

**Housing, Land and Property (HLP) Technical Working Group  
Protection and Community Services Sector and Shelter Sector  
Syria**

**Terms of Reference  
12<sup>th</sup> March 2017 – FINAL**

**Scope of the HLP Technical Working Group (TWG)**

Given the emerging prominence of housing, land and property (HLP) issues throughout Syria, a group of technical humanitarian and recovery actors agreed on the need for a HLP Technical Working Group.

With its activation, it has been agreed by involved actors (UN agencies and inter-/national NGOs) that the working group shall focus primarily on HLP issues that are emerging as critical challenges for the immediate realisation of programs and projects under the Syria Humanitarian Response Plan (HRP). Given the changing dynamics in various parts of the country, and in the spirit of coordination, through the expertise of some of its actors, the group will also have a forward-looking perspective into the resilience building phase of the Syrian crisis as envisaged under the UN Syria Strategic Framework. Reflective of the cross-cutting nature of HLP issues, the HLP TWG will be an inter-sectoral working group, with a dedicated advisory role to the Protection and Community Services Sector (PCSS) and the Shelter Sector, while the group will also provide an advisory role and technical expertise – as requested – to the Early Recovery and Agriculture Sectors and other UN and NGO coordination structures, such as the UNSF Pillar Groups.

**Mission Statement**

To facilitate and provide technical support on HLP rights, issues and concerns of immediate relevance to the realisation of current humanitarian programming in Syria, enabling a more informed, predictable, accountable and efficient humanitarian and resilience-building response to HLP issues, arising in the context of the humanitarian crisis in Syria.

**Overall Objective**

The overall objective of the HLP TWG is to facilitate a more systematic approach to identifying, understanding and addressing HLP issues affecting persons of concern and directly impacting the work of the sectors at national and sub-national levels, primarily along strategies and interventions identified in the Humanitarian Response Plan and in a more forward-looking perspective with aspects included in the programming of other recovery actors and the UNSF.

This will be done by promoting collaboration and complementarity of efforts amongst government entities and agencies undertaking HLP activities and by addressing identified gaps in technical areas. The HLP TWG recognizes that the Government of Syria has the primary responsibility to protect and promote the HLP rights of all individuals within its jurisdiction, in accordance with its international and national legal obligations.

**Participation and Principles of Partnership**

The HLP TWG is a technical and participatory forum which is comprised of UN Agencies, international and national non-governmental and humanitarian organisations, research and academic institutions and development agencies and representatives of relevant sectors operating inside Syria. Attendance is expected to be at the senior technical level. Each member nominates one regular representative and one alternate representative that will attend at the TWG's regular meetings. By participating in the TWG, each member commits to work towards the realisation of its objectives and to make time and human resources available to carry out tasks agreed by the participants.

For membership roles, the voting threshold to confirm participation of new members is 51% of all votes received during the relevant meeting. The contact list is considered the list of members and their representatives in the HLP TWG.

### **Functions**

The work of the HLP TWG will be guided by relevant national laws, policy guidelines in the field of HLP (such as the Guiding Principles on Internal Displacement, the IASC Framework for Durable Solutions for IDPs, and the Pinheiro Principles), relevant technical standards, as well as other principles of international law (international human rights law and– where applicable – International Humanitarian Law).

The HLP TWG will facilitate effective preventive, responsive and remedial action on HLP matters through:

- a) Analysing the national HLP framework and relevant legislative and administrative provisions (foundation work);
- b) Contributing to the identification and to the resolution of HLP issues in Syria, with initial particular reference to those issues stemming directly from the implementation of the HLP sector plans and projects;
- c) Providing technical guidance and expert advice on HLP matters to national and international actors in Syria; and,
- d) Enhancing accountability, predictability and effectiveness of HLP-related activities.

Specifically, the TWG shall endorse a yearly work plan as an integral part of the Terms of Reference and attached hereto as Annex 1.

### **HLP Technical Working Group Convener Responsibilities**

The convener of the HLP TWG will:

- Convene the meeting (venue, contact with participants, obtaining suggestions and preparing the agenda).
- Ensure adequate preparation and dissemination of material and information.
- Ensure the follow-up and tracking of relevant actions under the work plan.
- Compile the minutes of meetings and follow up on agreed action points.

The HLP TWG will be convened on a rotational basis by NRC, UN-Habitat and UNHCR and any other member(s) of the group with a permanent representation in Damascus.

### **Frequency of Meetings**

The HLP TWG shall be convened on a monthly basis, unless otherwise called for by at least three members. Informal technical sub-groups may be created to facilitate the work on specific issues.

### **Revision of Terms of Reference and Work Plan of the HLP TWG**

The Terms of Reference and work plan of the HLP TWG may be reviewed on an annual basis or as requested by the majority (51%) of the members of the TWG.