



# Early Recovery Cluster

## Terms of Reference (ToR)

October 2025

## **1. Background**

Nepal is prone to multiple hazards including climate induced hazards and climate change and skewed development reconfiguring the existing risks. Disaster risk reduction and management (DRRM) is important to reduce and manage risk. Nepal has created techno-legal framework for DRRM, which include enactment of the Disaster Risk Reduction & Management Act-2017. The Act aims protection of people, public, private & individual property, natural & cultural heritages and physical infrastructure from the disaster.

In line with the DRRM Act 2017, the Government of Nepal developed the National Disaster Response Framework (NDRF) 2019 and it is under implementation. NDRF 2019 has outlined response & coordination mechanisms on preparedness capacity for the mobilization of search and rescue team, protection of life & property, relocation to safe settlement from disaster risked sites, lifesaving rescue and relief assistance, management of safe emergency shelter, planning & execution of communication, protection of public property and activities related to immediate response. To improve coordination, the clause 5.2 of NDRF mentioned creation of 11 clusters, under the leadership of government. It specified Ministry and department as lead and the UN agencies, Red Cross and INGO as co-lead of clusters. Early Recovery is one of the 11 clusters, and the Ministry of Federal Affairs and General Administration (MoFAGA) is lead at the federal level and at the provincial level relevant ministry leads the ER Cluster. UNDP is co-lead of the Early Recovery Cluster at federal and provincial levels.

## **2. Objectives of ER Cluster**

- To provide immediate support for livelihoods restoration and resumption, including multipurpose cash, cash for work in disaster affected areas.
- To rehabilitate essential community infrastructures and government offices, debris removal and information & communication support in the aftermath of a disaster.
- To support creating an enabling environment for long-term recovery and strengthen disaster risk reduction and management.

## **3. Pillars of ER Cluster**

### **3.1 Debris Management**

- Safe and efficient debris clearance, recycling, and disposal after disasters ensuring environmental and public health safeguards.
- Establishment of temporary storage sites for debris.
- Recycling materials ensuring environmental & public health considerations.

### **3.2 Information Management and System Support**

- Collection, analysis, and dissemination of data related to needs assessments, available resources, and ongoing activities.
- Setting up information systems and platforms to facilitate communication and coordination among various stakeholders including government agencies, NGOs and affected communities.

### **3.3 Governance Support**

- Providing services and technical assistance to government for inclusive, timely and effective recovery interventions.
- Support for delivery/continuity of basic public services.
- Coordinate mechanisms to align cluster interventions with national and provincial recovery priorities.

### **3.4 Livelihoods/Cash for Work**

- Livelihoods and cash for work support to affected communities to support local economies by temporary employment opportunities which includes debris clearance, community infrastructure repair and environmental rehabilitation.
- Multipurpose cash support to families for livelihood affected by disasters, as a one-time support to families which is unconditional and unrestricted, where families can spend as per their need in a dignified manner.

### **3.5 Disaster Risk Reduction & Management/Creating Enabling Environment for Recovery**

- Strengthening DRRM systems through preparedness planning (DRRM/Monsoons preparedness plans), capacity building, provision of response equipment, and enhancement of Emergency Operation Centers (EOCs).
- Strengthening DRRM systems through enhancing community resilience and integrating DRRM considerations into recovery & development.

## **4. Frequency of the ER Cluster meeting**

The federal-level Early Recovery Cluster shall be held at least twice a year, with one meeting mandatorily held prior to the monsoon season. In addition, emergency meetings may be called at any time, as needed, at the request of the Cluster Lead or Co-lead in response to emerging disasters or urgent needs.

## **5. Roles and responsibilities of Cluster lead, Co-lead and Members:**

### **5.1 Roles and responsibilities of Cluster lead (MoFAGA):**

- Overall, in-charge of the ER Cluster.
- Chair ER cluster meetings and approves & issues meeting minutes, validate operational priorities ensuring alignment with NDRRMA directives.
- Provide policy direction and mobilize resources for preparedness and response.
- Ensure integration of cluster activities into federal/provincial disaster response/recovery plans.
- Coordinate with federal-level lead ministries of other clusters on ER issues and ER Cluster lead ministry at provincial level for planning, implementation and coordination on preparedness and response related to ER Cluster.
- Lead development/updating ER section of Monsoon/Emergency Preparedness and Response (EPR) plans.

### 5.2 Roles and responsibilities of Cluster Co-lead (UNDP):

- Responsible to coordinate with MoFAGA, RCO and cluster members on ER Cluster related response.
- Collaborate with other clusters to ensure coordinated, multi-sectoral early recovery planning and implementation.
- Facilitate coordination among ER cluster members, assessment of early recovery needs and 5W.
- Provide technical expertise, support preparedness planning and contribute to the development of IM products.
- Ensure timely and accurate reporting and step into lead when cluster lead is unavailable or is advised by the ER Cluster lead.
- Support to ER cluster lead to maintain provincial ER cluster database, operationalization of provincial ER cluster coordination structures.
- Technical assistance to prepare/update ER section of Monsoon/Emergency Preparedness and Response (EPR) plans.

### 5.3 Roles and responsibilities of Cluster Members:

- Participate in ER cluster meetings and share information pro-actively.
- Share ER related data to 5Ws, ER related assessments, needs, good practices etc.
- Contribute to prepare/update ER section of Monsoon/Emergency Preparedness and Response (EPR) plans.
- Support to coordinated ER interventions.

## 6. ERC members list (updated):

**Cluster Lead:** Ministry of Federal Affairs and General Administration (MoFAGA)

**Cluster Co-Lead:** United Nations Development Programme (UNDP)

**Government Ministries:** National Disaster Risk Reduction and Management Authority (NDRRMA), Ministry of Agriculture and Livestock Development (MoALD), Ministry of Education, Science and Technology (MoEST), Ministry of Health and Population (MoHP), Ministry of Home Affairs (MoHA), Ministry of Urban Development (MoUD), Ministry of Women, Children & Social Welfare (MoWCSW).

**Development Partners:** ADRA Nepal, Action Aid, Aid Intl Nepal, AWO International, FAO, FCA, Handicap International, IFRC, IOM, Islamic Relief Nepal, LWF, DCA, NRCS, People in Need, Plan International, Save the Children, United Nations Children's Fund (UNICEF), UN Women, WFP, WHH, World Vision International, Care Nepal.

**Process for ERC membership:** Any agency working/mandate on ER can request to Cluster lead or co-lead for the membership of ER Cluster. After approval from lead, agency becomes members of ER Cluster.