

CPMS Institutionalisation Checklist:

Child Protection Coordination Groups

# what is institutionalisation?

The purpose of humanitarian standards, such as the *Minimum Standards for Child Protection in Humanitarian Action* (CPMS), is to improve quality and accountability. The 2019 edition was shaped by the inputs of over 1300 people – child protection specialists, academics, children, humanitarian colleagues, government counterparts, etc. Around the world, 21 child protection coordination groups contributed. With such solid evidence and experience, all national and sub-national child protection coordination mechanisms should strive to uphold, use and actively promote these standards and the 10 principles on which they are based.

Institutionalising the CPMS means systematically integrating and applying them within strategies, policies, procedures and practice. Institutionalisation directly supports implementation of the CPMS by making them a systematic requirement. It is hoped that once they are institutionalised, using the CPMS is not an added responsibility, but becomes part of all child protection personnel’s individual and organisational work.

# checklist for child protection coordination groups

Instructions

Please check the box corresponding to your coordination group’s progress on each of the institutionalisation criteria. Please feel free to provide additional information at the end of the document.

**Note:** The checklist is not a judgement of your coordination group, but rather a tool for self-assessment. It allows the CPMS Working Group to identify areas where support is needed and to track the use of the CPMS overall. **Your group’s individual response will be not be published or shared.**

## CPMS Institutionalisation Checklist for Child Protection Coordination Groups

**Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Lead agency**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Approximate composition of the group:**

|  |  |  |  |
| --- | --- | --- | --- |
| % | INGOs | % | Government Actors |
| % | UN Agencies | % | Community-Based Organisations |
| % | National NGOs | % | Other |
| % | Local NGOs |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **Has been done / Ongoing** | **Has not been done** | **Planned** | **Does not apply** |
| **Awareness and Dissemination** |  |  |  |  |
| The standards of Pillar 4 – Standards to Work across Sectors – are introduced and disseminated to relevant sector coordination mechanisms, e.g. Health, Shelter, WASH, etc. |  |  |  |  |
| All relevant inter-agency coordination mechanisms integrate the 10 CPMS principles into their work plans. |  |  |  |  |
| CPMS awareness-raising sessions are regularly carried out with government representatives and government staff. |  |  |  |  |
| CPMS awareness-raising sessions are regularly carried out with donors and community-based organisations (as needed), including the use of the CPMS as a mechanism for measuring quality programming and as a tool for preparedness policy and practice. |  |  |  |  |
| The CPMS are available and easily accessible to all organisations working for children (e.g. as hard copies, PDF, online version, Humanitarian Standards Partnership app). |  |  |  |  |
| The Child Protection coordination mechanism captures learning, distributes information, and feeds input back into the larger CPMS process. |  |  |  |  |
| **Human Resources** |  |  |  |  |
| Job descriptions and terms of reference for Child Protection Coordinators refer to the CPMS. |  |  |  |  |
| **Assessment** |  |  |  |  |
| Inter-agency multisectoral assessments integrate the 10 CPMS principles. |  |  |  |  |
| Inter-agency child protection and multisectoral assessments use the socio-ecological framework to understand children’s protection and well-being (i.e. measuring factors at the child, family, community and society level). |  |  |  |  |
|  |  |  |  |  |
| **Programming and Reporting** |  |  |  |  |
| The CPMS, including indicators, have been adjusted to the local context through workshop(s) within the child protection coordination mechanism. |  |  |  |  |
| Programmes and advocacy on child protection are designed and monitored against the CPMS and selected indicators. |  |  |  |  |
| Governments are encouraged to use the CPMS to inform national response policy and practice. |  |  |  |  |
| **Inter-Agency Coordination** |  |  |  |  |
| The CPMS are systematically introduced and referenced in coordination and cluster meetings |  |  |  |  |
| Memoranda of understanding between coordination group members refer to the use of the CPMS as a framework. |  |  |  |  |

Any Questions?

Contact the CPMS Working Group at [cpms.wg@alliancecpha.org](mailto:cpms.wg@alliancecpha.org) or visit our website at <https://alliancecpha.org/en/CPMS_home>.