

Terms of Reference

CHS Alliance members' advisory group for the CHS verification tools

1. Introduction

The Core Humanitarian Standard on Quality and Accountability (CHS) sets out nine commitments to ensure that organisations support people and communities affected by crisis and vulnerability in ways that respect their rights and dignity and promote their primary role in finding solutions to the crises they face.

The CHS has been revised after an extensive consultation period involving many thousands of humanitarian actors from across the globe. The 2024 version will be launched in March.

CHS Alliance is now updating the CHS verification tools, specifically the CHS verification framework and guide, to align with the updated Standard. It will be important the views and suggestions of CHS Alliance members are contributing to these important tools.

2. Purpose of the Members' advisory group

CHS Alliance members are at the forefront of organisations applying and measuring their performance against the CHS. This members' advisory group is being established between February and September 2024 to provide suggestion and inputs into the development of the CHS verification framework and guide, to ensure they meet the needs of the diversity of organisations engaged in the CHS verification.

3. Functions

The CHS Alliance team will lead on the development of the CHS verification tools based on the revised CHS. The [CHS Verification Advisory Panel](#) is the body that makes recommendations to the CHS Alliance Board for final approval of the new tools.

The members' advisory group will focus on the contributions to the CHS verification framework and guide by:

- 3.1. Providing suggestions and questions on draft versions of CHS verification framework and guide
- 3.2. Sharing knowledge and good practice to illustrate the CHS Commitments and requirements.

4. Composition

The members' advisory group will consist of up to 10 members, identified for meeting the following criteria:

- a. Active CHS Alliance member, with a demonstrable commitment to the CHS and its application.
- b. Have led or been engaged in a CHS verification process (self-assessment, independent verification, certification) in their organisation.
- c. Commitment to participate in all meetings and provide comments and contribution the drafts of the CHS verification framework and guide.
- d. Commitment to serve without compensation and declare any conflicts of interest.

Preference will be given to those with most active experience in working with CHS verification. The final composition of the group will seek to find a diversity of experience with the different forms of verification (Certification; independent verification and self-assessment) as well as strive to balance geographic, organisational type and gender diversity.

5. Meetings schedule and time commitments

The key milestones for the development of the CHS verification tools are the following:

- 16 March 2024. Publication of the CHS verification framework
- End June 2024. Publication of the CHS verification guide.

It is estimated that members of the advisory group will dedicate 2-3 days in total to the advisory group during the period of the development of the CHS verification framework and guide, with at least two online meetings

during the development of the CHS verification framework and guide. The first meeting is likely to be in the first week of March. The working language of the advisory group is English.

6. How to apply

Please express your interest to join the CHS Alliance members' advisory group for the CHS verification tools by sending a short cover letter of no more than one A4 page outlining your answers to the questions below to verification@chsalliance.org by 14 February, midnight CEST:

- 1) Why are you interested to join the members' advisory group for the CHS verification tools?
- 2) What skills and experience do you bring?
- 3) Can you commit to up to three days in the period of February to June 2024 to the advisory group on a voluntary basis?

You will be informed of the selection process by 20 February 2024.