Convener role table

This table is intended as an operational guidance tool supporting the implementation of the Seville Agreement 2.0 (SA 2.0). It does not create new mandates, areas of competence or legal obligations. Rather, it provides practical guidance to support the exercise of existing responsibilities under the SA 2.0.

NORMALCY / ROUTINE PERIODS

Movement coordination mechanisms are established in all circumstances where various components of the Movement are present and contribute to an operation in a given country. (as defined in Articles 4.2 and 7.1 of the SA 2.0)
The Statutes of the International Red Cross and Red Crescent Movement apply at all times. The Host National Society (HNS) plays a central role in co-creating and delivering the Movement's collective response. The International Federation of Red Cross and Red Crescent Societies (IFRC) and International Committee of the Red Cross (ICRC) share a common space at the intersection between their respective mandates. IFRC and ICRC teams need to help each other deliver on their respective mandates and missions within that common space, so as to contribute to a wider, more impactful Red Pillar humanitarian footprint, including the fulfilment of the HNS mandate.
Host National Society actions
• Establishes and strengthens **regular leadership tripartite meetings** with the IFRC and ICRC to foster dialogue, trust and mutual understanding, and to address **strategic issues** relevant to the HNS's priorities and strategic plan. • Establishes regular coordination meetings between operational and technical teams from the HNS, IFRC, ICRC and Partner National Societies (both present in country and supporting remotely), to foster dialogue, trust and mutual understanding, strengthen complementarity among Movement partners, and enhance preparedness for effective Movement coordination in situations triggering a collective response of the Movement. • Leads and facilitates strategic and operational planning processes that build on the **National Society strategic plan**, fosters joint humanitarian analysis among Movement partners, and supports the coordinated planning and implementation of activities. • Leads efforts to develop and agree on the **Movement Coordination Agreement (MCA)** with the IFRC and ICRC and, where relevant, Partner National Societies present in the country. The MCA should be consistent with applicable national legislation and the HNS auxiliary role. It provides the framework for coordination in all operations and programmes and ensures preparedness by defining roles, responsibilities and coordination arrangements, promoting complementarity and avoiding duplication. MCAs are agreed by Movement components present or otherwise engaged in a given context. • Facilitates the development and implementation of a **Movement Security Framework Agreement**, clarifying roles, responsibilities, coordination arrangements and information-sharing modalities among Movement components, taking into account potential pre-existing security arrangements. • Leads and coordinates the development of a **Movement Contingency Plan** with the IFRC and ICRC. The plan incorporates scenario-based approaches to anticipate potential crises and clarify roles, responsibilities and likely co-convener arrangements under the SA 2.0, including the pre-drafting of Mini-Summit Decision Tables. Movement Contingency Plans should build on existing

national capacities, technical expertise, coordination arrangements, and long-term partnerships, where relevant and requested by the HNS.

- Periodically initiates the review of **Movement preparedness arrangements**, contingency plans, coordination mechanisms and partnership arrangements, taking into account lessons learned from previous operations, simulations, reviews and emergency responses.
- Maintains and strengthens its mandate, including its **auxiliary role** in the humanitarian field, and engages with public authorities to promote understanding of that role, ensuring preparedness to fulfil its convener responsibilities and respond effectively to crises and emergencies.
- Establishes its strategic **National Society Development priorities**, including strengthening convening capacities, institutional resilience and operational capabilities, and ensures coordinated support from Partner National Societies, IFRC and ICRC in both routine scenarios and situations triggering a Movement collective response.
- Assesses its capacity and preparedness to fulfil its convener responsibilities and, where required, identifies support needs related to leadership, coordination, information management and convening capacities, seeking support from Movement partners as appropriate.

All Movement component actions

- Ensures that leadership, staff and volunteers of all National Societies, the IFRC and the ICRC understand and apply the SA 2.0 and their respective roles, and promotes joint learning and peer exchange among Movement components to support its consistent application in-country.
- Promotes mutual accountability and transparency in fulfilling their respective responsibilities under the SA 2.0.

SITUATIONS TRIGGERING A COLLECTIVE RESPONSE OF THE MOVEMENT (THE CONVENER/CO-CONVENER SYSTEM) UNDER THE SA 2.0

According to Article 4.3 of the SA 2.0, "In **situations triggering a collective response of the Movement**, the components of the Movement coordinate and cooperate by entrusting 'convener' and 'co-convener' roles among themselves and by establishing appropriate mechanisms for consultation and coordination in which such roles are exercised." This includes activating a **Mini-Summit** in the first 48 hours after the beginning of the crisis/emergency.

Furthermore, "the convening and co-convening system is a **temporary response** to needs for international assistance to meet significant humanitarian consequences", after which Movement's coordination should revert to the standard mechanisms established for normalcy/routine situations.

According to Article 5.4 of the SA 2.0, situations triggering a collective response of the Movement "are those in which rapid, coherent and sustainable assistance is required in response to the large-scale or prolonged needs of affected people".

The table below describes the actions to be taken by the HNS when convener, and by the IFRC and the ICRC when co-convener, and when not acting as co-convener, emphasizing that, in all situations triggering a collective response of the Movement, **the HNS is the convener**.

Host National Society actions as Convener

According to the SA 2.0, Article 5.1(a): "Within its own country, the National Society is entrusted the role of 'convener' for all situations as defined in Article 5.4."

General responsibilities

- Ensures effective implementation of the convener responsibilities, reinforcing the **central role of the HNS** in the Movement collective response and in achieving the greatest possible collective impact.
- Exercises the convener role based on its statutory mandate, auxiliary role, proximity to affected communities and accountability towards people affected by crises.
- Convenes discussions within the Strategic Coordination Platform, drawing on the respective mandates, expertise and added value of the three Movement components.
- Ensures that the **HNS strategic and operational priorities**, as set out in its statutory mandate and strategic plan, are fully reflected in Movement decision-making and coordination processes, helping to ensure that the collective response to the identified needs also supports the HNS's mission and objectives.
- Facilitates coordination and cooperation across Movement components, ensuring that decision-making and operational approaches are informed by **local knowledge**, community perspectives and **contextual understanding**, including through engagement with local stakeholders and adaptation of interventions to evolving circumstances.
- Facilitates structured and regular dialogue to promote transparency, alignment and joint problem-solving, and ensures mechanisms are established to incorporate feedback from communities, fostering inclusivity**.**
- Promotes the **measurement and monitoring of collective impact**, ensuring a shared understanding of priorities, results and progress across Movement components.
- Facilitates **mutual accountability** among Movement components for agreed priorities and outcomes, including monitoring, review and follow-up through the Strategic Coordination Platform**.**
- Promotes accountability, **integrity and safeguarding** across the Movement collective response, including measures to prevent and address fraud, corruption, safeguarding violations, and other forms of misconduct.
- Upholds and promotes, at all times, the respect for and adherence to the **Fundamental Principles** and Movement policies, in its role as convener of the Movement collective response.
- Facilitates dialogue, consultation and problem-solving among Movement components to address differences and promote consensus at country level. Where consensus cannot be reached, encourages the use of the consultation and problem-solving mechanisms provided for under Article 15 of the SA 2.0, while ensuring continuity of humanitarian action and support to affected populations.

Beginning of the crisis/emergency

- Mobilizes **needs assessment** and response teams, in complementarity with public authorities and other relevant actors, to ensure visibility, access and operational space for HNS action.
- Promotes the sharing and consolidation of available assessments, data and analysis from Movement partners to support a common understanding of needs.
- Based on preliminary assessments and analysis indicating a potential need for international support, contacts the ICRC and IFRC to exchange preliminary information and analysis, seek advice, and, if needed, initiates arrangements for the Mini-Summit in line with Article 5.4 of the SA 2.0.
- Activates **internal response mechanisms** and holds an internal preparation meeting with its management team to ensure clarity on the strategic vision, operational priorities, context and key challenges for the response, in preparation for the Mini-Summit.

- Identifies operational and institutional needs arising from the crisis, including **National Society Development priorities**, and mobilizes appropriate support to safeguard the integrity and response capacity of the HNS.
- **Convenes the Mini-Summit** within 48 hours, making necessary preparations and coordinating with the co-convener on a draft agenda.

Mini-Summit

- Exchanges with the co-convener on respective assessments and projections of the situation and needs, with the aim of developing a **common understanding of the context**, including actions undertaken by public authorities, and provides its expertise on the political, socio-economic and humanitarian environment.
- Establishes, together with the ICRC and the IFRC, the **Movement collective intent and ambition**, ensuring the Mini-Summit is focused on strategic issues.
- In line with the outcomes of the preparedness process, presents an initial overview of the **HNS's operational capacities**, highlighting strengths and identifying areas requiring capacity strengthening and external support.
- Through a consultative process, comes to an agreement with the ICRC and the IFRC on the general objectives, direction, priorities and positioning of the Movement collective response, as proposed by the co-convener, including **key areas of coordination** as reflected in the Mini-Summit Decision Table (e.g. **security, communications, funding, logistics** and any other relevant area).
- Formally agrees with the ICRC and the IFRC which institution will assume the role of co-convener in accordance with Article 5.1(b) and (c) of the SA 2.0 and the present table (and its annex).
- Agrees with the co-convener on the allocation of key tasks and responsibilities among Movement partners across the areas of coordination identified in the Mini-Summit Decision Table template, based on mandates, expertise, access and capacities, and avoiding duplication.
- Ensures that an internal management structure is in place to oversee the operation and implement Mini-Summit outcomes on the HNS side.
- Agrees with the ICRC and IFRC on the development of a **Movement Picture**, where relevant, and on the related timeline for its preparation and publication.

Shortly after the Mini-Summit / During the crisis

- Ensures, together with the co-convener, that the **Mini-Summit Decision Table** is finalized and promptly shared with relevant Movement partners, and that the **Joint Statement** is finalized and disseminated within the wider Movement.
- Requests, as needed, international support from the IFRC and/or the ICRC to reinforce the HNS-led response. Requests for international assistance may be initiated at the onset of a crisis in accordance with existing institutional procedures and subsequently aligned with the strategic direction, priorities and coordination arrangements agreed through the Mini-Summit and as per the procedure reflected in the ICRC/IFRC Co-convener table and its annex.
- May request the IFRC to establish or strengthen a **membership coordination** platform to align Partner National Societies with the direction and priorities agreed at the Mini-Summit, ensuring coherence in Movement coordination and avoiding duplication or parallel mechanisms. IFRC membership coordination supports and reinforces Movement coordination and remains aligned with the strategic directions agreed through the Mini-Summit and Strategic Coordination Platform.
- Together with the co-convener, activates and convenes the **Operational and Technical Coordination Platforms** following the Mini-Summit, ensuring implementation of the agreed strategic direction and coherence across the Strategic, Operational and Technical Coordination Platforms, including clear reporting lines and effective information flows.
- Ensures, together with the co-convener, that Movement Coordination platforms meet regularly to maintain coherence and address implementation issues.

- Facilitates, as required, **coordination with public authorities** and relevant humanitarian actors, ensuring that Movement assistance complements national response mechanisms.
- Coordinates with the co-convener and, where relevant, with other Movement partners, on **public communication and humanitarian diplomacy guidance**, positioning and key messages, ensuring consistency with agreed Movement priorities and contextual considerations.
- Promotes **coordinated resource mobilization** efforts that prioritize support to the HNS response plan and the priorities agreed at the Mini-Summit, working closely with all relevant Movement partners, to ensure coherence between Movement-wide fundraising efforts, appeals and operational priorities. Promotes transparency, mutual accountability and responsible stewardship of resources entrusted to the HNS, while facilitating alignment of resource mobilization activities with agreed objectives.
- Promotes harmonized **information management and reporting approaches**, ensuring that agreed information from the HNS and Movement partners is used in compliance with applicable laws and legal and data protection requirements, and contributes to the development of the Movement Picture, where agreed.
- Ensures, through the Strategic Coordination Platform, regular monitoring, follow-up and review of implementation against agreed priorities and key indicators, promoting **mutual accountability**, learning and adaptation as needed.
- Through the Strategic Coordination Platform, regularly reviews the continued relevance of convener and co-convener arrangements and agrees with the ICRC and the IFRC on **transition measures**, including the adaptation of coordination arrangements for protracted crises and the eventual return to routine Movement coordination mechanisms.