

# Terms of Reference

## Global Shelter Cluster

### Sub-Technical Community of Practice

### Greener Shelter

June 2025 – Version 1

#### I. BACKGROUND

The Global Shelter Cluster (GSC) Technical Community of Practice (TCoP) serves as a platform for sharing and exchanging information, knowledge, and expertise on technical issues related to humanitarian shelter and settlements programs among shelter cluster partners at both global and field levels. The GSC TCoP allows for discussions and initiatives related to themes, including Greener Shelter, which is the subject of these Terms of Reference (ToR).

It is a voluntary group of individuals with expertise and interest in technical aspects of shelter and settlements programming related to Greener Shelter, which addresses topics such as waste minimization, sustainable construction materials, design considerations in energy efficiency, water conservation, and renewable energy, and includes emerging topics and approaches such as climate resilience and nature-based solutions, to name a few.

It is open to all interested individuals, regardless of agency or organization affiliation. The group's value depends on the active participation of its members, who may have some experience performing in a role or subject area of the TCoP, such as architects, engineers, planners, field officers, or affected communities, and are committed to discuss, collaborate, learn, and advance Greener Shelter solutions to identify trends, reduce risks, increase environmental sustainability, and support each other with expertise and lessons learned.

#### II. SCOPE AND OBJECTIVES

The scope of the **Greener Shelter Sub-Technical Community of Practice** ("**Greener Shelter S-TCoP**") focuses on practical application of Greener Shelter approaches in different contexts (from emergency response to longer-term recovery and development) and aims to complement the work of the [GSC Environment Community of Practice \(ECoP\)](#) and the other thematic Sub-TCoP by offering Greener Shelter technical perspectives and a space for connecting and exchanging. A workplan is included in the annex (A1).

The objectives of the Greener Shelter S-TCoP are to:

1. **Facilitate discussions on technical areas of interest related to Greener Shelter topics:** Survey members to understand common interests and needs of the sub-group, invite speakers, and provide a platform for discussion to generate ideas and prioritize topics for further exploration.
2. **Exchange knowledge and information:** Facilitate the exchange of knowledge, information, technical expertise, best practices, lessons learned, guidelines, and other technical resources among group members, with a focus on real-life experiences, challenges, and successes from different regions to strengthen peer-to-peer learning.
3. **Support initiatives and innovation:** Support collaboration on new initiatives or innovative technologies (e.g., solar-integrated shelters, passive cooling, etc.) in Greener Shelter through working groups or other forms of collaboration (e.g., with communities, youth groups, etc.) related to identified areas of interest, which aim to enhance sustainability of, and prioritize context-specific, locally-appropriate, shelter and settlement solutions.
4. **Build connections with other technical groups:** Engage with and support the other S-TCoP and GSC communities of practice (e.g., ECoP) on complementary issues related to Greener Shelter through cross-participation with the other groups to avoid duplication of initiatives and encourage greener practices across other thematic areas, including emergency shelter, permanent shelter, site planning, and settlements.

5. **Maintain a resource base of materials and references for members:** Collect, organize and share a virtual library of resources in Greener Shelter for members curated on the GSC platform, which may include meeting minutes, articles, guidelines, training materials, and other capacity-building tools (e.g., NEAT+, CEDRIG, etc.) to assist in implementing effective and sustainable shelter and settlements solutions.

### III. STRUCTURE AND RESPONSABILITIES

The voluntary chair/co-chairs will moderate the Greener Shelter S-TCoP. All individuals interested in Greener Shelter technical issues are invited to join as members of this sub-group and are encouraged to contribute actively.

Chair/Co-Chair	Affiliation	Specialization	Contact
<b>Alexandre Koclejda (Chair)</b>	UNHCR	Cluster Coordination	<a href="mailto:koclejda@unhcr.org">koclejda@unhcr.org</a>
<b>Doaa Qutub</b>	Save the Children	Livelihoods and Environment	<a href="mailto:doaaqutub3@gmail.com">doaaqutub3@gmail.com</a>
<b>Eva Samalea</b>	Independent Consultant	Sustainable Shelter and Settlements	<a href="mailto:eva@evasamalea.com">eva@evasamalea.com</a>
<b>Fabiano Sartori</b>	DRC	Global Climate and Environment Mainstreaming	<a href="mailto:fabiano.sartori@drc.ngo">fabiano.sartori@drc.ngo</a> <a href="mailto:argfabianosartori@gmail.com">argfabianosartori@gmail.com</a>
<b>Tanya Grygaski</b>	Canadian Red Cross	Environment and Humanitarian Response	<a href="mailto:tgrygaski@gmail.com">tgrygaski@gmail.com</a>

### IV. MEMBERSHIP AND PARTICIPATION

Active participation is encouraged by individuals who represent organizations, agencies, institutions, other clusters, donors, and independents who are engaged in or interested in the technical aspects of Greener Shelter.

#### ACTIVE MEMBERS PARTICIPATION

- Contribute to sub-groups thematic presentations
- Share experiences and resources (tools, documents, designs, etc...)
- Participate and contribute to meetings / webinars and discussion

#### THEMATIC SUB-GROUPS CHAIR & CO-CHAIRS

- Bi-weekly meetings to define topics, ToR, workplan
- co-organize meetings & webinars
- Collect & endorse resources

#### To join the TCoP, you should do the following:

1. Create a GSC account on [www.sheltercluster.org](http://www.sheltercluster.org)
2. Click 'Follow' on the left-hand side of the [Technical Community of Practice webpage](#)
3. You will now be able to create and reply to discussions within the TCoP and receive updates from the TCoP and invitations to TCoP events.

**Option:** You can also register without an account; however, we strongly recommend that you create one to also receive discussion threads, which only work with GSC accounts.

4. Click 'Subscribe without an account' on the left-hand side of the [Technical Community of Practice webpage](#).

Any registered member can initiate conversation threads pending approval by the moderator(s). Anyone who can contribute to and/or benefit from the Greener Shelter TCoP and comply with humanitarian principles is welcome to participate. This may include representatives from:

- UN Agencies
- International NGOs

- Local NGOs and community-led groups and organizations
- Private sector.
- Academia, research institutes, and think tanks
- Donors and foundations
- Individual humanitarian workers / consultants
- Humanitarian clusters and other coordination mechanisms.

The Greener Shelter S-TCoP encourages diverse voices, including those of community elders, youth, women leaders, and craftspeople who bring invaluable traditional knowledge to Greener Shelter practices.

## **V. FREQUENCY OF MEETINGS**

Regular quarterly general meetings are proposed to share and exchange information and experiences with the broader Greener Shelter S-TCoP members and interested members of the other S-TCoP and GSC communities of practice. Based on membership interest and engagement, other activities and events, such as webinars, working groups, training, etc. would be scheduled, as needed.

Bi-weekly meetings of the chair/co-chairs of the Greener Shelter S-TCoP are proposed to manage the functions of the sub-group, which may include brainstorming, defining topics to propose to the broader community, and preparing for the regular quarterly general meetings, among other tasks. The frequency of these meetings will be reviewed and revised, as needed.

## **VI. ADDITIONAL INFORMATION**

All technical documents related to thematic discussions of the Greener Shelter S-TCoP will be published under the GSC [Technical Toolkit](#) on the [Greener Shelter Resources](#) page, and all files related to Greener Shelter meetings and webinars, such as recordings and meetings notes, will be shared on the [GSC Technical Community of Practice webpage](#) under "Meetings" (left menu) and "[Webinars Greener Shelter](#)".

## **ANNEXES**

A1      Yearly Workplan (to be developed)