



November 2012 – May 2013

Shelter & NFI Sector Contingency Plan

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PREFACE: LIST OF ACRONYMS

3W/4W.....	who, what, where/who, what, where, when
CCCM.....	Camp Coordination and Camp Management
CERF.....	Central Emergency Response Fund
CP.....	Contingency plan
DC.....	District Commissioner
DCO.....	District Commissioner's Office
GCM.....	General Sector Manager
HC.....	Humanitarian Coordinator
HCT.....	Humanitarian country team
IASC.....	Inter-Agency Standing Committee
IDPs.....	Internally Displaced Persons
KHRT.....	Kenya Humanitarian Response Team
KRCS.....	Kenya Red Cross Society
MoSSP.....	Ministry of State for Special Programs
NDMA.....	National Disaster Management Agency
NGO.....	Non-governmental Organisation
OCG.....	Operational Coordination Group
OCHA.....	Office for the Coordination of Humanitarian Affairs
OCM.....	Operational Sector Manager
PC.....	Province Commissioner
PEV.....	Post Electoral Violence
QIPs.....	Quick Impact Projects
UNDSS.....	United Nations Department of Safety and Security
UNHCR.....	United Nations High Commissioner for Refugees
UNICEF.....	United Nations Children's Fund
WASH.....	Water Sanitation and Hygiene
WFP.....	World Food Programme
WHO.....	World Health Organisation

1. INTRODUCTION

The Shelter and NFI sector contingency plan (CP) has been initiated in consultation with the Inter-agency Pre and Post Elections Contingency Plan, while the Post conflict response will be coordinated with Kenya's Disaster Management Contingency Plan. As a newly formalized sector the Shelter and NFI sector will work in close coordination with OCHA, KRCS, UNICEF, UNHCR and Ministry of State for Special Program (MoSSP) in order to ensure its concentrated efforts are harmonized with existing sectors through the establishment of operational mechanisms and capacity building.

The shelter and NFI Contingency Plan is based on multiple factors, including projected likely scenarios, response capacity and stakeholder make-up. The anticipated timeframe for this CP is **six months (November 2012 to May 2013) to cover the election period**; however it will be reviewed and revised as necessary based on the evolving nature of the context, structure of the coordination and technical working groups and sector capacities. In addition to PEV, Kenya is also exposed to a variety of natural and man-made disasters including floods, drought, tribal conflicts, resource based violence, landslides, and terrorism among others. Such disaster have and continue to cause enormous suffering including loss of life, injuries, displacement, disruption of livelihoods and of economic activities and degradation of the environment. With this volatile environment in mind, a periodic review of the CP will continue to be made to match the evolving context.

As part of the preparation for the setup of the sector's structure the following actions have been accomplished in the process to finalizing the contingency plan among other deliverables; set up of meetings between sector participants, initiation of mapping of 3W/4W matrix to identify existing capacities, as well as hiring of support staff as part of IOM's Shelter taskforce.

2. CONTEXT

The delays of announcing the results of Kenya's presidential election in 2007 led to suspicions around the results which developed into a public dispute leading to inter-tribal conflict and a violent political crisis in Kenya which is referred to as Post-Election Violence (PEV). During the PEV period a significant amount of property was destroyed and an estimated 660,000 individuals were internally displaced. Displacement occurred mainly within hotspot counties of Eldoret, Lodwar, Marsabit/Isiolo, Mombasa, Nairobi, Garissa and Nakuru.

A contentious issue is the resettlement of the Internally Displaced Persons (IDPs) as a result of the PEV. An estimated 660,000 individuals were said to have been displaced with over half displaced within the Rift Valley Province. While more than 300,000 families have returned to their farms, and their tribal homelands in Central, Nyanza and Western Provinces, some have sold the homes they were forced to flee from and bought land elsewhere for resettlement. There still remains over 15,000 families displaced and awaiting resettlement. Whilst the Government of Kenya has committed to resettling all IDPs prior to elections, there remains concern over the vulnerability of potential returnee communities in the current heightened political environment.

It is notable to point out that, Kenya is emerging from a state of poor governance, tribal conflicts, insecurity and poverty among others and these compounded by the high cost of living and the 2011 Horn of Africa drought crisis that effected vast regions in the north and north east of Kenya has added to existing challenges. Based on this prevailing context, the KHPT is required to engage partners in humanitarian contingency planning irrespective of the progress made over the next couple of months. Additionally, KHPT is expected to anticipate displacements and identify the greatest areas of concern in urban, peri-urban and rural settings.

3. SCENARIOS

Below are a range of scenarios combining both the national and Inter-agency pre and post-election CP¹ and they project a range of possible developments over a period of six months before and after the elections. The **‘Most Likely Scenario’** will be used as the basis for Contingency Planning purposes.

Best Case Scenario	
Hazard	Pre-Electoral Sporadic Tribal Frictions
Impact	Civil unrest <ul style="list-style-type: none"> - Minimal displacement of less than 5% of population in a district - Modest tribal tensions will not lead to major displacement - Minor clashes between tribal rivals occurs within districts and in few Urban areas - At district level durable solutions are found for disaster affected displaced - Smooth election period Natural Disaster (Floods) <ul style="list-style-type: none"> - There are no flooding incidences causing new IDP influx - No influx of new IDPs will allow the government to focus on the return of existing IDPs - Humanitarian agencies intervene in providing support to residual IDPs - Early Recovery from disaster and for IDP returnee populations continues and progresses to mainstream development
Location	North Rift, South Rift, North Eastern, Coast province and informal settlements around Urban Areas.
Number of effected people	20,000
Duration of response	2 to 4 Months
Sector Capacity	Government: MoSSP Local: KRC and NGO partners International: Sector lead agencies (OCHA, UNICEF, UNHCR and IOM)
Response constrains	<ul style="list-style-type: none"> • Scattered IDP population making tracking and assistance delivery difficult • Limited damage to infrastructure constraining access to some areas
Priority needs	<ul style="list-style-type: none"> • Coordinated tracking and registration of IDPs • Coordinated Early recovery strategy

Most likely case scenario	
Hazard	Localized inter-communal conflicts, proliferation of light weaponry
Impact	Civil unrest <ul style="list-style-type: none"> - Disputes over the designation of constituency boundaries, resulting in loss of life and injury - Unresolved or exacerbated inter-communal tensions will intensify nationwide as a result of general elections - Continued influence of tribalism in political processes - Increase in military activity - Increase in resource based conflict - Increase proliferation of small arms and light weapons - Sparks of violence will cause displacement in hot spot areas in the pre-election period - Incidences of violence lead to the destruction of livelihood activities (crops, granaries, land and property) and food production. - Heightened tensions and sporadic clashes will be expected in North,

¹ OCHA (2012). Inter-Agency Contingency Plan for Pre and Post-Election Response 2012/2013 (draft)

	<p>South and western Rift, informal settlements in Mombasa, Nairobi, Kisumu and in upper eastern and north eastern provinces.</p> <ul style="list-style-type: none"> - Approximately 400,000 - 450,000 individuals are envisaged to be displaced between September 2012 and April 2013 (including brief displacements). - Impacts of violence will increase protection related risks such as gender based violence and sexual exploitation/abuse cases, the most vulnerable will be women, children and youths. - Civic education on the devolution process and nationwide peace building campaigns will have contributed to peace and reconciliation efforts. - Schools and other public buildings will be used as collective centres to house displaced populations, resulting in a disruption of basic services such as education <p>Natural Disaster (Floods)</p> <ul style="list-style-type: none"> - Short rain period will result in flash floods across the country, disruption of livelihoods and brief displacement will ensue - Displaced population and other vulnerable groups will be supported by the local district administration and agencies such as KRC with additional support from the international community.
Location	Major urban areas (Isiolo, Nakuru, Eldoret, Mombasa, Garissa, Kisumu, Turkana, Nairobi urban) and others.
Number of effected people	350,000 to 400,000
Duration of response	Over 4 months
Sector Capacity	<p>Government: MoSSP</p> <p>Local: KRC and NGO partners</p> <p>International: Sector lead agencies (OCHA, UNICEF, UNHCR and IOM)</p>
Response constrains	<ul style="list-style-type: none"> • Security constrains causing delays to rapid assessments and identification of most vulnerable groups • Limited access to IDPs due to damaged roads • Damage to basic facilities such as hospitals and schools
Priority needs	<ul style="list-style-type: none"> • Deployment of assessment teams • Mapping of vulnerabilities • Deployment of pre-stocked shelter kits and NFIs

Worst case scenario	
Hazard	Unsuccessful implementation of 2013 elections
Impact	<p>Civil unrest</p> <ul style="list-style-type: none"> - In addition to episodes of repeated localized conflict, there will be one or more incidences of mass violence in the run up to, or in the immediate period surrounding the elections. - Violence leading to death and injury in a similar scale seen in 2007/08. In a worst case scenario up to 500,000 individuals could be displaced in the Rift Valley alone. - Displaced populations will flee to places they perceive as being secure including public buildings such as local administration offices, chief offices, churches, schools, and police posts. Leading to a disruption of these basic services. - Protection related issues including large scale gender based violence and sexual violence will transpire - Episodes of violence will result in increased number of vulnerable individuals such as separated minors, elderly persons, and an increase in female headed households due to military mobilization. - Particular vulnerability or targeting of existing or resettled IDPs. - Initial access could be hampered by road blockades and insecurity. - Disruption of basic services provision such as health, destruction of property including water points and sanitary structures

	Natural Disaster (Floods) <ul style="list-style-type: none"> - IDPs fleeing violence will be faced with increasing occurrence of flooding incidents, in both informal or host communities settlements - Lack of security and flooding will result in mobile populations, whose lack of health and wellbeing from displacement may be exacerbated by evolving lack of security
Location	South Rift (Nakuru district and Nakuru North, Molo, Naivasha), North Rift (Eldoret West, East, Wareg, Baringo, Marigat, Trans Nzoia East and West, Nandi North and Central, Nandi East, Tinderet, Koibatek, Mogotio, Turkana), Upper Eastern (Moyale, Marsabit and Isiolo), North Eastern (Mandera, Wajir and Garissa) and Coast Province (Tana River, Kilifi, Mombasa, Kwale, Lamu and Taita Taveta)
Number of effected people	500,000 IDPs (in Rift Valley Alone)
Duration of response	Over 6 months
Capacity	Government: MoSSP Local: KRC and NGO partners International: Sector lead agencies (OCHA, UNICEF, UNHCR and IOM)
Response constrains	<ul style="list-style-type: none"> • Government response will be overstretched • Limited access and response activities due to widespread violence • Possible road blocks will constrain access to settlements
Priority needs	<ul style="list-style-type: none"> • Support from Nairobi • Enhanced support from Hubs • Re-activation of provincial disaster management and government departmental meetings which were active during PEV '07/'08

4. ASSUMPTIONS FOR THE 'MOST LIKELY SCENARIO'

A considerable amount of IDPs are predicted to need humanitarian support and should remain the primary concern in contingency planning. In addition, requirements to respond to needs of a IDPs influx around above mentioned hotspots areas will be elevated. The assumptions below pertain to the predicted levels of displacement. Prior to the event it will be possible to make estimations founded on concrete assumptions. However, based on past experience, during 2007/08 episodes of displacement and knowledge of the specificities by hotspot case, the following assumptions have been developed, on which estimates for planning purposes have been built:

- The Government of Kenya will spearhead response in the eventuality of any outbreak of violence.
- KRC is the designated lead implementing agency and will co-lead (with DC's and PC's) operational coordination in the field.
- The HC with OCHA's support will assist the Government of Kenya in the overall coordination of UN/NGO response.
- It is predicted that majority of IDPs will probably move into hotspots' Districts as in previous PEV.
- Up to 400,000 individuals may be displaced including; 250,000 children under 18 years, 68,000 children under 5 years, 16,400 pregnant women, and 88,000 women of reproductive age therefore distinct needs of women, girls, men and boys should be duly considered.
- Of the 400,000 IDPs, 30 - 50% are likely to seek shelter in camps, whilst the remaining 70 - 50% are likely to seek refuge with host communities, either with family or friends or in rented accommodation.
- IDPs will be composed of different tribes, camps will be built taking into account tribal frictions in order to avoid friction among camp populations
- Collective centres will receive a higher IDP influx than camps
- IDPs will be unprepared for departure and will need assistance through the provision of basic NFIs.
- Many will be traumatised even before becoming IDPs, as a result of frequent 'drone' attacks.

- IDPs will bring their livestock as it is their most valuable asset and source of livelihood.
- Transportation scarcity will result in arduous journeys undertaken by IDPs to reach campsite.
- Expected hostilities between IDPs and host population due to security and resource factors (hostilities expected to be heightened after emergency phase).

5. OBJECTIVES

5.1 Shelter/NFIs sector Overall and Specific Objectives

Overall Objective:

- The Humanitarian needs of highly vulnerable populations affected by natural and man-made disasters are met through life-saving assistance and protection as per national and international standards
- Communities have enhanced resilience, reducing the impact of disasters, and lessened chronic vulnerability by means of DRR and early recovery approaches.
- Increased coordination between the GoK and development actors to address issues of chronic vulnerability and provide durable solutions.

Specific Objectives:

The specific objective of the sector is to facilitate a process to ensure a well-coordinated and effective humanitarian response for the shelter/NFI sector, with the aim to:

- Promote the establishment and maintenance of appropriate humanitarian coordination mechanisms with designated sector partners (Kenya Red Cross Society, UNICEF, OCHA, UNHCR and World Vision);
- Where possible, ensure that activities are inclusive of local authorities and builds on local capacities of the Ministry of State for Special Programs (MoSSP), District Commissioners and Province Commissioners;
- To provide lifesaving assistance and protection to meet immediate shelter and NFI needs of new IDPs, this will be achieved in close partnership with the CCCM sector and MoSSP
- To provide individual IDP families with shelter kits meeting SPHERE standards
- To partake and assist in assessments; including but not limited to rapid needs assessments, emergency needs assessment and post-disaster needs assessments
- Support the returns process through the provision of appropriate shelter repair kits and basic household NFIs
- Establish frameworks for Emergency preparedness and strategy development (including but not limited to capacity building, development of Information management tools, contingency planning, staff capacity etc.);

5.2 Objectives to be reached with related sectors

Sector	Overall and Specific Objectives
CCCM	<p>Overall objective: Ensuring minimum standard living conditions during displacement while seeking and advocating for durable solutions to end camp-life and organize closure and phase-out of camps upon IDP return</p> <p>Specific Objectives²</p> <ul style="list-style-type: none"> – Ensuring minimum standard living conditions in camps which are expected to need to host between 15,000 and 25,000 families from the estimated 30 – 50% of the working figure of 50,000 families of IDPs – Consistency and common standards applied in all camps with the aim of ensuring equal service provision across all camps
WASH	<p>Overall objective: Ensuring effective and coordinated rapid and recovery responses related to the provision of safe water, basic sanitation and hygiene to IDPs in camps</p>

² NB because the IDPs are expected to be from differing tribes unused and/or unwilling to be living in close proximity to one another, it is expected that three separate camps may be needed

	<p>Specific objectives:</p> <ul style="list-style-type: none"> - Coordination of WASH programmes with implementing partners - Coordination and set up of sanitary facilities in line with camp design - Promotion and advocacy of water sanitation and hygiene standards for camp based IDPs - Distribution of hygiene kits
Protection	<p>Overall objectives: Ensure effective procedures for protection related issues such as registration and identification of vulnerabilities including but not limited to safeguarding gender sensitivity of programmes in accordance with international and regional human rights and humanitarian law standards.</p> <p>Specific objectives:</p> <p>To ensure displaced populations are registered and receive access to basic services</p> <ul style="list-style-type: none"> – To ensure that the most vulnerable are identified and targeted for assistance according to needs – To ensure IDPs receive basic information about available services in areas of displacement – The protection sector will initially target interventions for out of camp populations in Bannu, with expansion according to capacity – To refer IDPs to corresponding services such as trauma counselling, psychosocial assistance or health referrals among others

6. MONITORING AND EVALUATION

Sector	Objectives	Indicator
Shelter/NFI	1. Promote the establishment and maintenance of appropriate humanitarian coordination mechanisms with designated sector partners (Kenya Red Cross Society, UNICEF, OCHA, UNHCR and World Vision);	Establishment of Sector working groups chaired by MoSSP, KRC and IOM
	2. Where possible, ensure that activities are inclusive of local authorities and builds on local capacities of the Ministry of State for Special Programs (MoSSP), District Commissioners and Province Commissioners;	Number of training initiatives conducted for MoSSP staff, DCs and PCs
	3. To provide lifesaving assistance and protection to meet immediate shelter and NFI needs of new IDPs, this will be achieved in close partnership with the CCCM sector and MoSSP	Number of shelter kits and NFI kits distributed to IDPs, number of IDPs living in habitable shelters
	4. To provide individual IDP families with shelter kits meeting SPHERE standards	Survey and assessment results, after the establishment of camp structures
	5. To partake and assist in assessments; including but not limited to rapid needs assessments, Emergency needs assessment and post-disaster needs assessments	Inclusion of Shelter sector lead and co-lead in the inter-agency assessment teams, formulation of IDP tracking matrix and implementation of post-disaster assessment
	6. Support the returns process through the provision of appropriate shelter repair kits and basic household NFIs	Number of reconstruction toolkits or packages distributed to returnees
	7. Establish frameworks for Emergency preparedness and strategy development (including but not limited to capacity building, development of Information management tools, contingency planning, staff capacity etc.);	Finalization of CP, formation of sector working groups and sector strategy
CCCM	1. Ensuring minimum standard living conditions in camps which are expected to need to host between 15,000 and 25,000 families from the	Number of camp based IDPs, not exceeding capacity mapped during camp design

	estimated 30 – 50% of the working figure of 50,000 families of IDPs	
	2. Consistency and common standards applied in all camps with the aim of ensuring equal service provision across all camps	Number of families across camp settlements who received both shelter and NFI kits, are living in habitable and structured settlements
WASH	1. Coordination of WASH programmes with implementing partners	Number of WASH projects implemented
	2. Coordination and set up of sanitary facilities in line with camp design	Number of available sanitary facilities in the camp
	3. Promotion and advocacy of water sanitation and hygiene standards for camp based IDPs	Number of WASH trainings delivered to IDPs
PROTECTION	1. To ensure that the most vulnerable are identified and targeted for assistance according to needs	Vulnerability mapping of IDPs
	2. To ensure IDPs receive basic information about available services in areas of displacement , including HIV and GBV prevention and services	Number of protection trainings delivered to IDP community leaders and information disseminated to IDPs
	3. The protection sector will initially target interventions for out of camp populations in Bannu, with expansion according to capacity	Number of IDPs outside camp who have received protection information
	4. To refer IDPs to corresponding services such as trauma counselling, psychosocial assistance or health referrals among others	Number of psychosocial referrals to IDPs

7. PREPAREDNESS AND CAPACITY-BUILDING ACTIVITIES

7.1 Inter-sector Preparation

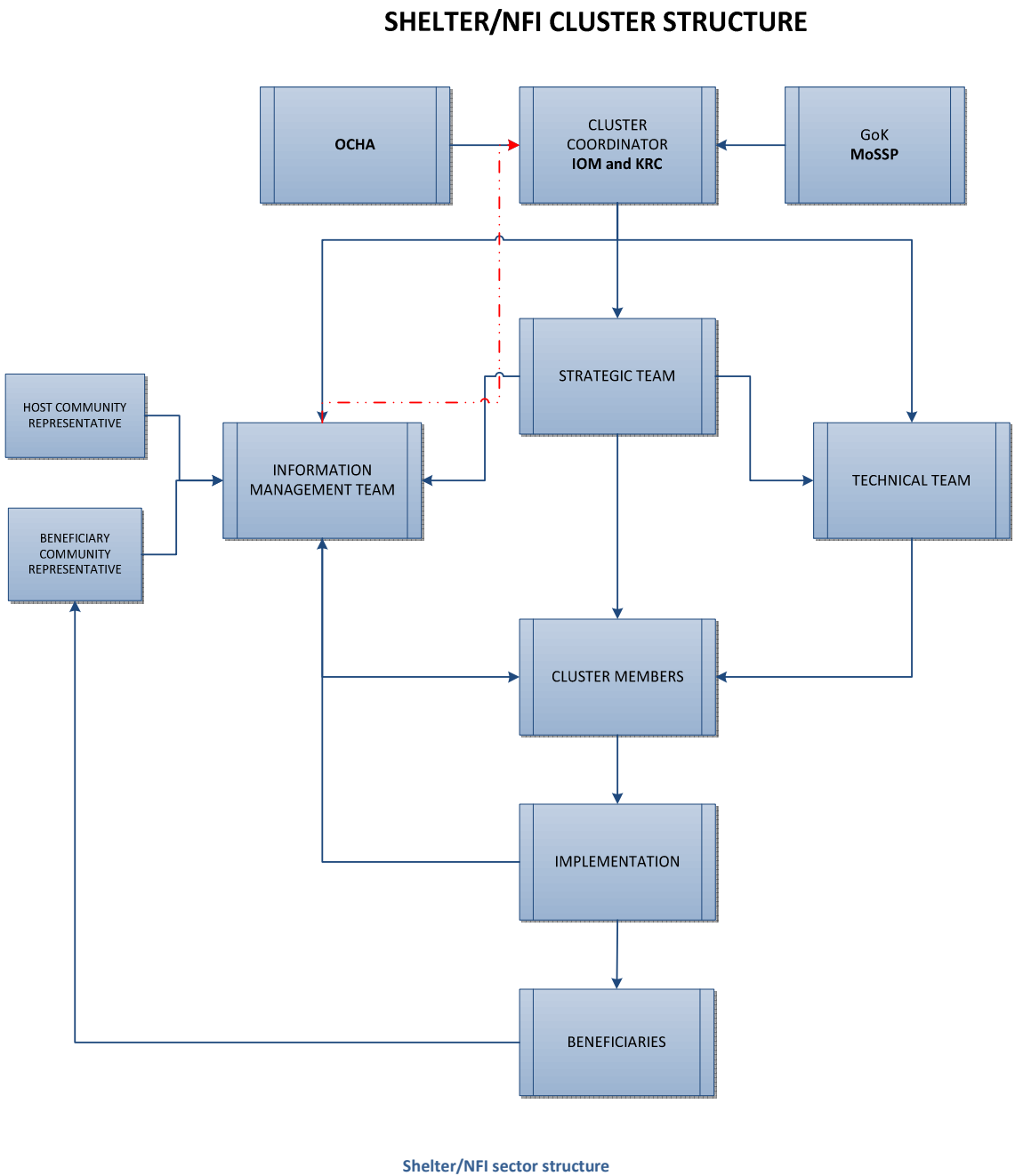
What	Who	When
Draft CERF Proposal	OCHA and IOM	TBC
Identify IDP camp sites	OCHA and MoSSP	TBC
View possible sites if known	UNDSS, OCHA, UNHCR, WFP, UNICEF WHO & IOM	TBC
Simulation exercise to identify number of planned settlements	OCHA and Sector leads	TBC
Consolidate Inter-Agency contingency plan	OCHA and Sector leads	
Agreement of UN support in proposed IDP camp sites based on policy guidelines	Heads of Agency (OCHA, UNDSS, UNHCR, WFP, UNICEF & WHO)	TBC
Endorse UN support in proposed IDP camp sites	HCT based on recommendation from HRT	TBC
Site plan drafts either specific to a given site or a selection that could be adapted to fit different types of environment.	UNHCR & UNICEF	TBC
Incorporation of WASH structures in site plans, WASH training and key messages shared with government counter partners and implementing partners	UNICEF	
Training: How to deliver key messages to IDPs in camps	MoSSP Community Mobilisers (especially females), CCCM sector, UNHCR	TBC
Training: Prevention of exploitation	NDMA & others	TBC

7.2 Shelter/NFIs Sector Specific

What	Who	When
1. Coordination and partnership arrangements	IOM, MoSSP, KRC	On-going
2. Capacity mapping (analysis of sector member capacity in emergency)	Sector members and partners	On-going
3. Information management (updating of shelter data, rapid assessment teams, rapid assessment tools, relevant training, roster etc.)	OCHA, Sector members and partners	On-going
4. Standard designs and tools (minimum SPHERE/ building standards)	Sector strategic team	On-going
5. Human resources capacity – staff matrix	Sector member and partners	On-going
6. Supplies and propositioning of emergency shelters and NFIs.	Shelter sector members and partners	Fundraising
7. Identification of financial requirements	Shelter sector members and partners	On-going
8. Resource mobilization (appeals, CERF etc.)	OCHA, IOM	On-going
9. Procurement and propositioning of 20'000 emergency shelters and NFI kits as contingency stock accessible to all operational agencies	IOM, KRC and shelter sector members and partners	Fundraising
10. Procurement and pre-positioning of weather mitigating material for protection of tents	IOM, KRC and shelter sector members and partners	Fundraising
11. Formulation of shelter response strategy	IOM	On-going
12. Finalization of coordination structure NFI response at provincial and district levels	IOM	On-going

8. EMERGENCY RESPONSE ACTIVITIES

8.1 Shelter/NFI sector response structure



8.2 Shelter/NFIs Response Plan

Within 24 hours to 48 Hours		
N°	Activities	By who
1	Rapid needs assessment <ol style="list-style-type: none"> 1. Security 2. Access and transportation 3. Beneficiary vulnerability identification 4. Shortage of basic lifesaving necessities 5. Lifesaving medical care needs 	Inter-Agency Assessment team, UNDSS, MoSSP
3	Distribution of emergency lifesaving material: <ol style="list-style-type: none"> 1. Distribution of emergency shelter (tents) 2. Distribution of plastic sheeting 3. Provision of weather mitigating shelter material (Agro shades, tarpaulins etc.) 	Shelter-NFI sector members and partners
4	Assessment based on NFI distribution and erected camps (weather sites and accommodation structures meet SPHERE standards)	Shelter NFI sector IM team
5	Establishment of IM structures <ol style="list-style-type: none"> 1. Establishment of coordination structures as appropriate (including assessments and response planning, information sharing and establishment of coordination structures as appropriate) 2. Distribution of 3W/4W matrix Establishment of Meeting schedule and required attendance and participation	Shelter NFI sector IM team
6	Submission of first situation report (daily)	Shelter NFI sector IM team
8	Mobilisation of contingency stocks	Shelter Sector members and partners
Within 1 week to 2 weeks		
9	Resource mobilization (sharing of relevant information on flash appeals, CERF, Situation reports etc.)	OCHA, IOM
10	Present results of needs assessment	Shelter NFI sector IM team
11	Collection and consolidation of data (Displacement figures, number of camp sites etc.)	Shelter NFI sector IM team
12	Deployment of additional staff	Shelter NFI sector members
13	Provision of shelter support to host families	Shelter NFI sector members and partners
14	Provision of community QIPs for host communities hosting IDPs for large periods of time	KRC, IOM and implementing partners
15	Restoration of shelter damaged by weather in affected camps	KRC and implementing partners
16	Design of T-Shelter and Shelter return kits including specifications and bills of quantities	KRC, IOM and sector strategic team
17	Room upgrading kits for host families who accommodated IDPs for a long period in their houses	KRC, IOM and sector strategic team
18	If necessary, revision of strategy to meet demands	Sector strategic team
19	Deployment of psychosocial or trauma specialists	Shelter/NFI sector members in coordination with CCCM and Protection sector
After 2 weeks		
20	Distribution of surveys (Intentions survey, needs, service shortages and community engagement and outreach)	Shelter sector IM team in coordination OCHA
21	Damage assessment in areas of return	Shelter sector IM team in coordination OCHA
22	Provision of T-shelters in areas of return	Shelter sector members and partners
23	Training for returnees in best use of shelter repair/ T- Shelter kits	Shelter sector technical team
24	Response evaluation	OCHA and sector members and partners

8.3 Related Sectors

As part of a wider shelter strategy and in the aims of achieving lifesaving solutions the shelter/NFI sector will collaborate with other sectors in the following activities:

Emergency Response Activities	
CCCM	<ol style="list-style-type: none"> 1. Liaise with appropriate authorities to ensure that suitable sites are identified and that humanitarian agencies have access to these, identify potential sites in collaboration with site planners, WASH engineers and other relevant experts 2. Form and maintain community and sectoral committees for mobilization and inclusion of IDPs in the assessment of their needs and response mechanisms 3. Support an information dissemination service to IDPs to ensure they are informed of return initiatives and services to be provided, and other major events affecting the camp population 4. Data collection/update on camp size and population composition (with particular regard to the age, gender and diversity dimension), as well as on provision of services 5. Where necessary strengthen the capacity of government counter parts and partners in Camp coordination and management through the delivery of trainings
Protection	<ol style="list-style-type: none"> 1. Participate in Inter-agency assessment to identify protection needs at the onset of disaster 2. Share the establishment of a protection monitoring mechanism in and out of camps through local partners 3. Share standard vulnerability criteria among existing partners 4. Linking monitoring information/reports to service providers for assistance and follow-up 5. Coordination of protection service providers particularly for family tracing, child protection, women and elderly ,chronic diseases e.g. PLHIV, GBV survivors & litigation providers 6. Development of clear messages on registration policy and assistance package 7. Analysis and sharing of monitoring information to identify key protection trends
WASH	<ol style="list-style-type: none"> 1. In close collaboration with the Shelter and NFI and the CCCM sector, coordinate the construction of water points, refuse structures, sanitary structures and drainage structures of IDP families 2. In collaboration with the site planner (Emergency Shelter Sector) and the camp residents, liaise with the WASH Sector on the location of accommodation, offices, services, facilities etc. – ensure that safety, security, privacy and cultural considerations are taken into account (location of facilities, lighting etc.) – ensure that the needs of all camp residents are covered (particularly those with disabilities and chronic diseases; and older and young people) 3. In collaboration with the Shelter/NFI sector, support in the distribution of water containers (e.g. Jerrycans and lidded buckets) for water storage and consumption and the standardization of hygiene kits and NFI kits distributed across camps 4. Support in the provision of hygiene and sanitation trainings to IDPs

9. REPORTING SYSTEMS AND INFORMATION MANAGEMENT

A clear differentiation must be made between internal information sharing systems to be used for response planning and official data for public dissemination.

Information for work planning

- CCCM & GCM minutes of meeting (either in written form or verbal summary) delivered daily to OCM
- Inter or single agency assessments delivered in writing or verbal summary
- Daily preliminary IDP figures from UNHCR, MoSSP, DCs, WFP, OCHA etc.
- OCG minutes of meeting

Information for Public Dissemination³

- UNHCR verified IDP figures
- Situation Reports – Consolidated by OCHA incorporating sector inputs. The first report to be produced within 24 hours of the crisis onset and produced at regular intervals as agreed
- Data on assistance delivered by Sector leads
- Sector and/or agency updates and reports will be produced upon the discretion of the individual sector/agency
- Briefing notes for HC, HCT, donors, press etc. will be consolidated and circulated for comment similarly to daily situation reports

³ **NB** drafts will be circulated to sector leads for review before publication, but the time period available for review will be very short to enable timely information dissemination to stakeholders

10. FUNDING GAPS⁴

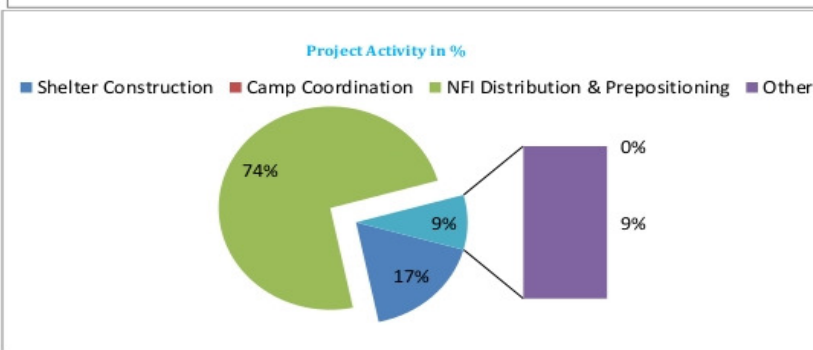
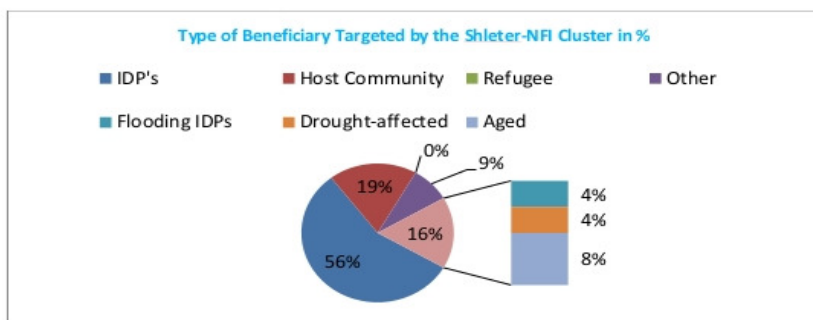
The below table highlights the funds shelter sector members have requested for preparedness activities for CAP 2013.

FUNDING GAPS		Gap in Material Resources* (* Targeting up to 401, 000 beneficiaries)						Funding Gaps
Agency		KRC	IOM	UNICEF	HelpAge Internatio	Samaritan's Purse	NRC	
Material Resources								
Number of Shelter Kits		-	10,000	-	-	-	21,065	N/A
Number of NFI Kits		30,000	10,000	15,000	5,000	-	-	N/A
Total number of shelter/NFI kits		30,000	20,000	15,000	5,000	-	21,065	91,065
Cost Breakdown								
Operations, coordination and Warehousing Costs								
Rental of warehouses and storage space								
Transportation of materials (vehicle rental, fuel and maintenance)								
Management, Coordination and Support								
Communications support (IM, radio, internet etc.)								
Implementing partners								
		4,895,295	2,525,000	825,000	223,244	1,123,478	1,870,000	11,462,017
Personnel and related costs								
Staff and consultants								
Travel and related expenses		132,704	771,000	100,000	32,506	369,230	610,000	2,015,440
Office and administration costs								
Office (supplies and materials)								
Administrative costs (overhead)		324,817	640,530	65,800	53,758	75,944	220,000	1,380,849
Miscellaneous costs								
Training								
Other costs		-	-	15,000	-	26,180	-	41,180
GRAND TOTAL		5,352,816	3,936,530	1,005,800	309,508	1,594,832	2,700,000	14,899,486

⁴ NB: The amount reflected in the table is the overall gap and cost submitted by the Sector for CAP preparedness activities. CERF funding will only be sought for life saving components / activities within the Sectors.

ANNEX I – FINDINGS OF 3W EXERCISE

The 3W exercise aimed at identifying countywide shelter/NFI response and identifies existing gaps. Results show that 74% of sector partners are currently distributing and propositioning NFIs while 17% of partners are active in distribution, construction and pre-positioning of shelter and shelter materials.



Project Description	Percentage
Shelter Construction	17
Camp Coordination	0
NFI Distribution & Prepositioning	74
Other	9

