

Handbook

for Coordinating Gender-based Violence
Interventions in Humanitarian Settings

Gender-based Violence Area of Responsibility
Working Group
July 2010



**COMMUNITY SERVICES/CAMP MANAGEMENT/CAMP COORDINATION SECTOR
GBV Key Actions**

TARGET: IMPLEMENT SAFE SHELTER AND SITE PLANNING PROGRAMMES

1. Establish information-sharing and coordination systems among organizations that register new arrivals and shelter/site planning organizations.

Key Actions:

- **Participate in a coordinated situation analysis and use this information for safe shelter and site planning programmes.**
- **During registration, identify individuals in need of shelter assistance (i.e., those most vulnerable to sexual violence (SV)).**

2. Select sites that allow sufficient shelter space for the population and that do not pose additional security and protection risks.

Key Considerations:

- **Proximity to borders (to reduce risk of cross-border attacks) or other specific high-risk areas.**
- **Proximity to fuel collection and other activities that involve movement outside the designated site.**

3. Establish shelter committees with equal female and male participation; monitor to ensure that women participate in the decisions and that their needs are met.

Key Actions:

- **Facilitate the participation of both women and men by reviewing their other roles and support community mechanisms to address barriers to women’s equal participation.**
- **Provide both women and men with the same benefits for their input and their work in construction.**

4. Plan the physical layout of the site in collaboration with the community shelter committee, incorporating prevention and response to SV.

Key Actions:

- **Plan location of shelter areas to promote a sense of community and reinforce community-based protection.**
- **Provide a common area for children to play where family members can watch them from the shelter.**
- **Carefully plan water and sanitation facilities.**
- **Make arrangements for lighting in communal areas and lighting for individual use.**

5. Designate space for community centers, safe spaces for women/girls, child-friendly spaces, confidential access to SV care at health centres, and other services and facilities related to prevention and response to SV (allow for physical access, privacy and confidentiality/ anonymity).

Key Actions:

- **Consult with women in the community to design a women’s centre. In most sites, the women’s centre will be the space for recreation, reproductive health (RH), and SV-related services.**
- **Establish child-friendly spaces where children can meet and share their experiences and concerns with staff and each other.**
- **Mobilize women and girls to participate in managing the spaces and activities.**

6. Design communal shelters to maximize safety and prevent SV. If communal shelters are to be used, even as temporary measures at the onset of the emergency:

Key Actions:

- **Provide adequate material for partitions between families.**
- **Accommodate single women and single men in separate communal booths.**
- **Seek ongoing input from women to ensure their needs and security concerns are addressed**
- **Inspect communal shelters regularly to monitor security and protection.**

7. Design and allocate shelters/plots to maximize safety and prevent sexual violence.

Key Actions:

- **Ensure that individual shelter allocation does not compromise protection.**
- **Establish clear, consistent and transparent systems for shelter allocation, distribution of any shelter materials and criteria for qualifying for shelter assistance.**
- **Provide materials that are necessary for shelter construction but are not easily available in the environment.**
- **Do not make women and girls dependent on men for shelter construction or shelter allocation.**
- **Conduct regular consultations with women, girls and groups with special needs on shelter issues.**

TARGET: IMPLEMENT SAFE FUEL-COLLECTION STRATEGIES

1. Assess and analyze information about the location(s), routes, means and personal safety for collecting cooking and heating fuel. Participate in a coordinated situational analysis.

Key Actions:

- Consult with women and children, community leaders and other relevant groups.
- Consult with the local community about their own safety during fuel collection and about allowing the displaced population safe access to collect fuel.

2. Reduce fuel consumption by implementing saving measures.

Key Actions:

- Provide fuel-efficient stoves to reduce the amount of fuel required.
 - Consult with women for selection of the type of energy-saving fuel stove.
 - Mobilize women and community leaders to promote the use of energy-saving stoves and to train women in their use.
 - Add milling or other means to reduce cooking times for food rations.

3. Implement strategies to increase safety and security during fuel collection.

Key Actions:

- Mobilize the community into mixed groups of men and women to collect fuel.
- Establish regular patrols with reliable security personnel to designated areas where organized firewood collection can be done by the population at specified times.

4. When feasible and appropriate, request and ensure adequate funding to meet temporary fuel needs during the early stages of an emergency and/or to provide fuel to community members who are unable to collect their own fuel.

Key Actions:

- Fuel that is distributed should be culturally acceptable and easy to use.
- Pay attention to the issue of displaced populations selling firewood as a source of income and risking exposure to violence while collecting fuel.
- Involve women and girls in any distribution of fuel.
- Identify priority groups that should receive fuel if fuel distribution is not available for everyone.

1. Coordinate with the GBV Working Group on incidents that occur during firewood collection. Information-sharing must be done in accordance with the guiding principle of confidentiality and anonymity for survivors.

Key Actions:

- If the survivor does not give consent to refer her case to police/security, then incident information can be compiled anonymously into data reports that give no identifying information.
- Use this information to inform and problem-solve with the community about security risks.

TARGET: PROVIDE SANITARY MATERIALS TO WOMEN AND GIRLS

5. Provide individual sanitary packs for all women and girls from at least 13 to 49 years.

Key Actions:

- Estimate the number of menstruating women and girls at 25% of the total population.
- Consult with women and girls to identify materials most culturally appropriate.
- The following can be used as a guide in preparing the first sanitary packs, with changes made later after consultations with women and girls. A basic sanitary pack for one person for six months:
 - i. 2 square metres absorbent cotton per six months OR 12 disposable sanitary towels per month
 - ii. 3 underpants
 - iii. 250 grams of soap per month (in addition to any other soap distribution)
 - iv. 1 bucket (can last for 1 year)
- Distribute sanitary packs at regular intervals throughout the emergency and distribute to any new arrivals.

6. Actively seek participation from relevant groups in the distribution of sanitary packs.

Key Actions:

- Consult with and facilitate the participation of women and girls.
- Seek input and participation from community-based health providers (e.g., health promoters, animators).

7. If there is an accurate database with disaggregated age and sex data, use that database to develop the distribution list for sanitary packs. If there is no database, or if it is uncertain, inaccurate or incomplete, collaborate with women and girls and community health providers to develop a distribution list. Avoid using family ration or registration cards unless there is a clear indication of sex and age breakdown.