



Terre des hommes

Helping children worldwide.



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Responsibilities in case of emergency and humanitarian crisis.

Children in time of humanitarian crisis make up one of the five Tdh strategic and programmatic priorities raised in the strategic document “*Vision 2030: Making a difference*”, and in the strategic plan 2016/2020. The objective of the program “emergencies and humanitarian crisis” is the following: “*By 2020, Terre des hommes will respond immediately and effectively to the needs of children during major humanitarian crises and will contribute significantly to ensure access by the most vulnerable children to basic health care services as well as a protective environment. Terre des hommes will also contribute to the rehabilitation of the health and welfare systems.*” The Terre des hommes Founda-

tion, within TDHIF, is well recognised as a leading organisation on child welfare in the humanitarian aid sector, both internationally and in Switzerland, and is sought by all humanitarian aid actors in particular for its expertise on child protection in humanitarian crises.”

The present internal memo aims to establish a framework defining the roles, in terms of internal coordination, collaboration and decision-making at Tdh, in cases of emergency and humanitarian crises, namely between the Geographic Operations Division and the Humanitarian Aid Division (DAH).

Presence of Tdh in the country.

Emergency aid falls under the authority of the DAH.

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According to the extent of the emergency, the DAH may decide to delegate all or part of the implementation of the emergency aid to the delegation belonging to the Geographic Operations Division. The DAH thus stays on top of the crisis, confirms the strategy and guarantees technical support, but doesn't directly put in place aid. In countries with chronic and protracted crisis, delegations commit to, at the very least, monitoring the changing dynamics of the situation and implementing a humanitarian aid project.

The management of emergency intervention falls under the responsibility of the delegation and the Geographic Operations Division.

The delegation commits, at the very least, to doing an analysis of the situation and a follow-up of the developments, in order to encourage decision-making, familiarity with the situation and in order to move the contingency plan forward. DAH can provide support upon request.

3

Emergency aid falls under the authority of the DAH.

2

Emergency aid falls under the authority of the DAH.

1

No intervention by Tdh.
Support to other members of the Federation is possible.

YES

Level of crisis

NO

FAQ on the framework for DAH intervention in cases of emergency and humanitarian crisis.

What is a level 1, 2 or 3 crisis?

Tdh defines three levels of crisis that affect the *modus operandi* in response to the crisis, and consequently, the manner in which the DAH and the Geographic Operations Division are brought together to collaborate with each other. Here are the 3 levels of crisis:

Level 1 «*low-level crisis*»:

A one-time urgent situation of minimal or low severity that is confined, seasonal, sudden or structural. Local and/or national authorities guarantee and coordinate the emergency aid.

Level 2 «*humanitarian crisis*»:

Medium-level crisis, localized or widespread, seasonal, sudden or structural, and having an impact on the country's stability. The local and national authorities who assure and/or coordinate the response are involved parties. In general, the agencies of the United Nations (OCHA) are equally present and oversee the humanitarian aid. These crisis require particular attention on the part of the humanitarian-relief organizations (reliefweb, ACAPS...) and on the part of the donors (ECHO, OFDA, CdB...).

Level 3 «*severe humanitarian crisis*»:

Major humanitarian crisis, created by man or nature, sudden or complex, that are characterized by massive violence; people displacement, damages extended to the society and to the economy and necessitating massive and multi-sector humanitarian aid. Generally, in such situations, we note constraints or complete obstruction to humanitarian aid, as a result of political and military constraints and/or security risks to the humanitarian workers. The local and/or national authorities, who ensure and/or organize the aid, are involved parties. The agencies of the United Nations (OCHA) are equally present and oversee the humanitarian aid. These crisis require particular attention on the part of the humanitarian-relief organizations (reliefweb, ACAPS...) and on the part of the donors (ECHO, OFDA, CdB...).

How and by whom are the levels of crisis determined?

In order to determine the level of crisis, Tdh refers, at the same time, to the OCHA classification (www.unocha.org/where-we-work/emergencies) and to ACAPS (www.acaps.org/countries) as well. The level of crisis is determined by the DAH. The list of countries in crisis is reviewed every trimester by the DAH, in collaboration with the Geographic Operations Division, with the aim of following-up on the situation and of deciding on possible humanitarian aid intervention.

Does the DAH follow quality and accountability criteria?

Yes. Whatever the level of crisis or method of intervention by the DAH may be, humanitarian crisis interventions follow the procedures of Tdh and the donors, in terms of logistics, finance, administration and human resources. They also follow the thematic policies of Tdh, especially ones concerning Humanitarian Crises (Child Protection, Mother-child healthcare, WASH*, Shelter and non-food items) as well as international humanitarian standards of quality and accountability (Sphere, Minimum Standards for Child Protection in Humanitarian Action, Core Humanitarian Standards).

I would like to know more about DAH?

Don't hesitate to refer to Vision 2030, to the strategic plan 2016/2020 and to thematic policies relating to Humanitarian Crisis (protection, NFIs/shelter, WASH*, health).

And if you prefer the visual, you can always go to visit the DAH channel on Vimeo: vimeo.com/album/4181384

* Water, Hygiene and Sanitation

I am responsible for a region/delegate in a country where Tdh implements one or many of the 4 priority programmes of the Foundation (migration, juvenile justice, protection, mother and child health and labour exploitation).

A humanitarian crisis arises. What should I do ?

The Geographic Operations Division must consult the DAH. According to the level of the crisis, defined by DAH, different scenarios are possible (see the previous outlined plan).

A level 2 or 3 crisis develops. What does that mean for my delegation ?

The emergency aid falls under the authority of the DAH. In this framework:

- A DAH team is sent to the site in the days following the crisis for the purpose of analysing of the situation, of bringing immediate aid to the people, of defining the response strategy and of developing the first proposal.
- The DAH team from headquarters is then replaced by a DAH team on the site whose leader is a Humanitarian Aid Delegate/Coordinator (AH) that remains under the responsibility of the DAH.
- The humanitarian aid program is defined and put in place by the AH Delegate/Coordinator in the country of intervention. He/she ensures the implementation of the emergency response in the country of intervention.
- The AH Director and the Delegate of the Geographic Operations Division work closely together and ensure Tdh's proper coordination of intervention in the country**.

In the framework of level 2 crisis, according to the extent of the emergency, the DAH may decide to delegate all or part of the implementation of the emergency aid to the delegation belonging to the Geographic Operations Division. The DAH thus stays on top of the crisis, confirms the strategy and guarantees technical support, but doesn't directly implement the aid.

** The model of roles and responsibilities between the AH Director and the Delegate from the Geographic Operations Division is currently being defined. The minimum model that will be adapted to each situation is the question at hand.

A level 2 or 3 crisis develops. Who of the DAH will come ?

The emergency team sent to the field consists of 1 Humanitarian Aid Desk Officer (team leader), Humanitarian Specialists (WASH, Health, Protection, Finance Controller, Logistician) and 1 staff from the Communication Department to deal with the media. During level 2 crisis, it is at least 1 Humanitarian Aid Desk Officer and 1 Humanitarian Specialist.

A level 2 crisis develops. Emergency aid falls under the authority of the DAH. In which sector will the DAH intervene ?

According to Vision 2030, the response is either directly implemented by Tdh or through partner in priority in the areas of focus of the countries affected by the crisis (healthcare and/or protection). In addition, the program takes into consideration the relief – rehabilitation – development contiguuum as well as DRR measures (Disaster Risk Reduction). Finally, the target population are the children and their communities, who are the most vulnerable victims in humanitarian crises and who will benefit from Tdh programs in the long term.

And if the crisis is a level 3 crisis ?

Intervention is organized according to the following criteria :

- **Target Population** : the most vulnerable children and their communities.
- **Emergency Phase** : direct and multi-sector assistance (items of primary necessity, WASH*, shelter, mother and and child health and protection) to the urgent needs of the people with a focus on the survival of the child; analysis of the situation.
- **Rehabilitation Program/Phase** : targeted assistance, adapted, participatory and respectful of the internal response capacities (livelihood, shelter, WASH*...); support to the recovery of health and protection systems.



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