Non-blanket distribution of relief items in the camps

Site Management Sector in consultation with Site Management agencies has prepared this document in order to propose a harmonized approach and support the distribution of aid in the camps when assistance is provided by private donors and/or insufficiently to all the residents of one or more camps.

Distribution of food and NFIs are done targeting all Forcibly Displaced Myanmar Nationals recognized as eligible for assistance based on the registration processes.

However, charities and special donors continue to provide partial assistance prior or during specific religious occasions such as Eid el Adha, Ramadan amongst others. Relief items are also available on ad-hoc basis for a certain number of the population and sometimes with a target that can be as low as 20 HHs in a single camp.

Selecting a small number of HHs for additional assistance pauses several problems and challenges such as:

- **Duplication of assistance** where some members might benefit from the same assistance more than once leaving some with no assistance in some cases.
- **Corruption** as selection is done through specific community members who in most cases charge money in return for assistance.
- **Inter communal violence** due to corruption as members of the community don’t perceive the assistance is fair and transparent.
- **Exclusion of vulnerable groups who end up not** benefitting from the additional assistance as in many cases, aid can end up being distributed through powerful men in the community. Additionally, vulnerable groups might not have the means to pay in return for assistance.

Distribution of humanitarian aid in the form of Food and Non-Food Items (NFIs) should respect the following principles and rights:

1. Protection principle 1: Avoid exposing people to further harm as a result of your actions.
2. Protection principle 2: Ensure people’s access to impartial assistance.
3. The right to receive humanitarian assistance: The right to receive humanitarian assistance is a necessary element of the right to life with dignity. This encompasses the right to an adequate standard of living, including adequate food, water, clothing, shelter and the requirements for good health, which are expressly guaranteed in international law. The Core Humanitarian Standard and the Minimum Standards reflect these rights and give practical expression to them, specifically in relation to the
The provision of assistance to those affected by disaster or conflict. Where the state or non-state actors are not providing such assistance themselves, we believe they must allow others to help do so. Any such assistance must be provided according to the principle of **impartiality**, which requires that it be provided solely on the basis of need and in proportion to need.

4. This reflects the wider principle of **non-discrimination**: that no one should be discriminated against on any grounds of status, including age, gender, race, colour, ethnicity, sexual orientation, language, religion, disability, health status, political or other opinion, and national or social origin.

To ensure the distributions are carried out in a fair and transparent manner, SM would like to support in ensuring the process is harmonized to avoid the above problems. The below is a suggestion of how SM and CiCs can work together to address these issues while supporting the community.

1. After target and purpose of assistance is clarified, criteria is set by the SMS in agreement with the CiC.
2. SMS selects the beneficiaries based on selection criteria.
3. SMS communicates to the community when needed about the distribution especially if targeting more than 30% and less than 100%.
4. SMS and CiC agree on date/time of the distribution to ensure space is available for the distribution.
5. SMS attends the distribution to ensure it’s conducted in a safe manner and ensuring crowd control.
Recommendations based on existing practices:

1. Communicate before and during distributions with local officials/leaders and the community about your role, procedures, criteria and shortages to avoid causing conflict and tension between the community and other NGOs working in the areas after you leave.
2. Consider house-to-house distributions with female staff present or transportation support for people who are unable to leave their homes or have movement limitations (e.g., PWD, elderly, pregnant women, female-and child headed households).
3. Have separate queues for males and females for both registration and distribution, using guide ropes and signs; have separate Priority Line that helps at-risk groups first: PWDs, sick, elderly, pregnant women, unaccompanied children, parents with infants, female and child headed households.
4. Provide seats and share for pregnant women, PWD, elderly, etc. who cannot stand queuing for long periods. Prioritize vulnerable group when distribution start so the wait in line is shorter.
5. Use clear signs in local language with large font, contrasting colors and symbols/drawings.
6. If any suspicious behaviour is identified, staff should refer to local authority.
7. Ensure all distribution staff have an induction to referring protection cases (CP, GBV) and PSEA (can share hotline/complaints details and how to report it).
8. Conduct PDM to consult beneficiaries on if they safely accessed, get feedback and details on what can be improved.
9. Recruit male and female volunteers are respected in the community and do not employ children under 18 years old.
10. Employ female staff, including as: registration officers, distribution officers, porters, monitors and supervisors. Have female staff talk to and be available for women and girls during the distribution and listen to their concerns. Make distribution staff visible with hats, vests and other visibility materials.
11. Train staff on Do No harm, Protection from Sexual Exploitation and Abuse (PSEA) and Child Safeguarding, and sign and adhere to Code of Conduct that respect and uphold the rights of beneficiaries and PSEA.
12. Set up communication and complaints mechanisms or desks that are clearly marked; for ex: feedback desks, face to face interviews with beneficiaries, including women and children.
13. Staff in the feedback desks should be trained on identification and referral of child protection concern.
14. Protect beneficiary lists and ensure they only have necessary information to avoid traceability. Apply data sharing agreements for lists if they need to be shared with other humanitarian partners. Password protect soft copies of lists and keep hard copies in locked cabinets.