

# **GUIDELINES FOR THE PRODUCTION OF RADIO PROGRAMMES ON DISASTER RISK MANAGEMENT**

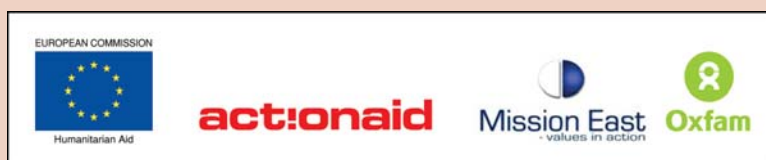


**Association of Community Radio Broadcasters Nepal**

# Content

Opening Words	3
Executive Summary	4
Background	5
Objectives of the Guidelines	5
Methodology/Process	6
Disaster Scenario in Nepal	6
Causes of Disasters	8
Types of Disasters	8
Impacts of Disasters	8
Disaster Risk Management	9
Disaster Management Cycle	9
Considerations for the Radio	10
Approaches and Preparation	11
<i>Annex 1: Terminology</i>	13
<i>Annex 2: Minimum Standards for Humanitarian Support</i>	17

The publication of this document is supported by



**Document:**

Guidelines for the Production of Radio Programmes  
on Disaster Risk Management

**Prepared by:**

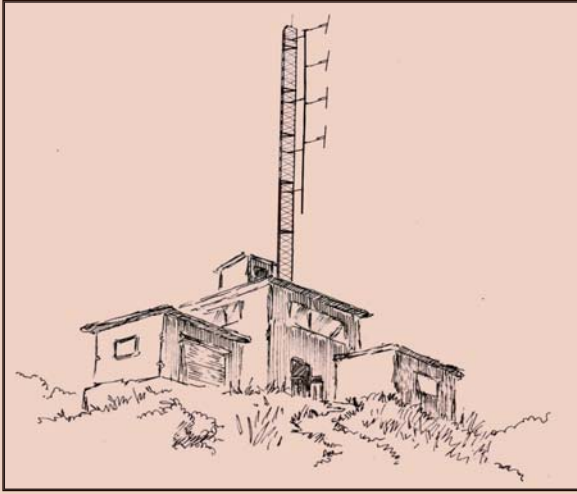
Ram Chandra Neupane

**Published by:**

Association of Community Radio Broadcasters Nepal, Chakupat, Lalitpur  
P. O. Box 19324, Kathmandu, Tel.:+977-1-5551161, 5551171, Tel/Fax: +977-1-5548406

**Copy Right 2010:**

Association of Community Radio Broadcasters Nepal



## Opening Words

Association of Community Radio Broadcasters Nepal has been working towards capacity building of community radio stations and the achievement of their rights so they can be an effective medium for social transformation and development.

In order to help them make their programmes more relevant and effective, we have been conducting various studies and preparing documents. Recently, the association prepared a guideline on disaster risk management and the role that community radio stations can play to mitigate the damage and loss of property and life caused by disaster each year in Nepal.

The essence of the study, information that can be contained in a radio programme, was converted into this guideline report by the association in co-operation with DIPECHO partners: Action Aid Nepal, Care International, Danish Red Cross, Handicap International, Mercy Corps, Mission East, Oxfam GB, Practical Action, UNDP-BCPR, and Regional Climate Risk Reduction Project in the Himalayas. It contains local and national issues, causes of disasters, their impacts, processes that involve management of disasters so that community radio stations can prepare pro-public programmes and distribute and broadcast them to raise public awareness and help protect the human rights of the people at risk and notify authorities of their responsibilities. This essential knowledge and awareness, we hope, will help save lives and property of the Nepalese people.

I would like to thank Mr. Ram Chandra Neupane, association staffs, executive members, and local authorities who contributed to making the guideline.

Min Bahadur Shahi  
Chairperson

## Executive Summary

Nepal is at high risk in terms of natural disasters. There are more than 1000 deaths per year due to floods, landslides, epidemics, wildfires, windstorms, Glacier Lake Outburst Flood, and earthquakes. According to Ministry of Health, Government of Nepal, there are more than 16,000 households displaced annually and an economic loss of NRs. 1,200 million caused by natural disasters.

From the World Conference on Disaster Risk Reduction in Kobe, Japan, 2005, the Hyogo Framework for Action 2005 - 2015 came into force. It provides global guidelines for disaster management. Nepal has already endorsed the National Strategy of Disaster Risk Management on the basis of Hyogo Framework, but it has not been properly implemented yet.

There are various risks at the local level. On one hand, Nepal lies on a seismically active zone and has a fragile geological structure and, on the other hand, proper policies, government access to rural and remote places, and public awareness and knowledge are lacking. There is an urgent need for all sectors to address disaster related issues. Awareness campaigns should be conducted for the initiation of comprehensive disaster risk management. The mass media has to raise its voice on the frequency and intensity of disasters, vulnerabilities, risks, rights, and responsibilities and shape mainstream disaster risk reduction (DRR) programmes into development efforts.

The disaster management (DM) cycle should be considered while news and information are collected. Voices of affected communities need to be captured and experts consulted. Information should be provided capturing the voices of communities, experts, civil societies, and government authorities. To make information more accessible, programmes should be catchy, attractive, and entertaining.

When does a particular disaster occur? What possible impact can it have? Which community and economic class is effected? What are the causes? Such questions and issues have to be considered while preparing reports and terminologies have to be accurate. Media personnel can also focus on disaster preparedness and possible disaster risk reduction measures. Disaster preparedness and the transfer of information on this topic is a good way to help reduce loss of life and property and this strengthens the capacity of communities and makes them safer.

# 1. Background

Disaster management and risk reduction is a great challenge to any economically poor nation such as Nepal. Our case is further aggravated due to lack of knowledge and information mostly amongst high risk communities. The poor, ethnic minorities, marginalized, women, children, the elderly, and differently-abled people are at greater risk. Earthquakes, water-induced disasters, and impacts of climate change are prime factors that hamper lives and livelihoods in Nepal.

Having fragile geology and complex topography, the Hindu-Kush Himalayan Region is highly prone to monsoon disasters. In this regard, it is urgent to raise mass awareness and strengthen the capacity of communities to cope with such challenges. Much effort is required to increase understanding levels of communities and make them capable of tackling such challenges. It is the responsibility of the media to disseminate information and knowledge on DM/DRR as the media is the fourth institution of the nation. Media persons are responsible to their audiences and they should move pro-actively and help make communities that are at high risk safer.

Although they may not be experts, media personnel help sensitize the public as they have integrated knowledge. Discussion and advocacy of DM/DRR has been started only recently and even during this time, due to the ongoing political transition, the media has given little priority to humanitarian issues. The media can play a vital role in making the community safer and prevent the loss of property and life.

# 2. Objectives of the Guidelines

The main objective of this publication is to provide guidelines for the production and broadcasting of radio programmes on DM/DRR and help increase the





capacity of radio stations and ultimately communities to cope with disasters through increasing awareness and programme knowledge. Specific objectives of the guidelines are as follows:

- To broadcast programmes through the proper identification of local and national issues related to disasters;
- To disseminate fundamental knowledge and information that safeguard the rights of disaster affected communities; and
- To contribute to mass awareness and advocacy of DM/DRR, making it possible to produce, distribute, and broadcast effective radio programmes through the use of the guidelines.

### 3. Methodology/Process

Due to the urgent need to identify different components and mechanisms that mainstream disaster issues through the media, mostly among community radio stations, this guideline has been prepared using the following methods:

1. Study, review, and analysis of published and broadcasted reports and related materials;
2. Discussion and interaction with concerned stakeholders and organisations;
3. Meetings, discussions, and interactions with disaster affected communities;
4. Questionnaire and information collection at the community level; and
5. Preparation of guidelines analysing the information and suggestions of various stakeholders.

### 4. Disaster Scenario in Nepal

There is significant loss of human life and property every year due to disasters in Nepal and around the world. Nepal, in particular, is at high risk. Floods, landslides, heavy or no rainfall, fires, epidemics, windstorms, and lightning strikes take place every year. We are 11th on the list of high risk nation for earthquakes and 30th on the list of nations at high risk for water related disasters (UN/BCPR 2004).

Table 1: Disasters and their impact: 1971 to 2006

S. N.	Event	Deaths	Injured	Affected people	House loss	House damage	Loss of land (ha)	Cattle lost
1	Drought	1	1512				329,332	
2	Earthquake	873	6842	4539	33710	63		2257
3	Epidemic	15529	37773	323,896			1	78
4	Wildfire	1081	735	218,128	62634	2762	352	113,922
5	Flood	2884	349	3315,781	70115	1041	196,955	31117
6	Landslide	3899	1188	480,069	16799	1209	21797	9046

Source: *Nepal Disaster Report, 2009*, MoHA/GoN, DPNet-Nepal, UNDP, and Oxfam GB Nepal

Within the width of an average 90 km, Nepal rises from 60 to 8,848 metres above the sea level. This topology leaves it at high risk of disasters and varied climatic factors and geology highly prone to floods, landslides, avalanches, and Glacier Lake Outburst Flood (GLOF). Due to illiteracy and inability to adopt risk reduction measures, Nepal is suffering from frequently occurring epidemics, fires, windstorms, and other problems. Table 1 shows that more than 6,000 fast flowing rivers and rivulets from the Himalayas to the north to the Chure range to the South can be extremely destructive.

Table 2: Disasters and their impact according to geographical structure

Types of Disaster	Geographical Area		Cause
	High impact	Less impact	
Earthquake	Mountain	Terai	Tectonic movement
Flood	Terai	Mountain	High rainfall and dam made by India on the border
Landslide	Mountain		Weak, unstable and steep terrain, soil erosion, deforestation, etc.
Wildfire	Terai	Mountain	Lack of knowledge on proper use of fire, dense settlement
Epidemic	Terai, Mountain	–	Lack of hygiene and safe drinking water, malnutrition, lack of access to health services
GLOF	Mountain, hill	Terai	Climate Change: According to ICIMOD and UNEP, among 3,115 glacial lakes, 22 are at risk of outburst.

Source: RC Neupane, *Disaster Management Training Report*, Lutheran World Federation, Nepalgunj, Banke 2009

## 5. Causes of Disasters

There are mainly two causes for occurrence of disaster:

### 5.1 Natural cause:

Disasters occur due to nature, for example: rainfall, flood, landslide, earthquake, volcano, tsunami etc.

### 5.2 Human cause:

Disasters that occur due to human activities are called manmade disasters. For example: environment pollution, malnutrition, vehicle accidents, industrial and chemical accidents, and so forth.

## 6. Types of Disasters

### 6.1 Slow occurrence disasters: desertification and drought

### 6.2 Fast occurrence disaster

- Geological disasters: earthquakes, volcanic eruptions
- Water related disasters: floods, landslides, inundation, avalanches, hailstorms, Glacier Lake Outburst Flood
- Hydro-meteorological disasters: windstorms, cold waves, lightning strikes, tsunami
- Manmade disasters: social conflicts, wars, quarrels
- Fire induced disasters: forest fires, fire at industries, homes, vehicles, etc.
- Food induced disasters: Famine, malnutrition, epidemics
- Technological disasters: chemical, industrial and vehicle accidents
- Biological disasters: wildlife attack, epidemics, viral and insect attacks

## 7. Impacts of Disasters

### 7.1 Human cost: lives lost, injuries

### 7.2 Economic cost:

- Loss of reserves: food, clothes, valuables, important documents
- Physical infrastructure: houses, sheds, electrical power, drinking water supply
- Land: farm land, fish pond
- Crops: cash crops, food, gardens
- Livestock: cow, buffalo, goat, hen, pigs and many more
- Public property: schools, libraries, roads, bridges, drinking water systems, electricity plants



### 7.3 Long term impact:

- Mental impact
- Economic impact: individual and social, livelihoods
- National impact
- International impact
- Effect on human resource



## 8. Disaster Risk Management

Human-induced disasters can be controlled to a high extent but natural causes of disasters cannot be controlled. Research and experiment however have proven that destruction of property as a result of disasters can be reduced. We are facing the risk of disasters in daily life directly or indirectly. The need to establish the practice of regularly washing hands before meals or after using the toilet is important, as is the need for communities to become aware and informed in coping with disasters. There are several causes for the occurrence of disasters and it is necessary to have a micro-level study for the cause and impact of disasters. Disaster management is defined as entire activities carried out to reduce the disaster in three stages, i.e., pre-disaster, disaster, and post disaster.

## 9. Disaster Management Cycle

Disaster management has three stages: pre-disaster, disaster, and post disaster. Generally, people make considerations for disasters only after they occur and they usually prepare for disasters and post disasters. Pre-disasters are neglected although they are the most crucial. Thus all activities carried out before, during, and after a disaster are part of a cycle and it is called the disaster management cycle as presented below.



# 10. Considerations for the Radio

## 10.1 Annual Calendar

Media personnel should know the possible occurrences and areas for disasters when they produce material related to disaster risk management. We have a calendar as follows:

Event/Month	1	2	3	4	5	6	7	8	9	10	11	12
Flood												
Landslide												
Epidemic												
Windstorm												
Wildfire												
Earthquake												
Hailstorm												
GLOF												
Cold wave												

## 10.2 Pre-disaster

- Identification of disaster: identification and mapping of hazard
- Contingency plan (emergency action plan)
- National legislation or policies, strategy, act and programme
- Human resource mobilization, training, workshop, seminar
- Resource and relief of response management
- Framework for resettlement and rehabilitation
- Framework for re-construction
- Measures to reduce disaster (structural, non-structural, food security)
- Disaster Preparedness plan
- Emergency fund, First Aid kit, and Go Bag
- Coordination with all aspects of disaster management
- Identification of stakeholders and work division
- Practice of disaster resistance technology and development work
- Assessment of disaster impacts and development work
- Mainstreaming disaster risk reduction and development work

## 10.3 Disaster

- Patience, control, and use of safety measures
- Rescue and relief if one is safe
- Waiting and following the government's guidelines
- During emergency, move to a safe area with the Go Bag
- Rescue and relief management

## 10.4 Post Disaster

- Regularity with relief management activities
- Disaster Impact Assessment
- Reconstruction and maintenance of affected structures
- Resettlement and recovery
- Assessment of current disaster management plan
- Minimal use of important services

# 11. Approaches and Preparations

Media personnel have to prepare the following materials while considering the different stages of disaster management:

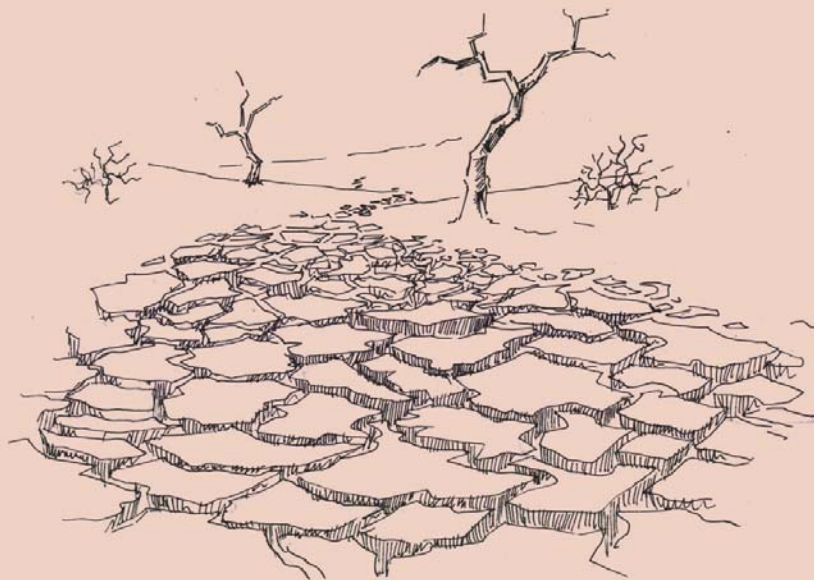
S. N.	Subject	Issues	Area
1.	Information	Preparedness	<ul style="list-style-type: none"> <li>• Flood</li> <li>• Landslide</li> <li>• Epidemic</li> <li>• Wildfire</li> <li>• Windstorm</li> <li>• Earthquake</li> <li>• Drought/Food insecurity/Malnutrition</li> <li>• GLOF</li> <li>• Avalanche</li> </ul>
2.	Approach/ Knowledge	Disaster management	<ul style="list-style-type: none"> <li>• Disaster and its origin</li> <li>• Vulnerability</li> <li>• Risk and its nature</li> <li>• Disaster and its situation as a result of the hazard</li> <li>• Search and rescue</li> <li>• Information collection and analysis during emergency</li> <li>• Relief management</li> <li>• Resettlement</li> <li>• Reconstruction</li> <li>• Reduction</li> <li>• Disaster Impact Assessment</li> <li>• Community Based Disaster Management Committee</li> <li>• Minimal criteria for humanitarian support</li> <li>• Sphere project</li> <li>• The rights of disaster affected community</li> <li>• Sociocultural structure</li> <li>• Economic and technical capacity</li> </ul>
3.	Interaction	Local, national, and international norms and values, safeguarding human rights during disasters	
4.	Policy and advocacy	<ul style="list-style-type: none"> <li>• National strategy of disaster risk management</li> <li>• Disaster Management Act, Policy and Law</li> <li>• Activities and implementation</li> </ul>	<ul style="list-style-type: none"> <li>• Disaster management and risk reduction plan with regards to the national plan</li> <li>• Responsibility of the working group regarding response, relief, and rescue</li> <li>• Compensation and its criteria</li> <li>• Duty and rights of victims</li> <li>• Participation of affected community in the programme and access to decision making</li> </ul>

5.	Social desire/Event description	Field study	<ul style="list-style-type: none"> <li>• Effectiveness of disaster management and risk reduction programme</li> <li>• Success and failure of programme</li> <li>• Community acceptance</li> <li>• Replicable and scalable best practices and success stories</li> <li>• Non-replicable practices and failures</li> </ul>
6.	Inclusiveness	Community participation	<ul style="list-style-type: none"> <li>• The gender approach and issues</li> <li>• Participation and issues of the poor and the marginalized community</li> <li>• Communities who are compelled to stay in vulnerable places</li> <li>• Issues of specially abled persons</li> <li>• Issues of adults, children, and women</li> <li>• Approaching leading issues</li> </ul>

### Reference Materials

It is necessary to understand issues and increase knowledge through these materials:

- National Strategy of Disaster Risk Management 2066, Government of Nepal
- Preparedness in Practice 2007, DpNet Nepal
- Disaster Knowledge Series (series 1 - 15), ECO Nepal
- Paryawaran Monthly, ECO Nepal
- Chetana Radio and Television programme, ECO Nepal
- Tragedy of Disaster, Oxfam GB Nepal, ECO Nepal
- Disaster Risk Reduction toolkit for CA members, 2066



# Annex 1: Terminology

**Adaptation:** the adjustment of the natural or human system in response to actual or expected climatic stimuli or their effects, which results in moderate harmful situations or turns environments into beneficial opportunities.

**Biological Hazard:** exposure to pathogens, toxins, and bioactive substances that may cause loss of life, injury, illness or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, and environmental damage.

**Building Code:** a set of ordinances or regulations and associated standards aimed at controlling aspects of the design, construction, selection of materials, alteration, and occupancy of structures that are necessary to ensure human safety and welfare including resistance to collapse and damage.

**Capacity:** strengths, attributes, and resources within a community, society, or organization that can be used to achieve agreed goals.

**Capacity Development:** the process by which people, organizations, and society systematically stimulate and develop their capacities overtime to achieve social and economic goals while improving knowledge, skills, systems, and institutions.

## Climate Change

- a) The Inter-governmental Panel on Climate Change (IPCC) defines climate change as: “a change in the state of the climate that can be identified (e.g., by using statistical tests) by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer. Climate change may be due to natural internal processes or external forcing or to persistent anthropogenic changes in the composition of the atmosphere or in land use”.
- b) The United Nations Framework Convention on Climate Change (UNFCCC) defines climate change as “a change of climate which is attributed directly or indirectly to human activity that alters the composition of the global atmosphere and which is in addition to natural climate variability observed over comparable time periods”.

**Contingency Planning:** a management process that analyses specific potential events or emerging situations that might threaten society or the environment and establishes arrangements in advance to enable timely, effective, and appropriate responses to such events and situations.

**Coping Capacity:** the ability of people, organizations, and systems to face and manage adverse conditions, emergencies or disasters in line with available skills and resources.

**Corrective Disaster Risk Management:** management activities that address and seek to correct or reduce disaster risks which are already present.

**Critical Facilities:** primary physical structures, technical facilities, and systems which are socially, economically or operationally essential to the functioning of a society or community, both in routine circumstances and during extreme circumstances of an emergency.

**Disaster:** serious disruption of the functioning of a community or society involving widespread human, material, economic or environmental losses and impacts, which exceeds the ability of the affected community or society to cope using its own resources.

**Disaster Risk:** potential disaster losses in terms of lives, health status, livelihoods, assets, and services, which could occur to a particular community or society over some specified time period in the future.

**Disaster Risk Management:** the systematic process of using administrative directives, organizations, and operational skills and capacities to implement strategies, policies, and improved coping capacities in order to lessen the adverse impacts of hazards and the possibility of disaster.

**Disaster Risk Reduction:** the concept and practice of reducing disaster risks through systematic efforts that analyse and manage factors causing disasters such as reduced exposure to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness of adverse events.

**Disaster Risk Reduction Plan:** a document prepared by an authority, sector, organization or enterprise that sets out goals and specific objectives for reducing disaster risks while actions are carried out to accomplish these objectives.

**Early Warning System:** capacities needed to generate and disseminate timely and meaningful information that enable individuals, communities, and organizations threatened by a hazard to prepare and act appropriately for reduction of possible harm or loss.

**Ecosystem Services:** benefits that people and communities gain from ecosystems.

**Emergency Management:** the organization and management of resources and responsibilities to address all aspects of emergencies, in particular preparedness, response, and initial recovery steps.

**Emergency Services:** set of specialized agencies that have specific responsibilities and objectives in serving and protecting people and property during emergencies.

**Environmental Degradation:** reduction of the capacity of the environment to meet social and ecological objectives and needs.

**Environmental Impact Assessment:** process by which the environmental consequences of a proposed project or programme are evaluated, undertaken as an integral part of planning and decision making with the view to limit or reduce the adverse impacts of the project or programme.

**Exposure:** people, property, systems, or other elements present in hazard zones that are thereby subject to potential losses.

**Extensive Risk:** widespread risk associated with the exposure of dispersed populations to repeated or persistent hazard conditions of low or moderate intensity, often of a highly localized nature, which can lead to debilitating cumulative disaster impacts.

**Forecast:** definite statement or statistical estimate of the likely occurrence of a future event or conditions for a specific area.

**Geological Hazard:** geological process or phenomenon that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage.

**Greenhouse Gases:** gaseous constituents of the atmosphere, both natural and anthropogenic, that absorb and emit radiation of thermal infrared radiation emitted by the earth's surface, the atmosphere, and clouds.

**Hydro-meteorological Hazard:** process or phenomenon of atmospheric, hydrological or oceanographic nature that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage.

**Intensive Risk:** risk associated with the exposure of a large number of people and economic activities to intense hazard events, which can lead to potentially catastrophic disaster impacts involving high mortality and asset loss.

**Land-use Planning:** the process undertaken by public authorities to identify, evaluate, and decide on different options for the use of land including consideration of long-term economic, social, and environmental objectives. Implications for different communities and interest groups and the subsequent formulation and promulgation of plans that describe permitted or acceptable uses.

**Mitigation:** lessening or limitation of the adverse impacts of hazards and related disasters.

**National Platform for Disaster Risk Reduction:** generic term for national mechanisms that coordinate and provide policy guidance on disaster risk reduction that are multi-sectoral and inter-disciplinary in nature involving the participation of the public, private sector, and civil society.



**Preparedness:** knowledge and capacities developed by governments, professional response and recovery organizations, communities and individuals to effectively anticipate, respond to, and recover from the impacts of likely, imminent, or current hazards or conditions.

**Prevention:** safeguard against the adverse impacts of hazards and related disasters.

**Prospective Disaster Risk Management:** management activities that address and seek the prevention of new or increased disaster risks.

**Public Awareness:** the extent of common knowledge regarding disaster risks, the factors that lead to disasters, and the actions that can be taken individually and collectively to reduce exposure and vulnerability to hazards.

**Recovery:** restoration or improvement of appropriate facilities, livelihoods, and living conditions of disaster-affected communities, including efforts to reduce disaster risk factors.

**Residual Risk:** the risk that remains in unmanaged form, even when effective disaster risk reduction measures are in place, and for which emergency response and recovery capacities must be maintained.

**Resilience:** the ability of a system, community or society exposed to hazards to resist, absorb, accommodate and recover from the effects of a disaster in a timely and efficient manner while preserving and restoring essential basic structures and functions.

**Response:** provision of emergency services and public assistance during or immediately after a disaster in order to save lives, reduce health impacts, ensure public safety, and meet the basic subsistence needs of the people affected.

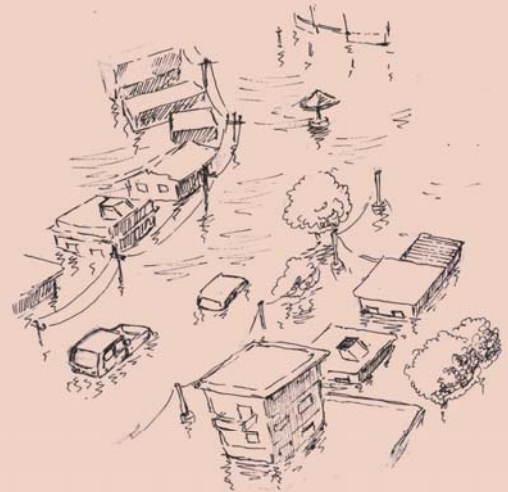
**Retrofitting:** upgrade of existing structures to become more resistant and resilient to the damaging effects of hazards.

**Risk:** probability of an event and its negative consequences.

**Risk Assessment:** methodology to determine the nature and extent of risk by analysing potential hazards and evaluating existing conditions of vulnerability that could potentially harm people, property, services, livelihoods, and the environment on which they depend.

**Risk Management:** systematic approach and practice of managing uncertainty to minimize potential harm and loss.

**Risk Transfer:** process of formally or informally shifting the financial consequences of particular risks from one party to another whereby a household, community, enterprise or state authority who obtains resources from the other party after a disaster occurs in exchange for ongoing or compensatory social or financial benefits provided to that other party.





**Socio-natural Hazard:** increased occurrences of certain geophysical and hydro-meteorological hazard events such as landslides, flooding, land subsidence, and drought that arise from the interaction of natural hazards with overexploited or degraded land and environmental resources.

**Structural Measures:** any construction to reduce or prevent possible impacts of hazards or application of engineering techniques to achieve hazard-resistance and resilience in structures or systems.

**Non-structural Measures:** any measure that uses knowledge, practice, or agreement to reduce risks and impacts, in particular the adoption of policies and laws and public awareness raising, training, and education.

**Sustainable Development:** development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

**Technological Hazard:** a hazard originating from technological or industrial conditions including accidents, dangerous procedures, infrastructure failures or specific human activities that may cause loss of life, injury, illness or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage.

**Vulnerability:** characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard.

**Duck, Cover, and Hold:** the way of sitting during an earthquake or landslide in order to safeguard vital body organs.

**Go Bag:** a bag that can be put in a convenient place and can be carried during a disaster which contains First Aid, light food, and useful instruments.

**After shocks:** minor shocks that is felt after the occurrence of a huge earthquake.

## Annex 2: Minimum Standards for Humanitarian Support

An emergency plan is used during a disaster to reduce destruction. During this period, social, economic, and cultural conditions are not in balance. These criteria are developed in consideration of fundamental humanitarian norms and value that protect the rights of disaster affected communities. The Government of Nepal has already endorsed the criteria. A summary is given below:

### 1. Coordination, Information, and Early-warning Cluster

- Coordinate meetings once in two days during the first week and second week.
- Prepare information regarding the coordination meeting and report.
- Support and distribute the relief materials to people or groups that are at risk.
- Based on the condition and necessity, the team conducts MIRA (Multi-sectoral Rapid Assessment).
- Prepare reports everyday of the first week. Prepare reports once during a week or once in two days as per need.

- Send news to media everyday during the first week within 24 hours.
- Attempt to activate the regional disaster relief committee.
- Coordinate and manage the camp.

## 2. Food Cluster

1. Manage foodstuff (2,100 calories) for each person per day.
2. Make available one or two different complementary food items with foodstuff already being provided especially for small children, HIV-AIDS affected, malnourished individuals, etc.)

## 3. Food Basket

MoHA/GoN has recommended the following food list based on the Hyogo Framework for Action:

- Rice per day per person 420 gram
- Pulses per day per person 60 gram
- Vegetable oil per day per person 30 ml
- Salt per day per person 5 gram

Food should be distributed as per the local situation and distribution should be carried out according to different levels and data obtained by the latest account.

## 4. Shelter and Camp Management

- In average, 3.5 - 4.5 m<sup>2</sup> area is available for a single person.
- 4 x 5 m plastic seat along with rope and other urgently needed materials are available for a family of five members.
- Access of sufficient number of people from the club.
- Provide one full set of clothing to children aged below two years.
- Provide one full set of clothing for women, girls, men, and boys. In addition, provide sanitary and hygienic materials for girls and women.
- Provide people with enough utensils (one set of pot each).
- Develop strategy to close and abandon the camp.
- Identify the land before the camp is established. It should be safe and fulfil the criteria outlined by the Sphere project.
- MoU should be signed with the school and public areas.
- Attention should be made to the practice of cultural values and norms during camp planning.
- Adopt best practices of previous camps.
- Take proper counsel from government agencies, societal organizations, local agencies, and stakeholders.



## 5. Water, Sanitation, and Hygiene

- In the hilly region, provide water for one week through pipes or a tank by establishing relations with the district headquarters. In the terai region, provide minimum five litres of water per day per person, and within the first four weeks make the quantity of water provided 15 litres.
- Provide water guard services for 30 days so that water is purified and provide buckets for water storage.
- Construct temporary toilets for good hygiene (one toilet for each 20 people and, within the

first week, construct more toilets so that for every 10 people one toilet is available) and proper bathing facilities for ladies.

- Distribute First Aid kits or other health related materials to camp residents through the joint effort of district health and drinking water offices, stakeholders, and volunteers of women health and Red Cross.
- Organize activities that focus on habits such as washing hands and purifying drinking water.
- Prepare and improve the district contingency plan in line with the national contingency plan.

## 6. Health and Nutrition

- Start the health surveillance while the preliminary account is conducted.
- Get the primary health post to implement the emergency health service programme at the local level and, for serious cases, referrals are made to the central level health centre.
- Provide transport facilities to patients who are sent by recommendation to referral centres.

## 7. Education

- Organize Rapid Assessment on the basic need for education and related status of people involved in education within the first week of the disaster.
- Identify a temporary place to provide regular education to displaced children in coordination with the District Education Office, community, and local cluster members.
- Establish a temporary learning centre for school children within the first two weeks or within six to eight weeks as per minimum criteria.
- Bring teachers and students together and provide recreational and educational materials while starting the reopening of schools.
- Make sure that school children are admitted or alternative management has been established.

## 8. Protection

- Establish a committee in order to have activities of violence, misbehaviour, and harm reported so that the rights of the victim is protected.
- Investigate whether pro-poor people or marginalized communities are receiving proper facilities and treatment.
- Keep a record of stakeholders and make sure registration is done properly.
- Create a safe environment for women and children.
- Integrate social support into the educational and protection rights programme.
- Help to prevent children's negligence from their care takers.
- Support the identification, registration, and health examination of teenage girls, children under five years, and children without family and help stakeholders to bring about reunions.
- Care and protect children who are not with their family or group of people and who are at risk (lost family members, old or disabled persons, terminally ill patients).
- Ensure that information regarding humanitarian support and temporary solutions is transferred to displaced people.
- Make an effort to involve displaced people in activities planned for temporary solutions so that they are brought back to their homes.
- Advocate for security in camps and resettlement regions.



**ASSOCIATION OF COMMUNITY RADIO BROADCASTERS NEPAL (ACORAB)**

P.O. Box 19324, Kathmandu, Tel.: +977-1-5551161, 5551171, Tel/Fax: +977-1-5548406

Email: [info@acorab.org.np](mailto:info@acorab.org.np), Website: [www.acorab.org.np](http://www.acorab.org.np)

Association of Community Radio Broadcasters Nepal (ACORAB) is an umbrella organization of all community radios in Nepal and it engages itself to promote, protect, and sustain the development of community radios through information sharing, knowledge build up, and skills growth.