

**CHURCH WORLD SERVICE- PAKISTAN/AFGHANISTAN**  
**OFFERS TRAINING ON**  
**“USING SPHERE MINIMUM STANDARDS IN PROJECT CYCLE”**

**JUNE 02-04, 2013**

**KABUL, AFGHANISTAN**

**BACKGROUND**

The impact humanitarian work has on communities depends greatly upon the quality of services and accountability of actions both during emergency and non-emergency times. So during the last one decade there has been an on-going discussion around accountability and its assurance mechanisms.

Church World Service – Pakistan / Afghanistan (CWS-P/A) through its Strengthening Humanitarian Assistance (SHA) program, has provided technical support and guidance to the humanitarian agencies in Pakistan and Afghanistan, The ultimate beneficiary of humanitarian activities is the civilian population, and the activities should always have an appropriate and positive influence.

CWS-P/A is inviting applications for 3 day training on “*Sphere Minimum Standards in Project Cycle*” in *Kabul, Afghanistan*. The goal of this training is to build and strengthen the capacity of aid workers in Sphere Minimum Standards to increase their efficiency and effectiveness in addressing the areas of the greatest needs in the humanitarian context by using Sphere Minimum Standards as one of the Quality and Accountability tools.

**WHAT IS SPHERE MINIMUM STANDARDS- EDITION 2011?**

The ultimate beneficiary of humanitarian activities is the civilian population, and the activities should always have an appropriate and positive influence. For instance, renovating a school should positively impact primary education, and renovating a clinic should positively impact the civilian health sector.

The Sphere Project Handbook 2011 Edition was launched in 12 countries on April 14, 2011 including Church World Service – Pakistan / Afghanistan in Islamabad at a launch event hosted by CWS-P/A, Pakistan. The new 2011 edition includes a chapter on the principles of protection in humanitarian response for people affected by disaster and armed conflict. The Sphere Handbook establishes shared principles and a set of universal minimum standards in core areas of humanitarian response. The Handbook is based on the Humanitarian Charter, which describes basic humanitarian principles of Humanity, Impartiality, Neutrality and Operational Independence, as set out in the Code of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster

Relief (1994). The principles outlined in the Humanitarian Charter and applying the Sphere Minimum Standards can contribute to improving the quality of humanitarian assistance.

## **OBJECTIVES**

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**By the end of the training, the participants will be able to,**

- Explain the philosophy and approach of the Sphere Project.
- Understand and describe the relationship between Sphere, Humanitarian Charter and Rights Based Approach.  
Learn to describe the use the Sphere Handbook in the realm of Project Cycle in linkages with technical interventions.
- Learn to apply Sphere in assessments, analysis, planning, monitoring and evaluations, of humanitarian response programme.
- Share experiences of applying Sphere Standards.

## **MODULE**

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The training will cover the following modules:

- Sphere History, Background and Latest Updates.
- Protection principles, Core Standards and Cross Cutting Issues.
- Humanitarian Charter and RCRC Code of Conduct.
- Sphere and the Project Cycle: Through a case study exercise, participants can select to focus the use of one of Sphere's technical chapters in the project cycle. This will help to study in depth: Water Supply, Sanitation and Hygiene Promotion; Food Security & Nutrition; Shelter, Settlement & Non-Food Items; or Minimum Standards in Health Action.

## **METHODOLOGIES**

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The training will adopt a participatory approach. It will be based on both classroom learning and case study analysis. The participatory approach will include presentations, informal sharing, exercises and role plays on emergency situations and group sharing. It will close with a constructive session on possible implementation plans and follow up for each participant within its organization and specific context.

## **LANGUAGE**

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The training will be conducted in English. Proficiency in English is a must.

## ELIGIBILITY CRITERIA

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This training is designed primarily for aid workers from INGOs, NGOs and UN agencies. It is for people who in disaster response and rehabilitation phase. Participants to the course will be individuals from organisations, agencies and authority representatives, having: specific responsibilities linked to quality and accountability, involvement in disaster response, prevention, mitigation and preparedness; capacity to implement and practice sphere standards within their organisation after the workshop. Knowledge of the Sphere Project Minimum Standards would be an asset. The participants should have a good command of the English language.

INGOs are encouraged to support their partner agencies to attend the training. Ideally the training should be attended by those who have attended the Q & A orientations carried out during the response phase.

We strive to have a diversified group of participants balancing gender, organisational and geographical representation. Participant selection is based on a number of criteria.

## SUMMARY & PRACTICAL INFORMATION:

Sending organization will cover all other costs related to the road/air travel, accommodation and meals etc.

**Training Dates:** June 02-04, 2013  
**Venue:** Kabul, Afghanistan

**Registration Fees:** \$ 175 /participant for three days

**(Excluding evening meals, accommodation & travel, - The participants will be responsible for making these arrangements).**

**The day starts at 9 am and ends at 5 pm, although participants sometimes work till late evening.**

## CANCELLATION/POSTPONEMENT

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CWS-P/A reserves the right to cancel or postpone the training if circumstances require. **The minimum number of participants shall be twenty to proceed for the training.** In case of cancellation/postponement the registered participants will be informed with 100%

fee refund. However, if the participant wishes to cancel the registration, he/she requires informing CWS-/A at least two week in advance or else the fee will not be refunded.

## **CHURCH WORLD SERVICE-PAKISTAN/AFGHANISTAN**

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Church World Service-Pakistan/Afghanistan is an international nongovernmental organization which implements humanitarian and development activities across Pakistan and Afghanistan. Since 1954, CWS-P/A has worked for the development and relief of marginalized communities on the basis that all individuals irrespective of race, faith, colour, sex, economic status, or political opinion have the right to choose how to live. The organization assists communities to achieve economic prosperity and improve human and social capital through participatory endeavours, which liberate families and enhance their capacities to take control over their lives. Committed to quality performance, human rights, right to access information, and right to complain, CWS-P/A ensures that it's humanitarian and development initiatives provide communities with their pertinent right and authority over resources.

Projects are organized out of its three programs: Capacity Building Program, Disaster Management Program, and Social Development Program. CWS-P/A's thematic priorities include: disaster management; water, sanitation, and the environment; health; education; livelihoods; peace and governance; and quality and accountability.

Globally, CWS-P/A is part of CWS, Inc. and is registered with both the governments of Pakistan and Afghanistan. Locally, it has a distinct identity through its advisory board, diverse national staff, and strong linkages with local/regional networks and partnerships. It has offices across Pakistan and Afghanistan and a network of close to four hundred partners.

CWS-P/A is ISO 9001:2000 (revised to ISO 9001:2008) accredited and certified in USAID management standards. It is a member of the Humanitarian Accountability Partnership (HAP), People in Aid, the International Council of Voluntary Agencies (ICVA), and the ACT Alliance and is an associate member of Asian Disaster Reduction and Response Network (ADRRN). It achieved HAP certification in 2011. CWS-P/A is both the Country Focal Point in Pakistan and the Regional Partner in Asia for Sphere. CWS-P/A is also a signatory to the Red Cross/Red Crescent Code of Conduct for NGOs in Disaster Relief.

## **STRENGTHENING HUMANITARIAN ASSISTANCE (SHA) PROGRAM**

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The Strengthening Humanitarian Assistance (SHA), one of the focus areas of CWS-P/A's Capacity Building Program (CBP), uses training, material development, and networking to assist organizations in providing improved assistance during emergencies and to help communities prepare for future disasters. The projects focusing on this thematic area offer services such as technical support, advocacy and trainings on Q&A (Sphere, HAP, and INEE Standards), DRR, Disaster Preparedness and Risk Reduction particularly on School Safety to build capacity of humanitarian and development workers in Pakistan

and Afghanistan. The trainings are designed to the specific needs of humanitarian and development workers as well as on request of organizations for their staff and implementing partners.

Alongside the capacity development process, both internally and externally, CWS-P/A continued to represent at the HAP General Assembly Meetings and since then has been able to highlight and advocate for several accountability issues based on its learning from South Asian Context.

CWS-P/A considers accountability as a means for responsible and judicious use of authority to utilize funds and materialize plans to provide goods and services to intended beneficiaries and other stakeholders.

CWS-P/A believes in delivering services that meet Q&A standards through principles of impartiality, neutrality and equity. The organization is both a focal and lead agency in the region for its work and coordination on Sphere (Humanitarian Charter and Minimum Standards in Disaster Response) and HAP (Humanitarian Accountability Partnership). CWS-P/A is continuously evolving as an organization committed to Accountability and Transparency.

#### **PARTNERSHIP:**

We believe in sovereignty of and equity with our partners.

#### **EMPLOYEES/PARTNERS:**

Ownership of our mission is based on mutual trust, honesty, and professionalism and transparency.

#### **PROCESS:**

Our process is based on an understanding of roles and responsibilities, which include accountability, ethnic impartiality and effective participation.

#### **IMPROVEMENT:**

Creativity and innovation is the hallmark of all our efforts.

For further details please contact:

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#### **DISCLAIMER**

CWS-P/A shall not be made liable for any damage, loss, illness, injuries or death that may occur to or be caused by the participants during the course of training or travel to and from the training venue.