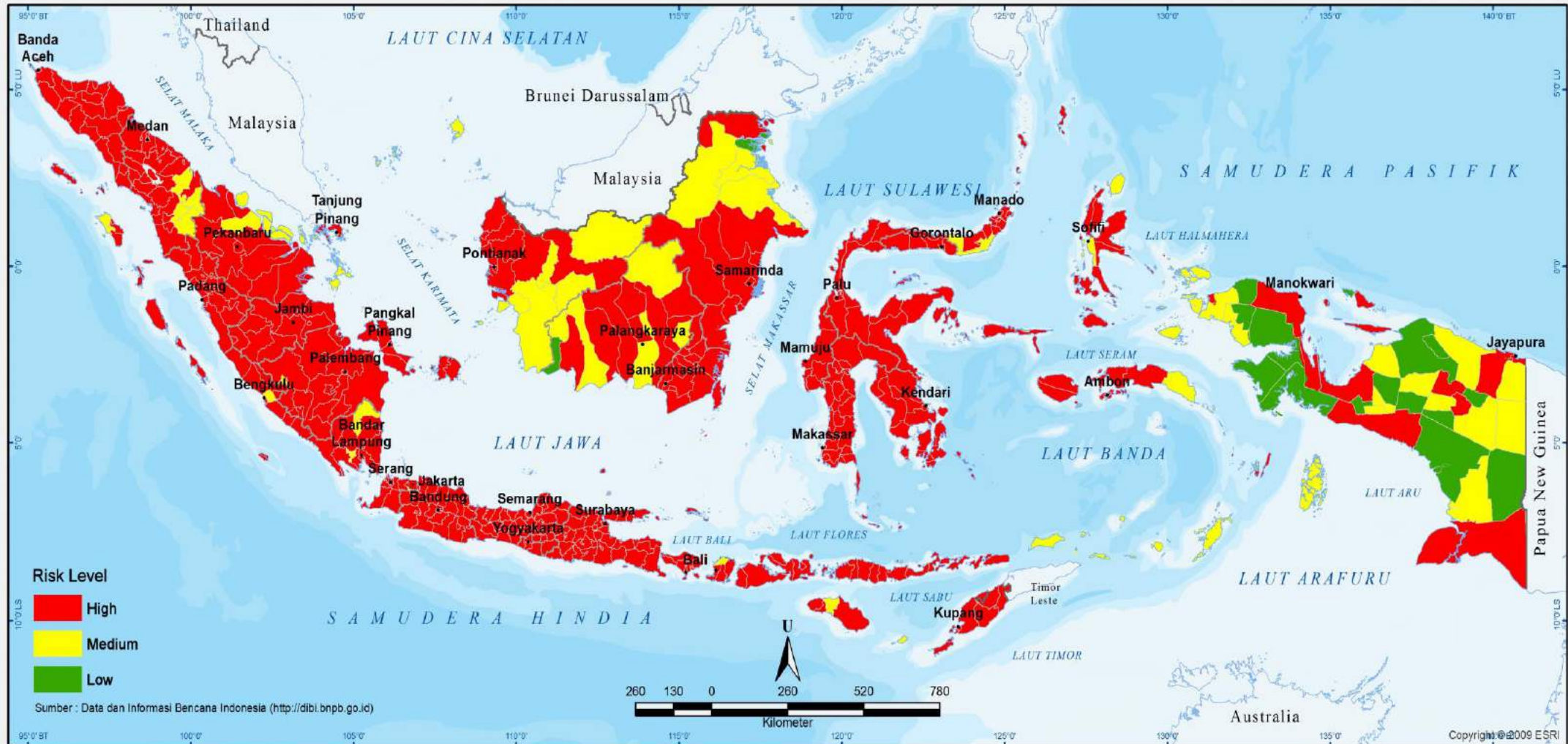# National competency standards for Indonesia
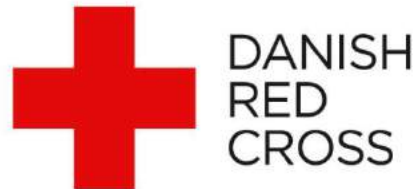

DISASTER RISK INDEX MAP OF INDONESIA 2012

PMI Shelter Manual Review

Background

- Originated as part of a Danish Red Cross/PMI Preparedness program for one province

- Designed
  - Through interactive process with PMI
  - To support trainings

- Completed to first draft stage

- Currently being reviewed

- Likely to be adopted as ASEAN competency

- Need input!

DANISH RED CROSS

Palang Merah Indonesia

PANDUAN HUNIAN PMI

Structure

- B5, binder format
- Interactive training tool
- 5 sections
  - Understanding shelter issues
  - Determining needs
  - Designing solutions
  - Implementing programs
  - Annexes

		Introduction	1
UNDERSTANDING	the conceptual framework of sheltering and its position within the humanitarian context. Bringing clarity to key shelter concepts, providing a common understanding of what shelter is and what it seeks to achieve.	Shelter **Specific Concepts**	2
		Adequacy of Shelter	3
		Shelter in the Humanitarian Context	4
DETERMINING NEEDS	pre and post disaster shelter conditions which impact effective program design. Understanding the provision of effective shelter must always be based on an assessment of needs.	**Profiling Disasters**	5
		Housing and Settlement Typology	6
		Assessments	7
DESIGNING	the structure of a PMI shelter program. Outlining in detail the key considerations and steps which underpin program design and the provision of safe, adequate shelter.	**Designing a Shelter Program**	8
		Targeting	9
		Assistance Types	10
		Implementation Modalities	11
		Shelter Sub Programs	12
IMPLEMENTING	and delivering a PMI shelter program within the project management cycle. Highlighting measures which are vital to ensure the efficiency and effectiveness of assistance.	**Managing a Shelter Program**	13
		Monitoring and Evaluation	14
		Basic Construction Principles	15
		Closing a Program	16
ANNEX		**Shelter Terminology**	17
		PMI Shelter Case Studies and Shelter Documents	18
		References and Further Reading	19

Current Status

- Undergoing three stage review and update
    1. Proof, update and finalisation of original document for use by PMI
    2. Update for use by National Cluster
    3. Revise for regional or broader use

PLEASE NOTE:
Very much a draft!

http://www.humanitarianbenchmark.com/sheltermanual/

National Cluster Support Request

- Co-chair National Shelter Sub-Cluster with Ministry of Social Affairs and IOM

- Pidie Jaya Earthquake scoping study

- Requests for support for:
  - Training
  - Manual, guideline, tool development
  - Joint assessments
  - Joint response

- Participation in National Contingency planning

ASCEND Support Request

- Participate in ASCEND Task force
- Chair Shelter Working Group
- Create:
  - Job descriptions
    - 3 initially, 9 in long term
  - Define Technical competencies
  - Input on common competencies
  - Design Training Manual
  - Design Trainers Manual and Toolkit
  - Design Assessors Manual
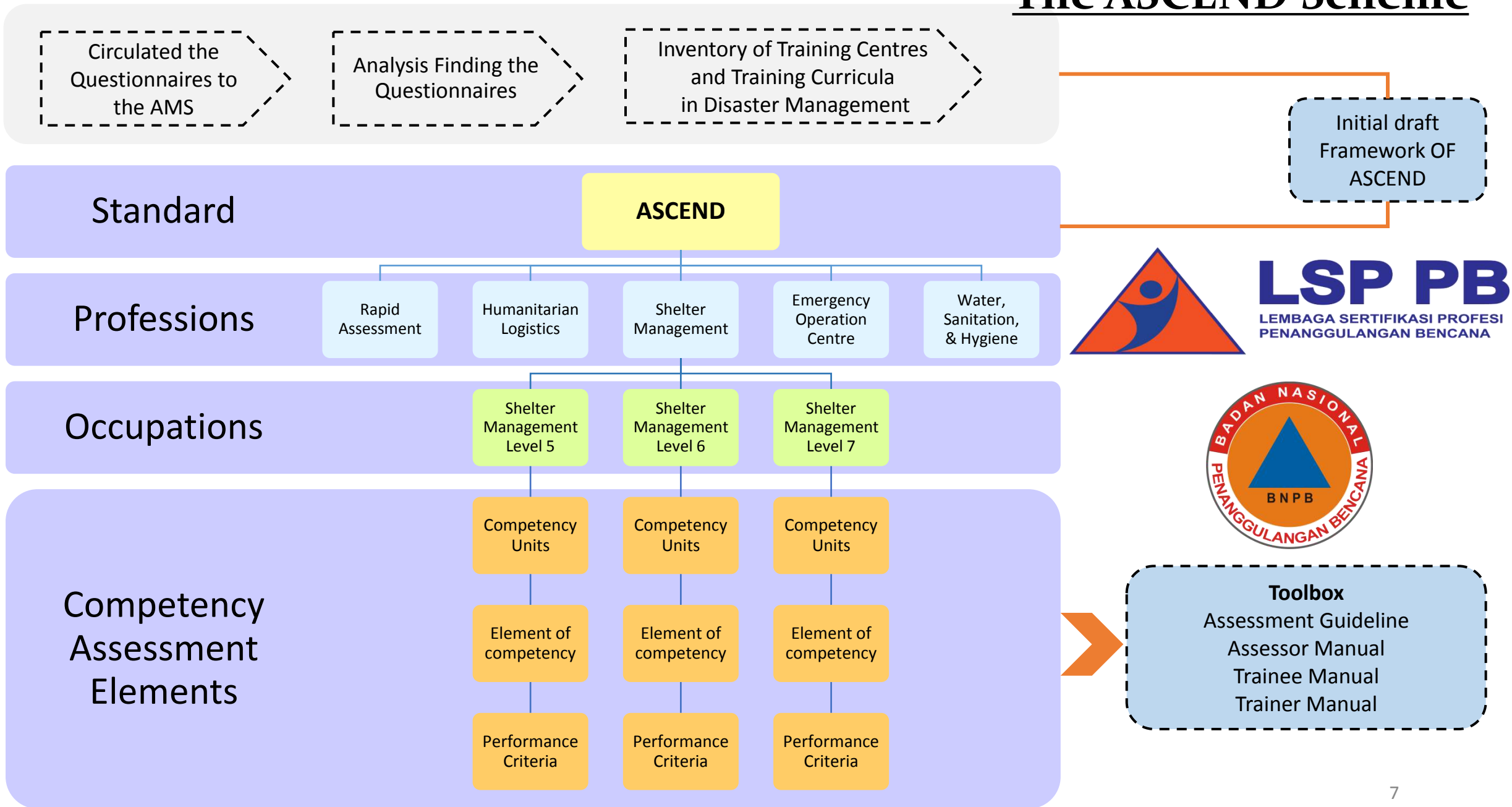
Level 1-3 Officer/Analyst

- **Basic Career**   **0 to 3 years experience**

Level 4-6 Coordinator

- **Mid Career experience**   **More than 3 to 6 years**

Level 7-9 Manager

- **Senior Professional**   **More than 6 years experience**

ASCEND: Unit Competencies

No.	Unit Number	Unit Title
1.	ADM.COR.001.1	Understand core humanitarian standards, principles and values
2.	ADM.COR.002.1	Understand ASEAN humanitarian procedures and mechanisms
3.	ADM.COR.003.1	Manage projects in humanitarian response
4.	ADM.COR.004.1	Supervise projects in a pressured and changing environment
5.	ADM.TEC.001.1	Leading coordinated assessment
6.	ADM.TEC.002.1	Develop complex assessment plan
7.	ADM.TEC.003.1	Conduct gaps analysis
8.	ADM.TEC.004.1	Understand various types of assessment
9.	ADM.TEC.005.1	Conduct rapid assessment
10.	ADM.TEC.006.1	Develop strategic logistics plan
11.	ADM.TEC.007.1	Understand humanitarian supply chain management
12.	ADM.TEC.008.1	Manage logistics operations
13.	ADM.TEC.009.1	Operationalize strategic logistics plan
14.	ADM.TEC.010.1	Operationalize logistics operations
15.	ADM.TEC.011.1	Conduct humanitarian logistics operations
16.	ADM.TEC.012.1	Conduct transportation management
17.	ADM.TEC.013.1	Conduct stock management
18.	ADM.TEC.014.1	Develop information management strategy
19.	ADM.TEC.015.1	Analyze and produce information management products
20.	ADM.TEC.016.1	Operationalize information management strategy for emergency field operation
21.	ADM.TEC.017.1	Understand basic mapping
22.	ADM.TEC.018.1	Identify and classifying credible and accurate source of information
23.	ADM.TEC.019.1	Manage basic information during humanitarian response
24.	ADM.TEC.020.1	Provide strategic direction on WASH in emergencies
25.	ADM.TEC.021.1	Develop strategy to link relief, recovery and development
26.	ADM.TEC.022.1	Supervise response work on WASH in emergencies
27.	ADM.TEC.023.1	Implement response plan on WASH in emergencies
28.	ADM.TEC.024.1	Understand community-based participatory planning
29.	ADM.TEC.025.1	Understand engineering principles on WASH in emergencies
30.	ADM.TEC.026.1	Understand effective behavior change programme
31.	ADM.TEC.027.1	Conduct effective hygiene in emergencies
32.	ADM.TEC.028.1	Build and manage a new national team and their relationships
33.	ADM.TEC.029.1	Deep Understand of core shelter technical issues in all phases of disaster response
34.	ADM.TEC.030.1	Designing and implementing a national level shelter response program
35.	ADM.TEC.031.1	Lead an area shelter team
36.	ADM.TEC.032.1	Understand of core shelter technical issues in all phases of disaster response
37.	ADM.TEC.033.1	Manage a major shelter response
38.	ADM.TEC.034.1	Lead a small team
39.	ADM.TEC.035.1	Understand of core shelter technical issues
40.	ADM.TEC.036.1	Implement shelter response plan

ASCEND: Shelter Management Positions

Level		Title	Description	Experience				Technical competencies
				Humanitarian	Sheltering	Technical	Qualifications	
1	OFFICER	Junior Shelter Officer	Capable of assisting in the implementation of a shelter program under direct supervision	0	0	0	0	· Understanding of core humanitarian principles
2	OFFICER	Shelter officer		1+ Disaster	1yr	0	0	· Basic construction understanding · Understanding of humanitarian principles
3	OFFICER	Senior Shelter Officer		2+ disaster	2yr	0	D1 or equiv	· Understanding of shelter concepts · Basic construction understanding · Understanding of humanitarian principles
4	MANAGER	Shelter Project Manager		3+ disaster	3yrs	0	S1 or equiv	· Understanding of core shelter concepts and ability to ensure they are addressed in day to day program implementation · Capacity to monitor an ongoing shelter program and ensure it continues to address needs. · Capacity to manage a small team to implement a shelter program on time and within budget
5	MANAGER	Shelter technical specialist	The particular technical skills required for one aspect of a shelter response, such as an engineer, HLP specialist, architect, contract manager	1+ Disaster	1yr	5yrs	S1 tech or equiv	· Deep understanding of specific relevant technical area and how to apply this to shelter and sheltering · Broad understanding of humanitarian shelter principles and ability to ensure they are addressed
6	MANAGER	Shelter Area Program Manager	A person with the skills, knowledge and aptitude tomanageone geographical or thematic area within a broader nationwide shelter response,adaptingtothe program to meetchanging local contextandneeds while still meeting national goals and objectives	3+ disaster	5yrs	0	S1 or equiv	· Program Management Skills · Broad understanding of shelter and sheltering · Capacity to analyse and determine differing regional needs and design solutions to adapt national level plans to the regional context. · Capacity to implement and manage a specific geographical or thematical component of a shelter program.
7	COORDINATOR	Nationwide Shelter Coordinator	The skills, aptitude and knowledge to design and lead a countrywide shelter response.	5+ disaster	10yrs	3yrs	S1 tech or equiv + relevant S2	· Deep understanding of the full range of core shelter issues and the ability to ensure they are addressed. · Capacity to analyse and determine needs and design an appropriate national level shelter response. · Capacity to implement and manage a nationwide shelter program.
8	COORDINATOR	Regional Shelter Coordinator	The skills, aptitude and knowledge to manage the shelter response/s to a disaster spanning across a number of countries	10+	15yrs	5yrs	S1 tech or equiv + relevant S2	·
9	COORDINATOR	Global Shelter Coordinator	The skills, aptitude and knowledge to manage all the ongoing shelter responses of an agency in multiple countries across the world	10+	15yrs	10yrs	S1 tech or equiv + relevant S2	·

ASCEND: Shelter Management Competencies

SHELTER MANAGEMENT (Level 7/Countrywide Shelter Manager)
CORE COMPETENCIES
ADM.COR.001.1   : Understand core humanitarian standards, principles, & values
ADM.COR.002.1   : Understand ASEAN humanitarian procedures and mechanisms
ADM.COR.003.1   : Manage projects in humanitarian response
TECHNICAL COMPETENCY
ADM.TEC.028.1   : Build and manage a new national team and their relationships
ADM.TEC.029.1   : Deep understand of core shelter technical issues in all phases of disaster response
ADM.TEC.030.1   : Designing and implementing a national level shelter response program

SHELTER MANAGEMENT (Level 6/Shelter Area Program Coordinator)
CORE COMPETENCY
ADM.COR.001.1   : Understand core humanitarian standards, principles and values
ADM.COR.002.1   : Understand ASEAN humanitarian procedures and mechanisms
ADM.COR.004.1   : Supervise projects in a pressured and changing environment
TECHNICAL COMPETENCY
ADM.TEC.031.1   : Leadan area shelterteam,
ADM.TEC.032.1   : Understand of core shelter technical issues in all phases of disaster response
ADM.TEC.033.1   : Manage a major shelter response

SHELTER MANAGEMENT (Level 5/Shelter Project Officer)
CORE COMPETENCY
ADM.COR.001.1   : Understand core humanitarian standards, principles and values
ADM.COR.002.1   : Understand ASEAN humanitarian procedures and mechanisms
TECHNICAL COMPETENCY
ADM.TEC.034.1   : Lead a small team
ADM.TEC.035.1   : Understand of core shelter technical issues
ADM.TEC.036.1   : Implement shelter response plan.

ASCEND Support Request

International Federation
of Red Cross and Red Crescent Societies
www.ifrc.org Saving lives, changing minds.

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- Chair Shelter Working Group

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