



**Shelter Cluster Vanuatu**  
ShelterCluster.org  
Coordinating Humanitarian Shelter



International Federation  
of Red Cross and Red Crescent Societies

# Shelter Cluster Vanuatu

## Public Works Department

Shelter Cluster Meeting  
22 Nov 2019, Port Vila

[Shelter Cluster Website](#)

# Agenda

## 1 - General updates

- **1.1** Welcome and introduction of new colleagues Mr Judicael Mlonturala, Principal Architect – PWD and Mr Filipe WAQABITU, Shelter Officer - IFRC
- **1.2** Shelter Cluster work plan update (informed by TC Hola & Ambae Volcano Response Review)
- **1.3** Shelter + Environment TWiG update
- **1.4** Ambae Recovery Plan and Second Home Program update (DSSPAC)

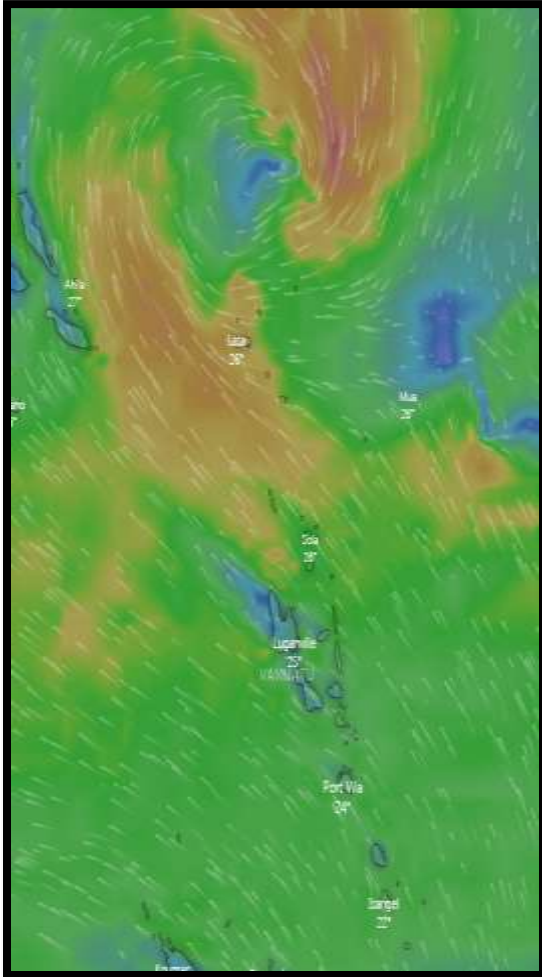
## 2 - Cyclone season preparedness

## 3 - Partner updates (recent and current shelter activities)

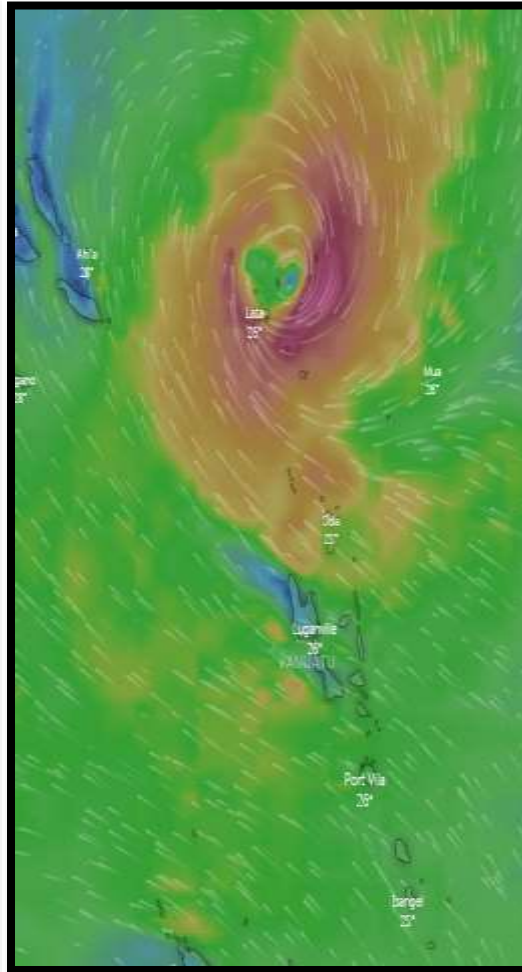
## 4 - Any Other Business

# CYCLONE OUTLOOK

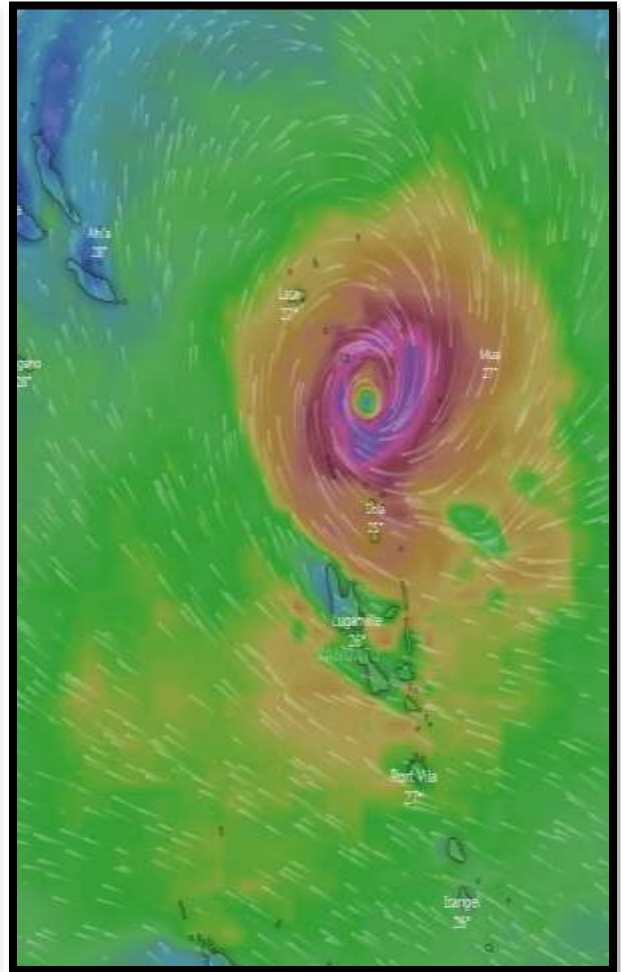
SUNDAY



MONDAY



TUESDAY



# 1.2 Shelter Cluster Vanuatu work plan

(updated Nov 2019 with recommendations from TC Hola and Ambae Response Review and ways forward)

#	Item	Owner	Status
1	Maintain cluster contact list. Provincial focal points to be noted on website and to maintain provincial level contact list.	PWD	Last updated July 2019
2	Update PWD JDs to incorporate shelter cluster role and responsibilities.	PWD/IFRC/ Public Service Commission.	Drafts completed for PA, AA. Dec 2019 for others. PSC approval June 2020.
3	Update SCV TORs to include Provincial-level coordination.	PWD/IFRC	After point 2
4	Assistant Architect to be recruited	PWD	In progress

# 1.2 Shelter Cluster Vanuatu work plan

(updated Nov 2019 with recommendations from TC Hola and Ambae Response Review and ways forward)

#	Item	Owner	Status
5	SCV Standard Operating Procedures (SOPs) for coordination	PWD / IFRC	Jul 2019. SOPs drafted. PWD staff briefed. Partners to be briefed. SOP to be incorporated into SCV TOR. Dec 2019.
6	Shelter Cluster Vanuatu (SCV) Self Induction Modules Package (SIMP) to be piloted	PWD / IFRC / partners	Aug 2019. Draft modules complete, ready for piloting. Complete by Dec 2019.
7	SCV awareness during Public Service Day, PWD Open Day etc.	PWD	Slideshow for PWD Open Day Nov 2019. Video for Jun 2020.
8	Advocacy to NDMO and contribution for inter-cluster Volcano response contingency planning	PWD	

# 1.2 Shelter Cluster Vanuatu work plan

(updated Nov 2019 with recommendations from TC Hola and Ambae Response Review and ways forward)

#	Item	Owner	Status
9	Environmental Checklist for Shelter Response	Shelter & Environment TWG	Sept 2019. Draft checklist and annex completed in Sept. To be piloted in next response.
10	Participate in Evacuation Center / CCCM working group	PWD & partners.	EVC/CCCM WG & partners to update
11	Technical Working Group to be setup on AHP project	PWD / HfH & partners	First TWG meeting Dec 2019.

# 1.2 Shelter Cluster Vanuatu work plan

(updated Nov 2019 with recommendations from TC Hola and Ambae Response Review and ways forward)

#	Item	Owner	Status
21	Update SCV Document index and Technical Guidelines to include guidance, trainings and awareness from the 2018 Ambae Response.	PWD / IFRC	Nov 2019. Complete. Both published to SCV website.
22	Advocacy on fast proposals/funding mechanism when people are displaced	PWD	Jun 2019. Complete. Repeat for future responses involving displacement.
23	Include a page on minimum standards of safer shelter in SCV meeting presentation template.	PWD & IFRC	Nov 2019. Complete Feedback welcome.

# 1.3 Shelter + Environment TWiG

## Objective

To inform environmentally sustainable shelter programming by making key information about environmental considerations, impacts, concerns and opportunities relevant to shelter and settlements programming available and accessible to practitioners as a preparedness measure

## Background

- Developed to fill a gap in the knowledge base of the Cluster highlighted during past responses.
- Linked to the Cluster's technical guidelines
- Operational focus linked to the programme cycle and Sphere Standards
  - Supports Shelter Cluster coordination and technical implementation
- Produced during preparedness time

# 1.3 Shelter + Environment TWiG

## Structure: Checklist & Annexes

#	Action	Shelter Coordination Team	Program manager	Field staff	Annexes
<b>1 Inform yourself and your team</b>					
1	Familiarise yourself with the country environment and disaster context and regulatory requirements (according to national laws and policies) at national, municipal, provincial and local levels. Program managers to brief field staff on essential points, risks, etc.	X	X	X	1, 2, 3, 4
<b>2 Assessment and analysis</b>					
2	Integrate environmental questions in to shelter sector and multi-sector assessments (or carry out a rapid Environmental Impact Assessment) to identify environmental impacts and practical local actions required. Key points include pre-crisis building typologies and access to and use of local natural resources, extent of need and availability of resources post-disaster, and social, economic and cultural issues that may influence the sustainability of the response. Deployment team to comprise of DEPC and other relevant government agencies where possible.	X	X	X	8, 9
<b>3 Strategic planning and project design</b>					
3	Develop a shelter and settlement plan in consultation with local authorities and community members responsible for environmental management and service provision:	X	X	X	
3.1	Incorporate environmentally sustainable construction considerations in the project management cycle, and longer-term environmental opportunities into recovery planning from the start of the response.	X	X		7, 18
3.2	Consider the potential negative impact of certain types of activities such as cash based interventions, on natural resources (e.g. increased logging).	X	X		13
3.3	If not already in place, support local authorities and communities to develop environmental management plans	X	X	X	6
3.4	Consider offering affected community housing land and property support to increase level of land tenure, if required. Higher level of security of tenure can encourage long-term consideration for the local environment	X	X	X	11
3.5	Consider local hazards and climatic conditions in building design, implementation timeline, and siting	X	X	X	5, 13
3.6	Encourage reuse and repurpose of disaster debris, waste, and emergency shelter materials provided towards upgrading of shelter over time.	X	X	X	13, 17
3.7	Minimise amount of materials used through accurate bills of quantities and innovative design.		X	X	13

- Outlines key actions for coordination team, program managers and field staff in each programme cycle phase
- Displacement and non-displacement contexts
- 18 annexes - live documents to be updated regularly
- Can be read individually or as a whole “profile” package



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# 1.3 Shelter + Environment TWiG

Download on the shelter cluster website:  
[Shelter + Environment technical working group page](#)

The screenshot shows a web browser displaying the page for the Shelter + Environment technical working group. The browser's address bar shows the URL: [sheltercluster.org/working-group/shelter-environment-technical-working-group](https://sheltercluster.org/working-group/shelter-environment-technical-working-group). The page header includes the Global Shelter Cluster logo and navigation links: HOME, GLOBAL, OPERATIONS, RESOURCES, ABOUT US, and SEARCH. The main heading is "Shelter + Environment technical working group". On the left, there is a sidebar with "Follow this working group" and links to "Dashboard" and "Documents (21)". The main content area features "FEATURED DOCUMENTS" with two items: "ENVIRONMENTAL CHECKLIST FOR SHELTER RESPONSE (V1.4 SEP 2019)" and "GOOD PRACTICE: ENVIRONMENTAL CHECKLIST FOR SHELTER RESPONSE". Below this is an "OVERVIEW" section with a "Terms of Reference" link and a description: "Technical Working Group to inform Vanuatu Environmental Shelter and Settlement profile".

# 1.3 Shelter + Environment TWiG



## Contributing TWG Partners

- Shelter Cluster Vanuatu Lead Public Works Department
- Co-lead IFRC
- GSC Environment Community of Practice
- IOM
- National Disaster Management Office
- Vanuatu Red Cross Society
- CARE
- Department of Environmental Protection and Conservation
- Department of Forests

SI KONDIM LOKAL SAVE MO KISUS BLONG NIDIM M  
OL SEF - HAOS BLONG YUMI  
TRADITIONAL KNOWLEDGE IN SHELTER CONSTRUCTION  
SI KONDIM LOKAL SAVE MO KISUS BLONG NIDIM M



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# 1.4 Ambae Recovery Plan and Second Home Program

- Update from DSSPAC representative

# 2. Cyclone season preparedness

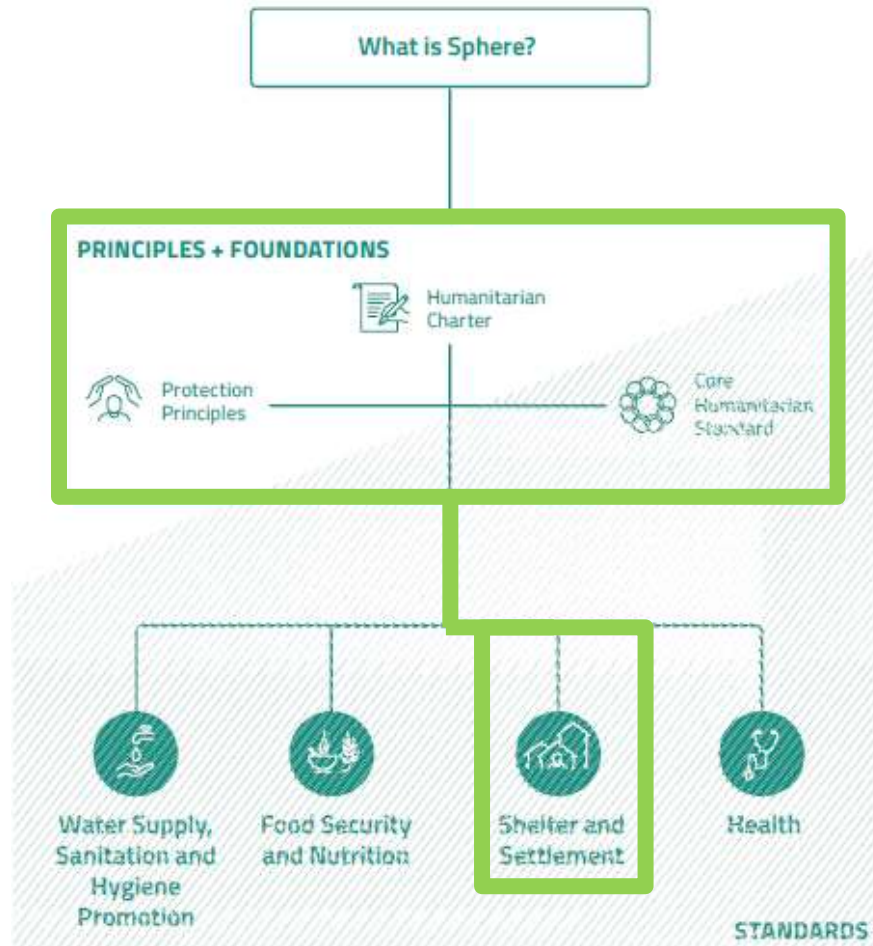
VANUATU STOCK LEVELS by ITEM - by PROVINCE AND NATIONALLY								
	Items	Ambae (Penama)	Malekula (Malampa)	Port Vila	Santo (Sanma)	Tanna (Tafea)	Vanualava (Torba)	National totals
	Blanket	164	200	2239	1200	1936	100	5839
	Kitchen Set	100	100	1409	732	90	156	2587
	Shelter Tool Kits	100	100	1148	791	246	0	2385
	Sleeping Mats	260	200	1414	600	170	350	2994
	Tarpaulin	200	400	3407	1057	565	142	5771
	Solar Lamps	0	0	1275	0	270	0	1545
VANUATU STOCK LEVELS PER AGENCY by PROVINCE AND NATIONALLY								
	Items	Ambae (Penama)	Malekula (Malampa)	Port Vila	Santo (Sanma)	Tanna (Tafea)	Vanualava (Torba)	Total by province by agency
Vanuatu RC	Blanket	164	200	1745	1200	140	100	3549
	Kitchen Set	100	100	618	732	90	156	1796
	Shelter Tool Kits	100	100	898	791	105	0	1994
	Sleeping Mats	260	200	1414	600	170	350	2994
	Tarpaulin	200	400	1804	1057	190	142	3793
	Solar Lamps	0	0	1075	0	70	0	1145
Caritas	Blanket			488				488
	Kitchen Set			791				791
	Tarpaulin			1303				1303
NDMO Vanuatu	Other tools and hardware			530				530
OXFAM Vanuatu	Blanket			6				6
	Other Tools and Hardware			2				2
	Tarpaulin			200				200
UNICEF Vanuatu	Tarpaulins			100				100
	Tents			10				10
World Vision	Blanket			0		1796		1796
	Other Tools and hardware			150		0		150
	Shelter Tool Kits			250		141		391
	Solar Lights			200		200		400
	Tarpaulin			0		375		375

# 3. Partner updates

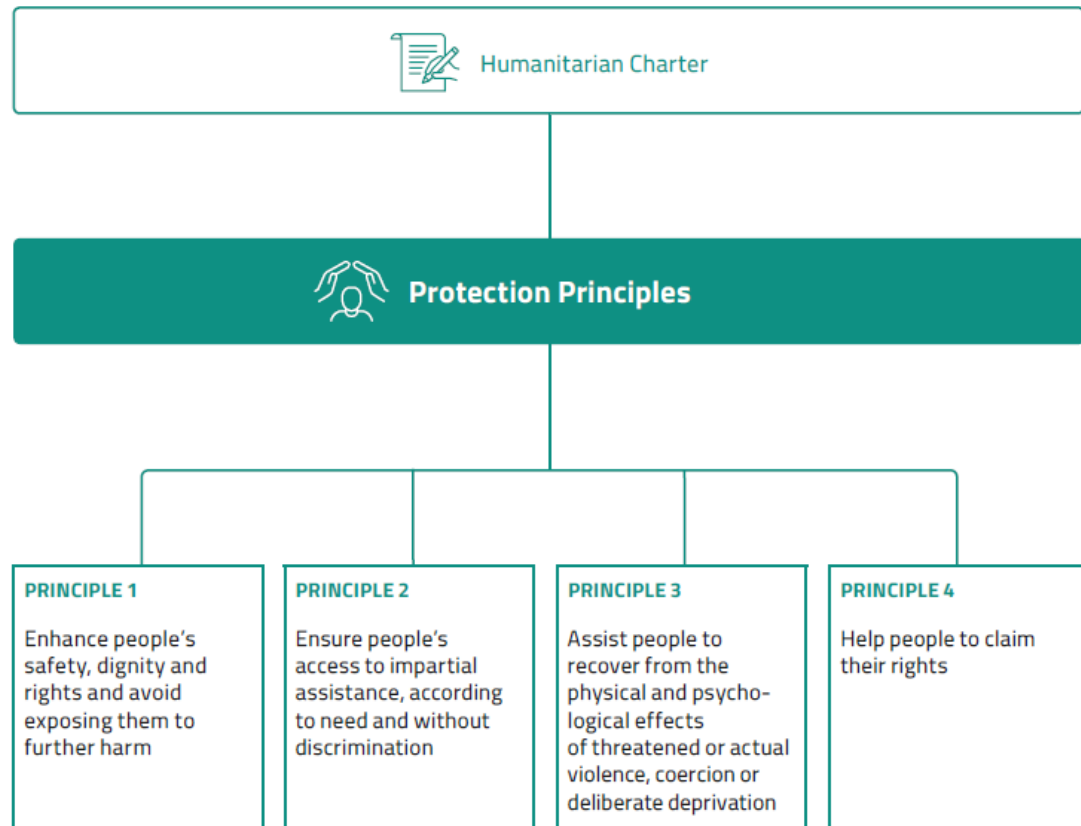


# 4. Any other business

# Minimum standards for emergency shelter



# Minimum standards for emergency shelter



# Protection considerations in Shelter

Humanitarian protection is about improving safety, well-being and dignity for crisis-affected populations. Protection refers not only to what we do, but also the way we do it. These principles include:

*Do not cause further harm or create new risk of harm*



*Non-discriminatory access to assistance and services*



*Identify the most vulnerable and their specific needs*



*Safe and dignified access to basic services*



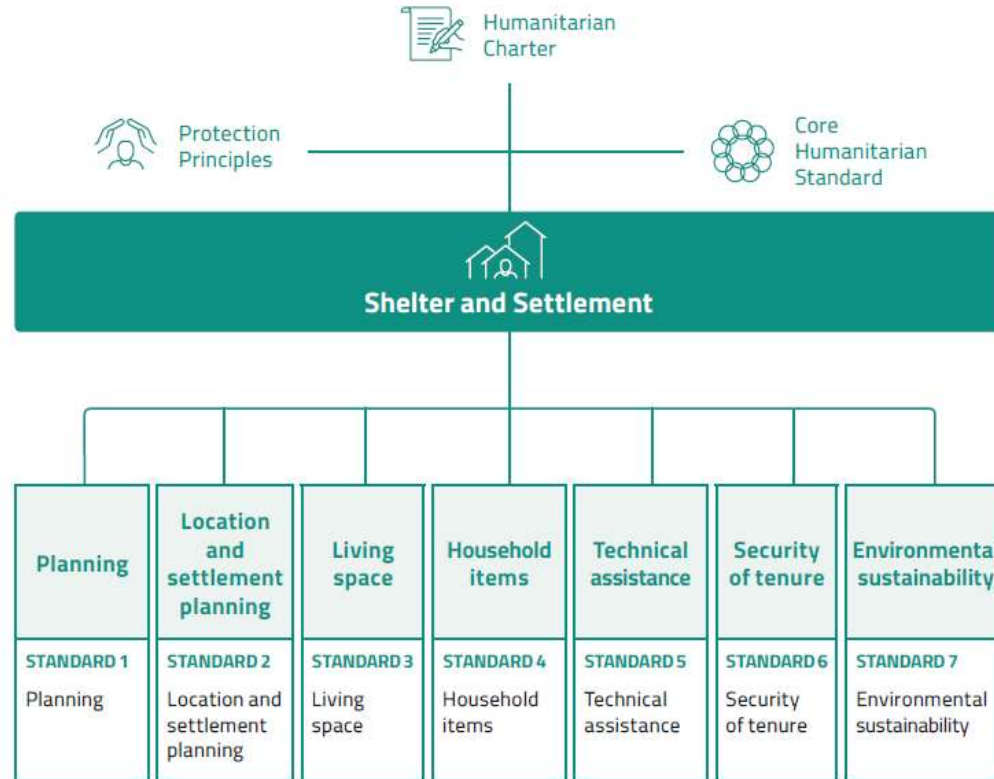
*Community participation and empowerment*



*Strengthen positive community protection capacities*

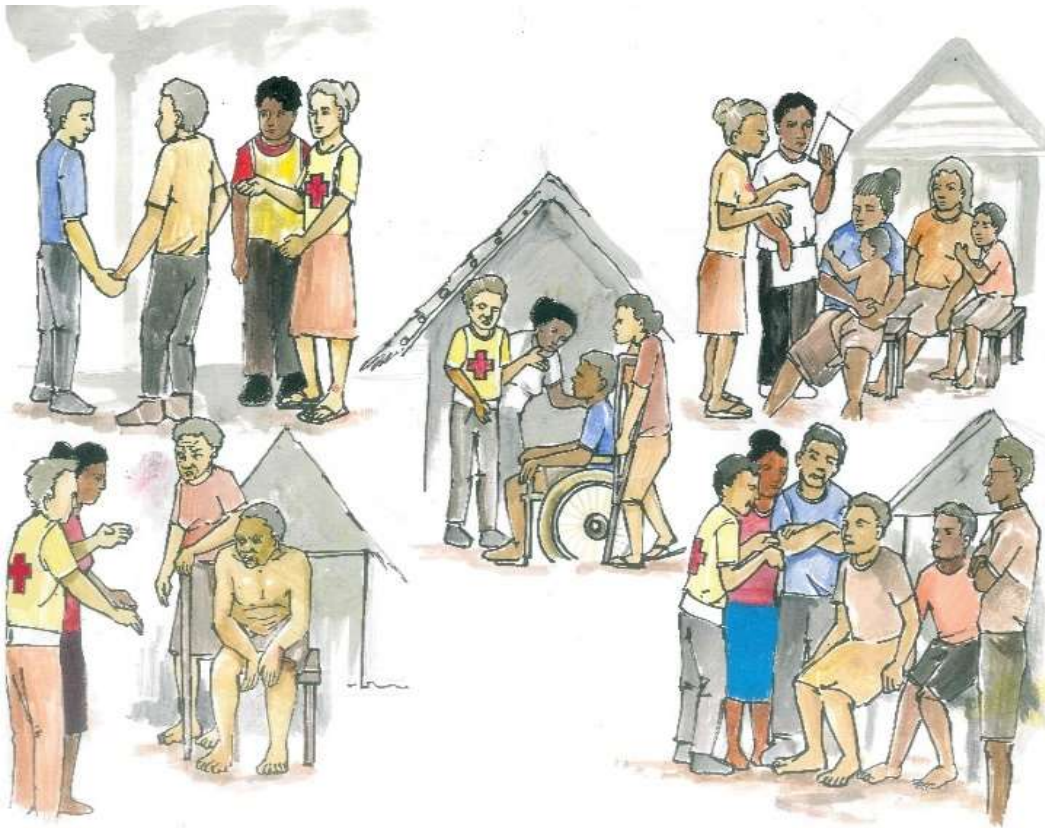
- [Protection Library](#) on the Shelter Cluster Website.
- NGO staff should have training on ‘Protection from Sexual Exploitation and Abuse (PSEA)’.
  - “Seksual kondak\_ bislama” PSEA Guidance in Bislama.
- Shelter focal point for Gender & Protection Cluster  
CARE International  
[sharon.alder@careint.org](mailto:sharon.alder@careint.org)  
556 2623

# Minimum standards for emergency shelter



- APPENDIX 1** Shelter and settlement assessment checklist
- APPENDIX 2** Description of settlement scenarios
- APPENDIX 3** Additional characteristics of settlement scenarios
- APPENDIX 4** Assistance options
- APPENDIX 5** Implementation options
- APPENDIX 6** Potential assistance and implementation options connected to settlement scenarios (online)

# Minimum standards for emergency shelter



## STANDARD 1: PLANNING

- Assess shelter and settlement needs and capacities and plan the response with affected communities and authorities.
- Consider specific needs of at-risk groups including people who are unwell, lactating mothers, pregnant women, people living with disabilities, elderly, children, etc.

# Minimum standards for emergency shelter

## STANDARD 2: LOCATION AND SETTLEMENT PLANNING

Choose a safe site away from hazards. Avoid areas too close to the seaside, on steep hills, and low-lying areas which are easily flooded.

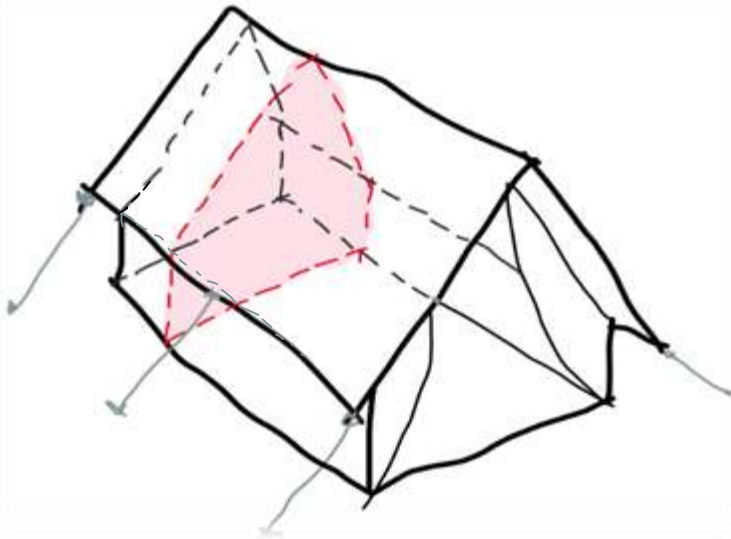


**A good shelter needs access to services** including toilet, handwashing facilities, bathing facilities, menstrual hygiene and management facilities, lighting (safety and security), food storage and processing, healthcare facilities, solid waste disposal, schools, places of worship, recreational areas, safe spaces for children, space for rituals, growing food, livestock accommodation and grazing.

# Minimum standards for emergency shelter

## STANDARD 3: LIVING SPACE

- The shelter must have enough living space for daily life. During an emergency, a minimum of 3.5m<sup>2</sup> covered space is needed per person. Some people may require more space, e.g. persons with disabilities.
- Ensure access around and to the shelter is possible for all members of the family. People with limited mobility may require ramps, rails, and wider doorways in and around the shelter.
- To increase privacy, divide the inside of the shelter into several rooms for changing etc.



# Minimum standards for emergency shelter

## STANDARD 4: HOUSEHOLD ITEMS

Supports restoring and maintaining health, dignity and safety and the undertaking of daily domestic activities in and around the home.

**Sleeping** = min. 1 blanket and bedding/  
person and mosquito net where required

**food preparation and storage** = 1 kitchen  
set/4-5 people

**eating and drinking** = 1 dished plate, 1  
set of eating utensils and 1 drinking  
vessel/person

**thermal comfort, lighting, and personal  
clothing** = min. 2 sets of clothing/person



Coordinate with WASH & Health Clusters  
for hygiene kits, buckets, jerrycans, and  
mosquito nets.

# Minimum standards for emergency shelter

## STANDARD 5: TECHNICAL ASSISTANCE

Provide technical assistance to the affected population as a part of the shelter response.

To keep the shelter cool inside use the tarp to make a ceiling (min. 2.6m high), put windows on each side towards the breeze and use natural materials for walls to increase cross-ventilation, put shutters on windows to keep direct sunlight out, make a good roof overhang to shade walls from the sun, put local materials like banana or coconut leaf on top of the roof, make a veranda or other shady place around the shelter for during the day if the inside of the shelter becomes too hot.



To keep people healthy, avoid leaving objects around the shelter which can collect stagnant water, attracting mosquitoes.

To avoid flooding choose a good site, make a steep roof pitch (not flat) with good overhang so the water can drain off and away from the shelter, dig drainage channels and slope the ground away from the shelter to direct water away from the shelter, and raise the floor inside the shelter.

# Minimum standards for emergency shelter

## STANDARD 6: SECURITY OF TENURE

Security of tenure means that people can live in their homes without fear of forced eviction, whether in communal settlement situations, informal settlements, host communities, or after return.

Work in coordination with local authorities, legal professionals and inter-cluster to achieve as much legal certainty about tenure as possible. Understand the legal frameworks and reality on the ground and identify how these affect the most at-risk groups.

This could be done by holding focus group discussions including with persons of all gender identities, ages, disabilities and backgrounds.

Implement shelter and settlement programs to support security of tenure and support protection from forced eviction (referrals and dispute resolution).



# Minimum standards for emergency shelter

## STANDARD 7: ENVIRONMENTAL SUSTAINABILITY

Assess and minimise the impact of shelter projects on the environment. Encourage selection of sustainable, recycled, reused or salvaged materials where possible. Encourage tree planting projects to replenish natural resources in communities. Ensure no rubbish is left in communities by shelter teams. Promote safe, reliable, affordable and environmentally sustainable energy systems such as solar power.



# Minimum standards for emergency shelter



# “Follow” the Shelter Cluster Vanuatu to receive automatic updates

The screenshot shows the website for Shelter Cluster Vanuatu. At the top, the browser address bar displays 'sheltercluster.org/pacific/vanuatu'. The website header includes the 'Global Shelter Cluster' logo and the text 'ShelterCluster.org Coordinating Humanitarian Shelter'. A navigation menu contains links for HOME, GLOBAL, OPERATIONS, RESOURCES, ABOUT US, and a SEARCH icon. Below the navigation, the page is titled 'In Pacific Vanuatu'. A sidebar on the left, titled 'Follow this country', lists: Dashboard, Documents (63), Events (4), and Factsheets (2). Below this are sections for 'RELATED OPERATIONS +', 'WORKING GROUPS -' (listing 'Shelter + Environment technical working group'), and 'PAGES -' (listing various library categories like 'Coordination management', 'Technical support and design', etc.). The main content area, titled 'FEATURED DOCUMENTS -', displays two featured items: 'GOOD PRACTICE: CLUSTER AS EVERYDAY BUSINESS IN VANUATU' (1.72M | PDF) and 'KEY ACHIEVEMENTS OF THE PACIFIC SHELTER CLUSTER IN 2019 (OCT)' (1.69M | PDF). The first document is described as part of a series showcasing good practices of National Shelter Clusters in the Pacific, presented during Global Shelter Cluster Events in Geneva in October 2019. The second is an infographic overview of key achievements and ongoing initiatives of Shelter Clusters across the Pacific Region, with contact information for Robert Dodds at [robert.dodds@shrc.org](mailto:robert.dodds@shrc.org).

# Useful Links

Shelter Cluster Vanuatu website

<https://www.sheltercluster.org/pacific/vanuatu>

Shelter Cluster Vanuatu – Public Folder (Dropbox)

<https://www.dropbox.com/sh/xspva03cawchkk7/AAAPGheOeJfwCCNKzbbXbJJ8a?dl=0>

NDMO Vanuatu website

<http://www.ndmo.gov.vu/>

PALM platform (Logistics Cluster)

<https://palm.logcluster.org/>