

#6: HUMANITARIAN RESPONSES**A note to all partners****Overview of CAFOD's humanitarian response¹**

CAFOD is committed to maintaining and strengthening a **strong and integrated humanitarian dimension** to its work. Our approach to humanitarian work encompasses life saving activities and addressing of immediate needs; disaster preparedness, risk reduction, and disaster mitigation; longer term recovery and rehabilitation; and advocacy.

Protection: CAFOD is committed to helping civilians to protect themselves from a range of threats and to mobilising the responsible authorities to create a climate whereby principles of human dignity and protection are upheld. The essence of humanitarian action is to protect the life and health of the human being and to ensure respect for their dignity and integrity.

Vulnerable Groups: CAFOD is committed to identifying the most vulnerable in a given humanitarian emergency and to addressing their particular needs. Experience has shown that these groups can include (but are not necessarily limited to) women, children, older people, people with disabilities, and minority ethnic groups.

CAFOD's principles and practice for humanitarian response

1. CAFOD will use clearly defined criteria to determine the nature and level of any Humanitarian Response.
2. CAFOD will assess all major humanitarian crises and determine CAFOD's role and capacity needed to help alleviate the suffering.
3. CAFOD will support and help build partner and regional capacities in order to reduce risk, vulnerability, to strengthen disaster preparedness and help sustain livelihoods.
4. CAFOD will, wherever possible, work with and through local partners in responding to humanitarian crises, genuinely supporting them and increasing their ability to respond to humanitarian need.
5. CAFOD will develop clear humanitarian policy to aid programme development, advocacy, communication with supporters and consistent internal and external communications. Analysis, policy and advocacy will be an integral part of all humanitarian responses.
6. CAFOD will ensure that CAFOD's work reflects the organisations Vision, Mission and Values; Catholic social teaching; abides by the Caritas Internationalis Statutes and Rules, Emergency Response Guidelines: Humanitarian Response Mechanisms, Principles and Policies; and CAFOD's Child Protection, HIV/AIDS and Gender Policies.
7. CAFOD will collaborate closely with Church networks, Caritas and other strategic partners when responding to emergencies
8. CAFOD will consider the wishes and expectations of the Catholic community, from whom it derives its mandate, when deciding the level of response to humanitarian crises
9. CAFOD will develop and improve CAFOD's humanitarian response through active learning, monitoring, review and evaluation of all programmes.
10. CAFOD will endeavour to uphold the humanitarian principles and practices outlined in 'The International Red Cross and Red Crescent Movement Code of Conduct for NGOs in Disaster Relief'; 'The Humanitarian Charter and Sphere Minimum Standards in Disaster Relief'; Humanitarian Accountability Project International (HAPI); guidance on evaluation, learning and accountability from ALNAP
11. CAFOD will develop, maintain and regularly update its internal systems for the identification, management, delivery and review of its humanitarian crises.

¹ For further and more detailed information please refer to CAFOD's Humanitarian Mandate, April 2007

Humanitarian Standards

CAFOD is committed to a number of humanitarian standards and encourages our partners make every effort to address the following within their humanitarian projects and programmes so as to reach and maintain a high quality of response:

Code of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster Relief:

CAFOD is a signatory to the code and expects our partners to actively seek to implement the Code and to monitor their actions in accordance with it. <http://www.ifrc.org/publicat/conduct/code.asp>

The SPHERE Project: CAFOD is committed to upholding the SPHERE Humanitarian Charter and Minimum Standards in Disaster Response and recommends that the Common Standards and the Technical Standards are used in a humanitarian response project or programme. <http://www.sphereproject.org/>

Humanitarian Accountability Partnership – International: CAFOD is a full member of HAP-I and is committed to the HAP Principles of Accountability which places particular emphasis and importance on beneficiary empowerment and accountability. <http://www.hapinternational.org/en/>

People In Aid: CAFOD is a full member of People In Aid and as such seeks to use the Code of Good Practice which helps us to enhance the quality of our human resources management in our relief and development work <http://www.peopleinaid.org>

Child Protection: CAFOD, as a member of the Caritas International Confederation, supports the confederation's Child Protection Policy and Code of Conduct. CAFOD is committed to upholding these principles and to preventing sexual exploitation in humanitarian crisis <http://www.caritas.org>

Active Learning Network for Accountability and Performance in Humanitarian Action (ALNAP): CAFOD is a full member, and represents the Caritas International Confederation in, ALNAP and is actively participating in this collective response by the humanitarian sector, dedicated to improving humanitarian performance through increased learning and accountability. <http://www.odi.org.uk/ALNAP/>

How to submit a humanitarian proposal to CAFOD

Please refer to CAFOD Guidelines for Partners #1: Project Proposals for general information that we look for in a proposal. For humanitarian proposals the following additional information is also requested by CAFOD:

- Reliable information on the numbers of people affected by the emergency (broken down by age, gender and location where possible)
- Details of any needs assessment that has taken place – including information about who undertook the assessment, and when and where it took place
- Analysis of how other NGOs / UN / grass roots organisations are responding or planning to respond and evidence that some coordination will take place with these organisations
- Some information about the (local and national) government's policy and plans for response, and how your proposed project will compliment this

Please ask your CAFOD contact person for if you feel that you need more assistance in order to consider and address any of the above.

CAFOD Guidelines for Partners:

#1: Project Proposals (2007)

#2: Progress Reports (2007)

#3: Financial Reports (2007)

#4: Reviews and Evaluations (2007)

#5: Assessing your own Organisation (2007)

#6: Humanitarian Responses (2007)

Please ask for copies or visit CAFOD's website (www.cafod.org.uk)