

Winterisation Assistance

Joint Technical Guidance Note DRAFT V.4, 18.08.2015



Shelter Cluster Iraq
ShelterCluster.org
Coordinating Humanitarian Shelter



Introduction

These recommendations have been agreed nationally in Iraq between the Shelter/NFI, WASH and CCCM clusters, involving Government representatives, with the participation of the Protection Cluster and Cash Working Group. The Winterisation Technical Working Group (TWiG) provides here advice to agencies providing supplementary shelter and NFI assistance to both internally displaced populations and refugees in response to their additional needs over the winter period 2015-16. The document is based upon lessons learned from: winterisation efforts in 2014; from feedback from post distribution monitoring of winterisation assistance in late 2014 and early 2015; and global guidance documents on selection of NFIs and shelter for winterisation.

1. Prioritisation and Vulnerability

These recommendations should be read in conjunction with the agreed [Prioritisation Tool](#) (TBC). In the highly restricted funding environment in Iraq, the Shelter/NFI Cluster recommends that agencies move towards vulnerability based distributions rather than 'blanket' or total coverage of a given population.

2. Protection, SGVB, Child Protection

Winterization activities and non-food items should be designed based on gender and culturally segregated community consultations, involving all categories of affected persons, including children, persons with disabilities and older persons. Equitable treatment should be offered to those living in all settlement typologies, from host families to camps, on the basis of need and not on solutions are easier to achieve. Vulnerable groups must have equal access to non-food items and ability to transport them, requiring proactive measures to reach the isolated, old and disabled. Referral and accountability mechanisms must be in place and accessible. Distribution and undertaking works must take into account the limitations on movement and activity of each group, including: the independent movement of women over the day; mixed gender distribution lines; WASH facilities during distribution, childcare for FHHs; HLP considerations relating to each group, including the vulnerabilities of FHHs in tenancy and especially against the risk of forced eviction; and support in undertaking works involving labour. Where winterization kits consist of items which could lead to invasive repairs or upgrades to buildings (e.g. sealing off kits), beneficiaries should be assisted to obtain formal permission from building owners before installation of such items. Otherwise there is a risk that beneficiaries will inadvertently breach the terms of their oral or written lease agreement, wherein repairs or upgrades by the tenant without permission from the building owner are often not permitted, thereby putting themselves at risk of eviction. Even in the case of absentee or derelict building owners, Iraqi civil law requires tenants to obtain a court order before undertaking repairs or upgrades themselves, particularly if they seek to secure compensation for the costs incurred in relation to such repairs or upgrades. Monetised cash programming involving paid work, including community support to vulnerable groups, should ensure that women's and men's pay is equal. Apply standards on data management to secure referral data and confidentiality.

3. Cash-Based Assistance

The preferred implementation modality for winterisation programs is through cash based assistance, where possible and appropriate. This is in line with the principles of accountability to affected populations and the broader move by the humanitarian community in Iraq to a greater use of direct cash in areas where markets are functioning and accessible to beneficiaries. The winterisation assistance provided is fully complimentary to the current multi-purpose cash assistance (MPCA) and one can be used in conjunction with the other. Multi-purpose cash responds to multiple needs of people affected by crisis in a single transfer, where the transfer value is determined based on a Survival Minimum Expenditure Basket (SMEB). The SMEB outlines the minimum culturally-adjusted items required for a household to survive for one month (rent, food items, WASH and cooking fuel) after an onset displacement and is calculated using inputs from clusters and specialised agencies. Multi-purpose cash assistance is provided as a rapid response to newly displaced (less than 2 months) conflict-affected households to meet critical basic needs. Extremely vulnerable households receive two additional months of MPCA based on an in-depth vulnerability assessment. Where beneficiaries indicate that they intend to use cash based assistance for rent or utility bills, they should be assisted and encouraged to obtain written receipts for any rental fees or utility costs paid to building owners. As none of the items covered in winterisation assistance are covered by multi-purpose cash assistance, the assistance packages are fully complimentary. Depending on household eligibility, two potential cash assistance packages could be foreseen: MPCA (one-month or multi-month) + cash for winterisation NFIs; and cash for winterisation NFIs only. Specific criteria should be set for SGBV survivors to be able to access cash in 24 hours.

Winterisation Assistance

Joint Technical Guidance Note DRAFT V.4, 18.08.2015



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4. Location

Activities should take into account colder temperatures in Northern areas, in addition to higher rainfalls in Southern areas, often requiring flooding mitigation measures at both community and household levels, comprising surface water drainage, ballast to raise areas at risk and sandbags surrounding family shelters.

5. Shelter & NFI Cluster

In addition to the priorities and provisions set out in the Iraq National Shelter&NFI Strategy, the Settlement Typology Options Matrix below defined the recommended combination of kits A-F for additional winterisation support to each typology. Most space heaters and cooking stoves are kerosene-fuelled, however in some contexts, there is a preference for gas. The recommendations for both fuels are that: appliances should have a child safety switch; adequate provision is made for ventilation; fire extinguishers are provided; and in buildings, fire alarms are provided. Gas appliances are not recommended for use in tents without floors.

6. WASH items, Water-borne disease and hygiene health, safety, WASH Cluster

Distribution of Water, Sanitation and Hygiene Items would continue as per established partner distribution schedules and plans (see full item lists in section below). The definition of a standardised, cluster agreed hygiene kit is being prioritised (and already initiated for Dahuk), including the exploration of a voucher mechanism where feasible. As a minimum, and in line with cluster minimum standards, distribution of a consumable hygiene kit, containing bathing soap, laundry soap and female sanitary napkins is recommended by the WASH cluster to ensure basic hygiene and dignity of affected populations. A specialised WASH item that can be considered for distribution/installation for winterization is a heater for bathing water. Specifications are provided in the section below. Given the high safety risks, locally-made immersion water heaters, and kerosene heaters are **not recommended** for use. Solar or wall mounted electrical installations are recommended if deemed necessary (see items list in section below). Any installations must be undertaken in consultation with Shelter/CCCM and camp administration. In terms of health and hygiene, regular hygiene promotion activities would continue as per established partner distribution schedules and plans. Given the seasonality, and the risk of epidemics in endemic areas, cholera preparedness and planning would be recommended for high risk Governorates (Dohuk, Erbil, Sulaymaniyah, Kirkuk, Diyala, Anbar and Ninewa) and in any Governorates experiencing an unusual event. This would include routine preparedness activities (e.g. regular monitoring of the drinking water supply quality and sanitation facilities condition; specific Cholera awareness campaigns and training) as well as response activities, including distribution of Cholera kits (see items list below). In areas prone to flooding and water stagnation, increased vector control activities would also be recommended.

7. Communal services, settlements and buildings health and safety, CCCM Cluster

TBC

Winterisation Assistance



Shelter Cluster Iraq
ShelterCluster.org
Coordinating Humanitarian Shelter



Joint Technical Guidance Note DRAFT V.4, 18.08.2015

Shelter & NFI Cluster References: <http://humanitarianlibrary.org/channel/iraq-shelter-housing-nfis>

In order that consistent support is offered to households, two winterisation packages are recommended, which may also be offered in combination: (1) the **Winterisation Shelter NFI Kit costs \$300**, of which material costs are \$240; and (2) the **Sealing-Off Kit costs \$630**, of which material costs are \$190. As examples: households in Informal Settlements and Open Air may be supported with kits A, B and D, with any selection of items from those listed to the value of \$240; whereas households in Informal Settlements and Open Air may be supported with kits A, C, E and F, with any selection of items from those listed to the value of \$240+\$630+\$870. Assistance may be through direct distribution of materials or monetarised, through cash.

Settlement Typology Options Matrix	A Household NFIs	B Fuel Storage	C Fuel Storage	D Tent Insulation Kit	E Sealing-off Kit	F Toolkits	G Clothing
Informal Settlements and Open Air							
Abandoned, Unfinished, & Public Buildings							
Hosting or Rental							
Planned and Managed Collective Centres							
Planned and Managed Camps							

A Household NFI Kit								
#	Item description	Unit	Number	Unit cost/\$	Cost/\$	Implementation modality	Spec #	Specification description
1	Blanket/Quilt	piece	6	12	72			
2	Mattress	piece	6	16	96			
3	Space Heater/Stove	piece	1	35	35			
4	Water Can	piece	1					
5	Tarpaulin (4m x 5m)	piece	1	15	15			IFRC/UNHCR
B Household NFI – Fuel Storage								
#	Item description	Unit	Number	Unit cost/\$	Cost/\$	Implementation modality	Spec #	Specification description
1	Kerosene Can 20 Litre	piece	1	25	25			
C Household NFI – Fuel Storage								
#	Item description	Unit	Number	Unit cost/\$	Cost/\$	Implementation modality	Spec #	Specification description
1	Kerosene Barrel 220 Litre	piece	1					
D Shelter NFI - Tent Insulation Kit								
#	Item description	Unit	Number	Unit cost/\$	Cost/\$	Implementation modality	Spec #	Specification description
1	Inner Liner	piece						
2	XPS Boards	piece						
E Shelter NFI - Sealing-Off Kit								

Winterisation Assistance



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ShelterCluster.org
Coordinating Humanitarian Shelter



Joint Technical Guidance Note DRAFT V.4, 18.08.2015

#	Item description	Unit	Number	Unit cost/\$	Cost/\$	Implementation modality	Spec #	Specification description
1	2cm x 6cm x 3m Square Cut Timber	piece	5	8	40	(15 lm) Square cut timbers for building doors (7lm), 2 windows @ 3.5 lm each		
2	12mm x 1.21m x 2.42m Exterior Grade Plywood	sheet	2	25	50	Panels for partitioning, providing cover for openings in exterior wall		
3	Steel Nails - Galvanized 8d	kg	1	5	5	Nails for fastening timber		
4	Clear 100% Silicone Caulking	tube	2	5	10	For sealing small gaps and cracks		
5	10m Rope – Polypropylene	length	1	4	4	General purpose rope		
6	Tarpaulin (4m x 5m)	piece	1	15	15	Roof/wall covering		IFRC/UNHCR
7	Clear Plastic Sheeting - 6mm (.006 inch), 4m x 3.5m	m2	14	1.5	21	Clear plastic sheet for sealing 2 windows + door + additional (market price is probably in kg rather than m2)		
8	Expanding Spray Foam	can	1			Sealing large gaps		
9	Nails With Washer Head	kg	0.5			For plastic sheeting/tarpaulins		
10	Small Nails (6d)	kg	0.5			General use, fastening timber		
11	5cm X 10cm Metal Plates With Screws	piece	12			For door construction		
12	Metal Handle For Door	piece	1			For door installation		
13	Hinges With Screws	piece	2			For door installation		
14	12 Gauge Braided Steel Cable	ml	30			General use		
15	Square Cut Timber 3.8cm x 9cm x 250 cm	piece	2			For door installation		
16	16 D Nails	kg	0.25			General use, fastening timber		
17	Construction Adhesive - Wood/Concrete/Metal	tube	1			Securing timber to concrete block, door construction, etc		
18	Sealing-Off Kit Manual	piece	1					
19	Duct tape	Roll	1					
F	Shelter NFI - Toolkit							
#	Item description	Unit	Number	Unit cost/\$	Cost/\$	Implementation modality	Spec #	Specification description
1	Hammer	piece	1					
2	Saw	piece	1					
3	Screw Driver (1 Philips Head)	piece	1					
4	Caulk Gun	piece	1					
5	Gloves	piece	1					
6	Safety Glasses	piece	1					
7	Shears	piece	1					

Winterisation Assistance



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Joint Technical Guidance Note DRAFT V.4, 18.08.2015

WASH Cluster References: <http://humanitarianlibrary.org/channel/iraq-wash-nfis>

The definition of a standardised, cluster agreed hygiene kit is being prioritised (and already initiated for Dahuk), including the exploration of a voucher mechanism where feasible. As a minimum, and in line with cluster minimum standards, distribution of a consumable hygiene kit, containing bathing soap, laundry soap and female sanitary napkins is recommended by the WASH cluster to ensure basic hygiene and dignity of affected populations. The below are suggested for guidance.

A. Hygiene items (Long lasting items)

Kit for 6 months for 1 household of 3 members (3 male, 3 female, 3 adults, 3 children). Estimated prices for gross supply in Erbil, including transportation and conditioning

Item	Unit	Number	Unit cost/\$	Total cost (\$)	Specification Description
Adult Toothbrush	Piece	2	\$ 0.90	\$ 1.80	Adult size, medium hardness, individually wrapped.
Child Tooth Brush	Tube	4	\$ 0.70	\$ 2.80	Children size, soft, individually wrapped
Soap Box	Piece	1	\$ 1.00	\$ 1.00	In 2 pieces, boilable plastic.
Comb	Piece	3	\$ 0.20	\$ 0.60	Plastic
Towel	piece	3	\$ 3.00	\$ 9.00	100% cotton, 50 x 80 cm, (approx. surface 4000 cm ² +/- 5%), 340 gsm (a thick bath towel, with rough, loose, uncut pile, very absorbent).
Safety pins	pack	1	\$ 2.00	\$ 2.00	Safety pins, medium size, nickel-free, pack of 12.
Washing Line	Piece	1	\$ 1.00	\$ 1.00	10 m., polypropylene centre, PVC covered.
Total estimated cost for 1 kit (\$)				\$ 18.20	

B. Hygiene Items (Consumables)

Kit for 1 month for 1 household of 3 members (3 male, 3 female, 3 adults, 3 children). Estimated prices for gross supply in Erbil, including transportation and conditioning

Item	Unit	Number	Unit cost/\$	Total cost (\$)	Specification Description
Adult Toothpaste	Tube	2	\$ 1.50	\$ 3.00	Tube. 75 ml, peppermint flavor.

Winterisation Assistance



Shelter Cluster Iraq
ShelterCluster.org
Coordinating Humanitarian Shelter



Joint Technical Guidance Note DRAFT V.4, 18.08.2015

Child Tooth Paste	Tube	4	\$ 1.50	\$ 6.00	Tube. 75 ml, child's flavored
Body Soap (125g)	Bar	12	\$ 0.35	\$ 4.20	Toilet soap for personal hygiene. Suitable for both baby and adult. Wrapped bar. Non-perfumed, for normal skin. Hypoallergenic, wrapped bar. Not less than 100-110 g. Long durability.
Shampoo	Bottle	3	\$ 1.50	\$ 4.50	hypoallergenic, PH factor 5.5, bottle 500 ml.
Laundry Soap	Bag	1	\$ 3.50	\$ 3.50	Laundry soap powder (Manual / hand wash. Bag of 2 KG)
Sanitary Pads	Pack	3	\$ 1.00	\$ 3.00	Sanitary towels, disposable, pack of 10. Ultra-Thin Material: Cotton Shape: Winged Feature: Super Absorbent Style: Size: Large or 350mm
Toilet Paper	Rolls	8	\$ 0.50	\$ 4.00	Rolls of Toilet paper, biodegradable.
Antiseptic Disinfectant	Bottle	2	\$ 0.50	\$ 1.00	in PVC bottle of 500ml.
Total estimated cost for 1 kit (\$)				\$ 29.20	

B. Water Items (Full Items list)

Kit for 6 months for 1 household. Estimated prices for gross supply in Erbil, including transportation and conditioning

Item	Unit	Number	Unit cost/\$	Total cost (\$)	Specification Description
Plastic Bucket	Piece	1	\$ 2.00	\$ 2.00	10 litre capacity. With Lid and handle.
Jerry Can	Piece	1	\$ 2.00	\$ 2.00	20 litre capacity
Total estimated cost for 1 kit (\$)				\$ 4.00	

C. Sanitation Items (Full Items list)

Kit for 6 months for 1 household. Estimated prices for gross supply in Erbil, including transportation and conditioning

Winterisation Assistance



Shelter Cluster Iraq
ShelterCluster.org
Coordinating Humanitarian Shelter



Joint Technical Guidance Note DRAFT V.4, 18.08.2015

Item	Unit	Number	Unit cost/\$	Total cost (\$)	Specification Description
Toilet Jug	Piece	2	\$ 0.60	\$ 1.20	PVC made, 2-3 liter capacity. For ablution use.
Rubber gloves	Pair	1	\$ 1.70	\$ 1.70	
Toilet brush	Piece	1	\$ 1.00	\$ 1.00	
Total estimated cost for 1 kit (\$)				\$ 3.90	

D. Cholera Kits

Kit for 1 time for 1 household at risk of cholera (covers 1 month). Estimated prices for gross supply in Erbil, including transportation and conditioning

Item	Unit	Number	Unit cost/\$	Total cost (\$)	Specification Description
Body Soap (125g)	Bar	12	\$ 0.35	\$ 4.20	Toilet soap for personal hygiene. Suitable for both baby and adult. Wrapped bar. Non-perfumed, for normal skin. Hypoallergenic, wrapped bar. Not less than 100-110 g. Long durability.
Laundry Soap	Box	1	\$ 3.50	\$ 3.50	Laundry soap powder (Manual / hand wash. Bag of 2 KG)
NaDCC water purification tablets	Tablet	45	\$ 0.10	\$ 4.50	NaDCC 65mg tablet (1 tablet for 20l). For 5 l/p/day
Total estimated cost for 1 kit (\$)				\$ 12.20	

E. WATER Heaters

Item	Unit cost/\$	Specification Description

Winterisation Assistance



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Solar Water Boilers	500	Energy boilers (Communal): Solar energy boilers*** (Heat Pipe Vacuum Tube Pressurized Solar Water Heater Solar Boiler Solar Thermal Calentador Solar capacity more than 300 ltr model type / Evacuated Tube Solar Water Heater, Compact Type, Bracket/ Galvanized Steel / Aluminum Alloy, interior material/Stainless Steel)
Electrical Water Heaters	100	Electrical water heaters (wall mounted), color white with capacity of 80 liters, 1200 Watt, 220 Volts with insulation material and thickness of 20 mm, temperature gauge, thermostat, Interior Material Enamel, Housing Material Metal.

Winterisation Assistance

Joint Technical Guidance Note DRAFT V.4, 18.08.2015



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CCCM Cluster References: <http://humanitarianlibrary.org/channel/iraq-cccm-nfis>

Winterisation Assistance

Joint Technical Guidance Note DRAFT V.4, 18.08.2015



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Location	CCCM maintenance	Cost	Selection criteria	Implementation modality
- Managed camps or collective shelters - Abandoned public & unused buildings - Informal settlements (typically housed in large communal buildings / structures)	Safety/Repair / Maintenance Community Level assistance focused			
	Power distribution – repair exposed wires, safety inspection, replace minor materials and minor installation for minimum lighting			Hard Component (<i>new CCCM approach to under-served areas with dispersed pop.</i>) <ul style="list-style-type: none"> • CCCM Mobile Team will have engineer and assistant integrated within. • Focus is on addressing small infrastructural needs that cover basics, while having capacity to identify larger gaps and refer to specialised Shelter/WASH actors if necessary • CfW for simple manual labour activities, e.g. clear blocked communal drains/trenches • Most works will rely on conditional cash to site owners with provision of technical advice (preparations of BOQs, technical requirements) – owner to identify local contractor to implement activities and buy materials. • In-kind material support to site representatives when minor and relevant, e.g. lightbulbs, alarm batteries, light switch covers, etc. • Engineer or assistant assure quality control before final \$ distribution Soft Component (<i>traditional CCCM approach</i>) <ul style="list-style-type: none"> • Providing appropriate support to national authorities where requested, including capacity building and promoting and encouraging government ownership of the protection- and assistance strategy for camps, engagement of women, men in the protection as a long term sustainable method, engagement of women, men in the protection as a long term sustainable method. • Establishing an open dialogue with the authorities in order to discuss any problems • Setting-up and maintaining assessments, monitoring, and information management systems • Ensuring that all partners and service providers have access to, and share, operational data at the camp- and inter-camp levels to identify and address gaps and avoid duplication of effort. • Promoting the application and the maintenance of international standards in camps • Ensure that families have sufficient plastic sheeting, blankets or other materials to block draughts and insulate living areas.
	Drainage – clear blocked trenches, surface level channels, emergency open channel creation			
	Roads – entry way levelling, laying crushed stone (basics to ensure immediate access)			
	Window/Door Replacement – for communal spaces			
	Repair/Install partitions in communal areas/large rooms occupied by multiple families (protection/safety)			
	Hand rail repair/installation (stairs, terraces and balconies)			
	Toolkits and Basic material – distribution of basic repair kits provided to site representatives.			
	Basic fire mitigation – isolation wall around improvised kitchen, compartmentalisation, fire safety inspection			
	Fire alarm distribution/instalment			
	Fire extinguisher distribution/installation			
	Medical kits distribution/instalment			
	Distribution/Support Distribution of winterization kit – possibly only for communal areas (kit content based on TWIG decision)			
<p>Note DRC C/S proposal included a budget for : US \$70,000 for basic site maintenance/repairs US \$ 140,000 for winterization community kit procurement</p>				

Winterisation Assistance

Joint Technical Guidance Note DRAFT V.4, 18.08.2015



Shelter Cluster Iraq
ShelterCluster.org
Coordinating Humanitarian Shelter



Reference

documents

Selecting NFIs: Page 20-21 <https://www.sheltercluster.org/sites/default/files/docs/Selecting%20NFIs%20for%20Shelter%202009.pdf>
Cash and Shelter: <http://www.sheltercentre.org/library/cash-shelter-how-cash-transfers-can-be-used-humanitarian-shelter-responses>
Gender: <http://sheltercluster.org/sites/default/files/docs/Emergency%20Shelter-%20Gender%20Mainstreaming%20Tip%20Sheet.pdf>
Gender and Cash <http://documents.wfp.org/stellent/groups/public/documents/communications/wfp260028.pdf>

Initial collections of guidance that may be useful for informing your programming, with navigation also in Arabic using the toolbar option:

<http://humanitarianlibrary.org/channel/iraq-shelter-housing-nfis>
<http://humanitarianlibrary.org/channel/iraq-wash-nfis>
<http://humanitarianlibrary.org/channel/iraq-cccm-nfis>
<http://humanitarianlibrary.org/channel/iraq-shelterwashcccm-prioritisation-tool>