

Protection Mainstreaming Checklist for Camp Coordination & Camp Management



Protection principles underpin humanitarian action. Camp Coordination and Camp Management (CCCM) is an integral component of protection and assistance to populations affected by humanitarian emergencies. This Protection Mainstreaming checklist is based on relevant CCCM standards and guidance, and it provides sector-specific measures to ensure that protection concerns of all beneficiaries are reflected in CCCM responses.

AVOID CAUSING HARM

Prevent and minimize any negative effects of an intervention which may increase beneficiary's vulnerability to both physical and psychosocial risks.

- ✓ Ensure camps and camp-like settings meet standards for distance from borders and conflict frontlines. Consider safety risks associated with landmines, explosive remnants of war (ERW), and natural hazards. If the area of intervention is mined or contaminated by ERW, please refer to Mine Action working group / organisations.
- ✓ Carefully examine risks of violence, especially Gender Based Violence (GBV), to boys, girls, men and women in their daily activities (e.g. fetching water, going to the market or to school, collecting firewood or getting fuel), and work with them and protection actors to identify preventive measures and responses.
- ✓ Ensure that effective security measures are in place, especially at night, such as police and/or community patrols where possible, adequate lighting or other security measures. Monitor high-risk security zones regularly and at different times of day (e.g. around showers, latrines, child-friendly spaces, schools and routes to schools, health facilities, water collection points, etc.).
- ✓ Be aware of existing land and property tenure arrangements, including statutory/legislative and customary access rights to land when selecting sites. If the land or property is privately held, consult with relevant stakeholders to obtain authorisation and formal agreement from owners. For technical support, refer to the working group or actors specialised on Housing, Land and Property within the Protection Cluster.
- ✓ Be aware of existing tensions between different ethnic, religious or other groups and consider cultural practices within the affected community. Regularly monitor and discuss with beneficiaries if they feel pressured, directly or indirectly, to return to their place of origin or relocate, or if they feel prevented from leaving the camp.

EQUALITY

Arrange for people's meaningful access to impartial assistance and services - in proportion to need and without any barriers (i.e. discrimination). Pay special attention to individuals and groups who may be particularly vulnerable or have difficulty accessing assistance and services

- ✓ Treat all displaced persons equitably, regardless of their living situation (i.e.: host-families, collective centers, are self-settled in urban or rural locations, or are living in spontaneous sites or planned camps).
- ✓ Make sure that a comprehensive registration system is in place, enabling women to be registered in their own name and provisions are made for child-headed households. Ensure that the purpose of registration is properly communicated to all groups and that effective data protection measures are applied.
- ✓ Ensure that information about camp/site facilities and services is accessible to everyone, including persons with disabilities (sensorial impairments) and other persons with specific needs.
- ✓ Ensure that the design of the camp/site set-up and services are accessible to all categories of beneficiaries. Carry out regular spot-checks as part of ongoing monitoring in the camp/site, to collect information – disaggregated by age and sex - from the various services and assistance providers.

- ✓ Ensure that service providers consider the needs of different ethnic, racial, national or social groups and ensure that the quality of their services is equitable.
- ✓ Ensure that all persons have equal access to work opportunities in the camp. Consult with all actors operating in the camp to determine whether monetary compensation will be offered for work, and ensure consistency in agreed approach. If compensation is offered, ensure equal payment for all persons without discrimination.

ACCOUNTABILITY TO BENEFICIARIES

Set-up appropriate mechanisms through which affected populations can measure the adequacy of interventions, or address concerns and complaints.

- ✓ Set-up referral systems in partnership with protection actors to provide an appropriate response and specialised assistance to persons with specific needs. Apply standards on data management and implement measures to secure referral data i.e. to ensure that personal data and lists of beneficiaries of specialist protection interventions are kept confidential and stored in a secured manner to avoid unintended uses.

Note: a referral mechanism is not a rigid structure but a dynamic and inclusive process, which should incorporate: a) guidance on how to identify and appropriately treat persons with specific needs and survivors while respecting their rights and giving them power over decisions that affect their lives; b) a protocol or “pathway” to refer persons with specific needs and survivors to local and/or international agencies providing specialist protection and assistance, including medical, psycho-social and legal counselling services.

- ✓ Set-up feedback and complaints mechanism to receive and investigate requests and grievances regarding CCCM interventions, facilities and services at the displacement sites, as well as allegations of intimidation, coercion, violence and sexual exploitation and abuse experienced by women, girls, boys and men in receiving assistance. Respond to all complaints, regardless of whether corrective measures can/need to be put in place.

Note: a complaints mechanism should a) include a standard complaints form; however all complaints should be reviewed, regardless of format; b) give persons submitting a complaint the opportunity to identify themselves whilst respecting their anonymity should they fear retaliation; c) include provisions to submit complaints through a person other than the one about whom the complaint is made; and d) must incorporate appropriate procedures for effective follow-up. The complaints mechanism should be staffed with both men and women, and it should be accessible for children and persons with specific needs.

- ✓ Ensure that camp/site managers and coordinators have signed a code of conduct stating their commitment to respect and foster humanitarian standards and the rights of beneficiaries. Train managers and coordinators on the code of conduct and effectively monitor their adherence to the code. Compliance with the requirement to have a code of conduct is a non-derogatory criterion for the selection of all service providers.
- ✓ In partnership with protection actors, identify dedicated focal points and raise awareness about Prevention of Sexual Exploitation and Abuse (PSEA) by UN staff members, related personnel and partners. Provide clear information on the fact that beneficiaries do not have to provide services or favours in exchange for receiving services or accessing facilities.

PARTICIPATION & EMPOWERMENT

Support the development of self-protection capacities and empower beneficiaries to claim their rights, including - but not exclusively - the right to shelter, food, water and sanitation, health, and education.

- ✓ Ensure that women, men, girls and boys are fully involved in decisions relating to their situation, such as the development of camp/site policy, management, and site closure.
- ✓ Establish appropriate and sustainable mechanisms for meaningful dialogue with different age, gender, diverse groups of beneficiaries. To incorporate the views of persons with specific needs in decision-making processes, designate focal points within camp/site management structures and beneficiaries 'committees.
- ✓ Ensure that local authorities and host communities are informed, consulted and included in decisions on site location and planning in order to reduce tensions between host communities and displaced populations.
- ✓ Involve all categories of affected persons (such as children, persons with disabilities and older persons) in assessments in order to collect accurate information about their specific needs.
- ✓ Provide appropriate support to national/local authorities and stakeholders, including capacity building, and encourage government ownership of the protection and assistance strategy for camps and settlements.