

Camp Management Safety Audit

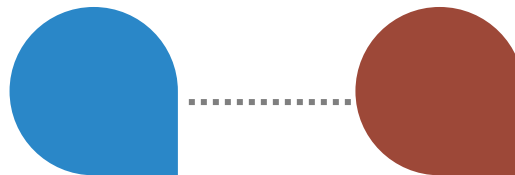
Updated at May 2019

All locations



Objectives

Describe what a
Safety audit is and
why is it useful



List tools available for
Safety Audit in Somalia





Safety audit



Camp Management toolkit, Chapter 10

- ❖ The Camp Management Agency **shares a responsibility** to ensure that conditions in the site minimize risks of GBV
- ❖ GBV exists across the world and in a range of contexts. Situations of displacement often increase the risks of GBV as community protective mechanisms may be weakened or destroyed
- ❖ It is the responsibility of the Camp Management Agency to work within a protection framework and understand the protection risks that women, girls, men and boys face



What is it?

- ❖ A simple, practical way to collect information related to GBV-related safety risks and vulnerabilities
- ❖ It leads to analysis and advocacy with relevant actors
- ❖ It is designed for population living in settlements, but can be adapted to other situations
- ❖ Can be used for one single sector or multiples sectors: as CM actors look at monitoring all the sectors of the response, ACTED CCCM Somalia uses multi sectors Safety Audit tools
- ❖ It



Why is it important?

- ❖ It improves safety across all sectors of humanitarian Response → **Do not harm**
- ❖ It promotes gender equity by increasing women and girls safe and equal access to resources, services and facilities
- ❖ It increases community participation in service delivery, taking into account the different perspectives and needs of women, girls, boys and men



How do we do it?

- ❖ **Observation:** Walk around a camp, community or facility and visually identify potential safety risks
- ❖ **Consultation:** Focus Group discussions & Key Informant Interviews



Good practices

- ❖ Anyone conducting a safety audit should be trained
- ❖ Prior to carrying out a safety audit, it is essential to identify and mitigate any potential risks that conducting a safety audit would create for those participating in it
- ❖ Cooperate with protection and other service providers operating in the settlement
- ❖ Prior to the safety audit, establish procedures for safe data storage and sharing (whenever sensitive data are collected), as well for the dissemination of results
- ❖ Conduct Safety Audits every 6 months





Safety Audit for Somalia

Step 1: Using Somalia Safety Audit Checklist



Microsoft Word Document

- ❖ 1 form per site
- ❖ Collects multi sector data
- ❖ Mix of observations and KII

CAMP LAYOUT/DESIGN		Yes	No	Notes
Observation (mandatory)	Is there a protective physical structure (fence, wall, etc.) around the site?			
	Is there space to easily walk between shelters and other structures?			
	Is there any public lighting in the site/community (street lights, etc. – either solar or electric)? (If, “no”, skip the next question)			
	Is there sufficient lighting in the site/community?			
	Is there a designated space where women and girls can gather to socialize, learn new skills and support one another (women’s centre, women’s and girls’ safe space, etc.)?			
Discussion (recommended)	Are vulnerable households located in safe locations in the site (eg. not isolated/exposed, close to services)?			
<i>Any additional comments/observations related to the general layout of the site?</i>				





Before starting data collection:

- ❖ Review the questionnaire with the team: make sure all the questions are clear and that you identify what questions must be answered through observations and what questions must be answered through KII
- ❖ If some questions are not clear, ask your coordinator to clarify! Never ask questions you don't understand!
- ❖ Invite at least the protection partner to conduct the safety audit with you and review with the team the most updated version of the GBV and Protection Referral Pathways for the site



Step 2: Enter data collected into the database

summary where necessary.

District	Site	Date (MM/DD/ YY)	Time of day (HH:MM AM/PM)	Org(s)	Focal point(s) / contact	Camp layout and design						Shelter				
						CM1 Phys structure	CM2 Space to walk	CM3 Any lighting	CM4 Sufficient lighting	CM5 Woman/girl s space	CM6 Vulnerable HH locations	SM1 Built with solid material	SM2 Doors with locks	SM3 Private sleeping areas	SR1 Shelters 6+ people	SR2 Shelters multiple families
Garowe	Site 1					1	0	1	1	0	0	0	0	1	1	1
						Narrative: sample text goes here						Narrative:				
Garowe	Site 2					1	0	1	1	0	0					
						Narrative:						Narrative:				

- ❖ Enter Data in tab 1 “data entry chart”
- ❖ 1 row for each site
- ❖ 0= NO, 1=YES



Microsoft Excel
Worksheet





When entering the data:

- ❖ Before entering the data, organize dropdown menus in the “*Do not touch tab*”.
- ❖ Enter the data in the “*data entry*” tab first! When this is complete, report the data in the “*summary all over time tab*”
- ❖ Clean the data while you enter them! Cross check and verify inconsistencies between the data collected, between the data collected and your personal knowledge as well as complete the database whenever data are missing



Step 3: FGDs with women and girls

- ❖ The purpose of this FGD is to complement the data collected using the Safety Audit Checklist for Somalia
- ❖ The FGD tool has 3 main section: 1. Women and girls` role in the community, 2. Women participation and women empowerment, 3. Safety and Security
- ❖ At least one participants per site
- ❖ Pros: give women and girls the chance to express themselves (their hopes, concerns, problems) as well as and suggest mitigation measures to overcome their challenges



**Microsoft Word
Document**



In the Focus Group discussion:



- ❖ Do not include ONLY CMCs!
- ❖ A FGD should not exceed the number of 20 to 25 participants
- ❖ Separate participants by age: different FGD for women and for girls
- ❖ Have a female facilitator conducting the FGD
- ❖ Make sure that everyone is participating and feel comfortable to express an opinion even if different from the majority's view
- ❖ Don't rush the FGD.



Step 4: Analyze the data and Prepare the report

SAFETY AUDIT REPORT
GAROWE, NUGAAL REGION
NOVEMBER 2018

- ❖ Consolidate the data collected, both through the checklist and the FGD in a narrative report
- ❖ Include Recommendations!!

Summary

1. Introduction
2. Methodology
3. Key findings
4. FGDs summary
5. Recommendations
6. Attachments



Microsoft Word Document



Microsoft Word Document

- ❖ Suggestion: summarize the data in a factsheet can help in capturing people's attention on key findings and recommendations





When finalizing and circulating the report :

- ❖ Share the reports in as many forums as possible to ensure broad circulation: with partners, Sub National and National Cluster, local authorities, Protection Cluster etc etc
- ❖ Consider to present findings in workshops (or incorporate findings in an already planned workshop) or meetings...
- ❖ ...bringing partners and stakeholders together to analyze findings, discuss sector specific risk recommendations can help develop safety action plans to address risks!



Step 5: Action plan and follow up

ACTED										
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GAROWE SAFETY AUDIT ACTION PLAN										
Nov-18										
Sfty #	Rec. No.	Recommendation/Key Finding	Date of Rec	Management Response (dropdown menu)	Action to be taken (free text)	SECTOR (dropdown menu)	Responsible Partner (free text)	Comments (free text - if more detail is required from columns F and G)	Focal Point (name/contact detail)	Date of update
Nov-18	1	• The condition of the roads within the sites needs to be improved in order to ensure a safe and easy access to the sites for service delivery. The main roads get flooded when it rains particularly the road between Allavakil and camp1.	Dec-13	Outstanding						
Nov-18	2	• To enhance safety and security within the sites, not only for women and girls but also for the entire IDP population, there should be effective and active community watch groups (comprised of both women and men) to improve and promote site safety and conduct	Dec-13	Outstanding						



Microsoft Excel Worksheet

- ❖ Preparing and agree with partners on an action plan helps the team following up on the findings and recommendations. Agreed Action plans keep actors accountable!
- ❖ Plans should clearly outline the actions to be taken, responsibilities, timelines and resources required



Page 1



Remember to follow up!!!

- ❖once you have your action plan ready, follow up **regularly** on its implementation!
- ❖ Even when partners cannot agree on an action plan, Camp Management team should regularly follow up on the recommendations!
- ❖ Be the standard bearer! Address recommendations related to Camp Management activities as soon as possible and be the best example possible for the other stakeholders!



.....and Step 5?

- ❖ In 6 months time, re-do the Safety Audit
- ❖ Just before the safety audit check/follow up on the implementation of the recommendations/action plan and verify which actions were implemented
- ❖ During the new Safety Audit cycle remember to **also** collecting information about:
 1. Effectiveness of risk-reduction or safety strategies put in place;
 2. New risks or safety problems that have arisen;
 3. Best practices and lesson learned.



Remember...



...We can reduce GBV risks and vulnerabilities in camp environment and create a safer space for women, girls, boys and men!



Key Messages:

- ❖ Humanitarian workers must always assume that GBV is occurring.....
- ❖ And Safety Audits are a simple, practical way to collect information related to GBV-related safety risks and vulnerabilities!!
- ❖ Safety Audit should be incorporated in regular monitoring activities to track changes over time
- ❖ Camp Management should conduct multi sector safety audits, in line with standards and service monitoring responsibilities!
- ❖ Joint safety audits, where partners are involved at the data collection and/ or at the data validation stage can promote:
 - Increased coordination
 - Creative risk mitigation solutions
 - Stakeholders accountability in addressing GBV risks and vulnerabilities



...any questions



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