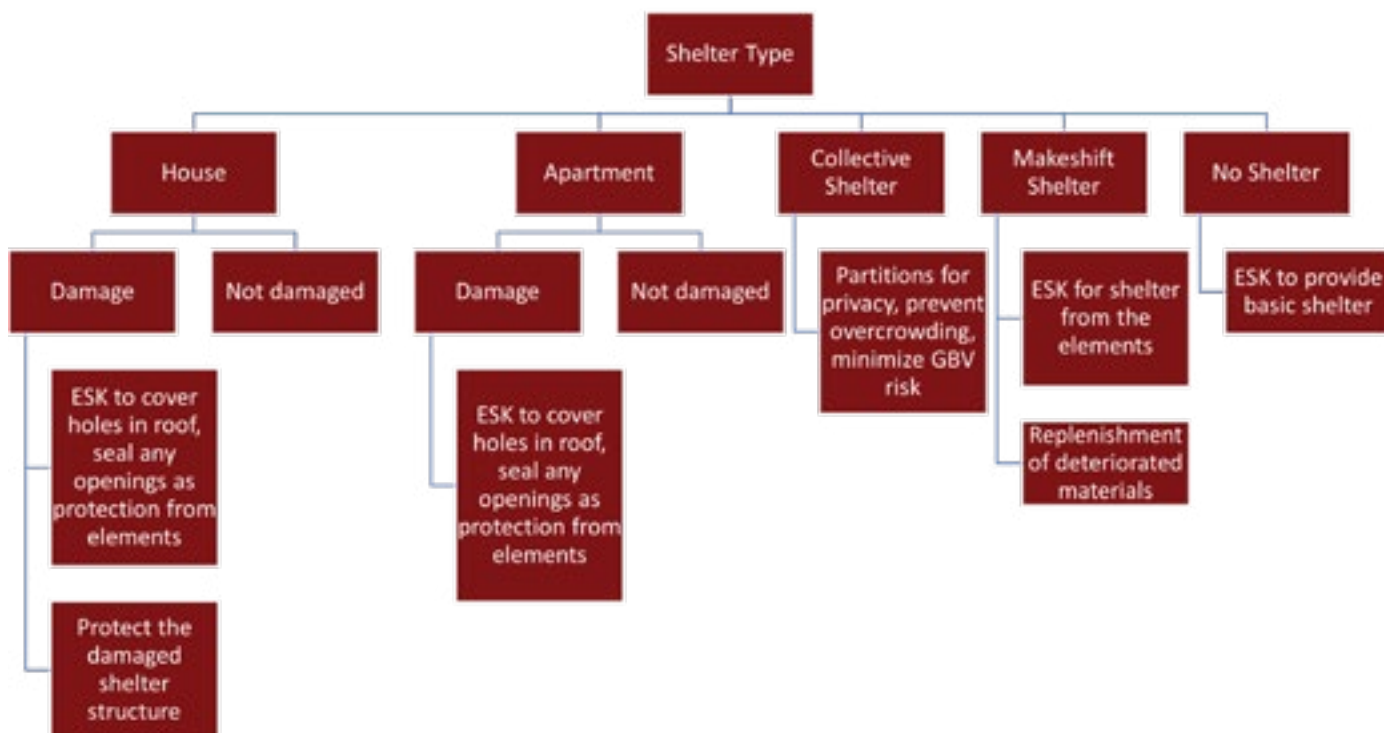


Emergency Shelter NWSW Cameroon



Internally Displaced, Returnees, and Non-Displaced people in the Northwest and Southwest Regions of Cameroon frequently state that shelter is among their top three needs. The purpose of the emergency shelter kit is to provide an **immediate temporary response** to the affected population who may not be able to fully achieve all conditions of shelter. Currently, shelter assistance has been particularly challenging in the Northwest region due to the ban on metallic items in the kit. This guidance note aims to support agencies implementing shelter programs in ensuring that the emergency shelter needs of the population are met in both regions and particularly in areas where there are constraints on the provision of a standard kit. What are the applications of the emergency shelter kit per shelter type in the NWSW? The following diagram illustrates the applications of the shelter kit and can help in how to target beneficiaries in need of shelter kits:



Currently, the Standard Shelter kit and approved items are listed in the specifications on the following page:

Specifications of Shelter Kit

Item	Photo	Description	Units	Status
Tarpaulin		Plastic Tarpaulin Width: 4 m x 5m (Area: 20m2) Weight: 170g/m2 +/- 5%, plus 10% for the reinforcement bands under ISO 3801 UV Resistance: 1500 Hours under ISO 1421 Tear Strength: : minimum 100 N both directions (BS 4303 wing tear or equivalent) or under ISO 4674 (A2) Reinforcement eyelets: Provided with aluminium eyelets or equivalent on four sheet sides of the single sheets at 100 cm +/-5cm centre to centre, providing very strong fixation points.	2	Approved for both regions
Rope		Polyester rope, 12mm diameter, 50 meters, in roll.	1	Approved for both regions
Hoe		A hoe is useful for preparing the foundation of the land where the shelter will be built	1	Banned in the NW
Pickaxe		Also used to support establishing the foundation of the shelter and for breaking hard ground where the shelter will be installed.	1	Banned in the NW
Shovel		Helps in digging and preparing the foundation where the emergency shelter will be installed. Helpful in the rainy season to dig trenches to prevent water draining into the shelter.	1	Banned in the NW
Nails		1 kg 3 inch (75 mm) nails in a package. Helps seal nails to fixtures.	1 package	Banned in the NW

Item	Photo	Description	Units	Status
Hammer		A hammer is essential for hammering the nails into place and for fixing the tarpaulins to wooden poles or for fixing it to a roof to cover any openings.	1	Banned in the NW
Handsaw		Needed for cutting wood to the required size when constructing an emergency shelter structure.	1	Banned in the NW
Wooden Poles		Wooden or bamboo pole (0.04 x 0.8 x 6 m.)- 4 such poles would be needed to set up the minimum emergency shelter in informal settlements	4	Decision taken by the Shelter Cluster in 2019 to not include them as part of the distribution due to the fact that bamboo and wood are found in plenty throughout the region and it would cause further harm economically and environmentally to procure and distribute
CGI Sheets		0.9m x 1.5m, minimum 0.475 mm thickness For more info: https://itemscatalogue.redcross.int/relief--4/shelter-and-construction-materials--23/construction-materials--25/corrugated-galvanised-iron-cgi-sheets--EBUIBSHE.aspx	2	Optional item proposed by Shelter Cluster partners in the Strategy revision 2022 for improving roofing conditions for IDPs who have constructed their own shelters.

Cost of an Emergency Shelter Kit on the Local Market

Shelter Cluster Partners have reported the cost of items in the basic shelter kit to be the following bringing the kit content to a price of \$178 USD or XAF 114,475.14. Prices are all from local markets in the Northwest and Southwest regions. These items exclude any labour costs.

Name of Item	Unit Price	Quantity	Total Price
4m x 5 m Plastic Tar-paulin	XAF 45,537.57	2 pc	91,075.14
Rope	XAF 3000	1 unit	3000
Handsaw	XAF 3500	1 unit	3500
Pick Axe	XAF 2000	1 unit	2000
Shovel	XAF 3500	1 unit	3500
Hoe	XAF 3200	1 unit	3200
Nails	XAF 2200	1 kg	2200
Wooden Poles	XAF 1500	4	6000

Shelter Kit Checklist

In recognition of the ban on shelter items and the concern from authorities that the contents of the kit could be misused, the Shelter Cluster recognizes that there is a need to ensure that those most in need of shelter are benefiting of the minimum emergency shelter standards and to assure authorities that the kit is providing life-saving assistance. The Shelter Cluster in the Northwest and Southwest regions of Cameroon therefore introduces a Shelter kit checklist of which the standard operating procedures for its use are outlined in the following steps. The Shelter Cluster proposes to use the majority of the checklist during beneficiary registration in order to ensure that agencies select those beneficiaries who are most in need of shelter and that the kit will serve the purpose of improving minimum shelter standards. If an agency is not able to access the shelter location of the beneficiary sampled, the agency should train shelter committees to fill out the form after distribution. In addition to taking the photo of the outcome of the result, the tool should be used in line with the Shelter Cluster's Post Distribution Monitoring Tool and in line with cluster guidance and indicators recommended in this document. The Shelter Kit checklist tool is found at the following link: <https://sheltercluster.org/north-west-south-west/forms/shelter-kit-checklist>

1. The tool should be used with each household.
2. The tool will help agencies in assigning a unique household ID to each beneficiary before and after distribution.
3. The unique ID is a formation of the first 3 letters of the region name, the first 3 letters of the division name, the first 3 letters of the Subdivision name, the first 3 letters of the village name, and a unique number for each beneficiary that the agency will assign in that village.
4. The information on prior to distribution will be filled out by the agency to ensure that there is an existing need for the Shelter kit and that the response modality is accountable to the specific needs of that population.
5. Depending on the agency's access for the post distribution follow up, the agency will either collect itself or training shelter committees to follow up on a sample of the households who have received the shelter kits at the shelter level.
6. The entire form is an abbreviated manner of collecting quick post distribution follow up at the shelter level where many agencies do not have access.
7. The unique ID will enable the Shelter Cluster to better follow up on the relevancy of the shelter kit and also illustrate before and after situations of the households it is assisting.

The Shelter kit has been revised once since the cluster's activation in 2018. The first revision took into consideration the fact that wooden sticks used for the structure could be provided by the communities themselves, as this is a readily available material in the region and was no longer necessary to distribute in-kind. These would be bush sticks; though in urban areas this still implies a monetary expense for the household. In 2020, a review of the shelter kit was conducted in light of the ban on metallic items which showed that beneficiaries used the items for both shelter and livelihood purposes, but also found that beneficiaries in the NW were still able to use the tarpaulins for shelter while contributing the missing items on their own. Agencies also suggested to increase the number of tarpaulins distributed or to complement with voucher form of assistance to top up on the missing items. In addition to ensuring that the emergency shelter kit is targeting the appropriate shelter scenarios, it is important to consider the following criteria in mind:

- What are the **locally available shelter materials** in the market?
- Are items in the market **accessible or affordable** for beneficiaries? If not affordable but available in markets, consider voucher form of assistance to support the beneficiaries in purchasing the necessary items.
- How **many people and how many families** will the shelter kit support?
- Do beneficiaries have the **ability to use the items** to improve the habitability of their shelter? For people with **specific vulnerabilities**, ensure that they are provided the necessary assistance to properly use the shelter kit to meet their shelter needs.
- Will **response time** be in time to meet the shelter needs? Or will people be able to find their own solution prior to distribution of items? If so, what kind of solutions are those and how can they inform our response?
- Ensure that beneficiaries have an appropriate degree of shelter through the use of the Shelter Kit. As you will note, the **shelter kit by itself is not able to achieve all levels of habitability** for people in makeshift shelters and without shelter, because the kit by itself is currently not able to provide for all elements of a proper shelter including roofs, walls, doors, windows, and floors. Agencies should monitor the **following indicators** to ensure that the shelter kit is providing for immediate shelter needs while mitigating protection risks, and ensure that beneficiaries are able to move to more adequate shelter solutions as soon as possible:
 1. Number of people in a given surface area
 2. Privacy particularly for those of opposite genders, particularly in situations where the shelters may bring families together who did know one another prior to displacement
 3. Prevention of leaking in the shelter
 4. Adequate ventilation in the shelter space
 5. Did people sell or are more likely to sell the materials rather than use the items?
 6. The ability and comfort of people to store their belongings in the shelter
 7. Enough space outside the shelter to cook without creating a fire hazard (Minimum ratio between covered living space (shelter) and plot size is 1:2; move as soon as possible to 1:3 or more.)
 8. Beneficiaries' own degree of satisfaction with the form of assistance provided.

Recommendations on Use of Tarpaulin

- Do not tie the rope through only one single layer of tarpaulin. Tie the rope through the eyelet or through folded tarpaulin.
- For better attaching of the rope to the tarpaulin, insert small smooth stone, bottle cap, rags, or other non sharp material inside and tie the rope around it.
- Keep Tarpaulin tight on the shelter: tarpaulin flapping in the wind is more prone to damage, while loose tarpaulin is less likely to block out rain water and wind from the shelter.
- Keep the tarpaulin away from sharp edges (bamboo or wood structures used in the frame). If there are sharp edges discovered in the frame, insert cardboard, fabric, or other material to drive a wedge between the frame and the tarpaulin.
- Maximize use of shade to prolong the longevity of the tarpaulin and prevent it overheating.
- For makeshift shelters constructed with the kit, ensure placement of the shelter has natural barriers or vegetation that can provide resistance to the wind.