International Federation of Red Cross & Red Crescent Societies

Make that Change: Community Based Disaster Management, Facilitators Manual

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International Federation of Red Cross and Red Crescent Societies (IFRC)

Organisation

The IFRC is the world's largest humanitarian organization, with 181 member National Societies. IFRC's work is guided by seven fundamental principles; humanity, impartiality, neutrality, independence, voluntary service, unity and universality.

Website: www.ifrc.org; IFRC's Disaster Preparedness webpage: www.ifrc.org/what/disasters/dp

Bibliographical details

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This manual has been published together with a workbook and a training lesson plan for facilitators.

Abstract

This publication is a manual for working with communities to reduce their vulnerabilities and increase their capacities. The process for community based disaster management activities is a 12 step manual consisting of various tools and methodologies for each step. This publication is a product of the VCA methodology that the International Federation of Red Cross and Red Crescent Societies has identified as a crucial element in fulfilling its commitment to improve the lives of vulnerable people.

Intended end users

End users are intended to be **community development workers** and facilitators in the Red Cross Community Based Disaster Preparedness (CBDP) Programme.

Geographical focus

Although the manual was developed in the **Caribbean** context, it can be used in communities throughout the world with the purpose of reducing vulnerability and increasing capacity.

Type of Material

Step-by-step manual for community based disaster management, including:

- Basic framework and tools in which to conduct vulnerability analysis and action planning with communities
- Thorough breakdown of 12 steps of the process
- Outline of process and methods in which to work with communities through steps
- Useful examples of how to utilize each of the tools and suggested exercises

Overview of how to understand the needs and priorities of communities at risk through community work. The publication gives a conceptual framework for understanding vulnerability and capacity, as well as an explanation of the type of facilitation style needed in order to achieve the 12 step process with the community at the centre of the process.

The publication also contains all of the necessary tools and suggested exercises contained in the 12 step process at the back. This is to enable the facilitators to have the material at their fingertips with detailed explanations as to why the tools/exercises are being used and what they are expected to gain from them.

Language

The manual is in English.

Scale of assessment

The scale of assessment is at the **community**-level.

Type of Assessment

Many of the steps and tools are based on the Vulnerability and Capacity Assessment (VCA) methodology.

The 12 step process starts with collection of baseline data and goes through every step in the process of working with the community to ascertain hazards through various tools, which are primarily derived from participatory rural appraisal (PRA) frameworks.

Analytical methods

The methods and tools mentioned in this document are by no means exhaustive. They mainly include participatory tools for assessing vulnerability and capacity within a community. The core of the publication is an intensive 12 step programme undertaken with the community, including many meetings and participatory exercises.

The preparatory and planning consists of preparing the facilitation team, as well as agreement of community involvement and a collection of baseline data.

The *disaster risk assessment methods* used are:

- **Hazard and Vulnerability Assessment (HVA)**
- **Vulnerability and Capacity Assessment (VCA)**
- **Damage, Needs and Capacity Assessment (DNCA)**

Other *general assessment* methods

- **Social and institutional network analysis**
- **Livelihood analysis**
- Coping strategies analysis
- People's organization capacity assessment

Tools

The 12 step manual consists of a number of participatory and technical assessment tools.

Participatory tools include:

- **Timeline**
- **Seasonal calendar**
- **Transect walk**
- **Risk mapping**
- **Historical profiling**
- **Problem tree**
- **Hazard mapping**
- Capacity/resource mapping
- Spatial mapping

Technical assessment tools include:

- **Direct observation**
- **Secondary data**
- **Semi-structured interviews**
- Classification of building/structures (scoring matrix)

Notes on methods

- The manual gives step-by-step instructions for the entire process of community involvement by providing all of the necessary tools/exercises and detailed explanation of how and why to use these.

- Community-based approach with community involved in most steps in the process.

- Contains explanation and perspective on the PRA and its characteristics in terms of a broad view of disaster risk and its community-based approach.

- Provides tools for undertaking the 12 step process.

- Good notes and explanations about using tools and how to conduct the actual programme with the community.

- Provides philosophy behind PRA.

- It would be difficult for the community to undertake this process without the support of the Red Cross.

Case studies / practical examples

The ProVention Community Risk Assessment Toolkit contains two IFRC case studies from the Caribbean region: Jamaica and Belize.

Resource person(s)

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Author of guidance note

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