

## Guidance for RSH Toolkit www.unhcr-Nairobi-hub.org/toolkit

How to:

Add A Project





Log in

### Welcome

#### Welcome to the Regional Support Hub Toolkit.

This online database has been developed by UNHCR Regional Support Hub in Nairobi to help UNHCR and partners to keep track of what is happening in the sector of Physical Planning and Shelter for Refugees. The Toolkit is a platform for sharing information and facilitating exchange of innovative initiatives on Physical Planning, Shelter and Infrastructure projects undertaken by UNHCR and Partners in refugee operations in the Region.

The Toolkit provides access to real project data, technical documentation, reports and photographs, providing an overview of refugee camp infrastructure projects in the region, making available good practice examples and documents available for all staff, and new partners. Through the Toolkit you can identify focal points who worked on the projects, to gain first hand feedback on the challenges, tips and ideas, allowing faster hand-over in emergencies and easily adapting these projects to your context and emergency situation.

Catalogue Introduction

A compilation of regional solutions documenting the refugee shelter solutions, which is based on contextual constraints and the variable elements that may be amended to suit different operations. This quick simple reference will aid in decision making, informing refugee operation shelter response, shelter strategies, assist in rapid procurement of materials for shelter construction and make resource management more timely.

# USER LOGIN Username or e-mail \* Password \* Create new account Request new password

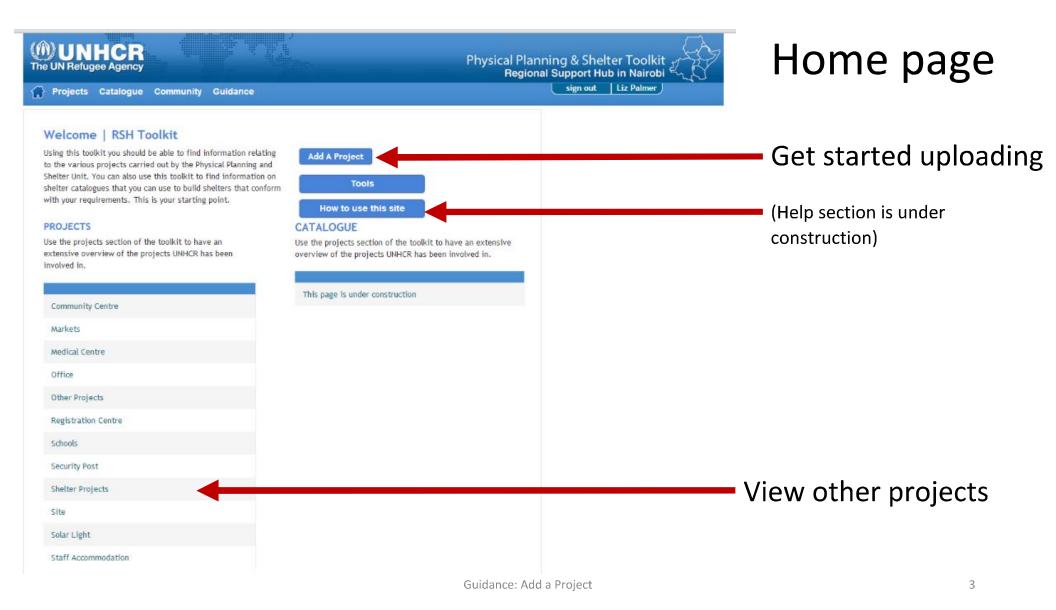
Register andLog in

#### **EXTERNAL LINKS**

- Toolki
- Urban Good Practices
- Urban Response
- Park Database
- UNHCR-net
- RSH-net

# INFORMATION ABOUT About RSH Disclaimer Contact Us Guidance: Add a Project

Useful external links



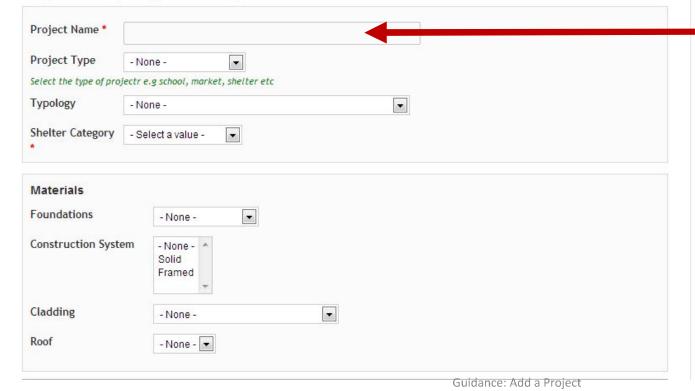


Projects Catalogue Community Guidance



### **Create Project**

### Step 1 of 4 | Project Description



### Add a Project

1: Enter name eg Buul, IDPs, Daynile

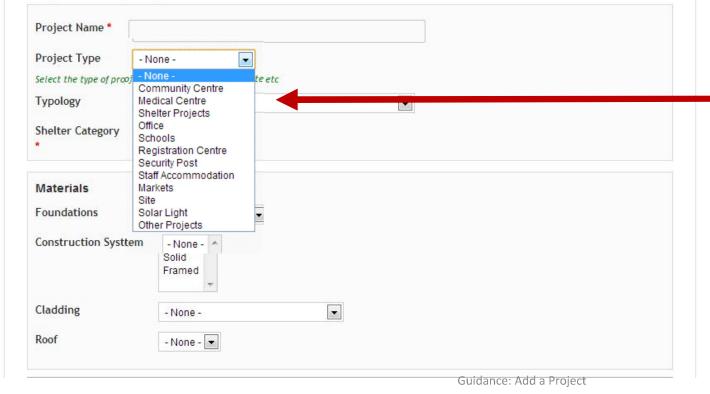




Projects Catalogue

Step 1 of 4 | Project Description

Community Guidance



### Add a Project

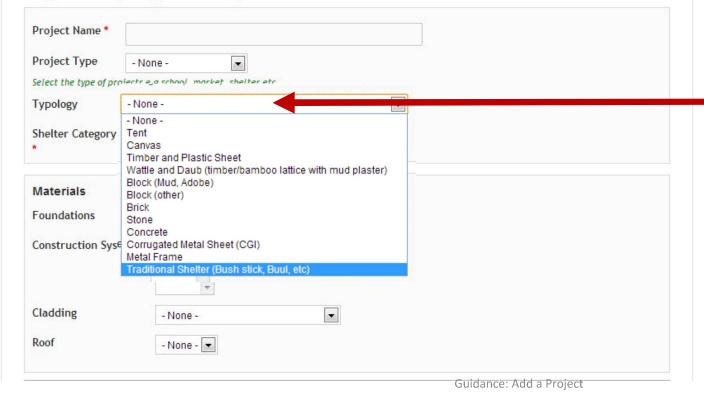
2: Type of Project:
Select Shelter Project
(You can upload
many types of
project, not only
shelters)





### Step 1 of 4 | Project Description

Projects Catalogue Community Guidance



### Add a Project

3: Typology of Construction
Select the closest option that applies





Projects Catalogue

### Step 1 of 4 | Project Description

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Project Name *		
Project Type	- None -	
Select the type of pro	jectr e.g school, market, shelter etc	
Typology	- None -	
Shelter Category	- Select a value -	
	- Select a value - Emergency	
Materials	Transitional Permanent Shelter Kit	
Foundations	Not a Shelter Project	
Construction Syste	- None - A Solid Framed	
Cladding	- None -	
Roof	- None - 🔻	

Guidance: Add a Project

### Add a Project

4: Shelter Category
Is this an Emergency
response, Permanent
or a Transitional
solution for long term
displacement? Select
the closest option
that applies



### **Create Project** Step 1 of 4 | Project Description Project Name \* Project Type • - None -Select the type of projectr e.g school, market, shelter etc • Typology - None -Shelter Category - Select a value -Materials Foundations • - None -- None -Construction System Block Compacted Earth Concrete Pad Foundation Stone • Cladding - None -Roof - None - 🔻

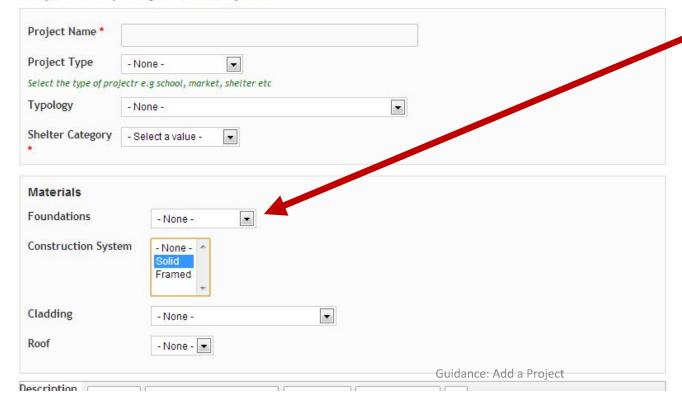
### Add a Project

Materials:

Provide as much information as possible Select the closest option



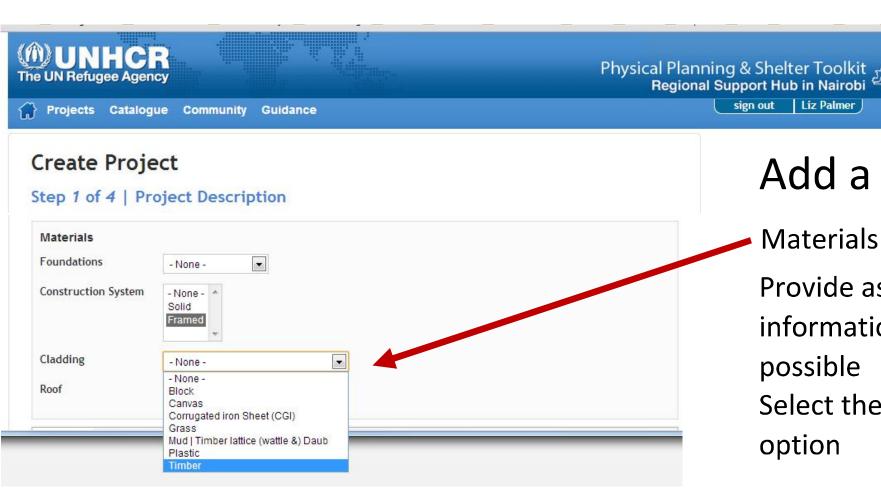
### Step 1 of 4 | Project Description



### Add a Project

### Materials:

Provide as much information as possible Select the closest option



## Add a Project

Materials:

Provide as much information as possible Select the closest option



### Step 1 of 4 | Project Description



## Add a Project

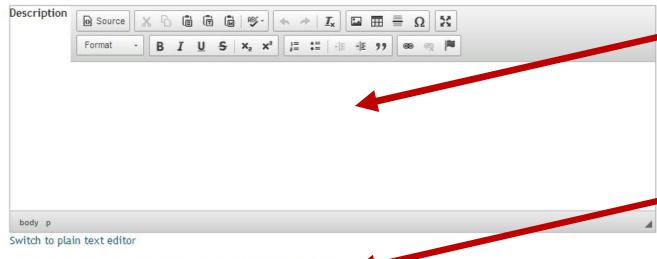
### Materials:

Provide as much information as possible Select the closest option



### **Create Project**

### Step 1 of 4 | Project Description



#### DESCRIPTION OF PROJECT: Please provide information such as:

Reason for displacement

Anticipated duration of displacement

Refugee or IDP

Information on the displacement location eg. climate, hazards, cultural concerns

Needs Assessments

Participation by beneficiaries

Time to build

### Add a Project

Project Description
Provide as much
information as
possible
Guidance on what
information is given

below.



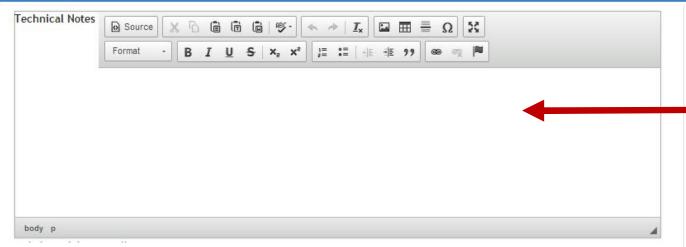


Liz Palmer sign out

Projects Catalogue

Community

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TECHNICAL NOTES: Please provide information on any technical aspects of the project such as:

Anticipated Life Span (1-3 months, 3-6 months, 6 months to 1 year, 1-2 years, 2 - 5 years, > 5 years)

Labor method (no information; self-build; contractor; cash or voucher; community teamwork; direct NGO implementation; etc)

Materials (procurement local or imported, reasons for construction materials and method)

Is the construction technique known in the area

Are their skilled labourers among the beneficiaries

What technical guidance, training and support was given by the implementing agency

What tools were provided

Is the design upgradeable? What is the durable solution, maintenance or upgrade planned.

Are the materials recyclable, transportable

What provision is made for cooking - is there a separate kitchen, outdoor area, stove or chimney provided.

What has been provided to improve security - ie. doors, windows, locks

Do the beneficiaries close doors and windows, block them up etc.

Livelihoods considerations: Technical training and capacity building associated with the project local employment for host community or beneficiaries, can the tools be used for other projects, etc.

### Add a Project

**Technical Details:** 

Provide as much information as possible

Guidance on what information is given below.



Physical Planning & Shelter Toolkit Regional Support Hub in Nairobi sign out Liz Palmer

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### Add a Project

**Protection Notes:** 

Provide as much information as possible Guidance on what information is given below.

This list is not exclusive, insert any relevant information

### **Create Project**

### Step 1 of 4 | Project Description

#### **Protection Notes**

#### Protection Considerations:

Do the doors have locks

Is there sufficient lighting

Has community surveillance been considered

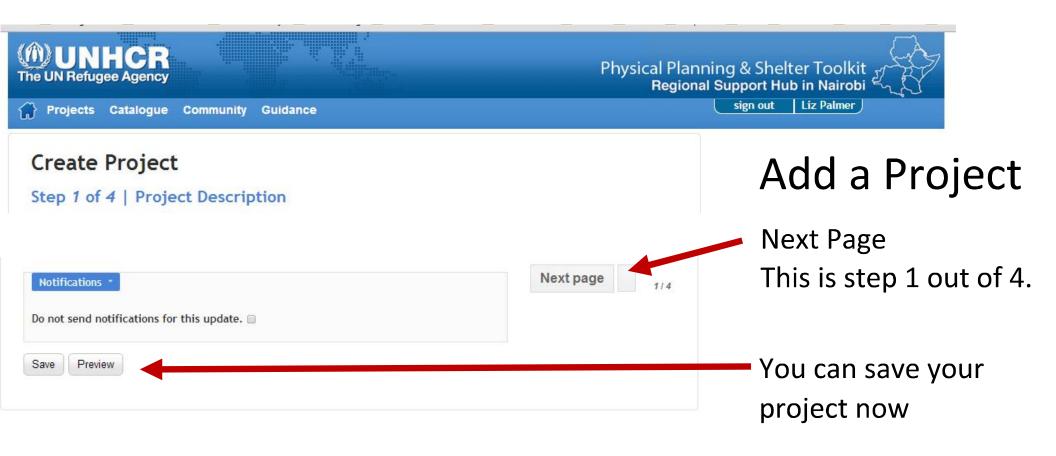
Are the shelters spaced according to minimum standards, there sufficient fire breaks

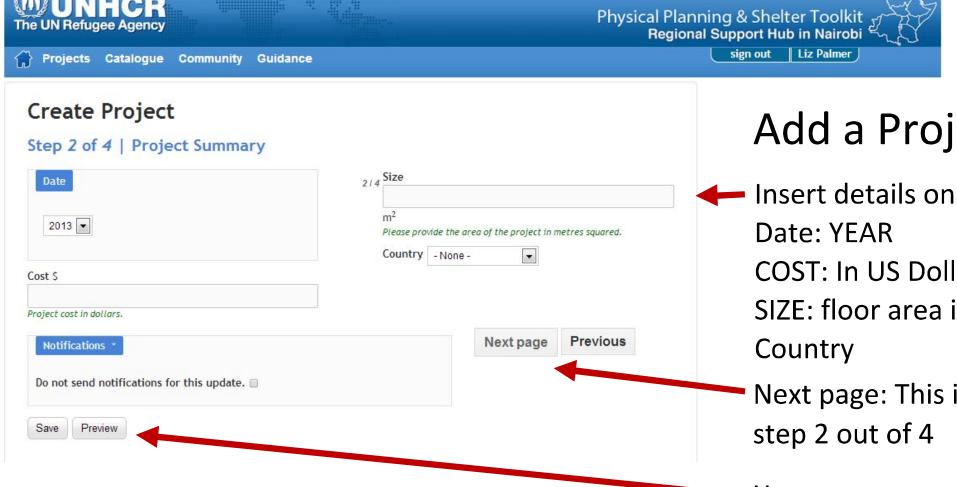
#### Gender considerations:

Have women been consulted in the design

Is a separate living space required for privacy concerns

Has provision been made for cooking and washing needs, etc





### Add a Project

COST: In US Dollars

SIZE: floor area in m2

Next page: This is

You can save your project now 16



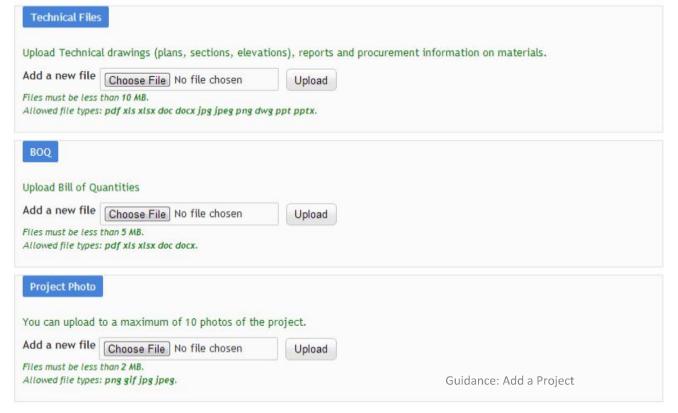


Projects Catalogue

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### **Create Project**

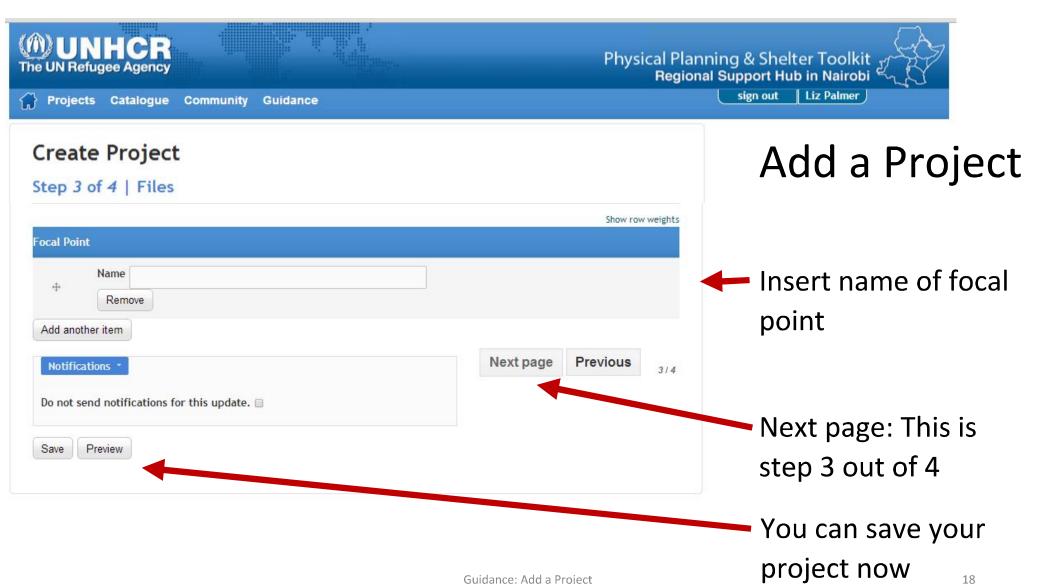
### Step 3 of 4 | Files



### Add a Project

- UPLOAD project files: Drawings, reports, assessments
- UPLOAD Bill of Quantities

UPLOAD Photographs





Previous

Guidance: Add a Project

Latitude

Longitude

Please insert your coordinates. Only Format accepted is the decimal coordinate system.

5. coordinates will appear in the search bar above in the format latitude, longitude.

If you do not know your coordinates, but know your location:

1. Navigate to google maps

4. select "whats here?"

Notifications

Preview

Save

2. zoom to the location of the project

3. right click on the location (opens sub-menu)

6. Copy and paste these into the fields here.

Do not send notifications for this update.

### Add a Project

Location information Climate Type:

http://en.wikipedia.org/wiki/Climate

Coordinates: If you do not know this, follow step instructions below This is the final step You can save your project now



Physical Planning & Shelter Toolkit Regional Support hub in Nairobi

sign out | Liz Palmer



Projects

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### Brick Shelter, IDP&Returnees, Mugunga 3



#### Project Description -

Mugunga 3 camp is situated 7 km from Goma town and about 30 km from the Rwanda border.

Edit your
Project
Go to your profile
page

#### Project Summary -

#### Project Type:

Shelter Projects

#### Climate type:

Tropical Wet

Rural / Urban:

Rural

Shelter Cacego Avice: Add a Project

Permanent

### Add A Project

#### LATEST PROJECTS

Brick Shelter, IDP&Returnees, Mugunga 3

Phased Shelter, Refugees, Bwangiriza

Emergency Shelter, Refugees, Ajuong Thok

Interlocking Stabilised Soil Block (ISSB) Refugees, Dadaab

Tukul, Refugees, Fugnido

#### PROJECTS

Use the projects section of the toolkit to have an extensive overview of the projects UNHCR has been involved in.





sign out

Liz Palmer

Projects Catalogue

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### Liz Palmer

Title: Shelter Expert Working for: UNHCR

#### **About Myself**

I am an expert

### My Interest in this Database

I view as a UNHCR staff

#### WORK EXPERIENCE

#### organisation:

**UNHCR** 

Description

UNHCR Regional Support Hub

### LIZ'S POSTS Brick Shelter, IDP&Returnees, Mugunga 3 edit Monday, September 23, 2013 - 11:09 Tukul, Refugees, South Sudan edit Wednesday, July 3, 2013 - 16:51 Edit your **Project**