

# CHAPTER 1

## INTRODUCTION TO THE DANISH REFUGEE COUNCIL STAND-BY ROSTER HANDBOOK

### 1.1 Introduction

Although the number of man-made crises have decreased in the recent years, natural disasters have increased in number and scale. The challenge to respond to humanitarian crisis therefore remains a challenge to all making staff mobilisation one of the key elements in a rapid response.

The UN organisations can seek additional human resource assistance from the Danish Refugee Council Stand-by Roster in emergencies. The DRC Stand-by Roster holds eight Stand-by Agreements with partners in which the DRC Stand-by Roster commits itself to maintain a roster of emergency personnel, which can be deployed upon request.

This Handbook is designed to inform and guide parties involved in Stand-by Arrangements as it contains all relevant information in regards to deployments to the UN humanitarian operations through the DRC Stand-by Roster.

The chapter introduces the Handbook to the users, outlines the purpose of the Handbook and its intended users, provides guidance on how to use it and points out some of its limitations.

#### 1.1.1 The Danish Refugee Council

DRC is a private, independent and non-profit organisation which functions on the basis of humanitarian principles and human rights. DRC strives to secure the protection of refugees and Internally Displaced Persons (IDPs) and further to promote long-term solutions to the problems created by forced displacement.

As a rights-based organisation, DRC seeks to provide refugees, IDPs and other groups affected by conflict with assistance and support according to their rights, while at the same time holding the duty-bearer stakeholders to account. DRC seeks to facilitate and support duty-bearers' ability to take up their responsibilities to protect people affected by war and conflict.

In Denmark, DRC assists refugees in all aspects of integration, as well as in asylum procedures. Internationally, DRC works in the context of conflict-induced displacement and early recovery and return situations. DRC is operational in more than 25 countries in Africa, Asia, Western Balkans, the Caucasus region and in the Middle East.

DRC is an active member of several key humanitarian policy, advocacy and agen-

da-setting forums and networks, such as ICVA, VOICE, ALNAP, HAP and ECRE. Moreover, DRC is an active member at both global and field level in UN cluster working groups on Protection, Camp Coordination and Camp Management and Early Recovery.

### **1.1.2 The DRC Stand-by Roster**

The DRC Stand-by Roster is partner to seven UN organisations and the International Organisation for Migration (IOM) working in complex emergencies and in transitional settings.

The objective of the DRC Stand-by Roster is to strengthen UN's provision of emergency and rehabilitation assistance to people affected by war, crises or natural disasters.

The DRC Stand-by Roster maintains a database of 250 highly qualified specialists available for rapid deployment to the UN. The profiles of the members fall into the following categories: Emergency and Camp Management; Refugee and IDP-protection; Transport and Logistics; Reconstruction and Water and Sanitation; Repatriation, Reintegration and Recovery; Information Management and Coordination; and Mine Awareness.

The DRC Stand-by Roster is funded by DANIDA and as such forms a part of the Danish Resource Base in Disasters. The Danish Resource Base in Disasters consists of rosters managed by the DRC, the Danish Red Cross, the Danish MSF and the Danish MFA's own Roster. In total, the Danish Resource Base in Disasters holds around 500 members ready for fast deployment in a wide range of sectors<sup>1</sup>.

### **1.1.3 Current Operational Context of the DRC Stand-by Roster**

UN organisations' demand for services offered by the DRC Stand-by Roster has increased significantly over the past decade. This is due to a worldwide increase in UN responses to forced displacement. Hence, the DRC Stand-by Roster is in permanent need for highly skilled experts, who can be deployed with short notice to support the UN organisations with capacity to respond to complex emergencies.

The past years have witnessed a change in the humanitarian context in which the UN works. Emergencies are becoming ever more complex in nature: Access to beneficiaries has become increasingly difficult, protection of civilians as well as the security for aid workers are issues of great concern.

The UN has made a large effort in recent years to address the changed humanitarian context. Through the UN Humanitarian Reform Process, greater emphasis is being put on co-ordination and collaboration between UN agencies with the aim to deliver more predictable and more accountable responses to humanitarian needs. This Handbook attempts to reflect these changes, e.g. by putting special focus on

the cluster approach and its implications for DRC Stand-by Roster deployees.

## 1.2 Purpose and Intended Users of the Handbook

The purpose of the Handbook is to provide an overview of the most essential information required to understand the role and tasks of a DRC Stand-by Roster deployee, as well as to outline the context in which DRC Stand-by Roster deployees work.

The Handbook:

- Reflects the values, norms and accountability framework of DRC as an organisation
- Serves as a tool for induction and training of DRC Stand-by Roster members
- Acts as a tool to facilitate a common understanding of issues related to the DRC Stand-by Roster and is an aid to more effective communication between DRC and the DRC Stand-by Roster members, and between the DRC Stand-by Roster and UN organisations with whom DRC has a Memorandum of Understanding (MoU)
- Provides links to relevant tools and guidelines.

The Handbook is developed primarily to be used by:

- The members of the DRC Stand-by Roster. The content of the Handbook will serve as guidance before and during deployments. The members will be able to find all relevant documents, guidelines and descriptions of procedures in relation to deployment together with a detailed description of the DRC organisation and the framework behind it. The Handbook outlines what is mandatory for members in respect to their administration and reporting responsibilities.
- The partners of the DRC Stand-by Roster. The Handbook will serve as a presentation of the DRC Stand-by Roster. The partners will find a detailed description of the DRC organisation and the framework in which the organisation works, including other partners and networks. The partners will also be able to find descriptions of the work of the DRC Stand-by Roster, the procedure for deployment, the conditions of the partnership and the profiles offered by the DRC Stand-by Roster. Further a chapter describes the training courses that are offered to the members of the DRC Stand-by Roster.

The Handbook is primarily a reference book. The six chapters contain the fundamental knowledge which all DRC Stand-by Roster members should possess. For this reason the Handbook has intentionally been designed as concise as possible

with the majority of annexes on the CD ROM and only annexes of prime importance printed on paper in the respective chapters.

The Handbook should be viewed as a living document. It will be regularly updated to accommodate new developments and experiences. Feedback and suggestions are very welcome, so as to ensure continuous improvements.

### **1.3 Content and Structure of the Handbook**

The Handbook presents the aspects most vital to UN deployment through the DRC Stand-by Roster. It does however not cover operational aspects of specific UN operations.

Chapter 2 describes DRC as an organisation. It presents DRC's vision, mission and organisational structure, the mandate for international activities, the DRC Accountability Framework (key policies, standards and principles to which the organisation subscribes), the operational areas, as well as the partnerships, networks and other forms of collaborative arrangements the organisation is engaged in. We believe that this information about DRC will be relevant for both DRC Stand-by Roster members representing the organisation during assignments as well as for our partners.

Chapter 3 is the heart piece of the Handbook. It presents the DRC Stand-by Roster including its history, objectives and strategies as well as the context of today's humanitarian emergencies and conflicts in which DRC Stand-by Roster members work.

Chapter 4 contains a short introduction to the DRC Stand-by Roster's UN partners and their legal framework. Furthermore, the UN Humanitarian Reform Process is presented in brief. Deployees are encouraged to study carefully relevant documents of the relevant organisation prior to deployment, as well as to use annexes and websites to seek for further information. Refer to the DRC Stand-by Roster Handbook CD-ROM.

In chapter 5, the secondment process is described in detail, step-by-step. The chapter is structured in a way that makes it easy to use as a work of reference for the DRC Stand-by Roster deployees whenever a question relating to practical or administrative issues arises.

Chapter 6 covers the training courses offered by the DRC Stand-by Roster. It includes brief descriptions of DRC and UN training courses, including online- and e-learning courses.

The CD-ROM contains the entire Handbook and all annexes. The index makes it easy to find the different documents. Deployees are encouraged to bring the CD-ROM with them on field missions.

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1) [www.um.dk](http://www.um.dk)