



Post Distribution Monitoring (PDM): Far Western Earthquake Response in Nepal



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Abbreviations and Acronyms

CALP	: Cash Learning Partnership
CCG	: Conditional Cash Grant
CDO	: Chief District Officer
CfW	: Cash for Work
CGI	: Corrugated Galvanized Iron
CHF	: Swiss Franc
CHS	: Core Humanitarian Standards
COVID-19	: Corona Virus Disease
CSDS	: Center for Sustainable Development Studies
CSO	: Civil Society Organization
CVA	: Cash and Voucher Assistance
DDMC	: District Disaster Management Committee
DEOC	: District Emergency Operations Centre
DREF	: Disaster Response Emergency Fund
EOC	: Emergency Operations Center
FGD	: Focus Group Discussion
FNCCI	: Federation of Nepal Chambers of Commerce and industries
FSP	: Financial Service Providers
HHs	: Households
ICRC	: International Committee of the Red Cross
IFRC	: International Federation of Red Cross and Red Crescent Societies
IGs	: Implementing Grantees
INGO	: International Non-Government Organization
KII	: Key Informant Interview
LDMC	: Local Disaster Management Committee
LG	: Local Government
LWF	: Lutheran World Federation
M&E	: Monitoring and Evaluation
MEB	: Minimum Expenditure Basket
MPC	: Multipurpose Cash (Grants)
NDRRMA	: National Disaster Risk Reduction and Management Authority
NFRI	: Non-Food Relief Item
NGO	: Non-Government Organization
NPR	: Nepalese Rupees
NRCS	: Nepal Red Cross Societies
PAN	: Permanent Account Number
PASA	: Participatory Approach for Shelter Assistance
PCMA	: Pre-Crisis Market Analysis
PDM	: Post Distribution Monitoring
PGI	: Protection, Gender and Inclusion
SME	: Small and Medium Enterprises
SPHERE	: Humanitarian Charter and Minimum Standards in Humanitarian Response
UCG	: Unconditional Cash Grants
UNFPA	: United Nations Population Fund
VAT	: Value Added Tax
VCN	: Volunteer Corps Nepal
WASH	: Water Supply, Sanitation and Hygiene Promotion

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Chapter 1: Introduction

1.1 Background Information

This report presents the findings of the Post Distribution Monitoring (PDM) of the Far Western Earthquake Response in Nepal. It has been meticulously prepared to serve as a valuable learning resource, particularly focusing on distribution management and highlighting cash-based interventions. The humanitarian response was carried out through collaboration between esteemed organizations, namely the Nepal Red Cross Society (NRCS), American Red Cross, Danish Red Cross, and the International Federation of Red Cross and Red Crescent Societies (IFRC) together with multi-tiered government stakeholders. Among these partners, the Nepal Red Cross Society (NRCS) took on the role of implementing the repose programme in the earthquake affected districts of Sudurpaschim Province of Nepal.

Reviewing the Situation Reports and Bulletins of NRCS, it was found that on the early morning of Wednesday, 9th November 2022, a powerful earthquake measuring 6.6 magnitude struck western Nepal. The epicenter was located in Khaptad Chhana Rural Municipality of Bajhang district, near the border with Doti district.

The seismic impact was felt not only in the immediate vicinity but also in neighboring districts such as Bajhang, Kailali, Kanchanpur, Banke, and Rukum West. Additionally, the earthquake's tremors reached parts of India, including New Delhi.

Unfortunately, the region experienced another shock on 12th November 2022, further adding to the devastation in Bajhang District. Tragically, six individuals lost their lives, and eight others suffered injuries in Purbichauki Rural Municipality of Doti District, primarily due to houses collapsing.

As a result of the earthquake and subsequent aftershocks, a total of 7,175 families were severely affected. The data collected from the affected District Chapters of NRCS indicates that 1,882 houses were destroyed severely in the districts of Achham, Bajhang, Bajura, and Doti,

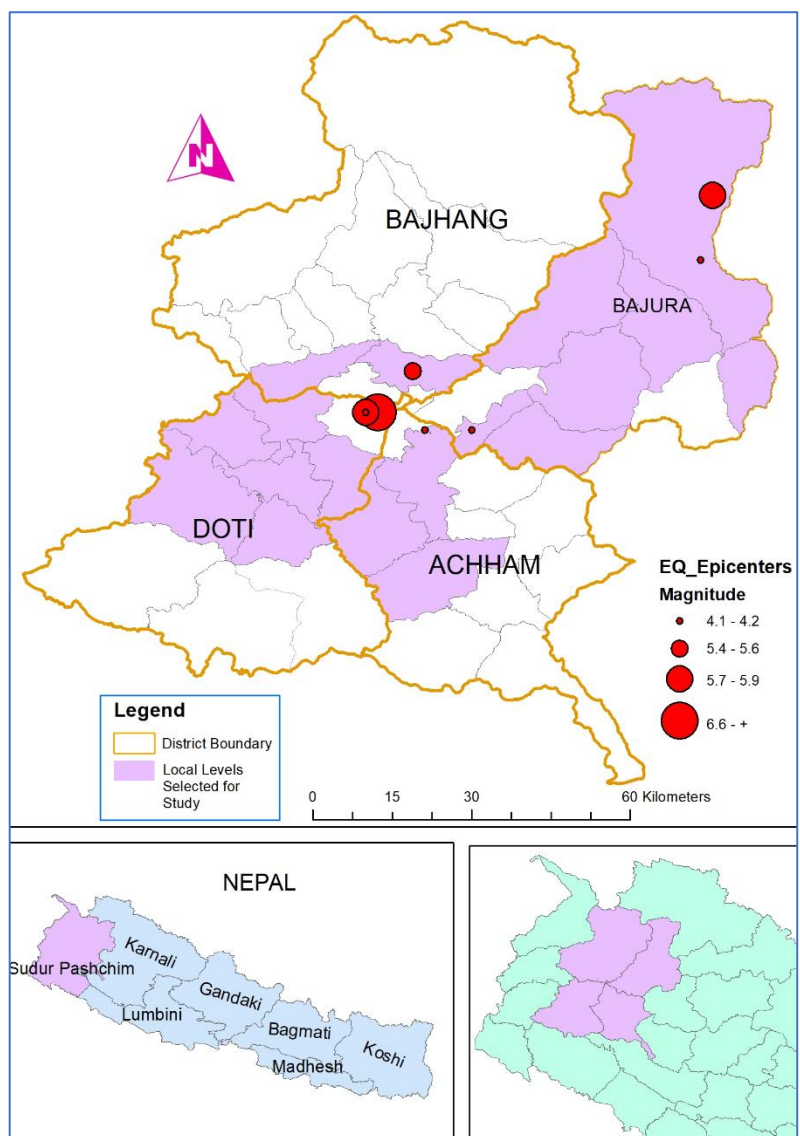


Figure 1: Map of Earthquake Epicenters and Affected Districts

while an additional 6,181 houses suffered partial damage. The widespread impact had resulted in significant humanitarian challenges for the affected communities.

On 24 January 2023, at 2.43 PM, a 5.9 magnitude earthquake struck once again, this time with its epicenter located in the Himali Rural Municipality of Bajura district in Sudurpaschim Province. The National Earthquake Monitoring and Research Centre reported the seismic event. According to Nepal Government authorities, the earthquake resulted in one reported death, three injuries, and damage to up to 42 households.



Figure 2: A house damaged by earthquake.

The impact of the earthquake was felt more intensely in the hilly districts of the region, causing damage to an additional 11 households in the adjoining Bajhang district.

Immediately following the disaster, the local government, along with the NRCS and other agencies, took prompt action to provide relief services. They offered shelter items, hygiene supplies, health assistance, water supply and sanitation, unconditional cash aid, and carried out protection, gender, and inclusion (PGI) related activities. Many families displaced by the earthquake have constructed transitional shelters while awaiting government support for the permanent reconstruction of their houses. Most agencies have completed their relief, response, and early recovery interventions ahead of the monsoon season of 2023.

NRCS played a vital role in the response efforts by deploying trained volunteers in Doti, Bajhang, Achham, and Bajura districts. They conducted assessments, search and rescue operations, provided first aid, evacuation, and immediate relief in close coordination with local government authorities. In Bajura, NRCS supported earthquake-affected families with multi-purpose cash grants to meet their immediate needs.

During critical times of Election Code of Conduct in action, NRCS delivered and distributed relief assistance alongside security forces to disaster-affected families in various locations. Non-food relief items (NFRI) were promptly distributed during emergencies through warehouses located in affected districts and the provincial center. NRCS District Chapters collaborated with local authorities to conduct assessments, distribute relief, and implement Disaster Risk Reduction (DRR) approaches to enhance community safety and mitigate future losses and damages from similar disasters.

Given the scale of the disaster and its impact, IFRC allocated Swiss Franc (CHF) 495,735 from Disaster Response Emergency Fund (DREF) to support NRCS in providing immediate relief services such as shelter items (Tarpaulin, Blanket, Mattress), dignity kits, transitional shelter, Water Supply, Sanitation and Hygiene (WASH) facilities, and multi-purpose cash (MPC) in the affected districts. The American Red Cross and Danish Red Cross also contributed assistance to complement and extend the relief operations to cover additional beneficiaries.

1.2 Objectives

The primary aims of conducting the Post Distribution Monitoring (PDM) survey were as follows:

1. To document and gather evidence regarding the support provided to the affected families.
2. To gauge the level of satisfaction among the beneficiaries with the assistance received.
3. To assess the effectiveness of the distribution process.
4. To solicit feedback from the beneficiaries themselves.
5. To derive valuable recommendations that could enhance future relief operations not only in Nepal but also in other similar contexts.

1.3 Scope of PDM

Following a consultative co-design process involving IFRC and project teams, this PDM adhered to a standardized approach. It incorporated recommended tools like PDM process tools from the Cash Learning Partnership (CALP) network, sector-specific PDM learning tools, as well as in-situ and remote monitoring, alongside other proven efficient approaches. The tools and approach were fine-tuned through practical testing in the field, simulation exercises, and feedback collection from NRCS and IFRC.

The scope of work for this PDM is summarized here as:

1. Develop Questionnaire and Methodologies:
 - Collaborate with IFRC, its members, and NRCS project team to develop questionnaires for household surveys, key informant interviews (KII), and focus group discussions (FGD).
 - Develop methodologies, tools, and templates for field surveys, timeline analysis, and qualitative information gathering.
 - Ensure close coordination with the PMER focal of IFRC and its members, and NRCS during the development process.
2. Enumerator Training and Field Survey:
 - Provide training to enumerators, including practical exercises for conducting household surveys.
 - Deploy the PDM team to carry out field surveys, focus group discussions (FGDs), and timeline analysis in four districts.
 - Ensure involvement of volunteer enumerators in the field activities and information is collected correctly and timely.
3. Assess Community Engagement Process:
 - Analyze the utilization and effectiveness of the community engagement process and approach in response planning and implementation.
 - Evaluate the impact of community engagement on the overall response activities.
4. Assess Gender Equality and Social Inclusion (GESI) Process:
 - Analyze the utilization and effectiveness of the GESI process and approach in response planning and implementation.
 - Evaluate the impact of GESI on the overall response activities.
5. Data Analysis and Reporting:
 - Analyze quantitative and qualitative data collected from the field to assess the timeliness of response activities, comparing them with the standard response chain and timeline outlined in NRCS Response System/Manual.
 - Assess the relevancy of NRCS relief assistance and the provided relief items to beneficiaries.

- Evaluate the effectiveness of different cash delivery mechanisms used in the response operation.
- Collaborate closely with the PMER focal of IFRC and its members, and NRCS for data analysis.

6. Validation and Feedback:

- Validate key information and collect any complementing information by a follow-up field visit, interact with stakeholders and validate the summary of findings where necessary.
- Present the key findings in the Lessons Learnt Workshop, and incorporate the feedback in the draft report.
- Incorporate feedback from IFRC, its member agencies, and NRCS to ensure accuracy and completeness.

7. Final Report Production:

- Produce the final report incorporating all the findings, analysis, and feedback.

1.4 Methodology

In line with the objectives and scope of work, the PDM process was executed meticulously. Seventeen youth volunteers were carefully chosen, trained, and actively engaged for approximately 10 days. A team of four experts, including a CVA specialist, was deployed to conduct interactions with stakeholders and beneficiaries, witness the situation and response operations, and effectively manage the PDM process.

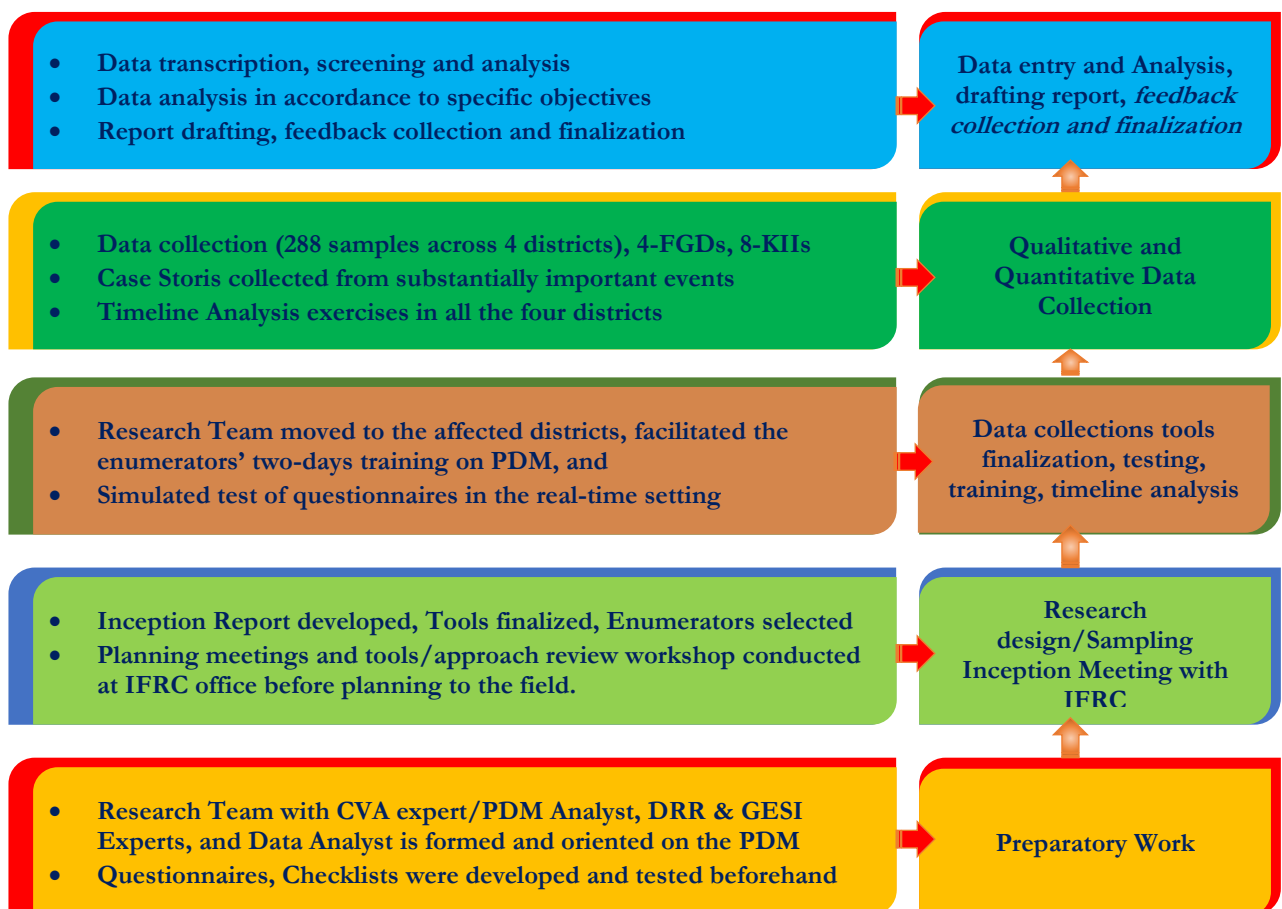


Figure 3: Process Diagram for PDM

Furthermore, PMER officers from IFRC and NRCS accompanied the field team to ensure the survey's quality and gain valuable insights into the response situations.

The following steps and activities were considered in carrying out this PDM:

- The methodology for this task involved an inception report that outlines the purpose, scope of work, methodology, and quality assurance for the final product. In the inception phase, constructive meetings and workshops were conducted to improve the PDM process and questionnaires based on valuable feedback received.
- Secondly the team had collected and analysed quantitative and qualitative data, as the PDM team had taken lead on the quantitative survey and the interviews by mobilizing volunteer enumerators in coordination with NRCS district chapters.
- The volunteers required for the qualitative and quantitative survey was provided by the NRCS district chapters through the coordination by the NRCS response team in the headquarters.
- Additionally, the PDM team organized a two-day training on PDM and data collection using the KOBO tool for enumerators in Doti, which was the district most severely affected by the earthquake. The training included an orientation with real-time simulation of the questionnaire and checklists for enumerators selected from each response operation municipality in the affected districts.
- After conducting a comprehensive analysis of quantitative survey, qualitative data gathered from Focus Group Discussions (FGDs) and Key Informants' Interviews (KIIs), and timeline information, the PDM consulting team had generated a report with summary of findings containing essential recommendations for future reference. The initial draft of this report was shared with relevant stakeholders to collect feedback.
- Subsequently, a follow-up field visit was organized to complement and validate the information. The summary of findings was then presented at a lessons learned workshop held in Doti district which was organized by NRCS and IFRC. The findings were re-validated in the workshop, and the feedback collected from there were incorporated in the report for giving it a final shape.

Following sections highlight briefly the key steps undertaken for conducting this PDM:

1. Inception and Planning for PDM:

- PDM team has produced an inception report which has been shared on the inception meeting on 2nd of May 2023. The report was updated with inputs and feedback received from NRCS, IFRC, and its members. The inception phase had allowed the PDM team to finalize the survey tools and questionnaire.
- IFRC PMER and response operation team provided necessary documents, mainly project plan, periodic progress report, Situation bulletins and the checklists/tools used in relief services which served as references to this PDM survey.
- Before proceeding to the PDM process, team had interacted with NRCS, IFRC, and its members for inputs, recommendations and adjustment to the plans.
- During the planning phase, the questionnaires and checklists for various modalities were thoroughly developed, shared, and approved. Furthermore, the PDM team conducted a concise simulation exercise during the orientation to the PDM team to familiarize themselves before commencing fieldwork.

2. PDM Training to Enumerators and Data Collection:

- After finalizing the questionnaires, they were translated into Nepali language and uploaded into KoBo Collect. Prior to launching the survey, the compatibility of question sets and their sequence was ensured.
- A two-day training was conducted for the selected enumerators in Doti, inviting participants from areas where response interventions were implemented. Seventeen enumerators were chosen based on the workload of questions per enumerator in each location. The distribution of survey questionnaires per enumerator was as follows: 3 enumerators from Achham, 4 from Bajura, 3 from Bajhang, and 7 from Doti.
- The PDM team collaborated closely with the enumerators throughout the data collection process.
- PDM experts conducted timeline exercises, Focus Group Discussions (FGDs), and Key Informant Interviews (KIIs) in all four districts of the relief operation.

3. Data Analysis and Drafting of Report:

- The data was collected by the research team using KoBoToolbox and subsequently transcribed, screened, and organized for presentation in the report.
- The team cross-referenced the information gathered through the KoBo online survey with data from Focus Group Discussions (FGDs) and Key Informant Interviews (KIIs).
- Before drafting the report, a structured outline summarizing the findings was compiled from input provided by PDM research team members.
- A draft report was generated and shared with NRCS, IFRC, and its members to gather feedback and suggestions.

4. Cross verification, Validation and sharing the finding in Lessons Learnt Workshop

- In mid-June 2023, a draft of the report was prepared and shared with NRCS, IFRC, and its members. Feedback was collected during the same month, allowing the research team enough time to make necessary adjustments for finalizing the report.
- From June 30th to July 3rd, 2023, the PDM analyst from the research team revisited the response sites in Doti, Bajura, and Achham districts. The analyst conducted interaction meetings with key stakeholders to validate the information and gather additional data where needed.
- On July 4th and 5th, 2023, NRCS, IFRC, and its members organized a Multi-Stakeholders Lessons Learnt Workshop in Doti district. During the workshop, the summary of findings was presented, helping to validate and clarify the PDM information. Missing information was also collected, and feedback was gathered to incorporate adjustments in the final report.

5. Reporting:

- Upon the analysis of feedback gathered from NRCS, IFRC and its members, from the follow-up visits for better evidence, and from the multi-stakeholders' lessons learnt workshop held in Doti district, the final version of the report is produced.
- The final report was produced and shared on the mid-July 2023.

In order to have a triangulation of various data and information, PDM team had gathered following quantitative and qualitative data for further analysis and reference during the reporting time:

- Beneficiary verification data, segregated final list (verified and updated).
- Distribution reports as per the components,
- Situation bulletins and progress reports,
- Beneficiaries' contact details, relief distribution details, and
- IFRC's writing style.

1.5 Sampling Techniques and Sample Size

The following sampling formula introduced by Cochran had been taken for calculating the sample size for the PDM:

$$n_0 = \frac{z^2 p(1-p)}{e^2}$$

where,

n_0 = required sample for infinite population

z = the critical value of z at 95% CI= 1.96

p = conservative estimate e = 50%

e = allowable error = 5%

The ideal sample size based on above formula is 385 which is ideal sample for larger population (up to infinite size). Having the finite number of beneficiaries, the following sample formula was used for calculating the sample for this PDM survey.

There were 950 beneficiaries under the supports from IFRC, American Red Cross and Danish Red Cross, and sample size is calculated as $385 / (1+(384/950)) = 274$. The sample for this PDM is 274. Considering 5 percent of non-response, the final size of the sample for the PDM was **288** (274+14).

$$n = \frac{n_0}{1 + \frac{(n_0 - 1)}{N}}$$

The total sample is 288, however, the contingency and additional required sample to balance the proportion of local levels per district led to increase the sample number to 294. All the analysis of this PDM has been made with the sample size of **294**.

1.6 Sample Distribution

Proportionate random sampling technique has been applied to select the individual beneficiaries. The number of individuals for PDM from each municipality¹ has been selected based on the proportion of beneficiaries in each municipality. The list of beneficiaries from each municipality has been redistributed as the category of assistance they received. Finally, the individual household were randomly selected from the list of beneficiaries provided by the programme team.

The enumerators then were deployed to collect the information after training and simulation exercise on PDM. The number of samples is distributed in the following table per local level as proportionately to the number of beneficiaries who received the assistance support from IFRC. The sample respondents have been distributed across the municipalities and then across their Wards. In the later stage, the sampling intervals have been determined as 3.3 ($950/288=3.3$) and with this the sample beneficiary's list has been generated.

¹ Municipality here is meant for both, the Rural Municipality as well as the Urban Municipality. These have been written in some places as Palikas, Local Levels or Local Governments.

Sample Distribution and Required Number of Enumerators

Name of the Survey: Post Distribution Monitoring (PDM) for Far Western Earthquake Response in Nepal

Number of Days for Survey: 7 Days; **Number of Total Enumerators:** 17 Persons

Maximum/Minimum of tablet/mobile based survey entry per day: 4 Entry/2 Entry per day

District	Total Sample	Average Survey Entry Per Day	No. of Enumerator	Male	Female
1. Achham	46	6	3	1	2
2. Bajura	67	10	4	2	2
3. Bajhang	45	6	3	1	2
4. Doti	130	19	7	3	4
Total	288	41	17	7 (41%)	10 (59%)

Distribution of Enumerators per Local Level (Palikas)

District/LG	Shelter+	MPC	Total	Shelter+	MPC	Total	Enumerators
Achham	50	103	153	15	31	46	
Chaurpati	20	36	56	6	11	17	1
Mangalsen	10	32	42	3	10	13	1
Sanfebagar	20	35	55	6	11	17	1
Bajura	0	220	220	0	67	67	
Badimalika	0	60	60	0	18	18	1
Budhiganga	0	17	17	0	5	5	1
Budinanda	0	18	18	0	5	5	
Gaumul	0	16	16	0	5	5	
Himali	0	41	41	0	12	12	
Jagannath	0	18	18	0	5	5	1
Khaptad	0	18	18	0	5	5	
Swamikartik	0	20	20	0	6	6	
Triveni	0	12	12	0	4	4	
Bajhang	50	97	147	15	29	45	
Khaptadchhanna	39	50	89	12	15	27	2
Thalara	11	47	58	3	14	18	1
Doti	232	198	430	70	60	130	
Adarsha		30	30	0	9	9	1
Dipayal Silgadhi		20	20	0	6	6	
KI Singh		4	4	0	1	1	
Purbichauki	232	85	317	70	26	96	5
Sayal		45	45	0	14	14	1
Shikhar		14	14	0	4	4	
Total	332	618	950	101	187	288	

1.7 PDM Survey Timeframe

The Post Distribution Monitoring (PDM) initiative began with a contractual agreement on April 26, 2023, which set the foundation for subsequent activities. An inception meeting was conducted on May 2nd to kick-start the project, followed by a team workshop inviting PDM experts from CSDS, officers from

NRCS, IFRC, American Red Cross and Danish Red Cross on May 4th to plan and finalize the tools and methodology. To equip the enumerators with the necessary skills, PDM training was conducted on May 12th and 13th. The survey itself commenced between June 13th and 20th, gathering valuable data.

In the middle of June, the first draft of the report was produced, marking a significant milestone in the project's progress. This initial draft underwent thorough refinement and validation, leading to its sharing in the first week of July during the lessons learnt workshop in Doti. Feedback and insights from stakeholders enriched the report, contributing to its quality and comprehensiveness.

Finally, after careful preparation, the final report was completed and shared with NRCS, IFRC, and its members in mid-July 2023. The collective efforts and dedication of the team ensured the successful execution of the PDM process, culminating in a comprehensive and valuable report that would aid in informed decision-making and future planning.

1.8 Study Area

This PDM was carried out in the 4 earthquake affected districts of Sudurpaschim province of Nepal. Beneficiaries who received cash support for Transitional Shelter, Toilet Construction, and Multi-purpose Cash Support/grants (MCS), and in-kind assistance (blanket, tarpaulin, mattresses, dignity kits) under the IFRC relief assistance were the major population of the study.

Local governments and stakeholders were also the major sources of information and Key Informants. Therefore, on the sample basis, the district administration offices, municipal offices and NRCS district chapters were also visited for this purpose.

Dipayal Silgudhi and Shikhar Municipalities, Adharsha, KI Singh, Purbachawaki, and Sayal Rural Municipalities of Doti district; Chaurpati Rural Municipality, Mangalsen and Sanfebagar Municipalities of Achham district; and Thalara and Khaptad Chhana Rural Municipalities of Bajhang district were the geographical area of the study.

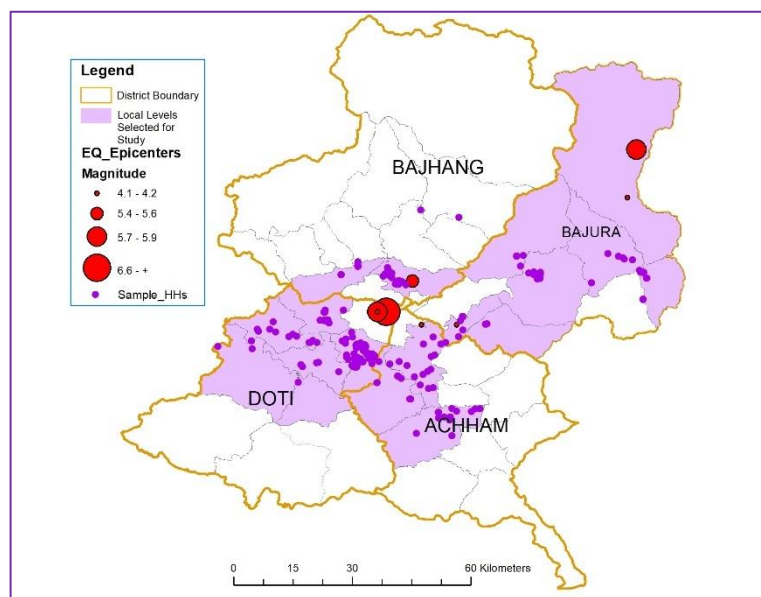


Figure 4: Earthquake Epicenters and Sampled HHs

Similarly, Badimalika, Budhiganga, Budinanda, and Triveni Municipalities and Gaumul, Himali, Jagannath, Khaptad, Swamikartik Rural Municipalities also were the study area of Bajura district.

Chapter 2: Response Timeline Analysis

2.1 NRCS' Humanitarian Response Process

The Nepal Red Cross Society (NRCS) spearheaded this humanitarian operation at the grassroots level, operating through its headquarters and implementing it at the municipal level through its district chapters. NRCS effectively utilized resources from national headquarters, provincial warehouses, and district centers to optimize response operations, ensuring alignment with the Core Humanitarian Standards (CHS) and the federation's humanitarian principles and code of conduct.

NRCS followed its own standardized humanitarian process for emergency response, employing various methodologies, technologies, guidelines, and human resources to enhance the efficiency of their operations. The response process began with pre-deployment activities, which include response planning briefing and needful orientation for staff and volunteers, establishing organizational capacity, developing response-related rules, guidelines, and strategies, as well as managing and refurbishing warehouses and procuring necessary items and equipment.

Following pre-deployment, alert and mobilization steps were taken, involving the creation of Community Engagement and Accountability (CEA) system and mechanism, the formation of teams, and the enlistment of volunteers and staff from the headquarter, province center, District Chapters and the municipal Sub-Chapters.

Moreover, NRCS conducted thorough assessments, with trained volunteers and staff conducting both general and detailed impacts of disaster in shelter, food, water, and sanitation conditions in the disaster-affected communities.



Figure 5: The relief operation by NRCS district chapter of Achham (Source: NRCS)

NRCS played an active role in the District Disaster Management Committee (DDMC), where the Chief District Officer (CDO) serves as the chair. The PDM report highlights that NRCS collaborated closely with DDRC, municipal governments, and local security bodies, such as Nepal Police, Nepal Armed Police Force, and the Nepalese Army, right from the onset of the emergency response in all disaster-affected districts. The collective efforts and collaboration among these entities contributed significantly to the effective handling of the humanitarian response.

2.2 Decisions for Emergency Response

The emergency response decision-making process involves multiple entities at various levels of government and non-government agencies. With the establishment of a new federal structure for local government with full authorities of local disaster management, there is no longer a need to await decisions from the authorities like NDRRMA, Provincial Disaster Management Committee (PDMC), and District Disaster Management Committee (DDMC).

As a result, local governments have taken the initiative in response efforts, making decisions through the Local Disaster and Climate Resilience Committee (LDCRC) led by the mayor of the municipality or the Chairperson in the rural municipality. Concurrently, Nepal Red Cross Society district chapters (DCs), and Sub-Chapters have been coordinating with DDMC and local governments to obtain necessary support, guidance and security during the response operations.



Figure 6: Interaction with Disaster Affected Family (Source: IFRC)

All four district chapters Nepal Red Cross Society, have independently launched response operations. They have collaborated closely with NRCS Headquarters, as well as with district and local government authorities, to ensure effective coordination and cooperation.

This decentralized approach has streamlined the decision-making process, enabling swift and efficient emergency responses at the local level.

2.3 Decisions at Central Level

The Nepal Red Cross Society took the decision at the national level in close coordination with IFRC. The NRCS headquarter collected the information from districts and developed emergency response programme. NRCS and IFRC team held a meeting with the Ministry of Home Affairs and NDRRMA for initiating emergency response in earthquake affected areas in Far Western Region.

2.4 Decisions at Local Levels

Considering the scale of loss and damage, all four District Chapters (DCs) of NRCS, along with NRCS HQ and IFRC, recognized the urgency of an emergency response for the affected families. Surprisingly, no other humanitarian agency had planned a response, and the government stakeholders at the Federal level showed minimal interest until the IFRC provided them with figures of damage and loss through the updated situation reports.

Promptly responding to the humanitarian situation, Doti, Bajura, and Bajhang initiated their emergency response efforts managing the situations of election codes of conduct. However, Achham district faced delays due to complexity of managing response operations in election code of conduct restrictions. Consequently, NRCS Achham DC could only commence the distribution of relief materials approximately a week after the earthquake. The timely action of these NRCS DCs showcased the importance of swift response coordination and highlighted the need for more proactive measures from government authorities in such critical situations. There were other restrictions by election code of conduct such as the response staffs' movement, beneficiary's assessment and meetings with them for collecting the information on disaster situation, meeting with local stakeholders and transporting relief items.

Based on the robust evidence gathered from this humanitarian response, a compelling recommendation arises: the government should ensure that humanitarian response operations remain unaffected by any other restrictions, including those imposed by the election code of conduct. It is imperative to prioritize the continuity of response efforts by removing barriers such as limitations on mass gatherings, travel, and the transportation of essential items. This recommendation stems from the valuable insights gained during the humanitarian response, underscoring the necessity of unimpeded operations to effectively address the needs of affected communities.

2.5 Joint Planning for Response Operations

The first humanitarian operation was held in Doti district to respond to the Doti-Earthquake of 9 November 2022. According to Chief District Officer (CDO) of Doti, the earthquake struck in the morning at 2:12 AM with its epicenter at Gaura Gaun of Purbi Chauki Rural Municipality. The decision makers for overall security in the district were having a security meeting at Dhangadhi, the provincial center, for the near approaching election.

CDO with security personnel had an immediate emergency meeting in the same day. Considering the election code of conduct enforced in the area, no other humanitarian agencies were mobilized, however, the NRCS was given responsibility to work with local government, local security units. Immediate rescue and evacuation of people trapped in the rubbles, rescue of livestock, and supply of ready to eat food was made within hours of emergency by deploying security personals, local youths and Red Cross volunteers.

In the first response, the Federation of Nepalese Chamber of Commerce and Industries (FNCCI), NRCS, and the Government through its Emergency Operation Centers (EOCs) had provided the relief assistance.

Some other agencies including United Nations Population Fund (UNFPA), Lutheran World Federation (LWF) were involved in the relief and response operations for which the NRCS was provided the point of contact for local level information collection and management through the DDMC to maintain a One Door Policy of Humanitarian Assistance. This was a co-design and implementation approach for local level emergency response considering the contests of ongoing election, its preparedness and enforcement of election code of conduct that restricts any kind of local movements, gatherings, interaction with people, and transport.



Figure 7: Meeting with Chief Administrative Officer (CAO) and Disaster Management Focal Person in Badimalika Municipality, Bajura district during the follow-up visit.

Ward offices with the participation of Nepal Police collected information in Bajura. NRCS sub-chapters representatives participated in some of the municipalities in Bajura district to collect information about the loss and damage. Ward prepared a list of affected families and submitted it to the municipality and the municipality recommended the final list of affected families to the District Disaster Management Committee.

list by visiting the affected communities.

In Achham, the local government finalized the beneficiary list and NRCS DCs verified the name

NRCS Sub-chapters together with all the earthquake affected municipality authorities in all four districts visited the affected places for loss and damage assessment deploying the local security units.

In Bajhang district, the ward provided the list of beneficiaries but the list was not fair as per the Palika representative considering that slightly affected houses were also put under the list of complete damages. Therefore, Palika with NRCS verified the list by visiting the affected communities deploying the selection criteria of the affected households.

2.6 Coordination and collaboration with CSOs, the Private sector, Government

NRCS coordinated with different levels of government authorities such as the District Administrative Office, Municipality, Rural Municipality and Ward offices. Similarly, coordination meetings were conducted with District Disaster Management Committee for the necessary process, collaboration and support. Some NGOs/INGOs and UN systems also participated in such meetings and shared their plans and levels of engagement for the humanitarian actions.

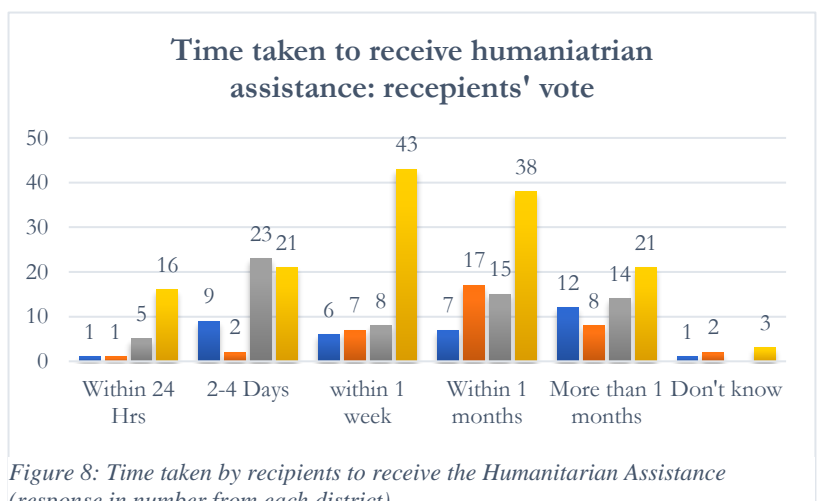


Figure 8: Time taken by recipients to receive the Humanitarian Assistance (response in number from each district)

NRCS collaborated with Volunteer Corps Nepal (VCN) in Doti. According to Khadak Bahadur Khadka, President of NRCS District Chapter, Doti "The VCN provided CGI Sheet to 33 families whereas NRCS provided the rest of the support to construct a transitional shelter to affected families".

CDO, Kalpana Shrestha, Doti

14 May 2023

“During the implementation of the election code of conduct, the agencies had limitations and faced restriction concerning local travel and the transport of humanitarian relief items. Despite our efforts to facilitate the process and ease their burden, the agencies were hesitant due to safety and security concerns, as well as threats from local political groups if they do not understand the purpose of the movements and do not cooperate as expected. However, the local population was familiar with the Red Cross movement and its involvement in humanitarian relief operations. Building upon this trust, we, at DDMC meeting, decided NRCS Doti to lead in coordinating among the various humanitarian agencies and conducting field-level damage and needs assessments.

Our security officers and municipal representatives worked together to carry out these assessments together with NRCS teams, enabling us to operate the response effectively. Although this situation caused some delays in the process, we managed to bring the situation under our control. NRCS is thankful in many respects for initiating and completing this humanitarian response in Doti district together with government line agencies.

As the Chief District Officer (CDO) of Doti District, I am proud of the coordinated efforts and the decision to take charge of the coordination, which allowed us to navigate the challenges posed by the election code of conduct and ensure the humanitarian response proceeded as efficiently as possible.”

The responses in the Figure 8 includes the multiple responses form the beneficiaries concerning when they received the humanitarian relief. This indicates that even in the same district, some had received the relief in short time and some had received in taking some more days. This is mainly because of the remoteness and scatteredness of the affected households, type of assistance they received, and contexts of damage and loss. The fully damaged households received immediate relief items in short time, while, the partially damaged families received the NFRI and cash assistance for PGI after completing the transfer procedure to their respective bank accounts which took relatively longer time.

2.7 District-wise Planning and Implementation Timeline

The information collected through this PDM on Timeline Analysis has been presented in the following chart. The narrative descriptions have been provided in the district wise information.

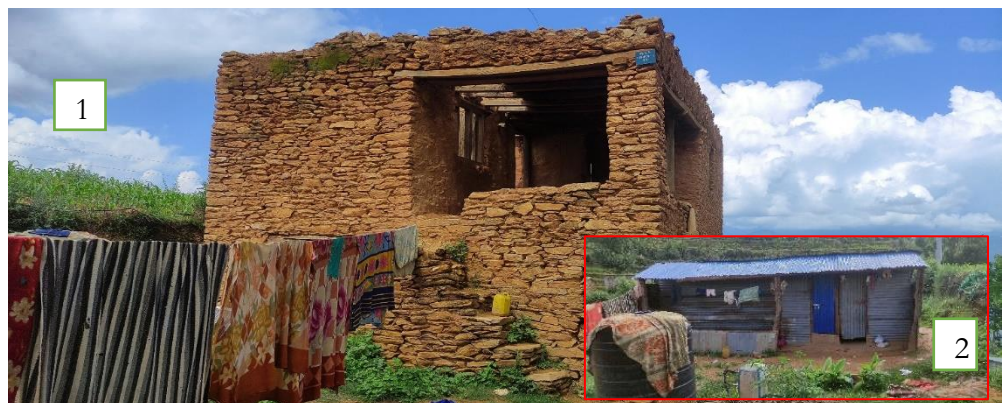


Figure 9: A fully damaged house [1] and a transitional shelter constructed under relief assistance of NRCS [2] for the same family in Chaurpati Rural Municipality of Achham District

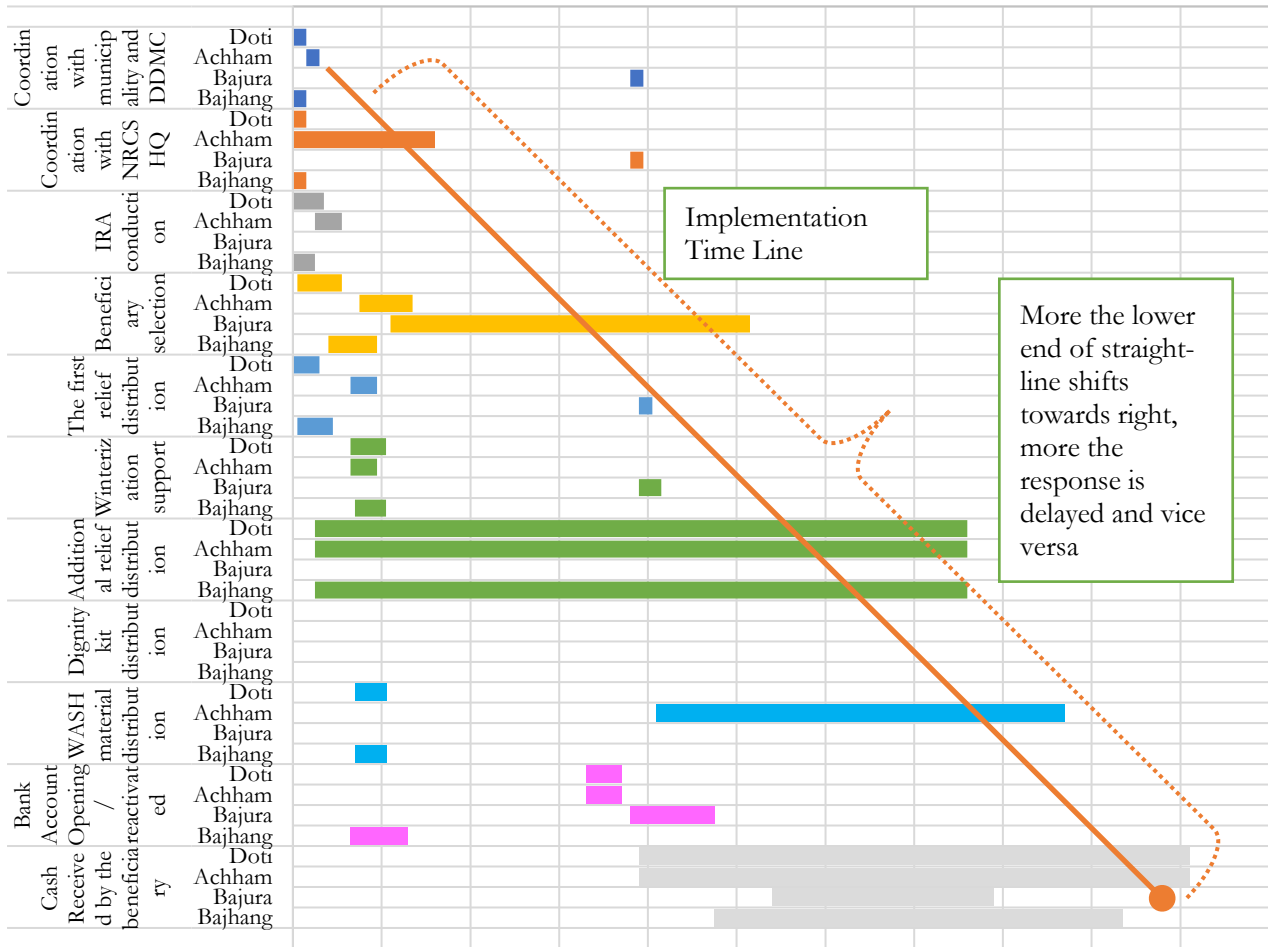


Figure 10: Timeline Analysis: Summary Chart

Bajura District

Bajura district is affected by two different earthquakes that occurred on 9th November 2022 and 24th January 2023. When the Bajura district was engaged in response coordinating with NRCS DC and headquarters, the second earthquake with the epicenter in Himali Rural Municipality occurred on 24th January 2023.

The second earthquake badly affected the district and damaged houses, especially those which were partially affected earlier were damaged severely by this tremor. Bajura DC immediately coordinated with DDMC on 25th January to discuss the response. IRA could not happen in Bajura district due to the lack of awareness on its importance and the lack of skill on procedure for conducting this. The beneficiary selection was completed on 12 February which is 17 days after the earthquake. The first relief item was distributed immediately after the earthquake occurred as per the availability of resources in the DC.

The process for bank account opening for multipurpose cash support was done from 26th February to 16 April 2023. The first cash was transferred to the beneficiary account after the occurrence of the earthquake 3 months 6 days which is quite late to fulfil the immediate necessity of the affected family.

Among key reasons behind the delay in beneficiary selection and cash transfer was changing the number of beneficiaries to be supported. At the initial stage of data collection, there was planned to support only 100 families again adding 100 families and at last 20 families. The updating the number of beneficiaries happened due to emerging new qualifying new beneficiaries, gaps in initial assessments and decisions by local government. This also was affected by the increase in the relief packaged in the later days, both from the government side as well as from the NRCS side. Altogether 220 families were supported but the beneficiaries were not selected at one time. So, it took a long time for selection. On the other hand, it took time to open beneficiaries' bank accounts to transfer the cash.

Achham District

NRCS District Chapter in Achham actively engaged in observing and collecting data on earthquake impacts within the community. However, the DC coordinated with the municipality and DDMC three days after the earthquake occurred to gather information on damages and losses. Despite facing limited resources, Achham DC had 100 tarpaulins and some blankets in storage and immediately communicated with NRCS headquarters and the Province Committee for further action. An Initial Rapid Assessment (IRA) was conducted within seven days.

The assessment revealed that nearly 4000 houses were fully or partially damaged. Due to the limited resources available for support, it took approximately 27 days to finalize the beneficiary selection process. Moreover, the relief distribution was affected by the election code of conduct. As a result, the distribution of initial relief items, such as tarpaulins and blankets, was delayed by almost 15 days, occurring after the elections.

In subsequent months, dignity kits were distributed in December, and WASH materials were provided in January 2023. The process of opening new bank accounts, reactivating old ones, and finalizing the procedures took place during the third and fourth weeks of January. Consequently, the first installment of cash support was distributed on January 27, 2023, which took a total of 2 months and 17 days since the earthquake struck. Despite the challenges faced, NRCS Achham DC worked diligently to provide much-needed assistance to the affected communities in a timely manner.

Bajhang District

Bajhang district encountered the impact of both earthquakes on 9th November 2022 and 24th January 2023. Immediately following the disaster, NRCS District Chapter (DC) collaborated with DDMC and the municipality to coordinate the response efforts. A comprehensive initial report, along with relevant photos of the affected families, were swiftly shared with NRCS headquarters just one day after the earthquake, seeking relief supports.

Within 2 to 3 days, the Initial Rapid Assessment (IRA) was conducted, facilitating timely decision-making. Beneficiaries were selected within a week of the earthquake, and the first 50 sets of relief, stored at the DC, were distributed on 11th November. Additional relief from NRCS headquarters was provided after 15 days.

However, the distribution of WASH items, including mugs and buckets under the DREF, took approximately 2 months. Similarly, the banking process, including opening new accounts and reactivating existing ones, commenced after 1.5 months.

The first cash support, aimed at early recovery rather than immediate relief assistance, was transferred to the beneficiary accounts on 13th February 2023, nearly 3 months after the earthquake. Despite the delay, the assistance served its intended purpose, contributing to the early recovery transitional efforts in the affected region.

Doti District

Doti played a pivotal role in the entire humanitarian response of the Far Western Region earthquake by spearheading the planning and guiding other districts with essential tools and procedures. As a central hub for the far-western region, Doti houses regional offices and coordination centers, making it a critical resource for response efforts.

Within a remarkable timeframe of just 4 hours, the first humanitarian response was initiated through remote coordination among stakeholders, led by the Chief District Officer. Recognizing the urgency of the situation, NRCS was entrusted with full authority and responsibilities for coordinating, collaborating, and conducting relief operations as expeditiously as possible.

As the response teams from Doti effectively carried out their tasks, they were later deployed to other districts following the occurrence of a second earthquake in the region. Timely Initial Rapid Assessments (IRA) and detailed assessments were conducted to guide the response activities.

Doti stands as the hardest hit district, and the second tremor further damaged several partially affected houses in the Purbichauki Rural Municipality. Despite the challenges faced, Doti's proactive leadership and efficient response efforts have been instrumental in addressing the urgent needs of the affected communities.



Figure 11: PDM team members (team B) with earthquake affected people (beneficiaries) after the FGD conducted in Purbichauki Rural Municipality in Doti

Chapter 3: Household Demography Analysis

The earthquake had affected those households which were economically poor with limited economic activities, had poorly constructed stone-mud mortar houses which were built without considering any proper earthquake resistant technologies. The use of unfaceted round alluvial stones on the wall without use of reinforcement materials such as cement, has caused the failure of walls of the houses with small tremors. In addition to this, the heavy overloaded roofing with slates had also caused to failure of houses in hilly remote areas of these districts. These houses are owned by poor families among Dalits, Hill Brahmins and Chhetriya mostly in the sloppy terrains in the earthquake affected districts.

The affected population in the chart (Figure 12) alongside with reference to the sampled population indicates that Dalit and hill Brahmin/Chhetri combined are almost equal in Achham and Bajhang whereas there is larger number of hill Brahmin and Chhetri population affected by this earthquake and its aftershocks in Bajura and Doti. This is a representative, and the actual figure of the total population may vary slightly.

The economic status of these affected populations indicates that the households which have old houses built without considering the construction code of conduct and earthquake resilience, and are located in the ridges of hills as well as along the sloppy terrains.

In this chart of Doti (Figure 13), it is evident that higher sample representation of Purbichauki Rural Municipality means there are large number of people affected. The earthquake of 9 November was centered at this Palika. This distribution of ethnic groups among the sampled HHs for other three districts can be assessed through the demography section of Annex.

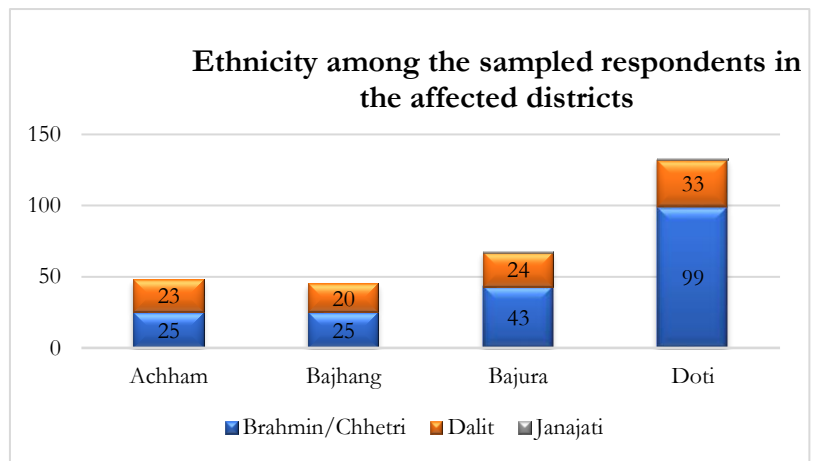


Figure 12: Ethnicity among the sampled households in the affected districts

This distribution of ethnic groups among the sampled HHs for other three districts can be assessed through the demography section of Annex.

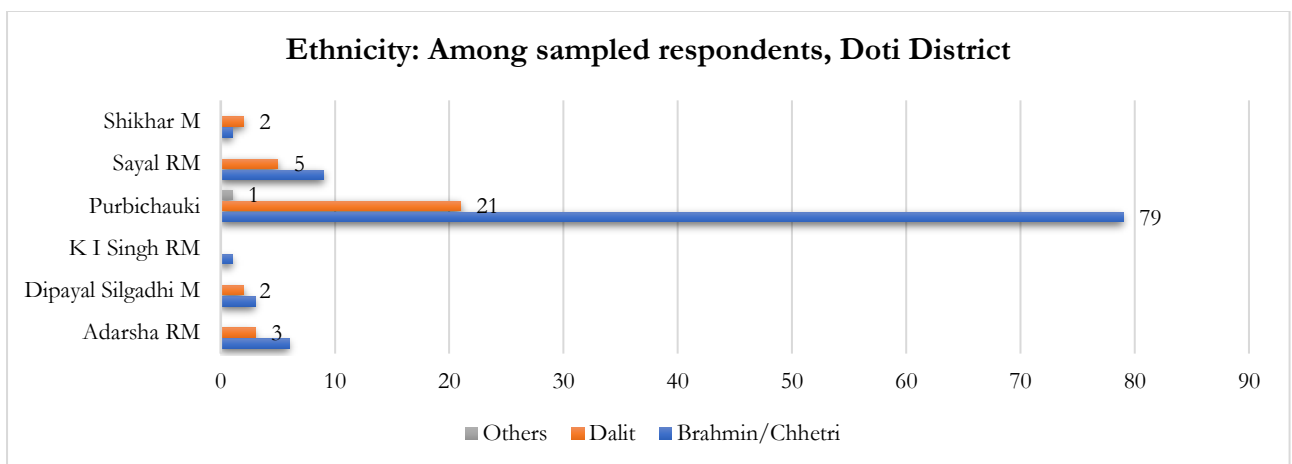


Figure 13: Ethnicity among the sampled respondents of Doti District

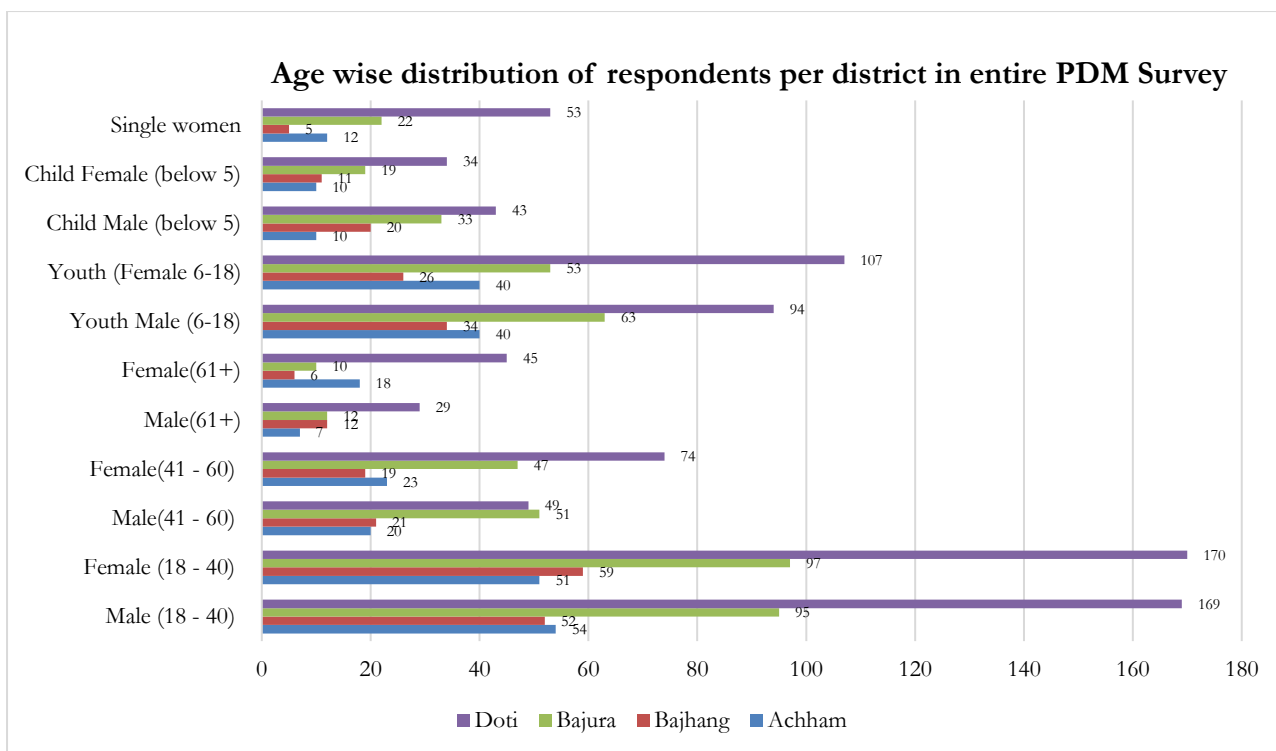


Figure 14: Age distribution of sampled HHs

Nearly five percent of the sampled households have responded that they are or have single women in their house. The primary work force that falls under the age group of 18-40 years holds around 40% of the respondent with equal male-female distribution ratio. The survey finds that 9.38% are the children below 5 years. The children, single women and elderly people (7.24%) are among the most vulnerable people who suffered more due to the impacts of earthquake. The major causes of vulnerabilities among these group of people were found to be as higher level of dependency to other age groups, lack of health facilities and education, and ignorance from the family as well as from the communities.

While analyzing the disabilities and the health issues, it is found that most of the people among those who responded that they have one or other kind of disabilities, have problems with limbs (hands and legs) where some cases were due to the impacts of earthquake. Among them 25 responses which is 8.5% of total sample, had talked about the disabilities where 33% have been found the cases of problems with hands only. This indicates and also verified by the FGDs that people had encountered some injuries during the earthquake. Though the injuries the people had in their limbs were the immediate medical issues rather than the disabilities, there responded in the survey as they had such disabilities and had requested for medical assistances from the respective local levels. The majority of injuries in the body parts were reported as due to the debris fall, or while running away during the earthquake.

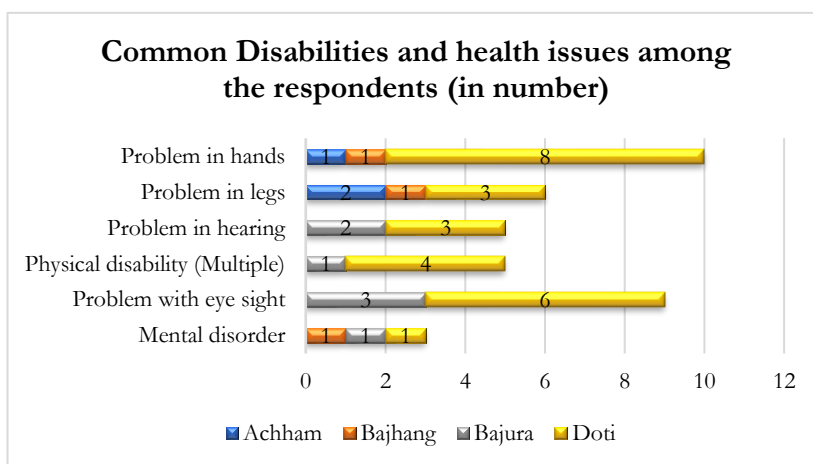


Figure 15: Common Disabilities Among the Respondents

Chapter 4: Response Planning, Coordination and Timing

Doti, in collaboration with NRCS Doti and trained human resources from affected local levels, successfully deployed its workforce. However, Bajura district faced a shortage of skilled personnel for the Initial Rapid Assessment (IRA) process, resulting in delayed information collection about the disaster's loss and damage. Bajura's assessment mainly focused on identifying beneficiaries, further contributing to the prolonged beneficiary selection process. The delay in Bajura also resulted due to the scatteredness of affected houses across all the local levels and difficulties to visit the sites. The other three districts also experienced challenges in completing the IRA within the expected 24-hour timeframe, taking anywhere from 2 to 30 days to finalize the assessments.

According to the president of Doti DC of NRCS, the selection of modality of support required extensive deliberation, considering whether hard cash in hand or cash through a bank or in-kind assistance was more suitable.

Additionally, the beneficiary selection process and opening new bank accounts added to the time-consuming aspects of the response. In Achham district, a significant delay occurred between the earthquake and the relief response due to the election code of conduct, however, this type of impact in other three districts were relatively low. This resulted in the distribution of relief items only after 15 days.

In the initial stages of the disaster, very few organizations were involved in damage and loss assessment. NRCS district chapters played crucial roles in conducting timely and effective assessments, but formal assessments like IRA and MIRA faced delays in initiation.

It was observed that NRCS and Local Governments were the primary agencies involved in conducting assessments, with NRA also participating in Doti district for similar purposes. Other humanitarian relief providers, such as LWF and UNFPA, also extended assistance, but there was insufficient relief material available in all four districts for immediate response.

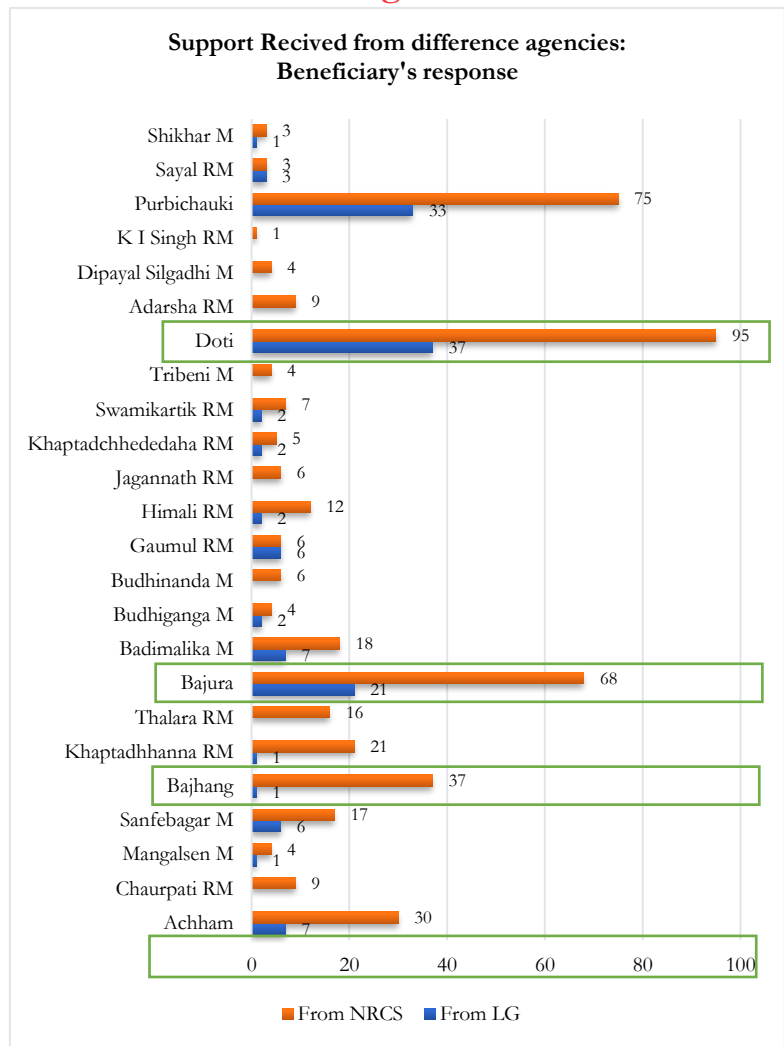


Figure 16: From whom the beneficiaries received the humanitarian assistance

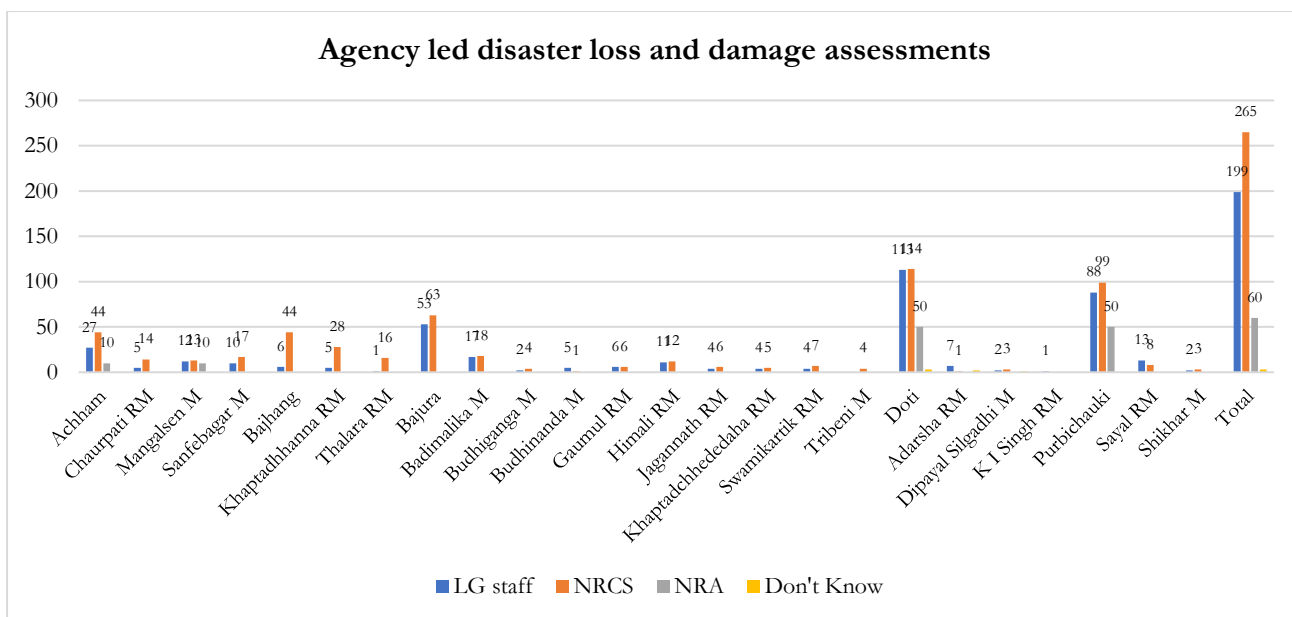


Figure 17: Agencies Involved in Damage and Loss Assessments

Local government representatives demonstrated proactive leadership by initiating responses independently, without waiting for instructions from the district. Rajendra Bahadur Kunwar, Mayor of Sanfebagar Municipality in Achham, exemplified this initiative by personally purchasing tarpaulins, visiting the affected areas, and distributing 25/30 pieces of tarpaulin to the affected families, even in the midst of an election code of conduct.

In a similar vein, Lalit Bahadur Bogati, the ward Chairperson of Chaurpati Rural Municipality, Ward No. 4, shared that despite the existence of an election code of conduct, the dire situation compelled people to leave their homes due to the damage caused by the earthquake and the fear of further tremors. Winter conditions exacerbated the hardship, with lactating women, pregnant women, children, senior citizens, persons with disabilities, and the sick anxiously waiting for support. In light of these urgent needs, representatives were swiftly deployed, prioritizing the well-being of the affected population over the constraints of the election code of conduct.

In conclusion, while Doti and NRCS district chapters demonstrated effective collaboration and response efforts, various factors, including the scarcity of skilled human resources, modality decision-making, and adherence to election code of conduct, led to delays in the overall assessment and relief distribution process across the affected districts. Some Wards, however, had demonstrated exemplary and localized humanitarian actions swiftly.

Both statements highlight the localization of humanitarian action, with active involvement from local government representatives who provided crucial support, leveraging the municipality's capacity and coordinating with other stakeholders in the humanitarian response. Another significant finding was the conflict in roles and responsibilities between the District Administration Office (DAO) and the Municipalities. During an interview with a municipality in Bajura, it was anticipated that the DAO would take charge of disaster response and assume full responsibility for its management. However, the DAO believed that the Municipalities were well-equipped with budgetary allocations and authorities, thereby assigning them the responsibility of conducting all response activities. This conflicting understanding of roles and responsibilities between the DAO and the Municipalities further underscores the need for clarity and effective coordination within the local governance structure.

Chapter 5: Beneficiary Selection and Targeting

5.1 Beneficiary Selection Process

The humanitarian assistance is exclusively targeted towards those adversely affected by the earthquake and aftershocks. While local governments collaborated in conducting rapid assessments, they faced challenges due to a lack of skilled human resources, knowledge, and experience in such assessments. Consequently, the district authority for disaster management (DDMC) entrusted NRCS with responsibilities and authority for ensuring quality information.

NRCS had to collaborate with local governments and other humanitarian agencies to support the government in conducting assessments and creating a beneficiary database. Upon developing a comprehensive list of affected households, the assessment teams then worked diligently to stratify the beneficiaries based on the level and type of impacts, as well as their severity. This process led to the formulation of a targeted list of beneficiaries eligible to receive humanitarian assistance packages. The targeting criteria were determined jointly with NRCS, the district authorities and municipalities in the direct involvement of, IFRC and its members agencies, which are presented in the Tables of following chapter 5.2.

5.2 Targeting for Humanitarian Assistance

It is found that the targeting has been done very systematically in close coordination of concerned stakeholders. Here are tables that were used by NRCS and local governments to set the targets for assistance. This criterion was developed jointly by NRCS headquarters and IFRC in a close and co-working modality with district chapters of NRCS and Local Governments.

For Cash assistance for the temporary shelter and other assistance (shelter+)²

Criteria priority	Criteria	Number of HHS	Remarks
1 st	Families whose houses are fully damaged by earthquake		
2 nd	Families whose houses are fully collapsed by earthquake		
	Below criteria for further screening among 2 nd priority. This will be final target		
3 rd	Households headed by women and single women		
4 th	Death of an earning member of the family due to earthquake		
5 th	Households headed by children below 18 years of age		
6 th	Households comprising of pregnant and lactating women, people with disability and Chronic illness		
7 th	Households headed by elderly above 65 years of age and houses which has senior citizens		
8 th	SGBV survivors and community people from low income/displaced families		
9 th	Marginalized (daily wages, socially excluded etc.)		
	Total		

² Shelter + is symbolized for a package of assistance that includes the conditional cash assistance for transitional shelter (NPR 73,600), for MPC for PGI (NPR 15,000), and conditional cash grants for toilet construction (NPR 10,000) totaling to NPR 98,600.

Multi-purpose cash grants for Protection, Gender and Inclusion (PGI)

Criteria priority	Criteria	Number of HHS	Remarks
1 st	Families whose houses are partially damaged by earthquake		
	Below criteria for further screening. This will be final target		
2 nd	Households headed by women and single women		
3 rd	Households headed by children below 18 years of age		
4 th	Households comprising of pregnant and lactating women, people with disability and Chronic illness		
5 th	Households headed by elderly above 65 years of age and houses which has senior citizens		
6 th	SGBV survivors and community people from low income/displaced families		
	Total		

5.3 The Analysis of Targeting and Beneficiary Selection

The targeting criteria is clear and straightforward. It is found that the criteria were set collectively by NRCS, Local Governments and the IFRC. This set of criteria was also communicated and shared with NDRRMA for information as well as for the inputs.

Beneficiaries were familiar with the reasons why they have been selected among others affected by the earthquake and what vulnerabilities they have that qualify them to access the relief packages. Only some beneficiaries (<5%) did not know the reasons, but they had simply generalized that they received the assistance because they were affected by the earthquake and their life ahead would be difficult if they do not receive any external supports. It is found that the community engagement and accountability (CEA) mechanism was well functional and the localized CEA mechanism was put in operation.

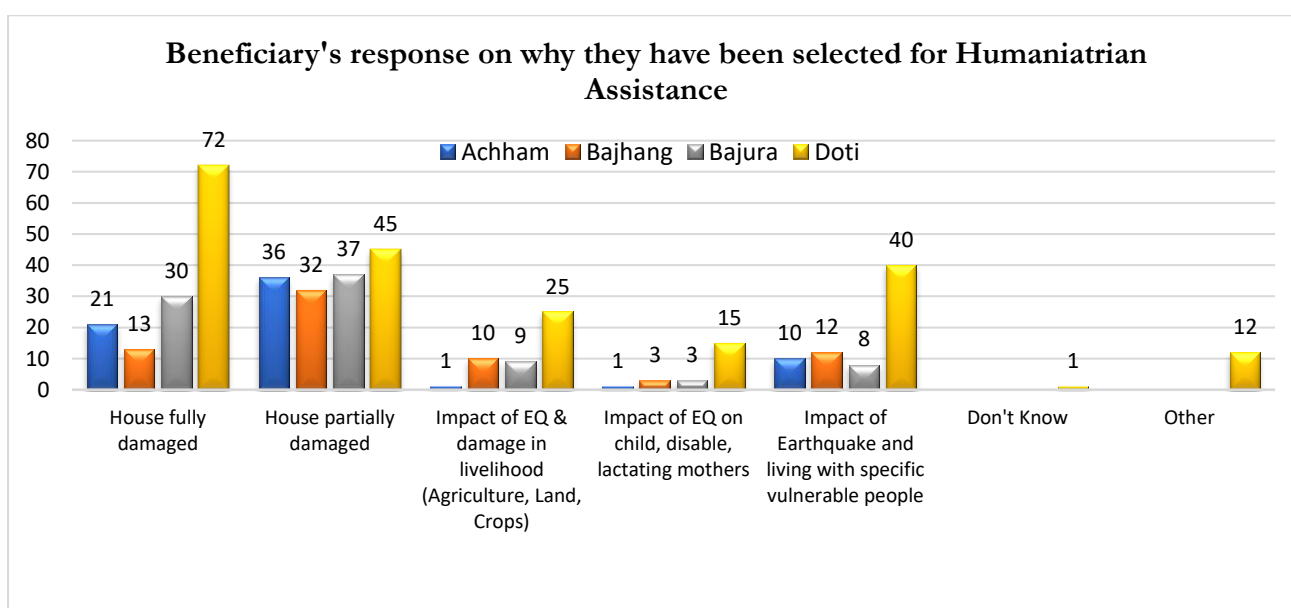


Figure 18: Targeting Criteria: the beneficiaries' perceptions

Chapter 6: Relevance of Humanitarian Assistance

6.1 Relevance of Conditional Cash Grants for Transitional Shelter

The Nepal Red Cross Society, in collaboration with Local Governments and other active humanitarian agencies, responded promptly to provide humanitarian assistance in the earthquake-affected districts. The relief efforts commenced in the Doti district following the earthquake on 9th November. Subsequently, humanitarian support extended to neighboring districts such as Achham. However, when another earthquake and aftershocks struck Bajhang and Bajura, the relief operation faced challenges, leading to the suspension of some ongoing assessments due to dispersal of active humanitarian agencies in relief operations.

Initially, the Nepal Red Cross Society, along with DDMC and Local Governments, distributed essential supplies like ready-to-eat food items, tarpaulins, blankets, and WASH items. The survey revealed that these timely provisions prevented people from struggling with food and water shortages for survival, underscoring the effectiveness of the humanitarian assistance.

Transitional shelter assistance was provided to households severely impacted by the earthquake, either by losing their homes entirely or experiencing significant damage that rendered their houses unsuitable without repair or retrofitting. In the early aftermath, these affected individuals sought refuge in temporary shelters made from tarpaulin sheets.



Figure 19: Blankets and Tarpaulin being distributed by NRCS to the affected families (Source: IFRC)

As the Autumn season came to an end, concerns arose about the impending Winter season (December-February). District stakeholders, local authorities, and humanitarian agencies jointly focused on devising plans for winterization and expediting shelter construction efforts to meet the challenges posed by the approaching winter conditions.

Analytical findings in the shelter assistance:

- According to feedback from Focus Group Discussions (FGDs), the decision to provide transitional shelter assistance was highly pertinent and proved to be a life-saving measure for those who had lost their homes in the earthquake.
- The size of cash allocated for the temporary shelter assistance, as mentioned in both the FGDs and Key Informant Interviews (KIIs), was deemed appropriate in relation to the provided design and current market prices.



Figure 20: A transitional shelter being constructed at the beneficiary's premise. (Source: NRCS)

- Some beneficiaries discovered that they needed to contribute additional funds to complete the construction of their transitional shelters. This situation was specific to households that opted for metal bars instead of bamboo and those who had nothing salvageable from their damaged houses. To assist such cases, the beneficiaries managed to utilize cash from MPC grants as well as sought other means locally.
- Certain beneficiaries from Bajhang raised concerns about the shelter design, claiming that it mandated the use of bamboo as the primary material, which was not accurate. The lessons learnt workshop had validated that miscommunication within the program implementation team led to this misconception. Consequently, people faced difficulties in obtaining bamboo and were unable to utilize salvaged wood from their damaged homes. While bamboo was available in some areas, it proved challenging to access in all affected communities. The shelter design module has given multiple options to use, such as wood, salvageable materials and bamboos.
- The construction of shelters experienced significant delays, leaving the affected people unable to move into their new homes during the harsh winter months. As a result, they had to endure freezing temperatures within their temporary tent-based emergency shelters. One of the key contributing factors to the construction delay was the slow process of cash delivery to the beneficiaries' accounts, primarily attributed to the time-consuming account opening procedures at local banks which struggled to collect beneficiaries' valid identities.
- There was on-site monitoring and technical guidance to the shelter under construction. This technical assistance from programme teams, however, was inadequate which had led to the poor construction result at some places. Some shelters have been constructed with the CGI sheets covered all sides which may cause extreme heat during summer days and cold during the winters (as shown in Figure 21).
- Economically poor families were among the most affected, and those having very small pieces of lands inadequate for the construction of given shelter had limitations for constructing shelters. The beneficiaries had expected if there were other alternative models, they could adapt in their available size and dimensions of land. Having said this, all the beneficiaries under the assistance have completed the construction of the transitional shelters.
- The beneficiaries of transitional shelter are now at the stage of expecting assistance for the permanent houses. The HHs with limited and small piece of land need to dismantle the existing transitional shelter, clear the land for preparation for the permanent construction because they mentioned that they do not have land other than the one where they have erected transitional shelters.
- The beneficiaries with shelter assistance have also received assistance for toilet construction and multi-purpose cash grant for winterization support. The total assistance is NRS 98,600 (73,600+15,000+10,000) which was provided in two installments, the first with NRS 38,600 and the second with NRS 60,000. Some beneficiaries during the FGD in Purbichauki Rural Municipality concerned that they have not received NRS 4,000 as assistance for the WASH facilities while others in their neighbors have received it. This combination of assistance has been found very relevant for constructing shelter and meeting other urgent needs.



Figure 21: A transitional shelter constructed under this assistance using CGI sheets all sides covered

- The cash transfer through the beneficiary's bank account was noticeably a big shift of humanitarian assistance. This was a time-consuming process in the beginning, but it has left with an increased financial literacy and banking access to the beneficiaries. For similar future interventions as well as for other development interventions, this work done by NRCS will be very useful and effective.

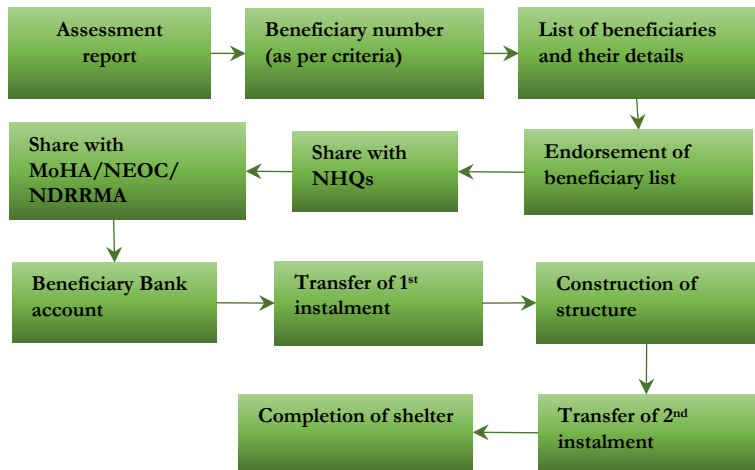


Figure 22: Process Steps for Transitional Shelter (Source: NRCS)

- The process of shelter construction has involved NDRRMA, the National Emergency Operation Center (NEOC) and the Ministry of Home Affairs (MoHA) for sharing the design and getting approval for the implementation.
- The conditionality applied in the transitional shelter construction has not only made beneficiaries accountable for their early recovery efforts but has also offered them opportunities to purposefully utilize the cash grant. According to beneficiaries, receiving the cash entitled for transitional shelter in a single installment would have posed challenges in completing the shelter construction, as they might have been tempted to use the funds for other purposes.



Figure 23: Transitioning to Early Recovery

- Upon the completion of transitional shelters, beneficiaries have successfully transitioned to livelihoods and acknowledged the substantial improvement over their previous understanding of disasters. They have come to realize that the new shelters provide a significantly safer and more secure environment, offering better protection against earthquakes compared to their previous dwellings.

6.2 Relevance of MPC Grants for Various Intended Purposes

The Multi-Purpose Cash Grants (MPCs) have proven to be essential resources for earthquake-affected households, catering to their diverse and evolving needs throughout the disaster's progression from early emergency survival to later stages of recovery. These grants, valued at NRS 15,000, were either allocated for winterization purposes or utilized to address specific requirements related to protection, gender, and inclusion (PGI).

The primary objective of this assistance was to aid the most vulnerable individuals within earthquake-affected households, including children, elderly people, lactating and pregnant women, people with disabilities (PDWs), single women, and those dependent on medications for chronic illnesses under the PGI support. Additionally, a separate package of winterization assistance was provided to help households prepare for the approaching winter.

Regardless of the initial intention behind the project intervention, beneficiaries have effectively utilized the NPR 15,000 cash assistance for various immediate household needs, such as purchasing food,

clothing, and medicines. This flexible approach allowed households to address their most pressing requirements and adapt to the changing circumstances they faced throughout the disaster's aftermath.

Analytical findings in the MPC assistance:

- The size of cash (NPR 15,000) is determined based on the calculations suggested for Minimum Expenditure Basket (MEB) in Nepal.
- MPC grant was intended for winterization as well as for PGI. The recipients have received at least one MPC, either with the purpose of assistance for winterization or with the purpose of PGI.
- The MPC with the objective of winterization support is combined with shelter assistance in the three districts (except for Bajura) to those who fall under the first category of targeted beneficiaries, whereas, the other recipients have received only the MPC with the objective of PGI.
- The winterization support was aimed at addressing the winter of December 2022 to January-February 2023, however, the delayed transfer of cash to the beneficiaries' account in around March-April 2023 left the question if this has contributed to the objective of the assistance.
- The MPC for winterization support was combined with shelter assistance and toilet plus WASH support that summed up NPR 98,600. In this case, the cash transfer has been made in two installments with a condition applied to the minimum progress threshold for transitional shelter construction achievement. The field level progress report has suggested for second installment qualification, and accordingly the cash had been transferred to respective beneficiaries' bank accounts. The recipient beneficiaries have reported that the two installment was good instead of single installment which has made them accountable for job completion (shelter construction), and has provided opportunity for controlled expenditure for other needs.
- The Multi-Purpose Cash (MPC) intended for protection, gender, and inclusion (PGI) support was provided as a single installment. PGI recipients expressed gratitude for this financial assistance, which proved invaluable in addressing their personal and urgent needs. Some beneficiaries mentioned that they received the sum of 15,000 NPR for the first time in their lives. In Focus Group Discussions (FGDs), they shared how they wisely utilized the cash to purchase essential items like clothing, assistance devices like spectacles, medicines, and even paid off loans they had borrowed earlier.



Figure 24: Interviewing a beneficiary by a PDM Enumerator on how the cash was utilized.

Chapter 7: Use of Humanitarian Cash Assistance

The cash was provided to the affected HHs together with the in-kind assistance. The in-kind support was with a package that contained tarpaulin sheets, the warm blankets, buckets and mugs, dignity kit and food items. The cash on the other hand was provided to meet the immediate needs which has considered the needs of shelter and settlement, needs of supports for the protection, gender and inclusion related issues, needs for winterization support to tackle the forthcoming winter and other special needs that were not addressed by the in-kind supports.

There were no such vouchers developed for this humanitarian assistance. Cash was transferred via beneficiaries’ bank accounts. The process of creating unique bank accounts of the beneficiaries from the region which has very less financial literary was equally an opportunity as well as a challenge for NRCS. Because of this, 8.65% respondents have mentioned that they did not receive cash on time. 99.3% of the recipients have utilized the cash received from the NRCS, and 80% of them had responded that the cash was also used for general urgent household needs. Similarly, 4.1% have mentioned that the cash also used to pay the loan.

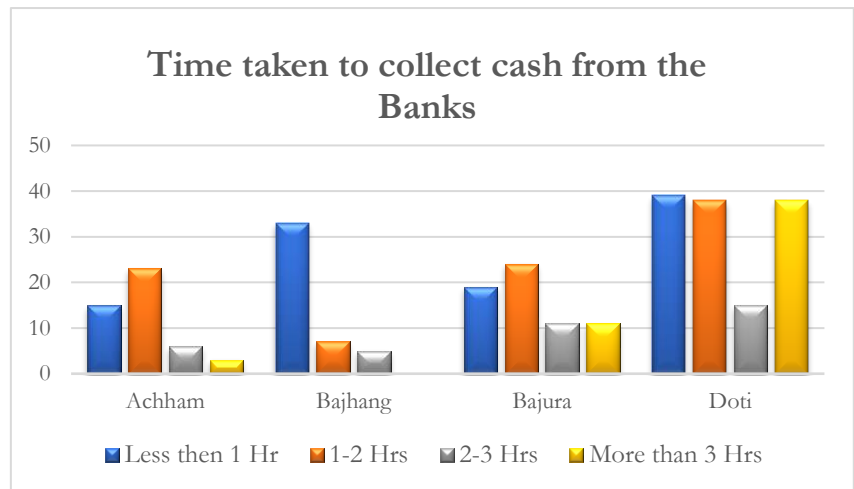


Figure 25: Time taken to collect cash from the banks

The time taken to collect the cash from the banks was relatively higher as 31% had to travel around 2 hours or more while 18% had to use more than 3 hours. This is because of the remoteness of the communities, and the banks are generally operated at the municipality/rural municipality office locations. Other reason is that the rural communities of Sudurpaschim Province are poorly or not connected to the service roads and there is a big problem of access to transportation. The affected HHs are scattered except some communities which are close to the epicenters of the earthquakes.

In our survey, 93.5% of respondents stated that they personally collected the cash from the banks, while 6.5% had to seek assistance from someone else due to various reasons. Some faced challenges of banks being located far away, while others had physical limitations preventing them from visiting the banks themselves. In cases where families lacked a capable person to collect the cash, they sought help from others, and notably, we found no instances of people being charged for providing this assistance.

Chapter 8: Community Engagement and Accountability (CEA) Mechanism

NRCS has established effective feedback collection mechanisms in the districts. For payment installments and cash transfer information, NRCS utilized SMS, phone calls, and direct visits by their staff. Notably, in a survey question asking if recipients had to pay any service charges to NRCS staff for assistance, the response was 100% negative.

In several municipalities, NRCS conducted Disaster Preparedness Activities, which included training sessions on Light Search and Rescue and Basic First Aid. The presence of NRCS in these communities fostered a sense of comfort and trust, enabling better communication with the people.

One remarkable example of community-level disaster preparedness initiatives can be seen in Purbichauki Rural Municipality, Doti. Here, NRCS provided valuable contact details for emergencies. This information proved instrumental as people could reach out to NRCS staff and community volunteers promptly during the early stages of emergencies.

In Purbichauki, volunteers who had received Disaster Risk Reduction (DRR) training put their skills to use during an emergency evacuation and rescue operation. Within an hour of the disaster striking the

hardest-hit communities of Gairi Gaun, these trained volunteers effectively participated in evacuating and rescuing people in need.

Respondents were aware of the reasons for the assistance they received. In a multiple-choice response, 70.4% mentioned that the support was provided to meet the basic urgent needs of their households, aligning with the general purpose of MPC to aid people in crisis.



Figure 26: Relief distribution following an orientation

Beneficiaries typically reached out to volunteers and NRCS staff through phone calls when they needed assistance or information. During FGDs, recipients revealed that they knew the names and phone numbers of dedicated NRCS staff and volunteers working in their areas. Communication primarily occurred through community gatherings, phone calls, or household visits, where detailed information was shared.

NRCS provided a toll-free number, 1130, for accessing information, providing feedback, and reporting complaints related to humanitarian response items and processes. From the CEA mechanism, 250 feedbacks were collected, with 6 feedbacks (2.4%) marked as confidential. The NRCS team addressed these confidential feedbacks within the response timeframe.

All respondents expressed 100% satisfaction with the quality of relief items received, confirming that the items were in good condition.

Complaint boxes were placed in key locations within local governments, although their use remains low due to the communities' low literacy rates practice of use.

During the distribution process, beneficiaries generally lacked comprehensive orientation, receiving only information about what items they were receiving and in what quantities. They were not adequately informed about the frequency of future distributions, the plans of NRCS and LGs for the subsequent phases of relief and recovery, or whether another package of relief and recovery items was forthcoming.

Chapter 9: Gender Equality and Social Inclusion (GESI)

The distribution of humanitarian relief items took place at predetermined locations, and beneficiaries were informed of these locations in advance. The distribution centers were designed to be gender-friendly and incorporated security measures to address any concerns. Notably, there were no reported incidents of looting, theft, harassment, or any other forms of misconduct, as indicated by feedback received during surveys.

Nevertheless, 18.5% of the respondents indicated that they "somehow managed" during the distribution process, while 1.5% stated that it was "unmanaged." These responses prompt a re-evaluation of factors such as the waiting time for beneficiaries, the challenges posed by distributing items in the cold winter, and whether the travel time to collect relief items was significantly lengthy.

On a positive note, the survey findings highlight that the Red Cross volunteers displayed commendable conduct, and their behavior did not lead to any harm within the communities they served.

Transportation time proved to be a major challenge, particularly for women. Carrying relief packages from distribution centers to their homes in rugged terrain required hours of travel, causing considerable difficulties. The limitation in opening distribution centers in various locations, as a result of enforced election codes of conduct, led to centers being situated far away from many beneficiaries' homes, further exacerbating transportation challenges.

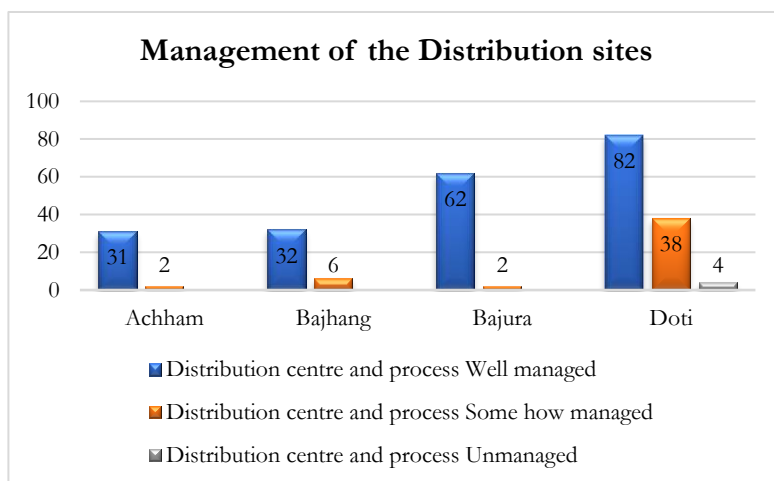


Figure 27: Management of distribution centers (response in numbers)

Addressing these issues through improved orientation and strategic distribution center placements could significantly enhance the effectiveness and efficiency of relief operations.

Chapter 10: Beneficiaries' Remarks on Overall Humanitarian Assistance

The beneficiary respondents were requested to provide their opinion on some structured responses on the overall process, the conduct of NRCS staffs, communications and other areas. The response has been plotted in the following chart. Most of the responses were weighted high with agreeing on the proposed question. They agree almost fully that targeting was done appropriately (>90%), cash grants are better than other form of humanitarian assistance (~88%), information from NRCS was adequate (~85%), the behaviour of NRCS volunteers during the relief assistance was good (~90%). The level of agreeing or disagreeing by the beneficiaries for acceptance of given structured statements was also verified by the FGDs by the PDM team conducted across all the four districts. This triangulation has matched the responses from survey as well as from the FGDs. There are still few outcomes of this analysis that suggest NRCS to rethink on the timeliness of the relief distribution. Around 22% of the respondents from 294 interviewed have not agreed fully on the statement of timely distribution of relief assistance. Of this figure, around 10% deny that the responses were timely. It is found from the interviews of key informants that:

- The assessment process faced delays, with many decisions being made ad-hoc in the field, particularly evident in Bajura district.
- Decision-making at various levels experienced delays, affecting response planning, design, and interventions.
- Account opening at banks and the cash transfer process took up considerable time, indicating insufficient attention to rapid response at the field level.

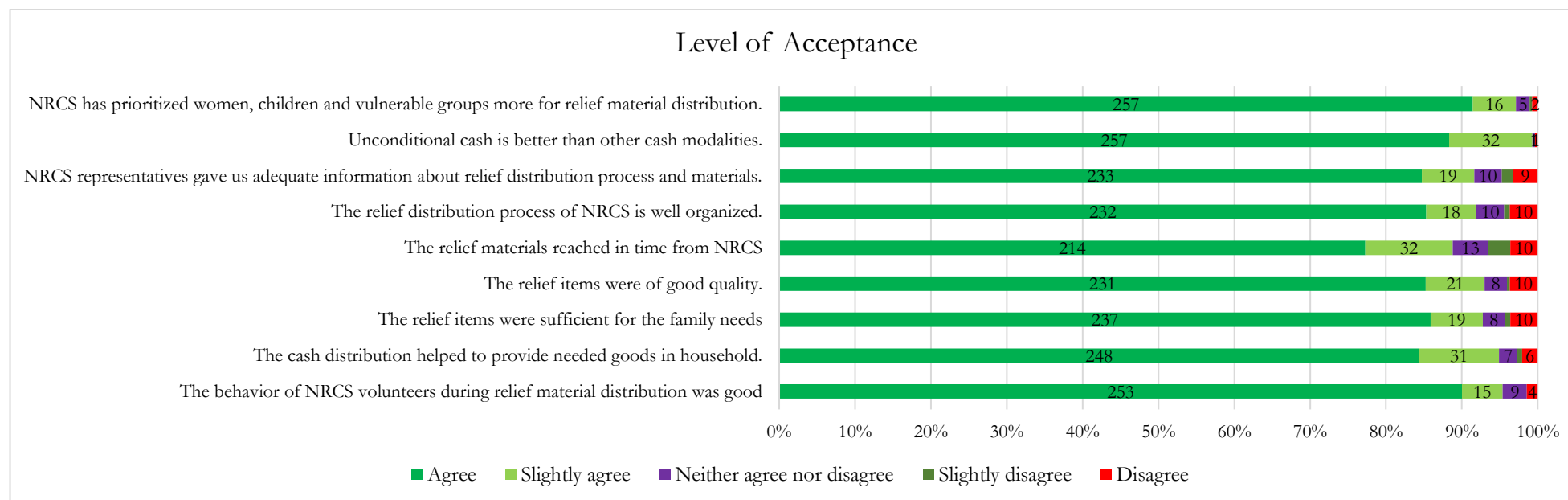


Figure 28: Level of Acceptance, beneficiaries' opinion

Chapter 11: Major Challenges and the Mitigation Measures Adopted

All the four district chapters of NRCS distributed relief items such as tarpaulin and blankets that were stockpiled at the NRCS DCs. There were 50 to 100 sets of relief items in the districts that were not sufficient for immediate response to affected families. The additional relief items waiting from NRCS headquarter took longer days, at least two weeks, to reach to the districts.

Bajura district conducted the assessments for damage and loss with the support of the local government and Nepal police in the place of the IRA. The districts have limited human resources for conducting these post disaster assessments such as IRA and MIRA.

The election in the time of first strike of the disaster caused limitation on the gathering of people, and hence limiting the assessments, people's interactions for search and rescue. Local police and NRCS staffs had worked hard to tackle this situation by deploying security teams instead of civilian humanitarian response until the code of conduct for election was over. The election code of conduct had also limited the local transport and travel. In this case, the district authority (DAO), Armed Police Force and the Nepalese Police used the security vehicles to deploy trained HR and relief materials to the affected people. The NRCS was only authorized by the DDMC in this context to conduct assessments and humanitarian assistance together with the local security units.

Some of the beneficiaries could not build a transitional shelter as per the standard size due to the lack of adequate land they own. In such cases, the shelters were constructed according to the land availability and NRCS field level technical team supported beneficiaries to prepare layout according to their land size.

There were some challenges with beneficiaries qualifying documents such as the citizenship card to create a bank account. For those beneficiaries, NRCS had provided cash in hands. Limited number of human resources in the local banks with lack of experience of creating large number of beneficiary's bank account in a very short time had caused delay in the entire humanitarian response that was through the cash transfer, however, the beneficiaries and the government stakeholders have appreciated the cash transfer modality mentioning that this is sustainable, has several other benefits, and contributed to financial literacy and saving culture with multiplier effects of cash in the communities.

Some local levels had to purchase relief items from nearby market centers, such as from Dhangadhi and Nepalgunj. Chaurpati Rural Municipality of Achham faced a problem in the transportation of purchased relief items from Nepalgunj because of frequent inquiries and checking in various places by Nepal Police during the time of election codes applied. The election had also caused limitations in the accessing the immediate relief items by the affected people, however, the local levels made some immediate decisions to deploy relief resources regardless of transport restriction by district authorities without breaching the code of conducts, and making them flexible by mobilizing the security forces.

Chapter 12: Key Learning

In times of emergencies, humanitarian assistance with the necessary relief operations to affected families need to be operated even in the restricted zero movement situations, such as that of the election code of conduct. DDMC and the Nepal Red Cross Society need to advocate with Nepal Government to revise the policy of relief distribution in the case of situations. Transitional shelters need to be constructed with the use of salvaged materials rather than purchasing bamboo from a long distance and with expensive costs. The beneficiaries were instructed to construct their transitional shelters without the use of mud-stone mortar, stone walls and hence were requested to use bamboo or CGI sheets instead. The options

can be made open for choosing one of the several earthquake resilient house models that were produced by the government of Nepal after the 2015 earthquake of Gorkha for permanent housing reconstruction. There are several HHs which do not have extra land to construct a permanent house. At the time of survey, affected HHs had asked to NRCS when they are providing with the next assistance of permanent house (reconstruction). They also asked another connected question on ‘what shall they do with this temporary shelter? Shall they demolish these NRCS assisted houses to clear the land to construct a new permanent house? This is a situation that suggests NRCS and IFRC to rethink on the approach of assisting with transitional shelter in such contexts where the affected families have limited size of land.

As a preparedness to any future disasters, or for any kind of recovery and reconstruction work, creating beneficiary’s bank accounts would help in minimizing the time for the response planning considering the possible future disasters. The Sudurpashim province is considered to be among the most seismic vulnerable zone in Nepal due to its longer seismic gap of more than 500 years. On the other hand, the humanitarian cash assistance can be linked to the existing social security schemes to ease the transfer of cash through the existing bank accounts for those entitled for social security benefits.

Chapter 13: Recommendations for Future Similar Interventions

13.1 Recommendations to Local Governments

Local governments play a crucial role in disaster preparedness and vital registration. It is recommended that each family be provided with a bank account, considering the possibility of disasters. This not only facilitates disaster response but also helps in vital registration, including recording birth, death, marriage, and migration. Furthermore, having a bank account encourages individuals to obtain citizenship, which is an essential government-authorized identity required for administrative purposes.

Strengthening the institutional capacity of local governments in emergency response is vital. This involves training local authorities in various aspects such as Initial Rapid Assessment (IRA), search and rescue operations, and stockpiling Non-Food Relief Items (NFRI). By doing so, local governments can respond promptly and effectively during emergencies, ensuring timely distribution of necessary relief materials to affected communities.

To enhance disaster preparedness, local governments are advised to prepare and update municipality risk profiles and vulnerability maps. These resources facilitate the identification of the most vulnerable populations during disasters, allowing for targeted and efficient response efforts.

Building humanitarian capacity at the local level is of utmost importance. Local governments should invest in training local search and rescue teams and assessment teams, and establish guidelines, Emergency Operations Centers (EOCs), and stockpile minimum relief and response items. This approach minimizes external dependencies during immediate small-scale disasters, enabling local authorities to operate response interventions with minimal external support. By enhancing their capacity, local governments can swiftly address emergencies, mitigating the impact on affected communities.

13.2 Recommendations to NRCS

NRCS is strongly recommended to bolster the institutional capacity of its District Chapters (DCs) concerning various aspects of response capacity. This includes training and preparedness in areas such as Initial Rapid Assessment (IRA), search and rescue operations, loss and damage assessment, Gender Equality and Social Inclusion (GESI), and adherence to SPHERE standards for humanitarian interventions.

To expedite the response to smaller recurrent disasters in districts, NRCS should increase the stockpile of Non-Food Relief Items (NFRI) sets locally. By doing so, beneficiaries won't have to wait for relief items from NRCS headquarters, enabling a more timely and efficient response to humanitarian situations.

In districts where shelter assistance is provided to scattered houses, monitoring response activities and shelter construction progress becomes challenging. To address this, NRCS is advised to deploy sector-specific trained human resources within each district rather than monitoring from regional or headquarters levels. This decentralized approach will improve oversight and coordination for future similar cases.

To ensure effective planning for cash-based interventions, NRCS should continuously build the capacity of its staff in humanitarian cash and voucher assistance. Recognizing that cash will increasingly become an integral part of the humanitarian response in Nepal, such training will enable quick and efficient response planning.

Some beneficiaries faced difficulties due to distant relief distribution centers, with travel times exceeding 3 hours to collect relief items. NRCS is requested to consider this situation and context while planning distribution sites, ensuring better accessibility from settlements. Mobile distribution sites can also be developed, with close coordination and management led by local security units to mitigate issues arising from local contexts and situations such as election code of conduct implementations.

Local governments encountered challenges in conducting IRA due to the unavailability of trained human resources. NRCS can play a crucial role by providing necessary training for conducting IRA, Multi-Sector Initial Rapid Assessment (MIRA), and Post-Disaster Needs Assessment (PDNA).

The process of opening bank accounts for beneficiaries at local banks faced delays. NRCS may consider deploying dedicated staff with basic knowledge of finance and banking to assist the banks, expediting the account opening process and ensuring smoother cash transfer operations for similar future interventions.

13.3 Recommendations to IFRC

The International Federation of Red Cross and Red Crescent Societies (IFRC) plays a crucial role in supporting the Nepal Red Cross Society (NRCS) District Chapters in strengthening their emergency response capacities. To achieve this, IFRC should actively encourage NRCS to update their institutional capacity information, encompassing both human and non-human resources in the respective districts.

Additionally, IFRC should facilitate the process of housing reconstruction by coordinating with the National Disaster Risk Reduction and Management Authority (NDRRMA) at the federal level. This collaboration would streamline efforts and ensure efficient reconstruction initiatives.

Furthermore, IFRC should motivate NRCS and its federation members to provide technical assistance to Municipalities, enabling them to conduct damage and loss assessments such as IRA (Initial Rapid Assessment) and MIRA (Multi-Sector Initial Rapid Assessment) and effectively manage the collected data. This support would enhance preparedness and response capabilities at the local level.

Recognizing the significance of being proactive, IFRC should execute Pre-Crisis Market Analysis (PCMA) in disaster-vulnerable districts and local levels. PCMA will serve as a valuable preparedness measure, providing insights into market dynamics and enabling more effective disaster management in the future.

Lastly, IFRC should focus on building the capacity of response teams across the country in Cash and Voucher Assistance (CVA) planning and operations. By enhancing their knowledge and skills in this area, response teams can efficiently manage cash-based interventions during emergencies, optimizing aid delivery and benefiting affected communities.

ANNEX 1: Key Informants for PDM

Details of Key Informants for the Interviews for the PDM

S.N.	Name	Position	Organization	District
1	Kalpana Shrestha	Chief District Officer	District Administration Office	Doti
2	Deergha Raj Upadhyay	Assistant CDO	District Administration Office	Doti
3	Khadak Bahadur Khadka	President	NRCS, DC	Doti
4	Ram Prasad Upadhyaya	Chairperson	Purbichuaki Rural Municipality	Doti
5	Bipin Bista	Deputy Secretary	NRCS, DC	Bajura
6	Rangamal B.K.	Chief Administrative Office (CAO)	Badimalika Municipality	Bajura
7	Pramila Thapa	DRR Focal Person	Badimalika Municipality	Bajura
8	Ram Bahadur Baniya	Mayor	Budhiganga Municipality	Bajura
9	Ratna Prasad Dhungana	President	NRCS, DC	Achham
10	Rajendra Bahadur Kunwar	Mayor	Sanfebagar Municipality	Achham
11	Lalit Bahadur Bogati	Ward Chairperson	Chaurpati Rural Municipality, ward no. 7	Achham
12	Ram Datt Upadhyaya	President	NRCS, DC	Bajhang
13	Prakash Bahadur Rokaya	Chairperson	Thalara Rural Municipality	Bajhang

ANNEX 2: Questionnaire for PDM

A magnitude of 6.6 earthquake shooked western Nepal on Wednesday 9 November 2022 early morning local time. The epicenter of the earthquake was located in Khaptad Chhana Rural Municipality of Doti district. The tremor was felt in neighbouring districts (Bajhang, Kailali, Kanchanpur, Banke, Rukum west) as well as in parts of India including New Delhi. On 12 November 2022, another shock was felt in Bajhang District. Total of 6 persons died and 8 others were injured in Purbichauki Rural Municipality of Doti District, due to collapsed houses. Due to the earthquake and multiple aftershocks, 7,175 families were affected. As per the data received from the affected District Chapters, 1,882 houses were fully destroyed in Achham, Bajhang, Bajura and Doti districts and 6,181 houses are partially affected. As the humanitarian response, IFRC and Nepal Red Cross Society have provided the affected families with Cash and In-Kind support at the affected area. To monitor the effectiveness of support, IFRC has initiated a Post Distribution Monitoring with the technical support of Centre for Sustainable Development Studies PVT. Ltd. (<http://csds.com.np>) in the affected 4 districts. As the questions asked to you in this regard are for study purposes only, the information given by you will be kept confidential under the right of privacy of the Constitution of Nepal.

Instruction to the enumerators

- Ensure that the interview is being held in a private and confidential location. Ask to respondent the suitable location/place for the interview.
- Confirm that the individual who will be responding to the interview is the one who collected the relief items at the distribution site or at his/her residence, one who received the cash and/or the one using the items. He/she should have the information of the assistance supported as the questions will be asked about the items, distribution process and utilization.
- Ensure that the respondents understand that their participation is voluntary and no benefits or rewards will be offered in exchange.
- Ensure that the respondents understand that the information provided during the interview will not influence his/her eligibility to participate in other potential distributions that NRCS may implement in the future.
- Ensure that the confidentiality of the respondents will be maintained.

Introduction and Consent Taking

Namaste! How are you? My name is I work for..... We are conducting Post Distribution Monitoring Survey with support from the IFRC and Red Cross Society.

Remind that you had a phone call to him/her earlier to book his/her time for the interview.

I would like to ask to you some questions about the relief distribution conducted by Nepal Red Cross Society after the most recent earthquake in your district. Your answers will help us identify the lessons learnt and recommendations for making future relief and response operations even better. It should take around 45 minutes to complete this survey. **Your answers and identity will be kept confidential according to the law of Right to Information and Confidentiality and will not affect your eligibility for receiving relief materials in future.** You have been selected randomly from the list of beneficiaries to collect feedback on the quality of distribution process, cash and the items received. There are no right or wrong answers to the questions I will ask; I am only interested in your experience and perceptions. We would very much appreciate your participation in the survey.

Your participation in this survey is voluntary and you can choose not to answer any individual question or all of the questions. However, we hope that you will participate in this survey since your views are very important for the PDM survey.

Shall we begin the interview with your permission?

- A. Respondent agrees for the interview → Continue the interview.
- B. Respondent doesn't agree for the interview → Stop the interview and thank the respondent. If this case arises, inform to Field Manager and request for an alternative sample beneficiary.

[Auto generate the Name of Interviewer: with **Agree to proceed for Interview**]

Q.1	Date of interview		Auto Generated
Q.2	Name of interviewer		Select from the List
Q.3	GPS		Auto Generated
Q.4	Location Details		Province 1. Sudurpaschim District (Options provided) 1. Achham 2. Bajhang 3. Bajura 4. Doti Municipality (List as per the district) Ward no..... Name of Community [Type here]
Q.5	Are you the head of household?	If yes, go to 7	1. Yes 2. No
Q.6	If no, what is the gender of the head of the household?		1. Male 2. Female 3. Others

Module A			
Demography and socio-economic profile			
Q.7	This question is distributed to sub-questions A1 to A13. All are mandatory.		
S.N.	Questions	Skip	Options
A1	Beneficiary ID <i>(autogenerated)</i>		Enter the code from the list of Sample Beneficiaries.
A2	Gender of the Respondent		1. Male 2. Female 3. Others

A3	Age of the Respondent		[Actual Age in Years]
A4	Ethnicity of the Respondent		<ol style="list-style-type: none"> 1. Brahmin 2. Chhetri/Thakuri 3. Sanyasi 4. Dalit 5. Newar 6. Muslim 7. Janajati/Indigenous 8. Madhesi 9. Others, please specify....
A5	Size of family living together for the last 3 months		[Enter a number]
A6	Age group of family members		<ol style="list-style-type: none"> 1. Male (18 to 40 years) 2. Female (18 to 40 years) 3. Male (41 to 60 years) 4. Female (41 to 60 years) 5. Male (61 and above years) 6. Female (61 and above years) 7. Adolescent M (6-18 years) 8. Adolescent F (6-18 years) 9. Children M (less than 5 years) 10. Children F (less than 5 years) 11. Number of single women
A7	Do you have any disabilities?		<ol style="list-style-type: none"> 1. Yes 2. No (if no, go to A8)
A7.1	If Yes , how many members have disabilities?		[..]
A7.2	If Yes , please write the type of disability.		[..]
A8	What is your household's primary means of livelihood?	Multiple choices	<ol style="list-style-type: none"> 1. Agriculture 2. Livestock 3. Wage labour 4. Seasonal migration 5. Foreign employment 6. Government employment 7. Business 8. Others
A9	Where were you staying before this earthquake of 2079 BS? [recent earthquake]		<ol style="list-style-type: none"> 1. Own household 2. Neighbour's home 3. Relative's home 4. School/community center 5. Temporary shelter (open space with tent) 6. Other, please specify.....
A10	Where are you staying now?		<ol style="list-style-type: none"> 1. Own house 2. Neighbour's home 3. Relative's home 4. School/community center 5. Temporary shelter (open space with tent) 6. Other, please specify.....
A11	Was your house affected/destroyed because of the earthquake?		<ol style="list-style-type: none"> 1. Yes 2. No
A12	Have you received any support for reconstructing your house?		<ol style="list-style-type: none"> 1. Yes 2. No
A13	If yes, from whom? (Mark all that applies: Multiple choice options)		<ol style="list-style-type: none"> 1. Local government 2. NRCS 3. Other, please specify.....

Module B
Information on Beneficiary Selection and Distribution Process
Cash and In-Kind Assistance

Q.8	This question is distributed to sub-questions B1 to B21.		
B1	Why were you selected as beneficiary of relief materials/cash assistance from NRCS?		<ol style="list-style-type: none"> 1. House completely destroyed 2. House partially destroyed 3. Impact of earthquake <i>and</i> Loss of livelihood (agriculture land, crops etc.) 4. Impact of earthquake <i>and</i> Family member includes children, PWD, breastfeeding/pregnant women 5. Impact of earthquake <i>and</i> Being Dalit, ultra-poor, women headed household 6. Don't know 7. Other, please specify.....
B2	Did you know what kind of assistance you would be receiving before distribution?		<ol style="list-style-type: none"> 1. Yes 2. No 3. Somewhat
B3	Is it fair that you have been selected for this assistance?		<ol style="list-style-type: none"> 1. Yes 2. No 3. Don't know
B4	If no, what is your suggestion?		[..]
B5	Did you receive cash assistance through Bank Account?	If yes, go to B6	<ol style="list-style-type: none"> 1. Yes 2. No
B6	If not, how did you receive?		<ol style="list-style-type: none"> 1. I received hard cash 2. I received it from Remittance Company 3. I received it from my relative's account 4. Other [please specify]
B7	Did you have your bank account or you had to open a new for receiving cash assistance?		<ol style="list-style-type: none"> 1. Yes, I had 2. No, I had to open a new bank account
B8	If no, who assisted you to open a new bank account.		<ol style="list-style-type: none"> 1. Myself, 2. My family member 3. NRCS 4. Municipal Office 5. Others (if any) [..]
B9	In how many instalments you received the cash?	If 1, go to B13	<ol style="list-style-type: none"> 1. One 2. Two
B10	How much money did you receive in first instalment?		[Insert here the amount in NPR]
B11	How much money did you receive in second instalment?		[Insert here the amount in NPR]
B12	Were you notified of conditions to apply for receiving the second instalment?		<ol style="list-style-type: none"> 1. Yes 2. No
B13	If yes, how were you notified?		<ol style="list-style-type: none"> 1. By phone call, 2. By SMS 3. By NRCS staff/volunteers 4. By Government/Municipality
B14	Was there any assessment of damage/loss caused by earthquake?		<ol style="list-style-type: none"> 1. Yes 2. No

B15	If Yes, who came to ask/assess your house?		<ol style="list-style-type: none"> 1. Municipal Officers 2. NRCS 3. Don't Know
B16	Did you receive enough information on relief/cash distribution what your family needed?		<ol style="list-style-type: none"> 1. Yes 2. No
B17	Did you have to pay someone to be the beneficiary of NRCS relief material or cash assistance?		<ol style="list-style-type: none"> 1. Yes 2. No
B18	If yes, whom did you pay?		[..]
B19	If yes, how much did you pay?		[..]
B20	Did you receive the cash assistance in the right time?		<ol style="list-style-type: none"> 1. Yes 2. No
B21	If your answer no, what do you say about timing of assistance?		<ol style="list-style-type: none"> 1. It was late 2. It was too late

Module C			
Relief packages, relevancy and adequacy			
Q.9	Relief packages, relevancy and adequacy from C1 to C21		
C1	What type of relief items did you receive from NRCS?		<ol style="list-style-type: none"> 1. Cash 2. Dignity Kits 3. CGI sheets 4. WASH items (buckets, mugs etc.)
C2	If you have received cash, for what purpose it was granted?		<ol style="list-style-type: none"> 1. Shelter construction 2. Toilet construction 3. Other urgent household needs 4. Other [..]
C3	What was the quality of relief items you received?		<ol style="list-style-type: none"> 1. Very Good 2. Good 3. Average 4. Poor quality
C4	Have you used the relief items you received from NRCS?		<ol style="list-style-type: none"> 1. Regularly used 2. Occasionally used 3. Rarely used 4. Not used at all
C5	Would you please mention the name of items you have received?		<ol style="list-style-type: none"> 1. Tarpaulin 2. PE Mat 3. Bucket 4. Mug 5. Dignity kit 6. Blankets 7. Other (please specify)
C6	You have received the cash from NRCS. Do you know for what purpose this was granted?		<ol style="list-style-type: none"> 1. Yes 2. No
C7	If Yes		<ol style="list-style-type: none"> 1. For constructing a shelter/house 2. For constructing latrine 3. For household basic needs 4. Others [please specify]
C8	Among the relief assistance you received, which was the most relevant for you?		<ol style="list-style-type: none"> 1. Cash 2. Tarpaulin 3. PE Mat 4. Bucket 5. Mug 6. Dignity kit 7. Blankets

C9	Among the relief assistance you received, which was the least relevant for you?		<ol style="list-style-type: none"> 1. Cash 2. Tarpaulin 3. PE Mat 4. Bucket 5. Mug 6. Dignity kit 7. Blankets
C10	What have you done with the least useful/relevant relief item?		<ol style="list-style-type: none"> 1. Sold 2. Still in the home, unused 3. Gave to others 4. Don't know 5. Others, please specify.....
C11	Did you receive any orientation/training from Red-Cross for reconstruction of house/shelter?		<ol style="list-style-type: none"> 1. Yes 2. No
C12	If yes, was that orientation useful?		<ol style="list-style-type: none"> 1. Yes 2. No
C13	Were the relief items provided to you enough for your household during the emergencies?		<ol style="list-style-type: none"> 1. Yes 2. No
C14	If no, what item/s were not enough for you?		<ol style="list-style-type: none"> 1. Cash 2. Tarpaulin 3. PE Mat 4. Bucket 5. Mug 6. Dignity kit 7. Blankets
C15	Did you receive the relief items in a good form?		<ol style="list-style-type: none"> 1. Yes 2. No, some were Broken
C16	If your answer is no, which items were Broken or damaged?		<ol style="list-style-type: none"> 1. Cash 2. Tarpaulin 3. PE Mat 4. Bucket 5. Mug 6. Dignity kit
C17	Have you utilized all the cash assistance received from NRCS?		<ol style="list-style-type: none"> 1. Yes 2. No
C18	If yes, for what purposes you have used the cash assistance?	(Multiple choice)	<ol style="list-style-type: none"> 1. House construction 2. Toilet construction 3. Purchasing food 4. Purchasing household items 5. Payment of loan 6. Payment of school fees 7. Others [specify]
C19	Have you received any similar assistance from your Municipality?		<ol style="list-style-type: none"> 1. Yes 2. No
C20	If yes, what type of assistance you received?		1. Write here [..]
C21	Have you received any similar assistance from other agencies?		<ol style="list-style-type: none"> 1. Yes 2. No
C22	If yes, what type of assistance you received?		1. Write here [..]

Module D			
Location of distribution and accessibility			
Q.10	Module D: Location and accessibility D1 to D12		
D1	Where did you receive the relief material?		1. Home

			<ol style="list-style-type: none"> 2. Ward office (have to go to pick up) 3. Distribution centers (set up) 4. Other, please specify.....
D2	How long did it take you to reach the location of distribution centers from the place of your stay?		<ol style="list-style-type: none"> 1. Less than 1 hour 2. 1-2 hours 3. 2-3 hours 4. More than 3 hours
D3	Was the place of distribution centers easily accessible?		<ol style="list-style-type: none"> 1. Yes 2. No
D4	Did you find the place of distribution centers safe?		<ol style="list-style-type: none"> 1. Yes 2. No
D5	Did you incur any expense for carrying the relief materials back to your place of stay?	If 2, go to D7	<ol style="list-style-type: none"> 1. Yes 2. No
D6	If yes, how much did you pay for that?		<ol style="list-style-type: none"> 1. Less than NRs.100 2. NRs.100- NRs.300 3. NRs.301-NRs.500 4. NRs.501-NRs.1000 5. More than NRs.1001
D7	What was the mode of transportation you took to carry back the relief materials?		<ol style="list-style-type: none"> 1. On foot 2. Bicycle 3. Bike 4. Tractor 5. Truck 6. Taxi, Car 7. Others, please specify.....
D8	How long does it take to you to reach the bank from where you collected cash?		<ol style="list-style-type: none"> 1. Less than 1 hour 2. 1-2 hours 3. 2-3 hours 4. More than 3 hours
D9	Did you request any other person to collect your cash?		<ol style="list-style-type: none"> 1. Yes 2. No
D10	If Yes, who helped you?		Write here [..]
D11	Did you pay for that help?		<ol style="list-style-type: none"> 1. Yes 2. No
D12	If Yes, how much you paid?		Write amount [..]

Module E			
Timeliness of the Relief Materials and Cash Assistance			
Q.11	Timeliness of the Relief Materials and Cash Assistance E1 to E7		
E1	Did you receive the relief materials in the right time?		<ol style="list-style-type: none"> 1. Yes 2. No
E2	After the earthquake, approximately in what time did you receive the relief materials from NRCS?		<ol style="list-style-type: none"> 1. Less than 24 hours 2. Within 2-4 days 3. Within a week 4. Within a month 5. More than a month 6. I don't Know
E3	Was it too okay for you to fulfil your urgency needs?		<ol style="list-style-type: none"> 1. Assistance was too early 2. It was in the right time 3. It was too late
E4	After the earthquake, approximately in what time did you receive the cash assistance from NRCS?		<ol style="list-style-type: none"> 1. Less than 24 hours 2. Within 2-4 days 3. Within a week 4. Within a month 5. More than a month

			6. I don't Know
E5	Was it too okay for you to fulfil your urgency needs?		1. Assistance was too early 2. It was in the right time 3. It was too late
E6	If your answer is too late, what could be the reasons?		1. Remote location 2. Poor road condition 3. Inability to reach sites due to extreme cold 4. Don't know
E7	Your any one suggestion for timing of the relief assistance		[Please type here] [..]

Module F			
Beneficiary satisfaction and Community Engagement and Accountability			
Q.12	Beneficiary satisfaction, perceptions and CEA F1 to F17		
F1	How was the distribution site and process?		1. Well organized 2. Organized somehow 3. Not organized
F2	How long you had to await to your turn to receive the relief item?		Write in minutes [..]
F3	How long you had to await to your turn to receive the cash at Bank counter?		Write in minutes [..]
F4	Did you receive instructions on how to use the relief materials distributed?		1. Yes 2. No 3. Don't know
F4	Are you satisfied with the relief materials distributed by the NRCS?		1. Yes 2. No 3. Moderately satisfied
F5	Has your attitude towards NRCS changed after relief distribution?	If 1, go to F7	1. Positively changed 2. No change 3. Negatively changed
F6	If not changed or negatively changed, what do you think should be improved?		Write here [..]
F7	Do you have any grievances/complaints with the distributors?	If 2, go to F9	1. Yes 2. No
F8	If yes, what is the grievances related with? <i>(Mark all that applies)</i>		1. Quality of relief materials 2. Quantity of relief materials 3. Lack of proper management while distributing 4. Behaviour of distributors 5. Lack of access to information on distribution process and materials 6. Other, please specify.....
F9	Do you know whom to ask for help or tell your problem during relief distribution?		1. Yes 2. No 3. Don't know
F10	Do you have contact number or any other access of the concerned person of NRCS for seeking advice, help or complaint?	If 2 or 3, go to F13	1. Yes 2. No 3. Don't know
F11	If yes, did you ever contact them?	If 2, go to F13	1. Yes 2. No
F12	If you contacted them, did you get any response or was your problem addressed?		1. Yes 2. No 3. Don't know
F13	Do you know any other ways to raise questions to NRCS?	If 2, go to F15	1. Yes 2. No

F14	If yes, which way do you prefer to raise your questions to NRCS?		<ol style="list-style-type: none"> 1. Asking NRCS volunteer directly 2. Going to local NRCS office 3. Call on phone 4. Writing in suggestion box 5. Sending email or SMS 6. Other, please specify.....
F15	Did any conflict arise due to relief assistance received in your home?		<ol style="list-style-type: none"> 1. Yes 2. No
F16	Did any conflict arise due to relief assistance received in your community?	If 2 or 3, go to module G	<ol style="list-style-type: none"> 1. Yes 2. No 3. Don't know
F17	If yes, what were the reasons behind the conflict?	

Module G						
Perception of beneficiaries						
To what extent do you agree or disagree with the following statements?						
		Agree	Slightly agree	Neither agree nor disagree	Slightly disagree	Disagree
G1	The behaviours of NRCS volunteers during relief material distribution was good.					
G2	The cash assistance helped to get needed goods in the household.					
G3	The relief items were useful for the family needs					
G4	The relief items were of good quality.					
G5	The relief materials reached in time from NRCS					
G6	The relief distribution process of NRCS is well organized.					
G7	NRCS representatives gave us adequate information about relief distribution process and materials.					
G8	Cash received is better than the materials received.					
G9	NRCS has prioritized women, children and vulnerable groups more for relief material distribution.					

Module H		
Shelter Construction with Technical Assistantship		
H1	Is the plan, design and construction module of the shelter suitable for you?	<ol style="list-style-type: none"> 1. Yes 2. No
H2	Was the support for transitional shelter enough for your family?	<ol style="list-style-type: none"> 1. Yes 2. No
H3	If no, how did you complete the shelter construction?	<ol style="list-style-type: none"> 1. Borrow loan 2. Get support from relatives 3. Left incomplete
H4	How effective do you feel the socio- technical assistantship /day to day technical guidance that NRCS?	<ol style="list-style-type: none"> 1. Very effective 2. Effective 3. Not effective
H5	Is the PASSA group formation and use in making shelter was effective?	<ol style="list-style-type: none"> 1. Very effective 2. Effective 3. Not effective

ANNEX 3: Checklist for KII

Post Distribution Monitoring (PDM) for Doti Earthquake Response, IFRC Far-Western Province, Nepal Interview Number

[Please print this form and use this for each KII. The information collected have to be sent to the Team Leader within 2 working days in world format. All responses are mandatory. Print both sides of this checklist]

Preparation: Please introduce yourself and share the background and objectives of this interview. Make comfortable environments for the interview taking consent of key informant. Be humble, remember IFRC's Code of Conduct.

Date of Interview:/...../2023 **Place of Interview:**

Name	Position	District	Local Level

Key PDM Driving Questions

1. Background of the Doti-Earthquake 2022

a. How did the earthquake impact to the communities. *[Note: a brief talk to familiarize with the following specific question]*

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—

b. How was the humanitarian response? How was humanitarian agency's support? How about NRCS's involvement in this response operations? Please tell about the coordination of NRCS for this disaster response.

—

—

—

2. Targeting and Selection of Beneficiaries

a. How were the beneficiaries targeted? How were they selected? Have you (the institution) been involved in this process? Who developed the final list of beneficiaries? What was the role of NRCS in this process? *[beneficiary targeting, election criteria, coordination, one-door approach]*

—

—

c. Has this project been able to select the most vulnerable group of people (such as people affected by disasters, elderly people, economically poor families, pregnant women, lactating mothers etc.)? What is the learning from the beneficiary selection process? *[Satisfaction on beneficiary selection, best practices, areas of improvement]*

—

—

—

d. What are key recommendations for the overall improvements in beneficiary selection? *[if any]*

1._

2._

3. Timeliness of humanitarian assistance and accessibility?

a. Did the response operations (distribution) take place in the right time as expected by the people and the Local Governments?

—

—

b. What are the best practices on timeliness of humanitarian assistance that would be helpful for other similar interventions? *[take at least 1]*

—

-
- c. Was distribution of relief items accessible to the disaster affected people? How were the distribution sites selected and managed? How was the cash distribution process decided? How was the size of cash determined (if the respondent knows)?
-
-
- d. What are key recommendations for improvement? *[if any]*
-
-
4. **Quality and quantity of distributed humanitarian assistance?** *[Cash and In-Kind assistance]*
- a. **What is your opinion on the quality of winterization items (tarpaulin, blankets), dignity kits and awareness raising activities?**
 Excellent [] Very Good [] Good [] Average [] Poor Quality []
 (Ask for reason): -----
- b. **Was the package provided (cash and in-kind) of enough amount to complete the shelter construction?** *[size, volume, amount etc.]*
 Yes [] No [] *[ask for reason]*
-
5. **Conditionality and Restrictions of CVA**
- a. **What were the conditions to qualify beneficiaries for the assistance? How were they qualified for second installment for conditional cash assistance?** *[if the respondent is unfamiliar, please go for succeeding question]*
-
-
- b. **Were there any restrictions to use the cash provided to the beneficiaries under several schemes?**
-
-
6. **Utilization and beneficiary's satisfaction**
- a. **Have the beneficiaries utilized the assistance including the cash as per the objectives?**
-
- b. **Are the beneficiaries satisfied with this assistance?**
 Highly Satisfied [] Well Satisfied [] Moderately Satisfied [] Average [] Not Satisfied []
Please ask for the reason:
7. **What is your opinion on cash modality?** *[CVA perception, Opinion]*
8. **Key takeaway notes from this management and distribution process** *[best approach, practices etc.]*
9. **Key recommendations**
-
- Conclude with Thanks.** *[thanks for interview]*
If there is any other information that is worth documenting, please write here:
-

ANNEX 4: Checklist and Guidance for FGD

During the Post Distribution Monitoring (PDM), Focus Group Discussion (FGD) of the beneficiaries will support to evident the common perceptions and opinions in the appropriateness, timeliness, quality, usefulness and the effectiveness of the assistance provided including the efficiency and effectiveness of the process adopted. It is also a key tool to triangulate the information collected through the HH survey. For these reasons, FGD is going to be carried out during the PDM survey.

Tentative number of the participants will be 12 in a FGD and at least two FGDs will be carried out in a district giving priorities to those Local Levels where the beneficiary's number is relatively higher. There will be 8 FGDs conducted through this PDM. FGDs will also assist to identify the potential case stories which will be followed by the PDM team. **Use your Note Book for documenting outcome of this meeting.**

FGD Participant's Details

District	Name of Local Level	Ward #	Name of Community	Total Participants

Date	# of Male	# of Female	# of Others	Total	# of Dalit	# of Janajati	# of Other	# of PWD	# of Special Vulnerable People

<10 Years age group	Between 10 to 20 Years age group	Between 20 to 50 Years age group	>50 Years of age group	Elderly People

Introduction

Namaste! My name is [...]. I work for [...]. Today, we are conducting this group discussion with you which is a part of Post Distribution Monitoring Survey with support from the International Federation of Red Cross and Red Crescent Society. I will facilitate this meeting and will ask some questions to you all here about the relief assistance with supports from Nepal Red Cross Society after the recent earthquake in your community. Your answers, opinions and perceptions will help us identify the lessons learn and recommendations for making future relief and response operations even better. It should take around one hour to conduct this discussion. This information collected here will be representative of the group, not the individual's opinion. Our volunteer enumerators may ask you individually for a detailed information.

Consent taking

I may take some group pictures for this study purpose if you authorize me to take. Shall we begin the discussion with your permission?

..... [Signature of the interviewer]

Note 1: Please start with the questions listed in other side of this page. Simplify the questions in your own ways instead of reading the questions one by one. Don't forget to cover all questions.

Note 2: Collect beneficiary of same category of relief they received. Such as group of beneficiaries who received shelter assistance and MPC grants aimed for PGI, or one group of only MPC grant aimed at shelter etc.

Get a brief information of the situation of the earthquake and how they were affected to familiarizes participants with the following questions.

- Did you receive the relief supports from Nepal Red-Cross Society?
 Yes _____ No _____
 [Also ask how many of them have not received. Please ask for those who received the assistance to tell the items they have received. Validate the information by the group.]
- Do you know how you were chosen for this assistance?
 Yes [how?.....]
 No [why?.....]

3. What types of assistance did you receive?
List down here and do remind if they miss to tell any assistance they received)
[.....]
 4. Do you think the supports you got was in a right and appropriate time?
Yes [write the opinion]
No...[write the opinion]
 5. Did you also receive the Cash? (They may have already mentioned in Q3. You can detail here)
If yes, how much?
How did you receive? Bank transfer or other ways?
5.a Good aspects of receiving cash assistance. *[write key aspects that the beneficiary's liked the most, the ripple impacts, local economy and inputs in local market, positive impacts on the HHs economy etc.]*
5.b Any negative aspects of receiving cash. *[write some areas of improvement, some lesson learned with amount size, AOI related to cash assistance]*
 6. Do you think the support was very useful for you and your family?
Try to bring the level of usefulness.
 7. What is your opinion about the quality of the support? [for NFI/Winterization]
 8. Make a tentative score card of Level of Satisfaction between 1 being the least satisfied and 5 being the most satisfied
- | | | | | |
|--------------|-----------|------------|---------|-------------|
| 1: The Least | 2: Poorly | 3: Average | 4: Good | 5: The most |
|--------------|-----------|------------|---------|-------------|
9. What do you want to say to IFRC and NRCS? (List down any 5 Recommendations)
1. .. 2. .. 3. .. 4. .. 5. ..
 10. Ask about their familiarity of the NRCS and their work.
 11. Have you received any orientation about the distribution of cash support? Also link this question with the Community Participation and Feedback Mechanism.
 12. Please ask for participants' opinion on cash on bank transfer modality and their opinion on if there could have been better option for them.
 13. Keep a record of any other discussion and issues or opportunities that are relevant for this PDM.
Conclude the meeting with thank giving. Take a Group Picture taking consent of participants.

ANNEX 5: Contingency Planning and Code of Conduct

Center for Sustainable Development Studies Pvt. Ltd. is concerned with accomplishing any research studies in agreed time frame, and therefore, has set up its contingency plan to make immediate decisions and take actions so as to protect the originality and quality of any such deliverables. CSDS has pool of thematic experts and a roster of highly experienced and capable human resource to be deployed in case any proposed team member is unable to deliver outputs in due course of assignment.

For data management and protection, data back-up system is developed and most of the desk works are saved in back-up system so as to minimize data loss in case of loss or damage of equipment such as laptops, tablets etc.

Ethical consideration:

The PDM research team has assured to respect the seven Fundamental Principles of the Red Cross and Red Crescent: 1) humanity, 2) impartiality, 3) neutrality, 4) independence, 5) voluntary service, 6) unity, and 7) universality during the PDM process.

The team members have read, understood and agreed to apply in action the Child Protection Policy, the IFRC Code of Conduct, and the PSEA Policy.

The PDM team is aware of the accountability compliance that the following ethical considerations have been observed throughout planning and execution of the evaluation and during documentation and presentation of the findings:

- The process at any point will ensure ‘Do No Harm’ principle. This will not only relate to physical consideration but also emotional and contextual considerations that might affect the well-being or social position of the participating individuals.
- Information at all levels will be confidential in nature and the analysis will be done based on blinding of the characters and context; as much as possible.
- Each person involved and the participating stakeholders will be completely briefed about the purpose of the process and the expected end products, with all the mediums to be used for documentation and presentation of the same.
- Any photograph and contextual information (name, household information, history, locality name, municipality, ward name etc.) will only be published if all the participating members endorse the process and allow publication of the same in totality.
- Any health or social status of the interviewed individuals will not be revealed with his/ her real name on it and without consent.
- The data and information collected will be triangulated in totality before publishing and the same will be done for all the secondary information received.
- In case of the case study and monographs, the consultant will use caution to present the cases with dignity and without any personal judgment and bias.
- The findings, case studies, photographs, process highlights, and recommendations will be shared with the NRCS and IFRC Nepal CD and its members at Kathmandu, before finalizing the document for publication.
- The consultant will not have any personal and patent rights over the raw and refined data and the end-product of this process.
- In case the author wishes to use the unpublished datasets or information, from this assessment; (s)he/they must seek principal approval from IFRC.
- The consultant is not authorized to promise a service or provide solution for any expressed problems. Though (s)he may document the same and make it available to the NRCS and IFRC.
- Complete orientation of the government laws and policies will be pivotal and at any point the consultant must respect and adhere to the local laws and policies.

ANNEX 6: Training Schedule of the PDM Survey for Enumerators

Expected Total Participants: 24

Participating agencies/organizations: Enumerators, NRCS, IFRC and PDM Survey Team

Time	Day 1 (Friday, 12 May, 2023)	Day 2 (Saturday, 13 May 2023)
9:00 – 11:00	Session 1: (9:00-10:00): Introductory Section (NRCS/IFRC) <ul style="list-style-type: none"> ➤ Welcome and Introduction ➤ Objective sharing Session 2: (10:00-11:00): Background of Doti Earthquake and its Humanitarian Response (NRCS)	Session 9: (9:00-10:00): Review of the PDM Process (Binod Ghimire) Session 10: (10:00-11:00): Sample Distribution and Responsibility division among the Enumerators. Communication Tree and Movement Plan. (Prakash Rai)
11:00 – 12:00	Session 3: Post Distribution Monitoring (PDM): The introduction of PDM, its objectives and its scope (Binod Ghimire) Session 4: Code of Conduct for PDM and other surveys (KII, FGD, Timeline Exercises); and other Safeguarding Protocols (Binod Ghimire)	- Team mobilized for PDM at nearby disaster affected communities. Survey with KOBO will be tested with real beneficiaries for learning propose.

12:00-13:00	Lunch Break	Lunch Break
13:00– 14:00	Session 5 (A): KOBO based PDM Questionnaire survey piloting, A “Desk Simulation Exercise” (Binod Ghimire) Session 5 (B): KOBO based PDM Questionnaire survey piloting, Compatibility Check, Correction, Flow-Monitoring of “Desk Simulation Exercise” (Prakash Rai)	- Team mobilized for PDM at nearby disaster affected communities. Survey with KOBO will be tested with real beneficiaries for learning propose.
14:00 – 15:00	Session 6 (A) (14:00-14:30): Review of the Process in Panel Discussions (Raj Kumar Pariyar) Session 6 (B) (14:30-15:00): Review of the Process in GESI perspective (Menuka Basnet Bisht)	Team mobilized for PDM at nearby disaster affected communities. Survey with KOBO will be tested with real beneficiaries for learning propose. - NRCS
15:00-16:00	Session 7 (A): KII “Desk Simulation Exercise” (Prakash Rai/Menuka Basnet Bisht) Session 7 (B): Review of KII “Desk Simulation Exercise” (Binod Ghimire)	Learning Sharing from the Real Time Practical Exercise of KOBO based survey by four groups of enumerators. - Binod Ghimire
16:00-17:00	Session 8 (A): FGD “Desk Simulation Exercise” (Raj Kumar Pariyar/Menuka Basnet Bisht) Session 8 (B): Review of FGD “Desk Simulation Exercise” (Binod Ghimire); Closing of the Day	Timeline Exercise Process Orientation to PDM Team - Binod Ghimire Closing of the Training with Logistics announcement

The PDM Team

