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ETHIOPIA
EMERGENCY SHELTER & NFI CLUSTER
Coordinating Humanitarian Shelter and Settlements

Ethiopia ES/NFI Cluster National Guideline for Shelter Repair in Return Context (Version-5)

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www.sheltercluster.org

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Acronyms

ES/NFI	Emergency Shelter and Non-Food Item
ESRK	Emergency Shelter Repair Kit
HLP	Housing, Land, and Property
IDP	Internally Displaced Person
BoQ	Bill of Quantities

Introduction

This National Repair Minimum Package and Guideline provides a harmonized framework for the design and implementation of emergency shelter repair and reconstruction support in Ethiopia. Developed by the Ethiopia ES/NFI Cluster, the guideline aims to support humanitarian partners in delivering timely, appropriate, and accountable shelter repair assistance to households affected by conflict or disasters.

The document outlines the minimum technical specifications, material packages, targeting criteria, and delivery modalities for supporting shelters that are either partially or fully damaged. It promotes a conflict-sensitive, inclusive, and needs-based approach that prioritizes safety, dignity, and participation with particular attention to vulnerable groups, including persons with disabilities, female-headed households, and older persons.

This national guidance is applicable in regions where context-specific shelter repair guidelines do not yet exist. It is particularly relevant for interventions in areas outside of Afar, Amhara, and Tigray, where regional-specific repair frameworks have already been developed. In such regions, this national standard serves as the default reference to ensure alignment with SPHERE standards, inter-agency coordination, and equitable assistance across the country.

By providing a standardized package and methodology, this guideline supports effective Planning resource allocation, and monitoring for shelter repair responses, helping to promote durable solutions, social cohesion, and community resilience in recovery contexts.

This guideline also promotes the integration of climate appropriate and environmentally responsible repair and return solutions to ensure long-term sustainability and reduce the environmental footprint of shelter responses.

Why This Guideline Was Revised

This fifth version of the National Repair Kit Guideline reflects key operational updates and partner feedback to improve relevance and effectiveness. Major changes include:

- **Cost revisions** based on the February 2025 local market analysis, following the new government exchange rate policy, to ensure that the package remains accurate and implementable.
- Introduction of **inclusive shelter kits** for older persons, persons with disabilities, and individuals with chronic illnesses, addressing accessibility, safety, and support needs.
- Enhanced integration of **cross-cutting themes**, including environmental sustainability, protection, gender inclusion, and Accountability to Affected Populations.

These updates ensure the guideline remains a practical and inclusive tool for effective shelter repair programming in diverse and evolving contexts.



Photo: ES/NFI Cluster

Guidance Notes and Principles

Key Guidance for Shelter Repair

Not for Rebuilding Entire Homes

The repair kits are designed for **emergency repairs**, not full reconstruction. They are **not substitutes** for **property compensation** or legal restitution.

Focus on Main Shelters Only

Support targets the **primary residence** of the household, not kitchens, latrines, or additional rooms.

Partial Damage Matters, Too

Although priority is given to fully damaged shelters, partially damaged shelters, especially those with missing or looted roofs, should be supported.

Verification Required

All interventions must be preceded by **house-to-house verification** and damage classification using the **standard ES/NFI Kobo tool**, which assesses structural condition, size, and level of damage.

Use SPHERE-Aligned Standards

The minimum quantities and materials are based on **SPHERE standards**. Assistance should aim to make shelters **safe, private, and weather-resistant**, rather than restoring them to their pre-crisis size or quality.

Principles of Implementation

Do No Harm

- Shelter interventions must avoid exacerbating conflict, exposing people to GBV risks, or increasing environmental degradation.
- Responses should be conflict-sensitive, guided by local dynamics, and planned in consultation with the community to minimize the risk of triggering tensions.

Inclusion

- Ensure the meaningful participation of persons with disabilities, female-headed households, older persons, and other vulnerable groups throughout the project cycle.
- Actively address barriers to access, whether physical, cultural, or informational, to promote inclusive and equitable shelter assistance.

Accountability

- Ensure transparent communication with communities about selection criteria, entitlements, and available feedback or complaint mechanisms.
- Establish and respond to feedback channels to remain accountable to affected populations, donors, and government authorities throughout the response.

Targeting and Verification

Shelter repair assistance should prioritize **returnee households** who have returned within the last **six months**, whose shelters are **fully or partially damaged**, and who **lack the means** to rebuild on their own. At least **15% of the caseload** should also include **non-displaced households** in the same areas with similar shelter damage, to promote **social cohesion**. Special attention should be given to **vulnerable groups**, including **persons with disabilities, female-headed households, and older persons**.

During **registration**, partners must collect information on **sex, age, disability, and vulnerability** to ensure assistance is **inclusive and equitable**. This data also supports better targeting, monitoring, and reporting.

After selection, partners are required to conduct **house-to-house verification** using the **ES/NFI Cluster Kobo tool**. The tool captures details on **shelter condition, damage level, household size, and livelihoods**, ensuring accurate assessment and effective resource use.

Response Approach and Modality of the Assistance

This section outlines the recommended approaches for delivering emergency shelter repair assistance in a way that is **community-driven**, **climate-appropriate**, and **environmentally responsible**.



Community Participation and Engagement

Strong community engagement is essential to ensure the effectiveness and acceptance of the shelter response. Partners must involve affected populations at every stage to build trust and ownership.

- Utilize existing local structures, such as IDPs and community leaders, women's groups, and religious leaders, to facilitate engagement.
- Coordinate closely with local authorities at all administrative levels to align priorities and avoid duplication.
- Facilitate inclusive consultations that ensure the participation of women, persons with disabilities, and other marginalized groups.
- Recognize and leverage the existing capacities of conflict-affected communities to enhance local ownership and sustainability.



Modality of Assistance: Cash or In-Kind

Choosing the proper assistance modality is essential to delivering timely, cost-effective, and appropriate shelter support. Decisions must be based on context, market functionality, and security considerations.

- Use **cash-based assistance** where shelter materials are **available in local markets** and can be safely accessed by beneficiaries.
- Opt for **in-kind assistance** where markets are weak, materials are unavailable, or the security context prevents safe access.
- Conduct **market assessments** to determine feasibility and monitor **price fluctuations** during the project.
- Apply **phased disbursement** to ensure cash or in-kind items are used as intended and construction progresses accordingly.
- Consider **vouchers or vendor agreements** to maintain quality and reduce the risk of diversion or misuse.



Grouping Households

Household grouping enhances collaboration, resource sharing, and social cohesion, especially in **conflict-affected areas**. Grouping helps streamline implementation and monitoring while building solidarity.

- Form groups of **5 to 10 households** based on proximity, damage levels, and community practices.
- Enable groups to **share tools, local materials, and labor**, improving efficiency and reducing duplication.
- Promote group support for **vulnerable households**, including those headed by women, older persons, or persons with disabilities.
- Establish simple group-level conditions (e.g., all members must **complete Phase One** before receiving Phase Two support).



Use of Local Materials and Labor

Incorporating climate-appropriate design and local resources into shelter repair enhances sustainability, **reduces costs**, and **promotes community ownership**. Materials and techniques should be adapted to the local context, such as well-ventilated designs in hot lowland areas and insulated materials in highland climates.

- Promote the use of **locally available and traditional materials**, such as mud, stone, and treated eucalyptus poles.
- Ensure that material sourcing is **environmentally responsible**, avoiding deforestation and minimizing damage to quarries or water sources.
- Engage **local labor**, including both skilled and unskilled workers, to support recovery efforts, boost local economies, and promote knowledge sharing.
- Encourage **community mutual aid mechanisms** to assist vulnerable households who may not have the capacity to undertake repairs on their own.

Implementation Considerations



Planning

Partners should coordinate with the subnational ES/NFI Cluster or Area-Based Coordination when planning interventions to identify priority areas and avoid duplication. Limited resources must be targeted to those most in need.



Procurement

All items must meet the Cluster's minimum specifications. Higher-quality items are acceptable (e.g., CGI thicker than G-32), but substituting lower-quality materials is not permitted. Uniformity across implementing agencies ensures equity and Accountability.



Implementation

Partners can choose the modality recommended in this guidance note, taking into account the specific conditions in their intervention area, donor or grant guidelines, and the appropriateness of each approach.



Monitoring & Evaluation

Post-distribution or post-construction monitoring is essential. The Cluster's standardized monitoring tools should be used to evaluate effectiveness, identify gaps, and adjust future programming accordingly.

Increasing Sustainability and Cross-Cutting Themes



Durable Solutions

Promote long-term recovery and reduce dependency by coordinating with other sectors and supporting intersectoral approaches to resilience and recovery.



Use of Local Resources

- Maximize the use of locally available construction materials (stone, mud, wood) to supplement the repair kit.
- Employ local labor (skilled and unskilled) to foster community cooperation, speed up implementation, and support local economies.



Environmental Responsibility

- To make sure construction activities avoid environmental degradation, all sourcing should align with national environmental protection policies. please check [Annex2](#).



Inclusion and Protection

- Repair activities must be inclusive of all genders, ages, and persons with disabilities at all stages.
- Avoid creating environments that expose people to violence, exploitation, or rights violations.
- Safeguard the affected population's ability for self-protection and support existing community coping mechanisms.
- Prevent coercion or practices that compromise dignity or safety of the affected population.



Photo: Vison Ethiopia

Level of Damage

The level of shelter damage must be determined during house-to-house verification and used to guide the type of assistance provided — either full or partial repair support.

Fully Damaged

A fully damaged shelter refers to a structure that is no longer safe or habitable due to the complete failure or loss of critical components, such as walls, roofing, or structural supports. These shelters have lost their structural integrity and cannot safely accommodate people, requiring substantial reconstruction to restore habitability.



Shelters that are visibly leaning, cracked, or at imminent risk of collapse are also considered damaged. Households in this category may be eligible for the full repair kit if they meet the vulnerability and targeting criteria outlined in the guidance.

Partially Damaged

A partially damaged shelter, on the other hand, refers to a home that remains structurally sound but has sustained damage that compromises safety, dignity, or habitability. These may include shelters with missing or looted roofing sheets, partially eroded walls, or previously repaired homes where the quality of materials used was inadequate.



The shelter remains structurally sound, but it has sustained damage that affects its habitability. In many cases, the walls are either missing or incomplete, compromising privacy and protection. In other instances, the roofing may be partially absent. While the core structure is stable and safe, the absence of key components, such as walls or roofing, makes the shelter inadequate for safe and dignified living until it is repaired.

**Minimum Package for Emergency
Assistance
(For Fully and Partially Damaged
Shelters)**

Response Approach and Technical Support

How we provide intervention and interact with the community is as important as the kit's contents. Assisting in phases with conditions can improve success and encourage recipients to use the kit as intended. The table below shows the recommended three phases and conditions. Clear communication with the community on selection criteria and the expectations from the community side is also essential.

IN-KIND



Phased Distribution of Shelter Repair Assistance

Phase	What is Provided	Conditions for Distribution
Phase 1	Tools (shared by Group) Nails Eucalyptus poles 50% of the cash grant	Verified list of targeted beneficiaries HLP due diligence completed
Phase 2	CGI sheets Fixtures (e.g., locks, hinges)	At least 75% of the Group has begun repair work
Phase 3	Remaining cash Final construction items (doors, windows)	Roofing, doors, and windows are fully installed



Notes

- Phased support ensures responsible use and encourages community-level Progress.
- Group-based monitoring promotes peer accountability and boosts completion rates.
- HLP due diligence in Phase 1 helps ensure tenure security before material investment.

CASH



Phased Cash Distribution for Shelter Repair Assistance

Installment	Cash Disbursed (%)	Conditions for Distribution
1st Installment	50% (to purchase eucalyptus poles, tools, and nails)	Verified list of targeted beneficiaries completed Formation of household groups (5–10 HHs) Basic site clearing and preparatory work initiated
2nd Installment	30% (for purchase of structural materials or support for framing)	The structural frame must be completed Progress verified for each group or household
3rd Installment	20% (final Cash to support Roofing and finishing)	Roofing and walling must be completed Door and window installation finalized



Key Considerations

- The phased approach ensures responsible use of funds and encourages timely shelter progress.
- Technical monitoring and Verification are essential before each installment is released.
- Adjust cash values based on market assessments and transport costs.
- Where feasible, consider combining with voucher or in-kind support for quality control.

Emergency Shelter Repair Kit - Quantity of Materials and Response Modalities

a) For Fully Damaged Shelters

I. Standard Emergency Shelter Repair Kit (ESRK)

The ES/NFI Cluster has developed three standard emergency shelter repair kits designed to meet **minimum humanitarian standards** for fully damaged shelters. These kits are designed to offer flexibility, tailored to the implementation context and the needs of the beneficiary. Two kit types are presented:

- **In-Kind + Cash:** Combines direct material distribution with cash for components that can be sourced locally.
- **Fully Cash-Based:** Provides households with a full cash transfer equivalent to the estimated Bill of Quantities (BoQ) value, enabling them to purchase all required materials directly from the market.

The recommended modality is self-construction for the general target population. Partners are encouraged to construct demonstration shelters for older persons and persons with disabilities. These serve to promote Build Back Better principles and address physical or social barriers these groups may face during construction. Material quantities are based on minimum standards and take into account the use of salvaged materials such as CGI sheets and eucalyptus poles from damaged shelters.

Cost estimates reflect local market prices as of February 2025 and are subject to revision as market conditions evolve. The BoQ presented below is a starting point. Partners are encouraged to adjust the type and quantity of materials based on the actual level of damage to the shelter. Providing fewer materials to those with minimal damage and more to those with greater damage is acceptable, as long as the total assistance remains within the standard cost ceiling and maintains fairness across targeted households.

TYPE 1) IN-KIND + CASH

Bill of Quantity

Description	Specification	Unit	Quantity
Iron sheet	Gauge 32 1.83m x 0.92m, zinc coated, hot-dip galvanized, thickness > 0.34mm, minimum weight 4kg (gov stamp)	Pc	12
Locking system	Gate latch- 10" (lock that can take a padlock)	Pc	1
Internal door lock	Tower bolt cm 10"	Pc	1
Internal window lock	Tower bolt cm 5"	Pc	1
Door T- Hinge	6" Stainless steel, zinc-plated or black powder-coated finish, fixed pin, countersunk screw holes, medium-duty use, for wooden or metal doors.	Pc	2
Window T- Hinge	4" Stainless steel, zinc-plated or black powder-coated finish, fixed pin, countersunk screw holes, medium-duty use, for wooden or metal doors.	Pc	2
Nail No. 12	Flat, smooth, circular head, plain, round shank, and diamond point, galvanized iron	Kg	2
Nail No. 10	Flat, smooth, circular head, plain, round shank, and diamond point, galvanized iron	Kg	2
Nail No. 8	Flat, smooth, circular head, plain, round shank, and diamond point, galvanized iron	Kg	2
Roofing nail	Minimum 20 mm head diameter, 75 x 3.6 Mm shank, spiral rolled or twisted shank, galvanized iron	Kg	1.5
Cash will cover wooden poles, local materials and labor cost		USD	\$120



Estimated Cost

The estimated cost of the ESRK in-kind + cash, including 15% contingency to account for price fluctuations, is **USD 270**. The Cluster further recommends adding 45% to cover operational, support, and other related costs.

TYPE 2) CASH

This kit modality is designed for implementation contexts where local markets are functional and materials are readily available. Instead of receiving materials in-kind, beneficiaries receive the full estimated value in cash to purchase all required items themselves.

- The cash amount is based on the total cost of materials listed in the standard BoQ for fully damaged shelters.
- This approach enhances flexibility and dignity, enabling households to choose materials according to their preferences and specific shelter needs.

This modality is particularly recommended in areas with secure access, active market systems, and clear accountability frameworks in place.

Estimated Cost

The estimated cost of the ESRK in cash, including 15% contingency to account for price fluctuations, is **USD 270**. The Cluster further recommends adding 40% to cover operational, support, and other related costs.

II. Inclusive Emergency Shelter Repair Kit (ESRK)- for Fully Damaged Shelters

The ES/NFI Cluster encourages partners to construct inclusive shelters for returnees whose homes are fully damaged and who face specific vulnerabilities, such as older persons, persons with disabilities, or individuals with chronic illnesses. Wherever feasible, these households should be supported through direct shelter construction using inclusive designs that address mobility, protection, and accessibility needs. Partners are also advised to use these shelters, especially those built for persons with disabilities, as demonstration shelters, showcasing Build Back Better principles and providing practical guidance for group-based self-construction and inclusive design.

In situations where construction is not feasible due to access, security, or other operational constraints, an inclusive shelter repair kit may be provided. This consists of the standard BoQ for fully damaged shelters, plus an additional **\$260** cash top-up to enable households to hire local labor, purchase accessibility-enhancing items (e.g., ramps, wider doors), and make context-specific adjustments to improve safety and dignity. This inclusive approach helps ensure that no one is left behind and that the most vulnerable returnees receive equitable support in their recovery.

Estimated Cost

The estimated cost of the inclusive ESRK in-kind + cash, including 15% contingency to account for price fluctuations, is **USD 410**. The Cluster further recommends adding 45% to cover operational, support, and other related costs.



Photo: ES/NFI Cluster

b) For Partially Damaged Shelters

I. Standard Emergency Shelter Repair Kit- for Partially Damaged

This kit targets returnees and other crisis-affected households whose shelters are **partially damaged** but remain structurally sound. Typical cases include looted roofs, damaged openings, or weakened walls that do not compromise the shelter's core integrity.

To support these households, the Cluster provides a **Partially Damaged Shelter Repair Kit** through two modalities:

- **In-kind + Cash:** Partners provide basic materials (e.g., CGI sheets, nails) alongside a cash component to cover local procurement or minor adaptations.
- **Fully Cash-Based:** Cash equivalent to the estimated cost is provided, allowing households to procure all materials and services themselves.

This assistance is delivered following the **phased approach**, ensuring:

- Support aligns with the actual repair timeline and market availability
- Flexibility to adjust Cash or in-kind components in each phase
- Opportunities to verify use, progress, and quality before the next phase release

The recommended modality is self-repair, supported by partner technical teams. Material quantities and transfer values should reflect the extent of damage, not exceed ceiling limits, and encourage the use of salvaged materials where appropriate.

TYPE 1) IN-KIND + CASH

Bill of Quantity

Description	Specification	Unit	Quantity
Iron sheet	Gauge 32 1.83m x 0.92m, zinc coated, hot-dip galvanized, thickness > 0.34mm, minimum weight 4kg (gov stamp)	Pc	5
Locking system	Gate latch- 10" (lock that can take a padlock)	Pc	1
Internal door lock	Tower bolt cm 10"	Pc	1
Internal window lock	Tower bolt cm 5"	Pc	1
Door T- Hinge 6"	6" Stainless steel, zinc-plated or black powder-coated finish, fixed pin, countersunk screw holes, medium-duty use, for wooden or metal doors	Pc	2
Window T- Hinge 4"	4" Stainless steel, zinc-plated or black powder-coated finish, fixed pin, countersunk screw holes, medium-duty use, for wooden or metal doors	Pc	2
Nail No. 12	Flat, smooth, circular head, plain, round shank, and diamond point, galvanized iron	Kg	1
Nail No. 10	Flat, smooth, circular head, plain, round shank, and diamond point, galvanized iron	Kg	1
Nail No. 8	Flat, smooth, circular head, plain, round shank, and diamond point, galvanized iron	Kg	1
Roofing nail	Minimum 20 mm head diameter, 75 x 3.6 Mm shank, spiral rolled or twisted shank, galvanized iron	Kg	1
Cash for labor and or local materials		USD	\$50



Estimated Cost

The estimated cost of the ESRK in-kind + cash for partially damaged shelter, including 15% contingency to account for price fluctuations, is **USD 120**. The Cluster further recommends adding 45% to cover operational, support, and other related costs.

TYPE 2) CASH

For partially damaged shelters, the standard cash modality provides phased financial support to cover repair needs. The transfer amount should reflect the level of damage and be subject to local market conditions, allowing households to procure materials directly. This approach promotes flexibility, dignity, and efficient recovery while ensuring resources are used appropriately.



Estimated Cost

The estimated cost of the ESRK in cash for partially damaged shelter, including 15% contingency to account for price fluctuations, is **USD 120**. The Cluster further recommends adding 40% to cover operational, support, and other related costs.

II. Inclusive Emergency Shelter Kit– for Partially Damaged Shelters

For partially damaged shelters, the recommended approach is for partners to rehabilitate the shelters directly. Where this is not feasible, a repair kit may be provided using a combined in-kind and cash modality. The kit follows the standard BoQ for partially damaged shelters, with an additional **\$135** cash top-up to enable households to procure local materials, cover labor costs, and address minor improvements that enhance accessibility and habitability. A fully cash-based modality is not applied for this category.



Estimated Cost

The estimated cost of the ESRK in cash for a partially damaged shelter, including 15% contingency to account for price fluctuations, is **USD 205**. The Cluster further recommends adding 40% to cover operational, support, and other related costs.

Shelter Tool Kit

In locations where people are grouped and the level of shelter damage is very high, the Shelter Tool Kit will be provided to groups of 5 to 10 households. Grouping is based on the beneficiaries' own choice, considering factors such as proximity, existing social ties, and community grouping practices. Beneficiaries will decide with whom they are grouped, and this grouping must be done with full and informed consent.

Items	Unit	Quantity	Specification
Claw hammer	Pc	1	High carbon steel head with claw and flat side 750g carpenter's hammer with steel head and dry wooden handle. It has one flat side and one claw side. Handle: free from chips, rough surfaces holes, or knots. Dry, strong, and flexible wood.
Shovel	Pc	1	Round point with y handle. Head, pressed carbon steel; handle, dry wood handle length: min 1m. Head dimensions: min 295 x 225 mm corrosion protection: black paint. Handle: no chips, rough surfaces, holes, or knots. Smooth, polished, varnished surface. Dry, strong, and flexible wood. Weight: 1kg ±50g, without the handle.
Handsaw	Pc	1	Min 400-450mm blade, lacquered. Length: min 550mm ±50mm Blade thickness: 1mm ±0.5mm, protected against corrosion, with 7 teeth per inch. Handle: Wooden dismountable handle, minimum 3 fixations, polished varnish hardwood, large 85x35mm opening for hand comfort when wearing gloves with blade protection.
Pliers, with wire cutters	Pc	1	Heavy duty hot forged carbon steel side cutting pliers known as linemen pliers or side cutters; having gripping jaws, a cutting edge, and an insulating handle. Corrosion protection: special paint.
Measuring Tape	Pc	1	Flexible measuring tape, tailor type, 5m long, PVC-coated
Pickaxe	Pc	1	Average weight and suitable for digging, wooden dismountable handle, smooth surface of the handle.
Hammer (2Kg)	Pc	1	2kg hammer with convex (domed) striking faces, specially hardened and heat-treated to withstand the highest impact heavy applications. With a smooth wooden handle.



7. Annex

Annex-1 HLP Rapid Assessment Tool for Shelter Emergency Response

General Guidance

- As part of your due diligence, it is useful to conduct an “actor mapping” exercise, identifying all the authorities/actors that may be sources of information regarding land tenure. Continue to populate your “actor mapping” table with information regarding the power each actor has over land, the area of influence, and potential or assumed biases.
- It’s also useful to understand the current legal framework governing land in the specific region.
- The outcomes of each step must be recorded in a unique file referencing the land in question (your unique identifier in this assessment is the land, NOT the beneficiary).
- Pre-displacement Possession (the use of land) is your benchmark. Holding certificates is extra corroboration, but not essential.
- These steps are suggestions. Practitioners must alter, add or remove steps as they see fit.
- The objective is for the sector to agree on “what is secure enough” for a particular intervention (“type”) in a specific context. More corroboration lessens the risk, but increases the burden (in terms of time, effort, and cost). Less corroboration is faster, but it increases the risks.
- When the agreed-upon steps cannot be completed, or if, after following them, a contradiction is found, the case must be flagged. “Flagging” enables you to identify land parcels where tenure is uncertain and quickly proceed to the next case. Flagged cases should be presented to the Kebele authorities for follow-up and remedy of discrepancies. Practitioners must devise a follow-up procedure as they see fit.
- Eviction of collective sites is a protection issue, and cases must be referred to both the government (which has the primary duty of care) and the protection cluster for follow-up.

Type of Response	Protocol
Construction/Repair of individual shelter on original land parcel	<ul style="list-style-type: none"> Obtain the list of pre-displacement residents for the Woreda/Kebele. Identify the beneficiary and match with the resident list, with the support of Kebele authorities and the IDP committee. Facilitate “walk around” with assumed right-holder, validated by: <ul style="list-style-type: none"> IDP committee and Kebele authority Obtain a written statement from the identified tenure holder, Kebele/Woreda authorities, confirming positive identification <p>Potential extra steps</p> <ul style="list-style-type: none"> Draw a neighborhood map and record pre-displacement Possession, once the right-holder is identified Record the GPS coordinates of the land location and link it to the right-holder’s name <p>If incomplete OR conflicting information</p> <ul style="list-style-type: none"> Flag the case for further follow-up.
Construction/Repair of an individual shelter not on the original land parcel	<ul style="list-style-type: none"> Request the Kebele authority to identify the available land parcel Validate land availability with the Woreda authority. Corroborate the availability of the land parcel with the surrounding community (3 neighbors) Obtain a written statement from Kebele/Woreda authorities confirming land allocation to the beneficiary. Obtain a written waiver from the beneficiary acknowledging that local authorities have allocated the land and that any land disputes must be addressed with these authorities. <p>Potential extra steps</p> <ul style="list-style-type: none"> Draw a neighborhood map and record new possessions. Record the GPS coordinates of the land location and link them to the beneficiary’s name <p>If incomplete or conflicting information</p> <ul style="list-style-type: none"> Flag the case for further follow-up.
New collective site	<ul style="list-style-type: none"> Request the Kebele authority to identify available land or buildings Validate land availability with the Woreda authority Corroborate the availability of the land parcel with the surrounding community (3 neighbours) Obtain a written statement from the Kebele/Woreda authorities confirming land allocation for the new collective site. <p>Potential extra steps</p> <ul style="list-style-type: none"> Corroborate availability of land with a 1-5 network when appropriate. <p>If incomplete OR conflicting information</p> <ul style="list-style-type: none"> Flag the case for further follow-up.
Eviction of the existing collective site	<ul style="list-style-type: none"> Document the case Refer to the Government authorities for follow-up Refer to the Protection Cluster for follow-up.
Secondary occupant	<ul style="list-style-type: none"> Record the case identifying the land (map, description, address or GPS) Notify the Kebele authority. Notify the Woreda authority Notify the Zonal authority Refer the case to the Elders or Community Leaders for mediation

Annex-2 Environmental Compliance Checklist for Shelter and NFI Interventions in IDP and Returnee Settings

Purpose

The Environmental Review Checklist is intended to provide a practical tool for identifying key environmental issues across the planning, implementation, and closure of activities in IDP and returnee settings. It aims to support partners in integrating environmental considerations throughout shelter and NFI programming. This checklist is not a substitute for formal environmental assessments that may be required by donors or the Government of Ethiopia.

This checklist is a supplement to the UNHCR Site Assessment Form used in Ethiopia. While the Site Assessment Form collects broader site-level information, this tool focuses specifically on actionable environmental considerations related to IDP and returnee settings.

The UNHCR site form informs several actions outlined here, the VEHA tool (<https://veha-tool-1t5w.glide.page>), observations from field visits, stakeholder interviews, and findings from the July 2025 assessment, “Reducing the Environmental Footprint of Humanitarian Shelter Responses in Ethiopia.”

Together, these resources form a comprehensive foundation for identifying and mitigating environmental risks during planning, implementation, and decommissioning phases. Users are encouraged to reference all tools in parallel for well-informed, context-sensitive decision-making.

Key Environmental Considerations	Comments	Check if action taken
A. Assessment		
1. Has a NEAT+ environmental screening been conducted for the site prior to selection and planning?	<ul style="list-style-type: none"> NEAT+ helps identify environmental risks early and informs mitigation strategies at the planning stage. The NEAT+ Sensitivity module can be used where a specific site is known. The Rapid Environmental Impact Assessment (REA) can be used where specific locations within a disaster-affected location are not known. 	
2. Is the Regional/zonal/national government being consulted to identify any applicable environmental regulations?	<ul style="list-style-type: none"> A single consultation for a whole disaster response is sufficient. Refer to the Ethiopia Environmental Profile for additional background. 	
3. Has a local materials assessment been conducted to identify sustainable, low-impact construction inputs?	<ul style="list-style-type: none"> Supports responsible sourcing and promotes traditional or renewable options. 	
4. Have cultural practices and traditional building techniques been considered in the design and implementation?	<ul style="list-style-type: none"> Encourage vernacular approaches that are climate-adapted and accepted locally. 	
5. Has the potential impact of shelter and NFI distribution on local markets and ecosystems been assessed?	<ul style="list-style-type: none"> Prevents overexploitation of local resources and market distortion. 	
6. Assess whether any natural hazards could impact the disaster-affected area over the next 24 months.	<ul style="list-style-type: none"> Refer to the Ethiopia Environmental Profile for Woreda-level information on natural hazards. Consult with national experts on site or communal center risks. 	

7. Is the intervention located away from environmentally sensitive areas (forests, riverbanks, wetlands, etc.)?	• Prevents ecological degradation and preserves natural buffers	
8. Review the overall location, and specific shelter or communal center sites to determine if fighting has occurred in the past and whether unexploded munitions may be present.	• Locations where fighting has taken place or where unexploded munitions may be present require additional site-level reviews and special restrictions on the use of environmental resources, e.g., limiting access to forests or fields.	
9. Have disaster-affected populations and neighboring communities been consulted on potential environmental concerns related to the intervention?	• Completing the NEAT+ Sensitivity module or using the REA Community Assessment questionnaire can be used for this assessment.	
10. Are the environmental considerations documented and integrated into the project proposal or BoQs?	• Ensures accountability and application of findings in implementation.	

B. Planning

1. Have key environmental issues been identified through tools such as NEAT+, and are mitigation measures integrated into the project design	• The NEAT+ tool can be used to identify issues and solutions.	
2. Has the projected water demand over a 24-month period been technically assessed to ensure it won't lead to environmental degradation?	• This assessment can use Sphere Standards indicators and specialist guidance on expected consumption and supply assessments.	
3. Has the projected energy demand over a 24-month period been assessed for its impact on local natural resources?	• This assessment can use Sphere Standards indicators and specialist guidance on expected consumption and supply assessments.	
4. Have the potential environmental impacts of proposed livelihood activities (e.g., charcoal production, brick making) been technically assessed?	• This assessment can use Sphere Standards indicators and specialist guidance on expected consumption and supply assessments.	
5. Have the environmental implications of using local resources for shelter or infrastructure (e.g., timber, stone, soil) been technically evaluated?	• Use the NEAT+ Shelter module, market assessments (e.g., see https://policy-practice.oxfam.org/resources/emergency-market-mapping-and-analysis-toolkit-115385/) and the Shelter Methodology for the Assessment of Carbon (SMAC) (for CO ₂ generation) to assess impacts.	
6. Has a 24-month assessment of solid and liquid waste generation been conducted, and is there a management plan in place?	• These assessments can incorporate Sphere Standards indicators and specialist guidance on expected consumption and supply assessments. See the WREC Project for additional guidance.	
7. If communal shelters are used, has the environmental impact of building modifications and associated resource use been assessed?	• Use the NEAT+ Shelter module, market assessments (e.g., see https://policy-practice.oxfam.org/resources/emergency-market-mapping-and-analysis-toolkit-115385/) and the Shelter Methodology for the Assessment of Carbon (SMAC) (for CO ₂ generation) to assess impacts.	
8. Are environmental risks associated with climate hazards (e.g., droughts, floods, soil erosion) integrated into the shelter and NFI design and planning process?	• Adapt shelter strategies to local hazard profiles and climate resilience requirements.	
9. Are procurement practices aligned with environmental standards, including sourcing sustainable, durable, and recyclable materials?	• Refer to NEAT+, SMAC, and organizational policies promoting biodegradable or modular shelter components.	
10. Is there coordination with other clusters (e.g., WASH, Health, Livelihoods) to ensure integrated environmental planning and shared mitigation efforts?	• Joint planning reduces duplication and reinforces eco-responsible response strategies.	

11. Have local communities and neighboring populations been consulted on potential environmental risks or concerns?	<ul style="list-style-type: none"> Completing the NEAT+ Sensitivity module or using the REA Community Assessment questionnaire can be used for these consultations. 	
12. Develop a plan for closing sites or communal centers that includes reusing, repurposing, or recycling materials and any waste expected to remain	<ul style="list-style-type: none"> Consult Camp Closure Guidelines for guidance. Consult the R3 Working Document for guidance on reuse, repurposing, recycling and disposal. 	
13. Has an Environmental Management and Monitoring Plan (EMMP) been developed based on NEAT+, REA, SMAC, or similar assessments?	<ul style="list-style-type: none"> The EMMP identifies specific expected environmental impacts and how these impacts can be reduced through project-based interventions. 	
14. Is there a plan to track and report on key environmental indicators throughout the project lifecycle?	<ul style="list-style-type: none"> Environmental monitoring (e.g., waste generation, reuse rates, vegetation changes) strengthens accountability. 	

C. Implementation of Shelter and NFI Activities

1. Have shelter and NFI materials been selected based on their durability, reusability, and low environmental footprint?	<ul style="list-style-type: none"> Prioritize items with longer lifespans, recyclable components, or local production to reduce waste and emissions. 	
2. Is guidance provided to beneficiaries on proper use, maintenance, and eventual reuse/disposal of distributed items?	<ul style="list-style-type: none"> Instructional materials and demonstrations reduce misuse and promote safer and more sustainable practices. 	
3. Are local materials used appropriately to supplement distributed items, without contributing to environmental degradation?	<ul style="list-style-type: none"> For example, use of bamboo or treated timber must avoid illegal logging and consider resource regeneration. 	
4. Have waste reduction measures (e.g., packaging take-back, reusable bags) been implemented during distribution?	<ul style="list-style-type: none"> Work with suppliers to minimize plastic and adopt biodegradable or recyclable alternatives. 	
5. Are staff and volunteers trained on how to implement environmentally responsible shelter and NFI activities?	<ul style="list-style-type: none"> Reduces open dumping and allows materials to be repurposed or recycled when feasible. 	
6. Has a 24-month assessment of solid and liquid waste generation been conducted, and is there a management plan in place?	<ul style="list-style-type: none"> Includes awareness of risks like deforestation, drainage blocking, or unsafe disposal of materials. 	
7. Are distribution points and storage areas managed in a way that prevents environmental damage (e.g., erosion, contamination)?	<ul style="list-style-type: none"> Ensure the temporary infrastructure does not lead to land degradation or pollution. 	

D. Site/Center Closure/Decommissioning

1. Has the initial site or center closure plan been reviewed and updated based on current needs and environmental conditions?	<ul style="list-style-type: none"> Consult Camp Closure Guidelines for guidance. Consult the R3 Working Document for guidance on reuse, repurposing, recycling and disposal. 	
2. Have disaster-affected and neighboring populations been consulted on closure plans and rehabilitation options?	<ul style="list-style-type: none"> Consultations with affected and neighboring populations may indicate measures which can improve the local and overall environmental conditions when the site/center had previously operated. This can include turning the site into a park, replanting trees and vegetation, improving landscapes to reduce further hazard impacts, etc. 	
3. Has the Environmental Monitoring and Management Plan (EMMP) been revised to reflect updated closure plans and any new environmental issues identified?	<ul style="list-style-type: none"> A site or center should be rehabilitated and repairs made to a level which is at least as good as before use. Where possible, environmental issues which existed before the establishment of the site/center should be addressed and the potential for future disasters reduced. 	

Annex-3 Ethiopia Shelter and NFI Cluster Rapid Return Response Assessment Template

A. INTRODUCTION

Hello, my name is I work with community members, and we are conducting Emergency Shelter and NFI assessments to better understand the community's living conditions, concerns, and needs in this emergency, so that we know how best to respond. To this end, I would like to ask you a series of questions. Your participation is voluntary and confidential. My organization will provide feedback to you if safe to do so and let you know how the information was collected.

If you would like to provide feedback or file a complaint, please contact our organization's feedback and complaints mechanism (enter contact details).

CONSENT (read to Key Informant):

B1. Do you give your consent to participate in this survey and for us to release the information gathered in this survey to other organizations without giving your name – but only sharing your gender, age, and occupation? It is understood that in giving this consent, the information will be treated sensitively and confidentially and strictly in the interests of facilitating access to Protection or assistance.

☐ Yes

☐ No (if no, then end the interview, you cannot fill out this form without consent)

B. SURVEY DETAILS




Date of Current Assessment		d	d	/	m	m	-	y	y	Enumerator Name		
No	Name of Respondent↓	Sex↓	Organization/institution↓						Position/Title↓	Contact Details↓		
1.												
2.												
3.												
4.												
5.												

C. LOCATION DETAILS

i. Return area information				Place of displacement information			
Region				Region			
Zone				Zone			
Woreda				Woreda			
Kebele				Kebele			
(GPS) Longitude	#	#	.	#	#	#	#
(GPS) Latitude	#	#	.	#	#	#	#
Accessibility to Kebele	<input type="checkbox"/> Yes <input type="checkbox"/> No, vehicular access <input type="checkbox"/> No, because of security			Duration of displacement	<input type="checkbox"/> < 3 months <input type="checkbox"/> 6 months <input type="checkbox"/> > 6 months		
Total number of returnees (HHs)				The total number of days in displacement:			
Total number of people in the Temporary transit location (HHs)				Reason for Displacement	<input type="checkbox"/> Conflict <input type="checkbox"/> Seasonal Flood <input type="checkbox"/> Fire <input type="checkbox"/> Drought		
What is the plan for the HHs in transit?	<input type="checkbox"/> Return to homestead <input type="checkbox"/> Government to allocate land within Kebele/woreda <input type="checkbox"/> Don't know			How did you return?	By own means Government		
Ownership of land	<input type="checkbox"/> Public/Government <input type="checkbox"/> Family <input type="checkbox"/> Private <input type="checkbox"/> Unknown			During the displacement, did you receive Emergency Shelter and NFI kits or Cash?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		
				If yes, did you carry some of the non-food items?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		
				If yes, which items	<input type="checkbox"/> Tarpaulins items <input type="checkbox"/> Kitchen <input type="checkbox"/> Bedding items <input type="checkbox"/> Hygiene items		

D. POPULATION DEMOGRAPHICS (BEST ESTIMATE NUMBER OF) Estimated IDP Population on the Site

No. of Families/HHs↓	Breakdown by Age/Gender	Infants (0-4 y)	Children (5-14 y)	Youth (15-17 y)	Adults (18-59 y)	Elderly (60 +y)	TOTAL
#	Male						
	Female						
	Total						

What types of shelters are most commonly used by returnees in this location? (Check all that apply and estimate proportions if possible)	Shelter Type	Present in the Area?	Approximate % of HHs	What is the most probable climate conditions?	<input type="checkbox"/> Rain <input type="checkbox"/> Flood
	<input type="checkbox"/> Traditional tukul (mud + thatched roof)	<input type="checkbox"/> Yes / <input type="checkbox"/> No	_____ %	Are returnees in this location facing challenges related to housing, land, or property? (Check all that apply)	<input type="checkbox"/> Lack of ownership documents <input type="checkbox"/> Occupied homes by others <input type="checkbox"/> Land disputes or boundary issues <input type="checkbox"/> Destruction/damage of HLP documents <input type="checkbox"/> No major issues reported <input type="checkbox"/> Other (specify): _____
	<input type="checkbox"/> Mud wall + CGI roof	<input type="checkbox"/> Yes / <input type="checkbox"/> No	_____ %		
	<input type="checkbox"/> Adobe block construction	<input type="checkbox"/> Yes / <input type="checkbox"/> No	_____ %		
	<input type="checkbox"/> Concrete block with metal roof	<input type="checkbox"/> Yes / <input type="checkbox"/> No	_____ %		
	<input type="checkbox"/> Emergency shelter (plastic sheeting)	<input type="checkbox"/> Yes / <input type="checkbox"/> No	_____ %		
	<input type="checkbox"/> Other (specify): _____	<input type="checkbox"/> Yes / <input type="checkbox"/> No	_____ %		
What category of damage has occurred to housing in the settlement?	Minor Damaged <input type="checkbox"/>  Partially Damaged <input type="checkbox"/>  Fully Damaged <input type="checkbox"/> 			Prevalent category of Damages (Provide estimated percentage for each category; if applicable)	1 _____ % (Minor Damage) 2 _____ % (Partial Damage) 3 _____ % (Fully Damage)

G. EMERGENCY SHELTER AND NFI ASSISTANCE

Has Emergency Shelter and/or NFI Assistance been provided to the returnee population in this location?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't know
If yes, what type of assistance was provided? <i>(Select all that apply)</i> <input type="checkbox"/> Emergency Shelter and NFIs <input type="checkbox"/> Emergency Shelter only <input type="checkbox"/> NFIs only <input type="checkbox"/> I Don't Know	When was the assistance provided? <i>(Select one)</i> <input type="checkbox"/> In the last week <input type="checkbox"/> In the last month <input type="checkbox"/> In the last three months <input type="checkbox"/> In the last six months

H. MARKET

I. Market accessibility

How far (in Km) is the local market from where the IDPs settled?	Distance (in Km): _____	Is there public transport to travel to the market?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't know
What is the type of market?	<input type="checkbox"/> Small shops <input type="checkbox"/> Kebele/Woreda market <input type="checkbox"/> Zonal market	For commodities that are not available in the nearest market, where do the locals go?	Further Market name: _____
		And how far the other market from where the IDPs are?	Distance (in Km): _____
How well is this market connected to other markets?	<input type="checkbox"/> Very well connected <input type="checkbox"/> Fairly well connected <input type="checkbox"/> not connected	Where do most vendors purchase the ES/NFI that are sold in this marketplace? (Name the three main markets)	1: _____ 2: _____ 3: _____
Do IDPs have safe and free access to the marketplace?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Can IDPs access ES/NFI items in the local marketplace (if provided with money to purchase)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't know
Are all the ES/NFI ¹ provided by the cluster available in the marketplace in good quality and quantity?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Safety Are people/women and children safe?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't know

¹ Please see the specification of ESNFI kit

Item	Price	Quality of the item according to the cluster specification	Item	Price	Quality of the item according to the cluster specification
CGIs (35 gauge)		<input type="checkbox"/> Yes <input type="checkbox"/> No	Plate		<input type="checkbox"/> Yes <input type="checkbox"/> No
Wooden poles		<input type="checkbox"/> Yes <input type="checkbox"/> No	Cup		<input type="checkbox"/> Yes <input type="checkbox"/> No
Roofing nails		<input type="checkbox"/> Yes <input type="checkbox"/> No	Kettle		<input type="checkbox"/> Yes <input type="checkbox"/> No
Nails		<input type="checkbox"/> Yes <input type="checkbox"/> No	Cooking pot		<input type="checkbox"/> Yes <input type="checkbox"/> No
Tarpaulins		<input type="checkbox"/> Yes <input type="checkbox"/> No	Cooking ladle		<input type="checkbox"/> Yes <input type="checkbox"/> No
Blankets		<input type="checkbox"/> Yes <input type="checkbox"/> No	Handwashing jug and basin set		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bed mat		<input type="checkbox"/> Yes <input type="checkbox"/> No	Soap		<input type="checkbox"/> Yes <input type="checkbox"/> No
Jerry can (10L and 20L)		<input type="checkbox"/> Yes <input type="checkbox"/> No			
Cash availability					
Are there any financial institutions (such as banks or hawala) available?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't know		If the answer is "No," how far (in Km) is the nearest financial institute?		
Do all the IDPs possess a national ID card?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't know		If the answer is "No," what proportion of IDP (in %) possesses ID cards?		
Do IDPs access and use financial institutions?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't know		What three main risks do you project if IDPs are provided with money to purchase the listed ES/NFI in this marketplace on their own?	1: _____ 2: _____ 3: _____	

J. NON-FOOD ITEMS NEED

Needed NFI ↓ Note: Kitchen sets = plates, cups, cooking pot, ladle, jug/kettle
Bedding sets = sleeping mats, blankets - Hygiene kits = washing basins, jerry cans, soap

Most	<input type="checkbox"/> Kitchen sets <input type="checkbox"/> Beddings sets <input type="checkbox"/> Hygiene kits <input type="checkbox"/> Mosquito nets <input type="checkbox"/> None <input type="checkbox"/> Others, specify
2nd most	<input type="checkbox"/> Kitchen sets <input type="checkbox"/> Beddings sets <input type="checkbox"/> Hygiene kits <input type="checkbox"/> Mosquito nets <input type="checkbox"/> None <input type="checkbox"/> Others, specify
3rd most	<input type="checkbox"/> Kitchen sets <input type="checkbox"/> Beddings sets <input type="checkbox"/> Hygiene kits <input type="checkbox"/> Mosquito nets <input type="checkbox"/> None <input type="checkbox"/> Others, specify
Has the site already received a distribution of shelter kits, non-food items, or dignity kits?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't
Indicate the date of the last distributions received.	

K. ACCOUNTABILITY

1. How do you prefer to give feedback and receive information?	<input type="checkbox"/> Written (in an appropriate language). <input type="checkbox"/> Verbal announcements <input type="checkbox"/> Via community leaders <input type="checkbox"/> Through focal persons appointed by the community <input type="checkbox"/> Via community mobilizers (NGO field officers) <input type="checkbox"/> Via local authority <input type="checkbox"/> Other, please state
2. Which people or groups do you believe are the most vulnerable and should be given priority in response?	<input type="checkbox"/> Women <input type="checkbox"/> Children <input type="checkbox"/> Elderly people <input type="checkbox"/> Men <input type="checkbox"/> Teenage girls <input type="checkbox"/> People living with long-term illness or disability <input type="checkbox"/> Teenage boys <input type="checkbox"/> Other, please Specify _____

L. GENERAL OBSERVATION ON THE LIVING SITUATION OF IDPs

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www.sheltercluster.org

[www. EthiopiaESNFIClusterResources.com](http://www.EthiopiaESNFIClusterResources.com)

