

**INTERMEDIATE SHELTER:
Tsunami Rehabilitation Operations
GO – NGO PARTNERSHIP
A & N Islands**

Minutes of the Meeting Held with
Mr. Naresh Kumar, Commissioner and Secretary: Shipping & Housing – A & N Islands:
16 February, 05 – 12.45 p.m.

A meeting was held with Mr. Naresh Kumar, Commissioner cum Secretary: Shipping & Housing (Administration of A & N Islands) on 16th Feb' 2005 at 12.45 pm in which the NGOs who have pledged to collaborate with A & N Administration in the Intermediate Shelter.

The following were present:

1. Mr. Naresh kumar, Commissioner cum Secretary: Housing & Shipping
2. Mr. K. K. Dahiya, Dy. Secretary, PWD
3. Mr. Mohammed Jadwet, Rotary/Chamber of Commerce
4. Mr. Amrut Kumar Prusty, CRS
5. Ms. Shaheen Nilofer, OXFAM
6. Ms. Sivangi Chavda, SEEDS
7. Mr. John Finch, DCC
8. Mr. Billy Graham, DCC
9. Mr. Bob Jacob, World Vision
10. Mr. Ray Kancharla, CARITAS INDIA

After the initial clarifications about the intermediate shelter program of Govt. of India, the following allocation to NGOs is proposed:

Allocation to NGO	In Campbell Bay (GN)	In Hutbay (LA)	In South Andaman
CRS/CARITAS INDIA / ACANI	1,000	-	-
OXFAM	-	-	300
World Vision	-	-	300
SEEDS	-	1,000	-
Rotary Club	-	100	-
DCC (With logistic support of ISM)	-	350	200
ADRA	-	500	-
HCC	-	50	50
Total Requirement	1,000	2,000	850

Common Format: the following format has been proposed for submitting proposal to the A & N Administration.

- i. Name of the Organization:
- ii. Regd. Office:
- iii. Local Office:
- iv. Key contact person:
- v. The Proposal for collaboration for Intermediate Shelter:
- vi. Working Schedule:

	Activity	Deadline	Remarks
Phase-I Pre-construction stage	<i>Individual Organisations attach their time plan</i>	25 . 02. 2005	<i>Staffing and Coordination structure is provided separately by the individual NGO</i>
Phase-II Erection of Shelters	<i>Individual Organisations attach their time plan</i>	31.03.2005	<i>Staffing and Coordination structure is provided separately by the individual NGO</i>
Phase-III Toilets, Kitchen Community support structures	<i>Individual Organisations attach their time plan</i>	15.04.2005	<i>Staffing and Coordination structure is provided separately by the individual NGO</i>

1. Coordination Structure/staffing
2. Scope of Work by NGO
 - Land Clearance
 - Digging / excavating
 - Erecting the structure
 - Welding / fabrication / fitting
 - Toilet/Masonry works / Carpentry works required
 - Clearing and facilitating the making of 'kachha' flooring
 - Above all, Provision of Cash for Work
3. Pre-requisites to adhere to meet the GO Deadline: of erecting shelters by Apr.15, 2005:
 - a. The formal letter to NGO from A & N administration will be given by 18th Feb.
 - b. Materials must be transported and delivered at sites (construction sites)
 - c. Earmarking of Land to be completed and the information given to the NGO by 21st Feb' 2005..
 - d. Specific list of items provided by the GO: unit wise/family wise – by 21st of Feb.
 - e. Local officials: for effective implementation it is ideal that a single window operational methodology is instituted at local level. However from a transparent coordinating point of view it would be important to include the NGO representative in the core group of officials: PWD/Revenue/Forest.

A few Important Guidelines and Action Points have emerged which require further thinking and working:

In order to realize the timely completion of the erection of the shelter by 15th of April 2005 – as stipulated by the MHA, the following necessary actions need to be taken for smooth functioning of the community-based erection of intermediate shelter:

- A. Shelter must be erected as per the approved design and layout.
- B. The administration must ensure that the materials required for the shelter, namely GI sheets, M S Tubes, nuts and bolts, cement, sanitary ware (Toilet pans, PVC pipes etc.) will be reached on site.
 - Water supply is also essential on the allocated sites.
- C. Welding/ fabrication is the responsibility of the concerned NGO. This implies that the equipment, accessories and skilled personnel are mobilized by the concerned NGO, including DG set.
- D. Community Support Structure would also be built up; schools, shops, community halls etc., for intermediate, that is, till the time permanent set-up comes
- E. It is necessary to evolve a common format on which all NGOs will propose the agreed upon shelter assigned to each NGOs.
- F. It is certainly appreciable to know that MHA has formally consented to the GO-NGO partnership as proposed, namely, that the materials will be provided by the Government (A & N Administration), while the mobilization of the community and cash for work components will be looked after the NGO collaborating with the Administration and the local community.
- G. Decision regarding tribal areas has been deferred for the moment.
- H. *Wages for Labour* – uniformity in the payment of wages is essential. *Minimum Daily wages Applicable in A & N Islands to be followed by the NGOs. PWD will provide the existing pay structure for the labourers*
- I. Deadline for construction is 15th April 2005

At 3p.m. the NGOs came together, developed the format and detailed the necessary aspects of the shelter erection.