

ANNUAL REPORT



International Federation of Red Cross and Red Crescent Societies
Fédération internationale des Sociétés de la Croix-Rouge et du Croissant-Rouge
Federación Internacional de Sociedades de la Cruz Roja y de la Media Luna Roja
الاتحاد الدولي لجمعيات الصليب الأحمر والهلال الأحمر

NEPAL

Appeal No. 01.27/2002; Appeal target: CHF 1,681,005 (USD 1.16m/EUR 1.14m). The appeal budget was revised at the second half of the year to CHF 1,549,344 (USD 1.032m/ EUR 1.06m); Appeal coverage: 43%

“At a Glance”

Although the Nepal Red Cross Society is recognized as the largest humanitarian organization in Nepal, the challenges faced by the Society over the year underscored the tremendous need to build its capacities to play an even more prominent role as a neutral and key promoter of humanitarian values. The International Federation and the ICRC urged donors not to delay their support to the Nepal Red Cross programmes for promotion of Humanitarian Values.

Following a local donor meeting held in Kathmandu on June 19, the Nepal Red Cross worked with the ICRC and the Federation on devising a clear strategy and Plan of Action regarding how to address the changing needs of vulnerable communities in regard to the present situation in Nepal. Lack of funding was an obstacle towards carrying out planned activities.

The programme plan and budget was slightly revised to reflect new operational realities in Nepal after months of serious unrest in the country. The Society continued to perform very well in the face of serious difficulties, including the tragic death of some of its volunteers killed while offering humanitarian assistance.

At the end of the year the expenditure for the health and Junior development programmes did not reach expectations as per the revised budget. The reasons for this are a combination of lack of timely funding, security constraints and shift in priorities to implement the above mentioned emergency relief operation.

There are strong bilateral engagements in Nepal and during the year Participating National Societies contributed with CHF 2.5 million to various programmes.

Overall analysis of the programmes

Following the declaration of a state of emergency on 26 November 2001, the Government of Nepal mobilized the army to curb violence arising from the country's internal conflict. The state of emergency was further extended until 26 August 2002. The year was characterized by political instability and a deteriorating security situation in the country with several serious incidents claiming around 5,200 lives. In August, two serious incidents, one in the Sindhuli district and another in the Arghakhanchi district, claimed more than 100 lives. Violent clashes were continuing throughout most

of the year. A curfew was imposed in several district headquarters (mostly in the west of Nepal) and movement in general was difficult.

The situation in the country proved to be extremely difficult for the National Society, and at times, the Nepal Red Cross Society (NRCS) was directly affected. Yet, the National Society continued to carry out its activities, with increased caution exercised by its members, volunteers and staff who became even more committed and motivated to provide effective and relevant services to the most vulnerable and increasingly conflict-affected communities. There has never been a greater need to build its capacities to play an even more prominent role as a neutral and key promoter of services and humanitarian values.

On 19 June, the NRCS convened a multi-donor meeting in Kathmandu to discuss its activities in view of the changing situation in the country. The meeting was attended by more than 60 participants representing the major stakeholders in Nepal such as the International Committee for the Red Cross (ICRC), the International Federation, donor community, international organizations, non-governmental organizations (NGOs) and governmental organizations (GOs), governmental representatives and others. The meeting was chaired by the chairman of the Nepal Red Cross Society with full participation from the head of delegation of the ICRC and the Federation's head of South Asia regional delegation (SARD). The meeting concluded that the current situation in Nepal required shifting activities of the NRCS towards assisting those persons affected by the conflict, while maintaining its neutrality and independence.

Following the meeting, the Nepal Red Cross Society reviewed its objectives, and worked together with the ICRC and the Federation on a clear strategy and plan of action to address the situation in Nepal, and to become more involved in providing humanitarian assistance to those affected by the conflict.

Conflict preparedness work was supported both by the Federation and ICRC through joint training to assist the programmes of the Nepal Red Cross Society in re-focusing on appropriate adjustments to this environment in their ongoing work. The ICRC and the Federation supported a five-region seminar programme to accelerate integrated training for the branches on international humanitarian law (IHL), practical relief logistics (including Federation's support), setting up tracing networks, and to address security and integrity issues. The wider aim of these strategies was to develop a common perception among all actors of the International Red Cross Red Crescent Movement in-country and create coordinated approaches to planning and implementation. The events were financed by the ICRC.

A bi-weekly coordination meeting between senior governance and management of the Nepal Red Cross Society, the head of delegation of the ICRC, cooperation and information delegates, and the Federation's delegate when present continues to analyze all events and programmes in detail and deal with the daily practical implementation of programmes.

Heavy monsoon rains from 21-24 July were the highest recorded in the past three decades. The rains caused floods and series of landslides that resulted in more than 500 casualties and approximately 301,000 people being affected in 49 of the country's 75 districts. The Nepal Red Cross Society responded immediately to the humanitarian needs providing search and rescue services, basic first aid assistance including provision of medicines and treatment of sick and injured, and evacuation of affected people and the establishment of temporary shelters. In addition, the Nepal Red Cross Society dispatched from its own disaster preparedness stocks in four central and regional warehouses and mobilized local fund raising. Within two days, approximately 1,000 volunteers of the NRCS reached the most affected areas and completed the first distribution of emergency relief.

An operational project agreement was concluded on 3 August between the Nepal Red Cross Society, the ICRC and the Federation's regional delegation regarding the implementation of disaster flood assistance in districts, which are affected by conflict. By the terms of the agreement, the ICRC has "lead agency" status in Nepal while the Federation plays a leading role in supporting the National Society in emergency relief operations.

On 12 August, the Federation launched an emergency appeal (no. 23/2002 for CHF 2,472,000) for the provision of emergency relief for the most vulnerable families affected by floods and landslides and replenishment of the disaster preparedness stocks of the Nepal Red Cross Society. Using remaining stocks of family kits, the NRCS continued distribution throughout August while the procurement procedures were put in place at the national headquarters' level for purchase of additional relief supplies.

In view of the need of the ongoing relief operation in favour of the flood and landslide affected population in Nepal, the Federation recruited a relief delegate with additional capacity building and liaison responsibilities, to be based in Kathmandu. The relief delegate arrived in Kathmandu at the beginning of September. Along with the head of South Asia regional delegation, the sub-regional reporting delegate and the regional disaster response delegate, who visited the National Society several times during the year, the Nepal based relief delegate worked closely with the National Society to provide support in development and relief activities and with the ICRC on the tripartite operation. The Federation and the NRCS were keeping the UN agencies and other institutions informed of ongoing Federation-assisted programmes in Nepal and promoted the public awareness of the activities of the National Society among the international community in the country.

According to national media during the second part of the year, there was a food shortage in the districts affected by the conflict, in particular in the mid-western development region. Economic development was adversely affected. The tourism industry, which was one of the major sources of revenue, suffered a serious setback. The performance of the industrial sector was also poor, seriously affecting the GDP. In the national budget the expenditure for development activities was reduced. All these factors aggravated the suffering of the most vulnerable and continued to increase the vulnerability of the population throughout the country.

Three economic security and nutritional surveys undertaken by ICRC in the mid- and far-western regions did not reveal any major disaster with this regards, since existing coping mechanisms were still been managing.

The Nepal Red Cross Society, despite challenges such as the conflict in the country, the ongoing emergency relief operation and low level of funding towards its development programmes, continued to carry out its activities. Logistical difficulties caused delays with implementation in some areas. The tragic loss of life of volunteers and the exceptionally heavy monsoon hampered the implementation. Most of the programme delays over the year were due to uncontrollable external factors.

The National Society is in the process of completing its fourth development plan. This plan is consequently expected to lead to development of the cooperation agreement strategy (CAS) through a participatory process with all stakeholders.

Objectives, Achievements and Constraints

Disaster Management •

Objective 1: To conduct a hazard and vulnerability assessment in one district and the pilot installation of geographic information system (GIS) at national headquarters to prepare vulnerability maps.

Achievements: During the summer months, the Nepal Red Cross Society completed the procurement and installation of the GIS at its headquarters in Kathmandu enabling the National Society to make better preparedness plans by using geographical mapping of resources and vulnerabilities.

One staff member was trained on GIS in India (ESRI) in February. Presently the staff member is involved in the preparation of hazard, vulnerability and capacity maps using GIS.

The National Society implemented a flood mitigation project (Gabion boxes, sand bag fillings, plantations, etc.) in the following village development committees (VDCs): Jhapa, Siraha, Saptari, Rautahat, Makawanput, Chitwan and Nawalparasi. The National Society prepared hazard and vulnerability maps of 240 VDCs, in coordination with ENPHO, a local NGO.

Constraints: Initially there was a severe lack of funding towards this objective but thanks to funding from the European Commission's Humanitarian Office (ECHO); the installation of GIS and mapping was possible.

Objective 2: To continue the community-based disaster preparedness programme (CBDP) in nine districts (Banke, Bardiya, Syanja, Nawalparasi, Sunsari, Morang, Bhojpur, Sankhuwarsabha and Khotang) and expand the programme to one new district by the end of 2002.

The Nepal Red Cross Society and the Federation's regional delegation had a series of meetings in the first week of April to discuss future strategies of their disaster preparedness (DP) programmes. The regional DP manager held discussions with the Belgian Red Cross Society on the future of the community-based DP programme of the Nepal Red Cross Society and the need for sustained support. The April discussions with the NRCS resulted in three main outputs:

1. It was agreed the NRCS would conduct an external evaluation of its CBDP programme.
2. The Nepal Red Cross Society will strengthen its traditional disaster preparedness programme and focus on some new initiatives (e.g. earthquake preparedness in Kathmandu valley and use of new technology to manage its disaster response mechanisms).
3. The Federation will actively promote and resource the CBDP programmes of the Nepal Red Cross Society after its evaluation and redesign.

Some CHF 50,000 was reallocated from the regional delegation's DP programme to the Nepal Red Cross Society to carry out its CBDP programme. This included the strengthening of the ten communities under the CBDP, refresher training in community-based first aid (CBFA), community management and disaster management, review meeting, etc.

An evaluation was carried out of the CBDP programme's approach, to study its effectiveness on communities and learn from the programme implementation approach and establish directions for improvement. The recommendations included extending the programme with slight changes in the implementation and broadening the scope of training programmes to include income generation activities for better sustainability of the programme by communities. In addition, there were recommendations on sustainability of the programme. This learning will direct the CBDP programme strategies in the country.

Achievements:

In order to enhance the preparedness and mitigation capacities of the most vulnerable communities, the Nepal Red Cross Society implemented the CBDP programme in the existing nine districts. Out of these districts the National Society continued the programme in ten communities of the Morang and Sunsari districts where it implemented follow-up programmes in the remaining seven districts. Various activities were carried out in these communities through out the year under this programme:

- **11 persons trained in CBDP**

A nine-day CBDP training of trainers (ToT) was organized for community trainers and community workers of the Morang and Sunsari districts. Altogether, 11 persons participated in the training organized between 15-23 May.

- **DP plans prepared in 35 communities**

Some 35 programme communities prepared comprehensive DP plans in their communities. The remaining communities prepared their plans but there was a need for the communities to revise them which is now being done.

- **Some 369 community members participated in community level trainings**

In ten new communities of the Morang and Sunsari districts community-based disaster management training, community-based first aid (CBFA) training and community management training were organized. Altogether 369 community members participated in the trainings that were organized in June, October and November.

- **Some 569 community people participated in refresher training**

Under the follow-up programme of the seven remaining districts, refresher trainings were organized in all 35 communities. Altogether 569 people participated in the trainings organized on various dates during this year.

- **Revolving funds created in 45 communities**

All 45 programme communities were continuously collecting cash and grains and increasing their revolving funds.

This year the CBDP programme was extended to another five districts (Sindhuli, Kavre, Makawanpur, Dadeldhura and Kanchanpur) with the financial support of ECHO. The Nepal Red Cross Society implemented this programme in 30 communities of these districts. Now the programme was phased out. The major activities and outputs from the programme are as follows:

- **15 staff members and volunteers oriented on CBDP**

In January, the national headquarters of the Nepal Red Cross Society organized a two-day CBDP orientation programme for ten volunteers and five community trainers of five district chapters. All participants understood the objective, policy and implementation procedure of the programme as a result of the orientation. As per the learning from the orientation, the volunteers and community trainers now facilitate people at community level orientation programmes.

- **30 community level DP units formed**

All five-district chapters each selected six communities for implementation of the programme. A community level DP unit having 11 members with at least one-third female members was formed in each community. The DP unit took initiative to implement all community level activities throughout the year.

- **35 staff members and volunteers trained in CBDP and first aid**

The headquarters of the Nepal Red Cross Society organized a nine-day CBDP ToT of which three days were devoted on how to prepare preparedness plan training and four days were spent on first-aid ToT for 30 community workers and five community trainers. The community trainers and community workers are key persons who have to organize CBDP and first aid trainings in the communities. At the end of the trainings, final tests were introduced in order to check the improvement in their knowledge and skill. On the basis of their learning, the community workers organized community level trainings in the communities and facilitated successfully in the trainings.

- **Some 897 community people participated in community level trainings**

In order to enhance the knowledge and skill of community people on disaster management and first aid, the community-based disaster management, community level first aid and community management trainings were organized in all 30 communities on various dates. Altogether 897 community members participated in the trainings. The CBDP training, CBFA and community management trainings were completed in all communities in February, April and July, respectively. Female participants were especially encouraged to participate in the trainings. Various questions were asked of the community people during monitoring in order to observe their knowledge on disaster, disaster management/preparedness and first aid with encouraging results.

- **Some 30 community level DP units prepared hazard and vulnerability maps**

Detailed training was given to community trainers and community workers for the preparation of

hazard and vulnerability maps in the communities. All community trainers and community workers facilitated community people and all the DP units prepared hazard, vulnerability, social and capacity maps. In addition, they prepared a detailed plan of action incorporating all possible preparedness and mitigation activities. All communities prepared maps and detailed plans by the end of February.

- **Some 30-community level DP units carried out small mitigation works**

In order to prevent the effect of possible disasters, all DP units carried out small-scale mitigation activities in their communities from April to October. Three communities of the Kanchanpur districts and one community of Makawanpur constructed an embankment (dry wall) along the riverside where the rest of the communities planted different plants in landslide and flood prone areas. The programme supported nominal funds (NPR 15,000 or approximately CHF 262) to each community for this purpose. Most of the communities further raised funds themselves coordinating with district level GOs and NGOs. Most of the communities collected about NPR 450,000 (about CHF 7,858) in cash and kind and with this amount they completed the work.

- **Some 30 communities created revolving funds**

The national headquarters of the Nepal Red Cross previously developed policy documents for collection and operation of the revolving funds and a copy of the manual was provided to each programme community. All 30 communities raised funds and created revolving funds from their own contribution. During the year, they collected funds once a month that they deposited into their own bank account. At the end of the year, all communities had collected between NPR 1,500 to 13,752.

- **30 communities managed relief materials**

In order to render relief services to the disaster victims immediately, the programme supported nine family packages of relief materials to each community. All communities were managing these materials very effectively. Some communities of the Dadeldhura, Kanchanpur and Makawanpur districts distributed relief materials to certain victim families immediately after the flood and landslide disasters. During monitoring trips, members of the DP units expressed their desire to maintain the stock of these materials from their own effort, in the future.

In addition to CBDP, the Nepal Red Cross Society implemented a flood mitigation programme in six different districts (Jhapa, Siraha, Saptari, Rautahat, Chitwan and Nawalparasi) during the year. The programme was supported by ECHO. The major activities during the year were as follows:

- formation of a user's committee;
- mitigation activities carried out which included Gabion spur construction, sand bag filling, side filling, grass plantation, etc.;
- distribution of relief materials;
- first aid training; and
- hazard map preparation.

The National Society implemented a knowledge research programme in Mahottari district with financial support of the NGO CARE Nepal. The major activities carried out during the year were as follows:

- surveys were conducted in ward levels;
- trainings were organized in community-based flood mitigation, disaster awareness, CBFA and management; and
- construction of a wooden bridge was carried out with community people's participation.

Constraints: Due to the occurrence of the massive flood and landslide through out the country, and the consequent involvement of programme staff members in the relief work, the previous plan of action needed to be revised to complete the planned activities during this year. In addition, the extension of the CBDP to new districts remained a challenge due to limited funding.

Objective 3: To improve the disaster response capacity of the Nepal Red Cross Society at the national and district levels.

Achievements:

An operational project agreement was concluded on 3 August between the Nepal Red Cross, National Society, the ICRC and the Federation's regional delegation to facilitate coordination in spirit of the Seville Agreement (see also the Nepal Flood and Landslide Appeal no 01.23/2002).

This year severe floods and landslides affected 49 districts out of 75. Some 445 people lost their lives and 53,146 families were affected. The Nepal Red Cross Society mobilized its trained manpower from all levels in order to conduct immediate survey to find out the effect on and need of the affected families.

Based on the analysis of the survey reports of all 49 districts, the National Society distributed 13,839 family packages of relief materials to needy families in these districts by the end of December. In order to manage relief materials, the Nepal Red Cross Society purchased about 32,000 family packages of relief materials utilizing its internal funds. However, the extent of flood and landslide occurred this year was beyond the means of the National Society. Therefore an emergency appeal was launched to support the flood and landslide victims (no. 23/2002) on 12 August 2002.

In order to fulfill the immediate needs of the victims, the Nepal Red Cross Society distributed food items to the neediest families in 14 districts. Some 6,353 houses were destroyed and 37,118 families were displaced. The National Society helped relocate 225 families to safe areas. Presently the construction of 225 houses is in full swing (*for more information please refer to the flood and landslide Appeal no. 23/2002*).

Under the ECHO funded DP programme, the Nepal Red Cross Society organized a five-day warehouse management training in November. At the end of the training a workshop was organized. Altogether 29 participants (warehouse managers and depots in charge) participated in the training/workshop.

Constraints: Due to lack of sufficient funds, a few planned activities (i.e. installation of pre-warning system, mass casualty management) could not be completed this year. On the other hand the Nepal Red Cross Society had to deploy its resources to the flood operation during the year.

Objective 4: To advocate for earthquake preparedness in the Kathmandu Valley and share knowledge and experience of the Nepal Red Cross Society in disaster management within and outside Nepal.

The Nepal Red Cross Society is developing an information database for analysis by GIS tools (*see also objective 1*). Data is shared by all major relief organizations and the government under "DP-Net". The Nepal Red Cross Society liaises with the government's disaster management department at the national and district levels and is working to improve contacts at village and community levels. This will provide useful learning for other National Societies in the region, to develop their strategies in establishing linkages with governmental and other partners.

Achievements:

During the year ten DP-Net meetings were held. Information related to flood; landslide and earthquake management was shared among the partners.

In order to generate public awareness of the communities, the National Society published a press release in "Nepal Samacharpatra", a daily newspaper. Many preventive measures for earthquake preparedness were incorporated into the press release. The National Society published 1,000 copies of illustrated earthquake-related manuals. Some 500 copies of these manuals were sent to all district chapters as well as CBDP implementing communities.

Constraints: Due to lack of sufficient funds, planned activities in the appeal such as street dramas, publication of information and educational materials and case studies could not be completed this year.

Objective 5: To coordinate and advocate initiatives for the Bhutanese refugees in coordination with other humanitarian agencies.

Achievements:

The National Society has been rendering relief services for Bhutanese refugees by managing them in seven different camps, since 1990. The United Nations High Commissioner for Refugees (UNHCR) and the World Food Programme (WFP) were providing financial assistance for this programme. In 2002 the following activities were carried out:

- Some 3,947 patients (refugees as well as citizens) were transported to hospital by ambulance.
- Food was distributed to 15,019 refugee families; the camp office in Damak distributed 14,554,721.27 kilogrammes of different food items (rice, lintel, oil, salt, sugar and WSB/Unilito) to 102,257 refugees.
- In addition to food items, the camp office distributed different household items (i.e. kerosene, vegetables, soap, stoves, stove wicks, jerry cans and mosquito nets) to all refugee families.
- The field office distributed clothing items to 50,750 Bhutanese refugees in six camps in the Jhapa and Morang districts. The National Society utilized funds received from UNHCR (81.8 per cent of the budget). The Netherlands Red Cross Society provided funds for this activity (18.2 per cent share of the budget). This activity fulfilled 81.8 per cent of the clothing needs for the entire refugee population. Various clothing items such as shirts, pants, sarees (female dress), blouses and school uniforms were distributed to the refugees.
- The camp office organized two-day "home gardening training" for 200 peoples at Damak. In addition 1,000 papaya plants were distributed to the families. Likewise, a two-day "nutrition education" ToT was organized in December.

Population Movement Project

A project under the Federation's regional disaster management programme was developed in coordination with the population movement coordinator. It focuses on skill development for the youth, both refugees and the local population, using the better programming initiative (BPI) tools.

A workshop on the theme "relief in conflict situations" was held during the latter part of the year. It was jointly facilitated by the ICRC and the Federation and funded by the ICRC to develop guidelines for the district level in this regard. At the end of the year the expenditure under the DP and CBDP activities were in line with the revised budgets.

Constraints: No major constraints were faced. At the end of the year the expenditure under the DP and CBDP activities were in line with the revised budgets.

Humanitarian Values

The programme had the following goal in the appeal 2002: "through effective communication, to promote a better understanding and use of fundamental principles and humanitarian values among key internal and external stakeholders."

Donors were requested to provide additional support for the critically important activity of promoting humanitarian values. Despite lack of response in this regard, some progress was made.

Objective 1: To develop knowledge on best practices in promoting the fundamental principles and combating discrimination.

Constraints: No case study could be done during the year due to lack of funds.

Objective 2: To develop the methodology and tools to promote the fundamental principles and humanitarian values among internal and external stakeholders.

Achievements:

In April 2002, the information section of the Nepal Red Cross Society organized a national level communications workshop for staff from 20 district chapters. The information section, an external resource person, the Federation's regional information officer and the information delegate of the ICRC jointly facilitated the workshop. The ICRC contributed to the cost of the dissemination officers in the information unit and to their integrated programme work.

As a result, a measurable increase in the flow of internal and external information was noted. Among the achievements were: increased coverage in local papers, commitments from seven district chapters to initiate their own information bulletins, and sending 150 photographs to the information section showing activities at the chapter level. Further activities to enhance this development were:

- translation of the communicators' guide into the Nepali language.
- the purchase of two computers, one digital camera, a video camera and one mini recorder.
- Construction of two rooms at the national headquarters for vertical camera and for plate design.

Following the national communications strategy workshop, which was held for 12 senior governance and management members and facilitated by the Federation's regional information delegate in September 2001, a core group comprised of the secretary general, executive director, and departmental heads finalized the draft of the communication policy strategy of the NRCS. The draft policy will be submitted for discussion and decision to the central executive committee (CEC), and will form an important part of the next five-year development plan of the Nepal Red Cross Society.

Dissemination of humanitarian values and principles was carried out and incorporated in all the programmes of the Nepal Red Cross during the year.

In August, with financial support of the ICRC, two workshops on "Red Cross/Red Crescent" were organized in west Nepal; one in Nepalgunj and the other in Mahendranagar. The objective was to disseminate messages about the present context of Nepal and the role the Red Cross has to play. The district level volunteers and staff members of 20 districts of the region participated in the workshops. The Movement, IHL, the emblem, emergency disaster preparedness and the tracing service were the major focus of the workshops. The cooperation and communication delegates of the ICRC in Nepal, the communication officer and head of the information and dissemination section of the Nepal Red Cross Society facilitated the programmes.

Constraints: As above, there was lack of funding support towards these initiatives. A training module on humanitarian activities and principles to action training and educational materials for local use could not be produced. However, it was established that in all the programmes these elements were integrated as a component.

Objective 3: To develop strategic links with the national media to increase visibility of the Nepal Red Cross Society and the Red Cross/Red Crescent Movement.

Achievements:

- A good link with the media was established.
- Some 25 press releases were issued during the first six months in 2002.
- The coverage of the activities of the NRCS rose by about 50 per cent in the national media.
- Some eight news stories of the Nepal Red Cross Society were featured on the Federation's web site.
- Two officers of the NRCS attended a two-day web design training carried out by a computer training institute in Kathmandu.
- Two officers from the information and tracing section of the NRCS attended a week-long study visit in February to the regional delegation's office in New Delhi.

The monthly Nepali newsletter helped the National Society to increase publicity for its community level work, and district chapters used it successfully to increase coverage of the activities of the Nepal Red Cross Society in their local newspapers. On average 15-20 chapters are sending news for each monthly edition, and following World Red Cross Day on 8 May nearly all the chapters sent in articles. Chapters gave feedback that it vastly increased the knowledge sharing within the National Society as well.

Ten journalists of the Nepalese media participated in a two-day journalists' field visit programme on 4-5 July 2002 organized with a view of giving information to journalists/media about field activities and through them reaching the wider public making them aware about the National Society and its work. Regional correspondents of the national print media, weekly papers, the national TV, representative of the national news agency and of The Rising Nepal visited three different programmes in the Jhapa district.

The journalists visited the refugee assistance programme, drinking water and sanitation programmes in Dangibari and Ghailadubba village development committees and the first aid programme in Duwagadhi VDC. The Nepal Red Cross Society organized for the journalists to meet the office bearers of the programmes and interact with them regarding the activities carried out by them. News and articles on Red Cross activities such as refugee assistance activities, drinking water and sanitation in Jhapa district, were published in national dailies following the visit.

Another visit was arranged in October 2002. The journalists visited the disaster affected areas and the work done by the Nepal Red Cross Society in the Makawanpur district branch. Following the visit news articles on refugee assistance activities, drinking water and sanitation in the Jhapa district were published in national dailies. In addition, regular press releases in cases of important events such as appeal launches, disaster situations, assistance provided by external donors in support of victims of disaster, first aid day, etc., were published.

The Nepal Red Cross Society launched its second emblem campaign in September 2002, in which the media was considerably utilizing the information.

The National Society observed the World Red Cross/Red Crescent Day and participated in the worldwide anti-stigmatization campaign, and for the first time in Nepal, the national first aid day on 8 September was observed.

Constraints: As above. At the end of the year, the expenditure for the activities under this programme reached 90 per cent despite obstacles:

1. Some activities could not take part due to the flood and landslide emergency operation.
2. On the other hand, some activities that were planned under this appeal could be funded due to good coverage towards the above-mentioned emergency appeal and are therefore not captured in the annual report.

Health and Care •

Objective 1: To further develop a national strategy for HIV/AIDS prevention, enhance care and support services and develop a planning, monitoring, evaluation and transference (PMET) system.

Achievements:

- A strategy review and monitoring system development workshop was conducted on 25-26 March. The workshop was organized to develop a strategy plan of the HIV/AIDS prevention and reproductive health programme of the Nepal Red Cross Society which suggested strategic directions, indicators to monitor progress and discussed how to manage the information. As a result, a draft form of the national strategy was prepared in line with the country strategy.

- Monitoring tools were developed and orientation was provided to project staff members in six districts. Technical support for this activity was provided by recognized professionals in this sector including the Swiss Red Cross. The activity is financially supported by the Swiss Agency for development and cooperation in Nepal, which is one of the partners of Nepal Red Cross Society in HIV/AIDS intervention. The HIV/AIDS prevention programme will continue to orient staff members and volunteers in other project districts (bilaterally supported by the Swiss and Norwegian Red Cross Societies).
- The National Society was actively involved with the national centre for HIV/AIDS and sexually transmitted diseases control (NCASC) through a network kind of relation between the Nepal Red Cross Society's blood test service where the NCASC focused on confirmation tests and counseling. The cooperation continues at all levels.
- A half-day follow up meeting was organized to finalize the strategy plan. An independent expert was hired to provide necessary technical support in this process.
- Another follow-up meeting further assigned responsibility to the project team to work on development of monitoring indicators, reporting formats, report collection tables and finalization of the strategy plan. In the meeting the final document was drafted.

Counseling services

- The Nepal Red Cross Society submitted a proposal to the Family Health International and the global fund on AIDS and malaria (GFAM) focusing on counseling in terms of care and support for the infected and affected. The proposal on HIV/AIDS, submitted to the global fund was accepted and projects were developed for 2003.
- The programme specified strategic priorities and different applications/proposals of the Nepal Red Cross Society were developed in this line.
- According to its national strategy policy, the Nepal Red Cross Society recently initiated the behaviour change intervention with the Swiss Red Cross in five districts of Kaski, Dhankuta, Mahottari, Synjya and Tanahun.
- A proposal was submitted to an external partner through the Federation and Family Health International for introducing voluntary counseling and testing services (VCT) and care/support services. VCT service identifies the status of HIV/AIDS in the body and covers the care and support part of the HIV/AIDS programmes. No response to the proposal was received during 2002.

Constraints: Counseling services activities linked to people in need were postponed due to funding constraints.

Objective 2: To increase people's level of awareness on health issues and to build sustainable awareness levels of health promotion at the community level.

Objective 3: To build the capacity of ten district chapters per year to promote health education and awareness activities.

Objective 4: To promote positive healthy behaviour in the community and collaborate with government and other health care institutions to maximize such campaigns.

No funds were provided in support of objectives two, three and four.

Objective 5: To strengthen the ability of communities to deal with health problems, including day-to-day injuries and preparing for disaster, by expanding the community-based first aid training at district levels.

The following activities were carried out during the year:

- An 11-day CBFA training of trainers at the district committee level was carried out between 20-30 May in Jhapa. Some 23 participants from the following districts were trained: Jhapa, Saptary and

Sarlahi.

- During the second week of June, a five-day CBFA volunteers' elementary training was carried out in the above-mentioned districts.
- Some ten Red Cross sub-branches were formed in Duwaghadhi of Jhapa, Nakai Raipur of Saptari and Khairwa of Sarlahi.
- An orientation workshop covering the Red Cross/Red Crescent Movement and the CBFA programme was held in the newly formed sub-branches.
- A first aid kit was given to each trained CBFA volunteer of the programme district. Each kit consisted of basic items such as: triangular bandages, roller bandages, hand towel, notebook, scissors and soap.

In addition, and under the emergency first aid programme supported by the ICRC, a first aid kit was given to each group of six-trained first aid volunteers to establish the emergency first aid posts in the armed conflict areas.

Orientation workshop on RC and CBFA programme

To introduce the concept, policy and procedure of the CBFA programme a district level orientation workshop (one-day in length) was organized in each of five newly selected districts (Taplejung, Panchthar, Ilam, Mahottari, Rautahat). The workshops were attended by 146 participants including district chapter executive members, police staff, army staff, district health officers, line agencies, local development officers and chief district officers.

According to the report received from the districts, the participants of the workshop committed themselves to promote, support and provide all levels of coordination to the programme.

The following activities were also carried out:

- organization of a CBFA orientation workshop for community representatives;
- implementation of a community survey by using the participating rapid appraisal process;
- forming of a CBFA ward unit;
- development of community-action plan; and
- forming a RC sub-branch in Sahayog Samiti (local Red Cross unit).

CBFA trainers training to prepare CBFA trainers at district level

In the Banepa district, an eight-day CBFA training of trainers was completed between 5-12 September. Some 25 persons from the districts of Taplejung, Panchthar, Ilam, Mahottari, Rautahat participated. As a result, each of the five districts has five trainers ready to conduct CBFA training in their respective districts and at community levels. The training was facilitated by the CBFA unit staff including the head of and trainers from the Nepal Red Cross Society's human resource development section (HRDS). The participants included five newly recruited CBFA staff members, three district chapter executive members, and 17 teachers.

CBFA volunteers' elementary training

Between 5 August and 25 September, three five-day CBFA volunteers' elementary training sessions of sub-branch executive members, on first aid knowledge and skills was completed in the districts of Kanchnpur, Dadeldhura and Saptari. A total of 80 persons participated in the training. After this training it is expected a CBFA volunteer can be monitored by a sub-branch. The National Society has 30 more trained first aid trainers of first aid service in the community. District level CBFA trainers and staff facilitated the training. members.

First aid day

The first national "first aid day" of the National Society was inaugurated by the state minister for health of Nepal on 14 September. The main slogan of the day was "first aid, concern of all". The main activities were first aid training, a press meeting, FM radio discussion, rally, a simulated first aid competition, and an exhibition of first aid materials including a demonstration of how to use these materials.

The central executive members of the Nepal Red Cross Society, Junior Red Cross (JRC), the Federation's delegate, Kathmandu Metropolitan, first aid trainer/volunteers, other NGOs/IOs and staff members of national headquarters of the NRCS participated in the day's programme. The first aid day was celebrated in other district chapters throughout the country and generated valuable publicity for first aid training and services of the Nepal Red Cross Society.

Community development project (CDP)

The general objective of the community development programme is to improve the situation of the most vulnerable communities, families and individuals to make them stronger so they can enjoy fuller and more productive lives and become less vulnerable to disaster.

Achievements: The Nepal Red Cross Society implemented community development projects in the following nine districts: Okhaldhunga, Rasuwa (eastern and northern), Sindhupalchowk, Dhading (central region), Gorkha, Myagdi (western region), Dang (mid western), Baitadi and Achham (far western) with the support of the Swedish Red Cross Society (funding both through the Federation and bilateral), and from further bilateral funding from the Danish, Norwegian and Belgian Red Cross-Flanders Societies. The following are the main achievements made of each objective in relation to the Swedish Red Cross Society-supported appeal based projects in Baitadi, Rasuwa and Dang districts.

Objective 1: To improve the health conditions of vulnerable communities, and reduce mortality and morbidity rates.

Achievements: All activities under this objective were directed towards the female population.

- In total, 12 traditional healers (TH) were trained in Dang for the first time and 11 traditional healers were given refresher training in Rasuwa district. Some 376 persons benefited from their service.
- In total, 16 and eight traditional birth attendants (TBA) were provided with refresher training in Rasuwa and Baitadi districts, respectively. A total of 14 TBAs in the Dang district were trained for the first time. Some 596 persons benefited from the TBAs service.
- A total of 16 community-based first aid volunteers were given refresher training in Rasuwa and 20 volunteers received CBFA training in Dang district for the first time. The volunteers assisted some 765 persons.
- In total, 106 toilets were constructed in Rasuwa, Baitadi and Dang districts and 713 persons benefited from this service.
- In Dang and Baitadi districts, 60 improved cooking stoves were constructed for the benefit of 434 persons.
- In Baitadi and Rasuwa districts, 68 washing platforms were constructed and 462 persons benefited.
- Some 54 persons were on kitchen gardens in Baitadi, Rasuwa and Dang districts and 234 kitchen gardens were established.
- Three school toilets were constructed in the Baitadi and Rasuwa districts and 390 students benefited from the service.
- In the Baitadi district, 36 persons benefited from HIV/AIDS awareness.
- Two DW users' committees were formed in the Rasuwa and Baitadi districts. Two DW users' committee workshops were conducted in the Baitadi and Rasuwa districts with 39 participants.
- Two DW schemes and three DW renovations were conducted in Baitadi and Rasuwa districts for the benefit of about 370 persons.

Constraints: Delayed funding each year and a much shorter implementation period is hampering the quality of the CBFA activities. Some planned motivational and awareness activities could not be completed during this period.

Objective 2: To raise awareness of the health situation within communities, focusing on women.

Achievements:

- Three facilitator trainings were conducted in the Rasuwa and Baitadi districts with 17 participants.
- Four adult literacy classes were conducted with 87 persons in the Rasuwa and Baitadi districts.
- Three post-literacy classes were conducted with 38 participants in the Baitadi and Rasuwa districts. Four child literacy classes were conducted in the Rasuwa and Baitadi with 70 persons.
- Six health education classes on prevailing health issues were conducted in the Dang district and 72 women benefited from the classes.
- Twelve health volunteers meetings (a group of TBA, TH, CBFA, motivators, etc.) were conducted in Rasuwa and Baitadi to discuss problems, corrective measures and plan future support to community people.

Constraints: As above. No adult literacy was achieved in Baitadi district due to the conflict situation. Activity in Baitadi was postponed until better conditions are established for implementation.

Objective 3: To promote self-help groups and community organizations for mutual welfare and empowerment.**Achievements:**

- Two self-help education trainings were conducted in the Baitadi and Rasuwa districts with 45 participants.
- Five skill development trainings on topics such as account keeping, animal husbandry, carpet weaving, sewing and tailoring, and disease pest management were conducted in Baitadi and Rasuwa with 76 participants.
- Six self-help groups saved NPR 22,590 (CHF 394) and invested NPR 11,750 (CHF 205) in the Baitadi district.

Constraints: As above.

Objective 4: To strengthen the capacity of the Nepal Red Cross Society at all levels.

Achievement: The following capacity building efforts were made:

- One IHL workshop, two JRC/YRC workshops, one programme planning workshop, six RC orientation, GO/NGO seminar and one disaster management training were conducted with 401 participants in Rasuwa, Baitadi and Dang districts.
- During this period, an income of NPR 163,107 (CHF 2,800) earned from income generating activities was deposited in the bank of Baitadi and Rasuwa districts.

During the year, all planned activities were carried out as planned except limited construction work. The existing situation in the country did not affect the implementation of planned activities with the exception of the Baitadi district where construction of drinking water schemes and supervision and monitoring were not conducted as planned. The commitment and extra effort of people from the community, volunteers and staff members made it possible to implement the planned activities even in the situation of conflict where there were many threats and risks in getting things done. The achieved result encouraged all involved individuals in the project area to move further with a new plan to achieve much better results in due course.

Constraints: As envisaged, the Nepal Red Cross Society was not able to carry out all planned activities due to the prevailing situation in the country. It is still difficult to organize any sizable gatherings, meetings and workshops in the project area.

Out of plans to allocate CHF 75,000 of DFID funding provided to the Federation's regional health programmes to country level health programmes in Pakistan, Sri Lanka and Nepal, CHF 37,500 was spent in Nepal and Sri Lanka.

Some CHF 12,500 was received and spent by the Nepal Red Cross Society. As other funding was

coming in towards health, the National Society did not request a second DFID reallocation. The funds were used for one CBFA training of trainers' course between 20-30 May in which 23 participants attended; 30 first aid kits/boxes which were provided to CBFA volunteers' ward unit, schools and CBFA trainers; production and printing of 50 sets of training materials and 90 CBFA volunteers' manuals.

At the end of the year, the expenditure levels of the community development, CBFA and Junior/Youth projects were all lower than the revised budget (88.34, 89.11 and 79.54 per cent, respectively) caused by a combination of late incoming funding and the prevailing difficult security situation.

Bilateral support

Presently, the Nepal Red Cross Society is implementing the community development project and twinning project in nine districts, among them: the community development project in Dang, Rasuwa and Baitadi districts in participation with the Swedish Red Cross Society and coordinated by the Federation; the primary health care (PHC) based community project in Achhama district in participation with Danish Red Cross Society; the community development project in Myagdi district supported by the Norwegian Red Cross Society; the community development project in Gorkha and Dhading in participation with the Belgian Red Cross Society; and the twinning project in Okhaldhunga and Sindhupalchok districts with the Swedish Red Cross Society.

The general objective of the twinning programme is to promote mutual understanding and development education, enhance organizational development to achieve sustainability and to implement service programmes with a view to improving the situation of the most vulnerable. The development objective of the PHC based community programme is reduced morbidity and infant mortality and an improved health situation of women, men and children in the programme area. The immediate objective is promoting participatory planning implementation and monitoring within local communities strengthened within the programme period and strengthening the local community's self-help ability to maintain and further improve upon its own health situation.

In addition to the above-mentioned bilateral achievements, the NRCS, with the bilateral support of the Japan Red Cross Society, conducted a drinking water and sanitation project (in six districts), junior Red Cross drinking water and sanitation project (in four districts) and drinking water and quality improvement (arsenic mitigation) project (in 11 districts). The major achievements from these projects during the year were as follows:

- altogether 1,052 health classes for female, male and children were conducted with a total of 24,564 participants in the six districts and 219 sanitation campaigns were conducted using various media such as video demonstration, rally, wall painting and posturing, etc.;
- construction of 1,199 latrines assisting 7,194 beneficiaries and 1,112 washing platforms were constructed assisting 6,672 beneficiaries;
- construction of 423 improved cooking stoves assisting 2,538 beneficiaries;
- construction of 21 drains assisting 126 beneficiaries;
- in total, 1,327 garbage and compost pits were constructed assisting 7,962 beneficiaries;
- income of NPR 85,115 (CHF 1,486) was generated through income generation activities by sub-chapters of programme launching VDC;
- installation of 237 tube wells in Jhapa, Saptari and Sarlahi districts assisting 21,330 beneficiaries;
- some 20 schemes and seven source improvements were completed in Illam, Panchthar and Chitwan assisting 2,467 beneficiaries;
- seven drinking water schemes and school toilets were made in the seven schools of four districts and benefited 5,593 people in the community and schools;
- over 1,200 volunteers and staff members benefited from 11 different workshops, trainings and exposure projects;
- testing of the arsenic contamination in the drinking tube wells previously installed in the 11 districts by the NRCS was completed and the contaminated tube wells were replaced and/or arsenic removal plants were established; and
- support was provided to the people affected by arsenic.

Organizational Development •

Objective 1: To strengthen and improve the governance system and the management potential of the Nepal Red Cross Society, so as to maximize its human resource mobilization and management capacities.

Achievements: To complete the internal consultation and revision of the constitution of the National Society; a national workshop was organized in January comprising 53 participants from the special constitution revision task force's central executive committee (CEC) to agree on a further draft for circulation. This meeting strengthened the roles of governance and management, revised and simplified the categories of membership, formal recognition of subchapter level structures was agreed upon, and a code of conduct for members was introduced. This code of conduct will be further strengthened as a part of the society's new volunteer management policy adopted together with the new volunteer policy by the CEC in late 2002.

The draft constitution was widely discussed at four regional review workshops held between January-April, to enable the constitutional revision task force to collect feedback, and present this with recommendations through the central executive committee to the general assembly in early May where the new constitution was finally approved. After submitting the document to the joint Federation/ICRC commission on statutes revision in Geneva, one thousand copies were printed and circulated to all levels.

In May, two national workshops were held to orient governance and management into new roles, clarify the new responsibilities of the CEC and six sub-committees in policy development, and set out the election processes and mechanisms for setting up sub-chapters at community level.

All regional programmes, district assemblies, and subchapter level workshops will now include an orientation regarding the new constitution, as a precursor to the full election cycle which will be initiated by the CEC in August and culminate in the next general assembly in May 2003. The impacts of this constitutional revision process: improved democratic authority of the CEC for monitoring the National Society's overall programmes and policy development; recognition that the roles of the six policy sub-committees at national level need streamlining vis-a-vis the roles of the CEC; the establishment of a new finance committee, which advises the CEC on accountable finance systems and reports to the general assembly on financial planning and monitoring integrity issues; revision of election rules for approval by the CEC prior to the next round of elections at all levels; and, strengthening of the management organigram to better align the policy committees with management implementation structures in the National Society.

In the human resource development (HRD) programme, the organizational and manpower development committee agreed in principle there is a need for new policies in human resource development, volunteer and staff development, and training at its meeting in March. With final amendments these policies were adopted in late 2002. After the adoption, orientation and training programmes were initiated and planned for all departmental heads and central committee members on how these policies are to be implemented.

The new volunteer management policy was adopted as a direct outcome of the participation of the NRCS in the Federation's South Asia regional workshop on HRD in December 2001. The policy will propose a new volunteer unit at national headquarters level to strengthen the performance appraisal process. It will help to develop a trained and committed volunteer base, with proper reward and recognition systems in keeping with the Federation's volunteer policy standards. The new code of conduct of the Nepal Red Cross in the revised constitution for members and volunteers will be linked to this initiative.

A total of 250 training needs analysis (TNA) questionnaires was sent out to key volunteers in district

chapters, as well as to chapter secretaries and staff members in May. Fifty percent were returned. Processing the information will be completed by the end of June and with the adoption of the new human resources policies, departmental heads and district chapters will be trained in using the TNA records to build specific skills needed for key volunteers and staff members, in a more systematic manner at all levels.

Two innovative ‘planning together’ workshops were held for a total of 34 participants in March to emphasize the involvement of women and gender sensitivity as integrated aspects of programme planning (e.g. integrating women membership drives in all district chapter programmes). The training was well received and district chapter representatives stated that they would integrate the tools into future district level annual planning exercises and extend training in this regard.

Two strategic planning and management workshops for district secretaries from 42 chapters were completed in March and April, building skills in strategic planning, effective team building, programme implementation and monitoring, and sustainability planning within programmes.

The national HRD section upgraded its training equipment and physical training facilities by completing the regional training centre building in Banepa and opening it in May with the national level workshop on governance and management. The 24-bed residential training facility was used to conduct three training programmes, and it will soon be advertised for hire to other organizations to increase income and make it self-sustaining. The ICRC was approached to support a further extension of another 30-bed facility and conference hall to offer expanded facilities.

The human resource development programme (HRDP) conducted a two-day review meeting between 1-2 August. The main purpose of the meeting was organized to review every activity of the National Society against the progress achieved. The review meeting amended and finalized the election procedure of the Nepal Red Cross Society on the basis of its recently amended constitution. In total, 30 CEC members actively participated. The HRDS prepared a human resource development policy that includes the volunteer and staff development policy and the training policy of the NRCS.

Constraints:

There is still a need to align the revised constitution closer to the requirement of the Federation’s “guidance for National Society’s statutes” to improve the society’s positioning regarding the perceived impartiality of some of its members.

The adoption of the new constitution will need to be followed up with further orientation into the operationalization of the fundamental principles at all levels of the National Society. At the end of the year, the activities under human resource development were in line with the revised budget and the activities under human resource development were in line with the revised budget.

Objective 2: To strengthen and expand the JRC/RCY and develop their leadership skills. To motivate and involve young people in the humanitarian services of the Red Cross/Red Crescent Movement.

Achievements: During the year the following activities were carried out:

- The Siraha host district conducted a youth leadership development training. In this training 25 youth from 20 districts successfully participated.
- An annual national seminar was organized in Pokhara of Kaski district from 16-18 April 2002. More than 206 junior/youth Red Cross members from 46 districts of the country, including the headmaster and teacher sponsors, participated. The participants discussed the progress report of the year, plans for the coming year, and disseminated issues on the emblem, IHL, HIV/AIDS, land mines and the Ottawa Treaty including the Federation’s youth policy. The Janapriya Junior Red Cross Circle hosted this seminar.
- The host districts of Tehrethum and Myagdi conducted a poem and album competition, respectively. Certificates and the first, second, third and consolation prizes were distributed at the

- Mahottari national seminar. Two hundred junior/youth members took part in both competitions.
- The implementing district chapters of Darchula, Panchthar, Banke, Kabhre and Sankhuwashaba conducted first aid training prior to the establishment of a first aid training unit. Almost 150 people participated in the programme this year.
 - Reforestation and environmental activities in the youth circles were successfully completed in the districts of Salyan, Panchathar, Rupendehi, Bhaktapur and Kaski. All district chapters provided technical support to one circle each for this activity.
 - Support was provided to ten JRC circles for the establishment of book banks for poor students in the districts of Chitwan, Tanahun, Taplejung, Banke, Sankhubhasabha, Dailekh, Doti, Sunsari, Nuwakot, and Bardia.
 - The company contracted to perform evaluation and monitoring tools completed its work and submitted a final report including the findings and recommendations. The evaluation and monitoring tools development for JRC/RCY programme was completed.
 - The construction work on the youth resource centre and income generation building was completed according to the plan and structure of the building.
 - Nearly 40 district level seminars were carried out during the year to review last year's progress on activities and plans for the next year. The purpose was for the seminars to select and prioritize the district level activities of the junior/youth Red Cross and to recommend the policy and programmes for the future. The output developed district level programmes as a result of the discussion among the junior/youth volunteers, teachers and the district management.
 - Under the volunteer exchange visit programme, at the national level, a volunteer was selected and sent for a month to the Siraha district.
 - A three-day national level policy seminar for youth leaders and members to review the youth policy and programmes and make recommendations for improvements was carried out from 30 June to 2 July in Nagarkot. More than 30 districts were represented in this programme.
 - Child literacy classes are being carried out in ten districts from the 2002 programme and it will be completed in August 2003. More than 300 children from 6-14 years of age are attending classes in ten districts.
 - Some 3,000 brochures for disseminating activities of the JRC/YRC were published and distributed.
 - A first aid trainer training was conducted in the Baglung district from 18-22 December 2002. Twenty-six people participated in this training.
 - District-level junior camps were conducted in the districts of Siraha, Syanjha, Doti and Surkhet.

Constraints:

- The national youth programme requires further orientation into the modalities for working in conflict sensitive environments.
- The NRCS needs further resources to improve youth services in areas such as training in land mines, roles and responsibilities of the NS in conflicts, dissemination of fundamental principles and IHL, and service delivery in conflict-affected communities.
- Other future priorities include more effective networking with external youth organizations to broaden services and dissemination, further integration of youth into all existing programmes of the Nepal Red Cross Society, and improved resource mobilization and sharing between the chapters in conflict affected areas which can not generate sufficient resources, and those in richer areas which can.

At the end of the year, 90 per cent of the programme was implemented as per the revised budget. The slight under spending was due to the unstable security situation.

Objective 3: To strengthen the foundation, capacity and resources of the remote and developing chapters of the Nepal Red Cross Society.

Achievements: Despite the difficulties the Nepal Red Cross Society is facing, with regards to access to remote and developing chapters, the following activities were carried out during the year:

- **Increasing the managerial capacity of the chapter**

One-day orientation of the Nepal Red Cross Society for DEC members/staff was carried out four times. Eight district chapter offices were operating on a regular basis. In eight districts the liability of the chapters was assessed and fulfilled.

- **Membership drives and organizational development**

Eight membership drives were conducted through committee formations. Within the full 12 months of the programme (one year programme from June 2001 - June 2002), 3,377 new junior members were enrolled almost tripling the target of 1,200; 220 life members enrolled against the target of 80, and 420 ordinary members were enrolled (targeted number was 320). Some 43 junior RC circles were formed in eight district chapters.

Cooperative committees were formed in eight district chapters (DCs) in support to wider subchapter development by conducting targeted dissemination of the RC principles. Some 13 subchapters were formed, compared with the target of eight.

- **Fund raising programmes**

Fund raising training was incorporated into the four-day training programmes for the four new districts. As a result, all eight districts submitted proposals according to a uniform format with suggested target groups and income generating programmes. The proposals include medi-banks, vegetable farming, sale of Red Cross souvenirs, etc. The national headquarters department approved some proposals and sought clarification on others based on feedback given.

- **Support to the chapters regarding service activities**

Disaster relief material support was provided to 904 families in all eight DCs. Some materials were mobilized locally and others supplemented by the national warehouse. Health camps and sanitation campaigns were carried out. Free eye camps benefited 355 people, while free dental clinics reached 74 people and eye nose and throat (ENT) camps benefited 200 people. Stretcher services in support to first aid and relief programmes were provided to remote communities who have no road access or vehicle services.

- **Workshop and training courses**

Management and resource mobilization training courses were organized in four new DCs. A review through a questionnaire is being carried out in four old DCs.

- **Provision of basic office equipment**

- furniture was provided for four new DCs;
- installation of telephone sets was completed;
- printing of financial and administrative rules and other formats was completed for eight DCs;
- recruitment of personnel was finalized in four new DCs; and
- purchase of office stationary/equipment and administrative support was provided to all eight DCs.

Two district chapters (Bhojpur and Darchula) sent completed review questionnaires to the central office. The impact of the remote district chapter development (RDCD) programme was very successful. The conclusion of the review formats was that the RDCD programme proved to be very effective for the remote chapters. The review report about Bhajang was delayed due to the communication system remaining problematic due to the current situation in the country and in particular in these districts.

- **Publication**

The final draft of the district chapter and subchapter manual was completed. The printing of 2,000 copies of the manual was finished in October. The election procedure manual was printed in 500 copies and distributed at the end of the year.

After completion of the RDCD programme the Bajhang district chapter implemented a HIV/AIDS

prevention programme with the support of CARE-Nepal in 17 village development committees. The total funds provided by CARE Nepal for one year was NPR 1,300,000 (approximately CHF 25,000). Similarly, three more district chapters were trying to implement the community development programme. They were applying for funding for the same project to various other organizations. The four new district chapters are hoping to obtain financial support from the Federation for two years, as already mentioned in the appeal document.

Constraints: To further enhance membership and volunteer development in these vital conflict-affected chapters, training was requested on forming local groups, integrating JRC/RCY better into activities through school and colleges, and orienting other similar neutral NGOs and community-based organizations into the roles of the Red Cross to provide more effective coordination of services to the vulnerable. At the end of the year the activities were in line with the revised budget.

Objective 4: To increase women's membership and encourage women to increase participation in Nepal Red Cross Society's organization, management and activities.

Achievements:

- More than ten membership drives were carried out for women in six districts involving a total of 148 participants.
- Three income generation programmes were introduced to 85 participants in the districts of Morang and Kanchpur.
- Two regional gender sensitization training workshops were carried out in Kailali and Banke districts for 42 participants. During the last week of June, similar workshops were carried out in Kathmandu involving 19 district branches. Two further workshops were held at regional level in July 2002. A first five-day workshop was organized at Sunsari Dharan from 30 June-4 July 2002 representing the eastern region. Altogether, 27 persons from 12 districts participated. The training officers of the Nepal Red Cross Society and a lawyer facilitated the workshop. During the workshop, participants from 12 districts prepared a short plan of action for their own women development activities concerning the gender sensitization.
- Similarly, the women's development section organized another five-day gender sensitization workshop at Nawalparasi representing the western region. A total of 40 persons participated. Officers of the national headquarters of the NRCS facilitated the workshop. Both workshops included intensive discussion and sharing experiences on conditions of women in the country, their representation in the Nepal Red Cross Society and proposed actions to be taken for the improvement of the enhancement of participation by women within the National Society.
- A computer was purchased for the women development programme at the national headquarters.
- Three prize distributions were organized for three districts branches out of 75, where women are more involved in activities and membership drives of the Nepal Red Cross Society.
- In order to strengthen the gains made in this programme, plans are being developed for the next phase to undertake new initiatives in four remote areas, to continue the membership drive activities in new chapters, and to select perhaps two women from each of the 75 district chapters for leadership training in four regional training workshops in 2003. It is hoped to consolidate the momentum and demonstrated impact of the new women members by enabling them to play more effective roles in governance and the management of the National Society in the years to come.
- The head of the Women's Development section successfully made use of the Federation's global gender scholarship programme and attended the women and gender development training held from 18-28 February in Thailand. This enabled new tools learned to be integrated into the ongoing training for volunteers and staff members of the Nepal Red Cross Society.

Constraints:

The next phase of this programme aims to consolidate further leadership capacity building training for women, and achieve a greater representation of women in policy committees and CEC levels. There remains an urgent need to conduct further gender sensitization training to integrate this perspective into all programmes. There is a need to refocus income-generating programmes to bring more vulnerability reduction in lives of women in conflict-affected areas. At the end of the year the

activities were in line with the revised budget.

Objective 5: To further strengthen the financial management system the Nepal Red Cross Society.

Achievements:

The new computerized inventory management system in the national headquarters' warehouse was established. The system generated reports against specific donor codes showing equipment and materials released for emergencies during early 2002, such as regular relief supplies to internally displaced people. These reports were shared with the central executive and improved the ability to satisfy donors that their supplies are being dispatched. The system will feed directly into the new donor audit that is just being initiated for the last financial year.

The larger computer server procured in late 2001 to strengthen the effective use of the existing Federation SCALA accounting package enabled the finance department to save approximately 30 per cent of its time in processing end-of-month financial information. It improved speedy and accurate reporting to management and governance (e.g. the CEC) to enable more effective decision-making. However, the Nepal Red Cross Society still cannot consolidate all financial information from chapters and national headquarters into a single consolidated account against minimum standards. Discussions were initiated at the CEC level to move towards adopting uniform accounting and auditing systems to be able to generate consolidated financial information in the future.

Following the CEC's adoption of the new internal audit manual of the Nepal Red Cross Society in November, 150 copies were circulated and a one-day orientation workshop was held in June. Some 35 people participated including the senior management, departmental heads, committee chairpersons, the secretary general, the chairman and members of the finance and resource development committee. Another two-day orientation meeting followed the workshop for 37 participants who included all the finance and accounts personnel from the national headquarters' departments and regional warehouse personnel. Both workshops achieved their objective of familiarizing participants with the new internal audit procedures and requirements, the use of uniform preparation and accounting procedures, the responsibilities of all programme managers, and the role of the internal audit department.

Training was conducted in March and May for a total of 49 personnel from 40 district chapters for five days. Priority was given to districts not implementing national headquarters' programmes, as these are likely to have developed their own financial management systems that need to be developed further. Another 20 districts were trained in September. Although it is too early to measure the impact in new financial reports to the national headquarters, there was a considerable increase in queries from district chapters that want to follow the financial procedures more properly. The finance department is recommending the development of uniform rules and procedures to be followed by all branches. In the meantime it was agreed the internal audit department will recommend for an external audit any chapter which expenditure exceeds an agreed upon ceiling.

Chapters that received training will be monitored for the regularity and format of their financial reporting, and the effective use of the inventory system that should allow a national fixed asset register of all the society's assets to be consolidated. It was recommended by the consultant who drafted the internal audit manual that its personnel be expanded from two to five persons. This will be presented to the CEC for discussion.

The Nepal Red Cross Society, with the assistance of the Federation's South Asia regional delegation organized a financial management development programme for officials of the finance department of Red Cross and Red Crescent Societies of South Asia including: Bangladesh, India, Nepal Pakistan and Sri Lanka. The three-day programme was designed to share knowledge and experiences with the finance staff and provide training on different aspects of financial management. The course was coordinated and facilitated by the managing partner of BRS Neupane and Co., chartered accountants. BRS Neupane engaged a team of expert economists, management specialists, bankers and senior

chartered accountants as resource persons for each of the above topics. A total of 25 finance staff members attended from five Red Cross and Red Crescent Societies of South Asia, and 19 were from the Nepal Red Cross Society.

Constraints: Further training is required at the district levels, as are mechanisms to ensure transparency of public information in conflict-affected chapters to account for timely and wise spending. Special support needs to be prioritized for conflict-affected chapters. At the end of the year the expenditure of the financial management initiatives exceeded 90 per cent of the revised budget.

Objective 6: To enhance the resource development capacities of the headquarters of the Nepal Red Cross Society and enhance skills and knowledge of the its volunteers and staff members.

Achievements: The task force created by the finance and resource development sub-committee completed its visits to eight districts with the objective of reviewing the effective and optimal use of existing property and land assets. They provided guidance to targeted chapters on optimal use of land and assets, and produced a consolidated list of all land and property assets owned on freehold or leasehold basis by Nepal Red Cross Society across the country. This list was recently discussed with the prime minister in the hopes that the land titles and freeholds of the properties currently in government ownership can be transferred to the Nepal Red Cross Society. A reply is awaited.

Recommendations were made by the task force to the marketing unit of the Nepal Red Cross Society to produce a diversified range of goods for sale as internal recharges (e.g. Red Cross badges, stationery, pens, etc.) and to external groups. Other income generating options are being actively considered including Nepal Red Cross Society running training courses for external organizations.

As follow up to two earlier funding training workshops in October and November, some chapters increased the diversity of their resource mobilization activities. One chapter encouraged its life members to contribute to a deposit fund and raised NPR 600,000 (CHF 10,477) and others started a handicrafts income generation scheme.

The South Asia Fundraising group as external facilitators showed many possibilities of diverse fund collection. The Nepal Red Cross Society was the first National Society in South Asia to complete its draft national resource development policy following a national review workshop conducted in late July and attended by both the Federation and ICRC. This policy is now being used as a model for other National Societies in the region to consider.

The National Society initially planned to hire a specialist for its resource development on an as-needed basis and use the professional staff in resource development activities. Some professional staff was used for day-to-day activities in the resource development programme. Unfortunately, the National Society was not successful in identifying an appropriate specialist to develop the long-term and short-term strategy. It was agreed that the Federation's regional organizational development programme would identify a mutually agreeable external fundraising and marketing consultant to assist the National Society in developing a clear strategy and further professional capacities in this area during 2003.

Two officers of the national headquarters of the NRCS completed a structured learning and study visit to learn about successful resource mobilization activities at branch levels in India and Pakistan. They submitted their study report to the secretary general, treasurer and regional OD delegate and this became the basis for the terms of reference to identify an external consultant to support the National Society to develop further capacities in this area during 2003.

Regarding plans for mapping approaches of the district chapters to local resource mobilization, the National Society was able to visit only the districts of Kaski and Rupandehi in view of the current situation in the country and time constraints.

Constraints: There is a need to integrate resource mobilization objectives into all programmes as part of sustainability planning. More practical trainings are required at local chapter levels, and joint planning needs to take place between the resource development unit and other operational units such as RCY/JRC, first aid training (to increase commercial income from this source of training external institutions), and other programmes. At the end of the year the expenditure for these activities reached 95 per cent of the revised budget.

Objective 7: To strengthen the capacity, foundation and resources of the subchapters for sustainability.

Achievements: Due to lack of external funding limited activities were achieved. In total, 18 district chapters completed a district level subchapter seminar and 30 branches participated at the first national level sub-chapter seminar organized in the district of Mahadevsthan, Kabre. The second seminar between 10-11 July was hosted by Tanahun district branch at Damauli and 64 district chapters participated. The printing of 200 copies of the subchapter seminar report was completed and circulated. The National Society is still seeking funds in support of the subchapter empowerment programme (SEP).

Constraints: As above.

Planning and reporting development

This project is not included in the Nepal appeal but is part of the Federation's regional projects, under OD. It is included in the regional appeal for 2003-2004 under organizational development.

Timely, regular and accurate reporting is one of the most important tools to ensure good management support and sufficient funding for an emergency operation or a long-term programme. In view of this, the regional reporting delegate based in Delhi and the sub-regional reporting delegate based in Dhaka started a regional narrative reporting development initiative to support the National Societies in the region.

The regional reporting delegate supported the information officers in Nepal with specific advice on how to prepare an annual report (content and layout), using an earlier example of an annual report for Nepal as an example.

In April, the Nepal Red Cross Society was the first in the region to formally designate a reporting focal point for the Federation's reports on behalf of the National Society and the Federation supported capacity building within this area. This will facilitate standard reporting input and is expected to enhance the outcome of capacity building efforts targeting various levels at the National Societies in the region.

Specific tools and case studies were developed at the regional delegation to make reporting training and capacity building an active learning experience at all levels of the National Societies, but particularly at the national headquarters' departmental levels initially. These tools were developed in coordination with the external relations division (former relationship management department) at the Federation's Secretariat. In April a regional level presentation on narrative reporting was made as a part of the nine-day regional disaster response team's workshop in Delhi, in which four members from the Nepal Red Cross Society participated.

The sub-regional reporting delegate made a two-week visit to the Nepal Red Cross Society in the second half of June. During the visit, a series of meetings were organized with senior management staff from the National Society in order to ensure full support to the focal point for Nepal Red Cross Society with respect to reporting. The Federation was requested to support the focal person with a computer, printer and participation in an English language course, the latter of which will take place in early 2003. Initial assistance to the National Society for the establishment of the reporting office was provided in the form of advice for establishment of a database, reporting control sheet, as well as PC

training, etc.

At the end of the visit, the sub-regional reporting delegate organized a meeting with 20 key staff members at the national headquarters. The session focused mostly on day-to-day issues and challenges regarding reporting (at various levels) as well as understanding of various reporting requirements.

In September the Nepal Red Cross Society reporting focal point again received on-the-job training for some two weeks by the sub-regional reporting delegate. A computer and printer were purchased and installed, together with the Federation's software and style sheets. English language and writing courses are being provided. Similarly, the delegate provided regular support to the Bangladesh reporting focal point that received hardware and installed software. The reporting focal point at the Bangladesh Red Crescent Society is currently attending an English course.

The first regional planning and reporting workshop was successfully conducted in October in Dhaka, Bangladesh. It was organized jointly with the regional finance development manager. As the linkage between financial and narrative reporting is an important but sometimes neglected aspect of reporting, participants from both finance departments and people with narrative reporting experience were invited. Three participants from the Nepal Red Cross Society took active part in the workshop and the main outcomes were the following:

- an additional four focal points were selected among the other Societies at the regional reporting workshop.
- increased awareness of the participants on the need for good financial and narrative donor reporting and how to do it in view of being able to support vulnerable people. A module on marketing and advocacy highlighted important aspects for reporting.
- participants jointly determined the common strengths, weaknesses, opportunities and threats (SWOT) of the National Society primarily with regard to donor reporting. The outcome serves as a base for further capacity building support within projects under OD in 2003 and 2004.

As indicated in the evaluation the expectations were well met and there is growing interest and understanding of the need to increase skills within these areas.

A staff-on-loan mission for the societies' reporting focal point at the Federation's regional delegation is planned for the first half of 2003.

Conclusions •

Slow donor response and the prolonged state of emergency in the country forced the Nepal Red Cross Society to adjust its programmes and scale down activities. Considering the situation in the country, one vital core area of strategy 2010 in particular, the promotion of humanitarian values required substantial additional financial support but unfortunately at the end of the year little support was provided towards this area. Funding was needed for a more extensive HIV/AIDS programme, and disaster response and health capacity building programmes.

In 2002, some CHF 2.5 million was contributed bilaterally to thirteen Nepal Red Cross Society programmes. Despite this positive fact, some key programmes of the Nepal Red Cross Society remain under funded, such as the important promotion of humanitarian values. Despite a raft of problems, delays, frustrations and loss of life of its volunteers, the Nepal Red Cross Society persevered with its programmes and successfully responded to an extensive flood and landslide relief operation.

Disaster Preparedness

During this year, most of the manpower trained in disaster management and first aid was developed from national headquarters and district chapters to community level. Similarly the National Society started to prepare hazard and vulnerability maps by installing GIS at the national headquarters. The National Society is considering extending the mapping further to districts and more programme areas in coming years. Furthermore, the capacity of community people was enhanced thanks to effective

implementation of the CBDP. During the disaster situation all communities in which the programme is implemented were able to minimize the effect of disaster in their communities. The CBDP evaluation that was carried out in eight districts recommends the present approach of its implementation and it is a challenge for the National Society to cover most of these vulnerable communities in a short period.

Disaster Response

This year many families were severely affected by flooding and landslides. The Nepal Red Cross Society immediately mobilized its resources to render relief services to the victims. During the disaster the National Society provided relief materials immediately to 13,839 families. The National Society established good coordination with other national level agencies and shared the detailed information with them. In general the National Society carried out the relief work very effectively and quickly in a coordinated way.

Health

Late confirmation of the budget for each year and the short implementation period created some difficulty for the unit and somewhat hampered the quality of the CBFA activities in 2002.

Information development/Humanitarian values

The follow-up to the communication workshop was evident in a measurable increase of internal and external information flow. Increased coverage in local papers, commitments from seven district chapters to begin their own information bulletins, and sending of 150 photographs to the national information section showing chapters level activities are some of the measurable outputs.

The National Society undertook the initiative to have its own information strategy and information policy. The information strategy follows from the Asia Pacific strategy that was drafted jointly by the regional information team in Delhi and Bangkok.

The work in the area of information development in the Nepal Red Cross Society is now being held as an example. Mainly because it works as a team, the capacity building effort as part of the regional information development programme paid off as far as the information department of the Nepal Red Cross Society is concerned. The training workshops resulted in many of the staff members at the national headquarters and branches taking the initiative to write stories for the newsletter of the Nepal Red Cross Society and providing inputs to the information department. For the first time in the region, Red Cross volunteers are being encouraged to contribute stories to the web site.

Organizational development

Following initial uncertainty, there was an interest in the National Society to develop more conflict sensitive programming and services at all levels. The draft five-year strategic plan is an opportunity to realign all programmes to be conflict sensitive and possibly scale down some programmes in favour of others that respond to the new needs of vulnerable people in the country. The integrated support of the Federation, the ICRC and all RC/RC Movement partners to support a coherent change management plan within Nepal Red Cross Society is urgently required. The CAS framework will aim to build on the five-year plan's strategic objectives and mobilize further integrated support to overall capacity building.

The National Society is presently collecting all necessary information from its district chapters, and consequently revising its budget and plan of actions. In normal circumstances, it would take at least a month to collect the information and with the present conflict situation and some restrictions in movement it could be expected that this will take longer than anticipated. The new plan of action and budget were finally integrated into the appeals of the Federation and the ICRC for 2003.

The Federation plans to support the Nepal Red Cross Society to draw up a communications/marketing strategy to promote its work more effectively to current and potential donors. The increased RC/RC Movement component coordination and joint planning experienced during 2002 was a positive and strategic success. This environment of cooperation will be the key mechanism for increasing the

overall impact of the Movement's resources on the lives of the growing number of vulnerable people in the country. While the Federation and the ICRC play their roles within their appropriate mandates, the need for a well-functioning and resourced Nepal Red Cross Society has never been greater.

The Nepal Red Cross Society is committed to reporting capacity building and further support to capacity building targeting the society's reporting focal point will be carried out during 2003.

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All International Federation Operations seek to adhere to the Code of Conduct and are committed to the Humanitarian Charter and Minimum Standards in Disaster Response (SPHERE Project) in delivering assistance to the most vulnerable.

For further information concerning Federation operations in this or other countries, please access the Federation website at <http://www.ifrc.org>.

INTERNATIONAL FEDERATION OF RED CROSS AND RED CRESCENT SOCIETIES

Interim report	
Annual report	X
Final report	

Appeal No & title: 01.27/2002 Nepal

Period: year 2002

Project(s): PNP001, 002, 004, 008, 009, 011, 013, 014, 015, 160, 163, 165

Currency: CHF

I - CONSOLIDATED RESPONSE TO APPEAL

FUNDING	CASH		KIND & SERVICES		TOTAL INCOME
	Contributions	Comments	Goods/Services	Personnel	
Appeal budget	1,549,343				
less Cash brought forward	183,690				
TOTAL ASSISTANCE SOUGHT	1,365,653				
<i>Contributions from Donors</i>					
DFID - British Government (DFID)	37,500				37,500
DFID 3- British Government (DFID03)	25,000				25,000
ECHO (DH01)	85,334				85,334
Monaco Red Cross (DNMC)	2,815				2,815
Netherlands Red Cross (DNNL)	91,357				91,357
Swedish Govt.via Swedish Red Cross (DGNSE)	322,615				322,615
Swedish Red Cross (DNSE)	63,570				63,570
Swiss Govt.via Swiss Red Cross (DGNCH)	47,700				47,700
TOTAL	675,892				675,892

II - Balance of funds

OPENING	183,690
CASH INCOME Rcv'd	675,892
CASH EXPENDITURE	-633,881

CASH BALANCE	225,701

Appeal No & title: 01.27/2002 Nepal

Period: year 2002

Project(s): PNP001, 002, 004, 008, 009, 011, 013, 014, 015, 160, 163, 165

Currency: CHF

III - Budget analysis / Breakdown of expenditures

Description	APPEAL Budget	CASH Expenditures	KIND & SERVICES		TOTAL Expenditures	Variance
			Goods/services	Personnel		
<u>SUPPLIES</u>						
Shelter & Construction	195,767					195,767
Clothing & Textiles	95,325					95,325
Food & Seeds						
Water & sanitation						
Medical & First Aid	7,840					7,840
Teaching materials	9,937					9,937
Utensils & Tools	340					340
Other relief supplies	23,137					23,137
Sub-Total	332,346					332,346
<u>CAPITAL EXPENSES</u>						
Land & Buildings	9,736					9,736
Vehicles	12,791					12,791
Computers & Telecom equip.	64,340					64,340
Medical equipment						
Other capital expenditures	99,082	1,157			1,157	97,925
Sub-Total	185,949	1,157			1,157	184,792
<u>TRANSPORT & STORAGE</u>	21,778					21,778
Sub-Total	21,778					21,778
<u>PERSONNEL</u>						
Personnel (delegates)	5,539					5,539
Personnel (national staff)	245,440	321			321	245,119
Sub-Total	250,979	321			321	250,658
<u>GENERAL & ADMINISTRATION</u>						
Assessment/Monitoring/experts	37,114	6,453			6,453	30,661
Travel & related expenses	30,678					30,678
Information expenses	38,922					38,922
Admin./general expenses	115,700					115,700
External workshops & Seminars	365,449					365,449
Sub-Total	587,863	6,453			6,453	581,410
<u>PROGRAMME SUPPORT</u>						
Programme management	104,472	19,754			19,754	84,718
Technical services	31,274	5,914			5,914	25,360
Professional services	34,682	6,561			6,561	28,121
Sub-Total	170,428	32,229			32,229	138,199
Operational provisions						
Transfers to National Societies		593,721			593,721	-593,721
TOTAL BUDGET	1,549,343	633,881			633,881	915,462