

# Appeal 2001-2002

 International Federation  
of Red Cross and Red Crescent Societies

## Papua New Guinea (Appeal 01.51/2001)

*Click on programme title or figures to go to the text or budget*

1. Institutional and Resource Development	535,153
2. Disaster Preparedness	860,157
3. Health and Care	2,173,370
4. Coordination and Management	521,397
<b>Total</b>	<b>4,090,078</b>

## Introduction

### National Context

By far the biggest, and most populous (4.23 million) of the Pacific island-states, Papua New Guinea (PNG) is potentially the richest. If that potential has not been realized it is largely due to an accumulation of natural and man-made disasters - a combination of volcanic eruptions, earthquakes, floods, tsunamis, drought, secessionist conflict, regionalism and tribalism.

PNG's land area, 462,840 square km, is made up of half the island mass of New Guinea and about 600 offshore islands, some so small as to be barely visible at high tide. PNG accounts for 60 per cent of the total population of the South Pacific and about 80 per cent of its land area. It ranges from the relative sophistication of the capital, Port Moresby, to the wild territory of the highlands.

In Papua New Guinea, 80 per cent of the population lives in rural areas, mainly as subsistence farmers. Generally, the nutritional status of the population is poor; according to WHO, in 1995, the prevalence of children under the age of five who were underweight was 20-29 per cent. PNG has the lowest life expectancy in the South Pacific, an average of only 51.8 years, and the worst infant mortality rate, estimated at 77 per 1,000 births in 1995. Twenty-eight per cent of PNG's population has access to safe drinking water, and only 22 per cent has access to sanitation.

The language distribution in PNG is the most complex in the world, with over 800 languages/dialects in use. Although English is the official language of government, business and education, Tok Pisin (Pidgin) is the country's lingua franca while Hiri Motu is widely used in the Papua region. The plethora of isolated

villages, combined with a shortage of skilled teachers and poor infrastructure, has hampered the objective of successive governments of providing universal basic education to all children. According to the UN, PNG's combined primary, secondary and tertiary gross enrolment ratio in 1994 was 38 per cent, only marginally above the ratio for least developed countries of 36 per cent.

On Bougainville island, the devastation inflicted by the nine-year secessionist conflict and prolonged isolation from the international community have taken a serious toll. Left behind is a divided political infrastructure, ill-equipped to deal with meeting the most basic needs of its population. Only recently has the island shown hopeful signs of political stability and peace, sufficient to enable the local authorities, the PNG government and its development partners to move in with small-scale rehabilitation projects.

The Red Cross enjoys a unique status and respect on the island because of its impartial and neutral presence and activities throughout the conflict, and can therefore reach areas that may still remain difficult or sensitive for other agencies. This situation will be utilized further to enable the Red Cross to expand and pioneer assistance programmes for the most vulnerable communities of the island.

The Papua New Guinea Red Cross Society (PNGRCS) was established in 1976, after having been a division of the Australian Red Cross Society until its country's independence. Although well known, is still a very small society, with about 250 members in seven branches covering seven of the country's 20 provinces. Its activities cover assistance in time of disasters, first-aid training, blood services, running a special education centre for deaf children in Port Moresby and the organisation of a "Miss PNG Red Cross Quest" for fund raising. The PNGRCS co-operates closely with the national government ministries, especially in the field of health and care, disaster preparedness and response.

### **National Society Priorities**

In the past few years the PNGRCS has been rebuilding and strengthening its headquarters staff as part of its endeavour to provide support and programmes for its branches. Through the Federation-assisted Institutional Development Programme the society is today in a position to launch various programme activities related to Community Based First Aid, Community Based Disaster Preparedness and Health Awareness through its Community Based Self Reliance (CBSR) project. More than 20 volunteers and staff from various branches of the PNGRCS have been trained to conduct the training in communities and training activities have been initiated.

The priorities of PNGRCS are: CBSR training; institutional development and resource development (ID/RD), including capacity building and human resource development at all levels; health and care including community health development (with special emphasis on Bougainville), HIV/AIDS awareness and the provision of water and sanitation facilities; disaster preparedness capacity building; and youth programmes aimed at building up the volunteer corps of the society.

### **Priority Programmes for Federation Assistance**

The International Federation aims to continue to strengthen the PNGRCS capacity and its efforts to become a well-functioning National Society in the five year period 2000-2004. It is focusing its development support on ID/RD, disaster response, DP capacity at both headquarters and branch levels, and various health and care programmes. To enable the society to carry out its various programmes, it will continue salary support for six headquarters programme staff.

All Federation supported development programmes reflect the priority areas of the PNGRCS. The Federation will continue to give effective support to the society for emergency response as needed.

# 1. Institutional and Resource Development

## Background and progress to date

The PNGRCS Institutional and Resource Development (ID/RD) programme for 2001 and 2002 is a continuation of the ID/RD programme started in 1998. A series of workshops was held on governance and management and today there is a better understanding among the governance members of their roles and an improvement in the conduct of meetings. An ID review carried out in early 1999 was followed by a four day workshop on setting directions for the society.

Currently, besides the Secretary General, there are three senior programme officers covering ID/RD, health and care and disaster preparedness/response. Four programme officers, a resource development officer, a finance/administration manager and several support staff are based at the headquarters in Port Moresby. Some staff have recently attended training programmes within the region or in the country. Almost all staff participated in the community based self reliance (CBSR) workshop and have continued training in the community level workshops held between August and November 2000 in the remote, disaster prone areas of PNG.

The society has set up a Resource Development Committee which has established policies for recruitment, fund-raising and diversifying fund raising methods. A working group has begun revising the existing constitution. Plans are being made to create more branches and to increase the membership.

**Goal** The overall goal is to strengthen the capacity of the PNGRCS at all levels, enabling it to become a well functioning National Society capable of assisting the most vulnerable in the community.

### Objectives and Activities planned

**Objective 1** To promote the Movement's Fundamental Principles and values among the PNGRCS staff, members/volunteers, and the authorities and the general public.

Activities in 2001 to achieve objective 1:

- Put more emphasis on the promotion of the fundamental principles and the humanitarian values of the Movement.
- Include dissemination in all training programmes and encourage staff, members and volunteers to play a more active role in dissemination.
- Make available promotional materials -- handouts, posters, videos.

**Objective 2** To strengthen the capacity of the PNGRCS to cover the entire territory of PNG by increasing the membership of both adult and youth volunteers, establishing new branches, and providing training and support to branches to enhance their capacity.

Activities in 2001 to achieve objective 2:

- Establish policy guidelines on the recruitment, retention and mobilising of adult and youth volunteers and make them available to branches and committees for implementation.
- Conduct one workshop for 20 staff/volunteers from the headquarters and the branches on membership recruitment and volunteering.
- Conduct 8 workshops, each for 10 staff/volunteers from the headquarters, committees and the branches, on branch leadership.
- Provide three computers with printers and Internet connections to the headquarters and branches to facilitate administration and to improve communication links between the headquarters and the branches.
- Provide basic furniture and stationery material to get branches started and operational.

**Objective 3** To diversify fund-raising plans in order to access funding for the sustainability of the headquarters and branches.

Activities in 2001 to achieve objective 3:

- Diversify fund-raising methods and explore ways of tapping government funding allocations for humanitarian and development programmes.
- Conduct 1 workshop for 20 staff/volunteers from the headquarters, committees and branches on the financial management of fund-raising matters.
- Ensure accountability and timely feedback to donors, including a periodic audit of the accounts.

**Objective 4** To ensure the National Society follows policies, procedures and practices, in order to be able to mobilize resources for assisting the vulnerable and so contribute to building a stronger civil society.

Activities in 2001 to achieve objective 4:

- Ensure meetings at all levels are held regularly and standard procedures on conducting meetings are observed.
- Ensure activities are organised and carried out in a professional manner to meet the needs of the vulnerable people in the community.
- Keep the public and donors informed of the activities of the PNGRCS through the media, newsletters and functions. Situation reports will be made available.
- Provide reference books, particularly on institutional development, to the headquarters and the branches to upgrade the knowledge and skills of staff and volunteers.
- Hold a meeting of Council members and staff to deal with amendments to the Rules and Procedures.
- Conduct 1 workshop for 20 Council members, staff and volunteers on drawing up a PNGRCS five-year development plan.

**Objective 5** To continue to provide training in governance and management to Council members, executives, branch representatives, staff and volunteers.

Activities in 2001 to achieve objective 5:

- Conduct training workshops on governance and management topics every quarter when Council members are in Port Moresby for the Council meetings.
- Make available publications on governance and management related issues produced by the Red Cross/Red Cross Movement.
- Provide training to both governance and management, emphasising and working towards achieving the goals of a well functioning national society -- accountability, systems/procedures in place and programmes assisting the most vulnerable.

### **Expected results**

- An increased awareness of the Movement's Fundamental Principles and values among the PNGRCS staff, members/volunteers, authorities and the public.
- An increase in the number of branches from 7 to 10 and an increase in the number of members/volunteers from approximately 250 to more than 1,000 towards the end of 2001.
- Diversified resource development plans will be in place and the society will be able to get grants from governmental institutions for projects.
- The image of the society will have been strengthened, attracting support from internal and external donors.
- There is better understanding of the roles of governance and management.
- The communication flow between the headquarters and the branches will have improved.
- Standard policies, procedures and practices will be in place and standard record management will be in effect in the headquarters and branches.

### **Indicators**

- The number of members enrolled and remaining active.
- The number of branches established, and the progress of existing and new branches.
- The number of participants in workshops/training programmes for members of the Council, branches, staff and volunteers.

- The quantity of office furniture and equipment purchased and distributed to headquarters and branches.
- The number of documents identified, produced and distributed.
- Type and number of policies, procedures and practices in place at the headquarters and branches and the extent to which they are followed.
- Regular meetings at various levels and a periodic audit carried out in accordance with the statutes.
- Better understanding of the roles of governance and the management.
- Type and number of resource development methods.
- Type and amount of grants received from governmental institutions.

### **Critical Assumptions**

- The Federation institutional development delegate is in place.
- Continued funding is made available and there are only minor currency fluctuations.
- Suitable PNGRCS counterparts are made available to work with the ID delegate.
- The PNGRCS continues its commitment to this programme.
- Sufficient, suitable PNGRCS staff members and volunteers participate in planned workshops and training programmes.
- No large-scale disaster occurs during the implementation period, diverting the limited resources available within the PNGRCS.

### **Monitoring and Evaluation arrangements**

This will be carried out in the following ways:

- Regular meetings between the Federation head of delegation, the ID delegate, PNGRCS counterparts and representatives from the Council and branches.
- Federation and PNGRCS visits to branches and activity areas on a regular basis.
- Review of monthly reports received from the PNGRCS, branches and the Federation delegates.
- Federation's presence at Executive and Council meetings.
- Monthly review of progress by PNGRCS senior programme officer (SPO) and the Federation delegates.
- Quarterly and final reports from the PNGRCS SPO and the Federation delegate.
- Regular discussions and feedback from representatives of Council, branches, committees, secretary general and staff.
- Continuous evaluation of progress and impact will be carried out jointly by the PNGRCS and Federation delegation.
- A review will be carried out in January 2001.

## 2. Disaster Preparedness

### Background and progress to date

The PNGRCS Disaster Preparedness Programme for 2001 and 2002 is a continuation of the existing Disaster Preparedness Capacity (DPC) and Community Based Self Reliance (CBSR) programmes. The CBSR components are: Community Based First Aid (CBFA), Health Awareness (HA) and Community Based Disaster Preparedness. From May to July 2000 there were 2 Training of Trainers CBSR workshop each one month long with a total of 36 participants from the headquarters, all existing branches and from Bougainville. Following these workshops, 3 one month long each CBSR workshops were organised in remote disaster prone villages, facilitated by the 36 Training of Trainers graduates. Approximately 90 persons, male and female, and including community leaders, participated. These workshops will continue in 2001 and 2002. A review of disaster preparedness capacity has been completed and work which began on the PNGRCS National Disaster Preparedness Plan will continue into 2001.

The main partners of the PNGRCS in Disaster Management and Health Care has always been the National Disaster and Emergency Services Committee (NDESC), the Ministry of Health, various provincial authorities and hospitals. It also has a good working relationship with other NGOs such as the Adventist Disaster Relief Agency (ADRA), St. John's Ambulance and other church organisations. Today the main supporter for the PNGRCS in terms of technical and financial support is the Federation, through its Papua New Guinea delegation.

**Goal** To strengthen the PNGRCS disaster preparedness and response capacity: to ensure it provides a timely response when disasters strike, and helps communities, families and individuals most at risk to grow stronger, enjoy fuller and more productive lives and become less vulnerable.

### Objectives and Activities planned

**Objective 1** At the community level, to prepare the most at risk communities in the disaster prone areas of the country to mitigate the effects of disasters, to respond effectively during disasters and to improve the health status of their communities.

Activities to achieve objective 1:

- Continue to select and mobilise 174 new most at-risk communities (2001-2002).
- Introduce the CBSR programme through an integrated approach to the 174 most at-risk communities.
- Hold 29 field-level CBSR workshops in 2001-2002, targeting approximately 174 new communities, to enhance their coping mechanisms.
- Assist the 174 trained communities to develop their Community Disaster Contingency/CBSR plan.
- Carry on promoting awareness of issues related to the Red Cross/Red Crescent Movement, the CBSR Programme and the environment, through meetings, dialogue, simulation, drama, video shows, posters, reading materials etc., these activities to be led by 696 trained community leaders.
- Organise nine participatory monitoring and project evaluation workshops by 2002.

**Objective 2** To improve the CBSR and response capacity at branch level in the most disaster prone areas, so that appropriate technical and other support can be provided to all vulnerable communities in the specified areas.

Activities to achieve objective 2:

- Train staff and volunteers to become trainers in CBFA, HA and facilitators for CBDP.
- A headquarters CBSR team will organise refresher workshops to upgrade the skills of the participants.
- Organise three-day orientation workshops on the CBSR programme for branch committee members in 12 branches. This will strengthen branch CBSR capacity, and make the CBSR programme more sustainable.

- Raise awareness of CBSR and environment issues through posters, reading materials, seminars, rallies etc. in all 12 branches plus Bougainville.
- With limited support from the headquarters, the branches will utilise their trained staff/ volunteers to conduct 23 community-level field workshops targeting 138 communities and more than 552 participants.
- Establish follow-up and monitoring mechanism for field-level activities in 12 branches and Bougainville (2001- 2002).

**Objective 3** To develop the National Society's capacity to co-ordinate CBSR and response activities at the national level and to effectively support branch and field level CBSR activities.

Activities to achieve objective 3:

- At headquarters level, develop policies and guidelines for the CBSR programme.
- Organise refresher training workshops for the national CBSR team and provide further training in country or abroad.
- Develop, translate and reprint awareness materials on CBSR in the local language(s) as part of resource development.
- Organise an orientation course for governance members on the CBSR programme, focusing on further support and improvement, future expansion and making the programme sustainable.
- Continue co-ordination with the Health Ministry, provincial authorities, the National Disaster Management Office, and national as well as international agencies.
- The current five PNGRCS staff/volunteers who have been trained as Instructors will conduct "Training of the Trainers" courses to expand the pool of trainers/facilitators.
- Organise one Train the Trainers CBSR workshop in 2001 covering 20 staff/volunteers from the branches and other stakeholders.
- Organise two refresher workshops in 2002 for 60 instructors/facilitators and assistants trained in 2000 and 2001.

**Objective 4** To expand the cadre of trained volunteers, especially at the branch level, through disaster management and other training programmes.

Activities to achieve objective 4:

- Conduct 10 Disaster Management workshops for 10 branches, each training 20 volunteers, in 2001 and for 2 branches in 2002; topics will include identification of disaster prone areas, hazard mapping, data collection, Vulnerability & Capacity Assessment (VCA), logistics/warehousing, assessment, relief management, distribution techniques, disaster awareness and co-operation.
- Mobilise and organise volunteers in early 2001 at the branch and community level in 10 disaster prone regions for data collection, conducting VCA, SWOT analysis and hazard mapping for the NDP plan.
- Pre-position basic relief items/equipment in the PNGRCS warehouses (2001 - 2002).
- Assist 10 branches in 2001 and 2 branches in 2002 to develop provincial disaster preparedness plans based on the PNGRCS national DP plan.
- Conduct an awareness campaign in 2001-2002 on disaster preparedness related issues in all branches, including Bougainville.

**Objective 5** To enhance the PNGRCS profile and its co-operation network with other agencies, authorities and NGOs through the dissemination of its National Disaster Preparedness Plan (NDPP)

Activities to achieve objective 5:

- Conduct a seminar and meetings in 2001 with stakeholders, including PNGRCS council members, to disseminate the draft plan as well as to promote the importance of working together during disasters.
- Organise the public launching of the NDPP in 2001, in the presence of the relevant authorities, international agencies, national agencies, NGOs, representatives from the corporate sector, PNGRCS volunteers and staff in order to familiarize everyone with its contents and to enhance co-operation during disasters.
- Staff and volunteers from the headquarters and branches will maintain regular contacts with the relevant authorities, and international and national organisations, keeping them informed of the activities and latest developments of the PNGRCS.

- Print and distribute the PNGRCS National Disaster Plan to the society's headquarters and branches, the authorities and other stakeholders (2001-2002).

### **Expected results**

The expected results by the end of the year 2002 are as follows:

- Reduced vulnerability of people in 192 of the most vulnerable communities
- The CBSR, CBDP and response capacity of the PNGRCS headquarters will have been strengthened and it will be able to co-ordinate and provide support to branches and field level CBSR activities.
- The CBSR, CBDP and response capacity of the 12 PNGRCS branches will have been strengthened and they will be able to co-ordinate and provide community based support to 192 most at risk communities in their areas.
- More than 200 volunteers will have been trained in disaster management; they will represent more than 12 branches, with at least 5 fully trained volunteers in each PNGRCS branch.
- The 3 PNGRCS warehouses will have been equipped with basic relief supplies for disaster intervention.
- By the end of the fourth workshop, PNGRCS trainers will be in place and will continue to run disaster management workshops, thereby guaranteeing the sustainability of the programme.
- The PNGRCS NDPP will have been finalised and disseminated in all the branches.
- The image of the Society and the level of respect from the public, NGOs, the authorities, and international and national agencies will have been enhanced.
- The PNGRCS will be able to provide better service to the most vulnerable during normal times as well as during disasters.

### **Indicators**

- The identification of 1928 most at risk communities in the 12 most disaster prone provinces in PNG.
- More than 768 community leaders trained in 32 CBSR training programmes and able to facilitate CBSR activities at their community level.
- Around 192 communities involved in VCA and drawing up their contingency plans (CBDP plan).
- Around 192 communities involved in the awareness campaign.
- Establishment of a participatory monitoring and evaluation system.
- Strengthening of PNGRCS with more than 50 volunteers and staff and ability to independently organise and conduct CBSR training workshops at community level.
- The 5 PNGRCS staff/volunteers trained as instructors/facilitators are able to train others.
- At least 12 branches are more committed, effective, focused and able to assist the most vulnerable, especially during disasters.
- Better co-ordination and communication with stakeholders.

### **Critical Assumptions**

- The Federation CBDP and CBSR delegates are in place.
- Continued funding is made available and there are only minor currency fluctuations.
- Suitable PNGRCS counterparts are made available to work with the CBDP and CBSR delegates.
- The PNGRCS continues its commitment to this programme.
- Sufficient and suitable PNGRCS staff members and volunteers are made available to participate in planned workshops and training programmes.
- No major disaster occurs during the implementation period, diverting the limited resources available.

### **Monitoring and Evaluation arrangements**

Monitoring and review of this programme will be carried out in the following ways:

- Regular meetings between the Federation head of delegation, ID delegate, CBDP delegate, CBSR delegate, Finance/Administration delegate, their PNGRCS counterparts and representatives from the PNGRCS Council, branches and appropriate committees.
- Federation and PNGRCS visits to the branches and all project activity areas on a regular basis.
- Review of monthly reports received from the PNGRCS, branches and Federation delegates.
- Monthly review of progress by PNGRCS senior programme officers, programme officers and the Federation CBDP and CBSR delegates.
- Quarterly and final reports from the PNGRCS Senior Programme Officers (SPOs) and the Federation delegates.

- Regular discussions and feedback from representatives of the PNGRCS Council, branches, committees, Secretary General and staff.
- Continuous evaluation of progress and impact will be carried out jointly by PNGRCS and the Federation Delegation.
- A comprehensive internal review will be carried out in mid-2001 and an external evaluation by November 2002.

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## 3. Health and care in the Community

### Background and progress to date

The PNGRCS health and care programme for 2001 and 2002 is a continuation of the programme of community health development on the island of Bougainville. It will extend the water and sanitation component to two other provinces on the rest of PNG and will introduce the HIV/AIDS awareness nation-wide. The society's Community Based Self Reliance (CBSR) programme takes care of the health awareness and first-aid programmes.

By the end of 2000, the health and care programme on Bougainville was scheduled to have provided more than 200 safe water projects in central and southern Bougainville and facilitated the construction of more than 200 pit latrines. In addition, youths from various communities were provided training in the construction of ferro-cement tanks for rain water catchment and of sanitation facilities, utilising locally available materials. The entire programme was community based, with the communities actively participating in its planning and implementation.

Development programmes on Bougainville have faltered as a result of the past nine years of civil strife. Despite the current peace process, the various factions remain armed and basic law and order is tenuous. In the course of the conflict many of the water and sanitation facilities deteriorated or were destroyed and many traditional water sources were polluted.

The International Federation began assistance to Bougainville in 1993. This included emergency relief supplies, first in the form of family packs and later as village rehabilitation packs. The Federation's water and sanitation programme was launched in 1999. A community based approach was used to provide assistance to education and health establishments. Both the health and water and sanitation programmes have proven extremely successful to date and have built up good community relations, methodologies and systems.

A review of the Bougainville programmes by an external consultant and the regional health delegate for the Pacific was carried out in 1999. This expanded programme reflects many of the recommendations of the review.

**Goal** To improve the health and quality of life of people in selected provinces of PNG by facilitating community development in order to promote community health.

### Objectives and Activities planned

**Objective 1** To facilitate the dissemination of health knowledge in selected provinces and to encourage longer term behavioural and attitudinal changes, leading to improved health practices.

Activities to achieve objective 1:

- Conduct four one-week in-service training workshops on disease control and family health services for health staff in the districts of Bougainville.
- Community health education sessions (on topics covered in workshops) will be conducted by each of the 80 health workers in their communities in Bougainville.

**Objective 2** To assist the Government and to co-ordinate with NGOs in efforts to increase awareness on the prevention and transmission of HIV/AIDS and to promote care of HIV positive people among the entire population of PNG.

Activities to achieve objective 2:

- Meet regularly with provincial HIV/AIDS Committees to share information, plan appropriate training workshops and HIV/AIDS training modules, and co-ordinate other activities.

- Conduct six one-week HIV/AIDS awareness training workshops for volunteers in Bougainville (training 20 volunteers in four districts, producing a total of 80 trained volunteers, including health workers, women's group representatives, teachers, youth and community representatives). These volunteers will then conduct community meetings and HIV/AIDS awareness raising sessions. Each volunteer will conduct a minimum of five sessions, giving a total of 540 HIV/AIDS awareness sessions.
- Develop, print and reprint and distribute HIV/AIDS awareness publications translated into pidgin throughout the country.

**Objective 3** To improve safe water, sanitation and hygiene facilities in selected provinces.

Activities to achieve objective 3:

- Assess water and sanitation practices and standards in target communities; identify villages to be targeted and appropriate technical systems to be provided by the Federation water and sanitation team, which will also include counterparts, volunteers and community leaders.
- Construct or upgrade safe drinking water systems in 25 villages in the drought stricken areas of the country, where standards are unacceptable.
- Construct or rehabilitate 25 safe water systems in health and educational facilities and another 75 water systems in communities in Bougainville.
- Assist the communities by providing training in constructing basic sanitation and hygiene facilities, using local materials.
- Train water volunteers in each village where safe drinking water systems are provided to maintain the systems and conduct public awareness campaigns on the importance of clean water and appropriate sanitation and hygiene.
- Include information on the Red Cross in all training conducted in the communities.

### **Expected results**

The expected results by the end of year 2002 are as follows:

- Improved standards of health care and services delivery, greater access to basic health information, hygiene infrastructure and availability of drugs.
- Improved access to health services and the means to improve the life style of the communities, water supply and sanitation installations.
- Improved health and hygiene knowledge among the communities and increased participation in project implementation.
- Increased motivation and improved understanding of health issues and community awareness approaches, as well as support in terms of training, supplies and infrastructure.
- Major towns and villages where PNGRCS has branches will all have received awareness campaign materials by the end of 2001.
- Trained volunteers conducting HIV/AIDS awareness programmes in mainland PNG.
- Increase in the number of trained water volunteers with appropriate skills to maintain the systems and carry out the awareness programme.
- Increased participation of the communities in maintenance of the systems.
- Increase in the number of participants in the HIV/AIDS awareness programmes in Bougainville.
- Presence of volunteers trained in conducting HIV/AIDS awareness within the communities in Bougainville.
- The number of Red Cross volunteers and awareness of Red Cross/Red Crescent principles among the communities will have increased.

### **Indicators**

- Decrease in daily attendance numbers at health facilities; the number of people suffering from preventable diseases will decrease in the project areas.
- Health services in Bougainville provide an improved standard of care.
- Continued use of materials developed by PNGRCS by volunteers in HIV/AIDS awareness programmes.
- Appropriate HIV/AIDS training modules will have been developed by the end of May 2001.
- 160 volunteers in mainland PNG will have received training in HIV/AIDS and care of HIV positive people, to raise awareness and support to families and people living with AIDS.
- 120 volunteers from four districts of Bougainville will have been trained and become competent to provide HIV/AIDS awareness raising in their communities.

- In the two years, at least 5,400 men and 5,400 women in Bougainville will have attended HIV/AIDS awareness raising sessions. HIV/AIDS awareness will have become a major part of the established youth programme.
- 100 communities in Bougainville and another 25 communities in the drought stricken areas of PNG will have improved access to safe drinking water and basic sanitation facilities.
- A minimum of two volunteers in each village where water schemes have been installed or improved will continue the maintenance of the systems and conduct awareness programmes within the community.
- Improved availability and acceptance and utilisation of condoms.
- Reports to the International Federation and PNGRCS on activities.
- Increase in communication between the PNGRCS HQ and its Branches.

### **Critical Assumptions**

- Funding is made available and there are only minor currency fluctuations.
- Suitable counterparts are made available to work with the Federation technical delegates.
- Federation technical delegates are in place when required.
- No major disaster occurs during the implementation period, diverting limited funds and resources.
- Peace continues on the island of Bougainville and the law and order situation improves.

### **Monitoring and Evaluation arrangements**

Monitoring and evaluation of this programme will be carried out in the following ways:

- Regular meetings between the Federation health delegate, water and sanitation delegate, CBSR delegate, counterparts and programme co-ordinator in Bougainville.
- Federation water and sanitation delegate and health delegate, counterparts and volunteers conducting random visits to the project sites.
- Review of monthly reports received from the PNGRCS project officers, branches and the Federation delegates.
- Regular project site visits by PNGRCS and the Federation.
- Constant monitoring of training workshops and community awareness training conducted by trained volunteers, PNGRCS project officers and their Federation counterparts.
- Two monitoring visits by the Australian Red Cross desk officer and visits by AusAID officers based in PNG.
- Monthly review of progress by PNGRCS programme co-ordinators and the Federation delegates.
- Quarterly and final reports from the PNGRCS programme co-ordinators and the specialist Federation delegates.
- Regular discussions and feedback from Red Cross branches, health authorities and Provincial HIV/AIDS Councils.
- Review of progress in Bougainville by the Federation programme co-ordinator.
- Continuous evaluation of progress and impact will be carried out jointly by PNGRCS and the Federation delegation.
- A comprehensive internal review will be carried out jointly by the Federation and PNGRCS team at the end of the first year of the programme.

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## 4. Coordination and Management

### Background and progress to date

The PNGRCS Institutional and Resource Development (ID/RD) programme for the years 2001 and 2002 is a continuation of the ID/RD programme which started in 1998. There has been a series of workshops on governance and management which covered common understanding and separation of roles between governance and management. Today there is a better understanding of their roles among the governance members and there seems to be an improvement in the conduct of meetings. An ID review was carried out in early 1999, followed by a four day workshop on setting directions for the society.

Currently besides the Secretary General, there are three Senior Programme Officers covering ID/RD, health and care and disaster preparedness/response. Four Programme Officers, a Resource Development Officer, a Finance/Administration Manager and several support staff are based at the headquarters in Port Moresby. Some staff have recently attended training programmes within the region or in the country. Almost all staff participated in the CBSR workshop and have continued in the community level workshops held between August and November 2000 in the remote, disaster prone areas of PNG. To enable the society to carry out the various programmes, salary support from the International Federation for six HQ programme staff will continue.

The society has set up a Resource Development Committee which has established policies for recruitment, fund-raising and diversifying fund raising methods. A working group has begun revising the existing constitution. Plans are being made to create more branches and to increase the membership.

The Federation has been active in PNG since the early 1990s, when it channelled support through the regional delegation in Sydney. In 1996 a country delegation was set up. The delegation today comprises 10 delegates.

**Goal** In line with Strategy 2010, to strengthen the capacity of the PNGRCS at all levels, enabling it to become a well functioning National Society assisting the vulnerable people in the community.

### Objectives and Activities planned

**Objective 1** To effectively manage the Federation delegation and to provide overall co-ordination and management for Federation supported programmes and operations in PNG.

Activities to achieve objective 1:

- Provide adequate support and supervision to delegates, staff and PNGRCS counterparts.
- Ensure that the Federation's financial management policies and procedures are adhered to.
- Ensure that security measures are in place and adhered to.
- Ensure that periodic training is provided to locally recruited staff.
- Ensure that adequate office equipment, transport facilities and other tools are available for the proper functioning of the delegation.

**Objective 2** To work towards achieving a National Society with good governance and management, capable of mobilising its resources to assist vulnerable people.

Activities to achieve objective 2:

- Conduct training for both governance and management, emphasizing accountability, systems and procedures, and assisting the vulnerable.
- Circulate publications on governance and management related issues produced by the Red Cross/Red Crescent Movement.

**Objective 3** To advocate on behalf of the principles/policies of Red Cross/Red Crescent Movement and the Federation, as well as programmes of the PNGRCS/Federation; co-ordinate assistance to the PNGRCS.

Activities to achieve objective 3:

- Further develop and update the country assistance strategy for Papua New Guinea.
- Ensure good co-operation/collaboration with the host National Society, participating National Societies and other donors.
- Represent the Red Cross/Red Crescent Movement and the Federation at special events, and meetings of the government, international organisations, NGOs and donors.
- Provide support for donor visits and media interest in the Red Cross/Red Crescent supported operations.
- Ensure visibility, publicity and recognition for donors to Federation supported programmes in PNG.
- Promote information sharing, exchange of experiences and co-operation with the Secretariat, regional delegation and with other Federation delegations.

### **Expected results**

- The operational capacity of the PNGRCS will have been strengthened through quality financial, material and technical support from the Federation delegation.
- The governance and management of PNGRCS will have been strengthened.
- The PNGRCS, the Federation and the Red Cross/Red Crescent Movement's profile will have been further enhanced in PNG and further support will have been received from donors for the programmes of PNGRCS.

### **Indicators**

- The delegation is run and managed in a professional manner: adequate systems, procedures are in place; there is accountability; reports and returns are submitted in a timely manner and meet appropriate standards.
- Delegates, staff and the society receive adequate support and advice.
- Vehicles, office equipment and other necessary tools are in place and in good working order.
- Delegates and staff are managed in a professional manner with periodic evaluations carried out and proper job-descriptions in place.
- Regular meetings are held at all levels.
- Updated security rules and regulations are in place and respected.
- Reports from delegates and periodic reports from the delegation on programmes, management, donors, staffing etc. are produced.
- National staff taking over responsibilities that were handled by delegates.
- Further awareness and better understanding of good governance and management among council members and staff.
- More donor interest and support to programmes.

### **Critical Assumptions**

- The Federation head of delegation and the finance/administration delegate are in place and there is appropriate hand-over time.
- Continued funding is made available and there are only minor currency fluctuations.
- Suitable national staff are available.
- The PNGRCS continues its commitment and collaboration.
- The security situation remains stable.

### **Monitoring and Evaluation arrangements**

Monitoring and evaluation of this programme will be carried out in the following ways:

- Regular meetings will take place between the Federation head of delegation, delegates, participating National Societies, donors, PNGRCS counterparts and representatives from the Council and branches.
- A continuous review of progress and impact will be carried out jointly by the PNGRCS and the Federation delegation.
- A comprehensive evaluation will be carried out in mid 2002.

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<b>DELEGATION: PAPUA NEW GUINEA</b>					
<b>PROGRAMME</b>	<b>DP</b>	<b>Health &amp; services</b>	<b>IDRD</b>	<b>Coord. &amp; mgt</b>	<b>TOTAL</b>
Shelter & construction	0	101,279	0	0	<b>101,279</b>
Clothing & textiles	0	0	0	0	<b>0</b>
Food & seeds	0	0	0	0	<b>0</b>
Water	0	324,129	0	0	<b>324,129</b>
Medical & first aid	0	77,000	0	0	<b>77,000</b>
Teaching materials	42,460	38,225	13,000	0	<b>93,685</b>
Utensils & tools	0	10,000	0	0	<b>10,000</b>
Other relief supplies	0	1,000	0	0	<b>1,000</b>
<b>Sub total supplies</b>	<b>42,460</b>	<b>551,633</b>	<b>13,000</b>	<b>0</b>	<b>607,093</b>
Land & Buildings	0	0	0	0	<b>0</b>
Vehicles	0	0	0	0	<b>0</b>
Computers & telecom	0	3,200	12,000	5,500	<b>20,700</b>
Medical equipment	0	0	0	0	<b>0</b>
Other capital expenses	4,000	4,000	15,000	0	<b>23,000</b>
<b>Sub total capital</b>	<b>4,000</b>	<b>7,200</b>	<b>27,000</b>	<b>5,500</b>	<b>43,700</b>
Programme management	58,000	146,550	36,085	35,158	<b>275,794</b>
Technical services	17,362	43,869	10,802	10,524	<b>82,558</b>
Professional services	19,255	48,651	11,979	11,671	<b>91,556</b>
<b>Sub total programme support</b>	<b>94,617</b>	<b>239,071</b>	<b>58,867</b>	<b>57,354</b>	<b>449,909</b>
<b>Transport &amp; storage</b>	<b>19,000</b>	<b>433,886</b>	<b>30,116</b>	<b>17,422</b>	<b>500,424</b>
Personnel (delegates & expatriates)	248,950	388,200	111,760	249,408	<b>998,318</b>
Personnel (local staff)	209,280	303,818	190,450	38,180	<b>741,728</b>
<b>Sub total personnel</b>	<b>458,230</b>	<b>692,018</b>	<b>302,210</b>	<b>287,588</b>	<b>1,740,046</b>
Travel & related expenses	159,510	102,458	33,900	46,742	<b>342,610</b>
Information expenses	62,140	32,916	37,880	4,988	<b>137,924</b>
Expert fees	0	36,000	16,000	14,400	<b>66,400</b>
Admin. - general expenses	10,200	58,188	10,680	72,404	<b>151,472</b>
Training workshops / seminars	10,000	20,000	5,500	15,000	<b>50,500</b>
<b>Sub total travel, training, general exp.</b>	<b>241,850</b>	<b>249,562</b>	<b>103,960</b>	<b>153,534</b>	<b>748,906</b>
<b>Total budget</b>	<b>860,157</b>	<b>2,173,370</b>	<b>535,153</b>	<b>521,397</b>	<b>4,090,078</b>