

Appeal 2002-2003



International Federation
of Red Cross and Red Crescent Societies

PAPUA NEW GUINEA (Appeal 01.41/2002)

	2002 <i>In CHF</i>	2003' <i>In CHF</i>
1. Disaster Preparedness	902,135	902,135
2. Health and Care	360,899	360,899
3. Organizational Development	744,775	774,775
4. Coordination & Management	222,303	222,303
Total	2,230,112	2,230,112

Introduction

National context

Papua New Guinea is the last string of islands spilling down from South East Asia into the Pacific, and forming a transition zone between the two areas. It has a total land area of 465,000 square kilometres and is the largest country in the South Pacific. At least 85% of its 5.2 million people live in rural areas, despite increasing urban migration to the major centres, and are basically still subsistence farmers.

Generally, the nutritional status of the population is poor. According to WHO, in 1995 the prevalence of underweight children under the age of five was 20 - 29%. Papua New Guinea (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. Only 28 % of PNG's population has access to safe drinking water, and only 22% has access to sanitation. PNG experiences the same profile of health problems as other developing countries, with infectious diseases representing the main burden of disease: malaria, diarrhoea, acute respiratory infections, tuberculosis and HIV/AIDS. The number of reported HIV/AIDS cases has grown at an alarming rate, giving PNG the highest prevalence rate in the entire Pacific region. Tuberculosis has re-emerged as a major public health problem. PNG's education indicators are also poor. The adult literacy rate is only 45 % and primary education is only reaching 56 % of school-age children.

PNG, a former colony of Australia, gained its independence in late 1975. It has a three-tier system of government (national, provincial and local) based on the Australian and Westminster models. It has an independent judiciary and public service. The language distribution in PNG is the most complex in the world, with over 800 languages or dialects in use. Although English is the official language of government, business and education, Tok Pisin (Pidgin) is the country's lingua franca and Motu is widely used in the Papua region.

On Bougainville, the devastation inflicted by the nine-year secessionist conflict and prolonged isolation from the international community has taken a serious toll. Left behind is a divided political infrastructure, ill-equipped to meet the most basic needs of the population. Only recently have hopeful signs of political stability and peace emerged. A peace signing ceremony was held in late August 2001 and an autonomous government is expected to take shape sometime in 2002.

¹ These are preliminary budget figures for 2003. and are subject to revision in the course of 2002.

The International Federation enjoys a unique status and respect on Bougainville because of its impartial and neutral presence and activities throughout the conflict; it can therefore reach areas that may still remain difficult or sensitive for other agencies. This situation should 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, it is still a very small society, with about 300 members in seven branches covering seven of the 20 provinces.

National society priorities

In the past few years the PNGRCS has focused on rebuilding and strengthening its headquarters staff as part of its efforts to expand its programmes and provide or extend support for its branches. Through the Federation-assisted Organizational Development and other programmes, the society is today in a position to launch various programme activities such as Community Based Self Reliance, Community Based Disaster Preparedness, HIV/AIDS prevention, first aid, and blood related programmes. In 2000 and 2001 hundreds of members, volunteers and staff were trained in the various community based programmes.

In 1999, the PNGRCS drew up a four-year plan, listing its priority programmes. Similar to the Federation's Strategy 2010, the PNGRCS core areas of activities are:

- HIV/AIDS awareness programme
 - Health Education, Health and Care, with special emphasis on community development
- Water/Sanitation (in Bougainville)
- Disaster Preparedness and Response
- Community Based Self Reliance
- Promotion of Fundamental Principles
- Organizational Development/Resource Development (OD/RD) -- which includes strengthening of the national society at all levels and building the volunteer corps of the society, which includes youth.

Priority programmes for Federation assistance

The International Federation aims to continue support to the activities carried out in 2001 by PNGRCS through the various core programmes as defined in Strategy 2010. Priority will be given to strengthening PNGRCS capacity at all levels and to its efforts to become a well-functioning national society as outlined in its development plan 2000 - 2004. It is focusing its development support on:

- disaster response
- Disaster preparedness capacity at headquarters and branch level
- health and care programmes, in particular the HIV/AIDS programme
- OD/RD.

The Federation will continue salary support for seven headquarters programme staff. As PNGRCS is a disaster prone country, the Federation will continue to train manpower and provide other support, especially emergency response, as needed.

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1. Disaster preparedness

Background and achievements/lessons to date

The national society Disaster Preparedness Programme for 2002 and 2003 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, two 'Training of Trainers' CBSR workshops were conducted, each one month long, with a total of 35 participants from the headquarters, all seven existing branches and from Bougainville. Following these workshops, a number of fact finding missions were carried out in order to select the project areas, establish a network with local government and other stakeholders, build relations with targeted community leaders, obtain an overview of selected communities, organize and mobilize the leaders to accept programme initiation and moreover, identify their own community participants, taking gender equity and impartiality into account. After completion of the groundwork, CBSR activity was launched in seven high-risk areas, beginning with one-month CBSR workshops. Approximately 250 persons from 60 different communities -- community leaders, women and youth representatives, teachers, nurse/medical assistants, representatives of church elders and community members -- participated in the training programme.

The 35 trainee facilitators who participated in the Training of Trainers CBSR workshop facilitated these workshops with the close support of Federation technical delegates. Afterwards, three follow-up visits were carried out in three project areas. Lessons learned during these visits were: initially, the fact finding team should spend more time in project areas to obtain an overview of the targeted communities in order to establish communication between local authorities, community leaders, and the Red Cross as well as other interested local stakeholders, and explore common avenues for working together by sharing available resources. The need for local branches was also emphasized, in order to maintain continuous liaison, and contribute in a sustainable manner to CBSR activities by the targeted communities and in the establishment of a participatory monitoring and reporting system. As a result, the overall CBSR project activities (i.e. fact finding mission, CBSR workshop at community level, follow-up/monitoring visits) will continue in new project areas, as well as in earlier targeted communities in a more systematic and sustainable manner in 2002 and 2003.

As part of the strengthening of disaster management capacity at headquarters and branch level, one five-day workshop on basic disaster management components was conducted in close co-ordination with the National Disaster Management Office in February, 2001. A total of 28 participants (staff and volunteers) from the headquarters, all existing branches and Bougainville attended.

Following this workshop at headquarters, four other basic disaster management workshops were carried out in disaster prone provincial branches, with a view to building local capacity to prepare an effective Disaster Preparedness Plan. Approximately 110 persons, male and female, in four provincial branches participated in these five-day workshops. They included Red Cross members, volunteers, CRY as well as other stakeholders (i.e. A District administrator, a local government administrative officer, a principal of a district nursing school, a harbour safety officer, and women representatives from church associations and local government). The national society trainee facilitators facilitated these workshops in close co-ordination with provincial Disaster Management Offices and with the close support of a Federation technical delegate. Moreover, after preparatory work including SWOT analysis and VCA at different levels, a National Disaster Preparedness Plan for PNGRCS has been formulated, launched and shared with all stakeholders to avoid duplication, overlapping and enhance co-operation during disasters.

It has become clear that the society's public relations network needs to be strengthened: information sharing as well as working together in partnership with other stakeholders in different areas needs to be explored and established. With this in mind, activities to strengthen disaster management capacity in 2002 and 2003 will include conducting more DM workshops in partnership with other stakeholders, developing branch preparedness plans, carrying out awareness activities in close co-ordination with other interested parties and updating essential DP stock for emergency response in selected high-risk provincial branches.

The main partner of the PNGRCS in disaster management and health care has always been the National Disaster and Emergency Services Committee (NDC), the Ministry of Health, plus various provincial authorities and hospitals. Additionally, the PNGRCS has a good working relationship with other NGOs such as the Adventist Disaster Relief Agency (ADRA), St. John's Ambulance and church organizations. Today, the main supporter of the PNGRCS, technically and financially, is the International Federation.

Goal To strengthen the disaster preparedness capacity of the PNGRCS and enable it to provide a timely response when disaster strikes, as well as to help communities, families and individuals most at risk to grow stronger, enjoy fuller and more productive lives and become less vulnerable.

Objectives and Activities

Objective 1 At the community level, by 2003, to prepare 78 most at-risk communities (18 in 2002 and 60 in 2003) in the 20 disaster prone areas of PNG to mitigate the effects of disasters, to respond effectively during disasters and to improve the health status of their communities. This will be done in partnership with local agencies, as necessary.

Activities to achieve objective 1 are:

- Continue to select and mobilize 78 most at-risk communities through an extensive fact finding field exercise.
- Introduce the CBSR programme to these 78 communities through an integrated approach.
- Conduct 13 one-month field level CBSR workshops, (3 in 2002 and 10 in 2003), involving more than 50 Red Cross trained staff and volunteers, targeting the above 78 communities.
- To assist the trained communities (78 new + 60 trained in 2000/01) to develop and update their Community Disaster Contingency/CBSR plan and provide other technical assistance as required.
- To carry out awareness raising related to the Red Cross Red Crescent Movement, CBSR Programme and environment related issues in approximately 160,000 communities (40,000 in 2002 and 120,000 in 2003) through more than 500 trained community volunteers using meetings, dialogue, video shows, rallies, posters, and reading materials, plus drama and singing shows by the combined team of community volunteers and professional hired groups.
- To organize 20 participatory monitoring and project evaluation workshops (10 in 2002 and 10 in 2003) with targeted communities.

Objective 2 At the branch level, to improve the CBSR and response capacity of PNGRCS in the most disaster prone areas of PNG; to ensure that appropriate technical and other support can be provided to all vulnerable communities by 10 branches (7 existing + 2 in process + Bougainville), in 20 project areas, in co-ordination with other stakeholders.

Activities to achieve objective 2 are:

- Continue with on the job training for branch staff and volunteers in all 10 branches, to upgrade their skills.
- Organize meetings/visits in all targeted branches with other stakeholders, with the aim of establishing partnership networks, sharing information and developing advocacy, in order to strengthen branch CBSR capacity, make the CBSR programme more sustainable and ensure further improvement and future expansion.
- Raise awareness of CBSR and environment issues through dissemination, using posters, reading materials, seminars, rallies, etc. in all branches plus Bougainville.
- Establish follow-up/monitoring as well as a periodic reporting mechanism for field level activities in all targeted provincial branches and Bougainville.

Objective 3 To develop CBSR and response capacity at the headquarters level, to co-ordinate these activities at the national level, and to effectively support branch and field level CBSR activities.

Activities to achieve objective 3 are:

- At headquarters level, continue to develop policies and guidelines for the CBSR programme.

- Continue with on the job training for the headquarters CBSR team, to increase their ability to plan and initiate CBSR project activities independently, with minimum assistance from delegates.
- The current five PNGRCS staff/volunteers who have been trained as instructors will conduct a one-week “Training of Trainers” course in 2002 to expand the pool of Trainers/Facilitators.
- Organize a regional exchange programme in 2002, as well as overseas advanced training in 2003, for the best five staff and best two volunteers, for the purpose of sharing ideas and further improving future DP/DR programme planning and management.
- Conduct an external review on the CBSR project towards the end of 2002 with a view to identifying its future direction.
- Develop, translate, print and distribute 1,000,000 copies (500,000 in 2002 and 500,000 in 2003) of different materials on CBSR in the local language(s) as part of resource development, in partnership with other agencies.
- Co-ordination with the Health Ministry, provincial authorities, National Disaster Management Office, and national as well as international agencies.

Objective 4 By 2003, expand the cadre of trained volunteers to more than 400 (236 by 2002 + 250 in 2003), especially at the branch level, through disaster management and other additional training programmes, in order to build the disaster preparedness and response capacity in a sustainable manner.

Activities to achieve objective 4 are:

- Organize, in 2002, a five-day disaster management workshop (in close co-ordination with the National Disaster Management Office) at national headquarters, with a maximum of 25 staff/volunteers and members, and other stakeholders responsible for contingency planning and management of the disaster response programme.
- Conduct 14 five-day basic disaster management workshops (four in 2002 and 10 in 2003), in close co-ordination with provincial disaster management offices, in selected disaster prone provincial branches, for 25 volunteers. They will include topics such as the basic concepts of disaster management, identification of disaster prone areas, hazard mapping, data collection, assessment, logistics/warehousing, relief management, disaster awareness and co-operation.
- Provide all necessary support to all 10 provincial branches (7 existing + 2 in process + Bougainville) in data collection, conducting VCA, SWOT analysis and hazard mapping, prior to formulating a branch DP plan.
- Continue developing policies and standard formats/guidelines on DP/DR, in line with the International Federation’s policies and guidelines, with the objective of preparing an effective plan for timely response.
- Pre-position and update essential DP stock for emergency response in 10 selected high-risk provinces (5 in 2002 and 5 in 2003).
- Purchase and install a radio communication system for the three highest-risk provincial branches.

Objective 5 Enhance the PNGRCS profile and its co-operation network at all levels with other agencies, authorities and NGOs through the dissemination of the PNGRCS national and branch Disaster Preparedness Plans (NDPP)(BDPP).

Activities to achieve objective 5 are:

- Undertake an awareness campaign (i.e. rally, seminar, production of awareness materials), in partnership and close co-ordination with other stakeholders in disaster management and environmental issues, at national headquarters and in all 10 branches, to target approximately 150,000 beneficiaries in 2002 and 200,000 in 2003. Activities will be organized in conjunction with World Environment Day, World Disaster Awareness Day as well as the World Disasters Report launching event.
- Conduct seminars and meetings with other stakeholders in targeted branches, to disseminate the draft branch DP plan and to stress the importance of working together during disasters.
- Launch the 10 branch DP plans by 2003 (5 in 2002 and 5 in 2003) in the presence of the relevant authorities, national and international agencies, NGOs, representatives from the corporate field, branch members and volunteers, in order to publicize the plans and to enhance co-operation during disasters.
- Staff and volunteers from the headquarters and branches will maintain regular contact with the relevant authorities and international and national organizations, keeping them informed of activities and developments in the PNGRCS.

- Printing/re-printing and distribution of more than 600,000 copies (300,000 in 2002 and 300,000 in 2003) of the PNGRCS national and branch disaster plans, plus other materials, to all concerned agencies, stakeholders and targeted communities.

Expected results

Expected results in the years 2002 and 2003 are:

- Reduced vulnerability of people in 138 (60 by 2002 + 78 by 2003) of the most high-risk communities.
- The PNGRCS headquarters' CBSR, CBDP and response capacity is strengthened and is able to co-ordinate and provide support to branches and field level CBSR activities.
- The CBSR, CBDP and response capacity of targeted branches is strengthened; they are able to co-ordinate and provide community based support to the 138 most at risk communities.
- More than 25 full fledged trained Red Cross staff and volunteers (10 in 2002 and 15 in 2003) will plan and run independently the CBSR and disaster management activities.
- More than 400 volunteers will be trained in disaster management at national headquarters and branch level including Bougainville (236 by 2002 + 250 in 2003), with at least 5 fully trained volunteers in each PNGRCS branch.
- Ten selected highest-risk provinces are equipped with basic emergency relief supplies for disaster intervention (5 in 2002 and 5 in 2003).
- The PNGRCS National DP Plan and 10 branch DP plans (5 in 2002 and 5 in 2003) will be in place, as well as all required DP/DR policies and other materials for dissemination among all stakeholders, donors and all branches, including targeted beneficiaries.
- Radio communication will be installed in the three most high-risk provincial branches for effective and timely response, as well as regular information updates.
- The image of the Society, the level of CO-operation/CO-ordination and the degree of respect from the public, NGOs, authorities, and international and national agencies will have increased, giving it a higher profile.
- The PNGRCS will be able to provide better service to the most vulnerable during normal times as well as during disasters.

Indicators

- Expansion of the CBSR programme, in the newly identified 78 most at-risk communities in the 13 most disaster prone areas in PNG.
- More than 300 new community volunteers trained in the 13 CBSR training programmes and able to facilitate self-help CBSR activities at their community level.
- Around 138 communities (78 new + 60 old) involved in VCA and drawing up their contingency plans (CBDP plan).
- More than 500 trained community volunteers (new + old) involved in the awareness campaign as well as other self-help CBSR activities.
- Establishment of a participatory monitoring, evaluation and reporting system.
- PNGRCS, strengthened by more than 20 volunteers and staff, is able to independently organize and conduct CBSR activities at community level.
- The five PNGRCS staff/volunteers trained as Instructors/Facilitators are able to train more Instructors /Facilitators.
- At least 10 trained branches are committed, effective, focused and able to assist the most vulnerable, especially during disasters.
- Better co-ordination and communication with stakeholders.

Critical assumptions

- The Federation DP delegate and CBSR programme co-ordinator are in place.
- Continued funding is made available and there are no currency fluctuations.
- Suitable PNGRCS counterparts are made available to the DP delegate and CBSR programme co-ordinator.
- Continued commitment to this programme by the PNGRCS.

- Sufficient and suitable PNGRCS staff members and volunteers are made available to participate in workshops and training programmes.
- No major disaster occurs during the implementation period, diverting the limited resources available within PNGRCS.

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, OD delegate, DP delegate, Finance/Administration delegate, their PNGRCS counterparts and representatives from the PNGRCS council, branches and appropriate Committees.
- PNGRCS and the Federation will visit the branches and all project activity areas periodically and keep regular contact.
- Regular visits by the branch, in co-ordination with other stakeholders, to all CBSR project areas, as well as close and regular contacts.
- Review of monthly reports received from the PNGRCS, branches and Federation delegates, as well as periodic reports from targeted communities.
- Monthly review of the progress by PNGRCS Senior Programme Officers (SPOs), Programme Officers and the Federation DP and CBSR Programme staff.
- Quarterly and final reports from the PNGRCS SPOs, branches and the Federation delegates.
- Regular discussions and feedback from representatives of PNGRCS council, branches, Committees, Secretary General, staff and community leaders.
- Continuous evaluation of progress and impact will be carried out jointly by PNGRCS and the Federation Delegation.
- A comprehensive external review will be carried out by the end of 2002.

DISASTER PREPAREDNESS PROGRAMME PAPUA NEW GUINEA RED CROSS SOCIETY BENEFICIARY BREAKDOWN : 2000 - 2003

Activities	Yr. 2000	Yr. 2001	Yr. 2002	Yr. 2003	Total
CBSR :					
Staff and volunteers trained under CBSR approach	35			20	55
Community group formation	Targeted: (3 areas x 6 comm.) 24 at present	Targeted:(4 areas x 6 comm.) 36 at present	Targeted: (3 x 6) 18 comm.	Targeted: (10 x 6) 60 comm.	138
Community volunteers trained	Targeted: (18 com. x 4 vols) 117 at present	Targeted: (24 com. x 4 vols) 116 at present	Targeted: (18 com. x 4 vols) 72 volun- teers	Targeted: (60 com. x 4 vols) 240 volunteers	545
Approximate beneficiaries under CBSR project through awareness activities run by community volunteers	10'000	30'000	10'000	150'000	200,000 (approx.)
Strengthening Disaster Response Capacity: Staff and volunteers trained		Targeted: (5 DM train x 25 particips) 136 at present	Targeted: (4 DM train x 25 particips) 100	Targeted: (10 DM train x 25 particips) 250	486
Approximate beneficiaries under awareness activities (i.e. rally, seminar, posters, etc. in World Environment		150'000	150'000	200'000	200,000 (approx.)

Day, World Disaster Awareness Day, dissemination of NDPP/BDPP plan					
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2. Health and care in the community

- **HIV/AIDS awareness programme**

Background and achievements/lessons to date

The risk of an HIV/AIDS epidemic is rapidly increasing in Papua New Guinea. The cumulative number of reported HIV antibody positive cases has reached 3,428 (PNG HIV Database, December 2000). An estimated 10,000 - 15,000 are currently infected with HIV/AIDS. A total of 970 new HIV cases were reported for the 12 months of 2000, a 28 percent increase over the number reported for 1999.

With its limited resources for health care, its cultural diversity and unbalanced social structure, PNG, like many other developing countries, has experienced a rapid growth in the prevalence of HIV/AIDS cases.

Efforts to reduce the spread of HIV/AIDS must be given support. As a member of the International Federation, the PNGRCS is committed to this cause, and endeavours to reach communities in remote areas through its branch network.

The government health authorities, with UNAIDS and AusAID, have initiated and are co-ordinating HIV/AIDS preventive programmes through the National Aids council Secretariat (NACS) and provincial HIV/AIDS co-ordination committees.

Bougainville Province needs greater HIV/AIDS awareness. NACS has declared Bougainville one of the most high risk areas in Papua New Guinea for the spread of HIV/AIDS. This is largely due to Bougainville's ten years of isolation during the crisis, resulting in the population's widespread ignorance of the threat and seriousness of the epidemic. Studies world-wide have demonstrated substantial increases in HIV transmission rates following conflicts. No surveillance of HIV/AIDS has been conducted in Bougainville in the last ten years, but in 2000 six people were diagnosed with HIV/AIDS in the province.

Over the past three years the International Federation in Bougainville has facilitated the conducting of HIV/AIDS awareness raising campaigns by community health workers in two districts in September and October 1999, reaching 5,000 people in 55 villages by May 2001. However, the Federation will slowly withdraw from being directly operational in Bougainville when a branch is set up.

PNGRCS conducted awareness workshops during 2000 and 2001 in four selected provinces where 95 staff and volunteers participated (54 males and 41 females); they also reached 3,000 high school students. The participants from these workshops are already carrying out HIV/AIDS awareness activities in their communities. In January 2001, PNGRCS printed awareness materials with different promotional messages, including booklets, comics, brochures, T-shirts, bags and stickers, and purchased 100,000 condoms for distribution to individuals and at public outlets.

Cultural taboos on issues of sex and condom promotion remain the main problem. People are unwilling to talk about the disease because of the stigma attached to it or because they feel they will be labeled as promiscuous. PNGRCS is addressing this problem by training volunteers in skills in all aspects of HIV/AIDS awareness and advocacy. The workshops conducted at the branch level were very well received by participants. Provincial authorities and representatives from the National and Provincial AIDS council were very appreciative and commended the quality and participation in the workshops.

Goal To prevent the transmission of HIV/AIDS and promote the care of HIV antibody positive people in selected provinces through health awareness.

Objectives and activities

Objective 1 Through the blood bank and the PNGRCS branch volunteer structures, expand awareness to 3 new and 7 existing branches.

Activities to achieve objective 1 are:

- Dissemination of information on Sexually Transmitted Diseases (STD) and promotion of HIV/AIDS awareness during blood donor recruitment sessions on an ongoing basis in 2002 - 2003.
- Raise HIV/AIDS awareness at the Blood Bank and in mobile units on an ongoing basis in 2002 - 2003

Objective 2 Provide counseling skills and knowledge on HIV/AIDS to 250 trainees (125 in 2002 and 125 in 2003) so that they can give psychological support to People Living With HIV/AIDS, their families and friends.

Activities to achieve objective 2 are:

- Conduct 10 training workshops (5 in 2002 and 5 in 2003) on counseling and care skills for PNGRCS staff and volunteers (25 participants per workshop)
- Provide salary support for one HIV/AIDS Programme officer specialized in counseling skills.

Objective 3 To assist the government to increase knowledge on the prevention of HIV/AIDS and its transmission and to promote care of HIV positive people among the population, through co-ordination with NGOs active in the same field.

Activities to achieve objective 3 are:

- Meet regularly with provincial HIV/AIDS Committees to share information, plan appropriate training workshops and HIV/AIDS modules, and co-ordinate other activities.
- Conduct 5 HIV/AIDS awareness workshops in 2002 for 5 branches which were not covered by the programme in 2001 (25 participants per workshop). Participants will include teachers, women's groups representatives, health workers, police, correctional and rehabilitation officers, youth and community representatives.
- Visit high schools and provide students with factual information on HIV/AIDS and STDs, targeting more than 10,000 students by the end of 2002.
- Distribute HIV/AIDS awareness materials in provinces where Red Cross branches are in existence and in other provinces where possible.
- Facilitate activities to coincide with World Aids Day in 2002 and 2003.
- Promote a wider exposure to HIV/AIDS information through drama, competition, and puppet shows by the 10 branches at the end of 2003.
- Review current materials and produce new materials on HIV/AIDS awareness.
- Facilitate HIV/AIDS awareness by contributing to the weekly provincial "Radio Tok Save" sessions and by using other media.
- Continue salary support for one HIV/AIDS Senior Programme Officer in charge of the programme.

Expected results

The expected results by the end of 2002 and 2003 are:

- An extended dissemination network in place, involving 3 new and 7 existing branches, by the end of 2002.
- An increase in communities' knowledge and acceptance of HIV/AIDS positive people, in 2002 and 2003.
- Formation of 10 support groups at community level by the end of 2003.
- Care skills of 500 volunteers (250 in 2002 and 250 in 2003) developed for families and People Living With Aids (PLWA).
- By the end of 2002, 250 volunteers from 10 branches will be competent to promote HIV/AIDS awareness in their communities, with a further 250 volunteers by the end of 2003.
- Quarterly dramas/puppet shows on HIV/AIDS by 5 branches by the end of 2002.
- HIV/AIDS awareness will be a major part of the established youth programme by the end of 2003.
- Production of HIV/AIDS education and awareness materials will continue in 2002 and 2003.
- By the end of 2002, more than 100,000 condoms will have been made available through public outlets.

Indicators

- Number of blood donors given information on HIV/AIDS.
- An increase in the number of PNGRCS volunteers actively participating in the dissemination of information on HIV/AIDS.
- Number of HIV/AIDS support groups established.
- Number of volunteers trained to conduct HIV/AIDS community awareness efforts.
- Monthly reports to Federation and PNGRCS on the increased activities of the HIV/AIDS programme.
- HIV/AIDS resources developed and distributed.
- Numbers of HIV/AIDS drama sessions.
- Activities conducted for World Aids Day.
- Condoms available in various public places.
- Increased demand for condoms.

Critical assumptions

- Funding is made available and is not affected by currency fluctuations.
- Availability of counterparts and volunteers throughout the project.
- Political stability and security will not deteriorate in Bougainville and other parts of the country.
- No natural disasters occur which could absorb the resources of PNGRCS and delay implementation.
- PNGRCS continues its commitment to this programme.
- Sufficient, suitable PNGRCS staff members and volunteers participate in workshops and training programmes.

Monitoring and evaluation arrangements

- Monitoring of this programme will be carried out in the following ways:
- Discussions and feedback from Red Cross branches, health authorities, provincial HIV/AIDS committees.
- Review of reports from PNGRCS Programme Officer and from branches.
- Regular monitoring/advisory visits by PNGRCS.
- Monthly reports of the project to PNGRCS.
- PNGRCS project officers and Federation delegates will monitor training workshops and community HIV/AIDS awareness sessions by volunteers.
- Community feedback, motivation, participation and requests to the HIV/AIDS programme.

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3. Organizational development

Background and achievements/lessons to date

The PNGRCS/Federation in-country working partnership has been active since 1993, but took a new turn in 1998 when the PNGRCS requested the Federation to assist it with organizational and resource development programmes. Following a self assessment and direction setting exercise in 1999, the PNGRCS began identifying organizational and resource development activities. In the process, the opportunity to examine the state of the Society became an important part of awareness raising, as well as a prelude to organizational change and development. The needs identified at all levels of the society were: training; organization and management structures; the task network; the public image context, and the broad action environment.

Based on needs identified, the PNGRCS/Federation organizational change and development efforts were defined as “development of abilities of individuals and the organization (PNGRCS) to perform functions effectively, efficiently and sustainably.” One hundred and ninety five volunteers and staff from PNGRCS headquarters and branches have been trained to conduct training in communities in eight provinces of PNG, and training activities in communities have been initiated.

The strategic development priorities of the PNGRCS flow from the organizational review carried out in 1999, followed by a four day workshop on direction setting for the national society. At the workshop a PNGRCS SWOT analysis was carried out.

Currently, besides the Secretary General, there are three Senior Programme Officers covering ORD, Health and Care and Disaster Preparedness/Response. There are also four Programme Officers, a Resource Development Officer, a Finance/Administration Manager and several support staff, all based at the headquarters in Port Moresby. Some of the staff have attended training programmes within the region or in the country over the last year. Almost all of the staff have gone through the CBSR workshop concept, Disaster Preparedness, HIV/AIDS and basic management and administrative elements that make organizations more successful. All persons trained in community service delivery programmes have continued at the community level workshops which took place between August - November 2000 in the remote disaster prone areas of PNG.

The national society has set up a Resource Development Committee which has defined policies for recruitment, fund-raising and diversifying fund raising methods. A working group has reviewed the constitution. Plans to set up more branches and to increase membership are being drawn up.

The ORD programme in the last two years was judged to be “in the right direction and with the appropriate approach.” Work within the programme objectives and activities has contributed to PNGRCS development, via the provision of appropriate funding and technical-physical opportunities, as follows:

- Technical assistance to the 2000 - 2001 programme design and processing.
- Organization, self assessment and direction setting, leading to the PNGRCS Strategic Five Year Development Plan 1999 - 2004.
- Focused training/workshops for volunteer and paid human resources in community based service delivery programmes, plus provision of support to national and branch governance and management structures.
- Increased Red Cross and Red Crescent Movement awareness and concerns through various staff, volunteer and community based training programmes, on subjects including Community Based Self Reliance, Disaster Preparedness, HIV/AIDS and governance leadership.
- The promotion of the current “enabling environment” that gives employees job satisfaction and motivates them to stay with the organization. However, more effort is needed in human resources: there is a need to develop policy guidelines for engaging capable staff, attractive working conditions, challenging assignments, opportunities for advancement wherever possible and, within PNGRCS limits, benefits that compare favourably with those offered by similar agencies.
- Quantifiable 2001 success indicators of human resources reached through organization management training include 27 males and 30 females.

The need in 2002 - 2003 is to continue building organizational capacity and improving the PNGRCS network; working on the public image context; and developing the Society's ability to effectively, efficiently and sustainably carry out its national Red Cross humanitarian mandate.

Goal The goal of this programme is to continue 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 and of promoting the Movement's Fundamental Principles among its staff, members and volunteers, the authorities and the public at large.

Objectives and activities

Objective 1 To promote the Movement's Fundamental Principles and values among the PNGRCS staff, members and volunteers (headquarters and branches), the authorities and the general public.

Activities in 2002 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.
- Work closely with the Youth Department of PNGRCS.

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

Activities in 2002 to achieve objective 2:

- Establish policy guidelines on the recruitment, retention and mobilizing of adult and youth volunteers and make them available to branches and committees for implementation.
- Conduct one workshop on membership recruitment and volunteering for 20 staff/volunteers from the headquarters and branches.
- Conduct eight 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.
- Provide computers for eight branches.
- Provide standard procedures for administrative, financial, logistical and other related areas.
- Fund the position of youth officer.

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

Activities in 2002 to achieve objective 3:

- Diversify fund-raising methods and explore ways of tapping government funding allocations for humanitarian and development programmes.
- Conduct one workshop for 20 staff and 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 2002 to achieve objective 4:

- Ensure meetings at all levels are held regularly and standard procedures on conducting meetings are observed.
- Ensure activities are organized 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.
- Provide reference books, particularly on institutional development, to the headquarters and 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 one workshop for 20 council members, staff and volunteers on drawing up a PNGRCS five-year development plan.
- Continue funding the position of OD officer.

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

Activities in 2002 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 Crescent Movement.
- Provide training for both governance and management, emphasizing and working towards achieving the goals of a well functioning national society -- accountability, systems/procedures in place and programmes for the most vulnerable.

Expected results

- Members, volunteers, staff, authorities and the public at large have a better understanding of the Fundamental Principles.
- Branches established in targeted provinces.
- Standard reference materials on governance and branch management and structures, policy documents, training manuals developed and in use.
- A revised constitution and rules
- Integration of youth into PNGRCS membership; volunteering policy in use.
- Governance members have a better understanding of their basic roles and functions.
- Five headquarters/branch information systems developed and in use.
- Five branch leadership training sessions/workshops held.
- Strategic fund-raising assessment and direction setting achieved and used according to projections developed.

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.
- Better understanding of the roles of governance and management.
- Regular meetings at various levels and a periodic audit carried out in accordance with the statutes.
- Type and number of policies, procedures and practices in place at the headquarters and branches and the extent to which they are followed.
- Type and number of resource development methods.

Critical assumptions

- The Federation's organizational and resource development delegate is in place.
- Funding is made available and there are no major currency fluctuations.
- Suitable counterpart is made available to work with OD/RD delegate.

- PNGRCS continues commitment to this programme.
- Sufficient, suitable PNGRCS staff members and volunteers participate in OD proposed activities and training programmes.
- No large scale disaster occurs during the implementation period, diverting the limited resources available within PNGRCS.

Monitoring and evaluation arrangements

This will be carried out in the following ways:

- Regular meetings between the Federation head of delegation (HOD), the OD delegate, PNGRCS counterpart and representatives from the council and branches.
- Federation HOD and PNGRCS Secretary General visits to branches and activity areas on a regular basis.
- Review of monthly reports received from PNGRCS, branches and the Federation delegate.
- Federation's attendance at PNGRCS governance meetings - the council, the Executive Committee and their related committees.
- Monthly review of progress by the Senior Programme Officer and the Federation OD delegate.
- Regular discussions with, and feedback from representatives of the council, branches, Committees, Secretary General and staff.
- An ongoing internal evaluation of progress and impact will be carried out jointly by the PNGRCS and the Federation delegation.
- A review will be carried out in January 2003.

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4. Coordination and management

Background and achievements/lessons to date

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

The PNGRCS Institutional and Resource Development (ID/RD) programme for the years 2002 and 2003 is a continuation of ID/RD programmes started in 1998. A series of workshops on governance and management were held, on common understanding and separation of roles between governance and management. Today governance members have a better understanding of their roles and there is 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, three senior programme officers cover 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 country and the region. Almost all staff participated in the CBSR workshop and have continued in the community level workshops held between August and November 2000 in remote, disaster prone areas. To enable the society to carry out its various programmes, the Federation will have to continue providing salary support for six headquarters programme staff.

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

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

Objectives and activities

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 are:

- 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 mobilizing its resources to assist vulnerable people.

Activities to achieve objective 2 are:

- Conduct training for both governance and management, emphasizing accountability, systems and procedures, and services for 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 Federation, and promote the Principles/policies of the Red Cross/Red Crescent Movement.

Activities to achieve objective 3 are:

- 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 at meetings of the government, international organizations, NGOs and donors.
- Provide support for donor visits and media interest in Red Cross/Red Crescent supported operations.
- Ensure visibility, publicity and recognition for donors to Federation supported programmes in PNG.
- Promote information sharing, exchange of experience and co-operation with the Secretariat, Regional Delegation and other Federation delegations.

Expected results

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

Indicators

- The delegation is 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 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 are 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.
- Continuous efforts to reduce costs.

Critical assumptions

- The Federation head of delegation and the finance/administration delegate are in place and there is appropriate hand over time.
- The PNGRCS continues its commitment and collaboration.
- Continued funding is made available and is not affected by currency fluctuations.
- The security situation remains stable.
- Suitable national staff are available.

Monitoring and evaluation arrangements

Monitoring and evaluation of these programmes 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 PNGRCS and the Federation delegation.

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PROGRAMME BUDGETS - 2002

Delegation : Papua New Guinea

PROGRAMME	Disaster Respn	Disaster Prep	Health & Care	Human. Values	IDRD	Reg. Co-operation	Co-ord. & Mgmt	TOTAL
Shelter & Construction	0	0	0	0	0	0	0	0
Clothing & Textiles	0	0	0	0	0	0	0	0
Food & Seeds	0	0	0	0	0	0	0	0
Water	0	0	0	0	0	0	0	0
Medical & 1st Aid	0	0	0	0	0	0	0	0
Teaching Materials	0	28'600	0	0	5'000	0	0	33'600
Ustensils & Tools	0	0	0	0	0	0	0	0
Other Relief Supplies	0	7'500	0	0	0	0	0	7'500
Subtotal Supplies	0	36'100	0	0	5'000	0	0	41'100
Land & Buildings	0	0	0	0	0	0	0	0
Vehicles	0	0	0	0	0	0	0	0
Computer & Telecom	0	22'000	0	0	24'000	0	7'400	53'400
Medical Equipment	0	0	0	0	0	0	0	0
Other Capital Equipment	0	10'000	0	0	16'000	0	0	26'000
Subtotal Capital	0	32'000	0	0	40'000	0	7'400	79'400
Programme Management	0	60'831	24'335	0	50'220	0	14'990	150'376
Technical Services	0	18'210	7'285	0	15'033	0	4'487	45'015
Professional Fees	0	20'194	8'079	0	16'672	0	4'976	49'921
Subtotal Programme Support	0	99'235	39'699	0	81'925	0	24'453	245'312
Subtotal Transport & Storage	0	66'300	0	0	3'950	0	7'350	77'600
Delegates & Expatriates	0	168'200	2'000	0	180'400	0	114'600	465'200
Local Staff	0	48'000	18'000	0	25'000	0	19'000	110'000
Subtotal Personnel	0	216'200	20'000	0	205'400	0	133'600	575'200
Travel & Related Expenses	0	8'000	2'000	0	22'500	0	12'200	44'700
Information	0	89'700	0	0	10'000	0	300	100'000
Professional Fees (Expert)	0	6'000	3'600	0	0	0	500	10'100
General Expenses	0	14'000	13'000	0	21'400	0	36'500	84'900
Training Workshops & Seminars	0	334'600	282'600	0	354'600	0	0	971'800
Security	0	0	0	0	0	0	0	0
Subtotal Travel & General Expenses	0	452'300	301'200	0	408'500	0	49'500	1'211'500
TOTAL BUDGET	0	902'135	360'899	0	744'775	0	222'303	2'230'112