

Training Report  
" Sphere Humanitarian Charter  
and Minimum Standards in Humanitarian Response"

Terre des hommes Italia#  
32 training hours  
Up 21/2/2022 To16/3/2022



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## 1. Introduction.

The training course "Sphere Humanitarian Charter and Minimum Standards in Humanitarian Response" seeks to build workers capacities in disaster response, using the Sphere handbook in their responses or within their daily work, Where participants receive many topics on the Sphere principles, which deals with many international standards and concepts, we will start with an overview of the emergence of Sphere and its development during the past twenty years, In addition to get acquainted with the sections of the Sphere Handbook and Viewing the foundation chapters(Humanitarian Charter-Protection Principles- Core Humanitarian Standard)

The main points the training talked about are Understanding vulnerabilities and capacities first line workers faced during their responses, and learning how to use the standards in the context. The standards apply throughout the program cycle in addition to the four technical chapters in the Sphere Handbook (Water Supply, Sanitation and Hygiene Promotion (WASH)-Food Security and Nutrition -Shelter and Settlement -Health) and Coordination between chapters and linking the minimum standards with the humanitarian charter, the principles of protection and the Core Humanitarian Standard.

The course provides the opportunity for the participants to qualify to participate in a series of the following courses, The Sphere courses include several levels that differ in their content "a Sphere workshop, a Sphere principles course, specialized courses, training courses for trainers...", participants benefit from these courses, which are considered as one series within the framework of a theoretical and practical training program.

## 2. Training objectives.

"Sphere Humanitarian Charter and Minimum Standards in Humanitarian Response" objective is to familiarize participants with the Sphere Handbook and its chapters and the humanitarian response based on quality and accountability and how to use Sphere Handbook in designing a coordinated, comprehensive, rights-based humanitarian response.

## 3. Course contents.

Date	Subject	time	Duration	Notes
First day Monday 21-2-2022	Introducing - opening session	12.00-12.45	45	
	What is sphere?1	12.45-13.15	30	
	Break1	13.15-13.30	15	
	What is sphere?2	13.30-14.30	60	
	Break2	14.30-14.45	15	
	The Humanitarian Charter	14.45-15.45	60	
	Evaluation and conclusion of the training day	15.45-16.00	15	
The second day is Wednesday 32-2-2022	Recap First day	12.00-12.30	30	
	Protection Principles1	12.30-13.15	45	
	Break1	13.15-13.30	15	
	Protection Principles2	13.30-14.45	75	
	Break2	14.45-15.00	15	
	what is sphere in your context	15.00-15.45	45	
	Evaluation and conclusion of the training day	15.45-16.00	15	
Third day Monday 28-2-2022	Recap The second day	12.00-12.30	30	
	The Core Humanitarian Standard	12.30-13.15	45	
	Break1	13.15-13.30	15	
	The Core Humanitarian Standard	13.30-14.45	75	
	Break2	14.45-15.00	15	
	Use the Sphere Handbook	15.00-15.45	45	Distribution of the Handbook
	Evaluation and conclusion of the training day	15.45-16.00	15	
Fourth day Wednesday 2-3-2022	Recap the Third day	12.00-12.30	30	
	Water Supply, Sanitation and Hygiene Promotion (WASH)1	12.30-13.30	60	Explanation + exercise
	Break1	13.30-13.45	15	
	Water Supply, Sanitation and Hygiene Promotion (WASH)2	13.45-14.45	60	workgroups
	Break2	14.45-15.00	15	

	Water Supply, Sanitation and Hygiene Promotion (WASH)3	15.00-15.45	45	discussion
	Evaluation and conclusion of the training day	15.45-16.00	15	
Fifth day Monday 7-3-2022	Recap the Fourth day	12.00-12.30	30	
	Food Security and Nutrition1	12.30-13.30	60	Explanation+exercise
	Break1	13.30-13.45	15	
	Food Security and Nutrition2	13.45-14.45	60	workgroups
	Break2	14.45-15.00	15	
	Food Security and Nutrition3	15.00-15.45	45	discussion
	Evaluation and conclusion of the training day	15.45-16.00	15	
Sixth day Wednesday 2022-3-9	Recap the Fifth day	12.00-12.30	30	
	Shelter and Settlement1	12.30-13.30	60	Explanation+exercise
	Break1	13.30-13.45	15	
	Shelter and Settlement2	13.45-14.45	60	workgroups
	Break2	14.45-15.00	15	
	Shelter and Settlement3	15.00-15.45	45	discussion
	Evaluation and conclusion of the training day	15.45-16.00	15	
Seventh day Monday 14-3-2022	Recap the Sixth day	12.00-12.30	30	
	Health1	12.30-13.30	60	Explanation+exercise
	Break1	13.30-13.45	15	
	Health2	13.45-14.45	60	workgroups
	Break2	14.45-15.00	15	
	Health3	15.00-15.45	45	discussion
	Evaluation and conclusion of the training day	15.45-16.00	15	
Eighth day Wednesday 16-3-2022	Recap the Seventh day	11.30-12.00	30	
	Sphere and project cycle	12.00-12.30	30	
	Sphere, the Humanitarian Standards Partnership	12.30-12.45	15	
	the cross-cutting themes	12.45-13.30	45	
	Break1	13.30-13.45	15	
	Case Study	13.45-14.45	60	
	Break2	14.45-15.00	15	
	discussion groups	15.00-15.45	45	
	Course evaluation end of the course	15.45-16.30	45	

#### 4. Participants.

We reached 17 employees from the staff of the headquarters of the organization Terre des Hommes Italy divided by job title:

programmers' Manager1.

- Project manager3.
- Health & Nutrition Advisor1.
- Education officer1.
- Field Coordinator1.
- Administrator2.
- HR Assistant1.
- Finance2.
- procurement2.
- Volunteer1.
- Logistic officer1.
- M&E officer1.
- Security & safety officer1.

(Attachment 1: Names of trainees - Attachment 2: Names of trainers).

#### 5. Training methodology.

The training methodology was approved by agreement between the participating trainers and was as follows:

The first day: we started the training with Introducing opening session, expectations, and rules of the course and pre-test, then an introduction to multiple concepts, disasters and its management, disaster cycle, and types of disasters, starting with the two foundational chapters: What is Sphere, the Humanitarian Charter, then the first day was reviewed and evaluated, in addition to dividing fixed groups to do reviews at the beginning of each day.

The second day: we started the second day with feedback from the previous day and Recap First day, then the start of the second foundational chapter the principles of protection, we presented the concepts of protection in general and the four principles of protection, and some important points were explained using the videos,

and then the protection egg was explained, including the various procedures, and activity was conducted by Groups to fix the ideas of protection principles and procedures for protection eggs, and then review and evaluate the second day.

The third day: we started the third day with feedback from the previous day and a Recap second day, then the start of the fourth and final foundational chapter, which is The Core Humanitarian Standard, and a brief explanation of the chapter and how the alliance of humanitarian standards emerged. Then the nine standards were explained, discussed, and ideas were established through the activity of linking standards to commitments and preparing short sketches. The Sphere Handbook was distributed and divided to facilitate use and to explain the structure of the standards in general, and then the third day was evaluated.

Fourth day: we started the fourth day with feedback from the previous day and a Recap third day, then we started the first technical chapter, which is Water Supply, Sanitation and Hygiene Promotion (WASH), where a simple dialogue scenario was carried out to review water sources and potential problems in general and during disasters, then the parts of this chapter and its criteria were explained from the sphere handbook and taking examples of key actions, key indicators, and Guidance notes and its relationship with the foundational and technical chapters and how to link them, then it was moved to a case study for the technical chapter as a practical activity on the use of the Sphere handbook, and at the end, the solution to the case study was discussed with the whole group and the evaluation of the fourth day.

The fifth day: we started the fifth day with feedback from the previous day and a Recap fourth day, and then the start of the second technical chapter, which is the chapter on food security and nutrition, where the concepts of food security and nutrition, each in general, and the potential problems that occur during disasters were discussed, then the parts of this chapter and its criteria were explained from the sphere handbook And taking examples of Key actions, Key indicators, and Guidance notes and its relationship with the foundational and technical chapters and how to link them, then it was moved to a case study for the technical chapter as a practical activity on the use of the Sphere handbook, and at the end, the solution to the case study was discussed with the whole group and the evaluation of the fifth day.

The Sixth day: we started the sixth day with feedback from the previous day and a Recap fifth day, and then the start of the third technical chapter, which is Shelter and Settlement through brainstorming about the types of shelters and the concept of human settlements, in addition to illustrative pictures and videos. Then the parts of this chapter and its criteria were explained from the sphere handbook and examples of Key actions were taken The key indicators and Guidance notes and their



relationship with the foundational and technical chapters and how to link them, then moved to a case study for the technical chapter as a practical activity on the use of the Sphere handbook, and at the end, the solution to the case study was discussed with the whole group and the sixth-day evaluation.

Seventh-day: we started the seventh day with feedback from the previous day and a Recap sixth day, and then the start of the fourth and final technical chapter, which is the health chapter, by getting to know the public health services and the services provided by the TDH organization. Then the parts of this chapter and its criteria were explained from the sphere handbook and examples of Key actions were taken The key indicators and Guidance notes and their relationship with the foundational and technical chapters and how to link them, then moved to a case study for the technical chapter as a practical activity on the use of the Sphere guide, and at the end, the solution to the case study was discussed with the whole group and the evaluation of the seventh day.

The eighth day: we started the eighth day with feedback from the previous day and a Recap of the Seventh-day, and then some important subjects were addressed in Sphere, (Sphere and the project cycle- standards partnership and its links- and ended with the cross-cutting themes) that were concluded with a group discussion on the Understanding vulnerabilities and capacities. then we presented a video to concept clarification of coordination between the various Sphere sectors and work in the field, and we conclude the training day with a comprehensive case study of all sectors and discussion by all participants and conclude the Sphere course, a final evaluation of all training and the distribution of certificates

## 6. Evaluation of the course.

Three different tools were used to evaluate the training by the participants:

1. Daily evaluation and recommendations to improve training during the next day, and analysis of the main knowledge gained on the training day.
2. At the end of the training an individual questionnaire was conducted to estimate the quality and satisfaction of the participants with the training course.

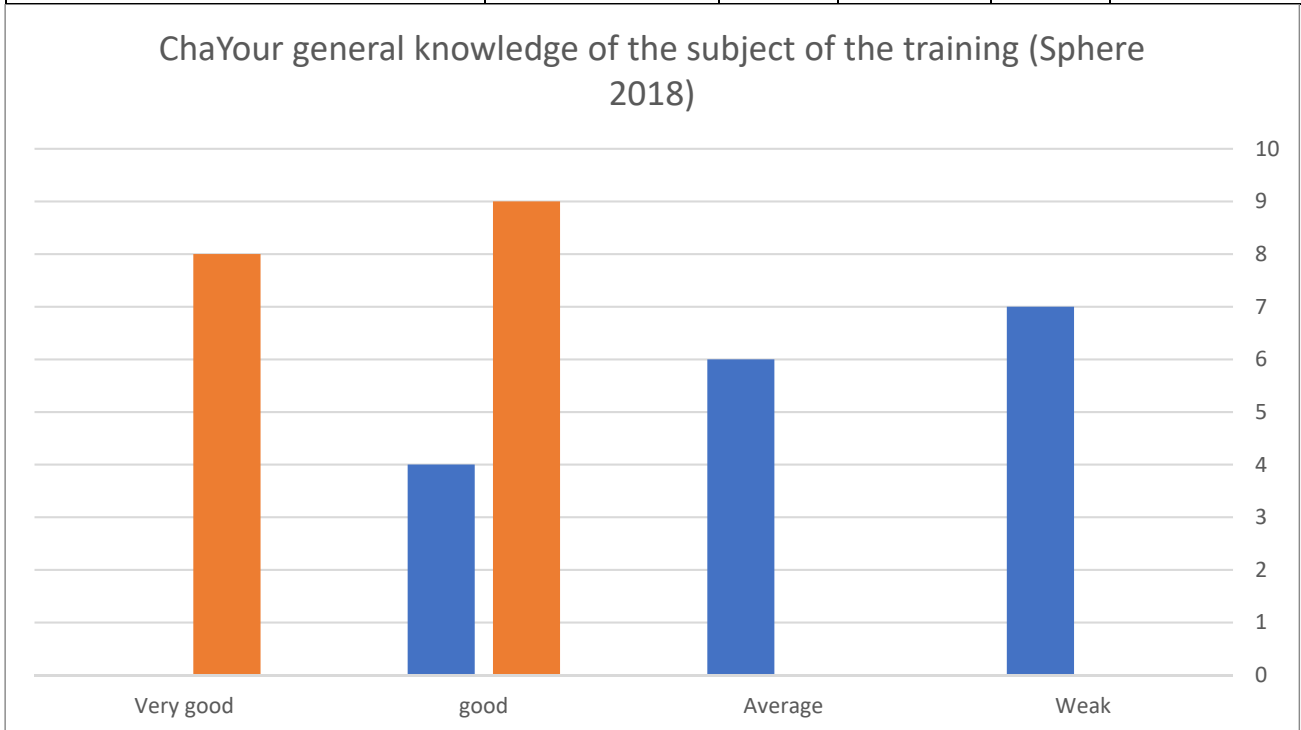
The final questionnaire:

	0%	25%	50%	75%	100%
Course program (of time and subjects)	0	0	3	11	3
How much did you understand and interact with the subjects?	0	0	0	14	3
Simplify and install ideas	0	0	7	3	7
organize training	0	0	3	9	5

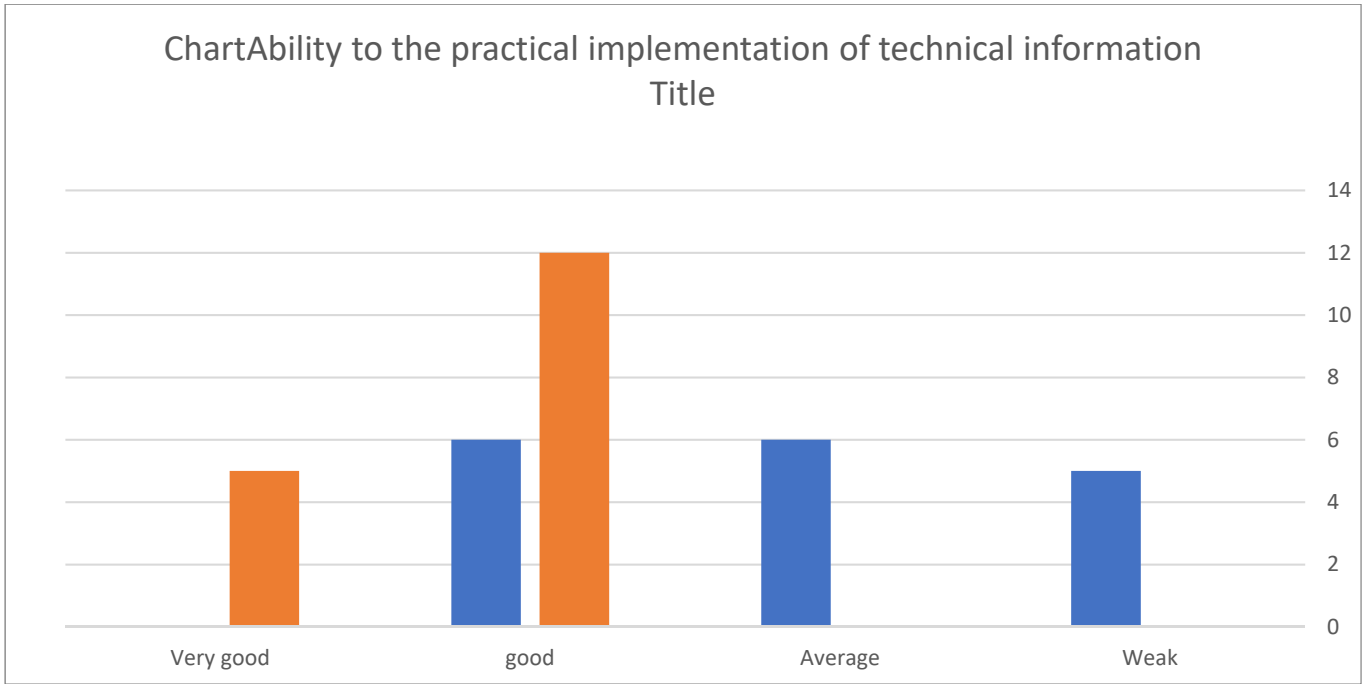
training place	1	3	9	2	2
Training time was enough	0	1	2	10	4
I am satisfied with the training	0	1	0	12	4
The information in training is new	0	0	2	8	7
The training environment is comfortable and interesting	0	0	2	7	8
using clarification methods was good	0	0	3	10	4

3. A pretest was done before the training and another at the end of training to Measure the immediate impact of training.

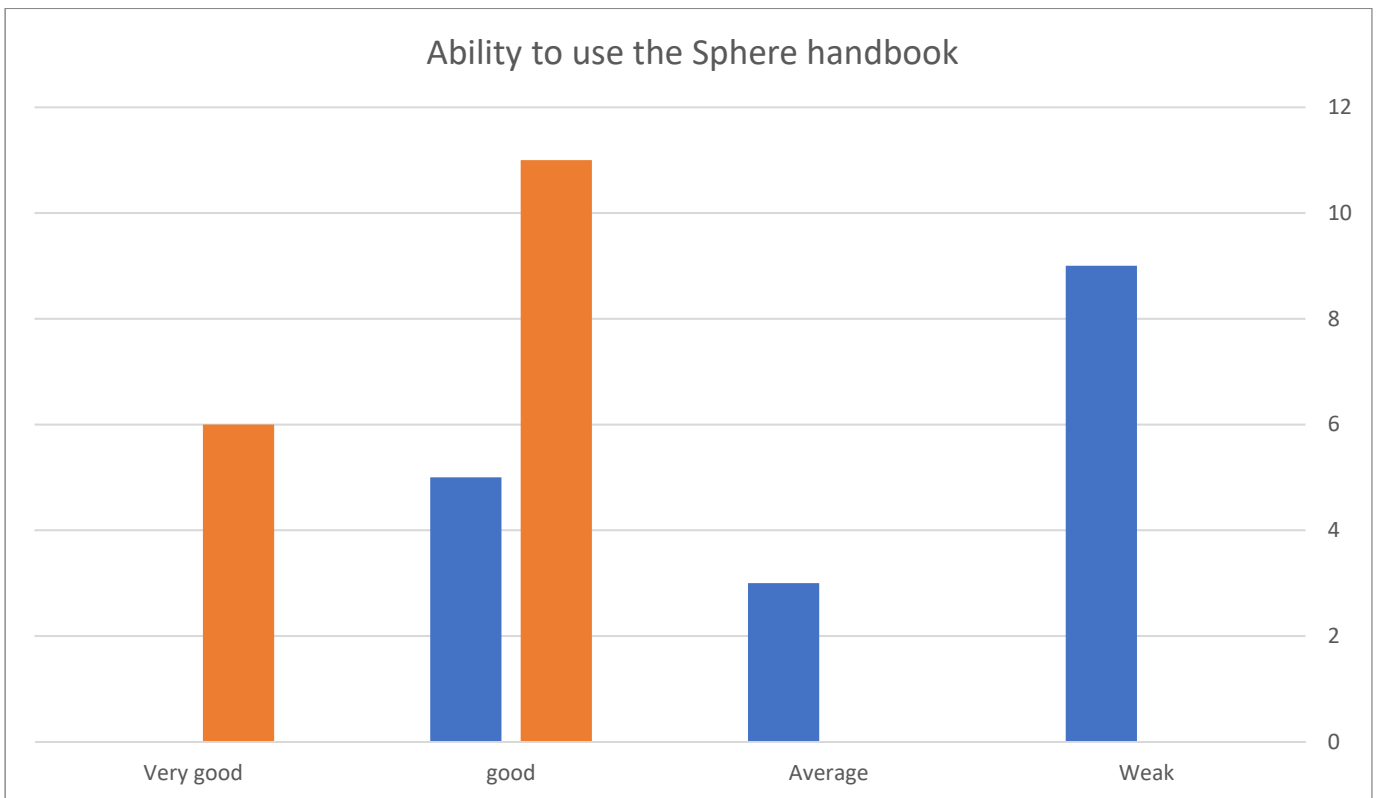
The subject	Pre-Training / Post-Training	Weak	Average	good	Very good
Your general knowledge of the subject of the training (Sphere 2018)	Pre-Training	7	6	4	0
	Post-Training	0	0	9	8
Ability to the practical implementation of technical information	Pre-Training	5	6	6	0
	Post-Training	0	0	12	5
Ability to use the Sphere handbook	Pre-Training	9	3	5	0
	Post-Training	0	0	11	6



Pre-Training ■ Post-Training ■



Pre-Training ■ Post-Training ■



Pre-Training ■ Post-Training ■

## 7. Suggestions and recommendations.

- Increase the time of the training an extra day and increase the rest periods more between sessions.
- Additional time for case studies.
- The practical application of the Sphere standards and the key indicators in the field and at work.
- Follow-up training of the active trainees.
- A better and wider training place.
- A specialized course for trainers (TOT).

## 8. Attachments.

### 8.1. Participants:

Sr.	Participant	title
1	Tarek Ziad AlBaaj	Health & Nutrition Advisor
2	Wassim Abdalaziz Jaroush	Project manger
3	Mhd Shadi Mhd Ayman Al Azmeh	Project manger
4	MOHAMAD SAMIR ALRAIS	Finance assistant
5	Yara Alkahwaji	Education officer
6	ALIA ALSHAGHOURI ALHAYEK	programme Manager
7	Farah Mohammad Ali	Volunteer
8	Bana Ziad Al Baaj	Project manger
9	Dima kaseem Masoud	Field Coordinator – Rural Damascus
10	Jobran Satee Fallouh	procurement officer
11	Nedaa Zakaria Muhimed	M&E officer
12	Joseph Moussa Chalhoub	Logistic officer
13	Abd Al Majeed Bilal	Security & safety officer
14	Rwaida Alshahoud	HR Assistant
15	Ranim Yazji	Administrator

16	Shadi Makdissi	procurement assistant
17	Hiba Hasan Almohammad	Junior Accountant

8.2. coaches:

1	Rabia Abou Assaleh	Sphere coach
2	Ammar Al Jaour	Sphere coach

End of Report