

# Appeal

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**India**

## **Floods in Bihar, India – ASIN84 Appeal Target: US\$ 1,761,189**

Geneva, 1 September 2008

Dear Colleagues,

Over two million people are reported to be affected by floods in Bihar, India, the worst floods to hit this region in decades. A BBC report of 30 August notes that the death toll has risen to 70, and at least 124,000 people have been evacuated to safer grounds. The Save the Children Alliance reports that over 500,000 children have been put at risk. Information below has been received from ACT member Church's Auxiliary for Social Action (CASA), which is in the process of mobilizing a substantial emergency response.

The Kosi River, which gathers water from some of the highest mountains in Nepal, including Everest, and enters India in north Bihar, changed its course, and shifted over 120 km eastwards on 18 August 2008. In the process it has rendered useless more than 300 km of embankments that had been built to control its waters, and picked up a channel it had abandoned over 200 years ago. The effect has been enormous, inundating numerous towns and villages that were considered "flood safe areas", and that had not seen such floods for decades. It is a catastrophe far greater than the annual floods. People from various villages have taken shelter along the roads as most of their houses have been washed away in the flood waters. The districts of Supaul, Saharsa, Araria, Madhepura, Katihar and Purnea have been badly hit. Supaul District is the most impacted area (500,000 people affected). Road linkages, water and electricity supplies in the above districts have been badly disrupted. Railway tracks in several places have been submerged under water. Nearly 50,000 people are trapped on the east-west corridor highway, while relief workers said people have taken shelter on roof tops and trees in remote areas. Six teams of the National Defense Reserve Fleet, along with the Army and Air Force, have been pressed into action in the affected districts. About 17,000 food packets have been airdropped and 71 relief camps have been set up by the government so far. The state government, while sending out an SOS to the Central Government of India, has issued an emergency appeal to all national and international agencies to help the affected population, besides providing every possible assistance to them.

CASA has approved support for 5,000 families in the affected area of Bihar, in the form of ready-to-eat food, i.e. one kg Jaggery (molasses) and 10 kg flattened rice, as an immediate response. The emergency staff from CASA's East Zone office are in the affected area to carry out this initial relief distribution and make a first hand assessment of the situation, and to establish a base camp with requisite infrastructure and logistical support.

Considering the devastation and scale of this disaster, and also in view of the various ongoing emergency interventions in East Zone, an inter-zonal team is being constituted comprising experienced staff from other zonal offices of CASA to respond to this major disaster. CASA is treating this as a major catastrophe and is therefore planning to intervene in a meaningful and substantial manner with a large-scale program providing ready to eat food, dry ration kits, clothing, utensils, blankets, plastic sheets and some construction material and latrines as a short term rehabilitation measure.

An ACT Alert was sent out on 21 August 2008 (No. 32/2008), referring to heavy rains and floods in India, Nepal and Pakistan. This was followed by an ACT Update disseminated on 26 August 2008, providing information on the floods in Bihar. ACT member **CASA** has prepared the attached proposal for emergency assistance, comprising food as and non-food items for the most needy flood victims. (It is noted that ACT member Lutheran World Service India (LWSI) is also present in this emergency-affected area, is carrying out an assessment, and will be presenting their own proposal. Once received, this Appeal will be revised accordingly).

**Project Completion Date:**

**CASA – 28 February 2009**

**Reporting schedule:**

	<b>Interim narrative &amp; Financial</b>	<b>Final Narrative &amp; Financial</b>	<b>Audit</b>
<b>CASA</b>	<b>31 December 2008</b>	<b>30 April 2009</b>	<b>31 May 2009</b>

Summary of Appeal Targets, Pledges/Contributions Received and Balance Requested

	<b>US\$</b>
<b>Appeal Target</b>	<b>1,761,189</b>
<b>Less: Pledges/Contr Recd</b>	<u>0</u>
<b>Balance Requested from ACT Alliance</b>	<b>1,761,189</b>

John Nduna

Director, ACT Co-ordinating Office

## I. REQUESTING ACT MEMBER INFORMATION

### The Church's Auxiliary for Social Action (CASA)

## II. IMPLEMENTING MEMBER AND PARTNER INFORMATION

The relief programme will be implemented directly by CASA, with the assistance of partner organisations and the church network.

**CASA** is registered as a Society under the Societies' Registration Act XXI of 1860. Its members consist of 24 Protestant and Orthodox Churches in India, and CASA functions as the only outreach arm of these Churches. As the Related Agency of the National Council of Churches in India, CASA is mandated to do relief work on behalf of all the Protestant Churches in India.

CASA has a history of responding to emergencies and disasters since 1947 and is mandated to work in a purely secular manner in all spheres of its programme activities including humanitarian assistance programmes. CASA's response is regardless of considerations of caste, creed, language, ethnic origin or political affiliation. Priority is given to families belonging to scheduled castes, scheduled tribes and female headed households, the elderly and infirm and other people in difficult economic circumstances. Operating on an all-India basis, CASA responds to 60-70 emergencies – both natural and man-made – per year. CASA has a decentralised disaster preparedness plan. This system has been created through the establishment of a wider and more effective infrastructure network and capacity building programme for CASA staff, representatives of Churches, and identified partner organisations, both at the disaster management and grassroots level, who can respond to a call for assistance at short notice, in consultation with and on behalf of the Churches in India. This network is backed by relief materials purchased and pre-stocked at CASA's warehouses at strategic locations throughout the country. The amount of relief material stored at these locations at any given time is determined on the basis of hazard mapping done by CASA, and is subject to constant review and update.

## III. DESCRIPTION OF THE EMERGENCY SITUATION

**Background:** The Kosi River, which gathers water from some of the highest mountains in Nepal, including Everest, and enters India in north Bihar, changed its course and shifted over 120km eastwards on 18 August 2008. In the process it has rendered useless more than 300 km of embankments that had been built to control its ever-angry waters. The effect has been enormous, inundating numerous towns and villages that were considered "flood safe areas", and had not seen such floods for decades – the area last saw floods in 1952. The Kosi River has broken its embankment to pick up a channel it had abandoned over 200 years ago, drowning towns and numerous villages, affecting more than two million people, and rendering over a million homeless. About a hundred people have been reported dead.

The people of Supaul, Madhepura, and Araria Districts in Bihar had faith in the embankments built on both sides of the Kosi River to keep the waters from flooding the adjacent plains. But they had not reckoned with the enormous force unleashed by 51 billion cubic metres of water. Finally, it broke through the embankment just after the barrage at Bhimnagar — and swept into its old course. The fear is that the 3km wide breach is growing by about 200 metres a day. The Bhimnagar barrage is just 12km away, and should the breach reach the barrage, huge inhabited areas of Supaul, Saharsa, Araria, Madhepura, Katihar and Purnea Districts would be drowned, spelling an even bigger disaster.

According to reports the initial breach which took place on 18 August 2008 has now widened to about three kilometres, and bridging the gap would require a mammoth technical operation. Of the total 1.44 lakh cusec flow of the Koshi through the barrage, the river, after the breach, was outpouring a massive 1.18 lakh cusec through its new route crossing through the Bihar plains. Its new meeting point with the Ganga in the southeast is yet to be known since the Kosi's course has become totally unpredictable. Satellite images show an ever widening expanse of gushing water through the affected districts. It is estimated that the repair work on the breach, lying within the Nepalese territory, will cost around Rs. 3,000,000,000 (ca US\$ 67,907,399). According

to official sources, the repair work can be started only by mid October after the rainy season. The displaced people will have to remain in camps for at least a year.

#### IV. DESCRIPTION OF THE SITUATION IN THE AREA OF THE PROPOSED RESPONSE

##### Impact on Human Lives

Over two million people are reported to be affected by this disaster. Initial reports say that over a hundred people have died so far and over a million people have become homeless. People from about 800 villages have taken shelter along the roads as most of their houses have been washed away in the flood waters. The districts of Supaul, Saharsa, Araria, Madhepura, Katihar and Purnea have been badly affected. Supaul district is the most severely affected area (500,000 people in the district alone). It is a catastrophe unlike the usual annual floods. The overflowing river has breached its embankment near the Bhimnagar barrage, close to the Nepal border, and is rushing down as a mile-wide stream to the Ganga, over 100 km to the south. Unlike floods, this is not calm water but an angry torrent, making relief work very difficult.

Road linkages, water and electricity supplies in the above districts have been badly disrupted. Railway tracks at several places have been submerged under water. Nearly 50,000 people are trapped on the east-west corridor highway while relief workers report people having taken shelter on roof tops and trees in remote areas. According to reports, the high current inundation is so massive that it has totally altered the habitation pattern of decades, if not centuries, with the flood waters surging through relatively safe villages, farmlands, fields, buildings and other infrastructure. Other major rivers like Ganga, Ghaghra, Burhi Gandhak, Bagmati and Punpun were reported to be flowing above the danger level, causing sleepless nights for those living near.

As a result of the disaster situation there has been a steep rise in prices. Flattened rice or “choora” is selling at Rs 80 to Rs 100 a kg and milk at Rs 100 to Rs 150 a litre. A packet of biscuits, which otherwise would cost Rs 3, now comes for anything between Rs 20 and Rs 50 in the flood-hit villages of the districts. This is also evident from the figures furnished by the Supaul administration. It admits that over 900,000 people of five blocks in the district have been affected by the floods.

About six teams of the National Defence Reserve Fleet, along with the Army and Air Force have been pressed into action in the affected districts. Four helicopters, 33 motorboats and over 150 other boats have been pressed into service. About 17,000 food packets have been air dropped and 71 relief camps have been set up by the government so far.

The official sources of the state government said that these were not the “normal” Bihar floods. The element of surprise has rendered the situation catastrophic. The state government of Bihar, while sending out an SOS to the Central Government of India, has issued an emergency appeal to all national and international agencies to help the affected population. However, the Government efforts are proving to be insufficient due to the sheer scale of the affected population. It has been reported by the rescue workers that the situation was “chaotic, sad and frustrating” with acute shortage of resources.

##### Key problems and issues

- ▲ **Immediate food:** Many of the houses have been washed away or lay submerged in water. The affected people, after having lost all their possessions, are in immediate need of food to sustain themselves.
- ▲ **Household articles:** Most of the affected families have lost household articles and are therefore deprived of basic necessities such as clothing, blankets, utensils and other articles of daily use.
- ▲ **Resettlement, intermediate shelters and the onset of winter:** From the initial analysis of the flood situation it is becoming apparent that one of the key issues in the mid /long-term perspective is going to be the resettlement of the people whose villages, land and other sources of livelihood are now part of the new channel of the Kosi River. It is incumbent upon the Government of Bihar to provide land for resettlement on this scale. It does not, at this point of time, seem possible that the Government of Bihar would be in a position to acquire sufficient land for allotment to the displaced persons in a timely manner. Going by past experience this can be a long term process, which at times can take years to resolve. The immediate

concern therefore is to ensure that people have appropriate and durable intermediate shelters till such time these issues can be resolved. Since winter is fast approaching, urgent action will be required.

- ▲ **Policy matters:** CASA, other NGOs and civil society organizations have a major role to play in lobbying and action towards securing people-friendly policies for resettlement and rehabilitation in the coming days. CASA is, therefore, gearing up to work on such advocacy issues at the central, state and district levels, directly as well as through some of the apex bodies and networks such as Sphere India and Inter-Agency Group at various levels.
- ▲ **Capacity building on shelter management and water and sanitation:** In addition to the provision of temporary shelters and latrines, CASA is also looking into the aspects of shelter management, sanitation and waste disposal, and drinking water, for which linkage is made to inputs being provided by other NGOs and the Government. However, sensitization and capacity building on these issues will be part of the activities that CASA would undertake.
- ▲ **Need for revisiting the appeal at a later stage:** Much of the area under reference is marooned and not easily accessible. There may be additional dimensions that the current needs assessment may miss. A certain amount of flexibility for revisiting and revising the initial proposal is therefore desirable. It would also take some time for the entire issue of resettlement of the displaced people to crystallize. It would then become possible to look very closely and meaningfully at some of the other aspects related to livelihood recovery and housing for which CASA may at a later stage come out with a separate appeal.

### **Locations for the proposed response**

After the initial assessment by the senior level staff of CASA, meetings were held with the local partners/church clergy leaders and institutional heads of the partner organisations to share the assessment, formulate the response needs and operational strategies, and finalize locations for the response. CASA proposes to undertake the flood relief programme initially at **Supaul, Madhepura, Araria and Saharsa Districts**, which are the worst affected.

The immediate response requirements identified are as follows:

- Ready to eat food
- Distribution of dry rations
- Distribution of relief sets
- Distribution of plastic sheets
- Setting up of transit shelters
- Setting up of latrines

## **V. TARGETED BENEFICIARIES**

Priority will be given to the most vulnerable sections of the affected people such as the marginalised communities, excluded communities, widows, physically challenged, single female headed families and children. The most vulnerable sections among excluded communities (including dalits), like the *Musaha, Sada, Pashwan, Pasi, Ram*, etc. and other marginalized sections of the society will be given priority. It is an unfortunate fact that these dalit communities are socially, economically and culturally excluded from the mainstream of development and rehabilitation processes. The proposed relief/rehabilitation programme will make special efforts to be inclusive in its approach and give priority to these excluded communities.

### **Criteria for beneficiary selection**

CASA has sent its staff to the affected areas to make an on the spot assessment of damage and relief needs. CASA is in constant touch with the District Administration, Municipal Commissioners and local churches/institutions to assess the situation and coordinate the relief response. CASA is in the process of identifying the beneficiaries in cooperation with its partner agencies. The assistance of the local government agencies and the village leaders will also be taken into account in the identification process, which will seek to identify those whose needs are the greatest. This may be measured in terms of the relative loss suffered (both in terms of people and property), socio-economic background of the selected beneficiary, and also the vulnerability factor of women and children, the elderly and infirm.

**Primary Stakeholders:** These are families that are displaced due to flooding and consequent loss/damage of their houses and belong to the weakest section of the society, particularly marginal and landless farmers, female headed households, children and those with low access to basic services. This relates directly to the displacement of people, the temporary stoppage of gainful employment, damage/loss of household goods, livestock and property. In order to survive during this critical period the poor and marginalized sections of the community who are the primary reference groups have to resort to taking loans from money lenders and land owners. The provision of relief materials will address many of the survival needs of the flood victims, and will help the affected people to meet their immediate needs. The heaviest burden imposed by the floods has been on the womenfolk who have to look after the welfare of the entire family in an abnormal and adverse situation. The provision of relief materials consisting of household goods will go a long way in reducing their hardship.

**Secondary stakeholders:** These include Panchayati Raj (local self government) leaders, local NGOs and CBOs, Block Development Officers and district and state level relief, revenue disaster management and rehabilitation bureaucrats and coordinators.

**Local participation:** CASA adopts a participatory approach to its programmes. CASA places emphasis on local capacity building, education, awareness and training. Participation by the secondary stakeholders is expected to result in a wider impact of the programme. CASA will ensure active involvement and participation of the beneficiaries, churches, partner organisations and panchayat leaders in the implementation, monitoring and evaluation of the project activities.

## VI. PROPOSED EMERGENCY ASSISTANCE AND IMPLEMENTATION

**Goal:** The goal of the project will be to mitigate the effects of the floods on the human population and help them on the path of recovery.

### Objectives:

- ▲ To provide ready to eat food for 5,000 flood affected families
- ▲ To provide dry rations to 10,000 flood affected families
- ▲ To provide clothing, blankets and other articles of daily use to 10,000 affected families
- ▲ To provide plastic sheets to 10,000 affected families which will serve as a temporary shelter
- ▲ To provide transit shelters and latrines for 2500 families

### Activities and Outputs

- ▲ Distribution of ready to eat food for 5,000 flood affected families in Bihar
- ▲ Distribution of dry rations to 10,000 affected families in Bihar
- ▲ Provision of clothing, utensils and blankets to 10,000 flood affected families in Bihar
- ▲ Provision of plastic sheets to 10,000 affected families
- ▲ Setting up 625 number of transit shelters to provide shelter for 2500 families
- ▲ Setting up 625 field bore-hole latrine units

### Description of Assistance

In view of the present emergency situation, the following activities are proposed under this emergency intervention:

#### Relief distribution:

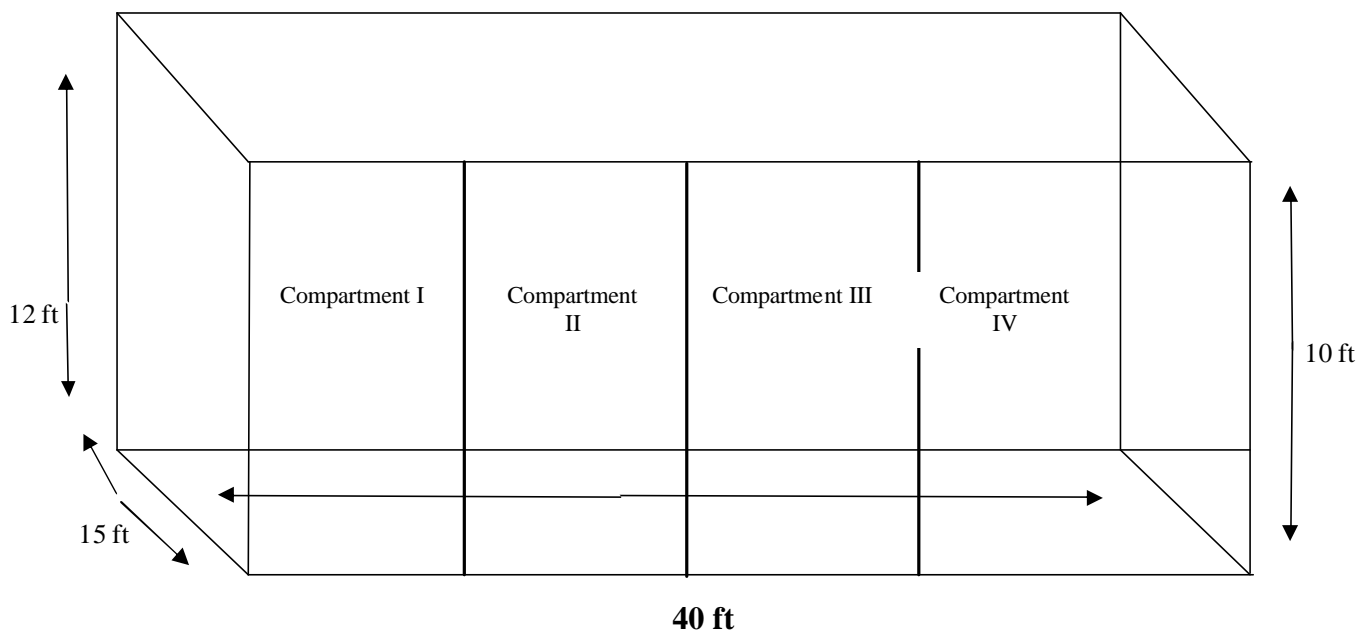
- ▲ **Ready-to-eat food:** 5,000 families in the affected area of Bihar, will be provided with ready to eat food i.e. 1 Kg Jaggery (molasses) and 10 Kg Flattened Rice, as an immediate response.
- ▲ **Dry Rations:** It is proposed to provide 10,000 dry ration kits to affected families in Bihar (each dry ration kit consists of 10 kgs rice, 2 kgs lentils, 1litre edible oil, 1 kg salt, 200 gm turmeric powder and 200 gm chilli powder). For the 10,000 dry ration kits, 1,00,000 kgs of rice, 20,000 kgs of lentils, 10,000 litre of edible oil, 10,000 kgs of salt, 10,000 packets of turmeric powder and 10,000 packets of chilli powder will be purchased locally.

- ▲ **Household articles:** 10,000 relief sets each will be provided in Bihar. Each set will consist of the following items:
  - 1 Woollen blanket
  - 1 Dhoti (a garment worn by the men)
  - 1 Saree (women apparel), 9 items of aluminium utensils
  - 1 cotton floor mat (Dari)
  - 1 bedsheet
  - 4 meters of cotton (Markin) cloth
  - 2 plastic containers (10 litre each) for storage of water
  - Cotton wool roll (250 gm.)
  - 5 pieces of Gamcha (towels)
  
- ▲ **Plastic Sheet:** 10,000 pieces of plastic sheets (polythene sheets, 15’ by 12’) will be provided to the affected families, which will serve as an immediate temporary shelter for the families who have lost almost everything in the flood waters. These sheets will also provide the women with much needed privacy during this crisis period.
  
- ▲ **Transit shelters:** According to the Home Ministry’s assessment, Bihar would have to house and feed at least 400,000 - 500,000 people by conservative estimates, till early next year. This is an alarming situation and would require supreme efforts from the government also the support of humanitarian agencies.

It is also reported that another barrage along the Kosi river is likely to be breached and in that case the situation would be catastrophic.

It is felt that this disaster may trigger one of the world’s biggest human evacuations. The exodus should continue over the next weeks with the scared population spread over six districts finally veering round to timely escape as the only option. By now, almost 100,000 marooned people have moved to safe highlands, the bulk of them by Government boats and many on their own. The reluctant trickle of people leaving their homes is now a torrent after an emotional appeal by the Chief Minister of Bihar, urging people to cut their losses and leave with their cattle. At the time of reporting, over 10,000 people had beseeched the administration officials in Madhepura areas to take them to safety.

CASA proposes to construct 625 transit shelters in the affected areas, which will house 2,500 affected families. The proposed shelter will be of dimensions 15ft x 40ft. The height of the shelter at the back side will be 12ft and the height at the front side will be 10ft. Each shelter will have four equal compartments of 10ft x 15ft, adequate to house four families. Therefore 625 shelters will provide accommodation for 2,500 families. The average family size is five. The shelters will be made using locally available resources like bamboo, GCI sheets, bamboo mats, ropes and basic hardware materials like nails. The rough design of the shelter is as given below:



- ▲ **Latrines:** It is proposed to set up 625 field bore-hole latrine units along with the transit shelters to cater to the sanitation needs of 2,500 affected families. Each latrine unit will comprise 4 toilets, i.e. one for each family.

**List of Villages:** The names of the villages identified for relief assistance in the state will be provided subsequently.

**Project implementation methodology:**

CASA's experience of many flood relief programmes taken up in the past will form a platform of knowledge and experience for implementing the proposed programme. CASA will be the main implementing partner and will provide periodic reporting on the progress of the programme.

The existing staff of CASA will be used for organising the various activities.

The CASA Delhi Headquarters will coordinate the overall operation which includes expertise in disaster response, logistics and emergency communications.

Some of the initiatives taken up by CASA are as given below:

- CASA has approved support for 5,000 families in the affected area of Bihar, in the form of ready to eat food i.e. 1 Kg jaggery (molasses) and 10 kg flattened rice, as an immediate response.
- The emergency staff from CASA's East Zone office are moving into the affected area, to carry out this initial relief distribution and also to carry out a first hand assessment of the situation and establish a base camp with requisite infrastructure and logistic support.
- Considering the devastation and scale of this disaster, and also in view of the various ongoing emergency interventions in East Zone, an inter zonal team is being constituted comprising of experienced staff from other zonal offices of CASA to respond to this major disaster.
- The Chief Zonal Officer of West Zone, has been asked to move to the affected area in Bihar to coordinate this inter-zonal team. An additional Emergency Officer of East Zone will take over once the programme is up and running.

Some of the relief material (Dhotis, sarees, utensil sets and blankets) will be sourced from existing disaster preparedness stocks from several locations and the remaining balance will be purchased locally by a deputed purchase committee. These committees will include staff, partner and church representatives.

CASA is in the process of identifying the beneficiaries in cooperation with its partner agencies.

On completion of the survey the distribution of relief materials will begin. Members of the target group will be involved in identification of families who will receive the relief sets. The assistance of the local community will also be solicited during the actual distribution of the relief material. Government and local church representatives will be invited to witness the distribution wherever possible.

**Specific inputs for project implementation:**

- ▲ **Food, non-food items and plastic sheets:** summarized above.
- ▲ **Construction of Temporary Shelter (40' length x 15' width x 12' height at the back side & 10' at the front):** It is proposed to construct 625 Temporary Shelters for 2,500 Families. Each temporary shelter has a provision for 4 families to take shelter. Each temporary shelter consists of the following:
- 32 Nos. GCI Sheets 3' x 10' for one shelter @ Rs 800/- per GCI Sheet
  - 50 pcs. Bamboo (12 pcs. column, 10 pcs. rafter, 16 pcs. perlin and 12 pcs. for binding and doors for one shelter) @ Rs 60/- per bamboo
  - Hardware material such as rope, nail etc. @ Rs 1000/- for one shelter
  - Bamboo Mats totalling 1,705 sq. ft. @ Rs 6/- per sq. ft.
  - Earth filling for Plinth Elevation (44' x 18' x 2') - 1,584 cft @ 50 cft per person day = 32 person days
  - Dressing = 03 person days

- **Total** = 35 person-days @ Rs 100/- per person-day
  - Shelter construction labour cost of 10 skilled labours @ Rs 150/- per day
  - Shelter construction labour cost of 30 unskilled labours @ Rs 100/- per day
- ▲ **Construction of Field Toilets:** It is proposed to set up 625 field bore hole latrine units along with transit shelters for the affected families in Bihar state. The construction cost of each toilet is Rs 12,000/- .
- ▲ **Other (Capacity Building Workshops):** Budgetary provision has been made for organising Capacity Building Workshops on Shelter Management in the area of health, hygiene and waste disposal in the transit shelter camps.
- ▲ **Transport:** Truck rental and related costs for relief material movement to local warehouse and distribution point:
- The first item under this heading relates to cross-country movement of relief materials to local warehouses.
  - The second item under this heading relates to secondary transport for material movement from warehouses to distribution points.
  - Six four-wheel drive vehicles of CASA will be used in Bihar for the flood relief operation in the villages. Therefore, only fuel and maintenance costs are budgeted.
- ▲ **Loading and unloading charges for relief commodities:** This line covers the charges necessary for loading and unloading of relief sets, dry rations and temporary shelter material during the transportation and distribution processes. The price is based on the familiarity with local standard rates.
- ▲ **Insurance of Goods:** Considering the risk of the materials being looted during transit, as a precautionary measure, budgetary provision has been made for insurance of these relief materials.
- ▲ **Personnel, Administration, Operations and Support:**
- **Travel:** For the travel of regional staff, Headquarters staff and visitors, a budgetary provision has been created.
  - **Field Staff:** Two Coordinators, thirteen field staff, six drivers - a total 21 staff members - will work entirely for this project and will be responsible for the implementation, management, monitoring and reporting for field activities. Salary and daily allowance is based on the established scale of the organisation.
  - **Volunteers:** Thirty volunteers will work with our CASA staff for this project in Bihar state and will be allocated full-time for this project in the coordinating office at the zonal level. Daily allowance is based as per the scale of the organisation.
  - **Boarding and Lodging:** Two Coordinators, thirteen field staff and six drivers (21 staff) will be allocated full-time for flood relief operation in Bihar. This will cover the cost of their boarding and lodging.
  - **Insurance:** 21 staff of CASA will be covered under personnel accident insurance who will work full-time for flood relief operation in Bihar.
  - **Office Utilities:** This amount covers all office utility costs for field staff and zonal offices from all over India.
  - **Godown:** This amount covers the cost for storage of relief material for onward distribution in the operational areas.
  - **Office Stationery:** This line covers all office stationery at the project, supervisory and zonal offices related to flood relief programme.
  - **Mobile Phones:** This line covers the usage of mobile phones by Field Coordinators/zonal & project staff in the implementation and monitoring of this project.
  - **Fax and Email:** This amount covers all fax and email costs at the project, supervisory and zonal officers in Bihar.
  - **Documentation, Reporting, Promotion and Visibility:** This cost covers the documentation, reporting, promotion and visibility of funding partner work in the operational areas including process documentation and still/video photography.

#### **Code of Conduct and Sphere Standards:**

The staff involved in the project has been sensitised on the need to follow the Code of Conduct of the international Red Cross and Red Crescent Movement and Non-Governmental Organisations (NGOs) in Disaster Relief as well as the ACT guidelines on prevention of sexual abuse and gender, while implementing the project.

The quality and quantity of relief supplies undertaken are in the spirit of the Sphere Standards, to restore the life of the affected people with improvements or at least to the level in which they were before the disaster and/or in line with the existing common standards of the area.

**Planning Assumptions, Constraints And Prioritisation:**

The floods have impacted the flow of food and other supplies to the states. This situation has become grimmer due to decreasing purchasing power of the people. It will be a challenging task for the proposed project to tap the outlets for clothing, food and other commodities on proposed rates. The rates are fluctuating currently towards higher side due to demand-supply gap. Transportation will be another area of concern, due to damage to the road infrastructure. CASA will make attempts to procure food items and other materials locally or from nearby places to reduce the transportation costs. Supplies of electricity and telecommunication facilities in the rural areas are not expected to be restored immediately. Inundation, water logging, disruption of road communications and shortage of country boats will continue to pose problems.

**Implementation timetable**

The total project duration of this relief intervention will be 6 months from its inception. The total duration will of course also depend upon timely mobilization of resources.

**VII. ADMINISTRATION, FINANCE**

The overall financial management and control will be with the CASA Headquarters. At the zonal level it will rest with the Chief Zonal Officer. At the implementing level the Field Coordinators will be responsible for financial monitoring and control. The accounts will be maintained by qualified accountants and the entire project account will be consolidated at Kolkata. This office will scrutinize the accounts and submit the same to Headquarters for onwards submission. Preparation of financial report of the project and the final audit of the account would be done at the headquarters level. An audit will be conducted at the end of the project implementation. The team consisting of external auditors will be visiting the project area during the project period.

**VIII. MONITORING, REPORTING AND EVALUATION**

The zonal office and sector offices of CASA have the requisite infrastructure and personnel for continuous monitoring of the programme at the field level, which would be done on a regular basis through field visits, submission of reports, staff-partner meetings and interaction with beneficiaries. CASA will ensure the active involvement and participation of the beneficiaries in the implementation, monitoring and evaluation of the project activities. The programme will be constantly monitored for ensuring that it progresses along the planned framework, and also in order to fine-tune it as and when required, based on field responses. A report will be submitted on completion of the intervention. At the end of the programme a review will be conducted to assess the impact of the programme and document learning for future planning.

**IX. COORDINATION**

CASA Headquarters will be in touch with resource partners. Contacts with the local churches and partner organisations in these states are already strong. CASA will involve the churches and the regional/local NGOs in co-ordinating the relief intervention. The purpose would be to make the effort more effective and to avoid any possible duplication of efforts in the areas of intervention. This programme will be conducted with the approval and co-operation of the State Governments and district officials.

CASA is maintaining regular contact with local administrations for proper coordination and effective implementation of the proposed programme. CASA is already participating and will continue to participate in coordination meetings called by the state/district administration in these states, and other networks. CASA intends to place some key staff at the state capital Patna, to work with the inter-agency group on issues related

to coordination, advocacy and other policy related matter. The co-ordination at the state level is with the zonal office of CASA in Kolkata and sector offices in Eastern India. Co-ordination, monitoring, consolidation of reports and accounting will be the main functions of these co-ordinating offices.

CASA is contacting and sharing information with ACT India members in order to effect proper co-ordination in the relief intervention and to avoid duplication of work. CASA had telephonic discussion with UELCI and LWSI regarding this emergency situation and the status is as given below:

- UELCI is not contemplating any response to this emergency
- LWSI is planning to implement a response programme to this massive flooding. CASA will maintain close coordination throughout the duration of this program to ensure that there is no overlapping or duplication.

Members of the target group will be involved in identification of families who will receive assistance and all efforts will be made to involve them in all facets of the programme intervention to promote transparency and ownership.

Linkages with development actors working within the project area pre-exist based on CASA's prior activities and NGO partnerships in these areas. CASA will be working in coordination with other NGOs and will be networked with them for ensuring coordinated implementation of its programmes so as to complement and supplement those being implemented by other agencies. At the district, block and panchayat levels too, CASA is in constant touch with all three State Government authorities, local panchayat leaders and the NGOs.

## X. BUDGET

		Type of Unit	No of Units	Unit Cost INR	Budget INR	Budget US\$
<b>EXPENDITURE</b>						
<b>DIRECT ASSISTANCE</b>						
<b>I.</b>	<b>CRISIS PHASE</b>					
	<b><u>Food Relief Assistance</u></b>					
a.	Jaggery @ 1 Kg to 5000 families	Kgs	5,000	38	190,000	4,634
b.	Flattened Rice @ 10 Kg each to 5000 families	Kgs	50,000	22	1,100,000	26,829
	<b>Sub total</b>				<b>1,290,000</b>	<b>31,463</b>
a.	Rice 10 Kgs	Kgs	100,000	16	1,600,000	39,024
b.	Lentils (2Kgs)	Kgs	20,000	60	1,200,000	29,268
c.	Edible Oil (1 litre)	litre	10,000	95	950,000	23,171
d.	Salt	kgs	10,000	10	100,000	2,439
e.	Turmeric Powder (200gms per pkt.)	packet	10,000	24	240,000	5,854
f.	Chili Powder (200 gms per packet)	packet	10,000	28	280,000	6,829
g.	Polybags for packing	piece	10,000	12	120,000	2,927
	<b>Sub total</b>				<b>4,490,000</b>	<b>109,512</b>
<b>II.</b>	<b><u>Non Food Relief Assistance</u></b>					
a.	Woolen Blankets (1 Pc.)	piece	10,000	103	1,030,000	25,122
b.	Dhoti (1 pc.)	piece	10,000	61	610,000	14,878
c.	Saree (1pc.)	piece	10,000	72	720,000	17,561
d.	Al. Utensils (9 pcs.)	set	10,000	490	4,900,000	119,512

e.	Cotton Floor Mat (Dari) (1 pc.)	piece	10,000	100	1,000,000	24,390
f.	4 Metre Cotton Cloth (Markin) (1 pc.) @ Rs 30/- per metre	metre	40,000	30	1,200,000	29,268
g.	Bed Sheet (1 pc.)	piece	10,000	100	1,000,000	24,390
h.	Plastic Container-10 litres x 2 (2 pcs.)	piece	20,000	60	1,200,000	29,268
i.	Cotton Wool Roll 250 gm (1 pc.)	piece	10,000	50	500,000	12,195
j.	Hand Towel (Gamcha) (5 pcs.) @ Rs 50/- per hand towel	piece	50,000	50	2,500,000	60,976
k.	Polybags for packing	piece	10,000	25	250,000	6,098
	<b>Sub total</b>				<b>14,910,000</b>	<b>363,659</b>
<b>III.</b>	Polythene Sheet for Shelter 170 GSM (size 15' x 12')	piece	10,000	385	3,850,000	93,902
	<b>Sub total</b>				<b>3,850,000</b>	<b>93,902</b>
<b>IV.</b>	<b>Construction of 625 Temporary Shelters</b>					
a.	GCI Sheets ( 3' x 10' ) ( 32 pcs per shelter. x 625 shelter)	piece	20,000	800	16,000,000	390,244
b.	50 pcs. Bamboo (12pcs. Column, 10 pcs. Rafter, 16 pcs. Perlin & 12 pcs. for binding & doors for one shelter)	piece	31,250	60	1,875,000	45,732
c.	Hardware Material (rops, nails etc.) taken lumpsum Rs 1000/- per shelter x 625 shelter	lumpsum			625,000	15,244
d.	Bamboo Mats Cladding (Back 40'x 12 (480sqft);Front 40' x 10' (400 sq.ft.); both sides 15' x 12' + 10' (330 sq.ft.); Partitions(3Nos.) 15' x 11' (495sq.ft.)	sq.ft	1,065,625	6	6,393,750	155,945
e.	Earth filling for Plinth Elevation 44' x 18' x 2' (32 persondays) + dressing (3 persondays)=35 persondays @ Rs 100/- per personday	Person/day	21,875	100	2,187,500	53,354
f.	Shelter construction labour cost of 10 skilled labour @ Rs 150/- per day	labour	6,250	150	937,500	22,866
g.	Shelter construction labour cost of 30 unskilled labour @ Rs 100/- per day	labour	18,750	100	1,875,000	45,732
	<b>Construction of Field Toilets</b>					
a.	Construction of 625 Nos. Field Toilets	toilet	625	12,000	7,500,000	182,927
	<b>Sub total</b>				<b>37,393,750</b>	<b>912,043</b>
<b>V.</b>	<b>Other</b>					
a.	Capacity Building Workshops - Shelter Management incl Health, Hygiene & Waste Disposal	workshop	15	10,000	150,000	3,659
	<b>Sub total</b>				<b>150,000</b>	<b>3,659</b>
	<b>TOTAL DIRECT ASSISTANCE</b>				<b>62,083,750</b>	<b>1,514,238</b>
<b>VI.</b>	<b>TRANSPORT, WAREHOUSING &amp; HANDLING</b>					
	<u>Transport</u>					
	For Crisis Phase					

a.	Truck rental for relief material movement to local warehouse	truck load 9 Tons	20	15,000	300,000	7,317
b.	Secondary Transport (warehouse to distribution point)	lumpsum			250,000	6,098
c.	Fuel & Maintenance charges for 6 Four wheel vehicles	month	6	150,000	900,000	21,951
d.	Warehousing				0	0
e.	Handling				0	0
f.	Loading & Unloading of charges	lumpsum			80,000	1,951
	Insurance of Goods	lumpsum			100,000	2,439
					<b>1,630,000</b>	<b>39,756</b>
<b>VII.</b>	<b>PERSONNEL, ADMINISTRATION, OPERATION &amp; SUPPORT</b>					
	<b>Travel</b>					
a.	Local & Regional travel of senior & field staff	lumpsum			350,000	8,537
	<b>Salaries</b>					
a.	2 Coordinators	month	6	60,000	360,000	8,780
b.	13 Field Officers	month	6	260,000	1,560,000	38,049
c.	6 Drivers	month	6	60,000	360,000	8,780
e.	D.A. for 2 Coordinators	month	6	9,000	54,000	1,317
f.	D.A. for 13 Field Officers @ Rs 150/- per day	month	6	58,500	351,000	8,561
g.	D.A. for 6 Drivers @ Rs 150/- per day	month	6	27,000	162,000	3,951
h.	Honorarium 30 Volunteers @ Rs 150/- per day	month	6	135,000	810,000	19,756
i.	Boarding & Lodging 21 Field Staff for crisis phase	month	6	378,000	2,268,000	55,317
j.	Insurance 21 staff for crisis phase	lumpsum			50,000	1,220
	<b>Sub total</b>				<b>6,325,000</b>	<b>154,268</b>
	<b>Office</b>					
a.	Office utilities for crisis phase	month	6	80,000	480,000	11,707
b.	Godown rent for crisis phase	month	6	60,000	360,000	8,780
c.	Office Stationery for crisis phase	lumpsum			80,000	1,951
						0
	<b>Communication</b>					
a.	Usage of 8 mobile phones	month	6	40,000	240,000	5,854
b.	Usage of Fax & Email etc. for crisis phase	month	6	60,000	360,000	8,780
c.	Documentation, Reporting, Promotion and Visibility	lumpsum			500,000	12,195
	<b>Sub total</b>				<b>2,020,000</b>	<b>49,268</b>
	<b>TOTAL PERSONNEL, ADMINISTRATION, OPERATIONS &amp; SUPPORT</b>					
					<b>8,345,000</b>	<b>203,537</b>
	<b>TOTAL FOR CRISIS PHASE:</b>					
					<b>72,058,750</b>	<b>1,757,530</b>

<b>VIII.</b>	<b>Audit of Funds &amp; Auditors Field Visits</b>	lumpsum			<b>150,000</b>	<b>3,659</b>
	<b>GRAND TOTAL FOR CRISIS PHASE</b>				<b>72,208,750</b>	<b>1,761,189</b>

Exchange rate: local currency to 1 USD: 41