



## Information Sharing Centres Project Update March 2014

### *Previously:*

In 2012, KRC identified a need for a mechanism that promoted information sharing for refugees; for refugees to be able to make informed decisions about their futures. With CCSDPTs assistance, a model for information sharing in camps has been developed by the community through a series of camp based consultations and community meetings. The same process has enabled us to develop a terms of reference – these set out what the information centres are for, and also a set of guidelines – that help people understand how to use the information centres. CCSDPT worked closely with KRC and KnRC on the processes of operating the Information Sharing Centres (ISC) and developed and agreed a staffing structure and job descriptions. The staffing structures are slightly different between the Karen and Karenni camps according to their requests based on differing needs. Towards the end of 2013 and during the launch of the pilot in Tham Hin – Standard Operating Procedures were drafted along with accompanying forms and templates for operation.

### *Briefings and trainings:*

Briefing sessions were held for NGO members throughout September and October 2013. KRC facilitated a 3 day workshop for representatives from 6 or the 7 Karen camps and were supported in doing this by CCSDPT and UNHCR. The training was an introduction to principles of information Sharing and an opportunity to raise awareness about the Information Sharing Centres. This training was carried out in Tham Hin with the ISC staff in December 2013.

### *Funding of the Information Sharing Centres:*

CCSDPT is receiving funding for the project through DFAT. It was confirmed in November that the funding has been approved and will cover a period of two years and will cover such things as set up costs, operational costs, stipends for workers, a CCSDPT Field Liaison, translation and some camp based activities.

CCSDPT is currently working to get more funding for the project in order to increase the budget per camp and possibly hire another staff person to assist with support to the information sharing centres in all camps.

### *CCSDPT Field Liaison:*

CCSDPT recruited a new Field Liaison Officer, who started in January 2014. Ton is based in Mae Sot and works from the Handicapped International (HI) office, but will travel between camps assisting with set up and implementation of the ISC in each camp.

### *Pilot Sites:*

Tham Hin and Ban Mai Nai Soi were agreed by both KRC and KnRC as the pilot sites for the project.

### *Tham Hin:*

The ISC staff attended training with KRC, CCSDPT and UNHCR in December 2013 in Tham Hin camp. Further training was conducted by CCSDPT in January and February. A shelter assessment of the chosen space in Tham Hin for the Information Sharing Centre was carried out in January 2013 by TBC and repair work took place throughout February and March. TBC have assisted with the shelter assessment, supporting for the procurement of materials and funding materials for repair work. There were some delays in Tham Hin due to budgetary issues and availability of staff however the Grand Opening took place on 26<sup>th</sup> March 2014 and the ISC in Tham Hin is now open for operation.

### *Baan Mai Nai Soi*

KnRC recruited the Information Sharing Centre staff towards the end of 2013 and they also identified a building for the ISC during 2013. TBC are assisting with shelter assessment and funding of the repair work for the ISC in Site 1. Repair work of the centre is due to begin on the 1<sup>st</sup> April and is scheduled to take 6 days. CCSDPT conducted training with the seven staff throughout the week of 17<sup>th</sup> March which was highly successfully. A plan for training and set up has been agreed by KnRC and CCSDPT to take place throughout April. The centre is scheduled to be open for Operation by the end of April.

The pilot will run for a period of two - three months and will then be reviewed before roll out to the other camps commences.

*If you have any questions or would like further information please contact CCSDPT directly – [gemma@ccsdpt.org](mailto:gemma@ccsdpt.org)*



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Documents:

- TOR (English, Burmese, Karen)
- Guidelines (English, Burmese, Karen)
- KnRC staff structure (English, Burmese, Karen)
- KRC staff structure (English, Burmese, Karen)
- Job Descriptions (English, Burmese, Karen)
- Process for information coming from the common service (English, Burmese, Karen)
- Process for information coming from the refugee community (English, Burmese, Karen)
- Standard Operating Procedures – SOPs (English, Burmese, Karen)
- Forms / templates for Operation (English, Burmese, Karen)