**Detailed content of the training by session**

**Session 1: Introduction to SPHERE standards**

The aim of this module is to provide basic information about Sphere global approach and tools.

**Session 2: The Humanitarian Charter**

The Humanitarian Charter session starts with a main introduction into the timeframe for the most important stages and initiatives in the humanitarian response aligned with the crisis around the world to give the participants an overview of the most important events in the humanitarian history and how the humanitarian charter is a common factor for the humanitarian work over the years

The main focus of the humanitarian charter session is on the ethical and legal backdrop to the Protection Principles, the Core Humanitarian Standard and minimum standards that follow in the Handbook.

The 3 core common principles, rights and duties are presented as part of an interactive exercise consisting in going through effective photos with key messages where the participants should discuss the key messages, how they are implemented in the Syrian context and embedded in their day to day work.

By the end of the session, participants should have increased their understanding on correlation between the core common principles, the international law, code of conduct and the Sphere technical chapters as well as the importance of the Humanitarian Charter in the humanitarian aid.

**Session 3: Protection Principles**

During the session, the trainer should present the Protection Principles as case studies related to Syria context to enable the attendees to understand the importance of Protection Principles and the relation between the Protection Principles and the technical parts and why we are working as humanitarian aiders.

By the end of the session, the participants should becomeaware of the main Protection principles and how they can introduce the principles within the project life cycle.

**Session 4: Core Humanitarian Standard**

Within this session, the trainer should present the 9 Commitments of the Core Humanitarian Standards that now replace the 6 core standards in the Sphere Handbook 2011 edition.

The 9 standards were built from and replaced People in Aid Code of Conduct, The 2010 HAP Standard in Accountability and Quality Management, the 6 Core Standards of the 2011 edition of the Sphere Handbook.

**Session 5: Gender**

The aim of the presentation “Women, men, girls and boys - Different needs – equal opportunities” is to integrate a gender perspective in the different training modules of the Sphere minimum standards to make sure that women, girls, boys and men of all ages, abilities and backgrounds have access to humanitarian and protection services that cater to their distinct needs and experiences. The presentation covers the following subjects: defining gender core concepts, gender in emergencies, gender and programming, accountability to affected population and the sphere philosophy, vulnerable groups, sex and age matters, gendered needs assessments and M&E processes.

The Sphere standards related to cross-cutting issues in addition to the IASC’s Gender Marker and the ADAPT and ACT Framework for gender equality programming should be presented as some of the tools used to ensure more efficient impact on beneficiaries and for measuring/tracking the inclusion of gender in programme and projects.

Key messages to convey should include:

• Consult with both males and females in needs assessments and monitoring; their views and priorities will differ.

• Identify and address barriers for accessing services for all age and vulnerability groups.

• Overlooking or ignoring gender differences leads to an ineffective humanitarian response.

• Need assessments that don’t include female perspective result in gender bias data/information and does not necessary represent the area/population covered.

• Beneficiary selection criteria need to be defined and monitored throughout the project (not only for services but training and employment also).

• Encourage female participation in the project (appropriate timing, location, childcare, transportation and female/male trainers, assessment and M&E teams etc.).

• Collect, analyse and report on sex and age disaggregated data.

• Ensure both women and men participate in decision making forums such as established committees.

• Ensure assessment and monitoring teams are gender balanced to be capable of conducting both mixed and separate group discussions with men and women and to allow needs and concerns on gender issues to be openly articulated. Women should interview women.

• Historically, attention to gender relations has been driven by the need to address women’s and girls’ needs as they are typically more disadvantaged. However, the humanitarian community recognises the need to understand what men and boys face in crisis situations.

By the end of the training, participants should have increased their understanding and awareness of gender issues and their impact on humanitarian programming and on their work with clusters including the importance of performing gender analysis and better advocating for gender issues. Participants should also have a better understanding of the importance of sex and age disaggregated data (SADD) and should be able to articulate how to improve SADD in the current context. Finally, participants should be introduced to tools and resources on gender and know where to access them for enhanced programming and more efficient impact on beneficiaries.

**Session 6: Minimum standards in water supply, sanitation and hygiene promotion**

The minimum standards for water supply, sanitation and hygiene promotion (WASH) include the right to life and dignity, the right to protection and security and the right to receive humanitarian assistance based on need.

The session starts with a brief discussion around common WASH problems inside Syria, the applicability of the WASH Sphere standard in the Syrian context and the different implementation of technical standards in urban communities and camps in terms of distance, water amount and water sources.

The last part of the session focuses on recommendations and suggested actions to enable the humanitarian community working to better shape the response to the Syrian context and to implement the Sphere standard in the extend possible:

**Session 7: Minimum standards in food security and nutrition**

This module describes the Sphere minimum standards of responding to any humanitarian crisis in food security and nutrition. The session should highlight the important to work on nutrition and food security in an integrated manner.

By the end of the sessions all participants should have received information on how to manage the response to the humanitarian crisis using the Minimum standards in

1. Food security and nutrition assessment,

2. Infant and young child feeding

3. Management of acute malnutrition and micronutrient deficiencies

4. Food security

**Session 8: Minimum Standards in health action**

Based on a quick analysis (informed by WHO statistics and reports) of the health needs and challenges inside Syria, this module provides information about the minimum standards in health action. The session insists on the necessity to integrate the Humanitarian Charter, Protection Principles and the Core Humanitarian Standard as well as cross-cutting themes into the health response. Inter linkages between health and other sectors (such as WASH) is also highlighted.

**Session 9: Minimum standards in shelter, settlement and non-food items**

This module built on examples from the Syrian context (and more specifically challenges faced in IDP camps) to present the main technical standards and their implementation. At the end of the session, participants should be able to differentiate between the various types of collective shelters and camps and to understand camp planning standards, to enumerate NFI needs according to Syrian cultural and social norms and to establish linkages with Sphere technical minimum standards in other sectors.

**Sessions 10 & 11: Case study**

During the last half of the third day, a case study can be organised and material is provided for it. Participants should be divided into groups and should be asked to respond to a given scenario. Each group would be responsible for drafting a response plan applying the standards in the 4 Sphere technical chapters.

The purpose of the activity is to:

• Measure the participants’ ability to use the Sphere Handbook, including specific standards and guidance notes

• Measure the participants’ understanding of the Sphere standard and their implementation.

After a preparation time, each group should present their response plan. The plan should present the practical implementation of the Sphere standards and suggestions for adaptation and innovation when standards could not be strictly followed.

During the last day of the training, participants also should do exercises to apply the minimum standard and integrate gender equality measures using the gender tip sheets into their group work and presentations.

By the end of this exercise, participants should have improved their understanding of vulnerability based on analysis of sex and age disaggregated data. They should also be better able to advocate for the equal participation of men and women throughout the programme cycle and use a gender lens to ensure that project design and reporting processes are better able to articulate the distinct needs of women, girls, boys and men.