### Summary

An overview of the rights-based approach, structure and contents of the Sphere Handbook highlighting: the Humanitarian Charter, the Code of Conduct, the Protection Principles, the Core Humanitarian Standard, the four technical chapters, and the cross-cutting themes.



### Aim

This module aims to provide basic information about the Sphere Project’s global approach and tools.

### Learning objectives

*By the end of this session, participants will be able to:*

* Describe the rights-based approach
* Explain the Handbook structure and identify the key chapters
* Illustrate how to implement Sphere tools in their daily work.

### Key messages

* ‘Sphere is built on a rights-based approach, of which the Humanitarian Charter is the cornerstone, together with the Protection Principles. The Code of Conduct is one of its key sources.
* The Sphere minimum standards are the translation of the Sphere rights-based approach into universal tools for four technical chapters: Water, Food, Shelter, and Health.
* The four Sphere technical sectors present the same structure:  
  minimum standards ➙ key actions ➙ key indicators ➙ guidance notes.
* The technical chapters should be read in conjunction with the Core Humanitarian Standard and the cross-cutting themes.

#### Preparation & resources

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| For the facilitator | For each participant | For each group |
| * Projector, laptop, speakers for the video ‘The Sphere Story I: Mavericks’, <https://goo.gl/vqNs7H> or video ‘Introducing the Sphere Handbook 2011 edition’(<https://www.youtube.com/watch?v=zpXxVg-Cv8A> , to be downloaded in advance * Draw on A4 papers the 4 icons from the Sphere technical chapters | * Sphere Handbook * Handout ‘The Sphere Project: a brief tour’, printed on both sides, in colour or not | * Flip chart stand, paper and marker pens (various colours); post-it notes, small size, tabs style * Humanitarian Charter cartoons: A4, in colour (slides 3 to 8, one per group) |

### You may also want to look at:

* **Module A4-A5** – Sphere in context
* **Module A6** – Sphere in practice
* **Module A11** – The Code of Conduct, a foundation for the Sphere Humanitarian Charter
* **Module A14-A17** – Sphere technical chapters

### To know more:

* **Browse** ‘A campaign to promote humanitarian messages with cartoons’: [www.sphereproject.org/sphere/en/news/a-campaign-to-promote-humanitarian-messages-with-cartoons](http://www.sphereproject.org/sphere/en/news/a-campaign-to-promote-humanitarian-messages-with-cartoons)
* **Browse** ‘The Sphere Project in brief’: [www.sphereproject.org/about](http://www.sphereproject.org/about)
* **Do** the ‘Sphere Handbook in Action’ e-learning course, module ‘Sphere essentials’: [www.sphereproject.org/sphere/en/learning/e-learning-course](http://www.sphereproject.org/sphere/en/learning/e-learning-course)
* **Read** the ‘What is Sphere?’ chapter of the Sphere Handbook (p. 4-17)
* **See** the video Humanitarian Standards in Context – Bringing the Sphere Handbook to Life: [www.sphereproject.org/resources](http://www.sphereproject.org/resources)

#### Session plan

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| Activity | Description | Timing |
| Introduction | The Sphere Handbook sets out global minimum standards to improve quality and accountability in humanitarian response. (Use slide 1-4)  Distribute post-it notes to participants and explain that they can use them throughout the session to mark the sections while navigating the Handbook. | 5' |
| Video on Sphere | Show one of the Sphere video to the group in plenary. Present the slides 6-7 | 10' |
| Group work  ‘Sphere rights-based approach’ | Introduce the exercise with slide 8. Divide participants into 4 groups of 3-5 people. If some participants have a legal background, make sure you split them into the various groups as resource persons.  Distribute one printed picture per group and ask them to brainstorm and respond to the following:   * Highlight the relations and links between the picture and its quote with: the Code of Conduct (p.368), the Humanitarian Charter, and the Protection Principles * Comment on the picture, if you like it or not, and explain how you can use it   Explain that each group has 15 minutes to run the exercise, they must elect a reporter and must be prepared to give feedback in plenary, 5 minutes maximum. | 20' |
| Plenary feedback | Each group provides feedback (4 groups x 5’)  Elicit feedback and ensure that the whole group uses the Handbook and refers back to the Code of Conduct, the Humanitarian Charter and the Protection Principles sections.  Use slides 9 to 14 to show the picture which each group is presenting. | 20' |
| Group work  ‘Sphere technical chapters’ | Present the slide on the Handbook structure (slide 15). Keep the same groups and allocate to each group one of the four technical chapters (Water, Food, Shelter, Health). Give them the corresponding icon which you drew in advance.  Ask them to review together and comment on:   * Their allocated technical chapter introduction and structure: minimum standards ➙ key actions ➙ key indicators ➙ guidance notes * One or two cross-cutting themes (p. 14) * One or two commitments of the Core Humanitarian Standard * How they can implement these in their daily work   Conclude the exercise by highlighting the Sphere rights-based approach and the Handbook structure with the technical chapters and transversal aspects (Core Humanitarian Standard commitments and cross-cutting issues). (Slides 16-19)  Emphasise that all aspects are interrelated and that considering only one technical chapter in isolation would be inappropriate. | 20' |
| Wrap-up | Show slides 20 to 21 and re-emphasise the key messages.  Keep 5 minutes for questions and answers. | 15' |

### Tips for facilitators

* Appropriateness: This session is particularly geared towards field practitioners with little or no previous knowledge about Sphere and who have a willingness to quickly learn and understand how they can use it.
* Video: test the sound in advance, use a loudspeaker and download the movie on your computer before the training to ensure the video is properly displayed independently of internet quality in the room.
* To learn more about the linkages between Sphere and the Core Humanitarian Standard that replaces Sphere Core Standards ‘chapter, please check the Annexes to the Training Package and review the following documents: ‘The Core Humanitarian Standard and the Sphere Core Standards Analysis and Comparison’, ‘CHS and Sphere Key messages’, ‘CHS and Sphere FAQ’ and the Training module on the Core Humanitarian Standard.