### Summary

An overview of the Sphere structure through the use of a user-friendly visual highlighting both the rights-based approach and the relationship between principles and standards. It explains how the Sphere Handbook is structured and how one can implement the standards.



### Aim

This exercise aims to demonstrate that Sphere isn’t merely a technical handbook, but is centred on humanitarian and Protection Principles that are declined into core and technical standards.

### Learning objectives

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

* Explain the relationship between the Sphere Humanitarian Charter, the Protection Principles, the Core Humanitarian Standard (CHS) (which replaces Sphere Core Standards ‘Chapter) and the technical chapters
* List the different parts of the Sphere Handbook
* Reaffirm their commitment to the humanitarian principles.

### Key messages

* Sphere is built on a rights-based approach and centred on humanitarian and Protection Principles that are declined into core and technical standards.
* The specificities of the operating local context and of the agency, government, clusters, and donors’ guidelines and requirements should be considered first in order to adapt Sphere implementation.
* Technical aspects alone are not sufficient to achieve the minimum quality level. The fundamental principles should ground your action.

#### Preparation & resources

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| For the facilitator | For each participant | For each group of 4-5 participants |
| * Slides printed in colour * Scissors | * Sphere Handbook, * Highlighter * 1 block of coloured post-its * Handout ‘The Sphere person’, A4 (page in portrait orientation only), in colour | * Flip chart stand, paper and marker pens (various colours) * Glue stick * Handout ‘The Sphere person’, (page in landscape orientation only), if possible enlarged to A3 and printed in colour; print out one image per group, cut out the different parts of the image and put them in one envelope for each group |

### You may also want to look at:

* **Sphere essentials:** Any module depending on your training’s objectives

### To know more:

* **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)
* **See** video on the Code of Conduct (2010): [www.youtube.com/watch?v=l8H4\_PTrkjU](http://www.youtube.com/watch?v=l8H4_PTrkjU)
* **See** the ‘Sphere hand’ by Martin Villarroel: [www.dropbox.com/s/zcoqxwklgvxdtug/The\_Sphere\_hand.mov?dl=0](http://www.dropbox.com/s/zcoqxwklgvxdtug/The_Sphere_hand.mov?dl=0)

#### Session plan

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| --- | --- | --- |
| Activity | Description | Timing |
| Introduction | Sphere isn’t merely a technical Handbook, rather, it is centred on humanitarian and Protection Principles that are declined into core and technical standards. | 5’ |
| Brainstorming in plenary | Ask participants to take a post-it note and individually write down what comes to their mind when they think about the Sphere approach and Handbook. Ask each participant to stand up and read their own post-it out loud.  Collect the individual post-it notes. You will display them on a flip chart while participants work during the next exercise. | 15’ |
| Group work  ‘The Sphere person’ | Split participants into 4 groups of 3 to 5.  Instructions: In group, open your envelope and build the Sphere person using the pieces of the puzzle provided. You can glue them on a flip chart. You have 10 minutes. | 10’ |
| Group work  ‘Exploring the content of the Sphere Handbook’ | Instructions: Take your Handbook, and select for each part of the ‘Sphere person’ one minimum standard or one key sentence. Copy each selected minimum standard or key sentence on a post-it note, and stick it on the appropriate part of the Sphere person. Provide examples of content that could be posted on the Sphere person:  For instance, on the spinal cord, you could copy one principle of the Humanitarian Charter, such as ‘The right to life with dignity’.  On the head, participants can stick one of the Core Humanitarian Standard, such as ‘Aid worker performance’.  You can even copy more details if you have time, for instance: ‘Communities and people affected by crisis receive the assistance they require from competent and well-managed staff and volunteers’. (Commitment 8 of the CHS). | 20’ |
| Debriefing in plenary | Ask participants how they understand this representation of Sphere as a person.  Expand on their answers and ensure that you deliver the key messages for this module. Compare their answers with their original input from the first exercise on the post-it notes:   * Did participants originally have an idea of the parts composing Sphere? * Did participants’ perceptions of Sphere focus more upon the technical chapters? * Did any participants mention the rights-based approach, protection, dignity and any of the key concepts underpinning the philosophy of the Sphere Project? | 20’ |
| Experience sharing | Ask participants in the room to share in plenary examples of situations when they focused mainly on improving a technical aspect of a project, instead of using the principles or the elements described in the Core Humanitarian Standard to advocate for better quality.  Also prompt participants to share good practices/examples. | 15’ |
| Wrap-up | Review the key messages and close the session. | 5’ |

### Tips for facilitators

* Write the instructions for each exercise in advance on a flip chart. Leave the flip chart during the whole exercise so that participants can refer to it.
* Ensure participants write on post-its and not directly on the flip chart, as it might damage the walls.
* Keep your words simple while you explain the Humanitarian Charter and the Code of Conduct, and relate both documents to participants’ experience to highlight their importance.
* 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.