

Organization's Internal Preparatory Work



Different teams within the organization were formed like Crisis Management Team, Procurement Team, Programme Response Team, Fundraising Team and Communications Team to manage the response programme systematically.



AAN's Health, Safety and Security Guideline in the context of COVID-19 response was prepared, oriented and shared to all staff, partners and volunteers. Mandatory agreement to abide by it was received from staff deployed in the field.



Social Media Usage Guidelines in the context of COVID-19 communication was prepared, oriented and shared with the staff and partners.



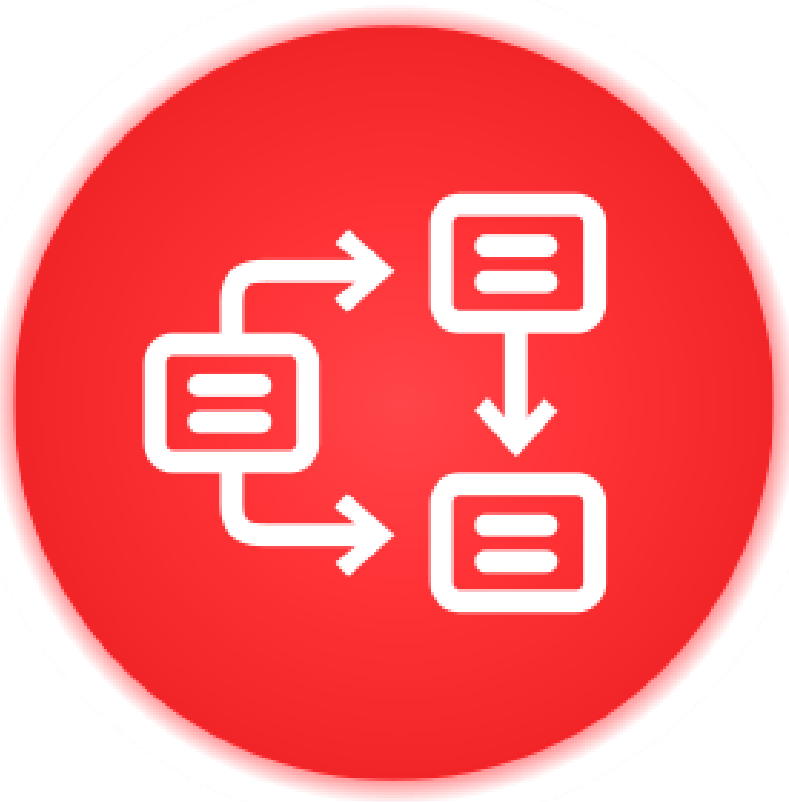
Weekly sitreps were shared among all to be updated on the magnitude of pandemic and act consciously.

Preparatory work for relief distribution in the field



- ✓ Preparatory work like mapping of the vulnerable and daily wage worker houses including the specific groups like people with disabilities, single women, pregnant women and lactating mothers was completed with approval from local government.
- ✓ The volunteers from youth club, adolescent group and REFLECT members were identified and oriented on safety and security issues.
- ✓ The local government authorities were consulted and they were engaged throughout the process.
- ✓ In some places, the local governments were requested to allocate security personnel from Nepal Army and Nepal Police to handle unavoidable circumstances, if any.
- ✓ Series of virtual preparatory and planning meetings with staff and volunteers were conducted.
- ✓ Finalized the distribution points with key focal person from AAN and local partners.
- ✓ Based on the finalized list of distribution, a coupon was provided to the community people in advance along with their reporting time to receive relief support. This helped to manage people and group systematically.




Process followed during distribution



- ✓ Everyone was informed to wear mask when they come to receive relief materials.
- ✓ Marking on the way with at least 1-meter gap in between for proper management of the queue and ensure social distancing.
- ✓ Provision of soap, water and sanitizer in the distribution points was made available and all the recipients were mandatorily asked to wash and sanitize their hands before collecting the relief materials.
- ✓ Separate tables to register names, collect citizenship copies and distribution of relief materials were allocated.
- ✓ Transparency Board with clear mention of food items and COVID kits along with their rates was placed in the distribution points. The contact numbers and names of AAN and PNGO contact persons were also displayed in the transparency board to connect them in case of registering any complaint or to inquire about response programme. This also helped us to be more accountable towards the community we work with.




AA Nepal's COVID-19 Response, till 07 May 2020

Districts

	Kathmandu Valley	Palpa	Bajura	Siraha	Terhathum	Parsa	Total
 <p>HHs supported with food package including rice, pulses, sugar, oil, salt etc.</p>	1910	170	79	103			2262
 <p>Masks distributed to vulnerable families, front line workers and hospitals</p>	38200	2150		406	1944	4040	46740
 <p>No. of soaps distributed</p>	3820	350		306	1458	2424	8358



AA Nepal's COVID-19 Response, till 07 May 2020

Districts

	Kathmandu Valley	Palpa	Bajura	Siraha	Terhathum	Parsa	Total
 No. of pregnant and lactating women provided with beans and multi-grain flour	195	19		225		404	843
 No. of health kits with thermometer, paracetamol, toothpaste etc.	1910	21				404	2335
 Packets of sanitary pad distributed to maintain menstrual hygiene with dignity during crisis	1910	16		1400	486	808	4620

AA Nepal's COVID-19 Response, till 07 May 2020

Districts

	Kathmandu Valley	Palpa	Bajura	Siraha	Terhathum	Parsa	Total
 <p>Quarantine beds set up to combat the spread of virus</p>					20		20
 <p>No. of hand sanitizer distributed</p>	1910	7		720			2637
 <p>No. of mosquito nets provided to the vulnerable communities</p>				700			700

AA Nepal's COVID-19 Response, till 07 May 2020



- ✓ 12,000 COVID-19 prevention pamphlets (Siraha-8000, Terhathum-4000) were produced and distributed in the community. In Siraha, a week-long community awareness programme was organized through loudspeaker with the provision of soap and water made available in different public spaces.
- ✓ Aired PSA on COVID-19 prevention through local FM of all the AA Nepal's working areas.
- ✓ Developed a short awareness raising video and broadcasted through local TV of Palpa as well as through social media.
- ✓ Developed posters and videos and disseminated through AAN's social media and website.
- ✓ School awareness programme in coordination with adolescent groups in Bardiya, Doti, Palpa and Bajura before lockdown.

AA Nepal's COVID-19 Response, till 07 May 2020



Association of International NGOs in Nepal (AIN) in coordination with the Ministry of Women, Children and Senior Citizen, and in collaboration with Social Welfare Council Nepal handed over medical assistance package in bulk to the Ministry of Health and Population in order to combat the ongoing COVID-19 pandemic.

The assistance worth 45.3 million Nepalese rupees is part of a joint procurement initiation led by AIN where 16 organizations participated, in which ActionAid Nepal is one of them.