GUIDANCE ON ESTABLISHMENT AND MANAGING RECEPTION CENTERS IN NORTHWEST SYRIA

MARCH 2023

➢ Context

This guidance note was developed following the February 6, 2023, earthquakes which led to the displacement of over 100,000 individuals across Northwest Syria (NWS). This exacerbated the already dire humanitarian situation in pre-existing IDP sites as many acted as shock absorbers for affected families. The CCCM Cluster also recorded the establishment of over 100 new reception and collective centers across Idleb and Aleppo. While immediate humanitarian response was delivered by family members/relatives, through private donations, local and international NGOs, UN agencies and the wider humanitarian community to new sites, the initial response was uncoordinated. This note is therefore expected to guide a consolidated response to the needs in the reception centers established to host the families displaced following the earthquakes.

➢ Reception Center Typology and Definition

The Camp Management Toolkit classifies the reception centers as;

Reception centers might be necessary at the beginning of an emergency as temporary accommodation pending transfer to a suitable, safe, longer-term camp, or at the end of an operation as a staging point of return. Reception centers are, therefore, usually either intermediate or short-term installations during emergency situations and they may also host returnees. They are usually composed of large tents (rub halls) to host a larger number of IDPs but can sometimes also consist of household level shelters like tents or RHUs.

➢ Minimum Criteria for Listing a Reception Center

In NWS, many IDPs prefer to have an individual tent in their community rather than going to existing sites or newly established reception centers. There are many reasons behind this, such as the proximity of their own lands/communities, the availability of income opportunities and/or humanitarian assistance. In some locations, local authorities are reluctant to allow the establishment of any reception centers/sites as per se but rather allow the establishment of random tents. Some cases were reported of individual tents built by IDPs for a short period _**ONLY**_ to receive assistance from humanitarian organizations. In order to consider a group of shelters (including tents, makeshift shelters, caravans, and RHUs) as a reception center in the following situation:

- **Maximum number**: The standards have set the maximum number of people living in a site at 25K IDPs (5K HH).
- **Minimum number**: the standards have set the minimum number of people living in a site at 80 IDPs (16 HHs).
- **Availability of camp management structures**: Linked to the previous criteria on camp management, efforts at the onset should be put in place for the IDP population live in communal

setting and have a representative(s) across gender and age sets who could act as the camp management structure in coordination with local authorities (administration), and humanitarian actors in order to provide consistent information on camps border, demographic information, humanitarian needs, and act as community focal point of contact.

- **Provision of life-saving & multi-sectoral interventions**: the provision of the most life-saving services is mandatory (FSL, SNFI, Health, WASH).

If one of the above-mentioned criteria is not met, the registration of the reception center should be put on hold until further discussion is established, and a proper solution and support made available to address the obstacle before moving forward.

Additional elements that should be considered are as follows:

- Lands and property ownership to the extent possible should be taken into consideration when establishing a reception center;
- Special consideration should be made on site identification; preferably on flat land, devoid of encumbrances, and flood sensitive location and planning.

➢ Reception Center registration

CCCM members organizations notify the Cluster and share the relevant information about newly established Reception Centers. The Cluster will review this information and might conduct additional data collection exercises before registering the site.

When providing information to the Cluster, it is recommended to use the site name that is commonly known and used by people on the ground and humanitarian community in both Arabic and English.

If registered, CCCM will assign a unique PCODE to each RC following the convention used by the Cluster.