

Emergency Relief Project (Distribution food baskets)

Iblas Village , Hamdan District, Sana'a Governorate

The final report of the Sand Relief and Development Organization - APLAS

Documentation photos for the interface

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Contracting with the field team

In December 2019, the terms of reference for the staff and the field team were made in order to meet the needs and requirements of the work and provide expertise and high efficiency in performing the assigned tasks

First Communications Officers

- 1- Sleem Alkhlg

Second Protection Officials

- 1- Mohammed Qanaf

Third The field community survey team

- 1- Ahmed Al Khalqi
- 2- Amira Ahmed

.The team selection report, CVs and contracts are attached

Coordination with the Supreme Council

From December 20 to December 23, 2019, the Supreme Council was contacted to obtain a permit to facilitate the process of implementing the activity in the targeted areas

Coordination with health centers

Coordination with the health unit that the organization has established since November 2019 and taking statements of the condition of malnourished children from the targeted areas that were registered through community teams or through the health unit

Executing the field survey

Survey plan

A detailed landing plan was made for the verification field survey process, work and identification of the surveyors' itineraries, and an emergency plan was made to avoid or face any accident or any difficulties facing the surveyors, especially the topography of the area .Determining a place for housing and food in the survey areas

The survey team downloaded to the targeted areas

, On December 26, 2019, the team went to the field survey process in the targeted isolation Aclass where 250 targeted families were surveyed and reviewed by communication officials, matching the forms with the statements of the local authority and the Supreme Council through their representative in the directorate, verifying the data of the targets and taking the phone number, focusing on ,Marginalized families that are headed by a woman , malnourished children under five, without income .and the displaced

Documentation photos

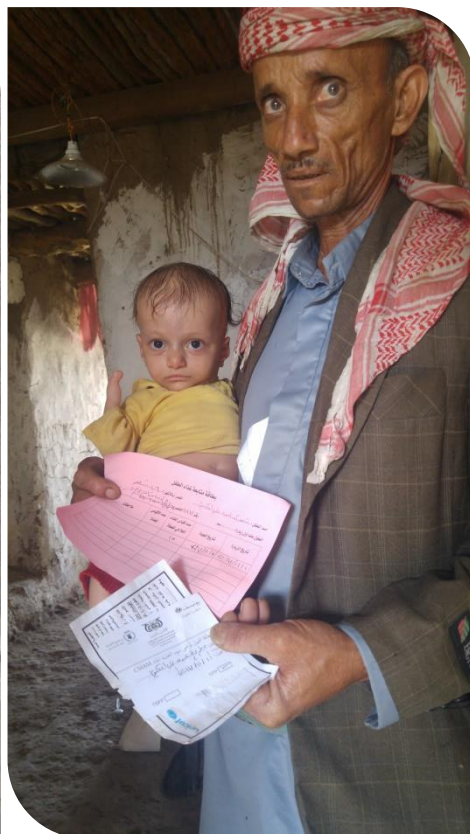
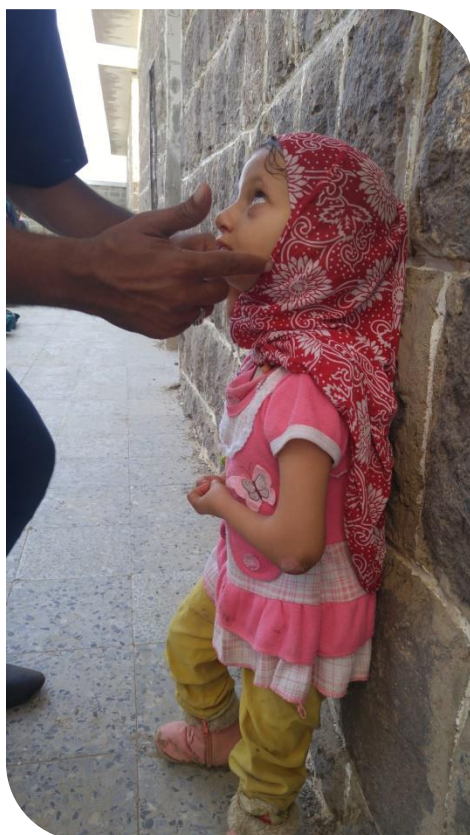
The Team During The Scanning Process

- families who declare a woman were targeted among the families that were surveyed (25)



- displaced families were targeted within the field survey process, and () families hosting (13) displaced persons were targeted within the targeted families
- .malnourished children were targeted within the targeted families from the field survey 42

One of the targeted families is an elderly woman and children with disabilities



Final stats for the survey

After the field survey process in the targeted areas in Hamadan district, we committed ourselves to surveying the households that meet the criteria of food mass and reaching the main goal of the project, which is the most vulnerable families in the district. We focused on reaching the indicators required by the target groups as in the following table

Total	Number of target groups according to criteria					Target type		The number of completed forms	Directorate
	Marginalized families	Women Announcing Families	Children under the age of five suffer from malnutrition	Extensive families	displaced	female	male		
83	23	5	42	3	13	61	89	150	Hamadan

Market Survey

On December 24, 2019, the market was surveyed by communication officials, as they went to the market of Hamdan and Sana'a districts, and three dealers were selected to measure the level of market purchasing power. Market survey forms are attached

Determining distribution centers

A meeting was held with the local authority and the representative of the Supreme Council and an agreement was reached with them regarding the identification of distribution centers, taking into account their proximity to the beneficiaries and safer for the distribution process. The following center was agreed upon

- 1- APLAS Center next to Abdul Raqeeb Al Khalqi Station

Purchasing materials and delivering them to specified distribution centers

An internal tender was made for the purchase of foodstuffs for 83 baskets consisting of 75 kg of flour, 5 kg of oil, 5 kg of sugar, 1 kg of salt, 5 kg of beans. [The minutes of opening the envelopes and the 8 analysis report](#). Coordination was made with the supplier and his identification of the distribution point in the target area and the determination of the amounts of exchange and distribution for each stage which are as follows

Note	the number	isolation	Center
	83	APLAS	Next to Al-Khalqi station
	83	Total	

Distribution of exchange cards to beneficiaries

After completing the field survey of the targeted families and matching them to the food mass standards from December 20 to December 25, the cards were distributed to the families according to the attached distribution plan

Implementation of the distribution of food baskets

coordination was made with the Supreme Council of the Directorate for the distribution process, as it was agreed with them in each distribution process for the six stages as follows

- 1- Determining a date for distribution in order to arrange security and protect the team and food aid from any aggression, given the conditions of the security situation and the circumstances of the war.
- 2- A permit was made for the field team and the project team to facilitate the team's work and the passage of security points according to prior coordination. A copy of the permit is attached

Executing the first distribution

On December 13, 2019, the distribution plan for the first phase was formulated after coordination with the project management and the local authority on the distribution date and the determination of the amounts of disbursement for each center according to the distribution of the targets to these centers

The quantities allocated to each center for the first phase on Saturday 16/12/2019 are as follows

APLAS				Isolation		Stage
Next to Abdul Raqeeb Al Khalqi station				Center		
Date		Date		Total number of beneficiaries	the village	1 ST
The rest	The Expense	The rest	The Expense			
0	17	17	76	83	APLAS	
Total expense				Remaining total		
83				0		

Distribution for the second stage

After obtaining permission from the Supreme Council for the team to go down to implement the second distribution, a plan for the landing and the specified quantities

APLAS				Isolation		Stage
Next to Abdul Raqeeb Al Khalqi station				Center		
Date		Date		Total number of beneficiaries	the village	2 ND
The rest	The Expense	The rest	The Expense			
0	0	0	83	83	APLAS	
Total expense				Remaining total		
83				0		

.for each center was prepared, and a copy was provided to the project management and supplier
Attached is the detailed distribution report for the contact person and the receipt statements

Third stage distribution

.Attached is the detailed report of the third distribution process

APLAS				Isolation		Stage
Next to Abdul Raqeeb Al Khalqi station				Center		3 RD
Date		Date		Total number of beneficiaries	the village	
The rest	The Expense	The rest	The Expense		APLAS	
0	23	23	60	83		
Total expense			Remaining total			
83			0			

Fourth stage distribution

.Attached is the detailed report of the third distribution process

Laplace				isolation		stage
Next to Abdul Raqeeb Al Khalqi station				Center		the fourth
Date		Date		Total number of beneficiaries	the village	
The rest	the expense	The rest	the expense		Laplace	
0	0	0	83	83		

Fifth stage distribution

Laplace				isolation		stage
Next to Abdul Raqeeb Al Khalqi station				Center		
Date		Date		Total number of beneficiaries	the village	Fifth
The rest	the expense	The rest	the expense			
0	0	0	83	83	Laplace	

Sixth stage distribution

.Attached is the detailed report of the sixth distribution process with the recipient's receipt

Laplace				isolation		stage
Next to Abdul Raqeeb Al Khalqi station				Center		
Date		Date		Total number of beneficiaries	the village	Sixth
The rest	the expense	The rest	the expense			
0	0	0	83	83	Laplace	

Rating

To enhance the evaluation and follow-up process and to hear the beneficiaries' requests, we added a volunteer to answer the beneficiaries' inquiries through the hotline that was designated for this project during the distribution stages and the registration of the beneficiaries' complaints. When analyzing the complaints and suggestions, the following was found

- 1- demand that their names be included in the aid lists, as they are eligible families and meet %70 .the criteria, but they were not targeted in this project
- 2- of complaints were not targeted %20
- 3- of the area's residents demand that the registration be direct and not that the iqal be %10 approved, and that they register only the closest people to them

As for the complaints and suggestions from the families benefiting from the project, they were as -follows

- 1- of the beneficiary families demand the extension of the project in the Plas area, because %60 their conditions are very difficult due to the war and the permissible siege on our country, the .high unemployment rate, the lack of job opportunities, and the cutting of salaries
- 2- demand the addition of rice as part of any intervention because rice is a main meal beside %40 .wheat
- 3- demand that the beans be changed as it is not valid and prefer to replace it with canned %16 beans

Project advantages

- ✓ There is complete flexibility on the part of the project management to accept proposals that .improve workflow
- ✓ The smooth conduct of activities in the field and the adherence of the field team to the tasks .assigned to it
- ✓ .The scarcity of logistical obstacles while working in the field
- ✓ The presence of interaction from the local authority, especially from the director of the directorate, the representative of the Supreme Council in the directorate and the supervisor of .the area
- ✓ There is no problem with the people of the Plas area, who are peaceful and welcome any intervention in the area

Difficulties / Obstacles In the project

- Despite the response of the local authority and its interaction with us, they are not convinced of .the targeted area, as there are areas similar to it in poverty
- The local authority is also resentful of the amount of aid, as it will cause them conflicts between .the people of the area, as the need exceeds the 83 specified by the project
- .The insistence of the Supreme Council to introduce other isolation in the coming periods
- Upon completion of the sixth distribution, we found people in a difficult situation because of the end of the distribution, as they need an extension to another six months in order to be able to settle . their living situation and obtain alternatives to obtain the means of living

suggestions Recommendations

- ✓ . Trying to extend the project to 12 Distribution at a rate of one distribution per month

- ✓ . Trying to expand the project to include the largest number of beneficiaries
- ✓ Families that were not targeted while on the road and were not included in the targeted isolation, must be addressed when extending and expanding the project so that there are no .problems during the distribution operations or the field team is exposed to any problem

..I finish

report preparer
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