

BADISA HUMANITARIAN / DISASTER RELIEF MANAGEMENT GUIDELINES

1. Introduction

Growing uncertainties regarding the provision of humanitarian assistance (specifically in the form of food supply) make it necessary to expand our COVID-19 guidelines appropriately. We would also like to acknowledge programs that are already actively part of local supply and distribution networks, from which we could learn valuable lessons. Although these guidelines are issued with a focus on Badisa's Social Work programs, the principles and approach are universally applicable.

Badisa, as part of the Dutch Reformed Church (Western Cape) and the Uniting Reformed Church (Cape Region), endorses Diaconia's COVID-19 Disaster Management Strategy, which is attached as Annexure F.1. This strategy emphasizes the principle of ecumenical (inter-church) networks and partnerships with relevant stakeholders in communities. It supports an orderly, coordinated and responsible response to humanitarian aid. In addition, it creates special opportunities for all Badisa programmes to foster relationships with local congregations and ultimately strengthen the Badisa service offering. Programmes are therefore encouraged to become part of the gradual developing ecumenical networks.

The approach contained in the Diaconia strategy has already been consulted with the Western Cape Department of Social Development. Agreements are now deepened at district level.

This strategy has been compiled taking into account the Level 4 containment (lockdown) regulations, preliminary indications of what can be expected within the next levels of containment, as well as the most recent government policy decisions. As the latter is adjusted from time to time, the relevant information will be communicated. For example, on May 15, 2020, the National Minister of Social Development indicated during a press release that further directives on food supply and distribution will be issued soon. As we have no indication of timelines, and urgently want to issue Badisa guidelines, adjustments will be made if necessary.

2. Role of Badisa programmes

Local conditions, the core business of the Badisa program and community dynamics will determine the specific role that can be played.

2.1. Social workers

- 2.1.1. Assessing the circumstances of individuals and families as they come to the attention - similar to those played as a rule by social workers in conjunction with the Department of Social Development (DSD).
- 2.1.2. Support the process by which individuals and families are prioritized for humanitarian assistance.
- 2.1.3. Utilizing social workers' professional expertise and knowledge of social conditions in communities.
- 2.1.4. The involvement of social workers is not necessarily limited to the Badisa client system.
- 2.1.5. The current working agreements between Badisa and DSD is primarily aimed at appropriately coordinating statutory child protection services. It is requested that, in principle, these geographical demarcations must still be adhered to, but that adjustments be made, if necessary, to enter into temporary (local) agreements for the specific purposes of humanitarian aid. It is hereby assumed that DSD is also involved in the formation of such networks, which will facilitate these discussions.

- 2.2. The involvement of **other Badisa programmes** is supported and will be determined in terms of local circumstances, needs and availability, for example, food preparation and distribution assistance.

3. ISSUING OF PERMITS

Several Badisa programmes have been classified as essential services according to the restriction regulations. We always assumed that travel permits could only be issued to staff at these programmes. It has now been confirmed

that the provision of humanitarian assistance can be regarded as a logical extension of essential services. Programmes are therefore authorized, under regulated circumstances, to issue such travel permits (see Appendix F.2):

- 3.1. There is an agreement with Diaconia that Badisa programmes will form part of local networks, and therefore a preferred partner for the issuing of travel permits to DRC and URCSA congregations.
- 3.2. However, with the issuing of the permits please ensure that there is a proven link/alignment with programme activities in the geographical area concerned. The fact that the programme is part of the local network is sufficient.
- 3.3. It is requested that these permits, when issued, be entered in a register, to be kept at the Badisa programme.
- 3.4. Depending on circumstances, either the Programme Chairman or Manager: Social Services can issue the travel permit.

4. FOOD PROVISION MEASURES

Following national uncertainties about food preparation regulations and measures as reported in the press, the National Social Services Minister provided the following feedback via email to NACOSS affiliated NPOs (we believe this also gives an indication of the nature of regulations that will soon be issued in this regard):

“We appreciate your letter, however government does not want to prevent NPOs. You distribute food to the needy in their areas, but (we) want responsible food distribution and feeding. There has been lots of undignified, disorganised manner of food distribution in the country. Some NPOs has been distributing food that does not have nutritional value for the beneficiaries.

The lockdown directives require that we observe the following to prevent the spread of corona virus

1. *No gathering of people queuing for food*
2. *Correct distancing*
3. *Use of PPEs*

The directive requires us to observe and practice:

1. *Knock and drop of food parcels at the houses once per month to avoid or limit contact of people in fear of transmitting corona virus*
2. *In-house patients or older person to remain in the old age homes*
3. *Limiting or no visitation to shelters and older persons homes*

So, in order to control the COVID-19 pandemic, the department must control the movement of people to prevent the spread of the virus and must issue a directive for adherence. NPOs can provide food to the communities but must apply for permits and must notify the department to prevent duplication and ensure adherence to the food nutritional values as prescribed by Health.

Food that is distributed must also adhere to the following requirements and standards

1. *Nutritional value of the food*
2. *Appropriate quantities*
3. *In cooked meals, correct temperature and amount”*

Section 18 CERTIFICATES

See Appendix F.3 for Badisa policy regarding the issue of Section 18A certificates.

Chief Executive Officer
May 18, 2020