

BER4 · WP3 · DIGITAL SIMULATION TOOLKIT

Humanitarian Aid in Disasters: Core Concepts, Standards, Protection & Coordination



Human Dignity	Principles	Protection	Vulnerable Groups	Coordination	Safe Distribution
MAP1 Toolkit Map	PURP1 Purpose Wheel	CONCEPT1 Core Concepts	CYCLE1 Disaster Cycle	PRIN1 Principles	
HARM1 Do No Harm	PROT1 Protection Radar	VULN1 Sensitive Groups	FRAME1 Protection Ladder	NEEDS1 Rapid Needs	
DIST1 Safe Distribution	COORD1 Aid Gaps	COMPLAINT1 Feedback Route	ACTOR1 Coordination Ecosystem	REF1 Referral Flow	
PSS1 Psychosocial Support	SIM1 Video Module	OBS1 Dashboard	DEBRIEF1 Action Debrief	EV1 Evaluation Pack	

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MAP1 · Toolkit Map & Resource Index

The toolkit translates the training module into visual, printable activities for search-and-rescue trainees, NGO staff, and other disaster-response participants. The fixed simulation keeps technical rescue in the background and centres humanitarian judgment, need, dignity, protection, coordination, and ethical response.

Module Code & Title	Resource Objective & Operational Focus
MAP1 Toolkit Map	Overview of the resource set and fixed simulation.
PURP1 Humanitarian Purpose Wheel	Connect aid decisions to life, suffering, dignity, and basic services.
CONCEPT1 Core Concept Match	Match hazard, risk, vulnerability, emergency, disaster, and humanitarian aid.
CYCLE1 Disaster Cycle Placement	Place humanitarian actions across preparedness, response, recovery, and mitigation.
PRIN1 Principles Compass	Apply humanity, neutrality, impartiality, independence, and accountability.
HARM1 Do No Harm Decision Cards	Spot choices that create new harm, exclusion, or privacy risks.
PROT1 Protection Risk Radar	Identify discrimination, violence/abuse, unequal aid access, and family separation.
VULN1 Sensitive Groups Planner	Plan access and protection for children, older people, disabled persons, women, refugees.
FRAME1 Protection Response Ladder	Sort preventive, intervention, and remedial responses.
NEEDS1 Rapid Needs Snapshot	Prioritize shelter, food, clean water, health, hygiene, protection, and PSS.
DIST1 Safe Distribution Planner	Design a need-based, timely, safe, participatory, accountable distribution process.
COORD1 Aid Gap / Overlap Board	Identify duplication, uncovered areas, and information gaps.
COMPLAINT1 Complaint & Feedback Route	Design a simple channel from affected person to response and follow-up.
ACTOR1 Coordination Ecosystem	Place public institutions, local governments, health teams, SAR teams, NGOs, UN agencies.
REF1 Referral Flow	Move from listening and need identification to safe referral and follow-up.
PSS1 Psychosocial Support Card	Use respectful listening and protection-sensitive communication.
SIM1 Interactive Video Module	City Quake - Dignity Under Pressure (Digital simulation video module).
OBS1 Performance Dashboard	Observer rubric for principles, protection, coordination, equity, privacy, comms.
DEBRIEF1 Debrief Board	Review decisions, gaps, tensions, and lessons.
EV1 Final Evaluation Pack	Short knowledge and scenario-based assessment.

EXIT1 Humanitarian Action Passport	One transferable practice for future disaster work.
FAC Facilitator Guide	Delivery sequence and facilitation notes.

PURP1 · Humanitarian Purpose Wheel

Connect aid decisions to life, suffering, dignity, and basic services.

Core Objectives of Humanitarian Aid:

- **Protect life:** Save lives in immediate hazard and post-disaster collapse zones.
- **Reduce suffering:** Alleviate physical, emotional, and material distress.
- **Protect dignity:** Ensure respectful treatment, privacy, and non-humiliation.
- **Access to basic services:** Secure food, clean water, shelter, health, and sanitation.



CONCEPT1 · Core Concept Match

Match hazard, risk, vulnerability, emergency, disaster, and humanitarian aid.

Concept	Definition & Scope
Hazard	An event that could cause loss of life, injury, or environmental damage.
Risk	The probability of a hazard causing damage and operational impact.
Vulnerability	The level at which individuals or societies are affected by disasters.
Emergency	An event requiring rapid intervention that can be managed with local resources.
Disaster	An event that exceeds coping capacity and causes serious community losses.
Humanitarian Aid	Work aimed at meeting basic needs after disasters, wars, epidemics, or mass crises.

CYCLE1 · Disaster Cycle Placement Board

Place humanitarian actions across preparedness, response, recovery, and mitigation.

Cycle Phase	Humanitarian Actions & Operational Scope
Preparedness	Planning, training, risk awareness, coordination arrangements.
Response	Rapid needs analysis, emergency support, shelter, health, protection, aid distribution.
Recovery	Livelihood support, psychosocial recovery, social resilience, community improvement.
Mitigation / Risk Reduction	Actions that reduce future risk and strengthen resilience.



PRIN1 · Humanitarian Principles Compass

Apply humanity, neutrality, impartiality, independence, and accountability.

Principle	Operational Requirement & Field Meaning
Humanity	Protect human life and reduce suffering wherever it is found.
Neutrality	Do not take sides in hostilities or political / ideological controversies.
Impartiality	Provide aid solely on the basis of need without discrimination.
Independence	Keep humanitarian action autonomous from political, economic, or military objectives.
Accountability	Act transparently and responsibly toward donors and affected people.

HARM1 · Do No Harm Decision Cards

Spot choices that create new harm, exclusion, or privacy risks.

Dilemma / Action	Risk Assessment & Required Action
Identifiable photos of distressed families	Privacy and dignity risk - change the action.
Giving aid first to the loudest group	Need-based and impartiality risk - reassess priorities.
Blocking a complaint during distribution	Accountability risk - provide a safe feedback route.
Separating a child without protection reason	Family-unity risk - escalate through protection mechanisms.
Sharing unverified casualty numbers	Information harm - verify before communication.
Ignoring wheelchair access barriers	Unequal access risk - adapt the service.



PROT1 · Protection Risk Radar

Identify discrimination, violence/abuse, unequal aid access, inhuman treatment, and family separation.

Protection Risk Category	Operational Definition & Manifestation
Discrimination	Exclusion or unequal treatment based on social or status identity.
Violence & abuse	Threats to physical safety, exploitation, or emotional abuse.
Unequal access	Aid or essential services unavailable to specific vulnerable groups.
Inhuman treatment	Loss of dignity, privacy, or respectful treatment during response.
Family separation	Disruption of family unity and critical mutual support networks.

VULN1 · Sensitive Groups Access Planner

Plan access and protection for children, older people, disabled persons, women, refugees, and trauma-affected people.

Sensitive Group	Specific Access & Protection Considerations
Children	Safe access, family unity, age-appropriate communication.
Older people	Mobility support, medication, family/support links, accessible queues.
Persons with disabilities	Physical access, communication access, specific support needs.
Women	Safe access, privacy, protection from violence and exclusion.
Refugees / displaced people	Non-discrimination, clear information, equal access to shelter and services.
Trauma-affected persons	Respectful communication, psychosocial support, confidential referral.



FRAME1 · Protection Response Ladder

Sort preventive, intervention, and remedial responses.

Protection Level	Response Strategy & Objective
Preventive	Stop protection risks before they materialize.
Intervention	Stop an ongoing violation or active protection threat.
Remedial	Restore dignity and well-being through support services.

NEEDS1 · Rapid Needs Snapshot

Prioritize shelter, food, clean water, health, hygiene, protection, and psychosocial support.

Sector Category	Essential Needs Scope	Priority Level
Shelter	Safe temporary accommodation.	■ HIGH ■ MED ■ LOW
Food	Access to essential nutrition.	■ HIGH ■ MED ■ LOW
Clean water	Safe drinking-water access.	■ HIGH ■ MED ■ LOW
Health	Urgent and continuing health services.	■ HIGH ■ MED ■ LOW
Hygiene & sanitation	Basic hygiene and sanitation support.	■ HIGH ■ MED ■ LOW
Protection	Safety, rights, dignity, privacy, family unity.	■ HIGH ■ MED ■ LOW
Psychosocial support	Emotional and social support after disaster.	■ HIGH ■ MED ■ LOW



DIST1 · Safe Distribution Planner

Design a need-based, timely, safe, participatory, accountable distribution process.

Distribution Standard	Operational Requirement
Need-based aid	Prioritize according to assessed need.
Timely intervention	Deliver support without avoidable delay.
Safe distribution	Reduce crowd, access, protection, and dignity risks.
Community participation	Listen to affected people and include them in response.
Complaint mechanisms	Offer channels for feedback, complaints, and correction.
Inter-agency coordination	Share information and reduce duplication / gaps.
Ethical resource use	Use limited resources responsibly.

COORD1 · Aid Gap / Aid Overlap Board

Identify duplication, uncovered areas, and information gaps across sectors.

Coordination Audit Parameters:

- **Overlapping Aid:** Identify sectors/areas receiving double distributions.
- **Unserved Areas (Aid Gaps):** Locate vulnerable communities skipped by initial delivery.
- **Information Gaps:** Verify missing baseline data hindering fair allocation.



COMPLAINT1 · Complaint & Feedback Route

Design a simple channel from affected person to response and follow-up.

Step	Feedback Link Title	Process Requirement
1	Affected person	Identifies issue or protection concern
2	Receive safely	Provide confidential, safe submission channel
3	Record concern	Document essential details securely
4	Route to team	Forward to responsible coordination team
5	Respond / correct	Take corrective action and update aid flow
6	Close the loop	Inform affected person of resolution status

ACTOR1 · Coordination Ecosystem Cards

Place public institutions, local governments, health teams, SAR teams, NGOs, and UN agencies around shared needs.

Actor Category	Primary Humanitarian Function
Public institutions	Coordinate formal disaster response functions.
Local governments	Connect local services and affected areas.
Health teams	Support health needs and urgent referrals.
Search & rescue personnel	Support life-saving response and field coordination.
NGOs	Rapid community access, vulnerable-group reach, aid and support services.
Humanitarian organizations	UN agencies, IFRC, IOM, UNHCR, AFAD, Turkish Red Crescent, UMKE operate across shelter, health, protection, nutrition, and psychosocial fields.

REF1 · Human-Centred Referral Flow

Move from listening and need identification to safe referral and follow-up.

Step	Referral Action Title	Operational Requirement
1	Listen	Receive the need respectfully.
2	Identify	Clarify urgent need and protection concern.
3	Inform	Explain available service or next step.
4	Refer	Connect to the relevant actor or service.
5	Record	Document only necessary information safely.
6	Follow up	Check whether the person reached support.



PSS1 · Psychosocial Support Conversation Card

Use respectful listening and protection-sensitive communication.

Communication Rule	Field Practice & Protection Mindset
Listen respectfully	Allow the person to describe immediate concerns without interruption.
Protect privacy	Do not expose personal information unnecessarily.
Avoid pressure	Do not force disclosure of traumatic experiences.
Connect support	Refer to appropriate psychosocial or protection services.
Maintain dignity	Use calm, respectful, human-centred communication.

SIM1 · City Quake - Dignity Under Pressure (Interactive Video Module)

UPGRADE NOTICE: The 5-round tabletop decision text (SIM1-R through SIM1-5) has been upgraded into an interactive digital video simulation. Click the video frame below or use the button to launch the simulation directly from the server.

Scenario Overview: A major earthquake strikes a high-density urban area. Technical rescue operates in the background while participants manage complex humanitarian decisions: rapid needs assessment, distribution pressure, protection threats, aid overlap, and dignity protection under acute post-disaster stress.



■ **CLICK HERE TO WATCH THE SIM1 VIDEO SIMULATION**

Direct Video Link: http://disastersimulation.beready4life.com/video/BeR4_Humanitarian_Aid_in_Disasters_Toolkit_EN.mp4

OBS1 · Humanitarian Performance Dashboard

Observer rubric for principles, protection, coordination, equity, privacy, and communication.

Humanity / dignity ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Impartiality / need ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Neutrality ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Independence ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT
Accountability ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Protection response ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Sensitive-group access ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Safe distribution ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT
Coordination ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Privacy / do no harm ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Referral quality ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT	Clear communication ☐ EXCELLENT ☐ SATISFACTORY ☐ NEEDS IMPROVEMENT

DEBRIEF1 · Humanitarian Debrief Board

Review decisions, gaps, tensions, and lessons.

1. Which decision best protected human dignity during the scenario? Notes: _____
2. Where did aid overlap or aid duplication occur? Notes: _____
3. Which sensitive group risked exclusion and how was access secured? Notes: _____
4. Which core principle was hardest to apply under pressure? Notes: _____
5. What information gap changed your operational priorities? Notes: _____
6. What complaint mechanism was credible and accessible? Notes: _____
7. What early-recovery or psychosocial need appeared first? Notes: _____

EV1 · Final Evaluation Pack

Short knowledge and scenario-based assessment.



1. State the four main objectives of humanitarian aid. Answer: _____	2. Define hazard, risk, vulnerability, emergency, and disaster. Answer: _____
3. List the four core humanitarian principles from the module. Answer: _____	4. What does accountability add to the core principles? Answer: _____
5. Name five protection risks or concerns from the module. Answer: _____	6. Describe the three-part protection response framework. Answer: _____
7. List five core standards for humanitarian aid delivery. Answer: _____	8. Why is coordination necessary in aid distribution? Answer: _____
9. Name four categories of urgent needs assessed after disaster. Answer: _____	10. Give one example of a do-no-harm decision in an urban earthquake response. Answer: _____

EXIT1 · Humanitarian Action Passport & FAC · Facilitator Guide

Humanitarian Action Passport commitments and Facilitator Guide rules.

1. One principle I will apply more consciously: _____
2. One protection risk I will watch for: _____
3. One coordination practice I will use: _____
4. One way I will protect privacy and dignity: _____
5. Facilitator Rule: Keep the five simulation rounds fixed across partner groups. _____

