

Nepal Earthquake 2015 – Housing Reconstruction ‘Briefing Pack’

This ‘briefing pack’ is intended to support staff or organisations new to the housing recovery and reconstruction programme. The set of reference documents recommended below lists documents useful for anyone trying to understand the housing reconstruction programme, the actors involved, and the standards to be followed. Any comments and suggestions regarding potential improvements or additions to the briefing pack are always welcome and should be sent to info@hrrpnepal.org.

Key Reference Documents

Document	Description
Overview / General Information	
Nepal Rural Housing Reconstruction Programme Overview and Operations Manual Summary	Includes a diagram outlining implementation roles and responsibilities, from national level to district level. It also provides a step by step breakdown of the programme, outlining what is involved in each step.
Nepal Earthquake 2015: Housing reconstruction Two Years On	A briefing note prepared by HRRP to mark the second anniversary of the 2015 Nepal Earthquake. Distributed during the HRRP General Meeting on 21 April 2017 .
A Joint Advocacy Report, Clearing Away the Rubble, Moving Beyond Blockages to Reconstruction Progress, HRRP and Common Feedback Project	The report presents the collective analysis of the Housing Recovery and Reconstruction Platform (HRRP) and the Inter-Agency Common Feedback Project (CFP) of the key factors that are affecting progress in the reconstruction programme as well as recommendations on how to address these.
Lessons from Earthquake Recovery for Flood Recovery (Draft, Feb 2018)	This document brings together lessons from HRRP staff, as well as lessons gathered from discussions with the HRRP Strategic Advisory Group (SAG) and other HRRP partners, and from experience from the day of the earthquake, through the Shelter Cluster, up to today, almost three years since the April 2015 earthquake to support the recovery from the August 2017 flooding.
Common Feedback Project Reports and Data	The Inter-Agency CFP, under the UN Resident Coordinator’s Office (RCO), conducts a bi-monthly Community Perception Survey with 2,100 respondents randomly selected from across the 14 earthquake affected districts in order to collect communities’ feedback and track trends in reconstruction perceptions and experiences.
Shelter Cluster Recovery Position Paper	Prepared in June 2015 to inform humanitarian shelter programming, early recovery initiatives, and contribute to the longer process of planning for and supporting reconstruction and rehabilitation.
Kashmir Earthquake 2005, Learning from the Shelter Response and Rural Housing Recovery	This document was prepared following the April 2015 Nepal earthquake, reflecting on lessons learned in Pakistan which were relevant for those involved in the early stages of response and recovery in Nepal, and as an exchange of experience in solidarity with earthquake affected communities across the Himalayas.
National Plan of Action for Safer Building Construction, MoUD & DUDBC	Developed by a Technical Support Group (TSG) led by DUDBC, this plan of action is designed to provide a harmonised and common foundation for development and implementation of safer building initiatives in Nepal. The document was finalised after the April 2015 Gorkha earthquake, and includes updates to reflect the post-earthquake context.
The Path to Housing Recovery, Nepal Earthquake 2015: Housing Reconstruction, Three Years On	A timeline prepared by HRRP to mark the third anniversary of the 2015 Nepal Earthquake. Distributed during the HRRP General Meeting and Exhibition on 23 April 2018 .
Programme Setup	
Post Disaster Recovery Framework	The guiding document for the overall recovery and reconstruction process. It sets out the vision and objectives for recovery and builds on the Post Disaster Needs Assessment completed in June 2015.

Document	Description
National Reconstruction Authority (NRA) Act	Legal framework under which NRA was established, sets out structure and working procedures.
NRA NGO Mobilisation Guidelines + Unofficial Translation	Defines the guiding principles, working areas / sectors, and roles that I/NGOs supporting the reconstruction should work to and adopt.
Core Socio-Technical Assistance Package	This document provides a description of each of the activities in the core socio-technical assistance package as developed by NRA and HRRP. Information on the coverage of these activities can be found on the HRRP website; maps and 4W dashboard .
Community Based Committees Directive + Unofficial Translation	Defines roles of community reconstruction committees, and how they should be established and managed.
ToR of the Development Assistance Coordination and Facilitation Committee	Sets out the membership and responsibilities of the committee.
Training	
7 Day Mason Training Curriculum, Urban Areas + Rural Areas	Training curricula for existing masons on earthquake resistant construction. Developed by the National Society for Earthquake Technology-Nepal (NSET-Nepal) .
Training Facilitation and Management Guidelines (Nepali + Unofficial English Translation)	Prepared by the NRA executive committee members as an overall guide for the implementation of the large-scale training required.
NRA Training Strategy for Disaster Resistant Housing Reconstruction (November 2016)	Identifies training needs and defines the approach to implement required training.
Lead Mason Training on Earthquake Resistant Residential Building Construction Directives 2017, (Nepali) (Unofficial English Translation)	Prepared by MoUD CL-PIU. Lead masons are required for On the Job Training used to develop new masons.
NRA MIS Training Reporting Format	Standard format for documenting training records. POs should submit to MoUD DL-PIU and HRRP district team who will submit to NRA MIS.
Technical Guidance	
Nepal National Building Code	NBC 105 and NBC 201-205 most relevant for reconstruction.
DUDBC Design catalogue, volume 1 and volume 2 , for reconstruction of earthquake resistant houses	Two sets of housing prototype and flexible designs developed by MoUD CL-PIU and partners. <u>N.B. households do not have to follow these designs.</u>
Type Designs: Confined Masonry , Dry Stone Masonry , Low Cost Housing , RCC (Architectural and Structural Drawings)	Type designs prepared by MoUD CLPIU and Partner Organisations (POs) for a variety of typologies and materials.
MoUD Seismic Retrofitting Guidelines of Buildings in Nepal: Compilation of Adobe, Masonry and RCC	Defines technical specifications and standards for a variety of retrofitting techniques applicable for adobe, masonry, and RCC buildings.
HRRP District Technical Workshops Summary Report	Report from workshops held in all 14 districts in January and February 2017, to review progress and challenges to date in delivering technical assistance and to work together to develop potential solutions.
Housing Reconstruction Grant & Financing	
Housing Reconstruction Grants, The Information Booklet volume 1 and volume 2	Provides overview of damage assessment, eligibility, enrolment, and grant tranche disbursement.
Revised Grants Disbursement Procedures for Private Houses, 2074 (2017) (Nepali) + Unofficial English Translation	Guidelines for the processes and procedures which govern the disbursement of the GoN housing reconstruction grant.
Refinancing Procedures for the Reconstruction of Private Houses (Nepali + Unofficial English)	Defines procedures and requirements for award of subsidised loans, for households eligible for the housing reconstruction grant, of up to 1,500,000 NPRs outside the Kathmandu Valley, and up to 2,500,000 NPRs.
Procedures for the provision of interest-free loans to earthquake victims based on collective guarantee, 2017 (Nepali), (unofficial English translation)	Procedures related to soft loan of up to 300,000 NPRs through collective guarantee, available to households eligible for the reconstruction grant.

Document	Description
Inspection & Compliance	
Inspection guidelines (Nepali) + Unofficial English Translation & Updated Inspection Forms , Dry stone masonry inspection forms (Nepali): First and Second , Inspection Forms for Design Catalogue Volume 2 , Sun-Dried Brick inspection Form	Guidelines, and forms, for the inspection process carried out by MoUD DL-PIU engineers at household level.
Corrections and Exceptions Manual, Nepali and English	Identifies common non-compliances and the relevant corrections and / or applicable exceptions. Defines standards and specifications for corrections work.
Hybrid Structure Manual	Prepared and finalised by the NRA standardisation committee, this manual outlines the standards and specifications, as well as the minimum intervention works to construct hybrid structures. The manual applies only to buildings that are constructed using load bearing masonry structures for the ground floor and frame structure with light weight walls for the first floor.
Repair & Retrofitting Manual for Masonry Structures Repair & Retrofitting Manual for RCC Structures	Prepared and finalised by the NRA standardisation committee, this manual outlines the standards and specifications that must be met to receive the GoN housing retrofit grant of 100,000 NPRs as well as the minimum intervention works required to carry out the retrofitting in masonry and RCC buildings.
Light Timber / Steel Frame Structure Manual for Houses that have been Built Under the Housing Reconstruction Programme	Prepared and finalised by the NRA standardisation committee, this manual outlines the standards and specifications, as well as the minimum intervention works to construct light timber / steel frame structures.
JICA Information Booklet, Minimum Requirements for Compliance	Covers RCC and load bearing masonry and intended to support households and masons to understand technical requirements for compliance.
Surakshit Ghar App	NRA mobile application, developed with support from Build Change, to provide information and support on the housing reconstruction to households.
Damage Assessment & Grievances	
CBS Survey Highlights Report, June 2017	Provides overview of damage assessment conducted to determine eligibility for the GoN housing reconstruction grant, and summarises the results of the survey.
Revised Procedures for handling of grievances related to reconstruction, 2017 (2074) (Nepali) + Unofficial English Translation of previous version, and revised sections	Defines types of grievances and mechanism to address them in the context of housing grants distribution.
Guidelines related to land registration of earthquake-affected population, 2072	Outlines eligibility and application process for land registration. Land Registration Committees will be formed in each earthquake-affected district.
Geo-Hazard Assessment & Resettlement	
NRA Geo-Hazard Assessment Programme Overview	Presentation providing overview of the geo-hazard assessment conducted by NRA, delivered at a HRRP technical session on Information Collection & Management Tools .
District-wise summary of required relocation of settlements, Summary of relocation areas , Information on settlements requiring: (a)1-10 families to be relocated , (b)10-20 families to be relocated and (c) more than 20 families to be relocated .	Results of the NRA geo-hazard assessment which identified settlements and households requiring resettlement because of geo-hazards / damage caused by the 2015 earthquakes.
Procedures for the Relocation and Rehabilitation of Hazard-prone Settlements, 2073 (2017)(Nepali) + Unofficial Translation	Procedures for identifying households requiring resettlement (as per lists above) and implementing resettlement.

Document	Description
Criteria for purchasing habitable lands for earthquake victims, published on 23 June, MoFALD CLPIU (Nepali)	Defines procedures for disbursement of financial support of up to 200,000 NPRs available to households who have been identified as requiring resettlement as well as families living in public land and forest areas, who on the list of eligible households, and do not have land anywhere in Nepal to buy land. This grant is in addition to the 300,000 NPRs housing reconstruction grant.
New Administrative Structure	
ToR for Locally Elected Bodies (Nepali)	Defines roles and responsibilities of newly elected officials.
Functional Unbundling Report	Sets out which functions and responsibilities will sit at which levels of government, after federal restructuring.
District Administrative Division Maps (75 districts)	MoFALD maps of new administrative divisions as per federal restructuring.
Useful Contacts	
District Focal Points for DL-PIU engineers	District focal points will be able to provide contact details for DL-PIU engineers at municipal / ward level.
NRA 'District Support Engineers'	Structural engineers, hired by UNDP, based in the MoUD DL-PIU offices to and technical support to the MoUD DL-PIU field engineers.
HRRP Team	Email IDs for national and district level HRRP team.
M&E Specialists MoUD & MoFALD CL-PIUs	Supporting M&E of training and for the housing construction.

Useful Links

Link	Description
Subscribe to the HRRP mailing list	Option to subscribe to the national mailing list, as well as specific district mailing lists.
NRA Website	National Reconstruction Authority website which includes updates on news and events, procurement, resources, maps, photos, and summary of the disbursement of the housing reconstruction grant.
MoUD CL-PIU MIS portal	Regularly updated inspection data coming from MoUD DLPIU at district level.
Lists of households eligible for the GoN reconstruction grant (DoLIDAR website)	Downloadable lists of households eligible for the GoN reconstruction grant, by District.
NRA Grievance Handling Reports , English summary table available here	Reports on results of grievance adressal process by district. Updated as batches of grievances are processed.
FAQ section of HRRP website	Compilation of FAQs regarding the housing recovery and reconstruction. Responses provided have been gathered from relevant Government of Nepal (GoN) bodies, and have been formally and informally sourced. FAQs are available in English and Nepali.
HRRP 4W data and dashboard	Compiled data on partners housing recovery and reconstruction activities available as a downloadable excel file, as well as visually represented in an interactive dashboard. Data is updated on 10 th and 25 th of each month.
NRA 5W Dashboard	Currently available on the HRRP website but will very soon be available on the NRA website. The 5W (who, where, what, when, and (for) whom) dashboard presents data from 137 POs (150 out of 154 have reported to date but some data cleaning is still ongoing) across all reconstruction sectors. Please contact Keshab Shrestha, nimo1@hrrpnepal.org , HRRP National IM Officer, with any questions or concerns regarding the 5W. The HRRP 4W will be gradually phased out as the 5W gets fully up and running.
HRRP Gap Matrix Tool	Developed by the HRRP IM team, this tool provides detailed information on gaps in coverage of the 6 core socio-technical assistance activities. Follow the directions in the
Housing Progress Dashboard	Visually displays the reconstruction updates shared by MoUD CL-PIU and MoFALD CL-PIU on a regular basis. Credit: USAID.
Housing Typology Interactive Map	Interactive map displaying the various housing typologies being constructed across the earthquake affected districts. Please share any photos for inclusion, or any questions / feedback on the map, to info@hrrpnepal.org .

Link	Description
HRRP weekly bulletins	Sent out every Monday, the weekly bulletin provides summarised reconstruction updates, information on upcoming meetings and events, and shares new documents and products.
HRRP meeting calendar , technical sessions	Calendar with HRRP and partners event at national and district level. HRRP technical sessions take place at national level and have covered a variety of technical subjects.
HRRP website , Facebook page , Twitter account , Flickr account , Media Digest	HRRP website, social media accounts, and media digest. Through the website you can access maps, district profiles, and many resources and materials related to the reconstruction. The media digest is regularly updated with relevant news articles.

Orientation Sessions

The HRRP team is available to provide orientation sessions to newly arrived staff and organisations. If you or your organisation is interested in this, please write to info@hrrpnepal.org. The orientation sessions will normally take about one hour and can be tailored to particular questions or topics if required.