This document provides advice to agencies delivering Non-Food Item (NFI) programming in South Sudan to support conflict-affected families preserve life, health, safety and well-being, and to live in dignity. It has been produced with significant input from cluster partners.

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This document provides guidance to humanitarian agencies involved in the delivery of Non-Food Item (NFI) assistance in South Sudan. NFIs provide highly vulnerable families with individual and general household items to preserve their health, safety, dignity, and well-being. The purpose of this document is to explain / guide NFI partners on procurement, proper use and reporting of household Non-Food Items in South Sudan.

The NFIs used within this guidance are based on families of 5 people. Partners should tailor packages (both in type and quantity of items) based on needs and anticipated family size if the rationale of 5 persons per household is not deemed appropriate. The focus NFIs described in this guidance document are general household and personal support items, and not household shelter construction support items.

A primary principle is to ensure that the quality of items meets needs adequately, and in a timely and reasonable time frame. The NFIs items must be fit for purpose and should not pose a risk to users. The Shelter and NFI Cluster in South Sudan strongly recommends involving a Protection expert during every intervention to ensure protection risks are mitigated including understanding of conflict sensitivity dynamics. Partners must ensure messaging on proper usage of items. Partners/ agencies should accompany distributions with clear guidance on safety and proper usage of items to avoid injury or associated risks. The distribution of NFI items should also take into account the restricted movement of certain groups (child- and female-headed households, the elderly and persons with disabilities (PWDs), distances to distribution points, long wait times and lack of transportation, especially for heavy items.

Suggested cost envelopes for NFIs are included in this guidance to encourage equitability of assistance between agencies and across different geographic locations. The costs reflected in this guidance note are based on current SNFI Pipeline NFIs prices and should be used as a guide. The cluster acknowledges that there might be slight price variations depending on where agencies source the NFIs. The prices are based on estimate market costs of IOM Pipeline Long Term Agreements in June 2019, revisions will be done when necessary. Example of specifications have been provided as a guide to quality and standards for items. Once a needs assessment justifiably supports a recommendation to distribute NFIs, the items should meet the minimum requirements outlined in this document.

**Important!** Unconditional Cash based modalities (e.g. vouchers, cash, fairs) should be encouraged instead of in-kind donations where markets are functional, when it would increase the achievement of NFI outputs, and allow beneficiaries to best meet their needs.
This document should be read in conjunction with other documents published by the Shelter and NFI Cluster including:

2. Emergency Shelter and NFI methodology found on this link http://sheltersouthsudan.org/documents/methodologies-response-updated-version
3. Due diligence guidelines on HLP found on this link https://www.sheltercluster.org/sites/default/files/docs/shelter_hlp_and_due_diligence.pdf
4. PDM toolkit found on this link: http://sheltersouthsudan.org/documents/snfi-cluster-south-sudan-pdm-toolkit-2019
5. Analysis template found on this link http://sheltersouthsudan.org/documents/annex-1-assessmentverification-reporting-template
6. Distribution report template found on this http://sheltersouthsudan.org/documents/annex-3-distribution-reporting-template
7. Safety audit tools found on this link http://sheltersouthsudan.org/documents/snfi-safety-audit-tools

2. Protection Mainstreaming and Reporting

In each case, the provision of NFIs will depend on security and access to affected populations, the type of settlement and/or shelter in which they live, and their intention to move, which may affect their capacity to transport bulky items. Local authorities and communities must provide input in S/NFI distributions. S/NFI partners should request the Protection Cluster to conduct conflict sensitive assessments and capacity building initiatives. For locations that have flagged security concerns, Protection and S/NFI partners should work together to determine push and pull factors, plan an appropriate intervention that reduces harm, and conduct post-distribution monitoring. Regardless of whether Protection staffs are able to assist or not, S/NFI partners are required to conduct safety audits¹ prior to distributions, ensuring beneficiaries of all genders are not exposed to unnecessary risks.

Reporting should explain the appropriateness of the types of NFIs distributed, and the accountability to affected populations (AAP). Strong communication about the intervention and the distributed items is imperative, and part of the AAP mandate. The S/NFI Cluster encourages partners to work with CCCM and Protection colleagues who frequently build communications structures and feedback mechanisms as part of their interventions. Whenever possible, S/NFI Cluster partners should work with FSL, WASH, and Protection organizations to synchronize NFI distributions and mitigate misuse of items. If the family size exceeds 5 family members, Partners are advised to use discretionary judgment to ensure that specific family NFI needs are met.

¹ Please refer to safety audit document found on this link http://sheltersouthsudan.org/documents/snfi-safety-audit-tools
3. Quantity of items to distribute

For some guidance, some partners use the following suggestions when the advisable modality is not obvious:

South Sudan’s NFI methodology explains that NFI partners should customize each intervention based on needs, critically analyzing each caseload for its unique situation, and then recommending the item types and quantities that contribute to addressing those unique needs. When recommending an appropriate set of items, NFI field staff should consider:

- Beneficiary needs and prioritized items*
- Existing coping mechanisms
- Logistics**
- Season
- Beneficiary movement status

This section outlines NFI quantity standards only as a base for understanding basic NFI quantities for a typical household, but it should not to be used as the only recommended response.

NOTE: Protection Cluster partners¹ operate under different NFI standards for targeting and response. Consult Protection colleagues about recent or planned interventions in order to communicate the differences in response to the community and avoid overlap.

Whenever possible, partners are advised to distribute certain amount of NFI according to the household size.

1. Blanket, mosquito net, sleeping mat

<table>
<thead>
<tr>
<th>Household size</th>
<th>Item Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-4</td>
<td>1 piece</td>
</tr>
<tr>
<td>5-7</td>
<td>2 pieces</td>
</tr>
<tr>
<td>8+</td>
<td>3 pieces</td>
</tr>
</tbody>
</table>

Every infant should sleep under a mosquito net**

2. Kitchen sets

If items are requested from the pipeline:
- Half kitchen sets per household (for kitchen sets procurement before 2019)

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*Prioritized items: staff should list NFIs in terms of priority in the Analysis Report.

**Certain locations restrict the amount of cargo that can be delivered in a reasonable amount of time and expense. Consult with the Logistics Cluster and the S/NFI Cluster Pipeline Team to learn more.

¹ Please refer to safety audit document found on this link http://sheltersouthsudan.org/documents/snfi-safety-audit-tools

** Health Cluster recommends that every infant under five should sleep under a mosquito net because Malaria causes malnutrition for children under five.
• 1 kitchen set per household if procured in 2019 or later.

If procuring without Pipeline support, a kitchen set per HH comprises of:

- 1 (one) pot with lid
- 2 (two) plates
- 2 (two) cups
- 3 (three) tablespoons
- 1 (one) serving spoon

3. Plastic sheet

One plastic sheet per household
Half sheets in survival kit*** response

4. Kanga (cotton cloth)

One kanga to be distributed to each household at risk of GBV****

List of NFIs, procurement value and anticipated use.

<table>
<thead>
<tr>
<th>Name</th>
<th>Reporting threshold</th>
<th>NFI list</th>
<th>Procurement value envelope (USD)</th>
<th>Anticipated use</th>
</tr>
</thead>
<tbody>
<tr>
<td>NFI items</td>
<td></td>
<td>1 plastic sheet</td>
<td>• Plastic sheet - $12.74</td>
<td>* This NFI list, “kit” is intended for a HH of 5 individuals and should be delivered when identified people with humanitarian needs will be in one site for more than 2 weeks. It is intended to address basic household needs such as sleeping comfort, lighting, security, and contribute to a family’s ability to cook.</td>
</tr>
<tr>
<td>NFI items</td>
<td></td>
<td>1 NFI bag</td>
<td>• Blanket - $3.45</td>
<td>* The NFI list is composed of 8 essential items plus addition recommended items as per the specific needs of an area.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 blankets</td>
<td>• Kitchen sets - $8.24</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 mosquito nets</td>
<td>• Mosquito nets - $1.93</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 kangas</td>
<td>• NFI bag - $2.05</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 sleeping mats</td>
<td>• Sleeping mat - $1.86</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 kitchen set</td>
<td>• Solar lamp - $4.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 solar lamp</td>
<td>• Kanga - $2.16</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 plastic sheet</td>
<td>Total price of NFI items is 36.68</td>
<td></td>
</tr>
</tbody>
</table>

* Protection experts identify primarily PSNs, who receive their own items through UNHCR or their implementing S/NFI Protection partners.

** Health Cluster recommends that every infant under five should sleep under a mosquito net because Malaria causes malnutrition for children under five.

***Consult Survival Kit methodology for using this method. The S/NFI Cluster Pipeline should approve a half-sheet recommendation because it takes time to prepare half sheets before shipping. Note: half sheets weigh less, but they have more volume once the vacuum-pack seal is broken from a full sheet.

****Consult Protection partners to understand the GBV risks in each context.
### 4. Annex 1- Household NFIs

<table>
<thead>
<tr>
<th>SN</th>
<th>Item description</th>
<th>Unit</th>
<th>Specific Description</th>
<th>Targeting/Messaging</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>NFI Bag</strong></td>
<td>Piece 1</td>
<td><strong>Specification</strong>&lt;br&gt;• A large and sturdy bag for use at distributions.&lt;br&gt;• The bag is designed to carry basic NFIs.&lt;br&gt;• Color Blue Marking: IOM logo on each side&lt;br&gt;• Size: 100x100cm&lt;br&gt;• Material: 200 gsm tarpaulin with handles and ropes,&lt;br&gt;• Strength: Strong enough to carry 50kg</td>
<td><strong>Targeting</strong>&lt;br&gt;To distribute to caseloads of IDPs on the move, or for people with expected difficulties in carrying the items great distances.&lt;br&gt;<strong>Messaging</strong>&lt;br&gt;Strong enough to carry 50kg. Bag lasts about 12 months. Keep it out of the sun to preserve its quality.</td>
</tr>
<tr>
<td>2</td>
<td><strong>Kitchen Items</strong></td>
<td>Piece</td>
<td><strong>Specification</strong>&lt;br&gt;Kitchen Set, family 5 persons, type A, stainless steel, plates, cups,&lt;br&gt;Its contents 1 cooking Pot 7L with handles and lid, 2 cups 300ml, 2 pcs of plate dia 22 cm, 3 table Spoons, 1 serving Spoons. All the material should be stainless steel food grade.&lt;br&gt;The specifications below indicate the minimum quality standards for stainless steel and aluminum materials. Alternative plastic packaging, if available, can be re-used for food or water storage.&lt;br&gt;&lt;br&gt;<strong>Material specifications</strong>&lt;br&gt;• Stainless steel: For the tableware (plates, cups, spoons) due to protection/security concerns knives are not parts of Kitchen Set NFIs because of associated risks.&lt;br&gt;• All the steel grades used for manufacturing the tableware items must be officially recommended by the steel manufacturer for such application.&lt;br&gt;• The kitchen set supplier will make available all the documents showing the origin of the steel, steel grade, the steel manufacturer recommendations, and the appropriate control of the grade and the quality. The steel manufacturers must be ISSF members.&lt;br&gt;• Food grade to be certified in conformity with EU regulations n°1935/2004 on materials 18 IOM Global NFI catalogue - March 2015 For most recent edition: <a href="http://www.iom.int/shelter">www.iom.int/shelter</a></td>
<td><strong>Targeting</strong>&lt;br&gt;For families with no method for cooking or serving food, therefore not for distribution to people sharing cooking sets or using local/natural resources to make/serve food.&lt;br&gt;<strong>Messaging</strong>&lt;br&gt;Kitchen sets are meant for serving, however if they are needed for cooking over an open fire, cover the bottom in mud and cook to lengthen the life of the kitchen set.</td>
</tr>
<tr>
<td>SN</td>
<td>Item description</td>
<td>Unit</td>
<td>Specific Description</td>
<td>Targeting/Messaging</td>
</tr>
<tr>
<td>----</td>
<td>--------------------------------------------------</td>
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<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------</td>
</tr>
</tbody>
</table>
| 3  | Blanket (Synthetic, 1.5x2m medium thermal resistance) | Piece 2 | **Specification**  
• Specification under the normal textile test conditioning ISO139, 65% moisture and 20°C for 24h.  
• Make Woven, dry raised both sides Content ISO1833 on dry weight 50% wool fibers +/- 5%, 50% other textile fibers, recycled fibers accepted.  
• Colors Grey, brown or other dark colors, preferably not died.  
• Size 150 x 200cm +3%/-1%. To be taken on flat stabilized sample, without folds.  
• Weight 570 to 670g/m². Weight determined by total weight/total surface.  
• Thickness ISO 5084 3mm minimum (1KPa on 2000mm²) Tensile strength ISO13934-1 250N minimum warp and weft Tensile strength loss after washing ISO13934-1 and ISO 6330 Maximum 5% warp and weft after 3 consecutive machine washing at 30°C and one flat drying.  
• White sun reflective on both sides of the sheet. Grey coating on the outside of the bands. Inner black fibers to ensure opacity.  
• White Coating color definition: L.a.b Coordinates under ISO 105J01 Minimum L : 82 “a” value between -1.7 and +1.5 “b” value between -4.5 and 0 Opacity Minimum reflection | Targeting  
Distributed for conditions where pneumonia is an issue. Primarily, blankets should be considered uncovered babies.  
**Messaging**  
Explain pneumonia risks, detection, and treatment facilities, especially for different types of family members. Blankets are not flame-resistant and should be kept far from candles, cooking fires, and live wires. |
| 4  | Tarpaulins 4mX6m                                 | Piece 2 | **Specification**  
• Material for the plain sheet Woven high-density polyethylene (HDPE) black fibers fabric laminated on both sides with white low-density polyethylene (LDPE) coating.  
• Material for the reinforced attachment points (sheets) 6 bands of 7.5cm width made of woven black HDPE fibers fabric and coated with grey LDPE on the outside.  
• 6mx4m Pre-punched 8mm holes on the 2 side bands at 0.1m +/-10% intervals, positioned in the center of the bands.  
• UV resistance of the plain sheet measured as remaining tensile strength after UV exposure. The tarpaulin tensile strength under ISO 1421-1 after 1500 hours UV under ASTM G53/94 (UWB 313 nm peak) must be: Minimum 80% of the original value of the actual product, AND not less than 475N.  
• White sun reflective on both sides of the sheet. Grey coating on the outside of the bands. Inner black fibers to ensure opacity.  
• White Coating color definition: L.a.b Coordinates under ISO 105J01 Minimum L : 82 “a” value between -1.7 and +1.5 “b” value between -4.5 and 0 Opacity Minimum reflection | Targeting  
To distribute when people sleep in the open without trees, in extreme sunny or rainy conditions  
**Messaging**  
cut or puncture only in the reinforced black strips. Average ___ months of use in direct sunlight.  
• Use the holes provided in the tarpaulin and do not nail the tarpaulin where there are no holes.  
• Only cut through the white circle.  
• Use Rubber or ring on the holes to protect the tarpaulin.  
• Cover Edges of shelter with soft grass, old clothes or plastic bottle to avoid damage on the tarpaulin.  
• Avoid putting heavy items on the roof of the shelter to prevent causing damage.  
• Cooking should be done outside the shelter to avoid damage on the tarpaulin.  
• Tarpaulins are not flame-resistant and should be kept far from candles, cooking fires and live wires. |
<table>
<thead>
<tr>
<th>SN</th>
<th>Item description</th>
<th>Unit</th>
<th>No</th>
<th>Specific Description</th>
<th>Targeting/Messaging</th>
</tr>
</thead>
</table>
| 5  | Mosquito Net (WHO Recommended) | piece | 2 | **Specifications and General information**  
  - Size 190 x 180 x 150cm.  
  - Suspension points: 6 point loops made.  
  - Color: White or any other color.  
  - Materials: 100% polyester or PE (impregnated).  

Following WHO recommendation, only Long Lasting Insecticidal Nets (LLIN’s) which require no further treatment during their expected life span (of average 3 to 5 years according the use, type and fabric origin) should be purchased. LLIN’s allow a better and effective protection against mosquitoes and other insects and have to be considered as part of an overall strategy related to malaria control, as impregnated nets decrease the morbidity from between 50%-70%.

There are different types of netting material (polyester, polyethylene, and polypropylene). The most commonly used for LLIN, and for which WHO recommendations have been developed, are polyester (PES) and polyethylene (PE).

The WHO recommends a move away from polyester made nets.

For details please visit: [https://itemscatalogue.redcross.int/relief--3/household--8/bedding-and-clothes--7/mosquito-net--HSHEMNET01.aspx](https://itemscatalogue.redcross.int/relief--3/household--8/bedding-and-clothes--7/mosquito-net--HSHEMNET01.aspx) and [https://emergencymanual.iom.int/entry/51040/mosquito-net-190x150x180m-llin-pe#1,1576054403035](https://emergencymanual.iom.int/entry/51040/mosquito-net-190x150x180m-llin-pe#1,1576054403035)

**Targeting**  
Families at risk of malaria when no natural coping mechanisms; avoid distribution during dry season, especially near water sources, since mosquito nets are preferred as fasteners or fishing nets when repelling mosquitoes is not the highest priority.

**Messaging**  
Use to prevent mosquito bites and therefore malaria.

Nets have a 3-5 years life span. Use of nets can decrease chances of morbidity 50-70%. To clean and preserve it longer, follow the 8-step cleaning instructions on this link:
1. Unpack and spread mosquito net for 24 hours before use.
2. Mosquito net should hang low enough to touch the ground or is tucked under your mattress for maximum protection.
3. During the day, flip up the net to avoid damage.
4. Wash mosquito net gently with water and soap 5 times a year or only when dirty. Wash the net away from grazing land, rivers and swamp areas to reduce the risk of pesticide contamination.
5. After washing, hang mosquito net under the shade, preferably on the grass under a tree shade. Do not expose to direct sunlight.
6. Sew every small hole of mosquito net immediately to avoid holes becoming bigger.
7. Mosquito net at end-of-life: Continue to use as a bed net until they stop serving as a physical barrier against mosquitoes or a new mosquito net is available.
8. People with low immunity, such as pregnant women, child under 5 years and people living with HIV/AIDS should sleep under mosquito net every day.
<table>
<thead>
<tr>
<th>SN</th>
<th>Item description</th>
<th>Unit</th>
<th>Specific Description</th>
<th>Targeting/Messaging</th>
</tr>
</thead>
</table>
| 6  | Sleeping Mat    | piece 2 | **Specification**  
- 100% synthetic yarns in a tightly woven twill structure,  
- Material: waterproof, assorted colours, edges secured  
- Size 180cmx90cm  
- Note for the size: but people prefer to be 180cmx180cm for South Sudan contents  
| **Targeting:**  
Conditions where skin diseases and/or bugs are threatening health; when no coping mechanisms or natural resources exist for sleeping.  
| **Messaging:**  
Sleeping mats tend to last 12 months, and they can last longer if properly used, improper use such exposure to fire, water, and the sun will shorten lifespan. |
| 7  | Cotton Kanga    | piece 2 | **Specification**  
- Highly quality, 100% durable cotton,  
- Thickness: not transparent  
- Design: no images, pictures, words or messages  
- Weight: minimum 400g/piece  
| **Targeting:**  
When clothing is scarce; especially for those highly at risk of GBV.  
| **Messaging:**  
Consult Protection colleagues for proper GBV risk mitigation messaging. Ensure recipients are aware of the GBV referral mechanism in their area. |
| 8  | Solar Lamp      | piece 1 | **Specification**  
- Charging time less 8 hours  
- More than 6 hours of light per charge  
- 3 watts output  
- 0.6 watt of solar panel  
- Rechargeable battery: 3x AA 600mAH Ni-MH (replaceable)  
- 1 year warranty  
- Luminance: 40+ lumens  
- Dimension 11cm diameter x 2.5cm high  
- Dimension in box: 11.5cm x 11.5cm x 4cm  
- Weight: 220 grams gross, 240 grams net in box  
- IP rating: IP44 (Protection against splashed water from all directions, and solid foreign bodies with Ø > 1mm.)  
| **Targeting:**  
People at risk of GBV, inside PoCs (UNHCR and Protection partners are responsible for solar lamp distribution outside of PoCs, except when they request support to fill gaps. Solar lamps are not procured to mitigate risks of nature (e.g. snakes, bugs).  
| **Messaging:**  
Consult Protection colleagues for proper GBV risk mitigation messaging. Ensure recipients are aware of the GBV referral mechanism in their area. |