

# HHoT

## Humanitarian Hands-on Tool

Step-by-step practical guidance on inclusive humanitarian field work



With **disability-inclusive** humanitarian action broken down into individual task cards, which explain the basic details in simple language and images, this web-based tool and downloadable mobile app will become the 'go-to' resource for all agencies planning humanitarian field work that leaves no-one behind.

Contact us to share your knowledge & experience and/or to become part of testing team!

SIMPLE DETAILS

EASY-TO-FOLLOW

USE OFFLINE, IN THE FIELD

SAVE/SHARE FAVOURITES

THE REAL 'HOW TO' LEAVE NO ONE BEHIND

Visit us at World Humanitarian Summit Innovation Fair,  
Stand 40

[www.cbm.org/HHoT](http://www.cbm.org/HHoT)  
[hhot@cbm.org](mailto:hhot@cbm.org)  
[@CBMworldwide](https://twitter.com/CBMworldwide)  
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**Shelter**

Constructing an inclusive shelter should take into account the principles of Universal Design which require attention to the following:

- **Site access and exit:** to the shelter.
- **Barrier-free entrance:** if there is a difference in level between the door and the platform, make sure to construct a **ACCESS** with **handrails**.
- **Door:** must be wide enough for a wheelchair user to enter, and **ACCESS** needed to be manageable also to persons with disabilities and their families.
- **Public storage and equipment:** need to be within reach, or **ACCESS** must be made to just beside the shelter where persons with disabilities and their families live.
- **Interior space:** make sure there is space inside the shelter for a wheelchair user to move around (**ACCESS** needed).
- **Quality facilities:** should be easily adaptable for persons with disabilities.

Shelter design, implementing and managing shelters or settlements during an emergency response, it is important to consider how persons with disabilities will interact with the

**Path**

Path to houses, administrative buildings and/or community facilities should be clear, smooth, firm, **ACCESS** should be made **ACCESS** and wheel-chair friendly, which can be done through ways and low-cost measures:

- Paths should be clear from rubble, vegetation, tree stumps or other barriers. If possible, create the paths and then cover the joints of roads or pavements in a white or single color, it will ease their visibility. If areas cannot be cleared, they should be marked for safety, signage or **ACCESS** in contrasting colors.
- Slopes and water drainage should be clearly marked and have crossing points with **ACCESS** for supports. If it is not possible to build a crossing point, clearly mark alternative routes.
- Material drains and streams must be graded to the concrete walk-way to avoid any flow that are often higher than 2% to avoid flooding of any walk.
- Paths should not be paved with a grader higher than 2% to avoid flooding of any walk.
- Guide and warning signs or barrier points should be installed near the destination points to the other to help persons with disability move.

• **Special note:** paths that are installed for people with disabilities should be barrier-free.

**Ramp**



Building a ramp, to ensure physical **ACCESS** to facilities and public services, also full necessary road elements (roadwork for a good proportion and planning. A ramp is required if there is a difference in between physical floor levels and outside the facility in order to make the **ACCESS** accessible.

The recommended gradient is 1:20 (8%). The length of the ramp should not exceed 10:00m if the gradient is 1:20.

If technically unavoidable, the gradient may be increased to a maximum of 8% (1:12). The length of the ramp should not exceed 5:00m if the gradient is 1:12.

Landing space will be provided at the top and the bottom of the ramp with a minimum floor space of 1.80m x 1.80m.

**Latrine**

Latrines have to be built taking into consideration requirements for persons with disabilities.

All-expected short-term emergency shelter, latrines should be no longer than 20 m away from shelter, 5 m high and 3 m wide for persons with disabilities, clearly maximum 30 m from where it is located.

- **Make sure latrines are easily available and accessible:**
- In average, 1 in 10 latrines should be accessible, using principles of Universal Design and other services built to be user-friendly as possible.
- Ensure all accessible facilities are marked with large **ACCESS** symbols.
- Ensure that all hazardous areas are marked as well and fenced.
- Ensure all information is disseminated using appropriate and various **ACCESS** means (large print, using braille, talking, using large language, pictures and diagrams).

Landing space will be provided at the top and the bottom of the ramp with a minimum floor space of 1.80m x 1.80m.

**Washroom**

At least 10% of washrooms should be accessible for persons with disabilities, clearly appropriate and located within 50m of individual shelters in a camp/settlement, or within 15m of an individual shelter.

- **Make sure that the **ACCESS** is wide enough for a wheelchair user to enter at least 90 cm and steps are provided where necessary. Clear **ACCESS** and proper locking is available and accessible.**
- **Steps:** have to be clear and accessible to persons with visual impairment.
- **Make sure that there is sufficient space inside for a wheelchair user to move around conveniently. Steps:** energy assist and transfer from the attachment to the washing facility (**ACCESS**, **ACCESS**, **ACCESS**).

