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Minimums Standards and Roles and Responsibilities for Decentralized Trainings

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In the spirt of Surge Optimisation there is a move towards ensuring learning and development opportunities are more accessible to all. As a result, specific surge trainings will be decentralized and no longer organized exclusively by the Global Surge Desk in Geneva. To ensure quality control of these trainings, a set of minimum standards and roles and responsibilities have been outlined for running decentralized trainings. Trainings can be decentralized and hosted by either a National Society or an IFRC region, with a consistent and standardized selection process, training content and appraisal processes.

Minimum Standards:
- All trainings must be delivered with content that is 80% standardized. Regions or NS can adjust content up to 20% to factor in regional or country needs.
- The training delivery methods should remain the same unless changes are justified and agreed on. This will cover scenarios, but also other modalities.
- All the face to face training should use adult and problem-based learning.
- All the training must include members of the IFRC facilitator network. In order to increase the familiarity with the content globally, at least 40% of every face to face training should have new facilitators and as much as possible it should be geographically and gender diverse.
- As a standing principle, the hosting NS or region will be eligible for 50% of the seats and the remaining 50% of the seats must be made available to the global network. Specific allocations can be discussed on a case by case basis, but the objective is to ensure all trainings have geographic diversity as this contributes to the learning experience.
- All trainings must use the standardized selection process which includes a competency-based scoring matrix and a panel with representatives from the hosting entity, IFRC Global Surge and the training team based in Budapest.
- All participants must be evaluated using the standardized competency-based evaluation process and all appraisals must be stored within the centralized system and shared with their respective National Societies/Regions.

Roles and Responsibilities	
Host (NS or IFRC Regional/CCST/Country Office)	**Disaster Response Training Team (IFRC Secretariat Global Surge)**
o Lead the administrative, financial and logistics management of the training. o Organize, plan and coordinate with the facilitators team the different training components. o Lead the facilitators team, through a facilitator lead. o Share final report including participant feedback (model is set in Survey Monkey) to IFRC Secretariat (Stored with Budapest Disaster Response Training team o Share materials delivered as per the established filing structure o Share participant appraisals for national or regional level participants with the individual, their respective NS and the IFRC Disaster Response Training Team.	o Support on the provision of facilitators from the facilitator network. o Provide templates and guidance on participant selection and appraisal processes. o Share participant appraisals with participant and NS for the global participants (host must share appraisals post training to the Disaster Response Training Team). o Act as the training content holder and ensure there are continuous reviews and training improvements. o Update the surge database with the assessed competencies of the participants