



# Chapter 8

## Ordering Reproductive Health Kits



Having the essential drugs, equipment and supplies available in a crisis is critical. To support the objectives of the MISP, the IAWG has specifically designed a pre-packaged set of kits containing drugs and supplies aimed at facilitating the implementation of priority RH services—the Inter-agency Reproductive Health Kits (RH Kits). UNFPA is in charge of assembling and delivering the RH Kits. However, because logistics problems can occur in any setting, agencies should not be fully dependent on one source for these supplies. Relief agencies should be prepared by prepositioning supplies wherever feasible and including RH supplies within their overall medical supply procurement.

## When should the Inter-agency RH Kits be ordered?

The RH Kits are intended for use at the onset of the humanitarian response and contain sufficient supplies for a three-month period for different population numbers, depending on the population coverage of the health care setting for which the kits are designed. When planning to order RH Kits, prepare a plan for in-country distribution of the kits. This plan outlines how many of which kits go to which partners in which geographical setting. It also includes detailed plans for in-country transport and storage, including provisions for items that need to be kept cool (cold-chain).

Once basic RH services are established, the RH Officer should coordinate within the health sector/cluster to analyze the situation, assess the needs of the population and re-order disposables and other equipment as needed. This will serve to ensure the sustainability of the RH program and to avoid the shortage of some supplies and the wasting of others that are not used in the setting. Follow-up orders for ongoing supply needs should be made through the regular supply lines in-country used by NGOs and through the MoH and its procurement channels, or through the UNFPA Procurement Services Section.<sup>92</sup> In other words, continued ordering of the Inter-agency RH Kits should be avoided.

## Are there other agencies that provide pre-packed kits with RH supplies in addition to UNFPA?

The Inter-agency RH Kits complement the Inter-agency Emergency Health Kit 2006 (IEHK)—a standardized emergency health kit that contains essential drugs, supplies and equipment for the provision of primary health care services. The IEHK was designed by WHO, UNHCR, UNICEF, UNFPA, MSF, the International Committee of the Red Cross (ICRC) and the International Federation of Red Cross and Red Crescent Societies (IFRC). It contains a midwifery kit, EC pills, PEP and supplies for the adherence to standard precautions. The IEHK does not, however, have all the supplies needed to implement the MISP. To provide the full range of priority RH services in an emergency situation, it is recommended that the Inter-agency RH Kits are ordered in a way that is complementary to what may already have been procured or that other supply sources are identified to ensure all necessary equipment and materials are available.

## What information do I need to order the Inter-agency RH Kits?

UNFPA needs to know where the kits will be used and which organization/individual will organize the distribution of the kits. They also need the relevant detailed contact, delivery and financing information. In addition, information about the type of setting, number of target population, time period of operation and the number of health centers and referral hospitals helps to calculate the amount of supplies needed to address the situation. It may also help to have information about personnel, including:

- ✦ Number of doctors
- ✦ Number of doctors qualified for obstetrical surgery
- ✦ Number of nurses
- ✦ Number of nurses trained in obstetrics
- ✦ Number of qualified midwives
- ✦ Number of traditional birth attendants
- ✦ Number of community health workers

For some agencies, particularly local NGOs, it may be helpful to develop an MoU with UNFPA before a crisis strikes to avert delays in procurement.

<sup>92</sup> Contact [procurement@unfpa.dk](mailto:procurement@unfpa.dk).

## How much do the Inter-agency RH Kits cost?

The cost of the kits changes periodically. It is best to contact UNFPA directly to facilitate ordering, discuss budgeting questions and ensure that contact and delivery information is correct.

## How quickly will Inter-agency RH Kits arrive at my site?

In crisis situations, kits should arrive at the country port of entry within two to seven days after an order is placed and the funds are transferred. Transport to field sites is dependent upon the ordering agency's local transport and storage arrangements.

Be prepared to receive the goods as soon as they arrive at the port of entry to the country and ensure that all relevant forms for customs clearance have been prepared ahead of time so there are no unnecessary delays with importing the kits. The health cluster and logistics cluster, where they exist, are often able to help facilitate this, as well as further distribution.

## How are Inter-agency RH Kits packaged?

To facilitate logistics in-country, UNFPA has arranged that the boxes containing each kit:

- ✦ Are clearly marked with the kit number, description, consignee, contact person and detailed list of contents;
- ✦ Are marked with the number of boxes per kit and the weight and volume of each kit;
- ✦ Can be handled by one or two people; and
- ✦ Are branded on all sides with one color representing a particular kit.

## How can I find out the exact contents of each RH Kit?

Contact UNFPA to obtain a copy of the booklet *Inter-agency Reproductive Health Kits for Crisis Situations*.<sup>93</sup> This booklet provides a list of contents of each kit as well as guidance on the type of training health personnel should have in order to use the contents of a kit appropriately. You can also find the booklet on the IAWG website, which also includes downloadable treatment guidelines in English.

## Are any reference or training materials included with my RH Kit order?

Yes, a Reference and Training Package is provided with each kit order. The following documents and manuals are included:

- ✦ In Kit 3: *Clinical Management of Rape Survivors: A guide to the development of protocols for use in refugee and internally displaced person situations*. WHO/UNHCR, (revised edition) 2004.<sup>94</sup>

<sup>93</sup> Inter-agency Working Group on Reproductive Health in Crises, *Inter-Agency Reproductive Health Kits for Crisis Situations (Fourth edition)*, January 2008. Available from <http://www.iawg.net/resources/rhkits.html>.

<sup>94</sup> World Health Organization/United Nations High Commissioner for Refugees, *Clinical Management of Rape Survivors: A guide to the development of protocols for use in refugee and internally displaced person situations*, 2004. Available from <http://www.who.int/reproductivehealth/publications/emergencies/924159263X/en/index.html>.

<sup>95</sup> U.S. Agency for International Development, Johns Hopkins Bloomberg School of Public Health, *Family Planning, A Global Handbook for Providers*, 2007. Available from <http://info.k4health.org/globalhandbook/>.

<sup>96</sup> World Health Organization, *Sexually transmitted and other reproductive tract infections. A guide to essential practice*, 2005. Available from <http://www.who.int/reproductivehealth/publications/rtis/9241592656/en/index.html>.

<sup>97</sup> EngenderHealth, *Infection prevention*, 2001. *A reference booklet for health care providers*. Available from <http://www.engenderhealth.org/pubs/quality/infection-prevention.php>.

- ✦ In Kit 4: Chapters 1, 2, 3 and 4 from: *Family Planning, A Global Handbook for Providers*.<sup>95</sup> USAID/Johns Hopkins Bloomberg School of Public Health/WHO 2007.
- ✦ In Kit 5: *Sexually transmitted and other reproductive tract infections. A guide to essential practice*. WHO 2005.<sup>96</sup>
- ✦ In Kit 6: *Infection prevention. A reference booklet for health care providers*, EngenderHealth, 2001.<sup>97</sup>
- ✦ In Kit 8: *Guidelines on MVA procedures*. Ipas, in development.
- ✦ In Kit 11B: *Integrated Management of Pregnancy, Childbirth, Postpartum and Newborn Care: A guide for essential practice*. WHO, UNFPA, UNICEF, World Bank, 2006.<sup>98</sup>

The documents in the Kits are available in English and French. Other languages and documents to suite the context of the crisis are not included and need to be requested specifically. For example, the 2010 Field Manual is available in Arabic, Bahasa Indonesia, English, Farsi, French and Spanish.

Other useful documents to download include:

#### General

- ✦ *Inter-agency Field Manual on Reproductive Health in Humanitarian Settings: 2010 Revision for Field Review*. IAWG on RH in Crises, 2010.<sup>99</sup>
- ✦ *Reproductive Health during Conflict and Displacement: A Guide for Program Managers*. WHO, 2000.<sup>100</sup>
- ✦ *Inter-agency Reproductive Health Kit for Emergency Situations*. UNFPA/IAWG on RH in Crises, revised 2006.<sup>101</sup>
- ✦ *RHRC Monitoring and Evaluation Tool Kit*. RHRC Consortium, 2004.<sup>102</sup>
- ✦ *MISP Cheat Sheet* (Available in Bahasa Indonesia, French and Spanish). IPPF/Women's Refugee Commission, revised 2011.<sup>103</sup>

#### Prevention and Response to Sexual Violence

- ✦ *Guidelines for Gender-Based Violence Interventions in Humanitarian Settings: Focusing on Prevention of and Response to Sexual Violence in Emergencies*. IASC, 2005.<sup>104</sup>

<sup>98</sup> World Health Organization, United Nations Population Fund, United Nations Children's Fund, World Bank, *Integrated Management of Pregnancy, Childbirth, Postpartum and Newborn Care: A guide for essential practice*, 2006. Available from [http://www.who.int/reproductivehealth/publications/maternal\\_perinatal\\_health/924159084X/en/index.html](http://www.who.int/reproductivehealth/publications/maternal_perinatal_health/924159084X/en/index.html).

<sup>99</sup> Inter-agency Working Group on Reproductive Health in Crises, *Inter-agency Field Manual on Reproductive Health in Humanitarian Settings: 2010 Revision for Field Review*, 2010. Available from [http://www.iawg.net/resources/field\\_manual.html](http://www.iawg.net/resources/field_manual.html).

<sup>100</sup> World Health Organization, *Reproductive Health during Conflict and Displacement: A Guide for Program Managers*, 2000. Available from [http://whqlibdoc.who.int/hq/2001/WHO\\_RHR\\_00.13.pdf](http://whqlibdoc.who.int/hq/2001/WHO_RHR_00.13.pdf).

<sup>101</sup> Inter-agency Working Group on Reproductive Health in Crises, *Inter-Agency Reproductive Health Kits for Crisis Situations (Fourth edition)*, January 2008. Available from <http://www.iawg.net/resources/rhkits.html>.

<sup>102</sup> Reproductive Health Response in Crises Consortium, *Monitoring and Evaluation Toolkit*, 2004. Available from [http://rhrc.org/resources/general\\_fieldtools/needs\\_menu.html](http://rhrc.org/resources/general_fieldtools/needs_menu.html).

<sup>103</sup> International Planned Parenthood Federations, Women's Refugee Commission, *MISP Cheat Sheet*, 2011. Available from <http://misp.rhrc.org/>.

<sup>104</sup> Inter-agency Standing Committee, *Guidelines for Gender-Based Violence Interventions in Humanitarian Settings: Focusing on Prevention of and Response to Sexual Violence in Emergencies*, 2005. Available from <http://www.humanitarianinfo.org/iasc/downloadDoc.aspx?docID=4402>.

<sup>105</sup> World Health Organization/United Nations High Commissioner for Refugees, *Clinical Management of Rape Survivors: A guide to the development of protocols for use in refugee and internally displaced person situations*, 2004. Available from <http://www.who.int/reproductivehealth/publications/emergencies/924159263X/en/index.html>.

<sup>106</sup> World Health Organization, United Nations High Commissioner for Refugees, United Nations Population Fund, *Clinical Management of Rape Survivors*, 2009. Available from <http://iawg.net/cmor>.

<sup>107</sup> United Nations Children's Fund, *Caring for Survivors Training Manual*, 2010. Part One of this series of training modules focuses on how multi-sectoral actors can engage with survivors in a supportive and ethical way. Part Two addresses medical interventions for sexual assault survivors and is based on the WHO Guidelines. Available from <http://www.rhrc.org/resources/index.cfm?sector=gbv#209>.

- ✦ *Clinical Management of Rape Survivors: A guide to the development of protocols for use in refugee and internally displaced person situations.* WHO/UNHCR, 2004.<sup>105</sup>
- ✦ *Clinical Management of Rape Survivors (e-learning tool).* WHO/UNHCR/UNFPA, 2009.<sup>106</sup>
- ✦ *Caring for Survivors Training Manual.* UNICEF, 2010.<sup>107</sup>
- ✦ *Emergency Contraception for Conflict-Affected Settings: Distance Learning Module.* Women's Refugee Commission/RHRC Consortium, updated 2008.<sup>108</sup>

#### Maternal and Newborn Care

- ✦ *Integrated Management of Pregnancy, Childbirth, Postpartum and Newborn Care: A guide for essential practice.* WHO/UNFPA/UNICEF World Bank 2006.<sup>109</sup>
- ✦ *Field-Friendly Guide to Integrate Emergency Obstetric Care in Humanitarian Programs.* Women's Refugee Commission/RHRC Consortium, 2005.<sup>110</sup>

#### HIV

- ✦ *Guidelines for Addressing HIV in Humanitarian Settings.* IASC, revised 2010.<sup>111</sup>
- ✦ *HIV/AIDS Prevention and Control: A short course for humanitarian workers.* Women's Refugee Commission/RHRC Consortium, 2004.<sup>112</sup>

#### STIs

- ✦ *Guidelines for the Management of Sexually Transmitted Infections.* WHO, 2003.<sup>113</sup>
- ✦ *Guidelines for the Care of Sexually Transmitted Infections.* Women's Refugee Commission/RHRC Consortium, 2004.<sup>114</sup>

If you are procuring RH supplies locally, ensure that you include the relevant treatment guidelines, which are available for download from the IAWG website.<sup>115</sup>

<sup>108</sup> Women's Refugee Commission, *Emergency Contraception for Conflict-affected Settings: A Reproductive Health Response in Conflict Consortium Distance Learning Module, on behalf of the RHRC Consortium*, revised 2008. Available from [http://www.rhrc.org/resources/general\\_fieldtools/er\\_contraception/welcome.html](http://www.rhrc.org/resources/general_fieldtools/er_contraception/welcome.html).

<sup>109</sup> World Health Organization, United Nations Population Fund, United Nations Children's Fund, World Bank, *Integrated Management of Pregnancy, Childbirth, Postpartum and Newborn Care: A guide for essential practice*, 2006. Available from [http://www.who.int/reproductivehealth/publications/maternal\\_perinatal\\_health/924159084X/en/index.html](http://www.who.int/reproductivehealth/publications/maternal_perinatal_health/924159084X/en/index.html).

<sup>110</sup> Women's Refugee Commission, *Field-Friendly Guide to Integrate Emergency Obstetric Care in Humanitarian Programs*, RHRC Consortium, 2005. Available from [http://www.rhrc.org/resources/emoc/EmOC\\_ffg.pdf](http://www.rhrc.org/resources/emoc/EmOC_ffg.pdf).

<sup>111</sup> Inter-agency Standing Committee, *Guidelines for Addressing HIV in Humanitarian Settings*, 2010. Accessible from <http://www.aidsandemergencies.org/cms/>.

<sup>112</sup> Women's Refugee Commission, *HIV/AIDS Prevention and Control: A short course for humanitarian workers: Facilitators Manual*, RHRC Consortium, 2004. Available from <http://www.rhrc.org/resources/sti/hivaidsmanual/>.

<sup>113</sup> World Health Organization, *Guidelines for the Management of Sexually Transmitted Infections*, 2003. Available from <http://www.who.int/hiv/pub/sti/en/STIGuidelines2003.pdf>.

<sup>114</sup> Women's Refugee Commission, *Guidelines for the Care of Sexually Transmitted Infections*, RHRC Consortium, 2004. Available from <http://www.rhrc.org/resources/index.cfm?sector=sti#51>.

<sup>115</sup> Inter-agency Working Group on Reproductive Health in Crises, *Inter-Agency Reproductive Health Kits for Crisis Situations (Fourth edition)*, January 2008. Available from <http://www.iawg.net/resources/rhkits.html>.

The consumable supplies in the RH Kits are calculated to last for a 3-month period for a varying population number, depending on the population coverage of the health-care setting for which each block of kits is designed. The RH Kits in each of the blocks are as follows:

Block 1: Six kits to be used at the community and primary health care level for 10,000 persons/ 3 months		
KIT NUMBER	KIT NAME	COLOR CODE
Kit 0	Administration Kit	Orange
Kit 1	Condom Kit (Part A is male condoms + B is female condoms)	Red
Kit 2	Clean Delivery Subkit (Individual) (Part A + B)	Dark Blue
Kit 3	Rape Treatment Kit	Pink
Kit 4	Oral and Injectable Contraception Kit	White
Kit 5	STI Kit	Turquoise

Block 1 contains six kits. Kits 1 and 2 are subdivided into parts A and B, which can be ordered separately.

Block 2: Five kits to be used at the community and primary health care level for 30,000 persons / 3 months		
KIT NUMBER	KIT NAME	COLOR CODE
Kit 6	Clinical Delivery Assistance (Part A: reusable equipment, Part B: drugs and disposable supplies)	Brown
Kit 7	IUD Kit	Black
Kit 8	Management of Complications of Abortion Kit	Yellow
Kit 9	Suture of Tears (cervical and vaginal) and Vaginal Examination Kit	Purple
Kit 10	Vacuum Extraction for Delivery (manual) Kit	Grey

Block 2 is composed of five kits containing disposable and reusable material. In order to prevent the waste of expensive reusable equipment, these kits are designed to be used for a population of 30,000 persons over a 3-month period. This does not, however, exclude the kits from being ordered for a setting with fewer than 30,000 persons—in this case the supplies in the kits would last longer.

Block 3: Two kits to be used at referral hospital level for 150,000 persons / 3 months		
KIT NUMBER	KIT NAME	COLOR CODE
Kit 11	Referral level Kit for Reproductive Health (Part A: reusable equipment + B: drugs and disposable supplies)	Fluorescent green
Kit 12	Blood Transfusion Kit	Dark green

Block 3 is composed of two kits containing disposable and reusable material for the referral (surgical obstetrics) level. In most countries, this level normally serves a population of approximately 150,000 persons over a 3-month period. In displaced situations, patients are generally referred to the nearest hospital, which will often require support in terms of equipment and supplies to be able to provide the necessary services for this additional population.

## How do I order Inter-agency RH Kits?

Information on the kits and assistance with ordering can be provided by UNFPA field offices, agency partners or the UNFPA Humanitarian Response Branch (HRB) in New York or Geneva:

*UNFPA/HRB*  
220 East 42<sup>nd</sup> Street  
New York, NY 10158  
USA

tel: +1 212 297 5245  
fax: +1 212 297 4915  
email: [hrb@unfpa.org](mailto:hrb@unfpa.org)  
website: [www.unfpa.org](http://www.unfpa.org)

*UNFPA/HRB*  
11-13, chemin des Anémones  
1219 Chatelaine, Geneva  
Switzerland

tel: +41 22 917 83 14  
fax: +41 22 917 80 16  
email: [hrb@unfpa.org](mailto:hrb@unfpa.org)

## Kits can also be directly ordered from:

*UNFPA Procurement Services Section*  
Midtermolen 3  
2100 Copenhagen  
Denmark

tel: +45 3546 7368 / 7000  
fax: +45 3546 7018  
email: [procurement@unfpa.dk](mailto:procurement@unfpa.dk)

## How do I order the Inter-agency Emergency Health Kit?

A booklet describing the Inter-agency Emergency Health Kit and how it can be ordered is available from the International Dispensary Association (IDA) Foundation:

*IDA Foundation*  
P.O. Box 37098  
1030 AB Amsterdam  
The Netherlands

tel: +31 20 403 30 51  
fax: +31 20 403 18 54  
email: [info@idafoundation.org](mailto:info@idafoundation.org)

Booklet:

[www.idafoundation.org/fileadmin/user\\_upload/Documenten/PDF/Product\\_Library/IEHK\\_2006\\_from\\_IDA\\_Foundation.pdf](http://www.idafoundation.org/fileadmin/user_upload/Documenten/PDF/Product_Library/IEHK_2006_from_IDA_Foundation.pdf)

## You can also contact UNICEF directly at:

*Procurement Services Centre*  
UNICEF Supply Division  
UNICEF Plads, Freeport  
DK-2100 Copenhagen  
Denmark

tel: +45 35 27 32 21  
fax: +45 35 26 94 21  
email: [supply@unicef.org](mailto:supply@unicef.org)

## Exercise

How many kits should be ordered for a camp or settlement with 20,000 persons?  
(A basic assessment was carried out and the following information was documented).

<b>TOTAL POPULATION</b>	20,000 persons
<b>SPECIAL OBSERVATIONS</b>	Female condoms are known and used
<b>NUMBER AND TYPE OF HEALTH CARE SETTINGS</b>	<ul style="list-style-type: none"> <li>✦ Two health posts</li> <li>✦ One PHC clinic</li> <li>✦ One referral hospital</li> </ul>
<b>LEVEL OF PERSONNEL</b>	One medical doctor, two trained nurses, one trained midwife and several traditional birth attendants and health workers

Order		
KIT NUMBER	NAME OF KIT	QUANTITY
Kit 0	Administration Kit	0
Kit 1	Condom Kit (Part A + B)	2
Kit 2	Clean Delivery Subkits (Individual) (Part A + B)	2
Kit 3	Rape Treatment Kit <sup>116</sup>	2
Kit 4	Oral and Injectable Contraception Kit	2
Kit 5	STI Kit	2
Kit 6	Clinical Delivery Assistance (Part A + B) Kit	1
Kit 7	IUD Kit	1
Kit 8	Management of Complications of Abortion Kit	1
Kit 9	Suture of Tears (cervical and vaginal) and Vaginal Examination Kit	1
Kit 10	Vacuum Extraction for Delivery (manual) Kit	1
<i>To support the referral hospital</i>		
Kit 11	Referral level Kit for Reproductive Health (Part A + B)	1
Kit 12	Blood Transfusion Kit	1

<sup>116</sup> It would also be important to determine if any IEHK orders have been made and whether the post-rape supplies have been included.



# Chapter 8 Quiz

(Answers on pages 107-108)

- 1** *Female condoms are available in the Inter-agency RH Kits.*
- True
  - False
- 2** *To place an order for RH supplies, which of the following activities do not need to be undertaken?*
- a. Estimating kit needs based on basic demographic data
  - b. Coordinating within the health sector/cluster
  - c. Conducting focus groups with an equal number of males and females
  - d. Determining the number of health personnel and their qualifications
  - e. Preparing a plan for distribution of the kits
- 3** *For what time period are the supplies in the RH Kits calculated to last?*
- a. One month
  - b. Three months
  - c. Six months
  - d. One year
  - e. Nine months
- 4** *For which level of health care are the RH Kits designed?*
- a. International level
  - b. Primary level
  - c. Referral level
  - d. Community level
  - e. b, c and d
- 5** *The Inter-agency RH Kits are managed by UNHCR*
- True
  - False