

# High Security Risk Allowance

## POLICY & GUIDE

P&C Department Islamic

Relief, Pakistan Development

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## HIGH SECURITY RISK ALLOWANCE

### 1. Introduction:

The high security risk allowance is an arrangement to offer compensation for the staff rendering services in difficult and dangerous locations where staffing and effective Programme delivery is often the most challenging.

The allowance is defined as *“an additional payment OR compensation OR facility paid to IRP staff hired/assigned in locations where living conditions (security/law & order, health & hygiene, living) are substantially below the normal conditions”*.

The level of high risk is determined on the basis of the intensity and frequency of the possibility of danger, hazards or threats associated with any operational or non-operational area(s), field or emergency in Pakistan including the State of Azad Jammu & Kashmir (AJ&K).

### 2. Purpose:

The purpose of the high risk allowance is to encourage mobility and retention by compensating IRP staff as required by Organization in the areas/locations defined as high risk areas. The majority of IRP programmes are in the field, often in duty stations where the conditions of life and work are difficult.

### 3. Eligibility:

This policy is applicable to all IRP staff:

- i. Who have **valid employment contract** and assigned/hired in any such location(s) that fall in high risk area classification.
- ii. Team members having at-least 10 field visits / exposure to the field on monthly basis.

### 4. Components and Core Factors:

The major components determining the level and intensity of high risk are classified as:

- a) **Security / Law & Order**
- b) **Health & Hygiene (Physical & Mental)**
- c) **Living**

A detailed description of the above mentioned facts is given below in a tabular form:

S.No	Components	Factors	Description
1.	<b>Security / Law &amp; Order</b>	<b>Socio Political Violence and repression</b>	The political violence may include the following: <input type="checkbox"/> Genocides <input type="checkbox"/> War <input type="checkbox"/> Counter Insurgency <input type="checkbox"/> Famine  The social Violence may include the following:

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			<input type="checkbox"/> Racism <input type="checkbox"/> Riots & Strikes
		<b>Crime</b>	Generally the range of crimes observed across Pakistan are: <ul style="list-style-type: none"> <li><input type="checkbox"/> Terrorism</li> <li><input type="checkbox"/> Abduction, Kidnapping and ransom</li> <li><input type="checkbox"/> Snatching</li> <li><input type="checkbox"/> Robberies</li> <li><input type="checkbox"/> Gang wars</li> </ul>
		<b>Threat to life</b>	It may include: <ul style="list-style-type: none"> <li><input type="checkbox"/> Sectarian Violence</li> <li><input type="checkbox"/> Drones Attack/Bombing</li> <li><input type="checkbox"/> Mines / Road side IEDs</li> <li><input type="checkbox"/> Terrorism</li> <li><input type="checkbox"/> Murders</li> </ul>
2.	<b>Health &amp; Hygiene</b>	<b>Diseases and Sanitation</b>	The outbreak of viral or water borne diseases, e.g. an epidemic of measles or like: <ul style="list-style-type: none"> <li><input type="checkbox"/> Hepatitis A &amp; E</li> <li><input type="checkbox"/> Typhoid and paratyphoid fevers</li> <li><input type="checkbox"/> Malaria</li> <li><input type="checkbox"/> Dengue Fever</li> <li><input type="checkbox"/> Dysentery/ diarrhea/ cholera</li> <li><input type="checkbox"/> Intestinal worms</li> <li><input type="checkbox"/> Rabies / Scabies etc</li> </ul>
		<b>Climate &amp; Physical Conditions</b>	Includes Floods (flash flood, Heavy Rains, Lightening & Thunderstorms), Drought (Heat wave, Scarcity of water), Earthquake, Hurricanes, Tornados, Fire, weather Extremes (Heavy snow fall, Excess in carbon level, Heavy Storms, Changing rainfall patterns and intensity).
3.	<b>Living</b>	<b>Housing</b>	Refers to the problem of insuring that the staff has a room/ home to live in, whether this is a room/house, or some other kind of dwelling, lodging, or shelter.
		<b>Availability of Goods &amp; Services</b>	It includes availability and accessibility to the basic needs like Food, Drinkable Water, Shelter, Clothing, Education, Healthcare, Utilities (electricity, gas, water) etc.
		<b>Cultural and recreational facilities</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Public Libraries</li> <li><input type="checkbox"/> Parks</li> <li><input type="checkbox"/> Recreational Centers</li> <li><input type="checkbox"/> Gym &amp; Sport Complexes</li> <li><input type="checkbox"/> Religious and Cultural Festivals</li> </ul>
		<b>Means of Communication</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Mobile</li> <li><input type="checkbox"/> Internet</li> <li><input type="checkbox"/> Landline/Telephone</li> <li><input type="checkbox"/> Social and Print Media</li> </ul>

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		<b>Basic Infrastructure</b>	<input type="checkbox"/> Transportation includes roads (conditions/accessibility), airport, railway station, Bus, Air, Road, Truck, railway etc <input type="checkbox"/> Hospital/Medical Facility <input type="checkbox"/> Bank <input type="checkbox"/> Police Station <input type="checkbox"/> Basic Emergency services including Ambulance, RESCUE 1122, Fire Fighting etc.
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### 5. High Risk Measurement Scaling:

The table is mentioned below to elaborate the scale of measuring high risk:

S. No.	Scale	Description
<b>1</b>	<b>Low</b>	The frequency, sensitivity, intensity of the occurrence of any event is <u>occasional or very rare</u> e.g. It has been informed by the Police Officials in Shangla that in last 2 years, only one case of Section 302 of PPC (murder) has been prosecuted It applies on the scale of 1-4 out of 10.
<b>2</b>	<b>Moderate</b>	The frequency, sensitivity, intensity of the occurrence of any event is <u>occasional but rare</u> e.g. It has been informed by the Police Officials in Shangla that in last 2 years, only 10 case of Section 302 of PPC (murder) has been prosecuted It applies on the scale of 5-7 out of 10.
<b>3</b>	<b>High</b>	The frequency, sensitivity, intensity of the occurrence of any event is <u>very frequent or repetitive</u> e.g. It has been informed by the Police Officials in Shangla that in last 2 years, hundreds of cases of Section 302 of PPC (murder) has been prosecuted. It applies on the scale of 8-10 out of 10

\* Degree of sensitivity is defined as degree or extent to which the aforesaid factors are intense to Islamic Relief employees. It can be determined or measured on the scale of three i.e. Low, Moderate and High; also known as decision matrix.

### 6. The Decision Matrix:

The decision matrix is used to evaluate the intensity of the high risk in any area or field based on the factors mentioned above; the final decision is made on the basis of the average rating against the predefined factors & budget availability in relevant project. If the average total of the factor rating falls between the ranges of 8-10 (high), any such area is acclaimed as “High risk Area” and the allowance is admissible to the staff.

S.No.	Components	Important Factors	Scale/Intensity		
			High (8-10)	Moderate (5-7)	Low (1-4)
1.	Security / Law & Order	Socio Political Violence and repression			
		Crime			
		Risk/Threat to life			
2.	Health & Hygiene (Physical & Mental) Living	Diseases and Sanitation			
		Climate & Physical Conditions			
3.	Living	Housing			
		Availability of goods and services			

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		Cultural and recreational facilities			
		Means of communication			
		Basic Infrastructure			

Total of Factor Rating obtained: \_\_\_\_\_

Total of Factor Rating Max: **100**

**Average Total of the Factor Rating** = (Total of Factor Rating obtained / Total of Factor Rating Max) x 10

The decision matrix rating must be supplied with solid evidences / reports issued by a Govt. / UN / or any other autonomous bodies e.g. Police / LEAs / Health department or Newspaper etc.

This matrix must be repeated for area / field staff who falls under the high risk on completion of 6 months to seek the eligibility for allowance.

### **7. Compensation:**

The high risk compensation will be paid as an allowance & shell not be part of one’s salary. It may be withdrawn anytime with or without intimation as soon as the situation get improved at the project area. Details of the compensation is as under if an area is declared:

- i. Low risk with a rating between “1-4”, staff falling under this rating will not be entitled for any allowance.
- ii. Moderate risk with rating between “5-7”, staff will be paid with PRK. 2000/- per month
- iii. High risk with a rating between “8 – 9”, staff will be paid with PKR. 8000/- per month

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