

University of Social
Sciences and
Humanities
Location: Hanoi,
Vietnam

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Third semester manual
Joint Master's Programme in
International Humanitarian
Action

Regional specialisation
Semester 3



noha

NETWORK ON
HUMANITARIAN ACTION



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1. Third semester regional training learning outcomes

In conformity with the learning outcomes set out by the NOHA network, by the end of the regional training, the student:

- Has a critical understanding of the humanitarian principles and standards and the problematic nature of the dilemmas involved.
- Has demonstrated the ability to formulate adequate and ethically sound recommendations for humanitarian action grounded in the humanitarian principles and values, translating these in innovative, practical terms to policies, strategies and programme management.
- Takes responsibility for specifying clear ethical standards informed by the humanitarian principles, values and professional codes of conduct.
- Applies innovatively and strategically correct the humanitarian principles and standards to dilemmas in complex and insecure contexts.
- Has highly specialised knowledge and a critical understanding of humanitarian concepts and theories.
- Has innovative expertise on a particular current theme in humanitarian action with an interdisciplinary understanding in terms of its political, legal, anthropological, public health and management aspects."
- Has specialised skills to conceptualise, interpret and critically analyse complex humanitarian crises and interventions on the basis of a variety of sources, generating new interdisciplinary expertise to help solve complex humanitarian problems.
- Has demonstrated the ability to position one's own research findings in the broader context of humanitarian action.
- Has developed an open attitude towards acquiring new knowledge and understanding about professional and academic developments in humanitarian action."
- Has specialised problem-solving skills to promote the best and safest response in humanitarian emergency contexts in terms of personal and social implications and foreseeable harm by humanitarian interventions.
- Acts firmly and appropriately in insecure situations according to the security rules, taking into account advice from security sources and other stakeholders.
- Has demonstrated a range of coaching and management skills to carefully assess the relevant factors for decision making in terms of operative context, possible effects and risks and the best way for successful implementation of strategic decisions.
- Has demonstrated the ability to act on decisions made.
- Has adopted a reflective practice analysing personal learning goals and ways to achieve them.
- Stimulates the involvement and development of team members and partners to achieve a successful humanitarian project.
- Has highly specialised knowledge of the diversity of actors and stakeholders, their interaction and competition, and a thorough understanding of the importance of coordination between different levels in the humanitarian system.
- Has demonstrated the ability to listen to beneficiaries and stakeholders and taking into account their considerations, communicate humanitarian expertise and research findings in a structured, intelligible way to specialists and non-specialists in a multi-cultural humanitarian setting.
- Has the ability to cultivate relations of sensitive respect in terms of cultural and gender diversity and to cooperate in a quest for mutual benefit or compromise."
- Involves partners and team members in different levels of decision-making and acts responsible and accountable concerning own decisions.
- Actively contributes to team building, a balanced distribution of work, and fostering a good atmosphere and cohesion in group projects in an effort to achieve the common goal.
- Has highly specialised knowledge and critical understanding of the impact of various humanitarian action interventions on the needs and rights of crisis-affected people and their interaction with interests of relevant actors in a certain professional regional context.
- Specialised problem-solving skills combining interdisciplinary knowledge and understanding of the range of needs and capabilities of crisis-affected people in a certain regional context toward relevant, evidence-based solutions for effective response.
- Learns from past experiences, identifies opportunities to overcome humanitarian dilemmas and proposes new work methods for increased efficiency, effectiveness and stakeholder accountability in complex and unpredictable humanitarian environments.

2. Overview of semester offered to NOHA student

Semester 3/2017-19

- 6 modules
- Internship

5 Sep 2018 – 31 Jan 2019

20 ECTS
10 ECTS

The full programme consists of 30 ECTS, 20 ECTS for in class lectures and 10 ECTS for self-study. The table below shows the distribution of the 20 ECTS for in class lectures. All courses will be taught in English.

The programme is divided into 6 modules that aim to improve practical skills for problem-solving, using tools and approaches from various aspects. Students will develop their own interest and expertise within broader field of humanitarian action. In "Learn by Doing" educational programmes, field work can provide essential, real life contact with instructional and experiential subjects, increasing the value of the learning experience overall. The 6 modules offered are:

No.	Name	ECTS
1.	Humanitarian Leadership Programme (HLP)	4
2.	International Relations in Humanitarian Affairs in responding to disasters - ASEAN experiences	3
3.	Emergency Market Mapping and Analysis	4
4.	Community-based Disaster Risk Management- Experiences and Insights from Vietnam	3
5.	Anthropology and the Cultural Dimension of Humanitarian Action	3
6.	Community-Based Adaptation to Climate Change	3

In addition to the above-mentioned modules, the programme also includes an internship. Students will take an internship at the local Vietnam Red Cross or a social enterprise e.g. Sapa O' Chau. They may assist the community to recover from suffering or difficulties affected by natural disasters.

Please note that there may be changes in the modules presented above according to revisions made by the partner university to adjust the curriculum to the future academic calendars.

3. Introduction to the university

The VNU University of Social Sciences and Humanities (USSH) - Trường Đại học Khoa học Xã hội và Nhân văn - a member university of Vietnam National University (VNU), Hanoi, is one of the nation's most prestigious institutions that demonstrates a strong commitment to high-quality education, rigorous academic standards, and application of knowledge in every programme.

Founded in 1945 as Hanoi University of Arts by a decree signed by President Ho Chi Minh, USSH has since had more than 70 years of history. Currently, the university comprises 17 faculties and department, a university affiliated institute, a museum, a company and 15 research centers. It is one of the leading universities in Vietnam with nearly 10,000 domestic and international students, more than 500 teaching and servicing staff working on intellectual creation.

USSH offers a modern pedagogical model, integrating classroom learning and hands-on experience that prepares students to master and to make, to reflect and to apply, to analyze and to act. Students are prepared to enter graduate school or the workplace by undertaking a curriculum that marries the best of knowledge and deep learning with vocationally enhancing application of acquired skills and knowledge. Our faculty accomplishes innovative interdisciplinary research in the fields of social sciences and humanities, in both basic and applied sciences such as History, Literature, Philosophy, International Studies, Tourism Studies, Journalism and Communication, etc.

4. Contact information

University contact details	Focal person	Academic coordinator	Student coordinator
<p>University of Social Sciences and Humanities, Vietnam National University 336 Nguyen Trai st., Thanh Xuan dist., Hanoi city, Vietnam</p> <p>www.khoaquoctehoc.edu.vn</p>	<p>Dr Vũ Anh Thư Vice Dean of Faculty of International Studies E-mail: thu.vuanh@gmail.com Tel: (+84) 0913 040 708</p> <p>Office location: Faculty of International Studies, USSH Office hours: 8:30 am – 5:00 pm (Monday – Friday)</p>	<p>Dr Vũ Anh Thư Vice Dean of Faculty of International Studies E-mail: thu.vuanh@gmail.com Tel: (+84) 0913 040 708</p> <p>Mr Luong Ngoc Vinh E-mail: vinhln@ussh.edu.vn</p>	<p>Mr Luong Ngoc Vinh Email: vinhln@ussh.edu.vn cc thu.vuanh@gmail.com</p>

5. Detailed course descriptions

5.1. Humanitarian Leadership Programme (HLP)

- Module coordinator:** Name: Vu Anh Thu
e-mail: thu.vuanh@gmail.com
phone: 84-0913040708
office location: Faculty of International Studies, USSH
office hours: 8:30 am – 5:00 pm (Monday –Friday)
- Lecturers:** Name: Le Van Duong
Humanitarian & Emergency Affairs/Disaster Risk Reduction
(HEA/DRR) Manager, World Vision International in Vietnam
e-mail: le_van_duong@wvi.org
phone: 84-0904162634
- Credits awarded:** 4 ECTS

5.1.1. General course description

HLP is a uniquely intensive and challenging leadership course for humanitarians and emergency responders. The uniqueness of the programme is not only its linkage between the academic knowledge and practitioners, but also creating opportunities to enhance your understanding of the humanitarian system, build your ability to deliver humanitarian operations in complex emergencies and support you to develop the quality of leadership you offer others in some of the most challenging environments.

5.1.2. Main themes

- The Humanitarian World Systems and Actors, Emerging Trends & Issues
- International relations in humanitarian affairs/ disaster management - response to climate change - Asian/ASEAN Context
- Operation & Management Structure: Emergency Management System/Incidence Command System (EMS/ICS)
- Managing multi-sectoral humanitarian response - Simulation can be included
- Multi culture in humanitarian response
- Humanitarian Accountability & Core Humanitarian Standard
- Leadership in humanitarian action
- Response strategy

5.1.3. Learning outcomes

- Learners will have an overview on humanitarian world, systems, actors, principles, standard and as well as expected leadership in a humanitarian action;
- Learners will be able to develop a response strategy and lead a multi-sectoral response operation

5.1.4. Teaching & learning methodology

- In-class lectures with participatory exercises such as group work, simulation

5.1.5. Assessment methods and criteria

- Group presentations
- Essays (1,500-2000 words)

5.2. International Relations in Humanitarian Affairs in responding to disasters - ASEAN experiences

Module coordinator: Name: Vu Anh Thu
e-mail: thu.vuanh@gmail.com
phone: 84-0913040708
office location: Faculty of International Studies, USSH
office hours: 8:30 am – 5:00 pm (Monday –Friday)

Lecturers: Name: Le Van Duong
Humanitarian & Emergency Affairs/Disaster Risk Reduction
(HEA/DRR) Manager, World Vision International in Vietnam
e-mail: le_van_duong@wvi.org
phone: 84-0904162634

Credits awarded: 3 ECTS

5.2.1. General course description

While ASEAN has substantially become an important regional actor in a globalized world, how ASEAN has taken disaster response into consideration in its development as well as reaching its coordination, collaboration and cooperation with other actors as well as the rest of the world? Elaborating hints and clues to address this question might unpack huge challenges and opportunities for international relations in Humanitarian Affairs.

5.2.2. Main themes

- Overview on the Association of Southeast Asian Nations (ASEAN)'s history- establishment and development
- ASEAN Agreement on Disaster Management and Emergency Response (AADMER) and AADMER Working Programs
- ASEAN Coordinating Centre for Humanitarian Assistance on disaster management (AHA Centre)
- ASEAN Emergency Response and Assessment Team (ERAT),
- Standard Operating Procedure for Regional Standby Arrangements & Coordination of Joint Disaster Relief and Emergency Response Operations (SASOP)
- Disaster Emergency Logistic System for ASEAN (DELSA)

5.2.3. Learning outcomes

- Learners will have an overview on ASEAN' architecture for disaster management and emergency response;
- Learners will be able identify opportunities for bolstering international relations between ASEAN and other regions, countries, actors in the world in terms of humanitarian affairs

5.2.4. Teaching & learning methodology

- Lecture
- Individual presentation on pre-assigned topics
- Group discussions

5.2.5. Assessment methods and criteria

- Group presentations
- Essays (1,500-2000 words)

5.3. Emergency Market Mapping and Analysis

Module coordinator: Name: Vu Anh Thu
e-mail: thu.vuanh@gmail.com
phone: 84-0913040708
office location: Faculty of International Studies, USSH
office hours: 8:30 am – 5:00 pm (Monday – Friday)

Lecturers: Name: Toan Nguyen
Humanitarian Manager – Oxfam in Vietnam
e-mail: Toan.NguyenThanh@oxfam.org
phone: 84-0868611319

Credits awarded: 4 ECTS

5.3.1. General course description

EMMA is a set of tools and guidance notes. It encourages and assists front-line humanitarian staff in sudden and/ or onset emergencies to better understand, accommodate and make use of market-systems. It does not offer a simplistic blueprint for action, but EMMA does provide accessible, relevant guidance to staff who are not already specialists in market analysis. Further, the EMMA toolkit adds value to established humanitarian practices in diverse contexts. Finally, EMMA tools are adaptable, rough-and-ready, speed-orientated processes designed to reflect the information constraints and urgency of decision-making required in the first few weeks of a sudden and/or onset emergency situation. Therefore, the EMMA process is intended to be integrated flexibly into different organizations emergency response planning and development.

5.3.2. Main themes

- Essential preparation for EMA
- Market selection
- Preliminary analysis
- Preparation for fieldwork
- Fieldwork activities and interviews
- Mapping the market system
- Gap analysis
- Market-system analysis
- Response analysis
- Communicating results

5.3.3. Learning outcomes

- Identify the benefits of using EMMA;
- State, explain and apply the 3 strands and 10 steps of EMMA in emergency contexts;
- State and use the criteria required for effective critical market system selection;
- Use the key tools of EMMA;
- Collate and analyse data gathered through the use of EMMA tools, and produce suitable
- Options for effective humanitarian response in emergencies based on that data;
- Explain the value of EMMA to senior decision-makers;
- Apply effective training skills to train essential components of the EMMA Toolkit in the other sub-EMMA trainings and in a real emergency.

5.3.4. Teaching & learning methodology

In-class lectures with participatory exercises such as group work and simulations and games

5.3.5. Assessment methods and criteria

- Participation of lectures in class and field trips
- Completing EMMA reports and analysis

5.4. Community-based Disaster Risk Management- Experiences & Insights from Vietnam

Module coordinator: Name: Vu Anh Thu
e-mail: thu.vuanh@gmail.com
phone: 84-0913040708
office location: Faculty of International Studies, USSH
office hours: 8:30 am – 5:00 pm (Monday –Friday)

Lecturers: Name: Le Van Duong
Humanitarian & Emergency Affairs/Disaster Risk Reduction (HEA/DRR) Manager, World Vision International in Vietnam
e-mail: le_van_duong@wvi.org
phone: 84-0904162634

Name: Pham Thanh My, Vietnam Red Cross
e-mail: thanhmyvnrc@gmail.com
phone: 84-904119058

Credits awarded: 3 ECTS

5.4.1. General course description

Community-based Disaster Risk Management (CBDRM) approach has been initially introduced in Vietnam by a number of INGOs and international agencies since beginning of the 2000s, following the historic flooding in Central Vietnam of the year 1999. This concept then has substantially recognized and adapted in a number of other programs/projects. Huge and continuous efforts have been tried for advocacy. In 2009, the Government of Vietnam. Launched the CBDRM Program for 6,000 communes, villages at risk up to 2020. This course introduces how CBDRM has been implemented in the Vietnam context and what lessons learnt from the community.

5.4.2. Main themes

- Overview on disaster risks and disaster management in Vietnam
- The concept and key components of CBDRM
- CBDRM: from rural to urban setting – review of gaps
- Engaging private sector towards Public-Private Partnership on Disaster Risk Reduction and Responding to Climate Change (PPP on DRR-RCC)

5.4.3. Learning outcomes

- Learners will be familiar with CBDRM approach, tools;
- Learners will be able to develop conceptual framework, methodology and tools for engaging with the private sector in disaster management

5.4.4. Teaching & learning methodology

- Lecture
- Group work, group discussion
- Role plays, debates

5.4.5. Assessment methods and criteria

- Group presentations
- Essays (1,500-2000 words)

5.5. Anthropology and the Cultural Dimension of Humanitarian Action

Module coordinator: Name: Vu Anh Thu
e-mail: thu.vuanh@gmail.com
phone: 84-0913040708
office location: Faculty of International Studies, USSH
office hours: 8:30 am – 5:00 pm (Monday – Friday)

Lecturers: Name: Dr Lam Minh Chau
email: lamminhchau86@gmail.com
phone: 84-0915341294
office location: Faculty of Anthropology, USSH

Credits awarded: 3 ECTS

5.5.1. General course description

The value of anthropological knowledge in humanitarian action is widely acknowledged in today's globalised world. As humanitarian workers, NGOs and experts struggle to deliver critical assistance to those desperately in need in far-away contexts in Asia and Africa, and to millions of displaced Muslims seeking refuge in Europe, one thing has become clear: Even out of goodwill, humanitarian actions are in many circumstances problematic, ineffective, and counter-productive as they are incompatible with the cultural perceptions and practices of those supposed to be the beneficiaries of humanitarian aid. This course highlights the vital importance of culturally situated knowledge in the success of humanitarian interventions, and therefore the role of anthropology, a discipline dedicated to, and most suited for, understanding the diversity of cultural practices in different contexts. Participants will have the opportunity to familiarise with key concepts in anthropology, the diverse roles anthropologists can play and have performed in humanitarian actions, and selected case studies of anthropological knowledge productively employed in humanitarian aids in past and contemporary Vietnam.

5.5.2. Main themes

- The rising importance of anthropologists and anthropological knowledge in humanitarian actions
- Why anthropology can contribute to humanitarian action success, with a focus on its unique capacity to understand cultural diversity, contexts, and human agency.
- How anthropologists approach development problems and humanitarian issues: Key principles and methods in anthropology
- In-depth analyses of cases of humanitarian actions that fail because of inadequate understanding of local cultural practices in the world and Vietnam, and those that succeed by paying sufficient attention to cultural differences, local knowledge and anthropological insights.

5.5.3. Learning outcomes

- Learners should have an overview of the relation between anthropology and humanitarian actions, the growing importance of anthropological knowledge to humanitarian success, and the key principles and methods that anthropologists employ.
- Learners should develop the capacity to 'think in anthropological ways' when facing a humanitarian problem, particularly a sensitivity for cultural differences, local contexts, unique histories, and human agency.
- Learners should be able to independently and critically analyse a given case of humanitarian action from an anthropological point of view: What is the problem and what would be the solution?

5.5.4. Teaching & learning methodology

- Lecture
- Individual presentation on pre-assigned topics
- Group discussions

5.5.5. Assessment methods and criteria

- Short assignment (500 words)
- Individual presentation
- Essays (1,500-2000 words)

5.6. Community-Based Adaptation to Climate Change

Module coordinator: Name: Vu Anh Thu
e-mail: thu.vuanh@gmail.com
phone: 84-0913040708
office location: Faculty of International Studies, USSH
office hours: 8:30 am – 5:00 pm (Monday –Friday)

Lecturers: Name: Assoc. Prof Dr Nguyen Tuan Anh
Vice Dean, Faculty of Sociology, USSH
email: xhhanh@gmail.com
phone:84-0916332376
office location: Faculty of Sociology, USSH
office hours: 8:30 am – 5:00 pm (Monday –Friday)

Credits awarded: 3 ECTS

5.6.1. General course description

The Earth is now entering a period of changing climate that has exceeded most scientific forecasts. Many communities have suffered from disasters as the consequences of climate change. Thus, this course is designed to help students address questions concerning climate change and community adaptation. In doing this, the first aim of the course is to introduce students to key concepts relating to climate change, community and adaptation. The course will explore community knowledge of climate change. This involves local knowledge and scientific information as well as the role of communication in raising community knowledge of climate change. The second aim of the course is to explore community responses to climate change. Through the concept of adaptation, the course will explore the capacity, framework and activities that communities in Vietnam develop in order to deal with climate change. The course is also directed at understanding participation methods for community-based adaptation to climate change. These methods are necessary to students who want to work with projects aimed at community adaptation to climate change.

5.6.2. Main themes

- Community Knowledge of Climate Change
- Community Responses to Climate Change
- Participation methods for community-based adaptation to climate change

5.6.3. Learning outcomes

- The students will obtain knowledge about climate change and community adaptation.
- The students will obtain skills to advance community knowledge of climate change, and community capacity to adapt to climate change.

- The students will obtain the necessary skills that can be used in developing projects directed at coping with climate change.

5.6.4. Teaching & learning methodology

- Lecture
- Group discussions
- Presentations on pre-assigned topics

5.6.5. Assessment methods and criteria

- Group presentations
- Essays (1,500-2000 words)

6. Internship

Students will take an internship at the local Vietnam Red Cross or a social enterprise e.g. Sapa O' Chau. They may assist the community to recover from suffering or difficulties affected by natural disasters.

7. Practical information

7.1. Accommodation

7.1.1. Student dormitories

International students can apply for accommodation in 2 dormitories managed by VNU Hanoi:

- Me Tri Dormitory at No.182 Luong The Vinh, Thanh Xuan, Hanoi
- My Dinh Dormitory in My Dinh II Urban Area, Nam Tu Liem, Hanoi

Depending on the dormitory and room, the monthly rent for a shared room will be 100-150 €. Similar rates apply for the homestay during the internship.

7.1.2. Private accommodation

Apart from student dormitories, Hanoi also offers affordable private accommodation. There are several places online where it is helpful to start searching or asking. The most recent offers can be found in Facebook groups such as "Hanoi Massive Housing" or "Hanoi Massive - a new era". Another helpful address for private accommodation is "TNH Hanoi".

Private accommodation can start from around 120 € (usually excluding utilities) in shared houses. However, prices can vary and depend on multiple factors such as area, standard and services.

USSH will assist you in looking for accommodation on demand.

7.2. Living costs

Living costs in Hanoi are generally low compared to most western cities and can be expected to be between 400 and 600 € per month. A meal at one of the typical street vendors is around 1.20 €, a haircut for men costs around 2 € and taking the bus one direction is about 0.30 €. However, the cost of living may vary greatly depending on the area students are living in. Both student dormitories as well as the USSH itself are in rather inexpensive areas.

Regularly updated information about the cost of living in Hanoi can be found on Expatistan or Numbeo. Both include detailed lists of regular goods and services.

7.3. Visas

USSH will be in charge of arranging visa and students will receive a visa permit at the Immigration Department in the Noi Bai airport. The fee for a 6-month visa is of US\$155.

7.4. Useful links

University

[Website of the University of Social Sciences and Humanities \(Vietnamese\)](#)

[Website of the University of Social Sciences and Humanities \(English\)](#)

[Facebook page \(Vietnamese\)](#)

Address: 336 Nguyen Trai – Thanh Xuan – Ha Noi Email: contact@ussh.edu.vn