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| Community engagement is integrated across the response |
| Understand needs, capacities, and context |
| Carry out the assessment with transparency and respect for the community |
| Discuss response plans with communities and key stakeholders |
| Discuss and agree selection criteria and distribution processes with communities |
| Include community engagement activities and indicators in response plans and budgets |
| Regularly share information about the response with the community |
| Support community participation in making decisions about the response |
| Listen to community feedback and use it to guide the response |
| Include the community in the evaluation |

**Instructions for facilitators**

1. Print a copy of the minimum actions for emergencies above for each group
2. Cut the boxes into individual cards, with a full set for each group. Make sure they are not in order
3. Give each group a set of emergency minimum actions and ask them to decide at which stage of the response they should happen i.e., assessment, planning, implementation, or evaluation
4. PPT CEA in Emergencies has the answers and explores each action in more detail.