

Generic DDR workplan template

Tasks	Details	Required inputs	Responsible					Time frame
			Funding	Logistics Support	Staffing	Coordination / Supervision	Implementation	
Institutions	Establish national framework							
	Provide financial/logistics support for national framework							
	Establishment of DDR planning cell in mission							
	Establish implementation framework							
	Provide financial/staffing/logistics support for implementation framework							
Finance	Establishment of Trust Fund							
	Financial Management of Trust Fund							
	Costing of the DDR programme							
	Resource Mobilization							
Training	Conduct training for those responsible for implementing DDR programme							
Information and Sensitization	Implement the Information and Sensitization Campaign:							
	For leaders of two parties							
	For veterans, mid-level commanders							
	For rank and file							
	For regular military							
	For militia							
	For community							
Voluntary	Establish a pre-DDR weapons policy/programme							

Surrender of Weapons	Procure and secure delivery of weapons destruction machines, storage containers, explosives for destruction of ammunition and explosives							
	Weapons Collection and Registration							
	Weapons Storage							
	Weapons Destruction							
	Weapons Disposal							
	Registration of Combatants							
	Support to combatants							
	Support to dependents of combatants							
	Security for combatants, dependents, community							
Disarmament	Identification of disarmament sites							
	Procure and secure delivery of weapons destruction machines, storage containers, explosives for destruction of ammunition and explosives							
	Establishment of disarmament sites							
	Establishment of weapons collection, storage, destruction and disposal facilities at disarmament sites							
	Transportation of weapons from disarmament sites to final disposal destination							
	Disarmament of Combatants							
	Registration of Weapons							
	Storage							
	Destruction							
	Disposal							
	Transportation of disarmed combatants to demobilization site							
Demobilization	Identification of sites							
	Identification of requirements for setting up of site							
	Procurement of equipment and cantonment sites requirements							
	Delivery of equipment and requirements							

	Physical establishment of cantonment sites							
	Hiring of Camp Management							
	Contracting of Service Providers to run camps							
	Provision of External Security for Cantonment Sites							
	Provision of Internal Security for Cantonment Sites							
	Reception and Registration of disarmed combatants							
	Establishment of management information system							
	Socio-economic profiling of combatants							
	Medical Screening of combatants							
	Implementation of demobilization programme for adult male combatants							
	Implementation of demobilization programme for adult female combatants							
	Implementation of demobilization programme for women and children associated with the fighting forces							
	Implementation of support programme for dependents							
	Payment of transition support allowance to dependents							
	Transportation of disarmed combatants to area of resettlement							
	Tracking of demobilized combatants							
	Establishment of interim care centres for child combatants							
	Implementation of demobilization programme for child combatants							
	Establishment of network of service center for disarmed							
	Service Providers to run demobilization programmes in service centers							
	Preparation of community for reception of returnees							
Reinsertion	Community based reconciliation programmes							
	Provision of information, counselling and referral services							
	Provision of food assistance							
	Distribution of reinsertion kits and/or transitional livelihood assistance packages							

	Implementation of temporary 'food for work' activities in areas of return							
	Rehabilitation of key infrastructures and basic services in areas of return							
	Identification and implementation of stop gap projects							
	Implementation of stop gap projects							
Economic Reintegration	Vocation training programmes							
	Creation of labour-intensive employment opportunities							
	Provision of information, referral and counselling services							
	Education programmes							
	Employment information and referral programmes							
	Agricultural assistance programmes							
	Micro enterprises support programmes							
	Support for economic reintegration of women demobilized							
Social Reintegration	Family Tracing for Children							
	Support for the integration of women into society							
	Sensitization, civic education and peace education							
Medical and Economic Rehabilitation	For disabled combatants							
Political Reintegration	Political Negotiations for the repatriation of foreign combatants							