

Registered Charity Number: 1183873

# **Humanitarian Operations CIO**

## **Trustee's Annual Report for the year ended 31 March 2021**

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## Objectives and Activities

### Purpose

Humanitarian Operations provides relief aid to people affected by natural and man-made disasters across the globe. Often, such events propagate a period of uncertainty and chaos for these people and can reduce or even sever access to crucial resources.

Our aim is to negate the catastrophic effects that occur during these disasters and conflicts. Humanitarian Operations does this by distributing essential supplies such as food, water, clothing, sanitary and personal hygiene products. These are necessities that become scarce in the face of a disaster or conflict, and they are the tools that allow survivors to regain normality and allow them to recover and rebuild.

The ultimate purpose of Humanitarian Operations is to focus and fulfil the needs of the individual amidst international crises and to assist them in their rehabilitation and reconciliation where possible.

When planning our work, our missions and setting our objectives, we have continuously considered the Charity Commission's general guidance on public benefit. We ensure that our activities are in line with our charitable objective so that we can best relieve the effects of weather based, chemical, biological and nuclear disasters in the affected regions that our operations are able to reach.

As the Coronavirus Pandemic became ever more entrenched in our daily lives with schools being closed or restricting student access, the development of our free education app has become more important than ever. We have completed the app engine which will allow us to develop lessons at a very rapid pace. Currently we have built and tested our reading and numeracy lessons with amazing results. Nursery children that had never seen the alphabet before learned the entire alphabet in a day and a half. We are now developing the language translation engine which will allow our lessons to be available for free in at least 167 languages.

### Activities

Humanitarian Operations' primary activities in providing humanitarian relief from environmental, chemical and or conflict disasters are categorised as follows:

#### Providing Humanitarian Aid

- Special committees tasked with assessing risks of disaster situations.
- Facilitation of evacuation and repatriation.
- The COVID-19 Food distribution project for the homeless: Delivery of food and water to the most deprived population of the UK who have been severely impacted by the COVID-19 crisis.

#### Providing Educational Support

- Continued in the creation of digital education tools for institutions, children and their parents who would not otherwise have access to positive and progressive education.
- Establishing a digital education app free of charge that will teach children foundational courses in sciences.

## Performance and Outreach

### Case studies

#### Overseas

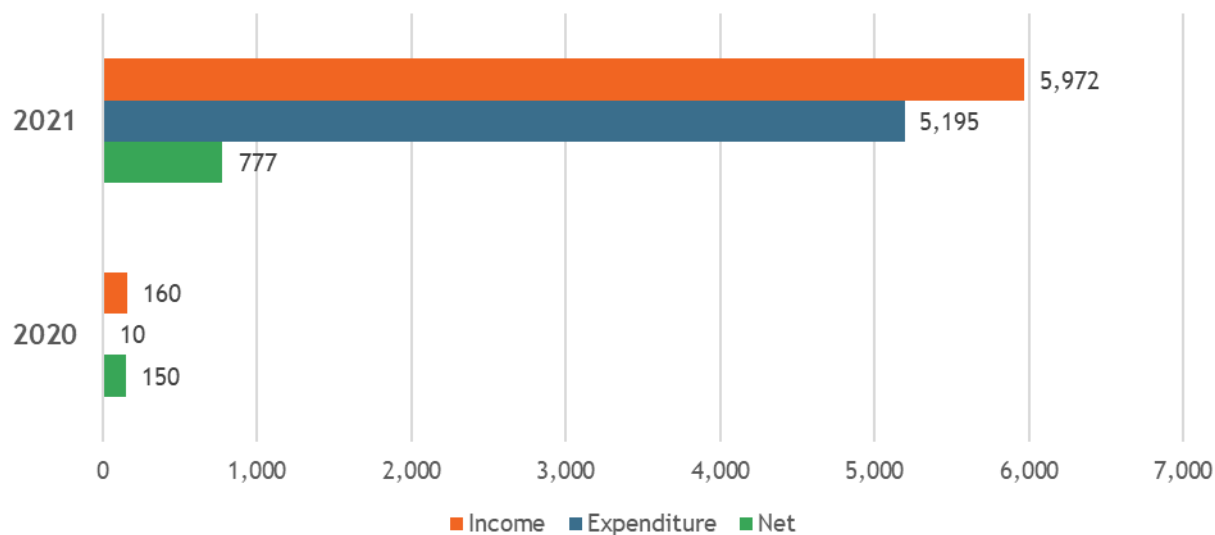
- Working with our Bahamian colleagues, teams were dispatched to Australia to assist with efforts to deal with the effects of the bush fires. Taking the experience gained running evacuation operations in the Caribbean prior hurricane impacts we were able to assist Australian families in successfully evacuating.
- As a result of our close involvement in bush fire-fighting, we are now in the process of developing a firefighter rescue unit capable of rescuing firefighters that become trapped and surrounded by the fire they are fighting.
- In Australia, the bush fire impact severely impacted the wildlife with many animals injured or left without viable habitats for survival. This was the first time that the Humanitarian Operations team became involved in large scale animal rescue.
- The Coronavirus Pandemic is not going away and it is our opinion that we must develop and maintain the necessary ability to assist victims that become trapped and unable to return home should nations again enter lockdown status or close their borders. Our assistance became vital to the many Australians that became trapped as a result of their border closure.
- During the course of the year Humanitarian Operations opened our Australian Unit, and New Zealand Unit. We also started work on a Balkans Unit. These teams work in the same way as our Chinese and Indian Units do assisting nationals with repatriation and evacuation as a result of the Coronavirus Pandemic.

#### COVID-19 Food Distribution

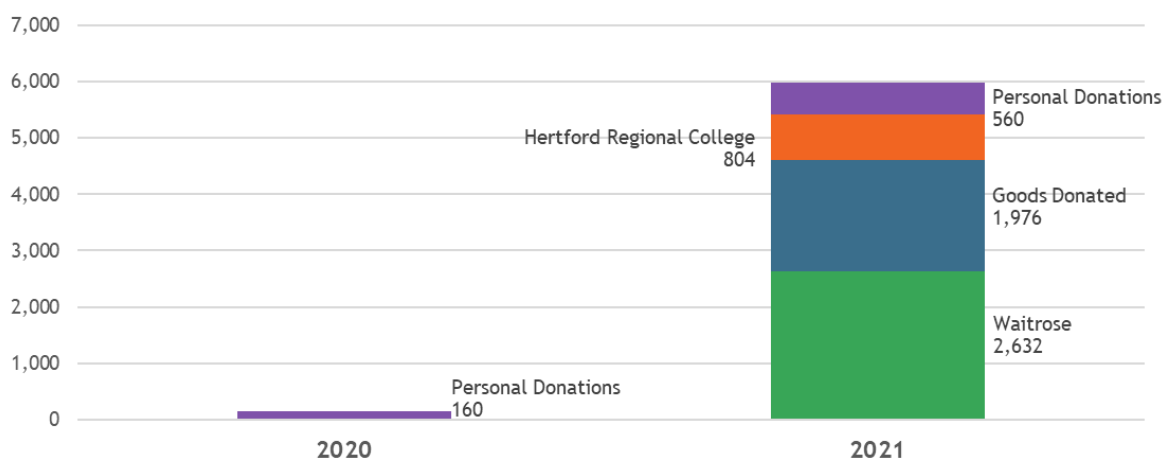
- We have been grateful to receive thousands of pounds worth of pledged donations from Waitrose to distribute food to the homeless around London.
- We focused on handing out food at London's train stations as these are considered hotspots for the homeless. We created a system of fair distribution, taking details from individuals to ensure that the food was shared equally and therefore our reach spread further. We recognise that society frequently dismisses and disenfranchises the homeless as pariahs.
- We also recognise that we may not have reached every homeless person in the city, and that the donation of food creates only a short-term impact to the lives of the homeless. Nevertheless, we hope that these small acts of kindness contributed somewhat to the long-term well-being of these individuals.

## Financial Review

For the financial year ended the charity had excess income over expenditure of £777 (2020: £150).

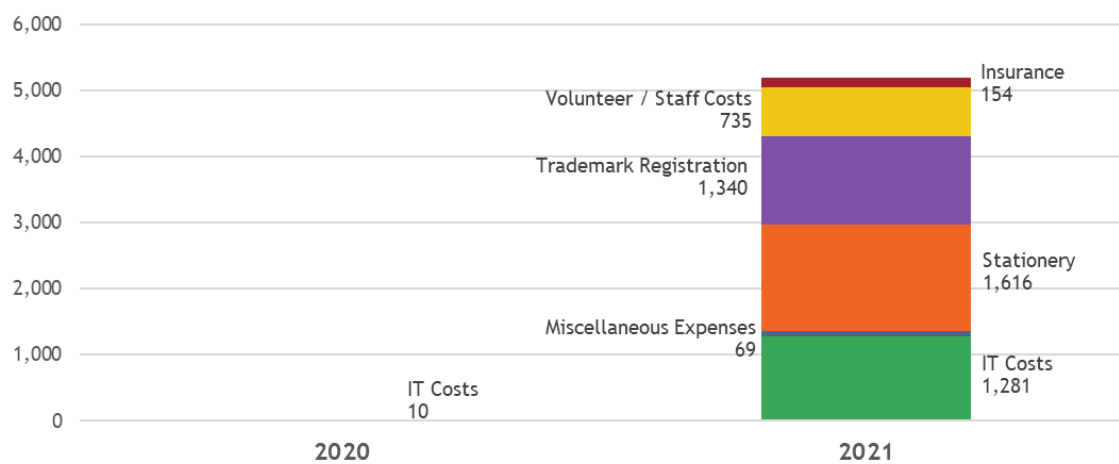


The income is received from many sources. The graph below shows the split of income for the 2 years for which the charity has operated (figures in £).



The premises from which the charity operates is generously donated by Halkin Management Ltd and the charity is operated by volunteers who receive no income or reimbursement of expenses.

The actual expenses incurred are for the relief operations and for the creation of the digital educational app, with the split the 2 years for which the charity has operated being below (figures in £)



### Reserves Policy

We currently have a policy to reserve 3 months' worth of ongoing expenses in advance to ensure the smooth running of the charity. Currently, we value our monthly ongoing expense at £150, hence the reserve total by the end of this financial period was £450. The reserves at the end of the Financial Period were £927, more than double the policy requirement.

## Plans for the Future

The plans for the future fall into 3 broad categories.

### Digital Education Projects

- Next year will see the global launch of our free learning App in over 167 languages.
- Incorporating survival skills in the App

### Continued Workshop Development

- Introduction: What not to do
- Survival Techniques
- Rescue and Working with Helicopters
- Working with Dogs & Swimming

### Overseas

- Our Bahamian colleagues have been undertaking survival training for school children throughout the Caribbean
- Opening Balkans Unit

## Structure Governance and Management

Humanitarian Operations is a non-governmental, non-political, non-religious organisation. The governing document is the Humanitarian Operations CIO Constitution adopted on 27 March 2019 and amended on 27 April 2020. Humanitarian Operations became recognised by the Charity Commission when it was registered as a Charitable Incorporated Organisation on 13 June 2019. Our Charity Commission registration number is 1183873.

### Principal Office

1 Paris Garden,  
London,  
UK,  
SE1 8ND

### Trustees

The trustees hold monthly board meetings to ensure the CIO is run appropriately. The trustees are responsible for making day-to-day management decisions. The charity trustees may delegate any of their powers or functions to a committee or committees, each of which has terms and conditions determined by the Trustees.

#### Current Trustees

- Darren Adler, appointed 9 June 2019
- Peter Comandulli, appointed 9 June 2019
- Mark Palmer, re-appointed 8 June 2021
- Karl Kelledy, appointed 15 June 2021

### Appointment of Trustees

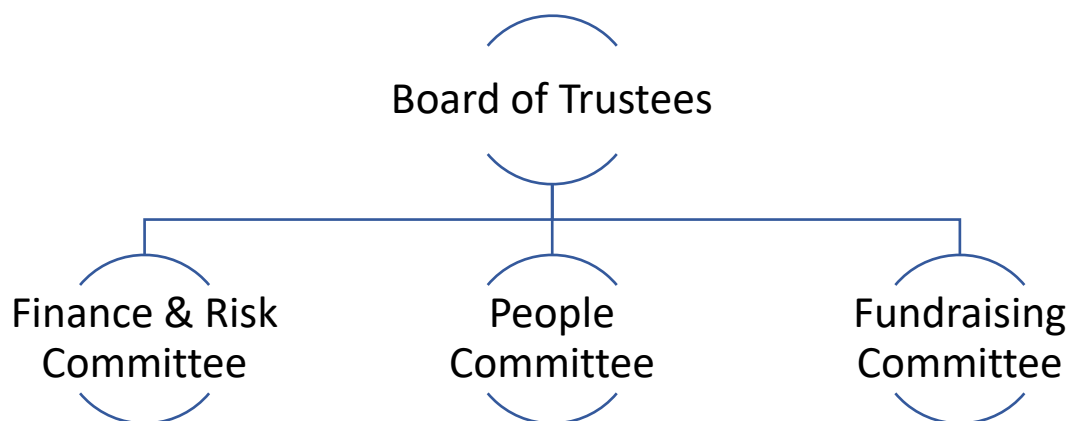
The trustees consider recruitment of new trustees as the need arises. Applications from suitable candidates would be sought by identifying their skills, knowledge and experience needed for the effective administration of the CIO. Newly appointed trustees will be provided with information on the activities, financing and management structure of Humanitarian Operations and will be referred to the Charity Commission guidance on public benefit and code of conduct trustees should follow. The following conditions must be met for the appointment of a new trustee:

- a. Every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.
- b. The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.



## Committees

During the year, work was continued on the governance structure of the charity. The present structure is shown below, this changing during the year.



Given the relative size of the charity the previous committees were either renamed or merged as follows:

- Financial Controls & Risk Committee was renamed Finance & Risk Committee
- Health & Safety Committee and Training & Development Committee have been merged into the People Committee
- Grants Committee was renamed Fundraising Committee
- Governance Committee's work was effectively that of the Board of Trustees and so the committee was cancelled.

## Anti-Corruption Policy

Humanitarian Operations is committed to training staff correctly and to enforcing an anti-bribery culture within the charity. We operate in countries that are considered to be at high risk of corruption, so our staff and volunteers are trained in how to effectively use our practices free from any corruption.

## Reference and administrative details

In the event the charity exceeds the audit threshold of gross income becomes more than £1 million (or more than £250,000 and with gross assets of more than £3.26 million) the trustees will arrange for their charity's accounts to be audited.

The following organisations have been kind enough to assist Humanitarian Operations where possible with legal, financial, and banking services.

#### Legal Services

CMS Cameron McKenna Nabarro Olswang  
LLP  
Cannon Place  
78 Cannon Street  
London  
EC4N 6AF

DLA Piper UK LLP  
160 Aldersgate Street  
London  
EC1A 4HT

Allen & Overy LLP  
One Bishops Square  
London  
E1 6AD

Mayer Brown  
201 Bishopsgate  
London  
EC2M 3AF

#### Financial Advisors

PricewaterhouseCoopers LLP  
1 Embankment Place  
London  
WC2N 6RH

Goldman Sachs  
25 Shoe Lane Holborn  
London  
EC4A 4AU

#### Bankers

Barclays  
1 Churchill Place  
Canary Wharf  
London  
E14 5HP

Halkin Management Ltd kindly provide office space for Humanitarian Operations free of charge.