Initial decision checklist

## Purpose of the tool

To help you understand whether CTP can be included in the initial emergency appeals, usually issued within hours after a major emergency or disaster.

## Who should use it?

A staff member with technical expertise and experience (generally a senior emergency cash or market specialist), who is able to gather the information needed and to make decisions regarding the immediate feasibility of CTP.

## What information is required?

* An immediate understanding of the context and the capacity of the organization and partners: this information should be available in the national CTP contingency plan, if one exists.
* An initial picture of the effects of the shock on the population and infrastructure: this information can be captured from initial bulletins, field visits and coordination meetings.

## What are the key questions to be answered?

The checklist below suggests a set of key questions that can help in deciding whether or not to implement CTP from the beginning. It can be complemented with other questions that you may consider relevant in your context.

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|  | **Key questions** | **Yes** | **No** |
| 1. | Can immediate needs be met through specific commodities and/or services? |  |  |
| 2. | Is CTP permitted by local government policies? |  |  |
| 3. | Is the economy monetized and are people used to handling money? |  |  |
| 4. | Are markets accessible and functioning after the shock? |  |  |
| 5. | Has the agency developed CTP contingency plans (internal/partners capacity and standard operating procedures (SOPs))? |  |  |
| 6. | Is there a system in place to implement a CTP with the necessary speed and at the intended scale? |  |  |
| 7. | Can risk associated with CTP be mitigated? |  |  |

## What decision can you make?

* Positive decision: If all questions have been answered affirmatively, you can consider implementing CTP from the beginning.
* Negative decision: If one or more questions have been answered negatively, don’t implement CTP immediately
* You may not have conclusive answers to the questions above and will need to advocate for the use of CTP based on subjective information. Consult with a wide range of stakeholders and provide documented evidence where possible to back up the Yes/No answers.

### Whatever your decision is, conduct an assessment and response analysis to confirm whether or not CTP is feasible and the best option for delivering aid after the first weeks.