

## 2. ADMINISTRATIVE FRAMEWORK

### 2.1 Administrative levels

Ethiopia has a well-established administrative and political structure at all levels:

Level	Capital	Depts represented	Notes
<b>CENTRAL</b>	Addis Ababa	All	
<b>REGIONAL</b>	eg Dessie	WPE, RRC, Administration, Drought Relief Committee, all Ministries	
<b>AWRAJA</b>	eg Haik in Ambassel	as regional	10-12 per region
<b>WOREDA</b>	eg Bistima in Were Babo	WPE, Administration, some Ministries, sometimes RRC	3 per awraja
<b>KEBELE</b>  or <b>GEBERE</b> <b>MAHABER</b>	in every town, identified by number  Farmers Association identified by number		

### 2.2 Information & planning

Keep all relevant authorities informed at all times of what you want to do and what you are doing. Not only because it is THEIR country, but because many Ethiopian offices and institutions have considerable information and expertise to put at your disposal.

DON'T bypass the authorities; to do so is at least careless, if not arrogant. You can save yourself a lot of groundwork by consulting them.

## 2.3 Drought relief structure

All work related to drought relief done by Ethiopian offices and institutions is officially coordinated by DROUGHT RELIEF COMMITTEES. These have been set up at every administrative level. They monitor implementation of guidelines sanctioned by the WORKERS' PARTY OF ETHIOPIA (WPE) representatives, who are also found at all levels, and are often keen to discuss drought relief with people working in their area.

## 2.4 Your own structure

Have at least an anchor-person, and preferably also an office and telephone, in Addis Ababa. Have the same representation in each region you work in, in order to keep in touch with the relevant authorities as well as to service your feeding programme.

## 2.5 Local liaison

Find the following local offices, whose representatives will want to meet you and can be of great help to you:-

- ADMINISTRATION
- DROUGHT RELIEF COMMITTEE  
- c/o WPE & Administration
- RELIEF & REHABILITATION COMMISSION (RRC)
- MINISTRY OF HEALTH (incl. local health centre staff)
- EWWCA: Ethiopian Water Works & Construction Agency  
- at regional level for rural supplies;  
or in towns for town supplies

Don't hesitate to contact the local offices of other relevant Ministries (eg. Min. Agriculture, Roads Authority etc.) They will also be pleased to help anyone with drought relief work.

## 2.6 NGO Liaison

During your preliminary enquiries, find out from the main NGO liaison group, C.R.D.A. (in Addis Ababa), which agencies are doing work similar to what you intend, and ask them about their experience.

Encourage all NGOs in your area to meet regularly so that you can exchange experiences, pool resources and raise any common problems jointly with the relevant authorities.

## **2.7 Security**

DON'T travel without asking at the regional Department of Immigration and Security whether you need a permit to get past the checkpoints. They are in charge, and responsible for your security; so obey their rules.

## **2.8 Calendars and time**

Ethiopians use the Julian calendar, in which the dates, months and years are all different to the international (Gregorian) calendar.

Furthermore, their timekeeping is 6 hours different. Eg 12 noon (lunchtime) is "six o'clock", so a 2 pm appointment after lunch would be at "eight o'clock".

Get a diary with both calendars on.

Always double-check that you have understood both the hour and the date of the appointments you make.