



PHOTO: NORWEGIAN RED CROSS



WEAPONS AND WAR Toolkit



EVEN WARS HAVE LIMITS

PURPOSE OF THE TOOLKIT

The impact of wars should end when the fighting stops. However, the dangers of war can linger long after a conflict has ended. Communities can be threatened by landmines, cluster munitions and other explosive remnants of war (ERW), which instill fear in communities and make ordinarily safe activities—playing outside or walking to the store—dangerous to do.

Together, these weapons prevent communities from returning to their homes and rebuilding their lives. But significant progress has been made to ban and clear these weapons and given the opportunity, communities can come together to build a resilient, mine free future.

The purpose of this toolkit is to help you get engaged on the issue of weapons and war and the impacts these weapons have on communities after a conflict has ended. It also gives you the basic knowledge you need to take action and work towards change

Learn. Be involved. Become a leader. Take our challenge.

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underlined words
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BUILD YOUR VOCABULARY section.

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Note: All photos in this toolkit are courtesy of the IFRC unless otherwise credited

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THE RED CROSS RED CRESCENT MOVEMENT

“Would it not be possible, in time of peace and quiet, to form relief societies for the purpose of having care given to the wounded in wartime by

**ZEALOUS,
DEVOTED,
AND
THOROUGHLY
QUALIFIED
VOLUNTEERS?”**



A Swiss businessman, Henry Dunant, asked this question in 1859 after witnessing suffering on an Italian battlefield. What he experienced would later lead him to create the Red Cross, which would become the largest and oldest humanitarian organization in the world.

The **International Committee of the Red Cross (ICRC)** was founded in 1863.

Three entities make up the Movement: the International Committee of the Red Cross (ICRC), the International Federation of Red Cross and Red Crescent Societies (the Federation) and the National Societies, such as the Canadian Red Cross. National Societies assist primarily in humanitarian issues within their country's borders.

Headquartered out of Geneva, Switzerland, the Federation focuses on disaster response and the health of vulnerable people. It also provides support to all National Societies.

The ICRC is also based in Geneva and provides humanitarian relief and assistance in times of conflict and crisis.

THE CANADIAN RED CROSS

The Canadian Red Cross was created and recognized in 1909. Today, the Canadian Red Cross offers programs such as:

Injury Prevention

The Canadian Red Cross Injury Prevention programs provide First Aid and Swimming and Water Safety training to equip people with the skills needed to make safe choices, prevent injuries and respond in emergency situations. They also provide public education and have campaigns to raise awareness and ensure that Canadians are aware of the risks associated with activities such as swimming and boating. First Aid programs include training for the workplace and other specialized workshops as well as programs for youth.

IHL Promotion

The Canadian Red Cross does a number of activities related to the promotion of international humanitarian law (IHL). Each year the Canadian Red Cross holds academic conferences and trainings on topics related to IHL. In schools, students learn about IHL through Exploring Humanitarian Law, a program that allows teachers to talk about how international law protects victims of armed conflict. Young people can also learn about IHL through toolkits, workshops and other events put on by local Red Cross offices.

International Operations

The Canadian Red Cross is engaged in both emergency response and long term development programs in countries around the world. Be it through primary health care programs and landmine education for people in countries experiencing internal conflict, trained Red Cross aid workers, water and sanitation projects or primary health care training, Canadian Red Cross International Operations provides a broad spectrum of support and relief.



SINCE
1909

THE



The Movement is guided by the following Fundamental Principles which guarantee the consistency of the Movement and its humanitarian work:

01

Humanity

Endeavours, in its international and national capacity, to prevent and alleviate human suffering wherever it may be found.

02

Impartiality

Makes no discrimination as to nationality, race, religious beliefs, class or political opinions.

03

Neutrality

May not take sides in hostilities or engage at any time in controversies of a political, racial, religious or ideological nature.

05

Voluntary service

Voluntary and not prompted in any manner by desire for gain.

04

Independence

Must always maintain their autonomy so that they may be able at all times to act in accordance with the principles of the Movement.

06

Unity

There can only be one Red Cross or Red Crescent Society in any one country. It must be open to all. It must carry on its humanitarian work throughout its territory.

07

Universality

All Societies have equal status and share equal responsibilities and duties in helping each other.

For more information please [click here](#)

HUMANITY

IMPARTIALITY

NEUTRALITY

INDEPENDENCE

VOLUNTARY SERVICE

UNITY

UNIVERSALITY

THE LANDMINE EPIDEMIC

Anti-personnel landmines are explosives that are typically placed on or near the ground and are designed to be activated by their victim through contact, proximity or presence. It is estimated that globally, there are between 24–100 million landmines in the ground. The number of landmines used over the years is uncertain, but even the speculation of existing landmines is enough to cause havoc in a community.¹

Quick Facts

- Mines cannot differentiate between the footsteps of a child and those of a soldier.
- Landmines continue to take lives long after the end of an armed conflict. For example, in Russia, landmines from World War II continue to injure and kill civilians.²
- Landmines are inhumane weapons and cause excessive harm. Mine injuries maim victims for life and require two to six times more blood transfusions during surgery than other war injuries due to the need for amputations and multiple surgeries.³
- Landmines can hinder a country's development and cause a variety of medical, social and economic issues.



TYPES OF LANDMINES

There are two main categories of landmines: anti-personnel (AP) and anti-vehicle. AP mines are banned under current international law. Anti-vehicle mines are not banned because the weight of a human being is not enough to detonate this type of mine.



Common types of AP mines:

Blast Mine

Typically planted into the ground, blast mines are activated by direct pressure and will explode upwards either killing their victim or destroying their legs. These mines vary greatly in size and power.

Stake Mine

These mines are planted above ground on a stake and are activated by tripwires. They can also be placed under the ground's surface and be activated by pressure. This mine is common in areas with thick vegetation such as in Cambodia.

Directional Fragmentation Mine

These mines resemble small boxes and are typically placed on the ground against the trunk of a tree. Once activated by a tripwire, shrapnel is expelled towards the victim.

Bounding Fragmentation Mine

Bounding mines are planted into the ground. Once activated, a charge propels it to eye level, where it explodes. The expelled shrapnel often kills the person who activated the mine and can severely injure other individuals in the vicinity.

Butterfly Mine

With a brightly coloured plastic casing and a curved shape, butterfly mines can be scattered from the air or by ground forces. They spiral through the air and land without detonating. Due to their attractive colour and shape, children often mistake them for toys and are injured or killed after picking one up.

70 – 85 PERCENT of mine victims are civilians.⁴

Over **160 MILLION** landmines are stored in stockpiles.⁵

A single mine costs between **\$3** to **\$75** to produce.⁶

It costs between **\$300** to **\$1000** to remove a single mine.⁷

As of August 2011, **72 STATES** were confirmed or suspected to be mine affected.

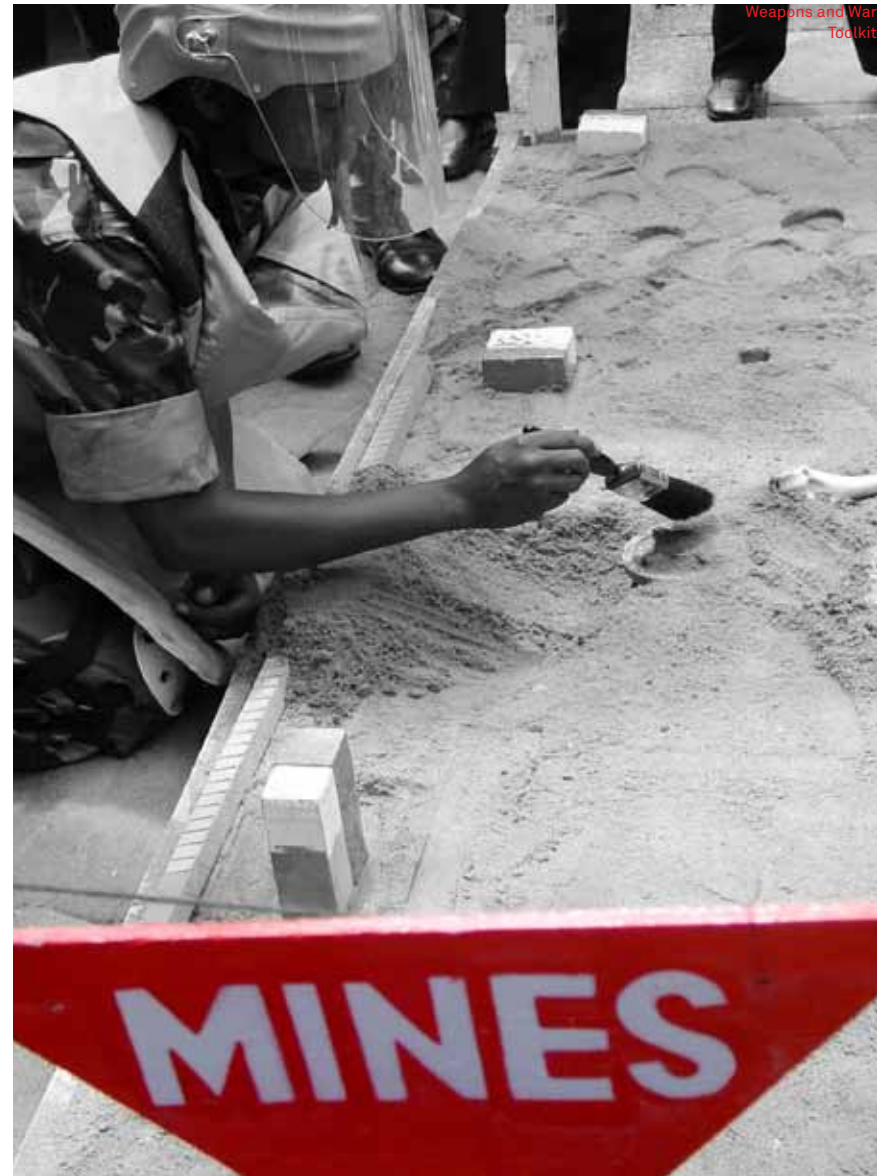
Some of the worst affected countries include:

**AFGHANISTAN, ANGOLA, CAMBODIA, CHAD,
CROATIA, HERZEGOVINA, IRAN, IRAQ,
MOROCCO, SRI LANKA, THAILAND, TURKEY,
and ZIMBABWE.**⁸

EXPLOSIVE REMNANTS OF WAR

Explosive Remnants of War (ERW) are unexploded or abandoned munitions such as bombs, shells, rockets, missiles and grenades.

ERW have been a by-product of nearly every armed conflict in modern times. In 2010, at least 23 states were confirmed to be affected by ERW including Afghanistan, Cambodia, and Vietnam.⁹



Poland is another country that is still affected by ERW. Between 1944 and 1989, ERW claimed the lives of more than 4,000 Poles, while injuring over 8,000.¹⁰ But as of 2007, reports have indicated that hundreds of thousands of ERW from World War II continue to be cleared yearly in Poland.¹¹

In Laos, between 9 and 27 million unexploded submunitions continue to remain in the country as of 2007, even though hostilities ended in 1975. These ERW have killed and injured around 11,000 people, over 30 percent being children.¹²

CLUSTER MUNITIONS

Cluster munitions have been a persistent problem for decades due to their failure rates and inaccuracy.

A cluster munition is a metal canister which contains dozens to hundreds of small submunitions or “bomblets” that are designed to explode on impact or after a timed delay. However, a significant number of bomblets fail to explode as intended due to trees, sand banks, soft ground and other environmental factors.

Although some cluster munitions are said to have a failure rate of less than 10 per cent in testing, it has been estimated that most cluster munitions fail to explode between 10 to 40 per cent of the time in actual use.¹³

These Explosive Remnants of War (ERW) remain on or under the ground and in plants, and are often highly sensitive. Like landmines, these remnants of conflict are indiscriminate in their timing and choice of victim. Although they are not intended to act like landmines, such ERW pose a threat similar to landmines and often have the same devastating impacts.

Global Scope

- Since their introduction in World War II, cluster munitions have been used in at least 24 countries including Laos, Ethiopia, Eritrea, Afghanistan, Kosovo, Israel and Lebanon.
- More than 30 countries have produced over 210 different types of cluster munitions.
- In 2010, at least 87 countries stockpiled cluster munitions.¹⁶

Indiscriminate Effects on Civilians

In the 2006 conflict in Southern Lebanon, 60 per cent of the cluster munition drop sites were within 500 meters of residential centres.¹⁷

Since many cluster submunitions have parachutes, attractive colours or interesting shapes, they can attract curiosity. For example, in the year following the Kosovo conflict in 1999, compared to anti-personnel mines, casualties from cluster submunitions were nearly five times more likely to be children under the age of 14.¹⁸

Unfortunately, people sometimes knowingly handle cluster munitions because the scrap metal and explosives can be sold to become a source of income.



PHOTO: ICRC, MARKO KOKIC

Quick Facts

- Cluster munitions were designed to be used in warfare against military targets such as large groups of soldiers, armoured vehicles, and military infrastructure.
- Cluster munitions can be dropped from an aircraft or launched from the ground.
- Cluster munitions can disperse bomblets over an area as large as 30,000 square metres.¹⁴
- Cluster munitions may contain a few dozen to over 600 bomblets.¹⁵

“By 1968 the intensity of the bombings [of cluster munitions] was such that no organized life was possible in the villages.”

George Chapelier,
UN Advisor in Laos.
More than 30 years on, cluster munitions continue to impact people in Laos.¹⁹

“I used to have a lot of friends, especially when I was at school. But now they do not contact me or come to visit.”

Chhay Chhom, 13-year-old mine victim, Cambodia

“Hungry people cannot afford to be afraid.”

Teresa Chilombo, farmer on not allowing the fear of landmines stop her from tilling her field.

THE HUMAN IMPACT: WEAPONS THAT KEEP ON KILLING

Landmines, cluster munitions and other Explosive Remnants of War (ERW) do not only affect the people who are injured or killed by them, but they impact entire families and communities. The following examples illustrate a few of the many impacts of these dangerous remnants of war.

Medical Consequences

Landmine, cluster munition or other ERW survivors can suffer from a range of injuries which may include the amputation of one or more limbs, severe burns, blindness or deafness. Artificial limbs can cost anywhere from \$100 to \$3,000 USD. A growing child needs a new artificial limb every six months. In some areas, medical assistance is remote or unavailable and mine victims die before receiving medical care.

Social Consequences

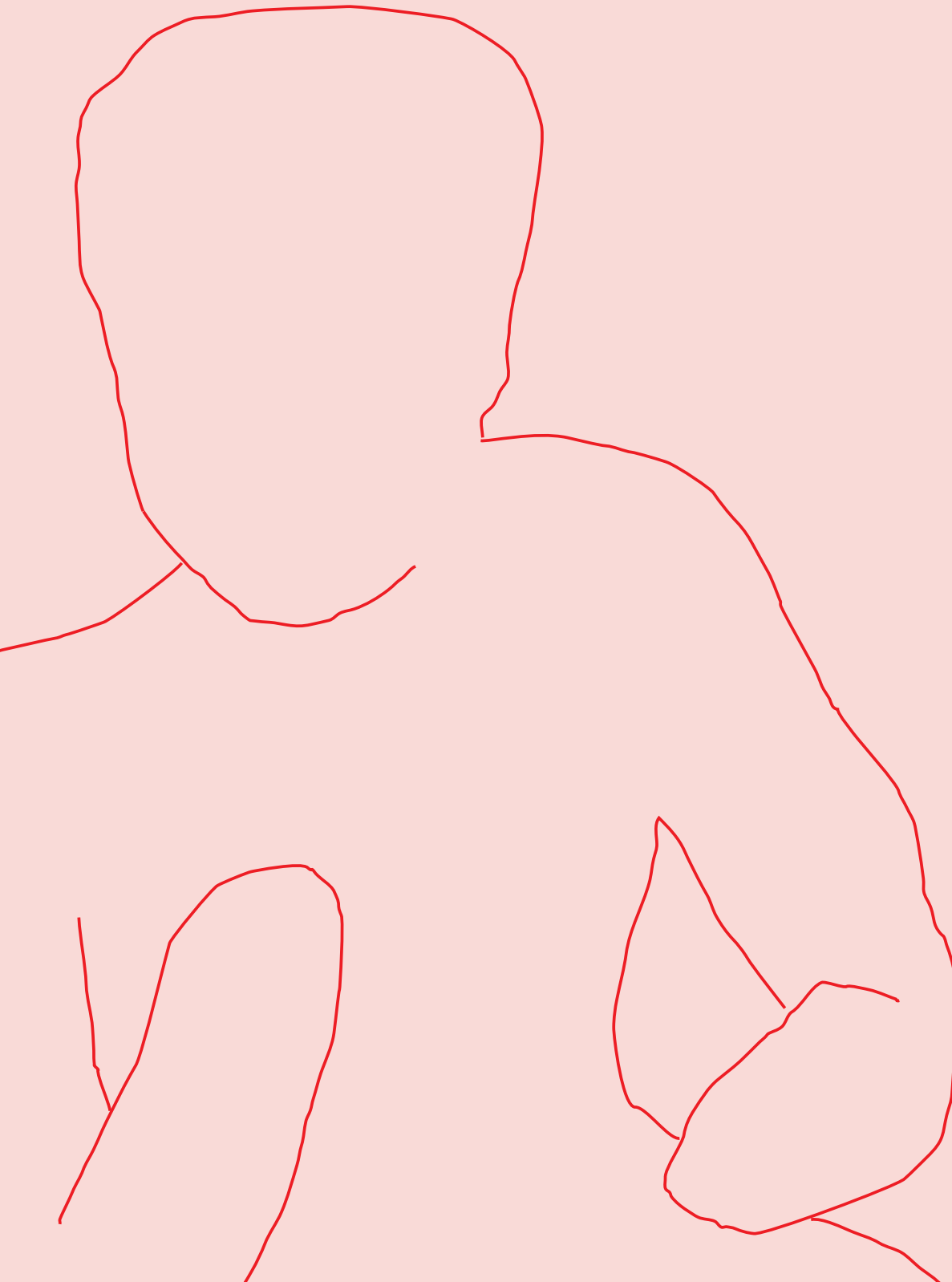
The consequences of landmines and ERW go well beyond the physical and can leave deep emotional scars. Frequently, the loss of a limb is accompanied by shame, loss of dignity and lowered self-esteem. Victims are often stigmatized in their communities because of their injuries and may face a lower quality of life.

Economic Consequences

Landmines, cluster munitions and ERW may stop people from farming and using their land for agriculture—which is often a crucial source of income in many countries. In addition, ERW reduces tourism and diverts government funds from other projects in order to pay for mine clearance or victim assistance.

It is important to note, that even in the face of great danger, many people still risk their lives tilling their fields and tending to their land.

What becomes clear from the above discussion is that ERW prevent people from carrying out normal activities and from rebuilding their lives after a conflict.



“I can hardly remember
anything except
a terrible boom.

My left hand was badly
injured and bleeding.
I once dreamed of being
a good wrestler,

**but now the
dream is over.”**

Giorgi, 17-year-old from Georgia
lost his arm after encountering
an unexploded leftover of war.

A FOUR STEP SOLUTION

To address this global problem, victims must receive assistance, land must be cleared and the impact on civilians must be minimized.

In response to this, a number of legal instruments were put in place. In December 1997, the [Ottawa Treaty](#) was established, banning anti-personnel (AP) landmines, and in December 2008, the Cluster Munitions Treaty was put in place prohibiting the use of cluster munitions. Furthermore, in 2003 the [Protocol](#) on Explosive Remnants of War (ERW) was established to address consequences of ERW.

THESE INSTRUMENTS SET OUT FOUR CRITICAL AREAS OF ACTION TO ALLEVIATE THE SUFFERING CAUSED BY THESE WEAPONS.



The next section examines each of the treaties in more detail.

TREATIES

The Ottawa Treaty.

The Ottawa Treaty, otherwise known as the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on their Destruction, came into being on December 3rd, 1997 with 123 state signatories.

Talks to create a treaty banning landmines began as early as 1992 with input from several actors including the International Red Cross and Red Crescent Movement, the International Campaign to Ban Landmines (ICBL), like-minded governments and ordinary citizens who felt the suffering endured by landmine victims all over the world needed to end. However, even upon the formation of the treaty, a significant number of states did not agree with a ban or believe that it could be successful, since the weapon was being widely used in conflicts all around the world.

Over three-quarters of the world's countries are party to the Ottawa Treaty, making it the fastest growing treaty in history, with 159 countries that are member states.²¹ A significant number of states have stopped producing anti-personnel (AP) mines but as of 2010, 12 countries still produce or reserve this right.^{22, 23}

Under the Ottawa Treaty, countries are required to stop producing AP landmines and must destroy all their stockpiles within a specific time period. Countries may ask to keep a small amount of their landmines for the purpose of training their military or others in detection and demining.

To help ensure countries follow through with their commitments to ban and clear landmines and assist victims, the ICBL publishes the **Landmine Monitor Report** every year. This publication monitors the actions of each member state in relation to its landmine problem and reports on progress towards their clearance deadlines. For more information, visit the Landmine Monitor Report website at www.icbl.org/lm.



The Convention on Cluster Munitions

The Convention on Cluster Munitions was signed in Oslo on December 3, 2008 by over 100 governments. States who have signed the Convention commit themselves to prohibit the use, production, stockpiling and transfer of these weapons. They further agree to the clearance of areas contaminated with undetonated cluster munitions and to the provision of assistance for victims and their communities. On August 1, 2010, the Convention became binding international law with the ratification of 30 states.²⁴

The Protocol on Explosive Remnants of War (ERW)

This is the first international agreement to require the parties to an armed conflict

to clear ERW once the fighting is over. It was adopted by States party to the Convention on Certain Conventional Weapons (CCW) in 2003. 114 States are party to the CCW²⁵, while 76 States are party to the Protocol.²⁶ The Protocol provides a systematic framework to minimize the dangers posed to civilian populations by unexploded and abandoned ordnance. The protocol does not cover anti-personnel (AP) and anti-vehicle landmines, as these weapons are regulated by other international agreements.

Under the protocol, each party to an armed conflict has the following obligations:

A. During a conflict

- To record information on the explosive ordnance employed or abandoned by its armed forces.

B. After the end of active hostilities

- To clear ERW in the territory it controls.
- To provide technical, material or financial assistance to facilitate the removal of ERW resulting from its operations in areas it does not control.
- To share the information it has recorded on explosive ordnance used or abandoned by its armed forces with organizations engaged in clearance activities and carrying out programmes to alert civilians of the dangers of these devices.
- To protect humanitarian missions and organizations from the effects of ERW.

State parties that are in a position to do so are obliged to help ERW-affected countries reduce the threats posed by these weapons, provide assistance for the marking and clearance of ERW, offer risk education and care, and make rehabilitation and social and economic reintegration accessible to ERW victims.

The Protocol on ERW must be ratified and implemented by all countries as a matter of urgency in order to reduce the number of new victims each year.

Canada is party to this Protocol.²⁷

CLEARANCE

To make land safe, all mines, cluster munitions and other Explosive Remnants of War (ERW) must be detected, removed and destroyed. Clearance activities are also sometimes referred to as “demining” or “humanitarian demining.”

Clearance is essential to enable people to go back to living normal lives free from the fear of death or mutilation by weapons hidden in their fields, pastures, footpaths and playgrounds.

As land is cleared, it can be returned to productive use, feeding families and contributing to post-conflict reconstruction and economic development. Refugees and internally displaced persons can return home safely.

Clearance of state borders and former conflict front lines is also crucial in promoting security and building confidence between neighbouring countries.

Clearance Deadlines

Both the Ottawa Treaty and the Convention on Cluster Munitions indicate that each State party has a specific timeline from the date that they joined each of the agreements to clear all the mines in their

territory. Some countries that are heavily affected by landmines or lack immediate financial capability may ask for an extension beyond the determined time period. Countries that are experiencing financial difficulties may also seek clearance help from the international community.



PHOTO: NORWEGIAN RED CROSS

How does clearance work?

Clearance is a painstaking, resource-intensive process. Development of a national action plan typically begins with an overall assessment of the situation in the country. This is followed by a survey of contamination where dangerous areas are mapped in order to establish clearance priorities. Surveys usually rate each contaminated area according to its impact on the civilian population, with high-impact areas slated as priorities for clearance.

The International Committee of the Red Cross (ICRC) assists with clearance by helping to identify affected areas and the impact on communities. The organization does not conduct actual clearance activities.

Mine clearance operations take place using one or a combination of three main methods:

- Manual clearance using metal detectors and a prodder or excavator to uncover the explosive device.
- Manual demining with mine detection dogs (only used in mine clearance).
- Mechanical clearance using machines, though this method does not ensure all explosive devices are cleared.

When clearing a contaminated area, deminers address all types of ERW.²⁸ However, the clearance of cluster munitions has some unique challenges. For example:

- Cluster munitions might get caught in trees or get embedded below the ground, making it more difficult for a deminer to identify.
- Mine detection dogs cannot be used to detect cluster submunitions as the slightest touch of their nose can set off the munitions.
- The magnetic field of metal detectors may also set off the submunitions.
- Machines used for mechanical landmine clearance cannot be used because cluster submunitions can destroy the machines with their greater explosive force.

Mine Clearance Progress

- In 2003, Costa Rica became the first country to declare that it had completely cleared all anti-personnel (AP) mines from areas under its jurisdiction. Djibouti became the second country to do so in 2004. Both States have fulfilled their mine clearance obligations well in advance of their deadlines. By 2010, a total of 16 countries became mine-free.²⁹
- In 2010, over 255,000 AP landmines, 37,000 anti-vehicle mines and 2.2 million ERW were destroyed.³⁰

It is not possible to know with absolute certainty how many mined areas remain to be cleared worldwide. Even the fear of a mine or cluster munition can prevent people from tilling their fields and returning home. Many mine-affected State parties have made considerable progress in terms of surveying and identifying mined lands to be cleared, as well as implementing specific strategic mine clearance plans to meet treaty deadlines. However, there is still a significant lack of knowledge regarding the extent of the landmine epidemic.

RISK REDUCTION³¹

To reduce future mine incidents, all States party to the Ottawa Treaty, the Convention on Cluster Munitions and the Protocol on Explosive Remnants of War (ERW) must help raise awareness about the risks posed by landmines, cluster munitions and other ERW.

As clearance activities take time to complete, affected communities need to be educated about the danger of explosives in order to prevent accidents.



Developing risk-reduction strategies for people living in mine affected areas is a key part of this step. These strategies often include:

- Marking an affected area.
- Educating the public on:
 - what explosives look like.
 - what to do when an explosive is found.
 - the importance of respecting warning signs.

The ICRC delivers mine risk education directly to communities and

also provides financial and technical support to similar programs run by governments. These programs involve sharing information with demining groups, publicizing risk education messages and helping communities map out dangerous areas.

Specific programs are aimed at vulnerable groups such as children, teenagers and farmers. For example, safe

play areas have been developed in Croatia to provide children with an explosive-free environment to play in.

In situations where people need access to resources found in areas contaminated with explosives, the ICRC provides short-term supplies and solutions while working to have the area prioritized for clearance.

SURVIVOR ASSISTANCE³²

Survivors of landmine, cluster munitions or blasts from Explosive Remnants of War (ERW) must live with their injuries for the rest of their lives with serious social, psychological and economic implications.

Under the Ottawa Treaty, the Convention on Cluster Munitions and the Protocol on ERW, affected States and those able to provide support are legally obligated to help with the care, rehabilitation and other support of mine victims.



PHOTO: ICRC, MARKO KOKIC

What are the specific needs of mine victims?

- **Emergency and pre-hospital care:** This includes evacuation, first aid and transport to the hospital.
- **Hospital assistance:** This includes surgery and medical care. Mine survivors typically require amputations and multiple operations. Proper surgical intervention improves prospects for rehabilitation, yet relatively few surgeons are familiar with amputation techniques appropriate for mine injuries.
- **Physical rehabilitation:** Orthopedic appliances help those who remain disabled to recover their mobility. Mine survivors require physical rehabilitation for the remainder of their lives. A ten year old child who steps on an anti-personnel (AP) mine may need up to 35 prostheses in his or her lifetime.

- **Socio-economic reintegration:** The psychological trauma and loss of self-esteem of mine survivors can be eased through family support, community acceptance and employment, which restore a person's feeling of productivity and dignity. Mine survivors consistently say that their top priority is to become productive community members and contribute to supporting their families.

What does the ICRC do?

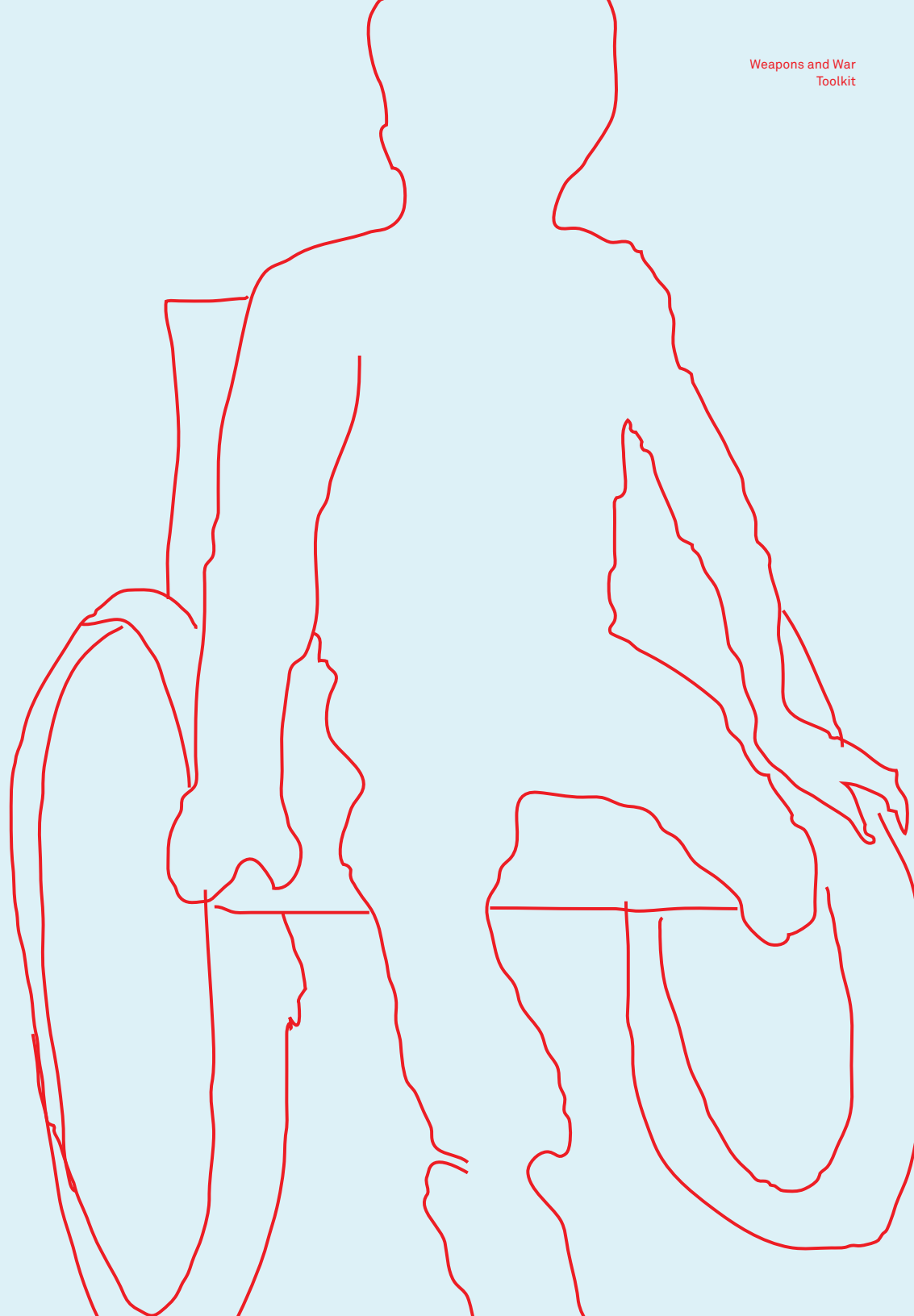
- **Pre-hospital care:** This involves providing training and material support to local first aid and ambulance services.
- **Hospital care:** In the past two decades, people working in hospitals supported or run by the ICRC have treated hundreds of thousands of people wounded as a result of armed conflict.

- **Physical rehabilitation:** The ICRC runs and supports physical rehabilitation centres, providing physiotherapy and the fitting of orthopedic appliances. As of 2010, there were centres in 25 countries including in some of the world's most heavily mined areas. Many of these centres provide survivors with prostheses and ongoing care. Mine survivors are often employed as prosthesis technicians or physiotherapists. In Afghanistan, one of the most heavily mined countries in the world, approximately 40,000 people required prostheses in the span of two decades.
- **Microcredit loan program:** To assist mine survivors' economic recovery and prevent those living in mine-affected areas from engaging in hazardous activities such as selling ERW, the ICRC and other Red Cross Red Crescent National Societies run microcredit loan programs. When survivors and those living in mined areas apply for an interest-free loan, they are interviewed to determine the feasibility of their project and provided with advice to increase the success of the loan. Once the loan is granted, it must be refunded within 18 months. As of 2008, more than 5,000 loans have been provided to those in need.

“Such opportunities
to prevent
**untold
human
suffering**
do not occur often.”

Jakob Kellenberger, President of the
International Committee of the Red Cross,
on the need for a treaty
banning cluster munitions.

October, 2007



TAKING ACTION

When the process to ban landmines began in 1997, landmines claimed a victim every 22 minutes. Now, the casualty rate has been significantly reduced. However, there is still more work to be done to ensure that people can live safe and healthy lives free of danger from mines, cluster munitions and the Explosive Remnants of War (ERW).

You can play a role in building a barrier-free world. In this section, you will find examples of events you can plan to raise funds and awareness on landmines and cluster munitions. There are many ways to take action.

We've broken down actions into two categories:

- Fundraising
- Raising Awareness



PHOTO: ICRC

Weapons and War Toolkit

! THERE ARE MANY WAYS TO TAKE ACTION.

Here are a few tips and ideas on organizing successful events.

1

SET THE GOALS

The idea of this stage is to form a general direction of the event. You can go down to specifics later.

- a. What is the purpose of the event? What do you want to accomplish?
 - e.g. Fundraise? Raise awareness? Team building?
- b. What type of event will you have?
 - e.g. If you want to do a fundraiser, there are several options: benefit concert, movie showing, etc.
- c. What is your goal?
 - number of attendees, funds raised, etc.
- d. What can you imagine people who attend doing and talking about afterwards?

2

PLAN THE DETAILS

Now it's time to think about little details. Break your goals down to achievable objectives so you can get to work. Once it's all laid out, be sure to divide up your tasks.

- a. Logistics
 - When and where will it happen?
 - For how many people?
 - Special equipment : sound equipment? Lighting?
 - Will you have food or entertainment?
 - What is the budget?
- b. Resources
 - What do you already have?
 - Does anyone have a good relationship with a local restaurant that can donate? Can anyone help transport the sound equipment?
 - What will you need?
- c. Timeline
 - Assign specific tasks to individuals.
 - Personal timeline: Develop deadlines for each task.
 - Group timeline: When will you meet to finalize each part of the project?
 - External timeline: Deadline for media and caterers.
- d. Advertise
 - Consistent theme: Catch phrase/image.
 - Use a variety of media: Websites, posters, e-mails...you name it!

3

IMPLEMENT

- a. Follow your timeline and be flexible to your current situation.
- b. Confirm all bookings and guests a week before.
- c. Arrive early and make sure you have a Plan B.
- d. Make sure everyone has a copy of the plan and knows what their tasks are.
- e. Have a clean-up plan.

4

EVALUATE

- a. Will you be having participant evaluations?
- b. Team debriefing.
- c. Thank all volunteers and sponsors.
- d. Document your recommendations.



Planning a big event such as a community fair or a benefit concert may seem like a very daunting task. By breaking the big task down into smaller pieces, it becomes a manageable challenge.

SAMPLE EVENT TIMELINE

When	What	Who
6 weeks before	<ul style="list-style-type: none"> • Create your goals and objectives. • Brainstorm possible events that would achieve your goal. • Establish any partnerships with other groups/ organizations that may help. • Assess what you will need and what you have (supplies, people-power, promotion, etc.). • Make a list of businesses you want to approach for donations, services or anything else. • Check in with your team. 	
5 weeks before	<ul style="list-style-type: none"> • Approach businesses for donations. • Prepare promotional materials and develop a promotional plan. • Recruit volunteers that will be required. • Recruit any guest speakers you want to have. • Research and book a venue for the event. • Book any other services or supplies that you will need (sound equipment, outdoor tent, etc.) • Contact media to invite them to the event, or write an article yourself for publication. • Check in with your team. 	
4 weeks before	<ul style="list-style-type: none"> • Send out promotional materials to target audience. • Develop a tentative agenda. • Purchase necessary materials. • Check in with your team. 	
3 weeks before	<ul style="list-style-type: none"> • Assign volunteer tasks and roles for event-day. • Train volunteers. • Continue promotion. • Check in with your team. 	
2 weeks before	<ul style="list-style-type: none"> • Confirm agenda. • Check in with all guest speakers, external matters (venue, rentals). • Continue promotion. • Check in with your team. 	
1 week before	<ul style="list-style-type: none"> • Address any last minute details that have been forgotten. • Continue promotion and remind any media contacts. • Check in with your team. 	
Week of event	<ul style="list-style-type: none"> • Make sure everyone knows their roles, communicates with one another, and is prepared. • Continuously check in with your team. 	
Week after event	<ul style="list-style-type: none"> • Send thank you notes to volunteers, sponsors or anyone who helped. • Follow up with participants to get feedback. • Write up recommendations for next time. • Feel good and proud: celebrate! 	

PROJECT PLANNING SHEET

GOAL: What do I hope to achieve? (This can be a broader statement.)		
OBJECTIVES/VISION:		
Why? Reason(s) for people to come to the event		
Who? Audience		
What? Specific goals like \$ raised		
Where? Venue		
When?		
RESOURCES THAT I HAVE		
Self qualities, skills		
Community		
Materials		
RESOURCES THAT I NEED		
Self qualities, skills		
Community		
Materials		
TO-DO LIST		
Promotions	Logistics	Post Event
GOAL SUMMARY		
I am going to [insert summary of objectives] with the help of [insert main resources] by [insert summary of to-do list]. I am ready to take action!		

FUNDRAISING

As seen in the **Four Step Solution**, funds are always needed in the areas of landmine clearance, mine risk education and survivor assistance.

The fundamentals of good fundraising are not complicated, and with commitment and energy, you can be very successful.

Set your goals

- Make sure you have clearly defined goals that everyone involved feels are achievable.
- It is never a bad idea to start small and then go big later.

Plan ahead

- Making sure preparations (creating advertisements etc.) are made well in advance will reduce stress and increase your chances for success.

Appear Professional

- This will increase your credibility, your message and your donations.

Provide information about your cause

- People like to support a cause that they can understand and relate to.
- Make sure all volunteers are well trained to answer questions from the public and the media.

Look for support

- Approach the staff at your school, members of your community, businesses, even local politicians to find out how they may be able to help you.
- Remember to secure permission for your activity from whomever you think it may concern.

Timing

- Schedule your fundraisers with enough time between each other so they do not become repetitive and easily ignored.
- Avoid holding a fundraiser near the time of another group's event, especially if they involve similar activities.

Cost

- Keep costs to a minimum. The more money you spend on your event, the less you can donate.
- Attempt to get donations as much as possible (for venues, food, speakers etc.)

Learn from the experience

- Even if the event is not as successful as you had hoped, stay positive; use what worked and change what did not.

Provide a call to action

- Remember to include an action for people to take, such as a website with more information, or a place where they can make a donation.



You can learn more skills and perspectives to help you in organizing events through the Canadian Red Cross Youth TAP (Training - Action - Power) workshops such as:

- Events 101: Planning for Success
- Using the Media: Getting Your Voice Heard
- Working Effectively in Groups: Building Real Consensus



Contact your local Canadian Red Cross to gain access to these workshops.

ICRC* SPECIAL FUND FOR THE DISABLED (SFD)

Created in 1983, the ICRC Special Fund for the Disabled supports physical rehabilitation services for persons with physical disabilities in low-income countries. The fund's primary aim is to ensure wide access to quality patient services, while supporting the long term functioning of physical rehabilitation centres.

* International Committee
of the Red Cross



SFD MAIN ACTIVITIES

Working with the ICRC, the fund:



works to provide timely fittings of high-standard orthopedic devices (artificial limbs) and other mobility aids (wheelchairs, crutches, walkers, etc).



assists centres in 32 countries with material and financial support and conducts missions to provide various forms of assistance such as technical support and monitoring.



organizes internationally recognized training courses and seminars and sponsors scholarships for students at regional schools.

The Fund operates mainly out of three regional bases in Ethiopia (for Africa), in Vietnam (for Asia) and in Nicaragua (for Latin America). The project in Tajikistan is supervised with technical support from the regions.

Recent Activity

- ✓ In 2010, the ICRC's Special Fund for the Disabled contributed to the physical rehabilitation of close to **15,000** people worldwide.
- ✓ It fitted **18,000** orthopedic devices and thousands of other mobility aids.
- ✓ It assisted **64** centres in **32** countries with material and financial support.
- ✓ It organized some **12** training courses and seminars benefiting **80** participants and sponsored scholarships for **21** students at regional schools.
- ✓ It conducted close to **80** missions for technical support, monitoring and contacts with government authorities.

The SFD relies exclusively on voluntary contributions to cover the costs incurred both in the field and at its headquarters.

To learn more about the **ICRC Special Fund for the Disabled** and for news and stories, please visit the SFD's website at:

http://www.icrc.org/WEB/DOC/sitesfd0.nsf/htmlall/sfd_home

FUNDRAISING IDEAS

Canadian Landmine Action Week (CLAW) is a campaign which unites groups across Canada in the fight against the global landmine epidemic. Generally, this campaign takes place around the last week of February to the first week of March.³³

CLAW is the opportunity to reinforce Canadian commitment to the human security of people around the world through events educating our communities and raising funds for mine action. However, any day, is a great day to take action on landmine, cluster munition and ERW issues.

Here are four examples of fundraisers you can run to promote awareness and raise funds. When fundraising as a part of a campaign, it is often helpful to somehow tie in your fundraisers to your campaign message. This gives your audience more reasons to support your events as they are able to see how their money is helping solve the problem.

BE CREATIVE!

1

Leg Strike

Have you ever imagined what it would be like to live without your right arm or one of your legs? The “Leg Strike” fundraiser is a great way to raise money while experiencing the impact of landmines, cluster munitions and ERW on people’s lives.

To get started, have a group of people sign up to join the leg strike and publicize a date when they will give up the use of an arm or a leg. The “strikers” will collect pledges to support their act.

You may want to borrow crutches or put people’s arms in slings. This is not only a great way to raise money, but will also send a visual message to illustrate the impact of landmines and cluster munitions on people. Prepare brief fact sheets on landmines and/or cluster munitions/ERW to hand out to anyone who asks about the “injury.”

2

Clear a Cluster Munition Poster

This awareness activity offers a visual illustration of how landmines and unexploded cluster munitions can deeply impact a community. Get a large sheet of white poster paper and paint a map of a village—either imaginary or of your own town. After finishing your map, hang it up and tape red paper circles on various areas in the village. Place some in the farmer’s field, around the school, in the market, etc.

To raise money invite students, parents and teachers to make a donation to remove a red circle. Make a goal to have all of them removed by the end of the week. Through this activity, people see how these remnants of war can have a devastating impact on people’s daily lives.

3

Minesweeper Tournament

Host a tournament where contestants test their skills on the computer game Minesweeper. One way of running the tournament is to have all contestants play at once and declare the first person to completely demine their playing field the winner. Another method is to use the ladder system, where contestants are paired off and play against each other and the winner moves on to face another contestant who has also won the previous step. Make sure to obtain permission from school administration to use the computer room that has access to Minesweeper. Charge an entrance fee for all participants and award a prize to the winner.

!

It is important to note that when doing these activities, you should be mindful of students in your school who have disabilities or who may have experience with others who are disabled.

The objective of these activities is to raise awareness on the impact of landmines and cluster munitions, and the disabilities that may result from these weapons of war. In order to be sensitive to all students, you should be clear on what your objective is and provide context: you are specifically talking about disabilities resulting from weapons of war and are not making a general comment on disabilities or any judgement on those who are disabled. The focus is on the consequences of landmines and cluster munitions and their impacts on civilians.

ACTIVITIES TO RAISE AWARENESS

In Canada, we are fortunate to be free from the constant menace of landmines and cluster munitions. However, this can also mean that people may not be able to relate to or understand these issues. We can help others understand these issues by raising awareness, making it possible for action to follow. Once people understand an issue, they are much more likely to support the cause.



Here are some ideas to help generate awareness in your school or community.

1

Pick-Me-Up

“Pick-Me-Ups” are great tools for raising awareness. Scatter brightly coloured disks with “Pick-Me-Up” written on it in a hallway to show people how commonplace landmines are in affected areas. You may wish to customize your “Pick-Me-Ups” and put landmine statistics, an advertisement for your landmine fundraiser, a landmine quiz or even a raffle ticket on the backside of your “Pick-Me-Up.”

Cluster Munition Pick-Me-Ups

Some types of cluster munitions are bright yellow while others are circular and are attractive to children.

Wrap pop cans with yellow paper to make cluster munition models. Place them around your school or use them in a display to draw attention to your campaign. On the bottom of each can, have a short note that explains the danger of handling cluster munition. Here is a sample:

In Kosovo, picking up an unfamiliar bright yellow cylinder like this one could cost you your life. Cluster munitions are weapons that open in mid-air and deliver hundreds of “bomblets” over vast areas. Many of these bomblets fail to detonate on impact, but can still explode at any time.

2

Movie Night

Host a movie screening in your school theatre or a local community centre. Make sure your movie or documentary is related to landmines, cluster munitions or ERW. You can also tie in a variety of other awareness events and fundraisers to your movie night. You may wish to charge for tickets or simply pass around a bucket for donation collection. Note that you should seek permission from the film’s makers (i.e. the director or distributor) if you do want to use it in a public showing. This is particularly important if you want to use it as a fundraiser as there may be particular rules on charging for public showings.

You may also want to have a display table outside the room with more information about the consequences of weapons such as landmines and cluster munitions.

3

Class Presentations

In certain regions across the country, the Canadian Red Cross offers interactive global issues workshops in schools. If you would like us to come to your school to do a workshop on landmines and cluster munitions during CLAW or any other time, please contact your local Red Cross office, or visit www.redcross.ca.

The
impact of wars
should end when the
fighting stops.



VOCABULARY

Anti-Personnel Mine:

An explosive or material, normally encased, designed to wound, kill or otherwise incapacitate personnel. It may be detonated by the action of its victim, by the passage of time or by controlled means.³⁴

Anti-Vehicle Mines: An explosive designed to incapacitate or destroy vehicles containing a larger explosive charge than anti-personnel mines. They are commonly used on roads to prevent traffic.³⁵

Bomblets: A term used to describe types of submunitions especially those packed within cluster munitions. Bomblets are designed to explode on contact with the target or ground.³⁶

Civilians: Persons who are not combatants.

Clearance: Clearing an area of all landmines, explosive remnants of war and cluster munitions to a predefined standard of at least 99.6% of the agreed standard of mine clearance. The target for all UN sponsored clearance programmes is the removal of all mines and UXO to a depth of 200mm.³⁷

Cluster Munitions: Often called cluster bombs, these weapons are conventional munitions designed to disperse or release explosive submunitions each weighing less than 20 kilograms, and includes those explosive submunitions.³⁸

Convention: A formal and binding agreement between States party who have signed and ratified the convention. The generic term convention is synonymous with the generic term treaty. Conventions are normally open for participation by the international community as a whole or by a large number of States. Usually the instruments negotiated under the support of an international organization are called conventions³⁹ (e.g. the **Cluster Munitions Convention** was adopted in Dublin on May 30, 2008).

Deminer: An individual who clears mines.

Demining: A term used to describe all aspects of mine clearance.⁴⁰

Explosive Ordnance (EXO): Munitions that contain explosives that do not explode when they are employed but still pose a risk of detonation, potentially many decades after they were used or discarded. This includes bombs, artillery, mortar, small arms ammunition, mines, torpedoes, depth charges, demolition stores, pyrotechnics, cluster munitions and dispensers, cartridges and propelled actuated devices, electric explosive devices and similar items that are explosive in nature.⁴¹

Explosive Remnants of War (ERW): This term encompasses all unexploded artillery shells, hand grenades, mortars, cluster submunitions (bomblets), rockets and other explosive devices that remain after the end of an armed conflict. The presence of these weapons has serious consequences for civilians and their communities.⁴²

Indiscriminate Weapons: Weapons are considered indiscriminate when they cannot be directed at a specific military objective or the effect of which cannot be limited as required by International Humanitarian Law.⁴³

Internally Displaced Person (IDP): Someone who has fled their home but remains in their country of origin. An IDP may have fled home because of fear of persecution or human rights violations but, unlike refugees, they may also have fled because of a natural disaster.⁴⁴

Landmines: According to Article 2 of the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Antipersonnel Mines, a landmine is "designed to be exploded by the presence, proximity or contact of a person...that will incapacitate, injure or kill one or more persons." Landmines are usually buried in the ground, and it is important to keep in mind that these mines cannot distinguish between civilians or military personnel, children or adults.⁴⁵

Maim: To wound or injure a person so that part of the body is permanently damaged.⁴⁶

Mine: See landmine definition.

Mobility aids: Devices used to help those who are disabled or have an injury to walk or move from place to place. They include crutches, canes, walkers, wheelchairs and motorized scooters.⁴⁷

Non-state actor/party: A large category that includes nongovernmental organizations, multinational corporations, media, terrorist groups, warlords, insurgents, criminal organizations, religious groups, trade unions, universities, and Diaspora communities. Most types of non-state actors would be considered part of civil society.⁴⁸

Non-state armed group: A group that employs arms in the use of force to achieve political, ideological or economic objectives. Such groups are not within the formal military structures of States, State-alliances or intergovernmental organizations and are not under the control of the State(s) in which they operate.⁴⁹

Prosthesis: An artificial body part, such as a limb.⁵⁰

Protocol: This term is used for additional legal instruments that complement and add to treaties. A protocol may be on any topic relevant to the original treaty and is used either to further address something in the original treaty, address a new or emerging concern or add a procedure for the operation and enforcement of the treaty—such as adding an individual complaints procedure.⁵¹

Ratify/Ratification: An act by which a State signifies an agreement to be legally bound by the terms of a particular treaty. To ratify a treaty, the State first signs it and then fulfills its own national legislative requirements. This means that the appropriate national organ of the country—Parliament, Senate, the Crown, Head of State or Government, or a combination of these—follows domestic constitutional procedures and makes a formal decision to be a party to the treaty. The instrument of ratification, a formal sealed letter referring to the decision and signed by the State's responsible authority, is then prepared and deposited with the United Nations Secretary-General in New York.⁵²

Refugee: A person who is forced to flee from persecution. They must be outside of their country of origin and have a well founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group or political opinion.⁵³

Shrapnel: Fragments of a bomb, shell, or other object thrown out by an explosion.⁵⁴

State Party: A State Party to a treaty is a country that has ratified or acceded to that particular treaty and is, therefore, legally bound by the provisions in the instrument.⁵⁵

Submunition: A submunition is made up of bomblets that form part of a cluster munition or artillery shell payload.⁵⁶

Treaty: See **Convention** definition.

Unexploded Ordnance (UXO): Explosive ordnance which has been primed, fused, armed or otherwise prepared for use and that has remained unexploded either through malfunction or design or for any other cause.⁵⁷

Weapons Contamination: This term refers to the prevalence or availability of unexploded and abandoned weapons that failed to detonate and were left behind in a sensitive/dangerous state on the battlefield.⁵⁸

USEFUL LINKS

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International Campaign to Ban Landmines (ICBL)
www.icbl.org

Cluster Munitions Coalition (CMC)
www.stopclustermunitions.org

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www.minesactioncanada.org
www.minesactioncanada.org/tool_kit

Landmine Monitor
www.the-monitor.org/index.php
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www.canadianlandmine.org

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www.maginternational.org/

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www.mineaction.org

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www.handicap-international.org.uk
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