Nb. 175/s

Lebanese Republic

Ministry of Social Affairs

The Minister

Circular No. 4/ 2026 - Shock Responsive Safety Net (SRSN) Interim Guidance Memo

Subject: Interim Guidance on Shock Response Coordination and Operational Requirements for Implementing Partners Emergency Preparedness & Response Plan

Dear Partners,

Reference to circular # 3 issued by the Ministry of Social Affairs (MoSA) in the frame of the 2025 Lebanese Response Plan (LRP) dated 13 May 2025, and as this phase of response is approaching closure, the purpose of this memo is to provide guidance to partners willing to support groups affected by sudden shocks in the coming period (February 2026 – December 2026).

Key Messages:

(1) National Leadership in Shock Response

MoSA, unless definitively outlined otherwise by the Government of Lebanon (GoL) in specific and particular response situations, is the sole governmental entity mandated to lead, coordinate, and oversee any cash-based response aimed at supporting vulnerable individuals and households affected by sudden shocks of any nature such as natural disasters, armed conflict or infrastructure collapse among others. This leadership role ensures alignment with national social protection objectives, prevents duplication of efforts, and upholds equity, transparency, and accountability in the provision of emergency assistance.

Development of National Shock Response Protocols

Building on the operational foundations established under the Shock Responsive Social Safety Net (SRSN) Phase II, launched during the second half of 2025, MoSA is currently finalizing a set of Generic Shock Response Protocols. These protocols are designed to:

- Provide an immediately deployable operational framework that can be activated at the onset of any crisis.
- Ensure harmonized targeting approaches, standardized registration processes, and unified delivery mechanisms across all actors.
- Strengthen interoperability between national systems and partners systems.
- Reinforce a cohesive, ministry-led emergency response architecture, enabling efficient resource mobilization and coordinated action across the government, humanitarian and development ecosystem.

REPUBLIC OF LEBANON

MS

Once finalized, these protocols will serve as the overarching reference framework for all stakeholders engaged in emergency social assistance. MoSA will communicate them formally to partners, accompanied by orientation sessions and operational briefings.

(2) Interim Requirements for National and International Actors

Until the Generic Shock Response Protocols are finalized and officially adopted, all national and international organizations intending to provide support in the aftermath of a shock are required to adhere to the interim procedures established by MoSA.

These procedures aim to ensure:

- Full alignment with national priorities and systems,
- Avoidance of parallel structures,
- Preservation of beneficiary data integrity,
- Consistency of assistance amounts,
- Transparent reporting and coordination mechanisms,
- Improve efficient use of resources during emergencies.

Failure to comply with these procedures listed below risks fragmentation of the national response and may result in delays or restrictions on operational engagement.

Step	Description
CURRENT SHOCKS – Interim Protocol – Immediate Emergency Assistance	
IP	• At the onset of an emergency, MoSA activates the **Shock Responsive Safety Net (SRSN)** and informs partners officially. • MoSA has activated Shock Response Safety Nets for 4 current shocks: building collapse in Tripoli, floods in Akkar and Internally Displaced Persons (IDPs) newly affected by airstrikes. • **Partners willing to provide emergency assistance to households affected by these shocks must officially inform MoSA** (Central SRSN focal point). • **After informing MoSA, partners may provide immediate emergency assistance under a no regrets approach, as follows:** ○ **In-kind assistance:** partners may provide **one month** worth of assistance (renewable once upon MoSA's approval). ○ **Cash Assistance:** partners must share **lists of beneficiaries** (data may come from any source) with MoSA's SRSN central focal point **and wait for MoSA clearance (within 24 hours)** before distributing **one month worth of cash assistance** (renewable once upon MoSA's approval). For any type of assistance, partners: ○ Must share lists of beneficiaries with MoSA. Data may come from any source.

HS

	○ Must have or finalize a **Data Sharing Agreement (DSA)** with MoSA. ○ Must report back to MoSA on the status of this support (redeemed/not redeemed, etc.) • After immediate assistance, MoSA will review beneficiary lists and determine, within 30 days, whether households qualify for continued SRSN cash-assistance in line with the protocols below.
Future Shock – Final Tentative Protocol	
Milestone 1 – SRSN Activation & Parallel Registration of Newly Affected Population	
1	• At the onset of an emergency, MoSA activates the Shock Responsive Safety Net (**SRSN**) and informs partners officially. • MoSA decides whether to **expand existing safety nets** and/or **include newly affected households** through new registration and communicate to partners accordingly. • **Expansion of existing safety net:** ○ **MoSA may expand existing social safety nets**, leveraging existing data on households in affected areas to provide immediate assistance. • **Registration of new vulnerable families:** ○ **MoSA avails a unified, ready-to-use registration link for affected populations.** ○ The link uses a **standardized form**, applicable to all sudden shocks and all partners, containing the **minimum fields required to trigger cash assistance**. • **Registration form administration-** depending on the scale and type of shock, and based on MoSA's decision, the registration form may be administered by: ○ **MoSA Social Workers** and/or **DRM field workers** ○ **MoSA's partners' data collectors** (international, national governmental, and non-governmental actors) ○ **Self-registration by affected populations through a public linkregistration by affected populations through a public link**
Milestone 2 – Immediate Emergency Response & No Regrets Approach	
2	• During the registration period, partners may provide immediate emergency assistance under a no regrets approach, as follows: ○ **InKind assistance:** Partners may provide 1 month of immediate emergency assistance after informing MoSA (renewable once upon MoSA's approval). If affected households have not yet registered, partners are encouraged

MS

	to flag them to MoSA/DRM for registration. Partners are required to report back to MoSA on beneficiary distribution outcomes (*Reporting Template will be provided*). ○ **Cash Assistance:** MoSA **may avail to partners beneficiary list of newly registered households (unprocessed data)** for them to provide 1 month of immediate SRSN emergency assistance (renewable once upon MoSA's approval). Partners can proceed **only after MoSA provides this authorization**. Partners are required to report back to MoSA on the status of the support by beneficiary household (*Reporting Template will be provided*). MoSA may also share **lists of households identified through expanded safety nets**, as relevant. During this period, registration data is **not yet processed**, but it is available to partners who have signed **a DSA** with MoSA for immediate emergency response purposes.
Milestone 3 — Decision on Continued Inclusion into SRSN Cash Assistance	
3	For contined inclusion into SRSN Cash Assistance, MoSA decides whether to rely on the ready-to-use registration form or require additional visits. **Ready to Use Registration**: ○ MoSA may determine **no later than 30 days after the onset of a shock** that the **readytouse standardized registration form,** described under Milestone 1, is sufficient for households' inclusion into the SRSN for Cash Assistance. ○ MoSA will collaborate with partners to communicate **key programmatic decisions** (targeting, eligibility, entitlements, and length of assistance). ○ MoSA and partners may conduct **spot-checks on beneficiary lists on a sample basis** for verification and quality assurance purposes. • **Registration Triggering Visits:** ○ Alternatively, MoSA may determine that the readytouse form is **not sufficient** for subsequent inclusion into the SRSN for Cash Assistance. ○ In such cases, MoSA Social Workers and / or DRM filed workers will conduct **face-to-face household assessments** using the full SRSN questionnaire to determine eligibility **no later than 30 days after the onset of a shock**. ○ MoSA will collaborate with partners to communicate **key programmatic decisions** (targeting, eligibility, entitlements, and length of assistance). ○ MoSA and partners may conduct **spot-checks on the beneficiary list on a sample basis** for verification and quality assurance purposes.
Milestone 4 – Mapping of Assistance Plans	
4	• **Partners interested in providing support to affected households beyond the immediate noregrets response** are requested to complete an online form that will

MS

	be circulated by MoSA. • Partners must submit this form **within a maximum of 10 working days** from the date of receipt. Following submission, **MoSA will schedule coordination meetings** with relevant agencies **if any overlaps or duplication risks are identified**. • Depending on resources availability, MoSA may decide to set the number of partners involved in SRSN Cash Assistance.
Milestone 5 – Data Sharing Agreement – SRSN Cash Assistance	
5	• As a preparedness measure, and ahead of any shocks, partners wishing to assist shockaffected households with cash under the SRSN are required to sign or renew a Data Sharing Agreement (DSA) with MoSA. • A MoSA issued DSA template will be provided for this purpose.
Milestone 6 - Data Sharing Protocol	
6	Following the signature of the DSA, MoSA will coordinate with the relevant Unit at the Presidency of the Council of Ministers (PCM) to ensure the following: • PCM creates a folder, named after the Agency, within the folder of the "SRSN Project" on PCM's SharePoint – Folder Name **[Agency Name]**. • Two sub folders will be created as follows: **[Agency Name Distribution List]** and **[Agency Name Reporting]**. • PCM will upload the data into the Agency's dedicated folder. Following deduplication with AMAN and other relevant programmes as needed, each Agency will receive the respective caseload based on the geographic prioritization, adopted targeting methodology by MoSA and communicated number of HHs in the initial mapping form in milestone 5. • PCM will then send a notification email to the relevant focal point in MoSA [focal point to be added with the relevant email] that the data has been uploaded. • MoSA will then send a notification email to the Agency's nominated focal point that the requested data has been shared over SharePoint. The Agency will send a confirmation email to MoSA focal point upon the successful receipt of the data.
Milestone 7 - Reporting	
7	• At the end of every assistance month, the agency providing in kind and/or cash assistance reports back to MoSA on the final number of assisted households and the relevant assistance amount. The following steps need to be followed by the agency: • The agency will upload the entire list of HHs shared by MoSA on a monthly basis,

MS

	adding the status of assistance for each HH (assisted vs. non-assisted), the reasons of no-assistance (when applicable), and the corresponding amounts to its respective sub-folder on PCM's SharePoint. • The Agency will send a confirmation email to MoSA focal point [focal point to be added with the relevant email] to communicate that the data has been shared. MoSA will then send a notification email to the Agency's nominated focal point that the data has been received.

(3) Effective Date and Compliance

For SRSN Cash assistance, the generic transfer amount should be **USD 20** per each household member capped at **5 members** per household, and **USD 45** at the level of the household, in alignment with the maximum transfer value provided under the AMAN programme. Depending on the type of shocks, MoSA may determine different transfer values as relevant.

This memo supersedes any previously issued circular in this respect and is effective immediately. For any inquiries on the above, please do not hesitate to reach out to MoSA focal points through Email addresses: Head of AMAN Ms. Marie Ghiya: marieghiya@gmail.com, and the General Supervisor for Lebanon Response Plan (LRP) Dr. Ola Boutros: olaboutros@gmail.com

Thanking all partners for their invaluable work during the past period in support of those who are in need.

ISSUED BY:

Minister of Social Affairs

Haneen Sayed

Signature:

Beirut.

Date: 27-2-2026

REPUBLIC OF LEBANON
Ministry of Social Affairs