

Myanmar INTER-AGENCY CONTINGENCY PLAN (IA-CP)

MYANMAR

South East Asia

Version No. 2.0

(Updated August 2010)

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Myanmar Country Map



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1.0 Executive Summary

Myanmar is prone to various hazards that include earthquakes, floods, cyclones, droughts, fires, tsunamis, etc and some of these have a potential to impact large numbers of people. In the event that large numbers of people are affected, such as during the 2008 cyclone Nargis, the government may need additional support to respond to the disaster. The humanitarian community in Myanmar, supported by the Humanitarian Country Team (HCT), has therefore organised itself through this Inter-Agency Contingency Plan (IACP) to prepare to support the Government of the Union of Myanmar in preparing for and responding to any of the hazards that may affect Myanmar. This Contingency Plan (CP) is a detailed outline of the common analysis, preparedness planning and response measures that the various agencies have identified.

The main goal of the CP is to mitigate the impact of disasters and save as many lives as possible from preventable causes. This will be done in consultation with government and in observance of basic humanitarian principles.

In this Plan, the IA-CP identifies some hazards and risks that have potential to affect Myanmar. It also identifies a potential pandemic hazard but acknowledges that the details of the response strategy are not wholly covered by this Plan, but compliment the 2006 pandemic influenza plan by the Ministry of Health and WHO. Some lessons learnt from the cyclone Nargis response, NRS response to floods, and the simulations exercises are identified that will assisted in developing the preparedness and response actions.

The Plan also mentions hazards identified for response and outlines a focus on non-specific scenarios that are based on the caseload of the affected population. It acknowledges that the government and organisations working in an area would have the capacity to respond to an emergency that affects less than 50,000 people. The CP is therefore activated for affected populations that are more than 50,000 where stakeholders present have limited capacity.

The IA-CP acknowledges that the government has the primary responsibility to take care of its citizens. The humanitarian community supports this cause and therefore works in collaboration with set government structures. The humanitarian community has identified the cluster approach as a strategy that can be used again to ensure a coordinated approach to emergency response; following the success of the cyclone Nargis response. As such, cluster lead agencies have been identified and these will coordinate the different humanitarian agencies to support respective government line ministries in preparedness and response. Some protocols of response to early warning and the emergency phase are identified at the agency and inter-agency level.

The document also identifies some key inter-agency services, and goes into detail to explain the detailed preparedness and response plans that have been agreed at the cluster level. The clusters also identify agencies that work in that sector who are potential stakeholders during an emergency. The detailed sector response plans are found in the ANNEX to this document.

The effort of the Contingency Planning Working Group (CPWG) in preparing version 1.0 of this document is worth recognising. Further updates were made in December 2009 / January 2010 which are reflected in version 1.1 (mainly updating the focal points and contact details). This current version (v2.0) is a major update following successful simulation exercises (IACP and Local NGO CP).

These efforts have been facilitated by OCHA on behalf of the UN Resident / Humanitarian Coordinator (RC/HC) in close cooperation and with support from OCHA's Regional Office (ROAP) in Bangkok. Specifically, the preparedness and response planning of the wider humanitarian community to a potential natural disaster or humanitarian emergency has taken place under the leadership of the UN Resident / Humanitarian Coordinator, at the level of the HCT and agency disaster and emergency focal points.

It is hoped that the effort in coming up with the CP will mitigate the impact of disasters and save as many lives as possible from preventable causes. It is hoped that this Plan will serve as a constant reminder of the need for preparedness for any emergency.

2.0 Hazards and Risks

2.1 Socio-economic Context

A UNDP¹ (2004) household survey, conducted in collaboration with the Central Statistics Office, revealed that more than thirty percent of the population lives below the poverty line. Myanmar is a food-surplus country with significant agricultural potential. However, food production is adversely affected by rural households' lack of access to land, credit and agricultural inputs. This affects livelihood opportunities, resulting in inadequate access to food. The FAO/WFP crop and food supply assessment mission (CFSAM) estimated that 5 million are food-insecure in Myanmar. Severe and chronic food insecurity affects populations especially in Northern Rakhine State, Chin, Kachin, Northern and Eastern Shan, and in Magway Division.

The national prevalence of underweight and stunting among children under 5 is 32%. Global Acute Malnutrition is unacceptably high in some areas, notably in Northern Rakhine State. There has been accelerating impoverishment and impaired ability of social service provision structures to address the essential needs of the general population over the years.

If the socio-economic situation of the population depreciates, their capacity to cope with disasters may be compromised.

2.2 Risk Analysis

The general assessment of risks and levels of vulnerability to specific hazards should be based on the kind of hazard and the geographical coverage of the concerned hazard given the exposure of vulnerable elements and coping capacity.

Natural hazards such as floods, droughts, cyclones, seismic activity, bush and urban fires are common in Myanmar. Historical information shows that these hazards have the potential of impacting the communities within their geographical domains (See ANNEX D and E). A more detailed description can be found in the Hazard Profile of Myanmar (RRD et al, 2009). Table 1 below gives a snapshot of key hazards and their potential impact areas:

Table 1: Hazards and potential impact areas in Myanmar

¹ UNDP/Central Statistics Office/UNOPS Integrated Household Living Conditions Survey in Myanmar

Hazard	Potential area of impact
Floods and landslides	<ul style="list-style-type: none"> • Northwest parts of the country close to the Himalayas. • The plain areas between the Northern and Western mountains where the Chindwin River, Ayeyarwady River, Sittoung River and Thanlwin River pass. • Many parts of the country during the heavy monsoon rains, different flood scales.
Cyclonic storms	<ul style="list-style-type: none"> • Areas along the Myanmar coastline of about 2400 km because of its location on the western part of Indochina peninsular (latitudes 9° 30' to 28° 30' North and longitudes 92° 10' to 101° 11' East) with the severe cyclone famous Bay of Bengal in the Indian Ocean being on the Western side. The Bay of Bengal has two cyclone seasons: April to May and September to November. • Ayeyarwady division in the Delta region • Rakhine and Tanintharyi Coasts
Fires and Drought	<ul style="list-style-type: none"> • Often, the end of the dry phase of the Southeast Asian monsoon (March-May) finds numerous countries facing a crippling drought. In the face of such dry conditions, both natural and human-caused fires become more likely. The fire hazard prone areas are Magwe, Mandalay, Sagiang, Yangon, Bago and Ayeyarwady.
Earthquakes	<ul style="list-style-type: none"> • Myanmar encounters many earthquakes because the Alpidic-Himalayan earthquake belt passes from North to South across the country. Since 1900, there have been 8 strong earthquakes, the deadliest occurred in the Bago area in 1930, taking over 500 lives.

Secondly, vulnerability contributing factors remarkably influence the level of risk. Poverty for example, means that people who are in a depressed state are less able to recover. Therefore the level of risk would likely be higher for such vulnerable groups.

The need for mitigation, preparedness, response and recovery measures for possible moderate to high risk natural disasters in the country should be seriously considered.

There is a need to strengthen the limited capacity within current national disaster management structures in Myanmar in order to provide effective and efficient response to impacts of disasters so as to reduce the levels of risk. Over the last few years, some considerable effort has been invested by different stakeholders to try and boost the national capacity, such as: the development of the Myanmar Action Plan on Disaster Risk Reduction (MAPDRR), the development of the Standing Orders, the efforts in coming up with the Action Plan on Women in Emergencies, the recognition by the donor community on the need for mainstreaming DRR and making it a pre-requisite in project proposals, the cyclone Nargis recovery efforts, early warning systems efforts, the Periodic Reviews and Social impact monitoring efforts following cyclone Nargis, the Local NGO and IA contingency planning efforts and their simulation exercises, drills by different stakeholders, the IEC materials developed, the community based disaster risk management (CBDRM) efforts by different organisations at community level and the different capacity building efforts on disaster management in the country. However, much more still needs to be done. It needs to be recognised that there has never been such devotion and effort in matters related to disaster management as has been invested between mid 2008 and mid 2010. This effort needs to be sustained.

It also needs to be noted that a global Human influenza pandemic continues to be a tangible threat to Myanmar as influenza pandemics are recurrent, global, deadly events that can have a devastating impact on vulnerable individuals, communities and the organisations that serve them. A separate human influenza pandemic preparedness plan was developed by the Government in 2006 and there is a commitment to update it. It is therefore not entirely covered in this plan. This CP recognises the existence of the Government Plan and will complement its efforts.

However, a severe influenza pandemic represents a grave threat to both the general population and humanitarian organizations, potentially affecting the well-being of their staff and the continuity of their life-saving operations. This contingency plan, although not scenario-based, considers the effects of any pandemic. While national preparedness is a priority, organisations are encouraged to also have a pandemic preparedness and response plan. For example, the UNCT has developed a business continuity Plan in the event of a pandemic influenza. Annex C presents a

few key preparedness actions that should be taken by individual organisations and by the humanitarian community as a whole.

2.3 Lessons learned from emergency responses and simulation exercises

- While the response from the humanitarian community was recognized as relatively effective, the vital role played by local responders and private groups must be recognised and acknowledged and ways must be found to make these a part of any Contingency Planning process and part of the strategy for responding to the next emergency, including the building up of better Early Warning Systems to relay information about potential emergencies. (Local responders and private groups play a key role in disaster response. Effort must be put in involving them in contingency planning information exchange for future potential emergencies)
- Performance of the clusters was cited as the best performance of the cluster approach to date. Pre-cyclone designation of cluster leads was beneficial in that the clusters were then activated almost immediately. The introduction of cluster co-chairs was unique and reported to be very effective. However, it was also noted that the relationship between cluster coordination and information management as well as cluster coordination and advocacy needs strengthening.
- There is need for dedicated information management focal points for each cluster as early as the emergency begins. There is also a need to ensure a separation between parent agency and Cluster Lead as it helps focus on cluster-wide issues as opposed to agency-specific issues. Linkages between central (Yangon) clusters and field level clusters needed to be reinforced.
- Early recovery coordination and restoration of community livelihoods has to be developed early in the response in order to ensure a seamless transition from relief. Disaster risk reduction (DRR) also has to be incorporated.
- Consultations with communities need to be strengthened in aid delivery. There is need for capacity building of national staff to be able to effectively respond to future disasters. In addition, a database of trained personnel that can be called upon again in the event of another emergency should be kept. Some periodic refresher courses may be necessary.
- There is a lack of assessment capacities and available rapid assessment structures. Data processing was noted to be very slow.
- Cross cutting issues such as protection, gender, age, etc need to be considered and mainstreamed earlier on in the emergency. Specific to the protection sector, a clear responsibility of rolling out the cluster at the onset of an emergency needs to be defined in order to avoid having to catch up later in the emergency.
- An information system to address lack of and unreliable information needs to be agreed on in order to systematise information systems. The need for synergy of the OCHA reports officer, UN Communications Group, MIMU and other public information persons should be prioritised.
- There is improved trust and collaboration between the Government and the humanitarian community in disaster response.

3.0 Scenarios and Planning Assumptions

3.1 Scenarios:

As shown in the previous chapter, Myanmar is a disaster prone country exposed to many types of hazards such as earthquake, floods, fires, cyclones, epidemics, droughts, human made, crop failure, vermin and tsunamis. See Annexes D and E which indicate historical geographic areas where natural disasters have impacted Myanmar until 2004. The Hazard Profile of Myanmar (RRD et al, 2009) also expounds on the same.

Looking at the above, it was agreed that for the purposes of planning adequate disaster responses in the context of Myanmar, the humanitarian community and different clusters/leads would select a non hazard specific scenario, differentiated by size of the affected population caseload. Therefore, the following scenarios were developed and should be planned for:

3.1.1 Planning Scenarios:

1. A small scale emergency affecting less than 50,000 people in need of assistance, which would be within the coping capacities of local stakeholders (Government, private groups and humanitarian organisations in-country. The Local NGO CP can be activated for greater than 5,000 people affected in rural areas or greater than 20,000 in urban areas).
2. A medium, large or corporate scale disaster resulting in emergency humanitarian needs for populations greater than 50,000 people affected and in need of support.

3.2 Planning Assumptions:

In the case of natural disasters:

- Low probability of GoUM to appeal for international assistance but likely to do so if large disaster.
- If large emergency, GoUM may have limited response capacity
- Displacement is highly likely to occur
- Priority needs: shelter, food, water and sanitation, nutrition, livelihoods, protection, health (incl. Reproductive Health), NFIs and emergency education support, psycho-social support
- Access to remote areas will be very difficult
- There would be a large media response
- Grassroots early warning systems are currently weak
- Regional implications are possible.
- Possible need for safety and security measures for staff
- Response impacted by Government policy on access, bringing in equipment, etc.
- High-level support for response may be required, e.g. on access.

In the cases of a pandemic:

- GoUM likely to request international assistance, but possible limited capacity to respond. Communication may be restricted.

It will be assumed that the contingency plan for natural disasters can be applied for **any** other type of emergency with similar caseloads.

Learning from the response to cyclone Nargis, it must also be recognised that there are existing local capacities (monasteries, professional groups, private groups, private individuals, etc) that could be available to assist in providing a response.

4.0 Objectives and Strategies

4.1 Objectives

Overall goal: To mitigate the impact of disasters and save as many lives as possible from preventable causes.

Main purpose: to ensure that effective and timely humanitarian assistance is provided to people in need, and to facilitate early recovery activities.

Thus, the plan is an instrument that provides the framework for a coordinated approach of humanitarian agencies to work in an emergency situation and to support a timely response with optimal use of available resources and logistical strength.

This plan does not replace Contingency Plans of individual agencies, Government, or other groups, but (should) aim to complement these and ensure that the overall response is coordinated and effective. This IA - Contingency Plan seeks to complement government efforts to respond to emergencies. It serves to avail a coordinated front of the humanitarian community to assist.

4.2 Recommended Threshold to Effect the Contingency Plan

The Inter–Agency Contingency Plan will be activated by the RC/HC, in close consultation with the Humanitarian Country Team (HCT).

The RC/HC will continuously monitor and evaluate the situation with the support of UNOCHA / RCO and, if deemed necessary, recommend to the UN Emergency Relief Coordinator (ERC) that an emergency be declared.

4.3 Operational criteria / triggers for a response

The essential criteria or conditions for a response are:

- 1) A request is received from any competent national authority, the RC/HC, the national focal agency for specific assistance in Myanmar, UNOCHA or other UN bodies, or when it is reasonable to expect that such a request will be forthcoming but is delayed owing to the emergency. In the event of an emergency of a certain size, the RC/HC usually sends a letter to the Authorities offering support.
- 2) If the situation is a genuine emergency, or the situation threatens to become an emergency if appropriate preventive measures are not taken, the humanitarian community may, while waiting for a formal request, offer their support to the government and will do everything they can to mitigate the effects of an emergency on the population.
- 3) National resources for meeting and coping with the situation are insufficient.
- 4) The humanitarian agencies may take the initiative to offer technical cooperation and emergency assistance to the relevant Government agencies if no request for emergency assistance has been received urgently.
- 5) Even though resources of the Government or the country in general are sufficient for responding to the emergency, the humanitarian agencies may still be involved to provide assistance, especially when such involvement help achieve the desired coordinated, comprehensive and integrated response.

4.4 Exit strategies

At the outset of an emergency, a recovery working group (working with GoUM if possible) should take over planning.

4.5 Basic Principles

4.5.1 Humanitarian Principles

- The humanitarian community in Myanmar will strive towards meeting the Sphere Project Humanitarian Charter and Minimum Standards;
- The humanitarian community also commits itself to the observance of internationally agreed protocols and the Red Cross Code of Conduct;
- Underlying factors of quality and accountability in aid delivery will be considered and implemented to the extend possible.
- Emergency response will ensure mainstreaming of disaster risk reduction, gender, age, protection and HIV/AIDS.
- The response in Myanmar will be guided by the 'Guiding principles for the provision of humanitarian assistance', see ANNEX B

4.5.2 Operational Principles

- Special attention will be devoted to particularly vulnerable populations specific to each context.
- Strategic and operational responses will be jointly planned and implemented by all concerned stakeholders.
- A specific set of recommended actions will be developed to assist host communities in coping with the emergency, and protected from abuse and any other form of exploitation.
- Safety and security of humanitarian workers will be of the utmost concern of the humanitarian community.

5.0 Overall Management and Coordination Arrangements

As far as possible, the Plan seeks to organise the humanitarian community to support the Government to respond to emergencies in a coordinated manner. It recognises that the government has the primary responsibility to protect its citizens (GA Resolution 46/182). Below is the existing Government disaster coordination structure. The humanitarian community can link with the structures to provide the necessary support. It is also important to know and understand the existing structures and entities among the humanitarian stakeholders.

5.1 Government of the Union of Myanmar (GoUM)

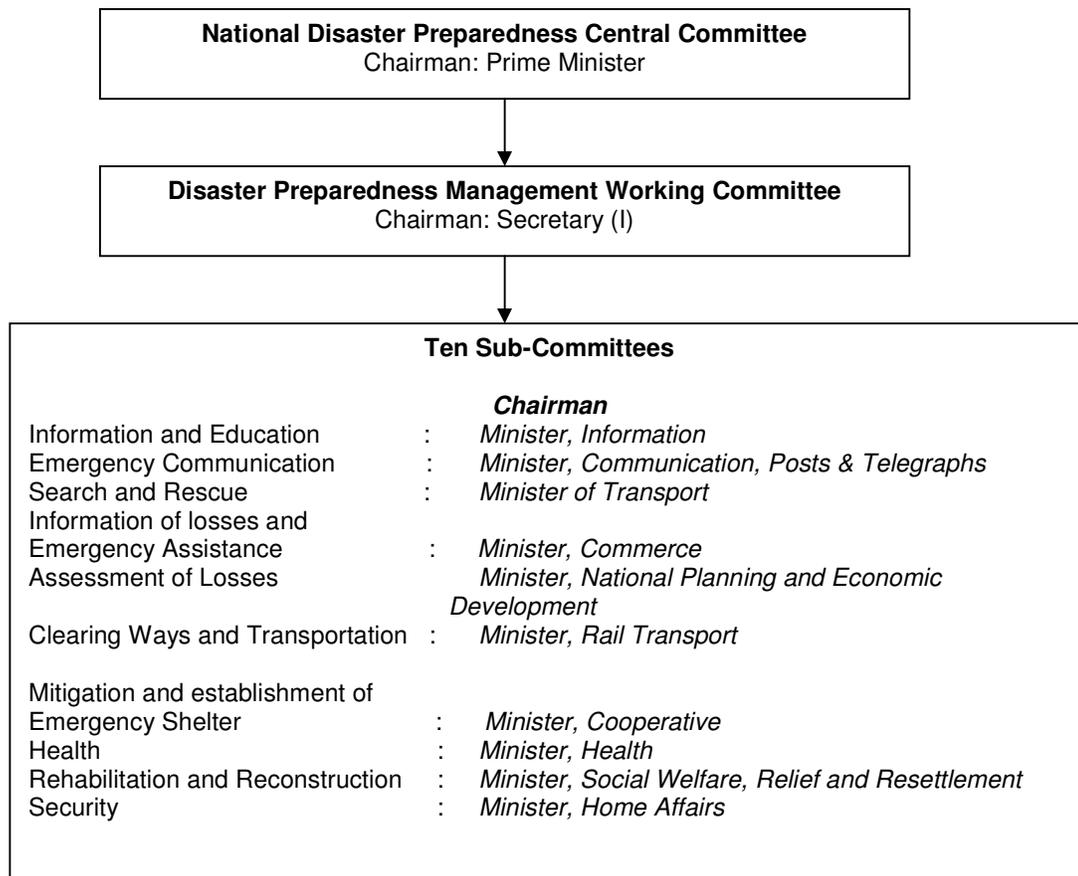
National Preparedness and Response Mechanisms

The National Disaster Preparedness Central Committee (NDPCC) was formed in 2005 under the Chairmanship of the Prime Minister with the following objectives:

- to prevent or mitigate loss of human lives
- to prevent or mitigate losses in settlement and property of the people
- to prevent or mitigate losses in State property

The Secretary (1) of the State Peace and Development Council acts as Vice Chairman of the Central Committee for National Disaster Prevention, made up of 37 members who are concerned Ministers, Chairmen of the State/Division Peace and Development Councils, and Mayors of Yangon and Mandalay with a total of 37 members.

The Secretary of the NDPCC is also the Minister of Social Welfare, Relief and Resettlement. He would therefore be the focal point for communication in relation to emergencies. However, the Chairperson will have to be copied in all correspondence. The MoSWRR has appointed the RRD to the focal point / department for disaster management issues.



5.2 Inter-Agency Standing Committee (IASC):

On behalf of the IASC at the global level, the Emergency Relief Coordinator (ERC) appointed the UN Resident Coordinator (RC) to also be the Humanitarian Coordinator (HC) in Myanmar in late 2006. This led to the formation of an IASC Country Team (CT). In 2010, the IASC at the country level transitioned into a Humanitarian Country Team (HCT). It is made up of UN agencies, INGOs, LNGO representatives and inter-national organisations such as IOM and the Red Cross movement. The HC is the Chairperson of the IASC CT.

Guided by the stakeholders' recommendations at the Contingency Planning Workshop of 24 and 25 March 2009, the sectoral arrangements and leadership for the 2009/10 CP are as follows:

Food	WFP
Health	WHO and Merlin
Nutrition	UNICEF
Water and Sanitation	UNICEF
Protection	UNHCR
Logistics	WFP
Emergency Telecoms	WFP / UNICEF / OCHA
Emergency Shelter	IFRC / UNHCR
Education	UNICEF and Save the Children
Coordination	RC/HC Office / OCHA
Early recovery	UNDP
Agriculture	FAO
Camp Coordination / Camp management	IOM / UNHCR

The HCT stands guided by the benefits of the co-leadership strategy of the cluster system that was used to respond to cyclone Nargis. The concept of NGO co-chairs was adopted in Health, Education and the subgroup of Protection of Women and Children.

In addition, Clusters have the liberty to create sub-clusters or working groups such as Child Protection under the Protection Cluster, Women's Protection under Protection Cluster (lead by UNFPA and Oxfam) and HIV/ AIDS (lead by UNAIDS) under the Health Cluster and Sexual-Reproductive Health (lead by UNFPA) also under the Health Cluster.

5.3 Linkages between Clusters and Government Ministries/Departments

Based on the Cyclone Nargis response, the following linkages with Government Ministries were adopted.

Cluster / **Sub cluster	IASC Cluster Lead	Respective Government body(ies)
Food	WFP	NATALA, Min of Social Welfare & Commerce
Health	WHO and Merlin	Ministry of Health
**SRH sub cluster	UNFPA	Maternal and Child Health Division (MoH)
**HIV/AIDS sub cluster	UNAIDS	National AIDS Programme (NAP)
Nutrition	UNICEF	Ministry of Health
Water and Sanitation	UNICEF	GAD,
Protection	UNHCR	Ministry of Social Welfare, Relief and Resettlement
**Child Protection sub cluster	UNICEF	Ministry of Social Welfare, Relief and Resettlement
**Women's Protection sub cluster	UNFPA and Oxfam	Ministry of Social Welfare, Relief and Resettlement
Logistics	WFP	NATALA, Min of Social Welfare & Commerce
Emergency Telecoms	WFP / UNICEF / OCHA	NATALA, Min of Social Welfare

		& Commerce
Emergency Shelter	IFRC / UNHCR	GAD, Ministry of Health
Education	UNICEF and Save the Children	Ministry of Education
Coordination	RC/HC Office / OCHA	Ministry of Social Welfare, Relief and Resettlement
Early recovery	UNDP	Ministry of Social Welfare, Relief and Resettlement / GAD
Agriculture	FAO	Ministry of Agriculture
Camp Coordination / Camp management	IOM / UNHCR	Ministry of Social Welfare, Relief and Resettlement

5.4 *Protocols of Response*

These protocols include what should be done in case of a large disaster. For different levels of emergencies, the IASC members should modulate their response accordingly.

5.4.1 *Protocol of Response to Early Warning*

At the **agency level**, immediately upon receipt of a warning of an imminent threat (e.g. cyclone/storm surge, flood etc), the heads of agencies / emergency focal points will:

- 1) Contact the local government authorities, OCHA, UNRC/HC Office and other principal partners as appropriate (LNGOs, CBOs, local responders, monasteries, donors, etc) to:
 - inform / confirm the threat
 - supply / obtain additional information to verify facts
 - coordinate / seek support for preparatory actions
 - activate existing agency emergency teams
 - inform respective agencies' regional offices and HQs
- 2) Contact the appropriate focal points for the areas concerned, preferably the emergency focal point to:
 - exchange information
 - agree on arrangements for an initial on-the-spot joint rapid assessment or investigation
 - assess and report if or when an emergency does occur
 - ensure all assessments (rapid or otherwise) are inclusive of the cross-cutting issues referenced above (DRR, gender, age, protection, HIV/AIDS, etc)
 - arrange for them to take appropriate precautions for their own safety and the protection of facilities and properties (communications, vehicles, stocks) of the agency to the extent possible
- 3) Put all necessary agency staff on standby for response and / or evacuation to safety if the potential emergency is beyond the coping capacity of their situation / environment.
- 4) Check the readiness of telecommunications, logistics and information management systems.
- 5) Assemble basic information on the threatened areas and up-to-date information on transport and stocks of agency supplies.
- 6) Inform the local authorities, lead agency and appropriate sector leads in the potentially affected area of the preparedness actions taken by the agency, specifying geographic areas and sectors to be assisted.
- 7) Inform the OCHA, the RC/HC Office, the agency headquarters and regional office and other offices concerned, of the preparedness action taken by the country office, including information on the preparedness action taken by the Government and others, if available.

At the **inter-agency level**, the RC/HC, upon receipt of the warning, will:

- 1) Initiate and maintain communication, exchange of information, and coordination with government and among humanitarian agencies (HCT, including local NGO representatives).
- 2) Alert OCHA Geneva HQ (as well as New York) to activate the emergency communications system for verifying and monitoring the hazard and general situation.
- 3) Appoint a media contact and spokesperson representing the HCT, and serving the UN Communication Group, HCT and UNCT members.
- 4) Where possible, communicate with Government to gather their understanding of the situation and offer the support of the humanitarian community.
- 5) Inform all Heads of humanitarian agencies in the country about the imminent threat and ask to share any other relevant information obtained by them from the Government, local authorities and the field.
- 6) Ask the Heads of humanitarian agencies for periodic updates on the preparedness actions taken by their respective agencies in response to the warning.
- 7) Inform the Cluster Leads about the eminent threat and ask to share any relevant information obtained by them from their diverse counterparts.
- 8) As deemed necessary, convene a meeting of HCT members in country to discuss and define the appropriate inter-agency contingency response and phased interventions, including resource requirements, and activation of the cluster approach in anticipation of a disaster scenario.

5.4.2 Protocol of Response during Emergency

At the agency level, during a declared emergency, the heads of humanitarian agencies will:

- 1) In collaboration with the RC/HC/Designated Official), declare the situation an emergency and activate contingency plan and emergency procedures if all conditions are met.
- 2) Establish the situation and safety status of agency staff. Report the situation to agency headquarters and regional office.
- 3) Report periodically the emergency situation as it develops (situation report) to the RC/HC and/or OCHA and the agency headquarters and regional office. The first report should provide available information about the emergency situation, indicate next steps, advice what assistance is urgently needed, define how to maintain contact, and decide when the next report is to be expected. HCT members with existing field presences in the affected areas will be crucial in providing advice on the operational situation, local responses etc.
- 4) Keep the Cluster Leads updated on progress for each sector that your agency is responding in.
- 5) Monitor the performance of staff with respect to their assigned emergency response roles and responsibilities. Pay special attention to stress and fatigue and establish and maintain a work schedule.
- 6) In coordination with the RC/HC, adhere to policies for media and information management and policies for the dissemination of press releases, participating in press conferences, contributing with sharing of photos and video footage etc.
- 7) In collaboration with the RC/HC, undertake assessments, write and submit proposals for inclusion in the flash appeal or consolidated appeals, ensuring the coherence and focus of phased interventions.
- 8) Manage technical and financial inputs relating to emergency response operations. Assign additional resources to support the operation as necessary and available.
- 9) Follow up constantly for any immediate support needed from agency headquarters, and ensure that the RC/HC (or Designated Official) is constantly updated on progress and constraints in emergency response interventions.

- 10) Work closely with local NGOs and other local responders to ensure coverage and access to remote / difficult to reach but affected areas.

At the inter-agency level, the RC/HC, during a declared emergency, will:

- 1) Offer humanitarian assistance or any necessary support to the Government, as requested or deemed proper.
- 2) Declare the situation an emergency and activate the Inter-Agency Contingency Plan in consultation with the HCT/UNCT as well as the ERC/IASC at Global level.
- 3) Encourage organizations to work closely with local responders (including religious bodies, CBOs, LNGOs, community leaders, etc)
- 4) Report the emergency immediately to the UN Headquarters (UN Emergency Relief Coordinator in New York) OCHA, who will advise other relevant agencies, furnishing all Heads of Agencies. Maintain regular communication with these agencies, constantly reviewing information, priorities and needs.
- 5) Keep as close coordination as possible with Government officials (Minister of Social Welfare / Secretary NDPCC). Share information available and gather information available from them. Inform them that the humanitarian community has initiated a disaster response plan / CP.
- 6) Activate the emergency operations procedures and call a UNCT meeting immediately, followed by an emergency HCT meeting to inform the decision and understand possible interventions.
- 7) Monitor the performance of agencies, clusters and staff with respect to their assigned emergency response roles and responsibilities. Pay special attention to stress and fatigue and establish and maintain a work schedule.
- 8) Manage technical and financial inputs relating to emergency response operations. Assign additional resources to support the operation as necessary and available.
- 9) Regularly brief all stakeholders on the status of response operations.
- 10) In collaboration with the humanitarian agencies, coordinate with the Government focal departments / ministries, UN Headquarters and regional offices, international agencies, donor communities and civil society.
- 11) In collaboration with the humanitarian agencies, mobilize emergency funds through various channels, including CERF and Flash Appeal if the disaster is large enough.
- 12) In collaboration with the humanitarian agencies, facilitate the conduct of joint emergency assessments (taking care to pay attention to all cross-cutting issues such as age, gender, diversity, etc), preparation and submission of situation reports and consolidated appeals. In consultation with Government, invite members from OCHA/UNDAC and ASEAN/ERAT for assistance, if necessary, to strengthen the joint assessments, situation analysis, support to the Government and funding appeals (Flash Appeal/CAP).

In addition, as part of any large-scale emergency or disaster response that may occur in Myanmar in the future, the local NGO community is working towards setting up a “coordination centre” for local NGOs. This would strengthen the much needed coordination and communication between local and international relief and recovery implementers. The centre would address issues such as uneven partnerships that sometimes surface between local and international stakeholders, usually with local actors being overlooked in disaster responses. Such a centre complements and extends the role of the UN-OCHA system. The centre could act as a focal point for rapidly mobilising local responders, act as a centre for donors to support local initiatives, act as a conduit to funnel funds, act as a centre for identifying training needs, providing capacity-development support for local groups, and acting as a channel for advocacy and information exchange for local groups.

6.0 Summary of Sector/Cluster Response Plans

Detailed Sector / Cluster Response Plans are in **Annex F**.

6.1 Contact details for Cluster Lead Organisations

1	Agriculture	Shin Imai FAO 09 5041778; 01 641672-2; 098602347-8; 098586252 shin.imai@fao.org
2	Camp Coordination / Camp Management	Mariko Tomiyama / Bhairaja Panday IOM / UNHCR 09 8610021; 01 524022; 01 25 25 60 (ext 5001), 09 530 1675 panday@unhcr.org ; mtomiyama@iom.int
3	Coordination	Thierry Delbreuve OCHA 095082102; 01 544500 Ext 8801 delbreuve@un.org ,
4	Early Recovery	Sanaka Samarasinha UNDP 09 5030025; 09 8610021; 542910-19 sanaka.samarasinha@undp.org
5	Education	Ramesh M. Shrestha and Andrew Kickwood UNICEF and Save the Children 01 536732 ex 120/121; 095198708; 01-375527-32, rshrestha@unicef.org , akirkwood@savechildren.org.mm
6	Emergency Shelter	Patrich Elliot and Bhairaja Panday IFRC / UNHCR 095 079 969, 01 383682, 09 5130564, 09 5011202 ifrcmm-g33@redcross.org.mm ; panday@unhcr.org
7	Emergency Telecommunications	Carlos Veloso, Ramesh M. Shrestha, Thierry Delbreuve WFP / UNICEF / OCHA 09 510 8161, 01 375527-32; 375547-48, 09 5022721 carlos.velso@wfp.org ; rshrestha@unicef.org ; delbreuve@un.org
8	Food	Carlos Veloso 09 510 8161 carlos.velso@wfp.org
9	Health	Dr H.S.B Tennakoon (WHO) and Dr Paul Sender (Merlin) WHO and Merlin 09 5055620; 09 5010856/09 8586495/ 09 5123816 paul.sender@merlin.org.uk ; cd@merlin-myanmar.org ; tennakoon@searo.who.int
10	Logistics	Carlos Veloso WFP 09 510 8161 carlos.velso@wfp.org
11	Nutrition	Ramesh M Shrestha UNICEF 01 375527-32; 01 375547-48 Ext 1528 rshrestha@unicef.org
12	Protection	Bhairaja Panday UNHCR 01 524022, 24-25; 09 5194642; 09 8610124 panday@unhcr.org
13	Water Sanitation and	Ramesh M Shrestha UNICEF 01 375527-32; 01 375547-48 Ext 1528 rshrestha@unicef.org

6.2 Summary Cluster Objectives and Stakeholders

(See ANNEX F)

1. Agriculture

Objectives: Reduce long-term food insecurity through coordinated, timely and appropriate agriculture response with particular attention to most vulnerable groups.

Stakeholders: Appropriate government ministries, technical services and divisions, FAO, WFP, International community, National NGOs, CBOs, Red Cross Movement

2. Camp Coordination / Camp Management

Objectives: To ensure a multi-sectoral response to assist and protect camp based populations and to make all efforts to find durable solutions.

Stakeholders: World Myanmar Business Coalition on Aids (MBC), Norwegian Refugee Council (NRC), Myanmar Red Cross, Methodist Committee on Nargis Relief and Rehabilitation, Amurt, Solidarities

3. Coordination

Objectives: To facilitate timely and coordinated preparedness and response to disasters through ensuring functional coordination mechanisms; accurate information collection, analysis, dissemination and flow; adequate, timely and flexible humanitarian financing; effective leadership and coordination; coverage of all affected populations; advocacy for vulnerable groups; facilitating transition from relief to early recovery and enhancing partnerships between all stakeholders (local NGOs, international NGOs, Red Cross movement, Government and the UN).

Stakeholders: All stakeholders (Governments, UN, International NGOs, International organizations, national NGOs, CBOs, Red Cross Movement, communities, Embassies, etc)

4. Early Recovery

Objectives: Sustainable reduction of disaster risks; Capacity building in community based education in emergencies and disaster risk reduction (DRR); Ensure seamless transition from relief to early recovery; Reduce psychological trauma and provide psychosocial support; Restore economic activities, opportunities and livelihoods that are disrupted; Re-train and provide necessary support for livelihoods; Pay particular attention to already displaced populations.

Stakeholders: UNDP, ADPC, UNESCO, UNDP, UNESCO, Action Contre La Faim (ACF), ACTED, Help from Germany, MRCS & IFRC, Myanmar/ Burma Emergency Aid Network, PACT-Myanmar, Pyi Gyi Khin, Save the Children in Myanmar, United Nations Development Programme, World Concern Myanmar, Agriculture, Fisheries & Aquaculture, Livestock and Animal Health TWG, Early Recovery, Education, Shelter, Emergency Telecommunications, Food, Health (Co-lead), Protection, Nutrition, WASH, UNEP Mission Office, UN-HABITAT, IOM, CESVI, MERLIN, ILO, Save the Children (SC), OCHA

5. Education

Objectives: To strengthen system-wide preparedness and technical capacity to respond to humanitarian emergencies including the early recovery phase and for ensuring greater predictability and more effective inter-agency responses in education in the main areas of standards and policy setting, building response capacity, operational support.

Stakeholders: UNICEF, Save the Children, UNESCO, Amara Foundation, Amurt Malaysia, KnK Japan, Karuna Yangon, Metta Foundation, BAJ, Local Resource Center, JEN, Pestalozzi Children's Foundation, Plan International, Pyinnyataung Association, World Vision, Yinthway Foundation, TDH Italy, Samaritan's Purse, Myanmar Information Management Unit

6. Emergency Shelter

Objectives: To provide culturally appropriate environmentally sustainable and adequate emergency shelter to 40,000 households; To ensure immediate and effective emergency shelter response; To promote cooperation and coordination among the organizations and beneficiary representative; To support GouM to undertake preparedness activities in collaboration with other stakeholders; To advocate on behalf of beneficiaries to national and international organizations.

Stakeholders: IFRC, MRCS, ACTED, ADRA, AMURT, CARE, Green Care, Help Age International, IOM, UNFPA, JEN, MBCA, Mercy Corps, Merlin, NRC, Samaritan's Purse, Save the Children, UNDP-ER, UNHCR, Welthungerhilfe.

7. Emergency Telecommunications

Objectives: To provide rapid, appropriate and effective response of emergency telecommunication infrastructure for the humanitarian agencies; To support the humanitarian workers' safety and security; Identify and fill the telecommunication gaps between the humanitarian agencies.

Stakeholders: ACF, ADRA, Care Myanmar, CESVI, FAO, ILO, IOM, PACT, UNAIDS, UNDP, UNFPA, UN-HABITAT, UNHCR, UNIAP, UNIC, UNICEF, UNOCHA, UNODC, WFP, WHH/GAA, WHO, World Vision

8. Food

Objectives: To ensure affected populations have timely and adequate access to quality and culturally acceptable food; To prevent loss of life and maintain the nutritional status of affected populations; To prevent sale of productive assets and protect livelihoods; To ensure that most vulnerable groups have unimpeded access to food.

Stakeholders: World Food Programme, Progress of Border Areas and National Races Department, CARE Myanmar, ADRA Myanmar, WHH/GAA CESVI, FAO, ACF, PACT, Metta Dev. Foundation, World Vision, Network Activities Group, Samaritan Purse, KMSS, Solidarites, Save the Children, IDE, Relief and Resettlement Department, Department of Agricultural Planning.

9. Health

Objectives: To reduce mortality and mitigate preventable morbidities; To ensure access to essential health care with a focus on vulnerable groups; To support and strengthen outbreak preparedness and response, and the monitoring and surveillance of the general health.

Stakeholders: WHO, MERLIN, Ministry of Health, Save the Children, IOM, UNICEF, UNFPA, UNAIDS, IFRC, MRCS, MDM, MSF-H, MSF-H Myanmar Medical Association, MSI.

10. Logistics

Objectives: To ensure that effective and timely humanitarian assistance is delivered to the affected and most needy people; To support a timely response with optimal use of available resources and logistical strength.

Stakeholders: WFP, Pact/Myanmar, UNDP, Action Contre la Faim, Bridge Asia Japan (BAJ), UNHCR, Welthungerhilfe / German Agro Action, Malteser International, WHO, ICRC, Merlin – Myanmar, UNICEF, World Concern, CESVI, Association of Medical , Doctors of Aisa (AMDA), Terre des Hommes-Italy, World Vision Myanmar, Save the Children

11. Nutrition

Objectives: To reduce mortality and to prevent deterioration of nutritional status among most vulnerable population groups.

Stakeholders: Action Contre La Faim, AMDA, CARE Myanmar, IRC, Médecins du Monde, Médecins du Monde, Merlin, Médecins Sans Frontières – Switzerland, NNC(MOH), PACT-Myanmar, PACT-Myanmar, Relief International, Save the Children in Myanmar, UNICEF, UNHCR, World Concern Myanmar, WFP, WHO, World Vision

12. Protection

Objectives: To ensure that all affected individuals are provided with effective, adequate and timely assistance and protection; To ensure that any disaster response in Myanmar promotes and protects fundamental rights of those affected in accordance with law.

Stakeholders: UNHCR, UNFPA, UNICEF, Save the Children, World Vision, EMDH, UNFPA, UNDP, UNOCHA, UNHabitat, IOM, ILO, ICRC, WFP, HelpAge, TLMI, Handicap Int, AFXB, ACF, NRC, NPA, MSI, Merlin, MSF, MDM, CESVI, CARE, Green Care

13. Water and Sanitation

Objectives: To reduce Health consequences due to lack of water, sanitation and hygiene practices of the affected population.

Stakeholders: IFRC, WRTC, MNN, MALTESER, OXFAM, NGOGG, IRC, DFID, WV, PSI, SC, SVS, FRC, MERCY CORPS, MINGALAR MYANMAR, DOH, Township Administrative Departments, MRCS, CDA, MNN, WHO, UNICEF, ECHO, MERLIN, CARE, UNDP, WC, GAA, SD, MHAA, CESVI, ACF, NCV, AMI, LA, TDH/ITALY, UNHABITAT, JICA, ADRA, DEPT. OF EDUCATION, DEPT. OF DEVELOP AFFAIR, DONOR, HEALTH CLUSTER, NUTRITION CLUSTER, TOWNSHIP WATER MANAGEMENT COMMITTEE, PRIVATE SECTOR

7.0 Preparedness Actions

7.1 Preparedness Actions

7.1.1 General Preparedness Actions

- 1) Ensure the development, implementation, review and continuous updating of the Inter-Agency Myanmar Contingency Plan in the light of current developments and concerns - OCHA
- 2) Define and implement emergency related policies in collaboration with the UNCT and agency headquarters - HCT
- 3) Ensure the development, implementation and continuous updating of agency-specific emergency preparedness and disaster response plans – HCT / Cluster leads
- 4) Upgrade the disaster management capacity of all staff involved in the emergency planning process - HCT
- 5) Maintain high levels of staff awareness and emergency preparedness through regular referral to disaster management issues - HCT
- 6) Define policies for media and information management and preparation of press releases – RC/HC
- 7) Prepare formats for flash appeals, CERF, consolidated appeals (when appropriate), considering form, contents and timeframes - OCHA
- 8) Ensure agency headquarters and regional offices are aware of the inter-agency collaboration and integrated focus for response operations and have updated copies of the contingency plans – RC/HC / OCHA
- 9) Keep communication channels and interaction alive with Government counterparts – RC/HC / Agencies

7.1.2 Summary Sector Preparedness Actions

ANNEX F describes in detail the sector preparedness and response plans

1	Agriculture	Identification of stakeholders in states / division, capacity building, mainstreaming crosscutting issues in assessment and monitoring tools, build relations with government and other stakeholders, raise awareness on existing DRR plans, MAPDRR and other response plans, stock taking of available expertise for specified aspects of emergency assessments, identification of available existing pre-positioned stocks with stakeholders and periodic updating of the record, undertake tabletop simulations, communicate lessons learnt from the Nargis response.
2	Camp Coordination / Camp Management	Communicate with relevant government authorities to agree on a common strategy towards the management and respective responsibilities in the event of large scale displacement; understand current capacities (resources, staff and areas of operations) of partners / stakeholders; Ensure stakeholder adequate understanding of standards relating to camp management & settlement issues; Set up protocols for dealing with complaints and issues.
3	Early Recovery	Strengthen community early warning systems; capacity build communities to develop disaster management plans; train on specialized skills; develop school safety plans; Train local NGOs to facilitate inclusive CBDRM Planning; Construct multi purpose Cyclone Shelters; undertake mock drills; do risk assessments; Develop guidelines/resource kits; Assist diversification of livelihood production systems; Help households to improve savings; Develop clear guidance on protocols relating to cash for work programs; Establish storm resistant storage facilities; Establish linkages for psychosocial referrals; Ensure interaction / involvement of government and local authorities; Build capacity for 150 township education officials.
4	Education	Mapping Education partners; Establishment and maintenance of an appropriate humanitarian coordination mechanism; Promote emergency preparedness activities, eg, INEE training; Develop common Rapid Assessment tools; Ensure

		adequate contingency planning and preparedness; Facilitate mapping of warehouses, transportation and communication mechanisms at townships; Take stock of various types of existing training manuals, modules, handouts etc; Assess the capacity of the partner organization to identify the needs; Strengthen the available mechanism under DPRE; Develop agreed response strategies and action plans; Draw lessons learned from past activities and revise strategies accordingly; Identify core advocacy concerns; Advocate with donors to fund education in emergency; Advocate at GoUM to introduce lessons on Disaster Risk Reduction (DRR) at the primary and secondary schools.
5	Emergency Shelter	Identification of emergency shelter actors and an assessment of their capacities; Identification of safe emergency shelter settlement locations with basic facilities; Pre-positioning of Tarpaulins and ropes and distribution of erecting guidelines; Set up/strengthen mechanisms for coordination and information sharing; Train on Do No Harm, Protection and Human Rights/human values in Emergencies; Set standards for emergency shelter kits and NFI packages; Formulate a strategy on emergency shelter and revisions.
6	Emergency Telecommunications	To organize and setup the Telecommunication Coordinating Agency (TCA) in country; To propose/setup a reliable communication link among IASC Agencies; Prepare budget proposal; seek funding; Procurement and importation of the equipment; Preposition/maintain the equipment; Provide emergency telecommunication trainings for national ICT workers; WFP will try to get a UN countrywide frequency license from the government; Update/Maintain the countrywide contacts list, call signs and selcalls.
7	Food	Baseline data compilation and stock taking; Mapping of coverage of services & production of food security atlases; Preparation of assessment forms & formation of IA rapid assessment teams; Establish coordination, information management and communication system within the expanded thematic/working group on food security; Training on emergency response; Carry out IA food security assessments; Prepare common guidelines for cash related assistance; Ensure availability and access to ready to eat rations.
8	Health	Workshops on cluster approach and DRR; Pre-positioning and stock-piling of medical supplies and equipments, and centralize an interagency stock database; Identification of referral facilities; Transfer of skills and knowledge to national partners; Strengthen EPI; Mapping of available human resources, and emergency response capacity, and disease surveillance network; Make available WHO and national guidelines; Strengthen collaboration with national and local health authorities; Enhance / build the capacity of community psycho-social support; Ensure government policy in place and shared in emergency importation procedures; Dissemination of IASC Guidelines for HIV/AIDS Interventions in Emergency Settings; Joint public health information and education campaigns with authorities; Provide voluntary testing and counselling for HIV/AIDS; Ensure adequate stocks of formula milk for babies; Raise awareness among local government, law enforcement officials and humanitarian workers about HIV/AIDS.
9	Logistics	Coordination meetings with Cooperating Partners; Establish rosters of service providers; Share SOPs for warehouse management, transport, etc; Update Logistic Capacity Assessment; Maintain standby partner list; Update the emergency inventory from regional depot; Provide Emergency Response Training to focal points
10	Nutrition	Mapping of partners and types of nutrition activities/ interventions; draft a Terms of Reference for the cluster; Identify Nutrition related expertise available in-country and prepare a HR roster; training of HNU staff, SDNT and NGOs in Nutrition Emergency Response; Pre-position supplies; Adapt generic tools recommended by Global Nutrition Cluster; Maintaining coordination mechanism; Collect baseline data.
11	Protection	Set up a nation-wide Protection Working Group; Identify/recruit relevant expertise; Setup relevant taskforces; Compile and develop common protection training and capacity building tools and strategy, as well as monitoring and assessment strategies and tools; Develop an emergency preparedness Family Tracing and Reunification pack; Briefings/ trainings on mainstreaming HIV-Aids; Dissemination of protection guidelines to all national and international stakeholders, including trainings on mainstreaming protection into disaster risk reduction; Review of national legal/policy frameworks related to protection and continued support to the government for the formulation of national action plans;

		Set up/enhance protection referral systems; Pre-position kits in areas at risk; Establish/reinforce community based protection mechanisms; Inter-agency protection monitoring and assessments; Advocacy towards national and international stakeholders.
12	Water and Sanitation	Building Contingency planning Stockpiles; Training of staff and volunteers at various levels; Hazard Mapping; Rehabilitation / maintenance of communal water sources; Construction of adequate household and communal Rainwater Catchment device (RWCT); Improving community hygiene and sanitation facilities; Capacity building of CBO's; Formation of WASH clubs at Schools; Proposal writing and fundraising; Draw up transport logistics; Government Liaison

7.2 Key Inter-Agency Services

Annex A describes in detail the various inter-agency services that are available for use during emergencies / disasters. Below is a brief outline of each.

7.2.1 Safety and Security

The UN Department of Safety and Security UNDSS, through the Designated Official (DO/RC/HC) and the Field Security Adviser (FSA) is responsible to ensure UN staff safety (and only NGOs with an MoU with UNDSS) in all stages foreseen in the emergency programme and will network with security focal points of the UN Agencies and NGOs to contribute towards a coordinated response to the maintenance of both staff and operational security requirements.

An Emergency Coordination Centre for UN Humanitarian Staff will be established during the periods of a large emergency situation and it is expected that Agencies will share staff burden for continuous running of the centre. Rosters of these duties are agreed by the SMT and produced as required. The DO and the FSA maintains direct contacts with HQ of DSS and UN Agency levels.

A communication tree exists among the NGO community to ensure communication of messages of staff safety. The FSA is part of that communication tree to ensure linkages between the UN system and the NGO community. However, every NGO is expected to follow its own organisational safety and security procedures within and linking with the HCT.

7.2.2 Communications and Logistics

Emergency Telecommunications and Logistics Clusters need to be activated in order to provide the required services to the humanitarian community:

Emergency Telecommunications Cluster

To provide an adequate response capacity in terms of emergency telecommunications infrastructure to the agencies and organisations in the field by: 1) assessing overall ICT needs; 2) procuring, deploying and maintaining the required equipment; 3) upgrading or installing telecommunications network and infrastructure; 4) establishing independent communication mechanisms and Standard Operating Procedures among IASC agencies; 5) maintaining a list of ICT staff to be deployed and providing training to existing staff; 6) implementing common security telecommunications and data service projects; 7) coordinating the activities through regular meetings with all stakeholders; and 8) engaging with National Disaster Preparedness Committee (NDPCC) and key Governmental officials. These arrangements exclude radios for non-UN agencies.

Logistics Cluster

To ensure the timely delivery of food and non-food items to the affected populations by: 1) updating the logistics Capacity Assessment report; 2) establishing rosters of different services required (local transporters, customs clearing agents and food and non-food suppliers); 3) sharing Standard Operating Procedures for warehouse management, transportation, procurement of food and non-food items; 4) updating the emergency inventory from the regional depot; 5) maintaining a list of logistics staff to be deployed and providing training to existing staff; 6) procuring and deploying equipment to the field; 7) carrying out a rapid logistics capacity assessment and setting a logistics network in the field; 8) coordinating the activities through regular meetings with all stakeholders; and 9) engaging with National Disaster Preparedness Committee (NDPCC) and key Governmental officials.

7.2.3 Information management

The Myanmar Information Management Unit (MIMU) ensures the maintenance of a set of key data and information products. In the event of an emergency, relevant products and services will be developed with a focus on the emergency-specific relief activities (contact list, meeting schedule, emergency-specific "Who does

What Where” (3W) products, thematic and base maps, etc.) and disseminated to humanitarian actors involved in the relief efforts. Customized products may be developed according to stakeholders’ needs.

The responsibility for ensuring appropriate information management (IM) needed for an effective and coordinated intra-cluster/sector response rests with the Cluster/Sector Lead Agency while the MIMU is responsible for the inter-cluster response.

7.2.4 Assessments

The scope and duration of assessments need to be appropriately matched with the scale and period of the emergency: an Initial Rapid Assessment (IRA) should be conducted within the first 72 hours, maximum one week. An IRA may also be undertaken when an area in an ongoing conflict/complex emergency becomes newly accessible, or in a protracted emergency affected by a sudden, additional shock or deterioration in conditions. The template form for the IRA is included in the annex of this contingency plan and supporting documentation and tools are available online: http://www.who.int/hac/global_health_cluster/guide/tools/en/index.html. As the tool is still under review by the IASC at the global level, a revised version may replace the form in the annex at a later stage.

The Information Management Working Group will determine the way forward in terms of data collection and data processing. Based on the approach decided upon, the cluster IM focal points will be responsible for mobilizing cluster members, training them and distributing the workload with support from the MIMU. The MIMU will be in charge of the overall data compilation (this function could be outsourced depending on the scale of the emergency) and will work with the clusters to conduct the analysis.

Based on the findings of the IRA and the nature of the emergency, a more detailed, qualitative survey should be developed by the clusters and take place approximately one month later. A similar approach should be taken in terms of data collection, data processing and analysis.

7.2.5 Public Information Strategy

The international humanitarian community globally as well as in Myanmar is committed to transparent and accountable public information dissemination for a fast and efficient mobilization of humanitarian responses. All HCT members are subject to their respective policies on media and public information. Decisions of the HCT will not compromise members with respect to their own policies. In case of the onset of a large scale disaster, a key media/PI Focal Point should be appointed by and report directly to the RC/HC. In addition to the HC PI Focal Point, the RC/HC shall also identify a senior national Communication Officer with experience on media and policy matters. This person works in close collaboration with the HC PI Focal Point.

The PI Focal Point will further coordinate with the various agency/organization PI focal points, including UNIC, on all issues related to media release and advocacy activities. Each **Cluster Lead** will identify a Cluster PI focal point. Cluster focal points should preferably also identify qualified national staff, familiar with media response and policy matters, to be able to respond to local and foreign media in the Myanmar language. A core PI Emergency Working Group consisting of Cluster PI focal points, UNIC and alternatively also other INGO/UN agencies should be set up immediately. The focal points should ideally be available via telephone 24/7. (See ANNEX A for further guidance)

7.2.6 Resource mobilization

There are several options of resource mobilization that include individual agencies’ / organisations emergency resources, individual agency appeals, local donors resources, regional donors resources, Flash Appeals, emergency grants, Central Emergency Response Funds “CERF” (rapid response window, loan facility), Consolidated Appeals Process, portions of resources from Long Standing Funding Arrangement by most UN Agencies, INGOs and Red Cross partners. See ANNEX A for roles and responsibilities of various agencies in accessing these resources.

8.0 Annexes

All Annexes are in a separate document that accompanies this Plan. The contents of the Annexes are outlined:

Annex A	Key Inter Agency Services
Annex B	Guiding Principles for the Provision of Humanitarian Assistance
Annex C	Pandemic
Annex D	Natural Disaster Risk Hotspots
Annex E	Myanmar Hazard Maps
Annex F	Sector Response Plans
	<ul style="list-style-type: none">• Agriculture Sector Response Plan• Camp Coordination and Camp Management Sector Response Plan• Early Recovery (ER) Sector Response Plan• Education Sector Response Plan• Emergency Shelter Sector Response Plan• Emergency Telecommunications• Food Sector Response Plan• Health Sector Response Plan• Logistics Sector Response Plan• Nutrition Sector Response Plan• Protection Sector Response Plan• WASH Sector Response Plan
Annex G	Acronyms and Abbreviations

ANNEX G: Acronyms and Abbreviations:

ASC	Area Security Coordinator
CAP	Consolidated Appeals Process
CERF	Central Emergency Response Fund
CMWG	Crisis Management Working Group
CPWG	Contingency Planning Working Group
CT	Country Team
DO	Designated Official
DRR	Disaster Risk Reduction
DSS	Department of Safety and Security
ER	Early Recovery
ERC	Emergency Relief Coordinator
EPI	Programme for routine Immunisation
FA	Flash Appeal
FAO	Food and Agricultural Organisation
FSA	Field Security Adviser
FSCO	Field Security Coordination Officer
GAD	General Administration Department
GoUM	Government of the Union of Myanmar
HC	Humanitarian Coordinator
HCT	Humanitarian Country Team
HQ	Headquarters
IA-CP	Inter-Agency Contingency Plan
IASC CT	Inter-Agency Steering Committee Country Team
IASC EOC	Inter-Agency Steering Committee Emergency Operations Cell
IASC	Inter-Agency Steering Committee
ICRC	International Committee of the Red Cross
IFRC	International Federation of the Red Cross
IM	Information Management
INGO	International Non Governmental Organisation
IOM	International Organisation for Migration
IRC	International Rescue Committee
MIMU	Myanmar Information Management Unit
MoSWRR	Ministry of Social Welfare, Relief and Resettlement
LNGO	Local Non – Governmental Organisation
LRC	Local Resource Center
NDPCC	National Disaster preparedness Central Committee
NFI	Non- Food Items
NGO	Non Governmental Organisation
OCHA	Office for the Coordination of Humanitarian Affairs
RC	Resident Coordinator
RRD	Relief and Resettlement Department
SPDC	State Peace and Development Council
UNCG	United Nations Communications Group Myanmar
UNDAC	United Nations Disaster Assessment and Coordination
UNDMT	United Nations Disaster Management Team
UNDP	United Nations Development Programme
UNDSS	United Nations Department of Safety and Security
UNESCO	United Nations Education, Social and Cultural Organisation
UNFPA	United Nations Population Fund
UNHC	United Nations Humanitarian Coordinator
UNHCR	United Nations High Commission for Refugees
UNIC	United Nations Information Centre
UNICEF	United Nations Children’s Fund
UNOCHA	United Nations Office for the Coordination of Humanitarian Affairs
UNRC	United Nations Resident Coordinator
UNRC/HC	United Nations Resident Coordinator / Humanitarian Coordinator
WFP	World Food Programme
WG	Working Group
WHO	World Health Organisation