Republic of VANUATU
March 2011/ March 2012

LOGISTICS
CONTINGENCY PLAN

With the Participation of:

- Airport Vanuatu
- Australian High Commission
- Care International
- The Vanuatu Customs and Quarantine Department
- French Embassy
- Ifira Port Development Services
- Maps Office (land Department)
- NDMO
- New Zealand High Commission
- Oxfam
- Peace Corps
- Police Service Commission
- Port Authorities
- Save the Children
- UNICEF
- Vanuatu Red Cross
- Weather and Geo-Hazards Office
- WFP
- World Vision International

CONTENTS

1 Methodology: 4

2 Vanuatu Logistics Cluster (VLC) 4

2.1 Objective 4

2.2 Logistics Cluster Terms of Reference (ToR's) 4

2.3 Role of Lead Agency 5

2.4 Vanuatu Logistics Cluster members and proposed structure 5

3 Risk Analysis 6

4 Scenarii 8

4.1 Scenario 1: Localized floods in TORBA Province 8

4.1.2 Context 8

4.1.3 Concept of Operation (ConOps) 8

4.1.4 Responsibilities per Phase: 10

4.2 Scenario 2: Cyclone Cat 4 in TAFEA province 11

4.2.2 Context 11

4.2.3 Concept of Operation (ConOps) 12

4.2.4 Responsibilities per Phase: 13

4.3 Scenario 3: Earthquake and subsequent Tsunami affecting SANMA/ PENAMA and MALAMPA Provinces 14

4.3.2 Context 14

4.3.3 Concept of Operation (ConOps) 15

4.3.4 Responsibilities per Phase: 17

5 Minimum Preparedness Measures: 18

INTRODUCTION

The Republic of Vanuatu has been rated as the highest disaster prone country in the South Pacific. There are many reasons for that, namely its geographical background –Vanuatu is located on the Ring of Fire-, the isolation and remoteness of islands and villages, and the limited resources to counter disaster situations in a timely manner.

Every time a disaster hits Vanuatu not only it has an impact on the directly affected populations, causing human suffering, loss of properties and livelihoods but also, on a longer term, on the economic growth of the affected area and more largely, on the whole country.

It is the responsibility of the Government through its National Disaster Management Office (NDMO) to ensure that systems and processes are in place to bring appropriate, rapid and efficient support to the population affected by a disaster, either natural or man-made.

Vanuatu, like many of its neighbor's sister islands is composed of many islands, some of them inhabited by no more than 19 people and others 65000 people. All of them deserved to be helped in hard times such as after a disaster hits. However, a lot of steps need to be taken before Vanuatu can access the full capacity of intervening and helping everyone, everywhere in its country due to the difficulties faced in addressing major logistical constraints.

The 2011 cyclone season, with three significant cyclones hitting the country, has highlighted fundamental issues that need to be addressed to improve logistics and preparedness issues.

The purpose of this Logistics Contingency Plan is to help the NDMO defining the contingency scenarii, the coordination mechanisms, and setting up logistics systems and processes both in Preparedness and in Response, to strengthen the National Disaster Response Plan and further improve the support brought to the affected populations in times of disasters.

Therefore, this Logistics Contingency Plan supports the set-up of a Vanuatu Logistics Cluster (VLC), composed by members from Government agencies, UN agencies, Red Cross Movement, and Non Government Organization's (NGO). This Logistics Cluster is led by the NDMO and it is recommended that the NDMO is supported by co-leads.

This initiative falls under a wider review of the Government over its disaster response capacity as it also recently approved the new structure of the NDMO. Similar approach has been established recently in other sectors such as Water Sanitation and Hygiene (WASH) and Education.

1 METHODOLOGY:

The World Food Programme (WFP) came into the Pacific under its Lead Logistics Cluster mandate at the global level, at the request of the Pacific Humanitarian Team (PHT) and in order to support the NDMO in Vanuatu in defining systems to address the logistics issues.

The first step of this support was a Logistics Capacities Assessment (LCA) in Vanuatu conducted mainly at the national level. As we will see later on, a similar process will need to be carried out at the provincial/ communal level.

This LCA combined with both the 2010-2011 cyclone season and an in-depth review of existing contingency plans from UN agencies, NDMO, NGO's and private sector (see bibliography in annex) highlighted the gaps within the logistics both in terms of capacities and in terms of systems and coordination to respond
These identified gaps have been discussed and largely confirmed through consultations with the main actors of disaster responses (including the Meteorological Office and the Geo-Hazard Office) in Vanuatu and therefore defined the basis of this LCP.

Three potential scenarii of disasters hitting Vanuatu -and not only in cyclone season time- compose the backbone of the document: Floods in TORBA, Cyclone in TAFEA and Earthquake/Tsunami in SANMA/ PENAMA and MALAMPA provinces.

The LCP looks at what is in place, where are the gaps, who is involved, what role and responsibilities can be taken by whom to ensure that the worst-case scenario is planned, mechanisms defined, and coordination effective as much as possible.

The population figures are taken from the 2009 Vanuatu Census.

2 VANUATU LOGISTICS CLUSTER (VLC)

2.1 OBJECTIVE

The VLC strives to build up inter-agency interaction and collaboration to enhance predictability, timeliness and efficiency of the logistics response and meet beneficiaries' needs. VLC identifies and addresses logistics gaps, bottlenecks and duplication in humanitarian operations and ensures that they are appropriately addressed.

2.2 LOGISTICS CLUSTER TERMS OF REFERENCE (TOR'S)

Vanuatu Logistics Cluster may not necessary cover all the activities listed below but activities will be identified based on the needs of humanitarian actors and in line with the Vanuatu National Disaster Response Plan.

The VLC proposed will be led by the NDMO and supported by co-leads in the non-government sector. This combination will ensure effective liaison between the cluster and the NDMO (and by extension to the NDC and further up Vanuatu Authorities) and good coordination mechanisms between all agencies involved in disaster preparedness and/or response.

VLC by no means substitutes agencies own logistics, but is there to cover gaps as stated in the Logistics Cluster Objective.

The VLC purpose is: to support the NDMO in coordinating Logistics activities both in times of Preparedness and Response.

The VLC responsibilities are:

- Ensure adequate **logistics preparedness** through inter-agency maintenance of common logistic and operational plans.
- Strengthen partnerships between national authorities, national and international NGO's, the Red Cross Movement, UN agencies, donors and other stakeholders.
- Formalise existing logistics coordination mechanisms among humanitarian actors, local and national authorities and private enterprise.
- Collect, analyze and disseminate logistics information within the Cluster, and across the wider humanitarian community.
- Co ordinate the allocation and operations of transport assets during an emergency and link members with service providers.
- Co-ordinate and track the movement of relief items.
- Promote/support training of staff to strengthen the capacity of the national authorities and humanitarian actors.
- Gather and share logistics capacity information amongst the humanitarian community
- Provide a platform to exchange information to be better able to make decisions to improve strategic coordination and identify and clear logistical bottlenecks.
- Promote/support training of staff to strengthen the capacity of the national authorities and humanitarian actors.

2.3 ROLE OF LEAD AGENCY

It will be the role of the cluster lead (NDMO) to:

- Provide a staff member to act as the logistics cluster coordinator, responsible for the overall running of the operational response: The NDMO Operational Manager
- Update the LCP, review it, and update it according to what arises.
- Ensure baseline data collection needed to improve its efficiency are collected and populated in the documents
- Provide a location for logistic and support cluster meetings. This could ideally be located within NDMO

2.4 VANUATU LOGISTICS CLUSTER MEMBERS AND PROPOSED STRUCTURE

VLC Chair	: Ministry of Internal Affairs
VLC Lead	: NDMO
VLC Co-lead	: Oxfam Vanuatu/ UNICEF
VLC Coordinator	: NDMO Operation Manager
Members	: NDMO Senior Officers (x4) Telecommunications Commission Regulation Office Air Vanuatu Operation Manager Harbour Master Ifira Stevedoring Director Mapping – Dept of Lands Chief Statistics Officer Police (JPOC) NGO's (Oxfam, Care, Save the Children, World Vision, ADRA…

Red Cross Movement (Vanuatu, French, Australian, International Federation)
Peace Corps
Donors (AusAID, NZAID, French Embassy, UE..)
UN agencies (UNICEF, UNOCHA)
Customs Principal Officer
Weather and Geo-Hazard offices

3 RISK ANALYSIS

A mapping of the main threats over the country has been undertaken as part of the LCA. This section outlines the main different hazards/threat to the Republic of Vanuatu.

- Cyclones
- Earthquakes
- Surge/ waves
- Volcanoes
- Floods
- Drought

Based on that, and on the recent disaster history of the country, three scenarii have been ranked in regards to their likelihood and impact through a Risk Analysis Table (see below).

The likelihoods of these scenarii have been submitted, evaluated, and corrected, when necessary, by both the Meteorological office and Geo-Hazard Offices' expertise.

These three potential scenarii of disasters hitting Vanuatu -and not only in cyclone season time- compose the backbone of the document: Floods in TORBA, Cyclone in TAFEA and Earthquake/Tsunami in SANMA/ PENAMA and MALAMPA provinces

IMPACT/ Likelihood	**Minor**	**Moderate**	**Major**	**Extreme**
Almost certain				
Likely		**Scenario 1- Floods in Torba**	**Scenario 2 - Cyclone in Tafea**	**Scenario 3 – Earthquake/ Tsunami**
Possible				
Unlikely				

4 SCENARII

4.1 SCENARIO 1: LOCALIZED FLOODS IN TORBA PROVINCE

- This scenario is likely to happen with moderate impacts (refer to risk matrix)
- Trigger of the emergency scenario: Proximity of a cyclone currently CAT 3, moving South from neighbor Solomon Islands to Fiji, triggers heavy rainfalls on the Torba Province especially the Banks Islands.
- The period during which the emergency Humanitarian assistance may be required is 2 months

4.1.2 Context

The heavy rainfalls, consequence of the proximity of a cyclone CAT 3, have affected the entire Torba Province, but especially the Bank Islands. Based on the 2009 census, the province has 9372 inhabitants but these figures are put in questions, and we will consider that around 9000 people are affected.

The logistics capacities being extremely small it can be assumed that the disaster is not going to impact them dramatically. Bad weather in the following days will remain a constraint in regards to the access issue. The local and provincial authorities cannot cope with a disaster this size. Recent disasters showed that a cluster approach was quite effective in Vanuatu and recent developments in this direction should increase coordination and efficiency. A disaster response in such remote area will require that logistics assets, information and needs are shared and dealt in a coordinated manner to ensure efficiency of the response overall but also to ensure that there is no waste in resources.

<u>The direct impacts of these rainfalls are:</u>

- Major impacts on crops and subsequent harvesting. Likelihood of major or total destruction
- Traditional housing badly affected.
- Local economy at risk (prices pushed up)
- The lack of revenues will be an issue in regards to school fees

<u>The Potential subsequent hazards are:</u>

- Landslides in these volcanic areas could be an additional risk in the coming weeks as the rain will keep falling.
- Health outbreaks (to monitor)

<u>Needs:</u>

- Food supplies (probably to organize around week 3)
- Chlorine tablets
- Seeds and tools/ seedlings

4.1.3 Concept of Operation (ConOps)

<u>Existing logistics capacities:</u>

- Air Strip in Sola (Vanua Lava) and Mota
- HCT Staffs and Volunteers Consider FRANZ transport and relief supplies option
- Shipping possibilities from Port Vila and Santo

<u>Gaps:</u>

- No reliable baseline logistics data at local level (transport capacities, availability of boats, storage options, …)

Bottlenecks and logistics issues

- Not many transport assets available will put organisations in competition to access them if no coordination
- No appropriate wharves for big shipment landing. Unloading to smaller boats is very likely
- No storage capacities known in affected areas
- Very rare inland roads

Proposed solution from VLC

- Coordination of transport assets to affected area for agencies and clusters in Port Vila (use of Cargo Movement Request (CMR))
- Facilitation of transport planning to reach destination on distribution day
- Consolidated inter-agency Information Managements products will be disseminated on a regular basis to ensure that all involved organisations have access and knowledge of the wider situation affecting the logistics, to aid planning and decision-making in their respective organisations and clusters.

4.1.4 Responsibilities per Phase:

Alert Phase
Mobilization phase
Response Phase

VLC COORDINATOR

Check alternatives telecommunications systems
Alert all actors of cluster activation in stand by
Inform people part of the assessment teams to be on stand by
Activation of the Log Cluster in Vanuatu
Initiate and maintain contacts with affected areas/ assessment team
Update Log Cluster Response Plan according to coming data
Collect additional data from assessment team through telecom system
Coordinate creation of specific needs maps through NDMO
Collect Logistics need of other clusters/ organisations

INFORMATION MANAGEMENT

Update contacts details for Sat phones/ HF and VHF
Prepare operational room (maps, radio, contact details, white boards etc..)
Ensure logistics data are readily available
Ensure protocols for telecommunications are known by all
Update contact list along arrival of external players
Check weather forecast for sea conditions with the MET Office and inform stakeholders
Circulate Logistics Sitrep
Ensure creation of maps fitting with needs assessment data collected

TRANSPORT COORDINATION

Ensure the wharf is evacuated from boats to avoid collision and subsequent wharf blockage
Contact suppliers and transporters to inform of preparation phase
Organise transportation for assessment teams for day 1
FAMILIARIZE AGAIN WITH THE LOGISTICS PLAN
Coordinate departure of assessment team
Check on boat and air transport availability for the next few days
Collect information about international coming shipments
Organise customs clearance and tax exemptions for incoming shipments
Support other clusters/ organisations in volume and weights calculations if required
Organise shipment according to needs and priorities for all clusters (CMR)
Organise appropriate storage solutions if required

4.2 SCENARIO 2: CYCLONE CAT 4 IN TAFEA PROVINCE

- This scenario is likely to happen with major impacts (refer to risk matrix)
- Trigger of the emergency scenario: A cyclone currently CAT 4, is about to pass over the TAFEA Province (between Tanna and Erromango). It is then expected to head straight for New Caledonia to pass over Lifou and then Grande Terre, reaching a CAT 5 category.
- The period during which the emergency Humanitarian assistance may be required is 4 months

4.2.2 **Context**

Initial assessments show that the whole island of Tanna has been badly affected as well as Erromango. Aniwa is totally destroyed. Despite the strength of the cyclone and due to its trajectory Aneityum and Futuna reported a few minor damages. Around 31000 people are affected.

The disaster will mainly impact logistics capacities in Tanna as they were extremely small already in Aniwa and Erromango. Therefore, the existing data available will need to be re-assessed and confirmed.
Major sea swells reported up to 5m have totally lashed the shore and the small fishing industry there (mainly familial) is completely lost. This also severely damaged the coastal road from Green Point and Loanatom which is hardy practicable

<u>Impacts</u>

- Major impacts on crops and subsequent harvesting.
- Shelter is a major concern as heavy rainfalls are predicted for the next 10 days at a minimum.
- Local economy at risk (prices pushed up)
- The lack of revenues will be an issue in regards to school fees.
- Landslides combined with escaped livelihoods that found themselves dead have polluted the water sources (confirmed by the technical WASH assessment) mainly on Erromango and Middle Bush. Water treatment options will have to be considered.
- In addition of the potential water-born diseases, the rain created a paradise for mosquitoes.

<u>Potential subsequent hazards</u>

- Spread of diseases is to be closely monitored.
- Further landslides
- Others?
- A major procurement of tools in Port Vila could impact the local economy as well as empty the stocks for normal activities.

<u>Needs:</u>

- Food supplies (probably to organize around week 2 for Lenakel and week 3 onwards for the other places)
- Water and Sanitation (Water treatment plants)
- Shelter
- Seed and seedlings

4.2.3 Concept of Operation (ConOps)

Existing Logistics Capacities:

- 2 Air Strip in Erromango (Ipota and Unpongkor)
- 1 Air strip in Lenakel (to be assessed)
- 1 Air strip in Aniwa (Isavai) (to be assessed)
- HCT / Provincial and CDC staffs and Volunteers (numbers to confirm)
- Shipping possibilities from Port Vila to TAFEA Province
- Local transports
  - Authorities trucks and lorries
- Communication devices (police Radios, Satellite phones from organisations, et..)
- Consider FRANZ transport and relief supplies option also considering that New Caledonia will very likely been severely impacted as well and that military options might be prioritized in country

Gaps

- No reliable baseline logistics data at local level (transport capacities, availability of boats, storage options, …)
- Current stockpiles in country insufficient => import (shelters kits, Mosquito nets, tarpaulins, water treatment system…? etc..).

Bottlenecks and logistics issues

- Not many transport assets available will put organisations in competition to access them if no coordination
- Likelihood that entry points (wharves and airstrips) are badly affected or destroyed.
- No storage capacities known in affected areas
- Inland roads severely damaged and impracticable and generally inland movements likely to be rare and not extremely efficient.
- Very close coordination needed with distribution organisations, as delivery should happen on the distribution day if no available storage.

Proposed solution from VLC

- Coordination of transport assets to and within affected area for agencies and clusters in Port Vila (use of Cargo Movement Request (CMR))
- Set up of 2 logistics hubs:
  - In Port Vila (Customs advice and support/ Coordination around storage and transport mainly /IMT)
  - In Lenakel (Coordination around main services/IM/ facilitation of receipt and dispatch)
- Facilitation of transport planning to reach destination on distribution day
- Consolidated inter-agency Information Managements products will be disseminated on a regular basis to ensure that all involved organisations have access and knowledge of the wider situation affecting the logistics, to aid planning and decision-making in their respective organisations and clusters.
- Common storage services will be facilitated to the organisations only at the hubs. If it is convened that distributions should be carried out all together at once (or as much as possible), the Log Cluster could look at transit storage option on sites. Otherwise, each organization will be in charge of its own storage arrangement. Handling will be provided through daily labor. Security will be arranged through the Government
- Options to request Air Vanuatu planes will be sought through the Government when external support will be sought from FRANZ partners.

4.2.4 Responsibilities per Phase:

Alert Phase
Mobilization phase
Response Phase

VLC COORDINATOR
Check alternatives telecommunications systems
Alert all actors of cluster activation in stand by
Inform people part of the assessment teams to be on stand by
Activation of the Log Cluster in Vanuatu
Initiate and maintain contacts with affected areas/ assessment team
Update Log Cluster Response Plan according to coming data
Collect additional data from assessment team through telecom system
Initiate set up of Lenakel hub
Coordinate creation of specific needs maps through NDMO
Collect Logistics need of other clusters/ organisations
INFORMATION MANAGEMENT
Update contacts details for Sat phones/ HF and VHF
Prepare operational room (maps, radio, contact details, white boards etc..)
Ensure logistics data are readily avalable
Ensure protocols for telecommunications are known by all
Update contact list along arrival of external players
Check wheather forceast for sea conditions with the MET Office and inform stakeholders
Circulate Logistics Sitrep
Ensure creation of maps fitting with needs assessment data collected
TRANSPORT COORDINATION
Ensure the wharf is evacuated from boats to avoid collision and subsequent wharf blockage
Contact suppliers and transporters to inform of preparation phase
Organise transportation for assessment teams for day 1
FAMILIARIZE AGAIN WITH THE LOGISTICS PLAN
Coordinate departure af assessment team
Check on boat and air transport availability for the next few days
Collect information about international coming shipments
Organise customs clearance and tax exemptions for incoming shipments
Support other clusters/ organisations in volume and weights calculations if required
Organise shipment according to needs and priorities for all clusters (CMR)
Organise appropriate storage solutions if required

4.3 SCENARIO 3: EARTHQUAKE AND SUBSEQUENT TSUNAMI AFFECTING SANMA/ PENAMA AND MALAMPA PROVINCES

- This scenario is possible to happen with extreme impacts (refer to risk matrix)
- Trigger of the emergency scenario: An earthquake measuring 8.0 depth 9km hit 25km south of Ambae, right at the crossroads of PENAMA, SANMA and MALAMPA Province. It then generated a tsunami almost immediately (between 4 and 6 min before reaching shores)
- The population have had little or no warning time
- The period during which the emergency Humanitarian assistance may be required is 6 months

4.3.2 **Context**

The three provinces bordering the epicenter of the earthquake are directly concerned by both the earthquake and the subsequent tsunami. This represents around 67000 people. All areas have not been affected the same way some directly impacted by the tsunami when others in traditional building and on the opposites coastal areas have very little damage to report.

The first logistics impact of such a disaster (without omitting the loss of lives) would be on infrastructures. It has to be expected that the building and operational capacities have been harmed by the initial earthquake.
It is also clear that the port, by definition on the "front line" will be severely damaged if not totally destroyed.

A similar situation is likely to be found on all affected islands therefore impairing the capacities to reach anywhere. The role of the already present organisations on the ground to quickly assess the access/ transport/ storage capacities will be a determining factor in the next response phase.
Consequently the initial assessments will have to include a specialist in logistics to assess the various access options. This point will be the crucial and central point to the coming logistics response

Also, this event would happen right in the middle of populated areas. So unlike previous scenarii, this one would oblige the response to be carried out in many places at once urgently and for large scale affected populations. That will also imply a good level of coordination between the National authorities and the provincial authorities.
According to the Geo-hazards either or not such an earthquake would directly impact on the trigger of an active volcano is an on-going debate. Therefore this is not included in this plan but it could happen.

Also, unlike the 2 previous scenarii, this one will not allow any preparation and alerts a few days before and therefore all actions will have to be triggered immediately, requesting an even stronger coordination and knowledge of the plan.

It is important to mention that the humanitarian organisations and the Government do not have sufficient levels of emergency stockpiles in the country – (mostly of what is hold is by UNICEF in Port Vila and Red Cross in outer islands). Therefore, a fair quantity of relief items will be sourced and imported from outside the. This will need to be addressed as a crucial issue both in Port Vila as well as in the affected areas.

Finally, if the response is considered for 6 months, it is very likely that it will extensively use logistical assets of most of the country's availability. It is therefore important, as part of the response

mechanisms, to consider windows of opportunities for other islands to be able to access logistics assets (mainly transport) to carry on their usual replenishments.

Impacts

- Major impacts on infrastructures close to the epicenter, mainly in Luganville.
- Major impacts on livelihoods
- Major impacts on crops and subsequent harvesting.
- Local economy at risk (prices pushed up)
- Water systems severely disrupted, mainly in Luganville
- In addition of the potential water-born diseases, the rain created a paradise for mosquitoes.
- Affected populations have found refuge in the heights but are spread around.

Potential subsequent hazards

- Landslides
- Aftershocks
- Spread of diseases

Needs

- Food supplies sought for 3 months of delivery:
- Water and Sanitation (Water treatment plants)
- Shelter

4.3.3 Concept of Operation (ConOps)

Existing Logistics Capacities:

- Airport in Luganville (to be assessed)
- Airstrips in Maewo, Pentecost, Ambae, Ambrym Malakula and Santo to be assessed
- HCT/ provincial Staffs and Volunteers (numbers to confirm)+ potential International HR assistance
- FRANZ transport and relief supplies option
- Shipping possibilities from Port Vila
    - Time Brisk (2 landing crafts (LC Brisk and LC Tina 1) total capacity: 4,5T)
    - LC Sarafenu
    - Dinh and MV Kilian
    - MV Sowides
    - Others?
- External supplies assistance
- Communication devices (compile list)

Gaps to fill

- Cargo transport will be a major issue as the ones located in Luganville have probably been affected. Need to have all ships available on board.
- Transport in land
- Availability of relief goods
- Availability of clearing materials/ vehicles
- Telecommunications systems
- Formalize transport options ahead of the cyclone season: boats chartering process, involvement of the Government to facilitate implication of private sector, Air Vanuatu planes requests)

Bottlenecks and logistics issues

- Not many transport assets available will put organisations in competition to access them if no coordination
- Likelihood that entry points (wharves and airstrips) are badly affected or destroyed. Therefore enormous pressure of the remaining ones
- No storage capacities known in affected areas
- Inland roads severely damaged and impracticable and generally inland movements likely to be rare and not extremely efficient.
- Also it is to expect a large number of unsolicited items being sent in. That could impact the already restrained port capacities both in terms of storage and handling.
- Power supplies severely affected in Luganville

Proposed solution from VLC

- Coordination of transport assets to and within affected area for agencies and clusters in Port Vila and Luganville (use of Cargo Movement Request (CMR))
- Set up of 2 logistics hubs:
    - In Port Vila (Customs advice and support/ Coordination around storage and transport mainly /IMT)
    - In Luganville (Coordination around main services/IM/ facilitation of receipt and dispatch)
- Facilitation of interisland transport
- Consolidated inter-agency Information Managements products will be disseminated on a regular basis to ensure that all involved organisations have access and knowledge of the wider situation affecting the logistics, to aid planning and decision-making in their respective organisations and clusters.
- Common storage services will be facilitated to the organisations only at the hubs. If it is convened that distributions should be carried out all together at once (or as much as possible), the Log Cluster could look at transit storage option on sites. Otherwise, each organization will be in charge of its own storage arrangement. Handling will be provided through daily labor. Security will be arranged through the Government.
- If not available, temporary storage solutions will be sourced from external partners.
- Options to request Air Vanuatu planes will be sought through the Government when external support will be sought from FRANZ partners.
- Provision of logistics advice to authorities in regards to prioritization of arriving items (Relief Vs Non-solicited)
- The logistics person part of the assessment team will stay in Luganville once visited the affected areas. That will allow him to coordinate logistics action on site as well as meeting private companies, mapping capacities left, finding storage places etc, for the operation coming. This person will have to be experienced with big scale disaster management.
- Facilitate provision of emergency power supplies (generators) as requested

4.3.4 **Responsibilities per Phase:**

Mobilization phase
Response Phase

VLC COORDINATOR(s) Vila/ Luganville
Activation of the Log Cluster in Vanuatu
Coordinate alternative communications to centralize information
Contact logistician part of the assessment team to be ready to go and stay over to implement Luganville base
Liaise with MAP Office to access detailed maps of the affected areas.
Collect additional data from assessment team
Update Log Cluster Response Plan according to coming data
Seek Government Air Capacities activation
Coordinate with HTC activation of their external resources/ stocks
Liaise closely with other Cluster coordinators and Government agencies to prioritize incoming shipments (including non-solicited items)
Set up Logistics hub In Luganville
Initiate contacts with main actors in Luganville
Collect Logistics need of other clusters/ organisations
INFORMATION MANAGEMENT
Ensure logistics data are readily available.
Request info from HCT/ Update and circulate contact list along arrival of external players
Check wheather forceast for sea conditions with the MET Office and inform stakeholders of Logistics impacts
Coordinate creation of specific needs maps through NDMO
Circulate Logistics information Sitreps
Ensure creation of maps fitting with needs assessment data collected
Support other clusters/ organisations in volume and weights calculations if required
TRANSPORT COORDINATION
Contact suppliers and transporters to inform of preparation phase
Organise transportation for assessment teams for day 2
Coordinate departure af assessment team
Check on boat and air transport availability for the first few days
Collect information about international coming shipments
Organise customs clearance and tax exemptions for incoming shipments
Organise shipment according to needs and priorities for all clusters (CMR)
Organise appropriate storage solutions if required

5 MINIMUM PREPAREDNESS MEASURES:

ACTIVITY	DUE BY	RESPONSIBLE
Identify a Logistics person to join the initial assessment team (this person should NOT be the Log Cluster coordinator)	End of March	VLC Coordinator/HCT
Suggest and agree on the standardized/synchronized reporting formats with/to all the clusters/organisations; Stock report format (if the one attached does not suit you) Items to be included with specifications, weight and volumes if some important ones are missing in the proposed one Logistics Assessment information to gather following a disaster (can be based on LCA model) Warehouse capacity report format (if the one attached does not suit you)	End of March	WFP/ NDMO Operation Manager
Map number and type of trucks/ pick up and boats available with the companies and within the communities in each districts/province Especially shipping options from Port Vila to Santo	Mid-April	NDMO DRR Officer / HCT per province
Empty full mail and messages boxes to make the NDMO contactable	Mid-April	NDMO
Advise clusters/ organisations/ donors of the price ranges for the transportation in the private sector. At national level At local level	Mid-April	NDMO research and planning officer/ HCT per province
Map storage solutions/ central locations at local level Through existing organisations present on the ground Through provincial authorities	Mid-April	NDMO DRR Officer/ HCT per province
Discuss and agree with the NDC/ Government the Response Plan details.	April	VLC Chair and Co-chair
Identify open space land owners (private or Governments) where a camp could be set up.	Mid-May	VLC Coordinator
Collect logistics information from all the clusters/organisations in the uniform formats. Populate the forms agree on (stocks, storage, etc..) Ensure that all fields are filled to ensure automatic calculations to be effective	End of May	NDMO Planning and Research Officer
Identify potential seedlings providers in country: their quantities their capacities their locations their seasonalities Their weight and volumes	End of May	VLC Coordinator/ Agri Cluster/ French Embassy
Ensure HF and VHF Frequencies of organisations are mapped and shared	May	Oxfam/ Telecom

		Regulator/ WHO
Consolidate reports and share with the humanitarian community.	End of June	VLC Coordinator
Update LCA on a regular basis - Especially before the cyclone season	On going	NDMO DRR Officer/ HCT per province/ Oxfam
Review/ update agreement with the Government on the fast-track importation.	July	RC Log officer/ Custom authorities
Prepare/ finalise/ endorse agreement between NDMO and transporters	July	VLC Coordinator/ Public Utility Department/
Advise clusters/ organisations/ donors the price ranges for rice and tools from wholesale suppliers.	September	NDMO Planning and Research Officer/
Update organisations and clusters' contact details including logisticians network in the country.	October	VLC Coordinator/HCT
Agree with Government procedures to request Air Vanuatu planes and/or access to Government vehicles in affected areas.		VLC/ Air Vanuatu operation Manager
Define with FRANZ partners the minimum requirements needed to do an official request for military assets assistance	Mid-April	VLC Coordinator/ FRANZ partners

In order to support The Government decentralization initiative, the information collected should, as much as possible, and where the structures are in place, follow the following path to reach the NDMO.
That will also ensure that the information, not only are collected, but also owned by the different authorities along the line

As much as possible and also to ensure that the information collected reach destination and can be analyzed, a direct link will also be established between Local level and National level within the HCT itself.

BIBLIOGRAPHY:

- Logistics Capacity Assessment Vanuatu (LCA): World Food Program January to March 2011
- The National Disaster Response Plan of the Government of Vanuatu.
- The contingency plans of INGO's:
    - ADRA
    - CARE
    - OXFAM
    - WORLD VISION
    - Not consulted: Vanuatu Red Cross
- The Contingency plan of the UN agencies present in the country
    - UNICEF
- The Contingency plans of some of the main actors in the private sector
    - UNELCO
- Other publications
    - The Inter Agency Contingency Planning Guidelines For Humanitarian Assistance
    - The NDMO draft "GAUA Volcano Evacuation Contingency plan"
    - The Solomon Islands National Disaster Risk Management Plan

ANNEX 1

At present there are 19 Organizations participating in the Vanuatu Logistics Cluster (VLC):

LOGISTICS CLUSTER CONTACT LIST

Organization	Name	Function	E-mail	Phone
ADRA	Mr David Cram	Country Director	dcram@adra.org.vu	67825500
Airport Vanuatu Limited	Mr Kevin Dick Abel	General Manager Operation	kevin.abel@airports.vu	6785547402
Australian High Commission	Mr Patrick Haines	Procurement and Operations Manager	patrick.haines@ausaid.gov.au	6787747978
CARE International	Mrs Florence Le Paulmier	Project Manager	Florence.LePaulmier@careint.org	6785438310
Customs office	Mr Toman Malosu	Principal Officer	tmalosu@vanuatu.gov.vu	678 22862
French Embassy	Michel Epron	First Counsellor	michel.epron@diplomatie.gouv.fr	678 28700
Ifira Port Development Services	Mr Bo Sameulson	General Manager	gm@ifira.com.vu	6787774330
Maps office (land Deprtament)	Nalo Tosso	Senior Remote Censing & Mapping officer	ntosso@vanuatu.gov.vu	678452933
NDMO Vanuatu	Job Esau	Director	jesau@vanuatu.gov.vu	6787748993
NDMO Vanuatu	ON GOING RECRUITMENT	Operations Manager		6787748995
NDMO Vanuatu	Peter Korisa	Research and Planning Officer	pkorisa@vanuatu.gov.vu	6787748994
NZAID	Jimmy Nipo	Dvpt Program Coordinator	jimmy.nipo@mfat.govt.nz	67852340
OXFAM	Alex Mathieson	Country Director	amathieson@oxfam.org.au	6785398829
PEACE CORPS	Mr. Eddie Stice	Director	estice@vu.peacecorps.gov	678 5543057
Port Authorities	Captain Luke Biendi	Director	lbiendi@vanuatu.com.vu	6787756048
Save the Children, Australia	Nichola Krey	Country Director	nichola.Krey@sca.org.vu	6787719301
UNICEF	May Pascual	Chief of Office	mapscual.unicef@gmail.com	6787745305
UNICEF	Emily Niras	Warehouse Responsible	eniras.unicef@gmail.com	67824655
UNICEF	Patrick Shing	Monitoring & Evaluation Officer	pshing@unicef.org	67824655
Vanuatu Red Cross	Augustine Garae	DM Officer	disaster-redcross@vanuatu.com.vu	
Vanuatu Red Cross	Romain Estebe	Volunteer	romainestebe@hotmail.com	6785693366
Weather Bureau	Fred Jockley	Weather Forecast first officer	fjockley@meteo.gov.vu	
World Vision International	Mr. Simon Boe	Director	simon_boe@wvi.org	67822161
World Vision International	Mrs Janet Strong	Operational Manager	janet_strong@wvi.org	67822161