

## Inter-Agency Meeting Minutes

Meeting: 23rd August 9-11am NEOC

Date:	23rd August 2017
Time:	9am - 11am
Chairperson	Acting Director NDMO - Peter Korisa
Agenda:	<ol style="list-style-type: none"> <li>1. Welcome</li> <li>2. VMGD Forecast updates</li> <li>3. Country Preparedness Package</li> <li>4. TC Donna Lessons Learnt Report</li> <li>5. Needs Assessment Working Group TOR</li> <li>6. Van2017 Pacific Contingency Plan</li> <li>7. Any other Business</li> </ol>
- Previous Meeting Minutes	- All actions from previous minutes have been completed
- VMGD Forecast updates	<ul style="list-style-type: none"> <li>- In the month of May the rainfall was above normal</li> <li>- In June the Rainfall was in Average</li> <li>- In July the rainfall was below normal</li> <li>- For the past three months Vanuatu has a normal sea surface temperature.</li> <li>- Rainfall Forecast for the Next three months is predicted to be below normal to normal in the period of September to November 2017</li> <li>- See presentation from VMGD for further information</li> </ul>
- Country Preparedness Package	<ul style="list-style-type: none"> <li>- Greg welcomes the UNOCHA for the Support they are providing to the government on the contingency planning workshop.</li> <li>- Thank you to NDMO from Scoping planning missions to prepare and plan the Workshop that will happen in end of October.</li> <li>- The CPP Phase 1 document is being finalised and will be made available through emails and upload into NDMO website for anyone will access.</li> <li>- The CPP 1 is more an operational phase-               <ol style="list-style-type: none"> <li>1. The disaster Impact model</li> <li>2. Needs and capacity assessment</li> <li>3. CASELOAD ( WHO are we trying to help)</li> <li>4. Target CASELOAD</li> </ol> </li> </ul> <p>Discussions</p> <ul style="list-style-type: none"> <li>- Workshop involving partners on the 25th &amp; 26th of October 2017</li> </ul>

	<ul style="list-style-type: none"> <li>- Funding for around 50 participants of which 10 will come internationally. There is some funding to bring people from the Provinces to attend.</li> <li>- FSAC Rep informed all that the Food Cluster have a National contingency plan and have even gone further to develop and establish a provincial contingency.</li> <li>- Education Cluster Rep states that Save the Children is currently working with the Ministry of Education to develop their Contingency Plan and in the process of completion.</li> <li>- DFAT Rep: <ul style="list-style-type: none"> <li>- It is Important to let NDMO to lead and coordinate the activities for these Contingency planning and keep in mind that we are heading towards cyclone season we do not overload anyone.</li> </ul> </li> </ul> <p><b>ACTION:</b> All clusters and partners to note the workshop dates of 25 &amp; 26th October 2017.</p>
<ul style="list-style-type: none"> <li>- TC Donna Lessons learned Report Discussions</li> </ul>	<ul style="list-style-type: none"> <li>- A Summary of the TC Donna Lessons Learnt Workshop was provided</li> <li>- Some of the recommended actions in the document are already underway</li> <li>- There is an M&amp;E table in the document. This will be reviewed each inter cluster meeting to monitor progress.</li> </ul>
<ul style="list-style-type: none"> <li>- Needs Assessment working group TOR</li> </ul>	<ul style="list-style-type: none"> <li>- One of the recommendations from the Lessons Learned report is the improvement of Assessment process. TC Donna was a really good example of some parts that worked well and some that didn't.</li> <li>- ATOR for the Needs Assessment Working Group is in draft</li> <li>- Each Cluster is to provide an active representative to join the working group</li> </ul> <p>Discussions</p> <ul style="list-style-type: none"> <li>- Good initiative and Shelter Cluster supports it</li> <li>- The objective of the Needs and Assessment working group was questioned by DFAT representative. Clarification was provided by NDMO.</li> <li>- Its will help to harmonise assessment cycle, from the collection of information to information analysis and to work within specified time-frame</li> <li>- If clusters work together on the TOR, it will lessen the challenges faced but the logistics team</li> </ul> <p><b>ACTION:</b> Each Cluster is to nominate an active representative to join the working group.</p>

<ul style="list-style-type: none"> <li>- Van2017 Pacific Contingency Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Given that <ul style="list-style-type: none"> <li>- Vanuatu is the world's most at risk country for Natural Disaster</li> <li>- Cyclone season is November 2017 - April 2018</li> </ul> </li> <li>- A Security Team for the Van2017 Pacific Mini Games has been formed, where NDMO is the Vice Chairman</li> <li>- Security Team works with other emergency stakeholders within Vanuatu</li> <li>- IOM is part of the team to look at Evacuation Plans</li> <li>- Red Cross is also part of the team</li> <li>- Area of interest – to monitor people in/out of the games, identify assemble areas</li> <li>- Expected number of spectators in the stadium – 6000+</li> </ul> <p>Discussions</p> <ul style="list-style-type: none"> <li>- The security team should provide training for security officers of the Van2017 Games</li> <li>- Take into consideration gender and child protection issues</li> </ul> <p><b>ACTION:</b> IOM / NDMO representatives to make the security working group aware of the G&amp;P cluster and potential collaboration.</p>
<p>Announcements</p>	<ul style="list-style-type: none"> <li>- DRR Day fundraising at the Convention Centre – 24th/25th August 2017</li> <li>- Lost and Found <ul style="list-style-type: none"> <li>• An XXXL Jacket left at the NEOC during one of the TC Donna Inter-Cluster Meeting</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>- <b>Meeting Adjourned 10:50am</b></li> </ul>



Government of the Republic of Vanuatu  
 National Disaster Management Office  
 Phone: +678 22699 / +678 23035 Email: ndmo@vanuatu.gov.vu  
 Post: NDMO, Private Mail Bag 9107, Port Vila, Vanuatu



**Attendance List – Vanuatu Inter Cluster – Date: 23<sup>RD</sup> August 2017**

Organization	Name	Position	Phone	Email
ARC / VRCS	Luke Johnston	Advisor LSE Project	774 4917	lujohnston@redcross.org.au
IFRC	Robert DODDS	Pacific Shelter Cluster Coordinator	+ 679 998 0173	ROBERT.DODDS@IFRC.ORG
MFAT	Simon Donald	Second Secretary	775 8078	Simon.donald@mfat.govt.nz
OCHA	Aleyda Valdes	Humanitarian Affairs Officer	+679 993 999	valdesa@un.org
RRU. FSAC	Joshua Mael	Coordinator RRU	775 0167	jomael@vanuatu.gov.vu
VRCS	Garae Augustine	DMO	774 7847	Disaster.coordinator@vanuaturedcross.com
VMGD	Melinda Natapei	Acting Manager Climate	710 3389	melnat@meteo.gov.vu
VMGD	Moirah Yerta	Acting PSO Seasonal Forecast		mmatou@meteo.gov.vu
Save the Children	Shantony Moli	Education Cluster Co-lead	544 7215	Shantony.moli@savethechildren.org.vu
NDMO	Philip Meto	Senior Provincial Liaison Officer	710 6615	pmeto@vanuatu.gov.vu
CARE	Tegan Molony	Gender Equal. P. N	710 3124	Tegan.molony@careint.org
NDMO	Greg Vaughan	DRM Advisor	565 0066	greg.ndmo.vu@vanuatu.gov.vu
OCHA	Rashmi Rita	Information Management Officer	+679 999 1987	rita@un.org
WHO	Sera Ngeh	Health Cluster Coordinator	547 9508	wpvuthealthcluster@who.int
AHC	Patrick Haines	Senior Program Manager	773 9010	Patrick.haines@dfat.gov.au
UNICEF	Jake Ward	WASH	775 3164	jaward@unicef.org
Save the Children	Peter Goodfellow	Director Programmes	555 1006	PETER.GOODFELLOW@SAVETHECHILDREN.ORG.VU