

Tropical Cyclone Donna

Lessons Learned Workshop Report & Action Plan
August 2017



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Response summary

Response Name	Tropical Cyclone Donna
Response Dates	May 2017
Scope	The Government of Vanuatu & partners emergency response.
Mission Area(s)	Torba & Sanma Provinces
Objectives	Comprehensive emergency response to the cyclone
Threat or Hazard	Cyclone
Situation	Tropical Cyclone Donna passed with 100km of the Torres islands as a Category 3 Cyclone in early May 2017. The system strengthened and passed to the west of Vanuatu.
External funding	FRANZ partners; Chinese Embassy;
Participating Organizations	Vanuatu Geohazards and Meteorology Department, Vanuatu National Disaster Management Office, Sanma Provincial Government Council, Vanuatu Police / VMF, The Red Cross, Torba Provincial Government Council,
Point of Contact	The Director, Government of Vanuatu National Disaster Management Office

Workshop overview

The National Disaster Management Office hosted a lessons learned workshop on the 27th July 2017. The workshop was attended by a range of government agencies, clusters and non-government organisations. A survey was circulated to participants beforehand to get feedback on the response as use as basis for discussions during the workshop.

Workshop participants were divided into the following four focus groups

- National coordination, provincial & local response
- Logistics, finance and relief supplies
- Communication, information, evacuation & displacement
- Needs assessment

Each group reviewed the response to Tropical Cyclone Donna and identified things that worked well and those areas that needed further improvement. From this, each group produced a list of three priority recommendations. Groups were specifically asked to use the 'SMART' guidelines to making recommendations. Each recommendation should be: Specific, Measurable, Achievable, Relevant, and have a Timeframe. This report outlines those recommendations.



Figure 1: Workshop participants

Lessons learned action plan

Each thematic area identified 3 high level priority actions.

National coordination, provincial & local response

1. Improve the efficiency of budget allocation during response

Issue	While finance is rapidly available at the national level through the Emergency Fund, slow disbursement of these finances is delaying operations, assessment and logistics.
Recommendation	Improve the efficiency of the disbursement emergency relief funds
Action	MFEM, NDC & NDMO to develop and document improved procedures for financial management
Responsible agency	MFEM, NDC & NDMO
Timeline	November 2017

2. Strengthen the inter-cluster coordination mechanism

Issue	Clusters have different levels of preparedness and stronger direction needs to be provided from the NDMO as the inter-cluster lead agency on the specific contingency planning requirements.
Recommendation	All clusters to achieve a minimum standard of preparedness before the next cyclone season.
Action	NDMO to develop a checklist of requirements for each cluster and work with clusters to achieve a minimum standard by the next cyclone season.
Responsible agency	NDMO, Inter-cluster system
Timeline	November 2017

3. National / Provincial Government roles and communication protocols

Issue	Improve the working methods between national and provincial authorities.
Recommendation	Clear guidelines for communication with PDCCCs before, during and after a response. Clarification of delegated authority to PDCCCs.
Action	NDMO to work with PDCCCs on defining working methods and a communication protocol.
Responsible agency	NDMO, Provincial SGs, Director NDMO, NDMO Provincial Liaison Officer, NDMO ICT and Communications Officer
Timeline	November 2017

Logistics, finance and relief supplies

4. Strengthen provincial logistics knowledge and capacity

Issue	Logistics operations and capacity is not well documented or understood at a provincial level.
Recommendation	Building on the existing work that has been done in the LCA and work closely with PDO's, AC Secretary's and Provincial Disaster Committees to build provincial logistics capacity..
Action	NDMO Senior Logistics Officer to liaise closely with PDO's and area council secretaries to have up to date information and plans for each province.
Responsible agency	NDMO Logistics, PDO's
Timeline	November 2017

5. Government owned landing craft

Issue	Relief operations have a reliance on third party sea transport. If the Government of Vanuatu had a landing craft, it would greatly improve the speed and flexibility to deliver relief supplies.
Recommendation	Investigate the business case and opportunities for a GoV to acquire a landing craft
Action	Meet informally with stakeholders and develop an issues / recommendations paper
Responsible agency	NDMO Logistics, Maritime Operations, Donors
Timeline	2020

6. Strengthen relationship with transport providers

Issue	Logistics operations could be improved if there was better understanding of availability and costs prior to emergency response.
Recommendation	Improve the documentation of transport providers, look at existing agreements and investigate if there are benefits to renewing or expanding these.
Action	NDMO Logistics to have a consultation meeting with transport providers.
Responsible agency	NDMO Logistics
Timeline	October 2017

Communication, information, evacuation & displacement

7. Improve communication flow between the NDC, NDMO & clusters

Issue	Clusters are providing detailed recommendations through assessment reports to the NDC, however they are getting little if any feedback from NDC & NDMO on decisions on financing, response and recovery.
Recommendation	Have an additional representative of the NDMO on NDC meeting
Action	Have a secretary to the NDC from the NDMO that takes minutes and distributes them to the NDMO staff and cluster
Responsible agency	NDC, NDMO
Timeline	Immediate

8. Improve displacement tracking & evacuation centre management

Issue	National and Provincial authorities and evacuation centre managers need in need capacity building in displacement tracking and evacuation centre management.
Recommendation	Development of a training program to address the knowledge gap
Action	NDMO to work with partners to develop an action plan
Responsible agency	NDMO, IOM, CCCM Working Group
Timeline	2018

9. Consolidate investment in HF radio in remote areas

Issue	HF radios were critical to the effectiveness of the TC Donna response. This example should be used to consolidate the investment in HF radio infrastructure.
Recommendation	
Action	Continue support to the SPC funded OGCIIO program to audit, repair and expand the national HF radio network.
Responsible agency	OGCIO, SPC, NDMO
Timeline	November 2017

Needs assessment

10. Establishment of an assessment working group

Issue	The assessment process worked during TC Donna, but many areas need to be improved for it to be efficient and effective.
Recommendation	The establishment of an assessment working group. A focal point in each cluster would act on behalf of that cluster to participate in regular meetings and be committed to improving and harmonised assessment methods in Vanuatu.
Action	NDMO Senior IM Officer to set up a working group with a focal point from each
Responsible agency	NDMO with all clusters
Timeline	First meeting to be held in August 2017. Working group to have shown meaningful action before the start of the cyclone season in November 2017.

11. NDMO to streamline the availability of finance for assessments

Issue	Assessment teams are being delayed because finance is not available for logistics and DSA for assessment teams
Recommendation	Streamline the financial processes
Action	NDMO to develop procedures to make sure finance is available immediately for assessment team deployment.
Responsible agency	NDMO & Ministry of Finance
Timeline	November 2017

12. Strengthen the assessment process at the provincial level

Issue	Provincial authorities are required to produce situation reports but have not been empowered to undertake needs assessment to inform these reports.
Recommendation	NDMO and clusters to work with PDCCC's to provide tools, resources and finance to enable provincial authorities to discharge their responsibilities in undertaking needs assessment and situation reporting
Action	NDMO Provincial Liaison Officer and the Assessment working group to collaborate to develop and implement a priority action list with PDCCCs before the next cyclone season.
Responsible agency	NDMO, Clusters, Partner Agencies, PDCCCs
Timeline	November 2017

Appendix 1: Workshop agenda

Thursday 27th July 2017

8.30am - 1.30pm

VMGD Conference Room

1. Welcome & agenda(8.30 – 8.35)
2. Summary of events (8.35 – 8.45)
3. Group work 1 (8.45 – 10.30)
Morning Tea (10.30 – 10.45)
4. Cluster Lessons Learned update (10.45 – 11.00)
5. Group work 2 (11.00 – 12.00)
6. Wrap up and next steps (12.00 – 12.30)
Lunch (12.30 - 1.30pm)

Appendix 2: Attendance List

	Name	Organisation
1	Steven Noel	NDMO
2	Johnny Tarry	PARTner/NDMO
3	Patrick Haines	DFAT
4	Jimmy Naura	NDMO
5	Paolo Malatu	DOWR
6	Peter Korisa	NDMO
7	Thomas Putunleta	ACS-Torres
8	Jackie Bubb	World Vision
9	Simon Donald	MFAT
10	Serah Ngeh	WHO
11	Viran Tovu	DSPPAC/Health
12	Jake Ward	UNICEF
13	Alice Iarem	NDMO
14	Masood Ahktar	IOM/NDMO
15	Richard Patterson	Vanuatu Red Cross
16	Shadrack Welegtabit	NDMO
17	Hannah	Care
18	Margaret Mcfarlane	MCCA/MALFFB
19	Joshua Mael	RRU/MALFFB
20	Georgia Tacey	SCA
21	Shantony Moli	SCA
22	Amos Kaio	Oxfam

	Names	Organisation
23	Antoine Ravo	DARD
24	Virana	MOE
25	Presley Tari	NDMO
26	Peter Joseph	NDMO
27	Sheryl Mahina	RRU
28	Chris Simelum	DOE
29	Yasmine Bjornum	Action Aid
30	Greg Vaughan	NDMO
31	Annie Samuels	DOWR
32	Louis Nasak	MJCS
33	Tina Noka	DWA
34	Paul Bourne	NDMO

Appendix 3: Financial Expenditure

The following table is a summary of the financial expenditure of the TC Donna response*.

Agency	Item	Expenditure (Vatu)
Government of Vanuatu	Emergency Fund	18,084,512
Department of Energy	Household solar kits	1,869,065
FRANZ Partners	Air & sea transport	8,007,435
Chinese Embassy	Agricultural tools	3,700,000
Total		31,661,012

* Figures do not include the expenditure of line ministries, the Red Cross, NGOs or pre-position supplies.

Appendix 4: Monitoring & evaluation table

Priority action plan monitoring table

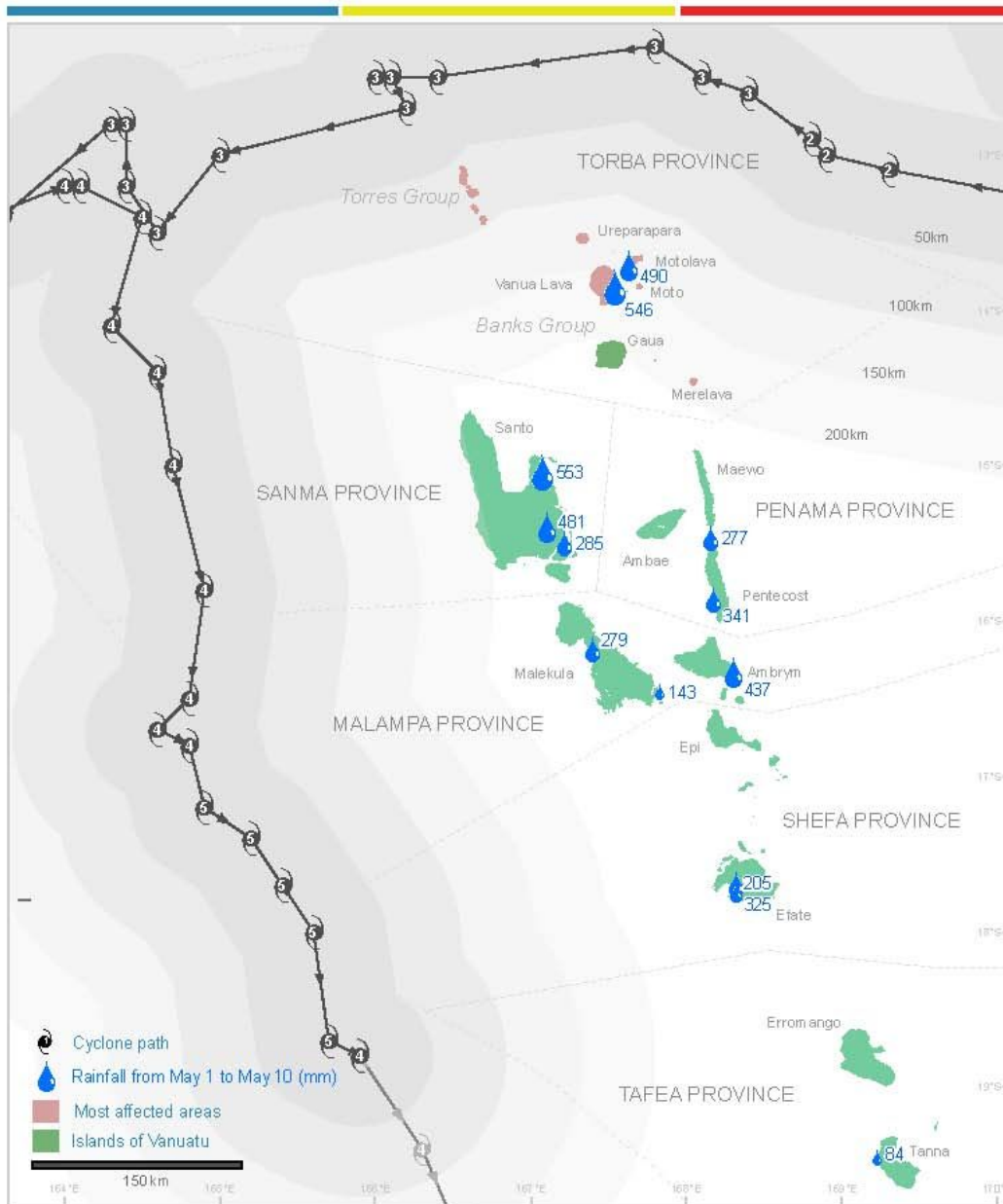
#	Theme	Action	Who	When	Status
1	Coordination	MFEM, NDC & NDMO to develop and document improved procedures for financial management	MFEM, NDC & NDMO	November 2017	
2	Coordination	NDMO to develop a checklist of requirements for each cluster and work with clusters to achieve a minimum standard by the next cyclone season	NDMO, Inter-cluster system	November 2017	
3	Coordination	NDMO to work with PDCCCs on defining working methods and a communication protocol.	NDMO Provincial Liaison, SGs	November 2017	
4	Logistics	NDMO Senior Logistics Officer to liaise closely with PDO's and area council secretaries to have up to date information and plans for each province.	NDMO Logistics, PDO's	November 2017	
5	Logistics	Meet informally with stakeholders and develop an issues / recommendations paper on the feasibility of a GoV landing craft	NDMO Logistics, Maritime Operations, Donors	2018	
6	Logistics	NDMO Logistics to have a consultation meeting with transport providers.	NDMO Logistics	October 2017	
7	Comms & IM	Have a secretary to the NDC from the NDMO that takes minutes and distributes them to the NDMO staff and cluster	NDC, NDMO	Immediate	
8	Comms & IM	NDMO to work with provincial authorities and partners to develop an implementation plan	NDMO, IOM, CCCM	2018	

		on: displacement tracking and evacuation centre management.	Working Group		
9	Comms & IM	Continue support to the SPC funded OGCI program to audit, repair and expand the national HF radio network.	NDMO ICT Officer, OGC IO, SPC,	November 2017	
10	Assessments	The establishment of an assessment working group. NDMO Senior IM Officer to set up a working group	NDMO IM Officer, NDMO with all clusters	August 2017	
11	Assessments	NDMO to develop procedures to make sure finance is available immediately for assessment team deployment.	NDMO & Ministry of Finance	November 2017	
12	Assessments	NDMO and clusters to work with PDCCC's to provide tools, resources and finance to enable provincial authorities to discharge their responsibilities in undertaking needs assessment and situation reporting	NDMO, Clusters, Partner Agencies, PDCCCs	November 2017	

Appendix 5: Cyclone path

Situation update: Tropical Cyclone Donna Cyclone path, Rainfall and most affected areas

Map details
Version 3
10:00 Port Vila, Vanuatu
12th May 2017



Data Sources
Vanuatu Meteorology and Geo-Hazards Department



The information in this map is from a range of sources. The NDMO takes no responsibility for the accuracy of the information provided.

Appendix 6: Response overview

