

Government of the Kyrgyz Republic



United Nations Country Team in the Kyrgyz Republic

JOINT PROJECT DOCUMENT

Enhancing coordination for disaster preparedness and response in the Kyrgyz Republic (2010-2012)

The Kyrgyz Republic is highly exposed to natural and manmade disasters. Landslides, mudflows and floods are major hazards, with 200-300 events every year. Seismic activity is constant, with more than 3000 earthquakes registered annually. In addition, the country is at high risk for manmade disasters from the industrial and nuclear waste dumps left over from the Soviet past.

The main objective of the project is to build on the mechanisms created under the 2008-2010 Joint Project on Enhancing Coordination for Disaster Response in the Kyrgyz Republic to further strengthen cooperation and coordination for disaster preparedness and response between the Government, UNCT, Red Cross and Red Crescent Movements and other major actors in this field.

For the Government of the Kyrgyz Republic

Signature: _____
Name: Bakyt Torobaev
Title: Minister of Emergency Situations of the
Kyrgyz Republic
Date: _____

For the United Nations in the Kyrgyz Republic

Signature: _____
Name: Mr. Neal Walker
Title: UN Resident Coordinator
Date: _____

Names and signatures of Participating UN organizations:

For UNDP

Signature: _____

Name: Mr. Neal Walker

Title: UN Resident Coordinator,
UNDP Resident Representative

Date: _____

For UNOHCHR

Signature: _____

Name: Mr. Anders Kompass,
Title: Director, Field Operations and
Technical Operations Division

Date: _____

For UNICEF

Signature: _____

Name: Mr. Timothy Schaffter

Title: Representative

Date: _____

For UNOCHA

Signature: _____

Name: Ms. Gabriella Waaijman

Title: Regional Disaster Response Advisor

Date: _____

For UNHCR

Signature: _____

Name: Mr. Hans Friedrich Schodder

Title: Representative

Date: _____

For UNFPA

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Name: Mr. Nikolai Botev

Title: Country Director for Kyrgyzstan

Date: _____

For WHO

Signature: _____

Name: Dr. Oskon Moldokulov

Title: Head of Country office

Date: _____

For WFP

Signature: _____

Name: Rasmus Egendal

Title: Deputy Country Director for Kyrgyzstan

Date: _____

For FAO

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Name: Ms. Dinara Rakhmannova

Title: Assistant Representative for
Kyrgyzstan

Date: _____

UNDAF Outcome A2: Poor and vulnerable groups have increased and more equitable access to quality basic social services and benefits, in a strengthened pro-poor environment.

Joint Project Outcome: Disaster response preparedness strengthened.

Expected results:

- Strengthening of capacity of members of DRCU, REACT teams, and sector groups
- Inter-Agency Contingency Plan is developed and integrated into planning of international community and Government
- Functioning and effective information management strategy in place
- Legal analysis of procedures for admission of humanitarian assistance is carried out

Indicators:

- Inter-Agency Contingency Plan developed by Q4 2010 and revised by Q4 2011
- Information Exchange Platform web-based database established for disaster risk management
- Bulletin compiled and disseminated on a quarterly basis on disaster preparedness-related issues
- A recommendations paper on improvement of procedures for admission of humanitarian assistance submitted to Parliament and Government

Implementing Partners: Government of the Kyrgyz Republic (Ministry of Emergency Situations of the Kyrgyz Republic), UN Organisations, Red Cross / Red Crescent Movement, International Organisations, International and Local NGOs

Programme Title: Enhancing coordination for disaster preparedness and response in the Kyrgyz Republic

Programme Duration: April 2010 – April 2012

Fund Management Option: Combination

Estimated budget: 208 281. 25 USD

Allocated resources: to be mobilized

A. Background

Country Background

Kyrgyzstan is a disaster-prone country. The Ministry of Emergencies lists 20 natural hazards and processes that pose risks to Kyrgyz society. These include hydro-meteorological, geo-physical and biological hazards such as avalanches, droughts, floods, glacial lake outburst floods, earthquakes, land- and mudslides, epidemics, pests, crop diseases and river erosion. Some of these hazards (such as floods and landslides) are predominantly seasonal and occur on an annual basis, while other hazards (such as earthquakes) are rare events but potentially highly destructive. Every year, Kyrgyzstan registers about \$35 million of damage from natural disasters.

The Kyrgyz Republic is classified as the most *seismically dangerous* country in Central Asia, with a seismic susceptibility of 8-9 in most of the country. On October 5-6, 2008 a series of more than 100 tremors (with the strongest of 6.6 degrees on the Richter scale) destroyed Nura village in Osh Province. Seventy-four people were killed, and more than 100 injured, with 90-95 per cent of buildings destroyed. An earthquake of this scale (close to that the January 2010 Haiti earthquake) in a more populated part of the country could have catastrophic effects. The capital Bishkek and other large cities of Osh and Jalalabat are all located in areas of high seismic risk. Over 3,000 minor earthquakes are registered annually in the country, of which on average 10-15 are of 6 on Richter scale. Devastating seismic catastrophes occur approximately once every 100 years in the country.

Mudslides and floods are frequent and dangerous in Kyrgyzstan, causing widespread human and material damage. Rockslides and landslides typically occur in the south of the Republic, whereas the total area of the country affected by landslides is about 7.5 per cent. Almost all watercourses, springs and channels are potentially landslide-prone. In total Kyrgyzstan has more than 3000 landslide-prone rivers and about 200 highland breakthrough-prone lakes (which might cause serious floods and/or landslides if broken through). Landslides are particularly frequent between March and June, under the pressure of melting snow and high precipitation. In some conditions landslides also occur in the autumn. Rockslides and cavings occur in areas with steep rock slopes, mostly in mountainous and highland areas of Kyrgyzstan.

There are 772 known *avalanche*-prone zones in the country. Avalanches occur usually in the period December to April with most occurrences in February and March. Avalanches are particularly damaging to communications (including roads and electricity power lines) in the country.

In recent decades Central Asia, including Kyrgyzstan, has experienced a steep increase in the occurrence of *hydro-meteorological disasters*. This trend is likely to continue as climate change and in particular global warming alters the scale and annual flow of water resources in the country. As a consequence the frequency and severity of hydro-meteorological hazards such as floods and droughts is likely to increase. It is also feared that climate change will contribute to a higher prevalence of infectious diseases including epidemics and pandemics such as cholera, malaria and bird flu.

In addition to natural hazards a variety of *industrial and transport-related hazards* threaten Kyrgyzstan's population, economy and environment. Various tailing deposits containing toxic waste are located on unstable territory. Natural hazards such as landslides or earthquakes

could dislodge these materials into nearby rivers. This would be a threat to densely populated areas such as the Fergana Valley.

In the period following winter 2007-2008, Kyrgyzstan has also faced *energy insecurity* as a result of historically low hydroelectric reserves which led to a need for severe electricity rationing. *Food insecurity* was also reported by the World Food Programme in 2008 to be a chronic problem in the country. These factors led to the launch of Kyrgyzstan's first ever humanitarian Flash Appeal in November 2008.

International support for disaster preparedness and response

In recent years, standardisation of International Disaster Response Law has become a key concern globally. This is reflected in a number of international agreements, including the Hyogo Framework for Action 2005-2015, which stated that one of the priorities for action to reduce disaster risk is to “*Strengthen preparedness for disaster response at all levels.*”¹

As mandated by United Nations General Assembly Resolution A/RES/46/182 of 1991, the United Nations Emergency Relief Coordinator is responsible for coordinating international support in response to disasters, and does this at the national level through the UN Resident Coordinator (or Humanitarian Coordinator if so designated). Thus the UN system, and the Resident Coordinator in particular, has responsibility to ensure coordination for disaster preparedness and response within the international community.

2008-2010 Project

In this context, on 24 November 2007, a Joint Project of the Government and the United Nations on *Enhancing Coordination for Disaster Response in the Kyrgyz Republic* was endorsed by Government Decree 402-p. The project began in February 2008. The project was intended to strengthen overall disaster preparedness and response capacity in the country by developing a mechanism to coordinate disaster response between the international community and the Government. The project was successful in establishing a number of important structures, and agreeing terms of reference and regulations for these structures:

- The **Disaster Response Coordination Unit (DRCU)** is a high level forum with a mandate to coordinate the efforts of UN Agencies, the Red Cross and Red Crescent Movement and local and international NGOs in disaster preparedness and response. The DRCU is a member of the Kyrgyz Republic's Inter-Ministerial Commission on Disaster Management. In disaster conditions, the DRCU is the mechanism through which the UN Resident Coordinator / Humanitarian Coordinator coordinates international response to the disaster.
- Seven **sector groups** have been established under the DRCU to improve sector-specific coordination of disaster preparedness and response. The sector groups, each with defined membership of UN organisations and partners and based on the global cluster system, are Education and Child Protection (led by UNICEF); Water and Sanitation (UNICEF); Health (WHO); Emergency Shelter and Camp Management (Red Crescent Society of Kyrgyzstan); Food Security (WFP); Early Recovery (UNDP); and Protection (OHCHR).
- Two **Rapid Emergency Assessment and Coordination Teams (REACTs)** have been established in the north and south of the country to provide joint assessments of humanitarian needs in emergencies. The teams, made up of staff of UN organisations, the Red Crescent Society, and other international and local NGOs, have been equipped with

¹ *Hyogo Framework for Action 2005-2015: Building the Resilience of Nations and Communities to Disasters*. Extract from the final report of the World Conference on Disaster Reduction (A/CONF.206/6) (Priority (e), p12)

essential equipment (including laptop computers, satellite telephones, etc.) under the project, as well as vehicles by their agencies, and have been trained with the support of OCHA's regional office.

- The **DRCU Secretariat** was set up to facilitate establishment of the disaster response coordination mechanism and to provide ongoing support to the DRCU, sector groups and sector lead agencies, and REACT teams.

In addition, the project secretariat has worked with the Ministry of Emergency Situations to develop two pages on the Ministry's website covering the Joint Project and DIPECHO-funded projects. Information is regularly updated on the site. In parallel, OCHA has developed tools to collate and disseminate information from sector group members on project activities (who does what where) and stocks (who has what where).

Looking forwards

Building on the structures and coordination mechanism established in the first joint project, the key aim of the second phase will be to *develop the functional preparedness of these structures for disaster response*. It is vital to ensure that all parties in the disaster response structures – the DRCU, the sector groups and the REACTs – clearly understand their roles and responsibilities and fulfil these. Training needs for these functions are continuous as personnel are replaced in partner organisations. In addition, the experience of the Flash Appeal in 2008-9 showed the importance of contingency planning to ensure a swift and appropriate response to humanitarian needs.

With this in mind a key concern for the second stage is carry out inter-agency and multi-sectoral contingency planning for several agreed scenarios. A crucial element of contingency planning is awareness of vulnerabilities, constraints and groups of concern. With this in mind, there will be a focus on developing a baseline database and risk monitoring system during the second phase. In addition, the legal framework for admitting humanitarian assistance will be assessed and recommendations made to improve the system.

Sector groups, made up predominantly of development-focused organisations, will also be supported to increase their capacity to respond in humanitarian settings by the encouragement of greater involvement of line ministries in sectoral planning. In addition, the REACT teams will be supported to finalise and test their assessment methodology and to develop methodology for field coordination. Activities have been designed for the Joint Project that will support meeting these goals. At the same time, sector groups are encouraged to carry out additional activities outside the framework of the Project to further strengthen their capacity.

This Joint Project focuses on the specific area of the disaster risk reduction cycle which the UN system corporately has an international mandate to coordinate (international support for preparedness, response and early recovery). The Government continues to have primary responsibility for organising humanitarian response in emergency situations (UN General Assembly Resolution 46/182). As the Government's system for management of the disaster risk cycle evolves, including the potential establishment of a national platform on disaster risk reduction, the DRCU will continue to represent the international community in the appropriate government forums.

B. Expected results of the project

1. Capacity of members of DRCU, REACT teams, and sector groups is strengthened to effectively perform the assigned and agree upon functions and responsibilities.

The **DRCU's** role as a high-level forum is to provide policy and strategic guidance for disaster preparedness and ensuring coordination of disaster response. DRCU members must be fully prepared to fulfil this role. The needs of Disaster Response Coordination Unit members for strengthening capacity will be mapped, and based on this a training programme will be designed and run on the capacity gaps that DRCU members feel need to be bridged. This may include, as appropriate, workshops, training events, mentoring and/or field visits. In addition, the UN Resident Coordinator will chair twice-yearly meetings of the Disaster Response Coordination Unit, bringing together representatives of the Government, the donor community, UN organizations, national and local NGOs to make strategic decisions and keep all stakeholders up-to-date with preparedness for disaster response.

As part of the first project, **REACT** teams have been trained and equipped to carry out joint assessments of needs in disaster conditions. While needs assessment methodology has been developed, this needs to be refined and finalised. New REACT members also need to receive basic training. After capacity analysis has been carried out, an experienced international trainer on multi-sector needs assessments will be invited to train REACT team members on needs assessment for disaster response. Two training events will be held each in 2010 and 2011, in both Bishkek and Osh. In addition, in both years eight people from northern and southern REACT teams will travel to Tajikistan for a one week period to familiarize themselves with the Rapid Emergency Assessment and Coordination structure in that country.

The established **Sector Groups** will meet as required, and at least on a quarterly or six-monthly basis, to strengthen coordination at the national level, to agree on coordination measures and to develop sectoral inter-agency contingency plans and tools. In order to support this process, a set of minimum standards for all sector groups to meet will be agreed. Subject to agreement, these may include:

- a. yearly action plans;
- b. collation of data on projects being undertaken and stocks held by sector members;
- c. sector-specific contingency planning; and
- d. gap analysis of capacity and stocks for agreed scenarios.

In addition, the possibility of establishing a small fund to support preparedness activities that sector groups may wish to carry out on top of the minimum activities will be considered. This may include, for example, detailed mapping and monitoring of risks at regional level, or specific training activities.

In order to ensure that the **disaster response mechanism** as a whole is prepared to support the Government in disaster conditions, simulation exercises will be undertaken.

UN organizations, NGOs and Red Crescent representatives will take part in simulation exercises facilitated by a consultant recommended by OCHA or the Inter-Agency Standing Committee on Disaster Response. The simulation will test needs assessment tools and skills and contingency planning and response capacity. Half-day simulations will be followed by half-day debriefing exercises. Two simulation exercises will be held each in 2010, 2011 and 2012, in both Bishkek and Osh. In addition, Ministry of Emergency Situations task forces and REACT teams will take part in exercises in villages in which disaster conditions are simulated. The village local administrations and populations will take part in the planning of the exercises. The simulation will test the coordination with Government, needs assessment tools and skills and contingency planning and response capacity. The process will be facilitated by a consultant

recommended by OCHA or the Inter-Agency Standing Committee on Disaster Response. Full-day simulations will be followed by half-day debriefing exercises. Two simulation exercises will be held each in 2010, and 2011 in both the north and south of the country.

2. Inter-Agency Contingency Plan is developed and integrated into disaster response and preparedness planning of international community and Government

Contingency planning is a management tool used to ensure adequate arrangements are made in anticipation of a crisis. This is achieved primarily through the participation in the contingency planning process itself, as well as through follow-up actions and subsequent revisions of plans.

Global experience from emergencies clearly indicates that effective response to humanitarian needs at the onset of a crisis depends on the level of preparedness and planning of agencies in the field, as well as the capacities and resources available to them.

Inter-agency contingency planning does not supersede nor replace the need for the contingency planning and preparedness measures of individual agencies. Rather the inter-agency contingency planning process builds upon and brings together individual agency planning, in order to facilitate common understanding, to avoid duplication of activities and gaps in humanitarian response. Inter-Agency contingency planning acts as an umbrella that consolidates agency or sector-specific plans in a coherent framework.

The Contingency Planning process as a whole will be led by the DRCU, with the support of the DRCU Secretariat and advice from OCHA's regional office. Near the beginning of the project, a visioning seminar will be organised of 20 individuals from the DRCU, Sector Group lead agencies, OCHA and the DRCU Secretariat. The meeting will lead to a common action plan of activities to be carried out to produce the Inter-Agency Contingency Plan. The meeting will be facilitated by OCHA representatives and RC Office staff.

Contingency Planning will be carried out by sector groups, based on common scenarios. Inter-sectoral planning meetings and workshops will be held on an ongoing basis to drive the contingency planning process forwards. The plan will include detailed sector responses to specific agreed scenarios, stocks and resources available in-country and rapidly accessible, coordination arrangements and gaps in response capacity. The Plan will be presented in Q4 of 2010 to a coordination meeting of the DRCU.

Contingency planning will be carried out in consultation with Government partners, including the Ministry of Emergency Situations and appropriate line ministries. Specific training on international standards and best practice for contingency planning and stock and warehouse management will be provided for government representatives.

In Q3 and Q4 of 2011, the organisations involved in the disaster preparedness mechanism will revise the Inter-Agency Contingency Plan to further improve disaster preparedness based on new developments and new insights from simulation exercises.

3. Effective information management strategy established and functional

Managing timely, reliable and accurate information is critical for the effectiveness of humanitarian assistance. Setting up and having a functioning and effective **information management** system and strategy is therefore a key component of response preparedness as

it improves the efficiency of humanitarian action. DRCU Secretariat staff will support with developing an information management strategy as well as the development and maintenance of an on-line database for disaster preparedness and response which will be linked to on the Ministry of Emergency Situations' web-site.

The DRCU Secretariat will also play a key role in raising awareness of key disaster preparedness and response issues. A quarterly information bulletin will be issued in English and Russian to keep all sector group members and other stakeholders informed of disaster preparedness and response activities both by individual organizations and corporately as part of the disaster preparedness and response mechanism. The DRCU Secretariat will also play a key role in raising awareness of key disaster preparedness and response issues. A quarterly information bulletin will be issued in English and Russian to keep all sector group members and other stakeholders informed of disaster preparedness and response activities both by individual organizations and corporately as part of the disaster preparedness and response mechanism. In addition, the DRCU Secretariat will continue to support the informational preparedness of the disaster preparedness mechanism by monitoring and reporting on third party data (from Government and media sources) on an ongoing basis, and circulate data from UN organisations and other partners on vulnerabilities among the population. This data will be available as necessary to feed into contingency planning and other disaster preparedness activities by partners in the disaster preparedness and response mechanism.

4. Legal analysis of procedures for admission of humanitarian assistance carried out

The Government is now in the process of reviewing legislation for disaster preparedness and response. In particular, a new law on Civil Defence was approved in 2009, and the Government is seeking to harmonise legislation more broadly in this field. In this context, a review of current and proposed legislation will be undertaken to support the government to meet the standards of International Disaster Response Law.

A national legal consultant will be taken on with terms of reference to highlight potential bottlenecks in the regulations in place in the Kyrgyz Republic for admission of emergency humanitarian assistance (including bilateral agreements between Kyrgyzstan and other countries) and to make recommendations to Government and parliament to facilitate where necessary easier access for humanitarian assistance.

C. Management and Coordination Arrangements

The process of strengthening the coordination mechanisms for disaster response detailed in this Joint Project document will be implemented in close partnership with the Inter-Ministerial Commission and the Ministry of Emergency Situations of the Kyrgyz Republic, as the working body of the Inter-Ministerial Commission, and in full accordance with UN rules and regulations under the guidance and monitoring of the UN Country Team.

The content management for the UN Joint Project will be carried out by the Disaster Response Coordination Unit Secretariat (DRCU Secretariat). The DRCU Secretariat will ensure that the Joint Project delivers its expected results in close coordination and cooperation with all Participating Organizations, including governmental counterparts such as the Inter-Ministerial Commission, the Ministry of Emergencies, and the Crisis Management Centre.

The DRCU Secretariat will be staffed by two persons: 1) Coordination Specialist (100%) tasked with overall planning and coordination of UN Joint Project activities; and 2) Humanitarian Coordination Specialist (50%) tasked with provision of substantive advice to the Joint Project on all issues covered by the Project. The DRCU Secretariat with its staff will be accountable to the UN Resident Coordinator as the Chair of the DRCU. Day-to-day supervision of the DRCU Secretariat will be provided by the UN Coordination Specialist of the Office of the UN Resident Coordinator.

Participating UN organizations will be requested to provide substantive guidance and advice to the project within their areas of expertise – e.g. WFP in area of monitoring, UNHCR in area of preparation and conducting of simulation exercises and legal preparedness, UNDP in area of capacity building of the DRCU and government entities, RCU/OCHA in area of supporting the lead agencies (UNICEF, WFP, UNDP, WHO, OHCHR/UNHCR, KRCS) to build the capacity of the sectors.

Short-term consultants such as an IT Specialist and a Legal Specialist will be hired to fulfil short-term assignments/consultancies on an 'as needed' basis.

The Participating Organizations agreed that UNDP will act as the Managing Agent for this UN Joint Project. The Participating Organizations have agreed to pool their existing regular and/or other resources for the Joint Project and put these resources under the administration of the Managing Agent. The Managing Agent will serve as an administrative interface and perform the following duties:

- Provide administrative support to the Joint Project;
- Be accountable for financial reporting to the Joint Project's Participating Organizations and governmental counterparts.

3. PROJECT RESULTS AND RESOURCES FRAMEWORK

Intended UNDAF Outcome A 2: Poor and vulnerable groups have increased and more equitable access to quality basic social services and benefits, in a strengthened pro-poor environment				
Joint Project Outcome: Disaster response preparedness strengthened.				
Partnership Strategy: IMC, MES, UN CT, RCSK, IFRC, NGO partners				
Project title and ID: Enhancing coordination for disaster preparedness and response in the Kyrgyz Republic				
INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS (USD)
Output 1: Capacities of members of DRCU, REACT teams, and sector groups are strengthened to effectively perform the assigned and agreed upon functions and responsibilities. Indicators Agreed set of minimum standards for Sector Groups Sector Action Plans : # of persons trained for disaster preparedness and response # of simulation exercises conducted		Activity result 1: The capacity of the Disaster Response Coordination Unit is strengthened. Action 1: To carry out a mapping exercise of the needs of Disaster Response Coordination Unit members' needs for strengthening capacity Action 2: To design and run a training programme to address the capacity gaps that DRCU members feel need to bridge. This may include, as appropriate, workshops, training events, mentoring and/or field visits. Action 3: To organize regular coordination meetings of the DRCU three times a year Activity result 2: The capacity of REACT members is strengthened Action 1: To work with REACT members to map their capacity development needs	DRCU Secretariat, DRCU, Sector groups, REACT, OCHA	9 000 (expertise, DSA, transportation, tickets, meeting facilities, consumables, translation services) Action 1+2 / 6 000(2 training events for 15 pax) Action 3 / 3 000 30 900 (expertise, DSA, transportation, tickets, meeting facilities, consumables, translation

		<p>Action 2: To design and run a training programme on methodology and forms for needs assessment and other issues as necessary (e.g. use of equipment, or the SPHERE standards)</p> <p>Action 3: To organize 4 desk simulation exercises (1 per year in north, 1 per year in south) to develop the response capacity of participants</p> <p>Action 4: To organize field simulation exercises in collaboration with the Ministry of Emergency Situations of Kyrgyzstan (1 per year in north, 1 per year in south) to test the methodology developed and to develop the response capacity of participants</p> <p>Action 5: To organize 1 exchange visit to REACT Tajikistan to deepen understanding and strengthen capacity of REACT members</p> <p>Activity result 3: The capacity of sector groups members is strengthened</p> <p>Action 1: To support the sector groups to identify and agree upon a set of minimum standards for all sector groups</p> <p>Action 2: To establish a fund, and disburse small grants, to support preparedness activities that sector groups may wish to carry out on top of the minimum standards</p>	<p>services)</p> <p><i>Action 2 / 5 000</i> (expert's DSAs, flight expense)</p> <p><i>Action 3 / 7 000</i> (trainings in Biskek and Osh)</p> <p><i>Action 4 / 6 000</i> (20 pax in Bishkek, and 26 pax in Osh) and 1 500 (translation services, transportation)</p> <p><i>Action 5 / 11 400</i> (for 8 people)</p> <p>35 000 (expertise, DSA, transportation, tickets, meeting facilities, consumables, translation services)</p> <p><i>Action 1+3+4 / 30 000</i> <i>Action 2 / 5 000</i></p>
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		<p>Action 3: To facilitate sector group coordination meetings on at least a six monthly basis to discuss progress on contingency planning, project activities, stocks, gaps, and emerging risks</p> <p>Action 4: To support the development of sectoral inter-agency contingency plans and tools</p>		
<p>Output 2: Inter-Agency Contingency Plan is developed and integrated into disaster response and preparedness planning of international community and Government</p> <p>Indicators:</p> <ul style="list-style-type: none"> Inter-Agency Contingency Plan developed by Q1 2011 and revised by Q1 2012 Number of UN organisations and partners that approve the Plan Government support for the plan 		<p>Activity result 1: Inter-Agency Contingency Plan is developed and integrated into disaster response and preparedness planning of international community and Government</p> <p>Action 1: To organize visioning seminar of 20 individuals from the DRCU, Sector Group lead agencies, OCHA and the DRCU Secretariat to agree on a template for the Inter-Agency Contingency Plan</p> <p>Action 2: To organize inter-sectoral planning meetings and workshops as needed to drive the contingency planning process forwards</p> <p>Action 3: To finalise an Inter-Agency Contingency Plan among the DRCU and all sector groups</p> <p>Action 4: To revise the Inter-Agency Contingency Plan in Q3-Q4 2011</p> <p>Activity result 2: Capacity of government representatives on international standards and best practice for contingency planning and stock and warehouse management improved</p> <p>Action 1: To prepare for and organize a training event on international standards and</p>	DRCU Secretariat, DRCU, Sector groups, OCHA	<p>5 000 (expertise, DSA, transportation, tickets, meeting facilities, consumables, translation services)</p> <p><i>Action 1 / 2 000</i> <i>Action 2 / Costs included under Output 1, Activity result 3, Action 3</i> <i>Action 3 / 1 000</i> <i>Action 4/ 2 000</i></p> <p>6 000 (DSA, transportation, tickets, meeting facilities, consumables, translation)</p>

		paper to Government		translation services)
Personnel costs		Coordination Specialist, Humanitarian Coordination specialist at RC's Office (50%)		64 000
Travel costs				8 000
Subtotal activities :				163 900
Project Management/Administration		Support staff costs (admin finance clerk (50%), driver (50%) : Van breda : Office equipment : Sundries (utilities, communication, stationery, security, etc.)		11 000 850 3 000 11 000
Subtotal:				191 750.00
	Bank fee (0.5%)			958.75
	GMS – overhead cost (7%)			13 422.50
Total Budget:				203 131. 25

Workplan Q2 2010- Q1 2012:

INTENDED OUTPUTS	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	2010			2011				2012	INPUTS (USD)
			Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	
Output 1: Capacities of members of DRCU, REACT teams, and sector groups are strengthened to effectively perform the assigned and agreed upon functions and responsibilities. Indicators: # of persons trained for disaster preparedness and response # of simulation exercises conducted	Activity result 1: The capacity of the Disaster Response Coordination Unit is strengthened.	DRCU Secretariat, DRCU, Sector groups, REACT									9000 (expertise, DSA, transportation, tickets, meeting facilities, consumables, translation services)
	Action 1: To carry out a mapping exercise of the needs of Disaster Response Coordination Unit members' needs for strengthening capacity		X								6 000 (2 training events for 15 pax)
	Action 2: To design and run a training programme on the capacity gaps that DRCU members feel need to be bridged. This may include, as appropriate, workshops, training events, mentoring and/or field visits.		X	X	X						
	Action 3: To organize regular coordination meetings of the DRCU three times a year			X	X	X		X	X	X	3 000
	Activity result 2: The capacity of REACT members is strengthened										30 900 (expertise, DSA, transportation, tickets, meeting facilities, consumables, translation services)
	Action 1: To work with REACT members to map their capacity development needs		X								
	Action 2: To design and run a training			X	X	X	X				5 000

	programme on methodology and forms for needs assessment and other issues as necessary (e.g. use of equipment, or the SPHERE standards)									(expert's DSAs, flight expense)
	Action 3: To organize 4 desk simulation exercises (1 per year in north, 1 per year in south) to develop the response capacity of participants		X				X			7 000 (trainings in Biskek and Osh)
	Action 4: To organize 4 field simulation exercises in collaboration with the Ministry of Emergency Situations of Kyrgyzstan (1 per year in north, 1 per year in south) to test the methodology developed and to develop the response capacity of participants			X			X			7 000 (20 pax in Bishkek, and 26 pax in Osh) 1 500 (translation services, transportation)
	Action 5: To organize 1 exchange visit to REACT Tajikistan to deepen understanding and strengthen capacity of REACT members					X				11 400 (for 8 people)
	Activity result 3: The capacity of sector groups members is strengthened									35 000 (DSA, transportation, tickets, meeting facilities, consumables, translation services)
	Action 1: To support the sector groups to identify and agree upon a set of minimum standards for all sector groups	X	X							
	Action 2: To establish a fund, and disburse small grants, to support preparedness activities that sector groups may wish to carry out on top of the minimum standards	X	X	X	X	X	X	X	X	5 000
	Action 3: To facilitate sector group coordination meetings on at least a six monthly basis to discuss progress on contingency planning, project activities,	X	X	X	X	X	X	X	X	Actions 1+3+4 30 000 (5 meetings of each sector group (7) every

	stocks, gaps, and emerging risks											six months)
	Action 4: To support the development of sectoral inter-agency contingency plans and tools		X	X	X	X	X	X	X	X	X	
Output 2: Inter-Agency Contingency Plan is developed and integrated into disaster response and preparedness planning of international community and Government Indicators: <ul style="list-style-type: none"> Inter-Agency Contingency Plan is developed and integrated into planning of international community and Government. Inter-Agency Contingency Plan developed by Q1 2011 and revised by Q1 2012 	Activity result 1: Inter-Agency Contingency Plan is developed and integrated into disaster response and preparedness planning of international community and Government	DRCU Secretariat, DRCU, Sector groups, UN RC's office										5 000 (expertise, DSA, transportation, tickets, meeting facilities, consumables, translation services)
	Action 1: To organize visioning seminar of 20 individuals from the DRCU, Sector Group lead agencies, OCHA and the DRCU Secretariat to agree on a template for the Inter-Agency Contingency Plan		X									2 000
	Action 2: To organize inter-sectoral planning meetings and workshops as needed to drive the contingency planning process forwards		X	X	X							<i>Costs included under Output 1, Activity result 3, Action 3</i>
	Action 3: To finalise an Inter-Agency Contingency Plan among the DRCU and all sector groups				X							1000
	Action 4: To revise the Inter-Agency Contingency Plan in Q3-Q4 2011								X	X		2000
	Activity result 2: Capacity of government representatives on international standards and best practice for contingency planning and stock and warehouse management improved											6 000 (DSA, transportation, tickets, meeting facilities, consumables, translation services)

	Action 1: To prepare for and organize a training event on international standards and best practice for representatives of government organisations and the international community on contingency planning and stock and warehouse management							X				6000
Output 3: Effective information management strategy in established and functional Indicators: <ul style="list-style-type: none"> Information Exchange Platform web-based database established for disaster risk management Bulletin compiled and disseminated on a quarterly basis on disaster preparedness-related issues 	Activity result 1: An on-line database for disaster preparedness and response project activities and stocks is established and linked to the MES KR website	DRCU Secretariat, UN OCHA, UN RC's office										4 000
	Action 1: To facilitate disaster response coordination mechanism partners to input and regularly update the online database on project activities		X	X	X	X	X	X	X	X	X	
	Action 2: To populate and ensure regular updates of the online database on stocks		X		X		X			X		3 000 (to contract IT to develop the data base of stocks)
	Action 3: To issue information bulletin in English and Russian in order to keep all stakeholders informed of disaster preparedness and response activities.		X	X	X	X	X	X	X	X	X	1 000 (translation services)
Output 4: Legal analysis of procedures for admission of humanitarian assistance carried out Indicator: A recommendations paper on improvement of procedures for admission of humanitarian assistance submitted to Parliament and Government	Activity result 1: A recommendations paper on improvement of procedures for admission of humanitarian assistance developed	DRCU Secretariat, UN OCHA, UN RC's office										2 000 (contract of a national legal consultant, translation services)
	Action 1 : To develop terms of reference for a study to highlight potential bottlenecks in the regulations in place for admission of emergency humanitarian assistance (including bilateral agreements) and to make recommendations on easier access for humanitarian assistance. ToR to be developed in close cooperation with		X	X								

	OCHA and government representatives										
	Action 2: To contract a national legal consultant to carry out the legal research			X	X						2 000 (contract of a national legal consultant, translation services)
	Action 3: To edit the report with the support of OCHA				X	X					
	Action 4: To submit the recommendations paper to Government					X					
Personnel costs	Coordination Specialist, Humanitarian Coordination specialist at RC's Office (50%)										64 000
Travel costs											8 000
Subtotal activities :											192 880
Project Management/Administration	Support staff costs (admin finance clerk (50%), driver (50%) : Van brede : Office equipment : Sundries (utilities, communication, stationery) :										11 000 2 850 3 000 11 000
Subtotal:											191 750.00
	Bank Fee									+0.5%	958.75
	Managing Agent's GMS									+7%	13 422.50
Total Budget:											206 131.25