

Strengthening Capacities for Post Disaster Needs Assessment and Recovery Preparedness

Agreement 2016/379-301



Impact of Hurricane Maria in the Island of Dominica Oct 2017

PROGRESS REPORT

01 December 2016 – 30 November 2017



*Empowered lives.
Resilient nations.*

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List of Acronyms

ACP	Asia, Caribbean and the Pacific
CDEMA	Caribbean Disaster Management Agency
CIS	Commonwealth of Independent States
DRF	Disaster Recovery Framework
ECCAS	Economic Commission of Central African States
EU	European Union
GFDRR	Global Facility for Disaster Reduction and Recovery
IGAD	Intergovernmental Authority on Development
IGO	Intergovernmental Organization
IRP	International Recovery Platform
PDNA	Post Disaster Needs Assessment
SPC	Pacific Community
ToT	Training of Trainers
UNDP	United Nations Development Programme
WB	World Bank

Strengthening capacities for Post Disaster Needs Assessment and Recovery Preparedness

Post Disaster Needs Assessment – PDNA Roll-out II

Progress Report

1st December 2016 to 30th November 2017

1. Context of the Action and Summary of Activities in the reporting period

The main objective of the project “Strengthening capacities for Post Disaster Needs Assessment and Recovery Preparedness (PDNA Roll-Out II)” is to contribute to building resilience of countries following disasters triggered by the impact of natural hazards. This is expected to be accomplished by strengthening the capacities of regional organizations and national governments to assess, plan, implement and monitor recovery¹ processes.

Building on a successful first phase of collaboration, this project has focused on consolidating and increasing the capacities to conduct Post Disaster Needs Assessments (PDNA) and formulating Disaster Recovery Frameworks (DRF), particularly for national governments in high-risk countries as well as for regional inter-governmental organizations (IGOs). Geographical coverage for this new phase has been expanded to ten additional countries and five regional IGOs.

The project envisages the following **four results**:

- **Result 1:** Improved PDNAs are conducted and completed with well-defined recovery frameworks informed by a comprehensive assessment of human impacts and social issues.
- **Result 2:** Recovery processes are managed by national institutions and systematically implemented to reduce risks to future disasters.
- **Results 3:** Regional inter-governmental organizations have stand-by capacities to effectively advise and support member states in conducting assessments and planning - implementing recovery.
- **Result 4:** Post disaster recovery processes are informed by international best practices and standard tools and guidelines.

¹ “Recovery” is defined as the restoration, and where appropriate, improvement of facilities, livelihoods, and living conditions of disaster-affected communities, including efforts to reduce disaster risk factors. While, “reconstruction” focuses primarily on the construction or replacement of damaged physical structures, and the restoration of local services and infrastructure. The term “recovery” in this guide encompasses both “recovery” and “reconstruction”.

On 10 May 2017 the Project Board comprising delegates from the European Union (EU), the World Bank (WB), the United Nations Development Program (UNDP), and the UN Agencies, approved the implementation plan for Year One. Two lines of action were prioritized: 1) the preparation of 4 knowledge products consisting of guidelines and handbooks to better guide the formulation of post disaster needs assessments and recovery interventions, and 2) the delivery of PDNA and DRF trainings as means to expanding the impact of the project at the country and regional levels.

For easy of reference, Table 1 summarizes implemented activities grouped by expected results of the project.

Table 1. Summary of key activities implemented in the reporting period by expected result

Activity	Status
Result 1: Improved PDNAs are conducted and completed with well-defined recovery frameworks informed by a comprehensive assessment of human impacts and social issues.	
1.1 Refine the methodology for conducting Human Impact Assessments	<ul style="list-style-type: none"> • This activity is on track. • Draft version is available. It will be shared with tripartite partners for review before the end of February 2018 prior to its publication and dissemination. • The proposed methodology was successfully tested in the recent Drought PDNA conducted in Somalia in October 2017.
1.2 Develop tools for integrating conflict sensitivity into PDNA	<ul style="list-style-type: none"> • This activity is delayed. • TOR is formulated and procurement process is initiated. • A list of six potential candidates with relevant experience in the subject has been prepared. • First draft is expected on the second quarter of 2018.
1.3 Review of each PDNA conducted in the project lifetime	<ul style="list-style-type: none"> • This activity is on track. • A final draft is available and it has been shared for review with the EU and WB prior to its publication. • This research demonstrates the effectiveness of the 55 PDNAs conducted since the methodology was first launched. To do so, the review focuses 14 PDNAs conducted between 2014 and 2016 in various countries and disaster situations • This document will provide the basis to review the improvements in the PDNAs undertaken in the period 2017 - 2019, it will also help evaluate how the sustained capacity building program has influenced this process.
1.4 Printing, translation and dissemination of promotional materials and technical guides	<ul style="list-style-type: none"> • Printing of communication materials for distribution in international forums is done on regular basis. Please refer to “Annex II – Visibility” for samples of these materials. • Once the new guidelines and handbooks are finalized, printed copies will be made available for dissemination.

Result 2: Recovery processes are managed by national institutions and systematically implemented to reduce risks to future disasters	
2.1 Organize PDNA and DRF trainings in 10 countries	<ul style="list-style-type: none"> • This activity is on track. • A total of two in-country trainings were planned for the reporting period. One training was delivered in the Dominican Republic and two additional ones in the Gambia and Cabo Verde, in partnership with GFDRR/World Bank under their ACP Programme. • A two-track innovative approach has been used to accelerate and expand the capacity building process at both country and regional levels. This includes a combination of the delivery of a Training of Trainers - ToT (October 2017) to expand the pool of PDNA independent experts and the development of an on-line PDNA course accessible to all practitioners. The course is well underway and expected to be launched at the end of first quarter of 2018.
2.2 Provide technical assistance to adapt PDNA and DRF guidelines and tools to the national context in ten countries	<ul style="list-style-type: none"> • This activity is delayed. • Planning for the period included two countries. Currently, the Government of the Dominican Republic has indicated its interest in continuing to work on strengthening their capacities for post-disaster recovery and an initial proposal for support in PDNA adaptation has been received. • Ongoing conversations will determine specific activities to be supported by this project in year 2018 regarding methodological adaptation in the Dominican Republic and with other interested countries.
2.3 Provide technical assistance to strengthen institutional arrangements for recovery including a recovery mechanism for recovery in ten countries.	<ul style="list-style-type: none"> • This activity is delayed and will be undertaken in conjunction with activity 2.2 starting February 2018.
2.4 Conduct workshops and consultations with key stakeholders to finalize and endorse the guidelines for assessments and institutional arrangements for recovery in 10 countries.	<ul style="list-style-type: none"> • This activity is delayed and will be taken in conjunction with activities 2.2 and 2.3 starting February 2018.
Results 3: Regional inter-governmental organizations have stand-by capacities to effectively advise and support member states in conducting assessments and planning - implementing recovery.	
3.1 Conduct training on post disaster needs assessments and recovery preparedness for 5 regional inter-governmental organizations (IGOs).	<ul style="list-style-type: none"> • This activity is on track • Training delivered for five-member countries of the Commonwealth of Independent States (CIS), in alliance with the Almaty Center in Kazakhstan, an important partner in the region. • In collaboration with the EU's Africa Caribbean Pacific (ACP) Programme managed by the GFDRR/WB, officials of two IGOs

	<p>were trained with support of the project: The Economic Commission of Central African States (ECCAS) in Gabon (April) and the Inter-Governmental Authority on Development (IGAD) in Eastern Africa in Tanzania (May)</p> <ul style="list-style-type: none"> • Similarly, as in the case of in-country capacity building, the ToT conducted in October has been used to expand the regional pool of experts by including selected experts in the ToT. The PDNA on-line course will also be promoted through the different IGOs.
3.2 Technical assistance to regional IGOs to develop plans and strategies to facilitate assistance and cooperation between member states in the event of a disaster.	<ul style="list-style-type: none"> • This activity has been initiated but it is delayed with respect to the initial planning to include 2 IGOs in the Year One work-plan. • Conversations with the Caribbean Disaster Management Agency (CDEMA) and the Pacific Community (SPC) are ongoing to define possible areas of cooperation for preparedness for recovery.
Result 4: Post disaster recovery processes are informed by international best practices and standard tools and guidelines.	
4.1 Develop guidelines with benchmarks to inform and monitor recovery of key sectors of the economy	<ul style="list-style-type: none"> • This activity will start in the second year of implementation, from February 2018 onwards.
4.2 Develop a “handbook” for setting up recovery institutions.	<ul style="list-style-type: none"> • This activity is in progress. • The consultant has started to work on the formulation of the handbook which main objective is to provide national governments and international agencies with an improved understanding of best institutional options for effective management of disaster recovery. • The document includes six case studies covering the following countries: Indonesia, India (Gujarat), Serbia, Chile, New Zealand (Christchurch) and Mozambique. • Final version expected by the end of first quarter of 2018 and it will be shared with partners for review before being finalized and distributed.
4.3 Develop guidelines for community and civil society participation in recovery processes.	<ul style="list-style-type: none"> • This activity is planned during the second year of the project.
4.4 Develop standard training modules on post disaster recovery planning based on the DRF guide.	<ul style="list-style-type: none"> • A joint review of the DRF training package was completed with the World Bank/GFDRR team. • The DRF revised package was incorporated in the PDNA/DRF standard package for the Turin ToT conducted in October 2017. • Starting January 2018, additional training modules will be prepared to expand the package on areas as recovery planning and implementation.

4.5 Develop a compendium of case studies and best practices on recovery and disseminate them online through websites of IRP, UNDP and GFDRR:	<ul style="list-style-type: none"> This activity will start in the second year of implementation.
Support to project implementation across all activities to achieve expected results	
Project Office for technical oversight and implementation	<ul style="list-style-type: none"> A project manager and a finance specialist provide dedicated capacity to assure timely and effective project implementation.

2. Activities carried out during the reporting period

Detailed information on the activities implemented to accomplish the expected results of the action are described in the following section:

Result 1: Improved PDNAs conducted and completed with well-defined recovery frameworks informed by a comprehensive assessment of human impacts and social issues

Activity 1.1. Refine the methodology for conducting human impact assessments with household level questionnaires, the guidelines for collecting information and the tools for analyzing data.

- The overall goal of the human impact assessment is to assess the disaster’s impact on people, their living conditions, livelihoods, access to basic services, food security, social status and on the overall levels of poverty and human development.
- A draft and preliminary version of the **“Guidelines for Assessing the Human Impact of Disasters”** is now available. This is the result of a consultancy closely supervised by the UNDP Recovery Team.
- The guidelines will be shared with relevant EU, WB and UN colleagues for review before its wide dissemination among different partners, including national governments and the international community.
- To measure the human impact of disasters the proposed methodology considers the following five core indicators:
 - Living conditions and access to basic services
 - Livelihoods
 - Food security
 - Gender equality
 - Social inclusion
- As part of these guidelines, instructions **interview and household surveys** and a **sample template to report** on key indicators to estimate the Human Impact by economic sector were produced and included as annexes to the guidelines. These guidelines were recently tested as part of the post drought assessment conducted in Somalia in October 2017. The actual use of the guidelines in a real assessment provided useful recommendations for reviewing the guide prior to the completion of its final draft.

Activity 1.2.: Develop tools for integrating conflict sensitivity into PDNA, based on existing tools and materials developed by UNDP and EU.

1. A TOR to identify and hire an expert to formulate a guide to conduct PDNAs in conflict situations has been completed and the procurement process for the selection of this consultant is in progress. It is expected to have the guide ready by the end of first quarter of 2018. Funds have been already committed for this consultancy.
2. The overall objective of this assignment is to analyse the current approaches and tools to integrate conflict sensitivity into assessments and adapt them for PDNAs and Recovery Frameworks. The development of this guidance note will provide sector experts with tools and checklists to use while conducting assessments particularly in the process of consulting people on the disaster effects and developing the recovery needs and strategy. This work will be done in close consultation with the UN-WB-EU colleagues working on the Recovery and Peace Building Assessments (RPBAs).
3. The assignment will identify issues and indicators through which conflict sensitivity can be introduced and integrated in the PDNAs and Recovery Frameworks This will maximize opportunities for having a positive impact on conflict, peace and poverty reduction, and minimize the risk of doing harm.

Activity 1.3.: Review each PDNA conducted in the project life time to assess: if it resulted into a disaster recovery framework, the scope of the recovery framework and the amount of funds raised through the PDNA. The areas of work under this activity would include

1. This PDNA review is the first instance of the participating institutions assessing the demonstrated effectiveness of PDNAs as they have evolved in the 55 post-disaster assessments conducted since 2008. The review is ready and has been shared with partners prior to its publication.
2. The United Nations Development Programme (UNDP) and the Global Facility for Disaster Reduction and Recovery (GFDRR) of the World Bank Group have undertaken the present review with support from the EU between March and June 2017. UNDP and GFDRR hired a consultant each under coordinated terms of reference (TOR) to work as a team with the following objectives:
 - To assess the relevance, impact, effectiveness, sustainability and value of the PDNA as a mechanism and tool to support national governments in developing practical and useful post-disaster recovery plans; and
 - To propose recommendations for the improvement of the PDNA methodology and its implementation with an objective to better respond to the needs of the clients.
3. The review has been completed, a draft version has been circulated for feedback to the internal team and it is expected to be shared with the larger number of partners by February 2018.

Activity 1.4 Printing, Translation and Dissemination of promotional materials and technical guides

1. Promotional material of the project is printed for dissemination in international forums and specialized meetings on a regular basis. For example, during the Third World Reconstruction Conference jointly organized with the EU and the WB, several promotional documents were distributed among participants. For details please see the visibility report attached.

2. Publication of the Guidelines for Assessing the Human Impact and the guide to conduct PDNAs in conflict situations expected to be finalized on the first quarter of year 2018 will be printed and widely distributed among practitioners, IGO's Secretariats, Government Institutions and partners.

Activity 1.5 Project office staff for technical oversight & implementation

1. Dedicated capacity to assure timely and effective project implementation is provided through a Project Manager and a Finance Specialist hired by the project.
2. The project manager has the following tasks:
 - Formulate implementation plans for project activities, in consultation with UNDP-internal and external partners to avoid duplication and build synergies when possible.
 - Follow up closely the implementation of the proposed activities identifying possible bottlenecks and providing recommendations for timely delivery including quality assurance.
 - Maintain a close coordination and dialogue with UNDP Regional Centers, Country Offices as well as the EU, WB and UN Agencies for the delivery of PDNA/DRF trainings and support to the adaptation of the methodology.
 - Assure the delivery of PDNA/DRF trainings for ten countries and five intergovernmental organizations for the PDNA Rollout II Project.
 - Guide the adaptation of recovery tools, mechanisms and approaches in 10 countries under the PDNA Rollout II.
 - Provide technical advice to complete the design of the PDNA on-line course and its launching on the first semester of 2018.
3. The financial specialist provides operational / administrative support to the PDNA Roll-out Project focusing on achievement of the following results:
 - Processing of official Mission Travel Requests.
 - Administrative and logistical support for workshops, donor meetings, country/region specific meetings, trainings, conferences, retreats and any other special events.
 - Support monitoring and evaluation frameworks and provide overall monitoring of the projects implementation against established annual work-plans (AWPs);
 - Operational guidance on project design, formulation and initiation including discussion with the implementing partners in setting up the projects;
 - Operational guidance on project reviews / evaluations and preparations for project completion and closures in line with UNDP's policies and procedures;
 - Preparation of minutes of unit meetings and ensuring the tracking of follow-up actions;
 - Work with project managers from the country offices where the project activities are being implemented.

Result 2: Recovery processes are managed by national institutions and systematically implemented to reduce risks to future disasters.

Activity 2.1.: Organize PDNA and recovery trainings in 10 additional countries to develop capacities on assessment and recovery planning.

1. Planning for the reporting period included training for government officials **in two out of ten countries** on the process and methodology for undertaking a PDNA and formulating the corresponding DRF. These trainings target on average 40 delegates from line ministries, the planning and financing offices and local governments.
2. During this period, a detailed planning has been completed with the Governments of Bangladesh, Cambodia and Vietnam for trainings confirmed to take place in the months of December 2017 and January 2018.
3. The trainings are organized in close coordination with our partners the EU, WB and UN Agencies both at the global level through regular exchanges with HQ offices and through the country offices of the same organizations.
4. At the time of reporting one PDNA/DRF training was conducted in the Dominican Republic, and two others were conducted in the Gambia and Cabo Verde in collaboration with GFDRR/WB under their ACP funded programme. A total of 120 participants actively participated in these capacity building activities.
5. Table 2 summarizes all the PDNA and DRF trainings conducted at the country level in this reporting period, and those that have been already confirmed to be conducted in the new reporting period - including detailed planning for its delivery.
6. Figure 1 shows results of the evaluation conducted by the participants to the Dominican Republic training as an example of the feedback requested after every such training.
7. Two innovative approaches have been combined to accelerate the capacity building process at both country and regional levels. This includes a combination of the delivery of a Training of Trainers - ToT (October 2017) to expand the pool of PDNA independent experts and the development of an on-line PDNA course accessible to all practitioners. The course is well underway and expected to be launched at the end of first quarter of 2018.
8. A Training of Trainers, ToT, was conducted with the support of the ITC-ILO, in Turin-Italy, from 9 to 13 October 2017. The PDNA and DRF ToT was attended by 40 forty participants who work either as independent consultants or who are staff of the tripartite partners, coming from various regions around the world, including the Pacific, Asia, the Americas, Africa and Eastern Europe. Forty five percent of the participants were women. Through a careful selection process, it was ensured that the participants had had some previous exposure to the PDNA and DRF before coming to the ToT.
9. The ITC-ILO supported the preparation of the TOT by developing developed 12 trainers' facilitation guides to enable a learner-centered and interactive delivery of the technical content of the training. This included the design of individual and group exercises as well as the revision of the Someland case study through drafting a new disaster scenario and through developing a realistic census data set. In addition to this, the ITC-ILO developed training material according to adult learning techniques for future PDNA and DRF trainers.
10. The PDNA on-line course is an option envisioned to make the PDNA methodology accessible to a larger number of interested parties as well us to contribute to the sustainability of the main objective of the project, which is to strengthen the capacities of regional organizations and national governments to assess,

plan, implement and monitor recovery processes, aiming at increasing resilience following a disaster, by reducing the costs of the face to face trainings.

11. At the time of this report, four modules comprising the PDNA methodology have been designed and are currently being revised to proceed with the final version. Links for the Alpha versions of PDNA Modules 2, 3 and 4 are provided below:

Module 02: Context Analysis, Identification and Estimation of Disaster Effects

Link: https://sifymanage.s3.amazonaws.com/UN/UNDP/PDNA/Alpha_v2/story_html5.html

Module 03: Disaster Impact Analysis

Link: https://sifymanage.s3.amazonaws.com/UN/UNDP/PDNA/Module03/Alpha_v1/story_html5.html

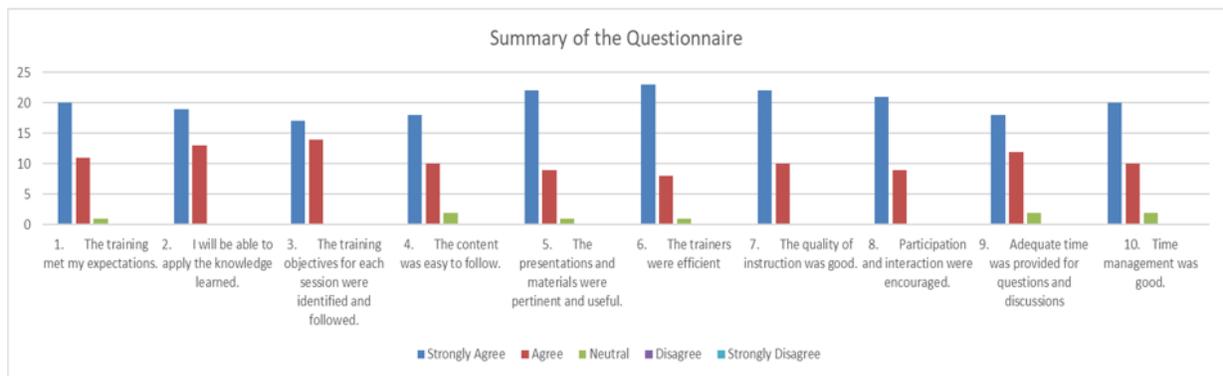
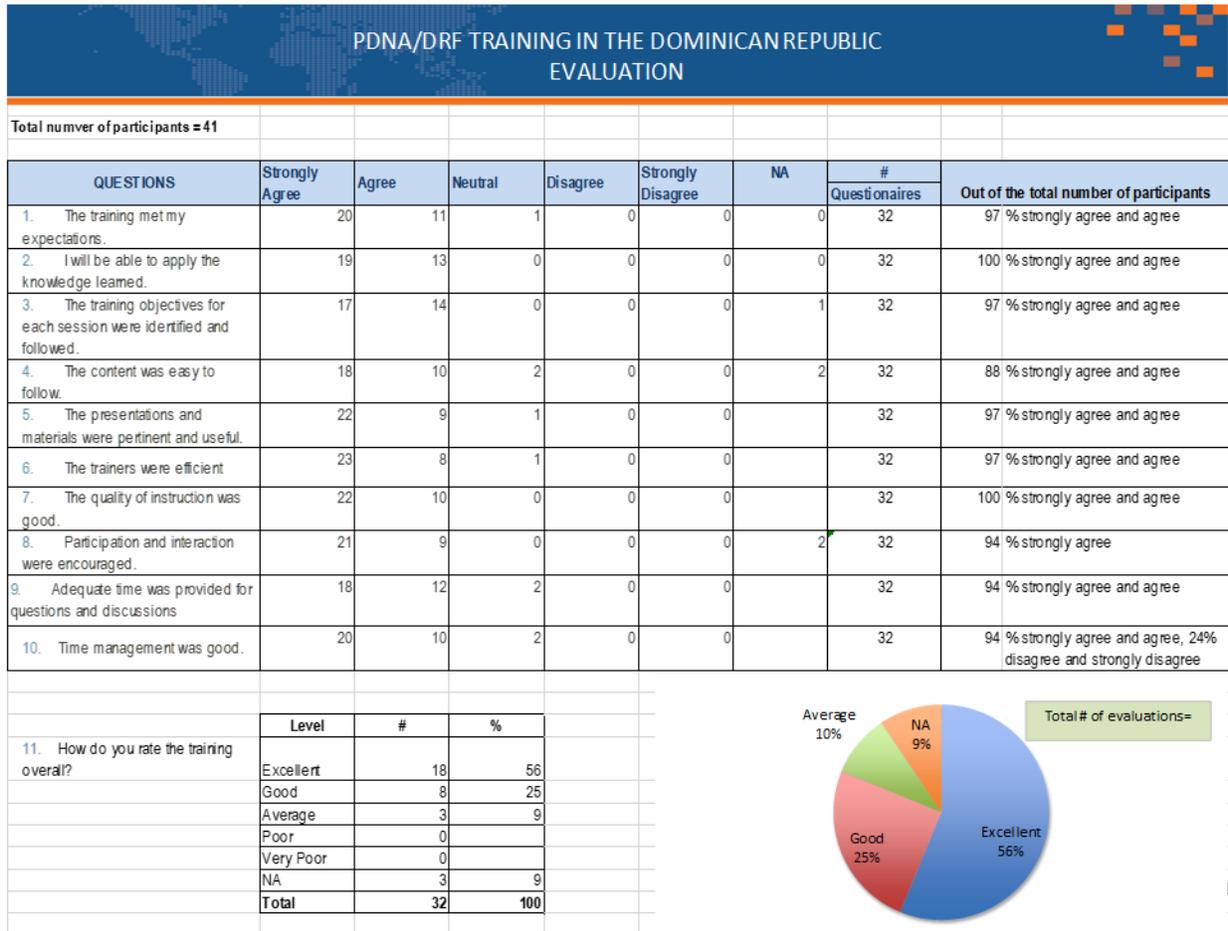
Module 04: Identifying Recovery Needs and Formulating Recovery Strategy

Link: https://sifymanage.s3.amazonaws.com/UN/UNDP/PDNA/Module04/Alpha_v1/story_html5.html

**Table 2. Summary of PDNA/DRF Trainings conducted at the Country Level
Period January – November 2017**

Place	Type of Training	Date	Language	Status
Turin ITC-ILO	ToT	9-13 Oct/17	English	Delivered
Dominican Republic	In country	20-24 Nov/17	Spanish	Delivered
Bangladesh	In country	4-8 Dec/17	English	Confirmed
Cambodia	In country	15-19 Jan/18	English with translation to Khmer Language	Confirmed
Vietnam	In country	22-16 Jan/18	English with translation to Vietnamese	Confirmed
Other countries supported in alliance with GFDRR/WB				
Gambia	In country	18-21 Jul/17	French	Delivered
Cabo Verde	In country	6-10 Nov/17	English and Spanish	Delivered

Figure 1. Results of the Evaluation of the PDNA/DRF training in the Dominican Republic



Activity 2.2: Provide technical assistance to adapt PDNA and DRF guidelines and tools to the national context in ten countries:

Planned activities for the reporting period included the following:

1. Adaptation of PDNA and DRF guidelines and tools to national context in **2 countries**.
2. Provision of technical assistance to strengthen institutional arrangements for recovery – including the M&E mechanisms in **2 countries**.

Following the PDNA/DRF training, the government of the Dominican Republic has indicated its interest in continuing to work on strengthening national capacities for post-disaster recovery. At the time of the reporting, an initial proposal has been received by the Government to initiate the adaptation process in the first quarter of 2018.

Engagement with other Governments will follow once the trainings have been completed. Bangladesh, Cambodia and Vietnam would be the first targeted in the next implementation period.

Activity 2.3.: Provide technical assistance to strengthen institutional arrangements for recovery – including a monitoring mechanism for recovery in ten countries:

This activity is expected to be undertaken along with activity 2.2. The guidelines on Institutional Arrangements for recovery recently completed will facilitate the implementation of this activity.

Activity 2.4: Conduct workshops and consultations with key stakeholders to finalize and endorse the guidelines for assessments and institutional arrangements for recovery in ten countries:

This activity is expected to be undertaken along with activities 2.2 and 2.3 starting February 2018.

Activity 2.5: Project office staff for technical oversight & implementation.

Please refer to report under Activity 1.5

Result 3: Regional inter-governmental organizations have stand-by capacities to effectively advise and support member states in undertaking assessments and planning - recovery.

Activity 3.1.: Conduct training on post -disaster needs assessments and recovery preparedness for 5 regional inter-governmental organizations:

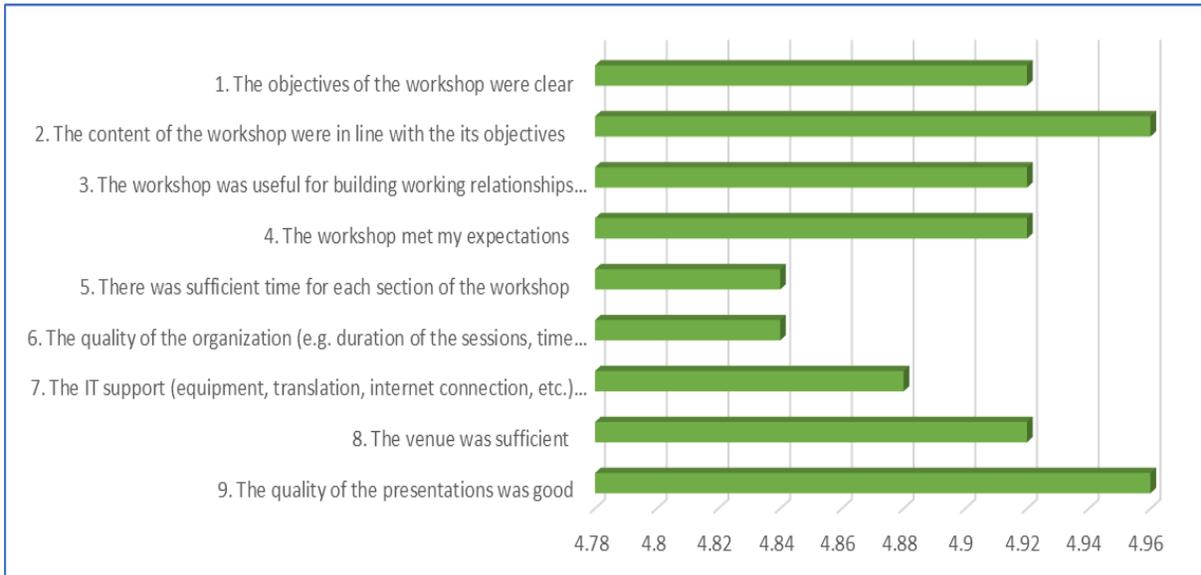
1. Two Inter-Governmental Organizations (IGOs) were targeted for the first year of implementation, the first one is the Commonwealth of Independent States (CIS) in Eastern Europe and the second one, the South Pacific Commission (SPC).
2. In partnership with the Almaty Center in Kazakhstan, a regional PDNA/DRF workshop was delivered for 5 Central Asian countries in October 2017. This activity builds on a sustained effort of the UNDP's Istanbul Regional Hub that has extensively promoted both PDNA and DRF activities, including: a PDNA training conducted in October 2015 in Antalya; several national trainings (Serbia, Moldova, Georgia, Republic of Macedonia) and the reviews of national damage and loss systems in Belarus and Kyrgyzstan, which further resulted in a set of action-oriented recommendations to improve recovery programs carried out during 2016. During

- the period of 2015-2017 several disaster situations that required the activation of the PDNA mechanism (Serbia, Moldova, Georgia, Macedonia, Albania) further triggered interest of the national partners towards its application.
3. Since the training for the CIS was delivered in Russian, this provided a good opportunity to translate in Russian not only the training package but also the entire set of sector guides (PDNA Vol B) and the PDNA Methodology (PDNA Vol A). The translation was done with the leadership of the GFDRR/WB and the guidelines will be available on the website of GFDRR/WB and of the International Recovery Platform (IRP). The training and reading materials have been jointly shared with different institutions in the region. This will certainly contribute to augmenting the capacities of Russian speaking government staff and practitioners. and.
 4. The second regional training for the SPC member countries, initially scheduled for the end of 2017, has been now moved to mid-March 2018 to assure full participation of all member states. To complement this training, a 3-day ToT targeting qualified and experienced consultants in the region as well as staff members from the three partners (EU, WB and UN) is being organized following the standard 5-day training. This ToT gives the opportunity to the Pacific Region to count on a specialized team that could support recovery interventions in a region often affected by natural hazards. As per regular practice, EU and WB are being involved in the organization and delivery of the training.
 5. In partnership with the EU's ACP Program managed by GFDRR/WB, Member States of two additional regions were trained with support of the PDNA rollout II project: a) the Economic Commission of Central African States (ECCAS) in April, and b) the Inter-Governmental Authority on Development, IGAD in May.
 6. With facilitation of the UNDP Regional Center for Latin America & the Caribbean (LAC), and the UNDP's Jamaica Country Office resulted in an initial agreement with the Caribbean Disaster Management Authority (CDEMA) to deliver a regional training for the Caribbean in the third quarter of 2017. However, the 2017 hurricane season that severely affected several islands in the Caribbean prevented the realization of this activity. Considering the large recovery interventions that will be required in the region for the next three to five years following the impact of the hurricanes Irma and Maria in 2017, and considering the general vulnerability of the region to climate events, it remains the need to further support recovery planning and implementation capacities.
 7. As the PDNA online training becomes available, regional organizations will be encouraged to use this tool to further deepen their understanding and knowledge on the PDNA. It is hoped that this will create an additional incentive to promote the PDNA among their member states.

**Table 3. Summary of PDNA/DRF Trainings conducted and planned at the Regional Level
Period January – November 2017**

IGO	Place	Type of Training	Date	Language	Status
CIS	Almaty Center - Kazakhstan	Regional	09-13 Oct/17	Russian	Completed
SPC	Suva - Fiji	Regional	12-16 Mar/18	English	Confirmed
Other IGOs supported in alliance with the WB					
ACCAS	Libreville - Gabon	Regional	24-28 April/17	French	Completed
IGAD	Dar El Salam - Tanzania	Regional	01-05 May/17	English	Completed

Figure 2. Summary of the evaluation conducted in the CIS Regional Training



Activity 3.2.: Technical assistance to regional IGOs to facilitate assistance and cooperation between member states in the event of a disaster:

1. This activity was initiated with the CDEMA but it has suffered some delays given the severe impact of Hurricanes Irma and Maria in the region. Ongoing dialogue suggests an interest of the region to better understand recovery planning and implementation, including the possibility of formulating recovery frameworks to better guide recovery interventions.
2. Expanding the existing pool of national and regional experts in assessment and recovery planning has been a key objective of the project. Having in place a team of experts well cognizant of the PDNA methodology and readily deployable in case of need will help support countries in a more consistent, systematic and timely manner. The PDNA/DRF ToT and the on-line course are expected to help fill the gap in expert’s availability as already explained when addressing result 2 of this report.
3. Working closely with the World Bank and the EU in development of these strategies and linking it to existing projects of the EU with the League of Arab States (LAS), Caribbean Disaster CDEMA, the Caribbean Public Health Agency (CARPHA), and UNDP’s work with the Association for South East Asian Nations (ASEAN) is the aim for the next period of implementation.

Activity 3.3: Project office staff for technical oversight and implementation:

Please refer to report under activity 1.5.

Result 4: Post Disaster Recovery processes are informed by international best practices and standard tools and guidelines.

Activity 4.1. Develop guidelines with benchmarks to inform and monitor recovery of key sectors of the economy:

This activity is scheduled to start in the second period of implementation - therefore no action has been yet undertaken.

Activity 4.2: Develop a “handbook” for setting up recovery institutions, by:

1. A ToR to develop a handbook on institutional arrangements for disaster recovery to provide national governments and international agencies with an improved understanding of best institutional options for effective management of disaster recovery has been prepared and the consultant hired. This handbook is intended to serve as a reference guide to those actively engaged in the management of disaster recovery, including decision makers in national government and those responsible for policy, planning, organization and operations of post-disaster recovery.
2. The methodology for developing the handbook identifies the following three tasks:
 - **Task 1:** Based on a desk review, the consultant will develop at least six case studies of the various institutional models and document the best practices, lessons and challenges.
 - **Task 2:** The consultant will review and compile a list of interlinked major issues in organizational arrangements in disaster recovery and reconstruction.
 - **Task 3:** Based on the findings and case studies the handbook would clearly highlight: i) trends and options for institutional arrangements; ii) the pros and cons of various organizational arrangements; iii) major institutional issues which can have an important bearing on recovery and reconstruction outcomes; iv) sustaining capacity created during recovery and reconstruction process and its utilization in disaster management, and v) recommendations for improved institutional design for the management of disaster recovery and reconstruction operations.
3. The handbook will be available by the end of first quarter of 2018.

Activity 4.3.: Develop guidelines for community and civil society participation in recovery processes:

This activity is scheduled to start in the second period of implementation – therefore no action has been yet undertaken.

Activity 4.4.: Develop standard training modules on Post-Disaster Recovery planning based on the Disaster Recovery Framework (DRF) guide:

1. A joint review of the DRF training package was complete with the WB/GFDRR team. A revised version was incorporated in the PDNA/DRF standard package for the Turin ToT in October 2017.
2. Based on this initial review, additional modules will be prepared as of January 2-18 to provide higher focus on recovery planning and implementation.

Activity 4.5: Develop a compendium of case studies and best practices on recovery and disseminate them online through websites of IRP, UNDP and GFDRR:

Activity 4.5 will be undertaken as of the second year of implementation onwards.

Activity 4.6.: Project office for technical oversight and implementation

Please refer to report under Activity 1.5

3. Difficulties encountered, measures taken to overcome problems and eventual changes introduced

The nature of the project requires effective and timely coordination among several stakeholders engaged in the delivery of PDNA and DRF trainings. The process starts with a dialogue with national and local authorities to understand their interest and willingness to engage in PDNA capacity building, starting with a training programme and transitioning to the adaptation of the PDNA to national context. This dialogue usually gets compounded with more operational aspects, such as the selection of appropriate dates, selection of the venue, identification of key participants, which usually adds to the difficulties to quickly reach consensus.

The next step requires the delivery of the training, as an entry point for a more sustained work on recovery. Once again, the appropriate coordination with the tri-partite partners to establish a core team to deliver the training is critical, this will assure that the right experts are brought in to guide the sectorial analysis during a very intensive hands-on and practical approach. The EU, the WB and the UN Agencies are contacted to contribute to this activity.

This course of action requires good planning and regular exchange with partners to avoid delays that could jeopardize the good organization and delivery of the training.

Disasters affected the project countries during the implementation period. With the number of disasters in the raise, it has happened that long-term planning in each region gets delayed due to severe impacts from different hazards. This was the case with CDEMA as several of its Member States were hit by Hurricanes Irma and Maria, thus delaying this capacity building activity, affecting project implementation.

Measures taken to overcome these issues include the following:

- Initial planning for the yearlong activities including the identification of potential candidates to be part of the PDNA/DRF training.
- A close monitoring and engagement with the national teams comprising the national counterpart and the UNDP country office to identify potential delays and look for alternative options.
- Replacement of the country or IGO that has an impediment to continue with the agreed planning, with another country/IGO that has been previously contacted as part of the initial selection for the year.

On the overall, there were no major changes undertaken during the reporting period.

3. Annual Workplan for the remaining of period of implementation

Activities per result	Year 2				Year 3			
	Q1	Q2	Q3	Q4	Q4	Q1	Q2	Q3
Result 1: Improved PDNAs are conducted and completed with well-defined recovery frameworks informed by a comprehensive assessment of human impacts and social issues.								
1.1 Refine the methodology for conducting human impact assessments								
1.2 Develop tools for integrating conflict sensitivity into PDNA								
1.3. Review PDNAs conducted in project lifetime to assess								
1.4 Printing, translation and dissemination								
1.5 Project Office: Technical Oversight and implementation								
Result 2: Recovery processes are managed by national institutions and systematically implemented to reduce risks to future disasters								
2.1. Organize PDNA and DRF trainings in 10 countries								
2.2. Provide technical assistance to adapt PDNA and DRF guidelines and tools to national context in 10 countries.								
2.3. Provide technical assistance to strengthen institutional arrangements for recovery – including a M&E mechanism in 10 countries.								
2.4 Conduct workshops and consultations with key stakeholders to finalize and endorse the guidelines for assessments and institutional arrangements for recovery in 10 countries.								
2.5 Project Office: Technical Oversight and implementation.								
Results 3: Regional inter-governmental organizations have stand-by capacities to effectively advise and support member states in conducting assessments and planning - implementing recovery.								
3.1. Conduct training on post disaster needs assessments and recovery preparedness for 5 regional inter-governmental organizations.								
3.2. Provide technical assistance to regional IGOs to facilitate assistance and cooperation between member states in the event of a disaster								
3.3 Project Office: Technical Oversight and implementation.								
Result 4: Post disaster recovery processes are informed by international best practices and standard tools and guidelines.								
4.1. Develop guidelines with benchmarks to inform and monitor recovery of key sectors of the economy								

4.2. Develop a “Handbook” for setting up recovery institutions								
4.3. Develop guidelines for community and civil society participation in recovery processes								
4.4. Develop standard training modules on Post Disaster Recovery planning based on the DRF guide								
4.5. Develop a compendium of case studies and best practices on recovery and disseminate them online through websites of IRP, UNDP and GFDRR.								
4.6 Project Office: Technical Oversight and implementation								