

MINISTRY IN CHARGE OF EMERGENCY MANAGEMENT  
(MINEMA)



UNITED NATIONS DEVELOPMENT PROGRAMME  
(UNDP)



*Empowered lives.  
Resilient nations.*

**QUARTER ONE WORK PLAN (January to March 2019)**  
**“Strengthening National and Local Disaster Risk Management Capacity, Resilience and Enhancing Preparedness and Early Warning System in Rwanda”**

Feb 2019

Quarter Work plan January to March 2019/MINEMA - METEO RWANDA


Ministry in Charge of Emergency Management Single Project Implementation Unit Rwanda Meteorology Agency Disaster Programme Quarter Work Plan January to March 2019 Outcome: "Increasing resilience to climate and natural disaster through evidence-based disaster preparedness and effective early warning system."													
Output (Cfr DRG4 Document)	Activities to deliver output/ and Inputs	Indicators/baseline (cfr project)	Targets (Cfr annual plan)	TIMEFRAME (2019)			Implementing Partner	Quarter Budget				Annual budget as reference	
				Jan	Feb	March		Source of Funds	TOTAL (RWF)	USD	Inputs/Details	USD	TOTAL (RWF)
<b>Project output 1: Institutions at national, district and community level have improved technical capacities to reduce risks, manage and respond to natural disasters and limit gender-differentiated impacts</b>	1.3 Enhance the capacity of DRR/DRM organizations involved in disaster management: MINEMA, METEO Rwanda and local staff including disaster management committees	Number of MINEMA and Meteo Rwanda staff, and members of DIDIMACs and SEDIMACs men and women trained that have improved technical skills in risks reduction, management and response to natural disasters and limit gender-differentiated impacts	2 Districts : Training on disaster management and preparedness at Sector and District level conducted  One training for media		X	X	MINEMA	UNDP-TRAC	6,452,800	7,400	Travel costs meeting costs and DSA	4,500	39,240,000
	Conduct Quarterly monitoring of project activities	% of activities monitored	100%				MINEMA	UNDP-TRAC	523,200	600	Travel costs meeting costs		
	1.5 Pay project staff salaries	% of project staff remunerated	100% of project staff	X	X	X	MINEMA	UNDP-TRAC	31,479,200	36,100	Staff salaries and communication costs	144,400	125,916,800
	1.6 Support to the effective operation of NPDM	Number of NPDM meetings held	1 meeting			X	MINEMA	UNDP-TRAC	3,052,000	3,500	Meeting costs	14,000	12,080,000
	1.7 Support to mainstream DRR/DRM into district Plans	Number of districts in which DRR is updated and mainstreamed at local level	2 Districts (Nyabihu and Rubavu)		X	X	MINEMA	UNDP-TRAC	1,744,000	2,000	Workshop costs Travel expenses	10,000	8,720,000
	1.11 Support the operationalization of District Disaster Management Officers	% of DDMOs supported for operations	(100%) all DDMOs supported for operations	X	X	X	MINEMA	UNDP-TRAC	2,180,000	2,500	Fuel, maintenance, insurance costs	10,000	8,720,000
<b>Total of Output 1</b>								<b>45,431,200</b>	<b>52,100</b>			<b>182,900</b>	<b>194,676,800</b>
<b>Output 2 : Population, local authorities and institutions (which institutions) have increased knowledge and skills of risks from evidence-based disaster risk assessments</b>	2.2 Implementation of National Risk Atlas Recommendations	# of targeted development sectors and districts which have implemented at least 50 % of the risk assessment recommendations	- 6 districts with DDMOs - Communication and Media sector		X	X	MINEMA	UNDP-TRAC	3,488,000	4,000	DSA Travel costs	15,000	13,080,000
	2.4 Conduct DRR awareness raising activities among population through TV/radio programmes and production targeting vulnerable population and including specific gender awareness activities	Percentage of Rwanda's male, female and vulnerable population in selected 10 districts prone to disasters aware of disaster risk	70%	X	X	X	MINEMA	UNDP-TRAC	24,416,000	28,000	Cost of radio and TV programmes	30,000	26,160,000
	2.6 Collect, document and cover disaster data, events and evidences through digitalized system for public awareness.	% of disaster program event and best practice covered, documented, digitalised and published for awareness	Disaster communication team operationalised - All (100%) informative events and best practices covered, documented and published for	X	X	X	MINEMA	UNDP-TRAC	5,864,200	6,725	Communication team salaries and communication (airtime)	26,900	23,456,800
<b>Total of Output 2</b>								<b>33,768,200</b>	<b>38,725</b>			<b>71,900</b>	<b>62,696,800</b>

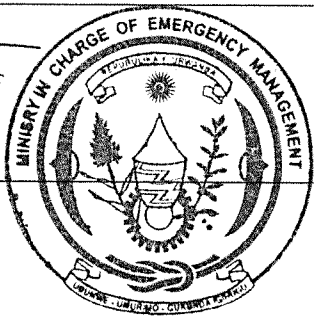
Quarter Work plan January to March 2019/MINEMA - METEO RWANDA

<b>Output 4 : Communities have strengthened capacity to mitigate, adapt and respond to disaster risks</b>	4.1 Assist districts prone to disasters in managing disasters where there is no District Disaster Management Officer (DDMO)	Number of districts assisted and supported through deployment of DDMOs	6 Districts	X	X	X	MINEMA	UNDP-TRAC	12,696,320	14,560	DDMOs salary and communication costs	58,240	50,785,280
	4.3 Production and dissemination of public awareness materials	% of population aware of DRM, Disaster risks	Increased by 5%			X	MINEMA	UNDP-TRAC	10,464,000	12,000	Costs for brochures, pamphlets, flyers, pull up banners, banners, reports, picture frames, etc.	15,000	13,080,000
	4.4 Support the implementation of innovative mitigation and adaptation measures through community-based approach including specific measures implemented by local women's groups	Number of households (gender-disaggregated, female-headed and male-headed) to be benefitted from the implementation of disaster mitigation measures	Disaster mitigation projects and partners Identified		X	X	MINEMA	UNDP-TRAC	1,744,000	2,000	Travel costs meeting costs and DSA	50,460	44,001,120
	4.5 Support innovative socioeconomic initiatives of population vulnerable to disasters:	Nr of community members identified to be benefitted from economic activities Nr. of trained associations	All beneficiaries selected and grouped in associations Train grouped members by vocation (preparation and initial		X	X	MINEMA	UNDP-TRAC	1,744,000	2,000	Training and travel costs	30,000	26,160,000
	4.6 Carry out demonstration and create awareness on fire and lightening prevention through installation of model lightning rods and fire extinguishers in public buildings	Number of model lightning rods and fire extinguishers in public buildings	All Sites Identified (preparation and initial assessment)		X	X	MINEMA	UNDP-TRAC	872,000	1,000	20% of equipment costs	30,000	26,160,000
	4.7 Provide support to population affected by disasters; Assist timely all disaster victims with relief assistance	% of affected Persons assisted immediately (not later than 24 hours)	Timely support all identified most vulnerable people selected for mobilised assistance		X	X	MINEMA	UNDP-TRAC	26,160,000	30,000		30,000	26,160,000


**Total of Output 4** 53,680,320 61,560 213,700 186,346,400

**TOTAL** 132,879,720 152,385 0 468,500 443,720,000

  
KAYUMBA Olivier  
Permanent Secretary/MINEMA



Approved by:

  
Stephen Rodrigues  
UNDP Resident Representative