



Kingdom of Tonga



United Nations  
Development Programme

## Tonga Tsunami Early Recovery (ER) Project 2009

### Narrative

At 6:50 a.m. on Wednesday 30<sup>th</sup> September an earthquake of 8.3 magnitude centered just off Samoa was felt in Niuatoputapu (in northern Tonga closest to Samoa with a total population of approximately 1,665 people) lasting for 20 minutes. Five minutes later, three six-meter waves struck the island at three minute intervals, travelling 600 meters inland and destroying 90% of the houses on the island. Nine people are reported dead, and numerous survivors sustained major injuries. The Kingdom of Tonga has declared a State of Emergency for Niuatoputapu (NTT). Ha'apai islands and Vava'u islands were also affected but not as extensively. Detailed needs assessments are still being carried out with difficulties in accessing the affected islands (the airstrip has been damaged in NTT). However, initial indications are that there is widespread damage to housing and infrastructure including the hospital, roads and basic services, which will severely impact on the livelihoods of affected populations. UNDP proposes to support the government in coordinating response efforts and to prepare the foundations for early recovery through conducting socio-economic assessments which will form the basis for more medium to longer term recovery framework.

**United Nations Development Programme  
Country: Tonga  
Project Document**

**UNDAF Outcome:** (1) Pacific Island Countries develop and implement evidence-based, regional, pro-poor and National Sustainable Development Strategies to address population, poverty and economic exclusion issues, stimulate economic growth, create economic opportunities and quality employment and promote sustainable livelihoods.

**Expected CP Outcome:** 3.1. Disaster risk reduction and management of responses to humanitarian crisis and natural disasters are effective and integrated into all forms of development.

**Expected CPAP Output:** 3.1.1. National strategies reviewed through conflict sensitive analyses, and tension reduction projects developed and implemented.

**Expected Project Outputs:**

1. Reactivation of livelihoods among population affected by tsunami.
2. Support to strategic recovery planning and enhanced disaster risk management systems.

**Implementing Agency:** ~~UNDP Multi-Country Office - Pacific Islands~~

**Executing Agency:** ~~UNDP Multi-Country Office - Pacific Islands~~

<b>Programme Period:</b>	Oct 2009-Oct 2010
<b>CPAP Programme Component:</b>	
<b>Project Title:</b>	Tonga Tsunami Early Recovery Project
<b>Atlas Award ID:</b>	
<b>Start date:</b>	October 2009
<b>End Date:</b>	October 2010
<b>PAC Meeting Date:</b>	Oct 15, 2009

<b>Estimated annualized budget:</b>	300,000 USD
<b>Total resources required</b>	300,000
<b>Total allocated resources:</b>	300,000
• Regular	
• Other:	
o TRAC 3	300,000
o Government	In-kind
o UNDP PC	In-kind
<b>Unfunded budget:</b>	_____
<b>In-kind Contributions</b>	

Agreed by Ministry of Finance and National Planning: *[Signature]* 03/11/2009

Agreed by UNDP: *[Signature]* 4/11/09

## Situation Analysis

The Kingdom of Tonga consists of 169 islands with a total population of 120,898 people. Tonga stretches over a distance of about 800 kilometers (500 miles) in a north-south line. The islands lie south of Samoa, about one third away from New Zealand and Hawaii. The country consists of a series of islands, clustered into 3 main groups: Tongatapu, Ha'apai, and Vava'u; these were formerly known as the Friendly Islands. The total land area is 748 square kilometers (289 square miles). Economically, Tonga relies heavily on remittances from half of the country's population residing chiefly in Australia, New Zealand and United States. In rural areas, the masses rely on plantation and subsistence agricultures mainly coconuts, beans and bananas, which are also major cash crops.

Niuatoputapu is one of the two inhabited islands in Tonga's Niua group with an estimated population of 850 people. The inhabitants of the island reside near the broad lagoon on the north side of Niuatoputapu. The island also serves as a main port of entry for yachts and other shipping arriving from Samoa and beyond.

On Wednesday, 30<sup>th</sup> of September 2009, at 6.50am an earthquake of 8.3 magnitude centred slightly off Samoa was felt in the island of Niuatoputapu and the turbulence lasted for 20 minutes. Five minutes after the long turbulence, three 6 meters waves struck the islands at three minute intervals, travelling 600 meters inland causing major damages in Niuatoputapu and some damages on the neighbouring island of Tafahi. Report from the initial assessment conducted confirms nine fatalities; four seriously injured and major damages to buildings and other infrastructure. The island has a total of 255 private residences of which 89 has been totally destroyed and 56 partially damaged. Most of the public utilities and government buildings on the island has been completely destroyed. While most of the boats on the island of Niuatoputapu are destroyed, the neighbouring island of Tafahi has lost all the boats, which were a source for transportation to Niuatoputapu and means for fishing for livelihood purpose. Water and Sanitation system on the island has been completely devastated and the reef and lagoon have been heavily silted.

During the immediate post disaster phase, emergency relief for the affected population have been efficiently provided the Government of Tonga and its citizens, the Tongan Defence Force, Red Cross, France, Australia and New Zealand.

The only hospital on the island of Niuatoputapu has been fully destroyed by the tsunami. The outer structure of the building only remains standing. A temporary clinic has been setup to address the medical needs of the people of the island. Most of the hospital equipments have been lost and requests have been made to the Government to restore the basic necessities of the clinic such as the cold chain equipment, generator, water tank and autoclave. Immediate health risks such as dengue, measles, diarrhoea has not been observed on the island except for destroyed and overflowing septic tanks in the area, which the government has been spraying to control risks. The affected people have access to psychological support provided by the Church Minister and Red Cross staff on the island.

In the education sector, Primary school buildings on the island of Hihifo and Falehau which had been partially damaged by the tsunami has been under rehabilitation by the Tongan Defence Force for temporary use. However, there is an eminent need of permanent rehabilitation. The High school on the island has not been damaged and has been used by the Government as the relief operation centre.

The main source of income on the island of Niuatoputapu and Tafahi include mat weaving, government employment, and remittances received from those families and relatives residing overseas. Mat weaving is a practice by women groups on the island whereby weaving materials are collected and soaked in sea

water. These are later dried and weaved into final products in private houses. It appears from the initial assessment that three private used for weaving mats have been damaged, but the weaving of mats could still continue to be a profitable business for women as the Pandama leaves, which is used as raw materials are still intact. The economy on the Island of Niuatoputapu and Tafahi is mainly subsistence based whereby fishing and produce from agriculture and livestock for self consumption. While crops and livestock on mainland have not been severely affected, most of the boats have been lost. Collection of sheelfish and sea cucumbers is expected to have seen major setback since the lagoon has been purged with silt from the tsunami waves.

## **Preliminary Needs**

The Government of the Kingdom of Tonga had organized a mission to the Island of Niuatoputapu to conduct initial assessment to quantify the extent and the impact of damages caused by the recent earthquake and tsunami and to identify gaps in humanitarian assistance that maybe filled through donor contribution.

As per the initial assessment and the series of briefing sessions held at the Tonga Defence Force, it has been reported that widespread damage has occurred to medical facilities, infrastructure and residential areas in low lying coastal villages of NTT and to a lesser extent Ha'apai. International (humanitarian) partners such as Australia and New Zealand together with local NGOs have significantly contributed towards addressing some of the immediate needs of the affected population. Some of the humanitarian needs identified thus far can be classified as follows:

- **Temporary/Permanent Shelter:** It is estimated that more than 60% of the Niuatoputapu Population have become homeless. Many affected families are relying on relatives for shelter, while others are living in temporary shelter, which is provided in the form of tents. It is also reported that a portion of the affected population have resorted to shelter at higher grounds on the mountains and are reluctant to move back to their original homes. There is an immediate need for temporary shelter to be provided for the affected population whilst options for permanent shelters are being considered as part of the medium to long term recovery.
- **Medical assistance:** The critically injured people have been evacuated to Va'vau for medical attention and their medical needs have been adequately addressed. A temporary clinic has been setup to address the medical needs of the people of the Island. Most of the hospital equipments have been lost and requests have been made to the Government to restore the basic necessities of the clinic such as the cold chain equipment, generator, water tank and autoclave. There is a need for the damaged hospital to be refurbished and the much needed equipment to be supplied for the smooth operation of the hospital to look into the medical needs of the population.
- **Water, Sanitation and Hygiene (WASH):** As per the latest updates on the NTT situation, the water systems on all the three Islands have been restored. However, it has been identified that permanent repairs be done for the water systems on the Island. There is also a prominent need for proper sanitation facilities to be provided for those affected population living in temporary shelter. Access to clean water and proper sanitation has been a concern for the Ministry of Health.
- **Livelihood:** Most of the boats on the Island of Niuatoputapu and Tafahi has been destroyed or lost during the Tsunami. These boats were used as a medium for transportation and also a source of fishing to cater for their livelihoods. The need has been identified to provide the affected population with some boats in order to enable them to resume with their normal fishing and also have access transportation from Tafahi to NTT. The other source of livelihood identified is mat weaving which is done by women groups in private houses. These private houses or community houses have been reported to be damaged after the Tsunami.

- Early Warning System: Though the Tsunami warning was broadcasted on Air, it was realized that the people of Niuatoputapu did not receive the warning at the right time to enable them evacuate to upper land. There need to undertake an end-to-end review of the existing early warning system for tsunamis and other hazards in Tonga, particularly with an emphasis on how effectively these systems are working in the outer islands and for the most vulnerable groups. The organizational and planning dimensions of EWS would also be assessed, taking into account the chain of communications, roles of community members and the different vulnerabilities and capacities of men and women.

Disaster Risk Management Preparedness/Awareness: It has been identified that there is eminent need for disaster risks awareness programmes to be conducted for stakeholders both at national and community level. During the Tsunami, it was noted that while most of the foreigners ran towards upper land to avoid the waters, the local actually ran toward to coastal areas. This serves to show that the local people lack awareness on some of the fundamentals issues pertaining to disaster such as Tsunami.

## Strategy

UNDP proposes to use the TRAC 1.1.3 funding under category II to provide support to the Tongan government to facilitate and coordinate early recovery on the affected islands following this tsunami, and also to improve its overall systems and practices for disaster risk management and early recovery so as to better handle future disasters. Therefore, the assistance provided would be used for two types of activities: (1) immediate actions to alleviate hardship through reactivation of livelihoods and income generating activities; (2) support to the overall strategic planning of the post-tsunami early recovery process, also entailing strengthening of the existing disaster risk management system in Tonga.

The “whole of government” approach to the early recovery effort, as envisioned by Tongan government, encompasses a wide range of activities in all sectors, that will draw upon the strengths and resilience of both the affected population and government. The sectors addressed to some extent by UNDP under this proposal include: 1) addressing overall vulnerability, 2) disaster risk reduction, 3) livelihoods, 4) shelter. Through the Resident Coordinator system, assistance will also be sought as needed from other UN agencies, within the framework of this proposal and on the request of Tongan government. Other UN agencies will potentially contribute to recovery programming in the following sectors, depending on their particular institutional capacity and expertise: agriculture, education, environment, food security and nutrition, health and water/ sanitation/ hygiene.

The overall principles guiding effective and sustainable early recovery will be observed both in the immediate actions, and in the capacity building for recovery planning and Improved disaster risk management. These include:

- maximize synergies among different actors through efficient coordination of stakeholders in the early recovery process
- guarantee national ownership by the fullest possible engagement of national and local authorities in the planning , execution and monitoring of recovery actions
- “build back better” to ensure that shelter, infrastructure and systems are more resilient to better protect people and communities, and so as not to rebuild the risk
- promote local and national capacities by ensuring that external technical assistance complements rather than replaces existing capacities, and is seen by national actors as supportive rather than directive

- promote gender equality by assessing particular needs and vulnerabilities, and by acknowledging and using women's varied capacities and skills
- use and promote participatory practices to identify needs, build capacities for empowering communities and create the foundations of sustained, free, active and meaningful participation through out all phases of the early recovery process
- monitor, evaluate and learn through appropriate participatory techniques and mechanisms that allow timely identification of corrective measures, and capture the experiences and voices of the target population

Given the dynamic and evolving nature of the transition from post-disaster response to recovery phase, and the need to ensure the optimal use of available resources, the specific activities will be discussed and finalized between UNDP and government in the course of the implementation.

Indicative activities to be undertaken in the framework of this project, at government request, could include but are not limited include the following:

**Immediate actions:**

**Contribution to any remaining clearance of debris** - The community members could be engaged under a cash-for-work programme, in coordination with Tonga military forces, to clear up and dispose of the debris left in the tsunami's wake on Niuatoputapu and Tafahi. This would not only generate some immediate cash income for the local residents, whose livelihoods may have been affected, but will also help the psycho-social outlook by providing a constructive activity, rather than leaving people to passively wait for the arrival of assistance. Both men and women should be involved in this activity.

**Reconstruction of buildings for women's mat weaving** - A local contractor could be hired to rebuild the community halls where the women gather to make mats in the three villages in Niuatoputapu, as an important livelihoods re-activation activity. Even though a number of displaced women and their families are currently living in tents and temporary shelters, the ability to continue to make the mats would restore some sense of normalcy to their daily lives. This is also a key income-generating activity for the entire island, so therefore would boost the local economy.

**Purchase of small boats** - Given that numerous boats owned by local families were demolished by the tsunami, UNDP could support the purchase of 5 fishing boats with outboard motors, of the type normally used on the outer islands, which in addition to fishing could also be used for essential transportation and trade. Two of these boats would be assigned to Tafahi island, as it has no airstrip or ferry.

**Medium term actions:**

**Support for disaster-resilient housing** - Technical assistance could be provided to ensure that the housing being rebuilt following the tsunami would be more resistant to the hazards for which Tonga is at risk, in particular tsunamis, earthquakes and cyclones. To complement the assistance from an expert in this field, local men and women could also be trained in appropriate construction techniques and materials, so that they could collaborate on rebuilding of their homes to be more resistant to disasters. Traditional housing styles as well as modern risk-proofing techniques will be considered, in relation to the various uses and

preferences that women and men may have. Location of housing could also be studied in regard to hazard maps.

Improved early warning systems - Assistance could be provided to undertake an end-to-end review of the existing early warning systems for tsunamis and other hazards in Tonga, particularly with an emphasis on how effectively these systems are working in the outer islands and for the most vulnerable groups. Based on the gaps or shortcomings identified, assistance would then be provided to strengthen the technology component of the EWS, which may entail the acquisition of gauges, buoys, sensors, or communications technology, in particular for outer islands. The organizational and planning dimensions of EWS would also be assessed, taking into account the chain of communications, roles of community members and the different vulnerabilities and capacities of men and women.

Enhanced disaster risk management and preparedness - Assistance could be provided to Tongan government entities -- including National Emergency Management Office, Defense Forces and Meteorology Office -- to assess and improve the overall system for disaster risk management and preparedness. This could cover aspects such as vulnerability mapping, emergency communications, evacuation planning, community disaster preparedness plans, simulation exercises and gender-sensitive and rights-based approaches. Awareness-raising and education programmes on disaster risk management could also be supported, in particular targeting schoolchildren as key agents for promoting awareness among their families and peers, and based their long term insertion in local communities.

Coordination of early recovery programme - UNDP could assist Tonga government officials to develop an overall strategy for early recovery programming in the priority sectors, setting up a structure for ongoing coordination and monitoring of this phase over the expected two-year period. The overall approach would be to "build back better," empower men and women at the community level, and capitalize on the lessons learned from the recent events.

Communications and advocacy - The islanders of Niutoputapu and Tafahi need to be informed of the immediate and medium term recovery efforts that is being undertaken by the Government of Tonga, UNDP and other donors. All forms of media should be considered in order to get key messages regarding early recovery across to the affected communities. A communications strategy outlining activities for the immediate and medium and life cycle of the project could be formulated, as part of an overall early recovery framework.

Alternative activities, when relevant to the Tongan context and in keeping with the guiding principles of early recovery, can also be considered.

## I. TONGA TSUNAMI ER PROJECT RESULTS AND RESOURCES FRAMEWORK (2009-2010)

<p><b>Intended Outcome as stated in the Country Programme Results and Resources Framework:</b></p> <p>3.1. Disaster risk reduction and management of responses to humanitarian crisis and natural disasters are effective and integrated into all forms of development.</p> <p><b>Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:</b></p> <p><b>Indicator:</b> No. of engendered conflict sensitive analysis of national policies, strategies and projects adopted and implemented.</p> <p><b>Baseline:</b> Limited capacity for conflict sensitive analysis and dialogue, tension reduction projects ad hoc and limited in scope and outreach.</p> <p><b>Target:</b> strengthened national capacity for national stability dialogues, conflict sensitive analyses and management of appropriate tension reduction measures.</p>							
<p><b>Partnership Strategy:</b> UNDP will work in support of Tongan government priorities and in close partnership with Ministry of Finance, Ministry of Works, National Emergency Management Office, local authorities, Tongan NGOs and other key stakeholders committed to facilitating early recovery of the affected communities.</p> <p><b>Project title:</b> Tonga tsunami early recovery project</p>							
<p><b>Project ID (ATLAS Award ID):</b></p>							
<b>INTENDED OUTPUTS</b>		<b>INDICATIVE ACTIVITIES</b>		<b>RESPONSIBLE PARTIES</b>		<b>INPUTS</b>	
<p><b>Output 1:</b> Reactivation of livelihoods among population affected by tsunami.</p>							
<p><b>Baseline:</b></p> <ol style="list-style-type: none"> <li>All fishing boats on the two islands destroyed by the tsunami.</li> <li>Six community halls used for women's mat weaving in 3 villages demolished.</li> <li>Cash income sources interrupted by tsunami impacts on infrastructure and equipment.</li> <li>No previous early recovery projects supported by UNDP in Tonga.</li> </ol> <p><b>Indicators:</b></p> <ol style="list-style-type: none"> <li>Number of equipment items</li> </ol>	<p><b>Targets</b></p> <ul style="list-style-type: none"> <li>Equipment purchased to facilitate livelihoods for Niuatoputapu and Tafahi communities</li> <li>At least 20 local community residents engaged in actions to generate income and re-active livelihoods</li> <li>Mid-term monitoring visit conducted</li> </ul>	<p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>Purchase of equipment to enable resumption of livelihoods activities, such as fishing or mat weaving, by local people from Niuatoputapu and Tafahi.</li> <li>Repair of government offices or community halls in affected villages</li> <li>Design and implementation of actions to quickly engage local people in income-generating or livelihoods activities.</li> <li>Program development and monitoring</li> </ul>	<p>UNDP</p> <p>Other agencies</p> <p>Ministry of Works</p> <p>Ministry of Finance and National Planning</p> <p>Meteorology Office - Tonga</p>	<p>Equipment \$50,000</p> <p>Construction materials \$40,000</p> <p>Cash transfers \$25,000</p> <p>Travel and DSA \$20,000</p>			



<p>purchased and delivered to local authorities.</p> <ol style="list-style-type: none"> <li>Number of men and women resuming livelihoods activities.</li> <li>Total cash income generated for local community members through recovery-related activities.</li> </ol>		Tongan NGOs	TOTAL: \$135,000
---	--	-------------	------------------

**Output 2: Support to strategic recovery planning and enhanced disaster risk management systems.**

<p><b>Baseline:</b></p> <ol style="list-style-type: none"> <li>No previous experience by Tonga govt of developing a post-disaster early recovery strategy.</li> <li>Significant gaps in tsunami early warning system made evident by recent disaster.</li> <li>Early warning system for tropical cyclones not recently reviewed or tested.</li> <li>No existing disaster awareness materials designed for Tongan public.</li> <li>Disaster awareness and preparedness not currently included in Tongan school curricula.</li> <li>Lack of familiarity with disaster-resilient housing techniques and materials.</li> </ol>	<p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>Review of Tongan early warning systems and overall preparedness conducted.</li> <li>Publication and dissemination in Tongan language of disaster awareness materials.</li> <li>Evacuation plans or other preparedness measures developed for outer islands.</li> <li>Field exercises conducted with men and women's participation.</li> <li>Technical advisory services provided on topics related to disaster risk management.</li> <li>Project implemented in</li> </ul>	<p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>Technical assistance for the development of an overall post-tsunami early recovery strategic framework.</li> <li>Support to Tonga Aid Management Division for effective coordination of the recovery process.</li> <li>Review of Tongan early warning systems and overall preparedness measures for tsunamis and cyclones, to detect and address gaps.</li> <li>Adaptation, translation and publication of awareness-raising materials on disaster preparedness.</li> </ul>	<p>UNDP Other agencies Ministry of Works Ministry of Finance and National Planning Meteorology Office - Tonga</p>	<p>Equipment \$50,000 Local consultants \$10,000 Audio-visual materials \$20,000 Translation Costs \$10,000 Workshops \$20,000</p>
--	--	--	---	--

<p>7. No existing evacuation plans for outer islands.</p> <p><b>Indicators:</b></p> <ol style="list-style-type: none"> <li>1. Measure identified to improve early warning systems and overall preparedness.</li> <li>2. Awareness materials produced for public.</li> <li>3. Tongan government stakeholders satisfied with project outcomes.</li> </ol>	<p>keeping with agreed timelines.</p> <ul style="list-style-type: none"> <li>• Final report prepared documenting progress and lessons learned</li> </ul>	<ul style="list-style-type: none"> <li>• Development of national and community level evacuation plans or other preparedness measures.</li> <li>• Support for gender-sensitive field exercises and drills.</li> <li>• Technical advisory services provided by UNDP country office and Pacific Centre specialists, and external consultants as needed.</li> <li>• Program development and monitoring.</li> </ul>	<p>Tongan NGOs</p> <p>SOPAC</p> <p>SPC</p>	<p>Travel and DSA \$35,000</p> <p>International consultants \$10,000</p> <p>Communication - \$10,000</p> <p><b>TOTAL: \$165,000</b></p>
<p><b>TOTAL</b> USD\$165,000</p>				

**ANNUAL WORK PLAN BUDGET SHEET**

**YEAR: 2009**

EXPECTED OUTPUTS <i>And baseline as a starting point for activity results and associated actions</i>	PLANNED ACTIVITIES			IMPLEMENTATION		RESPONSIBLE PARTY	PLANNED BUDGET	
	Q1	Q2	Q3	Q4	Funding Source		Budget Description	Amount (USD)
<p><b>Output 1: Reactivation of livelihoods among population affected by Tsunami</b></p> <p><b>Baseline:</b></p> <ul style="list-style-type: none"> <li>All fishing boats on the two islands destroyed by the tsunami.</li> <li>Six community halls used for women's mat weaving in 3 villages demolished.</li> <li>Cash income sources interrupted by tsunami impacts on infrastructure and equipment.</li> </ul> <p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>Number of equipment items purchased and delivered to local authorities.</li> <li>Number of men and women resuming livelihoods activities.</li> <li>Total cash income generated for local community members through recovery-related activities.</li> </ul>						TRAC 3		
<p><b>Activity 1 Results</b></p> <p><b>Reactivation of livelihoods among population affected by Tsunami</b></p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>Purchase of equipments to enable resumption of livelihood activities, such as fishing or mat weaving, by local people from Niuaotupapu and Tafahi</li> <li>Design and implementation of actions to quickly engage local people in income-generating or livelihoods activities</li> <li>Program development and monitoring</li> </ul>						Ministry of Finance and National Planning  Ministry of Works  UNDP  Tongan NGOs		Equipment 50,000  Cash transfers 25,000  Travel and DSA 20,000

<p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>• Equipment purchased to facilitate livelihoods for Niuaotupou and Tafahi communities</li> <li>• 20 local community residents engaged in actions to generate income and re-active livelihoods</li> <li>• Mid-term monitoring visit conducted</li> </ul>					
<p><b>Output 2: Coordination of overall recovery and enhanced disaster risk management</b></p> <p><b>Baseline:</b></p> <ul style="list-style-type: none"> <li>• Lack of local technical expertise in DRM</li> <li>• No prior experience by Tonga govt in overall strategic recovery planning</li> </ul> <p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>• Strategic framework for post-tsunami Early Recovery produced</li> </ul>	<p><b>Activity 2: Support to strategic recovery planning and enhanced disaster risk management systems.</b></p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>• Technical Advisory Services from UNDP Country Office and Pacific Centre Specialists and external consultants as needed</li> <li>• Support to Aid Management Division for strategic recovery planning</li> </ul>	<p>✓</p> <p>✓</p>	<p>Ministry of Finance and National Planning</p> <p>Ministry of Works</p> <p>UNDP</p> <p>Tongan NGOs</p> <p>SOPAC</p> <p>SPC</p>	<p>TRAC 3</p> <p>Travel and DSA</p> <p>20,000</p>	

**ANNUAL WORK PLAN BUDGET SHEET**

**YEAR: 2010**

EXPECTED OBJECTS <i>And baseline associated indicator and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	EMERGENCY		RESPONSIBLE PARTY	PLANNED BUDGET	
		Q1	Q2		Funding Source	Budget Description
<p><b>Output 1: Reactivation of livelihoods among population affected by Tsunami</b></p> <p><b>Baseline:</b></p> <ul style="list-style-type: none"> <li>Cash income sources interrupted by tsunami impacts on infrastructure and equipment.</li> </ul> <p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>Total cash income generated for local community members through recovery-related activities.</li> </ul> <p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>Equipment purchased to facilitate livelihoods for</li> </ul>	<p><b>Activity 1 Results</b></p> <p>Reactivation of livelihoods among population affected by Tsunami</p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>Repair of government offices or community halls in affected villages</li> </ul>			<p>Ministry of Finance and National Planning</p> <p>Ministry of Works</p> <p>UNDP</p> <p>Tongan NGOs</p>	<p>TRAC 3</p> <p>Construction Materials</p>	<p>40,000</p>

<p>Miutopotapu and Tafahi communities</p> <p><b>Output 2: Coordination of overall recovery and enhanced disaster risk management Systems</b></p> <p><b>Baseline:</b></p> <ul style="list-style-type: none"> <li>Lack of local technical expertise in DRM</li> <li>No prior experience by Tonga govt in overall strategic recovery planning</li> </ul> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>Measures identified to improve early warning systems and overall preparedness.</li> <li>Awareness materials produced for public.</li> <li>Tongan government stakeholders satisfied with project outcomes.</li> </ul> <p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>Review of Tongan early warning systems and overall preparedness conducted.</li> <li>Publication and dissemination in Tongan language of disaster</li> </ul>	<p><b>Activity 2 Support to strategic recovery planning and enhanced disaster risk management systems.</b></p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>Technical Advisory Services from UNDP Country Office and Pacific Centre Specialists and external consultants as needed</li> <li>Support to Aid Management Division for strategic recovery planning</li> <li>Review of Tongan early warning systems and overall preparedness measures for tsunamis and cyclones, to detect and address gaps.</li> <li>Adaptation, translation and publication of awareness-raising materials on disaster preparedness.</li> <li>Development of national and community level evacuation plans or other preparedness measures.</li> <li>Support for gender-sensitive field exercises and drills.</li> <li>Technical advisory services provided by UNDP country office and Pacific</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Ministry of Finance and National Planning</p> <p>Ministry of Works</p> <p>UNDP</p> <p>Tongan NGOs</p> <p>SOPAC</p> <p>SPC</p>	<p>TRAC 3</p>	<p>Equipment</p> <p>Local Consultants</p> <p>Audio-Visual Materials</p> <p>Translation Costs</p> <p>Workshops</p> <p>Travel and DSA</p> <p>International Consultant</p> <p>Communication</p>	<p>50,000</p> <p>10,000</p> <p>20,000</p> <p>10,000</p> <p>20,000</p> <p>15,000</p> <p>10,000</p> <p>10,000</p>
---	---	---	--	---------------	--	---

<p>awareness materials.</p> <ul style="list-style-type: none"> <li>• Evacuation plans or other preparedness measures developed for outer islands.</li> <li>• Field exercises conducted with men and women's participation.</li> <li>• Technical advisory services provided on topics related to disaster risk management.</li> <li>• Project implemented in keeping with agreed timelines.</li> <li>• Final report prepared documenting progress and lessons learned.</li> </ul>	<p>Centre specialists, and external consultants as needed.</p> <ul style="list-style-type: none"> <li>• Program development and monitoring.</li> </ul>	✓	✓	✓	✓	
--	--	---	---	---	---	--

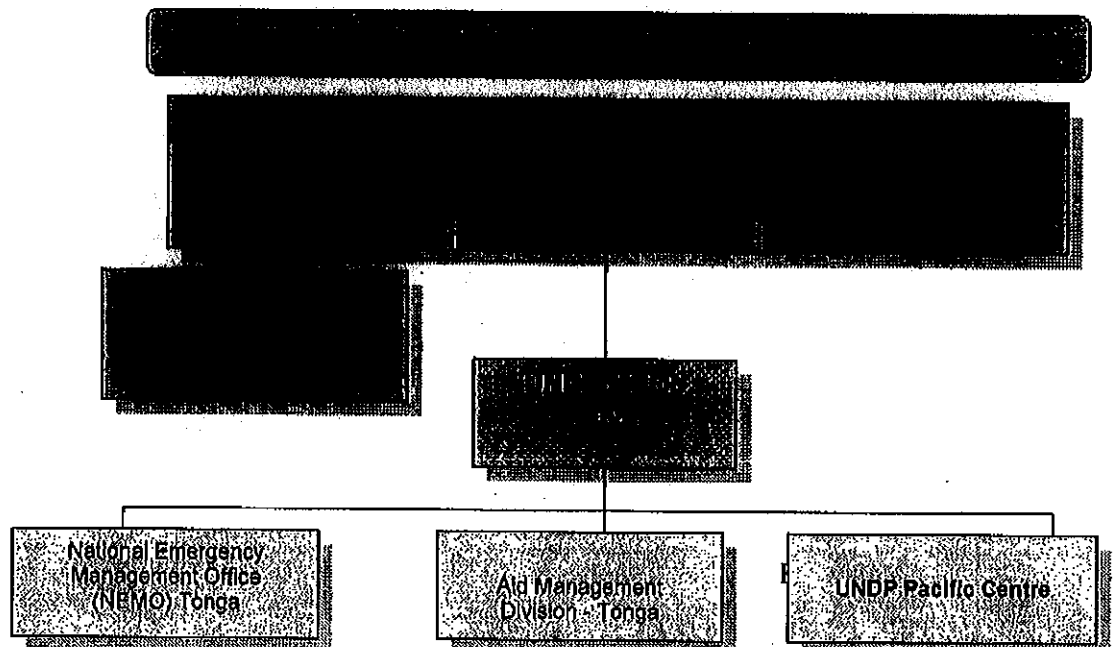
## II. MANAGEMENT ARRANGEMENTS

As per standard arrangements for disaster recovery support, the project will be directly executed by United Nations Development Programme, who will maintain project accounts and financial responsibility. The Ministry of Finance will be the coordinating partner and the Ministry's Aid Coordination Dept. will serve as Head of Implementation on behalf of the Government of the Kingdom of Tonga. The consultation mechanism to discuss and finalize specific work plans for project activities will consist of periodic meetings and ongoing communications between UNDP and Tongan Aid Coordination.

Overall direction for the project will be provided by the national Recovery Committee established by the Government of Tonga after the tsunami, chaired by the Director of Works.

As the Implementing Partner, UNDP may seek the recruitment of consultants, who will be selected in close collaboration with the representative of the Government of the Kingdom of Tonga. Any extra administrative costs accruing to the UNDP Suva Office will be reimbursed on the basis of the Universal Price List.

A Project Board outlined below is responsible for ensuring that project finance is accountably managed and results are delivered in an efficiently and effectively manner. The board will be responsible for building consensus around project strategy for the achievement of planned results. It will also be used as a mechanism for leveraging partnerships and mobilising resources for the project document. In addition, the project board is responsible for making consensual management decisions concerning project issues and risks and provides advice and guidance when required by the project manager. Approval of project budget revisions and AWP is also a key role of the project board. Project reviews by this group are made at designated decision points during the running of a project, or as necessarily raised by the project manager. This group is consulted by the project manager for decisions when PM tolerances (i.e. constraints normally in terms of time and budget) have been exceeded.





## **II Monitoring Framework And Evaluation**

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

### **Within the annual cycle January – December 2010**

On a quarterly basis, a quality assessment exercise shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below. An Issue Log shall be activated in Atlas and updated by the project manager to facilitate tracking and resolution of potential problems or requests for change.

Based on the initial risk analysis submitted (see Annex 1), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation. Based on the above information recorded in Atlas, a Quarterly Progress Reports (QPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.

A project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project. A Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events.

## **Annual Workplan and Budget**

The annual workplan and budget will serve as the primary reference documents for the purpose of monitoring the achievement of results. The project manager is tasked with the responsibility of implementing the project in accordance with these documents.

## **Monitoring visits by UNDP Suva**

The project will be included in the UNDP Country Office Management Plan and will be the subject of monitoring visits undertaken by the Programme Portfolio Manager or a representative of the MCO Governance Unit. The UNDP office upon consultation and agreement with the Ministry of Finance and National Planning will propose the agenda and dates for monitoring visits. Technical specialists from UNDP Pacific Centre will participate in monitoring missions, as required. A report outlining project progress as well as issues to be followed up on will be the output of these missions.

Financial and Operational Progress Reports will be prepared by on a quarterly basis in accordance with the "UNDP User Guide". These reports are required to monitor the project according to the annual work plan and will be used as the basis for the Annual Project Report

{APR}, which will be presented by the PM during the Quarterly Review Meeting. Any substantive changes to the budget and annual work plan will be decided upon at the Tripartite Review Meeting.

### Local Project Appraisal Committee (LPAC)

A project document formulated in consultant with key partners will be presented to the Local Project Appraisal Committee in Tonga in October 2009. The LPAC is a process which appraises the needs, strategies and budgetary requirements to support the Government of the Kingdom of Tonga.

### Audit arrangements

The audit of the project (directly implemented by UNDP) is made through the regular external (UN Board of Auditors) or internal audits (audits managed by UNDP's Office of Audit and Investigation).

### Quality Management for Project Activity Results

<b>OUTPUT 1: Reactivation of livelihoods among population affected by tsunami.</b>		
<b>Activity Result 1.1</b> (Atlas Activity ID)	<b>Activity 1.1 Results:</b> Equipment purchased and actions designed to re-activate livelihoods in the affected communities.	Start Date: October 20, 2009 End Date: March 30, 2010
<b>Purpose</b>	To facilitate the re-establishment of dignified living conditions for the population displaced and impoverished by the tsunami impact.	
<b>Description</b>	Purchase or repair of equipment needed for customary livelihoods activities, such as fishing boats or community buildings for women to weave mats.	
<b>Quality Criteria</b> <i>How/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
(a) Wide consultations conducted with relevant stakeholders	Monitoring Report	July 1, 2010

(b) Incorporation of the key principles of the Pacific Disaster Risk Reduction and Disaster Management Framework for Action & the Pacific Plan	Monitoring Report	July 1, 2010
(c) Incorporation of gender dimensions in activities	Monitoring Report	July 1, 2010
(d) Number of men and women benefited by re-activated livelihoods	Monitoring Report	July 1, 2010
<b>OUTPUT 2: Coordination of overall recovery and enhanced disaster risk management</b>		
<b>Activity Result 2 (Atlas Activity ID)</b>	<b>Activity Results 2: Technical advisory services and other support provided for strategic recovery planning and improved disaster preparedness systems.</b>	Start Date: October 1, 2009 End Date: November 30, 2010
<b>Purpose</b>	To strengthen the resilience of the most vulnerable population in Tonga to recurrent hazards, such as tsunamis and cyclones.	
<b>Description</b>	Development of an overall recovery framework, identification of concrete measures to improve components of the overall disaster preparedness system, and to raise awareness of disaster prevention among the public.	
<b>Quality Criteria</b> <i>How/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
(a) Gaps in national preparedness system identified	Workshop report	November 30, 2010
(b) Wide Consultations conducted with relevant stakeholders	Final Project Report	November 30, 2010
(c) Incorporation of the key principles of the Pacific Disaster Risk Reduction and Disaster Management Framework for Action & the Pacific Plan	Final Project Report	November 30, 2010
(d) Incorporation of Gender Dimensions and principles of CEDAW, Pacific Women's Plan of Action	Final Project Report	November 30, 2010
(e) Measures to improve preparedness proposed to	Final Project Report	November 30, 2010

and accepted by Tongan gov't	Communication by Government to UNDP	Tonga
---------------------------------	--	-------

### III. LEGAL CONTEXT

This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the **Standard Agreement on Operational Assistance (OPAS)** [or other appropriate governing agreement] and all CPAP provisions apply to this document.

Consistent with the Article II of the **Standard Agreement on Operational Assistance (OPAS)**, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

The implementing partner shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

Refer to Annex II: Standard Text: Supplemental Provisions to the Project Document: The Legal Context Standard annex to project documents for use in countries which are not parties to the Standard Basic Assistance Agreement (SBAA).

ANNEX 1: RISK ANALYSIS

OFFLINE RISK LOG

Project Title: Tonga Tsunami Early Recovery Project	Award ID:	Date: October 2009
---	-----------	--------------------

	20/10/2009	Organizational	P = 4 1 = delay in our response as UNDP	Pursue rosters and waivers for procurement of consultants  Obtain quotations in advance from local suppliers for equipment	MCO & Pacific Centre for roster	20/10/2009	
1	Delay in internal procurement processes to hire consultants and purchase equipment						
2	Recurrence of natural disasters in the upcoming months	Act of God	P = 5 1 = may impact our work plan priorities or volume of work	Agree on strategies with counter parts for such events	MCO & PC	20/10/2009	
3	Limited funding due to increased scope of work	Organizational	P = 4 1 = funding constraints	Seek TRAC or other UN agency funding to supplement the activities	MCO	20/10/2009	

**ANNEX II: Standard Text: Supplemental Provisions to the Project  
Document: The Legal Context**

**Standard annex to project documents for use in countries which are not  
parties to the Standard Basic Assistance Agreement (SBAA)**

**General responsibilities of the Government, UNDP and the executing  
agency**

1. All phases and aspects of UNDP assistance to this project shall be governed by and carried out in accordance with the relevant and applicable resolutions and decisions of the competent United Nations organs and in accordance with UNDP's policies and procedures for such projects, and subject to the requirements of the UNDP Monitoring, Evaluation and Reporting System.
2. The Government shall remain responsible for this UNDP-assisted development project and the realization of its objectives as described in this Project Document.
3. Assistance under this Project Document being provided for the benefit of the Government and the people of (the particular country or territory), the Government shall bear all risks of operations in respect of this project.
4. The Government shall provide to the project the national counterpart personnel, training facilities, land, buildings, equipment and other required services and facilities. It shall designate the Government Co-operating Agency named in the cover page of this document (hereinafter referred to as the "Co-operating Agency"), which shall be directly responsible for the implementation of the Government contribution to the project.
5. The UNDP undertakes to complement and supplement the Government participation and will provide through the Executing Agency the required expert services, training, equipment and other services within the funds available to the project.
6. Upon commencement of the project the Executing Agency shall assume primary responsibility for project execution and shall have the status of an independent contractor for this purpose. However, that primary responsibility shall be exercised in consultation with UNDP and in agreement with the Co-operating Agency. Arrangements to this effect shall be stipulated in the Project Document as well as for the transfer of this responsibility to the Government or to an entity designated by the Government during the execution of the project.

7. Part of the Government's participation may take the form of a cash contribution to UNDP. In such cases, the Executing Agency will provide the related services and facilities and will account annually to the UNDP and to the Government for the expenditure incurred.

### **(a) Participation of the Government**

1. The Government shall provide to the project the services, equipment and facilities in the quantities and at the time specified in the Project Document. Budgetary provision, either in kind or in cash, for the Government's participation so specified shall be set forth in the Project Budgets.

2. The Co-operating Agency shall, as appropriate and in consultation with the Executing Agency, assign a director for the project on a full-time basis. He shall carry out such responsibilities in the project as are assigned to him by the Co-operating Agency.

3. The estimated cost of items included in the Government contribution, as detailed in the Project

Budget, shall be based on the best information available at the time of drafting the project proposal. It is understood that price fluctuations during the period of execution of the project may necessitate an adjustment of said contribution in monetary terms; the latter shall at all times be determined by the value of the services, equipment and facilities required for the proper execution of the project.

4. Within the given number of man-months of personnel services described in the Project Document, minor adjustments of individual assignments of project personnel provided by the Government may be made by the Government in consultation with the Executing Agency, if this is found to be in the best interest of the project. UNDP shall be so informed in all instances where such minor adjustments involve financial implications.

5. The Government shall continue to pay the local salaries and appropriate allowances of national

counterpart personnel during the period of their absence from the project while on UNDP fellowships.

6. The Government shall defray any customs duties and other charges related to the clearance of

project equipment, its transportation, handling, storage and related expenses within the country. It shall be responsible for its installation and maintenance, insurance, and replacement, if necessary, after delivery to the project site.

7. The Government shall make available to the project - subject to existing security provisions – any published and unpublished reports, maps, records and other data which are considered necessary to the implementation of the project.

8. Patent rights, copyright rights and other similar rights to any discoveries or work resulting from

UNDP assistance in respect of this project shall belong to the UNDP. Unless otherwise agreed by the Parties in each case, however, the Government shall have the right to use any such discoveries or work within the country free of royalty and any charge of similar nature.

9. The Government shall assist all project personnel in finding suitable housing accommodation at reasonable rents.

10. The services and facilities specified in the Project Document which are to be provided to the project by the Government by means of a contribution in cash shall be set forth in the Project Budget. Payment of this amount shall be made to the UNDP in accordance with the Schedule of Payments by the Government.

11. Payment of the above-mentioned contribution to the UNDP on or before the dates specified in the Schedule of Payments by the Government is a prerequisite to commencement or continuation of project operations.

### **(b) Participation of the UNDP and the executing agency**

1. The UNDP shall provide to the project through the Executing Agency the services, equipment and facilities described in the Project Document. Budgetary provision for the UNDP contribution as specified shall be set forth in the Project Budget.

2. The Executing Agency shall consult with the Government and UNDP on the candidature of the Project Manager<sup>1</sup> who, under the direction of the Executing Agency, will be responsible in the country for the Executing Agency's participation in the project. The Project Manager shall supervise the experts and other agency personnel assigned to the project, and the on-the-job training of national counterpart personnel. He shall be responsible for the management and efficient utilization of all UNDP-financed inputs, including equipment provided to the project.

3. The Executing Agency, in consultation with the Government and UNDP, shall assign international staff and other personnel to the project as specified in the Project Document, select candidates for fellowships and determine standards for the training of national counterpart personnel.

---

<sup>1</sup> May also be designated Project Co-ordinator or Chief Technical Adviser, as appropriate.



4. Fellowships shall be administered in accordance with the fellowships regulations of the Executing Agency.

5. The Executing Agency may, in agreement with the Government and UNDP, execute part or all of the project by subcontract. The selection of subcontractors shall be made, after consultation with the Government and UNDP, in accordance with the Executing Agency's procedures.

6. All material, equipment and supplies which are purchased from UNDP resources will be used exclusively for the execution of the project, and will remain the property of the UNDP in whose name it will be held by the Executing Agency. Equipment supplied by the UNDP shall be marked with the insignia of the UNDP and of the Executing Agency.

7. Arrangements may be made, if necessary, for a temporary transfer of custody of equipment to local authorities during the life of the project, without prejudice to the final transfer.

8. Prior to completion of UNDP assistance to the project, the Government, the UNDP and the Executing Agency shall consult as to the disposition of all project equipment provided by the UNDP. Title to such equipment shall normally be transferred to the Government, or to an entity nominated by the Government, when it is required for continued operation of the project or for activities following directly therefrom. The UNDP may, however, at its discretion, retain title to part or all of such equipment.

9. At an agreed time after the completion of UNDP assistance to the project, the Government and the UNDP, and if necessary the Executing Agency, shall review the activities continuing from or consequent upon the project with a view to evaluating its results.

10. UNDP may release information relating to any investment oriented project to potential investors, unless and until the Government has requested the UNDP in writing to restrict the release of information relating to such project.

### **Rights, Facilities, Privileges and Immunities**

1. In accordance with the Agreement concluded by the United Nations (UNDP) and the Government concerning the provision of assistance by UNDP, the personnel of UNDP and other United Nations organizations associated with the project shall be accorded rights, facilities, privileges and immunities specified in said Agreement.

2. The Government shall grant UN volunteers, if such services are requested by the Government, the same rights, facilities, privileges and immunities as are granted to the personnel of UNDP.

3. The Executing Agency's contractors and their personnel (except nationals of the host country

employed locally) shall:

(a) Be immune from legal process in respect of all acts performed by them in their official capacity in the execution of the project;

(b) Be immune from national service obligations;

(c) Be immune together with their spouses and relatives dependent on them from immigration restrictions;

(d) Be accorded the privileges of bringing into the country reasonable amounts of foreign currency for the purposes of the project or for personal use of such personnel, and of withdrawing any such amounts brought into the country, or in accordance with the relevant foreign exchange regulations, such amounts as may be earned therein by such personnel in the execution of the project;

(e) Be accorded together with their spouses and relatives dependent on them the same repatriation facilities in the event of international crisis as diplomatic envoys.

4. All personnel of the Executing Agency's contractors shall enjoy inviolability for all papers and documents relating to the project.

5. The Government shall either exempt from or bear the cost of any taxes, duties, fees or levies which it may impose on any firm or organization which may be retained by the Executing Agency and on the personnel of any such firm or organization, except for nationals of the host country employed locally, in respect of:

(a) The salaries or wages earned by such personnel in the execution of the project;

(b) Any equipment, materials and supplies brought into the country for the purposes of the project or which, after having been brought into the country, may be subsequently withdrawn therefrom;

(c) Any substantial quantities of equipment, materials and supplies obtained locally for the execution of the project, such as, for example, petrol and spare parts for the operation and maintenance of equipment mentioned under (b), above, with the provision that the types and approximate quantities to be exempted and relevant procedures to be

followed shall be agreed upon with the Government and, as appropriate, recorded in the Project Document; and

(d) As in the case of concessions currently granted to UNDP and Executing Agency's personnel, any property brought, including one privately owned automobile per employee, by the firm or organization or its personnel for their personal use or consumption or which after having been brought into the country, may subsequently be withdrawn therefrom upon departure of such personnel.

6. The Government shall ensure:

(a) prompt clearance of experts and other persons performing services in respect of this project; and

(b) the prompt release from customs of:

(i) equipment, materials and supplies required in connection with this project; and

(ii) property belonging to and intended for the personal use or consumption of the personnel of the UNDP, its Executing Agencies, or other persons performing services on their behalf in respect of this project, except for locally recruited personnel.

7. The privileges and immunities referred to in the paragraphs above, to which such firm or organization and its personnel may be entitled, may be waived by the Executing Agency where, in its opinion or in the opinion of the UNDP, the immunity would impede the course of justice and can be waived without prejudice to the successful completion of the project or to the interest of the UNDP or the Executing Agency.

8. The Executing Agency shall provide the Government through the resident representative with the list of personnel to whom the privileges and immunities enumerated above shall apply.

9. Nothing in this Project Document or Annex shall be construed to limit the rights, facilities, privileges or immunities conferred in any other instrument upon any person, natural or juridical, referred to hereunder.

### **Suspension or termination of assistance**

1. The UNDP may by written notice to the Government and to the Executing Agency concerned

suspend its assistance to any project if in the judgement of the UNDP any circumstance arises which interferes with or threatens to interfere with the successful completion of the project or the

accomplishment of its purposes. The UNDP may, in the same or a subsequent written notice, indicate the conditions under which it is prepared to resume its assistance to the project. Any such suspension shall continue until such time as such conditions are accepted by the Government and as the UNDP shall give written notice to the Government and the Executing Agency that it is prepared to resume its assistance.

2. If any situation referred to in paragraph 1, above, shall continue for a period of fourteen days after notice thereof and of suspension shall have been given by the UNDP to the Government and the Executing Agency, then at any time thereafter during the continuance thereof, the UNDP may by written notice to the Government and the Executing Agency terminate the project.

3. The provisions of this paragraph shall be without prejudice to any other rights or remedies the


UNDP may have in the circumstances, whether under general principles of law or otherwise.



Fiji

**Interoffice Memorandum**

Date: October 22, 2009

**To:** Toily Kurbanov, UNDP Resident Representative a.i  
**From:** Ronald Ho, ARR - P   
**Subject:** Local Project Appraisal Committee (LPAC) Minutes – Tonga Tsunami Early Recovery Project

---

Attached, please find the minutes of the LPAC conducted in Tonga on 15 October 2009 for the Tonga Tsunami Early Recovery Project.

Summarized are decisions concluded from the LPAC meetings:

- Given the dynamic and evolving nature of the transition from post-disaster response to recovery phase, and the need to ensure the optimal use of available resources, the specific activities will be discussed and finalized between UNDP and government in the course of the implementation. Recommendation is to utilize the Government Assessment Report to identify some of the support needs
- RRF to include budgets for UNDP monitoring
- Project to be directly implemented by UNDP

The Project document is in the process of being finalized and will be submitted for approval and signatures between the Government of the Kingdom of Tonga and UNDP.

The LPAC minutes are submitted for signature



## Minutes of Local Project Appraisal Committee

### **TONGA TSUNAMI EARLY RECOVERY PROJECT**

Date: Wednesday 15 October 2009

Location: Nuku'alofa, Kingdom of Tonga

Venue: Conference Room, Aid Management Division, Ministry of Finance and National Planning

Time: 11:00 a.m.

Agenda: Appraisal of the support outlined in Tonga Tsunami ER Project document

#### **Participation**

- Ms. Balwyn Fa'otusia - Deputy Secretary, Aid Management Division, Ministry of Finance and National Planning
- Ms. Natalia Palu Latu – Principal Economist, Aid Management Division, Ministry of Finance and National Planning
- Ms. Fiona Mulhearn – Donor Harmonization Technical Advisor, Aid Management Division, Ministry of Finance and National Planning
- Mr. Knut Ostby - UN Resident Coordinator and UNDP Resident Representative
- Mr. Garry Wiseman – Manager, UNDP Pacific Centre
- Ms. Nescha Teckle – Regional DRM Advisor, UNDP Regional Centre Bangkok
- Mr. Devanand Ramlah - Programme Specialist, Asia Pacific Regional Team, BCPR
- Mr. Iresh Lal – Governance Program Associate, Fiji MCO
- Ms. Karen Bernard – Program Specialist, UNDP Pacific Centre
- Mr. Ronald Ho – Assistant Resident Representative, Fiji MCO
- Ms. Reama Biurmaiono – Communications Associate
- Mr. Brian Lenga – Governance Analyst

#### **Considerations for the organization of this LPAC**

Given the urgency of this project, as it entails tsunami response and recovery, it was determined that the most expedient way to hold the LPAC would be to combine an e-PAC involving colleagues based in Suva, Bangkok, Geneva and New York with an LPAC in Nuku'alofa. The UNDP colleagues on mission in Tonga at the time took part in the LPAC.

## **Presentation by Mr. Knut Ostby, UNDP Resident Representative**

During the visit by Mr. Jordan Ryan (Assistant Administrator and Director – Bureau for Crisis Prevention and Recovery) to the Kingdom of Tonga, it was advised that BCPR was willing to provide stronger support towards recovery and coordination activities through an additional allocation of US\$250,000. This would be in addition to the current US\$50,000 released from the Immediate Response category (II) of TRAC 1.1.3.

From the continued updates from Tonga, it is understood that while a draft report by the Government assessment mission has been completed, this is subject to Cabinet discussion and decision.

While the Government of Tonga yet to fully define the needs, at the same time there is a need to undertake some of the activities immediately. The current project document is open-ended, allowing for choices to be made in the course of project implementation. This flexibility is achieved through:

- a) defining broad based activities in the RRF that captures a range of possible actions within one activity, and having lump sum budget indications in the RRF.
- b) defining a light consultation process that allows UNDP to discuss and agree with Government along the way what specific activities will go ahead. This will also allow the project to absorb additional donor funds as and when they become available.

In keeping with UNDP emphasis and comparative advantage on promoting early recovery and disaster risk reduction, as opposed to response, the range of potential project activities are organized under two broad outputs: (1) reactivation of livelihoods among population affected by the tsunami and (2) support to strategic recovery planning and enhanced disaster risk management systems.

All project proposals for TRAC1.1.3 funding, except for those relating to Categories II (Immediate Response to Sudden Crisis) and V (CPR Policy and Programme Services), are appraised by a BCPR Project Appraisal Committee (BPAC) to ensure eligibility. Under exceptional circumstances, an amount higher than \$100,000 under Category II may be requested with specific justification.

## **Summary of discussion**

1. Livelihoods: closely ties in with agriculture and food security and therefore, this could be a partnership of UNDP with other UN agencies (FAO amongst them). For livelihoods activities, in Indonesia cash grants were provided (max ceiling determined) but proposals and budgets were provided and had to follow a certain format. This was then used for business development or doing work in the agriculture sector
  - IGA: aside from mat weaving, some small businesses (i.e. selling of goods, food stalls, etc) could be an option
2. Cash for work is one way to inject cash into the economy. Certainly can be done fast and organized quickly. This can be used for village clean ups. Another one to consider might be Food for Work. Since there is no longer any subsistence agriculture and may not for a while then this will

arise. Issue of the use of land (this can be address only in a few months down the road and FAO has many good studies on this).

3. Shelter: issue also relates to locations of previous houses. If affected population does not want to return to the previous locations what is the alternative? They may not return due to trauma from the event. Has there been any surveys to provide information to UNDP as to if the coastal line has had changes? If coast has changed and land is now under water – then issue of land and property rights will have to be addressed even before getting to the issue of shelter. Is there documented information on ownership?
  - Type of houses (and technical skills needed) more focus and with what materials will this be constructed will need to be explored.
4. This Project Document addresses the needs of the Affected Population. Currently the Affected Population is supported by those who were not affected (houses not washed away or damaged, etc). This local solidarity is one of the great strengths following natural disasters, however, this group will also need assistance given that subsistence agriculture etc is not function, aside from health centers, etc. Activities for this community: food aid/food for work may be needed in the longer run if they face difficulties. However, income generating activities (i.e. their past livelihoods activities and what they want to do for the future has to be assessed.)
5. Community based Natural Disaster Management: I remember seeing some very good examples from India where local volunteers were used and with community participation systems put in place where villagers were informed on what to do, when in case of earthquakes, tsunamis, and this involved practice runs. Schools: in the shorter term, teachers can be trained on what to do and then this filtered to students as a short term measure – this can happen from right now (depictions through posters/etc.)
6. In order for the population in these two islands to feel they are part of the process, would suggest more focus on community ownership of activities (i.e. cash for work, food for work)
7. Activity: recycling projects during the cleanup campaign it's possible that some material could be reused (i.e. door frames, windows, etc). These could be then handed in for cash. These reclaimed items could be used in the construction or rehabilitation of buildings.
8. It is suggested that a communications component be included. Specific comments can be found on project document. Given that this is an Early Recovery Project, it will also be very important to come up with key messages on how the Government of Tonga and UNDP would be assisting the islanders affected in rebuilding their communities. Therefore I have added in a component on Communications and Advocacy in page 8 and page 11, where I also say that a Communications Strategy will need to be drawn up outlining activities for the immediate, medium and life cycle of this project.
9. General comments on the project document from individual editors please see in the attached document.
10. As part of medium term actions, perhaps the project should look at strengthening the current capacity of the Aid Management Division to coordinate aid immediately after natural disasters such



as Tsunamis strike. This activity could involve the review and revision of policies and procedural guidelines for reacting to natural disasters by a DRM specialist.

11. The project could consider establishing an Aid Information Management System for better aid effectiveness in terms of coordinating and managing aid during the early recovery and rebuilding periods.
12. Noting that the project will be directly implemented by UNDP please indicate if additional short term support staff is required in terms of project support personnel in the RRF.
13. Suggest that the project should engage existing integrated task force e.g.: NDMO, NGOs, local and authorities whose role is ensure that project activities are implemented in accordance with the needs of local communities. That the project should be linked to an existing national framework for addressing income generating initiatives. (Suggested that this be included under output 1 pg 9). Gender balance should be considered in all committee/task forces established.
14. There needs to be formulation of the development of the village development plans that will consider the multi-sectoral approach to addressing recovery needs of communities in a holistic manner.
15. Suggest that the project include an activity to conduct a rapid community assessment. This will outline the demand for goods and services. This will provide the evidence for sound and prudent implementation of projects. (Suggested that this be included under output 1 pg 9).
16. Unemployed youths or community members could be used as labor force in the construction of destroyed community halls. It provide employment and on the job training in their own communities. (Suggested that this be included under output 1 pg 9).
17. Communications links between the Nuku'alofa and NTT should be established and strengthened before any substantial support can be provided to the displaced villagers. For example, VSAT Link or similar communications links could be restored between these islands and the capital.
18. Please look at the Government Assessment Report summary send by RR this morning for the actual immediate needs identified by the government and see if UNDP can support some of these needs.
19. RRF to include budgets for UNDP monitoring visits.
20. The narrative summary should be updated to reflect the final number of casualties, and the title of the Aid Management Division corrected.


#### Timelines

- 19<sup>th</sup> October – closing of e-PAC call for comments
- 20<sup>th</sup> October – final changes to ProDoc based on comments received during PAC process
- 21 October – Initiate process for signoff by all parties
- 22 October – DEX request to be submitted to RBAP


### Closing statement

- The meeting was closed by Ms. Fa'otusia, validating that the draft project document captures previous discussion with Tongan government and indications to date of strategic priorities for assistance to response and recovery after the tsunami
- Also noted that flexibility inherent in the project strategy enables further identification and specification of the most relevant activities over the next few months

Minutes of LPAC Jointly endorsed by

  
\_\_\_\_\_  
Mr. Knut Ostby  
UNDP Resident Representative  
and UN Resident Coordinator

Date: 22-05-09

  
\_\_\_\_\_  
Ms. Balwyn Fa'otusia  
Deputy Secretary, Aid Management Division,  
Ministry of Finance and National Planning

Date: 21/10/2009