

Country: Kyrgyzstan

**UN Support for Strengthening Disaster Preparedness and Response Coordination in the Kyrgyz Republic
(DRCU Secretariat) Work Plan:**

Annual Work Plan 1 January 2013 – 31 December 2013

UNDAF Outcome(s):

UNDAF Pillar C: Inclusive and Sustainable Job-Rich Growth for Poverty Reduction encompassing areas of Energy and Environment and Disaster Risk Reduction

Outcome 3:

UN continued its active support to the **disaster response coordination mechanism** in the country. Based on thorough and wide discussions held in 2012, the Disaster Response Coordination Unit (DRCU), led by the UN RC, updated key guiding documents and introduced to members and partners. This has been appreciated and supported by the international community and several new important actors that confirmed their interest to join DRCU, such as GIZ, USAID and WB. The concept of one unified Inter-Agency Contingency Plan (IACP) for large disasters and small and medium scale emergencies was developed and discussed. DRCU succeeded to increasing its capacity through series of capacity building measures. REACT members first time participated in the nationwide simulation exercise "Disaster 2012", with participation of 15 different UN Agencies, national and international NGOs representing the humanitarian community. Besides, REACTs were activated twice in April-June 2012, as a response to floods that affected Naryn and Batken regions of the country, and Kyrgyzstan Crisis Communications Group was formed to ensure that the humanitarian community in Kyrgyzstan can effectively communicate with relevant audiences during the transition from humanitarian response to recovery and development. One of the key tasks is to ensure joint communications in times of crisis.

DRCU Outcome:

Disaster preparedness and response coordination mechanism (the Mechanism) strengthened through effective DRCU Secretariat support.

Managing agent:

UNDP Kyrgyzstan

Participating Organizations

OCHA, OHCHR, UNDP, UNFPA, UNHCR, UNICEF, UN RCO, UN WOMEN, WFP, WHO.

Responsible parties:

DRCU Secretariat

Project partners

Donors, Government, Red Cross and Red Crescent Movement, international organizations, international and local NGOs

Fund Management Option:

Pooled and OCHA funds

Brief Description

The Kyrgyz Republic is highly exposed to disasters. Landslides, mudflows and floods are major hazards, with 200-300 events every year. Seismic activity results in more than 3,000 earthquakes registered annually. In addition, the country is at high risk for manmade disasters from the industrial and nuclear waste dumps left over from the Soviet past. The main objective of the project is to support the coordination activities of the Disaster Response Coordination Unit (DRCU) Secretariat in further strengthening cooperation and coordination for disaster preparedness and response between the donors, local and international organizations, NGOs, UN organizations and the Government of the Kyrgyz Republic. DRCU project covers the period from July 2011 to December 2013 and include three main outputs:

- Output 1: Strategic decision-making process supported and all stakeholders kept up-to-date with preparedness for disaster response;
- Output 2: DRCU regulations and guidance papers aligned with actual policy, legal and operational environment widely disseminated;
- Output 3: ERP&ER joint inter-agency information management framework is operational.
- Output 4: Consolidated Inter-Agency Contingency Plan (IACP) endorsed and disseminated;
- Output 5: Emergency response by disaster response coordination mechanism facilitated;
- Output 6: Coordination between Inter-Ministerial Commission on Civil Protection (IMCCP), National Platform on DRR, MoES and DRCU mechanism strengthened.

Programme Period: July 2012 – December 2013

Key Result Area (Strategic Plan): Coordination for disaster preparedness and response

Atlas Award ID: 00068284

Start date: 1 July 2012

End Date : 31 December 2013

Management Arrangements DIM

Total resources required (July'12-Dec'13): **\$95,000.00**

OCHA parallel funding (July'12-Dec'13): **\$60,000.00**

2013 AWP budget: **\$28,837.00**

of which UNDP: **\$10,000.00 (incl. TRAC \$8,222.00)**

Agreed by UNDP:

Signature:

Date:

Sh. Dh. 20/3

Mr. Pradeep Sharma, Interim UN Resident Coordinator

DRCU AWP 2013

Project #: 00083559

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>		PLANNED ACTIVITIES <i>List activity results and associated actions</i>		TIMEFRAME		RESPONSIBLE PARTY		PLANNED BUDGET		
								Funding Source	Budget Description	Amount
Output 1: Strategic decision-making process supported and all stakeholders kept up-to-date with preparedness for disaster response										
Activity Result 1.1. Secretariat support to DRCU and DRCU Chair										
	Action 1.1.1. Conduct regular quarterly DRCU meetings and ad-hoc emergency meetings: <ul style="list-style-type: none"> draft/obtain approval of meeting agendas prepare supporting documents take meeting minutes follow up on implementation of decisions file, archive, etc. 	X	X	X	X	DRCU	UNDP	Simultaneous interpretation, sundries, coffee-break	3300	
	Action 1.1.2 Day-to-day support to RC/DRCU Chair	X	X	X	X	DRCU	UNDP	Rent, communication, audio visual and office equipment, stationery, office supplies	4912	
Activity Result 1.2. Methodical and substantive support to DRCU members and national partners										
	Action 1.2.1 Brief DRCU members about tools, services and mechanisms for Emergency Response Preparedness and Emergency Response (ERP&ER)	X	X	X	X	DRCU				
	Action 1.2.2 Promote Hyogo Framework for Action with focus on Priority Action 5: "Strengthen disaster preparedness for effective response at all levels" among DRCU members and partners	X	X	X	X	DRCU				
									Output 1 sub-total:	8212
										171
Output 2: DRCU regulations and guidance papers aligned with actual policy, legal and operational environment widely disseminated										
Activity Result 2.1. DRCU Standard Operational Procedures are in use										
	Action 2.1.1. Support review of SOP (if/when needed). Upon request by DRCU (not more than once a year)		X			DRCU	UNDP	Printing, translation	171	
									Output 2 Sub-Total:	171
Output 3: ERP&ER joint inter-agency information management framework is operational										
Activity Result 3.1. Common and fundamental operational data sets are used to the extent possible in DRCU information flows										

EXPECTED OUTPUTS And baseline, associated indicators and annual targets	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME			RESPONSIBLE PARTY	PLANNED BUDGET		
		X	X	X		Funding Source	Budget Description	Amount
	Action 3.1.1. Update and consolidate baseline vulnerability data	X	X	X	DRCU			
	Action 3.1.2. Promotion of the use of common operational datasets using sex and age disaggregated	X	X	X				
	Activity Result 3.2. Regular Early warning analyses made available to DRCU members and partners							
	Action 3.2.1. Aggregation stockpiles data and/or other relevant ERP&ER data provided by DRCU members	X	X	X	DRCU			
	Action 3.2.2. Follow up and analyses of early warning reports	X	X	X	DRCU			
	Action 3.2.3. Support to circulation of relevant early warning information amongst DRCU members and UN partners	X	X	X	DRCU			
	Activity Result 3.3. DRCU events calendar established							
	Action 3.3.1. Compilation and updating list of DRCU meetings combined with DRCU calendar events based on calendars provided by each DRCU member annually and/or quarterly	X	X	X	DRCU			117
	Activity Result 3.4. Updated DRCU website is operational and kept up-to-date							
	Action 3.4.1. Regularly review the most important ERP&ER websites, such as www.reach-initiative.kg; http://mes.kg; www.stat.kg and others in order to find complementarities and avoid duplication	X	X	X	DRCU			
	Action 3.4.2. Support to discussion on the content of DRCU website and preparation TOR for improvements if needed	X	X	X	DRCU			
	Action 3.4.3. DRCU website is kept fully operational in English and Russian languages and updated on weekly base	X	X	X	DRCU	UNDP	Payment to web-hosting provider	117
							Output 3 sub-total:	117
	Output 4: Consolidated Inter-Agency Contingency Plan (IACP) endorsed and disseminated							
	Activity Result 4.1. Inter-Agency Contingency Plan designed and compiled in the line with IASC recommendations and standards							1000
	Action 4.1.1. Support and participation in the IACP thematic group	X			DRCU	UNDP	IACP Workshop Printing, translation	1000
							Output 4 sub-total:	1000
	Output 5: Emergency response by disaster response coordination mechanism facilitated							
	Activity Result 5.1. Rapid Emergency Assessment and Coordination Teams (REACT) missions conducted							2783
	Action 5.1.1. Support to inter-agency dialogue	X	X	X	DRCU			

EXPECTED OUTPUTS And baseline, associated indicators and annual targets	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME			RESPONSIBLE PARTY	PLANNED BUDGET		
						Funding Source	Budget Description	Amount
	on joint rapid needs assessment procedure	X	X	X	DRCU	Pooled funds	2783	
	Action 5.1.2. Facilitation and participation in inter-agency needs assessment missions through REACT mechanism	X	X	X	DRCU			
	Action 5.1.3. Support and/or contribution to situation reports preparation	X	X	X	DRCU			
	Action 5.1.4. Creation and maintaining list of emergency contacts	X	X	X	DRCU			
	Output 5 sub-total:							2783
	Output 6: Coordination between Inter-Ministerial Commission on Civil Protection (IMCCP), National Platform on DRR, MoES and DRCU mechanism strengthened							500
	Activity Result 6.1. Government key partners and main stakeholders of the NPDRR are better informed of DRCU activities.							
	Action 6.1.1. Preparation of supporting documents for DRCU representation in the Inter-ministerial Commission on Civil Protection sessions/meetings	X	X	X	DRCU	UNDP	500	
	Activity Result 6.2. DRCU Chair/ DRCU members are informed of likely threats that could trigger a disaster in the country							14658
	Action 6.2.1. Compilation of Monthly Risk Monitoring Update (RMU) and its distribution, including hard copies for archiving	X	X	X	DRCU			
	Action 6.2.2. Alert the DRCU Chair and DRCU members and advise on needed ERP activities in case of impending emergency	X	X	X	DRCU			
	Action 6.2.3. Analysis of daily emergency information (from MoES website or received directly) and sharing analysis with DRCU members	X	X	X	DRCU			
	Action 6.2.4. Project staff salary	X	X	X		Pooled funds	13828	
	6% payroll charges						830	
						Output 6 sub-total:	15158	
						Output 1-6 total:	27441	
	TOTAL Project Budget for 2013:						1221	
	7% Donor charges						175	
	1% communication costs						28837	
	TOTAL AWP 2013						28837	

DRCU budget (UNDP)	10000
DRCU budget (donor)	17441
7% donor charges	1221
1% communication costs	175
TOTAL FUNDS	28837

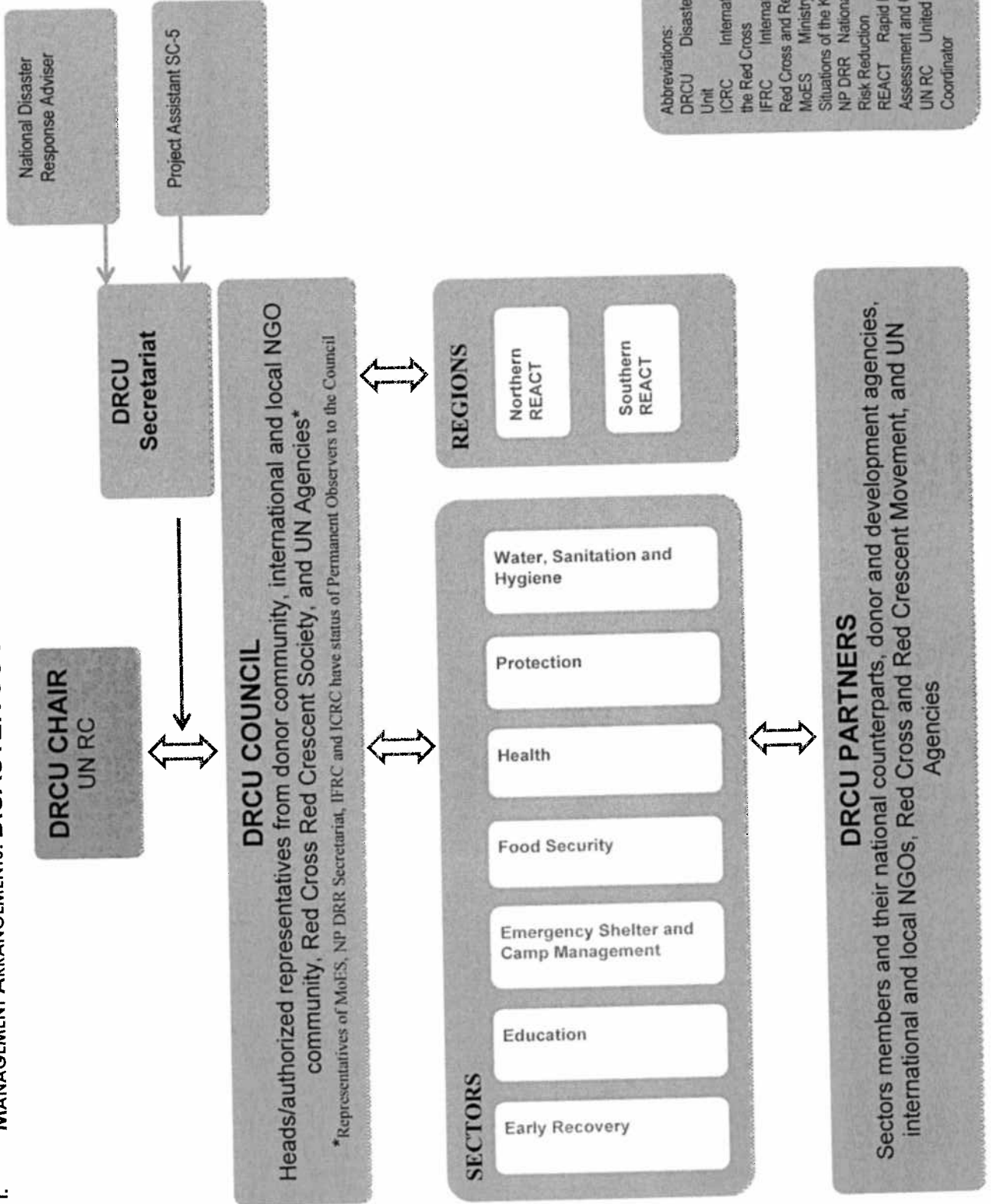
Approved:

Position: Interim UN Resident Coordinator

Name: Mr. Pradeep Sharma


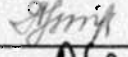
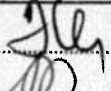
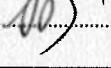
Date: 24 / 02 / 2013

I. MANAGEMENT ARRANGEMENTS: DISASTER COORDINATION UNIT STRUCTURE



Clearance Slip

Purpose: 2013 AWP of UN Support for Strengthening Disaster Preparedness and Response Coordination in the Kyrgyz Republic (DRCU)

Cleared by	Signature	Date	Comments
National PMU Manager		31/01/13	
Programme Officer/Associate		31.01.13	
ARR		31/1/13	
Operations Manager		TRAC \$8,222.00	
DRR *			

*/ DRR signs a

clearance slip only if the document to be signed by RR (please refer to the latest office ICF)

1) pls ensure that contribution to common security budget is taken into account.

2) As per ProDec UNDP should contribute \$10K minus balance from DIPECHO project, pls make sure TRAC is reflected.

Dear Saltanat,
 as the final figures of contributions of projects to Common Security Budget have not been determined and taking into account the timelines of AWP approval, I suggest that you clear this AWP now without security charges. As soon as amounts of contributions are finalized the project will be charged for the respective amount.

Thanks, NS 15/02/13