

**UNITED NATIONS DEVELOPMENT PROGRAMME
PAPUA NEW GUINEA COUNTRY OFFICE**



MISSION REPORT SUMMARY

Date: 13 – 19 November 2018

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| <p align="center">Name</p> <p>Khusrav Sharifov – Chief Technical Advisor Michael Sembenombo – Project Manager Philomena Emilio - Project Associate Hudson Tabara – Project IC Charles Kelly – Consultant Kim Allen – Communications Clerk</p> | <p align="center">Unit</p> <p>DRM</p> | <p align="center">Tel No.</p> <p>+675 321 2877 Ext 251</p> | <p>Travel Authorization #s:</p> <p>Approved</p> |
| <p align="center">Approved Mission Itineraries: POM-Buka-POM</p> | | <p align="center">List of Annexes: Refer to participants list for SOPs Training</p> | |
| <p align="center">(From) Inclusive Travel Dates (To)</p> <p align="center">12 – 20 November 2018</p> | | <p align="center">Key counterpart (s) in each location:</p> <p>Secretary – Department of Community Government Acting Director – AROB Disaster Office DFAT representative – AROB DFAT Office Special Projects Advisor – Department of Education (AROB) Ward Councilor – Sohano Ward Deputy Ward Councillor Sohano Ward Department of Mineral Policy & Geohazards Management National Department of Education National Disaster Centre Regional Integrated Multi Hazard Early Warning Systems (RIMES)</p> | |
| <p>Purpose of Mission:</p> <p>To conduct training on developing the Standard Operating Procedures (SOPs), Tsunami Evacuation Planning and Tsunami Drills on Sohano Island - Ward</p> | | | |
| <p>Brief Summary of Mission Outputs/Findings:</p> | | | |

Background

The Disaster Risk Management (DRM) Project funded by DFAT and implemented by the United Nations Development Programme (UNDP) with the support from the National Disaster Centre (NDC) have been working closely with the Autonomous Bougainville Government (ABG) through the department of Community Government and the Regional Disaster Directorate to strengthen and enhance the DRM capacity in the region. There have been number of significant activities in the region in collaboration with other agencies such as Department of Mineral Policy and Geo Hazards Management (DMPGM), National Weather Service (NWS), Conservation Environment Protection Authority (CEPA) and the Regional Integrated Multi-Hazard Early Warning Systems (RIMES).

Through the work done with key partners in the region, there were recommendations for several activities to be implemented such as the Standard Operating Procedures (SOPs) Development Training, Tsunami Evacuation Planning and the Drills as well as Humanitarian Partners Coordination Meeting.

1. SOPs Development Training

The training was intended for the staff of the AROB Disaster Directorate, the District Executive Managers and Planners as well as the partners in the region with DRM/DRR mandate. The main idea was for the participants to familiarise themselves with the SOPs as well as understanding how to develop hazard specific SOPs.

A one-day training was conducted with theoretical and more practical sessions that enable participants to think through and develop SOPs in groups. There were rich discussions with explanation on certain confusions for better understanding. The level of understating varies from one participant to another.

In terms of way forward, there is a need to support the Executive Managers of the Districts to develop SOPs at the District level. However, there are challenges such as the lack of staff within the Disaster Directorate that needs to be addressed.

2. Tsunami Evacuation Planning and Drill

Preparing the community required a great deal of co-ordination and collaboration among partners and stakeholders as well as the whole community. A pre-planning exercise was conducted on Wednesday 14 November led by the ABG Disaster office and further discussions were held on the island of Sohano occupied by 1,500 people. The exercise was led by the Ward Councillor. The exercise was supported by the National Disaster Centre, United Nations Development programme, Department of Mineral Policy and Geohazards Management, Department of Education, RIMES, Department of Community Government of AROB, and ABG Disaster Office.

A drill was then conducted on the morning of 15 November on the island of Sohano at 8am Bougainville time and witnessed by the Secretary for Community Government and DFAT. The exercise involved the entire community on the island including 3 schools on the island. All 3 schools participated in the community drill then later in the day a separate drill was conducted for Sohano Primary School which comprised of 451 students (216 males and 235 females), from Grades three to eight and 13 teachers.

Purpose

The purpose of conducting the drills was to prepare Sohano Community for any worse case scenarios of a tsunami occurring.

Main Points

- Knowing and understanding in the event of a tsunami or occurrence of any hazards that can cause a disaster
- Better Planning and co-ordination for future drills
- Clear communications required for chain of command and visibility of escape routes and evacuation maps (billboards, church and other critical facilities)

- Identification of roles and responsibilities
- Importance of doing awareness, prior to conducting drills
- Updating of ward records for better planning
- Importance of Community preparedness

Key Highlight

Development of SOPs for Tsunami and Evacuation Map of Sohano Island for the Sohano Ward.

Challenges/Observations

- A key challenge during the mission was the change of key AROB Disaster officers
- Confusion in the roles and responsibilities because no meetings were conducted at the National level for all stakeholders
- Mix messages during the actual drills because no awareness was conduct with the community prior to the drills

3. Humanitarian Partners Coordination Meeting

The final Humanitarian Partners Coordination meeting for 2018 was conducted on the 19 November 2018. The representatives that attended were from the UNDP, AROB Disaster Office, Care PNG, Save the Children, Plan International, DFAT and the Secretary for Community Government Ms Donna Pearson. The meeting basically reviewed the Disaster Action Plan. The details of the Action Plan including the minutes of the meeting and the list of participants are attached as Annexes.

Pictures



Sohano Island, Buka , Autonomous Region of Bougainville



Assisting community members evacuate to tsunami safe area.



Sohano community evacuating to higher ground during the tsunami drills



Standard Operating Procedures Workshop in Buka , AROB

Follow up Actions

SOPs Development Training

1. Follow up with the District Executive Managers, Planners and Partners on their hazard specific SOPs
2. Support District Executive Managers and Planners to develop District level SOPs
3. Finalise and share SOPs with the Regional Disaster Directorate

Tsunami Evacuation Planning and Drill

1. Development of Evacuation Plans for schools and evacuation maps for Sohano Island
2. Evacuation Maps to be placed on billboards on the island
3. Put up permanent tsunami signages on the island and schools on the island
4. Use of the bell as the siren for the meantime and have it relocated to safe location which is the hilltop on the island
5. Ensure assembly areas are clear of any obstacles, ask the community to clear it as part of their community service
6. Identify alternate escape routes in case the current ones are affected by an earthquake
7. Future drills should involve practise with the disabilities and a translator (tokpisin)
8. Construction of handles/rails for the stairs and improve spacing of the stairs as they are too narrow
9. Sirens, DRM Project to fund tsunami sirens
10. Build a ramp that would curve around the island and would be wider
11. Development of School DRM Plans

Humanitarian Partners Coordination Meeting

1. Provide 1 pager brief on the establishment and purpose of AROB Humanitarian Partners Coordination team to the Secretary Ms Pearson

Share 3 W matrix to all humanitarian Partners in AROB

Partners to share the AWP for 2019 with the Secretary by 18 December 2018

UNDP/NDC DRM Project to support the Department in developing M&E plan for the Disaster Office to monitor all DRM activities in the region.

Annex 1. SOPs Development Workshop Participants list



| S/No. | Name | Organization | Designation | Contact No. | Em |
|-------|---------------------|----------------------|---------------------|-------------|---------------|
| 1 | JOYCELYNE KAREVUI | KIETA DISTRICT ADMIN | DLGO | 73170364 | Jkarevui |
| 2 | LUKE PAMSI | TOROKINA ADMIN | DEO | 74269431 | |
| 3 | ANGELISE HAMEZ | NISSAN DIST ADMIN | EXECUTIVE MGR | 70796400 | |
| 4 | Joseph Napei | KUNUA DISTRICT | A/EXECUTIVE MANAGER | 71438882 | |
| 5 | MALCOLM GAGA | DEPT | | 73196406 | |
| 6 | ANDREW GAZGO | NDC | AD - OPS | 72197781 | andrewg |
| 7 | IAN TINOE | DPAT | Pm | 72007875 | ian.tinoe |
| 8 | TONNY MOERA | KIETA DISTRICT | EM | 72013906 | tonny.moera |
| 9 | LORETTA TITUS | NISSAN DIST ADMIN | MANAGER | 71552351 | |
| 10 | Samuel Aviran | TOROKINA DIST ADMIN | DLGO | 72402183 | samuelaviran |
| 11 | DONNA KEOLSON | DCG - HQ | A/Secretary | 73122838 | donna.keolson |
| 12 | BARRARA GUNNAN | BUKA URBAN CG | VICE CHAIR | 72399653 | barbara.gunn |
| 13 | SIMON KORAIKORU | D/O - Comm. Govt | EM | 7074032 | simon.korai |
| 14 | BRIAN KIMANA | Buka Urban CG | Manager | 73555786 | brian.kimana |
| 15 | WILLIE RENA | CHAIRMAN (BUCCG) | CITIZEN | 79124303 | |
| 19 | LAWRENCE BANAE | NEW BANUA FM | Broadcast Present | 73090999 | |
| 20 | John Bonoi | Sohano | Ward Ass. ste n | 73498073 | john.bonoi |
| 21 | TREVOR NORD | SWAI | DPI | 72303633 | trevor.nord |
| 22 | PETER KAMUKI | SWAI | EM - | 73690392 | peter.kamuki |
| 23 | Anton Payne | RPP - | Advisor | 70827844 | anton.payne |
| 24 | MARTIN TSORA | DISASTER OFFICE | RESPONSE OFFICER | 71795222 | |
| 24 | John S. Serey | DCG | Repa Coordinator | 79629076 | |
| 25 | Aloysius TITSIRO | SELMA/SUM DIST ADMIN | A/EXECUTIVE MGR | 72529854 | |
| 26 | CHRISTOPHER WOODNEY | CARE INTERNATIONAL | PROGRAM DIRECTOR | 71302213 | christopher |
| 27 | THOMAS MATSI | SWAI ATOLL | EM ATOLL | 73466258 | |

Annex 2. Tsunami Evacuation Planning and Drill Participants List

Annex 3. Humanitarian Partners Coordination Meeting Participants list

AUTONOMOUS REGION OF BOUGAINVILLE
 AUTONOMOUS BOUGAINVILLE GOVERNMENT
 BOUGAINVILLE REGIONAL DISASTER OFFICE
 HUMANITARIAN PARTNERS COORDINATION MEETING
 MONDAY, 19 NOVEMBER 2018

| #S | NAMES | POSITION TITLES | ORGANIZATIONS | CONTACT # | SIGNATURE | DATE |
|----|--------------------|------------------------------------|-----------------------------------|-----------|-----------|------------|
| 1 | Roslyn Kuniata | Bougainville Program Coordinator | Caritas Australia | 72949495 | | 19/11/2018 |
| 2 | Boniface Wadasi | Community Education officer | SAVE THE CHILDREN | 71004610 | | 19/11/2018 |
| 3 | Terry Sumbinangi | Project officer - Disaster Project | Care International - Bougainville | 73002717 | | 19/11/2018 |
| 4 | NAOUI BASIKA | Project officer - Disaster Project | Care International | 73276725 | | 19/11/2018 |
| 5 | TOPA HERSHEY | PROGRAM DIRECTOR - AROB | | 7130 2213 | | 19-11-2018 |
| 6 | Stanley Snaun | DRR coordinator | Plan International | 72098751 | | 19/11/18 |
| 7 | MICHAEL SEMBENOMBO | DRM PROJECT MANAGER | UNDP | 71142141 | | 19/11/18 |
| 8 | Malcolm Gaga | A/Director Disaster Manu | DEPT Comm Govt | 75196406 | | 19/11/18 |
| 9 | IAN TAVORE | PROGRAM MANAGER | DEAT | 72007875 | | 19/11/18 |
| 10 | Donna Pearson | ASecretary | DCG | 75122828 | | |

Annex 3a. DRM Action Plan – AROB

| No | Action Point(s) | Who is Responsible | Timeframe | Progress Updates |
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| 1 | Information Paper to BEC -Status of Regional Disaster Directorate- Action Point: Larry and Carlos to Brief Minister of Community Government on the Workshop Recommendations | ABG Disaster Office/UNDP Bougainville Office | End of December 2018 | Michael to confirm with Carlos and relay to Malcolm Michael to share the ToR for Capacity Assessment with Ian and Donna |
| 2 | District Level SOPs *Close Consultation with 13 districts – Community Government | ABG Disaster Office / District EM/NDC | End of December 2019 | Consultations done Training conducted |
| 3 | Development of District Level SOPs | District EMs/AROB Disaster Directorate/Partners | End of June 2019 | |
| 4 | Develop M&E log frame for Disaster Office in 2019. | Department of Community Government | End of December 2018 | |
| 5 | ARoB SOPs -SAR (Search and Rescue) SOPs - Share the finalised SOPs with AROB | ABG Disaster office/UNDP/IOM/NMSA | End of December 2018 | |
| 6 | ARoB Disaster Management Plan | ARoB DM TWG | 01st Draft to be in place by End of year 2017 | Plan was developed, push it through BEC but didn't go through. Anthon and Sione to do |

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| | | | | <p>policy submission to BEC.</p> <p>Realised that there were several things to be reviewed. The committee was to be set up first.</p> <p>Establish the committee first before doing submission of the Plan.</p> |
| 7 | <p>Training</p> <p>A. DM Training</p> <p>B. Sphere Standards Training</p> <p>C. CHARM</p> <p>D. Disaster Assessment Training</p> | <p>NDC/UNDP Care International UNDP/NDC/UPNG UNDP/NDC</p> | <p>End of December 2019</p> <p>End of December 2019</p> <p>Nov (2017)</p> <p>End of September 2019</p> | <p>Completed</p> <p>Share course information with Donna</p> |
| 8 | <p>Establish Disaster Committee – Bougainville Regional Disaster Committee to be established (The committee will then review the Plan and submit to BEC).</p> <p>*Workshop for Disaster Office and partners – policy team in DCG to present their plan</p> <p>*Identify areas that would need improvement</p> | Disaster office | <p>End of December 2018/End of March 2019.</p> | <p>TOR have been drafted. Information Paper to be developed with procedures submitted to BEC.</p> <p>Committee to be established</p> <p>The committee will look at the draft SP and DRM Plan before submission to BEC for endorsement</p> |
| 9 | <p>Finalize Capacity Assessment</p> <p>* Final Report to be shared with AROB Disaster Directorate.</p> | UNDP/Disaster office | <p>End of March 2019</p> | |
| 10 | <p>Resourcing Disaster Management Office</p> <p>-A need for a 20 KVA Generator</p> | UNDP/NDC | <p>End of Dec 2019</p> | <p>Back up power is needed by the Department.</p> |
| 11 | <p>Who? What? Where? When? (Stakeholder Mapping)</p> | Disaster office/Care/Plan/IOM/Red cross | <p>End of Nov 2018</p> | <p>Michael to share the matrix with the partners</p> |

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| 12 | ARoB Legislation (SP Legal Framework). | Dept Community Government / Law & Justice | End of 2019 | AROB Strategic plan to be legislated |
| 13 | Establishment of Bougainville Assessment Team | Disaster office/Care/Plan/IOM/Red Cross/UNDP | End of June 2019 | TOR to be developed. Michael to share TORs and Assessment forms at national level if any so that can be contextualised to AROB Context. |
| 14 | Early Warning System <ul style="list-style-type: none"> • Localising EWS • National level EWS linked with Bougainville • • | Disaster Office/ Care/ Plan/IOM / Red Cross/UNDP | End of December 2019 | Discussion and way forward RVO set up office in Torokina – DCG and Lands to allocate for RVO to have the equipment installed. |
| 15 | Communication/ Awareness Raising Plan in Bougainville | Disaster office/Care/Plan/IOM/Red Cross/UNDP/NDC/Bougainville Media Bureau | End of March 2019 | |
| 16 | Study Tour to Rabaul | Disaster Office/ UNDP | End of 2017 | Done in March 2018 |
| 17 | Finalizing DR Assessment Process | Disaster office/Care/Plan/IOM/Red cross | End of July 2018 | MHRA completed. Results available and shared with Disaster Directorate. |
| 18 | Filling Vacancies in Disaster Office | ABG (Dept of Personnel Management) | Mid 2019 (June) | |
| 19 | Establish Emergency Stockpile of NFI (Non-food items) <ul style="list-style-type: none"> - Storage Container | DM Office / Red Cross / IOM/ Plan / Care | Plan & Red Cross – June 2018 DM Office – End of December 2018 | Red Cross to finalise the agreement at their end. Disaster Directorate to support with the movement of Storage Containers to new location as and when necessary. |
| 20 | Establish Multi-Purpose Operating Centre | DM Office / Red Cross / IOM/ Plan / Care | December 2018 | It is a way to go. Upgrade current facilities at the Disaster Office to meet the required needs. |
| 21 | Upgrading Monitoring System (Installing rain gauge at the Districts) | UNDP/ Disaster Office/ NWS | December 2019 | |
| 22 | Lessons learned – EQR Earth Quake Response | Disaster Office / Caritas/Care | January 2019 | Share information and lessons in January 2019 during first Humanitarian partners Coordination Meeting. |
| 23 | Pre- Disaster Data information that is | Dept of Lands & Planning / Statistics Office / DM Office/ | June 2018 | Data provided by Janely for RIMES to finalise |

| | available at the Lands Office | Red Cross / IOM /Care | | MHRA and Tsunami Evacuation Planning |
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