



**MINISTRY OF DISASTER MANAGEMENT
AND REFUGEE AFFAIRS**



BUILDING NATIONAL AND LOCAL CAPACITIES FOR DISASTER RISK MANAGEMENT IN RWANDA

QUARTERLY PROGRESS REPORT

QUARTER: TWO

Project Title:	Building National and Local Capacities for Disaster Risk Management in Rwanda
Project No:	
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Year	2013 (Year 1)
Reporting Period	October 2013-December 2013
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Government:	In-kind Contributions (MIDIMAR):\$300,000.00
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Acronyms

- DDMC:** District Disaster Management Committee
- DRM:** Disaster Risk Management
- DRR:** Disaster Risk Reduction
- EDPRS:** Economic Development and Poverty Risk Reduction
- HFA:** Hygo Frame Work for Action
- MDGs:** Millennium Development Goals
- MIDIMAR:** Ministry of Disaster Management and Refugee Affairs
- NPDRR:** National Platform for Disaster Risk Reduction
- SDMC:** Sector Disaster Management Committee
- UNDP:** United Nations Development Programme

1. Executive Summary

Effective July 2013 upon signing of the Project Document, the Project “Building National and Local Capacities for Disaster Risk Management in Rwanda” have been implemented by the Ministry of Disaster Management and Refugee Affairs (MIDIMAR) in partnership with UNDP which provides funding and technical expertise.

1.1. Brief Background and Project Purpose

The project aims at developing capacities for Disaster Risk Management at all of the three-tier levels i.e. enabling environment, organizational and individual levels. The project was specifically initiated towards supporting the Government of Rwanda to strengthen its DRM capacity, enhance preparedness and reduce risks, and achieve its global commitment to the Hyogo Framework for Action (HFA) and the MDGs. The project is then aligned to country Strategic plan EDPRS and the UNDAF.

The project has five outputs related to strengthening national and local capacity to manage disaster risks; reinforce national and local coordination mechanisms for DRM and raise public awareness. Moreover, the project supports the mainstreaming of DRR in development plans and key relevant policies and building risk knowledge through a comprehensive risk assessment and development of the country’s National Risk Profile. The project supports also the establishment of the end-to-end early warning systems and the piloting of a risk reduction strategy based on vulnerability reduction and risk mitigation measures. The project adopts a multi-hazard approach and ensures a multi-stakeholder engagement during its lifecycle.

This report covers the 2nd Quarter (October to December 2013). It reflects the results of activities undertaken during quarter II which are continuously and cumulatively linked to activities undertaken during the first quarter. The results achieved during the quarter contributed to the project’s outputs through the implementation of different activities such as:

- Trainings on DRM that were benefited by local authorities i.e. DDMCs in 5 Districts (Burera, Muhanga, Nyamasheke, Nyabihu and Rwamagana) and SDMCs for 20 sectors selected from those five mentioned districts
- Preparatory activity of tender for recruiting a consultant who will undertake DRR Capacity assessment for NPDRR, MIDIMAR, DDMCs and SDMCs
- Organize, coordinate and facilitate the workshop of NPDR
- Raise public awareness of the local community through various talk shows, publicity spots and awareness campaigns at community level.
- Mainstream DRM in District Plans in Rutsiro District after training of Local authorities on DRR and on how DRM has to be integrated in District development plan.
- Reinforce MIDIMAR capacity in Disaster Communication System.
- Perform daily activities in the districts by Disaster Management Officers (DDMOs) for Disaster monitoring, public awareness and community sensitization on DRR

The subsequent section is a brief narrative of the progress made against results during the quarter.

2. Progress Made Against Results

Considerable progress was achieved towards projects results during the second quarter of the Project: "Building National and Local Capacities for Disaster Risk Management in Rwanda. Key achievements including discussion of challenges and constraints, solutions adopted or proposed and key lessons learnt are presented hereunder:

UNDAP OUTCOMES		
Outcome 1.3: Rwanda has in place improved systems for: Sustainable management of the environment, natural resources and renewable energy resources, energy access and security, for environmental and climate change resilience, in line with Rio+20 recommendations for sustainable development		
CCPD Outcome Indicator: 1). No of sector policies reflecting environment, climate change, disaster risk reduction and gender considerations; 2) No of districts reflecting environment, climate change, disaster risk reduction and gender considerations in their development plan and budgets; 3) National Platform for Hyogo Framework Action plan in place	Baseline : 1) 2 sector policies reflecting environment, climate change, disaster risk reduction and gender considerations; 2) 7 districts reflecting environment, climate change, disaster risk reduction and gender considerations in their development plans; 3) No National Platform for DRR in place	Target: 1) 7 sector policies reflecting environment, climate change, disaster risk reduction and gender considerations; 2) 30 districts reflecting environment, climate change, disaster risk reduction and gender considerations in their development plans; 3) A National Platform for DRR established
OUTPUT 1: Enhanced capacities of national and local institutions to manage disaster risks and recover from disaster events; including improved national and local coordination mechanisms		
Key Action 1.1: Capacity Assessment and Capacity Development (CA-CD) of MIDIMAR, DDMCs, SDMCs and NPDRR		
Activity: DRR Capacity Assessment of MIDIMAR, DDMCs, SDMCs and NPDRR		
Indicator: DRM capacity assessment of MIDIMAR, NPDRR, DDMCs and SDMCs	Baseline: No	Target (Quarter 2 and 3): Yes; MIDIMAR's, DDMC's, SDMC's and NPDRR's capacities assessed and capacity development plan developed
Indicator Status: Tender process to recruit a consultant who will undertake the DRR Capacity assessment of MIDIMAR, DDMCs, SDMCs and NPDRR is now initiated and work to commence within the next quarter (Quarter III –Jan to Mar 2014)	Date: Quarter II and III Source of Data: The MIDIMAR Procurement Plan and Tender Document.	

a)Key Achievements	
<p>The Terms of Reference (ToR) for this consultancy to undertake the DRM capacity assessment of MIDIMAR, DDMC, SDMC and NPDRR has been developed. A tender request has been processed for the recruitment of the short-term consultant. The qualified expert is expected to start the assignment in February 2014 within 3-month contract duration.</p> <p>The assessment is focused on evaluation and analysis of the institution's technical and functional capacities/competences to prepare for, reduce, respond and recover from disasters and to develop a capacity development plan for DRM and DRR addressing the capacity gaps.</p>	
b)Key Challenges/Constraints	
<p>i) Challenges The request for tender failed to catch-up with the scheduled deadline for all procurement by MIDIMAR for the quarter, hence the delay in the recruitment of the consultant. There was also a slight delay in the preparation and finalization of the Terms of Reference. Another challenge that may have indirectly affected the deferral of the tender process is the delayed fund transfer/disbursement to MIDIMAR during the quarter.</p> <p>ii) Solutions Despite the deadline for procurement, the Tender Request was still submitted and processed with the Procurement Unit in December 2013 to allow the internal review of the tender documents. The project team also ensured that the activity and its corresponding budget will be included in the ensuing quarter.</p> <p>iii) Lessons Learnt Procurement process is a time-consuming undertaking hence, any project activity which requires tender process will need to be initiated way in advance in order to avoid delays. The preparation of the Terms of Reference has to be made way ahead and ensure that the activity or item requiring tender be included and reflected in the MIDIMAR's Procurement Plan for timely and appropriate follow up and implementation. Timeframe for the procurement process has to be taken into consideration when planning the implementation timeframe of an activity so as to avoid underestimation of time and overestimation of budget request for a specific quarter.</p>	
c)Use of UNDP Development Drivers	
Capacity Development	The activity is a direct capacity development intervention and strategy adopted by the project. UNDP's capacity development approach drives this key action. The results of this key action will inform the DRR/DRM capacity development strategy and plan for MIDIMAR, DDMCs, SDMCs and NPDRR.
Policy Advisory Service	No advisory Service
South to South Cooperation	No south to south cooperation for implementing the activity, thus far.
d) Addressing Cross Cutting Issues	
Gender	The capacity assessment and capacity development plan will take

	into consideration the gender issues. As a way of ensuring this, the evaluation criteria developed for evaluating the Technical Proposal i.e. methodology and associated tools of the prospective applicants will include key gender indicators. The gender mainstreaming guidelines of MIDIMAR as well as the UNDP Gender Marker will be used as key reference in the assessment process including in drawing out key recommendations.	
Human Rights	Human rights will also be taken into consideration during the capacity assessment process including the implementation of capacity development strategies and plan. It will be endeavored that the capacity assessment process will attempt to look into the extent of knowledge and technical capacities of staff and institutions on the use and application of Human Rights Based Approach in disaster risk management, among others.	
Environment	DRR and DRM are themes which are directly related to issues of environment i.e. environmental protection, eco-system based management, climate change impacts, etc. The capacity assessment will ensure to include an evaluation of individual and institutional (organization) capacities and competencies for integration of environment issues in DRR and DRM strategies, approach and plans and vice versa. It will also include an assessment of relevant DRR policies which requires integration and mainstreaming of environmental concerns. Specifically, the assessment will also look into how far both environment and DRR/DRM are inter-linked and integrated in the institutions' plans and programs.	
Key Action 1.2: Capacity building at all levels, strengthening of institutional/legal framework and improved disaster/emergency operations and coordination		
Activity: Basic DRM training for local authorities i.e. DDMCs and SDMCs		
Indicator: No. of MIDIMAR Staff, NPDRR Focal Points and members of DDMCs and SDMCs trained on relevant DRM skills	Baseline: 950 women and men trained on Basic DRM skills as of 2012	Target: 50 women and men trained on relevant DRM skills
Indicator Status: 32 DDMCs members and 152 SDMC's members (41 women, 143 men) trained on DRM trained (368% accomplished as per target)	Date: 17-20 December 2013 Source of Data: DDMOs' Report on the DRM Training organized in Burera, Rwamagana, Muhanga, Nyabihu and Nyamasheke; Attendance list and financial report	

a) Key Achievements	
<p>A total of 184 local authorities (41 women, 143 men) from the DDMCs¹ of five (5) Districts namely Burera, Rwamagana, Muhanga, Nyabihu and Nyamasheke and SMDCs² of 17 Sectors (in the Districts mentioned) were trained on basic disaster risk management.</p> <p>The training equipped the local authorities with basic knowledge and understanding of the concepts of disaster risk management and disaster risk reduction. It also promoted local authorities' grasp of the importance of mainstreaming DRR in the District Development Plans (DDPs). The training also helped the DDMCs and SDMCs to understand their role and responsibilities in Disaster Risk Reduction at District and Sector level respectively. It likewise increased awareness of the local authorities on the hazards their respective Districts are prone to.</p>	
b) Key Challenges/Constraints (Not more than 150 words)	
<p>i) Challenges The composition of the DDMCs and SDMCs represent the core and key authorities at both District and Sector levels. They have a range of responsibilities and functions expected of their positions; hence, their availability to participate in training poses a challenge on implementation. A two-day training event is also a bit too much as expressed during the post training evaluations conducted.</p> <p>ii) Solution Training modules for DDMCs and SDMCs must be designed and developed for one day only in order to avail a better rate of participation.</p> <p>iii) Lessons Learnt Building capacities at local levels i.e. Districts and Sectors is crucially important to ensure sustainability of project results. Local authorities and the community are the frontline responders when disaster strikes, thus it is very critical to develop and strengthen local DRM capacities and skills.</p> <p>Furthermore, training and sensitization are effective tools to develop local authorities' awareness and understanding of the National DRM Policy and promote better appreciation of the roles of local governments in DRM.</p> <p>Organizing and conducting training at local levels is more cost-efficient, focused and generates better participation rate.</p>	
c) Use of UNDP Development Drivers	
Capacity Development	The key action is a direct capacity development strategy aimed at strengthening institutional and individual capacities for decentralized entities on DRM at grass root levels. While the capacity assessment is still to be undertaken, there are evident and

¹ DDMC Members trained include: District Mayor, District Army Commander, District Police Commander, Professional in Charge of Disaster Management in the District, District Social Protection Officer, Director of the District Hospital, and Rwanda Red Cross District Representative

² SDMC Members trained include: Sector Executive Secretary, Sector Social Affairs, Reserve Force Commander, Sector Army Commander, Sector Police Commander, Local Defence Force Commander, Head of Health Centre, Head of Community Health Workers, Sector Rwanda Red Cross Representative

	basic training needs already identified as requiring capacity development interventions such as training. As soon as the Capacity Development Plan and Strategy is developed, the training program for local authorities to strengthen disaster risk management capacities will be more focused and need-based.	
Policy Advisory Services	The implementation of this key action directly conforms and is guided by relevant policies i.e. the National Disaster Management Policy and the National Strategic Plan.	
South to South Cooperation	So far, no south to south cooperation has been established in implementing this key action.	
d) Addressing Cross Cutting Issues		
Gender	Gender considerations were adhered to during the implementation of this Key Action. Both women and men participated in the training conducted in 5 DDMCs and 17 SDMCs during the quarter. The report also captures actual number of women and men participation in training to ensure gender is consciously monitored in all key actions of the project. Aside from gender-disaggregated reporting and participation of women and men, the training modules also incorporate gender issues i.e. tackling the differential roles of women and men in managing, coping and responding to disaster situations; discussing the differential impacts of disasters to women and men highlighting the high vulnerability of women compared to men.	
Human Rights	The basic training on disaster risk management for DDMCs and SDMCs is aimed at developing the capacities of duty-bearers (local authorities) on the fundamentals of disaster risk management, understanding of hazards their Districts or Sectors are prone to and to know the basics on how to manage and respond to a disaster that may occur. By the enhanced capacities of duty-bearers, the claim-holders i.e. constituency, the local population are somehow protected from potential impacts of disasters through improved awareness and knowledge and better local preparedness and response.	
Environment	Themes and sessions on environment, climate change environmental degradation is integral parts of the modules of these training conducted at District and Sector levels.	
Key Action 1.3: Improved national coordination mechanisms for DRR		
Activity: Regular quarterly meeting of the NPDRR		
Indicator: NPDRR meets regularly, functional; active in regional/global HFA conferences	Baseline: No	Target: Yes, NPDRR fully functional and meets regularly

<p>Indicator Status:</p> <p>100% accomplished as per target (in terms of conduct of meetings). However, meeting attendance rate has been reduced.</p>	<p>Date: 9 December 2013</p> <p>Source of Data: Minutes of Meeting or Activity Report; Attendance List and Financial Report</p>
<p>a) Key Achievements</p>	
<p>Ten (10) Technical Focal Pointsof the National Platform for Disaster Risk Reduction(3 women, 7 men) attended the quarterly regular meeting held on 9 December 2013. The meeting resulted to the NPDRR’s review, critic and polishing of Three National Contingency Plans for Fire, Floods and Landslides and Earthquake).</p>	
<p>b) Key Challenges/Constraints</p>	
<p>i) Challenges Only very few members of the NPDRR showed up in the meeting. One constraining factor is the lack of written communication relative to the invitation to the meeting and follow-up. The email invites did not work well with the other members of the NPDRR as they require clearance to be out of office to attend the said meeting by which the written invitation letters could have facilitated.</p> <p>ii) Solution For the subsequent NPDRR meetings, official written invitations will be sent out at least a week before the meeting. Follow up calls, SMS and emails to concerned participants could also be made to confirm participation. Copies of the meeting agenda and minutes of previous meeting could also be circulated to allow the NPDRR members to peruse, review and make comments.</p> <p>iii) Lessons Learnt Official written communication (invitation) sent to the concerned Ministries and Institutions is very important to muster a better attendance rate. The invitations should also be distributed well in advance to allow the Technical Focal Points to confirm and block off their schedules for the NPDRR meeting.</p>	
<p>c) Use of UNDP Development Drivers</p>	
<p>Capacity Development</p>	<p>The key action is a direct capacity development strategy aimed at strengthening institutional and individual capacities for disaster risk management aimed to enhance and promote better coordination among stakeholders</p>
<p>Policy Advisory Services</p>	<p>The establishment of the National Platform for Disaster Risk Reduction is guided by the National Disaster Management Policy. As such, the functioning and active operation of the platform is further mandated by this policy.</p>
<p>South to South Cooperation</p>	<p>No south to south cooperation for this key action.</p>

d) Addressing Cross Cutting Issues		
Gender	The gender mainstreaming strategy of the government and in particular that of MIDIMAR guides the functioning of the National Platform for Disaster Risk Reduction. Both men and women comprised the Technical Focal Points of the NPDRR. It is deliberately ensured that proportionate gender representation is adhered to during conduct of Platform meetings and training.	
Human Rights	The formation and functioning of the NPDRR is a demonstration of the sincerity of the duty-bearers in ensuring that efforts towards reduction of disaster risks i.e. to protect people's basic right to life from potential disaster impacts are being pursued.	
Environment	Environmental issues and concerns are being put forward by relevant Ministries and Institutions during NPDRR meetings and training. Through the NPDRR, the interlinked nature of environmental and disasters is prominently discussed i.e. on early warning systems, disaster management planning, etc.	
Key Action 1.4: Development of District Disaster Management Plans (DDMPs)		
Activity: District DRM Planning Workshop		
Indicator: No. of Districts with DRM Plans	Baseline: 4 Districts with DRM Plans	Target: 30 Districts with DRM Plans (2 Districts in Quarter II)
Indicator Status: 50% accomplished as per target for the quarter (1 out of 2)	Date: December 2013 Source of Data: Copies of the District DRM Plans; Activity Report; Attendance List and Financial Report	
a) Key Achievements		
<p>One(1) District i.e. Rutsiro has developed its District Disaster Risk Management Plan (DDMP). Local authorities participated in the planning workshop. The draft DDMP will be further validated and adopted officially by the District Authority. The DDMP was a result of the planning workshop held with the participation of members of the DDMCs and the District Disaster Management Officer (DDMO).</p> <p>The workshop also incorporated input sessions on disaster risk management and disaster management planning to equip the local authorities with skills, process and methodology in developing their District Disaster Management Plan.</p> <p>The disaster management planning at District level also strengthened the local disaster management structure at District levels. With the DDMP developed, Rutsiro has increased its disaster preparedness and response capacities including identified strategies and activities to reduce disaster risks in Rutsiro District.</p>		
b) Key Challenges/Constraints		

i) Challenges

It was planned to support two districts to establish their district Disaster Risk Management Plans however due to time constraints, only one District was possible to cover within the quarter. Aside from time limitations, the limited staff in MIDIMAR equipped with the skills to organize and facilitate the planning workshop also hampered the full implementation of the activity.

ii) Solution

Forward looking, it is planned to develop the DDMP Planning Manual based on the current modules used by the Disaster Management and Coordination Unit of MIDIMAR. A training of trainers will be conducted thereafter to capacitate a pool of facilitators who could conduct and facilitate the DDMP Planning Workshops. In this manner, additional MIDIMAR Staff including the DDMOs and Staff from Districts will be able to conduct the workshop thereby covering more Districts in tight timelines. The DDMP Planning Manual will then be a knowledge product of MIDIMAR which could be used sustainably and even after any staff turn-over in either MIDIMAR or Districts. The manual will be a reference and guide material for new staff.

iii) Lessons Learnt

Codification, documentation or development of knowledge products such as the DDMP Planning Manual is crucial to ensure effective and timely implementation of related activities or training. It is also important to ensure sustainability and continuity of activities despite potential staff turn-over or new staff joining the Ministry or the Districts.

Developing a pool of MIDIMAR Staff skilled and capacitated in DDMP Planning is very important to ensure maximum coverage of Districts and even Sectors. It is also very relevant since the DDMP requires updating and review therefore would require staff skilled in DDMP Planning to sustain this part of the work of the Ministry and Districts.

c) Use of UNDP Development Drivers

Capacity Development	The intervention to develop District Disaster Management Plans is a technical assistance strategy of MIDIMAR to develop the local capacities on disaster risk management. While the MIDIMAR is currently initiating the process, the end-objective is to ultimately develop the capacities of District authorities i.e. DDMC in developing their respective DDMPs.
Policy Advisory Services	Developing the District Development Plans is directly mandated by the National Disaster Management Policy. Hence the key action contributes to the implementation of the policy.
South to South Cooperation	No south to south cooperation for this key action

d) Addressing Cross Cutting Issues

Gender	Gender is an important consideration under this key action in two ways: one, by ensuring that the planning process involves a proportionate gender representation; two, that differential roles of women and men in disaster management are being considered, as well as the differential impacts of disasters to women and men.
Human Rights	Disaster Risk Management plan at District level aims at mitigating

	and preventing potential impacts of disasters to human lives, properties, and livelihoods. It is also aimed at ensuring that basic social services are accessible to people affected by disasters. Thus in essence, the key action promotes protection and respect for human rights.	
Environment	Disaster mitigation and prevention measures identified in the Disaster Management Plans developed at District level are by themselves aimed at protection of the environment.	
OUTPUT 2: DRR mainstreamed into national / plans, in sectorial ministries / policies; and capacities on DRM planning enhanced		
Key Action 2.1: Mainstreaming of DRR in EDPRS Sectors, sectorial policies and plans and District Development Plans		
Activity: DRR Mainstreaming Workshop for EDPRS Sectors		
Indicator: No sectorial policies/plans with DRR integrated/ mainstreamed	Baseline: No	Target: 1 relevant policy reflects DRR/DRM elements
Indicator Status: 6 EDPRS Sectors with DRR mainstreamed in AAPs2014/2015 Guidelines to integrate DRR in sectorial plans updated and completed	Date: 30-31 December 2013 Source of Data: Workshop Documentation Report, MINECOFIN Consolidated Analysis Paper on 2014-2015 AAPs, Sectorial Plans and AAPs	
a)Key Achievements		
<p>A national workshop on DRR Mainstreaming in EDPRS Sectors was conducted. A total of 17 participants (4 women and 13 men) attended the 2-day workshop. The following EDPRS Planning Focal Points for these Sectors were represented in the workshop: Decentralization (MINALOC), Health (MINISANTE), Social Protection (MINALOC), Water and Sanitation (MININFRA), Agriculture (MINAGRI), Transportation (MININFRA), Urbanization (MININFRA and MINALOC), Private Sector (MINICOM), and Information Communication and Technology (MYICT), the overall coordinating Secretariat for DRR Mainstreaming (MIDIMAR) and the EDPRS Focal and Coordination (MINECOFIN).</p> <p>The workshop achieved the following results:</p> <ul style="list-style-type: none"> • EDPRS Sectors (i.e. Planning Focal Points) sensitized on the DRR Mainstreaming Guidelines, adopting harmonized strategies for DRR mainstreaming and identified key entry points to facilitate mainstreaming in the sectors. • The DRR Mainstreaming Guidelines reviewed and improved. However, finalization of the guidelines will only be done after another series of consultations and meetings both at Sector levels and Districts. • EDPRS Sectors with DRR mainstreamed determined, gaps identified and key action points to address the gaps discussed <p>As per initial analysis of MINECOFIN of the Annual Action Plans (AAPs) 2014/2015 of different Ministries and Institutions, a total of 6 Ministries/Sectors have DRR mainstreamed in the AAPs</p>		

namely MINALOC, MINEAC, MININFRA, MINIRENA, MININTER and MINAGRI. The AAPs of other sectorial Ministries such as MINEDUC, MINIJUST, MINISPOC, MYICT, MIGEPROF, MINICOM and RDB do not reflect any DRR elements. The rest of the ministries and institutions will still need to submit their respective AAPs to MINECOFIN.

b)Key Challenges/Constraints

i) Challenges

All sectors were not represented. The rate of participation was too low because some ministries didn't send technicians to attend the workshop. The timings of the workshop, organized on 30-31 December 2013 (the dates approaching the new year holiday) caused the low participation rate. The non-participation of the other key sectors affected the proceedings of the workshop and hindered the full achievement of the workshop objectives as no input or feedback were obtained from these sectors. This therefore would require another series of consultations and meetings to complete the review process of the Guidelines.

ii) Solution

MIDIMAR will send and circulate the Guidelines for Mainstreaming DRR and Disaster Risk Management to the Ministries and Institutions which were not represented in the workshop to obtain their feedback and input and also to guide them in integrating DRR in their respective sectorial plans. The complete workshop documentation report will also be shared to update all members on the outputs of the workshop.

iii) Lessons Learnt

Proper and appropriate timing is an important factor to consider when organizing workshops or any other events. It was anticipated though but due to time constraints for the target activity which needs to be conducted within the quarter, the MIDIMAR has to proceed with the activity at the risk of low participation rate.

In a more substantial note, stakeholders' participation and involvement is very crucial when developing the Guidelines for DRR Mainstreaming. As end-users of the Guidelines, their active involvement in the process of developing the document will ensure common and harmonized understanding as well as generate a broader acceptance making its use and application easy and smooth.

The role of MINECOFIN in DRR Mainstreaming in EDPRS Sectors and other plans could not be underestimated. As overall coordinating Ministry for planning, MINECOFIN's role for quality assurance and compliance is very important. Therefore, MIDIMAR has to exert extra and deliberate effort to work very closely with MINECOFIN to ensure that DRR is substantially mainstreamed in the EDPRS Sectors in general and in AAPs and special projects of the different Ministries and Institutions.

c)Use of UNDP Development Drivers

Capacity Development	The workshop was organized to help and train ministries' planners on the integration of DRR and DRM into sectorial development action plans.
Policy Advisory Services	The National Disaster Management Policy provides guidelines to coordinate Disaster Risk management activities implemented by sector ministries.

South to South Cooperation	So far, there is no south to south cooperation to be reported	
d) Addressing Cross Cutting Issues		
Gender	The Guidelines and Checklist for Mainstreaming Disaster Risk Reduction in the EDPRS Sectors considers gender concerns.	
Human Rights	The mainstreaming of Disaster Risk Management into sectorial plans contributes to the prevention and mitigation of human suffering, and then it is contributing to human Rights.	
Environment	Environment is an important cross-cutting component in the EDPRS, thus it is also an integral part of the DRR Mainstreaming strategy and guidelines.	
OUTPUT 3: A functioning national disaster risk assessment and monitoring systems (DRAMS) established		
<p>Key Action 3.2: Development of evidence-based national disaster risk profile, to wit;</p> <ul style="list-style-type: none"> - A Disaster Risk Assessment methodology and associated tools is developed - The National capacity for implementing risk assessment is enhanced - National Risk Assessment is conducted including hazard identification, vulnerability and exposure assessment <p>Activities:</p> <ul style="list-style-type: none"> - Secondary data and reports identification and inventory - Conduction of monthly Technical Risk Assessment Working Group meetings - Project official launch - Identification of all major hazards prevailing in Rwanda 		
Indicator: National disaster risk profile developed	Baseline: No	Target: Yes
Indicator Status: Progressive (ongoing)	Date: October to December 2013 Source of Data: Consultants' Team Report, Risk Assessment Project Progress Reports, Post Activity or Training Report; Field Activity Reports	
a)Key Achievements		
<p>As prelude to the development of the risk assessment methodology and associated tools, an inventory of all relevant secondary data available in different institutions and partners have been conducted and mapped, a report to this effect has been prepared; secondary data gaps have been identified including the initial findings on inadequate spatial data at local levels and the 'almost none' availability of data sets or reports related to earthquake. A questionnaire to guide data collection from the Districts have been developed and distributed to the District Authorities prior to the project team's field visit which expedited and simplified inventory at District levels.</p> <p>A Technical Working Group (TWG) comprised of different key relevant institutions and partners have been established and it has held its initial technical meeting on 29th November 2013. The project has been officially launched on 5th December 2013 with the participation of 35 stakeholders from different institutions (public, private, academe, civil society and international organizations). Both the formation of the TWG and the Project Launching facilitated a broader stakeholders' 'buy-in' of the</p>		

project, promote appreciation and recognition of the importance of the comprehensive disaster risk assessment to Rwanda's development in general and to their respective institution's mandate and programs in particular.

An initial hazards identification and mapping through ocular visits, observations and interviews with local authorities and residents in all Districts have been conducted.

b)Key Challenges/Constraints

i) Challenges

- Except for Districts where DDMOs are deployed, the District Staff are overloaded with little time allocated to collect, organize and compile disaster-related data and information. This posed a challenge to the project in terms of data availability at local levels
- There is also a lack of system for centralized data management at Districts. Different data sets are scattered and managed by different service lines/units of the District
- There was also a slight communication problem which cropped up in some Districts where the Letter from MIDIMAR re the arrival of the Project Team did not reach the concerned; therefore, the Districts were not able to secure the data or information requested. The team has to schedule another return visit.
- Time limitations were also a factor which hampered the visits to disaster prone locations.
- Time constraints also pose a challenge in convening the TWG.

ii) Solutions

- On the challenge of data availability, it is planned to engage regional institutions where data may be available i.e. RCMRD, UNOPS, OVG, etc. At national level, NSIR and RNRA will mainly be the source of socio-economic data.
- On the time constraints for TWG, it is proposed that the quarterly meeting will be at least 2 days to ensure all issues and concerns are covered, discussed and addressed.

iii) Lessons Learnt

- The lack of robust and adequate data at District levels is an important factor to consider when developing the risk assessment methodology and associated tools. The analysis should inform the project team on how to approach this data gaps.

c)Use of UNDP Development Drivers

Capacity Development	The Risk Assessment project has a dedicated capacity development component aimed at developing capacities of technicians at national and local levels especially that of the MIDIMAR, on the nuances, process, methodology and tools for conducting disaster risk assessment.
Policy Advisory Services	The resulting product of this key action, the National Risk Atlas, will significantly inform and shape key policies of the country i.e. how disaster risks inform development planning, among others.
South to South Cooperation	The intent to liaise with regional programmes and institutions for data sharing and knowledge exchange on risk assessment will be a South to South Cooperation strategy. However, this might be elaborated more substantially in the next reporting period.

d) Addressing Cross Cutting Issues

Gender	The differing level of vulnerabilities, exposure and susceptibility of
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	women, men, children and other vulnerable sectors are key parameters of the risk assessment process. Gender analysis will be incorporated in the whole assessment process including recommendations.	
Human Rights	Understanding and knowing where the hazards are, who are at risks and who are the most vulnerable are basic human rights concerns. The risk assessment addresses all these elements, therefore, human rights is a primordial matter in this key action.	
Environment	The hazard assessment and mapping including analysis of the exposures are direct assessment of the natural environment for which these hazards emanate including understanding trigger mechanisms. The assessment may be done within the context of analysis of environmental degradation as both the cause of and the result of disaster impacts, or analysis of how climate change exacerbates disasters in the country. Either way, environment will always be a major part of the risk analysis.	
OUTPUT 4: End-to-end early warning systems established and operational		
Key Action 4.2: Core system implementation of the Early Warning Systems		
Activity: Reinforcement of MIDIMAR capacity in Disaster Communication System		
Indicator: Early warning communication/dissemination plan developed	Baseline: No	Target: Yes (partially)
Indicator Status: <i>Progressive (Local authorities at grass root level reporting disaster occurrences in the remote and local areas).</i>	Date: Quarter 2 (October-December 2013) Source of Data: Disaster Reports generated from the Host/Server of the Disaster Communication System; MIDIMAR 2013 Quarter Reports; Financial Reports	
a) Key Achievements		
This key action resulted to a functional and operational Disaster Communication System in MIDIMAR. A total of 832 Disaster Monitors comprised of 416 Sector Social Affairs Staff and 416 members of the Reserved Forces provide a twice-daily report from the ground on any actual or potential disasters or emergencies happening in their respective Sectors. The system provides real-time alerts via SMS to key decision-makers at MIDIMAR which resulted to a timely and improved disaster or emergency response. MIDIMAR has been able to dispatch emergency responders from Kigali to augment local capacities as necessary. The system aided in effective and timely disaster response to five (5) disasters which occurred during this period in the Districts of Rubavu, Gasabo, Nyagatare, Rwamagana and Kayonza. It also facilitated better coordination of response for MIDIMAR, the Co-Leads and other concerned institutions. A case in point is the mobilization of Rwanda Red Cross to provide emergency relief supplies (food and NFIs) to Nyagatare District affected by heavy rainfall and wind. The disaster monitor reports generated by the system also enhanced dissemination of early warning on impending hazards.		
b) Key Challenges/Constraints		

<p>i) Challenges Some Disaster Monitors will need to be further sensitized on the system so as to generate a more appropriate reports and information. There is also a need for designated person at MIDIMAR level who is tasked to regularly consolidate and analyzed the disaster reports generated by the system in order to reinforce its use for disaster management coordination and expedite decision-making processes.</p> <p>ii) Solutions To strengthen the capacity of end-users (Disaster Monitors) so that they can provide timely and meaningful information. Training on how to conduct Rapid Need Assessments after a disaster will be planned by the coming quarter to enable them to collect important information on which response will be based.</p> <p>iii) Lessons Learnt</p>	
<p>c) Use of UNDP Development Drivers</p>	
Capacity Development	This key action aims at reinforcing MIDIMAR's capacity in Disaster Monitoring and Reporting. Thus it is directly contributing to capacity development.
Policy Advisory Services	Strengthening the Disaster Communication and Early Warning System is aligned with the National Disaster Management policy, National Disaster Risk Management Plan and Seven Year (2010-2017) Government Programme. It is also a key element of the MIDIMAR's performance contract.
South to South Cooperation	This key action benefited from a South to South cooperation through the exchange visit undertaken by the Meteorological Agency of Kenya in Rwanda. The mission team from Kenya had an exchange discussion with MIDIMAR and Rwanda Meteorological Agency on how to improve the country's Early Warning System. This key action also benefited from the technical mission from the ClimDev Africa where discussions on early warning systems have been undertaken by the mission with MIDIMAR, RMA and REMA.
<p>d) Addressing Cross Cutting Issues</p>	
Gender	In this key action, proportionate Gender representation among the Disaster Monitors was considered. Out of the 832 Disaster Monitors across the country, 416 are from the reserved forces which were all men. The other 416 Disaster Monitors are from the Sectors of which 165 are women and 251 men. In summary, it indicates 40% women participation at Sector and 20% overall.
Human Rights	The support to disaster communication system is aimed at enhancing the MIDIMAR's capacity for disaster response and Early Warning System which end-goal is to save lives and protect vulnerable people from disaster threats and aid in recovery after a disaster. Therefore, the key action directly contributes to protection of basic human rights.
Environment	The disaster monitoring also covers reports from Sectors not only on impending hazards but include as well details on impacts to

	environment i.e. as caused by floods, landslides, etc.	
OUTPUT 5: Reduced community vulnerabilities and increased household resilience in selected high-risk districts and increased public awareness on DRR		
Key Action 5.2 Improved public awareness on DRM		
Activities: <ul style="list-style-type: none"> - Support for regular TV/Radio Programme and productions on DRM - Development, production and printing of public awareness materials - Public awareness activities on DRR Week - DRR education and awareness campaigns in schools - DRM Training for the Persons With Disabilities 		
Indicators: % of Rwanda's population aware of DRM, disasters and disaster risks No. of Schools with DRR School Clubs organized	Baseline: To be established under this project. To be checked/confirmed	Targets: Increased by 10% from the baseline (<i>Population are aware of disaster risks and can articulate the basics of disaster risk reduction</i>) Increased by 10% from the baseline (No. of School Clubs organized)
Indicator Status: No baseline yet has been established, hence progress can't be determined. Baseline still to be confirmed.	Date: Continuously in Quarter II Source of Data: Project Reports; Report of Talk shows and publicity spots; Electronic Copies of the TV Production and the TV/Radio publicity spots; Post Training or Activity Reports; Attendance List; Printed/bound copies of the Policy	
a)Key Achievements		
<p>There is increased public awareness on DRM, disasters and disaster risks facilitated through the regular radio and TV programmes on the subject. A total of 14 regular programmes on Radio and TV were conducted during this reporting period. There were six (6) interactive talk shows conducted in the Community Radios of Musanze, Isangano, Rubavu and Nyagatare. On DRR Week, a series of publicity spots were aired on national radio and TV. The specific theme of the publicity spots was on the DRR Week and lightning hazards which have increased in frequency and impacts.</p> <p>As part of the sustained sensitization of stakeholders on DRM policies and plans, the National Disaster Management Policy and the National Disaster Risk Management Plans were mass produced and printed. Copies of these documents will be circulated massively to concerned stakeholders and aims at guiding them in all relevant disaster management issues which require their attention and action.</p> <p>On DRR awareness campaigns in schools, the project supported the training on DRR of 51 General Paper Teachers in the Secondary Schools from Rusizi and Nyamasheke Districts in the Western Province. The 51 DRR-trained and sensitized teachers are expected to apply the DRR knowledge learned from the training and integrate DRR in the teaching modules of different subjects including</p>		

promote and implement extra-curricular activities such as tree planting, water canalization, rain water harvesting, and waste management in schools and communities.

The DRR awareness campaign and education also extended now to Persons with Disabilities. During this reporting period, the project supported DRM training for Persons with Disabilities. The training initiated the mainstreaming of disability issues in DRM by tackling in particular the differing needs and concerns of Persons with Disabilities in times of disasters. This was in line with the theme of the International DRR Day on Disability and Disaster Risk Reduction. A total of 40 participants (9 women and 31 men) participated in the training comprised of the President of the Board of National Council for Persons with Disabilities at National level, all the coordinators at Provincial level and the City of Kigali and all the Coordinators at District level.

b)Key Challenges/Constraints

i) Challenges

These outputs reported on public awareness were based on random feedback coming from the Rwanda population across the Districts visited by Project Staff and MIDIMAR. In the absence of a comprehensive baseline and monitoring tool to gauge change in level of public awareness on DRR, the outputs reported herein were based on random feedback coming from the population and stakeholders.

ii) Solution

There is a need to mobilize resources to fund the conduct of the baseline study as well as to support periodic monitoring of awareness level to substantiate the reporting of results or changed achieved over time.

iii) Lessons Learnt

The public awareness strategies and campaigns are doing well. It is important to establish a robust public awareness campaign strategy i.e. use of multi-media, schools and other institutions to develop awareness on DRR. It is therefore helpful to incorporate disaster awareness component in the advocacy strategies of other institutions and ministries in order to reach out to more people across the country and across sectorial domains.

c)Use of UNDP Development Drivers

Capacity Development	Raising public awareness and educating the public about disasters, disaster risks and disaster risk reduction and management are all key elements of capacity development targeting all tiers i.e. enabling environment, institutional or organizational and individual levels i.e. communities, schools, etc.
Policy Advisory Services	This key action supports directly policy implementation such as the National Disaster Management Policy which indicates public awareness as the main strategies and DRR mainstreaming into relevant policies i.e. school curriculum.
South to South Cooperation	No South to South to be reported under this key action

d) Addressing Cross Cutting Issues

Gender	Public awareness was mainly targeting vulnerable groups, women and children in disaster prone areas. It aims to empower and educate the most vulnerable populations. With regards to DRR
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	education and sensitization in schools and Persons with Disabilities, both women and men participated in the training.
Human Rights	The key action and the activities incorporate the issues of social protection which is a key human rights concern.
Environment	The talk shows, the TV spots and Radio and TV programmes were aiming at education of the public on disasters and protection of the environment. Protection of Environment is emphasized in the DRM Plan and DRM policy

4) Quarter Financial Summary

Outputs	Quarter II Budget (Rwf)	Quarter II Expenditure (Rwf)	Balance (Rwf)
Output 1: Enhanced capacities of national and local institutions to manage disaster risks and recover from disaster events; including improved national and local coordination mechanisms	81,211,241	50,334,438	30,876,803
Output 2: DRR mainstreamed into national/local plans, in sectorial ministries/policies; and capacities on DRM planning enhanced	4,322,500	4,372,166	-49,666
Output 3: A functioning national disaster risk assessment and monitoring system (DRAWMS) established	87,908,470	72,838,651	15,069,819
Output 4: End-to-end early warning systems established and operational	20,814,905	17,126,116	3,688,789
Output 5: Reduced community vulnerabilities and increased household resilience in selected high-risk districts and increased public awareness on DRR	23,817,992	20,759,192	3,058,800
Output 6: Emergency Coordination and management cost for Rwandans Expelled from Tanzania	36,754,240	33,132,368	3,621,872
*Funds requested but not transferred	0	44,213,458	-44,213,458
Total	254,829,348	242,776,389	12,052,959

In accordance with the availed resources to implement planned activities;
 Table above indicates that the consumption rate for Quarter II represents 95.27%

5) Next Quarter's Work plan

- Next quarter activities to be implemented

Core activity and inputs	Input cost			TOTAL	FUND Management
	January	February	March		
Output 1: Enhanced Capacities of National and local institutions to manage disaster risk and recover from events, including improved national and local coordination mechanisms					
Capacity Assessment of MIDIMAR, DDMCs, SDMCs and NPDRR			11,970,000	11,970,000	MIDIMAR
Basic DRM Training for local authorities (i.e DDMCs, SDMCs) including development of District DM Plans in 3 Districts and Development of the DRM Planning Module for Districts	2,926,000	2,926,000	2,926,000	8,778,000	MIDIMAR
Advanced DRRM Training for MIDIMAR staff and DRR focal points of other ministries – Training on Emergency Operations and Management Skills		8,100,000		8,100,000	MIDIMAR
Technical advisory services of an International DRR Specialist (P4)	12,730,000	12,730,000	12,730,000	38,190,000	UNDP
Programme analyst and support services –(P2- Programme Officer in UNDP)	6,700,000	6,700,000	6,700,000	20,100,000	UNDP
Regular quarterly meeting of NPDRR			1,625,000	1,625,000	MIDIMAR

Salary for Project Staff (2 Project Specialist, 1 Project Manager, Financial Officer)	5,720,603	5,720,603	5,720,603	17,161,809	MIDIMAR
Project Staff Communication Cost	810,000	810,000	810,000	2,430,000	MIDIMAR
Project Field Monitoring Costs	1,500,000	1,500,000	3,000,000	6,000,000	MIDIMAR
Office Supplies (Consumables)	-	-	6,650,000	6,650,000	MIDIMAR
Costs of Deployment of 10 DM Officers	4,468,569	6,383,670	6,383,670	17,235,909	MIDIMAR
DDMO Operations costs (Fuel)	1,163,750	1,163,750	1,163,750	3,774,750	MIDIMAR
Cost of 3 additional motorbikes (for the new 3 DDMOs)			10,798,431	10,798,431	UNDP
Cost of equipment to support operations of DDMOs at Districts (laptops, printers, desks, etc for 3 DDMOs)			9,310,000	9,310,000	MIDIMAR
	36,018,922	46,034,023	79,787,454	162,123,899	
Output 2: DRR mainstreamed into national/local plans, in sectorial ministries/policies; and capacities on DRM planning enhanced					
Vehicle fuel and maintenance	997,500	997,500	997,500	2,992,500	MIDIMAR
Review of District Development Plans for DRR Mainstreaming and development of M&E Framework			34500000	34,500,000	MIDIMAR
	997,500	997,500	35,497,500	37,492,500	
Output 3: A functioning national disaster risk assessment and monitoring system (DRAMs) established					
BCPR Technical Mission to assist in the kick-off of the risk assessment process; training/coaching the project team, to wit;					
Mission Costs	3,990,000			3,900,000	UNDP
Training costs	2,660,000			6,200,000	MIDIMAR

Purchase of project equipment (Tablets)		13500000				13,500,000	
Salaries for Local Consultants	4,710,417	4,710,417	4,710,417	4,710,417	14,131,251	MIDIMAR	
Salaries for International Consultants	10,806,250	10,806,250	10,806,250	10,806,250	32,418,750	MIDIMAR	
Conduction of monthly Technical Risk Assessment Working groups meetings	900,000	900,000	900,000	900,000	2,700,000	MIDIMAR	
Training of enumerators			6,500,000	6,500,000	6,500,000	MIDIMAR	
Radio announcements before field team arrivals		0	500,000	500,000	500,000	MIDIMAR	
	23,066,667	29,916,667	23,416,667	79,850,001			
Output 4: End-to-end early warning systems established and operational							
Direct support to the disaster communication System	6,760,722	6,874,372	6,874,372	20,509,466	MIDIMAR		
Launch of the Disaster Communication System(+alart summarization)	-	2,200,000	-	2,200,000	MIDIMAR		
	6,760,722	9,074,372	6,874,372	22,709,466			
Output 5: Reduced community vulnerabilities and increased household resilience in selected high-risk districts and increased public awareness on DRR							
Cost of Public awareness (TV/Radio/Print)	1,330,000	1,330,000	1,330,000	3,990,000	MIDIMAR		
Costs of consultancy services	1,707,064	1,707,064	1,707,064	5,121,192	MIDIMAR		
EIA in Refugee camps		6,045,000		6,045,000	MIDIMAR		
DRR education and awareness campaigns in schools (i.e. with DRR school clubs)	1500000	1,500,000	1,500,000	4,500,000	MIDIMAR		
Project Coordination, Communication and Evaluation (Single Project Implementation Unit-MIDIMAR)				32,455,658	MIDIMAR		
	4,537,064	10,582,064	4,537,064	52,111,850			
TOTAL	71,380,875	96,604,626	150,113,057	354,287,716			