



*The Disaster Management
Institute of Southern Africa
welcomes you to this*

**NATIONAL WORKSHOP
MARCH 08-09 2006**





- INTRODUCTIONS
- EXPECTATIONS





PROGRAMME

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Housekeeping

- Comfort breaks
- Time keeping
- Cell phones
- Ablutions
- Refreshment breaks
- Lunches





***Adopting a step by step approach
to phasing in the requirements
of the Disaster Management
Act, 2002 and the National
Disaster Management
Framework, 2005***

***A process developed and
presented by Pat Reid***





*Adopting a step by step approach to the implementation of
Disaster Risk Management legislation and policy_____*

Identifying the key imperatives





Adopting a step by step approach to the implementation of the Disaster Risk Management legislation and policy_____

Identifying the key imperatives

**Make a quick list of
*what must be done??***





*Adopting a step by step approach to the implementation of
Disaster Risk Management legislation and policy_____*

Uniformity?

Integration?

Joint standards of practice?

Cooperation





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Disaster Risk Management legislation and policy*_____

The legislative imperatives

The DM Act and the NDMF

Key performance areas

Enablers

Key performance indicators

Levels of plans

Guidelines





Adopting a step by step approach to the implementation of the Disaster Risk Management legislation and policy_____

- **Disaster Management Frameworks (Policy)**
- **Disaster Management Centres**
- **Engagement of Organs of State and other entities (Direction and Implementation)**
- **Decentralised arrangements**
- **Stakeholder participation (Technical advice, Planning and Implementation)**
- **Disaster Risk Assessments**
- **Disaster Management Plans**
 - **Disaster Risk Reduction Planning and Implementation**
 - **Contingency Planning and Implementation**
- **Volunteers**
- **Information Management System and Reporting**
- **Communication**
- **Awareness, Training, Education, Research**
- **Integration into IDP**
- **Funding**
- **AND MORE!**





*Adopting a step by step approach to the implementation of the
Disaster Risk Management legislation and policy_____*

Getting your Act together.....





Adopting a step by step approach to the implementation of the Disaster Risk Management legislation and policy_____

Understanding important basics in respect of:

- Responsibilities for planning
- Disaster Risk Assessment
- Components of plans





*Adopting a strategic approach to the implementation of the
Disaster Risk Management legislation and policy*_____

Understanding important basics

Responsibilities for planning

Who must plan?





*Adopting a strategic approach to the implementation of the
Disaster Risk Management legislation and policy*_____

Understanding important basics

Make a quick list of
Who must plan?





*Adopting a strategic approach to the implementation of the
Disaster Risk Management legislation and policy*_____

Understanding important basics

Who must plan?

Provinces – organs of state

Metros - departments and entities

District municipalities - departments and entities

Local municipalities - departments and entities

Municipal Wards

NGOs

Private Sector





National Disaster Management Framework

Provincial DM Frameworks

Municipal Disaster Management Framework and Planning Structure

DM Disaster Management Information System

Communication, Awareness, Public Information

Risk Mapping monitoring and tracking

Electronic database

DM Plans of Local Municipalities and municipal entities including wards

DM Plans of internal departments and other municipal entities of the Municipality

Municipal Disaster Risk Profile

Integrated Development Plans

Analysis of potential hazards

Assessing conditions of vulnerability

Determining the level of risk

Response and Recovery Planning

Risk Reduction Planning

Response and Recovery Planning

Risk Reduction Planning

Hazard Specific Contingency Plans

Strategic Risk Reduction Interventions

Hazard Specific Contingency Plans

Strategic Risk Reduction Interventions

Operational Plans

Specific Risk Reduction Programmes and Projects

Operational Plans

Specific Risk Reduction Programmes and Projects

Developmental initiatives for Vulnerability Reduction

Developmental initiatives for Vulnerability Reduction



National Disaster Management Framework

Provincial Disaster Management Framework and Planning Structure

DM Plans of District and Metropolitan Municipalities

DM Plans of Provincial organs of state

DM Disaster Management Information System

Communication, Awareness, Public Information

Risk Mapping monitoring and tracking

Electronic database

Indicative Disaster Risk Profile

Analysis of potential hazards

Assessing conditions of vulnerability

Determining the level of risk

Integrated Development Plans

Response and Recovery Planning

Hazard Specific Contingency Plans

Operational Plans

Risk Reduction Planning

Strategic Risk Reduction Interventions

Specific Risk Reduction Programmes and Projects

Developmental initiatives for Vulnerability Reduction

Response and Recovery Planning

Hazard Specific Contingency Plans

Operational Plans

Risk Reduction Planning

Strategic Risk Reduction Interventions

Specific Risk Reduction Programmes and Projects

Developmental initiatives for Vulnerability Reduction



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Understanding important basics

Identifying, analysing and assessing

What and Who must be planned for?





Stage 1

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Stage 2

Estimate level of disaster risk

Stage 3

Evaluate disaster risks

Socio-economic cost-benefit analysis
Establishment of priorities
Establishment of acceptable levels of disaster risk
Elaboration of scenarios and measures

Stage 4

Monitor Risk Reduction Initiatives
Update and disseminate Risk Assessment Information



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Informed planning

Plan according to DRA findings:

1. Contingency plans for known priority threats
2. Vulnerability reduction planning for common vulnerabilities
3. Specific risk reduction programmes, projects and plans for high risk groups, communities, areas and developments with multiple vulnerabilities





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Understanding important basics
What must the plan consist of?

Pitch?
Scope?

Provincial DRM Plans
District DRM Plans
Metro and Local Municipality DRM Plans



Municipal Disaster Management Framework



•Common vulnerabilities
•High Risk groups/ areas/ developments

Disaster Risk Assessment Findings

Priority Risks

Municipality

Municipal departments/ entities

Economic Vulnerabilities

Social Vulnerabilities

Physical Vulnerabilities

Ecological Vulnerabilities

Political Vulnerabilities

Soil Erosion

Floods

Veld Fires

Drought

Severe Weather Events

Municipal departments/ entities

Municipality

Risk Reduction Planning

Vulnerability Reduction Planning

Specific Risk Reduction Projects

High Risk Developments

Local areas/ Communities with multiple vulnerabilities

Response Management

Early Warnings

Assessment

Search and Rescue

Emergency Medical Care

Fire Fighting

Evacuation

Shelter

Hazard specific Contingency Plans

Contingency Planning

Operational plans for response and recovery activities

Public Health

Access Routes

Communication

Public Information

Humanitarian relief

Security

Integrated Development Plan



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Understanding important basics

How can all of this be phased in ?





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Planning the process: Who must do it?

Adopting a step by step, integrated approach

Keeping your finger on the pulse of things





*Adopting a strategic approach to the implementation of the
Disaster Risk Management legislation and policy_____*

Planning the process:
Level 1 Plan : 3 Critical Outcomes



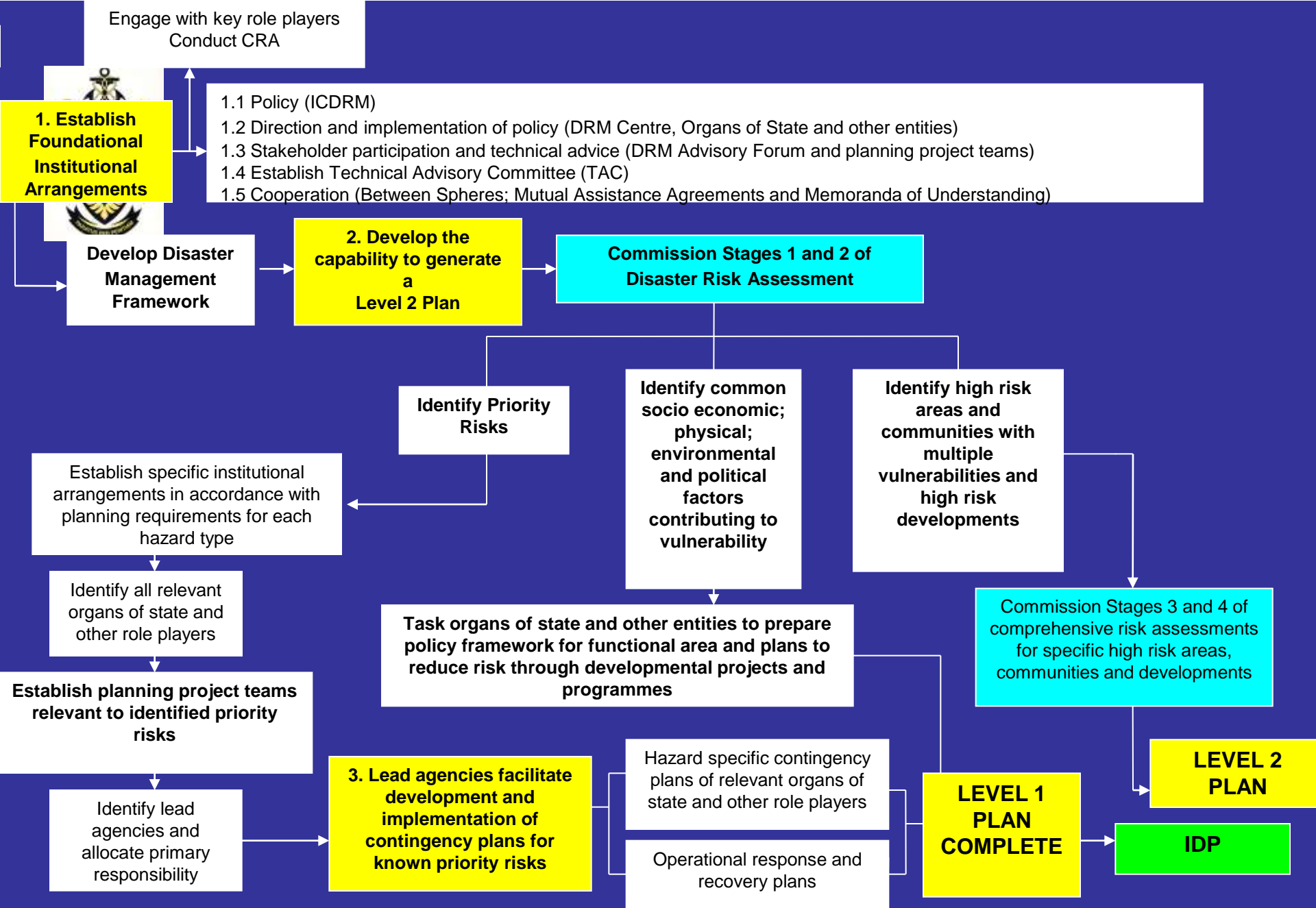


*Adopting a strategic approach to the implementation of the Disaster Risk Management legislation and policy*_____

Level 1 Plan: 3 Critical outcomes

1. Establish *integrated* foundational institutional arrangements
2. Develop the *capability* to generate a Level 2 plan
3. Develop and implement contingency plans for known priority threats







Adopting a strategic approach to the implementation of the Disaster Risk Management legislation and policy_____

CRITICAL OUTCOME 1:

ESTABLISH FOUNDATIONAL INSTITUTIONAL ARRANGEMENTS

STEPS

- 1. Engage with DRM stakeholders**
- 2. Conduct a CRA**
- 3. Establish foundational institutional arrangements for:**
 - Policy (Political sphere) including development of DRM Framework**
 - Direction and implementation of policy (DMC)**
 - Integrated execution of policy, technical advice and planning *internally***
 - Stakeholder participation, technical advice and planning (DRMAF, community and volunteers)**
 - Cooperation (neighbouring authorities, other spheres etc)**





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Managing the process from here on:

**Getting the DRMAF working for you
Ensuring integration**

Establish Project Teams





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Managing the process:

- **Establish Project Teams**
- **Identify Project Managers**
- **Develop project management schedules to:**
 - **ensure integrated and coordinated actions by all stakeholders**
 - **identify key actions**
 - **allocate responsibilities for each action**
 - **attach time frames for monitoring of progress and completion of each action**
 - **attach budget implications to each action**
- **Develop project time frame schedules to ensure coordination of actions and to identify interdependent processes**





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- **Establish a task team develop the draft DRM Framework**
- **Establish the Technical Advisory Committee (TAC) to**
 - **Facilitate the development of terms of reference for stages 1 and 2 of the DRA and submit ToR to the relevant DRMC for approval**
 - **Monitor the progress of the DRA**
 - **Monitor the validation and/or interpretation of the findings**
- **Commission the DRA to identify:**
 - **Known priority risks**
 - **Common vulnerabilities prevailing in the area as a whole**
 - **High risk groups, are, developments with multiple vulnerabilities**





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Now its back to the DRM Framework!

- **Submit the first draft to the DRMAF and any other relevant role players and stakeholders, including internal policy and planning entities and relevant DRMCs for inputs**
- **Process the inputs**
- **Publish revised draft for public comment**
- **Process public input**
- **Submit final DRMF through the DRMAF; ICDRM to the Executive Committee/Council then for publishing in Provincial Gazette**





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- **Important!**

Ensure that all relevant data required for the information management system is captured simultaneously during each step of the process of establishing the foundational institutional arrangements to contribute toward critical outcome 3 of the level 2 plan (sections 16 and 17 of the Act)





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CRITICAL OUTCOME 2:

DEVELOP THE CAPABILITY TO GENERATE A LEVEL 2 PLAN

- 1. Task the TAC to facilitate the development of Terms of Reference for Stage 3 of Disaster Risk Assessment**
- 2. Include in the ToR the requirement for simultaneously capturing for the DRM information Management System and Communication**
- 3. Commission Stage 3 DRA**
- 4. Identify locations for establishing emergency communication links based on findings of initial DRA**
- 5. Establish decentralised arrangements for DRM in the municipal sphere**
- 6. Establish arrangements for DRM in municipal wards**
- 7. Promote the recruitment training and participation of volunteer**





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CRITICAL OUTCOME 3:

DEVELOP AND IMPLEMENT CONTINGENCY PLANS FOR KNOWN PRIORITY THREATS

- 1. Establish project teams to develop contingency plans for known priority threats according to outcomes/findings of the first 2 stages of the DRA**
- 2. Identify lead agencies and assign primary responsibility; identify and assign agencies with supporting responsibilities for priority threats and reduction of common vulnerabilities in accordance with findings of the DRA**
- 3. Task project teams to develop operational plans for response and recovery activities using project management methodologies and reporting formats**
- 4. Task project teams to develop contingency plans for known priority threats using project management methodologies and reporting formats**
- 5. Task organs of state/municipal entities to initiate developmental projects to reduce common vulnerabilities according to findings of Risk Analysis using project management methodologies and reporting formats**
- 6. Integrate plans into IDP and other developmental initiatives**
- 7. Gather data to contribute to Level 2 plan including the development of hazard and risk maps**





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The 3-Level approach

- **Level 1**
 - Establish foundational institutional arrangements
 - Develop the disaster risk management framework
 - Commission stages 1 and 2 of DRA (Risk Analysis)
 - Develop the capability to generate a level 2 plan
 - Develop contingency plans for known priority threats
 - Develop operational plans for disaster response and recovery
 - Gather data to contribute to Level 2 plan

Outcome: Level 1 Plan complete





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Planning the process:
Level 2 : 4 Critical outcomes





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1. Establish processes for a comprehensive DRA
2. Identify and establish consultative mechanisms for specific risk reduction strategies, projects and programmes
3. Develop a supportive information management system
4. Develop emergency communication capabilities

OUTCOME: LEVEL 2 PLAN COMPLETE





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CRITICAL OUTCOME 1:

ESTABLISH PROCESSES TO CONDUCT COMPREHENSIVE DRAs

STEPS

- 1. Commission Stage 3 of DRA based on findings of Stages 1 and 2 (risk analysis)**
- 2. Gather data to contribute to Critical Outcome 3 including the further development of risk maps**





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CRITICAL OUTCOME 2:

IDENTIFY AND ESTABLISH FORMAL CONSULTATIVE MECHANISMS FOR SPECIFIC RISK REDUCTION PROJECTS

STEPS

- 1. Identify a full range of appropriate expertise specific to the nature of the risk/s prevailing in each high risk area, community or development as identified in the comprehensive DRA and establish specific project teams accordingly**
- 2. Task the Project Teams to develop specific integrated (and holistic) risk reduction projects to reduce risk and build resilience risk reduction in the high risk areas, communities and developments using project management methodology and reporting formats**





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CRITICAL OUTCOME 3:

DEVELOP A SUPPORTIVE INFORMATION MANAGEMENT SYSTEM

STEPS

1. Establish an information management and communication project team
2. Identify key categories of information and capability requirements
3. Identify additional capabilities including interface requirements eg GIS necessary to support the following imperatives and support services:
 - Institutional arrangements
 - Disaster risk analysis, assessment, mapping and monitoring
 - Disaster risk reduction planning, projects, programmes and monitoring
 - Response and recovery planning and operations
 - Public information and communication management
 - Education, training, public awareness and research
 - Funding and financial management
1. Identify components requiring interface capability
2. Identify mechanisms including responsibilities for gathering data and existing sources of information
3. Task project team to compile draft specification document after consultation with strategic role players in accordance with national standards and guidelines
4. Task the project team to prepare project proposal for system
5. Commission the system design
6. Commission the development and implementation of the system
7. Monitor progress





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CRITICAL OUTCOME 4:

DEVELOP EMERGENCY COMMUNICATION CAPABILITIES

STEPS

Task the information management and communication project team to:

- 1. Consult with all stakeholders to establish minimum communication requirements and capabilities in respect of:**
 - **Central reporting**
 - **Analyzing and processing incoming information**
 - **Monitoring systems for the purposes of early warnings**
 - **Dissemination of early warnings**
 - **Activating disaster response**
 - **Emergency communications for real time response management**
 - **Public information and resource access**
 - 2. Identify minimum *capability* requirements of system**
 - 3. Consult with technical expertise to**
 - **Conduct a GAP analysis and draw a comparative analysis with requirements and national standard**
 - **establish specifications for system**
 - 1. Task the project team to prepare project proposal for system including financial implications**
 - 2. Commission the system design**
 - 3. Commission the development and implementation of the system**
 - 4. Monitor progress**
- OUTCOME: LEVEL TWO PLAN COMPLETED**





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Planning the process:
Level 3 Plan : 3 Critical Outcomes





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3 Critical outcomes :

ENSURE COORDINATION, ALIGNMENT, ONGOING ASSESSMENT, MONITORING AND CONTINUITY

STEPS

- 1. Establish specific institutional arrangements to ensure the coordination and alignment of the plan with other governmental initiatives and plans of institutional role players**
- 2. Establish mechanisms to show evidence of informed and ongoing risk assessments**
- 3. Implement mechanisms to ensure relevancy disaster risk management framework and plans and for monitoring effectiveness of developmental measures to reduce vulnerability and of specific risk reduction projects**

