National Disaster Management Office

Strategic Plan 2017 – 2019

Document control

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Contents

References

The following doctrine was sourced as reference material for this document:

Sendai Framework for Disaster Risk reduction 2015 – 2030

Framework for Resilient Development in the Pacific 2017 – 2030

RMI National Strategic Plan 2015 – 2017

RMI National Disaster Management Plan

RMI Hazard Mitigation Plan

RMI National Action Plan for Disaster Risk Management 2008 – 2018

RMI Agenda 2020

RMI National Emergency Response Plan 2010

RMI Joint National Action Plan for Climate Change Adaption and Disaster Risk Management 2014 – 2018

Abbreviations and Acronyms

DM	Disaster Management
DRM & CC	Disaster Risk Management and Climate Change
DRR	Disaster Risk Reduction
DRRA	Disaster Relief and Recovery Arrangements
EOC	Emergency Operations Center
EWS	Early Warning System
IOM	International Organization for Migration
MOU	Memorandum of Understanding
NDC	National Disaster Committee
NDMO	National Disaster Management Office
OIFP	Outer-Island Focal Points
PDNA	Post Disaster Needs Assessment
PHP	Pacific Humanitarian Partnerships
RMI	The Republic of the Marshall Islands
SAR	Search And Rescue
Sitrep	Situation Report
SOP	Standard Operational Procedure
SPC	Secretariat of Pacific Community
TOR	Terms Of Reference
UNISDR	United Nations International Strategy for Disaster Reduction
UNOCHA	United Nations Office for the Coordination of Humanitarian Affairs

Vision

The vision of the National Disaster Management Office is: "A safer and more resilient nation and communities"

Objectives

Objective 1. *Establish an NDMO governance framework through reporting, planning, resourcing, legislation, policy and procedures*

Action	Outcomes	Performance Measures
Reporting	Quarterly and Annual Reporting prepared by NDMO	Quarterly and annual reports produced
	Establish an effective NDC Secretariat with records, minutes and reports documented in a database	Records of minutes available for each meeting. Auditable records management system in place
	Compliance is maintained with aid requirements	Compliance audit conducted
		Annual audits delivered to Chief Secretary on EOC preparedness
		Regular review meetings established to constantly review mitigation plan
Preparedness and Planning	Comply with Sendai Framework for Disaster Risk reduction 2015 – 2030 through development of a governance framework to manage disaster risk	Governance framework established and implemented
	Develop and review NDMO and Cluster Terms of Reference and Disaster Management SOPs	TOR and SOPs developed and stored in NDMO database
	Develop and Review Contingency plans for; • Drought • Typhoon • SAR	Share Contingency plans to NDC for review and endorsement
	Review and revise all current Disaster Response Plans and create a register of plans. Identify plans that need to be developed and complete as required.	Register of plans established and maintained. All plans reviewed regularly
	Develop Standard Operating Procedures for EOC and ensure EOC is appropriately resourced	EOC SOP's developed and equipment identified and obtained
	Ensure that Community Profiles are accessible via Data Base and updated annually	Current profiles maintained and available. Key vulnerabilities noted
	Compile data base of trained personnel and their skill set. Seek developmental training opportunities for key personnel	Current register developed and maintained, training gaps noted and resolved
	Compile list of public awareness programs through survey of clusters and partner agencies. Identify gaps between programs currently provided regionally and RMI training needs	List of current public awareness programs compiled. Strategic plan for public awareness program delivery developed. Attendance at Regional training opportunities, conferences and meetings. Networks established with Pacific Nations NDMOs.

	Improve International, National and community disaster risk management planning arrangements	SOP developed and Communication Strategy in place.
	Develop effective Early Warning System Communication Strategy and SOP	Evacuation plans in place. Relationship with IOM maintained and strengthened
	Develop Evacuation Plans utilising the strategic partnership with International Organisation for Migration (IOM) and Marshall Islands Red Cross Society & International Federation of Red Crescent.	An implementation schedule developed and commenced
	Organise Provincial Workshops to reach coordination agreement, funding, responsibilities/roles for existing Disaster Response Plans	
Resourcing	Seek funding for awareness and simulation exercises	Funding streams in place and utilised. Exercises commenced
	Review staffing numbers and ensure adequate human resources available to operate EOC	Sufficient human resources in place
	Draft a capacity building plan for NDMO to address long term issues including Climate Change	Future requirements of NDMO mapped out
	Design an asset maintenance and replacement plan and allocate sufficient budget to the plan for NDMO office and facilities	On-going funding in place to allow for equipment maintenance and replacement
	Prepare a Sector Map to track resources, equipment etc. held by sector partners/stakeholders	List of key resources available during disasters maintained and updated by Information Officer
Legislation	Draft updates for legislation as required to reflect substantial changes in RMI since original implementation	Doctrine reflects current capability and procedures of NDMO. Reviewed DM plan approved and signed off by Cabinet
	Undertake annual reviews of all NDMO associated doctrine, update as required and ensure that NDMO policy platforms are compliant with international policy	All doctrine current and reflective of national and international policy
Policy and Procedures	NDMO ensures that all policy and procedures are finalized. Copies are available in the NDMO database and distributed to all stakeholders	All policy doctrine current. All plans and policy reviewed and communicated as appropriate
	Develop Multi Hazard Disaster Plans for Majuro and each of the outer islands based on hazard and risk models and quantitative risk assessments	Specific Multi Hazard Disaster plans developed with consideration of individual risks
	Review all reporting templates including Situation Report (Sitrep) Template and standardize the data collected to align with clusters and external agencies	Templates finalised and distributed

Objective 2. *Improve Disaster Risk Management coordination and communication arrangements with all stakeholders at all levels*

Action	Outcomes	Performance Measures
Communication	Develop mechanisms for capturing information from national to community levels using the Outer-Island Focal Points (OIFP)	Information channels established and database developed
	Seek to establish MOUs for central data sharing and Intellectual Property (IP) protection between agencies and organizations. MOUs to include that reporting will be both ways and detail how information should be disseminated (why, what will be delivered, how and where)	MOUs in place
	Update procedures around initial cluster assessment teams, how information is passed and informs sector and cluster planning	Procedures developed and implemented
	Develop effective Early Warning Communication Strategy SOP	Strategy developed and implemented
	Strengthen communication dissemination and coordination including early warning systems (two ways and across communities)	Processes and systems developed and implemented
	Improve return flow of information with impact assessment mapping and monitoring	Procedures developed and implemented
Coordination	Promote connections to regional information networks utilizing UNOCHA, UNISDR) including PHP meetings and SPC	Increased RMI NDMO presence
	Strengthen regional Information Management by attending regional meetings	Conferences, seminars, meetings and training attended
	Establish, coordinate and maintain a NDMO Information Management system by building from available datasets for DRR needs	Database established and maintained
	Establish databases of contacts for critical personnel and organizations	Database established and currency of contacts maintained through regular checks
	Prepare a Sector Map to track resources, equipment etc. that is held by sector partners and stakeholders	Information mapped in database
	Develop TORs to accommodate roles and processes for mobilizing surge partners to ensure external parties act in supportive roles, clearly outlining how all parties are to work together	TORs developed

	Strengthen links with other emergency service providers	Communication channels in place
	Establish logistics coordination system to enable efficient operations during emergencies and disasters	System in place

Objective 3. *Improve Disaster management operations through prevention, preparedness, response and recovery phases*

Action	Outcomes	Performance Measures
Prevention	Develop and implement public awareness program through engagement at all levels including community workshops, incorporating local knowledge into program development	Local knowledge identified and incorporated into programs Simulation exercises conducted at community level to test and educate
	Identify key areas of vulnerability and target programs accordingly	Programs in place
	Ensure warning dissemination avenues are clear and warnings are issued in a timely manner	Exercises conducted to test systems
	Liaise with Education Cluster with a view to having messaging on DRM & CC mainstreamed into school curriculum	Programs Implemented
	Conduct Multi Hazard DRM awareness throughout RMI to ensure communities are better prepared for future disaster	Awareness sessions conducted and reported
Preparedness	Establish the RMI EOC and have all relevant stakeholders trained in working in an EOC operations including provision of redundancy	Equipment necessary for the operation of an EOC identified and obtained. EOC course delivered and all personnel trained in EOC operations. EOC SOP's developed
	Survey existing plans to identify gaps where plan development id required	NDMO SOP's prepared, reviewed and available. Annual exercise completed and reviewed
	Develop strategic public awareness program based upon current hazard profile and emerging issues	Strategic public awareness program developed
	Improve International, National and community disaster risk management planning arrangements	Profile of key vulnerabilities developed through National and local workshops
	Conduct training needs analysis report and develop national and local government disaster risk management training program	Training needs analysis report completed and program developed
	Identify existing courses and their availability. Identify key personnel for training	Database of available courses and trained personnel maintained. Key personnel identified and allocated course placement
	Identify gaps between courses provided regionally and RMI training needs	Develop training strategy to bridge the gap between available courses and training needs
	Establish community profiling which captures all information for each community, Outer Island etc. to help facilitate rapid response based on informed data	Community profiling database established and maintained

	Develop messaging strategies that include the dissemination of warnings and preparedness of communities and government response agencies	EWS messaging systems prepared tested and revised
	Map community specific disasters to identify which communities are prone to what hazards and develop hazard specific disaster response plans	Database created and information used to prepare plans
	Develop and maintain a list and maps of community evacuation centers that meet defined suitability/standards, health centers, water sources and infrastructure etc	NDMO develops updated list of available resources including supplies and equipment
Response	Compile database of trained personnel and facilitate training needs analysis based upon current hazard profile	Analysis completed and database maintained
	Provide training in use of forms and data transmission to central data collection points	Data collection methods in place and training provided
	Conduct DRM training opportunities for personnel incorporating traditional resilience & coping strategies	Training provided
	Investigate MOUs with Local Authorities and Government sectors to accelerate access to resources for rapid response in times of disaster/emergency	MOUs established
	Develop a Cluster agreement on recommended specification of relief goods likely to be useful	Information stored in database and updated through continued liaison
Recovery	Comply with principles of Sendai Framework for Disaster Risk Reduction 2015 – 2030 and the Framework for Resilient Development in the Pacific 2017 - 2030 by advocating for "Build Back better" programs to ensure future resilience	Build Back Better programs supported through all stages of recovery operations
	Develop procedures on NDMO role in Loss & Damage (PDNA) assessment	Procedures developed and tested
	Develop framework for Disaster Relief and Recovery Arrangements to establish governance over governmental financial assistance	Framework established and DRRA signed off, adopted and communicated to stakeholders