



KOSRAE STATE MUNICIPAL DISASTER PREPAREDNESS PLAN

For The Municipality of MALEM

Updated: May 2022

With the guidance and support of
the FSM Department of Environment, Climate Change and Emergency Management (DECEM)

Created in partnership with
The International Organization for Migration
IOM - Micronesia



Through support from
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Enhanced Preparedness for Effective Response Project



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1. OBJECTIVE

- Strengthen community based disaster preparedness
- Develop and carry out activities that are useful for both addressing everyday risks that communities face and for responding to disaster situation.

2. COMMUNITY PROFILE

The community profile provides an outline to record and display valuable information regarding the community's population breakdown, households, resources, and valuable assets. **Please see Annex A**

3. COMMUNICATIONS

- Hand Sirens
- Village call outs
- Mayor's Disaster Task Force
- Community Disaster Committees

What is the most reliable form of communication both within and outside the island?

- Hand Sirens

What are the backup communication methods?

- Mayor's Disaster Taskforce

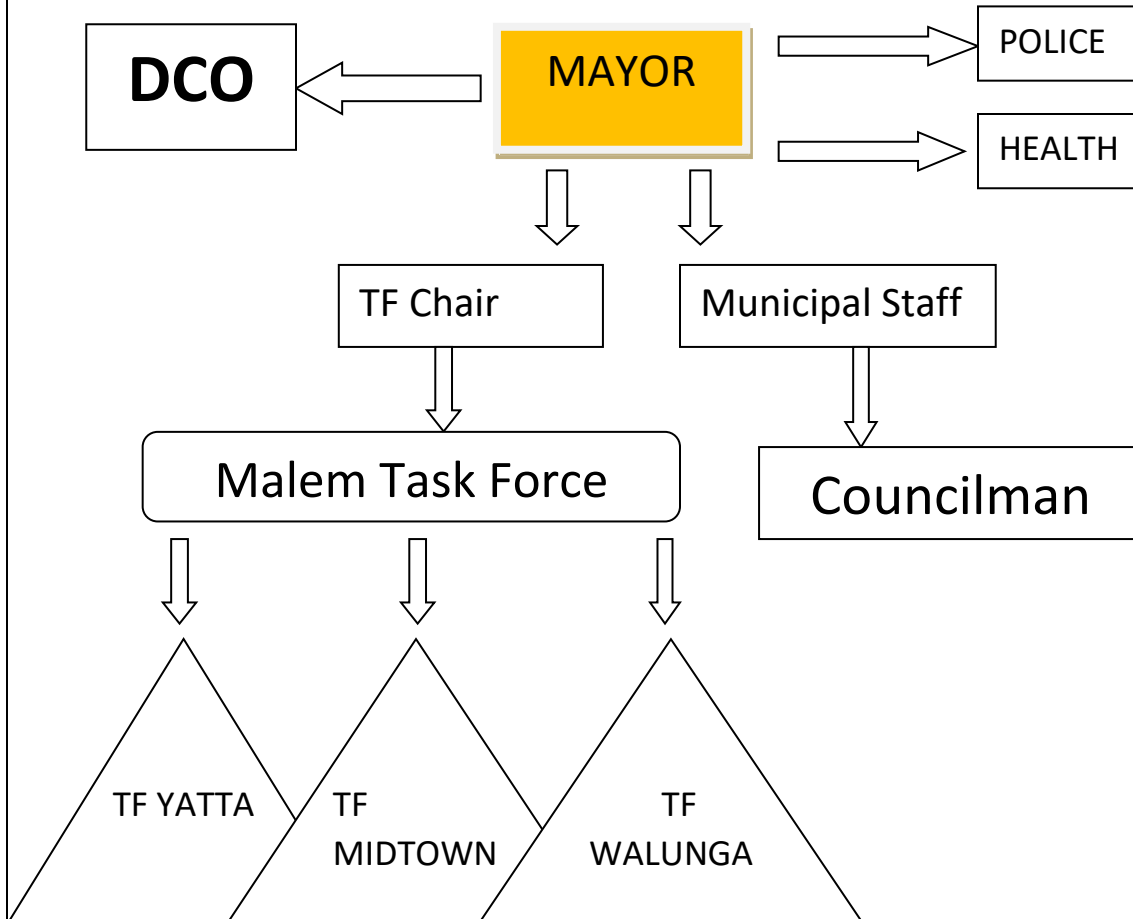
A. Emergency Contacts

	<u>Names</u>	<u>Phone Number& Radio Frequencies</u>
Mayor & Municipal leadership	1. Mayor Ruben Charley 2. Chairmen of Council Arthur Talley	<u>370-4501</u> <u>370-3431</u>
Traditional Leaders	1. Reverend Nena Kilafwasru	<u>370-4590</u>
Health Services	1. Dr. Carolyn Timothy 2. Dr. Paul Aaron	<u>370-3012 (Hospital)</u>
Police	1. Chief Rinson Phillip 2. Jeffner Anton	<u>370-3333 (Police Station)</u>
Shelter Focal Points	1. Principal Pomeroy Kephas 2. Chair Disaster Team 3. Municipal Secretary 4. Municipal Police/ Staff	<u>370-4507 (School)</u> <u>370-4501 (Municipal Office)</u>
Shelter Distribution Team	1. Shrue Welsin 2. Shirley Skiller 3. Kenye Conrad 4. Lelean Rinson	<u>370-7655</u> <u>370-7820</u> <u>370-8260</u> <u>370-3541</u>

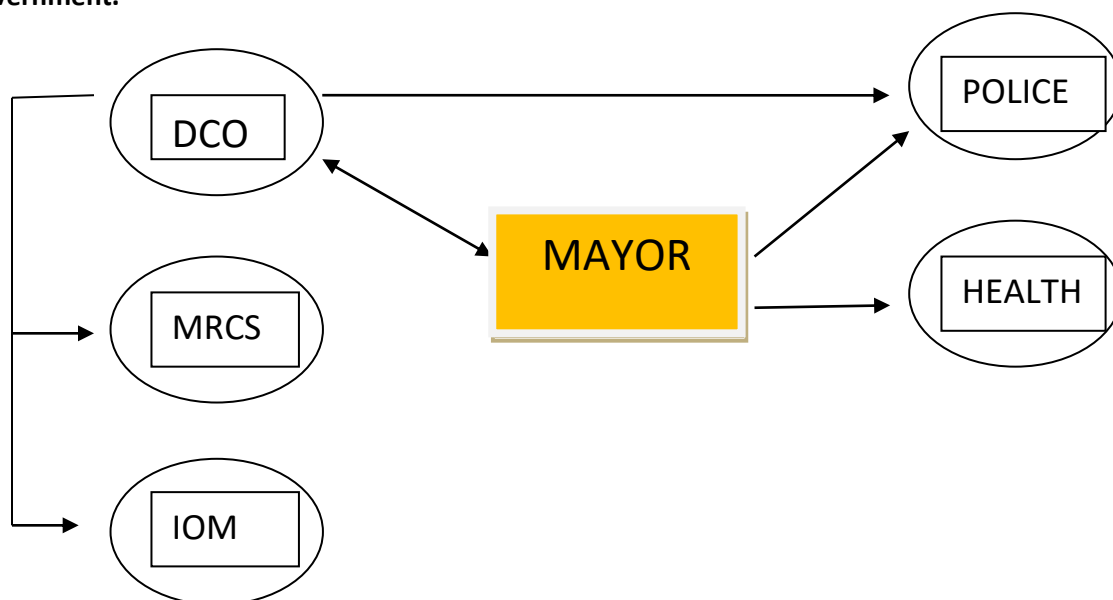
B. Communication flow

The phone/radio communication stream is a clear plan for how information will be transmitted throughout the community to ensure all members are informed in a timely manner of an onset disaster approaching.

Please draw the communication flows within your community/Municipality.



Please draw the communication flow between your community/Municipality and the State Government.



3. HAZARD, VULNERABILITY & CAPACITY MAPPING (HVCM)

A. Past Hazard Events

A hazard can be natural or manmade, sudden or slow onset, and can cause loss of life, injury or other health impacts, social and economic disruption, and/or environmental degradation. Common natural hazards in the North Pacific include typhoons, drought, and king tides. What are some hazards that have affected your community? Please observe an example in the first row of boxes below:

Hazard/ Year	How did this even impact your community?	How did the community cope/respond to event?	What signs/clues were visible to community members that the hazard was approaching?
Cholera Disease	Decreased Population	Community Clean-Up	Information declared by Public Health
Flooding	Damaged Crops & Livestock	Planting trees near river bank	Heavy rain for more than three days
Typhoon	Damage Houses	Build more Resilient and strong houses	High Tide and Strong wind
King Tide (1905)	Damage crop, water security	Well coping (worked as a community to address the issues)	Dark
Drought (1985)	Damage crops, water security	Teamwork	Limited rainfall
Drought (1990s)	Damage crops, water security	Well coping	Heavy rainfall
Flooding (2006)	Damage farms	Well coping	Flooding (2006)

Pest / invasive species	Damage plants	Well coping	Drought
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B. Identify & Reduce Vulnerability

Vulnerability is the condition or circumstance of the community which makes it susceptible to being damaged by a hazard or disaster. Identify physical vulnerabilities of the community (roads, bridges, houses, community buildings, communications systems), as well as vulnerable individuals who may need additional assistance or care. Include cultural sites, and any facility important to the well-being of the community, such as medical clinic, emergency shelter, and water supply. Possible impact is what “could happen” as a result of the hazard. Identify what corrective activities are needed to reduce the identified vulnerabilities in the community. Corrective activities are actions to be take prior to the event occurring to mitigate the effects. Please observe an example in the first row of boxes below:

Hazard	Vulnerable assets/people	Possible Impact	Corrective Activities
Flooding	<ul style="list-style-type: none"> Crops and Livestock Houses near river 	<ul style="list-style-type: none"> Loss of livestock and crops Erosion Washes trash over houses Damage Households 	<ul style="list-style-type: none"> Build Drainage Planting trees near river banks Trainings Elevate houses
King Tide	<ul style="list-style-type: none"> Near shore Resident Crops and farms Senior Citizens Public / Children Coastal Houses 	<ul style="list-style-type: none"> Houses damaged Disease Famine Pollution 	<ul style="list-style-type: none"> Relocate to higher ground Re-planting more coastal trees Trainings Coastal Protection
Drought	<ul style="list-style-type: none"> Crops / farms Senior citizens Public / Children Coastal houses 	<ul style="list-style-type: none"> Kills crops 	<ul style="list-style-type: none"> Do not burn trash (or other activities that can lead to fire)
Pests	<ul style="list-style-type: none"> Crops and plants 	<ul style="list-style-type: none"> Damage crops 	<ul style="list-style-type: none"> Sprays and pesticides

C. Capacity for Immediate Response

Identify members of the community and the areas in which they either have specialized training or work experience that could be helpful prior to, during, or after an emergency. This should include years of experience. Please observe an example in the first row of boxes below:

Community Member	Skill	Description of training and practice with the skill
Paul Aaron	Doctor	Medical Doctor , Kosrae State Hospital
Pomeroy Kephass	Principal	Participated in WASH and EHA Training

Ruben Charley	Mayor	WASH & EHA Training
Roxanne Charley	Secretary, KRCS	Kosrae Red Cross Society
Jeffner Anton	Police	Emergency First Respond Training
Singketchy George	CPR	First aid kit, stretcher (last trained in Jan 2021)
Doctors (Paul, Lilly, Caroleen)	Doctor	Certified Doctors
Joy Palokoa	UNICEF Rep/ CPR	First aid, stretcher
Malem RMC	CPR trainer	Office space, CPR trained in 2017
Malem Disaster Team	Involved in the development of the MDPP	Truck / office

D. Mapping of points of interest (Specific areas of vulnerability, Evacuation Shelters, Assets, etc...)



E. Identified Emergency Evacuation Shelters

Identify which structures in your community have been designated for functioning as evacuation shelters during emergencies, as well as who will serve as manager for each shelter. Please observe an example in the first row of boxes below:

Identified Structure	Shelter Manager	Status of state assessment (please coordinate with your DCO)
Malem Elementary School	Pomeroy Kephas	Assessed by DOE and DCO in 2012

F. Identified Emergency Evacuation Shelters

The Evacuation Shelter Managers, who are listed on the chart of committee members, would each be responsible for overseeing a shelter. Listed below, are the different positions recommended for running a shelter efficiently. The shelter manager should work with the committee to determine who could best meet the requirements for serving in the various capacities. Please see Annexes B& C for additional tables.

Shelter Focal Points	
Evacuation Shelter Manager Pomeroy Kephas 370-4507	<ul style="list-style-type: none"> Responsible for overseeing all the operations Ensures that all members of the Shelter Management Team are adequately completing their roles and responsibilities without showing favouritism Liaison to the CDRC All members of the Shelter Management Team report to the Evacuation Shelter Leader
Registration Focal Point Marinda S. Ittu 370-4420	<ul style="list-style-type: none"> Meets with beneficiaries upon arrival to fill out registration forms Oversees the Registration Team Records requests and needs Totals beneficiaries into categories (males/females/children) Totals vulnerable populations (pregnant, sick, disabled) and their individual needs Creates a list of requested items from beneficiaries Shares data with the Distribution Team
Relief Distribution Focal Point Hilman George 370-7732	<ul style="list-style-type: none"> Responsible for inventory of supplies and distributions Oversees the Distribution Team Meets with the Registration Team to collect data using registration tally sheet (males, females, supplies needed etc) Works with the Management Shelter Leader deciding how to divide the resources

	<ul style="list-style-type: none"> • Implements protocols and systems for the distributions • Ensures that relief items are distributed equally based on individual needs • Ensures that all supplies are kept in a safe place
Security Focal Point Abraham Phillip 370-4435	<ul style="list-style-type: none"> • Responsible for enforcing security protocols for the safety of beneficiaries • Oversees the Security Team • Meets with the Evacuation Shelter Leader to discuss potential security threats and action plans to prevent/mitigate potential security issues • Communicates with beneficiaries regarding safety policies • Ensures that all security issues/concerns are the priority • Works with the Distribution Focal Point to ensure all items for distribution are secure

4. MUNICIPAL DISASTER PREPAREDNESS COMMITTEE

The MDPC is made up of community members representing all factions of the community which include men, women, youth, elderly, people with disabilities, and other vulnerable groups. Members of the Disaster Preparedness Committee can be self-appointed and/or voted in, but the process for selecting the committee members should be fair and transparent. There should be a representation of at least three individuals selected for each category (with the exception of the CFP), taking into consideration equal gender distribution during the selection process. Add any additional responsibilities the committee finds necessary.

<u>Name of Identified Team Members</u>	<u>Local Titles</u>	<u>Phone Numbers</u>	<u>Determined Responsibilities</u>
Ruben Charley	Mayor	370-2059	Disaster Response Focal Point (CFP) Key decision maker; Maintains emergency communications; Updates partners of latest action plans; Calls for DRC meetings; Reports the results of assessments to DCO; Liaises with government partners and ensures community-level plans are in line with national priorities; Continuously reviews and updates emergency action plans and climate adaptation plans as needed
Arthur Talley	Chairman Councilmen	370-4253	Vice Focal Points Undertakes all CFP responsibilities while the CFP is off island or otherwise unavailable
Sepe Jason	Secretary	370-4501	Secretaries Takes notes at meetings; Coordinates venue and members for meetings; Writes and distributes reports of meetings and plans; Keeps record of the community population updated; Updates and maintains contact list of community members
Arthy Jonas	Police Officer	370-4304	Rescue Team Ensures that all loose/dangerous objects are secured during a disaster; Performs implementation of disaster plan; Ensures emergency equipment is maintained and in stock; Responsible for participating in any relevant training opportunities to update their skills/knowledge; Helps in evacuating elderly, disabled, and sick people to the evacuation shelter; Ensures that each community member has been safely relocated to the evacuation shelter
Hemilson Phillip	MMG Rep	370-4405	Water Monitors Rain gauge monitor; Maintains monthly monitoring of rainwater and wells by reporting water levels to CFP; Responsible for securing water catchments and wells before a disaster hits; Ensures the water is not wasted during and after a disaster; Reports contaminated drinking water to CFP
Jeffner Anton	Hamlet President	370-2741	Community Liaisons Reports Disaster Response Plan back to the community; Provides feedback from community to DRMC; Updates community on any changes to the plan
Pomeroy Kephass	Principal	370-8056	Evacuation Shelter Managers Ensures the evacuation shelter is well-maintained and resources are ready

5. PREPAREDNESS ACTION PLAN

For each hazard your community is prone to there should be a detailed and step-by-step plan. The plan should be created by the DRMC primarily including feedback from the community members. The best way to create a plan is through a consultative meeting process, in which all committee members agree on each step of the plan. The DRMC should present the completed plan to the community members ensuring each community member is updated on where to go for each type of hazard. The DRMC should also create a timeline to regularly review the plan with community members, as well as conduct community-wide drills of the plan. As soon as the plan is completed, the Community Focal Point should relay it to the relevant government counterpart. For a copy of the Initial Disaster Assessment form, please see Annex D.

A. Hazard Specific Action Plan

HAZARD: Flooding & King Tide

	<i>Point to consider...</i>	<i>How will your community respond?</i>
48 hours	Has each community member been informed? Are shelters ready for operation? Are the radios secured? Has the alarm sounded? Are rescue teams enacted? Are water sources and valuable assets secured?	After Receiving information from the DCO and the Mayor, the CFP will inform his/her disaster committee and make sure every assets is secure and available and also to follow protocol during disaster.
24 hour	Are all community members in an evacuation shelter? Has a head count been done? Has the CFP been notified of head count? Have all communication devices been taken down and secured?	The Municipal Disaster Team and Shelter Manager will communicate to make sure everyone is safe and devices secured.
12 hours		
	IMPACT	
Post Impact	<ol style="list-style-type: none"> What are the points of impact? Are there any medical emergencies to attend to? What are the states of the physical structures? What are the immediate needs? What is the community's access to food/water? How much? How many? Have a you completed an Initial Disaster Assessment form? See Annex D 	A) Flooding <ul style="list-style-type: none"> Two main impacts during flooding are Crops and Livestock. Community will cope together and share water catchment and food that may available during the disaster. School Shelter will be used as Evacuation shelter and all operation will be lad by Community Disaster team and assisted by Shelter Emergency Team.

	<ul style="list-style-type: none"> • <i>Community Disaster Team will make sure that food and water is accessible and available to the people from the community.</i> • <i>There are several People from the Community trained on filling out IDA.</i> <p>B) King Tide</p> <ul style="list-style-type: none"> • <i>Community will evacuate to higher ground or to School as shelter.</i> • <i>People may used community Clinic as Medical Emergency clinic</i> • <i>Water Tank/Catchment and Food will be secured</i> • <i>Teamwork and coping of community and Disaster Team will highly recommended .</i> • <i>Several key players from the Community are trained in filling IDA form.</i>
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Annex A
Municipality Profile: Federated States of Micronesia

INITIAL INFORMATION											
Site details											
State: Kosrae				Municipality: Malem							
Atoll/Island: Island				Date: 11/20/19							
GPS Coordinates:		Latitude:				Longitude:					
Name of municipality leader:		Mayor Ruben Charley		Contact of municipality leader:		370-4501					
Demographics											
Age/sex	0-5 years		6-12 years		13-17 years		18-59 years		60+ years		
Male	72		170		79		340		22		
Female	58		173		146		370		19		
Total											
Total # of Households											
Access											
Is there an airport?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, coordinates		X		Y			
Is there a distribution point?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If yes, coordinates		X		Y			
Is there a dock?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, coordinates		X		Y			
Is there an evacuation centre?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If yes, coordinates		X		Y			
				Or, If yes, location							
Communication											
Phone access		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Mobile access		<input type="checkbox"/> Yes <input type="checkbox"/> No		Internet access		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Radio station access		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		HF Radio access		<input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, frequency			
Access to HF Radio		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, frequency				Other type(s) of communication tool(s)			
Key Stakeholders											
Are there existing disaster management committees? YES				Name: Roxanne Charley				Contact: 970-9429			
Other community leaders? YES				Name: Tara Y. Tara				Contact: 370-2221			
SERVICES											
Shelter											
# of families living with host family				# of HH with mosquito nets							
# of families living in temporary shelter				# of HH with access to electricity							
# of families living in permanent housing				# of HH with solar power							
WASH											
Av. rainfall every 6 months (mm)				# HH with private latrine							
Main source of water for drinking		<input type="checkbox"/> Well <input type="checkbox"/> Rain Water <input type="checkbox"/> RO Unit <input type="checkbox"/> River <input type="checkbox"/> Tap <input type="checkbox"/> Other, _____									
Main source of water for cooking		<input type="checkbox"/> Well <input type="checkbox"/> Rain Water <input type="checkbox"/> RO Unit <input type="checkbox"/> River <input type="checkbox"/> Tap <input type="checkbox"/> Other, _____									
# of public water catchments:				General quality of water:		<input type="checkbox"/> Clean <input type="checkbox"/> Moderately clean <input type="checkbox"/> Unclean					
Signs of open defecation		<input type="checkbox"/> Yes <input type="checkbox"/> No		Ongoing hygiene promotion campaigns?		<input type="checkbox"/> Yes <input type="checkbox"/> No					
Health											
Health facility situated within municipality		<input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, Highest Level of Health facility							
Most prevalent health problems		<input type="checkbox"/> Diabetes <input type="checkbox"/> Malnutrition <input type="checkbox"/> Pink eye <input type="checkbox"/> diarrhea <input type="checkbox"/> Flu-like symptoms		<input type="checkbox"/> Other, _____							
Food and livelihood											
What is the most common source of obtaining food?		<input type="checkbox"/> Own produce <input type="checkbox"/> Local market <input type="checkbox"/> Commercial market									
Is there access to food distribution?		<input type="checkbox"/> Yes <input type="checkbox"/> No		Supplementary feeding for children		<input type="checkbox"/> Yes <input type="checkbox"/> No					
Access to market		<input type="checkbox"/> Yes <input type="checkbox"/> No		# of families with source of income							
Education											
Educational facility situated within municipality		<input type="checkbox"/> Yes <input type="checkbox"/> No		# of children attending school		Boys: Girls:					
Highest level of educational facility within municipality?		<input type="checkbox"/> Elementary school <input type="checkbox"/> High school <input type="checkbox"/> College									
If children are not going to school, why not?		<input type="checkbox"/> Not accessible <input type="checkbox"/> Infrastructure not suitable <input type="checkbox"/> Family decision <input type="checkbox"/> Other:									

Annex C

Identified Structure: _____

Shelter Focal Points	Roles and Responsibilities
<p>Evacuation Shelter Manager</p> <p>_____</p> <p>Contact information:</p>	<ul style="list-style-type: none"> • Responsible for overseeing all the operations • Ensures that all members of the Shelter Management Team are adequately completing their roles and responsibilities without showing favouritism • Liaison to the DRMC • All members of the Shelter Management Team report to the Evacuation Shelter Leader
<p>Registration Focal Point</p> <p>_____</p> <p>Contact information:</p>	<ul style="list-style-type: none"> • Meets with beneficiaries upon arrival to fill out registration forms • Oversees the Registration Team Records requests and needs • Totals beneficiaries into categories (males/females/children) • Totals vulnerable populations (pregnant, sick, disabled) and their individual needs • Creates a list of requested items from beneficiaries • Shares data with the Distribution Team
<p>Relief Distribution Focal Point</p> <p>_____</p> <p>Contact information:</p>	<ul style="list-style-type: none"> • Responsible for inventory of supplies and distributions • Oversees the Distribution Team • Meets with the Registration Team to collect data using registration tally sheet (males, females, supplies needed etc) • Works with the Management Shelter Leader deciding how to divide the resources • Implements protocols and systems for the distributions • Ensures that relief items are distributed equally based on individual needs • Ensures that all supplies are kept in a safe place
<p>Security Focal Point</p> <p>_____</p> <p>Contact information:</p>	<ul style="list-style-type: none"> • Responsible for enforcing security protocols for the safety of beneficiaries • Oversees the Security Team • Meets with the Evacuation Shelter Leader to discuss potential security threats and action plans to prevent/mitigate potential security issues • Communicates with beneficiaries regarding safety policies • Ensures that all security issues/concerns are the priority • Works with the Distribution Focal Point to ensure all items for distribution are secure



Standardized Initial Damage Assessment Form (IDA)

State Disaster Coordinating Officer (DCO)

Department of Environment, Climate Change and Emergency Management (DECCEM)

State: _____

Island: _____

Municipality: _____

Village: _____

Assessment Date: _____

Assessment Time: _____

Disaster Name: _____

Assessor Signature: _____

Disaster Date: _____

Assessor's Full Name: _____

COMMENTS

1 Means of access (check all that apply)	<input type="checkbox"/> Road Access	<input type="checkbox"/> Boat access	<input type="checkbox"/> Air	<input type="checkbox"/> by foot only	
2 Means of Communications	<input type="checkbox"/> HF/VHF	<input type="checkbox"/> Cellular	<input type="checkbox"/> Satellite	<input type="checkbox"/> EPIRB	
2.1 Primary Points of Contact (Mayor/Chief)	_____				
3 Local Demographics (write how many)	Total Population				Total Households
3.1 Immediate Wellbeing	_____ Sick/ ill	_____ Injured	_____ Missing	_____ Dead	
3.2 Population(write how many)	_____ Infant/child (<5)	_____ Adolescent (< 15)	_____ Adults	_____ Elderly (>55)	
3.3 Persons w/ disabilities or special needs	_____ Pregnant	_____ Blind/Deaf	_____ Immobile	_____ Other	
3.4 Main dwelling houses	_____ In Total	_____ No/Minor Damage	_____ Major Damage	_____ Destroyed	
3.5 Displaced households (not at home)	_____ with Relatives	_____ at a Church	_____ Shelter/School	_____ Left the Village	
4 Water Supply (Circle Yes or No)	Affected?		Enough Available?	Safe to Drink?	Safe to Bathe?
4.1 Catchments	YES NO	YES NO	YES NO	YES NO	
4.2 Ground Well	YES NO	YES NO	YES NO	YES NO	
4.3 Stream Water	YES NO	YES NO	YES NO	YES NO	
5 Agricultural Damage (select 1 for each)	A little Damage	Half Damaged	Majority Damaged	All Damaged	
5.1 Banana	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Breadfruit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.3 Cassava/Tapioca	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Coconut	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Taro & Yam	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.6 Livestock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.7 How long the food supply will last?	<input type="checkbox"/> 1 week or less	<input type="checkbox"/> 2 weeks	<input type="checkbox"/> 3 weeks	<input type="checkbox"/> 4 or more weeks	
6 Infrastructure	Functional	Impaired Function	Major Damage	Totally Destroyed	
6.1 School Buildings	_____	_____	_____	_____	
6.2 Church Buildings	_____	_____	_____	_____	
6.3 Community Hall	_____	_____	_____	_____	
6.4 Government Buildings & Dispensaries	_____	_____	_____	_____	
6.5 Primary Transportation	_____	_____	_____	_____	
6.6 Normal Electric Supply / Fuel	_____	_____	_____	_____	
7 Security Concerns / Issues	<input type="checkbox"/> None	<input type="checkbox"/> Few Issues	<input type="checkbox"/> Major Issues	<input type="checkbox"/> Not Secure	
8 Overall Coping	<input type="checkbox"/> Strong	<input type="checkbox"/> Moderate	<input type="checkbox"/> Weak		

The Purpose of this form is to collect the important information which will provide an overview of the situation at the village level following a disaster. If possible, please include any photographs of the Damages, as this will be very helpful. More details assessments will follow if needed.

This Form Should be completed and submitted to your State Disaster Coordination Office within 12 to 24 hours following a disaster or severe event.

[illegible]