



Mass Evacuation in Natural Disasters (MEND) Guide

Vanuatu



Based on the assessment done by the Mass Evacuation in Natural Disasters Preparedness Mission, led by the National Disaster Management Office (NDMO) of the Republic of Vanuatu with the support of IOM and UNDAC in May / *June 2016*

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The background of the page is a repeating geometric pattern. It consists of interlocking triangles that create a 3D effect, similar to a woven basket or a honeycomb structure. The colors used are various shades of blue (light, medium, and dark) and a muted orange. The triangles are arranged in a way that they appear to be stacked and interlocked, creating a complex, textured surface.

INTRODUCTION

Purpose

This Mass Evacuation in Natural Disasters (MEND) guide for Vanuatu provides operational guidance to emergency responders to support the evacuation of communities at risk in the context of volcanic eruptions. Based on the MEND global guidelines, this guide may be adapted to the context of other natural disasters that affect Vanuatu, for example cyclones, tsunamis and earthquakes.

The guide targets key users in-country – the National Disaster Management Office (NDMO), Emergency Services, and Line Ministries in the Government of Vanuatu at National and Sub-National levels – and provides additional guidance for the integration of international and national governmental and non-governmental support services and actors.





Scope

The MEND guide serves to support the Government of Vanuatu at the national and sub-national levels by providing the information necessary to:

- Describe the authority through which evacuations are determined;
- Establish a link between Vanuatu Meteorological and Geo-Hazards Department (VMGD) EWS and NDMO's alerts including national, sub-national and local early warning messages for evacuations;
- Describe established management structures to control, manage and monitor mass evacuations;
- Identify agencies and organizations required for a successful evacuation;
- Define roles and responsibilities of different actors and agencies at national, provincial and community levels;
- Advise on the required actions and tools for use during mass evacuations;

Legal Framework

The Vanuatu National Disaster Act (NDA), [CAP 267, Act No. 31 of 2000], established the National Disaster Committee (NDC), the National Disaster Management Office (NDMO), and the National Emergency Operations Centre (NEOC), and defines functions and powers for the management of a national disaster. The law is currently under review (2016). Previously, the NDMO has moved from the Ministry of Internal Affairs (MIA) to the Ministry of Climate Change and adaptation MoCCA. Additionally, under the revised disaster law, humanitarian clusters will be integrated into the NDMO coordination structure, an institutional arrangement that is already in place.

The NDMO is responsible for developing national emergency and support plans (Articles 9 and 10) while Provincial Councils are requested to design Provincial Disaster Plans (Article 11). To date two provinces, Torba and Tafea have developed up-to-date Provincial Disaster Plans whereas for Malampa, Penama, Shefa and Sanma the plans are yet to be completed.

National Support Plans for Cyclones and Tsunamis are currently available in a progressive version endorsed by the Ministry and reviewed by NDMO on annual basis. Standard Operating Procedures (SOPs) for the NEOC are similarly under review as they must be updated from the 2013 SOPs that were developed under the MIA framework. These SOPs need to be refined further to focus primarily on operational matters, as they currently address policy and non-operational matters that go beyond the scope of work of the NEOC.

From a decision-making perspective, it is likely that the new law will provide more clarity. Currently, the NDMO Director can activate the NEOC and recommend further actions to the National Disaster Committee (NDC). The NDC will then take strategic decisions in relation to an emergency and if required, the Council of Ministers will sit to take a decision to recommend a State of Emergency (Article 4) which will be declared by the President (Article 13).

In accordance with financial arrangements currently in place, the NDMO will have access to 25 million VUT during emergencies, with an additional (up to) 1.5% of annual Government budget being allocated

to the overall response upon declaration of a State of Emergency. These funding allocations will be established and managed by the Ministry of Finance under the oversight by the NDC.

Policies

The Sendai Framework for Disaster Risk Reduction calls for the strengthening of disaster risk management. Vanuatu's National Strategic Development Plan (NSDP) reflects this, and underlines in Objective 3 the importance of building a strong and resilient nation in the face of climate change and risks posed by hazards and natural disasters. Specifically, the MEND products link to Policy Objectives 3.1 and 3.2 of the Framework, and subsequent indicators, with a focus on early warning systems and alert messages to communities for Volcanic events (indicator 23), and set of decision support tools made available for coordination, planning, financing, preparedness, response and recovery (indicator 24). The Ministry for Climate Change was established in April 2013 as

part of efforts to streamline Vanuatu's climate change response. It houses the cabinet, corporate services, Vanuatu Meteorological, and Geo-hazards Department (VMGD), energy department, environment department and the National Disaster Management Office (NDMO). The Ministry for Climate Change and the National Advisory Board on Climate Change and Disaster Risk Reduction (NAB) are mandated with coordinating all government and non-government initiatives addressing climate change and disaster risk reduction in the country. The policy framework for the Ministry is presented in the Vanuatu Climate Change and Disaster Risk Reduction Policy (2016-2030) with the strategic goal of Resilient Development.

Mass evacuation falls under the Response and Recovery theme, which specifically targets preparedness, community awareness and early warning systems as key components of the policy (Policy Objectives 6.1 Preparedness, 6.3 Community awareness and 6.6 Recovery)¹.

The Development of Evacuation Plans has been included in the National Strategic Plan 2016-2020 of the National Disaster Management Office (NDMO) of Vanuatu, specifically in Objective 2 of “Improve Disaster Risk Management (DRM) coordination arrangements with all stakeholders at regional, national, provincial and community levels” and in Objective 3 of “Enhance Disaster Risk Management (DRM) operations preparedness, response and recovery for a safer, secure and resilient Vanuatu”. Connected to this, the plan requests a focus on “capacity building and training to support the Evacuation Plan and Evacuation Centre protocols²”. In addition, the plan calls for the “Development of a list and map of community evacuation centers that meet the defined standards”. On the community level, the plan looks into the linkage between community evacuation and disaster response plans and reporting into provincial planning” (NDMO Strategic Plan).

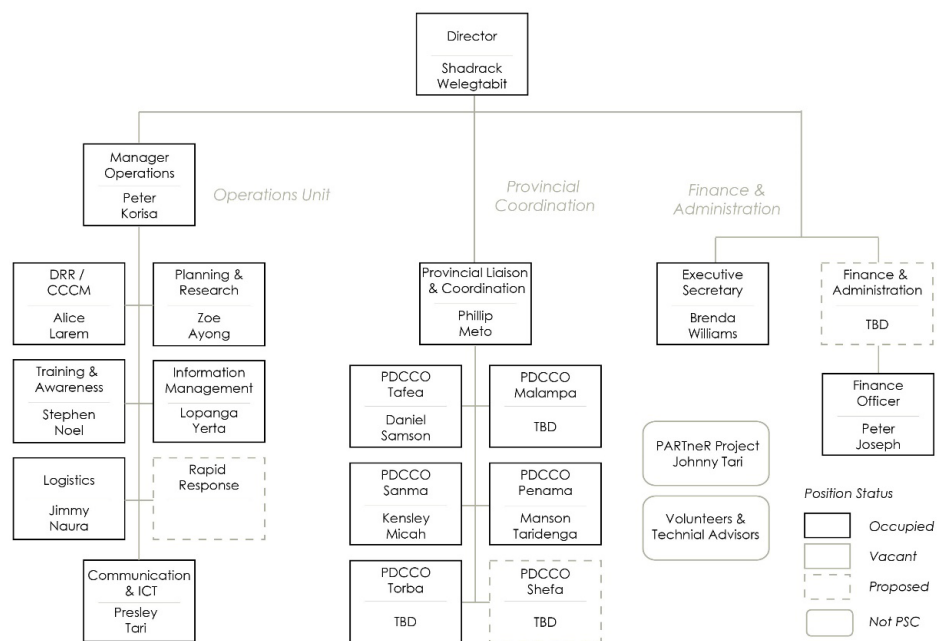
1 MCCA Policy 2016-2030

2 NDMO’s Evac centres selection, assessment and Ops management guidelines

Evacuation coordination and management structure

The National Disaster Response Coordination structure is established; however there is need for greater clarity regarding the organigram, roles and functions of the primary structures. In particular, as the NDMO moved from the Ministry of Internal Affairs (MIA) to the Ministry of Climate Change, various documents and coordination mechanisms appear to have been set aside or not updated. While there are plans in place in the Cyclone Response Plan, the Standard Operating Procedures (SOPs) from

2013, and the various past organizational structures named within the planning documents, each demonstrate a different viewpoint and slightly altered roles and responsibilities. That being said, the general structure is outlined with the organigram suggested below which attempts to compile the various actors into core functional categories. We suggest that this organigram, or a final one like it, be authorized by NAB for final use in all planning documents by the NDMO.



Organisational Structure
National Disaster Management Office
July 2017

Figure 1: NDMO Organizational chart

Council of Ministers (COM) - political-level decision-makers responsible for high-level decisions, including advice to the Prime Minister and President on whether to declare a state of emergency.

National Disaster Committee (NDC) - Chaired by the Director General (DG) of Climate Change, and composed of DGs and Directors, this committee provides strategies, policies and decisions to be coordinated by the NDMO and implemented by line government and non-government partners.

National Emergency Operations Centre (NEOC) - directed by the NDMO Director, this constitutes the tactical and operational wing of the disaster management system, responsible for coordinating strategies from the NDC and ensuring execution and monitoring of action through NDMO and line Ministries in the Sectors/Clusters. NEOC example diagram is provided below.

Government-led Cluster Coordination System (Clusters) - The Government-led cluster coordination system has been adopted by the Government of Vanuatu and is now well-established and supported by line ministries and international cluster lead agencies. Clusters are groups of organizations including national and

local authorities, UN, international and national NGOs and the Red Cross, working in the main sectors of humanitarian action, such as shelter, health and education chaired and managed by the primary sector line ministry which reports to the NDMO through the intercluster and NEOC³.

Clusters have clear responsibilities for sectoral coordination. Clusters provide a point-of-contact and are responsible for the execution of adequate and appropriate humanitarian assistance. Clusters create partnerships between national and local authorities, international humanitarian actors and civil society to ensure service delivery occurs in accordance with national plans and strategies. The NDMO has the responsibility for the coordination of all government agencies and clusters as well as being the cluster lead for logistics.

A Lead Agency is an agency that has primary responsibility for either carrying out or coordinating the work of a particular cluster. A Co-lead Agency is an agency that supports the Lead Agency in its role and responsibility. The Support Agency may be the one that carries out the task for the Lead Agency; however, the Lead Agency is accountable for decisions which are made, and the work implemented.

³ NEOC structure is currently under review by NDMO and the flow chart will accordingly be updated once review completes

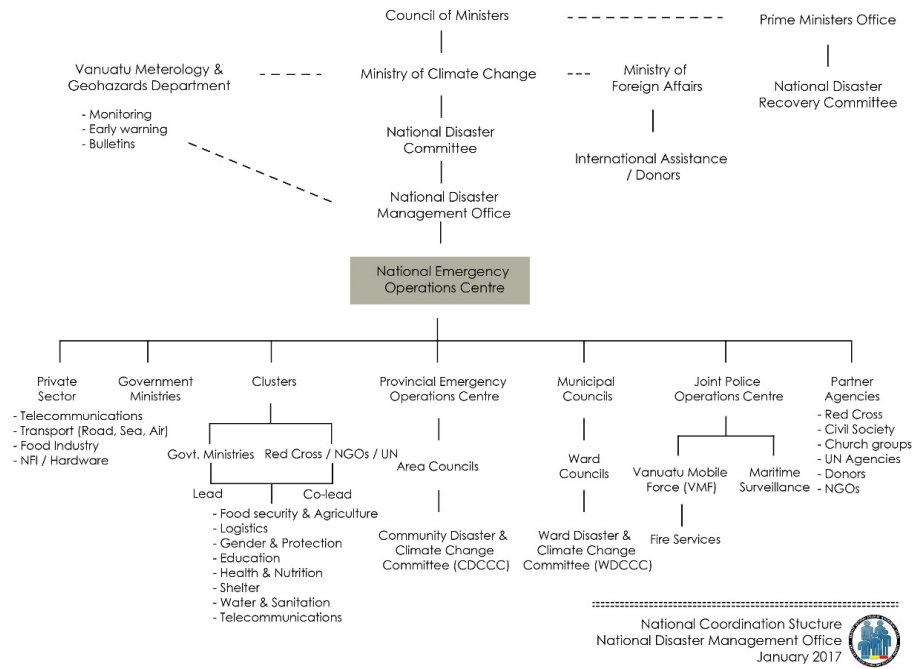


Figure 2: National Coordination Structure

There is a clear reporting and decision-making structure which links operational roles in the provinces and specific disaster-affected locations, with policy-makers at the national level.

Provincial Disaster Committee (PDC) is the body charged with developing and implementing provincial disaster plans and operational procedures including disaster operations management in a disaster. The PDC is led by the Secretary General (SG) who will act as the Disaster Controller in the respective Province with secretariat support from the Provincial Disaster Officer (PDO). Where a PDC has not been established, the Technical Advisory Group (TAG) will act as the PDC and report to the SG.

The Area Council (AC) is a structure that will also serve as the *Area Council Disaster and Climate Change Committee (ACDCCC)*. This body will work with local villages through *Community Disaster and Climate Change Committees (CDCCC)* for disaster management and climate change planning and response. Disaster plans at this level are based on local knowledge and experience with assistance and support from line government agencies, Provincial Councils, NGOs, development partners and the private sector. Plans should be simple and address key elements as outlined in the National Plan for Communities. Currently the ACDCCC and CDCCC network is still in progress and linked to ongoing plans implemented at Provincial levels with the support of NGOs and the Vanuatu Red Cross.

Interaction with other planning and land management instruments

Vanuatu is undertaking a decentralization process that will affect decision-making, however at this time is still in a roll-out phase. Currently, the Department of Local Authorities (DLA) under the MIA is establishing a process for facilitating the development of Provincial Development Plans, which will likely be initiated in 2017. Through the decentralized system, the Provinces, led by the Provincial Council and the Secretary General (SG) will for the first time develop plans that include revenue-generation and development goals at a sub-national level. Evacuation planning, routes, and resources have to be integrated into this process.¹

The Custom Land Management Act No. 33 of 2013 defines the land use, ownership and the resolutions of disputes.

¹ Displacement policy is required, request for technical assistance for displacement policy has been received by IOM from MCC

Any evacuation of populations from islands to neighboring locations will require support and a working relationship with the *Malalvatumauri* Council of Chiefs and the Island Councils of Chiefs for the respective areas of Chiefs and the Island Councils of Chiefs for the respective areas of relocation. The Custom Land Officer for the Province will be the primary resource for working through land issues in the event of an emergency evacuation. At the lowest levels, the Chief Nakamal - a customary institution that operates as the seat of governance for a particular area – will need to be included in any decision making process.

The roll-out of the CDC(CC) is an ongoing process. Currently, the Community-Based Disaster Risk Reduction Working Group (CBDRR WG) is establishing roles and responsibilities, training, and community-based disaster planning tools.

Given an event, the CBDRR WG should be integrated into response planning to ascertain levels of CDCCC penetration into the target community areas and to obtain contact lists and information at community levels. Similarly, these actions are being integrated into Provincial Disaster Plans. Similar disaster planning process has been initiated in the education sector (schools) but limited information exists on the penetration and preparedness of schools themselves at this time.¹

Given the limited reach to-date, and ongoing process for decentralized disaster management, interaction will be required with the Chief Nakamals and Faith-Based Organizations present in any island. Recognizing and supporting the involvement of these traditional and religious groups in the management of evacuated populations will improve decision making, information reliability and dissemination.

1 NDMO to consider the coordination with MoET for mainstreaming DRM in circular as well as in teacher's training manuals

Planning assumptions

Evacuation is a last resort action. The purposes of this guide are to support – primarily – large scale evacuations on and off the islands when the life, security and well-being of the population are at risk. The determination of the risk will need to take place quickly with the support of the VMGD – the primary resource for scientific analysis of volcano alert levels – in collaboration with the NDMO and the NEOC, once activated.

While assuming for this planning, uncertainty of volcanos activity level is considered accordingly. For the purposes of planning, the guide focuses on four major evacuation processes that will be ranked in order of preference and time. They are defined with the below decision tree along with a full explanation table on the following page.

Regular Information Sharing with Communities at Risk at all Phases of Evacuation on a daily to weekly basis (minimum)

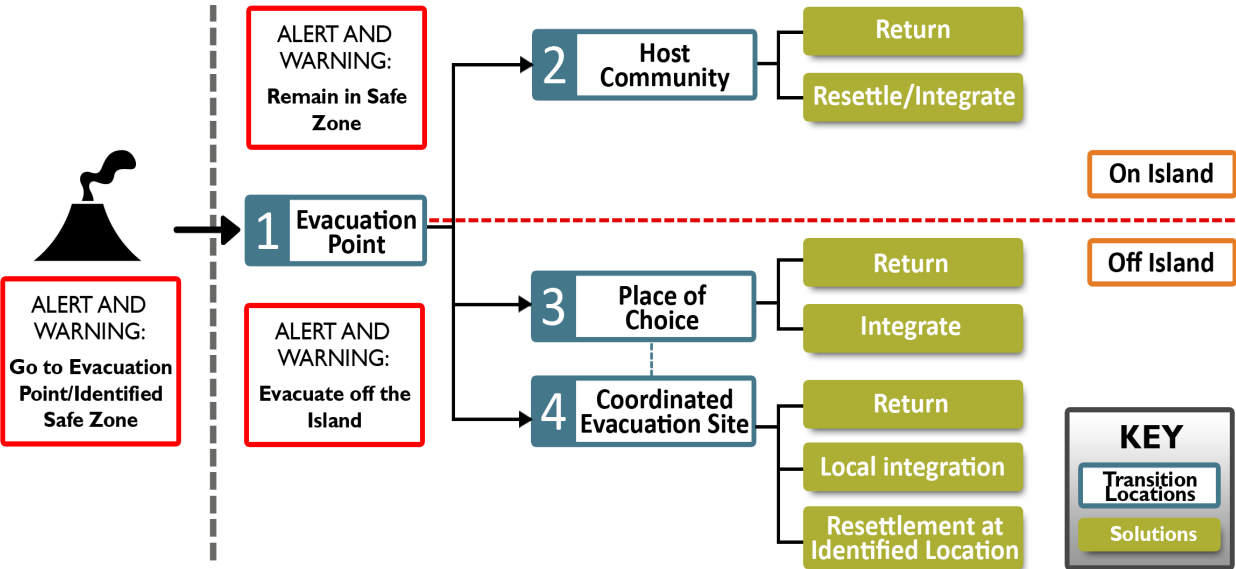


Figure 3: Illustration on evacuation stages and options of return/recovery

Explanation:

No.	Action	Description	Timeline Ex-pected	Scenario
0		Preparing to Evacuate – Ready to evacuate.	1- 12 hours	Alert level increase on Volcano – population preparing for evacuation
1	Evacuation Point	Immediate first step of evacuation to an identified evacuation point (safe area, pick up point) defined locally and based on hazard maps	Day 1 – may last up to 3 weeks	Alert level increase on Volcano – population moves to safe points
2	Host Community	Evacuees move to host families on the island in identified safe areas for longer-term shelter and support (may be first choice as well)	Day 1-21 – may last up to 6 months	Alert level increase stabilizes and evacuation off island not required
3	Place of Choice	Evacuees move to a predetermined location where they have land or family for support – off island movements with own means of transport to places of their own choosing	Day 1-21 – may last as long as needed	Alert level increases to high risk on island and population makes its own movements off island
4	Coordinated Evacuation Site	Evacuees without own means are supported for evacuation off the island to an identified site	Dependent on alert levels	Alert level increases to high risk and Government determines evacuation is required

The MEND Guide focuses on the 4 primary actions above and addresses “Durable Solutions,” in times of mass evacuation. Durable solutions are return, integration and resettlement. In particular, return will be the primary goal for families in cases of MEND, and should be the priority for any post-disaster planning process. Discussions of resettlement or local Integration at an evacuation site should only be held if the government with the technical assistance from VMGD and the NDMO make the determination that return to the place of origin is no longer an option.

Given the capacity and resilience of island populations living on islands, a free choice is a “best solution” for islanders that are forced to evacuate from the island. But these free choices should be discussed before-hand, during the preparedness phase, with families and community leaders to ensure dignified and informed choice about the place of temporary relocation. As described in the decision process, this can be staged, but at no time should families be forced to use Coordinated Evacuation Sites if they have the capacity to obtain better personal situations with relatives or through using their own

means of evacuating and providing for their families. Rather, systems should support this action and follow-up with these families for additional needs once they are at their new location. The place of choice is a key component for integration into island level disaster planning processes.

Additional Planning Assumptions are provided for each island in the Island Evacuation Plans in this document. Additionally, in appendix of annex I are specific roles and responsibilities for actions to be taken during each phase of the Evacuation (1-4) described above.

Review and revision of plans

All plans and processes in the MEND Guide need to be revised at multiple levels on a regular basis. Additional information that is detailed and current is required to finalize the MEND Guides and Island Evacuation Plans.

At the National level – the VMGD is going through a process of reassessing and revising the Hazard Maps for each of the volcanic islands in question: Tanna, Ambae, Ambrym and Gaua. Upon receipt of these maps, the NDMO will need to work with the VMGD to redefine the “safe zones” on each island and link the alerts to specific actions.

These draft actions and alerts, along with safe zone identification, will need to be handed over to the Provincial Disaster Committees and the Provincial Disaster Officer to ensure a discussion, buy-in, and mutual understanding with the island communities.

The evacuation points need to be refined with maps that can be held at Island, Provincial, and National

levels for the purposes of evacuation planning. Island maps in draft, based on current assumptions, are attached in the island-specific MEND Guides.





PRE-RESPONSE

Hazard monitoring



The Early Warning System is under the mandate of the **Vanuatu Geo-Hazard Monitoring Network** operated by the **Vanuatu Meteorology and Geo-Hazards Department (VMGD)**. The Vanuatu Monitoring Network is evolving in relation to different programs and projects, and through different scientific collaborations. The Geo-Hazards Section within VMGD is managing the entire Vanuatu Geophysical Network. The map below in Figure 1 shows the current stations placed over some of Vanuatu's main islands, to monitor geophysical activity in real-time (or near real-time) and the planned stations for the next years.

Currently, the observation station on Gaua contains a seismic recording sensor, however, it does not enclose an active camera nor does it provide real-time data transfer back to the VMGD HQ's in Port Vila.

At the time of reporting, camera and real-time data transfer is only provided from the Islands of Ambae, Ambrym, Lopevi and Tanna; Gaua and Vanua Lava are still missing.

The major goals of VMGDs observation network are:

- Detecting volcano activity unrest through the seismic volcano monitoring systems,
- Analyzing the data, site observation and understanding the threat,
- Ranking and assigning the level of threat,
- Disseminating warning information to emergency managers, decision makers and local communities,
- Providing sound scientific advice to support the appropriate response of communities to the warning issued in order to mitigate the risk on human life and environment.

In addition, the system at VMGD incorporates Thermal Anomaly Alerts (based on MODIS heat sensor; University of Hawaii <http://modis.higp.hawaii.edu/>) and daily sulfur dioxide data from the National Oceanic and Atmosphere NOAA <http://www.esrl.noaa.gov/gmd/obop/mlo/programs/esrl/so2/so2.html> and from NASA http://so2.gsfc.nasa.gov/pix/daily/O616/vanuatu_O616z.html.

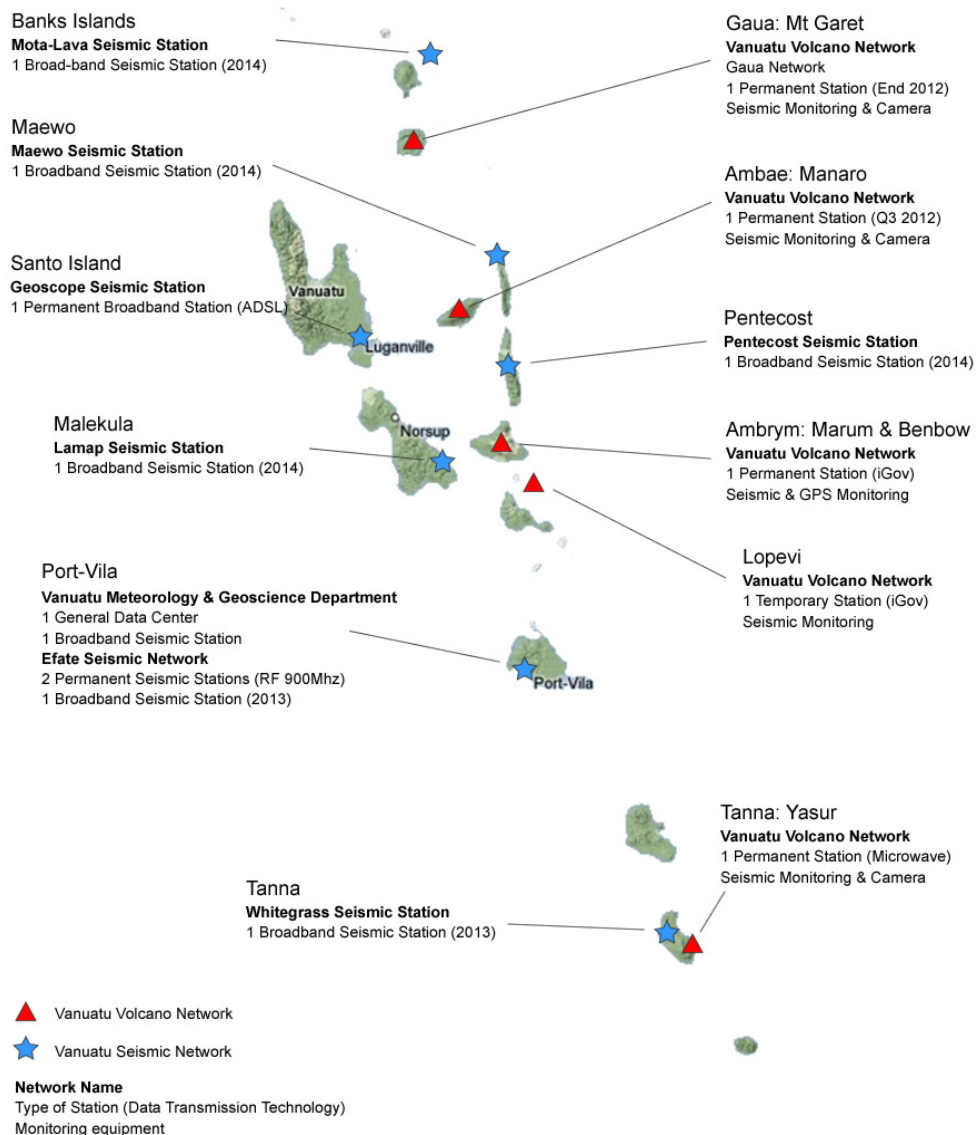


Figure 4: Vanuatu Geo-Hazard Monitoring Network; VMGD

Vanuatu Volcano Alert Levels

. The Vanuatu Volcano Alert Levels (VVAL) were established in 2011 (Vanuatu Department of Geology, GNS Science Wairakei, New Zealand, IRD New Caledonia). The system covers the following:

- Standard volcano warning messages for the public and other responding agencies,
- Increasing numbers in level–heightened activity/threat–expanding risk zones,
- Alert levels and hazard maps,
- Alert levels are ranked according to analyzed data (seismic, geochemical, GPS, acoustic etc.), geological indications.

In general, the number of levels and volcano status descriptions may differ from one country to another according to the different volcano types. But there is an international standardization process underway to mainstream global alert levels into one coherent system.

At the time of reporting, VMGD is adapting the Vanuatu Volcanic Alert Level (VVAL) to a zero-to-five category system as outlined below. A major challenge remaining for a well-functioning Early Warning System (EWS) in Vanuatu is the translation of the science-based VVAL into clearly defined Response SOP for action on the ground. This aspect also represents the interface where the mandate of VMGD meets the mandate of the National Disaster Management Office (NDMO). A first document describing the Principal Risk Management Activities associated with the VVAL was developed for the former system (categories zero to four) and is currently being updated to the new system (0 – 5). It will be essential to start a consultative process between the two agencies involved in order to transform the alert levels. See below for an example of the areas that still need to be adapted per island.

Alert Level	Title	Description	Associate On-Island Action
0	Normal	<ul style="list-style-type: none"> • No signs of change in activity • Limited Danger 	
1	Signs of Volcanic Unrest	<ul style="list-style-type: none"> • Notable signs of unrest • Possible danger • Near eruptive events 	
2	Major Unrest	<ul style="list-style-type: none"> • Notable/large unrest • Considerable possibility of eruption • Chance of flank eruption 	
3	Minor Eruption	<ul style="list-style-type: none"> • Danger on the crater rim • Possibility of moderate eruption • Chance of flank eruption 	
4	Moderate Eruption	<ul style="list-style-type: none"> • Danger on the caldera and volcanic cone • Possibility of very large eruption • Chance of flank eruption 	
5	Very Large Eruption	<ul style="list-style-type: none"> • Danger beyond the caldera on entire and surrounding islands • Chance of flank eruption 	

Working under current conditions

Given the current status of EWS, evacuations will – for the time being – be based on rapid information flow from VMGD to NDMO and through the decision makers at the national and provincial levels. In the case of an alert level change assessed by VMGD, the NDMO must be informed and given guidance on severity to make a determination on activation of the NEOC, and what the following steps should be.

VMGD has the strongest capacity to reach out to actors quickly, including on the islands, but will need to work with NDMO to adapt and quickly send out messages containing information on relevant action that should be taken. Simultaneously, every possible channel of communication needs to be activated quickly with standardized messages in the event of evacuation to ensure that the population is informed through multiple means, with sources (NDMO/VMGD) clearly stated – traditional media, SMS, radio, HF radio etc.

Although VMGD has the primary responsibility for Hazard Monitoring and dissemination of Hazard alerts, various agencies and support can be given to ensure that alert messages are received at the island levels. In particular, the NDMO works with Radio Vanuatu (FM 107.00), which has a limited but tangible reach. Further, key civil society organizations have networks that will be essential to ensuring two ways communication to the island level, particularly: Red Cross, CSO, NGOs, Faith-Based Organizations, and other traditional networks. Additional key Government officials should be informed to activate official channels including the Provincial Disaster Committee members, Police and the Vanuatu Mobile Forces, and the official NEOC Clusters. All members and organizations will require a clear message and a mandate to ensure the messages are received as quickly as possible by their contacts on island level.

Information exchange

It is imperative that the VMGD and NDMO and clusters work closely together in volcanic eruption scenarios. The VMGD will have a seat in the NEOC and attend all meetings, to ensure that the NDMO process for decision-making has the latest information, and to provide updates for the DG of Climate Change who will represent the disaster management operators at the National Disaster Committee to take major strategic decisions. Information management, information exchange and communication are important in the case of a volcano eruption, both in identifying the severity of the hazard and ensuring the timely activation of the early warning planning and system. The information exchange and planning must be an integral approach of the NDMO risk and disaster management plans and decision making process.

Effective information communication and information management are critical before a volcano eruption event, during a volcano eruption, the ongoing emergency and at the aftermath of the emergency. The steps of information exchange are an overall process of managing and reducing the risks of a disaster, thus requiring a proactive role. Information should be disseminated on a national/NDMO level, to and from the PDCs/PEOC and CDCCCs, as part of the decision making process. It is necessary for rapid and effective assistance for those affected by a volcano eruption and the timing of evacuations. Information exchange is the main element in the pre and after damage and needs assessment process and is the basis for coordination and decision making. It has a powerful impact on how VMGD and NDMO need to react and mobilize resources also on Provincial and CDCCC level. Information exchange is also essential for after-action analysis, evaluation, and the lessons learned process. SMS messages may be delayed, not reaching everybody or being ignored by the recipients. One possible approach to improve this can be, in close cooperation with the telecommunication providers and telecommunication authorities to improve the quality and usage of “cell broadcast messages”.

Cell broadcast have several advantages in disaster mass communication. Messages can be targeted to location(s), for instance one specific island. Technically, cell broadcast differs from SMS, among the differences are significantly decreased network load and therefore reduced message queues and delays. Reduction of network load will increase the mobile networks overall capacity for both disaster management and the public.

Add: Role of the clusters (informing on available stocks, logistic capacities at any given time, other assessments, cross cutting issues etc)



DECISION TO EVACUATE

Authority and criteria to activate the plan

A Mandatory-evacuation needs to be declared, based on the Vanuatu National Disaster Act (NDA). This would occur in the likelihood of a volcano eruptions so severe that lives of the Island communities are at stake. The decision of a mandatory evacuation will be based on the volcano alert levels that have been raised (levels are 0-5 and \geq alert level 3 has been reached) and analyzed by the VMGD. Based on the VMGD advice of the evolving emergency, the NDMO Director – through the controller – and in close coordination with PDCCC/PEOC takes the decision to evacuate. The decision to support evacuation ultimately comes from the Council of Ministers. NDMO communicates this evacuation decision to the PDC which directs this information to the CDCCCs. The Village Chiefs/Area Counsel Secretary/CDCCCs support the communities to evacuate to the designated/pre-planned evacuation points.

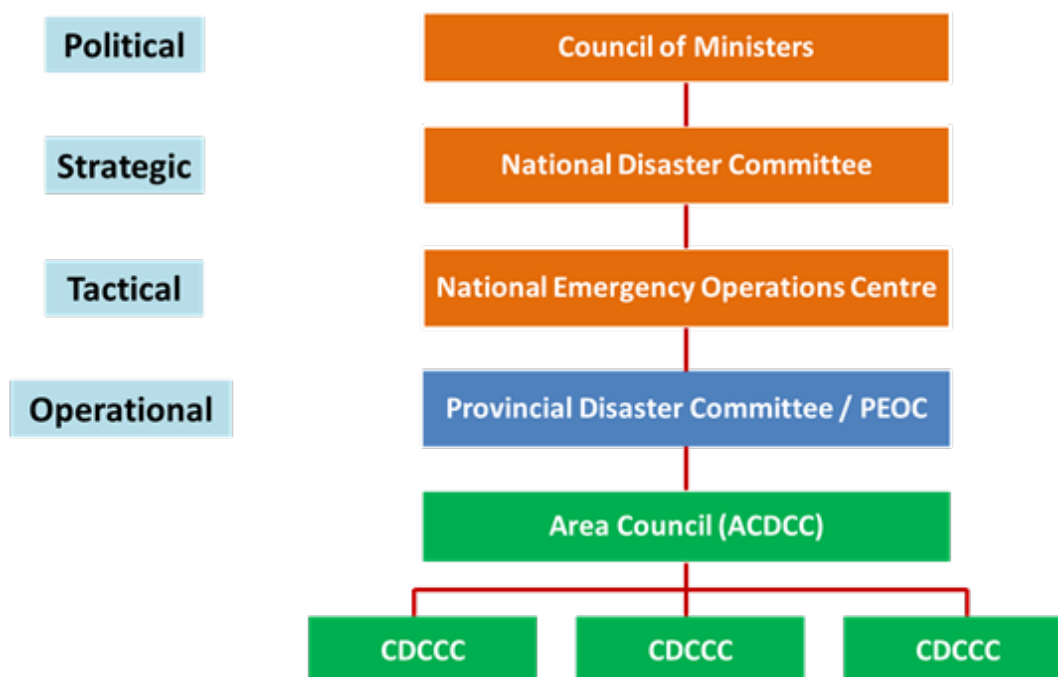


Figure 5: Decision Making for Coordinated Response -- Levels

Mandatory-evacuation places a great burden on the resources of the communities, Chiefs, Area Council Secretary, CDCCCs, PDCs and NDMO. There is undeniable duty of responsibility placed on authorities to ensure that people who are evacuated are properly cared for. Liaison of the NDMO and JPOC will therefore be required to assist the evacuation.

The evacuation stages and critical actions are shown in the flow chart below:

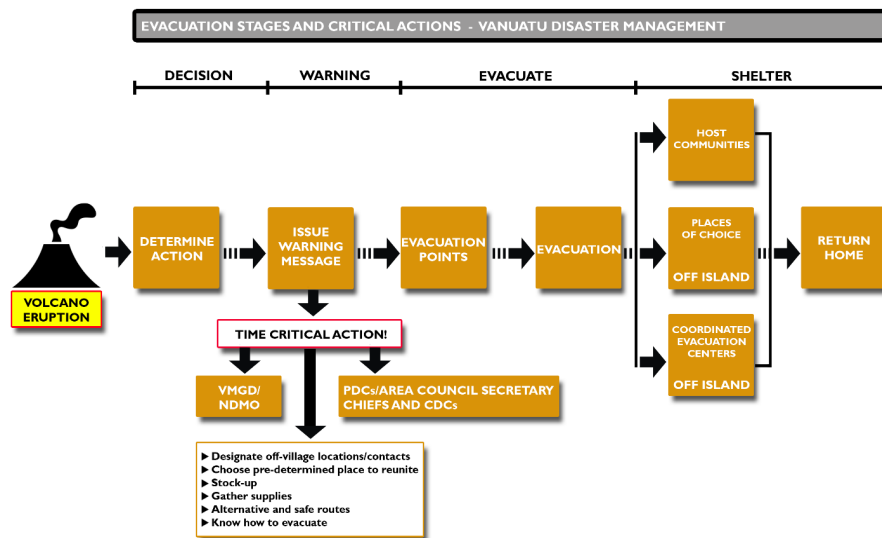


Figure 6: Evacuation Stages and Critical Actions

Voluntary evacuation

Spontaneous evacuation will occur by the communities based on the “signs” of the volcano if and when they interpret that the situation is dangerous. Voluntary evacuees are community members that leave (temporarily) their current community because of actual or perceived risk of the volcano eruption threat without being directed to do so. Village Chiefs/Area Council Secretary/CDCCCs (and/or after the VMGD/NDMO advise) may advise their population that are actually threatened by a volcano eruption threat, and support local evacuation processes. This will improve the speed and efficiency, and reduce risks involved with forced evacuations. The task of Village Chiefs/Area Counsel Secretary/CDCCCs and PDCs is easier as there may be significantly fewer people to pre-warn and assist as people begin voluntary evacuation.

Timing an evacuation

Staged Evacuation

Staged evacuation must be part of the overall evacuation strategy. The ability to stage an Island evacuation can greatly increase the likelihood of a safe and successful outcome. The ability to move a vulnerable component of the community in the early stages of an evolving catastrophic incident will ensure that the exposure of the community to the incident is decreased. Below is an example of a plan for staged evacuation. Based on current information at the emergency the planning/timeline needs to be updated.

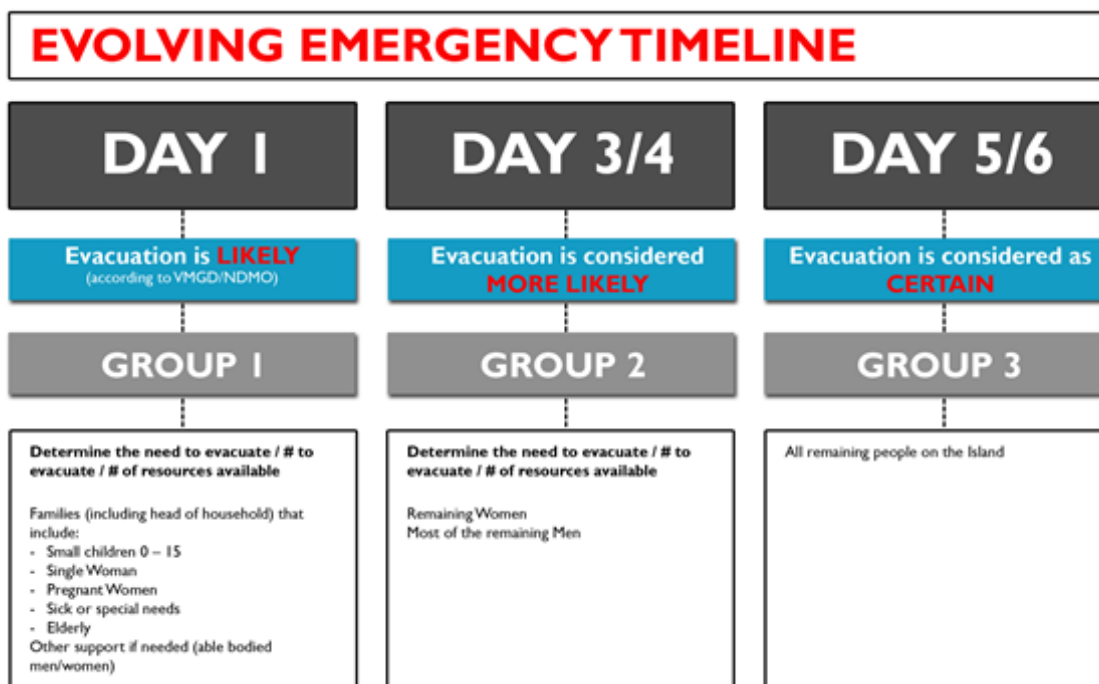


Figure 7: Evolving Emergency Timeline

Considerations of Staged evacuation

1. The communications and information flow between the Island / Province and the VMGD/NDMO to assist in the strategy implementation – communities will need to have the plan made clear to avoid confusion around who goes first, and for what reasons.
2. The number of people to evacuate at the various stages relative to the number of evacuation assets available needs to be calculated and considered; further, the safety of the evacuation assets (e.g. banana boats) may limit the ability to send the most vulnerable without support.
3. Timing of resources requested and route to the evacuation zone:
 - a. Local and national resources
 - b. Outside commercial vessels
 - c. Partnership (particularly for regional military assets)
 - d. Pacific to Pacific for Patrol Boats from partners
4. Requirements for the evacuation at the Primary Point and possible Secondary Points
5. Some of the evacuation assets will need to return to the Island to continue the evacuation stages and may require police or other official presence to ensure return.
6. NDMO to consider the civil military coordination as a strategic strength and may assign a trained civil military coordinator for the coordination – with the FRANZ, Pacific, MSG, Chinese & US Militaries in the region – mass evacuation planning to deployment of resources during the emergency, as and when requested by the province/s.

Prepare the population to evacuate

The population has to be involved in the planning for evacuations, mainly in the field of preparedness and early warning, by the consultation process of the VMGD and NDMO. They have to share and use the information from the communities to define the final evacuation routes, to find places for warning and advice signs. So far, this has only been done with a selection of communities. In addition, communities get involved via Community Disaster Committees.

The involvement of all relevant communities in the evacuation planning and training is critical. The NDA (2000; art 6(2)) regulates that NDMO should develop national disaster education and preparedness programs. So far, because of limited resources, that has happened on a limited scale. No further programming has yet taken place by NDMO. NGOs are supporting this activity, though often with limited focus, covering only a few communities through their short term project.

It is possible that information in the first hours of an active volcano eruption will be not available or very reliable. At this stage of the disaster, the main challenge for the NDMO is to ensure that information is clear and that it reflects the most urgent needs of the affected communities through the PDC, CDCCCs and Chiefs level and when a decision needs to be made to execute an evacuation. Preparing the communities is also to produce and update of reliable information regularly.

To organize good Information management and effectively prepare communities, the following steps are important to consider:

- Information management executed by the NDMO in the NEOC and at PDC/PEOC level is successful to the extent that measures are planned for collection, production, and dissemination;
- The main challenge is to ensure that the NDMO information is clear and that it reflects the most urgent needs of the affected population when an evacuation needs to be prepared;

- To be effective at the coordination process on NDMO and Provincial and CDCCCs level it is important to have contact with the most reliable information sources before any Disaster occurs and then makes it possible to prepare the population. Exchanging information with these different sources as the communities, Chiefs, CDCCCs, area secretaries and PEOC is vital;
- To improve and understand the impact of a Disaster on the communities the NDMO needs to have access to up-to-date risk maps and a good overview of the vulnerability of the communities, community statistics, socio-economic indicators, historical data, and information on previous Disasters;
- Be aware that the national and the international media are also focused on the outcome of relief efforts at the Disaster during a volcano eruption and the way the community preparedness and evacuation has been organized. It is important to have dedicated media communications planning and a focal point.

In this case, the role of the Vanuatu Red Cross and NGOs will be key. The actors with the most disaster response links to the communities should be reached immediately and receive explanation on the planning and process around evacuation. Vanuatu Red Cross will have volunteers and staff in the field who can be linked with government actors to increase efficiency and capacity on the ground. Similarly, faith based organizations with strong links to the particular item should be reached immediately. All non-government actors should be given the same, clear messages for their immediate dissemination for the evacuation preparations to begin on island.





EVACUATION

National Level-Logistics/Support to be used in evacuations

A comprehensive overview of the national logistics structure and capability was recently undertaken by the Logistics Cluster in support of the NDMO. The document, *Vanuatu Logistics Capacity: An Assessment to Island Level (2016)* provides a comprehensive overview of the logistic capability and status of assets for the whole of Vanuatu. That document, which goes well beyond the scope of this guide, should be used as a comprehensive planning tool in emergencies. It is annexed to this document but is also heavily sourced for content.

General Logistics

There are three locations in Vanuatu that can accommodate international flights and are the main hubs for inter-island shipping.

1. Port Vila, Efate (Shefa Province)
 2. Luganville, Espiritu Santo (Sanma Province)
 3. White Sands, Lenekal and Tanna (Tafea Province)
- Generally, inter-island freight will pass through at least one of these three hubs on its way to the outer islands. Charter ships and flights can be arranged, however, costs are excessively higher than freight.
 - International cargo and passengers enter Vanuatu predominantly through Efate and Santo by air and sea; however, some cruise vessels do stop in Aneityum, Tafea.

Logistics Hubs

- Tanna (Tafea Province) has limitations in terms of storage, wharf infrastructure and road transport, and has local cultural considerations. It is not suitable for a large-scale logistics hub during a catastrophic disaster, but can be used as a distribution point for the Tafea Province.
- Port Vila (Efate Island) and Luganville (Santo Island) are suitable logistics hubs. These hubs can be split to service the whole of Vanuatu.

Location	Provinces Supported	Percentage of Population
Port Vila (Efate Island)	<ul style="list-style-type: none">• Shefa• Tafea	49.6%
Luganville (Santo Island)	<ul style="list-style-type: none">• Sanma• Malampa• Penama• Torba	50.4%

Air Operations

In an emergency involving the engagement of air operations, the Civil Aviation Corporation (CAC) of Vanuatu is the principal body coordinating air movements in Ni-Vanuatu airspace. The prioritization of air movements in and out of Port Vila and other air strips located through the Ni-Vanuatu island chain is coordinated under the guidance and instruction of the NDMO who will prioritize the movement of air assets based on need.

Shipping Assets

Under the *United Nations Convention on the Law of the Sea (Article 98)* and under the *Laws of the Republic of Vanuatu, Maritime (Chapter 131)* at the request of authorities in Vanuatu internationally or Vanuatu-flagged ships are required to provide assistance in the event of the request for evacuation support by the Government. Penalties may be incurred should the request from the Government be ignored.

According to the Port Authority of Vanuatu, there are approximately 50 Ni-Vanuatu-flagged ships that operate in Vanuatu that range in size between 20-500 Measurement Tonne (M/T) and that can legally ferry passenger numbers ranging from 20-80 people (depending on the amount of cargo being carried at any particular time). However, in emergencies, the Government can grant special dispensation to vessel owners allowing them to carry more passengers in exceptional circumstances. At present, local Maritime Law does not require vessels to carry transponders thus making it difficult for the Port Authority to clearly pinpoint their locations. However, all vessels over 500 M/T are required to carry a transponder (as part of the Maritime Surveillance System) which will facilitate the ability of the Port Authority to direct vessels of this size to provide assistance in the event of an emergency.

At any one particular point in time, there is at least one passenger liner (operated by either P&O Cruises or Royal Caribbean Lines) that operate in Ni-Vanuatu waters. Under the aforementioned legal structure, these cruise operators are required to be diverted to potential support the off-island evacuation of an affected island population if requested by authorities. Similarly, there is also at least one international merchant or commercial vessel, operating in Ni-Vanuatu waters that can be called upon to provide assistance in an emergency. Any request for support for an evacuation event would be undertaken under instruction by the NDMO by the Port Authority.

International Logistics Options for Evacuation

The Use of Foreign Military Assets⁸

FRANZ Assets

At the request of the Government and under the declaration of a *State of Emergency*, international military assistance may be drawn in to support evacuation efforts. The principal military assets most readily available will be accessed via the FRANZ Alliance (France, Australia and New Zealand).

Australian Defense Force	Deployment Timeframe: Sailing time from the east coast plus pre-positioning will take about seven days.
New Zealand Defense Force	Deployment Timeframe: Sailing time from the east coast plus pre-positioning will take about seven days
French Armed Force	Deployment Timeframe: Approximately 12 hours.

For the Government to request the deployment of FRANZ assets, a letter of request needs to be sent from the National Disaster Committee, through the Ministry of Foreign Affairs (MFA) to the respective High Commissions of Australia, New Zealand and France. This request needs to clearly indicate what assets are urgently required in as much detail as possible; this will assist FRANZ countries to identify and task military assets in a timely fashion.

The Use of Other Pacific Military Assets

Similarly to accessing FRANZ assets, the MFA will need to communicate their specific requirements to the respective MFA of Pacific Island countries. (**Note:** The ADF Maritime Surveillance advisors may be able to assist facilitation of the Pacific Class Patrol boats at the working level once concurrence of the foreign government is give.)

⁸ Currently not in the NDMO's SOPs

Safety and security during Evacuations

Identified within the Government Disaster Act 2010, the Police and the Vanuatu Mobile Force (VMF) are responsible for maintaining security. There is a permanent Police presence on all islands, and in times of declared disaster this will be supported by the VMF. As described below, during disasters, the NEOC will have a liaison link with the JPOC of the police force. This will enable coordination of the police and other security forces – namely the VMF – for support in operations.

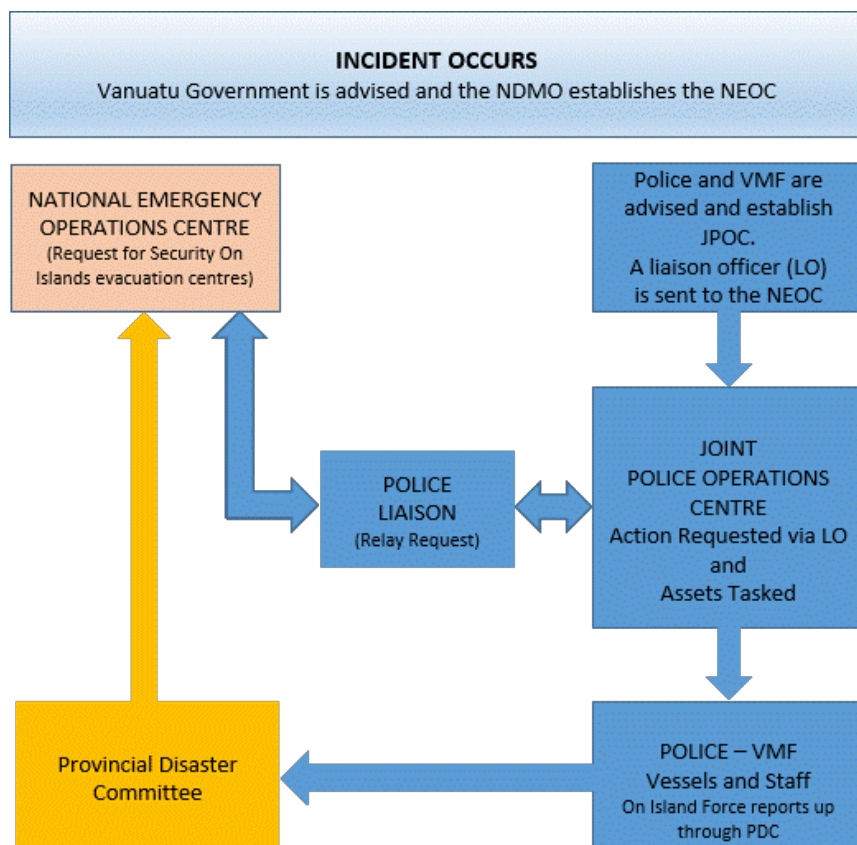


Figure 8: Safety and Security Coordination

Coordination of Ni-Vanuatu Security Forces

The Vanuatu Police Force provides oversight of the coordination of all security activity during the course of an emergency. This is coordinated through the Joint Police Operations Centre and includes the emergency services (Police, Fire and Ambulance Services), the Ni-Vanuatu Mobile Force and the Maritime Police. While the police will continue to perform their regular duties during an emergency, the VMF will provide protective services for those evacuees moving along evacuation routes and at Evacuation Centers.

Where possible, the Maritime Police will provide support along sea lanes or water-born evacuation routes with the assistance of the Police who may also provide personnel to escort evacuation boats to ensure they are returned to the island to continue in the evacuation process.

It is highly recommended that a Security Officer be used when private vessels are transporting people off the Island to ensure the vessel returns. Similarly, it is imperative that a security presence remain on the Island until all communities have been evacuated and to create an additional presence at the evacuation points or sites, depending on the location of evacuation.

Service Provision and Assistance to Evacuees

As described above, the Government-led cluster coordination system has been adopted by the Government of Vanuatu and is now well established and supported by line ministries and international cluster lead agencies. Clusters are groups of organizations including national and local authorities, UN, international and national NGOs and the Red Cross, working in the main sectors of humanitarian action, such as shelter, health and education chaired and managed by the primary sector line ministry which reports to the NDMO through the NEOC.

Clusters have clear responsibilities for sectoral coordination. Clusters provide a point of contact and are accountable for the execution of adequate and appropriate humanitarian assistance. Clusters create partnerships between national and local authorities, international humanitarian actors and civil society to ensure service delivery occurs in accordance with national plans and strategies. The NDMO has the responsibility for the coordination of all line government agencies and clusters as well as the lead cluster for logistics.

A Lead Agency is an agency that has primary responsibility for either carrying out or coordinating the implementation of a particular mandated function. A Co-lead Agency is an agency that supports the Lead Agency in its role and responsibility. The Support Agency may be the one that carries out the task for the Lead Agency; however, the Lead Agency is still accountable for decisions implemented.

The following sections describe the key actions that will be required of each cluster in the event of an evacuation. The clusters presented below will be seated in the NEOC at the national level, and will have representation through the line Ministries at Provincial levels. Clusters, along with police and security forces, will represent the primary implementing agents on the ground.

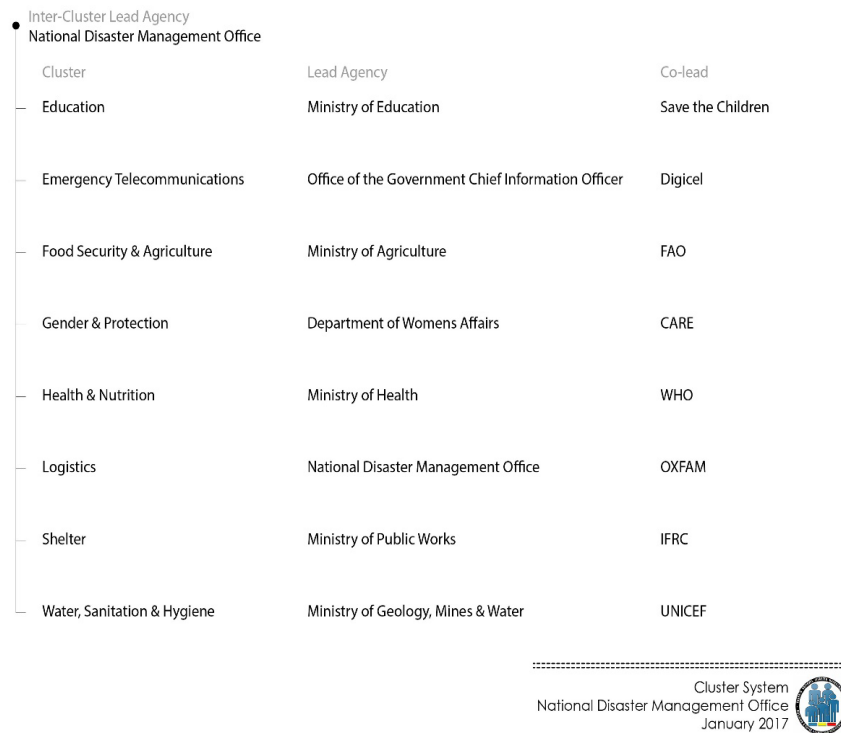


Figure 9: National Sector Coordination Groups Clusters (as of 20 May 2016) – Preparedness Phase

National Sector Working Groups

Working Groups	Information Management (inactive)	Evacuation Centres (CCCM, inactive)	Community Based DRR (active)
Lead & Co-Lead	VSO, OGCIO & NDMO	NDMO & IOM	NDMO





Roles and Responsibilities

Clusters

Shelter

The Shelter cluster will report to the NEOC and determine the adequate shelter needs for the evacuated population based on estimated needs, and work with Government and partners to ensure procurement and distribution of the required items. Based on the NEOC determination and information surrounding the types of evacuation (on island, temporary, long term) the cluster will apply international best practices to support evacuation shelter and non-food item materials. The cluster will also support with land negotiations if needed, and arrange national engineers capable of ensuring site planning the event of a need to establish a formal camp or evacuation site.

The Shelter Cluster is led by the Public Works Department who will set the standards and guidelines for support to the evacuated population.

For additional shelter cluster tools and guidance refer to: <https://www.sheltercluster.org/>. For Sphere standards refer to: <http://www.sphereproject.org/>

Water and Sanitation

The Water and Sanitation cluster will report to the NEOC and determine the adequate water and sanitation needs for the evacuated population based on estimated needs, and work with Government and partners to ensure procurement and distribution of the required items and service provision. Based on the NEOC determination and information surrounding the types of evacuation (on island, temporary, long term) the cluster will apply international best practices to support water and sanitation systems and non-food items (e.g. hygiene kits, water supply, etc.). In the case that evacuation will lead to long-term displacement, this cluster will be responsible for supporting culturally sensitive means to manage dead bodies at the evacuation sites.

The Water and Sanitation cluster is led by the Department of Water who will set the standards and guidelines for support to the evacuated population.

For additional Water Sanitation and Hygiene tools and guidance refer to: <http://washcluster.net/>. For Sphere standards refer to: <http://www.sphereproject.org/>

Health and Nutrition

The Health and Nutrition cluster will report to the NEOC and determine the adequate health and nutrition needs for the evacuated population based on estimated needs, and work with Government and partners to ensure service provision. Based on the NEOC

and information surrounding the types of evacuation (on island, temporary, long term) the cluster will apply international best practices to support health provision, ensuring services are available at the different evacuation stages. This may include Government health services, international health partners, mobile health teams or other options depending on size and scale of evacuation. Specific focus should be made for children and pregnant mothers to ensure that evacuation does not lead to malnutrition and that immediate support is provided to the most vulnerable.

The Health and Nutrition cluster is led by the Ministry of Health who will set the standards and guidelines for support to the evacuated population.

For additional Health tools and guidance, refer to: http://www.who.int/hac/global_health_cluster/en/. For Nutrition tools and guidance, refer to: <http://nutritioncluster.net/>. For Sphere standards refer to: <http://www.sphereproject.org/>

Education

The Education cluster will report to the NEOC and determine the adequate education options and actions for the evacuated population based on estimated needs, and work with Government and partners to ensure service provision. Based on the NEOC determination and information surrounding the types of evacuation (on island, temporary, long term) the cluster will apply international best practices to support education services – formal and informal – and make them available at the different evacuation stages. Specific focus should be made in ensuring educational opportunities are not lost on children evacuating, including organized time for storytelling and psycho social support for children.

The Education cluster is led by the Ministry of Education who will set the standards and guidelines for support to the evacuated population.

For additional Education tools and guidance, refer to: <http://educationcluster.net/>. For Sphere standards refer to: <http://www.sphereproject.org/>

Food Security and Agriculture

The Food Security and Agriculture cluster will report to the NEOC and determine the adequate food and livelihoods options and actions for the evacuated population based on estimated needs, and work with Government and partners to ensure food distribution – if needed – and adequate livelihoods support. Based on the NEOC determination and information surrounding the types of evacuation (on island, temporary, long term) the cluster will apply international best practices to support food distribution and livelihoods at different evacuation stages. Specific focus should be made on livestock protection if possible, to ensure that families do not lose key assets during evacuation.

The Food Security and Agriculture cluster is led by the Ministry of Agriculture who will set the standards and guidelines for support to the evacuated population.

For additional food security tools and guidance, refer to: <http://www.foodsecuritycluster.net/>. For Sphere standards refer to: <http://www.sphereproject.org/>

Gender and Protection

During evacuation, the Gender and Protection cluster will report to the NEOC and holds a key role in ensuring the protection of the most vulnerable is taken into account. The cluster determines the adequate gender and protection needs and actions to support the evacuated population based on estimated population, and works with Government and partners to ensure the prevention of exploitation and abuse of the most vulnerable during the disaster. Based on the NEOC determination and information surrounding the types of evacuation (on island, temporary, long term) the cluster will apply international best practices to provide guidance to the other clusters and to national and international actors to ensure that protection is mainstreamed into activities.

Specific focus should be made on ensuring that women, girls, boys and men receive services and support that fit their specific needs, and that humanitarian needs are met for the entire population, regardless of their political, religious or ethnic affiliations. The cluster should establish a mobile team to deploy to evacuation sites to support monitoring of protection needs and establish a referral system for case management if the evacuation time-period will be longer than a few days to a few weeks.

The Gender and Protection cluster is led by the Department of Women who will set the standards and guidelines for support to the evacuated population. The Gender and Protection cluster should further seek to engage the Joint Police Operations Centre (JPOC) for disaster management support and support to identified high-risk groups.

For additional protection tools and guidance, refer to: <http://www.global-protectioncluster.org/>. For Sphere standards refer to: <http://www.sphere-project.org/>. Also see www.cmtoolkit.org for evacuation-specific guidance on protection.

Logistics

Having coordinated and organized logistics is key to the success of an Island evacuation in Vanuatu. The NDMO Operations Manager is in the NEOC responsible for this logistical process. The Logistic Cluster is comprised of a group of humanitarian actors committed to addressing the logistics needs, in close cooperation with the NDMO, in humanitarian situations. By ensuring strategic coordination, information management and the facilitation of common logistics services by road, air, and sea, the Logistics Cluster provides these services for the humanitarian community as a whole, and will be a necessary element for evacuations.

Regular updates of the logistics capacity for Vanuatu are kept on file by the logistics cluster. These can be accessed directly through the NDMO at this time. For additional information, guidance and good practice at Logistics refer to: <http://www.logcluster.org>



Working Groups

Evacuation Centers/CCCM

In the case that evacuation is initiated, the evacuation center working group members report to the NEOC and will be responsible for setting up systems to coordinate and provide overall guidance to clusters and NEOC members on management of evacuated populations. This will include information coordination tools, tracking mechanisms, guidance tools, and identification of partners to act as evacuation center management agencies. If evacuation is beyond the means of the working group, the group may activate the global CCCM cluster to receive additional support.

The Evacuation/CCCM Working Group (CCCM WG) is led by NDMO who will set the standards and guidelines for coordination of support to the evacuated population.

For additional resources and information on CCCM and Evacuation Centers find the following links:

- Global CCCM Cluster tools and resources: <http://www.globalccm-cluster.org/>
- Information Management Tools: <http://globaldtm.info/>
- Camp Management Toolkit: <http://www.cmtoolkit.org/>

Community-Based Disaster Risk Reduction

The Community-Based Disaster Risk Reduction Working Group (CBDRR WG) plays primarily a preparedness function but its partners are the primary operators on the ground. In the case of an emergency, the CBDRR WG should be involved to ensure that NGO and Red Cross actors on the ground are involved and linking responders with CDCCCs and other key disaster actors at local levels.

The CBDRR Working Group is led by NDMO who will set the standards and guidelines for coordination of support to the evacuated population.

Information Management

The Information Management Working Group (IM WG) will report to the NEOC on overall information management and situation analysis. The IM WG will be responsible for approving and setting guidance on IM tools used during evacuation, and ensuring adequate capacity for information and knowledge management as the situation evolves.

The IM WG is led by NDMO who will set the standards and guidelines for information management in collaboration with partners who will report to the WG with their information management officers/staff.

Communications

The Communications Working Group will report to the NEOC and act as a key tool for ensuring adequate information is spread to affected populations in the risk zone to inform of Government decisions and actions. The communications WG will further liaise with local and international media and compile information received from these sources to inform the NEOC of statements, evidence, and additional information to support decision making. The communications WG will further supply to the NEOC on a daily basis the key talking points for NEOC actors to ensure that operations staff are aware of statements that can be made in case they are asked for additional information from members of the media.

The Mass Evacuation Preparedness Mission was jointly conducted between the International Organization for Migration (IOM) and the United Nations Disaster Assessment and Coordination Team, hosted by the United Nations Office for the Coordination of Humanitarian Affairs, in May / June 2016. The Mission had been requested by the National Disaster Management Office of the Republic of Vanuatu.

The background of the page is a repeating geometric pattern. It consists of interlocking triangles that create a 3D effect of stacked cubes or a woven texture. The colors used are various shades of blue (light, medium, and dark) and a muted orange or terracotta. The pattern is dense and covers the entire page.

ANNEX

Annex 1:

Roles and Responsibilities

IOM/OCHA Mass Evacuation in Natural Disaster [MEND]

Mission in Vanuatu

Monday, 30th May – Wednesday, 15th June 2016

Mission Plan

On 25 June 2015, the Government of Vanuatu requested a Mass Evacuation in Natural Disasters (MEND) Preparedness Mission to be undertaken by the International Organization for Migration (IOM) jointly with the United Nations Disaster Assessment and Coordination (UNDAC) team as part of a wider project on evacuation preparedness. The mission will identify gaps in the existing mass evacuation planning and provide recommendations to Government in filling these gaps, including drafting national and sub-national contingency plans for targeted areas. The request comes on the back of the strong relationship between the National Disaster Management Office (NDMO) of Vanuatu and will be carried out in collaboration with national and regional counterparts including the Vanuatu Meteo and Geohazard Department (VMGD) of the Ministry of Climate Change Adaptation (MCCA) and the Vanuatu Humanitarian Team (VHT).

Locations:

Main Venue: National Disaster Management Office NDMO, within the Ministry of Climate Change/Meteo Building
National Emergency Operation Center NEOC room
PMB 9054, Lini Highway, Number 2
Port Vila, Vanuatu
Tel: +678 22675
Wi-Fi and printing facilities provided.

Supporting Office: International Organization for Migration IOM
Winston Churchill Avenue, opposite Vila Central
School
Port Vila, VANUATU
Tel: +678 29784

Mission Objective

The mission will assist the Government of Vanuatu in identifying and analysing key gaps in current mass evacuation planning and provide recommendations for a clear strategy to address them. A draft National Evacuation Plan will be developed incorporating sub-plans for three high-priority areas as indicated by the Government. Given Vanuatu's high vulnerability to disasters, the mission will provide concrete guidance on ways to improve preparedness and decrease vulnerability for the local population, with specific focus on gender-specific concerns.

The mission will focus on the three regions (specifically the islands of Gaua, Tanna, Ambryn and Ambae) that have been identified as highly vulnerable to disasters. In identifying gaps and weaknesses in the existing evacuation planning, the mission will also train the Government and other stakeholders on the MEND Guidelines with a particular focus on gender-specific risks and vulnerabilities that may arise in displacement and evacuation settings. On conclusion, the team will coordinate with the NDMO to prepare a draft National Mass Evacuation Plan, three sub-plans for each of the high-risk regions and guidance on how to realize a final, complete and effective Evacuation Plan.

Mission Results

The MEND mission will provide the Government with the following outcomes:

1. Produce a draft National Mass Evacuation Plan outline (MEND Vanuatu Guide):
2. Templates for Mass Evacuation Planning for targeted locations (Ambryn, Ambae, Gaua and Tanna)
3. Gap analysis for Mass Evacuation and roadmap for addressing them, including stakeholder mapping and project development

Roles and Responsibilities (in Country Team)

	Sur-name	Name	Organisation	Team Member Specialties	Function	Focus	Division of Responsibility during Mission (3 Focus Areas)	Field Mission
1	Lind	Andrew	IOM Bangkok	CCCM / Regional Emergency Specialist	Team Leader (IOM)		Government and VHT Partners meetings, coordination and information gathering	
2	Negus	Ben	OCHA GVA	Emergency Operations Expert (Coordination, Assessment and Leadership)	Deputy Team Leader (UNDAC)		Team Daily Management and Product Quality Control (in collaboration with NDMO)	
3	Beck	Albrecht	IOM GVA	Mass Evacuation Expert	Primary MEND Author and Focal Point for Product	A	Government and VHT Partners meetings, coordination and information gathering	X
4	Seen	Sjaak	UNDAC / NL	Disaster Risk Management Expert	Secondary MEND Author and MEND OPS Guide FP	C	Information Management and Reporting – Draft MEND	
5	Kidd	Warwick	UNDAC / Australia	Emergency Operations Centre and Civil Protection/ USAR expert	Product Utility – Relevance and usability for Civil Protection / rescue actors	B	Information gathering on national civil protection, emergency services, and evacuation actors (technical level) + NGOs/Private Sector	X
6	Halberg	Per-Bastian	UNDAC / Denmark	Communication Specialist	Communicating with Communities – Design and Analysis of Field Discussion Guide for team/ EWS	B	Information gathering on national civil protection, emergency services, and evacuation actors (technical level) + NGOs/Private Sector	X
7		Jörg	UNDAC / UNU	Risk and Hazard Mapping and Early Warning Systems	Information Management and Analysis / Assessment	C	Information Management and Reporting – Draft MEND	
8	Mazaro	Helena	UNDAC / OCHA	Analysis, IM and Reporting	Information Management and Analysis / Assessment	C	Information Management and Reporting – Draft MEND	X

9		<i>Knut</i>	<i>UNDAC/IHP</i>	<i>ITC Support Services</i>	<i>ITC and Comms</i>		<i>Team Functionality / Support and info gathering on comms</i>	
10	Preato	Alberto	IOM Vanuatu	IOM Vanuatu, Shelter and CCCM	Liaison and Contextualization	A	Government and VHT Partners (political level)	
11	Akhtar	Masood	IOM Vanuatu	IOM Vanuatu, Shelter and Evacuation Centres	Liaison and Contextualization	B	Information gathering on national civil protection, emergency services, and evacuation actors (technical level) + NGOs/Private Sector	
12	Beru	Angie	IOM Vanuatu	Project Assistant	Support and Admin		Administration and Field Support and planning	X
13	Asanga	Alice	NDMO	Community Liaison and Engagement, CCCM Rapid Response	NDMO – Liaison for Focus B	B	Supporting team on Port Vila Liaison activities and ensuring adequate preparation for community visits to islands	X
14	Korisa	Peter	NDMO	Disaster Manager and Assessment	NDMO – Liaison for Focus A	A	Supporting team on Port Vila Liaison activities and ensuring adequate preparation for community visits to islands	X
15	Meto	Peter	NDMO	Liaison and Reporting Officer	NDMO – Liaison for Focus C	C	Supporting team on Port Vila Liaison activities and ensuring adequate preparation for community visits to islands; quality control for desired outputs in MEND plan	X
16	Fischer	Vivian	NDMO	Volunteer			Supporting team in final edit & layout	

* **Blue in Country Team Members**

Annex 2:

Community Consultations etc.

Gaua

Mission Report

Gaua Island Visit 5 – 8 June 2016

The team designated to work in Gaua undertook meetings especially in the North-Eastern part within communities close to the airfield and at the Western coast of the island. The latter can only be reached by boat. Meetings will be in the form of a Q & A with a scenario attached with each group meeting separately.

The IOM/UNDAC team was accompanied by one staff member from NDMO (Mr. Peter Joseph), the designated PDO of Torba Province, Mr. Fisher Younk Dinh, as well as the Area Council Secretary (ACS), Mr. Barry Wobur. Fisher was responsible for organising each meeting so that local language can be used. The IOM/UNDAC members provided overall coordination, security, and they were responsible for the compilation of all gathered information. A complete list of participants was taken along with any addition key informants.

Prior to departure from Gaua the team did an operational debrief to ensure all information has been gathered and properly collated.

Communications

Safety and Security - Joerg contacted Knut at the following times.

Sunday 5 th June	Upon arrival in Gaua	1830 hrs
Monday 6 th June	0715 hrs	1800hrs
Tuesday 7 th June	0900 hrs (from Ontar)	1800hrs (Helena)
Wednesday 8 th June	Just prior to departure from Gaua – 1100hrs	Upon arrival at Port Villa Airport.

Team

Name	Vanuatu #	Email	Sat Phone #
Helena Mazaro (UNDAC)	+6785635136	mazarro@un.org	
Joerg Szarzynski (UNDAC)	+6785734971	Szarzynski@ehs.unu.ehs	+881 621 430 912
Peter Joseph (NDMO)	+6787741122	jpeter@vanuatu.gov.vu	
Alberto Preato (IOM)	+6785489205	apreato@iom.int	
Fisher Younk Dinh (PDO)	+6785653161	fdinh@vanuatu.gov.vu	
Barry Wobur (ACS)	+6787317329 +6785395620		

Logistics Plan

Accommodation and meals at Tammes Bungalows (S 14°13'08.2'' ; E 167°35'13.6''). Accommodation was 2500 VUT per person and night including all meals.

Ground transport was arranged by Fisher.

Fisher also contacted key Informants.

Roles and Responsibilities

Information Management – Helena was responsible for all IM

Finance – Alberto managed all finance / receipts are required for all transactions

Safety and Security – Joerg was responsible for S&S

Community Engagement – Fisher & Barry

Item	Content	Cost
Transport for Team	Ground transport from air-port	
Transport to Island Community	Boat trip return on Gaua	? VUD

Annex:

Geographic references:

Name of Location	Coordinates (lat long WGS84)
Basecamp (Tammes Bungalow)	S 14°12' 42.6'', E 167°34' 09.8''
Namasari	S 14°12' 42.6'', E 167°34' 09.8''
Aver harbour	S 14°12' 57.8'', E 167°35' 04.0''
Ontar	S 14°17' 58.7'', E 167°25' 41.4''

Tanna

5-8 June 2016

Field assessment to Tanna

General info Tanna

Population: 40,000 people

Tourist: 100

Available data

- Population census (Care)
- Draft Disaster Response plan for Tanna (will be send by Care)
- Community plans for Tanna (Care; available in hard Copy on 6 June)

Dates: 5 – 8 June 2016

Assessment Team

Name	Organization	Email address	Contact number	Specs
Daniel Samson	PDO TA- FEA	sanmainfo@ gmail.com tafeadisasteroffi- cer@gmail.com	+678 774 2766	
John Bill	Care			
Sam Finda	Care			
Alice Yarem	NDMO			
Albrecht Beck	IOM	abeck@iom.int	+678 573 4954	SAT phone +88164 147 2029
Sjaak Seen	UNDAC	Sjaak.seen@vr- rr.nl	+31 6 53 95 6001 Local cell: +678 563 4827	On remote in Port Vila

TANNA MISSION SCHEDULE

Visiting Sites/ Activity	Area council	Date	Time	Contact personal	Communities be part of the Awareness
Travel to Tanna		5 th June 2016			Alice Yarem
Meeting with TAFEA SG and PDC	TAFEA Province	6 th June 2016	8.30am	Daniel Samson PDO TA- FEA	Alice Yarem
Sulphar Bay	South East	6 th June 2016	1.00pm – 1.30pm	Rassai Jeffeth 7793689 John Bill 7739726	Sulphar Bay Lamakarah
Imaio	South East	6 th June 2016	2.30pm – 3.00pm	Rassai and John Bill	Ikurup Ianaias Imaio Ianuwaok
Kwarmanu	South East	6 th June 2016	4.00pm – 4.30pm	Rassai and John Bill	Kwarmanu Nawateng Isameria Isarkei
Overnight at Jungle Oasis Bungalows		6 th June 2016		Daniel Samson	
Isaka	South East	7 th June 2016	8.00am – 8.30am	Rassai , John Bill and Dan- iel Sam- son	Ienmilin Galallie Isaka Ikutumian Ikunap Iamrwawang Ipenian, Napua- siko, Nuknekata

Enumakel	North East	7 th June 2016	9.30am – 10.00am	Rassai , John Bill and Daniel Samson	Enumakel Enakwili Lenpuas
Lowiapeng	North East	7 th June 2016	11.00am – 11.30am	Rassai , John Bill and Daniel Samson	Iarkei Ipkangian Ianemaha, Ikity
Enimah	North East	7 th June 2016	12.30pm – 1.00pm	Rassai , John Bill and Daniel Samson	Lounial Lapangtoa Lawanuvi Ilareng Imalit, Lounasunan,
King Cross	North East	7 th June 2016	2.00pm – 2.30pm	Rassai , John Bill and Daniel Samson	King cross Lotapunga Waisisi Kito, Loutapunga, Louiasia,
Travel back to Lenakel		7 th June 2016		Daniel Samson	

LOGISTICS:

Accommodations -

In Tanna:

- Sunday 5 June: Lamakard Covi
- Monday – Wednesday 6-8 June: Jungle Oasis Bungalows

Room Rates: 2500 VAT

Accommodation room cost to be paid direct by team members, inclusive of any incidentals incurred.

Meals: Local meals

Airport pick-up and transportation:

Your airport pick-up on Sunday 5 June by Daniel Samson

IOM /UN Drivers / vehicles:

In Efayte: Vehicle: Mini Van
+678 77 363 95

Driver: Steve Taga cell:

In: Tanna: - Vehicle: ?
Daniel)

Driver details: tbc (action

Meeting room:

At the accommodation in the lodge

Weather in Tanna:

5- 8 June - Cloudy with some thunderstorms

Exchange Rate: € 0,0080 = VUV 0,0123

AUD 1,5407 = VUV 0,6490

Time difference:

Time zone: UTC +11 hours

Emergency Contact numbers:

In general IHP/Info officer Knut Kjorkkleiv local cell: +678 563 5134

IOM: Andrew Lind cell +66 614 027 877 – local cell: +678 573 4970

OCHA: Ben Negus cell +61 467 398 384 – local cell: +678 573 4965

Safety and security – Albrecht contact Knut to confirm safety and security:

- At departure to Tanna (5 June 2016)
- On assessment twice a day at 09:15 and 18:15 hrs
- At departure to Port Vila (8 June 2016)

UN DSS UNDAC: Chief Security Advisor

IOM has there one S&S policy

