DOCUMENT 4:

POSITIONS AT THE OUTSET OF THE MEETING

Notes to Directing Staff:

Distribute these papers as indicated on the top of each, one copy to each role.

The position papers of the Deputy Prime Minister (Paper #1) and the Director of the Caribbean Conference of Churches (Paper # 22) are to be leaked to the National Press Association Reporter. The Distribution List on these papers does not indicate this leak.

□ Directing Staff

Observers

Deputy Prime Minister

Position at the outset of the meeting

1. Deputy Prime Minister, Office of the Prime Minister Chair and Overall Co-ordination.

Briefing notes from the PM to the Deputy PM:

- Thank you for agreeing to chair the meeting of the Co-ordination committee, I am sorry not to be present but it is vital that I continue to visit the worst affected areas. There are two key products to secure from the meeting: a well developed International Appeal, and an Action Plan for the next phase of recovery.
- Use your discretion to decide whether it is worth convening a brief meeting of the Under-Secretaries, ODP and Civil Defense before the full committee meets to plan how to handle the donors.
- It is vital to obtain a good pledge from the donors who are invited to the meeting. We should expect substantial help from the US, Canada and the British. However I am not too hopeful since the low loss of life has resulted in low press coverage in the foreign press.
- We should seek to get the basis of an International Appeal out of the meeting. Perhaps it will be best to break the meeting into two groups after the initial sit. rep. so that the UN and the Donors can get together on their own. I have briefed the Res. Rep. to expect this, and he could chair the International Meeting. Then you could pull them back before the meeting ends so that our ministries can hear what they offer or feel we can ask for. If their proposals fall below our needs we could intervene at this point.
- If you form this working group this will also give us the opportunity to have an internal discussion on some of the sensitive issues. The latter discussion should be led by ODP, since their profile needs to be strengthened or they will continue to be bypassed by the ministries.
 - Try to find out how the line ministries are working with ODP. The Director of ODP is concerned that they often act alone without full collaboration with his office despite the detailed Preparedness Plan provisions.
- I am not proposing to dwell on the election factor, despite the overseas press coverage, which will already be in the hands of the UN and the Donors. But a generous response to the crisis is obviously vital for our party. ('High visibility' is the name of the game.)

- We are troubled with the US Ambassador's comment that OFDA are very short of funds following recent major appeals after the Bangladesh and Sudan flood emergencies. Perhaps we can let them think that we will get the shortfall from the Brits which may oil their wheels. But the trump card will be to hint that Man's Peoples Party (of whom they are paranoid!) may win the election if USAID does not prop us up.
- The looting is more or less controlled now, but I am concerned that Civil Defense were so slow to act. The curfew is helping but will have to be lifted soon if we are not to get the fallout from this restriction.
- The long term food situation looks very serious. We will need to focus on this during the meeting.
- Try to stop donations in kind, we need cash even if we purchase outside Isabella.

Directing Staff

Observers

Deputy Prime Minister

Under-Secretary, Ministry of Foreign Affairs

Position at the outset of the meeting

2. Under-Secretary, Ministry of Foreign Affairs

The PM's office has passed Foreign Affairs a note as follows:

- 1. I am relying on Foreign Affairs to assist in obtaining a good pledge from the donors who are invited to the meeting. We should expect substantial help from the US, Canada and the British. However I am not too hopeful since the low loss of life has resulted in low press coverage in the foreign press.
 - We should seek to get the basis of an International Appeal out of the meeting. If their proposals fall below our needs it is vital that Foreign Affairs intervene at this point.
 - We are troubled with the US Ambassador's comment that OFDA are very short of funds following recent major appeals after the Bangladesh and Sudan flood emergencies. Perhaps we can let them think that we will get the shortfall from the Brits which may oil their wheels. But the trump card will be to hint that Man's Peoples Party (of whom they are paranoid!) may win the election if USAID does not prop us up.
- 2. The Minister feels that we should expect good regional support. I will try to push CARICOM for this, but they are claiming we are not as badly hit as other states.

Directing Staff

Observers

Deputy Prime Minister

Under-Secretary, Ministry of Agriculture, Food and Fisheries
 Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

- 3. Under-Secretary, Ministry of Agriculture, Food and Fisheries
- 1. The situation regarding losses to our coffee, banana, coconut crops is desperate. Our initial projections are that the economy will be affected for at least eight years when production levels will return. However, that assumes that we get our market back from our competitors in West Africa and Latin America. In the short term we will need food supplies of all staples via donors and WFP, who inform us of immediate regional stocks of 15 million M.T. The food supply gap will last until the next harvest, not due for four to five months. In the long term the need will be for cash to assist us with planting short term fast crops to fill the income and food supply gap before the coconut crop is restored in a minimum of four years.
- 2. Fishing boat and fishing tackle losses are extensive. Cash is needed to cover replacement costs. The Miami Press Report that the warning time allowed our fishermen more than adequate time to get all boats out of range of wave damage was unnecessary and unhelpful, and if the donors raise the issue we will vigorously refute the criticism, since most damage was due to boats being picked up and smashed by the 100 mph winds.
- 3. Intervention is needed to release food stocks to control escalating food prices.

□ Directing Staff

Observers

Deputy Prime Minister

Under-Secretary, Ministry of Education

Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

Position at the outset of the meeting

- 4. Under-Secretary, Ministry of Education
- 1. Preliminary reports indicate that 85-90 percent of schools have been damaged. This proves the position taken by our ministry over the past five years (and consistently blocked by the Treasury and Public Works) that retrofit programmes should have been applied to insist on hurricane-resistant roof construction. We must start demanding immediate action in this meeting now that we have abundant evidence to support our position. There are two issues: safe reconstruction with new codes and retrofit for all undamaged structures.

The Minister has been in touch with UNESCO who can provide a consultant to survey the above issues and add weight to our position. This Technical Assistance request should go into the appeal.

- 2. All schools are closed, which is contributing to the looting as children have time for such deviant behaviour. We must express concern over the damage to school buildings and furniture as they are already being misused by their use as evacuation centres. The ODP must look into the Preparedness Plan to see that this is stopped in the future.
- 3. We should press for temporary shelters for use as schools until the buildings are repaired. The arguments should emphasise the therapeutic 'normalisation' issue and as a vital and extremely urgent anti-looting, anti-delinquency measure.

Directing Staff

□ Observers

Deputy Prime Minister

Under-Secretary, Ministry of Health
 Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

- 5. Under-Secretary, Ministry of Health
- 1. The two damaged hospitals need urgent repairs. Insist that this must be given a higher priority than the school repair programme.
- 2. The reports of epidemics within the evacuee shelters need to be verified. However, we have opposed the concentration of people from the outset of the Preparedness Plan formulation on health grounds. We must press for an early return to homes, with Public Works taking the initiative to provide tools and metal roofing.
- 3. To complete the check on watercourses and wells we urgently need more water test kits. Stocks of purification tablets and disinfectants are very low. Try to get immediate support from our neighbours in the region.
- 4. Build on the link with UNICEF and PAHO. We have much to gain from their support, but stop them from deciding what we should be doing.

Directing Staff

Observers

Deputy Prime Minister

Under-Secretary, Ministry of Housing and Public Works

Under-Secretary, Ministry of Public Utilities

Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

- 6. Under-Secretary, Ministry of Housing and Public Works
- 1. Our provincial offices report that the northern coast is the worst hit, with 20% of all buildings destroyed and 80% damaged. Social Affairs report that 500,000 are homeless in the entire country with 60,000 within the metropolitan area of Port of Queen. Assessment data of the rural areas is still insubstantial.
 - Schools, churches, factories, etc. are being used as temporary accommodation.
- 2. Reports suggest that priority needs include cooking utensils, sanitation and clean water.

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Distribution to:		Directing Staff
	□	Observers
		Deputy Prime Minister
		Under-Secretary, Ministry of Public Utilities
		Under-Secretary, Ministry of Housing and Public Works
		Director, Office of Disaster Preparedness and Emergency Relief
		Co-ordination (ODP)

- 7. Under-Secretary, Ministry of Public Utilities
- 1. Main roads between Port of Queen and Bay Area are now open but secondary roads are still closed. An appeal is needed for chain saws. We need specialist teams to restore the extensive losses of overhead electrical supply lines.
- 2. A major concern is to reopen both international airports. This issue is holding up the delivery of essential relief goods.
- 3. The flood waters are posing a major threat in rural areas. We have requests for heavy pumps but access is denied due to road blockages.

Directing Staff

Observers

Deputy Prime Minister

Position at the outset of the meeting

8. Director, Office of Disaster Preparedness and Emergency Relief Co-ordination (ODP)

Memo for Immediate Action Before the Meeting

1. The Prime Minister has alerted ODP to the possibility that the Chair of the committee may decide to call on the Director of ODP to chair a small task force of our ministries and civil defense during that main meeting to draft an immediate action plan. In case this does occur I will invite the government committee members to meet me just before the meeting. One topic we will need to resolve before the meeting is whether or not to involve NGO leaders in this task.

The Government is represented by:

Deputy Prime Minister

Ministry of Foreign Affairs

Ministry of Agriculture, Food and Fisheries

Ministry of Education

Ministry of Health

Ministry of Housing and Public Works

Ministry of Public Utilities

Director, National Civil Defense

2. ODP report the following priority needs:

- Secondary disaster risks need urgent attention: evacuation of stranded families in flood areas, landslide risks in the squatter settlements of Port of Queen
- Water quality substandard in approximately 30% of urban areas, 100.000 water purification tablets needed
- Staple Food Stocks must be released urgently from Government Reserves to stop the present rising prices
- Canned food needed throughout the country
- Urgent attention needed for school, hospital and public building repairs
- Information still needed on precise number of deaths, and specific information on types and location of all injured persons
- Search and Rescue needs are now virtually complete, no teams from abroad to be requested
- Blankets needed in rural areas
- Roads still blocked in rural areas, chain saws and heavy lifting equipment needed to remove trees from blocked roads
- Technical Assistance needed on ways to repair building and infrastructure losses

Directing Staff

□ Observers

All Committee Members

Position at the outset of the meeting

From: Director, Office of Disaster Preparedness and Emergency Relief Co-ordination (ODP)

ODP report the following priority needs two hours prior to the committee meeting:

- Secondary disaster risks need urgent attention: evacuation of stranded families in flood areas, landslide risks in the squatter settlements of Port of Queen
- Water quality substandard in approximately 30% of urban areas, 100.000 water purification tablets needed
- Staple Food Stocks must be released urgently from Government Reserves to stop the present rising prices
- Canned food needed throughout the country
- Urgent attention needed for school, hospital and public building repairs
- Information still needed on precise number of deaths, and specific information on types and location of all injured persons
- Search and Rescue needs are now virtually complete, no teams from abroad to be requested
- Blankets needed in rural areas
- Roads still blocked in rural areas, chain saws and heavy lifting equipment needed to remove trees from blocked roads
- Technical Assistance needed on ways to repair building and infrastructure losses

Directing Staff

Observers

Deputy Prime Minister

Position at the outset of the meeting

9. Director, National Civil Defense

Looting continues in some areas of Port of Queen despite the curfew. Civil Defense believe that the curfew should be extended to the whole of Isabella and be extended forthwith to 2 hours before sunset in Port of Queen.

Civil Defense wish to bring to the Prime Minister's attention their concern that ODP have turned down the offer of one of our brother organizations, the MART, search and rescue teams from Miami Civil Protection League without consultation with this office.

Directing Staff

Observers

Resident Representative, UNDP

Project Manager, representing UNDRO/UNDP on Caribbean

Disaster Planning Project (CDPP)

u Representative, Pan American Health Organisation (PAHO) and

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Regional Advisor on Emergency Services UNICEF

Position at the outset of the meeting

10. Resident Representative, UNDP

1. Urgent Action Prior to Meeting

The Prime Minister of Isabella has contacted UNDP to alert me to the possibility that I may be called upon to chair a working group from the UN Reps, Donors and Regional Reps. to draft the text of an International Appeal for assistance. To prepare for this it may be sensible to meet with my UN colleagues before the meeting so that we are able to maintain a united public position.

2. UNDP must:

- Co-ordinate all UN Assistance Programs
- Protect as far as we are able our previous investment in Isabella, by insisting that reconstruction programs give priority to essential repairs to the World Bank Rural Development Programme for water supply, electrical power and telephone service
- Support must be given to reopening the Bauxite Plants as early as possible on account of secondary impact from the lack of incomes for the overall work force of 13,000, (approximately 70,000 people) in the families of employers
- New pressure is needed to encourage the government to introduce effective building codes and land-use planning to improve future safety. UNCHS (Habitat) are offering consultant support (but out of our budget)
- The early needs and damage assessments look heavily inflated. The UN may need to offer our own consultants to conduct a further survey, but with the election coming I don't expect that logical appraisal is everyone's priority
- UNDP must press for a planned response to the short term recovery, as well as developing a reconstruction plan
- In conclusion, the UN must do all in our power to assist in a relief operation that avoids dependency and strengthens national capacity. This will be difficult in light of the election, but it must influence the design of any appeal.

Directing Staff

Observers

□ Resident Representative, UNDP

Project Manager, representing UNDRO/UNDP on Caribbean

Disaster Planning Project (CDPP)

Representative, Pan American Health Organisation (PAHO) and

WHO

Regional Advisor on Emergency Services UNICEF

Position at the outset of the meeting

11. Project Manager, representing UNDRO/UNDP on Caribbean Disaster Planning Project (CDPP)

- 1. In this meeting the Project Manager representing UNDRO/UNDP on Caribbean Disaster Planning Project (CDPP) needs to:
 - Represent UNDRO
 - Link the response in Isabella to other assistance planned in the region
 - Co-ordinate an appeal to go to Geneva today, since they are being pressed by the donors, for specific requests
 - Determine UNDRO's future role in the longer term recovery, preparedness and mitigation
 - Link the CDPP's interests: regional cooperation and long term regional preparedness in the development of a hurricane warning system. In view of the success of this warning, and the low loss of lives in this emergency it may be an opportune time to seek for additional funds to strengthen the warning system

Directing Staff

Observers

Resident Representative, UNDP

Project Manager, representing UNDRO/UNDP on Caribbean

Disaster Planning Project (CDPP)

Representative, Pan American Health Organisation (PAHO) and

WHO

Regional Advisor on Emergency Services UNICEF

Ministry of Health

Position at the outset of the meeting

12. Representative, Pan American Health Organisation (PAHO) and WHO

- 1. Medical Search and Rescue teams reached Port of Queen today from Miami.
- 2. TC 9000 portable Satellite Communications system now in use in Isabella, but use is restricted to UN and Government Agencies. This is being used to communicate rural areas pending restoration of telephone /radio links.
- 3. PAHO available to co-ordinate all medical assistance with Ministry of Health
- 4. Urgent need for Medical Assessment Teams to go out to rural areas. PAHO can provide support if requested with teams on standby in Miami. If airports are still closed it is possible to use military airfield south of Port Of Queen
- 5. PAHO and WHO advise to reject calls from rural medical services in flood prone areas for widespread inoculation programmes.

Directing Staff

□ Observers

□ Resident Representative, UNDP

Project Manager, representing UNDRO/UNDP on Caribbean

Disaster Planning Project (CDPP)

Representative, Pan American Health Organisation (PAHO) and

WHO

Regional Advisor on Emergency Services, UNICEF

Ministry of HealthMinistry of Education

Director, Caribbean Conference of Churches (CCC)

Position at the outset of the meeting

13. Regional Advisor on Emergency Services, UNICEF

1. UNICEF have a wide range of ongoing projects in Isabella in health, sanitation and water supply in poor urban areas. These are collaborative ventures with the Ministries of Health and Education. Projects have been undertaken with the support of UNICEF and CCC. UNICEF has also worked closely with PAHO on the water and sanitation projects. Therefore, the Regional Advisor on Emergency Services wants to make a direct appeal to UNICEF New York for direct funding support. There may be no need to include the health sector in a time consuming international appeal.

Today, UNICEF will launch their own appeal for US \$250,000 for 'Children in Need in Isabella'

- 2. UNICEF field staff report that urgent support is needed for poor urban areas to assist in screening to reduce the risk of communicable diseases.
- 3. UNICEF have extensive stocks of water purification tablets available in-country.
- 4. UNICEF have kits available to extend tube wells to function in flood conditions where waters have overtopped the top of pumps.
- 5. Priority must be given to small children in the immediate future, since they are currently at risk from intestinal diseases.

Directing Staff

Observers

Deputy Prime MinisterMinistry of Foreign Affairs

Representative, Organisation of Eastern Caribbean States (OECS)

Position at the outset of the meeting

14. Representative, Organisation of Eastern Caribbean States (OECS)

- 1. OECS are concerned that a Trans Caribbean International appeal be formulated, since it will add weight if a single appeal is made through the UN that represents the interests of the seven states currently affected by the hurricane. However, the Government of Isabella have been hostile to this notion since it was raised at the last co-ordination meeting.
- 2. OECS want to request help from Isabella for Haiti since it has suffered far more damage pro-rata than Isabella. This request is in line with clause 123 of the 1985 Santo Domingo Agreement for mutual support in times of emergency.

Directing Staff

Observers

Deputy Prime MinisterMinistry of Foreign Affairs

Project Manager, representing UNDRO/UNDP on Caribbean

Disaster Planning Project (CDPP)

Director, Disaster Relief Unit, CÁRICOM

Position at the outset of the meeting

15. Director, Disaster Relief Unit, CARICOM

- 1. CARICOM general council met in San Juan on September 13 and approved an appeal for mutual support in the region. Isabella is requested to delay its proposed appeal for international help pending a united appeal that CARICOM will develop with the assistance of OAS.
- 2. CARICOM call upon the UNDRO representative of the CCPD currently in Isabella to work with them in producing an integrated regional appeal.
- 3. CARICOM can provide an economist team to visit Isabella to assess secondary economic impact on the agricultural sector, to assist the region in economic recovery. An attempt is to made to protect national market shares of exports pending full recovery.

Directing Staff

Observers

Representative, European Economic Community (EEC)

Regional Advisor, Overseas Development Administration (ODA)

Government of the United Kingdom

Position at the outset of the meeting

16. Representative, European Economic Community (EEC)

1. EEC offers:

- Food Assistance from regional stockpile based in Trinidad
- Technical Assistance Teams for damage and needs surveys
- The French Search and Rescue team that have given outstanding service in recent disasters
- Medical Teams from MSF available to arrive with own food water and full logistical support. Teams are already on standby at Charles de Gaulle in Paris awaiting approval. EEC must emphasise the urgency of a decision of this team who have been available since September 12

Directing Staff

Observers

Regional Advisor, Overseas Development Administration (ODA)

Government of the United Kingdom

Representative, European Economic Community (EEC)

Position at the outset of the meeting

17. Regional Advisor, Overseas Development Administration (ODA) Government of the United Kingdom

- 1. The UK government has offered to divide the island and support the southern sector where extensive development assistance staff have been working for the past 30 years under a TC programme with Government of Isabella. This would leave the northern sector for the USA where they have also extensive interests. The division will clarify responsibilities.
- 2. As requested on September 12 the British government's vessel in the Caribbean is approaching Port of Queen from Belize and is due to arrive at 1750 hrs on 14 September. The ship contains engineering support staff with equipment, communications systems and health teams. Please advise how you propose using the facility by 1700 hrs.
- 3. UK damage assessment teams can be sent from Barbados. The Northern Ireland Electricity Company Emergency Rehab Unit is on standby in Belfast with own vehicle, all equipment and experienced team that have worked in four hurricane situations.
- 4. UK can provide technical support for Preparedness Planning.

Directing Staff

Observers

Representative, Office of Foreign Disaster Assistance (OFDA/ USAID), Government of the United States of America

- 18. Representative, Office of Foreign Disaster Assistance (OFDA/USAID) Government of the United States of America
- 1. The USA have contributed to a number of major disasters this year and regret that available funds are very low until the next financial year starting on Jan. 1, 1998.
- 2. Before we respond we will need to send in our own damage and needs assessment teams. This is a standard OFDA approach. The Government of Isabella need to confirm their acceptance.
- 3. As a symbol of our solidarity with the stricken people of Isabella, our Secretary of State for Foreign Affairs personally requested Ambassador Sotirhos to make an appraisal tour in one of our C130 Military Transports with the Prime Minister, Mr. Sale. I understand this took place on September 13.
- 4. The US Government has sent 1000 troops to St. Croix in the Virgin Islands to protect US citizens following extensive rioting and looting. Thus our immediate priority in the region is to survey the needs and protect our own citizens.
- 5. The British Ambassador in Washington has discussed the North/South division with the Secretary of State and I understand that it was discussed on the aircraft yesterday when our Ambassador traveled with your Prime Minister. We have no objection in principal but are unsure as to your intentions in the matter.

- Directing Staff
- Observers
- Regional Director, Canadian Institute for Development Assistance (CIDA)
- Regional Advisor on Emergency Services UNICEF
- Representative, Pan American Health Organisation (PAHO) and
- Director, Caribbean Conference of Churches, (CCC)

- 19. Regional Director, Canadian Institute for Development Assistance (CIDA)
- 1. CIDA would like to respond to the appeal from the UNDP currently being put together.
- 2. Where possible CIDA would like to work through UNICEF, PAHO and with local NGO project holders, since this has been our policy in Isabella for the past 10 years of very productive work. We are happy to continue to work with UNICEF and CCC.

□ Directing Staff

Observers

Deputy Prime Minister

Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

Emergency Operations Director, National Red Cross Society,

Isabella

Disaster Emergency Officer, Federation of Red Cross Societies

(FRCS)

Position at the outset of the meeting

20. Emergency Operations Director, National Red Cross Society, Isabella

Briefing Notes from the Director:

- 1. Red Cross are active in all affected areas.
- 2. Our field reports indicate serious neglect of rural areas.
- 3. Where flooding has taken place there are serious food shortages.
- 4. The Red Cross support the Civil Defense view that looting must be controlled urgently.

Directing Staff

Observers

Deputy Prime Minister

Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

Emergency Operations Director, National Red Cross Society,

Isabella

Disaster Emergency Officer, Federation of Red Cross Societies

(FRCS)

- 21. Disaster Emergency Officer, Federation of Red Cross Societies (FRCS)
- 1. FRCS is available to send in Assessment Teams in preparation of an International Appeal from FRCS in Geneva to all National Societies.
- 2. The Government and the National Society must endorse the appeal today.
 - NB. This is very urgent if we are to capture the current high level of global media exposure to the hurricane impact.

Directing Staff

Observers

Deputy Prime Minister

Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

Director, Caribbean Conference of Churches (CCC)

Position at the outset of the meeting

22. Director, Caribbean Conference of Churches (CCC)

- 1. Needs Assessment Reports coming in from all parishes of Isabella. They state:
 - Urgent medical needs.
 - Food available in certain areas but not in others. Therefore, detailed verification is needed.
 - Very concerned that government vehicles, plastered with political slogans, are being used to distribute food sent from Church World Service, and negotiated through our organisation. CCC wish to protest about such blatant party political opportunism in the strongest terms.
 - Livestock losses are as high as 40% in areas subject to surge flooding in coastal areas.
 - CCC can distribute relief goods but need vehicles and petrol from government stocks.

Directing Staff

Observers

Deputy Prime Minister

Director, Office of Disaster Preparedness and Emergency Relief

Co-ordination (ODP)

Director of Relief Services, Inter-Agency Association (IAA)

Position at the outset of the meeting

23. Director of Relief Services, Inter-Agency Association (IAA)

- NGOs concerned that focus is on urban areas with the neglect of rural areas. The government perception is too narrow. They must expand their concerns beyond the capital city.
- Medical needs in rural areas very severe.
- No epidemic threat.
- Food shortages generally being reported.
- Blankets and Clothing are **not** needed. Why does the government suggest otherwise? Where is their evidence?
- Building tools, plastic sheeting, timber and metal roofing urgently needed not complete shelter units.

Directing Staff

Observers

Reporter, National Press Association (NPA)

Position at the outset of the meeting

24. Reporter, National Press Association (NPA)

Can question anyone in the exercise for 15 minutes at the end of the meeting.

Two leaked papers are attached which are likely to be of interest:

Briefing Notes from the PM to the Deputy PM

Briefing Notes of the Director of the Caribbean Conference of Churches (CCC)