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Estimates for Work Programme

1995/1996 WORK PROGRAMME

OFFICE OF DISASTER PREPAREDNESS

The 1995/96 Work Programme for the Office of Disaster Preparedness represents the activities that the office will seek to undertake in an effort to promote Disaster Management in the Territory.

In keeping with our mission and objectives, there is a large Public Education component included in the Work Programme. Some emphasis will be placed on resuscitating District Committees which are dormant and on establishing new ones where none exists.

The ODP suffered a major setback in the implementation of its 1994/95 Work Programme as the National Disaster Coordinator, Ms. Jennifer Worrell, resigned in October to take up the position of Regional Disaster Advisor with USAID/OFDA in Kingston, Jamaica. This coupled with limited staff and funding resulted in the implementation of less than 60% of the scheduled activities.

It is hoped that with the assignment of a new Coordinator in February of this year, a Project Manager for the Hazard and Risk Assessment Project and additional funding, a greater percentage of implemented activities will result.



MISSION STATEMENT

The overall mission of the Office of Disaster Preparedness (ODP) is to seek to reduce loss of life and property within the Territory of the British Virgin Islands by ensuring that adequate preparedness measures and response mechanisms are established to counteract the impact of natural and man-made disasters.

The operational objectives or functions of the ODP are to achieve this mission and to :-

- Formulate a comprehensive programme for Disaster Mitigation, Preparedness and Response
- Reduce response time following major disasters
- Design and implement a sustained programme of Public Education to sensitise the population to the threats they face and the need to be prepared.
- Co-ordinate all official and voluntary resources engaged in achieving the overall mission.
- Facilitate regional operations as required under the regional coordination plan as a consequence of being a full participating member of CDERA.

PROGRAMME AREAS

The Work Programme is arranged in four principal areas as follows:-

1. HAZARD MITIGATION

- 1.1 Hazard and Risk Assessment Project
- 1.2 Mitigative Building Techniques and guidelines for developers
- 1.3 Development of appropriate legislation
- 1.4 Contingency Planning
- 1.5 Damage Assessment

2. SHELTER PROGRAMME

- 2.1 Review of Shelter Assessment Survey
- 2.2 Shelter Managers Handbook/Manual
- 2.3 Shelter Managers Training
- 2.4 Welfare/Relief System/Victim Rehabilitation
- 2.5 Procurement of Shelter Kits
- 2.6 Adopt A Shelter Project
- 2.7 Shelter Retrofit Project

3. EMERGENCY RESPONSE AND TELECOMMUNICATIONS

- 3.1 Review of National Disaster Plan
- 3.2 Hazardous Material Programme (including oil spill)

- 3.3 Search and Rescue/Evacuation Planning
- 3.4 First Responder Training
- 3.5 Mass Casualty Management Programme
- 3.6 Adoption of Telecommunications Plan
- 3.7 Adoption of Standard Operating Procedures
- 3.8 Enhanced Telecommunications Network

4. *PUBLIC EDUCATION, INFORMATION AND TRAINING*

- 4.1 Newsletters, Publications
- 4.2 GIS Training
- 4.3 Development of Awareness Video
- 4.4 Presentations to Specific Interest Groups
- 4.5 IDNDR Activities
- 4.6 Hurricane Season Activities
- 4.7 EOC/Radio Room Training
- 4.8 Simulation Exercises
- 4.9 Development of Resource Centre
- 4.10 NEAC, District, Agency Meetings
- 4.11 SUMA Training
- 4.12 USAID/OFDA National Training for Instructors Course
- 4.13 Youth Volunteer Corps

5. *ADMINISTRATIVE AND FINANCIAL*

- 5.1 EOC Repairs
- 5.2 Regional and International Conferences and Meetings
- 5.3 Work Programme Financing

1.0 HAZARD MITIGATION

For the period 1995-1996, the ODP will attempt to develop and coordinate a Mitigation Programme for the Territory.

JUSTIFICATION

Mitigation is not a new action of government. Presently mitigation is happening in a very adhoc fashion in some agencies of government and not being considered at all in others. There is little doubt that government agencies establish programmes and projects that increase public safety and reduce hazard risk, but these efforts are generally not coordinated among agencies. Projects often try to mitigate a single hazard and ignore opportunities for other mitigation efforts. Similarly, resources and opportunities can be wasted as a result of lack of coordination. In the worst case, one agency's actions might even increase a risk that another agency is charged with reducing.

One of the challenges to be undertaken by the ODP during this year is the coordination of an Inter-Sectoral Mitigation Programme that promotes the risk reducing actions of government to help achieve the aims of the wider community for social and economic growth, without necessarily increasing risk from natural and technological hazards.

OBJECTIVES

- (i) To protect the health and safety of the general public and to reduce the human loss, personal injury, suffering and social disruptions resulting from natural disasters.

- (ii) To reduce damages to existing development during impact from natural or man-induced hazards.
- (iii) To reduce, avoid and prevent damages to future development from natural and man-induced hazards.
- (iv) To reduce damage to public facilities and structures from natural and man-induced hazards.
- (v) To reduce public expense from emergency and recovery services required by natural hazard impacts.
- (vi) To incorporate vulnerability assessment into the development planning process.
- (vii) To protect the integrity of the natural environment of the BVI.
- (viii) To increase the linkages between the Town and Country Planning Department, the Economic Development Planning Department and the ODP so as to foster an integration of hazard concerns into future development planning.
- (ix) To protect the long term economic prosperity of the BVI by fostering sustainable development.

OUTPUTS

- (i) National policy on hazard mitigation
- (ii) Inter-agency Mitigation Plan
- (iii) Mitigation Legislation
- (iv) Strong inter-agency collaboration and coordination on Disasters and Development Issues
- (v) Sustainable Development trends for the BVI
- (vi) BVI Mitigation Committee
- (vii) Several Mitigation Projects

DESCRIPTION OF ACTIVITIES

1.1 HAZARD AND RISK ASSESSMENT PROJECT

This study will provide information on existing hazards, risks and vulnerabilities and give an idea of potential losses from hazardous impacts of varying intensities and magnitudes.

1.1.2 JUSTIFICATION

At present no comprehensive data base exists on the risks and vulnerabilities that the Territory is exposed to.

1.1.3 OBJECTIVE

As part of the 1995-1996 Work Programme, the ODP has as one of the major objectives of its mitigation programme, the commencement of a hazard and risk assessment for the Territory. This project objectives are:-

- (i) To identify areas at risk to destruction from natural and man-induced hazards by carrying out a complete hazard assessment of the BVI, containing information on intensity, frequency and areas of impact from hurricanes, flooding, landslides, storm surges, earthquakes, tsunamis, coastal erosion, oil spills and fires and taking into account sea-level rise not as a separate hazard, but rather as a compounding factor in assessing the storm surges and coastal erosion hazards.
- (ii) To compile a systematic inventory of elements at risk including:-
 - (a) Major infrastructural elements - airports and port facilities
 - (b) The life line facilities (roads, water, sewerage, electricity and telecommunication)
 - (c) Public facilities, housing, essential services (health, education, police, fire protection, community services and shelters)
 - (d) Settlement areas
 - (e) Areas of economic activity (tourism, commerce, manufacturing and agriculture).

- (iii) Will carry out a vulnerability analysis of elements at risk where the functional capabilities of the various elements will be reviewed in relation to the potential impact of the identified hazard.
- (iv) Will formulate a Loss Reduction Programme for the BVI, aimed at reducing vulnerability of critical elements identified, targeting the elements most at risk.

1.1.4 OUTPUTS

- (i) Hazard Catalogue
- (ii) Map sets showing hazard areas and varying degrees of susceptibility and vulnerability to identified hazards of varying interests.
- (iii) Development standards for hazard prone areas.
- (iv) Loss Reduction Programme for the Territory.
- (v) Final Report
- (vi) Workshop to present findings

Upon completion of the project the country will benefit from having a structured Hazard Mitigation Programme in place. Technocrats, Engineers and Developers would have benefitted from some transfer of technology.

1.2 MITIGATIVE BUILDING TECHNIQUES AND GUIDELINES FOR DEVELOPERS

1.2.1 JUSTIFICATION

In 1993, the ODP organized a two day Inter-agency Training Workshop in Mitigative Building Techniques mainly for the Architects and Engineers involved in the design phase of construction projects. This was in response to the need to sensitise these groups in practicing safe building techniques. This seminar was heavily supported by the local programmes and was supposed to be one of two workshops, the second of which was to have targeted the builders involved in the implementation phase of construction projects. The second workshop should have been conducted by the H. Lavity Stoutt Community College which expressed the wish and intention to do so. The college has not, however, so far been able to carry out their commitment. In the interest of progressing our agenda for good hazard mitigation in the Territory the ODP will now organize this follow-up seminar for 1995.

1.2.2 OBJECTIVE

To expose builders to the state of the art techniques in Mitigative Building for hurricane prone and seismically active areas.

1.2.3 OUTPUT

The production of a booklet to address the local hazard issues to be considered and mitigation guidelines to be followed when undertaking construction projects in the BVI. It will take into consideration the geological composition and

topography of the major inhabited islands, present construction trends, the building codes and present mitigation options for safer buildings. This will be done in association with a media campaign which will look at selected chapters of the booklet in the weeks preceding its official launching.

The ODP will try to target at least twenty-five persons trained in Mitigative Building Practices for earthquake and hurricane prone areas.

1.3 DEVELOPMENT OF APPROPRIATE LEGISLATION

1.3.1 JUSTIFICATION

The nature of the activities that the state will be required to undertake in all phases of the Disaster Management process, requires some legal basis to effect and enforce them. The necessary authority for emergency workers to execute preparedness and response activities should be provided for and regulated by Disaster Legislation.

1.3.2 OBJECTIVE

To enact legislation to legally cover every essential aspect of the operations of the organization, as well as operations of organizations acting on behalf of or in conjunction with the ODP.

To be able to enforce disaster regulations as required.

1.3.3 OUTPUT

Adequate and effective Disaster Legislation as well as legislation to cover mitigation activities that might be implemented by other agencies, eg. the Planning Unit.

***DISCUSSION PAPER ON AMENDMENTS NEEDED TO THE
EMERGENCY POWERS ACT (EPA)***

***PROPOSAL TO ATTORNEY GENERAL'S OFFICE FOR
DRAFT AMENDMENTS TO THE ACT FOR SUBMISSION
TO EXECUTIVE AND LEGISLATIVE COUNCILS***

***TALKS WITH DIFFERENT AGENCIES CONCERNING
LEGISLATION ON SPECIFIED ASPECTS OF DISASTER
MITIGATION***

***DISASTER MITIGATION COMPONENT IN DEVELOPMENT
MANUAL, 5 YEAR PLAN***

REVISED BUILDING CODES

Target Group/Beneficiaries will comprise of the following:-

- Policy Makers
- Developers
- Insurance Companies

1.4 CONTINGENCY PLANNING

It will be a direct strategy of the ODP to train individuals at all levels in Contingency Planning. This is borne out of the need for each agency, community, family unit to have a Disaster Plan in place.

1.4.1 OBJECTIVES

- To equip persons with skills to write Disaster Plans
- To have Disaster Plans prepared in offices, communities, homes.

1.4.2 OUTPUTS

- (i) Contingency Planning Guidelines
- (ii) Contingency Planning Workshop
- (iii) Disaster Plans in each sector

The main groups that would be targeted are persons in offices, communities and homes.

1.5 DAMAGE ASSESSMENT

1.5.1 JUSTIFICATION

Following any significant disaster situation, the most urgent need is for information. The ODP hopes, through the Damage Assessment sub-committee to develop the capacity to conduct rapid assessment of disaster impact and form a National Response Team (NRT) which can provide timely assessment to Disaster Managers.

1.5.2 OBJECTIVES

To develop a rapid assessment system which can provide timely and accurate information in the immediate post disaster period.

1.5.3 OUTPUTS

- (i) Skilled Damage Assessment Team
- (ii) Standard Operating Procedures for conducting Sectoral and Territorial Damage Assessments
- (iii) Standardised Damage Assessment Forms

The target groups/beneficiaries would consist of Engineers, Technical Groups, Disaster Managers.

2.0 SHELTER PROGRAMME

JUSTIFICATION

The impact of any major disaster in the Territory will undoubtedly result in many persons being dislocated. One of the greatest needs will be to assist persons with temporary shelters. In keeping with the National Shelter Policy, a Shelter Programme will be developed which will feature plans to deal with shelters, shelter managers, victim registration, relief management and victim rehabilitation.

OBJECTIVES

- (i) To have structurally sound emergency shelters in the entire Territory that are capable of providing safe refuge for victims of a disaster
- (ii) To fully participate in, and benefit from, regional efforts geared at developing a Regional Shelters and Shelter Management Programme

OUTPUTS

- (i) Structurally sound shelters
- (ii) Persons trained in Emergency Shelter Inspection and Maintenance
- (iii) Shelter Identification and Inspection Guidelines

DESCRIPTION OF ACTIVITIES

The ODP has an ongoing Shelter Management Programme which first appeared in our 1992 Work Programme. Because of the ongoing nature of many of the programme activities, the Shelter Programme appears again in our 1995-1996 Work Programme. The following represents a description of the major activities of the programme.

2.1 REVIEW OF SHELTER ASSESSMENT SURVEY

The Shelter Assessment Survey was completed in November, 1994. This year the recommendations will be reviewed with a view to structuring an implementation schedule for the identified outstanding activities.

2.1.1 OUTPUT

- Implementation Schedule

2.2 SHELTER MANAGERS HANDBOOK/MANUAL

The ODP recently completed a Shelter Management Manual for the Territory. This manual was developed in an effort to implement a coordinated and standardized approach to Shelter Management in the BVI. This manual was received and noted by Executive Council on 18th January, 1995. The ODP plans to hold a one day workshop this year to introduce the manual to Shelter Managers.

2.2.1 OUTPUTS

- (i) Workshop
- (ii) Disseminated Shelter Manual

2.3 SHELTER MANAGERS TRAINING

During the workshop mentioned at 2.2, the training needs of Shelter Managers will be assessed and an appropriate action programme will be prepared. The third week in August is being set aside for the proposed Shelter Managers Training

2.3.1 OUTPUT

- Trained Shelter Managers

2.4 WELFARE/RELIEF SYSTEM/VICTIM REHABILITATION

The Welfare/Relief System as provided for in the BVT's Shelter Policy and Manual will be discussed and introduced to Shelter Managers during their training sessions.

2.4.1 OUTPUT

- Dissemination of information on welfare/relief system

2.5 PROCUREMENT OF SHELTER KITS

The provision of emergency supplies for all the Territory's emergency shelters is another major element of the BVI Shelter Programme. This is an ongoing project which began in 1992 when the ODP purchased supplies for the Territory's emergency shelters. In 1995 we hope to do further purchases of items to make up the kits.

2.5.1 OUTPUT

- 6 additional shelter kits

2.6 ADOPT A SHELTER PROJECT

In 1995, the ODP will continue with its efforts at encouraging private agencies and NGO's to "Adopt a Shelter" of their choice and retrofit to recommended structural standards. Increased emphasis will be placed on encouraging more local communities to be more pro-active in their own shelter upgrading and maintenance. This project will now come into full implementation as the Shelter Assessment Study is now complete.

2.6.1 OUTPUT

- Adopted Shelters

2.7 SHELTER RETROFIT PROJECT

With the completion of the Shelter Assessment Survey, a schedule for implementation will be established by the Shelter Sub-Committee in conjunction with the Public Works Department. It is hoped that this year, we will have more support from the Technical Agencies who will be involved in the implementation of this activity

2.7.1 OUTPUT

At least nine (9) retrofitted Shelters