

PART III. IMPLEMENTATION

SECTION 1. THE IDNDR SECRETARIAT OPERATING PLAN (October 1993-December 1994).

The IDNDR Secretariat's Strategy (Areas I - IV) is carried out through an IDNDR Secretariat Operating Plan. The Operating Plan comprises eight Programmes (A - H) as follows..

Area 1. Disaster Reduction Capacities, Technologies and Concepts...

Programme A.	Disaster Reduction Assessment, Enhancement, and Capacity Building.
Programme C1.	Fund Raising and Resource Mobilisation (For Disaster Reduction).

Area 2. Concerted International Action.

Programme B.	Support and/or Interaction with IDNDR Entities, International Actors and Sectors Concerned.
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Area 3. Awareness and Information.

Programme D	IDNDR/Disaster Reduction Awareness Raising, and Public/Media Information.
Programme E.	IDNDR/ Disaster Reduction Information/Data Resources and Networking

Area 4. IDNDR Secretariat Performance and Capacity.

Programme F	Policy/Planning, Organization, Monitoring and Reporting.
Programme G.	Administration, Financial Management, Technical Support.
Programme C2.	Fund Raising and Resource Mobilisation (For Secretariat).
Programme H.	Organization and Conduct of Major Events

Each Programme is divided into Programme Elements

By Strategic Area and Programme, the Programme Elements are as follows:

AREA 1. DISASTER REDUCTION CAPACITIES, TECHNOLOGIES AND CONCEPTS.

Programme A. Disaster Reduction Assessment, Development and Capacity Building.

Programme Elements:

- Definition and Maintenance of Country Disaster Reduction Profiles.
- Identifying and Correcting Major National Disaster Reduction Weaknesses.
- Post-Disaster Disaster-Reduction Lessons Learned Initiative.
- Integration of Disaster Reduction in Development and Development Assistance Policy and Planning.
- Collaboration with DMTP to Develop a Roving Disaster-reduction Workshop for Donor Organizations.
- Collaboration with DMTP in Regional and Country-level Workshops.
- Economic/cost benefit of Disaster Reduction
- International Focus on a Single Disaster Reduction Target (eg Schools).
- STC Demonstration Projects, IDNDR Projects

Programme C1. Fund Raising and Resource Mobilisation (For Disaster Reduction).

Programme Elements:

- The 1% for Disaster Reduction Initiative.
- Match-Making for Disaster Reduction.

AREA 2. CONCERTED INTERNATIONAL ACTION.

Programme B. Support and/or Interaction with IDNDR Entities, International Actors and Sectors Concerned.

Programme Elements:

- Agenda and Understandings for Concerted International Action in Disaster Reduction.
- Recruitment/secondment of staff to enable sustained interaction with and/or support of SHLC, STC, National Committees, Governments, Inter&Non-Governmental Organizations, etc. (by end 1993).
- Support to and Interaction with the Special High Level Council in Carrying out Commitments made in its 12 Point Plan of Action, and in Preparing for and Conducting Periodic Meetings.
- Support to and Interaction with IDNDR National Committees.
- Development of a Secretariat Strategy to interact with the private sector and motivate greater involvement in disaster reduction
- Preparation and Support of STC Meetings; holding of requested Consultative Meetings.
- Interaction and IDNDR Programme Development with UN Agencies
- Interaction and IDNDR Programme Development with International NGO's
- Interaction and IDNDR Programme Development with Private Sector
- Interaction and IDNDR Programme Development with Press and Audio/Visual Media.

AREA 3. DISASTER REDUCTION AWARENESS AND INFORMATION.

Programme D. IDNDR/Disaster Reduction Awareness Raising and Public/Media Information.

Programme Elements:

- Annual Organization and Promotion of IDNDR Day
- Development of a Strategy to Popularize and Market Disaster Reduction and the IDNDR Worldwide.
- Disaster Reduction Promotion in the Aftermath of Major Disasters.
- STOP Disasters: Continued bi-monthly publication of STOP Disasters; Bi-annual STOP Disasters readership survey and adapt in consequence
- Promotion of Universal use of STOP Disasters logo.

Programme E: IDNDR/Disaster Reduction Information/Data Resources and Networking.

Programme Elements:

- Development of capacity to inform or refer to information sources on IDNDR and Disaster Reduction Information
- Development of a Global Disaster Reduction Referral System (comparable to INFOTERRA).
- Maintenance of Information about IDNDR on UNIENET

AREA 4: IDNDR SECRETARIAT PERFORMANCE AND CAPACITY.

Programme F: Policy/Planning, Organization, Monitoring and Reporting

Programme Elements:

- Preparation and maintenance of an IDNDR Secretariat Strategy and Operating Plan (ongoing).
- Planning for Remainder of the Decade and Beyond. (including possible establishment of a

- permanent International Disaster Reduction Center).
- Integration of Disaster Mitigation Branch (organized geographically) with the IDNDR Secretariat into a DHA Disaster Reduction component; Secretariat to focus on D R advocacy, and DMB on D.R monitoring and programming
- Development of Regional IDNDR capacities for all regions, comparable to Latin America
- Progressive expansion of the Scientific and Technical Committee (STC) into other disaster management disciplines, and increased representation of women.
- Deactivation of the UN IDNDR Steering Committee and transfer of its responsibilities to the IASC
- Broadening of IDNDR Inter-Agency Working Group to include non-UN entities; establishment of work programme/concentration areas and rotating chairmanship.
- Establishment of rotation of Special High Level Council Membership (SHLC).
- Recruitment/secondment of a Necessary Secretariat/DM Staff.
- Preparation of a proposal for a single major target for the IDNDR (e.g. Schools) (early 1994)
- Periodic External Review of Secretariat Performance.

Programme G. Administration, Financial Management, Technical Support.

Programme Elements:

- Day to day administration and management.
- Management of the IDNDR Trust Fund.
- Computerization, establishment of LAN, hookup to UNIENET, INTERNET, training.

Programme C2. Fund Raising and Resource Mobilisation (For Secretariat).

Programme Elements

- For IDNDR Secretariat: Assured Funding of Core Staff and Functions.
- For World Conference (\$3m)

Programme H. Secretariat Organization and Conduct of Major Events.

Programme Elements:

- World Conference: Fund Raising and Resource Mobilization; Development of National and Regional Disaster Reduction Assessments; Information and Promotion...

SECTION 2. PROGRAMME ELEMENT SUMMARIES.

PROGRAMME ELEMENT SUMMARY.

AREA: I. DISASTER REDUCTION CAPACITIES, TECHNOLOGIES AND CONCEPTS..

Programme: B. Disaster Reduction Assessment, Development and Capacity Building.

Programme Element Number and Title: B-? The Disaster Reduction Lessons Learned Initiative.

Responsible Secretariat Staff:

Summary: (Description Justification and Purpose, Targets, Products, Beneficiaries, Participants etc:)

Summary: After a major disaster, the IDNDR Secretariat will offer the Government of the affected country the services of one or more specialists to work with the National IDNDR Committee in conducting an ex post facto "lessons learned" review of prevention, mitigation or preparedness issues which contributed to or reduced the negative effect of the hazard. These "lessons learned" will be a basis for developing remedial measures and training programmes, if found necessary.

Justification and Purpose: The positive side of disasters is that the raised social and political sensitivities to disaster-related issues open a window of opportunity for bringing attention and funds to needs which might otherwise go unattended. A stand-by international mechanism to take advantage of such opportunities would have practical, positive effects. The threefold purpose of this initiative would be: 1) to increase consciousness and knowledge about disaster reduction; 2) to tie strengthening measures to needs identified through experience; 3) to demonstrate the "value added" of the IDNDR.

Key Dates Actions/Events:

Status (at), Next Actions and Comments:

Costs (Indicative - based on 4 missions a year): Staff (3) \$120,000, Travel: \$60,000, Misc: \$10,000
Total \$180,000

Funding and Resources Available:

Awaited:

Needed:

PROGRAMME ELEMENT SUMMARY.

AREA I: DISASTER REDUCTION CAPACITIES, TECHNOLOGIES AND CONCEPTS.

Programme: B. Disaster Reduction Assessment, Development and Capacity Building.

Programme Element Number and Title: **Country Disaster Reduction Profiles**

Responsible Secretariat Staff:

Summary: (Description Justification and Purpose, Targets, Products, Beneficiaries, Participants etc.)

Key Dates Actions/Events:

1. Working Draft Outline of a Profile for a few countries already well known to DM Staff.
2. Determination of information sources.
3. Completion of the Profile
4. Agreement with DMTP and/or Resident Co-ordinator (s) to maintain

Status (at), Next Actions and Comments:

Costs (Indicative p a):

Funding and Resources Available.

Awaited:

Needed:

PROGRAMME ELEMENT SUMMARY.

AREA I. DISASTER REDUCTION CAPACITIES, TECHNOLOGIES AND CONCEPTS..

Programme C-1 Fund Raising and Resource Mobilisation (for Disaster Reduction).
Programme Element Number and Title: **The 1% for Disaster Reduction Initiative.**

Responsible Secretariat Staff:

Summary: (Description Justification and Purpose, Targets, Products, Beneficiaries, Participants etc:)

Description: A Statement of Intent is signed between the IDNDR Secretariat and individual international donors (Governments, non-governmental and intergovernmental organizations), that for the period of the Decade, in cases of natural disasters, the donor will add to its total emergency assistance a 1% contribution to a disaster reduction programme to benefit the affected country. The donor will make the contribution bilaterally or through a multilateral channel as he sees fit. The IDNDR Secretariat will maintain and publicize summaries of projects and funding mechanisms. A roster of participants in the programme will be maintained and published in appropriate documentation (STOP Disasters, GA/ECOSOC Reports, IDNDR publications etc.) along with any project/or programmes funded in that manner.

Justification and Purpose: Disaster relief captures international headlines and resources. Disaster reduction does not. Yet there are repeated statements of the importance of disaster prevention, mitigation and preparedness (especially after a disaster has occurred). The threefold purpose will be: 1) to raise missing funds for disaster reduction projects; 2) to provide an original, newsworthy means of giving tangible evidence of commitment to disaster reduction; 3) to demonstrate the "value-added" of the IDNDR.

Key Dates Actions/Events:

Status (at), Next Actions and Comments:

Costs (Indicative p.a.). Staff: \$100,000 Travel: \$20,000 Misc: \$5,000: Total: \$125,000
Discuss and press for - individually with the UN organizations concerned - and jointly within the IDNDR Inter-Agency Working Group (see ?) the adoption of institutional IDNDR plans of actions/programmes that reflect respective areas of interest in disaster-reduction.

Funding and Resources Available:

Awaited:

Needed:

PROGRAMME ELEMENT SUMMARY.

AREA II. CONCERTED INTERNATIONAL ACTION FOR DISASTER REDUCTION.

Programme B. Support and/or Interaction with IDNDR Entities, International Actors and Sectors Concerned.

Programme Element Number and Title: **B7. Support to and Interaction with the Special High Level Council in Carrying out its Commitments made in its 12 Point Plan of Action, and in Preparing for and Conducting Periodic Meetings.**

Responsible Secretariat Staff:

Summary: (Description Justification and Purpose, Targets, Products, Beneficiaries, Participants etc:)

Key Dates Actions/Events:

Status (at), Next Actions and Comments:

Costs (Indicative p.a.):

Funding and Resources Available:

Awaited:

Needed:

DRAFT OF: 2 October 1993

PROGRAMME ELEMENT SUMMARY.

AREA 2. CONCERTED INTERNATIONAL ACTION

Programme B. Support and/or Interaction with IDNDR Entities, International Actors and Sectors Concerned.

Programme Element Number and Title: **Agenda and Understandings for Concerted International Action.**

Responsible Secretariat Staff:

Summary: (Description Justification and Purpose, Targets, Products, Participants etc.)

Key Dates Actions/Events

Status (at), Next Actions and Comments:

Costs (Indicative p.a.):

Funding and Resources Available:

Awaited:

Needed:

AREA 3 DISASTER REDUCTION AWARENESS AND INFORMATION.

AREA 4 IDNDR PERFORMANCE AND CAPACITY.

DOCUMENTO ORIGINAL EN MAL ESTADO

DRAFT OF: 2 October 1993

APPENDIX 1 TO SECTION 3

GANT CHART OF SECRETARIAT'S ACTION PLAN.

DRAFT OF: 2 October 1993

APPENDIX 3 TO SECTION 3 MATRIX OF IDNR SECRETARIAT STRATEGY AND ACTION PLAN.

INDR SECRETARIAT STRATEGY AND PLAN OF ACTION - MATRIX

PROGRAMME AREAS

Page

- A. DISASTER REDUCTION ASSESSMENT, ENCHANCEMENT AND CAPACITY BUILDING
- B. SUPPORT AND/OR INTERACTION WITH INDR ENTITIES, INTERNATIONAL ACTORS AND SECTORS CONCERNED
- C1. FUND RAISING AND RESOURCE MOBILISATION (FOR DISASTER REDUCTION)
- D. INDR/DISASTER REDUCTION AWARENESS RAISING, AND PUBLIC/MEDIA INFORMATION
- E. INDR/DISASTER REDUCTION INFORMATION/DATA RESOURCES AND NETWORKING
- F. POLICY/PLANNING, ORGANISATION, MONITORING AND REPORTING
- G. ADMINISTRATION, FINANCIAL MANAGEMENT, TECHNICAL SUPPORT
- C2. FUND RAISING AND RESOURCE MOBILISATION (FOR SECRETARIAT)

Page 1
Updated on: 2.9.93

STRATEGY SECTOR I. DISASTER REDUCTION DEVELOPMENT				
PROGRAMME AREA A: DISASTER REDUCTION ASSESSMENT, ENHANCEMENT AND CAPACITY BUILDING PURPOSE : Ensure adequate conceptual, organizational and management capacity to carry out secretariat function				
ACTIVITIES	PROGRAMME ELEMENTS	PURPOSE/TARGETS	IMPLEMENTATION	SR
A1	SECRETARIAT/DMB INTEGRATION			
A2	IDNDR REGIONAL CAPACITIES 2.1 Latin America and Caribbean 2.2 Africa 2.3 Europe and NIS 2.4 Arab states 2.5 Asia and Pacific		Swedish-funded IDNDR rep. in Costa Rica since 06/92	A.2.1. Fully operational, 26 countries visited. First report filed. Request made for JPO assistant

<p>A3. SCIENTIFIC AND TECHNICAL COMMITTEE (STC)</p> <p>3.1 Expansion of membership to other disaster reduction disciplines</p>	<p>To achieve a broader and more balanced representation and perspective on IDNDR programmes and activities. Also, to increase representation of women</p>	<p>STC membership will be kept at 24. Rotation of 1/3 of membership will take place every second year.</p>	<p>Letters sent (Aug 93) to all.</p>
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STRATEGY SECTOR II. CONCERTED INTERNATIONAL ACTION					
PROGRAMME AREA B: SUPPORT AND/OR INTERACTION WITH INDR ENTITIES, INTERNATIONAL ACTORS AND SECTORS CONCERNED					
PURPOSE					
ACTIVITIES	PROGRAMME ELEMENTS	PURPOSE/TARGETS	IMPLEMENTATION	SR	STATUS/COMMENTS
B1	SPECIAL HIGH LEVEL COUNCIL (SHLC)			LVE	
B2	SCIENTIFIC AND TECHNICAL COMMITTEE (STC)			LVE	
B3	INDR NATION COMMITTEES AND FOCAL POINTS			MX	
B4	UN SYSTEM				
B5	INTER-GOVERNMENTAL ORGANISATIONS				
B6	NON-GOVERNMENTAL ORGANISATIONS				
B7	PRIVATE SECTOR				
B8	ACADEMIC AND RESEARCH				

1.0 4
Updated on 2.9.93

STRATEGY SECTOR III. AWARENESS RAISING AND INFORMATION					
PROGRAMME AREA D: ICHDR/DISASTER REDUCTION AWARENESS RAISING, AND PUBLIC/MEDIA INFORMATION					
PURPOSE :					
ACTIVITIES	PROGRAMME ELEMENTS	PURPOSE/TARGETS	IMPLEMENTATION	LSR	STATUS/COMMENTS
D2	STOP DISASTERS				
D2.1	Reader Survey				

<p>D3.1 IDNDR/Disaster Reduction Marketing and Promotion Strategy</p>				<p>Letters sent (Aug 93) to all.</p>
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STRATEGY SECTOR III. AWARENESS RAISING AND INFORMATION				
PROGRAMME AREA E: IDNDR/DISASTER REDUCTION INFORMATION/DATA RESOURCES AND NETWORKING PURPOSE				
ACTIVITIES	PROGRAMME ELEMENTS	PURPOSE/TARGETS	IMPLEMENTATION	LSR
E1	ELECTRONIC SERVICES			
E1.1	UN, ENET	<ul style="list-style-type: none"> - Establish maximum electronic listings between IDNDR actors - Make comprehensive up-to-date information available on UN, ENEI 		

STRATEGY SECTOR IV. IDNDR SECRETARIAT PERFORMANCE AND CAPACITY					
PROGRAMME AREA F: POLICY/PLANNING, ORGANISATION, MONITORING AND REPORTING PURPOSE					
ACTIVITIES	PROGRAMME ELEMENTS	PURPOSE/TARGETS	IMPLEMENTATION	LSR	STATUS/COMMENTS
F1	IDNDR SECRETARIAT STAFF AND OPERATIONS				
F2	FOR WORLD CONFERENCE				
F3	FOR PROGRAMMES AND PROJECTS				

STRATEGY SECTOR IV. IDNDR SECRETARIAT PERFORMANCE AND CAPACITY					
PROGRAMME AREA G: ADMINISTRATION, FINANCIAL MANAGEMENT, TECHNICAL SUPPORT PURPOSE					
ACTIVITIES	PROGRAMME ELEMENTS	PURPOSE/TARGETS	IMPLEMENTATION	LSR	STATUS/COMMENTS
G3	COMPUTER CAPACITY				
G3.1	Hardware, software				
G3.2	E-Mail				
G3.3	Training				

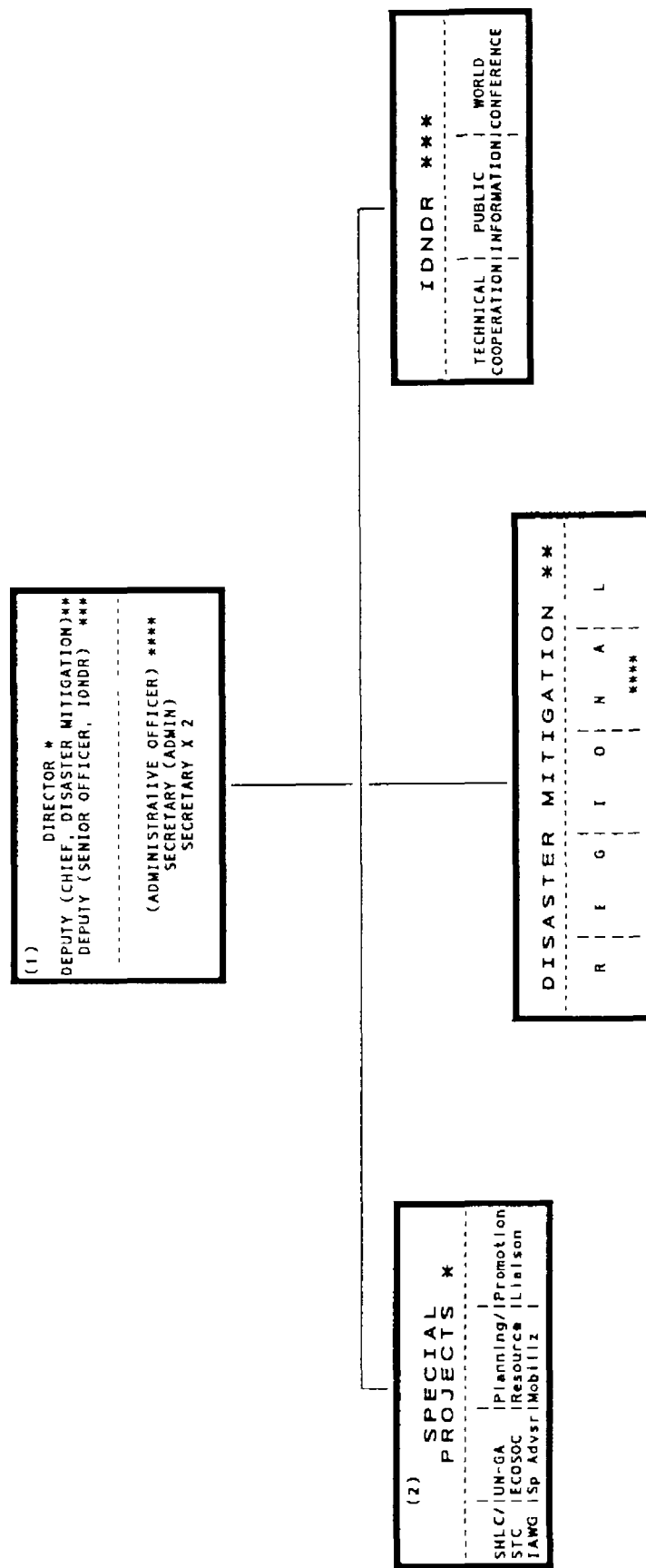
DRAFT OF: 28 September 1993

APPENDIX 1 TO PART II: PROGRAMME ELEMENT SUMMARIES.

DRAFT OF: 2 October 1993

**APPENDIX 2 TO SECTION 3 ORGANIGRAMME SHOWING INTEGRATION OF IDNDR
SECRETARIAT AND DM BRANCH.**

DHA DISASTER REDUCTION & MITIGATION



(1) Director's Office includes Heads of Units as indicated by *s and, tentatively, administrative duties for some staff members.

(2) Special Programmes may include duties given to staff members of DM and IDNDR, consultants, etc..

APPENDIX 3 TO SECTION 3 IDNDR SECRETARIAT: STATEMENT OF MISSION AND TASKS.

Function.

- Within the United Nations System, to play a catalytic and facilitating role in promoting the Decade' objectives.
- To be an international centre for the exchange of information on Decade Activities.
- To be a co-ordination facility for international IDNDR activities.
- To influence the scope and content of IDNDR activities.

Approach.

(Proactive, substantive and service-oriented.)

Staffing.

Funding.

Tasks.

Fund Raising and Resource Mobilization.

- For its own staff, administrative, and programme costs.
- For ...

Financial Management.

- Administration of the IDNDR Trust Fund.
- Institutional context (DHA).

Secretariat Interaction with and Support to Associated Bodies.

≡ National IDNDR Committees.

- The High Level Council.
- The Scientific and Technical Committee.
- The United Nations Steering Committee (?)
- The United Nations Inter-Agency Working Group.

Advisory.

- To the USG/DHA on the progress of the Decade in general, and on the related programmes and activities of the UN System in particular. This is done by
- To the USG/DHA, and when appropriate, through the USG/DHA to the Secretary-General, on

appointments to the Special High Level Council, and to the Scientific and Technical Committee.

Reporting on the IDNDR.

- To the Secretary General for ECOSOC and the General Assembly. This is done every two years. The IDNDR Secretariat drafts a report on This is reviewed by ... and is presented by . on behalf of the Secretary General and ...

Representation and Participation.

- At UN overseeing bodies: ECOSOC
- At international IDNDR meetings

Public Information and Awareness-Raising.

- (IDNDR information strategy)
- IDNDR Day
- "STOP Disasters".

Information Exchange, Referral and Storage.

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(Projects)

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DRAFT OF: 24 September 1993

**ANNEX MATRIX SHOWING SECTORS AND DISCIPLINES COVERED BY NATIONAL
COMMITTEES.**

SURVEY OF IDNDR SCIENTIFIC AND TECHNICAL COMMITTEES

	I	D	GOVERNMENT	NON-GOVERNMENTAL	ACADEMIC/RESEARCH	PRIVATE SECTOR	MEDIA
Mrs Amekalo-Mensah (Ghana)		AF			Industry		
Dr Arya (India)		SA			Earthquake- Engineering		
Prof Barbati (Italy)	E				Volcanology		
Dr Benblidia (Algeria)		AS	Land-use				
Dr Ben Sori (Morocco)		AS	Scientific Research				
Mr Brown (Jamaica)		C	DECEASED				
Mr Bruce (Canada)	NA		Meteorology				
Eng Cardanedo (Panama)		LA	Hydrometeorology				
Prof Cordani (Brazil)		LA			Geology		
Dr Giescchi (Peru)		LA			Seismology		
Prof Izrael (Fed. of Russia)	E				Hydrometeorology		
Dr Karlit (Czech)	E				Geophysicist		
Ms Kassaye (Ethiopia)				RESIGNED			
Dr Kcha (Finland)	E				Technical Research		
Dr Kingoita (Japan)	EA		Earth Science				
Dr Kintanaw (Philippines)		SEA	Meteorology				
Prof Lectat (Belgium)	E				Public Health		

SURVEY OF IDNR SCIENTIFIC AND TECHNICAL COMMITTEES

	I	D	GOVERNMENT	NON-GOVERNMENTAL	ACADEMIC/RESEARCH	PRIVATE SECTOR	MEDIA
Dr Mansure (France)	E		Geological Research				
Prof Odhiambo (Kenya)		AF			Insect Research		
Dr Pect (USA)	NA		Geology				
Prof Plate (Germany)	FC				Civil Engineering		
Eng Marrero (Venezuela)		LA				Engineering	
Ms Ruz de Elvira	E						Foreign Affairs
Dr Xie		EA	Engineering				