

Ministry of Climate Change & Adaptation



Corporate Plan

2016 - 2018



Vanuatu Meteorology & Geo-hazards Department



Department of Energy



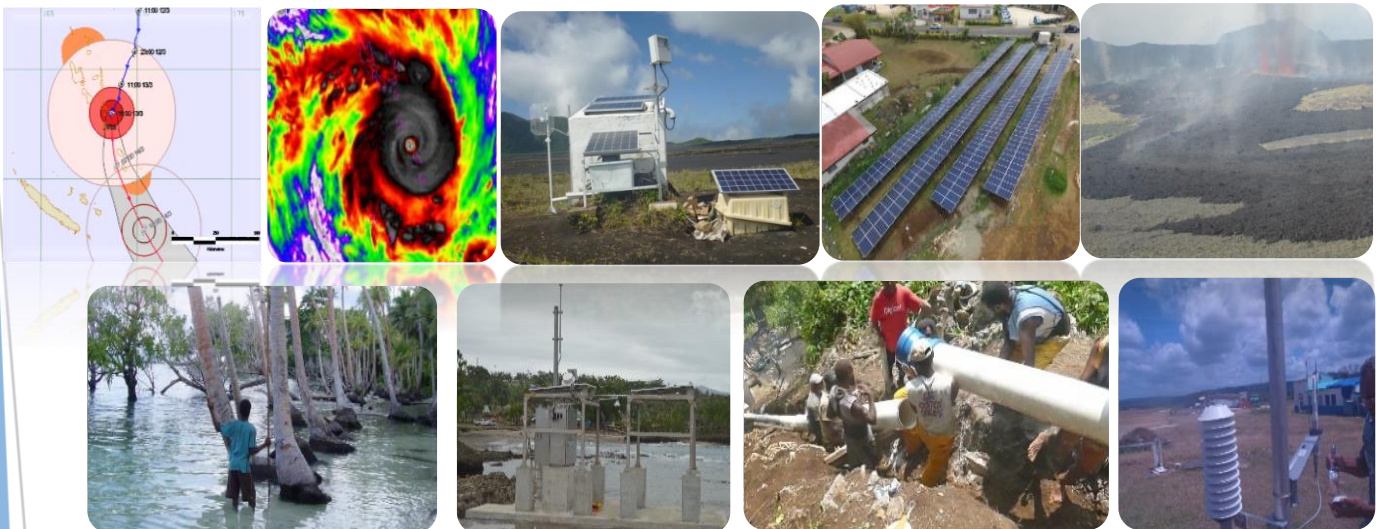
Department of Environmental Protection & Conservation



National Disaster Management Office



Corporate Services Unit



Vision

“Promote a resilient, sustainable, safe & informed Vanuatu “

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Office of
Minister of Climate Change & Adaptation
PMB 9054
Port Vila, Vanuatu

Honourable Minister Ham Lini VANUAROROA, MP
Minister for Climate Change & Adaptation

Ministry of Climate Change & Adaptation

Corporate Plan 2016 to 2018

It is with pleasure that I hereby present the 2016 to 2018 Corporate Plan for the Ministry of Climate Change Adaptation (MCCA), Meteorology & Geo-Hazards, Energy, Environment and National Disaster Management Office.

As the first Minister for the new Ministry when it was created in late 2013, it is with considerable pleasure that I read our new Corporate Plan. As a young Ministry, we have come a long way but we still have so much to do to achieve our Mission and Vision to support Government planning priorities and strategies as defined by the recently approved National Sustainable Development Plan 2016 - 2030.

A Corporate Plan is like a Road Map guiding a traveller along difficult pathways towards a far away and unfamiliar destination. To guide our journey, this Plan provides clear objectives, activities, identifies funding needs, human resources and indicators to track and report both achievements and issues needing resolution.

I look forward to actively support and progress the strategies in the MCCA Corporate Plan.

Yours sincerely,



Honourable Ham Lini VANUAROROA, MP

Vision

“Promote a resilient, sustainable, safe & informed Vanuatu.”

Mission

“Develop sound policies & legislative frameworks and provide timely, reliable scientific information for service delivery to enable resilient communities, a sustainable environment and economic development.”



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Introduction For MCCA Corporate Plan (2016 - 2018)



Director General, Jesse Benjamin

The Ministry of Climate Change Adaptation (MCCA) Meteorology and Geo- Hazards, Energy Environment and the National Disasters Management is relatively new. The Council of Ministers (COM number 18/2013), strongly supported the re-alignment of Departments from other Ministries in a new organisation. An examination of the Departments comprising the Ministry makes the purpose of this strategic amalgamation clear – bringing together the key government of Vanuatu agencies with responsibilities for environmental, Climate Change Adaptation and Disaster Risk Reduction issues.

This new Ministry has already established itself in the Pacific as “*iconic.*” We are the first Pacific nation to combine Government Departments in a coordinated manner to deal with the challenges of Climate Change. The world is watching what we do in regards to developing legislation, policy and procedures, funding facilities, partnership agreements with key donors and sectoral agencies as well as putting together an exciting team of Ni-Vanuatu professionals, building capacity for management, reporting and research.

Vanuatu’s National Sustainable Development Policy (2016 to 2030) clearly defines Policy Pillars with Goals and Objectives that have strongly guided this newly drafted Corporate Plan. Our newly approved “Climate Change & Disaster Risk Reduction Policy 2016 – 2030” sets targets for advocating and mainstreaming Climate Change and Disaster Risk reduction activities not merely across our Ministry’s Departments but in all sector partner agencies at regional, national, provincial level and of course, in our communities. The recent Sendai Framework has also assisted in defining planning objectives.

However, as a new Ministry, we face many challenges. This 2016 - 2018 MCCA Corporate Plan for the Ministry provides not merely a planning document but a practical guide to more fully articulate the purpose and role of our Ministry in multi-hazard planning and response.

“Planning is a bit like driving a car. You can look backwards through the rear view mirror to see what’s behind to guide your movements but that’s a very narrow view. It’s better to look through the broad windscreen in front of you to get a wider view of what’s ahead so as to respond to what you facing right now.”

Finau Limoli IFRC LL Learned Cyclone Pam Workshop 2015

Corporate Planning is an effective management tool because it identifies opportunities to strengthen our responses not merely for cyclones but other catastrophic events to meet the current vision, mission and objectives of the Government and our Ministry but also looks through that broad windscreen to respond to future needs. Flexible planning strategies need to

be developed to ensure that Ministry will be prepositioned to meet both organisational challenges and natural hazard responses.

I hardly need to remind you that Vanuatu is ranked as the country with the highest exposures to multiple hazards in the world. Almost 81% of the country's landmass and 76% of its population are vulnerable to multiple hazards, many arising from Climate Change including:

- Volcanic eruptions
- Cyclones
- Earthquakes
- Tsunamis
- Storm surges (both cyclonic and non-cyclonic);
- Coastal and river flooding including flash flooding of small streams, and major flooding from larger rivers;
- Landslides and debris flow;
- Droughts, both short and long-term;
- Sea Level Rises.

The recent experience of the Category 5 Cyclone Pam gave our young Ministry the opportunity to test our responses and coordination. Cyclone Pam also clearly identified gaps in resourcing – human, infrastructure, equipment and financial – as well as organisational issues of policy and procedures, legislation and Departmental structures.

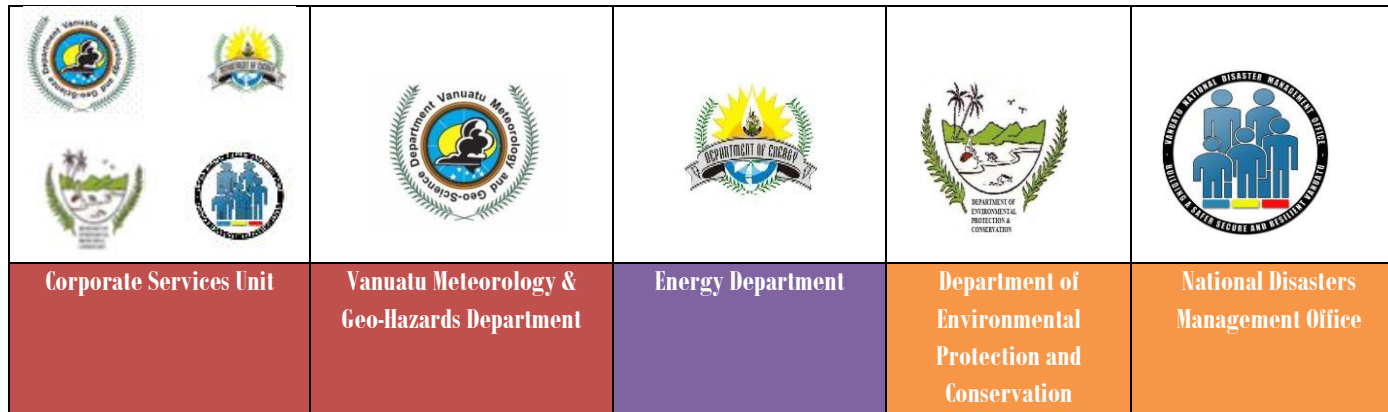
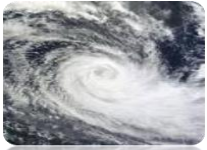
“We go through the present blindfold. Only later, when the blindfold is removed and we examine past experiences, do we realise what we've been through and better understand what we must do in the future.” Milan Kundera

This Corporate Plan will use those difficult lessons of past years to guide our vision of the new Ministry's potential and purpose, as it moves forward over the next few years to a safer, more resilient future founded jointly on not only the latest technology and scientific research but also proudly on Vanuatu's historical traditional coping strategies.

Yours sincerely

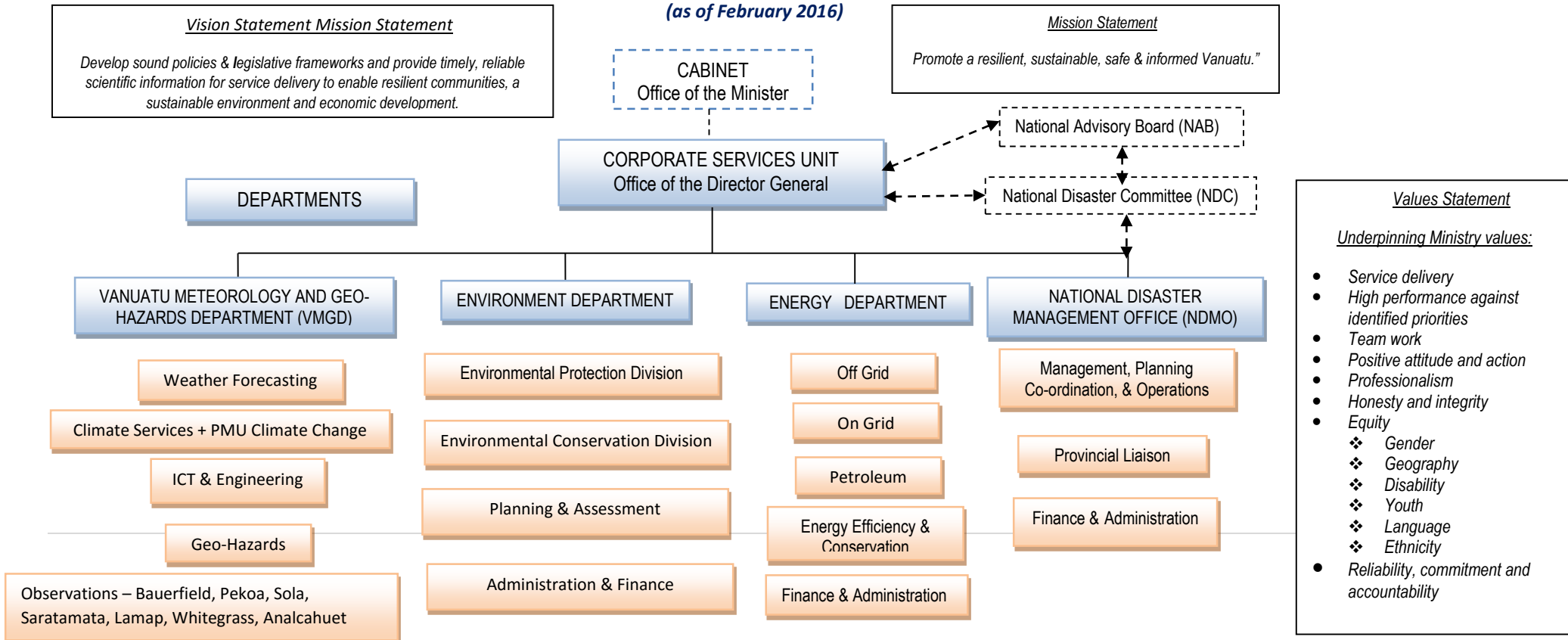



Jesse Benjamin
 Director General
 Ministry of Climate Change & Adaptation



MINISTRY OF CLIMATE CHANGE ADAPTATION, METEOROLOGY & GEO-HAZARDS, ENERGY, ENVIRONMENT & NATIONAL DISASTER MANAGEMENT OFFICE (NDMO) ORGANISATIONAL STRUCTURE

(as of February 2016)



Ministry Of Climate Change, Meteorology & Geo-Hazards, Energy, Environment & National Disaster Management Office

PAA & PLAS VISION STATEMENT

“Recommitting to reform to achieve a just, educated, healthy and wealthy Vanuatu”

MINISTRY VISION STATEMENT

“Promote a resilient, sustainable, safe & informed Vanuatu.”

MINISTRY’S MISSION STATEMENT

“Develop sound policies & legislative frameworks and provide timely, reliable scientific information for service delivery to enable resilient communities, a sustainable environment and economic development.”

Corporate Services Unit Objectives

- 1. Support an enabling framework to develop and promote good governance and resource utilisation through reporting (M&E), provision of sound advice to GoV, Legislative + Policy Frameworks, Planning & Budgeting and Donor harmonisation)*
- 2. Strengthen people to support strategic objectives (restructures & staffing, PMA, capacity building & training, Succession Planning, Retirement)*
- 3. Resource the Ministry to deliver strategic objectives (funding, equipment, infrastructure, Convention & membership fees)*

Vanuatu Meteorology & Geo-Hazards Department (VMGD) Objectives

- 1. Improve enabling environment for development and improvement of weather, climate, climate change, water, volcano, earthquake and other related environment and geo-hazard information and services*
- 2. Undertake institutional reform to improve service delivery*
- 3. Improve the Human Resource capacity of VMGD*
- 4. Improve communication and delivery of weather, climate, climate change, flood, volcano, earthquake information, forecasts, services and warnings.*
- 5. Design and implement VMGD education and awareness initiatives on weather, climate, climate change, flood, volcano, earthquake information, forecasts, services and warnings.*

6. *Support research, science and technology*
7. *Improve quality, timeliness and availability of forecasts, warnings and services*
8. *Improve accuracy, timeliness and quality of geo-hazards information, alerts, warnings and services*
9. *Improve quality, timelines, availability, accessibility, presentation and delivery of observation data, weather, climate, flood and geo-hazards information, forecasts, warnings and services both within VMGD and among its divisions and, to VMGD's clients*

National Disaster Management Office (NDMO) Objectives

1. *Strengthen the NDMO governance framework through reporting/M&E, planning, budgeting, resourcing, legislation, policy and procedures and by advocacy for DRM & CC mainstreaming.*
2. *Improve Disaster Risk Management (DRM) coordination arrangements with all stakeholders at regional, national, provincial and community levels.*
3. *Enhance Disaster Risk Management (DRM) operations preparedness, response and recovery for a safer, secure & resilient Vanuatu.*
4. *Facilitate harmonization and mainstreaming to promote coherence between Disaster Risk Management including Climate Change approaches, systems, programmes and stakeholders involved in development (preparedness, response & recovery)*

Department of Energy Objectives

1. *Enhance service delivery of the Department*
2. *Achieve Greater Diversity of Energy Sources*
3. *Improve Access to Electricity*
4. *Advance Energy Efficiency and Conservation Methods*
5. *Strengthen Linkages for Progressing Development*
6. *Promote Reliable, Secure and Affordable Petroleum and Gas Supply*

Department of Environmental Protection & Conservation Objectives

1. *Develop appropriate legislation to lead and guide 'clean, resilient and sustainable development'*
2. *Strengthen compliance & enforcement of environment legislation, regulations and policies*
3. *Enhanced coordination between all stakeholders (government sector, private sector, Donor partners, & NGOs)*
4. *Develop and implement the 'National Environment Policy' with the focus on 'Green Economy'*
5. *Improve the resourcing, revenue collection, and working environment for DEPC*

VALUES

The Values that underpin the work of the Ministry are:

- Service delivery
- High performance against identified priorities
- Team Work
- Positive attitude and action
- Professionalism
- Ethical - honest and transparent
- Equity
 - Gender
 - Geographic
 - Disability
 - Youth
 - Language
 - Ethnicity
- Environmentally responsible
- Reliability, commitment and accountability

ENVIRONMENTAL SCAN AUGUST 2015–
STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS

STRENGTHS		WEAKNESSES	
INTERNAL	EXTERNAL	INTERNAL	EXTERNAL
<ul style="list-style-type: none"> • Planning for next 3 years gives direction to activities • Well Qualified Staff • Strong Organizational culture • Complementarity and Synergies of the Departments under the Ministry of Climate Change. • Upgrading of units to full departments • Strong Leadership • Timely reporting • Efficient ICT support • Innovation (Technology, Policies, Processes) • Committed staff at department level • Relevant Historical data • National Energy road map in place • Approval of new structures • Demonstrated achievements and resources established. • Access to technical expertise • Commitment to understand and address community needs • Humanitarian coordination architecture in place • Legislations & policies developed • Electronic information networks • Access to media 	<ul style="list-style-type: none"> • Strong collaboration and support from Humanitarian & Development network, Private sectors and other Government Ministries • Access to Technical support and capacity buildings initiatives • Strong partnership with provincial government and humanitarian agencies • Strong political will 	<ul style="list-style-type: none"> • Delay of staff recruitment • Inadequate Budget support for HR and operations • Lack of office facilities at National and provincial level • Gaps in policies + legislative frameworks • Delay of structure approvals • Lack of reliable and accessible scientific Data • Lack of HR development plan • Deficiency in current DM legislation • PMU staffed by project not permanent • Undefined DRR/CC mainstreaming agenda • Inadequate level of Staffing • Inadequate office space • Lack of library & information resource centre • No clear national & international guidelines for disaster response • 80% of budget to staffing not enough for operations • Time management • Coordination of departments need improvement • TA's expertise under-utilized • Lack of clear harmonized plans, vision and direction • Plans and budgets must be linked and realistic • No marketing and communication strategy 	<ul style="list-style-type: none"> • Impact of Natural Disasters on delivery timelines & budget • PSC slow to respond • So many projects creates issues with our internal capacity & harmonization • Limited support from regional institutions • Expensive to meet international obligations • Salary packages insufficient to attract qualified staff • No budget (Nat. Gov.) for DRM/CCA implementation of activities and programs • Lack of co-operation from stakeholders • High number of activities and stakeholders to manage • Lack of capacity of sectoral agencies to engage in NAB agenda • Delay of structure approvals • Lack of reliable and accessible demographic data • Spatial data sharing protocols not in place • Political instability • Lack of health & safety policy

←Well qualified team→		←Lack of Coordination→	
OPPORTUNITIES		THREATS	
INTERNAL	EXTERNAL	INTERNAL	EXTERNAL
<ul style="list-style-type: none"> • Interesting & Rewarding work • Quality management system (QMS) needed • Improved services delivery • Improved revenue collection • Institutional capacity development • Approval of New Structures • National EOC provides support mechanism with other line departments & provinces • Continuous improvement of coordination between main office and provincial offices • Harmonized processes among departments • Improve and implement communication strategy • Extend service delivery to provinces • New legislation will provide clear operational and enforcement framework • Awareness of legislations and policies for stakeholders • Increased access to reliable and affordable energy sources • Promotion of energy efficiencies • New technical and scientific equipment i.e. automatic weather stations, early warning systems, 	<ul style="list-style-type: none"> • Donor support & funding • Improve & broaden client relationships • Projects (funding opportunities) • Technical support • Training courses to improve capacity for MCCA staff • Strengthen linkages with regional organizations • NIE compliance needs progressing • Promote PPPs • Bringing in a more inter-operability and standardization in the region 	<ul style="list-style-type: none"> • Delay in structure approval • Vacant positions • Attitude/ work ethics • Political instability • Unsafe working environments • Health and safety policy needed • No sound policy • Not enough skilled human resources • Lengthily process to access emergency funds • Deficiency in current DRM legislation • Vacant positions not filed • Need for long term strategic approach to maximize recruitment outcomes i.e. Internship & HRD Strategy • Capacity to respond to natural disasters • Overlaps and duplications in CC/DRR roles • Senior management not always available • Lack of sustainability for projects • Lack of clarity with roles and responsibilities between departments • No proper channels of communications • Project management not strong in terms of financial reporting/ acquittals • Loss of faith in DEPC 	<ul style="list-style-type: none"> • Frequency & intensity of natural disasters increase Vanuatu's vulnerability to natural disasters • Political instability • Political influence • Outside influence from regional/international demanding specific conditions (one size fits all) • Commitment to meet international obligations, i.e. reporting, membership fees, etc. • Urbanization & migration create informal settlements • Losing donor support • Burdensome donor requirements, including timeframes multiple reporting formats • High expectations from donors, community & government • Low NAB member buy-in • Competing for resources from donors • Land issues and disputes

<ul style="list-style-type: none"> • NAB member & sector improves buy-in improves mainstreaming agenda • Develop overarching M&E framework • Promote diversity and equity in the workplace • Adopt successful models from other PICs for project and program approaches • Strengthen private sector, regional, provincial and community partnerships • Recent response to disasters • Demonstrates criticality of departmental responses and roles • Involve cabinet through regular meetings 			
← Earn Revenue for GoV →		← Interference →	

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Corporate Services Unit

Ministry of Climate Change & Adaptation



Corporate Plan

2016-2018

Corporate Services Unit (CSU)
Corporate Plan 2016 -2018

1. Support an enabling framework to develop and promote good governance and resource utilisation through reporting (M&E), provision of sound advice to GoV, Legislative + Policy Framework, Planning & Budgeting and Donor harmonisation.
2. Strengthen people to support strategic objectives (restructures & staffing, PMA, capacity building & training, Succession Planning, Retirement)
3. Resource the Ministry to deliver strategic objectives (funding, equipment, infrastructure)

Activity (How? & What?)	Timing (When)	Resources (Funding –How Much & From where)	Responsibility (Who?)	KPI	M&E (leave blank)
Objective: 1. Support an enabling framework to develop and promote good governance and resource utilisation (Reporting, provision of sound advice to GoV, Legislative + Policy Framework, Planning & Budgeting, M&E and Donor harmonisation)					
1.1 Reporting					
1.1.1 Annual Report drafted	February Annually	Internal	DG, FM, HRM Directors	Draft Report received from Directors in Feb annually	
Deliver Annual Report	March Annually	Print 90 copies 180,000 vt CSU Budget	DG, FM, Directors	Report delivered to Minister, PMO, PSC, all GoV DGs on time	
1.1.2 Annual Development Report (ADR)					
1.1.2 Prepare & submit ADR	April Annually	Internal	DG, EO, Directors	Report sent to DSPPAC on time	
1.1.3 COM Paper Implementation & Project Progress					
1.1.3 COM Paper Implementation & Project Progress Report	June Annually	Internal	DG, EO, Directors	Report sent to DSPPAC on time	

1.2 Provision of Sound Advice to GoV					
1.2.1 Briefings to MCCA Minister	Monthly	Internal	DG, EO, Directors, FM, HRM	Record and Minutes of Briefings	
1.2.2 DCO and COM Papers prepared	As needed	Internal	DG, EO, Directors,	COM & DCO Report (1.1.3) demonstrates preparation and implementation	
1.3 Legislative Framework for MCCA					
1.1 VMGD Act					
a) VMGD Legislation drafted by contracted TA	April/May 2015	UNDP	DG, EO, Director , (VMGD), TA	Draft circulated broadly for comment	
b) Stakeholder consultation held,	July 2015	As above		Stakeholder workshops held	
c) SLO & Law Reform Commission consulted	August 2015	As above	DG, EO, Director (VMGD), TA	SLO & LRC comments received	
d) VMGD Legislation sent to Parliament	September 2015	As above	DG TA	VMGD Legislation sent to Parliament	
1.3.2 NDM Act					
a) NDM Legislation drafted by contracted TA	Nov 2015	World Bank	DG & NDMO Director, TA	Draft circulated broadly for comment	
b) Stakeholder consultation held,	1 st Quarter 2016	World Bank	DG & NDMO Director, TA	Stakeholder workshops held	
c) SLO & Law Reform Commission consulted	April 2016	World Bank	DG & NDMO Director, TA, SLO and LRC	Draft act reviewed and approved	
d) NDM Legislation sent to Parliament	Sept 2016	Internal	DG & NDMO Director SLO	NDM Legislation sent to Parliament	
1.3.3 Energy Act					
a) Energy Act to be drafted by TA	Sept 2015	GIZ	DG, Director, TA, SLO	i) TA mobilised ii) Draft act to DG	

b) Act taken through consultation	4 th Quarter 2015 & 1 st Quarter 2016	GIZ	DG, Director, TA, SLO	i) sector stakeholders work shop ii) Draft Act to Law Reform Commission	
c) draft Act to Parliament	April 2016	Internal		Energy Act submitted to September Parliament sitting	
1.3.4 Environment Legislation					
<i>Refer DEPC Corporate Plan Objective 1 Legislative Framework</i>					
1.4 Policy Framework					
1.4.1 Climate Change Policy					
1.4.1 a) Climate Change Policy developed by TA	2014	GCCA & PRPP (UNDP)	DG, Director, TA	Draft policy ready for DCO/COM approval	
b) Stakeholder consultation	2014	GCCA & PRPP (UNDP)	DG, Director, TA	Broad stakeholder consultation reflected in policy revision	
c) Policy to DCO and COM for approval	Aug/Sept 2015	Internal	DG, Director		
1.5 Planning					
1.5.1 MCCA Corporate Plan					
1.5.1 Corporate Plan up-dated for 3 yr forward time frame	Feb Annually	Internal	DG Directors & MCCA team, TA	Corporate Plan updated annually & reported in Annual Report	
1.6 Budgeting					
1.6.1 Annual Budget prepared with forward costings staffing costs, retirement & redundancy packages and NPPs	June Annually	Internal	DG, Directors, FM	i) Budget prepared and submitted to MFEM by due date ii) Budget expenditure Report in Annual Report	
1.6.2 Ministerial Budget Committee Submission					
1.6.2 a) Draft MBC Submission	July August annually	Internal	DG, Directors, FM	MBS Submission prepared on time	
b) Prepare Powerpoints and folders	July/August	Internal	DG, Directors, FM	Folders & PowerPoints ready	

c) Present to MBC	Aug/Sept Annually	Internal	DG, Directors, FM	MBC Submission submitted on due date	
1.7 Donor Harmonisation					
1.7.1 MCCA personnel attend in country, regional and international meetings, summits, workshops and conferences	Various	Internal & donor	DG	Annual Report reports attendance	
Activity (How? & What?)	Timing (When)	Resources – With What? How Much & From where)	Responsibility (Who?)	KPI	M&E (leave blank)
2. Strengthen people to support strategic objectives (restructures & staffing, PMA, capacity building & training, Succession Planning, Retirement)					
2.1 Restructures					
2.1.1 Energy Department Restructure					
Implementation of new structure with additional staff contracted	June to Dec 2016	GoV	DG, Director, TA HRM (CSU)	Implementation Phase procedures in place and reported in Annual Report and Implementation Report to PSC	
2.1.2 NDMO Restructure					
Implementation of new structure with additional staff contracted	Jan to June 2016	GoV	DG, Director, TA HRM (CSU) PSC	Implementation Phase procedures in place and reported in Annual Report and Implementation Report to PSC	
2.1.3 DEPC Restructure					
a) Restructure to PSC Board	February 2015	TA (GfG funding)	DG, Director, TA	Restructure Submission signed by DG to PSC	
b) Implementation of new structure with additional staff contracted	Jan to June to Dec 2016 or 2017 (depending on PSC approval)	GoV	DG, Director, TA HRM (CSU) PSC	Implementation Phase procedures in place and reported in Annual Report and Implementation Report to PSC	

2.1.4 Department of Climate Change Adaptation					
a) Draft and Submit restructure to PSC	March 2016	TA (GfG funding)	DG, Director, TA	Restructure Submission signed by DG to PSC	
b) Costs included in NPP for MBC	July & Sept '16	TA (GfG funding)	DG, Director, TA FM (CSU)	NPP prepared and submitted	
c) Implementation of new structure with additional staff contracted	Jan to June 2017	GoV	DG, Director, TA HRM (CSU) PSC	Implementation Phase procedures in place and reported in Annual Report and Implementation Report to PSC	
2.1.5 Establishment of NAB Secretariat					
a) Draft and Submit restructure to PSC as White Paper	March 2016	TA (GfG funding)	DG, Director, NAB Sec Manager	White Paper to DCO & COM	
b) Draft and Submit restructure to PSC	May 2016	TA (GfG funding)	DG, Director, TA NAB Sec Manager,	Restructure Submission signed by DG to PSC	
c) Costs included in NPP for MBC	July & Sept '16	TA (GfG funding)	DG, Director, NAB Sec Manager, TA(CSU), FM	NPP prepared and submitted	
d) Implementation of new structure with additional staff contracted	June to Dec 2017	GIZ UNDP other donors tbc	DG, Director, NAB Sec Manager, HRM (CSU) PSC	Implementation Phase procedures in place and reported in Annual Report and Implementation Report to PSC	
2.2 Staffing:					
2.2 Ensure MCCA is adequately staffed to ensure high levels of service delivery					
2.2 a) MBC Submission includes requests for staff funding	Annually	GoV	DG, HRM, FM	MBC NPPs submitted on time	
2.2 b) Budgets include salary increases to recognise high performance based on PMA	Annually	GoV	DG, HRM, FM		

2.3 Performance Management Appraisal					
2.3.1 PMA s undertaken to improve staff performance and strengthen capacity	Jan, June, Dec annually	GoV	DG Directors, HRM, PSC	Reports in on time	
2.3.2 PMA Report to PSC	June/Dec	GoV	DG Directors, HRM, PSC	Reports in on time	
2.3.3 PMA Increments paid from CSU Budget under Cost Centre (PSC recommends .01% of MCCA Salary Budget)	Annually	176,000	DG FM Directors	i) PMA Report approved by Dg & PSC ii) Increments received	
2.3.4 DGs Incentive Program implemented	On-going	60,000 vt (5,000 vt per month)	DG FM Directors	Recipients reported in Annual Report	
2.4 Capacity Building					
2.4.1 Review Departmental Capacity Building Plans	Annually	Internal & Donor	DG Directors, HRM, TAs	Capacity Building Plans up-dated	
2.4.1 b) Training undertaken	On going	Internal & Donor	DG Directors, HRM, TAs	i) Training Report in Annual Report by Department ii) Regular reporting on return from training to VIPAM	
2.4.2 HRD Strategy for MCCA					
a) HRD Strategy for MCCA developed	1 st Quarter 2016	TA funded by GfG	DG, Directors, VIPAM, HRM, TA	Draft HRD Strategy to PSC	
b) HRD Strategy printed	April 2016	GoV 90,000 vt	DG FM	HRD Strategy printed and circulated	
2.4.3 Scholarships					
Assist MCCA staff to secure scholarships in annual scholarship cycle	By April annually	Donor, GoV, internal	DG, Directors, VIPAM, HRM, TA TSCU, Donors	Report scholarships in Annual Report	
2.5 Study Support					

2.5 a) Develop Study Support Policy	August 2015	TA funded by GfG	DG, Directors, VIPAM, HRM, TA		
2.5 b) Secure funding for implementation	Sept 2016	MCCA Internal Funding 250,000	DG FM	Funding secured	
2.5 c) Implement Study support program	Ongoing	Refer Above	DG FM HRM	2.5 c) Annual Report includes details of funding allocations	
2.6 Intern Program					
2.6 a) Develop Intern Policy	1 st Quarter 2016	TA funded by GfG & HRM	DG, Directors, VIPAM, HRM, TA	i) Policy circulated to MCCA ii) Policy approved by DG	
2.6 b) Secure funding for implementation	Nov 2015	Internal 240,000 6 interns x 40,000 each for 40 day input	DG FM, Directors	Funding secured/identified	
2.6 c) Implement Intern program	Xmas period annually	Ongoing	HRM	2.6 c) Annual Report includes details of Intern Program	
2.7 Succession Planning					
Undertake regular succession planning to ensure trained staff following retirement with 10 to 15 year forecasts	On-going	Internal	HRM, Directors, DG	Succession Plan included in Annual Report and Corporate Plan	
2.8 Retirement					
a) Ensure retirement forecasts are completed for 15 year timeframe	Ongoing	Internal	DG, Directors, HRM, FM (CSU) Finance Managers (departments)	Retirement Plan in Annual Report & Corporate Plan	
b) Plan for retirement & redundancy packages with NPP for MBC approval	May/June Budget annually, MBC Aug/Sept	GoV/MCCA 2016 projected costs 67,383,041	DG, Directors, HRM, FM (CSU) Finance Managers	NPP to MBC Submission to PSC & PMs Office	

2.9 Social Equity & Inclusion																	
2.9.1 Promote social inclusion																	
a) Support Gender & Protection Cluster in NDMO Response programs for women, children, disabled, elderly youth & children	On-going	Internal & donor	DG & NDMO Director	Report from Gender & Protection Cluster													
b) Draft a Social Safeguards Framework includes social inclusion issues	2 nd Quarter 2016	Internal & donor	DG Directors and TTA	SSF collaboratively developed													
c) Support and track gender and disability issues in MCCA	On-going	Internal	DG, Directors, HRM	Annual Report													
d) Gender Focal Point Officer selected	2016	Internal	DG, HRM	Annual Report													
Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & From where)	Responsibility (Who?)	KPI	M&E (leave blank)												
3. Resource the Ministry to deliver strategic objectives (funding, equipment, infrastructure, Convention & membership fees)																	
3.1 Funding																	
3.1.1 GoV Funding for MCCA Refer 1.6	Refer 1.6	Refer 1.6	Refer 1.6	Refer 1.6													
3.2 Infrastructure improved for effective Ministry operations																	
3.2.1 MCCA Building Refurbishment & Extension																	
a) Repair buildings after Cyclone Pam	2016	Donor funding	DG Directors FM (CSU)	Buildings repaired with report in Annual Report													
<table border="1"> <thead> <tr> <th>Item</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Head Office (VMGD Building) repairs;</td> <td>42 million vatu</td> </tr> <tr> <td>Bauerfield Weather Observation Office;</td> <td>8 million vatu</td> </tr> <tr> <td>Provincial VMGD Facilities;</td> <td>4 million vatu</td> </tr> <tr> <td>Damaged computer and technical equipment</td> <td>6 million vatu</td> </tr> <tr> <td>TOTAL</td> <td>60 million vatu</td> </tr> </tbody> </table>	Item	Cost	Head Office (VMGD Building) repairs;	42 million vatu	Bauerfield Weather Observation Office;	8 million vatu	Provincial VMGD Facilities;	4 million vatu	Damaged computer and technical equipment	6 million vatu	TOTAL	60 million vatu					
Item	Cost																
Head Office (VMGD Building) repairs;	42 million vatu																
Bauerfield Weather Observation Office;	8 million vatu																
Provincial VMGD Facilities;	4 million vatu																
Damaged computer and technical equipment	6 million vatu																
TOTAL	60 million vatu																

b) Extension to accommodate Environment Department and new Department of Climate Change Adaptation	2016	24 million vatu	DG Directors FM (CSU)	Building funding approved and building opened	
c) Identify funds	1 st Quarter 2016 through Reconstruction Committee	Energy & donors & Cyclone Pam funds	DG Directors FM (CSU) & Donor partners	Funding confirmed and dispersed	
d) Advertise & award contract through CTB	1st Quarter 2016	Energy & donors & Cyclone Pam funds	DG Directors FM (CSU) & Donor partners + MIPU Engineers architects	Contract advertised & contractor selected through CTB	
e) Building Opened	December 2017	Energy & donors & Cyclone Pam funds	Stakeholder workshops held	Building opened	
3.2 CSU assists Departments to secure funding for infrastructure					
Infrastructure funding utilised	On-going	GoV, Donors	DG Directors FM (CSU) & Donor partners	Refer Individual Department Reports for details	
3.3 National Implementation Entity for CC Funding: Target Date End 2017					
a) Undertake Progress Audit	Jan/Feb 2016	Internal	NAB Sec Manager & TA	Report on NIE Roadmap Check List	
b) Establish Audit & Ethics Committee	July 2016	Internal & GIZ	DG Directors NAB Sec Manager GIZ TAs x 4	i) Committee nominated and meeting ii) Report in Annual Report	
c) Ethics Policy for MCCA	4 th Quarter '16	Internal & GIZ	DG Directors NAB Sec Manager GIZ TAs x 4 Ombudsman's Office TIV	Ethics Policy approved	

d) Internal Auditor for PMU as per NIE Road Map	1 st Quarter 2017	Internal	DG, PMU, PSC	Internal Auditor employed in DCCA	
e) Corporate Plan 2016 – 2018 for MCCA	Feb 2016 & up-dated annually	Printing Costs 90,000vt	DG Directors TA	Corporate Plan with 3 year forecast developed annually Corporate Plan printed & distributed to PSC, PMO	
f) Budget Report for MCCA annually	April annually	Internal	FM (CSU)	Budget Report in Annual Report annually, distributed to PMO, PSC and sector stakeholders	
g) Procurement improved with Operations Manual	June 2017	Internal, GIZ	FM NAB, NAB Sec Manager GIZ TAs x 4, Betty Harry CTB	i) Procurement Ops Manual in place and utilised ii) Regular training on procurement undertaken for MCCA finance staff & project officer with Report in Annual Report	
h) Project Preparation & Appraisal Templates aligned with those of development partners	July 2017	GIZ	NAB Sec Manager GIZ TAs x 4	i) Templates developed and in use Record of Project appraisals through PMU endorsed by NAB	
i) Small Projects funding through Small Grants Program with policy, application forms and Review Panel for approval	1 st Quarter 2017	GIZ	NAB Sec Manager GIZ TAs x 4	Small Grants Program with policy, application forms and Review Panel for approval established	
j) Project Risk Assessment Operations Manual developed	2 nd quarter 2016	GIZ	NAB Sec Manager GIZ TAs x 4	Project Risk Assessment Operations Manual	
k) Align MFEM Project Reporting on Smartstream to PMU project procedure/reporting	3 rd Quarter 2016	GIZ	NAB Sec Manager GIZ TAs x 4	MFEM Project Reporting on Smartstream aligned to PMU project procedure/reporting with reports collated in Six Monthly Report	

l) M&E Framework and SOP for CC/DRR Projects	4 th Quarter 2016	GIZ	NAB Sec Manager GIZ TAs	M&E Framework and SOP for CC/DRR Projects in use	
3.4 Conventions & Membership Fees					
3.4.1 Assess and budget for Convention and membership fees across all Directorates of the Ministry	May annually	GoV/MCCA	DG, Directors, FM (CSU)	Fee compliance	
3.4.2 Prepare NPP for fees	May annually	GoV/MCCA 2016 - 13,192,809 vt	DG, Directors, FM (CSU)	Fees paid on time	



Vanuatu Meteorology & Geo-hazards Department



Corporate Plan 2016 -2018

Vanuatu Meteorology & Geo-Hazards Department (VMGD)
Corporate Plan 2016 - 2018

VMGD Objectives

1. *Improve enabling environment for development and improvement of weather, climate, climate change, water, volcano, earthquake and other related environment and geo-hazard information and services*
2. *Undertake institutional reform to improve service delivery*
3. *Improve the Human Resource capacity of VMGD*
4. *Improve communication and delivery of weather, climate, climate change, flood, volcano, earthquake information, forecasts, services and warnings.*
5. *Design and implement VMGD education and awareness initiatives on weather, climate, climate change, flood, volcano, earthquake information, forecasts, services and warnings.*
6. *Support research, science and technology*
7. *Improve quality, timeliness and availability of forecasts, warnings and services*
8. *Improve accuracy, timeliness and quality of geo-hazards information, alerts, warnings and services*
9. *Improve quality, timelines, availability, accessibility, presentation and delivery of observation data, weather, climate, flood and geo-hazards information, forecasts, warnings and services both within VMGD and among its divisions and, to VMGD’s clients*

Objective 1: Improve enabling environment for development and improvement of weather, climate, climate change, water, volcano, earthquake and other related environment and geo-hazard information and services					
Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & From where)	Responsibility (Who?)	KPI	M&E
1.1 Update and submit existing draft legislation for meteorological, geo-hazard and climate change in Vanuatu, to Council of Ministers.	Draft to Parliament 2015	Internal: ` External: Donor supported TA	Director, SLO	Baseline: Nil. Indicator: Existing draft legislation for meteorological, geo-hazard and climate change in Vanuatu updated and submitted to Council of Ministers. Source of verification: VMGD’s annual reports.	

1.2 Develop policy and / or related documents for weather information, forecasts, services and warnings for air navigation.	2015-2018	Internal:	Director, Manager- WFSD	Baseline: Nil. Indicator: Policy and / or related documents for weather information, forecasts, information, services and warnings for air navigation developed. Source of verification: VMGD's annual reports.	
1.3 Develop policy and / or related documents for weather information, forecasts, services and warnings for mariners.	2015-2018	Internal	Director, Manager- WFSD	Baseline: Nil. Indicator: Policy and / or related documents for meteorological information, forecasts, information, services and warnings for mariners developed. Source of verification: VMGD's annual reports.	
1.4 Develop policy and / or related documents for weather forecasts, information, services and warnings for general public and communities.	2015-2018	Internal	Director, Manager – WFSD	Baseline: Nil. Indicator: Developed policy and / or related documents for weather forecasts, information, services and warnings for the general public and communities. Source of verification: VMGD's annual reports.	
1.5 Develop national policy and / or related documents on provision of tropical cyclone forecasts, information, services and warnings.	2015-2018	Internal	Director, Manager- WFSD	Baseline: Nil. Indicator: Policy and / or other related documents on provision of tropical cyclone warnings is developed. Source of verification: VMGD annual reports.	
1.6 Develop policy and / or related documents for provision of forecasts, information, services and warnings on storm surges, swell and high waves.	2015-2018	Internal:	Director, Manager- WFSD	Baseline: Nil. Indicator: Developed policy and / or related documents for provision of forecasts, information, services and warnings on storm surges, swell and high waves. Source of verification: VMGD annual reports.	
1.7 Develop policy and / or other related documents on	2015-2018	Internal:	Director, Geo- Hazards manager	Baseline: Nil. Indicator: Policy and / or other related documents on early warning system for volcano developed.	

early warning system for volcano.				Source of verification: VMGD annual reports.	
1.8 Develop policy and / or other related documents on early warning system for earthquakes.	2015-2018	Internal	Director, Geo-Hazards manager	Baseline: Nil. Indicator: Policy and / or other related documents on early warning system for earthquake developed. Source of verification: VMGD annual reports.	
1.9 Develop policy and / or other related documents on drought.	2015-2018	Internal	Director, Climate Division Manager	Baseline: Nil. Indicator: National policy and / or other related instrument developed. Source of verification: VMGD's annual reports.	
1.10 Develop policy and / or related documents for communicating and delivering of weather forecasts, information, services and warnings via radio stations, local newspapers and, television station(s).	2015-2018	Internal	Director, WFSD Manager	Baseline: Nil. Indicator: Policy and / or related documents for communicating weather forecasts, information, services and warnings via radio stations, local newspapers and, television station(s). Source of verification: VMGD's annual reports.	
1.11 Establish formal arrangement between Governments Vanuatu and Fiji relating to exchanging and sharing of meteorology information, forecasts, services and warnings.	2015-2018	Internal	Director	Baseline: Nil. Indicator: Formal arrangement between the Governments of Vanuatu and Fiji established. Source of verification: VMGD annual reports.	
1.12 Establish formal working arrangement between VMGD and Department of Ports and Marine (DPM).	2015-2018	Internal: 300,000	Director, Manager-WFSD	Baseline: Nil. . Indicator: Formal working arrangement between VMGD and PMD established. Source of verification: VMGD's annual reports.	
Objective 2. Undertake institutional reform to improve service delivery					

2.1 Establish Meteorological Offices in all provinces with capability to deliver weather, climate, flood, volcano, seismic / earthquake and other related environment and geo-hazard information to communities.	2015-2018	Internal 1,000,000 External: 0	Manager Observations, Director	Baseline: Nil. Indicator: Meteorological Offices established in all provinces. Source of verification: VMGD's annual reports.	
2.2 Establish QMS unit within VMGD.	2015-2018	Internal 500,000	Director, QMS Manager	Baseline: Nil. Indicator: QMS unit established within VMGD. Source of verification: VMGD's annual reports.	
2.3 Re-adjust, review and update VMGD organizational structure for approval by PSC and MBC funding authorisation	March 2018	Internal	Director, All Managers	Baseline: Nil Indicator: VMGD organizational structure re-adjusted, reviewed and updated. Source of verification: VMGD annual reports.	
Objective 3. Improve the Human Resource capacity of VMGD through appropriate staffing, retention and training					
3.1 Train 3 new meteorologists.	2015-2018	Internal; 4,000,000 External: 6,000,000	HR, Director	Baseline: Nil. Indicator: 3 meteorologists recruited, all Forecasters are WMO Class 1 Meteorologist. Source of verification: VMGD's annual reports.	
3.2 Recruit 2 volcanologists.	2015-2018	Internal; 3,000,000 External: 0	HR, Director	Baseline: Nil. Indicator: 2 volcanologists recruited. Source of verification: VMGD's annual reports.	
3.3 Recruit 2 seismologists.	2015-2018	Internal 3,000,000 External 0	HR, Director	Baseline: Nil. Indicator: 2 seismologists recruited. Source of verification: VMGD's annual reports.	
3.4 Recruit computer software / application programmer.	2015-2018	Internal 2,000,000 External 0	HR, Director	Baseline: Nil.	

				<p>Indicator: Computer software / application programmer recruited.</p> <p>Source of verification: VMGD’s annual reports.</p>	
3.5 Recruit electronic engineer.	2015-2018	Internal 2,000,000 External 0	HR, Director	<p>Baseline: Nil.</p> <p>Indicator: Electronic engineer recruited.</p> <p>Source of verification: VMGD’s annual reports.</p>	
3.6 Recruit seismology technician.	2016	Internal 2,000,000	HR, Director	<p>Baseline: Nil.</p> <p>Indicator: Seismology technician recruited.</p> <p>Source of verification: VMGD’s annual reports.</p>	
3.7 Review Aeronautical Meteorological Observers (AMO) Competency Assessment’s manual.	2015-2018	Internal	QMS Manager	<p>Baseline: Nil.</p> <p>Indicator: AMO competency assessment manual developed.</p> <p>Source of verification: VMGD’s annual report.</p>	
3.8 Assess weather observers using AMO competency assessment manual.	2015-2018	Internal	QMS Manager	<p>Baseline: Nil.</p> <p>Indicator: Weather observers assessed using AMO competency assessment manual.</p> <p>Source of verification: VMGD’s annual reports.</p>	
3.9 Conduct competency assessment on AMF.	2015-2018	Internal	QMS Manager	<p>Baseline: Nil.</p> <p>Indicator: Training provided to on competency assessment of AMF.</p> <p>Source of verification: VMGD’s annual report.</p>	
3.10 Training professional meteorologists in tropical cyclone forecasting.	2015-2018	Internal	Manager – WFSD, PTO	<p>Baseline: Number of tropical cyclone forecasters</p> <p>Indicators: Professional meteorologists trained in tropical cyclone forecasting.</p> <p>Source of verification: VMGD annual reports.</p>	
3.11 Organize and / or conduct training events in ICT for all VMGD’s staff members.	2015-2018	Internal resources & External 1,000,000	ICT Manager, PTO	<p>Baseline: Nil.</p> <p>Indicator: Training events in ICT for all VMGD’s staff members organized and/ or conducted.</p> <p>Source of verification: VMGD’s annual reports.</p>	

Objective 4: Improve communication and delivery of weather, climate, climate change, flood, volcano, earthquake information, forecasts, services and warnings.					
4.1 Develop and implement programmes to communicate, present and deliver tropical cyclones' information, advisories, warnings, outlook and services.	2015-2018	Internal 200,000 External:	Manager, WFSD	Baseline: Nil Indicator: Programmes to communicate, present and deliver tropical cyclones forecasts, information, services developed and implemented. Source of verification: VMGD's annual reports.	
4.2 Develop and implement programmes to communicate, present and deliver weather information, forecasts, warnings and services to marine sector	2015-2018	Internal 200,000	Manager, WFSD	Baseline: Nil Indicator: Programmes to communicate, present and deliver weather forecasts, information, warnings and services developed and implemented. Source of verification: VMGD's annual reports.	
4.3 Develop and implement programmes to communicate, present and deliver weather information, forecasts, warnings and services for general public.	2015-2018	Internal 200,000	Manager, WFSD	Baseline: Nil Indicator: Programmes to communicate, present and deliver weather forecasts, information, warnings and services developed and implemented. Source of verification: VMGD's annual reports.	
4.4 Develop and implement programmes to communicate, present and deliver weather information, forecasts, warnings and services to specific clients.	2015-2018	Internal 200,000	Manager, WFSD, COP	Baseline: Nil Indicator: Programmes to communicate, present and deliver weather forecasts, information, warnings and services to specific clients developed and implemented. Source of verification: VMGD's annual reports.	
4.5 Develop and implement programmes to communicate, present and deliver tropical cyclone information, forecasts, warnings and services to specific clients.	2015-2018	Internal 200,000	Manager, WFSD	Baseline: Nil Indicator: Programmes to communicate, present and deliver tropical cyclone forecasts, information, warnings and services to specific clients developed and implemented. Source of verification: VMGD's annual reports.	

4.6 Organize and produce documentary on droughts and traditional information / indicators.	2015-2018	Internal 200,000 External 1,000,000	Manager, Climate	<p>Baseline: Nil.</p> <p>Indicator: Documentary produced in English, French and Bislama languages</p> <p>Source of verification: (a) Documentary available in English, French and Bislama languages (i) on posters and books and, (ii) in electronic formats including CDs / DVDs and VMGD website and; (b) VMGD's annual reports.</p>	
4.7 Produce documentaries – climate information and sciences, ENSO and, traditional information related to weather and climate,	2015-2018	Internal Resources External 2,000,000	Manager, Climate	<p>Baseline: Nil.</p> <p>Indicator: Documentary produced in English, French and Bislama languages</p> <p>Source of verification: (a) Copies of documentaries in English, French and Bislama available (i) on posters and books and, (ii) in electronic formats including CDs / DVDs and VMGD website and; (c) VMGD's annual reports.</p>	
4.8 Produce calendars for traditional cropping.	2015-2018	Internal Resources External 400,000	Manager, Climate	<p>Baseline: Nil.</p> <p>Indicator: (a) Calendars on traditional cropping produced and published in English, French and Bislama languages</p> <p>Source of verification: (a) Copies of calendars on traditional cropping in English, French and Bislama languages (i) on posters and books and, (ii) on electronic formats including CDs / DVDs and VMGD website and; (b) VMGD's annual reports.</p>	
4.9 Exhibit or display VMGD products and services.	2015-2018	Internal Resources	Director, All Managers, COP	<p>Baseline: Nil.</p> <p>Indicator: VMGD products and services exhibited or displayed (i) during Vanuatu Science Week's events; (ii) at CFS and other schools throughout the country, (iii) at government's agencies and during related events,</p>	

				(iii) regional and international events hosted by the government and, (iv) other regional and international events. Source of verification: VMGD's annual reports.	
4.10 Present weather forecasts, information, services and warnings on TV.	2015-2018	Internal 500,000	Manager, WFSD	Baseline: Nil. Indicator: Weather forecasts, information, services and warnings presented on TV. Source of verification: VMGD's annual reports.	
4.11 Access to, and use / operate technology / techniques / methodologies / formats to improve quality, content, timeliness and presentation formats of weather forecasts, information, services and warnings on radio and TV stations, newspapers, for clients and centres.	2015-2018	Internal Resources External 5,000,000	Manager, WFSD	Baseline: Indicator: Technology / techniques / methodology / format for improving quality, content, timeliness and presentation formats of weather forecasts, information, services and warnings on radio and TV stations, newspapers, for clients and centres accessed to, and used. Source of verification: VMGD's annual reports.	
Objective 5: Design and implement VMGD education and awareness initiatives on weather, climate, climate change, flood, volcano, earthquake information, forecasts, services and warnings.					
5.1 Develop and conduct education and awareness programme on tropical cyclones and warnings.	2015-2018	Internal: 300,000	Manager, WFSD, COP	Baseline: Nil Indicator: Public education and awareness programmes on tropical cyclones and warnings developed and conducted. Source of verification: VMGD's annual reports.	
5.2 Develop and conduct education and awareness programme on weather	2015-2018	Internal: 300,000 External: 0	Manager WFSD, COP	Baseline: Nil Indicator: Public education and awareness programmes on weather forecasts, information,	

forecasts, information, services and warnings for marine sector.				services and warnings for marine sectors developed and conducted. Source of verification: VMGD's annual reports.	
5.3 Develop and conduct education and awareness programmes on marine weather forecasts, information, services and warnings issued for general public.	2015-2018	Internal: 300,000 External: 0	Manager, WFSD, COP	Baseline: Nil Indicator: Education and awareness programmes on weather forecasts, information, services and warnings issued for general public developed and conducted. Source(s) of verification: VMGD's annual reports.	
5.4 Develop and implement a strategy for education and awareness on climate, hydrology and drought products, information and, services.	2015-2018	Internal 300,000	Manager, Climate	Baseline: Nil Indicator: Strategy for education and awareness on climate, hydrology and drought products, information, services and warnings developed and implemented. Source of verification: (a) Copies of documented endorsed strategy and; (b) VMGD's annual reports.	
5.5 Establish Climate Field Schools (CFS).	2015-2018	Internal Resources External 5,000,000	Manager, Climate	Baseline: Nil. Indicator: CFSs established and operational. Source of verification: VMGD's annual reports.	
5.6 Develop and conduct public education and awareness activities on tsunami.	2015-2018	Internal Resources External 300,000	Manager, Geo-Hazards, COP	Baseline: Nil. Indicator: Public education and awareness activities on tsunami developed and implemented Source of verification: VMGD's annual reports.	
5.7 Develop and conduct public education and awareness activities on earthquakes.	2015-2018	Internal 300,000	Manager, Geo-Hazards, COP	Baseline: Nil. Indicator: Public education and awareness activities on earthquakes developed and implemented. Source of verification: VMGD's annual reports.	

5.8 Develop and conduct public education and awareness activities on volcano.	2015-2018	Internal 300,000	Manager, Geo-Hazards, COP	Baseline: Nil. Indicator: Public education and awareness activities on volcano developed and implemented. Source of verification: VMGD's annual reports.	
Objective 6: Support research, science and technology.					
6.1 Establish and conduct research in areas of weather, climate, climate change, water, volcano, earthquake and other related environment and geo-hazards.	2015-2018	Internal Resources	Research and Development Working Group, Managers	Baseline: Nil. Indicator: Research in areas of weather, climate, climate change, water, volcano, earthquake and other related environment and geo-hazards established and conducted. Source of verification: VMGD's annual reports.	
6.2 Establish and promote science and technology for sustainable development.	2015-2018	Internal Resources	Research and Development Working Group, Managers	Baseline: Nil. Indicator: Science and technology for sustainable development promoted. Source of verification: VMGD's annual reports.	
6.3 Manage, operate and / or access to mechanism(s) / system (s) for monitoring and displaying real-time observation data and information on tides and weather in Vanuatu through Tide Gauges and AWS.	2015-2018	Internal Resources	Manager, Geo-Hazards Manager Observations	Baseline: Nil. Indicator: Mechanism(s) / system(s) established, operated and / or accessed to for monitoring and displaying real-time observation data and information on volcano in Vanuatu. Source of verification: VMGD annual reports.	
6.4 Operate verification scheme for Terminal Aerodrome Forecast (TAF).	2015-2018	Internal Resources	Manager, WFSD	Baseline: Nil Indicator: Verification scheme for TAF established and operated by weather services section. Source of verification: VMGD annual reports.	
6.5 Operate quality control scheme for METAR and SPECI.	2015-2018	Internal Resources External 5,000,000	Manager WFSD	Baseline: Nil	

			Manager Observations	Indicator: Quality control scheme for METAR and SPECI established and operational. Source of verification: VMGD annual reports.	
6.6 Continue to meet ICAO Quality Management System (QMS) requirements for meteorology services for air navigation.	2015-2016	Internal Resources	QSM Manager Manager WFSD Manager Observations	Baseline: Nil. Indicator: Met ICAO QMS requirements for meteorological services air navigation safety Source of verification: VMGD's annual reports.	
6.7 Develop a cost recovery policy and / or other related documents.	2016	Internal Resources	Director	Baseline: Nil. Indicators: Cost recovery policy and / or other related documents developed. Source(s) of verification: VMGD annual reports.	
6.8 Establish mechanism(s) for regular dialogue between VMGD and mariners.	2015-2016	Internal Resources	Director, Manager WFSD	Baseline: Indicator: Mechanism(s) for regular dialogues established between VMGD and mariners. Source of verification: VMGD's annual reports.	
6.9 Improve quality, content and timeliness of weather information, forecast, information, services and warnings for each province.	2015-2016	Internal Resources External 5,000,000	Manager Observations Director Manager WFSD	Baseline: Nil. Indicator: Quality, content and timeliness of weather information, forecasts, services and warnings for each province improved. Source of verification: VMGD's annual reports.	
6.10 Improve quality, content and timeliness of weather information, forecasts, information, services and warnings to each focused-client.	2015-2017	Internal 0	Manager WFSD Director	Baseline: Weather forecasts, information, services and warnings for 7 days ahead for selected centres in Vanuatu (730 7 day forecast for selected centres issued twice per day). Indicator: Improved quality, content and timeliness of weather information, forecasts, services and warnings for each focused-client. Source of verification: VMGD's annual reports.	

6.11 Improve quality, content and timeliness of weather information, forecasts, information, services and warnings for selected centres within Vanuatu.	2015-2017	Internal 0	Manager WFSD Director	<p>Baseline: Weather forecasts, information, services and warnings for 7 days ahead for selected centres in Vanuatu (730 7 day forecast for selected centres issued twice per day).</p> <p>Indicator: Improved quality, content and timeliness of weather information, forecasts, services and warnings for selected centres within Vanuatu.</p> <p>Source of verification: VMGD's annual reports.</p>
6.12 Improve quality, content, timeliness and presentation in appropriate formats of weather information, forecasts, services and warnings for local and regional newspapers.	2015-2017	Internal Resources	Manager WFSD Director	<p>Baseline: Weather forecasts, information, services and warnings for IPV and Independent and Daily Post.</p> <p>Indicator: Improved quality, content, timeliness and presentation in appropriate formats of weather information, forecasts, services and warnings for IPV and Independent and Daily Post and other local and regional newspapers.</p> <p>Source of verification: VMGD's annual reports.</p>
6.13 Establish and conduct regular discussions with communities, marine sectors, aviation sector, provincial governments, newspapers and radio stations on improving services for their benefits.	2015-2017	Internal Resources	Manager WFSD COP	<p>Baseline: Nil.</p> <p>Indicator: Regular discussions with communities, marine sectors, aviation sector, provincial governments, newspapers and radio stations on improving services for their benefits established and conducted.</p> <p>Source of verification: VMGD's annual reports.</p>
6.14 Improve quality, content, timeliness and presentation in appropriate formats for tropical cyclone information, services, advisories and warnings and maintain distribution in Bislama.	2015-2017	Internal Resources	Manager WFSD Manager Geo-hazards	<p>Baseline: (a) Vanuatu TCWS and; (b) Vanuatu TCWC issues tropical cyclone information, advisories and warnings..</p> <p>Indicator: Quality, content, timeliness and presentation formats of tropical cyclone information, forecasts, services, advisories and warnings improved.</p> <p>Source of verification: VMGD annual reports.</p>

6.15 Improve quality, content, lead time and presentation formats of tropical cyclone outlook using TC module.	2015-2017	Internal Resources	Manager WFSD	Baseline: 3 days tropical cyclone outlook on VMGD's website. Indicator: Quality, content, lead time and presentation formats of tropical cyclone outlook improved. Source of verification: VMGD annual reports. ..	
6.16 Access to, and use / operate technology / techniques / methodologies / formats to improve quality, content, timeliness and presentation formats of tropical cyclones information, forecasts, services and warnings.	2015-2017	Internal Resources	Manager WFSD	Baseline: Nil. Indicator: Techniques and technology for improving quality, content, timeliness and presentation formats of tropical cyclone information, forecasts, services and warnings accessed to, and used. Source(s) of verification: VMGD's annual reports.	
6.17 Maintain another backup for RSMC Nadi.	2016	Internal Resources	Director Manager WFSD	Baseline: Nil. Indicator: VMGD, another backup for RSMC Nadi approved. Source of verification: VMGD annual reports.	
6.18 Manage and operate database for tropical cyclones and associated impacts.	2016	Internal Resources	Manager WFSD Manager Climate	Baseline: Nil. Indicator: Database for tropical cyclones and associated impacts established and operational Source of verification: VMGD annual reports.	
6.19 Develop integrated forecasting system in collaboration with ICT/Engineering Division.	2015-2018	Internal Resources External: 55,000,000	Director	Baseline: Nil Indicator: integrated forecasting system developed. Source of verification: VMGD annual reports.	
Objective 7: Improving quality, timelines, and availability of climate information, forecasts, warnings and services.					
7.1 Preserve historical meteorology / climatology / hydrology / agro-meteorology	2015-2018	Internal resources External 2,000,000	Manager Climate	Baseline: (a) Data for weather stations under digitization process; (b) 2007, 2009 and 2012 digitizing projects; (c) Digitizing equipment; (d) Dedicated	

and other related environment data for weather (synoptic) stations.			Manager Observations	archive room and; (e) Acid free boxes for storage of paper records of data. Indicator: Historical meteorology / climatology / hydrology / agro-meteorology and other related environment data for weather (synoptic) stations are preserved. Source of verification: VMGD's annual reports.	
7.2 Preserve historical meteorology / climatology / hydrology / agro-meteorology and other related environment data for climate stations.	2015-2018	Internal Resources	Manager Climate	Baseline: (a) Data for existing climate stations under digitization process; (b) 2007, 2009 and 2012 digitizing projects; (c) Digitizing equipment; (d) Dedicated archive room and; (e) Acid free boxes for storage of paper records of data. Indicator: Historical meteorology / climatology / hydrology / agro-meteorology and other related environment data for climate stations are preserved. Source of verification: VMGD's annual reports.	
7.3 Preserve rainfall and other meteorology / climatology / hydrology / agro-meteorology and other related environment data for Community-Based Rainfall Network's (CBRN) gauges' sites.	2015-2018	Internal Resources	Manager, Climate	Baseline: (a) Rainfall data for CBRN gauges' sites under digitization process; (b) 2007, 2009 and 2012 digitizing projects; (c) Digitizing equipment; (d) Dedicated archive room and; (e) Acid free boxes for storage of paper records of data. Indicator: Historical meteorology / climatology / hydrology / agro-meteorology and other related environment data for CBRN gauges' sites are preserved. Source of verification: VMGD's annual reports.	
7.4 Develop, establish, maintain and implement procedures for quality control of real-time	2015-2018	Internal Resources	Manager Observations	Baseline: Nil Indicator: Procedures developed, established, documented, implemented and maintained for quality	

observation data at VMGD HQ's server.				control of real-time observations data at VMGD HQ's server. Source of verification: VMGD's annual reports.	
7.5 Develop, establish, maintain and implement procedures for quality control real-time observation data at CliDE.	2015-2018	Internal Resources	Manager Climate Manager ICT	Baseline: Nil Indicator: Procedures developed, established, documented, implemented and maintained for quality control of real-time observations data at CliDE. Source of verification: VMGD's annual reports.	
7.6 Operate CliDE.	2015-2018	Internal Resources	Manager Climate Manager ICT	Baseline: Climate services section using CliDE for its database. Indicator: CliDE, as a long-term database is operational. Source of verification: VMGD's annual reports.	
7.7 Develop a process for easy and regular access to climate data stored in database such as CliDE by all VMGD's sections on request.	2015-2017	Internal Resources	Manager Climate Manager ICT	Baseline: Only climate services section has direct access to CliDE. Indicator: All VMGD's section had easy access to climate data. Source of verification: (a) CliDE statistics for each VMGD's section and; (b) VMGD's annual reports.	
7.8 Develop a process for access of climate data stored in databases incl. CliDE by other national government agencies on request.	2015	Internal Resources	Manager Climate	Baseline: Nil. Indicator: Easy and regular access to climate data by other government agencies. Source of verification: CliDE statistics and; (b) VMGD's annual reports.	
7.9 Develop and produce seasonal climate information, forecasts, services and warnings for Vanuatu.	2015-2018	Internal Resources	Manager Climate	Baseline: (a) Monthly climate bulletins and; (b) Special climate bulletins prior to eminent ENSO events. Indicator: Seasonal climate information, forecasts, services and warnings for Vanuatu developed and produced. Source of verification: VMGD's annual reports	

7.10 Develop and operate mechanism(s) for easy and regular access to seasonal climate forecast information, services and warning by users and general public.	2015-2018	Internal Resources	Manager Climate	<p>Baseline: (a) VMDG's website; (b) Government groups' email list and; (c) Other users' group email list.</p> <p>Indicator: Mechanism(s) for easy and regular access to climate information, forecasts, services and warnings developed and operational.</p> <p>Source of verification: VMGD's annual reports.</p>	
7.11 Maintain / sustain ENSO early warning system.	2015-2018	Internal Resources	Manager Climate	<p>Baseline: (a) Monthly climate bulletins; (b) Special climate bulletins prior to 2012 ENSO event and; (c) ENSO directive developed and operational in 2012.</p> <p>Indicator: Early warning system for ENSO developed, established, implemented and maintained / sustained.</p> <p>Source of verification: VMGD's annual reports.</p>	
7.12 Collect and integrate traditional information / indicators related to weather and climate with modern seasonal climate prediction sciences, information, services and warnings.	2015-2018	External 3,000,000	Manager Climate	<p>Baseline: Nil.</p> <p>Indicator: Traditional information / indicators collected and integrated with modern climate sciences, forecasts, information, services and warnings.</p> <p>Source of verification: VMGD's annual reports.</p>	
7.13 Produce annual climate summary for Vanuatu.	2015-2018	Internal Resources	Manager Climate	<p>Baseline: Nil.</p> <p>Indicator: Climate summary for Vanuatu produced for each year.</p> <p>Source of verification: VMGD's annual reports.</p>	
7.14 Establish, implement and maintain / sustain early warning system for drought monitoring.	2015-2018	Internal Resources	Manager Climate	<p>Baseline: Nil</p> <p>Indicator: Early warning system for droughts developed, implemented and maintained / sustained.</p> <p>Source of verification: VMGD's annual reports.</p>	
7.15 Assist Departments of Agriculture, Health, Hydrology	2014-2016	Internal Resources	Manager Climate		

and Energy to integrate and use climate and drought information, forecasts, services and warnings into its services.					
7.16 Establish early warning system with alignment to fields of health, hydrology and energy.	2015-2018	Internal Resources External: 10,000,000		Baseline: Nil Indicator: Early warning system re: health, hydrology and energy established. Source of verification: VMGD's annual reports.	
7.17 Restructure Climate Division	2016	Internal Resources		Baseline: Nil Indicator: Restructure complete Source of verification: VMGD's annual reports.	
7.18 Automat 50% of Vanuatu Rainfall Network sites.	2015-2018	Internal Resources External: 10,000,000		Baseline: Nil Indicator: VRN sites automated. Source of verification: VMGD's annual reports.	
Objective 8: Improving accuracy, timelines and quality of geo-hazards' information, alerts, warnings and services.					
8.1 Review and update needs for tsunami warning system at national government, each provincial government and Area Councils and communities' levels.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Needs for tsunami warning system at national government, each provincial government and Area Councils and communities' levels reviewed and updated. Source of verification: VMGD's annual reports.	
8.2 Collaboration and coordination with regional and international partners on early warning system for tsunami.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: VMGD collaborated with regional and international partners on early warning system for tsunami. Source of verification: VMGD's annual reports.	
8.3 Conduct needs analysis for early warning system for earthquakes at national government, each provincial	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Needs analysis for earthquake's early warning system at national government, each	

government and Area Councils and communities' levels.				provincial government and Area Councils and communities' levels conducted. Source of verification: VMGD's annual reports.	
8.4 Collaboration and coordination with regional and international partners on early warning system for earthquakes.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: VMGD collaborated with regional and international partners on early warning system for earthquakes. Source of verification: VMGD's annual reports.	
8.5 Conduct needs analysis for early warning system for volcano at national government, each relevant provincial government and Area Councils and communities' levels.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Needs analysis for volcano early warning system at national government, each provincial government and Area Councils and communities' levels conducted. Source of verification: VMGD's annual reports.	
8.6 Develop, implement, review and update early warning system for earthquakes at national government, each relevant provincial government and Area Councils and communities' levels.	2015-2018	Internal Resources External 15,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Early warning system for volcano developed, implemented, reviewed and updated at national government, each relevant provincial government and Area Councils and communities' levels. Source of verification: VMGD's annual reports.	
8.7 Collaboration and coordination with regional and international partners on early warning system for volcano.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: VMGD collaborated with regional and international partners on early warning system for volcano. Source of verification: VMGD's annual reports.	
8.8 Utilize tsunami risk mapping for Vanuatu.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Tsunami risk mapping for Vanuatu utilized. Source of verification: VMGD's annual reports.	

8.9 Utilize tsunami risk mapping for Port Vila and Luganville.	2016-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Tsunami risk mapping for Port Vila and Luganville utilized. Source of verification: VMGD's annual reports.	
8.10 Operate tsunami modelling systems for Port Vila and Luganville.	2015-2018	Internal Resources External 5,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Tsunami modelling systems for Port Vila and Luganville in operation. Source of verification: VMGD's annual reports.	
8.11 Improve advisories to local authorities on level of risk associated with tsunami.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Advisories to local authorities on level of risk associated with tsunami improved. Source of verification: VMGD's annual reports.	
8.12 Collaboration and coordination with regional and international partners on tsunami monitoring / observation data networks.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: VMGD collaborated with regional and international partners on tsunami monitoring / observation data networks. Source of verification: VMGD's annual reports.	
8.13 Utilize earthquake risk mapping for Vanuatu.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Earthquake risk mapping for Vanuatu is utilized. Source of verification: VMGD's annual reports.	
8.14 Utilize earthquake risk mapping for Port Vila and Luganville.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Earthquake risk mapping for Port Vila and Luganville utilized. Source of verification: VMGD's annual reports.	
8.15 Improve advisories to local authorities on level of risk associated with earthquakes.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Advisories to local authorities on level of risk associated with earthquake improved. Source of verification: VMGD's annual reports.	
8.16 Collaboration and coordination with regional and	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil.	

international partners on strengthen regional earthquake / seismic monitoring / observation data networks.				Indicator: VMGD collaborated with regional and international partners on earthquake / seismic monitoring / observation data networks. Source of verification: VMGD's annual reports.	
8.17 Utilize volcano hazard / risk mapping for Ambae, Ambrym, Gaua, Lopevi and Tanna.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Volcano hazard / risk mapping for Ambae, Ambrym, Gaua, Lopevi and Tanna utilized. Source of verification: VMGD's annual reports.	
8.18 Utilize volcano hazard / risk mapping for Vanuatu.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Volcano risk mapping Vanuatu utilized. Source of verification: VMGD's annual reports.	
8.19 Improve advisories to local authorities on level of risk associated with volcano.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: Advisories to local authorities on level of risk associated with volcano improved. Source of verification: VMGD's annual reports.	
8.20 Collaboration and coordination with regional and international partners on strengthening regional volcano seismic monitoring / observation data networks.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Nil. Indicator: VMGD collaborated with regional and international partners on volcano monitoring / observation data networks with Vanuatu and vice-versa. Source of verification: VMGD's annual reports.	
8.21 Establish and develop volcano hazard / risk mapping for Ambae, Ambrym, Gaua, Lopevi and Tanna.	2015-2018	Internal 1,000,000 External 10,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Volcano hazard / risk mapping for Ambae, Ambrym, Gaua, Lopevi and Tanna developed. Source of verification: VMGD's annual reports.	
8.22 Establish and develop volcano hazard / risk mapping for domestic air navigation.	2015-2018	Internal Resources External 5,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Volcano hazard / risk mapping for domestic air navigation developed.	

				Source of verification: VMGD's annual reports.	
8.23 Maintain and develop earthquake hazard / risk mapping for Vanuatu.	2015-2018	Internal Resources External 5,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Earthquake hazard / risk mapping for Vanuatu is established and developed. Source of verification: VMGD's annual reports.	
8.24 Establish and develop earthquake hazard / risk mapping for Port Vila and Luganville.	2015-2018	Internal Resources External 5,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Earthquake hazard / risk mappings for Port Vila and Luganville are established and developed. Source of verification: VMGD's annual reports.	
8.25 Establish and develop tsunami hazard / risk mappings for Port Vila and Luganville.	2015-2018	Internal Resources External 5,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Tsunami hazard / risk mapping for Port Vila and Luganville are established and developed. Source of verification: VMGD's annual reports.	
8.26 Develop tsunami hazard / risk mapping for Vanuatu.	2015-2018	Internal Resources External 5,000,000	Manager Geo-Hazards	Baseline: Nil. Indicator: Tsunami hazard / risk mapping for Vanuatu is established and developed. Source of verification: VMGD's annual reports.	
8.27 Continue to operate Volcan Tool: Volcanic Activity Analysis Tools.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Volcanic Activity Analysis Tools: Platform – unbuntu 10.04 and database – MySQL Indicator: Volcan Tool: Volcanic Activity Analysis Tools operated and managed by geo-hazard section. Source of verification: VMGD's annual reports.	
8.28 Coordinate with ICT / Engineering section for upgrading of, and / or additional to, Volcan Tool: Volcanic Activity Analysis Tools' hardware and software.	2015-2018	Internal Resources	Manager Geo-Hazards	Baseline: Indicator: Upgrading of, and / or additional to, Volcan Tool: Volcanic Activity Analysis Tools hardware and software coordinated. Source of verification: VMGD's annual reports.	

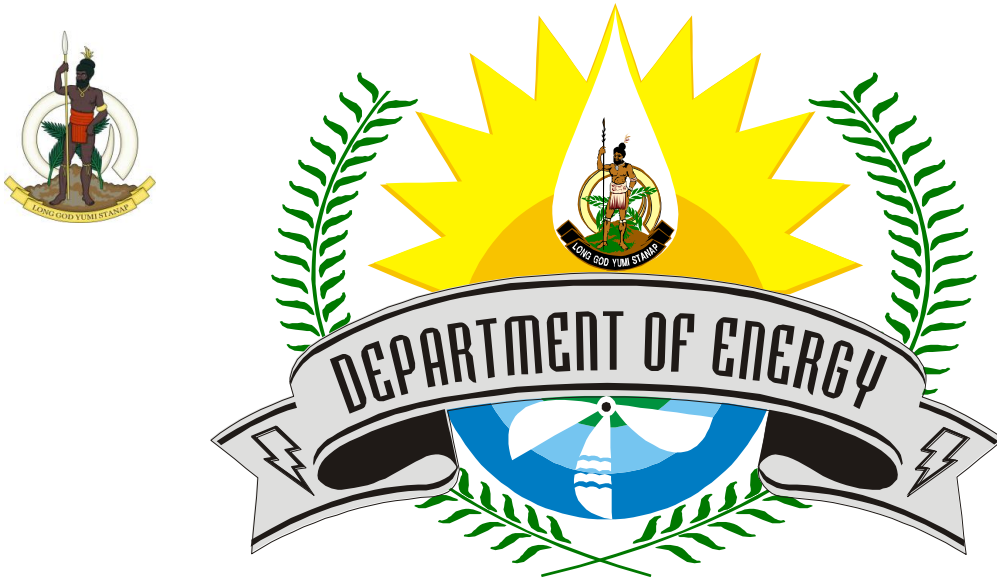
8.29 Maintain process for VMGD's Divisions to access Geo-hazards data by request.	2015-2018	Internal Resources	Manager Geo-Hazards	<p>Baseline: Divisions can access geo-hazards data by request.</p> <p>Indicator: All VMGD's sections have easy access to geo-hazard data by request.</p> <p>Source of verification: VMGD's annual reports.</p>	
8.30 Develop process for other government agencies to access geo-hazards data by request.	2015-2018	Internal Resources	Manager Geo-Hazards	<p>Baseline: Nil.</p> <p>Indicator: Easy and regular access to geo-hazards data for other government agencies, by request.</p> <p>Source of verification: VMGD's annual reports.</p>	
8.31 Operate and manage backup for Volcano Tool: Volcanic Activity Analysis Tools at different location / site.	2015-2018	Internal Resources	Manager Geo-Hazards	<p>Baseline: Nil.</p> <p>Indicator: Backup for Volcano Tool: Volcanic Activity Analysis Tools operated and managed by geo-hazard section.</p> <p>Source of verification: VMGD's annual reports.</p>	
8.32 Manage and operate Seisan – Vanuatu Seismic Data Analysis Tools.	2015-2018	Internal Resources	Manager Geo-Hazards	<p>Baseline: Seisan – Vanuatu Seismic Data Analysis Tools, platform – ubuntu 10.04 and database – MySQL.</p> <p>Indicator: Seisan – Vanuatu Seismic Data Analysis Tools operated and managed by geo-hazard section.</p> <p>Source of verification: VMGD's annual reports.</p>	
8.33 Coordinate with ICT / Engineering section for upgrading of, and / or additional to, Seisan – Vanuatu Seismic Data Analysis Tools' hardware and software.	2015-2018	Internal Resources	Manager Geo-Hazards	<p>Baseline:</p> <p>Indicator: Upgrading of, and / or additional to, Seisan – Vanuatu Seismic Data Analysis Tools hardware and software coordinated.</p> <p>Source of verification: VMGD's annual reports.</p>	
8.34 Operate and manage backup for Seisan – Vanuatu Seismic Data Analysis Tools at different location / site.	2015-2018	Internal Resources	Manager Geo-Hazards	<p>Baseline: Nil.</p> <p>Indicator: Backup for Seisan – Vanuatu Seismic Data Analysis Tools operated and managed by geo-hazard section.</p> <p>Source of verification: VMGD's annual reports.</p>	

8.35 Conduct research on volcanic and earthquake activities.	2015-2018	Internal Resources	Manager Geo-Hazards	<p>Baseline: Nil.</p> <p>Indicator: Research on volcanic and earthquake activities conducted.</p> <p>Source of verification: VMGD’s annual reports.</p>	
Objective 9: Improve quality, timelines, availability, accessibility, presentation and delivery of observation data, weather, climate, flood and geo-hazard information, forecasts, warnings and services both within VMGD and among its divisions and, to VMGD’s clients.					
9.1 Identify, Install, maintain and sustain automate systems / platforms / databases / applications for real-time weather, climate and rainfall observation data stations, sensors, equipment, gauges and networks.	2015-2018	Internal Resources	Manager ICT	<p>Baseline: Nil.</p> <p>Indicator: Automate systems / platforms / databases / applications for real-time weather, climate and rainfall observation data stations, sensors, equipment gauges and networks developed and / or identified, installed, maintained and sustained.</p> <p>Source of verification: VMGD’s annual reports.</p>	
9.2 Install, maintain and sustain automate systems / platforms / databases / applications for real-time earthquake / seismic observation data stations, sensors, equipment, gauges and networks.	2015-2018	Internal Resources	Manager ICT	<p>Baseline: Nil.</p> <p>Indicator: Automate systems / platforms / databases / applications for earthquake / seismic observation data stations, sensors, equipment gauges and networks developed and / or identified, installed, maintained and sustained.</p> <p>Source of verification: VMGD’s annual reports.</p>	
9.3 Maintain, upgrade and sustain Efate’s real-time earthquake / seismic monitoring / observation data stations, system(s), sensors, equipment and network(s).	2015-2018	Internal Resources	Manager ICT	<p>Baseline: Nil.</p> <p>Indicator: Efate’s earthquakes / seismic monitoring / observation data stations, system(s), sensors, equipment and network(s) maintained, upgraded and sustained.</p> <p>Source of verification: VMGD’s annual reports.</p>	

9.4 Identify, install, maintain and sustain automate systems / platforms / databases / applications for quality control of real-time observation data at “centralize point”.	2015-2018	Internal Resources	Manager ICT	<p>Baseline: Nil.</p> <p>Indicator: Automate systems / platforms / databases / applications for quality control of real-time observations data at “centralize point” developed, established, maintained and sustained.</p> <p>Source of verification: VMGD’s annual reports.</p>	
9.5 Maintain, improve / upgrade and sustain Climate Applications management, operation, development, security and access.	2015-2018	Internal Resources	Manager ICT	<p>Baseline: Climate database, Platform – linux OS and database backend.</p> <p>Indicator: Climate Applications are maintained, improved / upgraded, sustained, its backup location / site is identified and established and, automate on-line request is developed.</p> <p>Source of verification: VMGD’s annual reports.</p>	
9.6 Maintain, improve / upgrade and sustain all Weather Forecasting Services Applications’ management, operation, development and security.	2015-2018	Internal Resources	Manager ICT	<p>Baseline: Weather forecasting satellite information receiver and platform . Interoperable OS</p> <p>Indicator: All Weather Forecasting Applications and receivers are maintained, improved / upgraded, sustained and its backup location / site identified and established.</p> <p>Source of verification: VMGD’s annual reports.</p>	
9.7 Maintain, improve / upgrade and sustain all Geo-hazards applications and platforms management, operation, development, security and access.	2015-2018	Internal Resources	Manager ICT	<p>Baseline: Geo-hazard regional seismic activity follow up.</p> <p>Indicator: Applications are maintained, improved / upgraded, sustained, its backup location / site is identified and established and automate on-line request is developed..</p> <p>Source of verification: VMGD’s annual reports.</p>	

9.8 Maintain, improve / upgrade and sustain graphic design application management, operation, development, security and access.	2015-2018	Internal Resources	Manager ICT	Baseline: Adobe illustrator, photoshop Indicator: Graphic design maintained, improved / upgraded, sustained and its backup established. Source of verification: VMGD's annual reports.	
9.9 Maintain, improve / upgrade and sustain all ICT platforms, infrastructure and applications management, operation, development, security and access.	2015-2018	Internal 3,000,000 External 0	Manager ICT	Baseline: Office / administration uses,. Indicator: Microsoft office products maintained, improved / upgraded, sustained and backup established. Source of verification: VMGD's annual reports.	
9.10 Develop or / and identify, install, maintain, improve and sustain database system, platform and application for historical data and information on tropical cyclones and associated impacts in Vanuatu.	2015-2018	Internal 0 Extern 3,000,000	Manager ICT	Baseline: Nil. Indicator: Database, platform and application for historical data and information on tropical cyclones and associated impacts developed or / and identified, installed, maintained, improved and sustained. Source of verification: VMGD annual reports.	
9.11 Enhance, upgrade and sustained VMGD website - www.meteo.gov.vu extra-net / portal for public.	2015-2018	Internal 1,000,000 External 5,000,000	Manager ICT	Baseline: Hosting services internally including respective servers (hardware/OS) Indicator: VMGD website – www.meteo.gov.vu extranet / portal for public enhanced, maintained, upgraded and sustained. Source of verification: VMGD's annual reports.	
9.12 Connect observation data stations including the 7 Synoptic stations, sensors, equipment, gauges and networks in provinces to internet via VMGD WAN.	2015-2018	Internal 500,000 External 0	Manager ICT	Baseline: Nil. Indicators: Observation data stations, sensors, equipment, gauges and networks connected to internet and e-government systems. Source(s) of verification: VMGD's annual reports.	

<p>9.13 Install, maintain, upgrade and sustain wireless access point for WIFI communication for all VMGD offices.</p>	<p>2015-2018</p>	<p>Internal 500,000 External 1,000,000</p>	<p>Manager ICT</p>	<p>Baseline: Nil. Indicators: Wireless access point for WIFI communication for all VMGD offices be installed, maintained, upgraded and sustained. Source(s) of verification: VMGD's annual reports.</p>	
<p>9.14 Install, maintain, improve and sustain ICT virtual environment platform and operations for VMGD.</p>	<p>2015-2018</p>	<p>Internal 3,000,000</p>	<p>Manager ICT</p>	<p>Baseline: Nil. Indicator: Virtual Environment Operations improved and installed for all VMGD operations. Source of verification: VMGD's annual reports.</p>	
<p>9.15 Maintain, upgrade and sustain redundancy and backup VMGD servers and UPS system.</p>	<p>2015-2018</p>	<p>Internal 500,000 External 15,000,000</p>	<p>Manager ICT</p>	<p>Baseline: Nil. Indicator: Redundancy and backup VMGD servers and UPS system maintained, upgraded and sustained. Source of verification: VMGD annual reports.</p>	



CORPORATE PLAN 2016 – 2018

February 2016

Department Of Energy (DoE) Corporate Plan 2016 -2018

Department of Energy Vision:

To energize Vanuatu's growth and development through the provision of secure, affordable, widely-accessible, high-quality, clean energy service for an Educated, Healthy and Wealthy nation.

Department of Energy Objectives

1. *Establish an Effective and Efficient Department*
2. *Achieve Greater Diversity of Energy Sources*
3. *Improve access, affordability and reliability of energy in off-grid and concession areas*
4. *Advance Coordination and Implementation of Energy Security and Safety Methods*

Objective 1: Establish an Effective and Efficient Department

Strategies	Strategy Outcome	Performance indicator
1.1 Ensure an enabling working environment	Adequate office space	New office building by 2018
	Sufficient office equipment and furniture	Assets registry in place and updated
1.2 Strengthen policy planning and legislative framework	Complete NERM Review	Updated NERM has been approved by COM
	Mainstream NERM objectives and targets into National Sustainable Development Plan.	NERM objectives and targets incorporated into National Sustainable Development Plan
	Complete review and enactment of the following legislations: Electricity Supply Act URA Act Geothermal Act Petroleum Act Minimum Energy Efficiency Performance and Labelling Standards Act	Gazetted Energy Acts
	Develop and complete a Policy Paper on National Green Energy Fund Develop mechanics of the NGEF	COM's endorsement of the NGEF Policy Paper Setup of the NGEF
1.3 Ensure timely and quality reporting	Timely submission of Departmental reports.	Annual business plans submitted on time M & E Reports are submitted sixth monthly Annual report completed and submitted on time Mission reports are completed and submitted after one weeks of each mission.

	Robust data Energy management Information system (EMIS)	Database records up to date
1.4 Strengthening Institutional Capacity	DOE structure fully implemented	Recruitment of TA Technical Advisor Staff appraisals to be conducted annually
	Training and skill gap analysis undertaken	
	Approval of the departments successions plan	
1.5 Strengthening operation and management of programs and projects	Timely and consistency in reporting	Financial Acquittals submitted on time and funds are replenishment promptly

Objective 2: Achieve Greater Diversity of Energy Sources

Strategies	Strategy Outcome	Performance indicator
2.1 Facilitate Options for increasing use of renewable energy	Conduct RE Resource mapping	RE Resource Map Report
	Progress Renewable Energy Projects in both rural and urban areas	Project Completion Reports

Objective 3: Improve Access, Affordability and Reliability of Energy in Off-grid and Concession Areas

Strategies	Strategy Outcome	Performance indicator
3.1. Access		
3.1.1. Increase household, aid post and community halls access to electrification in off-grid areas	Rural households, aid posts & community halls electrified	<ul style="list-style-type: none"> 75% household, aid post and community halls access by 2018
3.1.2. Increase household access to electrification in concession areas	Urban households electrified	<ul style="list-style-type: none"> 30% household access by 2018
3.2. Affordability		
3.2.1. Improve affordability in off-grid areas	Rural Households, aid posts and community halls electrified by affordable energy source	<ul style="list-style-type: none"> 30% of rural households, aid post and community halls connected on affordable energy by 2018
3.2.2. Improve affordability in concession areas	Urban households electricity Tariff affordable	<ul style="list-style-type: none"> Electricity tariff within the concessions are maintained at affordable rates and is reflected in annual publications.

Objective 4: Advance Coordination and Implementation of Energy Security and Safety Methods

Strategies	Strategy Outcome	Performance indicator
4.1 Ensure effective enforcement of the legal framework on energy security	Execution of the Minimum Energy Efficiency Performance and Labelling Standards Act (MEPLS Act)	<ul style="list-style-type: none"> • Public education program conducted • MOU with Customs & Inland Revenue Dept • Importers of regulated electrical appliances complied
	Execution of the Petroleum Act	<ul style="list-style-type: none"> • Public education programs conducted • Fuel price monitor/regulated
	PELS program implemented	<ul style="list-style-type: none"> • Public education programs conducted
4.2 Ensure access to reliable information and facilitate awareness	Progress data collection	<ul style="list-style-type: none"> • Updated data
	Establish appropriate relationship with energy stakeholders	<ul style="list-style-type: none"> • Signed agreements
	Public education programs on energy security and safety conducted	<ul style="list-style-type: none"> • Number of educational programs carried out
4.3 Support reliable options for cost savings in petroleum and gas supply chain	Potential new players in the market and petroleum product price monitoring	<ul style="list-style-type: none"> • Number of consultations and reports • Fuel price monitoring reports



**Department Of
Environmental Protection
& Conservation (DEPC)**



**CORPORATE PLAN
2016 -2018**

Department of Environmental Protection & Conservation (DEPC)
Corporate Plan 2016-2018

1. *Develop appropriate legislation to lead and guide 'clean, resilient and sustainable development'*
2. *Strengthen compliance & enforcement of environment legislation, regulations and policies*
3. *Enhanced coordination between all stakeholders (government sector, private sector, Donor partners, & NGOs)*
4. *Develop and implement the 'National Environment Policy' with the focus on 'Green Economy'*
5. *Improve the resourcing, revenue collection, and working environment for DEPC*

Objective 1: Develop and review appropriate legislative framework to lead and guide 'clean, resilient and sustainable development'					
Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & From Where)	Responsibility (Who?)	KPI	M&E
1.1 Develop Waste Regulation					
1.1.1 Seek donor funding/drafting the waste/pollution regulation	Jan-Mar 2016	Seek donor funding/drafting	DEPC/WMPC officer/ Director / legal volunteer, SLO	Donor funding agreement/ draft regulation	
1.1.2 Undertake consultation	Mar - Jun 2016	Donor	Legal volunteer/ WMPC/ Director	Consultation reports and final draft	
1.1.3 Progress DCO & COM Paper to decision	Jul – Aug 2016	Donor	Legal volunteer/ WMPC/ Director	COM approval	
1.1.4 Minister signature and approval & official Gazette	Sept 2016	Donor	Director\ minister /SLO	Official gazette	
1.2 Develop Pollution Control Regulation					
1.2.1 Undertake stakeholder consultation	Oct 2016- Jan 2017	Donor	Consultant/ WMPC/ Director	Consultation reports and final draft	

1.2.2 Drafting	Feb – Jun 2017	Donor	Consultant/WMPC/Director/ SLO		
1.2.3 Progress COM decision	Jul – Aug 2017	Internal	Consultant/ WMPC/ Director	COM approval	
1.3 Finalize specified species regulation					
1.3.1 Undertake consultation	Sept 2015- Jun 2016	Internal + Internal	Legal volunteer/ SBO/ Director	Consultation reports and final draft	
1.3.2 Develop Drafting instructions & development of regulation	Feb – Apr 2016	Donor + Internal	Legal volunteer/SBO/Director/ SLO		
1.3.3 Finalize draft regulation	May 2016	Donor + Internal	Legal volunteer/SBO/Director/ SLO	Draft regulation finalized	
1.3.4 Progress COM decision	Jun 2016	Internal	Consultant/ SBO/ Director	COM approval	
1.3.5 Minister signature and approval & official Gazette	Jul –Aug 2016	Internal	Director\ minister /SLO	Official gazette	
1.4 Review and amend the EPC Act					
1.4.1 Undertake Consultation	Sept 2015- Jun 2016	Donor + Internal	Legal volunteer/ SBO/ SEIAO/ Director	Consultation reports and final draft	
1.4.2 Develop Drafting instructions & development of regulation	Feb – Apr 2016	Donor + Internal	Legal volunteer/ SBO/ SEIAO/ Director	Drafting Instructions to draftsperson	
1.4.3 Finalize draft regulation	May 2016	Donor + Internal	Legal volunteer/ SBO/ SEIAO/ Director	Draft regulation finalized	
1.4.4 Progress COM decision	Jun 2016	Internal	Legal volunteer/ SBO/ SEIAO/ Director	COM approval	
1.4.5 Minister signature and approval & official Gazette	Jul –Aug 2016	Internal	Legal volunteer/ SBO/ SEIAO/ Director	Official gazette	
1.5 Review and amend the EIA regulation					
1.5.1 Undertake consultation	Sept 2015- Jan 2016	Donor + Internal	Legal volunteer/ SEIAO/ TA/ Director	Consultation reports and final draft	

1.5.2 Develop Drafting instructions & development of regulation	Feb – Apr 2016	Donor + Internal	Legal volunteer/ SEIAO/ TA/ Director		
1.5.3 Finalize draft regulation	May 2016	Donor + Internal	Legal volunteer/ SEIAO/ TA/ Director	Draft regulation finalized	
1.5.4 COM decision	Jun 2016	Internal	Director	COM approval	
1.5.5 Minister signature and approval & official Gazette	Jul –Aug 2016	Internal	Director/ minister /SLO	Official gazette	
1.6 Review and amend the CITES Act and regulation					
1.6.1 Undertake consultation	Oct 2015- Dec 2016	Internal + donor	Legal volunteer/ SBO/ SEIO/ Director	Consultation reports and final draft	
1.6.1 Develop Drafting instructions & development of regulation	1 st quarter 2016	Internal + donor	Legal volunteer/ SBO/ SEIO/ Director		
1.6.2 Finalize draft regulation	2 nd Quarter 2016	Internal + donor	Legal volunteer/ SBO/ SEIO/ Director	Draft regulation finalized	
1.6.3 Progress COM decision	July 2016	Internal	Legal volunteer/ SBO/ SEIO/ Director	COM approval	
1.6.4 Minister signature and approval & official Gazette	Dec 2016	Internal	Legal volunteer/ SBO/ SEIO/ Director	Official gazette	
1.7 Amendment of Ozone Layer Protection Act & Regulation					
1.7.1 Review, amend and finalize Act & regulation	Aug 2015 –Dec 2016		NOO/ Director	Act & Regulation amended	
1.8 Review of National Biodiversity Strategy & Action Plan (NBSAP)					
1.8.1 Undertake consultation	Aug 2015	Internal + donor	Consultant IUCN / SBO/ Director	Consultation reports and First revised draft	
1.8.3 Presentation of first revised draft to stakeholders	Sept 2015	Internal + donor	Consultant IUCN	Presentation Meeting report	
1.8.4 Biodiversity target setting workshop	Oct – Nov 2015	Internal + donor	Consultant IUCN/ SBO/ Director	2 nd revised draft produced	

1.8.5 Finalize revised draft	Dec 2015-Jan 2016	Internal + donor	Consultant IUCN/ SBO/ Director	Final report produced	
1.8.6 Progress COM Decision	Feb 2016	Internal	Director/ SBO	COM approval	
1.9 Revision of National Solid Waste Strategy (NSWS)					
1.9.1 Revise National Solid Waste Strategy (NSWS)	Aug 2015- Feb 2016	COM Decision	WMPO/JICA/Director	NSWS finalized	
1.10 Development of State of Environment Report through “Cross Cutting Capacity Development Project”					
1.10.1 Develop State of Environment Report through “Cross Cutting Capacity Development Project”	Jan 2016-Dec 2018	CCCD Project	Director/Consultant	SOE Report Produced	
1.11 Accede to RAMSAR convention on Wetlands					
1.11.1 Source funding for accession documents development	Sep 2015 – Dec 2016	Donor	SBO/ Director	Donor funding agreement	
1.11.2 Community consultation with Gaua Communities to include lake Letas as First National RAMSAR site	October 2015	Donor + Internal	SBO / Director	Consultation report and Gaua Community agreement	
1.11.3 Develop Accession Paper	1 st Quarter 2016	Donor + Internal	SBO /Director/ Consultant	Approved Accession paper	
1.11.4 Progress COM Decision	July 2016	Internal		COM Approval	
1.11.5 Submission of accession instrument to RAMSAR Secretariat	Dec 2016	Internal	DEPC Director/ Ministry / DOFA /SLO	Accession to RAMSAR	
1.12 Accede to Chemical Conventions (BASEL, Rotterdam, Minamata)					
1.12.1 Source funding for accession documents development	Sep 2015 – Dec 2016	Internal + Donor	WMPO/ Director	Donor funding agreement	
1.12.2 National consultation	Oct 2015	Internal + Donor	WMPO/ Director	Consultation undertaken	
1.12.3 Develop Accession Paper	1 st Quarter 2016	Internal + Donor	WMPO/Director	Approved Accession paper	

1.12.4 COM Decision	July 2016	Internal		COM Approval	
1.12.4 Submission of accession instrument to Secretariats	Dec 2016	Internal	DEPC Director/ Ministry / DOFA /SLO	Accession to 3 conventions	
2. Objective: Strengthen compliance & enforcement of environment legislation, regulations and policies					
Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & From where)	Responsibility (Who?)	KPI	M&E
<i>2.1 Strengthen DEPC Compliance Team, through training workshops with DEPC Divisions</i>	Jan 2016 – December 2018 (1st month of every quarter)	Recurrent budget	CO and Divisional Heads/Director	<ul style="list-style-type: none"> • Training reports and participants evaluation reports. • CO Trained 	
<i>2.2 Reviewing & Processing of EIA applications</i>	ongoing	Internal	SEIAO / Director	<ul style="list-style-type: none"> • 50 applications registered per year 	
<i>2.3 Reviewing & Processing Community Conservation Areas applications</i>	ongoing	Internal	SBO /Director	<ul style="list-style-type: none"> • 5 registration certificates / 5 CCA's established per year 	
<i>2.3 Reviewing & processing of Flora & Fauna research applications</i>	ongoing	internal	SBO/Director/ relevant sectors directors	3 permits issued per year	
<i>2.4 Processing of waste operator's permit</i>	ongoing	Internal	SWMPO /Director	<ul style="list-style-type: none"> • 5 Permits issued per year 	
<i>2.5 Processing of Pollution emission & discharge permit</i>	ongoing	internal	SWMPO/Director	<ul style="list-style-type: none"> • 10 permits issued per year 	
<i>2.6 Processing of Ozone depleting substance Import permit</i>	ongoing	internal	SWMPO/Director	<ul style="list-style-type: none"> • 5 licences issued per year 	
<i>2.7 Undertake compliance work on development activities, operations & impose appropriate enforcement actions</i>	ongoing	internal	CO/ SEIAO/WMPO/ Director	<ul style="list-style-type: none"> • 20 companies penalized per year 	

2.8 Create complaints database	ongoing	internal	CO	• Database created	
2.9 Create community conservation areas database					
2.9.1 Develop Data base	ongoing	internal	SBO	• Database created	
2.9.2 Review status with Compliance Training reports	Jan 2016-Dec 2018 (twice every year)	Recurrent budget	CO	Compliance Training reports	
2.10 Undertake Compliance training with DEPC Staff on National Legislations and MEAs	Ongoing	Recurrent budget/project	Consultant /SPREP	Training report in Annual Report	
2.11 Identify enforcement gaps in legislations and inform Divisional heads	Jan 2016-Dec 2018 (every 6 months)	Recurrent budget	CO	Enforcement gap reports to the Director	
2.12 Improve enforcement and compliance with other agencies through awareness raising	Jan 2016-Dec 2018 (ongoing)	Recurrent budget & projects	CO & SEIO	Awareness workshops and media	
2.13 Carry out Environmental Audit	Jan 2016- Dec 2018 (annually)	Recurrent budget	CO, SEIAO, SWMO	Environmental Audit report to Director	
2.14 Create database for compliance	April 2016	Recurrent budget	CO, IT	Database in use	
Objective 3: Enhanced coordination between all stakeholders (government sector, private sector, Donor partners, & NGOs)					
Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & From where)	Responsibility (Who?)	KPI	M&E
3.1 Develop communication and marketing strategies	Jan-Dec 2017	Project fund/Recurrent Budget	Director/SEIO	Communication and Marketing Strategy produced	
3.2 Improve coordination with stakeholders to commemorate world	Ongoing	Internal/Donor	Director/ Heads of Division relevant stakeholders	World days celebrated and recorded in annual report.	

<i>environment convention days / National Environment week</i>					
3.3 Develop DEPC Website	Sep 2015-Jan 2016	NBSAP Review Project	Consultant/DEPC Staff	Website in use	
3.4 Develop standard information and awareness guideline on the impacts of natural disasters on the natural environment and Wildlife.	Jan 2016-Dec 2018	Recurrent budget/project	SEIO/Divisional heads	Guideline developed	
3.5 Finalize MoUs with Sanma Province	Feb 2016	Recurrent budget	Director	MoU Signed	
3.6 Finalize MoU with Customs & Inland Revenue and Biosecurity Vanuatu	Feb – Dec 2016	Recurrent budget	Director/SEIO/SBO	MoU Signed	
4. Objective: Develop and implement the ‘National Environment Policy’ with the focus on ‘Green Economy’					
Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & From where)	Responsibility (Who?)	KPI	M&E
4.1 Review and combine the National Environment Policy /National environment management strategy					
4.1.1 Confirm consultant/ organisation to do review	Sept 2015- Feb 2016	Donor + Internal	Director & Consultant	Merged document	
4.1.2 Finalize draft policy document	Dec 2015	Donor + Internal	Director & Consultant	Finalized policy document	
4.1.3 Progress COM decision	Feb 2016	Internal	Director	COM approval	
4.2 Link Business Plan to Policy	Ongoing	Recurrent budget	Director/Divisional heads		
Objective 5: Improve the resourcing, revenue collection, and working environment for DEPC					
Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & From where)	Responsibility (Who?)	KPI	M&E

<i>5.1 Restructure DEPC</i>	4 th Quarter 2015	Internal	DEPC Team & TA	Restructure submission to PSC by December 2015	
<i>5.2 Implementation of new structure</i>	Jan 2016- Dec 2018	Internal	DEPC Team	10 Positions recruited	
<i>5.3 Increased Operational Budget to reflect 70/30 Gov. Target</i>	Dec 2018	Internal	Director/DG/FM	Target reached	
<i>5.4 Provide modern equipment and furniture to staff to improve service delivery</i>	Jan 2016-Dec 2018	Internal	Director/FM/AFCO	Modern equipment purchased for DEPC Staff	
<i>5.5 Undertake assets audit annually</i>	April annually	Internal	Director/AFCO/AU	Asset Audit Report	
<i>5.6 New Office space for the DEPC</i>	Dec 2017	Donor (22 million)	DG/Director/FM	New Building opened	
<i>5.7 Improve Revenue Collection through permitting system and compliance</i>	Ongoing	Internal	Director/Divisional Heads	Reported in Annual Report	
<i>5.8 Progress Environment Trust Fund for establishment with preparation of a DCO Paper</i>	First Quarter 2016	Internal	Director/Divisional Heads. DSPPAC/INFEM	Trust Fund discussion paper for DCO	



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National Disaster Management Office

Corporate Plan

2016 – 2018

National Disaster Management Office (NDMO) Corporate Plan 2016 – 2018

Objective 1: Strengthen the NDMO governance framework through reporting/M&E, planning, budgeting, resourcing, legislation, policy and procedures and by advocacy for DRM & CC mainstreaming.

Objective 2: Improve Disaster Risk Management (DRM) coordination arrangements with all stakeholders at regional, national, provincial and community levels.

Objective 3: Enhance Disaster Risk Management (DRM) operations preparedness, response and recovery for a safer, secure & resilient Vanuatu.

Objective 4: Facilitate harmonization and mainstreaming to promote coherence between Disaster Risk Management including Climate Change approaches, systems, programmes and stakeholders involved in development (preparedness, response & recovery)

Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & from where)	Responsibility (Who?)	Key Performance Indicator (KPI)	M&E
Objective 1: Strengthen the NDMO governance framework through reporting/M&E, planning, budgeting, resourcing, legislation, policy and procedures and by advocacy for DRM & CC mainstreaming.					
1.1 Contribute to reporting on activities undertaken by NDMO					
1.1.1 Annual Report contribution prepared by NDMO	February annually	Internal	Director	NDMO Annual Report section submitted on time	
1.1.2 Annual Development Report for NDMO indicators prepared	April annually	Internal	Director	NDMO Annual Development Report section submitted on time	
1.1.3 M&E (Also refer Objective 2)					
1.1.3 i) Develop clear M&E framework to track NDMO activities annually	January annually	Internal	Director, Finance Officer	M&E framework included in Business Plan	
1.1.3 ii) Monthly Report by Director to Director General & Minister against KPIs of M&E Framework	Monthly	Internal	Director	# Reported in Annual Report	
1.1.4 Undertake Community Profiling					
1.1.4 i) Seek funding for Community Profiling	2016	DFAT	Director, Snr IM Officer, NSO, Research & Planning Officer	Discussions held DCO/COM Papers	

1.1.4 ii) Undertake Community Profiling	Completed by Dec 2016	DFAT, NDMO funding tbc	Director , Snr IM Officer, Research + Planning Officer, NSO, PD & CC Officers	Community Profiles available	
1.1.4 iii) Community Profiles accessible via Data Base and up-dated	Completed by Dec 2016	Internal	Director , Snr IM Officer, Research + Planning Officer, NSO	Data Base established/in use and up-dated	
1.1.5 Provide training for CDCs to collect data	On-going	Internal	Director, NSO, Snr IM Officer, Snr Training Officer, Area Councils, CDCCCs, PD&CC Officers	i) Training undertaken ii) Reported in Annual Report	
1.2 Undertake Planning for a well-resourced, responsive NDMO					
1.2.1 Annual Plan					
1.2.1 i) Hold internal NDMO team meeting to develop NDMOs contribution to Annual Plan	Jan/Feb annually	Internal	Director + NDMO team	Meeting held with draft developed	
1.2.1 ii) Participate in MCCA workshop to develop Annual Plan	Jan/Feb annually	Internal	Director + NDMO team	NDMOs Annual Plan component to DG on time	
1.2.2 Develop and/or review Provincial Disaster Plans					
1.2.2 i) Review Provincial Disaster Plans + related Contingency Plans for multi-hazard natural & man-made hazards: Torba, Tafea, Shefa	2016	NDMO, donor, Red Cross & NGO	NDMO, Red Cross, PDCs, PD & CC Officers, CDCs, DSPPAC	Provincial Disaster Plan for Torba, Shefa Tafea	
ii) Organise Provincial Workshop to reach coordination agreement, funding, responsibilities/roles for existing Disaster Response Plans: for Torba, Tafea + Shefa	2016 – Torba 2016 -Tafea 2016 - Shefa	1,000,000 Funding source tbc	NDMO, Red Cross, PDCs, PD & CC Officers, CDCs, Prov Gov'ts	Workshop Report	

1.2.2 ii) Review Disaster Master Plans + related Contingency Plans for multi-hazard natural & man-made hazards for Sanma, Penama, Malampa	2017	Donor, NGO and NDMO	NDMO, Red Cross, PDCs, PD & CC Officers, CDCs, DSPPAC	Disaster Plans for Sanma,, Penama, Malampa	
i) Organise Provincial Workshop to reach coordination agreement, funding & responsibilities/roles for new multi-hazard Disaster Response Plan for Torba, Tafea ,Penama	2017–Sanma 2017- Penama 2017 Malampa	1,000,000 Funding source tbc	NDMO, Red Cross, PDCs, PD & CC Officers, CDCs, Prov Govt’s	Workshop Report	
c) Progress Standard Operating Procedures for Disaster Response Plans	Refer Obj 3	Refer Obj 3	Refer Obj 3	SOPs available for use	
1.2.3 Mainstream gender & protection; shelter, WASH, health and education issues in Disaster Risk Management Plans	On-going	Internal	NDMO, PD & CC Officers, Prov Gov’ts, DRR & CCCM Officer	Social sector benchmarks and activities in Disaster Plans	
1.2.4 Incorporate National Sustainable Development Plan initiatives and KPIs in NDMO Strategic, Corporate & Business Planning	By 1st Quarter 2016	Internal	Director	NSDP KPIs reflected in NDMO planning	
1.3 Budgeting					
1.3.1 Prepare annual Business Plan for NDMO	May annually	Internal	Director	Annual Business Plan	
1.3.1 i) Support Allocation of budget for Provincial Disaster Committees in Line Ministries	On-going	Internal, Line Agencies + Provincial Gov’t	Line Ministries, NDMO Director and MFEM	Line Ministries activities reported	
1.3.1ii) Seek funding for Provincial Awareness & Simulation exercises through a recurrent NPP	Annually	1,000,000 per province = 6,000,000	DG, Director, Secretaries General, Snr Provincial Liaison Officer, DRR & CCCM Officer	Budget allocated and activities reported in Annual Plan	
1.3.1 iii) Allocate Stand-by Budget for rapid on-set emergencies in provinces	On-going	1,000,000 per province = 6,000,000	DG, NDMO Director, MFEM	Budget allocated and activities reported in Annual Plan	

1.3.2 Develop Ministerial Budget Committee Submission	Aug/Sept annually	Internal	DG, Director, DSPPAC Sector Analyst	MBC Submission presented	
<i>1.3.3 Allocate budget to Provincial Disaster Office</i>					
1.3.3 i) Tanna + Torba	2016	50,000 a month per office	Director & Snr FO PD & CC Officers,	Budgeted activities reported in Annual Report	
ii) Malampa + Penama	2017	50,000 a month per office	Director & Snr FO PD & CC Officers,	Budgeted activities reported in Annual Report	
iii) Shefa & Sanma	2018	50,000 a month per office	Director & Snr FO PD & CC Officers,	Budgeted activities reported in Annual Report	
1.3.4 Increase NDMO budget for yearly provincial Simulation Exercises	Annually	Joint Funding: NDMO, Donors NGOs	NDMO with Prov Gov'ts, TVET, RTCs, AVL, P&M, VMC, VMF, ProMED, Red Cross, NGOs and VHT, DRM & CCCM Officer	1.3.4 i) Activities reported in Annual Report 1.3.4 ii) NDMO Budget allows for Simex 1.3.4 iii) Sector Stakeholders co-fund Simex's	
1.3.5 Provide budget for municipal/urban area Simulation Exercises	Annually	Joint Funding: NDMO, Donors NGOs	NDMO with Municipal Gov't, MoIA, DLA, TVET, RTCs, AVL, P&M, VMC, VMF, ProMED, Red Cross, NGOs and VHT, DRM & CCCM Officer	1.3.4 i) Activities reported in Annual Report 1.3.4 ii) NDMO Budget allows for Simex 1.3.4 iii) Sector Stakeholders co-fund Simex's	

1.4 Resourcing					
1.4.1 Ensure quality Human Resources for service delivery					
1.4.1 i) Progress NDMO restructure through staged Implementation Plan through employment of Snr Logistics Officer, Snr ICT Data Officer , Snr Information Management Coordinator, Rapid Response Officer and 2 PDOs (Tafea and Torba) identified and employed	2016	NDMO Salary Budget	Director, HRM	Officers employed	
1.4.1 ii) 2 PDOs (Penama & Malampa), and Snr Finance Officer	2017	Internal	Director, HRM, TA	Staff in place	
1.4.1 iii) 2 PDOs (Sanma & Shefa)	2018	Internal	Director, HRM, TA	Staff in place	
1.4.1 iv) Undertake Restructure in 2018 to reflect emerging priorities	2018	Internal	Director, HRM, TA	Restructure submitted	
1.4.2 Infrastructure					
1.4.2 i) Secure funding for 2 provincial offices in Tafea and Torba	2016	Donor World Bank 15 million vatu per building = 30,000,000	Director, IRCCNH Project (Donor EU GFDRR). PD & CC Officers,	Building opened & reported in Annual Report	
ii) Secure funding for 3 provincial offices in Penama, Sanma and Malampa	2017	Donor tbc 15 million vatu per building = 30,000,000	Director, IRCCNH Project (Donor EU GFDRR). PD & CC Officers,	Building opened & reported in Annual Report	
iii) Secure funding for 1 provincial office in Shefa	2018	Donor tbc 15 million vatu per building = 30,000,000	Director, IRCCNH Project (Donor EU GFDRR).	Building opened & reported in Annual Report	
1.4.3 i) Draft a Capacity Building Plan for NDMO	Mid 2016	Internal	Director, HRM, TA	Capacity Building Plan drafted	
1.4.3 ii) Secure funding for training identified in Capacity Building Plan	3 rd Quarter 2016	Internal	Director, HRM, TA	i) Capacity Building Plan operationalised ii) Training for NDMO staff reported in Annual Report	

1.4.4 Undertake regular Performance Appraisals as required by PSC	Twice yearly	Internal	Director	PMAs sent to DG on time	
1.4.5 Include Peer Learning in CB Plan – Country to Country, Province to Province, Island to Island, Community to Community through Internships, Exchanges and Simulations	On-going	Internal, Donor & VHT	Director, Operations Manager, Snr Training Officer	Training reported in Annual Report	
1.4.6 Engage in Vanuatu TVET initiatives for training of National Provincial Area Councils & CDCs	On-going	Internal, Donor & VHT, TVET Program	Director, TVET Program, NDMO Operations Manager; Snr Training Officer	Training reported in Annual Report	
1.4.7 Engage in regional PACVET initiative for training of National Provincial Area & CDCs	On-going	Internal, Donor & VHT, PACVET	Director, PACVET, Operations Manager, Snr Training Officer	Training reported in Annual Report	
1.5 Equipment					
1.5.3 i) Design an asset maintenance and replacement plan and allocate sufficient budget for the plan for NDMO central office & provincial facilities	Mid 2016	Internal & donor	Director, Ops Manager, TA and FO	Asset Maintenance & Equipment Replacement Plan drafted	
1.5.3 ii) Undertake rolling equipment provision and upgrades for NDMO staff	Annually	500,000 Internal Operations budget	Director and FO	i Equipment available and well maintained ii Assets Register	
1.5.3 iii) Equipment provision for new PD Offices	2016 Tafea & Torba	World Bank,	Director, IRCCNH Project (Donor EU GFDRR).	New equipment installed	
	2017 Sanma, Penama & Malampa	tbc	tbc	tbc	
	2018 Shefa	tbc	tbc	tbc	

1.5.3 iv) Identify, seek funding and replace aging equipment in NEOC	Rolling out of program	Donor funding tbc as needed	Director and FO	New NEOC equipment installed and reported in Annual Report	
1.5.4 Provide office equipment for new NDMO staff (computer to OGCIO standards, desk, chair, filing cabinet etc) @ 250,000 vt per person (refer 1.4.1)					
1.5.4 i) Equipment for 6 staff: Snr Logistics Officer, Snr ICT Data Officer , Snr Information Management Coordinator, Rapid Response Officer and 2 PDOs Tafea and Torba)	2016	1,500,000	Donor & NDMO	i) equipment procured and reported ii) Assets Register updated annually	
1.5.4 ii) Equipment for 3 staff: 2 PDOs Penama & Malampa), and Snr Finance Officer	2017	1,250,000	Donor & NDMO	Equipment procured and reported	
1.5.4 iii) Equipment for 2 PDO staff: 2 PDOs (Shefa)	2018	250,000	Donor & NDMO	Equipment procured and reported	
1.6 Review Legislation to provide a legal framework for NDMO					
1.6.1 Undertake a review of the national disaster risk management governance arrangements and legislation	2016	World Bank	IFRC, IRCCNH Project (Donor EU GFDRR).and SPC.	Review undertaken	
1.6.2 Progress draft NDM legislation through broad sector stakeholder workshop to review draft disaster management legislation	Fe/March 2016	World Bank	IRCCNH Project (Donor EU GFDRR).& NDMO, SLO, Law Reform Commission	Workshop Report	
1.6.3 Submit revised legislation to SLO	March 2016	Internal	SLO	SLO review legislation	
1.6.4 Submit draft legislation to Law Reform Commission for comment	March 2016	Internal	Law Reform Commission	Law Reform Commission	
1.7 Develop Policy to provide a policy framework for NDMO					
1.7.1 DRR and CC Policy printed and distributed	Jan 2016	Internal	Director & DG	Copies available (e- copy and hard copy)	
1.7.2 Incorporate National Sustainable Development Plan initiatives and KPIs in NDMO Strategic, Corporate policy & Planning	By 1st Quarter 2016	Internal	Director	NSDP KPIs reflected in NDMO policy and planning	

1.7.3 Undertake regular reviews to ensure NDMO policy platforms are compliant with international policy to which Vanuatu is a signatory ie UNCCC	On-going	Internal	Director	NDMO Policy regularly reviewed	
1.7.4 Support development policy based on information management systems for consistent data based policy and strategies ie food security, child protection, CwC, AAP	On-going	Internal & NGO	Director, Save the Children, Agriculture & Security Cluster	i) Food Security Policy ii) Child Protection in times of disaster	
1.7.5 Develop DRM policy	Dec 2016	Internal	Director, DRM Officer	i) Draft policy developed and distributed ii) Reported in Annual Report	
1.7.6 Undertake policy + planning for gender & protection benchmarks					
i) Develop a White Paper for DCO	2016	Internal	Director & G&P Cluster	White Paper	
ii) Undertake workshops in provinces, including CWC and AAP issues	2017/2018	Funding NDMO, Donors, NGOs	NDMO, DoWA, VNCW, VSDP, Donors, NGOs	Gender & Protection Policy in place	
iii) Membership of women + PLWD on PDC + CDCs	On-going	Internal	NDMO, DoWA, VNCW, VSDP, Donors, NGOs, PD & CC Officers,	Membership of women + PLWD on PDC + CDCs reported	
iv) Gender and PLWD participation in SIMEXs	On-going	Internal	NDMO, DoWA, VNCW, VSDP, Donors, NGOs, PD & CC Officers, DRM & CCCM Officer	Gender and PLWD participation in SIMEXs reported in Annual Report	
v) Gender and PLWD participation in disaster & emergency training programs	On-going	Internal	NDMO, DoWA, VNCW, VSDP, Donors, NGOs, PD & CC	Gender and PLWD participation reported in Annual Report	

			Officers, DRM & CCCM Officer		
1.8 Review Standard Operating Procedures (SOPs) for NDMO operations					
1.8.1 Review Standard Operating Procedures (SOPs)	On-going	Refer Objective 3	Refer Objective 3	Refer Objective 3	
1.9 Advocacy for Mainstreaming DRM + CC issues and initiatives (refer Objective 2)					
1.9.1 Advocate inclusion of DRM/CCA in the budgets of all Ministries	On-going	Internal	DG, Director, , Research & Planning Officer, Training & Awareness Officer	CC & DRM funding in Line Ministry budgets	
1.9.2 Undertake an audit of all Ministries to determine CC DRM initiatives underway or planned	On-going	Internal	Director, Research & Planning Officer, Training & Awareness Officer DRM & CCCM Officer	i) Report in Annual Report	
1.9.3 Encourage all Line Ministries to undertake DRM & CC Risk Assessments in new projects/initiatives	On-going	Internal	Director, Research & Planning Officer, Training & Awareness Officer DRM & CCCM Officer	Report in Annual Report	
1.9.4 Progress disaster risk management mainstreaming initiatives at national, sectoral and local levels.	On-going	Internal	GoV, SPC DRM & CCCM Officer	Annual Report on mainstreaming	

OBJECTIVE 2: IMPROVE DISASTER RISK MANAGEMENT (DRM) COORDINATION ARRANGEMENTS WITH ALL STAKEHOLDERS AT REGIONAL, NATIONAL, PROVINCIAL AND COMMUNITY LEVELS

Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & from where)	Responsibility (Who?)	KPI	M&E
Objective 2: Improve Disaster Risk Management (DRM) coordination arrangements with all stakeholders at regional, national, provincial and community levels					
2.1 Improve Information Management at Regional Level					
2.1.1 Promote connections to regional information networks utilising UN Organisation for Coordination of Humanitarian Response UNOCHA & UNISDR	On-going	Internal & UN	Director, Snr IM Officer & Snr PR/Media Officer	Reports on regional engagement & attendance at regional fora	
2.1.2 Strengthen regional IM by attending regional meetings for IM, including Pacific Humanitarian Partnerships (PHP) meetings	On-going	Internal & UN	Director, Snr PR & Media Officer & Snr IM Officer	i) # Seminars attended ii) Report on PHP attendance	
2.1.3 Develop mechanisms for capturing best practice in IM in Vanuatu (from national to community levels) to share at regional level	On-going	Internal & UN	Director, Snr PR & Media Officer & Snr IM Officer	i) Presentations by NDMO team reported in Annual Report ii) Participation as co-author on research papers	
2.1.4 Encourage on-going professional relationships to improve access to expertise and knowledge on IM systems including peer exchange, mentoring	On-going	Internal and donor scholarships	Director, HRM CSU	Training reported in Annual Report	
2.1.5 Promote standardisation of regional IM systems especially for multi country disasters	On-going	Internal & UN	NDMO, SPREP, SPC UNOCHA	Discussions re standardised IM Systems reported in Annual Report	
2.1.6 Support regional standardisation of data collection & IM tools to link with 2.1.5	On-going	Internal & UN	NDMO, SPREP, SPC UNOCHA	Promotion of standardised Data collection & IM tools reported in Annual Report	

2.1.7 Link data bases of contacts for critical personnel and organisations	On going	Internal	NDMO, Ops Manager, Snr PR & Media Officer & Snr IM Officer	Up-dated data base	
2.2 Improve Information Management at National Level					
2.2.1 Establish, coordinate and maintain a NDMO DR IM system by building from available datasets (NSO, Health, Communications, Police, Area Secretary's, including core datasets for DRR needs	Ongoing, baseline established by June 2016	NDMO budget and donor support	NDMO Director, Snr IM Officer, OCHA Support & Operation Manager	System is built Baseline is established Regular system of maintaining database is in place	
2.2.1 Support the establishment and utilisation of IM Units for Preparedness and Response within agencies and clusters by actively seeking NSO support for technical resources	Ongoing, establish by first quarter 2016	HR, computers, office space, GIS Software or licenses	NDMO with technical support from OCHA, NSO, SPREP and UNESCO	i) Units are established ii) Information is used iii) NSO is engaged with activities reported in Annual Report	
2.2.2 Establish MOUs for central data sharing and Intellectual Property (IP) protection between agencies and organisations	2017	Seek donor support for funding for Software, MOU agreements, data, data system,	NDMO, OGCIO, OCHA	i) Processes and standards developed and implemented with report in Annual Report ii) # number of MOU reported.	
2.2.3 Accurately identify, categorise and tag data	2017	Internal	NDMOs Snr PR & Media Officer & Snr IM Officer	Data accessible	
2.2.4 Nominate and utilise IMWG Focal Points for Line Ministries and Clusters	2016	Cluster representatives	Respective cluster lead	i) Establishment of Cluster IM focal group Contact list ii) # of meetings reported in annual report.	
2.2.5 Establish full time permanent NDMO Snr IM Coordinator's role	1 st Quarter 2016	NDMO staffing budget + DFAT role support	Director NDMO and PSC	Senior IM Coordinator's position filled	

2.2.6 Establish full time permanent NDMO Snr Communications & ICT role	1 st Quarter 2016	NDMO staffing budget + DFAT role support	Director NDMO and PSC	Snr Communications & ICT Officer position filled	
2.2.7 Seek support for TA/Volunteer capacity to mentor new IM & Communication NDMO Officers	2016	NZ Volunteer as mentor	Director NDMO	Training reported in Annual Report	
2.2.8 Standardise Harmonised Processes for initial cluster assessment forms	1st Quarter 2016	Internal funds	CBDRR Working Group IM Cluster	Standardised forms	
2.2.9 Up-date procedures around initial cluster assessment teams, how information is passed and informs sector and cluster planning, enumerators	1st Quarter 2016	Internal funds	CBDRR Working Group	Procedures updated	
2.2.10 Review initial assessment forms and modify	Ongoing	Internal	CBDRR Working Group IM Cluster	Standardised form completed	
2.2.11 Train PDC, Area Councils and CDC personnel to ensure accurate and timely initial analysis & assessments are carried out	Ongoing	Training funds from VHT, NDMO, NGOs, and Donors	CBDRR Working Group IMWG	Training Carried out and reported in Annual Report	
2.2.12 Provide training in use of forms, data transmission to central data collection points	On-going	Internal	CBDRR Working Group	Forms utilised	
2.2.13 Improve GIS Mapping Capacity through software systems to support ICS system, command structure system in place, with internal processes established to provide support within Gov't and across clusters, shared management processes, dissemination	Ongoing	Seek donor support for software or licenses	NDMO, Donors, Lands Department, UNSCAP, KOICA and Technical Advisors (Map Action)	i) GIS mapping undertaken ii) GIS mapping utilised by Clusters utilised iii) GIS mapping activities reported in Annual Report	
2.2.14 Undertake GIS training	2016 to 2018	Seek donor support for training resources	NDMO, Donors, Technical Advisors (Map Action)	Training reported in Annual Report	
2.2.15 Collate DRM Package (Save The Children) by utilising existing DRM material to close identified gaps	October 2016	Save the Children and VHT	NDMO, Save the Children, VHT and other NGOs	DRM package in use and reported in annual report.	

2.2.16 Seek agreement to generate standardised information packages	October 2016	Save the Children and VHT	NDMO, Save the Children, VHT and other NGOs	DRM package in use and reported in annual report.	
2.2.17 Standardise language for IEC materials across sectors by translating to Bislama, using common terminology	On-going	GoV	NDMO, Translation Unit and Cluster leads	IEC materials in standardised language completed	
2.2.18 Undertake awareness of common terminology to ensure people understand the language used	On-going	GoV	NDMO, Translation Unit and Cluster leads	# of training sessions and awareness programs detailed in Annual Report	
2.2.19 Maintain “4 Ws” What? Where? Who? When? for peace time and emergencies and cover preparedness and response	2016 - 2018	Funding identified through Clusters	Cluster Leads and VHT	3Ws maintained and reported with regular update.	
2.2.20 Prepare a Sector Map to track resources, equipment etc held by sector partners/stakeholders	On-going	VHT	VHT, NDMO OGCIO	Sector Map up-to-date	
2.2.21 Develop Standardised Templates to be disseminated across all levels including the ‘community profiling’ template	Ongoing	Internal	NDMO, Line Govt agencies, and partners	i) Templates standardised ii) Reporting requirements defined & agreed	
2.2.22 Establish NDMO Web Site with DRM Act, response & contingency plans, reports, contact lists, meeting schedules, with data, project application forms, projects under way, research papers available	Mid 2017	Internal	NDMO donors	NDMO Web Site “live” and up-dated	
2.3 Improve Information Management at Provincial Level					
2.3.1 Undertake a Skills Gap audit of Provincial Gov’t staff & Area Secretaries as basis for training to improve IM	4 th Quarter 2016 and then bi-annually	VHT	VHT, NDMO, PD & CC Officers	Skills Gap Audit	
2.3.2 Investigate equipment provision for Area Secretaries and Provincial Planners to promote better IM flows	4 th Quarter 2016	tbc	tbc, NDMO	Information included in Equipment Audit	
2.3.3 Utilise video conferencing to communicate information with provinces	On-going	Internal	Director, Snr PR & Media Officer & Snr IM Officer PD & CC Officers	# video conferences reported in Annual Report	

2.3.4 Investigate information and report availability and requirements for Secretaries General, Provincial Planners and PDCs	On-going	Internal	Director, Snr PR & Media Officer & Snr IM Officer PD & CC Officers	Report to Director	
2.4 Improve Information Management at Community Level					
2.4.1 Harmonise community profiling by establishing community profiling which captures all information for each community, province etc. which can facilitate rapid responses based on informed assumptions emphasising data integrity as paramount	On-going	6,000,000 (1 million per province from donor tbc)	CDCs, ACDOs, NSO, DLA and Area Secretaries, PD & CC Officers OGCIO	Community profiling completed and updated regularly	
2.4.2 Progress Quarterly reporting and feedback template to the community – AAP & CWC	Quarterly reporting by area secretary	NDMO operations budget	CDCCCs, Area Secretary, PD & CC Officers	Reports submitted quarterly to PDCs and to NDMO and Clusters	
2.4.3 CDCCCs registered with Provincial Government & NDMO with regular quarterly updating to NDMO, Vila Office.	Regular updating	Internal	NDMO, PDOs, ACDO, CDCCCs, PD & CC Officers	i) CDCs registration form developed ii) database of registered CDCCCs iii) GIS coordinates of each CDCCC	
2.4.4 Develop clear roles and responsibilities of CDCCCs, TOR to include preparedness, response and recovery processes.	1st Quarter 2016	Internal	NDMO and working groups, PD & CC Officers	TOR developed	
2.4.5 Undertake training of CDCCCs by the PDCs, NDMO, VHT and NGOS	Ongoing	Seek Training Budget 6,000,000 from NGOs (1 million per province)	NDMO, VHT, Province, PDCs, ACDO and NGOs, PD & CC Officers	CDCCCs Trained	
2.4.6 Ensure warning dissemination avenues are clear and warnings are issued in a timely manner	Ongoing	Internal	NDMO, line departments	i) SOP updated ii) Warnings disseminated on time as needed and reported in Annual Report	
2.4.7 Secure development funding and provision of training for use of cyclone tracking maps training and other hazards	Ongoing	Donors tbc	NDMO, line departments VMGD	New cyclone tracking maps	

2.4.8 Hold Simulation Exercises at community level	Ongoing	Simulation budget supported by VHT (refer to Objective 1.3.1 ii)	NDMO and NGO partners	i) Simulation exercise done at the community level + ii) # reported in Annual Report iii) Media Releases on SIMEX	
2.4.9 Improve information transfer at household level	Ongoing	Internal, donor, VHT	NDMO and NGO partners, PD & CC Officers	Activities reported in Annual Report	
2.4.10 Improve information transfer at island level, recognising "island" as type of community	Ongoing	Internal, donor, VHT	NDMO and NGO partners, PD & CC Officers	Activities reported in Annual Report	
2.5 Improve Communications at Regional Level					
2.5.1 Link data bases of contacts for critical personnel and organisations for media	On-going	Internal	Director, Ops Manager, Snr PR & Media Officer & Snr IM Officer	Contact List up-dated regularly	
2.5.2 Promote connections to regional communications utilising UN Organisation for Coordination of Humanitarian Response UNOCHA & UNISDR	On-going	Internal & UN	Director, Snr PR & Media Officer & Snr IM Officer	Reports on regional engagement & attendance at regional fora	
2.5.3 Strengthen regional communications by attending regional meetings for IM, including PHT meetings	On-going	Internal & UN	Director, Snr PR & Media Officer & Snr IM Officer	i) # Seminars attended ii) Report on PHT attendance	
2.5.4 Develop mechanisms for capturing best practice at all levels in Vanuatu from national to community levels in communications to share at regional level	On-going	Internal & UN	Director, Snr PR & Media Officer & Snr IM Officer	i) Presentations by NDMO team reported in Annual Report ii) Participation as co-author on research papers	
2.5.6 Encourage on-going professional relationships to improve access to expertise and knowledge on communications systems including peer exchange, mentoring	On-going	Internal and donor scholarships	Director, donor partners	Report on exchange in Annual Report	

2.5.7 Promote standardisation of regional communications systems especially for multi country disasters	On-going	Internal & UN	NDMO, SPREP, SPC UNOCHA	Discussions re standardised comms systems reported in Annual Report	
2.5.8 Support regional standardisation of data collection & IM tools to link with 2.1.5	On-going	Internal & UN	NDMO, SPREP, SPC UNOCHA	Promotion of standardised communications tools reported in Annual Report	
2.6 Improve Communications at National Level					
2.6.1 Establish full time permanent NDMO Snr IM Coordinator's role	2016	NDMO staffing budget + DFAT role support	Director NDMO and PSC	Senior IM Coordinator's position filled	
2.6.2 Identify roles and responsibilities, between PMO (mandated as national communications focal point) & NDMO - who do they report to, how often and when do they engage with the media.	by June 2016	NDMO staffing budget	NDMO Snr IM Officer and Snr Media & PR Officer	Communications Manager Hired	
2.6.3 Develop an SOP for Reporting Structure, reporting immediately between strata for example NDMO ↔ Provincial ↔ Community, training and communication to be provided including surge capacity	2016	NDMO Operation Budget, VHT funding	NDMO and Provincial Offices	i) Reporting structure established ii) Reporting structure utilised	
2.6.4 Develop MOUs so that agreed reporting will be both ways and information should be disseminated (include why, what will be delivered, how and where)	2018	Communication mechanisms including MOUs	NDMO and Provincial Offices	i) Training provided ii) Information disseminated	
2.6.5 Develop effective Early Warning / Communication Strategy SOP around early warning and messaging strategies that include the dissemination of warnings to and preparedness of communities and government response agencies	1st quarter 2016	NDMO Budget	NDMO Snr IM Officer, Snr PR & Media Officer, Provincial Government, VMGD, Digicel, TVL, OGCIO SPC UN agencies	i) Early Warning Communications strategy developed ii) Training conducted	
2.6.6 MOUs established with communication service providers	2 nd Quarter 2016	NDMO Budget	Snr PR & Media Officer & Snr IM Officer, Provincial	MOUs established	

			Government, VMGD , Digicel, TVL, OGCIO		
2.6.7 Develop Evacuation Plans utilising the strategic partnership with IOM (International Organisation for Migration)	2 nd quarter 2016	IOM Budget and additional donor funding	IOM, NDMO PWD, Provincial Governments PD & CC Officers DRM & CCCM Officer	i) Evacuation plans established ii) Displacements Plans drafted iii) Evacuation Centre buildings identified & mapped	
2.6.8 Undertake capacity building and training to support Evacuation Plan and Evacuation Centre protocols	3 rd quarter 2016	IOM Budget and additional donor funding	IOM, NDMO PWD, Provincial Governments DRM & CCCM Officer	# Training Sessions conducted reported in Annual Report	
2.6.9 Undertake standardisation of early alert system across all hazards, mass education and awareness around information	End of 2016	NDMO budget,	NDMO, VMGD,	i) Alert systems standardised ii) Mass education conducted	
2.6.10 Develop knowledge products & IEC materials to support disaster risk management activities at national level.	On-going	Donor & internal	Activity supported by IRCCNH Project (Donor EU GFDRR), Red Cross, NZ Ministry of Civil Defence and Emergency Management.	Knowledge products to support disaster risk management	
2.6.11 Clarify and make more accessible language & messaging (Bislama), tone and terminology to ensure messaging is understood by local communities	On-going	NDMO Budget, PMO Budget	NDMO Snr PR & Media Officer & Snr IM Officer	Standardised messages in Bislama	
2.6.12 Messaging mainstreamed on DRM & CC into school curriculum	On-going	NDMO Budget, PMO Budget	Snr PR & Media Officer & Snr IM Officer, PMO Communications	DRR & CC in school curriculum frameworks	

			Manager, DRM & CCCM Officer		
2.6.13 Establish Communications Budget	May 2016	NDMO Budget,	NDMO	NPP submitted to MBC	
2.6.14 Explore Modern Technology with OGCIO, Digicel and TVL	1st Quarter 2016	Donor Partner and NDMO Budget	NDMO, TVL, Digicel and OGCIO	# meetings held MOU signed	
<i>2.6.15 Increase understanding of Accountability to Affected Populations (AAP)</i>					
i) Establish and mainstream concrete procedures, practices and mechanisms with sector partners for improving accountability to affected populations (AAPs) and Communications with Communities (CwC) appropriate for Vanuatu Context	1 st half 2016	Supported by UNICEF (till Feb 2016)	Director, CWC/AAP TA, NDMO TA CWC/AAP Working group Snr Prov Liaison Officer	Documented procedures, practices, mechanisms and examples	
ii) Increase resourcing & obtain ongoing financial support for AAP activities in Vanuatu.	On-Going	Internal Donor Support	CwC/AAP TA, NDMO TA CwC & AAP Working Group	Sustainable funding secured and incorporated into budgets	
iii) Conduct regular national and provincial training and simulation exercise with sector partners on Accountability to Affected Populations (AAP) and Communications with Communities (CwC) mechanism and process, as well as on the process of responding to feedback. (ongoing)	1 st Quarter 2016 (Pilot) Then On-going twice a year	Pilot supported by UNICEF Donor Partner	CwC/AAP TA, NDMO TA, CWC/AAP Working group, Provincial Liaison Officer, Training & Awareness Officer, Snr PR & Media Officer & Snr IM Officer	# training sessions reported in Annual Report # CwC/AAP TA verification of results of simulation exercise	

<p>iv) Facilitate feedback and response on critical cross cutting CwC/AAP issues through mainstreaming CwC/AAP within national, provincial and community Disaster plans and Aid Distribution activities.</p>	<p>On-going</p>	<p>Internal</p>	<p>CwC/AAP TA, Provincial Liaison Officer, Training & Awareness Officer, Snr PR & Media Officer & Snr IM Officer, Logistics Officer CWC/AAP Working Groups</p>	<p>Group Self Assessments tracking improvement. Report on AAP activities in Annual Report CwC/AAP included in National and Provincial Disaster Plans Records of CwC Activities held at NDMO</p>	
<p>v) Ensure media coverage of CwC/AAP feedback, issues being addressed and progress.</p>	<p>On-going</p>	<p>Internal</p>	<p>CwC/AAP TA, Provincial Liaison Officer, Training & Awareness Officer, Snr PR & Media Officer & Snr IM Officer, Logistics Officer CWC/AAP Working Groups</p>	<p>Records of media placements and activity</p>	
<p>vi) Establish CwC/AAP connections with regional, and international entities working in this space</p>	<p>Ongoing</p>	<p>Internal</p>	<p>CwC/AAP TA, Provincial Liaison Officer, Training & Awareness Officer, Snr PR & Media Officer & Snr IM Officer, Logistics Officer CWC/AAP Working Groups</p>	<p>Regional reports on CwC and other AAP forums shared including presentations on it.</p>	

vii) Increase accountability to Affected Population review across all sectors / line ministries	One sector review in a year	Donor Partner or VHT	AAP/ CwC TA, NDMO, TA, CwC/ AAP working group. Snr Prov Liaison Officer; IM Officer, Media & PR Officer	AAP assessment shared with relevant sector/ cluster for their improvement on accountability	
2.7 Improve Communications at Provincial Level					
2.7.1 Undertake Amendments to the Disaster Management Act	June 2016	World Bank TA, NDMO and stakeholders, IRCCNH	NDMO, Donor, IRCCNH	Disaster Act reviewed and gazetted	
2.7.2 Establish Communication Systems in Provinces utilising Tele radios, cell phones, land lines	2018	Donors – Project Proposal	NDMO IM Officer, PD & CC Officers	Communications system established in Provinces	
2.7.3 Develop a standardised Situation Report (SitRep) for events where the SGs need to approve report of PDO	2017	Internal	NDMO IM Officer	Standardised Situation Report (SitRep) in use	
2.7.4 Utilise provincial disaster office as PEOC	2016-2018	Internal & donor funding ie World Bank	Director, Sn Provincial Liaison Officer, PD & CC Officers	PEOC capacity reported in Annual Report	
2.8 Improve Communications at Community Level					
2.8.1 Undertake Tele radio communications training through PDCs, training Area Secretaries and CDCs with a Training and consultation budget	2018	Internal Donor	PD & CC Officers NGOs ie Red Cross, World Vision	Communication system established in Provinces	
2.8.2 Map community specific disasters to identify which communities are prone to what hazards	In process, completed end of 2018	World Bank funded project	NDMO VMGD PD & CC Officers	Community disasters mapped	
2.8.3 Develop Alternative Communication Strategy for times or locations with no reception (tsunami, EQ); Radio Vanuatu to reach all communities, tele radios; 'coconut news,' messaging.	2017	Traditional messaging resources,	NDMO Snr IM Officer and Snr Media & PR Officer, PMO	i) compile list of all alternative messaging strategies,	

			Communications, PD & CC Officers	ii) Alternative messaging strategies established	
2.8.4 Investigate traditional messaging as part of alternative Communication strategies	2017	Internal	NDMO Snr IM Officer and Snr Media & PR Officer, Chiefs, VCC, PD & CC Officers	Traditional messaging utilised and reported	
2.8.5 Undertake awareness for people to understand natural hazard signs	2017	Internal	NDMO Snr IM Officer and Snr Media & PR Officer, Chiefs, VCC, PD & CC Officers	Reported in Annual Report	
2.9 Improve coordination at a regional level					
2.9.1 Strengthen linkages between regional scientific and technical agencies with national, sectoral and local level agencies to ensure the integration of risk information into development planning and decision-making processes and systems.	ongoing	Internal & Donor	UNISDR IFRC UNOCHA, UNFCCC SPREP BOM SPC, WB, ADB,	i) Meeting records ii) guidance documents disseminated	
2.9.2 Attendance at regional meetings workshops & seminars	ongoing	Internal & donor	NDMO	# meetings reported in Annual Report	
2.9.3 Develop risk exposure database.	On-going	WB and SPC.	SPC, WB,	National risk and exposure data are collected, compiled and collated, and the Risk Exposure Database is developed and maintained.	
2.9.4 Progress cooperation on technical advice for post disaster assessments.	On-going	Support provided by UNOCHA and IFRC.	UNOCHA and IFRC	Assessments & processes revised	
2.10 Improve coordination at a national level					

2.10.1 Undertake Stakeholder Mapping to strengthen existing communication networks	Ongoing	HR, equipment, Digicel, TVL, internet, OGCIO	NDMO, WFP, Digicel, TVL, OGCIO	Communication networks mapped	
2.10.2 Enhance reach of Early Warning Systems and Coordination	Ongoing	Seek donor support for software, budget funding, equipment	NDMO Director, Snr IM Officer and Snr Media & PR Officer,	Reach of early warning systems expanded	
2.10.3 Devise strategies to ensure information comes from trusted community sources for stronger Information Sharing Systems	On-going	Internal	NDMO Snr IM Officer and Snr Media & PR Officer, IMWG	Report on improved systems in place	
2.10.4 Advocate for increased DM Emergency funding to provincial funding facilities for immediate access, pre the release of emergency funds via an NPP submission	May 2016	Internal	NDMO Director, DG and FM (CSU), DLA, Secretaries General	i) NPP prepared for MBC consideration ii) NDM Act review investigates the facility	
2.10.5 Develop TORs to accommodate roles and processes for mobilising surge partners to ensure external parties act in supportive roles and clearly outline how all parties are to work together	December 2016, ongoing	TA	NDMO and stakeholder agencies, VHT	i) Discussion Paper Roles clearly defined For Surge partners act in support ii) TOR developed	
2.10.6 Strengthen the Incident Command System within the EOC by establishing a clearer command structure for response	Ongoing	PIEMA (AIIMS), US Fire and Forest Service	NDMO, Provinces and Municipality	i) Incident command system established ii) Clear structures exist iii) MOU signed	
2.10.7 Provide Incident Command System training for NEOC staff	Ongoing	PIEMA (AIIMS), US Fire and Forest Service	NDMO, Provinces and Municipality	i) Training delivered and reported in Annual Report	
2.10.9 Develop Resource and communication mapping for coordination purposes defining who has access to what and where (JPOC), including how many sim cards are active in which locations	Ongoing	Internal and Cluster funding	NDMO and cluster Leads	Resources mapped	
2.10.10 Strengthen links with other emergency service providers	Ongoing	Ambulance, fire, police, military, maritime, CAAV, VCH	NDMO, Provincial Govt, municipalities,	Development of SOPs utilise emergency services	

			emergency service provides		
2.10.11 Develop SOPs to link agencies with NEOC to ensure links feed all the way to community level with other emergency services, clusters and leads, provincial gov't, municipalities, local authorities, NDMO	1 st Quarter 2017	Internal	NDMO, provincial Govt, municipalities, cluster leads	SOPs developed to utilise NEOC services	
2.10.12 Standardise NFI Items and identify warehousing solutions	1st Quarter of 2016	Internal	NDMO, Line Ministries, Red Cross and NGOs	Standardisation protocols in use	
2.10.13 Undertake prepositioning of NFIs at provincial level to facilitate faster distribution ie transport of storage units,	Ongoing	VHT, Donors GoV	NDMO, Line Govt agencies, donor and humanitarian partners	NFI preposition / coordination at provincial level	
2.10.14 Review legislation	2016	World Bank Funding,	NDMO World Bank, SLO LRC	DRM Legislation gazetted	
2.10.15 Develop Guidelines to address security protocols and agency Roles and Responsibilities for PLWD, women and children	2016/2017	Internal VHT Clusters	NDMO	Guidelines developed	
2.10.16 Progress contingency planning for Hazard events Refer Objective 3.1.16 & 3.1.17	2016/2017	Internal & donor (World Bank)	NDMO, PD & CC Officers, Provincial Government, VHT Donor partners	Multi Hazard Plans developed	
2.11 Improve coordination at provincial level					
2.11.1 Strengthen links with Provincial level partners NGOs based in provinces,	Ongoing	Centralised networking of Provincial Govt, Central Agencies, Partner organisations, NDMO	Provincial Govt, Central Agencies, Partner organisations, NDMO, PD & CC Officers	Strong PDC network reflected through Quarterly Reports	

2.11.2 Undertake prepositioning of NFIs at provincial level	Ongoing	Warehousing and storage for emergency supplies, transport, maintenance personnel	NDMO, Govt and humanitarian partners	Supplies pre-positioned and reported	
2.11.3 Develop new Hazard Specific Disaster Response Plans specific to each province	2016 ongoing (refer to Objective 1)	NDMO provincial budget, VHT,	NDMO, provincial Govt, Line Govt agencies, donors and partners, PD & CC Officers	Disaster Response Plan completed and utilised	
2.11.4 Identify Roles and Responsibilities for Hazard Specific Disaster Response Plans	2016	NDMO provincial budget, VHT,	NDMO, provincial Govt, Line Govt agencies, donors and partners PD & CC Officers	Disaster Response Plan completed and utilised	
2.11.5 Develop a list and map of community evacuation centres that meet defined suitability/standards	2017	NDMO provincial budget, VHT,	NDMO's DRM & CCCM Officer provincial Govt, Line Govt agencies, donors and partners PD & CC Officers,	i) List updated and ii) maps available	
2.11.6 Strengthen Provincial capacity for DRM through training on Disaster Response Plans	On-going	NDMO provincial budget, VHT,	NDMO, provincial Govt, Line Govt agencies, donors and partners, DRM & CCCM Officer	# training sessions reported in Annual Report	
2.11.7 Institutional strengthening of NDMO in provinces including physical infrastructure and equipment	End of 2018 Refer to objective 1	PDOs, NDMO Offices, PEOC equipment, NDMO Budget	NDMO and provincial offices, PD & CC Officers	NDMO offices and officers in all provinces	
2.11.8 Develop Public Private Partnerships (PPPs)	Ongoing	MOUs, MOAs, Stand by Contracts	NDMO and private sector	MOA and MOU established	

2.12 Improve coordination at community level					
2.12.1 Establish, build capacity, resource and support CDCCCs	Ongoing	NDMO and partner budget support	NDMO, PD & CC Officers Provincial Gov't, partners	CDCCCs established & reported	
2.12.2 Link community evacuation and disaster response plans and reporting into provincial planning	Ongoing	Supported by provincial Gov't and partners,	NDMO, PD & CC Officers provincial Gov't, and partners	Completion of community response plans	
2.12.3 Strengthening communication dissemination and coordination including early warning two ways and across communities by utilising HF Radios, VHF, internet, SMS, satellite phones, NDMO , Digicel, TVL and development partners	2016, ongoing	Supported by provincial Gov't and partners,	NDMO, PD & CC Officers Provincial Government, humanitarian and private partners	i) Equipment procurement undertaken ii) Equipment in place with location/type recorded iii) Reported in Annual Report	
2.12.4 Facilitate the process of placing HF Radio with area council secretaries	2016, ongoing	Donors	NDMO, PD & CC Officers Provincial Government, humanitarian and private partners	Tele-radios procured	
2.12.5 Establish protocols outlining how and when communication is to occur for better coordination	2016, on-going	Internal	NDMO Provincial Government	Protocols agreed and reported	

OBJECTIVE 3: STRENGTHEN DISASTER RISK MANAGEMENT OPERATIONS IN PREPAREDNESS, RESPONSE AND RECOVERY FOR A SAFER, SECURE AND RESILIENT VANUATU

Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & from where)	Responsibility (Who?)	Key Performance Indicators KPI	M&E
OBJECTIVE 3: STRENGTHEN DISASTER RISK MANAGEMENT (DRM) OPERATIONS IN PREPAREDNESS, RESPONSE AND RECOVERY FOR A SAFER, SECURE AND RESILIENT VANUATU					
3.1 Improve DRM Operational Preparedness					
3.1.1 NDMO update population data, facilities like schools and health centres, infrastructure, highest point for evacuation for Multi Hazard responses	Annually (Jan- Nov)	Vanuatu Government Donor partners and NGOs, Red Cross & Private sector	Provincial Govt, VNSO IM Focal Point, Health Cluster, PWD, Education , Lands Dep't, OGCIO PD & CC Officers Snr IM Officer	i) Updated logistic data ii) School mapping data established in each province ii) Updated population database established in each province iv) Updated Infrastructure map in each province	
3.1.2 NDMO develops updated list of pre-positioned supplies	Annually (Jan-Nov)	Investigate funding from NGO, VHT Partners, Provincial Government & Faith Based Associations	PDO, CDC, NGOs VHT Partners, Red Cross, PD & CC Officers	Prepositioned stock update at the National and Provincial level reported to NDMO	
3.1.3 Investigate establishment of accounts for Disaster Response being set-up in each provinces	November 2016	Internal	NDMO	i) DCO Paper ii) Approved budget for each province	
3.1.4 Develop a Cluster agreement on recommended specification of relief goods likely to be useful	March 2016	Internal	NGO, VHT Partners Red Cross, NDMO	Standardized document of relief goods approved	
3.1.5 Provide demographic data to the Provincial level or to implementing agencies	2016 - 2018	Stakeholder funding sourced	NDMO, Snr IM Officer, PD & CC Officers, NSO, IMWG Provincial Government	i) One population database completed ii) One population map completed	

			Government line agencies VHT partners	iii) Updated demographic data every 6 months iv) IM format created and v) data based established	
3.1.6 Provide geographic data (water sources, infrastructure, high point) at the Provincial level and to implementing agencies	2016 - 2018	Funding allocated from Government line agencies, VHT	OGCIO, Lands Dep't NDMO, Water Resources	One geographical atlas completed	
3.1.7 Establish national minimum standards for NFI, nutrition (food basket) etc for each cluster	2016	Internal	Cluster Lead, VHT NDMO	Standard NFI manuals completed	
3.1.8 Conduct and provide DRM training opportunities for PDC and CDC personnel incorporating traditional resilience & coping strategies	Ongoing	NDMO Donor agencies VHT	NDMO, VHT, PD & CC Officers	Training attended and provided	
3.1.9 Establish CDCs within all Communities	Ongoing program	Internal GoV	NDMO, VHT NGOs PDOs & Area Secretaries, PD & CC Officers	i) CDCs established in Area Councils ii) List of established and registered CDCs	
3.1.10 Link CDCs to Provincial Government	June 2016	Internal	Provincial Liaison Officer to lead	Discussion Paper to assess CDC role to investigate issues and processes for providing links	
3.1.11 Build provincial disaster centres in at 4 provinces REFER 1.5.3	Refer 1.5.3	Donor agencies NDMO	NDMO, PD & CC Officers Provincial Government	Provincial disaster centres built Refer 1.5.3	
3.1.12 Conduct Multi Hazard DRM awareness throughout Vanuatu to ensure communities are better prepared for future disaster	Ongoing	Funding sourced through VMGD, NDMO VHT & Prov Gov't	VMGD, NDMO, PD & CC Officers VHT & Provincial Government	i) DRM Awareness delivered ii) Awareness report provided	
3.1.13 Production of IEC materials for DRM incorporating traditional resilience & coping strategies and recognising Custom Culture, ecosystems impact	Ongoing	VHT, GoV	VMGD, NDMO, PD & CC Officers PMU, NGOs	Posters, brochures, leaflet developed	

			Provincial Government		
3.1.14 Support identification of existing buildings to be graded, upgraded & used as Evacuation Centres (ECs)	2016 – 2019	Donor partners Stakeholder agencies & GoV	IOM, NDMO, PD & CC Officers Partner agencies & Red Cross	i) Identify buildings ii) GIS located	
3.1.15 Develop and implement National ToT manual for DRM and CCA (informal education sector)	2016 – 2019	TVET Program and Donor partners	Provincial Government NDMO, Prov Liaison Officer, Training & Awareness Officer, VHT, TVET, VQA (Vanuatu Qualification Authority), VRDTCA	i) Training manual developed ii) Endorsement from VQA iii) List of assessed trainers ToT conducted	
3.1.16 Advocate for savings & loan schemes at the community level so that communities are self-sufficient and more financially resilient after a disaster event	Ongoing	Internal Cooperative Private sector Financial Institution	Cooperatives, VNPF, Provincial Government, NDMO Financial Institutions	i) Community discussions held ii) Media release	
3.1.17 Develop Multi Hazard Provincial Disaster Plans for each of the six provinces based on hazard and risk models and quantitative risk assessments	2016 – 2018	Seek funding from NDMO, Provincial Government, VHT & Donor partners	NDMO, PD & CC Officers, Provincial Government, VHT Donor partners	Provincial Multi Hazard Disaster Plans developed	
3.1.18 Develop Hazards Specific Response Plan for each province	2016 – 2018	Seek funding from NDMO, Provincial Government, VHT & Donor partners	NDMO, PD & CC Officers, Provincial Government, VHT Donor partners, DRM & CCCM Officer	Response Plan for specific hazard developed	
3.1.19 Assist the establishment of stand-by communication means in each province (HF, VHF, Sat-phone and radio station)	2016 – 2018	Donor partners NDMO	OGCIO, Snr IM Officer, PD & CC Officers, NDMO Provincial Gov	Stand-by communication means established	

3.1.20 Assist the development of Hazard Emergency Plans for each Government department, private sector	2016 – 2018	Government	Each Department Private sector	Emergency Plans developed	
3.1.20 Advocate embedding of Cluster System for DRR planning in GoV agencies with appropriate resourcing	2016 – 2018	GoV	DG, Director GoV agencies	Annual Report on mainstreaming	
3.1.22 Advocate the nomination of a representative within each Lead and Co Lead Agency to participate in Cluster System	2016 – 2018	GoV	DG, Director, GoV agencies	Nominations provided to NDMO	
3.1.23 Negotiate governance arrangements and agreements for the coordinated use of NDMO, Fire, Police and other emergency services with workshop to identify gaps & legislative needs	2016 – 2018	GoV	DG, Director GoV agencies	i) # Workshops ii) # MOUs	
3.2 Improve Response Systems					
3.2.1 Establish logistics coordination system	2016 – 2018	Identify funding from Vanuatu Government, Red Cross & Donor partners	NDMO, Logistics cluster Provincial Government	i) MoU with transport providers /suppliers ii) Update the prepositioning of NFI iii) Create logistic structure iv) Updated logistic capacity of each province v) Updated available resources (mapping)	
3.2.2 Support the provision of information on population and facilities made readily available	2016 – 2018	Secure funding from Vanuatu Government (NDMO) Provincial Gov Donor partners	NDMO, NSO, OGCIO, Provincial Gov Government line agencies, VHT partners, DRM & CCCM Officer	i) Population and facility information available ii) Updated information on population and facilities	
3.2.3 Develop PDC SOPs for the 6 provinces	2016 - 2018	Provincial Government NDMO, VHT	Provincial Government NDMO, PD & CC Officers	PDC SOPs developed	

3.2.4 Improve multi-hazard Early Warning Systems at a national, provincial and community level	On-going	GoV VHT	Director, Operations Manager	MHEWS established	
3.2.5 Implement a fully functioning, tested, standardised system for disaster/emergency and incident management.	On-going	GoV VHT	Director, Operations Manager DRM & CCCM Officer	Incident Management System	
3.3 Improve Information Flows					
3.3.1 Train Information Management officer (3Ws set up)	2016 – 2018	OCHA, NDMO, VHT	OCHA, Government line agencies	Information Management Officer training reported	
3.3.2 Regular inter-cluster meetings at national & provincial levels	Ongoing	Investigate funding from VHT, NDMO Clusters, PDC	PDC, NDMO VHT, Cluster	i) Regular meeting minutes provided ii) List of represented cluster rep	
3.3.3 Review Situation Report (Sitrep) Template	2016	NDMO, VHT	NDMO, Cluster Provincial Government	Revised National Sitrep Template	
3.3.4 Improve return flow of information with impact assessment mapping and monitoring	On going	Internal, donor partners	NDMO, Sector agencies	Impact assessment reporting	
3.3.5 Develop procedures for response related asset management ie radios, vehicles	2016 – 2018	Provincial Government NDMO VHT	Provincial Government NDMO Government line agencies	i) Developed procedures and guidelines ii) vehicles & equipment repaired after disaster	
3.4 Improve Recovery Processes and Procedures					
3.4.1 As a coordination agency working with PMO, advocate medium to longer term needs plus priority actions after the response phase by working with cluster agencies to incorporate the longer term needs considerations with disaster response assessments	2016 – 2018	Donor agencies Vanuatu Government (Response & Recovery Fund)	PMO, NDMO, Provincial Government, Government line agencies Communities	Long terms recovery plans developed	
3.4.2 Support Post Disaster Needs Assessment	On-going as required	UN agencies, World Bank, ADB	NDMO UN agencies, IRCCNH Project	PDNA supported	

			(Donor EU GFDRR),, ADB		
3.4.3 Participate in discussion with implementing agencies on recovery plan	Ongoing	National Government Implementing agencies Provincial Government Donor partners	Provincial Government National Government Implementing agencies	Support Recovery plans integration into existing projects and programs	
3.4.4 Advocate all recovery plans developed by sectors/clusters have identified funding/budget	Ongoing	National Government (PMO). Donor partners Clusters	NDMO, Clusters Provincial Government Government line agencies	Recovery plan developed by sector and funding allocated & reported	
3.4.5 Utilise Lessons Learned Cyclone Pam to investigate and devise prompt project implementation based on Recovery Frame work planning	Mid 2016	Internal	NDMO, PM's Office, Recovery Committee	Annual Report on prompt recovery project implementation	
3.4.6 Investigate creation of an Impact Data Base (Disaster Data Base)	2017	Internal	DSPPAC, PM's Office, NDMO, VMGD	Discussion Paper	
3.4.7 Consider NDMO role in Loss & Damage (PDNA) assessment	2017	Internal	DSPPAC, PM's Office, NDMO, VMGD	Discussion Paper	

Objective 4: Facilitate harmonisation and mainstreaming to promote coherence between Disaster Risk Management including Climate Change approaches, systems, programmes and stakeholders involved in development (preparedness, response & recovery)

Activity (How? & What?)	Timing (When)	Resources (Funding – With What? How Much & from where)	Responsibility (Who?)	KPI	M&E
Objective 4: Facilitate harmonisation and mainstreaming to promote coherence between Disaster Risk Management including Climate Change approaches, systems, programmes and stakeholders involved in development (preparedness, response & recovery)					
4.1 Advocate that all CC and DRR projects or initiatives gain approval from NAB prior to implementation					
4.1.1 NDMO to review procedures/guidelines and assign responsibility to reflect NAB & NDC requirements	ongoing	Externally funded projects	NDMO All government and partner agencies	NAB endorsement letter and reported	
4.2 Ensure that CC and DRR projects and programmes funded through various donors complement each other and consistently meet government set priorities					
4.2.2 Review procedures and guidelines	ongoing	Government and Externally funded projects	NAB, PMU, NDMO	Government endorsement and reports	
4.2.3 Advocate the importance of Custom, Culture, traditional coping and resilience and environment into CC & DDR projects, policy & initiatives	On-going	Government and Externally funded projects	NDMO, DSPPAC, VHT Line Agencies	Annual Report	
4.2.3 Explore Regional Risk Sharing mechanism to progress funding & resources	On-going	RRS funds	PMO, NAB, NBMO, MCCA, Foreign Affairs	Discussion Paper	
4.2.4 Progress Vanuatu’s status as a National Implementing Entity (NIE) to facilitate CC funds being held in country for rapid disbursement	By Dec 2017	Internal, TA support	NAB, VMGD, MCCA’s CSU	NIE status granted	
4.2.5 Investigate opportunities for Small Grants facility for CC & DRM activities	By Dec 2018	Internal, TA support	NAB, VMGD, MCCA’s CSU MFEM	i) Small Grants facility established ii) Reported activities in Annual Report	
4.2.6 Develop DRM & CC Finance Mapping to provide information on donor funding mechanisms and	2017	Internal	NAB Strategic Manager, Research &	i) White Paper ii) COM Paper	

current projects to avoid duplication & use of available funds			Planning Officer, Director + MFEM	iii) Financial Tracking Map established & operating iv) regular up-dating of activities	
4.2.7 Investigate MOUs with Local Authorities and Provincial Governments to accelerate access to resources for rapid response in times of disaster/emergency	2017	Internal	NDMO, MFEM	# MOUs	
4.2.8 Review legislation to advocate for funding mechanisms, procedures and responsibilities are clearly delineated to provide clear governance framework for rapid access to DRR funding	May 2016	World Bank funding for legislative drafting	NDMO, VMGD, SLO, WB TA	i) Consultative workshops ii) Newly revised DM Act	
4.3 Provide reporting on CC and DRR initiatives to provide regular reporting and engage with coordination fora at provincial and national levels in support of coordination					
4.3.1 Devise M&E system to strengthen coordination.	ongoing	Government and external	NAB, NDMO, PMU	M&E system developed and implemented/reported	
4.3.2 Develop information based products.	ongoing	Government and external	NAB, NDMO, PMU	IM products in use	
4.3.3 Strengthen capacity at provincial level through training and review of procedures and guidelines to enable PDCCCs to coordinate CC and DRR initiatives ie UNDP Small Grants	ongoing	Internal and external	NDMO NAB	i) DRR and CC reflected in provincial plans, procedures and guidelines ii) Quarterly coordination meetings focused on DRR and CC held at provincial level, and reported	
4.3.4 Utilise e-mail system + newsletters to inform stakeholders of funding opportunities	On-going	Internal	NDMO	i) Newsletters and e-mail utilised and ii) Reported in Annual Report	
4.3.5 Undertake Vulnerability Assessment across all provinces to assist government with identifying key priority areas to integrate CCA and DRR					
4.3.5.1 Seek donor and implementing agency support to draft and devise integrated Vulnerability Assessments	2016 - 2018	Externally funded projects	NAB, NDMO	i) Funding identified ii) Stakeholders workshop held and reported iii) Assessment carried out	

				iv) Vulnerability Assessment report produced and disseminated	
4.3.5.2 Promote Preventative Action projects as a responsive mechanism to prepare for emerging CC and DRM projects and initiatives.	On-going	Donor and GoV	NDMO, NAB, DSPPAC, VMGD, Prov Gov'ts, Local Authorities	Preventative Action White Paper	
4.4 Utilise vulnerability assessment tools that integrate climate change adaptation and disaster risk reduction considerations/approaches					
4.4.1 Promote requirement to integrate and standardise assessment tools through existing network and NAB processes at all levels (national, provincial, community) for stronger planning, preparedness, response & rehabilitation to implement programs/projects	ongoing	Government and External	All government and partner agencies, Snr IM Officer and Snr Media & PR Officer,	i) Joint climate change and DRR assessment tools developed ii) Tools integrated into development planning processes and reported	
4.4.2 Work with OGCIO for integrated data sharing protocols	Ongoing	GoV	OGCIO, Snr IM Officer and Snr Media & PR Officer, Telecoms, NSO, DSPPAC, NAB, NDMO	Discussion Paper	
4.5 Utilise Sendai Framework and UNFCCC to inform legislative and SOP reviews to ensure compliance and responsibilities					
4.5.1 Promote Sendai approaches and standards/requirements	Ongoing	Government and external	NDMO, NAB, SLO	i) Revised legislation and SOPs reviewed ii) Reported in Annual report	
4.6 Continue advocacy for mainstreaming of DRM/CC into other sector policies, structures, budgets and legislations (Refer to Objective 1)					
4.6.1 Participate in sector framework and budgetary development or review discussions	Ongoing	Government and external	NDMO, Sector stakeholders, NAB, PSC	i) DRR/CC considerations into sector policies, budgets and legislation ii) Annual report iii) DRR/CC posts created within sector structures or integrated into existing JDs and reported	

4.7 Strengthen disaster statistics collection and management to support DRM and CC integration approaches (Refer to Objective 2)					
4.7.1 Lobby the relevant departments to strengthen DRM and CC relevant data (demographic, socio-economic, geo-spatial) including traditional responses	Ongoing	Government	NDMO Snr IM Officer and Snr Media & PR Officer, Statistics, Donors, OGCIO Private sector	Data accessible and relevant for effective preparedness, response and recovery	
4.8 Strengthen communication linkages between community and DRM stakeholders					
4.8.1 Develop a community centric multi-hazard early warning system and DRM/CC monitoring system	Ongoing	External and government	NDMO Snr IM Officer, VMGD Government agencies Private sector	Early warning system established to capture effects and impacts of natural/CC disasters	
4.9 Enhance multi-sector and integrated DRM/CC research					
4.9.1 Promote and undertake multidisciplinary research with other stakeholders and partners	2016 - 2018	Government	NDMO, VMGD NAB, Other stakeholders	i) Research publications produced and reported ii) Papers available on NAB Portal & NDMO Web Site	
4.9.2 Undertake research into traditional coping resilience and response knowledge	2016 - 2018	Seek donor funding	NDMO, Donor, Malvatumauri, Cultural Centre	i) Research Paper ii) Traditional knowledge informs CC & DRM Planning	

