

**IASC In-Country Team Self-Assessment Tool  
for Natural Disaster Response Preparedness**

**The term IASC In-Country Team is used throughout this paper to represent the IASC-type structure at field level. As at headquarters, this should be composed of the representatives of all fourteen leading UN and non-UN humanitarian agencies and three NGO consortia. <sup>1</sup>**

<b>Area of Preparedness</b>	<b>Questions-checklist</b>	<b>Selected resources</b>
<b>1. National Capacity Inventory</b>	<p><b>What resources does Government have?</b></p> <ul style="list-style-type: none"> <li>• Institutional “architecture” for risk management (government, private sector, NGOs, civil society groups, National Plan)</li> <li>• Participation of stakeholders</li> <li>• Legal framework clear</li> <li>• National budget allocations</li> <li>• Sub-regional bodies in existence</li> <li>• Government’s readiness level (stockpiles, logistics/communications)</li> <li>• Government’s willingness &amp; capacity to receive assistance or to respond alone</li> <li>• Modalities for requesting international assistance</li> </ul>	<ul style="list-style-type: none"> <li>• Risk Map and Capacity Inventory in Central America, 1999 (Oxfam)</li> <li>• UN/ISDR National platforms and Country Profiles for “Disaster Risk Reduction” 1994/2004: <a href="http://www.unisdr.org/eng/country-inform/introduction.htm">http://www.unisdr.org/eng/country-inform/introduction.htm</a></li> <li>• UNDAC national disaster response preparedness assessment missions (i.e. Guatemala, Mongolia, Georgia, Philippines etc.)</li> <li>• UNDP and UNEP disaster risk index analysis tool: <a href="http://gridca.grid.unep.ch/undp/">http://gridca.grid.unep.ch/undp/</a></li> </ul>

<sup>1</sup> FAO, OCHA, UNICEF, UNDP, UNFPA, WHO, WFP, UNHCR, OHCHR, RSG-IDPs, ICRC, IFRC, The World Bank, IOM, Inter-Action, ICVA, and SCHR.

<p><b>2. IASC In-Country Team awareness</b></p>	<p><b>Do all IASC In-Country Team members share a common vision and awareness about disasters?</b></p> <ul style="list-style-type: none"> <li>• Shared understanding of risk management in the context of the country’s current situation, links between development practices and vulnerabilities</li> <li>• Mandate and vision of each agency defined</li> <li>• Acceptance by each member of real possibility of emergency on their watch</li> </ul>	<ul style="list-style-type: none"> <li>• Executive Guide for UN RCs in relation to Natural Disaster Situations (OCHA)</li> <li>• “Disaster Risk Reduction”, Humanitarian Practice Network, ODI</li> <li>• “At risk”, Wisner, Ben, Cannon , Terry et al. , Routledge,</li> <li>• “Disaster and Development”, Cuny, Fred, 1983, Oxford University Press, Oxford, UK</li> <li>• “Living With Risk, A global review of disaster reduction initiatives” (UN/ISDR)</li> <li>• “Reducing disaster risk: a challenge for development”, UNDP</li> </ul>
<p><b>3. Hazard Identification, Monitoring and Early Warning</b></p>	<p><b>Is the IASC In-Country Team informed about risk levels?</b></p> <ul style="list-style-type: none"> <li>• Natural risks identified &amp; prioritized</li> <li>• Disaster prone areas mapped</li> <li>• History, incidence &amp; scale researched</li> <li>• Scientific experts &amp; institutions contacted</li> <li>• Links with early warning systems (local, regional, global) established</li> <li>• Monitoring mechanism within the IASC In-Country Team established and updated regularly</li> </ul>	<ul style="list-style-type: none"> <li>• UNEP/DEWA/GRID-Europe, UN/ISDR (on-line hazards maps and vulnerability information): <a href="http://www.grid.unep.ch/activities/earlywarning/preview/">http://www.grid.unep.ch/activities/earlywarning/preview/</a></li> <li>• Promotion of EW (Early Warning) systems: <a href="http://www.unisdr.org/ppew">www.unisdr.org/ppew</a></li> <li>• Tsunami EW and mitigation system for the Indian Ocean: <a href="http://www.cred.be/sitemap.htm">http://www.cred.be/sitemap.htm</a></li> <li>• Regional forecast of El Niño phenomenon: <a href="http://www.ciifen-int.org/">http://www.ciifen-int.org/</a></li> <li>• Global portal on environment and disaster data: <a href="http://geodata.grid.unep.ch/">http://geodata.grid.unep.ch/</a></li> <li>• Information and data on disasters: <a href="http://www.cred.be/sitemap.htm">http://www.cred.be/sitemap.htm</a></li> <li>• <a href="http://www.reliefweb.int">www.reliefweb.int</a></li> <li>• <a href="http://www.hewsweb.org">www.hewsweb.org</a></li> <li>• <a href="http://www.noaa.gov">www.noaa.gov</a></li> <li>• <a href="http://www.usgs.gov">www.usgs.gov</a></li> <li>• <a href="http://www.fews.net">www.fews.net</a></li> <li>• <a href="http://www.fao.org/giews">www.fao.org/giews</a></li> <li>• <a href="http://www.fao.org/news/global/locusts">www.fao.org/news/global/locusts</a></li> <li>• “Reducing disaster risk: a challenge for development”, UNDP</li> </ul>

<p><b>4. Vulnerability Assessment</b></p>	<p><b>Is the IASC In-Country Team aware of vulnerabilities?</b></p> <ul style="list-style-type: none"> <li>• Data on poverty levels gathered</li> <li>• Most vulnerable groups mapped geographically (including minorities)</li> <li>• Socio-economic &amp; cultural practices that raise vulnerability identified</li> <li>• Risks and vulnerabilities triangulated to identify geographic “hot spots”</li> </ul>	<ul style="list-style-type: none"> <li>• Human Development Report</li> <li>• Government census</li> <li>• VAM (Vulnerability Risk Assessment), WFP</li> <li>• EpiMap (Expanded Programme on Immunization), EpiInfo: <a href="http://www.who.int/vaccines-surveillance/tools.htm">http://www.who.int/vaccines-surveillance/tools.htm</a>, WHO</li> <li>• DevInfo (Development Information System), UNICEF</li> <li>• VCA (Vulnerability Capacity Assessment), IFRC</li> <li>• CRA (Comparative Risk Assessment), <a href="http://www.proventionconsortium.org">www.proventionconsortium.org</a></li> <li>• EIA (Environnemental Impact Assessment), Joint OCHA/UNEP Environment Unit</li> </ul>
<p><b>5. Contingency Planning</b></p>	<p><b>Is the IASC In-Country Team prepared for contingencies?</b></p> <ul style="list-style-type: none"> <li>• Does the UNCT have an inter-agency Contingency Plan for natural disasters?</li> <li>• National counterpart(s) involved in risk planning</li> <li>• Regular meetings held with partners</li> <li>• Risk map updated</li> <li>• Scenarios built, probabilities assigned</li> <li>• Triggering factors to implement emergency response established</li> <li>• Human resource, logistics and funding needs for most likely scenarios developed</li> </ul>	<ul style="list-style-type: none"> <li>• IASC Contingency Planning guidelines</li> <li>• DMTP module on disaster preparedness</li> <li>• IASC Sub-Working Group on Preparedness and Contingency Planning</li> <li>• WFP guidelines</li> </ul>

<p><b>6. Capacity Inventory: Human, Financial and Material Resources</b></p>	<p><b>What resources does the IASC In-Country Team have at hand?</b></p> <ul style="list-style-type: none"> <li>• CCA-UNDAF incorporates disaster risk management</li> <li>• Access to technical support</li> <li>• Natural disasters focal point exists in the country team</li> <li>• Disaster plan for each agency updated and tested</li> <li>• Disaster experience of IASC In-Country Team members identified</li> <li>• Access to emergency funding</li> <li>• Awareness of available services, tools and mechanisms</li> <li>• Information management platforms following disasters</li> </ul>	<ul style="list-style-type: none"> <li>• OCHA 24/7 duty system</li> <li>• Rapid deployments: OCHA: UNDAC (UN Disaster Assessment and Coordination Teams). IFRC: FACT (Field Assessment and Coordination Team), RDRT (Regional Disaster Response Team), ERU (Emergency Response Units), NDRT (National Disaster Response Team) etc.</li> <li>• IHP (International Humanitarian Partnership), support modules and packages, OCHA</li> <li>• OCHA/UNDP Regional Disaster Response Advisors, IFRC Regional Disaster Management coordinators</li> <li>• INSARAG (International Urban Search and Rescue), OCHA</li> <li>• Civil-Military Coordination – CMCoord Officers, OCHA</li> <li>• UNHAS (UN Humanitarian Air Service), WFP</li> <li>• UNJLC (UN Joint Logistics Centre), WFP</li> <li>• HIC (Humanitarian Information Centre), OCHA</li> <li>• Environmental Expertise, OCHA</li> <li>• Emergency Cash Grants (OCHA, UNDP, etc.), DREF (Disaster Relief Emergency Fund), IFRC.</li> <li>• Reliefweb, IRIN (Integrated Regional Information Networks), OCHA</li> <li>• UN Humanitarian Response Depot in Brindisi (stockpiles of emergency items), OCHA</li> <li>• IFRC regional stockpiles</li> <li>• NGO stockpiles</li> <li>• OSOCC (On-Site Operations Coordination Centre), on-site and virtual, OCHA</li> </ul>
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<p><b>7. Logistics/ IT / Communications</b></p>	<p><b>What logistical means and resources are available to the IASC In-Country Team?</b></p> <ul style="list-style-type: none"> <li>• Inventory of transportation means available in country</li> <li>• Inventory of each agency’s capacity in radio and satellite communications</li> <li>• Inventory of storage-handling options</li> <li>• Inventory of transport and hubs in neighbouring countries</li> <li>• Awareness of customs procedures for incoming relief workers or in-kind contributions and international agreements governing use of emergency telecommunication in disasters</li> </ul>	<ul style="list-style-type: none"> <li>• DMTP module on logistics</li> <li>• UNJLC</li> <li>• WFP</li> <li>• PAHO/SUMA Logistics Support Systems</li> <li>• Inter-Agency Emergency Logistics (IASC)</li> <li>• FITTEST (Fast IT &amp; Telecommunications Emergency &amp; Support Team)</li> <li>• Model Agreement on Customs Facilitation/Tampere Convention, OCHA</li> <li>• HLS (Humanitarian Logistics Systems), IFRC</li> </ul>
<p><b>8. Partnerships</b></p>	<p><b>What partners does the IASC In-Country Team have at hand?</b></p> <ul style="list-style-type: none"> <li>• National emergency management agency &amp; key local contacts identified</li> <li>• MOUs established with implementing NGOs in key emergency sectors</li> <li>• Prior arrangements agreed upon with major private sector actors regarding involvement in disaster relief efforts</li> <li>• Standby agreements in place with suppliers to procure relief items locally</li> <li>• Overview of relief items frame agreements (in case of agreements by one company with more than one agency)</li> </ul>	<ul style="list-style-type: none"> <li>• Media (IRIN etc.)</li> <li>• Private sector</li> <li>• Military (see Civil Military Coordination “Oslo Guidelines” under 10)</li> <li>• Regional coordinating bodies with jurisdiction (e.g. CDERA, CEPREDENAC etc.)</li> </ul>

<p><b>9. Coordinating Arrangements</b></p>	<p><b>How closely will the agencies collaborate in preparation and response?</b></p> <ul style="list-style-type: none"> <li>• Clear lines of authority between HC, IASC In-Country Team and agency technical staff</li> <li>• Breadth of Disaster Management Team established, including the Red Cross/Red Crescent Movement, NGOs, donors, private sector, government as desired</li> <li>• Lead agency identified in key sectors</li> <li>• Roles and responsibilities determined within each sector (e.g., health)</li> <li>• Minimum standards and key indicators in disaster response agreed upon</li> <li>• Common needs assessment tool for all agencies developed and joint assessments planned for</li> <li>• Information management platform agreed upon</li> <li>• Ground rules established for media contact and advocacy activities</li> <li>• MOSS compliance and common security plan available and updated</li> </ul>	<ul style="list-style-type: none"> <li>• IASC Guidelines</li> <li>• SPHERE, Humanitarian Charter and minimum standards</li> <li>• RCRC/NGO Code of Conduct in Disaster Relief</li> <li>• Eastern Caribbean Operations Order for Emergency Response</li> <li>• Ecuadorian UNETE model</li> <li>• OFDA Field Operations Guide</li> <li>• Needs Assessment guidelines (various)</li> <li>• DMTP module on Roles and Responsibilities of the UNDMT</li> <li>• Joint inter-agency appeals (Consolidated, Flash, etc.)</li> <li>• OSOCC (On-Site Operations Coordination Centre) on-site and virtual, OCHA</li> <li>• HIC (Humanitarian Information Centre), Reliefweb, CHA</li> </ul>
<p><b>10. HR /Training &amp; Surge/Stand-by Capacity</b></p>	<p><b>What are each agency's mechanisms for scaling up personnel?</b></p> <ul style="list-style-type: none"> <li>• Arrangements for borrowing personnel from nearby offices</li> <li>• Role of regional advisors</li> <li>• Rosters of experienced disaster personnel updated</li> <li>• Mechanism for calling in support at the country team level established</li> <li>• Joint disaster preparedness training and simulation activities for agencies and counterparts</li> <li>• IASC In-Country Team members trained in risk management and response mechanisms</li> </ul>	<ul style="list-style-type: none"> <li>• DMTP</li> <li>• RDRAs (Regional Disaster Response Advisors): OCHA, UNDP, ISDR, IFRC)</li> <li>• OCHA's surge capacity/stand-by arrangements with partners</li> <li>• IFRC: Disaster Management Training courses (Basic Training Course, FACT, RDRT, NDRT training courses – see 6 above)</li> <li>• UNICEF Emergency Response training</li> <li>• UNHCR training</li> <li>• OCHA: EFCT (Emergency Field Coordination Training), UNDAC, CMCoord etc. training</li> <li>• PAHO Leaders course</li> <li>• WFP VAM (Vulnerability Assessment and Mapping) training</li> <li>• Simulation Exercises (Triplex etc.)</li> <li>• UNV</li> </ul>

		<ul style="list-style-type: none"><li>• RedR</li><li>• UNHCR handbook</li><li>• UNICEF manual</li><li>• WHO emergency manual</li><li>• Guidelines (INSARAG, CMCoord/Oslo, OSOCC etc.), OCHA</li><li>• “When Disasters Strike. Executive Guide for UN Resident Coordinators in Relation to Natural Disasters Situation”, OCHA</li></ul>
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