

# Approach for Developing Contingency Plans

Achieving Readiness to Respond

# Achieving Readiness to Respond

---

- CONTINGENCY PLANNING
- CAPACITY
- RESOURCES-TECHNICAL, HUMAN & FINANCIAL
- COORDINATION

# Expectations from CP

---

- To have understanding of the disaster risk context
- To have access to human & logistics resources

**FOR EARLY RESPONSE & QUALITY RESPONSE.**

# Key Features of Contingency Planning

---

- Understanding of the region-Social, political, economical, Cultural & development context.
- Understanding of the disaster risk and vulnerability context
- Clarity among stakeholders/team members on who will do what?
- Prior knowledge of existing or potential partners & alternative strategy in place in the absence of capable staff/partners!

# Objectives of Contingency Planning

---

- Reduce the Time gap between disaster event and OI Response
- Ensure adherence to committed minimum standards in response-as far as possible!
- Contribute to and benefit from existing preparedness efforts of Oxfam, UN, Government and Non Government agencies.
- Ensure coordination with in the organization and with other players & stakeholders in the region.

# Bottom-Up Approach

---

for developing a contingency plan that helps our Response:

**The National level plan must provide links to the ground level readiness and response information.**

- Taking stock of the capacities, identify capacity needs and make commitment for addressing gaps
- Identify Lead persons/focal points from each region/district who will do need analysis, vulnerability context analysis, identify key actors, analyze organizational strengths and gaps, update & compare information we have and don't have, etc.
- Using experts to assess partners capacities, develop partners Contingency plans, strengthen response systems
- Build on key elements from regional & national CP from the local level CPs

## Staff Needs for Emergency Preparedness . . . . .

---

- **Capacity Needs**: Damage assessment, damage reporting, criteria for responding & functional areas of response.
- **Preparedness Planning**: Understanding disaster risks, response needs, How to prepare contingency plans & how to sustain preparedness at various levels.
- **Functional Needs**: How to manage logistics, Technical needs (Livelihoods, PH, Minimum standards, etc.) & how to respond?
- **Logistics needs**: Inventory control, basic standards, disaster risk context, etc.

### **Bottom Line:**

Contingency Plan will not help until the capacity needs of the staff expected to be involved in response!

Example: As expressed by Oxfam & Oxfam partners staff in a survey conducted in 2006

# NGOs organize following information prior to ECP exercise with Oxfam

---

- List of volunteers in the district including doctors, engineers and generalists who can be called for help during disasters
- List of other NGOs for coordination in disaster response.
- List of government and private assets like cyclone shelters, schools, temples for evacuation during disasters near the areas prone to disasters.
- List and addresses of traders, suppliers of emergency response items like food, cloths, tents, water purifiers etc. List and addresses of transporters who can help us mobilize materials during disasters.