GOVERNMENT OF SAMOA

SAMOA NATIONAL ACTION PLAN

FOR DISASTER RISK MANAGEMENT 2017-2021

Prepared by: Disaster Management Office

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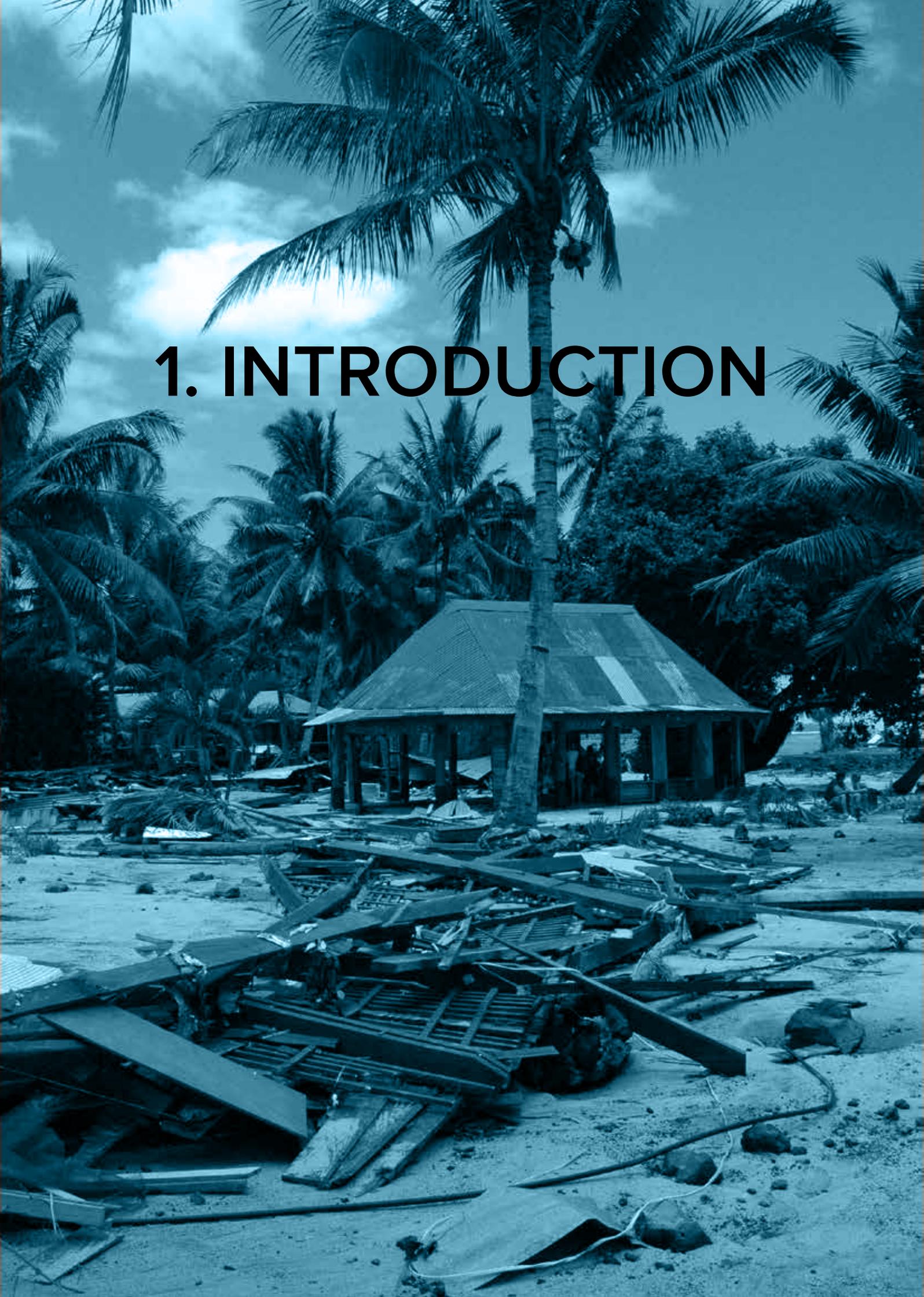
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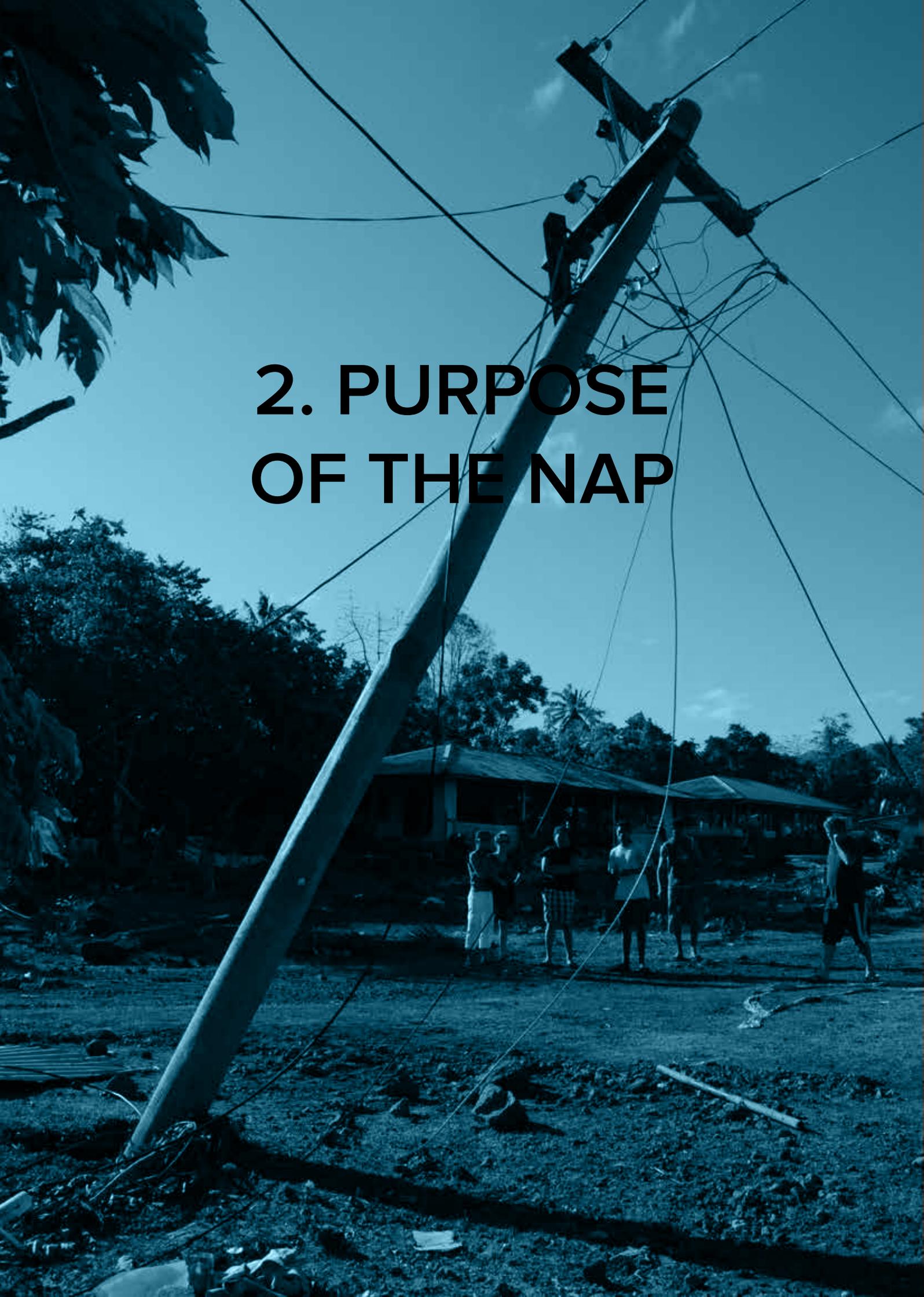# Table of Contents

1. INTRODUCTION

Samoa is a country at risk of disasters. Its geographic location and volcanic origins leads to both incredible natural beauty, and a susceptibility to natural hazards such as earthquake, tsunami and cyclone. Human induced hazards are also an inevitable threat for this small island developing state (SIDS).

The Samoa National Action Plan (NAP) for Disaster Risk Management is an operational document that should be read in conjunction with the National Disaster Management Plan (NDMP) 2017-2020. The NAP also provides a day-to-day guide for operations and a monitoring, evaluation and learning (MEL) framework to assess performance and advance accountability of the Disaster Management Office (DMO).

The NAP is informed by a review of the former NDMP (2011-15) and the DRM NAP 2011-2016 and feedback from consultations with DMO staff, and other relevant stakeholders, including representatives of the Ministry of National Resources and Environment (MNRE). Development of the NAP was initiated in 2016 commencing with a review of the previous NAP to identify gaps in implementation.

Strategically the outcomes and outputs articulated in the NAP align to the National Strategy for the Development of Samoa (SDS), the National Environment Sector Plan (NESP) and are reflective of Samoa's Disaster and Emergency Management Act (2007). The NAP reflects global and regional priorities articulated in the following agreements: *Sendai Framework for Disaster Risk Reduction (SFDRR)*, *Samoa Pathway Agreement* and the United Nations, *Sustainable Development Goals (SDG)*. In addition, the NAP is further informed by lessons learned from the 2009 tsunami and 2012 Tropical Cyclone Evan operations. Both of these disasters highlighted Samoa's strengths in relation to DRM, as well as operational challenges in need of further attention.

The NAP highlights the imperative to mainstream DRM across all sectors. Currently there are 14 sectors as follows: Education; Health; Community; Law and Justice; Public sector; Finance; Trade and Commerce; Tourism; Agriculture; Transport; Communications; Water; Energy; Environment. The NAP addresses all stages of DRM with a focus on mainstreaming at the sector level. In this way, risk considerations are continually factored into planning, implementation, monitoring and evaluation. Mainstreaming DRM seeks to share responsibilities for decision-making with key stakeholders from government, civil society, communities, the private sector and development partners. It is only through coordinated and sustained collaboration with the aforementioned stakeholders, that challenges related to DRM can be met.

2. PURPOSE OF THE NAP

The purpose of the NAP for DRM is to operationalize the NDMP that identifies Samoa's DRM goals and priority measures for implementation through a whole-of-government and whole-of-society approach over the period 2017 to 2021.

In Samoa, DRM and CCA are linked to joint programming. As it stands, Samoa does not have any "joint" policy or action plan, linking DRR and CCA. The NDMP recognises that both DRM and CCA need to be integrated in the different sector plans in order to address the underlying causes of people's vulnerabilities and exposure and contribute to the reduction of people's risks to disasters.
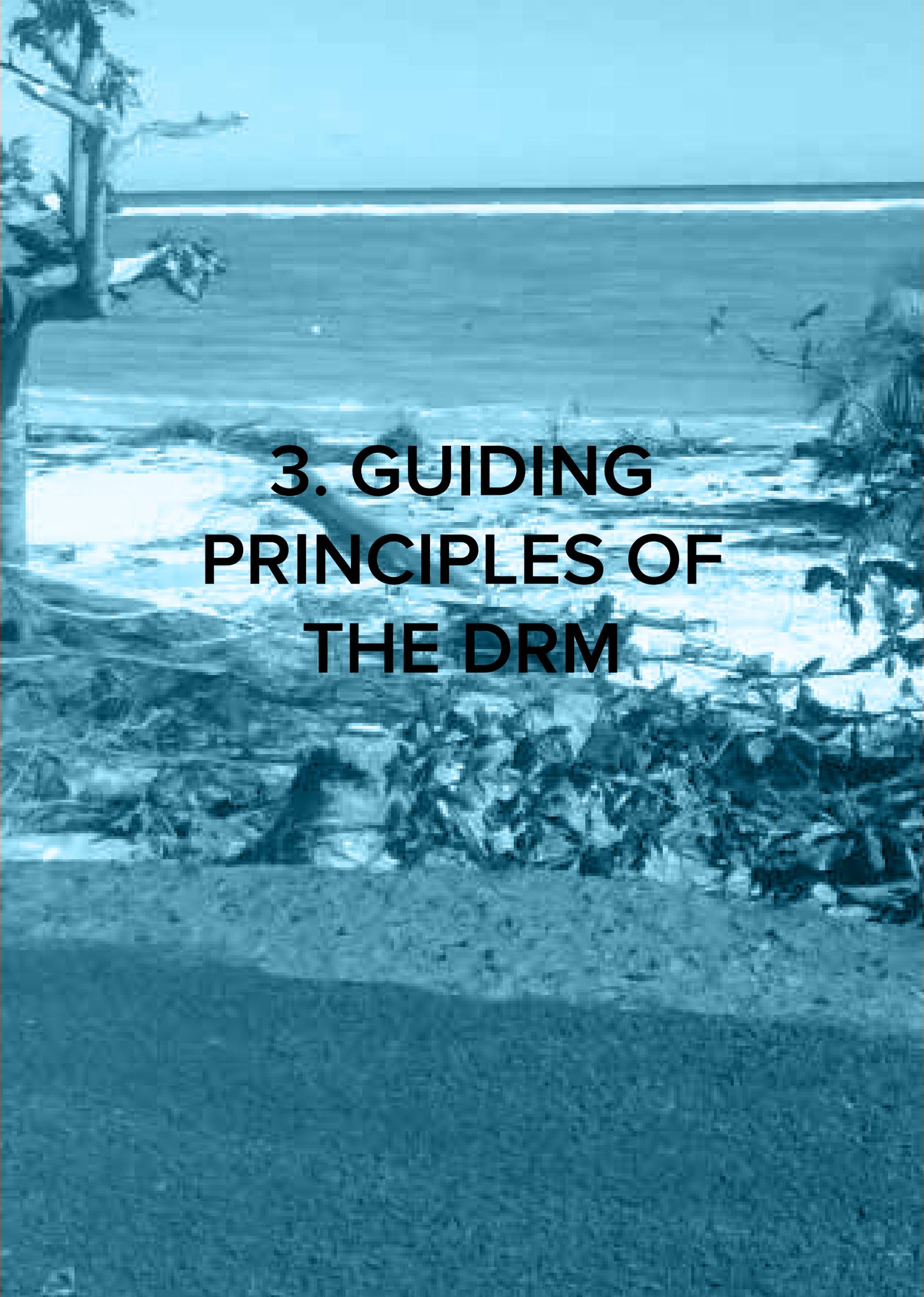
3. GUIDING PRINCIPLES OF THE DRM

Guiding principles relate broadly to principles of sustainable development, good governance and DRM best practice. Reference to eight (8) guiding principles will inform and guide the implementation of the NAP, including related programmes and projects. Guiding principles for DRM include the following:

(i) DRM is everyone's business and requires a whole-of- Government commitment to addressing issues, with clear policies and legislation, accountable institutional and organisational arrangements and connections across, and within, levels of government, civil society, private sectors and communities;

(ii) Mainstreaming DRM and capacity development into national planning and budgetary processes, sectoral and provincial plans and community development plans.

(iii) DRM addresses all hazards and comprises disaster risk reduction, which includes prevention, mitigation and adaptation, and disaster management, which includes arrangements for preparedness, response and recovery.

(iv) Leadership to ensure mechanisms and opportunities for the citizenry to improve their safety and resilience to disasters;

(v) DRM fundamentally involves supporting communities in understanding and managing their hazards and disasters;

(vi) Shared responsibility for implementation of the NAP to ensure that as many stakeholder groups as possible (including vulnerable groups), participate in, contribute to and benefit from DRM;

(vii) Communication to share information, in terms of planned implementation and its progress. All stakeholders have a role to play in sharing information regularly to support NAP implementation;

(viii) Alignment of resources for DRM (financial and in-kind) to avoid replication and optimise value-for-money, with potential packaging of NAP actions across existing and planned initiatives to bring about greater efficiencies;

(ix) Empowering communities to address their risks through the development of capacity and knowledge (traditional and scientific) and through the provision of support for local involvement in developing and implementing risk reduction and disaster management strategies.

4. NAP GOVERNANCE ARRANGEMENTS

4. NAP Governance Arrangements

Governance structures pertaining to the NAP places emphasis on the role of the DMO and along with Samoa's Disaster Advisory Committee (DAC), with sectors forming the focal point for coordination and implementation across all phases: risk reduction, preparedness, response and recovery. Intersecting responsibilities highlight engagement with government sectors, village-level communities, private sector, civil society and development partners.

The organisational structure for the DMO is depicted at Fig 1. The DMO is comprised of three teams led by an Assistant CEO (A/CEO. The A/CEO reports directly to the MNRE CEO and provides a Secretariat as well as strategic oversight function to Samoa's DAC. Fig 1 depicts the organisational structure of the DMO, and shows three operational functions (Community Development Program; Disaster Management; Disaster Risk Reduction), each led by a Principal Officer reporting to the DMO A/CEO.

Governance structures to support the implementation of the NAP extend to the DAC, established under the NDMP and the Disaster and Emergency Act 2007, response agencies and sectors. The Sectors and the response agencies as well as the member agencies of the DAC will assist in leading the implementation of the NAP. The DMO will provide Secretariat support and advice to the DAC, Sectors and response agencies in terms of NAP implementation.

Figure 1 Institutional Arrangements for DRM Implementation in Samoa (Source: NDMP 2017-2020)
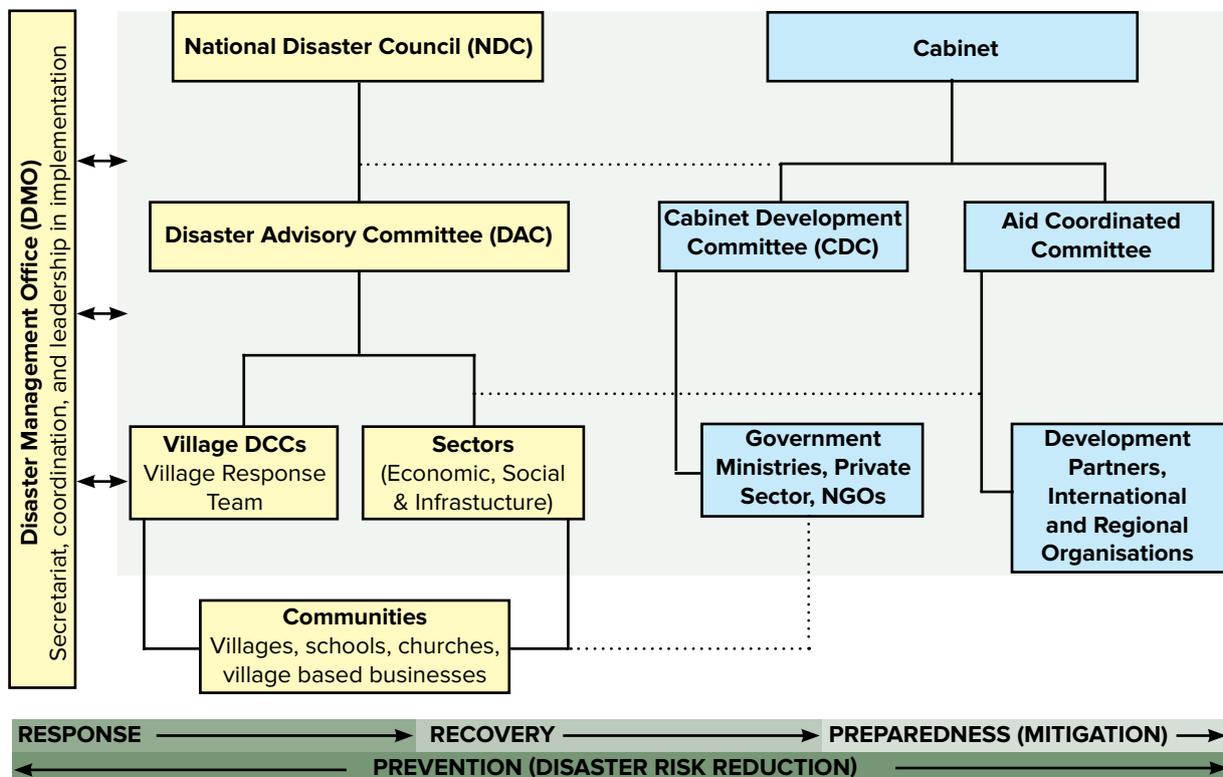
5. NAP FOR DRM RESULTS FRAMEWORK (GOAL AND HIGH LEVEL OUTCOMES)

The goal of the NAP for DRM is to achieve disaster resilience in Samoa. Strategically related to the aforementioned goal are three high-level outcomes that also intersect within the NESP, as shown in Fig 3.

Figure 3 NESP and NAP high-level outcomes

NESP - 2016 - 2020
(1) Protection, DRM, Conservation, and Sustainable Management and Development of Samoas Environment and Natural Resources.
(3) Climate change and Disaster Risk Management mainstreamed across the entire National Development Agenda
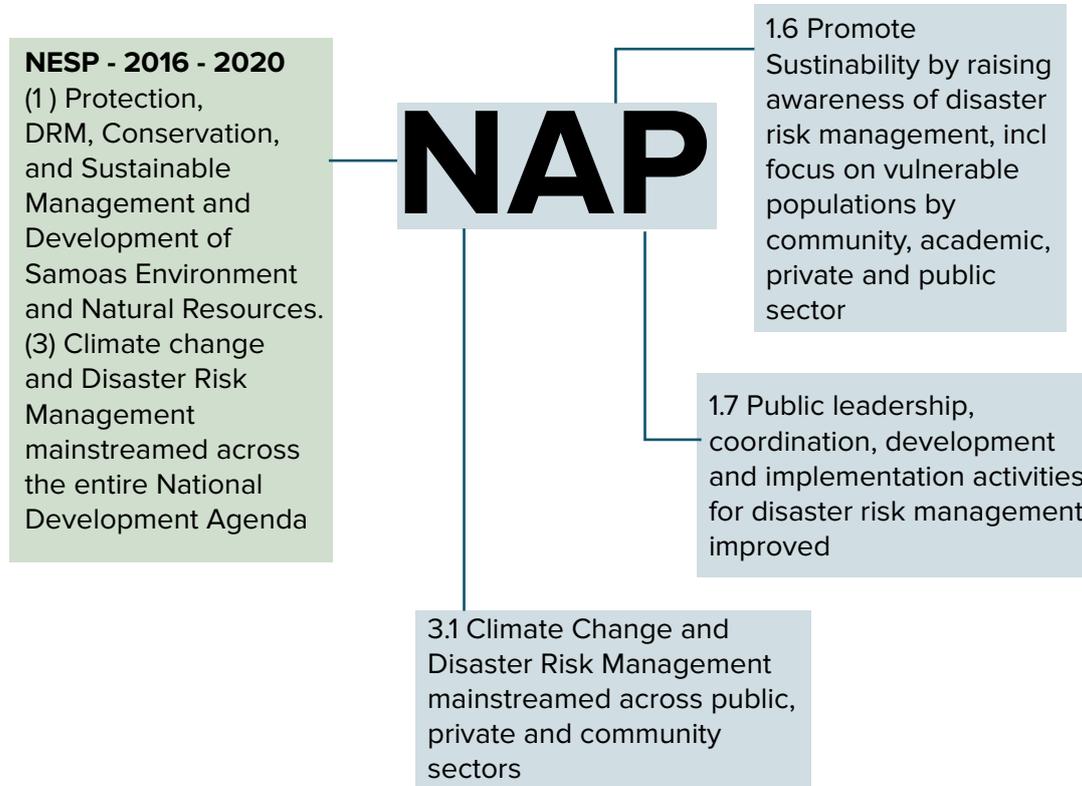
NAP

1.6 Promote Sustinability by raising awareness of disaster risk management, incl focus on vulnerable populations by community, academic, private and public sector

1.7 Public leadership, coordination, development and implementation activities for disaster risk management improved

3.1 Climate Change and Disaster Risk Management mainstreamed across public, private and community sectors

Outcome 1.6 (NESP): Promote sustainability by raising awareness of DRM, including focus on vulnerable populations by community, academic, private and public sector.

Outcome 1.6 highlights the importance of raising awareness of DRM with all stakeholders, including vulnerable groups. Sharing of information is critical to sustaining efforts for DRM. It is essential that the progress and challenges are known internally as well as externally, so that a better understanding and projection of future DRM needs is made possible. Awareness will be promoted through school curriculum materials, enhanced access to information for all citizens, including vulnerable groups. Public awareness of evacuation facilities with be availed through a communication plan. Research partnerships will explore DRM challenges and contribute to new knowledge that will enhance disaster resilience.

Expected outputs/results and actions (Outcome 1.6 NESP)

1.6.1   Curriculum materials available for use in formal and non-formal education programs, including teaching resource materials, early childhood, disability and gender

1.6.2   Informed citizens with access to information on disaster risk reduction.

1.6.3   Policy for Disaster risk management integrates needs of vulnerable persons, including women and PWDs

1.6.4   Established Evacuation Centres in villages with pre-positioned supplies

1.6.5   Communication Plan (includes Public information re DRM/CCA accessed across DAC agencies, on-line, in print, braille, newspaper, newsletter and social and TV, radio media)

1.6.6   Research partnerships for DMO.

Outcome 1.7: Public leadership, coordination, development and implementation activities for disaster risk management improved

Outcome 1.7 provides for a strengthened DMO including the establishment of a new operations centre, with warehouse facilities and fully operational multi-hazard early warning system and emergency radio network. A strengthened DMO will provide for hazard identification and risk analysis to develop national risk standards that will be endorsed by the DAC. DMO will build staff competencies through training to enhance DRM and access to lessons learned. Leadership and accountability for DRM will be mandated through the Public Sector Commission and strengthened through the support of the DAC. Access to DRM information will be realised through establishment of a centralised DMO database that collates agency-specific emergency response manuals, with provision to test standard operating procedures at the agency level. It is envisaged that the 2007 Disaster Act will be revised to coincide with revisions to the NDMP and previous NAP for DRM.

Expected outputs/results and actions (Outcome 1.7 NESP)

1.7.1   Fully functional, operational, new NEOC (including warehouse facility)

1.7.2   MHEWS and ERN are installed, maintained and operational

1.7.3   Hazards are identified in Upulo and Savai'i with risk analysis to look at vulnerability, exposure, capacity/capabilities of systems to respond, reduce.

1.7.4   DMO staff assessed as trained and competent to assist DRM activities

1.7.5   Record of Lessons Learned (after-Action reviews) Post-Disaster response

1.7.6   National risk standards - endorsed by DAC

1.7.7   PSC Policy to strengthen leadership and accountability for DRM

1.7.8   Operational DAC (eg meeting regularly, facilitated by DMO)

1.7.9   Centralised DRM database

1.7.10 Emergency Response Manual that includes all SOPs and information required for a disaster setting and that is tested at the Agency level

1.7.11 Updated 2007 Disaster Act of Parliament

1.7.12 Revised NDMP, including NAP with MEL

Expected outputs/results and actions (Outcome 3.1 NESP)

Outcome 3.1: Climate Change and Disaster Risk Management mainstreamed across public, private and community sectors

DRM and CCA need to be mainstreamed in the different sector plans, in order to address vulnerability and contribute to risk reduction and building resilience. DMO aims to mainstream DRM and CCA holistically, across whole-of-government with initiatives including policy formulation, sector plans and investments in DRM, hazard assessment, education and public awareness programmes, response agency planning, contingency funding arrangements, enhanced technology, access to baseline data and promotion of enhanced coordination, including strengthened community capacity.

Expected outputs/results and actions (Outcome 3.1 NESP)

3.1.1   Sector-wide Plans with evidence that DRM/CCA is mainstreamed across sector, incorporating protection of critical infrastructure (eg water supply).

3.1.2   Agency Disaster Response Plans (sectors and agencies) in place, tested and include DRM focal point

3.3.3   Whole-of-Government template for Disaster Recovery

3.3.4   Donor investment programs for Samoa are inclusive of disaster risk management

3.3.5   Availability of Contingency Emergency Funding, Investments to strengthen DRM/CCA and Disaster Insurance

3.3.6   Baseline data available for all sectors to assist estimates for DALA in event of major emergency response

3.3.7   Enhanced coordination of emergency services (DMO, Fire, Police, SRC, NHS, LTA, EPC, SWA)

6. MONITORING, EVALUATION AND LEARNING FOR DRM (MEL)

Results-based programming provides for accountability for implementation of the NAP to monitor effective and timely progress against strategic DRM goals. Results are specified and aligned with programmes, processes and resources and allow for tracking results, enhanced accountability and integration of lessons learned.

The DMO has developed a MEL framework that adopts a sector-wide, whole of government and whole of society approach. The MEL framework is based on a program logic designed for results, with articulated outcomes, outputs, activities and inputs, as depicted in Fig 2. Indicators provide success measures at each of the outcome and output levels. In addition, the MEL identifies indicators, baselines, data collection methods, timing of monitoring activities and lead responsibilities. The framework provides information and evidence on actual results to inform reports and provide for decision making, resourcing and identify lessons learned.

The framework aims for coherence with agreed national and sector priorities and assists the mapping of progress against global, regional and programmed initiatives related to DRM. The NAP MEL facilitates reporting obligations for Samoa in respect to its SDS, NESP, the SDGs, Samoan Pathways and SFDRR because of its capacity to integrate national, regional and global commitments.

A DISASTER RESILIENT (ie Disaster prevention, preparedness, response and recovery) SAMOA - the overall changes the DMO plans to achieve that link to the SDS and the Environment Sector Plan (2016-2020)

Outcome (1.6 NESP)	Outputs (related to Outcome 1.6 NESP)	Indicator	Baseline Now (mid 2016)	Means of Verification (MOV)	Activities	Assumptions/ Risks	Methods	Timing	Responsi-bility
1.6 Promote sustainability by raising awareness of disaster risk management, incl focus on vulnerable populations by community, academic, private and public sector		By 2018 # trainings to private sector; # to private sector; # response agencies; # community leaders; # teachers trained	Response Toolkit includes training programs but requires updating developed and available to DMO to assist delivery of training. Under EDF10 evaluation of existing toolkit is planned	Training Program and/or field reports	Review of resource materials under existing DMO Resource Toolkit Project, includes evaluation under EDF10 project and CIP.	Funding to assist review of toolkit. Effective collaboration with MESC.Knowledge provided in training programs will be shared and filtered down to the community level.	E-files with toolkit	2018	DM Principal Officer

1.6.2 Informed citizens with access to information on disaster risk reduction.	National climate and disaster risk database	There is no database of information on DRM that can be accessed by citizens	Database with uploaded information	# Awareness campaigns incl CDCRM on water resources, land management, village development, climate change/DRM.	Awareness raising of community members allows them to perceive adaptation benefits of interventions	Review of Database	2018	DM Principal Officer
1.6.3 Policy for Disaster risk mnagement integrates needs of vulnerable persons, including women and PWDs	DAC endorsed Disability and Gender Disaster Policy by 2016	There is a draft policy on Gender and Disability that has not been endorsed by DAC at commencement 2016	DAC endorsed Policies	Finalise and integrate policies for PWD, women in village plans, response plans, etc	Policy will be implemented by agencies and meet needs of men, women and disabled. Government decision makers will garner high level support	Secondary documenta-tion	2016	A/CEO

1.6.4 Established Evacuation Centres in villages with pre-positioned supplies	# Evacuation Centres by 2017 are assessed by DMO as meeting needs, with pre-positioned supplies	# Evacuation Centres at March 2016 are assessed by DMO as meeting needs, with pre-positioned supplies DAC endorsement of proposed villages; Evacuation Assessment Report (activities)	Field Report	Field assessments. Assessment of school evacuation centres: checklist to assess school facilities;	Villages will understand the imperative to establish and maintain evacuation centres. Pre-positioned supplies will be coordinated between villages and Dis agencies (SRCS, ADRA). pre-positioned supplies strategically located around the country (SRC, ADRA).	Photographs - showing Evacuation Centres and pre-positioned supplies	2017	Principal Community Preparedness Officer
1.6.5 Communication on Plan (includes Public information re DRM/CCA accessed across DAC agencies, on-line, in print, braille, newspaper, newsletter and social and TV, radio media)	By 2018 Annual KAP survey showing raised public awareness across all demographics re MHEWS and other DRM practics. DMO Samoa is leader in Pacific for best practice. DMO Qtr newsletter	No KAP survey conducted at March 2016. DMO product Qtr newsletters to DAC/MNRE	KAP (knowledge, attitudes, practice) re DRM. Best practice DRM initiatives are adopted in other PICs.	Design new website. Social media strategy. Braille. Share "good news" stories - ie best practise building designs that withstand disaster. Raise awareness of MHEWS. Qtr DMO Newsletter.	Website is working and can outreach populations in Samoa.	E-files with screen shots of media	2018	DRR Officer

1.6.6 Research partnerships for DMO	MOU or other indicator that shows partnership for research	No academic research coordinated with research partners, eto date	Research reports and/or publications.	Identification of partnerships. Completion of paperwork for research partnerership s. Sharing of information with research partners. Completion of research by partner/s. Implementati on of research findings by DMO, if deemed feasible. Potential publications in international peer reviewed journals	Research partners and DMO will share and agree with same research priorities. Research conducted will be relevant to the Samoan context and DMO agenda.	Compiled research findings (reports and or /publications)	By 2018.	A/CEO

Outcome (1.7 NESP)	Outputs (related to Outcome 1.7 NESP)	Indicator	Baseline Now (mid 2016)	Means of Verification (MOV)	Activities	Assumptions/ Risks	Methods	Timing	Responsibility
1.7 (NESP) Public leadership, coordination, development and implementation activities for disaster risk management improved									
	1.7.1 Fully functional, operational, new NEOC (including warehouse facility)	All DMO staff are co-located in functional NEOC facility, with warehousing facility by mid 2017	2016 NEOC centre in disrepair. DMO Staff are sited in 3 different locations. Warehousing offsite and some onsite NEOC.	Opening of new NEOC with all DMO staff co-located.	Tender and construction of NEOC, including space for all DMO staff, warehousing facility. Construction works.	WB Prep Funding for NEOC. Centre is large enough to accommodate staff and other response agency reps.	Secondary documents (eg tenders). Visual observation of the Centre - photos of opening day.	Mid 2017	A/CEO

Output	Target	Baseline	Means of Verification	Activities	Assumptions/Risks	Monitoring	Timeframe	Responsible
1.7.2 MHEWS and ERN are installed, maintained and operational	By start of 2018, 100% MHEWS are fully functional when tested, each with a manual back up system in place (SMS, church bells), in the event of malfunction. Increased coverage of warnings to 80% populations at risk by 2020. % of DMO MHEWS staff trained at regional level (PREP)	At March 2016 approx 3/23 EWS sirens on SE coast were consistently and reliably functioning. Back up plans are in place (phone calls, radio networks) and tested in the case of malfunction. EWS cannot be operated remotely. Sites are poorly maintained with some hardware in disrepair (dust, water damage). 50% pop at risk receive EWS.	Monthly NEOC test records show all MHEWS are functional and in the event of failure that the backup system is operationalised manually.	Upgrade EWS (include backup power, PA, sirens). Monthly siren testing to ensure effectiveness. Daily checks of system. CDCRM drills to test manual system (church bells). Installation of automated system.	DMO will have a back up person to test monthly. Power shut downs in Village are addressed in liaison with EPC. Generators available in case of power failure. All EWS are connected to DMO. Villages will use backup system if EWS fails. Assumption that MET will provide timely, consistent and accurate information to DMO (EWS)	Monthly reports to A/CEO showing test results	End 2018 and 2020	Tech Comm Officer

1.7.4 DMO staff assessed as trained and competent to assist DRM activities	On an annual basis, DMO training priorities are identified and training records are updated	Staff receive regular training but there is no official training record in place. Planning meetings have addressed gaps in knowledge. MNRE PAS forms identify training gaps.	Annual training records that show cumulative training for DMO staff, with training identified against identified gaps (including regional training forecasting/ preparations (PREP)	Development of training record with details. Annual DMO planning exercise to identify gaps. Individuals submissions of PAS to Supervisors. Attendance at training.	Staff will maintain records and attend annual planning (identification of gaps) forum. There will be funding to provide for training identified. When required staff can travel outside Samoa to attend training.	Training records.	Annual updates	A/CEO
1.7.5 Record of Lessons Learned (after-Action reviews) Post-Disaster response	By 2016 an After Action Review is held for DMO staff to learn from each response to all declared emergencies	DMO hold After-Action Reviews but not 100% of the time.	Notes of After Action Review	Meetings scheduled according to Post-Disaster Emergencies	Workload of DMO staff may not prioritise this activity	Notes from After Action Review	Within 1 month of Disaster/ Emergency	A/CEO

Indicator	Target	Baseline	Data source	Activities	Assumptions	Means of verification	Timeframe	Responsible
1.7.6 National risk standards - endorsed by DAC	By October 2017, national risk standards are endorsed by DAC and in place.	In 2016 here are no agreed, DAC endorsed national risk standards. Currently informed by NZ and Australian standards.	DAC Endorsed Standards	Development of National Risk standards and training in standards, including inclusion in SOPs.	DFAT ACC can recruit a suitable person from their roster. DAC are ready to endorse standards. Standards are appropriate for context in Samoa.	Review of documentation - TOR for ACC Specialist; National Risk Standards	Deployment by late 2016	A/CEO
1.7.7 PSC Policy to strengthen leadership and accountability for DRM	By mid 2018 at least 5 CEOs from response agencies who hold members hip of DAC have a JD which notes their respon-sibility for leader-ship in DRM.	CEO job desc-riptions do not include account-ability for DRM as at March 2016. The one exception is the MNRE CEO.	JDs of CEOs	DMO liaise with PSC to advocate for Job descri-ptions for Response Agency CEOs to include performance measures relating to DRM. PSC reviews existing CEO JDs. PDs are drafted.	PSC will endorse changes. JDs will reflect accountability for DRM. CEOs will accept changes and also meet performance criteria.	Collect JDs from PSC	Mid 2018	A/CEO

1.7.8 Operational DAC (eg meeting regularly, facilitated by DMO)	DAC meetings scheduled and held quarterly by 2017 showing 75% average attendance by DAC members	In 2016 DAC meetings were ad-hoc and mostly held in response to an emergency situation. Meeting notes record attendees.	Participant list for meetings held of DAC.	Meetings scheduled. Training or provision of information ensures purposeful meetings (especially during 'peacetimes'). DMO to assist DAC members to understand responsibilities. DAC members to attend.	DAC members will attend (especially during 'peace time').	Collect minutes of DAC meetings.	Commencement of 2017.	A/CEO
1.7.9 Centralised DRM database	By Jan 2018 there is a shared DRM drive that can be accessed by all DMO staff to share information.	There is no shared database or storage facility in place and a culture of information sharing is lacking.	# uploads from DMO staff that can be accessed on shared drive.	Start with MNRE intranet to promote culture of sharing information. Seek feedback from staff at DMO meetings re-usage of shared drive. MNRE install shared drive in new NEOC Centre. DMO staff access info on shared drive.	MNRE can install intranet in the first instance. DMO staff will develop culture of sharing info on shared drive. Information will be relevant for DMO purposes.	Screen shot of shared drive folders	By Jan 2018	A/CEO

| 1.7.10 Emergency Response Manual that includes all SOPs and information required for a disaster setting and that is tested at the Agency level | #Agency-specific Emergency Response Manual that is tested in 2018 and 2020 | The development of this manual has been outstanding. SOPs are developed but not compiled in an Agency manual. Testing of Agency-level manuals has not been conducted. | Emergency Response Manual. Simulation exercises recorded. | Compile agency-specific manuals and update as required. Conduct simulation exercises led by DMO to test agency response plans. | Agencies will attend simulation training. | Secondary documentation - soft copy Manuals and training records | By Jan 2018 | DM Senior Officer |
| 1.7.11 Updated 2007 Disaster Act of Parliament | Revised Disaster Act emphasising integration of DRM, including prevention and preparedness is passed by July 2017 | 2007 Act has emphasis on recovery and response with some reference to integration of preparedness andprevention that could be strengthened. | Copy of revised Act | Review of 2007 Act. Passing of legislation. | Legislation is passed with adequate incorporation of DRM | Reviews of secondary data and liaison with legislative assembly. | Before 2017 | MNRE CEO and DMO A/CEO (FN) |

Outputs (related to Outcome 3.1 NESP)	Indicator	Baseline Now (mid 2016)	Means of Verification (MOV)	Activities	Assumptions/ Risks	Methods	Timing	Responsi-bility
1.7.12 Revised NDMP, including NAP with MEL	DAC- endorsed NDMP by July 2016. NAP with MEL framework	Old NDMP is being revised in 2016 at the same time as revisions to Disaster Act 2007. No MEL in place to monitor previous NAP.	NDMP and DAC endorsement	Review of Disaster Act 2007. Consultancy to review and revise NDMP (CIP). ACC DRM M&E inputs to develop MEL against proposed new NAP.	New Key activities, outputs arising from all DMO activities are included in NAP and MEL. Nap monitoring is maintained and A/CEO is able to report on NAP to MNRE CEO and Env Sector Coordinator.	Monitoring/ Reporting against NAP	By mid 2016.	A/CEO
Outcome (3.1 NESP)								
3.1 Climate Change and Disaster Risk Management mainstreamed across public, private and								

Output	Target	Baseline	Indicator	Means of Verification	Assumptions/Risks	Method	Timeframe	Responsible
3.1.1 Sector-wide Plans with evidence that DRM/CCA is mainstreamed across sector, incorporating protection of critical infrastructure (eg water supply).	10 out of 15 sectors are assessed as having advanced level of integrating disaster risk management by 2020	In July 2016, scorecards for Water, Environment, Agriculture/ Fishe ries showed advanced plans that integrate disaster risk management	Results of sector-level scorecards show level of mainstreaming/ integration of DR	Assessment panel rank the level of integration for 14 sectors - includes review of Sector Plans, progress reports, Disaster Plans and agreed ranking, with recommenda tions that are shared at the sector level and filed at DMO.	Plan is not a guarantee of implementation. Sector Coordinators will adopt recommendatio ns to improve mainsreaming. C/Cutting issues will also be mainstreamed.	Assessment and Ranking exercise, based on review of secondary data	By mid 2017	DRR/DM Principal Officer
3.1.2 Agency Disaster Response Plans (sectors and agencies) in place, tested and include DRM focal point	By 2020 # Private Business (eg hotels) with DRPs, # Government, including SOE DRPs, # Donor DRPs	In 2016, 40/321 village disaster plans, including household data	DMO files with Response plans lodged for Private, Government	Template developed for DR Plan. Agencies complete template, with DMO assistance. DAC endorse DR Plans. Plans filed with DMO.	DAC will conduct a review of its RP annually. DMO and DAC will endorse revised RPs.	Review of secondary documenttion, including DAC endorsed plans	Annually	A/CEO

3.3.3 Whole-of-Government template for Disaster Recovery	By 2016, in the case of declared emergencies, sectors report on recovery using DMO/MOF whole of government template, ncluding agency reporting templates to append WOG report. # Donor investment plans assessed as integrating disaster resillience at January 2017.	Whole of Government template developed for response to TCE 2013-14 (led by MOF), including Guide to M&E and Agency-specific reporting templates. Response agencies were utilising this for final reporting.	Whole of Government Templates for Recovery are available with DMO and MOF Donor Investment Plans	Review of TCE WOG template for recovery and adaptation for future use. Annual meetings (pre cyclone season) with donors to emphasise and advocate for DRM focus in investment plans. Donors and DMO liaise re investment plans.	DMO will can led response agencies in compiling reports and distil info from respective reports into one compiled WOG report. Agencies will be able to follow the template used in TCE and adapt for future emergencies. Donors will maintain a high priority for DRM in their investement plans, including allocation of resources (budget, human resources).	Collate documentation for use in declared emergency situation, involving of multiple agencies (eg cyclone, tsunami). Review of secondary documentation (donor investment plans)	By 2017 Annually	A/CEO A/CEO
3.3.4 Donor investment programs for Samoa are inclusive of disaster risk management	# Donor investment plans assessed as integrating disaster resillience at January 2017.	# Donor investment plans assessed as integrating disaster risk management at July 2016.	Donor Investment Plans	Annual meetings (pre cyclone season) with donors to emphasise and advocate for DRM focus in investment plans. Donors and DMO liaise re-investment plans.	Donors will maintain a high priority for DRM in their investement plans, including allocation of resources (budget, human resources).	Review of secondary documentatio n (donor investment plans)	Annually	A/CEO

Output	Indicator	Baseline	Means of Verification	Activities	Assumptions		Timing	Responsible
3.3.5 Availability of Contingency Emergency Funding, Investments to strengthen DRM/CCA and Disaster Insurance	By mid-2018 Regional insurance in place along with contingency emergency funding at the national level. Within 1 month of occurrence of disaster event receipt of insurance payment. #emergency evacuation centers that meet resilience standards	In March 2016 Emergency contingency funding in place (MOF). Regional Insurance planned but not in place.	MOF-held insurance certificates	Secure funding. Staff inputs (MOF). Maintain insurance. Finance investments to strengthen DRM/CCA (including emergency evac centres).	Continuation of project to enable contingency/em-ergency funding and disaster insurances.		Secondary documentation (review of PREP documentation)	mid 2017 and in disaster event	A/CEO - MOF
3.3.6 Baseline data available for all sectors to assist ests for DALA in event of major emergency response	By mid 2018, 6 sectors have been trained in PDNA (DALA) and have documented baselines in place for their sector.	PDNA for Agriculture/ Fishe-ries (2016); Tourism (2015), National-level	PDNA Training records, including baseline statistics	PDNA (DALA) is conducted for sectors, including baseline data for use in post-disaster. Baseline data from Agency is shared with MOF and DMO (as preparation for disaster response)	Appropriate staff at sector level received PDNA (DALA) training. PDNA (DALA) continues to be accepted methodology. Baseline data is made available to MOF and DMO.		MOF/DMO confirm receipt of baseline data.	mid 2018	A/CEO - MOF

3.3.7 Enhanced coordination of emergency services (DMO, Fire, Police, SRC, NHS)	By 2017 Quarterly Coordinated meetings (DMO, Fire, Police, SRC, NHS) focusing on preparation and prevention activities are held. # Coordinated Incident managed	Coordination evident in emergency response but less so repreparation, prevention coordination.	Minutes of Qtr Meetings (DMO, Fire, Police)	Meetings scheduled. Meetings conducted and minuted, with Actions. Training conducted (eg Search and Rescue, TOT), coordinated incident management	Emergency services and DMO will be able to effectively coordinate agendas/ activities and cooperate	E-copies minutes	2017	A/CEO