Vanuatu Emergency Preparedness & Response – Tropical Cyclone Donna Meeting Minutes

LOCATION: Port Vila, Vanuatu
DATE: 4 May 2017
CHAIR: NDMO

PARTICIPANTS: National Disaster Management Office (NDMO), OXFAM, CARE, Save the Children, ADRA, IsraAID, Joint Planning Operation Center (JPOC), Public Works Department (PWD), Vanuatu Mobile Force (VMF), VMF Engineers, WFP

ACTION POINTS:
• Source suitable venues for Working Groups
• Make a list of partner organisations that would need to be engaged in a response
• Define access channels for LCA dissemination

AGENDA:
1. Purpose of the meeting
2. NDMO Updates
3. WFP Updates
4. AOB

1. Purpose of the meeting
• A short briefing was given regarding possible needs for Tropical Cyclone Donna preparedness and response
• Organisations were asked to source suitable venues which could be used for Working Groups – such venues would need to have services such as power, toilets, kitchen, internet and others. SCA has one conference room available.
• Organisations were asked to think about what Working Groups may be required for a response
• Organisations were asked to think about who would be best placed to organise volunteers, should the need arise.

2. NDMO Updates
• NDMO provided a list of known NFIs currently located in Vanuatu. Organisations were advised to inform NDMO if there have been any changes to the NFI information they have most recently supplied.
• NDMO will shortly provide an on-line list of available shipping, via a shared document.
• Weekend communications can be a problem if relying on email, as some servers are not functional then, and some users do not have smartphones. Emergency weekend communications may require SMS or a phone call.
• Organisations were asked to prepare themselves and families as best as possible prior to the arrival of the Tropical Cyclone Donna, so that they will be as functional as possible themselves during, and after its arrival.
3. WFP Updates

- WFP advised organisations that it was hoped that TC Donna would not interfere with the planned ETC/Logistics Regional Workshop for next month.
- Organisations were invited to contact WFP about the workshop, or other matters, via: florent.chane@wfp.org.
- WFP also offered support in UBD messaging, should TC Donna be sufficiently destructive to attract international assistance.

4. AOB

- WFP asked about how to disseminate Logistics Capacity Assessment (LCA) information. NDMO will look at options for making the information available, such as the website, shared document, sections, email attachments.
- Organisations will be advised as to the date of the next special meeting, depending on the development of TC Donna

Contacts:

Vanuatu National Disaster Management Office ndmo@vanuatu.gov.vu