



Pacific
Humanitarian
Team

MEETING REPORT

7TH PACIFIC HUMANITARIAN TEAM
REGIONAL MEETING



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Publication

7th Pacific Humanitarian Team Regional Meeting Report

United Nations Office for the Coordination of Humanitarian Affairs (OCHA) Regional Office for the Pacific

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Cover photo: Samoa, September 2010. Fili was seven years old when he lost three family members and his home in the tsunami that struck Samoa on 29 September 2009. He is pictured one year later in the bay next to his reconstructed house.

Credit: Karina Coates

Contact

United Nations OCHA

Regional Office for the Pacific, Suva, Fiji

Phone: +679 331 6760

Email: ochapacific@un.org

PHT Humanitarian Response website: <https://pht.humanitarianresponse.info>

PHT Regional Meeting website: <http://pacifichumanitarian.info>



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ACRONYMS

CBDRM	Community Based Disaster Risk Management	OCHA	Office for the Coordination of Humanitarian Affairs (United Nations)
CERF	Central Emergency Response Fund	PDN	Pacific Disaster Net
DRM	Disaster Risk Management	PHT	Pacific Humanitarian Team
DRR	Disaster Risk Reduction	PNG	Papua New Guinea
ENSO	El Niño-Southern Oscillation	RC	Resident Coordinator (United Nations)
EPREP	Emergency Preparedness and Response Plan	ROP	Regional Office for the Pacific (OCHA)
EWS	Early Warning System	SIDS	Small Island Developing States
FRANZ	France, Australia and New Zealand agreement	SOP	Standard Operating Procedure
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit	SPC	Secretariat of the Pacific Community
HAP	Humanitarian Action Plan	SPREP	Secretariat of the Pacific Regional Environment Programme
HPC	Humanitarian Programme Cycle	SRDP	Strategy for Climate and Disaster Resilient Development in the Pacific
IASC	Inter-Agency Standing Committee	TC	Tropical Cyclone
ICCG	Inter Cluster Coordination Group	TOR	Terms of Reference
IDRL	International Disaster Response Law	ToT	Training of Trainers
IFRC	International Federation of Red Cross and Red Crescent Societies	UN	United Nations
MIRA	Multi-cluster Initial Rapid Assessment	UNDAC	United Nations Disaster Assessment and Coordination team
MoU	Memorandum of Understanding	USAR	Urban Search and Rescue
NDMO	National Disaster Management Office	USP	University of the South Pacific
NEOC	National Emergency Operations Centre	VHT	Vanuatu Humanitarian Team
NFIs	Non-Food Items		
NGO	Non-Governmental Organization		

FOREWORD

Due to their size, location and disproportionate economic, social and environmental impacts, countries in the Pacific are vulnerable to a range of natural disasters. With climate change leading to even more extreme weather events and sea level rise, humanitarian support must become more effective through innovation and partnerships. In the Pacific, as elsewhere, the international community can no longer afford to see climate change, disaster risk reduction, preparedness and humanitarian action separately. These issues span all of our work – from sustainable development programmes to humanitarian aid. Climate change and humanitarian crises pose a major threat to the sustainable development of Pacific Island countries.

This report outlines the key points and actions from the 7th Pacific Humanitarian Team (PHT) Regional Meeting held in October 2014. More than 120 people came together to strengthen partnerships in preparedness and response activities in support of Pacific leadership.

Ahead of the meeting, we asked attendees from National Disaster Management Offices (NDMOs) about their key priorities and needs. We presented them with a list of recurring issues from key reports and recent emergencies. What we have found is the same challenges being raised year after year, and a clear need for solutions.

Based on discussions between NDMOs and PHT cluster lead agencies, participants at the PHT meeting were presented with a list of 20 NDMO priorities. This list formed the basis of discussions over the three days of the PHT meeting itself.

The meeting had 16 sessions loosely organized around the phases of the Inter-Agency Standing Committee (IASC) Humanitarian Programme Cycle (HPC). Each session identified key actions for humanitarian partners in the Pacific to take forward. There were three main points that stood out during the meeting.

The first was that while many of our organizations work under a regional mandate, there is a clear requirement for a country-specific focus in our approach, as each country has its own unique circumstances for emergency response and preparedness.

Secondly, we need to reach beyond the National Disaster Management Authorities into line ministries to ensure a whole-of-government approach in disasters.

And thirdly, we must work together to better coordinate our capacity building and preparedness activities.

At the meeting, we also announced a new partnership between United Nations Office for the Coordination of Humanitarian Affairs OCHA and the Secretariat of the Pacific Community (SPC). This partnership will include greater collaboration on capacity building, and will also bring together the annual PHT Regional Meeting and the Regional Disaster Manager's Meeting in a new format from 2016.

In 2015, the main focus will be on the Pacific consultations for the World Humanitarian Summit (WHS). This is a special initiative by the United Nations Secretary-General, which OCHA has been asked to organize. The global summit will be held in Istanbul in 2016. The Pacific Regional Consultations, however, will be held in Auckland between 30 June and 2 July 2015.

On the last day of this year's PHT meeting, we used the opportunity to consult with humanitarian partners using the four WHS themes. These discussions highlighted growing challenges in our region, including the relationship between climate change and humanitarian need. The outcomes of these discussions will feed into regional dialogue as we prepare for the WHS Regional Consultations in Auckland. We urge everyone in the region to take part in this dialogue, either online or in person. We are particularly keen to hear from disaster-affected communities and grassroots organizations.

I am grateful to all of the participants who attended this year's meeting, and I look forward to continued cooperation and engagement in 2015.

Sune Hjelmervik Gudnitz
Head, Regional Office for the Pacific
(ROP)
United Nations Office for the
Coordination of Humanitarian Affairs
(OCHA)



EXECUTIVE SUMMARY

The 7th PHT Regional Meeting was held at the Holiday Inn Suva in Fiji from 28 to 30 October 2014. The meeting has been held annually since 2008 to strengthen preparedness and response activities in support of disaster management authorities and affected people in the Pacific. This report aims to capture key points and actions arising from discussions and consultations during the meeting.

More than 120 people attended the event from national disaster management authorities, United Nations agencies, the International Red Cross and Red Crescent Movement, civil society organizations, donor countries and the private sector. The agenda was guided by the phases of the HPC, with the aim of strengthening dialogue and partnership between NDMOs and the PHT by:

- progressing the focus areas of the PHT Position Statement
- strengthening the HPC for the Pacific
- updating the PHT Emergency Preparedness and Response Plan (EPREP)
- providing inputs to the 2015 WHS Regional Consultations for the Pacific
- developing 2014–2015 PHT cluster work plans with partners to use as a guide for cluster activities in support of NDMOs
- ensuring inclusive practices within humanitarian activities.

A one-day closed session with representatives from the Pacific NDMOs and PHT Inter-Cluster Coordination Group representatives preceded the meeting on Monday 27 October. This day was a dedicated space ahead of the main meeting for NDMOs to share their experiences from the recent cyclone season and to outline their key priorities and challenges. These discussions were fed into the wider PHT meeting to ensure the needs of NDMOs remained at the core of discussions and consultations.

Further information about the meeting is available on the meeting website at <http://pacifichumanitarian.info>

Summary of key actions

More focus on country-level rather than regional needs and priorities. Regional focus and dialogue is no longer adequately serving the humanitarian needs of Pacific Island countries. The focus must shift from the regional level to the country level to better address the unique requirements and challenges of national governments and affected populations.

Better engagement with line ministries outside the NDMO to support a whole-of-government approach. PHT engagement has traditionally been through the NDMO. This arrangement has placed onus on NDMOs to raise awareness with line ministries on the tools and capacities of the PHT. There is a need for more engagement and capacity building by the PHT at different levels of government to build relationships and support a whole-of-government approach in emergencies.

Utilize Non-Governmental Organizations (NGOs) more effectively within the PHT structure. The comparative advantages of NGOs can be utilized more effectively within the PHT structure, acting as implementing partners or co-leads to generate greater reach and impact within affected communities.

Engage with partners outside the humanitarian sector. Humanitarian partners in the region are stretched, mainly due to a

lack of dedicated capacity and funding. Where appropriate and aligned with humanitarian principles, the PHT needs to engage with non-traditional partners to strengthen activities and ways of working. New partners include the private sector and academia, as seen with existing collaborations with mobile phone providers and the University of the South Pacific (USP). Successful partnerships can generate stronger economic and social efficiencies to better serve beneficiaries.

Respect existing structures and traditional coping mechanisms. This includes ensuring that PHT activities are tailored to current national disaster management structures, policies and legislation, and that all humanitarian stakeholders have respect for the affected country's culture and values. The PHT must also ensure that disaster assistance does not undermine the resilience of affected communities, who often have their own traditional ways of coping and recovering.

Improve the coordination of capacity building activities. There is a need to reduce the duplication and overlap of disaster training in the Pacific. Countries must be pro-active in stating their training requirements and greater accountability is required to ensure activities meet country needs.

What is the Pacific Humanitarian Team?

The PHT is a network of partners with the capability and capacity to assist Pacific Island countries and territories in preparing for and responding to disasters in the region. The PHT supports governments in delivering effective, appropriate, timely and coordinated disaster preparedness, response and recovery actions. The partnership works together to meet the needs and protect the rights and dignity of all affected communities.

PHT partners organize themselves according to seven sector-specific regional clusters and an Early Recovery Network. Cluster member organizations commit to providing predictable and accountable coordination arrangements in emergencies using the principles of the global cluster approach. The PHT is co-chaired by the United Nations Resident Coordinators (RCs) in Fiji and Samoa, together with OCHA, which is also acting as the PHT Secretariat. OCHA chairs the PHT Inter-Cluster Coordination Group (ICCG).

Cluster Areas	Lead Agency
Health and Nutrition	World Health Organization (WHO) / United Nations Children's Fund (UNICEF)
Water, Sanitation and Hygiene	United Nations Children's Fund (UNICEF)
Food Security	Food and Agriculture Organization (FAO)
Education in Emergencies	United Nations Children's Fund (UNICEF) / Save the Children
Protection	Office of the High Commissioner for Human Rights (OHCHR) / United Nations High Commissioner for Refugees (UNHCR)
Emergency Shelter	International Federation of Red Cross and Red Crescent Societies (IFRC)
Logistics	World Food Programme (WFP)
Early Recovery Network	United Nations Development Programme (UNDP)

DAY 1: TUESDAY 28 OCTOBER 2014



Session 1: Global and regional guidance on humanitarian action

Session Time:	9:10 – 9:30
Presenter / Facilitator:	Mark Shapiro (WFP) and Nastaran Jafari (Independent Consultant)

This session provided a short overview of key global and regional guidance documents for humanitarian preparedness and response. Global guidance is available in the IASC [HPC](#), while the [Emergency Preparedness and Response Plan \(EPREP\)](#) offers guidance at the regional level. Both documents focus on improving the timeliness and effectiveness of collaborative responses during each phase of an emergency.

Key points and discussions

Humanitarian Programme Cycle

- The HPC articulates the way in which humanitarian actors work together to assist people affected by disasters and conflict. It includes a coordinated series of actions to help humanitarian actors prepare for, manage and deliver a humanitarian response.
- The HPC defines the way in which international humanitarian actors engage – with each other, with national and local authorities, and with people affected by crises – to achieve more effective, efficient, predictable and transparent outcomes.
- The following five HPC phases work together and build upon each other:
 - needs assessment and analysis
 - strategic response planning
 - resource mobilization
 - implementation and monitoring
 - operational review and evaluation.

- The HPC approach is based on good practice in the field and aims to achieve the following:
 - stronger emphasis on the needs of affected people
 - improved targeting of the most vulnerable
 - increased funding for humanitarian priorities
 - greater accountability of humanitarian actors and donors for collective results.

Emergency Preparedness and Response Plan

- The EPREP is designed to guide inter-agency humanitarian action in the Pacific, and consolidates information on the humanitarian architecture, tools and services of the PHT.
- The objective of the EPREP is to explain response actions and activities based on the different levels of disasters in the Pacific. It describes when and how humanitarian assistance is provided to Pacific Island governments before, during and after an emergency.
- The EPREP was originally drafted based on the outcomes of the five PHT meetings held between 2008 and 2012. However, it is a living document and intended to be updated annually based on partner feedback and lessons learned in emergencies.

Key actions

- Revise and update the EPREP based on consultations and recommendations from the PHT Regional Meeting. Ensure the EPREP is contextualized to the changing situation in the Pacific, as well as global policy.
- Develop an EPREP training programme.

Session 2: Disaster scales and triggering regional support

Session Time:	9:30 – 10:30
Presenters:	Sune Gudnitz (OCHA) and John Titmus (NZ MCDM)

This session described the emergency levels and types of disasters in the Pacific. It also provided an overview of the range of disaster assistance available to Pacific Island governments in emergencies, including the PHT and other standby arrangements, such as the United Nations Disaster Assessment and Coordination (UNDAC) team.

Key points and discussions

Disaster scales in the Pacific

- Globally, emergencies are divided into Level 1, 2 and 3 based on the scale, urgency, complexity, capacity and reputational risk of a crisis.
- A global example of a Level 3 emergency is the Haiti earthquake or South Sudan crisis, where millions of people are affected. However, the Pacific region has much smaller countries and populations, therefore emergency scale definitions must be adapted. For example, in the Solomon Islands, 50,000 people were affected by floods in April 2014. Although the number is low by global standards, the percentage of the total population affected was nearly 10 per cent and a Level 3 emergency in the region.
- The EPREP seeks to describe emergency levels in a Pacific context, where damage and affected populations are on a much smaller scale. The document also outlines PHT immediate actions based on the disaster level. However, the actions are not prescriptive, as an affected country's situation and capacity to respond should also be taken into consideration.
- Pacific emergency levels:
 - **Level 1** is a small scale emergency. It refers to a disaster event that is localized, with only one or two areas affected. The government is able to manage the response on their own or with the support of in-country humanitarian partners. International assistance is generally not required or requested.
 - **Level 2** is a medium scale emergency where needs are large enough that external assistance and a multi-sectoral response is required.
 - **Level 3** is a large scale emergency with multiple locations affected and insufficient capacity to respond. Regional and global cluster support is required.

Triggering regional support

- A range of regional assistance is available to disaster-affected governments in the Pacific. However, many are activated concurrently, which can lead to confusion about roles and responsibilities. Communication between partners is therefore important in both the preparedness and response phases.
- Humanitarian assistance is demand and not supply driven. The PHT offers governments a range of tools and services based on the scale of the emergency and its capacity. Early

contact with the government is made to ensure it is aware of the PHT personnel and resources available to them. PHT clusters are activated when and as required.

- Government requests for assistance often take more than 24 hours as it takes time for assessments to be conducted or contact to be made with affected areas. Once a request for assistance is made, the level and type of assistance must also be assessed in consultation with national authorities.
- UNDAC is part of the international emergency response system for sudden-onset emergencies. UNDAC provides governments with an experienced team of emergency managers and other experts.
- UNDAC can provide a coordinator to manage and coordinate international assistance to ensure incoming aid gets to where it is most needed. It can also provide international search and rescue teams.
- UNDAC support comes at no cost to countries and is activated upon the request of the country and the United Nations RC.
- An UNDAC team can be mobilized within 24–48 hours and utilizes accredited and existing regional teams.
- There are 14 UNDAC members in the Pacific region and the most recent UNDAC training was held in April 2014.
- Following a major review in 2011, UNDAC has incorporated professions other than emergency management.

Key actions

- Participants to familiarize themselves with the disaster scales and immediate actions outlined in the EPREP.
- The interface between government requests for PHT assistance and the provision of such assistance must be further clarified. What is on offer, as well as where this fits in to the government response and how it will be managed is all part of preparedness. National Disaster Management Plans would be the ideal document to provide this clarity and it is recommended that future revisions are undertaken with OCHA/PHT members.
- OCHA to hold UNDAC training in the Pacific in Q2 2015.

Session 3: Pacific Humanitarian Team 2013–2014 year in review

Session Time:	11:00 – 11:45
Presenters:	Elizabeth Christy (FAO) and Vuli Gauna (IFRC)

Session overview

During each PHT meeting, a year in review session is held to define the PHT, reflect on disaster responses from the previous 12 months and consolidate lessons learned. The session also outlines cluster activities and milestones, with specific reference to:

- tools and services offered in emergencies
- response support
- capacity strengthening and preparedness support.

For further information on PHT cluster activities, refer to the PHT Regional Meeting participant report: <http://pacifichumanitarian.info/downloads>

Key points and discussions

- The PHT was established at the Regional Inter-Agency Contingency Planning Workshop for Humanitarian Assistance in the Pacific in July 2008 to improve country and regional level disaster preparedness and response by establishing more predictable and accountable coordination arrangements.
- The PHT was formally endorsed by IASC in February 2012, linking the team with the global humanitarian system and recognizing the need for regional cluster support in Pacific Island emergencies.
- The PHT comprises an Early Recovery Network and the following seven clusters and cluster lead agencies:
 - Health and Nutrition (WHO / UNICEF)
 - Water, Sanitation and Hygiene (UNICEF)
 - Food Security (FAO)
 - Education in Emergencies (UNICEF / Save the Children)
 - Protection (OHCHR / UNHCR)
 - Emergency Shelter (IFRC)
 - Logistics (WFP).
- Key achievements and deliverables from the 2013 PHT regional workshop include:
 - Finalization of the PHT Position Statement 2014 to 2020
 - PHT support in the development of the Strategy for Climate and Disaster Resilient Development in the Pacific (SRDP)
 - PHT support and effective engagement with NDMOs in emergencies.

- Emergencies that the PHT supported in 2013–14:
 - Typhoon Haiyan in Palau, November 2013
 - Cyclone Ian in Tonga, December 2013
 - Tides in the Republic of the Marshall Islands, January 2014
 - Cyclone Lusi, Vanuatu, March 2014
 - Solomon Islands floods, April 2014.
- In Tonga, it was challenging for PHT members, line ministries and NGOs to work together as the cluster arrangements were implemented for the first time.
- In the Solomon Islands, many staff arrived, which put pressure on coordination arrangements within the country. Coordination was therefore the biggest challenge. The PHT played a key role in linking humanitarian partners, however the PHT found it difficult to work within national coordination structures and vice versa.
- The Solomon Islands government has recently agreed to revise cluster coordination arrangements in a recent lessons learned workshop.

Key actions

- Based on the tools and capabilities of the PHT, consider where other humanitarian partners can support humanitarian responses based on PHT gaps and NDMO priorities.
- OCHA and PHT cluster lead agencies to continue to support new cluster arrangements in Tonga.
- Solomon Islands NDMO to formally advise how the cluster restructuring process will be undertaken.



Session 4a: Key priorities and preparedness – outcomes of the National Disaster Management Office pre-meeting

Session Time:	11:45 – 12:30
Presenters:	Loti Yates (NDMO Solomon Islands) and Leveni Aho (NEMO Tonga)



On Monday 27 October, a pre-meeting session was held with NDMO representatives from eight Pacific Island countries to share feedback on the key issues facing humanitarian action in the region. NDMOs were provided with a list of 40 recurring priorities and recommendations, drawn from the following key documents:

- [PHT Performance Review 2008–2012](#)
- [Priorities identified by NDMOs at the 6th PHT meeting in 2013](#)
- [Focus areas of the PHT Position Statement 2014 to 2020](#)
- [Chairs summary from 20th Regional Disaster Managers Meeting 2014.](#)

The list was categorized under communication, coordination, information management, preparedness and capacity building. NDMOs used the list and recent disaster experiences to come up with their own list of 21 priorities (refer to Annex A: National Disaster Management Office Priorities).

During this session, NDMOs from the Solomon Islands and Tonga presented these priorities to the wider Pacific humanitarian community on Tuesday 28 October for further input and discussion.

In addition to the capacity priorities outlined by the NDMO, a session on being more strategic in coordinating preparedness activities was conducted by SPC, WFP and OCHA on Monday afternoon. This session was guided by the [Common Framework for Preparedness](#), which advocates for a more coherent systematic country-level approach. The key points and discussions from this session are also included.

Key points and discussions

Communication

- Communication should be centred on the needs identified by the NDMOs, rather than what partner agencies think governments need.
- The PHT needs to be understood by a broader range of partners than just NDMOs, particularly line ministries that act as focal points for clusters. Advocacy and consistent

messaging about the PHT is required, particularly in face-to-face forums, such as national workshops.

- Communication needs to be strengthened between government agencies, PHT agencies, NGOs and NDMOs.

Coordination

- PHT agencies need to understand and accept country arrangements prior to entry, including being well versed in the relevant country's laws, policies and culture.
- Standard Operating Procedures (SOPs) and guidelines are needed for PHT engagement arrangements, such as entry points, deployments and resource mobilization. Coordination between ministries and PHT agencies needs to be strengthened.
- Ensure cross-cutting issues and inclusive approaches across clusters (e.g. people with disabilities).
 - Inclusive approaches need to be integrated within planning, including national disaster plans and training.
 - National disaster plans in Samoa currently do not include disabled people. NDMO Samoa needs staff training on inclusive approaches as part of disaster preparedness.
- Recognize and strengthen connections between existing regional coordination mechanisms outside disaster response.
- The same issues are being discussed in different platforms. How do we synchronize efforts and ensure follow up actions?
 - There are numerous associations, meetings and events in the Pacific, where similar conversations are recurring. Conversations and issues must be structured in a more effective way.
- Logistics remains a major problem (see Session 10: Overcoming logistics challenges).
- Coordination needs to be improved at the national level. Regional activities do not always match national plans. Solutions to better coordinate activities include:
 - clear definition of the roles of each agency at regional and national level, including contact information
 - voluntary and informal arrangements may not be effective, therefore Memorandum of Understandings (MoUs) may be needed
 - coordination is a fulltime job and activity. There needs to be one position allocated for coordination in each agency. Agencies working under cluster arrangements should develop their own SOPs including alternative co-leads. The PHT should think more creatively about complementary resources to potentially share the functions of clusters.
 - clusters need to be aligned with national ministry structures and functions
 - promote awareness around national cluster or working group arrangements.
- Donors should have a clear vision and understanding of the projects that they fund.
- Increased involvement and alignment with NDMOs and private sector organizations for funding and additional capacity.

Information management

- Adoption of appropriate technology to enhance assessment and information sharing.
- Coordinated needs assessments must be strengthened to ensure improved inter-agency responses and to minimize duplication, avoid assessment fatigue and make better use of available information (See Session 8: Coordinated needs assessment and analysis).
- Standardization of assessment and information management tools by different stakeholders. Many humanitarian partners are using their own assessment tools and processes.

Preparedness

- Strengthened line ministries for preparedness and response.
 - The PHT needs to work with regional, country and local disaster committees.
 - The PHT should learn and implement traditional preparedness knowledge e.g. food preservation techniques.
 - PHT exit strategies need to be better managed when handing over the operation to local counterparts.
- Support the revision and update of national disaster management plans.
 - National plans must be reviewed and updated regularly and collectively.
- Ensure preparedness activities are integrated into National Disaster Management Plans.
 - The PHT needs to consider how preparedness activities are fitting in with existing national plans. There are numerous activities being conducted, but they must complement existing government activities.

Capacity building

- Work with national governments to determine priority training needs and clarify where the PHT can assist in this area.
 - Countries and governments need to come forward and be pro-active in stating their requirements. At the same time, greater accountability is required to ensure activities meet the needs of the country and that information is shared within wider national and regional forums.
 - Ministries must guide training and the actions of clusters.
 - Regular training is required due to the high turnover of government staff.
 - Long-term technical support is required in emergencies, as short-term support is often insufficient.
- Better coordination of inter-agency preparedness activities, training and simulation exercises to avoid duplication.
 - Over the past year 265 training workshops were delivered by 61 different providers.
 - There is a need for capacity mapping analysis to identify current resources and gaps including SOPs, resource mapping, face-to-face consultations, lessons learned from previous events, simulation exercises that

test national plans, and coordination meetings with partners to share and exchange ideas.

- A coordinated training schedule covering the region would be useful.
- Consistency in the training approach and methodology of different stakeholders.
 - Capacity building needs to include ongoing training that describes the role of the PHT and clusters. Many responses are led by governments who do not know the role of the PHT. This is partly attributed to short deployments and the high turnover of PHT staff, as seen in the Solomon Islands flood response.
 - Accountability is required for training workshops. Training workshops are referred to as capacity building activities, however their outcomes need to be demonstrated.

Other issues

- Nauru NDMO sought clarification on whether the PHT can provide support to the government for refugees.
- Pacific countries are reluctant to accept foreign concepts of resilience and adaptation, which potentially undermine traditional coping strategies.
 - Caution must be taken on the degree of assistance provided to communities to discourage dependency syndrome.
 - The local community and NDMOs already understand and practice resilience.
 - Humanitarian partners should be mindful of not enforcing foreign DRM concepts, which can impinge on local methods of resilience. DRM must be based on the local culture.

Key actions

- Pacific Disabilities Forum and NDMO Samoa to consult on the integration of inclusive practices in the National Disaster Management Plan and corresponding activities.
- OCHA to develop clear information on the roles and responsibilities of the PHT.
- Clarify roles and responsibilities between government and humanitarian partners.
- PHT lead agencies to hold meetings with line ministries to explain the PHT and how they work together in emergencies.
- Develop country level capacity coordination strategies, based on the needs of NDMO and other national authorities.
- Allocate dedicated resources for mapping and coordination of capacity building at regional and national level.
- Develop indicators to measure the impact of preparedness activities as a basis to determine its effectiveness.
- Reinforce the need for humanitarian partners and training providers to consult national planning documents.

Session 4b: Pacific Humanitarian Team cluster strengthening and partnerships

Session Time:	13.30 – 16.30
Facilitator:	Sune Gudnitz (OCHA) and Nastaran Jafari (Independent Consultant)

This session carried on from Session 4a, with each of the NDMO priority areas discussed by participants in groups, with a strong solution focus on how partners can support recurrent issues in the Pacific.

This session also included presentations by the Vanuatu Humanitarian Team (VHT) on its recent performance evaluation, and lessons learned from responses to the floods in the Solomon Islands and Tropical Cyclone (TC) Ian in Tonga.

Using the NDMO priority list as a reference, groups were asked to answer the following questions:

- What are the top three (3) NDMO priorities that you/your organization could potentially support?
- How can you support?
- Which countries can you support?

This table below documents the activities being undertaken by organizations in the countries in which they operate based on NDMO priorities and actions. The table assists in identifying where there are strengths and gaps in the region, although there is a need for further mapping of activities.

Category	Actions/Issues	Support available
Communication	1. Advocacy and consistent messaging about PHT to broader partners (perhaps more engagement in national workshops?).	<ul style="list-style-type: none"> • SPC's Pacific Disaster Net (PDN) acts as a platform to share information in the region, but is not being utilized. • Communications is an area where Red Cross has skill and expertise and can assist. • OCHA key messages on the PHT. • All PHT lead agencies and partners can advocate for the PHT when engaging with the government.
	2. Clarity on roles and responsibilities of NDMO and PHT.	<ul style="list-style-type: none"> • Government to engage PHT members in the revision of Disaster Management Plans to clearly articulate the mechanics of requesting and receiving international assistance. • PHT to clarify how the mechanism works and how requests for assistance are coordinated.
	3. Promote PHT to not only NDMOs, but also line ministries.	<ul style="list-style-type: none"> • All PHT lead agencies and partners to include line ministries in sectoral planning and implementation. • UNDP's Pacific Risk Resilience Programme (PRRP) offers additional support at the national and sub-national level and is working in Tonga, Solomon Islands, Fiji and Vanuatu.
	4. Defined communication channels between NDMOs, government ministries, PHT and partner agencies.	<ul style="list-style-type: none"> • NGOs have existing engagement and communication with communities. • Ministry of Women, Solomon Islands – Communication channel (networks across the line ministries and down to the Provincial level).
Coordination	5. PHT agency staff need to understand/accept existing country arrangements.	<ul style="list-style-type: none"> • National Disaster Management Plans; National Action Plans; Country Profiles.
	6. SOPs and guidelines for PHT engagement arrangements such as entry points, deployments, resource mobilization.	<ul style="list-style-type: none"> • Emergency Preparedness document aligned with global guidance on emergency response preparedness.
	7. Ensure cross-cutting issues and inclusive approaches across clusters (e.g. people with disabilities).	<ul style="list-style-type: none"> • CARE International indicated that it could support cross-cutting issues. • Government ministries also indicated that they could support cross-cutting issues and collaborate with the NDMO, particularly on gender and child protection.
	8. Recognize and strengthen connections between existing regional coordination mechanisms outside disaster response.	
	9. Accountability to ensure activities meet the needs of the country.	<ul style="list-style-type: none"> • Caritas Australia works with both national and community networks. • PHT cluster lead agencies, such as UNDP, are undertaking programs with government ministries, e.g. crop planting for food security.
	10. Same issues are being discussed in different platforms. How do we synchronize efforts and ensure follow up actions.	
Information management	11. Adoption of technology to enhance assessment and information sharing.	<ul style="list-style-type: none"> • ADRA is already adopting the use of technology with mobile data collection. • In Vanuatu, there is a smartphone app, 'akvow', that records data regarding areas that are affected by disasters and compiles a report to be sent back to their respective departments.

Category	Actions/Issues	Support available
	12. Coordinated needs assessment for delivering improved inter-agency response to minimize duplication, avoid assessment fatigue and make better use of available information.	<ul style="list-style-type: none"> Red Cross and a number of NGOs said they were actively involved in assessments and are keen to work together more effectively. OCHA and SPC are working to establish assessment working groups. Some government ministries have data available on communities, which can be made available to NDMOs and used as baseline information. Some groups suggested need for national information hubs, which include emergency management procedures and plans, and lessons learned.
	13. Standardization of assessment and information management tools by different stakeholders.	<ul style="list-style-type: none"> Caritas Australia is working with NDMOs to ensure they are using the same tools. Keen to advocate for standardization in the region through professional networks. CARE International in Vanuatu supports standardization of assessment forms. Work is being done in Vanuatu and Samoa to look at assessment commonalities and differences.
Preparedness	14. Strengthened line ministries for preparedness and response.	<ul style="list-style-type: none"> Many NGOs mentioned that they could strengthen support to line ministries in both preparedness and response, particularly Caritas and CARE International. United States Government has Peace Corp volunteers who have good networks. Some government ministries reported strengthened linkages with the NDMO through regular meetings and information sharing outside emergencies.
	15. Support the revision and update of national disaster management plans.	<ul style="list-style-type: none"> IFRC is working on a legal preparedness project to ensure arrangements with customs and immigration in emergencies.
	16. Develop ways to measure impacts of preparedness activities.	<ul style="list-style-type: none"> Donors can play an active role in measuring impacts of preparedness activities, through the development of indicators based on the context. Donors can also ensure sponsored activities have a baseline from which the effectiveness of preparedness activities can be measured.
Capacity building	17. Work with national governments to determine priority training needs and clarify where the PHT can assist in this area.	<ul style="list-style-type: none"> Red Cross has run emergency response trainings for local government. UNDP supports coordination and capacity building around recovery at the country level. It can support government to coordinate and assess recovery plans and offer support on building capacity.
	18. Better coordination of inter-agency preparedness activities, training and simulation exercises to avoid duplication.	<ul style="list-style-type: none"> SPC's PDN platform has a training calendar, which should be referenced before organizing training in the region. USP and SPC have begun a joint programme focusing on climate change and the management of renewable energy. An output will be mapping the regional response, leading to an internationally recognized carbon credit register. This will help to facilitate a consistent regional approach.
	19. Consistency in the training approach and methodology of different stakeholders.	<ul style="list-style-type: none"> SPC and OCHA are working on a strategic approach to the coordination of capacity building in the region.
Other issues	20. PHT support in addressing displacement issues for refugees in Nauru.	<ul style="list-style-type: none"> It was discussed that there is limited PHT support for refugees in Nauru as it is a bilateral arrangement between governments.
	21. Consider local community resilience during response.	<ul style="list-style-type: none"> The church is in a good position to support community resilience. Churches have information on the vulnerability of communities and how resilience can be improved. NGOs, such as ADRA, pointed out that community resilience is often a key part of their programming and they can offer advice and guidance to other agencies in this area.

Session 5: 2014–2015 season outlook

Session Time:	16:30 – 17:15
Presenter:	Neville Koop (Na Draki Weather)



This session provided a climate and TC season outlook for 2014–2015. PHT participants were encouraged to view this session as a significant link to current and future environmental challenges within the Pacific and how clusters can integrate environmental sustainability and climate change adaptation within activities.

El Niño update

- The 2014–2015 season will be influenced by a warm El Niño Southern Oscillation (ENSO), which currently shows signs of an El Niño.
- Trade Winds have stayed near average and there is a 65 per cent chance of an El Niño.
- Sea Surface Temperature Anomaly is three degrees warmer than average in the West and very warm in the Eastern Pacific.
- Rainfall Anomaly shows November 2013 to January 2014 will be drier than normal in Fiji, Tonga and Vanuatu, New Caledonia, Wallis and Futuna. Apart from Suva, we are expecting much drier conditions in Fiji.
- El Niño years are often directly related to a higher risk of severe cyclones.
- At this stage, there can be no safe prediction of how long the Pacific cyclone season will run. The El Niño that we are predicting has not fully generated.

2014–2015 cyclone season update

- Southwest Pacific is likely to experience near average numbers of cyclones over the season.
- The outlook indicates between eight to 12 cyclones expected over the season (November to April).
- In general, there is a likelihood of reduced activity during the early season (November to January) and increased activity during the late season (February to April).
- Below normal activity is expected for Vanuatu and New Caledonia.
- Increased activity is expected for Samoa, Tuvalu, Tokelau, Niue and the southern Cook Islands.
- Possibility of two or more cyclones passing close to the main island groups for Vanuatu, Fiji, Tonga, Wallis and Futuna, Samoa, Niue, Tokelau and Tuvalu.

Key actions

- Continuous monitoring of weather forecasts and climate outlooks.
- Contingency planning for the cyclone season by humanitarian stakeholders.

DAY 2: WEDNESDAY 29 OCTOBER 2014



Session 6: Climate change and the consequences of human mobility and displacement in the Pacific

Session Time:	8:45 – 9:30
Presenter:	Dr Julia Edwards (Pacific Conference of Churches)

Every year, around the globe, millions of people are displaced by floods, wind-storms, earthquakes, droughts and other natural hazards. In the context of climate change, such movements are likely to increase. Responses to this challenge are insufficient and protection for affected people remains inadequate.

The Pacific Conference of Churches (PCC) has taken part in [Nansen Initiative](#)¹ consultations to help address the needs of people displaced by natural hazards, including the impact of climate change. PCC is working with Pacific communities that are being forced to move due to sea level rise and inundation. This session discussed the protection of displaced populations and the need for legislative frameworks and corresponding action to support vulnerable communities.

Key points and discussions

- Community resilience will be challenged by climate change. 2014 is expected to be the warmest year on record with the build-up of a strong El Niño event.
- By 2100, sea levels are expected to rise by 1.2 metres and there are one billion people living in coastal areas around the world. This has severe implications for Pacific coastline settlements.
- Current guiding documents include OCHA's [Guiding Principles on Internal Displacement](#), and the [Peninsula Principles on climate displacement within states](#), which lists 18 principles linked to climate change.

¹ Launched in October 2012 by the governments of Switzerland and Norway, the Nansen Initiative is a state-led, bottom-up consultative process intended to build consensus on the development of a protection agenda addressing the needs of people displaced by natural hazards, including the impact of climate change.

- There remains a legislative gap for cross border relocation. Fiji's first national climate change summit in 2012 did not mention relocation.
- The need for planned relocations is increasing and communities must approach governments for assistance. Communities need to be consulted to maintain control of the process, using culturally appropriate frameworks.
- Consultations under the Nansen Initiative on 'disaster induced cross border displacement' are being undertaken in five geographical regions, including the Pacific, due to the existence of climate refugees.
- During Nansen Initiative consultations, communities said they do not want to move and relocate. However movement is now a reality that will affect the preservation of culture.
- In 2011, SPC facilitated talks to integrate climate change into national disaster plans. At the time, 14 Pacific Island countries gathered to discuss climate change and Disaster Risk Management (DRM) mechanisms to address vulnerability.
- Examples of integration within PHT activities include:
 - climate change messages incorporated in the education curriculum
 - work is being undertaken with communities in Samoa to integrate fish farming
 - Vanuatu is undertaking simple measures, such as planting more resilient crops
 - Kiribati has employed a draft strategy to improve climate change preparedness links and coordination.

Key actions

- The PHT to consider the impact of climate change in their work planning.
- The PHT can provide support by facilitating the communities' needs and response to disasters in the case of slow onset events, where preparedness can play a key role.

Session 7: Protection, gender and disability in practice

Session Time:	9:30 – 10:30
Presenters:	Maha Muna (UNFPA), Pip Ross (UN Women), Suzanne Paisley (SPC), Naomi Navoce (Pacific Disability Forum) and Kate Gordon (UNHCR)

This session introduced practical gender and disability toolkits to assist humanitarians in reducing vulnerability in emergencies. The session aimed to remind participants of the social dimensions of vulnerability and/or resilience to see if they can adequately identify and consider these issues in an emergency.

In 2014, the following two toolkits were developed:

- SPC/GIZ/UN Women toolkit on gender and climate change
- Disability Inclusive Violence Against Women (VAW) programming.

These toolkits provide advice at a practical level and are based on decades of experience in the integration of inclusivity in sustainable development, natural resources management and disaster preparedness. Each of the toolkits was introduced to participants and was followed by a short simulation exercise to put the toolkits into action.

Key points and discussions

Protection

Key considerations for the integration of protection:

- Offer assistance and services without discrimination.
- Make all disaster-affected people aware of relief assistance and how they can access such relief.
- Ensure that people are not exposed to more harm.
- Identify vulnerable individuals and groups, e.g. youth, unaccompanied children, pregnant women, mothers with infants, elderly persons – all may require special attention.
- Identify and assist people with disabilities, injuries or serious illness.
- Take note of the needs of girls and women, such as privacy, hygiene, safety and dignity.
- Involve men, women and youth representatives from communities as partners in assistance, activities and decision-making.
- Coordinate with government and NGOs to ensure those most in need receive appropriate assistance and support.
- Remember that humanitarian work can impact on the psychosocial well-being of disaster-affected populations.
- Be accountable to beneficiaries.
- Assistance should be given in a compassionate manner that promotes dignity, respect, self-reliance and participation. Assistance should strengthen the ability of affected communities to support themselves through the difficulties they face.



Gender

Gender analysis and integration for men and women, elders, youth and children, involves thinking about the following questions:

- How are men and women impacted differently by the problem?
- How will men and women benefit from the project? Will they face differences in their access to benefits?
- Are differences expected in roles and responsibilities relating to the project?
- Have all stakeholders had an opportunity to provide input to the project design? How will they continue to input to design, implementation and monitoring and evaluation?

Disabilities

Key consideration when planning disability-inclusiveness:

- Ensure persons with disabilities have roles and responsibilities in planning design and implementation.
- Ensure persons with disabilities are represented in the decision making process.
- When assigning roles and responsibilities, identify opportunities for persons with disabilities to participate and take on positions of responsibility.
- Consider appointing a person within the main committee who is responsible for monitoring the ongoing inclusion of persons with disabilities, communication and addressing challenges as they arise.
- Ensure plans are understood by all, particularly the most vulnerable.
- Present key messages from the plan in alternative formats to support multiple communication needs.
- Illustrate evacuation routes on walls, murals or place sign-posts around the community indicating routes to take.
- Use leaflets, posters and street theatre to communicate important messages, and raise awareness of services available.
- Place lists and photos of people who have specific responsibilities in the event of a disaster.
- Ensure persons with disabilities and their family members are invited to information meetings about the plans.

Session 8: Coordinated needs assessment and analysis

Session Time:	11:00 – 12:30
Presenters:	Kirstie Meheux (SPC), Litea Biukoto (SPC), Rashmi Rita (OCHA) and Michael Arunga (OCHA)

Assessments are integral to humanitarian response planning and are needed to prioritize response to save lives and restore people's livelihoods. Along with emergency preparedness, the timeliness and quality of assessments can assist in delivering an effective humanitarian response.

This session looked at the coordinated needs assessment framework and examined how it applies to countries in the Pacific. Building on lessons learned from past emergencies, presenters discussed the development of a common framework for capacity building with reference to challenges and opportunities in conducting assessments.

The objective was to seek commitment from partner organizations to ensure assessments are timely, evidence based and coordinated.

Key points and discussions

This session identified a number of challenges in the conduct of coordinated needs assessments including:

- Greater emphasis needs to be placed on preparing for assessments during preparedness rather than during the initial response.
- Humanitarian partners and governments must work together to standardize assessment templates and agree to assessment processes ahead of emergencies.
- PHT capacity would be used to support national initial damage assessments.
- Better communication is needed between the clusters and the National Emergency Operations Centre (NEOC) to link needs assessments to the action undertaken on the ground and to determine gaps in support given to communities.
- Current assessment templates used by humanitarian partners for initial rapid assessments are often too detailed.
- Assessment methodologies used are not harmonized. It is therefore difficult to collate and analyze data.
- Affected communities are often overwhelmed by the large number of assessment teams collecting the same information over an extended period of time and without a follow up response.
- Lack of capacity to analyze data collected and provide assessment coordination.
- No centralized repository of baseline data to support response planning.
- Separation of development needs from humanitarian relief.
- Assessments are not (perceived as) timely.
- Limited information sharing across agencies working on the humanitarian response.
- Limited involvement of NGOs in assessments.
- Lack of reporting by clusters to NEOC on actions taken following the needs assessments.

Key actions

The session also discussed potential solutions and recommendations to strengthen the coordination and conduct of assessments². This included convening an assessment working group comprising cluster representatives and donors to harmonize assessment methodologies and reporting. It was suggested that the assessment working group could:

- Review existing assessment templates, including the Multi-cluster Initial Rapid Assessment (MIRA), noting that the methodology adopted will need to be adapted to each country situation. Also review the four questions provided by each cluster.
- Establish a register of trained personnel indicating capability to conduct assessments and analyze data collected.
- Assess baseline information needs and look to establish a centralized information repository at the NDMO given their coordination responsibility.
- Develop a training package that will include agencies involved in response.
- Consider a regional pool of resources including personnel to support assessments, including preparedness, conduct and analysis. This support could also be offered remotely.



² For the full list of challenges and solutions please refer to Annex B: Coordinated Needs Assessments.

Session 9: Pacific Humanitarian Team cluster work plans

Session Time:	13:30 – 15:30
Facilitators:	PHT cluster coordinators



In 2011 the PHT ICCG agreed on a standard work plan template that cluster lead agencies and partners could use to plan and guide activities for the year ahead.

The purpose of this session was for clusters to review previous cluster work plans in consultation with partners and identify priority activities to address weaknesses and gaps in the upcoming 12 months.

Participants were divided into cluster groups based on their area of expertise or interest. Each cluster group was facilitated by the cluster coordinator to consult on the development of work plans. Clusters were encouraged to integrate NDMO needs and priorities shared on the first day of the meeting, with NDMO representatives present in each of the cluster groups to ensure activities remained focused on the needs and plans of national authorities.

For this exercise to be practical, rather than conceptual, it was requested that the activities within each cluster work plan be realistic, aligned with the needs of national authorities, delivered within specified timeframe, and incorporated into agency operational work plans to link strategic objectives to operational resources.

Key points and discussions

- Clusters should evaluate if planning at the regional level is appropriate considering that capacities and risks vary by country.
- Many of the work planning activities raised by group participants were aspirational rather than realistic.

Key actions

- Clusters will finalize their work plans and utilize them to guide their activities in 2015.



Session 10: Overcoming logistics challenges

Session Time:	16:00 – 17:00
Presenters:	Anna Young (WFP), Vuli Gauna (IFRC) and Sean Torbit (MFAT)

Due to the vast distances between islands and the remoteness of communities, there are significant logistical challenges in Pacific disasters. There is also no dedicated regional logistics coordination capacity within the Pacific, although there is a range of expertise within countries.

This session focused on how Pacific nations can increase their national logistics capacity, as well as how the Pacific community can support logistics preparedness and response activities. Emphasis was placed on how best to undertake this work to ensure its sustainability and success.

Key points and discussions

Logistics lessons learned from the Solomon Islands floods:

- Logistics cluster needs to be strengthened in country, including the development of Terms of Reference (TOR).
- Engagement of NGOs and Red Cross in the logistics cluster.
- A dedicated and funded regional logistics position to support preparedness and response.
- Strengthened systems to distribute and track relief items.
- MOUs with key national and international partners, including goods and service providers.
- Effective coordination between logistics actors.
- Simplification of logistics assessment forms and integration into rapid assessment forms.

- Pre-positioning of stock.
- Effective preparedness to ensure appropriate stock is available rather than wait to order during a disaster and receive the goods late and at an inflated price.
- Proper tracking of aid distribution.
- Funding and sustainability of logistics activities.
- Strong prevention of sexual exploitation during aid distribution after a disaster.

Key points from group exercise

- Regional standards and best practice:
 - Build back safer poster developed for Fiji.
 - Transitional shelter manual developed for Fiji.
 - Evacuation centres guidelines for Fiji.
- Human resource capacity:
 - IFRC disaster management staff with shelter and settlements capacity.
 - IFRC roster of shelter staff (international, regional and national).
 - Emergency prepositioning of shelter and household Non-Food Items (NFIs) stock.
 - IFRC disaster preparedness stock.
 - Habitat for Humanity to pre-stock some transitional shelters.
 - Other partners still to be defined.

Key gaps in logistics capacity	Solutions to build logistics capacity	How to ensure capacity building is sustainable for countries to manage their own logistics preparedness/response activities?
<ul style="list-style-type: none"> • Presence of WFP in region • Transportation particularly between islands • Legal framework for preparedness • Supply chain management • Logistics training • Community connections • Private sector engagement • Dedicated regional coordinator • Pre-positioned stock at country level • Telecommunications 	<ul style="list-style-type: none"> • Develop a logistics strategy with corresponding long-term funding • Establish MOUs with private sector, military and maritime industries • Strengthen regional coordination through WFP presence • Advocate logistic needs and capacity through the PHT • Identify policy and framework gaps • Establish a forum for data sharing at the national and regional level • Develop standby arrangements • Secure political commitment 	<ul style="list-style-type: none"> • Training of Trainers (ToT) • Establish legal frameworks • Integrate trainings in existing institutions • Liaise with private sector • Build on existing supply chains including with the private sector • Establish SOPs and conduct regular simulation exercises to test procedures and personnel • Share experiences of what effective logistics looks like including saving lives and money • Provide ownership to trained logisticians • Strengthen links between government departments, private sector and academia • Involve churches and utilize their distribution systems. Provide ToT. • Local governments need to stay committed and prioritize Disaster Risk Reduction (DRR) and DRM

Parallel Evening Session 11: Humanitarian action plans and financial resource mobilization

Session Time:	17:30 – 18:15
Presenter:	Michael Arunga (OCHA)

This session shared new guidance on Strategic Response Plans and explored what we need from humanitarian partners to prepare Humanitarian Action Plans (HAPs) that are used in the Pacific, including situation and needs analysis.

Response plans are a management tool for country-based decision makers and articulate the shared vision of how to respond to the affected population's assessed and expressed needs. It has two interlinked components: a country or context strategy, with strategic objectives and indicators; and cluster plans, with objectives, activities and accompanying projects. Together they detail how the strategy will be implemented and how much funding is required.

Key points and discussions

- Some HAPs include both emergency response and early recovery strategies making them very heavy and time consuming, and also difficult to monitor. Suggested that OCHA engage with NDMOs on how these could be shortened to include emergency response activities only.
- Process for OCHA-managed funding mechanisms not very clear to cluster partners.
- HAPs should be informed by outcomes of assessments. This is however not the case in some countries and the HAP process is often finalized before assessment results are available.
- Cluster members confirmed that HAPs provide very useful insights to what other clusters/sectors are planning and what gaps exist.
- There is a need for local communities to be involved in setting priorities for aid and designing approaches, to ensure these do not undermine their resilience.

Key actions

- Discussions with NDMOs on how HAPs could be optimized to only include emergency response activities and perhaps some early recovery activities in the initial stages of response. HAPs could then be continuously updated as the response transitions to recovery.
- Carry out periodic information sharing sessions on various funding mechanisms available, as well as best practices.
- Share [Central Emergency Response Fund \(CERF\)](#) templates and guidance to wider PHT partners³.
- Capacity development of funding mechanisms and requirements across the board.

³ CERF templates and guidance is available for download from <http://www.unocha.org/cerf/resources/guidance-and-templates>

Parallel Evening Session 12: Collaborative public information and communications with communities

Session Time:	17:30 – 18:15
Presenters:	Elisabeth McLeod (OCHA) and Yuan-Kwan Chan (ReliefWeb)

This session provided an overview of public information products distributed in emergencies, and the importance of two-way communication and advocating with one voice. It discussed communication challenges during the Solomon Islands flood response followed with an informal discussion with attendees on how these can be addressed.

The editor of [ReliefWeb](#) for the Asia-Pacific region then provided an overview of ReliefWeb's information products and services in emergencies and encouraged humanitarian partners in the region to share content.

Key points and discussions

- Communication and reporting support must be provided to the government as they have limited capacity in this area and generally no dedicated communication role. Utilizing standby partners to support government may be a solution.
- Communication support should be part of what the PHT offers disaster-affected governments in the Pacific. However, there needs to be clarity on the types of communication support available to avoid confusion.
- Agreement is required from the government and PHT partners on when and how to prioritize messages to communities, particularly life-saving messages. Media and communications with communities were not conducted collaboratively in the Solomon Islands flood response. Organizations mainly communicated their own response activities.
- Utilizing technology is important, yet it can run the risk of exclusion. Not all Pacific Islanders have access to mobile networks and the internet, particularly immediately after disasters, therefore more traditional forms of communication must be maintained.
- There is a strong need to understand the role and importance of effective communication in emergencies, including how to build the capacity of national governments in this area.

Key actions

- Offer communication support to governments in emergencies as part of PHT services. Explore the use of standby partners.
- Offer communication in emergencies training to government and humanitarian partners.
- Encourage NDMOs and humanitarian partners to have consistent messaging and establish two-way communication channels with affected communities.

DAY 3: THURSDAY 30 OCTOBER 2014



Session 13: Private sector support in emergencies

Session Time:	9:00 – 10:00
Presenters:	Anna Krikun (ADRA Germany), Asitha Sunnadaniya (Morris Hedstrom Supermarkets), Moortaza Jiwaji (UNDP) and Maurice McCarthy (Digicel)

The session sought to encourage collaboration between government, humanitarian partners and the private sector in emergencies, and to explore the benefits and challenges of this collaboration.

This session explored two recent private sector partnerships in Pacific emergencies.

Digicel Tonga: Tropical Cyclone Ian

Following TC Ian in Tonga, Digicel chartered flights between the capital and Ha'apai to transport government officials, aid personnel and relief items. Digicel also provided customers with free credit to call family and friends in Ha'apai, as well as solar charging stations to power mobile phones and laptops. Digicel Tonga will also donate all funds raised through Digicel Stars Tonga towards relief efforts in Ha'apai.

Digicel operates across 32 nations across the world. Many of these nations are prone to disasters, including cyclones. As a result Digicel has worked to develop systems and practices to prepare for and respond to disasters. Customers want to be able to call for help and know where loved ones are in a disaster.

Digicel disaster response activities:

- Development of an Early Warning System (EWS) with governments so that text messages are accurate and timely.
- Providing credit to affected populations when a disaster strikes.
- Saving the data and information of smaller businesses to help them recover as fast as possible.

- When electricity goes out during a disaster Digicel provides generators to power and recharge phones.
- Through collaboration with partners, Digicel is trying to reach nations that still have limited access to the internet. This issue was highlighted during the Small Island Developing States (SIDS) conference. Partnership with major donors and working in collaboration with the United Nations and other private sector partners are important to drive this initiative.
- In times of disaster, competition between private sectors is not the priority. Vodafone and Digicel consult on how they can have access to each other's network. For example, if a signal is stronger in a particular area it would be beneficial for both companies' customers to make calls.
- In Vanuatu, Digicel uses SMS technology as an awareness raising tool.
- Digicel has offered its towers to be used for mounting early warning sirens.
- It is important MoUs are established with governments in the preparedness phase to define roles and manage expectations.

ADRA, ECHO and Morris Hedstrom Supermarket Fiji: Tropical Cyclone Evan

After TC Evan in December 2012, ADRA funded by ECHO initiated a recovery project in the Western Division and Yasawa Islands of Fiji. Food and agricultural vouchers were distributed to affected people, with a total of 1,387 households in targeted areas receiving a set of four vouchers (three food vouchers and one agricultural voucher). The vouchers came to a total value of FJD380 per family.

In September 2013 ADRA, through ECHO funding and cooperation with Morris Hedstrom Supermarkets, supported an additional 1,210 families with FJD200 food vouchers. The project ultimately improved the quality of the diet of affected households and complemented existing food sources to ensure people had nutritional meals. At the same time, the programme supported subsistence farmers who had crops damaged or lost during the cyclone.

The aim of the voucher programme is for recipients to have sufficient goods to support themselves by the time the food voucher ceases.

Benefits of the voucher programme:

- Greater choice for beneficiaries.
- Tying vouchers to certain commodities to promote positive behaviours such as fresh food consumption.
- Dignity and empowerment of beneficiaries.
- Support and stimulation of local markets thereby contributing to recovery.
- Reduced transport costs when compared to in-kind donations.
- As a result of the voucher program, the number of meals per day on average increased from two to three per household, with household savings increasing from FJD7.28 per week to FJD36.80 per week on average.
- Vouchers are restricted to certain products including oil, sugar and rice.

- Voucher eligibility is determined through an assessment based on the income of the recipient and household damage from the disaster.
- Partnerships between NGOs and private sector organizations enable the utilization of respective comparative advantages. For example, ADRA does not have products to distribute or the storage capacity, therefore collaboration with Morris Hedstrom Supermarkets was required.

Key actions

- Government and humanitarian partners to reach out to private sector organizations who may be able to support cluster activities in emergencies.
- Develop MOUs with the private sector as part of preparedness activities.

Session 14: Non-Governmental Organization support and commitment

Session Time:	10:30 – 11:30
Facilitator:	Laisani Petersen (UNICEF)
Presenters:	Raijeli Nicole (Save the Children Fiji), Jennifer Worthington (Oxfam Australia), Charlie Damon (CARE International Vanuatu), Gerard Ganaba (World Vision International) and Mark Mitchell (Caritas Aotearoa New Zealand)

This session aimed to hear from five representatives of prominent NGOs to identify solutions to strengthen collaboration and activities between NGOs and PHT clusters.



Key points and discussions

- NGOs can add greater value to the PHT through their comparative advantage to reach local communities and actively engage in areas where there are no cluster agencies operating.
- NGOs in the field can obtain information from affected communities on their needs.
- The current PHT mechanism works well, however NGOs should be integrated more strongly within clusters, to lead and support activities.
- NGOs need to ensure they have the right capacity before they coordinate and implement activities during emergencies.

- It would be beneficial for more NGOs to act as implementing partners.
- Preparedness needs to be strengthened at all levels, including within communities and clusters.
- Communities should be more engaged to work with governments.
- Clusters or working groups should be ongoing and active.
- Regional clusters should build meaningful dialogue with local clusters.
- Where possible, local level clusters should be developed in country.

Key actions

- The PHT to effectively utilize partnerships with NGOs such as through implementing partners or country level cluster co-leads.
- PHT organizations to assess what their gaps and limitations are and seek the support of NGOs with capacity in these areas.
- Seek MOU between cluster lead agencies and NGOs if required.



Session 15: Donor panel discussion

Session Time:	11:30 – 12:30
Facilitator:	Aurelia Balpe (IFRC)
Presenters:	Suzanne Edgecombe (DFAT), Sean Torbit (MFAT), Jules Irrmann (Embassy of France), Shohei Matsuura (SPC / JICA), Jason Brenden (US Embassy) and Edward Turvill (ECHO)

This session aimed to provide an insight into the current and future priorities of major donors within the Pacific region. Donors updated the humanitarian community on their financial and technical support in the region.

Guiding questions for the presenters:

- What do donors require and expect from the PHT?
- Is the humanitarian response plan useful for donors?
- What are the priorities in the Pacific region and how are these priorities determined by donors?
- What are the key humanitarian issues for the Pacific to be discussed at the Regional WHS consultation?

Key points and discussions

Australian Department of Foreign Affairs and Trade (DFAT)

- The Australian Government is focusing on contributing to sustainable economic growth. Support is provided based on six pillars: effective governance, gender equality, building resilience, fisheries, agriculture, and development. Humanitarian activities constitute a major component of all pillars. Disability is a cross-cutting theme.
- DFAT Pacific programs focus on resilience. These include Pacific Adaptation to Climate Change, Pacific Risk Resilience and DRR programs and supporting disaster response.
- Australia has experts on standby ready to deploy in support of disaster response and early recovery, including for DRR, gender, protection, health and education.



European Commission Humanitarian Aid and Civil Protection department (ECHO)

- ECHO is mostly a humanitarian donor.
- ECHO provided 6.8 million Euros, particularly to DRR and disaster preparedness, in the Pacific region.
- ECHO supports three sectors of humanitarian assistance: disaster resilience, reduction and protection.
- ECHO can deliver immediate financial support for events that affect more than 10,000 people and can provide DRR programs for events that affect more than 300,000 people.
- Disaster resilience and reduction priority countries include Fiji, Solomon Islands, Vanuatu, Samoa and Papua New Guinea (PNG).



New Zealand Ministry of Foreign Affairs and Trade (MFAT)

- MFAT's priorities are based on lessons learned from previous disaster seasons, and focus on strengthening capabilities and training.
- MFAT's geographic priority is the Polynesian sub-region.
- Disaster response is important for the NZ government and there is a high expectation from the public that NZ will respond quickly.
- MFAT upcoming priorities include co-hosting the World Humanitarian Summit and Urban Search and Rescue (USAR) team accreditation.



Embassy of France

- French priorities include climate change through the European Union. This includes 0.5 billion Euros, of which France contributes one fifth of this amount. France actively collaborates with SPC and Secretariat of the Pacific Regional Environment Programme (SPREP) in this area.
- The French Embassy contributes to research through USP, including surveys of the effects of climate change on oceans.
- At the global level, France takes the lead on climate change emission reductions, aiming for a 40 per cent reduction by 2030. Paris will host the [21st session of the Conference of the Parties \(COP 21\) to the 1992 United Nations Framework Convention on Climate Change \(UNFCCC\)](#) in December 2015⁴.
- Will continue to work closely with Pacific Islands in disasters through the France, Australia and New Zealand agreement (FRANZ).



Japan International Cooperation Agency (JICA)

- JICA's priorities include DRR and climate change, including lessons learned from communities.
- JICA focuses on disaster awareness and information, including the provision of equipment for information dissemination, EWSs and working with communities on awareness raising and disaster preparedness.
- The Pacific Islands Leaders Meeting, as an initiative of Japan, provided discussions on cooperation of DRR and climate change issues.
- JICA is supporting the [3rd World Conference on Disaster Risk Reduction](#) in March 2015, which will be hosted by Japan and held in Sendai⁵.

⁴ In 2012, the French President announced that France will host the 21st Conference of Parties to the United Nations Framework Convention on Climate Change (UNFCCC) adopted in 1992 and the 11th meeting of the Parties to the Kyoto Protocol adopted in 1997.

⁵ The Third United Nations World Conference on Disaster Risk Reduction will be held from 14 to 18 March 2015 in Sendai City, Miyagi Prefecture, Japan.



United States Agency for International Development (USAID)

- USAID's priorities include climate change, sustainable fisheries, ocean observations, expansion of marine protected areas, ocean acidification and pollution.
- USAID support is approximately USD300 million mostly in the North Pacific under the [Pacific-America Climate Fund](#)⁶. The focus of this fund includes building community resilience, reconstruction, coastal community adaptation, remote weather forecasting and resilient water systems.
- USAID works with Pacific partnerships with a focus on health care and climate resilience.
- USAID is looking to increase engagement in the Pacific.



⁶ The Pacific-American Climate Fund (PACAM) is a five-year USAID project that provides grants to civil society organizations throughout the Pacific Rim in support of climate change adaptation measures.



WORLD HUMANITARIAN SUMMIT

Session 16: World Humanitarian Summit Pacific consultations

Session Time:	13:30 – 16:30
Facilitator	Sune Gudnitz (OCHA)

A unique aspect of this year's meeting was the opportunity to contribute to and add a Pacific voice to [World Humanitarian Summit \(WHS\)](#) consultations. The WHS is an initiative by the United Nations Secretary-General to improve humanitarian action, culminating in a global summit in Istanbul in 2016.

The aim of the WHS is to build a more inclusive and diverse humanitarian system by bringing all key stakeholders together to share best practices and find innovative ways to make humanitarian action more effective. WHS consultations at this year's PHT Meeting will be used to guide and inform Pacific regional consultations to be held in Auckland in July 2015.

The summit will set a new agenda for global humanitarian action, focusing on four key themes:

- Humanitarian effectiveness
- Reducing vulnerability and managing risk
- Transformation through innovation
- Serving the needs of people in conflict.

Prior to the WHS 2016, regional consultations are being held to identify and share solutions to the most pressing humanitarian challenges. Regional Consultations in the Pacific will be held in Auckland in July 2015.

This session was used as a unique opportunity to consult with meeting attendees using the four thematic areas to identify specific needs and challenges in the Pacific.



Humanitarian Effectiveness

Theme Facilitator:	Jennifer Worthington (Oxfam Australia)
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The growing needs and changing contexts of emergencies mean that the pressure to improve the effectiveness of humanitarian action is building. The preparations for the WHS will look for ways to do this as a collaborative effort of all the actors involved. The humanitarian effectiveness theme explores how to meet the humanitarian needs of all people with timely and appropriate aid that is delivered in a sustainable manner, by those best placed to meet those needs.

National capacity

- Map out country specific arrangements, resources and surge capacity of international agencies and align them with national partners and counterparts.
- Consider and include the role and function of National Red Cross Societies (their function, auxiliary status with

governments and their capacity to support communities and governments) as a core stakeholder in the Pacific.

- Review civil-military arrangements and identify what kind of assistance can be given in times of disaster.
- Ensure there is government support across all ministries for disaster preparedness and response and acknowledge that this will vary from country to country.
- Governments may need to review, update or create policies, plans or Disaster Acts to ensure commitment and accountability.
- The impact of sea level rise and climate change needs to guide priority support and assistance to vulnerable countries. These risks will have an impact on national security, internal displacement and potential conflict in some countries.
- Direct assistance and support to be made to understaffed and under-resourced NDMOs.
- Strengthen national and subnational (provincial) capacity to prepare and respond to disasters with resources and trained personnel.
- Information management needs to be clearer. Need common maps and listings for zones, villages and boundaries with population and household data.
- Humanitarian agencies need to standardize NFIs and tools.

Funding

- How can governments mobilize finances faster to ensure there is government assistance rather than relying on external sources and donors?
- Government funding allocations need to be included into Disaster Acts and National Disaster Plans. For example Samoa does not have an emergency fund and therefore sources funds from government departments in emergencies.
- Donors need to have a project cycle greater than 18 months and a regional focus to fund agencies in the Pacific.
- There are some good examples of national systems in place and there is a need to evaluate the bilateral vs multilateral assistance and support given.

Identity

- The Pacific should no longer be classified under the same region as Asia-Pacific. Many funding and program frameworks are under the Asia-Pacific banner, however funding and resources in the Pacific cannot compete with the scale of disasters and populations in the Asia region. There needs to be a separation. For example PNG is currently within an Asia-Pacific alliance in regional forums, however inclusion in the PHT and other Pacific forums would be more effective.

Best practice and learning – appropriate models for the Pacific

- There is a need to set indicators, common goals and outcomes to measure humanitarian effectiveness in reducing vulnerabilities to disasters.
- Humanitarian responses and response mechanisms must vary from country to country, and need to fit the scale of the disaster. Responses should complement rather than undermine government responsibilities and assistance.
- How can we gather feedback from beneficiaries as part of WHS consultations?
- What other feedback have we gained from our own beneficiaries to help us undertake disaster response and preparedness better?
- Networking in the Pacific is unique. There are good examples of mobilizing people and resources.
- Ensure small island states are included in the consultation process.



Reducing Vulnerability and Managing Risk

Theme Facilitator: Laisani Petersen (UNICEF)

This theme questions how together we can more effectively support countries and communities build resilience to the changing nature of shocks and stresses. This includes for recurrent and predictable shocks, but also for the uncertainties of the future.

Key points of discussion

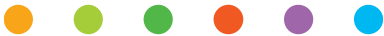
- Identify vulnerabilities and risks that need to be managed at country level due to climate change to determine Early Warning and Early Action plans.
- Climate change and its environmental impact compounds other trends in the Pacific namely:
 - population growth leading to scarcer resources
 - centralization of resources post major disasters
 - increasing internal environmental displacement leading to internal conflicts (i.e. PNG).
- Lessons learned reports need to be disseminated through the various portals available on existing websites.
- For increasing migration into the urban settings, the PHT needs to support respective city and municipal councils.
- Donors should provide coherence and predictability. The logical step would be to link the recovery phase with a DRR program but this is challenging to fund. It remains easy to resource humanitarian actions but it is challenging to fund preparedness, including paying salaries in country. If donors drive DRR, other partners will follow. We need to constantly push for commitments in DRR. For example, in PNG transition recovery is often overlooked.
- Donors should better integrate climate change and DRM funding streams.
- Should disaster preparedness funding be sourced from development or humanitarian donor budgets?
- Existing documents on DRR and climate change adaptation need to integrate humanitarian perspectives and impact.
- National plans already indicate the main risks they are facing. These include natural hazards, the impact of climate change, urbanization, population growth, migration, land issues,

decreased natural resources, cost of transport, centralization of resources in exposed areas, environmentally induced displacement leading to conflict.

- All these risks are interconnected and social vulnerability needs to be better analyzed. Community Based Disaster Risk management (CBDRM) is expensive, difficult and time-consuming. Decentralization of risk management is a possible solution and requires governments and NGOs to work more effectively together. Methodology is important and should include a focus on indigenous knowledge and a strengths-based approach. We should look at how well communities are placed to do things, rather than focusing on how vulnerable they are. Focus on the strength of communities, not only their vulnerabilities. Community approaches should be grounded in 'deep humility' and recognize local people as the authorities on how to live on their land.
- SRDP can collect case studies and map the division of responsibilities in each country.
- DRR should be part of community development plans, rather than separate.
- Lessons learned need to be distributed more effectively.
- Partners should ensure both DRM and climate change leaders are aware of and supportive of activities.
- Proliferation of NGOs makes it difficult for NDMOs to know what is happening in their countries.
- Clusters are a good means of ensuring information is shared, and could be broadened to also include DRR and climate change issues. "Cluster-like" systems can be implemented at provincial level.
- Urbanization is an increasing trend in the Pacific. There is a need for support to councils to take account of new arrivals in their planning. Governments could consider incentives for people to stay in their villages.
- People need to be involved in discussions about their land – through mediation or other means. Example given of PNG where attempts to evict squatters from private land in Port Moresby resulted in violence. NDMOs need better links with land ministries.
- Risk governance is key and should be the preserve of councils and not NDMOs. Councils need to understand their risks and be supported to manage them more actively.
- A requirement under the Kyoto Protocol is for climate change funding to be "new and additional", which is not necessarily helpful as funding is not always the answer.
- Key development documents (e.g. Small Island Developing States Accelerated Modalities of Action (SAMOA) Pathway) could be reviewed by OCHA to draw out DRR and preparedness aspects.
- Bottom up approaches are required and should be linked to policies and turning plans into actions. This should include ecosystem-based management and eco-DRM. For example in Samoa after cyclones, some communities developed the river catchment by using different methods including replanting.
- Utilize networks such as youth councils since a large percentage of the Pacific population is young.
- In Fiji, there is a disconnect between NDMOs and the NGOs on the ground due to the proliferation of NGOs. When NGOs ask for funds, the donors should check if they are accredited by NDMO.
- In urban areas, city councils should be supported to improve city planning, improve dialogue between different actors at high levels for migration and relocation, and to find ways to limit rural to urban drift. Mediation teams in DRM for land

tenure issues can also be included. In Fiji, the discussion between land division and NDMO takes place at community level and the information goes back up. In Tonga, it is a very sensitive issue and cannot really be touched because the land tenure system is the base of the constitution. Women cannot own land, but women can lease land and widows can remain on the land of their late husband until they remarry or die.

- NDMO should not be responsible for land use planning but there is a need for discussion and information sharing.
- How much money is put in the region for reducing risk? Is it enough? What can be improved? It would be better to spend more money in risk reduction as if disaster numbers continue to increase, there will not be enough money to respond to all emergencies so reducing risk may be more reasonable. For the Council for International Development in New Zealand, 40 per cent of members conduct DRR as part of their development actions. The question is what did they do, with what quality and what sustainability? The climate change adaptation projects also need to be checked to make sure they decrease the vulnerability of all the population and are not increasing vulnerabilities during hazards and disasters. All projects need a DRR component, but the question is who is monitoring this?
- Sometimes there is no need for money to do things, and when the money is available it overlooks the resilience of the community and, as a result, vulnerability is increased.
- Is the return on investment being tracked? Can we statistically say that what we are collectively doing is working or not?



Transformation through Innovation

Theme Facilitator: Nastaran Jafari (Independent Consultant)

In a world of constant change and evolving global challenges, affected populations and communities seek pro-active not reactive humanitarian responses. To adapt to changing humanitarian needs, there is a need for humanitarian actors to respond with increased creativity, innovation and out-of-the-box solutions.

While the humanitarian system is slow to change and has a culture of maintaining well-established approaches there is now recognition that to address new challenges and take advantage of emerging opportunities, the humanitarian sector needs a more rapid and agile approach to change and improve. It must question the way the system works, and look ahead for new ideas and ways of working.

Key points of discussion

- Traditionally innovation is not encouraged or embedded within the humanitarian sector, as opposed to private organizations where innovation is needed for market survival. It is important to encourage innovative behaviour.
- The definition of innovation must not be confined to external sources and ideas such as technological advancements, and should incorporate effective traditional and community practices from the Pacific.
- All partners, including donors, must include transparency and agility within project design and implementation processes to ensure changes can be made to projects if needed.
- Where appropriate, the humanitarian sector can look to outsource key functions that can be more effectively and

efficiently delivered by private organizations, for example information technology.

- Innovation must also occur at the community level, especially within the Pacific context where relationships and trust are developed and established, such as in community groups and churches.
- Provide support to national authorities, including NDMOs and line ministries on innovative practices.
- Ensure economies of scale are considered in particular for small island countries as some may not have a robust private sector. Further investments may be required, including financial inclusion and access to markets.
- The humanitarian sector should be much more pro-active towards mutually beneficial collaboration with partners including private organizations and academia.
- University students could undertake research required by their studies based on a need or issue identified by humanitarian partners.
- Collaborative work could be undertaken with private organizations administering Corporate Social Responsibility projects. This enables humanitarian partners to access greater funding for projects, and in turn provides private organizations with technical expertise.
- It would be useful to have a session on innovation at the next PHT Meeting and create a social media network for the Pacific on innovation where ideas and best practice can be shared.



Serving the Needs of People in Conflict

Theme Facilitators: Jelica Bogdanovic (International Committee of the Red Cross (ICRC)) and Alfred Grimm (ICRC)

The scale, intensity and duration of armed conflicts, including the mass displacement of people, continues to create immense humanitarian need. Work under this theme includes identifying more effective strategies and methods of providing assistance and protection to people affected by conflict.

Key points of discussion

- There is a need to address the civil and military relationship in the Pacific, including the role of humanitarian actors to address the needs of people in conflict.
- There was recognition that military assets are often the first line of response in the Pacific due to logistical challenges.
- How can national governments make military response a last resort rather than the first option during natural disasters? Or do we need better guidelines for military engagement?
- Climate change is an important trigger of violence and conflict in relation to relocation and resources.
- There should be pro-activeness from humanitarian partners to foresee the potential conflicts from climate change.
- There are already examples of communities that have relocated and come into conflict with the host community (Carteret Islands). How can we ensure this does not happen in the future?
- We need interventions focusing on the livelihoods of relocated people.

- We need to create policies that can prevent potential conflicts and identify how climate change funds are used.
- There is a need for legal frameworks for conflict. Legislation and legal frameworks need to cater for the prevention and minimization of conflict, including conflict resolution. Countries that are lacking in this capacity need to be prioritized for technical assistance. This can be through national legislations based on International Disaster Response Law (IDRL) and defining roles and responsibilities in violence and conflict.
- Humanitarian access to goods and services, including cash transfers, need to be addressed within a disaster or conflict.
- Issues can arise for protection of resources for those who have resources during a disaster.
- Greater work needs to be undertaken for conflict preparedness in the Pacific. It is difficult to determine what will trigger conflict during a natural disaster.
- Support from the church is important. The church is most likely the closest and trusted institution to the community, and is an integral part of the community. It can be used for conflict resolution.

ANNEX A: NATIONAL DISASTER MANAGEMENT OFFICE PRIORITIES

This list of NDMO priorities was compiled based on discussions in the closed session on Monday 27 October:

Category	Actions/Issues
Communication	<ol style="list-style-type: none"> 1. Advocacy and consistent messaging about the PHT to broader partners (perhaps more engagement in national workshops?). 2. Clarity on roles and responsibilities of NDMOs and the PHT. 3. Promote the PHT to not only NDMOs, but also line ministries. 4. Defined communication channels between NDMOs, government ministries, the PHT and partner agencies.
Coordination	<ol style="list-style-type: none"> 5. The PHT needs to understand/accept existing country arrangements. 6. SOPs and guidelines for PHT engagement arrangements such as entry points, deployments, resource mobilization. 7. Ensure cross-cutting issues and inclusive approaches across clusters (e.g. people with disabilities). 8. Recognize and strengthen connections between existing regional coordination mechanisms outside disaster response. 9. Accountability to ensure activities meet the needs of the country. 10. Same issues are being discussed in different platforms. How do we synchronize efforts and ensure follow up actions?
Information management	<ol style="list-style-type: none"> 11. Adoption of technology to enhance assessment and information sharing. 12. Coordinated needs assessment for delivering improved inter-agency response to minimize duplication, avoid assessment fatigue and make better use of available information. 13. Standardization of assessment and information management tools by different stakeholders.
Preparedness	<ol style="list-style-type: none"> 14. Strengthen line ministries for preparedness and response. 15. Support the revision and update of national disaster management plans. 16. Develop ways to measure the impact of preparedness activities.
Capacity building	<ol style="list-style-type: none"> 17. Work with national governments to determine priority training needs and clarify where the PHT can assist in this area. 18. Better coordination of inter-agency preparedness activities, training and simulation exercises to avoid duplication. 19. Consistency in the training approach and methodology of different stakeholders.
Other issues	<ol style="list-style-type: none"> 20. PHT support in addressing displacement issues for refugees in Nauru. 21. Consider local community resilience during response.

ANNEX B: COORDINATED NEEDS ASSESSMENTS

Challenges	Solutions
Assessments too detailed to be timely	<ul style="list-style-type: none"> • Clear purpose of the assessment and plan out contents and resources to save time. • Clusters each identify four (4) key questions. With reference MIRA – review Questions.
Different assessment methodologies – difficult to collate and analyze data	<ul style="list-style-type: none"> • Templates, guidelines and technology to standardize assessments.
Assessment fatigue of communities	<ul style="list-style-type: none"> • Coordinated/Joint assessments. • Distribution of some items with assessment.
Too much emphasis on data collection, not enough on analysis	<ul style="list-style-type: none"> • Identify technology to support collation and analysis noting that this is not the only solution. • Register of trained personnel should include those who conduct assessment as well as specialized analysts of data. • Explore and adapt good practices of analysis and presentation methods used in other regions.
Lack of assessment coordination	<ul style="list-style-type: none"> • Plan and conduct joint assessments. • Assessment Working Group needs to start as soon as possible. Outcomes to cover: <ul style="list-style-type: none"> – multi-agency training package on conducting assessment – collecting baseline data – data sharing platforms. • Maintain register of trained personnel. • Work with National Red Cross Societies who have experience and resources. • Donors need to put some conditions in funding requests for assessment to encourage and support coordination.
Need for assessment preparedness Baseline data – accessible	<ul style="list-style-type: none"> • Data needs to be accessible and usable. NDMO needs to play a greater role in data preparedness and accessibility – setting up repository and/or sharing platforms. • Better coordination between data custodians and NDM, e.g. UNFPA Indonesia has a MoU between NDMO and Bureau of Statistics to share census data and also support for data analysis.
Need for assessment preparedness (general)	<ul style="list-style-type: none"> • Standardized NDMO assessment form developed with agencies. • Document assessment preparedness (SOPs) – roles and responsibilities, capacities needed.
Initial Rapid Assessment – not so rapid	<ul style="list-style-type: none"> • Explore team mobilization techniques and assessment methodologies: <ul style="list-style-type: none"> – community-led assessments, e.g. TXT data to NEOC for collation and analysis – using mobile technology to collect data – use drone and specialized aircraft – joint planning for coordination and resource use.
Limited involvement of NGOs	<ul style="list-style-type: none"> • To encourage NGOs, include them in training during preparedness and involve them in response. • NGOs to play role in Assessment Working Group.
Technical support needed	<ul style="list-style-type: none"> • Regional pool of support assessment and remote support.
Information sharing	<ul style="list-style-type: none"> • Analyze current information sharing platforms and recommend improvements. • Existing providers should create awareness of their platforms and explore integration and interoperability techniques.

ANNEX C: LIST OF PARTICIPANTS

First Name	Last Name	Organization
Akapusi	Tuifagalele	Fiji National Disaster Management Office
Akiko	Fujii	UNDP
Alfred	Grimm	ICRC
Amanda	Bissex	UNICEF
Amit	Kumar	Foundation of the Peoples of the South Pacific International Regional Secretariat Trust Board
Andra	Whiteside	Volunteer
Anna	Krikun	ADRA Germany
Anna	Young	WFP
Anne-Maree	Delaney	IFRC
Anthony	Blake	SPC
Asitha	Sunnadeniya	Morris Hedstrom Supermarkets
Astrid	Kersten	La Roche College
Ateca	Kama	Fiji Ministry of Health
Audrey	Aumua	WHO
Augustine	Garae	Vanuatu Red Cross / IFRC
Aurelia	Balpe	IFRC
Cameron	Vudi Ngatulu	Solomon Islands Red Cross / IFRC
Carlos	Calderon	Oxfam New Zealand
Cecilia	Aipira	UN Women
Charles	Carlson	Emergency Management Cook Islands
Charles	Mitchell	Palau Red Cross / IFRC
Charlie	Damon	CARE International Vanuatu
Christine	Reddy	ICRC
Cristina	Casella	SPC
Crystal	Alexander	Volunteer
Danielle	Edwards	Volunteer
Diana	Salili	Volunteer
Edward	Turvill	European Commission Humanitarian Aid and Civil Protection (ECHO)
Elisabeth	McLeod	OCHA
Elizabeth	Christy	FAO
Emele	Bolamaira	SPC
Ephrem	Elder	Vodafone
Eva'ipomana	Tu'uholoaki	Tonga Red Cross / IFRC
Fetalai	Gagaeolo	Volunteer
Finau	Limuloa	IFRC
Francina	Ega	Volunteer
George	Gigauri	International Organization for Migration (IOM)
Gerard	Ganaba	World Vision International
Helen	Leslie	New Zealand Ministry of Foreign Affairs and Trade (MFAT)

First Name	Last Name	Organization
Helene	Jacot des Combes	USP PaCE-SD
Hugo	Hebala	Solomon Islands Ministry of Women, Youth, Children and Family Affairs
Iliapi	Tuwai	Adventist Development Relief Agency (ADRA) Fiji
Inoke	Kupu	PRRP Programme
Inoke	Vaiangina Taufu	Tonga Red Cross / IFRC
Iosefo	Volau	UNICEF
Isabelle	Austin	UNICEF
Jack	Filomea	UNDP
Jack	French	UNDP
Jaimee	Skilton	RedR Australia
Jason	Brenden	US Embassy
Jeff	Kyle	UNDSS
Jelica	Bogdanovic	ICRC
Jennifer	Worthington	Oxfam Australia
John	Kanai Ta'amora	Volunteer
John	Morley	Australian Department of Foreign Affairs and Trade (DFAT)
John	Titmus	New Zealand Ministry of Civil Defence & Emergency Management (NZ MCDEM)
Jorge	Martinez	WHO
Jules	Irmann	Embassy of France
Julia	Edwards	Pacific Conference of Churches
Karen	McNamara	University of Queensland
Katalaine	Duaibe	SPC
Kate	Gordon	UNHCR
Kelera	Oli	WHO / Ministry of Health
Kilateli	Epu Falenga	Volunteer
Ki-rhim	Lee	WHO
Kirstie	Meheux	SPC
Laisani	Petersen	UNICEF
Lemau	Motusaga	Samoa Red Cross / IFRC
Leveni	Aho	Tonga National Emergency Management Office
Litea	Biukoto	SPC
Loretta	Ta'ake	Solomon Islands Ministry of Women, Youth, Children and Family Affairs
Loti	Yates	Solomon Islands National Disaster Management Office
Lyndon	Tamblyn	Beyond Disaster Relief NZ
Maha	Muna	UNFPA
Malcolm	Ponton	UNESCAP
Malia	Pisi	Samoa Disaster Management Office
Manla	Manley	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)
Marc	Overmars	UNICEF
Mark	Mitchell	Caritas Aotearoa New Zealand
Mark	Shapiro	WFP

First Name	Last Name	Organization
Masi	Latianara	Habitat for Humanity Fiji
Mataika	Kelemedi	Volunteer
Maurice	McCarthy	Digicel
Megan	Krolik	Caritas Australia
Melanie	Ogle	Council for International Development
Meleane	Masila	Tonga Ministry of Internal Affairs
Michael	Arunga	OCHA
Michael	Gloeckle	Australian Department of Foreign Affairs and Trade (DFAT) / Fiji NDMO
Michael	Shembenombo	Papua New Guinea Red Cross / IFRC
Mike	Greenslade	ShelterBox Australia
Moortaza	Jiwanji	UNDP
Morgan	Wairiu	Live & Learn Fiji
Mosese	Sikivou	SPC
Naawa	Sipilanyambe	UNICEF
Nacanieli	Speigth	UNDP
Naomi	Navoce	Pacific Disability Forum
Nastaran	Jafari	Independent Consultant
Natasha	Freeman	Australian Red Cross
Neville	Koop	Na Draki Weather
Nicholas	Ting	Fiji National Disaster Management Office
Noa	Tokavou	SPC
Norelse	Iyahan	SPC
Osnat	Lubrani	UNDP
Paolo	Malatu	Oxfam Australia
Peter	Batchelor	UNDP
Pip	Ross	UN Women
Pratarp	Singh	Entec Limited / South Pacific Engineers Association
Raijeli	Nicole	Save the Children Fiji
Rajendra	Prasad	Intergovernmental Oceanographic Commission (IOC) of UNESCO
Rashmi	Rita	OCHA
Ray	Bojczuk	Australian Department of Foreign Affairs and Trade
Rohan	Murphy	NZ Ministry of Foreign Affairs and Trade
Rokotamana	Vitinaqailevu	Volunteer
Roshni	Chand	Foundation of the Peoples of the South Pacific International (FSPI)
Roy	Harris	Nauru National Disaster Risk Management
Samuela	Pohiva	Tonga Ministry of Internal Affairs
Sarah	Mecartney	UN Habitat
Sean	Torbit	New Zealand Ministry of Foreign Affairs and Trade (MFAT)
Seini	Kurusiga	UNICEF
Shadrack	Welegtabit	Vanuatu National Disaster Management Office
Shane	Antonio	Pacific Disability Forum

First Name	Last Name	Organization
Shigeki	Ishigaki	JICA
Shohei	Matsuura	SPC / JICA
Simita	Singh	Foundation of the Peoples of the South Pacific International (FSPI)
Sulusamoa	Seti Tofilau	Samoa Red Cross / IFRC
Sune	Gudnitz	OCHA
Suzanne	Edgecombe	Australian Department of Foreign Affairs and Trade
Suzanne	Paisley	SPC
Taina	Naivalu	St John Association of Fiji
Taito	Nakalevu	SPC
Thomas	Albrecht	UNHCR
Toubee	Aberaam	Kiribati Red Cross / IFRC
Tricia	Wilden	Australian National University
Tukatara	Tangi	Australian Department of Foreign Affairs and Trade
Tupou'ahau	Fakakovikaetau	Tonga Ministry of Internal Affairs
Tusialofa	Finikaso	Tuvalu Red Cross / IFRC
Victoria	Wheeler	Australian Department of Foreign Affairs and Trade
Vini	Talai	OCHA
Vuli	Gauna	IFRC
Wayner	Louis	Micronesia Red Cross / IFRC
William	Fuata	International Planned Parenthood Federation (IPPF)
Wojciech	Dabrowka	Australian Department of Foreign Affairs and Trade (DFAT) / Vanuatu NDMO
Yuan-Kwan	Chan	ReliefWeb / OCHA

ANNEX D: AGENDA AT A GLANCE

Day 1: Tuesday 28 October 2014

Start	End	Session	Presenter/Facilitator
8:00	8:30	Pacific Humanitarian Team registration opens	
8:30	8:40	Welcome	
8:40	8:45	Opening address	
8:45	8:55	Agenda overview	
8:55	9:10	Introduction	Sune Gudnitz (OCHA)
9:10	9:30	Session 1: Global and regional guidance on humanitarian action	Mark Shapiro (WFP) and Nastaran Jafari (Independent Consultant)
9:30	10:30	Session 2: Disaster scales and triggering regional support	Sune Gudnitz (OCHA) and John Titmus (NZ MCDEM)
10:30	11:00	Morning Break	
11:00	11:45	Session 3: Pacific Humanitarian Team 2013–2014 year in review	Elizabeth Christy (FAO) and Vuli Gauna (IFRC)
11:45	12:30	Session 4a: Key priorities and preparedness – outcomes of the National Disaster Management Office pre-meeting	Loti Yates (NDMO Solomon Islands) and Leveni Aho (NEMO Tonga)
12:30	13:30	Lunch	
13:30	15:30	Session 4b: Pacific Humanitarian Team cluster strengthening and partnerships	Sune Gudnitz (OCHA) and Nastaran Jafari (Independent Consultant)
15:30	16:00	Afternoon Break	
16:00	16:30	Session 4b continued	
16:30	17:15	Session 5: 2014–2015 season outlook	Neville Koop (Na Draki Weather)
17:15	17:25	Wrap up and close	
18:00	19:30	Welcome reception – hosted by OCHA	

Day 2: Wednesday 29 October 2014

Start	End	Session	Presenter/Facilitator
8:30	8:45	Recap Day 1	
8:45	9:30	Session 6: Climate change and the consequences of human mobility and displacement in the Pacific	Dr Julia Edwards (PCC)
9:30	10:30	Session 7: Protection, gender and disability in practice	Maha Muna (UNFPA), Pip Ross (UN Women), Suzanne Paisley (SPC), Naomi Navoce (PDF) and Kate Gordon (UNHCR)
10:30	11:00	Morning Break	
11:00	12:30	Session 8: Coordinated needs assessment and analysis	Kirstie Meheux (SPC), Litea Biukoto (SPC), Rashmi Rita (OCHA) and Michael Arunga (OCHA)
12:30	13:30	Lunch	
13:30	15:30	Session 9: Pacific Humanitarian Team cluster work plans	PHT cluster coordinators
15:30	16:00	Afternoon Break	
16:00	17:00	Session 10: Overcoming logistics challenges	Anna Young (WFP), Vuli Gauna (IFRC) and Sean Torbit (MFAT)
17:00	17:15	Wrap up and close	

Wednesday 29 October 2014 – Parallel Evening Sessions (optional)

17:30	18:15	Session 11: Humanitarian action plans and financial resource mobilization	Michael Arunga (OCHA)
17:30	18:15	Session 12: Collaborative public information and communications with communities	Elisabeth McLeod (OCHA) and Yuan-Kwan Chan (ReliefWeb)

Day 3: Thursday 30 October 2014

Start	End	Session	Presenter/Facilitator
8:30	8:45	Recap Day 2	
8:45	9:00	Feedback from evening sessions	
9:00	10:00	Session 13: Private sector support in emergencies	Anna Krikun (ADRA Germany), Asitha Sunnadaniya (Morris Hedstrom Supermarkets), Moortaza Jiwaji (UNDP) and Maurice McCarthy (Digicel)
10:00	10:30	Morning Break	
10:30	11:30	Session 14: NGO support and commitment	Rajjeli Nicole (Save the Children Fiji), Jennifer Worthington (Oxfam Australia), Charlie Damon (Care International Vanuatu), Gerard Ganaba (World Vision International) and Mark Mitchell (Caritas Aotearoa New Zealand). Facilitated by Laisani Petersen (UNICEF)
11:30	12:30	Session 15: Donor panel discussion	Suzanne Edgecombe (DFAT), Sean Torbit (MFAT), Jules Irrmann (Embassy of France), Shohei Matsuura (SPC / JICA), Jason Brenden (US Embassy) and Edward Turvill (ECHO). Facilitated by Aurelia Balpe (IFRC)
12:30	13:30	Lunch	
13:30	15:00	Session 16: World Humanitarian Summit Pacific consultations	Sune Gudnitz (OCHA)
15:00	15:30	Afternoon Break	
15:30	16:30	Session 16 continued	
16:30	17:00	Close and the future of Pacific Humanitarian Team meetings	Sune Gudnitz (OCHA) and Mosese Sikivou (SPC)