Implementation and Monitoring Plan for the National Disaster Management Plan 2018

A plan to support effective implementation of Solomon Islands' National Disaster Management Plan 2018

(2020-2023)

SOLOMON ISLANDS

This Implementation and Monitoring Plan for the National Disaster Management Plan is the result of consultations led by the Solomon Islands National Disaster Management Office (NDMO) in partnership with the Pacific Community (SPC) through the Pacific Islands Emergency Management Alliance (PIEMA) project in May, September 2019 and February 2020.

Foreword
Chair of the National Disaster Council

The National Disaster Management Plan (NDMP18) is founded on the National Disaster Council Act 1989 and was endorsed by Cabinet in 2018. The NDMP18 sets out comprehensive arrangements for disaster management in the Solomon Islands, with an emphasis on a whole-of-government, national, provincial and local level approach to disaster planning, preparedness, response and recovery.

Since its adoption, the National Disaster Management Office has been coordinating steps to ensure arrangements set out in the NDMP18 are established and operational. This has included working at the national level with agencies that are members of the Sector Committees, through to support for provincial and local level disaster coordinators.

Notwithstanding the significant progress made to date, it is apparent that further work is needed to properly and fully operationalise the NDMP18. Most importantly, ongoing strengthening and commitment to build a whole-of-government and multi-sector approach to disaster management is needed.

Solomon Islands is an active member of the Pacific Islands Emergency Management Alliance (PIEMA), and it is timely that, through the PIEMA Project delivered by the Pacific Community (SPC), this NDMP18 Implementation and Monitoring Plan 2020–2023 has been developed.

When considering how the PIEMA Project could best support Solomon Islands disaster management arrangements, it was clear from the outset that the focus be on supporting implementation of the NDMP18. I am pleased that this plan does just that, and that through a multi-stakeholder and consultative process, has been developed with an emphasis on key priorities to address over the NDMP18 period until 2023.

Importantly, the NDMP18 Implementation and Monitoring Plan does not set out a comprehensive and prescriptive approach for NDMP18 implementation; rather it aims to bring a focus to key priorities; catalyse action and serves to reinforce and support a shared commitment to an ongoing process of whole-of-sector dialogue, collaboration, planning and progress monitoring.

It is with great enthusiasm that I endorse this NDMP18 Implementation and Monitoring Plan and would like to thank all those involved in its development. As Chair of the National Disaster Council, I look forward to assisting with, and monitoring its progress.

Dr Melchior Mataki
Permanent Secretary, Ministry of Environment, Climate Change, Disaster and Meteorology
Chair of the National Disaster Council

Contents

Summary

This Implementation and Monitoring Plan 2020-23 (IMP) for the National Disaster Management Plan 2018 (NDMP18) has been developed by the Solomon Islands Government in collaboration with disaster management partners, and with the support from the Pacific Community (SC) through the Pacific Islands Emergency Management Alliance (PIEMA) project.

The IMP brings a focus to the NDMP18 as a whole-of-government plan that sets out government regulations for managing disasters and emergencies. The IMP strives to map out pathways to support NDMP18 implementation, and promote and build the foundations of **trust, leadership and teamwork** across the disaster management sector. It represents the required commitment **to work together to strengthen and operationalise the planning, preparedness and response arrangements** set out in the **NDMP18**. To do this, the IMP aims to:

✔ Enhance ongoing NDMP18 governance, collaboration and accountability;
✔ Promote coordinated planning and monitoring of disaster management sector priorities; and
✔ Support collaborative action to progress priorities.

At the core of this IMP is an emphasis on the need for ongoing dialogue and collaborative planning and action involving all key stakeholders. It also highlights six Outcomes that the sector has identified to progress as priorities over the next three years. It is anticipated that through ongoing dialogue and engagement, the Outcomes will be implemented and monitored overtime, and new Outcomes to progress will be identified.

The primary audience for the IMP is the disaster management sector. Its intention is to communicate and illustrate pathways for a whole-of-sector approach to implementing the NDMP18. The IMP will also be used to communicate to Solomon Islands' disaster management partners as a basis for directing and coordinating support.

> **IMP SUMMARY**
>
> **Vision:** Solomon Islands government and partners work together to ensure ongoing and effective implementation of the NDMP18.
> Objectives: Through a shared, whole-of-sector commitment and approach, the IMP has the following objectives:
>
> • Enhance NDMP18 governance, collaboration and accountability.
> • Promote coordinated planning and monitoring of disaster management sector priorities; and
> • Supporting collaborative action to progress sector priorities.

IMP SUMMARY CONTINUED

Priority Outcomes: The IMP describes six Priority Outcomes to be progressed by the sector over the next three years. Priority Outcomes will be reviewed, modified and updated throughout implementation.

Over the next three years (2020-2023) the sector will work together to:
- Establish a National Emergency Response Team capability.
- Ensure Sector Committees, the emergency operations centre, and other bodies in the NDMP18 are fully interoperable.
- Strengthen Solomon Islands Government planning, management and budget processes so they actively support NDMP18 implementation.
- Establish a clear pathway and system for accredited emergency management training.
- Establish a NDMP18 monitoring and evaluation framework to support information sharing, knowledge generation, accountability and disaster management performance reporting.
- Establish a common communication platform with shared and discrete channels in place and operational.

Background and Context

Overview

Solomon Islands is one of the world's most disaster-prone countries with many hazards predicted to intensify with climate change. The Solomon Islands Government adopted a new disaster management plan in 2018 (referred to here as the NDMP18) replacing Parts 1-4 of the National Disaster Risk Management Plan 2010. The **NDMP18 is now the established regulation for disaster management in the Solomon Islands.** It sets out the principles, policies, structures and roles and responsibilities for disaster management at the national, provincial and local levels across preparedness, response and recovery phases.

Figure 1 (next page) sets out the overall disaster management operational arrangements, showing the relationship between centralised coordinating functions including the National Disaster Council (NDC), National Disaster Operations Committee **(N-DOC)**, National Emergency Operations Centre **(NEOC)** and multi-agency Sector Committees that include NGO representation.

The roll-out of the NDMP18 has been progressing with a focus on developing Standard Operating Procedures (SOPs) to guide the work and functions of six Sector Committees. The SOPs further specify roles, responsibilities and procedures that connect Sector Committees and enable the operationalisation of the NDMP18 through coordinated preparedness and response.

Police, Fire and Health (ambulance) agencies have mandated roles and responsibilities in performing certain emergency service provision in the Solomon Islands. These are set out for Police and Fire in the Police Act of 2013 and for Health in the Health Services Act of 1996. The NDMP18 integrates these agencies as part of the whole-of-government approach to disaster planning, preparedness and response. For example, both the Commissioner of Police and the Permanent Secretary of Health and Medical Services are members of the NDC.
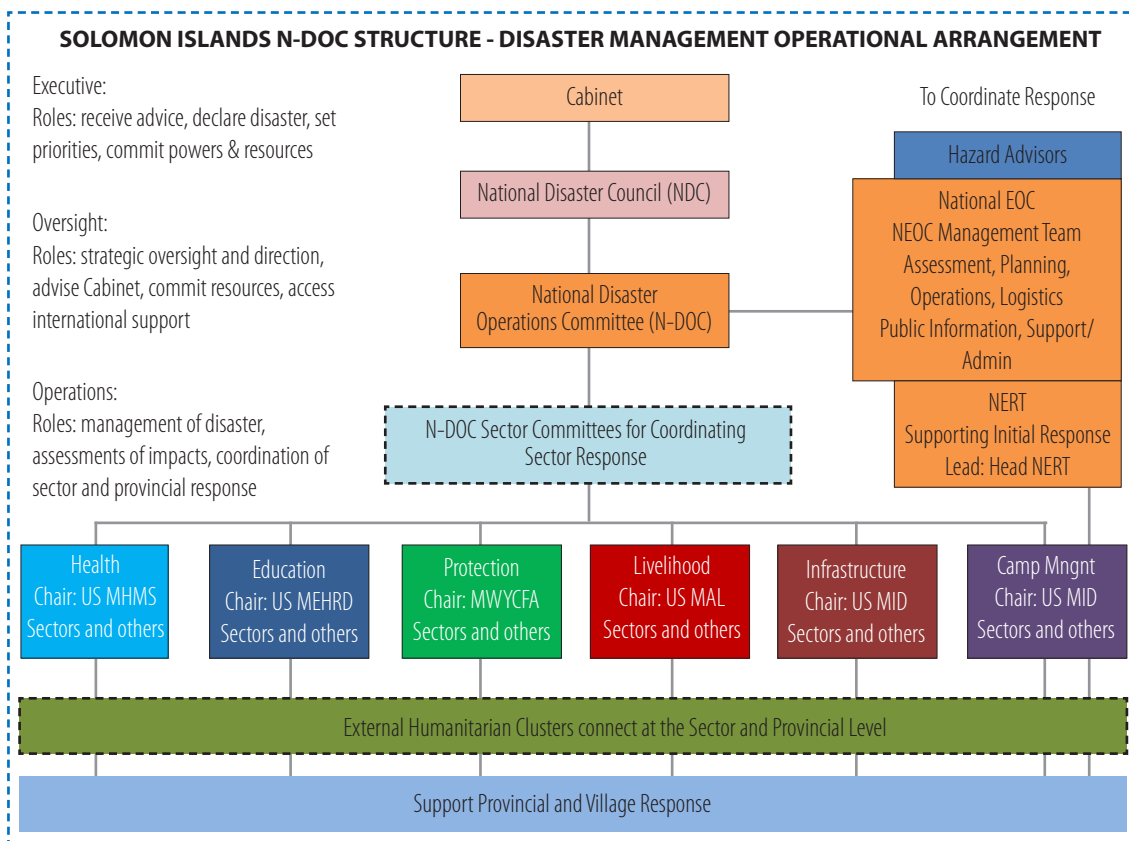
SOLOMON ISLANDS N-DOC STRUCTURE - DISASTER MANAGEMENT OPERATIONAL ARRANGEMENT

Executive:
Roles: receive advice, declare disaster, set priorities, commit powers & resources

Oversight:
Roles: strategic oversight and direction, advise Cabinet, commit resources, access international support

Operations:
Roles: management of disaster, assessments of impacts, coordination of sector and provincial response

To Coordinate Response

Cabinet

National Disaster Council (NDC)

National Disaster Operations Committee (N-DOC)

N-DOC Sector Committees for Coordinating Sector Response

Hazard Advisors

National EOC
NEOC Management Team
Assessment, Planning, Operations, Logistics
Public Information, Support/ Admin

NERT
Supporting Initial Response
Lead: Head NERT

Health
Chair: US MHMS
Sectors and others

Education
Chair: US MEHRD
Sectors and others

Protection
Chair: MWYCFA
Sectors and others

Livelihood
Chair: US MAL
Sectors and others

Infrastructure
Chair: US MID
Sectors and others

Camp Mngnt
Chair: US MID
Sectors and others

External Humanitarian Clusters connect at the Sector and Provincial Level

Support Provincial and Village Response

Figure 1 - Solomon Islands Disaster Management Structure - source NDMP18

About PIEMA

PIEMA was established in 2013 as a coordinating mechanism that engages directly with Pacific Island countries to create 'excellence in emergency management'. PIEMA has a focus on building the foundations of trust, leadership, and teamwork among key emergency management agencies. The Pacific Community (SPC) provides support to PIEMA agencies through the PIEMA project.

The PIEMA project is providing the opportunity to support all Pacific islands embark on a SREM development process and is also supporting the development of a Regional SREM, which will serve as a framework for coordination across disaster managers and decision makers across the Pacific.

PIEMA plays a key role in supporting delivery of the Boe Security Declaration Action Plan, as well as the Framework for Resilient Development in the Pacific (FRDP).

Strengths and Challenges

The IMP builds on existing strengths and addresses persisting challenges of disaster management coordination in the Solomon Islands. Through the consultation process in developing this document, the following strengths and challenges were identified (see Table 1) by stakeholders and used as a basis for identifying Priority Outcomes.

Strengths that characterise the sector include:	**Challenges** that characterise the sector include:
• A strong disaster management policy framework reflected in the new NDMP18	• Establishing the NDMP18 as a whole-of-government plan, not just an NDMO plan, and mobilising action to implement the NDMP18
• Clearly defined disaster response arrangements as detailed in the NDMP18, and related SOPs and ToRs (currently under development)	• Limited awareness of the NDMP18 and disaster management responsibilities
• Strong NDC leadership and engagement	• A lack of NDMP18 mainstreaming across government planning and budgeting processes
• An emerging National Emergency Response Team capability; to date including the development of foundational documents and the completion of the first round of training	• A lack of communication, coordinated strategic planning and cross-agency engagement, particularly at operational and middle-management levels
• A robust foundation of trust and partnership across government and civil society, and shared commitment to sectorial and provincial coordination arrangements	• No common disaster management communication system for disaster management agencies
• A strong National Disaster Management Office (NDMO), and more broadly a growing breadth of skills and capability across the sector.	• Unclear training and professional development pathways and strategies for sector staff.

Table 1 - Strengthens and Challenges identified through the consultation workshop

Image: The IMP consultation workshop brought together stakeholders for a hands-on and collaborative design process

Vision, Objectives and Outcomes

The purpose of the IMP is to establish implementation pathways for the NDMP18. Through consultations, stakeholders expressed a need for a more focused, whole-of-government effort to fully implement the NDMP18. As such, the IMP has adopted the following vision and three interlinked objectives:

Vision: Solomon Islands government and partners work together to ensure ongoing and effective implementation of the NDMP18.

Objective 1
Enhance NDMP18 governance, collaboration and accountability

Effective implementation of the NDMP18 requires **whole-of-government** engagement, ownership and decision making. This IMP aims to contribute in supporting the implementation of the NDMP18 by highlighting a simple set of actions and progress measures (see Implementation and Monitoring) against which NDMP18 governance arrangements and performance can be monitored. This recognises that a functioning, accountable and collaborative approach to decision making and planning is the foundation on which long-term and sustainable change will be based.

Objective 2
Promote coordinated planning and monitoring of disaster management sector priorities

The IMP identifies six **Priority Outcomes** with associated annual **Milestones** (detailed below). The Priority Outcomes align with the needs of the NDMP18 and represent a set of priorities that stakeholders have identified for collective action. The Priority Outcomes do not represent a comprehensive set of issues to be progressed in support of the NDMP18, and it is expected that they will be updated and added to overtime.

Outcome 1
By the end of 2022, Solomon Islands has a National Emergency Response Team capability.

A National Emergency Response Team (NERT) is a rapidly deployable team able to undertake specialist functions during initial responses, including support for local distribution, assessment, search and rescue, and operations of Provincial Emergency Operations Centres and Provincial Emergency Response Teams. The NERT is an important part of the disaster management architecture in Solomon Islands, responsive to the NEOC and offering rapid response technical capabilities. In the long term, Solomon Islands has ambitions for the NERT to contribute its rapid response capabilities to the Pacific region. This Priority Outcome brings a focus to the development of the NERT which will require a coordinated, multi-agency approach.

Outcome 1 Milestones

- By the end of 2020: NERT strategic direction set and funding requirements determined.
- By the end of 2021: NERT training accredited and linked to national and regional level.
- By the end of 2022: NERT is nationally led and resourced (i.e. technical and financial sustainability).

Outcome 2
By the end of 2022, Sector Committees and emergency operations centres are fully interoperable

In the NDMP18 six Sector Committees are established under the N-DOC and are tasked with the development and implementation of Sector Plans and SOPs, as well as management of sector emergency operations centres. These sector EOCs are expected to operate self-sufficiently, including to undertake sector assessment and response across the country subject to assessment processes of the NEOC and coordination through the N-DOC and N-DOC Sector Committees. Overall coordination for these arrangements is provided by the NDC. Progress towards fully functioning Sector Committees is underway, but further effort is needed to achieve coordination and functionality within and across them, their EOC's, the N-DOC and NEOC. This Priority Outcome aims to bring focus to this process and support accountability and accelerated progress.

Outcome 2 Milestones

- By the end of 2020: Sector Committee and EOC SOPs and plans are in place and operationalised.
- By the end of 2021: Sector Committees' preparedness and response functions are being coordinated effectively between relevant agencies within the sector and across sectors.
- By the end of 2022: Sector Committees are activating and operating effectively (for both preparedness and response functions).

Outcome 3
By the end of 2022, Solomon Islands' Government planning, management and budget processes actively supports NDMP18 implementation.

The NDMP18 is a national plan requiring a whole-of-government approach. This involves integration into individual agency planning and management processes. Mainstreaming the NDMP18 would see disaster management responsibilities and capabilities institutionalised within and across government, and managed and maintained as part of business-as-usual planning, budgeting, policy development and program implementation. Only by institutionalising the NDMP18 can its arrangements be fully functional and enduring.

Outcome 3 Milestones

- By the end of 2020: High-level awareness and understanding of the NDMP18 exists across government (and relevant non-government stakeholders).
- By the end of 2021: NDMP18 is being actively integrated into relevant government (and non-government) agency-level planning and management processes.
- By the end of 2022: Whole-of-government budget and planning processes more effectively integrate NDMP18 considerations.

Outcome 3
By the end of 2022, Solomon Islands' Government planning, management and budget processes actively supports NDMP18 implementation.

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Outcome 3 Milestones

- By the end of 2020: High-level awareness and understanding of the NDMP18 exists across government (and relevant non-government stakeholders).
- By the end of 2021: NDMP18 is being actively integrated into relevant government (and non-government) agency-level planning and management processes.
- By the end of 2022: Whole-of-government budget and planning processes more effectively integrate NDMP18 considerations.

Outcome 4
By the end of 2022, a clear pathway and system exists for accredited emergency management training in the Solomon Islands.

The effectiveness of the disaster management sector in the Solomon Islands relies on the continuing professionalisation of the disaster management workforce. By establishing a coordinated and country-led process for accreditation of disaster management training, a greater level of skills attainment and recognition can be achieved for both trainers and trainees.

Outcome 4 Milestones

- By the end of 2020: Disaster Management Training Strategy is developed.
- By the end of 2021: New accredited training programs and courses are in place.
- By the end of 2022: New accredited training courses are being delivered by locally based training providers.

Outcome 5
By the end of 2022, an NDMP18 Monitoring and Evaluation Framework (MEF) is supporting information sharing, learning, accountability and disaster management performance reporting.

Development of a fit-for purpose monitoring and evaluation framework (MEF) aligned with the NDMP18 is considered a priority. Currently there is no clear guidance on how data should be collected and shared across the sector. Development and adoption of a MEF can support a more informed sector, empowering actors with disaster data and information. Building off the NDMP18, this Priority Outcome seeks to develop and institutionalise relevant, appropriate and coordinated data and information monitoring, sharing and learning strategies across the sector.

Outcome 5 Milestones

- By the end of 2020: A detailed NDMP18 MEF is in place.
- By the end of 2021: A new cross-sectoral 'State of Sector Report' is informed by consolidated data, information and learning.
- By the end of 2022: The NDMP18 MEF is fully integrated and functional.

Outcome 6
By the end of 2022, a common communication platform with shared and discrete channels is in place and operational.

Currently, different emergency management agencies are using different radio frequency bands (HF, VHF, UHF) and equipment exists in varying states of disrepair or does not exist at all. There is little-to-no coordination with regards to the use of shared and discrete channels, and communication between response agencies is disjointed. Further, there is no coordinated approach to handle incoming public notifications and callouts in response to emergency events. There is a need to systemically plan out the communications infrastructure and systems required to support sector efforts across the Solomon Islands.

Outcome 6 Milestones

- By end of 2020: The 'National Disaster Management Telecommunications Plan' is finalised based on a consultative whole-of-sector approach.
- By end of 2021: Relevant SOPs for all relevant communication platforms and emergency call centre function are in place.
- By end of 2022: Communications infrastructure and equipment across relevant agencies is in place and operational.

Objective 3
Supporting collaborative action to progress sector priorities

IMP **Workplans** have been developed for each of the six Priority Outcomes. These Workplans have been developed to provide a standardised and flexible tool for planning, implementation and reporting on the Priority Outcomes. Through the development of the IMP, disaster management stakeholders commenced development of each of the six Workplans.

The six Workplans serve as a common and shared roadmap to guide action. Implementation of the Workplans is generally a shared responsibility and will be overseen by the NDC.

Workplans set out key **Activities**, framed by Outcome **Milestones**. Notes on key strategies and tasks to guide implementation are also provided.

Workplans will be further detailed, updated and monitored continuously in accordance with the implementation and monitoring arrangements.

Implementation and Monitoring

The NDMP18 describes the important roles and responsibilities that the NDC, N-DOC and Sector Committees play in supporting its implementation. This IMP emphasises the importance of fostering effective dialogue, decision making and communication within and between these bodies. It is through the NDC, N-DOC and Sector Committees that a coordinated, whole-of-sector approach to disaster management in the Solomon Islands can be sustained.

This IMP aims to support the intended roles and responsibilities of the NDC, N-DOC and Sector Committees, and in turn these entities will play a key role in supporting implementation of this IMP. Specifically:

- The **NDC** has ownership and will oversee implementation of the IMP. The NDC will require regular updates on progress towards Priority Outcomes, provide strategic direction, including the development of new outcomes, and facilitate implementation through respective agencies. The NDC is to meet every six months and will review progress at this time.
- The **N-DOC** has a lead role in coordinating implementation of Workplans, including monitoring progress and advising on and endorsing Workplan updates. The N-DOC will meet every quarter to discuss Workplan implementation.
- Sector Committees and relevant government agencies and partners will take responsibility for implementing Activities, as described in the Workplan and agreed to and directed by the N-DOC. This includes integrating Activities into Sector and Agency corporate plans and workplans.
- The **NDMO** will provide secretariat and technical support for the above described arrangements. This will include supporting NDC to review progress and advise on Priority Outcomes and supporting N-DOC to update and maintain Workplans. The NDMO will provide ongoing support to Sector Committees and other partners.

Table 2 below sets out key implementation actions and simple performance monitoring measures as a basis for delivery of this IMP, aligned with and in support for effective NDMP18 governance arrangements.

Key Implementation Actions	Target Measures of Progress	Reporting
NDC reviews Priority Outcome progress and (where needed) updates them.	✔ Scheduled six monthly NDC meetings are held with quorum attendance. ✔ Progress of each Priority Outcome (based on downstream reporting (see below)) is reviewed. ✔ NDC review and reaffirm, modify or establish new Priority Outcomes. ✔ Review overall performance against this plan.	✔ NDMO will coordinate and provide NDC with all relevant documentation. ✔ Performance against 'Target Measures of Progress' will be communicated publicly via the 'State of the Sector Report'[1] to be developed annually from 2021.
N-DOC monitors Workplan Progress and updates Activities.	✔ Scheduled quarterly N-DOC meetings are held. ✔ Workplan progress, including against Milestones and Activities, is documented in Workplan templates. ✔ Workplans are updated (including Milestones and Activities). ✔ Meeting minutes circulated by N-DOC (via NDMO) to relevant stakeholders. ✔ % of Sector Committee Chairs at N-DOC meetings.	✔ Measures to be reported by N-DOC (with support from NDMO) to the NDC at six monthly NDC meeting.
Workplan implementation through **Sector Committees and other Agencies**	✔ % of Workplan Milestones reported to be on-track or complete. ✔ % of Workplan Activities reported to be on-track or complete. ✔ All relevant agencies have a designated Sector Committee representative / coordinator.	✔ Sector Committee Chairs will support N-DOC to review progress of these measures at N-DOC meetings.

Table 2 – IMP implementation and progress monitoring framewor

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[1] see IMP Outcome 5

Implementation Considerations

Gender and Inclusion

Aligned with the Solomon Islands National Development Strategy, the NDMP18 emphasises community inclusiveness, including gender, the needs of marginalised groups, those in remote locations, those with disabilities and the elderly. Notwithstanding the special role the Protection Sector Committee plays in supporting inclusive approaches, the IMP highlights the following actions to be considered through its ongoing implementation:

✔ Developing a gender and inclusion focused Priority Outcome, and corresponding Workplan, as part of ongoing implementation of this IMP.

✔ Incorporating gender and inclusion consideration into delivery of the IMP and its Priority Outcomes. For example:
- o Including gender, diversity and inclusion modules into existing and new training under Priority Outcome 4
- o Integrating measures of gender equality and inclusion into the development and implementation of the Monitoring and Evaluation Framework (Priority Outcome 2)

✔ Support increased attendance of women at meetings (and trainings and events) associated with implementation of this IMP and the NDMP18.

✔ NDC, N-DOC and Sector Committees to promote a more inclusive culture across the Disaster Management Sector.

Funding

Through a focus on greater coordination, the implementation of this IMP can be achieved in large part through low or no-cost actions, integrated within business-as-usual disaster planning and management work. For activities that require financial resources, agencies will take shared responsibility for sourcing funds for supporting these activities which are highlighted within each of the relevant Workplans. In these instances, the IMP (including Workplans) can be used to help communicate funding needs to development partners. By communicating a coordinated and collaborative approach, the IMP may support a more efficient and integrated use of resources.

Provincial Engagement

The NDMP18 has a focus on decentralising disaster preparedness and response efforts. The IMP, in its first iteration, has a focus on supporting national-level arrangements as it is considered important to first establish sound centralised coordination and functionality. Once established, this will then serve as a basis for ensuring more harmonised disaster management at provincial and local levels. As roll-out of the IMP continues, provincial and local-level coordination issues may become a greater focus and associated Priority Outcomes and Workplans can be developed.

NDMP Workplans

PART 1: OVERVIEW AND STATUS REPORT

OUTCOME 1: *By the end of 2022 Solomon Islands has a National Emergency Response Team (NERT) capability.*

BASELINE AT THE START OF 2020 – *describe the current situation in terms of Progress to DATE and challenges:*
- NERT activities are currently supported by UNOCHA until end of June 2020 (Phase One). Existing support focusses on three key areas: Partnerships development, Training, Secretariat operations.
- NERT Batch One training of 37 professionals completed in September 2019 held at a cost of USD60, 000
- Certain key materials for the 'NERT Package' have been drafted, including job descriptions, ToRs, and Process for Deployment documents.
- Some NERT sector-specific data exists.

BASELINE AT THE START OF 2021: *– describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

BASELINE AT THE START OF 2022: *– describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

REPORT: *Notes on outcome progress*

OUTCOME STATUS: No progress to date

NOTES ON RESOURCING:
REPORT: *Notes on outcome progress*
- One training of 37 professionals completed in September 2019 held at a cost of USD60, 000. Future training costs will have significant resourcing requirements.

MILESTONE STATUS AND PROGRESS REPORT

MILESTONES	REPORT	STATUS
Milestone 1 By end of 2020: NERT strategic direction set and funding requirements determined	*To be updated*	Choose an item.
Milestone 2 By end of 2021: NERT training accredited and linked to National and Regional level.	*To be updated*	Choose an item.

SOLOMON ISLANDS ROADMAP ANNEX 1 – ROADMAP WORKPLANS

ROADMAP WORKPLAN FOR OUTCOME 1
Solomon Islands has a National Emergency Response Team (NERT) capability.

Workplan Instructions

*This workplan template serves as both a **planning** and a **reporting** tool.*

Document ownership and management:

• *The **N-DOC (all the NSC Chairs + NDOC Chair)** will have responsibility for coordinating overall implementation of this Workplan. This includes taking overall responsibility for coordinating the development and updating the Workplan.*

• ***NDMO** will provide support for maintenance and filing of this Workplan. NDMO will store on file the most recent master copy of the Workplan and make this available to stakeholders when needed.*

Planning:

• *As part of each **NDOC** meeting, the NSC Chairs and NDOC Chair) will review the Workplan **Activities, Tasks, and Strategies** and agree on updates where needed. The **NDMO** will provide support in ensuring agreed updates and changes are documented in the Workplan Document*

• *Workplan **Baselines** will be reviewed at the first NDOC meeting of each year. Baseline information will then be used to understand progress made over the course of the year.*

Reporting:

• ***NDOC** meetings will also discuss and provide updates on **Progress** and **Milestone Status**. It is expected that NSC Chairs will provide progress information on behalf of their **Sector Committee**. The **NDMO** will provide support in updating the Workplan document.*

• ***NSC Chairs** will come to NDOC meetings having had discussed progress within their relevant **Sector Committees**.*

Implementation:

*The Workplan should allocated specific responsibilities for **Activities** to relevant **Sector Committee Member Agencies (and Partners)**. Agencies and Partners will be responsible for taking relevant action, and reporting back to the Sector Committee*

Activity	Means	Status
A. NDMO to establish new NERT partnerships and review/strengthen existing ones.	❥ Engage Government partners like SOLMAT and Police in alignment with relevant Sops or via an 'inter-agency agreement' as may or may not be needed ❥ Engage Civil Society and Private Sector via 'MoUs' ❥ Engage Regional and International bodies via ❥ 'project support/resourcing'	No progress to date
A. NDMO to develop a 'dummy Virtual NEOC.'	❥ Funding and expertise ❥ Administrator of virtual NEOC identified	No progress to date
B. NDMO to identify and develop approach to finalising the 'NERT Package', including ToRs and job/role descriptions for various NERT roles, standard forms and manuals to be used within the NERT, as well as M&E arrangements.	❥ Establishment of a NERT Secretariat or focal point. ❥ Engage consultants in developing NERT Training Package	No progress to date
C. NDMO to organise and deliver 'Batch One NERT Refresher Training'.	❥ Engage with all partners to plan the next NERT training	No progress to date

	To be updated	Choose an item.
Milestone 3 By end of 2022: NERT is nationally led and resourced (i.e. technical and financial sustainability).		

PART 2: WORKPLAN ACTIVITIES

By end of 2020: NERT strategic direction set and funding requirements determined

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. NDMO to develop and finalise 'Batch One NERT Training Lessons Learned Report.'	✔ Once drafted, distribute report to all involved agencies and seek feedback. ✔ hare final report with regional stakeholders, including SPC.	Q2	Progressing as planned
A. NDMO to determine resources needed for ongoing NERT activities through a costed proposal that sets out the strategic direction, including activities D-F below.	✔ Undertake a working session with agency representatives to co-develop NERT strategic direction. ✔ Once drafted, distribute proposal to all involved agencies and seek feedback. ✔ Submit proposal to development partners, including UNOCHA ✔ Establishment of NERT Secretariat within NDMO	BY MARCH 2020	No progress to date
B. NDMO to develop NERT trainings that link to PIEMA EM accreditation pathways at national and regional level.	✔ Assess progress under training workplan regarding accrediting key SI DM/EM trainings and leverage accordingly. ✔ Assess progress with PIEMA's regional DM/EM accreditation efforts and leverage accordingly. ✔ Communicate final training regime to all involved agencies to raise awareness and attract appropriate personnel.		No progress to date

ROADMAP WORKPLAN FOR OUTCOME 2
Sector Committees, and emergency operations centres, are fully interoperable.

Workplan Instructions

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Document ownership and management:

• *The **N-DOC (all the NSC Chairs + NDOC Chair)** will have responsibility for coordinating overall implementation of this Workplan. This includes taking overall responsibility for coordinating the development and updating the Workplan.*

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Planning:

• *As part of each **NDOC** meeting, the NSC Chairs and NDOC Chair) will review the Workplan **Activities, Tasks, and Strategies** and agree on updates where needed. The **NDMO** will provide support in ensuring agreed updates and changes are documented in the Workplan Document*

• *Workplan **Baselines** will be reviewed at the first NDOC meeting of each year. Baseline information will then be used to understand progress made over the course of the year.*

Reporting:

• ***NDOC** meetings will also discuss and provide updates on **Progress** and **Milestone Status**. It is expected that NSC Chairs will provide progress information on behalf of their **Sector Committee**. The **NDMO** will provide support in updating the Workplan document.*

• ***NSC Chairs** will come to NDOC meetings having had discussed progress within their relevant **Sector Committees**.*

Implementation:

*The Workplan should allocated specific responsibilities for **Activities** to relevant **Sector Committee Member Agencies (and Partners)**. Agencies and Partners will be responsible for taking relevant action, and reporting back to the Sector Committee*

Milestone 2
By end of 2021: NERT training accredited and linked to National and Regional level.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. NDMO to organise and deliver 'Batch Two NERT Training'	✔ Engage with partners to agree on training dates		No progress to date
2. NDMO to upgrade the 'dummy Virtual NEOC' to a finalised Virtual NEOC'	✔		No progress to date

Milestone 3
By end of 2022: NERT is nationally led and resourced (i.e. technical and financial sustainability).

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. NDMO to develop NERT volunteer roles and responsibilities	✔		No progress to date

Milestone 2 **By end of 2021**: Sector Committees' preparedness and response functions are being coordinated effectively between relevant agencies within the sector, and across sectors.	*To be updated*	Choose an item.
Milestone 3 **By end of 2022**: Sector Committees are activating and operating effectively (for both preparedness and response functions).	*To be updated*	Choose an item.

PART 2: WORKPLAN ACTIVITIES

Milestone 1
By end of 2020: Sector Committee and EOC SOPs and Plans are in place and operationalised.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. Sector Committee SoP development process continues	✔ Support for SoP development currently being provided through the Red-R placement. ✔ All SoPs integrated provisions and support for cross cutting issues, for example gender equality and vulnerable group needs ✔ Asset sharing principles and processes are determined		No progress to date

PART 1: OVERVIEW AND STATUS REPORT

OUTCOME 2: By the end of 2022, national and sector committee, and emergency operations centres, are fully interoperable.

BASELINE AT THE START OF 2020 – describe the current situation in terms of Progress to DATE and challenges:

• Sector Committee SoPs have been drafted
• Only 2 (Health and Livelihood) Sectors have developed EOC SoPs
• Sector Committees still require NDMO support….

BASELINE AT THE START OF 2021: – describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period

BASELINE AT THE START OF 2022: – describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period

OUTCOME STATUS:	No progress to date	**REPORT**: Notes on outcome progress

NOTES ON RESOURCING:

Include notes on any resourcing / cost implications in delivery of key activities /completion of milestone

MILESTONE STATUS AND PROGRESS REPORT

MILESTONES	REPORT ON PROGRESS	STATUS
Milestone 1 **By end of 2020**: Sector Committee and EOC SOPs and Plans are in place and operationalised.	To be updated	Choose an item.

ROADMAP WORKPLAN FOR OUTCOME 3:
Solomon Island Government planning, management and budget processes actively supports NDMP implementation.

Workplan Instructions

*This workplan template serves as both a **planning** and a **reporting** tool.*

Document ownership and management:
• *The **N-DOC (all the NSC Chairs + NDOC Chair)** will have responsibility for coordinating overall implementation of this Workplan. This includes taking overall responsibility for coordinating the development and updating the Workplan.*
• ***NDMO** will provide support for maintenance and filing of this Workplan. NDMO will store on file the most recent master copy of the Workplan and make this available to stakeholders when needed.*

Planning:
• *As part of each **NDOC** meeting, the NSC Chairs and NDOC Chair) will review the Workplan **Activities, Tasks, and Strategies** and agree on updates where needed. The **NDMO** will provide support in ensuring agreed updates and changes are documented in the Workplan Document*
• *Workplan **Baselines** will be reviewed at the first NDOC meeting of each year. Baseline information will then be used to understand progress made over the course of the year.*

Reporting:
• ***NDOC** meetings will also discuss and provide updates on **Progress** and **Milestone Status**. It is expected that NSC Chairs will provide progress information on behalf of their **Sector Committee**. The **NDMO** will provide support in updating the Workplan document.*
• ***NSC Chairs** will come to NDOC meetings having had discussed progress within their relevant **Sector Committees**.*

Implementation:
*The Workplan should allocated specific responsibilities for **Activities** to relevant **Sector Committee Member Agencies (and Partners)**. Agencies and Partners will be responsible for taking relevant action, and reporting back to the Sector Committee*

| 1. EOC SoP development guidelines and plan developed | ✔ NDMO to lead development of guidelines
✔ NDOC to led development of a EOC SoP development plan, including timeline and approach.
✔ Livelihood and Health (and MRCC) EOC SoPs provide a template approach. Sectors may also share lessons.
✔ EOC / NEOC interoperability including for hand over and transition arrangement is include. | | No progress to date |

Milestone 2
By end of 2021: Sector Committees' preparedness and response functions are being coordinated effectively between relevant agencies within the sector, and across sectors.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1.	✔		No progress to date
2.	✔		No progress to date

Milestone 3
By end of 2022: Sector Committees are activating and operating effectively (for both preparedness and response functions).

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
	1. ✔		No progress to date

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
Milestone 2 **By end of 2021**: The NDMP is being actively integrated into relevant government (and non-government) agency level planning and management processes.	*To be updated*		Choose an item.
Milestone 3 **By end of 2022**: Whole of government budget and planning processes better integrate NDMP considerations.	*To be updated*		Choose an item.
PART 2: WORKPLAN ACTIVITIES			
Milestone 1 **By end of 2020:** There is a high level of awareness and understanding and engagement of the NDMP across government (and relevant non-government stakeholders).			
ACTIVITIES	**KEY TASKS / STRATEGIES / NOTES**	**TIMEFRAME**	**STATUS**
1. NDMO to develop a (low/no cost) and fit-for-purpose NDMP Communications Plan.	✔ Identify responsibility within NDMO for developing the Communication Plan. ✔ Take stock of existing awareness raising done and other communications work to date. ✔ Identify target audiences (parliamentarians, ministries, agencies, including at the provincial level. ✔ Identify communication strategies, messages and methods for target audiences, including utilising existing interdepartmental meetings, forums etc. ✔ Opportunities to receive support for Comms Plan development could be explored with partners.	Q2	Choose an item.

OUTCOME 3: *By the end of 2022 Solomon Island Government planning, management and budget processes actively supports NDMP implementation.*

BASELINE AT THE START OF 2020 – *describe the current situation in terms of Progress to DATE and challenges:*
- Broad perception that NDMP is an NDMO specific plan.
- Awareness of, and dialogue around, the NDMP is largely limited to the members of the NDC and N-DOC.
- Very limited integration of NDMP responsibilities into Ministry planning and delivery. E.g. Ministry Corporate Plans do not universally integrate the NDMP.
- Limited recognition by Ministry of Finance, and other central agencies (MHA, MPGIS, MEHRD) for the need to better integrate disaster management considerations into core government processes, such as budgeting and reimbursements.

BASELINE AT THE START OF 2021: – *describe the current situation in terms of Progress to DATE and challenges:* To be updated at commencement of period

BASELINE AT THE START OF 2022: *describe the current situation in terms of Progress to DATE and challenges:* To be updated at commencement of period

OUTCOME STATUS:	No progress to date

REPORT: *Notes on outcome progress. To be updated as appropriate at each NDOC meeting.*

NOTES ON RESOURCING:

Include notes on any resourcing / cost implications in delivery of key activities /completion of milestone

MILESTONE STATUS AND PROGRESS REPORT

MILESTONES	REPORT ON PROGRESS	STATUS
Milestone 1 **By end of 2020**: There is a high level of awareness and understanding and engagement of the NDMP across government (and relevant non-government stakeholders).	NDMP Awareness • Rollout of NDMP18 • NSC SOP consultation • NSC and EOC SOP finalised and implemented	On-Track

3. Progress of implementation is monitored and reported by the NDC.	✔ TBC based on Activity 1		

Milestone 3
By end of 2022: Whole of government budget and planning processes better integrate NDMP considerations.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. Min of Finance review and update process for reimbursements for NDMP-related agency expenditures.	✔ NDMO /NDC Finance to arrange meeting to discuss and plan way forward ✔ TBC		
2. Min of Finance socialise updated process and guidance to ministries.	✔ TBC		

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
2. Finalise communications plan for submission to NDC.	✔ One-on-one consultation with SIG Agencies/NGOs/INGOs, others key stakeholders ✔ Finalisation workshop ✔ Submission to N-DOC for endorsement ✔ Submission to NDC for approval	Q3	Choose an item.
3. Implementation of Communications Plan is driven forward by NDMO/N-DOC.	✔ Development of Comms products ✔ Capacity building of communications team ✔ Rollout at the National (esp. Ministry of Finance, and other central agencies ie. MHA, MPGIS, MEHRD, MLHS), Provincial and community levels through using coms. Products (meeting, workshops, txt, radio program, etc)	Q4	Choose an item.
Milestone 2 **By end of 2021**: The NDMP is being actively integrated into relevant government (and non-government) agency level planning and management processes.			
ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. All relevant agencies (e.g. within the NDC) assess and document where and how NDMP can be integrated into planning and management processes.	✔ NDMO to develop / provide a simple template to be used by NDC (and other agencies) to document opportunities and ways in which NDMP can be institutionalised in their Agency. ✔ NDC and other agencies complete template which is then compiled by NDMO to form a NDMP integration strategy.		Choose an item.
2. Relevant agencies commence implementation of actions / strategies to implement NDMP integration actions.	✔ TBC based on Activity 1		Choose an item.

OUTCOME 4: By the end of 2022 there is a clear pathway and system for accredited emergency management training in the Solomon Islands.

BASELINE AT THE START OF 2020 – *describe the current situation in terms of Progress to DATE and challenges:*

• There are a range of EM/DM trainings offered in the Solomon Islands.
• Trainings are run by, and recognised by, a range of actors across the sector with limited integration.
• There are no clearly defined training pathways for various roles/specialities within the EM/DM sector.

BASELINE AT THE START OF 2021: *– describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

BASELINE AT THE START OF 2022: *– describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

OUTCOME STATUS:	No progress to date	**REPORT**: *Notes on outcome progress*

NOTES ON RESOURCING: *Include notes on any resourcing / cost implications in delivery of key activities /completion of milestone*

MILESTONE STATUS AND PROGRESS REPORT

MILESTONES	PROGRESS	STATUS
Milestone 1 **By end of 2020:** Disaster Management Training Strategy for Solomon Islands is developed.	*To be updated at*	Choose an item.
Milestone 2 **By end of 2021:** New accredited training programs and courses are in place.	*To be updated at*	Choose an item.
Milestone 3 **By end of 2022:** New accredited training courses are being delivered by locally based training providers.	*To be updated at*	Choose an item.

PART 2: WORKPLAN ACTIVITIES

SOLOMON ISLANDS ROADMAP ANNEX 4 – ROADMAP WORKPLANS

ROADMAP WORKPLAN FOR OUTCOME 4
A clear pathway and system exists for accredited emergency management training in the Solomon Islands

Workplan Instructions
*This workplan template serves as both a **planning** and a **reporting** tool.*

Document ownership and management:
*• The **N-DOC (all the NSC Chairs + NDOC Chair)** will have responsibility for coordinating overall implementation of this Workplan. This includes taking overall responsibility for coordinating the development and updating the Workplan.*
*• **NDMO** will provide support for maintenance and filing of this Workplan. NDMO will store on file the most recent master copy of the Workplan and make this available to stakeholders when needed.*

Planning:
*• As part of each **NDOC** meeting, the NSC Chairs and NDOC Chair) will review the Workplan **Activities, Tasks, and Strategies** and agree on updates where needed. The **NDMO** will provide support in ensuring agreed updates and changes are documented in the Workplan Document*
*• Workplan **Baselines** will be reviewed at the first NDOC meeting of each year. Baseline information will then be used to understand progress made over the course of the year.*

Reporting:
*• **NDOC** meetings will also discuss and provide updates on **Progress** and **Milestone Status**. It is expected that NSC Chairs will provide progress information on behalf of their **Sector Committee**. The **NDMO** will provide support in updating the Workplan document.*
*• **NSC Chairs** will come to NDOC meetings having had discussed progress within their relevant **Sector Committees**.*

Implementation:
*The Workplan should allocated specific responsibilities for **Activities** to relevant **Sector Committee Member Agencies (and Partners)**. Agencies and Partners will be responsible for taking relevant action, and reporting back to the Sector Committee*

PART 1: OVERVIEW AND STATUS REPORT

	KEY TASKS / STRATEGIES / NOTES		STATUS
5. NDMO to develop a Training Development Plan and costed proposal for strategic advancement of EM/DM training in Solomon Islands.	✔ Requires involvement of all relevant stakeholders to identify specialized trainings. ✔ Once drafted, share plan with sector stakeholders and seek feedback. ✔ Seek endorsement of plan from NDC.		No progress to date

Milestone 2
By end of 2021: New accredited training programs and courses are in place.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1.	✔		

Milestone 3
By end of 2022: New accredited training courses are being delivered by locally based training providers.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1.	✔ No progress to date		No progress to date

Milestone 1
By end of 2020: Disaster Management Training Strategy for Solomon Islands is developed.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. NDMO to audit existing trainings offered in the Solomon Islands using the 'Pacific Competency Model' guidance document.	❯ Access audit model from SPC and seek good practice example/s of its use. ❯ Undertake audit with sector stakeholders' input. ❯ Share results of audit with sector stakeholders. ❯ Seek SPC input and support	TBC	No progress to date
2. NDMO and PIEMA to analyse and document the process for national accreditation with an RTO in Solomon Islands.	❯ explore the role of ipam, RTC ❯ note that not all training needs to 'accredited'		No progress to date
3. NDMO to facilitate workshop with sector participants to identify and prioritise trainings and establish draft training pathways.	❯ Consider use of third-party/independent facilitator. ❯ Review and include pathway example/s from other Pacific countries, if available. ❯ Once drafted, share results with sector stakeholders and seek feedback.		No progress to date
4. NDMO and SI PIEMA representatives to strategically integrate workshop findings with PIEMA capacity building program and Regional EMR to ensure synergies are maximised.	❯		No progress to date

PART 1: OVERVIEW AND STATUS REPORT

OUTCOME 5: By the end of 2022 an NDMP framework is supporting information sharing, accountability and disaster management performance reporting.

BASELINE AT THE START OF 2020 – *describe the current situation in terms of Progress to DATE and challenges:*
• There is no framework to support implementation, accountability and performance reporting against the NDMP. The NDMP has only very basic guidance on lines of reporting.
• More broadly there is no framework to guide how disaster management data should be collected and shared across the sector.
• The culture of learning, knowledge sharing, and continuous improvement needs to be enhanced.

BASELINE AT THE START OF 2021: – *describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

BASELINE AT THE START OF 2022: – *describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

OUTCOME STATUS:	No progress to date	**REPORT**: *Notes on outcome progress*

NOTES ON RESOURCING:	Development of the Framework would be best facilitated by technical support. Estimation is that a comprehensive, collaboratively developed framework could be developed for approx. $20,000 - 30,000 Implementation of framework should have limited cost implications, but TBC

MILESTONE STATUS AND PROGRESS REPORT

MILESTONES	REPORT ON PROGRESS	STATUS
Milestone 1 **By end of 2020:** A detailed NDMP Monitoring, Reporting and Learning Framework is in place.	*To be updated*	Choose an item.
Milestone 2 **By end of 2021:** A new cross-sectoral State of the Sector Report is informed by consolidated data, information and learning.	*To be updated*	Choose an item.
Milestone 3 **By end of 2022:** The NDMP MRLF is fully integrated and functional.	*To be updated*	Choose an item.

PART 2: WORKPLAN ACTIVITIES

SOLOMON ISLAND ROADMAP ANNEX 5 – ROADMAP WORKPLANS

ROADMAP WORKPLAN FOR OUTCOME 5
An NDMP framework is supporting information sharing, accountability, and disaster management performance reporting.

Workplan Instructions
*This workplan template serves as both a **planning** and a **reporting** tool.*

Document ownership and management:
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Planning:
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• *Workplan **Baselines** will be reviewed at the first NDOC meeting of each year. Baseline information will then be used to understand progress made over the course of the year.*

Reporting:
• ***NDOC*** *meetings will also discuss and provide updates on **Progress** and **Milestone Status**. It is expected that NSC Chairs will provide progress information on behalf of their Sector Committee. The **NDMO** will provide support in updating the Workplan document.*
• ***NSC Chairs*** *will come to NDOC meetings having had discussed progress within their relevant **Sector Committees**.*

Implementation:
*The Workplan should allocated specific responsibilities for **Activities** to relevant **Sector Committee Member Agencies (and Partners)**. Agencies and Partners will be responsible for taking relevant action, and reporting back to the Sector Committee*

Milestone 2
By end of 2021: A new cross-sectoral State of the Sector Report is informed by consolidated data, information and learning.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. Implementation of the MRLF commences, including with delivery of the first 'Annual Learning Event' which will bring disaster sector stakeholders together to discuss issues and share information*.	✔		No progress to date
2. Off the back / as an output of the learning event the first State of Preparedness Update is prepared as a basis to inform the sector, government and the public	✔		No progress to date

Milestone 3
By end of 2022: The NDMP MRLF is fully integrated and functional.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
3. TBC based on previous years progress.	✔		No progress to date

Milestone 1

By end of 2020: A detailed NDMP Monitoring, Reporting and Learning Framework is in place.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. NDC to agree and call for the development of the Framework	✔ NDMO to prepare briefing not for NDC to consider on development of the Framework	TBC	No progress to date
2. NDOC sector committees to ensure SoPs and sector committee ToRs include adequate provisions for the collection and sharing of disaster related data and information.	✔ Sops and ToRs will need to be compatible / support implementation of the MRLF.		No progress to date
3. NDMO and PIEMA project to develop a ToR for the development of the MRLF, in consultation with relevant NDOC sector committees.	✔ PIEMA Project to provide technical support in development of the ToR.		No progress to date
4. NDMO to commission external support for the development of the MRLF* and development is completed by the end of 2020.	✔ PIEMA Project to advise on possible funding support for development of the MRLF.		No progress to date

PART 1: OVERVIEW AND STATUS REPORT

OUTCOME 6: By the end of 2022 a common communication platform with shared and discrete channels is in place and operational.

BASELINE AT THE START OF 2020 – *describe the current situation in terms of Progress to DATE and challenges:*
- A draft National Disaster Management Telecommunications Plan has been developed by Ministry of Aviation but requires reworking through consultation from sector stakeholders.
- There is no shared EM/DM communications network (i.e. no common frequencies across HF, VHF, and UHF exist).
- NDMO have VHF network equipment but the tower has not been connected.
- NDMO has eight 'man-packs' for two-way communications in the provinces.
- There is no centralised call centre to direct public calls. Instead, each agency (Police, Fire, Ambulance, NDMO) have different numbers.

BASELINE AT THE START OF 2021: – *describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

BASELINE AT THE START OF 2022: – *describe the current situation in terms of Progress to DATE and challenges: To be updated at commencement of period*

OUTCOME STATUS: No progress to date

REPORT: Notes on outcome progress

NOTES ON RESOURCING: *Include notes on any resourcing / cost implications in delivery of key activities / completion of milestone*

MILESTONE STATUS AND PROGRESS REPORT

MILESTONES	REPORT ON PROGRESS	STATUS
Milestone 1 **By end of 2020:** The National Disaster Management Telecommunications Plan is finalised based on a consultative whole-of-sector approach.		Choose an item.

ROADMAP WORKPLAN FOR OUTCOME 6
A common communication platform with shared and discrete channels is in place and operational.

Workplan Instructions

*This workplan template serves as both a **planning** and a **reporting** tool.*

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Planning:
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• *Workplan **Baselines** will be reviewed at the first NDOC meeting of each year. Baseline information will then be used to understand progerss made over the course of the year.*

Reporting:
• ***NDOC** meetings will also discuss and provide updates on **Progress** and **Milestone Status**. It is expected that NSC Chairs will provide progress information on behalf of their **Sector Committee**. The **NDMO** will provide support in updating the Workplan document.*
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Implementation:
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ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
3. NDMO, Police, Fire and Health representatives to undertake a joint gap analysis on missing equipment.	✔ Consider use of multi-agency teams.		No progress to date
4. NDMO, Police, Fire and Health representatives to develop a Procurement and Maintenance Plan for needed equipment as input into National Disaster Management Telecommunications Plan.	✔ Share plan with sector stakeholders and seek feedback.		No progress to date
5. NDMO, Police, Fire and Health representatives to finalise National Disaster Management Telecommunications Plan with Ministry of Aviation ensuring it sets out a way forward for a shared DM communications network.	✔		No progress to date

Milestone 2
By end of 2021: Relevant SoPs for for all relevant communication platforms and emergency call centre functions are in place.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1.	✔		No progress to date

Milestone 3
By end of 2022: Communications infrastructure and equipment across relevant agencies is in place and operational.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1.	✔		No progress to date

Milestone		Status
Milestone 2 **By end of 2021**: Relevant SoPs for all relevant communication platforms and emergency call centre functions are in place.	*to be updated*	Choose an item.
Milestone 3 **By end of 2022**: Communications infrastructure and equipment across relevant agencies is in place and operational.	*to be updated*	Choose an item.

PART 2: WORKPLAN ACTIVITIES

Milestone 1
By end of 2020: The National Disaster Management Telecommunications Plan is finalised based on a consultative whole-of-sector approach.

ACTIVITIES	KEY TASKS / STRATEGIES / NOTES	TIMEFRAME	STATUS
1. Scope and purpose of the National Disaster Management Telecommunications Plan is clarified and process for finalisation determined	✔ Information session on plan is provided by engaged consultant	TBC	Progressing as planned
2. NDMO, Police, Fire, and Health representatives to undertake a sector-wide audit of what equipment exists and its functionality.	✔ Consider use of multi-agency teams.		No progress to date