Shelter Cluster as everyday business in Vanuatu

Global Shelter Cluster Coordination Workshop, Geneva, 7-8 Oct 2019
Shelter Cluster Vanuatu (SCV) Background

- Vanuatu Government requested IFRC (Shelter Cluster convener for Pacific Humanitarian Team) to setup the Shelter Cluster for preparedness, 3 weeks before the impact of TC Pam in 2015. During the TC Pam response, the Prime Minister’s Office designated Public Works Department (PWD) as Shelter Cluster Lead, with IFRC as co-Lead.
- In ‘peacetime’, PWD is responsible for airport, road and public building (except schools) projects and maintenance.
- Through responses and preparedness, IFRC supports PWD in strengthening its capacity as cluster Lead, with a focus on mainstreaming this responsibility in the way the Department operates on a day-to-day basis.
- Which processes, products and practices are put in motion to ensure the Shelter Cluster responsibility becomes a part of the daily business of the Lead in Vanuatu?
SCV institutional strengthening

Supporting Service Delivery through:

✓ Analysis of **Public Works Department (Cluster lead) organisational structure**

✓ Identification of **6 key positions with cluster coordination responsibilities** at national and provincial levels, with lines of communication.

PROPOSED Vanuatu Shelter Cluster Coordination Team and Structure

APRIL 2019

Vanuatu Shelter Cluster National Team

CHAIR

Director MALAMPA

MALAMPA Division Manager

Coordinator to be identified by the DM

Allen Faerua - PWD

Fred Siba - PWD

afaerua@vanuatu.gov.vu

fsiba@vanuatu.gov.vu

NATIONAL COORDINATOR

Acting Principal Architect: National Level Coordination.

Representation of SC at NDMO Meetings

Harold Allanson - PWD

hallanson@vanuatu.gov.vu

SANMA

SANMA Division Manager

Coordinator to be identified by the DM

Stanley Simeon

ADVISOR

National Project Management Advisor

Erick Bourdet - PWD

ebourdet@vanuatu.gov.vu

TORBA

TORBA Division Manager

Coordinator to be identified by the DM

Stanley Simeon

LIAISON COORDINATOR

Assistant Architect: Collection of information from Provinces and provision of coordination support at Provincial Level if required.

TO BE RECRUITED

PENAMA

PENAMA Division Manager

Coordinator to be identified by the DM

Alick Loas - PWD

aloas@vanuatu.gov.vu

Pacific Shelter Cluster

Pacific Regional Shelter Manager:

Provision of coordination, technical and information management support on request for preparedness and response.

Robert Dodds - IFRC

robert.dodds@ifrc.org

SHEFA

SHEFA Division Manager

Coordinator to be identified by the DM

Jimmy Jonson Iokavil - PWD

jjiokavil@vanuatu.gov.vu

TAFEA

TAFEA Division Manager

Coordinator to be identified by the DM

Nathan Tabi - PWD

ntabi@vanuatu.gov.vu

Provincial Shelter M1 Infrastructure Working Group Team

National Shelter Cluster Manager:

Warren Brown - PWD

warren.brown@vanuatu.gov.vu

IFRC Cluster Support Team

International Shelter Support Team:

The Shelter Support Team provides support to Vanuatu Cluster at International level (co-Lead).
SCV institutional strengthening

Supporting Service Delivery through:

✓ **Revision of Shelter Cluster Lead (Public Works Department) job descriptions** of key cluster coordination-related positions.

✓ **3 job descriptions already finalised** at National (coordinator, liaison officer) and Provincial levels (Provincial Coordinator).

✓ This is being done **formally through the Public Service Commission** to ensure long-term sustainability.

➢ This will support **recruitment processes and further capacity development planning**.

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**Public Service Commission Job Description Form**

<table>
<thead>
<tr>
<th>No.</th>
<th>Job Title</th>
<th>Public Works Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Post number</td>
<td>6117</td>
</tr>
<tr>
<td>3</td>
<td>Level</td>
<td>G So 5.0</td>
</tr>
<tr>
<td>4</td>
<td>Ministry</td>
<td>Infrastructure &amp; Public Utilities</td>
</tr>
<tr>
<td>5</td>
<td>Department</td>
<td>Public Works Department</td>
</tr>
<tr>
<td>7</td>
<td>Purpose</td>
<td>To plan, design, manage and supervise construction on related architectural aspects of prioritised building projects.</td>
</tr>
<tr>
<td>8</td>
<td>Key Result Areas</td>
<td>To coordinate the Shelter Cluster Vanuatu for preparedness and response to hazards, on behalf of the Public Works Department</td>
</tr>
<tr>
<td>9</td>
<td>Key Performance Indicators (KPIs)</td>
<td>To prepare and present to the Public Service Commission for approval, and to ensure that the Public Service Commission receives the relevant KPIs on a timely basis.</td>
</tr>
</tbody>
</table>

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**Key Performance Indicators (KPIs)**

- Monthly Reports collated and presented in a timely manner on progress and issues against KPIs.
- Minutes of fortnightly meetings and reporting on progress of projects collated and presented in a timely manner.
- Project Completion Certificates and progress in Monthly and Quarterly Reports demonstrate customer/client performance standards and expectations being met.
- Monthly reports on all architectural projects.
- Progress report of project progress.
- Site Meeting Minutes report on inspection, Quality Assurance and progress issues.
- Donor projects progressed and reported on in Monthly and Quarterly Reports.
- Quarterly report on coordination of the Shelter Cluster Vanuatu.
SCV– coordination SOPs (multi-hazard)

Supporting Service Delivery and contingency planning through:

- Increase on **predictability of coordination at national, regional and international level**
- **Check list**, for cluster lead to identify potential surge coordination personnel needs with co-lead
- **Enhancement of the collaboration** between government and humanitarian SCT personnel
SCV – coordination SOPs (multi-hazard)

Synchronised with National Cyclone Response Plan and considering also other potential hazards.
The Public Works Department (PWD), of the Vanuatu Ministry of Infrastructure and Public Utilities (MIPU), is the ... / Preparedness
7. Accountability to affected population
CAPACITY TO ENSURE THE SHELTER CLUSTER
7. CORE FUNCTIONS

SCV– coordination SOPs (multi-hazard)

To identify immediate pre and post impact minimum actions for SCV coordination
The Public Works Department (PWD), of the Vanuatu Ministry of Infrastructure and Public Utilities (MIPU), is the ... / Preparedness

7. Accountability to affected population
CAPACITY TO ENSURE THE SHELTER CLUSTER
7 CORE FUNCTIONS

1. Percentage / number of affected population
2. Scale of destruction on shelter
3. Geographical spread (multiple islands & provinces)
4. Number of responding partners
5. Anticipated Length of the response (protracted)
6. Displacement scenarios
7. Current PWD capacity for coordination
8. Crisis Complexity (multiple hazards)
9. Specific technical coordination inputs (HLP; Urban)
10. Level of community recovery from previous disasters
To increase the predictability of coordination, and enhancing the collaboration between government and humanitarian SCT personnel
SCV– planning and strategy development

✓ **SCV Document Index** created in 2015, consolidated in to **Selta Hanbuk** in 2018
SCV– Enhancing communication

✓ SCV Situation Report, to facilitate communication and information sharing from Provincial to National levels

✓ Draft developed with PWD National and Provincial team, fit for purpose on minimum information to be shared pre and post disaster, to inform response monitoring and strategy development.

✓ To feed into National Disaster Management coordination needs, as partners.

➢ To be piloted by coordination team during next disaster response
SCV– Enhancing visibility and ownership

✓ **SCV shirts** for Shelter Cluster Coordination team and partners.

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KEY ACTIONS IN 2019
A provincial-level emergency shelter training package has been developed by Solomon Islands... Four key messages to strengthen your house against natural hazards, designed for the 2018 Ambae Volcano response.
SCV as Public Works Department business

- Cluster role in the law, as part of the revision of the National Disaster Act
- SCV update and awareness during PWD staff meeting
- Introduction to SCV self induction modules available to PWD staff
- SCV 1-day awareness program for PWD staff during incoming quarterly meetings.
- SCV awareness by PWD during National Public Services day
- Revised job descriptions for incoming recruitment
Further information

✔ For further information please contact robert.dodds@ifrc.org

✔ Or refer to the Pacific Shelter Cluster website at www.sheltercluster.org/pacific