**SIMULATION EXERCISE**

**Roles for external stakeholders**

**Thursday, from 10.30hrs to 12.00hrs**

|  |  | Actor |
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| 10.30 | Representative from PMI HQ arrives at the POSKO to check the preparations. He/She wants to meet team 1 and 3 leaders and go through the details of their plan. | Pak Arifin |
| 10.45 | The Regent leads a coordination meeting with the 5 team leaders (30mn) from both PMI and ACE. He hears the report from each team and gives instruction (improvise). Then (around 11.15), he starts a field visit around the site and ends with a press conference (around 12).  | Bupati and heads of units (real)Media (real) |
| 10.45 | The regent assistant comes to the POSKO to check if there is a facility for media. He instructs to prepare a quiet place for media interview, with coffee / tea / snack for 5 people | Pak Ridwan |
| 10.50 | The traditional leader (Pak Bowo) arrives onsite and goes right to the kitchen to check if the food is halal and according to local custom. After finishing inspecting, he asks for coffee / snack. Then he sits in a corner and observes.  | Kepala MUI Demak / Akbar |
| 11.00 | The Logistic team is informed that some equipment for the field kitchen which were donated by a friendly country are being blocked in the custom. The have to get approval from BPBD to be able to release it.  | Herve to inform the logistic team headThe real BPBD to provide a letter. |
| 11.00 | A donor comes with boxes of food supplies are delivered, but they are marked in a different language which cannot be understood by any of the workers. The donor insists that the food is cooked in addition to the one being prepared, arguing that there might be more people coming. One of the box mentions expiry date January 2017.  | Ali (PMI Jateng) / Krishna |
| 11.10 | A staff pretending to be from the health services of the regency arrives and wants to inspect the kitchen to check if regulations for hygiene have been enforced. She pretends to find mistakes (cooking stove not clean, cook not wearing gloves, lack of air-conditioning in the tent, insect in the food, etc.). Then she starts to threaten to report to the regent, asking him to close the operation since this is endangering the health of the community. Then, she suggests that if the coordinator pays a standard 1 000 000 IDR, she will forget about this.  | Pengurus bidang kesehatan PMI Demak / Anne. |
| 11.15 | Arrival of a PMI pick-up with the food parcels (“sembakau”) for community members. The car requests to enter the field, then drives to the logistic tent, where the parcels are unloaded by the team. If the team counts the parcels, they will become aware that there is a discrepancy between the invoice (120 items) and the real situation (100 items).  | PMI Demak |
| 11.20 | 1 media people come for interview. This is standard interview, no difficult question at this stage, they want to know the key facts of the operation, who is participating, what services will be provided, etc. They ask for the press release and say they might come back when communities are here.  | Silviana |
| 11.20 | Start for the field visit by VIPs |  |
| 11.45 | Another media person comes and wants to interview the coordination team. He/she states that there have been reports of an unregistered NGO setting up a field kitchen in another village nearby. No one has heard of this NGO, and stories are being shared about beneficiaries becoming very ill with stomach cramps, nausea and diarrhea. Many say it is from the food being provided by the new NGO. They want to ask for comment on this and they say they need to be convinced that this distribution will be done with high standards so that they can inform the people accordingly. Also they want to make sure that there is accountability in the operation, including the distribution of aid items. They ask to be shown around the site, introduced to the colleagues and they also want to interview 2 or 3 team members outside the coordination team.  | Ridwan |
| 12.00 | REAL press conference in the VIP tent | Real media (briefed) or actor |
| 12.15 | Regent states the end of the simulation |  |