

## Timor Leste Red Cross Society

This questionnaire was facilitated by **Samban Seng**, Regional Disaster Management Program officer, Southeast Asia Regional delegation. The questionnaire was completed by Disaster management team of the National Society.

Approved by: –

Approved: –

### General information:

**Natural Hazards:** floods and landslides are common; earthquakes, tsunamis, tropical cyclones

**Refugees and asylum seekers (country of origin):**

**Refugees and asylum seekers (host country):**

**IDPs:**

Source: USCRI figures for 2009

Total number of people reported killed and affected by **natural disasters** in Timor Leste from 2000–2009 (to add 2008 and 2009 data)

Year	Disaster Type	Location	Killed	Affected	Total damage (000's US\$)
2001	Flood	Los Palos, Lliomar, Leoro, Mehara (Lautern district)	1	2,508	...
2003	Flood	Cova Lima, Manufahi, Viqueque, Ainaro, Manatuto, Baucau (Timor-Leste), West Timor	3	600	...
2003	Flood	Meligo, Atudara, Maliana (Cailaco), Hatuodo (Ainaro)	...	450	...
2005	Epidemic	Dili, Liquica, Maliana, Baucau, Manatuto	22	336	...
2006	Wind Storm	Oecusse, Baucau, Suai, Liquida, Ainaro, Bobonaro, Viqueque districts	...	8,730	...
2007	Flood	Covalima, Manatuto, Ermera, Manufahi, Bacau, Viqueque districts	1	1,215	...
		<b>Total</b>	<b>27</b>	<b>13,839</b>	<b>...</b>

**Source:** Information for tables has been taken from EM-DAT, Centre for Research on the Epidemiology of Disasters (CRED)

According to CRED xx people were reported killed by disasters from 2000 to 2009. During the same period disasters affected xxx people. In 2009, xx claimed xx lives and affected xx people.

## Section A: Emergency Preparedness, Policy, Plans and Laws

### Policy

**Emergency Preparedness policy:** No. The following areas are included in the National Society's EP/ER policy covers:

	Yes	No
Emergency Preparedness – for your society's response (national level)		x
Emergency Preparedness – community-based disaster preparedness and risk reduction		x
Climate change adaptation		x
Intervention during disasters		x
Recovery after disasters		x
Rehabilitation		x
Conflict Management		x
Responsibilities and coordination have been defined with the IFRC, sister NS, ICRC, and other partners		x
Advocacy		x

**Timor Leste Red Cross Society does not have emergency response security guidelines for staff and volunteers.**

**The relevant Movement Policies and Guidelines are not used** to develop EP/ER plans.

**Code of Conduct:** Between **1–25 per cent** of the National Society staff and volunteers have received training on the CoC for the **International Red Cross and Red Crescent Movement and Non-Governmental Organizations (NGO's) in Disaster Relief.**

**Sphere standards:** Between **1–25 per cent** of the staff and volunteers have received training on Sphere. The National Society **sometimes uses SPHERE** during the planning and evaluation of disaster operations.

### *Structure and Organization*

**EP/ER Focal Point:** Yes.

**The department's duties include:**

	Yes	No
Training in relief to recovery programming		x
Country profile (risk analysis/hazard vulnerability)	x	
Contingency planning	x	
Disaster policy		x
External (Government/other) – coordination	x	
Internal (National/branch/chapters) – coordination	x	
RC/RC Movement (Fed./ICRC) – coordination	x	
Information and reporting	x	
Disaster relief emergency fund (DREF) requests/management	x	
Damage assessment	x	
Emergency assessment (24 and 72 hour templates)	x	
Development of strategic plan of action for disaster response		x
Resource mobilization	x	
Telecommunications		x
Search and rescue	x	
Water and sanitation	x	
Climate change adaptation	x	
Food security		x
Livelihood security	x	
Food aid		x
Relief/supply distribution	x	
Logistics and transportation	x	
Health management		x
Shelter	x	
Psychosocial support services (PSP)		x
Tracing		x
Restoring family links (RFL)		x
Security and safety		x
CBDP/risk reduction	x	
Community-based home care		x
Early warning	x	
Evacuation procedures and raising alarm	x	
Relief supply warehouse management	x	
First aid		x
Mitigation measures	x	
Advocacy for risk reduction	x	
Promotion of IHL		x

Pandemic preparedness		x
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**Shelter:**

**Focal point:** Yes

**National Society experience in Shelter:** Preparedness and emergency

**Written EP/ER plan:** No

**This plan includes**

	Yes	No
Training in relief to recovery		x
Country profile (risk analysis/hazard vulnerability)		x
Contingency planning		x
Disaster policy		x
External (Government/other) – coordination		x
Internal (National/branch/chapters) – coordination		x
RC/RC Movement (Fed./ICRC) – coordination		x
Information and reporting		x
Disaster relief emergency fund (DREF) requests/management		x
Damage assessment		x
Emergency assessment (24 and 72 hour templates)		x
Detailed needs assessment		x
Development of strategic plan of action for disaster response		x
Resource mobilization		x
Telecommunications		x
Search and rescue		x
Water and sanitation		x
Climate change adaptation		x
Food security		x
Livelihood security		x
Food aid		x
Relief/supply distribution		x
Logistics and transportation		x
Health management		x
Shelter		x
Psychosocial support services (PSP)		x
Tracing		x
Restoring family links (RFL)		x
Security and safety		x
CBDP/risk reduction		x
Community-based home care		x
Early warning		x
Evacuation procedures and raising alarm		x
Relief supply warehouse management		x
First aid		x
Mitigation measures		x
Advocacy for risk reduction		x
Promotion of IHL		x
Pandemic preparedness		x

The EP/ER plan is **not** formally **recognized** by the **Government**.

**A clear auxiliary role** stipulated in the **government's emergency preparedness plan** and in the **national disaster management legislation**: –

The **government does not have a national emergency plan**. The **National Society does not have a**

**mandate** in the governments plan:

	Yes	No
Training in relief to recovery		x
Country profile (risk analysis/hazard vulnerability)		x
Contingency planning		x
Disaster policy		x
External (Government/other) – coordination		x
Internal (National/branch/chapters) – coordination		x
RC/RC Movement (Fed./ICRC) – coordination		x
Information and reporting		x
Disaster relief emergency fund (DREF) requests/management		x
Damage assessment		x
Emergency assessment (24 and 72 hour templates)		x
Detailed needs assessment		x
Development of strategic plan of action for disaster response		x
Resource mobilization		x
Telecommunications		x
Search and rescue		x
Water and sanitation		x
Climate change adaptation		x
Food security		x
Livelihood security		x
Food aid		x
Relief/supply distribution		x
Logistics and transportation		x
Health management		x
Shelter		x
Psychosocial support services (PSP)		x
Tracing		x
Restoring family links (RFL)		x
Security and safety		x
CBDP/risk reduction		x
Community-based home care		x
Early warning		x
Evacuation procedures and raising alarm		x
Relief supply warehouse management		x
First aid		x
Mitigation measures		x
Advocacy for risk reduction		x
Promotion of IHL		x
Pandemic preparedness		x

The plan **does not include** the **coordination of international disaster response** assume the following responsibilities

	Yes	No
Roles/responsibilities		x
Information sharing/reporting		x
Damage assessment		x
Emergency assessment (24 and 72 hours templates)		x
Detailed needs assessment		x
Development of strategic plan of action for disaster response		x
Entry of personnel, goods, transportation and equipment		x
Search and rescue/relief distribution/other operational activities		x

Use of communications equipment/networks		x
Financial assistance		x
Legal status, privileges and immunities		x
Quality/accountability standards		x
Humanitarian principles		x
Exit transition planning		x

The National Society **is represented** in the government's National Coordinating body for **disasters**.

The National Society **in the process of establishing structures, systems and procedures in place** that enable it to **respond efficiently and effectively** in situations of **disasters and conflicts** according to its defined role and responsibilities.

#### International disaster response tools:

National Societies well versed in:	Yes	No
RDRT/RITs	x	
FACT		x
ERU		x
National Societies willing/ready to use:	Yes	No
RDRT/RITs	x	
FACT	x	
ERU	x	

The National Society **has positioned itself in time of non-disaster to be viewed by all** stakeholders and beneficiaries **as a neutral, impartial and independent humanitarian agency**.

The National Society **does not have an advocacy or advisory role with regard to the development of legislation or on legal issues relating to disaster management and/or health emergencies**.

Issues the National Society provides advice/recommendations to governmental authorities:

	Yes	No
Disaster management statutes		x
Emergency laws		x
Food security		x
Livelihoods security		x
Water and sanitation		x
Disaster assessment, analysis and response planning		x
Building codes		x
Land management		x
Land tenure in disaster reconstruction		x
Environmental regulation		x
Mitigating health emergencies		x
Displacement from disasters and/or health emergencies		x
Human rights in disasters and/or health emergencies		x
Humanitarian principles in disasters and/or health emergencies		x
Standards of quality or accountability in disasters and/or health emergencies		x
Role of the National Society in disaster management		x
Rights and obligations of volunteers		x
Management of international disaster assistance		x
Disaster reconstruction and rehabilitation		x
Disaster insurance / compensation		x

#### *National coverage/historical data*

The National Society has **13 branches/chapters**. **Between 0–25 per cent** of the **branches/chapters** have an **EP/ER** plan.

	2006	2007	2008
How many of these disasters has your National Society responded to?			
How many beneficiaries did your Society help?			
Did the National Society cover <b>shelter</b> needs?			
How many beneficiaries did your National Society provide <b>shelter</b> to?			

**Shelter solutions** that have been implemented by the National Society:

	Yes	No
Distribution of plastic sheets	x	
Distribution of tents	x	
Distribution of IFRC shelter kits (tools, fixing and plastic sheets)		x
Distribution of construction material	x	
Cash distribution for construction materials		x
Support to host families whoa re reaching out to those affected by the disasters		x
Construction of emergency shelter		x
Camp management		x
Management of collective shelters		x
Rehabilitation of collective shelters		x
Construction of collective shelters		x
Services provided to settlements (water supply, construction/rehabilitation, roads, etc)		x

## Section B: Damage, Needs, Hazard/Risk/Vulnerability and Capacity Assessment

The National Society **does not utilize** the government's hazard analysis and mapping for EP/ER planning.

The Society is **in the process** of **gathering information from secondary** on current hazard and vulnerability for all major risks. The chapter/branches **gather information from communities** on current hazard and vulnerability. It gathers information (through VCA) **pertaining future hazard/major risks** which **may occur as a result of climate change**.

**The Timor Leste Red Cross Society uses the information gathered in the following ways:**

	Yes	No
Information analyzed and included in the EP/ER plan	x	
Pre-position supplies for emergencies	x	
Define strategic locations for warehouses	x	
Define worst case disaster scenarios (with estimate numbers of potential victims and needs)	x	
Support branches/chapters in high risk areas	x	

**The National Society uses the following tools to identify, prioritize and develop EP/ER activities**

	Yes	No
VCA	x	
Risk maps	x	
Contingency planning		x
Emergency assessment 24 and 72 hours templates)	x	
Better programs initiative (BPI)		x
Project planning process (PPP)		x
WPNS	x	
GIS		x

Analysis of past disaster trends (50–100 years)		x
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**Monitoring and evaluation tools** used by the National Society to review and manage its EP/ER activities:

<b>Long term-planning</b>	<b>Yes</b>	<b>No</b>
Performance indicators, with baseline and regular monitoring		x
Conducting internal reviews/evaluations	x	
Organizing external reviews/evaluations		x
Other monitoring/evaluation tools: please state which ones		x
<b>For emergency programming</b>		
Performance indicators, with baseline and regular monitoring		x
Conducting internal reviews/evaluations		x
Organizing external reviews/evaluations		x
Other monitoring/evaluation tools: please state which ones		x

National Society tools and/or guidelines related to **shelter** activities:

	<b>Yes</b>	<b>No</b>
Damage assessment tools		x
Construction guidelines		x
Training packages		x

**Support required** by the National Society to improve shelter response:

	<b>Type of training</b>	<b>Yes</b>	<b>No</b>
Training	Shelter training package	x	
Guidelines and tools		x	
Stock piling			x

The National Society is **run programmes** related to **food and livelihood security**.

## Section C: Coordination

The National Society **is in process of defining standard operating procedures** should it need to coordinate with the International Federation or the ICRC for international assistance.

National Society **coordinates closely** with other organizations and agencies in

	<b>Yes</b>	<b>No</b>
Preparedness	x	
Joint assessment	x	
Response	x	
Recovery		x
Coordinate activities	x	
Sharing resources	x	
Information and expertise	x	

The National Society's **key partners in disaster management** :

<b>RC/RC Movement</b>	<b>International Organizations</b>	<b>Local NGOs/Governments</b>
International Federation; ICRC; PMI; SRC; ARC; NRC	Planning International; IOM; CRS; Care; WFP	NDMN; DOC; DDMC; Ministry of Agriculture

The National Society is **not aware** of the **convener role** of the International Federation in **emergency shelter cluster**.

The National Society **coordinates with and is a part** of the following:

<b>International disaster response mechanisms</b>	<b>Yes</b>	<b>No</b>	<b>In process</b>

RDRT/RIT	x		
FACT		x	
ERU		x	
Tracing		x	
<b>National disaster response mechanisms</b>			
NDRT/NIT	x		
BDRT/BIT	x		
Provincial intervention teams		x	

The National Society is adopts **an integrated approach** while **planning** for its **DP, food security, DRR, health and other programmes**.

The National Society's **contingency plan does not have shelter components integrated** in it.

## Section D: Information and Report Management

National Society has <b>access</b> to:	Yes	No	In process
DMIS	x		
GIS mapping data		x	
FedNet	x		
National early warning system	x		
Regional early warning system		x	
<b>National Society utilizes:</b>			
DMIS ( <b>sometimes</b> )	x		
GIS mapping data		x	
FedNet	x		
National early warning system	x		
Regional early warning system		x	

The National Society **has** someone **on call 24 hours a day** to receive notification of a disaster and to activate disaster response procedures.

The National Society is in the process of establishing **systems** to regularly **monitor progress in its EP/ER** activities.

**Knowledge sharing:** The **Timor Leste Red Cross Society produces** publications, documentation, case studies and /or good practice. It is **in the process** of **promoting inter-regional staff exchange** as a way to share knowledge. The National Society **reviews** its **programmes** and **implements recommendations** based on the lessons learned.

## Section E: Resource and Response Mobilization

### *Human Resources and Training*

The **Timor Leste Red Cross Society** has **average** disaster management capacities at the **headquarters level**. **Between 51–75 per cent** of the branches/chapters have **effective disaster management capacities**.

The National Society **recruits volunteers** for its disaster preparedness/DRR programmes from

	Yes	No
School-age children		x
Youth		x
Women	x	
Men	x	
Elderly		x
Disabled people		x
Displaced people		x



Ethnic/religious minorities		x
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It has an internal training department and/or programme.

The following areas are covered by the training programme:

	Yes	No
Training in relief to recovery		x
Country profile (risk analysis/hazard vulnerability)		x
Contingency planning		x
Disaster policy		x
External (Government/other) – coordination	x	
Internal (National/branch/chapters) – coordination	x	
RC/RC Movement (Fed./ICRC) – coordination	x	
Information and reporting		x
Disaster relief emergency fund (DREF) requests/management		x
Damage assessment		x
Emergency assessment (24 and 72 hour templates)	x	
Detailed needs assessment	x	
Development of strategic plan of action for disaster response		x
Resource mobilization		x
Telecommunications		x
Search and rescue	x	
Water and sanitation	x	
Climate change adaptation		x
Food security		x
Livelihood security	x	
Food aid		x
Relief/supply distribution	x	
Logistics and transportation		x
Health management		x
Shelter	x	
Psychosocial support services (PSP)		x
Tracing		x
Restoring family links (RFL)		x
Security and safety		x
CBDP/risk reduction	x	
Community-based home care		x
Early warning	x	
Evacuation procedures and raising alarm	x	
Relief supply warehouse management		x
First aid	x	
Mitigation measures	x	
Advocacy for risk reduction		x
Promotion of IHL		x
Pandemic preparedness		x

The systems and training in place reinforce appropriate standards of personal conduct and the positive image the National Society wants to portray.

Percentage of trained staff and volunteers in:

	Staff	Volunteers
<b>VCA</b>	51–75%	1–25%
<b>Emergency assessment</b>	51–75%	26–50%
<b>Needs assessment</b>	51–75%	26–50%
<b>Reporting</b>	51–75%	26–50%

<b>Logistics</b>	26–50%	1–25%
<b>Relief management</b>	26–50%	1–25%
<b>RFL</b>	1–25%	0
<b>IHL dissemination</b>	1–25%	0
<b>Food security</b>	0	0
<b>Disaster risk reduction</b>	51–75%	1–25%
<b>Climate change issues</b>	1–25%	0
<b>Shelter</b>	1–25%	0
<b>First aid</b>	26–50%	51–75%
<b>Community-based home care</b>	0	0

The staff and volunteers **are not tested annually** through:

	<b>Yes</b>	<b>No</b>
On job training/actual disaster experience		x
Formal classes and tests		x
Exercise/simulations/drills		x

The response teams **are in the process of being trained; are not equipped; and in process of bringing on board competent team leaders.**

### ***Financial Resources***

The **Timor Leste Red Cross Society:**

- **does not have an emergency fund** in place.
- **Does not launch/make a national appeal** for funds.
- is **aware** of DREF
- **concerned staff does not know how to request** DREF
- **in process of securing people/process** in place for **requesting emergency financial support.**
- **in process** of establishing **well functioning systems and procedures** in place for record keeping and financial accountability.

### ***Material Resources***

The National Society **has**

**Transport:**

- Cars (1–10)
- Trucks (1–10)

**Emergency stocks:**

- blankets (1001+)
- tents (251–500)
- tarpaulins (501–1000)
- Kitchen sets (1001+)
- Hygiene parcels (501–1000)

The **Timor Leste Red Cross Society has:**

- Emergency stocks pre-positioned in strategic areas
- Warehouses located outside known high-risk hazard zones
- Warehouses with adequate transportation capability to quickly distribute emergency stocks

**In process:**

- emergency stocks in secured and well-managed warehouses

**Does not have:**

- an agreement with the government to ensure that relief material is cleared through the customs without delay
- Supply agreements
- **Telecommunication system** in place

- Telecommunication system **available/suitable** for use in disasters/conflicts.

## Section F: Community-based disaster preparedness, mitigation and disaster risk reduction

The National Society is **carrying out DRR activities** though the duration of the **between 3–10 years**. The programmes target groups **only in specific villages** reaching out to between **51–75 per cent of the population at risk** benefiting children, women, men, elderly and disabled.

Areas of **disaster risk reduction** covered in the National Societies programmes:

	Yes	No
Community-based risk assessment (e.g. VCA, risk mapping)	x	
Structural disaster prevention and mitigation (e.g. dams, reinforcing and/or raising buildings, constructing flood/cyclone shelters)	x	
Non-structural disaster prevention and mitigation (e.g. disaster education and awareness raising, community grain/seed banks, income generation programmes, strengthening community water and sanitation systems)	x	
Community disaster preparedness (e.g. contingency planning, organization of disaster teams, drills/simulations, people-centred early warning systems)	x	
Community disaster response (e.g. community-based first aid – CBFA, home care)		x
Community disaster risk financing (e.g. insurance, establishing community disaster funds, credit/savings/grant programmes to support risk mitigation such as purchasing more drought-resilient seeds or paying for home reinforcement)		x

The National Society **is in the process of incorporating climate change adaptation and considerations** into **DRR activities**.

The National Society **does not a public disaster awareness programme** that involve **national campaigns** (television, radio, world disaster reduction day etc.) and/or **local campaigns** (theatre, puppet shows, message boards etc).

There **is a single government agency responsible** for providing **national disaster awareness programmes**. The National Society **is does not collaboratively develop disaster awareness raising or educational materials** with the government or other agencies for consistent messages.

It does use **traditional knowledge** in its **DRR activities**.

## Section G: Advocacy

The National Society **advocates** with the Government and other organizations **in favour of mitigation and preparedness measures**.

It **does not advocate** with the **Government and other organizations to promote international laws, rules and principles relating to disaster response**.

Areas of **Hyogo Framework for Action (HFA)** that the National Society contributes to through its DRR activities

	Yes	No
Ensure that DRR is a national and local priority with a strong institutional basis for implementation	x	
Identify, assess and monitor disaster risks and enhance early warning	x	
Use knowledge, innovation and education to build a culture of safety and resilience at all levels	x	
Reduce the underlying risk factors	x	
Strengthen DP for effective response at all levels	x	

The **Timor Leste Red Cross Society does not have tools in place** for legal risk management including mechanisms to ensure compliance with and applicable to international and national laws.

**Observations Phase II and Phase III**

The table below reflects the progress made by the National Society to address gaps during the two phases.

WPNS II	WPNS III