

# Checklist



# RESPONSE CAPACITY





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# 01. Introduction

The implementation of Tsunami Early Warning in Local Communities is a process, which depends on many factors and actors. Conducting this process requires an assessment of what is already in place, activity planning and progress monitoring. The presented checklist supports this process by providing a simple tool for local decision makers and other stakeholders. Adjusted to the Indonesian context, the checklist is based on the document “Developing Early Warning Systems: A Checklist” that was published by UN-ISDR as a result of the “Third International Conference on Early Warning - From concept to action” in 2006. Local actors can use the tool on their own, without external expertise or resources. However, it has to be kept in mind that self-assessments require a self-critical attitude and an open mind.

01

Introduction

## How to use?

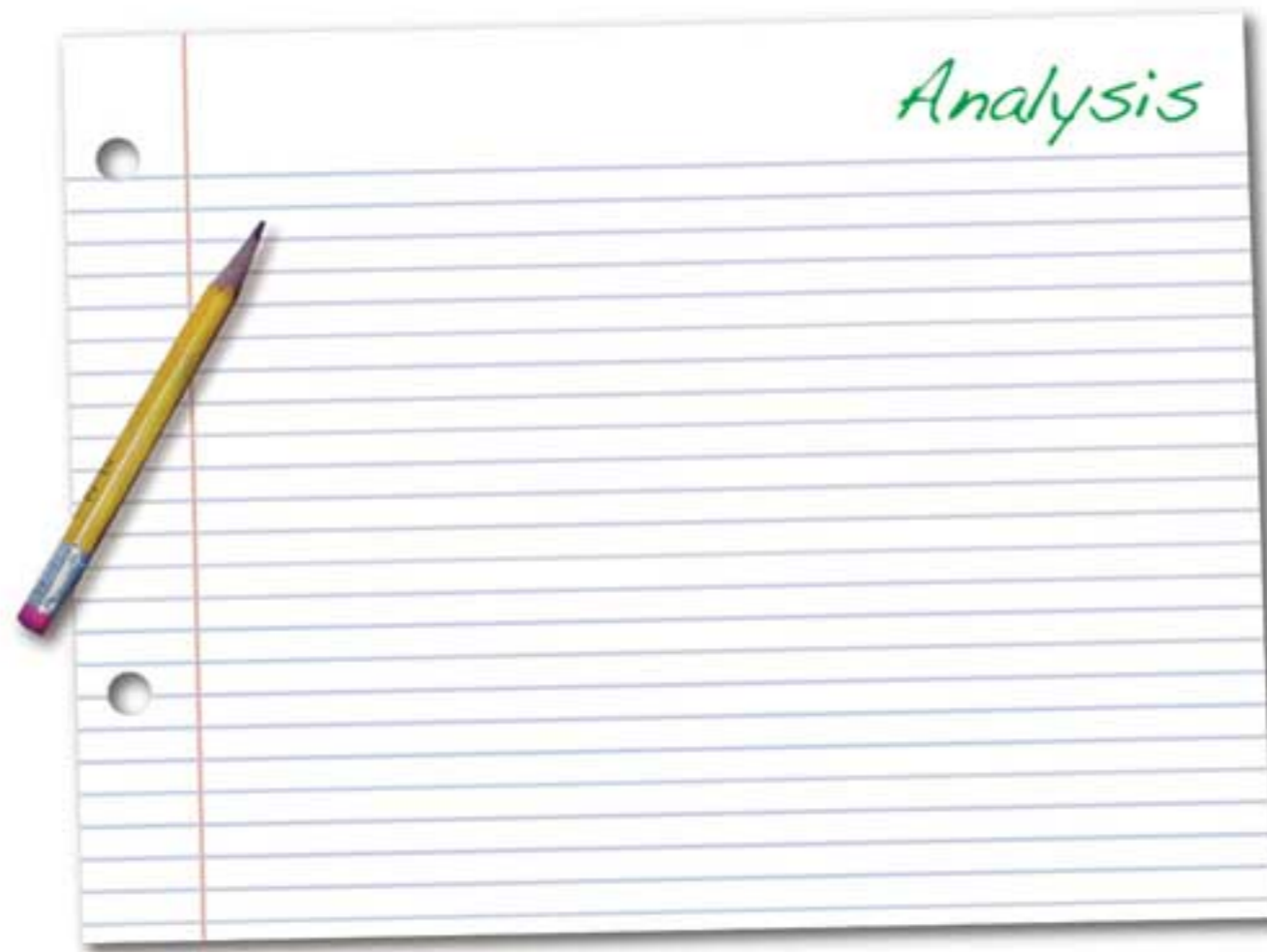
The checklist document provides three means to assess, plan and monitor implementation. The table “key actors” is used to note down all actors that are involved in implementation.

Please use this table to note down the key actors and institutions that are involved in all activities related to Response Capacity and in which way.

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The grey box is used to assess progress and the priority for action.

<b>Progress</b> :	 not started yet	 first steps done	 ongoing process
	 nearly accomplished	 fully accomplished	
<b>Action needed &amp; Priority</b> :	 high priority	 medium priority	 low priority



After each theme, the note pad for “Analysis” provides additional space to take notes and reflect about challenges, constraints and success stories within implementation and thereby helps to monitor and evaluate progress and find solutions.

# 02. Objective & Key Actors

## Objective

The Objective of the checklist for the element Response Capacity is to:

Strengthen the ability of communities to respond to tsunamis through disaster preparedness





# 03. Four Themes Related to Response Capacity

There are four major themes related to Response Capacity:

Theme 1: Warnings and Guidance Instructions Respected

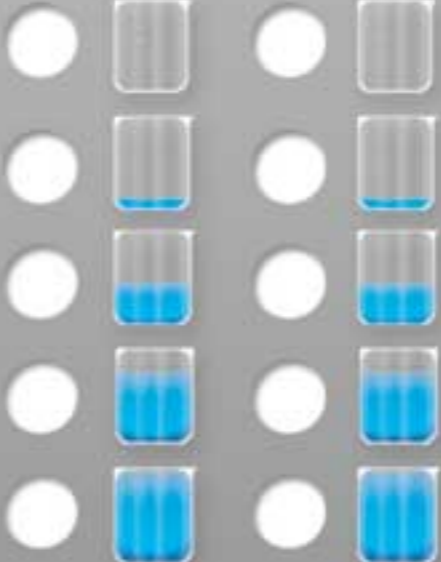

Theme 2: Evacuation Plans Developed, Disseminated to the Community and Practiced

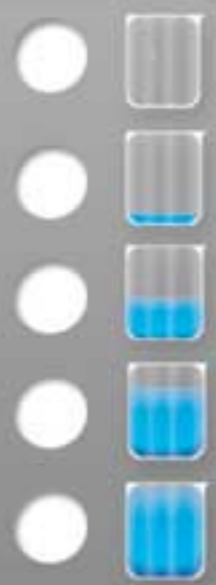

Theme 3: Disaster Response Plan Established

Theme 4: Community Response Capacity Assessed and Strengthened

## Theme 1: Warnings and Guidance Instructions Respected

Timely and effective community reaction will be achieved when people respect and trust the warning service and understand the tsunami risk. Therefore, while the public perception of tsunami risk and warning service is being analyzed, strategies need to be developed by the local government to build respect towards warning and guidance services. This includes the assignment of a credible source authorized to generate and distribute warning and guidance, minimize false alarms, communicate the progress to set up the warning system and understanding the difference between warnings and guidance.

No.	Aspect	Progress	Action needed & Priority
1.	<p><b>Credible sources</b></p> <p>Warning and instruction generated and distributed to those at risk by credible sources (e.g. government, spiritual leaders, respected community organizations).</p> <p>Strategies to build credibility and trust in warnings developed (False alarms minimized and improvements communicated to maintain trust in the warning system, e.g. understanding difference between warnings and instruction).</p>		

No.	Aspect	Progress	Action needed & Priority
2.	<p><b>Public perception</b></p> <p>Public perception of tsunami risks and the warning service analyzed to predict community response.</p>		

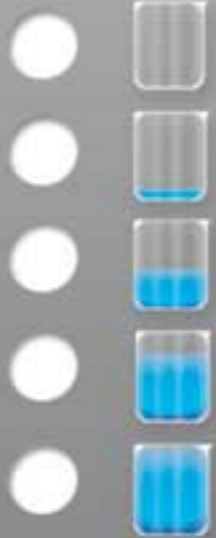

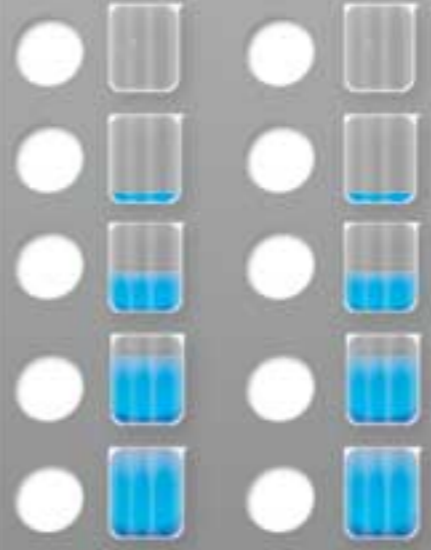

# Analysis



## Theme 2: Evacuation Plans Developed, Disseminated to the Community and Practiced

Evacuation Plans describe activities and measures taken to ensure temporary evacuation of people and property from threatened locations before the disaster strikes. Evacuation Plans must be empowered by local law and targeted to the individual needs. Evacuation Planning requires participation from different actors. Risk information must be utilized in order to develop the plan. Evacuation procedures must be disseminated to the local population and exercised regularly.



No.	Aspect	Progress	Action needed & Priority
1.	<p><b>Basic for evacuation planning</b></p> <p>Evacuation planning based on hazard and run-up maps, including findings from risk analysis. In case this information is not yet available, general guidelines are applied.</p> <p>Studies and analysis on specific local conditions for evacuation planning are available and results incorporated.</p>		

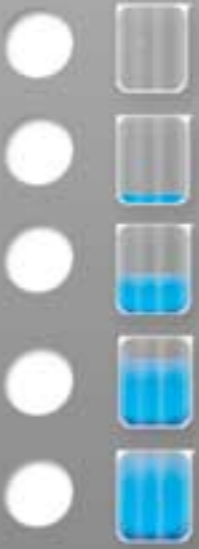

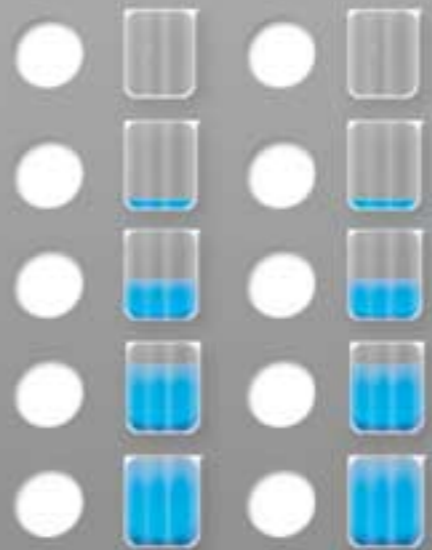

No.	Aspect	Progress	Action needed & Priority
2.	<p><b>Evacuation planning process</b></p> <p>During the planning process participation of all relevant actors is assured (local decision maker, emergency responder, disaster management experts).</p>		
	<p>Plans identify danger and safe areas, shelter sites, evacuation routes and options for vertical evacuation.</p> <p>Plans consider possible destruction by simultaneous earthquakes, which may affect evacuation efforts.</p>		



No.	Aspect	Progress	Action needed & Priority
3.	<p><b>Highly vulnerability groups and location</b></p> <p>Groups of individuals who require special attention during evacuation processes identified and specific measures incorporated in the evacuation plan (elder people, children, handicapped persons, etc.)</p> <p>Institutions and critical infrastructure which require special attention during evacuation processes identified and specific measures incorporated in evacuation plan (hospitals, schools, bus stations, ...)</p>		

No.	Aspect	Progress	Action needed & Priority
4.	<p><b>Public knowledge</b></p> <p>Information materials, maps and signs developed to inform general public about evacuation procedures.</p> <p>Local population familiar with evacuation maps &amp; signs.</p>		

No.	Aspect	Progress	Action needed & Priority
5.	<p><b>Evacuation exercised</b></p> <p>Regular tests and drills undertaken to test evacuation procedures.</p>		





No.	Aspect	Progress	Action needed & Priority
6.	<p><b>Basic for evacuation planning</b></p> <p>Evacuation plan enforced through government policy or legislation.</p> <p>Authority to call for evacuation.</p>		
	<p>Approval of evacuation maps, plans and signs.</p> <p>Dissemination process to local institutions &amp; public.</p>		

# Analysis



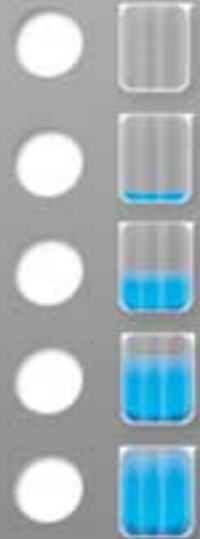

## Theme 3: Disaster Response Plan Established


Response Plans are tools to provide assistance or intervention during or immediately after a disaster to meet the life preservation and basic subsistence needs of affected people. It can be of an immediate, short-term, or protracted duration. Risk maps should be utilized in order to develop response plans. Regular tests help to develop rapid and coordinated response capacity.

No.	Aspect	Progress	Action needed & Priority
1.	<p><b>Response planning process</b></p> <p>Tsunami hazard and vulnerability maps utilized to develop preparedness and response plans.</p> <p>During the planning process participation of all relevant actors is assured (local decision makers, emergency responders, community leaders, disaster management experts).</p>		
	<p>Previous disaster events and responses analyzed, lessons learnt incorporated into disaster management plans.</p> <p>Disaster preparedness and response plans targeted to the individual needs of vulnerable communities.</p>		

No.	Aspect	Progress	Action needed & Priority
2.	<p><b>Maintain preparedness</b></p> <p>Up-to-date response plans developed, disseminated to the community.</p> <p>Strategies implemented to maintain preparedness for tsunamis events.</p>		



No.	Aspect	Progress	Action needed & Priority
3.	<p><b>Response exercise</b></p> <p>Regular tests and drills undertaken to test the effectiveness of responses to tsunami events.</p>		





No.	Aspect	Progress	Action needed & Priority
4.	<p><b>Local policy &amp; legislation response planning</b></p> <p>Disaster preparedness and response plans empowered by local law.</p>		

# Analysis



## Theme 4: Community Response Capacity Assessed and Strengthened

Community response capacity is a combination of all strengths and resources available within a community or organization that can reduce the level of risk or the effects of a disaster. Response capacity may include physical, institutional, social, or economic means, as well as skilled personal or collective attributes, such as leadership and management. Strengthening response capacities requires training programs, which should be based on assessments of previous experiences and lessons learnt.

No.	Aspect	Progress	Action needed & Priority
1.	<p><b>Response ability</b></p> <p>Community ability to respond effectively to early warnings assessed.</p>		
2.	<p><b>Lesson learnt</b></p> <p>Response to previous disasters analyzed and lessons learnt incorporated into future capacity building strategies.</p>		

No.	Aspect	Progress	Action needed & Priority
3.	<p><b>Capacity building</b></p> <p>Community-focused organizations engaged to assist with capacity building.</p>		
4.	<p><b>Education and training programs</b></p> <p>Community and volunteer education and training programs developed and implemented.</p>		

# Analysis



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**German - Indonesia Cooperation for a  
Tsunami Early Warning System**



**Federal Ministry  
of Education  
and Research**