



Empowered lives.
Resilient nations.

DRM 2013 Annual Work Plan (AWP)

Country: MALAWI

UNDAF and CPD Outcome 1.3: Targeted population in selected districts benefit from effective management of environment; natural resources; climate change and disaster risk by 2016.

Expected CPD Output: National policies, local and national institutions effectively support equitable and sustainable economic growth and food security by 2016.

UNDAF Output(s):

- 1.3.1 Environment, natural resources, climate change, and disaster risk management mainstreamed in policies, development plans and programmes at national level and implemented in 14 disaster-prone districts
- 1.3.2 Data and knowledge on the impact of climate change, environmental and natural resources degradation and natural disaster collected and made accessible to decision makers in Government, Private Sector and Civil Society
- 1.3.3 Targeted population in selected districts benefit from effective management of environment, natural resources, climate change and disaster risk by 2016
- 1.3.4 Innovative renewable and energy saving technologies piloted in targeted locations in rural and peri-urban areas enabling the development of a national programme

Implementing partner: Department of Disaster Management Affairs (DoDMA).

Other Partners: MoF; MoEPD; MoECC; MoLHUD; MoLGRD and NGOs

Narrative

The National Disaster Risk Management (NDRM) policy lists the main priorities of the Government of Malawi (GoM) on disaster preparedness, mitigation, response and recovery. Multi-sector preparedness planning and response capacity will be developed at national, district and community levels to reduce disaster risks and shocks to vulnerable people. Specifically, the following are the main pillars of this Project Support Document (PSD): Mainstreaming disaster risk reduction into sustainable development policies and planning processes at all levels of government; Establishment of an effective system to identify, assess and monitor disaster risks under data and information knowledge including early warning systems (EWS's); and strengthening coordination. The Malawi DRM system is in a transition phase from a disaster management-reactive approach to a more comprehensive disaster risk management approach. Although progress has been made to establish supporting strategic frameworks and institutional mechanisms, several needs and challenges remain, in order to assist the Government of Malawi on key issues of disaster risk management aimed to reduce damage and losses caused by disasters. The main deliverables for 2013 include but are not limited to; finalization of the DRM policy, revised DRM Act, establishment of a national platform, DRM incorporated in school curricula, communication strategy developed, simulation exercises undertaken and a grant facility for community based resilience initiatives established.

Programme Period: 2012-2016
 Programme Component: Environment and Climate Change
 Intervention Title: Disaster Risk Management
 Award ID: 67161
 Project ID: 83071
 Duration: Jan –Dec 2013

Estimated annualized budget: US \$ 1,100,000
 Allocated resources:
 • Government _____
 • TRAC 1 US \$ 800,000
 • Other:
 ○ TRAC 3 0
 ○ One UN 100,000
 ○ GEF-LCDF 200,000
 Unfunded budget: US \$ 0

COMMISSIONER FOR DISASTER
PREPAREDNESS RELIEF
AND REHABILITATION
2013 -01- -9
PRIVATE BAG 366
CAPITAL CITY

Agreed by (Implementing Partner): _____

Office of President and Cabinet: Department of Disaster Management and Affairs (DODMA)

Agreed by UNDP: _____

United Nations Development Programme (UNDP)

8/1/13

DRM Annual Work Plan

Year: 2013

EXPECTED OUTPUTS and indicators including annual targets	PLANNED ACTIVITIES <i>List all activities including M&E to be undertaken during the year towards stated CP outputs</i>		TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
			Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
1. Disaster risk management mainstreamed in policies and development plans	1.1	Review the Disaster Preparedness and Relief Act	X	X			DoDMA,	TRAC	71200 Int.Cnslt 71300 Incl.Cnslt 71600 Travel 72100 Contr.Cm 72400 Comm.AV 72300 Mat&Gds	25,000 15,000 10,000 10,000 5,000 7,000
	1.2	Finalize the National Disaster Risk Management Policy and submit to Cabinet		X			DoDMA,	TRAC	72100 Contr.Cm 72400 Comm.AV	2,500 2,500
	1.3	Conduct a Public Expenditure Review for DRM.	X	X			MoFDP	TRAC	71200 Int.Cnslt 71300 Incl.Cnslt 75700 TR,WKSP	10,000 10,000 5,000
	1.4	Introduce DRM into school curricula (training of PEA)			X		MoEST	TRAC	71600 Travel 72100 Contr.Cm 72400 Comm.AV 72300 Mat&Gds 75700 TR,WKSP	5,000 10,000 10,000 3,000 10,000
	1.5	Finalize and launch of DRR Handbook, framework and operational guidelines		X			DoDMA	TRAC	71600 Travel 72100 Contr.Cm 72300 Mat & Gds 72400 Comm.AV 74200 Audio.V	5,000 5,000 3,000 3,000 15,000
	1.6	Integrate DRM into District Development Plans in 15 (3 for 2013) vulnerable districts		X	X		DoDMA	TRAC	71600 Travel 72100 Contr.Cm 72400 Comm.AV 72300 Mat&Gds 75700 TR,WKSP	5,000 10,000 2,000 5,000 5,000
	1.7	Support implementation of policy		X	X	X	DoDMA	TRAC	71600 Travel 72100 Contr.Cm 72300 Mat&Gds	10,000 7,000 10,000
	1.8	Support International Day for Disaster Reduction			X		DoDMA	TRAC	72400 Comm.AV 72500 Supplies 71600 Travel	2,000 2,000 3,000
Sub-total										232,000

EXPECTED OUTPUTS and indicators including annual targets	PLANNED ACTIVITIES <i>List all activities including M&E to be undertaken during the year towards stated CP outputs</i>		TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
			Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
2. Data and knowledge on the impact of natural disasters collected and made accessible to decision makers in Government, Private Sector Civil Society, and Communities.	2.1	Set up mechanism for community based DRR activities at local level (i.e. development of ToRs, criteria for awarding grants, modus operandi for the grant initiative)	X	X			DoDMA	TRAC	71600 Travel 72100 Contr.Cm 72400 Comm.AV 72500 Supplies 72300 Mat&Gds 75700 TR,WKSP	5,000 5,000 2,000 3,000 6,000 6,000
	2.2	Establish a gender disaggregated disaster database (training, data collection, technical support etc)		X	X		DoDMA	TRAC	72300 Mat&Gds 71600 Travel 72100 Contr.Cm 75700 TR,WKSP	10,000 7,000 10,000 8,000
	2.3	Review the national EWS and identify overlaps, gaps and needs.			X	X	DoDMA	GEF	72300 Mat&Gds 75700 TR,WKSP 72200 Equip&Furn	30,000 20,000 150,000
	2.4	Formulate and operationalize a national communication strategy on DRM			X	X	DoDMA	TRAC	72300 Mat&Gds 71600 Travel 72100 Contr.Cm	10,000 5,000 10,000
	2.5	Support the inclusion of DRM materials and information in 7 District Climate information centers		X	X		DoDMA	TRAC	72300 Mat&Gds 71600 Travel	10,000 5,000
Sub-total										302,000
3. Coordination mechanisms and implementation arrangements for DRM/DRR established and used at national level and in the 15 disaster-prone districts.	3.1	Establishment of <ul style="list-style-type: none"> Malawi National Platform (NP) as a coordination mechanism for DRM/DRR under UNISDR guidelines DRM donor coordination forum 	X				DoDMA,	TRAC	72100 Contr.Cm 72300 Mat&Gds 72400 Comm.AV 72500 Supplies	5,000 5,000 3,000 2,000
	3.2	Participate in relevant DRR meetings/conferences i.e. Global Platform, SARCOF pre-season	X	X	X	X	DoDMA	TRAC	75700 TR,WKSP	25,000
	3.3	Support to Sector Working group		X		X	DoDMA	TRAC	72500 Supplies 72400 Comm.AV	5,000 2,000
	3.4	Support simulation exercises at community , district and national level		X	X	X	DoDMA,	TRAC	71600 Travel 72100 Contr.Cm 72300 Mat & Gds 72400 Comm.AV	5,000 5,000 10,000 3,000
Sub-total										70,000

EXPECTED OUTPUTS and indicators including annual targets		PLANNED ACTIVITIES <i>List all activities including M&E to be undertaken during the year towards stated CP outputs</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
			Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
4. Monitoring and Evaluation	4.1	Monitor DRM activities i.e. <ul style="list-style-type: none"> Post disaster assessments Monitoring of resilient strategy implementation progress 	X	X	X	X	DoDMA,	TRAC	71600 Travel 72300 Mat&Gds	10,000 10,000
Sub-total										20,000
5. Project management	5.1	Technical Support (DRM Advisor, Finance Analyst) Resilience Coordinator	X	X	X	X	UNDP	TRAC 1 One UN	61300 sal.Costs 61300 sal.Costs 75100 F& A	210,000 93,457.94 6,542.06
	5.2	<i>Convene stakeholder meetings;</i> <ul style="list-style-type: none"> Tripartite review meetings Technical committee meetings DRM Donor Coordination forum Review meetings HACT/Audit 	X	X	X	X	DoDMA,	TRAC	71600 Travel 72100 Contr.Cm 72400 Comm.AV 72500 Supplies 74100 Prof.Sv	10,000 10,000 7,000 10,000 7,000
	5.3	Vehicle maintenance	X	X	X	X	DoDMA,	TRAC	72300 Mat & Gds	5,000
	5.4	UNDP project assurance, coordination and management	X	X	X	X	UNDP	TRAC	77100 TA/NP cost	117,000
Sub-total										476,000
								TRAC		800,000
								GEF		200,000
								One UN (Includes GMS \$ 6,542.06)		100,000
								TOTAL		1,100,000

The Annual Work Plan (AWP) Monitoring Tool
 CP Component: Crisis Prevention and Recovery ___
 Implementing Partner DoDMA

Year 2013

EXPECTED CP OUTPUTS AND INDICATORS INCLUDING ANNUAL TARGETS	PLANNED ACTIVITIES <i>List all the activities including monitoring and evaluation activities to be undertaken during the year towards stated CP outputs</i>	EXPENDITURES <i>List actual expenditures against activities completed</i>	RESULTS OF ACTIVITIES <i>For each activity, state the results of the activity</i>	PROGRESS TOWARDS ACHIEVING CP OUTPUTS <i>Using data on annual indicator targets, state progress towards achieving the CP outputs.</i>
<p>Output 1. Disaster risk management mainstreamed in policies and development plans</p> <p><i>Indicator:</i> Number of key sector policies, development plans at national and district level reflecting DRM <i>Baseline:</i> No key policies or plans with DRM incorporated. <i>Target:</i> 4 key policies reflecting DRM <i>2013 Target:</i></p> <ul style="list-style-type: none"> - DRM Policy approved by Cabinet - Disaster Preparedness and Relief Act reviewed - 3 District Development Plans with DRR integrated <p><i>Indicator:</i> % increase in budget allocation on DRM <i>Baseline:</i> No DRM specific budget allocation <i>PSD Target:</i> 1% budget allocation for DRM <i>2013 Target:</i> finalized DRM Public Expenditure Review report</p>	Review the Disaster Preparedness and Relief Act			
	Finalize the National Disaster Risk Management Policy and submit to Cabinet			
	Conduct a Public Expenditure Review (PER) for DRM.			
	Introduce DRM into school curricula at primary level			
	Printing, dissemination and launch of DRR Handbook and operational guidelines			
	Integrate DRM into District Development Plans in 15 (3 in 2013) vulnerable districts			
	Support implementation of policy			

<p>Indicator: Number of DRR principles incorporated in school curricula <u>Baseline:</u> None <u>Target:</u> Incorporated in all School curricula <u>2013 target:</u> introduce DRM in primary level curricula</p> <p>Indicator: % reduction in economic and social losses after a disaster occurs <u>Baseline:</u> 60% economic and social loss <u>Target:</u> Economic and social loss reduced to 20%</p>	<p>Support International Day for Disaster Reduction</p>			
<p>OUTPUT 2: Data and knowledge on the impact of natural disasters collected and made accessible to decision makers in Government, Private Sector Civil Society, and Communities</p> <p>Indicator: Number of strategies implemented from the communication strategy <u>Baseline:</u> No DRM communication strategy <u>Target:</u> 10 strategies implemented <u>2013 Target</u> DRM communication strategy developed</p>	<p>Set up mechanism for community based DRR activities at local level (i.e. development of ToRs, criteria for awarding grants, modus operandi for the grant initiative)</p>			
	<p>Establish a gender disaggregated disaster database (training, data collection, technical support etc)</p>			
	<p>Review the national EWS and identify overlaps, gaps and needs.</p>			
	<p>Formulate and operationalize a national communication strategy on DRM</p>			

<p>Indicator : Number of DRM related data bases that are linked and periodically updated <u>Baseline:</u> 1 database with no linkages <u>Target :</u> 8 databases linkages <u>2013 Target :</u> Detailed database established including appropriate linkages</p> <p>Indicator: % of households adopting mitigative and risk reduction initiatives in the disaster prone districts <u>Baseline:</u> 30% of HH adopting mitigative measures <u>Target:</u> 80% of households <u>2013 target:</u> Grant Facility for community based DRM activities set up</p> <p>Indicator: Number of districts with resource centers <u>Baseline:</u> No DRM resource centers <u>Target:</u> 14 resource centers <u>2013 Target:</u> Inclusion of DRM Materials in 7 District Climate Information Centers</p> <p>Indicator: Number of government agencies, CSOs with access to data and reports on impact of natural disasters: <u>Baseline:</u> <u>Target:</u> <u>2013 target:</u> EWS information flows reviewed</p>	<p>Support the inclusion of DRM materials and information in 7 District Climate information centers</p>			
<p>OUTPUT 3: Coordination mechanisms and implementation arrangements for DRM/DRR established and used at national level and in the 15 disaster-prone districts.</p> <p>Indicator: Number of Sector Working Group (SWG), Steering Committee (SC), Technical</p>	<p>Establishment of</p> <ul style="list-style-type: none"> • Malawi National Platform (NP) as a coordination mechanism for DRM/DRR under UNISDR guidelines • DRM donor coordination forum <p>Participate in relevant DRR meetings/conferences i.e. Global Platform, SARCOF pre-season</p>			

<p>Committee (TC) and DRM Platform meetings <u>Baseline:</u> No DRM platform and irregular SWG meetings <u>Target:</u> 10 platform meetings, 10 SWG meetings and 20 TCs and SCs <u>2013 Target:</u> - National DRM Platform established - SWG group operational and meets at least 2 times - TC function taken up by National Platform - Development Partner coordination established and inputs in Platform and SWG provided</p> <p>Indicator: Number of simulation exercises and updated contingency plans <u>Baseline :</u> • 1 simulation exercise • 14 contingency plans and one national contingency plan <u>Target :</u> • 20 simulation exercises (4/yr) • 15 reviewed and operationalized contingency plans <u>2013 Target:</u> • 2 simulation exercises • 14 Contingency Plans reviewed</p> <p>Indicator: Number of partner compliant to the Operational Guidelines on DRM <u>Baseline:</u> 7 partners <u>Target:</u> 15 partners <u>Target 2013:</u> National Platform established including all relevant partners, and Operational Guidelines discussed and agreed</p> <p>Indicator: Number of targeted DCPC, ACPs and VCPCs established, trained and functional <u>Baseline:</u> 30% of CPCs, ACPCs and VCPCs functional and trained <u>Target:</u> 80% of ACPCs and VCPCs functional and trained</p>	<p>Support simulation exercises at community , district and national level</p>			
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<p>OUTPUT 4: Monitoring and Evaluation</p> <p>Indicator: Number of sector Ministries and assemblies that have established M&E systems that are operational <u>Baseline:</u> 5 <u>Target:</u> 11</p> <p>Indicator: % of trained sector staff using M&E skills in their work. <u>Baseline:</u> 35% <u>Target:</u> 80%</p> <p>Indicator: Number of Assemblies who have gender-disaggregated information reflected in selected sector reports such as for education, health, gender and agriculture <u>Baseline:</u> 4 Districts <u>Target:</u> 11 Districts</p>	<ul style="list-style-type: none"> • Monitor DRR activities (this includes post disaster assessments) 			
<p>OUTPUT 5: Project management</p>	<ul style="list-style-type: none"> • Technical Support (DRM Advisor, Finance Analyst) <p><i>Convene stakeholder meetings;</i></p> <ul style="list-style-type: none"> • Sector Working Group • Tripartite review meetings • Technical committee meetings • Review meetings • HACT/Audit 			

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