

MYANMAR HCT

Minimum Preparedness Actions – MPA (Update May 2016)

Minimum Preparedness Actions (MPA) establish a minimum level of emergency preparedness in country. MPAs are based on a multi-hazard approach and are not risk specific.

C Completed
 O Ongoing
 N Not started

INTER AGENCY MINIMUM PREPAREDNESS ACTIONS					
#	Risk Monitoring	Status	Due date	Lead	Actions Taken
1	Revise annually the risk assessment and provide updates to the HC/HCT on new risks as they arrive	C	n/a	OCHA	Monitoring on-going
Coordination & Management Arrangements		Status	Due date	Lead	Actions Taken
2	One pager on HCT coordination structure for response	C	n/a	HCT	
3	One pager on the Government coordination structure for response at State and Union levels	O	On-going		NDMC under revision
4	One pager with information on government procedures /protocols on requirements for organizations to support government during disasters such as visas, travel authorization or custom clearances	O	On-going	RC/HC, OCHA	
5	Establish protocols for civil-military cooperation/coordination with the Government	O	Starting	RC/HC, OCHA	
6	Compile a list of government and humanitarian counterparts in prone areas (Rakhine, Ayeyawaddy, Mandalay, Sagaing, Chin and Magway)	C	n/a	OCHA	
7	Update annually the inter-agency and sector Standing Operating Procedures (SOP) for disaster response	C	n/a	OCHA & ICCG leads	
Operational Capacity & Arrangements to deliver relief and protection		Status	Due date	Lead	Actions Taken
8	Update annually the contingency plan for the scenario of cyclone response in Rakhine	C	n/a	OCHA & ICCG leads	
9	Identify sector capacities in case of emergencies, including contingency relief supplies, partners and human resources surge needs , available surge mechanisms at regional or global level (stand-by partnerships, internal deployment, external recruitment, others) and mechanisms for their activation.	C	n/a	ICCG leads & OCHA	Sector/clusters know their mechanisms
10	Conduct interagency pre-crisis cash feasibility assessment with recommendations	O	Q3 2016	WFP & OCHA	
11	Guidance for private sector on sector key immediate needs in disaster response	O	Q3 2016	UNDP & OCHA	
12	Conduct regular simulation exercise to test ERPP , including joint exercises with Government when feasible	O	On-going	OCHA	Rakhine planned for 2016
Assessments		Status	Due date	Lead	Actions Taken
13	Ensure MIRA assessment forms and SOP are ready and critical staff trained in their use	C	n/a	OCHA & ICCG leads	
14	Support the Government in improving Damage and Loss collection, transmission and collation of data	O	On-going	MIMU & OCHA	
Information Management		Status	Due date	Lead	Actions Taken
15	Update and disseminate quarterly the Common Operational Datasets (COD) and Fundamental Operational Datasets (FOD)	C	n/a	MIMU	
Reporting		Status	Due date	Lead	Actions Taken
16	Ensure report templates are available and shared with reporting focal points	C	n/a	OCHA	
17	Ensure that reporting focal points have been identified in cluster/sector lead agencies	C	n/a	All	
Public Information and Communication with Communities		Status	Due date	Lead	Actions Taken
18	Put in place a protocol on how to handle media issues at country level, and identify a spokesperson	C	n/a	HACG	
19	Maintain up to date lists of national and international media and media contacts in the country	C	n/a	HACG	
20	Develop agreed guidelines for coordination of emergency communications with communities	O	Q3 2016	OCHA	
21	Develop agreed sector priority messages for the affected community to reduce their risk	C	n/a	OCHA & ICCG leads	
Resource Mobilization		Status	Due date	Lead	Actions Taken
22	Develop a Pre-Flash Appeal to be adapted to any emergency	C	n/a	OCHA	

