

**National Committee for Disaster  
Management in Cambodia**

**POLICY DOCUMENT**

## LIST of ACRONYMS

CCD	- Cabinet for Civil Defense
CCG	- Cambodian Coast Guard
CDMs	- Committees for Disaster Management
CRC	- Cambodian Red Cross
CMO	- Council of Ministers Office
CoM	- Council of Ministers
DBM	- Department of Budget Management
DCCDM	- District Committee for Disaster Management
DGA	- Director General of Administration
DHTE	- Department of Higher and Technical Education
ECC	- Emergency Coordination Center
EPU	- Emergency Preparedness Unit
EMU	- Emergency Management Unit
FAU	- Finance and Administration Unit
IDNDR	- International Decade for Natural Disaster Reduction
IO	- International Organization
MAFF	- Ministry of Agriculture, Forestry and Fisheries
MCCDM	- Municipal Committee for Disaster Management
MCRA	- Ministry of Cults and Religious Affairs
MECC	- Municipal Emergency Coordination Center
MEF	- Ministry of Economy and Finance
MEYS	- Ministry of Education, Youth and Sport
MFAIC	- Ministry of Foreign Affairs and International Cooperation
MIME	- Ministry of Industry, Mines and Energy
MND	- Ministry of National Defense
MINF	- Ministry of Information
MINT	- Ministry of Interior
MLMUPC	- Ministry of Land Management, Urban Planning and Construction
MOE	- Ministry of Environment
MOH	- Ministry of Health
MOSALVY	- Ministry of Social Affairs, Labour, Vocational Training, & Youth Rehabilitation
MOT	- Ministry of Tourism
MPT	- Ministry of Posts and Telecommunications
MPWT	- Ministry of Public Works and Transport
MRD	- Ministry of Rural Development
MWAV	- Ministry of Women's Affairs and Veterans
MWRM	- Ministry of Water Resources and Meteorology
NCDM	- National Committee for Disaster Management
NGO	- Non-Government Organization
PECC	- Provincial Emergency Coordination Center
PCDM	- Provincial Committee for Disaster Management
PMO	- Prime Ministers Office
RGC	- Royal Government of Cambodia
SAR	- Search and Rescue
SSCA	- Secretary of State for Civil Aviation
STC	- Scientific and Technical Committee
UNDP	- United Nations Development Program

## INTRODUCTION

The flooding that occurs throughout the Basin of the Mekong River in Cambodia as a result of seasonal rains is only one phenomenon that makes Cambodia one of the most disaster-prone countries in Asia. Each year, such flooding causes the loss of life of property, hinders agricultural production, and causes destruction to public infrastructure. Cambodia's vast flood plain is one of the country's most prominent geographical features, making large portions of the country prone to flooding by the Mekong River and from heavy rainfall. The majority of Cambodians living in these low-lying areas depend upon subsistence farming for their livelihoods. Thus, the yearly occurrence of floods and other disasters result in grave consequences for rural population throughout the country in terms of maintaining a secure level of sustenance. Ultimately, the consequence of this seasonal flooding can be defined in terms of an overall negative effect on the economic development of the country.

In 1995, as a result of the country's experience with regularly occurring disasters, the Royal Government of Cambodia established a National Committee for Disaster Management (NCDM). The NCDM's responsibilities are defined in terms of, not only with providing timely and effective emergency relief to the victims of disasters, but also with developing preventive measures to reduce loss of lives and property. This will be accomplished by applying scientific and technical knowledge to mitigate disaster. In the Royal Government's second term of office, Prime Minister Hun Sen made an amendment to the old Sub-Decree by preparing a systematic mechanism that guarantees efficacy and accuracy for implementing disaster management.

Disaster management is a top priority regionally, as well as internationally, regardless of whether the cause of the disaster is natural or man-made. Disaster management, preparedness, and mitigation, together with an effective emergency response mechanism are major defining objectives of the NCDM. In order to achieve such strategic objectives, the NCDM will strengthen the capacity of the different levels of existing Committees for Disaster Management (CDMs). Similarly, the NCDM intends to establish such committees where they do not already exist in an effort to ensure efficiency in joint disaster management.

The formalization of responsibilities and procedures within this policy document is a fundamental step towards strengthening the disaster management process throughout Cambodia. The NCDM policy document provides a comprehensive approach to disaster management that considers the entire range of possible disasters that could occur, as well as outlining the response required in any given emergency situation. Capacity-building mechanisms will be an on-going process for the foreseeable future, together with the establishment of facilities and technical resources, as Committees for Disaster Management become operational at all levels of Cambodian society. In this respect, this policy document will serve as a foundation from which to build an efficient and effective process for disaster management.

## Part I

# Organizational Structure for Disaster Management, Roles and Responsibilities

### I. The Organizational Structure at the National Level

With reference to Sub-decree N° 54 dated 14 June, 1999, of the Royal Government of Cambodia, the membership of the NCDM is as follows:

- |   |                |
|---|----------------|
| 1. Prime Minister of the Kingdom of Cambodia (PMO)  | President      |
| 2. Minister of Interior (MINT)  | Vice President |
| 3. Minister of National Defence (MND)   | Vice President |
| 4. Council of Ministers Office (CMO)  | Member         |
| 5. Minister of Economy and Finance (MEF)  | Member         |
| 6. Minister of Foreign Affairs and International Cooperation (MFAIC)  | Member         |
| 7. High Ranking official, an Honorable member to the Committee<br>in charge of special coordinating mission | Member         |
| 8. Minister of the Water Resources and Meteorology  | Member         |
| 9. Representative of the High Command of the Royal Cambodian<br>Armed Forces                                | Member         |
| 10. Secretary of State for the State Secretariat for Civil Aviation   | Member         |

Furthermore, all Ministries and Institutions concerned shall collaborate closely with NCDM when necessary in an emergency situation.

Additionally, the National Committee for Disaster Management shall adopt the CRC as its main partner with which to jointly conduct relief operations in times of disaster.

Lastly, the National Committee for Disaster Management is a National Institution of the Royal Government. It has a General Secretariat that acts as an implementing unit within NCDM Headquarters in order to provide advice to the Royal Government on the issue of Disaster Management. (See Annex 1 for organizational charts.)

### II. The Organization of the Structure of the Provincial/Municipal Committee for Disaster Management

At the Provincial/Municipal level, there shall be a Committee for Disaster Management (CDM) with the following membership:

- The Provincial/Municipal Governor
as President
- The Deputy Governor
as Vice President
- The Chiefs of each relevant Government Department
as Members

The Committee shall establish a secretariat in order to facilitate the operation and coordination of work to be undertaken.

### III. Organization of the Structure of the District Committee for Disaster Management

At the District/Precinct levels, there is a District/Precinct Committee for Disaster Management with the following membership:

- The Governor of the District/Precinct as President
- The Deputy Governor as Vice-President
- The chiefs of each relevant office of the District/Precinct as Members

The committee shall establish a secretariat in order to facilitate the operation and coordination of work to be undertaken.

### IV. The Roles and Responsibilities Of the NCDM

- Issue necessary guidelines related to Disaster Management;
- Make recommendations to the Council of Ministers on disaster prevention, preparedness, mitigation, emergency response and rehabilitation measures after the impact through the collaboration with relevant institutions, NGOs, UN agencies and neighboring countries;
- Counsel the Provincial/Municipal/District/Precinct Committee for Disaster Management on disaster management and disaster operations;
- Submit request on needs and use of resources like funds, materials, means of transport, fuel and other necessary materials for intervention and for repairing damage when disasters occur;
- Co-ordinate work with UNDP, IOs, NGOs and relevant ministries as well as with communities of donors; so as to collaborate in disaster management;
- Appeal to other national institutions to provide assistance for these activities.

### V. The Roles and Responsibilities of the NCDM General Secretariat\*

#### A. General Tasks

The General Tasks of the NCDM General Secretariat are:

1. To collaborate with relevant institutions on training the members of the Provincial/Municipal Committee and with regard to disseminating important information to the public.
2. To conduct damage assessments and needs analyses.

\* While the NCDM General Secretariat refers to the organization's implementing body, references to the NCDM hereinafter refer to the President, Vice-Presidents (2), and members (7).

3. To make recommendations to the National Committee for Disaster Management (NCDM) regarding the declaration of an emergency in devastated areas at the national level as well as the declaration of an emergency by Governors at Provincial/Municipal levels.
4. To develop guidelines on emergency preparedness, emergency operations, prevention and mitigation measures, and proposals for rehabilitation projects to be submitted to the NCDM for approval and implementation;
5. To prepare hazard assessments and conduct vulnerability analyses;
6. To co-ordinate with relevant institutions and organizations in order to establish MCDM/PCDM/DCDM communication systems;
7. To co-ordinate efforts with institutions, organizations and the CRC in order to enhance assistance in terms of evacuation, provision of a safe haven, security, establishing a public awareness program with regard to disaster preparedness, and preparing other programs;
8. To prepare rehabilitation and reconstruction programs;
9. To establish a Scientific and Technical Committee (STC) with the participation of specialist officials from relevant ministries, in addition to UN agencies which have the duty to identify National Policy plans and procedures for monitoring the technical aspects of activities undertaken by the concerned ministries and agencies relative to the implementation of relief, disaster preparedness and prevention as well as to propose revisions, amendments and changes to National Policy for Disaster Management, based on technical issues;
10. To formulate recommendations to sub-levels of the NCDM on the implementation of National Policy for Disaster Management;
11. To report regularly to NCDM on the situation and activities of disaster management.

## **B. Emergency Co-ordination and Rehabilitation Program**

### **The program shall:**

- Establish a command structure in terms of emergency relief operations according to the National Policy for Disaster Management upon receipt of a prediction of the possibility of a disaster occurring, then submit information to relevant institutions, STC, national and international organizations as well as report to the NCDM for information and action to be taken;
- Coordinate and organize security tasks in a disaster area for staff undertaking the rescue of victims and for high-ranking officials who conduct field visits;
- Liaise with IOs, NGOs, Embassies and affected families;
- In a relief operation, identify the course of activities following the suggestions of the NCDM;
- Make recommendations to the local authorities with respect to organizing relief in affected areas in a situation of an emergency declaration and requesting funds for emergency operations;

- Establish a plan of activities pertaining to hazard mitigation and post-disaster rehabilitation.

### **C. Emergency Preparedness and Training Program**

**The program shall:**

- Prepare basic facilities, supplies for emergency response in terms of emergency;
- Advise relevant institutions on the implementation of construction codes in areas which have disaster hazards;
- Develop a human resource training program which serves the disaster management objectives at the national and sub-national levels and an information dissemination program for local communities;
- Issue news bulletins upon the occurrence of any disaster;
- Co-ordinate with relevant institutions, so as to receive information and data on disaster prediction.

### **D. Search and Rescue (SAR) Program**

**The program shall:**

- Co-ordinate and forward information to the Secretariat of State of Civil Aviation with respect to taking proper action according to operating procedures in the incidence of loss or long delay of arrival of aircraft;
- Disseminate information on accidents involving aircraft or ships and request the policy and procedures from the NCDM regarding the implementation of regulations and guidelines;
- Issue an official declaration when information has been verified regarding accident sites involving aircraft or ships;
- Make requests to the High Command of the Cambodian Royal Armed Forces for the use of facilities and forces involved in search and rescue;
- During SAR operations by land, air and sea, the SAR unit shall co-ordinate with the Royal Cambodian Armed Forces and local authorities at the crash site;
- Co-ordinate with neighboring countries to collaborate in SAR operations according to the agreement on SAR co-ordination;
- Co-ordinate SAR activities with the Emergency Coordination Center of the State Secretariat of Civil Aviation which is identified as Central SAR co-ordination unit.

The implementation of SAR procedures shall be conducted according to annex 12 of the International Civil Aviation Convention.

## VI. Provincial/Municipal Committees for Disaster Management

The Committees shall:

- Implement National Policy for Disaster Management;
- Organize support and disseminate instructions for all activities of District/Precinct Committees for Disaster Management;
- Advise the NCDM on activities of relevant institutions and the CRC and with regard to national and international assistance in disaster prevention and preparedness, as well as emergency response and rehabilitation;
- Submit to NCDM, reports on damage assessment and request of funds, materials, means and resources for assistance and intervention in times of disaster;
- Implement the training curriculum in order to strengthen the technical skills of staff engaged in disaster management and conduct a public education program in local communities.

## VII. District/Precinct Committees for Disaster Management

The Committees shall:

- Implement the National Policy on Disaster Management;
- Advise Provincial/Municipal Committees for Disaster Management on current situations;
- Choose officials as candidates for Provincial/Municipal training courses on disaster management;
- Prepare and disseminate information on disaster occurrence;
- Submit PCDM/MCDM reports on damage and needs assessments;
- Lead operations at the District and Precinct levels in emergency relief, evacuation, provision of shelter and medical care in times of disaster;
- Submit PCDM/MCDM summary reports on relief operations.



## Part II

# The National Emergency Management Policy

### I. The Philosophy of the NCDM

The philosophy underpinning the policy of the NCDM is one whereby an understanding of hazards and disasters, their behavior, and the risks they pose to the communities is considered fundamental to achieving successful emergency management. This approach emphasizes four areas as being essential components of any emergency management program:

1. Hazard Analysis
2. Emergency Preparedness
3. Emergency Response
4. Disaster Mitigation

The NCDM recognizes that disasters can either be man-made or natural. Furthermore, the consequences of human activities can eventually lead or contribute to natural disasters. Thus, the National Emergency Management Policy is based on an understanding of four key concepts defined in the following section.

#### A. Disaster Management Terminology

- |                            |  |
|----------------------------|--|
| <b>* Hazards</b>           | any phenomenon, material or structural that has the potential to cause disruption or damage to people, their property or their environment. Hazards can be classified as either natural or man-made; |
| <b>* Emergency</b>         | the actual effects of hazards to which a management process needs to be applied;   |
| <b>* Disaster</b>          | an event in which the impact of a hazard results in unacceptable levels of damage or numbers of casualties;  |
| <b>* Vulnerable Groups</b> | those who because of constraints of an economic, social, ethnic, physical or geographic nature, are less able to cope with the impact of hazards than other members of their community or society.   |

#### B. Additional Important Concepts

##### \* Emergency Preparedness Program

An integrated program of long term, multi-sectoral development activities that create the kind of supportive political, legal, managerial, financial, and social environment that will result in the coordinated and efficient use of available resources with respect to:

*[1] minimizing the impact of hazards on communities, and*

[2] *managing the transition from emergency relief to recovery, reconstruction and rehabilitation, in accordance with existing goals and plans for sustainable development.*

The goal of the emergency preparedness program is to achieve ever-higher levels of sectoral, institutional or national readiness in the face of disaster.

**\* Readiness for Emergency Response**

*a state of readiness for emergencies exists when an environment has been established in which communities, through their public, private and voluntary services and institutions, are ready and able to cope effectively at any time with both the impact and consequences of most hazards, with little or no external assistance*

**\* Declaration of a State of Emergency**

*an official state where extraordinary administrative procedures for coping with a hazard are activated and reserved powers for designated officials are involved by a government, organisation or institution*

**\* Declaration of a State of Disaster**

*an official state where extraordinary administrative procedures that are activated for an emergency response are declared insufficient to cope with the impact of a hazard, and therefore external agents are required to assist or to take over managerial responsibility*

**II. NCDM Responsibility**

**A. General Areas of NCDM Responsibility**

The general areas of responsibility of the NCDM in terms of fulfilling its obligations are with respect to:

- 1- Emergency Preparedness, in terms of strengthening the capacity of its member agencies and promoting their self-reliance at national and sub-national levels.
- 2- Emergency Relief, in terms of co-ordinating all agents active in emergency management and to liaise with international agencies for support and collaboration;

The outcome of undertaking these responsibilities will be realized with respect to strengthening the levels of readiness to respond for all agents active in emergency management in Cambodia.

**B. Specific Areas of NCDM Responsibility**

In order to achieve this goal of raising levels of institutional readiness in Cambodia, the NCDM has identified six key areas of specific responsibility. The outcome of undertaking these responsibilities will be realized in terms of strengthening the technical and

managerial capability of communities, through their government bodies, organizations and institutions, and to deal effectively with hazards and their consequences.

*The specific areas of responsibility for the NCDM are:*

1. The co-ordination of emergency management at the national and sub national levels.
2. To promote the development of national legislation and national policy for emergency management.
3. To promote the development of plans and procedures for emergency management.
4. To strengthen institutional and human resources for emergency management.
5. To promote the development of programmes for public education, public awareness and community participation in emergency management.
6. To promote the collection, analysis and dissemination of information related to emergencies and disasters.

### **III. Disaster Management Strategy**

#### **A. NCDM Strategy**

The strategy of the NCDM is as follows:

1. Employing an institutional philosophy based on the understanding and use of relevant concepts such as hazard analysis and disaster management, together with Disaster Mitigation and rehabilitation and other similar or alternative concepts.
2. Emphasize linking emergency management to the national development strategy.
3. Promotion and support the implementation of the International Decade for Natural Disaster Reduction (IDNDR) Yokohama Strategy and Plan of Action for a Safer World.
4. Emphasize the co-ordination function of the NCDM.
5. Adopt a partnership approach with other actors having a stake in disaster management, including government Ministries and Departments, Bureaus, Corporations, Authorities and Agencies, technical and academic institutions (local and international), inter-governmental bodies, donors, local and international NGOs and UN agencies. In addition, intensify the collaborative relations between the CRC and the NCDM.
7. Develop a collaboration network with training and research centers.
8. Focus on key issues as identified by the members of the NCDM.
9. Adopt a role for the NCDM with regard to general safety promotion.
10. Adopt a role for the NCDM in terms of advocacy for the protection of victims, emergency response personnel and infrastructure in emergency situations.

11. Promote and encourage a spirit of self-reliance and mutual benefit within government agencies and local communities.

#### **D. THE NCDM Sub-National Strategy**

The following elements have been identified as priorities of the NCDM strategy for working at the sub-national level:

1. Work primarily through the Provincial, Municipal and District/Precinct CDMs.
2. Ensure that the provision of emergency and humanitarian relief is timely, relevant and well co-ordinated.
3. Co-operate with local community organisations with respect to emergency response operations.
4. Encourage national programmes for emergency management in order to support local initiatives.
5. Ensure that emergency response can be deployed in order to promote longer-term development.
6. Provide support for rehabilitating damaged infrastructure.
7. Use all available resources in the local area before asking for assistance from other areas or higher authorities.
8. Broaden activities to include sectors other than the government with respect to disaster reduction activities.
9. Assess and analyse the vulnerability of communities, their environment and their infrastructure with respect to specific hazards.
10. Strengthen and streamline the procurement, supply and personnel procedures.
11. Promote local purchasing and employment of local expertise.

#### **IV. Implementation Guidelines**

The general implementation guidelines have been established in order to ensure the efficiency of the emergency response by way of strengthening capacity and capability throughout the organizational structure of the NCDM.

In Cambodia, multi-dimensional coping strategies are employed with regard to disasters and it is necessary that these be implemented simultaneously and according to the guidelines of the NCDM policy in order to encourage the efficient use of human resources. To achieve this we must adopt the following tasks:

- 1- Self-reliance shall be developed by promoting and encouraging the spirit of self-help and mutual assistance among local officials and their constituents.
- 2- Each ministry/institution shall utilize all available resources in its respective area before asking for assistance from other institutions or from the Royal Government.
- 3- It shall be the responsibilities of the authorities at all levels to coordinate and cope directly with the difficulties of the people.

- 4- It shall be the responsibilities of all the ministries/institutions to have documented plans for emergency response activities.
- 5- When an emergency affects several villages, communes or districts, the provincial authority shall ensure that there will be efficient management with respect to the use of means of transport, facilities, relief personnel, and other material resources in order to expedite shared responsibility regarding joint disaster management.
- 6- The Royal Government of Cambodia will support local governments for the duration of the emergency.
- 7- Exercises and drills shall be prepared for the staff who will participate in relief operations in order to ensure effective implementation of activities.

**Pre-disaster implementing principles are:**

- To establish a draft declaration of the National Policy for Disaster Management;
- To supervise the capacity for Disaster Preparedness across the country;
- To support national disaster planning;
- To issue guidelines for local disaster planning;
- To determine the range of disaster management responsibility;
- To supervise the organization of stockpile of goods;
- To organize and assist in the establishment of an information dissemination system pertaining to disaster;
- Assist in providing public awareness regarding disaster preparedness;
- To assist in conducting relevant research to enhance disaster management;
- To coordinate the work of disaster management training;
- To encourage risk prevention and mitigation;
- To ensure the efficacy of relations and cooperation among all agencies concerned.

**Implementing principles during and after a disaster are:**

- To initiate assessments with respect to damage incurred and needs required;
- To collect, analyze and disseminate information related to the disasters experienced;
- Coordinate operations;
- To advise the Royal Government on the declaration of a State of Emergency;
- To advice the Royal Government on the issue of an appeal for international assistance;
- To coordinate efforts regarding international relief assistance;
- To produce regular reports regarding the situation of national disaster and national response;
- To coordinate rehabilitation and reconstruction planning;
- To initiate the assessment of lessons learned after a disaster situation has passed.

## V. Benefits from a National Emergency Management Policy

The NCDM will assist Ministries, Department, Bureaus, Corporations, Authorities and Agencies to prepare for and respond to emergencies. The following outputs can be expected upon the establishment of a strong and active NCDM:

1. National policies, national plans and standard procedures for emergency management;
2. Managerial units within each of the Ministries, Departments, Bureaus, Corporations, Authorities and Agencies mandated for a role in emergency preparedness and emergency response activities, including mechanisms for participating in inter-sectoral co-ordination processes;
3. Funds for emergency preparedness and emergency response from international donors and agencies as well as from national sources;
4. Mechanisms for receiving and accounting for international assistance during an emergency;
5. Plans and procedures for emergency preparedness and emergency response for each of the Ministries, Department, Bureaus, Corporations, Authorities and Agencies. For example, with respect to health services: disaster medicine, prevention of mass casualties, coordination of hospital operations, temporary emergency services, epidemiology and disease surveillance, nutrition, environmental health, hazard-specific plans, resource management etc.;
6. Co-ordinated Ambulance, Fire, Police, First Aid and Search and Rescue services;
7. An emergency management component for the curricula of all sectoral and public service training institutions;
8. Providing manuals, guidelines, reporting formats, a technical reference series and training materials;
9. Cycles of refresher training for emergency management, procedures including simulation exercises and drills;
10. Communication and information systems for emergencies, including databases; stockpiling and buffer stocks;
11. A national development planning process which includes data relevant to emergencies, including early warning systems;
12. Public information, public awareness and community participation programmes for the enhancement of public information and community participation aspects of emergencies;
13. Reduction in the number of deaths and injuries and levels of property damage caused by the effects of hazards, and consequently, preservation of national wealth.

## **VI Declaration of Policy**

*Therefore, it is the policy of the State that:*

1. Self-reliance shall be developed by promoting and encouraging the spirit of self-help and mutual assistance among local officials and their constituents.
2. The primary responsibility for emergency management rests on the mandated government agencies in the affected areas in collaboration with local people themselves and in co-ordination relevant local authorities.
3. This responsibility will be exercised through a Provincial or Municipal declaration of a State of Emergency.
4. The Royal Government may assume control of a crisis by declaring a State of Disaster.
5. All government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies and administrative sub-divisions of the country shall set aside a reserve within their respective budgets in order to establish an Emergency Relief Fund.
6. It shall be the responsibility of all administrative subdivisions of the country to have documented plans of their emergency functions and activities.
7. It shall be the responsibility of all government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies to have documented plans of their emergency functions and activities.
8. Each administrative subdivision of the country shall utilise all available resources within its respective area before asking for assistance from neighbouring entities or higher authorities.
9. All government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies shall utilise all available resources before asking for assistance from other entities or higher authorities.
10. In the absence of a duly constituted Provincial government, national government offices at the Provincial level shall be led and operationally controlled by an official so designated by the General Secretariat of the NCDM.
11. Planning and operation shall also be done on the District, Commune and Village level on an inter-agency, multi-sectoral basis to optimise the utilisation of resources.
12. Responsibility for leadership rests primarily with the Provincial and Municipal Governors.
13. All District leaders shall, in advance, designate evacuation areas for use in emergencies and define plans for providing essential services to those sites when in use.
14. When an emergency affects an area covering several towns and cities, the local CDMS, their personnel and their facilities shall be placed under the operational control of the Provincial or Municipal Governor for the duration of the emergency.
15. The national government exists to support the local governments. In time of emergencies and according to their level of assignment, all national

government offices in the field shall support the operations of the local government.

16. To ensure that all responsible agencies, their staff and the public are familiar with policy, plans and procedures, periodic exercises and drills shall be conducted at all levels, with specific emphasis at the District level.

## VII. Special Policy Issues

### A. *Declaration of a State of Emergency or a State of Disaster*

A Governor of a Province or a Municipality may declare a State of Emergency when conditions are such that the province or municipality has insufficient human or material resources to control a particular hazard. In declaring a state of emergency the governor concerned shall seek ratification from the NCDM within 24 hours. A declaration of a state of emergency devolves special powers on specific government officials and is *de facto* a request for the NCDM to provide national resources to the affected province or municipality. In proclaiming a State of Emergency, the Governor retains leadership of the management of the crisis.

The President of the NCDM may declare a State of Disaster when the threat of a hazard is such that the Royal Government of Cambodia has insufficient resources to deal with the relief effort. Declaration of a State of Disaster empowers the NCDM to take over management of the problem from local authorities and authorizes the Secretary General of the NCDM to seek international assistance, both financial and material.

### B. *Procedures and Criteria for Recommending a Declaration*

#### B1. Procedures

- Whenever an emergency occurs, the CDM of the affected district(s), assisted by the MCDM or PCDM, shall immediately undertake a damage and needs assessment of the area.
- After an assessment of the damages has been made and immediate needs identified, the MCDM or PCDM concerned shall, in the fastest means possible, submit a report thereon and recommend to the NCDM that a State of Emergency be declared in the affected areas and appropriate remedial measures be taken.
- The NCDM, after immediate and thorough verification, assessment and evaluation of the reports on damages, shall recommend that the NCDM President ratify the declaration of a State of Emergency in the affected areas.

#### B2. Criteria for Declaring a State of Emergency

A Governor may recommend that a Municipality or Province be placed under a State of Emergency. This may be done when two or more of the conditions listed below occur as a result of a disaster precipitated by either destructive storms, major accidents, floods lasting for at least one week, epidemics and drought.

1. At least thirty percent (30%) of the population of the Municipality or Province is affected, in that their dwelling units have been destroyed, and they are in need of emergency assistance; or



2. There is disruption of the primary lifelines necessary to supply shelter, energy, potable water and food that cannot be restored within one (1) week; **or**
3. There is disruption of secondary lifelines such as transport, communications and other related systems which cannot be restored within one (1) month; **or**
4. A significant number of the means of livelihood such as fishing boats, vehicles and the like are destroyed; **or**
5. Major roads and bridges are destroyed or will be impassable for at least a week, thus disrupting the flow of transport and commerce; **or**
6. There is widespread destruction of fishponds, crops, poultry and livestock, and other agricultural products.

### **B3. Criteria for Declaring a State of Disaster**

The NCDM may recommend that a Municipality or a Province be placed under a State of Disaster whenever the conditions for declaration of a State of Emergency are present, and the level of damage, or the level of managerial expertise required to deal with that hazard is beyond the capability of the local authorities.

### **B4. Measures to be Undertaken**

The Declaration of a State of Emergency or a State of Disaster shall make it mandatory that the following measures be immediately undertaken by the concerned agencies. The objective is to mitigate the effects of the disaster and stabilize the situation in the affected areas:

1. The Ministry of Industry, Mines and Energy will be responsible for controlling overpricing of prime commodities and preventing the hoarding of the same.
2. Apportioning or reapportioning funds for the repair of public infrastructure and buildings.
3. Granting to bona-fide victims, special loans or restructuring of existing loans by government financing or lending institutions.
4. Deferring or placing a moratorium on the payment of taxes and amortisation of debts due the government, upon certification by the proper authorities.
5. Release of Emergency Relief Funds to agencies involved in relief operations and in rehabilitation and restoration of damaged infrastructure.

## **VIII. Policies and Procedures in Requesting, Allocating, Releasing and Monitoring of the Emergency Relief Funds**

### **A. Policies**

1. A declaration of a State of Emergency or State of Disaster within affected areas shall be the basis upon which Emergency Relief Funds will be released by the Prime Minister.

2. A declaration of a State of Disaster shall be considered as an authorisation for the NCDM to take over direct management of the crisis from local authorities and seek international support in doing so.
3. Upon release of Emergency Relief Funds, priority shall be given to emergency relief operations, medical assistance, and immediate repairs of damaged infrastructure.
4. Emergency Relief Funds shall be released directly to the following implementing Ministries, Departments, Bureaus, Corporations, Authorities and Agencies for the stated specific purposes:
  - MOSALVY - for emergency relief and rehabilitation assistance to victims;
  - MOH - for medical assistance to victims;
  - MPWT - for immediate repair or restoration of damaged vital infrastructure which includes school buildings, transportation facilities and infrastructure;
  - MEYS - for replacement of materials and restoration and repair of school buildings (including libraries, laboratories, toilet blocks) to be undertaken in co-ordination with MPWT;
  - MAFF - for assistance to the agricultural sector;
  - MPT - for repair/restoration of basic communication facilities and infrastructure;
  - MND - through the Armed Forces of Cambodia - for backup support to mandated authorities in relief, rescue and evacuation activities, repair of vital communications links, general transport activities and the repair and rehabilitation of public utilities;
  - Other Ministries, Departments, Bureaus, Corporations, Authorities and Agencies requiring immediate repair and restoration of vital infrastructure and facilities, according to guidelines on priority allocations as defined in the rules and regulations for administering the Emergency Relief Fund.
5. Emergency Relief Funds may not be released directly to local government units.
6. Requests for Emergency Relief Funds shall not be considered for restoration/reconstruction of damaged buildings located in areas of high risk of seismic activity, mudflows, storm surges, tidal waves (tsunamis) and flooding except as may later be recommended by MPWT.
7. Ministries, Departments, Bureaus, Corporations, Authorities and Agencies involved in emergency operations shall first use their available resources to support their activities.
8. Requests for Emergency Relief Funds by implementing agencies shall be submitted to the General Secretariat of the NCDM for evaluation by the Scientific and Technical Committee which will forward its recommendations to the General Secretariat of the NCDM within 24 hours of receipt.

## **B. Procedures**

### **B1. Emergency Relief and Rehabilitation Operations**

For any emergency, the DBM shall make funds available from regular sources for use in urgent emergency relief operations, medical assistance and immediate repairs of damaged infrastructure to be undertaken by the MOSALVY, MOH, MPWT or MND.

In addition, the NCDM may instruct the Department of Budget Management (DBM) to make specified amounts available from the Emergency Relief Fund, according to the following procedures:

### **B2. Emergency Relief Fund for Recovery and Rehabilitation**

1. The local Committees through the implementing agencies shall undertake surveys of damage within their areas of responsibility and submit within the earliest possible time detailed damage and needs assessments, indicating priorities, through the established channels for submission to the NCDM.
2. A request for release of Emergency Relief Funds must include an annex with reports of damages to infrastructure, including the additional supporting documents such as photographs, etc. This shall be submitted by the Provincial Engineer through the MPWT Office, which shall review, prioritise and consolidate reports of damage in the province and submit it to the Minister of Public Works and Transport, who in turn will submit the request to the NCDM.
3. In case of damaged school buildings and local government infrastructure, the requirements for repair and restoration shall be co-ordinated by the MPWT with the MEYS and Director-General of Administration (DGA).
4. The request for Emergency Relief Funds by departments and agencies concerned in restoration and rehabilitation activities shall be supported by a work programme with cost estimates.
5. The NCDM Scientific and Technical Committee shall evaluate and prioritise the requests submitted by the implementing government agencies.
6. The NCDM, through its Secretary General, shall submit the request through the Ministry of Economy and Finance (MEF) to the NCDM for approval.
7. Upon approval of the NCDM, the MEF shall release the funds to the implementing agencies concerned, informing the Secretary General of the NCDM of such releases.
8. Upon the release of the funds, the implementing agencies shall undertake the immediate implementation of their respective work programmes.
9. Upon the completion of their respective work programmes, the implementing agencies shall submit a financial and narrative report to the NCDM within thirty (30) days of completion.

### **B3. Additional Release of Emergency Relief Funds**

1. In the event that there are requests for release of additional Emergency Relief Funds from local Committees, the requested amount, together with the report on damages and other documents to substantiate the claim shall be submitted to the NCDM for review, prioritisation and consolidation.

2. The implementing Ministries, Departments, Bureaus, Corporations, Authorities and Agencies shall return any unused funds from the Emergency Relief Fund released for that particular emergency.

#### **B4. Monitoring the Utilization of Emergency Relief Funds**

The NCDM is the statutory body responsible for ratifying any declaration of a State of Emergency in affected areas and authorizing the release of Emergency Relief Funds. As such, it shall monitor the utilization of such funds for relief and rehabilitation activities and shall prepare reports for submission to the NCDM.

To this end:

1. Agencies concerned shall submit monthly statements of utilisation of Emergency Relief Funds.
2. These reports, together with supplementary supporting documents, shall be the basis upon which the NCDM will determine the need to recommend further releases of Emergency Relief Funds.

### **C. Reporting Requirements for Release of Funds**

In view of the above, the following guidelines are hereby adopted:

#### **C1. Data Collection**

All concerned agencies shall undertake damage and needs assessments within their scope of responsibility and according to published guidelines. These shall be submitted to NCDM in the approved format for requests for relief, within a maximum period of two (2) weeks and for rehabilitation assistance within a maximum period of two (2) months, from the onset of the emergency.

#### **C2. Relief Operations**

The local CDM, supported by the member agencies at the national level, shall undertake emergency relief operations in affected areas. The NCDM shall monitor the relief operations and activities of concerned agencies. The local CDM then shall facilitate agency requests for (additional) resource requirements not funded from their existing budget by submitting a consolidated damage and needs assessment report to the NCDM.

#### **C3. Rehabilitation**

The NCDM General Secretariat shall be responsible for consolidating proposals for rehabilitation projects and forwarding them to the Scientific and Technical Committee for evaluation. The STC shall recommend priorities to the NCDM for approval of funding. For this purpose, all agencies concerned shall adhere to the following:

1. All agencies concerned shall submit their proposed rehabilitation projects to the NCDM. In ranking their proposed projects the agencies shall be guided by the following criteria:
  - The impact (qualitative and quantitative) on or benefit to the locality.
  - The immediate availability of technical and funding support from internal sources of concerned agencies.
  - The emphasis given to rehabilitation and reconstruction of facilities directly supportive to productive activities.

- Social infrastructure and other social services components immediately needed by the locality.
- 2. Based on the above reports, the NCDM Secretariat shall prepare a consolidated rehabilitation programme and the corresponding financial plan for submission to and approval of the NCDM.
- 3. Upon approval of the Executive Committee of the MEF, through the Department of Budget Management (DBM), shall facilitate the release of requested budgetary requirements to agencies concerned.
- 4. The NCDM Secretariat shall monitor the implementation of such rehabilitation programmes and submit a report to the Office of the Prime Minister through the Council of Ministers.

#### **C4. Foreign Assistance**

In requesting foreign assistance, the NCDM shall be guided by the following policies of the Royal Government of Cambodia (RGC):

- 1. Maintaining self-reliance and national authority is essential.
- 2. Foreign emergency and rehabilitation assistance shall be solicited only when requirements arising from human and physical damages are beyond the capability of the Royal Government of Cambodia.
- 3. When offered, any foreign assistance may be accepted based on the consolidated requirements.
- 4. The NCDM shall scrutinise and prioritise all requests.
- 5. Requests to concerned foreign governments and the UN system agencies and other international bodies for external assistance for relief and rehabilitation shall be endorsed by the Ministry of Foreign Affairs and International Co-operation (MFAIC) upon determination that the resources of RGC are inadequate to meet the requirements.
- 6. The MFAIC shall inform the concerned departments/agencies and the NCDM of the assistance provided by foreign donors.
- 7. In case of cash donations, the recipient agency shall deposit their donations to the National Treasury and shall immediately notify the DBM and the NCDM. The MEF shall immediately release the funds based on prioritised requirements while the NCDM shall monitor the utilisation of said assistance by the departments/agencies concerned.

#### **C5. Source of Funds**

To ensure the immediate availability of funds, the following measures shall be undertaken:

- 1. The agencies concerned shall first use their available resources through budget realignment;
- 2. Additional funding requirements for relief and rehabilitation Programmes and Projects shall be charged to the Emergency Relief Fund subject to the approval of the President, NCDM.

**D. Policies and Procedures With Respect To Foreign Assistance for Emergencies**

**D1. Policy**

The NCDM shall be guided by the following policies:

1. Foreign assistance shall be accepted when offers are made by foreign countries or agencies.
2. Assistance shall be solicited when requirements arising from human and physical damages are beyond the capability of the Royal Government of Cambodia.
3. Requests for foreign assistance shall be submitted by the departments/agencies concerned only through the NCDM.
4. While foreign assistance may be solicited or accepted, all departments and agencies mandated for emergency management should strive to develop their capability for self-reliance.

**D2. Procedures:**

1. Foreign assistance whether requested or unsolicited shall be accepted according to the areas of responsibility of concerned agencies as follows:

Food, clothing, shelter and other basic needs	MOSALVY
Medicines & medical equipment	MOH
Agricultural assistance	MAFF
Construction materials & services	MPWT
Educational materials & school facilities	MEYS
Scientific and technological materials and services	DHTE

2. The NCDM shall make the necessary arrangements for tax exemption, landing permits, quarantine and other requirements to facilitate entry of the assistance;

3. The request for foreign assistance during emergencies shall be undertaken as follows:

- the implementing Ministries, Departments, Bureaus, Corporations, Authorities and Agencies upon determination of their needs, shall submit the formal request for multilateral and bilateral assistance to possible donors through the MFAIC and CDC, respectively. Copies of the detailed requirements shall be provided to the NCDM;
- the MFAIC and CDC shall inform the Ministries, Departments, Bureaus, Corporations, Authorities and Agencies collaborating with the NCDM regarding the availability of external assistance from donor countries or agencies;
- upon receipt of the foreign assistance, the Ministries, Departments, Bureaus, Corporations, Authorities and Agencies concerned shall inform the NCDM;
- In receiving cash donations, the recipient agencies shall observe established government procedures and requirements;

4. A Report on the utilisation or distribution of foreign donations shall be submitted to the NCDM by the recipient agencies within one month after the acceptance of the assistance.

## **Part III**

### **The National Plan for Disaster Management**

#### **I. National Emergency Management Plan**

The Secretariats at the National, Provincial and Municipal levels must co-operate closely with the CRC at all levels of planning and in emergency management. In times of a declared emergency, the NCDM General Secretariat shall collaborate with the Provincial/Municipal CDM and CRC in order to draw up specific operational plans, according to existing guidelines. The plans must be sent urgently to the NCDM General Secretariat after they are approved by the Provincial and Municipal CDM.

##### **A. First Sub-National Level**

At the Provincial and Municipal levels, there shall be CDMs established with:

1. The Provincial/Municipal Governor as Co-ordinator as President;
2. The first Deputy Governor as Vice President;
3. The Chiefs of each relevant government Department as members.

The Committee shall establish an operating facility for use as its own Emergency Co-ordination Center (ECC) and as the Secretariat, with a designated alternative in another location in the event of destruction or inaccessibility of the first choice. The Provincial and Municipal CDM have the following roles and tasks:

1. To implement national policies related to emergency management activities;
2. To establish, guide and support Commune, District and Village CDMs;
3. To advise NCDM on the prevention, preparedness, relief and rehabilitation activities undertaken by the Royal Government and the CRC, as well as local assistance received from NGOs and international organisations;
4. To report to NCDM on damage and needs in an emergency;
5. To request funds, staff and equipment from NCDM;
6. To prepare training programmes for improving the technical skills of its members.

##### **B. Second Sub-National Levels**

At the District (Commune and Village) level, CDM shall be established with the District Governor as President, the first deputy as Vice President and members from all

government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies as members.

The Committees have the following roles and duties:

1. To implement national policies related to emergency management;
2. To advise their respective Provincial and Municipal CDM with regard to update on current situation;
3. To identify candidates for national training programmes in the emergency management;
4. To prepare and disseminate information for the public in the event of an emergency;
5. To submit damage and needs assessment reports to their respective Provincial and Municipal CDM;
6. To lead operations during the emergency including relief, evacuation, provision of shelter and provision of medical assistance;
7. To submit reports to their respective Provincial and Municipal CDM at the conclusion of the relief operations.

Therefore, the organization of emergency operations in all administrative subdivisions is hereby prescribed as follows:

- In Municipalities, there is hereby constituted a Municipal CDM with the Governor as Co-ordinator. The Superintendent of the Police shall be the Deputy Co-ordinator. The Committee shall be further composed of all municipal officials as well as those national officials assigned to the municipality. The Committee shall establish an operating facility to be known as the Municipal Emergency Co-ordination Centre (MECC).
- At the Provincial level, there is hereby constituted a Provincial CDM, with the Provincial Governor as Co-ordinator. The Provincial Superintendent of the Police shall be the Deputy Co-ordinator. Furthermore, the Committee shall be composed of all provincial officials as well as relevant national officials assigned to the province. The Committee shall establish an operating facility to be known as the Provincial Emergency Co-ordination Centre (PECC).
- At the District, (Commune and Village) level, the Provincial CDM may chose to constitute the CDM. The decision to establish a CDM at this level depends on an assessment of actual need, availability of resources and capacity for supervision and support by the Province. If established, the relevant executive officer will be Co-ordinator and the senior officer of the Police shall be the Deputy Co-ordinator. The Committee shall be further composed of all district officials as well as relevant national officials assigned to the district, commune or village. Each Committee shall establish an operating facility to be known as the district, commune or village Emergency Co-ordination Centre (ECC).



## **C. General Tasks of Committees for Disaster Management**

1. Collaborate with other national institutions on training Provincial and Municipal Committee members and to disseminate essential information to the public.
2. Undertake damage and needs assessments.
3. Prepare programmes for rehabilitation and reconstruction.
4. Co-ordinate work with other related institutions, international organisations and NGOs.
5. Undertake hazard assessments and vulnerability analyses.
6. Plan for emergency relief.
7. Provide early warning and other information to the public of potential hazards.
8. Co-ordinate with institutions, organisations and CRC in order to create communication networks between the National Committee and the Provincial and Municipal Committees.
9. Ministries, Department, Bureaus, Corporations, Authorities and Agencies coordinate the activities of institutions, organisations and the CRC with the various Provincial and Municipal Committees.
10. Co-ordinate activities with institutions, organisations and the CRC with respect to providing evacuation, protective shelter, security, establishing a public awareness program with regard to being prepared for disasters, and preparing other programmes.
11. Issues interim reports and final reports for each declared emergency and disaster that include recommendations for changes in national policy and practice.

## **II. Procedures, Rules and Regulations for Implementing the Sub-Decree**

### **A. AUTHORITY**

These implementing rules and regulations are promulgated pursuant to Sub-Decree N° 54 ANK dated June 14<sup>th</sup>, 1999.

### **B. GENERAL PROVISIONS**

#### **B1. Scope**

These Procedures, Rules and Regulations shall apply to all government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies and all administrative subdivisions of the country, as well as to the private sector.

#### **B2. Purpose**

The purpose of these Rules and Regulations are:

1. To define the responsibility of each agency, office or entity mandated for emergency management capability under Sub-decree N° 54 ANK;
2. To establish procedures and guidelines for inter-agency co-ordination and dissemination of information before, during and after an emergency;
3. To generate better working relationships among the agencies concerned relative to the implementations of Sub-decree N° 54 ANK;
4. To effectively carry out policies enunciated in Sub-decree N° 54 ANK;
5. To adopt such measures; plans and programmes as may be necessary for the implementation of Sub-decree N° 54 ANK.

### ***C. ORGANIZATION, FUNCTION and RESPONSIBILITY***

1. The composition, function and responsibility of the various Committees for Disaster Management shall be as enumerated and prescribed in the National Emergency Management Plan accordingly:
  - National Committee for Disaster Management;
  - Provincial Committee for Disaster Management;
  - Municipal Committee for Disaster Management;
  - District/Precinct Committee for Disaster Management.
2. An Emergency Manual shall be prepared by NCDM which will describe in detail the organisation and operations of the NCDM. The Secretary-General of the NCDM shall co-ordinate the implementation of the emergency preparedness programme of the country.

## **III. Emergency Management Activities**

### ***A. DEVELOPMENT (PREPAREDNESS) PHASE***

Emergency Preparedness activities to be undertaken during non-emergency periods include the following.

#### ***A1. Emergency Planning***

The NCDM shall review and evaluate all plans submitted by all government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies and administrative subdivisions as well as private organisations as to compliance with advice, instructions and guidelines set forth in the National Emergency Management Plan.

#### ***A2. Organisation***

1. The NCDM shall lead the organisation of CDMs at the Provincial and Municipal levels in co-ordination with DGA.

2. Each Provincial and Municipal CDM shall be responsible for organising and supporting CDMs at District, Commune and Village level, according to their own needs and resources.
3. All other government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies, including large private institutions, shall establish their own Emergency Management Units.

### ***A3. Training***

1. The NCDM shall conduct training of members of local CDMs in co-ordination with appropriate government agencies.
2. The CRC shall assist in the training of the CDMs.
3. The MEYS shall assist in the public education campaign through integration in the school curricula of subjects relative to the different hazards, their causes and relevant precautionary measures to be undertaken in an emergency.
4. The MIME shall assist in training emergency management groups and Emergency Response Teams in responding to emergencies in large buildings used for commercial and industrial purposes.
5. The CCD shall provide guidance and assistance in the training of CDM members and Emergency Response Teams.
6. All other training activities shall be as enumerated and prescribed in the National Emergency Management Plan.

### ***A4. Drills and Exercises***

All agencies responsible for organizing emergency management shall also be responsible for the conduct of periodic drills and exercises. The MND shall assist, observe and provide critique in the conduct of drills and exercises.

### ***A5. Public Information***

The Ministry of Information (MINF), in co-ordination with the NCDM, as well as other government or private entities with facilities for disseminating information, shall conduct public information campaigns on all aspects of hazard analysis, disaster prevention and emergency management which are relevant to the public.

The NCDM, in co-ordination with the CCD, shall prepare emergency management manuals, hand-outs and other publications, as well as audio-visual materials, related to disaster prevention, control and mitigation measures.

### ***A6. Stockpiling***

1. Provisions for supply, storage and transportation of basic necessities such as food, fuel, clothing, shelter, plastic sheeting, stretchers, medical supplies and equipment, shall be given priority in any stockpiling activity.
2. The MOSALVY and the CRC shall predetermine the quantity of relief goods that might be required for particularly prone areas.

3. MOH shall stockpile medicines and medical supplies for possible deployment in affected areas.
4. Local CDMs, especially those in known hazard-prone areas, shall predetermine the emergency requirements of the community and shall take appropriate measures for stockpiling of such supplies and materials. The CDMs, the CRC and civic organisations may conduct drives for the collection of used clothing and sort, repair or mend and launder them before stockpiling for the purpose stated herein.

***A7. Communications and Warning Activities***

1. The NCDM, the CRC, the CCD and other agencies shall disseminate information with regard to warning procedures as well as precautionary measures to be taken by the public.
2. The CDMs at all levels shall be responsible for the organisation of local warning systems.
3. The owners of commercial, industrial, public access and tourist-oriented facilities shall be responsible for warning all occupants thereof of any impending emergency.
4. The warning agencies shall provide, to the fullest extent possible, information concerning impending hazards including estimated intensity, duration and so on.

***B. RELIEF PHASE***

***B1. General***

1. Emergency services likely to be needed in the emergency area are search and rescue, engineering, evacuation, first aid and medical relief, police, fire, and transportation services.
2. The above services shall be co-ordinated by the CDMs of the affected locality.

***B2. Search, Rescue and Engineering***

1. The CDMs shall supervise search, rescue and engineering activities within their areas of responsibility.
2. In case of air crashes outside an airfield, the nearest CDM shall undertake initial response until the arrival of the Secretary of State, Civil Aviation (SSCA) officials who shall then take over responsibility for the rescue operations.
3. The Cambodian Coast Guard (CCG) shall be responsible for the co-ordination of rescue activities at sea.
4. The Ministry of National Defence (MND) shall, whenever possible, support the local CDM during emergencies.
5. The MPWT shall, whenever possible, lend equipment and manpower to local rescue and engineering units.

**B3. Evacuation Services**

1. The local CDMs shall be responsible for organising evacuation teams for the transfer of victims, or potential victims, to safer grounds.
2. The Provincial CDMs shall extend assistance to their lower level Committees whenever the situation has deteriorated beyond the capabilities of the latter.
3. The Ministry of National Defence shall, whenever possible, support evacuation activities.

**B4. First Aid and Medical Services**

1. The Health Services shall consist of the MOH personnel and the CRC First Aid and Volunteer Workers who shall administer first aid on-site.
2. Patients who require further medical attention or hospitalisation and/or surgical intervention shall be appropriately evacuated.
3. Proper measures shall be undertaken to prevent the occurrence or outbreak of epidemics, and to control their spread when they occur.

**B5. Emergency Relief Services**

The local CDMs, in co-ordination with the local branch of the Department of Social Affairs and the CRC shall be responsible for undertaking an immediate survey of the affected area. As a result of the survey, the CDMs shall plan and organize appropriate services such as mass feeding, emergency housing, emergency clothing, public information and the tracing of missing persons, as necessary.

**B6. Police Services**

1. Policing operations in accordance with existing laws shall continue to enforce the law in time of emergency. Police Station Commanders shall be responsible for organisation and control.
2. The Director-General, Police shall prescribe the duties, functions and responsibilities of the Police Service during emergencies.

**B7. Fire Service**

1. The existing fire service in cities and municipalities shall be under the co-ordination of the Fire Service.
2. In case of fire or related incidents, the Fire Service shall co-ordinate activities with the Chief of the local fire service within the locality and shall assist in the control thereof.
3. The Chief of Fire Services shall prescribe the duties, functions, and responsibilities of the Fire Service in emergencies.

**B8. Emergency Transportation Services**

1. The MPWT shall co-ordinate with other government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies, as well as the private sector,

- to make their transportation facilities available for use by Emergency Relief Teams.
2. The Secretary of State, Civil Aviation shall be responsible for co-ordinating with airline companies for the airlifting of victims and supplies during emergencies.
  3. The Cambodian Coast Guard shall co-ordinate with ship owners for the use of vessels, ships, and motor boats for the purpose of transporting relief supplies, personnel, and victims during emergencies.

### ***B9. Damage Assessment***

The CDMs shall conduct an immediate survey of the emergency area to determine casualties and damage to lifelines, dwellings, commercial and manufacturing sites, utilities, other infrastructure, agriculture, aquatic resources, animal life and other properties, using standard reporting formats. Results of the survey shall be reported to the Emergency Co-ordination Center (ECC) of the affected locality for initial analysis and consolidation. The consolidated report shall be sent through the next higher CDM for transmittal to the NCDM for final evaluation, consolidation and appropriate action.

## ***C. RECOVERY and REHABILITATION PHASE***

### ***C1. Cross-Checking of Data***

All information gathered during an emergency shall be cross-checked with pre-emergency data obtained by local CDMs to facilitate identifying the location of affected communities and to assess the level of community resources available for rehabilitation purposes.

### ***C2. Rehabilitation Requirements***

The respective CDMs at the local levels shall determine the nature and extent of the rehabilitation effort to be undertaken. If the assessment indicates that rehabilitation requirements are beyond their capability, they shall submit to NCDM requests for assistance from appropriate government Ministries, Departments, Bureaus, Corporations, Authorities and Agencies and NGOs. The format will clearly identify available local inputs and additional requirements.

### ***C3. Responsibility of Providing an Emergency Labour Supply***

The MIME, MPWT and the MOSALVY shall co-ordinate and synchronize with appropriate agencies, the hiring of labour from within the affected population that may be needed for the restoration, repair and construction of lifelines, utilities, public buildings, roads, bridges, dams, harbors, airports and such other public infrastructure damaged by emergencies.

#### ***D. CHANNELS of COMMUNICATION***

Normally, individual CDMs shall send all their official communications through the next higher CDM. In very urgent cases or where immediate action is needed, the communication may be sent directly to the Secretary General of the NCDM, but in such cases, a copy of the communication shall be sent to the next higher CDM.

#### ***E. MEETINGS***

To enhance co-ordination of functions and activities, members of both the Permanent and General Secretariat of the NCDM shall meet regularly at the designated Emergency Co-ordination Center (ECC) during and after any emergency operations and as agreed upon for regular meetings for planning and implementing Emergency Preparedness activities. The CDMs at lower levels shall meet regularly at their respective ECCs before, during and after any emergency operation or at such designated dates agreed upon during the organisation meeting.

#### ***F. REPORTING REQUIREMENTS***

Co-operating and implementing agencies and authorities shall submit an initial report, using standard formats, to their respective CDM within four (4) hours, or as soon as possible after an incident. On the basis of these initial reports, decisions will be taken about whether to issue formal declarations of emergency or disaster.

If an official declaration is made, agencies shall submit formal written reports, using standard formats, to the local CDM every twenty-four (24) hours, or as often as necessary, for the duration of emergency operations. These agencies shall submit final operations reports, using standard formats, within seven (7) days of termination of their emergency operations. The local CDM shall consolidate and evaluate all reports and transmit its own report to the next level of CDM every twenty-four (24) hours or as often as necessary, for the duration of emergency operations.

If an official declaration of an emergency or disaster is not made, the local CDM shall determine the reporting requirements of co-operating and implementing agencies and authorities according to the severity of the situation. However, the CDM shall transmit its own report to the next level of CDM every twenty-four (24) hours or as often as necessary, as well as a final operation reports, using standard formats, within seven (7) days of termination of the operation.

All co-operating and implementing agencies and authorities shall also submit copies of all reports to their respective headquarters.

### **IV. Detailed Plan for Disaster Management**

#### ***A. CONCEPT***

The Disaster Management Plan outlined in this policy document embraces all conceivable contingencies, short of military actions, making use of all available resources, both government and private. It is functional and action-oriented and is capable of meeting simple or multiple contingencies. It also develops self-reliance by promoting and

encouraging the spirit of self-help and mutual assistance among the local officials and their constituents.

It is expected that each political and administrative subdivision of the country shall utilize all available resources in the immediate area before asking for assistance from neighboring entities or higher authorities.

While emergency preparedness is a joint responsibility of the national and local governments, its effectiveness will depend largely on the skills and resources and the involvement of private organizations and the general public in the area of emergency management.

To this end, regular exercises and drills will be conducted at all levels to enhance the people's reaction capability and ensure precision and spontaneity in responding to emergencies.

## **B. ORGANIZATION**

This Disaster Management Plan presents, among other details, the composition and responsibilities of the NCDM during emergencies, the organization that will function as a vehicle for providing a concerted, coordinated emergency response effort from the National to the Provincial and Municipal levels. Under this plan, the NCDM shall exercise direction and control over all the emergency operations of local Committees. The Committees shall co-ordinate national support and assistance activities regarding emergency management through this organizational arrangement. It shall likewise provide executive management and control over multi-Ministerial types of emergency operations.

The functional relationship between the CDMs and the agencies of the government shall be such that the different Ministries and agencies extend support through the NCDM. The Provincial offices of the Ministries shall provide similar support to the Provincial CDMs. This relationship shall be maintained within the District Committees for Disaster Management and their respective Emergency Co-ordination Centers.

The CDMs at the Provincial and Municipal levels shall complement the NCDM. Each Committee shall have staff elements that are stationed in their respective operations centers and are composed of the following:

1. Emergency Co-ordination Centre (ECC);
2. Emergency Preparedness Unit (EPU);
3. Finance and Administration Unit (FAU);

Furthermore, each Committee shall provide services for:

1. Communications and Warning;
2. Transportation;
3. Evacuation;
4. Search and Rescue;
5. Engineering;
6. Health;
7. Fire Service;
8. Police Service;



9. Relief;
10. Rehabilitation;
11. Reconstruction;
12. Public information.

**C. GENERAL TASKS of the MINISTRIES and AGENCIES of the NCDM**

**C1. The Council of Ministers (CoM)**

Establishes a General Secretariat of the NCDM which is responsible for developing and administering policy and which supervises the emergency related activities of the departments, bureaus, offices and agencies under it.

**C2. The Ministry of Interior (MINT)**

1. Establishes an EMU in the Ministry for developing and administering policy and for supervising the emergency related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Establishes fire-fighting services in the Provinces, Municipalities, Districts and Precincts.
4. Provides instructions with respect to the use/handling and the inspection of dangerous goods located in disaster-prone areas.

**C3. The Ministry of National Defence (MND)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Collaborates with the Ministry of Communications to establish communication linkages for emergency operations.
4. Collaborates with the Police on the provision of security coverage in emergency areas.
5. Collaborates with the MPWT on the reconstruction of damaged national and local roads, bridges, and other key communication infrastructure.
6. Collaborates with the MPWT and the CRC on the provision of transportation facilities for rapid movement of relief supplies and relief personnel and for the evacuation of victims.

**C4. The Ministry of Environment (MOE)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Establishes a disaster prevention programme for areas affected by flooding, landslides, mudflows and ground subsidence.
4. Provides seeds, seedlings and saplings to affected areas.
5. Provides technical assistance regarding rehabilitation of seas, rivers, lakes, forests and lands.
6. Issues rules and regulations with respect to the control of water, air and land pollution.
7. Issues advisories on environmental pollution and informs concerned agencies on such advisories.
8. Disseminates information on landslides, mudslides and the danger of radioactivity (if any).

**C5. The Ministry of Economy and Finance (MEF)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Issues rules and regulations with relevant agencies concerning the funding requirements of local governments for organising, equipping and training of their CDMS and Emergency Response Teams pursuant to the Sub-decree.
4. Releases the necessary funds required by the Ministries for emergency operations.

**C6. The Ministry of Public Works and Transport (MPWT)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.

3. Restores destroyed public works such as flood control devices, waterworks, roads, warehouses, hospitals, bridges, and other facilities and structures.
4. Co-ordinates the organisation of the emergency transport services from the national level down to the commune level.
5. Restores destroyed transportation and communications facilities.
6. Provides both heavy and light equipment for rescue and recovery operations.
7. Establishes and equips evacuation sites in collaboration with the local CDM.
8. Makes available existing communications facilities for emergency operations.
9. Assists in providing transportation facilities to transport relief supplies, personnel and victims.
10. Provides warning to the public on impending releases of water from dams under its control.

**C7. *The Ministry of Agriculture, Forestry and Fisheries (MAFF)***

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Maintains updated data on agricultural crops, livestock and fisheries, especially in hazard-prone areas, to facilitate damage assessments, and supplies these updated data on a regular basis to the Committee.
4. Undertakes surveys in affected areas to determine the extent of damage on agricultural crops, livestock and fisheries and submits reports to the Committee.
5. Provides technical assistance to victims whose crops or livestock have been destroyed, damaged or lost.

**C8. *The Ministry of Health (MOH)***

1. Establishes an EMU in the Ministry that is responsible for administering emergency-related activities. It is the co-ordinator of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the disaster management sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Establishes a national mass-casualty management plan and epidemic control plan.

4. Organises facilities for, and provides for the health care of, people living in evacuation centres by collaborating with the CRC, IOs, and NGOs that are involved in the task.
5. Organises Emergency Response Teams and Emergency Response Teams in all hospitals, clinics and health institutions.
6. Provides guidelines for the provincial, municipal and rural health services to support all respective CDMS during emergencies.
7. Undertakes necessary measures to detect the occurrence of communicable diseases and other health hazards that may affect the population after an emergency.
8. Issues an appropriate warning to the public on the occurrence of epidemics or other health hazards.
9. Provides direct service and/or technical assistance on sanitation, as may be necessary.

**C9. The Ministry of Information (MINI)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Co-ordinates with government and private media in educating the public on emergency preparedness and emergency operations.
4. Provides public information service to disseminate disaster mitigation measures as well as to assist in warning the public of impending emergencies.
5. Monitors activities and gathers feedback relative to emergencies.
6. Organises Emergency Response Teams in the MINI as well as in other Offices under its responsibility.

**C10. The Ministry of Education, Youth and Sport (MEYS)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Organises Emergency Response Teams in all schools, institutions of learning and educational establishments.
4. Makes suitable school buildings in the affected areas available as evacuation centres.

5. Assists in the public education campaign through integration in the school curricula of subjects related to emergency management, hazards and precautionary measures.

***C11. The Ministry of Cults and Religious Affairs (MCRA)***

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Organises facilities for people living in evacuation centres.

***C12. The Ministry of Rural Development (MRD)***

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Supplies people living in education centres with clean water.
4. Organises a house rehabilitation program for victims through food-for-work.

***C13. The Ministry of Industry, Mines and Energy (MIME)***

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessment for all agents working in the sector.
3. Organises Emergency Response teams in factories and industrial complexes.
4. Shares in the responsibility for preventing factories from dumping out liquid and solid chemical waste or spreading radioactivity.
5. Organises and ensures that factories are equipped with fire fighting facilities.

***C14. The Ministry of Women's Affairs and Veterans (MWAV)***

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of

- the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
  3. Prepares the programs for and shares in the responsibility for emergency relief operations for women and children in affected areas.

***C15. The Ministry of Social Affairs, Labour, Vocational Training, and Youth Rehabilitation (MOSALVY)***

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. In co-ordination with the NCDM and the CRC, assists in the training of CDMs at all levels.
4. Organises relief and rehabilitation services in collaboration with the Provincial and Municipal and District CDMs in order to provide immediate relief assistance to victims.
5. Monitors the welfare of people living in evacuation centres.
6. Distributes in-kind donations received by the Ministry in accordance with relief requirements.
7. Provides appropriate assistance for the rehabilitation of victims.
8. In co-ordination with the MIME, MOI organises Emergency Response Teams in all factories and industrial complexes.
9. Organises employment opportunities for victims such as food- for-work programmes.
10. In co-ordination with the relevant Ministries, implements industrial civil defence programmes and safety measures.

***C16. The Ministry of Posts and Telecommunications (MPT)***

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency- related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as and guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Makes existing communications and transportation facilities available for emergency operations.

**C17. The Secretary of State, Civil Aviation (SSCA), Ministry of Public Works and Transport**

1. Establishes an EMU in the Authority which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Takes responsibility for emergency response planning with respect to aircraft accidents and accidents at airports.
4. Undertakes aerial search and rescue operations as needed.
5. Co-ordinates the appropriation of private aircraft, airline aircraft and aircraft from other organisations for airlifts and airdrop operations.
6. Undertakes repairs of damaged airports, runways and facilities.
7. Initiates inter-agency contingency planning for air crashes outside airport facilities especially in developed/populated areas.
8. Organises and strengthens a state of permanent preparedness of Emergency Response Teams at every airport.

**C18. The High Command of the Armed Forces**

1. Provides civil defence facilities to local CDMs for use during emergency operations.
2. Intervenes in emergency operations as suggested by the NCDM.
3. Organises and strengthens the capacity of the search and emergency relief teams, in terms of both human resources and institutional resources.
4. Establishes training programs.
5. Undertakes research on emergency management procedures.
6. Receives news bulletins from broadcasting agencies as soon as possible and disseminates the information to relevant agencies and the general public.

**C19. The Ministry of Tourism (MOT)**

1. Establishes an EMU in the Department which is responsible for developing and administering policy and which supervises the emergency-related activities of the departments, bureaus, offices and agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Organises and trains Emergency Response Teams in hotels, pensions, restaurants and other tourist-oriented facilities.

**C20. The Ministry of Water Resources and Meteorology (MWRM)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency-related activities of the Department, Bureaus, Corporations, Authorities and Agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Supervises environmental conditions inside the country through its own synoptic station network, radar station and agromet.
4. Prepares the forecast of weather conditions, issues advisories with regard to storms and daily flood level predictions.
5. Distributes important weather information to NCDM, relevant organizations and the general public.
6. Provides the Maritime Naval Division with information derived from its meteorological services, including barometer readings, for the crews stationed at ports/harbours.
7. Maintains storm warning system for transport of goods of international ships
8. Provides the servers of domestic and international flights with aeronautical meteorological services by way of providing information for landings and takeoffs according to documented flight schedules.
9. Conducts training and research relevant to disaster preparedness, emergency response and disaster/hazard mitigation
10. Assists and instructs the hydrologic service by way of supervision of dam monitoring.
11. Makes climatological data available for agricultural, industrial, public works and the energy sector.
12. Provides the public with information regarding the condition for opening and closing sluices.

**C21. The Ministry of Land Management, Urban Planning and Construction (MLMUPC)**

1. Establishes an EMU in the Ministry which is responsible for developing and administering policy and which supervises the emergency related activities of the Department, Bureaus, Corporations, Authorities and Agencies under it, as well as all other institutions and agencies working in the sector.
2. Establishes national policy, operational plans, training curricula and material, as well as guidelines for damage and needs assessments to be conducted by agents working in the sector.
3. Assesses the shelter requirements of displaced persons.
4. Provides emergency or temporary housing with adequate sanitary facilities.



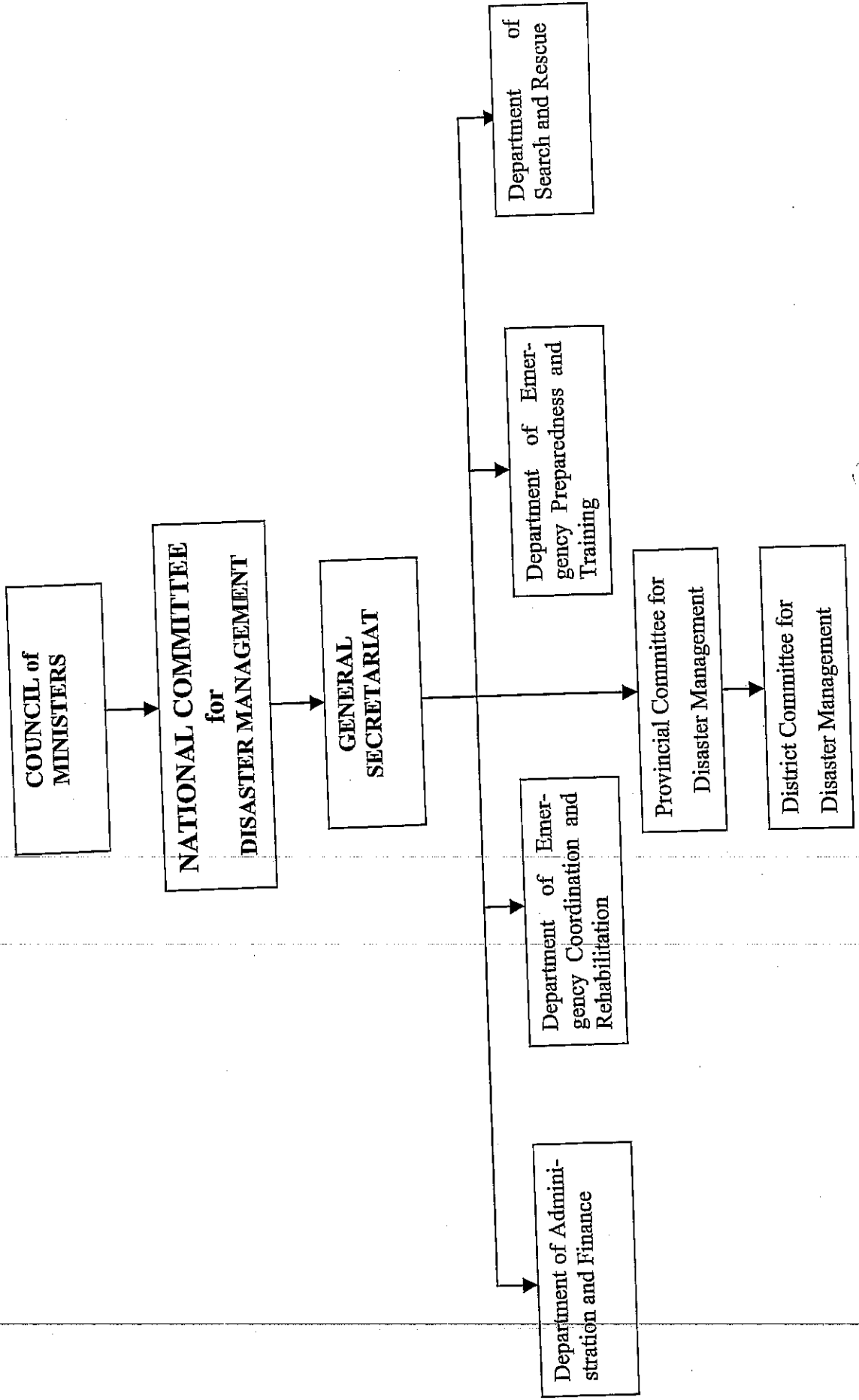
5. Establishes policy and plans for reconstruction and rehabilitation of public housing.
6. Rebuilds destroyed areas.
7. Organizes emergency response teams for residents of public housing.
8. Organizes and trains emergency response teams in the National Committee for Land Use and Urbanisation (NCLUU) offices.
9. Prepares construction, regulation and land use codes.

***C22. The Cambodian Red Cross***

1. Collaborates with the NCDM with respect to the development and implementation of training programmes.
2. Collaborates with the NCDM with respect to damage and needs assessment.
3. Collaborates with the NCDM with respect to providing emergency relief assistance to victims.
4. Collaborates with the NCDM with respect to providing facilities for people living in evacuation centres.
5. Collaborates with the NCDM with respect to post emergency welfare activities.
6. Makes whole blood and its derivatives available in times of emergencies.
7. Interfaces its other emergency welfare services (warning, rescue, evacuation, first aid, medical and nursing care, transfusion, ambulance and social services) with the activities of member-agencies at all levels.
8. Provides a missing persons tracing service (local and foreign) during emergencies.

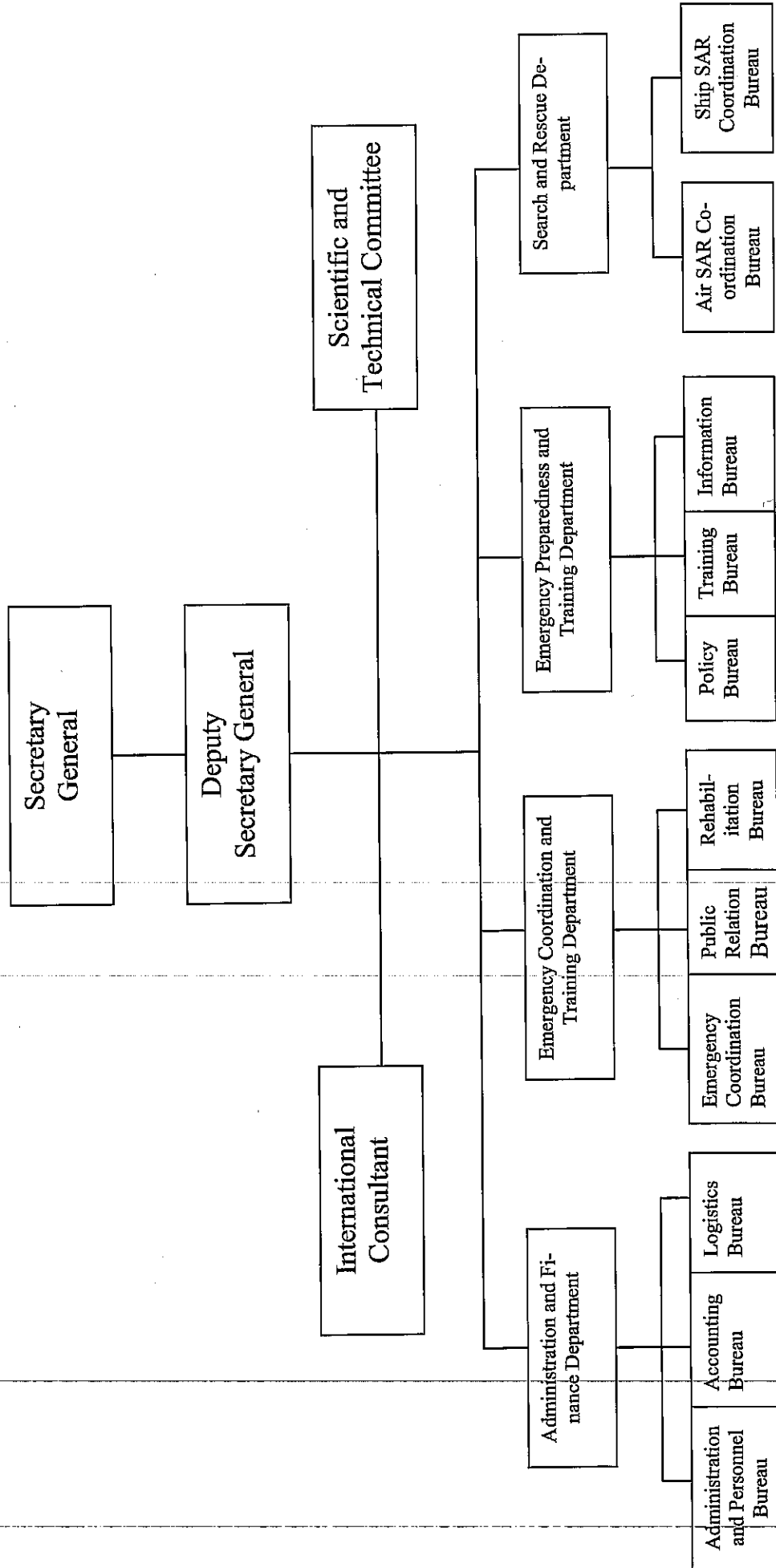
**ANNEX 1**

**A. STRUCTURE of the NATIONAL COMMITTEE for DISASTER MANAGEMENT**



**ANNEX 1**

**B. Organizational Structure of the NCDM General Secretariat**





National Committee for Disaster  
Management

Kingdom of Cambodia  
Nation Religion King

# REPORT ON FLOOD MITIGATION STRATEGY IN CAMBODIA 2004

## I. BACKGROUND

Cambodia is one of the fourteen countries in Asia considered to be the most prone to natural disasters. Natural disasters to which the country is subjected include floods (the most serious), drought and tropical storms. Man-made disasters include fire, transmitted diseases, and landmines that lie buried along Cambodian-Thai border.

The flooding that occurs every year throughout the basin of the Mekong River in Cambodia as a result of seasonal rains is the only one phenomenon that makes the country one of the most disaster-prone areas. Such flooding has caused the loss of lives, properties, destruction of public infra- structures and hindered the agricultural production. Cambodia's vast flood plain is one of the country's most prominent geographical features, making large portions of the country prone to flooding by the Mekong River and from the heavy rainfalls. The majority of the Cambodian people living in these low-lying areas depend upon subsistence farming for their livelihoods. Thus, the yearly occurrence of floods and other disasters results in grave consequences in terms of impacts on social, economic, productive aspects for rural population throughout the country and infrastructure in provinces along Mekong River and around Tonle Sap Great Lake. The Royal Government of Cambodia expresses deep concerns about the climate change, and especially the Mekong flood as it reaches extremely high water level.

In 1991, some parts of the countries experience a serious drought and flood causing widespread crop failures in some areas. Both problems-drought and flood-are likely to become worse as a consequence of the rapid deforestation in large areas of the country.

In 1995, the Royal Government of Cambodia has founded a systematic coordinated institutional structure, National Committee for Disaster Management (NCDM) headed by Samdech Prime Minister **HUN SEN**, seconded by H.E **NHIM VANDA** as first vice-President and implemented by a General Secretariat. The line authorities of NCDM consist of Provincial, District Committee and Commune Team for Disaster Management in order to implement strategy aiming at coping with all types of disasters through the capacity building of disaster management mechanism at all levels and the development of a National Policy for Disaster Management and other legal frameworks. NCDM has a close cooperation and collaboration with all stakeholders including UN agencies, international Federation

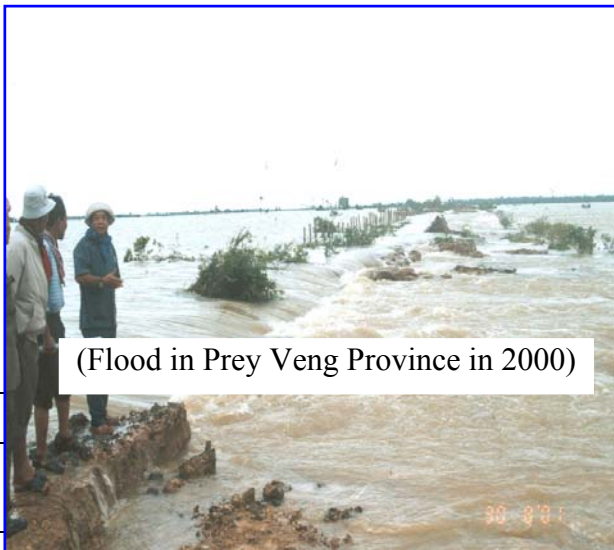
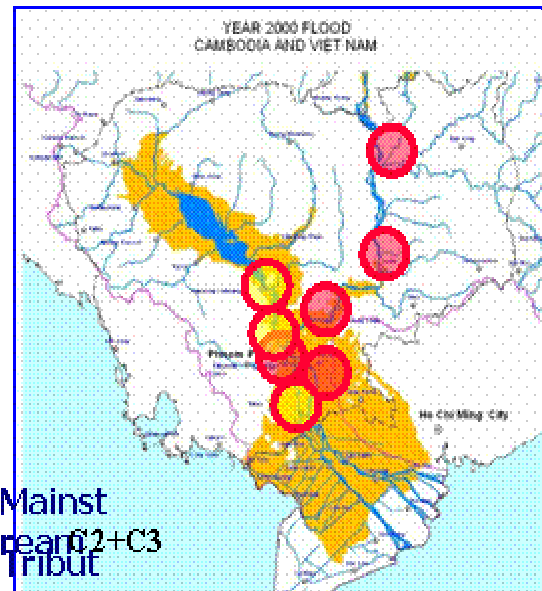
of Red Cross and Red Crescent, Cambodian Red Cross, IOs and NGOs for their support and assistance in the field of disaster preparedness and mitigation, emergency response and post-disaster rehabilitation.

The flooding of 2000 reportedly the worst in more than 70 years (1961, 1966, 1978, 1984, 1991 and 1996) put the death toll at 347, which 80% were children. More than 3,000,000 of people were affected and nearly 400,000 individuals had to be temporarily evacuated. Furthermore, more than 300,000 houses were damaged and 7,000 were destroyed. Hundred of school buildings, health centers and other infrastructures were also seriously damaged. The total damage costs was estimated at US\$ 157 million.

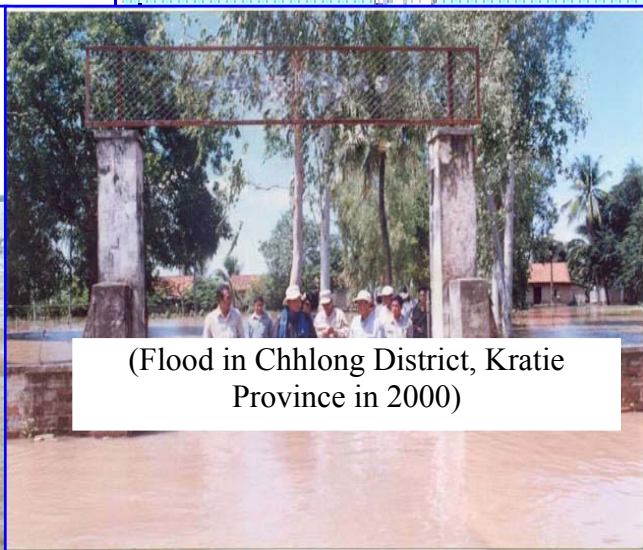
Consecutively, in 2001 and 2002, Cambodia was again affected by Mekong flood and drought. The same affected areas continue to get the impacts on social, economic, cultural and educational aspect, and infrastructure, but not so serious like the big flood in 2000 due to the better implementation of disaster planning to minimize the damages and ensure a safe community free from threat of flood.



(Flood in Kompong Cham town in 2000)



(Flood in Prey Veng Province in 2000)



(Flood in Chhlong District, Kratie Province in 2000)

	<ul style="list-style-type: none"> <li>- Death toll: 347</li> <li>- Houses affected: 317,400 houses (destroyed 7,000)</li> </ul>
<b>2. Education</b>	- Schools: 988 damaged in 13 provinces
<b>3. Health</b>	- Health centers damaged 138
<b>4. Production</b>	<ul style="list-style-type: none"> <li>- Rice crop destroyed: 374,000 ha</li> <li>- Other crops destroyed: 47,000 ha</li> <li>- Livestock lost: 3900heads</li> </ul>
<b>5. Infrastructure</b>	<ul style="list-style-type: none"> <li>- National &amp; provincial road damaged: 2,600 km</li> <li>- Secondary road damaged: 1,500 km</li> <li>- Rail road damaged: 34 km</li> <li>- Bridges: 115 sites damaged</li> <li>- Wells, culverts: 11,900 damaged</li> <li>- Irrigation systems damaged: 123 sites</li> </ul>

## Comparison of Flood Impacts on Population

Year	Impacts		
	Household	People	Death toll
<b>1996</b>	<b>386,132</b>	<b>2,029,748</b>	<b>169</b>
<b>2000</b>	<b>750,618</b>	<b>3,448,629</b>	<b>347</b>
<b>2001</b>	<b>429,689</b>	<b>2,121,952</b>	<b>62</b>
<b>2002</b>	<b>296,234</b>	<b>1,439,936</b>	<b>29</b>

### III. CONSTRAINTS

The basic problem to which NCDM will address is the achievement of our developed strategic planning for flood mitigation purpose. A medium term action plan has been set and prioritized to develop human and institutional resources and to upgrade the sense of disaster preparedness and mitigation with the involvement of all entities and all stakeholders i.e.:

- **NCDM** still faces the limited capacity of human resources working in the field of disaster management at the sub-national level (provincial, district and commune level).
- The collection, analysis and dissemination of data/information are still not adequate due to the lack of means of implementation, especially at the grass-root level. The damage assessment and needs assessment team at all levels is not systematically established.
- Cambodia has no available use of space technology application for disaster management. It depends on data/information provided by the Mekong River Commission. Otherwise, NCDM has not yet established its Disaster Information Center equipped with Ground Station.

- In 2000, the Emergency Response Unit was not yet well organized and structured. The Government has mobilized the Armed Forces and private resources for evacuation of flood victims to the safe areas. Skill training has not been conducted for effective search and rescue operation.
- Vulnerable group living at communities most prone to flood disaster still ignore the hazard risk even they experience with successive flood crises. They really need to get support and assistance from local authorities and other stakeholders.
- Laws and regulation dealing with code building for public infrastructure and other buildings were not yet developed.

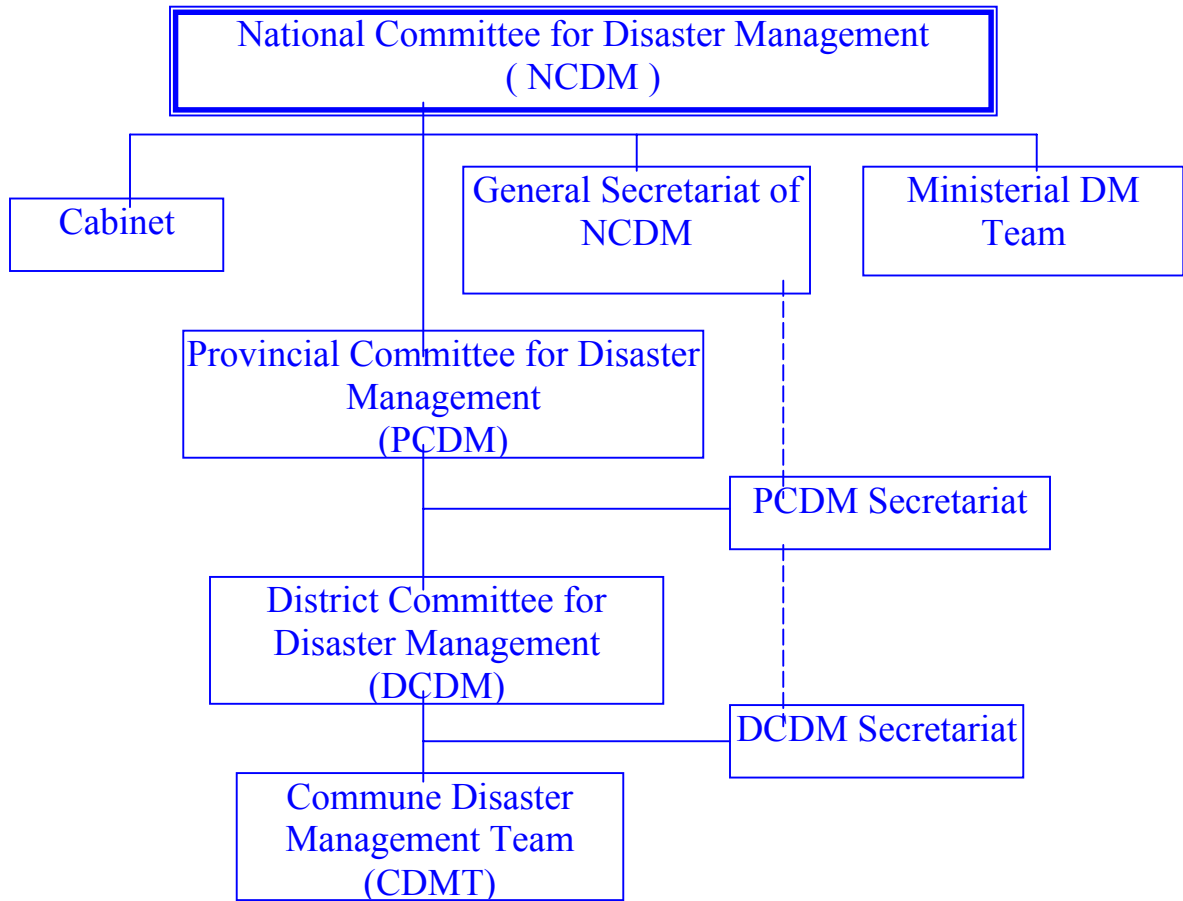
#### **IV. MEASURES UNDERTAKEN FOR FLOOD MITIGATION**

Under the institutional strategy and action plan adopted by NCDM in 2002, the following components were identified and are now being given much attention and efforts:

##### **1. Disaster Management Policy.**

- A new Royal decree and Sub-decree respectively issued in February and April 2002 clearly defined the coordinating roles of NCDM. The main policy effectively improves the organization of the NCDM and outlines more clearly roles and responsibilities of the various ministries, institutions related to the management of disaster in the country.
- Two circular letters signed by Prime Minister outline the official government policy on the function of PCDM, DCDM and Commune DM Team, and pave the way for smoother implementation of the damage and needs assessment system and procedures.
- Orientation of field visits in target provinces that are yearly affected by both flood and drought in order to disseminate new legal framework and circulars.
- Prime Minister has approved the establishment of an Emergency Response and Rehabilitation Coordination Group chaired by NCDM with the participation of UNDMT, IFRC, Cambodian Red Cross and representatives from the government agencies concerned. This Group is comprising five sub-groups:
  - Sub-group of Emergency Response chaired by NCDM and Cambodian Red Cross;
  - Sub-group of Food Security chaired by the Ministry of Agriculture, Forestry & Fisheries and supported by WFP and FAO;
  - Sub-group of Health chaired by the Ministry of Health and supported by WHO and UNICEF;
  - Sub-group of Small Scale Infrastructure, Water & Sanitation chaired by the Ministry of Rural Development and supported by UNICEF;
  - Sub-group of Preparedness and Mitigation chaired by the Ministry of Public Works & Transport.

## Organizational Structure of NCDM



### 2. Early Warning System.

With the improvement of the Early Warning System, the people are widely informed about the weather forecast, the climate change, the disaster prediction, the rate of rainfall in upstream Mekong. Closer linkage for cooperation with Mekong River Commission (MRC) has been improved with a two-day early warning, and a series of flood forecasting workshops with the participation of NCDM staff, government line ministries, selected PCDM and concerned NGOs have been conducted to help participants in accessing and interpreting flood warning and forecasting data/information that can be found at the MRC website in order to get an appropriate preparedness in advance leading to reduce the negative impacts of hazard.

**3. Disaster Management Information System:** A system of Natural Disaster Damage Assessment and Needs Assessment has been established with the assistance of UNDMT through WFP and UNICEF. NCDM has its action plan to install the damage and needs assessment system in all provinces, especially in the most flood-prone provinces in Cambodia. With the permission of the Government, NCDM has issued its monthly Bulletin of Disaster Management and widely distributed to its line authorities and stakeholders in terms of information sharing.



#### 4. *Disaster preparedness and Mitigation and Emergency Response.*

- A series of training activities have been conducted by NCDM core team of trainers in target provinces along Mekong River and around Tonle Sap Great Lake to build and strengthen the capacity of PCDM, DCDM officials engaging in disaster management field.
- Strengthening leadership and effective coordination of line authorities, various ministries, and organizations in terms of partnership for disaster preparedness and mitigation.
- Organize and structure an "Emergency Response Unit" recruited among the armed forces with the provision of skill training, simulation exercises and related equipment in order to effectively and efficiently implement Search and Rescue operation.
- Put in place and strengthen the damage and needs assessment system at PCDM, DCDM level through a specialized training jointly organized by NCDM and its partners.
- Assist vulnerable communities in preparing contingency plans and acquire "disaster resistant" community infrastructures such as dikes, rural roads, private and public buildings (educational, cultural and health) that help them cope with other types of disasters.
- In the context of flood mitigation and based on flood impacts in 2000, the Government has adopted both non-structural and structural measures that are implemented by concerned ministries and agencies i.e. as non- structural measures, the building code has been drafted and recommended for further construction of road, bridges, school buildings, health centers with a new standard compared with flood level of 2000. Government directives have been issued to all ministries, provinces and public for implementation to contribute to the loss of properties free from flood threat. Meanwhile, the Government through a national developed plan for flood mitigation purpose has adopted structural measures. National roads number 1, 5, 6, 7, 11 and provincial roads have been rehabilitated and developed. More large bridges and waterways are erected to discharge the floodwater as quickly as possible so as lives and properties are kept free from devastation. Protecting dikes around Phnom Penh capital, around three eastern provincial towns (Prey Veng, Kompong Cham and Kratie ) have been erected and yearly maintained to ensure safety during the seasoning flood. Diverted water canal, West of Phnom Penh, has been erected to mitigate the possible flash flood from the mountainous region and to store water for supplying rice crop in the prone drought affected areas. Through this project implementation, Bio - Diversity Echo System and natural environment preservation are promoted and contribute to Poverty Eradication Strategy of the Government. Selected safe areas have been recommended to be installed in high ground throughout target provinces in order to receive flood victims evacuated from flooded areas, and set up a systematic management to ensure the security, food supplies, water and sanitation of the evacuated people. Mobile houses have been deployed in all safe areas and managed by the armed forces.

5. ***Public Awareness and Education.*** Through the report of the flood of 2000, many people, especially children living in the most vulnerable communities have been killed, and the flood impacts on social, economic, infrastructure aspects were very serious. The public needs to be involved right from the program concept stage through the delivery and program maintenance.

Periodic repetition for both public information and education program has been conducted in selected flood prone communities to get the vulnerable group aware of hazard risk leading to reduce the loss lives and properties. These programs are developed and adequately planned on the basis of self-reliance and close collaboration with local NGOs and supported by local authorities for disaster preparedness and mitigation purpose. The community participation is the key factor for the success of disaster reduction. Public education among school children conducted by teachers has also contributed to reduce the hazard risk.

NCDM has also integrated the Community-Based Disaster Risk Management program into the national action plan and conducted pilot joint activities in selected communities for disaster reduction and development purposes with the assistance and support of potential stakeholders (OXFAM, CARE, AAH, WVI, LWF).

## **V. CONCLUSION**

Every success achieved from year to year with regard to the flood mitigation purpose is the result of good practice in line of the UN-ISDR recommendations and the global participation based on the culture of self-reliance of each community.

NCDM clearly identifies that its role of coordination is to be more improved for cooperation and collaboration with government agencies, international communities and other stakeholders for support and assistance.

Otherwise, with the good will and political support of the Government, especially the strong and direct leadership of Prime Minister of the Royal Government of Cambodia as head of NCDM, the implementation of the disaster reduction strategy would be more effective and contribute to the poverty alleviation of Cambodian people.

Phnom Penh, 23 August 2004

For National Committee for Disaster Management  
Secretary General  
Peou Samy