

**“Preparedness for effective response”**

**Oxfam International Contingency  
Plan for Humanitarian Response,  
Vietnam**

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## Oxfam definition of Contingency Plan

**A forward plan that identifies potential humanitarian crisis, establishes priorities, encourages preparation and improves human capacity for a quick, coordinated and effective response to the crisis.**



# Why do we need Contingency Plan

**We can respond to emergencies more quickly and effectively. This can save more lives, time and money.**

**“It is always better to plan when it is not needed than not have planned when it was necessary.”**



# Oxfam Contingency Plan, Vietnam

Context:

## 1. Basic Information of Vietnam:

a) Population: 80.7 million, with growth rate 1.18%

Population density (person per sq. km): 243.6

b) Economic: GDP per capital (2003) US\$ 485

GDP (2002) 7.24%

c) Social development:-

Human development index 109

Gender related development index 89

Human poverty index (94 developing countries): 39

# Disasters in Vietnam:

## Slow-onset floods, flash floods, storm, earthquakes

We divided the country into 6 regions:

- North and south central coast:
- North East and North west
- Red River Delta
- Central Highland
- North-East South
- Mekong Delta



# **Identified Hazard, vulnerabilities, risks and capacities.**

**Updating communications of provinces, districts of major disaster prone areas, logistics and hazard, risk and vulnerability related information ( quarterly basis)**



# Govt. Partner capacity and Gaps

- **Central and province DM authorities have good capacity**
- **Red Cross has enough human resource capacities and experiences**

**Identified gaps in following major areas:**

- **Early warning system**
- **Less community capacities**
- **Quality of relief operation**
- **Coordination local & national level**





# Identified Oxfam's capacity

## Human resource:

- **Country level Humanitarian and Development Program Team**
- **Logistic and Admin support team**
- **Regional Strategic Team**
- **Regional and Head offices**
- **Staff capacity building**





## Finance:

**Catastrophic Fund managed country team**  
**Catastrophic fund managed by Head Office**  
**Backed Donor funds from Each Affiliates**

## Advocacy:

Government departments  
Donors  
Media  
Coordination agencies  
Working organizations



# System, procedure, standards

- 1. Emergency Response Manual: How to start Emergency response and how to end ( situation report, concept note, formation assessment team, assessment checklist, how to write report, proposal, Job description, implementation, how to monitor, framework of evaluation, project handover**
- 2. Staff security guidelines, evacuation plan**
- 3. SPHERE guideline ( Minimum standard for humanitarian response)**
- 4. Gender & Humanitarian Action policy & Checklist**
- 5. Sectoral Guidelines ( Public Health, Food & Nutrition etc.)**



# Ongoing protocol with Inter-agency Coordination group

- 1. National Level DM working group- monthly meeting, emergency meeting, donors briefings**
- 2. Formal agreements of Joint Assessment (JA)**
- 3. Format and Check list of Joint Assessment**
- 4. Coordinating Agency appointed for 2 years**
- 5. Communication details, logistics**
- 6. Training on Assessment, SPHERE, Gender**



# Linked with Community Based Disaster Management (CBDM)

- 1. Participatory Hazard, Vulnerabilities, risk and capacity assessment**
- 2. Household, village & commune Action Planning**
- 3. Community DM preparedness and mitigation**
- 4. ( household, children, village, communes, district and province)**
- 5. Community managed early warning mechanism**



# Linked with govt. and other activities

- 1. Capacity building: commune, district, province government officials, NGOs and Red Cross staff**
- 2. Coordination in Province, district level**





# Challenges

- **We have achieved not more than 20%**
- **In normal time, Contingency planning does not get priority, busy with other activities**
- **Coordination: During normal time it doesn't get priority, staff shift organizational priorities.**



## Challenges- continued

- **Standards: Different Interest group**
- **Gender mainstreaming: Not easy**
- **Early warning mechanism weak**
- **We are unprepared to respond to Tsunami type of disasters**





## Conclusion and main messages

- **We shouldn't wait, start from today to make our plan, organizational plan and community plan to response emergencies.**
- **It does not need huge resources, our commitment is important.**
- **Seek cooperation from others, and also provide support to make our community safer.**





Many Thanks

