



TANGLE RIVER COMMUNITY DISASTER RISK MANAGEMENT PLAN

TANGLE RIVER, ST. JAMES



Facilitated through the
Building Disaster Resilient Communities Project,
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GLOSSARY OF TERMS

TERM	MEANING
Capacity	A combination of all the strengths and resources available within a community, society or organization that can reduce the level of risk, or the effects of a disaster. Capacity may include physical, institutional, social or economic means as well as <i>skilled personal</i> or collective attributes such as leadership and management. Capacity may also be described as capability.
Capacity Building:	Efforts aimed to develop human skills or societal infrastructures within a community or organization needed to reduce the level of risk.
Climate Change:	The climate of a place or region is changed if over an extended period (typically decades or longer) there is a statistically significant change in measurements of either the mean state or variability of the climate for that place or region.
Coping Capacity:	The means by which people or organizations use available resources and abilities to face adverse consequences that could lead to a disaster.
Disaster:	A serious disruption of the functioning of a community or a society causing widespread human, material, economic or environmental losses which exceed the ability of the affected community or society to cope using its own resources.
Disaster Risk Management:	The systematic process of using administrative decisions, organization, operational skills and capacities to implement policies, strategies and coping capacities of the society and communities to lessen the impacts of natural hazards and related environmental and technological disasters. This comprises all forms of activities, including structural and non-structural measures to avoid (prevention) or to limit (mitigation and preparedness) adverse effects of hazards.
Early Warning:	The provision of timely and effective information, through identified institutions, that allows individuals exposed to a hazard to take action to avoid or reduce their risk and prepare for effective response.

TERM	MEANING
Emergency Management:	The organization and management of resources and responsibilities for dealing with all aspects of emergencies, in particularly preparedness, response and rehabilitation.
Hazard:	A potentially damaging physical event, phenomenon or human activity that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation.
Hazard Analysis:	Identification, studies and monitoring of any hazard to determine its potential, origin, characteristics and behaviour.
Mitigation:	Structural and non-structural measures undertaken to limit the adverse impact of natural hazards, environmental degradation and technological hazards.
Preparedness:	Activities and measures taken in advance to ensure effective response to the impact of hazards, including the issuance of timely and effective early warnings and the temporary evacuation of people and property from threatened locations.
Prevention:	Activities to provide outright avoidance of the adverse impact of hazards and means to minimize related environmental, technological and biological disasters.
Recovery:	Decisions and actions taken after a disaster with a view to restoring or improving the pre-disaster living conditions of the stricken community, while encouraging and facilitating necessary adjustments to reduce disaster risk.
Relief/Response:	The provision of assistance or intervention during or immediately after a disaster to meet the life preservation and basic subsistence needs of those people affected. It can be of an immediate, short-term, or protracted duration.
Resilience:	The capacity of a system, community or society potentially exposed to hazards to adapt, by resisting or changing in order to reach and maintain an acceptable level of functioning and structure. This is determined by the degree to which the social system is capable of organizing itself to increase its capacity for learning from past disasters for better future protection and to

TERM	MEANING
	improve risk reduction measures.
Retrofitting:	Reinforcement of structures to become more resistant and resilient to the forces of natural hazards.
Risk:	The probability of harmful consequences, or expected losses (deaths, injuries, property, livelihoods, economic activity disrupted or environment damaged) resulting from interactions between natural or human-induced hazards and vulnerable conditions.
Structural/Non-Structural Measures:	Structural measures refer to any physical construction to reduce or avoid possible impacts of hazards, which include engineering measures and construction of hazard-resistant and protective structures and infrastructure. Non-structural measures refer to policies, awareness, knowledge development, public commitment, and methods and operating practices, including participatory mechanisms and the provision of information, which can reduce risk and related impacts.
Vulnerability:	The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards.
*Zone:	Means a Disaster Risk Management Area/Zone which is a specifically defined geographical area (Local Level) in which Disaster Risk Management issues are discussed, planned for and executed in the context of the local area. This Zone maybe one or more communities, depending on the demographics of the community, nature of hazards, established governance structures, and the sociopolitical environment, as defined by the respective parish.
*Zonal Committee:	Means an organized community group within a zone that has accepted the responsibilities for leading the charge of disaster management issues of the zone, has a wide cross representation of the zone and has elected officers to serve as the execute of the committee under the guide of the Parish Disaster Committee through the Parish Coordinator-Disaster Preparedness.

Source: The International Strategy for Disaster Reduction; Terminology: Basic Terms of Disaster Risk Reduction. Internet Resource at <http://www.unisdr.org/eng/library/lib-terminology-eng%20home.htm>

ABBREVIATIONS

CBDRM	Community-Based Disaster Risk Management
CBO	Community Based Organizations
CERT	Community Emergency Response Team
CIDA	Canadian International Development Agency
DRM	Disaster Risk Management
IDB	Inter-American Development Bank
JFB	Jamaica Fire Brigade
JTFA	Jeffrey Town Farmers Association
JOAM	Jamaica Organic Agricultural Movement
JSIF	Jamaica Social Investment Fund
MLSS	Ministry of Labour and Social Security
MP	Member of Parliament
NGO	Non-Governmental Organization
ODPEM	Office of Disaster Preparedness and Emergency Management
PDC	Parish Disaster Coordinator/Committee
PEOC	Parish Emergency Operations Centre
RADA	Rural Agricultural Development Authority
SDC	Social Development Commission

PREAMBLE

Name of the Plan

The name of the plan is the “**Tangle River Community Disaster Risk Management Plan**”.

Purpose of the Plan

This plan provides:

1. The residents with a workable emergency system to minimize loss of life and property to prevent disasters from occurring.
2. A basic outline of shelters, welfare and relief system as well as some focus on evacuation planning that will make preparation, response and recovery from a disaster more effective.
3. Provide an emergency contact list and identification of vulnerable populations living **Tangle River** and surrounding districts.
4. A basic guideline for the community as to who is responsible for what and who is in charge of critical functions in managing an emergency.
5. An overall framework for reducing risks in the community including mitigation and preparedness

Actors:

1. Members of the **Tangle River** Zone Disaster Management Committee
2. St James Parish Council
3. Office of Disaster Preparedness and Emergency Management (ODPEM)
4. Ministry of Labour and Social Security
5. Social Development Commission
6. Jamaica Fire Brigade
7. Jamaica Constabulary Force
8. Other stakeholders and Government agencies
9. St James Parish Disaster Committee

Scope of Plan

The Plan will cover Pre and Post-impact aspects of disaster risk management, that is, prevention, mitigation, preparedness, response and recovery.

Authority

This plan was developed with the guidance and assistance of the ODPEM and the St. James Parish Council. Under the Disaster Preparedness and Emergency Management Act 1993, ODPEM has the responsibility for ensuring development of hazard management plans. The ODPEM also has the responsibility to collaborate with local government authorities and community based organizations in supporting disaster preparedness and mitigation.

Responsibility

The responsibility for updating and testing the plan lies with the Tangle River Zone Disaster Management Committee. It is recommended that the Tangle River Zone Disaster Management Committee review and test elements of the plan at least once per year and after every major event.

Assumptions

1. There will always be a CBO in place that will continue to assume the leadership role for disaster risk management in the community
2. In a disaster utility services may be unavailable for extended periods (i.e., electricity, water, and telephone)
3. Police and fire response services will be overrun within the first 3-5 days after a major disaster, do not expect help from them initially
4. The community will largely be on its own in the initial days following a disaster.
5. There will be serious problems with transportation. Road closures will occur and access to outside help will not be possible.
6. The community and the parish disaster committee will work together to identify and source resources to continue the development and maintenance of the plan.

Relationship to Parish and National Plans/Structure

The Tangle River Community Based Disaster Risk Management Plan represents the operational procedures and strategies to be employed at community level in response to, recovery from and preparing for a number of hazards. The community will be supported by and will work through the St. James Parish Disaster Committee and will be closely integrated with the Parish Emergency Operations Centre (PEOC). Therefore the community disaster plan will draw on other existing parish plans and national plans where necessary for the mounting of an efficient response and preparedness programme. The ODPEM

collaborates with the St. James Parish Council on Disaster Risk Management matters through the Parish Disaster Committee and the Parish Disaster Coordinator.

THE ZONAL PROGRAMME

Disaster Risk Management at the Parish and Community Level (ODPEM'S perspective)

The parish organization structure stipulates that there be the mobilization of persons at the community level in organizations called Zonal Committees. These committees are the responsibility of the Parish Disaster Health & Welfare Sub-committee. The Parish Coordinator shall be responsible for providing secretariat support to both the committee and the zonal committees.

The Zonal Programme

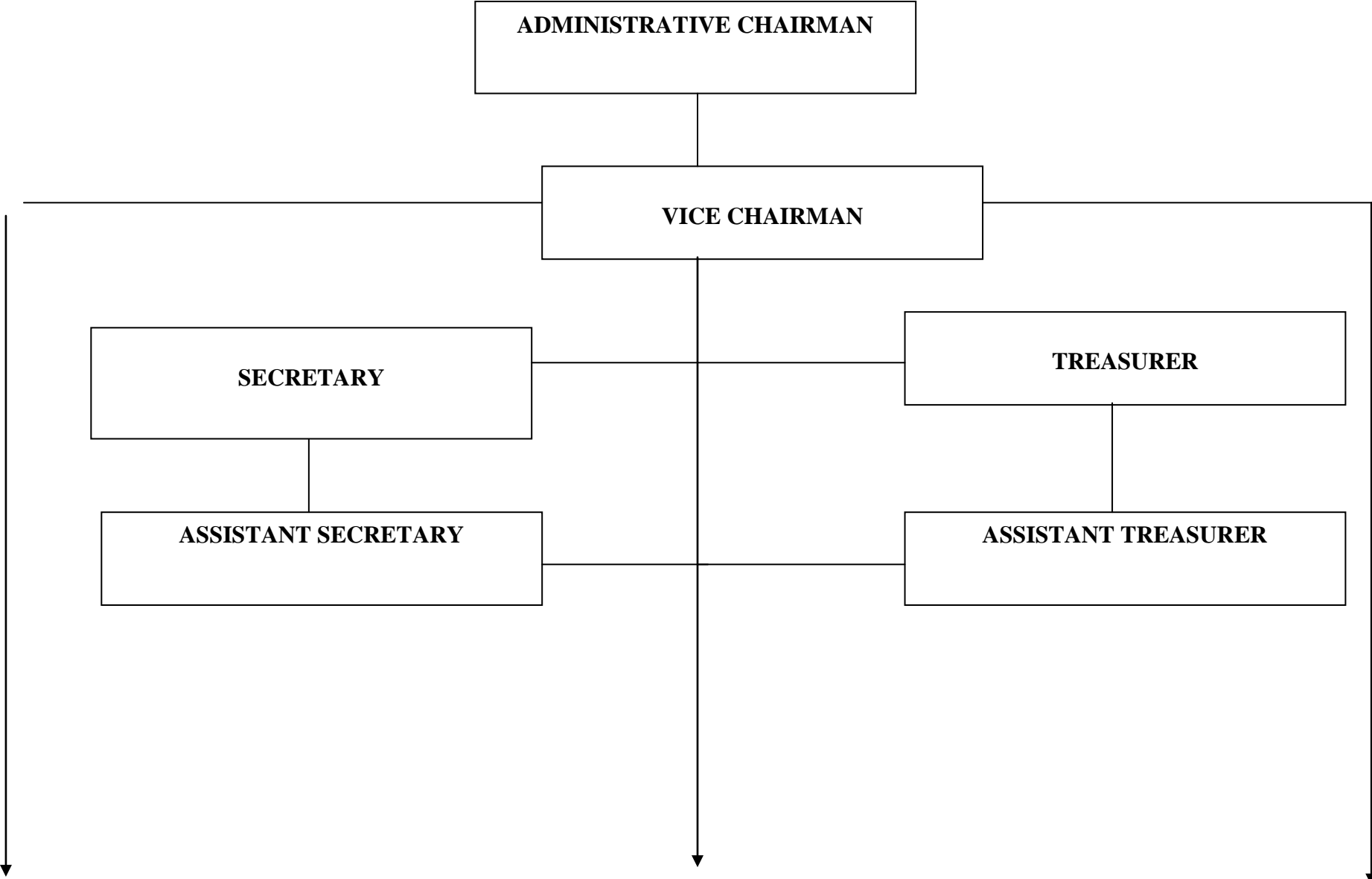
Within the National Disaster Management Framework, “The Zone” is envisaged as the smallest organized unit, outside of the family, that is empowered to prepare and respond to emergencies and disasters at the local level. The Zonal Programme conceptually represents the establishment of a formal organizational structure at the community level. This will provide an enhanced level of capacity, within communities, to prepare for and respond to emergencies/disasters at the community level.

Objectives of the Zonal Committee Programme

The objectives of the Zonal programme include the following:

- Organizing communities to prepare for emergencies/disasters utilizing local resources.
- Conduct hazard identification and analysis for communities within the zone.
- Management of emergencies and disasters utilizing local resources and other resources that may be channeled into the community.
- Develop the local capacity to survive the first 72 hours (three (3) days) of a disaster without external assistance
- Implement training and sensitization programmes as part of the preparation of local population for emergencies/disasters.
- Conduct damage assessment exercises for adverse events impacting the “zone”.
- Mobilize the community to undertake disaster mitigation programmes.

ZONAL COMMITTEE STRUCTURE



ZONAL COMMITTEE STRUCTURE CONT'D

<p>ADMINISTRATION FINANCE AND FUNDRAISING SUB-COMMITTEE</p>	<p>PUBLIC EDUCATION HEALTH, WELFARE, TRAINING SUB-COMMITTEE</p>	<p>EMERGENCY OPERATIONS COMMUNICATIONS & TRANSPORTATION SUB-COMMITTEE</p>
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Chair: Fund-raising Coordinator
Other members may include:

- Treasurer
- Assistant Treasurer
- (Interested members of committee and others)

Chair: Public Education Coordinator
Other members may include:

- Vulnerability & Risk Identification Coord.
- Prevention & Mitigation Coordinator
- Preparedness Coordinator
- (Interested members of committee and others)

Chair: Response & Recovery Coordinator
Other members may include:

- Damage Assessment Coordinator
- Shelter Coordinator
- (Interested members of the committee and others)

COMMUNITY PROFILE

Description of the Community:

Tangle River formerly Black River Road consists of mostly hilly terrain and gullies. It is said that there are seven rivers located in the area, some of which are said to be embedded under the community. This contributes greatly to the problem of land slippage and past flood events. The Tangle River Community is located approximately 14 miles south of Montego Bay, nestled in the hills, boundaries Maldon and Phoenix East, Fern, Plum and Jericho West, Flamstead South and Point North.

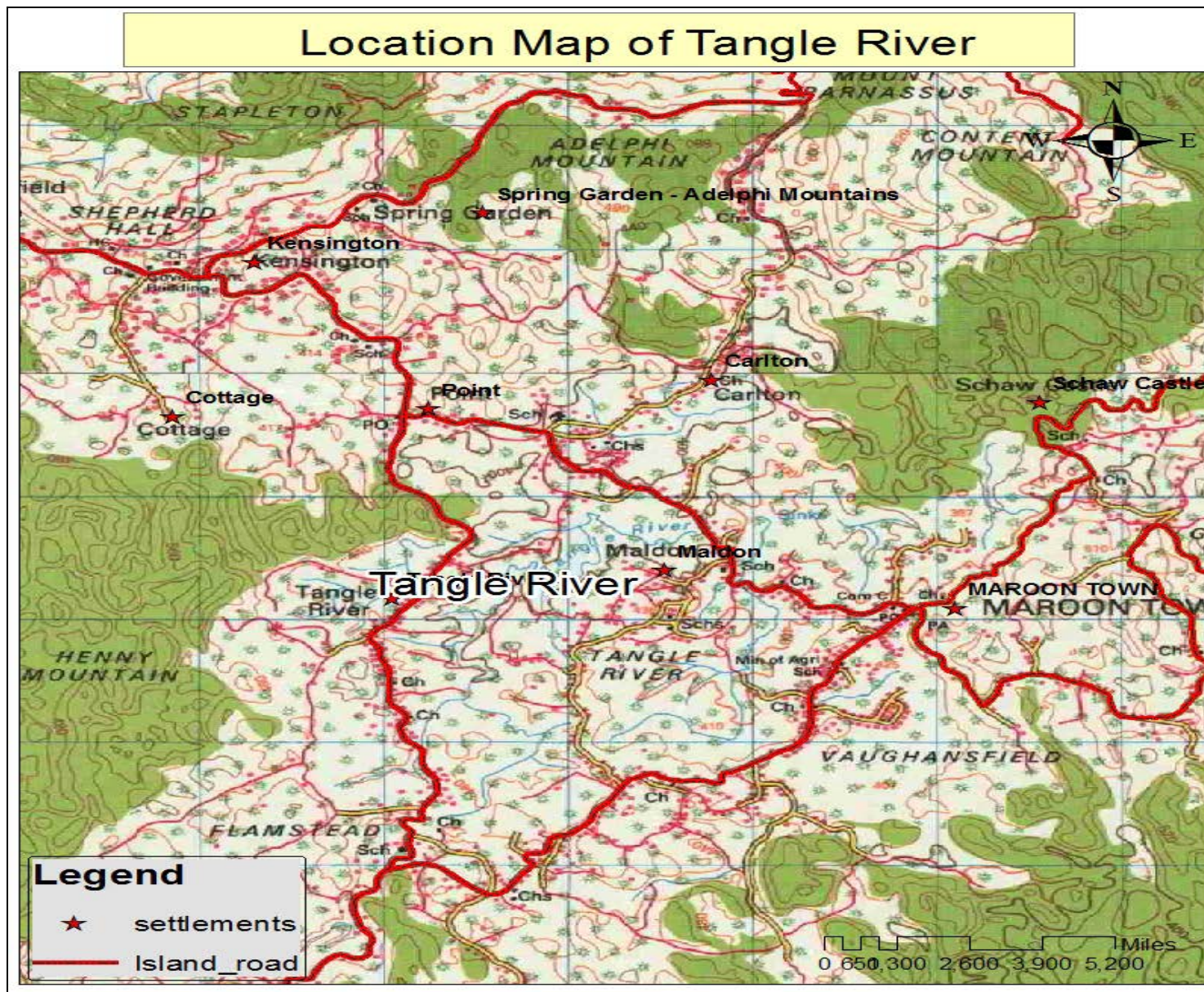
The Tangle River Community has a population of approximately 1200 citizens, 50% ages 25 and under, 40% adults ages 26—60 and 10% elderly.

The community is predominantly a farming community with 80% of the working population. Another 15% of that group are professionals; and have worked within and outside of the community in various sectors, including the Civil Service, Information Technology Sector, Hotel Industry and other skilled areas. It must be noted however that many of the community professionals are secondary farmers. The remaining 5% of the community members are unemployed.

SUMMARY OF MAIN HAZARDS

Hurricanes and flooding among other disasters have in the past, impacted the community of Tangle River in many ways. Chief among these disasters is hurricane Ivan, a category five hurricane with tremendous wind speed has caused catastrophic damage to function of the community. It was recorded that houses were damaged; residents reported that their major livelihood was also affected. The physical infrastructure such as roads, drains, light poles and power lines were badly impacted; thus, resulting in an absence of electricity for approximately one month. These have forced residents to take alternate routes and measures in order to survive and recover. Hurricane Ivan had also caused 4 tombs to be opened up which could also results or contributes to further health related issues like gastroenteritis if portable water supplies had been contaminated.

TANGLE RIVER LOCATION MAP



Disaster Risk Management (DRM) Organizational Structure

The Disaster Risk Management in Fellowship will be taken on by the Fellowship Zone Disaster Management Committee. The table outlines the membership of the committee and the roles and responsibility of each member is outlined in the DRM Group Terms of Reference in *Appendix 11*.

Fellowship Zone Disaster Management Committee Executive

POSITION	PERSON ASSIGNED	ADDRESS	CONTACT NO.	E-MAIL
President	Chillion Whyte	Tangle River	407-4157	Whytechilon2yahoo.com
Vice President	Ian Lewis	Tangle River	447-7576	
Secretary	Mrs. Joan Anderson	Cooper Road, Tangle River	396-0533	
Assistant Secretary	Deonnelle Stennett	Tangle River	421-9296	Blingout2010@yahoo.com
Treasurer	Mrs. Jennifer Whyte	Tangle River	503-8009	
Asst. Treasurer	Mr. Aubrey Thompson	Prosper, Tangle River	428-6973	
Public Education & Fundraising Coordinator	Mrs. Jennifer Whyte	Tangle River	503-8009	
Asst. Public Education & Fundraising Coordinator	Mrs. Joan Anderson	Cooper Road, Tangle River	396-0533	
Asst. Public Education & Fundraising Coordinator	Roslyn Perkins	Tangle River	850-5050	
Vulnerability & Risk Identification Coordinator	Aubrey Thompson	Tangle River	428-6973	
Asst. Vulnerability & Risk Identification Coordinator	Vanley Spence	Tangle River	877-8316	
Asst. Vulnerability & Risk Identification	Chillion Whyte	Tangle River	407-4157	

POSITION	PERSON ASSIGNED	ADDRESS	CONTACT NO.	E-MAIL
Coordinator				
Prevention & Mitigation Coordinator	Ian Lewis	Tangle River	407-4157	
Asst. Prevention & Mitigation Coordinator	Anton Morris	Top Road	433-1131	
Asst. Prevention & Mitigation Coordinator	Chillion Whyte	Tangle River	407-4157	
Asst. Prevention & Mitigation Coordinator	Mrs. Joan Anderson	Cooper Road, Tangle River	396-0533	
Response & Recovery Coordinator	Nicholas Reid	Roper	398-5131	
Asst. Response & Recovery Coordinator	Gamal Morris	Top Road ,Tangle River	440-3136	
Asst. Response & Recovery Coordinator	Aubrey Thompson	Prosper, Tangle River	428-6973	
Asst. Response & Recovery Coordinator	Owen Gordon	Prosper , Tangle River	893-5359	
Preparedness Coordinator	Anton Morris	Top Road, Tangle River	433-1131	
Asst. Preparedness Coordinator	Deonnelle Stennette	Square, Tangle River	421-9296	
Shelter Coordinator	Joan Anderson	Cooper Road, Tangle River	396-0533	
Asst. Shelter Coordinator	Monica Morris	Top Road, Tangle	432-3678	

POSITION	PERSON ASSIGNED	ADDRESS	CONTACT NO.	E-MAIL
		River		
Damage Assessment Coordinator	Samantha Kerr	Cooper Road, Tangle River	867-5515	
Assistant Damage Assessment Coordinator	Marvin Vernon	Pheonix Road, Tangle River	872-8055	
Assistant Damage Assessment Coordinator	Nikol Stennette	Top Road, Tangle River	421-9296	
Parish Disaster Coordinator	Tamoy Sinclair	Montego Bay,	356-2594	Tamoysinclair@gmail.com
Regional Disaster Coordinator	Roland Haye	C/O ODPEM	844-4792	

DISTRICTS INCLUDED IN TANGLE RIVER ZONE AND DISTRICT COORDINATORS CONTACT LIST

#	DISTRICT	TEAM LEADER	CONTACT #	E-MAIL
1.	Tangle River	Chillion Whyte	407-4157	Whytechilon2yahoo.com
2.	Cooper Road, Tangle River	Mrs. Joan Anderson	396-0533	
3.	Prosper, Tangle River	Mr. Aubrey Thompson	428-6973	
4.	Top Road ,Tangle River	Gamal Morris	440-3136	
5.	Square, Tangle River	Deonnelle Stennette	421-9296	
6.	Pheonix Road, Tangle River	Marvin Vernon	872-8055	

TERMS OF REFERENCE CDRM GROUP

CDRM Group

The Community Disaster Risk Management (CDRM) Group is that arm of the community which has taken on the role of local level advocacy and planning for Disaster Risk Reduction activities at the community level. All matters relating to prevention, mitigation, preparedness, response and recovery are therefore, the preview of the group. They shall be the team that leads the development of Community DRM Plans and links directly the Parish Disaster Committee and other local level agencies/NGOs regarding disaster management.

N.B

The ODPEM has previously promoted the establishment of Zonal Committees as that local/community level body with responsibilities for Disaster Management. CDRM teams are being postulated as a re-visioning of zonal groups in keeping with current Disaster Risk Reduction (DRR) initiatives. Therefore, for all intent and purposes the groups are interchangeable in name and function. Management and reduction of disaster risk being the major difference/improvement.

Executive Membership

- Chairman
- Vice Chairman
- Secretary
- Treasurer
- Assistant Secretary
- Coordinator – Public Education & Fundraising
- Coordinator – Vulnerability & Risk Identification
- Coordinator – Prevention & Mitigation
- Coordinator – Response & Recovery

The executive membership of the DRM Group may assume that of an existing CBO Structure or Zonal Committee. The Coordinators outlined above must be made part of any existing structure to be used.

Community Organization with responsibility for CDRM

- Any existing Community Based Organization (CBO) that is active should be made part of the DRM Group.
- Where there is no existing CBO, the community should form the executive membership of the DRM Group from reliable individuals with leadership qualities in the community.
- Individuals who are not members of an existing CBO may be made part of the DRM Group. These individuals may be:
 - Assigned/ appointed as coordinators only, where there is an active CBO
 - Assigned/ appointed as any part of the executive membership where there is no active CBO.

Naming the CDRM Group

- The DRM group will assume the name of the existing CBO that will carry out the functions of the group OR the name of the existing Zonal Committee.
- Where no CBO exists the name may be decided by the community leadership
- The DRM tag should remain to indicate

Leadership the CDRM Group

Leadership of the group will be the same as that of the existing CBO or Zonal Structure (this includes the already assigned individuals). Where there is no existing group (CBO or Zonal); the persons engaged by the facilitation team and have shown interest should be encouraged to assume responsibilities. The leadership, specifically President and Vice President – should maintain regular dialogue with the Parish Disaster Coordinator for guidance and support.

Frequency of CDRM Meetings

- The group should meet officially on an average bi-monthly (every 2 months).
- However, for existing groups they should include DRM as an agenda item at the regular CBO (E.g. Citizens Association) or Zonal Meetings.
- Special meetings, briefings, and workshop sessions may be called by the execute as is necessary – inviting stakeholders as appropriate.

Funding of CDRM Group and Activities

The group is expected to mobilize support of community stakeholders to provide funding for programmes and activities. Other sources of funding will include:

- Fundraising activities

- Proposal writing to private sector and donor agencies
- Donations or Grants
- Parish Disaster Committee
- ODPEM
- Government entities with specific mandates

Interaction with Local Authorities and the Parish Disaster Committee (PDC)

- The President or Vice President of the CDRM group must attend the PDC Meetings, as invited by the Parish Disaster Coordinator.
- The group must provide the Parish Disaster Coordinator with DRM related information that will support community and parish interventions
- The Parish Disaster Coordinator should be invited to attend CDRM Group Meetings on occasions and are deemed an ex-officio member of the CDRM Group

Interact with ODPEM and other technical agencies/departments (local or national)

ODPEM:

- ODPEM to provide the CDRM Group with technical advice for the development and review of the CDRM Plan through the Parish Disaster Coordinator.
- ODPEM to provide the community with disaster related information through the Parish Disaster Coordinator
- Any request for assistance or information by the CDRM Group must be channeled through the respective Parish Disaster Coordinator.

Other Technical Agencies

- Any official request or engagement of agencies or departments of government regarding training, disaster related information or programming must be channeled through the Parish Coordinator.
- CDRM Groups may however, formally write to agencies/departments regarding the respective agencies functions or execution of same in relation to the community.

Interaction with Councilors, Members of Parliament and other political representatives

- Political representatives must be seen as a significant resource to the CDRM Groups and Communities.

- Sharing of issues, concerns and needs of the community or CDRM group may be facilitated through representation at the Parish Disaster Committee level.
- Initial engagement of political representatives may also be channeled through the Parish Disaster Coordinator.
- The CDRM group after formal introduction through the Parish Disaster Committee may make direct contact with political representatives regarding issues of the community. It is recommended that formal (written) communication be made as far as possible.

Interaction with Private Sector and other NGOs/CBOs

- CDRM Group should recognize existing private sector organizations and NGOs/CBOs within the community as critical stakeholders.
- Parish Disaster Coordinators should be approached to make initial contacts with these groupings on behalf of the CDRM group.
- CDRM group may maintain contact (formally and informally), however, it is encouraged that the CDRM group executive discuss with representatives from these groups (private sector, NGOs/CBOs) the possibilities of partnerships (mutual help).

Recording keeping by CDRM Group

- Minutes/notes of all meetings of the group should be formally kept in a safe place.
- Correspondence, financials and other documents regarding the CDRM group or community should be safe a secure place.
- A copy of the CDRM Plan must be in the possession of the Parish Council. A copy should also be in any dedicated facility used for meeting and planning.
- General documents kept by the group such as minutes, brochures, financial records and other documents should be held by the President, Secretary or any other executive appointed by the group – where a dedicated facility does not exist.

Wider Community Involvement

- CDRM team should constantly engage wider community through meetings, forums, brochures, flyers and pamphlets.
- Views, concerns, and issues of the community regarding disaster matters must be discussed within the group and possible solutions identified.
- Public education and awareness should be integral for community involvement.
- CDRM should establish creative initiatives for garnering community support and involvement.

Roles & Functions of the Executive Membership for DRM

Chairman:	Assume similar duties as outlined in existing CBO or Zonal Committee
Vice Chairman:	Assume similar duties as outlined in existing CBO or Zonal Committee
Secretary:	Assume similar duties as outlined in existing CBO or Zonal Committee
Treasurer:	Assume similar duties as outlined in existing CBO or Zonal Committee
Assistant Secretary:	Assume similar duties as outlined in existing CBO or Zonal Committee

Coordinator – Public Education & Fundraising

- To develop DRM public education programmes for the schools, churches, and CBOs in the community
- To source and distribute Disaster Preparedness brochures and other education material
- To identify Community DRM Training needs and communicate them to the Parish Disaster Coordinator
- To work with the PDC and other partners in organizing training programmes in the community
- Identify sources of funding for educational and training programmes to be conducted
- Provide the Parish Disaster Coordinator (through the President) with updates and status reports on the effectiveness of training and public education and awareness programmes
- Conduct fundraising initiatives to support community DRM objectives.

Coordinator – Vulnerability & Risk Identification

- Identify and Assess historical hazard impacts
- Conduct research on changing hazard risk trends in the community
- Calculate the probability of occurrence of hazard events
- Develop and maintain list of critical facilities at risk
- Conduct vulnerability capacity Assessments
- Prepare vulnerability and risk identification reports to be submitted to the Parish Disaster Coordinator
- Provide the Prevention and Mitigation Coordinator with information on vulnerability and risks in the community.
- Evaluate risk assessments, risk management plans, and risk monitoring results as directed and recommend appropriate actions.

- Ongoing, systematic and consistent observation of hazard-related parameters.
- Ensuring that the data can be located and retrieved by users.
- Takes lead in vulnerability assessment tasks.
- Notifying residents of vulnerable areas to disasters via the DRM Group meetings.
- Estimate expected damage in the event of a disaster.
- Identify the vulnerable assets of the community and the associated risks
- Solicit support of key community members for execution of responsibilities; especially elderly and trained professionals.

Coordinator – Prevention & Mitigation

Duties related to Mitigation

- Assess hazard impacts.
- Identify areas of damage that would require reconstruction to existing codes and regulations.
- Renew and evaluate existing mitigation plans, emergency plans and strategies.
- Organize the development of Prevention and Mitigation Action Plans for implementation with the help of the Parish Disaster Coordinator and larger CDRM.
- Recommend appropriate hazard mitigation measures for reducing the impact of a disaster.
- Review and evaluate existing hazard mitigation plans and other pertinent information, such as, urban renewal, rehabilitation, or master plans.

Duties related to Prevention

- To know the main areas of risk and to take steps to prevent hazard impact/exposure or detect any problems as early as possible.
- To assess training needs and communicate them to the Public Education Coordinator

- To ensure good lines of communication with all coordinators
- Conduct/facilitate community hazard hunts with the help of the Parish Coordinator and CDRM team.

Coordinator – Response & Recovery

- The Response Coordinator has primary responsibility for the coordination and contractual management of the emergency response projects/initiatives.
- Ensure that adequate needs assessments are carried out in accordance with good DRM practice.
- Advice and support where necessary and to monitor the response.
- Recommend relevant and appropriate training where necessary in minimum standards in emergency response.
- Ensure systems are in place for monitoring and evaluating the impact of the disaster.
- Takes lead in damage assessment and disaster recovery tasks.
- Plan and organize disaster recovery activities along with the aid of the Parish Disaster Coordinator
- Report the status of the disaster recovery activity.
- Identifies acceptable recovery time periods.
- Establishes disaster recovery testing methodologies.
- Recommend disaster recovery planning and training activities.
- Provides instructional and informational materials on how to respond during an emergency.
- Develops and maintains SOPs for emergency/disaster response and recovery with the aid of the PDC.
- Plan regular exercises to test community plans
- Monitors the effectiveness of procedures during evacuation drills and revises the procedures as necessary.
- Maintains contact with outside sources participating in reciprocal agreements.

- Ensures that as new equipment, facilities, services, and systems are installed that the disaster response and recovery issues are highlighted and addressed.
- Maintains contact with outside contingency planning professional organizations and local or regional emergency response groups.

Ensure and recommends establishment of CERTs as appropriate.

HAZARD HISTORY

History of Hazards and Coping Mechanisms

The hazard analysis provides a detailed timeline account of the disaster history and significant events that happened in the community, the impact as well as the coping strategy and/or mechanism of the community.

Table PR1: Historical Overview of Disasters

HAZARD, YEAR	IMPACT	HOW DID COMMUNITY COPE?
Hurricane 1903	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
Hurricane 1907	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
Hurricane 1912	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
Hurricane 1927	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
Flooding 1929	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
Drought 1932	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
Lightening Storm 1947	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
Tropical Storm 1959	Damage Infrastructure Housing and Farms	Build temporary shelters, and implement self reliance
June Flood 1979	Damage Infrastructure Housing and Farms	Resort to foreign aid, implement self reliance
Hurricane 1988	Damage Infrastructure Housing and Farms	Resort to foreign aid, implement self reliance

HAZARD, YEAR	IMPACT	HOW DID COMMUNITY COPE?
Hurricane 2004	Damage Infrastructure Housing and Farms	Resort to foreign aid, implement self reliance
Landslide 2004	Damage Infrastructure Housing and Farms	Resort to foreign aid implement self reliance
Drought 2009	Damage to Farms	Water Conservation
Hurricane Ivan, 2004	<ul style="list-style-type: none"> ▪ Landslides blocking roads and covering homes. ▪ Landslide causes roadway to break in some sections and sunk in other areas. ▪ Loss of homes, property and crops ▪ Grave disturbance ▪ Loss of Income 	<ul style="list-style-type: none"> ▪ Some residents fixed homes. ▪ Residents assisted each other with cash of kind. ▪ Assistance received from several government and non-government agencies. (parish Council, RED CROSS)
Fire, 2011	<ul style="list-style-type: none"> ▪ Two houses were destroyed by fire. One household had 8 persons and the other had 5 members. 	<ul style="list-style-type: none"> ▪ Assistance was provided by the parish Health and Welfare Committee. ▪ Victims stayed with relatives and neighbours

Lesson Learned

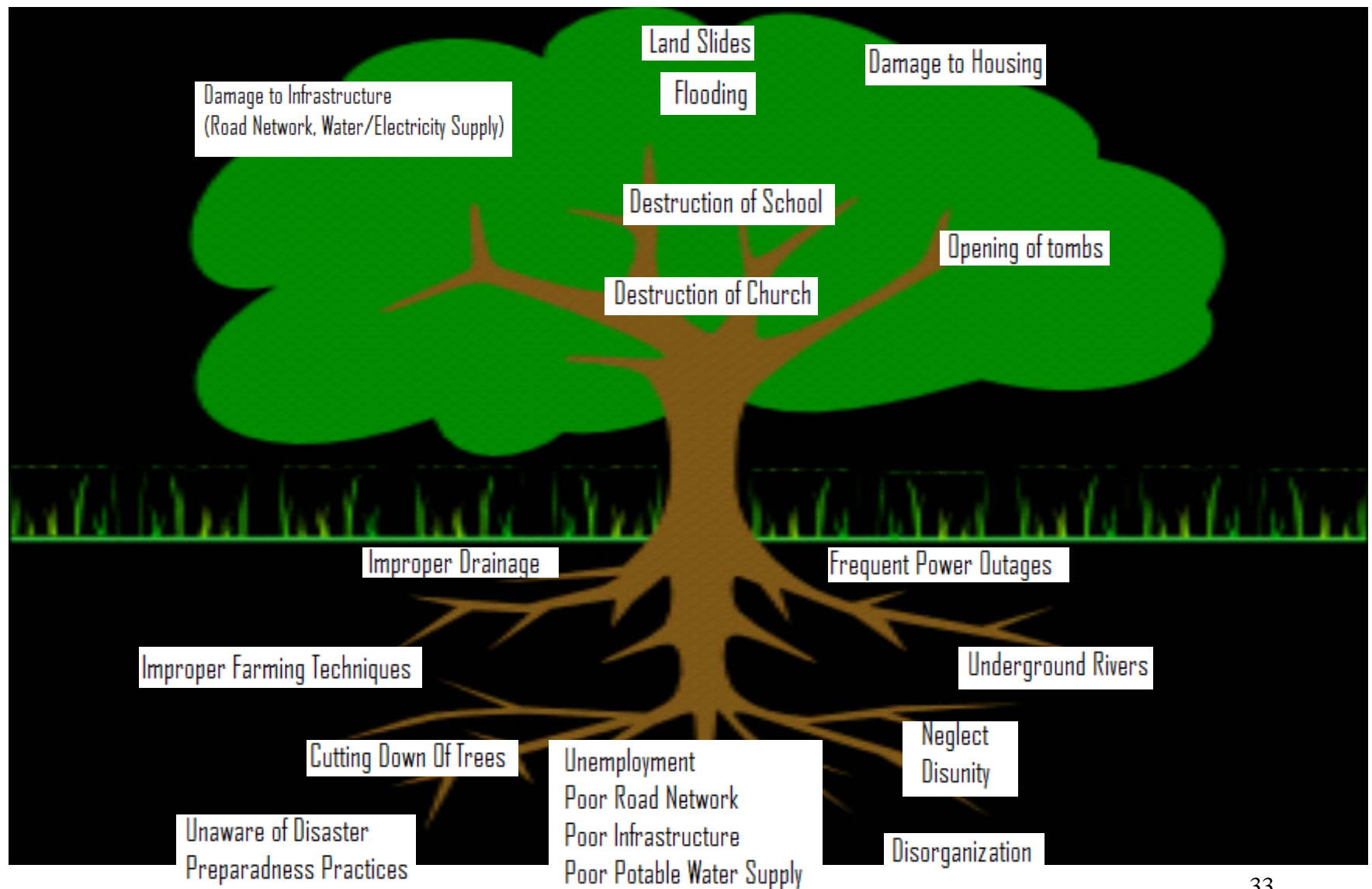
The community identified several key lessons learned from the occurrence of the events highlighted above. These were:

- Choose better locations to build houses
- To be more alert; To be more prepared; To adhere to warnings
- Adhere to safety measures; Insure property; Have a fire extinguisher and smoke detector
- Persons were not aware, prepare and educated on how to respond to disasters.
- Ensure that proper mitigation measures are implimented.

HAZARD MAP

Community Problem Tree

The problem tree visualizes and identifies the hazards that are problematic to the community and the associated causes and effects. The causes are placed at the root of the tree and the effects on the branches.



Community Strengths Weaknesses Opportunities and Threats (SWOT) Analysis

STRENGTHS

Community Based Organizations
Rivers, caves, springs, forest areas
Crime free community
Arable lands
Churches
Career farmers

WEAKNESSES

High illiteracy rate
Poor infrastructures (roads, housing)
High unemployment
Poor potable water supply
No health facilities
No community center
No market for farmers
No financial supports

OPPORTUNITIES

Access to mobile phones

THREATS

Absence of politicians (no effective representation)
Lack of employment
No land for community development
Lack of technological infrastructures
Brain drain
Cooperation/ Unity

Identification of Future Hazards

Table 2 highlights the future hazardous events or changes in circumstances which may alter prevailing conditions in the community. Detailed consideration of the location and number of exposed households, physical infrastructure and critical facilities and their exposure to the different hazards is identified.

Table PR1: Future Hazards

HAZARD	POSSIBLE IMPACT
Landslides	<ul style="list-style-type: none">▪ Loss of property, buildings and income especially those adjacent to the roadway on coopers road.▪ Damaged Roadway
Illicit fires set by school children. Fire escaping from farmers	<ul style="list-style-type: none">▪ Destruction of homes, property and crops resulting in loss of income.▪ Loss of life
High Winds	<ul style="list-style-type: none">▪ Damage to homes and roofs, destroyed crops.
Hurricane	<ul style="list-style-type: none">▪ Landslides blocking road ways, damaging home, covers crops, causing grave disturbance and causing further damage to roadways.▪ Loss of life
Earthquake	<ul style="list-style-type: none">▪ Loss of life▪ Damage to homes and property▪ Fire outbreaks

Identification of Community Vulnerability

Vulnerability is the condition or circumstance of the community which makes it susceptible to being damaged by a hazard or disaster. The vulnerability analysis identifies the exposure of the different assets within the community to hazards and the approximate value of the elements at risk.

Table PR2: Vulnerability Summary and Approximate Value of Elements at Risk

HAZARD	VULNERABLE ASSET AND POSSIBLE IMPACT	APPROXIMATE VALUE OF ELEMENT AT RISK (J\$)
Hurricane	<i>Roads</i> – flood waters damage roads	\$100,000,000
	<i>Institutional (schools, churches etc.)</i> – damages to building and disruption of the education system	\$50,000,00
	<i>Houses</i> – damage to buildings	\$2,000,000,000
Landslides	<i>Utilities Poles-</i> disrupt the stability of poles	\$20,000,000
	<i>Crops -</i> destroy farm lands	\$8,000,000
	<i>Roads</i> – breakage and blockage of roads	Varied
Wild fires	<i>Houses -</i> damage to houses	\$100,000,000
	<i>People</i> – disruption and threat to lives	Varied
Earthquake	<i>Houses -</i> damage to houses	\$100,000,000
	<i>Infrastructure</i> – damage to roads, drains, poles, sewer pipes etc.	\$100,000,000

HAZARD	VULNERABLE ASSET AND POSSIBLE IMPACT	APPROXIMATE VALUE OF ELEMENT AT RISK (J\$)
	<i>People</i> – disruption and threat to lives	varied

Reducing Community Vulnerability

The vulnerabilities identified above can be addressed and the impact of the hazards reduced if the appropriate actions are employed. It is important that corrective actions be put in place as the table above shows that the value of the assets exposed is significant.

Table PR4:

HAZARD	VULNERABLE ASSET	CORRECTIVE ACTIVITIES
Hurricane	Institutional buildings Crops and Livestock Homes along Coopers Roads Roadways Utilities Businesses (shops/bars etc) Life	1. Infrastructure improvement and construction in areas recommended by the community. 2. Training in construction methods and crop protection.
Landslides	Institutional buildings Crops and Livestock Homes along Coopers Roads Roadways Utilities Life	1. Practice of Contouring by farmers as a better farming practice. 2. Construction of retaining walls and assign development zone. 3. Awareness programs
Wildfire	Crops and Livestock Homes	1. Awareness program should be scheduled for farmers.

	Utilities Life	
Earthquakes	Institutional buildings Crops and Livestock Homes along Coopers Roads Roadways Utilities Life	1. Awareness program should be scheduled for farmers.

As most hazards cannot be controlled, the following corrective activities/actions were identified to reduce the environmental, social/economic, health related and political vulnerability of the community and the resources needed to achieve this objective.

Table PR4.1: Reducing Tangle River Vulnerability

VULNERABILITY	CORRECTIVE ACTIVITIES/ACTION	RESOURCES NEEDED
A. Environmental		
Hilly Terrain	Institute Building zones, enforce existing development plan or create one	▪ Funding, Enforcement for the parish Council
	Education awareness program on proper development	▪ Pamphlets, resource persons needed from the Parish Council, NWA, NEPA
High Winds	Construction of a Damage System incorporated into farming techniques and in stabilization of resident's roof.	▪ Corporation needed from citizens
Insufficient drainage	Geological Survey needs to be undertaken	▪ Resource team needed from NWA and other relevant government agency.
B. Social/Economic		
Lack of market for farmers	▪ More resources given to the relevant agencies	▪ Direct investment
Unemployment, Low Education and skills capacity	▪ Offering of skills training at the community centre, offer reading programme for adults, developing economically viable projects in the community eg. Farming (gaining access to available land)	▪ Land for farming, HEART/NTA, Retired teachers and other volunteers
C. Health Related		

VULNERABILITY	CORRECTIVE ACTIVITIES/ACTION	RESOURCES NEEDED
Insufficient Water Supply	<ul style="list-style-type: none"> Practice conservation measures, public education (forum, pamphlet distribution etc), proper water storage, entrapment of rain water, lobby for additional communities to access piped water, training in proper farming techniques (mulching etc.) 	<ul style="list-style-type: none"> Pamphlets, water tanks, RADA, guttering, NWC and Parish Council
D. Political		

Priority Listing of Hazards

The objective is to rank the main hazards affecting the community. The hazards were listed in the first column and then the likelihood that the hazard may occur in any given year was assigned a number using the “probability of occurrence” scoring system in the second column. In the other columns, the impact of each hazard on the community was identified using the “impact” scoring system below.

IMPACT	PROBABILITY OF OCCURRENCE
High - 3 Medium - 2 Low - 1 None - 0	Very Likely - 3 Likely - 2 Unlikely - 1

Table PR5: Priority Listing of Hazards

Hazard	Probability of Occurrence	IMPACT ON COMMUNITY					
		People	Buildings	Infrastructure	Critical Facilities	Livelihoods	Total
Landslides	3	3	3	3	3	3	45
Hurricane	3	3	3	3	3	3	45
Drought	2	3	1	2	1	3	20
Flooding	1	1	1	1	1	2	67

Community Resources and Capacity Analysis

In order for the community to implement its Community Based Disaster Risk Management Plan, an analysis of the community's resources and capacities to cope and manage disasters was assessed and a listing of these is provided below.

Table PR6: Community Capacity

Capacity	Type of Resource	Task
Skills	Masons, farmers, carpenters, electricians, Mechanics, barbers, hairdressers and plumbers	Masons, Carpenters, Electricians, Plumbers: Help in the reconstruction of buildings, assist in retrofitting houses, assist in emergency repairs at shelters Farmers: Supply community members and Emergency Shelters with food
Knowledge	Teachers, Police, Firemen, Pastors, and Social Workers	Teachers: Assist with Public Education Programmes, Emergency Shelter operations Nurses, Community Health Aids: Assist in the following areas: sick and injured, community health checks, emergency shelter operations, public education Police, Firemen: Assist in maintaining law and order in the community, public education programmes, Pastors, Social Workers: Provide counseling service to victims of disasters, assist with public education, assist in emergency

Capacity	Type of Resource	Task
		shelter operations
Networks	CBOs	Assist the community with recovery.
Transportation	Taxi operators, trucks and private motor cars	Transport people to and from the community.
Building/Structures	Schools and Churches	Use as place of learning and shelters
Means of Care		
Medical Care		
Means of communication	Cell phones and Internet	Assist in linking the community with the outside.
Commercial Enterprises	Small Shops	Transport tourists down the river.

PREVENTION

Prevention is the outright avoidance of the impact of hazards and disasters.

Table PR7: Identify and list any hazard which can be prevented, and what is needed to carry out those actions.

HAZARD & IMPACT	PREVENTATIVE ACTION	RESOURCE NEEDED AVAILABLE INTERNALLY/EXTERNALLY
Landslides		
Damage to buildings	<ul style="list-style-type: none"> Do not build in areas prone to landslide Construct proper retaining walls 	<ul style="list-style-type: none"> Planning authority to identify these zones. Money and labour
Damage to roads	<ul style="list-style-type: none"> Construct proper retaining walls 	<ul style="list-style-type: none"> NWA and or Parish Council Support
Fires		
Damage to house and property	<ul style="list-style-type: none"> Always be mindful of how flammable materials are been used 	<ul style="list-style-type: none"> Individuals and also Jamaica Fire Brigade to help to educate persons about fire hazards.
Hurricane		
Damage to roofs and windows	<ul style="list-style-type: none"> Baton down windows and use hurricane straps on roofs 	<ul style="list-style-type: none"> Money and Labour
Fatalities	<ul style="list-style-type: none"> Evacuation 	<ul style="list-style-type: none"> Transportation and shelter

MITIGATION

In order to ensure that future development in the community is not exposed to the same hazards as in the past, implementation of a mitigation plan is deemed essential to facilitate sustainable development as well as create an enabling environment for reducing disaster risks. The elements of the community's overall mitigation plan are set out below.

Areas Which Should Not Be Developed

The following areas in table 7 below were identified by the community as being unsuitable for future development because these areas are vulnerability to natural hazards.

Table PR8: Areas for No Development

AREA	REASON FOR NO DEVELOPMENT
Fine hill	▪ Continuous landslide and road break away
Bottom bridge	▪ History of Major landslides in the past (1988)
Coopers road	▪ Flooding in this area however it is primarily farm land
Prosper	▪ flooding, natural pond (1 home located in the area currently)

Zoning

The following areas in table 8 below were identified by the community as being suitable for development.

Table PR8.1: Suitable Areas for Development

AREA	TYPE OF DEVELOPMENT WHICH WOULD BE SAFE
Areas not affected by landslide and flooding	Housing, businesses, farming

Areas Which Can Be Developed With Appropriate Mitigation Activities

These are “special areas” in the community which could be developed or could be made safer if certain mitigation activities were implemented.

Table PR8.2: Special Areas for Development

AREA	MITIGATION MEASURES NEEDED
Not Stated	Not Stated

Community Mitigation Activities

The following are some activities that the community can do itself to reduce the impact from hazards.

Table PR8.3: Community Mitigation Activities

HAZARD	ACTIVITY	TIMEFRAME
Landslides	▪ Do not build in areas with history of landslides or put farm on these sites.	▪ 2-10 years
	▪ No road construction will be recommended for these affected areas.	▪ 2-10 years
	▪ Soil Conserving Methods	▪ Immediate
	• Construct and improve drains	▪ Immediate
Fires	▪ Light fires only when necessary and monitor	▪ Immediate

Mitigation Activities Requiring External Help

The mitigation activities are beyond the scope of the community and as such require external assistance for successful implementation.

Table PR8.4: Mitigation Activities Requiring External Help

HAZARD	ACTIVITY	AGENCY
Landslides	<ul style="list-style-type: none"> ▪ Soil conservation measures – and prepare and distribute geological report of the community. ▪ Better farming and land use practices ▪ Construct and improve drains ▪ Hydrology Report 	<ul style="list-style-type: none"> ▪ RADA, ▪ NWA and Parish Council ▪ WRA ▪ Mines and Geology
Fires	Conduct Fire drill, talks/ education on fire safety	JFB
	Disaster Education, Education on Welfare Channels	St. James Parish Council

Mitigation Action Plan

The mitigation action plan identifies the disaster risk reduction measures for implementation which will enable the community to become disaster resilient in the long term. The community's Action Plan sets out a prioritized list of activities, timeframe and cost, and responsibility/partner for successful implementation.

Table PR8.5: Community Mitigation Action Plan

HAZARD AND IMPACT	ACTIVITIES NEEDED	TIME FRAME AND COST	RESPONSIBILITY/PARTNER
Land slide- Loss of Life and Property.	Disaster Mitigation Training and Awareness Drain System to be constructed	2 years- 2,000,000	TRZDC, ODPEM, SPC, NWA
	Development Plan	1 year- 2,000,000	TRZDC, Parish Council
Wild Fires- Loss of Life and crops, property	Public education on fire safety	5 years- 25,000,000	TRZDC, Parish Council, JFB
Hurricane-Loss of life, landslides, flooding	Geological Report	1 year- 2,000,000	TRZDC, Ministry of Mining
	Hydro-geologist report	1 year- 2,000,000	TRZDC,
	Public Awareness Campaign	2 years- 5000,000	TRZDC, ODPEM, SPC
Earthquake- Loss of Life and property, landslide.	Instrument Improvement	5 years- 100,000.000	NWA, Parish Council, UWI earthquake unit

Risk Transfer

Risk transfer is the process of shifting the financial cost risks from the community to another party so that if there is a disaster the affected community or persons can get some form of compensation.

Table PR9

INFORMAL risk transfer options	-have quarterly reports
	-starting a partner plan among three avn.
	-collection of dues for community welfare
FORMAL risk transfer options	
	-community insurance pool funds to be used for property and crops
	-a fund for persons who might lose jobs
	-partner with other NGO's have quarterly report done to highlight how money is spent
	Fund for Elderly and Vulnerable e.g. Mental health

It is necessary for members of the community to be trained in several areas of preparedness and response to help them better cope before in after an impact and to also better enable them to help themselves. The following trainings have been identified as being necessary for the community. A list of persons to participate in the trainings is to be confirmed.

TABLE PR10: TRAINING

Community Member/ Team	Training Activity	Provided By	Time Frame
Tangle River Youth Gruop	Initial Damage Assessment/ Basic Disaster management	ODPEM/SDC/ Parish Council	2 days/ 4days
Tangle River CDC	Initial Damage Assessment/Basic Disaster Management	ODPEM/ODPEM/ SDC	2day/4days
Tange River Red Cross Group	Initial Damage Assessment/Basic Disaster Management	ODPEM/SDC/Parish Council	2days/4days

PUBLIC EDUCATION AND AWARENESS

The public education and awareness strategy seeks to increase awareness, provide the community with current information on protective measures for all threats facing the community.

Table PR11:

Hazard	Public Education Action	Public Education Strategy	Timeline	Responsibility
landslides	Sensitization through meeting	Distribution of brochures and disussion in meeting	ongoing	Tangle River Zonal Committee
earthquake	Sensitization through meeting	Distribution of brochures and disussion in meeting	ongoing	Tangle River Zonal Committee
hurricane	Sensitization through meeting	Distribution of brochures and disussion in meeting	ongoing	Tangle River Zonal Committee

PREPAREDNESS AND INITIAL RESPONSE

Monitoring

The following persons are responsible for monitoring situations in or that may affect the community and disseminate information to the DRM group.

Table 32: Community Monitoring Programme

SITUATION	RESPONSIBILITY
Hazards or dangerous situations in the community	ZDC
Listening to the radio for official information	Secretary of ZDC
Monitoring marine weather forecasts	Vice President of ZDC
Liaising with Parish Disaster Committee and Coordinator and ODPEM	President of ZDC
Other	

Warning

The community must be alerted to the possibility of a threat or dangerous situation. Table 14 identifies the traditional warning systems to be used by residents to warn of impending disasters- hurricane/flooding, landslide, storm surge and fire for protection of the community.

Table PR13: Traditional Early Warning System

Hazard	Method of Delivery	Target Group	Responsibility
Hurricane	Cell phone	Response teams	Tangle River Zonal Committee
	Bells, Whistles and verbal	Children; Disabled , pregnant women	Tangle River Zonal Committee
	Loudspeaker	community	Tangle River Zonal Committee
Landslide	Cell phone	Response teams	Tangle River Zonal Committee
	Bells, Whistles and verbal	Children; Disabled , pregnant women	Tangle River Zonal Committee
	Loudspeaker	community	Tangle River Zonal Committee
Flooding	Cell phone	Response teams	Tangle River Zonal Committee
	Bells, Whistles and verbal	Children; Disabled , pregnant women	Tangle River Zonal Committee
	Loudspeaker	community	Tangle River Zonal Committee

The following focal person(s) will be responsible to give warning signals to alert the vulnerable groups and other persons in the community.

Table 44: Early Warning Activity and Responsibility

ACTIVITY	RESPONSIBILITY	MEANS
Warn the special needs residents:	ZDC	Word of mouth/Mobile/Bull horn
Old and sick Persons (List names)	ZDC and Red Cross Community Representative	Word of mouth/Mobile/Bull horn
Mothers with babies and young children	Red Cross Community	Word of mouth/Mobile/Bull horn
The School	Shelts Manager	Word of mouth/Mobile/Bull horn
Members of the community who are sea, List names:	N/A	Word of mouth/Mobile/Bull horn
Evacuation zones residents	ZDC	Word of mouth/Mobile/Bull horn
Rest of community	ZDC	Word of mouth/Mobile/Bull horn
Update ODPEM	ZDC	Mobile
Update PDC	ZDC	Mobile

Evacuation

The evacuation plan will be a guide for the community to coordinate their efforts with disseminating early warning to ensure timely and orderly evacuation of the vulnerable areas and persons.

The following high risk areas should evacuate to the nearest shelter during an emergency.

Table 55: Areas to be Evacuated during an Emergency

AREA	REASON FOR EVACUATING
Fine Hill, Bottom Bridge, Prosper	<ul style="list-style-type: none">▪ Land slides and flooding are possible▪ Prevent loss of lives- people and animals

Evacuation Route

Persons who require assistance to their assigned shelters such as the elderly, women with children or shut-ins will move to the designated assembly points identified above.

For those who travel by foot should follow the prescribed evacuation route to the shelter.

Persons who have private vehicles must evacuate following the evacuation route.

Table 66: Evacuation Route and Mode of Transportation to Emergency Shelter

AREA FOR EVACUATION	EVACUATION ROUTE	SHELTER	TRANSPORTATION MODE
Areas prone to landslides fire and floods.	Prescribed	▪ Designated	▪ Cars, Bus
	routes	Shelters	▪
		▪ Relatives Homes	
		▪ Church premises, schools	▪
Cooper's Road	Take Phoenix Road to Maldon High.	Maldon High	▪ Foot/Vehicle
Prosper	Take road to Flamsteads	Vaughnsfeild Primary	▪ Foot/Vehicle
Fine hill	Tangle River Main Road to Maldon/	Maldon High and Vaughnsfeild Primary	▪ Foot/Vehicle
Bottom Bridge	Main Road to Flamstead	Vaughnsfeild Primary	▪ Foot/Vehicle

The evacuation procedure for the community is detailed below in Table 15.

Table 77: Evacuation Procedures

ACTIVITY	RESPONSIBILITY
Evaluate threat or liaise with PDC/ODPEM on need for evacuation	President, ZDC
Alert residents on possible evacuation	Vice President, ZDC
Decide on timing	ZDC
Ensure special needs populations assisted	Secretary ZDC/Red Cross, CDC
Organize transportation	ZDC/Red Cross, CDC, CBOS
Identify route to be used	ZDC/Red Cross
Ensure shelter available	Red Cross
Register all persons who are evacuating and their destination	ZDC, CDC, Red Cross
Start evacuation	Red Cross
Check that all areas safely evacuated	ZDC/Red Cross, CDC
Inform Parish Disaster Committee	ZDC President/Vice President/Secretary

Evacuation Team

Table 87.1:

District/ Area	Evacuation Team/ Person	# Households in Area	Vulnerable Group & #'s to evacuate	Team Responsibility
Tangle River Community- (Prosper Coopers Road)	Chillion Whyte, Ms Joan Anderson, Ian Lewis, Anton Morris, Aubrey Thompson, Jennifer McNaughton	Landslide-6 Soil Creap- 4 Flooding-1		evacuate the area and move residents to the shelter

Shelter

Table 19 below highlights the designated shelters for the community. All persons are encouraged to carry food to last them for three days. See Appendix D for list of items needed.

Table PR18: List of Official and Unofficial Emergency Shelters

Shelter Name & Location	Access Route to Shelter	Type of Use	Status/ Condition of Shelter	Shelter Manager (Name & Contact)	Shelter Management Team (Name, Role, & Contact)	Liaison Officer
Maldon High School	Main road from Montego Bay make left at point intersection to Summer Hill square where high school is.	general	good	Donetta Magee Clarke 344-1089, 3848414	Claudette Blair – 828-9812 Ms. Spence – 897-6464 Ms. Ivy McFarlane 817-9716	Tamoy Sinclair, PDC
Vaughansfield Primary and Infant School	Main road from Montego Bay to community of Vaughansfield to school	general	good	Jennifer O'Brian 4583195, 799-0398 Mr. Ian Singh 4495856	Mr. Ian Singh 4495856	Tamoy Sinclair, PDC
Tangle Apostolic Church		Unofficial	good	Chillion Whyte 4074157		Tamoy Sinclair, PDC

Preparedness Action Plan

The community Action Plan sets out the preparedness activities to be done on a yearly basis.

Table 99: Community Preparedness Action Plan

ACTIVITY	RESPONSIBILITY	TIMEFRAME
Clean all drains	Parish Council, Owners of Property and Citizens	As often as necessary
Train team members	ZDC, CDC, SDC, EDPEM	As often as necessary
Replenish first and search and rescue kits	Red Cross and ODPEM	2 Times per year
Make arrangements for access to relief supplies	Citizen's Association and Food for the Poor	As it necessitates
Start hurricane awareness	Red Cross and ODPEM	Before hurricane season

Simulation and Drills

The CDRM will organize with the relevant agencies to conduct drills and simulation exercises for fire and earthquake preparedness and response. These exercises will allow for the testing of the disaster plan to show strengths and weakness in the capability of the community to respond during an emergency.

Table PR20

Type of Exercise/ Drill	# Drills per Year	Date of Next	Organizer
Evacuation	once	April	PDC, Tangle river zonal committee
Earthquake Land search and rescue and first aid	once	May	PDC, Tangle river zonal committee

RESPONSE AND RELIEF

TABLE PO1: Instructions for DRM Team

The Command Centre will be located at the will serve as an assembly point for community members to garner information regarding the effect of the disaster. It is also where volunteers can sign-in for instructions and assignments. will also serve as a meeting place where residents will seek to reunite or locate family members or friends.

The Command Center will forward information to the Parish Emergency Operations Centre (PEOC). The Community Disaster Chairman will assume the lead at the Command Center. The Public Education Coordinator will serve as the sole public spokesperson in The Disaster Risk Management Group will also develop an inventory and assess damage, and where feasible, secure the perimeter of dangerous areas. TheDisaster Risk Management Group will have available several bilingual volunteers who will help the Police, Fire and Building Inspectors communicate with residents.

The Chairman shall declare an emergency when a predetermined condition has been met or when advised by the Office of Disaster Preparedness and Emergency Management (ODPEM). Operating procedures will be activated as set out in the relevant Standard Operating Procedures / Plans as outlined in the APPENDICES A & B.

Response

Search and Rescue/First Aid/Emergency Medical Care

TABLE PO1.1: Response Procedure – Search and Rescue/First Aid/Emergency Medical Care

ACTIVITY	RESPONSIBILITY	SHORT REPORT
Send out Search and Rescue and First Aid Team to check on:		
Elderly	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Persons with Disabilities	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Single Mothers	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Damaged buildings and houses for occupants	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Persons stranded by floodwater	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Check for:		
Deaths	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Injuries	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Persons in need of emergency assistance	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Check if any members of the community thought to be missing at sea	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Call for any external assistance	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Update PDC, ODPEM	CDRM Team	Zonal Chairman and Parish Disaster Coordinator
Update Community	CDRM Team	Zonal Chairman and Parish Disaster Coordinator

Initial Damage Assessment

The following persons will conduct damage assessment and report damages and needs to relevant agencies.

TABLE PO2: Community Damage Assessors

ACTIVITY	RESPONSIBILITY	REPORT RECEIVED
Send out Rapid Damage Assessment Team	ZDC	ODPEM, Parish Council and NWA
Check on:		
Roads : Open Closed In need of urgent repair to provide access:	ZDC and CDC	ODPEM, Parish Council and NWA
Power:		
Fallen lines, poles, transformers:	ZDC and CDC	Utilities Company
Any dangerous situation e.g. live wires, raw sewage, leaking gas etc	ZDC and CDC	Utilities, ODPEM, NEPA
Water lines:		
Broken, missing sections, availability	ZDC and CDC	NWC
Describe state of:		
Community Centre	ZDC and CDC	Parish Council and CBO
School	ZDC and CDC	M.O.E Political Representative
Clinic	ZDC and CDC	M.O.H
Churches	ZDC and CDC	Parish Council
Shops, other businesses	ZDC	Owner, Parish Council and ODPEM

Means of livelihood	ZDC, CDC, SDC	Parish Council and ODPEM
Boats, fishing gear	N/A	
Sea walls and sea defence, mangroves	N/A	
Other	ZDC, CDC, SDC	Parish Council, NWA, Political Rep.

Note: IDA Form will be used to collect the information.

Response Action Plan

Based on the initial damage assessments, the following priorities for response in the Action Plan were identified.

TABLE PO3: Community Response Action Plan

RESPONSE ACTIONS IN ORDER OF PRIORITY	RESPONSIBILITY	AGENCY TO REPORT TO	TIMEFRAME	COST
Activation of Shelters	ZDC, Red Cross	ODPEM, Parish Council	2 Days before event	\$100,000
Feeding of Shelterees	PDC, ZDC	Parish Council, PDC	3 Days before event	\$200,000
Stocking of Shelters	PDC, ZDC	PDC	2 Days before event	\$300,000
Trucking of Water	PDC, ZDC	PDC, NWC	When necessary	\$100,000
Alternative Sources of Lighting	ZDC, CDC, PDC	PDC, ODPEM	1 Days before event	\$100,000
Garbage Removal from shelters	ZDC	PDC, NSWMA, NWA	1 Week after event	\$20,000
Search and Rescue	ZDC, Red Cross	ODPEM, Fire Brigade	When necessary	\$20,000
Children Welfare and the Disabled	ZDC, Red Cross	M.O.H	2 Days	\$100,000
Single Mothers	ZDC, Red Cross	M.O.H	When necessary	\$100,000
Initial Damage Assessment	ZDC and Damage Assessment Team	ODPEM, Parish Council	When safe to do so after event	\$20,000
Welfare Assessment	ZDC	M.O.S.S	2 Days	\$5,000
Distribution of relief supplies	PDC, ZDC	PDC, M.O.S.S Red Cross	2 Days	\$15,000

RESPONSE ACTIONS IN ORDER OF PRIORITY	RESPONSIBILITY	AGENCY TO REPORT TO	TIMEFRAME	COST
First Aid	Red Cross, ZDC	M.O.H, Red Cross	When necessary	\$10,000
Activation of EOC	PDC	ODPEM	24hrs before event	\$20,000
Distribution of Food to Shelterees	ZDC, PDC	PDC Red Cross Parish Council	1 Day before event	\$100,000
Return of emergency shelter to normal use	ZDC, CDC	PDC M.O.E	When necessary	\$200,000
Cleaning Up of Households	CDC,CBO,Community	CBO, CDC, NIS	When necessary	\$200,000
Repair damaged roads	CDC	NWA Parish Council	When necessary	\$200,000

Relief

TABLE PO4: Relief Assistance

ACTIVITY	RESPONSIBILITY
Identify members of community who have:	
Received damage	ZDC Initial- Damage Assessment Team
Need shelter	CDC, ZDC, Red Cross
Lost means of income	SDC, CDC, Parish Council
Need assistance	SDC, CDC, Parish Council
Identify members of the community in need of psycho-social support or counseling	ZDC, SDC, CDC
Compile list and update PDC, ODPEM	ZDC, SDC

RECOVERY

Recovery Action Plan

TABLE PO5: Community Recovery Action Plan

ACTIVITY	PRIORITY	RESPONSIBILITY	TIMEFRAME	COST
Clearing of Roads	1	Ian Lewis, Chillion Whyte	Immediately after the event has passed and assessment are done	To be determined
Repairing of damaged roofs	1		As soon as possible	To be determined
Restoration of public utilities	1	Relevant Agencies	As soon as the all clear is given	To be determined
Evacuation of shelters for resumption of normal use	1	Chillion Whyte	As soon as the all clear is given	To be determined

APPENDIX A – VULNERABLE POPULATION

Vulnerable Group/ Person & Contact Info	Type of Vulnerability (disability &/or hazard)	Location of Vulnerable	Next of Kin/ Care Giver & Contact Info.	CDRT/CERT member Responsible	Responsibility (what to do)
Reid level	blind	Tangle river	Mr. Lewis bowlyn	Joan Anderson	Health and welfare
Trevor Morrison	Mentally challenged	Prosper Tangle River	Jennifer Whyte, Clover Grant	Joan Anderson	Health and welfare
Bunny	Mentally challenged	Manny Hill, Tangle River	Mr. Steneth	Joan Anderson	Health and welfare
Clifford myres	Elderly	Prosper	Chillion Whyte	Joan Anderson	Health and welfare
Johnny	Elderly	Myrie Tangle River	Joy Whyte	Joan Anderson	Health and welfare

APPENDIX B – EQUIPMENT/ASSETS/RESOURCE LIST

The table identifies the equipment and the quantity the CDRM team requires.

Items the community already has

Emergency Supplies available in Community

Items (Quantity per Item)	Storage Location	Contact Person (s) for Storage	Contact Number
Water Boots	Residents Homes	Community members	None Available
Machetes	Residents Homes	Community members	
Shovels	Residents Homes	Community members	

APPENDIX C - *Items required externally*

Items Required	Quantity	Source Agency/ Business	Responsibility
▪ First Aid Kits	3	Red Cross, ODPEM, Parish Council	Parish Disaster Coordinator – Ms Tamoy Sinclair
▪ Shovels	5	Nation Works Agency	Ms. Tamoy Sinclair
▪ Gloves	10	ODPEM	Ms Tamoy Sinclair
▪ Rain cloaks	15	ODPEM	Ms. Tamoy Sinclair
▪ Hard hats	15	Nation Works Agency	Ms. Tamoy Sinclair
▪ Power Saws	2	National Works agency	Ms. Tamoy Sinclair
▪ Axe	3	Fire Brigade	Ms. Tamoy Sinclair
▪ Fire Extinguisher	5	Fire Brigade/ ODPEM	Ms. Tamoy Sinclair
▪ Heavy duty Sledge Hammers	30	Parish Council	Ms. Tamoy Sinclair
▪ Flashlights	20	ODPEM, Parish Council	Ms. Tamoy Sinclair
▪ Food		Food for the Poor	Ms. Tamoy Sinclair

APPENDIX D – EMERGENCY SUPPLIES TO BE TAKEN TO SHELTER

- Tinned Food – mackerel, corned beef, mixed vegetable, sardines etc.
- Salt Fish
- Crackers
- Drinking Water
- Medication
- Lantern or Flashlight
- Bedding or Blankets
- Sponge Foam Pad for sleeping
- Toiletries such as soap, toothbrush, toothpaste, rags, deodorant and shampoo.
- For Babies: Pampers, formulae, cough syrup, soap, baby shampoo, mosquito repellant
- Utensils
- Can Opener
- Books
- Toys for Children
- First Aid Kits

APPENDIX E - Stakeholder Partnerships

The stakeholder analysis represents the relationship between Tangle River and the different individual groups and organizations and their involvement in supporting the community's activities and programmes. These partnerships are important to assist the community in its drive to reduce the impact of hazards and mobilize the necessary resources to do so.

Table : Stakeholder Partnerships

Agency/ Organization/ Representative	Nature of Relationship	Contact Person	Contact Number
National Works Agency (NWA)	Road repairs and maintenance	Mr. Damion Townsend	993-2531
Portland Parish Council	Advise, coordinates and support disaster preparedness activities	Ms. Tamoy sinclair	356-2594
SDC	Community Development Officer	Mrs. Tracy Phillip Thomas	247-2853
Ja. Agricultural Society		Aubrey Thompson	408-6564
Police	Security	Sergeant Smith	365-1233
Fire	Provide Service	Mr. Chillion Whyte	407-4157
Red Cross		Ms. Joan Anderson	396-0533
Tangle River Community Club		Chillion Whyte	4074157
ODPEM	Western Region Disaster Coordinator	Mr. Roland Haye	8444792
Councilor		Roger Dowe	#89-2319, 323-4928

APPENDIX F – Photo Gallery



The retaining wall gave way resulting in the road been damaged



Van navigating around section of road been damage by landslide



Home of a resident get damage as a result of landslide



Landslide cause serious damage to home of resident.



Baptist Church suffered damage as a result of landslide



Church members inspecting damage done to church



Zonal Chairman identifying location of drain being build



Showing drainage channel to be constructed



Showing drainage channel to be constructed



Showing drainage channel to be constructed

APPENDIX G - HURRICANE STANDARD OPERATING PROCEDURES (SOPs)

Purpose

The purpose of this Hurricane SOP is to establish the necessary action steps for an effective and safe response to hurricanes that could potentially affect the community of Tangle River. Hurricanes could result in damages to community infrastructure and facilities, loss of life and property, and other incidents with varying severity from minimal to catastrophic; depending on the intensity of the hurricane. The CDRM Group shall work with government organizations, NGOs/CBOs, private sector and other stakeholders to facilitate the safety of community members. It is the intent of this SOP to maintain clearly defined procedures for before, during and after hurricane events. Hurricanes occur primarily during a distinct season that runs from June 1 to November 30.

Objectives

The concepts and procedures in this SOP are set to:

- Facilitate coordination among community members and the CDRM Group in preparing for and responding to hurricanes.
- Ensure a logical and sequenced set of actions for community response.
- Assign specific task to ensure collaboration and execution activities.

Threat Assessment

The National Oceanic and Atmospheric Administration, provides an annual forecast for the Hurricane Season. Information regarding forecast is communicated through the Meteorological Service of Jamaica (Met Office) and the ODPEM. The annual anticipated threat for the purpose of this plan includes:

- At least one (1) hurricane event or near miss (with significant wind and rain).
- Significant rain events during the period at least one (1) affecting community.

Basic Planning Assumptions

- At least one major Hurricane will probably affect the country/community

- CDRM Group will remain active and functional
- Community members will be responsive to CDRM Group programmes, initiatives, warning and other information.
- There is commitment and support from agencies and departments of government to assist community.
- Community is will to utilize their own resources in preparedness and response.
- CDRM Group will train and establish Community Emergency Response Team(s) (CERTs).

Concept of Operations

These SOPs are designed to establish a concept of operations spanning the direction and control of the disaster from an initial monitoring through post-disaster response, recovery, and mitigation. All activities are community driven, with technical assistance provided by agencies, departments, NGOs and private sector as necessary.

Procedures will be categorized into the following phases:

Phase 1: Prevention, Preparedness and Mitigation (January through to 144 hours before impact).

Phase 2: Alert (144 hours up to 72 hours before impact)

Phase 3: Event and Event Response (72 hours before impact through to 120 hours after landfall/All Clear)

Phase 4: Recovery

HURRICANE CATEGORIES

Category One Hurricane

A Category One Hurricane has winds of 74 to 95 mph and is typically characterized by *minimal damage*. Storm surge is generally 4 to 5 feet above normal.

Category Two Hurricane

A Category Two Hurricane has winds of 96 to 110 mph and is typically characterized by *moderate damage*. Storm surge is generally 6 to 8 feet above normal.

Category Three Hurricane

A Category Three Hurricane has winds of 111 to 130 mph and is typically characterized by *extensive damage*. Storm surge is generally 9 to 12 feet above normal.

Category Four Hurricane

A Category Four Hurricane has winds of 131 to 155 mph and is typically characterized by *extreme damage*. Storm surge is generally 13 to 18 feet above normal.

Category Five Hurricane

A Category Five Hurricane has winds of greater than 155 mph and is typically characterized by *catastrophic damage*. Storm surge is generally greater than 18 feet above normal.

Warnings and Watches

The National and Regional Weather Service issues the following types of warnings and watches associated with tropical storms:

Tropical Storm Watch

A tropical storm watch is issued when tropical storm conditions, including winds from 39 to 73 mph, pose a possible threat to a specified coastal area within 36 to 48 hours.

Tropical Storm Warning

A tropical storm warning is issued when tropical storm conditions, including winds from 39 to 73 mph, are expected in a specified coastal area within 36 hours or less.

Hurricane Watch

A hurricane watch is issued for a specified coastal area for which a hurricane or a hurricane-related hazard is a possible threat within 36 to 48 hours.

Hurricane Warning

A hurricane warning is issued when a hurricane with sustained winds of 74 mph or higher is expected in a specified coastal area in 36 hours or less.

Flash Flood Watch

A flash flood watch means a flash flood is possible in an area and everyone should stay alert.

Flash Flood Warning

A flash flood warning means a flooding has been report and flash flood is imminent and everyone in the area should take immediate action to protect lives and property.

OPERATING PROCEDURES

Phase 1: Prevention, Mitigation and Preparedness (January through to 5 Days before impact).

Prevention, Mitigation and Preparedness activities as mentioned in these SOPs are specific actions to be taken by respective CDRM Coordinators and their teams (drafted support persons) to ensure proper planning and coordination for hurricane emergency. Coordinators should utilize other information and measures highlighted in the CDRM Plan to as a guide for other actions.

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Continue to support and promote public information and awareness programmes.	1. Roslyn Perkins 2. Mrs. Joan Anderson 3. Mrs. Jennifer Whyte
2. Sensitize special needs population	1. Roslyn Perkins 2. Mrs. Joan Anderson 3. Mrs. Jennifer Whyte
3. Organize how special needs population will be evacuated and transportation required.	1. Deonelle stennette 2. Anton Morris
4. Put arrangements in place to have vehicles to be used in evacuation fuelled with petrol	1. Deonelle stennette 2. Anton Morris
5. Send a reminder/update to the Fire Brigade of the evacuation route for the community. Do a walk through if possible	1. Deonelle stennette 2. Anton Morris
6. Sensitization of persons in the community without vehicles of assembly area for transportation to more safe location.	1. Roslyn Perkins 2. Mrs. Joan Anderson 3. Mrs. Jennifer Whyte
7. Identify areas in the community where high potential for infrastructure/property damages.	1. Aubrey Thompson 2. Chillion Whyte 3. Vanley Spence

ACTIVITIES	RESPONSIBLE PERSON(S)
8. Ensure DRM teams are aware of all high risk locations in the community.	1. Aubrey Thompson 2. Chillion Whyte 3. Vanley Spence
9. Prepare areas for sheltering persons in need	1. Deonelle stennette 2. Anton Morris
10. Re-engage community volunteers to provide assistance in shelters and other areas. Consult with PDC for facilitating training or refresher courses.	1. Deonelle stennette 2. Anton Morris
11. Ensure new developments are assessed and relevant measures put in place to safeguard community.	Mrs. Joan Anderson Anton Morris Chillion Whyte Ian Lewis
12. Organize mitigation and prevent projects and work days with technical guidance from relevant agencies (with the help of the PDC.	Mrs. Joan Anderson Anton Morris Chillion Whyte Ian Lewis

Phase 2: Alert (5 Days up to 72 hours before impact)

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Meet and assess the community's state of preparedness for a hurricane 2. Advise community to listen to all weather advisories	1. Chillion Whyte 2. Ian Lewis 3. Joan Anderson 4. Jennifer Whyte 5. Deonelle Stennett

ACTIVITIES	RESPONSIBLE PERSON(S)
<ol style="list-style-type: none"> 1. Issue warning of threat 2. Alert and notify: <ul style="list-style-type: none"> • PDC that community DRM teams are activated • Other CBOs • Shelter Managers • Response personnel 3. Make available all relevant information on the hazard to the general community. 	<ol style="list-style-type: none"> 1. Anton Morris 2. Deonelle stennette
<ol style="list-style-type: none"> 1. Pre-check and activate SOPs 2. Alert all trained community first aiders and search and rescue personnel. 3. Have first-aid kits prepared 	<ol style="list-style-type: none"> 1. Deonelle stennette 2. Anton Morris
<p>Personal for families:</p> <ul style="list-style-type: none"> ▪ Make sure your family goes over the family disaster plan. ▪ Make plans for protecting your house, especially the roof, windows and doors. ▪ Have flashlight and extra batteries ▪ Have portable battery-operated radio and extra batteries ▪ Ensure provisions are put in place for emergency food and water. 	<ol style="list-style-type: none"> 1. Deonelle stennette 2. Anton Morris 3. Owen Gordon 4. Gamal Morris 5. Aubrey Thompson 6. Nicholas Reid

ACTIVITIES	RESPONSIBLE PERSON(S)
Protecting the community: <ul style="list-style-type: none"> ▪ Trim dead or weak branches from trees ▪ Clear all drains that will cause flooding 	<ol style="list-style-type: none"> 1. Ian Lewis 2. Mrs. Joan Anderson 3. Chillion Whyte 4. Anton Morris 5. Deonnelle Stennette
Listen to all weather advisories and information from ODPEM, MET office, and communicate with PDC.	<ol style="list-style-type: none"> 1. Chillion Whyte 2. Anton Morris 3. Deonnelle Stennette

Phase 3: Event and Event Response (72 hours before impact through to 5 Days after landfall/All Clear)

ACTIVITIES	RESPONSIBLE PERSON(S)
DRM Team Advise the Community to listen to all weather advisories and remain alert	<ol style="list-style-type: none"> 1. Anton Morris 2. Deonnelle Stennette
Continue to listen to all weather advisories and reports.	<ol style="list-style-type: none"> 1. Anton Morris 2. Deonnelle Stennette

A. HURRICANE WATCH - 48 Hours before Impact

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Personal preparation food supplies 2. Securing official documents 3. Securing home and get rid of all thing around the yard that can be missile in a hurricane 4. Check on neighbours that may need help	1. Aubrey Thompson 2. Owen Gordon 3. Nicholas Reid 4. Gamal Morris
Ensure the Elderly and Physical challenged are notified and assisted to prepare for event.	1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon

B. HURRICANE WARNING - 36 Hours before impact

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Activate and brief all community teams and volunteers 2. Test the systems of communication within the community. 3. If cell phones are the be used ensure credit is bought 4. Ensure phones can be charged	1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon
Activate volunteers to be on standby to assist with damage assessment. Conduct briefing of these volunteers	1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon

ACTIVITIES	RESPONSIBLE PERSON(S)
<ol style="list-style-type: none"> 1. Activate and prepare emergency shelters 2. Deploy relief and welfare volunteers to emergency shelters 	<ol style="list-style-type: none"> 1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon
<p>Ensure contacts are made with the PDC and other stakeholders for assessment of shelter facilities if necessary.</p>	<ol style="list-style-type: none"> 1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon
<p>Contact PDC and prepare to Initiate evacuation procedures for the community</p>	<ol style="list-style-type: none"> 1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon
<ol style="list-style-type: none"> 1. Re-check arrangements and MOUs with private bus owners and other volunteers in the community. 2. Pre-position the following resources to areas which will potentially be cut off: <ul style="list-style-type: none"> ▪ Food stocks/welfare items ▪ Communications equipment ▪ Manpower ▪ Power saws 3. Refuel vehicles 	<ol style="list-style-type: none"> 1. Anton Morris 2. Nicholas Reid 3. Gamal Morris 4. Aubrey Thompson 5. Owen Gordon

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Encourage residents to activate family plans 2. Pre-position resources: List these resources <ul style="list-style-type: none"> • equipment, ropes, etc • Food stocks/welfare items • Communications equipment • Manpower 	1. Anton Morris 2. Nicholas Reid 3. Gamal Morris 4. Aubrey Thompson 5. Owen Gordon

C. 24 Hours before impact

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Notify PDC of activation of evacuation plan 2. Consult PDC on all matters relating to the activation of any or all evacuation systems.	1. Gamal Morris 2. Nicholas Reid 3. Aubrey Thompson 4. Owen Gordon
Activate and test local communications links and report to PDC.	1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon
Brief community of activation of evacuation and persons to be evacuated: <ul style="list-style-type: none"> ▪ Review evacuation routes and gather your disaster supply kit in case you are instructed to evacuate. ▪ Communicate assembly points and deploy marshals. ▪ Make contact with shelter managers to receive evacuees. ▪ Inform PDC of actions to be taken. 	1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon

ACTIVITIES	RESPONSIBLE PERSON(S)
<ul style="list-style-type: none"> ▪ All electricity and gas supplies should be shut-down when closing businesses or evacuating homes ▪ Ensure the Elderly and Physically challenged to be evacuated ▪ Ensure registration of all evacuated ▪ Check that all needing evac are safely evacuated. 	
<p>Monitor radio for hurricane warnings and public information via news releases through ODPEM and Met office</p> <p>Monitor Radios for precautionary tips together with packaged information of the activities of responding agencies.</p>	<ol style="list-style-type: none"> 1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon
<p>Alert community Initial Damage Assessment Team(s).</p>	<ol style="list-style-type: none"> 1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon
<p>Confirm lines of credit with merchants to enable easy access to relief supplies after the disaster</p>	<ol style="list-style-type: none"> 1. Nicholas Reid 2. Gamal Morris 3. Aubrey Thompson 4. Owen Gordon

D. 16 Hours before Impact to Landfall

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Maintain contact with PEOC 2. Advise PEOC of weather conditions and state of preparedness 3. Confirm arrival and status of evacuees in shelters 4. Check in with standby teams and community response personnel	1. Chillion Whyte 2. Ian Lewis 3. Nicholas Reid

E. THE BLOW

ACTIVITIES	RESPONSIBLE PERSON(S)
Monitor and report events as far as possible.	1. Chillon Whyte 2. Ian Lewis
Maintain contact with PEOC, Shelters and response personnel.	1. Gamal Morris 2. Nicholas Reid

F. AFTERMATH (IMMEDIATELY following the blow to 5 Days after all clear)

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Check with PDC for persons to return home but only after authorities say it is safe to do so. Keep tuned to your local radio or TV station for recovery information. Confirm All Clear	1. Gamal Morris 2. Nicholas Reid
1. Deploy community damage survey teams or assessors 2. Deploy community response teams to check on vulnerable (elderly and physically challenged) and critical facilities. 3. Check for deaths, injuries and persons needing emergency assistance 4. Conduct first aid and search and rescue operations as necessary 5. Notify PEOC of critical/emergency cases 6. Provide PEOC with status report	1. Gamal Morris 2. Nicholas Reid

F (a) Up to 48 Hours after All Clear

ACTIVITIES	RESPONSIBLE PERSON(S)
Provide initial damage survey and needs of the community	1. Gamal Morris 2. Nicholas Reid

<ol style="list-style-type: none"> 1. Provide ground reconnaissance intelligence to the PDC. 2. Assist the Fire Brigade and NWA with road clearing, and search and rescue activities through the PEOC . 3. Assist with the establishment and staffing of registration centres. 	<ol style="list-style-type: none"> 1. Gamal Morris 2. Nicholas Reid
<p>Beware of downed or loose power lines. Report them immediately to the JPS, Police or Fire Department.</p> <p>Advise community members to enter their homes with caution:</p> <ul style="list-style-type: none"> ▪ Open windows and doors to ventilate or dry your home. Do not use candles or open flames in doors. Use a flashlight to inspect for damage. ▪ Check for gas leaks. If they smell gas or hear a blowing or hissing noise, quickly leave the building and leave the doors open. Call the gas company. ▪ Look for electrical system damage. If they see sparks or frayed wires, turn off electricity at the main fuse box. ▪ If they have to step in water to reach the electric box, call an electrician for advice. 	<ol style="list-style-type: none"> 1. Gamal Morris 2. Nicholas Reid
<ol style="list-style-type: none"> 1. Check for sewage and water-line damage. 2. If you suspect there is such damage, call the NWC company and or PDC. 3. Advise community not to drink or prepare food with tap water until notified it is safe to do so. 	<ol style="list-style-type: none"> 1. Gamal Morris 2. Nicholas Reid

F (b) 48 Hours to 5 Days After All Clear

ACTIVITIES	RESPONSIBLE PERSON(S)
<p>Constantly advise the community :</p> <ul style="list-style-type: none">• To conserve water and food• To stay living at their homes if it is safe to do so• To take particular care with hygiene and sanitary practices• Of measures being taken with respect to provision of food and water and restoration of public utilities	<p>1. Gamal Morris</p> <p>2. Nicholas Reid</p>
<p>1. Coordinate requests for and offers of assistance through the PEOC.</p> <p>2. Coordinate reconnaissance and damage assessment teams through the PEOC</p> <p>3. Ascertain the early requirements for Government assistance in re-establishing the community.</p>	<p>1. Gamal Morris</p> <p>2. Nicholas Reid</p>
<p>Coordinate the establishment, staffing and management of emergency shelters for sustained use in community.</p> <p>Encourage persons affected to stay with friends or family as first options</p>	<p>1. Gamal Morris</p> <p>2. Nicholas Reid</p>
<p>Coordinate requests, receipt and distribution of food, clothing and water supplies through the PEOC</p>	<p>1. Gamal Morris</p> <p>2. Nicholas Reid</p>

<ol style="list-style-type: none"> 1. Assist with the distribution of supplies d 2. Assist with the tracing of missing persons 3. Assist with needs assessments 4. Assist in the provision of welfare information to persons affected. 5. Begin to effect minor repairs to critical facilities and clear road ways and drains 	<ol style="list-style-type: none"> 1. Gamal Morris 2. Nicholas Reid
Continue to provide feedback and assistance to the community through the PDC and PEOC.	<ol style="list-style-type: none"> 1. Gamal Morris 2. Nicholas Reid

Phase 4: Recovery

ACTIVITIES	RESPONSIBLE PERSON(S)
<ol style="list-style-type: none"> 1. Mobilize Community members to assist each other with rehabilitation and reconstruction activities. 2. Encourage community members to rebuild bearing in mind mitigation measures (build back better). 3. Mobilize and conduct repairs to critical facilities and infrastructure (Schools, clinic, water supplies and others) 	<ol style="list-style-type: none"> 1. Gamal Morris 2. Nicholas Reid

<ol style="list-style-type: none"> 1. Update PDC on recovery activities by external agencies/departments/organizations. 2. Monitor progress and ensure deficiencies are reported. 	<ol style="list-style-type: none"> 1. Gamal Morris 2. Nicholas Reid
Mobilize CDRMG to seek assist from NGOs (e.g. Red Cross, Food for the Poor, ADRA and Others) to assist in community recovery initiatives.	<ol style="list-style-type: none"> 1. Jennifer Whyte 2. Joan Anderson 3. Chillion Whyte 4. Deonelle Stennett
<p>Identify and share Lessons Learnt to enhance future preparedness and response activities:</p> <ul style="list-style-type: none"> ▪ Challenges in responding to incidents ▪ Which systems were overburdened? ▪ What resources were lacking (human and physical)? ▪ How did the community cope? ▪ What areas of the SOPs need to be reconsidered? 	<ol style="list-style-type: none"> 1. Anton Morris 2. Nicholas Reid 3. Chillion Whyte 4. Ian Lewis 5. Aubrey Thompson
Revise SOPs as necessary	Zonal Committee

APPENDIX H - EARTHQUAKES - STANDARD OPERATING PROCEDURES (SOP)

Purpose

The purpose of this Earthquake SOP is to establish the necessary action steps for an effective and safe response to earthquakes that could potentially affect the community of Tangle River. Earthquakes can result in damages to community infrastructure and facilities, loss of life and property, and other incidents with varying severity from minimal to catastrophic; depending on the intensity of the earthquake. The CDRM Group shall work with government organizations, NGOs/CBOs, private sector and other stakeholders to facilitate the safety of community members. It is the intent of this SOP to maintain clearly defined procedures for before, during and after earthquake events.

Earthquake can happen at any time with varying degrees of strengths or magnitudes. The community recognizes that it must be prepared to respond, recover and mitigate against the effects of an earthquake.

Objectives

The concepts and procedures in this SOP are set to:

- Facilitate coordination among community members and the CDRM Group in preparing for and responding to earthquakes.
- Ensure a logical and sequenced set of actions for community response.
- Assign specific task to ensure collaboration and execution activities.

Threat Assessment

The community of Tangle River has little history of earthquakes. The anticipated threat for the purpose of this plan includes at least one event in the next ten years (at any time) that will have a moderate to major effect on most buildings and critical infrastructure.

Basic Planning Assumptions

- At least one moderate earthquake will probably affect the country/community in the next 5-100 years.
- CDRM Group will remain active and functional
- Community members will be responsive to CDRM Group programmes, initiatives, warning and other information.

- There is commitment and support from agencies and departments of government to assist community.
- Community is will to utilize their own resources in preparedness and response as far as possible.
- CDRM Group will train and establish Community Emergency Response Team(s) (CERTs).

Concept of Operations

These SOPs are designed to establish a concept of operations spanning the direction and control of the disaster from an initial monitoring through post-disaster response, recovery, and mitigation. All activities are community driven, with technical assistance provided by agencies, departments, NGOs and private sector as necessary.

Procedures will be categorized into the following phases:

Phase 1: Prevention, Preparedness and Mitigation (year round).

Phase 2: Event, Event Response, Damage Assessment

Phase 3: Recovery

ACRONYMS

AAR – After Action Report

CERT – Community Emergency Response Team

CDRMG – Community-based Disaster Risk Management Group

DRM – Disaster Risk Management

EOC – Emergency Operations Center

NEOC – National Emergency Operations Center

NGO – Non Government Organization

ODPEM – Office of Preparedness and Emergency Management

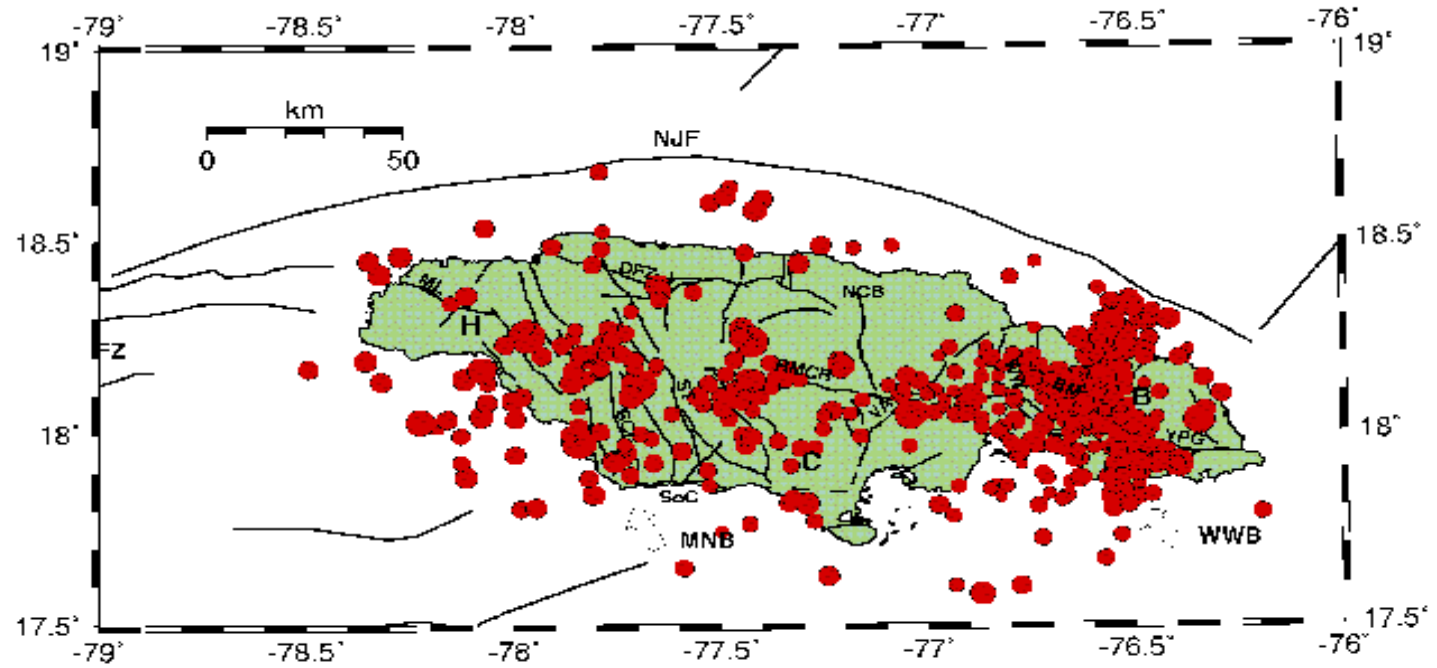
PDC – Parish Disaster Coordinator/Committee

PEOC – Parish Emergency Operations Center

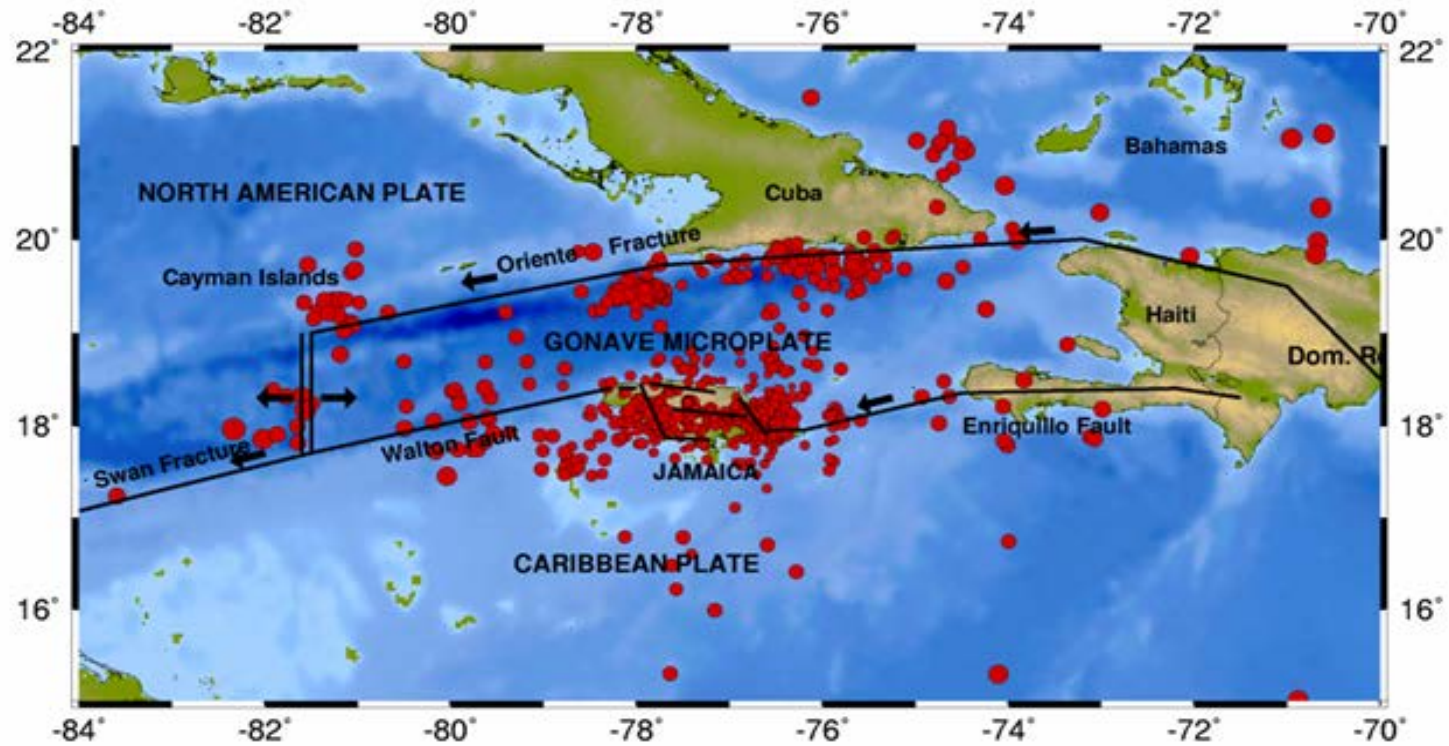
DEFINITIONS

- All Clear:** An All Clear is a statement issued by the pertinent authority (Earthquake Unit, ODPEM) when a threat has passed. The *All Clear*, for an Earthquake – is when the earthquake has passed and the associated after-shocks or tremors are no longer expected to affect the country/community.
- Emergency Operations Center (EOC)**
A multi-agency coordination center that provides support and coordination to the on-scene responders.
- Incident:** An event that occurs that may lead to an emergency condition.
- Earthquake:** A shaking or rolling motion of the earth's surface caused from a sudden release of energy from below the earth's surface. The release of energy is generally caused by slipping or breakage of rock below the earth's surface.
- Epicentre:** The position on the ground directly above where the slip under the earth's surface first occurs. The magnitude felt is likely to be greatest at this point. The damage is likely to be worst at this point.
- After-Shock:** Tremors or smaller earthquakes that occur after the main shock is felt. *After-shocks* can occur over a period of a few hours to months after the main shock.
- Tremor:** The shaking or seismic waves felt or caused by an earthquake or explosion is called a *tremor*.
- Magnitude:** *Magnitude* is a measure of the amount of energy released during an earthquake. Magnitude is typically measured on the Richter Scale for the Caribbean.

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The Gonave Microplate



OPERATING PROCEDURES

Phase 1: Prevention, Mitigation and Preparedness

Prevention, Mitigation and Preparedness activities as mentioned in these SOPs are specific actions to be taken by respective CDRM Coordinators and their teams (drafted support persons) to ensure proper planning and coordination for an **earthquake** emergency. Coordinators should utilize other information and measures highlighted in the CDRM Plan to as a guide for other actions.

ACTIVITIES	RESPONSIBLE PERSON(S)
1. Continue to support and promote public information and awareness programmes.	Roslyn Perkins Mrs. Joan Anderson Mrs. Jennifer Whyte
2. Sensitize special needs population	Roslyn Perkins Mrs. Joan Anderson Mrs. Jennifer Whyte
3. Organize how special needs population will be evacuated and transportation required.	Anton Morris Deonnelle Stennette
4. Put arrangements in place to have vehicles to be used in evacuation fuelled with petrol	Anton Morris Deonnelle Stennette
5. Send a reminder/update to the Fire Brigade of the evacuation route for the community. Do a walk through if possible	Anton Morris Deonnelle Stennette
6. Sensitization of persons in the community without vehicles of assembly area for transportation to more safe location.	Roslyn Perkins Mrs. Joan Anderson Mrs. Jennifer Whyte
7. Identify areas in the community where high potential for infrastructure/property damages.	Aubrey Thompson Vanley Spence
8. Ensure DRM teams are aware of all high risk locations in the community.	Aubrey Thompson Vanley Spence

ACTIVITIES	RESPONSIBLE PERSON(S)
9. Prepare areas for sheltering persons in need	Anton Morris Deonnelle Stennette
10. Re-engage community volunteers to provide assistance in shelters and other areas. Consult with PDC for facilitating training or refresher courses.	Anton Morris Deonnelle Stennette
11. Procurement and placement of necessary response equipment and supplies for shelters – mattresses/blankets/sheets, water, first aid kits, hygiene kits, mutual aid agreements (for food), information sheets/pen, notice board, radio communications (base radio, handhelds positioned), contact list, SOP manual.	Joan Anderson
12. Procurement and placement of necessary response equipment and supplies for evacuation or sector team leaders – including first aid kits, ropes, masking tape, stretchers, splints, sheets.	Anton Morris Deonnelle Stennette
13. Organize and ensure supplies and systems for damage assessment are in place – damage assessment forms, working pens, means of communication to relevant persons, contact list, field reference guide and SOP manual.	Samantha Kerr Marvin Vernon Spence
14. Liaison for maintenance and to keep open all access routes – main transportation routes and alternative access routes.	Ian Lewis Anton Morris
15. Meet and assess the community's state of preparedness for an earthquake	DRM Team
15.1. Community inventory of building quality.	Ian Lewis Anton Morris (working with Supt. Of Works and Planning Director – Parish Council)
15.2. Community inventory of road networks and updating of community map.	Anton Morris Ian Lewis (working with Supt. Of Works and Planning Director – Parish Council)

ACTIVITIES	RESPONSIBLE PERSON(S)
15.3. Identify alternative sources of water, sources of alternative/temporary housing solutions	Anton Morris Ian Lewis
15.4. Put mutual aid agreements in place for emergencies such as earthquakes	Deonnelle Stennette Anton Morris
15.5. Ensure new developments are assessed and relevant measures put in place to safeguard community.	Ian Lewis Anton Morris
15.6. Organize mitigation and prevent projects and work days with technical guidance from relevant agencies (with the help of the PDC).	Ian Lewis Anton Morris
16. Organize or initiate & support Drills <ul style="list-style-type: none"> ▪ Trained community first aiders ▪ Search and rescue personnel. ▪ Have first-aid kits prepared ▪ Support for school and business community drills 17. Make available all relevant information on the hazard to the general community.	Anton Morris Nicholas Reid Owen Gordon

ACTIVITIES	RESPONSIBLE PERSON(S)
18. Have first-aid kits prepared	
Personal for families: <ul style="list-style-type: none"> Make sure your family goes over the family disaster plan. 	Owen Gordon Nicholas Reid
Protecting the community: <ul style="list-style-type: none"> Encourage residents to check and address building and roofing strength. Keep yards clear of debris Keep roads and open lots clear of solid waste and debris. 	Deonnelle Stennette Anton Morris Anton Morris Ian Lewis

Phase 2: THE EARTHQUAKE – The first 3-6 hours immediately following the event

ACTIVITIES	RESPONSIBLE PERSON(S)
Monitor and report events as far as possible.	Chillion Whyte Ian Lewis
Maintain contact with PEOC, Shelters and response personnel.	Owen Gordon Nicholas Reid
Depending on the severity, ensure all buildings are vacated. Account for missing persons.	Owen Gordon Nicholas Reid

ACTIVITIES	RESPONSIBLE PERSON(S)
DRM Team Advise the Community to listen to all advisories and remain alert for after shocks	Anton Morris Deonnelle Stennette

AFTERMATH (IMMEDIATELY following the tremor up to 5 Days after main event)

ACTIVITIES	RESPONSIBLE PERSON(S)
3. Check with PDC for persons to return home but only after authorities say it is safe to do so. Keep tuned to your local radio or TV station for recovery information. Confirm All Clear	Owen Gordon Nicholas Reid
4. Deploy Community Response and Damage Assessment Teams: <ul style="list-style-type: none"> • Deploy community damage survey teams or assessors • Deploy community response teams to check on vulnerable (elderly and physically challenged) and critical facilities. • Check for deaths, injuries and persons needing emergency assistance • Conduct first aid and search and rescue operations as necessary 	Owen Gordon Nicholas Reid
5. Communicate with Parish Emergency Operations Centre (P-EOC) <ul style="list-style-type: none"> • Provide initial damage survey and needs of the community to PEOC • Notify PEOC of critical/emergency cases • Provide PEOC with status report – general reconnaissance information on power lines, water/sewage mains, condition of critical infrastructure and facilities (roads, bridges, communication, 	Owen Gordon Nicholas Reid

ACTIVITIES	RESPONSIBLE PERSON(S)
hospitals, etc)	
6. Assist the Fire Brigade and NWA with road clearing, and search and rescue activities through the PEOC .	Owen Gordon Nicholas Reid
7. Assist with the establishment and staffing of registration centres.	Owen Gordon Nicholas Reid
8. Beware of downed or loose power lines. Report them immediately to the JPS, Police or Fire Department.	Owen Gordon Nicholas Reid
9. Advise community members to enter their homes with caution and to check for: <ul style="list-style-type: none"> ▪ Sewage leaks in homes/yards. Cordon off area and report to NWC and Parish Disaster Coordinator/Parish Council/PEOC. ▪ Water leaks in homes/yards. Report to NWC and Parish Disaster Coordinator/Parish Council/PEOC. ▪ Gas leaks. If they smell gas or hear a blowing or hissing noise, quickly leave the building and leave the doors open. Call the gas company. ▪ Electrical system damage. If they see sparks or frayed wires, turn off electricity at the main fuse box. ▪ If have to step in water to reach the electric box, call an electrician for advice. 	Owen Gordon Nicholas Reid
10. Check for general water/sewage leaks ion the community <ul style="list-style-type: none"> • Check for general sewage and water-line damage in the community. 	Owen Gordon

ACTIVITIES	RESPONSIBLE PERSON(S)
<ul style="list-style-type: none"> • If you suspect there is such damage, call the NWC company and or PDC. • Advise community not to drink or prepare food with tap water until notified it is safe to do so. 	Nicholas Reid
<p>11. Constantly advise the community :</p> <ul style="list-style-type: none"> • To conserve water and food • To stay living at their homes if it is safe to do so • To take particular care with hygiene and sanitary practices • Of measures being taken with respect to provision of food and water and restoration of public utilities 	<p>Owen Gordon</p> <p>Nicholas Reid</p>
<p>12. Coordinate requests for and offers of assistance through the PEOC.</p>	<p>Owen Gordon</p> <p>Nicholas Reid</p>
<p>13. Coordinate reconnaissance and damage assessment teams through the PEOC</p>	<p>Owen Gordon</p> <p>Nicholas Reid</p>
<p>14. Ascertain the early requirements for Government assistance in re-establishing the community</p>	<p>Owen Gordon</p> <p>Nicholas Reid</p>
<p>15. Coordinate the establishment, staffing and management of emergency shelters for sustained use in community.</p>	<p>Owen Gordon</p> <p>Nicholas Reid</p>
<p>16. Encourage persons affected to stay with friends or family as first options</p>	<p>Deonnelle Stennette</p> <p>Anton Morris</p>

ACTIVITIES	RESPONSIBLE PERSON(S)
15. Coordinate requests, receipt and distribution of food, clothing and water supplies through the PEOC	Owen Gordon Nicholas Reid
<p>Where</p> <p>6. Assist with the distribution of supplies d</p> <p>7. Assist with the tracing of missing persons</p> <p>8. Assist with needs assessments</p> <p>9. Assist in the provision of welfare information to persons affected.</p> <p>10. Begin to effect minor repairs to critical facilities and clear road ways and drains</p>	Owen Gordon Nicholas Reid
Continue to provide feedback and assistance to the community through the PDC and PEOC.	Owen Gordon Nicholas Reid

Phase 3: Recovery

ACTIVITIES	RESPONSIBLE PERSON(S)
<ol style="list-style-type: none"> 1. Mobilize Community members to assist each other with rehabilitation and reconstruction activities. 2. Encourage community members to rebuild bearing in mind mitigation measures (build back better). 3. Mobilize and conduct repairs to critical facilities and infrastructure (Schools, clinic, water supplies and others) 	<p>Anton Morris</p> <p>Ian Lewis</p> <p>Aubrey Thompson</p> <p>Owen Gordon</p> <p>Nicholas Reid</p>
<ol style="list-style-type: none"> 4. Update PDC on recovery activities by external agencies/departments/organizations. 5. Monitor progress and ensure deficiencies are reported. 	<p>Owen Gordon</p> <p>Nicholas Reid</p>
<ol style="list-style-type: none"> 6. Mobilize CDRMG to seek assistance from NGOs (e.g. Red Cross, Food for the Poor, ADRA and Others) to assist in community recovery initiatives. 	<p>Owen Gordon</p> <p>Nicholas Reid</p>
<ol style="list-style-type: none"> 7. Identify and share Lessons Learnt to enhance future preparedness and response activities: <ol style="list-style-type: none"> a. Challenges in responding to incidents b. Which systems were overburdened? c. What resources were lacking (human and physical)? d. How did the community cope? e. What areas of the SOPs need to be reconsidered? 	<p>Chillion Whyte</p> <p>Owen Gordon</p> <p>Nicholas Reid</p>
<ol style="list-style-type: none"> 8. Revise SOPs as necessary 	<p>Chillion Whyte</p>

ACKNOWLEDGEMENT

Tangle River Zonal Committee would like to extend our utmost gratitude to the Canadian International Development Agency (CIDA), Office of Disaster Preparedness and Emergency Management (ODPEM) and members of the St. James Parish Disaster Committee for partnering with our community to develop this very important plan of action.

Community involvement in disaster management is the ideal way to ensure that nationally our country advances in its Disaster Risk Management plans and policies. Proper organization, training and development of committees and disaster plan at the community level will ensure that the average Jamaican communities are in a capacity to assist itself until our national first responders are available to provide the required assistance in period of emergencies. This plan developed by our community clearly outlined all critical areas of disaster management – prevention, mitigation, preparedness, response and recovery, all of which were examined and plans outlined and put in place for a better coping mechanism. This document will enable us to be fully aware of our responsibilities in the case of any hazards.

The Zonal Committee wishes to convey our sincerest appreciation to the facilitators who aided in the development of this plan, along with the various trainers who came to our community to impart their knowledge in First Aid, Fire Safety and Land Search and Rescue. Our gratitude is extended to Mr. Roland Haye, Regional Disaster Coordinator, ODPEM, Ms. Tamoy Sinclair, Parish Disaster Coordinator – St. James Parish Council, Mrs. Joanna Ogilive, Building Disaster Resilient Community Project Coordinator – CIDA/ODPEM, Mr. Adams, First Aid Trainer – Jamaica Red Cross, Seargent Carlynton Beason and Seargent Marlon Cunningham, Land Search and Rescue Trainers – Jamaica Fire Brigade and all other stakeholders for their support in developing this document.

We look forward to further partnerships and building stronger relations as we work together in the promotion of disaster management.

Regards

Chillon Whyte (Mr.)

Chairman

Tangle River Zonal Committee

ACKNOWLEDGEMENT



The Office of Disaster Preparedness and Emergency Management (ODPEM) take this opportunity to express profound appreciation to the Canadian International Development Agency (CIDA) for funding the development of this very important and relevant document. The organization recognizes the sacrifice, time, dedication and commitment of the leadership and members of the Tangle River Zonal Committee and the Parish Disaster Coordinator, Miss Tamoy Sinclair for contributing so ably to this Community Disaster Risk Management Plan.

Your level of involvement has demonstrated that you have accepted and owned the disaster risk management process in your community and are willing to play your part for a safer community.

This document is yours for use. Improve on it where you see necessary it is the beginning of the process, not the end.

We stand ready to continue to support your organization in whatever way possible as together we build a safer community.

Thank you.

Roland Haye
Regional Disaster Coordinator/Plan Development Facilitator
ODPEM
February 2, 2012