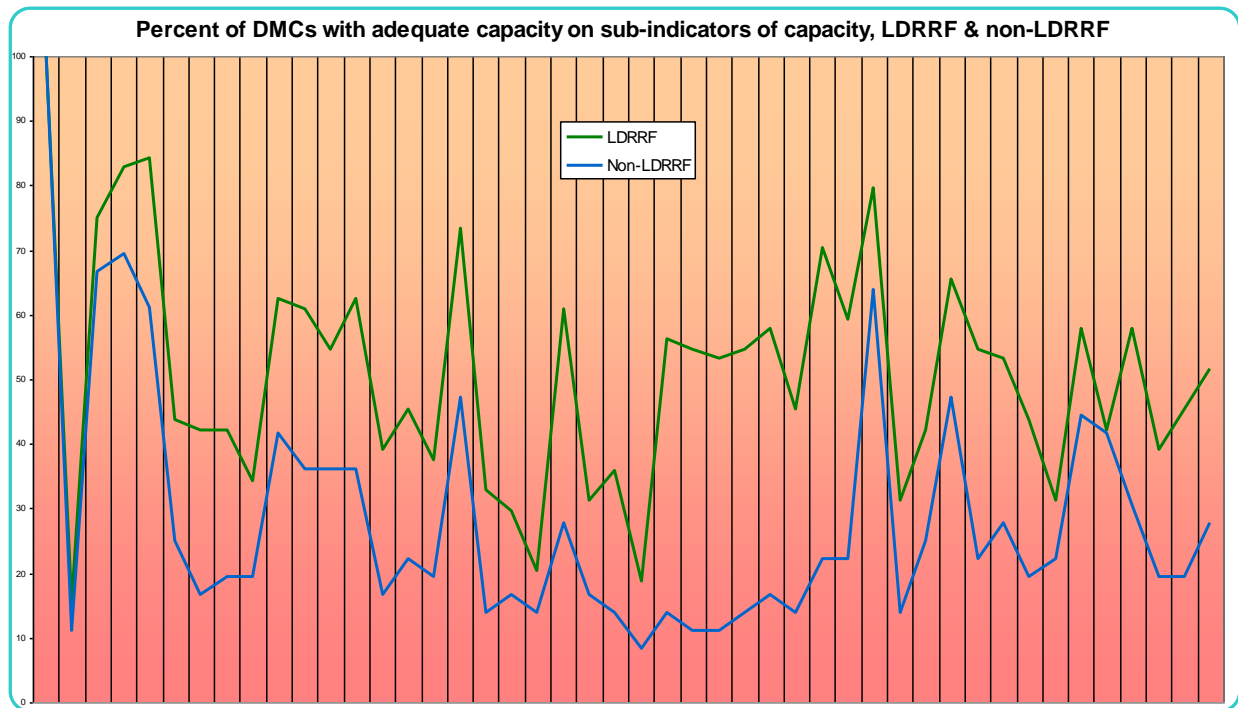


## Comprehensive Disaster Management Programme (CDMP II)

# Report on Functionality Assessment of Union Disaster Management Committees



August 2013

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## **List of Acronyms:**

CCA	Climate Change Adaptation
CDMP	Comprehensive Disaster Management Programme
CRA	Community Risk Assessment
DM	Disaster Management
DMB	Disaster Management Bureau
DMC	Disaster Management Committee
DRR	Disaster Risk Reduction
EW	Early Warning
FGD	Focus Group Discussion
GO	Government Organization
LDRRF	Local Disaster Risk Reduction Fund
NGO	Non-Government Organization
NILG	National Institute of Local Government
PIC	Project Implementation Committee
RR	Risk Reduction
RRAP	Risk Reduction Action Plan
SOD	Standing Orders on Disaster
UDMC	Union Disaster Management Committee
UN	United Nations
UzDMC	Upazila Disaster Management Committee

## EXECUTIVE SUMMARY

This study was undertaken with the aim to understand the current level of knowledge, capacity and functionality of Union Disaster Management Committees (UDMC). The Rural Risk Reduction component of CDMP II is revisiting the interventions of phase one and making necessary adjustments for more intense and diversified interventions in order to build better and sustainable community resilience to disasters. The assessment was done to provide insights in how to make UDMCs fully operational and proactive as envisaged by the Standing Orders on Disaster.

The assessment has covered the expected role of the UDMC at all stages – mitigation, preparedness, response and recovery – of disaster management. Based on quantifiable data grouped around seven indicators, UDMCs have been categorized as ‘good’, ‘moderately capable’ or ‘weak’, for both their performance against each indicator or function area and for their overall performance. 17% of the UDMCs have been rated overall ‘good’, 38% ‘moderately capable’ and 45% have been rated ‘weak’.

The most striking observation of this assessment is that committees in LDRRF unions are constantly doing better than the non-LDRRF unions. For LDRRF Unions 27% of the UDMCs are rated good, 39% moderate and 34% weak, whereas none of the non-LDRRF UDMCs is found good, 36% are rated moderate and 64% are weak. This means that the CDMP effort through the process of LDRRF scheme implementation is not only contributing to reduced local level disaster risks, but also to capacity development and functionality enhancement.

The capacity and functionality rating for different hazard zones are significantly different. Most of the UDMCs of flood and flash flood areas (64% & 61% respectively) are weak and there is no UDMC in flash flood prone areas rated good. On the other hand, only 17% UDMCs in cyclone prone areas are found to be weak. An obvious interpretation of this is that, since cyclones hit fast with devastating impact, the UDMC preparedness measures are better organized and responses are prompt in cyclone prone areas. It is understandable that UDMCs in drought prone areas, faced with a slow onset disaster, are comparatively less functional. More disturbing is that UDMCs in flood prone areas are found least functional though floods are a recurrent phenomenon causing considerable damage and loss.

Around one-third of UDMCs with LDRRF engagement are rated good for five of the indicators – general management/administrative capacity, capacity to implement risk reduction schemes, capacity for early warning dissemination, emergency response capacity during disasters and capacity to manage the post-disaster period. However, the risk reduction functionality is less developed, with only one-fifth rated good and 70% weak, mainly due to DRR documents not being preserved by the committees. A robust 70% are found good on disaster management awareness.

Based on identified functionality gaps the study concludes that the capacity of UDMCs could be improved through, inter alia, further capacity strengthening training, support in preparing and updating DM plans and contingency plans, practical support for organizing volunteers, investment in structural risk reduction measures in the most vulnerable areas and strengthened monitoring mechanisms.

## **I. INTRODUCTION**

Bangladesh is most vulnerable to several natural disasters and every year natural calamities upset people's lives in some part of the country. Over the last three decades, natural and human-made disasters have claimed millions of lives and caused huge economic losses globally; Bangladesh being a prime victim of disasters, has been giving priority to build the national capacity to manage disaster risks. Around 75% of the total population resides in rural areas where lifeline facilities and resources are limited. Hence CDMP II has been emphasizing to channel support for Institutional Capacity Building on Disaster Risk Reduction of rural communities through government and development partners, civil society, local government and NGOs. The Government has expressed its commitment through preparing Standing Orders on Disaster (SOD), National Disaster Management Plan, National Plan for Disaster Management and a Disaster Management Act. According to SOD the necessary coordination mechanism has developed and roles of responsibilities of different level of officials and entities have been articulated accordingly to build a disaster resilient community.

The national disaster management institutional structure acknowledges the importance of comprehensive disaster management by institutional presence at local level. To carry out disaster management related activities (prevention, mitigation, preparedness, response and relief) Disaster Management Committees (DMC) are established with the local government institutions. The Union Parishad (UP) is the lowest tier of local government in Bangladesh. It is the representative unit of the local people and is dedicated to serve the rural people in many ways. As per the revised SOD the prime responsibility to manage the disaster has been given to the Union Disaster Management Committee (UDMC). It is expected that strong institutional capacity and coordination mechanism lead to better, more effective disaster management system and ensure stronger community awareness and participation.

### **Background of the study:**

To manage the paradigm shift from traditional relief culture to a comprehensive disaster management approach, a disaster management regulative framework is established. The Standing Orders on Disaster outline the disaster management arrangements and describe the detailed roles and responsibilities of committees, Ministries, Departments and other organizations involved in disaster risk reduction and emergency response management.

The Rural Risk Reduction component of CDMP II is revisiting most of the interventions of phase one (CDMP I) and making necessary adjustments for more intense and diversified interventions in order to build better and sustainable community resilience to natural and anthropogenic disasters. In CDMP most of the community level activities and interventions are aimed at improving community (union) and household level resilience and these comprise 1) capacity building training to Union, Upazila and District Disaster Management Committees, 2) community risk assessments (CRAs) and development of risk reduction action plans (RRAPs) for Union DMCs and then consolidating the Union level RRAPs to Upazila and District plans, 3) implementation of RRAPs through a Local Disaster Risk Reduction Fund (LDRRF) established within CDMP.

CDMP-I also provided 3-day Introductory Disaster Management training to almost 30,000 DMC members, implemented 562 small scale risk reduction projects with LDRRF funding, benefiting 600,000 people living in 381 Unions of 11 districts and CDMP II has provided training to UzDMC and UDMC members on their roles and responsibilities according to SOD. Moreover, the Disaster Management Bureau (DMB), the National Institute of Local Government (NILG) and some national and International NGOs have been working to strengthen the capacity of local government institutions as well as the Disaster Management Committees to perform their role in Disaster Management.

Against this backdrop, it has been decided to assess the functionality of Disaster Management Committees by engaging the Institute of Disaster Management and Vulnerability Studies, University of Dhaka to conduct a field study.

UNDP has developed a Capacity Development Framework that supports development of technical and functional capacities at individual, organisational and enabling environment levels. This assessment deals with functional capacities at organisational level. Capacity assessments are an integral part of the capacity development framework. It is prudent for such assessments to identify the core issues to address and types of capacities required to handle these core issues; in other words consider answers to the questions: Capacity for Whom?, Capacity for What?, Capacity for Why?

In the case of this study, the assessment course has been very straightforward. The aim is to assess current capacities of Union Disaster Management Committees in the execution of key functions related to reducing disaster risks, standing in preparedness for disasters, responding to disasters and recovering after disaster events as delineated in Standing Orders on Disaster. Given the vital responsibilities to plan, coordinate and implement disaster management that have been vested in local government institutions, it is essential that the Disaster Management Committees are up and running.

UDMC capacities have been measured by how well the committees perform on the key functions identified. The terminology 'capacity assessment' and 'functionality assessment' is, therefore, interchangeably used in this report.

## II. ASSESSMENT SCOPE, RATIONALE & OBJECTIVES

Beginning in 2010, CDMP II has already passed its 3rd year of implementation and has generated some results to contribute to achieving the overall goal of the programme, though some benchmark information is yet to be extracted and accumulated within the revised results indicator framework and then to set the target for end of the program (2014). In view of this, it is important to understand CDMP's overall contribution through local level capacity development efforts and then set targets for the programme end line. The information on results, progress and lessons learned has to be communicated in a digestible form to our clients - the Government, donors and other beneficiaries.

The SOD was first introduced in 1997 with the avowed objective of making the concerned persons understand their duties and responsibilities regarding disaster management at all levels, and accomplishing them. According to Bangladesh Disaster Management framework the Disaster Risk Reduction (DRR) and Emergency Risk Management (ERM) activities are implemented through ministries, departments, NGOs and civil society. The mechanisms for management, planning and coordination of disaster management and disaster risk reduction activities are generally performed by local government offices and other local organizations/institutions.

### **Objectives:**

This study was planned to understand the current level of knowledge, capacity and functionality of Union Disaster Management Committees (UDMC).

The specific objectives of this study are:

- To assess the UDMC members' awareness of their roles and responsibilities in different phases of disasters.
- To understand the institutional capacity (regular meeting performance, existence of RRAP/DM planning and contingency plan) of UDMCs.
- To explore ways of making UDMCs fully operational and proactive for contributing as per SOD.

A follow-up assessment using the same data collection tools to measure the development of capacities in the same sample of UDMCs is planned for fourth quarter 2014.



### III. ASSESSMENT APPROACH & METHODOLOGY

24 senior students from Institute of Disaster Management and Vulnerability Studies, University of Dhaka were engaged for data collection in the field and they conducted FGDs with UDMCs, filled a score sheet of UDMC capability and functionality checklist/ matrix.

#### **Study areas and sample size for the study:**

The study was carried out in sample of 100 unions (64 LDRRF and 36 non-LDRRF UDMCs) of 35 Upazilas under 21 districts (of both the 1st & 2nd phase of CDMP working areas) from geographical areas distributed over four major hazard zones, i.e. drought, flood, flash flood and cyclone prone areas of the country. Table 1 shows the sample size for the study.

**Table 1: Sampling into hazard zones**

Sampling	Hazard zones					
	Cyclone	Drought	Flood	Flash flood	Others	Total
CDMP covered districts	13	4	17	5	1	40
Sampled districts for the study	6	3	6	5	1	21
Sampled Upazilas for the study	10	6	10	8	1	35
Sampled UDMCs from districts sampled - with LDRRF schemes	26	7	21	10	0	64
- without LDRRF schemes	3	10	7	13	3	36
- Total sampled UDMCs	29	17	28	23	3	100

#### **The investigated variables/ indicators of UDMC functionality are:**

Indicator 1: DMC members conversant with Disaster Management issues

Indicator 2: General management/administrative capacity

Indicator 3: Risk reduction capacity

Indicator 4: Capacity to implement risk reduction schemes

Indicator 5: Capacity for early warning dissemination during warning period

Indicator 6: Emergency response capacity during disasters

Indicator 7: Capacity to manage post-disaster period

#### **Research/study design and data collection:**

The study requires a range of methods for data collection that include direct consultation with UDMC members, document review, secondary data review (similar study reports, Development organizations reports, GO reports etc.)

Data were collected in April-May 2013 through organized meetings / FGD sessions with UDMCs and one-to-one interviews.

**Assessment tools:**

A checklist and matrix of “Capacity Sub-Indicators” related to the seven Key Capability Indicators was used to objectively assess, through ‘Yes’ or ‘No’ answers, a set of statements regarding diverse aspects of functioning of the UDMC as assigned in SOD. Weightage to different sub-indicators according to their perceived importance were assigned for scoring the level of capacity. With a weightage of 1 or 2 for sub-indicators, total obtainable score for each broad indicator is 10.

**Table 2: Ratings for each broad indicator**

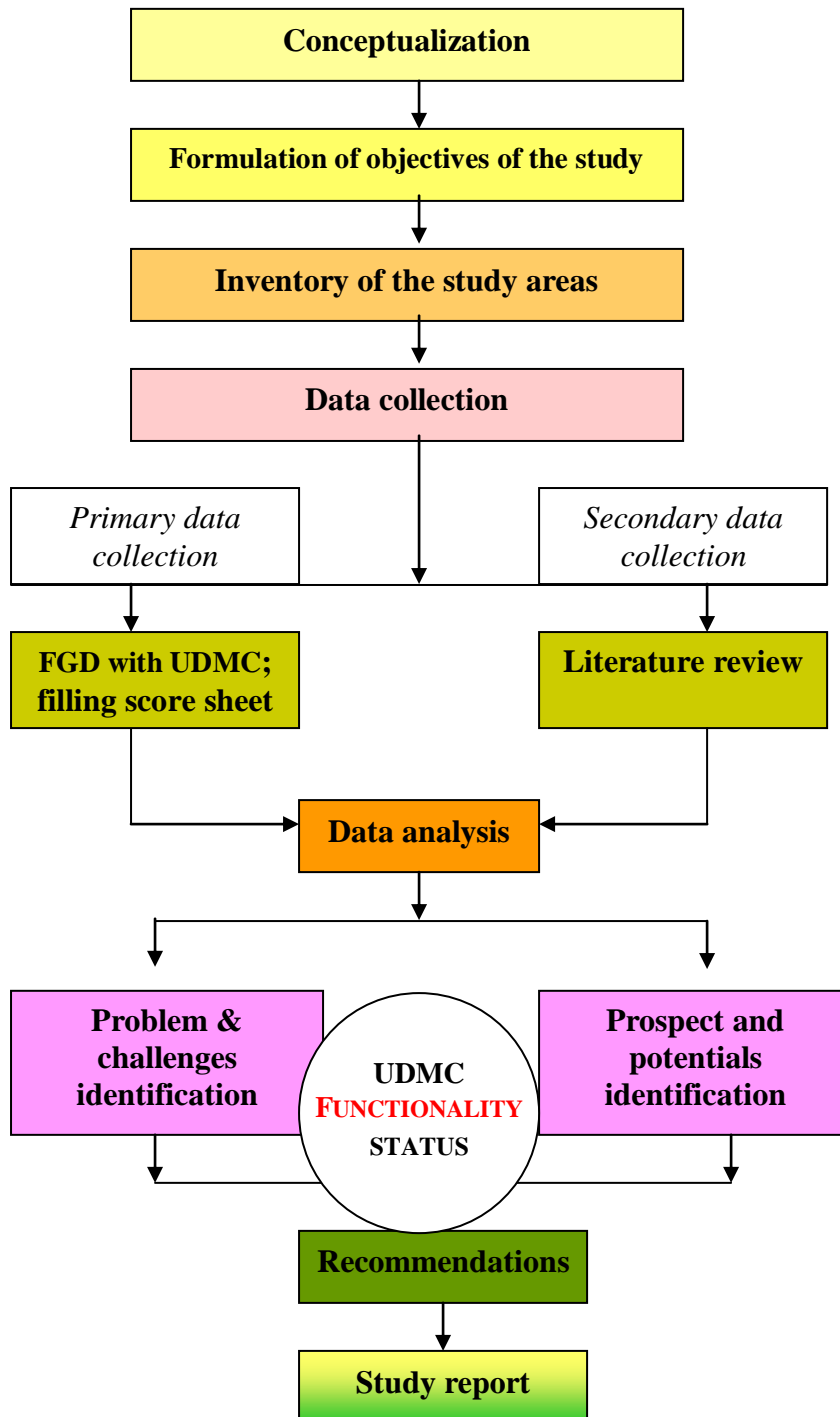
Indicator	No. of sub-indicators	Max score	Score range for rating		
			Weak	Moderate	Good
DMC members conversant with Disaster Management issues	5	10	0-4	5-7	8-10
General management/ administrative capacity	7	10	0-4	5-7	8-10
Risk reduction capacity	10	10	0-5	6-7	8-10
Capacity to implement risk reduction schemes	6	10	0-4	5-7	8-10
Capacity for early warning dissemination during warning period	6	10	0-5	6-7	8-10
Emergency response capacity during disasters	7	10	0-5	6-7	8-10
Capacity to manage post-disaster period	5	10	0-5	6-7	8-10
Overall Capacity Index	46	70/7 = 10	0-4	>4-7	>7-10

**Data analysis and reporting:**

The collected quantitative data has been compiled and analyzed through an Excel programme to provide statistical information, which has been validated by qualitative analysis.

**Activity flow chart:**

The activity flow chart describes planned methodological sequence for the study.



#### IV. OVERALL UDMC CAPACITY RATING

Capability of any institution is an abstract concept which is difficult to measure. Therefore we have developed seven broad indicators covering various dimensions of UDMC functions as related to implementation of SOD appointed tasks to specifically assess how well the Union Parishad manages to carry its disaster management responsibilities. The assessment has been done considering the expected role of the UDMC at all stages – mitigation, preparedness, response and recovery – of disaster management. Based on quantifiable data UDMCs have been categorized as ‘good’, ‘moderately capable’ or ‘weak’, for both their performance against each indicator or function area and for their overall performance.

As per findings of this UDMC capacity assessment some committees are functioning very well but their capacity is generally moderate or weak: 17% of the UDMCs have been rated overall ‘good’, 38% ‘moderately capable’ and 45% have been rated ‘weak’. For LDRRF Unions 27% of the UDMCs are rated good, 39% moderate and 34% weak, whereas none of the non-LDRRF UDMCs is found good, 36% are rated moderate and 64% are weak.

The capacity and functionality rating for the different hazard zones are significantly different. In comparative analysis of the UDMCs, it is found that most of the UDMCs of flood and flash flood areas (64% & 61% respectively) are weak and there is no UDMC in flash flood prone areas rated good. On the other hand, only 17% UDMCs in cyclone prone areas are found to be weak.

The most striking observation of this assessment is that committees in LDRRF unions are constantly doing better than the non-LDRRF unions. Half of the LDRRF UDMCs but none of the non-LDRRF UDMCs in cyclone prone areas are rated good. In flood prone areas all non-LDRRF UDMCs and half of the LDRRF UDMCs have been rated weak. Tables below show UDMC capacity and functionality status for major four hazard prone areas of the country.

**Table 3: Overall Capacity Rating of UDMCs**

Rating	Hazard zone				
	All	Cyclone	Flood	Drought	Flash-flood
Good	17%	45%	11%	6%	0%
Moderate	38%	38%	25%	65%	39%
Weak	45%	17%	64%	29%	61%

**Table 4: Overall Capacity Rating of LDRRF UDMCs**

Rating	Hazard zone				
	All	Cyclone	Flood	Drought	Flash-flood
Good	27%	50%	14%	14%	0%
Moderate	39%	31%	33%	43%	70%
Weak	34%	19%	52%	43%	30%

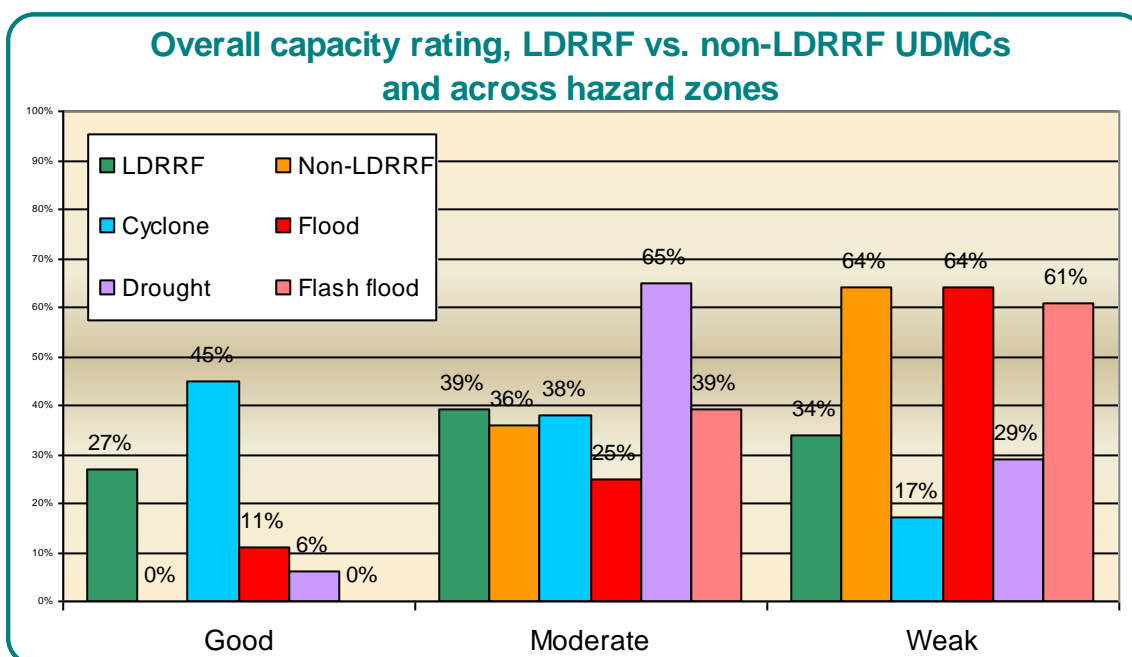
**Table 5: Overall Capacity Rating of Non-LDRRF UDMCs**

Rating	Hazard zone				
	All	Cyclone	Flood	Drought	Flash-flood
Good	0%	0%	0%	0%	0%
Moderate	36%	100%	0%	80%	15%
Weak	64%	0%	100%	20%	85%

As an interpretation of the findings of significant differences between the hazard zones it could be concluded that as cyclone is a regular phenomenon and hits fast with devastating impact, the preparedness measures of UDMC are also organized and responses are prompt in cyclone prone areas like Barisal, Khulna and Cox’s Bazar. On the other hand, having a slow onset disaster, UDMCs of drought prone Rajshahi division are comparatively less functional. More disturbing is that UDMCs in flood prone areas are found least functional though floods in Bangladesh are a recurrent phenomenon causing considerable damage and loss.

As a general conclusion, we construe that in which one of the capacity categories a given UDMC falls, depends not so much on the time, but the opportunities, it had to develop capacities. Going through a disaster would obviously imbue lessons how to be better prepared next time it happens. Above all, it seems that the practice opportunities provided by LDRRF scheme implementation are invaluable for the development of improved capacity across the board.

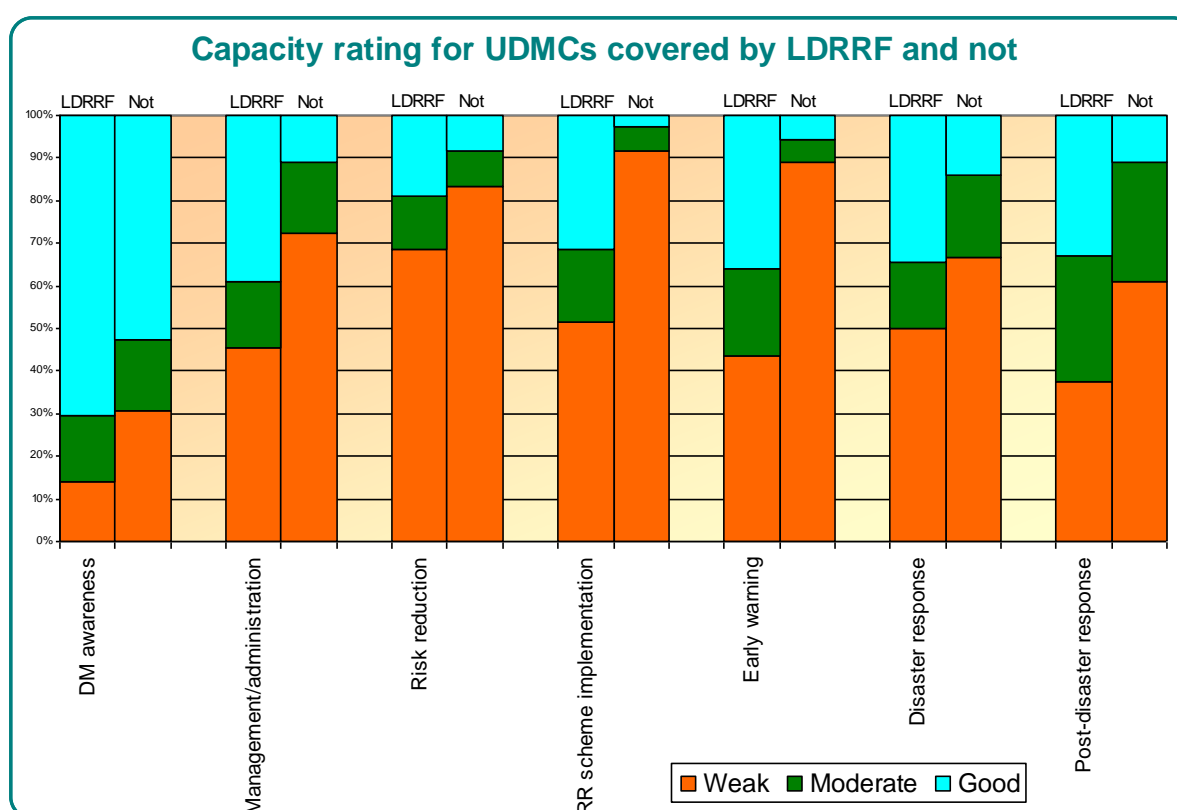
It should also be noted that poor performance is often not the result of insufficient capacity, but equally depends on organisational culture. Most of the business of the Union Parishad is done on ad-hoc basis, the standing committees are not active and regular meetings are generally not organised. Therefore, satisfying even the most fundamental pre-requisite of an active committee, that of establishing a habit of holding regular meetings, is a challenge. In this perspective, given the vital importance of the mandate of the UDMC, a sense of urgency for its mission needs to be inculcated, including the change of disaster management mindset that is a core CDMP mission.



Supplementary tables and charts in Annex 3 show comparative status of LDRRF and non-LDRRF UDMC capacity/functionality in the four hazard zones.

## V. UDMC CAPACITY RATING & SCORING ON SEVEN INDICATORS

Conventional analysis of institutional capacity differentiates three stages of development – the initial stage, the growing stage and the mature stage. Since none of the UDMCs is newly formed, it could be assumed that all of them are somehow in mature or growing stage, with findings of this study rather pointing to the growing stage. Around 65% of the UDMCs are found to be well conversant with Disaster Management issues of their areas, whereas for all other six indicators 45% to 75% are weak. However, there are very significant differences in capacity between LDRRF and non-LDRRF UDMCs. The chart and tables below show the UDMC capacity rating on seven indicators for UDMCs engaged in LDRRF schemes and those that are not. LDRRF UDMCs are considerably better on all counts. Around one-third of them are rated good for five of the indicators and a robust 70% are found good on disaster management awareness. However, their risk reduction functionality is less developed, with only one-fifth rated good and 70% weak, mainly due to DRR documents not being preserved.



**Table 6: Performance category of all the 100 assessed UDMCs**

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall capacity
Good	64%	29%	15%	21%	25%	27%	25%	17%
Moderate	16%	16%	11%	13%	15%	17%	29%	38%
Weak	20%	55%	74%	66%	60%	56%	46%	45%

**Table 7: Performance category of LDRRF UDMCs**

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall capacity
Good	70%	39%	19%	31%	36%	34%	33%	27%
Moderate	16%	16%	13%	17%	20%	16%	30%	39%
Weak	14%	45%	69%	52%	44%	50%	38%	34%

**Table 8: Performance category of non-LDRRF UDMCs**

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall capacity
Good	53%	11%	8%	3%	6%	14%	11%	0%
Moderate	17%	17%	8%	6%	6%	19%	28%	36%
Weak	31%	72%	83%	92%	89%	67%	61%	64%

The overall capacity score of UDMCs is 4.4 out of a maximum score of 10. There are huge differences between committees, the best one scoring an excellent 9.7 and the poorest performer scoring only 0.3 overall, implying a committee that exists in name only.

**Table 9: Capacity score of UDMCs on seven indicators**

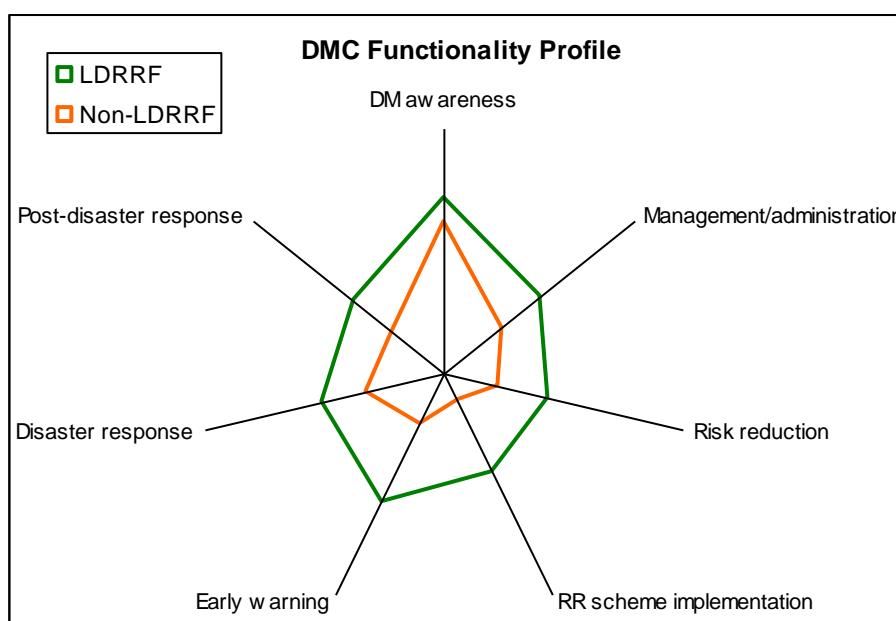
	DM awareness	DMC management	Risk reduction	RR scheme implementation	Early warning	Disaster response	Post-disaster response	Overall DMC capacity
Max	10	10	10	10	10	10	10	9.7
Min	2	0	0	0	0	0	0	0.3
Average	6.8	4.3	3.6	3.2	4.5	4.5	4.0	4.4
Median	8	4	3	2	5	5	4	4.4

The differences in rating between LDRRF and non-LDRRF UDMCs are obviously reflected by equally huge differences for the capacity scores across indicators, the score for LDRRF UDMCs typically being some 70% higher.

**Table 10: Capacity score of LDRRF and non-LDRRF UDMCs on seven indicators**

Category	DM awareness	DMC management	Risk reduction	RR scheme implementation	Early warning	Disaster response	Post-disaster response	Overall DMC capacity
LDRRF	7.2	5.1	4.3	4.4	5.8	5.1	4.7	5.2
Non-LDRRF	6.2	3.0	2.3	1.2	2.3	3.3	2.8	3.0

The average level of Disaster Management awareness is satisfactory for both LDRRF and non-LDRRF UDMCs. For the other six indicators, LDRRF UDMCs scored above the mid-point for early warning, disaster response and management of the committee and their overall score is also above mid-point. They are somewhat weaker in post-disaster response and for risk reduction and implementation of risk reduction schemes. Non-LDRRF UDMCs score significantly lower for these six indicators. As can be expected, their lowest score is for implementation of risk reduction schemes, with hardly any functionality observed.



As can perhaps intuitively be expected, early warning preparedness is best developed in case of the more dramatic hazards cyclones and flash floods. Apart from such relatively high level of early warning preparedness, and a very high level of general disaster management awareness, UDMCs in flash flood prone areas fall down to low functionality shared with UDMCs in flood and drought prone areas for the other indicators. Only UDMCs in cyclone prone areas show consistently high functionality across all seven indicators. In this regard, the LDRRF UDMCs are not different from the others as shown in chart and tables below.

**Table 11: Hazard zone wise average capacity scores for all 100 assessed UDMCs**

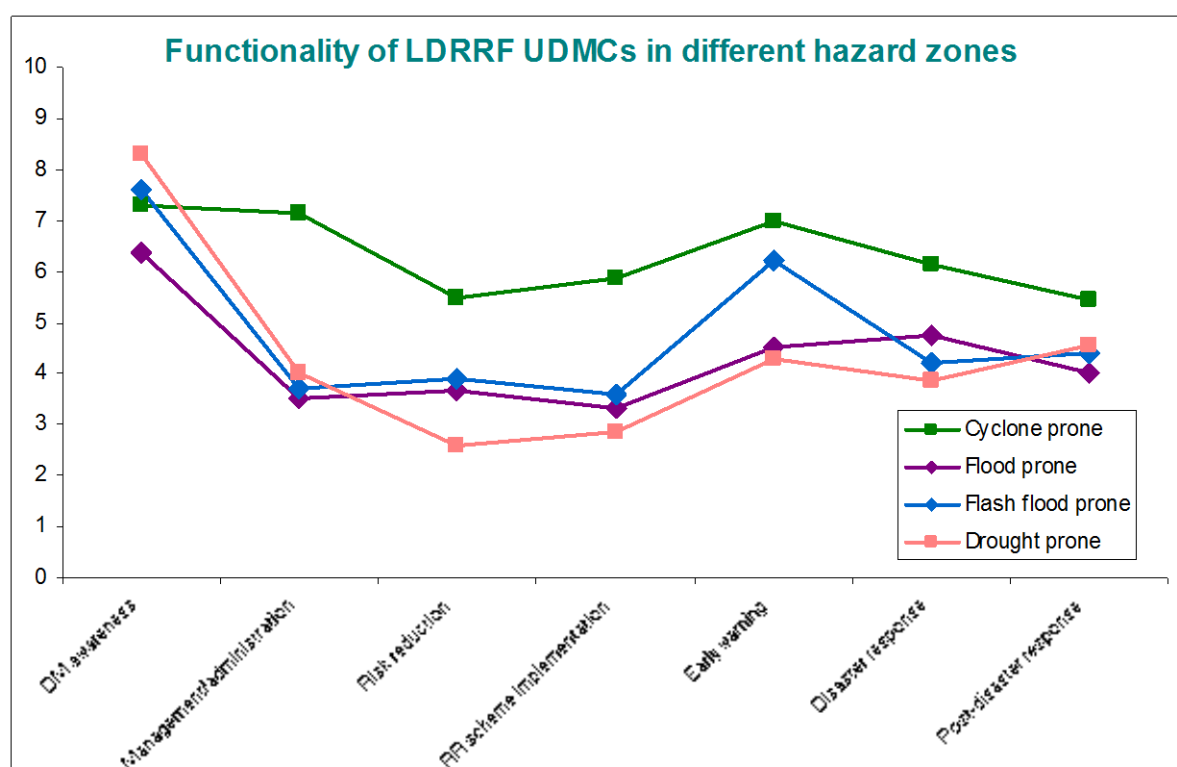
Hazard type	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall capacity
Cyclone	7.3	7.0	5.4	5.4	6.8	6.3	5.3	6.2
Flood	5.8	3.1	3.0	2.5	3.6	3.6	3.0	3.5
Drought	8.4	4.1	4.1	2.8	4.1	5.1	5.1	4.8
Flash flood	6.8	3.1	2.1	2.1	3.6	3.3	3.4	3.5

**Table 12: Hazard zone wise average capacity scores for LDRRF UDMCs**

Hazard type	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall capacity
Cyclone	7.3	7.2	5.5	5.9	7.0	6.2	5.5	6.4
Flood	6.4	3.5	3.7	3.3	4.5	4.8	4.0	4.3
Drought	8.3	4.0	2.6	2.9	4.3	3.9	4.6	4.3
Flash flood	7.6	3.7	3.9	3.6	6.2	4.2	4.4	4.8

**Table 13: Hazard zone wise average capacity scores for non-LDRRF UDMCs**

Hazard type	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall capacity
Cyclone	7.3	5.3	5.0	1.0	5.3	8.0	4.0	5.1
Flood	7.0	3.9	4.3	3.8	5.4	5.4	4.8	5.0
Drought	8.4	4.2	5.1	2.8	3.9	6.0	5.4	5.1
Flash flood	6.2	2.7	0.8	0.9	1.5	2.5	2.6	2.5





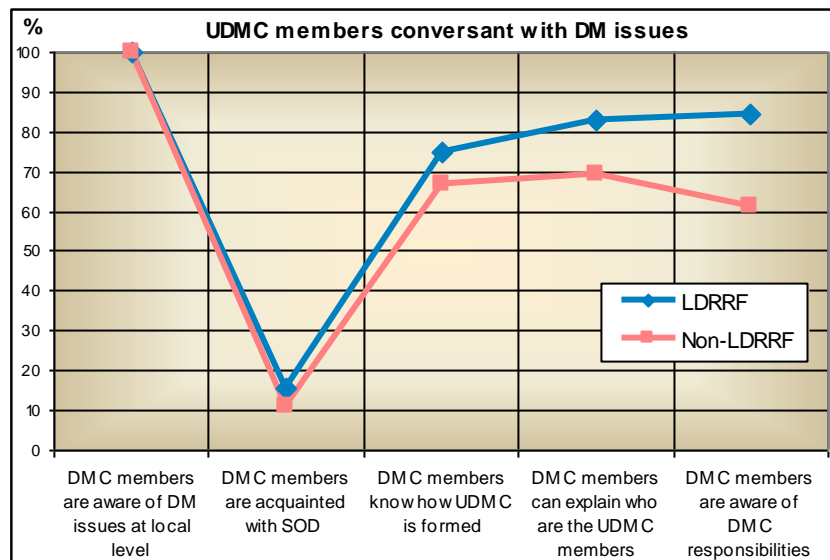
## VI. UDMC PERFORMANCE ON SUB-INDICATORS

Totally 46 sub-indicators were identified against the seven main indicators to measure the capacity and functionality of UDMCs. All sub-indicators were drawn from and informed by Standing Orders on Disaster about the key roles and responsibilities of UDMCs.

Analyzing UDMC response to the sub-indicators, it is striking how the UDMCs with which CDMP has engaged in LDRRF implementation are performing better in case of every single one of them. This means that in all aspects the CDMP effort through the process of LDRRF scheme implementation is not only contributing to reduced local level disaster risks, but also to capacity development and functionality enhancement. In the following analysis, the findings will therefore be presented through charts showing the LDRRF and non-LDRRF UDMC performance separately.

### 6.1 UDMC members conversant with Disaster Management issues

To understand the UDMC members' knowledge level about the local context of disaster and disaster management related issues of the area five sub-indicators were identified: i) *DMC members are aware of the DM issues at local level*, ii) *DMC members are acquainted with SOD*, iii) *DMC members know how UDMC is formed*, iv) *DMC members could explain who are the UDMC members*



& v) *DMC members are aware of the DMC's responsibilities*. The assessment findings show that 100% of both LDRRF & non-LDRRF UDMCs have adequate general knowledge about disaster management related issues of their locality. UDMC members are well acquainted with local hazards, with a great variety of location specific hazards identified, as presented in Table 14.

**Table 14: UDMC identified hazards of their areas**

Frequency	Hazard zones			
	Cyclone	Flood	Drought	Flash Flood
Most frequently identified hazards	Cyclone Tidal surge Salinity Water logging Riverbank erosion	Flood Drought Riverbank erosion Hail storm Excessive rainfall	Drought Nor'wester Cold wave Riverbank erosion Flood	Flood Earthquake Nor'wester Drought Riverbank erosion
Least frequently identified hazards	Fire Land slide Hailstorm Storm surge Earthquake	Cold wave Fog Insect attack Water logging Thunderbolt	Fire Excessive rainfall Insect attack Water logging	Hailstorm Excessive rainfall

UDMCs are also generally aware of the institutional responsibility for disaster management. Most commonly identified responsibilities are relief distribution, early warning message dissemination, community awareness building and identification of shelters. Tasks identified as essential vary between the different hazard zones, as shown in Table 15 below.

**Table 15: Tasks identified as most essential; Percent of UDMCs**

UDMC identified tasks	Hazard zones			
	Cyclone	Flood	Drought	Flash flood
Relief distribution	100	29	100	100
Early warning message dissemination	81	43	65	88
Undertaking awareness programmes	50	34	82	82
Identify shelter centre	62	17	47	47
Ensure the security of shelter centre	42	0	24	0
Motivate people to take shelter before disaster	12	34	29	59
Repair of old houses before nor'wester	4	0	18	88
Tell people to preserve pure water and dry food	35	26	6	47
Arrange health care for the wounded	4	26	6	59

The knowledge level about responsibilities is found to be higher in LDRRF UDMCs; 84% of them are aware as against 61% of non-LDRRF UDMCs. This is possibly the result of frequent interaction with CDMP for scheme preparation, submission and implementation.

However, very few (11 to 14%) of the UDMCs are acquainted with the SOD, though SOD is the principal regulatory document for the institutions engaged in Disaster Management. Only 7% of UDMCs have a copy of the SOD. The document is in English and most of the UDMC member could hardly read it. A more worrying finding is that around 60% of the committees did not ever hear about the SOD. Sharing and distribution of SOD copies to UDMCs with orientation on the Disaster Management Framework may stimulate UDMCs to be more proactive in their responsibilities.

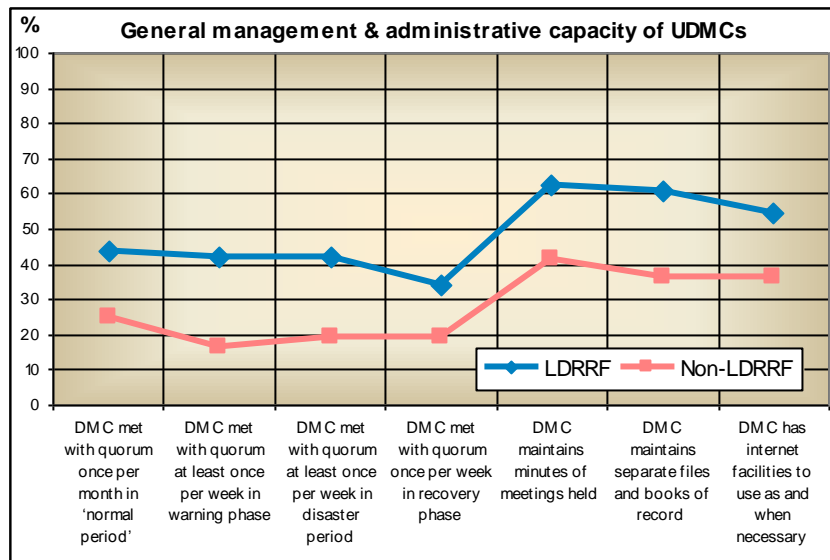
Three-fourths of the LDRRF UDMCs and two-thirds of non-LDRRF UDMCs are aware about the UDMC formation process. 40% replied that the committee was formed on receipt of a letter from the Ministry, while 23% said it was formed as per instruction of the UNO. Around 80% could explain the UDMC structure and are acquainted with the members.

## **6.2 General management/administrative capacity**

Disaster management is not a one shot event, it needs to bring in a culture of consistent practice; so as directed in SOD there are some regular administrative and management issues for the UDMC to observe in the management of disasters. Based on the SOD and common requirements for UDMCs, following seven sub-indicators have been identified to assess the DM related general management and administrative capacity: i) *DMC has met with quorum once per month during 'normal period'*, ii) *DMC has met with quorum at least once per week during warning phase*, iii) *DMC has met with quorum at least once per week during disaster period*, iv) *DMC has met with quorum once per week during recovery phase*, v) *DMC maintains minutes of meetings held*, vi) *DMC maintains separate files and books of record* and vii) *DMC has internet facilities to use as and when necessary*. All these

sub-indicators are practice oriented and it is found that the LDRRF unions' UDMCs are in much better condition, though both categories are performing below desirable level.

It is found that around 40% of the LDRRF UDMCs but only 20% of the non-LDRRF UDMCs are regularly meeting at SOD instructed intervals and many of them do not preserve the meeting minutes. One-fourth of the UDMCs informed that they arrange a meeting every two or three months during normal period, but they usually do not prepare and preserve meeting minutes. 30% of the UDMCs replied



that they did not ever arrange a committee meeting and some of them never heard about the requirement of such meetings. One-third of UDMCs, most of them from cyclone and flash flood areas, sit for weekly meetings during warning phase and their meeting frequency is the same in the disaster and recovery phases also. The frequency of meetings is notably lower in drought and flood prone areas, where committees have limited practice of early warning.

Regular meetings reveal the practical existence of the committee. It is well known that a good number of Union Parishad Standing Committees exist in name only and do not conduct business. Nature and quality of meetings of these committees are a big concern. Like in case of most other UP committees, the UDMC needs to be reactivated. However, there is no budget allocation for the regular functioning of UDMCs. The Government does not grant funds to UPs for administration of their committees.

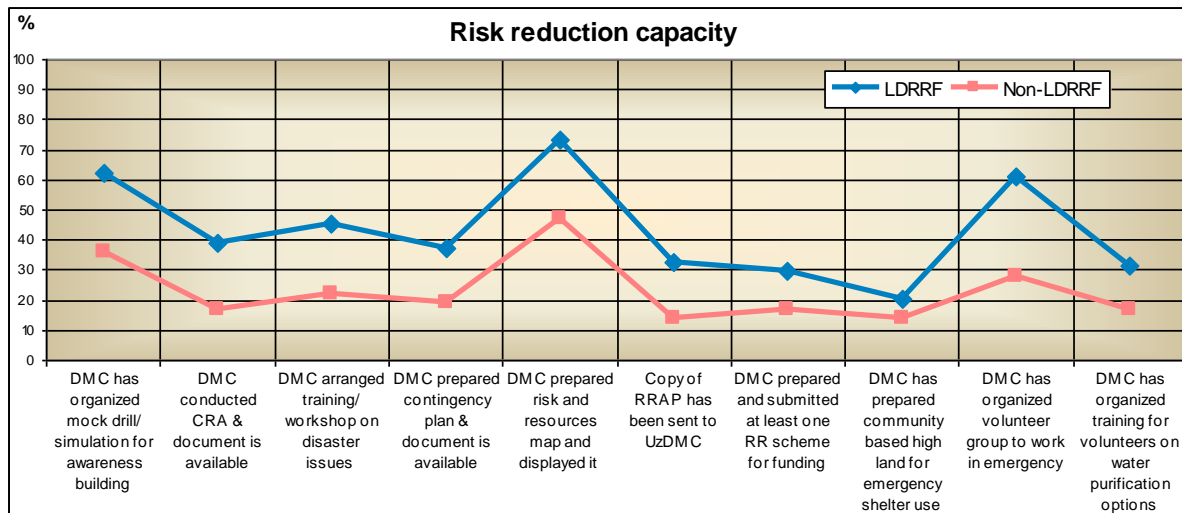
A significant variance is also found between LDRRF and non-LDRRF UDMCs in maintaining and preserving separate files and books of records. About half of the assessed UDMCs have access to internet facilities to use in emergency and at normal period.

### 6.3 Risk reduction capacity

In order to have a good picture of the disaster risk reduction capacity, 10 sub-indicators were identified from the specified role of UDMCs as per SOD: i) DMC has organized mock drill/simulation for awareness building, ii) DMC conducted CRA & document is available, iii) DMC arranged training/ workshop on disaster issues, iv) DMC prepared contingency plan & document is available, v) DMC prepared risk and resources map and displayed it, vi) Copy of RRAP has been sent to UzDMC, vii) DMC prepared and submitted at least one risk reduction scheme for funding, viii) DMC has prepared community based high land for emergency shelter use, ix) DMC has organized volunteer group to work in emergency and x) DMC has organized training for volunteers on water purification options.

The assessment findings show that around two-thirds of LDRRF UDMCs had arranged at least one mock drill/simulation for community awareness, while only one-third of non-

LDRRF UDMCs had arranged drill/simulation. 40% of the LDRRF UDMCs, but less than 20% of non-LDRRF UDMCs, are in possession of their CRA documents. The scenario of contingency plan preparation and sending RRAP copies to UzDMC is the same. However, the risk and resource map is more commonly displayed within UP premises. Most of the low performance level for the indicator is explained by UDMCs not having preserved the relevant documents, which indicates lack of ownership.



Regarding community based high land preparation for emergency shelter, very poor initiatives were found for both LDRRF and non-LDRRF UDMCs. 25% of UDMCs replied that they have no killas or other shelter places to prepare for emergency use. In flash flood prone areas, no UDMC has any idea about earthen killa or shelter centres and most of the UDMCs of flood prone areas replied that they urgently require killas or other community high land.

Around 15% of non-LDRRF UDMCs replied that they have prepared at least one risk reduction scheme and submitted request for funding, while this is the case for 30% of the LDRRF UDMCs. Around half of the UDMCs reported that they had not prepared any risk reduction schemes during their tenure, but some schemes were implemented by the former committee.

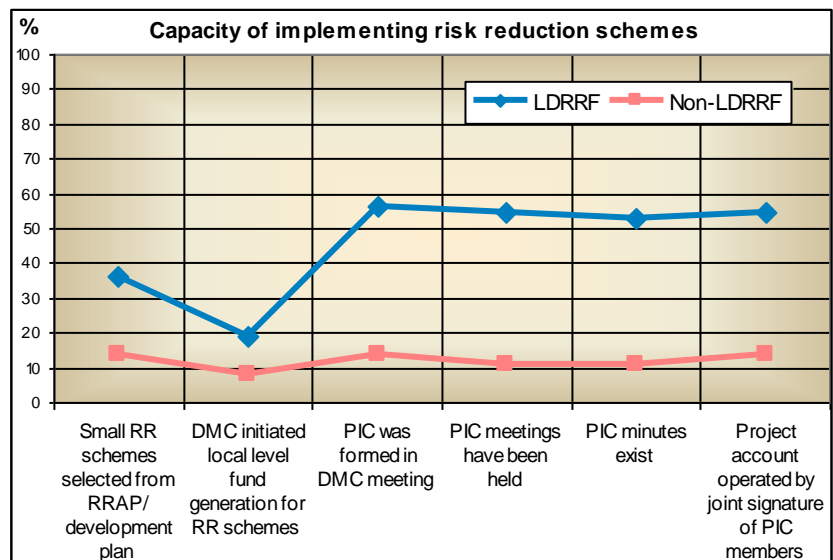
Around two-thirds of LDRRF UDMCs have organized a group of volunteers, but only one-fourth of non-LDRRF UDMCs. Very few UDMCs have provided training on water purification techniques and options.

To build disaster resilient communities, disaster risk reduction capacity of local institutions is inevitable, so practical support is required in preparation of risk reduction schemes and coordinating with agencies for funding, developing volunteer groups, preserving files and document regarding CRA, RRAP, contingency plan, etc. and ensuring ownership of them.

#### 6.4 Risk reduction scheme implementation:

The risk reduction schemes are considered to support reducing the risk of vulnerable communities. Union Parishad is the lowest tier of local government and it is expected that real development will emerge with true leadership of local institutions. Hence based on the governance practice outfits following sub-indicators have been selected to measure the

Disaster Risk Reduction aptitude of UDMCs: i) *Small scale RR schemes/ADP schemes are selected from RRAP/ development plan*, ii) *DMC has initiated local level fund generation for RR schemes*, iii) *PIC was formed in DMC meeting*, iv) *PIC meetings have been held*, v) *PIC minutes exist* and vi) *Project account has been operated by joint signature of PIC members*.



It is found that risk reduction (RR) schemes have been selected from RRAP or annual development plan in around one-third of LDRRF Unions but only 15% of non-LDRRF Unions. One-fifth of LDRRF Unions replied that they have initiated local level fund generation for RR scheme implementation, while only one in ten of non-LDRRF UDMCs have done so. Regarding PIC formation process, PIC meetings, meeting minutes and operation of a joint bank account, the performance level of more than half of LDRRF UDMCs is found satisfactory, while only around 10% of non-LDRRF UDMCs have any PIC practice.

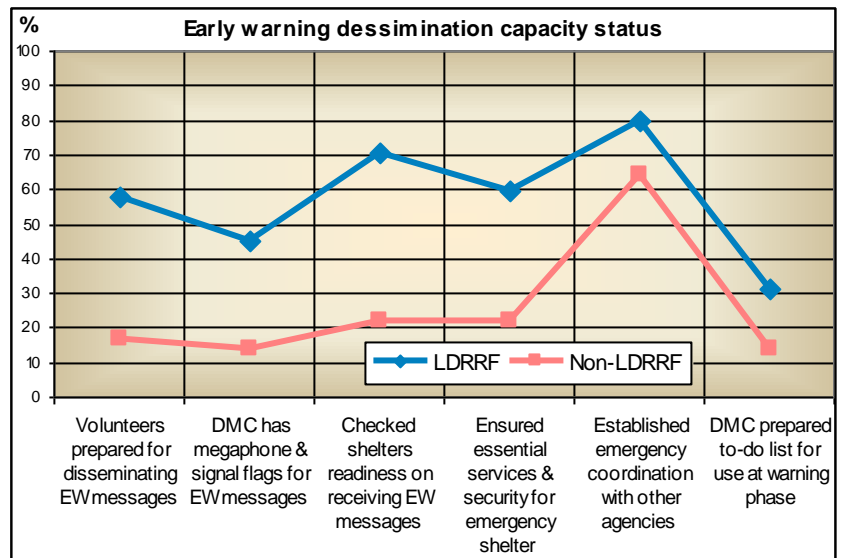
The close supportive monitoring of LDRRF schemes may enhance UDMC capacity to implement RR schemes correctly and small scale schemes with training on design and implementation may offer capacity development for non-LDRRF UDMCs.

### 6.5 Early warning dissemination capacity

Early warning message dissemination is most important for emergency preparedness of the community. SOD assigned this responsibility to UDMC, along with CPP. Considering the SOD indicated responsibility of UDMC following sub-indicators have been chosen for measuring early warning dissemination capacity of UDMCs: i) *Volunteers have been prepared for disseminating early warning messages*, ii) *DMC has megaphone, signal flags for early warning messages*, iii) *DMC checked emergency shelter readiness on receiving early warning/signal messages*, iv) *DMC has ensured essential services and security for pre-determined emergency shelter centre*, v) *DMC has established emergency coordination with other organizations/agencies and*, vi) *DMC prepared to-do list for use at warning phase*.

The assessment data disclose that around 60% of LDRRF UDMCs have a well prepared volunteer group for dissemination of early warning and around 45% of them have equipment (megaphone, hand phone, signal flag etc.), but the condition of non-LDRRF UDMCs is much poorer, about 15%. Above two-thirds of LDRRF UDMCs replied that soon after the early warning some of the UDMC members visited emergency shelter centres to make them prepared and around 60% told that they ensure required services and necessary security measures for emergency shelter centres. In non-LDRRF Unions, only around 20% of UDMCs take such preparatory measures. It is noted that regarding emergency shelter preparation,

most of the affirmative response was received from areas with cyclone shelters and school-cum-shelters. For emergency coordination in disaster both LDRRF and non-LDRRF UDMC performance is found good, but in respect of preparedness through generating to-do list for disaster response the performance is poor for both LDRRF and non-LDRRF UDMCs. Almost all UDMCs mentioned that they maintain regular communication with Upazila Parishad, government institutions, NGOs, CPP, medical teams, fire services, etc. for coordination during emergencies.

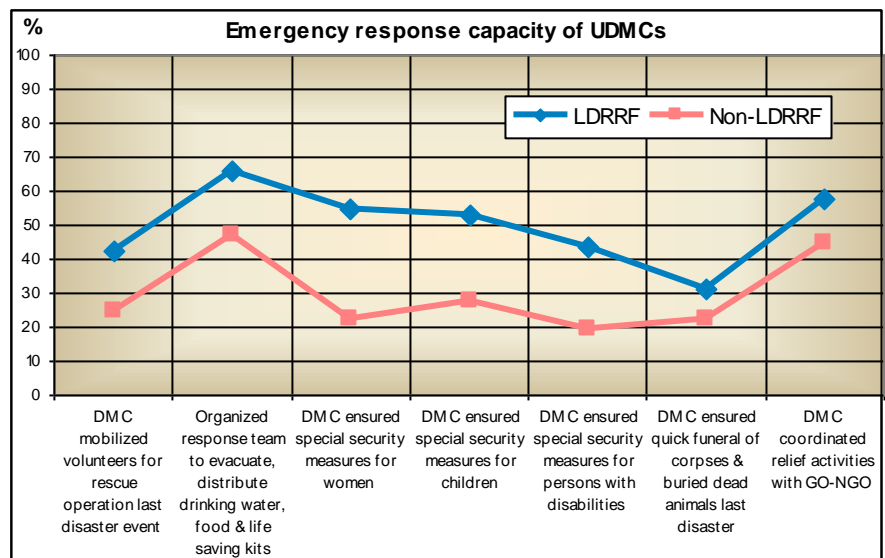


Most of the affirmative answers against early warning dissemination equipment comes from cyclone prone areas and in the other three major hazard zones the UDMC has very low involvement in early warning message dissemination.

### 6.6 Disaster response capacity

Considering the SOD expected responsibilities in disaster response, following seven sub-indicators were used to assess capacity: *i) DMC mobilized volunteers for rescue operation in last disaster event, ii) DMC organized team to rescue people and their valuables, distribute drinking water, food and lifesaving kits, iii) DMC ensured special security measures for women, iv) DMC ensured special security measures for children, v) DMC ensured special security measures for persons with disabilities, vi) DMC ensured quick funeral of corpses & buried animal dead bodies in last disaster, vii) DMC coordinated relief activities with GO-NGO.*

Of the assessed UDMCs, only one-third have mobilized a volunteer team for rescue operation in last disaster event, but with the frequency in LDRRF UDMCs twice as high as in Unions with no LDRRF engagement. Two-thirds of LDRRF UDMCs had a team of volunteers to evacuate people, distribute water, food, lifesaving kits and around half of them have ensured special security measures for women, children and persons with disabilities.



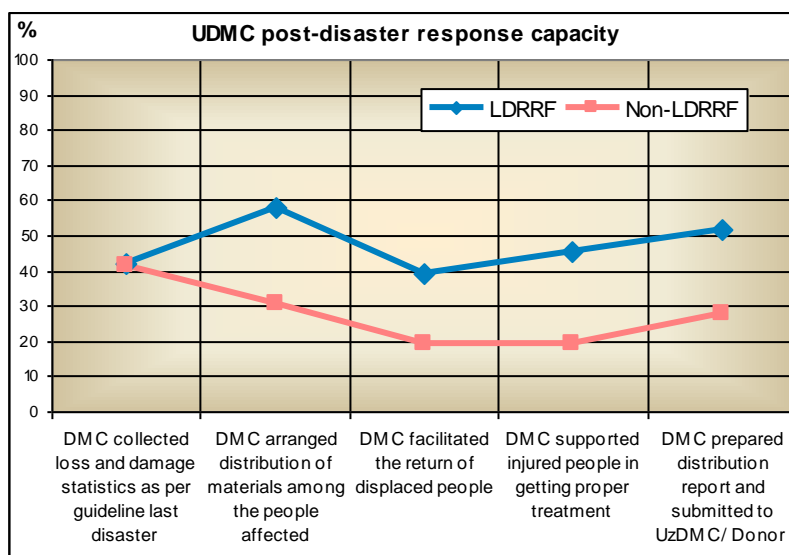
Occurrence of all these practices is significantly lower in non-LDRRF UDMCs. Regarding GO-NGO coordination for relief distribution, 60% of LDRRF and 45% of non-LDRRF UDMCs replied in the affirmative.

Disasters are not regular incidents but require good preparedness for prompt and effective response. Regular training of UDMCs may develop capacity to better deal with them.

### 6.7 Post-disaster response capacity

Most of the UDMC members have responded on the basis of experience from the last disaster they faced. The identified sub-indicators drawn from SOD are: *i) DMC collected loss and damage statistics as per the guideline in last disaster, ii) DMC arranged distribution of materials among the people affected, iii) DMC facilitated the return of displaced people, iv) DMC supported injured people in getting proper treatment and v) DMC prepared distribution report and submitted to UzDMC/ Donor.*

Around 40% of the respondent UDMCs, in case of both LDRRF and non-LDRRF, replied that they had collected loss and damage statistics as per Upazila office provided format and guidance. Around one-third did not ever prepare a Loss and Damage report (D-Form) as no event requiring damage statistics happened yet during their watch; around half of the committees have no prior experience dealing with emergency response.



About 60% of LDRRF UDMCs but only 30% of non-LDRRF UDMCs have the experience of distributing relief goods. Supporting displaced people to return home is not equally common, with 40% of LDRRF and 20% of non-LDRRF UDMCs replying that they have done so. Similarly, 45% of LDRRF and 20% of non-LDRRF UDMCs supported people injured in disasters. And correspondingly, 52% of LDRRF UDMCs and 28% of non-LDRRF UDMCs replied that they had submitted a relief distribution report to UzDMC/Donor representatives. Having no contingency plan and budget for emergency purposes, the UDMCs have very low capacity to support disaster affected people by their own resources. They usually look for GO-NGO initiatives for relief package distribution, support in resettling returning dislocated people, providing medical support, etc.

To gain actual capacity of disaster response requires direct participation in such an event. However, the capacity may be enhanced through orientation on UDMC roles and responsibilities and support in preparation and updating DM plan and contingency plan for the UDMC.

## VII. CONCLUSIONS AND RECOMMENDATIONS

This CDMP UDMC Functionality Assessment is the first initiative to know how this standing committee is working within the UP structure. This first assessment will be the benchmark for apprehending gradual improvement of UDMCs. The assessment actually focuses on weaknesses that need to be addressed to help fine-tune the capacity strengthening action plan. It is expected that this assessment procedure will bring about action to strengthen functioning of the Union Disaster Management Committees in line with responsibilities assigned to them as per the SOD and the DM Act.

In all unions, there was a change in leadership during 2011 and newly elected members have taken over responsibilities. They have limited or no orientation on DRR and emergency management. Very few of the reconstituted committees received UDMC files and documents from the previous committee. As a result, the new committee has to start working without institutional memory.

Since the Local Disaster Risk Reduction Fund (LDRRF) was created to provide small grants to enable communities to implement mini-projects / schemes to reduce vulnerability to disasters and climate change at the local level, UDMCs that have been implementing LDRRF projects are doing significantly better than the non-LDRRF UDMCs. So, apart from meeting the principal purpose of facilitating community driven risk reduction, LDRRF is also contributing to capacity enhancement of UDMCs and making them more functional.

Based on an analysis of the identified gaps in the existing level of knowledge, skills, attitude and functions of the UDMC members, the following pertinent areas through which the capacity of UDMCs could be improved have been identified as essential for immediate attention.

1. Training and capacity strengthening of UDMC members on Disaster Management issues. Present capacity and functionality status of UDMCs differs between hazard zones and considering the capacity gap of each respective area specific need-based curriculum should be designed, rather than providing generic training for all.
2. In this respect, special attention needs to be given to groom improved vigilance of UDMCs in flood and flash flood prone areas, where UDMC capacity is lowest.
3. All UDMCs require improved awareness of their roles and responsibilities as given in Standing Orders on Disaster. Since all UDMCs have been reconstituted after the 2011 UP elections, another round of orientation training is required. Such training may be given around the recently updated DMC Operations Manual that closely follows SOD.
4. In addition, user guides or handbooks on SOD and the DM Act, specifically on UDMC roles and responsibilities, need to be developed and provided.
5. Investment in structural risk reduction measures in the most vulnerable areas has to be ensured. This would include raising of high ground for emergency shelter use where no such facility exists.
6. Support in preparing and updating DM plan and contingency plan for the UDMC and follow-up of the preservation and ownership of risk assessments and plans is needed.



7. The democratic process leading to reconstituted Union Parishads after elections results in loss of institutional memory and change of leadership. This requires mechanisms of safeguarding sustainability of local government capacity development so that new leadership can take over with benefits of accrued knowledge.
8. In this regard, strategic support to NILG on providing applied training to UPs on previous committees' charge hand-over process, including archiving, managing and maintaining files and books of record should be considered.
9. There is a need for continuous hands-on training to UDMCs on preparation of risk reduction schemes and coordination with agencies for funding, local level fund generation, etc.
10. Small scale schemes with training on designing and implementing risk reduction schemes may be offered to currently non-LDRRF UDMCs. However, LDRRF engagement with new UDMCs has to take cognizance of the generally inactive status of committees and boost their overall functionality alongside LDRRF scheme implementation.
11. Practical support for organizing volunteers and their training should be provided.
12. The monitoring mechanism of the implementation of the DRR process needs to be strengthened.

Elected local government representatives at union level are key actors for all field level DRR activities where resources are allocated from the national level through district administration. However, key challenges remain on decentralized decision making process, ensuring participation of vulnerable communities and resource allocation on DRR interventions at local level.

## Case Stories on Functioning UDMCs

### *Burigoalini UDMC as a role model*

*Burigoalini, a cyclone prone and saline prone union adjacent to Sundarban of Shyamnagar Upazila under Satkhira district, has a good functional UDMC. As soon as the newly elected bodies had assumed their responsibilities, the present Union Disaster Management Committee was formed around two years ago. The UP Secretary and some of the UP members have institutional memory from the former UDMC. The UP has the files and documents from the former UDMC, like former UDMC members list, meeting resolutions, CRA/RRAPs, PIC members list etc. which helps the new UP bodies to realize and understand the importance of the UDMC. The UDMC is meeting on bi-monthly basis, has distributed responsibilities among its members and initiated ward level committees. Though during the tenure of this committee no major disaster has happened to respond to, during every signal period the UDMC used to open a control room at the UP premises with the help of CPP.*



*“Amader protita ward e medical team ase jara ousodh sobaraho kore.ai team besi osusto rugi der zila hospital e pathanor babostha porjonto kore.emonki ousodh kenar poisa porjonto sorbarohokore.”*  
**UDMC Chairman Burigoalini**

*This committee is implementing a good number of RR schemes with funding from CDMP II and LGSP-UNDP and submitted some other schemes to LGED. Their PIC is found active and practicing a responsibility sharing culture, they are maintaining separate bank accounts with joint signatories. In discussion session all participants informed that there is a volunteer team working for emergencies. The UDMC, with the guidance from CDMP II, has formed sub-committees for early warning dissemination, relief distribution and emergency rescue. The UDMC has good linkage with CPP volunteers and has early*

*warning dissemination materials like hand mike and could use materials of other institutions like signal flags, mike etc. as and when needed. With support from Shushilan, NARRI consortium the UDMC has developed an emergency contingency plan for disasters and they have the risk and resource map for emergency use.*

### *Newly formed UDMC catching up*

*Char Mannair Union is located in Sadarpur Upazila in Faridpur district. The Char Mannair Union Chairman was newly elected. In the time of former chairman there was a UDMC committee but actually it was inactive. The newly elected UP did not get any files or documents from the previous committee and none of the new committee members, not even the chairman, could say anything about UDMC. Char Mannair is very far from the Upazila headquarters, with high risk of river erosion and flood. During river erosion the Union Parishad and social leaders used to help the affected but not on behalf of UDMC. They even could not say anything about who can be members of the UDMC. Soon after the UDMC functionality assessment session, having a better understanding, the UP Chairman in consultation with the assessment team and the UP members instantly called local elites, NGO representatives and local level Government officials and formed a new committee of 32 members. The Secretary made a resolution and file. The facilitators then conducted a session of what the UDMC is, why it is important, responsibilities of the UDMC, meeting schedule and other provisions according to SOD. All participating members and chairman appreciated the session and demanded more training on it.*



**DMC Functionality Assessment Checklist**

**Indicator 1: DMC members conversant with Disaster Management issues**

**Sub-indicators:**

- 1.1 DMC members are aware of the DM issues at local level (yes/no)  
Check: Knowledge of 3-5 standard issues
- 1.2 DMC members are acquainted with SOD (yes/no)  
Check: Knowledge of 3 standard issues
- 1.3 DMC members are aware of the DMC's responsibilities (yes/no)  
Check: Knowledge of 3-5 standard issues
- 1.4 DMC members can explain the responsibilities of DMC Chairman (yes/no)  
Check: Knowledge of at least 3 responsibilities
- 1.5 DMC members can explain the responsibilities of DMC Secretary (yes/no)  
Check: Knowledge of at least 3 responsibilities

Question	1.1	1.2	1.3	1.4	1.5	Total
Scoring	2	2	2	2	2	10

Rating:	0-4 = Weak,	5-7 = Moderate,	8-10 = Good
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**Indicator 2: General management/administrative capacity**

**Sub-indicators:**

- 2.1 DMC has met with quorum once per month during ‘normal period’ (yes/no)
- 2.2 DMC has met with quorum at least once per week during warning phase (yes/no)
- 2.3 DMC has met with quorum at least once per week during disaster period (yes/no)
- 2.4 DMC has met with quorum once per week during recovery phase (yes/no)
- 2.5 DMC maintains minutes of meetings held (yes/no)  
Check: Minutes
- 2.6 DMC maintains separates files and books of record (yes/no)  
Check: The actual files maintained ( Resolution book, members list, Contingency plan, RR schemes, RRAP/ Dev. Plan, Volunteers list etc)
- 2.7 DMC has Internet facilities to use as and when necessary (yes/no)

Question	2.1	2.2	2.3	2.4	2.5	2.6	2.7	Total
Scoring	2	1	1	1	2	2	1	10

Rating:	0-4 = Weak,	5-7 = Moderate,	8-10 = Good
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### Indicator 3: Risk reduction capacity

#### Sub-indicators:

- 3.1 DMC has organized mock drill/ simulation for awareness building (yes/no)  
Check: reports/ documents
- 3.2 DMC conducted CRA & document is available (yes/no)  
Check: CRA/ RRAP document
- 3.3 DMC arranged training/ workshop on disaster issues (yes/no)  
Check: training report
- 3.4 DMC prepared contingency plan & document is available (yes/no)  
Check: Contingency plan document
- 3.5 DMC prepared risk and resources map and displayed it (yes/no)  
Check: Risk and resources map
- 3.6 Copy of RRAP has been sent to UzDMC (yes/no)  
Check:
- 3.7 DMC prepared and submitted at least one RR scheme for funding (yes/no)  
Check: Scheme proposal
- 3.8 DMC has prepared community based high land for emergency shelter use (yes/no)  
Check: Risk and resource map, Risk reduction schemes list, ADP list
- 3.9 DMC has organized volunteer group to work in emergency (yes/no)  
Check; Volunteer list
- 3.10 DMC has organized training for volunteer training on water purification options (yes/no)  
Check: Training report

Question	3.1	3.2	3.3	4.4	3.5	3.6	3.7	3.8	3.9	3.10	Total
Scoring	1	1	1	1	1	1	1	1	1	1	10

Rating: 0-5 = Weak, 6-7 = Moderate, 8-10 = Good

### Indicator 4: Capacity to implement RR scheme

#### Sub-indicators:

- 4.1 Small scale RR schemes/ADP schemes are selected from RRAP/ development plan (yes/no)  
Check: RRAP
- 4.2 DMC has initiated local level fund generation for RR schemes (yes/no)  
Check: Annual plan, Annual report
- 4.3 PIC was formed in DMC meeting (yes/no)  
Check: Resolution in DMC minutes
- 4.4 PIC meetings have been held (yes/no)
- 4.5 PIC minutes exist (yes/no)  
Check: Minutes
- 4.6 Project account has been operated by joint signature of PIC members (yes/no)  
Check: Books of records

Question	4.1	4.2	4.3	4.4	4.5	4.6	Total
Scoring	2	2	1	1	2	2	10

Rating: 0-4 = Weak, 5-7 = Moderate, 8-10 = Good

**Indicator 5: Capacity for early warning dissemination during warning period****Sub-indicators:**

- 5.1 Volunteers have been prepared for disseminating early warning messages (yes/no)  
Check: Knowledge of a sample of volunteers
- 5.2 DMC has megaphone and signal flags for early warning messages (yes/no)  
Check: Physical existence
- 5.3 DMC checked emergency shelter readiness on receiving early warning/ signal messages (yes/no)  
Check:
- 5.4 DMC has ensured essential services and security for pre-determined emergency shelter centre (yes/no)  
Check:
- 5.5 DMC has established emergency coordination with other organizations/agencies (yes/no)  
Check:
- 5.6 DMC prepared to-do list for use at warning phase. (yes/no)  
Check: to-do list, meeting minutes

Question	5.1	5.2	5.3	5.4	5.5	5.6	Total
Scoring	2	2	2	2	1	1	10

Rating:	0-5 = Weak,	6-7 = Moderate,	8-10 = Good
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**Indicator 6: Emergency response capacity during disaster****Sub-indicators:**

- 6.1 DMC made volunteers mobilize for rescue operation in last disaster event (yes/no)  
Check: Experience of a sample of volunteers
- 6.2 DMC organized response team to evacuate people, distribute drinking water, food & life saving kits. (yes/no)  
Check: Experience of a sample of volunteers/ response team
- 6.3 DMC ensured special security measures for women (yes/no)  
Check: Follow-up question
- 6.4 DMC ensured special security measures for children (yes/no)  
Check: Follow-up question
- 6.5 DMC ensured special security measures for persons with disabilities (yes/no)  
Check:
- 6.6 DMC ensured quick funeral of corpses & buried animal dead bodies in last disaster (yes/no)  
Check: Follow-up question
- 6.7 DMC coordinated relief activities with GO-NGO (yes/no)  
Check: Last relief operation report/ Follow-up question

Question	6.1	6.2	6.3	6.4	6.5	6.6	6.7	Total
Scoring	2	2	1	1	1	1	2	10

Rating:	0-5 = Weak,	6-7 = Moderate,	8-10 = Good
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## Indicator 7: Capacity to manage post-disaster period

### Sub-indicators:

- 7.1 DMC collected loss and damage statistics as per the guideline in last disaster (yes/no)  
Check: D- form
- 7.2 DMC arranged distribution of materials among the people affected (yes/no)  
Check: Emergency response report , Follow-up question
- 7.3 DMC facilitated the return of displaced people (yes/no)  
Check: Emergency response report , Follow-up question
- 7.4 DMC supported injured people in getting proper treatment (yes/no)  
Check: Emergency response report , Follow-up question
- 7.5 DMC prepared distribution report and submitted to UzDMC/ Donor (yes/no)  
Check: Relief operation report

Question	7.1	7.2	7.3	7.4	7.5	Total
Scoring	2	2	2	2	2	10

Rating: 0-5 = Weak, 6-7= Moderate, 8-10 = Good

**Overall Rating: 0-4 = Weak, >4-7 = Moderate, >7-10 = Good**

## Supplementary Tables and Charts

DMC Affirmative Response to Sub-Indicators List of Sub-indicators	% positive response		
	LDRRF	Non-LDRRF	All
DMC members aware of DM issues at local level	100	100	100
DMC members acquainted with SOD	16	11	14
DMC members know how UDMC is formed	75	67	72
DMC members can explain who are UDMC members	83	69	78
DMC members aware of DMC responsibilities	84	61	76
DMC met with quorum once per month in 'normal period'	44	25	37
DMC met with quorum once per week during warning phase	42	17	33
DMC met with quorum once per week during disaster period	42	19	34
DMC met with quorum once per week during recovery phase	34	19	29
DMC maintains minutes of meetings held	63	42	55
DMC maintains separates files and books of record	61	36	52
DMC has Internet facilities to use as and when necessary	55	36	48
DMC organized mock drill/ simulation for awareness building	63	36	53
DMC conducted CRA & document is available	39	17	31
DMC arranged training/workshop on disaster issues	45	22	37
DMC prepared contingency plan & document is available	38	19	31
DMC prepared risk and resources map and displayed it	73	47	64
Copy of RRAP has been sent to UzDMC	33	14	26
DMC prepared and submitted RR scheme for funding	30	17	25
DMC prepared community high land for emergency shelter	20	14	18
DMC organized volunteer group to work in emergency	61	28	49
DMC organized training for volunteers on water purification options	31	17	26
RR schemes/ADP schemes selected from RRAP/development plan	36	14	28
DMC initiated local level fund generation for RR schemes	19	8	15
PIC was formed in DMC meeting	56	14	41
PIC meetings have been held	55	11	39
PIC minutes exist	53	11	38
Project account operated by joint signature of PIC members	55	14	40
Volunteers prepared for dissemination of early warning messages	58	17	43
DMC has megaphone & signal flags for early warning messages	45	14	34
DMC checked emergency shelter readiness on receiving early warning	70	22	53
DMC ensured essential services and security for emergency shelter	59	22	46
DMC had emergency coordination with other organizations/agencies	80	64	74
DMC prepared to-do list for use at warning phase	31	14	25
DMC mobilized volunteers for rescue operation last disaster event	42	25	36
DMC had team to evacuate people, distribute water, food, life saving kits	66	47	59
DMC ensured special security measures for women	55	22	43
DMC ensured special security measures for children	53	28	44
DMC ensured special security measures for persons with disabilities	44	19	35
DMC ensured quick funerals & buried dead animals last disaster	31	22	28
DMC coordinated relief activities with GO-NGO	58	44	53
DMC collected loss and damage statistics last disaster	42	42	42
DMC arranged distribution of materials among people affected	58	31	48
DMC facilitated the return of displaced people	39	19	32
DMC supported injured people in getting proper treatment	45	19	36
DMC prepared distribution report and submitted to UzDMC/Donor	52	28	43

## Details of Performance Rating

### Performance category of UDMCs in cyclone prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	66%	66%	31%	52%	52%	48%	41%	45%
Moderate	24%	7%	17%	7%	17%	21%	24%	38%
Weak	10%	28%	52%	41%	31%	31%	34%	17%

### Performance category of LDRRF UDMCs in cyclone prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	65%	69%	31%	58%	54%	46%	46%	50%
Moderate	23%	4%	19%	8%	19%	19%	19%	31%
Weak	12%	27%	50%	35%	27%	35%	35%	19%

### Performance category of non-LDRRF UDMCs in cyclone prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	67%	33%	33%	0%	33%	67%	0%	0%
Moderate	33%	33%	0%	0%	0%	33%	67%	100%
Weak	0%	33%	67%	100%	67%	0%	33%	0%

### Performance category of UDMCs in flood prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	50%	25%	11%	0%	25%	29%	18%	11%
Moderate	18%	14%	7%	27%	7%	7%	25%	25%
Weak	32%	61%	82%	73%	68%	64%	57%	64%

### Performance category of LDRRF UDMCs in flood prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	62%	29%	14%	10%	33%	38%	24%	14%
Moderate	14%	14%	10%	33%	10%	10%	33%	33%
Weak	24%	57%	76%	57%	57%	52%	43%	52%

### Performance category of non-LDRRF UDMCs in flood prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	14%	14%	0%	0%	0%	0%	0%	0%
Moderate	29%	14%	0%	0%	0%	0%	0%	0%
Weak	57%	71%	100%	100%	100%	100%	100%	100%

### Performance category of UDMCs in drought prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	94%	6%	18%	12%	12%	24%	29%	6%
Moderate	6%	35%	18%	12%	18%	35%	35%	65%
Weak	0%	59%	65%	76%	71%	41%	35%	29%



### Performance category of LDRRF UDMCs in drought prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	100%	14%	14%	14%	14%	14%	29%	14%
Moderate	0%	29%	0%	14%	14%	29%	29%	43%
Weak	0%	57%	86%	71%	71%	57%	43%	43%

### Performance category of non-LDRRF UDMCs in drought prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	90%	0%	20%	10%	10%	30%	30%	0%
Moderate	10%	40%	30%	10%	20%	40%	40%	80%
Weak	0%	60%	50%	80%	70%	30%	30%	20%

### Performance category of UDMCs in flash flood prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	65%	9%	0%	9%	4%	4%	13%	0%
Moderate	13%	17%	4%	9%	22%	13%	39%	39%
Weak	22%	74%	96%	83%	74%	83%	48%	61%

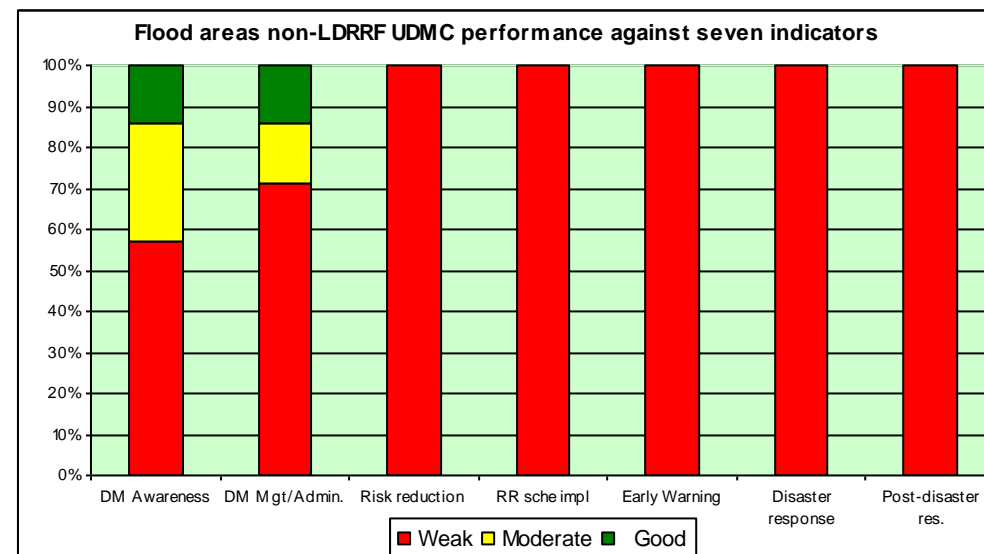
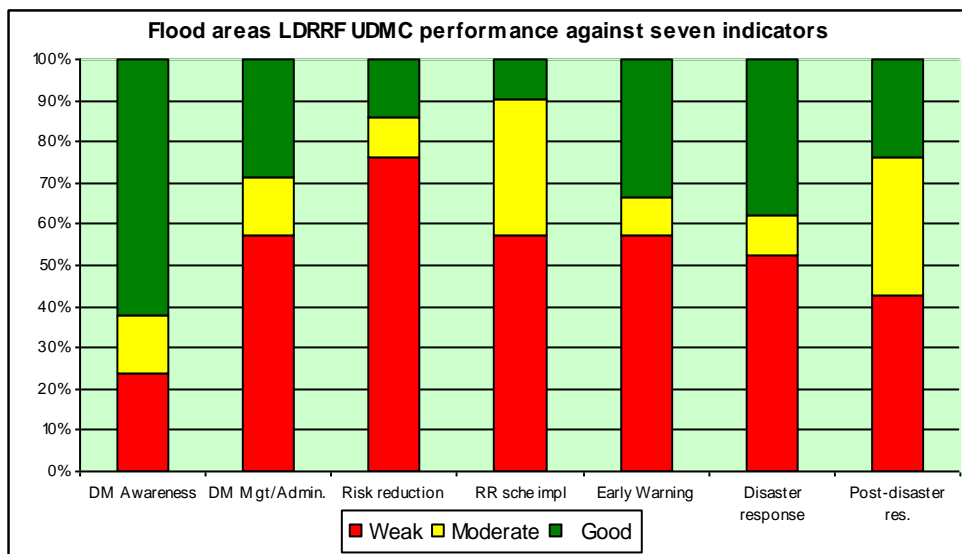
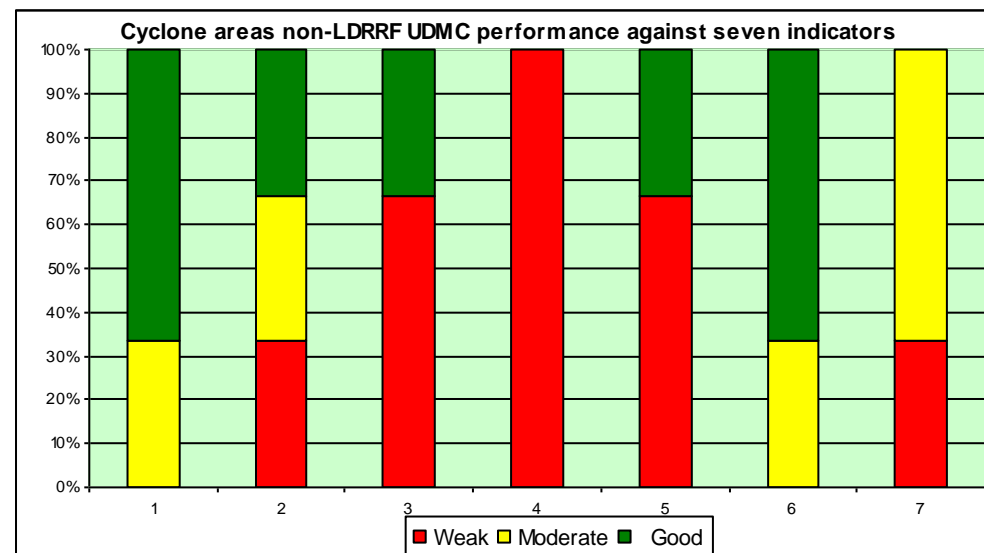
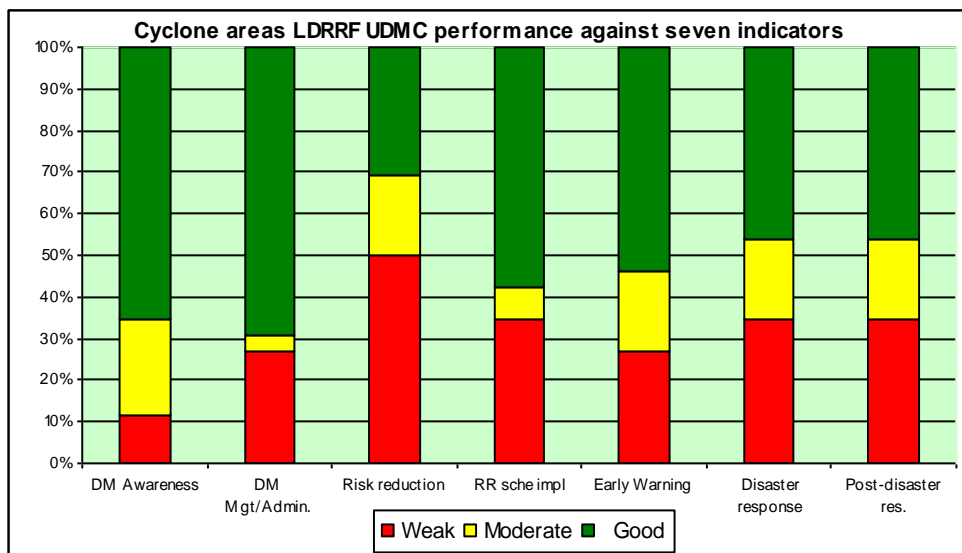
### Performance category of LDRRF UDMCs in flash flood prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	80%	0%	0%	20%	10%	10%	20%	0%
Moderate	10%	40%	10%	10%	50%	10%	50%	70%
Weak	10%	60%	90%	70%	40%	80%	30%	30%

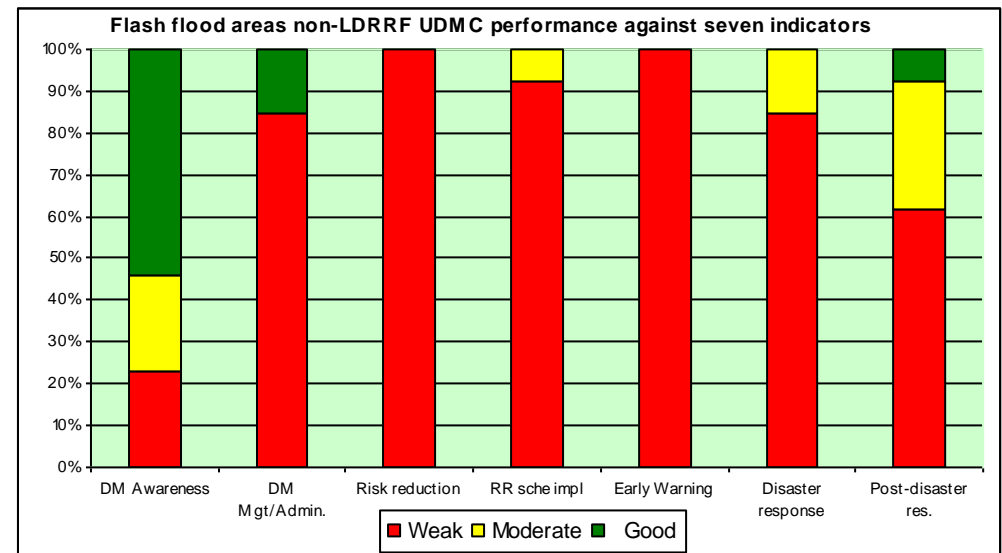
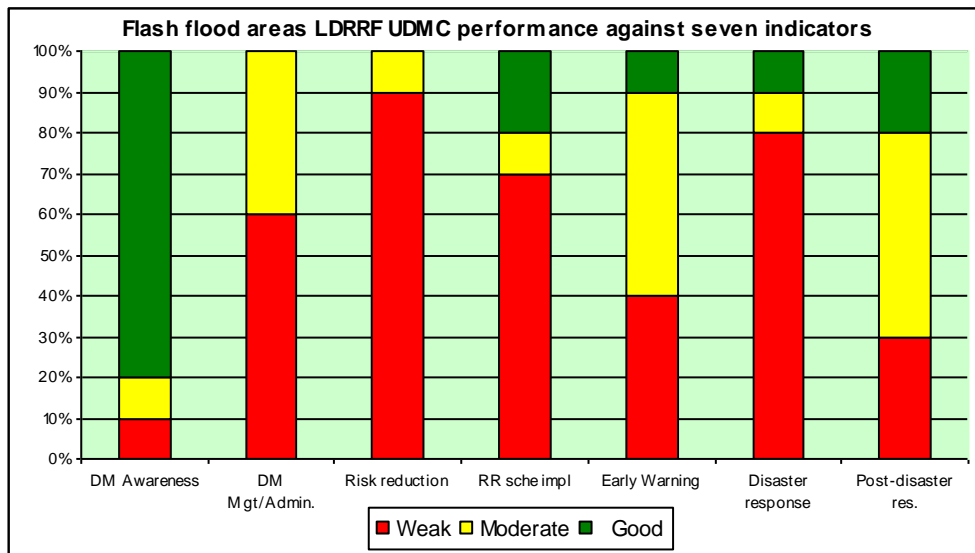
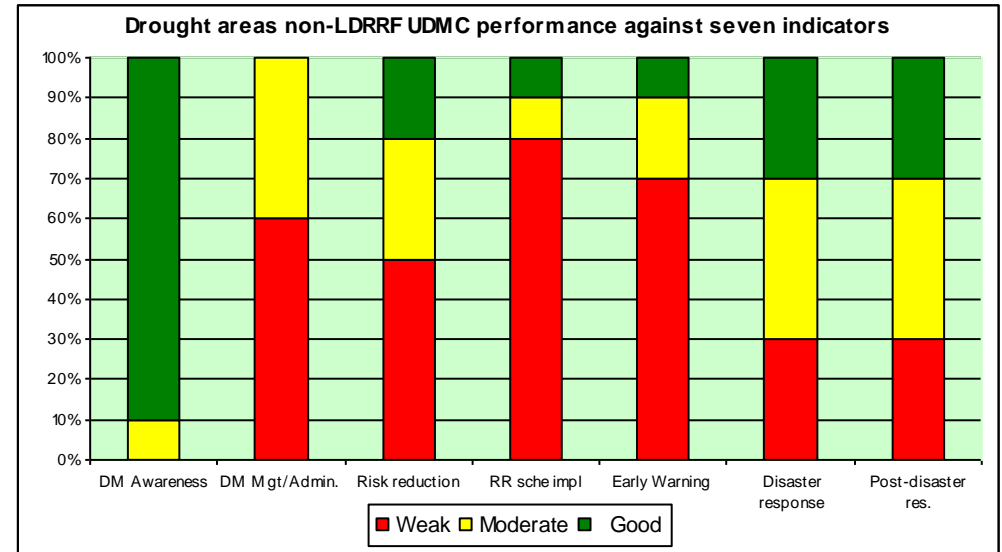
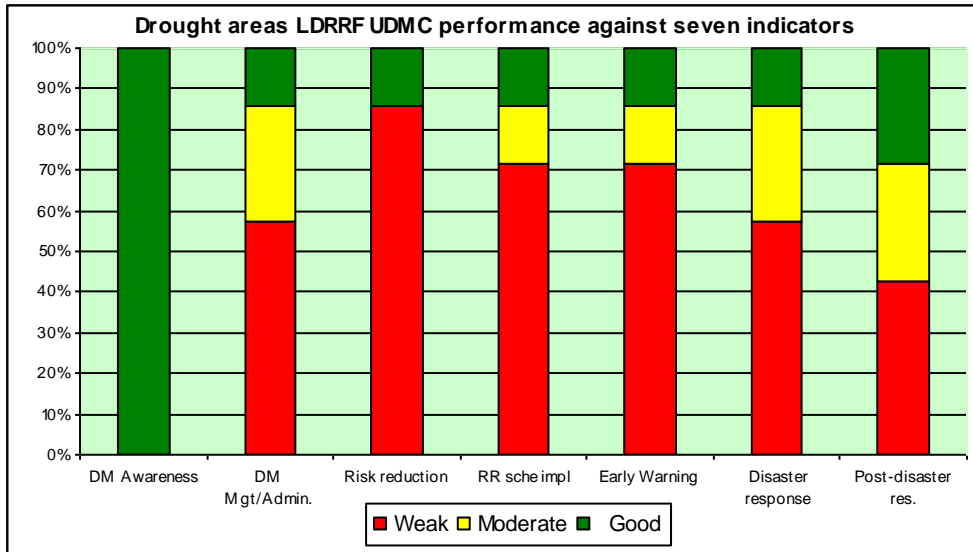
### Performance category of non-LDRRF UDMCs in flash flood prone areas

Category	DM awareness	DMC mgt/admin.	Risk reduction	RR sche. impl.	Early warning	Disaster response	Post-disaster response	Overall Capacity
Good	54%	15%	0%	0%	0%	0%	8%	0%
Moderate	23%	0%	0%	8%	0%	15%	31%	15%
Weak	23%	85%	100%	92%	100%	85%	62%	85%

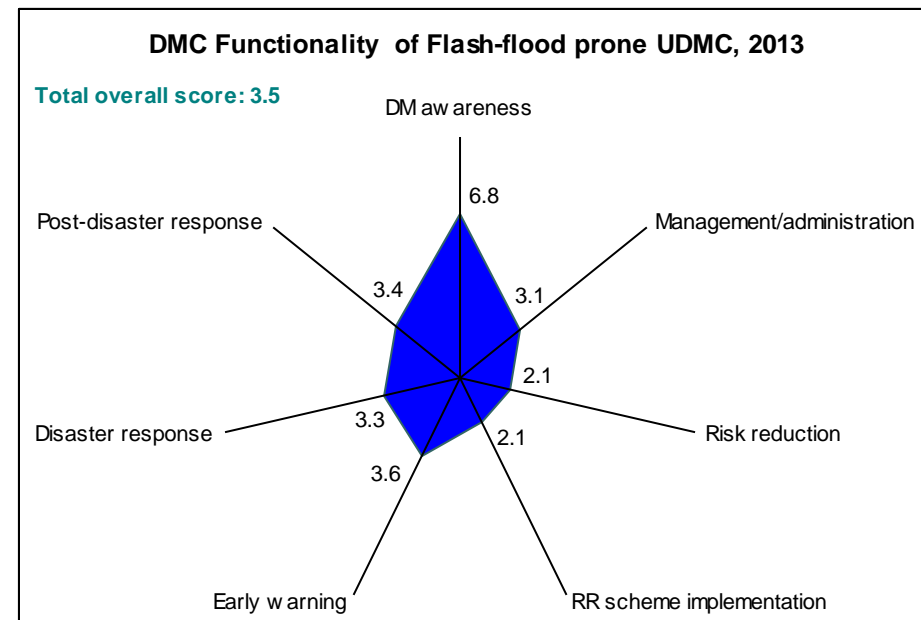
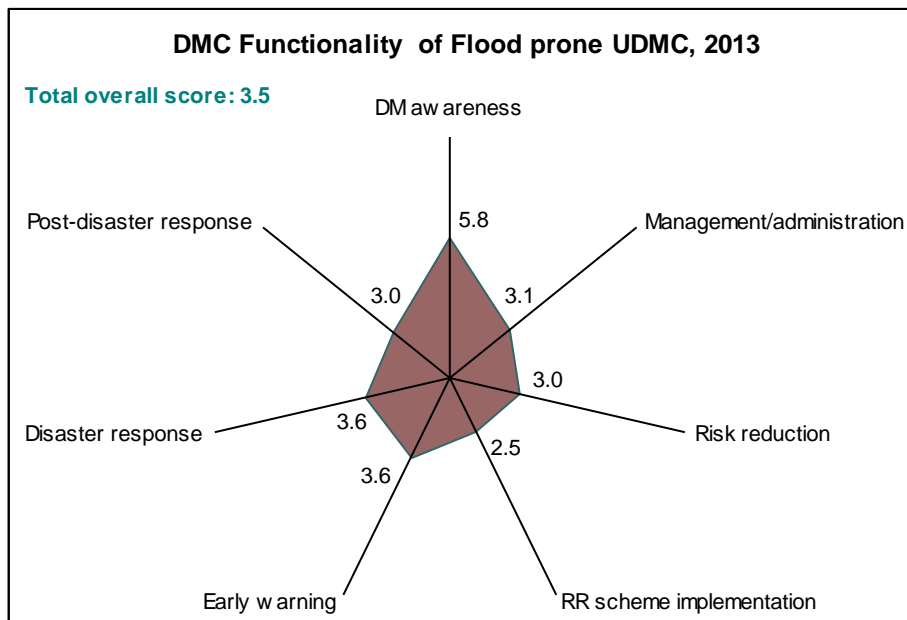
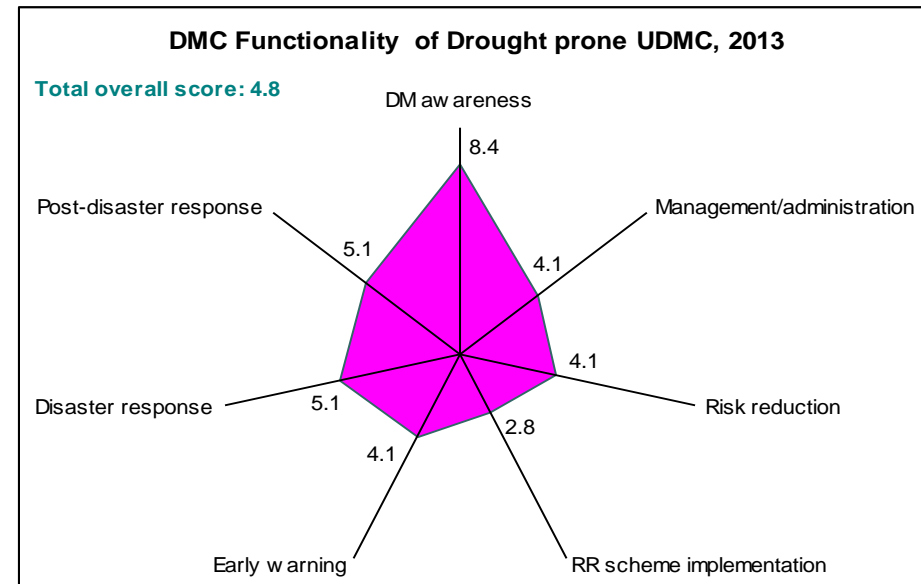
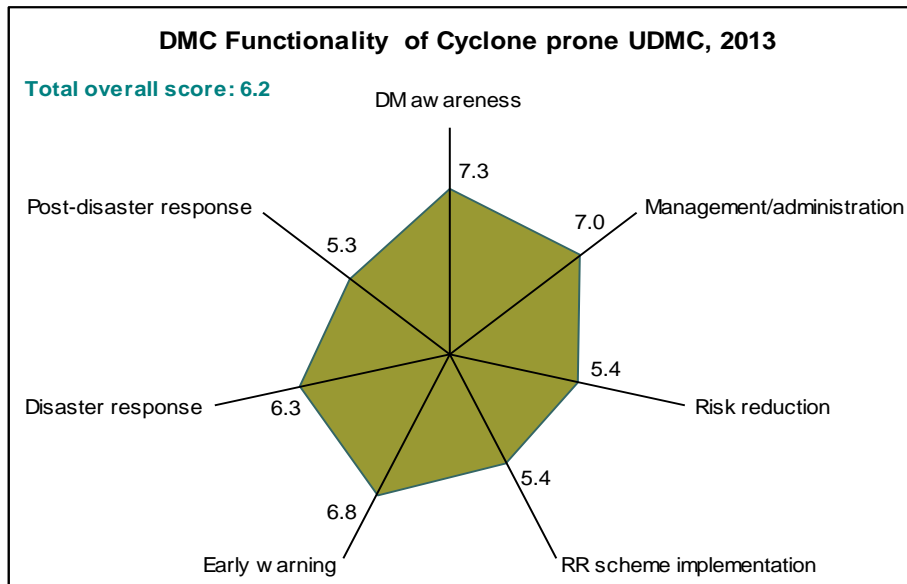
## LDRRF vs. non-LDRRF UDMC performance status against seven functionality assessment indicators



## LDRRF vs. non-LDRRF UDMC performance status against seven functionality assessment indicators



## UDMC functionality status on seven indicators against measured score



## List of Sampled Districts, Upazilas and Unions:

Sl. #	UP	Upazila	District	Hazard Type	Category	
1	Palongkhali	Ukhiya	Cox's Bazar	Cyclone	LDRRF	
2	Rajapalong					
3	Holdiapalong					
4	Chotomoheskhali	Moheshkhali				
5	Kutubjum					
6	Baramoheskhali					
7	Kashimari	Shyamnagar	Satkhira			
8	Munshigonj					
9	Burigoalini					
10	Chapaful	Kaligonj				
11	Nalta					
12	Khusulia					
13	Kamarkhola	Dacope	Khulna			
14	Banishanta					
15	Sutarkhali					
16	Shorafpur	Dumuria				
17	Dhamalia					
18	Kukua	Amtali				Barguna
19	Arpangashia					
20	Nishanbaria					
21	Patharghata Sadar	Patharghata				
22	Charduani					
23	Kathaltoli					
24	Char Amanullah	Suborno Char	Noakhali			
25	Char Clark					
26	Purbo-Charbata					
27	Vashan-char	Sadarpur				Faridpur
28	Charmonaeer					
29	Diara-Narikelbaria					
30	Char-Harirumpur	Char Bhadrashan				
31	Char-vhadrashan					
32	Jhaukanda					
33	Umarpur	Chowhali	Sirajganj			
34	Khaskaulia					
35	Ghorjan					
36	Nischintapur	Kazipur				
37	Shuvogacha					
38	Khasrajbari					
39	Mokhna	Nagorpur	Tangail			
40	Varra					
41	Doptier					
42	Gabsara	Bhuapur				
43	Arjuna					
44	Falda					
45	Char Cencus (char Sersui)	Vedorganj	Shariatpur			
46	Nowdoba	Zajira				
47	Paler char					

Sl. #	UP	Upazila	District	Hazard Type	Category	
48	Nunkhawa	Nageswari	Kurigram		Flash Flood	
49	Chamordani	Dharmapasha	Sunamgonj	Flash Flood		
50	Paikurhati					
51	Dharmapasha					
52	Sarmangol	Derai				
53	Tarol					
54	Charnir char					
55	Kullagora	Durgapur	Netrokona			
56	Gaokandia					
57	Bakol Jhora					
58	Jaria	Purba Dhola	Rajshahi			Drought
59	Gogram	Gudagari				
60	Gudagari					
61	Mohonpur					
62	Chanduria	Tanore				
63	Pachandar					
64	Tanore					
65	Dakua	Galachipa	Patuakhali	Cyclone		
66	Panpatty					
67	Charkazal					
68	Gajaghanto	Gangachara	Rangpur	Drought		
69	Gangachara					
70	Tepamadupur	Kaunia				
71	Balapara					
72	Kushra	Ghior	Manikgonj			
73	Baliakhora					
74	Paila					
75	Dhalla			Singrai		
76	Baira					
77	Char kumuria	Zajira	Shariatpur			
78	Dighar- Mohiskhali					
79	Purbo nowboda					
80	Dampara	Nikli	Kishorgonj	Flood		
81	Gurai					
82	Jaraitala					
83	Baragharia	Karimgonj				
84	Niamatpur					
85	Jaforabad					
86	Kaligonj	Nageswari	Kurigram			
87	Bhitarband					
88	Rajarhat				Rajarhat	
89	Forkerhat/Umarmajid					
90	Debryhat/ Ghorialdanga					
91	Khakilpur	Moulovibazar	Moulovibazar		Flash Flood	
92	Kamalpur					
93	Rajghat	Shreemongol				
94	Sindurkhan					
95	Kalighat					
96	Khalisaur	Purba Dhola	Netrokona			

Sl. #	UP	Upazila	District	Hazard Type	Category
97	Bishkakuni				
98	Rawangchhari	Rawangchhari	Bandarban	Others	
99	Alikhong				
100	Dochharai	Nikhongchari			