



# NATIONAL TSUNAMI PLAN 2019



Ministry of Climate Change Adaptation, Energy, Environment  
Geo-Hazards and National Disaster Management Office  
Port Vila, Vanuatu, February 2019.

The Republic of Vanuatu is regularly rated by the World Risk Report as the most exposed country in the world to natural disasters. Vanuatu is geographically located between the Pacific plate and Indo-Australian plate, a region of high seismic activity, making the nation susceptible to earthquakes that can generate local and regional tsunamis. Tsunami's can also occur due to several other phenomena posing a severe life risk and potentially causing massive destruction to the economy, infrastructure, environment, social cohesion, properties and development efforts in Vanuatu. Historically, Vanuatu has been impacted by tsunamis resulting in loss of life and significant damage to property and livelihoods.

This document provides guidelines and information on tsunami events to all responding agencies, partners and stakeholders to plan, prepare, respond and contribute to recovery measures as part of a coordinated system. It provides information that Government agencies, Cluster co-leads, bi-lateral and multi-lateral partners and the private sector can use to develop their plans to address tsunami preparedness, response and recovery procedures. It also includes early warning information to build resilience and prevent loss and damage from tsunami incidents in Vanuatu.

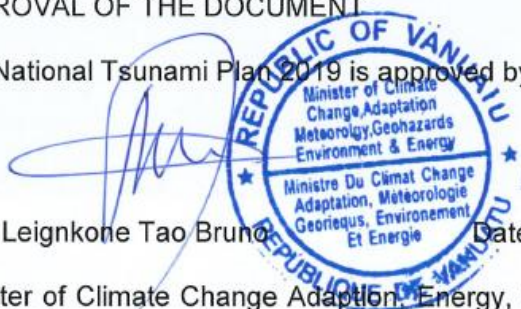
The roles and responsibilities of the main actors involved in preparedness, response and recovery programs are clearly outlined in this plan. This arrangement has been developed as part of the implementation of the National Disaster Management Act N0.31 of 2000 and the Disaster Risk Management National Action Plan for 2006-2016. It outlines roles and responsibilities of various agencies and cluster groups who will work to achieve the common goal of humanitarian safety before, during and after a disaster. Each agency and group should assess their roles and review their action plans, accordingly.

Disaster management is everybody's business; therefore, the National coordination system is important to ensure resources are utilized properly to eliminate duplication of efforts. This document is important for all agencies to see how best they can prepare to respond to tsunami events at the right time, with the right resources, for the benefit of the affected needy people anywhere in Vanuatu. The document is to be reviewed every year.

#### APPROVAL OF THE DOCUMENT

The National Tsunami Plan 2019 is approved by:

Hon. Leignkone Tao Bruno



Date: 25/11/2019

Minister of Climate Change Adaptation, Energy, Environment, geo-Hazards and National Disaster Management Office

Government of the Republic of Vanuatu

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## List of Acronyms

CDCCC	Community Disaster & Climate Change Committee
DRM	Disaster Risk Management
DRR	Disaster Risk Reduction
DVI	Disaster Victim Identification
FSAC	Food Security & Agriculture Cluster
FRANZ	France, Australia, New Zealand Partnership
IFRC	International Federation of Red Cross and Red Crescent Societies
IOM	International Organization for Migration
JPOC	Joint Planning and Operations Centre
MCCA	Ministry of Climate Change Adaptation
MDCCC	Municipal Disaster and Climate Change Committee
MOFAICET	Ministry of Foreign Affairs, International Cooperation and External Trade
NDC	National Disaster Committee
NDMO	National Disaster Management Office
NEOC	National Emergency Operation Centre
NGO	Non-Government Organization
OGCIO	Office of the Government Chief Information Officer
PDCCC	Provincial Disaster & Climate Change Committee
PDCCO	Provincial Disaster and Climate Change Officer
PEOC	Provincial Emergency Operation Centre
PHP	Pacific Humanitarian Partnership
PHT	Pacific Humanitarian Team
PLWD	People Living With Disabilities
PSEA	Prevention of Sexual Exploitation and Abuse
PTWC	Pacific Tsunami Warning Centre
SITREP	Situation Report
SOP	Standard Operational Procedure
SPC	Pacific Community (formerly South Pacific Commission)
TAG	Technical Advisory Group
UNDAC	United Nation Disaster Assessment and Coordination Team
UNICEF	United Nations International Children's Emergency Fund
UNOCHA	United Nations Office for the Coordination of Humanitarian Affairs
VAT	Value Added Tax
VHT	Vanuatu Humanitarian Team
VMF	Vanuatu Mobile Force
VMGD	Vanuatu Meteorological and Geo-Hazards Department
VNSO	Vanuatu National Statistics Office
VPF	Vanuatu Police Force
VTWC	Vanuatu Tsunami warning Center
WASH	Water, Sanitation and Hygiene
WFP	World Food Program
WHO	World Health Organization

## **1 Introduction**

### **1.1 Tsunami**

A tsunami is a series of waves created when a body of water is rapidly displaced. Over 75% of all tsunamis are caused by earthquakes, however mass movements above or below water, volcanic eruptions and other events such as explosions or underwater landslides also have the potential to generate a tsunami. The effects of a tsunami can be devastating due to the immense volumes of water and energy involved. Vanuatu's location, topography and the proximity of settlements to coastal areas result in the potential consequences of a tsunami to be considered as severe. Vanuatu has historically been impacted by local and regionally generated tsunamis.

An earthquake generated tsunami can impact on Vanuatu as quickly as in a few minutes or up to many hours after the event depending on where it occurs. If an earthquake epicentre is close by there may be insufficient time to issue any warning before it impacts, therefore communities will need to prepare to self-evacuate to a safe zone immediately. Prior to the arrival of a tsunami the sea may recede or strong shaking may be experienced. These occurrences indicate potential danger and an immediate evacuation to safe areas must occur without waiting for official notification. The initial tsunami impact may cause mass casualties and destruction. Debris gathered by the tsunami also poses a threat to people caught in the surge of water. Subsequent waves may be higher than the first and continue over a period of several hours. Significant danger is also posed as the water recedes which can drag people and debris with it.

### **1.2 Aim**

The aim of this plan is to detail the roles and responsibilities of all with regard to preparedness, response and recovery processes in the event of a tsunami impacting on the Republic of Vanuatu. The National Tsunami Plan 2019 provides for the mobilisation and co-ordination of the Country's resources, both public and private, to deal with a tsunami emergency.

### **1.3 Authorisation**

This National Tsunami Plan was approved by the Director General, Ministry of Climate Change Adaption and endorsed by the National Disaster Committee (NDC) under the National Disaster Act 2000.

NDC decision of **11<sup>th</sup> November 2019**.

### **1.4 Responsible Officer for the National Tsunami Plan**

The responsible officer for the National Tsunami Plan is the Director, National Disaster Management Office (NDMO).

### **1.5 Relationship with Other Policy and Plans**

The National Tsunami Plan is aligned with the Vanuatu Climate Change and Disaster Risk Reduction Policy 2016 – 2030; The National Sustainable Development Plan 2016 – 2030 and other NDMO plans and documents. It must be used by all Ministries, Departments, Provincial Councils, Civil Society, UN agencies, Non-Government Organizations, Private Sector and Communities as a guide for the development of their tsunami preparedness and response measures.

Sub-Plans are established to assist the NDMO to coordinate an effective response to tsunami. All functional service areas, within their respective Sub-Plans, are required to develop preparedness, response and contingency plans for tsunami. The responding agencies areas include:

- Central Government Line Agencies
- Police
- Civil Aviation Authority
- Ports and Harbour
- Vanuatu Customs and Inland Revenue Department
- Biosecurity, Ministry of Agriculture
- Ministry of Health
- Telecommunications Infrastructure
- Department of Women’s Affairs
- Department of Water
- Department of Energy
- Ministry of Education
- Other Clusters leads and co-leads
- Broadcasting (Radio and TV)
- FRANZ Partners
- Airports Vanuatu Limited
- Vanuatu Humanitarian Team
- Private Sector

## **1.6 Activation of National Tsunami Plan and Declarations**

Activation of this plan is the responsibility of the Director NDMO. In the absence of the Director this authority is delegated to the acting officer in charge NDMO. Director NDMO or the authorised delegate must inform the Chair of NDC when it has been activated.

Declarations of a State of Emergency under Section 13 of the National Disaster Act 2000 are made by the Head of State on the advice of the Council of Ministers.

## **2 National Disaster Management Arrangements**

### **2.1 National Disaster Committee**

At central government level, the NDC is responsible for the development of strategies and policies for the prevention of, preparation for and response to humanitarian to disasters. The NDC is to ensure that such strategies and policies are implemented by the National Disaster Management Office, other government agencies and non-government agencies. The NDC meets at least quarterly and as often as necessary for the efficient performance of its functions.

### **2.2 National Disaster Management Office**

The NDMO is responsible for implementing NDC strategies, policies and decisions. The NDMO is also responsible for the coordination of disaster response. This includes coordination of preparedness and pre-disaster/post disaster cycle activities.

NDMO staff have specific roles during the planning, preparedness, response and recovery stages of disaster that is outlined in their job descriptions. The National Emergency Operations Centre (NEOC) roles and responsibilities are outlined in the NEOC Standard Operational Procedures.

### **2.3 Provincial Disaster and Climate Change Committee**

Provincial Disaster and Climate Change Committees (PDCCC) have been established in all six Provinces in the country. The Secretary-Generals of the Provinces, in consultation with the Director of the NDMO are responsible for establishing the PDCCC.

The Provincial Technical Advisory Group (TAG) may act in the absence of or perform the roles of the PDCCC at the provincial level. The Secretary-Generals are to become the Provincial Disaster Controllers and are to be assisted by members of the PDCCC during emergencies. The Provincial Police Commander or Police Officer-in-Charge shall act as the Disaster Operation Officer. Each Province will eventually have a Provincial Disaster and Climate Change Officer (PDCCO) who will act as the Secretariat to the PDCCC.

### **2.4 Municipal Disaster and Climate Change Committee**

Municipal Disaster and Climate Change Committees (MDCCC) are to be formed in the urban centres of Port Vila, Luganville and Lenakel. The Municipal Town Clerk will assume the role of the Chair of the MDCCC and Municipal Disaster Controller. Port Vila Municipal Council is to work closely with the national network in Port Vila and in direct contact with the NDMO.

The Town Clerk will also chair, or designate another officer to chair, the Municipal Disaster and Climate Change Committees working closely with the Community Disaster and Climate Change Committees at the Community Level.

The Municipalities of Luganville and Lenakel will work closely with the Provincial Disaster and Climate Change Committees, in their respective provinces of Sanma and Tafea, to coordinate and facilitate preparedness, response and recovery programs and activities.

### **2.5 Community Disaster and Climate Change Committees**

Local communities are to form Community Disaster and Climate Change Committees (CDCCC) using the existing structures of Development Committees and further develop plans for disasters that affect their communities or villages. CDCCCs are to work together with the Area Council Secretaries. Disaster plans at this level are based on local knowledge and experience with assistance and support from line government agencies, Provincial Councils, NGOs, development partners and the private sector.

Members of CDCCCs must represent the different age, gender, and social groups of the community. Committees should ensure that all community members are represented, with particular focus on women, youth and persons who are vulnerable or living with a disability.

The composition of a CDCCC is to be selected from community members including chiefs, church leaders, women leaders, and youth leaders, persons living with disabilities, farmers, and business people.

NDMO acknowledges that not all areas of Vanuatu are covered by an active CDCCC at this time. In such circumstances Village Development Committees or communities in general should make local arrangements to educate, prepare for and respond to the threat of tsunami.

## 2.6 Government-led Cluster Coordination System

Coordination of humanitarian response during the time of an emergency or disaster is led by the Government of Vanuatu and takes place at national and provincial levels. The Government-led cluster coordination system has been adopted by the Government of Vanuatu and is now well established and supported. The cluster approach strengthens the effectiveness and coordination of humanitarian assistance in the preparedness phase as well as during times of emergency.

Clusters are groups of organizations including national and local authorities, UN, international and national NGOs, Red Cross, Donors, and the private sector working in the main spheres of humanitarian action such as Logistics, Shelter, Health, Water Sanitation and Hygiene (WASH), Gender and Protection, Education, Emergency Telecommunications and Food Security & Agriculture.

Clusters have clear responsibilities for sectoral coordination. Clusters provide a point of contact for external actors and are accountable for adequate and appropriate humanitarian assistance. Clusters promote partnerships between national and local authorities, international and local humanitarian actors, the private sector and civil society to ensure good sectoral coordination. Additional working groups can be established as needed. Samples include Infrastructure, Information Management, Evacuation Centres, Communicating with Communities, etc.

The NDMO has the responsibility for the overall coordination of response to emergencies and disasters with all line government agencies and clusters, as well as to lead the cluster for logistics.

A **Lead Agency** is a government agency that has primary responsibility for either carrying out or coordinating the implementation of a particular mandated function.

A **Co-lead Agency** is an international or national non-government, private sector or UN agency that supports the Lead Agency in its role and responsibility. The Co-lead Agency may be the one that carries out the task for the Lead Agency; however, the Lead Agency is still accountable for decisions implemented.

Cluster	Lead Agency	Co-lead Agency
Logistics	NDMO	Oxfam
WASH	Ministry of Geology, Mines and Water	UNICEF
Education	Ministry of Education	Save the Children
Health & Nutrition	Ministry of Health	WHO
FSAC	Ministry of Agriculture	WFP
Gender & Protection	Department of Women's Affairs	Care International, Save the Children
Shelter	Department of Public Works	IFRC
CCCM/Evacuation	NDMO	IOM
Emergency Telecommunications	OGCIO	Digicel

**Additional Working Groups (WG) supporting the NDMO and clusters currently are:**

Information Management	NDMO	VHT, OGCIO and VNSO
Evacuation Centre / Site Management	NDMO	IOM
Communication with Communities	NDMO	Shefa Provincial Government Council
Community Based DRR	NDMO	Save the Children

## 2.7 National Emergency Operation Centre

The NDMO is responsible for the establishment and maintenance of the National Emergency Operation Centre (NEOC) to ensure that it can be utilised effectively when required. The NEOC brings together technical personnel from NDMO and other line ministries, the humanitarian sector and national/international partner agencies who will be guided by the NEOC Controller.

Events such as tsunamis, which may impact several provinces or the whole country, will require the NEOC to manage and coordinate the response operations. Multi-agency coordination groups, like clusters or working groups, may be required to assist and support the NEOC to manage the situation.

The NDMO and Vanuatu Meteorological and Geo-Hazard Department (VMGD) are to ensure that appropriate Standard Operating Procedures (SOPs) are in place and that they are reviewed annually and after each event. The role of the NEOC is to coordinate the Vanuatu Government response. Once the NEOC has been activated the Controller will develop an action plan including the following operational strategies:

- Information
- Evacuation
- Rescue
- Co-ordination
- Resources for isolated areas.

The NEOC Controller will determine when the NEOC can commence the stand down of personnel, equipment, assets and other resources after the threat has abated, or in a situation when disaster relief operations are advanced or successfully completed. Stand down stage is declared in consultation with relevant technical agencies and the affected provincial authorities and informed by the assessment reports. This stage must be implemented progressively starting with partner organisations that are no longer required and subsequently includes those actors with limited or lesser involvement in the response operations. The NEOC will also manage the transition from response to recovery in conjunction with the NDC and NRC.

### 3 Response Protocols

#### 3.1 Coordination

Effective cooperation and coordination between VMGD and the NDMO is essential to ensure the tsunami warning is received as early as possible and all appropriate measures including effective operation of early warning systems and evacuation are taken to mitigate loss.

VMGD is responsible for activating the Tsunami warning processes based on information received and expert analysis regarding the danger to Vanuatu. As part of the advisory process the Vanuatu Tsunami Warning Centre (VTWC) will be activated and will notify NDMO immediately of the likely threat.

NDMO is responsible for instigating prevention and mitigation processes before, during and after a tsunami. This includes planning, exercising and education of the community. Upon receiving information from VTWC indicating the potential threat of tsunami NDMO will activate the National Emergency Operations Centre (NEOC), any relevant Provincial Emergency Operations Centre (PEOC) and notify other response agencies to coordinate evacuation and response measures. Upon receipt of warnings:

- Secretary General and Secretaries of Provincial Government are required to activate Provincial Disaster Committees and response plans
- Community Disaster and Climate Change Committees are required to activate their Community Disaster Committee and response plans
- Heads of Government Ministries are required to activate their agency response plans
- Cluster partners are required to activate their support plans
- School principals are required to activate their School Evacuation Plan
- Private sectors are required to activate their business continuity plan.

Vanuatu Police Force will be tasked with assisting to evacuate all persons from high risk areas. Police will also provide security and ensure safety of all evacuees. In some instances people will be expected to self-evacuate to an identified safe site prior to government assistance on scene. Tsunami evacuation signage may assist in providing information on safe areas.

#### 3.2 Sequence of Response

The response will transition through the following phases:



##### Pre-Impact Phase

This phase begins when a tsunami warning is issued. Activities conducted during this period are precautionary and are focused upon protection of life. When a regional or distant tsunami occurs

the tsunami impact may be preceded by a period of several hours depending upon the distance from Vanuatu that the tsunami has been generated. If used effectively this time can provide sufficient opportunity to warn and evacuate persons at-risk and implement measures to reduce property damage, minimize disruption to essential utilities and reduce the requirement for post impact functions. Key variables that will determine the extent of any tsunami response operation are tsunami magnitude; time of day; season; warning time and areas likely to be affected. A local tsunami may not be preceded by a period of notification and could arrive at the initial point of impact with little to no warning. Hence there may be no time to conduct pre-impact activities.

### **Impact Phase**

This phase may last several hours and be characterized by the impact of a series of separate waves. Operations during this phase may be limited due to safety considerations of working within likely impact areas.

### **Immediate Post-Impact Phase**

This phase will commence upon the issue of an “All Clear” indicating that the destructive potential of the tsunami has ceased. Likely actions include:

- Reconnaissance
- Search and Rescue
- Response to secondary incidents
- Provision of accommodation and welfare services
- Disaster Victim identification (DVI)
- Rapid damage assessment
- Resupply of isolated communities and properties

### **3.3 Activation of Vanuatu Tsunami Warning Centre**

When an incident occurs within the Vanuatu Region, the South West Pacific region or anywhere else that may result in the threat of a tsunami impacting Vanuatu, information will be provided by the Pacific Tsunami Warning Centre (PTWC), Oceania Regional Seismic Network (ORSNET) and other available sources to VMGD. As soon as it is apparent that a Tsunami threat exists for Vanuatu the Vanuatu Tsunami Warning Centre (VTWC) based within VMGD will be activated. The VTWC will work in combination with NDMO to warn government and the general public of the threat. Tsunami Information and Advisory bulletins are issued by the VTWC. These bulletins will contain information pertaining to the date and time of issuance, the incident involved that has caused the threat and if a tsunami is likely to impact upon Vanuatu, the locations likely to be affected and the estimated impact time of the first tsunami wave. Should an evacuation be ordered this will be included in the advisory bulletin. If a further bulletin is likely to be issued the approximate time will be given and persons advised of how they can receive this information.

### **3.4 Information and Advisory Bulletins**

**Information** – An information bulletin is issued to inform emergency management officials and the public that an event that may cause a tsunami has occurred. Information bulletins are issued only once and cover earthquake events of magnitude ranging from 5.0 to 6.9. In most cases there is no threat of a destructive tsunami.

**Advisory** – A tsunami advisory bulletin is issued when there is a potential tsunami threat which may produce strong currents or dangerous waves to those in or near the sea. Tsunami advisories are issued hourly for regional earthquakes triggering tsunamis. This may be reduced to half hourly or whenever new information becomes available.

### **Thresholds for issuing Local and Regional Tsunami Advisory Bulletins**

Local tsunami advisory bulletins are issued when an earthquake occurs within the area defined by 10S160E 23S160E and 10S175E, 23S175E (see annex A) based on various VMGD sources.

The threshold for an advisory is:

- Depth of no more than 70km with magnitude of 7.0 or more
- Depth less than 20km with magnitude of 6.0 or more
- The advisory will remain active if there are aftershocks within 100km radius from the epicentre within the next 3 hours

Regional tsunami advisory bulletins are issued when an event occurs outside the area defined as local that may generate a tsunami that impacts on Vanuatu.

The threshold for an advisory is:

- Magnitude of over 8.0
- The potential exists for waves to reach Vanuatu

To know whether a tsunami information, advisory or warning is current, visit the link:

<http://www.vmgd.gov.vu/>

### **3.5 Dissemination of Tsunami Information and Advisories**

It is essential that tsunami warning bulletins are issued by VTWC in a timely and accurate manner to the community. Messages must be disseminated in various forms including:

- Radio
- Television
- SMS
- Email
- VMGD, NDMO and Government Websites
- VHF and HF Radios
- Existing NGO communication networks

All media releases during and after disaster operations are regarded as highly important to all sections of society consistent with the public safety policy of the Government, and therefore they will be regarded as community service on a free of charge basis to NDMO or the Government. NDMO, VMGD and OCGIO are to develop pre-recorded messages to be broadcast on media and sent by SMS. All efforts must be made to ensure that public broadcasts reach those in remote areas and that information is accessible to people living with disabilities.

### **3.6 Tsunami Warning Sirens**

A total of 19 Tsunami warning sirens have been installed in South Efate (9 in the Greater Port Vila area) and South Santo (10 in the Greater Luganville area). The control center for operating

the sirens is located within VMGD. When a Tsunami advisory is issued that meets the established criteria and there is risk of tsunami impact to either of these areas the lead/senior forecaster on duty must activate the tsunami sirens as part of the initial response. The sirens will be deactivated by order of the Director NDMO once the all clear has been received and no further threat exists.

### **3.7 Tsunami Information Signs**

Over 120 tsunami information signs have been installed in South Efate and South Santo. These multi-lingual signs are designed to create awareness and include maps of local risk zones and safe areas and instructions on when, how and where to evacuate to.

### **3.8 Danger Zones and Evacuation areas**

A tsunami danger zone is broadly classified as coastal areas up to 1 kilometer from the foreshore that is not at least 10m above sea level. Banks of coastal rivers may also fall within tsunami danger zones for up to 3 kilometers inland. Coastal and at risk communities in urban, peri-urban or rural areas outside of those with mass notification measures in place are required to pre plan for tsunami events by identifying accessible evacuation routes and safe areas to escape a possible tsunami. Inundation mapping has been carried out for some of the more densely populated areas within Vanuatu. These hazard maps are included as Annexes to this plan. Provincial and local level planning is essential utilizing custom knowledge and experience.

All evacuation planning must include considerations regarding people living with disabilities and the vulnerable groups in the community, ensuring that the welfare and individual circumstances of such groups are catered for.

It is likely that for many local tsunami scenarios people will be expected to self-evacuate before any official warning is able to be sent out. Pre-planning and preparedness for such situations is of paramount importance to ensure community resilience in such circumstances. As a general rule if an earthquake is felt that lasts over 15 seconds or there is significantly strong shaking then it has the potential to generate a tsunami. In coastal areas unusual behavior of the ocean such as the sea receding is also a warning sign of potential tsunami and evacuation to safe ground should commence immediately.

Where possible, resources that will be required post impact including search and rescue, medical and essential service restoration equipment should be pre-positioned in safe areas to enable immediate response as soon as practical.

### **3.9 All Clear**

NDMO will issue the 'All Clear' for a particular area on advice from VMGD that there is no further tsunami threat

## **4 Post Disaster**

### **4.1 Search and Rescue and Secondary Incidents**

The impact of a large or medium sized tsunami is likely to result in numerous secondary incidents involving fire or hazardous materials. Vanuatu Police Force (VPF), Vanuatu Mobile Force (VMF), government emergency services and ProMedical Services remain the agencies responsible for

responding to such incidents immediately after impact, with all available resources assisting as appropriate. For all incidents assessments will determine the scale of response.

## **4.2 Damage and Needs Assessment**

VMGD will continually monitor the threat and advise the incident controller of the situation. Staff will conduct a technical assessment of the incident that will feed into the Rapid Damage Assessment. National, Provincial and Community Disaster Assessment Teams comprising of Government and cluster representatives will be placed on standby ready for callout once the 'All Clear' has been given. It is essential that all damage and needs assessment teams include both men and women. Gender, protection and social inclusion considerations are required to be mainstreamed across sectoral assessments and recommendations to ensure that response is inclusive and accessible across the community. There will be four categories of assessment undertaken:

### **4.2.1 Aerial Surveillance**

Aerial surveillance is usually conducted as soon as feasible (weather permitting) after the threat has passed over the country or the affected part of the country. The aim is to identify the extent and severity of damages to areas affected by the tsunami. This will help to determine areas that will be prioritised for further assessment and response. This assessment will be coordinated by the NDMO in consultation with the NDC. The information gathered will be used to determine the need for a State of Emergency to be declared, and for allocating priorities for emergency response action to specific areas on the islands. Depending on the areas to be covered and availability of Government Officers, this exercise is usually supported by Police/VMF Officers and cluster members as determined by Director NDMO.

Logistic support for this exercise may be provided by the FRANZ Partners. It is the duty of the Government to formally request this logistic assistance following the recommendation by the NDC. Director NDMO will advise Foreign Affairs of the situation and they will send a request to FRANZ partners. Domestic airline companies and helicopters can also provide the same support, but this is subject to being arranged by the NDMO, as directed by the NDC, using the emergency funds.

<b>Airline and helicopter companies</b>
Air Vanuatu
Vanuatu Helicopter
Pro Medical

Satellite pictures can be requested by VMGD in order to determine damage through the United Nations Office for the Coordination of Humanitarian Affairs (UNOCHA) and South Pacific Community (SPC).

### **4.2.2 Initial Community Assessment**

Initial community assessment should be conducted by members of CDCCC at the Area Council level, and PDCCC at the Provincial level, led by the Secretary Generals. Where PDCCC are not yet fully operational, assessments are to be carried out collaboratively with representatives from CDCCCs in each Area Council. Assessments need to be finalised as soon as practicable following

the 'All Clear'. Assessments should be carried out by trained personnel using agreed standard tools and reporting processes. The consolidated report must be passed on to the NEOC to assist with the decision-making by the NDC and the Council of Ministers.

PDCCC and CDCCC representatives will provide coordination and assistance to the Damage and Needs Assessment Teams. In the absence of PDCCC and CDCCC, the Area Council Secretary and National Government Officers based on the island are to provide the necessary assistance to any Damage and Needs Assessment Teams in that locality.

#### **4.2.3 Multi- Sectoral/cluster Assessment**

The need for a multi sectoral assessment will be determined by the NDC. If required this will involve relevant clusters and be coordinated by NDMO. This assessment is done to determine: the nature, scale and extent of damage and the needs of the affected population. Multi-sectoral assessment teams will perform the assessment with local representation using agreed standard tools and reporting processes. PDCCC and CDCCC representatives will standby to support the cluster representative on ground to carry out the assessment. All government and NGO responders are required to be aware of prevention of sexual exploitation and abuse (PSEA) principles and sign a Code of Conduct for Emergency Responders, before they deploy to the community.

#### **4.2.4 Detailed Sectoral Assessment**

If a detailed sectoral assessment is required it must be implemented by clusters/sectors within two weeks of the tsunami impact. A detailed sectoral assessment is designed to provide the Government with more detailed damage information in different sectors such as infrastructure, agriculture, health, water, sanitation, communication, gender and protection, shelter and other long-term issues that may have an adverse impact on social and economic environments and development. Responsible technical departments from National line government agencies and members of the cluster groupings will undertake this assessment. It is important that reports are compiled to provide details on the medium and long-term effects. The NDC will provide all necessary assistance to ensure that there are no unnecessary delays.

### **4.3 Humanitarian Response**

The humanitarian response will be coordinated by the NDMO through the government led cluster system. Any national or international surge capacity will be required to work in support of these arrangements.

### **4.4 International Assistance**

International assistance will be requested if it has been established that the severity of the damage is beyond the capacity of provincial and national resources. This requirement will need to be recommended by NDMO and determined by the NDC, which will submit a formal request for international assistance via Ministry of Foreign Affairs, International Cooperation and External Trade (MOFAICET).

The NDMO can liaise directly with aid agencies and donors once a formal request for assistance has been approved through the MOFAICET. The NDMO will coordinate with stakeholders to determine the type and quantity of assistance required as well as distribution and logistic support

arrangements. All departments and agencies which have identified or determined the need for assistance must submit their requests as part of their assessment report to the NDMO. Under no circumstances shall any department or agency make direct approaches/requests to aid agencies and donors without the overall consideration and endorsement of the NDC and NDMO.

NDMO and Clusters are to provide a list of endorsed relief items as soon as possible and publicise this widely. Only these items will be eligible for import duty exemption. The NDMO does not encourage donors to give unsolicited goods but recommends monetary donations.

#### **4.5 Pacific Humanitarian Team – PHT**

The United Nations and other international/regional agencies have established a regional Pacific Humanitarian Team (PHT) that can be deployed in support of national responses to major emergencies and requested through UNOCHA in Suva. Key support activities that can be undertaken by PHT or the Pacific Humanitarian Partnership (PHP) include:

- Contributing to the rapid assessment and sharing of information to the government through NDC and among active donors in Vanuatu and the region.
- Facilitating coordination with and mobilisation of appropriate resources from donors who might not be operational in the region but are interested to assist.
- Providing additional expertise to strengthen the national capacity and to increase the accountability and credibility of assessments reports and appeals presented to the donor community.
- Strengthening National capacity by providing sectoral support and assessment expertise that might be required.
- Assisting in the on-site management of the relief operation and distribution during the emergency relief response operation phase.
- Providing advice on planning for medium term relief, transition to rehabilitation and future mitigation strategies.

#### **4.6 FRANZ Partners Response**

The FRANZ arrangement provides a coordination mechanism for the Government of Vanuatu to engage with and request support from the FRANZ partners as required. FRANZ partners work in support of the Government led nation response effort and can offer a variety of emergency support on request including civil-military assistance, surge capacity personnel, military assets, medical response teams, disaster assistance response teams, technical or other support as appropriate.

### **5 Pre-planning and Preparedness for Tsunami**

#### **5.1 Department and Sector Tsunami Response Sub-Plans and Procedures**

Sub-plans are established to assist the NDMO to coordinate an effective response to a tsunami. All responding agencies, within their respective sub-plans, are to develop response and contingency plans for tsunami events. Tsunami response sub-plans are to ensure that preparedness measures (to protect assets and business continuity) and response (mobilising resources and information sharing) are achieved in a timely, safe and coordinated manner.

It is also a requirement that all responding government agencies are to appoint a Liaison Officer/Focal Point to represent their agencies in coordination meetings before, during and after

a tsunami impact. Liaison Officers are to ensure that they link their agencies with the overall coordination effort led by NDMO and that information or instructions relating to their departments' response effort are received in a timely manner and that they report to the NEOC Controller and Director NDMO.

## **5.2 Evacuation Centres**

Evacuation centres or safe-shelters are frequently identified by local authority at the community level and by the Ministry of Education at the urban areas for available school classrooms. Churches, health buildings and other private or public buildings can also be considered as evacuation centres for tsunami events. Evacuation centres should be disability accessible and have adequate privacy, lighting and WASH facilities to ensure the safety of the community.

Within the main centres of Port Vila, Luganville and Provincial Headquarters, the MDCCC and PDCCC and the Vanuatu Police Force are responsible for identifying evacuation centres and informing the public of the planning arrangements. The PDCCC and MDCCC are responsible for ensuring that this process has been completed, and that a list of evacuation centres is provided to the NDMO and Joint Planning and Operations Centre (JPOC). This list must be reviewed annually. The Republic of Vanuatu National Guidelines for selection and Assessment of Evacuation Centres should be used as a reference point for the selection of suitable evacuation centres. Management and operation of Evacuation Centres are regulated through Standard Operating Procedures developed by NDMO which should be followed by all partners managing the centre.

## **6 Roles and Responsibilities**

### **6.1 National Government**

Vanuatu National Government will take the lead in dealing with tsunami disasters in Vanuatu. Therefore, the Government will assume total responsibility as per this plan and the National Disaster Act (CAP 267). All Government resources are to be utilized when a declaration of disaster is made. In addition the Chairperson of the NDC will have the overall power to utilise public resources under the Act. There are some indicative roles of the Government Ministries and Departments. All Ministries and Departments shall:

- Assess available resources that can be utilised during response, keep baseline data of these resources at their respective offices and provide a copy to NDMO and NEOC for information and coordination purposes
- Undertake National coordination role for their sector/area
- Monitor the situation through VMGD

More specifically:

- NDMO will liaise with donor partners, members of the VHT, civil society and the private sector.
- NDMO will maintain links with UNOCHA (Suva Office) and the United Nation Disaster Assessment and Coordination Team (UNDAC).
- NDMO will ensure the public is kept informed of the emergency situation

- NDMO will coordinate international support (including appeals) and deployment of relief distribution items to affected communities
- NDMO will be accountable to the respective donor partners for ensuring that all relief assistance is provided and distributed in accordance with the guidelines governing the provision of such assistance
- Ministry and Department of Finance are to ensure adequate financial resources are in place to meet National Ministries/Departmental obligations in emergency and disaster operations when their budgets run out. During national budget closure, the Ministry of Finance must be prepared to assist coordination of the disaster/emergency with funding set aside for this purpose under the Public and Finance and Management Act
- Individual Cluster leads will participate in sectoral assessments and provide reports as applicable

## **6.2 Provincial Government**

To ensure effective coordination and liaison amongst all stakeholders, a close working collaboration between NDC/NDMO and PDCCC is critical. The Secretary General and Provincial Disaster Officer will be the focal points for Provincial response and coordination. The Provincial Disaster and Climate Change Committees (PDCCC) will undertake the following roles:

- Establish, activate, and operate the PDCCC
- Set up and staff a PEOC during an emergency or disaster situation
- Develop and review Provincial Tsunami Response Plans
- Coordinate Provincial awareness and other activities during the preparedness phase
- Undertake consultation with communities on preparedness, response and resilience, to ensure that actions are inclusive and women and people living with disabilities are involved in decision making
- Coordinate Provincial response activities during the disaster response phase
- Maintain Provincial baseline data on all available resource inventories and report regularly to the NDMO
- Establish point of contacts from each of the main areas and islands within the Provincial boundaries
- Ensure that there are adequate financial resources for the Province to utilise before National assistance is required
- Monitor and keep NDMO informed of the situation inside Provincial boundaries on a regular basis by providing regular Situation Reports (Sitreps) as required
- Work with and support assessment teams deployed to respective Provinces as required
- Update the Provincial Logistics Capacity Assessment on a regular basis

## **6.3 Area Council Secretaries**

To ensure effective coordination and liaison amongst area council stakeholders, a close working collaboration between PDCCC and CDCCC's is important. Therefore, the Area Secretary will undertake the following roles:

- Activate the area council communication tree

- Receive incident messages and assessments from CDCCC ;
- Confirm these messages and pass the information, assessments and situation reports to the PEOC;
- Provide information received from the PEOC to the CDCCC's
- Collate register of displaced people from information provided by CDCCC's using standard registration data collection tools.
- Implementing Actions Plans to Ward / Community Level, as well as reporting, (and vice-versa).

#### **6.4 Community Disaster and Climate Change Committee**

Each CDCCC will undertake the following roles:

- Activate community Tsunami Response Plan after receiving information and advice from Area Secretary, PEOC or NDMO.
- Report to their Area Council Secretary
- Pass information from the Area Council Secretary to the community members
- Ensure that people are ready to evacuate at short notice, if necessary;
- Maintain a register of displaced people to be shared with NDMO PDO and Area Secretaries for maintaining National Displacement Tracking Matrix ensuring that data is updated across vulnerability categories.
- Conduct community initial assessment and submit all assessment reports to the Area Secretary.
- Update the community logistic Capacity assessment

#### **6.5 Public Service**

It is a requirement under the Risk Management Policy of the Government that all Government Departments must have their own departmental and organisational disaster plans to deal with disaster preparedness, response and recovery. Disaster plans are to be activated when a tsunami situation arises.

#### **6.6 Department of Immigration**

Regional and international aid agencies wishing to assist Vanuatu in times of a disaster through the provision of surge capacity personnel should ensure their interest is channelled through the MOFAICET and copied to NDMO. Upon arrival in Vanuatu Department of Immigration is to facilitate entry for authorised aid providers.

#### **6.7 Customs**

The role of Customs during a major tsunami response is to:

- Respond to the requirements of the NDC
- Implement a rapid import clearance process for emergency relief supplies during the State of Emergency
- Provide a liaison officer to sit in the NEOC if required.
- Participate in the Logistics Cluster meetings
- Assist with the VAT exemption process for approved unsolicited relief items

## **6.8 Importation of International Humanitarian relief items**

Customs will implement a rapid process for import clearance when a State of Emergency is declared for relief items. During this period Customs will accept and clear emergency relief items as requested by NDMO. Emergency relief items include but are not limited to food, water, shelter, relief kits (dignity, child friendly space, recreational, temporary learning spaces) and building supplies for affected areas only.

The NDC through the Council of Ministers will provide a guide to Customs on what are considered relief items. Disaster locations will also be provided so fast tracking and exemptions can be applied to those locations.

Duty and VAT is exempt for imported relief items. The Director of NDMO can approve VAT exemption on behalf of Customs for international humanitarian relief items as stated under the Import Duties Act section 290.

Unsolicited donations are items that have not been requested and may not be required. Such donations are strongly discouraged by the NDMO. Donated goods must go through the full clearance process and be granted a clearance by Customs. Donations can only be imported by a registered charitable organization with the Vanuatu Financial Services Commission. VAT and duty exemption can be applied to donated goods by registered charities. If donated goods are considered relief items, NDMO can approve the exemptions. If the items are not on the relief item list, Customs must approve the duty and VAT exemptions.

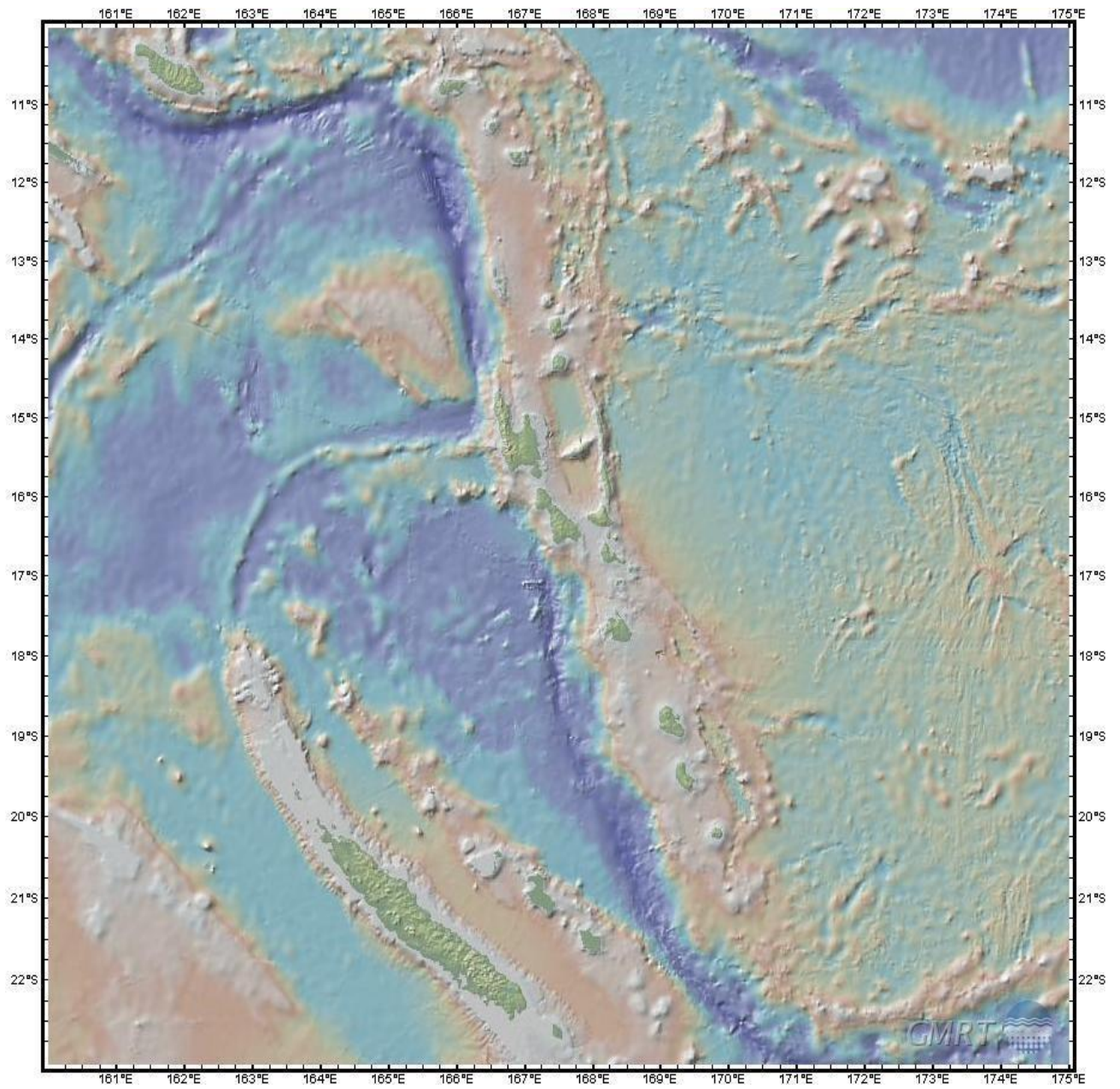
NDMO has the right to refuse entry of donated relief items before they depart the country of donation.

All plants, plant products, animals and animal products are regulated and require consultation with Biosecurity Vanuatu to ensure that relief items do not bring in unwanted organisms. All imported goods will be assessed on the risk and must have an import permit prior to import. The import permit outlines the necessary requirement to ensure that items of quarantine concern are imported with less risk. If the consignment does not meet the requirement, measures will be taken to minimise the risk. Measures that are usually applied are treatment, reshipped or destruction of prohibited items at the expense of the importer.

## **7 Review of plan and lessons learned, drills and exercises.**

This Plan must be reviewed annually and following a tsunami event to incorporate lessons learned from activation and response. A tsunami exercise or drill coordinated or endorsed by NDMO must be conducted annually at the National and Provincial level.

**Annex A: Area defined as local for tsunami bulletins**

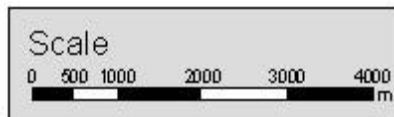
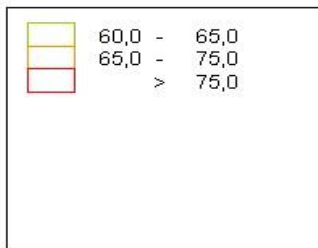


**Annex B: Tsunami warning sirens location - Port Vila**



**Map of Siren Locations and radius of coverage Port Vila**

Legend: Sound Pressure Level dB(A)



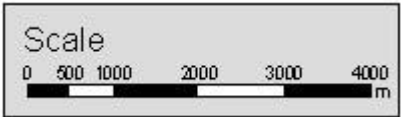
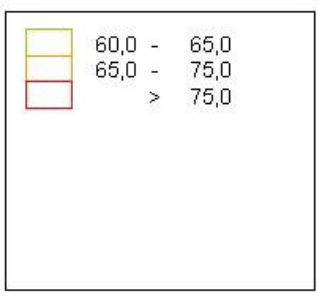
**Decibel levels and scale**

### Annex C: Tsunami warning sirens location – Luganville



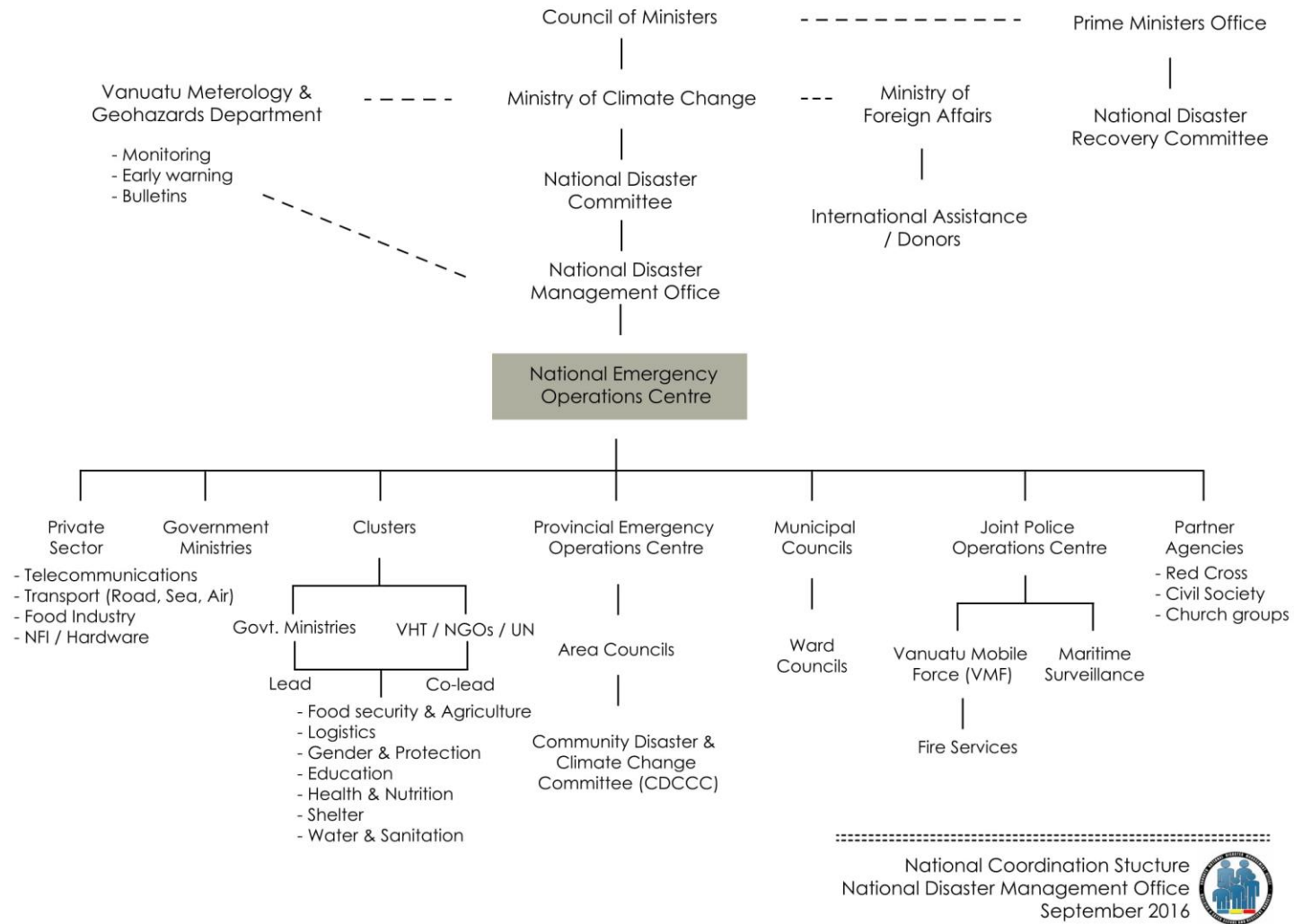
**Map of siren locations and radius of coverage SE Santo**

Legend: Sound Pressure Level dB(A)

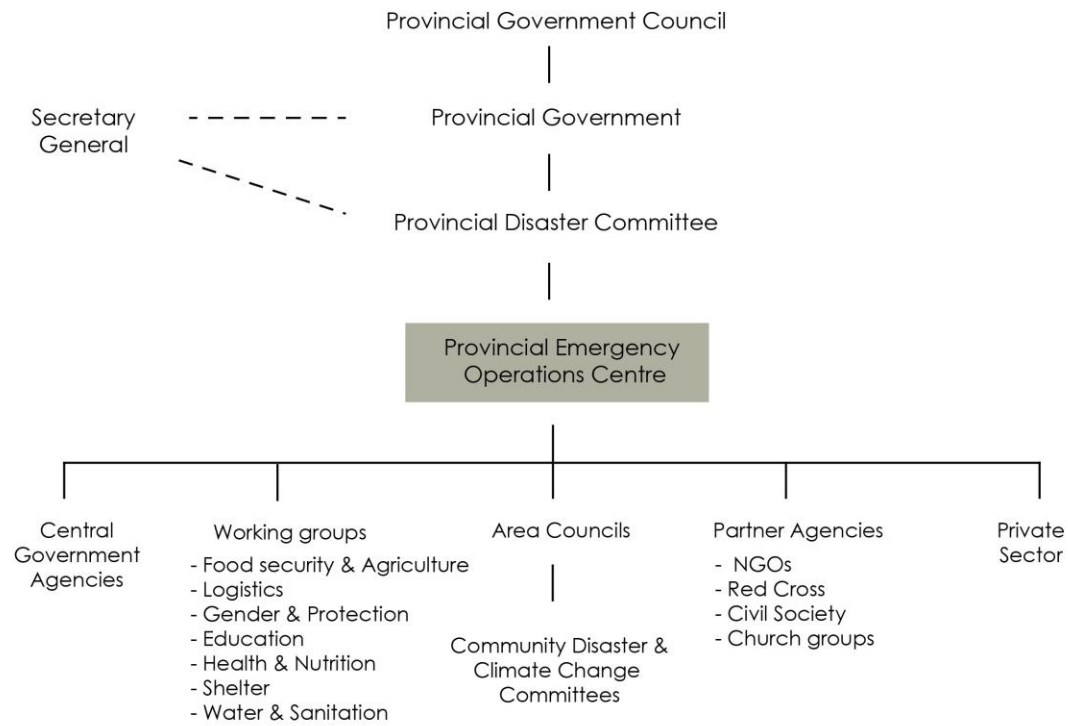


**Decibel levels and scale**

**Annex D: National Disaster Response Coordination Structure**



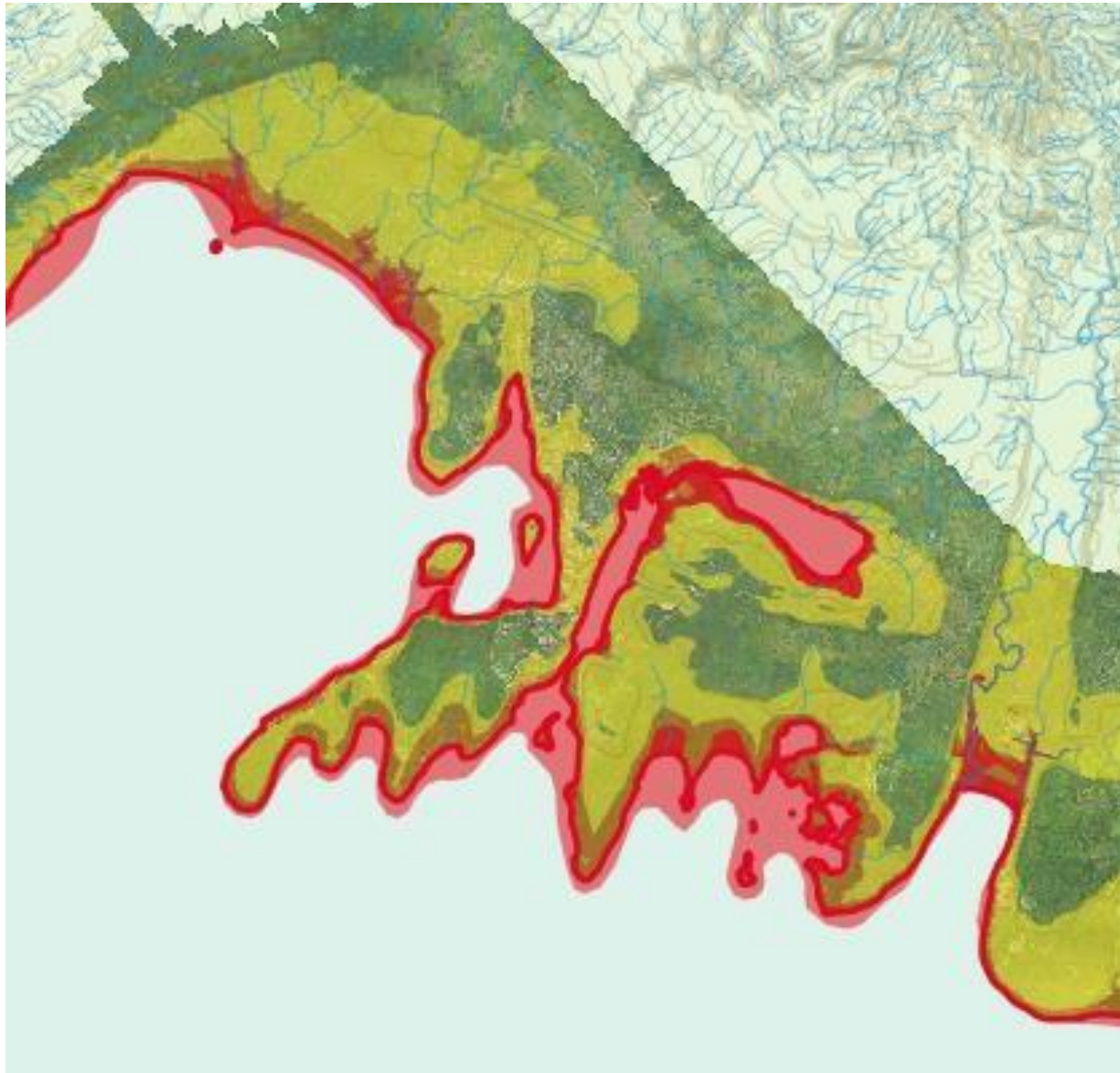
**Annex E: Provincial Coordination Structures**



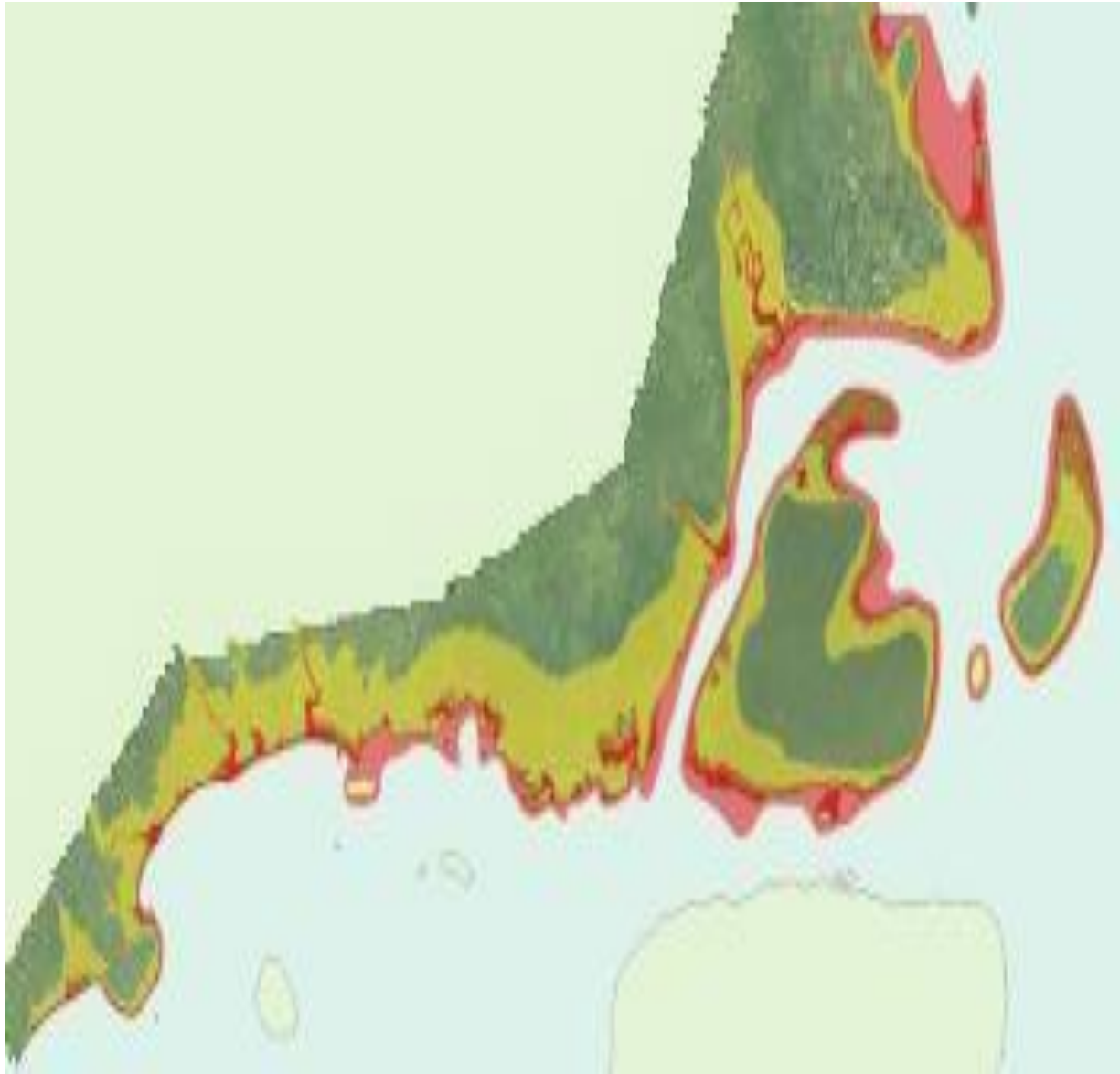
Provincial Coordination Structure  
National Disaster Management Office  
September 2016



**Annex F: Tsunami inundation hazard map Port Vila**



**Annex G: Tsunami inundation hazard map Luganville**



**Annex H: Community Disaster and Climate Change Committee initial assessments**

The Initial Community Assessment at a minimum should provide the following information:

- Number of fatalities
- Number of injuries including urgent and non-urgent
- Number of missing persons
- Number of people made homeless
- Number and extent of occupied houses destroyed based on different categories
- Damage to other public buildings and critical infrastructure;
- Action taken by the community and government or other agencies within locality;
- Transport systems available and routes open or closed;
- Communication systems available or damaged;
- Type of resources required; and
- Name and contact of person in charge.