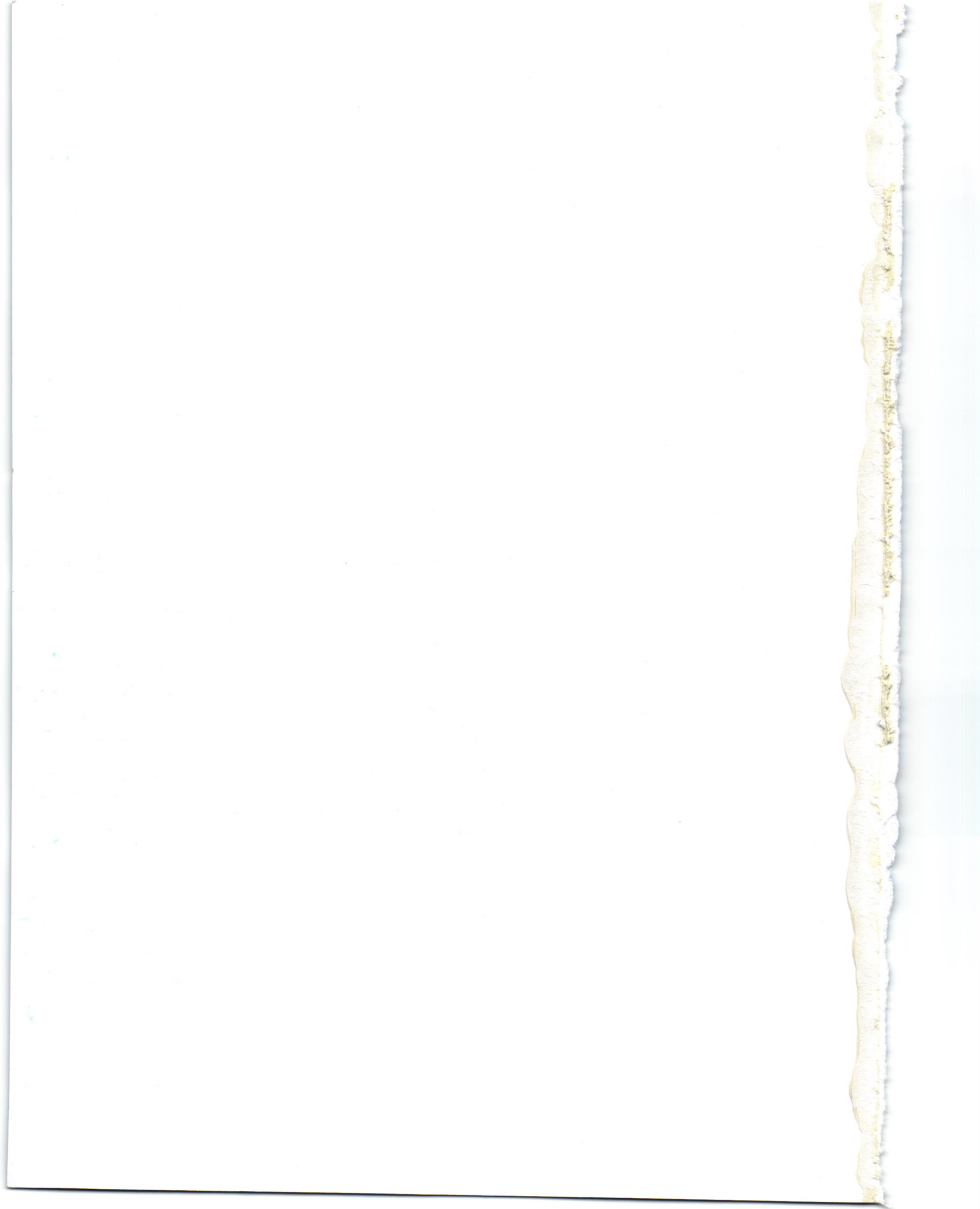


National Disaster Response Framework (NDRF)



The Government of Nepal
Ministry of Home Affairs
July 2013



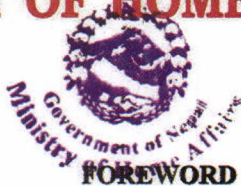
National Disaster Response Framework (NDRF)



**The Government of Nepal
Ministry of Home Affairs
July 2013**



GOVERNMENT OF NEPAL
MINISTRY OF HOME AFFAIRS



Singh Durbar
Kathmandu, Nepal.

Date: **September 28, 2013**

Ref No.:

FOREWORD

Nepal is one of the highest risk countries in terms of disasters. Different hazards such as flood, landslide, fire, storm, earthquake, thunderbolts cause loss of lives and properties, resulting devastating effect on the economy of the nation. The entire country from east to west lies in the active seismic zone and has already witnessed several earthquakes in the past. Following a mega disaster, it is important to maintain law and order situation and to support the affected people on time. The coordination with humanitarian organizations is equally important to save lives and to reduce sufferings. Government of Nepal endorsed National Disaster Response Framework (NDRF) as a key guideline for disaster response. It plays a vital role to mobilise international humanitarian assistance in mega disaster, in case if the government response is beyond its capacity. In the time of mega disaster, the CNDRC, an apex body, may recommend to the cabinet for international appeal for international humanitarian assistances and for the Search and Rescue Forces.

It is my pleasure that the National Disaster Response Framework is in place that fulfils the objectives of Natural Calamity Relief Act 1982, National Strategy for Disaster Risk Management (NSDRM), 2066 and helps to coordinate the cycle of Disaster Management. This framework will certainly address the deficiencies in Disaster Risk Management in the past and define the role and responsibility of all concerned Government, Non-Government and International Humanitarian Agencies. This document will also help to coordinate the international support from the United Nations, International Committee of Red Cross and Red Crescent (ICRC), Neighbouring and Friendly Foreign Countries, Donor Agencies and International Non-Governmental Humanitarian Organizations. I believe that after implementation of the NDRF, all concerned agencies will have clear responsibility and duty to perform, even with stipulated time. This framework provides procedural guidelines for the management of international appeal and also frames the Sectoral Strategic Action Plans of those agencies. I expect those agencies would come up with the action plan as stipulated in NDRF.

Finally, I would like to thank all Government agencies, UN agencies and UNOCHA in particular who actively supported preparing the NDRF. Also, I would like to thank all colleagues of the Ministry who have heavily contributed for the preparation of this document. Thank you.

Navin Kumar Ghimire
Secretary

Abbreviations and Acronyms

ACC	Association of Construction Contractor	IRA	Initial Rapid Assessment
AOAN	Airlines Operation Association of Nepal	LEMA	Local Emergency Management Agency
APF	Armed Police Force	MIRA	Multi Cluster Initial Rapid Assessment
CAAN	Civil Aviation Authority of Nepal	MNMCC	Multi National Military Coordination Center
CBOs	Community Based Organizations	MoAD	Ministry of Agriculture Development
CBS	Central Bureau of Statistics	MoCS	Ministry of Commerce and Supplies
CCCM	Camp Coordination Camp Management Cluster	MoCTCA	Ministry of Culture, Tourism and Civil Aviation
CMCC	Civil Military Coordination Center	MoD	Ministry of Defense
CNDRC	Central Natural Disaster Relief Committee	MoE	Ministry of Education
DC	Department of Custom	MoF	Ministry of Finance
DDA	Department of Drug Administration	MoFA	Ministry of Foreign Affairs
DDRC	District Disaster Relief Committee	MoFALD	Ministry of Federal Affairs and Local Development
DEOC	District Emergency Operation Center	MoFSC	Ministry of Forest and Soil Conservation
DHM	Department of Hydrology and Meteorology	MoHA	Ministry of Home Affairs
DHS	Department of Health Services	MoHP	Ministry of Health and Population
DI	Department of Immigration	MoIC	Ministry of Information and Communication
DIG	Deputy Inspector General of Police	MoLJ	Ministry of Law and Justice
DLS	Department of Livestock Services	MoPPWT	Ministry of Physical Planning, Works and Transport Management
DMG	Department of Mines and Geology	M	Ministry of Science, Technology and Environment
DP-Net	Disaster Preparedness Network	MoSTE	Ministry of Science, Technology and Environment
DR	Department of Roads	MoUD	Ministry of Urban Development
DT	Department of Transport	MoWCSW	Ministry of Women, Children and Social Welfare
DUDBC	Department of Urban Development and Building Construction	NA	Nepalese Army
DWD	Department of Women Development	NDRF	National Disaster Response Framework
DWDO	District Women Development Office	NEA	Nepal Electricity Authority
DWIDP	Department of Water Induced Disaster Prevention	NEOC	National Emergency Operation Center
DWSS	Department of Water Supply and Sewerage	NFC	Nepal Food Corporation
EDCD	Epidemiology and Disease Control Division	NFIs	Non-Food Items
FJ	Federation of Journalists	NHRC	National Human Rights Commission
FNCCI	Federation of Nepalese Chambers of Commerce and Industry	NOC	Nepal Oil Corporation
FTA	Federation of Transport Association	NP	Nepal Police
Goon	Government of Nepal	NRCS	Nepal Red Cross Society
I/NGOs	International/Non-Governmental Organizations	NS	Nepal Scout
IASC	Inter-Agency Standing Committee	NSC	National Seismological Center
ICAO	International Civil Aviation Organization	NST	Nepal Science and Technology
ICIMOD	International Center for Integrated Mountain Development	OCHA	Office for the Coordination of Humanitarian Affairs
IDP	Internal Displaced Persons	OPMCM	Office of Prime Minister and Council of Ministers
IFRC	International Federation of Red Cross and Red Crescent Societies	OSOCC	On-Site-Operation Coordination Center
IHC	International Humanitarian Communities	RDRC	Regional Disaster Relief Committee
INSARAG	International Search and Rescue Advisory Group	RSS	Rastriya Samachar Samiti
IOM	International Organization for Migration	SAARC	South Asia Association for Regional Cooperation
		SAM	Severe Acute Malnutrition
		SAR	Search and Rescue

SC Save the Children
SDMC SAARC Disaster Management Center
SMS Short Message Service
SWC Social Welfare Council
TV Television
UN HC United Nations Humanitarian Coordinator
UNDP United Nations Development Programme
UNDSS United Nations Department of Safety and Security

UNFPA United Nations Population Fund
UNHCR United Nations High Commissioner for Refugees
UNICEF United Nations Children's Fund
UNISDR United Nations International Strategy for Disaster Reduction
USAR Urban Search and Rescue
VDC Village Development Committee
WASH Water, Sanitation and Hygiene
WFP World Food Programme
WHO World Health Organization

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National Disaster Response Framework

1. Background

Relief work following a major disaster in Nepal has been guided by the *Natural Calamity Relief Act 1982*. The National Strategy on Disaster Risk Management provides a strategic direction in covering all phases of the disaster management cycle. The National Disaster Response Framework has been prepared for the effective coordination and implementation of disaster preparedness and response activities by developing a National Disaster Response Plan that clarifies the roles and responsibilities of Government and Non Government agencies involved in disaster risk management in Nepal.

2. Objectives and Scope

- 1 The main purpose of this framework is to develop a clear, concise and comprehensive national disaster response framework for Nepal that can guide a more effective and coordinated national response in case of a large scale disaster.
- 2 National Disaster Response means “actions taken immediately before, during and after the disasters, or directly to save lives and property; maintain law and order; care for sick, injured and vulnerable people; provide essential services (lifeline utilities, food, shelter, public information and media); and protect public property”.
- 3 The scope of this framework is limited to preparedness and emergency response at national, regional, district and VDC/local level.
- 4 National Disaster Response Framework will come into effect immediately after the approval of the Government of Nepal (Cabinet) as recommended by the Central Natural Disaster Relief Committee.

3. National System for Disaster Response

- 1 *Natural Calamity Relief Act 1982* and *Local Self Governance Act 1999* are the existing legal foundations for disaster response in Nepal.
- 2 *Natural Calamity Relief Act 1982* mandates the Ministry of Home Affairs as a lead agency for immediate rescue and relief work as well as disaster preparedness activities. Ministry of Home Affairs has also been coordinating preparedness and rehabilitation initiatives pursuant to the responsibilities given by the Work Division Regulation 2064 of the Government of Nepal to oversee the overall activities of the disaster response in Nepal.
- 3 The National Strategy for Disaster Risk Management was formulated in 2009. This Strategy outlines the Government’s vision for making Nepal a disaster resilient country.
- 4 The Cabinet, as per the recommendation of the Central Natural Disaster Relief Committee, shall declare a state of emergency in case of mega disaster that is beyond the existing capacity of the Government of Nepal.
- 5 As per the Disaster Rescue and Relief Standard 2064, the Natural Disaster Relief Fund shall remain active at the central, regional, district and local level. The Prime Minister Natural Disaster Relief Fund will be mobilized for disaster response as per the Prime Minister Natural Disaster Relief Fund Regulation 2064. In addition, there are several funds available at international and national humanitarian communities for disaster response. These funds are being used as per the response needs; therefore, it has been

realized to establish a dedicated disaster response fund at the central, regional and district levels.

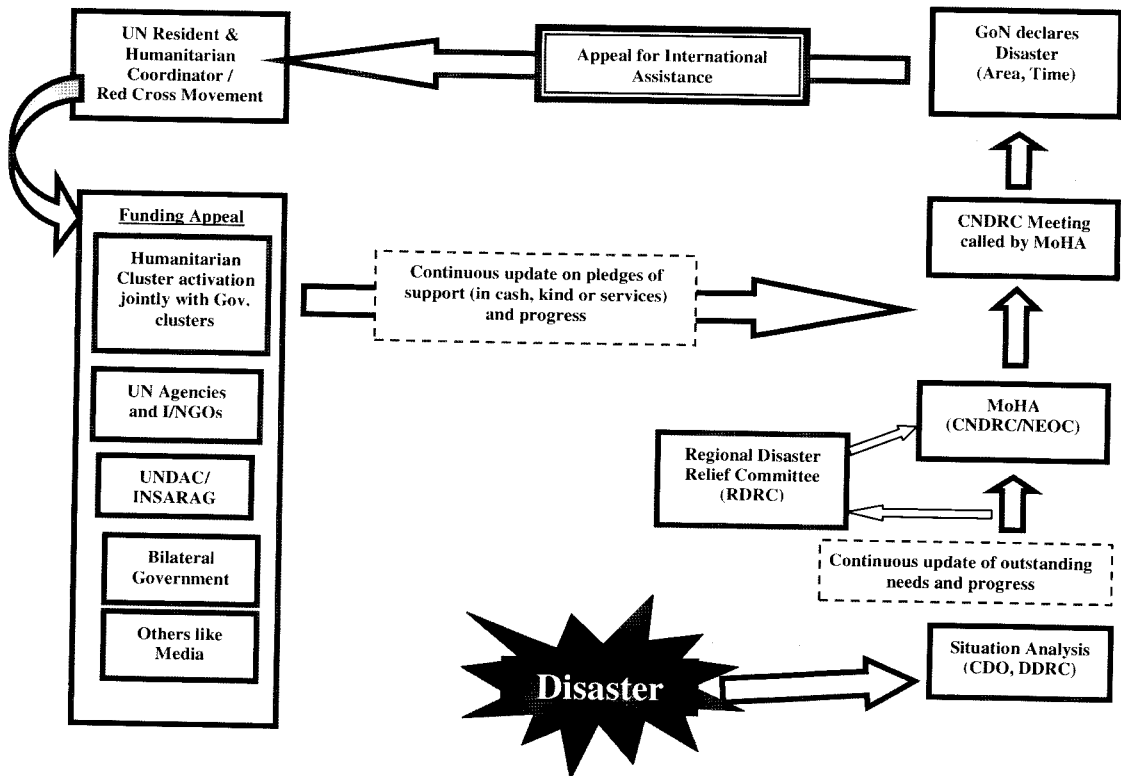
- 6 The formation of Central Natural Disaster Relief Committee (CNDRC), Regional Disaster Relief Committee (RDRC), District Disaster Relief Committee (DDRC) and Local Disaster Relief Committee (LDRC) is mandated by the Natural Calamity Relief Act 1982 for the overall disaster response in Nepal. In addition, there are Supply, Shelter and Rehabilitation sub-committee and Relief and Treatment sub-committee at the central level. In order to collect, analyze, disseminate and coordinate disaster related information, Emergency Operation Centers (EOCs) are functional at the central, regional, district and municipality level.
- 7 As provisioned by the Local Self Governance Act 2055, local bodies (DDC, Municipalities and VDCs) are responsible for disaster preparedness and response.

4. International Assistance for Disaster Response

- 1 In case of a mega disaster requiring international assistance, the Government of Nepal (Cabinet) may request the UN Humanitarian Coordinator, national and international governments, Red Cross Movement, regional organizations, donor communities, I/NGOs, political parties, different professionals, resident and non-resident Nepalese citizen, foreign citizen, and other sources for international assistance in terms of cash or services to respond to disaster through concerted national efforts and intensified regional co-operation. But in normal circumstance, the Ministry of Finance shall be consulted for such an appeal.
- 2 As per the call for assistance from the Government of Nepal, the United Nations and the Red Cross Movement shall appeal for the international assistance to respond to disaster.
- 3 Ministry of Home Affairs, in accordance with the Guidelines for Accepting International Assistance and Early Registration to be prepared in consultation with the Ministry of Finance, shall facilitate and coordinate the overall management of International Humanitarian Communities. This includes their listing, registration, as well as delineating priority response areas for them during the mega disaster.
- 4 Government of Nepal shall establish provisions for granting immediate visa, visa fees and custom duty exemptions at entry points (land or air) to International Humanitarian Communities (IHC) along with relief goods, search and rescue equipments, including medical equipments and accessories as per the Model Agreement for Emergency Customs Procedure 2007.
- 5 The Government of Nepal shall facilitate the issuance of entry visa for members of international community who come to Nepal for search and rescue and humanitarian support in times of mega disaster. In addition, the Government of Nepal shall also take initiatives, and facilitate as necessary, for the provision of transit visa for international humanitarian community coming to Nepal via India and the port facility for relief items destined to Nepal.
- 6 During a large scale disaster, the UN Humanitarian Coordinator shall activate the cluster system of Nepal. Government of Nepal shall nominate the full time focal person to the respective cluster in order to respond to disaster through a coordinated cluster approach. In addition, the Central Natural Disaster relief Committee may also activate the clusters as necessary.

5. National and International Assistance and Coordination Structure

- 1 The national and international assistance and coordination structure during emergency shall be as follows:



- 2 The coordination structure in Nepal is presented as below:

Name of clusters	Health	WASH	Shelter	Food security	Logistics	CCCM	Education	Protection	Telecommunication	Nutrition	Early Recovery Network
Cluster leads (Government)	MoPH	MoUD	MoUD	Mo AD	MoHA	MoUD	MoE	MoWCSW / NHRC	MoIC	MoHP	MOFALD
Cluster Co-leads (Humanitarian Agencies)	WHO	UNICEF	IFRC/ UNHABITAT	WFP/FAO	WFP	IOM	UNICEF/ SC	UNHRC/ UNICEF/ UNFPA	WFP	UNICEF	UNDP

- 3 As requested by the Government of Nepal, UN Humanitarian Coordinator of Nepal shall coordinate for International Urban Search and Rescue (USAR) team (based on *UN INSARAG Guidelines*) and UN Disaster Assessment and Coordination Team.

- 4 Government of Nepal shall ensure the coordination of international humanitarian communities and facilitate the establishment of Reception and Departure Centre for them at the airport and set up Base Camp for the Search and Rescue Team.
- 5 Members of Search and Rescue Team and other humanitarian assistance groups should inform the National Emergency Operation Centre of return upon completion of the work.
- 6 The National Emergency Operation Centre shall prepare a priority work-plan for the purpose of incoming and outgoing members of Search and Rescue Team and Humanitarian Assistance group and bringing in rescue and relief materials via air or land.
- 7 Government of Nepal shall do a bilateral and multilateral agreement with friendly and neighboring countries as necessary based on agreed procedures to support disaster response including entry process of the Search and Rescue Team.
- 8 If required, Government of Nepal may request for and manage international military assistance in accordance with the *Guidelines for Accepting International Military Assistance/Guidelines for the Civil and Military Defense Assets*.
- 9 Coordination mechanism among National Emergency Operation Center (NEOC/LEMA), Onsite Operation Coordination Centre (OSOCC), Multi National Military Coordination Centre (MNMCC) shall be automatically established for the effective coordination during mega disaster. In times of disaster, the National Emergency Operation Center shall act as the secretariat for the Central Natural Disaster Relief Committee as well as the response operation coordination centre. It can invite search and rescue and humanitarian assistance agencies working in Nepal for meeting and discussion.

Contact between the Onsite Operation Coordination Centre and Multi National Military Coordination Centre shall be maintained through the National Emergency Operation Center. The coordination framework shall be as follows:

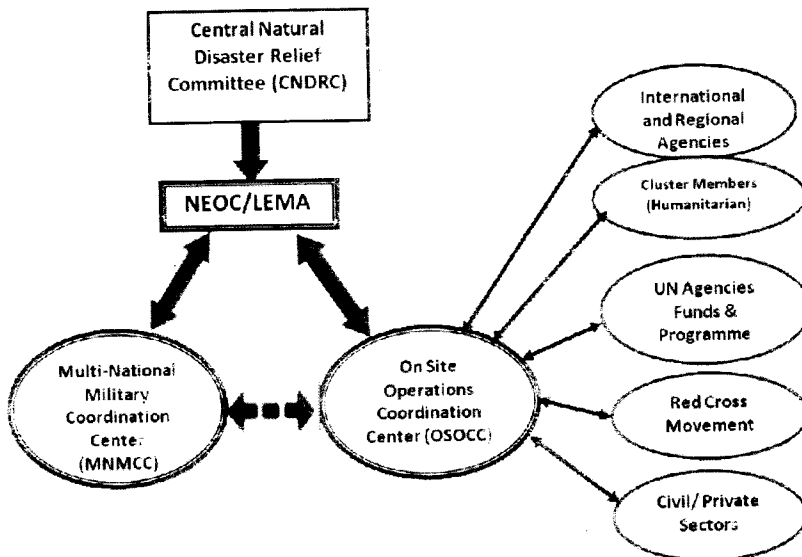


Figure 1: Coordination mechanisms between International and National Actors

- 10 There shall be separate focal persons in the above mentioned coordinating agencies. Those focal persons shall have regular meetings to review, analyze and evaluate the situation. In normal situation, the focal persons shall work as the disaster focal point of the respective Ministries/Departments/Offices and also liaise with the international agencies for effective disaster preparedness and response.
- 11 Disaster focal point of each Ministry and Department shall have to contact the National Emergency Operation Centre and come on their own in times of disaster.
- 12 On-Site Operations Coordination Center (OSOCC) shall link between international responders and Government of Nepal; provide a system for coordinating and facilitating the activities of international relief efforts at a disaster site; provide a platform for cooperation, coordination and information management among national and international humanitarian agencies. UN Humanitarian Coordinator shall appoint the focal person/agency for overall coordination of OSOCC.
- 13 Based on the need and existing situation, the Government of Nepal may accept or reject incoming members of Search and Rescue and humanitarian support agencies as well as the materials and equipments during mega disasters. Reception and departure centers shall be established at the Tribhuvan International Airport and other strategic locations to facilitate the arrival and departure of humanitarian and military teams and assets during disaster.
- 14 International Non-Governmental Organizations that come to Nepal to provide humanitarian assistance during disaster may do so at the direction of the Government of Nepal and in close coordination with Government bodies, local authorities and local NGOs.
- 15 Multi-National Military Coordination Center (MNMCC), under the direction of the Ministry of Home Affairs, in coordination with the NEOC and OSOCC and in the leadership of Nepalese Army, shall mobilize army manpower as necessary.

6. Special Operation Arrangement for National Disaster Response

For the effective implementation of the National Disaster Response Framework, there shall be the following special operation arrangement in place:

- 1 Response preparedness activities include collection, analysis and dissemination of early information on disasters, damage and needs assessments, regulating, awareness/capacity building, coordination, and logistic or relief prepositions. Timely response readiness is the responsibility of responders.
- 2 Immediate humanitarian service of the emergency response include the coordination; assessment; immediate priority services (search and rescue, logistics, medical/health, water and sanitation, shelter); restoration of critical infrastructure (roads, electricity, airport, water supply pipelines, communication, cultural heritages); provision of immediate humanitarian services (registration and tracking, food, NFIs, medicine, fuel supply); protection of vulnerable groups (nutrition support to children under 5 , pregnant and lactating women); security; evacuation/safe and open space set up; fire, debris and dead body management. Effective implementation of these activities - based on existing national and international standards - is the responsibility of the responders.
- 3 The responsible Ministries, Departments, Sections, Clusters, Red Cross Movements, I/NGOs, community based organizations shall have to execute their designated function for effective disaster response.

- 4 The National Emergency Operation Centre shall assess the capacity and maintain the records of experts, SAR materials and equipments, list and capacity of hospitals, blood bank and stocks, emergency communication equipments, ambulances, etc. in a timely manner.
- 5 During the emergency response, NEOC shall activate its level 4 operation as stated in NEOC Standard Operating Procedure, including the establishment of command post within NEOC compound; establishment of media management center within NEOC/DEOC/DDRC; deployment of Disaster Response Focal Points from the concerned ministries at NEOC; coordination and deployment of relief consignments; REOC/DEOC activation and networking; information dissemination by TV, Radio, and SMS; and regular information updates to public and disaster victims.
- 6 The Emergency Executive Members Meeting shall be conducted immediately after the incident report received from DDRC. The meeting shall be chaired by Secretary (MoHA), and other members including Joint Secretary (Disaster Management Division), Chief of NEOC, and Chief (Disaster Management Section). The meeting shall analyze the situation based on the incident report and decide the immediate actions to be taken.
- 7 The military command post shall be established within the compound of NEOC in order to mobilize rescue and relief teams immediately. The command post team shall be led by Chief (Joint Secretary) from the Disaster Management Division, and other members including Brigadier General from the Directorate of Military Operation, Nepalese Army; DIG from the Operation Division, Nepal Police; and DIG from Operation Division, Armed Police Force.
- 8 The chief of NEOC shall act as the Disaster Response Focal Point. The response focal person from the concerned Ministries, Departments, and Security agencies shall work under the leadership of the Chief of NEOC.
- 9 NEOC shall coordinate with the relevant Ministries/Departments/Offices and facilitate early recovery operations in parallel with the emergency response operation in accordance to this framework.
- 10 The Government of Nepal shall review and amend the National Disaster Response Framework as necessary based on the recommendation of the CNDRC meeting.
- 11 The rescue and humanitarian assistance operation shall be monitored and evaluated at the national and district level by CNDRC and DDRC respectively. RDRRC shall monitor and evaluate the performance of DDRCs. The district level information needs is to be sent to the CNDRC.

7. National Framework for Disaster Response

1. Upon the receipt of disaster/potential disaster information from the districts or local level, the following lead agencies shall carry out the operational activities as specified in the matrix below.
2. CNDRC, RDRRC and DDRC shall organize an emergency meeting in coordination with Government agencies, International and national NGOs as per the need.
3. Emergency operation centers at national, regional, district and municipality level shall coordinate with different organizations to make disaster response activities effective.

4. Within the respective mandate and scope, the following organizations including the Disaster Management Division of MoHA, shall work as support agencies in disaster response management:

- CNDRC members; Ministry of Finance, Foreign Affairs, Defense, Health and Population, Federal Affairs and Local Development, Agricultural Development; NHRC; Social Welfare Council; Department of Immigration, Waterborne Disaster Control, Health Service, Livestock, Hydrology and Meteorology, Road, Urban Development and Building Construction, Drug Management; Central Bureau of Statistics; National Seismological Centre; Waste Management Centre; National Trauma Centre; Nepalese Army; Nepal Police; Armed Police Force; Fire Brigade Office; Search and Rescue Team, RDRC/DDRC; DDCs; Local level Government Offices; Civil Aviation Authority; Nepal Food Corporation; and other concerned Ministries, Departments and Governmental and Non-Governmental Organization. UN Resident/Humanitarian Coordinator and UN agencies (UNDP, UNICEF, WHO, WFP, FAO, UNFPA, UNOCHA, IOM, UNHABITAT, UNHCR, UNDSS); relevant Clusters; multinational Organizations; ICIMOD; Diplomatic Missions; SAARC; INGOs, Red Cross movements; International Civil Aviation Organization.
- Nepal Red Cross Society, Nepal SCOUT, government and private hospitals, NAST, DPNet, media, Community Based Organizations, Community Volunteers, Medical Associations, NSS, Press Council, Federation of Nepalese Journalists, Nepal television, Radio Nepal and other means of communications, Himalayan Rescue Organization, Mountaineering Training Academy, Civil Aviation association, medical council, Nepal Nursing Council, Builder's Association, Transportation Association, FNCCI, Telecommunications Authority, Nepal Engineering Association, and concerned expert agencies.

The following agencies shall coordinate the disaster response activities as mentioned below:

Timeline	Operational Activities	Responsible Lead Agencies
0 - 1 hour	1. Give early information on earthquake	National Seismological Centre
	2. Provide instruction on response to fire incidences	DDC, Municipality and VDC Offices
	3. Provide instruction for immediate search and rescue and mobilize security force for rescue operation	DDRCs and Security Force
	4. Public reporting on the extent of disaster and rescue efforts	MoHA/NEOC
	5. Establish the emergency information system and disseminate the information from the electronic media	MoIC, MoHA
0-7 hours	6. Disseminate early information on waterborne disaster	Dept of hydrology and meteorology
	7. Prepare situation report	CDO/DDRC
	8. DDRC meeting	DAO/DDRC
	9. Emergency meeting at MoHA	MOHA/NEOC
	10. NEOC starts activates as per its SOP for emergency management	MoHA/NEOC
	11. Develop emergency communication system and disseminate regular information for the public awareness through radio, TV, SMS etc.	NEOC/REOC/DEOC
0-24 hours	12. 6. CNDRC meeting	MoHA/NEOC
	13. Information about post disaster epidemics and its response	EDCD
	14. Coordination for animal disease control and management	Dept. of livestock
	15. Information about Nuclear Biological and Chemical Hazard and	Ministry of Science,

Timeline	Operational Activities	Responsible Lead Agencies
	rescue of the victims of such hazard.	Technology and Environment
	16. Coordination with national and international stakeholders for potential support	MoHA/CNDRC
	17. Mobilize NEOC as disaster response focal point	NEOC
	18. Deploy Search and Rescue teams for immediate rescue of the survivors	DEOC and security forces
	19. Provide first aid to the injured	Red Cross/hospitals
	20. Evacuation for treatment to severely injured victims	MoHA/hospitals
	21. Fire extinguish or control	Municipality
	22. CNDRC Meeting and emergency declaration	CNDRC/Cabinet
	23. Initial Rapid Assessment (IRA)	DDRC/DEOC
	24. Activation of UN Cluster	UN HC
	25. Appeal for National and International Assistance	Cabinet
	26. Establish Media Management Center within NEOC/REOC/DEOC	NEOC/REOC/DEOC
	27. Airport Security and Air traffic management	CAAN
	28. Restore road communications	Dept. of Road
	29. Evacuation and crowd management, communication, dead body handling of foreign tourist, diplomats, and others from the affected areas	MoFA
24 - 48 hrs	30. Management of transportation facilities for search and rescue materials and equipment	DoTM
	31. Availability of basic food items for survivals and IDPs	MoCS
	32. Registration and facilitation of International Humanitarian Communities (IHC) and relief consignments	MoFA/SWC
	33. Visa fees and custom duty exemptions at entry points (land or air) to IHC	DC and DI
	34. Coordination and deployment of relief consignments	NEOC/DEOC
	35. Electricity services to be made available to hospitals/health centers/medical centers/IDP Camps, schools	NEA
	36. Establishment of field hospitals at affected site	EDCD
	37. Water Supply, Sanitation and Hygiene facilities to be provided to hospitals, medical centers, IDP Camps, Schools, Other types of Settlements	DWSS
	38. Waste disposal for general solid waste, biological and hazardous waste produced	SWMC
	39. Maintenance of Law and Order around Warehouse, IDP Camps, personnel, humanitarian convoy, protect property and security in affected areas	MoHA
	40. Registration and tracking of affected families; issuance of Victims ID card and maintain database at districts and central level	DDRC
41. Restoration of telecommunication services as soon as possible	MoIC	
48 - 72 hrs	42. Rapid assessment of existing hospitals, schools, health facilities along with bridges, roads and others for structural damages	MoHA
	43. Debris Management (collection and disposal) including dead animals	Municipality/VDC
	44. Collection and management of animal carcass	Municipality/VDC
	45. Distribution of immediate lifesaving relief materials to the survivors as per the agreed standards	CDO/DDRC
72 hrs - 7 days	46. Proper management of dead body including cremation and issuance of death certificates	DDRC
	47. Special protection arrangement at the camps and distribution sites for the protection of women, children, elderly, disabled	MoWCSW
	48. Multi-Cluster Initial Rapid Assessment (MIRA) Activation	UN OCHA

Timeline	Operational Activities	Responsible Lead Agencies
	49. Distribution of non-food items such as cooking utensils, fuel, clothes, blanket, family kits, baby kits, hygiene kits	NRCS
7 days - 2 weeks	50. Set up of temporary shelter in the pre-determined safe and open/evacuation sites for displaced families	MoUD
	51. Monitoring of SAM children in the camps	MoHP
	52. Vector borne disease control in the open/evacuation sites	EDCD
	53. monitoring and reporting of humanitarian response and relief	DDRC
	54. Ensure safe environment for survivors particularly the vulnerable groups, and control gender based violence	DWDO
	55. Psychological rehabilitation to person with mental trauma	MoHP
	56. Social support to unaccompanied children, disabled and elderly who have lost their supporting family members; and reunion of their lost members or relatives	MoWCSW/DWDO
2 weeks - 1 month	57. Cash or other assistance to affected populations	DDRC
	58. Re-start schools to help children feel secure and help them to go back to normal life	Dept of Education
	59. Provide minimum essential services and security at the hospitals, schools etc in the camp sites	DUDBC
	60. Conduct Early Recovery Assessment and Plan Development Covering key sector including shelter, livelihood etc.	DUDBC
	61. Document the lesson learnt on search and rescue efforts, immediate relief, camp management and rehabilitation efforts and prepare an analytical report	MoHA

8. Future Courses of Actions on Emergency Response Preparedness

In order to implement the aforementioned response activities, it will be necessary to prepare the response preparedness plan of action. This framework provisions for the development of following action plan under the leadership of the agencies mentioned below:

S.N	Activities	Lead Agency	Coordinating and Supporting Agency	Timeline
1	Preposition of Fuel Stock near NEOC/REOC/DEOC including Kathmandu Valley	NOC	MoCS, Security Agencies, Petroleum Dealers Association, SAJHA Petrol Pump	Within 3 months
2	National Strategy on Early Warning System Finalization and Endorsement	MoSTE	MoHA, DHM	Within 6 months
3	Development of Emergency Communication Strategy	MoIC	MoHA, NEOC/REOC/DEOC, NRCS, media, Donor Agencies, I/NGOs	Within 6 months
4	Preposition of Food items at regional and district level.	MoCS	MoHA, Local Government, NRCS, I/NGOs, Donor Agencies	Within 6 months
5	Simulation exercises and drills plan	NEOC	NRCS, Security Agencies, DDRC, Local Government, UN Agencies, Clusters, I/NGOs, Donor Communities	Within 6 months
6	Response Focal Point Establishment	NEOC	MoHA, Concerned Ministries and Departments, Security Agencies, UN Agencies, Red Cross Movement, I/NGOs, Donor Agencies	Within 6 months
7	Agreement with Kolkata port authority and Western Indian Railways to fast track relief consignments/cargo to Birgunj dry port on large scale disaster response	MoPPWTM	MoHA/MoFA, SDMC, UN Country Team, UN Cluster and Member Agencies	Within 6 months

S.N	Activities	Lead Agency	Coordinating and Supporting Agency	Timeline
8	Develop plan for the rubble clearance	Local bodies	MoHA, local bodies, relevant Cluster members	Within 6 months
9	Construction of temporary bridges, and road for the transportation of search and rescue equipment and materials as well as development of plan for debris clearance	NA	MoPPTM, NP, APF, NRCS, local bodies	Within 1 year
10	Testing of Early Warning System between Technical Agencies and NEOC	MoSTE	MoHA, MoSTE, DMG, DHM, NSC, UN Cluster and Member Agencies, OCHA	Within 1 year
11	Resource Inventory and Assessment of institutional capacities (roster of experts; USAR equipments; list of hospitals and its capacity, and Ambulance) based on the roster policy for preparedness, response and recovery phases.	NEOC	MoHA, MoHP, NA, NP, APF, Medical Council, Nursing Council, Hospitals, NRCS, OCHA, donors	Within 1 year
12	Identification and site planning of open evacuation sites, and collective centers; evacuation routes mapping in major cities of Nepal	MoUD	MoHA, DUDBC, DWSS, DHS, DR, Local Government, Security Agencies, NEA, Telecommunication Authority, NRCS, IOM, I/NGOs	Within 1 year
13	Preposition of SAR Kits at 75 districts of Nepal	NEOC	DDRC, NA, NP, APF, NRCS, CAAN, Communities/Volunteer Organizations and other humanitarian agencies	Within 1 year
14	Development of SAR capacities (two medium and seven light team) as a national, regional and local response team	MoHA	UNOCHA, NA, NP, APF, Red Cross Movement, INSARAG, Donor Agencies	Within 1 year
15	Preposition of NFIs and other Relief items (Emergency Medicines)	NRCS	MoHA, Local Government, UN Agencies, Red Cross Movement, I/NGOs, Donor Agencies	Within 1 year
16	Emergency Communication Setup at national and district level; and trans-border	MoIC	NEOC, Security Agencies, NRCS, Telecommunication Authority, Telcom Service Providers, relevant cluster, UNDSS	Within 1 year
17	Preparation of Clusters contingency plan	NEOC	Concerned Ministries and Departments, UN Agencies, I/NGOs, Donor Communities, cluster members	Within 1 year
18	Preparation of Business Continuity Plan of key government ministries, security agencies, public utilities provider, financial institutions etc.	Line Ministries, Security Agencies	OPMCM, Experts, Donor Agencies	Within 1 year
19	Develop TIA disaster response plan and upgrade regional airports as alternative response hubs as well as preposition adequate ground handling and other equipment at airports	CAAN	MoCTCA, NA, AOAN, WFP, ICAO, DHL, Donor Agencies	Within 1 year
20	Agreement with friendly and neighboring countries and Regional Organizations on large scale disaster response	MoFA	MoHA, MoLJ, Diplomatic Communities in Nepal	Within 1 year
21	Development of Guidelines for accepting international assistance and early registration	MoHA	MoF, MoFA, Red Cross Movement, OCHA	Within 1 year

S.N	Activities	Lead Agency	Coordinating and Supporting Agency	Timeline
22	Prepare unit team in each security agencies equipped with the disaster management tools and equipment including fire engine	Security forces	MoHA, MoD, MoF	Within 1 year
23	Development of Guidelines for accepting international military assistance	MoD	MoHA, MoFA, NA	Within 1 year
24	Develop Special Operating Procedure for OSOCC, MNMCC	NEOC	MoHA, NA, OCHA, Clusters, Donors	Within 1 year
25	Provision of Visa fees and custom duty exemptions at entry points to IHC, relief goods, SAR equipments	MoHA	MoHA, MoFA, Dept. of Immigration, UN HC, Red Cross Movement	Within 1 year
26	Water Distribution and Management Plan in the major cities of Nepal	DWSS	MoUD, Security Agencies, Red Cross Movement, WASH Cluster and Member Agencies	Within 1 year
27	Action Plan of dead body management in the major cities of Nepal	DDRC	NEOC/MoHA, Security Agencies, local bodies NRCS	Within 1 year
28	Protection Plan of the Vulnerable Groups and Gender based Violence	DWDO	DWD, NHRC, NP, APF, Protection Cluster and Member Agencies	Within 1 year
29	Monitoring and Evaluation tools development for Rescue Operations and Humanitarian Assistance at national, regional and district level	NEOC	MoHA, DDRC/DEOC	Within 1 year
30	Development of the outline of standards and norms for Assistance from the Calamity Relief Fund	CNDRC	MoHA, Cabinet	Within 1 year
31	Development of Victims Registration and Tracking Tools, and database management	NEOC	MoHA, Central Bureau of Statistics, local bodies, clusters, donors	Within 1 year
32	Integrated Search and Rescue Plan at national, regional and district level	NEOC	MoHA, MoD, Local Government, NA, NP, APF, Fire Brigade, NRCS, OCHA	Within 1 year
33	Development of contingency plan for the immediate supply of electricity in the disaster affected area after the disaster	NEA	MoE, MoHA, MoUD	Within 1 year
34	Contingency plan of the national park and wildlife reserves considering the possibility of wild animal coming out to human settlement after disaster.	National Zoo	Depart of Wildlife Conservation, Nepal Natural conservation fund, local bodies, security force	Within 1 year
35	Development of action plan for the management of animal carcass	MoAD	MoHA, local bodies and donor agencies	Within 1 year
36	Development of integrated action plan for search and rescue operation at the national, regional and district level	MoHA	MoFALD, MoUD, Local Bodies, Fire brigade, NRCS, OCHA	Within 1 year
37	Capacity building national, regional and district level agencies for the effective emergency response and management	MoHA	MoHA, relevant Clusters, NRCS, Donors	Within 1 year
38	Construction, renovation, and maintenance of the warehouses at national, regional and district level for the prepositioning of the food and non food relief items	MoHA	MoCS, NFC, NRCS, UN Cluster and Member Agencies	Within 1 years
39	Development of action plan for flood and inundation response	Dept. of Irrigation	MoIrrigation, MoHA, MoFSC ; Local Bodies, NRCS	Within 1 years

S.N	Activities	Lead Agency	Coordinating and Supporting Agency	Timeline
40	Emergency management action plan for watershed and land conservation	Dep of Land Conservation	MoFSC, MoI, MoHA, MoLRM, local bodies, NRCS	Within 1 year
41	Amendment of existing Dead Body Management Guidelines in view of mega disaster	MoHA	MoHP, NRCS, Medical Council, Local bodies	Within 1 year
42	Networking of the REOCs and DEOCs	NEOC	MoHA, Relevant Clusters, Donors	Within 1 year
43	Development of risk mitigation plan against forest fire	MoFSC	MoFALD, Dept. of Drinking Water, KUKL	Within 1 year
44	Development of action plan for water distribution during emergency and identification and maintenance of water point in the urban centers.	MoUD	MoFALD, Local Bodies, Dept. of Drinking Water, Kathmandu Valley Development Authority	Within 1 year
45	Earthquake risk analysis of the infrastructure at earthquake area	MoUD	MoHA, MoFALD, Local Bodies, Dept. of Drinking Water, Kathmandu Valley Development Authority	Within 1 year
46	Develop action plan for the feasibility study of an alternate airport and begin its construction	MoCCA	OPCM, MoHA, MoD, CAAN	Within 1 year
47	Establishment of EOC in Municipalities and preparation of coordination procedure at the district, municipality and village level	MoFALD	MoHA, Local Bodies and NGOs	Within 1 year
48	Issuance of Guidelines on open space with the motto of one area one open space in densely populated urban centers	MoUD	MoHA, MoFALD, Local Bodies, Kathmandu Valley Development Authority.	Within 1 year
49	Development early recovery work-plan	MoUD	MoHA, DUDBC, I/NGOs	Within 1 year