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**REPORT**

**Institutional capacity assessment of the Committees for Flood and Storm Control at national and provincial levels**

**PROJECT**

**“Strengthening institutional capacity for disaster risk management in Viet Nam, including climate change related disasters for 2012-2016 period – SCDM II”**

Hanoi, March 2014

Prepared by:

PEAPROS Consulting



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The United Nations Development Program (UNDP) Country Office in Viet Nam is currently supporting the Ministry of Agriculture and Rural Development (MARD) through the Disaster Management Center (DMC) of the Water Resources Directorate (WRD) a second Phase project: ‘*Strengthening institutional capacity for disaster risk management in Viet Nam, including climate change related disasters for 2012-2016 period – SCDM’*. Within the framework of this report, the CCFSC Standing Office worked in close collaboration with PMU to conduct the institutional capacity assessment of the CFSC at national and provincial levels.

The main objective of the capacity assessment is to provide concrete recommendations and feasible action plan for MARD to strengthen the capacity in the field of disaster risk management as well as support the performance of the National Strategy for Natural Disaster Prevention, Response, and Mitigation to 2020 and the Law on Natural Prevention and Control.

*(The terms of reference of this assignment is attached at Annex 1)*

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**ABBREVIATION**

|  |  |
| --- | --- |
| CC | Climate Change |
| CA | Capacity Assessment |
| CBDRM | Community based Disaster Risk Management |
| CCFSC | Central Committee for Flood, Storm Control |
| CFSC | Committee for Flood, Storm Control |
| DARD | Department of Agriculture and Rural Development |
| DDMFSC | Department of Dyke Management and Flood, Storm Control |
| DMC | Disaster Management Centre – Directorate of Water Resources |
| DONRE | Department of Natural Resources and Environment |
| DRM | Disaster Risk Management |
| DRR | Disaster Risk Reduction |
| GDP | General Domestic Production |
| GoV | Government of Vietnam |
| MARD | Ministry of Agriculture and Rural Development |
| MoD | Ministry of Defense |
| M&E | Monitor and Evaluation |
| MoF | Ministry of Finance |
| MoHA | Ministry of Home Affairs |
| MoIC | Ministry of Information and Communication |
| MoIT | Ministry of Industry and Trade |
| MOLISA | Ministry of Labor, Invalids, and Social Affairs |
| MONRE | Ministry of Natural Resources and Environment |
| MPI | Ministry of Planning and Investment |
| PCFSC SR | Provincial Committee for Flood Storm Control and Search Rescue |
| PPC | Provincial People’s Committee |
| SCDM | Strengthening Capacity for Disaster Management Project funded by UNDP |
| ToR | Terms of Reference |
| UNDP | United Nations Development Program |
| VINASARCOM | National Committee for Search and Rescue |
| VNRC | Vietnam Red Cross |
| VOV | Voice of Vietnam |
| VTV | Vietnam Television |

# EXECUTIVE SUMMARY

Located in tropical monsoon area and with more than 3,000 km of coastal line, Vietnam has constantly copes with natural disaster for thousand years for the country’s existence and development. In recent decades, under the context of climate change, disasters in Vietnam have increased in terms of frequency and intensity. Over the past decade, with the support from international community, Vietnamese Government has taken great effort to actively cope with and minimize the disaster damages such as institutional form, organizational and technical capacity development.

The United Nations Development Program (UNDP) in Vietnam is currently supporting the Ministry of Agriculture and Rural Development (MARD) through Disaster Management Center (DMC) of Water Resources Directorate (WRD) a second Phase project: ‘*Strengthening institutional capacity for disaster risk management in Viet Nam, including climate change related disasters for 2012-2016 period – SCDM’*. Within the framework of this report, the CCFSC Standing Office worked in close collaboration with PMU to conduct the institutional capacity assessment of the CFSC at national and provincial levels. The main objective of the capacity assessment is to provide concrete recommendations and feasible action plan for MARD to strengthen the capacity in the field of disaster risk management as well as support the performance of the Law on Natural Prevention and Control

PEAPROS Consulting has been mobilized to implement this assignment. Under the active support of the SCDM, UNDP, and DMC, the assessment team has undertaken the institutional capacity assessment applying UNDP methodology dimensions (enabling environment, organization, and individual) in all the three stages of the natural disaster prevention and control work (Preparation, preparedness, forecasting; Response and relief, and Recovery and Rehabilitation)

By reviewing key legal documents, policies, national programs, studying various reports of Government agencies and UNDP on capacity development efforts for CFSC system as well as DRR works, interviewing members of CCFSC and implementing staff of ministries and local authorities, attending important workshops and meeting organized by CCFSC, and conducting the quantitative survey, the assessment team has come up with the following key findings:

*Enabling environment:*

The introduction of the National Strategy for Disaster Risk Management, the issuance of the National Strategy and CBDRM Program established a unified legal framework to concretize the master plan and policies of the Government on disaster prevention and control under the new context. The Law has acquired the universal common practices on disaster prevention at the same time inherited and promoted the lessons and knowledge gained across the country in the past.

However some additional policy guidance and practical ‘how to’ guides on how to implement the law were now required as the new law moves from a response focus to emphasis on preparedness and recovery, specifically (1)Develop and supplement the Decree No. 14/2010/NĐ-CP by clarifying the responsibility among the agencies, which in turn reduce the accountability as well as overall coordination mechanisms in response to different types of disasters, and cases of natural disasters occurring simultaneously; (2) develop and supplement the regulation of disaster risk level classification especially for new disasters and decentralize responsibility for the agencies in case of emergency response; (3) supplement regulations and consistency among agencies responsible for communication, regulation of frequency and duration of communications, particularly for emergency information at the provincial level in directing disaster prevention; (4) supplement and complete the legal document that meet the requirements of resource mobilization and disaster recovery, especially define and agree on the responsibility, mandate and resources level of agencies and authorities of this work, especially in cases of emergency disasters; and (5) develop the specific guidance to integrate DRR work into the development planning.

*Organizational capacities:*

Much improvement has been made in the organizational and functional capacity of the CCFSC to fulfill its current mandate. However, some renewal and upgrading of current systems were required to enable it to effectively implement its wider new role, especially emphasis on early warning, preparedness and recovery, and in cases of major disasters occurring simultaneously.

There are limitations in the coordination among related agencies in disseminating disaster information, including the disaster database for research, policy development, and decision making support.

With regards to monitoring and evaluation systems, recent efforts to move towards response based planning, reflecting in various national programs at the central level, were welcomed by a number of interviewees. However, it was noted that such planning is not yet consistently undertaken in monitoring and evaluation work. It was also noted that the CCFSC as a body does not yet have a monitoring system with clear performance indicators to track its performance.

The financial system and its operation for DRR and for relief and recovery work are relatively weak and much coordinated effort is needed to meet the new requirement.

The system to manage pre-positioned stocks of relief goods worked well and coordination between the central and provincial level to replenish stocks worked well. However, a number of interviewees highlighted that current systems are not currently well set up to handle in-kind donations.

There is a lack of technical guidance on the fundraising to the CBRDM Program, resulting in delays in its actual implementation at local levels. This is one of the critical factors related to community mobilization for DRR

*Technical capacities:*

The main fields of the implementing staff are water resources and dyke management. Their experience is accumulated from practical disaster management activities; hence, there is lack of knowledge and skills to manage new disasters.

In addition, to prevent and control the natural disaster in a professional and effective manner, the managers and implementing staffs need for specific capacity development in the following fields (1) techniques related to information collecting, analyzing, processing and in policy consultation/plan formulation; (2) capacity and skills to formulate and implement disaster risk reduction plans and capacity to engage partners in formulating the plan for natural disaster prevention and control; (3) capacity for organizing training and simulation on DRR and capacity on search and rescue; (4) Capacity in study, development, and application of advanced science-technology for the natural disaster prevention and control; and (5) Capacity in international cooperation for natural disaster prevention and control

*Policy recommendations:*

Based on the comprehensive analysis and key findings, some policy recommendations for future enhancement are proposed as the followings:

Make CCFSC as the full-time body as per the requirements of the new DPM Law. At the same time, improve the organizational mechanism of CFSC at both central and local levels toward professionalism, sufficient human resources, and adequate resources.

Improve and update of key legal documents and develop new policies and guidance to meet the requirements of DRR and CCA, including Decree 14/2010/NĐ-CP, the regulation on DRR information sharing and disseminating system, regulations on risk classification of new disasters, and regulation on on-duty mechanism of local CFSC.

Enhance the organizational and technical capacities on long-term and prioritized fields including: Develop capacity to integrate disaster risk reduction and climate change adaptation into development planning work at regional, provincial, and sectoral levels; improve the capacity in result-based and participatory work planning and management; develop and improve the guidance and policy on financing for natural disaster prevention and control work focusing on the prevention and recovery phases; improve the capacity for local staff in mobilizing human resources and facilities for search and rescue activities; increase knowledge training programs for CFSC managers and staff at both central and local levels.

# Part I: Context of the assessment

## 1. Natural Disaster in Vietnam

Vietnam, located within the typhoon center of the Western Pacific, is one of the five typhoon center in the world. Given the coincidence of typhoon and tropical monsoon conditions with the complicated topography, Vietnam is one of the world’s most prone countries to multiple natural disasters. Over the past 65 years, natural disasters have occurred in most areas of the country, causing great loss in terms of human life, property, infrastructure, and negative impact to the socio-economic and environmental situation of Vietnam. In addition, global climate change has been made disasters become more complex, increasing both frequency and intensity more than the past decade in both the size and repeat the cycle together with the unpredictable changes.

In 2013, natural disaster caused 285 dead and missing people, 859 injured people, more than 12 thousand houses collapsed and washed away, 129 thousand hectares of rice and 216 thousand hectares of crops were lost and the total estimated economic damage amounted to 27,852 billion[[1]](#footnote-2).

To cope with the new context of natural disaster and climate change, in recent years, Vietnamese Government has made great efforts to prevent and control natural disaster. This is considered as the Government priority in the process of developing the socio-economy.

There is remarkable improvement in natural disaster prevention and control of Vietnam. Over the past 5 years (2009 – 2012), although the number of disaster along with the damage and loss are higher, the death loss has reduced 8% compared to the previous 5 years. However, on the long term, the natural disaster prevention and control exposed some limitations, especially in steering and coordinating activities. In order to meet the requirements of the new Law as well as contributing to the sustainable development of the country socio-economy, the institutional capacity development in terms of enabling environment, organization and individual should be taken into consideration as the priority of the Government.

## 2. Insitutional context

To reduce disaster risks and adapt to climate change, Vietnamese Government approved the National Strategy for Natural Disaster Prevention, Response, and Mitigation, the National Climate Change Strategy, and the most recent legal document is the Law on Natural Disaster Prevention and Control. These documents once again affirmed the country’s commitment to combat the natural disaster and climate change. The followings are crucial legal documents:

### Law on Natural Disaster Prevention and Control (2013)

Adopted by the National Assembly on 19 June 2013[[2]](#footnote-3), the Law on Natural Disaster Prevention and Control (hereafter called as the Law) is the most comprehensive and important legal document on disaster management in Vietnam; rights and responsibilities of agencies, organizations, households, and individual in responding to disaster; state management functions and resources to ensure the disaster prevention and control. The followings are summarized the important points of the Law:

* The natural disaster prevention and control should be placed under the context of global climate change and the increasing frequency and intensity of new disaster types (See table 1 for more details);
* The professionalism and full-time mechanism have been required in the organization and coordination to prevent and control natural disaster (in all 3 phases of preparedness, response, and recovery)
* Detailed and clarified responsibilities, functions, mandate, and coordination mechanism of related agencies at central and local level.
* Promote the motto “3 ready” and “4 on the spot”
* Enhance the knowledge and skills for in-charge staff of CFSC at central and local level
* Raise the community awareness and engage the stakeholders (political and social organizations, community groups) in natural disaster preparedness, response, and recovery.
* Integrate disaster risk reduction into the socio-economic development plan at national, sector, regional, and local level

The most important point is that the Law has established a new and consistent legal framework to implement the Government policies and strategies in natural disaster prevention and control under the new context of climate change.

### Decree 14/2010/ND-CP

To implement the Ordinance, in February 2010, the Vietnamese Government issued the Decree No. 14/2010/NĐ-CP. The strongest point of this Decree is that it provides for the organization, tasks and powers of different steering committees at both the central and local levels, and establishes coordination mechanisms for these steering committees. However, for the state management of new types of natural hazards, the Central Steering Committee has greater discretion now than in previous provisions, leading to a difference between the Ordinance and the Decree 14/2010/NĐ-CP[[3]](#footnote-4).

### National Strategy for Natural Disaster Prevention, Response and Mitigation to 2020 (Decision No.172/2007/QD-TTg, November 16, 2007)

The promulgation of the National Strategy was a development milestone of Vietnam in responding to natural disaster in an integrated, comprehensive, and systematic manner. The overall objective of the strategy is to mobilize all resources to effectively implement disaster prevention, response, and mitigation to 2020 in order to minimize the losses of human life and properties, the damage of natural resources and cultural heritages and the degradation of the environment, contributing significantly to ensure the country sustainable development, national defense and security.

The Strategy includes five guiding principles including (1) Consolidate the State management on disaster prevention and control nationwide, MARD is the standing agency and to cooperate with relevant agencies to support Government in executing the state management in DRR; (2) enhance the responsibilities of every organization and individual for disaster prevention and control, complete institutions and organizational mechanism from central to local level, raise community awareness and disseminate experience on disaster prevention and control at community level; (3) implement the Strategy in synchronous, period-based and priorities-based manners, responsive to both intermediate and long-term purpose with the “four on the spot” motto[[4]](#footnote-5); (4) Invest for disaster prevention and control to ensure sustainable development, combine both structural and non-structural measures for multipurpose, and be harmonized with the nature and environment; (5) Ensure the implementation of international commitments in the field of disaster prevention and control.

### National Plan for the implementation of the National Strategy (Decision No.820/TTg-KTN on September 29, 2009)

Under the guidance of CCFSC (Official Letter No.45/PCLBTW dated 31 March 2008), Ministries and People’s Committee of provinces and cities developed the Action Plan for the Implementation of the National Strategy. As of September 2012, there are 13 ministries and 63 provinces/cities developed the Action Plan. Specifically, the sectoral action plans have met the requirements of the National Strategy in terms of specific content, suitable to the functions and responsibilities of ministries, and high feasibility. The provincial action plans were formulated based on the level of disaster risk, availability of human resources as well as the existing infrastructure of the province. Basing on the action plan and recommendations of ministries and provinces, CCFSC Standing Office collated and developed the National Plan for the implementation of the National Strategy, which was sent to ministries and provinces for reference and implementation comprehensively at national level.

### Government Program on Community Awareness Raising and Community Based Disaster Risk Management (CBDRM Program) to 2020 (Decision No.1002/QD-TTg, dated July 13, 2009)

The Program aims at raising the community awareness and organizing efficiently the model CBDRM at all levels, focusing on the commune and village level. Its purpose is to minimize the losses of human life and properties, the damage of natural resources and cultural heritages and the degradation of the environment, contributing significantly to ensure the country sustainable development, national defense and security.

The Program has two main components: (1) strengthening the capacity of local officers at all levels for managing and implementing CBDRM activities, and (2) improving the capacity of communes in CBDRM. The Program has the total budget of VND 988.7 billion (US$53.5million)[[5]](#footnote-6) of which, 55% is expected from the State Fund, 5% from residents and 40% - in the form of grants – from other Governments and international organizations.

Assigned by the Government as the focal point in implementing the CBDRM Program, DMC (MARD) has coordinated actively with other relevant agencies and initially achieves some results:

* Submit the Government for the approval of the 2013-2015 Plan (Decision No 333/QD-TTg dated 18/2/2013) of which, 39 cities/provinces received the approval for the implementation plan.
* Provide training for provincial facilitators of 63 cities and provinces (It is estimated that one province will have 25 facilitators). Of which, 1017 facilitators received the training and 558 will be trained in the future plan.
* Develop the communication materials on CBDRM
* Integrate the CBDRM Program content into the relevant workshops and meetings.
* Support to develop the M&E framework and assessment methodology to identify 6000 communes prone to natural disaster
* Get the active involvement of international and local organizations in CBDRM. Hence, it is necessary to complete the legal framework as well as the detailed guideline to get more attention from leaders.

The CBDRM Program has been assessed as the meaningful policy of the Government and the Party to achieve the goals of disaster risk mitigation and sustainable development for the community. However, there are still some difficulties such as the insufficient coordination of related agencies, limited awareness on CBDRM, inconsistent legal basis that lead to the delays and inefficiency in implementing the program.

## 3. Current structure and roles of CCFSC and PCFSC

In Vietnam, the disaster management has been organized systematically from Central to local level. After many changes over the years, the organizational structure has been maintained with the clear and specific tasks, roles, mandates assigning to CCFSC and CFSCSR at local level. The existing structure of the CFSC system according to the above mentioned legislations is presented below in both vertical and horizontal coordination mechanisms.

**Prime Minister**

VINASARCOM

CCFSC

Ministries/

Sectors

CFSC SR of provinces

Provincial PC

District PC

CFSC SR of districts

CFSC SR of Ministries/sectors

CFSCSR of communes

Commune PC

Technical relationship

Administrative relationship

Coordination relationship

Figure 1: Institutional structure of disaster management in Vietnam

### Current functions and role of CCFSC (at national level):

The Central Committee for Flood and Storm Control (CCFSC) is the highest agency responsible for coordinating natural disaster management in Vietnam. The CCFSC is in charge of gathering information and data, monitoring flood and storm events, coordinating disaster response and mitigation measures and formulating natural disaster related policies.

CCFSC is comprised of 29 members from different ministries and organizations work on part-time basis. Ministry of Agriculture and Rural Development’s Minister is the Chair of the CCFSC and directly reports to the Prime Minister. The members of the CCFSC are vice-ministers and heads of ministerial-level agencies that are responsible for assisting the Ministries and ministerial-level agencies in preventing and controlling natural disasters.

MARD is the standing body of CCFSC and assigned Department of Dyke Management and Flood Storm Control (Directorate of Water Resources) is the Standing Office. The Standing Office has its own seal, allocated budget and account at the State Bank to manage its operation. Currently, with the newly adopted Law on natural disaster prevention and control, CCFSC has been assigned to new responsibilities and tasks including interdisciplinary coordination and assisting the Government and Prime Minister in organizing and directing natural disaster prevention and control nationwide. For that reason, under the concrete guidance of the Government, MARD has taken the lead and coordinated with relevant stakeholders to develop the new Decree stipulating the functions and mandates of CCFSC, replacing the existing Decree.

### Functions and role of PCFSCSR (at provincial level)

The Provincial Committee for Flood and Storm Control and Search Rescue is established to support the same level of the People’s Committee to implement natural disaster prevention, response and mitigation. At the national level, the disaster management and search and rescue belong to distinctive agencies namely CCFSC and National Committee for Search and Rescue, at provincial level, the two functions are integrated in one as the Provincial Committee for Flood Storm Control and Search Rescue (PCFSCSR).

The organizational structure of the PCFSCSR is stipulated in Chapter II, Article 5 of the Decree 14/2010/NĐ-CP. Specifically, the PCFSCSR is chaired by the Chairperson or Vice chairperson of the Provincial People’s Committee; the two vice chairmen are the Director of DARD and leader of Provincial Army; the members of PCFSCSR are leaders of departments and organizations related to natural disaster prevention and rescue.

DARD is the standing body of the PCFSCSR. The standing office is the Division of Dyke Management and Flood, Storm Control or Division of Water Resources working on a part-time basis.

At the time of conducting the assessment, according to the statistics of MARD, there were 33 provinces/cities established the PCFSCSR with the total number of part time staff of 855. Of which, there are 9 Chairmen and 24 Vice Chairmen of PPC as the chairperson of PCFSCSR.

MARD Minister - Chairman

MARD – Deputy Minister – Vice Chairman

Vietnam People’s Army

Vice Chairman – Vice Chairman

Office of the Government

Vice Chairman- Vice Chairman

MoNRE (Member)

Ministry of Public Security

(Member)

Ministry of Finance (Member)

Ministry of Industry and Trade (Member)

Ministry of Construction (Member)

Ministry of Labor, War Invalids and Social Affairs (Member)

Ministry of Information and Communications (Member)

Ministry of Foreign Affair (Member)

Committees for Flood and Storm Control, and Search and Rescue

PPO

(Head)

MARD (Deputy head)

Border (Deputy head)

Localities

Ministries

Vietnam Woman Association (Member)

Ministry of Planning and Investment (Member)

Voice of Vietnam (Member)

Vietnam Television (Member)

Institute of Earth Physics (Member)

Ministry of Transport (Member)

Border guards (Member)

Ministry of Education and Training (Member)

HCM Communist Youth Union (Member)

Vietnam Red Cross (Member)

Ministry of Culture, Sports and Tourism (Member)

Ministry of Science and Technology (Member)

Rescue Department (Member)

Ministry of Health (Member)

Figure 2: The organizational structure of the Central Committee for Flood and Storm Control

# PART II: METHODOLOGY FOR CAPACITY ASSESSMENT

## 1. Study and adaptation of capacity assessment methodology

The capacity assessment team studied various UNDP CA methodology documents, especially the “Strengthening Capacities for Disaster Risk Reduction – Primer” (2011). Having been used for DRR-specific CAs in a number of countries in the region, the methodology provides a comprehensive approach to “investigate” capacity development issues with linkages to DRR work. The assessment method helps diagnose full picture of capacity assets and issues, suggesting capacity strengthening solution to effective institutional and operational improvements. The CA exercise using this methodology also provides a useful process for generating ownership of government partners and promoting dialogue among the stakeholders.

Technically, by using the self-assessment approach, the methodology suggests that the assessment be undertaken in the following dimensions:

* In different capacities (functional, technical);
* In all areas of the organization (Engagement with stakeholders; Assessment of the situation and defined vision and mandate; Formulation of policies and strategies; Budgeting, management and implementation; and Monitoring and evaluation);
* At different levels of organization (institutional, organizational, individual);
* Consideration of different aspects of management (institutional arrangement, leadership, accountability, access and sharing of information, etc.).

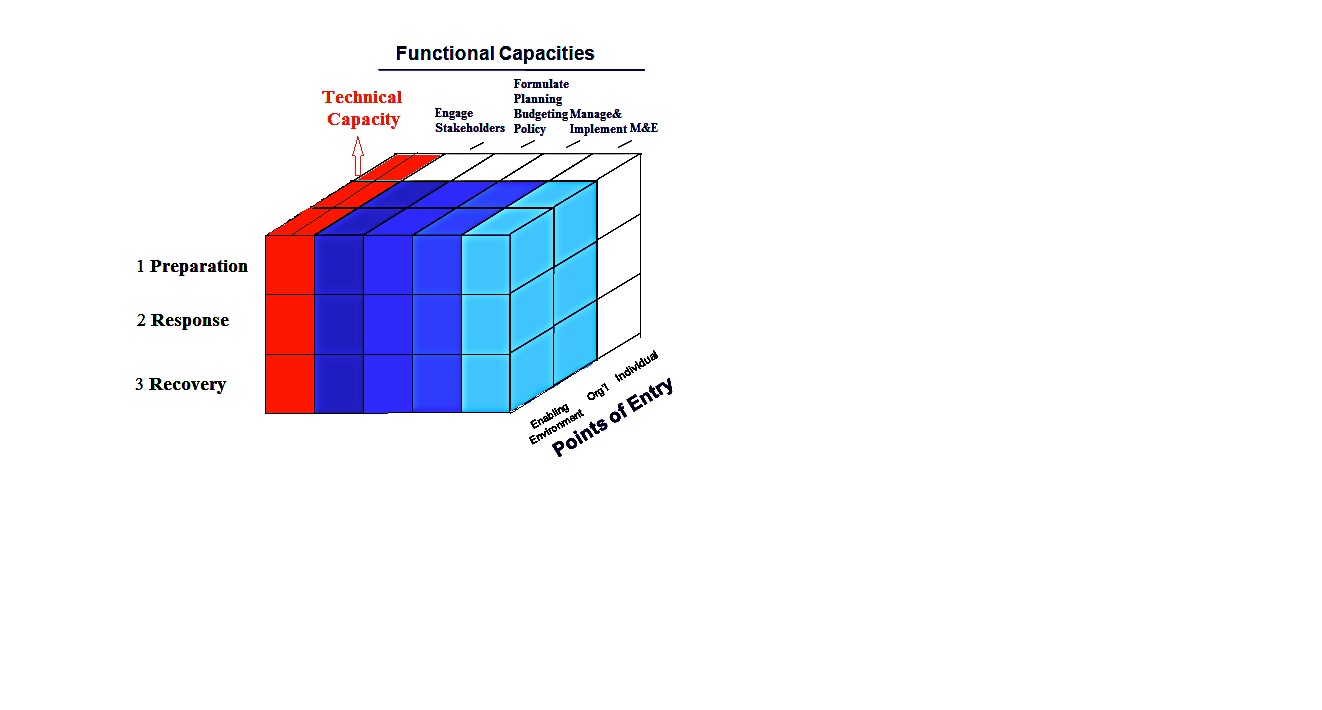
In undertaking the CA of the CFSC system, the capacity assessment team carefully looked at the suggested dimensions, where appropriate. Specifically, the survey was done on the three levels of capacity (enabling environment, organizational and technical). The assessment was also undertaken at all the three stages of Vietnam’s DRR work cycle, i.e.: Preparation (Preparedness, prevention, forecasting, and warning); Response (and Relief); and Recovery (and Rehabilitation). The exercise also paid due consideration to right-based, gender and local cultural aspects.

Figure : CA Framework (UNDP, 2007)

## 2. CA team and working cooperation

In the implementation of the assignment, the CA team worked closely with the various agencies (DMC, PMU, UNDP Vietnam and UNDP regional office). Specifically:

* Consulted with the leader of DMC, the technical advisors from UNDP and the PMU for instruction and advice on the CA method, selection of agencies for survey, arrangements of interviews and field visits, reference materials, draft reports, etc.
* Worked closely with UNDP National Technical Advisor on the method and contents of technical work and products (survey questionnaire, interview questions, capacity development framework, etc.), and draft reports.

## 3. CA method applied in assessment work

To undertake the assessment, the CA team applied the following methods:

### 3.1. Document review

* Studied various reports of Government agencies and UNDP on capacity development efforts for CFSC system.
* Studied various evaluation reports of CCFSC and its member ministries on the various organizational development and DRR works. These reports were collected from the seminars of CCFSC on different subjects (Strengthening institutional capacity in disaster risk management work, Support of Disaster Risk Management Program Implementation, etc.) or interview meetings with ministry members that the CA team had opportunities to attend. The list of reviewed documents is listed in Table 1.

### 3.2. Stakeholder interview

The capacity assessment team interviewed the following target groups at both central and local levels as a result of the stakeholder group analysis work advised by the DMC and the PMU. They include:

* Members of CCFSC who are the Vice Ministers and leaders of the concerned ministries and organizations.
* Experts of various ministries and agencies.
* Members and experts of provincial CFSCSR representing the three geographical areas (Northern mountainous area, Central coastal area and Southern Mekong Delta).

The interviewees of central and provincial agencies are listed in Table 2.

As an important part of the CA work, the interviews proved to be a very useful exercise. With the active participation and strong ownership of the people directly involved in the disaster prevention and control work at central and local levels, a good bulk of substantive and multi-dimensional information was gathered for analysis and assessment.

Before each of the interviews, questions and briefing information were carefully prepared by the CA team with the inputs of the PMU and sent to the interviewees.

To design the interview questions for ministries and provinces, the CA team carefully studied the role and functions of each CCFSC and PCFSCSR.

Before that, a qualitative survey questionnaire was also prepared and sent to 18 ministries and 63 provinces. The feedback of 9 ministries and 23 provinces provided the important information that was supplemented to that of the interviews.

In addition, via personal channel, the CA team had chance to meet with technical experts and staff of a numbers of international agencies and INGOs. Among them were JICA, AusAid, IrishAid, Ford Foundation and Care International. They provided lost of useful observations and suggestions on capacity issues and improvement on the basis of working experiences in Hanoi and in the field.

### 3.3. Quantitative survey

The team reviewed the response to the quantitative questionnaire of 25 members of CCFSC and PCFSCSR.

Designed with the 1 – 5 rating scale for the specific capacities selected from those analyzed in the qualitative assessment stage, the quantitative survey intended to identify the current and future levels of the respective capacities. In other word, this set of rated capacities provides information of the base-line capacities and the desired level of these capacities that would be achieved in future.

The result of the quantitative survey was presented in spider web form, providing supplementary and numerical inputs to the assessment.

# PART III: CURRENT AND FUTURE CAPACITY OF CCFSC AND PCFSC

## 1. ENABLING ENVIRONMENT CAPACITIES

The interviews of the majority of committee members confirmed that with the introduction of the National Strategy for Disaster Risk Management, the issuance of the Program on raising community awareness and community-based disaster risk management and the approval of the recent Law, the overall legal framework in Vietnam was quite strong.

The correspondents from the interviews with members of the Committee and local authorities shared the consensus that the adoption of the Law on Natural Disaster Prevention and Control established a unified legal framework to concretize the master plan and policies of the Government on disaster prevention and control under the new context. The related stakeholders also highly appreciated that the Law has acquired the universal common practices on disaster prevention at the same time inherited and promoted the lessons and knowledge gained across the country in the past. Almost of the interviewees expected that key principles of the new Law would promote the support of the disaster prevention and control in the time to come.

The interviewees did note, however, that additional policy guidance and practical ‘how to’ guides on how to implement the law were now required as the new law moves from a response-focus to emphasis on preparedness and recovery. A number of respondents also sought more practical guidance on how to fulfill their responsibilities in this regard. This would help improve the efficiency of the legal system, as reflected in the quantitative survey (See the Chart 1 below). Some key issues have been raised as followings:

* Need for clarity of responsibility among the agencies, which in turn reduce the accountability as well as overall coordination mechanisms in response to different types of disasters (as summarized in Table 1, Chapter 2 below), and cases of natural disasters occurring simultaneously[[6]](#footnote-7). Currently, the guiding legal document on these issues is the Decree 14/2010/NĐ-CP stipulating organization, duties and powers and coordination mechanisms of CCFSC, CFSC&SR of ministries, sectors and localities. However, this Decree only regulates the relations among agencies related to natural disaster prevention and control.
* Need for a specific regulations on the disaster risk level classification, especially for new disasters (except flood, storm, earthquake as regulated according to the international standards). At the same time, develop the disaster risk map at provincial level and then decentralize to local level for the implementation. The new regulations should specify the responsibility and coordination of related agencies in responding to different level of different disaster types.
* Need for a document on disaster response procedures with specific roles and responsibilities of each agency in each particular step. (Decree 71/2002/ND-CP only assigned and decentralized responsibility for the agencies in case of emergency response). Such an improvement would help stronger incorporate DRR into current work of central and local agencies, as shown in the quantitative survey.
* Need for guidance and instruction documents for the commune level to perform their tasks as mentioned in the Decision 1002 on CBDRM (as investment owner for small scale infrastructure, financial management…).
* Need for specific regulations and consistency among agencies responsible for communication, regulation of frequency and duration of communications, particularly for emergency information at the provincial level can easily cause passiveness and confusion for the localities in directing disaster prevention.
* Need for legal document that meet the requirements of resource mobilization and disaster recovery. The current documents are not yet fully defined and agreed on the responsibility, mandate and resources level of agencies and authorities of this work, especially in cases of emergency disasters. So as a result, in recent years the work of relief in many cases has been vacated and overlapped in responsibilities, not timely, inconsistencies and inefficiencies, as analyzed in Chapter 2 below.

The interviewees expressed their interest in improving the coordination and cooperation among the government agencies working in the areas of DRR and CCA as well as how to better link the strategic actions of DRR and CCA into their daily works. This is a high level of requirements from the quantitative survey. Another common issue raised by the interviewees is the need for a specific guidance to integrate DRR work into the development planning. The existing development planning system still treats DRR works as a separate issue with unclear financial management guidelines (budget lines, budget allocation and norms…). Besides, DRR works itself are structured in different frameworks, e.g. National Strategy on Natural Disaster Prevention, CBDRM. Currently, Ministry of Planning and Investment is in charge of providing guidance and a template for the process of development planning.

In addition, a number of senior interviewees noted the need for the CCFSC to better outline and share across member departments, as they were concerned that a current lack of clarity could reduce accountability in a disaster. For example, the Law defines that the provincial Fatherland front and the Red Cross are two agencies involved in disaster response locally. However, the Fatherland Front is a higher agency, and covers all other agencies in the local socio-political system; hence, there have been difficulties for the Red Cross and other mass organizations (Women's Union, etc.) in coordinating for natural disaster prevention and control at local level.

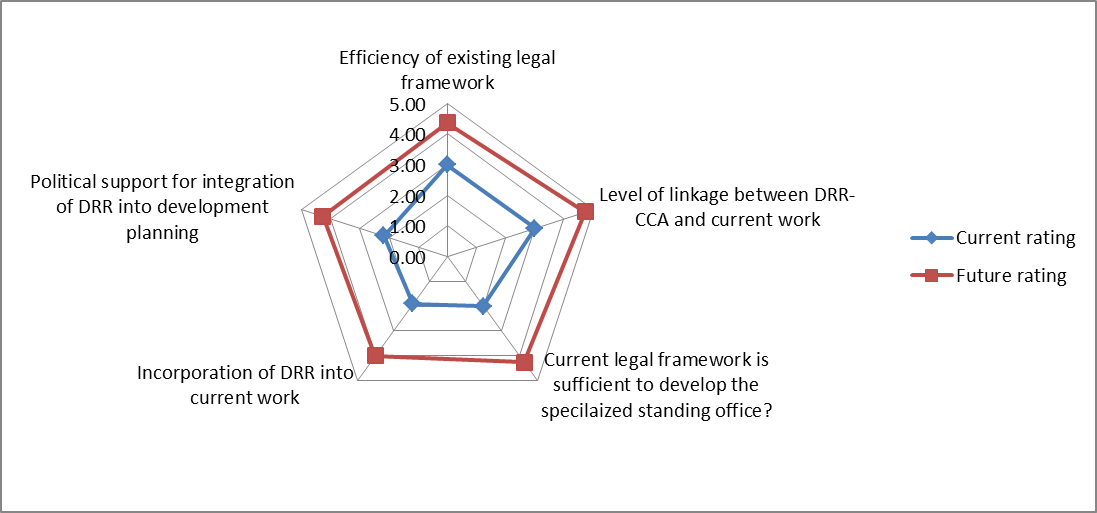


Chart : Current and future desired technical capacity of the CCFSC according to individual survey responses

## 2. ORGANIZATIONAL CAPACITY

Overall, most respondents felt that much improvement has been made in the organizational and functional capacity of the CCFSC to fulfill its current mandate. There has been also remarkable improvement in coordination among central CFSC ministries and with the local CFSCs, as indicated in the result of the quantitative survey *(see Chart 2).* However, they noted that with the introduction of the new Law on Natural Disaster Prevention and Control, and with the growing frequency and intensity of disasters, some renewal and upgrading of current systems were required to enable it to effectively implement its wider new role.

The lack of a full time, dedicated DRM authority/body in Vietnam was noted by a number of interviewees as a key constraint. They noted that though the offices of the CCFSC and the PCFSCs are currently permanent bodies, their representatives are part time workers with strong experience in other areas (e.g. Irrigation and dyke management). This meant that the staff was often overworked, and it was difficult for them to become professional entities of the system, as required by the new DPM law.

A key feature of the new DRM law is that it is multi-hazard, including a total of 19 hazard types. However, as its name suggests the current CCFSC is currently focused only on water-induce disaster such as flood and storm. As such, most of the interviewees noted the need for additional guidance materials and training on how to fulfill their responsibilities with regards to other hazard types such as earthquakes, tsunami, salt water intrusion, and drought *(See Table 1 for further information).*

Table 1: Disaster and responsibility

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Types of disaster** | **Primary agency name in the Law** | **Responsible agencies at stages** | | | | | | | **Risk level classification** | **Official training document** |
| **Before** | | | **During** | | **After** | |
| **Forecasting** | **Warning** | **Information transmission** | **Direction and command of response to natural disasters** | **Implementation of basic measures** | **Remedy** | **Damage assessment** |
| 1. **Disasters regulated in the Ordinance of Flood Storm Control (1993)** | | | | | | | | | | |
| typhoon/storm | MARD | MONRE | CCFSC | VoV, VTV, MoD, MoIT | CCFSC,PCFSC | CCFSC (MARD,MOF,MOLISA,VNRC) | CCFSC (MARD,MOF,MOLISA,VNRC) | Commune CFSC&SR | Have 15 level of typhoon \* | Handbook on flood storm control and disaster risk reduction |
| tropical low pressure | MARD | MONRE | CCFSC | VoV, VTV, MoD, MoIT | CCFSC,PCFSC | CCFSC (MARD,MOF,MOLISA,VNRC) | CCFSC (MARD,MOF,MOLISA,VNRC) | Commune CFSC&SR | Not available | Handbook on flood storm control and disaster risk reduction |
| whirlwind | MARD | MONRE | CCFSC | VoV, VTV | PCFSC | PCFSC | PCFSC (DARD) | Commune CFSC&SR | Not available | Handbook on flood storm control and disaster risk reduction |
| flood | MARD | MONRE | CCFSC | VoV, VTV, MoIT | CCFSC,PCFSC | CCFSC (MARD,MOF,MOLISA,VNRC) | CCFSC (MARD,MPIMOF,MOLISA,VNRC) | Commune CFSC&SR | Have 3 flood warning level \* | Handbook on flood storm control and disaster risk reduction |
| inundation | MARD |  | CCFSC | VoV,VTV,MoIT | PCFSC | PCFSC | PCFSC (DARD) | Commune CFSC&SR | Not available | Handbook on flood storm control and disaster risk reduction |
| landslide and land subsidence due to floods or water currents | MARD |  | CCFSC | VoV, VTV | CCFSC,PCFSC | CCFSC (MARD,MOF,MOLISA,VNRC) | CCFSC (MARD, MPI, MOF,MOLISA,VNRC) | Commune CFSC&SR | Not available | Handbook on flood storm control and disaster risk reduction |
| water rise | MARD , MONRE |  |  |  | PCFSC |  |  | Commune CFSC&SR | Not available | Handbook on flood storm control and disaster risk reduction |
| 1. **New disasters regulated in the Law on Natural Disaster Prevention and Control** | | | | | | | | | | |
| lightning | MARD |  |  |  | PCFSC |  |  | Commune CFSC&SR | Not available | Not available |
| flashflood | MARD | MONRE | CCFSC | VoV, VTV, MoIT | CCFSC,PCFSC | CCFSC (MARD,MOF,MOLISA,VNRC) | CCFSC (MARD, MPI,MOF,MOLISA,VNRC) | Commune CFSC&SR | Not available | Handbook on flood storm control and disaster risk reduction |
| heavy rain | MARD | MONRE | CCFSC (MARD) | VoV, VTV, MoIT | PCFSC |  |  | Commune CFSC&SR | Not available | Not available |
| seawater intrusion | MARD |  |  |  | PCFSC |  | PCFSC(DARD) | Commune CFSC&SR | Not available | Not available |
| extreme hot weather | MARD | MONRE | CCFSC | MARD,VTV,VOV, MoIT | PCFSC |  | PCFSC(DARD) | Commune CFSC&SR | Not available | Not available |
| drought | MARD |  |  |  | PCFSC |  | PCFSC(DARD) | Commune CFSC&SR | Not available | Not available |
| damaging cold | MARD | MONRE | CCFSC (MARD) | MARD,VTV,VOV, MoIT | PCFSC |  | PCFSC(DARD) | Commune CFSC&SR | Not available | Not available |
| hail | MARD | MONRE |  | VTV, VOV | PCFSC |  | PCFSC(DARD) | Commune CFSC&SR | Not available | Not available |
| hoarfrost | MARD | MONRE | CCFSC (MARD) | MARD,VTV,VOV, MoIT | PCFSC | PCFSC(DARD) | PCFSC(DARD) | Commune CFSC&SR | Not available | Not available |
| earthquake | MoST | Institute of Geo-physics | CCFSC | VOV,VTV,MoD,MoIT | CCFSC | CCFSC (MARD,MOF,MOLISA,VNRC) | CCFSC (MARD, MPI, MOF,MOLISA,VNRC) | Commune CFSC&SR | Follow the world earthquake scale | Handbook on flood storm control and disaster risk reduction |
| tsunami | MoST | Institute of Geo-physics | CCFSC | VOV,VTV,MoD,MoIT | CCFSC | CCFSC (MARD,MOF,MOLISA,VNRC) | CCFSC (MARD,MPI, MOF,MOLISA,VNRC) | Commune CFSC&SR | Not available | Handbook on flood storm control and disaster risk reduction |
| Note: - \* the disaster scale is regulated in the Regulation on Flood Storm Information Transmission (Circular 35/2011/TT-TNMT)  - Blank column: information is not available | | | | | | | | | | | |  |  |  |  |  |

Most respondents felt that much improvement has been made in the organizational and functional capacity of the CCFSC, especially in coordinating and responding to flood and storm as they are the main disasters in Vietnam. However, they also noted that there are still limitations in early warning, preparedness, and recovery; especially the disaster response in case that disasters occur on a large scale.

The organizational level, with the vertical organization structure, there are still limitations in the coordination of agencies in-charge of disaster information. Especially, it is a lack of integrated database system (which is fragmented in different agencies) for research and decision support for disaster prevention and control. In another hand, the information sharing and coordination mechanism among media agencies and local authorities on hydropower reservoir water discharge in flood/storm season in considered as “insufficient”.

With regards to monitoring and evaluation systems, recent efforts to move towards response based planning, reflecting in various national programmes at the central level, were welcomed by a number of interviewees. However, it was noted that such planning is not yet consistently undertaken in monitoring and evaluation work. It was also noted that the CCFSC as a body does not yet have a monitoring system with clear performance indicators to track its performance. Another factor that gives M&E system the lowest rate in the quantitative survey (Chart 3) is that there is a lack of indicator system to evaluate the quality or success of a particular disaster response or recovery operation.

On the other hand, the current disaster evaluation and reporting system under Decision 31-QD/PCLBTW of the CCFSC still lacks of forms and formats on new disasters (such as earthquake, tsunami, etc.). Number CCFSC members noted that the reporting requirement is mainly descriptive, and due to the absence of criteria and standard for information collection, the reports of the provinces, especially on crop and property losses, are less reliable.

Chart : Current and future desired capacities

The interviews and the quantitative survey show that financial system and its operation for DRR and for relief and recovery work is relatively weak and much coordinated effort is needed to meet the new requirement. At provincial level, all respondents noted that their provinces had not specific budget and predictable plan for post disaster relief. The budget was almost centralized. Whereas, at central level, a number of respondents noted the need to improve coordination, between MARD (as head of the CCFSC standing office), MOLISA (as key response provider) and MoF (as provider of additional budget). A lack of clarity on their functions and responsibilities results in the delay of arrival or insufficiency of financial supply for response and recovery of disasters, especially those of larger scales. Clearer accountability among these central ministries and policy on decentralization of fund supply and utilization by provincial agencies could be seen as a solution to tackle the shortcoming.

A number of interviewees also pointed to a lack of clarity with regards to search and rescue coordination (which is included in the CCFSC ToR at central but not at provincial level). While most of interviewees highly appreciate the Army’s vital function in search and rescue, they noted that additional work to link their systems to regular civilian first responders was also required. The need to increase more resources and strengthen professional skills for civilian coast guard search and rescue services was noted as a key to ensuring prompt on-site response. In addition, the sufficient budget line for search and rescue facilities as well as for the operation and maintenance should be taken into consideration.

It was generally felt that the system to manage pre-positioned stocks of relief goods worked well and coordination between the central and provincial level to replenish stocks worked well through many political – social organizations (PACCOM, Fatherland Front, Red Cross, etc). However, a number of interviewees highlighted that current systems are not currently well set up to handle in-kind donations (for example from private sector businesses or the general public). The establishment of a regulation on reception and management of aid and donation, with transparent process and clear responsibilities of the involved agencies were noted.

The law also notes that the CCFSC should support the mainstreaming of DRR and CCA into sustainable (socio-economic) development plans. A number of interviewees noted the need for more guidance on how this should happen, and on their role in supporting line ministries and provinces to complete this process.

At the local level, a number of provincial interviewees noted that there is a lack of funding to the CBRDM, resulting in delays in its actual implementation at local levels. This is one of the critical factors related to community mobilization for DRR with low rate given in the quantitative survey (Chart 3). An early development and operation of a fund mobilization mechanism for this programme was therefore strongly suggested.

Chart : Current and future desired functional capacity of the CCFSC according to individual survey responses

## 3. TECHNICAL CAPACITY

### Knowledge on disaster management and climate change adaptation

Most of interviewees expressed that they had knowledge on popular disasters such as flood and storm and some knowledge on new disasters but it is inadequate, especially in the context of climate change.

In fact, there is no university provide professional education on natural disaster management in Vietnam. The majority of CCFSC/PCFSC staff that graduated from technical universities (such as University of Water Resources and University of Natural Resources and Environment) and the disaster management knowledge have been accumulated from daily work and short-term training courses at home and abroad. For that reason, their skills tend to focus mainly on flood and storm control which considered as the main disaster in Vietnam; and most of the interviewees expressed that they still lack a full-multi hazard perspective. This finding is best illustrated in Chart 4 as the current capacity for new disaster knowledge stands low. To meet the future desired capacity, technical training for staff on the new types of disaster to perform their renewed duties and tasks is an urgent need as it is considered as the most prioritized capacity among technical capacities.

In addition, one of the current main reference documents at the provincial level is the “Handbook on flood storm control and disaster risk reduction”. However, this handbook only covers 7 types of disasters including: typhoon, tropical depression, flood, flash flood, landslide, earthquake and tsunami. Hence, the needs to update this manual and to develop training materials of other disasters in the light of the new DRM law mandate and climate change were also highlighted.

### Techniques related to information collecting, analyzing, processing and in policy consultation/plan formulation

*Regarding to the technical capacity on disaster information and data collection and analysis,* the rate provided by the respondents is low (See Chart 4); the majority rate is 2 (A few staff have skills to collect and analysis disaster information/data but it is inadequate). Since, this capacity was also assessed as the high priority for development; the interviewees showed their big concerns on how to develop the data management capacities, specifically:

* A number of interviewees noted that a minimum permanent CCFSC information management team should be established who could play a role in collating and ensuring the effective disseminating of key information to support preparedness, response and recovery. The need for the CCFSC to focus on providing quality real time data, and links to other member’s websites was noted. Further orientation, webinars or other types of training for provincial officials on how they can access data was also required.
* Provincial officials highlighted that they would greatly benefit from more timely access to hazard tracking information from MONRE, and requested if it would be possible for hydro-met forecasts to be updated every 30 minutes (not three hours) during high-alerts for typhoons.
* Some interviewees also noted challenges in interpreting hazard information received from MONRE. This suggests a need either to increase MONRE’s capacity to convert technical meteorological and other data into a more ‘useful’ format for disaster response organizations in the CCFSC, or for these end users to improve their technical hazard analysis skills.
* In addition, interviewees also highlighted that the database management system of disaster was fragmented and managed by different agencies with its own structure. The website of CCFSC is the only official electronic source of information at national level, but only focuses on water-related disasters. This system is still a lack of information about drought, forest fires and other disaster types (due to not under the functions and tasks of the Central Committee)[[7]](#footnote-8). That fact makes the CCFSC/PCFSC staff difficult to access, extract, and retrieve necessary information as well as prevent technical staff from performing the statistics to make accurate forecasts.
* According to the interview with members of CCFSC, the information on damage and need assessment is not accurate; especially in some provinces, the damages and losses are higher than the actual number in order to get more support from the Government.

### Capacity and skills to formulate and implement disaster risk reduction plans

In general, interviewed staff felt that they had the capacity to provide daily or other reports to higher levels with regards to flood and storm control, but they were less clear with regards to other disasters. Specifically, most of respondent selected the rate of 2 as a few staff has the capacity and skills to formulate and implement DRR plans but it is inadequate. The “inadequate” term was explained by interviewees as the lack of knowledge on new disasters may lead to difficulties in formulating the comprehensive disaster risk reduction plan. In addition, some interviewees expressed a concern that they were not sure how new climate related disasters (for example sea level rise, drought, or salt water intrusion) should also be integrated into their roles.

In addition, most of the interviewees expressed that they have a minimum capacity to engage partners in formulating the plan for natural disaster prevention and control (See Chart 4). Especially, there is still a comment from the provincial staff that they have to contact themselves to the relevant departments and ask for the inputs of the plan. It is suggested to have an information sharing mechanism at the provincial level that enable in-charge PCFSC staff to engage and encourage the participation of other departments in formulating the provincial plan for disaster prevention and control.

One of the main responsibilities of local CFSC is supporting the People’s Committee at the same level[[8]](#footnote-9) to prepare the annual disaster prevention and control plan and implement the plan within the area of the province. Currently, the PCFSC staff plays an active and important role in ensure that the disaster prevention and control plan is updated constantly with specific implementing agencies for each activity. However, the implementing staff mentioned some of the difficulties in coordinating with relevant agencies and department in formulating and implementing the plan. The suggested solution is the establishment of information sharing among relevant agencies; hence the staff of the PCFSC Standing Office can engage the active participation of stakeholders in formulating and implementing the provincial disaster prevention and control plan.

### Capacity for organizing trainings and simulation on DRR and capacity on search and rescue

Most of interviewees highly expressed that they have a minimum capacity for organizing training and simulation on natural disaster prevention and control (most of them selected the rate of 2 for this question). However, due to the limited budget for this activity, the training and simulation only focused on flood and storm prevention and control. Other disasters such as tsunami, earthquake haven’t been organized yet. It is suggested that the training and simulation should be conducted annually at disaster-prone area and focused equally to all types of natural disaster.

Regarding to search and rescue activity which is undertaken by the provincial military, most of the interviewees stated that they are trained on search and rescue by both Government agencies and NGOs. However, the facilities for search and rescue are insufficient such as canoes, boats, etc. In addition, with the modern and high technology search and rescue ship invested by the Government, there is a lack of maintenance budget for regular operation. For that reason, it is a suggestion that the comprehensive investment for search and rescue should be made and detailed with a specific budget line of the province.

### Capacity in study, development, and application of advanced science-technology for the natural disaster prevention and control

Interviewees stated that they had a chance to participate in training on scientific research and technological application. The training contents mainly focus on technical solutions to protect river bank, coastal area; new dike reinforcement technology, scientific and technical solutions to minimize adverse impacts to people's livelihood, socio-economy affected by the operation of upstream hydropower reservoirs to the downstream flow regime - river bed, the construction of disaster risk maps, etc. The fact shows that the training content mainly focused on dyke management and flood storm control rather than the integrated disaster management.

Thus, there is a need on the dissemination of the new technologies for PCFSCSR staff for application. Ministries and localities should continue to invest in modern equipment, materials and new technologies to serve the prevention and mitigation of natural disasters.

### Capacity in international cooperation for natural disaster prevention and control

The international cooperation is widely acknowledged by interviewees as important activities in disaster prevention and control. Through international cooperation programs, the CCFSC/PCFSC staffs have the opportunity to participate in short-term training courses held domestically and internationally to enhance capacity in the works of disaster prevention. However, due to language constraints, the CCFSC/PCFSC staff is not proactive in participating and implementing the international cooperation programs and projects.

In the context of international integration for disaster prevention and control, it is necessary to replicate the best practices and initiatives of the donor’s support through technical assistance projects and programs. In addition, withdraw the lessons learnt from international experience and enhance the efficiency in disaster prevention and control activities. However, in fact, after the completion of the projects, the outputs and outcomes haven’t been maintained and developed by the Government staff. Hence, the capacity building for CCFSC/PCFSC staff in project management and coordination is very necessary.

Chart 4 : Current and future desired functional capacity of the CCFSC according to individual survey responses

# Part VI: Policy Recommendations

Based on the analysis of the current enabling environment, organizational and technical capacities as well as the suggestions for future enhancement, therefore the consultant team recommends the following policies:

The organizational and operational mechanism of the CFSC agencies at both central and local level should be reformed. Although, there are many options on the new organizational structure, mandate, and functions of the CFSC as regulated in the new Law, the CCFSC should be made as the full-time body toward professionalism, sufficient human resources, and adequate resources.

The standing office of CCFSC/PCFSC should be made as a full time body to undertake the responsibilities of DRR and CCA in the following fields (1) Consult the process of formulating the strategy, institutional arrangements, policy, planning and plan; (2) organize and monitor the inter-agency programs/projects; (3) organize and maintain the information system and database on natural disaster; (4) study, develop, and apply advanced science-technology for the natural disaster prevention and control; (5) organize training and provide information on disaster prevention and control as well as climate change adaptation; and (6) perform the international cooperation for natural disaster prevention and control.

Prioritize the improvement and updating of key legal documents and development of new policies and guidance to meet the requirements of DRR and CCA with focus on prevention and recovery phases, including:

* Amend the Decree 14/2010/NĐ-CP, the regulation on DRR information sharing and disseminating system, regulations on risk classification of new disasters, and regulation on on-duty mechanism of local CFSC.
* Specify the information transmission and sharing regulations, especially the responsibilities among the in-charge agencies at central and local level to better the process of decision making for disaster prevention and control.
* Develop the regulation on disaster risk level classification, especially for new disaster types (include the functions, responsibilities, and mandates of relevant agencies in disaster preparedness, response, and recovery)
* Develop guidance to integrate disaster risk reduction and climate change adaptation into development planning work at regional, provincial, and sectoral levels with consideration of integration factors.
* Improve the on-duty mechanism at local level as per new requirements of the Law

Improve the capacity in result-based and participatory work planning and management with the integration of climate change factors.

Develop and improve the guidance and policy on financing for natural disaster prevention and control work focusing on the prevention and recovery phases.

Enhance the capacity of the on-spot human resources and facilities for better and more efficient search and rescue activities.

Increase knowledge training programs for CFSC managers and staff at both central and local levels, especially on new disaster types and in the context of climate change.

Enhance the technical facilities and equipment for disaster forecast and early warning activities in order to ensure the accuracy and promptness of disaster information.

Improve the current mechanism; hence, the technical staff can perform well the disaster prevention and control:

* Perform the Vietnam’s commitments to international organizations such as UNISDR; Hyogo Framework for Action, ADDMER, APEC, ASEAN-DMC and AHA Centre.
* Coordinate to perform the national responsibilities for natural prevention and control
* Promote the international cooperation and develop the advanced technologies.

# PART V: CAPACITY DEVELOPMENT FRAMEWORK

The team further suggests some following actions to support the implementation of the recommendations in the capacity development framework below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **RECOMMENDED ACTIONS** | **RESPONSIBILITY** | | **TIME FRAME/COMPLETION TIME** | | **REMARKS** |
| **I. ENABLING ENVIRONMENT** | | | | |  |
| 1.1. Make amendment of Decree 14/2010/NĐ-CP to provide legal basis for improvement of organizational and coordination system as required by DPM Law | MARD in consultation with Ministry of Home Affairs (MoHA) & coordination with relevant ministries | | September 2014 | |  |
| 1.2. Develop the regulation on DRR information sharing and disseminating system (with inclusion of central – local responsibility for disaster response, mitigation information) | Ministry of Information & Communication in coordination with VTV & VOV | | September 2014 | |  |
| 1.3. Development of regulations on risk classification of new disasters (with corresponding system of response and recovery responsibility) | MARD in coordination with relevant ministries | | December 2015 | |  |
| 1.4. Develop guideline on integration of DRR and CCA into sectoral and local socio-economic development planning work | MPI taking the lead, in coordination with MARD and relevant ministries/agencies | | September 2014 | |  |
| 1.5. Revise and update the existing regulation on on-duty mechanism of local CFSC (with inclusion of new disasters, staff responsibility and allowance system) | MARD taking the lead in coordination with provincial disaster management agencies | | September 2015 | |  |
| **II. ORGANISATIONAL CAPACITY** | | | | |  |
| 2.1. Improve organizational structure, mandate and operational modality of CFSC system in line with the revised Decree 14/2010/NĐ-CP and new Law on Natural Disaster Prevention and Control | | Government led by MoHA  MARD and relevant ministries  Cities and provinces | | June 2015 |  |
| 2.2. Update and detail the disaster report template (Decision 31 QĐ/PCLBTW) (with inclusion of contents of new disasters) | | MARD in coordination with relevant ministries  With TA of international partners | | December 2014 |  |
| 2.3. Develop information sharing and coordination mechanism among media agencies and local authorities on hydropower reservoir water discharge in flood/storm season. | | Ministry of Information and Communication in coordination with VTV & VOV and related provinces | | September 2014 |  |
| 2.4. Develop portal integrated system for disaster management connecting DMC/CCFSC websites with individual ministry information networks. | | MARD and concerned ministries | | December 2014 |  |
| 2.5. Make revision and amendment of regulation on establishment and operation of Natural Disaster Prevention and Control Fund (Decree 50/CP dated 15 July 1997). | | MoF in coordination with MARD | | March 2014 |  |
| 2.6 Develop mechanism of financial mobilization for implementation of CBDRM. | | MoF in coordination with MARD | | September 2014 |  |
| 2.7. Develop regulation on receiving, management and delivery of sponsored goods at local level | | Vietnam Red Cross in coordination with MoF | | September 2014 |  |
| **III. TECHNICAL CAPACITY** | | | | | |
| 3.1. Increase comparative knowledge and practice on DRR in the context of integration for central and provincial CFSC members and staff | | CCFSC in coordination with relevant ministries | | To be undertaken annually, from 2014 | Content to be designed for specific target groups |
| 3.2. Enhance technical knowledge for central and provincial CFSC staff on new disasters (earthquake, tsunami, sea water intrusion, etc.) and skills to respond to the new disasters | | CCFSC and PCFSC in coordination with Ministry of National Defense and Border Control Force  Contracting out to relevant training institutions/consulting firms  Training of trainers  Inclusion in C/PCFSC annual work plan | | To be undertaken annually, from 2014 |  |
| 3.3 Enhance capacity of central and provincial CFSC members on DRR program/project management and coordination | | CCFSC and PCFSC  Contracting out to relevant training institutions/consulting firms | | To be undertaken annually, from 2014 | Content to be defined for specific target groups |
| 3.4. Enhance capacity of CCFSC/PCFSC members and staff in result-based & participatory work planning and management with integration of CCA factors | | CCFSC and PCFSC Contracting out to relevant training institutions/consulting firms | | To be undertaken annually, from 2015 | Content to be defined for specific target groups |
| 3.5. Enhance capacity of CCFSC/PCFSC staff on information collecting and analysis to support planning and reporting work | | CCFSC and PCFSC  Contracting out to relevant training institutions/consulting firms | | To be undertaken annually, from 2015 | Content to be defined for specific target groups |
| 3.6.Enhance capacity of CCFSC/PCFSC staff on information, communication, and reporting in DRR management and operation work | | CCFSC and PCFSC  Contracting out to relevant training institutions/consulting firms | | To be undertaken annually, from 2015 | Content to be defined for specific target groups |
| 3.7. Enhance the capacity for CCFSC/PCFSC Staff on training and simulation organizing | | CCFSC and PCFSC  Contracting out to relevant training institutions/consulting firms | | To be undertaken annually, from 2015 | Content to be defined for specific target groups |
| 3.8. Develop a Natural Disaster Prevention and Control Dictionary | | DMC  Contracting out to relevant training institutions/consulting firms | | From 2015 - 2017 |  |
| 3.9. Increase the infrastructure and technical facilities for CCFSC and PCFSC in communication and management of DRR work | | CCFSC and PCFSC | | From 2014 | Content to be defined |

# ANNEX 1: Terms of Reference

**Consultancy service to undertake institutional capacity assessment of the Committees for Flood and Storm Control at national and provincial levels**

1. **BACKGROUND**

The United Nations Development Programme Country Office in Viet Nam is currently supporting the Ministry of Agriculture and Rural Development through Disaster Management Center of Water Resources Directorate (WRD) a second Phase project: ‘*Strengthening institutional capacity for disaster risk management in Viet Nam, including climate change related disasters for 2012-2016 period – SCDM’*.

The project aims to continue strengthen the institutional capacity of the Central Committee for Flood and Storm Control (CCFSC)[[9]](#footnote-10), MARD and partner organizations to ensure the successful implementation of the Government of Viet Nam (GoV) Community-Based Disaster Risk Management (CBDRM) Programme as well as continuing to address the institutional and technical gaps in disaster risk reduction (DRR) and climate change adaptation (CCA[[10]](#footnote-11)), primarily for enhanced humanitarian response and early recovery.

The project has three main specific outputs:

1. Enhanced national and sub-national institutional capacities of Central and Provincial Committees for Flood and Storm Control (C/CFSC) and main stakeholders to consolidate the disaster risk reduction (DRR) legislative, policy and strategic framework;
2. Improved capacity of the DMC and CCFSC to effectively and efficiently plan, implement, monitor and evaluate the CBDRM programme, ensuring gender sensitivity and participation of vulnerable groups (e.g. migrants, particular ethnic minorities, etc.), in both rural and urban areas;
3. Evidence-based action research on DRR and CCA utilized to improve policy and strategy and plans developed and implemented at national, regional and international level.

In order to enhance the professionalization and specialization of DRR and CCA experts in Vietnam as well as the effective structural arrangement to implement the Law for disaster preparedness and prevention and the National Disaster Prevention, Response and Mitigation to 2020, it is agreed that the project will support MARD to undertake a comprehensive assessment of the institutional capacity of the government agencies, particularly MARD and the C/CFSC members responsible for the Law and Strategy.

The assessment is expected to provide concrete recommendations and feasible plan of actions to MARD to utilize the SCDM support in strengthening the capacity of the current C/CFSC and/or its successive system following the recent approved law on disaster prevention and preparedness. Specifically, the assessment will focus on (i) the capacity of C/CFSC at national and provincial levels but inclusive of any necessary review and inclusion of feedbacks from grass root level and (ii) the particular provincial capacity to implement the national CBDRM Programme.

In support to the implementation of this assessment, the SCDM Project is calling for a consultancy service of 3 national experts to support CCFSC and DMC to undertake the institutional capacity assessment.

1. **OBJECTIVE OF THE ASSIGNMENT**

The main objective of this assignment is to conduct an institutional capacity assessment of CCFSC at the central level and CFSC at the provincial level to provide concrete recommendations and feasible plan of actions to MARD in strengthening the capacity of the CFSC system to embrace a comprehensive disaster risk management approach following the law and as part of the priority action in the national strategy until 2020.

**Specific objectives**

Specifically, the consultants will work collectively to achieve the followings:

* Participatory develop and finalize a relevant methodology for institutional capacity assessment of C/CFSC based on UNDP’s standard capacity assessment methodology and tools, and Strengthening Capacities for Disaster Risk Reduction: A Primer[[11]](#footnote-12);
* Conduct an assessment of institutional capacities of CCFSC at the national level including DMC and CFSC in selected high-risk provinces to identify areas of capacity gaps and formulate a national plan of action for capacity development response on institutional capacity of DRR and CCA in Vietnam, including specific and feasible capacity development targets and related policy recommendations as part of the implementation of the national strategy until 2020;
* Provide specific set of prioritized actions, methods and targets for capacity development for the C/CFSCs in implementing CBDRM program until 2020;
* Recommend a list of actions for SCDM 2 project support to the above national plan for capacity development on DRR and CCA in Vietnam.

1. **DELIVERABLES**

The consulting team is expected to deliver the following outputs:

* A detail work plan for implementing this assignment developed and submitted to the PMU;
* A feasible and practical capacity assessment methodology of CCFSC and CFSC on DRR/CCA developed and participatory agreed;
* Conduct an assessment of institutional capacities of CCFSC at the national level including DMC and CFSC in selected high-risk provinces to identify areas of capacity gaps and formulate a national plan of action for capacity development response on institutional capacity of DRR and CCA in Vietnam, including specific and feasible capacity development targets and related policy recommendations as part of the implementation of the national strategy until 2020;
* A draft capacity assessment report that analyzes:

1. Context of the assessment
2. Stakeholder mapping and analysis
3. Current capacities CCFSC and CFSC in comparison to existing legal framework, institutional and organizational setting, and human resources policies;
4. Desired levels of future capacities for C/CFSC by 2020 to fulfill their mandates by Law and strategies.
5. An overall roadmap, strategies and prioritized plan of actions for capacity development on DRR and CCA in Vietnam (including targets, monitoring, review and evaluation)
6. A set of policy recommendations for institutional capacity development on DRR and CCA.

* Presentations of results at relevant technical discussions and consultants; 01 presentation/discussion paper at high-level policy dialogue with MARD, UNDP and donors
* Provide specific set of prioritized actions, methods and targets for capacity development for the C/CFSCs in implementing CBDRM program until 2020
* Recommend a list of actions for SCDM 2 project support to the above national plan for capacity development on DRR and CCA in Vietnam
* A **results/M&E framework** for the capacity development plan, specifying how the proposed capacity development interventions and activities will contribute to changes in capacity at the output (systems and processes), outcome (institutional performance), and impact (development results) levels. This M&E framework should refer to the methodology outlined in the UNDP methodology for measuring changes in capacity.[[12]](#footnote-13)
* A final capacity assessment report, capacity development plan, and results/M&E framework for the CD plan, containing completed parts above.

1. **SCOPE**

The assessment will be carried out following a participatory built-in methodology development process, taking into account the similar experience from the region and UNDP recommended analytical framework.

1. The assessment, from the start of methodology design until the interpretation of results, ***will be conducted with*** the strong engagement of:

* CCFSC representation including the Standing Office located in the Department of Dyke Management and F*lood and Storm Control and DMC;*
* CFSC at provincial, district and communal levels in six provinces;

1. Other DRR and CCA stakeholders and capacity builders, including academies, international donor agencies, mass organization, private sector, L/INGOs from DMWG and JANI network, particularly in the areas of collaboration with the C/CFSC.
2. The assessment must include an elaborated analysis on the current capacity dimensions of C/CFSC system as well as its equivalent/respective new system by the Law on disaster preparedness and prevention (particularly when it comes into effect in May 2014). These will be considered as the benchmarks for capacity development roadmap on DRR and CCA in Vietnam with the vision until 2020, following the national strategy and action plan timeframe.
3. The capacity assessment will analyse the gaps in the current capacities (at all three levels) of C/CFSC as a key organization relating implement the DRR/CCA activities in Vietnam as per the national strategy and Law. It must examine the underlying factors and conditions that cause those gaps and options to addresses and fulfill those capacity gaps.
4. The capacity assessment is defined, but not limit to, the technical and functional capacity[[13]](#footnote-14) of the C/CFSC (as its expected capacity by Law) of the respective levels/aspects:
   * + *Review enabling environment (institutional level)* of DRR/CCA related legal documents, policies, norms and practices; these include the levels of cooperation and influencing powers of stakeholders and their associated mechanisms to govern the DRR and CCA activities from local to central levels.
     + *Review existing organizational setting (organizational level)* of the C/CFSC internal organization/arrangement. These include their structures, policies, and processes to perform their mandates, functions, roles and responsibilities effectively in related to DRR and CCA services. This also requires inclusion of analysis on the expanded/upgraded mandates, functions, and areas of roles and responsibility of each of the organization in an equivalent system as newly stipulated in the law for disaster preparedness and prevention. The review should particular look into four core issues that commonly encountered across the organization: (i) leadership, (ii) internal institutional arrangement (policies, rules and norms, particularly in decision making processes), (iii) knowledge and internal learning process, and (iv) the accountability mechanism of the organization in performing their roles in DRR and CCA.
     + *Review human resources (individual level)* of representative individuals, including their skills, experiences and knowledge. The assessment must capture the level technical and functional capacities of the representative individuals, their time (fulltime or part time) and substantive specialization for performing DRR CCA related assignments, and their influencing roles and contribution to the organization mandates/functions above.

The capacity assessment will be conducted together with **cross-cutting issues** such as **participatory, gender equality, culturally appropriate, and right based issues**.

1. The assessment shall define the future desired capacity needs and level of future capacity of CCFSC, DMC and CFSC;
2. The analysis of capacity gaps and capacity development needs will lead to the recommendation of a Capacity Development Strategy/Plan.
3. **METHODOLOGY**
4. The consulting firm shall work closely with designated persons of DMC/PMU, UNDP Vietnam and UNDP regional office during the implementation of this assignment;
5. The consultant team must take into account the analysis of different reports, assessments and studies in related to institutional capacities assessment for DRR and CCA in Vietnam. Documents for reviewing are elaborated in the part XI;
6. The consultant team must adapt the UNDP’s global standard capacity assessment and tools to apply in the context of DRR/CCA of Vietnam.
7. **TASKS AND ACTIVITIES**

In order to achieve objectives and requirements above, the consultant team is expected to engage in the following activities with the support and guidance of the both national and international Advisers and in consultation with the MARD/DMC and the UNDP Country Office:

**Conceptualization and scoping**

* Work with DMC& CCFSC standing office, UNDP and PMU to clarify needs, expectations and scopes of the assignments;
* Identify, collect and review related key documents and literatures relating to the DRR/CCA.
* Conduct a DRR and CCA stakeholder analysis (governmental agencies at national and sub-national level, national assembly committee for science, technology and environment, academic bodies, institutes, private sectors I/NGOs, Red Cross, Women Union, Fatherland Front, donors, UN agencies, etc.);
* Develop a draft feasible DRR/CCA capacity assessment methodology and implementation plan to present at a technical meeting and multi-stakeholder consultation workshop (with UNDP and DMC facilitation) for comments, and then finalize the methodology. It is recommended that the methodology draws from UNDP’s available tools and methodology for Capacity Development, Capacity Assessment, and Capacity Measurement, as well as thematically specific guidance on “Capacity Development for DRR”;
* Identify and analyze existing institutional/organizational strategy documents of the key organizations (including CCFSC and CFSC, DRC, MARD) to which the Capacity Development Plan (and M&E framework) can be aligned.

**Carry out the capacity assessment**

* Undertake a participatory capacity assessment using the agreed methodology and work plan focusing on key issues as tentatively outlined in the scope of assignment above. This should include meetings and interviews with CCFSC and relevant stakeholders at national level and CFSC at sub-national level in six provinces (to be selected in consultation with CCFSC Standing office/DMC and UNDP); the assessment will be implemented under the supervision and participation of DMC and CCFSC focal points for this assessment
* Conduct debriefing meetings to explain to stakeholders at the central level and in each province about findings of capacity assessment; these debriefing meetings should present initial findings, as well as initial recommendations for CD response strategies. The debriefings should be organized such that they provide an opportunity for forward-planning on implementation of the eventual CD plan, and should seek to generate commitment from relevant stakeholder groups on contributing to implementation of the CD plan.

**Prepare capacity assessment report and capacity development plan (with M&E framework)**

* Input data and information collected from the interview for analysis and preparation of a first draft capacity assessment report;
* Present the first draft documents to PMU, DMC and UNDP in a technical meeting to discuss results/findings of capacity assessment report;
* Review previous training needs assessment of the 1st phase SCDM project and combine with the results of capacity assessment to develop a capacity development plan with a capacity framework proposed;
* Present the capacity development plan and the capacity framework in a consultation workshop for discussion and comments;
* Finalize the capacity assessment report, the capacity development plan and the capacity framework based on comments and suggestion from the technical meeting/consultation workshop. It is *i*mportant that the CD Plan (and M&E framework) should be aligned with- and ideally embedded within- existing strategies of the institutions being assessed; they should not be standalone Throughout the capacity assessment process, the team facilitating the capacity assessment will be expected to identify opportunities for this alignment, and to negotiate with the leadership of the institutions to ensure ownership of this process, and eventual endorsement of the CD plan as part of the institutions’ regular annual and multi-year strategies and workplans.

1. **IMPLEMENTATION PLAN**

The consultants are expected to deliver tasks and expected outputs within the time frame given below:

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| **No.** | **Task** | **Output and Milestones** | **Delivery date** |
| 1 | * Work with DMC & CCFSC standing office, UNDP and PMU to clarify needs, expectations and scopes of the assignments; * Identify, collect and review related key documents and literatures relating to the DRR/CCA. * Conduct a DRR and CCA stakeholder analysis (governmental agencies at national and sub-national level, academic bodies, institutes, private sectors I/NGOs, Red Cross, Women Union, Fatherland Front, donors, UN agencies, etc.); | The first report (5-7 pages) containing a detail work plan for implementing this assignment, a map and analysis of stakeholders and their influencing power relationship and a list of reference documents developed and submitted to PMU  **Milestone 1** | 05 days after signing the contract |
| 2 | * Review capacity assessment methodologies and develop a feasible DRR/CCA capacity assessment methodology and questionnaire. * Present the developed capacity assessment methodology to DMC, PMU and UNDP at technical meeting to obtain comments. * Consult with multi-stakeholders to present the process and consultation for finalizing the methodology * Finalize the methodology and questionnaire. * Develop a full report outline to agree before undertaking assessment. | A second report covering results of reviewing capacity assessment methodologies, a feasible and practical capacity assessment methodology of CCFSC, DMC and CFSC on DRR/CCA, questionnaire and outline of the capacity assessment report developed, submitted to PMU  **Milestone 2** | 15 days after the first report submitted and agreed |
| 3 | * Bilateral consultation with national stakeholders * Undertake capacity assessment of CCFSC at the central level and of CFSC in six provinces at provincial, district and commune levels. * Conduct debriefing meetings to explain to stakeholders at the central level and in each province about findings of capacity assessment. * Analyze collected information and findings, and draft report in English and Vietnamese. * Present the initial draft report of capacity assessment of C/CFSC to DMC, Standing office of CCFSC, PMU and UNDP for giving comments in a technical meeting. | A draft capacity assessment report that reveals findings of institutional, organizational, and human resources capacity assessment; and analyzes desired future capacities of CCFSC and CFSC against their current capacities to identify capacity gaps and strengths and weaknesses.  **Milestone 3** | 40 days after the second report agreed |
| 4 | * Analyze key strategies, targets and national plan of action for capacity development on DRR and CCA for the C/CFSC. * Present a capacity development plan and capacity framework to DMC, CCFSC standing office, PMU and UNDP. * Present the findings at the broader consultation workshop with C/CFSC representatives with UNDP and DMC/CFSC facilitation | A capacity development plan including capacity framework for CCFSC and CFSC on DRR/CCA developed and agreed  **Milestone 4** | 07 days |
| 5 | * Revise the draft capacity assessment report, the capacity development plan based on comments and feedback from meetings and consultation workshop | The draft capacity assessment report, the capacity development plan are revised and submitted to PMU for agreement  **Milestone 5** | 04 days after the consultation workshop |
| 6 | * Combine sections, finalize report and translate it into Vietnamese. | A final comprehensive capacity assessment and development report completed and submitted to PMU.  **Milestone 6** | 10 days after the revised capacity assessment report agreed |

1. **REPORTING**

The consulting firm will be responsible to the SCDM-II Project Director for the delivery of this assignment.

The firm will be supervised by the National Project Manager with technical support from the National Technical Adviser, CCFSC focal person for this assessment, UNDP regional advisor on DRR, UNDP International Technical Specialist, UNDP Programme Officer and National Project Officer;

The consulting service must ensure that all outputs delivered in **both English and Vietnamese** and in a timely manner.

1. **REFERENCE DOCUMENTS**

* UNDP (2007). Capacity Assessment Methodology: User’s Guide.
* UNDP (2008). Capacity Assessment Practice Note.
* UNDP (2011). Strengthening capacities for Disaster Risk Reduction: A Primer.

**Documents for literature review**: The followings are suggested reference documents, but not limited to, for reviewing:

* + - Nguyen Van Le, and Bach Tan Sinh (2004), Institutional capacity assessment on disaster risk management in Vietnam, MARD-UNDP VIE 01-014 Project Report
* DMC (2010). Report on training needs assessment for natural disaster risk management. SCDM-I project.
* VIWRR (2011). Report on institutional capacity development for natural disaster risk management in Vietnam. SCDM-I project.
  + - Vietnam reports to Hyogo Framework.
    - Government of Vietnam (2013). The Law on disaster preparedness and prevention.

# ANNEX 2: List of reviewed documents

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| --- | --- |
| **Category** | **Document** |
| Government Law and regulatory document | * Law on Natural Disaster Prevention and Control (2013) * Decree No. 14/2010/ND-CP * Ordinance on Flood, Storm Control 1993 |
| National Strategy/Programme | * National Strategy for Natural Disaster Prevention, Response and Mitigation to 2020 (2007) * Action Plan for the Implementation of the National Strategy for Natural Disaster Prevention, Response and Mitigation (2009) * Government Program on Community Awareness Raising and Community Based Disaster Risk Management (CBDRM) to 2020 |
| MARD and CCFSC Report | * Vietnam report to Hyogo Framework 2012 * Institutional capacity assessment on disaster risk management in Vietnam - Project Report (2004) * Stock taking of a 5-year implementation of the National Strategy for Natural Disaster Prevention, Response and Mitigation to 2020 * Drafted Decree on detailing some provisions of Law on Natural Disaster Prevention and Control * Report on DRR work (Voice of Vietnam) |
| UNDP Project Report | * Report on training needs assessment for natural disaster risk management - SCDM-I project (2010) * Report on institutional capacity development for natural disaster risk management in Vietnam - SCDM-I project (2011). |

# ANNEX 3: List of interviewees

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| **Name** | **Position** | **Agency** |
| ***Members of CCFSC*** | | |
| 1. Tran Hong Ha | Vice Minister | Ministry of Natural Resources and Environment |
| 2. Nguyen Trong Dam | Vice Minister | Ministry of Labor – Invalids – Social Affairs |
| 3. Truong Tan Vien | Vice Minister | Ministry of Transportation |
| 4. Bui Pham Khanh | Vice Minister | Ministry of Construction |
| 5. Doan Van Thai | Vice Chairman | Vietnam Red Cross |
| 6. Vu Hai | Deputy General Director | Voice of Vietnam |
| ***Member of Committee for Flood, Storm Control and Search Rescue of Ministry*** | | |
| 1. Le Van Minh | Principal Expert | Department of Agricultural Economics  Ministry of Investment and Planning |
| 2. Nguyen Hoang Huyen | Head | Steering Committee for Flood, Storm Control and Search Rescue  Ministry of Transport |
| 3. Ngo Van Hung | Expert |
| 4. Mr. Son | Head | Office of Information Licensing  Telecommunication Department  Committee for Flood, Storm Control  Ministry of Information and Communication |
| 5. Vu Huy Cuong | Expert |
| 6. Nguyen Huu Thang | Head | Department of Social Affairs  Vietnam Red Cross |
| ***Members of Provincial Committee for Flood, Storm Control and Search Rescue*** | | |
| 1. Pham Duc Dung | Deputy Head | Standing Office of Provincial Committee for Flood, Storm Control of Lao Cai |
| 2. Vu Xuan Tinh | Deputy Head | Standing Office of Provincial Committee for Flood, Storm Control of Lai Chau |
| 3. Dang Van Hoa | Head | Standing Office of Provincial Committee for Flood, Storm Control of Thua Thien Hue |
| 4. Nguyen Hoai Phuong | Deputy Director | Division of Irrigation and Flood, Storm Control, DARD, Quang Nam Province |
| 5. Nguyen Khanh Hoan | Director | Division of Irrigation and Flood, Storm Control, DARD, Ben Tre Province  Provincial Committee for Flood, Storm Control and Search Rescue |
| 6. Nguyen Van Doan | Chief | Office of Dyke Management and Flood, Storm Control, DARD, Ben Tre Province |
| 7. Vuong Huu Tien | Director | Division of Irrigation and Flood, Storm Control, DARD, An Giang Province |

1. Summary report of CCFSC Standing Office [↑](#footnote-ref-2)
2. Law No. 33/2013/QH13 [↑](#footnote-ref-3)
3. Article 34 of the Ordinance provides that the Prime Minister sets up the Central Committee for Flood and Storm Control and provides for the organization, tasks and powers of the Central Committee. Therefore, the primary aim of the Central Committee is to manage the flood and storm (10 types governed by the Ordinance). However, in Decree No. 14/2010/NĐ-CP, tasks and coordination mechanism of the CCFSC and other committees of localities, ministries and departments, are extended to management on **natural disasters** (Article 1), which cover 13 different types of natural hazards (Article 3), including earthquake and tsunami [↑](#footnote-ref-4)
4. “Four on the spot” includes command on the spot, man-power on the spot, materials on the spot, and logistics on the spot. [↑](#footnote-ref-5)
5. [↑](#footnote-ref-6)
6. Impact Assessment Report for the Workshop on Drafting the Decree regulating some articles of Law on Natural Disaster Prevention and Control [↑](#footnote-ref-7)
7. National Report on the progress of the Hyogo Action Framework - period 2009-2011 [↑](#footnote-ref-8)
8. Decree 14 [↑](#footnote-ref-9)
9. Following the newly approved law on disaster preparedness and prevention in Jun 2013, the C/CFSC will be replaced by the Central/Provincial Committee for Disaster Preparedness and Prevention. As such, the assessment will need to take into account both current and potential new members of this committee. [↑](#footnote-ref-10)
10. While the C/CFSC system is officially mandate for responding to natural disasters (here in after called DRR – disaster risk reduction), the inclusion of climate change adaption (CCA) next to DRR is obvious and necessary to ensure the overall country strategy on climate changes where MARD is among the two core ministries. Specifically in Vietnam context, there is a very strong convergence of DRR and CCA issues and as such, the two should be integral in this assessment. [↑](#footnote-ref-11)
11. <http://asia-pacific.undp.org/practices/cpr/rcpr/drr-primer/index.html> [↑](#footnote-ref-12)
12. See the publication “Measuring Capacity” (2010), available here: <http://www.undp.org/content/undp/en/home/librarypage/capacity-building.html> [↑](#footnote-ref-13)
13. Technical capacities associate with particular areas of professional expertise or knowledge; Functional capacities associate with sets if skills for planning, implementation, coordination, monitoring and evaluation. See further at page 8-9 of Primer Book: Strengthening capacities for disaster risk reduction (UNDP 2011) [↑](#footnote-ref-14)