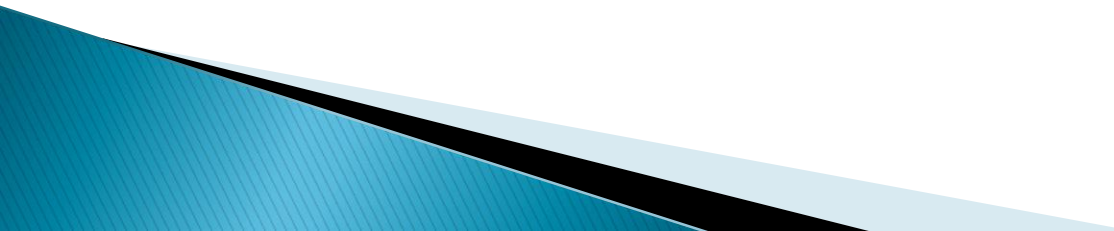


# *Mandate*

***Implement DRR Policies and Programmes in line with GNH values & principles to ensure a safer atmosphere for Schools by training staff and students on School Based Disaster Preparedness.***



## ***GNH Committee:***

### ***i. Before***

- ▶ Identify Core Task Group / Chairperson/Member Secretary
- ▶ Define roles & responsibilities of Core Task Group members

### ***ii. During***

- ▶ Advise Core Task Group in their responses during emergency
- ▶ Give directions to any department of the ministry/agencies regarding actions to be taken in response to any emergency
- ▶ Ensure active participation of all departments/agencies during all phases of emergency

### ***iii. After***

- ▶ Submit reports as required to NDMA

## *CoreTask Group :*

### **i. Before**

- ▶ Identify Disaster Focal Point
- ▶ Work out means of communication, protocols for communication and reporting/ information collection formats
- ▶ Train Focal Points in the communication flow and information collection forms
- ▶ Frame ToR with Lead Agencies and other Implementing Partners
- ▶ List the capacities of each agency
- ▶ Stockpile critical emergency items
- ▶ Train IPs at Ministry, Dzongkhag Education, School and Community levels

### **ii. During**

- ▶ Establish contact with the Dzongkhag Education Disaster Focal Points/School Disaster Focal Points/Principals
- ▶ Collect and compile information for decision making (if smaller events) or for submission to GNHC through Chairperson (in case of bigger events) within \_\_\_\_\_hrs/days
- ▶ Maintain updated information
- ▶ Direct Dzongkhag on response and immediate recovery decisions
- ▶ Coordinate and activate donor agencies/IPs

### **iii. After**

- ▶ Submit reports as required to GNHC through chairperson
- ▶ Review information, communication flow and update/ fine tune regularly

# *Dzongkhag Education Disaster Committee*

## **i. *Before***

- ▶ Identify Disaster Focal Point
- ▶ Establish link with Core Task Group / MoE Disaster Focal Point / School Disaster Committees
- ▶ Identify means of communication
- ▶ Familiarize with the information format / requirement

## **ii. *During***

- ▶ Establish contact with School Disaster Focal Points
- ▶ Collect and compile information, as required
- ▶ Submit information within \_\_\_\_\_ hours/ days to the Core Task Group / MoE Focal Point
- ▶ Maintain updated information

## **iii. *After***

- ▶ Submit reports as required to Core Task Group / MoE Disaster Focal Point
- ▶ In case of a major disaster, support the Bhutan Disaster Assessment process

# *School Disaster Committee*

## **i. *Before***

- ▶ Identify School Disaster Focal Point
- ▶ Establish linkage with Disaster Focal Points of Dzongkhag/Thromde/MoE level
- ▶ Identify means of communication
- ▶ Familiarize with the information format / requirement

## **ii. *During***

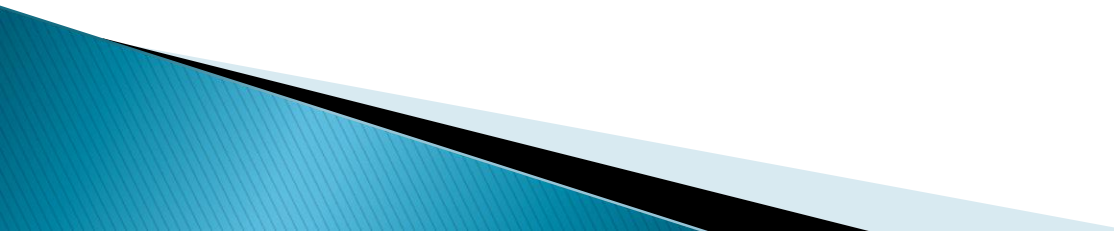
- ▶ Report within \_\_\_\_\_hrs. to the Dzongkhag/Thromde Education Disaster Focal Point/ Core Task Group Focal Point as per information format requirement
- ▶ Maintain communication flow/linkage with Dzongkhag/Thromde Education Disaster Committee)/Core Task Group
- ▶ Maintain updated information

## **iii. *After***

- ▶ Submit report as required to Dzongkhag /Thromde Education Disaster Committee/Core Task Group
- ▶ keep updating on the latest happenings to Dzongkhag/Thromde/ Core Task Group


## Standard Operating Procedures (S.O.P)

*In the event of a disaster, GNHC shall;*

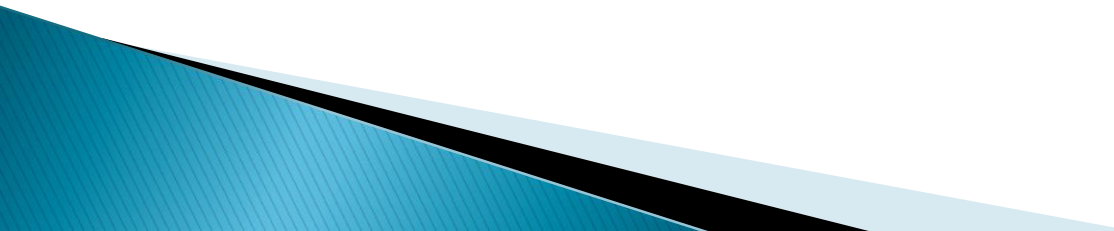
1. Advise Core Task Group in their responses during emergency
  2. Give directions to any department of the ministry/agencies regarding actions to be taken in response to any emergency
  3. Ensure active participation of all departments/agencies during all phases of emergency
- 

# *CoreTask Group*

*In the event of a disaster the Core Task Group shall;*

1. Brief GNHC on the latest stand of situation
  2. Contact DDM/NDMA to advise on regional request for assistance
  3. Direct various levels on response and immediate recovery decisions
  4. Issue coordinated information releases in accordance with pre-established procedures to Media and donor agencies
  5. Identify and request needed resources
- 

Cont...

6. Identify and initiate mitigation works required
  7. Review information compiled to make decision regarding response/ immediate recovery
  8. Submit reports as required to the GNHC
  9. Review information/ communication flow and update/ fine tune regularly
- 



# Dzongkhag Education Disaster Committee


*In the event of a disaster the DEO/Dzongkhag Education Disaster Committee shall;*

1. Inform the Core Task Group / MoE Focal Point for information and directives
2. Activate the Dzongkhag Disaster Committee
3. Activate the Search and Rescue (SAR) members for mobilization and rapid response with safety measures in place
4. Assess need and plan for operation
5. Monitor situation in the field
6. Compile report on incident and assess response as soon as possible after an emergency and report to Working Task Group / MoE Focal Point
7. Issue timely coordinated information releases in accordance with pre-established procedures to the media including a school/public safety advisory on preparedness and precautions information in accordance with pre-established procedures
8. Evaluate the entire operation procedures

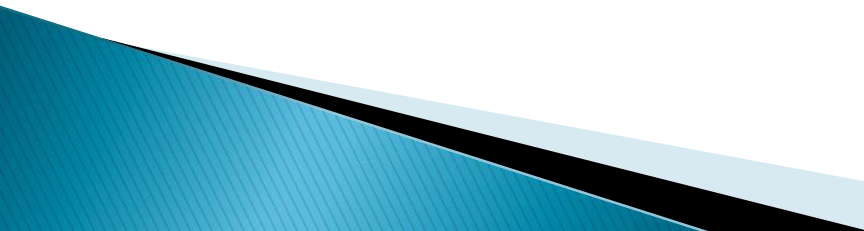
# School Disaster Committee

(The principle of Incident Command System (ICS) should be applied for effective operation)

*In the event of a disaster, Principal/School Disaster Focal Point/Leader of School Disaster Response Team shall;*

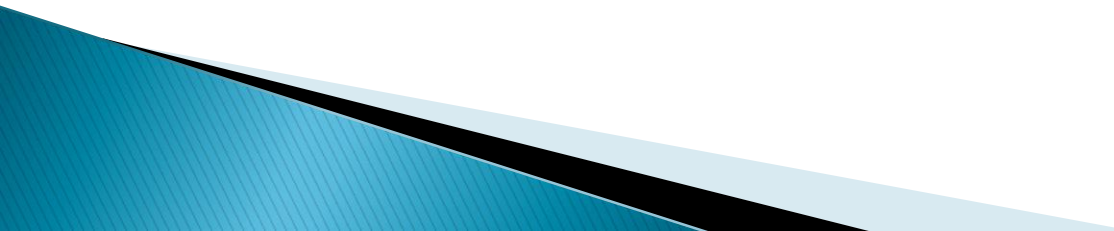
1. Inform the Dzongkhag Education Disaster Focal Point/MoE Focal Point for information and directives
  2. Activate the School Disaster Committee /Teams
  3. Activate the Search and Rescue (SAR) & First Aid members for mobilization and rapid response
  4. Secure the disaster sites and create safe working area. Evaluate hazard and risk involved in the operation and instruct safety measures accordingly
- 

# Cont...

5. Assess need and plan for operation
  6. Monitor situation in the field
  7. Compile report on incident and assess response as soon as possible after an emergency
  8. Rescuers shall evacuate the causality and handover to ambulance for evacuation to nearby hospital/BHU
  9. Evaluate the entire operation procedures
- 

# TOR for Cluster Leads

*Save the Children and UNICEF have agreed to take on a joint lead role in the education cluster at Global and National level.*

- ▶ Key partners
  - ▶ Coordination
  - ▶ Planning and strategy
  - ▶ Setting standards
  - ▶ Monitoring and reporting
  - ▶ Advocacy and resource mobilization
  - ▶ Training and capacity building
  - ▶ Provider of last resort
- 

# Implementing Partners:

1. Department of Disaster Management, MoHCA
  2. UNICEF
  3. Save the Children
  4. Asian Development Bank
  5. GeoHazards International, Country Office, T/Phu
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