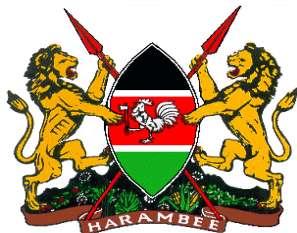


REPUBLIC OF KENYA



Office of the President

Ministry of State for Special Programmes (MSSP)
and
Ministry of Provincial Administration and Internal Security -
National Disaster Operation Centre (NDOC)

NATIONAL DISASTER RESPONSE PLAN

2009

AUTHORITY FOR PLANNING AND AUTHORIZATION OF THE PLAN

Approval of the Plan

This Plan
has been prepared with the recognition to have a coordinated approach to
disaster preparedness for response; in accordance to the ministries
mandates as per Presidential Circular No. 1 of May 2008

This Plan has been prepared with input and joint effort of the Ministry of
State for Special Programmes (MSSP), Ministry of Provincial Administration
and Internal Security- National Disaster Operation Centre (NDOC),
Government Ministries, I/NGOs, UN Agencies.

The Plan is recommended for approval as a National working live document.

This plan is approved by the
Signed

Date/...../.....

Hon. Dr. Naomi Namsi Shaban, EGH, MP
Ministry of State for Special Programmes.

Signed

Date/...../.....

Hon.Prof.George Saitoti, EGH, MP

Ministry of Provincial Administration and Internal Security

PREFACE

A disaster-emergency condition due to the forces of nature or human intervention or to both, generates extensive damage and destruction to life or property; is accompanied by extensive social and physical disruption and overwhelms the resources of the affected community or country to provide a timely and effective response to meet the needs of the situation. The emergency aspect of such an event requires immediate attention to alleviate threats to life, pain, distress, anxiety and the destruction to the environment.

This Plan gives appropriate guidelines for coordination and response to all types of disasters / Emergencies. It is expected that provinces and districts will use the plan to develop and implement their own hazard specific plans and train the relevant personnel.

The plan was developed through a consultative process among the stakeholders from the Government Ministries, UN agencies, I/NGOs, World Vision, the Kenya Red Cross and other Humanitarian partners.

This plan recognizes the lead role of the Kenya Government coordinating disaster preparedness and response. The plan seeks to build upon, streamlining and strengthening the already existing coordination structures in Kenya. The plan recognizes the use of internationally recognized tools and procedures in disaster response. The plan builds upon the Humanitarian Code of Conduct and Charter and the Sphere Standards. The plan aims to strengthen disaster preparedness for effective response at all levels and thus contributing to the implementation of the Hyogo Framework for Action that seeks to build the resilience of nations and communities to disasters.

This plan shall be revised accordingly with lessons learnt and good practices documented. Simulation exercises shall be conducted to test the plan where necessary to prove the plan's effectiveness.

The Ministry of State for Special Programmes (MSSP) and the Provincial Administration and Internal Security, National Disaster Operation Centre (NDOC) acknowledges the technical support of United Nations Office for the Coordination of Humanitarian Affairs (UNOCHA), UN Agencies, Kenya Red Cross Society, World Vision and other partners in the development of this plan.

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Distribution List

1. Ministry of State for Special Programmes
2. Provincial Administration & Internal Security
3. All Permanent Secretaries
4. Chief of General Staff
5. National Disaster Operation Centre
6. KFSSG/KFSM Members
7. All Provincial Commissioners
8. All District Commissioners
9. Attorney General
10. All Commanders of Disciplined Forces
11. Local Authorities
12. Fire Brigades
13. Kenya Wildlife Service (KWS)
14. Public Libraries
15. All UN Agencies in Kenya
16. All Embassies and High Commissions to Kenya
17. Ambulance Services
18. Kenya Red Cross Society
19. All Major Hospitals
20. Kenya Meteorological Department
21. Department of Mines and Geology
22. Kenya Pipeline Company Limited
23. All Universities and Relevant Teaching/Research Institutions
24. Relevant NGOs
25. Kenya Airport Authority
26. Kenya Civil Aviation Authority
27. Kenya Ports Authority
28. National Platform for Disaster Risk Reduction
29. Government Spokesman
30. Relevant Departments / Parastatals / Regional Development Authorities

Availability and distribution of this plan is the responsibility of the Ministry of State for Special Programmes and National Disaster Operations Centre whose contact address is:

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Additional copies are available in the public libraries and institutions for public information. This plan is available for viewing at the National Disaster Management Authority website at: <http://www.sprogrammes.co.ke>, or <http://www.noc.co.ke>

List of Acronyms

AA	Assembly Area
AAR	Africa Air Rescue
ALO	Administration and Logistic Officer
AMREF	African Medical Research Foundation
AU	African Union
CBOs	Community Based Organizations
CDC	Centre for Disease Control
CDO	Chief Disaster Officer
CSOs	Civil Society Organizations
DANA	Damage Assessment and Needs Analysis
DC	District Commissioner
DDAR	Disaster Damage Assessment Report
DDC	District Development / Disaster Committee
DMO	Drought Monitoring Officer
DO	District Officer
DOC	Disaster Operations Officer
DRM	Disaster Risk Management
DRR	Disaster Reconnaissance Report
DRR	Disaster Risk Reduction
DRU	Disaster Response Unit
DSCC	Disaster Site Co-ordination Committee
DSG	District Steering Group
DSSMO	Disaster Site Senior Medical Officer
DSSO	Disaster Site Security Officer.
EAC	East African Community
EAS	Emergency Alert System
EMS	Emergency Medical Service
EOC	Emergency Operations Centre
FAO	Food and Agriculture Organization
FBOs	Faith Based Organizations
GIS	Geographical Information Systems
HFA	Hyogo Framework for Action 2005-2015
HME	Heavy Mechanical Equipment
ICRC:	International Committee of the Red Cross
IFRC:	International Federation of Red Cross and Red Crescent Societies
IGAD	Inter-Governmental Agency for Development
JIC	Joint Information Centre
JOC	Joint Operations Centre
KAA	Kenya Airports Authority
KEBS	Kenya Bureau of Standards
KEMRI	Kenya Medical Research Institute
KFSM	Kenya Food Security Meeting
KFSSG	Kenya Food Security Steering Group
KIA	Kenya Institute of Administration
KPA	Kenya Ports Authority
KPC	Kenya Pipeline Company
KWS	Kenya Wildlife Service

MOA	Ministry of Agriculture
MOMS	Ministry of Medical Services
MOPH&S	Ministry of Public Health and Sanitation
MOL&S	Ministry of Lands & Settlements
MOLD&F	Ministry of Livestock Development and Fisheries
MOW&I	Ministry of Water and Irrigation
MSSP	Ministry of State for Special Programmes
NADA	Needs Analysis and Damage Assessment
NDCC	National Disaster Coordination Committee
NDEC	National Disaster Executive Committee
NDERP	National Disaster Emergency Response Plan
NDMF	National Disaster Management Fund
NDOC	National Disaster Operations Centre
NDSOP	National Disaster Standard Operating Procedures
NESPAK	National Engineering Services of Pakistan
NGOs	Non-governmental Organizations
OJT	On Job Training
OP	Office of the President
PA & IS	Provincial Administration & Internal Security
PC	Provincial Commissioner
PDAR	Post Disaster Action Report
PMLO	Protocol Media Liaison Officer
RSC	Response Support Centre
SAR	Search and Rescue
SITREP	Situation Report
SOPs:	Standard Operating Procedures
UN - OCHA	UN - Office for the Coordination of Humanitarian Affairs
UN	United Nations
UNDP	United Nations Development Programme
UNHCR	United Nations High Commission for Refugees
UNICEF	United Nations Children's Fund
UN-ISDR	UN - International Strategy for Disaster Reduction
VAM	Vulnerability Analysis and Mapping
WESCORD	Water, Environment and Sanitation Coordination
WFP	World Food Programme
WHO	World Health Organization
WWF	World Wide Fund for Nature

Preamble

Kenya's disaster profile is dominated by droughts, fires, floods, technological accidents, diseases and epidemics that disrupt people's livelihoods, destroy the infrastructure, divert planned use of resources, interrupt economic activities and retard development. In the pursuit of effective and timely response to disasters, the Government through the Ministry of State for Special Programmes and National Disaster Operations Centre - Ministry of State for Provincial Administration and Internal Security has formulated this National Disaster Response Plan.

This plan seeks to advance the activities that fall under Priority Area Number Five of the Hyogo Framework for Action 2005-2015, which seeks, to "building the resilience of nations and communities to disasters" by strengthening disaster preparedness for effective response at all levels.

This plan serves to confirm the arrangements in Kenya to effectively address disaster response issues in order to lessen the impact of the disasters once they occur.

The responsibility for the implementation of the plan is that of the Ministry for State for Special Programmes in conjunction with National Disaster Operation Centre. There will be an established system providing operational concepts and procedures associated with day-to-day operational response to emergencies by respective departments when disaster strikes. This will contain hazard specific and departmental or thematic contingency plans and emergency procedures in the event of a disaster, providing for:-

- The allocation of responsibilities to the various role players and coordination in the carrying out of those responsibilities;
- Effective early warning linked to early response and relief;
- Early recovery linked to longer-term development after disaster.

Aim

The Aim of this Plan is to establish an understanding of the structure and operating procedures for addressing all aspects of disaster preparedness and response in Kenya. This plan seeks to ensure that disaster preparedness for response is carried in a coordinated and collaborative manner, ensuring the greatest protection of life, property, health and environment.

Scope of the Plan

- The Plan is the operating instructions for Ministry of State for Special Programmes, Ministry of State for Provincial Administration -National Disaster Operations Centre - government departments and other collaborating partners countrywide.
- The Plan addresses all natural and some man-made hazards to which the country is exposed and builds upon the existence of departmental and hazard specific disaster response and contingency plans.

- The Plan addresses disaster-management functions for which MSSP and NDOC has primary coordination responsibility e.g. Relief, Shelters, Provincial / District Emergency Operation Centre, Damage Assessment and Needs Analysis.

Execution

The Permanent Secretary, MSSP is authorized to mobilize any portion of this Plan to reduce against, or respond to and recover from the effects of disasters, emergencies or the imminent threat of a disaster emergency. This Plan shall become automatically operational upon a declaration of a disaster or major emergency or as the situation, conditions or needs may dictate. In the implementation of this plan, NDOC shall act as the operational arm/secretariat of MSSP..

Planning Assumptions

- a. A disaster or emergency may occur with little or no warning and may cause a large number of casualties with widespread damage and disruption.
- b. Government Agencies, Humanitarian organizations, I/NGOs, CBOs/CSOs, FBOs, Volunteers and the private sector may need to respond on short notice to provide timely and effective assistance to the State.
- c. Government agencies and other collaborating stakeholders will support the overall Concept of Operations of the SOP and will carry out their functional responsibilities.
- d. All Government agencies, critical facilities and other collaborating stakeholders shall have developed general disaster/emergency and contingency plans. These organizations will implement preparedness, mitigation, response and recovery activities and exercises in order to maintain the overall national response capability.
- e. No single disaster event will completely devastate the country rendering it uninhabitable.
- f. The Permanent Secretary, MSSP is authorized to mobilize any portion of this National Disaster/Emergency Plan to respond and recover from the effects of disasters/ emergencies or the imminent threat of a disaster/emergency.

Planning Considerations

The following basic considerations will apply when planning for disaster response:

- a. Institutional framework on disaster response.
- b. Disaster emergency contingency fund.
- c. Existing disaster emergency response capacity in major cities and towns.
- d. Inter ministerial / department mutual support agreements.
- e. National early warnings mechanism.
- f. Evacuation plans and procedures available.
- g. Emergency Medical Services (EMS) and Healthcare.
- h. Community training and awareness.
- i. Maintenance of law and order.
- j. External assistance on request.

Amendments to the Plan

- a. Proposals for amendment or additions to this plan should be made by contacting:

The Director,

The National [Disaster] Operation Centre [NOC]

Nyayo House 3rd Floor

P.O Box 48956 - 00100 Nairobi, Kenya

Telephone

General: +254 02 2211445, 210053

Operations: +254 02 2212386

Fax: +254 02 2210077, 2250649

E-Mail: operations@Nationaldisaster.go.ke, nationadisaster@nationaldisaster.go.ke

- b. Proposed amendments which affect procedural matters will require prior review and approval by the **Technical Task Force/Committee** of Disaster Preparedness and Response.
- c. Proposed amendments of minor nature, e.g. names, telephone numbers, addresses, etc which, do not affect the procedural matters will be dealt with administratively by the Director and promulgated as per the Distribution List.
- d. The workability of this plan will be reviewed one after two years through conducting of drills (simulation exercises) among the stakeholders.

CHAPTER 1

Disaster Risk Assessment in Kenya

1. Kenya is situated in East Africa within latitude 5° north to 5° south, longitudes 34° east to 41.24° west. It has a surface area of 582,650 km². It's bordered by Ethiopia and Sudan to the north, Somalia and Indian Ocean to the east, Tanzania to the south and Uganda and Lake Victoria to the West.
2. Kenya's population is estimated at 36,600,000 today. Out of this 78.5% is rural, the rest being in the urban setups. Urbanization and rural to urban migration is increasing rapidly. Many of the urban dwellers are settled in informal settlements that are vulnerable to hazards such as fires, floods, landslides, diseases and conflict. In Nairobi the capital city alone, 60% of the population lives in slums. This is the population that is most affected when disaster strikes. Poverty remains the main development concern with over 46% of Kenyans living below the income poverty line of US\$1/day. The high poverty thresholds in Kenya are probably the key underlying cause to the increased vulnerability of majority of Kenyans. High poverty levels increase the vulnerability of most people to minor hazards. Extreme vulnerability in parts of the country creates a tendency for minor hazards to turn into humanitarian emergencies as that which occurs every rain season during which tens of thousands get displaced due to floods or during drought seasons.
3. The disaster risk assessment in Kenya over the years has seen a number of hazards such as drought, famine, food insecurity, floods, epidemics, landslides, sea waves, tsunamis and technological hazards, deforestation, desertification, transport accidents, conflicts, pollution, structural failure, terrorism, fires, and others.
4. Over 80% of the Kenyan land mass is arid or semi-arid and continues to suffer from recurrent droughts that cause massive food insecurity. More than one million people are in constant food insecurity in the ASAL alone and urban informal settlements. With the exception of Central Province and Nairobi, all other provinces score poverty incidence rates of greater than 50%¹. Indeed, complex combinations of socio-economic, political, environmental, cultural and structural factors act and interact to affect vulnerability to hazards or disasters.

¹ *Ibid*

TABLE 1: KENYA SUMMARY CHARACTERISTICS

Population	36.6 million ² .
Governance System	Presidency "Democracy".
Economic Growth Rate	6% pa (for period 2007/2008: 4.5%).
GDP US\$	770
Life Expectancy	55.7 years.
Absolute Poverty	48%
Literacy Rate	78%
Safe Water Supply	74.5% for urban, 43% for rural population.
Access to Electricity	15%
Agriculture GDP	26%
Informal GDP	8%
Population Density	Uneven agricultural potential with average 230 persons per km square in high potential areas to 3 persons per km sq in arid and semi arid areas – high rates of rural to urban migration.
Area	582 650 sq km
Capital	Nairobi
GNP/CAPITA	US\$ 330
Population Growth	1.27%
Rural Areas	80%, growth rate 2.9%.
Arable Land	7.8% area.
Urban Population Growth	7.6 % per year.
Arid/Semi arid land	80% of country.
Services	60%
Manufacturing GDP	16%
ASAL surface area	80% of total surface area.
Under-five mortality rate:	120.6/1000 ³ ;
Annual growth rate (2006 est.)	2.6%, ⁴
Human Development index (2005):	0.521, i.e. ranks 148/177 on HDI scale ⁵ ;
HIV prevalence 2008	7.8% ⁶
Population without safe access to drinking water (2005):	56% ⁷

² HDR 2006

³ WDR 2006

⁴ UNDP HDR 2006

⁵ UNDP HDR 2007

⁶ Kenya HIV/AIDS Indicator Survey, 2008

⁷ Joint Monitoring Programme, 2007 – UNICEF/WHO Kenya

5. Drought and floods as well as epidemics are the main natural hazards that impact most severely on the Kenyan population. Conflicts and industrial accidents impact various households and communities in varying degrees.

6. Child malnutrition rates in the north-east of the country are persistent with Global Acute Malnutrition rates ranging from 15% to 30%, alongside lagging immunization rates. Although Kenya is a net producer of food, more than 50% of the population remains chronically food insecure.

7. Kenya also experiences significant imbalances in developmental equity. Educational enrolment, particularly for girls, is less than 20% in many of the north-eastern districts. Infrastructure development is extremely poor and this impacts negatively on humanitarian access during rains or floods. While the central highlands regions of the country are productive, other parts such as the drought prone districts in northern, north-eastern and coastal Kenya remain pegged to pastoral or agro-pastoral livelihoods which are highly vulnerable to a number of threats.

8. Malaria remains the main cause of morbidity and mortality accounting for 5% of deaths in the country. TB and HIV/AIDS remain major diseases with far-reaching consequences to the country. The HIV/AIDS prevalence rate in Kenya stands at 7.4 per cent. According to the Kenya Aids Indicator Survey (KAIS) shows 1.4 million Kenyans aged between 15 and 64 are infected with HIV. But 83% of them do not know their status. Two-thirds of Kenyan adults have never been tested for HIV. It is estimated that the HIV prevalence in Nyanza is at 15.3, Nairobi 9.0, Coast 7.9 per cent, Rift Valley 7.0, Western 5.1, Eastern 4.7 per cent, Central 3.8 per cent and North Eastern 1.0 per cent.⁸

9. Some of the areas in Rift Valley and Nyanza provinces are known prone to earthquakes and volcanic activity in Kenya, although their damages and casualties have been low. Records of frequent seismic activities have been observed in recent years. The earth tremors of July 2007 that emanated from Mt. Oldoinyo Lengai in Northern Tanzania indicate that the country is at risk to earthquakes.

10. The coastal region is at risk to sea waves, sea surges, cyclones and tsunamis. The tsunami of December 2004 that originated from Indonesia affected the Kenya

⁸ Kenya Aids Indicator Survey (KAIS, 2008).

coastal areas of Shimoni, Malindi and Lamu. One life was lost and over 20,000 livelihood activities were affected due to damage to businesses and fishing equipment.

11. The fast population increase in Kenya is putting pressure on energy requirements. This in turn is making people to look for alternative sources of energy such as wood fuel. Massive deforestation through charcoal burning and search for agricultural land is leading to unsustainable use of the forest resources that leads to increased risks to droughts, floods, erosion, diseases, etc.

12. Technological accidents are a common phenomenon in Kenya. Road accidents, aviation accidents and water transport accidents continue to occur frequently, claiming lives and causing injuries to thousands of people. Delivery of fossil fuels (oil, gas and coal) through road, railway, water and pipeline systems poses risks to the environment and vulnerable communities in case of accidents.

13. Terrorism remains one of the biggest threats to the Kenyan population. A single incident in August 1998 in downtown Nairobi left 214 people dead and over 5000 injured. Property worth millions of shillings was destroyed and over 50,000 livelihoods were affected.

14. Violent Conflicts and crime continue to affect many people in various ways. The post-election violence of December 2007 resulted in an upsurge of armed groups and vigilantes, which resulted to over 1020 people killed and over 300,000 internally displaced. Many hot spot areas remain in many parts of Kenya due to resource based conflicts.

15. Kenya's porous borders with Somalia and Sudan facilitate large-scale refugee flows. Furthermore, resource scarcities along the borders with Ethiopia and Uganda puts thousands at risk from periodic cattle raids and inter-communal conflict. Kenya continues to host about 270,000 refugees mainly of Somali and Sudanese origin who are based in Dadaab and Kakuma.

16. Every disaster incident results in internal displacement of affected populations. Internally Displaced Persons (IDPs) challenges will always recur in Kenya.

17. Climate Change has now been confirmed beyond reasonable doubt to be a global reality. The evidence comes from increases in global average air and ocean temperatures; widespread melting of snow and ice; and rising global average sea level. In Kenya, the glaciers and snow on the Mt. Kenya and Mt. Kilimanjaro are almost disappearing are indicative of this phenomenon.

18. Select hazard maps are provided at **Annex K** for reference.

Table 2. Past Disaster Events in Kenya

S/NO	TYPE OF DISASTER	Vulnerable Population	PAST INCIDENCES	Effects	
				Population affected	Socio-Economic impacts
1.	Drought	North Eastern Province, Eastern Province, Part of Rift valley Province, Coast Province	1971- Widespread 1983/4 Widespread 1991/2 1995/6 1999-2000 2004-2006 2008-	150,000 200,000 1.5m 1.41m 4.4m 11m 900,000	6.7 Billion (Food) 33.8 Billion
2.	Fire	All Urban Areas	1982-Nairobi 1990-Lamu 2004-Nairobi 2005-Kyanguli School	10,000 20 Death 67 Death	Lives and property lost worth Billions of shillings.
3.	Floods	Nyanza, Coast, North Eastern, Western Provinces	1982-Nyanza 1985-Nyanza 1997/8-wide spread 2002-2003 – Nyanza, Western and NEP	4,000 10,000 1.5 M 24000- Displaced	Lives and property lost worth Billions of shillings.
4.	Train Accident	Along Railway line	1992-Mtito Andei	31-Death 207 -Injured	Lives and property lost worth Billions of shillings.
5.	Terrorist Bomb	Urban Areas and Strategic Areas	1998-Nairobi	250 Death 5,000-Injured	Lives and property lost worth Billions of shillings.
6.	Ferry Accident	Indian Ocean and lake Victoria	1994-Mtongwe Mombasa	270 -Death	Lives and property lost worth Billions of shillings.
7.	Road	All Major Highways	Wide spread	Wide spread	Lives and property lost

	Accident				worth Billions of shillings.
8.	HIV/AIDS	All	1984-2008- Widespread	2.2m dead so far and 700 die daily	Current Prevalence rate of 7.8 %.
11.	Earthquake	Major Towns	July 2007 Earth tremors	Nairobi, Mombassa, Nakuru	Public scare.
12.	Locust Invasion	Wide spread	Late 2007	Mandera, Wajir and Moyale	Wide spread loss of pasture and crops.
13	Livestock diseases Outbreak	NEP, Rift-Valley, Eastern, Central and Nairobi provinces	2006 2008	RVF outbreak PPR	Millions of Shillings of property lost.
14.	Air Accidents	All	1992 - Nairobi 2003 - Busia 2006 - Marsabit 2007 – Cameroon 2008 - Narok	52 dead 3 dead 9 dead 149 dead 4 dead	Lives and property lost worth Billions of shillings.
15.	Human Conflict	Rift Valley, N/Eastern, Urban areas and parts of Eastern	2007 – Post election violence, inter communal conflict and cattle rustling	1139 dead and over 200,000 displaced	Lives and property lost worth Billions of shillings.

Table 3: Common Hazards by Province

Province	Population	Number of Districts	Main Hazards in Province	Main Livelihood Activities
Nyanza		21	Floods, Road Accidents, Aviation Accidents, Water Accidents, Urban Fires, Landslides, epidemics, conflicts, Lightening	Farming, Fishing, Formal / Informal Employment, Casual workers, business, informal sector.
Western		19	Floods, Road Accidents, Aviation Accidents, Water Accidents, Urban Fires, Landslides, epidemics, Lightening, conflicts	Farming, Fishing, Formal / Informal Employment, Casual workers, business, informal sector.
Rift Valley		42	Floods, Road Accidents, Aviation Accidents, Water Accidents, Urban Fires, Landslides, epidemics, Lightening, drought, conflicts, volcanic eruptions, land-subsidence	Farming, Fishing, Formal / Informal Employment, Casual workers, business, informal sector.
Central		11	Floods, Road Accidents, Aviation Accidents, Water Accidents, Urban Fires, Landslides, epidemics, Lightening	Farming, Fishing, Formal / Informal Employment, Casual workers, business, informal sector.
Eastern		28	Floods, Road Accidents, Aviation Accidents, Water Accidents, Urban Fires, Landslides, epidemics, Lightening, drought, conflicts	Farming, Formal / Informal Employment, Casual workers, business, informal sector.
North Eastern		11	Drought, Floods, Epidemics, conflicts	Pastoralism, agro-pastoralism, trade.
Coast		13	Floods, Road Accidents, Aviation Accidents, Water Accidents, Urban Fires, Landslides, epidemics, Lightening, drought, conflicts, Terrorist Attack, Structural Failure	Farming, Fishing, Formal / Informal Employment, Casual workers, business, informal sector.
Nairobi		3	Conflicts, Urban/Industrial Fires, Fires, Road Accidents, Terrorist Attack, Structural Failure	Formal / Informal Employment, Casual workers, business, informal sector.

CHAPTER 2: Strategic and Operational objectives during emergency response

18. In the event of a major disaster or protracted emergency, this plan shall give guidance in the tasking of responsible/lead agencies in the implementation of the following strategic and operational objectives.

- a. Ensure a collaborative and coordinated response to the disaster among all the stakeholders.
- b. Ensure food availability/security and good nutrition to affected populations in times of disaster.
- c. Ensure Hygiene Promotion, Water Supply, and proper Sanitation.
- d. Ensure Adequate Health Services and Health Systems Infrastructure are adequate.
- e. Ensure availability of Shelter and planned Settlements as well as availability of Non-Food items to displaced populations following disaster.

Table 4: Response Management

Operational Objective	Activity	RESPONSIBLE AGENCY	CONTACTS
Affected population actively participates in the assessment, design, implementation, monitoring and evaluation of disaster response interventions	Ensure that information about the assistance programme to affected and vulnerable populations during all stages of the disaster cycle is given	MSSP, NDOC, KRCS, Line Ministries, UN Agencies, NGO's, CBO's, private sector and community.	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053 KRCS-Tel 020 603598 020 600669
	Ensure that affected population are given the opportunity to comment on the assistance given by agency(ies) during all stages of the disaster cycle		
	Ensure that interventions to maximize the use of local skills and capacities are designed		
An initial needs assessment is conducted and response recommendations made in consultation with	Ensure that information using standardized procedures and agreed tools are gathered; During assessment, consider all technical sectors (water and sanitation, nutrition, food, shelter, health, protection, education), and the physical, social, economic, political, and security environment	Lead Line Ministry MSSP NDOC UN Agencies, NGO's, CBO's, private sector and community.	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053

the relevant authorities and other stakeholders.	Ensure information is made available to allow for transparent and effective decision-making	Lead Ministry, MSSP, NDOC, Line ministries, Min of information, UN Agencies, NGO's, CBO's, private sector and community	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053
	During the assessment, ensure to consult and take into account the responses of the national, provincial, district and community structures and other actors and agencies	Lead Ministry, MSSP, NDOC, Line ministries	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053
	Whenever feasible, ensure that data is disaggregate by sex, age and vulnerable groups	Lead Ministry, MSSP, NDOC, Line ministries	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053
	Ensure to base the assessment on the rights of those affected by disasters, as defined by international laws and agreed regulations and protocols.	GOK, All Actors	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053 UN-OCHA-Tel 020 7625155
	Ensure to take into account the responsibility of relevant authorities to protect and assist the population on the territory over which they have control.	GOK, All Actors	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053
	Ensure to take into account national law, culture, standards, and guidelines applicable where the affected population is found	MSSP, KRCS, OCHA,	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053 KRCS-Tel 020 603598 020 600669 UN-OCHA-Tel 020 7625155
	In the assessment, ensure to include an analysis of the operating environment, including factors affecting the personal safety and security of the affected population and of disaster responders and humanitarian staff	Lead Ministry, MSSP, NDOC, Line ministries, Min of information, UN Agencies, NGO's, CBO's, private sector and community	MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053 UN-OCHA-Tel 020 7625155
An effective humanitarian response is operationalized.	Where people's lives are at risk as a result of disaster, ensure that interventions prioritize life saving needs	MSSP, NDOC, Line ministries, Kenya Red Cross, St John Ambulance, MOH, Police, fire services, UN Agencies and private organizations	NDOC-Tel -020 2212386 -020 2211445 -020 2210053

	<p>Ensure to design preparedness and response interventions that support and protect the affected population to minimize the risk</p> <p>Ensure to design interventions during disaster preparedness and response that promote building the resilience of the affected communities.</p> <p>Ensure coordination and exchange of information among those affected by or involved in the disaster response</p> <p>Ensure to involvement of other partners and agencies on the basis of need, where their expertise and capacity can have the greatest impact within the overall intervention programme</p> <p>Ensure to share information identified, needs and gaps so that others may assist</p> <p>Ensure cross cutting issues such as protection, gender based violence, psychosocial support are integrated during an emergency intervention</p> <p>In conflict situations, ensure that the assistance interventions takes into account the possible impact of the response on the dynamics of the situation</p>		<p>MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053 KRCS-Tel 020 603598 020 600669</p>
Humanitarian assistance or services are provided equitably and impartially, based on the vulnerability and needs of individuals or groups affected by disaster	Base targeting criteria on a thorough analysis of vulnerability	Lead Ministry, MSSP, NDOC, Line ministries, Min of information, UN Agencies, NGO's, CBO's, private sector and community	<p>MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053 KRCS-Tel 020 603598 020 600669 UN-OCHA-Tel 020 7625155</p>
	Ensure to create targeting mechanisms that are agreed upon among the affected population (including representatives of vulnerable groups) and other appropriate actors		
	Ensure to clearly define and widely disseminate targeting criteria during times of response		
	Ensure to create targeting mechanisms and criteria in a way that does not undermine the dignity and security of individuals, or increase their vulnerability to exploitation		
	Monitor distribution systems to ensure that targeting criteria are respected and that timely corrective action is taken when necessary		
Disaster Response interventions are monitored for lessons learnt and improvement	Ensure to collect information for monitoring that is timely and useful	Lead Ministry, MSSP, NDOC, Line ministries, Min of information, UN Agencies, NGO's, CBO's, private sector and community	<p>MSSP-Tel 020 250645 NDOC-Tel 020 2212386 020 2211445 020 2210053 KRCS-Tel 020 603598 020 600669 UN-OCHA-Tel 020 7625155</p>
	Ensure to record and analyze information collected for monitoring in an accurate, logical, consistent, regular, and transparent manner		
	Ensure to use information collected for monitoring to inform the ongoing interventions for protracted emergencies		
	Put systems in place to ensure regular collection and dissemination of information in each of the technical sectors/clusters.		

	<p>Ensure to put systems in place to identify whether the indicators for each standard are being met.</p> <p>Ensure regular consultation and involvement of women, men, and children from all affected groups in monitoring activities where applicable</p> <p>Ensure that system are put in place that enable a flow of information between the interventions, other sectors, the affected groups of the population, the relevant local actors, and other actors</p>		
The disaster response operation is evaluated for lessons learnt and improvement.	<p>Ensure that programmes are evaluated with reference to stated objectives and agreed minimum standards to measure its overall appropriateness, and efficiency, coverage, coherence, and impact on the affected population is achieved.</p> <p>Ensure that evaluations, take into account the views and opinions of the affected population, as well as the host community if different.</p> <p>Ensure independence and impartiality during collection of information for evaluation purposes.</p> <p>Use the results of each evaluation exercise to improve future practices and interventions</p>	GOK KRCS UN Agencies, NGO's, CBO's, private sector and community	<p>MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053</p>
Aid workers, volunteers and other responders possess appropriate qualifications, attitudes and experience	<p>Ensure that aid workers that have relevant technical qualifications and knowledge of local cultures and customs, and/or previous emergency experience are Use.</p> <p>Ensure that workers are familiar with human rights and humanitarian principles.</p> <p>Ensure that staff are informed about the potential tensions and sources of conflict within the disaster-affected population itself and with host communities</p> <p>Ensure that staff are Informed of the implications of delivering humanitarian assistance, paying particular attention to vulnerable groups</p> <p>Ensure that staff are trained to recognize abusive, discriminatory, or illegal activities during humanitarian and response interventions to disaster</p> <p>Ensure staff are trained to refrain from abusive, discriminatory, or illegal activities</p>	Lead Ministry, MSSP NDOC, Line ministries Min of information UN Agencies, NGO's, CBO's, private sector and community	<p>MSSP-Tel 020 250645 NDOC-Tel -020 2212386 -020 2211445 -020 2210053 KRCS-Tel 020 603598 020 600669 UN-OCHA-Tel 020 7625155</p>
Disaster Responders and	Ensure that managers held accountable for their decisions and actions	Lead Ministry, MSSP	MSSP -Tel 020 250645

other humanitarian workers receive supervision and support to ensure effective intervention to the disaster and humanitarian assistance	Hold managers accountable for ensuring adequate security and compliance with codes/rules of conduct as well as support for their staff	NDOC, Line ministries Min of information UN Agencies, NGO's, CBO's, private sector and community	NDOC-Tel -020 2212386 -020 2211445 -020 2210053 KRCS-Tel 020 603598 020 600669 UN-OCHA-Tel 020 7625155
	Ensure that technical and managerial staff are provided with the necessary training, resources, and logistical support to fulfill their responsibilities		
	Ensure adequate explanation to staff working on response interventions the purpose and method of the activities they are asked to carry out.		
	Ensure feedback from staff on their experiences during interventions		
	Ensure that all staff are Oriented on relevant health and safety issues before they respond to any disaster		
	Ensure provision of appropriate security and safety training to all staff responding to disaster.		
	Ensure capacity-building systems for staff and partners responding to disaster is put in place		
	Ensure capacity-building systems for staff is subjected to routine monitoring		
	Ensure capacity build up of national and local organizations to promote long-term sustainability and resilience at national and community levels to respond to disaster		

Table 5. Water Supply, Sanitation and Hygiene Promotion

Strategic Objective	Operational Objective	Activity	RESPONSIBILITY	CONTACTS
Hygiene is promoted	Users are involved in the management and maintenance of hygiene facilities	Ensure that systems/ personnel for identification of key hygiene risks of public health importance are in place	PS Min. of Public Health & Sanitation(MOPH)	MOPH – Tel 020 2717077

		Ensure an effective mechanism for representative and participatory input from all users of hygiene facilities, including in the initial design	Ministry of Water (MOW) Min. of Public Health & Sanitation(MOPH), lead agency, WESCORD, UNICEF, Provincial Representatives, affected population representatives,	MOPH – Tel 020 2717077 MOW&I- Tel 2716103
		Ensure existence of systems for provision of equitable access to the resources or facilities needed to continue or achieve promoted hygiene practices.	Min. of Public Health & Sanitation(MOPH), MSSP, PA&IS, Lead Agency,	MOPH – Tel 020 2717077
		Ensure relevant ministries implement hygiene promotion messages and activities that address key behaviours and misconceptions.	Min. of Public Health & Sanitation(MOPH)	MOPH – Tel 020 2717077
		Ensure Involvement of representatives from affected population to participate in planning, training, implementation, monitoring and evaluation of hygiene programmes	PA&IS	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
Adequate water supply exists	Public water points are sufficiently close to households.	Ensure all households are within 500 metres of the nearest water point where applicable	MOW&I	Tel 020 2716103
	All people have safe and equitable access to a sufficient quantity of water for drinking, cooking and personal and domestic hygiene.	Ensure average water use for drinking, cooking and personal hygiene in any household is at least 15 litres per person per day	MOW&I	Tel 020 2716103
		Ensure limited queuing time at a water source to no more than 15 minutes where applicable	MOW&I	Tel 020 2716103

	Ensure the fill time for a 20-litre container is no more than three minutes where applicable	MOW&I	Tel 020 2716103
	Ensure that relevant departments provide water sources and systems such that appropriate quantities of water are available consistently or on a regular basis	MOW&I	Tel 020 2716103
Water is palatable, potable and safe for personal and domestic hygiene.	Conduct sanitary survey for faecal contamination	MOW&I, MOPH &S	Tel 020 2716103 Tel 020 2717077
	Ensure the provision of water with faecal coli forms per 100ml at the point of delivery as appropriate	MOW&I, MOPH &S	Tel 020 2716103 Tel 020 2717077
	Ensure the promotion of protected or treated water sources over other readily available water sources	MOW&I, MOPH &S	Tel 020 2716103 Tel 020 2717077
	Ensure that post-delivery water contamination is Minimized	MOW&I, MOPH &S	Tel 020 2716103 Tel 020 2717077
	Treat piped water supplies with a disinfectant so that there is a free chlorine residual at the tap of 0.5mg per litre and turbidity is below 5 NTU as appropriate	MOW&I, MOPH &S	Tel 020 2716103 Tel 020 2717077
	Treat all water supplies at times of risk or presence of diarrhoea epidemic with a disinfectant so that there is a free chlorine residual at the tap of 0.5mg per litre and turbidity is below 5 NTU	MOW&I, MOPH &S	Tel 020 2716103 Tel 020 2717077
Affected people can safely and sufficiently collect, store and use water for drinking, cooking and personal hygiene.	Provide each household with at least two clean water collecting containers of 10-20 litres as appropriate	Lead agency, PA&IS	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053

		Provide each household with enough clean water storage containers to ensure there is always water in the household	Lead agency, PA&IS	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
		Provide water collection and storage containers with narrow necks and/or covers, or other safe means of storage, drawing and handling.	Lead agency, PA&IS	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
		Provide at least 250g of soap available for personal hygiene per person per month.	Lead agency, PA&IS	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
		Provide sufficient bathing cubicles or separate cubicles for men and women where communal bathing facilities are necessary.	Lead agency, PA&IS	PA&IS – Tel 020-2227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
Excreta is disposed off	People have adequate, safe, close and rapidly accessible toilets.	Limit toilet use to a maximum of 20 people/toilet	MOPH&S Lead agency, PA&IS	Tel 020 2717077 Tel 020-2227411 NDOC–Tel 020 2211445 020 -2212386 020- 2210053
		Arrange toilet use by household(s) and/or by sex	MOPH&S Lead agency, PA&IS	Tel 020 2717077 Tel 020-2227411 NDOC–Tel 020 2211445 020 -2212386 020- 2210053

	Separate toilets for women and men in public places (markets, distribution centres, health centres, etc.)	MOPH&S Lead agency, PA&IS	Tel 020 2717077 Tel 020-2227411 NDOC–Tel 020 2211445 020 -2212386 020- 2210053
	Clean and maintain shared or public toilets in such a way that they are used by all intended users	Affected population, Lead agency, PA&IS	Tel 020- 2227411 NDOC–Tel 020 2211445 020 -2212386 020- 2210053
	Limit number of toilets in camp settings according to recommended standards		
	Ensure all dwellings are no more than 50 metres from toilets	MOPH&S	Tel 020 2717077
	Promote hygienic toilet use.	MOPH&S	Tel 020 2717077
	Dispose of children's faeces immediately and hygienically	Affected population, Lead agency, PA&IS	Tel 020-2227411 NDOC–Tel 020 2211445 020 -2212386 020- 2210053
Toilets are sited, designed, constructed and maintained such that they are comfortable, hygienic and safe to use.	Consult and get approval from users (especially women) on the siting and design of the toilet	Lead agency, MOPH&S, Affected population	Tel 020 2717077

	<p>Design build and locate toilets with the following features:</p> <ul style="list-style-type: none"> – can be used by all sections of the population – sited to minimize threats to users, especially women and girls, throughout the day and night (see guidance note 2); – easy to keep clean and do not present a health hazard; – provide privacy in line with the norms of the users; – allow for the disposal of women’s sanitary protection, or provide women with the necessary privacy for washing and drying sanitary protection cloths (see guidance note 4); -- minimize fly and mosquito breeding 	<p>Lead agency, MOPH&S, Affected population PA&IS</p>	<p>Tel 020 2717077 Tel 020 2227411 Tel 020-2227411 NDOC–Tel 020 2211445 020 -2212386 020- 2210053</p>
	<p>Construct toilets that use water for flushing and/or a hygienic seal.</p>	<p>MOPH&S</p>	<p>Tel 020 2717077</p>
	<p>Construct toilets that have an adequate and regular supply of water</p>	<p>MOPH&S</p>	<p>Tel 020 2717077</p>
	<p>Build pit latrines and soakaways to the following criteria: 30 metres from any groundwater source, bottom of any latrine is at least 1.5 metres above the water table. Drainage or spillage from defecation systems must not run away from any surface water source or shallow groundwater source</p>	<p>MOPH&S</p>	<p>Tel 020 2717077</p>
	<p>Promote hand washing after defecation and before eating and food preparation</p>	<p>MOPH&S</p>	<p>Tel 020 2717077</p>

		Provide people with tools and materials for constructing, maintaining and cleaning their own toilets if appropriate	Lead agency, MOPH&S	Tel 020 2717077
Vectors are controlled	Affected people protect themselves from vectors that represent a significant risk to health or well-being.	Educate populations at risk from vector-borne disease understand the modes of transmission and possible methods of prevention	MOPH&S	Tel 020 2717077
		Provide access to shelters that do not harbor or encourage the growth of vector populations and are protected by appropriate vector control measures.	Lead agency, MSSP	Tel 020 220645
		Promote the avoidance of exposure to mosquitoes during peak biting times. Pay Special attention to protection of high-risk groups such as pregnant and feeding mothers, babies, infants, older people and the sick	MOPH&S	Tel 020 2717077
		Educate users in the effective use of treated mosquito nets.	MOPH&S	Tel 020 2717077
		Control human body lice where louse-borne typhus or relapsing fever is a threat	MOPH&S, Affected population	Tel 020 2717077
		Air and wash Bedding and clothing regularly	Affected population	
		Protect Food from contamination by vectors such as flies, insects and rodents.	MSSP NCPB Lead agency Affected population	MSSP Tel 020-2250645
	Disease and nuisance vectors are kept to an acceptable level.	Ensure that displaced populations are in locations that minimize their exposure to mosquitoes	MOPH&S Lead agency	Tel 020 2717077
		Destroy vector breeding and resting sites	MOPH&S Lead agency	Tel 020 2717077

	Carry out intensive fly control high-density settlements when there is a risk or the presence of a diarrhoea epidemic.	MOPH&S Lead agency	Tel 020 2717077
	Keep the population density of mosquitoes low to avoid the risk of excessive transmission levels and infection	MOPH&S Lead agency	Tel 020 2717077
	Diagnose people infected with malaria early	MOPH&S Lead agency	Tel 020 2717077
	Give treatment to People infected with malaria early	MOPH&S Lead agency	Tel 020 2717077
Chemical vector control measures are carried out in a safe and environmentally sound manner that avoids creating resistance to the substances used.	Ensure protection of staff and affected persons by providing training.	MOPH&S Lead agency	Tel 020 2717077
	Ensure protection of staff and affected persons by providing protective clothing.	MOPH&S Lead agency	Tel 020 2717077
	Ensure protection of staff and affected persons by providing bathing facilities.	Lead agency Provincial/ District rep Affected Population rep	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
	Ensure protection of staff and affected persons by providing supervision.	Lead agency Provincial/ District rep Affected Population rep	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
	Ensure protection of staff and affected persons by restricting the number of hours spent handling chemicals.	Lead agency Provincial/ District rep Affected Population rep	PA&IS – Tel 020-227411 NDOC–Tel 0202211445

				020 -2212386 020- 2210053
		Ensure the choice, quality, transport and storage of chemicals used for vector control, the application equipment and the disposal of the substances.	MOPH&S Lead agency Provincial/ District rep Affected Population rep	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
		Ensure that affected persons and communities are informed about the potential risks of the substances used in chemical vector control and about the schedule for application.	MOPH&S Lead agency Provincial/ District rep Affected Population rep	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
		Ensure that affected persons and communities are protected during and after the application of poisons or pesticides, according to internationally agreed upon procedures	MOPH&S Lead agency Provincial/ District rep Affected Population rep	PA&IS – Tel 020-227411 NDOC–Tel 0202211445 020 -2212386 020- 2210053
Solid waste is managed	Solid wastes (including medical wastes) are collected and disposed of safely.	Ensure involvement of people from the affected population in the design and implementation of the solid waste programme.	MOPH&S Lead agency Affected population	Tel 020 2717077
		Ensure that waste is burned or buried in a specified refuse pit or put household waste in containers daily for regular collection.	MOPH&S Lead agency Affected population	Tel 020 2717077
		Ensure that households are provided with access to a refuse container or a communal refuse pit that is no more than 100 metres away.	MOPH&S Lead agency Affected population	Tel 020 2717077
		Where domestic refuse is not buried on-site, ensure the provision of at least one 100-litre refuse container per every 10 families.	MOPH&S Lead agency Affected population	Tel 020 2717077
		Ensure the removal of refuse from	Lead agency	Tel 020

		the settlement before it becomes a nuisance or a health risk	Affected population	2717077
		Ensure that medical wastes is separated and disposed of separately	MOPH&S Lead agency	Tel 020 2717077
		Provide either a correctly designed, constructed, and operated pit or an incinerator with a deep ash pit within the boundaries of each health facility	MOPH&S Lead agency Affected population	Tel 020 2717077
		Ensure that contaminated or dangerous medical wastes (needles, glass, dressings, drugs, etc.) are kept out of living areas and public spaces at all times	MOPH&S Lead agency Affected population	Tel 020 2717077
		Ensure that refuse pits, bins, and/or specified areas at public places, such as markets and slaughtering areas, are clearly marked and appropriately fenced	MOPH&S Lead agency Affected population	Tel 020 2717077
		Ensure a regular collection system for emptying refuse pits, bins, and/or specified areas in public places is maintained	MOPH&S Lead agency Affected population	Tel 020 2717077
		Ensure that final disposal of solid waste in such a place and in such a way as to avoid creating health and environmental problems for the local and affected populations.	MOPH&S Lead agency Affected population	Tel 020 2717077
Adequate drainage exists	Adequate drainage to prevent erosion and standing water is provided	Ensure that areas around dwellings and water points Kept free of standing wastewater	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386
		Ensure storm waters drains are Kept clear	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386

	Ensure the prevention of floods and erosion in shelters, paths, and water and sanitation facilities	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386
	Ensure water point drainage is planned. (This includes drainage from washing and bathing areas as well as water collection points)	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386
	Ensure the construction of water point drainage. (This includes drainage from washing and bathing areas as well as water collection points)	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386
	Ensure the maintenance of water point drainage. (This includes drainage from washing and bathing areas as well as water collection points)	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386
	Ensure that drainage waters is prevented from polluting existing surface or groundwater sources	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386
	Ensure that drainage waters is prevent from causing erosion	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386
	Where necessary, ensure provision of sufficient numbers of appropriate tools for small drainage works and maintenance	Lead agency Camp management Affected Persons rep	MSSP 0202250645 NDOC 02022115 0202212386

Table 6. Food Security, Nutrition and Food Aid

Strategic Objective	Operational Objective	Activity	RESPONSIBILITY	CONTACTS
Food is secure	An Analysis is conducted of how affected persons access food and the impact of the disaster on current and future food security.	Assess and analyze food security elements in relevant geographic locations and livelihood groupings, distinguishing between seasons, and over time, to identify and prioritize needs	MSSP, MOA, MOLDF, PA&IS,	MSSP 0202250645 020 2718050
		Conduct assessments with understanding of the broader social, economic and political policies, institutions and processes that affect food security	MSSP, PA&IS, MOA,	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
		Assess and analyze coping strategies	MSSP, PA&IS, MOA,	MSSP 0202250645
		Build upon local capacities, including both formal and informal institutions	MSSP, PA&IS, MOA,	MSSP 0202250645
		Comprehensively describe the methodology used in assessments.	MSSP, PA&IS, MOA,	MSSP 0202250645
		Adhere to widely accepted principles on methodologies	MSSP, PA&IS, MOA,	MSSP 0202250645
		Use existing secondary data	MSSP, PA&IS, MOA,	MSSP 0202250645
		During collection of new primary data in the field, focus on additional information essential for decision-making	MSSP, PA&IS, MOA,	MSSP 0202250645
		Design recommended food security responses to support, protect, and promote livelihood strategies	MSSP, MND&AD, PA&IS	MSSP 0202250645
		Design recommended food security responses to meet immediate needs	MSSP, PA&IS, MOA,	MSSP 0202250645
		Consider the impact of food insecurity on the population's nutritional status	MSSP, MOPH, MOLD&F,	MSSP 0202250645
	People have access to	Prioritize meeting immediate food needs where people's lives are at risk	MSSP, PA&IS, MOA,	MSSP 0202250645

adequate and appropriate food and non-food items.	Take measures to support, protect, and promote food security	MSSP, PA&IS, MOA,	MSSP 0202250645
	Ensure preservation of productive assets	MSSP, PA&IS, MOA,	MSSP 0202250645
	Ensure recovery productive assets lost as the result of disaster	MSSP, PA&IS, MOA,	MSSP 0202250645
	Consult with the disaster-affected community for effective responses that promote food security at community level.	MSSP, PA&IS, MOA,	MSSP 0202250645
	When responding, take into account people's coping strategies, their benefits, and any associated risks and costs	MSSP, PA&IS, MOA,	MSSP 0202250645
	Develop transition and exit strategies for all food security responses to disaster	MSSP, PA&IS, MOA,	MSSP 0202250645
	Publicize transition and exit strategies for all food security responses to disaster, as appropriate	MSSP, PA&IS, MOA,	MSSP 0202250645
	Apply transition and exit strategies for all food security responses to disaster, as appropriate	MSSP, PA&IS, MOA,	MSSP 0202250645
	Ensure provision to all groups access to appropriate support, including necessary knowledge, skills and services	MSSP, PA&IS, MOA,	MSSP 0202250645
	Ensure environment protection during intervention to avoid environment degradation	MSSP, PA&IS, MOA,	MSSP 0202250645
	Ensure overall coverage of the affected population without discrimination during distribution of relief	MSSP, PA&IS, MOA,	MSSP 0202250645
Monitor the effects of responses on the local economy, social networks, livelihoods and the environment	MSSP, PA&IS, MOA,	MSSP 0202250645	
Primary production mechanisms are protected and	Ensure viability of production systems, including access to and availability of necessary inputs and services to support primary production	MSSP, PA&IS, MOA,	MSSP 0202250645

	supported.	Ensure introduction of new technologies only where their implications for local production systems, cultural practices and environment are understood and accepted by food producers	MSSP, PA&IS, MOA,	MSSP 0202250645
		Ensure provision of inputs in order to give producers more flexibility in managing production, processing and distribution and in reducing risks	MSSP, PA&IS, MOA,	MSSP 0202250645
		Ensure delivery of productive plant, animal or fisheries inputs on time	MSSP, PA&IS, MOA,	MSSP 0202250645
		Ensure usage productive plant, animal or fisheries inputs that are locally acceptable and conform to appropriate quality norms	MSSP, PA&IS, MOA,	MSSP 0202250645
		Ensure Introduction of inputs and services in a manner that does not exacerbate vulnerability or increase risk, e.g. by increasing competition for scarce natural resources or by damaging existing social networks	MSSP, PA&IS, MOA,	MSSP 0202250645
		Give priority to purchase of inputs and services locally whenever possible, unless this would adversely affect local producers, markets or consumers	MSSP, PA&IS, MOA,	MSSP 0202250645
		Ensure that food producers, processors and distributors receiving project inputs make appropriate use of them	MSSP, PA&IS, MOA,	MSSP 0202250645
		Understand the need for complementary inputs and services and their providence where appropriate.	MSSP, PA&IS, MOA,	MSSP 0202250645
	Affected people have access to appropriate and fair income-earning opportunities that contribute to food security.	Ensure decisions about timing, work activities, type of remuneration and the technical feasibility of implementation on a demonstrated understanding of local human resource capacities and local market and economic analysis	MSSP, PA&IS, MOA,	MSSP 0202250645
Ensure that responses providing job or income opportunities are technically feasible.		MSSP, PA&IS, MOA,	MSSP 0202250645	

		Ensure that all necessary inputs for responses providing job or income opportunities are available on time to local community.	MSSP, PA&IS, MOA,	MSSP 0202250645
		Ensure interventions contribute to the food security environment restoration and building resilience of affected communities	MSSP, PA&IS, MOA,	MSSP 0202250645
		Put procedures in place to provide a safe, secure working environment	MSSP, PA&IS, MOA,	MSSP 0202250645
		For projects involving large sums of cash, include measures to avoid diversion and/or insecurity	MSSP, PA&IS, MOA,	MSSP 0202250645
		Protect and support household caring responsibilities during responses providing labour opportunities	MSSP, PA&IS, MOA,	MSSP 0202250645
		Create responses providing labour opportunities that do not negatively affect the local environment or interfere with regular livelihood activities	MSSP, PA&IS, MOA,	MSSP 0202250645
		Understand the household management and use of remuneration (cash or food), grants, and/or loans	MSSP, PA&IS, MOA,	MSSP 0202250645
		Make sure the household management and use of remuneration (cash or food), grants, and/or loans are contributing towards the food security of all household members	MSSP, PA&IS, MOA,	MSSP 0202250645
	Affected people have safe access to market goods and services as producers, consumers and traders.	Base food security responses on a demonstrated understanding of local markets and economic systems, which informs their design and, where necessary, leads to advocacy for system improvement and policy change	MSSP, PA&IS, MOA,	MSSP 0202250645
		Provide producers and consumers with economic and physical access to operating markets, which have a regular supply of basic items, including food at affordable prices.	MSSP, PA&IS, MOA,	MSSP 0202250645

		Minimize adverse effects of food security responses, including food purchases and distribution, on local markets and market suppliers.	MSSP, PA&IS, MOA,	MSSP 0202250645
		Increase information and local awareness of market prices and availability, of how markets function, and the policies that govern this.	MSSP, PA&IS, MOA,	MSSP 0202250645
		Ensure availability of basic food items and other essential commodities	MSSP, PA&IS, MOA,	MSSP 0202250645
		Minimize the negative consequences of extreme seasonal or other abnormal price fluctuations during interventions.	MSSP, PA&IS, MOA,	MSSP 0202250645
Nutrition is adequate	Programme decisions are based on the causes, type, degree and extent of malnutrition.	Before conducting an anthropometric survey, analyze and report on the information on the underlying causes of malnutrition (food, health and care)	MSSP, PA&IS, MOH	MSSP 0202250645
		In this report, highlight the nature and severity of the problem(s) and those groups with the greatest nutritional and support needs	MSSP, PA&IS, MOH	MSSP 0202250645
		Consider the opinions of the community and other local stakeholders on the causes of malnutrition	MSSP, PA&IS, MOH	MSSP 0202250645
		Ensure anthropometric surveys are conducted where information and analysis is needed to inform programme decision-making	MSSP, PA&IS, MOH	MSSP 0202250645
		Adhere to international anthropometric survey guidelines (and national guidelines consistent with these) for determining the type, degree, and extent of malnutrition	MSSP, PA&IS, MOH	MSSP 0202250645
		Where anthropometric surveys are conducted among children under five years, use international weight-for-height reference values for reporting malnutrition in Z scores and percentage of the median for planning purposes	MSSP, PA&IS, MOH	MSSP 0202250645

	Determine micronutrient deficiencies to which the population is at risk	MSSP, PA&IS, MOH, KEMRI/CDC	MSSP 0202250645
	When recommending responses after a nutrition assessment, make sure to build upon and complement local capacities in a coordinated manner.	MSSP, PA&IS, MOH	MSSP 0202250645
The nutritional needs of the population are met.	Ensure provision of access to a range of foods – staple (cereal or tuber), pulses (or animal products) and fat sources – that meet nutritional requirements	MSSP, PA&IS, MOA,	MSSP 0202250645
	Ensure access to vitamin A-, C- and iron-rich or fortified foods or appropriate supplements	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure access to iodized salt to the majority (>90%) of households	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure access to additional sources of niacin (e.g. pulses, nuts, dried fish) if the staple is maize or sorghum	MSSP, PA&IS, MOH	MSSP 0202250645
	Where people are dependent on a very limited diet, there is access to adequate sources of riboflavin	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure that levels of moderate and severe malnutrition are stable at, or declining to, acceptable levels	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure prevention and/or eliminate any cases of scurvy, pellagra, beri-beri, or riboflavin deficiency	MSSP, PA&IS, MOH	MSSP 0202250645
The nutritional and support needs of at-risk groups are met.	Encourage mothers to exclusively breastfeed infants under six months	MSSP, PA&IS, MOH, UNICEF	MSSP 0202250645
	In exceptional cases, in which infants are not breastfed, provide them access to an adequate amount of an appropriate breast milk substitute	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure children aged 6-24 months access to nutritious, energy-dense complementary foods	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure pregnant and breastfeeding women access additional nutrients and support	MSSP, PA&IS, MOH	MSSP 0202250645

	Pay specific attention to the protection, promotion, and support of the care and nutrition of adolescent girls	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure that appropriate nutritional information, education, and training to relevant professionals, care givers, and organisations on infant and child feeding practices	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure vulnerable groups such as elderly people, PLWHAs, people with TB, chronically ill and those with specific disabilities do access appropriate nutritious foods and support	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure establishment of community-based systems to care for vulnerable individuals	MSSP, PA&IS, MOH	MSSP 0202250645
Moderate malnutrition is addressed.	Ensure the exit strategy is well defined and disseminated among other players	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure coverage rate of the moderately malnourished is >50% in rural areas	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure coverage rate of the moderately malnourished in urban areas is >70%	MSSP, PA&IS, MOH	MSSP 0202250645
	In a camp setting, ensure >90% coverage of the moderately malnourished.	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure placement of distribution centers (for dry ration supplementary feeding programmes) so that more than 90% of the target population is within <1 day's return walk (including time for treatment)	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure placement of on-site supplementary feeding programmes so that more than 90% of the target population is a 1 hour's walk from on-site supplementary feeding programmes	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure creation of a feeding programme where <3% die, >75% recover, and <15% default	MSSP, PA&IS, MOH	MSSP 0202250645

	Ensure admission of individuals to feeding programmes based on internationally accepted anthropometric criteria	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure linking targeted supplementary feeding programmes to any existing health structure	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure following of protocols to identify health problems and refer accordingly	MSSP, PA&IS, MOH	MSSP 0202250645
	Only consider basing supplementary feeding on the distribution of dry take-home rations	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure monitoring systems in place	MSSP, PA&IS, MOH	MSSP 0202250645
Severe malnutrition is addressed.	From the outset, clearly define and agree upon the criteria for entry and exit	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure >50% of the severely malnourished	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure >70% of the severely malnourished	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure coverage rate in a camp setting for severely malnourished is >90%	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure creation of a therapeutic care programme where <10% die, >75% recover, and <15% default.	MSSP, PA&IS, MOH	MSSP 0202250645
	Include in the discharge criteria: non-anthropometric indices such as good appetite and the absence of diarrhea, fever, parasitic infestation and other untreated illness.	MSSP, PA&IS, MOH	MSSP 0202250645
	Make sure the mean weight gain is >8g per kg per person per day.	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure provision of nutritional and medical care according to internationally recognized therapeutic care protocols	MSSP, PA&IS, MOH	MSSP 0202250645
	Ensure attention is paid to breastfeeding and psychosocial support, hygiene, and community outreach as to clinical care.	MSSP, PA&IS, MOH	MSSP 0202250645

		Ensure provision of one feeding assistant for every 10 inpatients.	MSSP, PA&IS, MOH	MSSP 0202250645
		Identify and address constraints to caring for malnourished individuals and affected family members	MSSP, PA&IS, MOH	MSSP 0202250645
	Micronutrient deficiencies are addressed.	Ensure all clinical cases of deficiency diseases according to WHO micronutrient supplementation protocols are identified and monitored	MSSP, PA&IS, MOH	MSSP 0202250645
		Ensure establishment of procedures that respond efficiently to micronutrient deficiencies to which the population may be at risk	MSSP, PA&IS, MOH	MSSP 0202250645
		Ensure health staff are trained on how to identify and treat micronutrient deficiencies to which the population is most at risk	MOMS, MPH&S, MOH, KEMRI/CDC	MSSP 0202250645
Food aid is planned	Rations for general food distributions are designed to bridge the gap between the affected population's requirements and their own food resources.	Ensure rations for general distribution on the basis of the standard initial planning requirements for energy, protein, fat and micronutrients, are designed and adjusted as necessary to the local situation	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure that the ration distribution reduces or eliminates the need for disaster-affected people to adopt damaging coping strategies.	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		When relevant, calculate the economic transfer value of the rations to beneficiaries.	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure usage of a ration that is appropriate to the local situation	MSSP, PA&IS, MOA	MSSP 0202250645
			Ensure consulting the people during assessment or programme design on the acceptability, familiarity and appropriateness of food items.	MSSP, PA&IS, MOA

	Factor the results of this consultation into programme decisions on the choice of commodities.	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	When an unfamiliar food is distributed, provide instructions to women and food-preparers on its preparation in a locally palatable manner, with minimum nutrient loss, preferably in the local language.	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	When selecting commodities for distribution, consider people's ability to access cooking fuel and water, the duration of cooking times, and requirements for soaking.	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	When a whole grain cereal is distributed, make sure the recipients either have the means to mill or process it in a traditional home-based manner or have access to adequate milling/processing facilities reasonably close to their dwellings.	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Provide people access to culturally important items, including condiments	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Refrain from distributing free or subsidized milk powder or of liquid milk as a single commodity.	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
Food distributed is of appropriate quality and is fit for human consumption.	Ensure that food commodities distributed conform to national and other accepted standards.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645 PA&IS 0202227411 MOA 020271017

		Ensure that imported packaged food has a minimum six-month shelf life on arrival in the country.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure imported packaged foods are distributed before the expiry date or well within the 'best before' period	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645
		Ensure complaints about the quality of food distributed are addressed.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure food packaging that is sturdy, convenient for handling, storage, and distribution, and is not a hazard for the environment.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure foods are labeled in packages in an appropriate language with the date of production, the 'best before' date, and details of the nutrient content.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure provision of adequate and appropriate storage conditions.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure food stores are properly managed.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
		Ensure routine checks on food quality in all locations.	MSSP, PA&IS, MOA, KEBS	MSSP 0202250645

Food aid is managed	Food is stored, prepared and consumed in a safe and appropriate manner.	Ensure food is appropriately handled and prepared at the distribution sites in order to prevent adverse health effects	MSSP, PA&IS, MOH	MSSP 0202250645 PA&IS 0202227411 MOH 0202713395
		Ensure recipients of food aid are informed about the importance of food hygiene	MSSP, PA&IS, MOH	MSSP 0202250645 PA&IS 0202227411 MOH 0202713395
		Ensure complaints concerning difficulties in storing, preparing, cooking, or consuming the food distributed are addressed	MSSP, PA&IS, MOH	MSSP 0202250645 PA&IS 0202227411 MOH 0202713395
		Ensure every household has access to appropriate cooking utensils, fuel, and hygiene material	MSSP, PA&IS, MOH	MSSP 0202250645 PA&IS 0202227411 MOH 0202713395
		Ensure individuals who cannot prepare food or cannot feed themselves have access to a caregiver who prepares appropriate food in a timely manner and administers feeding where necessary	MSSP, PA&IS, MOH	MSSP 0202250645 PA&IS 0202227411 MOH 0202713395
		Ensure staffs are trained where food is distributed in cooked form, on safe storage, handling of commodities, preparation of food, and the potential health hazards caused by improper practices.	MSSP, PA&IS, MOH	MSSP 0202250645 PA&IS 0202227411 MOH 0202713395
		Food aid resources (commodities and support)	Ensure food aid resources reach the intended beneficiaries.	MSSP, PA&IS,

funds) are well managed.	Assess the local supply chain management (SCM) capabilities and logistics infrastructure	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Establish a co-ordinate, efficient SCM system, using local capacity where this is feasible	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Ensure assessments consider the availability of locally sourced food commodities	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Use a transparent, fair and, open method for awarding contracts for SCM services	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Adequately train staff at all levels of the SCM system	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Ensure staff at all levels are instructed of the SCM system to observe procedures relating to food quality and safety	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Ensure appropriate inventory accounting, reporting, and financial systems in place to ensure accountability at all levels	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Ensure losses, including through theft are minimised	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411
	Ensure all losses to food are accounted for	MSSP, PA&IS,	MSSP 0202250645 PA&IS 0202227411

	Ensure the food pipeline is monitored and maintain the food pipeline in such a way that any interruption to distribution is avoided	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Ensure information on the performance of the supply chain is provided to all stakeholders on a regular basis	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Identify and target recipients of food aid on the basis of need, by means of an assessment carried out through consultation with stakeholders, including community groups	MSSP PA&IS MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Ensure efficient and equitable distribution methods in consultation with local groups and partner organizations are designed	MSSP PA&IS MOA	MSSP 0202250645
	Ensure the various recipient groups in the design of distribution method are involved	MSSP PA&IS MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Ensure that the points of distribution are as close as possible to recipients' homes to ensure easy access and safety	MSSP PA&IS MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Ensure that the recipients to aid are well informed in advance of the quality and quantity of the food rations and the distribution plan	MSSP PA&IS MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
	Monitor the performance and effectiveness of the food aid programme	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017

		Evaluate the performance and effectiveness of the food aid programme	MSSP, PA&IS, MOA	MSSP 0202250645 PA&IS 0202227411 MOA 020271017
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Table 7. Health Services

Strategic Objective	Operational Objective	Activity	RESPONSIBILITY	CONTACTS
Health Systems and Infrastructure are adequate	Health services are prioritized	Ensure that major causes of mortality and morbidity are identified.	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure that the major causes of mortality and morbidity are document.	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure that the major causes of mortality and morbidity are Monitored.	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure the priority of health services including the most appropriate and effective interventions to reduce excess morbidity and mortality	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure to provide the access to priority health interventions to all members of the community, including vulnerable groups.	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure that the local health authorities and community members are included in the design and implementation of priority health interventions.	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure the collaboration of other sectors in the design and implementation of priority health interventions, including water and sanitation, food security, nutrition, shelter and protection.	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure the maintenance and reduction of crude mortality rate (CMR) to, less than twice the baseline rate as documented for the population prior to the disaster	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
		Ensure maintenance or reduction of the under 5 crude mortality rate (U5MR) to, less than twice the baseline rate documented for the population prior to the disaster	MOMS MOPH&S	Tel 0202717077 Tel 0202713395

National and local health systems are supported	Ensure the appointment of a representative of the Ministry of Health to lead the health sector response team.	MOMS MOPH&S	Tel 0202717077 Tel 0202713395
	Ensure that when the Ministry of Health lacks the necessary capacity, a lead agency is identified as an alternate with the requisite capacity to take the lead in the health sector	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that local health facilities responding agencies are supported and strengthened.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that the health workers are supported and integrated into local health services, taking account of gender and ethnic balance	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that health services are incorporated or adapted in the existing national standards and guidelines of the disaster-affected or host country	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that alternate or parallel health facilities and services is not established including foreign field hospitals, unless local capacities are exceeded	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that an alternate or parallel health facilities and services is not established unless the population does not have ready access to existing services	MOMS	Tel 0202717077 Tel 0202713395
	Ensure that the lead health authority is consulted on the issue of establishing alternate or parallel health facilities and services	MOMS	Tel 0202717077 Tel 0202713395
Health services are coordinated across agencies and sectors	Ensure the coordination mechanisms are established at central level (national or regional) and at field level within the health sector, and between health and other sectors.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure the clarity and documentation of specific responsibilities of each health agency in consultation with the lead health authority to ensure optimal coverage of the population and complimentary of services	MOMS	Tel 0202717077
	Ensure that regular health sector coordination meetings for local and external partners at both	MOMS	Tel 0202717077

		central and field levels are held.		
Health services are based on relevant primary health care principles.		Ensure that everyone is provided with access to health information that allows them to protect and promote their own health and well-being	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure health services at the appropriate level of the health system: household/community, peripheral health facilities, central health facilities, referral hospital are provided	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure that the lead health authority is instructed to establish a standardized referral system that can be utilized by health agencies.	MOMS	Tel 0202717077
		Ensure the provision of suitable transportation for patients to reach the referral facility.	MOMS	Tel 0202717077
		Ensure to base the health services and interventions on scientifically sound and evidence-based methods.	MOMS	Tel 0202717077
		Ensure the use of appropriate technology for health services and interventions.	MOMS	Tel 0202717077
		Ensure the implementation of health services and interventions that are socially and culturally acceptable.	MOMS	Tel 0202717077
	Clinical services are standardized and follow accepted protocols and guidelines.		Ensure that the number, level and location of health facilities are appropriate to meet the needs of the population	MOMS
		Ensure to maintain an appropriate number, skills, and gender/ethnic balance of staff at each health facility to meet the needs of the population	MOMS	Tel 0202717077
		Ensure that adequate staffing levels are achieved so that clinicians are not required to consistently consult on more than 50 patients per day. If this threshold is regularly exceeded, additional clinical staff are recruited	MOMS	Tel 0202717077
		Ensure to monitor utilization rates at health facilities		Tel 0202717077
		Ensure to take corrective measures if there is over-	MOMS	Tel 0202717077

		or under-utilization				
		Ensure to instruct the lead health authority to establish standardized case management protocol	MOMS	Tel 0202717077		
		Ensure to instruct the health agencies to adhere to the protocols	MOMS	Tel 0202717077		
		Ensure to instruct the lead health authority to establish a standardized essential drug list	MOMS	Tel 0202717077		
		Ensure to instruct the health agencies to adhere to the standardized essential drug list	MOMS	Tel 0202717077		
		Ensure to train and supervise clinical staff in the use of the protocols and the essential drug list	MOMS	Tel 0202717077		
		Ensure to provide access to a consistent supply of essential drugs through a standardized drug management system that follows accepted guidelines	MOMS	Tel 0202717077		
		Ensure to accept drug donations only if they follow internationally recognized guidelines.	MOMS	Tel 0202717077		
		Ensure not to use donations that do not follow these guidelines and dispose of safely.	MOMS	Tel 0202717077		
		Ensure to dispose of the bodies of the deceased in a manner that is dignified, culturally appropriate and is based on good public health practice	MOMS MOPH& S	Tel 0202717077		
		Health services are guided by coordinated collection, analysis and utilization of relevant public health data.		Ensure to instruct all health agencies to implement a standardized health information system (HIS) by routinely collecting relevant data on demographics, mortality, morbidity and health services	MOMS	Tel 0202717077
				Ensure to identify a designated HIS coordinating agency (or agencies) to organize and supervise the system.	MOMS	Tel 0202717077
Ensure to instruct health facilities and agencies to submit surveillance data to the designated HIS	MOMS			Tel 0202717077		

		coordinating agency on a regular basis.		
		Ensure to allow the frequency of these reports to be verified according to the context, e.g. daily, weekly, and monthly.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to instruct a HIS coordinating agency to produce a regular epidemiological report, including analysis and interpretation of the data, share with all relevant agencies, decision-makers and the community.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to allow the frequency of the reports to be verified according to the context, e.g. daily, weekly, and monthly.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to instruct agencies to take adequate precautions for the protection of data to guarantee the rights and safety of individuals and/or populations.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to include an early warning component in HIS to ensure timely detection of and response to infectious disease outbreaks.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to consistently use supplementary data from other relevant sources to interpret surveillance data.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to consistently use supplementary data from other relevant sources to guide decision-making.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
Communicable Diseases are Controlled	People have access to information and services that prevent common and high impact communicable diseases.	Ensure to develop general prevention measures in coordination with other relevant sectors.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to implement general prevention measures in coordination with other relevant sectors.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to provide individuals with information on how to prevent common communicable diseases through community health education message.	MOMS, MOPH&S	Tel 0202717077 Tel 0202713395

	Ensure to provide individuals with information on how to access relevant services through community health education messages.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to implement specific prevention measures, such as a mass measles vaccination campaign as indicated.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to implement specific prevention measures, such as Expanded Programme on Immunization (EPI), as indicated.	MOM MOPH& S	Tel 0202717077 Tel 0202713395
All children aged 6 months to 15 years have immunity against measles.	Ensure to make an estimate of measles vaccination coverage of children aged 9 months to 15 years at the outset of the emergency response, to determine the prevalence of susceptibility to measles.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to that vaccination coverage is estimated to be less than 90%, initiate a mass measles vaccination campaign for children aged 6 months to 15 years (including administration of vitamin A to children aged 6-59 months).	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to coordinate the vaccination campaign with national and local health authorities, including the Expanded Programme on Immunization.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that upon completion of the campaign: – at least 95% of children aged 6 months to 15 years have received measles vaccination; – at least 95% of children aged 6-59 months have received an appropriate dose of vitamin A.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to provide another dose of measles vaccine to all infants vaccinated between 6-9 months of age, upon reaching 9 months.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to establish routine ongoing vaccination of 9-month-old children to ensure the maintenance of the minimum 95% coverage.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to link this system to the Expanded Programme on Immunization.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to provide for mobile or displaced populations, establish an ongoing system to ensure that at least 95% of newcomers aged between 6	MOMS MOPH& S	Tel 0202717077 Tel 0202713395

	months and 15 years receive vaccination against measles.		
People have access to effective diagnosis and treatment for those infectious diseases that contribute most significantly to preventable excess morbidity and mortality.	Ensure to consistently use standardized case management protocols for diagnosis and treatment of the most common infectious diseases.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to create public health education messages encourage people to seek early care for fever, cough, diarrhoea, etc., especially children, pregnant women and older people.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to establish in malaria-endemic regions, a protocol to ensure early (<24 hours) diagnosis of fever cases and treatment with highly effective first-line drugs.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to make laboratory services available when indicated.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to introduce a tuberculosis control programme only after consideration of recognized criteria.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
Measures are taken to prepare for and respond to outbreaks of infectious diseases.	Ensure to prepare an outbreak investigation and control plan.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395

	Ensure to distribute protocols for the investigation and control of common outbreaks to relevant staff.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to train the staff in the principles of outbreak investigation and control, including relevant treatment protocols.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that reserve stocks of essential drugs, medical supplies, vaccines and basic protection material are available and can be procured rapidly.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to identify the sources of vaccines for relevant outbreaks (e.g. measles, meningococcal meningitis, yellow fever) for rapid procurement and use.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to establish mechanisms for rapid procurement.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to identify sites for the isolation and treatment of infectious patients in advance, e.g. cholera treatment centres.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that a laboratory is identified, whether locally, regionally, and nationally or in another country, that can provide confirmation of diagnoses.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to provide sampling materials and transport media for the infectious agents most likely to cause a sudden outbreak on-site, to permit transfer of specimens to an appropriate laboratory.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to store several rapid tests on-site.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
Outbreaks of communicable diseases are detected, investigated and controlled in a	Ensure to include an early warning component in the health information system (HIS).	MOMS MOPH& S	Tel 0202717077 Tel 0202713395

	timely and effective manner.			
		Ensure to initiate outbreak investigation within 24 hours of notification.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to describe the outbreak according to time, place and person, leading to the identification of high-risk groups.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to take adequate precautions to protect the safety of both individuals and data.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to implement appropriate control measures that are specific to the disease and context as soon as possible.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to maintain case fatality rates at acceptable levels: – cholera: 1% or lower – Shigella dysentery: 1% or lower – typhoid: 1% or lower – meningococcal meningitis: varies.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	A minimum package of services to prevent transmission of HIV/AIDS is provided	Ensure to provide access to basic health care for people living with HIV/AIDS (PLWH/A) during the disaster phase.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to provide access to prevention and management of the consequences of sexual violence during the disaster phase.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to provide access to syndromic case management of sexually transmitted infections	MOMS	Tel 0202717077 Tel 0202713395

		(STIs) during the disaster phase.		
		Ensure to provide access to relevant information and education so that individuals can take steps to protect themselves against HIV transmission during the disaster phase.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to provide access to safe blood supply during the disaster phase. Ensure to provide access to universal precautions to prevent iatrogenic/nosocomial transmission in emergency and health-care settings during the disaster phase.	MOMS MOMS	Tel 0202717077 Tel 0202713395 Tel 0202717077 Tel 0202713395
		Ensure to provide access to free male condoms and promotion of proper condom use during the disaster phase.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to initiate plans to broaden the range of HIV control services in the post-disaster phase.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
Non-Communicable Diseases are Controlled	Injuries are managed	Ensure the establishment of a standardized system of triage to guide health care providers on assessment prioritization in situations with a large number of injured patients, on basic resuscitation and referral	MOMS	Tel 0202717077 Tel 0202713395
		Ensure to establish standardized guidelines for the provision of first aid and basic resuscitation	MOMS	Tel 0202717077 Tel 0202713395
		Ensure to establish standardized protocols for the referral of injured patients for advanced care, including surgery.	MOMS	Tel 0202717077 Tel 0202713395
		Ensure to organize suitable transportation for patients to reach the referral facility.	MOMS	Tel 0202717077 Tel 0202713395
		Ensure to provide instructions to agencies with appropriate expertise and resources to establish definitive trauma and surgical services.	MOMS	Tel 0202717077 Tel 0202713395
		Ensure to develop contingency plans for the management of multiple casualties for relevant health care facilities that in situations with a potentially large number of injured patients.	MOMS	Tel 0202717077 Tel 0202713395

		Ensure to take into account district and regional plans when developing these plans,	MOMS	Tel 0202717077 Tel 0202713395
People have access to the reproductive health Minimum Initial Service Package (MISP).		Ensure to identify an organization(s) and individual(s) to facilitate the coordination and implementation of the MISP in consultation with the lead health authority.	MOMS	Tel 0202717077 Tel 0202713395
		Ensure to instruct health agencies to prevent and manage the consequences of gender-based violence (GBV), in coordination with other relevant sectors, especially protection and community services	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
		Ensure to monitor the number of cases of sexual and other forms of GBV reported to health services, protection and security officers.	MOMS	Tel 0202717077 Tel 0202713395
		Ensure to report the number of cases of sexual and other forms of GBV reported to health services, protection and security officers to a designated lead GBV agency (or agencies).	MOMS	Tel 0202717077
		Ensure to apply rules of confidentiality to data collection and review.	MOMS	Tel 0202717077
		Ensure to implement the minimum package of services to prevent the transmission of HIV/AIDS (see Control of communicable diseases standard 6).	MOMS	Tel 0202717077
		Ensure to provide and distribute adequate number of clean delivery kits, based on the estimated number of births in a given time period to visibly pregnant women and skilled/traditional birth attendants to promote clean home deliveries.	MOMS	Tel 0202717077
		Ensure to distribute adequate number of midwife delivery kits (UNICEF or equivalent) to health facilities to ensure clean and safe deliveries.	MOMS	Tel 0202717077
		Ensure to establish and promote standardized referral system within the community, incorporating midwives and skilled/traditional birth attendants, to manage obstetric emergencies	MOMS	Tel 0202717077
		Ensure to organize suitable transportation for	MOMS	Tel 0202717077

	patients to reach the referral facility		
	Ensure to initiate plans to implement a comprehensive range of reproductive health services integrated into primary health care as soon as possible	MOMS	Tel 0202717077
Social and mental health services to reduce mental health morbidity, disability and social problems are provided	Ensure to provide access to an ongoing, reliable flow of credible information on the disaster and associated relief efforts.	MOMS	Tel 0202717077
	Ensure to maintain or reestablish normal cultural and religious events (including grieving rituals conducted by relevant spiritual and religious practitioners).	MOMS	Tel 0202717077
	Ensure to provide facilities to conduct funeral ceremonies	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to that as soon the resources permit; provide access to formal or informal schooling and to normal recreational activities for children and adolescents.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure that adults and adolescents participate in concrete, purposeful, common interest activities, such as emergency relief activities.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to provide people with access to activities that facilitate their inclusion in social networks: isolated persons, such as separated or orphaned children, child combatants, widows and widowers, older people, or others without their families.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to establish a tracing service to reunite people and families.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395
	Ensure to organize shelter with the aim of keeping family members and communities together.	MOMS MOPH& S	Tel 0202717077 Tel 0202713395

	Ensure to provide individuals experiencing acute mental distress after exposure to traumatic stressors access to psychological first aid at health service facilities and in the community	MOMS	Tel 0202717077
	Ensure to provide care for urgent psychiatric complaints through the primary health care system	MOMS	Tel 0202717077
	Ensure to provide essential psychiatric medications, consistent with the essential drug list, at primary care facilities	MOMS	Tel 0202717077
	Ensure to provide treatment to individuals with pre-existing psychiatric disorders.	MOMS	Tel 0202717077
	Ensure to avoid harmful, sudden discontinuation of medications.	MOMS	Tel 0202717077
	Ensure to address basic needs of patients in custodial psychiatric hospitals.	MOMS	Tel 0202717077
	Ensure that if the disaster becomes protracted, plans are initiated to provide a more comprehensive range of community-based psychological interventions for the post-disaster phase	MOMS	Tel 0202717077
Essential therapies for chronic disease are provided	Ensure to designate a specific agency (or agencies) to coordinate programmes for individuals with chronic diseases for which an acute cessation of therapy is likely to result in death	MOMS	Tel 0202717077
	Ensure to identify and register individuals with chronic diseases.	MOMS	Tel 0202717077
	Ensure to provide medications for the routine, ongoing management of chronic diseases through the primary health care system.	MOMS	Tel 0202717077
	Ensure to specify medications for the routine, ongoing management of chronic diseases on the essential drug list.	MOMS	Tel 0202717077

Table 8. Shelter Settlement and Non-Food Items

Operational Objective	Activity	RESPONSIBILITY	CONTACTS
Existing shelter and settlement solutions are prioritized.	Ensure the affected households return to the site of their original dwellings where possible	MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure that the affected households who cannot return to the site of their original dwellings settle independently within a host community or with host families where possible	MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure that there are mass shelters or temporary camps to accommodate affected households who cannot return to the site of their original dwellings, settle independently within a host community, or settle with host families	MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure assessment of potential threats to the security of the affected population	PA & IS KRCS	Tel 020 2227411 Tel 020 600669
	Ensure the settlements are located at a safe distance from any external threats	MSSP PA & IS KRCS	Tel 020 2250645 Tel 020 2227411 Tel 020 600669
	Ensure risks from natural hazards including earthquakes, volcanic activity, landslides, flooding or high winds are minimized	MSSP PA & IS KRCS UN Agencies	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155

Ensure that settlements are in an area that is not prone to diseases or significant vector risks	MSSP PA & IS KRCS UN Agencies Affected Communities rep	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
Ensure that places of dwellings are free of potentially hazardous equipment or material	MSSP MOPH&S NEMA Affected Communities rep	Tel 020 2250645 Tel 020 2717071 Tel 020 2718573
Ensure that existing hazards such as dangerous structures are being identified	MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
Ensure that hazardous areas are safe or restricted	PA & IS KRCS MOPH&S NEMA	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 2718573
Prior to occupation, establish land and property ownership and/or use rights for buildings or locations	MSSP PA & IS MOL&S UN Agencies	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
Prior to occupation, agree upon permitted use	MSSP MOL&S Local Authority	Tel 020 2250645 Tel 020 2718050
If not available already, ensure provision of water and sanitation services and social facilities, including health care, schools, and places of worship	MOPH&S MOW&I	Tel 020 2717077 Tel 020 2716103
Ensure creation of transportation infrastructure that can provide access to the settlement for personal movement and the provision of services	MOT Lead Agency	Tel 020 2729200

Local physical planning practices are used	Allow area or cluster planning by family, neighborhood, or village groups as appropriate	MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure provision of safe access to water, sanitary facilities, health care, solid waste disposal, graveyards and social facilities, including schools, places of worship, meeting points and recreational areas for all members of the affected population,	MSSP MOPH&S KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure that the Base temporary planned or self-settled camps are on a minimum surface area of 45m2 for each person	MSSP PA & IS MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure use of surface topography to facilitate water drainage	MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure that toilet pits are made on surface topography to facilitate drainage	MOPH&S Lead Agency	Tel 020 2717077
	Ensure Creation of roads and pathways that provide safe, secure, and all weather access to the individual dwellings and facilities	MSSP MOT Local Authority KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2729200 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure that openings in mass shelters are placed to enable required access and emergency evacuation	Lead Agency Camp Management Affected community rep	Tel 020 2250645 Tel 020 2227411 Tel 020 600669

	Ensure Position of these openings so that access is well supervised and does not pose a security threat to occupants	Lead agency Camp Management UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure vector risks are minimize	MOPH&S Camp Management	Tel 020 2717077
People have sufficient covered space to provide dignified accommodation.	Ensure there is provision of at least 3.5m2 of covered floor area per person	MSSP Local Authority MOL&S Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	In covered areas, ensure there is provision of safe separation and privacy between the sexes, between different age groups, and between separate families within a given household as required	Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure Creation of shelters that allow essential household activities to be carried out within the shelter	Local Authority MOL&S Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
	Ensure accommodation of key livelihood support activities	Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669 Tel 020 7625155
The design of the shelter is acceptable to the affected population, provides	Ensure the use of familiar construction materials	Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669

sufficient thermal comfort, fresh air and protection from the climate.	Ensure use of familiar and culturally and socially acceptable design for the shelters	MSSP PA & IS KRCS UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2227411 Tel 020 600669
	Ensure Priority to the repair of existing damaged shelters and the upgrading of initial shelter solutions constructed by the disaster-affected population	MSSP MOL&S Local Authority UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 2227411 Tel 020 600669
	When alternative materials are required to provide temporary shelter, ensure use of materials that are durable, practical, and acceptable to the affected population	MSSP Lead Agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure provision of optimal thermal comfort and ventilation by taking into consideration: appropriate types of construction, materials used, and the sizing and positioning of openings	MOL&S Lead Agency Camp Management UN Agencies Affected Communities	Tel 020 2718050 Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	During shelter construction, ensure access to water supply sources and sanitation facilities	MOW&I	Tel 020 2716103
	During shelter construction, ensure rainwater harvesting, water storage, drainage and solid waste management	MOW&I	Tel 020 2716103
	Ensure Incorporation of vector control measures into the design	MOPH&S	Tel 020 2717077
	Ensure selection of materials to minimize health hazards	MOPH&S	Tel 020 2717077

Construction is in accordance with safe local building practices and uses local labor.	Enhance the use of locally sourced materials and labour in a manner that does not adversely affect the local economy or environment	MSSP Local Authority MOL&S Lead agency UN Agencies Affected Communities	Tel: 020 2250645 Tel 020 2718050 020 7625155
	Ensure achievement of locally derived standards of workmanship and materials	MOL&S Lead agency UN Agencies Affected Communities	Tel 020 2718050 Tel 020 7625155
	Ensure mitigation against future natural disasters by using appropriate construction and material specifications	MSSP Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 7625155
	Ensure use of materials and a type of construction that enable the maintenance and upgrading of individual household shelters using locally available tools and resources	MSSP Local Authority MOL&S Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 7625155
	Ensure the use of a transparent and accountable process to procure materials and labour	MSSP MOL&S Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 7625155
	Ensure use of a transparent and accountable process to supervise the construction process	MSSP MOL&S Lead agency UN Agencies	Tel 020 2250645 Tel 020 2718050 Tel 020 7625155
	Ensure use of internationally accepted bidding, purchasing, and construction administration practices to procure materials and labor	MSSP Local Authority MOL&S Lead agency UN Agencies	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure use of internationally accepted construction administration practices to supervise the construction process	MSSP Local Authority MOL&S Lead agency UN Agencies	Tel 020 2250645 Tel 020 2718050 Tel 020 7625155

Adverse environmental impact is minimized.	When settling the affected population, consider the extent of the natural resources available	MSSP Local Authority MOL&S Lead agency	Tel 020 2250645 Tel 020 2718050
	Ensure Management of natural resources to meet the ongoing needs of the displaced and host populations	Local Authority Lead agency Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure minimal depletion of natural resources during the production and supply of construction material and the building process	Local Authority Lead agency Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Where possible, ensure retaining of trees and other vegetation to increase water retention, minimize soil erosion, and provide shade	Local Authority Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Once the mass shelters and/or temporary planned camps are no longer needed for emergency shelter use, ensure return to the locations of these shelters/camps to their original condition, unless agreed otherwise	MSSP Local Authority MOL&S Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Affected populations have sufficient clothing, blankets and bedding.	Ensure provision of at least one full set of clothing in the correct size, appropriate to the culture, season and climate. to women, girls, men, boys, Infants and children up to two years old also have a blanket of a minimum 100cmx70cm	MSSP Lead agency UN Agencies Lead Agency
Ensure provision to infants and children up to two years old with both appropriate clothing and a blanket of a minimum 100cmx70cm		MSSP Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
Ensure accessibility to a combination of blankets, bedding, or sleeping mats to provide thermal comfort and to enable separate sleeping arrangements as required		Lead agency UN Agencies	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155

	Ensure provision of additional clothing and bedding to those individuals most at risk	Lead agency UN Agencies	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure provision of a culturally appropriate burial cloth when needed.	Lead agency Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
Affected households have access to sufficient items to ensure personal hygiene, health, dignity and well-being.	Ensure provision of each person with access to 250g of bathing soap per month	MOPH&S Lead agency UN Agencies Affected Communities	Tel 020 2717077
	Ensure provision of each person with access to 200g of laundry soap per month		Tel 020 2717077
	Ensure provision of women and girls with sanitary materials for menstruation		Tel 020 2717077
	Ensure provision of infants and children up to two years old with 12 washable nappies or diapers where these are typically used.		Tel 020 2717077
	Ensuring personal hygiene, dignity and well-being		Tel 020 2717077
Each disaster-affected household has access to cooking and eating utensils.	Ensure that each household has access to a large-sized cooking pot with handle and a pan to act as a lid; a medium-sized cooking pot with handle and lid; a basin for food preparation or serving; a kitchen knife; and two wooden serving spoons	Lead agency	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure that each household has access to two 10- to 20-litre water collection vessels with a lid or cap (20-litre jerry can with a screw cap or 10- litre bucket with lid), plus additional water or food storage vessels	Lead Agency	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure that each person has access to a dished plate, a metal spoon and a mug or drinking vessel	Lead Agency	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155

Each disaster-affected household has access to Cooking facilities/stove, cooking/heating fuel and artificial lighting.	Where food is cooked on an individual household basis, ensure each household has a stove and fuel to meet essential cooking and heating needs	Lead Agency	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure Identification of environmentally and economically sustainable sources of fuel	MSSP Local Authority NEMA Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure prioritization of environmentally and economically sustainable sources of fuel over fuel provided from external sources	MSSP Local Authority NEMA Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure that the affected persons obtain fuel in a safe and secure manner	Lead Agency Camp Management	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure prevention of incidents of harm to people in the routine collection of fuel	Lead Agency Camp Management	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure provision of safe fuel storage space.	Lead Agency Camp Management	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure household access to sustainable means of providing artificial lighting, e.g. lanterns or candles.	Lead Agency Camp Management	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure access to matches or a suitable alternative means of igniting fuel or candles, etc. to each household	Lead Agency Camp Management	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155

Affected households responsible for the construction or maintenance and safe use of their shelter have access to the necessary tools and equipment.	Ensure that households responsible for constructing part or all of their shelters or for carrying out essential maintenance have access to tools and equipment to safely undertake each task	Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure provision of necessary training or guidance in the use of the tools	Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure provision of necessary training or guidance in the shelter construction	Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure Provision of necessary training or guidance in shelter maintenance tasks	MSSP	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155
	Ensure provision of materials for each member of the household, to reduce the spread of vector-borne disease, such as impregnated mosquito nets	Lead agency UN Agencies Affected Communities	Tel 020 2250645 Tel 020 2718050 Tel 020 600669 Tel 020 7625155

CHAPTER 3:

STANDARD OPERATING PROCEDURES (SOPS)

19. These procedures are meant to enable coordination for effective and efficient response to national disaster emergencies to minimise loss of life and its extended collateral effects. They are to be read as a guide and in conjunction with the laws, regulations and procedures governing disaster and emergency response agencies.

Concept of Operation

20. Upon activation of this plan, the command and control of the disaster emergency will be overseen at the Coordination Centre known as the Joint Operation Centre (JOC). The Coordination will be established at either the Ministry/MSSP/NDOC office or other designated site as the disaster emergency situation may dictate. The Director of the National Disaster Operations Centre is authorized to mobilize any portion of these procedures to respond and recover from the effects of disaster emergencies or the imminent threat of a disaster emergency.

21. The Director of NDOC will be responsible for:

- a The activation of the Joint Operations Centre (JOC)
- b The Operation of the JOC
- c Staffing the JOC at the required level with the relevant technical staff from other departments and ministries.

Table 9. *Phases of Operation*

22. This concept of operation is based on four (4) phases:

S/No	Phase	Action
1	Alert	<ul style="list-style-type: none">- The Director receives advice of impending threat from an early warning agency- The Director puts NDOC on alert.- The Director informs relevant Primary and Support Agencies to be on alert.- The Director alerts members of JOC if warranted.

2	Standby	<ul style="list-style-type: none"> - The Director receives warning of imminent disaster emergency - The Director activates the JOC to appropriate staff level; - The Director activates Primary Support Agencies and places all secondary support agencies on standby.
3	Activation	<ul style="list-style-type: none"> - The Director receives information of a disaster occurrence; - The Director activates upon conclusion of rapid assessment report; - The Director activates Primary response agencies; - The Director mobilizes the secondary response agencies; - The Director coordinates response activities and progress with NDEC/Humanitarian Service Committee - The Director organizes real time evaluation of disaster response operations
4	Stand Down/activation of recovery	<ul style="list-style-type: none"> - The Director receives an assessment report indicating normalization; - The Director issues a stand down of primary emergency response and activates recovery response; - The Director coordinates the handing over to an appropriate recovery agency; - The Director coordinates with Liaison Officers and arranges time and location for debriefing; - Primary and Support Agency personnel are debriefed and stood down on completion of final tasks; - Lessons learnt exercise conducted on how effective all the response agencies performed; - The Director monitors recovery progress and makes a final report; - Final reports completed and distributed by various agencies in accordance with relevant Standard Operating Procedures.

NB: Depending on the type of disaster and level, the phases and actions may overlap at times. It will be the discretion of the Director to activate the appropriate action as the conditions and resources may dictate.

23. ***Levels of Operation in Disaster Response***

a. **Level 1**

Localized emergency events dealt within the regular operating mode of the protective, emergency and health services in the district.

b. **Level 2**

Disaster Emergency events that overwhelm the capacity of the resources in the municipal/ district, but which *do not* overwhelm the capacity of the provincial resources to respond and recover (such zones of impact can be declared *Affected Areas*).

c. **Level 3**

Disaster Emergency events that requires the mobilising of national *resources* to respond and recover (such an event may be designated as a *national disaster*). This will prompt seeking of assistance from other external partners.

d. **Level 4**

A Disaster Emergency event that overwhelms the existing national response capacity, thus prompting the President to declare a national disaster to seek foreign/international assistance to support the country in the response and recovery initiatives

e. The response of the NDOC and other collaborating response agencies depends on the severity of the disaster emergency and the type of assistance required.

Table 10. Standard Operating Procedures for Varying Emergency Levels

Level	Activities	Responsibility
Level 1	Monitor situation Compile Report on Incident and Assess Response	District Commissioner,

<p>Level 2</p>	<ul style="list-style-type: none"> • MSSP/NDOC personnel will seek from the incident specialist (e.g. Meteorological Service, Public Works, Seismic Research Unit or the particular industry) technical details of the incident and any additional safety procedures. • MSSP/NDOC's staff will check with the Public Utilities – Water, Electricity, Gas and Sewage to determine the impact (if any) of the emergency upon their service. • Confirm event and issue call out (Fire Services, Police, Ambulance, NDOC, Medical and Public Health) • Director decides whether to include Information and media people • Establish Field Joint Operation Centre/Incident Command Post • Minimum personnel for the forward command post includes: <ul style="list-style-type: none"> ✓ Fire Service Representative(s) ✓ Police Service Representative(s) ✓ Health Representative(s) ✓ Works Department Representative(s) ✓ Municipal Corporation's representative(s) ✓ NDOC Director (or as designated) ✓ Facility Owner/Operator • Coordination of the Disaster/Emergency • Relief & Welfare Management • Rehabilitation and Recovery • Increasing of Disaster/Emergency State or Stand down • Control of secondary hazards such as fire • Restoration utilities such as, water, electricity, sewage etc. • Public Health – insect vector and rodent control as well 	<p>MSSP, NDOC, UN Agencies, I/NGOs, KRCS, Government Departments, Humanitarian Agencies</p>
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	<p>as addressing cesspit overflow e.g. floods.</p> <ul style="list-style-type: none"> • Road and drainage clearance <p>Providing that it is safe to do so, NDOC Director will attend at the incident area with the necessary equipment to the established (or to establish) JOC. The JOC should be organized to ensure:</p> <ul style="list-style-type: none"> • Safety of responders and affected persons. • Facilitate the maximum efficiency of flow of emergency response information among responding agencies. • Facilitate effective coordination and control of the situation including, the movement of emergency vehicles to the event site. 	
Level 3	<ul style="list-style-type: none"> • Issue public safety advisory on preparedness and precautions information in accordance with pre-established procedures as per the respective hazard. • Mobilize MSSP/NDOC and activate the JOC to full scale and round the clock field representation • Assess and coordinate preparations • Coordinate public information on the state of preparedness • Operationalize the Plan. • MSSP/NDOC to secure Information/ Communications Officer. • Issue timely coordinated information releases in accordance with pre-established procedures. <ul style="list-style-type: none"> ✓ To the media including a public safety advisory on preparedness and precautions information in accordance with pre-established procedures ✓ To other stakeholders, to departments and other stakeholders • Within 24-48 hours after the Level 3 disaster/emergency began the MSSP/NDOC will call a stakeholders meeting 	<p>MSSP, NDOC, UN Agencies, I/NGOs, KRCS, Government Departments, Humanitarian Agencies</p>

	<p>daily at 09:00 (or at a time otherwise determined) to:</p> <ul style="list-style-type: none"> ✓ Assess situation and coordinate emergency response. ✓ Continue implementing rehabilitation and recovery actions. ✓ Coordinate public information on the state of emergency. <ul style="list-style-type: none"> • Incorporate lessons learned from the experiences into the overall national disaster risk management planning and emergency response. • Improve planning, coordination, response, rehabilitation and recovery. • Identify and request needed resources. • Identify and develop training programmes required. • Record the event experience for the benefit of City, municipal, and district authorities and other future players. • Identify and initiate mitigation works required. • Record the event experience for the benefit of national planning at large. • Increase of Disaster/Emergency State or Stand down as situation dictates • Issue the stand down for the EOC. • Declare the event has moved from the emergency response phase, to the recovery phase. • Director to brief PS/Minister and departmental heads • NDOC to issue coordinated information releases in accordance with pre-established procedures to: Media, departments, partners, and other 	
Level 4	<ul style="list-style-type: none"> • President declares national disaster since national capacities are overwhelmed • International assistance and appeals issued • International teams work with national teams • Multifaceted and multi-agency response 	<p>MSSP, NDOC, UN Agencies, I/NGOs, KRCS, Government Departments,</p>

	<ul style="list-style-type: none"> • Activities and actions in level 1,2,3 conducted simultaneously • All level 4 emergencies will warrant a lot of players and stakeholder involvement both national and international. 	Humanitarian Agencies
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Table 4: Action and Activities at Various Levels

MEDIA AND INFORMATION MANAGEMENT

24. Receipt and distribution of Warnings

Warnings of a natural hazard or occurrence of a rapid onset disaster shall be issued in the first instance by the relevant early warning agency, or any other early warning system available. The information shall be passed to the Director NDOC and PS for activation of appropriate response activity as soon as possible.

Upon implementation of this plan, all public warnings will be distributed through the NDOC. Appropriate media and other channels will be used to distribute the warning to the public and concerned authorities for appropriate standby preparedness and response.

25. Warnings and Alerts

- a. Source of Warnings and Alerts
 - (1) *Bulletins and Advisories:* Where technology allows warning *Bulletins and Advisories* may be issued by the Kenya Meteorological Department, directly to the public via the electronic media,
 - (2) *Other Alerts* will be received from any source and by any means. The more common emergency contact numbers are listed below. Warnings or alert messages received from any source (other than the relevant authority or the protective services) will be verified.

- b. Disaster warnings and alerts may be received during non-duty hours by one of the following.

Table 11: Contacts of important emergency responders

Name of Department	Contact Telephone Numbers
1. NDOC	2212386/ 2210053
2. Police	112/999 310462
3. Fire Brigade	2222181 999/112
4. Military (DRU)	2723412
5. Kenya Metrological Department	3867880/5
6. Ministry of Health	2717077
7. National Environment Management Agency	318044 605522
8. Kenya Wildlife Service	600800
9. Kenya Power and Lighting Company	3754000 3211000 Mobile: 0735 333222 0735 333223 0722 207997 0722 207999

- c. Other important emergency contact numbers are included in **Annex A**.

26. **Managing Public Information**

The following will be done to manage public information:

- a. Hold the first news conference as soon as possible after the event
- b. Set media guidelines regarding accessibility to information, length of question periods, conference/briefings, site tours, etc.
- c. Ensure good communications with frequent updates on the bulletin board or white board at the NDOC.
- d. Ensure a messenger is available to assist the media where possible.
- e. Facilitate media pooling by selecting a small number of media personnel from different media houses to represent print and electronic news personnel on the disaster site.
- f. Ensure monitoring of print and electronic coverage for rumour control and awareness.
- g. Ensure expert spokespersons are available for credibility
- h. Ensure bilingual capabilities, as appropriate. Certain circumstances may warrant professional translation services.

Information Management and Rumour Control

27. Ensure the following in information management and rumour control
 - a. Ensure public information is accurate, timely and varied.
 - b. Ensure information is from authorized and authoritative sources.
 - c. Information should be repeated frequently in the early stages.
 - d. Do not attempt to completely restrict media access since this is impossible.
 - e. Develop a cooperative framework which includes protocols, systems and procedures e.g. for visits to worst affected “dangerous” areas.
 - f. Ensure a single specific focal point for media management .
 - g. A media “background information” sheet which is regularly updated is a useful tool.

CRITERIA FOR EMERGENCY RELIEF ASSISTANCE

28. Emergency relief will *require immediate action for the alleviation of or deliverance from pain, distress and anxiety.*

The following criteria has been set forth for identifying and evaluating applications for emergency relief made by private citizens for assistance resulting from consequential damage sustained as a result of a hazardous event of Level 2 /3 / 4 emergency .

Emergency relief assistance for disasters/emergencies will be applied where it is determined that the capability of the affected community to assist itself is exceeded. Notification of such an event by the local services will initiate activation of this relief process. It is noted that the priorities of the emergency response will be *life, shelter and basic needs* (water, clothes, and food). Food relief constitutes items sufficient to meet 2600 calories (average calorie requirement per person per day) for 3 days. Damage Assessment and Needs Analysis (DANA) will be determined by DANA teams, in the first instance, within eight (8) hours of the event and subsequently within the next 72 hours to one week. Further needs assessment will depend on the nature of the disaster emergency and level. As much as possible the emergency relief exercise will be completed within one to three weeks of the incident.

The Sphere guidelines will be used where application during the response.

Requests for International Assistance

29. Any requests for any assistance from outside the country shall be dealt with as per the agreed procedures. Such may come from the United Nations or Bi-lateral country requests as the emergency may dictate.

The Permanent Secretary, Ministry of State for Special Programmes will facilitate the accessing of contingency funds for disaster emergency response based on the modalities to be established and agreed upon with the Finance and Planning ministries.

INCIDENT COMMAND SYSTEM

30. These SOPs adopt the incident command system for a standardized on-site and off-site all hazard incident emergency response. This will enable to implement a flexible and scalable framework. The Incident Command System shall be as shown below:

Disaster On-site Layout

31. **On-site Structure**

The On-site structure will ensure effective and efficient command of response operations within the disaster site.

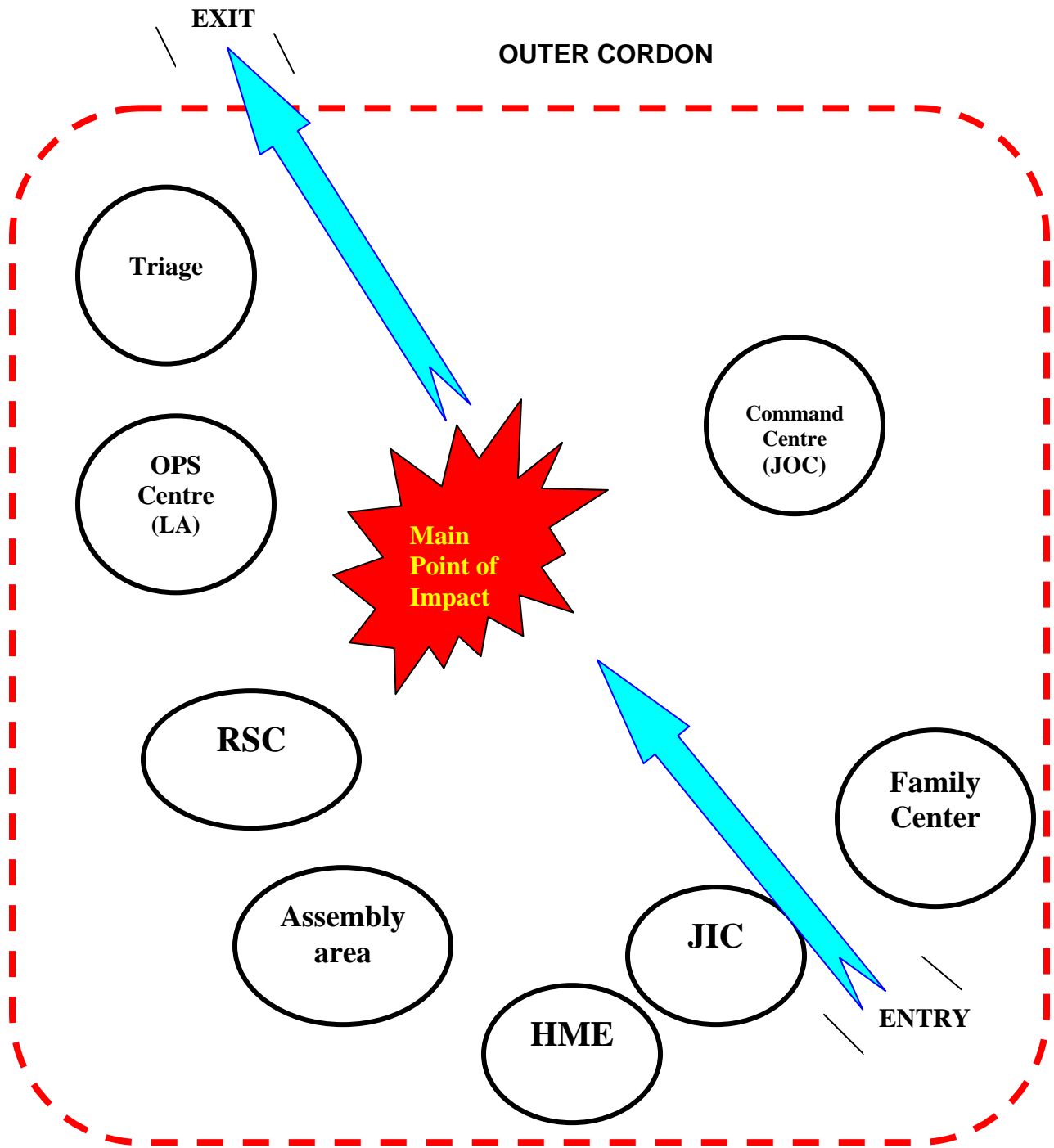


Figure 6: On Site Emergency Response Structure

NB: The establishment of the above points is dictated by the respective disaster emergencies. Some of the points can be combined or handled by the same person without necessarily establishing centres.

Response Support Centre

32. Protracted Operations

Should damage or disruption be in such an extent, that operations are to continue over a number of days, the policy of daily meetings with officers in charge of control authorities and support organizations will be implemented for the purpose of coordinating effort and establishing priorities. The safety and welfare of the officers and staff working late or away from home should be given priority as per the usual government procedures. A Response Support Centre (RSC) shall be established ensures the welfare and safety of the responding teams. The RSC shall ensure:

- a. The smooth functioning of the JOC round the clock in 3 shifts of 8 hours each.
- b. In extreme cases, the shifts should not last more than 12 hours
- c. Key departments for staffing the centre are NDOC representative, LA representative, local administration representative and Medical representative.
- d. Provision of food, drinking water, resting tents, sleeping bags e.t.c.
- e. Provision of security.

33. *LEAD AGENCY AND SUPPORT ORGANIZATIONS FOR EMERGENCY RESPONSE TO VARIOUS HAZARDS*

The following agencies have primary and secondary responsibilities to provide emergency assistance as per their mandate and areas of competence to the respective hazards/emergencies identified.

Table 10. Various Hazards

S/No	Hazard Threat	Lead Agency/Dept	Support organizations
1.	Drought (water shortage & food insecurity)	Northern Kenya and other ASALs	MSSP, KFSM/KFSSG, Kenya Metrological Department, , NGOs, Kenya Red Cross, Ministry of Agriculture, Livestock and Fisheries Development, Health, Water and Irrigation, ALRMP, Provincial Admin, NEMA, KWS, KARI, Community, WFP, FAO, UNDP, UNICEF, UNOCHA, UN Agencies, Private sector, CBOs/CSOs/FBOs .
2.	Earthquake/ volcanic eruption	National (Disaster) Operation Centre	Kenya Red Cross, Mines and Geology Dept., Ministry of Environment, Dept. Of Geology - UON, National Youth, Community, NGOs & CBOs, Police, Military, Provincial Admin, Min of Roads and Public works, NEMA, National Counsel for Science and Technology, Regional Centre for mapping and resource development, UN Agencies , Private sector, CBOs/CSOs/FBOs
3.	Floods/tsunamis/cyclones	MSSP	NDOC, Kenya Metrological Department, National Youth, Fire Brigade, Agriculture Department, Police, Western Kenya Community Driven And Flood Mitigation Project, Military, Metrological Department, Water & Sanitation Department, NGOs, Community, Kenya Red Cross, Min of Health, Livestock and Fisheries Development, Provincial Admin, UNICEF, Min of Energy, Roads and Public Works, KPA, KCAA, UN Agencies, Private sector, CBOs/CSOs/FBOs
4.	Locust / pest infestation	Ministry of Agriculture (Dept of Pest Control)	UN desert locust control Organization, FAO, Ministry of Livestock and fisheries, Ministry of water and Irrigation, Military, Kenya Red Cross Society, Police, Kenya Meteorological Department, NGOs, NYS, Community, KWS, NDOC, UN Agencies , Private sector, CBOs/CSOs/FBOs
5.	Landslides / Mudflows/Rock Falls/ Land Subsidence	NDOC	Kenya Red Cross, Mines and Geology Dept., Ministry of Environment, Dept. Of Geology - UON, National Youth, Community, NGOs & CBOs, Police, Military, Provincial Admin, Min of Roads and Public works, NEMA, National Counsel for Science and Technology, Regional Centre for mapping and resource development, UN Agencies, Private sector, CBOs/CSOs/FBOs
6.	Communicable diseases / Epidemics	Ministry of Health Ministry of Livestock	Kenya Red Cross Society, KEMRI, CDC, Min. of Special Programmes, Provincial Administration, NEMA, Min. of Heath and Medical NGOs, NDOC, Kenya Meteorological Department, Min. of Water, National Youth, Community, St John Ambulance, WHO, UNICEF, FAO, Private sector, CBOs/CSOs/FBOs
7.	Fire (Urban / Rural)	Local Authority	NDOC, Min. of Local Authorities, Kenya Wild Life Service, Ministry of Environment, MOD, , National Youth, Kenya Red Cross Society, St John Ambulance, Kenya Scouts Association, Kenya Police, Community, Public Works, Forest Department, UN Agencies, Private sector, CBOs/CSOs/FBOs

8.	Major Transport Accident - Road Accidents	Police (Traffic Dept)	NDOC, MSSP, PA&IS, National Youth Service, Kenya Red Cross, Fire Brigade, Min.of Health, Kenya Scouts Association, Min of Transport, Min of Roads and Public Works, Community, St John Ambulance, Private sector, CBOs/CSOs/FBOs
9.	Major Transport Accident - Rail accidents	Police/Kenya Railway	NDOC, MSSP, PA&IS, Police, National Youth, Fire Brigade, Min. of Health, Min of Transport, Community, Kenya Red Cross Society, Boy Scouts Association, St John Ambulance, UN Agencies, Private sector, CBOs/CSOs/FBOs
10.	Major Transport Accident - Aviation Accidents	Civil Aviation Authority	MOSD, NDOC, MSSP, PA&IS, Police, MOSD, Fire Brigade, Min.of Health, Community, Min of Transport, Kenya Air Force, Kenya Red Cross Society, Kenya Scouts Association, Ambulance Service, UN Agencies, Private sector, CBOs/CSOs/FBOs
11.	Industrial and Mine accidents / fires	Fire Brigade	Police, Min. of Public Health, Min of Public Works, NDOC, MSSP, PA&IS, Community, Kenya Red Cross Society, Kenya Scouts Association, Mines and Geology, Department of Industry, St. John, Industry Department, UN Agencies, Private sector, CBOs/CSOs/FBOs
12.	Marine accidents	Kenya Marine Authority/Marine Police	MOSD, KPA, Min. of Health NDOC, MSSP, PA&IS, Min of Transport, Kenya Navy, Community, Kenya Red Cross Society, Kenya Scouts Association, Mines and Geology, Min.of Trade and Industry, St. John, Industry Department, UN Agencies, Private sector, CBOs/CSOs/FBOs
13.	Environmental Pollution, Chemical/Oil spills	NEMA	Ministry of Environment, Ministry of Labour, Forest, Kenya Wildlife Services, NDOC, MSSP, PA&IS, Police, KPA, Kenya Maritime Authority, KEMFRI, MOSD, Min of Environment, Min of Water, Min. of Health, Kenya oil Refineries, National Oil Cooperation of Kenya, Kenya Pipeline Company, Research Institutions, UN Agencies Private sector, CBOs/CSOs/FBOs, LVEMP, TARDA
14.	Crisis (bomb threat, bomb explosion, Terrorist Attacks, hostage taking, stampede and crowd related incidents, demonstrations)	Police, MOSD	NDOC, MSSP, PA&IS, Bomb Disposal unit, NSIS, NCTC, Fire Brigade, Community, Kenya Red Cross Society, Kenya Scouts Association, Min. of Health, St. John Ambulance, UN Agencies Private sector, CBOs/CSOs/FBOs
15	Human conflicts	PA&IS-MSSP	NDOC, MOSD, NSIS, Fire Brigade, Community, Kenya Red Cross Society, NYS, Min. of Water, Min. of NK& ASAL, Min. of Health, KWS, Min. of Lands, St. John Ambulance, UN Agencies, Private sector, CBOs/CSOs/FBOs

SECTORAL / CLUSTER WORKING GROUPS ON DISASTER MANAGEMENT

34. These will be formed with a designated lead agency/department to work in an area of emergency management or humanitarian response in which gaps for action are identified.

The aim is to strengthen system-wide response technical capacity to respond to disaster situations by designating Sectoral Leads who are responsible for ensuring predictable and effective inter-agency and inter departmental approaches within the particular sectors or areas of activity concerned.

35. Functions of the Sectoral Leads

- a. Ensure predictable action within the sectoral area for analysis of needs, addressing priorities, and identifying gaps in the thematic area;
- b. Secure and follow-up on commitments from the sector area to contribute to responding to needs and filling the gaps in disaster response.
- c. Ensure that activities within a sector area are carried out
- d. Sustain mechanisms through which the sector area as a whole assesses its performance.
- e. Up-to-date assessments of the overall needs for human, financial, and institutional capacity in disaster response.
- f. Review of currently available capacities and means for their utilization as per needs.
- g. Links with other sectors, including preparedness measures and long-term planning.
- h. Take action to ensure that required capacities and mechanisms exist.
- i. Ensure training and system development at the national, district and community levels.
- j. All the Sectoral Working Groups shall be chaired by respective government ministries/departments with a lead role.

DISASTER RECOVERY PLANS

36. Recovery operations shall involve activities to restore immediate life support for victims and population affected by disaster emergency. This will include:
- a. Provision of goods and services that support normal life.
 - b. Actions that will reduce vulnerability of the population to a range of future hazards.
 - c. Stimulating local initiatives to respond to the effects and impacts of a disaster.
 - d. Developing plans and strategies to enhance the process of short, medium and long-term rehabilitation.

Table 11. Key Tasks and Activities in Recovery Operations

Key action areas	Tasks and activities
Immediate Responses (days to weeks after event)	<ul style="list-style-type: none"> - First Aid - Essential services restoration - Support services restoration - Recovery aid appeal - Recovery logistics - High level briefings - Information dissemination and Management - Network with local and external agencies - Medical Emergency Response
Short & Medium Term Recovery (weeks to months after disaster)	<ul style="list-style-type: none"> - Development of Recovery Plan for this disaster - Repair of houses and other buildings - Restoration of utilities and related facilities - Repair and replacement of infrastructure - Welfare assistance – building materials and financial assistance programmes - Restoration of social services such as education - Restoration of commercial & economic activities and services - Replacement of critical facilities such as ports, jetties and fuel depots - Coordinate inter-agency actions - Monitoring, evaluation and accounting - Restoration of external communications and transport arrangements

	<ul style="list-style-type: none"> - Network with local and external Agencies - Support communities to restore food security. - Support resumption of normal running of essential services to local authorities and government line ministries.
<p>Long Term Recovery (months to years after disaster)</p>	<ul style="list-style-type: none"> - Mitigation and risk reduction Planning - Physical Planning - Zoning - Supportive legislation - Building zones and permit Management <p>Vulnerability Reduction</p> <ul style="list-style-type: none"> - Retrofitting of critical facilities - Relocation of vulnerable groups - Environmental and vulnerability Impact Assessments - Hazards evaluations and mapping - Strengthening of multi-hazard end-end early warning systems. <p>Capacity enhancement for recovery</p> <ul style="list-style-type: none"> - Training and personnel development - Exercising and rehearsals of plans - Public awareness and education - Environmental Management - Coastal Zone protection - Reforestation and soil conservation - Development of GIS systems - Advocacy

CHAPTER 4:

COORDINATION STRUCTURES IN KENYA

KEY FORUMS

37. ***Humanitarian Services Committee***

There shall be established a Humanitarian Services Committee comprising of Permanent Secretaries and Chaired by the Public Service and Secretary to the Cabinet. The HSC shall among other things but not limited to the following:

- a. Advise cabinet on activation National Response Plan
- b. Initiate deployment of resources
- c. Source for the provision of non-emergency National resources and assistance
- d. Offer general policy direction on disaster emergency response activities.

The ideal membership of the HSC based on capabilities shall be

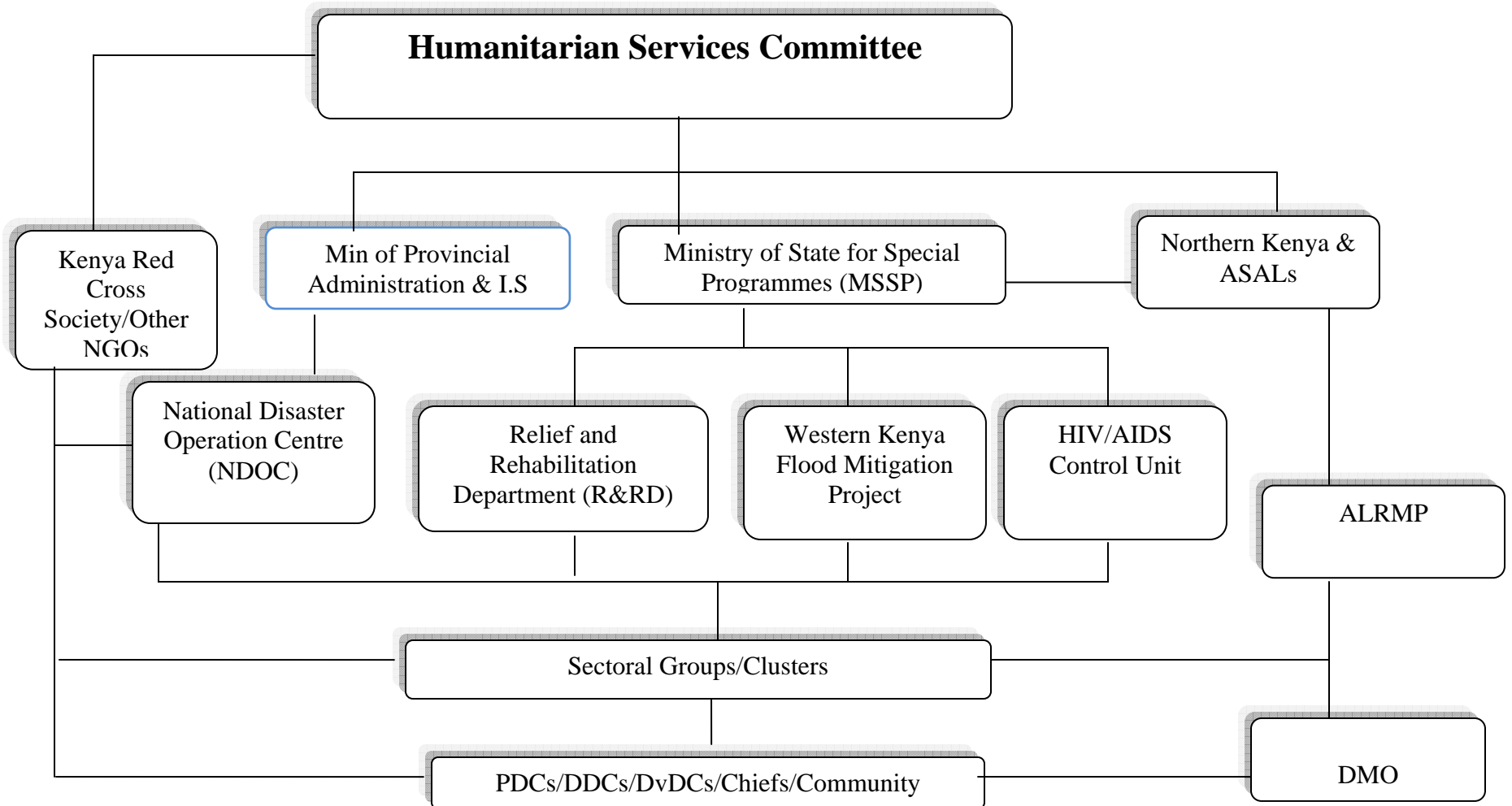
- a. PS secretary to cabinet and head of public service
- b. PS PA&IS
- c. PS MSSP
- d. Ps Public Health and Sanitation/Medical Services
- e. PS Agriculture/Livestock
- f. PS Housing/Land/Public Works
- g. PS Water and Irrigation
- h. Other Ministries may be co-opted on need basis
- i. Lead Agencies (Kenya Red Cross) on invitation
- j. UNOCHA on invitation

38. ***National Platform for Disaster Risk Reduction***

The Platform shall be the coordination mechanism for mainstreaming DRR into development policies, planning and programmes in line with the implementation of the Hyogo Framework for Action. The Platform shall aim to contribute to the establishment and the development of a comprehensive national DRR system as appropriate in Kenya. The National Platform shall:

- a. Work to establish baseline information for DRR, including disaster and risk profiles, national policies, strategies, capacities, resources and programmes;
- b. Identify trends, gaps, concerns and challenges and setting forth accepted priority areas in DRR;
- c. Advocate for the urgent need for developing or adopting policies and legislations for DRR;
- d. Benchmark progress made in promoting DRR and its mainstreaming into development policies, planning and programmes;
- e. Develop result-oriented work plans of National Platforms for DRR to coordinate the DRR activities in line with the HFA;
- f. Coordinate joint efforts among members of National Platforms for DRR to reduce the vulnerability of people at relatively high risk;
- g. Monitor, record and report of disaster risk reduction actions at national and community levels in line with the HFA;
- h. Document lessons learned and good practices, and share the findings (including promoting twinning of National Platforms for DRR) at national, regional and international levels; and
- i. Work towards better integration of DRR into national planning, policies and programmes in development and humanitarian assistance.

DISASTER RESPONSE COORDINATION IN KENYA



Kenya Food Security Meeting

39. KFSM is responsible for addressing food security issues, building trust, shared purpose and understanding, as well as maintaining institutional memory of the key national actors. It shall provide the mechanism to channel decisions upwards to the appropriate government bodies and donors, and is a mechanism for advising, accountability and legitimacy. The KFSM shall meet once a month, and shall be chaired by the Ministry of State for Special Programmes

Kenya Food Security Steering Group (KFSSG)

40. The KFSSG shall promote, strengthen and support the multi-agency approach to drought management and food security in Kenya. The KFSSG shall:
- a. Develop and implement mechanisms to coordinate the flow of drought management and food security information in the country and develop procedures to ensure appropriate dissemination and access to the information.
 - b. Coordinate the effective management of information and reporting sharing to ensure action planning and response coordination.
 - c. Develop coordinated response mechanisms to be adopted by all relevant stakeholders at both national and community levels.
 - d. Develop and manage a geographical targeting and distribution system for food and non-food responses to food insecurity and drought stress conditions that can be utilized by all stakeholders.
 - e. Provide technical advice and guidance to all relevant bodies on matters of food security and drought management as appropriate.
 - f. Support strengthening of District Steering Groups for effective management of drought and food insecurity in the drought prone areas.

National Disaster Operations Centre

41. The National Disaster Operations Centre is charged with the following functions:
- a. Overall coordination and control of the disaster response effort.

- b. Shall operate a 24/7 reporting centre, where emergency operation activities/events are recorded and communicated for action.
- c. Be the command centre for all communications and information relating to response operation.
- d. Liaison with line ministries on national response efforts on private companies' equipment hiring and compensation

Joint Operation Centre (JOC)

42. There shall be a joint operations centre to be setup during protracted emergency situations within the disaster scene. It shall comprise of the following members:

- a. NDOC staff and onsite liaison
- b. NDEC liaison
- c. LA representative.
- d. Response Agencies representatives
- e. NDOC public information liaison District / local liaison

ROLES AND RESPONSIBILITIES OF GOVERNMENT MINISTRIES AND DEPARTMENTS

43. The government ministries and departments will do the following in relation to preparedness for disaster response:

- a. Establishment of Emergency Centre in their own departments for the coordination and in time response in case of any emergency.
- b. Provision of cranes, dumpers, loaders tractors, road rollers, heavy trucks, generators, search lights and other machinery and cutters and other equipment necessary at the scene of incident.
- c. Availability of standby skilled trained and qualified staffs that have the capacity of deal with any type of disaster.
- d. Repair, maintenance and replacement of hanging and damaged electric wires in case of disaster in collaboration with power supply companies.

- e. Establishment of mobile emergency teams for on spot repair of vehicle / Fire tenders and other heavy machinery.
- f. Keeping sufficient stock of search lights, heavy duty bulbs, lantern, lights torches, trolleys, ropes, toe-chain, helmets etc. required in emergency.
- g. Keeping standby arrangement to meet all emergencies related to electricity break down and cases of electrocution
- h. Displacement of heavy machinery out of rush area to meet any emergency and to reduce reacting time.
- i. Removal of debris, obstacles/road blocks to ensure smooth flow of traffic
- j. Remove any encroachment obstructing the relief work.
- k. Restoration of normalcy after disaster or major livelihood disruption in the province.

44. Ministry of Provincial Administration and Internal Security

- a. Responsible for coordination of disaster response
- b. Provide policy directive in National emergencies
- c. Mobilization of the National and private sector resources
- d. Disseminate early warning information and issue media briefs
- e. Provide liaison with international agencies
- f. Maintenance of law and order
- g. Maintain situational awareness
- h. Provision of security personnel(Police, GSU and AP)
- i. Co-ordinate National efforts
- j. Identification of victims and survivors in co-ordination with ministry of health and other relevant agencies
- k. Provide onsite-communication
- l. Assist in the planning and implementation of the National emergency response plan
- m. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation

45. Ministry of State for Special Programmes

- a. Responsible for coordination of disaster risk reduction
- b. Provide policy directive in National emergencies
- c. Mobilization of the National and private sector resources
- d. Provide early warning and issue media briefs
- e. Provide liaison with international agencies
- f. Special clearance of disaster related goods from external donors
- g. Provide temporary shelters
- h. Provide light transport
- i. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation
- j. Consolidate flood damage reports for onward transmission to partners

46. Ministry of Public Health and Sanitation/Medical Services

- a. Provide emergency health care services.
- b. Ensures the availability of essential drugs as per allocation for each type of health facility.
- c. Ensure nutritional status is maintained.
- d. Ensures the availability of trained staff at every health facility.
- e. Controls vaccine preventable, endemic and epidemic diseases.
- f. Undertake vulnerability and risk analysis for health related issues;
- g. Conduct hazard based mapping of all health care facilities, including vulnerability assessment (infrastructure and organizational setup) and integrate hazard resilience measures;
- h. Develop a disease surveillance system to identify hotspots for communicable disease;
- i. Prepare protocols and guidelines to address all priority public health issues as part of preparedness, response and recovery plans;
- j. Develop disaster risk management plan to deal with communicable diseases, injuries following mass causality accidents and disasters with relation to department's mandate and assets;

- k. Allocate funds in annual budget for implementation of disaster risk management activities
- l. Coordinate with other partners and jointly identify appropriate actions for reducing vulnerability to health risks
- m. Establish emergency health operation to ensure better coordination and mobilization in emergency/ disaster situation at all levels;
- n. Set-up medical camps and mobilize emergency health teams including mobile hospitals, to be deployed in the event of a disaster;
- o. Mobilize all available health resources and possible assets for emergency interventions;
- p. Co-ordination of medical evacuation/ambulances
- q. Co-ordination of all other medical responders
- r. Mobilization of the National and private sector medical resources
- s. Provide post-disaster trauma services
- t. Co-ordinate mortuary and mass burials services
- u. Assist and liaise with Police in victim and survivors identification
- v. Provide temporary sanitary facility
- w. Provide decontamination expertise and facility

47. Ministry of Defense

- a. Provide search and rescue activities
- b. Provide air casualty evacuation
- c. Provide aerial platform for surveillance and observation
- d. Provide complementary Medical Services.
- e. Provide additional light and heavy lift transport
- f. Provide maritime search and rescue
- g. Provide additional fire fighting capability
- h. Provide complementary opening of alternative communication routes
- i. Assist in debris clearance
- j. Provide additional water supply and purification
- k. Provide decompression facilities
- l. Provide bomb disposal experts

- m. Provide additional security
- n. Assist in the planning and implementation of the National emergency response plan
- o. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation

48. Ministry of Local Government

- a. Provision of fire fighting services
- b. Provision and interpretation of town building plan
- c. Provision of additional medical/Ambulance services
- d. Provision of Heavy Mechanical equipment (Search and rescue Equipment)
- e. Restoration, Connection and disconnection of water, electricity and sewerage services
- f. Support and care for the local and wider community using local authority resources to mitigate the effects.
- g. Co-ordination of the response by organizations other than the emergency services, i.e. voluntary organizations
- h. Identification of survivor reception centres, evacuation centres and temporary mortuaries.
- i. Any other support as needs demands

49. Ministry of Housing and Urban Development

- a. Planning and provision of alternative shelter solution
- b. Mobilize resources for shelter
- c. Improvement of sewerage system and sanitary conditions to control flood risk;
- d. Allocate funds in annual budget for implementation of disaster response

50. Ministry of Planning and Vision 2030

- a. Planning for early recovery
- b. Mobilize resources for recovery
- c. Economic research and matters relating to sustainable development
- d. Monitoring and evaluation of response efforts

- e. Assist NDOC/MSSP in evaluation of damages and losses after disaster

51. Ministry of Finance

- a. Allocate funds for the establishment of a Disaster Management Fund, which could be utilized to organize emergency relief and to monetize the affected areas;
- b. Allocate financial resources to MSSP/NDOC and other line ministries and departments for implementation of disaster risk management activities as part of their development plans;
- c. Encourage financial service sectors and local capital markets to develop schemes for financing disaster risk reduction measures by families and community organizations;
- d. Incorporate provisions in micro-finance schemes to have flexible repayment schedules for recipients who have been affected by a disaster;
- e. Monitor and evaluate utilization of funds by relevant authorities and departments on disaster risk management;

52. Ministry of Roads and Public Works

- a. Organize emergency repairs for restoration of public transport routes after major disaster;
- b. Create access route for emergency response after major disaster
- c. Provision of heavy mechanical equipment
- d. Construction of bridging and alternative routes
- e. Provision of structural engineering services
- f. Assist in the design and construction of temporary shelters
- g. Provision of transport facilities
- h. Clearance of debris
- i. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation

53. Ministry of Energy

- a. Restore power supply
- b. Provide alternative power supply as necessary
- c. Assist in fire fighting
- d. Provide fuel as necessary
- e. Regulate dam water levels as necessary
- f. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation

54. Ministry of Agriculture

- a. Maintain Strategic Food Stocks to ensure sufficient food supply
- b. Provide food storage facilities
- c. Control of plants pest and crop diseases
- d. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation
- e. Allocate funds in annual budget for implementation of disaster response activities.
- f. Ensure sustainable livelihoods in areas of recurrent climate risks (i.e. arid and semi-arid zones, flood and drought prone areas) by promoting supplementary income generation from off-farm (e.g. animal husbandry) and non-farm activities;
- g. Promote crop planting especially fast maturing crops as part of early recovery.
- h. Assist in saving crops, agricultural land and livestock in disaster situation;
- i. Make available inputs like seed plant, fertilizers and agricultural equipment to victims of disasters on credit basis;
- j. Ensure adequate availability of food stocks in disaster situation;
- k. Organize ration depots at location required by the local authorities;
- l. Restoration of flood damages to agricultural fields, roads and railway tracks during emergency

55. Ministry of Livestock and Fisheries

- a. Ensure fodder security to the rural livestock economy
- b. Provide veterinary services to the livestock farmers
- c. Maintenance of reserve quota of vaccine in sera vaccine depot

- d. Provide emergency animal feeds in times of extreme bad weather such as severe drought
- e. Supply of vaccine to flood hit areas during actual flood season
- f. Provide emergency animal vaccines during outbreaks of animal diseases
- g. Doing vaccination campaigns on livestock
- h. Establish Livestock flood relief centres
- i. Take stock of damage and losses to department following disaster
- j. Treatment of sick and injured animals

56. Ministry of Water and Irrigation

- a. Assist and coordinate emergency repair of public services and their timely restoration
- b. De-silt of irrigation canals after the floods
- c. Providing assistance and evacuating trapped people during floods
- d. Provision of water and bulk water services
- e. Provide heavy mechanical equipment during floods
- f. Provide water treatment and sanitation services in emergencies
- g. Assist in the planning and implementation of the National emergency response plan
- h. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation
- i. Repair and broken dykes in flood affected areas
- j. Repairing of major leakage/bursting of the water supply lines, and resumption of immediate water supply.
- k. Arrange alternate water resources to meet all water shortage and emergencies.

57. Ministry of Environment & National Environment Management Agency (NEMA)

- a. Undertake environmental rapid needs assessment
- b. Undertake assessment of vulnerability of natural resources (forest, lakes, streams, mangroves, coral reefs, protected areas, coastal areas) to natural and human induced hazards;

- c. Implement programmes for conservation and rehabilitation of natural resources in order to reduce risks of natural hazards; e.g. reforestation, mangrove plantation, combating desertification, conservation of special natural resources; e.g. wetlands, lakes, reefs, mangroves, and coastal areas;
- d. Develop mechanisms for assessment of environmental losses and damages in the aftermath of disasters and their rehabilitation;
- e. Disseminate policies on environmental issues on disasters
- f. Provides rescue services, in cases of emergency, to the effected workers of mines if any mishap occurs.

58. Ministry of Transport

- a. Provide additional transport as necessary
- b. Designate alternate road, rail, airport and seaport facilities
- c. Provide early warning, weather forecasting and update
- d. Assist in the planning and implementation of the National emergency response plan
- e. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation

59. Ministry of Information Technology and Communication

- a. Restoration of communication facilities
- b. Assist in installation of emergency telephone communication facilities
- c. Dissemination of information and public awareness
- d. Develop alternative technologies to facilitate telecommunication during disaster in affected areas, in case of the collapse of mainstream communication systems;
- e. Coordinate with NDOC and the Joint Operations Centre (JOC) to ensure the provision of alternative communication technology and services to disaster survivors and response agencies;
- f. Ensure safety of telecommunication infrastructure in the disaster areas
- g. Provide trained manpower working in subordinate organizations who could be called in emergency for restoration purposes;

60. Ministry of Foreign Affairs

- a. Facilitate foreign assistance when required.
- b. Facilitate clearance of goods and personnel from outside during Level 4 disaster emergencies.
- c. Assist in crisis situation where International foreign visitors are involved.
- d. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation.

61. Ministry of Industrialization

- a. Monitor and encourage implementation of safety codes in industry;
- b. Undertaking inventories and inspect boilers.
- c. Implement guidelines for industrial sector to ensure safety of industry and its production processes during response in disaster area.
- d. Prepare inventories of industries based upon the type of chemicals and raw materials used in their products and the dangers posed by various types of industries;
- e. Implement safety codes and industry SOPs for all industries during response.
- f. Implement industry search and rescue plans

62. Ministry of Tourism

- a. Take stock and ensure safety of tourists and their properties
- b. Liaise with foreign missions for information
- c. Provide additional search and rescue personnel and equipment
- d. Assist in provision of additional transport and other facilities
- e. Provision of alternative shelter

63. Forestry and Wildlife

- a. Provision of additional search and rescue equipment including personnel and aircraft
- b. Ensure safety of Local and International Tourists in their areas of jurisdiction

- c. Ensures safety of victims within their jurisdictions
- d. Provide alternative airfields and shelter
- e. Open-up communication routes within their jurisdictions
- f. Provide alternative sources of energy within acceptable environmental policies

64. Ministry of Education

- a. Coordinate learning activities for school going children and examination centres during response
- b. Ensure safety of school going children and involve them in extra curricular and counseling activities
- c. Assist in provision of alternative shelter for disaster victims
- d. Encourage local educational authorities and teachers to implement school disaster response plans
- e. Conduct orientation programmes to raise awareness of education authorities, professors and teachers about disaster response in affected areas.
- f. Provide provisional assistance on education on times of disaster to ensure continuity of learning

65. Department of Geology

- a. Provide seismological data
- b. Liaise with University of Nairobi and relevant international agencies for continuous seismological reports
- c. Provide technical advice on landslides/mudslides
- d. Liaise with Meteorological department for weather related geological hazards

66. The Police Department (Traffic, GSU, AP)

- a. Maintenance of law and order situation in and around the incidence scene
- b. Cordon the affected area and control mob/crowd to facilitate the rescue operation

- c. Provide all relevant help/assistance to the rescue workers to carry out the emergency work without any distortion/interference
- d. Provide necessary help in evacuation of casualties from the affected area and arrange guidance/traffic cover
- e. Protect the resource and equipment required and being used at the scene of incidence/rescue.
- f. Prevention and detection of crime.
- g. Protection of life and property.
- h. Beef up/reinforce the resources required at the scene of accident.
- i. Ensure free flow of rescue and public transport vehicles and transport
- j. Identification of the dead in liaison with forensic Pathologist
- k. Facilitate investigation and preservation of the crime scene

67. The Fire Brigade

- a. Rescue of trapped persons.
- b. Preventing of further escalation by putting out fires and dealing with released chemicals.
- c. Advising police re evacuation.
- d. Assist in mass decontamination of people
- e. Liaison with ambulance service
- f. Health and safety of all people within inner cordon.
- g. In liaison with police, manage access through inner cordon.
- h. Minimizing effect on environment.
- i. Assisting police to recover dead.
- j. Taking part in investigation.
- k. Standby during recovery phase

68. The National Youth Service

- a. Provide personnel and equipment to assist for quick and effective search and rescue coverage, protection and operation in case of any disaster;

- b. Assist in debris clearance and restoration of essential services to the affected buildings;
- c. Work with the Fire Brigade in Rescue and First Aid operations related to fire and other rescue incidents

69. Kenya Meteorological Department

- a. Provide meteorological services during response operations.
- b. Provide Agro-meteorology, Hydrology, Astronomy and Astrophysics Seismology, Geomagnetism as required during response and recovery operations.
- c. Provide information on meteorological and geophysical matters with the objective of traffic safety in air, on land and sea, disasters due to weather and geophysical phenomena,
- d. Dissemination of warnings about hazards to relevant users for early response such as evacuation.

70. Major Hospitals

- a. Receive casualties and injured in case of a major incidence
- b. Provision and deployment of medical and paramedical personnel to the scene of incident or disaster.
- c. Provision of mobile medical services and ambulance service with medical facilities to affected areas.
- d. Arrangement of patients' beds and earmarking of patient wards to meet any emergency/crisis needs
- e. Provide blood transfusion facilities and motivate the people to donate blood
- f. Provide facilities for handling and disposal of dead
- g. Provide pathologists for crime scene investigation
- h. Team lead ambulance service provision
- i. Participate in rescue efforts, triage, treatment and transport of victims
- j. Set up and team lead counseling services on site
- k. Identification and tracing of the victims in liaison with the police
- l. Appeals for urgently required equipment /services / products e.g. blood during disaster response

71. Kenya Power and Lighting Company (KPLC)

- a. Provision of temporary power supply at the place of major incident or disaster
- b. Disconnection and reconnection of power supply as appropriate to avoid secondary hazards of electricity fire following a major disaster
- c. Attend to snapping wire and remove broken or snapped wires immediately especially in times of disaster and minimize secondary hazards.
- d. Repair and replace hanging and damaged power lines that may cause other hazards
- e. Maintenance of power supply lines and address of public complaints promptly in case of power failure.
- f. Provide safety measures and instructions on safe and friendly ways of using electric power

72. Kenya Airports Authority

- a. Implement emergency orders at the airport as per plan
- b. Assist in provision of additional fire tenders/crash tenders or any other appropriate machinery as per need, in case of a plane crash or related incidence
- c. Assist in provision of fire rescue service at the scene of incidence or plane crash
- d. Assist in Provision of sufficient number of skilled/unskilled persons, to meet disaster /crisis situation in case of emergency involving plane crash.
- e. Provide foam compound as per requirement on loan basis in case of emergency involving plane crash.

OTHER STAKEHOLDERS

73. Kenya Red Cross Society

- a. Mobilize teams of volunteers for disaster response
- b. Provide equipment and supply relief material, food distribution and mobilize communities and public for relief purposes
- c. Coordination of relief centres and camp activities
- d. Assist in rescuing the injured and trapped

- e. Work closely with local authorities to conduct joint assessments of damages, losses and needs of disaster survivors,
- f. Complementary medical services
- g. Provide clean drinking water in disaster sites
- h. Provide temporary shelter and non-food items (tents and mobile toilets) to displaced people and rescuers
- i. Solicit for international assistance for affected populations
- j. Provision and coordination of supply of non-food items
- k. Provide tracing and protection services
- l. Prepare to provide, in cooperation with other agencies, the appropriate personnel and the equipment needed in the emergency response operation

74. Ambulance Services

- a. Ambulance Incident Officer (AIO) initially coordinates on-site Health Service response.
- b. Providing treatment, stabilization and care of injured.
- c. Providing appropriate transport, medical staff, equipment and resources.
- d. Establishing triage to prioritize evacuation of injured.
- e. Nominating/alerting receiving hospitals.
- f. Standby during recovery phase.
- g. Supply of eatables and essential items of daily use to the relief centres, established for the disaster victims.
- h. Details of the Hospitals, having facility to accommodate burns patient along with number of beds available.

75. Insurance Sector

- a. Liaise with investigating team to gather information on the incident
- b. Assist in immediate financing of the insured victims
Assist in provision of essential services to responders and victims as a social responsibility

76. **Banks**

- a. Provide opportunities for accessing immediate funds for victims or next of kin
- b. Assist in provision of essential services to responders and victims as a social responsibility

77. **Media**

- a. Receive situation information from the Incident Commander/Liaison/Information Officer.
- b. Disseminate accurate incident information to victims, next of kin and the general public
- c. Assist in the dissemination of urgent appeals or information on request
- d. Attach a media liaison Officer if required

78. **NON GOVERNMENTAL INSTITUTIONS (I/NGOS)**

- a. All Sectoral activities by NGOs and INGOs will be coordinated through line ministries.

79. **UNITED NATIONS AGENCIES**

- a. UN agencies shall be coordinated through the UN Humanitarian Coordinator.
- b. UN agencies shall respond to disasters as per their mandate and capacity.
- c. UN agencies will participate and provide Technical and financial support through Humanitarian Service Committee (HSC).

80. **COMMUNITY BASED ORGANIZATIONS**

- a. CBOs shall train respective communities about local early warning system, evacuation, first aid, search and rescue, fire fighting etc.
- b. CBOs shall use skills and knowledge of community leadership for effective disaster response

Simulations and Drills

81. *Responsibility for Organizing the Drills*

Periodically the Ministry of State for Special Programmes in collaboration with Ministry of State for Provincial Administration and Internal Security (NDOC) and other partners will plan and carry out exercises or drills on various scenarios to assess the procedures in this document.

82. The following scenarios for table top exercises shall be undertaken in drills:

- a. A major flood event with trans-boarder consequences both inter-province or international (area to be identified),
- b. A major explosion at a main office block in Nairobi
- c. An Industrial accident or fire in a main factory with chemicals
- d. A dam burst at a specific river
- e. A railway accident at a road junction
- f. A prolonged drought affecting a number of districts
- g. An aircraft crash near an airport touching a major highway

83. *Schedules for Organizing the Drills*

- a. There shall be at least one drill per year at the national level.
- b. Sectoral or agency specific drills shall take place twice yearly.
- c. Lessons learnt from the drills and those from the previous and ongoing disaster incidents shall be incorporated in this plan as appropriate.
- d. The annual drills shall be planned at Provincial and District levels in coordination with MSSP and NDOC who shall provide guidance and evaluation personnel.

84. *Resources for Organizing the Drills*

The MSSP and PA&IS (NDOC) will facilitate and provide resources for the drills. Various departments, agencies and organizations shall bear their cost of involvement in the drills.

Annex A:

Contacts of Key Stake-holders

1. Ministries' Contacts

MINISTRY	PHYSICAL ADDRESS	TELEPHONE, FAX EMAIL
OFFICE OF PRESIDENT		
Enquiries & All Offices	P.O Box 30510 Nairobi	Tel:254-20-227411
PS Provincial Administration & Internal Security	Nairobi	Tel:254-20-227411
Famine Relief & Arid land	Nairobi	Tel:254-20-227411
Famine Relief & Rehabilitation	Nairobi	Tel:254-20-227411
Government Chemist Enquiries & all Off. Government Chemist	P.O Box 30014 Nairobi	Tel: 254-20-2725806 254-20-2725807
AGRICULTURE		
Food Supply Management Office Nairobi Planning Unit, Nbi	P.O Box 34889 Nairobi	Tel: 254-20-211545 254-20-211545
ENERGY		
Head Office Kenyatta Avenue (Enquiry & all Offices)	P.O Box 30582 Nairobi	Tel: 254-20-310112
Administration PS Snr Deputy Secretary Deputy Secretary/Admin Chief Superintending Engineer Electrical Engineers Chemical Engineers	P.O Box 30014 Nairobi	Tel: 254-20-310112 254-20-310112 254-20-310112 254-20-310112 254-20-310112 254-20-310112
ENVIRONMENT & NATURAL RESOURCES		
Head Office Enquiries & All Offices	P.O Box 30521 Maji Hse, Ngong Rd Nairobi	Tel: 254-20-2716103 254-20-229261

Mines & Geological Department Chief Geologist Inspector Explosives Cartographer	P.O Box 30009 Kencom Hse Nairobi	Tel: 254-20-229261 254-20-542040 254-20-541040
FINANCE		
Head Office Treasury building PS Finance Secretary Economic Secretary Administration	P.O Box 30007 Harambee Avenue Nairobi	Tel: 254-20-252299 254-20-252299 254-20-252299 254-20-252299
Customs & Exercise Dept	P.O Box 40160 Forodha Hse Nairobi	Tel: 254-20-2715540 Fax: 254-20-2718417
Freight Terminals J.K.I.A	P.O Box 19070 Nairobi	Tel: 254-20-822854 Fax: 254-20-822526
Passenger Terminals J.K.I.A	P.O Box 19070 Nairobi	Tel: 254-20-812111 Fax: 254-20-822207
Cargo Terminals J.K.I.A	P.O Box 19070 Nairobi	Tel: 254-20-812111 Fax: 254-20-822526
Inland Container Deport	P.O Box 40160 Nairobi	Tel: 254-20-823806 Fax: 254-20-823806
Wilson Airport	P.O Box 40160 Nairobi	Tel: 254-20-501317 Fax: 254-20-604051
Coast Region Customs House Mombasa	P.O Box 90601 Mombasa	Tel: 314044/5 Fax: 311040
Moi Airport Office	P.O Box 90601 Mombasa	Tel: 433211
Kilindini Port	P.O Box 95300 Mombasa	Tel: 225811 Fax: 313222
Old Port	P.O Box 90601 Mombasa	Tel: 225637
FOREIGN AFFAIRS		
Old Treasury Bldg, Harambee Av. Enquiries & All Offices	P.O Box 30551 Nairobi	Tel: 254-20-318599
Permanent Secretary	P.O Box 40160 Nairobi	Tel: 254-20-318599
Director of Political Affairs	P.O Box 40160 Nairobi	Tel: 254-20-318599
Deputy Secretaries	P.O Box 40160 Nairobi	Tel: 254-20-318599
Under Secretaries	P.O Box 40160 Nairobi	Tel: 254-20-318599
MINISTRY OF HEALTH		
Head Office – Afya Hse, Cathedral Rd Enquiries & All Offices	P.O Box 3001 Nairobi	Tel: 254-20-2717077
Permanent Secretary	P.O Box 40160 Nairobi	Tel: 254-20-2717077

Headquarters Utalii Hse, Uhuru highway	P.O Box 30027 Nairobi	Tel: 254-20-313010
Planning	P.O Box 30027 Nairobi	Tel: 254-20-313010
Directorate of Information Director of Information	P.O Box 8053 Nairobi	Tel: 254-20-248707 Fax: 340659
Assistant Director of Information (Press)	P.O Box 8053 Nairobi	Tel: 254-20-248707 Fax: 340659
Kenya News Agency Jogoo Hse, Taifa Rd	P.O Box 8053 Nairobi	Tel: 254-20-223203 Fax: 211812/ 340659
LABOUR & HUMAN RESOURCES		
Head Office Social Security Hse, Bishop Rd Permanent Secretary Deputy Secretaries National Employment Bureau	P.O Box 40326 Nairobi	Tel: 254-20-2729800 Tel: 254-20-2729800 Tel: 254-20-2729800 Tel: 254-20-2720863
Manpower Planning Department Director Labour Commissioner	P.O Box 40326 Nairobi	Tel: 254-20-2720863 254-20-2729800
LANDS & HOUSING		
Head Office Ardhi Hse, Ngong Rd Enquiries & All Offices Permanent Secretary Deputy Secretaries	P.O Box 30450 Nairobi	Tel: 254-20-2718050 254-20-2718050 254-20-2718050
Lands Department Commissioner of Lands	P.O Box 30089 Nairobi	Tel: 254-20-2718050
Housing Department Head Office Arthi Hse Director of Housing Human Settlement Secretariat	P.O Box Nairobi	Tel: 254-20-2718050 254-20-2718050
Department of Surveys Director of Surveys Kenya Institute of Surveying & Mapping, Ruaraka	P.O Box 30046 Nairobi P.O Box 64005 Nairobi	Tel: 254-20-2718050 254-20-861486
LOCAL GOVERNMENT		
Head Office Jogoo Hse' A', Taifa Rd Permanent Secretary Deputy Secretary (Admin)	P.O Box 30004 Nairobi	Tel: 254-20-217475 254-20-217475 254-20-217475
Urban Development Cianda Hse, Koinange St Deputy Director (Water & Sewerage) Chief Economist Chief Quantity Surveyor	P.O Box 30004 Nairobi	Tel: 254-20-340972 254-20-340972 254-20-340972 254-20-340972

Supt. Engineer Principle Social Planner Supt. Architect		254-20-340972 254-20-340972 254-20-340972
PLANNING & NATIONAL DEVELOPMENT		
Treasury Bldg, Harambee Avenue Policy & Analysis Division	P.O Box 30007 Nairobi	254-20-252299 254-20-2711600
ROADS & PUBLIC WORKS		
Headquarters Ministry Of Works Bldg Ngong Rd Permanent Secretary Engineer-in-chief	P.O Box 30260 Nairobi	Tel: 254-20-2723101/8 254-20-2723135 254-20-2723101 254-20-2723101
Departments Chief Architect Supt. Building Survey Chief quantity Surveyor Chief Structural Engineer Chief Electrical Engineer Chief Fire Officer Chief Materials Engineer Chief Superintending Engineers Chief Mechanical & Transport Engineer Government Transport Officer	P.O Box 30260	Tel: 254-20-2723101 254-20-2723101 254-20-2723101 254-20-2723101 254-20-2723101 254-20-2723101 254-20-541500 254-20-541500 254-20-540220 254-20-540220
TRADE & INDUSTRY		
Roads Department Chief Engineer (Roads) Chief Engineer (Planning) <u>Chief Structural Engineers:</u> Bridges Contracts Design Feeder Roads	P.O Box 30260 Nairobi	Tel: 254-20-2723101 254-20-2723101 254-20-2723101 254-20-2723101 254-20-2723101 254-20-2723101
TOURISM & WILDLIFE		
Utalii Hse, off Uhuru Highway Permanent Secretary	P.O Box 30027 Nairobi	Tel: 254-20-316849 254-20-313010 Fax: 254-020-318045 254-20-316849
Department of Tourism Director of Tourism	Nairobi	Tel: 254-20-313010
TRADE & INDUSTRY		
Teleposta Towers, Kenyatta Avenue Permanent Secretary	P.O Box 30430 Nairobi	Tel:254-20-311887 254-20-311887
Department of Planning	P.O Box	Tel: 254-20-316849

Principal Economist	Nairobi	
Department of Industry Director of Industry	P.O Box 30418 Nairobi	Tel: 254-20-316849 254-20-316849
TRANSPORT		
Head Office Transcom Hse, Ngong Rd Permanent Secretary Deputy Secretaries Under Secretaries	P.O Box 30418 Nairobi	Tel: 254-20-2729200 254-20-2729200 254-20-2729200 254-20-2729200
Transport Road Transport Branch Nyayo Hse Registrar of Motor Vehicles Chairman TLB	P.O Box Nairobi	Tel: 254-20-316845 254-20-316845 254-20-316845
Director of Civil Aviation Inquiries & All Offices Flight Operations Air Traffic Control	P.O Box 30163 Nairobi	Tel: 254-20-824557 254-20-824557 254-20-824557
Jomo Kenyatta International Airport All Offices	P.O Box 19031 Nairobi	Tel: 254-20-824700
<u>Wilson Airport</u> All Offices	P.O Box 30163 Nairobi	Tel: 254-20-501216
Meteorological Department Kenya Meteorological Dept HQs Enquiries & All Offices Director	P.O Box 30259 Nairobi	Tel: 254-20-567880 254-20-567880
WATER RESOURCES MANAGEMENT & DEVELOPMENT		
Head Office Mai Hse, Ngong Rd Permanent Secretary	P.O Box 49720 Nairobi	Tel: 254-20-2716103 254-20-229261 254-20- 2716103
Water Development Director Principal Geologist Chief Hydrologist Principal Chemist		254-20-2716103 254-20-2716103 254-20-2716103 254-20-2716103

Ministry of Defense (DOD)

OFFRS/INSTITUTION	TEL. NO
DHQ (DOD)	254-20-2721100 254-20-2722270 Ops Command 254-20-2723412
Eastern Command	254-20-823301
Western Command	254-51-850664
HQ Kenya Army	254-20-2726806 254-20-2728228
HQ Kenya Airforce	254-20-6764321
HQ Kenya Navy	254- 41451930 254- 41451806

Medical Facilities in Nairobi

FACILITY NAME	BED CAPACITY	OPS THEATRE	ICU APACITY	NO.OF A MB	TEL. NO	FAX. NO
MOH HQS						713234
Dir Med Services						
Disease Outbreak					2718292	
Knh/Knh Pro	2400	14		4	271105 2722288 2726300	
Nairobi Hospital	199	4			2714400 352101-6	
Forces Memorial	120	2		4	2727610	
Aga Khan	280	3			740000 350921 742763-7	
MP Shah	96	2		1	3742985 3742754	
Guru Nanak	46	2		2	6764811 6762615	
St. James	60	2			606060 6605041-2	
Masaba	119	2		1	566885 573858	
Getrude	78	2		1	7634747 351863	
Mater	140	3			531199 351268-70	
Metro Politan	37	1		1	0733718857	
Karen	102	3			020-82606 020-82917	
Nazareth	200	2			335684	
Nairobi West	78	2		1	603492/5050 64	
Nairobi Women	57	3		1	2726821 2726827	

Ambulance and Air Services

FACILITY NAME	TEL. NO	MOBILE NO.	FAX. NO
St. Johns	244444 210000		216573
AAR	2717374/5 2715319		

Kenya Red Cross	600669		603589
Amref- Coordinator	604651-6	0733-628422	
Intensive Care Air-Ambulance	600600 604945		
Phoenix Aviation	605837		

Media Houses

FACILITY NAME	TEL. NO	FAX. NO
KBC	334565	229658
STD Group	332658/9	337697
Nation Media Group	221222	213946
Royal Media	249120 2721414	
KTN	227122	214467
Kenya Times	332055	332055
People	253344 253166	253344
Nation TV	241866/7	
Nairobi PIO	335511	335585
Kameme FM	343054	318521
AFP French News	230613/4	
STV	3222512	

Fire, Search and Rescue

FACILITY NAME	TEL. NO	FAX. NO	CONTACT PERSON
Nairobi Fire Brigade	2222181-3		
Kws Director	603792 601432	607749	0722-740789 0722-206958
Amref	604451-6		
Kenya Red Cross	60393 503789		
Mombasa Fire Office			
Jkia	822111		
Wilson Airport	501943		
Kplc	243366	2227622	
Oil Spill Kpa	041451930 221211		
Kcaa	824557 824002		
Knight Support Svcs Boats & Divers	608868/78		MOBILE: - 0733-296042 MOBILE: - 0733-519694
Urban Fire Services Ltd		Tel: 020-3004491, Fax: 020-3004491 Mobile: 0722404508 Email: urbanfire@africaonline.co.ke	
Knight Support Ltd		Tel: 254 20 882920/1 Fax: 254 20 882919	

Manchester Outfitters (Ea) Ltd	Tel: 020-535593/4/5/6. Fax:531554 Email: sales@manchester_outfitters.com admin@manchester_outfitters.com
Pewin Supplies Limited	Tel: 608367
Sangyug Enterprises Ltd	Tel: 3752040/1/2 Fax: 254-20-3752039 Email: info@sangyug.com
SOFADECCA	Tel:25420227644/623 Fax:25420227614 Email:sofadeca@yahoo.com

Kenya Police

OFFRS/INSTITUTION	TEL. NO	MOBILE NO.
Police HQS	254-020-342305 254-020-310225 254-020-341411-8	
Duty Office – Radio Room	254-020-310225 254-020-342394	
PA To Compol	254-020-344241	0722-612774
Director Ops	254-020-229172	0722-444110
Chief Communication Officer	254-020-215294	0721-764139
Police Spokesman		
Comdt Prescort	254-020-3744226	
Comdt Admin Police	254-020-2227411	
Comdt APTC	254-020-823216-8	
Comdt Dog Unit	602618	0722-760262
Comdt G.S.U	8560310	
Traffic Comdt	8562263	
Director C.I.D		0722-850032
Apo Nairobi Area	254-020-721520	
Chief Controller	254-020-2724154	
Deputy P.P.O	254-020-721624	0733-743501
Coast Province		
P.P.O	254-041-229657	0722-346494
D/P.P.O	254-041-227238	0725-211406
Eastern Province		
P.P.O	254-0161-30043	0736-429145
D/P.P.O	254-0161-30043	
Rift Valley Province		
P.P.O	254-0512-215023	0722-485357
D/P.P.O	254-0512-212163	0728-310663
Western Province		
P.P.O	254-056-30817	0722-846769
D/P.P.O	254-056-30506	0722-371120
Central Province		

P.P.O	254-0612-30015	
D/P.P.O	254-0612-30138	0726-255744
North Eastern Province		
P.P.O	254-046-3217	0721-140210
D/P.P.O	254-046-3209	0733-606308
Nyanza Province		
P.P.O	254-0572021732	0722-657854
D/P.P.O		0724-311445
Commandant Police Air Wing	020606419	
Commandant – Sgb/U Camp	604030 604250 603758	
Anti-Terrorist Police Unit	274727	
Diplomatic Police	7124133 0202059528	
Anti-Stock theft Police	0514014052	

Provincial Commissioners

OFFERS/INSTITUTION	TEL. NO	MOBILE NO.	FAX. NO
Nairobi	254-20-312226 254-20-341666	0733-868880	340753
Rift Valley	0512216524	0722-740982	2212344
Eastern	06831020 06830500		31022
North Eastern	0463448 0463215		2563
Nyanza	0572023954 0572024346	0724-233813	2023945
Western	05630679 05630109 05630750 (HSE)	0722-776158	30327
Central	06130619 061203061/20		
Coastal	254-041-2311205 254-041-2222812	0723-704633	

Railways

Commandant/D/Comdt	254-20-224613 254-20-227504	0722-888579	
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Airports

Commandant - KAPU	254-20-82291		
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UN Bodies

World Food Programme	7622043		7622588
UNDP	7621234 7624450		7624490
UN OCHA	020 7624443/4176		7624661

WHO	2723080		
UNICEF – KCO	7622137		

Private Sector Contacts

Mechanical Engineering Capacity (Hydraulics/Pressure Etc) Equipments

NAME OF COMPANY	ADDRESS	TELEPHONE/FAX/EMAIL
Mipet Agencies	P.O Box 18844-00100 Nairobi	TEL: 020-3861322 MOBILE: 0721791290 EMAIL: mipetagencies@gmail.com
Fontana Enterprises Ltd	P.O Box 18783 Nairobi	TEL:020-558820 FAX: 020-550874 EMAIL: fonatnald@yahoo.com

Elevators and Escalators

East African Elevator Co Ltd Otis Bldg Bondo Rd off Dunga Rd	P.O Box Nairobi	TEL: 254-020-552790 254-020-552772
MIT'S Electricals Co Ltd Mitsubishi Elevators and Escalators Yaya Centre A41, Norfolk Tws, Kijabe Street	P.O Box 76187 Nairobi	TEL:254-020-228838 254-020-229642 254-020-212045 FAX: 254-020-212045 Email: tel@form-net.com

Baumann Engineering Ltd Kampala Rd, Ind Area	Tel:254-020-536485 254-020-350263 Fax: 55466876
Car & General (K) Ltd Lusaka Rd/Dunga Rd, Ind Area	TEL: 254-020-554500/8/16
FAMIAR Generating Systems Ltd Cummins, Perkins & Lister Petter Msa Rd, next to Crater Automobiles	Tel:254-020-6760427 254-020-551940 Mobile: 0722-411075 Email: fgs@saamnet.com
Kirloskar Kenya Ltd Off Dunga Rd, off MOPW	Tel:254-020-536633 Fax: 254-020-533390
Rift Valley Machinery Services Ltd Lusaka Rd	Tel: 254-020-537197 254-020-350100 254-020-537195 254-020-557333 Fax: 254-20-558849 Email: rivamac@alphanet.co.ke
Schindler	Email: info@ke.schindler.com Fax: 020-313279

Power Supply

Electrical and Lighting Capacities

NAME OF COMPANY	ADDRESS	TELEPHONE/FAX/EMAIL
Sangyug Enterprises Ltd	P.O Box 31438- 00600 Nairobi	TEL: 3752040/1/2 FAX: 254-20-3752039 EMAIL: info@sangyug.com
IBERAFRICA Power (EA) Ltd Head Office Laxcon Hse, Limuru Rd Plant Office Lungalunga Rd, Industrial Area	P.O Box 32431 - 00600 Nairobi	TEL: 3752040/1/2 FAX: 254-20-3751883 254-20-3655608 FAX: 254-20-554890
Kenya Electricity Generating Company Ltd (KENGEN Stima Plaza, Ph II, off Limuru Rd	Nairobi	TEL: 3666000
Kenya Power and Lighting Co Ltd Kolobot Rd off Limuru Rd	Nairobi	Tel:254-20-32013201
Tsavo Power Co Ltd Nation Centre, 13 th floor, Twr A, Kimathi Street	Nairobi	Tel:254-20-318969 254-20-318970

Maritime/Salvage Capacities

Sangyug Enterprises Ltd	TEL: 3752040/1/2 FAX: 254-20-3752039 EMAIL: info@sangyug.com
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Search and Rescue Capacity

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Shepherd Aviation Consultancy	TEL: 254-20-2718831 CELL: 254-723576454 EMAIL: nbiwott@kenyaweb.com
Eliud and Associates	TEL: 254-2-343471/243623 FAX: 254-2-243633 EMAIL: willis_oduor@yahoo.com okelloomedo@gmail.com
Kenya Civil Aviation Authority JKIA	Tel: 254-2-827470 Fax: 254-2-822300 Email: kcaa@nbnet.co.ke

Civil/Engineering Works Capacity

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Fontana Enterprises Ltd	TEL:020-558820 FAX: 020-550874 EMAIL: fonatnald@yahoo.com
Kundan Singh Construction Ltd	020-8560044/3003/105/3090/594 FAX:8563070/8560083 EMAIL: ksc_ltd@africaonline.co.ke/ kenexim@swiftkenya.com
Pheng (Kenya) Ltd	TEL: 244658/244659 FAX: 254-020-313219 EMAIL: mkiambigi@pheng.net

Emergency Medical Services (EMS) Capacities

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Medipharm East Africa Ltd	Tel: 254-020-343272/212869 Fax: 254-020-221408 Email: sales@medipharm.co.ke
AAR Health Care	Tel: 254-020-2715319 Fax: 254-020-2715328 Emergency No's: 2717374/5/6 Email: info@aar.co.ke
Urban Fire Services Ltd	Tel: 020-3004491 Fax: 020-3004491 Mobile: 0722404508 Email: urbanfire@africaonline.co.ke
Eliud and Associates	Tel: 254-2-343471/243623 Fax: 254-2-243633 Email: willis_oduor@yahoo.com okelloomedo@gmail.com

Sangyug Enterprises Ltd	Tel: 3752040/1/2 Fax: 254-20-3752039 Email: info@sangyug.com
Group Three Ltd	Tel: 2024567 Mobile: 254-722809917 Email: g3l@gmail.com
Esprint Medical Equipment	Tel: 254-722104342 Email: esprintmedequip@yahoo.com
Resources and Energy Development Co. Ltd	Tel:2015519 Email: redcams@gmail.com

Medical Equipment

NAME OF COMPANY	ADDRESS	TELEPHONE/FAX/EMAIL
Resources and Energy Development Co. Ltd	P.O Box 43479-00100 Nairobi	Tel:2015519 Email: redcams@gmail.com
Integrated Business Development Kenya Ltd	P.O Box 44639-00100 Nairobi	Tel: 020-535393/4/5/6 Fax:020-531554 Email: ibdkenya@btinternet.com
Esprint Medical Equipment	P.O Box 5221-00506 Nairobi	Tel: 254-722104342 Email: esprintmedequip@yahoo.com
Pewin Supplies Limited	P.O Box 61555 Nairobi	Tel: 608367

Security Services/Resources

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Sangyug Enterprises Ltd	Tel: 3752040/1/2 Fax: 254-20-3752039 Email: info@sangyug.com
Eliud and Associates	Tel: 254-2-343471/243623 Fax: 254-2-243633 Email: willis_oduor@yahoo.com okelloomedo@gmail.com
Natechal Disaster Management Services Ltd	TEL: 020-3753195 EMAIL: natechal@yahoo.com

Disaster Management Consultancy and Training

NAME OF COMPANY	ADDRESS	TELEPHONE/FAX/EMAIL
Microflex Business Solutions (Africa) Ltd.	P.O Box 57732 Nairobi	Tel: 253261/224813 Fax:253281 Email: enjiru@microflexk.com
Trudea Services Project Consultants	P.O Box 61486 P.O Box 739 Nairobi and Busia	Tel: 055-23037 Fax: 055-23037 Email:trudea2000@yahoo.com

		trudea2005@gmail.com
Resources and Energy Development Co. Ltd	P.O Box 43479-00100 Nairobi	Tel:2015519 Email: redcams@gmail.com
Shepherd Aviation Consultancy	P.O Box 67860-00200 Nairobi	Tel: 254-20-2718831 Cell: 254-723576454 Email: nbiwott@kenyaweb.com
Motivator Enterprises Ltd	P.O Box 6092-00300 Nairobi	Tel: 254-2-601460/0721500100 Fax: 254-2-608251 Email: motivator@africaonline.co.ke
Emergency Rescue and General Services Association (ERAGS)	P.O Box 40890 Nairobi	Tel: 020-225314 Mobile: 0722574309 Email: davidmmaina@yahoo.com
Global Fields Institute	P.O Box 52355-00200 Nairobi	Tel: 254-020-310760 Fax: 254-020-343763 Mobile: 254-6117098/720213478 Email: info@globalfieldsinstitute.com
Safety Surveyors	North Eastern	Email: info@safetysurveyors.com
Eliud and Associates	P.O Box 9483-00100 Nairobi	Tel: 254-2-343471/243623 Fax: 254-2-243633 Email: willis_oduor@yahoo.com okelloomedo@gmail.com
Kenyatta University Department of Geography	P.O Box 43844 Nairobi	Tel: 810901 EXT 57321
Gicheru Kambo	P.O Box 10095-00100 Nairobi	Tel: 020-2726240 Cell: 0721388591 Email: gicherukambo@justice.com
Geo Ecosystems Services	P.O Box 15591 Nairobi	Cell: 0722268500
Microflex Business Solutions (Africa) Ltd	P.O Box 57732-00200 Nairobi	Tel: 254-020-253261/224813 Fax: 254-020-253281
Kenya Civil Aviation Authority	Nairobi	
Masinde Muliro University of Science and Technology	P.O Box 190-50100 Kakamega	Tel: 056-31375 Fax: 056-30153 Email: cdmha2004@yahoo.com
Psychological Health Services	P.O Box 8160 – 00300 Nairobi	Tel: 02-3747675, 7344605 Fax: 3747675 Email: phs@psychohealth.co.ke
Otieno Odongo and Partners Consulting Engineers	P.O Box 54021 Nairobi	Tel: 254 020 3870022 Fax: 254 020 3870103 Email: oopkenya@wananchi.com
Natechal Disaster Management Services	P.O Box 38954 00623	Tel: 020-3753195 Email: natechal@yahoo.com

Ltd	Nairobi	
Millenium Management Consultants	P.O Box 44569-00100 Nairobi	Tel: 254-20-652374/5, 557055 Fax: 254-20-652375 Email: mmcafrica@mmcafrica.com
Shepherd Aviation Consultancy	P.O Box 67860-00200 Nairobi	Tel: 254-20-2718831 Cell: 254-723576454 Email: nbiwott@kenyaweb.com
Motivator Enterprises Ltd	P.O Box 6092-00300 Nairobi	Tel: 254-2-601460/0721500100 Fax: 254-2-608251 Email: motivator@africaonline.co.ke
Emergency Rescue and General Services Association (ERAGS)	P.O Box 40890 Nairobi	Tel: 020-225314 Mobile: 0722574309 Email: davidmmaina@yahoo.com
Global Fields Institute	P.O Box 52355-00200 Nairobi	Tel: 254-020-310760 Fax: 254-020-343763 Mobile: 254-736117098/720213478 Email: info@globalfieldsinstitute.com
Securifast Trainers and Consultants	P.O Box 50588-00200 Nairobi	Tel: 020-3860591 Mobile: 0722540755 Email: mowuor@securifast.com
Urban Fire Services Ltd	P.O Box 25686 Nairobi	Tel: 020-3004491 Fax: 020-3004491 Mobile: 0722404508 Email: urbanfire@africaonline.co.ke
Eliud and Associates	P.O Box 9483-00100 Nairobi	Tel: 254-2-343471/243623 Fax: 254-2-243633 Email: willis_oduor@yahoo.com okelloomedo@gmail.com
Kenya Civil Aviation Authority	P.O Box 30163 - 00100 Nairobi	Tel: 254-2-824557 Fax: 254-2-824716 Email: kcaa@insightkenya.com
AAR Health Care	P.O Box 41766-00100 Nairobi	Tel: 254-020-2715319 Fax: 254-020-2715328 Emergency No's: 2717374/5/6 Email: info@aar.co.ke
East African Development Consultants	P.O Box 48000 00100 Nairobi	Telefax: 254-020-4450570 Email: eadecke@yahoo.com
Millenium Management Consultants	P.O Box 44569-00100 Nairobi	Tel: 254-20-652374/5, 557055 Fax: 254-20-652375 Email: mmcafrica@mmcafrica.com

Mapping Consultants

NAME OF COMPANY	ADDRESS	TELEPHONE/FAX/EMAIL
Geomaps International Ltd	Nairobi	Tel: 254-020-2710145

Matubato Rd		254-020-2715829 254-020-2715741
Photomap International Lower Hill, Masaba Rd	Nairobi	Tel: 254-020-2725306
Regional Centre for Mapping of Resources for Development (RCMRD) Kasarani Rd	Nairobi	Tel: 254-020-860227 254-020-860265 254-020-861775
Survplans Jabavu Apartments, Jitigemea Place, Suite B1, Jabavu Rd	Nairobi	Tel: 254-20-27168290

Counseling Services

Amani Counseling and Training Institute Mbagathi way off Langata Rd	P.O Box 41738 00100 Nairobi	Tel: 602672/602673 Mobile: 0722626590 Email: accti@wananchi.com
Kenya Association of Professional Counselors Engyo Plaza, Kamunde Rd .	Nairobi	Tel: 254-20-784217 254-20-786310 254-20-784254
Lifespring Counseling and Training Centre Normadie Centre, Ground floor. Ralph Bunche/Lenana Rd	Nairobi	Tel: 254-20-2717856 254-20-2717857
Psychological Health Services Medical, Psychotherapy and Training. Amani Plaza, Mezz floor. High ridge	Nairobi	Tel: 254-20-3747675 254-20-3744605 Cell: 0722-872202
Psychological Health Services	P.O Box 8160 – 00300 Nairobi	Tel: 02-3747675, 7344605 Fax: 3747675 Email: phs@psychohealth.co.ke
Oasis Africa: Oasis Counseling Centre and Training Institute.	P.O Box 76117- 00508 Nairobi	Tel: 254-020-2715023 Fax: 020-2721157 Email: admin@oasisafrica.info

Environmental Audit and Expertise

NAME OF COMPANY	ADDRESS	TELEPHONE/FAX/EMAIL
Safety Surveyors Ltd	P.O Box 27671- 00506 Nairobi	Tel:532549,532550,537062,550373 Fax: 527057 Email: info@safetysurveyors.com

Kenya National Cleaner Production Centre	P.O Box 1360-00200 Nairobi	Tel: 604870/1,603842,603493 Fax: 604871 Email: info@cpkenya.org
Shepherd Aviation Consultancy	P.O Box 67860-00200 Nairobi	Tel: 254-20-2718831 Cell: 254-723576454 Email: nbiwott@kenyaweb.com
Motivator Enterprises Ltd	P.O Box 6092-00300 Nairobi	Tel: 254-2-601460/0721500100 Fax: 254-2-608251 Email: motivator@africaonline.co.ke
Kenface Enconsults (Africa) Ltd	P.O Box 14219-00100 Nairobi	Tel: 020-607973 Fax: 020-607022 Email: info@kenface.org
SarEnvi Environment Specialists	P.O Box 42393-00100 Nairobi	Tel: 254-724682425 Email: sarah.macharia@yahoo.com
Water and Environment Management Consultants Ltd	P.O Box 144-00517 Nairobi	Tel: 254-020-890950 Fax: 254-020-891829 Email: wemcons@todays.co.ke
Pheng (Kenya) Ltd	P.O Box 75461-00200 Nairobi	Tel: 244658/244659 Fax: 254-020-313219 Email: mkiambigi@pheng.net
The Association of Consulting Engineers of Kenya	P.O Box 72643 Nairobi	Tel: 249085 Email: acek@mitsuminet.com
Masinde Muliro University of Science and Technology	P.O Box 190-50100 Nairobi	Tel: 056-31375 Fax: 056-30153 Email: cdmha2004@yahoo.com
Millenium Management Consultants	P.O Box 44569-00100 Nairobi	Tel: 254-20-652374/5, 557055 Fax: 254-20-652375 Email: mmcafrica@mmcafrica.com
Sustainable Futures Consultants and Publishers.	P.O Box 5541 - 00200 Nairobi	Tel: 2540720640692 Email: susfutures_org@yahoo.co.uk

Cranes

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
BMK (Nairobi) Ltd Mombasa Rd, MPPS Yard.	Tel: 254-20-536922 254-20-536923
Industrial Plant (EA) Ltd Industrial Area Kampala Rd.	Tel: 254-20-350636 254-20-350637 254-20-350638 254-20-350092
Rockwell Engineers Ltd Industrial Likoni Rd.	Tel: 254-20-535544

Transport Services – Cargo

A to Z Transporters Bhanderi Rd	Tel: 254-020-3748109
M A Bayusuf & Sons Ltd Airport North Rd	Tel: 254-020-823352 254-020-823353
Multiple Hauliers Co Ltd Lungalunga Rd	Tel: 254-020-650582
Signon Freight Ltd Signon Freight Complex, JKIA Cargo Village	Tel: 254-020-822600
A O Bayusuf & Sons Ltd	Tel: 254-020-802213 254-020-820214 254-020-820213
Highway Carriers Ltd Coast hauliers Ltd Nairobi/Mombasa Hwy	Tel: 254-020-556346 254-020-556347 254-020-557184 Email : info@highwaycarriers.com Fax : 254-020-552085
Kisaingu Transporters Ltd Volvo Godown, off Msa Rd after Airport Turnoff	Tel: 254-020-826144 254-020-826145 Email : bk@kisaingutransporters.com Fax : 254-020-826147
Malde Transporters Ltd Nyahera Rd, off Lungalunga Rd	Tel: 254-020-651165 Fax : 254-020-553650
P N Mashru Ltd Off Enterprise Rd	Tel: 254-020-650224
Pelican Haulage Contractors Ltd	Tel: 254-020-823154 254-020-821257 254-020-821258 254-020-821256
Roy Spares & Hauliers Ltd Kasarani Roysambu Round about, Thika Rd	TEL: 254-020-862980 254-020-862981 254-020-862983 254-020-862982

Transport Services – Personnel

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Eldoret Express Co Ltd Off Ngara Rd	Tel: 254-020-676686 254-020-676685
Molo Line Services Ltd Cross Rd, Nyamakima	Tel: 254-020-242018 Mobile : 0722-735607
Budget Car Hire Mombasa Rd off MPPS	Tel: 254-020-622144 Fax : 254-2-822370

Kenya Bus Services Ltd City Square	Tel: 254-020-229707 254-020-229561 254-020-343485 Fax : 254-2-341380 Mobile : 0733-372506/0733-410538
Express Connections - DM Outering Rd	Tel: 254-2-785885 Mobile :
City Hoppa	Tel: 254-020-650782 254-020-554208 254-020-554095 Fax : 254-2-214467 Mobile : 0720-476801/0735-268366
Akamba Bus Co. Kirui Rd off Kamp Rd Ind Area	Tel: 254-2-556062 Fax : 254-2-57313

Water Supply, Sanitation And Purification Services

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Integrated Business Development (K) Ltd.	Tel: 020-535593/4/5/6 Email: ibdkenya@btinternet.com
Medipharm (EA) Ltd	Tel: 343272/212869 Fax: 221408 Email: sales@medipharm.co.ke
Kentainers Ltd	Tel: 823513/4/5/6 Fax: 823927, 823717 Email: info@kentainers.com
Euro Water Services Ltd	Tel: 254-020-315841/3 Fax: 254-020-224338 Email: techno@kenyaweb.com
Esprint Medical Equipment	Tel: 254-722104342 Email: esprintmedequip@yahoo.com
Nelma Associates	Tel:2-3003526 Mobile: 0722262788 Email: nelma_associates.yahoo.com
Aquachem Technologies Ltd	Tel: 020-3752422/4776349 Telefax: 020-3752367 Email: aquachemtl@wananchi.com
Merry Water Services	Tel: 254-020-890950 Fax: 254-020-892249 Email: wemcons@todays.co.ke
Gosho and Associates Ltd	Tel: 254-020-317495 Cell: 0721200520, 0735 821530 Email: gass@odays.co.ke
Masinde Muliro University of Science and	Tel: 056-31375

Technology	Fax: 056-30153 Email: cdmha2004@yahoo.com
Aberdare Water Ltd Lokitaung Rd off Likoni Rd	Tel:254-020-552306 254-020-530442
Alphine Holdings Ltd Jubilee Insurance Hse, 2nd Flr Wabera St.	Tel: 254-020-213299
Aquamist Ltd Rhapta Rd Westlands	Tel: 254-020-4443945 254-020-4444113 254-020-4447374 254-020-4447244 Fax : 254-020-4447970
Aquapure Mineral water Ngong Rd	Tel: 254-20-883808
Alphine Coolers Ltd Rd A off Enterprise Rd	Tel: 254-020-555160/1/2 254-020-534365 Fax : 254-020-533476 Email : info@alphineone.com
Grange Park Mineral Water Distributors: Usafi Services Ltd Off Karen Rd, Karen Grange Park Farm	Tel: 254-020-882061 Fax : 254-020-882063 Email : sales@grange-park.com
Highlands Mineral Water Co Ltd Ihururu Rd Nyeri	Tel: 254-061-2296 Fax : 254-061-30216 Email : highlands@highlandske.com
Keringet Pure Natural Mineral Water - Crown Distributors Ltd Corner of Rd A, Enterprise Rd	Tel: 254-020-351823 254-020-351824 254-020-551252 254-020-551253 254-020-555111 Fax : 254-020-536968 Email : keringet@water.co.ke
Kilimanjaro Beverage Co Ltd Gailey and Roberts Complex Witu Rd	Tel: 254-020-350185 254-020-558720 254-020-558743 254-020-530587 254-020-556036 Mobile : 0734-716295 0721-630268

Emergency Shelter Services

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Kenya Canvas Ltd Biashara St Kirinyaga Rd	Tel: 254-020-343262. 254-020-341991 254-020-223045
Kenya Tents Ltd	Tel: 254-020-802083.

After Roysambu, off Thika Rd, Kasarani	254-020-802873 Mobile : 0722-364844 0733-952110 Fax:254-020-803216 Email: tents@wananchi.com
Mega Tents George Padmore Rd, off Marcus Garvey Rd, Hurlingham	Tel: 254-020-2712532 254-020-568951 Fax:254-020-2713735
Tent and Camp Logistics Ltd Waiyaki Way, Mountain View	Tel: 254-020-630897
Texpro Ltd (Watu wa Hema) Kirinyaga Rd opp Shell Service Station	Tel: 254-020-216109 Email: texpro@wananchi.com
Manchester Outfitters (EA) Ltd	Tel: 020-535593/4/5/6. Fax:531554 Email: sales@manchester_outfitters.com admin@manchester_outfitters.com
Kenya Vehicle Manufacturers Ltd	Tel: 067-21711/5 Fax: 067-31434 Email: kvm@kvm.co.ke
Kenepco Ltd	Tel: 2045057 Mobile: 0722262588
Nelma Associates	Tel:2-3003526 Mobile: 0722262788 Email: nelma_associates.yahoo.com
Esprint Medical Equipment	Tel: 254-722104342 Email: esprintmedequip@yahoo.com

Prefabricated Buildings Providers

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
East African Metal Works Ltd Chogoria Rd, Ind Area	Tel: 254-020-558671 254-020-558147 254-020-652565 254-020-557115 Mobile: 0722-718407 0733-770134
Eco-Homes Ltd Peponi Plaza, 1 st Flr, Peponi Rd, Westlands	Tel: 254-020-3744339 254-020-351191 254-020-352403 254-020-352404 Mobile: 0722-202338 0733-611010 Fax: 254-020-3748503 Email:caa@caagroup.com
Economic Housing Group Ltd EHG Factory Made Houses & Offices	Tel: 254-020-531100 254-020-531120

off Dunga Rd, Ind area	254-020-531050 Fax : 254-020-556939
Gordhandas Dharamshi & Bros Ltd Off Msa Rd	Tel: 254-20-530942 254-20-530943
Timsales Ltd Enterprise Rd, Ind Area	Tel: 254-20-532955

Communication Services

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Safaricom Ltd Safaricom Hse Waiyaki Way	Tel: 254-2-4273272 Fax: 254-2-4445419
Celtel Parkside Towers off Msa Rd	Tel: 254-2-69010000 Fax: 254-2-69011114

Radiation Expertise

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Radiation and/or Nuclear Emergencies	Tel:254-20-2714558/397 Fax: 254-20-27142383 Email: rpbkenya@nbnet.co.ke

Personal Protection and Equipment (PPES) Providers

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Resources and Energy Development Co. Ltd	Tel:2015519 Email: redcams@gmail.com
Manchester Outfitters (EA) Ltd	Tel: 020-535593/4/5/6. Fax:531554 Email: sales@manchester_outfitters.com admin@manchester_outfitters.com
Integrated Business Development Kenya Ltd	Tel: 020-535393/4/5/6 Fax:254-020-531554 Email: ibdkenya@btinternet.com
Tools and Spanners	Tel: 254-20-313288/253815 Fax:254-20-313287 Email: toolspa@iconnect.co.ke
Pal-Tech (E.A) Ltd	TEL: 020-2012329/2053394 MOBILE: 0722670658
Nelma Associates	TEL:2-3003526 MOBILE: 0722262788 EMAIL: nelma_associates.yahoo.com
Kenepco Ltd	TEL: 2045057 MOBILE: 0722262588
Sangyug Enterprises Ltd	TEL: 3752040/1/2

	FAX: 254-20-3752039 EMAIL: info@sangyug.com
Domshon Kenya Ltd	TEL: 254-020-553712/3 FAX: 254-020-553715 EMAIL: domshonkenyaltd@yahoo.com

Building and Civil Engineering Contractors

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
China Road & Bridge Corp (K) Hatheru Rd	Tel: 254-20-568820 254-20-568820 254-20-570272
EpcO Builders Ltd Off Enterprise Rd	Tel: 254-20-532696 254-20-534729 254-20-820631
Kirinyaga Construction (K) Ltd Hatheru Rd	Tel: 254-20-2713222 254-20-2713219 Fax: 2714790
Laxmanbhai Construction Ltd Laxcon Hse 1 st Flr Limuru Rd	Tel: 254-20-341474 254-20-3741778 254-20-3741637
Nyoro Construction Co Ltd Coffee Plaza 3 rd Flr Haile Selassie Ave	Tel: 254-20-312379 254-20-826273 254-20-249680
Pelican Engineering and Construction	Tel: 254-20-823624 254-20-823625 254-20-823961 254-20-862964
Sumitomo Construction Co Ltd. Kimathi Hse 3 rd Flr Kimathi Street	Tel: 254-20-212599 254-20-3747598 254-20-2714468 254-20-2716035 254-20-2723630
Zakhem Construction (K) Ltd Maendeleo Hse Monrovia Street	Tel: 254-20-229981 254-20-229982 254-20-229983
Zakhem Construction (K) Ltd - Yard Outering Road, Ruaraka	Tel: 254-20-862112 254-20-862434 254-20-862257 254-20-862113
H Young & Co (EA) Ltd Funzi Road, off Enterprise Rd, Industrial Area	Tel: 254-20-530145 254-20-530146 254-20-530147 254-20-530148 254-20-530149 254-20-530150

Hayer Bishan Singh & Sons Ltd Kalyan Hse, 2 nd Flr Tubman Rd.	Tel: 254-20-221471 254-20-244997 254-20-245199 254-20-312733
Kabuito Contractors Ltd Chester Hse, Koinange Street Lenana Rd Spring Valley	Tel: 254-20-241830 254-20-241831 254-20-250845 254-20-2508288 254-20-521745 254-20-521803
S S Mehta & Sons Ltd Off Enterprise Rd.	Tel: 254-20-558181 254-20-559438 254-20-556306 Cell: 0722-872202
Kundan Singh Construction Ltd	Tel : 020-8560044/3003/105/ 3090/594 Fax:8563070/8560083
Mipet Agencies	Tel: 020-3861322 Mobile: 0721791290
Beltpro (K) Ltd Avon Centre, Dar es salaam Rd, Industrial Area	Tel: 254-20-535902 254-20-554986
East African Chains Ltd MwanzoHse, Dunga CIs Industrial Area	Tel: 254-20-556370 254-20-531379 254-20-535879
Hydrosteel & Allied Engineering Theta Ln off Lenana Rd	Tel: 254-20-2726376 254-20-2726377
Marshal fowler (Engineers) Ltd Enterprise Rd, Industrial Area.	Tel: 254-20-532228

Water And Water Pumps Services

NAME OF COMPANY	TELEPHONE/FAX/EMAIL
Agro Irrigation & Pumps Services Ltd Old Airport Rd, opp Basco Paints	Tel:254-020-6751086
Baumann Engineering Ltd Kampala Rd, Ind Area	Tel: 254-020-350264
Davis & Shirliff Ltd Dundori Rd, Ind Area	Tel: 254-020-536901
Hydroserve East Africa Ltd Photomap Bldg, 1st Flr, Masaba Rd Upper hill	Tel: 254-020-2733945
Indchem Equipments Ltd Meters Pumps 12,24,240 volts Cameo Cinema Bldg, 1 st Flr	Tel: 254-020-214028 Fax: 254-020-214031
National Water Conservation & Pipeline Corporation Commercial St/Workshop Rd, Ind Area	Tel: 254-020-531044 254-020-531046 254-020-556600

Nairobi City Water & Sewerage Co Ltd Kampala Rd, Ind Area	Tel: 254-020-557131 254-020-557132 254-020-557133
Techno-Plast Ltd Nadume Cls off Lungalunga Rd	Tel: 254-020-553088 254-020-551822
City engineering Works (K) Ltd Busia Rd, off Enterprise Rd, Ind Area	Tel: 254-020-558904 Email:city@mitsuminet.com
David Engineering Ltd Marshal Fowler Bldg off kobil, Enterprise Rd, Ind Area	Tel: 254-020-554085 254-020-531499 254-020-350605 254-020-556531 Mobile: 0724-390666 0733-333483
Kentainers Ltd Embakasi Rd off Airport North Rd	Tel: 254-020-823513 254-020-823514 Mobile: 0722-812175 0722-812176
ROTO Moulders Ltd Enterprise Rd near Jomo Kenyatta Foundation, Ind Area	TEL: 254-020-531063
Hydroserve East Africa Ltd Photomap Bldg, 1st Flr, Masaba Rd Upper hill	Tel: 254-020-2722623 Mobile: 0722-522979 0722-776506
Alphine Coolers Ltd Rd A off Enterprise Rd	Tel: 254-020-534749 254-020-534365 254-020-536863
Aquachem Technologies Ltd Wason Hse, 1 st Flr, Ngara Rd	Tel: 254-20-3752422 254-20-3752367 Mobile: 0722-779411
Aquatab Agencies New Hall, Bomas of Kenya	Tel: 254-20-890950
Aquachem Technologies Ltd Wason Hse, 1 st Flr, Ngara Rd	Tel: 254-20-3752422 254-20-3752367 Mobile: 0722-779411
Davis & Shirliff Ltd Dundori Rd, Ind Area	Tel: 254-020-555683
Hydroserve East Africa Ltd Photomap Bldg, 1st Flr, Masaba Rd Upper hill	Tel: 254-020-2725451
Nelion Enterprises Ltd Jeevan Bharat Bldg, 7 th Flr	Tel: 254-020-225794

Annex B:

Disaster Response Kit

Disaster Composite Team Rescue Kit

- Individual protection kit
- Respiratory equipment
- Medical equipment
- Rescue tools
- Fire fighting equipment
- Hazardous material equipment
- Alarm and warning equipment
- Monitoring equipment
- Power generators/electrical equipment
- Diving equipment
- Communications equipment
- Dogs
- Tents
- Maps
- Vehicles

Individual Protection Kit

S/NO	EQPT TYPE	QTY	REMARKS
1.	Helmet	120	One per composite team crew
2.	Working coveralls	120	„
3.	Waterproof coveralls	120	„
4.	Reflective jackets	120	„
5.	Rescue /Safety boots	120	„
6.	Rescue harnesses	120	„
7.	Rescue/safety gloves	120	„
8.	Rescue lanyard	120	„
9.	Life jackets	120	„
10.	Protective goggles	120	„
11.	Water/shock proof torch	120	„
12.	Rescue knife	120	„
13.	Leather man knife	120	„
14.	Safety torch	120	„
15.	Whistle	120	„
16.	Distress indicator	120	„
17.	Night vision goggles	120	„

Respiratory Equipments

S/NO	EQPT TYPE	QTY	REMARKS
1.	Full face breathing mask with accessories	50	
2.	Breathing apparatus with accessories	30	

Medical Equipments

S/NO	EQPT TYPE	QTY
1.	Rescue sheet	15
2.	Spine board and head immobilizer	10
3.	Medical gloves	30
4.	Thomas splints (Assorted)	15
5.	Body bags (6 per Section)	200
6.	Oxygen Mask	5
7.	Oropharyngeal tubes	50
8.	Endotracheal Tubes-disposable	50
9.	Oral Airways (mouth guard)	20
10.	NaNSOPharyngeal airways	100
11.	Portable Oxygen Cylinders	5
12.	Stethoscopes	5
13.	Magills Forceps (intubation)	2
14.	Tongue Depressors wooden	500
15.	Cervical (Neck) Collars (Assorted)	100
16.	Delivery kit	5
17.	Stretchers: (1) Scoop Stretchers (2) Flexible Skedornavy (3) Field Stretcher (4) Basket Stretcher	10 10 10 10
18.	Splints- Segar	10
19.	Thomas emergency pack	5
20.	Back Slabs-Assorted	20
21.	Air Splints -Assorted	20
22.	Portable Medical Bags	2
23.	Nebulizer Machine	2
24.	Otoscope	1
25.	Laryngoscope (adult/child)	2
26.	Reservoir bag	5
27.	Nebulizer Masks	40
28.	Oxylog 200 ventilator	1
29.	Innocare ECG monitor	2
30.	Life pack 10 defibrillator	1
31.	Ambu foot suction unit	2
32.	Suction tubes	100
33.	Segar emergency traction pack	2
34.	Vacuum mattress (FERNO)	5
35.	Life boat stretcher system with accessories	5
36.	BP machines portable	4

37.	Fracture boards	10
38.	Automatic loading stretcher	3
39.	Suction machine, with rechargeable battery	3
40.	Defibrillator with monitor	3
41.	Transport ventilator	3
42.	Transport, patient monitor	3
43.	Complete silicon resuscitation kit-adult & paediatric size	6
44.	Forehead lamp	3
45.	Portable flashlight with charger	3
46.	Spinal board	3
47.	Cervical collar set with carrying case	6
48.	Reflective jacket	6
49.	Anti-trauma scoop stretcher	3
50.	Emergency bag with basic diagnostic equipment	3
51.	Assorted hollow ware	3
52.	Thermal blanket	3
	Antiseptic	3 Tube
	Tincture Iodine BP 50ml	3 Bottles
	Cotton Bandage (WOW) 2"	3 Dozen
	Cotton Bandage (WOW) 3"	3 Dozen
	Cotton Bandage (WOW) 4"	3 Dozen
	Elastoplast strips	3 Packet
	Triangular bandage with safety pin	6 Pcs
	Standard dressing - finger	12 Pcs
	Standard dressing -Medium hand	15 Pcs
	Standard dressing - Eye	18 Pcs
	Standard dressing - Large wound	21 Pcs
	Factory eye drops 50ml	3 Pcs
	Gallipot stainless steel 4"	3 Pcs
	Kidney dish stainless steel 6"	3 Pcs
	Absorbent lint 15Grams	3 Pcs
	Surgical scissors stainless steel 5	3 Pcs
	Forceps stainless steel 5"	3 Pcs
	Clinical thermometer	3 Pcs
	Surgical gloves 7.5	6 Pcs
	Paracetamol tablets 500mg (1000's)	3 Bottles
	Antiacid tablets 5mg (1000m's)	3 Bottles
	Piriton tablets 5mg (100m's)	3 Bottle
	Metal Box with lock & keys	3 Pcs

Rescue Tools

S/NO	EQPT TYPE	QTY	REMARKS
1.	Crash and rescue tool kit	3	Metal cutting saw, aircraft cable cutter, pliers, hacksaw frame and blades, grabbling hook and rope, screw drivers, Neoprene rubber plugs, vice grip wrench serrated edge hand axe, rescue knife
2.	Universal tool box	5	45 pieces
3.	Helmet with lamp	30	
4.	Wood axe	30	
5.	Serrated/standard axes	30	
6.	Spades	30	For digging, scooping
7.	Shovels	30	
8.	Fire brooms	30	
9.	Forks	30	
10.	Mattocks	30	
11.	Craw bar	30	
12.	Hack saws	30	
13.	Sledge hammers	30	
14.	Claw hammers	30	
15.	Mallets	30	
16.	Bolt cutters	30	
17.	Door opening tool set	5	
18.	Wire and cable cutters	10	
19.	Saw blades	30	For wood/metal/universal application
20.	Chain saws with accessories	5	2-5 HP
21.	Multi purpose saw with accessories	5	5-7HP
22.	Flame cutting eqpt	5	Portable/oxy acetylene
23.	Steel wire ropes	5	30-50 metres
24.	Towing steel cable	5	30-50 metres
25.	Telescopic spreaders with accessories for various applications	5	100-150 KN
27.	Hydraulic power units with accessories for various application	5	3-6KW
28.	Submersible pumps	5	
29.	Hydraulic jacks	5	5-50Tons
30.	Chisels	30	
31.	Building props	30	

33.	Hoist chains (Chain blocks)	10	3-20 Ton
34.	Pneumatic drill	5	
35.	Sand bags	2000	
37.	Supporting metal beams	30	
38.	Portable diesel water pumps	5	
39.	Rescue line and ropes	30	20-50 metres
40.	Inflatable rescue cushions	2	
43.	Vertical spiral rescue chutes	2	
44.	Life rafts	5	
45.	Pipe Wrench	5	10-20 inch
46.	Adjustable Wrench	5	10-20 inch
47.	Wrecking bar	5	25-35 inch
48.	Duct tape	10	100-200 metres
49.	Rescue sheet	100	
50.	Lifting bags	10	
51.	Dust mask	1000	Disposable
52.	Ear plugs	1000	Disposable
53.	Ear defenders	30	
54.	Vice grips	5	
55.	Caution tape	10	500-1000 metres
56.	Pry bar	5	

Individual Protection Kit

S/NO	EQPT TYPE	QTY	REMARKS
1.	Fire fighters boots	30	
2.	Fire fighting gloves	30	
3.	Proximity heat protection suit	30	
4.	Thermal under suit	30	
5.	Protective hood	30	
6.	Delivery fire hoses/ couplings, fittings and nozzles	20	Each
7.	Foam-making branch pipes	5	
8.	Portable foam generators and accessories	2	
9.	Fire suppression equipment	10 sets	Fire blankets, extinguishers (powder/foam/CO2)
10.	Portable fire pumps	2	
11.	Foam compounds	As reqd	Aqueous Fume Film Foaming Foam (AFFF)/Film forming Fluoro proteins/Alcohol

			resistant film forming foams
12.	Fire fighting tool box	2	
13.	Fire rescue saw	5	
14.	Portable breathing air compressor	2	
15.	Hose repairing sets	2	
16.	Hose hoist	2	
17.	Hose roller	5	
18.	Ladders (7-20 metres)	3	Aluminium, wooden, rope ladders
19.	Fireman's axe	30	

Annex C:

Fire Fighting Equipment

Hazardous Material Equipment

S/NO	EQPT TYPE	QTY	REMARKS
1.	Chemical resistant safety boots	30	
2.	Escape hood	30	Evacuation smoke hood
3.	Chemical protection suit	30	Protect against respiratory/eye/skin exposures
4.	HAZMAT pumps with accessories	2	For acid/oils/chemicals spillages
5.	Chemical protection gloves	30	
6.	Containers and collecting eqpt	10	Drums, Buckets, funnels etc
7.	Safety tools	20	Leak sealing paste, stoppers, scoops etc
8.	Warning/ prohibition signs	10	
9.	Oil and chemical binding agents	400kg	
10.	Oil barriers	100 pcs	
11.	Decontamination eqpt	2 sets	Showers, tubs and tent self contained emergency eye wash station
12.	Ventilator and smoke extractor	5	
13.	Leak testing device	2	

Alarm and Warning Equipment

S/NO	EQPT TYPE	QTY	REMARKS
1.	Manually operated sirens With accessories	5	
2.	Electrical alarm sirens with accessories	5	
3.	Electronic sirens and public address systems	5	
4.	Rotating beacons/flash lights/mega phones	5	

Monitoring Equipment

S/NO	EQPT TYPE	QTY	REMARKS
1.	Gas detectors with accessories	2	
2.	Basic radiation measuring	2	Dose rate meter

	devices		
3.	Contamination monitor	2	
4.	Temperature monitoring devices	2	Such as infra-red thermometers, normal
5.	Basic meteorological measuring devices	2	Wind direction socks
6.	Wind velocity meter device	2	
7.	Victim locating devices with accessories	10	Acoustic life detector kit Visual search camera
8.	Metal detection devices	10	For mines, bombs, ammo parts
9.	Liquid level indicator	5	For liquid gases
10.	Aquaphon detection system	5	For locating underground cables and metallic pipes.
11.	Thermo imaging camera with accessories	5	
12.	Binoculars	10	

Power Generators/Electrical Equipment

S/NO	EQPT TYPE	QTY	REMARKS
1.	Portable power packs with accessories	4	2x3-5KVA/2x10-15KVA
2.	Search lights with accessories	5	Explosion proof
3.	Portable flood lights with accessories	5	
4.	Cable reels (high quality hard rubber)/steel	10	Oil/acid/lyes resistant, 100-200m
5.	Plugs and sockets	50	Assorted
6.	Battery charging unit	2	
7.	Electrician's tool box	2	
8.	Electrician boots	30	
9.	Electrician gloves	30	

Diving Equipment

S/NO	EQPT TYPE	QTY	REMARKS
1.	Bull dog grips	25	
2.	Body jack	2	3-10ton
3.	Come home	2	3-15 tons
4.	Demolition kit	2	
5.	High pressure air compressor (petrol) portable	2	
6.	VHF marine radio water proof	5	

7.	Ropes manilla/hemp	2	½", 1", 1 ½", 2", 2 ½", 3"100 ft
8.	Shackles	3	½", 1", 2", 3", 4", 5", 6"
9.	Snap rings (carabinas)	25	
10.	Underwater torches	20	
11.	Diving knives	20	
12.	Wire ropes rolls	25	½", 1" 1 ½", 2"of each
13.	Diving suit	20	
14.	Buoyancy compensators	20	
15.	Demand valves	20	
16.	Air bottles	20	
17.	Underwater welding generator	2	
18.	Underwater cutting tools sets	2	
19.	Underwater video camera	1	
20.	Rubber dinghies	3	10-20man
22.	Outboard engines	3	25-90 HP
23.	Underwater lifting bags	10	5-20 Ton
24.	Rescue rings	10	
25.	Floating line	10	
26.	Diving fins	20	
27.	Diving boots	20	
28.	Underwater compass	20	

Common Equipment

S/NO	EQPT TYPE	QTY	REMARKS
1.	HF radios	5	3xMan pack, 2xBase station
2.	VHF radios	5	Man pack
3.	Motorola	30	Hand held
4.	Mobile sets	10	

Dogs

S/NO	EQPT TYPE	QTY	REMARKS
1.	Sniffer dogs	5	Integral to the disaster composite team
2.	Kennels	5	
3.	Air/Sea dog transportation cage	5	

Tents

S/NO	EQPT TYPE	QTY	REMARKS
1.	Corridor tent	5	
2.	Tents 160lbs	1	Command post

Maps

S/NO	EQPT TYPE	QTY	REMARKS
1.	Kenya Map	20	1:250,000
2.	Kenya Map	20	1:50,000
3.	Cadastral maps	20	For major cities
4.	Global Positioning System (GPS)	5	
5.	Compasses	20	

Vehicles

S/NO	EQPT TYPE	QTY	REMARKS
1.	Land Rover (FFR)	1	
2.	Land Rover (GS)	1	
3.	Field ambulance	3	
4.	Fire tender	2	
5.	Rescue tender	2	
6.	TCV	3	
7.	Hazardous material trailer	1	
8.	GS cargo trailers	4	
9.	52 Seater bus	2	
10.	Sniffer dog van	1	
11.	Water bowser	1	
12.	Fuel bowser	1	
13.	Field kitchen trailer	1	
14.	Mobile toilet trailer	1	

Annex D:

Relevant Laws, Policies and Protocols

- Environment Management and Coordination Act (EMCA) of 1999
- The Kenya Red Cross Society Act Cap 256
- The Water Act Cap 372
- Grass Fire Act Cap 327
- Petroleum Act Cap 116
- The Explosives Act Cap 115
- St. John Ambulance of Kenya Act Cap 259
- Factories and Other Places of Work Act Cap 514
- The Local Authorities Act Cap 265
- The Chiefs Act related to disaster Cap 128
- The Public Health Act Cap 242
- The Pharmacy and Poisons Act Cap 244
- The Medical Practitioners and Dentists Board Cap 253
- The Kenya Ports Authority Act Cap 391
- The Civil Aviation Authority Act Cap 394
- The Transport and Licensing Board Act Cap 404
- The Animal Disease Act Cap 364
- The Kenya Railways Act Cap 354
- The Forest Act Cap 385
- The Agricultural Act Cap 318
- The Kenya Bureau of Standards Act
- The National Cereals Board and Produce Act Cap 388
- The Exchequer and Audit (Strategic Grain Reserve) Trust Fund) Regulations 2000
- The Police Act Cap 84
- The Armed Forces Act Cap 199
- The Administration Police Act Cap 85

- The KWS Act Cap 376
- Insurance Act Cap 1984
- The NYS Act Cap 208

Other related conventions and multilateral agreements includes the following:

- Multilateral Environmental Agreements (MEAs)
- The Nairobi and Abidjan Conventions for the Protection of the Oceans
- The Vienna Convention (1985) and the Montreal Protocol (1987)
- United Nations Framework Convention on Climate Change (UNFCCC)
- Kyoto Protocol
- Stockholm Convention on Persistent Organic Pollutants (POPs)
- Rotterdam Convention on Prior Informed Consent (PIC)
- Basel Convention on Trans-boundary Movement of Hazardous Waste and their Disposal
- Convention on Wetlands of International Importance (RAMSAR)
- United Nations Convention to Combat Desertification (UNCCD)
- Convention on Biological Diversity (CBD)
- Millennium Development Goals (MDGs)
- The Geneva Conventions and Additional Protocols

Annex E:

The Humanitarian Code of Conduct

The Principles of conduct in disaster response.

The Code of Conduct shall guard our standards of behaviour in disaster response. It seeks to maintain the high standard of efficiency, effectiveness and impact to which disaster relief agencies aspire. It shall be a voluntary code enforced by the will of organisations accepting to maintain standards laid down in the code.

The 10 point codes of conduct are:

1. Humanitarian Imperative comes first in order to alleviate human suffering.
2. Aid is given regardless of race, creed or nationality of the recipients and without adverse distinction of any kind. Aid priorities are calculated on the basis of needs alone.
3. Aid will not be used to further a particular political or religious standpoint.
4. We shall respect culture and customs.
5. We shall endeavour not to act as instruments of Government foreign policy
6. We shall attempt to build disaster response on local capacity.
7. We shall be found to involve programme beneficiaries in the management of relief aid.
8. Relief aid must strive to reduce future vulnerability to disaster as well as meeting the basic needs.
9. We hold ourselves accountable to both those we seek to assist and those from whom we accept resources.
10. In our information, publicity and advertising activities, we shall recognize disaster victims as dignified human beings and not objects of pity

Annex F:

Pre-positioned data and analytical aids at NDOC

The following documents and aids are to pre-positioned in the operations room to assist the NDOC staff:

- a. Hazard and Departmental emergency/disaster operations and preparedness plans:
 - i Storm
 - ii Earthquake
 - iii Drought
 - iv Flooding
 - v Oil spill
 - vi Chemical spill/explosion
 - vii Industry / Factory Explosion
 - viii Nuclear leakage
 - ix Major fire
 - x Aviation accident
 - xi Railway accident
 - xii Civil disturbance
 - xiii Others
- b. Maps of the provinces/districts, divisions, locations, parishes and major towns and communities showing physical features, land use and population densities.
- c. Data on divisions, locations, parishes and major communities including their population, resources, and any mutual aid agreements that may exist.
- d. Roster of key local government and private officials including their organizations, business and home addresses, and telephone numbers.
- e. NDOC SOP's
- f. Emergency/disaster communications plan and SOPs
- g. Mutual aid agreements (Local, inter-agency, interdepartmental, private sector)
- h. National emergency legislation

- i. Agency emergency/disaster response plans (police, fire etc)
- j. Agency organization charts.
- k. Provincial evacuation plan
- l. Emergency/disaster plans for neighbouring communities/Towns/Parishes/Provinces
- m. Current list of locations and descriptions of dangerous goods within the province
- n. Relevant documentation of dangerous goods
- o. Resource inventories
- p. Reference library (inventory of documents)
- q. Distribution lists
- r. Emergency Contacts
- s. Other

Annex G

Guidelines to Contingency Planning Process

What is Contingency Planning?

- A forward planning process, in a state of uncertainty, which scenarios and objectives are agreed, managerial & technical aspects defined, and potential response systems put in place in order to prevent, or better respond to and emergency.

It is a process that involves?

- Analysing potential emergencies and their humanitarian impact
- Prioritising potential emergencies
- Developing appropriate plans, including establishing clear goals, setting objectives, policies and procedures to deal with prioritized potential emergencies and
- Ensuring necessary preparedness measures and follow-up actions are taken.

Why Plan?

- Enhance effectiveness and timeliness of response to emergencies
- Help ensure that response is coordinated
- Avoid problems by attempting to anticipate and overcome difficulties.
- Create relationships and forums with other agencies and actors.
- Planning ensures effective emergency management

When to plan?

- In the face of imminent emergency
- In the face of recurrent disasters / hazards e.g. floods, fires, drought etc
- Contingency planning should be incorporated into all relevant regular planning process.
- Contingency plans should be updated regularly
- Rapid changing situations require frequent updating.

What to plan for?

- All types of humanitarian emergencies
- Complex emergencies
- Natural and environmental disasters
- Significant crises
- Planning should be specific taking into account the situation at hand, district/government capacity, donor support, likelihood of occurrence, the population's vulnerability etc.

Who to plan with?

- Contingency planning is a participatory process and includes all actors.
- Level of involvement of other actors depends primarily on the contextual situation & assessment of the situation
- Contingency plans should be made in consideration to other local existing plans by other organisations / agencies /depts./etc.

- Government Departments, NGOS, CBOs, Private Sector, Federal, Districts, Tehsils, Community UN Agencies in Province, etc

Who to plan with?

- Different organisations/agencies & depts have different mandates
- Transparency and inclusiveness leads to a more effective response.
- Some situations are sensitive and require preclusion during planning.

Who leads the planning process?

- Any organisation / agency / Department or Line Ministry with a comparative advantage of handling the situation at hand should take the lead in planning.
- The government of Kenya takes the lead in contingency planning.
- Other organisations come in to support where necessary.
- Some situations necessitate other of organisations / agencies to take lead in planning.
- Each organisation has its own plans

Where to Plan (Geographical Coverage)

Geographical coverage or hazard guided

CONTENTS OF A CONTINGENCY PLAN - Example

- 1. Name of Organization**
Republic of Kenya, National Disaster Operations Centre
- 2. Title of Contingency Plan**
Contingency Plan for Response to Floods .
- 3. Introduction**
Justification of why you need to be in the disaster preparedness and response business. ().
- 4. Background**
Background information on the disaster risk incidents that have been happening in the country province in relation to floods and related scenarios.
- 5. Planning Scenarios**
 - What are you planning for? - Floods
 - Populations at risk,
 - Livelihoods and activities
 - Rescue
 - Water borne epidemics? E.t.c.

Scenarios should cover on what happens in pre, during and past emergency periods of an identified possible scenario in you district.

SCENARIOS	PREDICTED IMPACT	PROPOSED INTERVENTION	ORGANISATION RESPONSIBLE	COMMENTS
Scenario 1 (Worst case)				
Scenario 2 (Medium case)				
Scenario 3 (Best case)				

6. Objectives

- To create preparedness and Response mechanism at provincial level
- To create awareness to the public on evacuation procedure following warning
- Strengthen capacities and structures to respond, etc

7. Activities: (at various periods and to various incidents as identified in the objectives and predicted scenarios above)

- Before
- During and
- After

8. Management, co-ordination and communication

- Command and Control Structures?
- Information flow?
- Networking with other collaborating partners?
- Holding of regular meetings

9. Training and Equipment

- What capacities are there and how are they activated and deployed?
- How are you going to meet the costs?

10. Scope and Targeting

Which areas are you going to target, covered in the contingency plan?
Should be based on your capability and (VCA) vulnerability, capacity and needs assessment.

- High risk areas
- Medium risk
- Low risk

11. PLAN OF ACTION AND INTEGRATION WITH OTHER PROGRAMMES AND OTHER STAKEHOLDERS

ACTIVITY TRAINING	SPECIFIC ACTIVITIES	RESPONSIBILITY	TIME	REMARKS
Public Awareness				
Dissemination				
Communication				

Resource Gaps				
Others				

NB: Activities based on province needs and capacities

12. Time Frame

- Pre-Planned Activity Period – before floods
- During –Planned Activity Period – during floods
- After-Planned Activity Period – after floods

13. Reporting, Monitoring and Evaluation

- In close contact with Federal Level and other stakeholders
- e.t.c.

14. Budget Considerations

ITEM OR ACTIVITY	QUANTITY REQUIRED	COSTS
Training		
Public Awareness		
PEOC		
Contingency Funds		
e.t.c.		

15. Review of the Contingency Plan as time goes by since scenarios do change.

Annex H: Resource List and Stationery for Emergency Operation Centre

1. Equipment

The following items are ideally to be held in Emergency Operations Centre

- Tables
- Desks
- Chairs
- Clocks
- Photocopy machine
- Manual and electric typewriters
- Computers/modems
- Video cameras
- Television sets
- VCRs
- Tape recorders
- Cameras
- HF radios
- VHF radios
- UHF radios
- SW radios
- Portable satellite terminal
- Commercial radios
- Telephone switchboards
- Telephones (listed and unlisted numbers)
- Telephone jacks for additional phones to be installed
- Radio station remote hookups
- Telephones for press/public
- Projection screens
- Film, slide and OHP's
- Easels with flipcharts
- Blackboards
- Whiteboards
- Events display boards
- Local, parish, country and regional maps
- Aerial photos
- Coffee machine
- Stove
- Food storage cabinets
- Refrigerator/freezer
- Dishwasher
- Beds/cots
- Flashlights
- Auxiliary power (generator)
- Air conditioners
- Extractor fans

2. Supplies

The following supplies are ideally needed in the EOC:

- Food/beverage supplies
- Juices
- Coffee pots and cups
- Tea kettles
- Paper cups
- Water pitchers
- Glasses
- Paper towel dispensers
- Paper towels
- Food preparation/serving equipment
- Eating utensils
- Coffee maker filters
- Sheets/pillowcases
- Towels
- Soap (personal, detergent, laundry, dishes)
- Toilet paper
- Coat racks/hangers
- Coveralls for change of clothes
- Extension cords
- Light bulbs
- Garbage bags
- Matches
- Medical supplies

- Batteries/bulbs for flashlights
- Film/ashes for cameras
- Ash tray

The following items of stationery will be required in the EOC:

- In/out registers
- Operations log sheets
- Note pads
- Message pads
- Message forms
- Mutual aid request forms
- Situation report forms
- Overhead projection materials
- Audio cassettes
- Video cassettes
- Reels for tape recordings
- File folders
- Typewriter ribbons
- Paper and supplies for duplicating machine
- Adding machine tape
- Rubber stamps/ink pads
- Felt tip markers
- Washable markers
- Chalk and erasers
- Paper for easel charts
- Poster board for signs
- Map tack
- String
- Typing paper (standard and legal size)
- Envelopes of various sizes
- Scrap paper
- Waste paper baskets
- Pens
- Pencils
- Scissors
- Staplers/staples/staple removers
- Glue sticks
- Scotch tape
- Scotch tape dispensers
- Rubber bands
- Erasers
- Thumb tacks
- Organization and name tags
- Waste baskets
- Filing cabinets
- Adding machines/calculators
- Pencil sharpeners
- Telephone books
- In/out boxes
- Calendars
- Paper clips
- Paper fastener

Annex I:

Required Resource Types in Big Disaster Situations

- Search and Rescue Equipment
- Accommodation – Emergency shelter, tents etc
- Bottled Water, tankered clean water
- Camping Equipment Chlorine/Chlorinator Suppliers
- Cleaning Services
- Cool room
- Disinfectant Services
- Drainers
- Dry Pail services
- Electrical Appliances
- Electricians
- Food Preparation and Cooking Appliances and Equipment
- Food Suppliers/Outlets
- Gas Appliances and Equipment
- Heating Appliances/Systems
- Field Laboratories
- Lighting Services
- Medical Practitioners
- Night soil Collectors
- Morgue Services
- Ambulance Service

Annex J:

Definition of Common Disaster Emergency Terms

"Light damage": such as broken windows, slight damage to roofing and siding, interior partitions blown down, and cracked walls; the damage is not severe enough to preclude use of the installation for the purpose for which was intended.

"Moderate damage": the degree of damage to principal members, who preclude effective use of the structure, facility, or object for its intended purpose, unless major repairs are made short of complete reconstruction.

"Severe damage": This precludes further use of the structure, facility, or object for its intended purpose.

AFTERSHOCK: A smaller earthquake that follows the main shock and originates close to its focus. Aftershocks generally decrease in number and magnitude over time.

ALERT: Advisory that hazard is approaching but is less imminent than implied by warning message. See also "warning".

AREAL PRECIPITATION: The average amount of precipitation which has fallen over a specific area.

ASH FLOW: Pyroclastic flow including a liquid phase and a solid phase composed mainly of ashes from a volcanic eruption.

Assembly Area: General assembly area for wider briefings.

ASSESSMENT: Survey of a real or potential disaster to estimate the actual or expected damages and to make recommendations for prevention, preparedness and response.

AVALANCHE: The rapid and sudden sliding and flowage of masses of usually incoherent and unsorted mixtures of snow/ice/rock material.

CHEMICAL ACCIDENT: Accidental release occurring during the production, transportation or handling of hazardous chemical substances.

CONTRIBUTIONS IN KIND: Non-cash assistance in materials or services (rescue teams, tarpaulins, blankets, food, equipment etc) offered or provided in case of disaster.

CRISIS: for the purposes of this document, crisis situations refer to those that need the police and or specialized uniformed forces to take the lead in restoring order, such as bomb blast, bomb scare, hostage taking, riots, demonstrations and hijackings.

DAMAGE CLASSIFICATION: Evaluation and recording of damage to structures, facilities, or objects according to three (or more) categories:

DEBRIS FLOW: A high-density mud flow with abundant coarse-grained materials such as rocks, tree trunks, etc.

DEFORESTATION: The clearing or destruction of a previously forested area.

DESERTIFICATION: The processes by which an already arid area becomes even more barren, less capable of retaining vegetation, and progressing towards becoming a desert.

Disaster Impact Point: Area where disaster emergency has occurred, e.g, collapsed building/structure, road accident scene, etc

DISASTER MANAGEMENT: The body of policy and administrative decisions and operational activities which pertains the immediate response and beyond when disaster strikes.

DISASTER RESPONSE: A sum of decisions and actions taken during and after disaster, including immediate relief, rehabilitation, and reconstruction.

DISASTER RISK MANAGEMENT: The systematic process of using administrative decisions, organisation, operational skills and capacities to implement policies,

strategies and coping capacities of the society and communities to lessen the impacts of hazards and related environmental and technological disasters.

DISASTER RISK REDUCTION: The conceptual framework of elements considered with the possibilities to minimise vulnerabilities and disaster risks throughout a society, to avoid (prevention) or to limit (mitigation and preparedness) the adverse effects of hazards, within the broad context of sustainable development.

DISASTER: A serious disruption to the functioning of a community or a society causing widespread human, material, economic or environmental losses that exceed the ability of the affected community or society to cope using its own resources. Disasters are often classified according to their speed of onset (sudden or slow). All disasters are man-made.

DISPLACED PERSON: Persons who, for different reasons or circumstances, have been compelled to leave their homes. They may or may not reside in their country of origin, but are not legally regarded as refugees.

DROUGHT: Period of deficiency of moisture in the soil such that there is inadequate water required for plants, animals and human beings.

EARTHQUAKE EPICENTRE: the point beneath the earth's surface where earthquakes rupture starts and from which waves radiate.

EARTHQUAKE: A sudden break within the upper layers of the earth, sometimes breaking the surface, resulting in the vibration of the ground, which where strong enough will cause the collapse of buildings and destruction of life and property.

EMERGENCY MANAGEMENT: A coordinated effort, involving local, state, and national government agencies as well as volunteer organizations and businesses to respond to an unprecedented situation that may end being a disaster if not well managed.

EMERGENCY OPERATIONS CENTER (EOC): Officially designated facility for the direction and co-ordination of all activities during the response phase a disaster.

EMERGENCY: A sudden and usually unforeseen event that calls for immediate measures to minimize its adverse consequences to causing body injury, harm, death and disruption of normal activity.

Entry/Exit Points: Entry point is the area of getting in to the disaster emergency scene while the Exit point is the way out,

EVALUATION: Post disaster appraisal of all aspects of the disaster and its effects.

FALLOUT: The deposition of radioactive particles from the atmosphere arising from; natural causes, nuclear bomb explosions and, induced radioactivity and atomic reactor accidents.

Family Centre: Point at which families get information and briefings about their loved ones.

FAMINE: A catastrophic food shortage affecting large numbers of people due to climatic, environmental and socio-economic reasons leading to massive deaths.

FLASH FLOOD: Flood of short duration with a relatively high peak discharge. Causes inundation, and because of its nature is difficult to forecast.

FLOOD CONTROL: The management of water resources through construction of dams, reservoirs, embankments, etc. to avoid floods.

FLOOD: Significant rise of water level in a stream, lake, reservoir or a coastal region.

HAZARD: A potentially damaging physical event, phenomenon or human activity that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation.

HEATWAVE: A long lasting period with extremely high surface temperature.

HME Point: Heavily Mechanical Equipment – Point for parking and storage of heavy equipment used in rescue operations.

IDPs: INTERNALLY DISPLACED PERSONS: “Persons or groups of persons who have been forced or obliged to flee or leave their homes or places of habitual residence, particulars as a result of, or in order to avoid effects of armed conflict, situations of generalized violence, violations of human rights or natural or human-man made disasters, and who have not crossed an internationally recognized state border”.

Inner Cordon: The immediate area surrounding the disaster impact point

Joint Operation Centre/Operations Centre (LA) : Centre set up to facilitate the coordination of the rescue operation at the disaster emergency scene. May be facilitated or led by the Lead Agency to the response operation.

LANDSLIDE: In general, all varieties of slope movement, under the influence of gravity. More strictly refers to down-slope movement of rock and/or earth masses along one or several slide surfaces.

LAVA FLOW: Molten rock which flows down-slope from a volcanic vent, typically moving at between a few metres to several tens of kilometres per hour.

LEVEE (DYKE, EMBANKMENT, STOP BANK): Water-retaining earthwork used to confine stream flow within a specified area along the stream or to prevent flooding due to waves or tides.

LIFELINES: The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation.

LIVELIHOODS: The daily activities that a person/family/community does to enable them get a living for their daily survival.

LOGISTICS: The range of operational activities concerned with supply, handling, transportation, and distribution of materials. Also applicable to the transportation of people.

MAGMA: The molten matter including liquid rock and gas under pressure which may emerge from a volcanic vent.

MAGNITUDE ("RICHTER SCALE"): Devised by C.F. Richter in 1935, an index of the seismic energy released by an earthquake (as contrasted to intensity that describes its effects at a particular place), expressed in terms of the motion that would be measured by a specific type of seismograph located 100 km from the epicentre of an earthquake. Nowadays several "magnitude scales" are in use. They are based on amplitudes of different or on the seismic moment.

MAIN SHOCK: The biggest of a particular sequence of earthquakes.

MALNUTRITION: A diseased state resulting from an absence or deficiency in the diet of one or more essential nutrients, either manifest or detectable by test. Malnutrition can also be due to an excess of the wrong food.

Middle Cordon: The middle area surrounding or next to the inner cordon.

MITIGATION: Structural and non-structural measures undertaken to limit the adverse effect of natural hazards, environmental degradation and technological hazards.

NON-STRUCTURAL FLOOD MITIGATION: System for reduction of the effects of floods using non-structural means, e.g. land-use planning (flood plain zoning), advance warning systems, flood insurance.

OIL SPILL: The contamination of a water or land area by oil.

Outer Cordon: The outermost part to the disaster scene.

POLLUTION: Degradation of one or more elements or aspects in the environment by noxious industrial, chemical or biological wastes, from debris of man-made products and from mismanagement of natural and environmental resources.

POTABLE WATER (DRINKING WATER): Water that satisfies health standards, with respect to its chemical and bacteriological composition, and is agreeable to drink.

PRECIPITATION GAUGE/PRECIPITATION GAGE: General term for any device that measures the amount of precipitation; principally a rain-gauge or snow-gauge.

PRECIPITATION INTENSITY (RAINFALL INTENSITY): Amount of precipitation collected in unit time interval.

PREPAREDNESS: Activities and measures taken in advance to ensure effective response to the impact of hazards, including the issuance of timely and effective early warnings and the temporary evacuation of people and property from threatened locations.

PREVENTION: Encompasses activities designed to provide permanent protection from disasters. It includes engineering and other physical protective measures, and also legislative measures controlling land use and urban planning. See also "preparedness".

PUBLIC AWARENESS: The process of informing the community as to the nature of the hazard and actions needed to save lives and property prior to and in the event of disaster.

RECONSTRUCTION: Actions taken to re-establish a community after a period of rehabilitation subsequent to a disaster. Actions would include construction of permanent housing, full restoration of all services, and complete resumption of the pre-disaster state.

REFUGEES: According to international legislation persons having a well-founded fear of persecution for reasons of race, religion, nationality, membership of a particular social group or political opinion mostly outside the country of nationality and unable to return or

avail himself of the protection of that country. Includes mass exodus of peoples for reasons of conflict and natural disasters moving outside their country of origin.

REHABILITATION: The operations and decisions taken after a disaster with a view to restoring a stricken community to its former living conditions, whilst encouraging and facilitating the necessary adjustments to the changes caused by the disaster.

RELIEF: Assistance and/or intervention during or after disaster to meet the life preservation and basic subsistence needs. It can be of emergency or protracted duration.

RELIEF: Assistance and/or intervention during or after disaster to meet the life preservation and basic subsistence needs. It can be of emergency or protracted duration.

REMOTE SENSING: The observation and/or study of an area, object or phenomenon from an aerial distance, frequently using data collected by satellite.

RESETTLEMENT: Actions necessary for the permanent settlement of persons dislocated or otherwise affected by a disaster to an area different from their last place of habitation.

RESILIENCE: The human (community) capacity and ability to face, resist, overcome, be strengthened by, and even be transformed by experiences of adversity such as disaster. However it is used quite differently in various fields.

Response Support Centre: Centre that gives welfare support to the rescuers on the disaster scene. This is dictated by the type of disaster emergency.

RISK: The probability of harmful consequences or expected losses (deaths, injuries, property, livelihoods, economic activity disrupted or environment damaged) resulting from interactions between natural or human-induced hazards and vulnerable conditions

SEARCH AND RESCUE: The process of locating and recovering disaster victims and the application of first aid and basic medical assistance as may be required.

SECONDARY HAZARDS: Those hazards that occur as a result of another hazard of disaster, i.e., fires or landslides following earthquakes, epidemics following famines, food shortages following drought or floods.

SHELTER: Physical protection requirements of disaster victims who no longer have access to normal habitation facilities. Immediate post-disaster needs are met by the use of tents. Alternatives may include polypropylene houses, plastic sheeting, geodesic domes, and other similar types of temporary housing.

SIMULATION EXERCISE (Drill): Decision making exercise and disaster drills within threatened communities in order to represent disaster situations to promote more effective coordination of response from relevant authorities and the population.

SITUATION REPORT (SITREP): A brief report that is published and updated periodically during a relief effort and which outlines the details of the emergency, the needs generated, and the responses undertaken by all donors as they become known. Situation Reports (Sit-Reps) are issued by OCHA, UNDRO, by UNHCR, ICRC and LRCS.

STAPLE FOOD: A food that is regularly consumed in a country or community and from which a substantial proportion of the total calorie supply is obtained.

STARVATION: The state resulting from extreme privation of food or of drastic reduction in nutrient intake over a period of time leading to severe physiological, functional, behavioural, and morphological differences.

STOCKPILING: The process of prior identification, availability and storage of supplies likely to be needed for disaster response.

TREMOR: A shaking movement of the ground associated with an earthquake or explosion.

Triage: Place where casualties and victims are arranged in order of priority for emergency attention.

TSUNAMI: A series of large waves generated by sudden displacement of seawater (caused by earthquake, volcanic eruption or submarine landslide); capable of propagation over large distances and causing a destructive surge on reaching land. The Japanese term for this phenomenon, which is observed mainly in the Pacific, has been adopted for general usage.

VOLCANIC ERUPTION: The discharge (aerially explosive) of fragmentary ejector, lava and gases from a volcanic vent.

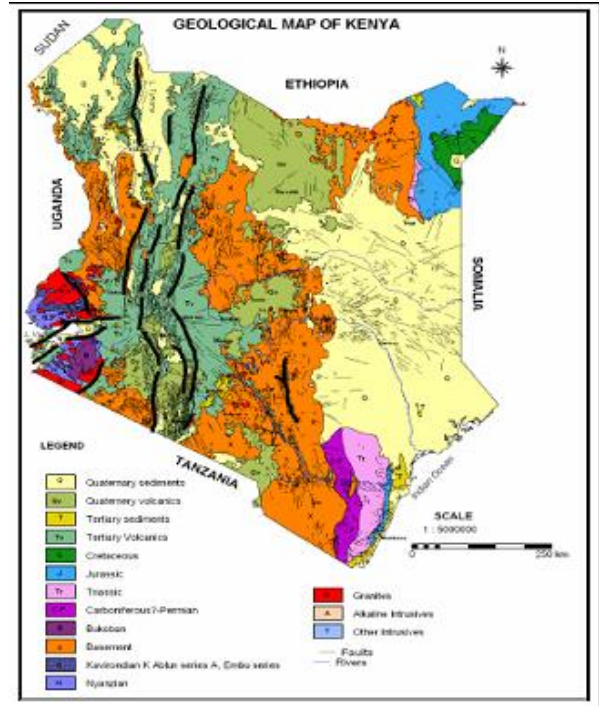
VOLUNTARY AGENCIES (OR VOLAG): Non-governmental agencies or organizations that exist in many countries throughout the world. Some possess personnel trained to assist when disaster strikes. Some volags have capabilities that extend from the local to national and international levels.

VULNERABILITY: Degree of loss (from 0 % to 100 %) resulting from a potentially damaging phenomenon. The conditions determined by physical, social, economic and environmental factors or processes that increase the susceptibility of a community to the impact of hazards

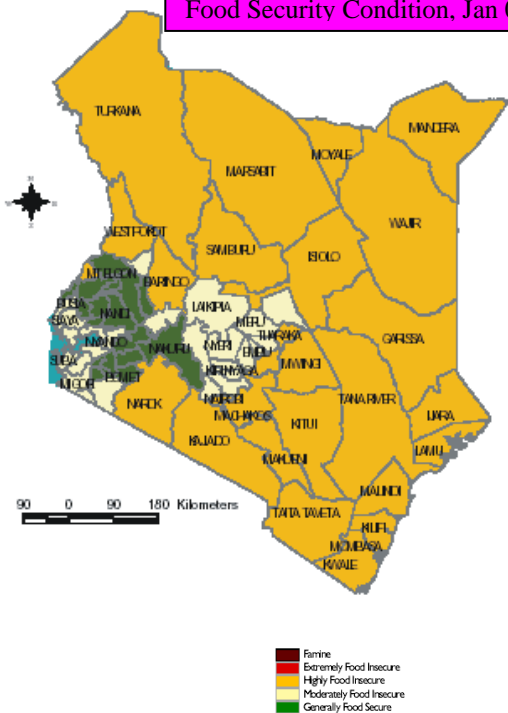
WARNING: Dissemination of message signaling imminent hazard which may include advice on protective measures. See also "alert".

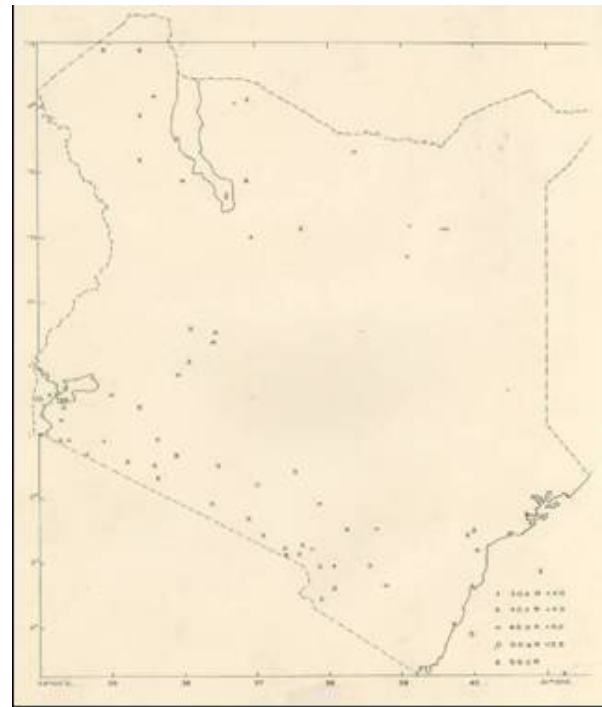
ANNEX K:

SELECT HAZARD MAPS OF KENYA



Food Security Condition, Jan 09





Earthquake Distribution Map of Kenya

