



08 - Other Government Services Sector

Organization Responsible

Level of Responsibility	Name of Ministry/Agency/Institution
Ministry	Ministry of provincial councils & Local Government Responsible person – Secretary of the Ministry
Department/ Institute	Chief secretary – Provincial Councils Director -Sri Lanka Institute of Local Governance
District	Provincial Councils – Commissioner of Local Government
DS Division	Local Authorities – Commissioner of Secretary of the Las
GN Division	

Concepts and Definitions

Other Government Services Sector

This sector is intended to be used in assessing the post disaster damages and losses of other government ministries or national agencies, and agencies or offices of provincial governments and district governments which are tasked with general administrative or regulatory functions and those involved in security and safety like the military, police and fire departments, etc. ***These agencies are those that are not included in the other sectors with separate guidance notes for post-disaster assessments.*** The assets of these agencies are generally structures, equipment, materials and other stocks.

Damages

The damages of a disaster on 'other government services' will refer to the total or partial destruction of the assets owned by the district, province or national ministry or agency. Damages are the a) cost of replacement of total destroyed assets valued at pre-disaster prices; and b) the cost of repair of partially damaged physical assets and infrastructure such as office buildings, office equipment, machineries, supplies, etc.

Losses

Losses are the values of foregone revenues or income due to the change in economic flows (income and expenditures) during the period of recovery and reconstruction following the disaster. They are the current value of goods and services that were not and/or will not be produced over a time span due to the disaster until full recovery is attained.

Losses in these agencies will include, among others, the following:

- Cost of urgent expenditures to re-establish normal work operations of the agency like cost of temporary offices, generator sets, water supply, etc.;
- Losses in revenue of the agency like fees from services among others.
- Higher operating costs which may be due to higher electricity costs, etc.
- Other unexpected expenditures that may arise due to the disaster like the clearing debris.

Losses can extend beyond the year that the disaster occurred and these should be reflected in the loss assessment for the coming year/s.

In conducting a post-disaster damage and loss assessment for other government services sector, the following steps are normally followed for every disaster-affected district.

Steps in Undertaking Post-disaster Damage and Loss Assessment for Other Government Services

To have a complete post-disaster assessment, the total damages and losses of the local governments and other national ministries or agencies which are not covered by the other sectors must be estimated. The assessment should be done within the District according to the ownership of the assets. The following are some of the departments or offices under the various levels of governance which have assets like buildings or structures, equipment, etc. that can be affected by disasters:

1. The District governments - departments or offices like civil registry, social welfare, etc.
2. The Provincial Governments – administrative departments or offices, etc.
3. A national Ministry or Agency – the local branch of the national ministry or agency which are under the jurisdiction of the said ministry.

Each ministry branch, local departments or offices belonging to the district, provincial or national ministry/agency should be assessed and consolidated in the district level.

Step 1. Collect and/or validate the baseline data for each of the agency's assets

Baseline information for each Ministry or Agency or local government must be compiled and validated at the national, provincial or district levels before the field assessment or, if possible, prior to the occurrence of disaster. The table below is a baseline information for each building or structure and other related assets in the district and must be completed by the district, provincial, and national ministries or agencies to be used in the online system.

Table 1. Baseline information for the costs of structures and other assets in the District

District				
Asset	Average Replacement Cost (LKR/sqm)	Average Repair Cost (LKR/sqm)		
		Roof	Wall	Flooring
Structure				
1 floor structure				
2-3 floors structure				
More than 3 floors				
Office Equipment	Average Replacement Cost (LKR/Unit)	Average Repair Cost (LKR/Unit)		
Computers				
Furniture				
Others (Enumerate)				
Machinery				
Vehicles				
Generators				
Elevators				
Others (Enumerate)				

Step 2. Estimate damages and losses

✓ Step 2.1. Estimate the damages and losses for each branch of national ministry or agency,

- department or office of the provincial government and district government

Table 2. Damage and loss assessment of government departments or offices in a District

District	
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Name of Department or Office							
Ownership							
District Government							
Provincial Government							
National Ministry or Agency							
Damages							
Structure	Totally Destroyed		Partially Damaged				Damages (LKR)
	Number of Structures	Total Square Meters	Number of Structures	Total Square Meters			
				Roof	Walls	Floors	
1 floor structure							
2-3 floors structure							
More than 3 floors							
Total							
Office Equipment	Number of Totally Destroyed			Number of Partially Damaged			Damages (LKR)
Computers							
Furniture							
Others (Enumerate)							
Total							
Machinery	Number of Totally Destroyed			Number of Partially Damaged			Damages (LKR)
Vehicles							
Generators							
Elevators							
Others (Enumerate)							
Total							
TOTAL DAMAGES							

Losses			
Type of Losses	Year 1	Year 2	Total Losses (LKR)
<i>Foregone income</i>			
<i>Cleaning up of debris</i>			
<i>Higher operating costs</i>			
<i>Other unexpected expenses</i>			
TOTAL LOSSES			

Notes on Table 2.

- The building or structure can be either totally destroyed or partially damaged.
- The table only requires the number of a) totally destroyed assets; and b) partially damaged assets. For structures, the total area (in square meters) of affected part or parts that was/were totally destroyed or partially damaged has/have to be identified. For example, if the building that was assessed was a 3-floor structure that was totally destroyed, the number of destroyed square meters should be placed in the intersection of "2-3 floors structure" row and "destroyed total square meters" column.
- The "Total Damages" will be automatically estimated by multiplying the areas in square meters or the number of affected assets by their respective replacement or repair costs which are in the baseline information table.
- The value of "Losses" will be the total losses of the office of the district, province or the ministry/agency that was assessed. They should be derived from the officials of the district, province or national government ministry or agency concerned.

✓ Step 2.2. Summarize the damages and losses in the sector in a District

Based on the assessment of each ministry branch and local government departments or offices, the damages and losses in monetary terms can be summarized in the following table by the appropriate district office designated to input the information on the online system. It is, therefore, important that each assessment sheet for the damages and losses of each ministry, provincial and district governments must be submitted to the designated agency for consolidation.

Table 3. Damage and loss assessment in a district

District				
Asset Ownership	Damages (LKR)	Losses (LKR)		Total (LKR)
		Year 1	Year 2	
District Government				
<i>District Department 1</i>				
<i>District Department N</i>				
Total				
Provincial Government				
<i>Provincial Department 1</i>				
<i>Provincial Department N</i>				
Total				
Ministry or Agency				
<i>Ministry or Agency 1</i>				

<i>Ministry or Agency N</i>				
Total				
GRAND TOTAL				

Note on Table 3.

- The value of damages and losses will be the total of the affected offices of the district, provincial or national ministries or agencies located in the district that was assessed. Add rows if there are more ministries or agencies which have affected assets in the district.

✓ Step 2.3. Summarize damages and losses in the province

The total estimated damages and losses in the districts should be consolidated to reflect the effects of the disaster at the provincial level. The following table is used in the online system.

Table 4. Damage and loss assessment in a Province

Province					
Name of District	Asset Ownership	Damages (LKR)	Losses (LKR)		Total (LKR)
			Year 1	Year 2	
District 1	<i>District Departments</i>				
	<i>Provincial Departments</i>				
	<i>Ministry or Agency 1</i>				
	<i>Ministry or Agency N</i>				
	Total				
District N	<i>District Departments</i>				
	<i>Provincial Departments</i>				
	<i>Ministry or Agency 1</i>				
	<i>Ministry or Agency N</i>				
	Total				
TOTAL					

Notes on Table 4.

- The information in the provincial summary should come from the assessments of various districts.
- The damages and losses in the "Province" are for the assets owned by the various levels of government located in all the Districts (1 to N) that were assessed.

✓ Step 2.4. Summarize damages and losses at the national level

A nationwide summary of the assessment will be created enumerating the damages and losses at each province. The data in the national summary should include all the information gathered by the various teams that assessed the different disaster-affected districts. The following table will be used for the national summary.

Table 5. Damage and loss assessment for other agencies nationwide

Name of Province	Asset Ownership	Damages (LKR)	Losses (LKR)		Total (LKR)
			Year 1	Year 2	
Province 1	District Departments				
	Provincial Departments				
	Ministry or Agency 1				
	Ministry or Agency N				
	Total				
Province N	District Departments				
	Provincial Departments				
	Ministry or Agency 1				
	Ministry or Agency N				
	Total				
TOTAL					

Notes in filling out Table 5.

- The damages and losses nationwide are for the assets owned by the various levels of government located in all the Provinces (from 1 to N) (that were assessed).

Step 3. Analyze the impacts of the damages and losses to the economy and affected population

The assessment team must be able to analyze potential impacts to the people and the economy, among others, if the services of the departments or offices are not restored immediately. The following are some of the issues that should be assessed, among others:

- **The possible impacts on the welfare of the people.** Food supply, poverty, etc.
- **Economic impacts.** Business productivity, reduction in employment; increase in prices; food supply; etc.
- **Government services.** Reduction in provision of services in education; health; security; administrative matters; etc.
- **Gender and other cross-cutting issues and concerns.** The potential impacts to vulnerable groups like women, children, elderly, indigenous peoples, etc.

Step 4. Identify the recovery strategies and estimate the recovery and reconstruction needs

The post-disaster needs must be based on a framework where policies and strategies are coherent and integrated. After analyzing the potential effects and impacts if no assistance will be provided to the sector, the aggregate needs of the sector must be estimated.

- ✓ Step 4.1. Identify recovery and reconstruction strategies

After the consolidation of the field assessment, the assessment team must identify or recommend the policies and strategies for the recovery and reconstruction for the sector. The following strategies can be adopted for the post-disaster recovery and reconstruction activities:

- ***Building Back Better (BBB).*** Recovery activities based on BBB principles will promote longer-term disaster risk reduction and management. BBB principle should look at the how to make infrastructure and facilities safer from future disasters like stronger engineering design, the advantages of resettlement of facilities in disaster-safe areas instead of rebuilding in the same disaster-prone areas, etc.
- ***Efficient use of financial resources.*** Fund sources from the national budget and the international donor partners that are suited for the recovery activities should be identified. Assistance to the recovery of the private sector, if any, should be clearly outlined.
- ***Transparency and accountability.*** The overall plan and implementation of projects for recovery must be transparent, especially to those affected, through open and wide dissemination of information on all aspects of the recovery process. An effective monitoring system must be established.

✓ *Step 4.2. Identify, estimate and prioritize recovery and reconstruction needs*

Recovery needs are intended to bring back normalcy to all affected areas and sectors as soon as possible while reconstruction needs are generally long-term in nature (3 years or more) and are intended to 'build back better' from the ruins of a disaster. The sector assessment team must identify and prioritize their recovery and reconstruction projects based on their impact assessment.

✓ *Step 4.3. Summarize the estimated needs and draft the implementation schedule*

Based on the prioritized recovery and reconstruction needs, a summary should be created by the assessment team enumerating the post-disaster projects for the recovery and reconstruction with a rough general schedule of implementation outlining at the very least the activities, timing and budget required.

Step 5. Draft the post-disaster damages, losses and needs (PDNA) report of the sector

With all the information gathered using the previous steps, a report can be drafted by the assessment team which will be the inputs of the sector in the overall recovery and reconstruction plan. The draft sector report should be submitted to the DMC for consolidation.