



EUROPEAN COMMISSION  
HUMANITARIAN AID OFFICE (ECHO)

GRANT AGREEMENT

**SINGLE FORM FOR HUMANITARIAN AID OPERATIONS**

**1. GENERAL INFORMATION**

1.1. Name of humanitarian organisation

**Netherlands Red Cross** (known henceforth as NLRC), in partnership with the **Spanish Red Cross** (known henceforth as CRE).

1.2. FPA number (if applicable): 3-148

1.3. Purpose of the submission

1.3.1. Proposal

New proposal ☐ date: 14 July 2006

Revised proposal ☒ date: 09 January 2007

ECHO reference A/ date: dd-mm-yy

1.3.2. Interim narrative report ☐ date: 15 September 2007

1.3.3. Preliminary final report ☐ date: 30-April-2008

1.3.4. Final report ☐ date 10 -November-2008

1.4. Grant agreement number ECHO/DIP/BUD 2006/02009

1.5. Implementing rules applicable to this agreement

Grant, 100% financing ☐

Grant, co-financing ☒

1.6. Framework of this submission

Primary emergency decision ☐

Emergency decision ☐

Ad hoc decision ☐

Global plan decision ☐

DIPECHO ☒

Other, please specify ☐

1.7. Executive summary of operation

(4.1) Title of the operation

**"Risk reduction for vulnerable communities in the Municipality of Santo Domingo, Suchitepéquez Department, Guatemala"**

(4.2) Country(ies) and location(s) of implementation

**Municipality of Santo Domingo, Suchitepéquez Department, Guatemala"**

(4.3) Start date of the operation: **February 1<sup>st</sup>, 2007**

(4.4) Duration in months: **16 months.**

(4.5.1) Total number of direct beneficiaries

**Direct and Indirect Beneficiaries**

Nº	Type of Beneficiary	Number
1	Direct	13,260
2	Indirect	18,942
Total		32,202

Source: Internal investigation; June 2006

**Direct Beneficiaries**

Nº	Beneficiaries by	Number
1	Communities	13,065
2	Institutions	195
Total		13,260

Source: Internal investigation; June 2006

**Total Population by Community**

Nº	Communities	Total Population		Total
		Male	Female	
1	Bolivia	1,214	1,195	2,409
2	San Mauricio	507	499	1,006
3	Conrado de la Cruz	895	912	1,807
4	Monte Gloria	237	231	468
5	La Guadalupe	382	377	759
6	Willi Wood	473	529	1,002
7	Monseñor Romero	254	254	508
8	Santa Rita	340	337	677
9	Manelis	207	199	406
10	Santa Cruz Laredo	223	225	448
11	El Guajilote	300	298	598
12	Los Tiestos	385	384	769
13	El Triunfo	355	347	702
14	Venecia	170	171	341
15	El Jardín	143	142	285
16	El Martillo	92	90	182
17	Punta Arenas	77	71	148
18	Covadonga	250	300	550
TOTAL		6,504	6,561	13,065

**Percentage**

**49.78%**

**50.22%**

Total of families  
(average of 6 members  
per family)

**2,178**

Source: Internal investigation, Official data from the Health Ministry, Santo Domingo June 2006.

#### (4.5.2.) Identify the status and give details of the beneficiaries

The project's area of influence will be 18 rural communities (of the 44 communities in the municipality of Santo Domingo) with a population of 13,065 people of which is 48% male and 52% female. The percentage of children and juvenile population—less than 15 years of age—is high, 28.88%. The ethnic composition is diverse, with the Ladino community being prevalent in 16 communities, members of the Mam ethnic group can be found in 7 communities, the Quiche ethnic group in 13, and other non-described groups in 3 communities, according to the observations made by the assessment team.

According to the Guatemala 2005 National Human Development Report, the municipal development indicators in the intervention stand at 0.501 (very close to the departmental index of 0.506).

#### HDI by Component

Nº	Level	HDI	Health Index	Education Index	Income Index
1	Department	0.587	0.6	0.58	0.581
2	Municipality	0.567	0.639	0.536	0.525

Source: National Human Development Report 2005; comparative 2002: p.312, 313

The department of Suchitepequez has a population of 403,945 people, its surface is 2,510 square km. It is located on latitude 14° 32' 02"N, longitude 91° 30' 12"W, at an altitude of 371 meters above sea level. It has a warm, humid climate and the predominant languages are Spanish, Quiche, Kaqchikel, and in some communities, Mam.

Its main river is the Nahualate River, along with its tributaries. It originates in Santa Catarina Ixtahuacan (Solola) and crosses the departments of Solola, Suchitepequez, and Escuintla. It is navigable by small craft in nearly 25 km, and it is 150 km long. Its width varies between 15 and 30 meters, and its depth from two meters to more. Its main tributaries are the Moca and Bravo, and it is fed by other smaller currents along its course. It empties into the Pacific Ocean through the community of Nueva Venecia, and the river has an effect all across the selected communities.

It belongs to the Pacific basin<sup>1</sup> characterized by short rivers (on average 110 km), originating at an average altitude of 3000 meters above sea level, and with strong slopes in the high parts of the basin (between 10% and 20%), changing abruptly to minimal slopes in the coastal plains, generating large areas prone to flooding in the lower elevations, and flash floods of great magnitude, short lifespan, and fast propagation times. The rivers of the Pacific basin carry a great volume of material they find along their path, leading to unsteady courses that cause damage and flooding in the coastal plain. Precipitation on this basin has periods of great intensity, typical of the coastal areas, with an average annual precipitation of 2200 mm. Hurricane Mitch and Tropical Storm Stan led to modifications in the basin caused by the spilling of solid material from the upper basin to the lower basin.

The Sesecapa Lagoon is in the area of the project, and its waters empty into mangrove swamps and then into the Pacific Ocean. Thus the lagoon serves as a regulator of water flow, but it is also affected by pollution from agricultural chemicals, fishing, and the inadequate use of its water. There are also enormous networks of ditches that cross plantations in private farms and are used for irrigation purposes. During the rainy season, as the river overflows its banks, they generate flooding of the houses next to them.

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<sup>1</sup> National Seismology, Vulcanology, Meteorology, and Hydrology Institute (INSIVUMEH), Rivers of Guatemala, n.d, n.p.

Average rainfall is highest in the months between July and November, and most flooding takes place during that period. In 2006, flooding reports began in May, and the National Coordination Office for Reduction of Disasters (CONRED) declared Orange Alert in many parts of the country, including the project area.

Access and communications between the 18 communities depend upon a main highway communicated with secondary feeder roads or paths, none paved. Four of the communities are easily accessible, 9 have moderate access, and 12 have difficult access during the rainy season. Six communities can be reached through waterways. Travelling time by car between the municipal capital of Santo Domingo Suchitepequez to each of the communities is between 1.5 to 4 hours, with distances between 30 and 100 kilometers. Travelling time between Mazatenango (the departmental capital) and the municipality of Santo Domingo is 20 minutes on the main highway.

The leaders of 16 communities explained that as a means of transportation, they use an extra-urban bus to travel to the municipal capital. In 11 communities it was also indicated they used private vehicles driving through the area, according to the need or the destination they had; in 3 communities it was said they used motorboats to travel from one community to another, in 4 communities they walk, and 6 communities use other methods, like motorcycles and beasts of burden.

The houses that predominate in the communities are built with adobe or sticks and palm frond thatched roofs, with dirt floors. In some communities, some houses were registered as built with more resistant material, like cinder blocks and zinc sheet roofs. They are located in flat areas, greatly prone to flooding.

The economy is scarcely diversified, with a low level of employment. The main source of income is subsistence agriculture and small-scale fishing, using rudimentary farming and fishing techniques. There are private estates with great banana, palm oil, sugarcane and pineapple plantations. They represent occasional employment opportunities for the inhabitants during the harvesting and collection seasons. They also lead to the migration of temporary workers from various parts of the country. The daily workday pay oscillates between Q35.00 and Q45.00 equivalent to € 3.88 and € 4.99 respectively.

Each community has an elementary school (except for the El Martillo community, of which students attend the school of El Jardin); some of the schools are official and financed by the Guatemalan Government and others are part of PRONADE, (administered by the communities themselves with the financing of the government and support from FUNDAZUCAR). There are 8 Basic Establishments, where middle education is taught until the third year of secondary school.

Of the 17 schools, 10 are at risk, as they are located in areas prone to flooding and sinking; the remaining 7 are located in relatively safe areas.

Access to 12 of the 17 schools during the rainy season is poor and difficult, whereas it is not difficult for in the 5 remaining schools. However, only 5 consider having a school safety plan, by virtue of having an emergency committee and school board. In 1 school there is a first aid kit with basic materials to provide care for accidents in the school.

The health infrastructures are concentrated in the municipal capital. The most frequent diseases are: malaria, diarrhoea, respiratory diseases, and in some cases, skin diseases. Three communities have a Health Guardian. Nine communities have a health center where doctors from the Health Ministry eventually make visits. Only the community of Manelis has a permanent nurse from Monday to Thursday. Four health centers are located in risky areas. During the rainy season, 8 communities may access health services without difficulty, while the remaining 10 do so with great difficulty.

For the elimination of human wastes, latrines are used in all the communities, but many are in a poor state or their septic tanks are full. In other cases, people defecate in the open or near the river. In addition, the strong rains not only flood communities but overflow the latrines, causing infectious outbreaks.

Regarding solid waste management, it was discovered that 17 out of the 18 communities claimed to collect it and then burn it in the community itself, though it was observed that some families do this within their homes. Four communities claimed to bury it and in 5, the inhabitants dump it into the river.

Access to potable water depends upon community wells, some of which are mechanical. They also use water from the Nahualate River and the irrigation ditch system. Some families have built a private well in their backyard.

There is an established community organization in the area according to the dynamic of community-municipality relations legislated and practiced in the political sphere. It was found that:

- ✓ 17 out of the 18 communities have a Community Development Council (COCODE).
- ✓ 15 communities have a Local Coordinator for Disaster Reduction (COLRED).
- ✓ 5 communities have a School Board (their school is official), 2 have a School Committee, COEDUCA.
- ✓ 7 communities have an organization related to health issues.
- ✓ 17 have another type of organization, such as: women's groups, peasant associations, religious groups, among others.

The municipality of Santo Domingo has a Municipal Coordinator for Disaster Reduction (COMRED), formed by the municipal institutions and authorities according to Law 109-96. They meet periodically, according to what they informed to the assessment commission. At the municipal level, a response plan already exists, but it has not been updated or validated with a municipal drill or simulation. They presented a contingency plan for the 2006 rainy season, drafted by the municipality.

Regarding the level of disaster preparedness and response in the communities, only 1 community said it had a risk map, and 2 said they had an emergency plan.

(See annex 3).

#### (4.7.1) Operation specific objective

*The Disaster Reduction System at the municipal, regional and national level has been strengthened through the strengthening of the organizational, preparedness and response capacities of 18 communities from the municipality of Santo Domingo Suchitepéquez*

#### (4.7.2) Indicators and sources of verification

**OVI1.-** Upon concluding the project, the 18 communities have local response plans, updated and validated.

**OVI2.-** The municipality of Santo Domingo Suchitepequez has an updated, validated, and distributed municipal response plan.

**OVI3.-** The local and community response plans will be developed with the participation of COMRED and CODRED respectively and will be tested by simulation exercises.

Verification Sources:

- Final external evaluation.
- Final report.
- Updated and validated community response plans.
- Updated and validated municipal plan.

#### (4.8.1) Expected result 1

**R1.** The 18 communities included have strengthened their basic infrastructure and/or evacuation

*routes for preparedness and attention to hydro meteorological disasters.*

- 1.1 100% of the communities can identify and prioritize basic infrastructure needs, in preparedness for disasters
- 1.2 100% of the communities have identified and signalled their evacuation routes
- 1.3 At least 50% of the communities have executed basic infrastructure supporting works.

(4.8.2) Expected result 2

**R2:** *The 18 communities included have been exposed to educational and awareness messages regarding risk management before disasters, preparedness actions, and response in an emergency.*

- 2.1 At least 80% of the population of the communities and the municipality are exposed to educational messages in risk management for at least three months.
- \*2.2 A workshop on the management of emergencies is carried out for university students in Social Communication.
- 2.3 The schools, the COLRED, and the COMRED have received 100% of the educational and reference material produced by the Project.
- 2.4 An information campaign about risk management is directed to 100% of the communities and schools targeted by the project.

(4.8.3) Expected result 3

**R3:** *In the 18 communities included, small mitigation works have been identified and executed, according to their priorities, capacities, and vulnerabilities.*

- \*3.1 100% of the communities can identify and prioritize small mitigation works, upon the conclusion of the intervention.
- \*3.2 At least two communities of the project, have executed small mitigation works

(4.8.4) Expected result 4

**R4:** *A risk study and a base line are produced, implemented, and socialized with the COLREDS and the municipal authorities in the 18 communities.*

- 4.1 At least 80% of the COCODE presidents participate in the collection of information for the base line.
- 4.2 At least 80% of the members of the COLRED, COMRED, CODRED, and SE-CONRED participate in the presentation of the risk study.

(4.8.1) Expected result 5

**R5:** *Have an incidence on the changes of attitude and best practices for a risk prevention and preparedness culture in the 17 schools of the target population.*

\*5.1 At least 30 teachers of the 17 schools are trained in: school safety, school emergency planning, basic first aid and emotional support so that they can prepare and orient the student population in the development of school safety plans.

5.2 17 school safety plans in the target school centers are produced, updated, and validated.

5.3 17 schools included in the Project are equipped with first aid kits.

(4.8.5) Expected result 6

**R6:** *The COLREDs and COMRED receive support for the identification and installation of instruments necessary for the establishment of traditional EWS, connected to the SE-CONRED Region VI.*

\*6.1 In the 18 communities, the instruments required for monitoring threats and for an emergency communications system have been identified, upon the project's conclusion.

\*6.2 100% of the instruments identified as necessary for the monitoring of threats and for the communications system have been installed upon the project's conclusion.

\*6.3 100% of the people responsible for the Monitoring instruments and the instruments for the Emergency Communications System in the communities are trained in the use, management, and care of the instruments upon the conclusion of the project

(4.8.7) Expected result 7

**R7:** *The Project results and methodologies are shared with the COMRED, CODRED, SE-CONRED Region VI, DIPECHO partners and other agencies that work in risk management.*

\*7.1 At least 4 people from the Project team participate in the Co-organization of the National Consultative Meeting, with the representations of the relevant institutions, carried out in Guatemala.

7.1 Participation in a five-day Regional Consultative Meeting, with the representation of key national actors and other donors, carried out.

(4.8.8) Expected result 8

**R8:** *The COMRED, CODRED, and SE-CONRED Region VI have strengthened their technical and material capacities for development of risk reduction.*

\*8.1 At least 5 members of the COMRED of Santo Domingo, 2 of the CODRED, are trained in Esfera, EDAN, Shelter Administration and updating of Municipal Plans.

8.2 At least 80% of the members of the COMRED of Santo Domingo participate in the validation and updating of the municipal response plan, through a drill.

8.3 The National System for Disaster Reduction in Region VI is strengthened with the purchase of one stock of office equipment and supplies.

8.4 The Mazatenango Red Cross delegation is equipped with 1 rescue and first aid kit.

(4.8.9.) Expected result 9

***R9:** The 18 communities included in the Project have participated in the strengthening of their organizational, preparedness, and response capacity against hydrometeorological threats.*

9.1 18 COLREDs are organized, strengthened, and working in 18 communities.

9.2 In at least 90% of the communities, VCA workshops have been carried out.

9.3 100% of the communities have a response plan, updated.

9.4 The response commissions of the 18 COLRED's in the communities have been trained in first aid, evacuation, shelter management, response brigades, EDAN, psychological first aid, according its role.

9.5 The 18 COLREDs have been equipped with rescue and first aid implements.

9.6 In at least 50% of the COLREDs there are two women in steering structures.

9.7 In at least 14 of the communities involved, drill exercises have been carried out for the validation of the local response plans.

(11.1) Total budget of the operation: 396.767 EUR

(11.2) Contribution requested from EC: 310.000 EUR

(11.5) Eligibility date of expenditure: 10 January 2007

## **2. NEEDS ASSESSMENT**

### **2.1. Date(s) of assessment**

June 02 to June 25, 2006

### **2.2. Methodology and sources of information used**

#### **Selection of the Intervention Area:**

In early June and after a review and analysis process, the Guatemalan Red Cross (CRG), the Netherlands Red Cross (NLRC), and the Spanish Red Cross (CRE) identified two municipalities to be assessed. The pre-established criteria were:

- Region with high vulnerability and high hydro meteorological risk.
- Affected by Hurricane Stan, but lacking institutional support and presence for assistance or rehabilitation projects.
- With one active CRG branch, recognized by the population.
- High social vulnerability.



- Communities living in marginal conditions, with little or no knowledge and preparedness for risk management and with great interest to participate in the project activities.
- The municipal and departmental governments showing interest in joining and assuming responsibilities with the project.

The assessment process began on 08 June 2006 directly on site by two commissions working simultaneously in two potential work areas: Concepcion Chiquirichapas, a municipality of the department of Quetzaltenango, and the municipality of Mazatenango, capital of the department of Suchitepequez.

In the municipality of Concepcion Chiquirichapas, the assessment was carried out with staff from the municipality and the Concepcion Chiquirichapas Red Cross branch. Twelve communities were visited to assess their vulnerability, risk, and capacity conditions. It was evidenced that the infrastructure and the economic conditions of the families are higher than those of the municipality of Santo Domingo, due to the family remittances of migrants. There was some institutional presence, though no risk management projects were identified. The effect of Hurricane Stan was one of alarm, causing evacuation and massive migration toward safer areas. There were also minor effects on road infrastructure and on some houses and crops.

In the municipality of Mazatenango, an initial meeting took place with the departmental governor, his technical staff, and the CRG branch of the municipality. The vulnerable populations were assessed with them, as well as the installed local capacities, the risks and threats of the municipalities. After checking variables and evaluating the conditions of the DIPECHO V appeal, the municipality of Santo Domingo Suchitepequez was selected as the area to be assessed.

An initial visit was carried out with the staff of the local branch and the departmental governor to coordinate and plan the performance of the diagnostic with the municipal authorities. Later, a quick diagnostic was made with the participation of functionaries from the Municipal Planning Office and the municipal coordinator of the Education Ministry. A total of 18 communities were visited to analyze risks, vulnerabilities, and capacities.

Once the quick evaluation of the two municipalities was concluded, criteria were crosschecked in: vulnerability, institutional implication, threats of the area, population, population dispersion, installed capacity, and the municipality of Santo Domingo Suchitepequez was selected as the proposed area.

#### **Organizational and Community Sectors Assessed:**

The consulted levels were:

**A) Governmental Level:** The appeal and its reach, the process to carry out the diagnostic and general information about coordination and support for the project execution were presented to municipal and departmental authorities, in joint and separate sessions. Some suggestions of the participants regarding the diagnostic were incorporated for later inter-institutional coordination in the execution of the project.

The municipal governments and the Education Ministry were consulted (in both municipalities) regarding: threats in the territory, territorial and institutional organization, the history of emergencies and the measures taken during and after them, local technical capacities and infrastructure, population at risk, general recommendations from their point of view as local authorities to manage local risks.

The Health Ministry and the Civil Registry Office were also consulted to obtain population data and assessment of threats, vulnerabilities, capacities, and risk reduction according to their current competence and in past events.

Jointly and based on the previously explained criteria, the communities with the greatest levels of vulnerability and exposure to risk were pre-selected to be assessed later.

**B) Community Level:** Communities were visited and the objective of the diagnostic, their commitments and required support for Project execution were explained to them. Later, the assessment survey was applied over their local capacities and vulnerabilities. Environmental, population, home dispersion, home conditions, relevant actors, available communications media, access, water and sanitation, history of past disasters, actions taken before, during, and after the events, external support received, school centers, among others, were discussed.

The visits to the communities allowed learning about their general characteristics and vulnerabilities, their capacity, organization and response level. Critical vulnerability areas were identified as well as the possibility of small preparedness and/or mitigation works that are low cost and replicable. The traditional subsistence methods of the families in the communities were identified, as well as the migration level, the infrastructure of the houses, the prevalent diseases, both among infants and adults.

**C) Institutional Level:** Interviews were carried out with the functionaries of the respective SECONRED, CODRED, and COMRED. They participated in the coordination and consultation processes, both at governmental and community level, and their recommendations and technical suggestions were incorporated in the diagnostic process and considered in the design of this proposal.

In addition, the technical reports and data provided information regarding the occurrence of emergencies and disasters in the evaluation areas in the past few years.

Through a visit that was made to the FUNDAZUCAR foundation, which carries out actions directed toward the educational sector, detailed information was received. They also explained about the scant presence of cooperation and private organizations. The foundation categorically said that the region needs a program for risk reduction with the reach that was explained to them, and they offered their cooperation during the development of the project.

The school centers were also visited to learn their location and other infrastructure conditions. Teachers and directors were interviewed to enrich the collected information. The data on the student population was provided by the Municipal Technical Coordination of the Education Ministry of Santo Domingo.

### **Methodology, Instruments, and Verification Sources**

Different strategies were used to obtain data in a participative, agile, and simple way. Quick surveys were used, as well as personal and group interviews, and analysis of the collected data, both printed data and that available on the web.

The methodology used for the selection of the area and the collection of the data was highly participative at all levels and was based on the project's "interest groups." The analysis was based on: the actual situation versus the situation desired by the interviewees, the identification of causes and problems according to their own belief regarding future development, and the opportunities based on actual capacities or possibilities presented by the project.

The information was collected and processed with the following instruments:

- Surveys in the communities with focal groups.
- Meetings with COCODES.
- Individual and collective institutional interviews.
- Reviewing and processing the existing and collected data.

Sources of information and verification in Suchitepéquez:

- Municipal Office of Santo Domingo Suchitepéquez (Municipal Planning Office)
- Municipal Technical Coordination Office of the Education Ministry in Santo Domingo.
- Santo Domingo municipal health center.
- Guatemalan Red Cross, Mazatenango branch.
- National Disaster Reduction Coordinator.
- Municipal Disaster Reduction Coordinator of Suchitepéquez.
- Local Disaster Reduction Coordinators.
- Schools—teachers and directors—of the communities.
- Department's web page.
- Other publications.

Sources of information and verification in Concepcion Chiquirichapas:

- Municipal Office of Concepcion Chiquirichapas (Municipal Planning Office).
- Municipal Technical Coordination Office of the Education Ministry in Concepcion Chiquirichapas.
- Concepcion Chiquirichapas municipal health center.
- Guatemalan Red Cross, Concepcion Chiquirichapas branch.
- Citizen registry under delegation.
- Meetings with Community Development Committees (COCODE).
- Meetings with representatives of the COCODEs
- Municipal web page.
- Other publications.

General Sources:

- INSIVUMEH; Rivers of Guatemala.
- Decree 109-96, CONRED
- UNDP; Human Development National Report 2005.
- IADB, A Solid Alliance for Development, Central America and the IADB since 1990; 2004
- The Story and Drama of Risks to Disasters, Two studies at different scales on the issue in Guatemala.
- National Guatemalan population census, 2002
- Manual for the Organization of the Disaster Reduction Coordinators.
- General Decentralization Law.
- Guidelines for the General Decentralization Law and the Law of Urban and Rural Development Councils
- The Municipal Code.
- The Hyogo Action Framework for 2005-2015; 2002

Institutional Documents of the Red Cross Movement:

- Strategy 2010
- CRG Development Plan—Central Headquarters.
- Participative Community and Institutional Diagnostic.
- The agreements that were part of the Federation's Inter-American Conference of Santiago de Chile, 2003.
- Strategy of the Netherlands Red Cross for Disaster Preparedness and Risk Reduction.
- Draft of the DIPECHO IV Project final report.

## **2.3 Organisation/person(s) responsible for the assessment**

The assessment was executed under final coordination by the NLRC Technical Delegate, Alexei Castro, and the CRG Planning Secretary, Joaquin Tahuico. The technical team of the assessment was composed by:

- Volunteers and members of the Steering Committees of the Guatemalan Red Cross branches of Mazatenango and Concepcion Chiquirichapas: Vinicio de Leon, Nestor Milla, Martha Cifuentes; Cesar de Leon; Rogelio Perez, Julio Cesar Sanchez, Anibal Juarez, Florencio Gonzalez
- National Disaster Secretariat, Teresa Marroquin.
- Netherlands Red Cross Delegate, Esther Barend.
- Spanish Red Cross Delegate, Santiago Rey.
- Spanish Red Cross Delegate, Concepción Herreros.
- From the SE-CONRED, the following people provided their valuable input to the proposal: Ines Perez, Rolando Herrera, José Toledo, Alma Ireni, and Juan Carlos Echeverria
- From the Municipal Offices of Santo Domingo Suchitepequez and Concepción Chiquirichapas, the Municipal Planning Office teams.
- Municipal Technical Coordinator of Santo Domingo, Claudia Patricia and Professor

- Rudy Martínez.  
- Municipal Council; Dr. Rogelio De Leon Soto.

In order to gather the information from the communities of Concepcion Chiquirichapas, a team of 12 people was formed with members of the Guatemalan Red Cross, the Netherlands Red Cross, and the Municipal Office.

To gather the information in the communities of Santo Domingo, a team was formed by 15 people from the Guatemalan Red Cross, the Netherlands Red Cross, the Municipal Office, COMRED, and MINEDUC.

## **2.4 Problem statement and stakeholder analysis**

### **Main Problem Found:**

The main problem is the high vulnerability of the families that live along the riverbanks of the Nahualate River. This is compounded by the lack of preparedness for, attention to, and mitigation against emergencies and disasters by the existing community and institutional structures.

High vulnerability scenarios are caused by flooding, landslides, and erosion due to: excessive precipitation that surpasses the normal capacities of the Nahualate River's bed, the terrain's low-lying and easily flooded character; man-made processes, like the deforestation of the higher parts of the basin and the construction of irrigation systems for use in the plantations of the area, among others.

### **Causes:**

We may highlight the main causes found:

1. Communities are found to live on the riverbanks of the Nahualate River, around the Sesecapa Lagoon, between the Nahualate River and the Pacific Ocean, and close to the great irrigation ditches of the sugarcane, banana, pineapple, and palm plantations.

The communities have no planning or control over the construction, and many families have established themselves in the low-lying areas and the flooding areas, exposing themselves to permanent risk caused by these floods. There are no mitigation works to control the risk.

2) The communities do not have technical preparation to face emergencies, are insufficiently organized, and lack the basic equipment for this purpose. They are at risk from various threats, both natural and social, and their response capacity to disasters is limited. Knowledge and awareness of risk management in the area is minimal, despite some attempts from organizations like Catholic Relief Service (CRS), which worked on the topic in some communities and provided equipment during 2004. However, the process was weakened due to a lack of follow-up and sustainability.

3) Although some communities had traditional early warning systems (rocks or the bases of bridges painted to reflect the level of the river), no person appeared to be responsible for issuing the alarm or to guide the community in case of an evacuation. Some communities had signalled evacuation routes but the population could not remember having used them at all.

4) Because of the lack of adequate and/or alternative roads and the distance from the municipal capital, the communities suffer from isolation and assistance is hindered by delays and greater costs.

5) There are no temporary shelters or buildings that could be used as shelters. The schools lack conditions to be used as shelters and neither do they have properly signalled evacuation routes.

6) An adequate structure for basic and specialized medical attention is lacking. Seriously sick or injured people must be transferred to the municipal capital, as they only have two health units with

minimal services. The distance and time to reach the municipality for seriously wounded may negatively impact their ability to recover from their injuries.

7) The social and economic recovery process after the signature of the Peace Agreements has been slow and with a weak social and economic impact. Extreme poverty, the lack of alternative economic sources, distance and isolation, ethnic exclusion, were some of the structural problems observed in the interviews.

8) The local, municipal, and departmental authorities lack the technical and operational capacity and the technical information of the basin and of the risks that the Nahualate River and the Sesecapa lagoon generate for the population.

### **Stakeholder analysis:**

During the diagnostic process, the following actors were identified:

#### Community Level Organizations:

- COCODE and COLRED, already formed in some communities, and to be formed in others.
- Teachers, students, and parents from the school centers.
- Auxiliary Mayors, who work as spokespeople of the municipal authority for the communities.
- CODEUCA (Educational Development Committee).
- The Health Guardians and the midwives.
- The people of the communities.

#### Municipal/Departmental Level:

- The departmental government of Suchitepequez and the municipal government of Santo Domingo Suchitepequez.
- The COMRED and CODRED, which include the various public and private organizations that by law form the Coordinators (firemen, civil defense, environment ministry, Guatemalan Social Security Institute, among others.)
- The Health Ministry at the municipal level.
- The Education Ministry at the municipal and departmental level.
- The PRONADE program, hired by the Education Ministry to provide educational services to the population.
- The National Civilian Police.
- FUNDAZUCAR.

#### Red Cross Level:

- Guatemalan Red Cross, Central Headquarters and the Mazatenango branch, which executed and/or are executing Community Health projects—community AIEPI—and water and sanitation projects in some communities.
- Spanish Red Cross and Netherlands Red Cross.
- The International Federation of the Red Cross with some projects from Operation Stan.<sup>2</sup>

#### National Level Organizations:

- CONRED Executive Secretariat.
- CEPREDENAC.
- European Commission, Guatemala office.
- Headquarters of the Health and Education ministries.
- National representatives of the Indigenous organizations.

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<sup>2</sup> Due to Tropical Storm Stan, the International Federation of the Red Cross and the Red Crescent has deployed resources in the affected area, in order to generate rehabilitation and development processes in these communities. Currently a water and environmental sanitation project is in the diagnostic phase, as well as another one dealing with diseases prevalent among children (Community AIEPI), in which there are coincidences in some of the communities proposed for this intervention. This would give potential to the intervention, preventing the duplication of efforts and resources, as well as supporting the adequate balance of time that the communities will dedicate to the various processes.

- National representatives of the NGOs working in risk management.

The analysis of the actors may be characterized by:

1. The coordination and communication between the existing operational structures of the CONRED system: *COLRED–COMRED–CODRED–SE-CONRED* is minimal and does not allow for agile decision making in the face of an adverse hydro meteorological event.

There is a lack of furniture and equipment that allows for logistic conditions before, during, and after emergencies in the offices of the National Disaster Reduction System and the technical and operational knowledge of the functionaries for the management of risk are insufficient and inadequate.

This situation is recurrent in Guatemala and in this municipality it was even more evidenced after the passage of Tropical Storm Stan. The Decree 109-96 that creates the National Emergencies System allows the establishment of an adequate organizational and operative structure, but for several reasons (political, economic, technical, and social), the system is still not adequately implemented.

2) The teachers of the educational centers are not trained in risk management. The schools lack security plans and school risk maps, despite the fact that some of them are located in areas prone to flooding, with difficult access during the rainy season, and with a fragile, poor infrastructure. The students have not participated in educational and training processes for risk management.

3) The private national and international organizations have a minimal presence in the area. Only the presence of FUNDAZUCAR was established, with activities directed towards the educational sector.

## 2.5 Findings of the assessment

The main conclusions of the assessment are:

1. The hydro meteorological risk caused by the Nahualate River and the irrigation system established by the agricultural plantations generate periodic flooding in the rainy season. It is a problem that is increasing, and becomes more acute with high tides in the Pacific Ocean, which block the river's mouth from emptying into the sea.

Just in 2002, the rains that resulted from the presence of Hurricane Isidore in Mexico's Yucatan Peninsula caused flooding that affected crops and isolated some communities. In 2005, with Hurricane Stan, the municipality of Santo Domingo and its communities was one of the five municipalities of Suchitepequez department most affected by the flooding of the river, which tore the municipal bridge, isolating the community by land. The rains that have begun since July of 2006 have already caused the first swelling of the river, affecting the reconstruction of the bridge, as it washed away the reconstructed bases.

2. The National Disaster Reduction System needs support and consolidation from the local level (COLRED) to the municipal level (COMRED). For this, the participation of the regional level (SE-CONRED) and the departmental level (CODRED) are necessary. With training and educational actions that help to generate awareness about an adequate and vital risk management in governmental policies and strategies, the capacity to make adequate decisions will be strengthened.
3. There are community structures and a social fabric in the assessed area that allow the communities to strengthen their capacity to organize and train themselves in risk management and preparedness and mitigation actions. These structures will allow a real and active participation, assuming specific roles and functions for management that may support the sustainability of the process.
4. There is a good opportunity to strengthen knowledge and awareness in risk reduction issues (VCA, community EWS, climate variability, community organization, etc.) at the school and



community level, under the responsibility of the Red Cross and with the active participation of the authorities that conform the Disaster Attention System.  
All these actions may be complemented with training and basic equipment for these structures.

5. The institutional and community experience accumulated by the Guatemalan Red Cross with the support of the participating national societies of the Netherlands Red Cross and the Spanish Red Cross during all these years provides an excellent backing to these development processes.

The achievements obtained during the execution of the Project DIPECHO IV, "ECHO/DIP/BUD/2004/02017" by the consortium of the Netherlands Red Cross, Spanish Red Cross and Guatemalan Red Cross could be used as best practices that can be replicated in this region.

### **3. HUMANITARIAN ORGANISATION'S STRATEGY**

#### **3.1 Partner's strategy in country and/or region(s) of operation**

##### **3.1.1 Partner's strategy in Risk Reduction:**

#### **A) THE INTERNATIONAL RED CROSS AND RED CRESCENT MOVEMENT IN DISASTER PREPAREDNESS AND RISK REDUCTION:**

The International Red Cross and Red Crescent Movement is acknowledged as one of the global pioneers of disaster preparedness with a community-based approach, which itself is one of the cornerstones for risk reduction.

The guiding principles for National Societies in terms of disaster risk reduction are described in a number of key strategic documents, including:

- Red Cross Red Crescent Statutes, Humanitarian Principles, and policies.
- Strategy 2010 of the International Federation of Red Cross and Red Crescent Societies (International Federation, 1999)
- Inter-American Red Cross Conference (Santiago de Chile April 23-26, 2003)
- The Global Agenda and Framework for Action approved by the General Assembly of the International Federation in November 2005.

In all its actions, members of the Red Cross and Red Crescent aim to ensure compliance with the minimum standards set out in the Sphere project and the Principles of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster Response Programmes.

The Guatemalan Red Cross also includes risk management in its National Strategic/Development Plan.

#### **Strategy 2010**

The 10-year strategy of the International Federation establishes disaster preparedness as one of the four core strategic areas. This strategy presents a set of interrelated strategies that will enable the International Federation to face the humanitarian challenges during the current decade.

##### *Core areas of Strategy 2010:*

1. Promotion of the Fundamental Principles and humanitarian values of the Movement;
2. Disaster response;
3. Disaster Preparedness; and
4. Health and Care in the community.

##### *Priorities of the Disaster Preparedness Strategy:*

1. Strengthening disaster preparedness planning (risk assessments, vulnerability and capacity assessments to improve the capacity to monitor and act upon the changing patterns of risk and vulnerability);
2. Building effective disaster response mechanisms;
3. Raising community awareness and public education; and
4. Disaster mitigation and reduction.

#### **Agreements of Santiago de Chile:**

One of the three key directions of this pan-American agreement is in the area of disaster preparedness. The key message is “reduce the risks and improve the coordination: aiming at a comprehensive system for disaster management in America”. The Red Cross action is oriented to the reduction of vulnerability and risks so as to contribute to building a more balanced and developed region. The strategy is based on the need for encouraging a change of approach, which traditionally focuses only on the elaboration of response and emergency plans, in order to incorporate vulnerability reduction as one of the priorities. It is necessary to update the traditional idea of a continuum from disaster to development, with a view of a process of vulnerability to development.

#### *The Santiago de Chile Commitments:*

Resulting from the Inter-American Conference, National Societies committed themselves to implement a number of key regional strategies:

- a. Consolidate and develop a comprehensive disaster management system, strengthening planning mechanisms and establishing standards and appropriate procedures.
- b. Consolidate, enhance, update, and develop community education programmes in disaster preparedness, improving their impact at the community level through taking actions with an integrated focus.
- c. Strengthen local organisations and Red Cross branches first within a context of response and disaster preparedness plans in each National Society, in coordination with governmental plans.
- d. Plan rehabilitation, reconstruction and development activities from the first stage of disaster response based on vulnerability and risk assessment and focusing on the general objective of achieving a continuing development of the communities affected by disasters instead of them simply returning to the conditions that existed before the disaster.

#### **The Global Agenda and Framework for Action**

Approved at the last General Assembly, after an extensive evaluation and consultation with National Societies at the midpoint in the implementation of Strategy 2010, the Federation has defined its vision and developed a Global Agenda and a set of actions to ensure measurable impact in the implementation of the strategy. The Global Agenda sets out clear goals for the International Federation in the next five years in the core areas of Strategy 2010:

- Reduce the number of deaths, injuries and impact from disasters.
- Reduce the number of deaths, illnesses and impact from diseases and public health emergencies.
- Increase local community, civil society and Red Cross Red Crescent capacity to address the most urgent situations of vulnerability.
- Promote respect for diversity and human dignity, and reduce intolerance, discrimination and social exclusion.

The Framework for Action puts in place specific measures to improve the capacity and performance of the organisation and its members in “ten areas for improvement”. Central to this is a commitment to scaling up Red Cross Red Crescent actions (in quality, quantity and influence) to ensure a measurable increase in impact of activities and actions collectively taken by the Federation and its members.

#### **B) THE NETHERLANDS RED CROSS:**

The Netherlands Red Cross supports Guatemala since 1997 with its local partner the Guatemalan Red Cross through its Development Plan. These initiatives are in agreement with the “Netherlands



Red Cross Strategy in Latin America and the Caribbean 2004-2007", the Master Agreement for Cooperation of the Movement for Guatemala as well as the 2002-2007 Action Plan of the XVII Inter American Conference of April, 2003.

Conditions for these Joint initiatives with the Guatemalan Red Cross are based on:

- Programs focused on improving the conditions of the most vulnerable population in Guatemala through actions related to Community Health, Risk management through disaster relief, preparedness and coping mechanisms.
- Programs must promote sustainable development of the communities. The people, leaders and communities participate in the process of formulation, planning, implementing and evaluation of the Programs.
- Programs include strategies for gender, inter-culture exchange and reduction of the discrimination of people in marginal situations.
- Programs must be based on the level of knowledge, capacity and resources existing in the areas of involvement and in the capacity of the Guatemalan Red Cross.
- Programs promote horizontal cooperation between the Guatemalan Red Cross and the Netherlands Red Cross, therefore contributing to strengthening the capabilities and image of the Red Cross in Guatemala.

The projects developed in the country include the following:

- A. Program for Human Development from 1997 through 2000, with funding of the Netherlands Government. Located in the Department of Alta Verapaz in the Jurisdiction of Secocpur (50 communities) and aimed at assisting the displaced population that has returned as a result of the Peace Agreements signed. Main activities include educational initiatives on health, community development and education in disasters preparedness.
- B. The CHACA MITCH Rehabilitation Programme from 1999 through 2002 with funding from the Cooperation of Aid Agencies in the Netherlands (SHO) and the Netherlands Government with educational components in health care and disasters preparedness, water and sanitation and Community and Institutional development. It was implemented in 50 communities in the municipalities of Coban and Chisec of the Department of Alta Verapaz and the municipalities of Sayaxche and La Libertad of the department of Peten.
- C. In 2003 the Guatemalan and Netherlands Red Cross launched the PRRAC Project for Water & Sanitation and Prevention of Disasters in 12 communities located to the banks of the Chixoy River (PRRAC/G/SU/03/062), with the purpose of improving health conditions of the local population.
- D. Starting in January 2006, the Project **"Strengthening the Capacity to Mitigate Disasters in the Municipality of Coban and 30 Communities of the Chixoy River Basin"** is financed by DIPECHO IV and in consortium with the Spanish Red Cross.
- E. In March 2006 preparations started for the Project "Strengthening Capacities before Climate Change Risk in Eastern Guatemala" – Chiquimula-. This project is also being implemented in Nicaragua, Costa Rica and Colombia. It receives funding by the Netherlands Zip Code Lottery and technical assistance from the Red Cross/Red Crescent Climate Centre in The Hague.

### **C) THE GUATEMALAN RED CROSS:**

The Guatemalan Red Cross was founded on 22 April 1923. It is recognized by the Government of the Republic of Guatemala through legal recognition, duly registered in the Guatemalan Civil Registry under Item seventy-six (76), Folio four-hundred ninety (490) of Book forty-two (42) of Legal Entities, as an autonomous relief entity.

It is constituted according to the Geneva Convention of 1949 and its additional protocols of 1977, of which the Republic of Guatemala is a member. It is duly recognized by the International Committee of the Red Cross and admitted as a member of the International Federation of Societies of the Red Cross and the Red Crescent. Its Central Headquarters are in Guatemala City, and it has 19 departmental branches and 3 relief posts grouped in 4 regional headquarters. Each is constituted by a Steering Council and integrated by members of Volunteer Corps in Relief, Youth, Welfare, and Immediate Response. In addition, the figure of the Social Volunteers is being promoted for its integration in programs and projects. The departments and municipalities where the Guatemalan Red Cross has branches are: Guatemala, Chiquimula, Quetzaltenango, Jalapa,

Mazatenango, El Peten, Quiche, Retalhuleu, San Marcos, Coatepeque, Coban, Concepcion Chiquirichapa, El Estor, El Palmar, Puerto Barrios, Santo Tomás, Purulha, Sacapulas, Tecun Uman.

Its actions are guided by a strategic plan that frames the priorities for the Action Plan 2003-2007, fulfilling the commitments acquired by the CRG National Society in the XVII Inter.-American Conference held in Santiago de Chile in April 2003, the 2010 Strategy of the Federation, the Strategy of the Movement, and recently the decisions of the XVII meeting of Presidents and Technical Seminars of Sub region I, Americas.

The priorities defined in the strategic areas, for years 2005-2007, are the issues of: Disaster Management, Community Health, Dissemination of the Movement and Integrated Community Programs, Government, Management, Communications, and Strategic Alliances. These strategic directions are the great issues that guide the activities of the CRG's program and seek to generate a greater impact among the vulnerable population and are harmonized seeking a balance between the needs of the country and the Humanitarian Mandate of the Red Cross Movement.

A cooperation agreement has been signed between the CRG and the various cooperation partners in the Movement, establishing by common accord, the lines of work and collaboration for the activities in benefit of the most vulnerable people and with absolute responsibility towards donors and beneficiaries.

A follow-up, monitoring, and evaluation system for the plan's implementation process during these three years has been included, to guarantee that it contributes to reduce poverty and exclusion in Guatemala.

### 3.1.2 Partner's strategy in risk reduction and national, regional and global framework in risk reduction

#### **A) The Red Cross Movement and the Hyogo Framework for Action:**

The World Conference on Disaster Reduction (WCDR) convened in Kobe, Japan in 2005, identified five priorities in its action plan – the Hyogo Framework for Action:

1. Ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation
2. Identify, assess and monitor disaster risks and enhance early warning
3. Use knowledge, innovation and education to build a culture of safety and resilience at all levels
4. Reduce the underlying risk factors
5. Strengthen disaster preparedness for effective response at all levels.

#### Red Cross and Red Crescent Movement Role

The International Federation fully supports the outcomes of the WCDR and while it urges states to follow up on commitments made at the conference, it will continue to work through its member National Societies and in partnership with the UN, governments, donors and civil society, to meet the objectives of the Hyogo Framework for Action.

The International Federation hosts the Prevention Consortium – a global partnership of governments, international organisations, academic institutions, the private sector and civil society - dedicated to increase the safety of vulnerable communities and to reduce the impacts of disasters in developing countries.

The following provides some examples of how the IFRC can help to achieve this:

- Advocate to include Disaster Risk Reduction in national development plans
- Advocate for, and play a role in, national platforms and strategies
- Advocate for legal preparedness by promoting legal and policy frameworks that foster effective, speedy and accountable international humanitarian relief to disasters

- Support community based initiatives/ programmes through local Red Cross and Red Crescent network
- Contribute to monitoring disaster data locally and globally
- Assist in national level risk assessments
- Implement hazard, vulnerability and capacity assessment at local level
- Facilitate local level multi-hazard early warning
- Support local level awareness raising through Red Cross and Red Crescent youth, schools and volunteers
- Share good practice locally and globally
- Engage in national, regional and global policy forums
- Promote and improve dialogue and cooperation on disaster risk reduction
- Support non-structural small-scale risk reduction projects
- Build preparedness for response capacity at local level with national, regional and global support

## **B) The Millennium Development Goals & targets and their relation with Red Cross activities**

The following gives a detailed account of which activities of the International Federation and National Societies contribute to the de goals of the MDGs related Disaster Risk Reduction (DRR). It looks both at activities which directly contribute to the goals and those which support the goals and their targets more indirectly – often along the lines of the priorities identified by the UN - appointed task forces studying how the goals can be achieved.

Because the goals are interdependent and interrelated, as are the core areas of Strategy 2010, there are a wide number of correlations and links between aspects of the core areas, the goals and their targets. A brief summary of some of the most common and relevant links between the core area of Disaster Management (Disaster preparedness & disaster response) and the goals and their targets are given below.

- All goals: Disaster risk reduction activities contribute to all goals by protecting the progress made towards their achievement through development activities. Relief, recovery and rehabilitation programmes allow communities to rebuild livelihoods and for development programmes to continue.
- Goal 1: Eradicate extreme poverty and hunger: Food security, income generation and other risk reduction programmes stabilize livelihoods, reduce vulnerability and promote growth.
- Goal 2: Achieve universal primary education: Providing infrastructure support for schooling in disaster situations.
- Goal 3: Promote gender equality and empower women: Disaster management programmes protect women from disproportionate disaster impacts and provide opportunities for social empowerment.
- Goal 4: Reduce child mortality, goal 5: Improve maternal health: Disaster risk reduction and disaster response activities address the higher risk of injury and death that children and pregnant women face during disasters.
- Goal 7: Ensure environmental sustainability: Many risk reduction programmes include an environmental sustainability element.

## **C) THE GUATEMALAN RED CROSS, ITS ROLE IN RISK MANAGEMENT:**

It is one of the priorities for the strengthening of the capacities and attention of the people living with high vulnerability. The CRG recognizes risk management as a key point in the promotion of its humanitarian mandate, and as an auxiliary to public institutions, it coordinates all its efforts with the System of the National Coordinator for Disaster Reduction (CONRED), promoting integral and inter-institutional actions for risk reduction and the reinforcement of institutional and community capacities.

The main objective of the CRG's Disasters Component is: "Implement a consolidated system of Disaster Management, directed towards reinforcing the community and institutional capacities to reduce risk through integrated disaster management programs."

The strategic objectives of the CRG's Disaster area centers on two lines of action:

1. Promote the strengthening of the capacities of the communities for prevention and response to risks and disasters through the consolidation of the Community Disaster Preparedness Education Program (ECPD), which coordinates the design and execution of community projects, improving their impact through the development of integral actions.
2. Promote the strengthening of the institutional capacities for intervention in case of disasters through the Disaster Preparedness program, with a focus on risk reduction.

It has carried out various projects in risk management and community education for disaster prevention, either as the institution directly responsible or as a national partner. It has also furthered several humanitarian attention operations in disaster and emergency attention in the country.

Some of its actions are:

**2000- 2003:** Project for "Community Education for Disaster Preparedness" in the geographic areas of Guatemala, Retalhuleu, Puerto Barrios.

**2001:** PRRAC G/SU/01/030. As the partner of the Spanish Red Cross in the project "Community Education for Disaster Prevention" in Izabal, Guatemala.

**2003-2004:** CAMI Project of the "Regional Community Education Program for Disaster Preparedness" in Chiquimula, Jalapa, and Escuintla.

**2003:** ECHO/002 1268 As the partner of the Spanish Red Cross in the DIPECHO III appeal with the project "Community Education in Early Warning of Hurricanes and Tropical Storms in communities of the Atlantic Coast of Guatemala."

**2005:** Project PROVENTION of "Community Education for Disaster Preparedness" in Guatemala City and based on the implementation of the VCA Strategy.

**2006:** Program for Disaster preparedness, Geographical areas involved: Tecun Uman, Coatepeque, Retalhuleu, Mazatenango, and El Palmar.

**2005-2006:** ECHO/DIP/BUD/2004/02017, as the partner of the Netherlands Red Cross and the Spanish Red Cross in the project "Strengthening of the Capacities for Disaster Mitigation in the Municipality of Coban and 30 Communities of the Rio Chixoy Basin."

**2006-2008:** Project "Strengthening Capacities before Climate Change Risk in Eastern Guatemala" with the support of the Netherlands Red Cross in the region of Chiquimula.

### **3.2 Link between operation, the findings of the assessment and the problem statement**

The problem of high vulnerability of the communities living on the riverbanks of the Nahualate River and the Sesecapa Lagoon and the authorities of the municipality of Santo Domingo is exacerbated because the community and institutional structures are not sufficiently prepared and their response capacity to flooding is low.

The hydro meteorological risk of the Nahualate River and irrigation systems cause periodic flooding in the rainy season. Just in 2002, the rains that resulted from the presence of Hurricane Isidore in Mexico's Yucatan Peninsula caused flooding that affected crops and isolated some communities. In 2005, with Hurricane Stan, the municipality of Santo Domingo and its communities was one of the five municipalities of Suchitepequez department most affected by the flooding of the river, which tore the municipal bridge, isolating the community by land. The rains that have begun since July of 2006 have already caused the first swelling of the river, affecting the reconstruction of the bridge, as it washed away the reconstructed bases.

The improvement of the response capacity can only take place through actions that contribute to reduce risk and strengthen them through training, the provision of equipment, and better communications and coordination between the organizations, represented by the COLRED and the COMRED, and the communities. For this reason, the participative concept must be promoted, with responsibility and commitment from the public authorities and the community leaders.

The proposed project seeks to reinforce capacities in the 18 communities and their authorities, living in the riverbanks and the lagoon shore in the municipality of Santo Domingo, focusing the intervention in strategic actions directed to: (1) Communities, (2) Institutions and (3) Awareness and diffusion of best practices. For this purpose, work will take place from "top to bottom", generating a synergy of the actions, creating links between the community fabric that allows creating links for coordination, knowledge, and communications useful in the face of an eventual disaster or emergency in the beneficiary areas.

### **1. Improvement of the Community Capacity:**

With the participative methodology of the Vulnerability and Capacity Analysis, the Red Cross volunteers will work with the communities supported by the project technicians. They will promote actions in community organization, awareness to the effects of disasters, and use of their potential to confront risk action. With processes based on "know-recognize-practice" they will be trained on: basic early warning systems, basic first aid and drafting of risk plans. We hope to obtain three important products from the community, in addition to others: the installation of simple early warning systems, the production of risk maps, validated by drill exercises, and the execution of small mitigation and infrastructure works that serve as an example, to give potential to their capacities and concentrate local efforts.

### **2. Institutional Strengthening:**

The reality found during the assessment clearly evidenced that the COLREDs and COMREDs need to be reinforced to achieve agile and effective decisions regarding risk management and the occurrence of flooding in their communities.

This focus will be directed to the CODEL structure of each of the 18 communities. Efforts will be made to link them closely with the COMRED of the municipality of Santo Domingo. It is hoped it participates in the national structure represented in the SECONRED and in the CODRED of REGION VI.

An important product that we hope to obtain is the response plans of every community, and the adequate functioning of the 18 CODELs toward the end of the Project, integrated in their communities and at the municipal level.

The institutional strengthening of the local institutions is one of the main instruments for the SUSTAINABILITY of the activities and the projects. Three main instruments are used:

**Staff training:** Through workshops, seminars, and similar training activities directed towards increasing the knowledge and abilities in the various intervention sectors, leaving in the country the most adequate know how for the development and continuation of the activities.

The local institutions will be trained in organization and leadership, evacuation, shelter administration, community EDAN, climate change, EWS management, community VCA, etc.

**Technical-financial support through equipment** to provide potential and modernize the efficiency and efficacy of the work carried out by each of the institutions involved, fitting their respective sectors.

Provisions of basic equipment will be made to the CODELs and the Mazatenango Red Cross branch. These will include: basic first aid equipment, basic tools to respond to an emergency, identification T-shirts, etc.

**Organizational Development Strategy** is based on the promotion of best practices on organizational communications, information feedback, and participative decisions at the horizontal and vertical level in local and municipal organizations. The integration of the system's structures



will be promoted from the COLRED to the top, promoting community leaders to assume adequate responsibility to participate in them, improve their communication and coordination relations, and operate effectively before an eventual disaster.

### **3. Awareness and Diffusion of Best Practices:**

The best practices and awareness will be considered from the crosscutting actions of the project, promoting a change of attitude in the beneficiaries that may be felt from the CODELs actively engagement in the execution of their responsibilities.

Promote meetings between the agencies linked to DIPECHO V and the SECONRED; participation in the national and regional consultative meetings; promotion and delivery of an informational CD that collects the lessons learned and best practices, will be project achievements that support awareness and the diffusion of best practices.

In addition, there are important actions like: awareness workshop for local journalists, active participation of the school campaign: "Disaster Reduction Begins in Schools" and "Celebration of World Disaster Reduction Day", directed to communities, and mainly to children, helping to raise awareness of responsibility, adaptation, and resistance.

### **3.3 Is/are there similar operation(s) in the country/region?**

From 2006, due to the strong impact of Hurricane Stan, the presence of international and support organizations for humanitarian assistance programs, rehabilitation, and reconstruction increased in the area. The SECONRED has tried to have Risk Management as one of the main axis of the various projects and programs, but the follow-up depends on the organizations. For the selected area, no specific program directed to these communities was found to include this component nor are any other organization active in this particular region apart from FUNDAZUCAR.

A short description of the existing experiences in the country and region follows next.

#### **A) THE REGIONAL DISASTER REDUCTION PLAN (PRRD/CEPREDENAC)**

The Regional Disaster Reduction Plan (PRRD) emerged as an initiative of the Coordination Center for the Prevention of Natural Disasters in Central America (CEPREDENAC), in which the governments of the region, through their specialized institutions, propose their policies, priorities, and disaster prevention and mitigation activities.

The Red Cross, through its actions to reduce risks and to improve disaster response, seeks to contribute to the Central American strategy, to reduce the impact of disasters in the society proposed with the PRRD. The national societies of the Red Cross fulfil an active role in the strengthening of the national risk management systems, through the promotion and national and regional coordination of sector activities.

Each of the national societies of the countries and the Federation Secretariat support the programs and initiatives in actions that include the evaluation of threats and vulnerability, monitoring of natural phenomena, response preparedness in case of emergency, mitigation, awareness and education, learning from disasters, and regional collaboration, among other activities that the plan foresees.

The presidents of Central America and the Dominican Republic and the Prime Minister of Belize have adopted the "Strategic Framework for the Reduction of Vulnerability and Disasters in Central America," in which it is recommended to evolve from a disaster reaction mode towards a generalized proactive prevention and mitigation attitude, with an integral and inter-sector focus by all public and private sectors. This implies an effective coordination of activities at the regional, national, and local level.

#### **B) PREVDA - REGIONAL PROGRAM FOR REDUCTION OF THE VULNERABILITY AND ENVIRONMENTAL DEGRADATION (CEPREDENAC, CCAD, CRRH – EC)**

Another important program to be considered for the proposal is the PREVDA - Regional Program of Reduction of the Vulnerability and Environmental Degradation, promoted by CEPREDENAC, CCAD (Central American Commission of Environment and Development) and CRRH (Regional Committee of Hydraulic Resources). The program, funded by the EC, is a large scale regional intervention which started in mid 2006 and will support the consolidation of the regional integration,

creating a strategic and operative alliance among the three mentioned organisms, members of the System of the Central American Integration (SICA).

The program will cover several sectors like education, health, environment, water and sanitation, governance, territorial classification and sustainable development, developing an integral approach at regional level for the reduction of socio-natural risks related to the use of water, with the perspective of environmental management.

Among the activities of the program, is the construction of a hydrographical basin in each country, causing structural and cultural changes, improving the sustained socio-economic development of the location area of each basin.

During the design of the proposal and the RC coordination meeting held in Managua on 28th and 29th of June for the harmonization of the 5 proposals (see below par. 3.5), representatives of the RC movement approached the local representative of PREVDA program in the EC, in order to get further information about the content of the program in each country and to consider possible coordination opportunities that would strengthen each single intervention.

### **C) IFRC IN THE REGION:**

With the support of the Secretariat of the IFRC and some European cooperating RC National Societies, the local RC National Societies of the region have been effectively implementing integrated programs of disaster management that contribute to reducing the impact of disasters on affected populations as well as to reducing the vulnerability and augmenting the capacity of communities on hazard management.

IFRC encourages a focus on the “local towards the global”, that consists on promoting simple actions that facilitate the instalment of common and harmonized methodologies and tools on the level of National Societies within the region and these being coherent with the tools of the Federation Secretariat and its global mandate.

The RC National Societies in the Central American region have been working on the implementation of community and institutional programs of preparedness for disasters. This has been done through the execution of projects that have enriched the experience of the RC National Societies in the application of methodologies and tools that reinforce a common view of “more secure communities”. These initiatives have received the support of cooperating RC National Societies, and their governments, for example: OFDA-USAID (United States), COSUDE (Switzerland), CIDA (Canada), the Secretariat of IFRC, DIPECHO on its different calls and Prevention Consortium among others. Most of these interventions have been based in rural areas out of the capital cities.

The main base for these proposals has been the highly participative community strategy, being the program of community education for disasters, the pioneer of the incorporation of Vulnerability and Capacity Analysis (VCA) as a base methodology for the diagnosis with the communities and the decision making about their most important needs. The programs work on three strategic articulation cores directed to education centres, families, and community members. The programs work closely and in connection with the authorities and local organizations who actively participate in the processes of training and formation in the different municipalities.

The RC National Societies of the Central American region, with the support of the RC of Spain, Netherlands, Italy and the Regional Delegation of IFRC for Mexico, Central America and the Caribbean, have been working on the continental strategy on line “Reduce risks and improve the Coordination” that becomes a fundamental reference document for the work in this region. The continental vision's goal is towards “an integrated system for the management of disasters in America” and towards a clear view in hazard reduction.

### **D) THE NETHERLANDS RED CROSS:**

**“Preparedness for climate change 2006-2007”**

In 2002 the Netherlands Red Cross and the International Federation of Red Cross and Red Crescent Societies (IFRC) established the Red Cross/Red Crescent Centre on Climate Change and Disaster Preparedness (RC/RC Climate Centre). The RC/RC Climate Centre supports national RC/RC societies and others in understanding and addressing the risks of climate change, particularly in disaster risk reduction programs. It facilitates the cooperation between national RC/RC societies, climate scientists and policy makers, in order to improve programs, research and policies that will strengthen the resilience of vulnerable people. The RC/RC Climate Centre is based in the Netherlands, but serves the whole RC/RC movement, especially in developing countries.

“Understanding and addressing the risks of climate change - the Red Cross/Red Crescent’ answer to a changing climate”. Climate change is one of the main global issues of the 21st century, and will severely affect the Red Cross/Red Crescent. Scientists project an unprecedented warming of the earth leading, amongst others, to an increase of extreme weather events like floods and droughts, more intense hurricanes, the spread of diseases like malaria and dengue, and sea level rise. Tens of millions of people, in particular in developing countries, will be affected every year. According to the World Meteorological Organization the year 2005 broke dozens of weather records all over the world.

The RC/RC Climate Centre now offers national RC/RC societies in developing countries the opportunity to improve their understanding of the negative impacts of climate change for their country and programs. Developing countries, and particularly their poorest inhabitants, do not have the means to fend off floods and other natural disasters. To make matters worse, their economies tend to be based on climate-sensitive sectors such as agriculture and fisheries, which makes them all the more vulnerable. A better understanding of climate change and how extreme weather events could affect vulnerable people will eventually lead to stronger risk reduction programs.

#### **Strengthening capacities to cope with risks related to climate change:**

The Netherlands Red Cross recently started a project in Guatemala, Colombia, Costa Rica and Nicaragua with the objective to strengthen the capacities of the National Red Cross Societies’ and selected communities to better cope with risks related to extreme weather conditions that may occur as a consequence of climate change. The project is being funded by the National Zip Code Lottery through its campaign “Here and Now”.

In Guatemala the project is being implemented in 10 communities of the Department of Chiquimula and the objective of the project is to improve the comprehension and approach towards the management of risks related to climate change in order to reduce the vulnerability of the selected communities.

The following results are expected: (1) Improved awareness regarding the risks of climate change to be achieved through radio programs and workshops/educational material. (2) Organization and training of community groups in risk management to reduce vulnerability of selected communities in coordination with CONRED realized accompanied by preparedness and mitigation micro-projects and installation of Early Warning Systems in coordination with CONRED and INSIVUMEH. (3) Strategic alliances with (non-)governmental institutions, educational entities and communication media formed at local and municipal level and if possible at national and regional level improving the understanding of the topic and enhancing the effectiveness and efficiency in dealing with it

In Nicaragua the project is a continuance of a pilot project funded by the Netherlands Government. The knowledge and experience acquired in this pilot project will serve as foundation for the project in the other targeted areas. Of course the project is being implemented with the assistance of the Climate Centre and will be complemented through the Preparedness for Climate Change Program of the Climate Centre.

#### **E) THE GUATEMALAN RED CROSS:**



At the national level, the CRG is part of the National Emergency System known as the Coordinators for Disaster Reduction, in the Municipal, Departmental, Regional, and National spheres. Through the implementation of disaster reduction programs and projects, it contributes to the strengthening of community capacities to reduce risks. A series of projects emphasizing the Disasters component will be implemented in the CRG with the support of national donors and members of the Red Cross Movement, among them: International Federation of the Red Cross, British Red Cross, Spanish Red Cross, Netherlands Red Cross, and Norwegian Red Cross.

In 2006, it is carrying out a project of "Preparedness for Community Disasters" in the south western part of the country, directed to the COLREDs and the communities, strengthening the community and institutional capacities. This project will conclude in December 2006. It brings attention to some communities located in the municipality of Suchitepequez, *outside the area of Santo Domingo Suchitepequez and the communities identified and diagnosed in this DIPECHO V proposal.*

The Guatemalan Red Cross considers that the implementation of DIPECHO V comes to reinforce the initiative to promote the strengthening of the community capacities in this geographic area to respond to their vulnerability, in addition, the community and institutional synergy will be of great use for the project implementation.

In addition, the Guatemalan Red Cross is executing community health projects with activities in water and sanitation, mother-child healthcare, HIV/AIDS prevention, and emotional support in the 18 communities identified for DIPECHO V, with support from the IFRC and some participating national societies, in the framework of Operation Stan, which concludes in December 2006.

The project just beginning: "Strengthening Community Capacities for Mitigation, Preparedness, and Response Before Natural Disasters in the Guatemalan Highlands" will contribute to strengthen the mitigation, preparedness, and response capacities before natural disasters in the communities that inhabit the slopes of the micro-basins of San Marcos, Comitancillo, Concepcion Chiquirichapa, and Santiago Atitlan, in coordination with the COLRED at the local level.

#### **F) GROUP ACTION PLAN FOR THE CALL OF DIPECHO V:**

Four country proposals (Nicaragua, Honduras, El Salvador and Guatemala) and one regional proposal, all complementary to one another, have been prepared through a process of close coordination. They are to be presented during the DIPECHO V call that is seeking to implement work in the 4 countries in a harmonious way and to include Panama and Costa Rica through the regional proposal.

The country proposals pay more attention and give more priority to a greater level of impact on the communities. For this effect the balance of the proposals concerning impact on communities, will be considered. As part of the methodology, the actions towards the transformation of vulnerabilities into developed capacities through a participative approach, will provide specific solutions to identified problems and the strengthening of the local RC branches. In this way, more sustainability will be guaranteed on community education and disaster reducing actions.

The regional proposal focuses its action on the consolidation of tasks under the two Regional Centres of Reference at RC National Societies level in the region (in Costa Rica and El Salvador), and it concentrates on decentralizing functions in benefit of the National Societies and on strengthening internal and external cooperation and support mechanisms. For this effect, the work model that is promoted relies on the better use of available regional resources and capacities so that these can benefit the accomplishment of assumed compromises.

For this purpose the creation of the Regional Centre of Reference for Preparation for Disasters that has its headquarters in El Salvador has been encouraged. The objective of this centre is to support the strengthening of the system of preparation for disasters of the regional National Societies and to ensure it is in accordance with the regional and global systems.

The Regional Centre of Reference for Preparation for Disasters, in close coordination with the Regional Delegation and with the experience offered by PADRU, will take advantage of the human resources and experience accumulated by the Salvadoran Red Cross, as well as of the human resources in the countries within the region.

The Regional Centre of Reference on Community Education for Disasters constitutes the corner stone in the region to consolidate the community education program for disasters. The strategic orientation is centred on the elaboration of educational materials with the technical support of the Regional Delegation and of various National Delegations of the region. As a transversal axis of the formation processes, adequate Vulnerability and Capacity Analysis tools for the type of identified vulnerabilities and risks, will be used.

The Regional Delegation will promote the coordination and harmonization processes, taking advantage of the experiences of the different countries that reinforce the work to reduce hazards in the region.

In Guatemala, the CONRED Executive Secretariat has broad experience in inter-institutional coordination. The Red Cross actively linked the inter-institutional role in the execution of the DIPECHO IV "2005-2006 project: ECHO/DIP/BUD/2004/02017, in the "Strengthening of the Capacities for Disaster Mitigation in the Municipality of Coban and 30 Communities in the Basin of the Chixoy River" with excellent results. In addition, the internal coordination processes of the Red Cross Movement, led by the IFRC, are based on an Action Plan for the Reconstruction of the effects of Hurricane Stan. This has allowed defining areas of action and lines of complementary intervention lines among the various projects.

The proposed project will work along these intra and inter- institutional coordination lines, and it is a Red Cross policy to complement and integrate with the various institutional and community actors, taking advantage of the best practices and the lessons learned.

Through the COLREDs of the intervention area, the actions of the project will complement with other actions from the authorities and projects that are executed by organizations in the region.

### 3.4 Previous humanitarian operations with EC grants in the country/ region

The Red Cross and Red Crescent Movement has broad experience in projects funded by ECHO, both in Central America and in other regions of the world. *(In annex 8, detailed information of the contracts of the last three years in the region of the International Federation and the National Societies involved in the Central America V DIPECHO Call for proposals, can be found.)*

#### Grants, contracts and loans obtained over the last three years from European Institutions and the EDF.

Country of intervention	EC budget line, EDF or EU Member States	Amount (EUR)	Year obtained
<b>Kyrgyzstan:</b> Community and organizational disaster preparedness programme for south-west Kyrgyzstan.	DIPECHO	197.641	2003
<b>Colombia:</b> Humanitarian assistance to displaced families and families at risk of displacement due to the conflict in the departments of Antioquia, Bolivar, Caquetá, Chocó and Risaralda in consortium with SpRC	ECHO	775.000	2003
<b>Honduras:</b> Community networks for the prevention and control of prevalent diseases in 10 communities of Olancho and El Paraíso (consortium)	EUROPAID/ PRRAC	396.213	2003
<b>Tajikistan:</b> Essential medical supply and Community based First Aid	ECHO	500.000	2003

<b>Lebanon:</b> Support of the Palestine RC Society / Lebanon branch in order to continue the provision of secondary health care to the Palestinian refugees on Lebanese territory	ECHO	500.000	2003
<b>Palestinian Territories, Occupied;</b> Assistance to the PRCS Emergency Communication	ECHO	330.000	2003
<b>DPR-Korea:</b> Water and Sanitation and Health Promotion Project	ECHO	1.400.000	2003
<b>Colombia:</b> Improved living conditions for the victims of the conflict in Caquetá and Chocó	ECHO	637.383	2004
<b>Honduras:</b> Formulation, construction, and equipment of 17 schools and 8 health centers in the department of El Paraiso	EUROPAID/ PRRAC	1.150.880	2004
<b>Kyrgyzstan:</b> Community disaster preparedness for south-west Kyrgyzstan	DIPECHO	170.000	2004
<b>Tajikistan:</b> Essential medical supply and Community based First Aid (CBFA)	ECHO	400.000	2004
<b>Tajikistan:</b> Community based Disaster Preparedness	DIPECHO	200.000	2004
<b>Guatemala:</b> Disaster preparedness	DIPECHO	258.749	2004
<b>Colombia:</b> Disaster preparedness	DIPECHO	361.867	2004
<b>Lebanon:</b> Support to the PRCS secondary health care system	ECHO	940.000	2004
<b>Sudan:</b> Kassala health initiative 2004	ECHO	330.000	2004
<b>DPR-Korea:</b> Water and Sanitation and Health Promotion project	ECHO	1.443.756	2004
<b>Colombia:</b> Participative community process for the socio-economic reestablishment of displaced communities in Santander and Cesar	EU - DELEGATION	913.494	2005
<b>Colombia:</b> Humanitarian assistance to displaced and confined populations due to armed conflict in the departments of Caqueta and Choco	ECHO	620.000	2005
<b>Kyrgyzstan:</b> Organisation of social rehabilitation centres for vulnerable women in Kyrgyzstan.	EUROPAID/ TACIS	206.500	2005
<b>Tajikistan:</b> Essential medical supply and Community based First Aid (CBFA)	ECHO	350.000	2005
<b>Uzbekistan:</b> Community based Disaster	DIPECHO	200.000	2005

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Preparedness			
<b>Tajikistan:</b> Community based Disaster Preparedness	DIPECHO	160.000	2005
<b>Kyrgyzstan:</b> Community based Disaster Preparedness	DIPECHO	173.597	2005
<b>Kazakhstan:</b> Promotion of sustainable prevention culture among youth in Kazakhstan	EUROPAID/ TACIS	189.133	2005
<b>Lebanon:</b> Support to the PRCS secondary health care system	ECHO	609.456	2005
<b>Vietnam:</b> community based disaster preparedness	EUROPAID	333.991	2006
<b>Tajikistan:</b> Health Essential medical supply and Community based First Aid (CBFA)	ECHO	322.110	2006
<b>Tajikistan:</b> Establishment of social reintegration centres for vulnerable women in Soghd region	EUROPAID/ TACIS	300.000	2006
<b>Sudan:</b> Kassala health initiative 2006	ECHO	235.770	2006
<b>Lebanon:</b> Support to the PRCS secondary health care system	ECHO	717.007	2006
<b>Tajikistan:</b> Health Essential medical supply and Community based First Aid (CBFA)	ECHO	322.110	2006
<b>Tajikistan:</b> Improving the quality of lives through Community Based First Aid	EUROPAID	749.930	2006
<b>Tajikistan:</b> Establishment of social reintegration centres for vulnerable women in Soghd region	EUROPAID / TACIS	300.000	2006

**Grant applications submitted (or about to be submitted) to European Institutions, the EDF and EU Member States in the current year.**

Country of intervention	EC budget line, EDF or EU Member States	Amount requested (EUR)
<b>Colombia:</b> Mitigate the effects of the armed conflict in Colombia in rural communities in the department of Chocó	ECHO	399.999
<b>Vietnam:</b> community based disaster preparedness	DIPECHO	293.048
<b>Uzbekistan and Turkmenistan:</b> Community based Disaster Preparedness	DIPECHO	419.903
<b>Kyrgyzstan:</b> Organisation of social rehabilitation centres for vulnerable women in Kyrgyzstan	DIPECHO	300.000

<b>Tajikistan:</b> Community Based Disaster Preparedness	DIPECHO	195.000
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**3.5 Have you discussed this proposal with ECHO's technical assistance office in the country/region of operation?**

Yes ☒ No ☐

Conversations have been held on different opportunities with the Office of Humanitarian Aid of the European Commission (ECHO) in Managua. (Sergio Lacambra, Pedro Luis Rojo, Virginie Andre, Pedro Acevedo)

In the month of April 2006, during the regional consulting reunion that DIPECHO organized in León (Nicaragua) the first consultations were done by the Regional Delegation of the IFRC.

Later on, there has been a meeting between Sergio Lacambra, Virginie Andre and the Spanish Red Cross and the Italian Red Cross (on behalf of those RC NATIONAL SOCIETIES and the IFRC interested in participating in the V DIPECHO call) in Managua, to present the idea of the proposals of the four countries, as well as the regional proposal. Specific consultations for the preparation of those proposals were done on different occasions either by telephone or mail.

Another meeting with ECHO Regional Representative Pedro Luis Rojo, has been held on June 29<sup>th</sup> for the presentation and discussion of the 4 national and 1 regional proposals, during the regional RC coordination meeting in which the five proposals have been harmonized and balanced, in order to reinforce the regional approach for the DIPECHO V call.

A last meeting with Sergio Lacambra and Virginie Andre has been held in December to discuss this revised proposal.

#### **4. OPERATIONAL FRAMEWORK**

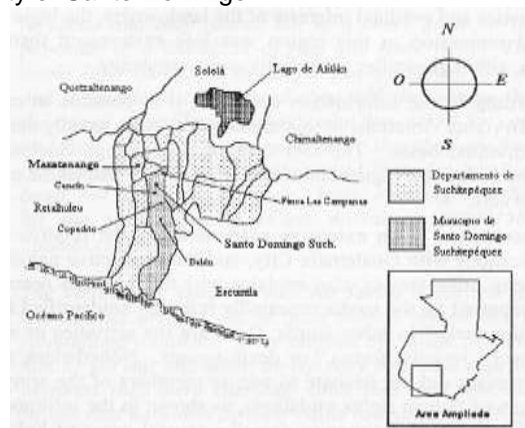
##### **4.1 Title of operation**

***"Risk reduction for vulnerable communities in the Municipality of Santo Domingo, Suchitepéquez Department, Guatemala"***

##### **4.2 Exact location of the operation – Map**

Santo Domingo Suchitepequez is a municipality in the Suchitepéquez department of Guatemala. The Department of Suchitepequez is located in southwestern Guatemala. Its northern borders are with Quetzaltenango, Sololá and Chimaltenango, South with the Pacific Ocean, East with Escuintla; and West with Retalhuleu. The departmental capital is 165 kilometers away from Guatemala City, the capital of Guatemala.

Map Nr. 1. Municipality of Santo Domingo



**4.3 Start date of the activities in the field, (start date of the operation):**

01 February 2007

**4.4 Duration in months**

16 months

**4.5 Beneficiaries**

**4.5.1 Total number of direct beneficiaries**

**Direct and Indirect Beneficiaries**

Nº	Type of Beneficiary	Amount
1	Direct	13,260
2	Indirect (Total population of Santo Domingo Municipality)	18,942
Total		32,202

Source: Internal investigation; June 2006

**Direct Beneficiaries**

Nº	Beneficiaries by	Amount
1	Communities	13,065
2	Institutions	195
Total		13,260

Source: Internal investigation; June 2006

**Total Population by Community**

Nº	Communities	Total Population		Total
		Male	Female	
1	Bolivia	1,214	1,195	2,409
2	San Mauricio	507	499	1,006
3	Corado de la Cruz	895	912	1,807
4	Monte Gloria	237	231	468
5	La Guadalupe	382	377	759
6	Willi Wood	473	529	1,002
7	Monseñor Romero	254	254	508
8	Santa Rita	340	337	677
9	Manelis	207	199	406
10	Santa Cruz Laredo	223	225	448
11	El Guajilote	300	298	598
12	Los Tiestos	385	384	769
13	El Triunfo	355	347	702
14	Venecia	170	171	341
15	El Jardín	143	142	285
16	El Martillo	92	90	182
17	Punta Arenas	77	71	148

18	Covadonga	250	300	550
<b>TOTAL</b>		<b>6,504</b>	<b>6,561</b>	<b>13,065</b>

**Percentage**                      **49.78%**                      **50.22%**

Total of families  
(average of 6 members  
per family)

**2,178**

Source: Internal investigation, Official data from the Health Ministry, Santo Domingo June 2006.

(See Annex 1 for more details)

#### 4.5.2 Identify the status and give details of the beneficiaries:

The project's area of influence will be 18 rural communities (of the 44 communities in the municipality of Santo Domingo) with a population of 13,065 people of which is 48% male and 52% female. The percentage of children and juvenile population—less than 15 years of age—is high, 28.88%. The ethnic composition is diverse, with the Ladino community being prevalent in 16 communities, members of the Mam ethnic group can be found in 7 communities, the Quiche ethnic group in 13, and other non-described groups in 3 communities, according to the observations made by the assessment team.

According to the Guatemala 2005 National Human Development Report, the municipal development indicators in the intervention stand at 0.501 (very close to the departmental index of 0.506).

#### HDI by Component

Nº	Level	HDI	Health Index	Education Index	Income Index
1	Department	0.587	0.6	0.58	0.581
2	Municipality	0.567	0.639	0.536	0.525

Source: National Human Development Report 2005; comparative 2002: p.312, 313

The department of Suchitepequez has a population of 403,945 people, its surface is 2,510 square km. It is located on latitude 14° 32' 02"N, longitude 91° 30' 12"W, at an altitude of 371 meters above sea level. It has a warm, humid climate and the predominant languages are Spanish, Quiche, Kaqchikel, and in some communities, Mam.

Its main river is the Nahualate River, along with its tributaries. It originates in Santa Catarina Ixtahuacan (Solola) and crosses the departments of Solola, Suchitepequez, and Escuintla. It is navigable by small craft in nearly 25 km, and it is 150 km long. Its width varies between 15 and 30 meters, and its depth from two meters to more. Its main tributaries are the Moca and Bravo, and it is fed by other smaller currents along its course. It empties into the Pacific Ocean through the community of Nueva Venecia, and the river has an effect all across the selected communities.

It belongs to the Pacific basin<sup>3</sup> characterized by short rivers (on average 110 km), originating at an average altitude of 3000 meters above sea level, and with strong slopes in the high parts of the basin (between 10% and 20%), changing abruptly to minimal slopes in the coastal plains, generating large areas prone to flooding in the lower elevations, and flash floods of great magnitude, short lifespan, and fast propagation times. The rivers of the Pacific basin carry a great volume of material they find along their path, leading to unsteady courses that cause damage and flooding in the coastal plain. Precipitation on this basin has periods of great intensity, typical of the

<sup>3</sup> National Seismology, Vulcanology, Meteorology, and Hydrology Institute (INSIVUMEH), Rivers of Guatemala, n.d, n.p.



coastal areas, with an average annual precipitation of 2200 mm. Hurricane Mitch and Tropical Storm Stan led to modifications in the basin caused by the spilling of solid material from the upper basin to the lower basin.

The Sesecapa Lagoon is in the area of the project, and its waters empty into mangrove swamps and then into the Pacific Ocean. Thus the lagoon serves as a regulator of water flow, but it is also affected by pollution from agricultural chemicals, fishing, and the inadequate use of its water. There are also enormous networks of ditches that cross plantations in private farms and are used for irrigation purposes. During the rainy season, as the river overflows its banks, they generate flooding of the houses next to them.

Average rainfall is highest in the months between July and November, and most flooding takes place during that period. In 2006, flooding reports began in May, and the National Coordination Office for Reduction of Disasters (CONRED) declared Orange Alert in many parts of the country, including the project area.

Access and communications between the 18 communities depend upon a main highway communicated with secondary feeder roads or paths, none paved. Four of the communities are easily accessible, 9 have moderate access, and 12 have difficult access during the rainy season. Six communities can be reached through waterways. Travelling time by car between the municipal capital of Santo Domingo Suchitepequez to each of the communities is between 1.5 to 4 hours, with distances between 30 and 100 kilometers. Travelling time between Mazatenango (the departmental capital) and the municipality of Santo Domingo is 20 minutes on the main highway.

The leaders of 16 communities explained that as a means of transportation, they use an extra-urban bus to travel to the municipal capital. In 11 communities it was also indicated they used private vehicles driving through the area, according to the need or the destination they had; in 3 communities it was said they used motorboats to travel from one community to another, in 4 communities they walk, and 6 communities use other methods, like motorcycles and beasts of burden.

The houses that predominate in the communities are built with adobe or sticks and palm frond thatched roofs, with dirt floors. In some communities, some houses were registered as built with more resistant material, like cinder blocks and zinc sheet roofs. They are located in flat areas, greatly prone to flooding.

The economy is scarcely diversified, with a low level of employment. The main source of income is subsistence agriculture and small-scale fishing, using rudimentary farming and fishing techniques. There are private estates with great banana, palm oil, sugarcane and pineapple plantations. They represent occasional employment opportunities for the inhabitants during the harvesting and collection seasons. They also lead to the migration of temporary workers from various parts of the country. The daily workday pay oscillates between Q35.00 and Q45.00 equivalent to € 3.88 and € 4.99 respectively.

Each community has an elementary school (except for the El Martillo community, of which students attend the school of El Jardin); some of the schools are official and financed by the Guatemalan Government and others are part of PRONADE, (administered by the communities themselves with the financing of the government and support from FUNDAZUCAR). There are 8 Basic Establishments, where middle education is taught until the third year of secondary school.

Of the 17 schools, 10 are at risk, as they are located in areas prone to flooding and sinking; the remaining 7 are located in relatively safe areas.

Access to 12 of the 17 schools during the rainy season is poor and difficult, whereas it is not difficult for in the 5 remaining schools. However, only 5 consider having a school safety plan, by virtue of having an emergency committee and school board. In 1 school there is a first aid kit with basic materials to provide care for accidents in the school.

The health infrastructures are concentrated in the municipal capital. The most frequent diseases are: malaria, diarrhoea, respiratory diseases, and in some cases, skin diseases. Three



communities have a Health Guardian. Nine communities have a health center where doctors from the Health Ministry eventually make visits. Only the community of Manelis has a permanent nurse from Monday to Thursday. Four health centers are located in risky areas. During the rainy season, 8 communities may access health services without difficulty, while the remaining 10 do so with great difficulty.

For the elimination of human wastes, latrines are used in all the communities, but many are in a poor state or their septic tanks are full. In other cases, people defecate in the open or near the river. In addition, the strong rains not only flood communities but overflow the latrines, causing infectious outbreaks.

Regarding solid waste management, it was discovered that 17 out of the 18 communities claimed to collect it and then burn it in the community itself, though it was observed that some families do this within their homes. Four communities claimed to bury it and in 5, the inhabitants dump it into the river.

Access to potable water depends upon community wells, some of which are mechanical. They also use water from the Nahuatl River and the irrigation ditch system. Some families have built a private well in their backyard.

There is an established community organization in the area according to the dynamic of community-municipality relations legislated and practiced in the political sphere. It was found that:

- ✓ 17 out of the 18 communities have a Community Development Council (COCODE).
- ✓ 15 communities have a Local Coordinator for Disaster Reduction (COLRED).
- ✓ 5 communities have a School Board (their school is official), 2 have a School Committee, COEDUCA.
- ✓ 7 communities have an organization related to health issues.
- ✓ 17 have another type of organization, such as: women's groups, peasant associations, religious groups, among others.

The municipality of Santo Domingo has a Municipal Coordinator for Disaster Reduction (COMRED), formed by the municipal institutions and authorities according to Law 109-96. They meet periodically, according to what they informed to the assessment commission. At the municipal level, a response plan already exists, but it has not been updated or validated with a municipal drill or simulation. They presented a contingency plan for the 2006 rainy season, drafted by the municipality.

Regarding the level of disaster preparedness and response in the communities, only 1 community said it had a risk map, and 2 said they had an emergency plan.

(See annex 3).

#### 4.5.3 “Catchment” population

We consider that the population that benefits indirectly corresponds to the inhabitants of the Department of Suchitepequez, for a total of 403,945 inhabitants. Two concrete actions may benefit them:

- The first one are the radio spots and the training for journalists of the departmental media: when the quality of education improves and the journalists gain access to adequate technical information, they may retransmit this to their audience, and the population will receive more adequate, practical, and real messages concerning disasters.
- The second action is the strengthening of the CODRED: when CODRED participates in the training and organization process of the COMRED of Santo Domingo Municipality, it will be able to replicate that experience in other municipalities of the department.

#### 4.5.4 What are the identification mechanisms and criteria?

In early June and after a review and analysis process, the Guatemalan Red Cross (CRG), the Netherlands Red Cross (NLRC), and the Spanish Red Cross (CRE) identified two municipalities to be evaluated. The pre-established criteria were:

- Region with high vulnerability and high hydro meteorological risk.
- Affected by Hurricane Stan, but lacking institutional support and presence for assistance or rehabilitation projects.
- With one active CRG branch, recognized by the population.
- High social vulnerability.
- Communities living in marginal conditions, with little or no knowledge and preparedness for risk management and with great interest to participate in the project activities.
- The municipal and departmental governments showing interest in joining and assuming responsibilities with the project.

The assessment process began on 08 June 2006 directly on site by two commissions working simultaneously in two potential work areas: Concepcion Chiquirichapas, a municipality of the department of Quetzaltenango, and the municipality of Mazatenango, capital of the department of Suchitepequez.

Once the quick evaluation of the two municipalities was concluded, criteria were crosschecked in: vulnerability, institutional implication, threats of the area, population, population dispersion, installed capacity, and the municipality of Santo Domingo Suchitepequez was selected as the proposed area.

#### 4.5.5 To what extent and how were the beneficiaries involved in the design of the operation?

An initial visit was carried out with the staff of the local branch and the departmental governor to coordinate and plan the performance of the diagnostic with the municipal authorities. Later, a quick diagnostic was made with the participation of functionaries from the Municipal Planning Office and the municipal coordinator of the Education Ministry. A total of 18 communities were visited to analyze risks, vulnerabilities, and capacities.

Different strategies were used to obtain data in a participative, agile, and simple way. Quick surveys were used, as well as personal and group interviews, and analysis of the collected data, both printed data and that available on the web.

The methodology used for the selection of the area and the collection of the data was highly participative at all levels and was based on the project's "interest groups." The analysis was based on: the actual situation versus the situation wished by the interviewees, the identification of causes and problems according to their own feeling regarding future development, and the opportunities based on actual capacities or possibilities presented by the project.

#### 4.5.6 Sectors of activity

- Sector 1:

01.08 Disaster preparedness and mitigation

Sub sectors:

01.08.01 Infrastructure support

01.08.02. Advocacy and public awareness raising

01.08.03. Small-scale mitigation works

01.08.04. Mapping and data computerization

01.08.05. Education

01.08.06. Early warning systems

01.08.07. Research and dissemination

01.08.09. Institutional Strengthening

01.08.80. Local capacity building and training

#### 4.5.7 Give the following information for each sector

- Total number of direct beneficiaries

**Beneficiaries per sector**

Nº	Sector	Number	Type
1	Infrastructure support	6,532	Those communities that execute works on basic infrastructure.
2	Advocacy and public awareness raising	13,260	All the people in the communities plus institutional representatives.
3	Mitigation Works	6,533	Those communities that execute little works on mitigations projects.
4	Mapping and data computerization	13,260	All the people in the communities plus institutional representatives.
5	Education	4,336	All the students from elementary schools, high school and the teachers.
6	Emergency Communications System	13,260	All the people in the communities plus institutional representatives.
7	Research and dissemination	150	Local Institution partners and other DIPECHO partners.
9	Institutional strengthening	100	COMRED, SE-CONRED and CONRED members.
10	Local capacity building and training	13,260	All the people in the communities plus institutional representatives.

Source: Internal investigation, Santo Domingo June 2006.

- Types of beneficiaries and number of beneficiaries per type

**Summary of beneficiaries per target group**

Nº	Population group	Number
1	Kids younger than 15 years old	5.764
2	Women	6.561
3	Men	6.504
3	Students of elementary school from 17 schools	3686 (1,502 girls and 1,700 boys)
4	Students of high school from 8 educative centers	533 (334 male and 199 female)
5	Teaching staff	117 teachers
6	Total population in the 18 communities	13,260 inhabitants

Source: Internal investigation, Official data from the Alcaldia and Technical Coordination Education Ministry, Santo Domingo June 2006.

- Location

The Project will be executed in *the Municipality of Santo Domingo, Suchitepéquez Department, Guatemala, in the communities of:*

- Bolivia
- San Mauricio
- Conrado de la Cruz
- Monte Gloria

- La Guadalupe
- Willi Wood
- Monseñor Romero
- Santa Rita
- Manelis
- Santa Cruz Laredo
- El Guajilote
- Los Tiestos
- El Triunfo
- Venecia
- El Jardín
- El Martillo
- Punta Arenas
- Covadonga

#### 4.6 Principal objective

*“Reduce risk against disasters, preparing the vulnerable population in the areas most exposed to natural disasters”*

#### 4.7 Operation specific objective

##### 4.7.1 Specific objective

*The Disaster Reduction System at the municipal, regional and national level has been strengthened through the strengthening of the organizational, preparedness and response capacities of 18 communities from the municipality of Santo Domingo Suchitepéquez*

#### Specific Objective was completely achieved

##### At the level of Colred:

Through the process of training, formation, equipment of Colreds, development of emergency plans and local validation exercises linked to the municipal system, the following was achieved:

- 18 Colreds established and accredited by the Comred.
- 171 members of the Colreds trained and equipped and connected with the Comred.
- An average of 555 people from 18 communities participated in the training of community teams for immediate response.
- 16 small infrastructure projects for disaster preparedness and 2 additional small mitigation works were executed.
- An emergency communication system was established in 18 communities, connected to two weather stations with linímetros that allow for monitoring of water levels of the river, as well as precipitation levels. This communication system was also linked with the Region VI of the Se-Conred.
- To provide effective signalization for evacuation, 130 evacuation arrow signs, 19 placards identifying safe assembly points, 20 shelter identification signs were installed and 35 alarms and 18 warning instruments were distributed in the 18 communities.
- The Colreds and School Committees were equipped with alarms consisting in metal tubes and hammers with wooden base, to make it sound as necessary.
- The Colreds were equipped with a warning signal consisting in 4 colored triangles (green, yellow, orange and red). The color green is painted as the basis of the signal and the other 3 colors are produced in plastic.
- The Colreds were equipped with 15 plastic whistles, which will be used to support community alarms.

- The members of the Colreds were equipped with identification vests, color orange with reflective tape.
- Each member of the Colreds was equipped with an identification card.
- 2660 people participated simultaneously in all 18 communities in a comprehensive drill together with and coordinated by the municipal mayor's office.

#### At School Level:

All training and awareness raising processes were particularly focused on teachers and students, thus allowing for enhanced ownership and participation in the disaster preparation activities prompted by the project. In this way the following was achieved:

- The establishment of 17 school emergency committees, with a total of 121 teachers, 237 students and 56 parents.
- The training of 44 teachers in areas of disaster risk reduction, 25 in psychological first aid, and 41 in basic first aid.
- Celebration of the International Day for Disaster Reduction, with the campaign "Disaster reduction starts at school".
- Educational "ludic" (fun) activities, which included: "Riskland" games, drawing and painting contests with 3207 participants, mural competitions and puppet presentations, all with themes alluding to disaster preparedness,
- Distribution in schools of 23 alarms, consisting in metal tubes and hammers with wooden base and 18 warnings, consisting in four colored triangles.
- Implementation of a national earthquake drill in schools with 1574 participants.

#### At municipal level:

Through the various activities of the project mechanisms for emergency preparedness and response were consolidated, achieving:

- Updating and validation of the Municipal Plan.
- Organization and Accreditation of 28 members of the First Response Team of the Comred of Santo Domingo.
- The Comred has its own office now and has been equipped with assets of the project in addition to the provision of basic response equipment by the project.
- Social recognition of the Comred and strengthening of the Comred's links with the communities and the Se-Conred departmental level.
- The structure and actions of the Comred of Santo Domingo Suchitepequez serve as an example for other municipalities in the department.

#### 4.7.2 Indicator(s) and source(s) of verification

- 👉 **OVI1.-** Upon concluding the project, the 18 communities have local response plans, updated and validated with simulation exercises and the participation of COMRED.

#### The result measured by this indicator was completely met

The 18 communities now have their own community response plans, which were validated through drill exercises in which participated 2660 people including children, teachers, men and women from 18 communities as well as members of the municipality of Santo Domingo.

Drill exercises were useful in order to determine the weaknesses and strengths of community and school plans in order to adjust them.

Aspects that could be improved include: management of the information flow, situational chart, management of information to be disclosed to the media. In some isolated cases, it was necessary to strengthen coordination capacities for the management of patients and shelters.

Technical and volunteer personnel participated as control cells in each community for the validation of all the plans.

↳ **OVI2.-** The municipality of Santo Domingo Suchitepequez has an updated, validated, and distributed municipal response plan by the end of the project with simulation exercises and the participation of CODRED.

The result measured by this indicator was completely met

The municipality of Santo Domingo has its updated Response Plan, which was validated through a simulation exercise related to flooding in the final month of the project's implementation. In this exercise 39 people participated, including children, men and women. This drill was conducted concurrently with the drill exercise in the 18 communities assisted by the project. This allowed evaluate thoroughly the capacity of information management and processing at the municipal level.

COMRED members were trained in relevant subjects; a Municipal Response Plan was prepared during a public event with the participation of the 18 COLRED, and then a Municipal Flood Drill was held simultaneously linking the 18 COLRED assisted during the project.

In addition to the Mayor and volunteer members of COMRED, the following members of CODRED participated in the exercise: the Governoress, the assistant and liaison between the Governor's Office and the SE-CONRED and the Project, the Director of the Departmental Hospital, members of the 4th Brigade of Military Infantry Justo Rufino Barrios, and members of the Volunteer Firefighters Company in the municipality of San Jose El Idolo.

The following individuals participated in the validation exercise: two former delegates of the SE-CONRED at the departmental level and of Region VI as control cells, one located in the municipality and the other one as itinerant cell control.

In general terms, the drill was carried out normally and allowed the identification of weaknesses in the municipal response plan and their improvement, as well as the identification of "bottlenecks" that generally make operations difficult during an emergency, such as: the flow and management of information, damage assessment and analysis of needs, and an effective decision-making process.

↳ **OVI3. -** The local and community response plans will be developed with the participation of COMRED and CODRED respectively and will be tested by simulation exercises.

The result measured by this indicator was completely met



Community plans were developed individually during the project's execution and were concluded during a 2-day collective session in which the 18 COLRED met in order to determine the responsibilities and roles of each of the commissions integrating the community response plans. The departmental delegate of the SE-CONRED and the Assistant and liaison from the Governor's Office participated in this collective discussion session.

This session allowed us to strengthen ties among the 18 COLRED, to interact with the different commissions that comprise the community plans, to dispel doubts, and, most of all, to become familiar with the protocols and procedures established in the plans, thus facilitating the execution of the drill jointly with the COMRED and CONRED.

In order to update the Municipal Response Plan, the 18 plans of the COLREDS were taken into account. The Santo Domingo COMRED has a copy of each of the Response Plans for the 18 COLRED and the 17 schools.

The concurrent execution of the flooding simulation exercise in all communities, schools and at municipal level made it possible to compare the agility of the response in every community and school and the flow of information between communities, schools and the Comred.

Verification Sources:

- ✓ Final external evaluation.
- ✓ Final report.
- ✓ Updated and validated community response plans.
- ✓ Updated and validated municipal plan.

#### **4.8 Results and indicators**

##### **4.8.1 Result 1, relevant indicator(s) and source(s) of verification**

**R1-OVI. Infrastructure:**

☞ **R1.-** The 18 communities included have strengthened their basic infrastructure and/or evacuation routes for preparedness and attention to hydro meteorological disasters.

This result is under execution and at the time this report was drafted, the micro projects and evacuation routes are being identified and prioritized by the communities and the project staff.

This result has been 100% executed. A total of 16 communities have been strengthened through basic infrastructure micro projects for preparedness. A total of 18 communities in the area of intervention are signalized with evacuation routes, safe meeting points, and temporary shelters with the support and technical assistance of the project's team. In addition, they were provided with community warnings and alarms.

The VCA diagnoses allowed for the identification of the needs of communities and then prioritize and select those that would be implemented within the project.

- **\*1.1.-** 100% of the communities can identify and prioritize basic infrastructure needs, in preparedness for disasters.

At this time the Vulnerability and Capacity Analysis has concluded in 16 communities, and 9 of them (56%) have identified at least one Basic infrastructure project for disaster preparedness.

☞

At this time, 100% of communities in the project's intervention area have identified and prioritized their basic infrastructure needs through the application of the Vulnerabilities and Capacities Analysis (AVC) methodology. Of these, 88% (16 communities) have identified and prioritized preparedness infrastructure micro projects.

- **1.2.-** 100% of the communities have identified and signalled their evacuation routes upon the conclusion of the intervention.

Currently, 4 communities (22%) have signaled their evacuation routes and 1 (6%) is partially signalized; we must mention this signalization is due to the efforts of CRS (Catholic Relief Services) some years ago, but it needs revision and updating, and we will work on it accordingly.

The identification and signalization process is linked to the drafting and updating of the community response plans, and they are being promoted.

At the end of the project's runtime all assisted communities have identified and signalized their evacuation routes, safe meeting points, and temporary shelter areas. In order to achieve this, the signalization effort that had been previously carried out by Catholic Relief Services (CRS) some years ago was taken into account, after being revised and updated,

Signalization is directly linked to each of the local response plans, which have been drafted and updated in each community. In addition, all were provided with Warnings and Alarms.

The signalization was determined according to the results of the risk analysis, the VCA and the developed Community and Local Response Plans. At the end of the project were installed:

Communities	Evacuation Arrow Signs	Secure assembly point signs	Secure shelter identification signs
18	130	19	20

In addition, where appropriate arrow evacuation signs were painted on the walls of classrooms in the schools and corresponding signs on safe assembly points where appropriate.

*See details in Annex #5; Table N° 37: "Detail of Signalization"*

*See an example of Maps in Annex #6: "Example of Signalized Community Sketch"*

- **\*1.3** At least two communities of the project, have executed small mitigation works

16 communities, (88%) have executed preparedness infrastructure micro projects.

At the end of the project's runtime the following was achieved:

- The improvement of infrastructure of 5 Schools, which in normal times serve as educational centers and in times of emergencies will serve as temporary shelters.



- Rehabilitation of the infrastructure 1 Health Post.
- Improving the infrastructure of 3 community kitchens, including the installation of toilets in one of them, all installed at sites that have been used as temporary shelters.
- Rehabilitation of 3 community halls to serve as temporary shelters.
- 2 Communities were provided with basic equipment for disaster response.
- Provision of an engine for a community water pump, supplying 400 families in a community.
- Construction of 1 pedestrian path, which forms part of an evacuation route.

*See details in Annex #5; Table N° 2: "Micro projects identified and executed"*

#### **Sources of Verification:**

- ✓ Monthly follow-up reports.
- ✓ List of participants in the VCA workshops.
- ✓ Aide-memoirs of work execution.
- ✓ Delivery statements and reception of materials.
- ✓ Delivery statements and final reception of works.
- ✓ Photographs of works and evacuation routes.

#### **4.8.2 Result 2, relevant indicator(s) and source(s) of verification**

#### **R2- OVI. Awareness**

☞ **R2:** The 18 communities included have been exposed to educational and awareness messages regarding risk management before disasters, preparedness actions, and response in an emergency.

A pilot project has been developed with the training plan in the community of El Triunfo. From there, we have taken valid lessons for the teaching-learning process promoted in the rest of the communities: schedules, appeals, methodologies, reference materials, etc.

This is fundamental to establish the bases that allow community strengthening in all its aspects: more effective decision-making, infrastructure, local emergency plans, etc.

Until now, various working methodologies have been developed to increase awareness in the communities, from puppet shows, to lectures, simulation exercises, painting contests, to radio messages. We hope to continue with other processes—also of use—to reach this result.

To promote spaces for awareness raising, the activities were based on an analysis of Knowledge, Attitudes and Practices of the target population. This assessment was established through participatory methodologies and continuous reporting mechanisms:

- Puppet Presentations: Establishing awareness through the "Show of Nature", "The Vulcan Kabricán" and "Martin Axe Head".
- Educational "ludic" (fun) activities: "Riskland" game, painting and mural competitions.
- Emissions of radio spots for children and adults every day.
- Production and distribution of educational posters with instructions in case of floods, earthquakes and landslides.
- Production and distribution of notebooks with front and back covers equal to the posters.

- **2.1.-** At least 80% of the population of the communities and the municipality are exposed to educational messages in risk management for at least three months.

The project has the support of the Mazatenango Volunteer Ecology Group, which has a radio show on Sundays in: Radio Victoria (frequency 870 AM). They grant us a space on their show to discuss the project, its outreach, and general updates

In addition, starting a month ago, two radio sports are being broadcast, one for adults and another for children, making allusions to the promotion of the organization and community participation.

During the last one and a half months of the project's execution, radio spots were hired in another 3 radio stations: Radio Kakol Key (frequency 95.1 FM), Radio KE Buena (frequency 89.1 FM) and Radio EXA FM (frequency 97.5 FM), all of which have coverage throughout the project's intervention area.

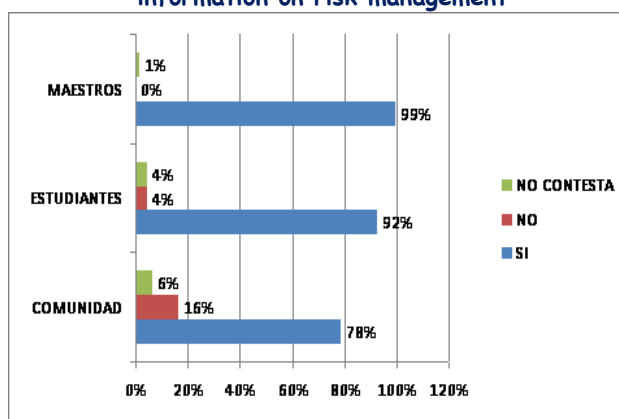
Measurement of this indicator's compliance will be achieved during the project's final evaluation.

The Final External Evaluation found that an average of 90% of the population in the communities affirms having had access to information on Risk Reduction Management during the project's execution.

In other words, in average, 9 out of every 10 people received educational messages: 99% of the total of teachers interviewed, 92% of children interviewed, and 78% of residents in the community affirmed having received information on disaster preparedness from the project.

As it can be noted, information is in the hands of the community, with greater prevalence among teachers (conveyors of knowledge) and children as recipients and future adults, which makes us believe that this will contribute to the project's sustainability and long-term impact.

**People who have received  
information on risk management**



Source: Final External Evaluation Report; June 2008

**Main means through which information on risk management was communicated;**

**Source: Final External Evaluation; June-08**

Response	Community	Students	Teachers
Neighbors, friends	6%	8%	5%
Radio	13%	2%	7%
Television	9%	6%	5%
Newspaper	8%	3%	6%
School	8%	18%	3%
Red Cross	56%	63%	74%

Source: Final External Evaluation Report; June 2008

As it can be noted, the surveys carried out by the final external evaluation provide interesting information: in the communities, 19% of respondents affirm having received information through verbal messages: 13% through the radio and 6% through their friends.

This may suggest that we need to leverage this type of communication, since it is easier to re-transmit at the social level. It should not be forgotten that, culturally and historically, this is the method that has been most widely used.

The exchange gain between Euro and Quetzal allowed for some savings in this case, which made possible the hiring of spots in radio stations until August this year, so that educational messages will continue being aired. The delegation of the Mazatenango Red Cross will monitor such broadcasts.

- \* 2.2. A workshop on the management of emergencies is carried out for university students in Social Communication

So far in the project, two training and skills workshops have been offered to the staff of the COMRED:

- Evaluation of Damages and Analysis of Needs (EDAN) with a participation of 22 people representing various institutions, among these, representatives of the COMRED.
- Sphere Project, with a participation of 20 people, with both COMRED and CODRED members.

This indicator will be completed once the training cycle foreseen through the project concludes.

A workshop on Information Management in case of Emergencies and Disasters was held, targeted mainly to students of Communications Sciences at the South-Western University Center (CUNSUROC) with headquarters in Mazatenango.

A total of 48 individuals participated in the workshop: 25 women and 23 men.

- Of these, 23 are university students;
- 4, university professors;
- 10, members of the COMRED in Santo Domingo;
- 2, reporters, representatives of Radio Indiana and Radio Victoria de Mazatenango;
- 1, communicator of the Sixth Brigade of Volunteer Firefighters of Mazatenango;
- 2, representatives of the 4<sup>th</sup> Brigade of the National Army of Guatemala;
- 1, communicator of the National Civilian Police;
- 2, representatives of the Education Ministry's Departmental Educational Directorate of Suchitepéquez;
- 2, communicators of the Guatemalan Red Cross; and
- 1, acting Departmental delegate of SE CONRED for Suchitepéquez..

- **2.3.-** The schools, the COLRED, and the COMRED have received 100% of the educational and reference material produced by the project.

For the workshops in the schools, targeted for teachers, and the work with the communities carried out until now, the project has used as reference the official materials of the Education Ministry and SE-CONRED, as well as the materials of the Regional Reference Centers on Community Education of the Red Cross in Costa Rica and El Salvador.

These materials have been photocopied (in the case of the official material for Guatemala) or downloaded from websites (in the case of the Reference Centers), for the work carried out so far with the teachers and communities.

In addition, the AVC tools were printed in vinyl sheets to carry out the diagnostic in the communities.

In order to continue with the process in the communities and complete the cycle of training, negotiations are currently under way with printing presses in Guatemala City to publish the official manuals of MINEDUC and SE-CONRED:

- Organization of the School Committee.
- Guide for Psycho-Social Help.
- Flipchart of the School Committee.
- Guide to use the Flipchart.
- Flooding Poster.

In addition, quotes have been requested from the Reference Centers in Costa Rica to print the following manuals:

- Floods.
- Education, Organization, and Community Preparedness for Risk Reduction.

At this time, the awareness raising materials designed by the project's team, plus the official materials of SE CONRED and the Ministry of Education, printed with the project's financial resources, have been distributed. Distribution was carried out as follows:

**To schools located in the project's area:**

- 17 vinyl banners showing the structure of the School Management Committee for Risk Reduction. One was distributed to each school.
- 17 copies of the Flipchart entitled "Management of natural or man-made disasters," distributed to the same number of schools.
- 17 copies of the teacher's guide for the use of the flipchart entitled "Management of natural or man-made disasters," distributed to the same number of schools.
- 17 copies of the teacher's guide for children psycho-social support in case of disasters, distributed to the same number of schools.
- 17 copies of the Guide for the Organization of the School Management Committee for Risk Reduction, distributed to the same number of schools.

**At the level of the community and of the 18 COLRED organized**

- 126 posters entitled "Watch out for floods," distributed to all communities in the intervention area.
- 126 posters entitled "What to do in case of an earthquake," distributed to all communities in the intervention area.
- 126 posters entitled "What to do in case of a landslide," distributed to all communities in the intervention area.

In addition, during the training sessions to teachers, School Committees, and the COLRED in each community, the Project has used these materials as a reference and has distributed them. These have been photocopied (in the case of official materials used in Guatemala) or downloaded from the website (in the case of materials produced by the FICR Reference Centers)

Likewise, materials received from the Community Education Reference Center, with headquarters in Costa Rica, of the International Federation of Red Cross and Red Crescent Societies, which consist in 5 printed training modules, have been distributed.

Modules correspond to the following topics:

- Early Warning System for Floods in Small Basins
- Psychological First Aid
- Community Manual for Disaster Prevention in Rural Aqueducts
- Healthy Home
- Community Maintenance of Schools

- **2.4.-** An information campaign about risk management is directed to 100% of the communities and schools targeted by the project.

Execution 50%

The communities and the schools have been exposed to various messages regarding disaster reduction during the project's execution.

Several interactive methodologies have been used with the children in the schools and adults in the communities:

First: Building Concepts with *The Nature Show*

During the organization of the school committees, while the project technicians were working with the teachers, the volunteers were working with students in *The Nature Show*, where puppets: *Ecologito*, *Reciclaje*, *Dr. Climate*, *Mrs. Earth*, and *Ambientocín*, speak about their importance in the environment and their relationship to events that cause disasters. In this way, concepts are built with children in the schools.

Second: Painting Contest: *Disaster Reduction Begins in School*

The project promoted the painting contest supported by EIRD, UNICEF, and other international agencies like the International Plan, and the IFRC in the framework of the World Campaign for Disaster Reduction 2006-2007.

All the schools were handed the terms of the contest with the general parameters and other details; project funds were used to provide the materials for the contest, according to requests sent by the schools themselves.

**In the end:**

- **8 of the 17 schools in the project participated.**
- **A total of 175 drawings in the categories: Less than 5 Years of Age, from 6 to 9 Years, and from 10 to 12 Years.**

Regarding the contest, the wide participation of the Departmental Directorate of the Education Ministry and its Technical and Administrative Coordinators for the Municipality must be highlighted. The selection and awarding of the drawings took place in the municipality and the winning drawings were delivered to the Education Board of the SE-CONRED, so that along with the central office of the Education Ministry, they were sent to Panama, where the drawings of the whole region will be evaluated.

Third: Celebration of *International Day for Risk Reduction*

This event is foreseen for the month of October, when the schools and members of the COLREDs, COMRED and CODRED will come together to participate in dissertations, contests, and games making allusion to risk reduction (Riskland, *The Nature Show*, *The League of Knowledge*). Every child will receive a certificate of participation and the winner will have his/her drawing printed on a T-shirt that he/she will wear with the Mayor of Santo Domingo, in order to build closer ties and commitments between authorities and their administration for risk reduction.

\* Radio Ads

As was mentioned before, the population is exposed to radio messages that reinforce the interactive processes in the communities and schools.

Third: Closing of Campaign

The celebration of the International Day for Disaster Reduction was held in all schools on October 8 to 23; 2007.

Community/School	Participants				
	Girls	Boys	Teachers	Padres /Madres	Total
18 Communities / 17 Schools	1,377	1,478	97	255	3,207

The following agenda was carried out in each school:

- Presentation of Puppet Show entitled "Martín Cabeza de Hacha (Martin Axe Head)"
- Breaking the Piñatas
- RISKLAND (Game created and promoted by ISRD)
- Award ceremony of drawing contest.

In order to recognize the efforts of children who participated in the contest, the Project handed over participation certificates to the authors of 175 drawings, in addition to giving an award to the best drawing of each school. Awards given were donated in part by the First Lady's Social Works Secretariat- SOSEP, through its Departmental Delegate.

At the request of leaders in the El Martillo Community, the International Day was celebrated on October 23, 2007; although, due to reasons involving coordination, the presentation of the puppet show entitled "Martin Cabeza de Hacha (Ax-Head Martin)" was not possible.

As a final activity, a contest of murals was held in schools on the subject: "Disaster Reduction Begins At School," in which 9 schools participated and four awards consisting of suitcases with educational materials were distributed.

*See detail in Table N° 4 : "Building concepts with The Nature Show" and Table N° 5: "Participants in the Drawing Contest: Disaster Reduction Begins at School"*

*See details in Annex #5; Table N° 26: "Participants in Celebration of International Day for Risk Reduction"*

**Sources of Verification.**

- ✓ Final report of the survey of coverage of educational messages.
- ✓ Monthly follow-up reports.
- ✓ List of participants of the training and awareness workshops.
- ✓ Contracts with radio stations.
- ✓ Radio scripts and spots.
- ✓ Delivery statement of the printed material regarding risk management.



#### 4.8.3 Result 3, relevant indicator(s) and source(s) of verification

##### **R3- OVI. Small Works**

- ☞ **R3:** In the 18 communities included, small mitigation works have been identified and executed, according to their priorities, capacities, and vulnerabilities.

At this time, the Vulnerability and Capacity Analysis has been concluded in 16 of the 18 communities, of these, 6 have identified at least one Basic project for disaster mitigation.

At this time, the process for the Analysis of Vulnerabilities and Capacities has been concluded in the 18 communities of the project's intervention area. In addition, 2 communities have identified at least 1 basic work for disaster mitigation.

VCA Community meetings were developed in three working meetings. To complete the tools, in the three sessions participated:

Participants of 18 Communities	First Session			Second Session			Third Session		
	Women	Men	Total	Women	Men	Total	Women	Men	Total
Totals	665	245	910	393	177	570	437	208	645

*See details in Annex #5; Table #22: "Analysis of Vulnerabilities and Capacities"*

- [3.1. 100% of the communities can identify and prioritize small mitigation works, upon the conclusion of the intervention](#)

Currently, 33% of the communities have identified at least one mitigation project. In the duration of the project, the process will be continued in the rest of the communities, in their identification, prioritization, and execution, as corresponds.

Due to its nature, the extent of this indicator will be measured upon the project's conclusion.

##### [Totally completed](#)

At the end of the project's runtime, all assisted communities can identify mitigation works. Of these, 12% (2 communities) have prioritized 1 small mitigation work:

- Santa Rita.
- Santa Cruz Laredo.

- [3.2. Two communities of the project have executed small mitigation works.](#)

Due to its nature, the extent of this indicator will be measured upon the project's conclusion.

A total of 2 communities in the project prioritized and executed mitigation works.

The VCA diagnoses allowed for identifying the community needs and prioritize and select those that would be implemented within the project. At the end the following was achieved:

- The firming of foundations of 1 communal room as a measure to increase its capacity to mitigate the undermining through the flow of water.

- The firming of foundations of 1 School as a measure to increase its capacity to mitigate the undermining through the flow of water.

*See details in Annex #5; Table #2: "Micro projects identified and executed"*

**Sources of Verification:**

- ✓ Monthly follow-up reports.
- ✓ List of participants on the VCA workshops.
- ✓ Aide-memoirs of work execution.
- ✓ Delivery statements and reception of materials.
- ✓ Delivery statements and final reception of works.
- ✓ Photographs of works and evacuation routes.

**4.8.4 Result 4, relevant indicator(s) and source(s) of verification**

**R4- OVI. Maps and Data**

- ☞ **R4:** A risk study and a base line are produced, implemented, and socialized with the COLREDs and the municipal authorities in the 18 communities.

In order to consolidate the processes, the corresponding studies were carried out, in the case of the base lines it was useful to consider other topics for the knowledge processes of the communities that allow strengthening efforts carried out by other entities (like CODRED) for years, in some communities, as well as the efforts carried out by the project.

*Available the Project Base Line Study*

The project base line study was presented before COMRED in the July monthly meeting, where various aspects of the findings were discussed.

In turn, the socialization with the COLREDs will be carried out in the visits to every community in order to show the details found.

**11 people participated, including: Members of the Comred, Se-Codred, Mineduc; Conalfa and National Civil Police.**

*See details Annex #5; in Table # 6: Coordination Meetings with COMRED*

In addition, the risk diagnostic evidenced vulnerabilities and risks beyond the zone's threats, extrapolating it to other factors like organization, traditions, and local culture, part of the fundamental elements to consider for an integral reduction of risk. It is evident that some of these elements are beyond the scope of this project, but at least some options are presented to municipal and community authorities, such as fluidity in communications, greater quality of information, access and acceptance of community self-management, among others, which may be taken into consideration for an effective reduction of risk.

*Available the Risk Diagnostic Document*

The study was carried out and its report validated with members of the COLRED of the communities during the August monthly meeting. Also 5 members of the COMRED, as well as 17 leaders from 16 communities participated in the meeting.

*See details in Table #6: Coordination Meetings with COMRED*

- **4.1.-** At least 80% of the COCODE presidents participate in the collection of information for the base line.

The 18 presidents of the COCODE participated actively in the recollection of data for the project base line (this is equivalent to an additional 20% of what was foreseen in the indicator).

The presidents collaborated not only in providing data, but also guiding the Red Cross volunteers within the communities, for the obtaining of data or offering ideas for the best “logical routes” for the tour.

*See details in Annex #5; Table # 7: Participation of the COCODE in base line and risk diagnostic.*

- **4.2.-** At least 80% of the members of the COLRED, COMRED, CODRED, and SE-CONRED participate in the presentation of the risk study.

18 leaders of the communities (3 COCODEs and 15 COLREDs), 6 members of the COMRED and 1 of the CODRED participated in the presentation and validation of the results of the risk diagnostic. After the data was collected in the field, the consulting team presented a draft report and the collected data were validated with the main actors of the analysis.

The Risk Study by community was used as input for the drafting of the local response plans of each of the 18 COLRED and for the updating of the COMRED plan. In addition, a summary of the study has been included as an appendix to the Municipal Response Plan of the Santo Domingo COMRED.

*See detail in Annex #5; Table # 6: Coordination meetings with COMRED*

*See details in Annex #5; Table # 7: Participation of the COCODE in base line and risk diagnostic.*

*See details in Annex #5; Table # 8: Socialization of Risk Diagnostic with Community Leaders.*

**Sources of Verification:**

- ✓ Monthly follow-up reports.
- ✓ Base line report.
- ✓ Formats and forms used.
- ✓ List of participants in the official presentation of the base line and the risk study.
- ✓ Final evaluation report

**4.8.5 Result 5, relevant indicator(s) and source(s) of verification**

**R5- OVI. Education**

- ✎ **R5:** Have an incidence on the changes of attitude and best practices for a risk prevention and preparedness culture in the 17 schools of the target population.

To date, numerous visits have been carried out to the schools to share with the children and teachers the message of risk reduction. Until now, the response from both teachers and students has been very positive and advantageous, as can be witnessed in the quality of the practical exercises carried out in 6 schools to validate their school response plans.

It is also important to mention the efforts of the Health Ministry through its municipal Technical and Administrative Coordinator (CTA), teachers, and school directors, the technical team, and volunteers has been important, despite the time wasted with the two-month long teacher's strike at the beginning of the year. The schools will function as voting centers, so they will be closed the week before the elections, during, and one week after the elections in September. The school year will possibly be concluded before time, due to the national elections. This could affect the expected outreach of this result.

The tools used in the project, such as: Campaign in schools, painting and mural competitions, puppet presentations, etc. allowed to enhance the consciousness of the children related to their actions and the reduction of disaster risks. A teacher, connected to one of the schools included in the project, related the following anecdote:

"A parent came yesterday to ask what we'd done with his son, because he had been forced to plant 10 trees near the river. This was what Mr. Martin Axe Head had told him to do, caring for the environment and to protect themselves from floods."

Lessons like this show that the developed and applied strategies are valid and contribute to achieving the desired goals.

- 5.1. At least 30 teachers of the 17 schools are trained in: school safety, school emergency planning, basic first aid and emotional support so that they can prepare and orient the student population in the development of school safety plans.

To date, the project has carried out the trainings in:

- Training course for teachers in Disaster Risk Reduction at the school level, with the participation of 32 teachers (15 female teachers and 17 male teachers) of the 17 schools in the project. At the request of the Technical and Administrative Coordinator (CTA) of the municipality, three teachers from three additional nearby schools were invited. In addition, the municipality's CTA was also a participant.  
Among other issues, this course includes a School Security Course, Drafting of school Plans, and a simulation exercise. The official materials of the MINEDUC and SE-CONRED were used.
- Psychological first aid: with the participation of 34 teachers (27 female teachers and 7 male teachers) of the 17 schools of the project. At the request of the municipal CTA, 2 teachers from nearby additional schools were invited.  
Among other things, this course includes: mental health, risk factors, self-esteem, stress, mourning, intervention in crises associated to disasters. The official materials of the MINEDUC and SE-CONRED were used, as well as the psycho-social support module of the Red Cross Community Education Reference Center.
- Basic First Aid: with the participation of 29 teachers (18 female teachers and 11 male teachers); in addition, the invitation was extended to the members of the School Borrad and 5 parents joined us (3 mothers and 2 fathers).

- Training for the strengthening of School Committees in the 17 schools located in the project's area with the participation of 87 female teachers and 32 male teachers, 113 male students and 115 female students who are part of each School Committee. The topics discussed in each school were:
  - Basic risk management concepts
  - CONRED structure and legal basis
  - COLRED: Commissions and responsibilities
  - School Committee for Risk Reduction: Commissions and responsibilities
  - Emergency Signalization
  - Introduction to Shelter Management (according to the guide that was institutionally established by the First Lady's Social Works Secretariat – SOSEP)
  - Introduction to Evaluation of Damages and Analysis of Needs (EDAN)
  - Basic Search and Rescue Techniques
  - Psychological First Aid
  - Use and handling of first aid kit
- Basic First Aid and Psychological First Aid: With the participation of 27 female teachers and 14 male teachers, who had not participated in courses previously held so as not to affect regular education activities at the different schools. At the request of the municipality's CTA, 4 teachers from other schools in the urban area of the Santo Domingo Municipality, which are additional to the ones assisted by the project, participated in this workshop.

**Trained Teachers  
May to August de 2007**

Courses/Themes imparted	Disaster Risk Reduction at School levels		P. A. Psychosocial		First Aid		
	Male Teachers	Female Teachers	Male Teachers	Female Teachers	Male Teachers	Fathers	Mothers
<b>Totals</b>	<b>17</b>	<b>27</b>	<b>7</b>	<b>18</b>	<b>11</b>	<b>2</b>	<b>3</b>

**Trained Teachers  
April 2008**

Courses/Themes imparted	First Aid and P.A. Psychosocial	
	Male Teachers	Female Teachers
<b>Totals</b>	<b>14</b>	<b>27</b>

*See detail in Annex #5; Tables Nº 9: "Training of teachers, May-August 2007" and Table No 10: "Training of teachers, April 2008"*

As a last training session focused on teachers, a specialist provided support during a workshop on the following subject: "Development of ludic educational activities focused on Risk Management." A total of 50 teachers participated.

**Training of Teachers in the development of educational  
"ludic" (fun) activities related to Risk Management**

Participants	Women	Men	Total
<b>Total</b>	<b>37</b>	<b>13</b>	<b>50</b>

*For more information on this subject, see Annex #5; Table N° 30: "Development of ludic educational activities focused on Risk Management."*

- **5.2.-** 17 school safety plans in the target school centers are produced, updated, and validated.

With the training offered to the teachers, the school plans have been built with the support of the project technicians.

To date, there are 16 school plans, of which 6 are revised and another 6 were validated in the 12 July national simulation. It is worth mentioning that some of these plans were put to practice without having been reviewed, but the experience seemed positive to us, as the teachers learned of the weaknesses of the plans.

#### **National "Earthquake" drill for educational institutes**

Participants (6 Schools)	Female Students	Male students	Teachers	CTA	COCODE	PNC	Total
<b>Totals</b>	<b>696</b>	<b>776</b>	<b>99</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1,574</b>

As foreseen, on May 7, the validation of the 17 response school plans was performed simultaneously. The drill exercise lasted approximately three hours. During that time, teachers and students had to execute the plan. A total of 2,424 individuals participated (1,189 girls, 1,126 boys, and 109 teachers).

In general, interesting lessons were learned, mostly regarding response, organization, and activation of the commissions of the School Committee and, of course, in the management of information. Now it is up to the Education Ministry to provide follow up to the school plans, as well as to perform a periodical update. The Technical Administrative Coordination (CTA) in Santo Domingo Suchitepequez has a copy of each of the 17 school response plans.

The 17 schools assisted were signalized according to their School Response Plans. Red Cross volunteers, members of the project's technical team, and students participated in the signalization process; signals were painted on walls and visible areas of schools.

#### **Participants of the socialization meeting for the Municipal Response Plan of COMRED en Santo Domingo, Suchitepéquez.**

##### **1 COMRED, 18 COLRED and 17 School Committees**

Participants: Community/School	Girls	Boys	Teachers	Women	Men	Total
<b>Total</b>	<b>1,189</b>	<b>1,126</b>	<b>109</b>	<b>124</b>	<b>112</b>	<b>2,660</b>

*See details in Annex #5; Table N°11: "Committee School Trained"*

*See details in Annex #5; Table N°16: "National drill Santo Domingo Comred"*

*See details in Annex #5; Table N°28: "General drill of project"*



- **5.3.-** 17 schools included in the Project are equipped with first aid kits.

At the moment, we are in the price quoting process, according to the suppliers available in the capital city. In August, the teachers were trained in basic first aid, with this training they will be able to make a more efficient use of the school first aid kits. We expect this activity to be completed in October.

At this time, kits have already been purchased and we are in the process of distributing them.

With the training on basic first aid provided to teachers, we expect that they can use the schools' first aid kits more efficiently.

The 17 schools were equipped with a first aid kit to strengthen their capacity to assist emergencies. In addition, teachers were trained on the use and handling of the first aid kit in case of emergency.

*See more details in Annex #5; Table N°33: "Equipment distributed to School Committees"*

#### **Sources of Verification:**

- ✓ Monthly follow-up reports.
- ✓ List of participants in the workshops.
- ✓ Copy of the school safety plans produced.
- ✓ Delivery statements and receipts of the first aid kits.
- ✓ Aide-memoirs of the school drills.

#### **4.8.6 Result 6, relevant indicator(s) and source(s) of verification**

#### **R6- OVI. SAT**

- ✎ **R6:** The COLREDs and COMRED receive support for the identification and installation of instruments necessary for the establishment of traditional EWS, connected to the SE-CONRED Region VI.

Finally, after inter-institutional coordination and communication meetings held with the project's new liaison from the SE CONRED, Dr. Sergio Cabañas, a decision was jointly made to install an Emergency Communication system in the project's intervention area.

This system includes the installation of: 3 meteorological stations (1 in the Nahualate Village in the Municipality of Chicacao, at the intermediate level of the Nahualate Basin, 1 in San Mauricio Community and another one in Nueva Venecia Village), 2 radio stations directly connected to the VI Region of the CONRED System, 1 in Nueva Covadonga Community and 1 in San Mauricio Community, and 16 portable radios in the remaining communities, in UHF in order to facilitate warnings and communications among all communities located in the project's area.

Portable radios were placed with strategic members of the COLRED. Whenever there is an emergency, they can communicate with each other and, in turn, they can all communicate with any of the six radio base stations linked to the Municipal and Regional Systems of the SE-CONRED.

*See more details in Annex #5; Table N°36: "Detail of radio bases and portable radios."*

- \* 6.1 In the 18 communities, the instruments required for monitoring threats and for an emergency communications system have been identified, upon the project's conclusion.

The 18 COLREDs were trained in the use and management of Warnings, as well as in the measures to take in case they need to sound the alarms provided by the project. They were trained on how to identify and follow evacuation route signs to safe locations, meeting areas, and shelters.

The results of a diagnosis carried out to determine the necessary tools to allow for monitoring of the river Nahualate are:

- Linímetros to determine the water level of the river in three levels at the bottom end of the basin.
  - Meteorological stations to monitor weather conditions, in two locations at the bottom end of Santo Domingo that allows monitoring of data at two points at the bottom end of the basin.
  - 18 portable radios, interlinked to each other to enhance monitoring capacities and mutual assistance, in addition to the monitoring of sudden surges in the river and the "quineles" (irrigation channels).
  - Two radio bases, linked to the regional system of Se-Conrad, allowing the transmission and reception of information when necessary.
- 6.2 100% of the instruments identified as necessary for the monitoring of threats and for the communications system have been installed upon the project's conclusion.

Monitoring and communications instruments have already been purchased by the Project and are in the process of being installed in each of the communities located in the project's intervention area and in other places that have been strategically identified so that they can be effectively used in the monitoring and warning process.

All instruments needed have been quoted and purchased; some of them are being programmed by the Consultant hired for this purpose so that we can proceed with installation.

The project installed:

- Two meteorological stations.
- Two stations to monitor the level of the Nahualate River with linemeters;
- 18 portable radios (with scrambler and "family radio" frequency)
- And two radio bases (additional to the three existing ones so as to strengthen the local communications network) which were connected to the SE-CONRED frequency.

Warnings and Alarms were also distributed and placed at the 17 schools and in the 18 communities (community houses, safe areas and/or shelters).

- \* 6.3 100% of the people responsible for the Monitoring instruments and the instruments for the Emergency Communications System in the communities are trained in the use, management and care of the instruments upon the conclusion of the project.

Until now, the activities of this result have been more at the management and institutional coordination level and for now other activities have taken priority in the communities to allow establishing bases for organization and awareness for greater sustainability of the system.

In addition, the installation of loudspeakers is being considered in the communities, as well as a river meter on the shores of the Nahualate River, close to the communities of Bolivia, Los Tiestos, and Venecia, which have transmitter radios installed and linked to the national system of CONRED.

A field visit will be carried out in September with members of the SE-CONRED in charge of the EWS at the national level, so they can support us with the identification of instruments and their potential location site, in addition to strengthening the social participation processes in the actions of monitoring, control, and response to possible threats.

All instruments needed have been quoted and purchased; some of them are being programmed by the Consultant hired for this purpose so that we can proceed with installation.

Compliance with this indicator will be achieved after instruments have been installed and their good operation has been verified; therefore, its execution can be measured upon the project's completion.

As already explained the instruments purchased to monitor the river and the meteorological conditions, as well as the radios for the emergency communications system, are installed and working.

Upon conclusion of this report, floods have been reported in the communities of Conrado de la Cruz, Los Tiestos, and San Mauricio; the Emergency Information System was useful to warn the remaining communities and the COMRED.

All the people responsible for instruments (linímetros - river water level meters - and meteorological stations), as well as for radio bases and portable radios, were trained in their use and handling.

#### **Sources of Verification:**

- ✓ Monthly follow-up reports.
- ✓ List of participants in the VCA workshops.
- ✓ Diagnostic EWS reports.
- ✓ Report about the community reports to the SE-CONRED.
- ✓ Delivery statement and receipt of the EWS instruments.
- ✓ List of participants in the use and management of instruments.

#### **4.8.7 Result 7, relevant indicator(s) and source(s) of verification**

#### **R7- OVI. Diffusion**

✎ **R7:** The Project results and methodologies are shared with the COMRED, CODRED, SE-CONRED Region VI, DIPECHO partners and other agencies that work in risk management.

The preparation process of the National Consultive Meeting, as well as coordination in general, has been a good experience regarding interaction amongst all the actors, and the opportunity to share what one does and how it is done. It is important to highlight the role of SE-CONRED, which has been at the forefront of the relations between the partners and with others, making a greater emphasis on Coordination of Planning and Projects and the area of Cooperation.

From that point on, a large number of meetings, e-mail messages, and telephone conversations have taken place that mark the good coordination of actions between partners.

One of the concrete results of the coordination from this result is the distribution of functions between partners for the celebration of the National Consultive Workshop (NCW), where we organized ourselves in three commissions:

- Coordination Commission, in charge of Oxfam GB.
- Technical Commission, in charge of the Red Cross.
- Logistics Commission, in charge of Action Against Hunger.

As the Technical Commission, we were in charge of drafting the Terms of Reference for the NCW consultancies, which after having been agreed upon with the other partners, were sent to the candidates suggested by all. We received the technical and economic proposals, and in the end, there was joint agreement on Mr. Raul Ovando.

At this time, the agenda of the NCW for next November is being discussed.

This year, the National and Regional Knowledge Fairs were held with the participation of the ECHO partners who implemented the national and regional Dipecho projects. Other organizations participated as well.

Some of the successful tools that we have used in the execution of Dipecho projects were presented at the National and Regional Fairs.

During the project's execution, we had the support of the Regional Project of the International Federation of Red Cross through which the members of our project's technical team were trained. This allowed us to improve the quality of our project's intervention.

*See more details in Annex #5; Table N°29: "Participants in workshops, courses of the IFRC Regional project":*

With the support of the Regional Project, the following materials were used during the project's execution:

From the Regional Reference Center in Community Education for Disaster Prevention:

- ↳ Education and organization for Risk Reduction
- ↳ Micro projects
- ↳ First Aid, First
- ↳ Psychological Aid
- ↳ Protected School
- ↳ Management of Temporary Shelters
- ↳ Floods
- ↳ Community School Maintenance

From the Regional Reference Center for Disaster Preparedness:

- ↳ Guide for the Drafting of Response and Contingency Plans
- ↳ Practical Guide for Simulations and Drills

As an explanation, the project used the official materials of SE-CONRED for school and community education. The materials of the Reference Center were useful to enhance the official materials and were used in cases where the country lacks specific materials for

subjects such as Micro projects, Floods, Analysis of Vulnerabilities and Capacities, Community School Maintenance, First Aid, etc

- 7.1. At least 4 people from the Project team participate in the Co-organization of the National Consultative Meeting, with the representations of the relevant institutions, carried out in Guatemala.

Execution 100%

A total of 4 members of the project's team participated in activities for the preparation and implementation of the National Consultative Workshop with the participation of representatives of key institutions, governmental and private, and other donors, held in Guatemala City on November 6, 7, 8, and 9, 2007.

This event allowed us to come to a consensus and discuss the issue at a more strategic level. Not only did it help prepare the country's document for the next action plan of the Dipecho program, but it also allowed us to listen to opinions and contribute experiences on the management of vulnerabilities and risks here in the country.

- **7.2.-** Participation in a five day Regional Consultative Meeting, with the representation of key national actors and other donors.

Execution 100%

A representative of the project participated in the Regional Consultative Meeting organized by ECHO and partners of DIPECHO V, held in Antigua Guatemala on November 19-23, 2008.

In this meeting, the country documents of each Central American country, where Dipecho is executed, were discussed, as well as their priorities and threats included in the action plan, so as to work on disaster preparedness in the Central American region. The meeting also allowed us to learn about other experiences in the region and enrich ours.

**Sources of Verification:**

- ✓ Monthly follow-up reports.
- ✓ List of participants in the consultative meetings.
- ✓ Aide-memoir of the meeting.

4.8.8 Result 8, relevant indicator(s) and source(s) of verification

**R8- OVI. Strengthening**

- ☞ **R8:** The COMRED, CODRED, and SE-CONRED Region VI have strengthened their technical and material capacities for development of risk reduction.

The COMRED of Santo Domingo has an established structure formally recognized and supported by CODRED; this project has provided the opportunity to consolidate that structure and to date there has been support for the strengthening of the communications channels at the municipal and departmental level.

The project has agreed with COMRED to have periodic meetings on the first Friday of every month, with the participation of the CODRED Departmental Delegate and members of the departmental government; on several occasions we have had the presence of the Governor. The space is used to comment on the progress of the project every month and the planning of the month that is beginning is presented. In addition, it is a space for the members of the COMRED to discuss other municipal issues.

In early May, we had the visit of Mrs. Paula Egdom and Mrs. Esther Barend, the former from the Central Headquarters in The Hague, and the latter the second Regional Coordinator of the Climate Change Project. They both had the chance to meet with Volunteer ladies corps of the Red Cross, Mazatenango branch, as well as with members of its Steering Committee. They were also able to meet with the plenum of the COMRED and CODRED and carry out a brief tour through some communities, coinciding with a workshop on Shelter Management in El Triunfo and an AVC Session in Monseñor Romero.

The visit was interesting to all, considering the rapprochement of the Central Headquarters in the Netherlands, in which it learns the project's institutional and community reality, and may provide feedback with general recommendations from a more general vision on work with the communities and relations with others.

In late May, we had the first visit of Mr. Sergio Lacambra and Mr. Hughes Burrows, representatives of the DIPECHO and ECHO programs, respectively. During their visit, there was a tour of the communities of Bolivia, Los Tiestos, Venecia, Jardín, Triunfo, Punta Arenas, and Monseñor Romero.

In the community of Venecia, they had a meeting with leaders and residents of Jardín, Martillo, and Venecia, where they explained the risk situation they live in and their desire to improve that condition, in addition to some concrete ideas on how to mitigate the floods caused by Quineles (irrigation channels built by ranchers in the region to water their banana, palm oil, and sugarcane plantations.)

In that meeting, we had the participation of the Governor himself, as well as the delegate of CODRED, members of the municipal council, representatives of the Planning and Projects Secretariat and the Disaster Secretariat of the Guatemalan Red Cross.

With the visit, they had the opportunity to observe the location of the communities and their situation with the most predominant threat the people have to deal with: the Nahualate, River, several bodies of water, and the quineles.

The visit also coincided with training on Basic First Aid and an AVC session; in the latter there was a brief space where Mr. Lacambra spoke to the community, as well as other members accompanying the visit.

As part of the visit's objectives, a meeting was held with members of the CODRED, with members of the departmental government, SOSEP, Education Ministry, and the Guatemalan Red Cross, among others. During the meeting, there was a presentation of the situation of the department and general comments.

These visits represent an important step for the development of the municipality, as well as in the inter-institutional relations to strengthen communications for disaster attention and reduction, as well as within the framework of cooperation.

As part of the institutional strengthening process, during a meeting of the Departmental Emergency Operations Center, the provision of identification and signals (evacuation routes, emergency exits, secure areas) to public buildings with a lot of people was offered. In the end, signals for the Departmental Governor's Office Building and for the Education Ministry Building were identified and provided.



The Health Ministry Departmental Directorate requested an inspection of the building, the distribution of areas, and the placement of signals. It also requested a meeting with all the staff in the building so as to discuss Safety and Risk Management.

It is important to note that, through the project, important spaces for reflection and evaluation have been created at the government levels, that is, beyond the communities, in such a way that now, even at the departmental institutional level, topics on Safety, Risk Reduction Management, and the evaluation of threats that cannot be changed or those that can, are being formally discussed.

- \* 8.1. At least 5 members of the COMRED of Santo Domingo, 2 of the CODRED, are trained in SPHERE, EDAN, Shelter Administration and Updating of Municipal Plans.

To date, two workshops have been carried out with members of the COMRED and CODRED:

- Evaluation of Damages and Analysis of Needs (EDAN), with the participation of 22 people (2 females and 20 males) and duration of 16 hours.

*See detail in Table #10: EDAN Training Workshop.*

- Sphere Project; with the participation of 20 people (5 females and 15 males); with duration of 20 hours. One must highlight the participation of the Mayor of Santo Domingo, as well as of departmental delegates of the SOSEP and the FIS, the latter had a space in the workshop to reveal the proposal of schools identified as temporary shelters in case of emergency.

The participation of authorities gives the political level more elements for effective decision-making during emergencies and planning itself, given that some expressed NOT being familiar with the existence of a manual with minimal norms of behavior and action in cases of disaster.

**Training of COMRED and CODRED  
Year 2007**

Themes/Participants	EDAN			SPHERE Project		
	Women	Men	Total	Women	Men	Total
<b>Totals</b>	<b>2</b>	<b>20</b>	<b>22</b>	<b>5</b>	<b>15</b>	<b>20</b>

This statistic refers to the participation of the municipal and departmental authorities in trainings during their last period of government (elections were soon to be held). During the training sessions and meetings, the participants showed great interest in the themes and consent to the application of the instructions received.

Due to the elections the training and organization process could not be continued with the same participants. The process was resumed with the new authorities that assumed the government on municipal and departmental levels.

*See more details in Annex #5; Table N°13: "Training provided to COMRED and CODRED, Year 2007"*

Up to now, 4 training workshops and specific training and strengthening sessions have been held with members of COMRED, CODRED:

1. Evaluation of Damages and Analysis of Needs (EDAN) with the participation of 22 individuals (2 women and 20 men) and duration of 16 hours. Two representatives of institutions of the Suchitepéquez CODRED participated.
2. SPHERE Project. With the participation of 20 individuals (5 women and 15 men). This includes the participation of 6 representatives of institutions of the Suchitepéquez CODRED. The participation of the Santo Domingo Municipal Mayor needs to be highlighted, as well as of departmental delegates of SOSEP and FIS. The latter took advantage of the time provided during the workshop in order to inform on their proposal to identify school centers as temporary shelters in case of an emergency.
3. Evaluation of Damages and Analysis of Needs (EDAN) and Management of Temporary Shelters. With the participation of 27 individuals (8 women and 19 men) and a duration of 20 hours. This includes the participation of 6 representatives of institutions of the Suchitepéquez CODRED and of 13 representatives of the COLRED's of the communities located in the project's intervention area.
4. SPHERE Project. With the participation of 32 individuals (11 women and 21 men). This includes the participation of 6 representatives of institutions of the Suchitepéquez CODRED and representatives of 13 COLRED of the communities located in the project's intervention area.
5. In addition, 6 training sessions targeted exclusively to members of COMRED have been held, on the following topics:
  - a. Structure of the CONRED, COMRED, COLRED and School Emergency Committees System
  - b. Basic concepts on Risk Management and emergency signalization
  - c. Basic first aid techniques and proper handling of first aid kit
  - d. Search and Rescue Techniques
  - e. Evaluation of damages and Analysis of needs (EDAN)
  - f. Management of temporary shelters

A total of 28 individuals, members of COMRED (16 women and 12 men) have participated in these sessions. Training sessions have been accompanied by Mr. Marcos Salzá, New Municipal Mayor of Santo Domingo, who has voiced his political support for this new structure of individuals.

#### Training of COMRED and CODRED Year 2008

Course/Participants	EDAN - Shelter			SPHERE Project			COMRED Strengthening		
	Women	Men	Total	Women	Men	Total	Women	Men	Total
<b>Totals</b>	<b>7</b>	<b>20</b>	<b>27</b>	<b>11</b>	<b>20</b>	<b>31</b>	<b>17</b>	<b>8</b>	<b>25</b>

This statistic refers to the participation of the new municipal and departmental authorities in training, during their first term of government. During the training sessions and meetings, the participants showed great interest in the themes and consent to the application of the instructions received. As can be seen in the table, a total of 27 people participated in training on EDAN and Shelters, 31 in the training on the SPHERE Project and 25 in the strengthening of Comred.

It is important to mention that the majority of the institutional staff that participated in the trainings is new, after the elections. Because of this, the entire training process had to be restarted again. This led to duplication of efforts and re-organization of the budgets to achieve the goal.

*See detail in Annex #5; Table Nº14 "Training provided to COMRED and CODRED, Year 2008"*

- **8.2.-** At least 80% of the members of the COMRED of Santo Domingo participate in the validation and updating of the municipal response plan, through a drill.

The Santo Domingo Plan was drafted jointly with the support of CODRED and was last updated on April 2006.

Based on this plan, the municipality participated in the National Simulation carried out last 12 July; the exercise had the participation of 18 people (2 females and 16 males), who represented the National Police, municipal government, MINEDUC, among others.

This exercise was accompanied by a project technician, who was helping in its control; upon its conclusion, comments, positive things, and negative events were shared, which allowed the COMRED to update its response plan.

In this sense, the municipal plan has been updated with the participation of the people who integrate the new structure of COMRED, who were proposed and supported by Mr. Marcos Salzá, Municipal Mayor, who took office on January 14, 2008.

The new COMRED structure has been strengthened regarding the number of people integrating it and their willingness to work. This means that the Municipal Response Plan recently updated could be in effect during Mr. Salzá's administration in the Municipality.

In the end of the entire training process, there are plans to carry out another exercise to validate the process in an integral manner. This exercise has been scheduled for May 7, 2008.

In the socialization process of the Municipal Response Plan, members of the COLREDS and of the School Committees participated. There were also representatives of the Health Ministry, the 4th Infantry Brigade, Fundazucar (Sugar Foundation), MAGA (Agriculture Ministry), Renap (National Registry of Persons) - Santo Domingo, the Madre Tierra Association, the National Civilian Police, IGSS (Guatemalan Social Security Institute) of Santo Domingo, and the media. A total of 81 people participated (42 women and 39 men). *See detail in Table Nº 27: "Participants in the Socialization of Municipal Response Plan"*

The National Civilian Police, the Municipal Planning Office, CONALFA (National Coordinating Board for Literacy), the MinEduc (Education Ministry), and volunteers of the municipality who are members of the COLRED participated in the drill. A total of 32 members of COMRED participated.

**Update of Municipal Response Plan of COMRED  
Santo Domingo  
Year 2008**

Participants	Update of Municipal Response Plan		
	Women	Men	Total
<b>Total</b>	<b>21</b>	<b>11</b>	<b>32</b>

*See detail in Annex #5; Table Nº 15: "Update on COMRED's Municipal Response Plan"*

*See details in Annex #5; Table Nº28: "General drill of Dipecho project; floods"*

- **8.3.-** The National System for Disaster Reduction in Region VI is strengthened with the purchase of one stock of office equipment and supplies.

Rescue equipment has been purchased so that it can be handed over to COMRED. This will be done before the drill, on May 7, so that it can be used then.

- With project funds the municipality of Santo Domingo was provided with:
  - 10 basic first-aid kits, which among others also includes some replaceable materials, equipment of first response care to attend wounds, burns, monitoring of blood pressure, respiration and others.
  - 9 boxes of replaceable materials like gloves, masks, thermometers, etc.
  - 15 pairs of rescue gloves.
  - 15 waterproof layers.
  - 15 hand torches.
  - 15 life vests.
  - 15 rescue helmets with lamp.
  - 1 megaphone
  - 2 stretchers ridges for marine rescue with immobilizers.
  - 10 signaling cones.
  - 2 chainsaws.
- The office equipment donated to the municipal hall included:
  - 1 secretarial desk with chair.
  - 1 four metal file drawers.
  - 1 motorcycle, brand Honda.
  - 2 motorcycle helmets.
  - 2 waterproof suits for motorcyclists.
  - 1 computer with its accessories.
  - 1 phone/fax combination.
  - 1 GPS
  - 1 extension cord with an accessory.
- With project funds the Codred of Suchitepéquez (departmental government), was equipped with:
  - 1 basic first-aid kit, which among others also includes some replaceable materials, equipment of first response care to attend wounds, burns, monitoring of blood pressure, respiration and others.
  - 5 life vests.
  - 5 hand torches.
  - 2 stretchers ridges for marine rescue with immobilizers.
- The equipment donated to the office of the Codred Suchitepéquez (departmental government) included:
  - 1 camera with accessories: reports, cables, batteries, charger, carrying case and so on.
  - 1 printer camera.
  - 1 GPS
  - 1 five shelf cabinet

*See details in Annex #5; Table N° 32: "Equipment distributed to the communities"; N° 33: "Equipment distributed to School Committees"; N° 34: "Equipment distributed to COMRED in Santo Domingo" and N° 35: "Equipment distributed to CODREDs in Suchitepéquez."*

- **8.4.-** The Mazatenango Red Cross delegation is equipped with 1 rescue and first aid kit.

At the moment, we are establishing the bases for training and skills to later jointly define the stock of material and equipment that the project may use to strengthen the COMRED and CODRED. It is proposed to postpone this activity until after the national elections.

Regarding the kit, the Red Cross decided to wait to revise its stocks and complement what the project wishes to provide. This activity is expected to be completed by October of this year.

As part of the maximization of resources and as per instructions by the National Disaster Secretariat of the Guatemalan Red Cross, a decision was made to invest the money earmarked for the training of personnel in these topics. Therefore, experts of the Salvadoran Red Cross provided this training during 8 weekends.

The Guatemalan Red Cross –Headquarters– will be in charge of providing rescue equipment to this delegation, and they are currently in that phase.

The headquarters provided rescue equipment to the Red Cross Branch in Mazatenango and the project contributed with additional items:

- 2 stretchers ridges for marine rescue with immobilizers.
  - 5 life vests.
  - 5 hand torches.
- The equipment donated by the office of the project to the Mazatenango Guatemalan Red Cross Branch included:
    - 1 secretarial desk with chair.
    - 1 meeting table with corresponding chairs.
    - 2 computers with accessories.
    - 3 desk chairs.
    - 1 water dispenser, with two plastic carboys.
    - 1 extension cord with accessories.
    - 1 metal book cabinet.

This office equipment will be useful to implement the New Community Program: Health in Emergencies, which is being implemented by the Delegation with funds of the Norwegian Red Cross.

- The equipment donated by the project office to the Netherlands Red Cross office at the headquarters of Guatemalan Red Cross, included:
  - 1 five shelf cabinet.
  - 2 computers with accessories.
  - 1 printer.
  - 1 scanner.
  - 2 extension cords with accessories.
  - 1 radio-recorder.

This equipment will be used for the implementation of the next project.

**Sources of verification:**

- ✓ Monthly follow-up reports.
- ✓ List of participants in the training workshops.
- ✓ Aide-memoir of the workshops.
- ✓ Copy of the municipal emergency plan.
- ✓ Copy of the bills for the purchase of furniture and equipment.
- ✓ Delivery statement and receipt of the goods from the project to the beneficiaries

4.8.9. Result 9, relevant indicator(s) and source(s) of verification

**R9-OVI. Strengthening of Communities**

✎ **R9:** The 18 communities included in the Project have participated in the strengthening of their organizational, preparedness, and response capacity against hydro meteorological threats.

The community strengthening began with the community assemblies to present and discuss the project, its extent, duration, and sources of financing. Starting from there, there have been visits to the communities for the development of project activities.

As part of the project strategy, a community was taken as a pilot to develop the training process and learn the difficulties and achievements, which could later be extrapolated to the others; that community is El Triunfo, which participated in the National Simulation.

*See detail in Table # 13: Community Strengthening in El Triunfo.*

The communities have been developing the AVC process, which allows them to learn and recognize the level of their risk, according to threats, resources, capacities, and weaknesses. It has also made easier the identification of at least one micro project for mitigation or preparedness.

It is interesting that the communities identify the project as a tangible development opportunity; such is the case of the community of Monte Gloria, which asked for our help to continue the procedures they had begun with the electricity company to provide power to the community hall, a place used as a temporary shelter. For this, the president of the Red Cross Branch of Mazatenango requested the support of the departmental governor, who followed through personally, considering the risk of a shelter illuminated with candles and gas lamps.

According to the final external evaluation, the perception on the importance of risk reduction is significant compared to the perception at the beginning of the project, which makes the population more permeable to changes and promotes their participation in them.

**Importance of risk reduction**

This table shows that an average of 92% of respondents (90% of the population; 91% of teachers, and 96% of students) believe it is important.

Answer	Community	%	Teachers	%	Students	%
Very important	253	75%	42	84%	327	85%
Important	53	15%	3	6%	42	11%
Not so important	3	1%	3	6%	3	1%
Not important at all	1	1%	2	4%	2	1%
No answer	24	8%	0	0%	6	2%
Total	334	100%	50	100%	380	100%

Source: Final External Evaluation Report; June 2008



According to the final evaluation: "This confirms the existence of an attitude that is open to the promotion of response actions and that is non-conformist with the events"; therefore, there are more proactive behaviors in the decision-making process.

- **9.1.-** 18 COLREDs are organized, strengthened, and working in 18 communities.

To date, 14 COLREDs are organized, only the communities of Bolivia, Conrado de la Cruz, and El Martillo are missing. These 14 COLRED are composed by 124 people, of which 49 are females (40%) and 75 are males (60%). Everyone shall be trained in the pertinent issues of preparedness and response, to later be accredited, so that they form part of the national system of CONRED.

The strengthening of the community organization during the project took several steps. It started with community assemblies to discuss the scope of the project. Then VCA workshops were organized, during which (the last session of these workshops) the formation of the Colred was enabled. The members of the Colred were subsequently trained in the various subjects to be able to establish the community structure capable of preparing the response to emergencies.

The following table summarizes the number of Colred and Colred members organized and structured by the project:

COLREDs organized			
COLRED	Women	Men	Total
18	69	102	171

*See detail in Annex #5; Table N° 21: "COLREDs Organized".*

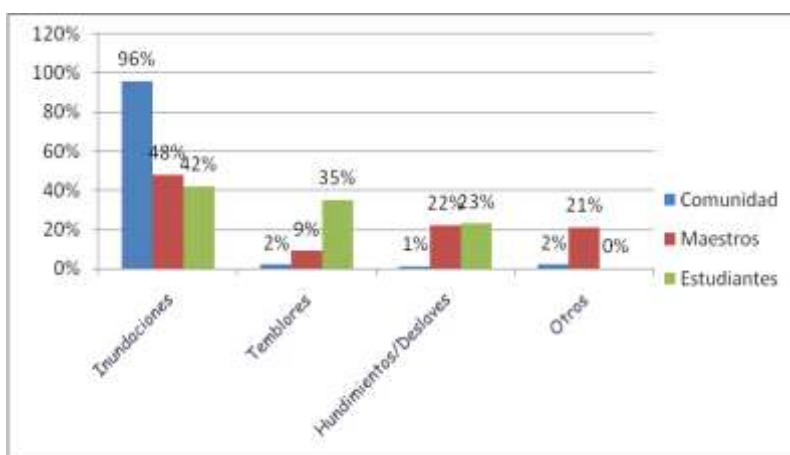
- **9.2.-** In at least 90% of the communities, VCA workshops have been carried out.

The AVC workshops take three sessions (four or five hours per session) in each community to develop all the tools that the methodology contemplates.

Of the goal foreseen in the indicator (17 communities) the AVC workshops have been executed in 16. It is expected that the two remaining communities are completed in upcoming weeks.

Of the goal foreseen in the indicator (17 communities), AVC workshops have been executed in 18 communities; therefore, this indicator has been surpassed by 6%.

A total of 2,125 individuals participated in the 54 working sessions held, 3 in each community, which represents an average of 39 individuals per session. Of the total participants, 1,495 are women (70%) and 630 are men (30%).



#### **Perception of main hazards in the communities**

The report of the final external evaluation shows that respondents have a

clear understanding of vulnerability; residents understand the threats as "hazards" that need to be faced.

The process developed allowed us to improve the general knowledge of vulnerabilities and threats, which has a direct impact on "the things that communities can change and those they cannot," so that they can look for external support.

*See detail in Annex #5; Table # 22: Analysis of Capacity and Vulnerability in the Community*

- **9.3.-100%** of the communities included have a response plan, updated.

For now, 6 communities have a plan; of these, one, El Triunfo, has a plan validated with a simulation exercise and updated. In the rest of the year, the remainder of the plans in each community will be produced, revised, and updated.

At this time, the 18 communities have drafted and implemented their plan. One of these, El Triunfo, has already validated its plan with a drill.

With the support of the delegate Se-Conred and of the liaison of the departmental government, the process of preparing the community response plans took into account the official formats of the country, which resulted in a series of meetings at community level and, at a later stage, in a two-day session working with the 18 organized Colreds. During that meeting, the roles were established of the various commissions that structure Colreds,.

Once the framework of the functional commissions was established and their tasks had been defined according to their profiles and areas of expertise, this framework was included within the community plans, which included the definition of a clear link with school committees and town councils.

In turn the preparation of the 18 community response plans allowed the signalization of evacuation routes, secure assembly points and temporary shelters in the 18 communities and 17 schools assisted by the project.

The plans also provide mechanisms for alerts and alarms that will be used in every community, selected by the community members as the most optimal mechanisms for their realities.

18 Communities have updated their plans. The project signalized 18 communities and 17 schools, as indicated in the response plans. Warning signs and instruments for the activation of the alarm were also provided to enable the plans to become operational.

*See detail in Annex #5; Table Nº17: "Training of COLRED in El Triunfo Community":*

*See detail in Annex #5; Table Nº21: "COLREDs Organized":*

*See detail in Annex #5; Table Nº31: "List of Warnings and Alarms Distributed in Communities and Schools":*

*See Annex #8: "Example of Community Response Plan; El Triunfo":*

- **9.4.-** The response commissions of the 18 COLREDs have been trained in first aid, evacuation, shelter management, response brigades, EDAN, psychological first aid, according to its role.

This indicator should be measured upon the project's conclusion, with practical exercises in the training and skills sessions and the simulation exercises for validation of plans and capacities. People external to the project who are knowledgeable with the issues will be taken into consideration to join the exercises and make recommendations for improvement.

As was mentioned previously, this period has been dedicated to the AVC workshops and only in the community of El Triunfo—and as a pilot—has training been performed in:

- Shelter Management.
- Basic Community First Aid
- Preparation of the National Simulation.
- Revision of the local response plan.
- Validation of the plan with the national simulation exercise.

The participation of the CODRED and the departmental government should be highlighted in the workshops on shelters, preparation of the simulation, and they also imparted a lecture on “search and rescue”, which we consider reinforcing in the future.

**Community Strengthening**  
**Training exclusively directed to the member of the community “El Triunfo”**  
**Within the preparation and execution of the national drill exercise**

N°	Activity	Date	Participants		
			Women	Men	Total
1	Training: Shelter Management	03-may	41	39	80
2	Training: PAB (Session 1)	16-may	49	24	73
3	Training: Search and Rescue (*)	06-jun	38	7	45
4	Training: PAB (Session 2)	14-jun	25	9	34
5	Training: PAB (Session 3)	22-jun	45	13	58
6	National Drill Preparation	09-jul	30	8	38
7	Response Plan Update	11-jul	36	32	68
8	Response Plan Validation through National Drill Exercise	12-jul	17	13	30

(\*) Within this activity the technical team only provided support to the training that delivered by the delegate of the Departmental SE CONRED, Mr. Jorge Hernandez.

The 18 communities, COLRED, and their first response community teams have been trained in Basic First Aid, a training that includes 3 sessions for each community:

**Community Strengthening**  
**“Basic First Aid Training”**

N°	Community	1st Session			2d Session			3d Session		
		Men	Women	Total	Men	Women	Total	Men	Women	Total
1	Monseñor Romero	26	20	46	11	11	22	24	16	40
2	Conrado de la Cruz	4	18	22	7	28	35	10	29	39
3	San Mauricio	2	21	23	7	20	27	11	27	38
4	El Jardín	14	16	30	12	15	27	7	5	12
5	San José Los Tiestos	20	13	33	9	29	38	8	15	23
6	Bolivia	27	85	112	16	58	74	12	49	61
7	El Martillo	4	22	26	4	13	17	5	20	25
8	Nueva Venecia	11	3	14	27	16	43	14	8	22

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9	La Guadalupe	10	18	28	7	15	22	6	19	25
10	Monte Gloria	11	22	33	2	20	22	6	25	31
11	Willy Wood	13	46	59	10	49	59	2	33	35
12	Nueva Covadonga	15	22	37	24	18	42	19	26	45
13	Santa Rita	6	38	44	3	35	38	4	33	37
14	Santa Cruz Laredo	20	14	34	20	21	41	20	21	41
15	Maneliz	7	25	32	13	31	44	7	19	26
16	El Triunfo	24	49	73	9	25	34	13	45	58
17	Puntarenas	11	14	25	10	18	28	12	19	31
18	El Guajilote	10	9	19	7	16	23	12	21	33
<b>Total</b>		<b>235</b>	<b>455</b>	<b>690</b>	<b>198</b>	<b>438</b>	<b>636</b>	<b>192</b>	<b>430</b>	<b>622</b>

The COLRED, and their first response community teams have been trained in the following topics:

- Risk management concepts
- Management of temporary shelters (according to the guide that was institutionally established by the First Lady's Social Works Secretariat – SOSEP)
- Evacuation
- Search and Rescue
- EDAN at community level

In order to conclude the strengthening process of the COLREDs, sessions were held for the strengthening of knowledge, targeted exclusively to individuals integrating each Local Coordinator in the communities. Their knowledge was strengthened in the following topics:

- Basic risk management concepts
- CONRED structure and legal basis
- COLRED: Commissions and responsibilities
- School Committee for Risk Reduction: Commissions and responsibilities
- Emergency signalization
- Introduction to Shelter Management (according to the guide that was institutionally established by the First Lady's Social Works Secretariat – SOSEP)
- Introduction to Evaluation of Damages and Analysis of Needs (EDAN) at community level.
- Basic Search and Rescue Techniques
- Psychological First Aid
- Use and handling of the first aid kit

**Community Strengthening - “COLRED Strengthening”**

N°	Community	1st Session			2d Session			3d Session		
		Men	Women	Total	Men	Women	Total	Men	Women	Total
1	Monseñor Romero	7	4	11	6	1	7	4	1	5
2	Conrado de la Cruz	5	8	13	7	5	12	3	2	5
3	San Mauricio	10	11	21	6	5	11	-	-	-
4	El Jardín	2	5	7	3	7	10	3	7	10
5	San José Los Tiestos	7	3	10	6	3	9	7	1	8
6	Bolivia	2	35	37	4	5	9	4	4	8
7	El Martillo	2	9	11	2	8	10	2	9	11
8	Nueva Venecia	3	5	8	5	5	10	4	3	7
9	La Guadalupe	4	3	7	5	3	8	3	1	4
10	Monte Gloria	2	7	9	2	8	10	-	-	-
11	Willy Wood	2	2	4	2	5	7	4	6	10
12	Nueva Covadonga	3	2	5	5	4	9	3	4	7
13	Santa Rita	5	10	15	6	3	9	6	3	9
14	Santa Cruz Laredo	7	5	12	7	3	10	-	-	-
15	Maneliz	5	5	10	3	4	7	3	3	6
16	El Triunfo	3	5	8	5	1	6	-	-	-

17	Puntarenas	4	3	7	4	3	7	-	-	-
18	El Guajilote	6	9	15	-	-	-	-	-	-
<b>Total</b>		<b>79</b>	<b>131</b>	<b>210</b>	<b>78</b>	<b>73</b>	<b>151</b>	<b>46</b>	<b>44</b>	<b>90</b>

In 12 communities the training process was conducted in 3 sessions of approximately 2 hours per session.

In 5 communities the training process was developed in 2 working sessions with a little over 3 hours per session as this best suited the participating Colreds given their time constraints.

In the case of the Colred of the Guajilote community the training was conducted on their request in one session that lasted about 6 hours beginning at noon and ending late afternoon.

Notwithstanding the foregoing, all communities received at least 6 hours of training each, to comply with the 8-theme program to be developed.

In addition to the training sessions held in each community, 13 individuals, mainly COLRED coordinators, participated in two training workshops held for 4 days on the following topics:

- Evaluation of Damages and Analysis of Needs (EDAN)
- Management of Temporary Shelters
- SPHERE Project

- **9.5.-** The 18 COLREDs have been equipped with rescue and first aid implements.

This indicador is linked to the previous one, in the sense that the COLRED equipment will be obtained when they are in their training process, not before, so they may use the equipment more efficiently.

At this time, the equipment that will be provided to each COLRED has already been determined, purchased, and is being distributed to each.

All communities have been equipped with materials and first response implements so as to be able to complement each other in case of an emergency:

- 2 rolls of ribbon braided,  $\frac{1}{2}$  inch thick and 61 meters long per roll
- 2 hand torches RAY O VAC
- 5 wheelbarrows with orange bowl
- 10 round tip shovels
- 5 hoes with a capacity of 2 pounds each
- 5 Pickaxes with a capacity of 5 pounds each
- 10 pairs of short leather and canvas gloves, mark STANLEY, in different sizes
- 30 plastic chairs
- 15 plastic whistles, which will be used to support community alarms
- Identification cards for each member of the Colreds
- Identification vests for each member of the Colreds, in orange with reflective tape

As part of micro projects for the response preparation, two communities were equipped with:

- 1 electricity generator EB 3000 mark HONDA
- 1 canvas, 30 'x 30'

- 2 lamps with tripod for 500 w
- 2 halogen lamps for 500 w
- 1 Chainsaw mark STIHLER
- 2 electrical extensions for 15 w

Before handing over implements and materials, residents received training on their use and handling.

*See details in Annex #5; Table N° 32: "Equipment Distributed to Communities" and Table N° 32: "Equipment Distributed to School Committees"*

- **9.6.-** In at least 50% of the COLREDs there are two women in steering structures.

To this report's date, we have 14 COLRED with 124 people, of which 49 are women (40%) distributed with an average of 3.5 women in each COLRED, reaching 55% over the goal foreseen in the indicator.

At the time of drafting this report, a total of 18 COLREDs are organized and established; they are comprised of 171 individuals, 69 of these are women (40%) and 102 are men (60%). There is an average of 3.8 women in each coordinator. The indicator establishes that at least 9 COLRED's need to integrate at least 2 women in their structure. This was achieved in 15 coordinators; therefore, we have surpassed the goal for this indicator by 66%.

The following table shows the details of the members of Colred by community:

**Details of the members of Colred organized by community**

N°	Community	COLRED	Women	Men	Total
1	Monseñor Romero	1	1	8	9
2	Conrado de la Cruz	1	5	5	10
3	San Mauricio	1	3	6	9
4	El Jardín	1	5	5	10
5	San José Los Tiestos	1	1	8	9
6	Bolivia	1	7	2	9
7	El Martillo	1	6	3	9
8	Nueva Venecia	1	5	5	10
9	La Guadalupe	1	1	9	10
10	Monte Gloria	1	6	3	9
11	Willy Wood	1	5	4	9
12	Nueva Covadonga	1	3	6	9
13	Santa Rita	1	3	7	10
14	Santa Cruz Laredo	1	3	10	13
15	Maneliz	1	3	5	8
16	El Triunfo	1	2	7	9
17	Puntarenas	1	4	5	9
18	El Guajilote	1	6	4	10
<b>Total</b>		<b>18</b>	<b>69</b>	<b>102</b>	<b>171</b>

- **9.7.-** In at least 14 of the communities involved, drill exercises have been carried out for the validation of the local response plans.

This indicator should be measured when the project concludes, but as was mentioned previously, one of the communities was involved in last July's National Simulation, providing us the opportunity to update and validate its local response plan.

The following table summarizes the participation of schools in the national drill exercise. A total of 6 schools joined this effort and a total of 1574 people participated, among who students, teachers and representatives of the Ministry of Education and the National Civil Police.

#### Earthquake Simulation Drill for Educational Institutes

N°	Community/School	Date	Participants						
			Female Students	Male Students	Teachers	CTA	COCODE	PNC	Total
1	Conrado de la Cruz	12-jul	134	116	10	0	0	0	260
2	San José Los Tiestos	12-jul	104	109	10	0	0	0	223
3	Bolivia	09-jul	181	244	55	1	1	1	483
4	La Guadalupe	12-jul	90	88	6	0	0	0	184
5	Willy Wood	12-jul	104	130	9	0	0	0	243
6	El Triunfo	12-jul	83	89	9	0	0	0	181
<b>Total</b>			<b>696</b>	<b>776</b>	<b>99</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1574</b>

Source: Elaborated by the Project team. April 2008

The 18 communities carried out drills in order to validate their Community Response Plans. A total of 2,660 people participated (2,315 students, 109 teachers, and 236 members of the community).

#### General Simulation Exercise of the DIPECHO V Project 1 COMRED, 18 COLRED and 17 School Committees May 7, 2008

Participants	Girls	Boys	Teachers	Women	Men	Total
<b>Total</b>	<b>1,189</b>	<b>1,126</b>	<b>109</b>	<b>124</b>	<b>112</b>	<b>2,660</b>

The drill was carried out simultaneously in the 18 communities and 17 schools, and it was coordinated with the validation of the Municipal Plan.

See detail in Annex #5; Table N° 28: "General Drill of Dipecho Project"

#### Sources of Verification:

- ✓ Monthly follow-up reports.
- ✓ List of participants in the organization and training workshops.
- ✓ Aide-memoirs of the workshops.
- ✓ Copy of the community emergency plans.
- ✓ Copy of the bills for the purchase of furniture and equipment.
- ✓ Delivery statement and receipt of the goods from the project to the beneficiaries.
- ✓ List of participants in the community drills.
- ✓ Aide-memoirs of the drills.



## 4.9. Activities

### General Activities:

They correspond to the initial organization, administrative, financial, and logistics activities of the project. They are defined thus:

#### A0.1 Installation and Organization of the Office.

The project office will be established in the Red Cross branch of Mazatenango. The purchases of necessary furniture, equipment, and supplies will be carried out. Some of these will be transferred from the central offices of the Guatemalan Red Cross in the central headquarters.

Until now, the office is completely installed in the Guatemalan Red Cross Branch in Mazatenango. The staff has the equipment and furniture necessary for the development of their activities; this includes: disks, chairs, and computer equipment; meeting table with chairs, 2 shelves, 1 bookcase, and one file cabinet.

#### A0.2 Development of the Technical Staff and Volunteers.

The technical staff required by the profile and description of the posts will be hired. In addition, the working team of the volunteers of the Suchitepequez branch will be hired, as they will support the project activities. This activity includes the initial induction and training process, in which basic knowledge will be presented, along with the outreach of the project, the characteristics of the communities to give attention to, and the administrative and technical structure required to fulfil the ECHO requirements.

During the project process, performance evaluations will be carried out every four months.

All the staff has been hired under the labor conditions in force in Guatemala, based on an individual work contract for a fixed period.

During the project, two members of the team resigned for various reasons, but the team is complete now.

In practice, the workdays are extended according to the needs and schedules agreed with the communities in the project, and occasionally, work is carried out on weekends and holidays.

Regarding planning, two formats have been implemented: one that describes the activities, tasks, date of execution, responsible staff, and estimated cost, and another one like a calendar, where the programming of the entire team and the days where activities are carried out are consolidated. The calendar allows visualizing the amount of activities per day and the adjustments regarding staff and volunteers that are necessary.

The methodology for planning and development of activities is the following:

- a) The technical team defines dates to carry out activities.
- b) It produces the methodological design of the activity, when dealing with training.
- c) It makes consultations with the communities and related institutions: COMRED of Sto. Domingo, CODRED of Suchitepequez, and Education Ministry, time availability of the people participating in the activity.
- d) It confirms the definite dates of work.
- e) It estimates and produces the activity's budget.
- f) It identifies the volunteer staff that may help and corroborates time availability.
- g) It invites the community with sufficient anticipated time.
- h) It carries out the activity.
- i) It informs of the results of the activity through the following formats:
  - Field sheets (filled by the technical staff).
  - Field visit report for godfathers and godmothers (filled by the technical staff).

- List of people attending an activity.
  - Evaluation forms for the activity by sponsors, at the community, municipal, and departmental level.
- j) All the information and documents produced in the field are filed immediately upon return to the office.

The field documentation that serves as a source of verification of the fulfillment of the activity is signed and sealed by the president of the COCODE in each community and by the director of each school.

The technical team reports every month of the activities carried out in the area of intervention. The monthly activities format report is designed according to the informational needs of the NLRC Delegate responsible for the integral management of the project.

An important input for the technical team has been the time that 28 male volunteers and 13 female volunteers have provided for project activities. This time is accounted for in hours, which to 31 August 2007 totaled 7,018 hours.

The volunteers are called by the technical team—and the authorization of the Project Coordinator—to participate in the various activities according to their profile and time availability; thus accompanying the team members and supporting planned activities.

#### **A0.3 Administrative and Financial Management.**

The administrative manual used in the DIPECHO IV project used by the Consortium of the Netherlands Red Cross, Spanish Red Cross, and Guatemalan Red Cross in the municipality of Coban will be modified and used.

An induction will be practiced upon the branch staff, project employees, and volunteers regarding the administrative guidelines to be followed during its execution.

For the execution of funds, the project has an Administrative Manual that regulates the use and management of funds.

In addition, it uses the Winpaccs system to monitor the execution of funds every month, allowing comparison and construction of the budgetary balances toward the end of every accounting month.

#### **A0.4 Project Follow-up and Monitoring.**

The Monitoring and Control Manual that the Netherlands Red Cross uses as a basis for the implementation of cooperation projects of the Central American region will be adapted for use. The follow-up formats will be adapted, and the technical staff will be instructed for its application.

To provide follow-up to project activities, a constant revision is made of the staff planning activities and the documents that serve as sources of verification of the fulfillment of activities. In addition, the Project Coordinator and/or Delegate carry out constant monitoring and presence visits to field activities.

#### **A0.5 Promotion and Visibility of the Donor and Executing Organizations.**

The Visibility Plan and the proposed activities will be applied, giving emphasis to the promotion of the ECHO actions as the financing entity and to the Red Cross Movement.

In all the community activities in the schools, activities with the COMRED of Santo Domingo, and institutions belonging to the CODRED de Suchitepequez, there is constant

promotion of the origin of resources financing the project and about the executor organizations and their individual support in this initiative.

In support to the promotion, in each activity, the project identification banner is placed in a visible spot in every activity, and brochures have been edited and printed that contain data on the objectives, activities, and project budget, and have been distributed among various people at the community, municipal, and departmental level.

***R1: The 18 communities included have strengthened their basic infrastructure and/or evacuation routes for preparedness and attention to hydrometeorology disasters***

The VCA methodology is a process that begins with the analysis of threats, vulnerabilities and capacities to promote a change of attitudes and practices necessary to contribute to risk reduction in the communities. It departs from the experiences of people, their knowledge, beliefs, environment and values, based on several data collection and analysis tools, which added to the RPA (RAPID PARTICIPATIVE APPRAISAL) [render detailed information of the community in an orderly way]. With that information and with the direct participation of the communities, the preparedness and response to disasters may be strengthened, increasing the resilience of the communities.

The VCA-tool has been developed by the National Societies of the Central American region with the coordination of the Regional Reference Center in Community Education of the International Federation of the Red Cross and the Red Crescent Societies, and their characteristics are:

1. It uses adult education methodologies to build knowledge in a graphical and entertaining way.
2. It begins with the analysis of the threats the community is exposed to.
3. The communities identify and analyze their vulnerabilities and capacities, emphasizing the fact that all of us have capacities and that these can be improved.
4. It is a participative methodology that builds up each step of the community risk management — from the perception we have of disasters, risk, identification of vulnerabilities and capacities, to the community organization for the response.
5. It is a methodology that stimulates the community's appreciation of the actions necessary to reduce risk, distinguishing which actions are within its scope, and are thus dependent on the community, and which actions are not, and thus need the collaboration of others for their development.
6. The social and organizational structure is organized; the importance and relevance of organizations and institutions in the community established, with the objective of promoting self-development.
7. It works with the same focus at the levels of community, family, and school.

The VCA methodology is based on a common line of community education supported by a series of educational modules directed towards: Community education and organization, Community first aid, Protected school, Prevented family, Shelter management, Psycho-social first aid, Flooding, Early-warning systems, Prevention of water-system disasters, Healthy home, Dialogue on water and climate.

The volunteers of the Red Cross and other local organizations are educated and trained for the adequate use of the tool, which becomes the foundation of the work at the various levels of the community (family, school, community) and in the sectors related to risk reduction (shelters, climate change, early-warning systems, etc.)

The methodology proposes disaster preparedness activities from a community development approach.

***A.1.1 Organization, identification, and selection of priorities for the execution of basic preparedness infrastructure works contemplated in the community VCA.***

The Project will be explained to the members of the community, its outreach and goals, so that it allows the process to begin with clear and defined conditions. The time available for the families, schools, and members of the COLRED to participate in the project will be defined. These actions will be carried out between months 2 and 4 of the action plan.

The basic infrastructure works and the signalling of safe routes and convergence centers; they will result as an incidental effect of this activity and will be the basis for further activities, as the basic objective of this activity is to achieve ORGANIZATION and PARTICIPATION of the community through the recognition of its own capacity and vulnerability. Thus, they will learn that they can carry out many more works, maximizing available resources and improving their capacity for organization and self-execution.

In summary, between April I and 12, 2007, 18 community assemblies were carried out for the presentation of the project in the same number of communities. Participation in these assemblies accumulated a total of 909 people, including 575 (63%) female and 334 (37%) male participants.

After the finalization of the assemblies in which the Project was presented, a process started in every community of training and application of diagnostic tools by applying the methodology of the Community VCA.

The training and diagnostic process has concluded in 18 communities, through the application of tools from the community AVC methodology. The AVC has promoted a process of recognition in each community of their capacities and vulnerabilities, especially with a tendency to strengthen community organization. As an incidental result it has allowed the identification of basic infrastructure works.

Starting from here, the identification and selection of priorities for the construction of preparedness infrastructure has begun in 16 communities. The drafting of materials budgets and negotiation of contributions has been concluded in October 2007.

#### ***A.1.2 Identification and signalling of the evacuation routes and convergence centers through the community VCA.***

With the implementation of the VCA process with the communities, work sessions will be carried out for the community to identify and signal safe routes within the community.

Once the safe areas and the risk areas are identified in the community map, the installation of visible signals will follow, allowing the identification of these sites. This activity will be carried out in months 4, 5 and 6 of the project.

Another result of the AVC is the identification of safe paths and convergence points of each community, which may serve people during any emergency or in case of disasters.

In this sense, safe routes and zones have been identified in 18 communities of the area of intervention. The identification of routes and points in all the communities should conclude in September 2007.

As soon as the safe routes and areas of all the communities in the area of intervention are completely defined, the quoting of materials and the corresponding signaling will proceed. This activity is reprogrammed for September and October 2007.

In the months of January, February, and March 2008, signs were installed for evacuation routes, safe meeting points, and shelters in all the communities located in the project's area.

Signs are made from a metal base and silk screen printing with vinyl, approximately 25% of them were hammered into the ground and the rest were posted on walls and trees.

In summary, the following signs were installed:

- 130 signs of evacuation routes
- 19 Secure Assembly Point signs
- 20 Shelter Identification signs in 18 communities in the area of intervention of the Project.

Signs were placed with the accompaniment of (at least) one member of COLRED. Two types of signs were placed: signs with bases hammered into the ground and secured with cement and signs posted on walls or trees, according to the need.

All the signs installed, were identified in local response plan of each community.

*See detail in Annex #5; Table N° 37: "Detail of Community Signalization"*

In addition, support was provided through the emergency signalization of buildings where the following offices are located:

- The Suchitepéquez Departmental Education Directorate (17 signs),
- The Suchitepéquez Governor's Office where the CODRED coordination office is operating (80 signs),
- The Departmental Delegation of the Guatemalan Red Cross (2 signs)
- And in the urban area of Santo Domingo Municipality (75 signs) exclusively for evacuation routes.

#### **A.1.3 Execution of prioritized basic preparedness infrastructure works contemplated in the community VCA.**

Once the main infrastructure weaknesses are identified and prioritized, the execution of small infrastructure works will proceed. For their execution, criteria considered will be: the negotiated opinion of the entire population, that it benefits the greatest amount of families possible, and that the inputs of the community and the available budget be sufficient for the execution. Its programming corresponds to months 5 to 11.

The entire process will be followed by the municipality, as the highest governmental authority at the local level and the other pertinent authorities according to the case (schools, health units, communal homes, etc). In turn, visits and follow-up visits will be carried out during their execution to guarantee the effective use of the available resources, as well as the time of execution of the works.

Once the preparedness infrastructure works, reflected in the community AVC, are selected, discussed, and agreed upon with the communities, the execution of the Works will commence. The following tasks will be fulfilled during September 2007: definition of materials and labor budgets, distribution of contributions, price quotes, identification of temporary warehouses for the materials, so that construction activities begin in October 2007.

An aspect that may affect the beginning of the construction of Works is the rainy season, which is

traditionally copious in the region during the months of September and October, as well as unrest caused by the national elections.

In the months of September and October 2007, the tasks of budgeting for materials and labor, the distribution of contributions, price quotations, and the identification of temporary warehouses for materials were carried out.

Taking into consideration the end of the rainy season in the region, which is usually at the end of October, the execution of 16 infrastructure works for preparedness started in November for the same number of communities; these have been 100% completed.

In practice, the Municipality of Santo Domingo, as the highest authority of local government, and other relevant authorities accompanied the execution process of the works. Specifically in the development of budgets for the realized works the Project could count on the professional assistance of architect Heidy Moreira who, through her Professional Examination, supervised technically the works to be carried out and assisted the Project on instructions from the council.

During the execution, the authorities of the municipality were informed of the progress of implementation, and the results obtained.

The following table lists the executed micro projects in 16 communities. All are infrastructural works and/or response preparation:

**List of preparation projects executed within the communities**

Nº	Community	Type of preparation micro project
1	Monseñor Romero	Establishment of Temporary Shelter
2	Conrado de la Cruz	Repair of Community Kitchen and Sanitary Installation
3	San Mauricio	Establishment of a pedestrian path
4	El Jardín	Provision of First Response Equipment
5	San José Los Tiestos	Establishment of a warehouse for storage of first response commodities
6	Bolivia	Establishment of a water distribution system
7	El Martillo	Provision of First Response Equipment
8	Nueva Venecia	Establishment of Temporary Shelter
9	La Guadalupe	Establishment of Community Kitchen
10	Monte Gloria	Repair of temporary shelter and warehouse
11	Willy Wood	Establishment of Temporary Shelter
12	Nueva Covadonga	Repair of temporary shelter
13	Maneliz	Repair of temporary shelter
14	El Triunfo	Repair of temporary shelter
15	Puntarenas	Repair of temporary shelter
16	El Guajilote	Repair of Community Kitchen

*See details in Annex #5; Table #2: "Micro projects identified and executed"*



***R2: The 18 communities included have been exposed to educational and awareness messages regarding risk management before disasters, preparedness actions, and response in an emergency.***

***A.2.1 Transmission of radio spots during five months regarding risk management.***

As part of the awareness process, a radio spot regarding risk management will be produced to be broadcast every day during five months, between months 7 to 11 of the project, coinciding with the Atlantic hurricane season.

In addition to key messages, the spot will contain the name of the European Commission – Directorate General for Humanitarian Aid, as the main donor, and the names of the Guatemalan, Netherlands, and Spanish Red Cross, as executers and co-financers of the project.

From about one month ago, radio spots are being broadcast alluding to Risk Reduction Management at the community level. Two spots have been edited and recorded, one for an adult audience and another for children. Both spots also contain the key message, the information of the project donors and the Red Cross national societies that intervene in its execution, counseling, and financial support.

Radio Victoria is the radio station that has been contracted to broadcast the spots, as according to surveys carried out at the community level, it is the most heard station in the area of intervention. At least two more local radio stations will be hired to broadcast the spots in September 2007.

Continued use is being made of the space provided by the “Volunteer Ecology Group of Mazatenango” in Radio Victoria, for the broadcasting of awareness messages in risk management. Regularly, this radio space is used once a month, between 0800 and 0900 hours.

Since August 2007, spots on Risk Management at the community, municipal, and departmental level have been aired. A total of 2 spots have been edited and recorded, 1 for adult audiences, and 1 for children audiences.

- Radio Victoria (frequency 870 AM), hired as of August 2007.
- And Radio Indiana (frequencies 950 AM and 90.7 FM), hired as of September 2007.

Both located in Mazatenango, are the stations that will air the spots.

The broadcast of radio spots will be hired until the project's completion and, with the purpose of increasing coverage for April and May 2008.

3 additional radio stations were hired:

- Radio Kakol Kiej (frequency 95.1 FM).
- Radio KE Buena (frequency 89.1 FM)
- And Radio EXA FM (frequency 97.5 FM) with regional coverage, so that there will be dissemination in the entire Municipality of Santo Domingo and several other municipalities in the Suchitepéquez Department.

During the first months of implementation of the project, approximately until August/08, the Project took advantage of the space afforded by the "Group Volunteer Ecologist Mazatenango" on Radio Victoria, for the transmission of messages of awareness in Risk Management.

Regularly, once a month, these messages were transmitted on this radio program on Sunday from 8 to 9 hours.



The contract with Radio Victoria, Radio KE Buena and Radio EXA FM was extended in order to continue broadcasting the spots until August 2008. The Mazatenango Delegation of the Red Cross will provide follow up to the radio broadcasts.

#### **A.2.2 Revision, adjustment, and printing of existing materials regarding awareness of risk management.**

Educational and support material are currently available, and they may be of great use for the implementation of the awareness process; thus, an analysis of the existing material will be carried out between months 2 and 4 of the project, assessing their pertinence and making them more practical and simple (with a more popular language). Then, the printing of the material will follow, with copyrights and the respective logos of the financial sources.

As part of the development process in risk management issues, consultations will be made with the CONRED at the pertinent levels, in order to share materials, criteria, and decisions regarding these topics.

In early September 2007, orders will be made for the printing of posters about floods and about the structure of the "School Committee for Risk Reduction", which will be distributed in the schools of the area of intervention before the current school year ends.

In addition, quotes have been requested from the Organizations of School Committees and Psycho-Social Support in Guatemala City and the IFRC Reference Center on Community Education for Disaster Prevention, based in Costa Rica, for the printing of 1,000 issues of the Module on Training for Community Education, Organization, and Preparedness for Risk Reduction.

The awareness materials designed by CONRED and printed with the financial resources of the Project were distributed as follows:

- To each school in the project's area:
  - 1 vinyl banner with the structure of the School Committee for Risk Reduction Management. One was distributed to each school.
  - 1 copy of the flipchart entitled: "Management of natural or man-made disasters," distributed to the same number of schools.
  - 1 copy of the Teacher's guide for the use of the flipchart entitled "Management of natural or man-made disasters," distributed to the same number of schools.
  - 1 copy of the Teacher's guide for the psycho-social support of children in case of disasters, distributed to the same number of schools.
  - 1 copy of the Guide for the Organization of the School Committee for Risk Reduction Management, distributed to the same number of schools.
- In addition:
  - All schools received a total of 3,590 notebooks with a copy of the awareness posters distributed in the community on the front and back covers. The following topics were included: "Watch out for floods" and "What to do in case of an earthquake".
  - In 16 of the 17 schools, a total of 3,461 coloring books entitled "The weather, my friend" were distributed. A total of 129 copies of the storybook entitled "The weather, my friend" were distributed to the School of Santa Cruz Laredo. Both the coloring book and the storybook were the project's reproductions of the original story created by the Nicaraguan Red Cross with the technical and financial support of the Netherlands Red Cross.

- The following were distributed at the community level:
  - 126 posters entitled "*Watch out for floods*," distributed to all communities in the intervention area.
  - 126 posters entitled "*What to do in case of an earthquake*," distributed to all communities in intervention area.
  - 126 posters entitled "*What to do in case of a landslide*," distributed to all communities in the intervention area.

- The following were distributed at the municipal level:

To COMRED Santo Domingo:

- 100 posters entitled "*Watch out for floods*".
- 100 posters entitled "*What to do in case of an earthquake*".
- 100 posters entitled "*What to do in case of a landslide*".

- The following were distributed at the departmental level:

To the Suchitepequez Departmental Education Directorate:

- 60 posters, "*Watch out for floods*".
- 60 posters, "*What to do in case of an earthquake*".
- 60 posters, "*What to do in case of a landslide*".

To the Guatemalan Red Cross Delegation:

- 10 posters, "*Watch out for floods*".
- 10 posters "*What to do in case of an earthquake*".
- 10 posters "*What to do in case of a landslide*".

To the Suchitepequez Governor's Office, as the institution in charge of coordinating the CODRED:

- 60 posters, "*Watch out for floods*".
- 60 posters, "*What to do in case of an earthquake*".
- 60 posters, "*What to do in case of a landslide*".
- .

### **A.2.3 Workshop regarding the management of information in case of emergencies for diffusers and journalists.**

In month 7, a training workshop and updating of terms and action mechanisms will be imparted to those responsible of transmitting and generating information regarding disasters (local journalists and COLRED members) in the municipalities of Santo Domingo and Mazatenango, training them in: Collection and management of information in case of emergency. At the end, the participants will take educational and awareness material with them so that they may transmit and diffuse with greater quality information on emergencies.

It is hoped that the communication channels between those affected and decision makers be strengthened, in a clear, pertinent, and responsible way.

The training workshop on management of information in case of emergencies and/or disasters for diffusers and journalists has as its objectives:

- a) Highlight the importance of informing and creating awareness of social communicators regarding risk management.
- b) Strengthen the capacities of the people involved in transmitting information on the terms and mechanisms of action applied during an emergency.

In order to fulfill this, coordination is being carried out with the Regional Delegate of the SE CONRED, based in Quetzaltenango, who will request the support of officials from the diffusion department at the institution's central level to impart part of the workshop. The rest of the facilitators will be obtained from the Guatemalan Red Cross.

This is an activity that has been delayed in its execution due to the political situation the country is undergoing, as the media are completely bent on covering party politics and the development of the elections at the national, departmental, and municipal level.

Taking this into consideration, and after consulting with representatives of the media, it was decided to carry out this training workshop on 26 and 27 September 2007. According to the contacted people, that would be the moment that would have most availability to attend our request.

This activity was postponed more than once, mainly due to the electoral campaign in the country during the last months of 2007 and the first two months of this year. During this time, journalists were fully dedicated to covering the news generated during the elections of authorities at the national, departmental, and municipal levels, and, later, to the news generated when new authorities took office and the government changes that have been made.

After some coordination, and in order to have the largest possible attendance in this activity, it was decided to schedule this event for April 11, 2008, with officials of the South Western University Center –CUNSUROC- of San Carlos University of Guatemala, who provide training in Communications Science to approximately 28 individuals, many of whom are already employed as reporters in the department.

A total of 48 individuals participated in the workshop: 25 women and 23 men:

- 23 university students.
- 4 university professors.
- 10 members of Santo Domingo's COMRED.
- 2 journalists, representatives of Radio Indiana and Radio Victoria of Mazatenango.
- 1 communicator of the Sixth Brigade of Volunteer Firefighters of Mazatenango.
- 2 representatives of the Fourth Brigade of the Guatemalan National Army.
- 1 communicator of the National Civilian Police.
- 2 representatives of the Education Ministry's Departmental Education Directorate for Suchitepéquez.
- 2 communicators of the Guatemalan Red Cross.
- 2 acting Departmental Delegates for the SE CONRED of Suchitepéquez.

#### ***A.2.4 Planning and execution of the school campaign "Disaster Reduction Begins in School" and the "Celebration of World Disaster Reduction Day."***

This activity will complement the "KNOWING-RECOGNIZING, and ACTING before risks" approach, promoting that the responsibilities at the school, community, and institutional level be taken adequately, and will be executed between month 5 and 10. For its realization, there will be active participation and support from the IFRC and the ISRD, UNICEF and UNESCO offices, which will contribute the materials to be used as a complement to the project activities.

The United Nations Inter-Institutional Secretariat of the International Strategy for Disaster Reduction Strategy (ISDR) has promoted the World Campaign in favour of Education for Disaster Prevention with the following objectives:

- Promote the integration of education about the risk of disasters in the national study plans in countries vulnerable to natural threats.
- Promote safe construction and modernization of school buildings so they can resist natural threats.

The project will contribute to the efforts of the Campaign through the following actions:

Promoting the best practices to show how beneficial it is for vulnerable communities to have protected schools through the activities of school safety before disaster risks.

Improve awareness of the campaign from educators, parents, and schoolchildren through key messages from the campaign using posters, cards, stickers and entertainment activities.

Promote a culture of prevention before disasters among children through a better understanding of the environment in which they live and knowledge of how to protect themselves from risks.

The campaign will consider the experience and lessons learned after the path of the latest disasters that took place in the area, so that it is interactive and enriching through feedback from those involved and the executers, with a clear, simple language, with a propositional and participative focus towards the preparedness and response actions. The campaign will have the participation of the Education Ministry, the municipality, and the COMRED, and will be actively linked to the community COLREDs.

The campaign will be closed with the celebration of World International Disaster Reduction Day, 10 October 2007, and knowledge, painting, composition and other contests will be made, all related to risk management.

The objective of the celebration of the "2007 World Campaign for Disaster Reduction day" is to promote practical examples regarding actions to reduce vulnerability to natural threats, such as: earthquakes, hurricanes, volcanic eruptions, sea swells, flooding, droughts, or landslides.

The concrete information includes the following subtopics:

- Pertinent decision-making in the communities involved regarding: organization, training, and equipment.
- Strengthen the communications channels between the most exposed communities and the decision makers at the municipal level.
- The role of community and urban media in risk management.
- The opportune identification of risks in communities that allows prioritizing the joint preparedness and mitigation actions

The preparation and the organization for the celebration of the "World Campaign for Disaster Reduction Day" will extend through the whole process and will conclude on 11 October. Some activities that may be coordinated with the base organizations and the communities could be: the presentation of community response plans, school contests (drawing and the "knowledge league"), a school disaster simulation drill, and **the official presentation of the risk diagnostic for the municipality.**

The municipality's disaster delegate could deliver a speech regarding the importance of conserving natural resources, disaster prevention and mitigation measures, and the members of the communities will be urged to participate with lyrical compositions related to disaster prevention and other presentations.

Other organizations present in the region will be invited for the joint organization of the celebration. Posters on the subject will be exhibited, and T-shirts and reference material that may be provided by the IFRC and/or the national authorities will be distributed.

A total of 17 presentations were carried out with the activity Building Concepts with *The Nature Show* in all the schools of the area of intervention. The activity had as its object creating awareness and building basic concepts of risk reduction management with the children of the schools.

The task was carried out by volunteers of the CRG Branch in Mazatenango, who support the project. A total of 2,057 boys and girls participated in this activity.

The invitations to the Drawing Contest promoted by UNICEF, UNDP, and IFRC were completed. In 8 schools of the project's area of intervention, the materials requested by the teachers to participate in the contest were delivered.

The total number of drawings made and sent to the Technical and Administrative Coordinator of the MINEDUC of Santo Domingo was of 175. Of these, 8 were selected and delivered to the person in charge of the Area of School Education of the SE CONRED, so they could be included in the contest at the national level.

The schools that sent their drawings were:

1. Aldea Bolivia
2. Conrado de la Cruz
3. Comunidad la Guadalupe
4. Aldea Nueva Covadonga
5. Caserío El Triunfo
6. Comunidad Monte Gloria
7. Aldea Santa Rita
8. Comunidad Willy Wood

In order to recognize the effort of the children who participated in the contest, the project is planning to deliver Participation Certificates to the authors of the 175 drawings that participated, in addition to awarding the three best drawings per school, and possibly, depending on the budget, have the best drawing of the 8 participating schools printed on a t-shirt.

The date 10 October 2007 has been chosen to celebrate with all the schools in the area World Disaster Reduction Day; the project staff is working on the activities plan to be developed during that day, for example "The Lottery of Risk reduction" that the SE CONRED designed, and "Riskland."

In order to recognize the efforts of children who participated in the contest, the Project handed out participation certificates to the authors of 175 drawings, in addition to giving an award to the best drawing of each school. Awards given were donated in part by the First Lady's Social Works Secretariat- SOSEP, through its Departmental Delegate.

The celebration of the International Day for Disaster Reduction was held in all schools on October 8 to 18, 2007.

The following agenda was carried out in each school:

- Presentation of Puppet Show entitled "Martín Cabeza de Hacha (Ax-Head Martin)"
- Awards Ceremony for Drawing Contest
- Breaking the Piñatas
- RISKLAND

At the request of leaders in El Martillo Community, the International Day was celebrated on October 23, 2007; although, due to reasons involving coordination, the presentation of the puppet show entitled "Martin Cabeza de Hacha (Ax-Head Martin)" was not possible.

In summary, attendance to the celebration of the International Day for Disaster Reduction, in all communities, was: 1,443 boys, 1,401 girls, 97 teachers and 254 parents, for a total of: 3,195 participants.

Finally, as part of the activity, a Mural Contest was held at schools on the subject: "Risk Reduction Starts At School"; the call for contestants was made among the 17 schools in the project's area, 9 of which participated in the contest. Prizes were given to the first four places, who were awarded with suitcases with educational materials.

***R3: In the 18 communities included, small mitigation works have been identified and executed, according to their priorities, capacities, and vulnerabilities.***

#### **A.3.1 Organization, identification, and selection of priorities in the communities, through the community VCA.**

As a result of the community VCA process, the communities will organize, identify, and prioritize small mitigation works, which will obtain greater relevance and are in accordance with the available budget and local resources. This activity is programmed for months 3 to 5 of the action plan.

In 18 communities, the training and diagnostic process has concluded, through the application of tools from the community AVC methodology. The AVC has promoted a recognition process in each community of their own capacities and vulnerabilities, especially those attuned to the strengthening of community organization.

Another result of the AVCs is the identification of small mitigation works of greater relevance and in accordance with the budget, as well as locally available resources. This identification has been carried out so far in 2 communities; the identification and selection of works in the remaining communities will conclude in October 2007.

The drafting of budgets for materials and the negotiation of contributions is a task that will conclude on November 2007.

#### **A.3.2 Execution of mitigation works identified and prioritized in the community VCA.**

Once the main risks that may be mitigated through these small works are identified and prioritized, their construction will proceed, considering that the decision has been negotiated and approved by the population, benefits the greatest number of families possible, and that the budget and locally available resources are sufficient for its execution. Its programming corresponds to months 6 to 11.

The entire process will be followed by the municipality, as the highest governmental authority at the local level and the other pertinent authorities according to the case (schools, health units, communal homes, etc). In turn, visits and follow-up visits will be carried out during their execution to guarantee the effective use of the available resources, as well as the time of execution of the works.

After identifying and prioritizing the risks that may be mitigated through these small works, and after budgeting, negotiating, and defining the contributions with the communities, execution began starting January 2008 and was satisfactorily concluded in April 2008.

Just as in the construction of infrastructure Works for preparedness, the execution process of mitigation Works be accompanied by the Municipality of Santo Domingo and the related institutions. In addition, follow-up visits and meetings be held to guarantee the effective use



of resources and the execution time within the periods established in the project activities timeline.

An aspect that may affect the beginning of construction is the rainy season, which is traditionally copious in the region during the months of September and October, as well as possible unrest derived from the results of the national elections.

An aspect that somehow affected the beginning and immediate completion of the micro projects, both for preparedness and mitigation, was the limited availability of local labor, which was contributed mainly by members of each COLRED and residents in each community.

Time limitations of people who cooperated in the different works were due mainly to the fact that during the months of November and December 2007, and January 2008, most of them were involved in agricultural activities, such as the harvesting of sesame seed and corn, and the cultivation of tobacco.

The following table lists the executed mitigation projects in 2 communities.

**List of executed mitigation projects per community**

Nº	Community	Type of Mitigation Micro Project
1	Santa Rita	Strengthening of the foundation and repair of the roof of a Community Hall
2	Santa Cruz Laredo	Strengthening of the foundation of the school

***R4: A risk study and a base line are produced, implemented, and socialized with the COLREDs and the municipal authorities in the 18 communities.***

**A.4.1 Production of the base line and risk study in the project's area of influence.**

Between months 2, 3, and 4, a base line will be produced, hiring the services of an external consultant. This will allow knowing more concrete data for the execution of some project activities. It will also be useful for authorities to learn of the risk situation and the attitude of the communities to it.

Consultant Olga Consuelo Lopez Sincal and her consultant team composed by Rodolfo Valdez Morales y Saskia Carussi were hired to produce the Project Base Line Study

Currently, the study is complete, and the final report is concluded; as an additional commitment with the consulting team, they will train the technical staff on the management of the database where the collected information from the intervention area was collected, an activity that is yet to be completed, due to the project team's time constraints.

The base line was executed with a delay, according to the timeline officially approved for the project. However, since the field visits began in mid-April and the collecting of data took place in the first week of May, we consider that the data collected for the preparation of the report has been pertinent in time and form for work with the communities.

We now include some of the most relevant conclusions from the study, as well as some of the recommendations suggested in it, to continue with the project activities.



It is worth mentioning that some of these have caused modifications in the order of foreseen activities and methodologies, seeking much more participative and interactive actions that allow building a joint disaster preparedness process, linking more firmly the students and teachers with the rest of the community.

### **Conclusions of the Study**

#### **Communities:**

- The population in the study is constituted by young families; the majority is younger than 45 years of age (...) this characteristic is intimately linked to the creation or origin of these communities as being relatively recent.
- A sizable part of the adult population has little or no academic formation, a relevant fact is that 35% of the adults are illiterate. (...) this is a relevant factor that should be taken into consideration in the project's implementation strategy.
- Regarding the perception of risk, all the population groups coincide that floods are the threats that most affect them, however, there is no consensus regarding the other threats, which reflects there is a differentiated perception among different population segments.
- An important percentage of the population (45%) has a fatalist position regarding their relationship to threats (...) they believe they cannot evade or reduce disasters. This attitude is clearly correlated to the responses of the adult population to the questions destined to identify the levels of knowledge of the disaster preparedness process at the community level and the institutional response.
- The levels of unfamiliarity with the organizational capacities created at the community level to respond to disasters are exacerbated by the absence of an effective strategy of information at the family level.
- The greatest knowledge and practices of the people to respond to disasters have been assimilated due to past experiences and informational and organizational activities carried out by humanitarian projects, institutions, and organizations in parallel activities to the humanitarian response.
- The population fundamentally identifies its physical vulnerabilities, not its organizational and knowledge vulnerabilities.
- Regarding knowledge of their capacities in disaster reduction, they highlight their reaction capacity to recurrent emergencies or disasters, but they are shy to recognize actions to reduce risk.
- The effects at the level of the community structure is expressed also in the scant training of the leaders in disaster preparedness, little knowledge of the CONRED system, lack of sustainability of implemented actions, and lack of knowledge of the COLREDs formed in the past, among others. All of this contrasts with the fact that there is evidence of previous initiatives to strengthen community capacities in disaster preparedness that have been weakening with time due to a lack of sustainability.

#### **Schools**

- Regarding the consultations with the children studying the last years of elementary school, there is a different attitude than the adults regarding risk reduction in their community, expressing their disposition to participate on preparedness actions at the school and community level.

#### **Institutional**

- There have been initiatives by municipal and departmental authorities to implement an institutional and community disaster preparedness strategy, but it has not achieved the

desired state of development, causing difficulties in communications and effective inter-institutional coordination, limitations of material resources, insufficient training of the technical staff, and scant operational capacity to sustain actions to strengthen the community preparedness structures.

### **Recommendations**

- An information campaign is crucial to allow the residents to recognize their threats and risk level, the factors that exacerbate them, and actions to reduce risk.
- The information campaign should be accompanied by a training process for the leaders of the key community organizations beginning with a community self-diagnosis (AVC workshop), the creation and/or strengthening of the COLREDs, the drafting of risk maps, evacuation routes, simulation drills.
- The infrastructure works should be embedded in the framework of the information campaign, toward the community as demonstrative works (...) to have an incidence on the fatalist thought over the fact that risks cannot be reduced. Otherwise, the initiative of the works may be interpreted by the residents of the community as an improvement of the community, with no connection to the strengthening of the community preparedness capacities that the project foresees.
- It must be considered that 35% of the adult population is illiterate and the 18% that in addition to Spanish speaks a Mayan language.
- The times that the communities have available to attend invitations to meetings and workshops must be taken into consideration, with weekends being the most adequate.
- It is recommended that initiatives seeking the participation of the people in the information campaigns to the community be implemented. Initiatives like small plays, simulations, competitions between different sectors of the community to produce public banners and signs.
- It is imperative to strengthen the risk management capacities of the teachers of the 18 communities benefited by the project.
- At the institutional level, it is recommended to provide technical and material assistance to the municipal COMRED to update and improve its response plan.
- It is recommended to promote the celebration of a workshop or initial self-diagnostic meeting with the key institutions and municipal authorities to seek and agree upon new and better mechanisms for coordination and communications.
- In order to strengthen the connection between the actions of the project in the communities and institutional strengthening, the project technical team could encourage the representatives of key institutions to participate and collaborate in the performance of project activities for the target population.

#### **A.4.2 Production of the risk study in the communities.**

An external consultant will be hired to produce a risk study in the project's area of intervention, so that its information may be used to enrich and update the Municipal Response Plan. It is hoped that the risk study may allow the communities and authorities greater swiftness in the pertinent and adequate decision making on the topic of risk. This activity is programmed for months 2, 3 and 4.

The production of the risk study of the project area was entrusted to consultants Yojana Miner and Ines Perez, with other professional members experienced on the issue. This activity seeks to generate updated information that may be used to enrich and update the municipal response plan, as well as allowing the communities to make pertinent and adequate decisions regarding risk reduction.

Presently, the preliminary version of the final report is available, and it has been socialized and validated at the level of the representatives of the communities and the COMRED of Santo Domingo. The delivery of the final report that incorporates the comments obtained in the socialization and validation meetings is still pending.

### **Preliminary Conclusions and Recommendations**

- It is estimated that close to 50% of the areas threatened with flooding in the study area flood due to the occurrence of local rains (in situ).
- For these communities, the implementation of early warning systems is not very feasible according to their traditional concept, designed for larger basins.
- Considering the need that local and municipal authorities intervene in the resolution of the flooding problems, those efforts should focus on the local micro-basins, both due to the administrative ease and the magnitude of the investment that may be required.
- The population still does not consider flooding as a problem they must solve in the short run, as in most cases the houses have suffered slight damages and their losses have been relatively small.
- The efforts carried out by the community organizations still fail to portray the problem from an integral viewpoint, it still centers only on the search of humanitarian aid once the flood recedes and the losses take place.

#### **A.4.3 Diffuse the information obtained from the risk study and the community workshops at the municipal level.**

The study will be diffused at the institutional level through a presentation performed by the hired experts. This information will be taken to enrich the working sessions of community work in the topic of risk in each community, showing them the risks and vulnerabilities they live with, allowing them to propose preparedness and mitigation actions in the community. This information will complement that collected during the VCA workshops that will be held in the communities.

The diffusion of the risk study at the institutional level took place partly during the presentation of the preliminary report, which took place in Santo Domingo on 10 August 2007. Once the final report is received, it will be socialized with the various institutions related to the CONRED system at the departmental and municipal level and with all the communities in the area of intervention.

For the diffusion at the community level, in the various training workshop sessions, the results of the study ~~will~~ be presented in a more specific way, showing each community the risks they live with, so that in some way the community may propose and carry out preparedness and mitigation actions.

In addition, during the workshop in which the Municipal Response Time of Santo Domingo was updated, the results of the study were presented and discussed with all the members of COMRED, so that this would become the basis for the construction of a risk scenario and would provide relevant input for the drafting of the municipal response strategy.

***R5: Have an incidence on the changes of attitude and best practices for a risk prevention and preparedness culture in the 17 schools of the target population.***

#### **A.5.1 Training for teachers in school safety and psychological first aid.**

School teachers will be trained with a school safety workshop on months 4 and 5. This will allow the reinforcement of the community educational structures to create the technical conditions necessary to prepare maps and school safety plans in the school centers attended, and they will be carried out between months 5 to 9.

The training will be complemented with a course on psychological first aid that allows the teachers a better psycho-social attention for the children, in case of an emergency.

<b>Workshops to the schools</b>		
<b>Nº</b>	<b>Contents</b>	<b>Book to use</b>
1	Workshop for teachers on "School Safety "	"School Safety Workshop" of OFDA "Protected School" from International Federation of Red Cross and Red Crescent Societies.
2	Psychological First Aid	"Psychological first aid" from International Federation of Red Cross and Red Crescent Societies.
3	Production of School Safety Plans	"Protected School" from International Federation of Red Cross and Red Crescent Societies.
4	Workshop School First Aid	"Community First Aid" from International Federation of Red Cross and Red Crescent Societies.
5	Educative, leisure activities	-----
6	Use first aid kit	"Community First Aid" from International Federation of Red Cross and Red Crescent Societies.
7	School Simulation	"Protected School" from International Federation of Red Cross and Red Crescent Societies

Contacts have been established with the Guatemalan Ministry of Education (MINEDUC) through the Departmental Coordinator of Educational Supervisors of Suchitepéquez and the District Technical and Administrative Coordinator (CTA), who coordinates activities in the schools located in the project's area of intervention, to program and develop in a coordinated fashion the training activities for students and teachers within the schools.

The training workshop on risk reduction at the school level, directed to 32 teachers of the schools in the project's area of intervention, was carried out in May 2007.

The workshop on psycho-social support for children in disaster situations took place in June 2007, with the participation of 35 teachers and representatives of the schools in the intervention area.

In addition, at the initiative of the District CTA, two teachers from the schools of Parcelamiento Japon Nacional and Parcelamiento La Esperanza, both in the municipality of Santo Domingo, participated in the session.

The workshop on Basic First Aid: with the participation of 29 teachers; in addition, the invitation was extended to the members of the School Board and 5 parents joined us (3 mothers and 2 fathers). Held in the City of Mazatenango in August 2007.

Training for the strengthening of School Committees in the 17 schools located in the project's area, with the participation of teachers and students who are part of each School Committee. The activity was held between January and March 2008.

Topics discussed in each school included:

- Basic risk management concepts
- CONRED structure and legal basis

- COLRED: Commissions and responsibilities
- School Committee for Risk Reduction: Commissions and responsibilities
- Emergency Signalization
- Introduction to Shelter Management (according to the guide that was institutionally established by the First Lady's Social Works Secretariat – SOSEP)
- Introduction to Evaluation of Damages and Analysis of Needs (EDAN)
- Basic Search and Rescue Techniques
- Psychological First Aid
- Use and handling of first aid kit

Basic First Aid and Psychological First Aid: With the participation of 34 teachers who, so as not to affect regular education activities in each school, had not attended the courses previously held. At the request of the municipality's CTA, teachers from other schools in Santo Domingo Municipality, additional to those assisted by the project, participated in this workshop. Held in Santo Domingo in April 2008.

#### **A.5.2 Production of school safety plans.**

Once the school safety workshops have been carried out, the production of school safety plans will proceed, with all its components: risk map, resource inventory, evacuation routes, etc. the students in the most advanced grades in each school will participate in the drafting of the plans, with the company of the trained teacher and the Red Cross staff, between months 5 to 9.

As part of the production, revision, and updating process of the school security plans, during the month of June 2007 and the first few days of July 2007, a total of 17 school emergency committees were formed in 17 schools in the area of intervention.

The total number of people involved in the 17 school committees is 414 people with:

- 237 students in middle and advanced grades (4th. 5th. 6th.)
- 121 teachers
- And 56parents.

#### **Organized School Emergency Committees 2008**

N°	Community/School	Participants				Total
		Female Students	Male Students	Teachers	Fathers /Mothers	
1	Monseñor Romero	15	4	6	7	32
2	Conrado de la Cruz	3	5	9	6	23
3	San Mauricio	6	12	10	2	30
4	El Jardín	12	5	5	-	22
5	San José Los Tiestos	7	3	11	1	22
6	Bolivia	5	6	18	-	29
7	Nueva Venecia	6	8	4	-	18
8	La Guadalupe	6	7	7	-	20
9	Monte Gloria	6	8	5	6	25
10	Willy Wood	5	8	11	7	31
11	Nueva Covadonga	4	10	4	1	19
12	Santa Rita	3	9	6	-	18
13	Santa Cruz Laredo	4	7	4	8	23
14	Maneliz	11	7	5	-	23
15	El Triunfo	7	12	8	6	33
16	Puntarenas	4	4	1	6	15

17	El Guajilote	7	11	7	6	31
<b>Total</b>		<b>111</b>	<b>126</b>	<b>121</b>	<b>56</b>	<b>414</b>

After the workshops imparted to teachers and the formation of the school committees, it was left as a task in each school to draft a school security plan.

Up to now, school plans are already in place in all schools (17 plans), which have been duly reviewed and updated by the project's technical team. Their validation through a drill is still pending. This exercise has been scheduled for May 7, 2008.

### **A.5.3 Training for students in basic First Aid and furnishing of the school centers with first aid kits.**

The older students and/or at the intermediate schooling level will be trained in basic first aid by the Red Cross volunteers, between months 4 and 5.

Later, between months 8 and 9, the schools will be equipped with a basic school kit, allowing them to offer a first (immediate) response in cases that require it. The teachers and the students identified with the greatest potential will be trained in the use and management of the kit.

Before providing the equipment to the schools, a workshop on basic first aid was carried out, directed toward teachers, with some parents invited as well. Attendees included 29 teachers, 2 fathers, and 3 mothers.

After this and depending on the date the school year ends, training sessions will be offered to the members of the school emergency committees, and after that, the kits will be delivered. We expect to conclude this activity in October 2007.

As part of the process of equipping schools with a first aid kit, one for each education center, an introductory training workshop on this topic targeted to teachers of schools in the intervention area was held in August 2007. Some parents were also invited.

In addition, the training of School Committees, including teachers and students in each of the 17 schools located in the intervention area, was held from January to March 2008. Topics discussed included the Proper Handling of First Aid Kits.

Subsequently, first aid kits will be distributed, 1 per each school, which will be left under the care of each education center's principal.

In April 2008, another First Aid training session was held for new teachers and to strengthen the knowledge of teachers who are members of the School Committees and received the training last year.

A total of 41 teachers participated (14 men and 27 women). At the request of the Santo Domingo Technical Coordination Office of the Education Ministry, 4 schools (8 teachers), additional to the 17 assisted by the project, were included in this training.

*See detail in Annex #5; Table N° 10: "Teachers trained; April 2008"*

*See detail in Annex #5; Table N° 11: "School Committees Trained, January to March 2008"*

### **A.5.4 Validation of the school safety plans with drills.**

Once the educational community from the schools is trained and with a school safety plan produced, its validation will follow through a drill in the school regarding the potential immediate

threat. This exercise, which will be carried out between months 9 to 11, will allow knowing the weaknesses that these plans may have and correct them.

Once the training and equipment process concludes in the schools, with a school plan produced and updated, their validation will be carried out in each school center through a simulation with a concrete threat. This exercise will allow evaluating the strengths and weaknesses of the plans and correcting them as necessary.

The activity was reprogrammed For May 7, 2008.

Despite this, in the context of the National Simulation of an earthquake threat promoted by the CONRED system, a simulation exercise was carried out to validate the security plans in the following schools:

- Comunidad Willy Wood
- San José Los Tiestos
- Aldea Bolivia
- Conrado de la Cruz
- Comunidad La Guadalupe
- Caserío El Triunfo

In the 6 schools, the simulation was useful to determine what was missing in the plans they were working on and to review the weaknesses of the plan. In total, the simulation involved a 1574 people, including students, teachers, and parents, the CTA of the MINEDUC, one COCODE president of the Aldea Bolivia, and the Commissar of the National Civilian Police stationed in Aldea Bolivia.

On May 7, 2008, a simultaneous drill was held in all the communities and schools in the project's intervention area with the participation of 17 Emergency School Committees and the 18 COLREDS.

The exercise allowed us to evaluate and validate the 17 school plans that were previously drafted. Regarding the exercise held in each school, a total of 2,309 children and 109 teachers participated.

*See detail in Annex #5; Table N° 28: "General Drill of Project"*

#### **A.5.5 Entertainment and educational activities related to risk management.**

The process, to be carried out between months 6 to 11, includes the celebration of small inter-collegiate activities that allow to better incorporate all the school centers as a single system in risk management topics and with the methodology of "Learning by Doing." In that sense, after the respective processes of induction and preparation, activities may be carried out, like: The league of knowledge, wallpapers regarding disasters, compositions, and school essays.

On this area, 15 presentations were carried out of the puppet play "Cabrican the Volcano" in all the schools of the area of intervention. The total number of participants in this activity was 2,852 people, including children, teachers, and parents.



The play helped to raise awareness of basic concepts in risk management and the importance of community and school organization in disaster preparedness and environmental conservation issues.

### Puppet Presentation “The Vulcan Kabrícan”

N°	Community/School	Date	Participants				
			Female Students	Male Students	Teachers	Fathers /Mothers	Total
1	Monseñor Romero	18-jul	61	65	4	22	152
2	Conrado de la Cruz	17-jul	131	115	10	0	256
3	San Mauricio	18-jul	118	148	10	0	276
4	El Jardín	16-jul	33	38	5	4	80
5	San José Los Tiestos	16-jul	82	69	6	2	159
6	Bolivia	17-jul	147	214	16	0	377
7	Nueva Venecia	16-jul	16	18	3	5	42
8	La Guadalupe	19-jul	82	69	6	2	159
9	Monte Gloria	19-jul	41	51	5	63	160
10	Willy Wood	20-jul	140	162	6	0	308
11	Nueva Covadonga	25-jul	49	49	4	18	120
12	Santa Rita	24-jul	53	67	5	35	160
13	Santa Cruz Laredo	24-jul	57	51	4	31	143
14	Maneliz	24-jul	42	53	4	0	99
15	El Triunfo	24-jul	75	69	7	0	151
16	Puntarenas	24-jul	8	16	1	0	25
17	El Guajilote	24-jul	83	96	6	0	185
<b>Total</b>			<b>1218</b>	<b>1350</b>	<b>102</b>	<b>182</b>	<b>2852</b>

The last training session for teachers of the schools in the project's intervention area was held on May 15, 2008, with the support of a specialist who conducted a workshop on: "Development of Ludic Educational Activities Involving Risk Management." A total of 50 teachers participated in this event.

### Teachers training in the development of “ludic” (fun) educational activities related to Risk Management

N°	Community/School	Women	Men	Total
1	Monseñor Romero	2	1	3
2	Conrado de la Cruz	4		4
3	San Mauricio	1	1	2
4	El Jardín	2	1	3
5	San José Los Tiestos	3		3
6	Bolivia	4	1	5
7	Nueva Venecia	1	2	3
8	La Guadalupe		3	3
9	Monte Gloria	2		2
10	Willy Wood	3		3
11	Nueva Covadonga	2	1	3
12	Santa Rita	2		2

13	Santa Cruz Laredo	3	1	4
14	Maneliz			0
15	El Triunfo	2	1	3
16	Puntarenas			0
17	El Guajilote	3		3
18	Escuela Rafael Moreira, Sto. Domingo	2		2
19	COMRED Santo Domingo	1	1	2
<b>Total</b>		<b>37</b>	<b>13</b>	<b>50</b>

***R6: The COLREDs y COMRED receive support for the identification and installation of instruments necessary for the establishment of traditional EWS, connected to the SE-CONRED Region VI.***

#### **A.6.1 Training of the communities in the implementation of traditional EWS.**

As a result of the AVC process, the installed capacities present in the communities regarding community EWS, those responsible for measurement and alerts will be trained, as well as the population at large so that it knows and recognizes, and acts when the case merits. This activity will be carried out between months 5, 6, and 7.

The idea is to provide potential to the resources and structures installed and available in the communities, so that the systems are easy to use and replicate.

After the installation of instruments and the verification of their good operation, the respective training will be held at the beginning of May 2008.

The individuals responsible for the monitoring and communications equipment in each community have received training on their operation and maintenance. Training was received during installation at each location.

#### **A.6.2 Diagnostic to identify and select instruments for EWS in the communities.**

An expert consultant will be hired between months 3 and 4, so that he/she develops an assessment of the area to identify the measurement instruments necessary and the strategic sites adequate for the establishment of EWS.

Finally, after inter-institutional coordination and communication meetings held with the project's new liaison from the SE CONRED, Dr. Sergio Cabañas, a decision was jointly made to install an Emergency Communication system in the project's intervention area.

This system includes the installation of: 3 meteorological stations (1 in Aldea Nahualate in the Municipality of Chicacao, at the intermediate level of the Nahualate Basin, 1 in Comunidad San Mauricio and another one in Aldea Nueva Venecia), 1 linemeter in Nahualate River at the level of Aldea Bolivia, 2 radio stations directly connected to the VI Region of the CONRED System, 1 in Comunidad Nueva Covadonga and 1 in Comunidad San Mauricio, and 16 portable radios in the remaining communities, in UHF in order to facilitate warnings and communications among all communities located in the project's area.

The process concluded with the installation of an emergency communications network, according to the diagnostic:

- 18 portable radios network
- 2 radio bases linked with Se-Conred
- 2 key locations were identified for the installation of linemeters
- and another 2 key locations for the installation of 2 meteorological stations to monitor threats.

### **A.6.3 Installation of EWS instruments in the communities and training in their use and management to those responsible for them.**

Considering the recommendations of the consulting report and the available budget, the installation of the foreseen instruments is foreseen. In addition, the people of the communities will be the ones responsible for the care and management of the installed instruments, which includes the reading process and instrument reports. This activity will be carried out in months 7, 8, and 9 of the project.

Regarding this result, there have been meetings and e-mail exchanges with the coordinators of Hydrology and Meteorology of INSIVUMEH, in order to have a more technical opinion on the two topics.

In addition, a meeting is scheduled between INSIVUMEH and SE-CONRED to discuss the organization and linkages of this system; though its outreach is at the community level, it is important to consider a link with the National Disaster Reduction System.

Until now, the activities of this result have been more at the institutional coordination and negotiation level and for now other activities have received priority in the communities which allow establishing bases for organization and awareness that make the system sustainable.

In addition, the installation of loudspeakers is being considered in the communities, as well as the installation of river meters (to measure the water level) on the shores of the Nahualate, close to the communities of Bolivia, Los Tiestos, and Venecia, which have radio transmitters installed and linked to SE-CONRED.

In the meetings held with INSIVUMEH, the possibility of installing rain gauges (to measure precipitation) has also been mentioned, but the discussion has centered on their practicality, given that the communities are in the lowest part of the department, which means that regardless of the rainfall here, the precipitation in the higher areas will affect these communities.

During September, a field visit will be carried out with members of the SE-CONRED in charge of managing the EWS at the national level so they may support us in the identification of instruments and their potential location site.

We hope that the end of the rainy season will allow us to better review the most appropriate and functional instruments that may offer us an efficient system.

Monitoring and communications instruments have already been purchased by the project and they are being installed in each of the communities located in the project's intervention area, and in other places strategically identified so that they can be effectively used in the monitoring and warning process.

Monitoring instruments (linemeters and meteorological stations) and portable communication radios have already been distributed and installed at strategic locations. They are operating in their monitoring and warning role. Individuals responsible for this equipment were trained in its use and handling.

**Details of Radio Bases and Portable Radios installed"**

N°	Community	Name and telephone of responsible person	Function in the Colred	Equipment at his/her charge	Coordinates
1	Covadonga	Santos Eulalio 4504-5079	Coordinator	Base de Radio marca Motorola Serie: 019THSF323	N 14°14'06.8" W 91°3'37.4" Alt. 50 msnm

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				Radio Portátil marca Kenwood Serie: 90300092	
2	Maneliz	Joaquín Ríos 7758-3556 4568-4941	Coordinator	Radio Portátil marca Kenwood Serie: 90305285	N 14°11'54.6" W 91°33'59.1" Alt. 25 msnm
3	Guajilote	Santos Vicente 5746-5370	Coordinator	Radio Portátil marca Kenwood Serie: 90305282	N 14°06'45.5" W 91°34'23.6" Alt. 17 msnm
4	Triunfo	Rubén Gómez 5165-4700	Coordinator	Radio Portátil marca Kenwood Serie: 90305283	N 14°04'24.6" W 91°34'51.8" Alt. 2 msnm
5	Puntarenas	Gustavo Gómez. 5032-2585 2426-0154	Coordinator	Radio Portátil marca Kenwood Serie: 90305286	N 14°03'14.5" W 91°33'09.5" Alt. 7 msnm
6	Venecia	Martín Ayala 7858-0985	Coordinator	Radio Portátil marca Kenwood Serie: 90305288	N 14°03'10.5" W 91°32'28.8" Alt. 51 msnm
7	Jardín	Julián Rosales 4055-2775 4024-4718	Coordinator	Radio Portátil marca Kenwood Serie: 90300091	N 14°03'49.4" W 91°32'22.4" Alt. 9 msnm
8	Martillo	Santos Ixem 4041-7042	Coordinator	Radio Portátil marca Kenwood Serie: 90300108	N 14°03'58.9" W 91°32'38.4" Alt. 3 msnm
9	San Mauricio	Norma de la Cruz 5889-0698	Responsable de Comisión EDAN de la Colred (y Secretaría de Cocode)	Base de Radio marca Motorola Serie: 017THSF322  Radio Portátil marca Kenwood Serie: 90300095	N 14°26'.5" W 91°28'13.7" Alt. 164 msnm
10	Tiestos	Santos Pérez 7758-1582 4005-3801	Coordinator	Radio Portátil marca Kenwood Serie: 90305284	N 14°04'55.6" W 91°32'59.8" Alt. 5 msnm
11	Santa Cruz Laredo	Eleazar López 7858-2702 5302-5911	Coordinator	Radio Portátil marca Kenwood Serie: 90305281	N 14°10'05.8" W 91°34'03.5" Alt. 21 msnm
12	Santa Rita	Ramiro Godoy 5161-7875/3	Coordinator	Radio Portátil marca Kenwood Serie: 90300093	N 14°10'10.7" W 91°32'37.4" Alt. 28 msnm
13	Willy Wood	Antonio Quejny	Coordinator	Radio Portátil marca Kenwood Serie: 90300098	N 14°10'46.4" W 91°32'13.4" Alt. 29 msnm
14	Guadalupe	Ruperto López 4192-1755	Responsable Comisión de Primeros Auxilios	Radio Portátil marca Kenwood Serie: 90300094	N 14°12'12" W 91°31'24.6" Alt. 41 msnm
15	Mons. Romero	Juan Catuc 4049-1120	Coordinator	Radio Portátil marca Kenwood	N 14°11'46.9" W 91°30'22.4"

		4049-3475		Serie: 90300096	Alt. 40 msnm
16	Conrado de la Cruz	Gabriela López 5327-3885 5031-3181	Coordinator	Radio Portátil marca Kenwood Serie: 90305048	N 14°11'33.7" W 91°28'48.9" Alt. 16 msnm
17	Bolivia	Saturnino Rodas 5803-8073	Coordinator	Radio Portátil marca Kenwood Serie: 90305287	N 14°10'19.7" W 91°28'15.7" Alt. 31 msnm
18	Monte Gloria	Antonio Valenzuela 5343-4250	Coordinator	Radio Portátil marca Kenwood Serie: 90305044	N 14°10'55.2" W 91°31'11" Alt. 28 msnm

***R7: The Project results and methodologies are shared with the COMRED, CODRED, SE-CONRED Region VI, DIPECHO partners and other agencies that work in risk management.***

#### **A.7.1 Inter-institutional coordination with partners, DIPECHO, and the CONRED.**

Along with SECONRED and the other partners of DIPECHO V, there will be two coordination and follow-up meetings for the country projects. The first one will be held in month 2 and will have as the main objective the socialization of the projects and the definition of mechanisms to share experiences, methodologies, and agree upon the support activities for SECONRED included in all the proposals.

The second meeting will take place in month 10, and will be to socialize the progress of the various processes and jointly coordinate the national and regional consultative meetings, respectively.

The process as such has been a good experience regarding coordination between all actors, the opportunity to share what one does and how its is done, it is important to highlight the role of the SE-CONRED, which has been at the forefront of relations between partners and with others, making a greater emphasis on the area of Coordination of Planning and Projects and Cooperation.

In turn, the SE-CONRED has established a focal point to support each partner in its project from the Executive Secretariat, in our case, the focal point is Mr. Ovidio Garcia, with whom we have the appropriate communications to support us or refer us to the various agencies of SE-CONRED

In May, the SE-CONRED invited the three technical teams of the partners of the fifth action plan in Guatemala (18 people in total), to a training that lasted four days, in which we were informed—among other things—of the functioning of the system, and the official manuals of the SE-CONRED and the MINEDUC for work with the communities.

In addition, during May and with the leadership of the SE-CONRED, the signing of agreements between the CONRED Executive Secretariat and the three partners took place.

Starting from there, numerous meetings, e-mail exchanges, and telephone conversations have taken place, parking the good coordination between the partners.

At different times during the project's execution, experiences were shared with other partners (Oxfam GB, AcH and organizations, (Coopi, Trocaire, International Plan, CARE,

PNUD) as well as new ideas implemented in other projects. These are valuable spaces, as they allow us to improve processes and validate them through the experiences of others.

#### **A.7.2 Co-organization of a national consultative meeting in collaboration with the DIPECHO partners.**

A national consultative meeting will take place between the DIPECHO partners, in which the various experiences and lessons learned within the processes promoted in the country will be shared. It will be carried out between months 11 and 12 of the project.

One of the tangible products of coordination and pertinent to this result is the distribution of functions among the partners to prepare the National Consulting Workshop (NCW), where we divided into three commissions:

- Coordination Commission, in charge of Oxfam GB.
- Technical Commission, in charge of the NLRC.
- Logistics Commission, in charge of Action Against Hunger.

As the Technical Commission, we were in charge of drafting the Terms of Reference for the NCW consultants, which once agreed upon with the other partners, were sent to the candidates suggested by all. We received the technical and economic proposals and in the end, it was joint agreement on Mr. Julio Ovando.

On November 8 and 9, 2007, the NCW was held in Guatemala City with the participation of government institutions, private organizations and experts in risk management in order to discuss the thematic and geographical priorities at the national level regarding disaster preparedness due to the upcoming drafting of the Sixth Action Plan of DIPECHO in Guatemala.

#### **A.7.3 Participation in a regional consultative meeting, organized by ECHO.**

At the same time, a regional consultative meeting will be held between the DIPECHO partners, where the various experiences and lessons learned within the processes promoted in the region will be shared. Its programming depends upon the ECHO regional office, it is estimated it will be carried out between months 13 and 14 of the action plan.

On November 21, 22 and 23, the Regional Consultative Workshop was held with the participation of all the partners of Dipecho in the Central American Region. Experts of ECHO South America and the Caribbean Region were also in attendance.

In addition, on May 21, 22 and 23, 2008, the Regional Knowledge Fair was held in El Salvador with the coordination of Dipecho Partners and ECHO. Six members of the project's team, two school principals, and the coordinator of the Santo Domingo COMRED participated in the event. It was a valuable experience to share our experiences and learn from other organizations in Central America, South America, and the Caribbean.

#### **A.7.4 Production of a CD and tools with tools used in the process.**

So as to document and share the tools used in the process, compact discs will be made that will include the project information, the methodology used, and the achievement of the results, lessons learned, and recommended best practices. It will be distributed to the DIPECHO partners, members of the municipal, departmental, regional, and national coordinators, and partners of the Red Cross Movement in the Central American region. It will be executed between months 13 and 14 of the action plan.

This activity will be carried out toward the end of the project, when all the results and lessons learnt from the process are systematized.

As an additional comment, we will mention that during the course of the year, a member of Oxfam GB participated in the AVC training and that three members of the Red Cross technical team participated in a lecture on strategic planning, invited by the Oxfam GB project.

All this summarizes the spirit of cooperation and mutual support between the members and SE-CONRED.

About our relationship with the Regional Proposal of IFRC and Giving continuity to the close collaboration process that was carried out for the preparation of the five proposals (4 national and 1 regional) to the V DIPECHO appeal, the Red Cross National Societies of Guatemala, Honduras, Nicaragua, and El Salvador have had the support of the Red Crosses from Spain, the Netherlands, Italy, and the International Federation of Red Cross Societies, and have begun implementing the country and regional proposals.

In the months of March, May, and August, coordination meetings between the DIPECHO projects executed by the RC at the country and regional level were held. In addition, there is a continuous flow of information through e-mail among the various projects and specific support through the regional reference centers in the training of staff, drafting of materials, and internships.

This coordination has been fundamental to be able to share information and experiences in the implementation of the projects. The role played by the regional project executed by IFRC in the coordination of the projects has been crucial in the process of harmonization of methodologies, materials, and tools, not only for the RC proposals, but with other organizations working on the issue, such as International plan and the DIPECHO partners working closely at the national level.

In turn, we have received a greater flow of information and communications from the regional project in comparison to this year's Campaign "Disaster Reduction Begins at School", promoted by ISDR.

The project maintains a continuous coordination with the reference centers of the Red Cross, which provides the methodology materials. The relationship with the reference centers includes specific support in the training of project technicians, volunteers, members of the local structures of the country's disaster systems, and schools, as well as the monitoring and follow-up of the processes being implemented, guaranteeing their quality.

This is the case of trainings to volunteers and team members in the following topics:

- Vulnerability and Capacity Analysis.
- Floods Module.
- Micro Projects Module.

In addition, the modules for disaster preparedness that the Red Cross provides through its Reference Centers in El Salvador y Costa Rica have been resumed:

- Psycho-Social Support.
- First-Aid.
- Temporary Shelters.
- Protected School.

In June, the 4 DIPECHO V projects of the RC participated in the Annual Meeting of Risk Reduction Focal Points, in which projects' progress was discussed, as well as the experiences and lessons learnt in the application of materials. They also worked in the drafting of training guides for the modules of the "It is Best to Prevent" series

In addition, technicians from these countries have participated in the internships performed for the drafting of both community preparedness material ("It is Best to Prevent" series) and the institutional



disaster preparedness guides. For more information, refer to the webpage: [www.cruzroja.org](http://www.cruzroja.org), DIPECHO Projects section and Regional Reference Centers.

In addition, in September, the members of the team will participate in the Regional Workshop on DIPECHO V Tool Design, to be carried out in Panama and imparted by the Regional Reference Center for Disaster Preparedness.

It is also valid to highlight all the coordination, accompaniment, and advice on various topics that has been developed between the projects in the region and the Regional project in Panama.

Currently, the services of an individual were hired in order to compile and design the Compact Disk, where a version of activities held during these 16 months of work will be presented.

An expert was hired as a consultant in order to systematize the project's information and prepare the links that were to be integrated into an interactive disk.

The consultant recommended a company that could prepare the disk in reference. Disks were distributed to strategic individuals so as to disseminate the project's information.

***R8: The COMRED, CODRED, and SE-CONRED Region VI have strengthened their technical and material capacities for development of risk reduction.***

**A.8.1 Institutional training (COMRED, CODRED, SE-CONRED, and other organizations) on topics of EDAN, SHERE, SUMA, shelter administration, municipal plans, radio communications.**

Considering the vital importance of improving the technical levels of the National System for Disaster Reduction, workshops and training and educational courses will be held on the topics described above.

The training processes will take place along the execution period of the project (months 5 to 11) and is coordinated with the participants to better define the periods and assure the participation of the member institutions of the System and others present in the area that may be invited.

<b>Workshops to institutions</b>		
<b>Nº</b>	<b>Contents</b>	<b>Book to use</b>
1	Community Response Plan	CONRED Manual.
2	COE/SCI	CONRED Manual
3	EDAN	"EDAN" Manual from OFDA
4	Shelter Care	Red Cross materials
5	SPHERE	Sphere Manual
6	Institutional VCA	VCA Manual from IFRC-RC
7	Communication	Communication Manual Nicaraguan Red Cross
8	Community simulation	CONRED Manual

Within this activity, the training course on Evaluation of Damages and Analysis of Needs (EDAN) was given to members of the COMRED of Santo Domingo and related institutions at the CODRED level in Suchitepéquez. The event was carried out on 28 and 29 June 2007, with an average assistance of 22 people during 2 days, representing the following institutions and entities:

- COMRED of Santo Domingo
- Guatemalan Ministry of Education (MINEDUC)

- National Literacy Council (CONALFA)
- Fourth Brigade of the Guatemalan National Army
- Guatemalan Social Security Institute (IGSS)
- National Civilian Police
- Guatemalan Red Cross

This workshop was imparted by an EDAN instructor certified by OFDA (Office of U.S. Foreign Disaster Assistance (OFDA) and co-facilitated by members of the project team and the CRG Disaster Secretariat. Of the people attending the event, 10 approved the course satisfactorily and were certified as EDAN teams.

Later, the training course on the Introduction to the Sphere Project was carried out for the members of the COMRED of Santo Domingo and related institutions at the CODRED level of Suchitepéquez. The event was carried out on 26 and 27 July 2007 with an average assistance of 20 people during two days, representing the following institutions:

- COMRED of Santo Domingo
- Guatemalan Ministry of Education (MINEDUC)
- National Literacy Council (CONALFA)
- Fourth Brigade of the Guatemalan National Army
- Guatemalan Social Security Institute (IGSS)
- Social Investment Fund (FIS)
- Guatemalan Red Cross
- Ministry of Agriculture (MAGA)
- Secretariat of Social Works of the President's Wife (SOSEP)
- SE CONRED Delegation of Suchitepéquez
- Departmental Government of Suchitepéquez

Within this activity's agenda, the SOSEP presented the proposal of places endorsed by it to work as shelters in case of disasters in the municipality of Santo Domingo, for the knowledge and validation of the representatives of the COMRED present in the event.

Evaluation of Damages and Analysis of Needs (EDAN) and Shelter Management (Second event). Workshop held on February 13 and 14, 2008. An average of 27 individuals from 6 institutions of COMRED Santo Domingo participated:

- Municipality
- Group of Teachers supporting the municipality
- Health Post – Health Ministry of Guatemala
- Municipal Police
- Municipal Planning Office
- Catholic Church (Santo Domingo Parish)

And 6 institutions of CODRED:

- National Civilian Police
- Fourth Brigade of the Guatemalan National Army
- Departmental Governor's Office
- Sixth Brigade of Volunteer Firefighters
- Agriculture, Livestock and Food Ministry of Guatemala
- FUNDAZUCAR Non-governmental Organization.

In addition, representatives of COLRED of the following communities participated in the event:

1. Maneliz
2. Santa Cruz Laredo

3. Aldea Bolivia
4. Nueva Covadonga
5. El Guajilote
6. Santa Rita
7. San Mauricio
8. Conrado de la Cruz
9. Monseñor Romero
10. San José Los Tiestos
11. El Jardín
12. Puntarenas
13. Willy Wood

Introduction to SHERE Project. (Second event) Workshop held on March 13 and 14, 2008. An average of 32 individuals from 5 institutions of the Santo Domingo COMRED participated:

- Municipality
- Group of teachers supporting the municipality
- Health Post – Health Ministry of Guatemala
- Municipal Police
- Municipal Planning Office
- Catholic Church (Santo Domingo Parish)

And 6 institutions of CODRED:

- National Civilian Police
- Fourth Brigade of the Guatemalan National Army
- Departmental Governor's Office
- Sixth Brigade of Volunteer Firefighters
- PROPEVI of the First Lady's Social Works Secretariat
- Guatemalan Red Cross

In addition, representatives of the COLRED of the following communities participated in the event:

1. Aldea Bolivia
2. Willy Wood
3. San Mauricio
4. Conrado de la Cruz
5. Monseñor Romero
6. El Guajilote
7. Santa Cruz Laredo
8. Maneliz
9. San José Los Tiestos
10. Nueva Covadonga
11. Monte Gloria
12. El Jardín
13. Santa Rita

Training has been provided to 28 members of the Santo Domingo COMRED, who have become part of the Coordinator, as proposed by Mr. Marcos Salzá, Municipal Mayor, on the following topics:

1. National structure of the CONRED system
2. Organization of the COMRED (structure and responsibilities)
3. Organization of the COLRED and the School Committee
4. Emergency signalization

5. First aid techniques and proper handling of first aid kit
6. Search and rescue techniques
7. EDAN and shelter management

Regarding the COMRED of Santo Domingo, the training process has been coordinated with the Municipal Planning Office (OMP), which has supported coordination and appeals. Before defining dates for the events, there has been previous consultation with the OMP, which in turn makes the appropriate consultations to the officials invited to each event.

In the case of the CODRED of Suchitepéquez, the appeal is coordinated through the departmental government and/or is sent directly to the institutions working in the coordination.

The following tables show a summary of the different trainings in which participated the members of the Comred and Codred:

**Trainings of COMRED and CODRED  
Year 2007**

Theme/Participants	EDAN			SPHERE Project		
	Women	Men	Total	Women	Men	Total
<b>Total</b>	<b>2</b>	<b>20</b>	<b>22</b>	<b>5</b>	<b>15</b>	<b>20</b>

*See more details in Annex #5; Table N°13: "Training provided to COMRED and CODRED, Year 2007"*

**Trainings of COMRED y CODRED  
Year 2008**

Course/Participants	EDAN - Shelter			SPHERE Project			COMRED Strengthening		
	Women	Men	Total	Women	Men	Total	Women	Men	Total
<b>Total</b>	<b>7</b>	<b>20</b>	<b>27</b>	<b>11</b>	<b>20</b>	<b>31</b>	<b>17</b>	<b>8</b>	<b>25</b>

*See detail in Annex #5; Table N°14 "Training provided to COMRED and CODRED, Year 2008"*

#### **A.8.2 Updating and validation of a municipal response plan for Santo Domingo Suchitepequez.**

The process developed will allow updating the Municipal Response Plan that the municipality has, incorporating relevant data, such as: the EWS instruments installed the risk diagnostic, important results from the base line, the equipment and capacities installed in the communities and the schools. It will be performed in months 13 to 14.

With the plan updated, there will be a validation of it through a drill simulating the immediate potential threat. This exercise will allow knowing the weaknesses it may have and improve them, if the case merits.

With the National Simulation of 12 July, under the threat of an earthquake, promoted by the CONRED system, there was a first validation of the Municipal Plan, In this event, there were 18 representatives from 9 institutions and entities, such as:

- Municipal Government of Santo Domingo
- MINEDUC through the Technical and Administrative Coordinators
- National Civilian Police (municipal substation)
- Municipal Police of Santo Domingo

- Municipal Planning Office
- Basic Education Institute
- Teacher of the Santa Lucia School, based in Santo Domingo
- Municipal Personnel Chief
- Radio Communications staff of COMRED

The plan was updated incorporating relevant data, such as Emergency Communications System instruments installed in the area, risk study, base line study, and installed capacity at the community and school levels.

In the update process, all members of the COMRED who have recently become members of the Coordination and who have the political and operational support of the Santo Domingo Municipal Mayor have participated. The validation of the municipal plan will be done through a drill scheduled for May 7, 2008.

The Municipal Response Plan of the Santo Domingo COMRED was updated in April 2008 during a work meeting in which 32 individuals participated. They were representatives of the Santo Domingo COMRED, the Municipal Council, the Municipal Mayor, the National Civilian Police, the Mazatenango Volunteer Firefighters, the 4th Brigade of the Guatemalan National Army, and the Suchitepéquez Governor's Office.

On April 30, the plan was presented to departmental authorities in Suchitepéquez, representatives of public and private institutions operating in the municipality, principals of the different schools, and representatives of the COLREDs in the project's intervention area.

Finally, on May 7, 2008, simultaneously with the 17 school plans and 18 local response plans in the project's intervention area, the municipal plan was validated through a drill in which the following people participated: all members of COMRED, Municipality officials, representatives of the schools located in the Santo Domingo urban area, and Volunteer Firefighters of the station located in San Jose El Ídolo, Suchitepéquez, among others.

The following table details the participants of the drill conducted by the Project to validate the response plans of the 18 communities, the 17 schools plans and the municipality.

The simultaneous execution of the drill allowed to measure and identify the capacities of the town to respond to an emergency of this magnitude. It also provided useful information on the capacities to manage the corresponding information flow and particularly on the coherence between the procedures in the municipal emergency response plan and those in de emergency response plans of the Communities.

**General Drill during the DIPECHO V Project  
1 COMRED, 18 COLRED and 17 School Committees  
May 7, 2008**

N°	Community/School	Date	Participants					Total
			Girls	Boys	Teachers	Women	Men	
1	Monseñor Romero	07/05/08	13	9	5	7	5	39
2	Conrado de la Cruz	07/05/08	137	125	9	3	7	281
3	San Mauricio	07/05/08	100	100	10	7	6	223

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4	El Jardín	07/05/08	47	29	5	5	1	87
5	San José Los Tiestos	07/05/08	112	110	10	0	2	234
6	Bolivia	07/05/08	236	159	14	5	4	418
7	Nueva Venecia	07/05/08	28	31	2	4	5	70
8	La Guadalupe	07/05/08	80	76	5	1	4	166
9	Monte Gloria	07/05/08	59	57	5	13	2	136
10	Willy Wood	07/05/08	145	165	10	4	2	326
11	Nueva Covadonga	07/05/08	51	52	4	7	10	124
12	Santa Rita	07/05/08	39	54	6	2	6	107
13	Santa Cruz Laredo	07/05/08	54	50	6	14	14	138
14	Maneliz	07/05/08	54	65	6	3	7	135
15	El Triunfo	07/05/08	14	11	4	3	7	39
16	Puntarenas	07/05/08	11	14	1	11	6	43
17	El Guajilote	07/05/08	9	13	7	6	8	43
18	El Martillo	07/05/08	0	0	0	11	1	12
19	Santo Domingo (COMRED)	07/05/08	0	6	0	18	15	39
<b>Total</b>			<b>1,189</b>	<b>1,126</b>	<b>109</b>	<b>124</b>	<b>112</b>	<b>2,660</b>

### A.8.3 Provision of equipment to the structure of the disaster reduction system of the Region VI.

According to the requirements defined with the CONRED, the results of the risk analysis performed in the communities of the municipality and the foreseen budget, the COMRED and/or CODRED will be provided with goods, equipment, and/or material that allow improving their risk management capacity in the project's area of influence. It will be carried out between months 10 to 12.

Due to the changes that will take place in institutions at the national, departmental, and municipal level, due to the national elections, it has been considered that the revision of needs and the provision of equipment to support COMRED, CODRED, and the Disaster Reduction System of CONRED Region VI will begin in January 2008.

Basic rescue equipment has been purchased in order to be handed over to the COMRED in Santo Domingo Suchitepéquez during the first days of May, so that they can prepare for the rainy season.

The equipment purchased by the project was handed over to COMRED and CODRED in order to complement the equipment given to the COLREDS in each community.

See details in Annex #5:

- Table N° 31: "Warnings and alarms distributed to COLRED and School Committees",
- Table N° 32: "Equipment distributed to the communities",
- Table N° 33: "Equipment distributed to School Committees",
- Table N° 34: "Equipment distributed to COMRED",
- Table N° 35: "Equipment distributed to CODRED",
- Table N° 36: "Detail of radio bases installed",
- Table N° 37: "Detail of signalization."

***R9: The 18 communities included in the Project have participated in the strengthening of their organizational, preparedness, and response capacity before hydro meteorological threats.***

**A.9.1 Strengthening of the organization and capacity of the COLREDs and their response brigades.**

To improve the local preparedness, attention, and mitigation capacity, the COLRED and the inhabitants of the community will be trained in:

- ✓ Organization and Leadership.
- ✓ Evacuation and Shelter management.
- ✓ Basic Community First Aid.
- ✓ Community EDAN.
- ✓ Community diffusers and communicators.
- ✓ Production of local response plans and their validation.

The training processes will take place along the project's period of execution—months 3 to 13--, under the modality of workshops and reflection talks, with a highly participative methodology, beginning always from what people: KNOW, RECOGNIZE and PRACTICE, to thus build the concepts and issues dealt with and develop them later.

Work with the communities began with the project presentation in community assemblies in the 18 target communities. In these assemblies, the project's details, extent, structure and roles were discussed with participants. In total, 909 people participated (575 women and 334 men).

See detail in Table #1 "Community Assemblies for Project Presentation."

As a diagnostic and to learn with greater depth about the communities intervened, at the beginning of the project a general information card was made, which incorporates elements related to the socio-economic situation of the people, geographic location, organizational situation, and preparedness against disasters of the community and the school.

This task also allowed us to establish a closer contact with the leaders, relate the data to the diagnostic established for the project's formulation, and establish some working strategies, such as the pilot trainings in El Triunfo, prioritizing work with schools, considering the school year and the teacher strikes earlier in the year, among others.

The community strengthening process has required a preliminary training stage within the technical team and the volunteers, which to date has been imparted in the following topics and areas:

- a. Training and updating of the Community AVC methodology.
- b. Psychological First Aid.
- c. EDAN.
- d. Introduction to Project Sphere
- e. Good practices using water.
- f. Floods
- g. Social Micro projects.
- h. Introduction to First Aid.

The COLRED strengthening process has begun with the trainings in the community of El Triunfo.

This community was included in the 12 July 2007 National Simulation and has served as a pilot experience for the project regarding training in shelter management, first aid, search and rescue, updating of local response plans, and the corresponding validation of the plan.

The training sessions have been facilitated by the project technical staff and the volunteers of the CRG, Mazatenango branch. The exception was the lecture on search and rescue imparted by the SE CONRED Departmental Delegate, Mr. Jorge Hernandez, in which the project staff were assistants.



From this point, revisions have been made of the topics to impart at the community level, depending on the project execution time, availability of the communities, and the results of studies carried out: Base line study and risk study.

The community training process was reprogrammed starting September 2007 in all the communities of the project.

Another task has been the organization and reactivation of the Local Coordinators for Disaster Reduction (COLRED). Until now, there are 18 Coordinators in the same number of communities.

The 18 communities have 18 Local Response Coordinating Boards with different commissions so as to assist in emergencies. The 18 COLREDs are linked to their School Committees and the Santo Domingo Municipality COMRED.

#### **A.9.2 Celebration of VCA workshops in the communities.**

As part of the process to strengthen the community capacities, the VCA workshops will be developed in all the communities. Its results will guide the activities in the sphere of risk management at the community level (small infrastructure and mitigation works, risk maps, generation of community capacities, etc)

These workshops, to be carried out between months 3 to 5, will be the guide to best define some of the proposed axes of work, as they will adjust to the current reality found and the existing capacities identified by them will be maximized.

The AVC workshops take three sessions per community to develop all the tools that the methodology contemplates.

Session	Tools
First	<ul style="list-style-type: none"><li>- Our feelings before emergencies and disasters.</li><li>- Our history of the community.</li></ul>
Second	<ul style="list-style-type: none"><li>- Historic Calendar.</li><li>- Seasonal Calendar.</li><li>- Understanding our Risks better. (AxV/C=R)</li></ul>
Third	<ul style="list-style-type: none"><li>- Transforming vulnerabilities into capacities.</li><li>- Identifying actions for prevention, preparedness, and mitigation.</li><li>- Community mapping.</li><li>- Social network.</li><li>- Structure of the COLRED</li></ul>

~~Sixteen~~ 18 communities have concluded the 3 work sessions to draft the community AVC. The AVC has promoted a recognition process in each community of its own capacities and vulnerabilities, especially trying to strengthen community organization. As an incidental result, it has allowed the identification of basic infrastructure works, both for preparedness and mitigation.

The average participation of people per community in each of the sessions, until now, is the following:

First Session	Second Session	Third Session
Women = 37	Women = 22	Women = 25
Men = 14	Men = 10	Men = 11

#### **A.9.3 Training in risk management in the community, with an emphasis on the families exposed to greatest risk in the communities.**

These events will be held along the execution period—months 5 to 11—and be based on community participation, thus they are designed and will be executed under the modality of reflection talks. The community and its responsible leaders will participate, allowing the construction and development of concepts stemming from what people "KNOW, RECOGNIZE, AND PRACTICE" maximizing the knowledge, experiences, and time offered by the communities.

The issues to be discussed in the collective work sessions will be:

- ✓ Concepts of Risk Management.
- ✓ Preparedness – Response.
- ✓ Climate change and variability.
- ✓ Basic Community First Aid.

<b>Workshops for communities</b>		
<b>Nº</b>	<b>Contents</b>	<b>Book to use</b>
1	Organization and leadership	"Manual for community Organization" from Guatemalan Red Cross "Manual for Community Education, Organization and Preparedness for Risk Reduction" from IFRC-RC.
2	Vulnerability & Capacity Analysis	"VCA Manual" from IFRC-RC.
3	Evacuation	"Community Education for Risk Reduction" from IFRC-RC
4	Basic community First Aid	"Community First Aid" from IFRC-RC.
5	Risk Management	"Manual for Community Education, Organization and Preparedness for Risk Reduction" from IFRC-RC.
6	Preparedness – Response	"Manual for Community Education, Organization and Preparedness for Risk Reduction" from IFRC-RC. "Floods"; from IFRC-RC
7	<del>Climate change</del>	<del>"Climate Change Manual" from Nicaraguan Red Cross</del>
8	EDAN community	"EDAN Manual", from OFDA.
9	Temporary Shelter	"Manual for Temporary Shelter" from IFRC-RC.
10	Communication and diffusion	"Diffusion and communication Manual" from Guatemalan Red Cross
11	Development of local response plans	"CONRED Manual" from the National Coordinator for Disaster Reduction
12	EWS	"CONRED Manual" "EWS Floods in minor basin" from IFRC-RC
13	Simulations	"CONRED Manual"

The training events this activity refers to are fused to those established in Activity 9.1.

They are meetings with a high level of community participation executed under the methodology of workshops and collective construction lectures of concepts, always beginning with what people know, recognize, and practice. They require a highly participative dynamics, making maximum use of the time the community may provide.

The training process in risk management ~~will~~ continue starting September 2007.

The 18 communities have received Basic First Aid training, which includes 3 sessions for each community. Total participants in this activity were 1,948 individuals, 1,323 women (68%) and 625 men (32%), with an average participation of 36 individuals per session.

In the next stage of the community training process, residents in each community have been trained in the following topics:

- Basic risk management concepts
- Management of temporary shelters (according to the guide that was institutionally established by the First Lady's Social Works Secretariat – SOSEP)
- Evacuation
- Search and Rescue
- EDAN at community level

In this part of the process, a total of 1,679 individuals participated, 1,262 of whom are women, representing 75% of total participants, and 417 are men, representing 25%.

#### **A.9.4 Production and updating of the local response plans.**

With the development of the workshops and the progressive accumulation and updating of knowledge in the community, the community plans will be drafted jointly with the community, between months 7, 8, and 9. In those cases where the communities already have these, updating will proceed, allowing that upon the end of the intervention the communities have the capacity to produce response maps, resource inventory, and their updating.

Parallel to the development of the trainings for community strengthening, 18 local response plans were drafted and updated, under a participative methodology. In the cases of the 6 communities that already have first versions of this plan it was be updated; the objective is that by the end of the project the communities are in the capacity to produce response maps, inventories, and updating of resources.

In order to begin the drafting and updating process of the local response plans, the first workshop with COLRED members was taken place during. November 2007.

The 18 communities have a Community Response Plan that has been validated and updated, as well as linked to the School Response Plans and the Municipal Response Plan.

#### **A.9.5 Furnishing of basic first aid and rescue materials to the COLREDS of the 18 communities.**

The training and educational process will be accompanied by the provision of a basic kit, and some implements, like: ropes, shovels, bars, (among others) that may be used during response to an emergency. It will be executed between months 8 and 9 of the project.

With the 18 local response plans drafted and updated, which have allowed us to determine community needs for equipment, materials and equipment that will be handed over to COLRED have been purchased.

Distribution and delivery of equipment is being conducted at this time.

As mentioned before, all communities have been equipped with instruments, tools, and materials for first response. In addition, all have received training in their use and handling, so that they can act on their own while specialized help arrives.

The equipment given to the communities will be complemented with the equipment provided to COMRED and CODRED, so that the entire Response System can be implemented within the first hours of response.

*See details in Annex #5:*

- Table Nº 31: "Warnings and alarms distributed to COLRED and School Committees",
- Table Nº 32: "Equipment distributed to communities",
- Table Nº 33: "Equipment distributed to School Committees",
- Table Nº 34: "Equipment distributed to COMRED", Table Nº 35: "Equipment distributed to CODRED",
- Table Nº 36: "Detail of radio bases installed",
- Table Nº 37: "Detail of signalization."

#### **A.9.6 Validation of the local response plans, with drills.**

With the plans produced and updated, their validation will proceed through drills simulating the immediate potential threat. This exercise will allow determining the weaknesses that the plan may have and improve them. It will be carried out between months 9, 10, and 11.

With the local response plans drafted and updated by each community, and after completion of training sessions to the COLREDs and their community response teams, we will proceed with the validation of plans through a simultaneous drill in all communities located in the project's area and the COMRED in Santo Domingo.

This activity is scheduled for May 7, 2008.

Community Response Plans were validated during the simultaneous drill held on May 07, in which 17 schools, the 18 COLREDs, COMRED, and members of CODRED participated.

More than 40 volunteers of the Red Cross, COMRED, and San Carlos University were mobilized. They were trained in order to support the execution of the exercise as coordinators, as well as control cells. They were also trained on how to apply makeup to actors (the fictitious victims of the event), so as to make the event more realistic, which made an important impact on the COLREDs First Response Community Teams.

The practical exercise allowed us to assess the efficiency and workability of the plan of each COLRED. In general terms, most problems were found in the flow and management of information, as well as in some specific conditions for the activation of First and Second Response Commissions.

The evaluation of control cells was positive regarding the technical and operational capacity of First Response Community Teams. In turn, when evaluating the exercise, the COLREDs, mentioned it was of great value in order "to know how to work in case of a flood." (Text taken from one of the event's evaluation log).

#### **4.10 Work plan**

(See Annex Nr. 3)

We consider three stages in the development of the project:

1. Opening stage and beginning of processes (Months 0 to 5):  
It corresponds to the initial activities to establish the project, negotiate with the communities the conditions for actions and the participation of authorities. The VCA process begins as the fundamental base of community work.

2. Stage of Training Actions (Months 5 to 10)  
Work is carried out in the training and organization process. The community projects begin, as well as the response plans and the activities in the schools. In this stage, the community will participate actively in the actions of the project.
3. Stage of Consolidation of Processes (Months 10 to 15)  
Through the delivery of supplies, culmination of the micro projects, and the performance of drills and simulations, the communities will feel the benefits of the Project and the Red Cross may consolidate the actions for the sustainability commitments by the community authorities and leaders. In addition, the administrative processes for the adequate conclusion of the project will be carried out.

The project timeline has been revised and updated; several activities have suffered variations on their period of execution with regards to what was originally approved. This has been done to respect the logical sense of the intervention and to recover and make maximum use of the project time, in agreement with the available time of the communities and the institutions.

*See the Current Activities Timeline annexed.*

The project's timeframe and activities were modified, as well as some indicators, with the previous authorization of DG-ECHO. In the end, the project was executed during a period of 16 months: February 1, 2007 - May 31, 2008. (See Amendment N° 1: "Supplementary Agreement N° 1" Date: March 28, 2008)

#### **4.11. Monitoring, evaluation and external audit**

##### **4.11.1 Monitoring**

###### ***At the Project level:***

- At the beginning of the intervention, the General Operational Plan will be drafted, which will contain the follow-up and control actions of the activities foreseen both at the administrative level and the technical and institutional level. In addition, Quarterly Operational Plans (POTs) will be made, which will define all the activities to be executed and the people responsible for each product. There will be weekly meetings between the NLRC and the president of the CRG Delegation in the field (the entity responsible for the implementation of the activities in the influence area to learn of the progress of the project, difficulties, etc. and to re-plan the activities established in the POTs).
  - Monthly, the Technical team will perform a narrative report, backed by a financial report, which will form the basis for project monitoring and follow-up.
  - The main technicians of each area will be responsible for the weekly supervision activities, and will follow the instructions given by the project coordinator. The project coordinator will always agree with the NLRC Delegate, coordinating both efforts.
  - The regional headquarters of the International Federation of the Red Cross will be informed of the activities of the project, in order to facilitate coordination with other DIPECHO projects executed by members of the Red Cross Movement in the region.
- 
- For follow-up and project activities, a monthly planning is made, according to the project's general timeline, which is constantly revised with the staff, the Coordinator, and the NLRC Delegate. In turn, this planning is presented to the COMRED in the meeting.

- The Coordinator and/or NLRC Delegate carry out constant monitoring and accompaniment visits to field activities and of the documents that serve as verification sources of the fulfillment of activities.
- In other activities (like training in specific issues, like EDAN, Sphere, First Aid, Psycho-social support, and others) support is requested from the Guatemalan Red Cross, and the central headquarters provides it through the Secretariats of Disasters, Difusión and Doctrine, Volunteers, and Planning and Projects, as corresponds.

***At the Institutional level:***

- A Technical Committee will be formed by the President of the CRG Delegation, Project Coordinator, the CRG National Secretary for Planning and Projects, the CRG Secretary for National Disasters, a representative from the SE-CONRED regional headquarters, a representative from the Netherlands Red Cross, and a representative from the Spanish Red Cross. This committee will meet every two months, and will guard the efficacious implementation of the expected results, will provide technical counselling, will propose to the Steering Committee technical modifications to the action plan or to the activities, and will revise and modify the Quarterly Operational Plans.
- Several joint coordination meetings have been carried out to make decisions and execute actions, which go from selecting personnel and hiring it, to the revision of proposals and hiring of candidates for the consultancies of base line and risk studies, preparation of visits of Delegates from the NLRC from The Hague and Delegates from ECHO and DIPECHO.  
In addition, there is fluid telephone or electronic communications, according to the topic, with the Secretariats of the CRG, especially with the ones closest to the nature of the project, as well as with the CRE and the Regional Office of the NLRC in Honduras.
- A Steering Committee will be formed by the CRG President and Director General, a representative from the CONRED executive secretariat at the national level, the president of the CRG Mazatenango Delegation, a representative from the Netherlands Red Cross, and a representative from the Spanish Red Cross. This Steering Committee will meet every four months, and approves the Quarterly Operational Plans, the quarterly reports, provides political counsel, approves technical modifications recommended by the Technical Committee, and procures the project's impact.

Until now, the project has developed a meeting at the Steering Committee level, with the participation of the Vice-President of the CRG, the General Director, the President of the Mazatenango branch, the focal point and liaison of the SE-CONRED, the CRE Delegate, and the NLRC Delegate. During the session, the details of the project were presented, as well as the administrative and security manuals, the project administrative and financial formats, the roles and functions of the parties involved, doubts were dispelled about project dynamics, the hired staff was ratified, and formal and less formal mechanisms for crossing information and communications in general were agreed upon. It is proposed that the next Steering Committee session be carried out in September.

Coordination the project has with other institutions:

The project has agreed to hold one monthly meeting (the first Friday of every month) with the COMRED of Santo Domingo, to reveal the summary of activities of the previous month and the planning of the month that begins.



All coordination and invitations are carried out through the Municipal Planning Office, be it for the monthly meeting or the performance of training for COMRED members.

In addition, the support provided by the MINEDUC, through the Technical and Administrative Coordination of the municipality of Santo Domingo has been invaluable for the development of the activities with the schools, to the extent that this is one of the results with the greatest level of completion, despite the problems that took place with the teacher's strike.

It is also important to mention the support provided by the departmental government through the liaison for all risk reduction topics, who provides us information we need, shares responsibilities, participates in the workshops, and keeps the governor up to date of the project's progress, as well as of the meetings that requires his presence.

***At the Communal level:***

- Periodical meetings - every two months - with the community leaders, COLRED members, and a representative of the women in the community. These meetings provide follow-up to the people's participation, watch over the implementation of the activities, and control their quality.
- In addition, every training and activity provided by the project is evaluated on the basis of a participative methodology, including an evaluation of the facilitators. These evaluations form the basis for feedback regarding methodology, instruments, and techniques used in the project.
- The community general assemblies will be another monitoring instrument, if it is necessary.

Field visits or supervisions will be previously coordinated with the people in charge in every community, as well as with other people in charge (COMRED, CODRED, SE-CONRED regional Headquarters), so as to optimize the initiatives directed to the beneficiaries of the community.

The technicians invite the communities through cellular telephones, and the dates of the meetings and/or trainings are scheduled like that. The invitation is made through the president of the COCODE or the COLRED. On the eve of the date, the visits are confirmed and they are carried out as planned.

It is important to highlight that in order to build sources of verification, all project activities are photographed and registered in:

- Field worksheets, filled by the technical staff. These must be signed and sealed by the president of the COCODE in each community and/or the school's director.
- Field visits report for godfathers and godmothers, filled by the volunteers of the CRG. These must also be signed and sealed by the president of each community's COCODE.
- List of people attending an activity.
- Evaluation forms of the activity by those attending, both at the community level and the municipal and departmental levels.

The work with the schools is first coordinated with the MINEDUC Departmental Directorate and with the municipal CTA, and it is the CTA who is in charge of inviting directors and teachers of the schools. If the activities are carried out in the schools, the CTA is always informed, as well as the Departmental Directorate.



#### 4.11.2 Evaluation

- Is an evaluation foreseen during the operation?  
Yes ☐ No ☒
- Is an evaluation foreseen after the operation?  
Yes ☒ No ☐

Note: The final evaluation will take into account as a reference the initial baseline study.

#### 4.11.3. External audit

- Is an audit foreseen during the operation?  
Yes ☐ No ☒
- Is an audit foreseen after the operation?  
Yes ☐ No ☒

### 5. **RISKS AND ASSUMPTIONS**

#### 5.1 **Pre-conditions**

- Approval of the proposal by the SE-CONRED.
- Approval of the proposal by Red Cross.
- Approval of the proposal by the donor.
- Agreements from national and local institutions and authorities.

#### 5.2 Assumptions and risk assessment profile

1. Institutions maintain their political will to fulfil the agreements and commitments they have signed.
2. The electoral process and the political environment do not affect the development of the project.
3. The area is not affected by a natural disaster that may affect the implementation of the project.
4. The security situation in the country and the region remains stable and allows for the implementation of the project.
5. The changes in the municipal and community authorities do not affect the risk management development process promoted by the project.
6. That a natural phenomenon does not deviate attention from the activities or the resources.
7. The construction materials are available in the local market in time and stock.
8. The media respond adequately to the appeal.
9. The target population is receptive to the educational messages.
10. The radio and television signals cover the geographical area effectively.
11. That a natural phenomenon does not distract attention from the activities or the resources.
12. The construction materials are available in the local market in time and stock.
13. The communities and the authorities are actively involved in the work organization, identification, and execution processes.
14. Quality consulting firms and adequate fees according to the ToR.
15. There is institutional will and capacity to participate in the activities and commitments.
16. The children, parents, and teachers respond actively to the processes regarding awareness before risk reduction.
17. The communities and the authorities are actively involved in the work organization, identification, and execution processes.
18. There is institutional will and capacity to participate in the inter-institutional organization process of the consultative meetings.
19. The political will supports the development and execution of the activities.
20. There is institutional capacity to undertake the commitments and activities agreed upon.
21. The families respond actively to the planned work and activities.

22. The political situation and the public order of the country and the south western region remain stable.
23. Weather conditions allow access to the communities.
24. The volunteers of the CRN have time available for the execution of activities.

Mitigation Plan:

Risks	Effect on project implementation	Mitigation
<b>Political risks</b>		
Institutions maintain their political will to fulfil the agreements and commitments they have signed.	Extra costs and investment of time and energy of project team to integrate the new personal of the relevant governmental institutes in the project.  Extra costs and investment of time and energy of project team to make sure that the project is still important for the relevant governmental institutes.	From the beginning of the implementation of the project integrate all relevant governmental partners showing the benefits and using a participative way of working.
The electoral process and the political environment do not affect the development of the project.		Make sure that mutual compromises are agreed on the base of signed contracts.
The changes in the municipal and community authorities do not affect the risk management development process promoted by the project.		
<b>Social risks</b>		
The communities and the authorities are actively involved in the work organization, identification, and execution processes.	There is no participation of the communities in general, and of the women in particular, in the implementation of the project.	On the basis of the Baseline Study the communities will be chosen based on a participative approach  Interest of the communities will be created through the small projects.  The professionals of the project team are able to create interest of the communities for the implementation of the project.  The project team will be working in all communities.
<b>Sustainable risks</b>		
The communities and the authorities are actively involved in the work organization, identification, and execution processes.	Lost investment.	Using a participative way to implement the project in order to make sure that the communities and the relevant governmental institutes see the project as their project.
<b>Natural risks</b>		
The area is affected by a natural disaster that may affect the implementation of the project.	The project will probably not be implemented	Make use of the experiences during the natural disaster events, for example creating interest in the project, application of the procedures, and evaluation of the emergency plans.

<b>Economic risks</b>		
The construction materials are available in the local market in time and stock.	Not having enough money will decrease the amount of construction works.	Budget change including request for more money because we need to buy in other place.
<b>Security risks</b>		
The security situation in the country and the region remains stable and allows for the implementation of the project.	There will be constant changes in the planning of the project that will lead to decreasing interest and participation of the communities.	Clear rules with all participants. Work in all communities. Security Plan and Process. Take care of lives of participants and project team. Change of end date.

### 5.3 Security

#### 5.3.1 Situation in the field

The main risks to be prevented regarding the security situation in Guatemala are:

1. Violent criminal activity in the highways: through the interception of all kinds of vehicles (buses, tourist minibuses, and private vehicles), sometimes violently or by improvised roadblocks. It may happen in main highways or secondary highways.
2. Street violence with robberies at gunpoint in city streets or private homes. Crimes against foreigners have included murder, rape, and robbery. Criminals in Guatemala are extremely opportunistic and frequently respond with violence if they feel their victims are resisting.
3. Youth gangs are an ever-growing concern, both in Guatemala City and the rural areas of Guatemala. Gang members are generally well armed and are prone to violence without any provocation. Gangs are considered to be responsible for a considerable increase in the violent robberies of urban and extra-urban buses.
4. Great demonstrations take place throughout the entire territory of Guatemala, sometimes with little or no warning. Most are peaceful. However, despite police presence, crowd control may become dangerous or irregular. The obstruction of roads and the occupation of public services, which occasionally includes the international airport or the main highways, is a common tactic.
5. There is a high risk for accidents in the highways due to imprudence from drivers, lack of appropriate signalling, poor state of the roads, and poor state of public and/or private vehicles.

In the past few months, the project zone has been affected by recurrent episodes of social and political violence, which has had an incidence on the delaying of activities, as well as in the increase of costs to carry them out, as alternate routes imply greater distances and thus more time in the displacement of technical and volunteer staff.

The most relevant events are:

- Robbery of a purified water truck traveling in front of the project vehicle.
- An attack against a political candidate in one of the communities.
- Attack against the president of Venecia, with bullet wounds.
- Murder of two youngsters, found in a vacant lot.

#### 5.3.2 Have you established a specific security protocol for this operation?

Yes ☐ No ☒ Standard procedures ☒

1. The Code of Conduct for all Federation and National Societies Staff, March 2003

2. The document on “Rules and regulations with regard to security” for project staff and delegates of the Netherlands Red Cross in Guatemala
3. Security standard procedure of the International Movement of the Red Cross and Red Crescent, and safety rules of the CRH.

The following general rules are more related to the execution of the present proposal:

- The whole working team will be permanently identified with a visible Red Cross emblem on their clothes (t-shirts, vests, caps) and carry identification.
- All transportation means must be identified (with logos, flags, etc) and cannot transport any type of weapon.
- When travelling by car, all doors must be locked and windows closed.
- Every outing and movement has to be informed to the project operation base, specifying working hours and the routes to follow.
- All the members that go out on working missions must have a first aid kit and a communication mean (telephone, cell phone, radio transmitter).
- Except under extraordinary circumstances, all project activities will be accomplished during the day hours (7:00 a.m. till 5:00 p.m.), and the personnel having to report themselves to CRH when arriving at the project base. Activities during night time must be previously authorized by the General Direction of the CRG.
- The zones in the districts that have a greater degree of insecurity will be identified with the cooperation of the police and community leaders at the beginning of the project. Personnel will be informed so they avoid these places at all times and under any circumstance.
- An accident and life insurance will be acquired for the team hired for the project and the volunteers that participate in the activities.

Considering that the social and political situation is not improving, security measures have been reinforced regarding departure and return schedules, the due identification of staff and vehicles, as well as reporting and monitoring through the radio to and from the communities.

5.3.3 Have you a specific plan for security-related and medical evacuations for this operation?

Yes ☐ No ☐ Standard procedures ☒

5.3.4 Are your field staff and expatriates informed of and trained in these procedures?

Yes ☒ No ☐

## 6. **RESOURCES REQUIRED**

### 6.1 **Total budget (point 11.1)**

### 6.2 **Human resources**

6.2.1 Staff included in Title 1: “Goods and services delivered to the beneficiaries”

• Number of People: ..... 11

• Number of Volunteers: ..... 20

Status:

• Project Coordinator .....1

Responsible for the implementation and management of the Project in the field. Responsible for the execution of activities to reach the foreseen results. Responsible for follow-up and monitoring of indicators of results. Responsible for the execution of the simulation exercises in the communities and the municipality. Responsible for

training the COLREDs to strengthen the Response System at local and municipal level.

- Educating Technicians .....2  
One for every region the Project has been divided to. Responsible for the educational processes and awareness with the schools and communities and the members of the COLRED and COMRED mainly. They support the training processes for the technicians for prevention and mitigation.
- Technicians for Prevention and Mitigation ...5  
One for every region the Project has been divided to. Responsible for the technical processes, follow-up, and assessment with the communities, mainly for the risk maps, community emergency plans, installation of the community alert systems, small preparedness and mitigation works, they also support the labour of educators.
- Team of Volunteers ..... 10  
Responsible for implementing training and provide others at their level. Support for the execution of the base line study and if necessary, in the survey for the final evaluation, EWS diagnostics. They support the monitoring and execution of small community projects. They support the appeal for community and institutional meetings.

#### 6.2.2 Staff included in Title 2: "Support costs"

- Number of People: 3

Status:

- Foreign Delegate (Netherlands Red Cross) ...1  
Responsible for the general follow-up of the Project and act as the counterpart towards the European Commission for the contract and Project responsibilities. Financed by the Netherlands Red Cross.
- Administrative Assistant .....1  
Responsible for the project's accounting and budget follow-up. Verifies the adequate fulfilment of the European Commission's accounting and administrative norms applicable to the project. Responsible for the management of staff at his/her charge, with everything that represents.
- Driver .....1  
Responsible for the use, driving, and shelter of the assigned vehicle, responsible for security and preventive maintenance of the vehicle. Responsible for the transfer and safety of goods, equipment, material, and especially people entrusted to him/her. He/she will support all the staff with the necessary logistics, with the required coordination to maximize resources. He/she is responsible of updating the travel log with monthly reports to the administration.

Nº	Staff	Number of people	Months	Time in the project	Expenses
1	Delegate Expatriate	1	15	100 %	€ 60,000 (contribution NLRC)
2	Project Coordinator	1	15	100 %	€ 22,613.83
3	Education Technicians	2	15	100 %	€ 29,267.86
4	Mitigation and Prevention Technicians	2	15	100 %	€ 29,267.86
5	GRC Staff and Volunteers	10	12	100 %	€ 2,527.72
6	Administrative Assistance	1	15	100 %	€ 16,913.90
7	Driver	1	15	100 %	€ 10,758.31

In order to achieve these results, 3 additional individuals were hired in order to work directly in Community Strengthening, specifically in the following topics:

- Evacuation and rescue in the community.
- First Aid.
- Community EDAN
- Organization and reparation of First Response Community Teams.
- Socialization of Community Response Plans.
- Distribution of community equipment.
- Preparation for validation exercises for Simulation and Drill Plans.

The following table is a summary of the staff that worked in the project and the costs involved during the 16 months of its execution;

N°	Staff	Number of people	Months	Time in the project	Expenses
1	Delegate Expatriate. - Alexei Castro D.	1	16	100 %	€ 60,000 (contribution NLRC)
2	Project Coordinator - Edwin Kestler	1	14.5	100 %	€ 21,265.47
3	Education Technicians - Alejandrina Jeréz - Sandra Sierra	2	13.5 14.5	100 %	€ 24,123.29
4	Mitigation and Prevention Technicians - Vinicio de León - Jorge Galvez	2	14 14.5	100 %	€ 23,702.38
5	GRC Staff and Volunteers	20	14	100 %	€ 1,971.78
6	Administrative Assistance - Virna Villeda	1	16	100 %	€ 15,820.52
7	Driver - Néstor Milla	1	16	100 %	€ 10,399.87
8	Technical staff for First Response Community Teams - Sergio de León	1	4.5	100%	€ 2,182.03
9	Technical assistants for First Response Community Teams - Diven Ruano - Reginaldo Caal	2	2.5 2.5	100%	€ 1,602.36

In addition, the project hired:

- One individual from November 2007 to March 2008 in order to work with the First Response Community Teams.

- Two individuals from April 2008 until the end of the project in order to strengthen the First Response Community Teams and help in the signalization and validation of community response plans.

### **6.3. Material Resources**

#### **6.3.1 Equipment needed. Describe the procedure to be followed for the procurement of equipment**

For carrying out work in the project office:

Office furniture and equipment in general: desks, chairs, filing cabinets, computers, printers, etc.

One motorcycle.

One 4X4 Vehicle.

Portable Radios.

Vehicle Radio Communications.

**Note: The vehicle 4X4 will be offered by NLRC, the project will pay the running costs.**

Due to the volume of project activities, an additional vehicle has been included that supports activities in the communities, distributing staff through the area using logical routes, according to the planned activities and tasks.

In addition, when necessary, a third vehicle has been loaned from the Delegation for brief periods so that we may fulfill activities in the foreseen time and make progress in the activities.

Due to what was expressed previously, the mobilization and vehicle maintenance costs have increased, a situation exacerbated by the high costs of fuel, spare parts, and lubricants, which increase periodically.

#### ***Office Furniture and Equipment destined to the Technical Team***



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Item description	Quantity	Total cost in euros	FPA procedure to be followed	Derogation of the rule of origin (Yes/No)	Final destination
<b><u>Office furniture</u></b>		<b>€ 5,432.38</b>	Negotiation procedure	YES.	Guatemalan Red Cross
Computers	4	€ 4,434.59		All these products are not produced in this country and its spare parts come from EU, China, Japan	Destined for the technical team. Will be distributed to the GRC after the project's implementation
Laser Printer	1	€ 576.50			
Digital Camera	1	€ 421.29			
<b><u>Equipment</u></b>		<b>€ 8,277.86</b>	Negotiation procedure	YES.	Guatemalan Red Cross and CONRED
Executive 6-drawer desks	4	€ 576.50		Some of these products are not produced in this country and its spare parts come from EU, China, Japan	Destined for the technical team. Will be distributed to the GRC after the project's implementation
Conference Table for 8 people	1	€ 177.38			* Equipment is destined to strengthen the Office of the CONRED
Four-drawer Filing Cabinets	2	€ 243.90			
Waiting Chairs	4	€ 133.04			
Chairs with armrests	4	€ 133.04			
Equipment for the installation of the CONRED Regional Office.*	1	€ 7,014.00			
<b><u>Vehicles</u></b>		<b>€ 2,106.43</b>	Negotiation procedure	YES.	Guatemalan Red Cross
Motorcycle	1	€ 2,106.43		This vehicle is not produced in this country and its spare parts come from China, EU or Japan.	Will be distributed to the GRC after the project's implementation
<b><u>Communications</u></b>		<b>€ 4890.82</b>	Single bid	YES.	Guatemalan Red Cross and CONRED
Base radio	1	€ 598.67	Negotiation procedure	Some of these products are not produced in this country and its spare parts come from EU, China, Japan.	Destined to GRC after the project's implementation
VHF Vehicle Radio	1	€ 421.29			The repeating station is destined to strengthen the CONRED
Portable Radios	2	€ 2,700.00			
Mobile phones	1	€ 110.86			
A repeating station without accessories, Kenwood brand, VXR-7000, the CONRED standard. Cost: 1.300 USD.	1	€1,060.00			

The final destination of the furniture, the office equipment, and the vehicles will be the following:

- ✓ Office furniture and Vehicles are destined for the technical team and will be distributed to the Guatemalan Red Cross after the project's implementation.

- ✓ Communications and equipment are destined for both the strengthening of the CONRED Executive Secretariat at the regional level and the technical team. It will therefore be partly distributed to the Regional Office of the CONRED Executive Secretariat and partly to the Guatemalan Red Cross.

At the moment, the purchase of radio equipment for the COMRED of Santo Domingo and the portable radios foreseen for the Red Cross branch of Mazatenango are pending, as the SE-CONRED provided the COMRED of Santo Domingo with a radio base a few months ago; a similar case took place with the Mazatenango branch, which was equipped by the Central headquarters of the CRG.

We have spoken with the liaison of the departmental government and the SE-CONRED Delegate so that we may invest in the repeating station that serves the department; in that way, the funds would always be used to strengthen communications in the area.

See distribution details in Annex #16: "Donation Certificates"

See details in Annex #5:

- Table Nº 31: "Warnings and alarms distributed to COLREDs and School Committees",
- Table Nº 32: "Equipment distributed to communities",
- Table Nº 33: "Equipment distributed to School Committees",
- Table Nº 34: "Equipment distributed to COMRED",
- Table Nº 35: "Equipment distributed to CODRED",
- Table Nº 36: "Detail of radio bases installed",
- Table Nº 37: "Detail of signalization."

### 6.3.2 Goods to be purchased. Describe the procedure to be followed for the awarding of contracts.

#### Goods that will be distributed to the Direct Beneficiaries

Item description	Quantity	Total cost in euros	FPA procedure to be followed	Derogation of the rule origin (Yes/No)	Final destination
<b>Response Kit</b> to adverse events in the community.	18 kits	€ 17,960.09	Negotiation procedure	YES.	Target Communities
Rope, shovel, hoe, lamp, other tools, first aid materials.			These products will be bought in different places. We will use our internal procedure for purchases	Some of these products are not produced in this country or its spare parts come from China, EU or Japan.	
<b>Signaling of evacuation routes</b> Basic materials for the signaling of evacuation routes. To help the community escape in case of a	18 kit	€ 500.00	Single bid	NO	Target Communities

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disaster.					
<b><u>Early Warning Systems</u></b> Basic materials and/or instruments for Community. To create Community Early Warning Systems in the communities.	1	€ 3,658.54	Single bid	YES Some of these products are not produced in this country or its spare parts come from China, EU or Japan	Target Communities
<b><u>Response Kit</u></b> to Guatemalan Red Cross Branch.	1 kit	€ 4,072.40	Single bid	YES.	Guatemalan Red Cross Branch Mazatenango
Figure-8 Descenders Rappel Rope Snap keepers with locks Petzel rescue helmets Pairs of leather gloves Grigri Porta Power Complete harness Unlocked snap keepers Rescue jackets Stretcher Rescue Lanterns Sphygmomanometer Bubble helmets	5 2 5 2 3 2 1 2 10 2 1 2 2 4	€ 152.44 € 949.89 € 84.38 € 239.47 € 71.22 € 116.73 € 118.47 € 657.43 € 116.41 € 307.10 € 499.45 € 311.53 € 31.04 € 416.85	We will use our internal procedure for purchases.	Some of these products are not produced in this country and/or its spare parts come from China, EU or Japan.	Guatemalan Red Cross Branch Mazatenango
<b><u>Educational material</u></b> For educational processes To make the learning process easier in the communities target group.	1 stock	€ 4,656.32	Negotiation procedure	NO	Target beneficiaries (communities, institutions, volunteers GRC)

The response and first aid kits, and those for signaling routes will be bought and distributed as the workshops for their use and proper management are carried out, guaranteeing greater sustainability and more efficiency in their use.

In the case of the materials, they are being quoted at this time, and next month they will be printed so they may be distributed and used in the communities and schools.

Regarding the EWS instruments, a field visit will be carried out in September with members of the SE-CONRED to evaluate the situation; after the analysis, the options will be analyzed for quoting, purchasing, installation, and training in the use and management of the selected instruments.

We observe the procedures and rules of the Annex "Framework Partnership Agreement for the Supplies, Works and Service Contracts" of the European Commission. As the value of the contracts will be below a certain total (work contracts < EUR 299,999, service contracts < 199,999, supply contracts < 29,999) a negotiation procedure like the one described in Annex V will be followed.

We need flexibility of the nationality and origin rules only for the purchase of radio communications system and the motorcycle for the following reasons:

- Technical communications systems in Guatemala are based on US technology and must be imported from the United States and purchased in Guatemala. Adapting European equipment would be impossible.
- The motorcycles in the local market are either from the United States or Japan; delivery and cheap and fast maintenance are guaranteed.
- Materials for the implementation of the small disaster mitigation and infrastructural works and the community response kit. Some products are not produced in this country or its spare parts come from China, EU or Japan

**"For the DIPECHO IV project we have applied for tax exemption, however this was denied. That is why tax costs are included in the costs. We will however try again to apply for tax exemption".**

During the course of the project, we have sent three letters to the Superintendence of Taxes (SAT) to request tax exemption. We have a copy of the refusal expressed in the letter we received.

We are awaiting a response to the second letter, sent with a third one expanding the information.

*Available the Copies SAT Response Letter (two files)*

*See details in Annex #5:*

- Table Nº 31: "Warnings and alarms distributed to COLREDs and School Committees"
- Table Nº 32: "Equipment distributed to communities"
- Table Nº 33: "Equipment distributed to School Committees"
- Table Nº 34: "Equipment distributed to COMRED"
- Table Nº 35: "Equipment distributed to CODRED"
- Table Nº 36: "Detail of radio bases installed",
- Table Nº 37: "Detail of signalization."

"

#### Goods that will be distributed to the Direct Beneficiaries

Item description	Quantity	Total cost in euros	FPA procedure to be followed	Derogation of the rule origin (Yes/No)	Final destination
<b>Response Kit</b> to adverse events in the community.	18 kits	€ <b>16,384.04</b>	Negotiation procedure	YES.	Target Communities

See Annex # 32.			These products will be bought in different places. We will use our internal procedure for purchases	Some of these products are not produced in this country or its spare parts come from China, EU or Japan.	
<b><u>Signaling of evacuation routes</u></b> Basic materials for the signaling of evacuation routes. See Annexes # 31 and 37.	18 kit	€ 2,982.72	Single bid	NO	Target Communities
<b><u>Emergency Communications System</u></b> Basic materials and/or instruments for Community. 18 radios handset 3 radio base 2 meteorological stations 2 Linímetros .	1	€ 3,658.54	Single bid	YES Some of these products are not produced in this country or its spare parts come from China, EU or Japan	Target Communities
<b><u>*Rescue Training</u></b> Guatemalan Red Cross Branch.	1 training	€ 2,780.80	Single bid	YES.	Guatemalan Red Cross Branch Mazatenango
<b><u>Educational material</u></b> Tales, Notebooks, banners, posters, riesgolandia, tec..	1 stock	€ 5,908.82	Negotiation procedure	NO	Target beneficiaries (communities, institutions, volunteers GRC)

\* With regard to equipment for the Mazatenango Red Cross Branch, this was purchased with funds from Guatemalan Red Cross headquarters and the project provided training to volunteers. Such training was provided by members of the Rescue Corps of the Salvadoran Red Cross

See details in Annex #5:

- Table Nº 31: "Warnings and alarms distributed to COLREDs and School Committees"
- Table Nº 32: "Equipment distributed to communities"

- Table Nº 33: "Equipment distributed to School Committees"
- Table Nº 34: "Equipment distributed to COMRED"
- Table Nº 35: "Equipment distributed to CODRED"
- Table Nº 36: "Detail of radio bases installed",
- Table Nº 37: "Detail of signalization."

6.3.3 If the operation requires the purchase of medicines and/or medical equipment: Do you have standard procedures for the purchase, handling and storage of these medicines/equipment?

Yes ☒ No ☐

The Guatemalan Red Cross will check the list for the purchase of basic first aid materials, and we follow the protocols for the basic equipment for first aid kits.

The Ministry of Health has recognized the Guatemalan Red Cross, and there exists an aval from the Ministry for the operations of the GRC in all national territory in the health area.

## **7. PERSPECTIVES OF THE HUMANITARIAN ORGANISATION IN TERMS OF LINKING RELIEF, REHABILITATION AND DEVELOPMENT**

### **7.1 This (or similar) operation is under way since**

The Guatemalan Red Cross and the Netherlands Red Cross both implemented different actions for assistance (since 1997), rehabilitation and reconstruction in the departments of Alta Verapaz and Peten that are exposed to high risks of hurricanes and floods. This work was co-ordinated with other members of the Red Cross Movement, municipal and departmental authorities, and the CONRED. These initiatives included Community strengthening to respond to future disasters in the area (hurricanes, floods, earthquakes, sliding and forest fires).

The PRRAC Project (Program for the Rehabilitation and Reconstruction of Central America sponsored by the European Community) focuses on Community Health of the communities in Alta Verapaz (Cobán) with initiatives for: Water & Sanitation, Community education in health care, better health practices, etc. This project has been completed by June, 2005.

Starting in January 2006, the Project "**Strengthening the Capacity to Mitigate Disasters in the Municipality of Coban and 30 Communities of the Chixoy River Basin**" is financed by DIPECHO IV and in consortium with the Spanish Red Cross.

### **7.2 Describe the expected level of sustainability**

The sustainability of the initiatives and processes implemented by the project are the responsibility of: a) The Community organization, b) Municipal and departmental governments, c) The Executive Secretary of the CONRED at the national level, and d) The Guatemalan Red Cross, Mazatenango delegation.

#### **The Community Organisation:**

The project will complement and strengthen the process for organizational strengthening of the communities at the Nahualate river basin. This process was initiated by Institutional and Governmental projects and initiatives several years ago. This allows the Community leaders and their organizational structure and leadership (Auxiliary mayors) to take over the responsibility and comply with the different commitments the project demands from them.

Thanks to the training received and their active participation in the Project, the authorities of Santo Domingo municipality and the COMRED will have, at the end of the project, a greater installed capacity (in knowledge and equipment) to monitor and support the COLREDS. The consolidation

of good practices during the process followed in these 18 communities will serve as a model (pilot project) to be replicated in the other communities of the Santo Domingo municipality.

The COLRED become an important axis of articulation of the system within the community and the municipal levels. Its task to diffuse the prevention and response plan, the disaster alert mechanisms, etc., turn them into a key factor for the sustainability of the actions. The project will support the COLREDs in this reproduction work through the joint accomplishment of demonstrative activities.

The “small mitigation and infrastructure communities’ projects” are generated based on the work that is done with the communities and will be identified during the VCA process, especially during the phase of the risks and vulnerability identification that will be done through a community participative diagnose. Providing a specific budget line for these small participation projects will allow technical and financial help in specific mitigation works that are identified with the communities responding to their specific necessities. Therefore, the following tasks are promoted: participative establishment of the Administrative Manual of the fund, signing of participative work agreements for the implementation of the small projects by the communities and the authorities involved, and the institutional follow up afterwards.

Most important of the process of the small participative projects is the promotion of the community participation and the opportunity to promote responsibility for and approval of the project by the beneficiaries. Additionally, the projects will help to improve the technical capacity in the communities regarding construction work and they promote the exchange of assistance between the different beneficiary communities.

It must be noted that the permanent social organization based on the indigenous culture characterizes the social responsibility assumed by the Community members, generating internal processes that demand maintenance and care of tools. Lastly, the project’s strong focus on the gender issue must create the space for women to be also part of the processes in the making of decisions, training them and ensuring that they are also signatories of all the project minutes and letters of commitment.

It is worth highlighting that the work in relatively young communities and formed by various groups makes collective integration more difficult, while at the same time, the sense of belonging and ownership of the environment is fragile, which translates to a certain apathy or neglect toward the development or self-management for conservation and preservation of the environment.

Things are different in those communities where residents have a longer time being there and see themselves as part of it as a group. This makes a significant difference in the participation and guarantee of sustainability of any development process.

The project was able to strengthen the organizational structure of communities. A greater empowerment in the management capacity of community leaders can be observed. In addition, the relationship with the communities continues through more visits by other programs of the Guatemalan Red Cross, such as AIEPI (Integral Attention to Prevalent Diseases During Childhood) and Health in Emergencies.

This will allow us to continue strengthening the communities and accompanying them in the development process of these areas.

#### **Municipal and departmental governments:**

The formulation of the Municipal Plan for Response shall demand a permanent commitment and participation of the entities linked to the municipality. The process of simulations and drills will integrate the members of the COMRED with the Community, generating demands from the civil society for compliance of municipal responsibilities. In finding the value generated by knowing the



risks and opportunities for the municipality, authorities shall find encouragement in maintaining and improving their plans.

Formal agreements for Governmental and Institutional commitment will be signed, backed up by municipal authorities. Departmental and national authorities shall assume the surveillance role and support to compliance.

The capacities installed with the human resource through their technical capabilities and the knowledge of their roles and responsibilities will allow organizational processes to be maintained and improved. In spite of the political risk generated in the public administration by the movement of officers, the participation of the entities forming the COMRED shall oblige respecting that technical level established.

As well, we will advocate for the municipality to consider including in the municipal budget a specific line for Disaster preparedness and mitigation.

We hope the relationship and support of the national, departmental, and municipal authorities continues after the September national elections and especially that the commitments of support and continuity expressed until now remain a part of their development policy toward a culture that reduces risk.

During the project's execution, the COMRED Office was opened. The rent of said office is paid by the new Municipal Mayor's Office administration and volunteer members of the COMRED carry out fundraising activities for the payment of basic services.

The project trained its active volunteer members and, upon conclusion of this report, the COMRED Coordinator has reported that 20 additional volunteers have joined the COMRED team. They will request more training to the Mazatenango Red Cross delegations and other institutions, as well as support to multiply lessons learned.

There is more motivation as a result of the rescue and office equipment that the project has donated, and they are working on internal regulations for the use of computer equipment, the motorcycle, the handling of files, etc. It has been agreed to share with them all our administrative, financial, and safety manuals for reference to draft their own.

**The Guatemalan Red Cross, Mazatenango Delegation and Central Headquarters:**

The project management structure (Technical Team, Technical Committee, Directive Committee) ensures a permanent spreading of information, methodologies and tools, during the project implementation, benefiting from the Learning process generated by the project with the Mazatenango Delegation, and this in turn at central level, with the Guatemalan Red Cross.

Strengthening its human resources shall improve the performance and initiatives conducted by the Mazatenango Delegation, allowing a better capacity for follow up of the activities and the agreements with the communities after the DIPECHO V support.

Likewise, permanent relations propitiated between the Red Cross and the SE-CONRED, generate a common interest with regards to the success and continuity of the project, provides responsible entities to fully assume the process of transition and delivery of the responsibility over the initiatives supported externally, without further complications. This in turn is accepted and encouraged by the benefiting Community.

At this time, the National Disaster Relief Secretariat of the Guatemalan Red Cross, through delegations located in the southwestern area, including Mazatenango, started its Health in

Emergencies Program with funds from the Norwegian Red Cross. The program covers six communities that we have assisted through Dipecho.

### 7.3 Continuum strategy

Instruments and methodologies replicable at local and municipal level will be implemented. These will be aimed at improving co-ordination mechanisms between the institutions in the COMRED system in Santo Domingo. The Community organizational capacity shall be strengthened improving its capacity for response and implementing small projects for relief and preparedness to disasters. Also, the COMRED system will be strengthened as well as the institutions that are part of it (including the Guatemalan Red Cross) in order to improve the response capacity of the COLREDS.

Integration of all of the above under the responsibility of the central and departmental Government in lieu of the direct action vested on them, is guaranteed through their close and direct linking with the project. The Red Cross actually assumes its role assisting public entities, generating and encouraging initiatives for change without duplicating responsibilities.

Additionally, the participation of the Civil Society in development processes shall be increased thanks to the structural strategies implemented in the country by the Government. This will make risk management an issue of interest and importance in public and Government administration.

To the Guatemalan Red Cross, its role and responsibility is permanent and it shall keep receiving support and institutional strengthening in order to improve its initiatives in this area, especially after Hurricane Stan. Thus enabling it to maintain and enhance its actions towards the benefited communities, applying the strategy implemented by the project, with the lessons learnt in other regions of the country.

Furthermore, it has been foreseen that the Netherlands Red Cross may support the Institutional strengthening process initiated in previous projects. This process focuses on the Guatemalan Red Cross capacity to identify, administering, implementing and assessing development projects with the purpose of contributing to the organizational and financial sustainability of the Guatemalan Red Cross. Additionally, the Netherlands Red Cross shall keep looking for opportunities for new development projects in the area over the coming years.

With the new program of the Guatemalan Red Cross entitled Health in Emergencies and other permanent programs, work will continue in the communities in order to contribute an added value to the preparedness and response subjects focused on health.

Now that the Dipecho project has concluded, preparedness activities and their follow up continue in the area.

## 8. MAINSTREAMING

### Gender:

Gender refers to the systematic integration of the respective needs, of both men and women into all aspects. One of the goals of the Gender Policy of the International Federation of the Red Cross and Red Crescent is to ensure that all Red Cross programmes benefit men and women equally, according to their different needs and with the input and equal participation of men and women at all levels. The Red Cross is committed to reduce vulnerability and strengthen the capacity of those individuals and communities most at risk to respond to future threats.

The project implies quite an important impact on the social, economic and cultural structure, and the issue of gender is mainstreamed and of the utmost importance in the development process. Relations between men and women, the position of women in the different social cultural and

economic systems in the area of intervention have an influence over the implementation and sustainability of projects.

There are different obstacles encountered with regards to gender equity in the project area of influence which are expressions of the traditional Guatemalan culture, extremely closed and not emancipated. The little participation of women, their lack of training and education, the social pressure, from women as well as from men, in lieu of the disruption of the traditional roles and the enhancing of participation, etc. are elements that must be considered in the project initiatives.

The project shall promote direct actions tending to improve women capacity to perform the responsibilities they have traditionally carried out in health care, nourishment, family safety and at home. The importance of the existing midwife structure is recognized and its position with regards to Community decisions shall be promoted. In the decisions to be made by the project and in reference to the management of economic resources, the participation of women assuming direct responsibilities shall be encouraged. Actions aimed at promoting oral communication among women shall be used as an informal Community educational tool.

### **Children and Teenagers**

Educational relations among women and children shall be encouraged, promoting messages of equity among boys and girls and of responsible and active participation of girls in the project initiatives. Likewise, messages of equity will be promoted and with regards to participation roles among young girls and boys in the Community.

No child labour shall be allowed in Community initiatives and informative parallel messages will be considered on the cultural and social value of young girls and boys.

### **Ethnic and Cultural Situation**

The ethnic composition is diverse in the project area of influence with the Ladino community being prevalent in 16 communities, members of the Mam ethnic group in 7, the Quiche ethnic group in 13, and other non-described groups in 3 communities. This situation demands work strategies in order to respect and integrate the indigenous culture and its social and Community organization with the project. Traditions shall be respected in the organization of Community meetings, special celebration dates and religious and cultural events. Many volunteers of Red Cross Branch belong themselves to the indigenous community and speak their language.

In the educational material, voluntary facilitators and employees of the project shall communicate in their native tongue and in Spanish, as the situation merits. The induction process shall emphasize respect to these aspects.

### **Environmental Situation**

The project shall promote and support actions executed for Forestry control and biodiversity care as the basis for disasters prevention and shall stress the communities' responsibility in the preservation of the environment. In educational processes on prevention, risk management and preparation of community maps, emphasis shall be given to the importance of the role played by the communities with regards to their environment.

Authorities and officers participating in the educational process shall be sensibilised with regard to their permanent responsibility towards the environment and on the incidence that the decisions they make will have on the long term, either in favor or against the environment.

In the strategy of awareness raising, climate change is one of our prioritised topics, as it has been one of the topics that has raised more interest in communities in the previous project. Despite it may seem to be a subject too technical and remote from community reality, if presented in an adequate manner it is a topic attractive to communities. There is a need to work on this topic as it will be more and more related to the occurrence and intensity of hydro meteorological hazards and therefore to the capacity of response that is required. It has also proven to be a proper mean to rise awareness about the need to protect environment.

### **Indicators to measure mainstreaming on gender and children:**

- ☒ Women and the men of all ages of the target population, receive information about the risk management project during all phases, which provides the opportunity for their input.

In the community assemblies and meetings, the average feminine participation is 32, while that of males was 19.

For the AVC workshops, we had an average participation of 30 women and 15 men (without including the two communities pending execution of this activity).

Similarly, the pilot training workshops that have been carried out in El Triunfo have seen an average participation of 35 women and 18 men.

- ☒ The formulation of the small infrastructure works for mitigation and/or preparedness, reflect the priorities, and the principal needs, concerns and values of the people (women as well as men) of all ages.

The behavior of this indicator will be observed through the execution of the micro projects; for now, the opinion of both groups has been very balanced and respectful with the proposal of ideas for mitigation and/or preparedness projects.

- ☒ Decision making in the community with regards to the carrying out of risk management actions is shared between women and men of all ages.

Currently, 40% of the COLRED members are women and one of them is the President of the COCODE of her community (Conrado de la Cruz). This can be seen with greater detail in Table #14. Similarly, the behavior of this indicator will be observed during the execution of the project.

#### Specific considerations

- ✓ Number of women and men involved in the Workshops.
- ✓ Number of women and men implicated in decisions concerning their needs and priorities.
- ✓ Number of women and men participating in the small works of preparedness/mitigation.
- ✓ Number of women and men members of the Committee and its response commissions.

An assessment of the environmental and ethnical situation will be included in the baseline study, in order to have realistic and useful indicators to measure the mainstreaming of these themes.

The project's statistics show the behavior of the participation of women and men, both in the project's activities and in the decision-making process for the prioritization of other topics: Microprojects, election of COLRED members, and working commissions, etc.

Although the participation of women in decision-making groups is still less than that of men, it is evident that the number of members has increased. The 18 COLREDS currently have a total of 171 members, 69 of which are women in different management posts. The increase has been significant compared to the twenty we found at the beginning of the project.

*For more information, see Annex #5:*

- Table Nº 18: "First Aid Training"
- Table Nº 19: "Training to First Response Community Teams"
- Table Nº 20: "Strengthening of COLRED"

- *Table N° 21: "COLRED organized"*
- *Table N° 22: "Analysis of Community Vulnerabilities and Capacities".*

## **9. VISIBILITY PLAN AND COMMUNICATION STRATEGY**

The visibility plan is considered and integrated with some specific actions. It has been drafted on the basis of the document "Communications and Visibility in Actions Financed by the Commission – revised version of September 2005," and the guidelines and regulations of the Red Cross and Red Crescent Movement as described in the "Manual for the use of the emblem in emergency operations" and "Red Cross emblem use regulations."

The plan is directed towards the following target groups and the public in general:

- The beneficiaries.
- Printed and audiovisual media and through them the general public.
- Governmental authorities, the contracted and volunteer staff of the Red Cross, the institutions and non-governmental organizations present in the project region.

The general guidelines that direct the visibility actions are summarized in:

- Article 5.1 of the Association Framework Agreement, and Articles 6.1; 6.2; 6.3; 6.4 and 6.5 of the General Conditions.
- The references made to the European Community contributions indicating the amount in Euros.
- The Humanitarian Aid DG will be visually identified with the European Community logo according to the technical specifications on the web page of the Humanitarian Aid DG. The same size will be used for the Red Cross symbols.
- The Commission has the right to publish basic information about the project mentioning the following data:
  - Official name and address of the humanitarian organization.
  - Objective of the agreement of concession of the grant.
  - Assigned amount and percentage of total cost that the financing represents

All actions related to visibility considered in the project will follow the standards set by the European Union in terms of colours, proportional sizes and the adequate use of symbols of ECHO and the Red Cross. Maximum visibility of the cooperation financed by ECHO will be maintained, and the origin of the funds will be explained to beneficiaries and local authorities.

### **Printed educational material**

All printed education materials will include the relevant logos, mentioning the specific financial support received from the European Union.

### **Printed Educational Material**

The following AVC tools have been printed:

- ✓ Formula of Risk (3 vinyl banners printed in color with the following dimensions: 1.5 meters long and 1 meter wide)
- ✓ Community Maps of Threats and Vulnerabilities (2 vinyl banners printed in color with the following dimensions: 1.5 meters long and 1 meter wide)
- ✓ Community Maps of Capacities and Resources (2 vinyl banners printed in color with the following dimensions: 1.5 meters long and 1 meter wide)

All the printed educational material and that which will be printed in the future, clearly carry the name of the project, the agreement number for funding, the logo of the European

Commission and the Red Cross societies that are executing, counseling, and supporting the project financially.

More important than the logos exposed throughout the educational material, was explaining to people the meaning of the same.

You can see an example of the printed materials in the annex #12: "Notebook front cover"

#### **Inaugurations and public events**

The venue where inaugurations and public events are held will be adequately identified. At the beginning of all such activities a reference will be made to the support received by ECHO, explaining its mission and presence in the region, with reference to the cooperation of the European Union.

Depending on the type of event, the ECHO office will be contacted beforehand to extend invitation to an ECHO representative.

For the official presentation of the project, the main local media, municipal authorities at the level of Mazatenango and Santo Domingo Suchitepéquez, and representatives of the 18 communities in the project were invited to the city of Mazatenango.

In the event, the anthem of the European Commission and the National Anthem of Guatemala were heard; the flag of the European Commission was displayed in the stand.

Starting from there, in all events at the municipal and departmental level, the flags of Guatemala, the European Commission, and the Red Cross are displayed in a preferential place.

In addition, the banners identifying the project, its donor organization, and the executing and co-financing organizations are always placed in visible places. To that effect, 4 vinyl banners have been printed: 2 with a dimension of 2.5 meters Wide by 1 meter tall, and 2 with a dimension of 1.35 meters wide and 0.75 meters tall.

In the beginning and the end of every activity, reference is made to the support received from ECHO, explaining its mission in reference to the European Commission and the fundamental principles and mission of the Red Cross Movement are explained

For the visibility of the project, it was very important to mention the source of funds, as well as executing agencies. It also helped to clarify that the allocation of funds is independent of national or municipal government funds.

#### **Identification in the beneficiary communities**

Signs will be placed in a visible location at the entrance of each urban district, including the following information:

- number of beneficiaries
- location
- financial contribution
- the ECHO logo
- The Red Cross logo

In the entrance to each community participating in the project, there are plans to install signposts that identify and specify details of the cooperation and assistance being provided,



specifically in the case of the micro projects. This included: the number of beneficiaries, the location, the financial contribution, the ECHO logo, and the Red Cross emblem.

#### **Identification of project personnel and volunteers**

All project personnel and volunteers will be provided with shirts, caps, vests and rucksacks marked with the logos of ECHO and the Red Cross (also used for security reasons).

All personnel, executing the project activities, were properly identified with T-shirts with the logos of the project, the European Commission and Red Cross.

#### **Public Awareness Raising Campaign**

The communications and information department of CRG will regularly send out press releases.

Radio advertisements will be recorded for regular transmission on the most popular radio stations in the area. These advertisements will transmit key messages related to disaster preparedness and the dissemination of the project activities and will mention ECHO/European Commission as the donor.

The awareness spots have been edited in two versions, one for adults and another for children. They are broadcast regularly in a local radio station, and in the end, they mention the European Commission as the main donor of the project and the other cooperating partners as executors.

#### **Photographic material**

The purchase of digital camera equipment will facilitate keeping track of the history of the project and producing reports, printed materials and press releases.

A digital camera is available to help store the graphic record of project activities. This photographic file has helped in the production of reports and the printed material for diffusion.

The project has available photographs of activities showing how the visibility of donors and implementers was handled. Some of these photographs have been shared with Virginie André, in one of her visits to Guatemala

#### **Display panels**

In each urban district, various explanatory panels will be placed that show the risk map for the community and give key messages related to the community plan. In this simple and visual way, the key messages will remain in the community even after the project has ended.

The **visibility actions framework** is the following:

<i>Visibility tool</i>	<i>Target population</i>
T-shirts with EU/ECHO logo and Red Cross logo for the local staff and CODEL members.	Local staff, beneficiary communities, authorities
Vests with EU/ECHO logo and Red Cross logo for the local staff.	Local staff, beneficiary communities, authorities
Caps with EU/ECHO logo and Red Cross logo for the local staff.	Local staff, beneficiary communities, authorities
Stickers (for equipment, office, cars) with EU/ECHO logo and Red Cross logo.	Local staff, beneficiary communities, authorities
Identifications panel with EU/ECHO logo and Red Cross logo.	Population of the urban districts involved
Projects summary in the website of IFRC and	All people using the website of RC National



the RC Societies involved in the project.	Societies and IFRC.
Inauguration and public acts with the participation of an ECHO representative	Local staff, foreign staff, beneficiary communities, authorities
Press conference inviting press, radio and TV journalists	All people using the media communications in the country
Banners used in the different project activities, with EU/ECHO logo and Red Cross logo	Beneficiary communities
Brochures with a summary of the project with EU/ECHO logo and Red Cross logo	Beneficiary communities

Since the number of volunteers is larger than expected, more t-shirts and polo shirts were manufactured; in compensation, jackets and vests will not be made, a good option considering the area's warm climate.

<b>Quantity</b>	<b>Visibility tool</b>
500	T-shirts with EU/ECHO logo and Red Cross logo for the local staff
60	Shirt Polo style with EU/ECHO logo and Red Cross logo for the local staff.
1	UE Flag (to use in relevant events)
4	Banners used in the different project activities, with EU/ECHO logo and Red Cross logo Banners
1,000	Stickers (for equipment, office, cars) with EU/ECHO logo and Red Cross logo.
1,000	Brochures with EU/ECHO logo and Red Cross logo, and information about the project
800	CD with information about the donors and the project.
5	Inauguration and public acts with the participation of an ECHO representative
Various	Press conference inviting press, radio and TV journalists

#### PROJECT ACTIONS WITH VISIBILITY IMPACT:

1. Educative paper material
2. Photographic material
3. Explication panels
4. Raising awareness activities and campaigns
5. Brochures for dissemination of community EWS
6. Forum about legal framework on DRR
7. Coordination events with DRR institutions

#### Indicators to measure the Impact:

- ☒ Women and the men of all ages of the target population, receive information about the project and its donors through workshops and other means (printed/visual).

In the workshops, the origin of the funds is explained and printed vinyl banners are placed with the name of the project and the donors. In addition, everyone in the technical team and the volunteer corps wears the appropriate identification with a project t-shirt.

In one of the visits by ECHO field experts, Mr. Sergio Lacambra asked whether the recipient knew about the origin of the funds and the meaning of the blue flag with yellow stars. One of the ladies, present by his visit, mentioned that it came from the European People.

During all the training, workshops, sessions and meetings with the population as well as in

schools, the population was provided with information about the origin of project funds. This allowed that beneficiaries were always clear on this issue.

- ☒ Institution's personnel receive information about the project and its donors, through correspondence, workshops, and other means (printed/visual)

In addition, the banners are placed in all monthly coordination meetings and in the workshops imparted. At the beginning and/or end of these sessions, the origin of the funds and the executing agency are mentioned again.

For the formal and training events, the following flags were manufactured:

- Republic of Guatemala.
- European Union.
- Red Cross.

- ☒ Public in the department is exposed at educative messages about risk management, the project and its donors.

The radio spots broadcast daily also offer information on the origin of the funds and the executing organization.

During project implementation, in addition to the radio spots, other media (Local TV Channels) gave wide coverage to the activities of the project, interviews were made with project staff, as well as community beneficiaries and municipal and departmental authorities.

- ☒ Public in the website is exposed at messages about the project activities, the ranges, donors, publicity campaigns, and the key messages.

In the first days of the project, we will contact the department of visibility in ECHO's office to adapt the visibility plan, to explain better what we are going to do during the project and to receive recommendations from them about it.

The project already has a Visibility Plan, revised by the department of visibility of the ECHO office in Nicaragua. In addition, some articles have been published regarding the project activities on the CRG's website.

Diverse Project information was published on various websites, such as Redhum and IFRC.

## **10. FIELD COORDINATION AND LOCAL IMPLEMENTING PARTNERS**

### **10.1 National and local authorities**

The Executive Secretariat of the National Coordinator for Disasters Reduction (SE-CONRED) as the entity coordinating the integrated system for handling of emergencies at the national level, has participated since the process of diagnoses and proposal analysis, officially supporting it (see attached letter).

This initiative implies an active and permanent participation of the offices affiliated to the CONRED during and after the implementation process, in order to guarantee its sustainability. Technical personnel of the Executive Secretariat of the CONRED at the national level, and its delegates at the Regional VI headquarters shall work closely in all the activities proposed and are partners in the making of decisions at technical and political level. Local and departmental authorities, the Municipality of Santo Domingo among others, the representation from the Ministries of Health and Education at municipal

and departmental level, and the Governor of the department of Department of Suchitepequez have also expressed their support and agreement to the project.

The Netherlands Red Cross carries out all its activities and projects in support to the National Development Plan of the Guatemalan Red Cross and the priorities established in the plan. It has facilitated the participative preparation of the current proposal with the different National Secretariats involved and the authorities of the Mazatenango Delegation. This participative process consolidates the commitment of the Guatemalan Red Cross with the success of the project in the communities.

The Spanish Red Cross, as a partner in the project, also supports it and assumes responsibility in its technical management, based on its experience at the DIPECHO III and DIPECHO IV, providing counselling for field activities and financially supporting co-participation.

The proposal harmonizes and perfectly complies with the recommendations and integrates all the parties responsible for Risk Management in Guatemala, in the department of Suchitepequez and in the Municipality of Santo Domingo, involving them completely with the communities of the Nahualate basin and Sesecapa Lagoon area of influence. The proposal also allows these two recommendations to be integrated from the communities, as parties of the Guatemalan society, interacting with Governmental circles, contributing to the compliance of the conclusions.

## **10.2 Field co-ordination fora**

For the project co-ordination a management structure shall be applied, one that allows the adequate follow up and monitoring, increases transparency, improves sustainability, co-ordination and institutional participation. This structure is implemented successfully in the USIHA project (local initiative financed within the PRRAC call for proposals by the EU). The structure is formed by:

### **Directive Committee.**

Integrated by the President and the General Director of the Guatemalan Red Cross, a representative from the CONRED Executive Secretariat at national level, the President of the Guatemalan Red Cross Mazatenango Delegation, a Representative of the Netherlands Red Cross and one representative from the Spanish Red Cross. This Committee meets quarterly and approves operational plans, provides political counselling, approves technical modifications proposed by the Technical Committee and watches over the project impact.

### **The Technical Committee:**

Conformed by the President of the Guatemalan Red Cross, Mazatenango Delegation, the Project coordinator, the National Secretariat for Planning and Projects of the Guatemalan Red Cross, The National Disasters coordinator of the Guatemalan Red Cross, a Representative of the CONRED Executive Secretariat at departmental level, a representative of the Netherlands Red Cross and a representative of the Spanish Red Cross. The Technical Committee meets monthly and watches over the efficient compliance of the expected results proposed by the project, provides technical counselling, proposes technical modifications to the project to the Directive Committee and revises and modifies Quarterly Operative Plans.

### **The Technical Team:**

This is under the authority of the Project Coordinator and receives the support from the Netherlands Red Cross and the President of the Delegation of the Guatemalan Red Cross at Mazatenango, for the project daily decision making. In the area of influence the Technical Team co-ordinates its activities with the project Surveillance Committees and local authorities.

### 10.3 Implementing partner(s)

#### 10.3.1 Name and address of implementing partner(s)

Name of the local partner: Cruz Roja Guatemalteca  
Address: 3 calle, 8-40, zona 1, Guatemala Ciudad,  
Guatemala, CA.  
Telephone: (+502) – 2203848, (+502) – 2324649  
Fax: (+502) 232-4649  
E-mail: [crg@inteln.net.gt](mailto:crg@inteln.net.gt)

Name of local partner: CONRED  
Address: Av. Hinacpié 21-72, Zona 13  
Guatemala, 01013, C.A.  
Telephone: (+502) 385-4144  
Fax: (+502) 385-2517

#### 10.3.2. Role of implementing partner(s) in this operation

The project complies with: the bylaws of the Guatemalan Red Cross (CRG), the Regulations for the CRG Delegations and the Agreement for Cooperation of the Movement in Guatemala which regulates the internal co-ordination. This framework implies: a) The CRG is responsible for the project quality management and for technical assistance, b) the CRG implements control measures, financial balance and audits, c) delegations are responsible for rendering of accounts to the population, d) the SNP's facilitate the process of project implementation and provide follow up to it.

The Guatemalan Red Cross has the predominant operational role in putting the project into practice, providing additional infrastructure and human resources (voluntary Corps) to achieve the objectives proposed. The co-ordination of activities shall depend on the Guatemalan Red Cross and it shall work closely with the CONRED National Secretariat, to the shelter of Decree 109-96 which constitutes the legal basis of the CONRED interventions, establishing the mechanisms, procedures and norms for disasters reduction.

The work of the CRG, with support from the NLRC is coordinating the operations and management of activities proposed for the project through its delegation located in Mazatenango (Suchitepequez) which complies with all the rules established in the Bylaws and the Regulations for CRG Delegations.

Volunteers of the Guatemalan Red Cross at its Mazatenango Delegation are one of the most important human resources for the training and education process in the project area of influence.

#### 10.3.3 Type of relationship with implementing partner(s)

The Guatemalan, the Netherlands and Spanish Red Cross are part of the Red Cross International Movement, which means that they work in favor of the vulnerable people in Guatemala under the 7 fundamental principles of the organization; Humanity, Impartiality, Neutrality, Independence, Voluntary Character, Unity and Universality. The support received by the Guatemalan Red Cross from the Netherlands and Spanish Red Cross is bilateral, and it comes in terms of technical and financial assistance in development projects in favour of the vulnerable people in Guatemala.

The SE-CONRED is the principal key actor. Through its structure (CODRED, COMRED and COLRED), we are going to work with the target communities. At the same time, they are the maximum authority to coordinate in emergency cases, and the official partner for EWS and communications for disasters in the country.

#### 10.3.4 History of previous collaboration with implementing partner(s)

Projects facilitated by the Netherlands Red Cross with the local partner:

- A. Human Development (199-). "Activities focused on improving the quality of life" through the Federation, location: Department of Alta Verapaz, Jurisdiction of Secocpur.
- B. CHACA - the Netherlands Cooperation for Aid to Central America: from 1999 through 2002. "Supporting the Reconstruction and Rehabilitation of departments of Alta Verapaz and Peten, Guatemala" (4.750 people).
- C. PRRAC/G/SU/03/062: (2004-2005) Usi-Ha': "Assistance to preventive health, water and sanitation in 12 communities in the Department of Alta Verapaz, Guatemala" (3.800 people)
- D. DIPECHO IV (2005) "Strengthening the Capacity to Mitigate Disasters in the Municipality of Cobán and 30 Communities of the Chixoy River Basin". Guatemala, Department of Alta Verapaz, Municipality Cobán".
- E. "Strengthening capacities to cope with risks related to climate change" (2006-2007) The project is being implemented in 10 communities of the Department of Chiquimula.

10.3.5 Name and title of the person(s) authorised to represent the implementing partner(s) with regard to this operation

- **Mrs. Annabella Folgar de Roca, National President.**
- **Lic. Joaquín Tahuico, National Secretary for Planning and Projects.**

10.4 Contractor(s) and procedure envisaged for the award of contracts

10.4.1 Name and address of contractor(s)

10.4.2 Role of contractor(s) in implementing this operation

10.4.3 Describe the procedure followed for the selection of contractor(s)

The project will execute the next services contract, according to FPA Annex Rules and Procedures applicable to services, supplies and work contract:

Description of the contract	Name of the contractor	Amount in euros	FPA procedure to be followed	Derogation of the rule of nationality (Yes/No)
Consultant for a Base Line Study	Olga Consuelo López	€ 6,953.19	A negotiation procedure with at least 4 choices.	No
Consultant for a Risk Study	Yojana Miner	€7,693.25	A negotiation procedure with at least 4 choices.	No
Consultant for a Diagnose Early Warning System (Diagnostic and installation of Emergency Communications System)	Rolando Cabrera	€ 3,422.27	A single bid procedure	No
Installation of meteorological stations	Sergio Cabañas	€ 574.00	A single bid procedure	No
External Evaluation	Grupo Cambios	€ 4,154.26	A single bid procedure. With at least 4 choices (Internal administrative procedure)	No

Services contract for the strengthening of First Response Community Teams	Sergio de León	€ 2,182.03	A single bid procedure	No
	Reginaldo Caal	€ 801.18		
	Diven Ruano	€ 801.18		

In the case of little community projects (prevention and/or mitigation), we will have assistance from the Municipality. If other professionals for the little projects are necessary, the estimated costs are include in the article 01.08.01 and/or 01.08.03. Anyone will be to hide than € 5,000.00.

## 11. FINANCIAL INFORMATION

- 11.1 Total budget of the operation: € 396,767
- 11.2 Contribution requested from European Community: € 310.000  
Percentage of the total amount: 78.13%
- 11.3 Co-financing:
- 11.3.1 Indicate your own contribution:
- Netherlands Red Cross € 57,845.00
- Spanish Red Cross € 28,922.00
- 11.4.1 Contributions by other donors:
- 11.4 Pre-financing requested from European Community: € 155.000  
Percentage of the total EC contribution: 50 %
- 11.5 Eligibility of expenditures, date: 10 January 2007  
(4.3) Start date of the operation: 01 February 2007

11.5.1 If the operation has already started explain the reason that justifies that situation:

- Primary emergency operation ☐
- Emergency operation ☐
- Other ☐

Please elaborate:

11.5.2 If the eligibility date of expenditure precedes the start date of the operation please justify this request

Note: The first month will be used to install the office, for selection and contracts of the personnel, office purchase, office installation service, etc.

The operation in the field will start at the beginning of the second month.

## 12. ADMINISTRATIVE INFORMATION

### 12.1 Humanitarian organisation's official name, address, phone/fax n°

Official Name: Nederlandse Rode Kruis (NRK)  
Address: Leeghwaterplein 27  
2521 CV, The Hague  
Mailing address: P.O. Box 28120, 2502 KC, The Hague

**12.2 ECHO FPA number, (if applicable)**

number, 3-148

**12.3 Name and title of legal representative**

Mr. A. A. Huijzer, Head of International Department

**12.4 Name, telephone, fax and e-mail of desk officer at HQ**

Name: Mr. Bas van der Steld  
Telephone: +31 70 4455 812  
Fax: +31 70 4455 751  
Email: [bvandersteld@redcross.nl](mailto:bvandersteld@redcross.nl)

Name: George Rots  
Telephone: +31 70 4455 796  
Fax: +31 70 4455 751  
Email: [georger@redcross.nl](mailto:georger@redcross.nl)

**12.5 Name, telephone, fax and e-mail of the representative in the country of operation**

Name: Juan Alvaro Ruiz Madrid, Representante Regional para CA  
Telephone: +504 23 54 273  
Fax: +504 23 54 273  
Email: [jaruiz@cuzrojaholandesa.org](mailto:jaruiz@cuzrojaholandesa.org)

Name: Esther Barend  
Telephone: +502 57 568238  
Email: [ebarend@cuzrojaholandesa.org](mailto:ebarend@cuzrojaholandesa.org)

Name: Alfredo Stangelaar, Representante Regional para CA  
Telephone: +504 23 54 273  
Fax: +504 23 54 273  
Email: [astangelaar@cuzrojaholandesa.org](mailto:astangelaar@cuzrojaholandesa.org)

Name: Alexei Castro, Delegado Gestión de Riesgos  
Telephone: +502 2230 3583  
Fax: +502 2253 6549  
Email: [acastro@cuzrojaholandesa.org](mailto:acastro@cuzrojaholandesa.org)

**12.6 Bank account**

- Name of bank:  
ABN-AMRO Bank
- Address of branch:  
Kneuterdijk 8, PO Box 165, 2501 AP, The Hague
- Precise denomination of the account holder:  
Vereniging het Nederkandse Rode Kruis
- Full account number (including bank codes):



42 12 69 722

- IBAN account code, (or BIC country code if the IBAN code does not apply):  
NL49ABN0421469722

### **13. CONCLUSIONS AND PARTNER'S COMMENTS**

The Netherlands Red Cross, in consortium with the Spanish Red Cross and the Guatemalan Red Cross as a local partner, concluded the project "DIPECHO IV (2005) "Strengthening the Capacity to Mitigate Disasters in the Municipality of Cobán and 30 Communities of the Chixoy River Basin". Guatemala, Department of Alta Verapaz, Municipality Cobán" with very good results in the communities, with lessons learned, and best practices that we wish to replicate in the Municipality of Santo Domingo, Suchitepequez and the 18 communities assessed and evaluated.

Inside the Red Cross Movement, the DIPECHO V call has also signified another step towards the fulfilling of our principle of Universality, which states that all National Societies have equal status and share equal responsibilities and duties in helping each other. The Central American NSs and the three European NSs and the IFRC as DIPECHO partners have worked jointly, trying to show how cooperation work increases the quality of the expected results. The thorough coordinated process for the design of the five proposals the Movement is submitting to this call was acknowledged by ECHO representatives.

For the communities that live daily with the flooding caused by the Nahualate River and the municipal authorities that form the COMRED, this proposal means a great opportunity and a challenge for the future. The activities directed to the COLREDs will give them a greater response capacity after their "knowing, recognizing, and acting" processes in each of the basic community aspects necessary for an adequate risk management with a community focus. In addition, the promotion of the campaigns "The Reduction of Risk Begins in School" and the celebration of "World Disaster Reduction Day", promoted at the regional level by the IERD, will bring the communities closer to a global concern, making them feel part of a problem that affects every country without distinctions.

For the Netherlands Red Cross, this proposal means the opportunity to consolidate a long-term cooperation process with the Movement in Guatemala, 10 years after having begun activities in the country. Transferring the experiences learned in Alta Verapaz, in the region of Coban, to the department of Suchitepequez with this project, as well as to the department of Chiquimula with the project "Climate Change and Community Risk Management" establishes a new stage in the horizontal cooperation that we carry out with our country partner, the Guatemalan Red Cross.

#### **✎ About the communities:**

The strengthening of technical capacities was of vital importance, mostly because this process entailed the strengthening of management capacities of community leaders. This awoke their interest and promoted the active participation of all stakeholders.

The project promoted community participation at all levels: children, youth, women, men, leaders, teachers, thus improving (and in some cases creating) disaster response community networks.

The project's sustainability is favored by the following: The community networks are assuming their new roles assigned with responsibility and commitment; there is political willingness from municipal authorities, who have even provided support through the budget for the COMRED office; and the presence of Red Cross programs in said communities.

The teaching-learning process becomes effective and legitimate when it starts from what people know and practice. In addition, there is a substantial difference in the groups of inhabitants, which makes the models applied and good practices easier to replicate.

### **About the institutions**

The technical strengthening and support provided through response and office equipment will facilitate the preparedness and response processes. In addition, this will strengthen bonds among stakeholders, because the equipment and materials distributed complement each other.

It is important for institutions and entities to assume their roles and responsibilities right from the start and to clearly establish the limits of the decision-making process within the framework of this type of operations. This will guarantee their mutual respect and joint work for the achievement of the objectives established.

### **About the relationship between communities and institutions**

The good coordination and relationships promoted by the project among all municipal and departmental institutions were of vital importance so as to prevent adverse effects on the process as a result of the change of government, authorities, and staff at all levels.

It is imperative to strengthen the bonds between communities and the relevant institutions right from the start, taking care of the spaces and responsibilities of each of the stakeholders. In this way, actions will respond to agreed, not imposed, processes with solutions resulting from a common understanding.

GLOSSARY		
Nº	Siglas	Significado
1	AIEPI	Atención Integral a Enfermedades Prevalentes en la Infancia. [Integral Attention to Diseases Prevalent in Infants]
2	AVC	Análisis de Vulnerabilidades y Capacidades. [Analysis of Vulnerabilities and Capacities]
3	CE	Comisión Europea. [European Commission]
4	CEPREDENAC	Centro de Prevención de Desastres Naturales en América Central. [Center for the Prevention of Natural Disasters in Central America]
5	CODEL	Comité de Desarrollo Local. [Local Development Committee]
6	CODRED	Coordinadora Departamental para la Reducción de Desastres. [Departmental Coordinator for Disaster Reduction]
7	COE	Centro de Operaciones de Emergencia. [Emergency Operations Center]
8	COEDUCA	Comité de Educación. [Education Committee]
9	COLRED	Coordinadora Local para la Reducción de Desastres. [Local Coordinator for Disaster Reduction]
10	COMRED	Coordinadora Municipal para la Reducción de Desastres. [Municipal Coordinator for Disaster Reduction]
11	CONRED	Coordinadora Nacional para la Reducción de Desastres. [National Coordinator for Disaster Reduction]
12	CR	Cruz Roja. [Red Cross]
13	CRE	Cruz Roja Española. [Spanish Red Cross]
14	CRG	Cruz Roja Guatemalteca. [Guatemalan Red Cross]
15	CRS	Catholic Relief Service.
16	EDAN	Evaluación de Daños y Análisis de Necesidades. [Evaluation of Damages and Analysis of Needs]
17	FICR	Federación Internacional de Cruz Roja. [International Federation of the Red Cross]
18	FUNDAZUCAR	Fundación del Azúcar. [Sugar Foundation]
19	INSIVUMEH	Instituto Nacional de Sismología Vulcanología, Meteorología e Hidrología, [National Seismology, Vulcanology, Meteorology, and Hydrology Institute]
20	MINEDUC	Ministerio de Educación. [Ministry of Education]
21	NLRC	Cruz Roja Holandesa. [Netherlands Red Cross]
22	PREVDA	Programa Regional de Reducción a la Vulnerabilidad. [Regional Program for Vulnerability Reduction]
23	PRONADE	Programa Nacional de Educación. [National Education Program]
24	SAT/EWS	Sistema de Alerta Temprana/ [Early Warning System]
25	SCI	Sistema de Comando de Incidencia. [Incidente Command System]
26	SE-CONRED	Secretaría Ejecutiva de la Coordinadora Nacional para la Reducción de Desastres. [Executive Secretariat of the National Coordinator for Disaster Reduction]
27	SICA	Sistema de Integración de Centro América. [Central American Integration System]