

Generally speaking, the further down in the logistical flow, the smaller the required vehicles will be. The transportation means will usually start with ships, trains or aircraft, through big trucks with trailers or semi-trailers, to smaller trucks or even smaller 4x4 vehicles.

8.2.4 Required Facilities and Equipment

The following function will form part of the logistical system, while several facilities will be required to support these functions:

Table 9: Logistical functions and facilities

Logistical Functions	Logistical Facilities
• Management; • Central support; • Procurement; • Port clearance; • Warehouse/storage; • Transport; • Scheduling; • Communications; • Commodity control; and • Distribution control.	• Offices and administrative equipment; • Warehouses at various levels; • Fuel and spares stores; • Workshops; • Vehicle parks; • Vehicles for management staff; • Fleets of trucks; • Special vehicles such as cranes, tankers and cargo-handling machines; • Communications equipment; and • Accommodations.

These functions and facilities should be taken into account when developing a logistical plan.

8.2.5 Role Players in Logistics

A number of role-players are involved in the logistical process and should be considered in the logistical planning process. Some of the role-players involved in emergencies include:

- **Multilateral agencies:** In general terms, these are organizations formed by several governments and include disaster assistance among their objectives, such as the United Nations. Their collaboration is generally focused on technical assistance related to the issues dealt with by their different agencies, sending of consultants and experts on these topics, and support to look for and channel assistance resources for the affected country. Multilateral agencies can often provide valuable expertise and support in terms of logistical processes.
- **Neighbouring communities or regions:** It is common to have contributions in kind and spontaneous volunteers from municipalities neighbouring the affected area.
- **National or local government of the affected region or country:** A major event usually brings about the intervention not only of the national authority on disasters but also of other governmental institutions. This is especially the case with logistics, where a range of different role players need to coordinate activities to ensure the availability, storage, transportation and delivery of goods or people. A key role-player in this regard will include border control / customs departments, who needs to ensure the swift processing and transportation of goods through the relevant ports of entry.

- **Military organizations:** Usually they have a wide supply of equipment and experience that may be used to support logistic operations. These include means of transportation, manpower, bridge and road construction, etc. However, the use of this resource must be carefully appraised whenever the army is an active participant in a conflict, as in these cases it may be unwise to use it for security reasons.
- **Non-governmental organizations (NGO):** These may be national or international and include religious and social organizations. The abilities, experience, and resources are usually very varied. There are international NGOs specializing in emergencies and with appropriate intervention skills and resources.
- **Specialized institutions:** These groups may provide crucial technical assistance to deal with specific issues, such as vulnerability analysis, risk mitigation, needs assessment, or other more practical issues such as water quality, medical supply management, etc.
- **The private and commercial sector, national and international:** This section may become involved at different levels ranging from donations to contracting their specialized services (transportation, storage room renting, equipment manufacturing, etc.).
- **Local population:** The inhabitants of the disaster area are the first to provide aid and who also assist with contributions in kind for the victims. The role of local populations, familiar with the affected area, should not be underestimated.

8.2.6 The Logistical Plan

Planning and preparedness are vital to establish an adequate logistics system. This planning should be based on good knowledge of the geographic, social, political, and physical context in which the operations are to be implemented. After a suitable plan has been compiled, it is also important to ensure effective implementation through the required operations plan. The plan should respond to the following questions with clear, detailed answers:

- Which tasks are to be performed? How do they relate to other activities, and what is the sequence for their implementation?
- Who are responsible for these tasks? (List specific organizations/departments).
- Who will be in charge of the global coordination of the logistics system?
- Which resources will be necessary? How and where will they be acquired?
- Which alternative actions will be implemented in case the defined system breaks down?
- Special procurement process that can be affected by existing procurement-related legislation.

9. Chapter 9: Testing and review of the plan

9.1 Evaluation of response and contingency planning

An assessment or evaluation of the response efforts of the various departments and role-players. The results from the assessment will be used to determine the overall impact of the event on the Municipality, identify gaps in the current disaster contingency plans, and also identify suitable improvements required to increase the resilience of the Municipality to disasters or extreme events.

This should be achieved by performing an analysis of the response efforts of the various departments and role-players after a disaster event. This can be achieved by firstly recapping the events according to records kept during the occurrence. Study among others the following:

- How was decision making? What needs to change to make this effective?
- Were the resources adequate or were gaps identified?
- Were the contingencies adequate, or do they need to be revised?
- How was communication? Was gaps or problems identified?

- What is the standard of personnel, were there gaps that need to be addressed through training?

This emphasises the need for simulations and exercises, especially to evaluate response before the occurrence of major incidents or Disaster.

9.2 Integrated reporting, monitoring and evaluation

Section 48 of the Disaster Management Act requires that the Ndlambe Local Municipal Disaster Management Centre / Office in conjunction with Sarah Baartman District Disaster Management Centre must monitor compliance in terms of Section 52 and Section 53 of the Disaster Management Act. The Sundays River Valley Local Municipal Disaster Management Centre / Office must also report on these monitoring initiatives.

Taking into consideration the requirements of the National Disaster Management Framework, the following approach will be followed in this regard:

- Taking cognisance of the KPIs defined in the Sarah Baartman Disaster Management Framework
- Reviewing the results of disasters and major incidents in areas where these have occurred and developing contingency arrangements in the interim from lessons learned. This is a simplified example and does not aim to replace any formal reporting templates prescribed by the District, Provincial and or National Disaster Management Centre.
- Conducting rehearsal and simulation exercises.
- Constant progress reporting to the District, Provincial and National Disaster Management Centre, as may be required by these institutions and reports to the Municipal Council as required by Council.

Disaster Incident Reporting will occur in the formats prescribed by the Municipality and/or Provincial Disaster Management Centres externally and in the formats required by the Municipal Council internally. The Director Community Services should have direct access and report to the Municipal Manager in the case of a major incident or disaster. Integrated reporting, monitoring and evaluation

9.2.1 Seminars

Seminars can be used to discuss a topic or a number of topics in a group format. This can be used as a brainstorming session where a hazard, risk or the occurrence of a disaster is discussed, and important discussion points noted for incorporation into contingency and other plans.

What is also important is that a "disaster risk reduction" mindset be facilitated by participation in a seminar. The advantage of seminars is that they have little or no cost and can be conducted on regular basis. A short seminar can, for example, be conducted at the end of any meeting where relevant stakeholders are present.

9.2.2 Simulations exercises and drills

To respond effectively to the impact of disasters it is necessary to have a preparedness and response plan to facilitate organised and coordinated actions during an event. Plans are not theoretical exercises: they must be tested frequently so that they can be evaluated, adapted, and updated before and after an actual event.

Simulation exercises and drills are among the most useful tools for evaluating and testing these plans, and they have been used systematically over the years by organisations that work in disaster preparedness and response. They are also excellent tools for training, for evaluating tools and procedures, for decision making exercises, for developing teamwork, and for internal and external coordination.

9.2.2.1 Simulations

A simulation is a tabletop exercise that recreates a hypothetical disaster scenario where a group of participants must make decisions based on information that they receive during the exercise. Each participant is assigned a role in the exercise that can match his or her actual occupation. The events in the exercise happen in “simulated time” (representing days or weeks), during which the players receive information about situations that might arise during an emergency or disaster.

9.2.2.2 Drills

A drill is a practical exercise in managing operations which simulates damage and injuries in a hypothetical emergency situation. Participants face mock situations, using the skills and techniques that would be applied in real situations. Unlike the simulation exercises described in the previous section, drills require the actual mobilization and use of personnel and material resources.

Drills allow for the evaluation of procedures, tools, skills, and individual and institutional capacity in relation to disaster preparedness and response. Drills are carried out in “real” time and each of the participants assumes the role that he or she customarily performs in his/her regular work. Others will perform as victims or other roles.

10. Chapter 10: Contact details and reference documents

In terms of the NDMC guidelines this chapter requires the contact details of role players and stakeholders as well as the reference documents referred to in the contents of the plan above. This section is a dynamic section as the contact details and reference documents may change frequently. An example of contact details that may change, is when a senior stakeholder is no longer part of the organisation and another is appointed in that space. An example of reference documents that may change is when key equipment removed service for an extended period and contingency arrangement need to be changed to take this in into consideration. Since a Disaster Management Plan is required by Section 26(g) of Act 32 of 2000 (Local Government Systems Act) and Section 53(2) of Act 57 of 2002 as amended (Disaster Management Act) to be included in the Integrated Development Plan (IDP) of a Municipality, as a core component, it would be necessary to for the Municipal Council to approve any amendments to the Disaster Management Plan. The IDP would have been approved by council and therefore any changes to an approved resolution of council would have to rescinded and re-approved.

These supporting documents are listed in in the table below as they will be updated on a regular basis.

Table 10: List of supporting documents

No	Name of document
1	Departmental contact list
2	Database of resources (internal)
3	Database of resources (external)
4	List of Disaster Management Volunteers
5	List of community-based organisations (CBO) and Non-governmental organisations (NGO)

No	Name of document
6	Disaster Management By-Laws
7	Sarah Baartman District Disaster Risk Assessment

Table 11: Departmental contact list

Contact Person	Designation	Line Function(s)	Contact numbers	Email
Mr D M Pillay	Act Municipal Manager	Municipal	0834589641	
Ms N Mnyengeza	Director Community Services	Director Community Services	0826825406	ntombikayise@srvm.gov.za
Mr X Mntonintshi	Director Technical Services	Infrastructure and Engineering	0674288222	Xola.mntonintshi@gmail.com
Ms N Mnyengeza	Act Director Corporate Services	Corporate Services	0826825406	ntombikayise@srvm.gov.za
Mr J Krapohl	Chief Financial Officer	Chief Financial Officer	0731345411	
Mr. J O Mokweni	Chief Fire & Disaster	Fire & Disaster Management	0720483277	jonguxolom@srvm.gov.za
Mr D Witbooi	Act Chief Traffic Officer	Traffic Control	0605548173	
Mr. J Mokhele	Waste Manager	Cleansing and Parks	0736022826	josephm@srvm.gov.za
Ms A Bavuma Mrs N Matshaka	Environmental Health Practitioners	Environmental & Health	0422307773	ambesiwe@srvm.gov.za noxolom@srvm.gov.za
Mr. T Mtaitile	Electrician	Electrical Service	0724773977 0789860569	mtaitile@gmail.com

Contact Person	Designation	Line Function(s)	Contact numbers	Email
Mr M Fonqo	Act Fleet Manager	Fleet Management	0721958538	mzwandilef@srvm.gov.za
Ms Z Mtirara	Communications	Media	0785883509	zusiphem@srvm.gov.za
Mr S Sibaca	Public Amenities	Community Halls & Cemeteries	0794360221	sibacas@srvm.gov.za
Miss L Kobese	Town Planner	Town Planning		
Mr P Bidla	Supply Chain	Procurement	0736641525	Patuxolob@srvm.gov.za

Table 12: Database of resources internal

Department	Description
Fire & Disaster	Fire Engine x 2 Skid Unit x1
Technical Service	Pick Up Bakkie x 5 Tractor x 1
Traffic Services	Sedan x 5
Waste Removal	Tipper trucks x 4
Administration	Panel Van x 1

Table 13: Database of resources external

SAPS
Description of vehicles
Private Sedan x 1
Bakkies x 7

Emergency Medical Services
Description of vehicles
Patient Transport 22 - Seater x 2
Ambulances x 4
Rescue vehicle x 2

Table 14: List of Disaster Management Volunteers

Aphiwe Fezi	0815377373 F Tsala Satellite Disaster Officer
Luvuyo Joni	0815377373 F Tsala Satellite Disaster Officer
Luntu Fani	0815377373 F Tsala Satellite Disaster Officer
Annelize Ambraal	0815377373 F Tsala Satellite Disaster Officer
Ntombekhaya Jim	0815377373 F Tsala Satellite Disaster Officer
Maxhoba Smile	0815377373 F Tsala Satellite Disaster Officer

Table 15: List of community based organisations (CBO) and Non-governmental organisations (NGO)

Agency	Roles and Responsibility	Contact Person	Contact Details		Resources for immediate response and relief
			Telephone	Email	
Working on Fire	Fire management planning, detection, prevention, suppression, dispatch and coordination and community fire awareness activities	Julius Nickolas	0794964256	nicholasjulius1@gmail.com	Wildlands fire fighting Off road fire vehicles
Traffic Department	- Free flow of traffic - Road safety	Danny Witbooi	0605548173	dannyw@srvm.gov.za	Road Safety
Addo Elephant Park	Preserving of wildlife	Johannes Jantjies	0848120598		All-terrain vehicles
Fire Protection Association	- Maintenance of communal and strategic fire breaks - Communicate FDI rating to members - Support communities - Coordinate the allocation of resources and fire prevention and suppression activities - Provide statistics about veld fires - Issue permits that allow for fire breaks and controlled burns	Tinnus Vermak	0826598904	n/a	Equipment

Agency	Roles and Responsibility	Contact Person	Contact Details		Resources for immediate response and relief
			Telephone	Email	
Eskom	Provide uninterrupted supply of electricity	Bandile Mabanga	0422307415 0614641313	mabangb@eskom.co.za	Electrical Power
SAWS	Forecasting services: warnings, seasonal outlooks and advice	Mandisa Manentsa-Titisi	041-581 1476 / 1795 Or 082 406 1441	Mandisa.manentsa@weathersa.co.za	Early Warnings
Hospital(s)	Health care services	Mrs Erasmus	0422300406	Annaerasmus67@yahoo.com	Prioritizing of casualties and Identify bed capacity per hospital
Clinic(s)	Administer care and medication	T N Tand	0422300048		Clinical Care
Private Ambulance	- Lifesaving first aid on the scene - Transport injured patient as quickly as possible to healthcare facility for further care	Dave Gardner	0824911718 / 0413736777	dave@gardmed.co.za	Emergency Medical Care

Agency	Roles and Responsibility	Contact Person	Contact Details		Resources for immediate response and relief
			Telephone	Email	
Spar	Assist in providing donations for relief	Jacques	0828064616	dagbreek3@retail.spar.co.za	

Table 16: List of Government Organisations and Agencies

Agency	Roles and Responsibilities	Contact Person	Cellular	Email	Resources / Relief
South African Police Service	SAPS are responsible for the preservation of peace and good order and the prevention of any crime. In the event of an outbreak of any major event or violence and will provide the following functions: - Conduct possible arson investigation - Protect fire fighters against protestors - Coordinate the evacuation, rescue and protection to the communities. - Prevent criminal activities from occurring. - Tracing or coordination of searching for any missing person(s) - Maintain good order	Lt Col R Riekert Cpt Moyake	0824144498 0829213119		Crowd Control and Safety and Security.

Agency	Roles and Responsibilities	Contact Person	Cellular	Email	Resources / Relief
District Disaster Management Centre	- Convene a district JOC. - Coordination of support to district response agencies. - Issuing of public information with regards to the events. - Provide of the political link between the disaster management system and the community. - Provision of emergency relief aid. This will be issued when necessary to any community members that have been displaced.	F Tsala	0815377373 0812574684	tsalafezi@gmail.com	Blankets and Mattresses
Local Disaster Management / Satellite Centre	- Upon receipt of an early warning coordinate the activation of a local contingency plan. - Convene a local JOC in the event of any major event. - Coordination of support to local response agencies. - Issuing of public information with regards to the events. - Provide temporary shelter i.e community halls and mass care to displaced communities. - Provide the accurate operational information the District Disaster Management Centre.	F Tsala	0815377373 0812574684	tsalafezi@gmail.com	Immediate Responds Blankets, Mattresses and Food parcels.

Agency	Roles and Responsibilities	Contact Person	Cellular	Email	Resources / Relief
	- Provision of the political link between the disaster management system and the community. - Provision of Emergency relief aid. This will be issued when necessary to displaced communities. - Escalate the matter to the district DMC in the event that they are unable to cope with the situation on hand.				
Fire Department	- General Rescue. - Advice on evacuation requirements. - Provision on 24-hour communication center	J O Mokweni	0720483277	jonguxolom@srvm.gov.za	Fire Hazmat & Rescue
Department of Health	- Coordination of medical resources for injured people. - Provision of medical and health care services. - Appropriate pre-hospital on-site medical and health response management for casualties. - Conduct epidemiology / disease surveillance at any shelter. - Psychological and counselling services for victims.	A Erasmus	0422300406	Annaerasmus67@yahoo.com	Health Service
Emergency Medical Rescue Services	- Assessment, treatment, and transportation of injured persons. - Advanced life support.	T Syce	0834007272 / 0422300083	thomassyce@gmail.com	Emergency Medical Services

Agency	Roles and Responsibilities	Contact Person	Cellular	Email	Resources / Relief
	Rescue: advanced medical rescue.				
Environ-mental health	- Testing of food and water in shelters. - Ensure living conditions are kept at acceptable standards of shelters.	A Du Plessis	0833780570	Ansdup45@gmail.com	Environmental Services
Department of Social Development	- Evacuate survivors - Trauma Debriefing - Counselling Services - Assessment of each individual's needs by professional social workers - Coordinate donations - Guidance and support to victims	Jackey Nell	0734843283	Jacky.nell@cdsd.gov.za	Counselling and Social work in Communities.
Department of Home Affairs	The provision of lost permits and ID documents.	n/a	n/a	n/a	ID documents in a Disaster situation; Foreign Matters Refugees Issues.
SASSA	Provide Social Relief to disaster victims	M Wavela	0422006057	wavelm@sas.gov.za	Hot meals, baby packs, vanity packs, blankets, mattresses, school uniforms
Dept of Human Settlement	Provision of emergency housing	n/a	n/a	n/a	Temporary shelters
Dept of Education	Protecting children and getting them back to school a.s.a.p. after disaster strikes.	n/a	n/a	n/a	

Agency	Roles and Responsibilities	Contact Person	Cellular	Email	Resources / Relief
Dept of Public Works	- Inspecting and enforcing safety standards in government buildings - Promoting fire safety	Mr. B Daniels Chief Fire Technician	041 390 9085 / 071 678 0923	Bernard.daniels@ecdppw.gov.za	Safety compliance
Dept of Forestry and Fisheries	Establishment and management of FPAs	Mr. Thabo Nokoyo	041 407 4050 / 073 100 0987	nokoyod@daff.gov.za	
SA National Defense Force	- Manpower to assist in various roles - Provision of specialized transportation / mobile kitchens / mobile clinics - Provision of water tankers	n/a	n/a		
SANRAL	Developing, controlling, planning, maintaining and rehabilitating national roads	Rockman	0825654125		Road Assistant

11. References

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Appendices

Appendix A: Action plan for further implementation of disaster management in Sundays River Valley Local Municipality

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
KEY PERFORMANCE AREA 1: ESTABLISH INTEGRATED INSTITUTIONAL CAPACITY			
IMPERATIVE 1.1 Establish functionally effective arrangements for the development and adoption of an integrated policy for disaster management	Disaster Management Centre / Office	The Municipality Disaster Management Policy Framework has to be updated.	2020
IMPERATIVE 1.2 Establish functionally effective arrangements for integrated direction and implementation of the Disaster Management Act, 2002; the National Disaster Management Framework; the provincial and municipality DMFs.	Disaster Management Centre / Office, in collaboration with all departments and external stakeholders	The Disaster Management Centre / Office is established and equipped, but vacant posts need to be filled. The Head of the Centre has been formally appointed. The following Technical Task Teams have to be established: A Task Team in the Inter-departmental Committee dealing with Crisis Management, including Enterprise Risk Management, Business Continuity etc. must be established. A Task Team in the Inter-departmental Committee dealing with disaster recovery specifically, including planning, land use management, legal aspects, etc., must be established.	Urgently 2020 2020
IMPERATIVE 1.3 Establish functionally effective arrangements for stakeholder participation and the engagement of technical advice in disaster management planning and operations	Disaster Management Centre / Office	The Disaster Management Advisory Forum (DMAF) has been established. The external stakeholder involvement in the DMAF will be enhanced. Stakeholders are constantly being invited to planning and input sessions pertaining to disaster risk assessments and planning.	2020

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
IMPERATIVE 1.4 Establish functionally effective arrangements for national and regional cooperation for disaster management	Disaster Management Centre / Office	The Disaster Management Centre / Office is working in close collaboration with Provincial and National Disaster Management Centre / Offices and institutions, as well as neighbouring municipalities and the private sector. Memoranda of understanding / mutual assistance agreements with main stakeholders need to be identified and finalised.	2020
KEY PERFORMANCE AREA 2: CONDUCT DISASTER RISK ASSESSMENTS AND MONITOR DISASTER RISK TO INFORM DISASTER MANAGEMENT PLANNING AND DISASTER RISK REDUCTION UNDERTAKEN BY ORGANS OF STATE AND OTHER ROLE PLAYERS			
IMPERATIVE 2.1 Review disaster risk assessments to inform disaster management and risk reduction policies, planning and programming	Disaster Management Centre / Office	A scientific disaster risk assessment has been conducted in 2017 and the results of the assessment are available at the Disaster Management Centre / Office.	To be reviewed annually
IMPERATIVE 2.2 Generate an Indicative Disaster Risk Profile for the Municipality	Disaster Management Centre / Office	A disaster risk profile has been generated in 2017 and the results of the assessment are available at the Disaster Management Centre / Office.	To be reviewed annually
IMPERATIVE 2.3 Identify and establish effective mechanisms to monitor, update and disseminate disaster risk information	Disaster Management Centre / Office	This is being executed by the Disaster Management Centre / Office	Constant
IMPERATIVE 2.4 Identify and apply mechanisms to conduct quality control	Disaster Management Centre / Office	The municipal Disaster Management Centre / Office appointed and will further technical advisory committees comprising the relevant specialist scientific and technical expertise in the relevant sphere to	Constant

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
		assist with monitoring standards and progress of disaster risk assessments and with the validation and/or interpretation of findings.	
KEY PERFORMANCE AREA 3: DEVELOP AND IMPLEMENT INTEGRATED AND RELEVANT DISASTER MANAGEMENT PLANS AND RISK REDUCTION PROGRAMMES IN ACCORDANCE WITH APPROVED FRAMEWORKS			
IMPERATIVE 3.1 Compile and implement integrated and relevant disaster management plans	Disaster Management Centre / Office, all municipal departments and Municipal Organs of State	This Disaster Management Plan and certain Contingency Plans have been drafted. Disaster plans for all municipal departments and entities have to be drafted. Additional Contingency Plans for all known prioritised hazards need to be drafted by the Disaster Management Centre / Office. Off-site Disaster Management Plans for all MHIs need to be developed by the Disaster Management Centre / Office	2018 2018 2018
IMPERATIVE 3.2 Determine municipal priority disaster risks and priority areas, communities and households	Disaster Management Centre / Office	A scientific disaster risk assessment has been conducted in 2017 and the results of the assessment are available at the Disaster Management Centre / Office.	To be reviewed annually
IMPERATIVE 3.3 Scope and develop disaster risk reduction plans, projects and programmes	Disaster Management Centre / Office, all municipal departments and Municipal Entities	This has been executed as part of the development of this plan, but still need to be executed by all municipal departments and Municipal Organs of State.	2018
IMPERATIVE 3.4 Incorporate disaster risk reduction efforts into strategic integrating structures and processes	Municipal Management, Disaster Management Centre / Office, all municipal departments and Municipal Entities	This Disaster Management Plan will be incorporated into the Municipal IDP. Risk-related information will be incorporated into spatial development and environmental management frameworks.	2020

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
		Mechanisms to disseminate experience from pilot and research projects that explore the vulnerability reduction potential, appropriateness, cost-effectiveness and sustainability of specific disaster risk reduction initiatives will be further established. Case studies and best-practice guides in disaster risk reduction, facilitated by the municipal Disaster Management Centre / Office, will be generated and disseminated. Disaster risk reduction programmes, projects and initiatives need to be implemented by municipal departments and any other municipal entities. Regulations, standards, minimum criteria, by-laws and other legal instruments that encourage risk-avoidance behaviour need to be constantly enforced by municipal departments and other entities and documented in annual reports to the municipal Disaster Management Centre / Office, the National Disaster Management Centre / Office and the provincial Disaster Management Centre / Office concerned.	Constant Constant Constant
KEY PERFORMANCE AREA 4: DEVELOP AND IMPLEMENT MECHANISMS TO ENSURE APPROPRIATE AND EFFECTIVE DISASTER RESPONSE AND RECOVERY IN ACCORDANCE WITH STATUTORY REQUIREMENTS			
IMPERATIVE 4.1 Identify and implement mechanisms for the dissemination of early warnings	Disaster Management Centre / Office, all municipal departments and Municipal Entities	Effective and appropriate early warning strategies will be further developed and implemented, and the information communicated to stakeholders to enable appropriate responses.	Constant

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTE	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
IMPERATIVE 4.2 Develop and implement mechanisms for the assessment of significant events and/or disasters for the purposes of classification and declarations of a state of disaster to ensure rapid and effective response	Disaster Management Centre / Office	Strategic emergency communication links will be further established in high-risk areas and communities. Uniform methods for the assessment and costing of significant events or disasters, which are consistent with national requirements, will be developed and adopted. Mechanisms for the rapid and effective classification of a disaster and the declaration of a state of disaster have been established. Mechanisms for conducting disaster reviews and reporting, including mechanisms to enable assessments that will comply with the provisions of sections 56 and 57 of the DM Act, have been developed and implemented. Research reports on significant events and trends are routinely submitted to the municipal Disaster Management Centre / Office, the National Disaster Management Centre / Office and the relevant provincial Disaster Management Centre / Office and are disseminated to stakeholders. Review reports on actual disasters are routinely submitted to the municipal Disaster Management Centre / Office, the National Disaster Management Centre / Office and the relevant provincial Disaster Management Centre / Office and are disseminated to stakeholders.	
IMPERATIVE 4.3 Develop and implemented mechanisms to ensure integrated response and recovery efforts.	Disaster Management Centre / Office, all municipal departments and Municipal Entities	The municipal departments and any other entities that should bear primary responsibility for contingency planning and the coordination of known hazards have	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
		been identified and allocated such responsibility. Stakeholders who must bear secondary responsibility for contingency planning and the coordination of known hazards have been identified and allocated such responsibility. Contingency Plans for certain known hazards have been developed and implemented by all municipal departments and any other municipal entities. Response and recovery plans are reviewed and updated annually. Field Operations Plans for the various activities associated with disaster response and recovery need to be developed, implemented and are reviewed and updated annually and after each significant event and/or disaster. Multi-agency responses need to be constantly managed in accordance with national regulations and directives and the relevant provincial disaster management policy framework and are reviewed and updated annually. Policy and directives for the management of disaster response and recovery operations need to be developed and gazetted or published and need to be adhered to. Constant simulation exercises (attended by senior managers of all departments and stakeholders) must be conducted with all relevant stakeholders, testing the effectiveness of disaster management planning and response, including communication effectiveness and integration.	2020 Ongoing
IMPERATIVE	Disaster Management Centre / Office, Housing	Disaster relief measures are managed in accordance with national regulations and	Ongoing

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
4.4 Develop and adopt mechanisms for the management and distribution of disaster relief in accordance with national regulations and directives and the provincial DMF		directives and are progressively monitored and reviewed annually. Recommendations are made to the municipal Disaster Management Centre / Office, the National Disaster Management Centre / Office and/or the provincial Disaster Management Centre / Office concerned, on any adjustments according to lessons learnt.	
IMPERATIVE 4.5 Develop and implement mechanisms to ensure that integrated rehabilitation and reconstruction activities are conducted in a developmental manner	Disaster Management Centre / Office, Infrastructure & Development, Housing & Land	Post-disaster technical task teams for rehabilitation and reconstruction projects need to be established and operate effectively. Mechanisms for the monitoring of rehabilitation and reconstruction projects have been established and regular progress reports are submitted to the National Disaster Management Centre / Office and the provincial Disaster Management Centre / Office concerned.	Ongoing
Enabler 1: Mechanisms have been identified and developed to ensure that all relevant data in respect of the information management system is gathered and captured simultaneously in the process of developing and implementing disaster management plans and risk reduction programmes	Disaster Management Centre / Office	Command and Control System has been procured. A Disaster Management Information System need to be procured.	2020
Enabler 2: Education, training, public awareness and research (knowledge management) needs in respect of disaster risk reduction planning and implementation have been analysed, and appropriate mechanisms have been identified and implemented to address the relevant needs	Disaster Management Centre / Office	Development of a disaster management communication and awareness strategy for the. Education, training, public awareness and research (knowledge management) needs in respect of response and recovery planning and operations have been analysed and appropriate mechanisms need to be identified and implemented to address the relevant needs.	2020 Ongoing
Enabler 3: A business plan and a budget for the development and implementation of disaster	Disaster Management Centre / Office, all municipal	A business plan and a budget for the development and implementation of	Annually

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS
management plans and risk reduction programmes have been prepared, submitted and approved for the current and ensuing financial year Bylaws for emergency procurement in terms of sections 54 and 55 of the Act need to be promulgated.	departments and Municipal Entities Disaster Management Centre / Office and Municipal Council	response and recovery operational plans is prepared, submitted and approved for the current and ensuing financial year.	2020