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Regional Contingency Plan 2020 Hurricane Season

International Federation of Red Cross and Red Crescent Societies

INTRODUCTION

The International Federation of Red Cross and Red Crescent Societies' (IFRC) Americas Regional Office (ARO) supports 35 National Societies (NSs) in the Americas and Caribbean region providing coordination, financial and technical support for disaster operations and longer-term development programs.

The Disaster and Crisis Department (D&C) is the operations coordination structure responsible for responding to disasters in the Americas and Caribbean region. It comprises a Head of Department, a Continental Operations Coordinator, and 5 Disaster Management Coordinators (DMCs) one each for South America, Central America, Latin Caribbean, English and Dutch Speaking Caribbean and one dedicated to the hurricane season. It also comprises technical sector areas such as:; Livelihoods; Shelter; Planning, Monitoring, Evaluation and Reporting (PMER); Information Management (IM); Rapid Response Personnel; Community Engagement and Accountability (CEA); Migration; Protection, Gender, and Inclusion (PGI); Disaster Risk Reduction (DRR and International Disaster Response Law (IDRL). Additionally, D&C has staff dedicated to service support, finances and HR and works closely with Communications, Knowledge, Strategy, and Policy unit, and Partnerships & Resource Development, Logistics, and the Health and WASH teams.

As part of its responsibilities, D&C leads preparedness, monitoring and response activities prior to and during both the Atlantic and Pacific hurricane seasons.

To accomplish its objectives and goals, D&C acknowledges the importance of working in coordination and cooperation with both internal Movement and external stakeholders. D&C participates in coordination meetings with CDEMA, CEPREDENAC, OCHA, REDLAC and other institutions operating in the same geographical area. In addition, there is constant communication and coordination with ICRC, Partner National Societies (PNSs) and other organizations.

Annually, IFRC hosts a Red Cross Pre-Hurricane Season Conference (usually in May) to consider the key factors required for effective preparedness for the Movement and its partners. In 2020, the Red Cross Pre-Hurricane Season was held virtually from May 25-29 with a focus on how best to prepare given the global COVID-19 pandemic and the updating of this Regional Contingency Plan so that it is relevant in "a year like no other." The conference included participants from each of the 35 National Societies of the region as well as more than 1,400 participants, including key partners such as UNOCHA, USAID, ECHO, and AECID.

HURRICANE SEASON CONTEXT

Throughout history, tropical storms and hurricanes have caused impact at different scales in countries in the region. IFRC, and more specifically D&C, have been at the forefront of all major operations when NSs have requested support and assistance. This context and the experience gained through the years, provides contextual understanding for this Regional Contingency Plan aimed at improving coordination, institutional preparedness and response procedures.

The 2020 hurricane season is likely be defined by both the humanitarian impact of the hurricanes as well as the novel coronavirus (COVID-19) pandemic. COVID-19 and its rise in incidence rates throughout the Americas region is expected to impede humanitarian responses to hurricanes. Thus, particular attention in this contingency plan (see specifically Annex 1 COVID-19 and Hurricane Response Planning Annex 2020) is paid to COVID-19 contingency planning considerations. COVID-19 will make responses, particularly those that involve the regional or international resource mobilization of people, even more challenging. Thus, advancing COVID-19 related preparations in advance of hurricane season should be considered a critical component of effective planning.

The hurricane season officially began on May 15th in the Pacific Ocean and on June 1st in the Central Atlantic, ending November 30th in both areas. For the Atlantic Ocean, NOAA's Climate Prediction Center is forecasting a 60% chance of an above-normal season with a likely range of 13 to 19 named storms (winds of 39 mph or higher), of which 6 to 10 could become hurricanes (winds of 74 mph or higher), including 3 to 6 major hurricanes (category 3, 4 or 5 with winds of 111 mph or higher).[1] In the East Pacific Ocean, NOAA's Climate Prediction Center is forecasting a 70% chance of a near or below-normal season with 11 to 18 named storms, of which 5 to 10 are expected to become hurricanes including 1 to 5 major hurricanes.[2] D&C is working together with NSs and partners to finalize preparation activities, monitor and coordinate any responses to events that might affect the region. With global temperatures (particularly in the oceans) continuing to increase, the likelihood of a tropical storm or hurricane developing into a major (Category 3 with sustained winds of 110 mph or higher) hurricane is greater than ever before (increasing in probability by 8% per decade).[3]

The current "weak" El Niño Phenomenon will likely persist in 2020 with El Nino Southern Oscillation (ENSO) neutral conditions meaning there will not be an El Nino present to suppress hurricane activity. The average sea surface temperature in the tropical Atlantic is slightly below normal, colder than normal in the North Atlantic and near to below average across the Northern Pacific Ocean.[4]

REGIONAL CONTEXT AND EXTERNAL FACTORS

- The novel coronavirus (COVID-19) is a pandemic that is prevalent in both the Americas and the Caribbean significantly impacting hurricane season preparedness and future responses.
- As of June 7, 2020 and according to the Pan American Health Organization (PAHO)[5] there are approximately 1,233,194 confirmed COVID-19 cases and 62,371 deaths across the Americas region and 32,867 confirmed cases and 935 deaths in the Caribbean. these numbers are continuing to rise in the Americas with concerns that the Americas could become an emerging COVID-19 epicenter globally.
- Countries at high risk of hurricanes and with rapidly increasing cases of COVID-19 include Mexico (113,619 reported total cases), the Dominican Republic (19,600 reported cases), Puerto Rico (4,985 total reported cases) and Haiti (3,072 reported total cases). The number of cases and deaths in the region as a whole are expected to continue rising.
- High-risk countries face internal sociopolitical crises that have diminished their resilience and response capacity in case of impact of a tropical storm or major hurricane.
- Underlying crisis or emergencies in countries with high risk of being impacted by hurricanes can increase the likelihood of major disasters in the territories.
- Migration crisis along the hurricane corridor increases the protection needs of people due to their high vulnerability.
- The security and safe access conditions will be key to humanitarian action where NSs play an important role given their high acceptance in the most vulnerable communities within the hurricane corridor.

In the last 12 years, IFRC has been involved in the following countries as part of hurricane response operations:

[1] https://www.noaa.gov/media-release/busy-atlantic-hurricane-season-predicted-for-2020
[2] https://www.cpc.ncep.noaa.gov/products/Epac_hurr/Epac_hurricane.html
[3] "Global Increase in Major Tropical Cyclone Exceedance Probability Over the Past Four Decades," Kossin, Knapp, Olander ad and Velden. Proceedings of the National Academy of Sciences of the United States of America, May 18, 2020.
[4] https://www.cpc.ncep.noaa.gov/products/analysis_monitoring/lanina/enso_evolution-status-fcsts-web.pdf
[5] PAHO's 'Cumulative confirmed and probable COVID-19 cases report by countries and territories in the Americas' lists 1,119,575 total known cases in the Americas and 113,619 in Mexico as well as 48,860 total known deaths in the Americas and 13,511 Mexico.

Country	Number of Hurricane related Operations[6] since 2008
Haiti	4
Cuba	3
Belize	3
Barbados	1
Antigua and Barbuda	3
Dominican Republic	3
Jamaica	2
Dominica	2
Panama	1
Costa Rica	1
Saint Lucia	1
St. Vincent and the Grenadines	1
Mexico	1
Nicaragua	1
Bahamas	1

OVERALL RED CROSS OBJECTIVE

Ensure that IFRC's disaster and crisis management system, from the local to the global level, provides communities and people affected by disasters an effective, quality and coordinated response and recovery to reduce the impact of hurricane-related events promoting the role of the NSs within their national response mechanisms and contributing to community resilience.

SPECIFIC CONTINGENCY PLAN OBJECTIVES

- The overall objective of the IFRC Regional Contingency Plan is to improve the standing capacity of ARO to support national responses in the event of a disaster by providing humanitarian aid and relief to affected populations.
- Strengthen regional and global coordination and activation mechanisms to provide timely and effective response to events associated with the hurricane season in the Americas.
- Establish the bases for coordination and mutual support, both within the ARO, the Country Cluster Support Teams (CCST) and operational teams as well as with NSs, in order to anticipate and prepare regional and global mechanisms for effective response during the hurricane season, while also embracing the localization agenda and mantra “as globally as necessary, as local as possible”.

SCOPE AND COVERAGE

This plan starts well before the beginning of the hurricane season and establishes preparedness activities, alerts and categories to be activated whenever a hurricane-related event is likely to occur in one or more countries in the region. It covers preparedness, response and lessons learned phases in NSs included in CCST Port of Spain, CCST Santo Domingo, CCST Tegucigalpa, CCST Lima, North Cluster, and Overseas Branches.

[6] Operation listed are those that specifically led to a DREF or IFRC Appeal. This does not include IFRC operations in the Caribbean that were not associated with a DREF or EA (responding to Irma, Maria, Joaquin and more) that still generated interaction with the IFRC Secretariat including coordination, logistics, technical and surge support.

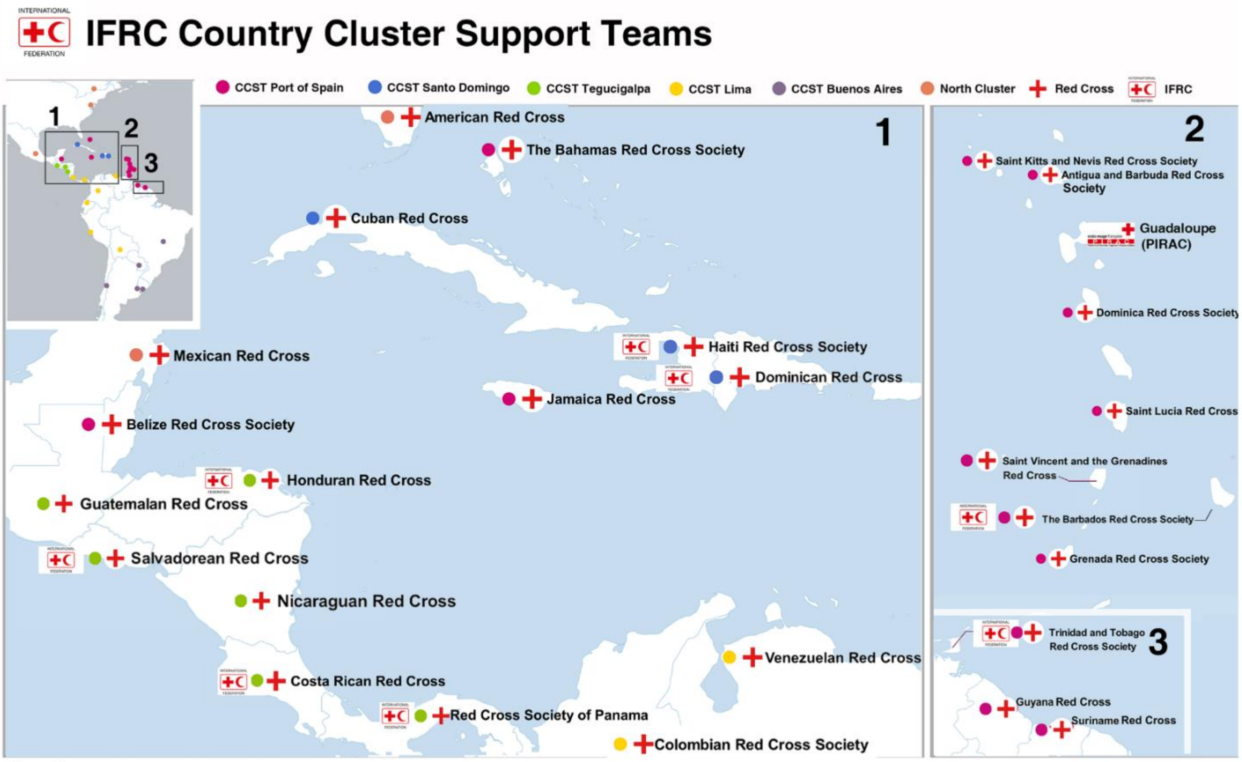

IFRC Country Cluster Support Teams
CCST Port of Spain
CCST Santo Domingo
CCST Tegucigalpa
CCST Lima
CCST Buenos Aires
North Cluster
Red Cross
IFRC
1
2
3
American Red Cross
The Bahamas Red Cross Society
Cuban Red Cross
Mexican Red Cross
Haiti Red Cross Society
Dominican Red Cross
Jamaica Red Cross
Belize Red Cross Society
Honduran Red Cross
Guatemalan Red Cross
Salvadorean Red Cross
Nicaraguan Red Cross
Venezuelan Red Cross
Costa Rican Red Cross
Red Cross Society of Panama
Colombian Red Cross Society
Saint Kitts and Nevis Red Cross Society
Antigua and Barbuda Red Cross Society
Guadaloupe (PIRAC)
Dominica Red Cross Society
Saint Lucia Red Cross
Saint Vincent and the Grenadines Red Cross
The Barbados Red Cross Society
Grenada Red Cross Society
Trinidad and Tobago Red Cross Society
Guyana Red Cross
Suriname Red Cross

Fig. 1

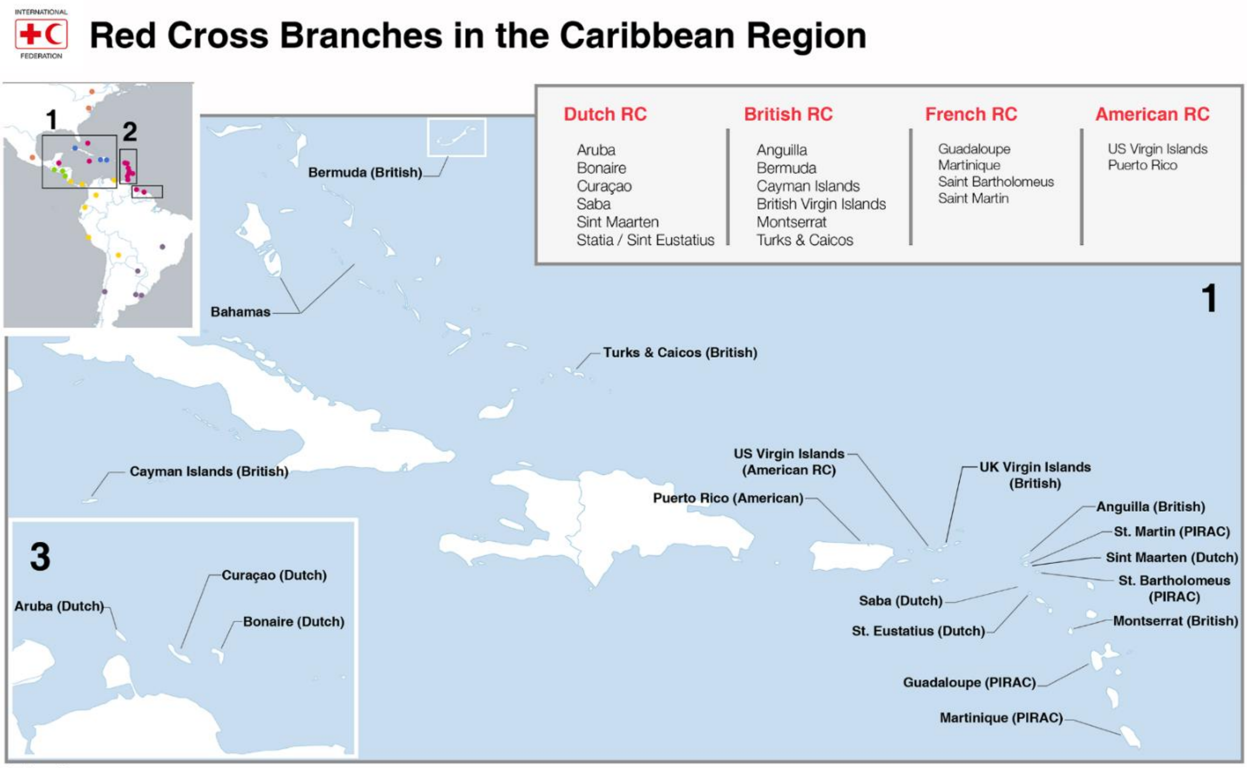

Red Cross Branches in the Caribbean Region
1
2
Dutch RC
Aruba
Bonaire
Curaçao
Saba
Sint Maarten
Statia / Sint Eustatius
British RC
Anguilla
Bermuda
Cayman Islands
British Virgin Islands
Montserrat
Turks & Caicos
French RC
Guadaloupe
Martinique
Saint Bartholomeus
Saint Martin
American RC
US Virgin Islands
Puerto Rico
Bermuda (British)
Bahamas
Turks & Caicos (British)
Cayman Islands (British)
US Virgin Islands (American RC)
UK Virgin Islands (British)
Puerto Rico (American)
Anguilla (British)
St. Martin (PIRAC)
Sint Maarten (Dutch)
St. Bartholomeus (PIRAC)
Saba (Dutch)
St. Eustatius (Dutch)
Montserrat (British)
Guadaloupe (PIRAC)
Martinique (PIRAC)
3
Curaçao (Dutch)
Aruba (Dutch)
Bonaire (Dutch)

Fig. 2

SCENARIOS[7]

The following scenarios are generic and are used to contextualize the response.

Scenario A	Scenario B
Cyclonic event (storm or hurricane) with heavy rains, does not directly impact the country. Minor collateral damage, the response is local and regional and/or global mechanisms are not activated. Estimated minimum budget to respond to this scenario: **USD 10,000**	Tropical storm or Category 1-2 hurricane with sustained winds up to than 177 Km/h, some flooding with less than 5,000 affected families (25,000 people). Possible declaration of yellow category. Estimated minimum budget to respond to this scenario: **USD 500,000**

Scenario C	Scenario D
Major hurricane Category 3 with sustained winds between 178-208 Km/h, significant storm surge and with up to 40,000 affected families (200,000 people). Orange institutional category is declared. Minimum budget to respond to this scenario: **USD 7,000,000**	Major hurricane Category 4 or 5 with sustained winds greater than 209 km/h or more and massive storm surge and widespread flooding. High probability of impact in one or several countries. More than 200,000 families (1 million people) severely affected. Institutional orange or red category would be declared. Minimum budget to respond to this scenario: **USD 30,000,000**

EMERGENCY RESPONSE FRAMEWORK – ALERT LEVELS AND RESPONSE CATEGORY SYSTEM

The Emergency Response Framework (ERF) establishes an alert system for disaster and crisis response. The alert levels mark the start and development of hurricanes or tropical storms. At alert Level 1, response is assumed by the NSs without need to deploy regional or global tools. When requested, D&C monitors and provides remote support to actions implemented by the NSs involved.

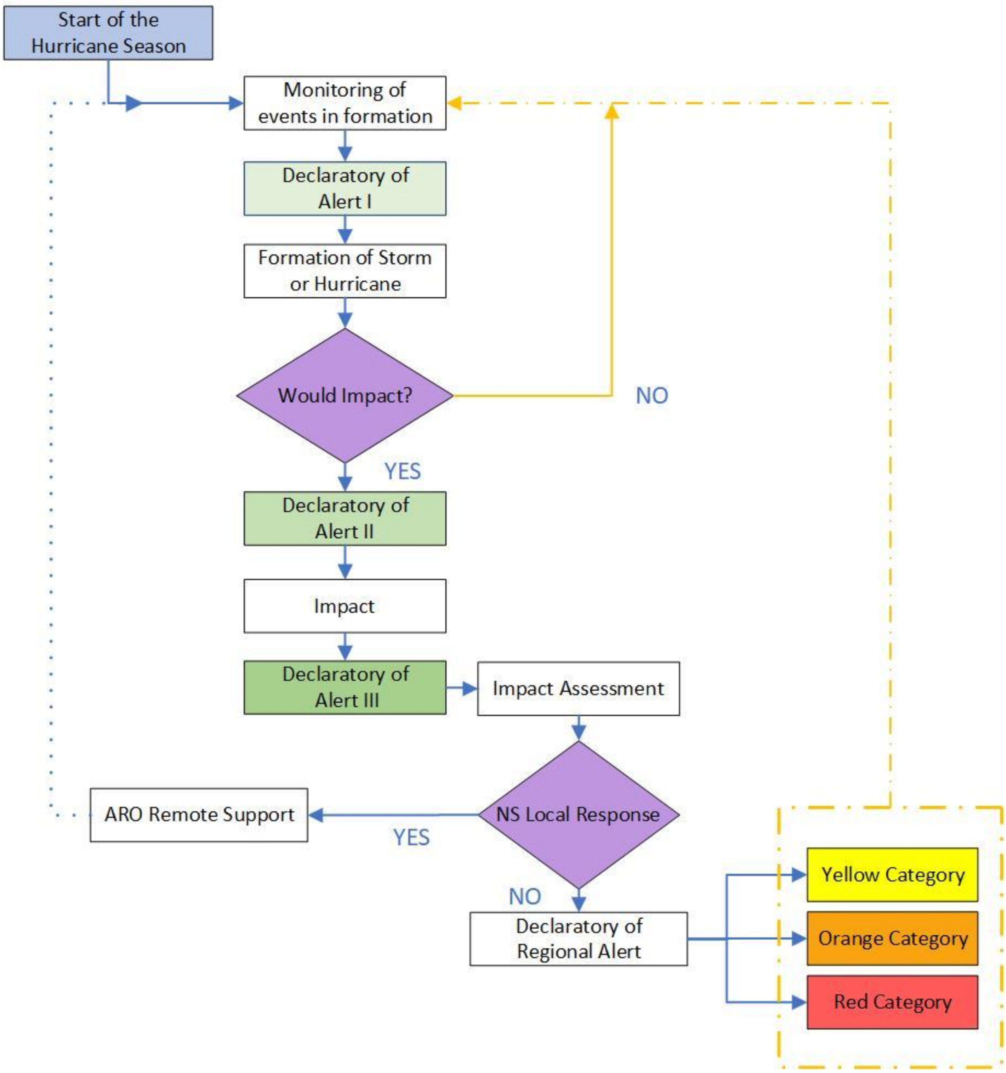
Alerts and Categories are issued based on the complexity of the event, the magnitude of the human impact and other operational considerations. Once an impact is reported and IFRC's support is requested by the NSs, alert levels could be escalated in the case when there is the requirement for regional or global support, resource mobilization, and greater involvement of all IFRC's response mechanisms.

Alert Levels	Description and Main Tasks
Alert Level 1	Beginning of the hurricane season. Consistent monitoring by all parties of forecasts and developing storms. Preparedness activities implemented and readiness for response testing.
Alert Level 2	When a tropical cyclone event develops, and it is necessary to take protective measures. It is issued before the formation of a storm or hurricane with probability of impact. Implementation of Operating Procedures: Preparation for Response - Day 1 to Day 5.
Alert Level 3	Impact, with minor or major effects, but no regional or global tools of the Red Cross are activated. Implementation of Operating Procedures: Initial response - up to 72 hours / the first 15 days after impact.

[7] Based on previous experience, Annex 2 shows some examples of past hurricanes, their development over time and impact.

Response Category Yellow	For a localized emergency concerning a small area or a small number of beneficiaries. NS requests support from ARO. $10,000 - $499,999 budget range. · Implementation of Operating Procedures: Initial response - up to 72 hours / the first 15 days after impact.
Response Category Orange	For an emergency which affects a larger area (or areas) and/or a greater number of beneficiaries. The situation could imply greater international attention or be subject to greater response complexity. $500,000 - $7,000,000 budget range. · Implementation of Operating Procedures: Initial response - up to 72 hours / the first 15 days after impact.
Response Category Red	For a large-scale emergency which affects a large area and/or a significant number of beneficiaries, with a high level of complexity which implies the operation becomes a priority for many organizations and for the IFRC Secretariat at all levels. $7,000,000 - $100,000,000 budget range. · Implementation of Operating Procedures: Initial response - up to 72 hours / the first 15 days after impact.

FLOW CHART FOR DECLARING ALERTS DURING THE HURRICANE SEASON



IFRC KEY ACTIONS FOR EFFECTIVE RESPONSE & PREPAREDNESS

The following preparedness and response steps are taken both before and throughout the hurricane season to ensure that IFRC readiness for response is optimal:

- Activation protocols and ARO roles and responsibilities are constantly updated and shared.
- NSs' response and contingency and continuity of operations plans are updated to facilitate access to resources and capacity to respond efficiently, effectively and appropriately according to IFRC standards.
- A review of humanitarian access, through international disaster law protocols, are in place in potentially impacted countries.
- Informative messages sent by the DMs when a tropical storm or hurricane form and there is probability of an impact.
- Declaration of alerts and/or categories issued according to procedures, criteria and response capacity.
- Regional and global tools are activated according to alert and category.
- The Regional EOC is activated and operates according to procedures.
- DREF preparedness and response funds along with the international Emergency Appeal (EA) are approved in a period between 24 and 72 hours.
- Rapid Response personnel is mobilized in a period no longer than 5 days after impact.
- Relief items are mobilized in a period no longer than 5 days after impact.
- Key human resources positions are published in a period no longer than 7 days after the approval of the EA.
- Update Reports are published as indicated by the procedures: 15 and 30 days, 6 and 12 months after the EA has been approved.
- The information management system works in an integral way with other departments and Partner National Societies (PNS).
- Press releases, key message and media management before, during and after the impact.
- Technical units provide technical and proactive support to the operation.

IFRC PRINCIPLES AND STEPS FOR EFFECTIVE RECOVERY

IFRC seeks to implement humanitarian operations in response to hurricanes that support community recovery, build resilience and address the underlying risks and vulnerabilities while also alleviating suffering. The following recovery principles and steps are critical for more effective programming:

- Start recovery early. Consider and initiate recovery from the very beginning of a response. This may include the deployment of a recovery assessment team focused on recovery programming design.
- Imbed recovery in operations systems and processes.
- Assess, plan and engage with communities.
- Build back better through integrated programming. Integrate risk reduction, disaster risk management, climate action and green recovery into programming design.
- Ensure that recovery operations have a positive outcome for National Societies. Ensure that NS preparedness is included as a component of recovery programming.
- Ensure that recovery programming is included as a part of Emergency Plans of Action. Advocate for recovery funding.
- Strengthen coordination and encourage partnerships around recovery.

OPERATING PROCEDURES

The following operating procedures are a guide based on the worst-case scenario (i.e., Scenario D). Based on historical data, it is possible that a category 5 hurricane, or several hurricanes following one another, could affect up to 6.5 million people in 5 countries or more.

In order to reach a standard coverage of 10% of affected population, ARO must prepare to support NSs and a total of 650,000 families. The current capacity of the ARO is 200,000 families over a period of 3 months. In order to be able to cover 650,000 families, involvement of surge capacities at every level of the Movement is necessary.

Response Preparedness Day 1 to Day 7[8], following notification of formation of a tropical cyclone			
Day	**National Societies (NS)**	**Country Cluster Support Team (CCST)**	**Disaster and Crisis Unit (D&C)**
1	NS will inform IFRC Regional DM on preparedness actions carried out, such as activation of the national contingency plan, pre-positioning of relief items, etc. Additionally, the NS will share the national alerts emitted by the government and inter-institutional coordination actions carried out in country. The NS will consider publications on GO Platform according to probabilities of impact.	Head of CCST (HCCST) monitors situation and will initiate coordination with the IFRC Regional DM to determine possible support activities or preparedness activities to be completed according to forecasts. HCCST will be the focal point for coordination with the Regional DM for all support and activities needed; including participation in regional EOC.	D&C will start monitoring activities and will alert the regional systems, defining the institutional alert level according to IFRC internal procedures. The Regional DM will be the operational focal point and will maintain direct communication with the NS at operational level; in coordination with the HCCST. An information message will be released (the frequency will be determined by the DM along with the Operations Coordinator) with preliminary information provided by the NS and available forecasts. Depending on the scenario, hurricane strength and impact probability, it will be decided if an Information bulletin and/or a DREF is to be prepared. The International Disaster Law team will begin assessing the state of international disaster law in potentially impacted countries to ensure access, if needed.
2	NS will continue monitoring and will notify the Regional DM and the HCCST if any progress on the activation of the National Contingency Plan and new meteorological data. The NS will start the implementation of contingency plans and NS Security Plans to guarantee the safety of staff, buildings and operational continuity. The NS will prepare a DREF (if necessary).	HCCST will continue monitoring the situation and will participate in coordination and support meetings with the NS and the Regional DM. If required, the CCST Security Plan will be activated.	ARO emits an Alert II if required. A dashboard is created showing impact probability, information regarding preparedness activities of the NS and regional response capacity. A Rapid Response alert will be sent out, if needed, and the internal information of the ARO will be maintained. Deployment of a DM or any other surge staff will be considered to support preparedness and response. If needed, the DM will support the production of a preparedness DREF (when requested). Communication team will start preparing key messages.
3	NS will send a progress report on preparedness and coordination actions. It will share updated meteorological information and measures implemented by the government and other actors in the country with the Regional DM. It will continue with Security actions for staff and buildings.	HCCST continues constant communication/coordination with Regional DM and will keep informed the Regional and Deputy Regional Director. The Regional DM may be deployed to the	D&C continues monitoring actions implemented by the NS and will share information internally with Movement members and ARO. Surge officer will follow up with the alerts. D&C participates in coordination meetings with the UN system and other humanitarian actors at regional level when requested. Communications unit continues publishing key messages and produces a press release. In case of deployment, the DM will assume the coordination action in country.

[8] In case of a rapid developing cyclone, a faster response will be coordinated, and the days of preparedness and response will be reduced to guarantee proper regional support.

4	NS will continue reporting on preparedness actions and weather reports. Pre-positioning phase should be finalized.	country in advance of the event to coordinate with the NS and the HCCST.	Information Management (IM) along with Regional DM will update dashboard with information from the NS and weather reports. D&C continues managing the Regional EOC. Information messages will be produced, and Communications continues producing key messages. Surge officer will follow up on RIT/Surge alerts.
5	NS continues preparedness actions and monitoring cyclone. Staff and building security and safety actions should be completed. The most probable scenarios based on the trajectory of the cyclone will be identified.		Based on NS and meteorological agencies information, D&C will provide information to ARO; dashboard will be updated. Key messages and press release are published. Surge officer continues monitoring RIT alerts and confirmations of deployments following the scenario analysis. ARO regional EOC is activated.
6	The NS should have all relief items pre-positioned and secured in identified areas and will continue providing situation reports, alert declarations from the authorities and forecast reports.	HCCST continues in constant communication with the NS and the Regional DM, Regional and Deputy Regional Director. Staff and building structure security measures should be concluded.	
7	NS will apply the personal and building security protection security measures based on the national plan.		Based on NS and meteorological agencies information, D&C shares information with ARO and updates the dashboard. Key messages continue to be shared. Follow up is done with RIT/Surge alerts.

Initial Response - Up to 72 hours after impact			
Hours	**National Society (NS)**	**Country Cluster Support Team (CCST)**	**Disaster and Crisis Unit (D&C)**
24 hrs	NS will publish preliminary impact information in GO. It will activate response teams such as search and rescue, first aid, DANA, etc. It will start the development of a DREF or EA as necessary. NS will participate in national coordination meetings. Assessments should be carried out using ODK and Mega V when possible. Results should be shared with the Regional DM and the National EOC.	HCCST will participate in regional EOC meetings and will support the NS in the development of a DREF or EA. It will also promote publications on GO. In case of a regional orange or red category or as requested by the NS, the HCCST will be mobilized to the country to support strategic direction coordinating at all times with D&C. The HCCST could assume coordination of the operation until a field structure is set-up.	D&C will continue the management of EOC. An impact dashboard will be produced with information provided by the NS, meteorological agencies and reliable secondary sources. In case of a black-out at NS level, the Regional DM will publish on GO. If a DM or surge staff is deployed in the country, they will participate and support the assessment process. Messages and information bulletins will be produced as per defined procedures. In case of an Alert III, a closing message will be shared (Annex No. 5). ARO remote support will continue including monitoring other cyclones. From declaration of regional yellow category, procedures for elaboration of DREF or EA will be applied, and D&C will participate in Joint Task Force meetings if requested. Communications unit will produce press releases as necessary. A RIT/Surge alert will be released, and deployments will be confirmed.

48 hrs	NS will continue with response activities such as search & rescue, first aid, DANA, etc. In case of having requested a DREF or EA, this should be concluded. NS will participate in national coordination meetings. Assessments should be completed using ODK and Mega V. Results should be shared with the Regional DM and the National EOC.	HCCST will maintain contact with the Regional DM, NS and ARO to support in coordination and response activities. In case the HCCST is in country or any IFRC Staff, they will participate in response activities, assessments and national or regional coordination including the production of a DREF or EA until the Regional DM or Surge Team is deployed to provide support.	D&C will continue managing the EOC and will update impact dashboard. In accordance to procedures, the DREF and EA should be completed. D&C coordinates the Joint Task Force meetings according to established procedures. Communications unit will share press releases as necessary. Follow up on RIT/Surge deployments continues.
72 hrs	NS with support from Regional DM will send the Plan of Action with detailed information based on field assessments. NS will submit reports including segregation of data by gender and affected areas. Results should be shared with Regional DM and the National EOC.		D&C will continue managing EOC and will update the impact dashboard with information provided by the NS, meteorological agencies and reliable secondary data. DREF/EA procedures will continue. D&C will coordinate Joint Task Force meetings as per procedures. Communications unit will submit press releases as necessary. Follow up on RIT/Surge deployments continues.

Response up to first fifteen days			
Day	**National Society (NS)**	**Country Cluster Support Team (CCST)**	**Disaster & Crisis Unit (D&C)**
4th to 9th	NS will publish a Go report (the frequency will be defined between the regional DM and the NS). Response actions and DANA continue. Assessments should be conducted using ODK and Mega V. At the end of the first week, there should be clearer data on beneficiaries and intervention areas. Results should be shared with Regional DM and National EOC. NS will participate in national coordination meetings to optimize resources and support a coordinated response.	HCCST will participate in regional EOC meetings and will maintain contact with NS, regional DM and ARO.	D&C will continue managing EOC, update impact dashboard and will produce an Infographic. D&C will produce information bulletins as per defined procedures. In a yellow category, the DREF implementation will be monitored. In case of an EA, a Plan of Action will be produced including a Human Resources plan, mobilization strategy and financial dashboard. Communications unit will produce press releases. Monitoring of the RIT/Surge alerts continues.
10th to 15th	NS will continue with response activities and continues participating in national coordination meetings to optimize resources and support a coordinated response. Assessments should be using ODK and Mega V. Results should be shared with the Regional DM and the National EOC.	HCCST maintains contact with regional DM and NS to support coordination and response actions. HCCST could designate a focal point as liaison officer between the strategic and operational direction.	D&C will manage regional EOC. Regional DM visits NS to monitor DREF implementation and will produce an Information bulletin. IM will update the dashboard. In case of an EA, the Plan of Action must be presented, up to 15 days after the start of the operation. Monitoring of the Human Resources Plan will be conducted including the RIT/Surge deployments.

Response from the second week up to the fourth week (first month)		
National Society (NS)	**Country Cluster Support Team (CCST)**	**Disaster and Crisis Unit (D&C)**
NS will continue implementation of DREF or EA response activities, coordinating with the regional DM and will submit required implementation reports. In case of an EA, if necessary, the Plan of Action and budget will be reviewed and will present a monthly report – Operation updates. Before the end of the first month.	HCCST will support the revision of the EA (if requested), will maintain coordination with D&C and will conduct a visit to the NS to monitor activities.	D&C will continue managing the EOC as per regional procedures. In yellow category, the regional DM will continue supporting the implementation of the DREF or EA activities and will conduct a monitoring visit (at least two months from the DREF – in case of EA the frequency will be defined with the Operations Coordinator). Monitoring of the RIT/Surge deployments continues and the necessary rotations. In case of an EA, the regional DM will support the NS in the production of an Operational Update no.1 (first month of the operation) and the revision of the Plan of Action and budget as necessary. Key positions will be published and will be recruited for a medium to longer term. A mobilization strategy of staff will be produced including a marketing document. Regional DM will support in organizing any VIP visits and will support the preparation of sector strategies and meetings with donors.

ROLE OF IFRC IN SHELTER CLUSTER

"The Global Shelter Cluster (GSC) is an Inter-Agency Standing Committee (IASC) coordination mechanism that supports people affected by natural disasters and internally displaced people affected by conflict with the means to live in safe, dignified and appropriate shelter[9]." During a disaster, NSs or ARO might be requested by the Humanitarian Country Team or the UN Resident Coordinator to lead the shelter cluster. The GSC is a public platform co-chaired by IFRC and UNHCR at the global level. It has 44 partners who participate on a regular basis. IFRC is convener of the Shelter Cluster in natural disasters while UNHCR leads the Shelter Cluster in conflict situations.

As the Shelter Coordination convener, IFRC supports existing humanitarian coordination mechanisms. Thus, in Latin America and the Caribbean, IFRC leads the Regional Group on Risks, Emergencies and Disasters for Latin America and the Caribbean (REDLAC) Shelter group, conveyed by OCHA. The group is developing a multi-agency shelter preparedness strategy for the region, incorporating COVID-19 considerations.

In addition, IFRC provides coordination support in inter-agency shelter response after natural disasters when requested by the host government or humanitarian partner agencies. This can include inviting the humanitarian shelter agencies to coordinate available resources, advocating for additional resources if required, and ensuring that appropriate shelter assistance can be provided to affected households in accordance with agreed standards.[10]

REGIONAL RESPONSE CAPACITY[11]

ARO has a response structure which includes:

- Disasters and Crisis Department (D&C): The disaster operations coordination lead with preparedness, monitoring and response responsibilities throughout the hurricane season.
- Country Cluster Support Team (CCST): The CCST provides strategic capability building support to the NS in all phases. This Plan includes CCST Port of Spain, CCST Santo Domingo, CCST Tegucigalpa, CCST Lima, North Cluster, and Overseas Branches.
- Surge Capacity: The regional response mechanism maintains a roster of Regional Intervention Teams (RITs) composed of persons from all NS in the region with the capacity to deploy as requested.
- Regional Logistics Unit (RLU): Based in Panama, the RLU oversees all supply chain tasks and procedures, procurement and custom clearance. Provides support to NSs in logistics, procurement and fleet management guaranteeing the application of IFRC's procedures and standards. The RLU is part of the Logistics, Procurement and Supply Chain Management Department (LPSCM) based in Geneva.
- Global Response Mechanisms: Emergency Response Units, Field Assessment and Coordination Teams and Head of Emergency Operations may be activated depending on the scale of the event and the level of alert declared and in coordination of ARO, CCSTs and NSs.
- Security Unit: Responsible for the overall management of security in the region. It provides support and guidelines to ARO and NSs regarding security incidents, monitoring and elaboration of NSs' Security Plans. The Security Unit is part of the EOC during emergencies.
- Additional support functions available include financial management, human resources and resource mobilization.
- Additional cross-cutting thematic sector expertise may be available related to cash transfer programming, gender, health, migration and WASH.

HUMAN RESOURCES CAPACITY

The Movement maintains a robust human resources capacity in the region that is the foundation for its response and preparedness programming. The region is strongly committed to ensure gender balance and equity through disaster operations and specific emphasis on 2020 deployments will be focused deliberate equity in deployments. Available Movement human resources capacity includes:

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[9] https://www.sheltercluster.org/about-us

[11] https://app.klipfolio.com/published/9808ab2ac674f2ab31f593052297c50c/aro_ns_resources

TYPE	CAPACITY
Volunteers	800,000
National Intervention Team (NITs)/Equipos Nacional de Intervencion (ENI)	1,342
Regional Intervention Teams (RITs)/Equipos Regional de Intervencion (ERI)	411
Trained Volunteers in Damage Assessment and Needs Analysis	2,242
IFRC Regional Disaster Managers (DM)	6
IFRC Country Cluster Support Teams	5

Additionally, in May 2020 a renewed partnership and MOU with PIRAC/French Red Cross building off the rich history of collaboration with the regional response platform in the Caribbean dating back to 2006. The MOU identifies PIRAC as a key response partner to support hurricane response in the Caribbean working in partnership with IFRC.

REGIONAL LOGISTICS CAPACITY

The current capacity of the RLU is:

Within 24 hours	Within 72 hours	Within One Week
NFIs for 500 to 1,000 families from Panama, air shipment to any destination in the Americas Region.	NFIs for an additional 500 to 1,000 families (1,000 to 2,000 total) from Panama, air shipment to any destination in the Americas Region.	From 1,000 to 3,000 families total, shipment by sea or land to central America, South America and some islands in the Caribbean.

IFRC pre-positioned stocks in other locations (beyond Panama) are currently available in:

- Guatemala (1,260 blankets + 280 kitchen set)
- Nicaragua (4,400 blankets + 1,100 jerrycans + 650 Kitchen set + 1,400 mosquito net)
- Honduras (5,000 blankets + 50 family tents)
- Dominican Republic (1,500 shelter tool kits + 3,000 tarpaulins + 3,000 mosquito nets + 3,000 jerrycans)
- French Red Cross' Regional Intervention Platform for the Americas and the Caribbean (PIRAC) based in Guadeloupe, maintains pre-positioned stock in Guadeloupe, Martinique and French Guiana.

SECTOR AREAS OF FOCUS

1. Disaster Risk Reduction
2. Shelter
3. Livelihoods (Including Cash Transfer Programming)
4. Health
5. Water Sanitation and Hygiene (WASH)
6. Protection Gender and Inclusion (PGI)
7. Community Engagement and Accountability (CEA)
8. Migration

Within each of these sectors there is one IFRC sector specialist.

With regarding to *Cash Transfer Programming*, the following resources are pre-positioned throughout the region:

- Pre-positioned debit cards
- Banking agreements

INSTITUTIONAL PREPAREDNESS, MONITORING, EVALUATION AND PLAN UPDATING

An efficient activation of this Regional Contingency Plan requires frequent reviews of roles and responsibilities - one month before the beginning of the hurricane season or at least once a year.

Keeping in mind all disaster/crisis situations would show different characteristics and require different response structures, it is always necessary to identify the prevailing and underlying factors and elements in countries which could affect the institutional and national response capacities during the hurricane seasons. These underlying factors may include political situations, development index, security conditions and possible effects from other disasters.

National Society Preparedness

The level of readiness for various countries in the region is included in the Institutional Preparedness Dashboard. In order to ensure better coordination during response to disasters and crises, NSs in the region should complete several preliminary preparation measures:

- Each NS identified in this plan should have a valid National Contingency Plan which identifies probable scenarios, available resources, response gaps and operating procedures.
- Review of mutual aid agreements for support in the event of an emergency (regional and/or bilateral).
- Identify available resources through databases which can be disseminated or consulted by all System parties (with information flowing between NSs and the System).
- Keep equipment ready for immediate deployment and ensure effectiveness of self-sufficiency capacities.
- Define the activation procedure both internally (for each NS) and at the regional level.
- Verify readiness of human resources for deployment.
- Collect information regarding possible intervention areas prior to deployments.
- Share and communicate SoP's to guarantee an effective response.
- Gather and share information of travel requirements for individuals and import of specific material in case of an emergency (for all countries).

Monitoring and Evaluation

The D&C team will have the overall responsibility to conduct monitoring visits to the field to verify the adequate implementation of the Contingency Plan and to promote opportune modifications and increased quality of the proposed activities.

In coordination with PMER, templates for narrative and financial reports will be shared to promote adequate information management, donor reporting, operational updates and final reporting. At the end of the hurricane season, regional and national meetings should be encouraged to address lessons learned under a unified methodology. If a regional meeting is not be possible, meetings should be held in the NS where the response took place.

The report of the lessons learned workshop is an important component for the revision process of the plan. Ideally, the workshop should be held up to one month after the end of the season and must take place at NS and regional levels.

A Real-Time Evaluation (RTE) should be considered as standard practice for any operation that is expected to have a budget over $10 million.

Plan Revision Mechanism

In order to capture experiences and to promote improvement of this Regional Contingency Plan, this document should be reviewed by the Regional Senior Management team, ARO Disaster and Crisis Unit, CCSTs and Country Offices after every activation for emergencies, crises, drills or simulations, and encourage System components to offer practical recommendations. This Regional Contingency Plan must be updated at least one month before the start of the hurricane season (April) by the Disaster and Crisis Department and then shared via email.

Exercises

It is recommended to conduct exercises, based on practical simulation-based approaches, to identify areas to improve this Regional Contingency Plan. These exercises should measure the response times of the NS, Regional and Global Response teams.

Simulations encouraging role playing help to identify role duplication or tasking gaps which are not yet specified in this Regional Contingency Plan. They are useful as a training process in order to strengthen each individual role to respond during disasters or crises.

The changes and updates must be shared with all the actors involved in the Regional Contingency Plan at the ARO, CCST and NS level.

This Regional Contingency Plan is produced in two languages: Spanish and English.

INFORMATION MANAGEMENT FOR THE HURRICANE SEASON

- For general operations information: https://www.goamericas.cruzroja.org/ and https://go.ifrc.org/regions/1
- For information on Surge: https://app.klipfolio.com/published/773cfe5e060090c4da83c35270b23a3c/dc_aro_surge
- Regional readiness: https://app.klipfolio.com/published/9808ab2ac674f2ab31f593052297c50c/aro_ns_resources
- NOAA: https://www.nhc.noaa.gov/
- Colorado State University: https://tropical.colostate.edu/

FOCAL POINTS DURING THE HURRICANE SEASON:

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ANNEXES

Annex No. 1
COVID-19 & Hurricane Response Planning Annex (2020)

Critical COVID-19 Considerations
1. **Humanitarian Access**
2. **National Response Capabilities**
3. **Logistics & Supply Chain**
4. **Response Personnel Duty of Care**
5. **Reconsider Vulnerabilities and High-Risk Populations**
6. **Evacuation and Shelter Density**
7. **COVID-19 Communications**
8. **Cash Transfer Programming**

Each of these challenges and considerations are expanded upon below along with recommendations as to how best to adjust preparedness and response programming to account for COVID-19 and informed by the 2020 virtual Pre-Hurricane Conference learnings.

1. **Humanitarian Access:**
   - As part of their efforts to respond and contain the spread of the COVID-19 pandemic, countries adopted emergency decrees and extraordinary measures that put restrictions on freedoms of movement and assembly. In many instances, these restrictions do not expressly mention the Red Cross and IFRC among the beneficiaries from the exemptions provided which may lead to legal uncertainty around the ability for the IFRC to effectively activate its regional response mechanisms in case of a disaster. The inability to do so could jeopardize the IFRC and NS response in regional and domestic contexts, resulting in dire consequences for vulnerable populations.
   - To mitigate this risk and ensure that essential humanitarian assistance and the work of the IFRC and NS be facilitated, including the essential movement of volunteers, staff and goods within and between countries, focused and effective humanitarian diplomacy will need to be undertaken by IFRC and NS, at both regional and national levels. In this regard, analysis, monitoring of and counselling regarding the impact of governmental measures on humanitarian access for the IFRC and NS is an important component of this Regional Contingency Plan.
   - *Actions Steps:* To support the effective activation of the IFRC regional response mechanism and effective operations of the NS on the field, the following activities will be carried out:
     a) Ensure Red Cross has pre-established exemption in humanitarian access decrees to ensure movement of volunteers/staff and supplies.
     b) Regular update of the data base, legal mapping and advocacy profiles for priority countries developed since the beginning of the pandemic. Those will inform the Regional Information Updates and contribute to inform internal decision-making;
     c) Based on the recommendations stemming from the advocacy country profiles, defining a humanitarian diplomacy strategy to successfully advocate for humanitarian access for IFRC and NS (staff and volunteers);
     d) Technical/legal support will be provided by the DCPRR DL Unit and the CCST DL officer to Operations, Logistics, CCST and NS.

2. **National Response Capabilities**
   - Hurricane responses will be more reliant than ever on national and local response capabilities. Responses will be as local as possible and as regional as needed with continued increased investments in enhancing National Society capacity at national and branch levels. Integrated programming with local partner organizations and communities will support communities to be more resilient and better prepared for future disasters (including hurricanes in the Americas).
   - All National Societies and Movement partners active in the region are encouraged to revise and update their 2020 Contingency Plans and Standard Operating Procedures (SOPs) to reflect current

operational realities and hurricane forecasts. Special attention should be made for COVID-19, considering the range of implications on the region and the response environment. All National Societies in the regional should have a valid National Contingency Plan which identifies probable scenarios, available resources, response gaps and operating procedures.

- *Actions Steps*:
  a) Increase investments in NS response capacities specifically for responses in a COVID-19 world.
  b) Ensure capabilities for both emergency response and recovery programming.
  c) Using the guidelines for Regional Response Plan (RRP), ensure remote support from regional Movement partners for COVID-19 responses.

3. Logistics and Supply Chain

- Emergency stockpiles are limited and global supply chain is not guaranteed. Pre-qualifying main suppliers (goods and services) for hurricane response is important. For IFRC and NSs, medical supplies & PPE are continuously being sourced but will likely continue to be limited.
- It is important for NSs and local organizations to evaluate logistics stocks and determine if supplies are needed to be staged pre-hurricane.
- *Actions Steps*:
  a) Identification, sourcing and stocking of PPE for i) response personnel ii) intervention beneficiaries
  b) Pre-qualification of main suppliers
  c) Recommend NS evaluate logistics stocks and determine if supplies are needed to be shipped/staged pre-hurricane and to collectively share this information using GO

4. Response Personnel Duty of Care

- Red Cross response personnel are at an even higher risk of burnout, cumulative stress and risk of virus contraction.
- Hurricane responses will be more reliant than ever on national and local response capabilities. Responses will be as local as possible and as regional as needed with continued increased investments in enhancing National Society capacity at national and branch levels.
- *Actions Steps*:
  a) Identification of those personnel from IFRC, NITs, and RITs most likely to be called for response regionally and nationally (including volunteers within communities)
  b) Virtual training for IFRC, NITs, RITs and other personnel most likely to deploy as to use of PPE and other measures needed for likely response personnel at both the national and regional levels
  c) Continue expanding NITs and RITs capabilities through virtual trainings
  d) Consider response personnel rotations and supplementary pools of personnel given COVID-19 response strains on personnel
  e) Adjust volunteer induction trainings in advance so that COVID-19 considerations are incorporated
  f) Risk management should be systematized on each operation, including deployment of a risk management focal point on large operations.

5. Reconsider COVID-19 Vulnerabilities and High-Risk Populations

- Given COVID-19, there is considerable interruption of humanitarian programmes that target vulnerable populations.
- Protection risks are on the rise: Gender-based Violence, Domestic Violence, Child Protection, Stigma and Discrimination, Trafficking.
- Impact on livelihoods and access to resources and services can deepen inequalities based on gender and diversity.
- Negative coping mechanisms may be fed by unpredictability, fear and myths around the pandemic.
- Distancing measures in care and caregiving contexts cannot be accomplished totally.
- Red Cross needs to consider the prioritization of needs according to groups in greater situation of vulnerability.
- *Actions Steps*:

a) Pre-assessment of potential beneficiaries through pre-disaster VNA that includes identification of vulnerable target groups and areas. Building potential beneficiaries database.
b) Plan to protect and support older people and those with underlying health complications
c) Develop needs assessments with a COVID-19 lens incorporated for the identification of vulnerable situations, protections risks and the direct implications for specific people based on their gender, age, disability and other characteristics.
d) Reinforce community feedback mechanisms to determine humanitarian needs, assess gaps and improve response actions.
e) Rethink the way we work and the tools we use to foster participatory approaches and inclusiveness by listening/contextualizing messages to reduce social stigma and discrimination.
f) Ensure that DAPS (dignity, access, participation and security) with COVID-19 consideration are a part of the common principles of emergency response and recovery this hurricane season.

6. Evacuation and Shelter Density

- It will be increasingly difficult to evacuate and house large numbers of persons considering travel restrictions and physical distancing regulations.
- Advanced preparation is essential to ensure plans for evacuation and/or local sheltering is possible.
- Additional safety measures for shelters amidst COVID-19 are being considered and implemented (including testing, limiting numbers at shelters, no animals, etc).
- Local hotels, hostels or other types of individual housing solutions should be considered as shelter options so that social distancing can be maintained.
- *Actions Steps*:
  a) Identification of alternative shelter solutions (hotels, hostels or individual rented homes) to decrease overcrowding in a COVID-19 response.
  b) For collective centers, consider internal division of spaces for social distancing and revised shelter capacity projections accordingly.
  c) Ensure protection measures for staff and volunteers working in collective centers.

7. COVID-19 Communications

- COVID-19 is evolving rapidly with additional new data and information available and changing. This remains a highly dynamic situation with a great deal of misinformation.
- The complexity related to COVID-19 will likely be exacerbated during a hurricane response. Clear and effective communication will be more essential than ever.
- *Actions Steps*:
  a) Adapt early warning messaging to include information on physical distancing and preventative behaviors during evacuations.
  b) Clear, timely and consistent messaging from the Movement will be essential to combat rumors, erroneous information and misunderstandings.

8. Cash Transfer Programming

- Nearly every household will feel effects of COVID-19 economically. For many people in humanitarian crises, particularly those at the margins of society, the economic impact of COVID-19 will be greater and longer-lasting than the health consequences.[12]
- COVID-19 presents a challenge to Red Cross cash transfer programming as people predominantly prefer face-to-face interaction. Many Red Cross participation and feedback mechanisms carefully developed over the years rely heavily on personal contact.[13]
- Many of the previous market assumptions and analysis are no longer valid given COVID-19 market disruptions that have taken place and that will likely be exacerbated by a hurricane.
- *Actions Steps*:
  a) Prior to hurricane, conduct market assessment, baseline market surveys, supply chain analysis and calculation of minimum expenditure basket. Consider how COVID-19 has already disrupted the market.

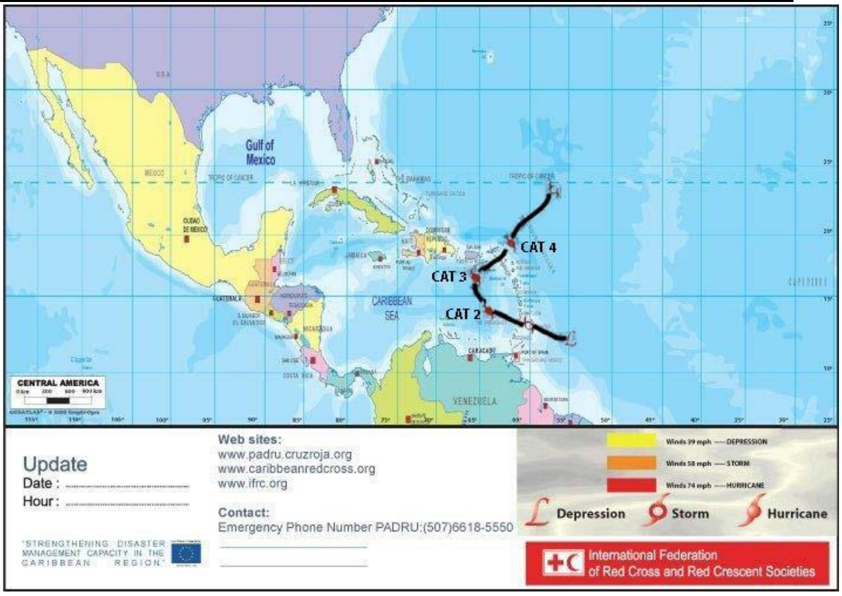
[12] https://reliefweb.int/report/world/cva-covid-19-listen-people-and-act-what-they-say
[13] Ibid

b) Ensure agreements with Service Providers for cash programs are completed and that they take into consideration COVID-19 factors. Then test payment mechanisms.

These challenges and related action steps were all identified through the 2020 Red Cross Pre-Hurricane Conference and correspond directly to the concerns expressed by the NSs involved and other participants. Action steps are intended to be followed up by appropriate Red Cross personnel based on areas of responsibilities.

Annex No.2

Example A. **Eastern Caribbean: Development of a class 4 hurricane with high winds.**



General description of event:

Day 1: Depression Formed

- A depression forms in the Atlantic arriving westwards at 11 degrees north.
- The threat is a tropical storm warning for Grenada.

Day 2-3: Storm becomes a hurricane

- The hurricane (category 2 and then 3) picks up speed causing an increasing threat of storm surge in neighboring islands (Saint Vincent, Saint Lucia, Martinique, Dominica, Guadeloupe).

Day 4: Hurricane strengthens before hitting land

- The islands of Antigua and Barbuda, Saint Kitts and Nevis, Montserrat are affected by the hurricane. Antigua directly hit by the eye of the hurricane.

Geographical Location of the Threat:

Named tropical storm west of Grenada 11 north 59 west
13 north 64 west becomes category 2 out at sea
16 north 65 west becomes cat 3 out at sea
18 north 61 west becomes cat 4 after having crossed the leeward islands
56 north 56 west reverts to tropical storm

Historical Context of Threat and Previous Events:

Area of Eastern Caribbean has been consistently affected by hurricanes over the last 50 years, with an increased occurrence in the last 6 years.

People have not recovered in many islands from previous hurricanes

Level of Impact:

Country	Category	Description of Impact
Grenada, Grenadines and St. Vincent	Tropical Storm	-Grenada: tropical storm: damage to coast line; wind downs power lines (the government will most likely shut down power in the areas at risk) -The threat in the Grenadines and St. Vincent is uprooted trees from the previous hurricane, with extensive deforestation: strong vulnerability to wind (roads, lamp posts) -Estimated population affected: 2000 affected.
Saint Vincent, Saint Lucia, Martinique, Dominica, Guadeloupe	II-III	-Coastal erosion is increased through storm surge -Windward islands: Evacuation required for low lying coastal areas, small crafts are asked to come into ports. Erosion. -Many fishing communities affected.
Antigua, Barbuda, Saint Kitts and Nevis, Montserrat	IV	-Mass destruction in Antigua: no roads, no power, homes destroyed; 50,000 persons affected (out of a population of 75,000). Barbuda, Saint Kitts and Nevis, Montserrat gets similar impact, though slightly less.

Example B. <u>**Western Caribbean: Development of a class 4 hurricane with high winds.**</u>

General description of events and Geographical Location of Threat:

Day 1: Tropical Depression Alpha

- Located latitude 72 west 15 north.
- With max winds 30 mph traveling NNW at 15 mph.

Day 2: Category 2 hurricane

- Approaching Haiti with max wind gust of 100 mph
- Located 73 west 17.5 north
- Hurricane forced winds extend out 50 miles and
- Tropical storm winds extend 100 miles from center moving at 12 mph

Day 3: Category 3 hurricane

- Hurricane warnings in place for the Eastern tips of Cuba and watch for Bahamas with max sustain winds of 115mph.
- Located 20 north 74 west moving 19 mph NNW.

Day 4: Category 4 hurricane

- Hurricane at category 4 at 140 mph. Located 23 north 77 west moving at 20 mph in a NNW direction. Located directly over Bahamas.

Level of Impact:

Country	**Category**	**Description of Impact**
Haiti	II	-1.5 million people affected -Flooding and Roofs lost (damaged houses) -Communications, utilities and vegetation lost -75% of population moves to shelters -Defense force activated -Hospitals are at full capacity and some medical facilities will be overwhelmed
Jamaica	III	Flooding, wind damage
Cuba	III	Flooding, wind damage
Bahamas	III-IV	-Flooding. Transportation becomes an issue as well as communications between islands. -Flooding on all islands. - Roofs lost (damaged houses) - Vegetation lost -Utilities lost -75% of population moves to shelters - Defense force activated - Hospitals are at full capacity and some medical facilities will be overwhelmed -Maximum affected population-300,000

Example C. **<u>Central America: Development of a class 3 hurricane with high levels of wind</u>**.

General description of event:

Day 1: Category 4 hurricane

- Enters Nicaragua at Bluefields average speed wind speeds of 260km/h gusting to 350 km/h.
- Waves of up to 10 meters devastate the coast and creating storm surge of 1 to 3 meters flooding large parts of the coastline causing severe damage.

Day 2: Category 3 hurricane

- Storm weakens to category 3 hurricane as it enters Honduras in the region of Danli.

Day 3: Category 2 hurricane

- Storm weakens to category 3 hurricane as it moves over the area of Izbal in Guatemala.

Day 4: Category 1 hurricane

- The storm further weakens to a category 1 hurricane as it moves north over the Yucatan Peninsula and the state of Quintana Roo.

Geographical Location of the Threat:

Northern Nicaragua: Category 4
Honduras: Category 3
Guatemala: Category 2
Mexico: Category 2 and 1

Level of Impact:

Country	Level	Description of Impact
Nicaragua	IV	Massive displacement of populations; affects infrastructure, roads and basic services; destroys crops and homes.
Honduras	IV	Displacement of populations; affects, roads, basic services and other infrastructure; destroys home crops and livestock.
Guatemala	III	Flooding destroys basic services including the closing of ports; displacement of population; crops destroyed.
Mexico	II	Affects large numbers of the population, homes, crops and basic service infrastructure.
Cuba	Collateral	Flooding; destruction of homes and basic services.
Colombia	IV	Destroys homes, basic services and impacts tourism (San Andres y Providencia).
Salvador	Collateral	Flooding affects population, crops and infrastructure; causes landslides.

Annex No.3

First Informative Message - Alert.

First Report: Internal mailing list - Alert
To: D&C
Copy to: Heads of Programs and Operations, CCST
Subject: Monitoring + Country + Type of Disaster + Date
DMIS: This information is not to be posted on DMIS

Which structure? A simple, concrete message that informs about the first alert.

Purpose? Intended to alert and activate all the staff from the D&C, confirm the information and to alert of the technical sectors in order to identify possible technical support and/or intervention.

Important: This message should be elaborated as soon as the information is shared with D&C (from media reports and/or National Societies)

Template to be used:

1. Country: *(write here)*
2. Type of emergency: (summary, up to 10 lines): 2.1. Short summary about the situation, specifying the type of disaster. 2.2. Where is happening. 2.3. What has been done so far. 2.4. Who is monitoring the situation. 2.5. Is there any kind of response? By who? 2.6. Forecast of the situation.
3. Information Sources: *(please specify)*
4. Name of the person who elaborate the message: *(write here)*
5. E-mail: *(write here)*
6. Date and time: *(write here)*

Annex No.4

Second Informative Message - Alert.

Second report: External mail of alert

To: AROD&C, ARO
Copy to: Affected National Society
Subject: Alert + Country + type of disaster + date
DMIS: This information should be included in the DMIS

Which structure? This email confirms the preliminary information. It should summarize clearly and concretely everything related to the disaster, activities done by the NS, support done by DM and should have all the actions D&C completed by D&C so far. Additionally, it should include all the data collected from other organizations or external actors.

Purpose? To keep IFRC staff alerted and informed. To define Roles and Responsibilities of each area. To promote coordination at technical level with focal points from other organizations about information management. To analyze and identify next steps and future support to be given by the DM to the National Society (including technical sectors)

Template to be used:

1. Type of emergency: *(write here)*
2. Country: *(write here)*
3. Information Sources: *(write here)*
4. Contact with the National Society: *(write here)*
5. Contact with the Head of CCST: *(write here)*
6. Contacts with other organizations: *(write here)*
7. Description of the event: *(write here)* 7.1 What kind of specifics situations are happening according to the magnitude and type of event. 7.2 Where is happening and possible differentiation of affectation by community. 7.3 Summary about the development of the situation from the beginning to the date of external alert. 7.4 Humanitarian consequences for each sector. 7.5 Forecast of the situation.
8. Activities implemented by the National Society: *(write here)*
9. Actions taken by other organizations: *(write here)*
10. Coordination at ARO: *(write here)*
11. Final dispositions: *(write here)*
12. Name of person who elaborate the report: *(write here)*
13. E-mail: *(write here)*
14. Date and time: *(write here)*

Annex No.5

Third Informative Message - Follow up.

Third report: Information of monitoring

To: ARO D&C
Copy to: Affected National Society
Subject: Info. Monitoring (#) + Country + type of disaster + date
DMIS: This information should be included in the DMIS

Which Structure? Uses the same template than alert message, with the only difference that is used to follow up the situations of the disaster and on-going operations. It should have new and updated information comparing with the previous mail. This is a monitoring report.

Purpose? To keep the IFRC staff alerted and informed and to determine responsibilities.

Template to be used:

1. Type of emergency: *(write here)*
2. Country: *(write here)*
3. Information Sources: *(write here)*
4. Contact with the National Society: *(write here)*
5. Contact with the Head of CCST: *(write here)*
6. Contact with other organizations: *(write here)*
7. Description of the event: *(write here)* 7.1 What specific situations have happened according to the magnitude and type of event. 7.2 Where is happening and possible differentiation of affectation by community 7.3 Summary about the development of the situation from the beginning up to the date of external alert. 7.4. Humanitarian consequences for each sector. 7.5 Forecast of the situation.
8. Actions taken by the National Society: *(write here)*
9. Actions taken by other organizations: *(write here)*
10. Coordination at D&C: *(write here)*
11. Final Dispositions: *(write here)*
12. Name of the person who elaborate the report: *(write here)*
13. E-mail: *(write here)*
14. Date and time: *(write here)*

Annex No.6

Fourth Message – Closure

Fourth message: Closure.

To: ARO D&C
Copy to: Affected National Society
Subject: Closure + Country + type of disaster + date
DMIS: This information should be included in the DMIS.

Which Structure? A protocol communication to end and close the monitoring process (if an event does not become a disaster) or to announce the end an operation.

Purpose? To keep the IFRC staff informed and alerted and to determine responsibilities.

Template to be used:

1. Type of disaster: *(write here)*
2. Country: *(write here)*
3. Coordination in D&C: *(write here)*
4. Description of the event: *(write here)* 4.1 What and where happened. 4.2 Summary of how the affectation evolved. 4.3 Summary of response operations
5. Final dispositions: *(write here)*
6. Name of people who elaborate the report: *(write here)*
7. E-mail: *(write here)*
8. Date and time: *(write here)*

Annex No.7

Key Messages for the Hurricane Season 2020

International Federation of Red Cross and Red Crescent Societies

Hurricanes / 21 May 2020
Forecast for the 2020 season

- The hurricane season officially began on May 15 in the Pacific Ocean and June 1 in the Central Atlantic, ending on November 30 in both areas.
- For this hurricane season in the Atlantic Ocean, meteorologists expect between 9 and 15 tropical storms. Of those, it is likely that between 4-8 may become hurricanes including 2 to 4 major hurricanes14.
- An active hurricane season is forecast in the Atlantic in 2020 with a 30% chance of being a season above normal, 30% chance of being below normal and a 40% chance of being a season close to normal15.
- The current "weak" El Niño phenomenon seems to persist in 2020. The average sea surface temperature in the tropical Atlantic is slightly below normal, and in the northern Atlantic it is colder.

General Messages

- The frequency, severity and effects of natural disaster are increasing as a consequence of factors such as climate change, large-scale unplanned urbanization, puberty, inequality and environmental degradation.
- Latin America and the Caribbean are one of the regions in the world most prone to disasters. The entire region, particularly the Caribbean and the West Coast of Central America, is annually affected by tropical storms and hurricanes that regularly devastate coastal communities and often cause landslides and floods.
- But the communities of this region are not just victims of tropical storms and hurricanes. The minor scales disaster, such as floods, continue to have devastating effects on vulnerable communities, many of which are also highly vulnerable in the social, political, economic and environmental fields.
- Reducing vulnerability will only be achieve with the participation of various agencies and, in particular, with greater government investment in disasters prevention and mitigation programs.
- The humanitarian organizations must develop more appropriate and integrated disaster management policies and practices in order to help reduce vulnerability through their health, livelihood, education and environmental protection programs. In addition, it is necessary to continue consolidating local capacity for disaster response.
- The conditions of security and safe access will be key to humanitarian action where National Societies play an important role given their high acceptance in the most vulnerable communities within the hurricane corridor.

Actions of the Red Cross

Disaster preparedness saves lives. The more aid agencies, communities and people are prepared, the greater the security of the latter in the long term.

- The Caribbean and Central American Red Cross National Societies help communities prepare for the next hurricane season.
- The Disasters and Crisis Unit of the International Federation of Red Cross and Red Crescent Societies, based in Panama, has the capacity to simultaneously respond to two disasters and serve 7500 families in each.

[14] https://www.cruisingworld.com/noaas-2019-atlantic-and-pacific-hurricane-season-predictions/

[15] https://www.noaa.gov/media-release/noaa-predicts-near-normal-2019-atlantic-hurricane-season

- Stock (about 14 thousand items) pre-positioned in Panama, Guatemala, Nicaragua, Honduras and Dominican Republic. Stock in transit to be pre-positioned in the National Societies of The Bahamas, Barbados, Jamaica, Saint Lucia, and Trinidad and Tobago.
- In addition, the International Federation can quickly release funds from its Disaster Relief Reserve Fund (DREF), which allows Red Cross Societies to quickly acquire the necessary relief items.

Risk Reduction

- Only take a hurricane or tropical storm to cause a disaster. The success of a recovery operation lies in the affected communities being stronger and safer before the disaster.
- Residents, businesses and government agencies from coastal or near-shore regions should prepare for the hurricane season, regardless of any seasonal forecast. (NOAA-USA).
- As auxiliaries of the public authorities in humanitarian affairs, Red Cross and Red Crescent National Societies can play a key role in promoting sustainable risk reduction measures.
- Preparedness measures in anticipation of disasters - such as the storage of relief supplies, the training of volunteers and staff members on risk maps, relief coordination, search and rescue, first aid, evacuation procedures, alarm exercises and simulacra - undoubtedly save lives.
- The effectiveness of early action depends on early warnings that reach people in a timely and understandable manner; In turn, the effectiveness of the response depends to a large extent on the degree and quality of these preparedness measures.
- Coordination between partners is vital to ensure adequate preparation and effective response to disasters.

Climate Change

- Due to climate change, average temperatures begin to increase, affecting weather variability. This causes natural hazards such as floods, droughts, heat waves and storms to become more frequent and more intense.
- Tropical cyclones and hurricanes can bring rain and stronger winds, and cover more territory, due to the effects of climate change.
- Predict the magnitude and extent of phenomena such as El Niño and La Niña becoming more complex due to climate change.
- El Niño is expected to continue during the 2020 summer of the northern hemisphere (66% probability), with a low probability of continuing during the autumn and winter (50-55% probability)16.
- The International Federation advocates climate change adaptation measures to mitigate the humanitarian impact of these disasters, especially in urban populations.

Good practices in humanitarian donations

- It is important to sensitize and raise awareness among the population about the fact that donating is not giving what one has left, but helping other people to have what they need.
- Before requesting a donation, it is advisable to think about:
    - Respect the rights of affected communities and fundamental humanitarian principles.
    - Be based on damage assessment and needs analysis (EDAN) in the affected community.
    - Promote cash donations, since they can help strengthen local markets and are more agile in processing.
    -
- Recommendation for media:
    - Manage information with social responsibility during the emergency.
    - Collaborate so that spontaneous donations take into account needs and criteria set by the authorities and humanitarian aid agencies.
    - Develop knowledge and contacts to obtain technical information on emergencies.

[16] https://www.cpc.ncep.noaa.gov/products/analysis_monitoring/enso_advisory/ensodisc.shtml

- Do not collaborate with the indiscriminate shipment of used clothing, home-made foods, medicines of all kinds, blood and blood products, rescue personnel and doctors.

Annex No.7
List of Primary and Secondary Contacts

Information management for the hurricane season

For general operations information:
https://www.goamericas.cruzroja.org/
https://go.ifrc.org/regions/1

For information on Surge Capacity:
https://app.klipfolio.com/published/773cfe5e060090c4da83c35270b23a3c/dc_aro_surge

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