**Situation Report (SitRep) Template**

[Disaster Event] Report No.:

Report Date/Time:

Next scheduled report:

Location / Affected Area(s):

1. **Weather Tracking Update**

*[The Weather Tracking Update shares current and forecasted conditions in Chuuk, that may affect communities and response work. It covers rainfall, storms, wind, and any alerts from the weather service. Monitoring these patterns is key, as heavy rain or strong winds can cause flooding, landslides, or travel disruptions between islands. This update also notes what to expect in the coming days and how it may impact local communities and response operations.]*

***Sample:***

As of today, Chuuk is experiencing scattered showers with moderate winds from the east at 15–20 mph. Rainfall has been steady in several municipalities, raising the risk of localized flooding in low-lying areas. Forecasts for the next 72 hours indicate continued rainfall with possible thunderstorms, particularly in the northern lagoon islands. While no major storm systems are currently approaching Micronesia, the combination of heavy rain and rough seas may delay inter-island transport and complicate supply movements. Response teams are advised to monitor conditions closely and adjust field activities as needed.

1. **Situation Overview**

*[This section gives a snapshot of the situation in Chuuk, including the impact on communities, damage to homes and infrastructure, and disruptions to basic services like water, health, and transport. It also highlights immediate priorities set by local authorities and partners, as well as emerging risks that could affect response operations.]*

***Sample:***

Heavy rainfall over the past week has affected multiple municipalities in Chuuk, leading to localized flooding and minor landslides in low-lying and coastal areas. Several households have reported damage to homes, while schools and churches are being used as temporary shelters. Transportation between lagoon islands has been disrupted due to rough seas, limiting the delivery of supplies and access to health services. Local authorities have identified safe shelter, clean water, and food assistance as immediate priorities. While no major storm system is currently forecast, continued rain may increase risks of flooding and further displacement in the coming days.

1. **State Response Activities**

*[This section summarizes the actions taken by Chuuk state authorities to support affected communities, including evacuations, shelter management, and relief distribution. It also highlights coordination with local leaders, national agencies, and partners, as well as any challenges faced in delivering assistance.]*

***Sample:***

Chuuk state has set up temporary shelters in schools and community centers for displaced families and are distributing food, clean water, and emergency supplies. Evacuation support was provided in flood-prone areas, and municipal teams are coordinating with national agencies and humanitarian partners to restore access to health services and transportation routes. Authorities continue to monitor weather conditions and adjust response activities as needed.

1. **Challenges and Gaps**

*[This section highlights the main obstacles and unmet needs in Chuuk, including damaged infrastructure, limited access to remote areas, disrupted services, and adverse weather. It also covers gaps in food, water, shelter, medical supplies, or personnel, as well as coordination or information challenges that affect response efforts.]*

***Sample:***

Response efforts in Chuuk continue to face multiple challenges. Heavy rainfall and strong winds have caused flooding in low-lying areas and minor landslides in hilly regions, limiting access to affected communities. Rough seas and damaged transport routes between lagoon islands are slowing the delivery of relief supplies, including food, clean water, and medical kits. Many temporary shelters are reaching capacity, and access to health services remains limited in remote areas. Coordination between state authorities, municipal teams, and humanitarian partners is ongoing but complicated by communication gaps and resource shortages. Additional challenges include tracking displaced households, addressing the needs of vulnerable groups such as the elderly and children, and preparing for further adverse weather that could exacerbate flooding and infrastructure damage.

1. **Suggestions**

*[This section provides recommendations to address identified challenges and gaps, including ways to improve relief delivery, coordination, and access to affected communities. It highlights priority actions for shelter, food, water, health services, and logistics, as well as measures to manage risks from ongoing or forecasted weather.]*

***Sample:***

* Prioritize delivery of food, clean water, and emergency supplies to flooded and hard-to-reach communities.
* Expand temporary shelters and ensure they are equipped with necessities for displaced families.
* Strengthen coordination between state authorities, municipal teams, and humanitarian partners to improve information sharing and avoid duplication of efforts.
* Monitor weather forecasts closely and adjust response plans to reduce risks from continued rainfall and rough seas.
* Focus on reaching vulnerable groups, including children, the elderly, and those with limited mobility, to ensure their immediate needs are met.
1. **Annexes / Attachments**

Under Annexes / Attachments, include supporting materials like maps of affected areas, tables or charts on casualties and displacement, photos of damage, official communications or alerts, field assessment data, and logistics information such as relief supplies or shelter locations. These provide additional context and evidence for the situation report.

**Drafted by:** **Approved** **by**:

Justin Fritz Alexander R. Narruhn

**Director** **Governor**

Chuuk Disaster and Emergency Operations Center Chuuk State Government