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DISASTER PREPAREDNESS PLAN



T.H. Nick Emilio, Mayor Ettal

First Version

Created in partnership with Red Cross-Chuuk Chapter

First Edition

September 2020

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1. Objectives:

The objective of Ettal Municipal Disaster Preparedness plan is to:

- a. Strengthened community resilience and disaster designed to provide community members guidance in creating plans, activities to mitigate potential hazards, reduce vulnerabilities and safe lives.
- b. To design and capture basic information that adequately support individual and collective needs of each community.
- c. This plan is developed by community's disaster committees thru advised and guidance of various community members.
- d. The Municipal disaster committee shall share and educate members of communities.
- e. The Municipal Disaster Committee shall also share this plan to the State and National actors.

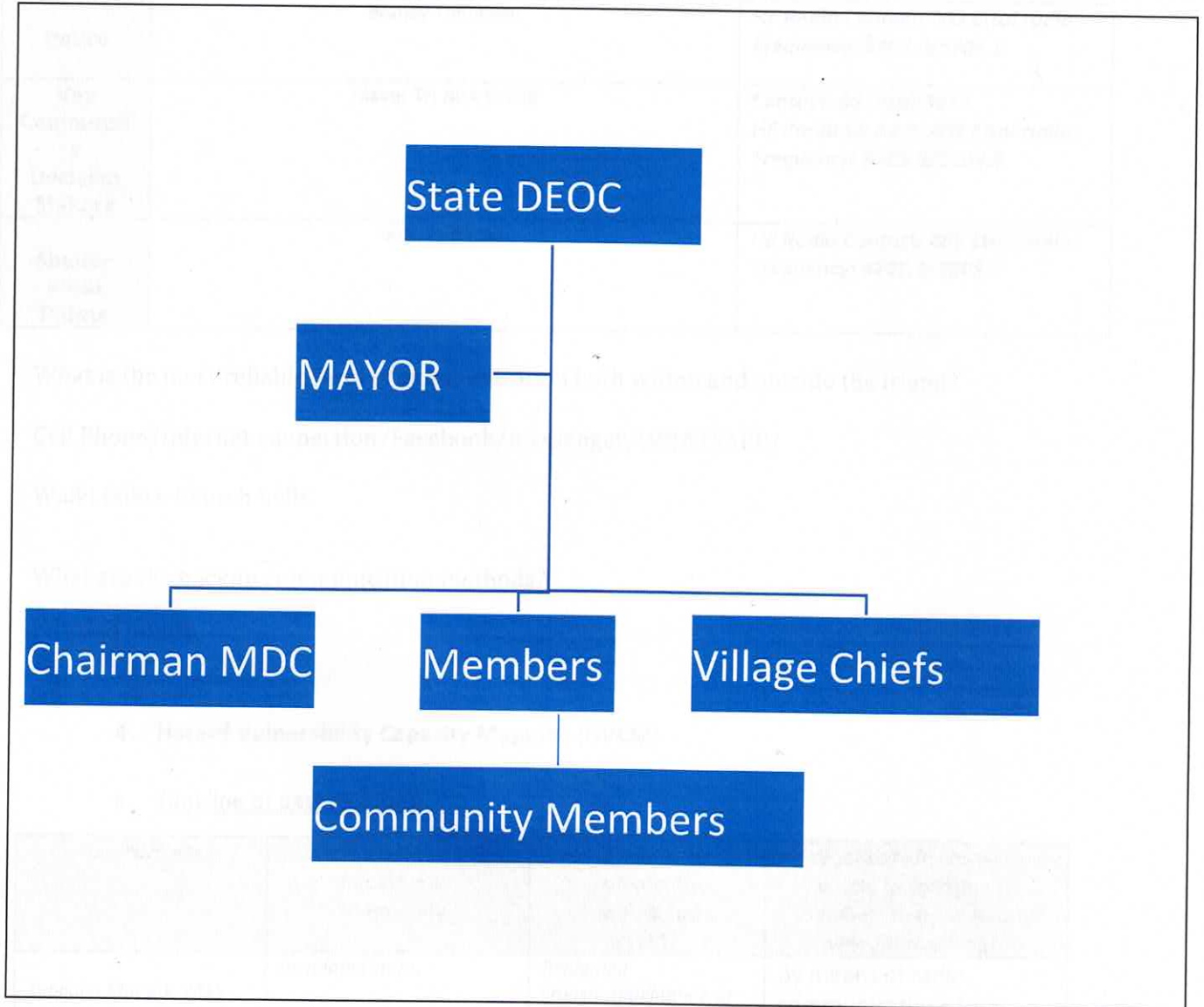
2. Community Profile

Key points of the community profile

Date Municipality	September 2020 Ettal Municipality
Site details GPS Coordinates	Ettal Atoll Latitude 5.56N, Longitude 1543.58E
Name of Municipal Leader	<p>Mayor: TH: Nick Emilio Contact: 691-930-3014 HF Radio Contact: 403 Ettal radio: Frequency: 5205.0/5205.5</p> <p>Acting Traditional Chief (Soupun) Mr. Pinios Pinios Contact: 691-930-3014 HF Radio Contact: 403 Ettal radio: Frequency: 5205.0/5205.5</p> <p>Ettal Disaster Committee Chairman Mr. Maurice Paulis Contact: 9307413 HF Radio Contact: 403 Ettal radio: Frequency: 5205.0/5205.5</p> <p>Ettal Disaster Committee members: Mr. Mensor Mensor Mr. Erickson Steve Mr. Primo Steven Mr. Johnny Pinios</p>
Access	<p>Airport (None) Seaport (None) Dock (None) Vessel anchorage (Outside of reef)</p>
Evacuation Centre	<p>Ettal Elementary School Catholic Church</p>

3. Communication

a. Phone/radio communication stream.



b. Emergency Contacts

	<u>Names</u>	<u>Phone Number/Radio Frequencies</u>
Health Assistant	Jacky Anion	<i>HF Radio Contact: 403 Ettal radio: Frequency: 5205.0/5205.5</i>
Police	Brandy Tulumwar	<i>HF Radio Contact: 403 Ettal radio: Frequency: 5205.0/5205.5</i>
Key Community Decision Makers	Mayor TH Nick Emilio	<i>Contact: 691-930-3014 HF Radio Contact: 403 Ettal radio: Frequency: 5205.0/5205.5</i>
Shelter Focal Points	Johnny Binios	<i>HF Radio Contact: 403 Ettal radio: Frequency: 5205.0/5205.5</i>

What is the most reliable form of communication both within and outside the island?

Cell Phone/Internet connection/Facebook/messenger/WHATSAPP/

Walki talkie, Church bells.

What are the backup communication methods?

Word of mouth.

4. Hazard Vulnerability Capacity Mapping (HVCM)

a. Timeline of past disasters

Hazard/ Year	How did this even impact your community?	How did the community cope/respond to event?	What signs/clues were visible to community members that the hazard was approaching?
<i>Typhoon Maysak, 2015</i>	<i>Inundated crops,</i>	<i>Replanted crops/rehabilitation of taro patches.</i>	By means of radio communications from State level.
Drought, 2018	Crops destroyed Ground water sources depleted/brackish		Crop leaf changing color from green to yellow and becoming dry. Taro patches become dry and taro plants became reddening.
King tide, 2018	<i>Inundated coastal crops</i>		
Typhoon Wutip,	Households		

2019	destroyed, crops destroyed,		
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Disaster	Impacts	Response	Recovery
Fire	Loss of crops and infrastructure	Evacuation of people and animals	Rebuilding of infrastructure
Drought	Water scarcity, crop failure, food shortages, drinking water and ground water sources	Water conservation, rationing, distribution of water, food supplies, relief aid	Water supply infrastructure, food security programs, State/National assistance
Wind/Tide	Damage to crops, infrastructure, food supplies, drinking water and ground water sources	Evacuation, distribution of food, water, relief aid	Rebuilding of infrastructure, food security programs, State/National assistance

Community emergency response

Disaster	Response	Recovery
Earthquake	Search and rescue, medical aid, shelter, food, water, clothing, blankets, hygiene kits	Rebuilding of infrastructure, financial aid, psychological support
Healthcare	First aid, medical aid, mental health support	Rebuilding of healthcare facilities, training of community health workers
Disaster communication	Emergency alert systems, community meetings, social media	Rebuilding of communication infrastructure, training of community leaders
Local Medical practitioners	First aid, medical aid, mental health support	Rebuilding of healthcare facilities, training of community health workers

b. Identifying and reducing vulnerabilities within the community

Hazard	Vulnerable assets/people	Possible Impact	Corrective Activities
<i>Typhoons</i>	<i>Elderly/ Individual with disability/ Boats/ Homes/ other infrastructures.</i>	<i>Damage or loss of boats, canoes and other properties/ Loss of lives</i>	<i>Secure all sea crafts on land above surge level/secure house roofs and households properties</i>
Drought	Elderly/Children/ People with special needs/ Crops/Taro patches/Breadfruits and coconuts/ Drinking water and ground water sources.	Depletion of water sources/spread of infectious diseases/ shortage of food supplies and water supplies.	Conserve and rationing of drinking water and food supplies. Request State/National assistance
King Tide	Elderly/Children/ People with special needs/ Crops/Taro patches/Breadfruits and coconuts/ Drinking water and ground water sources	Depletion of water sources/spread of infectious diseases/ shortage of food supplies and water supplies.	Conserve and rationing of drinking water and food supplies. Request State/National assistance

c. Community emergency capacity

i. Emergency Preparedness Skill Records

Community Member	Skill	Description of training and practice with the skill
<i>Health assistance</i>	<i>CPR/First Aid/ Radio operations/ Evacuation shelter training</i>	<i>State Health Services/ MRCS Chuuk Chapter</i>
State/ Municipal Police	CPR/First Aid/ Radio operations/ Evacuation shelter training	Department of Public Safety/ Department of Health
Disaster committee members.	CPR/First Aid/ Radio operations/ Evacuation shelter training	IOM/CDEOC/MRCS Chuuk Chapter
Local Medicinal practitioners.	Massages/local medicine/local therapy.	Skills and knowledges passed down from ancestors.

II. Identified Evacuation Shelters

Ettal Elementary school buildings and both Catholic and Protestant Churches were identified as evacuation shelters during disaster.

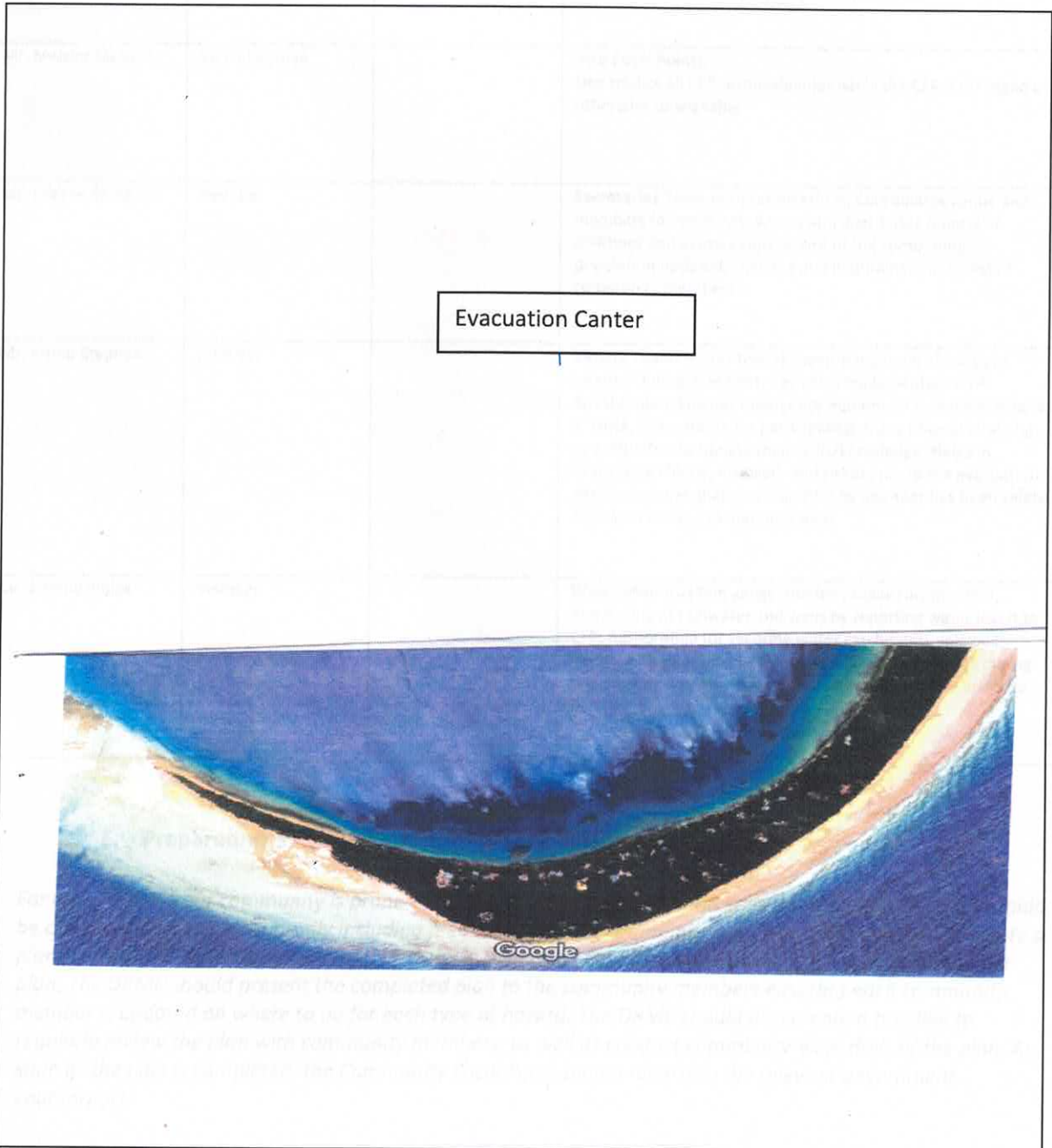
Hazard	Identified Structure	Shelter Manager	Status of state assessment (please coordinate with your DCO)
Typhoon	Church building/School building.	TBA	Assessed by DCO in March 2019.
Drought	N/A	N/A	Assessed by DCO, May 2016
King Tide	N/A	N/A	N/A

III. Evacuation Shelter Teams and Responsibilities

Shelter Focal Points	
<p>Evacuation Shelter Manager Mr. Bernis Sana</p> <p>Contact information: School Principal: HF radio: Freqncy. 5205.5 Handheld radios</p>	<ul style="list-style-type: none"> Responsible for overseeing all the operations Ensures that all members of the Shelter Management Team are adequately completing their roles and responsibilities without showing favouritism Liaison to the CDRC All members of the Shelter Management Team report to the Evacuation Shelter Leader
<p>Registration Focal Point Mr. Simon Lorenzo</p> <p>Contact information: Municipal Chief of Staff</p>	<ul style="list-style-type: none"> Meets with beneficiaries upon arrival to fill out registration forms Oversees the Registration Team Records requests and needs Totals beneficiaries into categories (males/females/children) Totals vulnerable populations (pregnant, sick, disabled) and their individual needs Creates a list of requested items from beneficiaries Shares data with the Distribution Team
<p>Relief Distribution Focal Point Mr. Harry Stephen</p> <p>Contact information: Village Chief, Eor village</p>	<ul style="list-style-type: none"> Responsible for inventory of supplies and distributions Oversees the Distribution Team Meets with the Registration Team to collect data using registration tally sheet (males, females, supplies needed etc) Works with the Management Shelter Leader deciding how to divide the resources

	<ul style="list-style-type: none"> • Implements protocols and systems for the distributions • Ensures that relief items are distributed equally based on individual needs • Ensures that all supplies are kept in a safe place
<p>Security Focal Point Mr. Brandy Tulumwar Contact information: Chief Police</p>	<ul style="list-style-type: none"> • Responsible for enforcing security protocols for the safety of beneficiaries • Oversees the Security Team • Meets with the Evacuation Shelter Leader to discuss potential security threats and action plans to prevent/mitigate potential security issues • Communicates with beneficiaries regarding safety policies • Ensures that all security issues/concerns are the priority • Works with the Distribution Focal Point to ensure all items for distribution are secure

c. Map of identified assets, points of significance and evacuation shelters



D. Disaster Risk Management Committee (DRMC)

Name of Identified Team Members	Local Titles	Phone Numbers	Determined Responsibilities
Mr. Maurice Paulis	Chairman		Disaster Response Focal Point (CFP) Key decision maker; Maintains emergency communications; Updates partners of latest action plans; Calls for DRC meetings; Reports the results of assessments to DCO; Liaises with government partners and ensures community-level plans are in line with national priorities; Continuously reviews and updates emergency action plans and climate adaptation plans as needed
Mr. Melsior Melsior	Vice Chairman		Vice Focal Points Undertakes all CFP responsibilities while the CFP is off island or otherwise unavailable
Mr. Ericson Steve	member		Secretaries Takes notes at meetings; Coordinates venue and members for meetings; Writes and distributes reports of meetings and plans; Keeps record of the community population updated; Updates and maintains contact list of community members
Mr. Primo Stephen	member		Rescue Team Ensures that all loose/dangerous objects are secured during a disaster; Performs implementation of disaster plan; Ensures emergency equipment is maintained and in stock; Responsible for participating in any relevant training opportunities to update their skills/knowledge; Helps in evacuating elderly, disabled, and sick people to the evacuation shelter; Ensures that each community member has been safely relocated to the evacuation shelter
Mr. Johnny Binios	member		Water Monitors Rain gauge monitor; Maintains monthly monitoring of rainwater and wells by reporting water levels to CFP; Responsible for securing water catchments and wells before a disaster hits; Ensures the water is not wasted during and after a disaster; Reports contaminated drinking water to CFP

E. Preparedness Action Plans for Primary Hazards

For each hazard your community is prone to there should be a detailed and step-by-step plan. The plan should be created by the DRMC primarily including feedback from the community members. The best way to create a plan is through a consultative meeting process, in which all committee members agree on each step of the plan. The DRMC should present the completed plan to the community members ensuring each community member is updated on where to go for each type of hazard. The DRMC should also create a timeline to regularly review the plan with community members, as well as conduct community-wide drills of the plan. As soon as the plan is completed, the Community Focal Point should relay it to the relevant government counterpart.

d. Action Plan for preparing for a particular hazard

HAZARD: _____

48
hours

24
hours



<i>Point to consider...</i>	<i>How will your community respond?</i>
Has each community member been informed? Are shelters ready for operation? Are the radios secured? Has the alarm sounded? Are rescue teams enacted? Are water sources and valuable assets secured?	
Are all community members in an evacuation shelter? Has a head count been done? Has the CFP been notified of head count? Have all communication devices been taken down and secured?	
IMPACT	
<ol style="list-style-type: none"> 1. What are the points of impact? 2. Are there any medical emergencies to attend to? 3. What are the states of the physical structures? 4. What are the immediate needs? 5. What is the community's access to food/water? How much? How many? 6. Have you completed an Initial Disaster Assessment form? See Annex D 	

Annex A
Municipality Profile: Federated States of Micronesia

INITIAL INFORMATION									
Site details									
State:			Municipality:						
Atoll/Island:			Date:						
GPS Coordinates:			Latitude:			Longitude:			
Name of municipality leader:			Contact of municipality leader:						
Demographics									
Age/sex	0-5 years		6-12 years		13-17 years		18-59 years		60+ years
Male									
Female									
Total									
Total # of Households									
Access									
Is there an airport?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, coordinates		X		Y		
Is there a distribution point?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, coordinates		X		Y		
Is there a dock?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, coordinates		X		Y		
Is there an evacuation centre?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, coordinates		X		Y		
			Or, if yes, location						
Communication									
Phone access	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Mobile access		<input type="checkbox"/> Yes	<input type="checkbox"/> No	Internet access		<input type="checkbox"/> Yes <input type="checkbox"/> No
Radio station access	<input type="checkbox"/> Yes	<input type="checkbox"/> No	HF Radio access		<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, frequency		
Access to HF Radio	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, frequency		Other type(s) of communication tool(s)				
Key Stakeholders									
Are there existing disaster management committees?				Name:			Contact:		
Other community leaders?				Name:			Contact:		
SERVICES									
Shelter									
# of families living with host family			# of HH with mosquito nets						
# of families living in temporary shelter			# of HH with access to electricity						
# of families living in permanent housing			# of HH with solar power						
WASH									
Av. rainfall every 6 months (mm)			# HH with private latrine						
Main source of water for drinking		<input type="checkbox"/> Well	<input type="checkbox"/> Rain Water	<input type="checkbox"/> RO Unit	<input type="checkbox"/> River	<input type="checkbox"/> Tap	<input type="checkbox"/> Other,		
Main source of water for cooking		<input type="checkbox"/> Well	<input type="checkbox"/> Rain Water	<input type="checkbox"/> RO Unit	<input type="checkbox"/> River	<input type="checkbox"/> Tap	<input type="checkbox"/> Other,		
# of public water catchments		General quality of water			<input type="checkbox"/> Clean	<input type="checkbox"/> Moderately clean	<input type="checkbox"/> unclean		
Signs of open defecation		<input type="checkbox"/> Yes	<input type="checkbox"/> No	Ongoing hygiene promotion campaigns?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Health									
Health facility situated within municipality		<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, Highest Level of Health facility					
Most prevalent health problems		<input type="checkbox"/> Diabetes symptoms	<input type="checkbox"/> Malnutrition	<input type="checkbox"/> Pink eye	<input type="checkbox"/> diarrhea	<input type="checkbox"/> Flu-like	<input type="checkbox"/> Other,		
Food and livelihood									
What is the most common source of obtaining food?			<input type="checkbox"/> Own produce	<input type="checkbox"/> Local market	<input type="checkbox"/> Commercial market				
Is there access to food distribution?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	Supplementary feeding for children			<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Access to market		<input type="checkbox"/> Yes	<input type="checkbox"/> No	# of families with source of income					
Education									
Educational facility situated within municipality		<input type="checkbox"/> Yes	<input type="checkbox"/> No	# of children attending school			Boys	Girls	
Highest level of educational facility within municipality?		<input type="checkbox"/> Elementary school		<input type="checkbox"/> High school		<input type="checkbox"/> College			
If children are not going to school, why not?		<input type="checkbox"/> Not accessible		<input type="checkbox"/> Infrastructure not suitable		<input type="checkbox"/> Family decision		Other,	

Annex B

Identified Structure: _____

Shelter Focal Points	Roles and Responsibilities
<p>Evacuation Shelter Manager</p> <hr/> <p>Contact information:</p>	<ul style="list-style-type: none"> • Responsible for overseeing all the operations • Ensures that all members of the Shelter Management Team are adequately completing their roles and responsibilities without showing favouritism • Liaison to the DRMC • All members of the Shelter Management Team report to the Evacuation Shelter Leader
<p>Registration Focal Point</p> <hr/> <p>Contact information:</p>	<ul style="list-style-type: none"> • Meets with beneficiaries upon arrival to fill out registration forms • Oversees the Registration Team Records requests and needs • Totals beneficiaries into categories (males/females/children) • Totals vulnerable populations (pregnant, sick, disabled) and their individual needs • Creates a list of requested items from beneficiaries • Shares data with the Distribution Team
<p>Relief Distribution Focal Point</p> <hr/> <p>Contact information:</p>	<ul style="list-style-type: none"> • Responsible for inventory of supplies and distributions • Oversees the Distribution Team • Meets with the Registration Team to collect data using registration tally sheet (males, females, supplies needed etc) • Works with the Management Shelter Leader deciding how to divide the resources • Implements protocols and systems for the distributions • Ensures that relief items are distributed equally based on individual needs • Ensures that all supplies are kept in a safe place
<p>Security Focal Point</p> <hr/> <p>Contact information:</p>	<ul style="list-style-type: none"> • Responsible for enforcing security protocols for the safety of beneficiaries • Oversees the Security Team • Meets with the Evacuation Shelter Leader to discuss potential security threats and action plans to prevent/mitigate potential security issues • Communicates with beneficiaries regarding safety policies • Ensures that all security issues/concerns are the priority • Works with the Distribution Focal Point to ensure all items for distribution are secure

Identified Structure: _____

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<p>Evacuation Shelter Manager</p> <p>_____</p> <p>Contact information:</p>	<ul style="list-style-type: none"> • Responsible for overseeing all the operations • Ensures that all members of the Shelter Management Team are adequately completing their roles and responsibilities without showing favouritism • Liaison to the DRMC • All members of the Shelter Management Team report to the Evacuation Shelter Leader
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Annex D

Standardized Initial Damage Assessment Form (IDA)

State Disaster Coordinating Officer (DCO)

Department of Environment, Climate Change and Emergency Management (DECEM)

State: _____
 Island: _____
 Municipality: _____
 Village: _____
 Assessment Date: _____
 Assessment Time: _____

Disaster Name: _____

Disaster Date: _____

Assessor Signature: _____

Assessor's Full Name: _____

COMMENTS

		<input type="checkbox"/> Road Access	<input type="checkbox"/> Boat access	<input type="checkbox"/> Air	<input type="checkbox"/> by foot only
		<input type="checkbox"/> HF/VHF	<input type="checkbox"/> Cellular	<input type="checkbox"/> Satellite	<input type="checkbox"/> EPIRB
1	Means of access (check all that apply)				
2	Means of Communications				
2.1	Primary Points of Contact (Mayor/Chief)				
3	Local Demographics (write how many)	Total Households			
3.1	Immediate Wellbeing	Sick/ ill	Injured	Missing	Dead
3.2	Population (write how many)	Infant/child (<5)	Adolescent (<15)	Adults	Elderly (>55)
3.3	Persons w/ disabilities or special needs	Pregnant	Blind/Deaf	Immobile	Other
3.4	Main dwelling houses	In Total	No/Minor Damage	Major Damage	Destroyed
3.5	Displaced households (not at home)	with Relatives	at a Church	Shelter/School	Left the Village
4	Water Supply (Circle Yes or No)	Affected?		Enough Available?	
4.1	Catchments	YES	NO	YES	NO
4.2	Ground Well	YES	NO	YES	NO
4.3	Stream Water	YES	NO	YES	NO
5	Agricultural Damage (select 1 for each)	A little Damage		Majority Damaged	
5.1	Banana	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.2	Breadfruit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3	Cassava/Tapioca	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.4	Coconut	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.5	Taro & Yam	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.6	Livestock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.7	How long the food supply will last?	<input type="checkbox"/> 1 week or less	<input type="checkbox"/> 2 weeks	<input type="checkbox"/> 3 weeks	<input type="checkbox"/> 4 or more weeks
6	Infrastructure	Functional		Impaired Function	
6.1	School Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.2	Church Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.3	Community Hall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.4	Government Buildings & Dispensaries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.5	Primary Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Totally Destroyed		Totally Destroyed	

5	Normal Electric Supply / Fuel								
6									
7	Security Concerns / Issues	<input type="checkbox"/> None	<input type="checkbox"/> Few Issues	<input type="checkbox"/> Major Issues	<input type="checkbox"/> Not Secure				
8	Overall Coping	<input type="checkbox"/> Strong	<input type="checkbox"/> Moderate	<input type="checkbox"/> Weak					

The Purpose of this form is to collect the important information which will provide an overview of the situation at the village level following a disaster. If possible, please include any photographs of the Damages, as this will be very helpful. More details assessments will follow if needed. This Form Should be completed and submitted to your State Disaster Coordination Office within 12 to 24 hours following a disaster or severe event.

EXPLANATORY NOTES:		COMMENTS (Continued from Page 1)
3.1 Immediate Wellbeing	Number sick, missing or dead. If any sickness indicate type in comments column. (e.g. Coughing, Diarrhea, Fever.)	Please use the line number to indicate which line your comments are for. Example: 3.1 following the disaster there were many instances of Diarrhea.
3.3 Persons w/ Disabilities or Special Needs	Pregnant women, elderly, young without family, cannot walk, cannot hear, cannot see.	
3.4 Main Dwelling houses	Total = the total number of occupied households before the event No/Minor Damage = the family can still safely occupy the home. Major Damage = the family can still safely occupy a portion of the home, but a portion of the home is not safe to occupy. Destroyed = The home is not safe to be occupied.	
3.5 Displaced Households	The number of households that have had to leave their primary home because the event has made it unsafe to occupy.	
7. Security Concerns/Issues	Is there likelihood or threat of unrest/violence/stealing? Violence against women?	
8. Overall Coping	What is the overall mood? Are community members helping each other? Are they sharing food and water? Have they started to make repairs?	