**PROJECT INITIATION DOCUMENT**

**Auditing Emergency Preparedness**

1. **Background**

Experience with past emergencies has shown that agencies and organizations participating in an emergency response need to act in a coordinated manner in order for the response to be effective. Besides, the developed and implemented approaches should allow ability to respond to a range of emergencies varying in scale, duration, and cause. Thus, developing mechanism to reinforce a quick, agile and flexible emergency response capacity should become one of disaster management agencies’ operational priorities for coming years.

With recent phenomena around the world, it is not just local disasters we need to consider. Disasters in other parts of the world now have a direct effect on economy of other countries; diseases in other countries can quickly find their way to other places. Food shortages elsewhere can cause food riots, which then lead to speculative price swings over the world, that can quickly raise the [cost of food](http://www.moneycrashers.com/food-prices-rising-affect-prepare/). A cyber-attack from international hackers could threaten our financial industry or even electrical grid. Therefore an effective emergency preparedness should be able to ensure that rapid, sufficient, and accurate actions are taken in emergency response phase.

1. **Objectives**

This research paper will identify why we should prepare for disaster and how we prepared for disaster, both in system and community. This paper will also elaborate government efforts, policies, and funding mechanism to prepare for disaster.

In addition, the paper will also provide information regarding emergency preparedness audit topics and case studies of best practices in this field and how to derive recommendation based on the problems.

1. **Responsible SAIs**

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| --- | --- | --- | --- | --- |
| Project leader | : | Indonesia |  |  |
| Member SAIs | : | 1. Austria 2. Bangladesh 3. Bhutan 4. Estonia | 1. Guatemala 2. Iraq 3. Maldives 4. Myanmar | 1. Nepal 2. Philippines 3. Suriname 4. Trinidad and Tobago |

1. **Project Design**
2. ***Project scope***

The project will emphasize on Auditing Emergency Preparedness, particularly those deal with natural disaster.

1. ***Target group***

The project targets SAIs within high prone of disaster area

1. ***Planned Methodology***
2. Literature review

The literatures that will be reviewed include academic literatures, papers and publication from international organization such as UN ISDR, IFRC, etc. The review aims at identifying challenges found by government to enhance system readiness for disasters of any types and scales and to foster community preparedness against disaster. Further, this review will also identify common financial structure to fund effective disaster preparedness mechanism.

1. Study of various countries experiences

The audit reports of the SAIs on disaster preparedness will be studied. These might be derived from INTOSAI WGEA database as well as requesting from SAIs to provide a summary of audit report of relevant topic.

1. Preparing case studies

Where relevant, SAIs with specific experience in disaster preparedness will be invited to write short case studies (half a page).

1. Discussion panels with related experts

Discussion with related experts will be carried out to get their expertise in disaster preparedness and to get their feedback on this research.

1. ***Deliverable***

This project is expected to result in research paper that will cover some issues, namely:

*Chapter 1: Introduction*

* 1. Common phenomenon leading to disasters and their impact
* Description vulnerability and hazard in the world and the each country for example as a impact of : geology site, demography, climate changes, earthquake, flood,etc.
* Common and big scale phenomenon of disaster happened in the world and each country at recently.
* Statistics data of the disaster impact.
  1. Concept and definition
* Concept and definitions of : disaster, disaster management, preparedness, and emergency preparedness.
* Types of preparedness in disaster management.
  1. Why prepare for disaster
* Explain the essentials of preparedness rather than emergency respons and post recovery.
  1. Limitations on Emergency Preparedness
* Habits of society and government that are less aware to preperadness.
* The lack of fund in the preparedness acitivities/programe.

*Chapter 2: How Prepare for Disaster*

* 1. Governments and agencies policy in emergency preparedness
* Overview of National Disaster Management Agency (NDMA) structure and job description.
* Coordination design between NDMA and Local Disaster Management Agency in disaster management.
  1. Mobilization and availability of funding
* Data of budget and realization in preparedness of disaster management.
  1. System readiness
* Description of system readiness and implementations in each country as part of preparedness activities, inter alia :

1. Contingency Planning.
2. Design Shelter (best practice).
3. Logistic support.
   1. Community based disaster preparedness

* Description of communities nature and models toward emergency preparedness in each country.
  1. International agreements in emergency preparedness
* Description about International support in preparedness disaster management, whether bilateral or multilateral agreement and cooperations.

*Chapter 3: Auditing Emergency Preparedness*

* 1. Overview of ISSAI in emergency preparedness
* Highligt of ISSAI 5510 for the purpose of audit in emergency preparedness disaster management, inter alia audit methodology, audit evidence, etc.
  1. Audit topics on emergency preparedness
* This session will explain the audit topic and audit result (executive summary) has done every SAI at recently in emergency preparedness of disaster management.
  1. Case studies
* Illustration of some common and significant audit finding in audit of emergency preparedness.

*Chapter 4: Conclusions*

* *Conclussion about efficiency and effectiveness in emergency preparedness which have done by agency and government.*
* *Conclussion implementations of ISSAI disaster management particulary ISSAI 5510 and new issues as an input of those ISSAIs.*

1. ***Roles and Responsibilities***
2. Project leader

Project leader is responsible for overall articulation of efforts and consistency of results. Project leader should also prepare progress report to KSC and facilitate discussions and consultations. Review of draft will be chaired by project leader. However, authoring draft will be carried out per sub chapter by member SAIs as approved by respective member SAI.

1. Member SAIs

Member SAIs are responsible to provide audit result, case studies and feedback to the draft. Appointed member SAIs will also responsible to author sub chapter of the draft.

1. **Activities and Coordination Arrangement**

Meetings might be arranged if a need arises and upon agreement of participating SAIs. Communication and coordination among participating SAIs will be facilitated through letter, e-mail and online discussion forum, such as KSC - IDI Portal (www.intosaicommunity.org), in person meeting or other forum agreed by the partipants of this project.

1. **Time Frame**

The activities for research project will be as follows:

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| --- | --- | --- |
| No. | Activities | Timeline |
| 1 | First draft of PID | February 2017 |
| 2 | Distributing PID for comments | March 2017 |
| 3 | Receiving comments and revising draft PID | March - May 2017 |
| 4 | Final version of PID and Approval of PID from KSC | June - July 2017 |
| 5 | Meeting of research project group to discuss the Project Plan (TBD) | August 2017 |
| 6 | Research, audit, and literature studies to identify the government policies | Sept 2017 – Sept 2018 |
| 7 | Reporting of research, audit & literature studies | October 2017 –October 2018 |
| 8 | Compiling and drafting the project output (research paper) | November 2018 |
| 9 | Meeting of research project group to discuss the draft of Research report(TBD) | December 2018 |
| 10 | Distributing Draft of Research Paper for comments | January 2019 |
| 11 | Receiving comments and revising draft Research Paper | February – April 2019 |
| 12 | Final version of draft research paper | May – June 2019 |
| 13 | Report to KSC | August 2019 |

1. **Contact Person**

Should you have any further question regarding this proposal and project, you can contact our contact persons: **Mr. Sumaji** at [**sumaji@bpk.go.id**](mailto:sumaji@bpk.go.id)representing the Project Management and **Ms. Made Dwiningtyas** at [**niluh.dwi@bpk.go.id**](mailto:niluh.dwi@bpk.go.id) and [international@bpk.go.id](mailto:international@bpk.go.id) representing International Office.