National Humanitarian Supply Chain Logistics Preparedness Working Group
5 Year Action Plan
(DRAFT)

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
				**PW - 1 The HSC&L policy and regulatory environment**					
1.1 - HSC&L Sectoral instruments	1.1.1 Support master policy revision	LPC 4. Support in consultative processes and definition of government policies in disaster management that relates to logistics preparedness and response.	1. Poor coordination between various agencies	Define clear roles, responsibilities and accountability of all agencies / focal officials / pvt. sectors / SOE / academia in respect to disaster response.	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES, PPD), MoIC (RSTA, DITT, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP (applies for 1, 2 & 3)**	Conduct regular coordination meetings/workshops on roles and responsibilities (preferably annually) and simulation exercise to reinforce mandates (for gaps A, B, C, E)	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB (applies for 1, 2 & 3)**	Conduct regular coordination meetings/workshops on roles and responsibilities once every 1 years, and also simulation exercise to reinforce mandates (for gaps A, B, C, E)	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB (applies for 1, 2 & 3)**
				a. Identify focal officials from each working agencies	MoAF (DDM and working group)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)
				b. Develop TOR for agencies/focal points	DDM (MoAF)	b. Send invitation to stakeholders for conduct of meeting and simulation exercise	MoAF	b. Send invitation to stakeholders for conduct of meeting and simulation exercise	MoAF
				c. Conduct meeting	MoAF(DDM and Development partners)	c. Conduct meeting on roles/responsibilities/process flow-charts/chain-of-command/systems and simulation exercise	MoAF(DDM and Development partners)	c. Conduct meeting and simulation exercise	MoAF(DDM and Development partners)
				d. Seggregate activities and assign responsibilities to each working agencies	MoAF (DDM)	d. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement of policy papers	MoAF	d. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement papers	MoAF
				e. Establish hierarchy of chain-of-command	MoAF				
			2. Lack of implementation continuity and succession plan (there is no continuity program after the plan and policies are formulated)	Conduct subnational level coordination/advocacy meeting to raise awareness on logistics preparedness	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP (applies for 1, 2 & 3)**	Conduct regular advocacy/meetings/workshops on roles and responsibilities (preferably annually) and simulation exercise to reinforce mandates (for gaps A, B, C, E)	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB (applies for 1, 2 & 3)**	Conduct regular advocacy/meetings/workshops on roles and responsibilities once every 2 years, and also simulation exercise to reinforce mandates (for gaps A, B, C, E)	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB (applies for 1, 2 & 3)**
				a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)
				b. Conduct meeting with working agencies at regional level	MoAF (DDM and working group)	b. Conduct meeting with working agencies at regional level	MoAF (DDM and working group)	b. Conduct meeting with working agencies at regional level	MoAF (DDM and working group)
				c. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement of policy papers	MoAF	c. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement of policy papers	MoAF	c. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement of policy papers	MoAF
				d. Implement changes in policy/SOP/process based on feedback	Action Lead: MoAF, DDM Action Team: Working agencies	Implement changes in policy/SOP/process based on feedback	Action Lead: MoAF, DDM Action Team: Working agencies	Implement changes in policy/SOP/process based on feedback	Action Lead: MoAF, DDM Action Team: Working agencies
			3. Lack of adequate support within and across agencies	Review/design cross-fuctional process flow-chart for disaster response across 3 levels of disaster that relates to HSC&L(for gaps A, B, C, E)	**Action Lead: MoAF** **Action Team: DDM**	Conduct simulation exercises to test the process flow-chart for disaster response across 3 levels of disaster that relates to HSC&L Implement changes in process based on the outcome of simulation exercise	**Action Lead: MoAF** **Action Team: DDM**	Conduct simulation exercises to test the process flow-chart for disaster response across 3 levels of disaster that relates to HSC&L Implement changes in process based on the outcome of simulation exercise	**Action Lead: MoAF** **Action Team: DDM**
				a. Design process flow-chart considering the responsibilites assigned to each working agencies	Action lead: MoAF Action team: DDM and Working group	a. Secure funding support or identify budget line to conduct meeting	Action lead: MoAF Action team: DDM and Development	a. Secure funding support or identify budget line to conduct meeting	Action lead: MoAF Action team: DDM and Development

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				Action Points	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**
				b. Review the process flow-chart with all the working agencies for comments/recommendations	MoAF (DDM and Working group)	b. Review the process-flow chart and process from experience from Simulation exercise in 1.1.1	MoAF (DDM and Working group)	b. Review the process-flow chart and process from experience from Simulation exercise in 1.1.1	MoAF (DDM and Working group)
				c. Finalize and publish the process flow chart. This flow chart should be advocated during coordination in 1.1.1	MoAF	c. Collect feedback and recommendations on cross-fuctional process flow-chart for disaster response for further improvement of policy papers	MoAF	c. Collect feedback and recommendations on cross-fuctional process flow-chart for disaster response for further improvement of policy papers	MoAF
			4. No set curriculum/ research/innovation for logistics preparedness	**Establish institutional linkage with academia (RUB) to include logistics preparedness as a research component/program content in higher institutions (D)**	**Action Lead: MoAF** **Action Team: DDM, MoE, RUB, WFP**	**Implement and refine HSC&L course in institues identified by RUB**	**Action Lead: MoAF** **Action Team: DDM, MoE, RUB, WFP**	**Review the impact of research in disaster preparedness, and accordingly allocate fund support**	**Action Lead: MoE, RUB**
				a. Conduct meeting with RUB to include HSC&L course in higher studies	MoAF (RUB,DDM)	a. Finalize the course component	MoAF (DDM and Development Partners)	a. Conduct impact assesment of research in national disaster preparedness	MoAF (RUB, MoE)
				b.Follow up on the progress of first meeting	MoAF (RUB,DDM)	b. Implement the course in identified insitute	MoAF (RUB ,REC,MoE)	b. Provide more financial support to HSC&L incountry research in areas prioritized by the RGoB based on national disaster risk assesment	MoAF (RUB, MoE, MoF)
						c. Conduct impact assesment of research in national disaster preparedness	MoAF, DDM	c. Coordinate with RUB to replicate the course in other institute (both civil and military institutes such as Tashigatshel Traning Center)if the impact assesment recommends	MoAF (RUB, MoE)
			5. Lack of clear data collection/validation/sharing protocols across government agencies related to logistics preparedness	**Setup a central system for HSC&L preparedness to enable data sharing, demand and equipment mapping**	**Action Lead: MoAF** **Action Team : DDM, DITT**	**Conduct running maintenance and update the system to meet emergent needs that may arise in the future**	**Action Lead : MoAF** **Action Team : DDM, DITT**	**Conduct running maintenance and update the system to meet emergent needs that may arise in the future**	**Action Lead: MoAF** **Action Team: DDM, DITT**
				a. Prepare system requrement, data sharing protocols , reporting and business rules (eg. what type of data will be stored, what technical platform will be used, user roles, content management procedures etc.)	MoAF DDM, DITT	a. Assess system stability, user-frieindliness, data integrity etc.	DITT	a. Assess system stability, user-frieindliness, data integrity etc.	DITT
				b. Confirm HR/financial resource to develop the respository system	MoAF, DDM	b. Upgrade the system inline with system assesment analysis and/or user feedback to make it more reliable	DITT, MoAF, DDM	b. Upgrade the system inline with system assesment analysis and/or user feedback to make it more reliable	DITT, MoAF, DDM
				c. Seek policy clearance from DITT	MoAF, DDM	c. Collect feedback from working agencies on the system for further improvement	MoAF, DDM	c. Collect feedback from working agencies on the system for further improvement	
				d. Develop, test and rollout the system	DITT				
				e. Provide user training to working group agencies on the system usage.	DITT				
				f. Collect feedback from working agencies on the system for further improvement	MoAF, DDM				
				g. Share HSC&L critical data inline with "Policy Guideline on Information Sharing, 2006, MoIC" and "GeoInformation Policy 2018, NLCS"	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DITT, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, LGs, WFP	d. Review the existing policies on information sharing and data managment for effectiveness and efficiency.	Action Lead: MoIC, NLCS Action Team: MoAF, DDM, Working group agencies	d.Revise the policies to improve information sharing and data management	Action Lead: MoIC, NLCS Action Team: MoAF, DDM, Working group agencies

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				Action Points	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**
				h. Provide appropriate user role to the system proposed in cell 24F which will provide appropriate real-time data on logistics equipment and population at sub-national level (gewog, chiwog etc.)	DITT, DoIM DDM, MoAF	e.Review data sharing policy, privacy policy	DITT, DoIM, NLCS, DHS	e. Review data sharing policy, privacy policy	DITT, DoIM, NLCS, DHS
				i. Collect feedback from working agencies on the system for further improvement	DDM, MoAF	f. Amend the polices as per the user feedback and policy review exercise	DITT, DoIM, NLCS, DHS	f. Amend the polices as per the user feedback and policy review exercise	DITT, DoIM, NLCS, DHS
1.2 - Multi-sectoral integration of HSC	1.2.1 Support sectoral policy revision	PRA 3. Advocate on relevant logistics preparedness topics and the importance of mainstreaming disaster risk reduction across plans and programs across relevant government agencies.	6. Define clear roles, responsibilities and accountability of all agencies/focal officials / pvt.sectors / SOEs / academia in respect to disaster response. (A)	**Define clear roles, responsibilities and accountability of all agencies/focal officials / pvt.sectors / SOEs / academia in respect to disaster response. (A)**	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP (applies for 1, 2 & 3)**	**Conduct policy review, if required, to further strengthen the clarity on roles, responsibilities and accountabilities and implement the revised policy**	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP (applies for 1, 2 & 3)**	**Carry out policy revision and implementation of the recommendations/corrective measures**	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP (applies for 1, 2 & 3)**
				a. Identify focal officials from each working agencies	MoAF (DDM and working group)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)
				b. Develop TOR for agencies/focal points	DDM (MoAF)	b. Send invitation to atakeholders for conduct of meeting and simulation exercise	MoAF	b. Send invitation to atakeholders for conduct of meeting and simulation exercise	MoAF
				c. Conduct meeting	MoAF(DDM and Development partners)	c. Conduct meeting on roles/responsibilities/process flow-charts/chain-of-command/systems and simulation exercise	MoAF(DDM and Development partners)	c. Conduct meeting and simulation exercise	MoAF(DDM and Development partners)
				d. Seggregate activities and assign responsibilities to each working agencies	MoAF (DDM)	d. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement of policy papers	MoAF	d. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement papers	MoAF
				e. Establish hierarchy of chain-of-command	MoAF				
			7. Conduct regional level coordination meeting (for gaps A, B, C)	**Conduct regional level coordination meeting**	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP**	**Conduct regular advocacy/coordination meetings/workshops on roles and responsibilities (preferably annually) and simulation exercise to reinforce mandates**	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP**	**Continue advocacy/ coordination meetings/workshops on roles and responsibilities once every 2 years, and also simulation exercise to reinforce mandates**	**Action Lead: MoAF** **Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP**
				a. Secure funding support or identify budget line to conduct meetings	MoAF, DDM	a. Secure funding support or identify budget line to conduct meetings	MoAF, DDM	a. Secure funding support or identify budget line to conduct meetings	MoAF, DDM
				b. Conduct coordination meeting as mentioned in activity 1.1.1	MoAF, DDM	b. Conduct coordination meeting as mentioned in activity 1.1.1	MoAF, DDM	b. Conduct coordination meeting as mentioned in activity 1.1.1	MoAF, DDM
				c. Collect feedback from working agencies on the system/process/roles/responsibilites for further improvement	MoAF, DDM	c. Collect feedback from working agencies on the system/process/roles/responsibilites for further improvement	MoAF, DDM	c. Collect feedback from working agencies on the system/process/roles/responsibilites for further improvement	MoAF, DDM
				Establish (Define) clear hierarchy of chain-of-command (for gaps A, B, C, E)	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP),(applies for 1, 2 & 3)	Conduct regular advocacy/coordination meetings/workshops on roles and responsibilities (preferably annually) and simulation exercise to reinforce mandates	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP	Continue advocacy/ coordination meetings/workshops on roles and responsibilities once every 2 years, and also simulation exercise to reinforce mandates	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP
				a. Identify focal officials from each working agencies	MoAF (DDM and working group)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)	a. Secure funding support or identify budget line to conduct meetings	MoAF(DDM and Development partners)

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
				b. Develop TOR for agencies/focal points	DDM (MoAF)	Conduct advocacy meeting	MoAF(DDM and Development partners)	Conduct advocacy meeting	MoAF(DDM and Development partners)
				c. Conduct meeting	MoAF(DDM and Development partners)	d. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement of policy papers	MoAF	d. Collect feedback and recommendations on roles and activies assigned to each working agency for further improvement of policy papers	MoAF
				d. Develop hierarchy of chain-of-command	MoAF (DDM)				
1.3 - International and regional HSC&L partnerships	1.3.1 Strengthen international partnerships and visibility	PRA: Plan, formulate and implement MoU with the identified international partner(s) with specific focus on HSC&L preparedness.	8. Inadequate engagement from implementing agencies leading to poor consultation with development partners primarily due to lengthy beurucratic process	Review coordination mechanism to effectively enhance collaboration with international/regional partners (for gaps A, B, C)	**Action Lead: MoAF Action Team: DDM, GNHC, Development partners**	Implement coordination mechanism among key agencies and conduct periodic monitoring by the agency assigned with M&E responsibility (for gaps A, B, C)	**Action Lead MoAF Action Team DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, development partners (applies for 1, 2 & 3)**	Implement HSC&L preparedness activity	**Action lead: MoAF Action team : Working agencies, development partners**
				a. Identify current development partners, their mission/vision and ongoing activites,	MoAF, DDM	a. Each working agency should indentify areas where finanacial and technical support is required for HSC&L preparedness	Working agency	a. Implement the activites proposed to the development partners	Working agencies
				b. Review policy on availing financial and technical support from regional/internation development partners	Action Lead MoAF, Action Team DDM	b. Propose for financial and technical support through the revised and shortend process (developed in short-term) to the development partners (regional/international)	Working agency, Development partners	b. Conduct monitoring by the agency responsible for M&E the progress of activities carried out with technical/financial support from regional/international development partners	MoAF (who is proposed to be responsible for M&E for Logistics preparedness)
				c. Recommend changes in the process and policy to improve engagement of agencies and shorten the process	Action Lead MoAF, Action team DDM				
				d. Develop progress assesment tools for HSC&L preparedness activites	Action Lead: MoAF Action Team: DDM	c. Conduct action plan implementation check-point workshops on quarterly basis	Action Lead: MoAF Action Team: DDM, WFP	c. Conduct action plan implementation check-point workshops on quarterly basis	MoAF, DDM
				e. Develop progress assesment criterio and evaluation methodologies	MoAF, DDM	d. Secure fund for check-point workshop	MoAF, DDM	d. Secure fund for check-point workshop	MoAF, DDM
						e. Conduct HSC&L preparedness activites using the evaluation tool developed in cell 57F	MoAF, DDM	e. Conduct HSC&L preparedness activites using the evalution tool developed in cell 57F	MoAF, DDM
						f. Provide corrective measures to working agencies with low progress in HSC&L preparedness activities	MoAF, DDM	f. Provide corrective measures to working agencies with low progress in HSC&L preparedness activities	MoAF, DDM

PW - 2 HSC&L Institutional effectiveness and accountability

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Short Term Action Points	Short Term Action Lead	Medium Term Action Points	Medium Term Action Lead	Long-term Action Points	Long-term Action Lead
2.1 - HSC&L institutional mandate and recognition	2.1.1 Strengthen mandate and recognition	Develop comprehensive policy, brief and other required documents (guidance notes, SOPs) to ensure clarity on roles and accountability among for all involved working group members and other relevantthe relevant stakeholders..	1. Lack of or no clarity in the roles of Disaster Management (DM) focal points in the national level, agencies and sub-national levels.	Define the role of DM focal points at all levels (national, subnational and agency level) (1)	DDM (All Desk Leads of NDRCC)	Conduct coordination meetings/workshops on roles and responsibilities and simulation exercise to reinforce the mandates (yearly)	**Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP**	Implement HSC&L Action Points	MoAF (All working agencies)
				a. Identify focal point in each respective agency	All WG Agencies	a. Secure funding support or identify budget line to host the workshop	MoAF (DDM)	a. Initiate implementation of action plans	All working agencies
				b. Define/review TOR for the DM focal point	DDM (MOAF),all working agencies	b. Send invitation to WG Agencies	MoAF (DDM)	b. Monitor progress on action plans	MoAF (DDM)
				c. Call a meeting for review roles and responsibilities of dedicated focal points	MOAF (DDM)	c. Conduct workshop preparation/arrangement	MoAF (DDM)	c. Initiate Review and update of SOPs	All working agencies (MoAF, DDM)

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				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
						d. Host the workshop	MoAF (DDM)		
						e. Draft and Finalise workshop report	MoAF (DDM, all working agencies)		
						f. Monitor progress on agreed follow up action points from the workshop	MoAF (DDM)		
			2. Lack of advocacy and awareness on the SOPs and operational guidance for HSC&L related-matters among the stakeholders	Develop implementation plan for the SOPs and operational guidance for HSC&L related-matters among the stakeholders	MoAF (DDM)	Create awareness on the SOPs and operational guidance on HSC&L (2)	MoAF (DDM)	Create awareness on the SOPs and operational guidance on HSC&L (2)	MoAF (DDM)
				a. Send invitation to the focal points for joint workshop	MoAF	a. Invitation of all the stakeholders	MoAF (DDM)	a. Invitation of all the stakeholders	MoAF (DDM)
				b. Call a workshop	MoAF	b. Conduct awareness workshop	MoAF (DDM)	b. Conduct awareness workshop	MoAF (DDM)
				c. Develop implementation plan	MoAF (DDM, all working agencies)				
				d. Endorsement of implementation plan	MoAF (DDM, all working agencies)				
			3. Lack of functional DM committees at sectoral and sub sectoral level	Carryout review of current gaps and challenges faced by DM committees	DDM (All Desk Leads of NDRCC)	Strengthen the role of DM committee members in ministries and subnational levels at sectoral/sub-sectoral level based on the review of gaps and challenges (3)	DDM (All Desk Leads of NDRCC)	Strengthen the role of DM committee members in ministries and subnational levels at sectoral/sub-sectoral level based on the review of gaps and challenges	DDM (All Desk Leads of NDRCC)
				a. Send invitation to the focal points for joint workshop	MoAF (DDM)	a. Coordination meetings	MoAF (DDM)	a. Coordination meetings	MoAF (DDM)
				b. Call a meeting	MoAF (DDM)	b. Trainings and capacity building	MoAF (DDM)	b. Trainings and capacity building	MoAF (DDM)
				c. Identify current gaps and challenges	MoAF (DDM, all working agencies)				
			4. Inadequate financial support for disaster preparedness and prevention activities	Create awareness and propose the need to create a dedicated fund in view of disaster preparedness. (4)	MoAF (MoF & GNHC)	Secure fund from the RGoB and development partners	MoAF(MoF, DDM, GNHC)	Utilize fund for implementation of HSC&L preparedness activities	MoAF (DDM, All working agencies)
				a	MoAF (DDM)	a. Organize and coordinate the ximplemnation of HSCL action plan	All working agencies (MoAF, DDM)	a. Continue the Implement the plan of action	MoAF (DDM, All working agencies)
				b. Conduct awareness workshop	MoAF (DDM)	b. Incorporate fund for disaster preparedness in the RGoB annual budget call	MoAF(MoF, DDM, GNHC)	b. Periodic review of status of preparedness	MoAF (DDM, All working agencies)
						c. Prepare proposals for funding support and send it to development partners	MoAF(MoF, DDM, GNHC)		
2.2 - HSC&L coordination mechanisms and accountability	2.2.1 Support coordination mechanisms	LPC 5.Foster collaboration and facilitate the formation of specific sub-Working Group to strengthen the current Logistics Desk function by facilitating exchanges of views, expectations, information, and experience-sharing among the Working Group members in the technical area of humanitarian Supply Chain and Logistics.	5. Lack of inclusion of logistics preparedness contents across all existing SOPs or policies across most, if not all stakeholders	Conduct revision of SOPs relevant to disaster preparedness (1)	MoAF (DDM, All ministries, DHI companies, Dzongkhags, Gewogs, Thromdes)	Impart trainings and conduct simulation exercises based on the revised/updated SOPs	MoAF (DDM, All ministries, DHI companies, Dzongkhags, Gewogs, Thromdes)	Continue trainings and conducting simulation exercises	MoAF (DDM, All ministries, DHI companies, Dzongkhags, Gewogs, Thromdes)
				a. Respective working agencies to revise their SOPs on disaster preparedness	All concerned agencies	a. Invitation of all the stakeholders	MoAF (DDM)	a. Invitation of all the stakeholders	MoAF (DDM, All ministries, DHI companies, Dzongkhags, Gewogs, Thromdes)
				b. Edorsement of SOPs on disaster preparedness	MoAF (DDM, all concerned agencies)	b. Conduct Training and Simulation Exercises	MoAF (DDM)	b. Conduct Training and Simulation Exercises	MoAF (DDM, All ministries, DHI companies, Dzongkhags, Gewogs, Thromdes)
			6. Lack of information management capacity in HSC&L at the national and sub-national levels	Build linkages /identify international/national Institutions on HSC&L	MoAF(DDM)	Build capacity in HSC&L information management at national and subnational level (2)	MoAF(DDM, Ministries & sub national levels)	Conduct assessment of capacity trainng	MoAF(DDM)
				a. Identify Institutes	MoAF(DDM, Development Partners)	a. Secure fund to build capacities in HSC&L IM	MoAF (DDM, MoF, GNHC)	a. Secure fund to build capacities in HSC&L IM	MoAF(DDM)
				b. Sign MoU with the identified institutes	MoAF(DDM, Development Partners)	b. Conduct training on HSC&L IM	MoAF (Experts identified for conduct of HSC&L IM)	b. Conduct training on HSC&L IM	MoAF(DDM)
								c. Conduct review of the relevance of the HSC&L IM	MoAF(DDM)

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		Medium Term		Long-term (3-5 years)	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
			7. Need to strengthen common information portal/platform for information and experience sharing among the stakeholders engaged in HSC&L	Review functionalities of DDM website in relation to inputting HSC&L data	DDM (DM focal points from agencies under NDRCC for content management and ICT Officers for technical support)	Strengthen DDM website and create linkage with other agencies dealing with HSC&L. A dedicated tab/section for All agencies to have a tab on their website dedicated to HSC&L preparedness to be implemented on DDM website, and all agencies will be responsible as content providers, clearance of contents will be performed by MOAF DMU component (3)	DDM (DM focal points from agencies under NDRCC for content management and ICT Officers for technical support)	Monitor and update of website	DDM (all working agencies)
				a. identify agencies/officals from relevant agencies	DDM (DM focal points from agencies under NDRCC for content management and ICT Officers for technical support)	a. Identify content reporting format in the website	DDM (DM focal points from agencies under NDRCC for content management and ICT Officers for technical support)	a. Conduct periodic review of Website	DDM (all working agencies)
				b. Review the functionalities of DDM website and report findings	DDM (DM focal points from agencies under NDRCC for content management and ICT Officers for technical support)	b. Identify agecies/officials to work on improvement of DDM website incorporating findings from the review	DDM (MoAF)	b. Update information / feed information periodically	DDM (all working agencies)
				c. Conduct Stakeholder consultation Session	DDM (MoAF)	c. Sensitization programmes to relevant agencies on the content reporting format	DDM (MoAF)	c. Conduct monitoring and evaluation of SOPs on information sharing mechanism on HSC&L	DDM (MoAF)
2.3 - HSC&L information dissemination mechanisms	2.3.1 Strengthen info dissemination mechanisms	IM 1. Assess and explore into working on an information sharing platform IM 2. Collaborate and establish information sharing practices on the various technical topics in Humanitarian Supply Chain and Logistics among Working Group members	8. Inadequate information sharing mechanism on HSC&L	Conduct awareness and advocacy on information sharing mechanism on HSC&L to the stakeholders involved	DDM (MoAF)	Develop SOP on the reporting hierarchy and deploy the appointed dedicated personnel for management and dissemination of information (1 & 2)	DDM (Working Group Agencies & Sub National level)	a. Conduct review on information sharing mechanism on HSC&L	DDM (MoAF)
				a. Conduct review on inadequate information sharing mechanism on HSC&L	DDM (MoAF)	a. Secure funding for development of SOP and awareness advocacy materials	MoAF (DDM and development partners)	b. Monitoring and evaluation feedbacks on SOPs developed and advocacy/awareness created	DDM (MoAF)
				b. Conduct assessment on the report on inadequate information sharing mechanism on HSC&L	DDM (MoAF)	b. Conduct workshop for development of SOPs	MoAF(All working agencies)	c. Conduct assessment on the evaluation feedbacks on information sharing mechanism on HSC&L	DDM (MoAF)
				c. Conduct stakeholder consultation on information sharing mechanism on HSC&L	DDM (MoAF)	c. Conduct awareness and advocacy on information sharing mechanism on HSC&L to the stakeholders involved	MoAF(DDM)	d. Conduct review and update on infomation sharing mechanisim on HSC & L	DDM (MoAF)
								e. Conduct stakeholder review meeting on HSC&L information sharing	DDM (MoAF)
								f. Compile and consolidate gaps and challenges/priorities	DDM (MoAF)
			9. Potential lack of clarity on information management roles / focal point on the HSC&L preparedness within the respective working group members						
	2.3.2 Strengthen info dissemination skills	Support and build capacity for information dissemination.	10. Lack of information management skills among the stakeholders	Provide training on information management and dissemination skills for the appointed dedicated personnel	MoAF (DDM)	Provide training on information management and dissemination skills for the appointed dedicated personnel	MoAF (DDM and working agencies)	Provide refresher training on information management and dissemination skills for the appointed dedicated personnel	
				a. Secure fund and look for training provider	MoAF (DDM)	a. Secure funding to conduct HSC&L IM training	DDM (MoAF, WFP)	a. Secure fund and look for training provider	

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**
				b. Invitation for stakeholders to participate in the training	MoAF (DDM)	b. Invitation for stakeholders to participate in the training	MoAF	b. Invitation for stakeholders to participate in the refresher training	
						c.. Conduct training on IM and disseminiation skills for appointed personnel	DDM(MoAF, WFP)		
2.4 - HSC&L process optimisation	2.4.1 Support business process analysis	IM 3. Explore feasibility and conduct business requirements analysis of the various disaster-management related information systems to establish an information sharing platform that ensures a systematic data and information gathering	11. Potential lack of systematic gathering of HSC&L related data in the Disaster Management Information System (DMIS)	**Appoint dedicated personnel to collect data related to HSC&L and update on their website timely (1)**	**DDM (Concern Ministry & sub national level)**	**Prepare data collection format**	**MoAF (DDM)**		
				a. Send letters to ministries and LGs to appoint focal points for HSC&L preparedness	MoAF (DDM)	a. Conduct stakeholder meeting among all the working agencies	MoAF(DDM, All working agencies)		

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
		information gathering in terms of logistics capacity information, inventory level and preparedness status for a more effective and timely information management practices to support disaster management activities in Bhutan		b. Obtain confirmation of appointment	MoAF (DDM)	b. Develop a common format for data collection for HSC& L	MoAF(DDM, All working agencies)		
				c. Follow-up and get confirmation on appointment of focal points	MoAF (DDM)				
			12. Lack of dedicated information sharing platform for HSC&L	**Strengthen DDM website and create linkage with other agencies dealing with HSC&L. A dedicated tab/section for All agencies to have a tab on their website dedicated to HSC&L preparedness to be implemented on DDM website, and all agencies will be responsible as content providers, clearance of contents will be performed by MOAF DMU component (3)**	**DDM (All ICT Officers from NDRCC for technical support/management)**	Improvement and updation of Content			
				a. Identify IT expert to review and strengthen DDM website	DDM (All ICT Officers from NDRCC for technical support/management)	a. Enhancement and bug-fixing of the website			
				a. Identify agecies/officials to work on improvement of DDM website incorporating findings from the review	DDM (All ICT Officers from NDRCC for technical support/management)				
				c. Sensitization programmes to relevant agencies on the DDM website	DDM (All ICT Officers from NDRCC for technical support/management)				
	2.4.2 Support business process implementation	1.Design and develop more efficient and effective HSC&L business process models and operations	**13. Lack of coordination among the agencies**	**Signing of MoU amongst agencies related to HSC&L (1)**	**Concerned ministries/agencies/sectors**	Initiate the Implementation of MoU	MoAF(DDM)	Initiate the Implementation of MoU	
		2.Support government agencies/ DHI companies/ Private sectors in rolling out optimised HSC&L business models and oper-tional processes		a. Discuss and agree among agencies on the content of MoU	DDM (MoAF and all working agencies)				
				b. Signing of MoU	DDM (MoAF and all working agencies)				
			14. Potential lack of review of HSC&L business process model	**Identified committee member from 2.1.1 to review the HSC&L business process model (3)**	**MoAF(Concerned Agency)**				
				a. Conduct the review meeting among Committeemembers					
			15. Limited Data on HSC&L for the focal point.	**Aggregation of available data.(2)**	**MoAF(DDM & Working Group Agencies)**				
				b. Send letters to agencies requesting for HSC& L data	MoAF(DDM & Working Group Agencies)				
				c. Develop database of the HSC&L	MoAF(DDM & Working Group Agencies)				
			16. Potential lack of HSC&L information management system capable of capturing available/existing information	a. Seting data base warehouse		**Appointed dedicated personnel to collect HSC&L data and strengthen the data management system (2 & 3)**	**MoAF(DDM)**	**Review and upgrade MIS**	
	2.4.3 Support MIS revision	Support in reviewing design of existing HSC&L IMS	**17. No HSC&L information systems exist at the moment within the government services**	**N/A (Not Applicable)**	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**
	2.4.4 Support MIS rollout	Conduct, plan and implement rollout of system effectively and efficiently.	**18. Lack of plan and implementation of MIS**	**Develop implementation plan for MIS (1)**	**DDM (Working Group Agencies)**	**Roll out implementation plan for MIS**	**Concern Agencics**		

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		Medium Term		Long-term (3-5 years)	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
				a. Review various information systems	MoAF(DDM & Working Group Agencies)	a. Appoint experts on rolling out the MIS plan	MoAF(DDM & Working Group Agencies)		
				b. Development of MIS plan	MoAF(DDM & Working Group Agencies)	b. Conduct rollout training for MIS users	MoAF(DDM & Working Group Agencies)		
2.5 - Evidence-based approach for HSC	2.5.1 Strengthen M&E methods	IM 4. Conduct joint-research to establish and validate necessary evidence to identify tangible challenges faced by first-line responders and to identify and prioritise feasible solutions to address those challenges	19. Lack of or no study conducted on challenges faced by first-line responders	Conduct research to determine the operational challenges faced by the first line responders . (1)	DDM (Desuung, RBP, RBA, Working Group Agencies)	Address the challenges determined through the research carried out (1)	DDM (Desuung, RBP, RBA, Working Group Agencies)	Provide continuous financial support/extension kits to the first line responders	DDM (Working Group Agencies)
				a. Collect data/issues/feedback by consulting first line responders and identify operational challenges faced by the first line responders	DDM (Working Group Agencies, Dessungs, Red cross, RBA, RPB, Sub-national group)	a. Secure fund to develop implementation plan	DDM (Working Group Agencies, GNHC,Dessungs, Red cross, RBA, RPB, Sub-national group)	a. Incorporate the fund in annual budget of the lead agency to support the frontliners need	DDM (MoAF, MoF, GNHC, Development Partners)
				b. Secure funding support to conduct meeting/workshop to review workhop	DDM (MoAF, MoF, GNHC, Development Partners)	b. Conduct the stakeholder workshop to develop implementation plan	DDM (Working Group Agencies, GNHC,Dessungs, Red cross, RBA, RPB, Sub-national group)	b. Release of fund to Dzongkhags/Thromdey/Geogs	DDM (MoAF, Dzongkhags/Geogs)
				c. Review and assess the information/data collected on operational challenges faced by the first line responders	DDM (Working Group Agencies, GNHC, WFP, Dessungs, Red cross, RBA, RPB, Sub-national group)	c.Draft, finalize and endorse the Imp	DDM (Working Group Agencies, GNHC,Dessungs, Red cross, RBA, RPB, Sub-national group)		
	2.5.2 Strengthen M&E skills	Allocate the responsibility for M&E by establishing a dedicated unit/section and providing necessary training/capacity building.	20. Absence of dedicated unit and personnel with required skill/capacity	Identify a focal point responsible for M&E (1)	MoAF (DDM, Working Group Agencies)	Build Capacity of the identified focal point in M&E (1)	DDM (Working Group Agencies)	Review the Capacity development need of M&E Focal and conduct refresher courses	
				a. Get nomination of focal point responsible for M&E from each working group/ agency	MoAF (Working Group Agencies)	a. Secure funding support to conduct the capacity development training/workshop	MoAF (DDM and Development Partners)	a. Secure funding support to conduct the capacity development training/workshop	MoAF (MoF,GNHC, Development Partners)
				b. Call a meeting to develop ToR for the M&E Focal	MoAF (DDM,Working Group Agencies, Development Partners)	b. Send invitation to WG Agencies	MoAF	b. Conduct review of the capacity development needs	MoAF (Working Group Agencies)
				c. Define/review TOR for the M&E focals	MoAF (Working Group Agencies)	c. Conduct the capacity development training/workshop	MoAF (DDM, Working group and Development Partners)	c. Conduct refresher courses for M&E Focal	MoAF (Working Group Agencies)
			21. Lack of / no standard M&E tools for reporting.	Identify businesss requirements for a standard tool for M&E	MoAF (DDM,Working Group Agencies)	Develop a standard M&E tool for HSC&L (2)	MoAF (DDM,Working Group Agencies)	Identified M&E Focal to use standard M&E tools and accordingly provide report	MoAF (DDM,Working Group Agencies)
				a. Review existing M&E tools	MoAF (DDM,Working Group Agencies)	a. Conduct the RBM workshop for M&E focals to develop M&E tools	MoAF (DDM,Working Group Agencies)	a. Review the relevency of the existing M&E tools	MoAF (DDM,Working Group Agencies)
				b. Identify agencies/focals to be involved for M&E	MoAF (DDM,Working Group Agencies)	b. Draft the standard M&E Tools for HSC&L	MoAF (DDM,Working Group Agencies)	b. Rectify/correction to the the standard M&E Tools for HSC&L	MoAF (DDM,Working Group Agencies)
				c. Secure funding support to conduct stakeholder workshop to develop M&E tools.	MoAF (DDM,Working Group Agencies)	c. Conduct training for M&E focal and perform test for the developed M&E tools by the identified focals	MoAF (DDM,Working Group Agencies)		
						d. Rectify the issues from the testing and finalize/endorse the standard M&E Tools for HSC&L	MoAF (DDM,Working Group Agencies)		
	2.5.3 Strengthen M&E integration	LRC 3. Agree and define the critical logistics service capacity required both at national and sub-national levels to identify response capability need for multiple emergency scenarios	22. No critical logistics service capacity requirement identified for multiple emergency scenarios	Assess and identify the logistics service capacity requirement to enhance response capability during multiple emergency scenarios	MoAF (DDM)	Work out possible solutions to address the capacity requirement	MoAF(DDM)	Implement the solutions identified	
				a. List the potential government, SoEs, private sectors/agencies for logistic capacity	MoAF(Working Group Agencies, UN Development partner, SoEs/DHI, Dessung office, Red cross, RBA, RPB, Sub-national group)	a. Secure fund to develop implementation plan	MoAF(UN Development partner, GNHC & MoF)	a. Secure funding to address the gaps/HSC&L requiremmenet of respective agencies based on the findings (eg...)	MoAF(UN Development partner, GNHC & MoF)
				b. Stock take & assess thier capacity in terms of HR, financial/capital resources, infrancture and HSC&L	MoAF(Working Group Agencies, UN Development partner, SoEs/DHI, Dessung office, Red cross, RBA, RPB, Sub-national group)	b. Conduct the stakeholder workshop to develop implementation plan	MoAF(Working Group Agencies, UN Development partner, SoEs/DHI, Dessung office, Red cross, RBA, RPB, Sub-national group)		
						c.Draft, finalize and endorse the Imp	MoAF(Working Group Agencies, UN Development partner, SoEs/DHI, Dessung office, Red cross, RBA, RPB, Sub-national group)		

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		Medium Term		Long-term (3-5 years)	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
2.6 - HSC&L assets, platforms and infrastructure.	2.6.1 Support infrastructural review	LPC 1. Conduct a joint mapping of stakeholders and capacity needs, as well as identify humanitarian logistics capacity gaps, potential solutions, and responsibility assignments to address those issues.	23. Lack of socio-economic data to identify infrastructure and capacity needs	Carry out stakeholder mapping to discuss the infrastructure capacity needs	MoAF (DDM, relevant working group agencies)	Collection of socio-economic data to be able to identify and determine the infrastructure capacity needs Identify the types of infrastructure capacity needs and work out possible solutions to address the gaps.	MoAF(DDM, relevant working group agencies)	Implement the solutions identified to address infrastructure capacity gaps	MoAF(DDM)
				a. Identify the stakeholders involved in infrastructure management	MoAF (DDM, relevant working group agencies)	a. Secure funding support to conduct survey to collect socio-economic data on exisiting infrastructure capacity needs	MoAF(UN Development partner, GNHC & MoF)	a. Secure funding to address/implement solutions identified to address infrastructure capacity gaps based on the findings	
				b. Secure funding support to conduct stakeholder workshop to discuss the infrastructure capacity needs	MoAF (DDM, relevant working group agencies)	b. Conduct survey to collect the soci-economic data	MoAF(DDM, relevant working group agencies)	b. Allocate/Release the fund to implement/address infrastructures	
				c. Convene a meeting/ workshop to discuss the infrastructure capacity needs	MoAF (DDM, relevant working group agencies)	c. Analyse the data and determine the type of infrastructure capacity needs	MoAF(DDM, relevant working group agencies)		
						d. Convene a meeting/workshop amongst the stakeholder involved to address the infrastructure capcacity need and to work out possible solutions to address the gaps	MoAF(DDM, relevant working group agencies)		
	2.6.2 Strengthen infrastructure management	Appropriate Infrastructure to be established and appoint a focal person to manage the Infrastructure.	24. Lack of appropriate storage infrastructure in all areas.	Assess and identify the areas at different and strategic locations for the infrastructures.	MoAF (DDM,WFP,LGs)	Work out budget/propose the budget for building the new infrastructure/ expansion of existing facilities	MoAF (DDM,development partners, MoF, GNHC, LGs)	Establish new infrastructure/ expand/customise the existing facilities to our requirement if needed	MoAF (DDM, MoF, GNHC, Development partners)
				a.List the inventory of storage infrastructure of government, SoEs, private sectors/agencies for logistic capacity	MoAF (DDM,WFP,LGs)	a. Secure funding to maintainance/renovation of existing infrastructure and construction of new infrasure if need be.	MoAF (DDM,development partners, MoF, GNHC, LGs)	a. Start construction of new stoarge facilities/ mainatainance of existing facilities	MoAF (DDM, MoF, GNHC, Development partners)
				b. Conduct assessment of all the existing storage infrachucture and and work out the requirement/gaps	MoAF (DDM,WFP,LGs)	b. Acquire land for construction of new storage infracture	MoAF (DDM,development partners, MoF, GNHC, LGs,BCCI)	b. M&E of the progress made	M&E Focal
				c. Identify the areas and strategic locations for the establishing new /additional storage infrastructures.	MoAF (DDM,WFP,LGs)	c. Seek all related clearance for construction from concerrned agencies	MoAF (NLC,DoFPS,NEC)		
			25. Shortage of equal outlet infrastructure distributed in all the areas due to lack of budget.	Identify the core areas/ areas catering to a huge group of population where there is lack of outlet infrastructures	MoAF (DDM,DHI	Explore the possibility of private sector participation for strengthening infrastructure capacity	MoAF (DDM, BCCI, DHI, SOEs, WFP,LGs)	Establish/set-up equal outlet infrastructure in all the areas.	MoAF (DDM, MoF, GNHC, Development partners)
				a. List the inventory of storage infrastructure of government, SoEs, private sectors/agencies for logistic capacity		a.Identify potential pvt sector interested to participate in strengthening infrastructure management.	MoAF (DDM, BCCI, DHI, SOEs, LGs)	a.Support private sector in upgradation/mainatainance of thier existing facilities	MoAF (MoF, GNHC, Development partners)
				b. Conduct assessment of all the existing storage infrachucture and and work out the requirement/gaps		b. Conduct consultative meeting with the private sectors on engagement in infrastructure management			
				c. Identify the areas and strategic locations for the establishing new /additional storage infrastructures.		c.Develop Strategies/SOPs/Guidelines for private sector and partners			
						d. Signing of MoU between MoAF & Private sector			
2.7 - National/local HSC&L partnerships.	2.7.1 Strengthen local partnerships	Assess and build local partnerships with all relevant stakeholders	26. No identified partnerships with national and sub national level	Conduct coordination meetings with relevant local stakeholders (1)	MoAF	Develop SOPs and Guidelines for local stakeholders and partners to support the HSC&L partnerships. (1)	MoAF (DDM)	Strenghten the partnerships with all relevant local stakeholders	

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
				a. Identify relevent local stakeholder	MoAF(Working Group Agencies, UN Development partner, Sub-national group)	a. Secure budget to develop SOPs and Guidelines for local stakeholders and partners to support the HSC&L partnerships.		a. Conduct regular coordination work to monitor implemeation plans	
				b. Conduct coordinationn meeting with local stakeholder		b. Conduct workshop to develop SOPs and Guidelines for local stakeholders and partners to support the HSC&L partnerships.			
						c. Draft SOPs and Guidelines for local stakeholders and partners to support the HSC&L partnerships.			

PW 3 - Strategic planning and financing for HSC

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Short Term Action Points	Short Term Action Lead	Medium Term Action Points	Medium Term Action Lead	Long-term Action Points	Long-term Action Lead
3.1 - Value proposition of HSC	3.1.1 Support value proposition statements	PRA 1. Jointly advocate towards RGoB to ensure that adequate national budget is streamlined to support Logistics preparedness capacity enhancement activities as per the action plan in the National Disaster Management budgeting process at all levels of the government	**1. Lack of well-structured financial resource mechanisms to fund the HSC&L approach (institution of contingency funds or crowd-funding)**	**Develop Guidelines, SOP and TORs for working groups to support action plan**	**DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,DoIM, SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt,....)**	**Review and validate action plan**	**DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt,....)**	**Implement action plans as per the requirements.**	**DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt,....)**
				a. Identify the relevant working group and decide which risks are most important to address	MoAF (GNHC),DDM	a. Monitor the progress of SOP and TOR	MoAF(Selected piloted stakeholder)	a. Monitor and eveluate action plan	MoAF (Supported by GNHC, MoF)
				b. Draft a sound budget proposal based on the priority	MoAF(DDM),MoF	b. Timely intervention by the relevant agencies to monitor the clarity of the documents.	MoAF(DDM)	b. Monitor and review action plan on needs basis	MoAF(DDM)
				c. Conduct workshop to develop SOP & TOR	DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,DoIM, SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt.	c. Gather responses from the piloted stockholders	MoAF(DDM)		
				d. Circulate the draft TOR/SOP for comments	DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,DoIM, SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt,....)	d. Administer consolidated meeting with the working group to finalise the draft	MoAF(DDM)		
				e. Endorsement and rollout action plan with relevant agencies	DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,DoIM, SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt,....)	e. Endorsement of contigency plan	MoAF(DDM ,DoR, DES, DHS,DoAT,RSTA,DITT,SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt.)		
			2. Non-availability of National Disaster Contingency Plans	**Develop a disaster response plan based on major disaster scenario taking into account HSC&L**	**DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,DoIM, SOEs,DHI,CSOs,MoH, RBP, RBA,Desung,Local Govt,....)**	**Identify HSC&L response capacity requirements for resource in the national disaster contingency plan for resource advocacy**	**DDM (GNHC, MoAF.MoF)**	**Incorporate the HSC&L contingency plan in 13th Five Year plan of RGOB**	**DDM (GNHC, MoAF)**
				a. Initiate for the process for consultative meeting	MoAF	a. Review for response capacity requirements for resource in the national disaster contingency plan for resource advocacy	MoAF	a. Incorporation of contingency plan in the 13 FYP	MoAF(DDM)
				b. Consultative meeting to develop contingency plan with the working group(formation)	MoAF(DDM, all working groups)	b. Identify GAPs based on the proactive strtegy response plan	MoAF	b. Monitoring and evaluation on the strategy response plan	MoAF(DDM)
				c. Develop a proactive strategy response plan and circulate to WG	MoAF(DDM, all working groups)	c. Identify the donor agencies for resource mobilisation	MoAF(DDM)	c. Update on the strategy plan based on the M & E feedback	MoAF(DDM)
						d. Submission of proposal on resource mobilisation	MoAF(DDM)		
			3. Lack of engagement and participants from NGOs, private Sector, SOEs and DHI owned companies for resource mobilisation.	**Create awareness and hold discussions with SOEs, private sectors, NGOS and DHI owned companies on potential resource mobilization opportunities on HSC&L preparedness**	**DDM (CSO,SOE,DHI owned companies & Pvt. Companies)**	**Collaborate with international humanitarian agencies/foundations to mobilise resources to strengthen HSC&L Preparedness capacity**	**DDM (MoAF, MoF, GNHC)**	**1.To include HSC&L Preparedness capacity as one of indicators within the National Key Result Areas (NKRA)** **2. Secure long-term funding commitment on HSC&L preparedness capacity strengthening from SOEs, NGOs, DHI owned companies and Private sector to compliment national budget allocation**	**DDM(CSO, MoF, SOE, GNHC, DHI owned companies & Pvt. Companies)**

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**
				a. Call for a meeting to create awareness on HSC&L preparedness and explore possibilities to manoeuvre resource mobilisation (Financial, equipment, vehicles, human resource, etc.)	MoAF(DDM,SOEs, DHI,BCCI,MoF,GNHC)	a. Prepare proposal for possible collaborations with international humanitarian agencies/foundations to mobilise resources to strengthen HSC&L Preparedness capacity	MoAF(MOFA,GNHC, Development partners, working group agencies)	a. Present and suggest HSC&L to GNHC/ Cabinet on inclusion of HSC&L preparedness capacity as one of the indicators within the National Key Result Areas (NKRA)	MoAF(DDM)
				b. Identification of potential resources that can be mobilised within the country at strategic locations.	MOAF(DDM)	b. Submit the proposal to international agencies / RGoB for their support in strengthening HSC&L preparedness capacity	MoAF(DDM)	b. Signing of MoU on securing long-term fund commitment with SOEs, NGOS, DHI and Pvt.Sect . Developoment partners to complement national budget allocated to strenghten HSC&L preparedness capacity	MoAF(DDM)
				c. Identify the GAPs that would require further strengthening or would require collaboration with International Humanitarian Agencies / Foundation	MOAF(DDM)				
3.2 - Strategic planning for HSC	3.2.1 Support costed implementation planning	Establish a dedicated committee to plan and oversee the implementation for supporting HSC	4. Lack of long-term strategies and projected planning to address the unforeseen disaster management and logistics. Challenges	Review progress on HSC&L preparedness working group action plan implementation	DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,SOEs,DHI, CSOs,MoH, RBP, RBA,Desung,Local Govt,....)	Develop strategies and action plans to implement working group activities	DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,SOEs,DHI,C SOs,MoH, RBP, RBA,Desung,Local Govt,....)	Implement and review the HSC&L activities implemented	DDM (MoAF,DoR, DES, DHS,DoAT,RSTA,DITT,SOEs,DHI,CSO s,MoH, RBP, RBA,Desung,Local Govt,....)
				a. Conduct review meeting with WG to discuss the AP implmentation	MoAF(WG on HSC&L)	a. Secure funding or budget line to develop and conduct consultation to develop road map (HSC&L)	MoAF(DDM, Developing partners, MoF)	a. Monitoring and implementation of the road map HSC&L	MoAF(WG)
				b. Identify GAPs and compile progress report on the AP implementation	MoAF(WG on HSC&L)	b. Develop a road map to address the unforeseen disaster management and logistics challenges	MoAF(WG)	b. Analayis of road map incoperting the feedback	MoAF(WG)
						c. Conduct a consultative workshop to endorse and finalise the road map and initiate implementation	MoAF(WG)	c. Ratification and continue implemenation of the Road map	MoAF(WG)
3.3 - Sustainable financing for HSC	3.3.1 Support resource mobilisation	Advocate and create awareness among all the relevant stakeholders in RGoB and other agencies, for the need to create a dedicated fund to support HSC in view of disaster preparedness.	5. Lack of awareness program on HSC&L among the relevant stakeholders	To hold bilateral talks with relevant stakeholders to create dedicated funding source for awareness programs on HSC&L preparedness program	DDM (MoAF)	Ensure availability of dedicated fund for HSC&L activities with proper monitoring mechanism in place	DDM (MoAF, MoF)	Ensure adequate resources are utilized for HSC&L preparedness activities	MoAF (DDM, MoF)
			6. Lack of financial resources to organize and conduct awareness program to impart technical knowledge on HSC&L	Require GNHC/MoF to create a dedicated budget line to support activities for HS&L preparndess	MoAF (DDM)	Secure the fund for further dispersement to conduct awareness program to impart technical knowledge on HSC&L preparedness	MoAF(MoF, GNHC)	Monitor and review the utilisation of funds for HSC&L preparedness activities	MoAF(DDM)
3.4 - Financial management information systems.	3.4.1 Support FMIS review	A core working group specialized in financial management to review and improve the proposed FMIS along with harmonization with other existing FMIS windows ToT on awareness and usage of FMIS	7. No Gaps (RGOB currently has well established financial management system overlooked by Ministry of Finance with planning support from Gross National Happiness Commission (GNHC)	Not Applicable (NA)	NA	NA	NA	NA	NA

PW 4 - The National HSC&L Preparedness plan

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
4.1 - Design of the HSC&L Preparedness Plan	4.1.1 Strengthen programme design	LPC 2. Formulate and establish a nationally led Humanitarian Supply Chain & Logistics Action Plan endorsed by NDMA that includes key activities to enhance logistics preparedness capacity involving all members with clear deliverables and deadlines.	1. Vague roles and responsibility assigned to the agencies	Define clear roles, responsibilities and accountability of all agencies / focal officials / pvt. sectors / SOEs / academia on HSC&L preparedness	Action Lead: MoAF Action Team : DDM, working group agencies , GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP	Conduct coordination meetings/workshops on roles and responsibilities (preferably annually) and simulation exercise to reinforce the mandates (yearly)	Action Lead: MoAF Action Team : DDM, working group agencies , GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP	Conduct coordination meetings/workshops on roles and responsibilities (preferably annually) and simulation exercise to reinforce the mandates (once in two years)	Action Lead: MoAF Action Team : DDM, working group agencies , GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP
				a. Conduct a working group agencies meeting/workshop on HSC& L preparedness	Action Lead: MoaF Action Team: DDM, working group agencies, WFP	a. Identify the stakeholders for the DM Contingency Plan	Action Lead: Working group agencies Action Team: MoAF, DDM, development partners, DHIs, SOEs, CSOs, BCCI, GNHC, LGs	a. Implement the DMCP by involving the stakeholders	Action Lead: Working group agencies Action Team: MoAF, DDM, development partners, DHIs, SOEs, CSOs, BCCI, GNHC, LGs
				b. Identify roles and responsibilities of the each working group agency	Action Lead: MoaF Action Team: DDM, working group agnecies, WFP	b. Conduct coordination meeting with the relevant stakeholders	Action Lead: Working group agencies Action Team: MoAF, DDM, development partners, DHIs, SOEs, CSOs, BCCI, GNHC, LGs	b. Review and update the DMCP if required	Action Lead: Working group agencies Action Team: MoAF, DDM
				c. Conduct a presentation by the Working group focals in their respective agencies for awareness and endorsement	Action Lead: working group agencies Action Team: MoAF, DDM	c. Draft the DM contingy Plan outling roles and responsibilities	Action Lead: Working group agencies Action Team: MoAF, DDM		
				d. Incorporate comments from the agency to refine the roles and responsibilities and forward it to MoAF for finalization.	Action Lead: working group agencies Action Team: MoAF, DDM	d. Present the DMCP to the respective agency and stakeholders for finalization and endorsement	Action Lead: Working group agencies Action Team: MoAF, DDM		
				e. Initiate drafting/implementation of the DM Contingency Plan	Action Lead: working group agencies Action Team: MoAF, DDM	e. Form a DM committee in respective agency	Action Lead: Working group agencies Action Team: MoAF, DDM		
				f. Mobilize financial resources to draft the Contingency Plan	Action Lead: working group agencies Action Team: GNHC, MoF, Development partners				
			2. Lack of holistic plan/ readiness visibility on in country logistics assets capacity	Establish and/or maintain registry for logistics assets capacity for disaster response	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP	Review and upgrade logistics assets capacity and modalities to access those assets to adequately respond to a major disaster scenerio as defined in the National Contingency Plan	Action Lead : MoAF Action Team : DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA,), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, Development Partners	Continue review of logistics assests and modalities	Action Lead: MoAF Action Team : DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA,), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP (applies for 1, 2 & 3)
				a. Conduct assesments on the existing logistic assets register system	Action Lead: MoAF Action Team: DDM, working group agencies	a. Carry out assessment of the logistics asset system from the end users	Action Lead: MoAF Action Team: DDM, DITT, WG	a. Review the overall logistics assests preparedness plan	Action Lead: MoAF Action Team: DDM
				b. Develop/integrate the existing logistics assets system	Action Lead: DDM Action Team: DITT , MOAF & Working group agencies	b. Upgrade the logistics asset system based on the assessment	Action Lead: MoAF Action Team: DDM, DITT	b. Mobilize resources to upgrade logistics assets based on assessment	Action Lead: MoAF Action Team: DDM, respecitive WG agencies, GNHC, MoF
				c. Roll out the integrated /Developed logistic assets system	Action Lead: DITT Action Team: MOAF , DDM & Working group agencies	c. Conduct logistics capacity assessment	Action Lead: MoAF Action Team: DDM	c. Carry out upgradation of the logistics assets capacity based on the assessment	Action lead: Working group agencies Action Team: DDM, MOFA
			3. Inconsistant / overlapping disaster needs requirement conducted by agencies with poor coordination	Establish single system for pre-positioned emergency stocks in a coordinated fashion	Action Lead : MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP	Regularly update/maintain the accuracy of the emergency needs	Action Lead : MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP (applies for 1, 2 & 3)	Regularly update the pre-posotioned emergency stocks	Action Lead : MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP (applies for 1, 2 & 3)
				a. Conduct coordination meeting with the working group agencies and other relevant stakeholders to resolve overlapping logistics mapping issues	Action Lead : MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP	a. Update the mapping stocks as per future requirements	Action Lead : MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP	a. Update the mapping stocks as per future requirements	Action Lead : MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, , LGs, WFP
				b. Assess mapping requirements of emergency stocks	Action Lead: MoAF Action Team :DDM, working group agencies ,BCCI, CSOs, SOEs				
			4. Lack of SOPs/Enforcement of the SOPs (need to map out the existing SOPs related to logistic preparedness) Agencies may not be able to forecast and meet the prepositioned requirement and response needs	Create a logistics contact list, and communication channel	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, LGs, WFP	Update the logistics contact list and the communication channel	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, LGs, WFP	Continue updating logistics contact list and the communication channel	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, LGs, WFP
				a. Create or update logistics conatct list for emergencies (whatsapp group, telegram etc)	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, LGs, WFP , BCCI	a. Update the logistics contact list as and when required	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, LGs, WFP , BCCI	a. Update the logistics contact list as and when required	Action Lead: MoAF Action Team: DDM, MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI, OCP), Desuung Office, LGs, WFP , BCCI

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		Medium Term		Long-term (3-5 years)	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
				Develop operational maps for both national and local levels, and connect with infrastructure and operational information (bridges, evacuation centers, local stocks etc.)	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office Action Team: MoAF,DDM,	Review and update the operational maps	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office Action Team: MoAF,DDM,	Continue reviewing and updating the operational maps	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office Action Team: MoAF,DDM,
				a. Compile all existing logistics assests in a system	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office , BCCI , Action Team: MoAF,DDM,	a. Develop operational maps indicating the location and distribution modalities	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office , BCCI , Action Team: MoAF,DDM,	a. Update and maintaining of exissting structures	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office , BCCI , Action Team: MoAF,DDM,
				b. Identify new strategic pre-positioning locations for stockpiling and disgtribution of items	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office , BCCI , Action Team: MoAF,DDM,	b. Review and upgarde the existing sturture at the identified pre-positioned location	Action Lead: Working group agencies, SOEs, DHI (BPC, BT, Tashi Cell), Dessung Office , BCCI , Action Team: MoAF,DDM,		
4.2 - HSC&L Preparedness Plan implementation	4.2.1 Strengthen delivery mechanisms	LPC 7. Conduct pre-positioning capacity needs assessment and analysis through definition of a standardised core relief items and consolidation of prepositioning requirements for a major disaster scenario and establish actions to meet those requirements	5. Lack of clear instructions/guidelines on emergency /essential items to be stockpiled	**Finalize the list of core emergency relief items, establish plans to fulfill the preparedness stocklevel.** **Develop guidelines or SOP on emergency stocks/items to be stockpiled and distributed by respective agencies. This should may include stock forms, commodity tracking system, and delivery forms for effective tracking.**	**Action Lead MoAF Action Team DDM, MoWHS (PPD), MoIC (RSTA, DITT, DoIM, DoAT), MoEA (DoT), Desuung Office, LGs, FCBL, WFP (for action points 1 and 2)**	**Develop comprehensive strategy and financing for business continuity Review and revise the SOPs, update the sytems if required 3) Develop the system to track the prepositioned stocks**	**Action Lead:MoAF Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT), Desuung Office, GNHC, LGs, BCCI, FCBL, WFP (applies for 1, 2 & 3)**	**Prepostion emergency stocks for distribution during emergencies.**	**Action Lead:MoAF Action Team: DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT), Desuung Office, GNHC, LGs, BCCI, FCBL, WFP (applies for 1, 2 & 3)**
				a. Conduct coordination meeting with working group agencies on mapping requirements	Action Lead: MoAF Action Team :DDM, working group agencies , SOEs, DHI, BCCI	a. Mobilize resources to prepare the DM Contingency Plan	Action Lead: MoAF Action Team :DDM, GNHC, MoF, Development partners	a. Stockpile the emergency stocks	Action Lead: MoAF Action Team :DDM, working group agencies
				b. Conduct presentation by the working group members in their respective agencies to brief the leaders on the mapping requirements	Action Lead: MoAF Action Team :DDM, working group agencies	b. Finalize the DM Contingency Plan (includes pre-positioning locations of stokpiling items) with the releavnt stakeholders and get it endorsed by the rrespective agencies	Action Lead: MoAF Action Team :DDM, working group agencies		
				c. Initiate preparation of DM Contingency Plan	Action Lead: MoAF Action Team :DDM, working group agencies	c. Share the approved plan with all relevant stakeholders	Action Lead: MoAF Action Team :DDM, working group agencies		
				d. Develop SOPs on stockpiling and distribution of emergency stocks	Action Lead: MoAF Action Team :DDM, working group agencies	d. Mobilize resources to initiate the DMCP implementation	Action Lead: MoAF Action Team :DDM, working group agencies		
				e. Conduct a consultative meeting with relevant stakeholders to finalize the SOPs	Action Lead: MoAF Action Team :DDM, working group agencies	e. Develop systems and rollout for stockpiling, distribution and commodity tracking	Action Lead: MoAF Action Team :DDM, working group agencies		
						f. Identify suppliers and sign MoUs with the suppliers	Action Lead: MoAF Action Team :DDM, working group agencies		
						g. Start stockpiling critical emergency stocks at pre-positioned locations	Action Lead: MoAF Action Team :DDM, working group agencies		
			6. Lack of supply chain market analysis and assessment to meet the required needs	**Identify suppliers for key relief supplies and specific storage facilities in pre identified locations**	**Action Lead: MoAF Action Team: Working group agencies , DDM, WFP**	**Sign MOUs with the identified suppliers**	**Action Lead: MoAF Action Team: Working group agencies , DDM, WFP**	**Perodically carry out Review and supplier assessment**	**Action Lead: MoAF Action Team: Working group agencies , DDM, WFP**
				a. Assessment of Existing suppliers	Action Lead: MoAF Action Team: Working group agencies , DDM, WFP	a. Sign MoUs with the identified suppliers	Action Lead: MoAF Action Team: Working group agencies	a. Carry out supplier assessment	Action Lead: MoAF Action Team: Working group agencies , DDM, WFP
				b. Develop ToR and MoUs for the suppliers	Action Lead: MoAF Action Team: Working group agencies , DDM, WFP			b. Update of suppliers list	Action Lead: MoAF Action Team: Working group agencies , DDM, WFP
				c. Identify suppliers for the supply of emergency stocks	Action Lead: MoAF Action Team: Working group agencies , DDM, WFP				

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**	**Action Points**	**Action Lead (+action team)**
4.3 - Stakeholder HSC&L implementation capacity	4.3.1 Strengthen implementer capabilities	LPC 6. Jointly develop Standard Operating Procedures / operating guidelines for various stakeholders and delineate roles and responsibilities for a better disaster response coordination and to expedite delivery of relief commodities	7. Lack of experienced people trained in HSC&L Preparedness	**Conduct learning assesemnets and establish a comprenseive learning training package on HSC&L Preparedness**	**Action Lead :MoAF Action Team: DDM, Development partners, Working group agencies**	**Conduct capacity building in HSC&L management (identify institutes, curriculum development and Conduct ToTs for knowledge transfer**	**Action Lead :MoAF Action Team: DDM, Development partners, Working group agencies**	**Continue the ToT programmes**	**Action Lead :MoAF Action Team: DDM, Development partners, Working group agencies**
				a. Identify the capacity gaps that need to be addressed	Action Lead: MoAF Action Team: DDM, working group agencies	a. Identify officials to be trained in the first batch of HSC&L training and to establish emergency roster for any disaster	Action Lead: MoAF Action Team :DDM, working group agencies	a. Enhance the training programme	Action Lead: MoAF Action Team: DDM, working group agencies
				b. Mobilize resources for capacity building	Action Lead: MoAF Action Team: DDM, working group agencies	b. Conduct impact assessment of the training	Action Lead: MoAF Action Team: DDM, working group agencies	b. Conduct more ToTs	Action Lead: MoAF Action Team: DDM, working group agencies
				c. Develop competency framework required on HSC&L across strategic, operational and tactical levels.	Action Lead: MoAF Action Team: DDM, working group agencies ,RUB, private institutes	c. Conduct ToTs to dessiminate training information	Action Lead: MoAF Action Team :DDM, working group agencies		
				d. Develop training module and identify institutes to prove trainings on HSC&L	Action Lead: MoAF Action Team: DDM, working group agencies ,RUB, private institutes	d. Improve the training module based on the impact assessment	Action Lead: MoAF Action Team: DDM, working group agencies		
			8. Lack of digital technology application to support HSC & L preapredness	**Identify digital Technology requirement and introduce the use of digital technology to support HSC&L preparadesss**	**Action Lead: MoAF Action Team: DDM, DITT**	**Prepare comprehensive digital skills training package**	**Action Lead: MoAF Action Team: DDM, DITT**	**Provide trainings on digital technology applications, and continue the skills development program**	**Action Lead: MoAF Action Team: DDM, DITT**
				a. Identify digital technology requirements	Action Lead: MoAF Action Team: DDM, working group agencies	a. Develop a training module	Action Lead: MoAF Action Team: DDM, working group agencies	a. Provide trainings on the use and functions of the digital technology applications	Action Lead: MoAF Action Team: DDM, working group agencies
				b. Mobilize resources for procurement and training on the use of digital equipment	Action Lead: MoAF Action Team: DDM, working group agencies	b. Identify the trainers	Action Lead: MoAF Action Team: DDM, working group agencies		
						c. Conduct trainings on the use of digital equipment (all relevant officials including the policy makers)	Action Lead: MoAF Action Team: DDM, working group agencies		
	4.3.2 Support Training-of-Trainers	Identify training need assessment and prepare training material based on the assessment	9. Lack of institute that can offer HSC&L Courses	**Establish institutional linkage within country or ex-country to provide traning on HSC&L**	**Action Lead : MoAF Action Team DDM, RUB, WFP**	**Sign MOU with insitutes and provide training on HSC&L**	**Action Lead : MoAF Action Team : DDM, RUB, WFP**	**Review the training impact on the working agencies HSC&L preparedness and to prepare professional competency standards in supply chain management for certification to conitnue the traning or look for a better institue**	**Action Lead : MoAF Action Team : DDM, RUB, WFP**
				a. Identify training institutes to provide capacity building on HSC&L	Action Lead: MoAF Action Team: DDM, working group agencies	a. Sign MoU with the institute	Action Lead: MoAF Action Team :DDM, working group agencies	a. Conduct imapct assessment of the training program	Action Lead: MoAF Action Team :DDM, working group agencies
				b. Develop a module for training	Action Lead: MoAF Action Team: DDM, working group agencies	b. Identify the participants for the training	Action Lead: MoAF Action Team :DDM, working group agencies	b. Conduct more ToTs	Action Lead: MoAF Action Team :DDM, working group agencies
						c. Conduct the training	Action Lead: MoAF Action Team :DDM, working group agencies		
						d. Conduct ToTs to dessimiate training information	Action Lead: MoAF Action Team :DDM, working group agencies		
	4.3.3 Support operational implementation	Develop comprehensive operational plan	10. Lack of adequate technical support services	**Focal officials of all the stakeholders should disseminate information and provide brief to the leaders on logistics preparedness within their respective agencies**	**Action Lead: MoAF Action Team :Working group agencies**	**Arrange interim arrangement with international/regional institutes to strengthen HSC&L technical support 2) Build inhouse capacity in HSC&L for sustainability**	**Action Lead : MoAF Action Team : DDM, Working group agencies, Development partners**	**Review preparedness capacity gap and take corrective actions to fill the gap**	**Action Lead : MoAF Action Team : DDM, Working group agencies, Development partners**
				a. Develop advocacy materials and briefing information on the HSC&L preparedness for further dissemination among all respective agencies	Action Lead: MoAF Action Team :Working group agencies	a. Arrange for interim technical support(through TA, Capacity building)	Action Lead: MoAF Action Team: Working group agencies , RUB	a. Review preparedness capacity gaps	Action Lead: MoAF Action Team: DDM, working group agencies
				b. Conduct advocacy activities (presentation, briefing sessions) on the HSC&L preparedness by the working group members in their respective agencies	Action Lead: MoAF Action Team :Working group agencies	b. Mobilize resources for hiring of interim support	Action Lead: MoAF Action Team: DDM, working group agencies, GNHC, MoF	b. Conducts ToTS and refreshers course	Action Lead: MoAF Action Team: DDM, working group agencies
						c. Develop knowledge transfer mechanism if internatiuional experts are hired	Action Lead: MoAF Action Team: DDM, working group agencies		

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
						d. Conduct capacity building on HSC&L	Action Lead: MoAF Action Team: DDM, working group agencies		
			11. Lack of comprehensive guidelines/national standards to guide logisticians professional certification to certify the required competency	Develop guideline / manuals / operational processes for logistics preparedness with support from international / regional institutes on HSC&L	**Action Lead : MoAF Action Team : DDM, Working group agencies, Development partners**	Review and revise the existing guidelines / manuals/ operational process etc. and adapt accordingly	**Action Lead : MoAF Action Team : DDM, Working group agencies, Development partners**	Implement the revised guidelines / manuals/ operational process etc. and adapt accordingly	**Action Lead : MoAF Action Team : DDM, Working group agencies, Development partners**
				a. Mobilize resources	Action Lead: MoAF Action Team: DDM, development partners, MoF, GNHC	a. Draft the guideline / manuals / operational processes for logistics preparedness	Action Lead: MoAF Action Team: DDM, working group agencies	a. Review and update based on the implementation progress	Action Lead: MoAF Action Team: DDM, working group agencies
				b. Hire expert/s to assist the agency	Action Lead: MoAF Action Team: DDM, working group agencies	b. Conduct a consultation meeting with relevant stakeholders to finalize the draft	Action Lead: MoAF Action Team: DDM, working group agencies		
				c. Initiate developing the guidelines/manuals	Action Lead: MoAF Action Team: DDM, working group agencies	c. Review and revise the draft based on comments from the stakeholders	Action Lead: MoAF Action Team: DDM, working group agencies		
						d. Start implementation of the guidelines/standards/manuals/processes	Action Lead: MoAF Action Team: DDM, working group agencies		
	4.4.1 Support design of new CFM	Develop policy, guideline and Common Feedback System and integrate the same in the SOP of all the stakeholders	12. No formal CFM system exists	Develop the CFM system hosted online	**Action Lead MoAF Action Team DDM & WFP (process support), DITT (technical support), working group agencies**	Implement the CFM system and review the CFM system for further improvement	**Action Lead : MoAF Action Team: DITT, DDM**	Continue implementation of the CFM mechanism	**Action Lead : MoAF Action Team: DITT, DDM**
				a. Identify requirements of the system to be developed	Action Lead MoAF Action Team DDM & WFP (process support), DITT (technical support), working group agencies	a. Conduct a consultative meeting/workshop to review the CFM system	Action Lead MoAF Action Team DDM & WFP (process support), DITT (technical support), working group agencies, BCCI	a. Conduct timely review and impact of the system	Action Lead: working group agencies Action Team : MoAF, DDM ,LGs
				b. Mobilize resources for developing the system	Action Lead MoAF Action Team DDM & WFP (process support), GNHC, MoF, DITT (technical support), working group agencies	b. Improve the CFM system based on the feedback from the stakeholders	Action Lead MoAF Action Team DDM & WFP (process support), DITT (technical support), working group agencies, BCCI		
				c. Identify developer/s to develop the system (procurement of consultancy services)	Action Lead MoAF Action Team DDM & WFP (process support), DITT (technical support)	c. Constitute a committee within the working group agencies to address any issues.	Action Lead : Working group agencies Action Team : MoAF, DDM,LGs		
						d. Rollout the CFM system	Action Lead MoAF Action Team DDM & WFP (process support), DITT (technical support), working group agencies, BCCI		
			13. Access to statistics / information required is difficult	Enhance information/statistics sharing mechanism with the establishment of central database repository, and tracking systems	**Action Lead: MoAF Action Team: DDM, NSB, DITT**	Review business rules and upgrade system , if required.	**Action Lead : MoAF Action Team: DDM, DITT**	Review business rules and upgrade system , if required.	**Action Lead : MoAF Action Team: DDM, DITT**
				a. Identify the lead agency in managing data related to logistics preparedness	Action Lead: MoAF Action Team: DDM	a. Review the database and upgrade if required	Action Lead: MoAF, Action Team: DITT, working group agencies, LGs DDM	a. Review the database and upgrade if required	Action Lead: MoAF, Action Team: DITT, working group agencies, LGs DDM
				b. Develop a central database repository system	Action Lead: Identified lead agency Action Team: MoAF, DDM	b. Update the database periodically	Action Lead: MoAF, Action Team: DITT, working group agencies, LGs DDM	b. Update the database periodically	Action Lead: MoAF, Action Team: DITT, working group agencies, LGs DDM
				c. Carry out compilation of all relevant logistics data from the respective agencies	Action Lead: MoAF Action Team: DDM, NSB, DITT, working group agencies, LGs,DHI, SOEs, CSOs, NGOs, BCCI, LGs	c. Review the tracking system and upgrade if required	Action Lead: MoAF, Action Team: DITT, working group agencies, LGs DDM	c. Review the tracking system and upgrade if required	Action Lead: MoAF, Action Team: DITT, working group agencies, LGs DDM
				d. Develop tracking system	Action Lead: MoAF Action Team: DDM, DITT, working group agencies				
	4.4.2 Support CFM rollout	Provide training,advocacy, technical and funding support to relevant stakeholders on the usage of the CFM	14. Lack of trained/knowledgeable expert to provide the training	Identify learning needs for training in each working agency for HSC&L preparedness	**Action Lead: MoAF Action Team: DDM, DITT, working group agencies**	Develop training module (including ToT), conduct the training	**Action Lead MoAF Action Team DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP**	Review the existing training materials for relevance to the emerging needs	**Action Lead MoAF Action Team DDM, MoWHS (DoR, DHS, DES,PPD), MoIC (RSTA, DITT, DoIM), MoEA (DoT, DoI, OCP), MoH (DMS, DoPH), Desuung Office, GNHC, LGs, DHI (BPC, BT, Tashi Cell), BICMA, BCCI, SOEs, CSOs, RUB, WFP (applies for 1, 2 & 3)**
				a. Mobilize resources to conduct the training	Action Lead: working group agencies Action Team: GNHC,MoF	a. Develop training module	Action Lead: MoAF Action Team: DDM, DITT, working group agencies	a. Study the effectiveness and impact of CFM rollout	
				b. Identify the training requirements	Action Lead: MoAF Action Team: DDM, DITT	b. Conduct the training	Action Lead: MoAF Action Team: DDM, DITT, working group agencies	b. Update the existing training materials to address any emerging needs	
				c. Identify the trainer	Action Lead: MoAF Action Team: DDM, DITT	c. Conduct ToTs on the use of the CFM system	Action Lead: working group agencies Action Team: GNHC,MoF ,LGs		

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		**Medium Term**		**Long-term (3-5 years)**	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
						d. Implement the system	Action Lead: working group agencies Action Team: Private sector, CSOs, SOEs, LGs, DHI, minsitries		
			15. Lack of data security and privacy policy	**Ensure all necessary requriements of HSC&L preparedness, CFM definition and data security, privacy policy is included in the policy**	Action Lead: MoIC Action Team: MoAF, DDM, DITT, DoIM	**Review the CFM to align with privacy and data security policies for continued improvement**	Action Lead: MoIC Action Team: MoAF, DDM, DITT, DoIM	**Review the CFM to align with privacy and data security policies for continued improvement**	Action Lead: MoIC Action Team: MoAF, DDM, DITT, DoIM
				a. Incorporate data security and privacy policy/features/components in the CFM system	Action Lead: MoIC Action Team: MoAF, DDM, DITT, DoIM	a. Review and update the CFM system for aligning with data security and privacy policies	Action Lead: MoAF Action Team: working group agencies, DDM, DITT	a. Review the CFM system, for continued improvement	Action Lead: MoAF Action Team: working group agencies, DDM, DITT
				b. Mobilize resources for advocacy programs	Action Lead: Working group agencies Action Team: MoAF, DDM, GNHC, MoF	b. Run awareness programme on CFM system using various medium	Action Lead: MoAF Action Team: working group agencies	b. Review and update programme materials for CFM	Action Lead: MoAF Action Team: working group agencies
				c. Develop advocacy material on CFM system	Action Lead: MoAF Action Team: DDM, working group agencies				
				d. Develop advocacy materials (social media, brochures, print media, Television)	Action Lead: MoAF Action Team: DDM, Working group agencies				

PW 5 - Engagement of other actors in HSC

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Short Term Action Points	Short Term Action Lead (+action team)	Medium Term Action Points	Medium Term Action Lead (+action team)	Long-term Action Points	Long-term Action Lead (+action team)
5.1 - In HSC&L Preparedness Plan design	5.1.1 Strengthen inclusivity in design	Ensure engagement and participation of civil society and private sectors and relevant stakeholders equally in the various designs of the preparedness plan	1. No participation and awareness among civil society and private sectors, DHI companies and relevant stakeholder regarding the national humanitarian supply chain and logistics preparedness plan	**Engage and identify potentional collaboration opportunities with CSO, Private Sector and SOEs to contribute to preparedness activities**	**MoAF (DDM, MoAF,WFP, Thromde, MoLHR,BCCI, De-Suung,Red Cross , FCBL, BPC, BTel,STCBL, DLO,RBA, BPost, Local Govt, CSO)**	**Conduct consultation meeting for assigment and awareness of the roles and responsibilities in HSC&L prepardness plan with other actors**	**MoAF(DDM,WFP, Thromde, MoLHR,BCCI, De-Suung,Red Cross , FCBL, BPC, BTel,STCBL, DLO,RBA, BPost, Local Govt, CSO)**	**Conduct Annual National humanitarian supply chain conference to raise awareness on importance of HSC&L preparedness**	**MoAF (DDM,WFP, Thromde, MoLHR,BCCI, De-Suung,Red Cross , FCBL, BPC, BTel,STCBL, DLO,RBA, BPost, Local Govt, CSO)**
				a. Identify the relevant CSOs, SOEs, and private sectors	DDM (MoAF) Action Team: MoWHS (DoR, DHS, DES), MoIC (RSTA, DoAT), MoEA (DoT, DoI,OCT) and BCCI	a. Assign roles and responsibilities (ToR) to CSOs, SOEs and private sectors with clear mandates to the identified focal persons	DDM (MoAF)	Call a national convention for CSOs, SOEs, and private sectors to streamline action plans on HSC&L preparedness	MoAF(DDM)
				b. Call consulation meeting with CSOs, SOEs, and private sectors to introduce the HSC&L preparedness plan	DDM (MoAF)	b. Develop action plans for the HSCL focal points from CSOs, SOEs and private sectors to implement the HSC&L activities	DDM (MoAF)		
5.2 - In HSC&L Preparedness Plan implementation	5.2.1 Strengthen inclusivity in delivery	Preparedness plans are adequately put in place at all levels through facilitation of the active engagement, support and contribution of civil society and private sectors and relevant stakeholders whenever necessary.	2. No documentation or system in place for the facilitation of the participation of civil society and private sectors and DHI companies	**Conduct a partnership landscape analysis for the HSC&L preparedness plan**	**DDM (MoAF, WFP,FCBL,BBCI,DHI,CSO,Dessung,Armed Force,Red Cross)**	**Conduct stakeholder meeting twice a year with CSOs, private sector, and DHI-owned companies to share updates on peparedness implemenation and explore further collaboration**	**DDM (MoAF, WFP,FCBL,BBCI,DHI,CSO,Dessung ,Armed Force,Red Cross)**	**Signing of partnership agreements and MoU with relevant CSO, private sectors and DHI for ensuring participation in HSC&L preparedness plan**	**DDM (MoAF, WFP,FCBL,BBCI,DHI,CSO,Dessung,Ar med Force,Red Cross)**
				a. Engage focal points from CSOs, SOEs and private sectors to perform a survey on gap analysis for HSC&L preparedness	DDM (MoAF)	a. Call a bi-annually meeting with CSOs and private sectors to explore innoavtions and develop streamlined action plans for HSC&L	DDM (MoAF)	a. Draw an annual agreement with CSOs and private sectors with clear assingment of targets	DDM (MoAF)
				b. Develop action plans to address the gaps and corresponding interventions from different stakeholders	DDM (MoAF)	b. Ensure timely follow-up and subsequent activities undertaken by CSOs and private sectors	DDM (MoAF)	b. Monitor the progress and achievement of targets	DDM (MoAF)
				c. Secure fund and allocation of resources to CSOs to undertake the planned activities	DDM (MoAF)				
			3. No clear-cut definitions of the roles and responsibility of the Non-state actors in the national humanitarian supply chain and logistic preparedness plan	**Identification of roles of other actors to contribute to the achievement of HSC&L preparedness plan**	**DDM (MoAF, WFP,FCBL,BBCI,DHI,CSO,Dessung,RBA,RBP,Red Cross)**	**Assess the HSC&L capacity of the CSO, private sector and DHI to enhance losgistic preparedness**	**DDM (MoAF, WFP,FCBL,BBCI,DHI,CSO,Dessung , RBA, RBP,Red Cross)**	**Signing of partnership agreements and MoU with relevant CSO, private sector and DHI of their roles and responsibilities in HSC&L preparedness plan**	**DDM (MoAF, WFP,FCBL,BBCI,DHI,CSO,Dessung,R BA,RBP,Red Cross)**

Bundle	Entry Point	Working Group ToR	Identified Preparedness Capacity Gaps	Potential Solutions					
				Short Term		Medium Term		Long-term (3-5 years)	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
				a. Develop ToRs for different actors with clear and delineated roles to avoid duplication in HSC&L implementation process	MoAF(DDM)	a. Conduct hands-on training to CSOs and private sectors on HSC&L preparedness	MoAF(DDM,GNHC,MoF)	a. Call a meeting to furnish and agree on the ToRs for actors involved in HSC&L preparedness	MoAF(DDM,GNHC,MoF)
				b. Develop SOPs and Implementation guidelines for different HSC&L activities	MoAF(DDM)				
5.3 - Research, development and innovation in HSC	5.3.1 Support R&D and Innovation	Strengthen domestic R&D capacity and establish international linkage with R&D institutions to enhance research and need-based innovations that are adaptable in the HSC&L approach with real time data	4. Non-existence of apex agency to oversee the R&Ds in HSC&L	Identify institutes to collaborate with R&Ds on HSC&L R&D activities (1)	DDM (MoAF)	Perform research on HSC&L in collaboration with the institutes	DDM (MoAF)	Assess and conduct the revision of HSC&L strategy based on the need and context through consultation (1)	DDM (MoAF)
				a. Call a meeting with RUB and identify the institution and explore possible collaborations on HSC&L R&Ds	DDM (MoAF, RUB and it Institutes)	a. Identify researchers and develop corresponding ToRs to perform research on HSC&L preparedness study	DDM (MoAF, Institutes)	a. Call a meeting with researchers to streamline the research areas based on the need.	MoAF (DDM)
				b. Secure funds and resource sharing for conducting R&Ds on HSC&L	DDM (MoAF, Institutes)	b. Conduct a training to develop the statsitical and analytical capacity fo teh researchers	DDM (MoAF, Institutes)		
				c. Develop a R&D strategy to perform research	DDM (MoAF, Institutes)	c. Develop competency framework for researchers to conduct research in HSC&L preparedness	DDM (MoAF)		
			5. The possible research performed by the relevant institutions are not needs-based	Identify needs-based areas of HSC&L research and collaborate with national and international academic institutions to conduct research (2)	DDM (MoAF, MoWHS, MoIC, Thromdes, SOEs, Local Government, Deesung, WFP, FAO)	Desseminate the technologies and outcomes of the HSC&L research	DDM (MoAF, MoWHS, MoIC, Thromdes, Local Government, Deesung, WFP, FAO)	Review and apply HSC&L technologies and research to enahce preparedness	DDM (MoAF, MoWHS, MoIC, Thromdes, Local Government, Deesung, WFP, FAO)
				a. Call meeting with agencies associated with HSC&L to identify areas requiring research-based. interventions	DDM (Institutes, MoAF, MoWHS, MoIC, WFP, FAO)	a. Impart the outcomes of research for application in HSC&L preparedness	DDM (Institutes, MoAF, MoWHS, MoIC, WFP, FAO)	a. Call a consultation meeting with stakeholders to review the feasibility of HSC&L technologies introduced	DDM (Institutes, MoAF, MoWHS, MoIC, WFP, FAO)
				b. Call meeting with international R&Ds to engage international humanatarian relief agencies to colloborate on HSC&L preparedness	DDM (Institutes, MoAF, MoWHS, MoIC, WFP, FAO)	b. Conduct a meeting with relevant agencies to introduce the technologies of HSC&L in the fields	DDM (Institutes, MoAF, MoWHS, MoIC, WFP, FAO)	b. Institute a feedback mechanism on the technologies applied for the HSC&L prepardnes	DDM (Institutes, MoAF, MoWHS, MoIC, WFP, FAO)
				c. Conduct feasibility assessment and survey on HSC&L Preparedness actions	DDM (Institutes, MoAF, MoWHS, MoIC, WFP, FAO)				
			6. Lack of technologies and innovations that would contribute towards strengthening the HSCI&L approach to address disaster management issues	Introduce and apply recent technologies and approaches to improve HSC&L capacity	MoIC (DDM, MoAF)	Introduce and enahnce applicable technologies to improve HSC&L Capacity	MoIC (DDM, MoAF)	Ensure continuous applciation of technologies and research to enhance HSC&L	MoAF (DDM, Development Partners, RUB)
				a. Identify technologies required for HSC&L improvement	MoIC (DDM, MoAF)	a. Conduct the feasibility of new HSC&L technologies before introducing for applciation	MoAF(DDM,MoIC,GNHC)	a. Update and upgrade technologies application to strengthen HSC&L	MoAF(DDM,MoIC)
				b. Formation of committee to review the introduction of new HSC&L technologies in the country	DDM (MoIC, MoAF)	b. Generation of feasibility assessment report of new HSC&L technologies	MoAF(DDM)	b. Explore possibilities of introducing additional HSC&L technologies following the same review process	MoAF(DDM,MoIC,GNHC,MoF)
						c. Application of reviewed technologies as a part of HSC&L preparedness	MoAF(DDM,MoIC,GNHC, MoF)		
			7. No identified institutions within the country mandated to carry out research and innovations on HSC&L	Collaborate with national and international research institutes to strengthen and innovate technologies in HSC&L	MoAF(DDM)	Institute R&D unit within Logistic Desk to focus on indentifying new approaiches/technologues strengthen the HSC&L capacity	MoAF (CBS, RUB, DDM, KGUMSB)	Conduct an impact assessement on HSC&L technology applciation to enhance HSC&L	MoAF (CBS, RUB, DDM, KGUMSB)
				a. Esatblish network with international humanatarian relief agencies to collaborate on new HSC&L technologies	MoAF (DDM,GNHC,MoIC,MoFA)	a. Identify focal points at Logistic deks mandated to conduct feasibility assessment of new HSC&L technologies and for onward submission to committee at national level	MoAF(DDM,MoIC)	a. The researchers and R&D focal points will conduct annual impact assessment of new HSC&L technologies deployed for HSC&L preparedness	MoAF(DDM,MoIC)
						b. The R&D focal points will periodically review the existing and new HSC&L technologies	MoAF(DDM,MoIC)	b. Generate an impact assessment report	MoAF(DDM,MoIC), GNHC

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				Short Term		Medium Term		Long-term (3-5 years)	
				Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)	Action Points	Action Lead (+action team)
			8. No designated fund to carry out research on HSC&L	Inclusion of R&D budget in the annual budget allocation for disaster preparedness	DDM (MoAF)	Establish collaboration with international research agecies to seek budgetary support for HSC&L research-based innovations	MoAF (DDM, GNHC)	Inclusion of HSC&L as one of the major compoeent in national plans to secure budgetary support	MoAF (DDM, GNHC)
				a. Propose a new budget head to incorporate the HSC&L activities in the annual budget schedule	MoAF(DDM, MoF)	a. Explore collaborations with international humanatarian relief agencies in HSC&L R&Ds	MoAF(DDM,MoIC, MoFA)	a. Propose HSC&L as one of the important indicators under National Key Result Areas (NKRA) of RGOB performance management system	MoAF(DDM, MoF)
				b. Develop annual workplan at agency level to implement the HSC&L activities	DDM (MoAF, MoIC, MoWHS, Thromdes, Deesung, Redcross, WFP, FAO, RBP,RBA)	b. Write proposals to attract international humanitarian relief agencies to support HSC&L preparedness in the country	MoAF(DDM,MoIC, MoFA)	b. Include HSC&L as one of the KPI and tagerts in annual performance agreement of HSC&L implementing agencies	DDM (MoAF, MoIC, MoWHS, Thromdes, Deesung, Redcross, WFP, FAO, RBP,RBA)
	5.3.2 Strengthen inclusivity in M&E	Institute a defined impact assessment framework to measure the implementation process (identify SMART performance indicators) of HSC&L by the government agencies (both central and local government) with active engagement from private sectors and CSOs.	9. Lack of agreed national impact assessment framework for stakeholders (to be jointly developed by associated agencies and stakeholders)	Develop a national strategy to assess the impact of HSC&L interventions in the country	DDM (MoAF, MoIC, MoWHS, Thromdes, Deesung, Redcross, WFP, FAO, RBP,RBA)	Conduct an assesment of HSC&L arrangements by difefrent working groups in the vulnerable lcoations and community to analyze the readiness	DDM (MoAF, MoWHS, MoIC, Deesung, RPB, RBA)	Conduct and strengthen the M&E modalities to bring in refinement	DDM (MoAF, MoWHS, MoIC, Deesung, RBA,RBP)
				a. Institute working group to conduct M&E of HSC&L preparedness	MoAF(DDM, MoF)	a. Field the working members to conduct M&E of HSC&L preparedness	MoAF(DDM, MoF)	a. Review and refine the M&E framework of HSC&L for improvement and implementation	MoAF(DDM)
				b. Call a stakeholder consultation to develop M&E framework for HSC&L prepared by the working group	MoAF(DDM)	b. Generate the M&E report for submission to HSC&L implementing agencies and Logistic desk at National level	MoAF(DDM, MoF)	b. Provide feedbacks and sugegstions to HSC&L preparedness implenting agencies based on the M&E performed	DDM (MoAF, MoIC, MoWHS, Thromdes, Deesung, Redcross, WFP, FAO, RBP,RBA)
			10. Lack of HSC&L target assignment to stakeholders with mechanism in place with unclear KPI definitions	Identify Performance Indicator Targets across all working grouop members to ensure adequate accounatbility	GNHC (DDM, MoAF)	Assingn Performance Indicator Targets across all working grouop members to ensure adequate accounatbility	DDM (MoAF, MoWHS, MoIC, Thromdes)	Review actual Performance against Indicator Targets across all working grouop members to ensure adequate accounatbility	GNHC (DDM, MoAF)
				a. Call a stakeholder consulation with all associated agencies on identifying the HSC&L targets (SMART)	GNHC (DDM, MoAF)	a. Assign HSC&L performance targets (KPIs) to different implementing agencies as a part of annual performance compact	DDM (MoAF, MoWHS, MoIC, Thromdes)	a. Call a moderation exercise to assess the targets achieved by all implenting agencies with jsutifications	GNHC (DDM, MoAF)
				b. Develop a performance assessment framework	GNHC (DDM, MoAF)	b. Biannually review the achievements and progress as per the agreed performance compact	DDM (MoAF, MoWHS, MoIC, Thromdes)		GNHC (DDM, MoAF)
5.4 - Sustainable human capital in HSC	5.4.1 Strengthen educational opportunities	Establish collaborations with national and international academic institutions to enhance the HR capacity in HSC&L	11. No curriculum designed in educational institutions on HSC&L and disaster management	Include HSC&L as one of the priority areas in the educational curriculum	DDM (RUB, MoAF,MoE)	Awareness program for academia institutions on HSC&L and disaster management	DDM (RUB, MoE, MoAF)	Review of HSC&L curriculum to meet the needs of HSC&L	DDM (MoE, RUB, MoAF)
				a. Call a consulation meeting with RUB and MoE to identify institutes relevant including HSC&L as a part of curriculum for learning purpose	DDM (RUB, MoAF,MoE)	a. Conduct awareness programs and educational fairs to impart knowledge on importance of HSC&L to trainees	DDM (RUB, MoAF,MoE)	a. Review the already developed HSC&L curriculum to explore possibilities of including new areas of priority based on the research conducted by the R&D Units of Logistic desk	DDM (RUB, MoAF,MoE)
				b. Review and realign the existing curriculum of identified institutes to explore possibilities of inlcuding HSC&L as one of the priority curriculum for trainees	DDM (RUB, MoAF,MoE)	b. Provide hands-on training on HSCL&L preparedness	DDM (RUB, MoAF,MoE)		
	5.4.2 Strengthen voluntary services	Develop voluntary service action plan to strengthen the labour market in disaster related logistic management	12. Lack of awareness on HSC&L voluntary from community and priovte sectors	Assessing the feasibility of including basic HSC&L management skills in the voluntary program	DDM (MOAF, MoWHS, RedCross, MoLHR)	Develop and deliver the basic HSC&L management course in the voluntary program	DDM (MoAF, MoWHS, MoIC)	Assess the course impact and update course materials as required	DDM (RedCross, MoAF)
				a. Call a consultation meeting involving community organizations and private sectors to introduce HSC&L preparedness approach and seek their possible support to participate as a voluntary	DDM (MOAF, MoWHS, RedCross, MoLHR)	a. Conduct hands-on training on HSC&L to volunteers and organize timely refresher courses by different sectors like MoAF, MoWHS, MoIC and MoH	DDM (MOAF, MoWHS, RedCross, MoLHR)	a. Assess the impact of course conduct and subsequent performance of wolunteers on HSC&L preparednes	DDM (MOAF, MoWHS, RedCross, MoLHR)
				b. Develop modules and materials to conduct trainings for HSC&L volunteers	DDM (MOAF, MoWHS, RedCross, MoLHR)				