

## Shelter Cluster Vanuatu – Meeting Notes

Meeting:	Shelter Cluster Vanuatu - Cluster Meeting – Earthquake response		
Date:	29 January 2025	Time:	1600-1700
Meeting Facilitator:	Fidel Zebeta	Location:	NDMO

### Agenda

Attendance: NDMO, NDMO TA, DUAP, IOM, ADRA, CARE, Save the Children, VRCS, IFRC, IFRC SC

### Agenda

#### Last meeting's action items:

Action	Owner	Result or status
Efate EQ Recovery plan	SCV	<a href="#">Efate Earthquake Recovery and Resilience Plan</a>
Contact to Cash Working Group	SCV	Cash Working group contact: Katalaine Duaibe, Email: <a href="mailto:katalaine.duaibe@un.org">katalaine.duaibe@un.org</a> or Whatsapp +679 998 1073.
<b>DUAP Physical planning area (map of areas under DUAP responsibility), the Building Code Act (No. 36/2013), and the Building Code (1990/2000)</b>	DUAP	Building Code Act Efate, PPA Building Code Vanuatu 2000 (Email 20.01)
Water tank	SCV	Coordination with World Vision International (WVI) on guidance / methodology for securing water tanks.

#### Agenda item 1: SC minutes

No comments were raised on the previous meeting minutes. Partners who have not received the last **Shelter Cluster (SC) minutes 09** are advised to check. [SC Vanuatu EQ 2024](#)

#### Agenda item 2: Partners updates:

- The DECM cluster has reported that the number of displaced households and evacuation centers remains stable. Currently, 267 individuals are displaced, with two evacuation centers operational and 22 host households. The evacuation center requires lighting, while host households need shelter kits, lighting, and tarpaulins (as of 31.01).
- The detailed household assessment by VRCS is ongoing. To date, the following items have been distributed: 468 tarps, 99 shelter toolkits, 219 solar lights, and 531 kitchen sets. A total of 824 households have been reached with shelter and NFI assistance.

#### Agenda item 3: Technical working groups:

- a) Partners working on recovery are now actively meeting to address the **HBDA (Household Baseline Damage Assessment)**. The HBDA will build upon the Vanuatu Red Cross Society's (VRCS) multi-sector assessment, which utilized the Vanuatu Bureau of Statistics (VBoS). For the HBDA, assessment teams will be organized, comprising local engineers and representatives from local government asset management units. Additionally, students and staff from engineering-related Technical and Vocational Education and Training (TVET) institutions may be engaged. These teams will receive training on the HBDA methodology and questionnaire. Expected to commence in 2–3 weeks.

#### Assessment Scope & Timeline:

- The sample size may be around 1,000 (extrapolated).
- The entire field assessment is expected to take approximately two to three weeks.
- By mid-March, preparations for distributing information packages will begin.
- Discussions on a partial package can start now.

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- The HBDA shall cover all impacted areas on Efate.

### Remarks:

- The Statistics Department has a pool of enumerators who may also be engaged.
- Skills Partnership may provide skilled personnel, such as carpenters and masons.
- To mitigate assessment fatigue, an immediate action point is to develop IEC materials explaining the purpose of HBDA.
- It is advised to use government baseline data, ensuring consistency with official household typologies for statistical alignment.
- Engagement with the Province: No engagement has taken place yet. The province could facilitate connections with CDCCCs and Area Administrators, who need to be involved. A briefing and protocol will be necessary for effective collaboration.

### NDMO Update:

- Met with the Secretary General (SG) of Shefa, who expressed strong interest in being more involved. The SG sees an opportunity to enhance engagement.
  - He could be instrumental in connecting with Area Administrators and Provincial Disaster Officers.
- b) **SC IEC Materials:** The Shelter Cluster plans to collaborate with partners to develop messaging on: Building SMART houses. NDMO and DUAP are providing guidance to the Shelter Cluster on this process. A consultant has been engaged, and TORs have been prepared. Another meeting is scheduled this week with the consultant to develop key messages. Government recommendations on construction emphasize that housing designs must be affordable and cost-effective for vulnerable populations. This is part of a long-term strategy to ensure sustainable housing solutions.

### Discussion Points:

- Revision of Building Code is ongoing.
- UNDP noted that rural areas currently lack a building code. The HBDA objective is to explore standards for improving rural building practices, as suggested by DUAP.
- Traditional designs will be included in these considerations.

### Agenda item 4:

ROC will be deactivated by this week. ROC functions will be delegated or reverted back to appropriate government unit (e.g. to DRU, respective committee, respective government ministry).

DECM and the Shelter Cluster have requested an inter-agency meeting. The NDMO will follow up and organize this meeting in calendar week 6.

### Agenda item 5:

- No WASH Cluster member here.
- SC is in touch with WASH Cluster and will start regular meetings due to the potential cross-over and coordination efficiencies that can be gained by coordinating activities.
- World Vision kindly shared their drawings on how to tie down the water tank. If anyone requires these drawings, please let us know, and we will share them.

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**Reporting (5Ws) and information management:** Partners are encouraged to report shelter assistance activities using the 5Ws. While response activities are ongoing, the NDMO Information Management (IM) team will ensure the data remains up to date.

**Earthquake awareness documents:** we would like to draw your attention to the following earthquake related information materials that were prepared previously. We hope these will be informative and useful, until we develop Vanuatu specific materials in relation to earthquake resilient building techniques.

- [Earthquake resistant guide to timber design](#) - a good document with good and simple drawings although some constructions are a little sophisticated.
- [Promoting earthquake resistant housing](#) – good and easy guide.
- [Earthquakes don't kill people, non-engineered buildings do](#) – good example of one page document on what to do in an earthquake.

### **AOB: Early Recovery Network minutes (24.01)**

- ROC mentioned that in the coming months, the demand for construction materials (and other recovery support materials) are expected to increase as building owners, the Government, support agencies and local house owners will all start procuring construction materials.
- ROC cautioned support agencies of the inflationary effect of increased demand. He cited the increase rent/lease rates in the hotel industry as many individuals and offices compete for spaces. He reminded agencies that most, if not all construction materials in Vanuatu are imported, as there is no manufacturing capacity in the country.
- The highest recommendation on procurement of building construction materials based on previous experience is that procurements for large-scale reconstructions (especially those imported) be done internationally instead of local market.
- ROC mentioned that almost all the 'concrete based' materials are imported since the country produces none, thus inflation factor must be accounted for while procuring construction materials not produced locally.

### **Useful links:**

- [Shelter Cluster Common Operating Picture](#)
- [Global Shelter Cluster earthquake compendium of earthquake related documents.](#)
- [Shelter Cluster Vanuatu Earthquake](#) page (established for this Earthquake shelter response coordination)
- [Shelter Cluster Vanuatu page](#) (standing Shelter Cluster in Vanuatu web page).
- [Shelter Cluster Vanuatu technical guidance.](#) This document is drafted in three parts to show (A) the recommendations for responses of the Shelter Cluster to natural hazards in Vanuatu, (B) recommended shelter and non-food items (NFI) technical specifications and (C) case studies and key references.
- [5Ws consolidated data \(Live\)](#)
- [5Ws Dashboard](#)
- [Meeting calendar for all clusters](#)
- [Damage assessment dashboard](#)
- [DECM Dashboard \(new\)](#)
- [DECM PowerBI](#)
- [All Clusters Coordinators Contact List](#)
- [Choice for better shelter](#)

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#### Action Items

Action	Owner	Due Date
1. Technical Working Group / Damage assessment	SCV	14.01.2025
2. Technical Working Group / Damage assessment (HBDA) Technical Working Group / GIP process	SCV	17.01.2025
3. Technical Working Group / Damage assessment (HBDA)	SCV	28.01.2025
4. Technical Working Group / SCV BBB messages	SCV	30.01.2025

#### Next Meeting

Date:		Time:	1600 hrs	Location:	NDMO
Comment:	<p><b>NEXT MEETING:</b> NDMO is potentially planning a partner meeting with all relevant clusters week <b>CW 06</b>). Following the conclusion of this meeting, we may reconvene for the DECM/Shelter meetings.</p>				