

Shelter Cluster Vanuatu – Meeting Notes

Meeting:	Shelter Cluster Vanuatu - Cluster Meeting – Earthquake response		
Date:	12 February 2025	Time:	1600-1700
Meeting Facilitator:	Fidel Zebeta Samandra Gete	Location:	NDMO

Agenda

Attendance: Fidel Zebeta (NDMO), Julien Lamberti (NDMO), Devney Toa (DUAP), Mark Vaughan (DUAP), Samandra Gete (VRCS), Noel Puno (UNDP), Hillary Garae (World Vision), Vanessa Organo (IOM), Linda Peter (Care), Elisabeth Araujo (IOM), Michael Taiki (World Vision), Frank Santana (IOM), Marianne Pecnik (IFRC)

Agenda

Last meeting's action items:

Action	Owner	Result or status
Efate EQ Recovery plan	DUAP	Efate Earthquake Recovery and Resilience Plan
Efate EQ Housing Sector Recovery Plan (update)	DUAP	https://www.dropbox.com/scl/fi/scrt29cumea5hnapwdkuf/20022025-Efate-Earthquake-Housing-Sector-Recovery-Plan-Update.pdf?rlkey=kqtrrhawdj9v600giy0eqv8po&dl=0
IFRC Shelter Kit	SCV	Specifications
Household and Building Damage Assessment	UNDP	HBDA Fact Sheet
Vanuatu Skills Partnership	Ministry of Education & Training	Skills partnership
Certificate II in Building and Construction (General Construction)	Vanuatu Qualification Authority	https://vqa.edu.vu/index.php/accredited-courses-quick/311-certificate-ii-in-building-construction-general-construction#s5_scrolltop

Agenda item 1: SC minutes No comments were raised on the previous meeting minutes.

Agenda item 2: Partners updates:

- IOM: Is updating its distribution planning to ensure the efficient allocation and delivery of essential supplies to affected communities. This includes assessing current needs, coordinating with local partners FSAC, and scheduling timely distributions.
- Feedback from IOM's meeting with Shefa SG in relation to cluster coordination and updates on earthquake response so far: Discussed potential support measures, funding, and collaboration opportunities. Shefa SG has indicated interest to coordinate recovery activities within Shefa jurisdiction (ACs outside of Port Vila municipal zone).
- IOM will follow up: Tent Allocation for Correctional Services (prison house): Verification required on whether any cluster members have access to tents at present.
- Health Cluster: Discussion focused on challenges faced by extended stayers, including health concerns and resource allocation.

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- World Vision: Schools and communities are currently being supported. At present, quick fixes related to WASH programs are being implemented in eight schools. Additionally, interventions are taking place in eight health centers/facilities, where similar quick-fix solutions are being carried out.
- A meeting was held with the Shefa Provincial Health Manager regarding the assessments that were conducted. The implementation is expected to begin next week, although materials and items for both health facilities and schools are still being procured. These efforts primarily focus on peri-urban communities around Port Vila, with some interventions also planned for rural areas.
- HBDA will play an important role in supporting their *Haos Blong Yumi* program, particularly in reinforcing messages about earthquake resilience. This includes modifying relevant modules on safe shelters. Additionally, rapid repair kits (containing small tools, tarps, hammers, and nails) are in stock, with a potential plan for distribution.
- VRCS: Distributions in area councils have finished. Tent setting up with UNICEF at schools Awareness for shelter, PSS, WASH at Britano school is going ahead.
- NDMO has some tents in storage of World Vision and kitchen kits and tents with StC – NDMO. Number needs to be confirmed.

Agenda item 3: Technical working groups:

TWiG 1: HBDA: The HBDA results are set to be presented on 7 March, with data collection progressing. Five to seven assessment teams will cover Efate, focusing on total destroyed/severe to moderate shelter damage. Red Cross has provided 15 enumerators, and Shefa Province has assigned staff for coordination. Recruiting of engineers ongoing, two engineers are confirmed. VIT proposed five candidates. A technical expert is expected soon. The survey questionnaire is finalized, focusing on shelter needs and including WASH indicators once confirmed. DUAP is providing tablets for Kobo data collection, and discussions with VBS continue. Key priorities include finalizing engineer recruitment, integrating WASH data, and ensuring smooth deployment of assessment teams.

TWiG 2: IEC material: The Shelter Cluster plans to collaborate with partners to develop messaging on: IEC shelter/housing material - Building SMART houses. NDMO and DUAP are providing guidance to the Shelter Cluster on this process. Government recommendations on construction emphasize that housing designs must be affordable and cost-effective for vulnerable populations. Delays in getting the approval for funding.

Agenda item 4: NDMO Update

- Cyclone support plans are being revised based on lessons learned.
- Earthquake preparedness plans (2019 version) are outdated and require urgent revision.
- SOPs for emergency operations are under review.

Radio Messaging & Communications: Key messages for radio broadcasts have been prepared, with rescheduling requested. Some assessment-related messages were drafted with support from the VCCRP project.

Review & Update of NEOC SOPs: The Standard Operating Procedures (SOPs) for the National Emergency Operations Centre (NEOC) require updates to reflect new communication methods and role changes.

NDMO Business Plan 2025 Updates: The Cyclone and Earthquake Support Plans, last updated in 2019, will be revised and included in this year's NDMO Business Plan.

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NDMO Staffing Expansion: Plans to add three new positions to strengthen operations: (1) PSRP 2 Project Coordinator – overseeing AUsNET, institutional strengthening, and planning (provincial and national DRM plans) (2) Information Management (IM) Officer (3) Finance Officer.

Shelter Strategic Plan: Fidel has discussed the Shelter Strategic Plan with the Acting Director and is seeking approval from the co-lead and lead to sign off on it.

Shelter Stock Updates: Shefa (Annex 1)

- Shelter toolkits: 2244 (kit) in stock
- Tarpaulins: 7821 (piece) in stock
- Kitchen sets: 2,166 (kit) in stock
- Solar lights: 2,593 (piece) in stock
- Blanket: 0 (piece)
- Mats: 0 (piece)

Additional incoming stock: 300 shelter tarps expected by end of the month.

Agenda item 5: DUAP update

- Housing Recovery Plan was approved in January 2025.
- Consultations on new Building Code will be completed by April 2025.
- Risk mapping and debris management were identified as key challenges.
- City Council is responsible for approving demolition plans.

Housing Recovery Plan: Approved in early January, all GIPs focused on housing have been approved, including cash assistance modality for the shelter sector.

Transition of Recovery Coordination: Recovery coordination shifting from ROC to sub-committees as ROC function closed. Shelter Cluster now falls under the Urban and Housing Sub-Committee, led by DUAP.

Building Code & Zoning Updates: Draft Building Code update expected for consultation by the end of the month. Consultations on the draft will likely take place in April. Housing Policy timeline shifted to Q3 due to earthquake recovery needs.

Debris Management: Falls under the jurisdiction of City Council/Public Works Department. Demolition plans must include a debris management strategy. Current landfill capacity is insufficient; new sites may be opened.

Urban Planning & Earthquake Risk: DUAP is integrating earthquake risk data into the zoning plan and building code. Zoning adjustments may extend beyond Port Vila to Greater Port Vila and Efate. Red zone discussions in Port Vila CBD are ongoing; further assessments required.

Informal Settlements & Displacement Issues: Concern raised about households living under unsafe buildings. No legal provision under the DRM Act for forced relocation. The new Disaster Resilience & Recovery Act allows police to move people from hazardous areas.

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Reopening of Port Vila CBD: Unclear timeline; reopening depends on multiple factors. Demolitions planned for Market eating area, Lolam House, Olympic Hotel, and CK Building.

Coordination challenge: ROC no longer leading; ministries still clarifying roles and responsibilities.

Early Planning for Household Assistance: IOM highlighted that some organizations have funding available to assist households, but with one month before HBDA results, discussions on assistance packages, implementation plans, and delivery modalities need to be expedited. Since cash-related initiatives require approval from the Economic Sub-Committee, IOM suggested that DUAP present the case on behalf of the sector to streamline the process. DUAB recommended that partners collaborate to develop a consolidated proposal for the government, rather than individual agencies making separate requests. This should include agreed criteria and hypothetical package options before approaching the government.

Agenda item 5:

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

Partners to update VRCS on stock levels and fill in the **Stockholm** register. (Annex 2)

AOB: The UNDRR Global Head will visit Vanuatu in March.

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.

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](#)

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- [All Clusters Coordinators Contact List](#)
- [Choice for better shelter](#)

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
5. Technical Working Group / Damage assessment (HBDA)	SCV	06.02.2025
6. Technical Working Group / Damage assessment (HBDA)	SCV	18.02.2025
7. HBDA Training	SCV/UNDP	19.02.2025
<ul style="list-style-type: none"> • Agree on the coordination framework for early recovery efforts and develop a draft concept paper. The Shelter Technical Working Group will reconvene to refine the paper and discuss intervention strategies with the Government of Vanuatu. • Confirm availability of shelter kits for immediate distribution. • Ensure ongoing displacement monitoring and data sharing (IOM). • Initiate HBDA assessment. • IOM to follow up with OCHA for funding approval and confirm with IFRC to allow the consultant to formally commence work. • Finalize ToR for developing IEC materials on resilient housing construction. • Follow up with municipal authorities on debris management plans (UNDP) • NDMO to coordinate with Red Cross on developing talking points for radio communications. • Partners to update VRCS on stock levels and fill in the Stockholm register. • WVI to conduct a stocktake of tents stored on behalf of NDMO and report back. • Save the Children to conduct a stocktake of kitchen kits and tents stored on behalf of NDMO and report back. • DECM Cluster to investigate potential relocation options for people in hazardous locations. • WVI to send Haos Blong Yumi questionnaire to UNDP. • IOM exploring capacity building for construction workers. 		

Next Meeting					
Date:	26 th FEB 2025	Time:	1600 hrs	Location:	NDMO
Comment:					

Annex 1: Shelter Cluster Stock Update (please kindly check if the numbers are correct)

Province	Partners	Tarpaulins	Shelter tool kit	Kitchen set	Mats	Solar lights	Blankets
12.02.2025							
Shefa:	VRCS	6057	2123	1375	0	2593	0
	Care	1550	0	0	0	0	0
	SC (NDMO)	214	121	0	0	0	0
	Caritas	0	0	791	0	0	0
Sanma:	VRCS	2970	1176	1633	0	1500	0
	WV	920	0	0	0	0	0
Malampa:	VRCS	405	202	202	0	200	0
Penama:	VRCS	300	150	150	0	150	0
Torpa:	VRCS	203	101	101	184	204	204
Tafea:	VRCS	200	100	100	0	100	0
	WV	1000	0	0	0	0	0
Total		13819	3973	4352	184	4747	204

Annex 2: STOCKHOLM users,

The national stock analysis is based on a set of core **Item Groups**. To ensure consistency, every Item Group has now been given a fixed **unit type**, as follows:

Item Group	Unit
Blankets	piece
Buckets	piece
Dignity kits	kit
Family tents	piece

Hygiene kits	kit
Kitchen sets	kit
Mosquito nets	piece
Shelter tool kits	kit
Sleeping mats	piece
Solar lights	piece
Tarpaulins	piece
Water containers	piece
Water purification tablets	piece

From now on, new Items created under these Item Groups will have the unit type set automatically.