

# Development of Country documents

*Examples of Dominican Republic & St. Lucia*

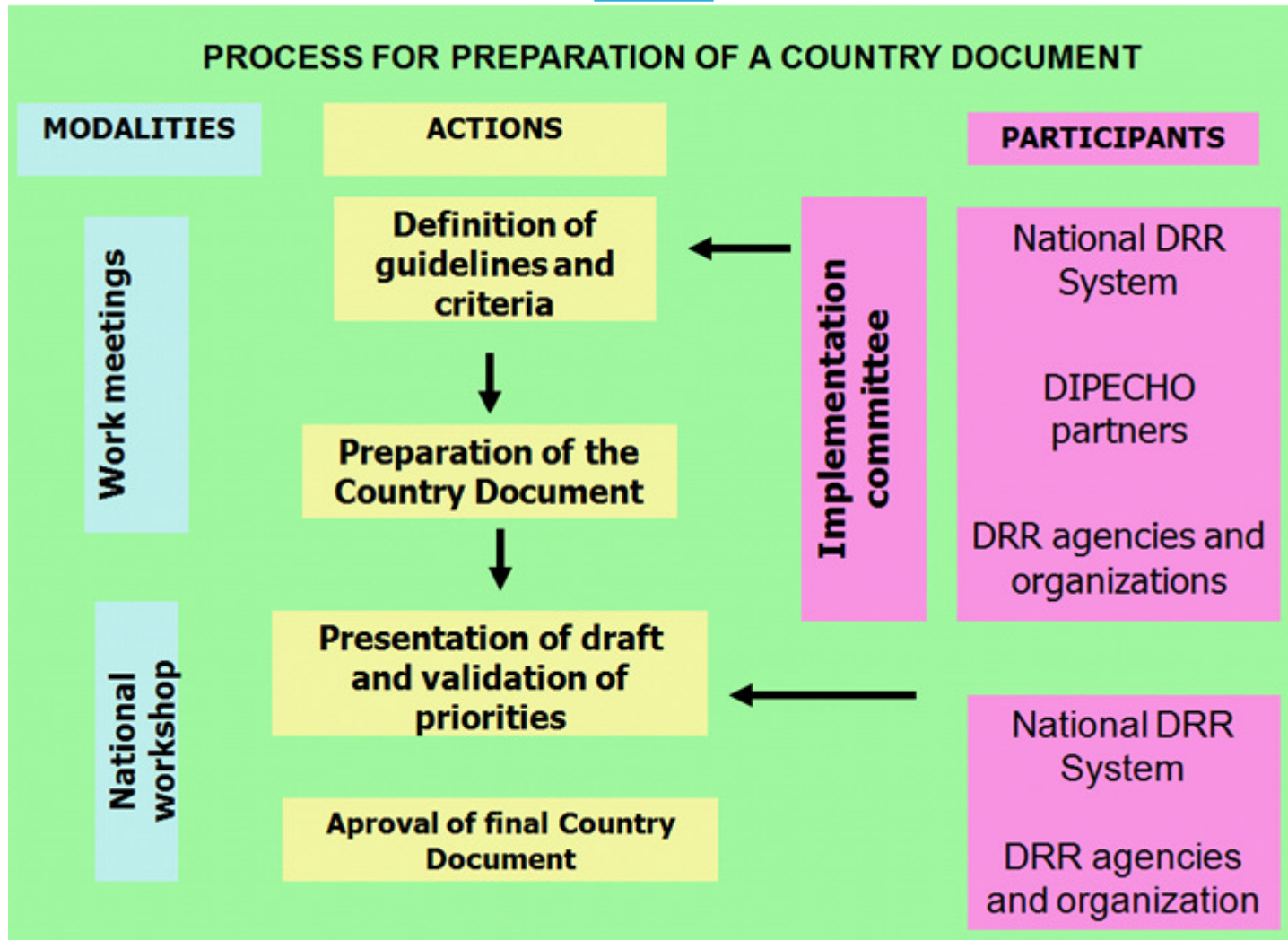
DIPECHO ACTION  
PLAN 2011-2012  
for the Caribbean



- **Country Document purpose:** Provide a comprehensive overview of the status of DRR in the country, the progress made in reducing risk, the definition of priorities and strategies, the major challenges faced in reducing the loss of lives, as well as the economic, social and environmental impacts risks generate.
- **Common Format** provides a standardized structure and a methodological guide
- Why using a standardized structure in the region: **Countries will be able to compare** analysis between them and use the information for benchmarking purposes across all the countries, identifying best practices, gaps and approaches for addressing the gaps.



- **Actors involved** in the process of actualization/elaboration of the country document:
  - 1) National authorities,
  - 2) DIPECHO partner,
  - 3) DRR stakeholders in the country
- The **process** of preparing the Country Document is inclusive and **participatory**.
- Document is elaborated based on information that exist at the point of its elaboration/actualication
- **Countries may adapt guidelines** to its own criteria and priorities, importance or preference, pertinence or applicability, and as feasible given available information at the time of the Document's preparation or updating.





- It aims to become the **national reference** document promoting policies and decision making for interventions for DRR by representatives of the national system and international cooperation agencies and to achieve sustainable development.
- It furthermore can **guide the planning and funding** of actions and activities, and can facilitate the establishment of channels of cooperation.
- Document should be **continuously updated** with value-added information. The update frequency of the Country Document will depend on each country's needs and on the information content; the country should for example update the document before its information becomes out of date.



## Country Document: Dominican Republic

- Liaison Officer in Dominican Republic from Feb to Aug 2012 that was based in the National Emergency Commission (CNE)
- Consultant that is coordinating the development of the document (literature review, interviews, and the collection of missing data)

### March-May

- 1) Meetings with DIPECHO partners to develop a strategy to prepare the country document, and to support the regional process of the contextualization of the common format
- 2) Define a workplan, plus roles and responsibilities
- 3) Present the project plans to the Technical Committee of CNE



## June

1) Definition of document structure based on the common format structure during a meeting with the Technical Committee of the CNE and DIPECHO and other DRR partner

## July-September

- 1) Consultation / Interviews with RRD and CC institutions / organization / experts working at the nacional and regional level
- 2) Drafting of the document – aiming at having the first draft finalized by 31 September
- 3) Sharing the draft with stakeholders involved



## **October**

- 1) (beginning) Revision workshop of draft document, and define based on the document priorities / recommendations;
- 2) Presentation of the common format and at least three draft country documents at the Regional Platform for DRR

## **November**

- 1) Approval of text of document
- 2) Design document

## **December**

Printing and Distribution of Document





## Country Document: St Lucia

- Liaison Officer in St Lucia from Feb to November 2012 based in NEMO: coordinating the development of the document

### March-June

- 1) Literature review, interviews, etc.
- 2) Preparation of draft chapters

### July-August

- 1) Analysis of data and drafting document by using the final structure of common format
- 2) NEMO review and circulation to stakeholders



## September

- 1) 2 national consultations in the North and South of the country (11 & 12 Sept)
- 2) Revision of document based on comments received

## October

- 1) Approval by National Emergency Management Advisory Committee (NEMAC)
- 2) Presentation at the Regional Platform for Disaster Risk Reduction
- 3) Approval by Cabinet of Ministers

## November

Design, printing and dissemination (depending on availability of funds)



## CHALLENGES

### **Dominican Republic**

- Change in staff: Coordination of country document led by consultant, other activities within DR lead by regional coordinator
- BID country document prepared in 2012

### **St Lucia**

- No other DIPECHO partners working in the country
- Not budgeted for national workshops; design, printing and dissemination of document identified within the UNISDR budget
- Support in preparation of country document mainly by NEMO