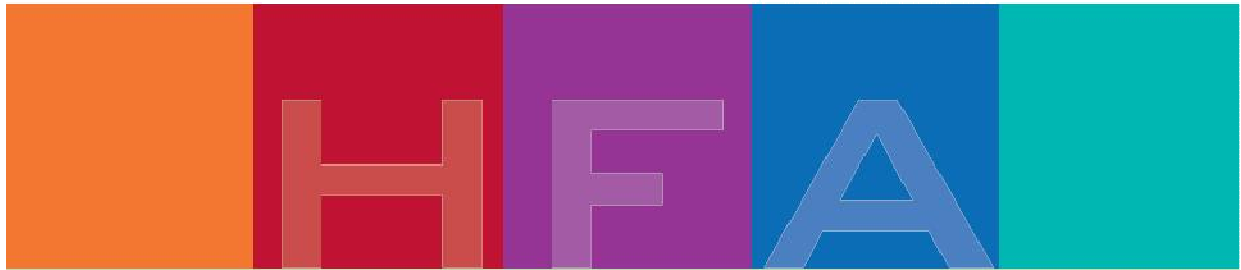




International Strategy for Disaster Reduction



**A practical guide to  
LOCAL HFA:  
Local Self-Assessment of Progress  
in Disaster Risk Reduction  
First Cycle (2011 – 2013)**



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Local HFA: Local Self-Assessment of Progress  
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## 1. Purpose

The purpose of this note is to provide guidance to local governments who wish to undertake an effective review of progress against disaster risk reduction at the local level using as reference the Hyogo Framework for Action (HFA)<sup>1</sup>. The guidance note seeks to familiarize relevant disaster risk reduction stakeholders, particularly the local government focal points, with the “Local Government Self Assessment Tool (LGSAT)” and provide some suggestions regarding the process for its implementation. This guidance document is generic in nature and developed in a way that is suitable for most local contexts; however, local governments may decide to carry out the progress review process in a manner suitable to their own circumstances.

## 2. Background and objectives

Since 2007, national governments and regional intergovernmental organisations systematically and regularly review their progress in disaster risk reduction.<sup>2</sup> In 2010, UNISDR launched the *Making Cities Resilient* campaign that responded to a demand for more active engagement and investment in disaster risk reduction at the local level<sup>3</sup>. The campaign members recognized the need for establishing baselines and similar regular review processes at the local level as they are conducted at national levels. As a result, the Local HFA was developed by UNISDR through global consultation with a wide range of partners.

The tool and its related methodology provide a framework for progress monitoring and a feedback mechanism for local governments that can:

- A) Assess the status of achievements and challenges for cities and local governments that are members of UNISDR’s *Making Cities Resilient* campaign; and
- B) Complement national HFA progress reviews and reporting.

This local self assessment on disaster risk reduction (also referred to as local HFA review process) is a multi-stakeholder process facilitated by local governments. The main actors are local governments (including cities, municipalities, district governments and provincial authorities), civil society organizations, community-based organizations, local private sector representatives, local experts and media. These can be supported, as appropriate, by national entities. As the involvement of civil society and community based organizations is essential to the success of the reviews, local governments are strongly encouraged to ensure their participation.

The main objectives of local HFA progress reviews are to:

- Provide a feedback mechanism for local governments that facilitates the understanding of gaps and opportunities in disaster risk reduction at the local level.
- Contribute to the development of a baseline and a status report for cities and municipalities that have committed to the *Making Cities Resilient* campaign.
- Complement the national HFA monitoring and multi-stakeholder engagement process by providing information and an assessment of the situation from the local level on a voluntary basis.

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<sup>1</sup> Hyogo Framework for Action 2005-2015: Building the resilience of nations and communities to disasters: <http://www.unisdr.org/we/coordinate/hfa>.

<sup>2</sup> More details on the Hyogo Framework for Action (HFA) monitoring process can be found at <http://www.preventionweb.net/english/hyogo/hfa-monitoring>.

<sup>3</sup> For more information on the campaign please visit <http://www.unisdr.org/english/campaigns/campaign2010-2015>.

**3. Overview of the HFA progress reviews at all levels**

Progress reviews in disaster risk reduction are taking place at local, national, regional and international levels. The LGSAT enables local governments, in partnership with local civil society and other actors, to contribute to progress reviews against the HFA at national and regional levels. This is an entirely voluntary exercise and local governments will be able to decide to undertake the reviews for their own monitoring and planning purposes and/or to submit their findings to national governments and to UNISDR for further analysis.

Members of the Making Cities Resilient campaign who wish to undertake the review as part of their commitment against the Ten Essentials may also chose to contribute to national and regional progress reviews by sharing their experience with their national governments.

The process of the local progress reviews incorporates a feedback loop that facilitates the integration of findings from the reviews into local development planning. For this feedback loop to be successful, all relevant actors from within government and from the local community need to be part of the review process (see Figure 1).



*Figure 1: Overview of local review process and the feedback loop*

The FIRST CYCLE of the Local HFA began in 2011, allowing any registered and interested local governments to conduct their self-assessments. Assessments by local governments that are completed by March 2013 will be considered, upon discretion of their national governments, for inclusion in respective country's National HFA Report for the biennium 2011-2013. All assessments completed by March 2013 will become public.

The SECOND CYCLE of the Local HFA will commence from April 2013 and conclude by November 2014 in preparation for the 2015 World Conference for Disaster Risk Reduction.

#### 4. Effective progress monitoring and review through a multi stakeholder engagement process

The most important factor that determines the success of a local level progress review in disaster risk reduction is the full engagement of multiple actors from within the government and the whole community. This means inviting different government departments, local civil society organisations, experts, community representatives, businesses and media into the process right from the start.

During the pilot phase of the LG-SAT from 2010 to 2011, the value of a coherent multi-stakeholder engagement was fully endorsed by the participants. To achieve the multiple objectives of the progress review, which include improving downward accountability, facilitating social learning, and building relationships between different actors and departments, the review process must aim to be as inclusive and transparent as possible in a given local environment. Despite the fact that this requires time and resources, participants in the testing phase agreed that an inclusive review process is worth the effort as it produces multiple benefits beyond the production of a review report. These include raising critical awareness and common understanding amongst all local actors of the links between development, risk and resilience; facilitation of experiential and social learning; opening up of space for vulnerable groups to engage in policy dialogue and planning that directly affects their lives and livelihoods; increased ownership and political commitment for building safety and resilience; and greater collaboration between different government departments and sectors.

In addition, the national HFA reviews conducted to date show that the quality of information on progress in HFA implementation substantially depends on the input from a variety of sources and stakeholders. Drawn from experiences from multiple stakeholder consultation carried out globally, these are some of the critical elements to successfully implement a multi stakeholder process:

**Identifying relevant participants:** the most critical element of an effective review process is to get the relevant actors involved. They should be identified depending on their current and expected role in managing development issues and disaster risk in the community, but also due to their interest and potential availability to engage in the process. The local government may carry out a stakeholder mapping exercise to identify key participants. Nature and type of stakeholders may vary widely across districts and municipalities, but diversity and inclusiveness of the groups should always be kept in mind (see structuring of the consultation below).

**Communicating the objectives:** In this process, clear communication on the context and main objectives of the self-assessment process is extremely important. The consultation should start with a joint clarification of the broad goals and expected outcomes of the local review process.

**Structuring the consultation process:** When conducting the self-assessment exercise, care should be given to set up groups of participants for specific tasks. Depending on the purpose of the review, the groups can for example be organised around the five priority areas of the HFA or the 10 Essentials of the *Making Cities Resilient* campaign. Alternatively, groups can be tasked with completing all 41 questions of the LG-SAT and to exchange their findings with other participants. Regardless of how the process is structured, the groupings should always consider diversity of skills and experiences, and a balance of e.g. age and gender balance.

**Ensuring active participation:** Participants in the self-assessment process should be able to input through a range of options, including face-to-face meetings and where feasible online consultations or email based communication. Communication methods should be chosen depending on what is appropriate in a given context and what is considered in this context to ensure the most active level of participation throughout the process. Agreed communication methods need to be communicated to and understood by the participants from the beginning of the process. For example, the working groups may use the offline LG-SAT template to collaborate among themselves on the specific priority areas. At least two consultative meetings should be organized to collaborate on the information collection and verification process. It is also essential that participants receive feedback from consultations and their input in time. The assigned focal point will facilitate the consultation process and the follow up on the recommendations to be implemented.

**Timing:** The timing of the whole monitoring and review process is crucial; particularly if the local government wishes to contribute the results for the national progress reviews. The timing for the different steps and activities needs to be planned and communicated to all the stakeholders from the beginning of the review process.

## 5. How to use the Local Government Self-Assessment Tool (LGSAT):

The 'LGSAT' is an online tool to capture the information on progress in disaster risk reduction at the local level, generated through the multi stakeholder review process. The primary purpose of the tool is to assist local governments in reviewing and monitoring over time their progress and challenges in the implementation of disaster risk reduction and recovery actions undertaken at the local level, in accordance with the five Hyogo Framework for Action priorities or the 10 Essentials of the *Making Cities Resilient Campaign*.

The on-line system is hosted on the <http://www.preventionweb.net/english/hyogo/hfa-monitoring/> website and is accessible to all interested local governments. Members of the *Making Cities Resilient* could alternatively access the on-line tool through the campaign website [www.unisdr.org/campaign](http://www.unisdr.org/campaign)


Access to the on-line system will be managed through a registration process facilitated by the UNISDR regional offices (for local governments participating in the campaign). Each user will be provided a unique User ID and Password to access the system.

The questions are presented in two formats; one aligned to five HFA priorities and the other on the Ten Essentials of the Making Cities Resilient campaign. They are available both online and offline in the form of a template report (see the Annexes for an overview of the key questions and their order of presentation).



Table 1 provides a brief overview of accessing and reporting on the online LGSAT and to apply the, create interim/final reports and to share the reports. A detailed user manual is available on <http://www.preventionweb.net/english/hyogo/hfa-monitoring/local> for users and focal points.

Table 1: How to use the online LGSAT

<p><b>To review progress against HFA priority areas and Ten Essentials</b></p>	<p>The online LG-SAT is available at: <a href="http://www.preventionweb.net/english/hyogo/hfa-monitoring/local">http://www.preventionweb.net/english/hyogo/hfa-monitoring/local</a></p>
<p><b>Register to request a User ID and password provided to you by UNISDR.</b></p>	<p><b>Register</b></p> <p>Register here to gain access to the Local HFA: Local Government Self-Assessment Tool (LGSAT). To register, you must be the designated focal point.</p> <div data-bbox="560 1318 787 1953"> <p><b>Preferred language</b></p> <p>Reporting language* <input type="text" value="English"/> </p> <p>Select your language. You may change your language selection at any time once you are inside the LGSAT system.</p> <p><a href="#">Continue &gt;&gt;</a></p> </div> <div data-bbox="560 1060 938 1297"> <p><b>Questions?</b> Contact our staff in the region nearest you.</p> <p>Africa: Youcef Alt-Chellouche youcef.alt-chellouche@unep.org</p> <p>Americas: Sandra Amlang samlang@eird.org</p> <p>Arab States: Ragy Saro saro@un.org</p> <p>Asia: Hang Thi Thanh Pham phanh@un.org</p> <p>Pacific: Akapusi Tuifagalele tuifagalele@un.org</p> <p>Central Asia: Abdurrahim Muhidov muhidov@un.org</p> <p>Europe: Mariana Osihn osihn@un.org</p> </div>
<p><b>You will be provided with a unique User ID and password by email, which you can use to log in</b></p>	<p><b>Login</b></p> <div data-bbox="1039 1081 1307 1953"> <p><input type="text"/></p> <p>ID</p> <p><input type="password"/></p> <p>Password</p> <p><a href="#">LOGIN</a></p> </div>

You now have access to the LGSAT and will see the dashboard of all key questions. But first, please review and update the focal point details under the 'Focal Point Details' tab.

[Self Assessment](#) | [Focal Point Details](#) | [Local Govt. Profile](#)  
 Edit Focal Point Details - last update: 18 Jan 2013

**City / Local Government Signing up**  
 Country\* Australia  
 Local Government name\* Test Town  
 State / Province   
 Postcode   
 City type City

**Your Contact Details**  
 Salutation   
 Gender   
 First name\*   
 Last name\*   
 Email\*   
 Phone\*   
 Title\*   
 Organization\*   
 Department\*   
 Organization Address\*

Back on the Self-Assessment tab, select 'Sort by HFA Priority' OR 'Sort by 10 Essentials' tab to see all key questions. You can now click on any Priority for Action to start answering the key questions and adding your analysis of key achievements and remaining challenges.

[Self Assessment](#) | [Focal Point Details](#) | [Local Govt. Profile](#)

First cycle of Local HFA

The Local HFA consists of 41 Key Questions. You are strongly encouraged to fill and mark all sections complete by the cut-off date of 31 March 2013, at which time your report will be considered "complete." Until that date, you are free to edit your responses as many times as you require. Keep in mind you may also submit a completed report before 31 March 2013 if so desired.

To begin click on any blue text.

#	Key Questions	Completion	Sort by HFA Priority	Sort by 10 Essentials
	<b>Essential 1</b> Put in place organization and coordination to understand and reduce disaster risk, based on participation of citizen groups and civil society. Build local alliances. Ensure that all departments understand their role to disaster risk reduction and preparedness.	●●●●		

Complete all sections of the LG-SAT. The online system will automatically save your entries and track completion until you are ready for submitting the interim and/or final report.

**LGSAT Home**

**10 Essentials**

- Preview full report
- Essential 1
- Essential 2
- Essential 3
- Essential 4
- Essential 5
- Essential 6
- Essential 7
- Essential 8
- Essential 9
- Essential 10

**Essential 1**

Put in place organization and coordination to understand and reduce disaster risk, based on participation of citizen groups and civil society. Build local alliances. Ensure that all departments understand their role to disaster risk reduction and preparedness.

**Key questions** \*Mandatory

*Last saved at 07 Dec 2012, 2:25 AM*

**How well are local organizations (including local government) equipped with capacities (knowledge, experience, official mandate) for disaster risk reduction and climate change adaptation? \* *more information***

1  
  2  
  3  
  4  
  5

Description of Progress & Achievements \*

test

**Description of Levels**

Level 5: Comprehensive

**Your Progress**

Overall

In this section ●●●●●

Mark this section complete

**Tools**

Save Preview Print

Once you have completed all sections, you can select 'Print' from the right hand menu, which will allow you to email the report or print it. You now also have the opportunity to submit your report to the national HFA progress review

The LGSAT consists of 41 Key questions<sup>4</sup>; each question is phrased in a way that allows local governments and participating stakeholders to reflect on the level of progress that has been made to date (see Table 2 below). In addition, complementing narrative comments are invited under each question, allowing for more qualitative or detailed analysis of progress.

**Table 2: Levels of progress**

Level	Generic description of level of progress for overall ranking for each question (add narrative comments on context and challenges)
5	<b>Comprehensive</b> achievement has been attained, with the commitment and capacities to sustain efforts at all levels.
4	<b>Substantial</b> achievement has been attained, but with some recognised deficiencies in commitment, financial resources or operational capacities.
3	There is <b>some institutional commitment and capacities</b> to achieving DRR but progress is not comprehensive or substantial.
2	<b>Achievements</b> have been <b>made but</b> are <b>incomplete</b> , and while improvements are planned, the commitment and capacities are limited.
1	Achievements are <b>minor</b> and there are few signs of planning or forward action to improve the situation.

## 6. Suggested steps for progress reviews in First Cycle (2011-2013):

The LGSAT is based on a set of local, context specific indicators, presented as key questions. In view of the diversified target audience ranging from city/municipality to district/provincial governments, the same set of local indicators has been aligned to both the five HFA priority areas as well as to the Ten Essentials of the resilient cities campaign. Through the online LGSAT and the offline reporting template, the same set of local indicators is available in these two formats.

The online tool and the offline template have been developed by the UNISDR secretariat in consultation with relevant partners, including local government representatives, representatives from civil society and a large number of the *Making Cities Resilient* campaign partners. The results of the local review processes will be recorded in an online system.

While paper-based templates are available, local governments and supporting agencies are encouraged to transfer the results from the offline templates onto the web-based wherever possible. All local governments, regardless of whether they participate in the review process as Campaign members or not, are also encouraged to make their findings available to national governments as inputs to the national HFA review process. This is, however, a voluntary exercise and any decisions on use of the results are to be decided by the local government.

<sup>4</sup> While these questions need to be answered if a government wishes to contribute its findings to the national HFA progress reviews, they can be further adapted and expanded to address locally appropriate issues. Local governments that wish to undertake a review process entirely for their own monitoring and planning purposes should not feel restricted to the given set of indicator questions.

**Table 3 below suggests steps for conducting the Local HFA review.** The following steps are only a set of suggestions; local governments/countries are encouraged to plan their own processes suitable to their own context. In general, the timelines are open.

**Table 3: Suggested steps for carrying out the local review process**

	<b>Step 1: Self-Assessment preparations</b>
	Local government takes a decision to conduct self-assessment in disaster risk reduction to make its city resilient, using the Local HFA: Local Government Self-Assessment Tool. Appoint a Focal Point to facilitate the process.
	<b>Step 1: Registration</b>
	Register via PreventionWeb to request a User ID and password to the online system. This request will be approved by UNISDR Regional Offices and/or by national government HFA focal points.
	<b>Step 2: Identification of relevant stakeholders</b>
	The focal point initiates the assessment process by identifying relevant stakeholders. There should be an effort to get representation from most of the key stakeholders from all of the important sectors.
	<b>Step 3: Grouping of stakeholders</b>
	After identification of the key stakeholders, the local governments should convene an inception meeting for the stakeholders and form working groups on specific areas( <i>e.g. one working group for each priority area of the HFA or each of the 10 Essentials</i> ). Representation of a diversified stakeholders group is absolutely essential in the process. A facilitator for each working group should be identified at this stage and consensus on frequency of meetings and communication modalities should be reached.
	<b>Step 4: Carry out multi stakeholder meetings/workshops:</b>
	Each working group should organize stakeholder workshops to gather and analyze available information on the progress in disaster risk reduction. The working groups may use the offline report template for gathering information. Working groups may need to carry out desk researches, field surveys, and interviews and so on to get quality information.
	<b>Step 5: Assemble all inputs from the working groups</b>
	After a rigorous information collation process by the working groups, the local government needs to assemble all the information through a participatory meeting/ workshop method. At this stage all the stakeholders need to deliberate on the overall progress review and special attention need to be given on the coverage and authenticity of the information. Once the process of information gathering and validation has been completed, the results should be entered into the online tool. Alternatively, if online access is an issue, results can be consolidated in the offline format.
	<b>Step 6: Input all validated information in the online LGSAT</b>
	Once the process of information gathering and validation has been completed, the results should be entered into the web-based system. Alternatively, if online access is an issue, the results can be consolidated in the available offline template. If local governments wish to submit their assessments to the national HFA review process and also desire to be part of the biannual analysis conducted by UNISDR, then all offline reports need to be incorporated to the

	online tool.
	<b>Step 7: Circulate the consolidated results to the working groups</b>
	After inputting all the necessary information in online tool, create an 'Interim' report in the web-based system and circulate it to all the stakeholders for their comments.
	<b>Step 8: Share the information as a Local Government Self-Assessment Report</b>
	After due feedback and comments from the stakeholders, incorporate the comments and produce a final report. At this stage the report can also be submitted to national government HFA focal points, the members of the <i>Making Cities Resilient</i> campaign and the wider public. Local governments can choose whether they wish to make the information available in the form of a contribution to the national progress reviews and/or as a report in the context of the <i>Making Cities Resilient</i> campaign as part of the local government web profile on the campaign website.
	<b>Step 9: Implementation of recommendations</b>
	Based on the gaps identified and recommendations made throughout the review process the identification of follow up activities will help to incorporate disaster risk reduction in the planning processes. Local governments will be invited to review their progress on a continuous basis and use the process to facilitate effective local planning.

## Annex 1: Key Questions for Self-Assessment based on the ‘Ten Essentials for Making Cities Resilient’

The column ‘Ten Essentials’ includes the number(s) of the HFA priority (ies) to which each Essential corresponds. The numbers following each ‘Key Question’ in this table [i.e.: 1.1] point to the corresponding HFA Core Indicators in the table below.

TEN ESSENTIALS	KEY QUESTIONS PER ESSENTIAL [Numbers following each question indicate references to HFA Core Indicators]
<p><b>ESSENTIAL 1:</b> Put in place <b>organization</b> and <b>coordination</b> to clarify everyone’s roles and responsibilities</p> <p><b>[HFA PRIORITY 1]</b></p>	<ol style="list-style-type: none"> <li>1. How well are local organizations (including local government) equipped with capacities (knowledge, experience, official mandate) for disaster risk reduction and climate change adaptation? [1.1]</li> <li>2. To what extent do partnerships exist between communities, private sector and local authorities to reduce risk? [1.1]</li> <li>3. How much does the local government support vulnerable local communities (particularly women, elderly, infirmed, children) to actively participate in risk reduction decision making, policy making, planning and implementation processes? [1.3]</li> <li>4. To what extent does the local government participate in national DRR planning? [1.4]</li> </ol>
<p><b>ESSENTIAL 2:</b> Assign a budget and provide incentives for homeowners, low-income families and the private sector to invest in risk reduction</p> <p><b>[HFA PRIORITIES 1 AND 4]</b></p>	<ol style="list-style-type: none"> <li>5. To what extend does the local government have access to adequate financial resources to carry out risk reduction activities? [1.2]</li> <li>6. To what degree does the local government allocate sufficient financial resources to carry out DRR activities, including effective disaster response and recovery? [1.2]</li> <li>7. What is the scope of financial services (e.g. saving and credit schemes, macro and micro-insurance) available to vulnerable and marginalised households for pre-disaster times? [4.2]</li> <li>8. To what extent are microfinancing, cash aid, soft loans, loan guarantees, etc. available to affected households after disasters to restart livelihoods? [4.2]</li> <li>9. How well established are economic incentives for investing in disaster risk reduction for households and businesses (e.g. reduced insurance premiums for households, tax holidays for businesses)? [4.3]</li> <li>10. To what extent do local business associations, such as chambers of commerce and similar, support efforts of small enterprises for business continuity during and after disasters? [4.3]</li> </ol>
<p><b>ESSENTIAL 3:</b> Update data on hazards and vulnerabilities, <b>prepare</b> and <b>share risk assessments</b></p> <p><b>[HFA PRIORITIES 2 and 3 AND 4]</b></p>	<ol style="list-style-type: none"> <li>11. To what degree does the local government conduct thorough disaster risk assessments for key vulnerable development sectors in your local authority? [2.1]</li> <li>12. To what extent are these risk assessments regularly updated, e.g. annually or on a bi-annual basis? [2.1]</li> <li>13. How regularly does the local government communicate to the community information on local hazard trends and risk reduction measures (e.g. using a Risk Communications Plan), including early warnings of likely hazard impact? [3.1]</li> <li>14. How well are local government risk assessments linked to, and supportive of, risk assessments from neighbouring local authorities and state or provincial government risk management plans? [2.4]</li> </ol>

	15. How well are disaster risk assessments incorporated into all relevant local development planning on a consistent basis? [2.1]
<b>ESSENTIAL 4:</b> Invest in and maintain <b>risk reducing infrastructure</b> , such as <b>storm drainage</b> <b>[HFA PRIORITIES 4]</b>	16. How far do land use policies and planning regulations for housing and development infrastructure take current and projected disaster risk (including climate related risks) into account? [4.1] <ul style="list-style-type: none"> <li><input type="checkbox"/> housing</li> <li><input type="checkbox"/> communication</li> <li><input type="checkbox"/> transportation</li> <li><input type="checkbox"/> energy</li> </ul>
	17. How adequately are critical public facilities and infrastructure located in high-risk areas assessed for all hazard risks and safety? [4.4]
	18. How adequate are the measures being taken to protect critical public facilities and infrastructure from damage during disasters? [4.4]
<b>ESSENTIAL 5:</b> Assess the <b>safety of all schools and health facilities</b> and upgrade these as necessary <b>[HFA PRIORITIES 2, 4 AND 5]</b>	19. To what extent have local schools, hospitals and health facilities received special attention for ‘all hazard’ risk assessments in your local authority? [2.1] <ul style="list-style-type: none"> <li>Tick boxes: <input type="checkbox"/> Schools</li> <li><input type="checkbox"/> Hospitals/ health facilities</li> </ul>
	20. How safe are all main schools, hospitals and health facilities from disasters so that they have the ability to remain operational during emergencies [2.1] <ul style="list-style-type: none"> <li>Tick boxes: <input type="checkbox"/> Schools</li> <li><input type="checkbox"/> Hospitals/ health facilities</li> </ul>
	21. To what degree do local government or other levels of government have special programs in place to regularly assess schools, hospitals and health facilities for maintenance, compliance with building codes, general safety, weather-related risks etc.? [4.6] <ul style="list-style-type: none"> <li>Tick boxes: <input type="checkbox"/> Schools</li> <li><input type="checkbox"/> Hospitals/ health facilities</li> </ul>
	22. How far are regular disaster preparedness drills undertaken in schools, hospitals and health facilities? [5.2] <ul style="list-style-type: none"> <li>Tick boxes: <input type="checkbox"/> Schools</li> <li><input type="checkbox"/> Hospitals/ health facilities</li> </ul>
<b>ESSENTIAL 6 :</b> Enforce <b>risk-compliant building regulations and land use planning</b> , identify safe land for low-income citizens <b>[HFA PRIORITY 4]</b>	23. How well enforced are risk-sensitive land use regulations, building codes, and health and safety codes across all development zones and building types? [4.1]
	24. How strong are existing regulations (e.g. land use plans, building codes, etc.) to support disaster risk reduction in your local authority? [4.1]



<p><b>ESSENTIAL 7:</b></p> <p>Ensure <b>education programmes</b> and <b>training</b> on disaster risk reduction are in place in schools and communities</p> <p><b>[HFA PRIORITIES 1, 3 AND 5]</b></p>	<p>25. How regularly does the local government conduct awareness-building or education programs on DRR and disaster preparedness for local communities? [1.3]</p> <p>Tick boxes: <input type="checkbox"/> programs include cultural diversity issues</p> <p style="padding-left: 40px;"><input type="checkbox"/> programs are sensitive to gender perspectives</p>
	<p>26. To what extent does the local government provide training in risk reduction for local officials and community leaders? [1.3]</p>
	<p>27. To what degree do local schools and colleges include courses, education or training in disaster risk reduction (including climate-related risks) as part of the educational curriculum? [3.2]</p>
	<p>28. How aware are citizens of evacuation plans or drills for evacuations when necessary? [5.2]</p>
<p><b>ESSENTIAL 8:</b></p> <p><b>Protect ecosystems</b> and <b>natural buffers</b> to mitigate hazards, adapt to climate change</p> <p><b>[HFA PRIORITY 4]</b></p>	<p>29. How well integrated are the DRR policies, strategies and implementation plans of local government into existing environmental development and natural resource management plans? [4.1]</p>
	<p>30. To what degree does the local government support the restoration, protection and sustainable management of ecosystems services? [4.1]</p> <p>Tick appropriate boxes:</p> <p style="padding-left: 40px;"><input type="checkbox"/> coastal zones</p> <p style="padding-left: 40px;"><input type="checkbox"/> wetlands</p> <p style="padding-left: 40px;"><input type="checkbox"/> water resources</p> <p style="padding-left: 40px;"><input type="checkbox"/> river basins</p> <p style="padding-left: 40px;"><input type="checkbox"/> fisheries</p>
	<p>31. To what degree do civil society organizations and citizens participate in the restoration, protection and sustainable management of ecosystems services? [4.1]</p>
	<p>32. To what degree does the private sector participate in the implementation of environmental and ecosystems management plans in your local authority? [4.1]</p>
<p><b>ESSENTIAL 9:</b></p> <p>Install <b>early warning systems</b> and <b>emergency management</b> capacities</p> <p><b>[HFA PRIORITIES 2 AND 5]</b></p>	<p>33. To what degree do local institutions have access to financial reserves to support effective disaster response and early recovery? [5.3]</p>
	<p>34. To what extent are early warning centres established, adequately staffed (or on-call personnel) and well resourced (power back ups, equipment redundancy etc) at all times? [2.3]</p>
	<p>35. How much do warning systems allow for adequate community participation? [2.3]</p>
	<p>36. To what extent does the local government have an emergency operations centre (EOC) and/or an emergency communication system? [5.2]</p>
	<p>37. How regularly are training drills and rehearsals carried out with the participation of relevant government, non-governmental, local leaders and volunteers? [5.2]</p>
	<p>38. How available are key resources for effective response, such as emergency</p>

	<p>supplies, emergency shelters, identified evacuation routes and contingency plans at all times? [5.2]</p> <p>Tick boxes:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Stockpiles of relief supplies</li> <li><input type="checkbox"/> Emergency shelters</li> <li><input type="checkbox"/> Safe evacuation routes identified</li> <li><input type="checkbox"/> Contingency plan or community disaster preparedness plan for all major hazards</li> </ul>
<p><b>ESSENTIAL 10:</b></p> <p>Ensure that the <b>needs and participation of the affected population</b> are at the centre of <b>reconstruction</b></p> <p><b>[HFA PRIORITIES 4 AND 5]</b></p>	<p>39. How much access does the local government have to resources and expertise to assist victims of psycho-social (psychological, emotional) impacts of disasters? [5.3]</p>
	<p>40. How well are disaster risk reduction measures integrated into post-disaster recovery and rehabilitation activities (i.e. build back better, livelihoods rehabilitation)? [4.5]</p>
	<p>41. To what degree does the Contingency Plan (or similar plan) include an outline strategy for post-disaster recovery and reconstruction, including needs assessments and livelihoods rehabilitation? [5.2]</p>

## Annex 2: HFA National Core Indicators

Table below presents the Core Indicators of the five action priorities of the Hyogo Framework for Action that **national** governments use to monitor progress. The right-hand column shows which Key Question from Annex 1 contributes to which of these HFA Core Indicators (these are linked online).

<b>NATIONAL HFA CORE INDICATORS (CI) BY PRIORITY OF ACTION</b>	<b>Local Key Questions (see Annex 1)</b>
<p><b>HFA Priority for Action 1: Ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation</b></p> <p><b>CI 1.1.</b> National policy and legal framework for disaster risk reduction exists with decentralised responsibilities and capacities at all levels.</p>	<b>1, 2, 3, 4</b>
<p><b>CI 1.2.</b> Dedicated and adequate resources are available to implement disaster risk reduction plans and activities at all administrative levels.</p>	<b>5, 6</b>
<p><b>CI 1.3.</b> Community participation and decentralisation are ensured through the delegation of authority and resources to local levels.</p>	<b>3, 25, 26</b>
<p><b>CI. 1.4.</b> A national multi-sectoral platform for disaster risk reduction is functioning.</p>	<b>4</b>
<p><b>HFA Priority for Action 2: Identify, assess and monitor disaster risks and enhance early warning</b></p> <p><b>CI 2.1.</b> National and local risk assessments based on hazard data and vulnerability information are available and include risk.</p>	<b>11, 12, 15, 19, 20</b>
<p><b>CI 2.2.</b> Systems are in place to monitor, archive and disseminate data on key hazards and vulnerabilities.</p>	
<p><b>CI 2.3.</b> Early warning systems are in place for all major hazards, with outreach to communities.</p>	<b>34</b> <b>35</b>
<p><b>CI 2.4.</b> National and local risk assessments take account of regional and trans-boundary risks, with a view to regional cooperation on risk reduction.</p>	<b>14</b>
<p><b>HFA Priority for Action 3: Use knowledge, innovation and education to build a culture of safety and resilience at all levels</b></p> <p><b>CI 3.1.</b> Relevant information on disasters is available and accessible at all levels, to all stakeholders (through networks, development of information sharing systems, etc.).</p>	<b>13</b>
<p><b>CI 3.2.</b> School curricula, education material and relevant trainings include disaster risk reduction and recovery concepts and practices.</p>	<b>27</b>
<p><b>CI 3.3.</b> Research methods and tools for multi-risk assessments and cost benefit analysis are developed and strengthened.</p>	

<b>CI 3.4.</b> Countrywide public awareness strategy exists to stimulate a culture of disaster resilience, with outreach to urban and rural communities.	
<b>HFA Priority for Action 4: Reduce the underlying risk factors</b>	<b>16, 23, 24, 29, 30, 31</b>
<b>CI 4.1.</b> Disaster risk reduction is an integral objective of environment-related policies and plans, including for land use, natural resource management and adaptation to climate change.	<b>32</b>
<b>CI 4.2.</b> Social development policies and plans are being implemented to reduce the vulnerability of populations most at risk.	<b>7 8</b>
<b>CI 4.3.</b> Economic and productive sectoral policies and plans have been implemented to reduce the vulnerability of economic activities.	<b>9 10</b>
<b>CI 4.4.</b> Planning and management of human settlements incorporate disaster risk reduction elements, including enforcement of building codes.	<b>17, 18</b>
<b>HFA Priority for Action 5: Strengthen disaster preparedness for effective response at all levels</b>	<b>1</b>
<b>CI 5.1.</b> Strong policy, technical and institutional capacities and mechanisms for disaster risk management, with a disaster risk reduction perspective, are in place.	
<b>CI 5.2.</b> Disaster preparedness plans and contingency plans are in place at all administrative levels, and regular training drills and rehearsals are held to test and develop disaster response programmes.	<b>22, 28, 36, 37, 38, 41</b>
<b>CI 5.3.</b> Financial reserves and contingency mechanisms are in place to support effective response and recovery when required.	<b>33, 39</b>
<b>CI 5.4.</b> Procedures are in place to exchange relevant information during hazard events and disasters, and to undertake post-event reviews.	

