

TOR FOR THE PROCESS OF PREPARATION & LAUNCH OF THE 2ND YEAR REPORT: STATUS OF POST-TSUNAMI OPERATIONS IN SRI LANKA

Introduction

The devastating Tsunami of December 2004 brought about vast loss and damages to life and property. The President formed the Task Force for Rebuilding the Nation (TAFREN) in January 2005 to coordinate and monitor the recovery and reconstruction of Tsunami affected areas. In December 2005 the government released the Joint report prepared with the collaboration of the development partners. With the change of President in November 2005, the Presidential directive amalgamated all the organizations, institutions and projects involved in tsunami rebuilding into one umbrella organization, namely the Reconstruction and Development Agency (RADA). The government is planning to carry out many activities at the end of two years after Tsunami. One such activity is to review the progress of reconstruction and the impact of recovery effort on the affected populations, which will be in the form of a two year report.

The objective

The objective of this document is to outline the process of producing and launching the second year Joint report of the Government of Sri Lanka (GoSL) and the development partners.

The “Post Tsunami Recovery and Reconstruction-Progress, Challenges & Way Forward“ report released last year gave a good understanding of the emergency response and relief, the damage, targets, achievements, issues and solutions for the four thematic areas of reconstruction, cross cutting issues and the status of implementation of the guiding principles. However most of the information was at a national level and indicated the lack of disaggregated district and divisional level information. It is expected that this will be rectified in this years report. The structure of last years report will be adopted and will be enriched with district-level disaggregated information and other related information such as surveys, consultations, policy changes, sectoral information in matrix form, financial information etc.

The Development Assistance Database (DAD) launched by RADA (then TAFREN) in September 2005, will provide essential input to the report. The report will also include an assessment of how the recovery effort to date has measured up against the Guiding Principles for Recovery endorsed by both the Government and the donor community.

Period covered

The report will cover information as of September 30, 2006. Since DAD information will be used for the report, all DAD stakeholders entering information into the database need to do so before October 25, 2006. (This info need to be shared with all).

Target Group

The report is for the government, development partners, private sector, individuals and organizations involved in Tsunami recovery. The consultant hired for report writing will prepare a reader friendly write up or report for public and media consumption.

The Process

The overall process will be led by the Ministry of Finance under the leadership of Mr. B. Abeygunawardena, Director General-National Planning Department and Reconstruction and Development

Agency (RADA-focal point for overall coordination – Rachel Perera, Aid Coordination & Monitoring Unit). Sectoral reports will be prepared under the leadership of the relevant line ministries, except for Housing and Livelihood, which will be led by the sector Heads of RADA with inputs from responsible line ministries. The process will include the following:

a. Establishing a Steering Committee:

Responsibility of the SC

- Overall responsibility for the preparation of the report. Draft report outline attached (Annex-1)
- Coordinate the establishment of thematic committees and the cross cutting committees
- Coordinate the preparation of sector reports by the thematic committees and request for updates on a periodic basis. Division of labour among SC members will be worked out so that SC works closely with thematic sectors and provides guidance/ assistance in getting relevant information for drafting the report.
- Ensure information and concerns of the relevant government agencies and the development stakeholders involved in Tsunami rebuilding are integrated in the report.
- Explain the process to all those who will be involved in providing information for the report and who will be involved in drafting the different sections of the report. Details of this will be communicated in due course.
- The SC will also define the inputs/experts needed to draft thematic/sectoral reports and finalizing the Annual Report.
- The services of a consultant is sought to finalize the 2 Year report. The consultant will work under the overall guidance and supervision of the steering committee. TOR of the consultant will be worked out.

The membership of the Steering Committee (SC) is as follows:

- Mr. B. Abeygunawardana – Director General, National Planning Department (Chairperson)*
- Ms. Pushpa Wellappiili - Additional Secretary, Presidential Secretariat
- Mr. K. Amunugama, Additional Secretary, Ministry of Foreign Affairs
- Mrs. S. Vidyaratne – Director General, Dept of Census and Statistics
- Mr. K.K.L. Piyasena, Deputy General Manager, Peoples Bank
- Mr. A. Abeygunasekera – Additional Director General, Department of External Resources
- Mr. P. Sumanapala – Director, National Planning Department
- Mr. R.M.P. Ratnayake – Director, National Planning Department*
- Ms. Shanti Fernando – Chief Operating Officer, RADA
- Mrs. Rachel C. Perera – Director Aid Coordination & Monitoring, RADA (overall coordination)*
- Mr. Ramesh Selliah – Director, Housing, RADA*
- Ms. Naoko Ishil, Country Director, World Bank
- Mr. Patrick Vandenbruaene - Representative, Development Partners/Donor Group*
- Ms. Beate / Mr. Devanand Ramiah – UNDP*
- Mr. Munawar Alam, Nominee, Asian Development Bank
- Ms. Hishanthi Soysa- Nominee, CHA*
- Ms. Alice Kociejowski – Nominee, Red Cross movement*
- Dr. Nevil Nanayakkara – President/Sri Lanka Red Cross
- *Representative - Bilateral Agency*
- *Representative – Private sector*
- *Representative – National NGO*
- Consultant for report writing (will be present on invitation)*

A small *working Group* was established (marked *)

b. Establishing the Sectoral Teams

The following sectoral teams and cross cutting teams will be established:

Sectoral teams	Composition of the team	Lead Agency/Team Leader
Get people back into their homes		
1. Housing (transitional shelter and permanent housing)	<i>Ministry of Housing and Urban Development, Bank of Ceylon, Peoples Bank SWHRU, NEHRU, input from all District Secretaries, Red Cross, Mr. Narayanan- World Bank, CHA (Tsunami), David Evans/UN Habitat, HRC-DRMU</i>	RADA-Housing (Mr. Ramesh Selliah)
Restoring livelihoods		
2. Livelihoods (cash and cash-for-work), Microfinance/SMEs, Economic impact, Fisheries (and agriculture), tourism	<i>Representatives from Ministries of Tourism, Min of Fisheries, Min of Labour, Min of Vocational Training, Min of Agriculture and Representatives from Central & State Banks, Treasury, RADA Livelihood, FAO,GTZ, Federation, CHA and ILO, HRC-DRMU</i>	RADA-Livelihoods (Mr. Kaushal Rajapakse)
Ensuring health, education and protection for all		
3. Health, Protection/Psycho-Social	<i>MoH , NCPA, CHA, NPD and RADA-Health focal point, WHO (TBC) NGO Rep (TBN by CHA)</i>	Mr. Maligaspe, Secretary MoH/TBN & Dr. Eeshara Tsunami Coordinator-MoH
4. Education	<i>MoE, CHA, NPD, RADA-Education focal point, UNICEF</i>	Mr. Ariyartne Hewage Secretary/MoE & Senior officer designated by Secretary/MoE
Upgrading national infrastructure		
5. Power, Railways, Roads, Telecom and Ports Water and Sanitation	<i>Ministries of Highways, Urban Devt, Water Supply, NWSDB, Dept of Railways, CEB, Telecom, NPD, & RADA Infrastructure focal point, ADB</i>	Mr. S.Amaraskera, Min of Highways

Additional areas of work		
6. Capacity Building/Governance	<i>Ministry of Public Administration, District Support/RADA, Director, NPD, MR. Ganesharajah, UNDP, HRC-DRMU, NGO Representative (TBN by CHA)</i>	Mr. D. Dissanayake, Secretary Public Admin
7. Disaster Management/Early Warning Systems	<i>DMC, NPD, Dept of Meteorology, Coast Conservation Dept (CCD), Natl Disaster Mgt Unit, Mr. Ananada Mallawatantri, UNDP, and representatives from NGOs (TBN by CHA)</i>	Mr. P.D. Amarasinghe and Maj. General Gamini Hettiarachchi
8. Environment	<i>Ministry of Environment, CEA, CHA, NPD, CCD, UNEP and representatives from NGOs (TBN by CHA)</i>	Mr. J.R.W. Dissanayake, Secretary, Ministry of Environment
9. Gender & children	<i>Ministry of Womens Affairs, NCPA, UNICEF, UNFPA, RADA representative and representatives from NGOs (TBN by CHA)</i>	Mrs. Indrani Sugathadasa, Secretary-Min of Womens' Affairs
10. Legal documentation	<i>Ministry of Justice & Constitutional Affairs, NPD, UNDP, RADA-Aid Coordination and representatives from NGOs (TBN by CHA)</i>	Mr. Suhada Gamlath, Secretary, Min of Justice & Mrs. M.S. Wickramasinghe, Min of Constitutional Affairs and National Integration
11. Guiding Principles	<i>NPD, RADA-Aid Coordination, HRC-DRMU and representatives from donors & NGOs (TBN)</i>	Mr. Lionel Fernando, Chairman/DRMU-HRC
13. Socio-economic Implications	<i>NPD, RADA and representatives from IMF (TBC) & NGOs (TBN by CHA) Note: Possible support being explored</i>	Representative, Central Bank

Note: Some donor agencies were mentioned in the composition, but request is being made to the donor community to nominate relevant persons

The sectoral teams will be headed by RADA (housing and livelihood) or the relevant line ministry and will work closely with all the donors involved in rebuilding. The donors will identify one person as a focal point for the donors & NGOs.

Responsibility of the Sectoral Team:

- Timely production of the draft sectoral report as per the draft outline provided by the Steering Committee. Financial information for the sector needs to be provided.

- Coordinate closely with the responsible SC member and the consultant throughout the exercise of finalizing the draft sectoral report. The first cut of the report will be presented to the SC for its feedback and thereafter updates will be made until the cut-off date for presenting the draft report.

c. Discussion of the Report

The final draft produced by the SC will be shared at a meeting with representatives of government and members of the international community and NGOs. Details of this will be communicated when the report is nearing finalization. (Possibility of organizing a working meeting, workshop?)

d. Finalizing the Report

The report will be finalized after consultation.

e. Editing, Layout and Printing

The final report will be sent for printing. English – 5000 copies, Sinhala and Tamil – 1500 copies each.

f. Translation of the report to Sinhala and Tamil

The executive summary of the report will be translated to national language on the day of the launch. In due course the whole report will be translated to Sinhala and Tamil and printed.

g. Launch of the Report

Details will be worked out in due course.

Additional areas:

h. Timeline for the Report Production

See Annex 2. Owing to tight schedule, the timeline will be adjusted.

i. Orientation meeting / e-mail communication / telephone / fax / individual meeting

October 30, 2006 3-6.00 pm (venue will be notified).

j. TOR for the consultant

Needs to cover role/responsibility, timeline, remuneration etc

k. Budget

Cost of consultant

Orientation workshop or working meeting to share process etc

Final draft discussion

Translations to Sinhala and Tamil

Cost of printing the reports (English-5000 copies, 3000-Tamil and Sinhala)

Launch event

Report dissemination

ANNEX I

Report Outline - Draft

1. Background/Introduction

2. Socio-economic implications of tsunami

3. Institutional Arrangements –Recovery: Capacity building, Recovery monitoring (DRMU)

4. Getting people back into their homes (*Geographical disaggregated figures should be available:district-level*)

- a. Institutional arrangement
- b. Targets
- c. Achievements (completed, on-going & yet to begin-physical progress only)
 - a. Transitional shelter
 - b. Permanent housing
 - Donor driven (buffer zone) – land provided by State and land purchased by donor
 - Home owner driven (outside buffer zone) – SWHRU / NEHRU – funded by WB, ADB, Kfw and SDC, Redcross
 - c. Utilities and community infrastructure (electricity, water & sanitation, access roads)
- d. Financial Information (commitment, disbursement and expenditure & gaps)
- e. Challenges & Way Forward

5. Restoring livelihoods (*Geographical disaggregated figures should be available:district-level*)

- a. Institutional arrangement
- b. Targets: aims for restoring livelihoods, incomes
- c. Achievements (completed, on-going & yet to begin-physical progress only)
 - *DLDP other.....*
- d. Financial Information (commitment, disbursement and expenditure & gaps)
- e. Challenges & Way Forward

6. Ensuring health, education, and protection for all

Health: (*Geographical disaggregated figures should be available:district-level*)

- Institutional arrangement
- Targets (infrastructure and psychosocial aspects)
- Achievements (completed, on-going & yet to begin-physical progress only)
- Financial Information (commitment, disbursement and expenditure & gaps)
- Challenges & Way Forward

Education: (*Geographical disaggregated figures should be available:district-level*)

- Institutional arrangement
- Targets (infrastructure and psychosocial aspects)
- Achievements (completed, on-going & yet to begin-physical progress only)
- Financial Information (commitment, disbursement and expenditure & gaps)
- Challenges & Way Forward

7. Upgrading national infrastructure

Roads rehabilitation, including bridges (Geographical disaggregated figures should be available:district-level)

- Institutional arrangement
- Targets (infrastructure and psychosocial aspects)
- Achievements (completed, on-going & yet to begin-physical progress only)
- Financial Information (commitment, disbursement and expenditure & gaps)
- Challenges & Way Forward

Railway rehabilitation (Geographical disaggregated figures should be available:district-level)

- Institutional arrangement
- Targets (infrastructure and psychosocial aspects)
- Achievements (completed, on-going & yet to begin-physical progress only)
- Financial Information (commitment, disbursement and expenditure & gaps)
- Challenges & Way Forward

Electricity rehabilitation (Geographical disaggregated figures should be available:district-level)

- Institutional arrangement
- Targets (infrastructure and psychosocial aspects)
- Achievements (completed, on-going & yet to begin-physical progress only)
- Financial Information (commitment, disbursement and expenditure & gaps)
- Challenges & Way Forward

Water supply rehabilitation (Geographical disaggregated figures should be available:district-level)

- Institutional arrangement
- Targets (infrastructure and psychosocial aspects)
- Achievements (completed, on-going & yet to begin-physical progress only)
- Financial Information (commitment, disbursement and expenditure & gaps)
- Challenges & Way Forward

Ports/harbours rehabilitation(Geographical disaggregated figures should be available:district-level)

- Institutional arrangement

- Targets (infrastructure and psychosocial aspects)
- Achievements (completed, on-going & yet to begin-physical progress only)
- Financial Information (commitment, disbursement and expenditure & gaps)
- Challenges & Way Forward

8. Disaster Management & Early Warning

9. Cross-cutting issues

10. Application of agreed guiding principles

Individual or community reports with photographic documentation and human stories. Include surveys, community consultations, disaggregated information for all sectors

Annex-2: Timeline

2nd Year Report Production and Launch

Activities	Dates
<i>Orientation meeting for government and donor community</i>	October 30
<i>Sectoral teams at work</i>	1 st & 2 nd week of November
<i>Rough draft of sectoral reports</i>	3 rd /4 th week of November
<i>Draft Reports of Sectoral teams</i>	3 rd /4 th week of November
<i>Discussion with GAs</i>	During their monthly visit to Colombo in end November
<i>First cut of the report</i>	End November
<i>Finalizing the Report</i>	First Week December
<i>Clearance by Secretary-Treasury</i>	2 nd week of December
<i>Lay out and printing</i>	Mid-December
<i>Launch of the report</i>	