

KINGDOM OF CAMBODIA
Nation Religion King



National Committee for Disaster Management
No. 315 NCDM

Phnom Penh, 21st July 2010

**Your Excellency Municipal/ Provincial Governors and Chairpersons of the
Municipal and Provincial Committees for Disaster Management**

Subject : Implementation of Direction on the Community-Based Disaster Risk Management (CBDRM) for Emergency Preparedness and Hazard Control

Reference : - Sub-Decree No. 61 ANKR.BK, dated 29th June 2006 on the establishment of the Commune/ Sangkat Committee for Disaster Management throughout the Kingdom of Cambodia.
- The Implementation Direction No. 181 NCDM, dated 11th July 2006 on the establishment of the Commune/ Sangkat Committee for Disaster Management throughout the Kingdom of Cambodia.

In accordance with the above mentioned subject and reference, I would like to inform Your Excellencies that: in order to strengthen the community-based disaster risk management (CBDRM) for emergency preparedness and hazard control as well as the integration of epidemic preparedness (avian and human influenza) activities into the community-based disaster risk management (CBDRM) program, the National Committee for Disaster Management (NCDM) would like to provide further instruction in addition to the implementation of direction No. 181 NCDM dated 11th July 2006 as below:

1. The commune/ sangkat chiefs shall issue an order on the establishment of the Village Disaster Management Team (VDMT) in their respective commune/ sangkat comprise of 7 people:

- | | |
|---|--------------|
| - Village Headman | Chief |
| - Village Assistant (Female) | Deputy Chief |
| - Village Health Support Team | Member |
| - Village Animal Health Agent | Member |
| - Village Cambodian Red Cross Volunteer | Member |
| - Other two more members base upon the village deemed necessary | |

▪ **Remarks** : The order shall clearly define the persons' name with the above positions. The tasks of the Village Disaster Management Team (VDMT) are as follows:

- An official under the Commune Committee for Disaster Management (CCDM) who involve in the disaster risk reduction at the village framework, by identifying the risk at local community through the hazard assessment, vulnerability and capacity analysis, preparing a village disaster management plan and holding a monthly meeting.

- Administer, collect and disseminate all information related to the risk in local community together with the information publicity through the notice boards, public buildings or public places in order people in the local community to be aware.
 - Raise the people awareness on the risk preparedness measure which affected to the people's health, human and animal lives in the local communities.
 - Cooperate and implement with the 03 teams of the Commune Committee for Disaster Management (CCDM) and concerned institutions, national and international organizations and non-governmental organizations on the community-based disaster risk management including epidemic and climate change preparedness activities.
 - Explore the resources to support activities of the Village Disaster Management Team (VDMT) (inside and outside localities)
 - Follow up, monitor and immediately report of hazards (phenomena, substances and human activities that cause danger or situation that lead to the loss of human lives, accident, injury, affecting to the people's health, loss of people's property, livelihoods, services and disrupt the socio-economy or environmental damage).
2. To enhance the responsibilities during emergency occurrence, a chief of the Commune Committee for Disaster Management (CCDM) shall establish an emergency management network in their respective commune/ sangkat with the implementation as in the enclosed annex.
 3. To ensure the preparedness for emergency response while the hazards occurrence including epidemics (avian and human influenza) of which the Commune Committee for Disaster Management (CCDM) is necessary prepare their communes/ sangkats emergency plan as the format in the enclosed annex.

The National Committee for Disaster Management has strongly hoped that Your Excellency Municipal, Provincial Governors and Chairpersons of the Municipal and Provincial Disaster Management Committees, pay attention and administer these tasks effectively.

**Senior Minister In-Charge of
First Vice President NCDM**

Nhim Vanda

Copied To:

- Council of Ministers Office
- Ministry of Interior

For report

- Ministries, Secretariats and Institutions
- Cabinet of Samdech Prime Minister
- Cabinets of Deputy Prime Ministers
- Files-Archives

For information

Annex : Implementation Direction No. 315 NCDM, dated 21st July 2010

**Implementation Guideline for the Commune Committee for Disaster Management in
Community-Based Disaster Risk Management and Integration of Avian and Human Influenzas**

1. Formulate the Institutional Mechanism to Ensure the Disaster Risk Management

- Identify the activity and take part in coordination livelihood and rescue the people's lives that vulnerable to the hazards such as avian and human influenza.
- Prepare the early plan to associate with non-government organization and private sector for the emergency response as well as the disaster risk reduction (DRR).
- Integrate the disaster risk reduction into the development plans and programs.

2. Be Aware of Risk and Outline Activity

- Monitor and evaluate the disaster risk reduction and enhance the early warning.

Understanding of existing risk and outline activity are necessary for reducing the vulnerability that caused by the natural hazards and epidemic such as avian and human influenza. Having such understanding, the early warning activities that serve the vulnerable people must be laid out. The available plan should be carried out while obtained hazard information.

3. Be Raised the Awareness on Disaster Preparedness

Disasters could be reduced to a great extent whenever people are aware of the measures that they have to be abided by and we must provide them with:

- The relevant information on disaster risk and protection means, especially for people living in the high risk areas.
- Strengthen the emergency management networks and enhance the cooperation among the stakeholders.
- Establish or strengthen the community-based disaster risk management (CBDRM) program.
 - Disseminate and raise the public awareness.

4. Be Risk Deducted

The reduction is mainly base on the foundation factors (Hazard, Vulnerability and Capacity)

Example: The settlement of local community where located in the hazard vulnerable areas.

5. Be Prepared and Ready for Effective Response

- Conduct an exercise on the plan for using during the emergency.
- Establish the emergency fund in order to support the emergency response and rehabilitation.
- Conduct an exercise on evacuation, search and rescue.

Commune Emergency Coordination Mechanism

Commune Committee for Disaster Management (CCDM)

- Commune Chief : CCDM Chairman
- First Deputy of Commune : Vice of CCDM Chairman
- Commune Clerk : Secretary of CCDM

Commune Council

Security and Rescue Team

- Commune Police : Chief
- School Principal : Vice Chief
- Commune Police : Member
- Volunteers : Member

Health and Hygiene Team

- Health Center : Chief
- Animal Health Agent: Vice Chief
- Focal Person in Charge of Child and Women Affairs : Member
- Volunteers : Member

Information and Response Team

- CRC Volunteers : Chief
- Senior People in Village: Member
- Volunteers : Member

Village Disaster Management Group (VDMG)

- Village Headman : Chief
- Village Assistant (Female) : Deputy Chief
- Village Health Support Team : Member
- Village Animal Health Agent : Member
- Village Cambodian Red Cross Volunteer: Member
- Other two more members base upon the village deemed necessary

