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GLOSSARY

ACP-EU	African Caribbean Pacific States-European Union
ACS	Association of Caribbean States
CADM	Caribbean Disaster Management Programme
CAP	Country Assistance Capacity Building Programme
CARICOM	Caribbean Community
CARIFORUM	Caribbean Forum of African, Caribbean and Pacific
	States
CCCCC	Caribbean Community Climate Change Centre
CCRIF	Caribbean Catastrophe Risk Insurance Facility
CDB	Caribbean Development Bank
CDEMA	Caribbean Disaster Emergency Management Agency
CDERA	Caribbean Disaster Emergency Response Agency
CDM	Comprehensive Disaster Management
CDRU	CARICOM Disaster Relief Unit
CEPRE-	Central American Coordination Center for the
DENAC	Prevention of Natural Disaster
CERF	Central Emergency Response Fund
CHC	Coordination and Harmonization Council
CIDA	Canadian International Development Agency
CIMH	Caribbean Institute of Meteorology and Hydrology
COTED	Council for Trade and Economic Development
COTS	Caribbean Open Trade Support
CPM	Caribbean Platform Mechanism
CROSQ	CARICOM Regional Organisation for Standards and
СТО	Quality Caribboan Tourism Organization
CU	Caribbean Tourism Organisation Coordinating Unit
CWC	Cricket World Cup
CZMU	Coastal Zone Management Unit
DDM	Department of Disaster Management
DEM	Department of Emergency Management
DFID	Department for International Development
טו וט	Department for international Development

Disaster Risk Management

European Development Fund

Earthquake Readiness and Capacity Building

Finance and Administration Committee

Disaster Risk Reduction

European Commission

Gross Domestic Product

Government of Austria

European Union

ICC	International Cricket Council
ICG/CARIBE-	Intergovernmental Coordination Group for the
EWS	Tsunami and Other Coastal Hazards Warning System
	for the Caribbean and Adjacent Regions
ICSAC	Information and Communications System Advisory
100/10	Committee
ICT	Information and Communications Technology
IDRC	International Development Research Centre
IFRCRCS	International Federation of Red Cross and Red
IFRURUS	Crescent Societies
INICADAO	
INSARAG	International Search and Rescue Advisory Group
ISDR	International Strategy on Disaster Reduction
JICA	Japan International Cooperation Agency
KRA	Key Results Area
MACC	Mainstreaming Adaptation to Climate Change
MOU	Memorandum of Understanding
NDC	National Disaster Coordinator
NDO	National Disaster Office
NEOC	National Emergency Operations Centre
NEMO	National Emergency Management Organistation
NOAA	National Oceanic and Atmospheric Administration
OAS	Organization of American States
OECS	Organisation of Eastern Caribbean States
ODPEM	Office of Disaster Preparedness and Emergency
0212	Management
OFDA	Office of Foreign Disaster Assistance
PAHO	Pan American Health Organisation
PS	Participating States
RBM	Results-Based Management
RRM	Regional Response Mechanism
RSS	Regional Security System
SAR	Search and Rescue
SICA	Central American Integration System
SPF	Strategy and Programming Framework
SRD	Sub-regional Programme Document
SRFP	Sub-regional Focal Points
TAOS	The Arbiter of Storms
TCHWS	Tsunami and Other Coastal Hazards Warning System
UNDAF	United Nations Development Assistance Framework
UNDP	United Nations Development Program
UNICEF	United Nations Children's Fund
UN OCHA	United Nations Office for the Coordination of
	Humanitarian Affairs
USAID	United States Agency for International Development
USAR	Urban Search and Rescue
US/	United States Southern Command
SOUTHCOM	
UWI	University of the West Indies
WEBEOC	Web Based Emergency Operations Centre
	· , ,

Hyogo Framework for Action Inter-American Development Bank

International Cricket Council

Inter American Network on Disaster Mitigation

HFA

IDB IANDM

ICC

DRM

DRR

EC

EDF

EU

FAC

GDP

GOA

ERCB



I am pleased to share with you in this 2011 to 2012 Annual Report of the Caribbean Disaster Emergency Management Agency (CDEMA), news of the Agency's successes towards the achievement of our strategic goals.

2011 was a significant year as it marked the 20th year of CDEMA providing leadership in the coordination of the region's efforts in disaster management. There is no doubt that in that time period, the Agency has made a significant contribution to disaster management in the Caribbean region.

The impact of CDERA, now CDEMA, can be now seen in a number of areas in the region. Prior to the establishment of the Agency in 1991, the approach to disaster management was primarily oriented towards response to the annual hurricane season. Further, there was little or no national level architecture for coordinating disaster management, and the profiling of disaster management on the political agenda was very low. Now, primarily due to the work of CDEMA, the region can boast the presence of a more organised framework for the management of disasters; high level policy awareness and support for disaster management and in particular the CDM Strategy and

Framework; dedicated facilities and staffing at the national level; a well tested regional response mechanism; availability of a range of disaster management products, standards and tools; mainstreaming of the key sectors of agriculture, tourism, and education; and growing private sector involvement.

These achievements have been significantly influenced by the strong support provided by development partners, civil society partners, regional specialised technical agencies and educational institutions.

As we consider the role of the Agency going forward, we anticipate a re-articulation of disaster management practice in the region driven by the desire to better reflect the professionalisation of disaster management; consideration of hazard risk in development planning; the acceleration of the application of Information and Communication Technologies to disaster management and the building of disaster risk reduction capacities to address the growing challenges of climate risk.

JEREMY COLLYMORE EXECUTIVE DIRECTOR CDEMA



WHO WE ARE

The Caribbean Disaster Emergency Management Agency (CDEMA) was established in 1991 as the Caribbean Disaster Emergency Response Agency (CDERA); by the Heads of Government of the Caribbean Community (CARICOM) as the body holding primary responsibility for disaster management in the region.

The work of CDERA focused on advocating in the region for a shift from the traditional response and relief approach to disasters, to a Comprehensive Disaster Management (CDM) approach, which includes all hazards, all phases of the disaster management continuum including mitigation, prevention, preparedness, response and recovery as well as all sectors of society. This emerged from the recognition of a need for a greater emphasis on improving the resilience of Caribbean states to disasters after a series of events that resulted in tremendous losses

across the region.

The move towards CDM eventually demanded a restructuring of the organisation to better fulfill its mandate, and in July 2008, CARICOM Heads of Government signed an agreement, which completed the transition and welcomed the birth of CDEMA in September 2009.

CDEMA's work within its eighteen (18) Participating States (PS) in the region is facilitated through the National Disaster Offices (NDOs) in each state. The CDEMA PS are: Anguilla, Antigua and Barbuda, Commonwealth of the Bahamas, Barbados, Belize, British Virgin Islands, Commonwealth of Dominica, Grenada, Republic of Guyana, Jamaica, Montserrat, St. Kitts and Nevis, Saint Lucia, St. Vincent & the Grenadines, Republic of Trinidad & Tobago, and Turks & Caicos Islands.

OUR VISION

OUR MISSION

To be a leading, innovative centre of excellence, dedicated to building linkages for the promotion of a culture sof reducing for enducing and in the region.

ding, disaster management agency, exist agency, exist to empower our Participating States in achieving sustainable loss reduction. To this end we will cultivate strategic partnerships for the development, enhancement, delivery and maintenance of policies and programmes, which build regional and national capacity for loss reduction.

OUR MANDATE

The mandate of CDEMA is to be the broker for implementation of the region's disaster risk management approach known as CDM within PS. There are seven (7) key areas of focus within this mandate:

- 1. Mobilising and coordinating disaster relief
- 2. Mitigating or eliminating, as far as practicable, the immediate consequences of disasters in Participating States
- Providing an immediate and coordinated response by means of emergency disaster relief to any affected Participating State
- Securing, coordinating and providing to interested inter-governmental and nongovernmental organisations reliable and comprehensive information on disasters affecting any Participating State
- Coordinating the establishment, enhancement and maintenance of adequate emergency disaster response capabilities among the Participating States
- Encouraging the adoption of disaster loss reduction and mitigation policies and practices at the national and regional level; and cooperative

- arrangements and mechanisms to facilitate the development of a culture of disaster loss reduction
- Coordinating the establishment, enhancement and maintenance of adequate emergency disaster response capabilities among the Participating States.

Key to the implementation of CDEMA's mandate is the partnerships that the Agency has developed with a number of developmental partners, which support the implementation of CDM in the region.

In the year under review, a number of these partners provided valuable financial support to the work, which was undertaken by CDEMA. The Australian Agency for International Development (AusAID); Canadian International Development Agency (CIDA); UK Department for International Development (DFID); The European Union (EU); Inter-American Development Bank (IDB); Japan International Cooperation Agency (JICA) and were the agencies which committed approximately US \$5 million in resources to assist with CDEMA's programming.

PROGRAMMING SECTION ONE

This report provides a review of the following key result areas of the Caribbean Disaster Emergency Management Agency (CDEMA) Work programme. These Key Result Areas are:

- Strengthening National and Regional Institutional Capacity within governments ministries, National Disaster Organisations, National Disaster Management Organisations and other key local, national and regional offices.
- 2. Improving Knowledge Management Systems
- 3. Integrating and Mainstreaming CDM within key economic sectors such as agriculture, health and tourism.
- 4. Enhancing the Resilience of Communities to hazard events and climate change.

The reporting period tracks results delivered by inter alia ten (10) projects supported by a diversity of development partners. Of these, six closed prior to August 31, 2012. With the anticipated phasing out of these initiatives, specific emphasis was placed on initiating dialogue with development partners on options for support priorities of the CDEMA Participating States.



Capacity in Results Based Management (RBM) Built at the Regional Level and at National Level in Sixteen (16) Participating States

Two regional level RBM training workshops were convened to support building the capacity of National Development Organisations (NDOs) in CDEMA PS in the critical area of measuring progress towards building resilience to hazard impacts. To this end, a regional cadre of twenty-three (23) RBM Instructors, seventeen (17) of which were from sixteen (16) of the eighteen (18) CDEMA Participating States, are now available to support the CDM work programme development and completion for each CDEMA PS; monitoring; evaluation; and reporting at the national and sectoral levels.

To date, national level RBM training has been supported by members of this regional cadre through the facilitation of four (4) national workshops. This has resulted in the development and upgrade of the CDM Country Work Programmes (CWPs) and/or Programme Monitoring Frameworks (PMF) for four (4) CDEMA Participating States. One (1) RBM Facilitator's Manual and one (1) RBM participant manual and other resource materials have also been developed to assist instructors in the effective delivery of the course.

Advanced Disaster Risk Reduction Leadership Capacity Training for National Coordinators A Disaster Reduction Leadership and Strategic Planning Course was developed and delivered for CDEMA PS, through the financial support of the Australian Agency for International Development (AusAID), academic facilitation from H. Lavity Stoutt Community College, Virgin Islands (VI) and collaboration with the VI Department of Disaster Management. The course, which is accredited by the Chartered Management Institute, has equipped a regional team of National Development Coordinators with the appropriate information, knowledge and tools to guide their national agendas on disaster risk reduction, from responsecentred programming to one that is comprehensive.

In total, fifty-four (54) persons from thirteen (13) of the CDEMA Participating States benefited from the first five day course, which was held in May 2011. Course participants were from a number of the Participating States, including Anguilla, Antigua & Barbuda, British Virgin Islands, Dominica, Grenada, Guyana, Jamaica, Montserrat, St Kitts-Nevis, Saint Lucia, St Vincent and the Grenadines, Trinidad and Tobago and Turks and Caicos Islands.

Institutional Capacity Assessment (Comprehensive Disaster Management Audit) Tool

In 2011, the Institutional Capacity Assessment Tool, originally developed in 2009, was systematically reviewed and restructured with significant input from the Work Programme Development and Review Sub-Committee of the CDEMA Technical Advisory Committee (TAC). The Standards and Indicators for measurement were reviewed and incorporated into the CDM Audit Tool (previously known as the MER Framework and the Baseline Assessment

Tool). The CDM Audit Tool facilitates the assessment and development of CDM implementation at the national level and was endorsed by several delegates of the CDEMA Council. Another critical component of institutional capacity was a Model National Disaster Management Organisational Structure, which would enhance the advancement and delivery of CDM at the national level. This new structure was initiated by the CDEMA PS.

National Capacities Enhanced Through the Allocation of Grants from the Country Directed Fund (CDF)

Steps to address national level capacity and resource deficits to accelerate CDM implementation are facilitated through a number of mechanisms. A major achievement in this regard was the establishment of the Country Directed Fund (CDF) which is a critical to accelerate CDM implementation in Participating States. In 2011, all eighteen of the CDEMA Participating States accessed the fund which allowed them to utilize the resources for the advancement of CDM. Sixteen Participating States have already benefitted from funds provided through the first tranche from the CDF, while six Participating States have benefitted from funding through the second tranche of funding. Currently this places the overall rate uptake of the CDF grants by CDEMA PS at 89%.

Horizontal Cooperation
Promoted Through
Support for the
Country Capacity
Building Programme

During the period under review five (5) Participating States, Dominica, Grenada, Guyana, Antigua & Barbuda, St. Vincent and the Grenadines utilized the Technical Assistance Secondment Protocol (TASP), which was developed by CDEMA to encourage capacity building through horizontal cooperation among its Participating States.

Infrastructure For Information Sharing and Technical Capacity to Implement in CDEMA PS is Enhanced

Eighteen (18) CDEMA PS were outfitted with state-of-the art ICT equipment and software, which strengthened communication and administrative capacity. The equipment consisted of emergency communication tools including BGAN satellite terminals. Training in the use of the equipment was provided for at least one person from each of eleven CDEMA National Disaster Offices. In further support of a resilient information sharing infrastructure, a Model Contingency ICT Plan was developed through the support of the EDF 9 project.

The plan provides for recovery of Information and Communications Technology (ICT) services following a system disruption. The Model ICT Contingency Plan provides guidance to ensure that National Disaster Organizations (NDOs) are able to process and manage critical information, maintain national and international communications and maintain internet access before, during and after a disruptive event. The document also provides guidelines for completion of risk assessment, preparation and preventive measures and recovery strategies and is informed by assessments of National Disaster Organisations. These guidelines have helped PS to strengthen existing

resources for ICT contingency planning as well as support the standardisation of ICT capacities and planning throughout the CDEMA system.

Appropriate Organizational Structure for CDEMA Established

At the 2nd meeting of the CDEMA Council held on June 23, 2011 in the Commonwealth of Dominica, the Council approved recommendations for the organizational restructuring of the CDEMA Coordinating Unit. The decision represented a signal of intent of movement towards a modified organizational structure, which delivered on the broader CDM Mandate and set the Agency on a path of sustainable financing. The Council also approved a two-phased approach to implementation of this modified structure.

Phase I implementation over the 2011-2012 year included inter alia:

- The establishment of two divisions, the Disaster Management Division (DMD) which provides programmatic functions through four (4) departments as follows: Education, Research and Information Management; Mitigation and Preparedness; Response and Recovery, and Information and Communication Technology each headed by a Programme Manager.
- The establishment of the and the Resource Management and Administrative Division (RMAD) with three functional areas, (i) Finance, (ii) Human (iii) Resources and Administration – each headed by a Manager.
- The establishment of an Alliance and Cooperation Services (ACS) Unit which is responsible for (i) new projects and program development, (ii) marketing and donor relations, (iii) strategic planning, (iv) monitoring and evaluation, (v) the annual CDM conference and

(vi) the establishment of a Technical Services Advisory Unit (TSAU).

Mechanisms for Sustainable Financing of the CDEMA CU are Explored and Implemented

Sustainable financing is one of the key initiatives to support the restructuring of the CDEMA CU. To this end the Management Committee of Council (MCC) and the CDEMA council endorsed mechanisms for achieving the sustainable financing, these were:

- The establishment of an Alliances and Cooperation Services Unit (ACS) inclusive of defining the structure and functions of the Technical Services Unit (TSU). The TSU will be the main option through which sustainable financing of the CDEMA CU will be achieved.
- 2. The establishment of an Endowment Fund.
- 3. The improvement in the payment of Participating States' contributions.
- 4. The establishment of an amortization schedule

Improved Administration and Finance Systems within the CDFMA CU

Several initiatives were developed and implemented in an effort to improve the overall management of the CDEMA CU, these include:

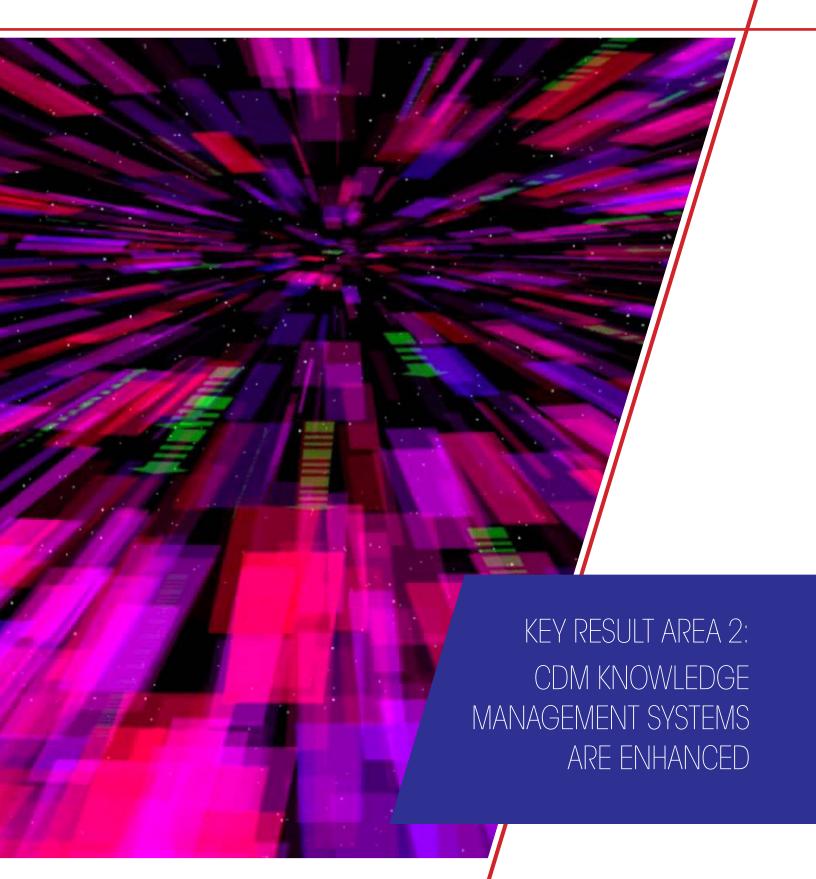
- One CDEMA CU Procurement Policy developed and approved by Council.
- Re-training of Finance department staff in International Accounting Standards
- Upgraded Quickbooks system and staff

- trained in proper use of the system
- Provision of accounting support to all active projects.
- Facilitation provided for six meetings of the organs and two annual CDM conferences.
- Development and delivery of a Foreign Language Training plan for twenty (20) CDEMA CU staff and eighty-nine (89) persons from the CDEMA Participating States.
- Staff administrative policy manual finalised
- Greening strategy developed and established.

Improved Information Communication and Technology (ICT) Systems and Practices

Central to the continued enhancement of the Agency's ICT Platform is the development and enhancement of internal capacity and capability. The new ICT Platform incorporated the use of tools and technology and improved the CU's ability to collect, analyze and share information. In response to the development of the ICT Platform, the CDEMA Coordinating Unit, along with its Participating States, developed a new ICT policy, which guided the development of an enhanced ICT infrastructure within the CDEMA CU and in 18 of the CDEMA PS. Part of the new ICT Infrastructure included:

- Newly procured equipment and software in the Coordinating Unit and its Participating States
- New Web-Conferencing System
- Development of Implementation Programme of Work and Strategy
- One Caribbean Regional Emergency Operations Center Information System – Backup Site established;
- One Disaster Recovery Plan which will guide the Agency's management and ICT Unit staff in the recovery of computing and network facilities operated by the IT Unit in the event that a disaster destroys all or part of the facilities.
- One upgraded Relief Supply Tracking System (RSTS) Funded by EDF 9



These initiatives increased the level of ICT capability from below level 1 to either borderline Level 1 or Level 1 status for four PS Antigua and Barbuda, Haiti, Barbados and St Vincent and the Grenadines.

Increased Awareness of the Work of the CDEMA CU is Supported through CDEMA Public Relations Programmes and Enhanced Access to Information

Some of the projects conducted under the public education programme for the reporting period are as follows:

- Tsunami and other Coastal Hazards Early Warning public awareness campaigns executed in two (2) Participating States utilizing public awareness and education tools developed.
- A suite of all hazards disaster awareness materials developed to enhance the public's understanding of CDM.
- Disaster Risk Reduction information for targeted and general audiences made more accessible to Participating States through enhanced ICT capacity and capability.
- Exhibitions mounted at three regional and international conferences, the 2011 United Nations International Strategy for Disaster Reduction (UNISDR) Global Market Place as well as the 2010 and 2011 CDM Conferences.
- Public relations campaign executed in celebration of the CDEMA 20th Anniversary.
- Virtual Library established.

Improved Participation and Information Sharing at the

Regional, National and Sectoral Levels (CDM Conference)

Two conferences focused on information sharing and participation at national and sectoral levels were convened during this reporting period. These conferences saw a collective increase in participation of 50%. In 2011, the CDM Conference experienced a significant increase in attendance since its inception in 2006. Attendance in 2011 almost doubled from the previous years, as the Conference hosted more than 450 persons. To this end, the target for the period of 10% increase in participation was surpassed. Participants came from various governmental, non-governmental, private sector and development partners from the Caribbean, Latin America, North America, Asia and the Pacific. Of the more than 450 persons participating in the Conference, seventy took part as Session Chairs, Presenters/speakers or facilitators and seventy-five were support staff drawn from both CDEMA and the Ministry of National Security in Trinidad, of which the host - ODPM is an institution.

The 6th conference convened in December 2011 also featured the inaugural high level session which offered a space for the political – technical interface which had been a gap in advancing CDM implementation. The Honourable Brigadier General John Sandy, Minister of National Security in Trinidad and Tobago delivered the keynote address during the Opening Ceremony, and affirmed the need for Disaster Risk Reduction (DRR) to guide the region's practices and play a significant role in the national decision making process.

Promotional and other Materials in Various Formats Developed for

Distribution to Targeted and General Groups

Under the EDF 9 funded Project a wide range of all hazards disaster awareness materials, to enhance the public's understanding of CDM were developed and shared with Participating States. The Model Handbook which promotes a standardized framework for public awareness and education strategy and policy was adapted by Jamaica and Grenada in 2011 for the piloting of Tsunami awareness Campaigns and production of tsunami public education materials. Support for the development of the materials was provided through AusAID funded projects.

Communication of CDEMA Outreach Work

Each year, in the month of November, the CDEMA CU and its Participating States celebrate Caribbean Earthquake Awareness Month, held in commemoration of the occasion in November 2007 when thirteen of the CDEMA Participating States experienced the tremor of a 7.3 magnitude

earthquake. During this reporting period the CU marked the event by highlighting on the CDEMA Website, conducting Earthquake Drills for CU Staff and sharing Earthquake awareness and safety information with businesses and agencies within the CU Office complex. The Agency also collaborated with Participating States in the hosting of several radio and television interviews during November to engage the public on disaster management.

Another key event for the Agency was the Inaugural CDEMA Service Awards held in the British Virgin Islands. The event was hosted by the British Virgin Islands Department of Disaster Management at the Opening Ceremony of the 2nd Meeting of the CDEMA Technical Advisory Committee (TAC) and was attended by forty- seven CDEMA employees, including technical and ancillary staff of the National Disaster Offices and the CDEMA Coordinatina Unit. Staff who had achieved ten or more years of service was honoured for their commitment to the Agency. The awards show was made accessible via live stream on the Internet, allowing friends and family of honorees to virtually participate in the event. Coverage of the event was also made in the BVI press.



Strategic Partnerships with Donor Agencies to Advance the CDM Agenda

In May 2011, a Cooperation Agreement was signed with one of the Agency's major developmental partners, Australian Agency for International Development (AusAID) in support of CDM implementation through the expansion of the CDEMA CU Comprehensive Disaster Management Harmonization Implementation Programme (CDM HIP). This value of the multi-year Cooperation programme is AUS\$3 million (USD\$2.75 million) and focuses on four areas of intervention:

- 1. Climate Change Adaptation (CCA) and Disaster Risk Reduction (DRR) programmes integrated into the Education Sector of PS at the Primary, Secondary and Tertiary levels, and linked with regional initiatives in Education
- 2. Leadership Training for the National Disaster Offices
- Expansion of the Country Directed Fund; and
- 4. Establishment of a Roving Technical Support team.

An additional AUS\$ 1.03 million (USD\$946000) was further pledged by AusAID in support of CDM implementation.

Improved Coordination of CDM at National Level

National Plans Review

Guidelines for the conduct of the national plans review process in CDEMA Participating States were developed and presented to the 2nd meeting of the TAC in April 2011 for endorsement through the Plans Review and Development Subcommittee. A standard plan format for the basic plan was then developed and the revised plan structure was refined to

incorporate climate change and gender considerations. The first phase included a plan review and revision, which was initiated in seven of ten pilot states where it was required and this was conducted using a phased approach. A regional plan development workshop was held in Guyana to determine the programme responsiveness to country needs. As part of this process Emergency Operations Centre (EOC) training was conducted in Grenada and St. Vincent and the Grenadines to demonstrate utilising opportunity to tailor process to meet country needs. The 2nd phase of Plan orientation was conducted in nine Participating States. Participants were oriented to the proposed plan structure, the Regional Response Mechanism and table-top exercises were conducted. As a result, feedback for the revision of the plans was received and national exercises were simulated in two PS - an airport exercise in St. Vincent and a hurricane impact simulation in Grenada. Phase two included a completed draft of a revised multi hazard contingency plan which was submitted to Grenada and Antigua and Barbuda. Exercise planning was also held in Turks and Caicos Islands and Antiqua.

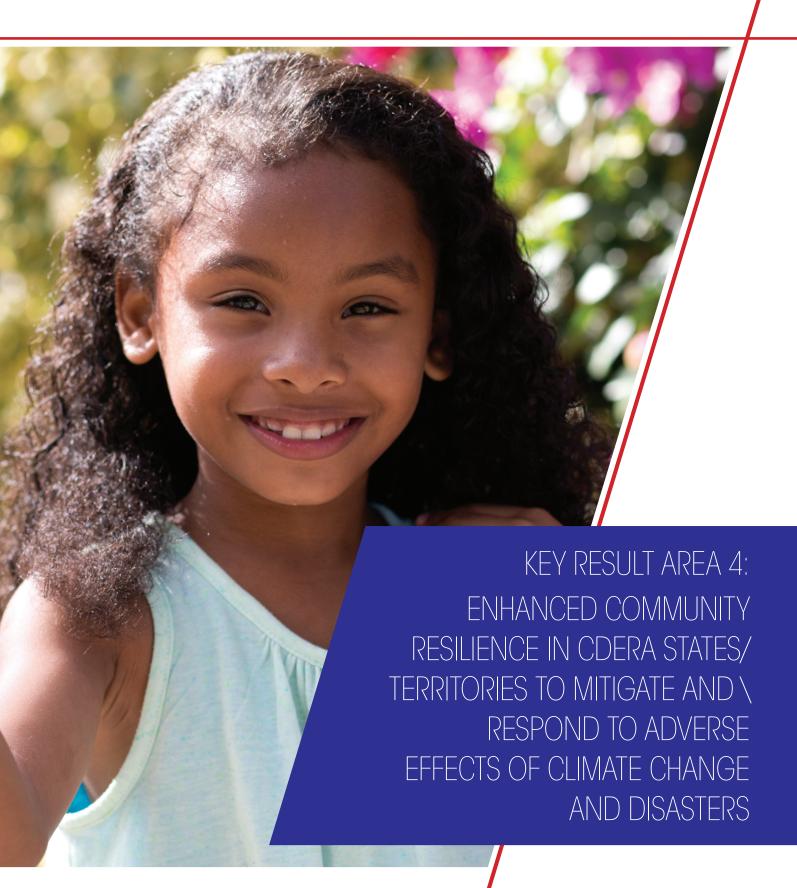
Updating and Testing of Plans and Procedures

In keeping with the performance target set, the ČDEMA CU Contingency Plan, Regional Coordination Centre Plan SOPs and the Eastern Caribbean Donor Group Operations Order were updated and the regional partners familiarized with the upgraded regional plans, procedures, roles and responsibilities. Recognising the need to test procedures and familiarize new staff members with response procedures, the CDEMA Coordinating Unit provided orientation to and tested its Contingency Plan and Regional Coordination Centre SOPs to advance readiness for the 2011 hurricane season. The CDEMA Contingency Plan was tested through three (3) exercises, Exercise First Step (tabletop), June 2011, Exercise Region Rap (functional), June 2011 and the RCC Exercise (functional), July 2011. Each functional exercise was preceded by staff orientation exercises. This reflected an achievement of all performance targets set for the year in this area.

Regarding the CDEMA CU, response systems and operations infrastructure were developed and enhanced. Specifically, this included:

 Completion of an upgrade of the Regional Coordination Centre (RCC)

- which included the outfitting of the CU with Two(2) BGANS, one (1) mobile printer; four (4) wireless routers and one (1) all-in-one printer; and the equipment testing for Haiti; and four(4) as opposed to the targeted two (2) portable communication kits;
- Testing of response arrangements was completed through - Exercise First Step (tabletop - June 2011); Exercise Region Rap (functional) June 2011 and RCC Exercise (functional) July 2011
- The CDRU were trained in 2011 thirtythree (33) members.



Preparedness, Response and Mitigation Capacity Enhanced among Public, Private and Civil Sector Entities for Local Level Management and Response

Some of the interventions to enhance preparedness and response in Participating States were as follows:

- Development and testing of a flood early warning system in two CDEMA PS. Flood risk areas were identified in two CDEMA PS.
- 2. IThirty-six (36) persons were trained in the use of Geographical Information System (GIS) applications to disaster management (JUNO GPS and GIS software).
- 3. One Módel Earthquake contingency plan was adapted and tested in seven (7) CDEMA PS.
- 4. IV. One hundred and eighty (180) persons in thirty (30) agencies in seven (7) PS exposed to earthquake contingency planning.
- 5. Thirty (30) jingles, PSAs and slogans for earthquake readiness were developed.
- 6. Community disaster plans were completed for three communities from PS.
- 7. Five community capacity building workshops completed.
- 8. A revised model contingency plan which incorporates climate change and gender completed and was applied in one CDEMA PS.
- 9. Emergency Response Equipment increased in NDO's by 10%.
- 75% of all CDÉMA PS National Emergency Centers assessed and reports developed.
- 11.70% of sub-regional disaster emergency response staff trained in disaster response procedures.

Preparedness, Early Warning System Response and (EWS) / Geographical ation Capacity Information System anced among (GIS) Based Flood rivate and Civil Early Warning Systems ntities for Local Strengthened

In partnership with AusAID, the CDEMA CU successfully launched and expanded the pilot programme for the GIS-based flood early warning system in two Participating States, Anguilla and the British Virgin Islands. This ICT-related initiative extended the positive outcomes of timely warning for evacuation of communities, encouraged communities to take greater responsibilities for their safety and facilitated the development of closer ties between communities and the public and private sectors. Each system used seven Juno mobile handheld computers, two semirugged laptop computers and ArcPad 10 mobile GIS software. The technology was initially tested at a GIS Workshop held in Grenada as a tool to enhance the efficiency of:

- 1. Pre hurricane vulnerability assessment of buildings,
- 2. Incident mapping and
- 3. Responding to emergency calls.

As a result of the workshop, over thirty (30) participants in each of the two Participating States were trained in the use of the Juno hand-held and GIS software to map flood hazards in their communities as well as develop and test an operational protocol for early flood warning. Participants also received training in the use of GIS to enhance field operations for flood evacuation planning and management, and examined issues in the adaptation of the system for island-wide implementation identified. It was the GIS workshop held in Grenada that supported this EWS/GIS integrated system for the Caribbean, and resulted in its implementation in Virgin

Island and Anguilla. Other Participating States are expected to implement the system in the near future.

Enhanced Community
Awareness and
Knowledge on Disaster
Management and
Climate Change
Adaptation Procedures
Including Safer
Buildina Techniques

Prior to 2011, an established standard/ model for comprehensive community programming had not been established for the CDEMA PS. A model community climate change and disaster risk reduction integrated programme has now been successfully developed and implemented in two Participating States through consultations with the Civil Society Sector Sub-Committee (CSSSC) of the CDM CHC. Forty residents from two communities, Mayaro community, Trinidad and Tobago and Old Harbour Bay, Jamaica were exposed to a model programme designed

to build their awareness of climate change adaptation and disaster risk management. The model plan included participant and facilitator handbooks, a twenty-eight minute audio-visual feature and seven modules for radio and television entitled "Climate Change, Let's All Adapt." The modules, which give due attention to gender issues were made available on DVD, YouTube, at the CDEMA and www. weready.org websites for use across the CDEMA Participating States.

In support of the roll out of the programme to communities across other CDEMA PS, a cadre of twenty-eight trainers (sixteen men and twelve women) was established from six civil society partners in thirteen countries. The attendees participated in a regional Train the Trainers Workshop, held in Trinidad and Tobago in January, 2011. As a means of widening the community reach of the programme, all CSSSC members were also trained. It is anticipated that with a bit more resources channeled towards the cadre of trainers established that this can provide the technical resources for the further roll out of the programme across the CDEMA PS. A consultancy agreement was also established to develop a Toolkit for community level training on climate change and disaster management.

SECTION TWO RESPONSE

The CDEMA Participating States (PS) experienced a variety of emergency events over the period April 2011 to April 2012. The occurrence of these hazards that affected three or more PS at the same time continue to reinforce the reality of the multi-hazardous nature of the Caribbean region and validates the region's strategic focus on a Comprehensive Disaster Management (CDM) approach and the validity of coordinating the regional response mechanism through the use of the four sub-regional focal points.

While 2011 was not categorized as a landmark year, like 2010 was, it still required placing the Regional Response Mechanism (RRM) on alert, the activation and the monitoring of at least three cyclone systems and the circulation of Situation Reports and Information Notes to our partners and Participating States. The Coordinating Unit CU continues to provide technical support to PS, which have requested assistance.

As the capacities of our PS continue to improve, it becomes more apparent that some states are now more capable of responding to the numerous, but smaller hazard impacts at the local level. They have also displayed improvements in the

areas of information, communication and reporting on impacts within a reasonable time after the event.

The RRM was placed on stand-by on a number of occasions during the period under review, but was only activated for the passage of hurricane 'Irene' which impacted the Turks and Caicos Islands, the Bahamas and Haiti.

Snapshots of the events are provided to draw on the diversity of emergencies that were experienced and to highlight a range of lessons, issues and recommendations. The following emergencies are featured:

- Hurricanes/Tropical Storms, Floods and Severe Weather Systems
- 2. Earthquakes
- 3. Flood Events
- 4. Other Events
 - Aircraft Accident
 - Automobile Accidents
 - Fires
 - Dam Collapse
 - Sargassum Sea Weed



The 2011 hurricane season was very active with nineteen (19) named storms and eleven (11) hurricanes, four of which were Category 4 or higher. However, the majority of these systems did not pose any threat to the CDEMA Participating States. The three storms that affected the region during 2011 were Tropical Storm Harvey, Hurricane Irene, and Tropical Storm Ophelia.

Tropical Storm 'Harvey'

Belize was impacted by tropical storm 'Harvey' as it passed over the southern part of the country on Saturday, August 20, 2011. The centre of the storm passed just north of the town of Dangriga and moved inland over the Stann Creek and Toledo Districts. The storm caused minimal wind damage despite its maximum sustained winds of 60 mph with higher gusts. Tropical Storm Harvey was categorized as a Level 1 event and managed locally by NEMO, Belize.

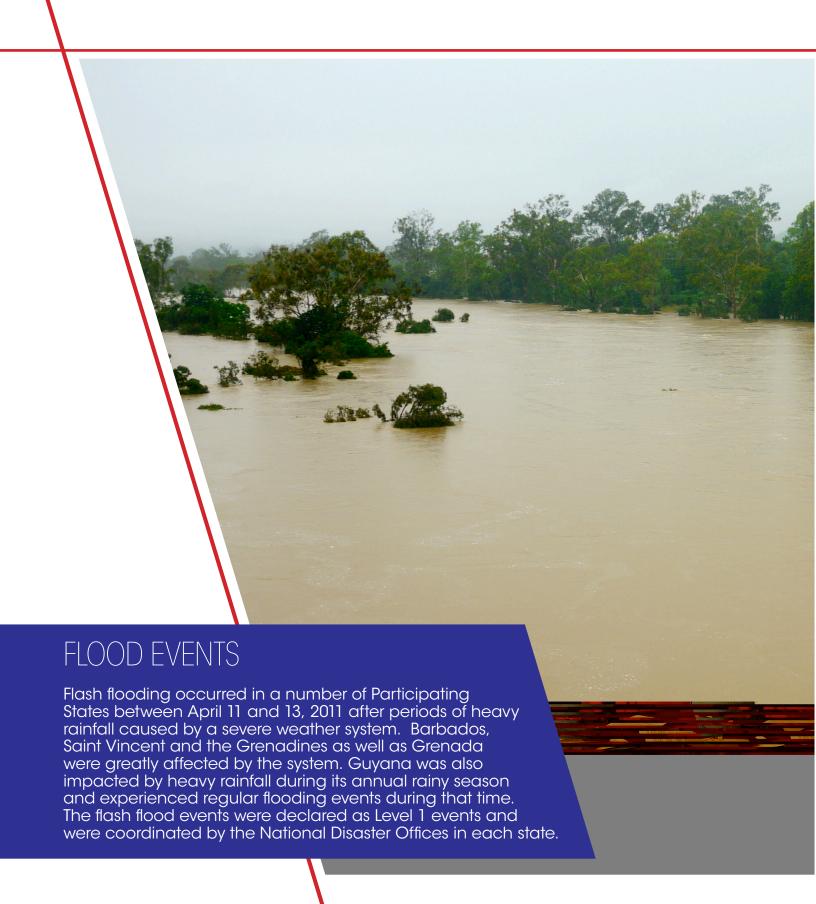
Hurricane 'Irene'

Hurricane Irene was a large and very destructive hurricane, which affected much of the Caribbean and the East Coast of the United States. The first hurricane, and first major hurricane of the 2011 hurricane season, Irene impacted three of CDEMA PS (Turks and Caicos Islands, Bahamas and Haiti) on August 23 – 26, 2011. Throughout its path, Irene caused widespread destruction and at least 2 deaths (in Haiti) and monetary losses in the Caribbean estimated to be as high as US\$3.1 billion.

Tropical Storm 'Ophelia'

Tropical Storm Ophelia passed through the Lesser Antilles initially as a remnant low after an initial peak of 65 mph in the Atlantic. However, by September 28, 2011 it regained tropical storm status as it moved north to north-east of the Leeward Islands. Ophelia would later re-strengthen to a Category 4 hurricane, and reach a peak intensity of 140 miles per hour before moving into colder sea surface temperatures on October 3, 2011 (some 13 days after becoming a Tropical Storm in the Atlantic). The passage of the weather system Ophelia on September 28, 2011 had adverse effects and created substantial damage along several communities, particularly along the west coast of Dominica. Flood damage was significant in areas from Canefield to St. Joseph. Tropical Storm Ophelia was categorized as a Level 1 event and managed locally by the ODM in Dominica.





OTHER EVENTS

Aircraft Accident

At approximately 11:40 am on Wednesday, April 13, 2011 a CESSNA 421 aircraft, registration number N511LC, piloted by Mr. Silvanus Ernest, crashed landed at the George FL Charles Airport in St. Lucia. The aircraft which came to a stop on making contact with the airport perimeter fence perpendicular to the Nelson Mandela Drive at Vigie. No fatalities were reported from the accident.

Automobile Accidents

Road traffic injuries remain an important public health problem, particularly for lowincome and middle-income countries. Road traffic accidents are one of the most deadly hazards in the Caribbean.

NEMO Saint Lucia reported that a mass casualty event affected the island on November 10, 2011. A bus carrying passengers to Choiseul village plunged into the sea at Morne Sion Road. The victims were all from Dugard in the quarter of Micoud. The death toll was reported at seventeen (17) with 0 survivors.

Fire

NEMO St. Lucia reported a fire took place at the Vieux Fort landfill on 18th October, 2011. Upon investigation it was revealed that the mountain of used tyres were ablaze. Approximately two hundred thousand (200,000) tyres were engulfed by the flames, which released smoke, ash and toxic fumes affecting the residents of the surrounding areas.

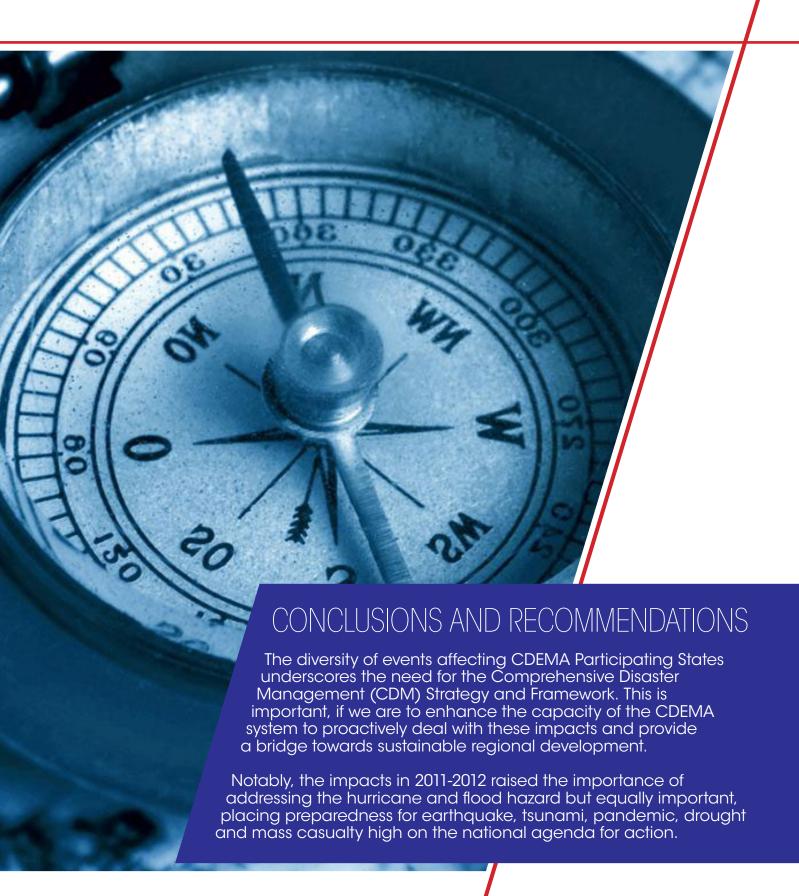
Dam Collapse

The Mahieu Dam in Dominica collapsed on July 28, 2011 at approximately 12:30

a.m. The collapse caused considerable damage to roads, infrastructure, agriculture and utilities. As a result, the Government of the Commonwealth of Dominica declared an ecological disaster in the area of the Layou valley. At about 8:00 p.m. that same night there was a second breach of the dam, which resulted in a flash flood and a subsequent landslide. While there were no casualties or fatalities. there were substantial damage to roads, infrastructure, agriculture and utilities. Thirteen private dwellings were affected, the Clark Hall bridge was washed away and the areas from the east to west of the bridge were impassable. The ODM in Dominica declared a Level 2 event and requested CDEMA's assistance in sourcing a hydrologist to conduct an assessment on the collapsed dam. Caribbean Institute for Meteorology and Hydrology (CIMH) provided the requisite support and the assessment was carried out by Dr. David Farrell.

Sargassum (Sea Weed)

The Sargassum (sea weed) washed up on the beaches of Antiqua & Barbuda, Barbados, Saint Lucia and Saint Vincent and the Grenadines during the months of July and August, 2011. Other states also reported sightings, including the British Virgin Islands. Initially, there were concerns that it caused a gaseous odor, which may be toxic. However, this was not confirmed when tested. The arrival of the Sargassum was categorized as a Level 1 event in each affected Participating State, excluding the British Virgin Islands and coordinated by the local NDOs. The Sargassum was mainly a nuisance to hotels, fishermen and recreational users of the coastal areas.





SECTION THREE

This section presents an account of the progress made in 2011-2012 by Participating States in advancing CDM at the national level by highlighting some of the major results achieved.

ANGUILLA

National Adaptation Workshop for Tsunami and Other Coastal Hazards Protocols February 7-8, 2011 - CDEMA through the support of the Australian Agency for International Development (AusAID) is supporting the enhancement of mechanisms for notification and dissemination of warning information on tsunami and other coastal hazards to at risk coastal populations in its Participating States.

The first of six two day national adaptation sessions in selected Participating States was held in Anguilla under the auspices of the Department of Disaster Management (DDM), Anguilla.

During the workshop, national representatives:

- Became familiar with the Model tsunami and storm surge warning information dissemination protocols,
- Supported the adaptation of a country-

- specific tsunami warning information dissemination protocols,
- Tested country-specific tsunami protocols through table-top exercises, and
- Evaluated national warning information dissemination protocols toward the development, promotion and adaptation of country-specific tsunami protocols.

The workshop also informed the expansion of the tsunami and other coastal hazards end-to-end warning system, and complemented other outputs of the Tsunami and other Coastal Hazards Warning Systems Project including the development of multi-media materials, the execution of campaigns to raise public awareness, and the reproduction of multi-media educational materials for teachers.

ANTIGUA & BARBUDA

Sub-Regional Consultation of the CDEMA System

February 14-15, 2012 - The second annual consultation among senior government officials of the Eastern Sub-Region of the CDEMA system was convened in Antigua and Barbuda under the auspices of the National Office of Disaster Services

(NODS). The two day consultation brought together National Disaster Coordinators and Permanent Secretaries from Antigua and Barbuda, Montserrat, St. Kitts and Nevis and the Virgin Islands as well as the Deputy Governor of Anguilla. The meeting provided an opportunity for these key stakeholders to familiarise themselves with national and regional disaster operational plans, have better understanding of the roles and responsibilities of the Sub-Regional Focal Points (SRFPs) in the CDEMA Regional Response Mechanism (RRM) and share updated contact information. This forum also provided an opportunity for these policy and decision makers to provide input into emergency response coordination planning of the Eastern subregion.

CDEMA facilitated this sub-regional consultation as part of a broader initiative of the €1.8 million ACP-EU funded Disaster Risk Management 3-year Sub-Regional Programme which seeks to build the resilience of nations and communities in the Caribbean to hazard impacts.

THE BAHAMAS

Community Disaster Risk Reduction Intervention

During 2011, CDEMA, through the ACP-EU's Disaster Risk Management Subregional Programme, implemented its "Enhanced Community Resilience Planning" programme in several of its Participating States. Components of the programme included the conduct of community vulnerability assessments and risk profiles as well as the assessment of emergency communications systems and arrangements of beneficiary communities. Additionally, the programme involved the implementation of a micro community disaster risk reduction project and/or the provision of emergency equipment to communities based on identified needs. The National Emergency Management Agency (NEMA) of the Bahamas identified the district of Northern Eleuthera for the proposed community interventions. In Northern Eleuthera, project activities were

initiated in February 2011, by a technical team technical team from the ACP-EU project in collaboration with the National Emergency Management Agency (NEMA), the Administrator's Office and the communities of the Northern Eleuthera district. Community sensitization on the project and broader Disaster Management issues. Outputs of these activities included:

- Development of Community Hazard Maps for Harbour Island, Current and the Bluff (developed by the community);
- Development of Vulnerability Assessment and Risk Profile for the above-mentioned communities.
- Assessment of the community's emergency communication capabilities.
- Identification of community vulnerabilities and possible mitigation measures; and
- Development of a Plan of Action for implementation of a community disaster risk reduction initiative.

Additionally, some mitigative works to improve drainage conditions were supported by the project for Harbour Island, based on prioritization by the community.

BARBADOS

CDRU Training

August 9-12, 2011 - The annual training workshop for the Caribbean Community Disaster Relief Unit (CDRU) was conducted at the Amaryllis Beach Resort, Christ Church, Barbados. The thirty-three military, police and fire departments personnel who attended the workshop were appointed to the 2011/2012 CDRU and were drawn from thirteen CDEMA States including Barbados. The training aimed to orient participants to the CDRU and was hosted jointly by the CDEMA, the Regional Security System's (RSS) and the United States Southern Command (US SOUTHCOM).

Participants were trained to support CDEMA's humanitarian assistance in response and relief operations following a disaster impact in the eighteen CDEMA Participating States. The main tasks of the CDRU include management of relief



supplies, emergency telecommunications support and the provision of appropriate personnel for repairing critical lifeline facilities.

Workshop facilitators included personnel from CDEMA, the Regional Security System (RSS), the Department of Emergency Management (Barbados), the Barbados Defence Force, the Pan-American Health Organisation, the United States Agency for International Development/Office for Foreign Disaster Assistance (USAID/OFDA), Federal Emergency Management Agency (FEMA) and US SOUTHCOM.

BELIZE

DRR Capacity Building Workshops

January 24 – 27, 2012 - The CDEMA CU in collaboration with the National Emergency Management Organisation (NEMO) of Belize, hosted capacity building workshops to address disaster risk reduction related to the safety of schools and to the agriculture sector. The intervention was supported under the CARICOM/Brazil/FAO Cooperation Programme on disaster risk reduction.

The workshop held on January 24 in the Dangriga area of Belize, sought to build capacity in relation to the safety of schools and brought together disaster management and education stakeholders. The workshop, which was facilitated by Consultant, Dr. Balfour Spence, reviewed the Model Knowledge Management Toolkit which was drafted under an earlier phase of the project, and provided an opportunity for the engagement of stakeholders in adaptation of a Disaster Jeopardy Game which can be used to promote disaster awareness and interest in disaster risk management issues among school children ages 5-15 years.

On January 26 and 27, a workshop was held in the Central Farm area of Belize that brought together rural livelihood stakeholders with the objective of collectively identifying good practices utilized by farmers and fisheries to mitigate against the impacts from hydrometeorological hazards. This workshop also sought to engage the stakeholders in the development of a community-based agricultural disaster risk management (CBADRM) plan with facilitation and oversight from Dr. Spence.

In his closing remarks at the workshop on January 27, the CDEMA Executive Director, Jeremy Collymore, acknowledged the support of the Government of Brazil for these activities under the Cooperation Programme, and urged participants to champion the advancement of some of the outcomes of the workshops.

DOMINICA

Safer Building Training

July 2011 - The Dominica State College, in collaboration with the Office of Disaster Management (ODM), Dominica delivered a series of Safer Building Courses targeting to builders and contractors in Dominica. The materials for the course were developed by CDEMA under its Comprehensive Disaster Management (CDM) Harmonised Implementation Programme supported by the Canadian International Development Agency (CIDA), the UK Department for International Development (DFID) and the Austrian Agency for International Development (AusAID). CDEMA also provided some financial and technical support to the DSC to ensure that good quality resources were available to deliver the course.

The objective of the Safer Buildings course is to provide training in techniques for constructing safer residential buildings. In Dominica, the course was facilitated by local experienced professionals who had themselves received training in instructional strategies in June of the same year at the DSC. It consisted of 30 contact hours plus seven site visits and covered critical aspects of residential buildings including: roofs, walls, floors, foundations, pre-construction planning and post construction maintenance.

A significant benefit of the Safer Buildings

course, for successful participants, was the certification in the construction of Safer Buildings; hence making them more marketable in the construction industry.

GRENADA

April 25-30, 2011

Tsunami and Other Coastal Hazards Public Awareness and Education Campaign The Grenada National Disaster Management Agency (NaDMA) implemented a five (5) day Tsunami and Other Coastal Hazards Public Awareness and Education (PAE) campaign in partnership with the Caribbean Disaster Emergency Management Agency (CDEMA) and funded by the Government of Australia, Agency for International Development (AusAID).

The campaign's main objective was to promote increased awareness about tsunami and other coastal hazards risks and also to empower those in roles of responsibility and influence with the correct tools to dissemination tsunami information. The strategic launch of Easter Monday Bank Holiday, April 25, 2011, ensured the campaign started its essential tsunami message with great impact. The 'Know the Natural Warning Signs' beach signage was unveiled on the picturesque Grand Anse Beach in the Saint George Parish. This renowned local and tourist location was ideal for conducting surveys and highlighting the importance of tsunami preparedness. Presentations were made by Ms Pamela Knights, Information Officer/ Documentalist on behalf of Mr. Jeremy Collymore, Executive Director of CDEMA: Mr. Benedict Peters, National Disaster Coordinator for NaDMA; and Mr. Nazim V. Burke, Minister for Finance and Foreign Trade.

The campaign message engaged a diverse cross section of community groups by utilizing varied mediums, such as television PSA, radio PSA, print media, Facebook and SMS messaging. The viral campaign enabled the public to absorb small pieces of information quickly with '5

Tsunami Facts' texted and posted on each day of the campaign.

GUYANA

Community Flood Simulation

May 19, 2012 - Officials and volunteers from the Civil Defence Commission (CDC) together with the members of the Japanese International Co-operation Agency (JICA) engaged residents of the Upper Mahaica communities of Little and Big Baiboo in testing its readiness for emergency flood operations. The simulated exercise involved the establishment and testing of a Community Emergency Operation Centre and the establishment and activation of two shelters at the health centre and the Baiboo Government School. Some 40 residents from the community were involved.

During the exercise, the residents together with CDC personnel were required to demonstrate requisite systematic actions to be taken in the event of a real time flood hazard which had the potential to wreak physical, material and economic havoc on the community. Residents were issued handheld VHF radios to enable communication and members of the Upper Mahaica Preparedness and Response Committee were issued with kits, including long boots, raincoats, hats and T-shirts.

Operating in various teams designed to activate health, shelter, medical, transportation, warning and relief, the residents successfully simulated all aspects of the Community Flood Preparedness and Response Plan. This included the activation of the early warning system for the communities by way of providing warning announcements, disseminating of necessary information to citizens, testing of evacuation routes utilising signage and hazard maps erected in the community, and the evacuation of cattle and residents from the "affected" areas to safe places where they would be out of danger. Additionally, the exercise allowed for the simulation of the provision of medical and relief assistance.



This initiative aimed at improving community level flood preparedness was part of a broader regional intervention, the Caribbean Disaster Management (CADM) Project Phase II implemented under the CARICOM/Japan Technical Cooperation Agreement through CDEMA and with the support of JICA. The Project aims to mitigate disaster damages in CDEMA Participating States through enhancement of community resilience to the flood hazard and is being piloted in five States - Belize, Dominica, Grenada, Guyana and Saint Lucia. Floods have been identified as the most common and frequent event that impact the eighteen (18) Participating States of CDEMA.

HAITI

Earthquake Contingency Plan Adaptation Workshop

March 16-17, 2011 - The CDEMA CU hosted an Earthquake Contingency Plan Adaptation Workshop for Haiti, supported under the by the Australian Agency for International Development (AusAID), as an extension of the Earthquake Readiness Capacity Building Project, previously implemented by CDEMA. Facilitated by a Consultant, the workshop brought together personnel critical to earthquake management and response to enhance the level of preparedness for the earthquake hazard. Specifically, the workshop sought to improve capacity for earthquake contingency planning through adaptation of a Model Contingency Plan.

Key outputs of the workshop were development of and orientation to a draft of the national adapted earthquake contingency plan through a table top exercise; and an enhanced understanding among participants of roles and functions of key agencies and sectors at the national level as they relate to earthquake contingency planning.

JAMAICA

National Earthquake and Tsunami Simulation Exercise

January 13, 2012 - Jamaica's National Earthquake and Tsunami Simulation Exercise 2012 (NaSIMEX 2012) was supported through the CDEMA Country Directed Fund (CDF) Mechanism at a cost of approximately JM\$4.5 million. The CDF was accessed through the Comprehensive Disaster Management Harmonization Implementation Programme (CDM-HIP) which receives financial support from the United Kingdom Department for International Development, Canadian International Development Agency and Australian Agency for International Development. The overall objective of NaSIMEX 2012 was to enhance national earthquake readiness and assess the level of inter-agency coordination for a major emergency response at the National and Parish Levels.

On Wednesday February 15, 2012 the ODPEM in collaboration with a number of its partner agencies and parish councils, staged a series of earthquake drills across the island. The drills included the participation from communities, schools and businesses with the aim to test the response of critical agencies and institutions to an earthquake and tested the knowledge of Standard Operating Procedures, including evacuation, assembly and roll call.

The final NaSIMEX 2012 exercise was concluded on Thursday, February 16 at the Office of Disaster Preparedness & Emergency Management's (ODPEM) headquarters. The table top exercise examined the development of a plan to ensure the most rapid response to international Urban Search & Rescue (USAR) teams to Jamaica in the after math of a major earthquake event. The multi agency team involved in the exercise addressed key issues that would be required in a plan for external assistance in USAR. These included the mobilization for external assistance, reception of the team,

deployment, employment and repatriation. NaSIMEX will be an annual event for the ODPEM and its partner agencies.

MONTSERRAT

Disaster Management Workshop

May 2011 - The Disaster Management Coordination Agency (DMCA hosted a disaster management workshop), which was attended by heads of government departments and agencies and facilitated by Director Billy Darroux and other members of staff. The workshop provided an opportunity to evaluate the readiness of key departments to handle a disaster.

Following the half-day workshop, the director said participants were able to apply the more comprehensive approach to the management of disasters which he emphasised can happen during the hurricane season, or at any other time.

The workshop also addressed the need to improve inter-agency communication especially in relation to disseminating critical information prior to events with enough lead time to make adequate preparations.

SAINT LUCIA

Public Awareness Activities

In 2011 the CDEMA CU shared tsunami material with the NEMO Secretariat. Some of the material was produced in French. This material was distributed to the Secondary Schools where students study the French Language. A small sample was also shared with the Governor General who is a fluent French speaker, as well as the French Ambassador.

In collaboration with AusAID and CDEMA, a Public Service Announcement was created in boh English and Creole and distributed to nineteen radio stations and eleven television stations in the island. The PSA was also aired at supermarkets which offer eAdvertising. Shoppers were able to view the PSA as they waited in line by the cashier.

ST. VINCENT AND THE GRENADINES

and the Grenadines.

Enhancement of NEMO Service Delivery
August 16-19, 2011 - The St. Vincent and
the Grenadines National Emergency
Management Organization (NEMO) in
collaboration with CDEMA undertook a
four-day collaborative effort to enhance
NEMO's capacity to effectively deliver
disaster management service in St. Vincent

The main results of the four-day collaboration were:

- An enhanced awareness of key national stakeholders of the comprehensive disaster management (CDM) vision for the region and St. Vincent and the Grenadines.
- A strategic approach developed for the implementation of CDM activities in St. Vincent and the Grenadines;
- 3. Discussions initiated with the educational institutions and key stakeholders in the physical planning and construction industry on a national approach to deliver training in safer building techniques to practitioners in the informal construction sector in St. Vincent and the Grenadines;
- NEMO ICT infrastructure operationalised for effective delivery of CDM activities in the country; and
- NEMO staff and other relevant national stakeholders oriented and trained in the use of the improved ICT applications and infrastructure.

The support provided to NEMO by CDEMA included the upgrade of NEMO's Documentation Center, ICT equipment to include several laptops, a Broadband Global Area Network (BGAN) satellite terminal- internet redundancy, hardware for the establishment of an office network and the upgrade of national emergency operation center.

CDEMA was able to provide this support due the generous support provided by donor partners to include the Canadian International Development Agency (CIDA), the European Union (EU), DFID-UK Department for International Development and the AusAID the Australian Agency for International Development.

SURINAME

CDEMA Country Support Mission

May 19-20, 2011 - The CDEMA CU conducted a country support mission to Suriname during which the Executive Director, Jeremy Collymore met with senior officials of the Government, including the Ministry of Defence, and the National Coordination Center for Disaster Relief (NCCR), to discuss and identify areas of support with regard to advancing CDM and deepening collaboration between the CDEMA CU and Suriname. This was the first such mission since Suriname joined the agency.

Discussions focused on the national Disaster Risk Reduction (DRR) Programme and the technical and other support that is available to Suriname as a CDEMA Member State. The objective of the high-level consultations was to assist the CDEMA CU in determining the extent of support required, and establishing a shared understanding of expectations of the partnership.

CDEMA receives funding from several donor agencies to undertake a wide range of projects and programs relevant to the regional comprehensive management strategy and framework and aimed at reducing Disaster Risk Reduction and the effects of climate change in the Caribbean region.

TRINIDAD AND TOBAGO

Model Tsunami Warning Information Dissemination Workshop

March 21-22, 2011 - The CDEMA CU hosted a workshop in Trinidad and Tobago to present and provide an orientation to the Model Tsunami Warning Information Dissemination Protocol for the CDEMA Participating States, including the conducting of table top exercises to assist in the identification

of national level gaps and the proposal of systems, mechanism and resources to address them. This workshop was supported by AUSAID as part of a project to advance a previous initiative of the CU to empower coastal communities within its PS to prepare for and respond to tsunamis and other coastal hazard. There were over 30 workshop participants representing a range of public, private and non-Governmental agencies. The knowledge gained through the presentation of the Model Tsunami and Storm Surge Protocols enabled participants to have informed group discussion that facilitated further adaptation of the protocols to the specific characteristics and institutional framework of the country.

TURKS AND CAICOS ISLANDS CERT Training

September 18 - 30, 2011 - The CDEMA CU provided support to the Department of Disaster Management (DDM) in the Turks and Caicos Islands for conducting Community Emergency Response Team (CERT) Training for five communities in Providenciales in order to establish a nucleus of First Responders. The support was provided through the Comprehensive Disaster Management Harmonized Implementation Programme: Phase 1 (CDM HIP) under the Country Directed Fund (CDF) mechanism. The CERT Training was modeled after the Pilot which was successfully conducted in Montserrat, February 2009 and contributed to the enhancement of understanding by local communities on priority hazards and related mitigation strategies as well as the objective of developing community groups the are self sufficient and can prepare for and respond to disasters. Five team leaders were also selected and tutored to provide the day to day leadership of the teams.

VIRGIN ISLANDS

School Health and Safety Policy Developed

The DDM, in partnership with the Ministry of Education & Culture and the Department of Education, with financial support from DFID, UKAID and the Living Schools Project supported under the CARICOM/ Brazil/FAO implemented by CDEMA, developed a Health and Safety Policy with Assessment Criteria for the education sector. The policy establishes minimum standards for school design, construction, maintenance and structure and nonstructural mitigation components. As a means of operationalizing the policy once it was approved an assessment tool was administered to all schools in 2012 to determine the certification status of each institution.

Anegada Selected as Pilot State Under ACP/EU Project

The Disaster Risk Management Sub Regional Programme under the ACP-EU Natural Disaster Facility, targets its interventions at all levels in an effort to enhance human safety, reduce social, economic and environmental costs of natural disasters and build more resilient communities of the CDEMA Participating States. The Virgin Islands was selected among twelve CDEMA Participating States to benefit from interventions at the community/local level (component 3 of the Programme - Enhanced Community Resilience Planning). Based on the advice of the Department of Disaster Management, the island of Anegada was used as the pilot area. Consultations took place with various stakeholders on Anegada, an area identified for intervention, two local companies sourced to provide estimates for the works to be completed. A full assessment of the emergency communication needs for the island was conducted and a list of equipment submitted for procurement.



ADMINISTRATION

During the reporting period, the following key administrative activities were completed:

ENHANCEMENT OF CDEMA CU INTERNAL OPERATIONS

Development of the CDEMA CU Procurement Policy

Specifically, the Policy was developed in support of strengthening internal control systems to monitor and track the effective use of resources and to ensure the acquisition of goods and services at the best combination of price, quantity, quality and to ensure that the conduct of CDEMA's business is consistent with the goals and objectives of CDEMA's programmes, international regulations and specific donor requirements. The CDEMA Coordinating Unit procurement policy consolidates and enhances existing rules and regulations governing the process of acquiring goods and services needed by the Agency for efficient functioning. The primary driving force for its development was to control all spending. The Procurement Policy and System Manual which was approved by the CDEMA Council at its 1st meeting will deepen the governance process of the agency, promote improved efficiency of operations and strengthen our purchasing and negotiation position with anticipated savings in costs and time. This policy was tested and the real benefits realized as the current economic environment and slow collection rate of assessed contributions has forced the CDEMA CU to manage cash flows, control costs and devise strategies to maintain its operations.

ENHANCEMENT OF HUMAN RESOURCES

Finance Training

The financial management system of the CU was upgraded under the period in review. During this time, both finance and

project staff received training in use of the newly upgraded system. While the staff from the Finance Department was instructed in changes to the International Accounting Standards Training was facilitated by the ACCA entity in Barbados.

LANGUAGE TRAINING

Language training was conducted for twenty (20) staff members of the CDEMA Coordinating Unit and eighty-nine (89) persons from the CDEMA Participating States. The strengthening of the foreign language skills of the CDEMA will support its mandate in its non-English speaking Participating States of Suriname and Haiti. Under the Rosetta Stone language training programme, participants studied one of four languages, Spanish, French and Dutch and English.

FINANCE

This section provides a statement of CDEMA's financial position, and statement of revenue and expenditure as of August 31. 2012, expressed in Barbados and East Caribbean dollars.

Management of CDEMA is responsible for the preparation of financial statements in accordance with International Financial Reporting Standards which includes design, implementation and maintenance of internal control to ensure that such statements are free from misstatement, whether as a result of fraud or error; selecting and applying appropriate accounting policies; and making reasonable accounting estimates. These statements must be presented to the Council of CDEMA for approval.

CDEMA contracts independent auditors to conduct an audit of financial statements in accordance with International Standards on Auditing.



"The Accountants' Centre." River Road. St. Michael, Barbados. W.I. Tel: (246) 429-9645 Fax: (246) 429-9646 Email: theaccountantcentre@caribsurf.com

INDEPENDENT AUDITORS' REPORT

To the Council of Caribbean Disaster Emergency Management Agency

position as of August 31, 2011, the statement of changes in fund balances, the statement of revenue and expenditure and the statement of cash flows for the year We have audited the accompanying financial statements of Caribbean Disaster Emergency Management Agency, which comprise the statement of financial then ended, and a summary of significant accounting policies and other explanatory notes. Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making Standards. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial accounting estimates that are reasonable in the circumstances. Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.



Auditors' report (continued)
Caribbean Disaster Emergency Management Agency

In our opinion the financial statements presents fairly in all material respects, the financial position of the Agency as of August 31, 2011 and the results of its operations and its cash flow for the year ended in accordance with International Financial Reporting Standards.

Chartered Accountants

February 3rd, 2012 Bridgetown, Barbados

	TOTAL TOTAL BDS EC	13,8	20,744 06,504 11,343,963 15,314,351	228,051 307,869	9,307,739 \$ 11,572,014 \$ 15,622,220	1,035,184 1,397,499 7,293 9,846	1,042,477 1,407,345
2010	PROJECTS BDS		9,125,963	181,776	9,307,739 \$ 1	139,130	139,130
	CU BDS	1,401,004	8,519	46,275	\$ 2,264,275\$	- 896,054 7,293	903,347
	TOTAL	20,499,137	69,934	195,408		100,931	1,941,944
	TOTAL	15,184,546 1,404,907	51,804	144,746	\$16,786,003 \$ 22,661,103	74,764	1,438,478
2011	PROJECTS BDS	13,776,801 308,695	24,999	104,626	\$ 14,215,121	257,763	257,763
	CU	1,407,745	2,530,762	40,120	\$ 2,570,882	74,764 1,105,951	1,180,715
	Notes	r 4	00	w		9 10	
		Current assets Cash and bank Accounts receivable, net	Prepaid expenses	Property, plant and		Current liabilities Bank overdraft Accounts payable and accruals Advance contributions	

The accompanying notes form an integral part of these financial statements.

		2	2011			2010	0		
	CU	PROJECTS BDS	TOTAL	TOTAL	CU	PROJECTS BDS	TOTAL	TOTAL EC	
Fund balances Operating fund	1.109.743	Ĭ	1,109,743	1.498.153	1.088.035	9	1.088.035	1.468.848	
Emergency assistance fund	257,835	i	257,835	348,076	250,304	1	250,304	337,910	
Other restricted funds	1	13,957,358	13,957,358	18,842,435	1	9,168,609	9,168,609	12,377,622	
Fixed asset commitment reserve	1,078	1	1,078	1,455	1,078	1	1,078	1,455	
Capital expenditure reserve	21,511	i	21,511	29,040	21,511	t	21,511	29,040	
	1,390,167	1,390,167 13,957,358	15,347,525	20,719,159	1,360,928	9,168,609	10,529,537	14,214,875	
	\$ 2,570,882	\$ 2,570,882 \$ 14,215,121 \$ 16,786,003 \$ 22,661,103	\$ 16,786,003	\$ 22,661,103	\$ 2,264,275	2,264,275 \$ 9,307,739 \$ 11,572,014 \$ 15,622,220	11,572,014 \$	15,622,220	

Approved on February 3rd, 2012 by the Council.

Board Member

AD Remoon wells

Board Member

Caribbean Disaster Emergency Management Agency Statement of financial position August 31, 2011

(expressed in Barbados and Eastern Caribbean dollars)

TOTAL	2 1,353,769 7 6,736,416 4) (6.621,337)		5 332,539	1 337,910		(1,863,525)	12,377,622
2010 S TOTAL BDS	1,002,792 4,989,937 (4,904,694)	1,088,035	246,325	250,304	5,644,304	4,904,694 (1,380,389)	9,168,609
20 PROJECTS BDS	4,904,694	1	т 1	1	5,644,304	4,904,694 (1,380,389)	609,891,6
CU	1,002,792 85,243	1,088,035	246,325	250,304	,	3	3
TOTAL	1,468,848 4,987,639 (4,958,334)	1,498,153	337,910	348,076	12,377,622	1,506,478	18,842,435
11 TOTAL BDS	1,088,035 3,694,548 (3,672,840)	1,109,743	250,304	257,835	9,168,609	3,6/2,840	13,957,358
2011 PROJECTS BDS	3,672,840 (3,672,840)	1 ■			9,168,609	3,0/2,040	13,957,358
CU	1,088,035	1,109,743	250,304	257,835		. ,	
	Operating fund Balance - beginning of year Surplus for the year Less: Deficit on project activity	Balance - end of year	Emergency assistant fund Balance - beginning of year Net additions for the year	Balance - end of year	Other restricted funds Balance - beginning of year Net surplus on project activities	Direct transfers from (to) restricted funds	Balance - end of year

		2011	11				2010	•	
	CU	PROJECTS BDS	TOTAL	TOTAL		CU	PROJECTS BDS	TOTAL	TOTAL
Fixed asset commitment reserve									
Balance - beginning of year	1,078		1,078	1,455		1,078	1	1,078	1,455
Net additions for the year Balance - end of year	1,078	1 1	1,078	1,455		1,078	1 1	1,078	1,455
Capital expenditure reserve								<u>u.</u>	
Balance - beginning of year	21,511	ï	21,511	29,040		21,511	1	21,511	29,040
Net additions for the year	1	1	1	1		1	1	,	1
Balance - end of year	21,511	•	21,511	29,040		21,511		21,511	29,040
Total fund balances									
Balance - beginning of year	1,360,928	9,168,609	10,529,537	14,214,875	1,2	1,271,706	5,644,304	6,916,010	9,336,613
Excess of revenue over expenditure	21,708	:1	21,708	29,305		85,243	T.	85,243	115,079
Net additions for the year of emergency assistance fund	7,531	t.	7,531	10,166		3,979	V	3,979	5,371
Net additions for the year of other restricted funds	1	4,788,749	4,788,749	6,464,813			3,524,305	3,524,305	4,757,812
Balance - end of year	\$ 1,390,167	\$ 13,957,358	\$ 15,347,525 \$	20,719,159	\$ 1,3	1,360,928 \$	8 609,891,6	10,529,537 \$	14,214,875

			20	2011					2010	-	
	CU	S	PROJECTS BDS	Ĭ	TOTAL	TOTAL		CU	PROJECTS BDS	TOTAL BDS	TOTAL
Revenue											
Contributions from member states	1,367,409	409	,	1	1,367,409	1,846,002	_	1,367,409		1,367,409	1,846,002
Other contributions	130	130,634	14,276,308	14	14,406,942	19,449,373		64,910	14,027,728	14,092,638	19,025,062
	1,498,043	,043	14,276,308	15	15,774,351	21,295,375	-	1,432,319	14,027,728	15,460,047	20,871,064
Expenditure											
Staff costs	1,052,410	410	Y	1	1,052,410	1,420,753	1	1,007,937	r	1,007,937	1,360,715
Administrative expenses	299	299,789	1		299,789	404,716		264,356	1	264,356	356,881
Operational expenses	99	198,99	10,603,468	10	10,670,329	14,404,946		47,127	9,123,034	9,170,161	12,379,717
	1,419,060	090	10,603,468	12	12,022,528	16,230,415	1	1,319,420	9,123,034	10,442,454	14,097,313
Excess before under-mentioned items	78	78,983	3,672,840	8	3,751,823	5,064,960		112,899	4,904,694	5,017,593	6,773,751
Interest income	1.0	67,586			67,586	91,241		43,800		43,800	59,130
Increase in provision for doubtful contributions	(124,861)	(198			(124,861)	(168,562)		(71,456)		(71,456)	(96,465)
	(57.	(57,275)	1		(57,275)	(77,321)		(27,656)	r	(27,656)	(37,335)
Excess of revenue over expenditure	\$ 21.	21,708 \$	\$ 3,672,840	3	3,694,548 \$	4,987,639	ક્ક	85,243 \$	4,904,694 \$	4,989,937 \$	6,736,416

The accompanying notes form an integral part of these financial statements.

BDS BDS BDS A, 3,672,840 3,694,548 4, 86,369 120,785 5, 3,759,209 3,815,333 5, 17,226 (1,060) 118,633 328,530 3,805,178 3,765,178 5,	7. 4,5 1. 5,1	CU BDS 85,243 8,263 93,506	BDS 8DS 4,904,694 92,004 4,996,698	TOTAL BDS	TOTAL
7e 21,708 3,672,840 3,694,548 4,5 34,416 86,369 120,785 1 56,124 3,759,209 3,815,333 5,1 (18,286) 17,226 (1,060) 209,897 118,633 328,530 4 (40,000) 3,805,178 3,765,178 5,0	5,1	85,243 8,263 93,506	4,904,694		
7e 21,708 3,672,840 3,694,548 4,5 34,416 86,369 120,785 1 56,124 3,759,209 3,815,333 5,1 (287,735) (89,890) (377,625) (5 (18,286) 17,226 (1,060) 209,897 118,633 328,530 4 (40,000) 3,805,178 3,765,178 5,0	5,1	85,243 8,263 93,506 (106,469)	4,904,694 92,004 4,996,698		
34,416 86,369 120,785 1 56,124 3,759,209 3,815,333 5,1 (287,735) (89,890) (377,625) (5 (18,286) 17,226 (1,060) 209,897 118,633 328,530 4 (40,000) 3,805,178 3,765,178 5,0	5,1	8,263 93,506 (106,469)	92,004	4,989,937	6,736,416
56,124 3,759,209 3,815,333 5,1 (287,735) (89,890) (377,625) (5 (18,286) 17,226 (1,060) 209,897 118,633 328,530 4 (40,000) 3,805,178 3,765,178 5,0	5,1	93,506	4,996,698	100,267	135,361
(18,286) (89,890) (377,625) (5 (18,286) 17,226 (1,060) 209,897 118,633 328,530 4 (40,000) 3,805,178 3,765,178 5,0	\$)	(106,469)		5,090,204	6,871,777
(18,286) (377,625) (5 (18,286) 17,226 (1,060) 209,897 118,633 328,530 4 (40,000) 3,805,178 3,765,178 5,0	(\$)	(106,469)			
(18,286) 17,226 (1,060) 209,897 118,633 328,530 4 (40,000) 3,805,178 3,765,178 5,0			(10,996)	(117,465)	(158,577)
209,897 118,633 328,530 (40,000) 3,805,178 3,765,178 5,		(2,062)	(17,227)	(19,289)	(26,040)
(40,000) 3,805,178 3,765,178 5,		365,164	(35,411)	329,753	445,164
		350,139	4,933,064	5,283,203	7,132,324
(28,261) $(9,219)$ $(37,480)$	(50,599)	(1,951)	(113,546)	(115,497)	(155,921)
Proceeds from sale of property, plant and equipment	1	26,228	•	26,228	35,408
Net cash (used in) from investing (28,261) (9,219) (37,480) (50,599) activities		24,277	(113,546)	(89,269)	(120,513)

The accompanying notes form an integral part of these financial statements.

		2	2011				2010	0	
	CU	PROJECTS BDS	TOTAL	TOTAL		CU	PROJECTS BDS	TOTAL BDS	TOTAL EC
Cash flows from financing activities									
Contributions from private sector organisations	ı	1,115,909	1,115,909	1,506,478		1	(1,380,389)	(1,380,389)	(1,863,525)
Contributions received in advance	(7,293)		(7,293)	(9,846)		(29,650)		(29,650)	(40,027)
increase in emergency assistance fund contributions	7,531		7,531	10,166		3,979		3,979	5,371
Net cash from (used in) financing activities	238	1,115,909	1,116,147	1,506,798		(25,671)	(1,380,389)	(1,406,060)	(1,898,181)
Increase (decrease) in cash and cash equivalents	(68,023)	4,911,868	4,843,845	6,539,191		348,745	3,439,129	3,787,874	5,113,630
Cash and cash equivalents - beginning of year	1,401,004	8,864,933	10,265,937	13,859,015		1,052,259	5,425,804	6,478,063	8,745,385
Cash and cash equivalents - end of \$ 1,332,981	1,332,981	\$ 13,776,801	\$ 15,109,782 \$	20,398,206	69	1,401,004 \$	8,864,933 \$	10,265,937 \$	13,859,015
Cash and cash equivalents comprise:									
Cash and bank	1,407,745	13,776,801	15,184,546	20,499,137	53 74	1,401,004	8,864,933	10,265,937	13,859,015
Bank overdraft	(74,764)	1	(74,764)	(100,931)		1	1	: 1 2	
	1,332,981	13,776,801	15,109,782	20,398,206		1,401,004	8,864,933	10,265,937	13,859,015

Caribbean Disaster Emergency Management Agency Notes to the financial statements

August 31, 2011 (expressed in Barbados and Eastern Caribbean dollars)

. Principal activity

provide guidance and assistance, strategic planning, training and coordination to its member countries within its wide and comprehensive mandate of disaster management. Its activities include ensuring preparedness, provision of education, mitigation, management and recovery. The Agency is headquartered at Building #1, Manor Lodge Complex, St. Michael, Barbados. name The Caribbean Disaster Emergency Response Agency (CDERA) from its inception in September 1991 until August 31, 2009. Its objectives are to The Agency is a regional organisation which was established by the Caribbean States on September 1, 2009. The Agency previously operated under the

2. Adoption of standards

The Company has assessed the relevance of all standards, interpretations and amendments and has adopted the following International Financial Reporting Standards (IFRS), which are relevant to its operations.

Presentation of Financial Statements	Property, Plant and Equipment	Revenue	Employee Benefits
_	16	18	19
IAS 1	IAS	IAS	IAS

Accounting for Government Grants and Disclosure of Government Assistance

Where relevant, the appropriate changes to disclosure have been included in these financial statements.

Financial Instruments: Recognition and Measurement

Financial Instruments: Presentation

32 33

IAS

3. Significant accounting policies

Basis of preparation

These financial statements are prepared in accordance with International Financial Reporting Standards (IFRS) promulgated by the International Accounting Standards Board (IASB). IFRS incorporates all International Accounting Standards (IAS) and interpretations.

3. Significant accounting policies (continued)

Critical accounting estimates and judgements

The preparation of financial statements in accordance with IFRS requires management to make critical accounting estimates and apply judgement in applying accounting policies that affect the reported amounts of assets and liabilities as at the date of the financial statements and income and expenses during the reporting period. Estimates and judgements are continually evaluated based on historical experience and other factors, including expectations of future events and are deemed to be reasonable under the circumstances. Management believes that the judgements and estimates utilised in preparing the Agency's financial statements are reasonable and prudent.

Property, plant and equipment and depreciation

Property, plant and equipment are recorded at cost. Depreciation is provided on the reducing balance basis at rates based on the estimated useful lives of the assets. The annual rates used are:

Furniture and fixtures	20%
Office and other equipment	20%
Vehicles	331/3%
Computer equipment	20%
Computer software, books, periodicals, etc.	100%
Project assets	Over the life of the project

Project assets

Property, plant and equipment purchased or donated directly to the Agency are recorded at cost and depreciated over their estimated economic life. Property, plant and equipment contributed by donor agencies at close of projects are recorded at their net realizable value at the time of transfer. These assets are depreciated over their remaining estimated economic life.

Caribbean Disaster Emergency Management Agency Notes to the financial statements

August 31, 2011

(expressed in Barbados and Eastern Caribbean dollars)

Significant accounting policies (continued)

Foreign currencies

Assets and liabilities expressed in East Caribbean dollars have been translated at the rate of BDS \$1.00 = EC \$1.35.

Transactions arising during the year involving East Caribbean dollars, United States dollars and Euros are translated and recorded at the rate of EC\$1.35 = BDS\$1.00, US\$1.00 = BDS\$2.00 and EUR\$1.00 = BDS\$2.86.

Cash and cash equivalents

Cash and cash equivalents include unrestricted funds for the use of the general operations of the Agency and funds which are restricted for use by specific projects and programs. These funds are held in call and time deposit accounts which bear interest at rates between 0% and 3% per annum.

Revenue recognition

when the economic benefit of these contributions are received or become receivable by the Agency. Accordingly, revenue from contributing states is recognised at the beginning of each financial year when they become due. Funds received for grants and contributions from supporting agencies to support projects are initially recorded as restricted funds. Revenue is subsequently recognised based on the attainment of specific milestones or the The Agency receives revenue from contributing territories, donor agencies and other third party sources to fund its operations. Revenue is recognised fulfilment of specific contractual terms set out in the agreements with the agency.

Interest income

Interest income is recognised on an accrual basis.

Caribbean Disaster Emergency Management Agency Notes to the financial statements

August 31, 2011 (expressed in Barbados and Eastern Caribbean dollars)

. Accounts receivable, net

These amounts reflect the unpaid contributions to the agency by the participating countries, supporting agencies for expenditure reimbursed under an imprest system and other sundry debtors; less any provision necessary for the impairment of amounts receivable. Accounts receivable, net comprises:

	2011	11		2010	0	
	BDS	EC	BI	BDS	H	EC
Caribbean territories						
Guvana	351,123	474,016	32	327,159	4	441,665
Haiti	221,742	299,352	11	110,871	1	149,676
Dominica	190,616	257,332	19	190,605	2	257,317
St Kitts & Nevis	147,828	199,568	7	73,914		99,784
Suriname	147,828	199,568	7	73,914		99,784
Aptions and Barbuda	129,946	175,427	12	125,762	1	62,779
Grenada	118,198	159,567	7	44,284		59,783
Ismaica	17,989	24,284		4,849		6,546
Turks & Caicos Islands	6,648	8,975	7	36,957		49,892
St Vincent and the Grenadines	ı		63	36,957		49,892
British Virgin Islands	(120)	(162)		136		184
	1,331,798	1,797,927	1,02	1,025,408	1,3	1,384,302
Sundry debtors	539,974	728,964	34	343,878	4	464,235
	1,871,772	2,526,891	1,36	1,369,286	1,8	1,848,537
Provision for doubtful contributions	(466,865)	(630,267)	(37	(342,004)	4)	(461,705)
	\$ 1,404,907	\$ 1,896,624	\$ 1,02	1,027,282	\$ 1,3	1,386,832

Accounts receivable, net (continued) 4.

Sundry debtors consists of the following amounts

2010	EC	324,807	139,428	\$ 464,235
20	BDS	240,598	103,280	343,878
				69 I
	EC	516,591	212,373	728,964
2011				69
	BDS	382,661	157,313	539,974
			ļ	€ 9
		Funds owed to administration	Other receivables	

5. Property, plant and equipment

Barbados currency (BDS\$)

					2011					
	Office furniture	ice ture	Computer equipment	Office equipment	Motor vehicle	Computer software periodicals books	Pro	Projects assets	F-2	Total
Acquisitions Donor agencies	54	54,380 9,943	70,365	131,902	48,814	18,753	ε,	319,960		644,174
Cost - August 31, 2010	4	64,323	131,325	163,234	116,814	68,753	8	319,960		864,409
Additions			3,500	961	28	23,800		9,219		37,480
Cost - August 31, 2011	4	64,323	134,825	164,195	116,814	92,553	3	329,179		901,889
Accumulated depreciation Aug 31, 2010	28	58,054	129,967	159,202	82,198	68,753	_	138,184		636,358
Depreciation charge	1	1,254	825	996	11,538	19,833		86,369		120,785
Accumulated depreciation Aug 31, 2011	59	59,308	130,792	160,168	93,736	88,586	. 2	224,553		757,143
Net book value August 31, 2011	es	5,015 \$	4,033 \$	4,027	\$ 23,078	\$ 3,967	8	104,626	€9	144,746
Net book value August 31, 2010	9	6,269 \$	1,358 \$	4,032	\$ 34,616	· •	\$	181,776 \$		228,051

Project assets

Projects assets are items purchased using project funds and are used solely for the purpose of supporting the applicable project.

5. Property, plant and equipment (continued)

East Caribbean currency (EC\$)

	Total	869,636 297,317	1,166,953	50,599	1,217,552	859 084	163,060	1,022,144	195,408	307,869
	Projects assets	431,946	431,946	12,448	444,394	186 549	116,598	303,147	141,247 \$	245,397 \$
	Computer software periodicals books	25,317 67,500	92,817	32,131	124,948	92 817	26,775	119,592	5,356 \$	s9 1
2011	Motor	65,899 91,800	157,699	1	157,699	110 967	15,576	126,543	31,156 \$	46,732 \$
	Office equipment	178,068 42,298	220,366	1,296	221,662	214 923	1,304	216,227	5,435 \$	5,443 \$
	Computer equipment	94,993	177,289	4,724	182,013	175 456	1,114	176,570	5,443 \$	1,833 \$
	Office furniture 6	73,413	86,836	•	86,836	78 377	1,693	80,065	6,771 \$	8,464 \$
		Acquisitions Donor agencies	Cost - August 31, 2010	Additions	Cost - August 31, 2011	Acommissed domination Asia 21 2010	Depreciation charge	Accumulated depreciation Aug 31, 2011	Net book value August 31, 2011	Net book value August 31, 2010 \$

5. Property, plant and equipment (continued)

Barbados currency (BDS\$)

				0107				
	Office	Computer equipment	Office equipment	Motor vehicle	Computer software periodicals books	Projects assets		Total
Acquisitions Donor agencies	54,380 9,943	68,414	131,902	48,814 68,000	18,753 50,000	206,414		528,677 247,604
Cost - August 31, 2009	64,323	156,743	163,234	116,814	68,753	206,414		776,281
Additions	1	1,951	1	(0	Ð	113,546		115,497
Disposals	1	(27,369)	t		1	1		(27,369)
Cost - August 31, 2010	64,323	131,325	163,234	116,814	68,753	319,960		864,409
Accumulated depreciation Aug 31, 2009	56,487	129,748	158,194	77,869	68,753	46,180		537,231
Depreciation charge	1,567	1,359	1,008	4,329	1	92,004		100,267
Disposals	1	(1,140)		1	1			(1,140)
Accumulated depreciation Aug 31, 2010	58,054	129,967	159,202	82,198	68,753	138,184		636,358
Net book value August 31, 2010	6,269	\$ 1,358 \$	4,032	\$ 34,616	ı ₩	\$ 181,776	∨ 9	228,051
Net book value August 31, 2009	7,836	\$ 26,995 \$	5,040	\$ 38,945	· ·	\$ 160,234	69	239,050

5. Property, plant and equipment (continued)

East Caribbean currency (EC\$)

				2010			
	Office furniture	Computer equipment	Office equipment	Motor vehicle	Computer software periodicals books	Projects assets	Total
Acquisitions Donor agencies	73,413	92,359 119,244	178,068 42,298	65,899 91,800	25,317 67,500	278,659	713,715
Cost - August 31, 2009	86,836	211,603	220,366	157,699	92,817	278,659	1,047,980
Additions	1	2,634	r	1	î	153,287	155,921
Disposals	1	(36,948)	i P	1	1	1	(36,948)
Cost - August 31, 2010	86,836	177,289	220,366	157,699	92,817	431,946	1,166,953
Accumulated depreciation Aug 31, 2009	76,257	175,160	213,562	105,123	92,817	62,343	725,262
Depreciation charge	2,115	1,835	1,361	5,844	1	124,206	135,361
Disposals	1	(1,539)	ı	1	1		(1,539)
Accumulated depreciation Aug 31, 2010	78,372	175,456	214,923	110,967	92,817	186,549	859,084
Net book value August 31, 2010	8,464	\$ 1,833 \$	5,443 \$	46,732 \$	\$9 1	245,397 \$	307,869
Net book value August 31, 2009	10,579	\$ 36,443 \$	6,804 \$	52,576 \$	9	216,316 \$	322,718

Caribbean Disaster Emergency Management Agency Notes to the financial statements

August 31, 2011 (expressed in Barbados and Eastern Caribbean dollars)

6. Fixed asset commitment and capital expenditure reserves

In the 2007/2008 budget of the Agency, the Board approved the establishment of a fixed asset commitment reserve and a capital expenditure reserve to specifically fund the future acquisition of assets to be used for the co-ordinating unit's activities.

7. Cash and bank

		2	2011			2	2010	
		BDS		EC		BDS		EC
General funds		100,002		135,003		281,877		380,534
Restricted general funds		2,870,104		3,874,640		4,482,916		6,051,936
Restricted project funds		11,464,359		15,476,885		4,892,105		6,604,342
Gratuities	ļ	750,081		1,012,609	1	606,039		822,203
	69	15,184,546 \$ 20,499,137	69	20,499,137	69	10,265,937 \$ 13,859,015	69	13,859,015

8. Prepaid expenses

		72	2011			2	2010	
		BDS		EC		BDS		EC
Prepaid - co-ordinating unit		26,805		36,186		8,519		11,500
Prepaid - projects		24,999		33,748		42,225		57,004
	59	51,804	6/3	69,934	S	50,744	8	68,504

9. Bank overdraft

The bank overdraft has a maximum limit of BDS\$111,000. The account is unsecured and bears interest at the prime rate of 8.05% per annum.

10. Accounts payable and accruals

	2	2011		2	2010	
	BDS	EC		BDS		EC
Accounts payable	348,914	471,033		273,538		369,276
Employee related payable	737,855	996,104		583,383		787,567
Other payables	19,182	25,896		39,133		52,830
Funds due to projects	257,763	347,980		139,130		187,826
	1,363,714	1,841,013	l.	1,035,184		1,397,499
Advance contributions	1	1		7,293		9,846
	1,363,714	\$ 1,841,013	⊌9 9	1,042,477	69	1,407,345

The employee related payable is comprised of a defined contribution plan administered by the Agency. Under the post-employment benefit plan, employer and employee contributions bear interest at a rate of between 3% and 5.25% (2010 - 3% to 5.25%) per annum. The Agency's contribution for the year totalled \$381,215 (2010 - \$381,139).

10. Management compensation

Management compensation for the year is comprised as follows:

2010							1,944 1,296
2011	639,7	107,5	131,9	10,3	9,1	8,9	1,9
sed as rollows:							
Management compensation for the year is comprised as follows:							
pensation for th		wance					
iagement com	aries	y/housing allo	tuity	vel	Entertainment	Health	Telephone

11. Financial instruments

Financial assets of the Agency consist of cash and accounts receivable. Financial liabilities include bank overdraft and accounts payable and accruals.

Cash and credit risk

Cash and cash equivalents are placed with reputable banks. Credit risk on receivables is limited as accounts receivable are shown net of provision for doubtful contributions.

11. Financial instruments (continued)

Currency risk

assets and liabilities. The Agency's financial assets and liabilities are settled in Barbados dollars which is also the functional currency of the Foreign currency risk arises from the possibility of significant fluctuations in exchange rates at the settlement dates of the Agency's financial company. The Agency is therefore not exposed to significant currency risk.

Fair value

Fair value amounts represent the approximate values at which financial instruments could be exchanged in an arms length transaction between two parties. The fair values of the Company's financial instruments are considered to approximate their book values.

COMMITTEES

MEMBERS OF THE TECHNICAL ADVISORY COMMITTEE

ANGUILLA

Ms Melissa Meade

Department of Disaster Management

ANTIGUA AND BARBUDA

Mr Philmore Mullin

National Office of Disaster Services

BAHAMAS

Captain Stephen Russell

Bahamas National Disaster Management Unit

BARBADOS

Ms Judy Thomas

Department of Emergency Management

BELIZE

Mrs. Noreen Fairweather

National Emergency Management Organisation

DOMINICA

Mr Nathanael Isaacs

Office of Disaster Management

GRENADA Mr Benedict Peters

National Disaster Management Agency

GUYANA

Col. Chubilall Ramsarup

Civil Defence Commission

HAITI

Mr Abel Nazaire

Civil Protection Directorate

JAMAICA

Ronald Jackson

Office of Disaster Preparedness and Emergency

Management

MONTSERRAT

Mr. Billy Darroux

Disaster Management Coordination Agency

SAINT KITTS AND NEVIS

Mr Carl Herbert

National Emergency Management Agency

SAINT LUCIA

Mr Julian Dubois

National Emergency Management Organization

SAINT VINCENT AND THE GRENADINES

Mr. Howie Prince

National Emergency Management Office

SURINAME

Lt. Col. Jerry Slijingard

National Coordination Center for Disaster Relief

TRINIDAD AND TOBAGO

Dr. Stephen Ramroop

Office for Disaster Preparedness and Management

TURKS AND CAICOS

Mr Horatio Tuitt

Department of Disaster Management

VIRGIN ISLANDS

Ms Sharleen Dabreo

Department of Disaster Management

CARICOM

Secretariat

Mr Garfield Barnwell

LIST OF DELEGATES
TO THE CDEMA COUNCIL, 2011

Chair: Honourable Charles A. Savarin – The Commonwealth

of Dominica

COUNCIL DELEGATES

Antigua and Barbuda The Honourable Wilmouth Daniel

Bahamas Ambassador Joshua Sears
Barbados The Honourable Fruendel Stuart

Belize Mrs. Candelaria Morter

Dominica The Honourable Charles Savarin Guyana Ambassador Elisabeth Harper

Jamaica Mr Ronald Jackson
Saint Lucia Mr Cosmos Richardson

Saint Vincent and

the Grenadines Mr Godfred Pompey
Virgin Islands Ms Rosalie Adams

OBSERVERS

Philmore Mullin Antigua and Barbuda

Judy Thomas Barbados

Garfield Barnwell CARICOM Secretariat

CDEMA COORDINATING UNIT

Ronald Jackson Executive Director

Elizabeth Riley Deputy Executive Director (ag)

Andria Grosvenor Technical Manager, Preparedness and

Response

Phyllis Baron Programme Manager, Corporate

Services

Michael Jordan Finance Manager





Caribbean Disaster Emergency Management Agency (CDEMA)

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