**INTERGOVERNMENTAL COORDINATION GROUP FOR THE TSUNAMI AND OTHER COASTAL HAZARDS WARNING SYSTEMS FOR THE CARIBBEAN AND ADJACENT REGIONS**

**Sixteenth Session, April 24-28, 2023 (Costa Rica)**

**Task Team Tsunami Ready Programme Report**

**Task Team Membership:**

1. **Fabian Hinds, Co-chair**, CZMU, Barbados - [fhinds@coastal.gov.bb](mailto:fhinds@coastal.gov.bb)

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3. **Brian Dyer**, St Kitts & Nevis – [brian.dyer@ndmd.kn](mailto:brian.dyer@ndmd.kn)

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**Background:**

The process of renewing the membership of Task Team Tsunami Ready for the period 2021–2023 involved the following:

* Establishing communication between co-chairs via email in 2021.
* Networking began with CTIC and UNESCO/IOC via email and virtual meetings.
* Supporting documents were reviewed
* Identifying and contacting past Task Team Tsunami Ready members via email.
* Seeking confirmation of Task Team membership – (i.e., previous members and new members)
* Defining the role of the Task Team

Additionally, the initiation of the new co-chairs involved their participation in two virtual meetings of the ICG/CARIBE EWS Regional Tsunami Recognition Programme Board. The first meeting occurred on November 02, 2021, regarding the British Virgin Islands (BVI) Tsunami Ready Renewal. The second meeting occurred on February 04, 2022, regarding the St. Kitts and Nevis (SKN) Tsunami Ready Renewal. In this regard, the co-chairs participated as observers only and gained insight into the process of:

* Reviewing the progress of the BVI and SKN in maintaining the Tsunami Ready Guidelines over the 2018 - 2021 period
* Determining the eligibility of the BVI and SKN for renewal under the Tsunami Ready Programme

The process of Task Team renewal also involved the preparation/updating of a Fact Sheet for Task Team Tsunami Ready (Appendix I). The Fact Sheet resembled a terms of reference (ToR) in a minor way, but was not considered as comprehensive as a ToR.

**Terms of Reference for the Task Team**

A ToR (Appendix II) was drafted, for the first time, to provide initial operational form and function of the Task Team. Though still in draft and pending ICG CARIBE EWS approval, the draft ToR provided clear guidance regarding the structure of the Task Team and its responsibilities. Key responsibilities of the Task team were defined as follows:

* Support and provide guidance to the CARIBE EWS in the implementation of the UNESCO IOC Tsunami Ready Recognition Programme.
* Develop an evaluation instrument aimed at measuring the effectiveness of UNESCO IOC Tsunami Ready Recognition Programme in recognized communities.
* The Task Team will implement the evaluation instrument and analyze its findings in collaboration with ITIC-CAR and CTIC.
* Facilitate Member States to conduct pre- and post-evaluation instruments to measure the social impact of UNESCO IOC Tsunami Ready Recognition Programme.
* Assist CTIC, in association with member states, in determining the target number of communities pursuing the Tsunami Ready Recognition.

The initial work of the Task Team focused on reaching a draft final document for the ToR. Thereafter, the development of an evaluation instrument (Appendix III) aimed at measuring the effectiveness of the UNESCO IOC Tsunami Ready Recognition Programme in recognized communities was the primary and most urgent tasks on the Task Team’s work plan for the period 2021-2023. In this regard, the Task Team convened virtual meetings for the review of the draft questionnaire on May 18, 2022 and July 07, 2022. All available Task Team members contributed to the virtual editing of the draft questionnaire via the Google Docs platform. The result was a draft final document, which was ready to be presented for submission to the ICG CARIBE EWS approval process.

**The Way Forward**

The Task Team has served for the intersession period 2021 – 2023. Therefore, renewal of the Task Team membership is now pending. The work plan of the Task Team as outlined in the Terms of Reference will be evaluated and implemented under the renewed Task Team for the next intersessional period. Subject to the approval of the draft ToR and the Draft evaluation instrument/questionnaire, the work plan for the renewed Task Team should involve the following:

* Support and provide guidance to the CARIBE EWS in the implementation of the UNESCO IOC Tsunami Ready Recognition Programme.
* The Task Team will implement the approved evaluation instrument and analyze its findings in collaboration with ITIC-CAR and CTIC.
* Facilitate Member States to conduct pre- and post-evaluation instruments to measure the social impact of UNESCO IOC Tsunami Ready Recognition Programme.
* Assist CTIC, in association with member states, in determining the target number of communities pursuing the Tsunami Ready Recognition.

**Appendix I**

**FACT SHEET Task Team Tsunami Ready**

**Co-Chair:** Matthieu Peroche (France, 2021–2023)

**Co-Chair:** Fabian Hinds (Barbados, 2021–2023)

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| --- |
| **Task Team Tsunami Ready**  Role and Responsibilities   1. Support the ICG/CARIBE EWS Secretariat in the implementation piloting of the Tsunami Ready guidelines 2. Develop an evaluation instrument aimed at measuring the effectiveness of CARIBE EWS Tsunami Ready Guidelines in recognised communities. 3. Encourage Member States to develop pre- and post-evaluation instruments to measure the social impact of CARIBE EWS Tsunami Ready Pilot Program. |
| Membership:   1. **Fabian Hinds**, Co-chair, CZMU, Barbados - [fhinds@coastal.gov.bb](mailto:fhinds@coastal.gov.bb) 2. **Matthieu Péroche**, Co-chair, France - [mathieu.peroche@gmail.com](mailto:mathieu.peroche@gmail.com) 3. **Brian Dyer**, St Kitts & Nevis – [brian.dyer@ndmd.kn](mailto:brian.dyer@ndmd.kn) 4. **Christa von Hillebrandt-Andrade**, ITIC-CAR - [christa.vonh@noaa.gov](mailto:christa.vonh@noaa.gov) 5. **Danielle Howell**, CZMU, Barbados – [dhowell@coastal.gov.bb](mailto:dhowell@coastal.gov.bb) 6. **Kerry Hinds**, DEM [kerry.hinds@gmail.com](mailto:kerry.hinds@gmail.com) , [Kerry.hinds@barbodos.gov.bb](mailto:Kerry.hinds@barbodos.gov.bb) 7. **Dr. Leo Brewster**, CZMU, Barbados – [lbrewster@coastal.gov.bb](mailto:lbrewster@coastal.gov.bb) 8. **Marie-Noëlle Raveau**, France - [marie.raveau@collectivitedemartinique.mq](mailto:marie.raveau@collectivitedemartinique.mq) 9. **Stacey Edwards**, SRC – [stacey.edwards@sta.uwi.edu](mailto:stacey.edwards@sta.uwi.edu) 10. **Celine Tiffay**, ex officio, Tsunami Unit, IOC UNESCO - [c.tiffay@unesco.org](mailto:c.tiffay@unesco.org) 11. **Alison Brome**, ex officio, CTIC -, [a.brome@unesco.org](mailto:a.brome@unesco.org) 12. **Bernardo Aliaga**, ex officio, CARIBE EWS Technical Secretary, - [b.aliaga@unesco.org](mailto:b.aliaga@unesco.org) |
| The following applies for the four working groups:  Languages: English, Spanish and French  Meetings: Meet intersessionally.  Coordinator and Elections: Follow the rules of procedures applying to IOC Subsidiary Bodies. Chair and at least one vice chair who will be elected by the members of the working group for two years with possible reelection of one term in the same position.  Members and appointment: Nominated by member states in accordance with the rules of procedures applying to IOC Subsidiary bodies. Technical experts can be invited at the discretion of the Chair.  Calendar of Intersessional work should be determined by the working group at the working group meeting and included in the report.  Duration of the WG: Two years.  Reports: A final report has to be submitted two months before the parent body meeting and for each working group meeting within the two following months.  Financial resources: At national expense.  Amendments: As warranted by the working groups. |

**Contact Details Task Team Tsunami Ready**

|  |  |  |
| --- | --- | --- |
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**Appendix II**

**TASK TEAM TSUNAMI READY**

**Terms of Reference**

**Role and Responsibilities**

The Task Team will:

1. Support and provide guidance to the CARIBE EWS in the implementation of the UNESCO IOC Tsunami Ready Recognition Programme.
2. Develop an evaluation instrument aimed at measuring the effectiveness of UNESCO IOC Tsunami Ready Recognition Programme in recognized communities.
3. The Task Team will implement the evaluation instrument and analyze its findings in collaboration with ITIC-CAR and CTIC.
4. Facilitate Member States to conduct pre- and post-evaluation instruments to measure the social impact of UNESCO IOC Tsunami Ready Recognition Programme.
5. Assist CTIC, in association with member states, in determining the target number of communities pursuing the Tsunami Ready Recognition.

**Composition**

Tsunami Task Team members are nominated within the context of their personal capacities and irrespective of institutional affiliation. The Tsunami Ready Task Team members will comprise:

1. **Fabian Hinds**, Co-chair, CZMU, Barbados - [fhinds@coastal.gov.bb](mailto:fhinds@coastal.gov.bb)
2. **Mathieu Péroche**, Co-chair, France - [mathieu.peroche@gmail.com](mailto:mathieu.peroche@gmail.com)
3. **Brian Dyer**, St Kitts & Nevis – [brian.dyer@ndmd.kn](mailto:brian.dyer@ndmd.kn)
4. **Christa von Hillebrandt-Andrade**, ITIC-CAR - [christa.vonh@noaa.gov](mailto:christa.vonh@noaa.gov)
5. **Danielle Howell**, CZMU, Barbados – [dhowell@coastal.gov.bb](mailto:dhowell@coastal.gov.bb)
6. **Kerry Hinds**, DEM [kerry.hinds@gmail.com](mailto:kerry.hinds@gmail.com) , [Kerry.hinds@barbodos.gov.bb](mailto:Kerry.hinds@barbodos.gov.bb)
7. **Dr. Leo Brewster**, CZMU, Barbados – [lbrewster@coastal.gov.bb](mailto:lbrewster@coastal.gov.bb)
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9. **Stacey Edwards**, SRC – [stacey.edwards@sta.uwi.edu](mailto:stacey.edwards@sta.uwi.edu)
10. **Céline Tiffay**, ex officio, Tsunami Unit, IOC UNESCO - [c.tiffay@unesco.org](mailto:c.tiffay@unesco.org)
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The Task Team will provide advice to the ICG executive and will provide updates regarding tsunami ready recognition activities within the Caribbean.

**Meetings**

Task Team members will meet virtually as often as is required for the purposes of executing its mandate. A quorum will be achieved when the number of members present is equivalent to 50% or greater of the membership.

**Chairmanship**

Chairmanship of the Task Team shall be shared between the co-chairs, or by one of the co-chairs where the other is unavailable. The co-chairs will be responsible for:

1. The conduct of the meetings
2. Ensuring that an accurate record of the discussions and decisions of each meeting is prepared and forwarded to all members
3. Ensuring that there is adequate follow-up on the undertakings of the Task Team

**Secretary**

A member of the Task Team will be elected/volunteer to serve as secretary of the team.

**Communication**

Minutes of the official meetings of the Task Team shall be prepared by the Secretary and shall be forwarded to all members not later than two (2) weeks after the conclusion of each meeting.

**Duration**

The membership of the Task Team Tsunami Ready Programme shall be convened for a period of two (2) years, renewable once. At each ICG the leadership and membership of the Task Team will be reviewed.

**Appendix III**

**Feedback Survey on Implementation of UNESCO IOC Tsunami Ready Recognition Program**

Recent tsunamis worldwide confirm that when a tsunami arrives, and communities are ready to respond, lives are saved. Given that all coasts are at risk to tsunamis, it is vital that communities be prepared, especially in the case of tsunamis with very rapid onsets.

In recognition of this risk, the UNESCO IOC Intergovernmental Coordination Group for Tsunamis and other Coastal Hazards Warning System for the Caribbean and Adjacent regions (ICG/CARIBE EWS) with the US National Weather Service in coordination with the national disaster management stakeholders in the Caribbean, started the implementation of a pilot Tsunami Ready project since June 2011. In furthering the development of the recognition program, the Tenth Session of the ICG/CARIBE EWS in March 2015 recommended approval of the Tsunami Ready Program pilot with guidelines for Community Performance Based Tsunami Recognition Programme. This recommendation was endorsed by the IOC General Assembly in 2015.

In 2017 the IOC, on the recommendation of its Working Group on Tsunamis and Other

Hazards Related to Sea-Level Warning and Mitigation Systems (TOWS-WG X), instructed global Member States to consider piloting the CARIBE EWS Tsunami Ready guidelines and provide feedback on their applicability with a view toward developing a set of harmonized consistent global guidelines. In 2022 the IOC Executive Council will be considering the approval of the UNESCO/IOC Tsunami Ready Recognition Programme and the Tsunami Ready Guidelines with its corresponding 12 indicators (Manual and Guides 74).

Over the past year Tsunami Ready recognitions have been conducted within several Member States of the ICGs. This survey, to be used within all ICGs, has been prepared to receive feedback from stakeholders who have received or renewed Tsunami Ready recognition. The intent is to use the responses to evaluate and improve the Program. Two responses are requested for each community receiving/renewing their recognition status. One response would reflect the opinion of the regional or national Tsunami Ready Board (Regional or National, depending on the recognition level) and the second, the corresponding Tsunami Ready Committees of the community being recognized. In order to gather these consolidated viewpoints, the corresponding bodies can request stakeholders to complete this form individually and use as a basis for their consolidated response.

Your response will greatly assist in benchmarking the current effectiveness of the recognition program and provide insight into the strengths, as well as gaps or deficiencies in order to collectively promote and improve the program and through the program the readiness of communities to respond to tsunami events, whether local or distant.

More information on the UNESCO IOC Tsunami Ready Recognition Programme is available at <http://itic.ioc-unesco.org>

1. Information of person completing the questionnaire
   1. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   2. Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   3. Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   4. Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. The answers represent the feedback of the

\_\_\_\_\_ Verification Board \_\_\_\_\_ DMO of Recognized Community

1. Name of the community being recognized: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Country of the Community Being Recognized: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Level of Recognitions: \_\_\_\_\_ National/Territorial \_\_\_\_\_ Local Community

Other, Please Indicate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Number of inhabitants in Tsunami Evacuation Zone: \_\_\_\_\_\_\_\_\_\_
2. Date of Verification Meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Indicate the Circumstance of the Recognition

\_\_\_\_\_ First Time Recognition \_\_\_\_\_ Renewal (Number of Renewals: \_\_\_\_\_)

1. How would you rate the guidelines in general? (**1**) Very Ineffective to (**5**) Very Effective: \_\_\_\_

If ineffective, what areas should be addressed? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Are there additional indicators that are recommended to be considered for inclusion?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, which areas: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. To what degree do you think the Tsunami Ready Programme can be an effective part of school curricula for raising Tsunami awareness and the enhancement of tsunami preparedness and response? (**1**) Very Ineffective to (**5**) Very Effective: \_\_\_\_
2. How effective were the Tsunami Ready guidelines in helping to develop or even test your standard operating procedures? (**1**) Very Ineffective to (**5**) Very Effective: \_\_\_\_\_

If ineffective, what areas should be addressed? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How effective do you find the Tsunami Ready verification process? (**1**) Very Ineffective to (**5**) Very Effective: \_\_\_\_

If ineffective, what areas should be addressed? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Please rate the Tsunami Ready Guidelines according to their effectiveness in preparing the community to respond appropriately to a tsunami. (**1**) Very Ineffective to (**5**) Very Effective: \_\_\_\_

If ineffective, what areas should be addressed? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Indicate the level of difficulty in implementing the Tsunami Ready program within the community by rating each indicator. (**1**) Very Easy to (**5**) Very Difficult

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Indicator** | **1** | **2** | **3** | **4** | **5** | **N/A** | **Comments** |
| Tsunami hazard zones are mapped and designated |  |  |  |  |  |  |  |
| The number of people at risk in the tsunami hazard zone is estimated |  |  |  |  |  |  |  |
| Economic, infrastructural, political, and social resources are identified |  |  |  |  |  |  |  |
| Easily understood tsunami evacuation maps are approved |  |  |  |  |  |  |  |
| Tsunami information including signage is publicly displayed |  |  |  |  |  |  |  |
| Outreach and public awareness and education resources are available and distributed |  |  |  |  |  |  |  |
| Outreach or educational activities are held at least 3 times per year |  |  |  |  |  |  |  |
| A community tsunami exercise is conducted at least every two years |  |  |  |  |  |  |  |
| A community tsunami emergency response plan is approved |  |  |  |  |  |  |  |
| The capacity to manage emergency response operations during a tsunami is in place |  |  |  |  |  |  |  |
| Redundant and reliable means to timely receive 24-hour official tsunami alerts are in place |  |  |  |  |  |  |  |
| Redundant and reliable means to timely disseminate 24-hour official tsunami alerts is in place. |  |  |  |  |  |  |  |
| Other (put in comments) |  |  |  |  |  |  |  |

1. How helpful were the Tsunami Ready guidelines in preparing your community for other hazards? (**1**) Very Unhelpful to (**5**) Very Helpful: \_\_\_\_

If Helpful, indicate for which hazard(s)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How helpful were the Tsunami Ready guidelines for improving the design of your Multi Hazard Early Warning System? (**1**) Very Unhelpful to (**5**) Very Helpful: \_\_\_\_

If helpful, what areas of your design were improved? If unhelpful, indicate why: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Would you recommend that other communities implement the Tsunami Ready Recognition Programme? \_\_\_\_\_\_ Yes \_\_\_\_\_\_ No

If yes, indicate locations and/or why \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**THANK YOU**