

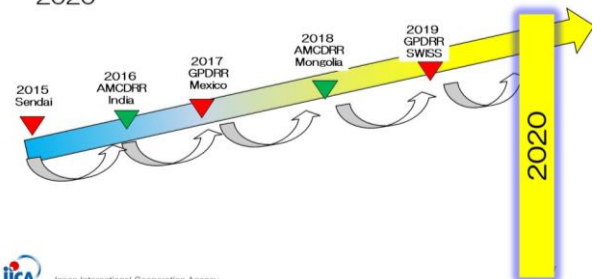
Practical Guide for Developing Local Disaster Risk Reduction Plans toward 2020

I. Purpose of the Guide

1. This practical guide aims to accelerate the development of local DRR plans in developing countries and contribute to achieving global target (e) of the Sendai Framework, “Substantially increase the number of the countries with national and local disaster risk reduction strategies by 2020”.
2. This guide highlights practical eight (8) steps to develop local DRR plans by national DRR organizations and local governments¹.

Target (e)

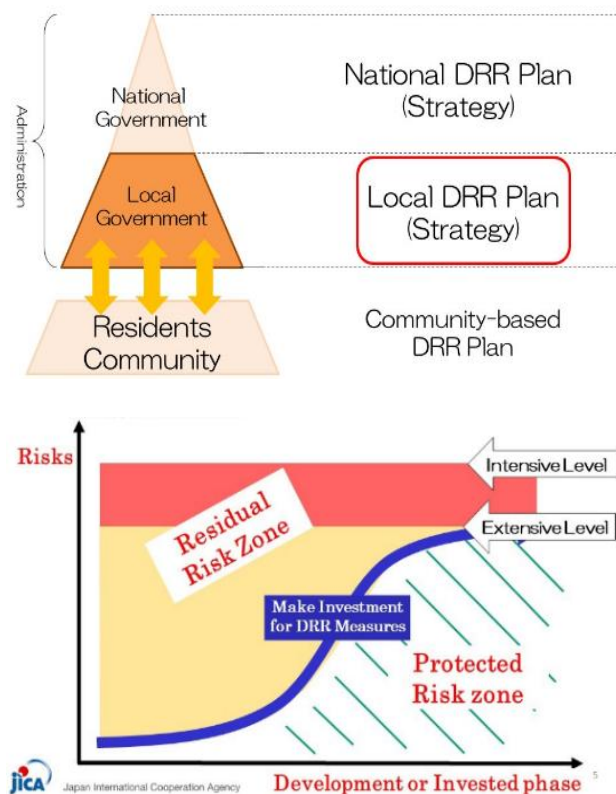
- Substantially increase the number of countries with national and local disaster risk reduction strategies by 2020



JICA Japan International Cooperation Agency

Important terms are defined as follows:

- a) **Local Disaster Risk Reduction Plan** is a plan which local governments develop in collaboration with national governments based on the legal framework in nations, and includes specific measures against disasters together with goals and time-span, as well as budgetary allocations. This has the same meaning as those in the Sendai Framework and the UNISDR Terminology 2017. Non-governmental Community-based DRR plans are mainly self and mutual DRR activities which supplement local DRR plans.²
- b) **Residual Risk** is the disaster risk that remains even when effective DRR measures are in place. It is important to recognize the fact that the residual risk will change through implementation of structural and nonstructural DRR measures in the future., so that every plan must be revised to fit the changed conditions.



Changes of the risk zones

¹ The United Nations Office for Disaster Risk Reduction (UNISDR) is currently formulating similar guide, “Words into Action: Implementation guide for local disaster risk reduction and resilience strategies”.

² Terminology on Disaster Risk Reduction, UNISDR Website (<https://www.unisdr.org/we/inform/terminology>)

II. International Trends surrounding Local DRR Plans

3. Logical sequence of the Sendai Framework is, the first to develop national and local DRR strategies by 2020 along with the global target (e), then other six (6) global targets will be achieved by 2030 through implementation of those plans.



Logical sequence to achieve the seven (7) global targets of the Sendai Framework

4. National DRR plans have been developed in many disaster-prone countries after the Hyogo Framework for Action, while local DRR plans have not much been developed. In this circumstance, the highest priority should be given for developing local DRR plans.

5. Although general and broad topics are discussed in international conferences and dialogues, rather necessary thing for now is to concentrate do discuss and clarify common gaps and bottlenecks such as legal, budgetary and technical constrains for developing local DRR plans.

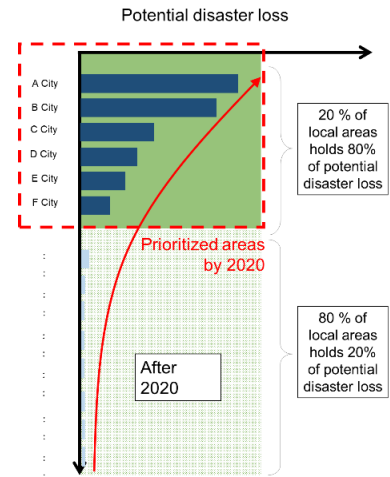
III. Important Points for Developing and Promoting Local DRR Plans

Roles of Public Governments

6. **National governments or national DRR organizations** have primary responsibility to maintain legal and institutional framework and take necessary actions such as budget allocation for developing local DRR plans. In addition, they should coordinate among related organizations and set-up implementation structure in which local governments could receive necessary support properly.
7. **Local governments or local DRR organizations** have responsibility to reduce local disaster risks for residents and communities. Local DRR plan should be developed based on appropriate implementation of each organization's role, for example, land-use plan, structural and non-structural measures. It is also needed to secure budget to implement DRR measures.
8. **Local governments or local DRR organizations** should show directions to stakeholders including private sector's self-defense measures such as observance of building codes and business continuity plans what they can do by themselves to reduce the risks.

Bold Prioritization toward 2020

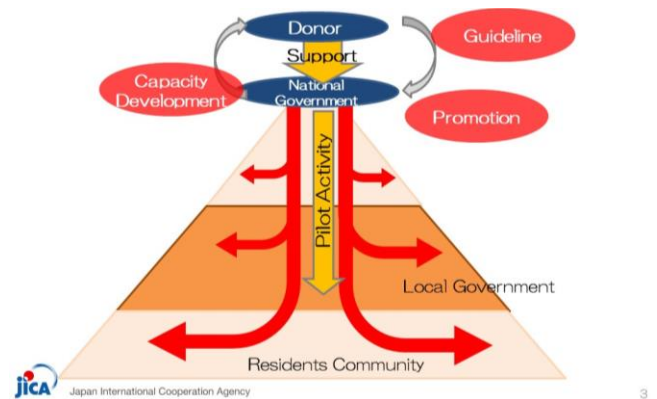
9. Priority should be given in high potential areas of economic loss where countermeasures are urgently needed.
10. If 20% of the local areas hold 80% of total disaster risk, local DRR plans should be urgently prepared in these areas rather than the others.



Selection of prioritized areas based on potential disaster loss

Methodology for promoting local DRR plans

11. The national governments should establish a methodology to promote local DRR plans nationwide effectively. At the same time, it should avoid simple replication of the plan. Because there are several differences among local governments such as local characteristics between urban and rural, as well as local hazards, governance and finance, so that be careful not to copy-and-paste one plan to another, tailor-made plan which fit to local condition is needed.



Structure to disseminate horizontally

12. If a pilot is implemented, it is recommended to consider methodology for effective dissemination to other areas.
 - a) To set criteria for selecting pilot sites with different conditions and characteristics;
 - b) To narrow down necessary required task to develop local DRR plans;
 - c) To optimize feasible budget for dissemination.

IV. Eight (8) Steps for Developing Local DRR Plans

13. Despite the fact that most of the residual risk can be reduced by investment, in developing countries the local DRR plan tends to start with emergency response. Utilizing the following eight (8) steps is absolutely essential to develop practical local DRR plans.³

³ In November 2017, JICA hosted a JICA Partnership Meeting with Disaster Risk Reduction Organizations in the Asian Region at JICA headquarters with 12 participants from eight (8) countries. Throughout the discussion and exchange opinion, outcome document which includes how global target (e) of the Sendai Framework is achieved and proposal toward Asian Ministerial Conference on Disaster Risk Reduction 2018 was published (https://www.jica.go.jp/english/news/field/2017/171109_01.html)

On November 23, 2017, at the plenary session of "Investing in Disaster Risk Reduction for Sustainable Development" at the World Bosai Forum, JICA dispatched a message worldwide on the importance of achieving global target (e) and investment on DRR. (https://www.jica.go.jp/english/news/field/2017/171128_01.html)

Eight (8) steps for developing Local DRR Plans

1. **Confirmation of hazard**

- a) Hazard information prepared by national or upper authorities should be referred.
- b) If there is not enough hazard information, historical disaster records is recommended to be utilized instead, due to constraints of time and budget.

2. **Understanding of local disaster risks**

- a) Recognize existing risks and possible future risks which hinder development.
- b) Prioritize and identify risks which has large scale impact.
- c) Focus on prioritized risks until 2020 but other risks should be reduced after 2020.

3. **Confirmation of DRR measures by national and upper authorities**

- a) Refer to urban planning and DRR plans developed by national governments to confirm mainly structural measures by disaster types.

4. **Identification of residual risks considering time-span**

- a) Know implementation schedule of structural measures, because it takes time to complete.
- b) Identify residual risks corresponding to time-span.

5. **Consideration of DRR measures to reduce residual risks**

- a) Seek the best mixture of structural and non-structural measures.
- b) Grasp other related plans developed by local governments such as land use plans, then integrate into local DRR plans.

6. **Developing of local DRR plan with prioritized DRR measures**

- a) Understand budget limitation and residual risks, set priorities to narrow down feasible and practical minimum DRR measures with stakeholders' consensus.
- b) Establish government procedure for approval of the developed plans.

7. **Allocation of budget from both local and national government**

- a) Stipulate which organizations should shoulder the expenses for implementing DRR measures. In case of lacking budget, it is needed to take an action for secure.

8. **Implementation of DRR measures and periodical review of DRR plans**

- a) Periodically review and revise the plans based on changing condition including revision of hazard information and national DRR plan.

Note: The above steps are applicable examples. In actual situation, the best steps should be modified and utilized based on the condition or situation in each country.

