

## Key terms & points

### What is a local DRR strategy/plan?

Local DRR strategies/plans are developed by local governments together with national governments in line with the global and national legal framework. In order to prevent new and reduce existing disaster risks through investment, plans contain specific measures against disasters, along with goals in time-series, as well as budget arrangements. Most Community-based (Non-governmental) DRR plans are self-help and mutual-help DRR activities that supplement the local DRR plans. This definition follows the Sendai Framework and the UNDRR Terminology.

### What are residual risks?

Residual risks are the remaining disaster risks caused by the design scale of structural measures, the progress of implementation, unexpected large-scale disaster, etc. Since it takes a certain time for measures to be implemented, residual risks are altered in accordance with their progress. Therefore, local DRR plans need to consider and adapt to the changed conditions.

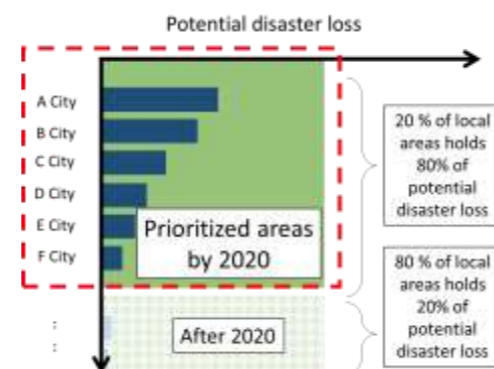


### What are the roles of national and local governments as a public?

The national government has the primary responsibility to maintain legal and institutional framework and take necessary actions such as budget allocation for implementing local DRR plans. The national government coordinates among related organizations and establishes an implementation structure to support the local governments. Local governments have the responsibility to reduce local disaster risks for residents and communities. This includes studying, planning, designing, budget allocation, implementation, operation and maintenance, monitoring and evaluation of measures, etc. Local governments provide instructions and directions to stakeholders. Some examples are self-defense measures in the private sector, such as observance of building codes and business continuity plans, to identify what they can do on their own to reduce the risks.

### Which areas to focus on until 2020?

Areas should be prioritized that have higher disaster risks, and require urgent and actual countermeasures. For example, if 20% of the local areas hold 80% of total disaster risk, local DRR plans should be urgently prepared in those areas rather than others.



### What are ways to increase the number of local government with practical DRR plan?

National governments should monitor the process carefully to avoid simple replications of a template plan. Local characteristics are different such as urban and rural, socio-economic situations, types and distribution of hazards, land use, governance, finance, etc. A trial development of a local DRR plan in a specific area should provide experiences and lessons learned to establish a tailor-made method. To disseminate useful knowledge to other areas effectively, the following items are important: selection criteria of trial sites with different conditions and characteristics, detailed tasks to develop local DRR plans, and optimization of the plan to a feasible budget size.

# 8 STEPS

## Practical Method for Developing Local DRR Strategies/Plans

Toward the Achievement on the Global Target (e)  
of the Sendai Framework

### What is the "8 steps" and who uses it?

The "8 steps" is the practical and feasible method to develop a local disaster risk reduction (DRR) strategy/plan with concrete measures for investment.

Very few developing countries had already completed local DRR plans, or even when they did, most plans only contained actions to "respond" to emergencies and risks, and not to "reduce" risks.

This "8 steps" enables leaders and planners of local governments especially in high risk areas, to formulate or improve their local DRR plans to promote investment and the steady implementation of measures to reduce residual risks.



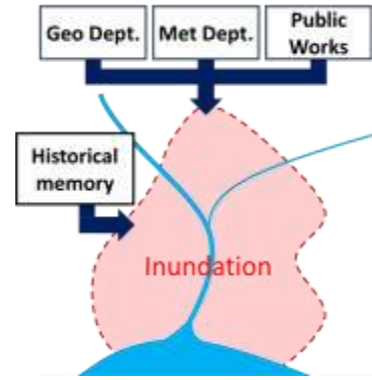
# 8 steps for Developing a Local DRR Plan

## STEP 1 Collecting local hazard information

- ✓ Refer to hazard information prepared by national or higher authorities.
- ✓ In case of insufficient hazard information, utilize historical disaster records instead, for efficiency in terms of time and budget.

### <Key Questions>

- ❑ What types of hazards may exist?
- ❑ Where are these hazards located?



## STEP 2 Understanding local disaster risks

- ✓ Recognize existing risks and possible future risks which hinder development.
- ✓ Identify and prioritize risks which has large scale impact.
- ✓ Focus on reducing the prioritized risks until 2020 and the other risks after 2020.

### <Key Questions>

- ❑ Which areas are under risk, and why?
- ❑ Which areas might face risk in the future, and why?
- ❑ Which type of disaster is high in risk?
- ❑ What are the contents and progress of the city development plan?
- ❑ Where do people live?
- ❑ Which are the critical infrastructures and basic services facilities, and where are they located?



## STEP 3 Confirming DRR plans by national and other authorities

- ✓ Refer to urban plans and DRR plans developed by national governments, and confirm the main structural measures in each disaster types.

### <Key Questions>

- ❑ Is there any on-going projects to reduce the identified risk areas?
- ❑ Is there any plan for projects in near future to reduce the identified risk areas?
- ❑ Who are the concerned organizations for DRR?

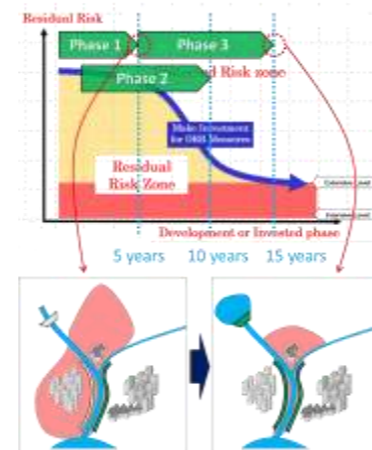


## STEP 4 Identifying residual risks considering time-series

- ✓ Study implementation schedule of structural measures, because the measures take time to complete and show effectiveness in protecting risks.
- ✓ Identify the change in residual risks corresponding to time-series.

### <Key Questions>

- ❑ Which risks are to be reduced after completion of on-going and planned projects?
- ❑ How long will it take for those all projects to be completed?
- ❑ What are the remaining risks?



## STEP 5 Listing all necessary DRR measures by local governments

- ✓ List all necessary measures including both structural and non-structural measures to reduce residual risks.
- ✓ Refer other related plans such as land use developed by local governments, then to compile into a local DRR plan.

### <Key Questions>

- ❑ What kinds of measures will contribute to reduce risks?
- ❑ Are those measures categorized as short-term, midterm or long-term?
- ❑ Which level of the government can take case of those measures?



## STEP 6 Prioritizing DRR measures

- ✓ Develop a shortlist to reduce residual risks in consideration of feasibility, cost-effectiveness, financial resources, etc.
- ✓ Seek the best balance of structural and non-structural measures.
- ✓ Obtain consensus with stakeholders and government endorsement of the developed plans.

### <Key Questions>

- ❑ Which measure is the most critical to reduce residual risks?
- ❑ Which are the next critical measures to reduce risks?
- ❑ How can these measures be actually implemented?

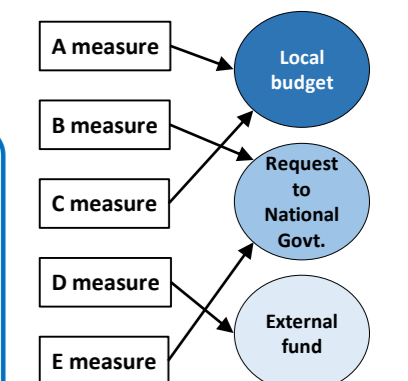


## STEP 7 Arranging budget allocation in necessary levels

- ✓ Identify responsible organization to bear the expenses of implementation. In case of lack of budget, actions are necessary to seek for internal or external funds.

### <Key Questions>

- ❑ Who are the concerned organizations?
- ❑ How should the concerned organizations share the expenses?
- ❑ What is the negotiation procedure among concerned organizations? (e.g. participate in councils to obtain approval by leaders, communicate with treasury, submit proposals to donors, etc.)



## STEP 8 Implementing DRR measures and reviewing periodically

- ✓ Periodically review and revise the plans including hazard information and national DRR plans, to adapt to changes in the situation.

### <Key Questions>

- ❑ What are the roles and responsibilities of each organization in implementation?
- ❑ How often should the plan be reviewed?
- ❑ Which items should be reviewed? (e.g. hazard info., national DRR plan, land use, and etc.)
- ❑ What will be the procedure for revision?

