

Workplan - EU Aid Volunteer; November 2018 – February 2019

November:

5th to 11th - Week #1:

- Introduction to RACOB AO and Lyantonde.
- Produce a workplan.
- Meeting w/ supervisor (Vincent).

12th to 18th - Week #2:

- Wednesday 14th: Meeting w/ Edison on launch of new RACOB AO webpage.
- Thursday 15th @1000: Meeting w/ DDMC: Introduction, work plan and catch up on work.
- Briefing and formal introduction w/ Haq.
- Research: Contingency plans, Community-based Early Warning Systems (CBEWS) & funding.
- (Field visit?)

19th to 25th - Week #3:

- Preparing contingency plans workshop.
- Funding research.
- Meeting w/ supervisor (Vincent).
- (Field visit?)

26th to 2nd - Week #4:

- Preparing contingency plans workshop.
- Funding research.
- (Field visit?)

December:

3rd to 9th - Week #5:

- Workshop on contingency plans w/ DDMC (1 or 2 days?).
- Meeting w/ supervisor (Vincent).

10th to 16th - Week #6:

- Drafting of contingency plans based on workshop.
- Send email to all involved stakeholders for comments on draft contingency plans.

17th to 23rd - Week #7:

- ?Meeting w/ supervisor (Vincent)?.
- Work on DRR project funding.
- Prepare scenario-based exercise.

24th to 30th - Week #8:

- Possibly off.

January:

31st to 6th - Week #9:

- Monday 31st and Tuesday 1st off.
- Finalize contingency plans based on comments received.
- Meeting w/ supervisor (Vincent).
- Prepare scenario-based exercise.

7th to 13th - Week #10:

- Scenario-based exercise w/ DDMC using contingency plans incl. evaluation afterwards (?)
- Prepare CBEWS information gathering and public awareness in communities.

14th to 20th - Week #11:

- Prepare CBEWS information gathering and public awareness in communities.
- Meeting w/ supervisor (Vincent).
- Training on CBEWS and public awareness w/ RACOBABO (and stakeholders?).

21st to 27th - Week #12:

- Conduct CBEWS information gathering and public awareness in communities.
- Work on DRR project funding.

28th to 3rd - Week #13:

- Conduct CBEWS information gathering and public awareness in communities.
- Meeting w/ supervisor (Vincent).
- Work on DRR project funding.

February:

4th to 10th - Week #14:

- Conduct CBEWS information gathering and public awareness in communities.
- Work on DRR project funding.

11th to 17th - Week #15:

- Conduct CBEWS information gathering and public awareness in communities.
- Work on DRR project funding.
- Possible second scenario-based exercise w/ DDMC and/or RACOBABO(?).

18th to 24th - Week #16:

- Meeting with DDMC: report from community training and review contingency plans according to CBEWS.
- Wrap up and evaluation.
- Final report.

25th to 3rd - Week #17:

- End of contract.