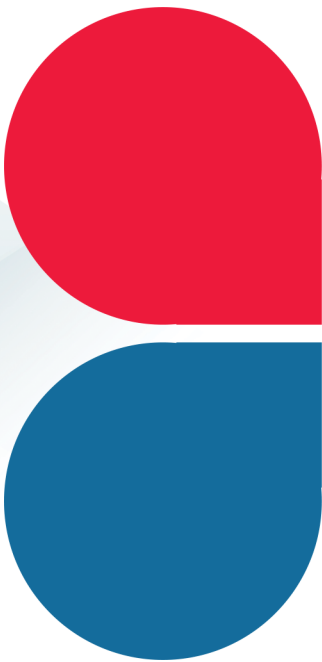


# VOLUNTEER ACTION PLAN

FOR DISASTER PREPAREDNESS & COMMUNITY ENGAGEMENT

2023 - 2027



From  
the People of Japan

**jisp**  
Japan Int'l Support Program







### Facilitators

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# ACRONYMS

CHS	Core Humanitarian Standards
DMC	Disaster Management Committee
DMV	Disaster Management Volunteers
DRRM	Disaster Risk Reduction and Management
DRRNSPA	Disaster Risk Reduction National Strategic Plan of Action
DRR	Disaster Risk Reduction
FY	Fiscal Year
ICT	Information and Communication Technology
JISP	Japan International Support Program
KMC	Kathmandu Metropolitan City
MHPSS	Mental Health and Psychosocial Support
MoFA	Ministry of Foreign Affairs, Japan
NDRRMA	National Disaster Risk Reduction and Management Authority
NFYN	National Federation of Youth NGOs Nepal
SFDRR	Sendai Framework for Disaster Risk Reduction 2015-2030
SS	Sphere Standards
TV	Television
VAP	Volunteers Action Plan
WASH	Water Sanitation and Hygiene



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# FOREWORD

I am delighted to introduce the Action Plan for Disaster Management Volunteers, an all-encompassing and strategic guidebook tailor-made for the dedicated volunteers serving in Kathmandu Metropolitan City, specifically in wards no. 15, 17, and 27. This action plan, designed to be executed over a four-year period, addresses the pressing issues pertaining to disasters and mental health within our community. It is the outcome of a collaborative endeavor driven by invaluable insights shared during workshops organized for our esteemed volunteers. Together, we identified key areas of concern and devised strategic actions to effectively tackle them, aligning our efforts with the "Disaster Risk Reduction National Strategic Action Plan 2018-2030," a crucial national planning framework encompassing all stages of disaster risk management.

I extend my heartfelt gratitude for the generous financial support provided by the Ministry of Foreign Affairs, Japan, and the partnership and technical assistance from the Japan International Support Program (JISP). Their contributions have played an instrumental role in transforming this action plan into reality through the project entitled "Community Based Disaster Response and Management in Kathmandu Metropolitan City (KMC)."

This document would not have come to fruition without the unwavering support of the Disaster Management Department of KMC and the Urban Health Department of KMC, as well as the exemplary leadership of our model wards, namely Ward 15, 17, and 27. I am also grateful to the elected representatives, community leaders, disaster management professionals, and health professionals and technical advisors from these respective wards. A special appreciation goes out to the Disaster Management Volunteers of ward level Disaster Management Bureau for their active participation and unwavering dedication in drafting this plan.

As volunteers, you are at the forefront of our disaster management endeavors, and this action plan equips you with the necessary tools and guidance to make a profound impact. By adhering to this strategic roadmap, we can collectively fortify our community's resilience and response capabilities in the face of disasters. I express my deepest gratitude to the ward level Disaster Management Committee, Technical Advisors, and all the volunteers who have generously contributed their time, skills, and unwavering commitment to this significant initiative. Your collaborative spirit exemplifies the power of volunteerism in driving positive change within society. Together, let us embark on this transformative four-year journey, implementing the action plan, and working hand in hand to ensure a safer and more resilient community.

**Sincerely,**  
**Shashi Sharma Majgaiya**  
**President of NFYN**

# MESSAGE



It's a great pleasure to present the Disaster Management Volunteer Action Plan. This comprehensive document embodies our collective efforts and commitment towards building a resilient community that is prepared to face and overcome the challenges posed by disasters.

Disasters, both natural and man-made, can cause immense damage and disrupt the lives of individuals and communities. In the face of such adversities, the role of dedicated volunteers becomes invaluable. This action plan sets forth a strategic framework that outlines our vision, goals, and specific actions to harness the power of volunteers in disaster management.

We firmly believe that proactive community engagement, along with effective coordination between the government and civil society, is crucial for effective disaster response and recovery. This action plan serves as a roadmap for utilizing the potential of our volunteers and leveraging their skills and expertise to create a safer and more resilient community.

Through this action plan, we aim to promote a culture of preparedness, response, and recovery, where volunteers play an active role in safeguarding lives, protecting assets, and providing support to the affected individuals and families. Our volunteers, equipped with the necessary training and knowledge, will act as first responders, providing critical assistance during emergencies and aiding in the restoration of normalcy in affected areas.

We are confident that this Disaster Management Volunteer Action Plan will serve as a valuable resource for the local government in their efforts to mitigate risks, strengthen community resilience, and effectively respond to and recover from disasters. We wholeheartedly encourage the government to utilize this plan as a guiding framework to collaborate with us and further enhance our collective efforts in disaster management.

We extend our deepest gratitude to all the volunteers, stakeholders, and partners who have contributed to the development of this action plan. It is your unwavering dedication and commitment that fuels our vision and makes a difference in the lives of those affected by disasters.

Together, let us strive towards a future where disaster management becomes a shared responsibility, and our communities stand strong and resilient in the face of adversity.

**Mayumi Yoshida**  
Representative Director of JISP

**Bijay Shrestha**  
Country Representative- JISP Nepal





# Kathmandu Metropolitan City

## Office of the Municipal Executive

Bagmati Province, Kathmandu, Nepal

(Secretary of Deputy Mayor)



I am privileged to provide the foreword for the "Action Plan for Disaster Management Volunteers," a strategic guidebook developed under the project "Disaster Risk Reduction and Management in Kathmandu Metropolitan City," generously funded by the Ministry of Foreign Affairs of Japan. As the Deputy Mayor of Kathmandu Metropolitan City, I wholeheartedly endorse this initiative and commend the Japan Int'l Support Program (JISP) and National Federation of Youth NGO Nepal (NFYN) for their remarkable efforts.

Disasters pose significant challenges to our city, profoundly affecting the lives and well-being of our residents. It is through collective action and community involvement that we can effectively address these challenges. This action plan, developed in collaboration with dedicated volunteers, aligns seamlessly with our city's priorities and strategies for disaster risk reduction and mental health and psychosocial support. By focusing on disaster risk reduction, we strive to minimize vulnerabilities, enhance preparedness, and improve our response and recovery capabilities. Your involvement as volunteers in implementing the strategic actions outlined in this plan will make an invaluable contribution to building a more resilient Kathmandu Metropolitan City.

Furthermore, the emphasis on mental health and psychosocial support is of paramount importance. Disasters not only impact physical infrastructure but also leave lasting psychological effects on individuals and communities. Your unwavering dedication to providing support in this area will help ensure that the well-being and mental health needs of our residents are addressed during and after disasters. I extend my heartfelt gratitude to the Japan International Support Program (JISP) and the National Federation of Youth NGO Nepal (NFYN) for their collaborative efforts in developing this action plan.

To all the volunteers, your commitment and willingness to serve our community are truly commendable. Your endeavors, guided by this action plan, will significantly contribute to making our city safer, more resilient, and better equipped to face the challenges posed by disasters. I urge all volunteers to embrace this action plan, apply its strategic actions, and collaborate closely with relevant stakeholders in implementing disaster risk reduction and mental health and psychosocial support initiatives. Together, we can forge a stronger and more prepared Kathmandu Metropolitan City.

Sunita Dangol  
Deputy Mayor

Kathmandu Metropolitan City office

Date : 2080/03/21, N.S 1143



# काठमाडौं महानगरपालिका

## य मन्तानगब्यालिका

### नगर कार्यपालिकाको कार्यालय

बागमती प्रदेश, काठमाडौं, नेपाल



पत्र संख्या:- ०६९/०८०

चलानी नं:- १६०८

काठमाडौं महानगरपालिका  
१७ नं वडा कार्यालय  
धाँवबौर, काठमाडौं  
२०७३

मिति २०८०/३/१९...

दुई शब्द

नेपाल भौगोलिक र प्राकृतिक दृष्टिकोणले विविधता भएको देश हो। भौगोलिक र प्राकृतिक विविधताले धनी भएता पनि हाम्रो देश विभिन्न विपद्जन्य प्रकोपको उच्च जोखिममा रहेको छ। मुख्य गरी प्राकृतिक प्रकोप जस्तै भूकम्प, बाढी, दुबान, पहिरो, शितलहर, महामारी इत्यादी र गैरप्राकृतिक प्रकोप जस्तै आगलागी, सडक दुर्घटना, बन विनास, बालावरण प्रदूषण आदिको जोखिममा रहेको छ। नेपालको संविधान २०७२ ले विपद् जोखिम न्यूनीकरणलाई प्राथमिकतामा राखेको छ। तसर्थ नेपालको संविधानको अनुसूची ८ मा विपद् जोखिम न्यूनीकरणलाई स्थानिय सरकारको क्षेत्राधिकार भित्र सूचीबद्ध गरेको छ, साथै विपद् जोखिम न्यूनीकरण तथा व्यवस्थापन ऐन, २०७४ र स्थानिय तह सञ्चालन ऐन, २०७४ ले विपद् जोखिम न्यूनीकरण तथा व्यवस्थापनमा स्थानिय तहको काम, कर्तव्य र अधिकारलाई पनि स्पष्ट पारेका छन् जसबाट के बुझ्न सकिन्छ भने विपद् जोखिम न्यूनीकरण तथा व्यवस्थापनको सबान समुदायमा आधारित विपद् प्रतिकार्य तथा व्यवस्थापनमा पनि स्थानीयकरणको मार्ग स्पष्ट गरेको छ।

काठमाडौं महानगरपालिका पनि आफैमा विपद्जन्य विभिन्न प्रकोपको उच्च जोखिम रहेको महानगरपालिका हो। मुख्य गरी महानगरपालिका भूकम्प, आगलागी, सडक दुर्घटना, हावाहुरी, दुबान र महामारी जस्ता प्रकोपको जोखिममा रहेको छ। २०७२ सालको विनासकारी महाभूकम्पमा पनि धेरै जनघनको क्षती तथा नोक्सानी सिगो महानगरपालिकाले सामना गर्नु परेको थियो। यस्ता कुराहरूलाई मध्यनजर गरी वडा नं १७ ले विभिन्न विपद् जोखिम न्यूनीकरणका कार्यहरू बढा स्तरीय विपद् व्यवस्थापन समिति र एकचालीस सदसीय विपद् व्यवस्थापन स्वयमसेवक ब्यूरो गठन, महानगरपालिका एवं विभिन्न संघ संस्थाहरूसँगको सहयोगमा अघि बढाईरहेको छ। विगत दुई वर्षदेखि राष्ट्रिय युवा गैरसरकारी संस्था महासंघ नेपालले जापान सरकार परराष्ट्र मन्त्रालयको आर्थिक सहयोग तथा जापान इन्टरनेशनल सपोर्ट प्रोग्रामको आर्थिक तथा प्राविधिक सहयोग र काठमाडौं महानगरपालिका सँगको समन्वयमा सञ्चालित "समुदायमा-आधारित विपद् प्रतिकार्य तथा व्यवस्थापन" परियोजनाको प्रभावकारी सञ्चालनमा यस वडाले आवश्यक समन्वय तथा सहयोग गरिरहेको छ। यस परियोजना मार्फत वडा नं १७ का समुदाय तहका विभिन्न संघ संस्थाहरूलाई विपद् उद्धारका सामग्री वितरण गर्नुका साथै ५ जना दक्ष ट्रेनिङ्ग एडमाइनसहरूको विकास तथा परिचालनबाट क्षमता अभिवृद्धिका तथा जनचेतनामुलक विभिन्न कार्यक्रमहरूले विपद् जोखिम न्यूनीकरण पूर्वतयारी तथा प्रतिकार्यका लागि समुदायका व्यक्तिहरूलाई सचेत गराईरहेको छ।

यसै सन्दर्भमा वडा स्तरीय सयन्त्र विपद् व्यवस्थापन स्वयमसेवक ब्यूरोलाई चलायमान, परिचालन तथा संस्थागत विकास र प्रभावकारी व्यवस्थापन गरी समुदाय तहमा विपद् जोखिम न्यूनीकरणमा विपद् व्यवस्थापन स्वयमसेवकहरूको दीर्घकालीन सलग्नता स्थापना गर्नको निम्ति ४ वर्षको (अ.व.२०८०-२०८४) रणनीतिक कार्ययोजना (Volunteer Action Plan for Disaster Preparedness and Community Engagement) राष्ट्रिय युवा गैरसरकारी संस्था महासंघ नेपालले जापान सरकार परराष्ट्र मन्त्रालयको आर्थिक सहयोग तथा जापान इन्टरनेशनल सपोर्ट प्रोग्रामको आर्थिक तथा प्राविधिक सहयोगमा निर्माण गरी प्रकाशन गर्न लागेकोमा हामीलाई अत्यन्तै खुसी लागेको छ। चार ४ वर्षको कार्ययोजनाले समुदायमा विपद् व्यवस्थापन स्वयमसेवकहरूको दीर्घकालीन सलग्नता स्थापना गर्न स्वयमसेवकहरूद्वारा सामुदायिक विपद् जोखिम न्यूनीकरण गतिविधिहरूको योजना निर्माण र कार्यान्वयनमा रणनीतिक मार्गदर्शन प्रदान गर्नेछ भन्ने विश्वास लिएको छ। साथै वडा नं १७ यस कार्ययोजनाको अपनत्व ग्रहण गरी, प्रभावकारी ढङ्गले स्वयमसेवकहरूलाई परिचालन गर्दै विपद् जोखिम न्यूनीकरण, प्रतिकार्य र व्यवस्थापनमा अघि बढ्नेछ भन्ने सबैलाई विश्वस्त गराउन चाहान्छु। अन्त्यमा वडा नं १७ र का.म.न.पा. को तर्फबाट जापान सरकार परराष्ट्र मन्त्रालय, जापान इन्टरनेशनल सपोर्ट प्रोग्राम र राष्ट्रिय युवा गैरसरकारी संस्था नेपाललाई रणनीतिक कार्ययोजना निर्माण गरेकोमा सफल कार्यान्वयनको लागि शुभकामना सहित धेरै-धेरै धन्यवाद दिन चाहान्छु।

श्री नविन मानन्धर  
प्रवक्ता काठमाडौं महानगरपालिका  
एवं वडा अध्यक्ष  
१७ नं वडा कार्यालय, का.म.न.पा.

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# काठमाडौं महानगरपालिका या मन्त्रालय नगर कार्यपालिकाको कार्यालय



पत्र संख्या:- २५००५१/१०  
चलानी नं:- ३५२६

वागमती प्रदेश, काठमाडौं, नेपाल

मिति .....

दुई शब्द

नेपालमा विभिन्न कालखण्डमा प्राकृतिक र मानव सिर्जित विपद्हरु सामना गरेको इतिहास छ । काठमाण्डौ महानगरपालिका पनि विगत देखि वर्तमान समय सम्म विपद्जन्य विभिन्न प्रकोपका जोखिमहरुबाट अछुतो रहन सकेको छैन । यसै गरी महानगरवासीले २०७२ सालको महाभूकम्पको सामना गर्नु परेको थियो जसबाट हजारौ मानिसले ज्यान गुमाएका थिए भने धेरै आर्थिक नोक्सानी पनि व्यहोर्नु परेको थियो । यस्तो विपद् भविष्यमा फेरि नआउला भन्न सकिदैन तसर्थ हामीले विपद्लाई पूर्ण रूपमा रोक्न सम्भव नभएपनि विपद्को जोखिम र यसबाट हुने असरलाई भने पक्कै पनि न्यूनीकरण गर्न सक्छौ ।

कुनै पनि विपद् जोखिम न्यूनीकरणका लागि हामीले पूर्वतयारी गर्न आवश्यक छ । तसर्थ नेपालको संविधान २०७२ ले पनि स्थानिय सरकारलाई स्थानिय विपद् जोखिम न्यूनीकरण तथा व्यवस्थापनका लागि पूर्वतयारी र प्रतिकार्यको अधिकार प्रदान गरेको छ । यसै सन्दर्भमा काठमाण्डौ महानगरपालिका वडा नं १५ ले विपद् जोखिम न्यूनीकरण सम्वन्धि पूर्वतयारीका तथा पतिकार्यका लागि जापान सरकार परराष्ट्र मन्त्रालयको आर्थिक सहयोग तथा जापान इन्टरनेशनल सपोर्ट प्रोग्रामको आर्थिक तथा प्राविधिक सहयोग र काठमाण्डौ महानगरपालिका संगको समन्वयमा राष्ट्रिय युवा गैरसरकारी संस्था महासंघ नेपालद्वारा सन्चालित "समुदायमा आधारित विपद् प्रतिकार्य तथा व्यवस्थापन" परियोजनासंग विगत दुई वर्षदेखि सहकार्य गरिरहेको छ । यस परियोजनाको सहजीकरणमा वडा नं १५ ले ४ जना दश टेकनिकल एडभाइजरहरु, वडा स्तरीय विपद् व्यवस्थापन समिति र ४१ सदसीय विपद् व्यवस्थापन स्वयंसेवक व्यूगको पनि स्थापना गरेका छौ । उक्त परियोजना अन्तर्गत यस वडाका समुदाय तहका विभिन्न संघ संस्थाहरुलाई विपद् उद्धारका सामग्री वितरण गर्नुका साथै विपद् जोखिम न्यूनीकरण र मानसिक स्वास्थ्य तथा मनोसामाजिक सहायता सम्वन्धी विपद् व्यवस्थापन स्वयंसेवकहरुको क्षमता अभिवृद्धि गर्दै आएकोमा हार्दिक आभार व्यक्त गर्न चाहान्छु ।

विपद् जोखिम न्यूनीकरणमा विपद् व्यवस्थापन स्वयंसेवकहरुको दीर्घकालीन सलग्नता वृद्धि र विकास गर्नको निम्ति ४ वर्षको (आ व २०८०-२०८४) रणनितिक कार्ययोजना (Volunteer Action Plan for Disaster Preparedness and Community Engagement) राष्ट्रिय युवा गैरसरकारी संस्था महासंघ नेपालले जापान सरकार परराष्ट्र मन्त्रालयको आर्थिक सहयोग तथा जापान इन्टरनेशनल सपोर्ट प्रोग्रामको आर्थिक तथा प्राविधिक सहयोगमा निर्माण गरी प्रकाशन गर्न गइरहेकोमा हामी लागी अत्यन्तै खुसीको कुरा हो । यस कार्ययोजनाले विपद् जोखिम न्यूनीकरण तथा व्यवस्थापनको क्षेत्रमा वडालाई टेवा पुर्‍याउनेछ भन्नेमा हामी विश्वस्त छौ साथै विपद् व्यवस्थापन स्वयंसेवकहरुलाई विपद् पूर्वतयारी तथा प्रतिकार्यका गतिविधिहरुमा दीर्घकालीन सलग्नता वढाउन प्रभावकारी परिचालन गरी स्थानिय स्तरको रणनितिक दस्तावेजलाई कार्यान्वयनमा वडाले महत्वपूर्ण भूमिका खेल्नेछ भन्ने कुरामा म विश्वास दिलाउन चाहान्छु । यसरी संस्थाको पहलकदमी, प्रयास र आर्थिक तथा प्राविधिक सहयोगमा स्वयंसेवकहरुको महत्वपूर्ण रणनितिक कार्ययोजना निर्माण गर्नुभएकोमा जापान सरकार परराष्ट्र मन्त्रालय, जापान इन्टरनेशनल सपोर्ट प्रोग्राम र राष्ट्रिय युवा गैरसरकारी संस्था नेपाललाई वडा नं १५ को तर्फबाट म विशेष धन्यवाद ज्ञापन गर्दछु ।

२०८०/०३/१५

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वडा अध्यक्ष  
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# काठमाडौं महानगरपालिका

## त्रै मन्त्रालय बन्धुत्व

### नगर कार्यपालिकाको कार्यालय

वागमती प्रदेश, काठमाडौं, नेपाल



पत्र संख्या:- २०७५/०८०

चतानी नं:- १४५८



मिति .....

#### दुई शब्द

काठमाडौं महानगरपालिका विभिन्न प्राकृतिक तथा गैरप्राकृतिक विपद् प्रकोपको दृष्टिकोणले उच्च जोखिममा रहेको छ । काठमाडौं महानगरपालिका वडा नं २७ को भौगोलिक क्षेत्रफलको हिसावले सानो भएता पनि काठमाडौंको मुटुमा अवस्थित छ जहाँ स-साना गल्ली, ठुलो उचाई र जोडिडर बनाइएका घर तथा व्यवसायिक भवनहरू, धेरै सख्यामा बजारहरू अवस्थित हुनुका साथै ठुला जनमध्याको बसोबास पनि रहेको छ । मुख्य गरी महानगरपालिका भूकम्प, आगलागी, सडक दुर्घटना, हावाहुरी, बुबान जस्ता प्रकोपको जोखिममा रहेको छ । २०७२ सालको विनासकारी महाभूकम्पमा पनि धेरै जनधनको क्षती तथा नोक्सानी यस वडाले पनि सामना गर्नु परेको थियो । यस्ता विपद्जन्य प्रकोप जोखिमहरूलाई मध्यनजर गरी वडा नं २७ ले वडा स्तरीय विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयमसेवक व्यूरो गठन, महानगरपालिका एवं विभिन्न स्थानीय तथा राष्ट्रिय सामाजिक संस्थाहरूसँगको आर्थिक तथा प्राविधिक सहयोगमा विपद् जोखिम न्यूनीकरणका विभिन्न कार्यहरू गरिरहेको छ । विगत दुई वर्षदेखि राष्ट्रिय युवा गैरसरकारी संस्था महासंघ नेपालले जापान सरकार परगट्ट मन्त्रालयको आर्थिक सहयोग तथा जापान इन्टरनेशनल सपोर्ट प्रोग्रामको आर्थिक तथा प्राविधिक सहयोग र काठमाडौं महानगरपालिका सँगको समन्वयमा सञ्चालित "समुदायमा-आधारित विपद् प्रतिकार्य तथा व्यवस्थापन" परियोजनाको प्रभावकारी सञ्चालनमा यस वडाले पनि आवश्यक समन्वय तथा सहयोग गरिरहेको छ । यस परियोजना मार्फत वडा नं २७ का समुदाय तहका विभिन्न संघ संस्थाहरूलाई विपद् उद्धारका सामग्री वितरण गर्नुका साथै ३ जना दक्ष टैक्निकल एडभाइजरसँगको विकास तथा परिचालनबाट समुदाय तहमा एकचालिन सदसीय विपद् व्यवस्थापन स्वयमसेवक व्यूरोको निर्माण गरी क्षमता अभिवृद्धिका तालिमहरू तथा विभिन्न जनचेतनामुलक कार्यक्रमहरूले विपद् जोखिम न्यूनीकरण, पूर्वतयारी तथा प्रतिकार्यका लागि समुदायका व्यक्तिहरूमा सचेत गराइरहेको छ ।

यसै सन्दर्भमा राज्यका वडा स्तरीय संयन्त्र विपद् व्यवस्थापन स्वयमसेवक व्यूरोलाई चलायमान, परिचालन तथा संस्थागत विकास र प्रभावकारी व्यवस्थापन गरी समुदाय तहमा विपद् जोखिम न्यूनीकरणमा विपद् व्यवस्थापन स्वयमसेवकहरूको दीर्घकालीन सल्लगता स्थापना गर्नको निम्ति ४ वर्षको (आ.व २०८०-२०८४) रणनीतिक कार्ययोजना (Volunteer Action Plan for Disaster Preparedness and Community Engagement) राष्ट्रिय युवा गैरसरकारी संस्था महासंघ नेपालले जापान सरकार परगट्ट मन्त्रालयको आर्थिक सहयोग तथा जापान इन्टरनेशनल सपोर्ट प्रोग्रामको आर्थिक तथा प्राविधिक सहयोगमा निर्माण गरी प्रकाशन गर्न लागेकोमा हामीलाई अत्यन्तै खुसी लागेको छ । यस कार्ययोजना विपद् व्यवस्थापन समिति मार्फत सञ्चालन हुने स्वयमसेवक व्यूरोलाई दीर्घकालीन सल्लगता स्थापना गर्नुका साथै स्वयमसेवकहरूद्वारा सामुदायिक विपद् न्यूनीकरण गतिविधिहरूको योजना निर्माण र कार्यान्वयनमा रणनीतिक मार्गदर्शन प्रदान गर्न महत्वपूर्ण भूमिका खेल्नेछ साथै काठमाडौं महानगरपालिकाको वार्षिक निनी तथा कार्यक्रममा यस विषयवस्तुलाई समावेश गरी अप्रणत्व र दिगोपनाको लागि आवश्यक बजेट विनियोजन गर्न आधार तय हुनेछ भन्ने कुरामा यस वडा विस्वस्त रहेको छ ।

यस वडामा विपद् जोखिम न्यूनीकरणको क्षेत्रमा सम्बन्धित पक्षहरूको क्षमता अभिवृद्धि र संस्थागत विकास गरी स्वयमसेवकहरूलाई व्यवस्थित र प्रभावकारी ढङ्गले परिचालन गर्नका लागि निर्माण भएको कार्ययोजना अत्यन्तै महत्वपूर्ण रहेकोले जापान सरकार परगट्ट मन्त्रालय, जापान इन्टरनेशनल सपोर्ट प्रोग्राम र राष्ट्रिय युवा गैरसरकारी संस्था नेपाललाई वडा नं २७ को तर्फबाट हार्दिक कृतज्ञता व्यक्त गर्न चाहान्छु । साथै यस वडाले स्वयमसेवक परिचालन रणनीतिक मार्गदर्शक दस्तावेजको सफल कार्यान्वयनमा सकरात्मक भूमिका निर्वाह गरी सामुदायिक विपद् जोखिम न्यूनीकरण, प्रतिकार्य र व्यवस्थापनको कार्यमा अग्रि बढ्ने कुरामा सबैलाई विश्वस्त गराउन चाहान्छु ।

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# EXECUTIVE SUMMARY

The Volunteer Action Plan for Disaster Preparedness and Community Engagement is a comprehensive strategy formulated to enhance disaster management capabilities and promote community resilience through active volunteer engagement. This plan is aligned with the Disaster Risk Reduction National Strategic Action Plan 2018-2030, a national guiding document formulated by the Ministry of Home (MoH), Nepal Government. The National Strategic Action Plan (NSAP) draws from the lessons learned from past disasters such as the 2015 earthquake and the 2014 and 2017 floods, as well as the international Sendai Framework for Disaster Risk Reduction 2015-2030.

The National Strategic Action Plan outlines four priorities: understanding disaster risks, strengthening the disaster risk governance system at various levels, promoting greater resilience through risk reduction information-based investments, and strengthening disaster preparedness for effective response and to "Build Back Better" in recovery, rehabilitation, and reconstruction. To support the successful implementation of this plan, the "Action Plan for Disaster Management Volunteers - a strategic guidebook" has been developed at the community level of three wards (15, 17 & 27) of the Kathmandu Metropolitan City.

This community-level guidebook for disaster management volunteer engagement and mobilization outlines strategies, guidelines, and specific activities for involving volunteers in disaster risk reduction efforts. It has been developed for a tenure of four years (FY 2080-2084) and will undergo regular reviews for further adjustments and improvements.

The primary goal of the Volunteer Action Plan is to establish a robust framework for disaster preparedness and response, fostering community participation and collaboration with stakeholders. To achieve this goal, the plan focuses on six key strategies that empower volunteers and community members alike.

The situation analysis revealed existing gaps in volunteer mobilization, capacity building, community engagement, partnership development, communication, and technology utilization. By recognizing these challenges, the Volunteer Action Plan aims to bridge these gaps and strengthen the overall disaster management efforts.

The volunteer action plan was developed using a systematic methodology, which involved collaboration among stakeholders, experts, and community members. This methodology provided an active platform for volunteers to

engage in disaster risk reduction initiatives. By utilizing interactive methods, fostering collaboration, and emphasizing practical planning, volunteers were empowered to develop a comprehensive action plan. The participatory approach ensured that the plan addressed the specific challenges and needs of each community. The information gathered

from workshops underwent extensive revision and refinement, ensuring the engagement of volunteers and the development of an effective and community-centered plan. Thorough research, consultation, and data analysis were employed to inform the formulation of strategies and interventions.

**The Volunteer Action Plan consists of six key strategies.**



By implementing the Volunteer Action Plan, we aim to create a resilient community that is well-prepared to face and respond to disasters. Through the collective efforts of volunteers, community members, and various stakeholders, we strive to build a safer and

more resilient society. The plan emphasizes collaboration, capacity building, community engagement, and leveraging technology to maximize the impact of volunteerism and strengthen overall disaster management efforts.



# Involving Volunteers in Disaster Risk Reduction: Empowering Communities, Building Resilience

## 1.1. Background:

Disaster risk reduction is of critical importance in Kathmandu Metropolitan City (KMC), Nepal, due to its vulnerability to various natural and man-made disasters. The city faces risks such as fires, windstorms, floods, road accidents, and epidemics, which pose threats to the lives, infrastructure, and overall development of the community. This action plan has been developed in response to the increasing challenges posed by various natural and man-made disasters in our vibrant city. By engaging volunteers and fostering community resilience, we aim to build a safer and more prepared KMC.

**Goal of the Volunteer Action Plan:** The goal of this volunteer action plan is to establish an effective framework for engaging volunteers in disaster management activities and promoting community resilience in the Kathmandu Metropolitan City. By mobilizing volunteers and equipping them with the necessary knowledge and skills, the plan seeks to strengthen disaster preparedness, response, and recovery efforts in the city. It emphasizes the importance of community participation and recognizes the unique contributions that volunteers can make in reducing disaster risks.

**Key Stakeholders:** The development and implementation of the volunteer action plan involve collaboration among key stakeholders, including:

- ◆ **Volunteers:** These are individuals who selflessly offer their time, skills, and efforts to support

disaster risk reduction initiatives. They play a crucial role in implementing the action plan at the grassroots level, working closely with the community to enhance resilience.

- ◆ **Kathmandu Metropolitan City:** As the governing body, KMC plays a central role in coordinating and implementing disaster management activities within the city. The action plan aligns with KMC's strategic objectives and complements its existing disaster management efforts.

- ◆ **Disaster Management Committee:** Local committees established at the ward level are responsible for overseeing disaster management efforts. They play a key role in coordinating with volunteers, facilitating community engagement, and ensuring effective implementation of the action plan.

- ◆ **Community Members:** The residents of KMC are at the forefront of disaster risks and are key stakeholders in the success of the action plan. Their active participation, engagement, and awareness are vital in building a resilient community.

- ◆ **Facilitators and Experts:** Professionals with expertise in disaster management, community engagement, and relevant fields provide guidance, facilitate workshops, and support the capacity building of volunteers. They ensure the quality and effectiveness of the action plan.

## 1.2. Volunteerism

The definition of volunteerism as adopted by the United Nations General Assembly in 2001 defines as involved actions that are carried out voluntarily and not as an obligation stipulated by law, contract, or academic requirement. It can elaborate as selfless actions undertaken voluntarily, without legal obligation or expectation of payment. Volunteers engage in various activities to help others and their communities, including poverty alleviation, improving health and education, providing safe water and sanitation, addressing environmental issues, combating social exclusion and conflict, and reducing disaster risks. Volunteerism plays a pivotal role in fostering community solidarity, resilience, and sustainable development.

### Importance of Volunteerism

Volunteerism holds significant importance as it provides assistance to worthy causes, individuals facing hardships, and the broader community. It plays a crucial role in society, offering several benefits, including:

- ◆ **Enhanced Community Resilience:** Volunteers contribute to strengthening community resilience by actively engaging in disaster risk reduction activities, increasing preparedness, and supporting response and recovery efforts.
- ◆ **Local Knowledge and Ownership:** Volunteers possess local knowledge and a deep understanding of community dynamics, allowing them to tailor interventions to specific needs and promote community ownership of disaster management initiatives.

- ◆ **Increased Capacity and Resources:**

Volunteers augment the capacity and resources of formal emergency response systems by providing additional manpower, skills, and expertise. They serve as valuable assets in mitigating the impacts of disasters.

- ◆ **Social Cohesion and Empowerment:** Volunteerism fosters social cohesion, bringing diverse individuals together for a common cause. It empowers volunteers to make a positive impact, boosting their self-esteem and personal development.

## 1.3. Core Humanitarian Standard and Sphere Standards

In implementing this volunteer action plan, we align ourselves with internationally recognized humanitarian standards. Humanitarian standards are essential guidelines that ensure people affected by disasters or conflicts receive necessary protection, assistance, and dignified living conditions. Two key standards relevant to the volunteer action plan are the Core Humanitarian Standard (CHS) and the Sphere Standards.

### Core Humanitarian Standard on Quality and Accountability (CHS)

The Core Humanitarian Standard on Quality and Accountability (CHS) is a globally recognized voluntary standard that sets out nine commitments for organizations and individuals involved in humanitarian response. It aims to improve the quality, effectiveness, and accountability of assistance provided during crises. The CHS places affected communities at the center of humanitarian action, emphasizing their rights and dignity.

### Nine commitments for core humanitarian Standard on quality and accountability (CHS)

1. Humanitarian response is appropriate and relevant.
2. Humanitarian response is effective and timely.
3. Humanitarian response strengthens local capacities and avoids negative effects.
4. Humanitarian response is based on communication, participation and feedback.
5. Complaints are welcomed and addressed.
6. Humanitarian response is coordinated and complementary.
7. Humanitarian actors continuously learn and improve.
8. Staff are supported to do their job effectively, and are treated fairly and equitably.
9. Resources are managed and used responsibly for their intended purpose.



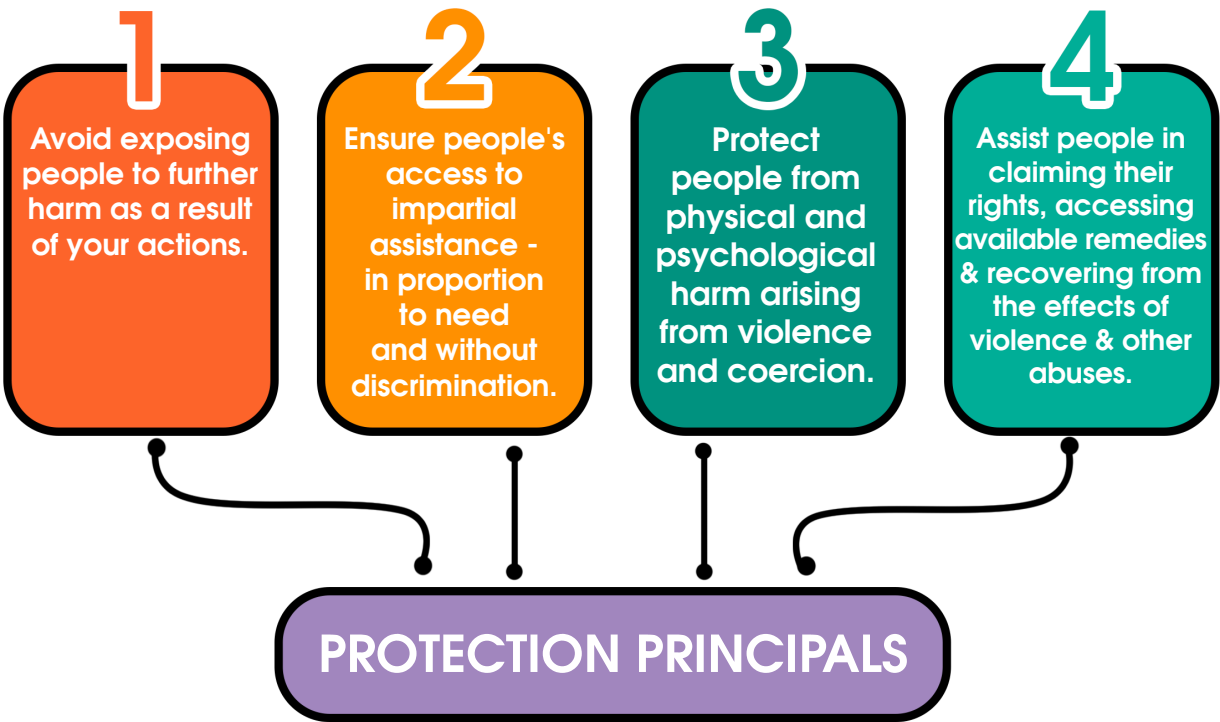
The Sphere standards

The Sphere standards are a set of principles and minimum humanitarian standards in four technical areas of response: water supply, sanitation and hygiene promotion (WASH), food security and nutrition, shelter and settlement, and health. These standards, founded in 1997, are widely recognized and used as reference tools by humanitarian agencies, advocacy

groups, governments, and donors.

The Sphere standards, along with the Core Humanitarian Standard, are collected in the Sphere Handbook. This handbook guides practitioners in planning, implementing, and evaluating humanitarian responses while promoting the principles of humanity, impartiality, independence, and accountability.

There are four protection principles which are:



The Sphere standards and the Core Humanitarian Standard ensure that humanitarian response is coordinated, effective, and respectful of the rights and needs of crisis-affected communities. Disaster management volunteers' actions should

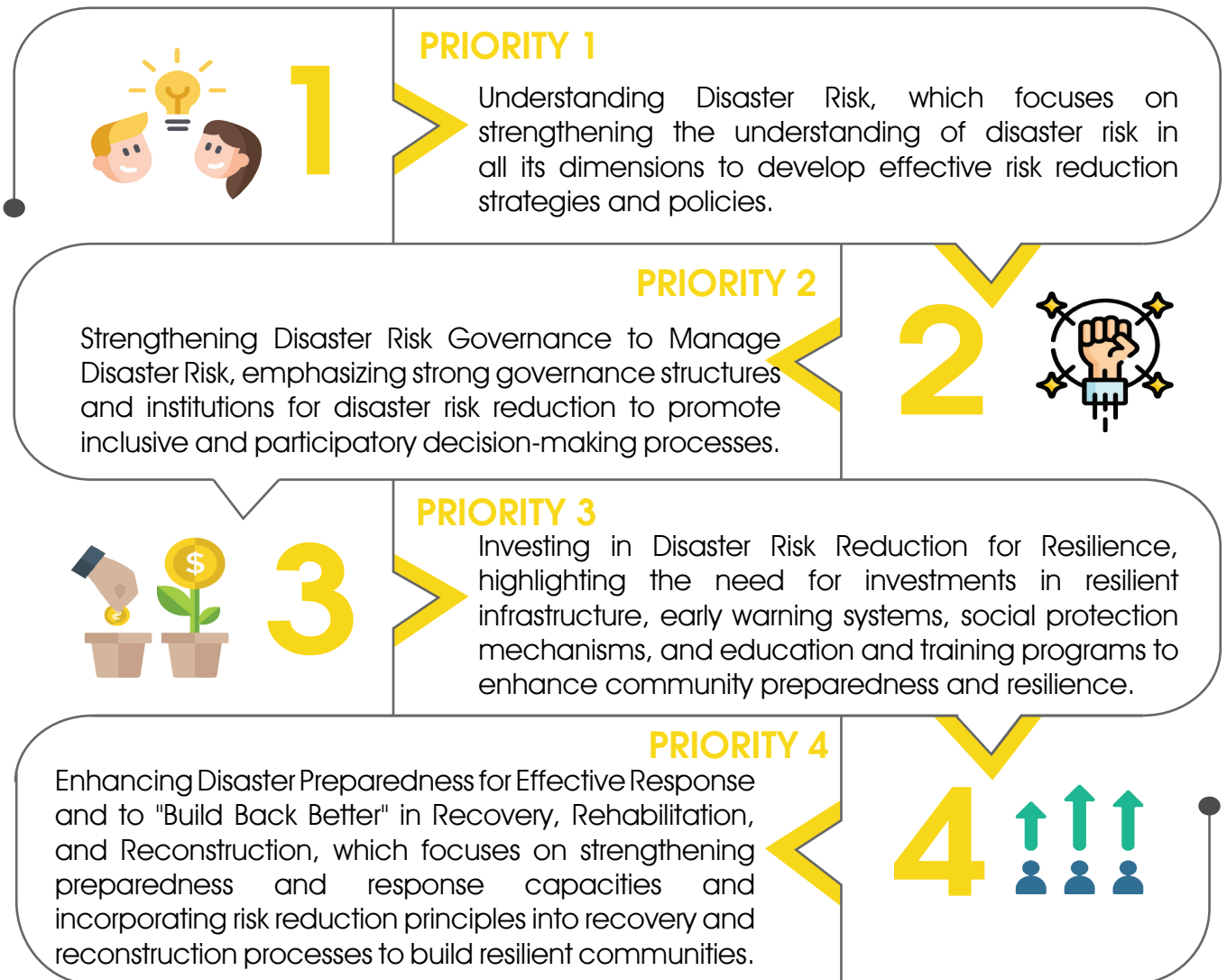
guided by the principles of protection and Do No Harm. Adhering to these principles ensures that the volunteer action plan promotes the well-being and protection of individuals affected by disasters while upholding their rights and dignity.

## 1.4 Sendai Framework for Disaster Risk Reduction (2015-2030)

The Volunteer Action Plan for Disaster Preparedness and Community Engagement is closely aligned with the Sendai Framework for Disaster Risk Reduction (SFDRR) 2015-2030, a global strategy document adopted at the third United Nations World Conference on Disaster

Risk Reduction held in Sendai, Japan in 2015. The SFDRR outlines seven global targets and four priorities of action, with the aim of reducing the risk and impact of disasters by the end of 2030.

### The SFDRR's four priorities of action are:



## The SFDRR's seven global targets include:

Substantially reduce global disaster mortality by 2030, aiming to lower the average number of disaster-related deaths per 100,000 people between 2020 and 2030.

### TARGET 1

Substantially reduce the number of people globally affected by disasters, including those injured, displaced, or requiring assistance. This target aims to lower the average global figure per 100,000 people between 2020 and 2030.

### TARGET 2

Reduce direct disaster economic losses in relation to global gross domestic product (GDP) by 2030.

### TARGET 3

Substantially reduce disaster damage to critical infrastructure and disruption of basic services, such as health and educational facilities, by 2030. This involves developing their resilience against disasters.

### TARGET 4

Increase the number of countries with national and local disaster risk reduction strategies by 2020, emphasizing the importance of comprehensive risk reduction strategies at all levels.

### TARGET 5

Enhance international cooperation and provide adequate and sustainable support to developing countries for disaster risk reduction by 2030.

### TARGET 6

Improve the availability of and access to multi-hazard early warning systems and disaster risk information and assessments by 2030, enabling timely action and decision-making.

### TARGET 7

Nepal, being prone to multiple hazards, has adopted the SFDRR to enhance its disaster preparedness and resilience. The country has prioritized mainstreaming the Disaster Risk Reduction National Strategic Plan of Action (DRRNSPA 2018-2030) based on the priorities set by the SFDRR (2015-2030). Additionally, Nepal emphasizes risk assessment and early warning systems, investing in infrastructure resilience, and promoting community participation in Disaster Risk Reduction and Management.

The Volunteer Action Plan has been thoughtfully developed in alignment with the SFDRR (2015-2030) and DRRNSPA (2018-2030), recognizing

the crucial role of volunteers in Disaster Risk Reduction and Management. The action plan aims to actively engage volunteers in community-based DRR initiatives, raise awareness, and enhance disaster preparedness and response efforts. Volunteers play a crucial role in disseminating information, providing relief aid, and assisting in the recovery process. By integrating volunteers into the strategies, this action plan harnesses their expertise, active mobilization in the community, and capacity-building efforts, synergizing with the SFDRR to reduce disaster risk and build resilience.

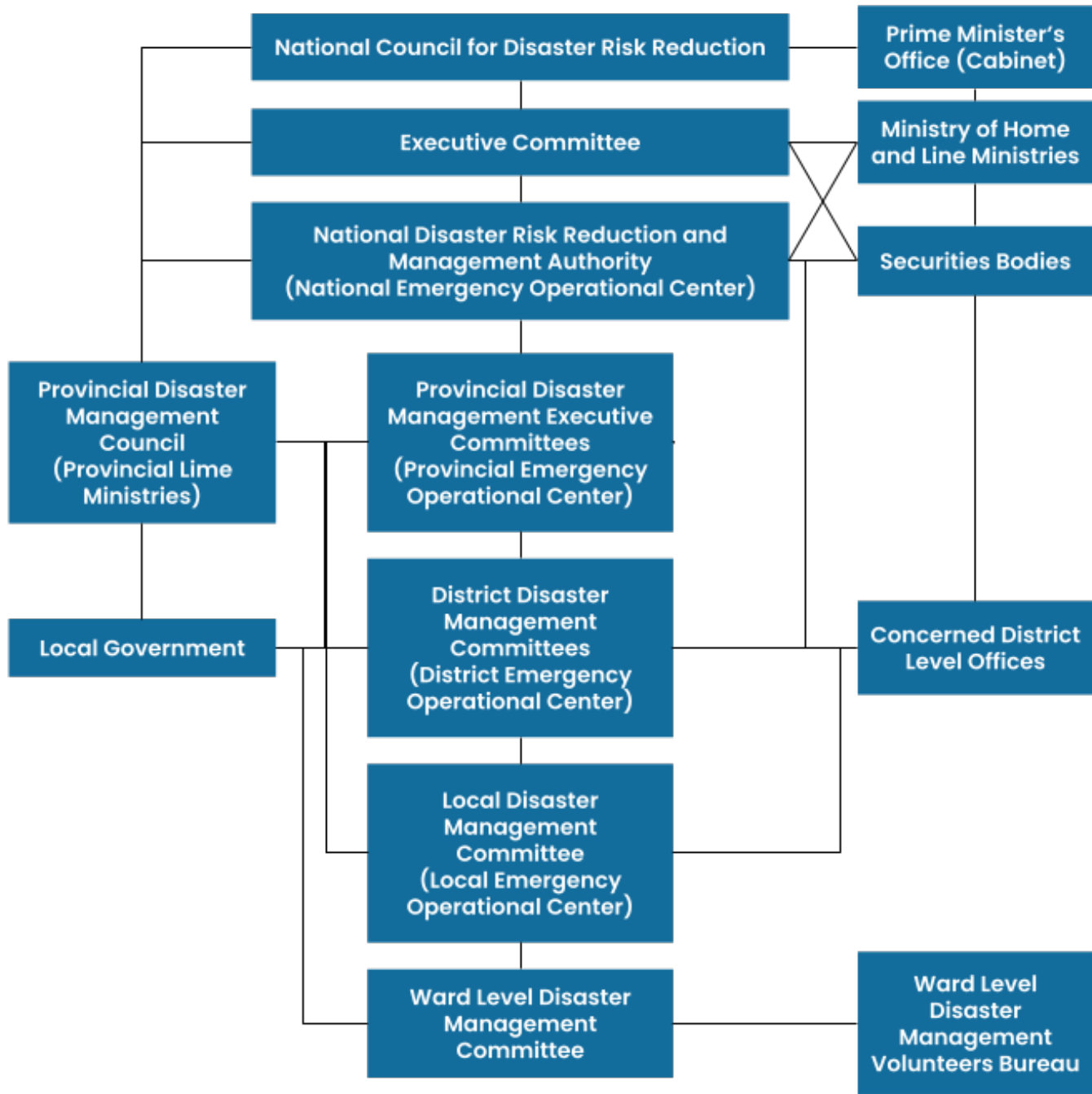




INSTITUTIONAL ARRANGEMENT AND POLICIES RELATED ACTION

1.5 Institutional arrangements

The "Disaster Management Volunteer's Bureau Formation and Mobilisation Procedure 2078" outlines the guidelines for establishing volunteer bureaus at the local level nationwide.



## 1.6 DISASTER MANAGEMENT VOLUNTEERS

Disaster management volunteers are individuals who offer their time, skills, and efforts to assist in various aspects of disaster preparedness, response, and recovery. Volunteers defined as selfless actions undertaken voluntarily, without legal obligation or expectation of payment. They play a vital role in supporting and augmenting the efforts of professional emergency response teams and organizations. The role of disaster management volunteers are diverse and critical. 'Disaster Management Volunteer's Bureau Formation and Mobilization Procedure of 2078' defines the roles and responsibilities of volunteers throughout the entire cycle of disaster risk reduction and management.

The procedure establishes the following roles and responsibilities:

1. **Mobilization:** Volunteers are expected to actively participate in disaster risk reduction management activities in coordination with the ward-level disaster management committee.
2. **Conduct:** While engaging in disaster risk reduction and management activities, volunteers must diligently follow instructions and carry out their duties effectively, honestly, responsibly, and transparently.
3. **Confidence:** Volunteers should possess self-confidence in local disaster response and humanitarian assistance, enabling them to contribute effectively in emergency situations.
4. **Compliance:** It is essential for volunteers to adhere to approved procedures,

standards, and codes of conduct set forth by the operational procedure. This ensures consistency and adherence to established guidelines.

Furthermore, this procedure also delineates the code of conduct for disaster management volunteers and specifies their assigned working areas. They are:

- ❖ **Disaster Awareness and Early Warning:** Volunteers help raise awareness about potential hazards, disseminate early warning messages, and educate the community on preparedness measures.
- ❖ **Search, Rescue, and Relief Distribution:** Volunteers assist in search and rescue operations, providing immediate relief and distributing essential supplies to affected individuals.
- ❖ **Medical First Aid:** Volunteers with medical training or basic first aid knowledge provide critical medical support and assistance to victims during emergencies.
- ❖ **Mental Health and Physical Support:** Volunteers provide psychological support, counseling, and assistance in meeting the physical needs of survivors, helping them recover from the trauma of disasters.
- ❖ **Shelter Management:** Volunteers assist in the management of basic shelter facilities or quarantine centers, ensuring the safety and well-being of displaced individuals.
- ❖ **Protection of Vulnerable Groups:** Volunteers play a crucial role in safeguarding

By adhering to these roles and responsibilities, volunteers can effectively contribute to disaster risk reduction efforts and support the overall disaster management framework. Disaster management volunteers serve as a vital link between the affected community and formal response systems, ensuring that immediate assistance reaches those in need.. Engaging

volunteers in disaster risk reduction is not only a practical necessity but also a powerful means to foster community resilience. By embracing the spirit of volunteerism, we can tap into the collective strength and compassion of our community members, empowering them to actively contribute to our shared goal of a safer, more prepared, and resilient city.

## SITUATION ANALYSIS

Kathmandu Metropolitan City, the capital of Nepal, is located in a geographically and climatically vulnerable region, making it prone to various hazards such as earthquakes, fires and windstorms. These hazards pose significant risks to the lives, properties, and infrastructure of the city, requiring effective disaster risk reduction and management strategies.

### Strengths and Initiatives:

One of the key strengths in the ward 15, 17 & 27 of Kathmandu Metropolitan City is the active engagement of dedicated volunteers who play a vital role in disaster management efforts. Their commitment, local knowledge, and community mobilization skills contribute to raising awareness,

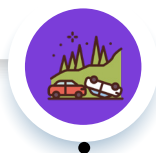
enhancing preparedness, and promoting resilience. The collaboration between technical advisors, community leaders, and local elected representatives is another strength, ensuring the inclusivity and effectiveness of disaster management strategies.

Acknowledging the importance of partnerships, some non-governmental organizations such as Japan International Support Program (JISP), NFYN have provided technical expertise and rescue goods kit support. These partnerships have facilitated the implementation of comprehensive action plans, capacity-building initiatives, and the development of sustainable disaster management practices.

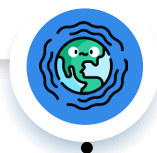
### POTENTIAL HAZARDS AND RISKS



**FIRE**



**ROAD  
ACCIDENTS**



**EARTHQUAKE**



Earthquake:

Nepal, including Kathmandu Metropolitan City, lies in a seismically active zone and is prone to earthquakes.

The devastating Gorkha earthquake in 2015 highlighted the city's vulnerability to seismic events, causing widespread destruction, loss of lives, and displacement of residents.

The city's high population density and inadequate infrastructure resilience increase the risks associated with earthquakes. The potential for future earthquakes necessitates proactive measures in terms of preparedness, early warning systems, and resilient infrastructure.

Fire:

Kathmandu Metropolitan City is highly vulnerable to fire incidents due to various factors such as densely populated areas, improper electrical wiring, flammable construction materials, and lack of fire safety measures.

The occurrence of fire incidents has caused significant destruction to residential and commercial buildings, leading to loss of lives, displacement of residents, and economic losses. Fire incidents can rapidly spread in congested areas, making it challenging for emergency responders to control the situation.

Road Accidents:

Kathmandu Metropolitan City experiences a high number of road accidents, primarily due to factors such as reckless driving, poor road conditions, inadequate traffic management, and insufficient enforcement of traffic rules.

Road accidents result in injuries, loss of lives, damage to vehicles, and disruption of traffic flow, impacting the overall safety and well-being of residents.

The city's congested roads and growing vehicle population contribute to the increased risks of road accidents.

**Case Study: Massive Fire Outbreak in KMC-17 at Classic Buffet Point Party Palace**  
*(Source: my Replubica Newspaper)*

In a shocking incident on April 10, 2022, a devastating fire engulfed the Classic Buffet Point Party Palace located in Khusibu, Kathmandu. The fire erupted during the preparations for a marriage reception, resulting in an estimated property loss of approximately Rs 4.5 million. The incident prompted a swift response from the Nepal Army, Nepal Police, and local residents, who united their efforts and tirelessly battled the flames for an hour until they were successfully extinguished. This incident serves as a powerful reminder of the critical role of disaster preparedness and community resilience in the face of unforeseen crises. It highlights the urgent need for support and unity within the community during times of adversity.

## Disaster Management Volunteers' Challenges:

Despite their invaluable contributions, volunteers face certain challenges in fulfilling their roles effectively. Communication and language barriers hinder coordination and effective engagement with the disaster management committee. Limited resources, including financial constraints and a lack of skilled manpower, pose challenges in implementing and sustaining disaster management activities. Additionally, volunteers often face difficulties in revealing their identity and gaining recognition within the community, which can affect their access to resources and support.

### Importance of Volunteer Action Plan:

To address the identified gaps and challenges, the Volunteer Action Plan plays a crucial role. It provides a strategic framework to guide the efforts of volunteers, technical advisors, and stakeholders involved in disaster risk reduction and management. The action plan aims to enhance community resilience, promote preparedness, and strengthen response capabilities. By leveraging the

strengths of volunteer engagement, promoting collaboration, and addressing challenges, the action plan will contribute to building a safer, more resilient Kathmandu Metropolitan City.

Through the implementation of the Volunteer Action Plan, the city can create a more proactive, inclusive, and sustainable approach to disaster risk reduction. The plan empowers volunteers, enhances their effectiveness, and ensures their crucial role in community-based disaster management efforts. By utilizing the strengths and opportunities identified, the action plan will facilitate effective coordination, capacity-building, and resource mobilization to address the potential hazards and risks faced by Kathmandu Metropolitan City.

By acknowledging the importance of partnerships and leveraging available resources, the city can enhance its disaster management capabilities and promote a culture of resilience. The collective efforts of volunteers, technical advisors, and stakeholders will contribute to a safer and more prepared Kathmandu Metropolitan City, ensuring the well-being and safety of its residents in the face of future disasters.

## METHODOLOGY

The methodology employed in developing the action plan embraced a participatory approach, engaging a wide range of stakeholders throughout the process. This inclusive methodology ensured active involvement and collaboration from various

individuals and groups, fostering a sense of ownership and collective responsibility towards the final outcome.

The overall methodology employed in the development of the volunteer action plan

The methodology utilized a variety of tools. They are:



**Desk-based Research:** The development of the volunteer action plan began with desk-based research. This involved reviewing existing literature, reports, and relevant documents related to disaster risk reduction and volunteer engagement. The research provided a foundation of knowledge and best practices to inform the subsequent stages of the action plan development.



**Workshops and Meetings:** The methodology employed interactive workshops and meetings as participatory events to engage the volunteers from wards 15, 17, and 27 of Kathmandu Metropolitan City. A three-day workshop was conducted to facilitate learning, collaboration, and decision-making. The workshops utilized various interactive methods and sessions to foster an inclusive and supportive learning environment.



**Analysis of Information and Data:** A significant part of the workshop was dedicated to conducting a situation analysis. Through the use of rich picture methodology, participants explored the current state of disaster risk reduction in their communities. This exercise encouraged critical thinking, creativity, and group discussions to identify specific challenges, needs, and priorities. The analysis of information and data gathered during the workshop provided valuable insights for developing the action plan.



**Preparation of Draft Action Plan:** The workshop participants actively contributed their ideas, experiences, and expertise in developing the strategic action plan. Group work activities were conducted to identify and prioritize key areas for action. Practical strategies and solutions were developed, tailored to the unique needs of each community. Facilitators played a crucial role in guiding the sessions, facilitating discussions, and ensuring the objectives of the workshop were met.



**Finalization of Draft Action Plan:** Following the workshop, the developed action plans were reviewed and refined through an iterative process. The feedback received during the review sessions allowed for further improvement and fine-tuning of the action plans. The finalization of the draft action plan involved extensive revision, ensuring its alignment with the needs and priorities identified during the workshop.

provided an active platform for volunteers to engage in disaster risk reduction initiatives. By utilizing interactive methods, fostering collaboration, and emphasizing practical planning, the methodology empowered volunteers to develop a comprehensive action plan. The participatory approach ensured that the action plan addressed the specific challenges and needs of each community. The gathered information from the workshop was extensively revised and refined multiple times before finalizing the action plan. This methodology ensured the engagement of volunteers, promoted ownership, and facilitated the development of an effective & community-centered volunteer action plan.



## KEY STRATEGIES



### STRATEGY 1

#### Establishing a Formal Framework for Disaster Management Volunteers

##### GOAL

The goal of this strategy is to establish a systematic and organized framework for the mobilization of disaster management volunteers, ensuring their effective engagement in disaster response and preparedness efforts.



To enhance transparency and streamline the recruitment and selection process of capable volunteers, it is crucial to establish a formal framework for disaster management volunteers. This framework will provide guidelines, standards, and communication channels for the efficient management of volunteers.

Another aspect of this strategy is the formation of subgroups among the volunteers based on their expertise, knowledge, and skills. These subgroups, led by nominated team leaders, will focus on specific areas such as Fire Fighting, Rescue Operations, First Aid Management, and Relief Distribution. This ensures that volunteers are assigned tasks according to their capabilities, leading to more efficient disaster response and preparedness.

The safety and welfare of volunteers are of utmost importance. To protect their well-being,

it is essential to provide health and accidental insurance coverage facilities. Additionally, formal identification of volunteers within the organization is necessary for their engagement in disaster response and preparedness activities. Recognizing and motivating volunteers is crucial to sustain their engagement and dedication. In this strategy, volunteers are appreciated and recognized for their contributions and efforts through the issuance of letters of appreciation based on performance evaluations. Occasional retreats and team-building activities are also organized to foster a sense of camaraderie and boost morale among the volunteers.

By implementing this strategy and establishing a formal framework for disaster management volunteers, we aim to create a more efficient and organized system for their engagement. Volunteers will play a vital role in our disaster response and preparedness efforts, contributing their skills and knowledge to build a safer and more resilient community.



### STRATEGY 2

#### Enhancing the Capacity of Institutions and Individuals

##### GOAL

The goal of this strategy is to strengthen the capacity of disaster management volunteers and community members through educational and capacity building programs. By providing



training and workshops, we aim to equip volunteers with the necessary skills and knowledge to train the community in disaster management.

In each respective ward, there exists a formal group of community-level disaster management volunteers known as the disaster management bureau. Comprising 41 members, these volunteers operate under the ward-level Disaster Management Committee, as outlined in the “Disaster Management Volunteer's Bureau Formation and Mobilization Procedure 2078”. This strategy focuses on enhancing the capacity of these volunteers and the wider community through various educational initiatives.

To bolster the skills and capabilities of disaster management volunteers, we will conduct a series of training programs and workshops. These sessions will cover topics such as First Aid Management, Search and Rescue, and Mental Health and Psychosocial Support, tailored to the specific needs identified through situational analysis. The trained volunteers will then play a crucial role in training and empowering the community.

In line with this approach, we will mobilize trained local human resources who can effectively transfer their knowledge and skills to the community members. By enhancing the capacity of disaster management volunteers first, we ensure that they possess the necessary expertise to train and empower the local community. From basic to advanced levels of training, including areas like fire safety and first aid, we will address the specific demands of the community in response to various disaster

hazards.

Once equipped with theoretical and practical knowledge, both volunteers and community members will be sensitized to the issues at hand. Through this comprehensive capacity enhancement process, they will be able to prevent loss of life and property by effectively applying their knowledge and skills during emergency situations. Some volunteers and community members have already received general knowledge on these topics through training sessions, interactive workshops, and practical exercises.

By implementing this strategy, we aim to enhance the overall capacity of both disaster management volunteers and community members. Through knowledge transfer, training, and sensitization, we will empower individuals to actively contribute to disaster preparedness and response efforts. Together, we can build a resilient community that is well-equipped to mitigate the impacts of disasters and protect the well-being of its residents.



### STRATEGY 3

#### Engagement of Disaster Management Volunteers in Disaster Preparedness and Response

##### GOAL

The goal of this strategy is to actively involve disaster management volunteers in assessing, mapping,



and raising awareness among school children and community members about local disaster hazards, as well as preparing them for effective disaster response.

Volunteers play a crucial role as frontline responders and community catalysts in implementing this strategy. They are the driving force behind community-based disaster preparedness and response efforts. By actively engaging in various activities, volunteers become agents of change, empowering their communities to be proactive and resilient in the face of disasters. Their dedication, expertise, and direct involvement make them instrumental in achieving the strategy's objectives. Whether it's conducting risk assessments, mapping community resources, raising awareness, or assisting in search and rescue operations, volunteers serve as pillars of support, ensuring the safety and well-being of their fellow community members. Their selflessness and commitment to making a difference exemplify the true spirit of volunteerism and its transformative power in building a safer and more resilient society.

### Volunteer's Role:

#### 1. Disaster Preparedness Activity:

- ◆ **Community Risk Assessing and Mapping:** Volunteers play a crucial role in assessing and mapping community hazards and risks such as fire, windstorm, flood, road accidents, and pandemics. By conducting observation visits and analyzing potential impacts, volunteers, along with stakeholders, develop preparedness and response strategies. They share this information with the community,

enabling them to be vigilant and apply preventive measures in advance.

- ◆ **Community Resource Mapping:** Volunteers identify existing resources within their local communities that can be utilized during disasters. They possess knowledge and ideas on linking and utilizing different types of resources, including financial, technical, human, and logistical resources relevant to past disasters in the city.
- ◆ **Disaster Awareness:** Volunteers raise awareness among community members and stakeholders regarding the impact of disasters and preventive measures. Through various awareness activities and campaigns, volunteers disseminate information on disaster preparedness, response, and safety measures for dealing with floods, fires, windstorms, pandemics, as well as WASH practices and the management of drainage and canals.
- ◆ **School Safety Awareness:** Volunteers focus on sensitizing and equipping school children and teachers with knowledge and skills related to disaster preparedness and response actions. By conducting orientation programs in coordination with school administrations and local government, volunteers empower students to act as change agents in their communities, spreading information to their family members, neighbors, and relatives.

#### 2. Disaster Response Activity:

Once trained in search and rescue operations, volunteers assist in emergency situations.

They coordinate with local government and stakeholders, utilizing available local resources. While they may not replace professional rescue teams, properly trained volunteers can support local administration during search and rescue exercises and contribute to damage assessment and identification of community needs. They can also actively participate in the distribution of relief materials to affected communities.

### 3. Disaster Recovery Activities:

Local volunteers, familiar with the location, properties, and community situations, play a vital role in post-disaster damage assessment and identifying affected communities. They selflessly mobilize to conduct awareness creation activities on disaster risk reduction measures. Their direct involvement in the affected community enables them to provide immediate assistance and support in the recovery process.

Through the implementation of this strategy, disaster management volunteers actively contribute to disaster preparedness, response, and recovery efforts. Their involvement in community risk assessment, resource mapping, awareness campaigns, search and rescue operations, and recovery activities strengthens the overall resilience of the community. Together, we strive to build a safer and more resilient environment for all.



## STRATEGY 4

**Establish robust networks with civil society organizations, government bodies, private sectors, and public sectors to foster collaboration and partnerships**

### GOAL

The goal of this strategy is to establish robust networks and collaborations with civil society organizations, government bodies, private sectors, and public sectors to foster effective partnerships in disaster risk reduction efforts.



Volunteers play a crucial role in establishing and nurturing these networks and partnerships. Their active participation and engagement are vital in bringing together diverse stakeholders to collectively address the issues that contribute to disasters in the community. By promoting collaboration and cooperation among concerned individuals and organizations, volunteers create a platform for knowledge sharing, resource mobilization, and coordinated actions.

They act as catalysts for change, bridging the gap between different sectors and facilitating dialogue and joint initiatives. Through their efforts, volunteers contribute to reducing various disaster hazards and improving overall safety in the community. They work closely with stakeholders such as electricity providers, internet and TV services, local government, traffic authorities, police, and the department of roads to enhance fire prevention measures,



improve road conditions, and ensure the safety of pedestrians and motorists. Volunteers serve as key drivers in fostering partnerships and building a united front against disasters, ultimately creating a more resilient and prepared community.



### STRATEGY 5

**Design & implement a community-based scheme to enhance community engagement, fostering active participation & involvement in decision-making processes and initiatives.**

#### GOAL

The goal of this strategy is to design and implement a community-based scheme that enhances community engagement, fosters active participation, and promotes involvement in decision-making processes and initiatives related to disaster risk reduction.



Volunteers play a vital role in this strategy by actively engaging with the community and facilitating various projects and initiatives. They collaborate with community members to create awareness and promote active participation in campaigns focused on cleaning and maintaining drainage systems, canals, roads, and river banks. Through their involvement, volunteers help build a sense of ownership and responsibility within the community.

Volunteers also serve as knowledge and skills transfer facilitators, conducting practical and theoretical training sessions on disaster

risk reduction (DRR) and Mental Health and Psychosocial Support (MHPSS). By sharing their expertise and experiences, volunteers empower community members and contribute to building a strong and capable team within the community.

In addition, volunteers take the initiative to develop and design specific strategies and interventions tailored to the community's needs. They identify potential partners and seek support for community-based activities, ensuring that the strategies are contextual and effective in addressing the community's unique challenges and requirements.

Through their active involvement, volunteers enable community members to actively participate in decision-making processes and take ownership of initiatives aimed at reducing disaster risks and promoting community resilience. By fostering community engagement and collaboration, volunteers contribute to building a stronger and more prepared community that can effectively respond to and mitigate the impact of disasters.



### STRATEGY 6

**Utilize ICT tools and technologies to promote, connect, and engage with volunteers and individuals in the community, facilitating effective communication and outreach.**

## GOAL

The goal of this strategy is to utilize ICT tools and technologies to promote, connect, and engage with volunteers and individuals in the community, facilitating effective communication and outreach in the context of disaster risk reduction and mental health and psychosocial support.



Volunteers play a crucial role in implementing this strategy by leveraging ICT tools and technologies to enhance communication and outreach. They actively participate in the creation and management of a common communication platform, such as a social media group, where volunteers can connect remotely and exchange information. Through this platform, volunteers facilitate effective communication and information sharing among themselves and with community members, focusing on disaster reduction and mental health and psychosocial support.

Volunteers take the initiative to promote the use of ICT tools and technologies among their fellow volunteers and community members. They encourage the adoption of digital

platforms and educate others on their benefits and functionalities. Volunteers actively engage with individuals in the community, ensuring they are aware of and have access to the digital channels for communication and information dissemination.

Furthermore, volunteers contribute to content creation and dissemination through ICT platforms. They share educational materials, awareness campaigns, and updates on disaster risk reduction efforts using various digital tools. Volunteers also actively participate in discussions, responding to queries, providing guidance, and fostering engagement within the online community.

By utilizing ICT tools and technologies, volunteers enhance connectivity, streamline communication, and broaden the reach of their efforts. They empower individuals in the community to stay informed, participate actively, and contribute to disaster risk reduction and mental health and psychosocial support initiatives. Through effective utilization of ICT, volunteers strengthen their impact and promote a more connected and engaged community.

## ESTABLISHING A MONITORING AND EVALUATION (M&E) PLAN:

To ensure effective implementation and progress tracking of the Volunteer Action Plan, a robust M&E framework will be developed and operationalized. This framework will monitor various aspects, including progress, outcomes, execution experiences, challenges faced,

lessons learned, and mitigation measures taken in engaging Disaster Management (DM) volunteers for Disaster Risk Reduction and Management (DRRM) in the community.

The following monitoring and evaluation tools will be utilized:

1

### **Review of Quarterly Activity Progress Reporting from DM Volunteer Bureau**

Regular review of quarterly progress reports submitted by the Disaster Management Volunteer Bureau to the Disaster Management Committee (DMC) will help track the plan's advancement.

2

### **Field Observation by Ward Office and Disaster Management Committee**

The Disaster Management Committee and Ward Office of concerned wards in Kathmandu Metropolitan City (KMC) will conduct field observations of DM volunteer activities to ensure adherence to regulations and result-oriented actions.

3

### **Interaction between DMC, DM Volunteer Bureau, Beneficiaries and Community Stakeholders**

Transparent execution of operational plans will be ensured through interactions and impact analysis, facilitated by mechanisms such as social audit forms.

4

### **Review and Analysis of Social and Digital Media**

Public responses to specific activities will be monitored and analyzed through digital platforms, including online news, social media, and web-based platforms, to assess the usefulness of the conducted activities in addressing community issues.

5

### **Documentation of Each Action**

Comprehensive documentation, including photos, videos, media links, case studies reports, and audit reports, will serve as crucial evidence of the activities carried out and their outcomes for the evaluation of the guiding document.

6

### **Analysis of Resource Allocation from Local Government**

An analysis of the local government's annual resource allocation to the DRRM sector will reflect the progress made and demonstrate the commitment to engaging volunteers in the community, as outlined in the Volunteer Action Plan.



Activities	Expected Outcome	Timeline	Targeted Quantity	Responsible Actors/ Agencies	Supporting Agencies
Develop a formal framework for DM volunteers	i. Establishment of clear guidelines and criteria for selecting and replacing volunteers, ensuring a systematic and efficient process that results in a capable and sustainable volunteer team for ongoing disaster management efforts. Elect a focal person among DM volunteers and organize meeting between DMC and DM volunteers. ii. Maintain regular communication with the DMC and facilitate coordination of the communication channels, ensuring a seamless flow of information and effective collaboration in disaster management efforts. Provide insurance to DM volunteers. iii. Fostering of a sense of belongingness and identity among the volunteers, promoting team cohesion, pride, and	i. As per need-Continue FY 2080-2084	i. As per need	i. DMC	i. Ward Office, DMC, Local Government and Local Humanitarian Organizations
i. Develop the volunteer recruitment and replacement standards and procedures. Recruit and replace DM volunteers as per standard					
ii. Elect a focal person among DM volunteers and organize meeting between DMC and DM volunteers		ii. Within a week of First Month of New FY 2080 & 2083	ii. Two Times Once in two years	ii. DMC and DM Volunteers Bureau	ii. Ward Office
iii. Provide ID card and any other items to promote sense of belongingness (such as cap, jackets etc.)					
iv. Provide insurance to DM volunteers					
v. Registration and Identification of Disaster Management Volunteers at National Volunteer Management (online) System and making them		iii. Once in two year (Within Bhadra Month	iii. 2 Times (Once in two years)	iii. DMC & Ward Office	iii. DMC, Ward Office and KMC



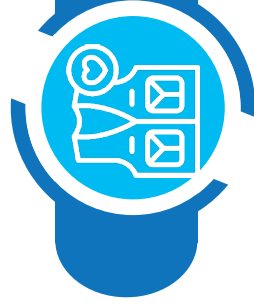
ready to be deployed effectively in disaster risk reduction activities accordingly	<p>recognition within the disaster management community.</p> <p>iv. Enhanced safety and welfare, ensuring that volunteers are covered and protected in case of any unforeseen incidents or injuries that may occur during their service, thus encouraging greater participation and peace of mind among volunteers.</p> <p>v. Community-level disaster management volunteers are listed and registered in the national level volunteer management (online) system, which would help the mobilization and management of the necessary manpower on a expertise basis.</p>	<p>FY 2080 &amp; 2083</p> <p>iv. Once a year (End of Aswin Month) FY 2080-2084</p> <p>v. Within a Bhadra Month of First FY 2080-2081 <i>It can be continued</i></p>	<p>iv. 4 Times (Annually 1 Times)</p> <p>v. As per need</p>	<p>iv. DMC</p> <p>v. DM Volunteer Bureau</p> <p>vi. DMC</p>	<p>iv. Ward Office</p> <p>v. Ward Office and National Disaster Risk Reduction and Management Authority</p>
Organize sector-specific subgroups among Disaster Management volunteers, based on their expertise, and appoint a team leader for each sector	<p>Improved specialization, coordination, and efficiency in disaster response and management, ensuring effective utilization of volunteer skills and resources for better outcomes in each sector.</p>	<p>Once in two year ( End of Aswin Month) FY 2080 &amp; 2083</p>	<p>2 Times (Once in two years)</p>	<p>DM Volunteer Bureau</p>	<p>Ward Office and DMC</p>
Conduct a Review and Planning meeting of DM volunteers	<p>Improved understanding of strengths, areas for improvement, and strategic planning, leading to enhanced coordination, effectiveness, and efficiency in disaster response and preparedness efforts.</p>	<p>Once in a Month (First Saturday of Every Month ) FY 2080-2084</p>	<p>48 Times (Annually 12 Times)</p>	<p>Disaster Management Bureau</p>	<p>DMC, Ward Office and Local Educational and Social Organizations</p>

Activities	Expected Outcome	Timeline	Targeted Quantity	Responsible Actors/ Agencies	Supporting Agencies
<p>Motivate and recognize DM volunteers through various means:</p> <ul style="list-style-type: none"> <li>◆ Recognize and reward volunteers based on their performance and valuable contributions.</li> <li>◆ Issue appreciation letters to acknowledge the dedication and efforts of DM volunteers.</li> <li>◆ Organize felicitation programs to publicly honour and appreciate the contributions of DM volunteers.</li> <li>◆ Arrange retreat programs to provide a platform for relaxation, rejuvenation, and team-building activities for DM volunteers, fostering a sense of camaraderie and motivation.</li> </ul>	<p>Increased volunteer satisfaction, motivation, and commitment, leading to enhanced performance, continued engagement, and a strengthened sense of purpose and dedication in serving the community during disaster management activities.</p>	<p>i. One time in a year ( With in Jesta Month) FY 2080-2084</p> <p>-ii. Once in a year (Within Jesta Month) FY 2080-2084)</p> <p>iii. As per need FY 2080-2084</p> <p>iv. Once a year ( With in Magh Month) FY 2080-2084)</p>	<p>i. 4 Times (Annually 1 Times)</p> <p>ii. 4 Times (Annually 1 Times)</p> <p>iii. As per need</p> <p>iv. 4 Times (Annually 1 Time)</p>	<p>i. DMC and Volunteers bureau</p> <p>ii. DMC</p> <p>iii. DMC</p> <p>iv. DMC and disaster management volunteers bureau</p>	<p>i. Ward office</p> <p>ii. Ward office</p> <p>iii. Ward office</p> <p>iv. Ward office</p>
<p>Submit periodic report to DMC</p>	<p>Establish a reporting system for documenting accomplished activities and their outcomes, enabling effective coordination and providing a comprehensive overview of the progress made in disaster management efforts.</p>	<p>Quarterly ( with in Ashoj, Poush, Chaitra and Jesta Month) FY 2080-2084</p>	<p>16 Times (Annually four times)</p>	<p>Disaster Management Volunteer Bureau</p>	

## STRATEGY 2 : Enhance the capacity of institutions and individuals

Activities	Expected Outcome	Timeline	Targeted Quantity	Responsible Actors/ Agencies	Supporting Agencies
Conduct training of DM volunteers on following topics: <ul style="list-style-type: none"> <li>First Aid (Basic &amp; Advance level)</li> <li>Search and Rescue (Theory &amp; Practical)</li> <li>Mental Health and Psychosocial Support (MHPSS)</li> </ul>	Skilled and well-prepared DM volunteer team capable of effectively responding to emergencies, providing crucial medical assistance, conducting search and rescue operations, and offering vital mental health support to affected individuals.	<ul style="list-style-type: none"> <li>i. Annually ( With in Ashoj Month) FY 2080-2084</li> <li>ii. Annually ( With in Falgun Month ) FY 2080-2084</li> <li>iii. Annually (Within Chaitra FY 2080-2084</li> </ul>	<ul style="list-style-type: none"> <li>i. Times (Annually 1 Times)</li> <li>ii. 4 Times (Annually 1 Times)</li> <li>iii. 4 Times (Annually 1 Times)</li> </ul>	<ul style="list-style-type: none"> <li>i. DM Volunteer Bureau and DMC</li> <li>ii. DM Volunteer Bureau and DMC</li> <li>iii. DM Volunteer Bureau and DMC</li> </ul>	<ul style="list-style-type: none"> <li>i. Ward Office, Local health intuition, social organization, and local private organizations</li> <li>ii. Ward Office and Relevant Departments of KMC</li> <li>iii. Ward Office, Local health intuition, social organization, and local private organizations</li> </ul>
Training of Community members on First Aid (Basic level), facilitated by DM volunteers	Empowered community equipped with the knowledge and skills to provide immediate assistance and potentially save lives in emergency situations.	Once a year ( With in Jestha Month )	4 Times (Annually 1 Times)	DM Volunteer Bureau and DMC	DMC

Activities	Expected Outcome	Timeline	Targeted Quantity	Responsible Actors/ Agencies	Supporting Agencies
Training on Fire Safety & Control to DM volunteers and community members	Enhanced ability to prevent, respond to, and effectively manage fire incidents, resulting in improved safety and reduced damage to lives and property within the community.	Every three months in a year (Within Kartik, Falgun & Jyestha Months) FY 2080-2084	16 Times (Annually 4 times)	DM Volunteer Bureau and DMC	Ward Office and Fire Brigade of KMC



### STRATEGY 3 : Engagement of Disaster Management Volunteers in Disaster Preparedness and Response

Activities	Expected Outcome	Timeline	Targeted Quantity	Responsible Actors/ Agencies	Supporting Agencies
Community based disaster preparedness activities: i. Assess, identify, and map community level hazards and risks such as fire, windstorm, flood, road accidents, and pandemics and share it with DMC ii. Forest areas in Swoyambhu will be observed to assess the risk of fire hazards caused by visitors and the public. (*only for ward 15) iii. Identify the available community resources that can be utilized during disasters	i. The community people and stakeholders are aware on potential risks, and remain vigilant to prevent hazards in the community. ii. Concerned authorities are informed about potential fire hazards in forest areas and preventive measures are taken to avoid fire incidents iii. More prepared, coordinated that can effectively respond to and recover from disasters. iv. Community members are educated on fire, windstorm, flood, road accidents, and pandemic risk management, enabling them to take preparedness and response measures.	i. Twice in a year (Within Bhadra & Falgun Month) FY 2080-2084 ii. Once in a month FY 2080-2084 iii. Twice in a year (Within Poush & Jyestha Month) FY 2080-2084	i. 32 times (Annually 2 Times) ii. 48 Times (Annually 12 Times) iii. 32 times (Annually 8 Times)	i. DMC and DM Volunteer Bureau ii. DM Volunteers Bureau iii. DMC and DM Volunteer Bureau	i. Ward Office & Local Social Organizations Service Provider Organizations/ Agencies ii. DMC, Forest related government office and security forces iii. Ward Office & Local Social Organizations



<p>iv. Raise awareness about fire prevention and safety measures for dealing with floods, windstorms, pandemics, and road accidents.</p> <p>iv. Organize a campaign to promote WASH practices, including the management of drainage, canals and rivers. (*Rivers Sanitation Campaign only for ward 15 &amp; 17)</p> <p>iv. Conduct school safety awareness programs for students and teachers, focusing on disaster preparedness</p>	<p>v. Health and hygiene practices of the community are improved; and drainage and canal are improved to enhance durability and reduce potential risks.</p> <p>v. School students and teachers are sensitized and equipped with knowledge and skills for adapting to, preparing for, and responding to disasters.</p>	<p>iv. Twice a year on each hazard FY 2080-2084</p> <p>v. Once a year (Within Chaitra Month) FY 2080-2084</p> <p>vi. Annually (With in Chaitra Month ) FY 2080-2084</p>	<p>iv. 32 times (Annually 8 Times)</p> <p>v. 4 Times (Annually 1 Times)</p> <p>vi. 4 Times (Annually 1 Times)</p>	<p>iv. DMC and DM Volunteer Bureau</p> <p>v. DMC and DM Volunteer Bureau</p> <p>vi. Ward Office and DM Volunteer Bureau</p>	<p>iv. Ward Office &amp; Local Social Organizations</p> <p>v. Ward Office, Urban Health Department, Local Health and Social organizations</p> <p>vi. DMC, Ward Office, local education institutions and social organizations</p>
<p>Disaster Response activities: Perform search and rescue operations and first aid to the affected community</p> <p>Distribute relief materials to the affected community</p>	<p>Take immediate action to save lives and prevent the deterioration of the health condition of injured individuals.</p> <p>Basic needs of victims are addressed during emergencies, utilizing available resources.</p>	<p>As per need</p> <p>Continue FY 2080-2084</p>	<p>As per need</p>	<p>DMC and DM Volunteer Bureau</p>	<p>Ward Office, Local Health Institutions, Social, Private &amp; Public Organizations</p>
<p>Disaster Recovery Activities:</p> <p>i. Conduct post-disaster damage and need assessment and assist in identifying affected community.</p> <p>ii. Raise awareness on disaster risk reduction measures.</p>	<p>i. Targeted allocation of resources and support to those most affected by the disasters, facilitating effective and efficient recovery efforts.</p> <p>ii. Empowered and prepared community that can proactively mitigate hazards and minimize the impact of disasters.</p>	<p>i. As per need</p> <p>Continue FY 2080-2084</p> <p>ii. Twice in a year (Within Poush and Jetha month) FY 2080-2084</p>	<p>i. As per need</p> <p>ii. 32 times (Annually 8 Times)</p>	<p>i. Ward Office and DM Volunteer Bureau</p> <p>ii. DMC and DM Volunteer Bureau</p>	<p>i. Ward Office, Local Health Institutions, Security forces, Social, Private &amp; Public Organizations</p> <p>ii. Social, Private &amp; Public Organizations</p>



**STRATEGY 4 : Establish robust networks with civil society organizations, government bodies, private sectors, and public sectors to foster collaboration and partnerships**

<b>Activities</b>	<b>Expected Outcome</b>	<b>Timeline</b>	<b>Targeted Quantity</b>	<b>Responsible Actors/ Agencies</b>	<b>Supporting Agencies</b>
Organize coordination meeting with local stakeholders to effectively manage resources and support community-based DRR activities	Improved collaboration, coordination, and allocation of resources, resulting in more effective and sustainable DRR efforts within the community.	Thrice in a year (End of Kartik, Falgun & Jestha Month) FY 2080-2084	12 Times (Annually 3 Times)	DMC and Disaster Management Bureau	DMC and Local Social Organizations
Establish coordination with authorities responsible for electricity, internet, and TV services to effectively manage unmanaged wires and ensure the safety and organization of the infrastructure.	Safer and more organized environment, reducing the risk of accidents and improving the aesthetic appeal.	Twice a year (With Poush and Jestha Month) FY 2080-2084	8 Times in year (Annually 2 Times)	DMC and DM Volunteer Bureau	Ward Office and Nepal Electricity Authority
Establish coordination with the local government, traffic police, and department of roads to ensure the maintenance of roads and the timely updating of traffic signals, resulting in improved road safety and efficient traffic management.	Improved road conditions, enhanced traffic flow, and increased safety for both pedestrians and motorists.	Twice a year (With Ashoj Month) FY 2080-2084	8 Times a year (Annually 2 Times)	DMC and DM Volunteer Bureau	Ward Office, Local Social organizations & Department of Roads



**STRATEGY 5 : Design and implement a community-based scheme to enhance community engagement, fostering active participation and involvement in decision-making processes and initiatives**

## Volunteer Action Plan for Disaster Preparedness and Community Engagement

Activities	Expected Outcome	Timeline	Targeted Quantity	Responsible Actors/ Agencies	Supporting Agencies
Organize a community-led sanitation campaign program aimed at cleaning and maintaining the drainage systems, canals, roads, and riverbanks, with active participation from both community members and volunteers in their respective surroundings.	Improved cleanliness, reduced environmental hazards, enhanced water flow (reduce blockage of floodwater), and a healthier living environment for the community.	Monthly Basis Last Satur- day of Every Month) (FY 2080- 2084)	48 Times (Annually 12 Times)	Local Tol Improvement Committee and DM Volunteer Bureau	Local Tol Improvement Committee, DMC & Urban Health Department
Facilitate practical training sessions (drill exercises) on Disaster Risk Reduction by engaging DM Volunteers	Empowered and prepared community with increased knowledge, skills, and readiness to effectively respond to and mitigate the impact of disasters, leading to enhanced resilience and reduced vulnerability.	Once a year (With in Bhadra Month ) FY 2080- 2084)	4 Times (Annually 1 Times)	DMC and DM Volunteer Bureau	Ward Office KMC Local social and privet organization
Conduct basic level training on MHPSS to community members by DM volunteers	Increased understanding of mental health issues and improved capacity to provide appropriate support, leading to enhanced psychosocial well-being and resilience within the community.	Once a year ( With in Poush Month ) (FY 2080- 2084)	4 Times (Annually 1 Times)	DMC and DM Volunteer Bureau	Ward Office and Social Organizations
Develop small-scale, localized initiatives on DRR, focusing on designing effective strategies and interventions tailored to the specific needs and context of the community. Identification of potential partners who will support	Implementation of targeted and context-specific measures that effectively enhance community resilience, mitigate risks, and minimize the impact of disasters, leading to safer and more sustainable communities.	As per need Continue FY 2080-2084	As per need	DMC and DM Volunteer Bureau	Ward Office



**STRATEGY 6 : : Utilize ICT tools and technologies to promote, connect, and engage with volunteers and individuals in the community, facilitating effective communication and outreach.**

Activities	Expected Outcome	Timeline	Targeted Quantity	Responsible Actors/ Agencies	Supporting Agencies
Develop and manage a social media group for the Disaster Management Volunteers bureau to facilitate effective communication and information sharing, enabling timely updates and collaboration among volunteers	Improved communication and information sharing, leading to enhanced coordination, timely updates, and increased collaboration among volunteers, ultimately strengthening the effectiveness of disaster management efforts.	Within first month of the fiscal year FY 2080/2081	1 Times only in First FY	Ward level disaster management volunteers bureau	Ward level Disaster Management Committee
Utilize the social media group of volunteers to disseminate public awareness, educational materials, and informative content	Increased knowledge and awareness among the community, enabling individuals to make informed decisions, take proactive measures, and effectively respond to potential disasters.	As per need-Continue FY 2080-2084	As per need -Continue	Disaster Management Bureau	DMC



# प्रमुख रणनीतिक कार्ययोजना (काठमाण्डौ महानगरपालिका १५, १७ र २७ नं. वडा ) (आ.व. २०८०-२०८४)



रणनीति १ : विपद् पूर्वतयारी तथा प्रतिकार्यमा व्यवस्थित र संगठित स्वयंसेवक संलग्नताको सुनिश्चितता गर्नका लागि विपद् व्यवस्थापन स्वयंसेवक परिचालन सम्बन्धी संस्थागत कार्यढाँचाको स्थापना ।

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
विपद् व्यवस्थापन स्वयंसेवकका लागि संस्थागत कार्यढाँचाको निर्माण	क. व्यवस्थित प्रभावकारी प्रक्रियाको सुनिश्चित गरेर सक्षम र दिगोपन स्वयंसेवक समुह निर्माणमा विपद् व्यवस्थापनका कार्यहरूमा स्वयंसेवक छुनौट र प्रतिस्थापनका लागि स्पष्ट दिशानिर्देश र मापदण्डहरूको स्थापना हुनेछ ।	- आवश्यकता अनुसार- जारी र िख्ने (आ.व. २०८०-२०८४)	- आवश्यकता अनुसार	- विपद् व्यवस्थापन समिति	- वडा कार्यालय, विपद् व्यवस्थापन समिति र स्थानिय मानवीय संस्थाहरू
क. स्वयंसेवक प्रतिस्थापनका लागि मापदण्ड तथा कार्यविधिहरूको विकास गर्ने र त्यस अनुरूप विपद् व्यवस्थापन स्वयंसेवक प्रतिस्थापन गर्ने ।	ख. विपद् व्यवस्थापनका कार्यहरूमा सूचनाको निर्वधि प्रवाह र प्रभावकारी सहकार्य सुनिश्चितताको लागि विपद् व्यवस्थापन समितिसँग नियमित सञ्चारका साथै सहज सञ्चार प्रणालीको कायम हुनेछ ।	- नयाँ आ.व. २०८० र २०८३ को पहिलो महिनाको पहिलो हप्ता भित्र	- दुई पटक, दुई वर्षमा एक पटक	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय - विपद् व्यवस्थापन समिति र का.म.न.पा
ख. विपद् व्यवस्थापन स्वयंसेवकको समूहबाट सम्पर्क व्यक्ति चयन गर्ने र विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक बीच समन्वयात्मक बैठक आयोजना गर्ने ।	ग. स्वयंसेवकहरू बीच आतिथ्यता र पहिचानलाई बढावा दिनुका साथै विपद् व्यवस्थापन समुदाय भित्र स्वयंसेवकहरूको समुहमा एकता, गर्ववान, मान्यता तथा पहिचान हुनेछ ।	- दुई वर्षमा एक पटक (भदौ महिना भित्र आ.व. २०८०-२०८३)	- दुई पटक ( दुई वर्षमा एक पटक)	- विपद् व्यवस्थापन समिति र वडा कार्यालय	
ग. अपनत्व तथा पहिचान प्रवर्द्धनका लागि परिचय प्रत्र तथा अन्य वस्तु ( जस्तै टोपी, ज्याकेट आदि) स्वयंसेवकहरूले प्रयोग गर्ने ।					

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित सख्या	जिम्मेवार निकाय	सहयोगी निकाय
घ. विपद् व्यवस्थापन स्वयंसेवकहरूको लागी बीमाको व्यवस्था गर्ने । ङ. राष्ट्रिय स्वयंसेवक व्यवस्थापन (अनलाईन) प्रणालीमा स्वयंसेवकहरूको सूचीकृत तथा अभिलेखीकरण गर्ने र सोही अनुरूप विपद् जोखिम न्यूनीकरण गतिविधीहरूमा परिचालित हुन तत्पर गराउने ।	घ. स्वयंसेवकहरूले प्रदान गर्ने सेवाको क्रममा हुन सक्ने अप्रत्याशित घटना वा चोटपटकको अवस्थाबाट सुरक्षित राख्नुका साथै सुरक्षा तथा कल्याणमा अभिवृद्धि र स्वयंसेवकहरूको भव्य सहभागितामा बृद्धि र मनोशान्तिलाई प्रोत्साहित गर्नेछ । ङ. समुदाय तहको विपद् व्यवस्थापन स्वयमसेवकहरू राष्ट्रिय स्तरको स्वयंसेवक व्यवस्थापन (अनलाईन) प्रणालीमा स्वयंसेवकहरूको सूचीकृत तथा अभिलेखीकरणले विषयगत दक्षता र क्षेत्रगत विज्ञताको आधारमा आवश्यक जनशक्ति परिचालन तथा व्यवस्थापनमा सहज मिल्नेछ ।	- वार्षिक (असोज महिनाको अन्तिममा) आ.व. २०८०-२०८४  - पहिलो आ.व.को भदौ महिना भित्र) आ.व. २०८०-२०८१	- चार पटक (वार्षिक १ पटक)  - आवश्यकता अनुसार	- विपद् व्यवस्थापन स्वयंसेवक ब्यूरो र विपद् व्यवस्थापन समिति	- वडा कार्यालय  - वडा कार्यालय र राष्ट्रिय विपद् जोखिम न्यूनीकरण तथा व्यवस्थापन प्राधिकरण
विपद् व्यवस्थापन स्वयंसेवकहरू बीच क्षेत्रगत-विशेष उपसमूहहरू (टोलीहरू) व्यवस्थित गर्ने, विशेषज्ञताको आधारमा प्रत्येक क्षेत्रको लागि टोली नेता नियुक्त गर्ने ।	विपद् प्रतिकार्य र व्यवस्थापनमा हासिल गरेको निपुणता, विशेषज्ञता र दक्षता हेरेक क्षेत्रमा राम्रो परिणामहरू प्राप्त गर्नका लागि स्वयंसेवकहरूको ज्ञान, सीप तथा अनुभवको प्रभावकारी उपयोग सुनिश्चित हुनेछ ।	-दुई वर्षमा एक पटक ( असोज महिनाको अर्धन्तममा) आ.व. २०८०-२०८३)	- दुई पटक ( दुई वर्षमा एक पटक)	- विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	विपद् व्यवस्थापन समिति र वडा कार्यालय
विपद् व्यवस्थापन स्वयंसेवकहरूको समीक्षा र योजना बैठक सञ्चालन गर्ने ।	प्रभावकारी विपद् पूर्वतयारी र प्रतिकार्य कार्यहरू गर्न रणनीतिक योजना निर्माण, क्षेत्रगत सुधार, तथा समन्वय नेतृत्वको लागी सबल पक्षहरूको पहिचानमा सुधार आउनेछ ।	-हरेक महिनामा १ पटक ( हरेक महिनाको पहिलो शनिवार) आ.व. २०८०-२०८४	- ४८ पटक (वार्षिक १२ पटक)	विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- विपद् व्यवस्थापन समिति, वडा कार्यालय र स्थानिय शैक्षिक तथा सामाजिक संस्थाहरु

विभिन्न माध्यमबाट विपद् व्यवस्थापन स्वयंसेवकहरूलाई उत्प्रेरित र पहिचान गर्ने: क. स्वयंसेवकहरूलाई कार्यसम्पदान र महत्वपूर्ण योगदान मूल्याङ्कनको आधारमा पहिचान गरेर पुरस्कृत गर्ने	विपद् व्यवस्थापन कार्यहरूमा स्वयंसेवकको सन्तुष्टि, प्रेरणा, र प्रतिबद्धतामा बृद्धि हुनुका साथै समुदायलाई सेवा गर्ने उद्देश्यले कार्यसम्पादन गर्न तथा निरन्तर संलग्नता र समर्पणको भावनामा सुदृढ हुनेछ।	- वर्षमा एक पटक-जेठ महिना भित्र) आ.व २०८०-२०८४	- ४ पटक (वार्षिक १ पटक)	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय
ख. विपद् व्यवस्थापन स्वयंसेवकहरूको कार्यलाई पहिचान वा कदर गर्न पशंसा प्रत्र जारी गर्ने	सम्पन्न भएका कार्यहरू र उपलब्धीहरूको अभिलेखीकरण गर्न, प्रभावकारी समन्वयलाई सक्षम पार्न र विपद् व्यवस्थापन कार्यहरूमा भएका प्रगतिहरूको विस्तृत सिंहावलोकन प्रदान गर्न प्रतिवेदन प्रणालीको स्थापना हुनेछ।	- वर्षमा एक पटक-जेठ महिना भित्र) आ.व २०८०-२०८४	- ४ पटक (वार्षिक १ पटक)	- विपद् व्यवस्थापन समिति	- वडा कार्यालय
ग. विपद् व्यवस्थापन स्वयंसेवकहरूलाई कार्यहरूको योगदानलाई सार्वजनिक रूपमा सम्मान वा प्रशंसा गर्न अभिनन्दन कार्यक्रमहरू आयोजना गर्ने		- आवश्यकता अनुसार आ.व २०८०-२०८४	- आवश्यकता अनुसार	- विपद् व्यवस्थापन समिति	- वडा कार्यालय
घ. विपद् व्यवस्थापन स्वयंसेवकहरूको लागी रिट्रिट (पुनःताजगी) कार्यक्रमहरूको आयोजना गर्ने जसले स्वयंसेवकहरूलाई विश्राम, टोलीहरूको एक आपसमा चिनजानको लागी मज्ज प्रदान गर्नुका साथै उत्प्रेरणा सौहार्दको भावनालाई बढावा दिने		- वर्षमा एक पटक -माघ महिना भित्र) आ.व २०८०-२०८४	- ४ पटक (वार्षिक १ पटक)	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय
ङ विपद् व्यवस्थापन समितिलाई आवधिक प्रतिवेदन पेश गर्ने		- त्रैमासिक-असोज, पौष, चैत्र र जेठ महिना भित्र) आ.व २०८०-२०८४	- १६ पटक वार्षिक चार पटक)	- विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय



## रणनीति २ : संस्था र व्यक्तिको क्षमता अभिवृद्धि तथा विकास

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
देहाय बमोजिमका विषयहरूमा विपद् व्यवस्थापन स्वयंसेवकहरूको क्षमता अभिवृद्धि तथा विकासका तालीमहरू सञ्चालन गर्ने:	सीप हासिल र क्षमता विकास भएका पूर्ण रुपमा तयार स्वयंसेवक समुह प्रभावकारी रूपमा आपत्कालिन प्रतिकार्य गर्न, महत्वपूर्ण चिकित्सा सहायता प्रदान गर्न, खोज तथा उद्धार कार्यहरू सञ्चालन गर्न र प्रभावित व्यक्तिहरूलाई आवश्यक मानसिक स्वास्थ्य सहयोग प्रदान गर्न सक्षम हुनेछ ।	- वार्षिक रूपमा असोज महीनामा) आ.व २०८०-२०८४ - वार्षिक-फाल्गुण महीनामा) आ.व २०८०-२०८४ - वार्षिक (चैत्र महीनामा) आ.व २०८०-२०८४	- ४ पटक ( वार्षिक १ पटक)  - ४ पटक (वार्षिक १ पटक)  - ४ पटक (वार्षिक १ पटक)	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो  - विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो  - विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय, स्थानिय स्वास्थ्य संस्था, सामाजिक संस्था र स्थानिय निजी संस्थाहरु  - वडा कार्यालय र का.म.न.पा का सम्बन्धित विभागहरु  - वडा कार्यालय, स्थानिय स्वास्थ्य संस्था, सामाजिक संस्था र स्थानिय निजी संस्थाहरु
ग. मानसिक स्वास्थ्य र मनोसामाजिक सहयोग	तत्काल सहायता प्रदान गर्न र सम्भावित आपत्कालीन अवस्थाहरूमा जीवन बचाउने ज्ञान र सीपहरूबारे समुदायका सदस्यहरूको क्षमता अभिवृद्धि तथा शसक्तीकरण हुनेछ ।	वर्षमा एक पटक -जेठ महीनामा) आ.व २०८०-२०८४	४ पटक	विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	विपद् व्यवस्थापन समिति



विपद् व्यवस्थापन स्वयंसेवक र समुदायका सदस्यहरूलाई अग्नी सुरक्षा र नियन्त्रणको बारेमा प्रशिक्षण/तालिम सञ्चालन गर्ने ।	आगलागीका घटनाहरूलाई रोकथाम, प्रतिकार्य र प्रभावकारी रूपमा व्यवस्थापन गर्ने क्षमतामा सुधार तथा समुदायको जीवन र सम्पत्तिमा हुन सक्ने सम्भावित क्षतिलाई कम गर्ने क्षमतामा अभिवृद्धि हुनेछ ।	वर्षको प्रत्येक तीन महिनामा (कार्तिक, फाल्गुन र जेठ महिना भित्र) आ.व. २०८०-२०८४	१६ पटक (वार्षिक ४ पटक)	विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा कार्यालय र का.म.न.पा वारूण यन्त्र
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## रणनीति ३ : विपद् पूर्वतयारी र प्रतिकार्यमा विपद् व्यवस्थापन स्वयंसेवकहरूको संलग्नता

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
समुदायमा आधारित विपद् पूर्वतयारीका क्रियाकलापहरू:  क. आगलागी, हावाहुरी, बाढी, सडक दुर्घटना, र महामारी जस्ता सामुदायिक स्तर का प्रकोपजन्य जोखिमहरूको लेखाजोखा, पहिचान र नक्साङ्कन गर्ने र यसलाई विपद् व्यवस्थापन समितिसँग समन्वय तथा जानकारी गर्ने  ख. आगलागीबाट सर्वसाधारण वा पर्यटक तथा आगन्तुकहरूबाट हुन सक्ने सम्भावित आगलागी प्रकोप जोखिमको मूल्याङ्कन गर्न स्वयम्भूको वन क्षेत्रको निरीक्षण गर्ने । (वडा नं. १५ को लागि मात्र)	क. समुदायका व्यक्ति तथा सरोकारवालाहरूलाई सम्भावित जोखिमको बारे सचेत बाजाउनुका साथै यस्ता जोखिम रोकथाममा सक्रियता प्रदान गर्नु  ख. स्थानिय वन अधिकारीहरूलाई वन क्षेत्रहरूमा हुन सक्ने सम्भावित आगलागी प्रकोप जोखिमहरू बारे जानकारी प्रदान गर्नुका साथै आगलागीबाट बच्ने रोकथामका उपायहरू अपनाउन मद्दत गर्नेछ  ग. थप पूर्वतयारी तथा समन्वयले प्रभावकारी प्रतिकार्य र विपद्बाट पुनः लाभका लागी मद्दत हुनेछ	- वार्षिक २ पटक भदौ र फाल्गुन महिना भित्र) आ.व २०८०-२०८४  - महिनामा एक पटक आ.व २०८०-२०८४	- ८ पटक (वार्षिक २ पटक)  - ४८ पटक (वार्षिक १२ पटक)  - ३२ पटक (वार्षिक ८ पटक)	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो  - विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय र स्थानीय सामाजिक संस्था सेवा प्रदायक संस्था/ एजेन्सीहरू  - विपद् व्यवस्थापन समिति र वन सम्बन्धित सरकारी कार्यालय र सुरक्षा बल

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित सख्या	जिम्मेवार निकाय	सहयोगी निकाय
ग. विपद्को समयमा उपयोग गर्न सकिने उपलब्ध सामुदायिक स्रोतहरू पहिचान गर्ने	घ. समुदायका सदस्यहरूलाई आगलागी, हावाहुरी, बाढी, सडक दुर्घटना र महामारी जस्ता जोखिम व्यवस्थापनका लागि पूर्वतयारी तथा प्रतिकार्यका उपायहरूमा शिक्षित एवम् सक्षम बनाउनेछ	- एक वर्षमा दुई पटक (पौष र जेठ महिना भित्र) आ.व २०८०-२०८४	- ३२ पटक (वार्षिक ८ पटक) - ४ पटक (वार्षिक १ पटक)	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरा	- वडा कार्यालय र स्थानीय सामाजिक संस्थाहरू
घ. आग्नि नियन्त्रण तथा बाढी, हावाहुरी, महामारी र सडक दुर्घटनाबाट बच्ने सुरक्षा उपायहरूको बारेमा समुदायमा सेचेतना जगाउने	ङ. समुदायको स्वास्थ्य तथा स्वच्छता अभ्यासमा सुधार हुनुका साथै ढल तथा नालीको स्तरमा सुधार आउनेछ	- प्रत्येक जोखिमका लागि वार्षिक दुई पटक आ.व २०८०-२०८४	- ४ पटक (वार्षिक १ पटक)	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरा	- वडा कार्यालय र स्थानीय सामाजिक संस्थाहरू
ङ. खानेपानी, सरसफाई तथा स्वच्छता प्रवर्द्धनका साथै ढल तथा नाली, खोला र नदी व्यवस्थापन बारे सरसफाई अभियान सञ्चालन गर्ने । (खोला र नदी सरसफाई अभियान वडा नं. १५ र १७ को लागि मात्र)	च. विद्यालयका विद्यार्थी र शिक्षकहरू विपद्को सामना गर्न, त्यसको लागि तयारी रहन र प्रतिकार्य गर्ने ज्ञान तथा सीपहरू सहित क्षमता अभिवृद्धि हुनेछ	- वर्षमा एक पटक (चैत्र महिना भित्र) आ.व २०८०-२०८४	- ४ पटक (वार्षिक १ पटक)	- विपद् व्यवस्थापन स्वयंसेवक ब्यूरा	- वडा कार्यालय, सहरि स्वास्थ्य विभाग, स्थानि स्वस्थ र सामा(जक संस्थाहरू
च. विद्यार्थी र शिक्षकहरूका लागि विपद् पूर्वतयारीमा केन्द्रित विद्यालय सुरक्षा सचेतना कार्यक्रमहरू सञ्चालन गर्ने	क. जीवन बचाउन र घाइते व्यक्तिहरूको स्वास्थ्य अवस्था बिग्रन नदिन तत्काल कदम चाल्नेछ	- वार्षिक (चैत्र महिनामा) आ.व २०८०-२०८४	- ४ पटक (वार्षिक १ पटक)	- वडा कार्यालय व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय र स्थानीय सामाजिक संस्था, सेवा प्रदायक संस्था/ एजेन्सीहरू
विपद् प्रतिकार्यका कार्यहरू: क. खोज तथा उद्धार कार्य र प्रभावित समुदायलाई प्राथमिक उपचार सेवा प्रदान गर्ने ख. प्रभावित समुदायलाई राहत सामग्री वितरण गर्ने	ख. उपलब्ध श्रोत साधनको उपयोग गरी आपत्कालिन अवस्थामा पीडितका आधारभूत आवश्यकताहरू सम्बोधन हुनेछ	- आवश्यकता अनुसार निरन्तर राख्ने आ.व २०८०-२०८४	- आवश्यकता अनुसार	- विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरा	- वडा कार्यालय र स्थानीय सामाजिक संस्था, सेवा प्रदायक संस्था/ एजेन्सीहरू

विपद् पुर्नःलाभका कार्यहरू : क. विपद् पश्चातका क्षति र अवस्यकताको लेखाजोखा गर्ने र प्रभावित समुदायको पहिचान गर्न सहयोग गर्ने ख. विपद् जोखिम न्यूनीकरणका उपायहरूबारे जनचेतना जगाउने	क. प्रभावकारी पुनःलाभका कार्यहरूलाई सहजीकरण गर्दै विपद्बाट अत्यन्तै प्रभावितहरूलाई भ्रोट र सहयोगको लागि लक्षित भ्रोटहरू विनियोजन गर्न मद्धत हुनेछ ख. जोखिम र विपद्का सम्भावित प्रभावहरूलाई न्यूनीकरण गर्न समुदाय पूर्णतयारी तथा सक्षम हुनेछ	- आवश्यकता अनुसार जारी राख्ने आ.व २०८०-२०८४ - प्रत्येक जोखिमका लागी वार्षिक (पौष र जेठ महिना भित्र) आ.व २०८०-२०८४	- आवश्यकता अनुसार - ३२ पटक (वार्षिक ८ पटक) - विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय व्यवस्थापन स्वयंसेवक ब्यूरो - विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	- वडा कार्यालय, स्थानीय स्वास्थ्य संस्था, सुरक्षा बल, सामाजिक, निजी तथा सार्वजनिक संस्थाहरू - सामाजिक, निजी र सार्वजनिक संस्थाहरू
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रणनीति ४ : सहकार्य र साभेदारीलाई बढावा दिन नागरिक समाज संगठनहरू, सरकारी निकायहरू, निजी क्षेत्रहरू र सार्वजनिक क्षेत्रहरूसँग बलियो सञ्जाल स्थापना

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
भ्रोटहरू प्रभावकारी रूपमा व्यवस्थापन गर्न र समुदायमा आधारित विपद् जोखिम न्यूनीकरणका कार्यहरूलाई समर्थन गर्न स्थानीय सरोकारवालाहरूसँग समन्वय बैठक आयोजना गर्ने	हकार्य, समन्वय र भ्रोटहरूको विनियोजनको परिणाम स्वरूप समुदायमा थप प्रभावकारी र दिगो विपद् जोखिम न्यूनीकरणका कार्यहरू मा सुधार ल्याउनेछ	वार्षिक तीन पटक (कार्तिक, फाल्गुन र जेठ महिनाको अन्त्यमा) आ.व २०८०-२०८४	१२ पटक (वार्षिक ३ पटक)	विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	विपद् व्यवस्थापन समिति र स्थानीय सामाजिक संगठनहरू

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
अव्यवस्थित तारहरूलाई प्रभावकारी रूपमा व्यवस्थापन र पूर्वाधारको सुरक्षाको सुनिश्चित गर्न बिद्युत, इन्टरनेट र टिभी सेवाहरूको जिम्मेवार निकायसँग समन्वय स्थापना गर्ने	सुरक्षित र थप व्यवस्थित वातावरण, दुर्घटनाको जोखिम न्यूनीकरण र सौन्दर्यमा सुधार आउनेछ	वार्षिक २ पटक (पौष र जेठ महिनामा) आ.व २०८०-२०८४	८ पटक (वार्षिक २ पटक)	विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा कार्यालय, नेपाल विद्युत प्राधिकरण र इन्टरनेट र टिभी सेवा प्रदायक संस्थाहरू
सडक सुरक्षा र प्रभावकारी ट्रैफिक व्यवस्थापनमा सुधार गर्नको लागि सडकको मर्मतसम्भार र ट्रैफिक चिन्ह तथा संकेतको समयमै अद्यावधिकको सुनिश्चित गर्न स्थानीय सरकार, ट्रैफिक प्रहरी र सडक विभागसँग समन्वय स्थापना गर्ने	सडक अवस्थामा सुधार, ट्रैफिक प्रवाहमा सहजता तथा पैदल यात्री र मोटर चालकहरूको लागी सुरक्षा प्रदान हुनेछ	वार्षिक २ पटक (असोज महिना भित्र) आ.व २०८०-२०८४	८ पटक (वार्षिक २ पटक)	विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा कार्यालय, स्थानीय सामाजिक संस्थाहरू, सडक विभाग, ट्रैफिक र प्रहरी कार्यालय



रणनीति ५ : सामुदायिक संलग्नता अभिवृद्धि गर्न, निर्णय प्रक्रिया र पहलहरूमा सक्रिय सहभागिता र संलग्नता बढाउन सामुदायमा-आधारित योजना निर्माण र कार्यान्वयन

क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
समुदायका सदस्य र स्वयंसेवकहरू दुवैको सक्रिय सहभागितामा ढल सञ्चालन प्रणाली नाली, सडक र नदी किनारहरू सरसफाई र मर्मत गर्ने उद्देश्यका साथ समुदायको नेतृत्वमा सरसफाई अभियान कार्यक्रम आयोजना गर्ने	सरसफाई प्रवर्द्धन, वातावरणीय जोखिम न्यूनीकरण, परिष्कृत पानी प्रवाह (बाढीको पानी प्रवाहमा हुने अवरोध न्यूनीकरण) र समुदायको लागि स्वस्थ वातावरण निर्माणमा सुधार आउनेछ	मासिक (हरेक महिनाको अन्तिम शनिबार) आ.व २०८०-२०८४	४८ पटक (वार्षिक १२ पटक)	स्थानीय टोल सुधार समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा कार्यालय, स्थानीय टोल सुधार समिति विपद् व्यवस्थापन समिति, शहरी स्वास्थ्य विभाग र वातावरण विभाग

विपद् व्यवस्थापन स्वयंसेवकहरूको संलग्नतामा विपद् जोखिम न्यूनीकरणबारे प्रयोगात्मक तालीम सत्रहरू नमुना अभ्यासको सहजीकरण गर्ने	विपद्को प्रभावलाई कम तथा प्रभावकारी रूपमा प्रतिकार्य गर्न र यसबाट हुने क्षति न्यूनीकरणका लागि ज्ञान, सीप र तत्परता सहितको परिष्कृत उत्थानशील सशक्त समुदाय हुनेछ	वर्षमा एक पटक-भदौ महिनामा आ.व. २०८०-२०८४	४ पटक (वार्षिक १ पटक)	विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा कार्यालय र सामाजिक, निजी तथा सार्वजनिक संस्थाहरू
विपद् व्यवस्थापन स्वयंसेवकहरूद्वारा सामुदायिक सदस्यहरूलाई मानसिक स्वास्थ्य तथा मनोसामाजिक सहयोग सम्बन्धि आधारभूत स्तरको तालिम सञ्चालन गर्ने	मानसिक स्वास्थ्य समस्याहरूमा बुझाई तथा उपयुक्त सहयोग प्रदान गर्न क्षमता अभिवृद्धि, जसले समुदाय भित्र परिष्कृत मनोसामाजिक कल्याणलाई उत्थानशीलमा बढावा दिनेछ	वार्षिक एक पटक (पौष महिनामा) आ.व. २०८०-२०८४	४ पटक (वार्षिक १ पटक)	विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा कार्यालय र सामाजिक संस्थाहरू
समुदायको विशिष्ट आवश्यकता र सन्दर्भ अनुरूप प्रभावकारी रणनीतिहरू र अनुकूल उपायहरू निर्माण गर्नमा ध्यान केन्द्रित गर्दै विपद् जोखिम न्यूनीकरणमा साना स्तरीय, स्थानीयकृत पहलहरू विकास गर्ने	लक्षित र सन्दर्भ-विशिष्ट उपायहरूको कार्यान्वयनले प्रभावकारी रूपमा सामुदायिक उत्थानशीलतालाई बढाउने, जोखिमहरू न्यूनीकरण गर्ने र प्रकोपहरूको प्रभावलाई न्यूनीकरण गर्नुका साथै जसले सुरक्षित र अधिक दिगो समुदायहरू निर्माणमा अग्रसरता लिनेछ	आवश्यकता अनुसार आ.व. २०८०-२०८४	आवश्यकता अनुसार	विपद् व्यवस्थापन समिति र विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा कार्यालय

रणनीति ६ : विपद् व्यवस्थापन स्वयंसेवकहरूको समुदायका व्यक्तिसँग प्रभावकारी सञ्चार र आउटरिच प्रवर्द्धन, सूचना आदान प्रदान र संकनतामा प्रविधिको सदुपयोग



क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
प्रभावकारी सञ्चार र सूचना आदानप्रदान गर्ने, स्वयंसेवकहरू बीच समयमै अद्यावधिक र आपसी सहकार्यलाई सक्षम पार्न सहजीकरण गर्नका लागि विपद् व्यवस्थापन स्वयंसेवक ब्यूरोको सामाजिक सञ्जाल समूहको विकास र व्यवस्थापन गर्ने	सञ्चारमा सुधार र सूचना आदानप्रदानले समन्वय, समयसापेक्ष अद्यावधिकहरू र स्वयंसेवकहरू बीचको सहकार्यलाई बढावा दिन्छ, अन्ततः विपद् व्यवस्थापनका कार्यहरूमा प्रभावकारितालाई सुदृढ तुल्याउनेछ	आर्थिक वर्षको पहिलो महिना भित्रै २०८०-२०८१	पहिलो आर्थिक वर्षमा मात्र १ पटक	विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा स्तरीय विपद् व्यवस्थापन समिति



क्रियाकलाप	अपेक्षित परिणाम	समयावधि	लक्षित संख्या	जिम्मेवार निकाय	सहयोगी निकाय
शैक्षिक सामग्री र जनचेतनामुलक तथा जानकारीमूलक सामग्री आदानप्रदानका लागी स्वयंसेवकहरूको सामाजिक सञ्जाल समूह निर्माण र प्रयोग गर्ने	समुदायमा ज्ञान र जागरूकतामा बृद्धि गर्न, व्यक्तिहरूलाई तत्काल तथा प्रभावकारी निर्णयहरू गर्न, सक्रिय कदमहरू लिन, र सम्भावित जोखिमहरूमा प्रभावकारी रूपमा प्रतिक्रिया गर्न सक्षम बनाउनेछ	आवश्यकता अनुसार - जारी राख्ने आ.व २०८०-२०८४		विपद् व्यवस्थापन स्वयंसेवक ब्यूरो	वडा स्तरीय विपद् व्यवस्थापन समिति

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