

OFFICE FOR THE COORDINATION OF HUMANITARIAN AFFAIRS

OCHA IN 1999

**ACTIVITIES AND EXTRABUDGETARY
FUNDING REQUIREMENTS**



UNITED NATIONS

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FOREWORD

I am pleased to present, for your consideration, "OCHA in 1999", a new publication of the Office for the Coordination of Humanitarian Affairs. It provides a comprehensive view of the extrabudgetary needs of OCHA, both at headquarters and in the field. "OCHA in 1999" also highlights the areas requiring priority attention in 1999, with a view to better addressing present and future humanitarian challenges.

In 1998, a series of natural disasters and environmental emergencies produced widespread suffering and exceptionally large destruction in many countries. The international community responded to emergencies such as those caused by El Niño phenomenon, forest fires in Indonesia, Brazil and Russia, earthquakes in Afghanistan, floods in China, Bangladesh and East Africa, seismic sea waves in Papua New Guinea and Hurricanes George and Mitch in Central America. While we were still addressing the effects of these disasters, one of the worst earthquake in more than a century struck Colombia in early 1999.

1998 also marked the eruption or worsening of numerous complex emergencies, including in Angola, the Democratic Republic of the Congo, the Republic of the Congo, Ethiopia, Eritrea, Guinea Bissau, Sierra Leone and the Sudan. Most of these countries, along with the Great Lakes region, Burundi, Uganda, Somalia, the former Yugoslavia, Tajikistan, Afghanistan and the Democratic People's Republic of Korea, were the subject of the 1999 United Nations consolidated inter-agency appeals, the first ever global appeal launched by OCHA on 16 December 1998.

1998 was also marked by the further implementation of the reform of the United Nations. As a result, new management structures were put in place in OCHA, which has thus become better positioned to provide well-focused services to its partners in the key areas of coordination of humanitarian response to emergencies, policy development and advocacy.

I wish to thank the partners of OCHA for their unflagging support throughout this challenging year, which helped us to respond to the needs of both field projects and core activities. I hope that this support will continue, and that this document's clear description of our activities and our needs will improve our partnership, as we move towards the goal of predictable funding in 1999.

Sergio Vieira de Mello

Under-Secretary-General

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E m e r

gency Relief Coordinator

PREFACE

OCHA finances its activities through two main channels:

- the United Nations regular budget, which is approved by the General Assembly biennially (the 1999 amount and share of the total OCHA funding needs is shown in annex IV); and
- voluntary contributions administered under trust funds, of which the Trust Fund for the Strengthening the Office of the Coordinator (DD) and the Disaster Relief Assistance Trust Fund (DC) are the most relevant. Financial requirements for all the funds, for which OCHA appeals directly to donors, are described in the text. Special trust funds support the UNOCHA programme in Afghanistan and the International Decade on Natural Disaster Reduction (IDNDR) Secretariat. Regular contributions to these funds are vital for the work of OCHA. The legal basis, rationale and functioning of the various trust funds are shown in annex XI.

Some of the needs of OCHA are covered by the Special Account for Programme Support (OD). These resources come from the programme support costs applied to the trust funds. The costs levied range from 3 to 13 percent depending on the type of activity and trust fund. The resulting income is shared between substantive administrative activities and common services provided by the United Nations in support of OCHA extrabudgetary activities.

The information in this publication is organized into two main sections: OCHA executive management, which directs and monitors the work of the Office, and OCHA activities. Each section describes the main responsibilities of the various offices, provides an update on the evolving humanitarian and policy context in which the offices operate, describes outstanding 1998 activities and details 1999 workplans. Each chapter shows the staffing situation, as well as a breakdown of staff and non-staff extrabudgetary requirements.

INTRODUCTION

Mission Statement

OCHA is mandated to mobilize and coordinate the collective efforts of the international community, in particular those of the United Nations system, to meet in a coherent and timely manner the needs of those exposed to human suffering and material destruction in disasters and emergencies. This involves reducing vulnerability, promoting solutions to root causes and facilitating the smooth transition from relief to rehabilitation and development.

This publication describes 1999 activities and funding needs of OCHA for core functions and activities in the domain of policy, advocacy and information, complex emergency and disaster prevention and response.

OCHA's establishment at the beginning of 1998 required a process of restructuring, of staff recruitment as well as termination, and of regularization of contracts. As will be observed in later sections of this document, much time was devoted in 1998 to the successful completion of this task.

OCHA's policy and advocacy functions have been consolidated in New York; the responsibility for coordinating the response to complex emergencies has been divided between Geneva and New York, with a detailed division of responsibilities disseminated during the year; a single Secretariat, based in New York, has been created to service both the Inter-Agency Standing Committee (IASC) and the Executive Committee for Humanitarian Affairs (ECHA). The disaster mitigation functions of the Department of Humanitarian Affairs (DHA) were transferred to the United Nations Development Programme (UNDP), its mine action responsibilities to the United Nations Department of Peace-Keeping Operations (DPKO), and its supervision of the Iraq Programme to the Executive Office of the Secretary-General. OCHA has continued to manage the coordination of the United Nations' response to natural disasters, to provide the Secretariat for the IDNDR, and for follow-up efforts related to the Chernobyl disaster.

Although, as this document will show, 1998 was more than a year of structure and staffing, but also one of substantial achievements, the Office is now better placed to deliver on its three core functions, and, within them, to identify overriding priorities for 1999. The latter are attached as annex I, and represent a rigorous selection from many competing demands, a rigor made necessary by the limited capacity the Office enjoys to respond to a mandate of great breadth.

OCHA has a total of 137 core staff at headquarters, of which 38 percent are funded through the United Nations regular budget, and the rest on extrabudgetary posts. In 1999, 95 international staff members (also including six United Nations Volunteers - UNV - and three disaster response regional advisors) are expected to work in OCHA projects in the field, together with 221 national staff. OCHA projects at headquarters on policy, advocacy and information, as well as ReliefWeb and various projects of the Disaster Response Branch will involve 38 additional persons. The staff of the Integrated Regional Information Network (IRIN) comprises 40 persons in its four field locations, while the Secretariat of the IDNDR is made up of 21 staff members. Women represent half of the staff at headquarters, and about 35 percent of the professionals. In the field too, approximately 35 percent of international personnel are women.

Total funding needs for 1999 are presented in the aggregated tables on the following pages. Taking into account resources already available, extrabudgetary requirements for OCHA core activities and projects funded through the Trust Fund for the Strengthening of the Office of the Coordinator (DD) amount to US\$ 9,069,500. The field coordination units and the DRB projects, both financed through the Trust Fund for Disaster Relief (DC), will need US\$10,311,000 and US\$4,936,600 respectively. IDNDR needs US\$ 3,272,500.

In addition to the overall 1999 net requirements of US\$ 27.6 million, the Office will need, before the end of this year, sufficient funding to ensure that contracts of OCHA staff are extended through to December 2000. According to the current level of funding, no surplus is foreseen at the end of 1999. While more accurate estimates will be made available in due course, the Office wishes to alert donors now to these additional requirements.

OCHA 1999 IN FIGURES

1999 Extrabudgetary Requirements for OCHA Core Activities and Projects (in US\$)	
Estimated XB Costs of Core Activities	12,667,200
Estimated XB Costs of Policy, Advocacy and Information Projects *	6,184,500
Cash Resources	9,782,200
NET REQUIREMENTS	9,069,500
Pledges and recent contributions	7,041,900
SHORTFALL	2,027,600

* Including: projects on training and advocacy in Geneva; IDPs, Liberia audiovisual documentary and advocacy projects in New York; IRIN and ReliefWeb

NEW CONTRIBUTION *	
Donor	Amount (in US\$)
Ireland (IRIN)	72,200

* Not included in totals and charts because information became available shortly before the time of printing

CONFIRMED PLEDGES AND RECENT CONTRIBUTIONS *	
Donor	Amount (in US\$)
Australia	156,200
Japan (received 22.12.1998)	136,000
Netherlands	750,000
Sweden (HEWS)	122,500
UK	1,681,300
UK **	3,362,600
UK***	333,300
USA (IRIN Central and Eastern Africa)	200,000
USA (IRIN West Africa)	200,000
USA (IRIN Southern Africa)	100,000
Total	7,041,900

* Recent contributions are not included in cash resources because information became available shortly before the time of printing

** This pledge also includes allocation for CAP strengthening, in addition to the specific pledge indicated on the following page

*** US\$ 83,300 earmarked for financial tracking and donor reporting

1999 Requirements for FCUs and CAP Strengthening (in US\$)	
Estimated XB Costs *	15,963,800
Cash Resources	5,652,800
NET REQUIREMENTS	10,311,000
Pledges and recent contributions	2,580,300
SHORTFALL	7,730,700

* Applying from 3 to 13 percent of programme support costs and not including the Afghanistan programme, funded through the Afghanistan Trust Funds, which is fully covered this year

CONFIRMED PLEDGES AND RECENT CONTRIBUTIONS*	
Donor	Amount (in US\$)
Australia (Sudan) (received 12.2.1999)	123,200
Canada (Angola, Field Coordination) (received 12.2.1999)	133,100
Canada (Angola, ERF) (received 12.2.1999)	200,400
Netherlands (DRC)	50,000
Netherlands (Kosovo)	29,700
Netherlands (Georgia)	150,000
Sweden (Angola, Field Coordination)	67,000
Sweden (DPRK) (received 11.2.1999)	122,500
Switzerland (CAP Strengthening)	195,000
UK (unearmarked)	833,300
UK (Sudan)	246,100
UK (CAP Strengthening)	250,000
USA (Guinea Bissau)	180,000
Total	2,580,300

* Recent contributions are not included in cash resources because information became available shortly before the time of printing

1999 Requirements for DRB Projects (in US\$)	
Estimated XB Costs*	8,282,500
Cash Resources	3,345,900
NET REQUIREMENTS	4,936,600
Pledges	2,427,700
SHORTFALL	2,508,900

* Applying from 3 to 13 percent of programme support costs

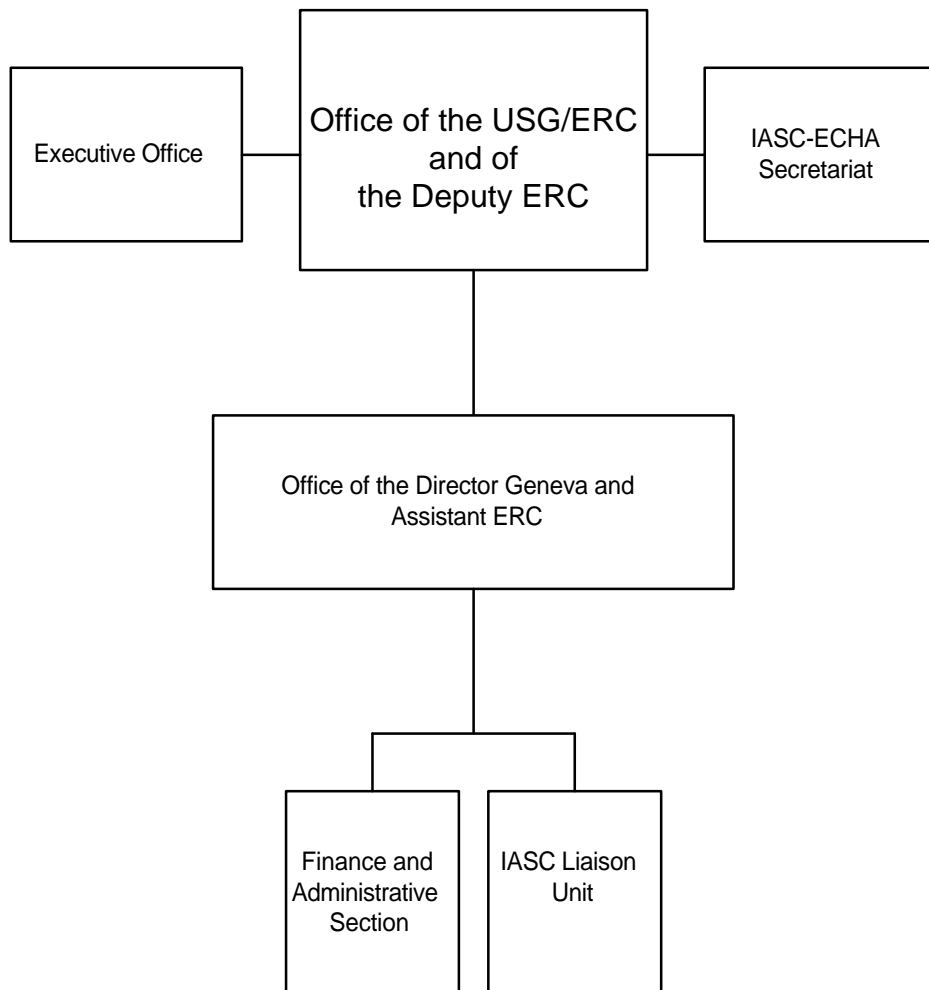
CONFIRMED PLEDGES	
Donor	Amount (in US\$)
France (MCDU)	139,900
Germany (FCSU)	53,100
Italy (LTU)	1,186,800
Switzerland (FCSU)	461,000
Switzerland (MCDU)	177,300
Switzerland (MCDU)	88,700
Switzerland (MCDU)	70,900
UK (Regional Units)	250,000
Total	2,427,700

ADDITIONAL CONFIRMED PLEDGE *	
Donor	Amount (in US\$)
Switzerland (EM/TEL)	70,000

* Not included in totals and charts because information became available shortly before the time of printing

1999 Requirements for IDNDR (in US\$)
3,272,500

1999 TOTAL EXTRABUDGETARY NET REQUIREMENTS (IN US\$)	
Core Activities and Policy, Advocacy and Information Projects	9,069,500
FCUs and CAP	10,311,000
DRB Projects	4,936,600
IDNDR	3,272,500
TOTAL	27,589,600



EXECUTIVE MANAGEMENT

OFFICE OF THE UNDER-SECRETARY-GENERAL/EMERGENCY RELIEF COORDINATOR AND OF THE DEPUTY ERC - NEW YORK

1999 Estimated Extrabudgetary Costs (in US\$)	474,100
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	RB	XB
Under-Secretary General	1	
Director	1	
Professional	1	2
General Service	3	4

Planned staffing for 1999

The Under-Secretary-General (USG) for Humanitarian Affairs and Emergency Relief Coordinator (ERC) directs OCHA. He also coordinates the response of humanitarian agencies, particularly those of the United Nations system, to humanitarian emergencies; works with Governments of affected countries, donors and other interested States in advocating humanitarian actions; chairs the IASC and the ECHA and oversees the implementation of its recommendations; mobilizes resources and support for the programmes of humanitarian agencies; steers the development of humanitarian policies, in

coordination with relevant partners; serves as the advocate of the United Nations system for humanitarian principles; and promotes better public understanding of humanitarian issues.

The USG also acts as the main adviser to the Secretary-General on humanitarian issues, and provides regular briefings to the Security Council, the United Nations Economic and Social Council (ECOSOC) and other United Nations fora. The USG is supported by the Deputy ERC, based in New York, and assisted by his Office.

In 1998, the USG, with the support of his Deputy and his Office:

- directed the process of establishment of OCHA, including putting into place a new structure, regularizing existing staff contracts and hiring new personnel, including the provision, in 1999, of twelve-month contracts for all staff;
- established a close consultation with IASC and ECHA members on both immediate humanitarian requirements and the development of generic policies and approaches;
- assisted ECOSOC members in the first Humanitarian Segment in July;
- provided, on behalf of the Secretary-General, regular briefing to the Security Council, as well as to its incoming Presidents; and
- led humanitarian negotiations, on behalf of the United Nations system, with Governments and other authorities in Sudan, the Democratic Republic of the Congo (DRC) and Afghanistan, and visited its field programmes in three continents.

1999 PRIORITIES AND PLANNED ACTIVITIES

In 1999, the USG, his Deputy and his Office, will:

- oversee the implementation of OCHA's key priorities;
- focus on analysing and responding to the new threat posed by natural disasters and, in this context, advise the Secretary-General on institutional arrangements for natural disaster reduction which might be recommended to Member States in the light of the experience granted during the International Decade on Natural Disaster Reduction;
- heighten international awareness, in the year of the 50th Anniversary of the Geneva Conventions, of the need for improved measures for the protection of civilians in conflict;
- provide particular attention to the needs of those affected by the emergencies in Angola, the Great Lakes, West Africa, the Sudan, Afghanistan and the Democratic People's Republic of Korea (DPRK);

- strengthen the international management of OCHA, through emphasis on staff selection and rotation, and on investment in staff training and development.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	445,500
Non-Staff Costs	28,600
TOTAL	474,100

* Common costs of all New York offices are shown on table "common costs," under Executive Office

IASC / ECHA SECRETARIAT - NEW YORK

1999 Estimated Extrabudgetary Costs (in US\$)	267,200
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Planned staffing for 1999

The Inter-Agency Standing Committee (IASC) was established in June 1992 as a result of the United Nations General Assembly resolution 46/182. Under the leadership of the ERC, the IASC coordinates inter-agency humanitarian assistance in response to complex and major emergencies. The members of the IASC are the Heads, or their designated representatives, of the United Nations operational Agencies (UNDP, UNICEF, UNHCR, WFP, FAO, WHO). In addition, there is a standing invitation to IOM, ICRC, IFRC, OHCHR and the Representative of the Secretary-General on Internally Displaced Persons (IDPs). The non-governmental organization (NGO) consortia ICVA, InterAction and SCHR also have a permanent invitation to attend.

The Executive Committee for Humanitarian Affairs (ECHA) is one of the four Committees created by the Secretary-General within the framework of the United Nations Reform. Chaired by the ERC, ECHA has a membership similar to the IASC, but includes DPA and DPKO and it does not include IOM, FAO, WHO, ICVA, SCHR, InterAction and the Red Cross Movement. The main tasks of the Committee are to assist the Secretary-General in harmonising work programmes and formulating recommendations to inter-governmental bodies and to address humanitarian issues that could benefit from joint discussions with DPA and DPKO.

In OCHA, a single Secretariat serves the IASC and ECHA. This arrangement ensures that parallel discussions in the two Committees are based on a common understanding of problems and on effective decision-making processes. The Secretariat is responsible for: maintaining administrative communication channels amongst members; collating possible future agenda items and addressing

them to the appropriate forum; preparing the annual workplan of the IASC and the ECHA; monitoring the preparation of the meetings of the Inter-Agency Standing Committee, its Working Group (IASC-WG) and ECHA; preparing and disseminating minutes and records of meetings and decisions taken; and monitoring the implementation of IASC, IASC-WG and ECHA decisions.

In 1998, the Secretariat:

- reorganized OCHA services to the IASC and ECHA into a single structure that prepares agendas for the meetings of the two Committees and disseminates background materials, minutes and conclusions;
- in collaboration with the IASC Liaison Unit in Geneva, organized four meetings of the IASC-WG, two of the IASC and nine of ECHA, for which existing administrative procedures were improved and new ones established;
- organized and followed-up a variety of meetings at technical level, and organized regular informal consultations among IASC members on relevant humanitarian policy issues;
- organized formal and informal consultations that led to the appointment, by the ERC, of United Nations Humanitarian Coordinators in several countries;
- finalized the IASC recommendations related to the review of the capacity of the United Nations system for humanitarian assistance;
- improved the dialogue between OCHA, UNDP and the United Nations Development Group Office on strengthening the Resident / Humanitarian Coordinator system;
- established the issue of Internally Displaced Persons (IDPs) as a standing item on the IASC-WG agenda and helped reach an agreement on terms of reference for the Working Group; and
- assumed responsibility as OCHA's focal point for natural disasters in New York by providing liaison between DRB and New York-based agencies and by supporting the Inter-Agency Task Force on Hurricane Mitch.

1999 PRIORITIES AND PLAN OF ACTIVITIES

The IASC/ECHA Secretariat will:

- manage the implementation of any recommendations regarding IASC practice arising out of consultations conducted by the Deputy ERC, as mandated by the IASC in 1998;
- improve the process for selection and evaluation of Humanitarian Coordinators by:
 - nominating 10-12 potential candidates for the Turin competency assessment exercise for Resident Coordinators;
 - managing OCHA's input to the Panel advising on the selection of Resident Coordinators;
 - establishing a performance evaluation process for Humanitarian Coordinators.
- support the PAID-led process for involvement in the 1999 Humanitarian Segment of ECOSOC;
- act as the focal point in OCHA New York for the natural disaster responsibilities of OCHA Geneva units; and
- establish a close working relationship, on behalf of OCHA, with the United Nations Fund for International Partnership (UNFIP).

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	212,500
Non-Staff Costs	54,700
TOTAL	267,200

* Common costs of all New York offices are shown on table "common costs," under Executive Office

EXECUTIVE OFFICE - NEW YORK

1999 Estimated Extrabudgetary Costs (in US\$)	347,500
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	RB	XB
Professional	2	2
General Service	3	2

Planned staffing for 1999

The Executive Office in New York assists the USG in his financial, personnel and general administrative responsibilities. It serves OCHA, as a whole, and coordinates the administration of the New York and Geneva offices within a framework accepted by the two sides.

The Office also assists the ERC in administering the Central Emergency Revolving Fund and manages the trust funds and accounts under its responsibility.

In 1998, the Office:

- performed administrative functions related to the implementation of the Secretary-General's reform programme and re-structuring of OCHA, which included the establishment of new organizational units, re-allocation of posts and revision of the staffing table;
- oversaw the regularization of OCHA professional staff, which included classifying posts at the professional level and above, and recruiting and placing staff against OCHA core posts;
- implemented the OCHA secondment programme, involving the secondment of 11 officers from United Nations humanitarian Agencies and other international organizations;
- negotiated with the United Nations Office for Programme Planning, Budget and Accounts, the Office of Human Resources Management and the Office of Conferences and Support Services the delegation of authority in the use of extrabudgetary resources, specifically in: accepting voluntary contributions, issuing allotment advises for extrabudgetary resources, emergency recruitment, and procuring emergency equipment and supplies;
- negotiated funding for the PAID advocacy, IDP and Liberia projects; and
- drafted procedures for transferring the administrative responsibility for the IRIN from Geneva to New York.

1999 PRIORITIES AND PLAN OF ACTIVITIES**Delegating authority**

The Office will work with the Finance and Administrative Section in Geneva to put into practice the agreements on delegated authority reached with the USG for Management in the areas of personnel, finance and procurement.

Improving computer services

Existing financial information, monitoring and tracking will be computerized to improve the management of trust funds and facilitate financial reporting.

Managing human resources

The Office will review the classification of general service posts in the context of the restructuring of OCHA and will update the Performance Appraisal System. Workshops will be held to assist staff in preparing individual plans, as required.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	312,400
Non-Staff Costs	35,100
TOTAL	347,500

* Common costs for all New York offices are shown on table "common costs" below

Common costs for all New York offices

1999 Estimated Extrabudgetary Costs (in US\$)	268,500
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1999 ESTIMATED COSTS (IN US\$)	
Staff Costs*	168,500
Non-Staff Costs**	100,000
TOTAL	268,500

* These figures include general temporary assistance and overtime for all offices in New York

** These figures include costs for general operating expenditures, supplies and materials, fellowships and grants for all OCHA offices in New York

OFFICE OF THE DIRECTOR OF GENEVA OFFICE AND ASSISTANT ERC

1999 Estimated Extrabudgetary Costs (in US\$)	228,400
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Planned staffing for 1999		
	RB	XB
Director	1	
Professional		1
General Service	1	

The Director of the Geneva Office is responsible for the overall direction of OCHA's activities in Europe. In this capacity, he represents the USG to Governments and organizations based in or with offices in Europe.

He also manages the Geneva Office with its responsibilities in both natural disasters and complex emergencies. In his capacity as Assistant ERC, he chairs the IASC-WG and is often required by the USG to travel to countries in crisis to undertake negotiations or review coordination arrangements.

In 1998, the Director and his Office:

- oversaw the implementation in Geneva of the new structure and staffing arrangements;
- ensured for 1999 that field staff paid by OCHA were issued for the first time with twelve-month contracts;
- devoted particular attention to Operation Lifeline Sudan, including by undertaking negotiations with the parties, managing the process of the Inter-Governmental Authority on Development's (IGAD) Technical Committee on Humanitarian Assistance, as well as chairing the International Advisory Committee;
- ran, with UNDP support, the consultation in December with the Humanitarian and Resident Coordinators; and
- oversaw OCHA's response to the major natural disasters in 1998, including Hurricane Mitch and the Indonesian fires.

1999 PRIORITIES AND PLAN OF ACTIVITIES

The Director and his Office will:

- create a more predictable and professional support for OCHA field staff, through the establishment of a roster and training programmes, with more systematic attention to selection and placement;
- initiate a staff training and development programme for OCHA staff, with the assistance of staff recruited with the assistance of Norway¹;
- participate in an ECHO-funded advocacy project, led by PAID and with the assistance of an additional professional staff, which will focus on reviewing advocacy opportunities in Europe with a particular emphasis on the protection of civilians in conflict;
- participate in the 1999 ECOSOC Humanitarian Segment, which will be held in Geneva, a process led in OCHA by PAID; and
- improve OCHA's profile and activities in Brussels with the European Community and NATO, through the deployment of an OCHA liaison officer in March (post funded by the Swiss Government).

¹ *The Staff Training and Development Project, referred to above, is described in more detail overleaf. The Advocacy Project may be found described in the section on the Policy Development and Advocacy Branch. Additional Geneva requirements related to non-staff costs are shown on page 20.*

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs **	211,300
Non-Staff Costs	17,100
TOTAL	228,400

* Common costs for all Geneva offices are shown on table "common costs," under Finance and Administrative Section

** Also including 50 percent of the costs of general temporary assistance shared with the IASC Liaison Unit

TRAINING AND ADVOCACY PROJECTS1999 NET REQUIREMENTS
TRAINING PROJECT**US\$ 424,300**TOTAL 1999 NET REQUIREMENTS
ADVOCACY PROJECT
(Geneva Non-staff Component)**US\$ 160,500**

The Office of the Director is planning to establish a Staff Training and Development Project as part of the central structure in OCHA Geneva. The Training Project will address both headquarters and field training / staff development concerns, and will require the recruitment of one professional and one secretary.

The Government of Norway has already expressed its interest in supporting this project.

Training Project

1999 ESTIMATED COSTS (IN US\$)	
Training Project	
Staff Costs	125,500
Non-Staff Costs	298,800
TOTAL	424,300

1999 REQUIREMENTS (IN US\$) - TRAINING PROJECT	
Estimated XB Costs	424,300
Cash Resources	0
NET REQUIREMENTS	424,300

Advocacy Project (Geneva Non-staff Component)

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs*	0
Non-Staff Costs	160,500
TOTAL	160,500

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	160,500
Cash Resources	0
NET REQUIREMENTS	160,500

* The staff costs for this project are covered in the cost plan of the associated Advocacy Project under Policy Development and Advocacy Branch in New York

IASC LIAISON UNIT - GENEVA

1999 Estimated Extrabudgetary Costs (in US\$)	172,100
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	RB	XB
Professional	1	1
General Service		1

IASC Liaison Unit - Planned staffing for 1999
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In addition to supporting the Director of the Geneva Office as Chairperson of the IASC-WG, the Liaison Unit liaises with IASC members in Europe and ensures that their positions are adequately reflected

in the agendas and discussions of both IASC and ECHA. The Unit was only finally established in its present form towards the end of 1998.

1999 PRIORITIES AND PLAN OF ACTIVITIES

The Unit will:

- provide support to the Chair of the IASC-WG in his management of the five IASC-WG meetings in 1999;
- run the regular meetings for IASC members in Geneva;
- manage the information flow to Member States in Geneva on IASC meetings; and
- act as focal point in Geneva for the Policy Advocacy and Information Division (PAID) in New York, and thus ensure that the Division in New York receives the benefit of Europe-based policy views.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs **	152,300
Non-Staff Costs	19,800
TOTAL	172,100

* Common costs for all Geneva offices are shown on table "common costs," under Finance and Administrative Section

** Including 50 percent of the costs of general temporary assistance shared with the Office of the Director

FINANCE AND ADMINISTRATIVE SECTION - GENEVA

1999 Estimated Extrabudgetary Costs (in US\$)	744,200
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Planned staffing for 1999		
	RB	XB
Professional	2	2
General Service	1	3

The Finance and Administrative Section (FAS) assists the Director of the Geneva Office in his financial, personnel and general administrative responsibilities. The Section also provides administrative and programme budget support for humanitarian operations in the field and for various projects in the areas of natural disasters and

complex emergencies. In addition, it coordinates information technology services and infrastructure support to the various components of the Geneva Office. The Section also manages the Trust Fund for Disaster Relief assistance (DC), which includes the Norway-Italy Pre-Positioning Fund.

In 1998, the Section:

- established the internal cluster approach to its services and defined the responsibilities of each of the clusters;
- supported the administrative and budgetary aspects of the OCHA restructuring, including by making the account structure consistent with the redefined core functions, refocusing and consolidating various trust funds, divesting some activities from OCHA to UNDP;
- participated in the activities of the working group preparing OCHA recommendations on regularization, recruitment, placement and promotion of staff;
- prepared the OCHA Manual on Administrative, Budgetary and Financial Practices and Procedures; and
- supported the definition of procedures for and obtaining delegation of authority for OCHA; and
- took over the responsibility to coordinate information technology services and infrastructure support to the various components of OCHA Geneva.

1999 PRIORITIES AND PLANNED ACTIVITIES

Delegating authority

In support of the OCHA Executive Office and the Common Services of the United Nations Office at Geneva (UNOG), FAS will elaborate procedures for implementing the delegation of authority to OCHA in areas such as acceptance of contributions, issuance of allotment advices and recruitment of emergency personnel.

Improving information

Better information and statistics related to contributions (financial information management and monitoring systems) and other finance and personnel-related matters will be made available, where feasible, by improved automation, in conjunction with the global implementation of the new Information Management Information System.

Enhancing computer services

Under the overall direction of the Assistant ERC and PAID in New York, the Section will modernise the existing information system in OCHA Geneva by purchasing new personal computers, upgrades of software and standardising desktop applications.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	674,200
Non-Staff Costs	70,000
TOTAL	744,200

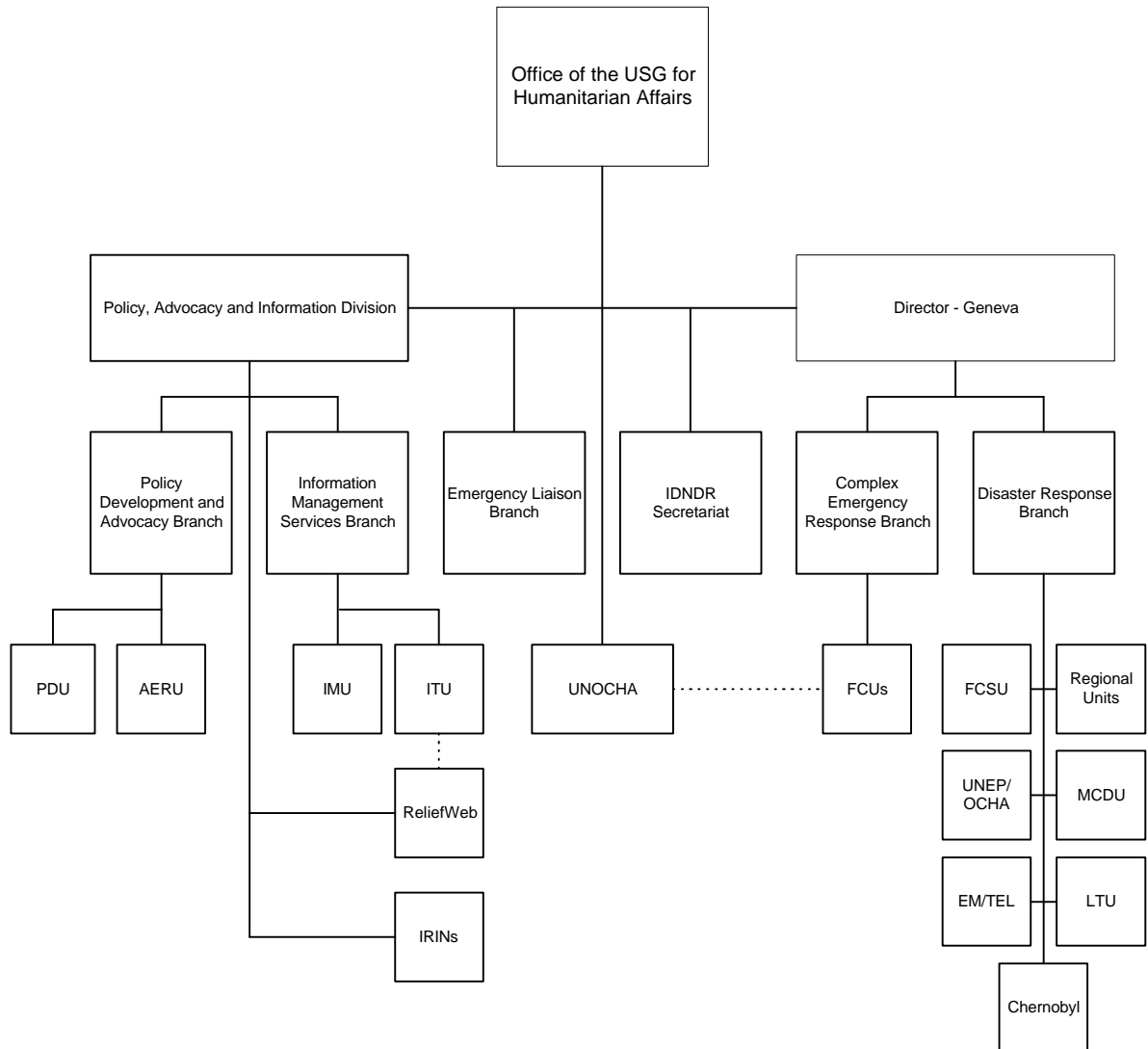
* Common costs for all Geneva offices are shown on table "common costs" below

Common costs for all Geneva offices

1999 Estimated Extrabudgetary Costs (in US\$)	1,783,300
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1999 ESTIMATED COSTS (IN US\$)	
Staff Costs*	75,700
Non-Staff Costs	1,707,600
TOTAL	1,783,300

* Including UNOG temporary assistance for meetings, general temporary assistance for the OCHA registry and overtime common to all offices in Geneva, except separated allocation for CER-B



ACTIVITIES

Information in a close synergy with policy development and advocacy is crucial in ensuring a timely and effective response to humanitarian crises. Here, an IN information officer cross checks OCHA and other agency field reports on the latest fighting in Sierra Leone for a special report on the humanitarian situation in Freetown, January 1999.

POLICY, ADVOCACY AND INFORMATION MANAGEMENT

The Policy, Advocacy and Information Division (PAID), based in New York, consists of two branches that were established when OCHA was created in early 1998: the Policy Development and Advocacy Branch (PDAB) and the Information Management Services Branch (IMSB).

POLICY DEVELOPMENT AND ADVOCACY BRANCH - NEW YORK

1999 Estimated Extrabudgetary Costs (in US\$)	1,759,800
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Planned staffing for 1999*

This Branch is responsible for supporting the USG in two of the three core functions identified for his Office: the development of generic humanitarian policy and the advocacy of humanitarian issues. Other parts of OCHA, not least in the field, contribute to the discharge of these responsibilities - advocacy, for example, takes up a major part of the USG's own time, as well as that of his Deputy and Assistant. However, this Branch has the lead responsibility. PDAB consists of two Units: the Policy Development Unit (PDU), and the Advocacy and External Relations Unit (AERU).

The main *policy development* responsibilities of the Branch are to:

- prepare policy options for the USG;
- cooperate with member agencies of the IASC and ECHA to prepare policy position papers for consideration by the two Committees;
- provide expert advice on policy issues to United Nations Humanitarian Coordinators and field offices;
- advise other branches of OCHA on policy issues;
- conduct or commission lessons-learned studies on all aspects of humanitarian action;
- prepare draft reports for the Secretary-General, in cooperation with Secretariat Departments and IASC members, for submission to

ECOSOC, the General Assembly and the Security Council; and

- provide training in areas in which the Branch has expertise.

The main *advocacy and external relations* responsibilities of the Branch are to:

- assist the USG in his advocacy efforts with the Security Council, ECOSOC and the General Assembly;
- liaise with other IASC members to develop ways of reinforcing advocacy for specific issues;
- serve as focal point for communications and public information for OCHA;
- serve as focal point for NGO relations at New York headquarters;
- provide advice and support on public information and advocacy questions to OCHA offices in the field; and
- design and implement campaigns on specific humanitarian issues.

In 1998, the PDAB:

- published three major studies (Great Lakes, Angola, Mine Action) and the Guiding Principles on Internal Displacement;
- prepared the report for the first Humanitarian Segment of ECOSOC and helped prepare the agreed conclusions;
- developed and helped implement the Strategic Framework for Afghanistan and helped prepare a generic guide to strategic frameworks;
- supported an inter-agency policy agreement on the humanitarian impact of sanctions and assessed the humanitarian impact of sanctions in Sierra Leone;
- developed advocacy strategies for OCHA in response to small arms proliferation; and
- introduced a weekly OCHA newsletter and an OCHA brochure.

1999 priorities and planned activities**Policy Development**

The Branch will:

IDPs

finalise and disseminate the policy on IDP protection with IASC approval; ensure the dissemination and IASC approval of the Field Practices Manual; review the division of labour in IDP assistance and protection at field level, in support of CER-B, and recommend adjustments.

Strategic coordination

produce and refine a model for "Principles of Engagement" as a basis for negotiations with authorities, and, in this context, complete the Principles Project; continue support for the Strategic Framework process in Afghanistan and Sierra Leone.

Strengthening cooperation on policy development with local capacities (in Africa)

review capacity-building experiences of major foundations and United Nations Agencies; identify potential partner institutions; make assessment trips to Western, Central and Southern Africa; and conduct two or three policy workshops in Africa.

Protection of civilians, humanitarian personnel and assistance

identify concrete measures to realise the recommendations of the Secretary-General; and advocate concrete actions by the Security Council on humanitarian issues, focusing on protecting civilians in armed conflict.

Small arms

help collect reliable data on the humanitarian impact of small arms and develop a workplan to ensure coordinated action by the IASC through the Small Arms Reference Group.

Sanctions

study and publish documents on the exemption process and the integrated approach to humanitarian exemptions; conduct assessment missions as requested.

Protected areas

organize expert consultations among policy makers from humanitarian organizations and publish a working paper on protected areas.

In addition, the Branch will lead on preparations for the Humanitarian Segment of ECOSOC; will develop IASC policy and practice on the relationship between human rights and humanitarian law; will support the IASC work on gender in humanitarian action; will work with United Nations partners on relief-development links; and will develop a better understanding of OCHA's role in relation to globalization and economic crises.

Advocacy and External Relations

ACTIVITIES

The Branch will:

- promote awareness of the rights of civilians in conflict; signature, ratification and implementation of the Statute of the International Criminal Court, the Ottawa Treaty on Anti-personnel Mines, the Convention on the Security of United Nations and Associated Personnel and adherence to the Tampere Convention by designing and implementing campaigns to influence Governments and legislatures;
- carry out an evaluation of the impact of OCHA's advocacy efforts with the Security Council.

In addition, support will continue to be given to media and public enquiries, including through the further development of OCHA News. In 1999, the Branch will lead on the implementation of the ECHO-funded Advocacy Project, based in New York and Geneva, which is detailed overleaf.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	1,191,000
Non-Staff Costs	568,800
TOTAL	1,759,800

* Common costs for all New York offices are shown on table "common costs," under Executive Office

PDAB LIBERIA AUDIO-VISUAL, IDPS, ADVOCACY PROJECTS

LIBERIA AUDIO-VISUAL PROJECT

The Liberia audio-visual project is a humanitarian advocacy media documentary, which will explore the use and relevance of history as a mechanism for humanitarian advocacy and peace engendering. This project, which will involve the recruitment of one professional, will analyse the causes of the crisis that devastated Liberia while offering lessons for the future and helping foster a climate of reconciliation.

Norway has already ensured funding for this project.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	112,900
Non-Staff Costs	14,700
TOTAL	127,600

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	127,600
Cash Resources	127,600
NET REQUIREMENTS	0

IDPs PROJECT

The IASC has designated the ERC as a focal point within the United Nations system on issues relating to internally displaced persons (IDPs). This mandate has been reaffirmed by the Secretary-General in his Programme for Reform. This project will allow OCHA to fulfil its responsibility for ensuring that protection and assistance needs of IDPs are addressed.

The project will be implemented thanks to Swiss funding.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	141,500
Non-Staff Costs	58,400
TOTAL	199,900

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	199,900
Cash Resources	199,900
NET REQUIREMENTS	0

ADVOCACY PROJECT

This project is intended to develop the capacity of OCHA to fulfil its core advocacy function by providing expert human resources to advise the USG and to design a long-term advocacy strategy. The project will develop and promote specific advocacy campaigns to serve as models for future action and provide financial resources to implement pilot campaigns. The project will be carried out through a collaborative effort between the New York and Geneva offices (one professional will be recruited in each office), and will be closely coordinated with the existing activities of the AERU.

Consultations are underway with ECHO on funding for this project.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	275,400
Non-Staff Costs	179,800
TOTAL	455,200

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	455,200
Cash Resources	0
NET REQUIREMENTS	455,200

INFORMATION MANAGEMENT SERVICES BRANCH - NEW YORK

1999 Estimated Extrabudgetary Costs (in US\$)	1,667,400
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	RB	XB
Principal Officer	1	
Professional	3	8
General Service	3	7

* The IAU has seven established professional posts, the ITU four. The secretary of the Director of PAID is included in this table for budgetary purposes

Planned staffing for 1999*

IMSB consists of two Units: the Information Analysis Unit (IAU) and the Information Technology Unit (ITU).

The IAU manages the OCHA websites and early warning systems. The latter involves developing early warning methodology and indicators, preparedness and contingency planning. IAU also helps forge a link between the political organs of the United Nations and regional organizations and

operational United Nations Agencies, funds and programmes.

The ITU manages the OCHA electronic and computerized systems. The Unit establishes policy and sets standards for computer and communications equipment and is responsible for their maintenance. The Unit also provides technical support to OCHA public-domain websites, OCHA OnLine and ReliefWeb. From 1999, the Unit will also be responsible for electronic archiving and publishing.

In 1998 the IMSB:

- completed a pilot project of contextual studies for early warning;
- produced and distributed comprehensive Guidelines on Information Flow within OCHA;
- compiled and published the first global OCHA directory;
- convened the first meeting of information managers of United Nations members of the IASC, which resulted in an agreement to create a single Internet gateway for humanitarian websites; and
- convened a meeting of early warning focal points from United Nations humanitarian Agencies, the first such meeting since the demise of the Administrative Committee on Coordination Working Group on Early Warning in early 1996, to establish a bridge between them and the political actors. The meeting was also successful in consolidating the position of United Nations humanitarian Agencies in the task set out in Security Council resolution 1197 to assist regional organizations in building early warning capacities.

1999 priorities and planned activities

The general objectives of the Branch for the biennium 1998 / 1999 are:

- to continue to enhance the OCHA emergency information network system;
- to formulate and implement information and communication strategies;
- to communicate information in a cost-effective manner utilising modern information technology.

Early warning

Early warning activities have so far been undertaken within the Humanitarian Early Warning System (HEWS). The activities focused on managing early warning information from various sources and identifying those situations that required preventive measures or preparation. In 1999, methodologies for early warning will be developed and broad-based processes for early warning consultations, analysis and decision-making will be strengthened in partnership with United Nations and other organizations. OCHA will also cooperate with DPA in supporting the work of regional organizations in early warning and conflict prevention.

Development of a common humanitarian web portal

OCHA plans to address the problem of separate organizational websites on humanitarian issues by promoting the establishment of a single humanitarian portal, or gateway, on the web. Each organization will still be able to maintain its own website, but users will benefit from cross-organizational information.

Improve information quality with better analysis and GIS capacity on ReliefWeb

The goal is to provide more operational-type information, such as situational analysis, logistical maps and service directories, which can be of practical value in the field.

CD-ROM material

Important publications, documents and studies on humanitarian issues will be identified and preserved on CD-ROM. A CD-ROM, as part of the OCHA field "emergency kit", will also be produced for use by field personnel and new staff.

Virtual Crisis Centre (VCC)

Under this project, an intranet-based operations centre will electronically connect key United Nations organizations, at field and headquarter levels, during an emergency. The VCC will be activated before or at the start of a major emergency. OCHA will provide basic information (drawn from all organizations) such as country profiles, background information, analyses of current situation, logistics information and maps, contact directories, etc. The availability of updated and comprehensive information at both headquarters and field offices should promote better decision making at all levels.

In addition, the Branch will upgrade communications links and equipment between New York, Geneva and field offices, and improve electronic dissemination to IASC and ECHA members.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	1,053,200
Non-Staff Costs	614,200
TOTAL	1,667,400

* Common costs for all New York offices are shown on table "common costs," under Executive Office

IRIN and RELIEFWEB

In times of conflict or natural disaster, the ability of the international community to take effective and speedy action to mitigate suffering is largely dependent on fast, accurate and relevant information from the affected area. Two OCHA key tools are its Integrated Regional Information Network (IRIN) and ReliefWeb, separate but complementary and mutually reinforcing information systems.

As part of an overall strategy of integrating its information services, OCHA plans to bring ReliefWeb and IRIN even closer together in 1999. The move is intended to build on the success of both mechanisms while maintaining their separate identities, maximising resources, reducing costs and improving the efficiency and usefulness of OCHA information services to the wider humanitarian community.

To retain the uniqueness of IRIN and respond to increasing demands from the donor community, an IRIN webpage is planned to complement the current e-mail and fax delivery service. This webpage will be placed within the existing ReliefWeb framework to allow both tools to share many new features, such as enhanced maps, graphics and access to archival material.

IRIN

1999 NET REQUIREMENTS (IN US\$)			
CEA	WA	SA	Central Asia/ South. Balkans
637,200	897,600	381,500	1,011,700

Planned staffing for 1999					
	New York	CEA	WA	SA	Central Asia South. Balkans
Professional	1*	6**	4	1	4***
Gen. Service	0	10	6	4	5

* Liaison officer

** The IRIN coordinator and the editor-in-chief, who are reflected in the staffing figures for IRIN-CEA, perform functions related to all three offices in Africa. One additional administrative officer and one administrative assistant are shared with the Office of the Humanitarian Advisor for the Great Lakes Region

*** The figure includes a senior editor and deputy coordinator and three information officers. The latter can also be deployed to the United Nations field coordination offices when required

A non-commercial, electronic mail and fax subscription service, borne out of the crisis in the Great Lakes, IRIN was established in late 1995 and now has offices in Nairobi, Johannesburg and Abidjan. It provides in-depth coverage of events in East, Central, Southern and West Africa. IRIN updates and alerts cover a wide range of humanitarian, political, economic and social issues from a regional perspective. The humanitarian information is drawn from an extensive network of United Nations and non-United Nations sources, ranging from Governments, international organizations, academia, think tanks in donor and United Nations capitals to NGOs, missionaries, and private enterprises.

In addition to its core products of daily, weekly and special background reports on issues of concern to

the humanitarian community, IRIN distributes non-United Nations reports on countries covered by the three IRIN offices, on behalf of other humanitarian partners, and official United Nations reports and press releases from field offices and headquarters. All IRIN materials are available in English and French. As part of its integrated approach to information, IRIN works closely with the OCHA field coordination units in collecting, verifying and disseminating information.

At the end of 1998, IRIN had a subscription base of almost 5,000 and an estimated daily readership of some 15,000 people. The primary audience is humanitarian actors within the United Nations and in NGOs, in the field and at headquarters, government officials, academics and the media.

In 1998, IRIN:

- reached a number of 5,000 subscribers and a daily readership of some 15,000 people;
- introduced enhanced graphics and maps to facilitate understanding of events;
- launched a series of interviews with leading personalities in the humanitarian domain and a “who’s who” of political and rebel groups; and
- produced contextual country reports on Liberia, Kenya and the DRC in collaboration with the humanitarian early warning units.

Furthermore:

IRIN CEA

- launched a Swahili service to increase local readership in Central and Eastern Africa;
- introduced a news flash service for pagers and mobile phone subscribers; and
- produced special reports on topics such as the situation in Ethiopia and Eritrea, killings in the Northeastern Province of Kenya, the conflict in the DRC.

IRIN WA

- cemented its relationship with the independent Horondelle Star radio in Liberia, to increase its audience amongst the local communities; and
- produced special reports on regional peace-keeping and the human rights court for Africa.

IRIN SA

- conducted field visits in Angola, Zambia and Zimbabwe; and
- produced background reports on, inter alia, Angola and on the impact of the DRC crisis in the Southern region.

1999 PRIORITIES AND PLANNED ACTIVITIES

Offering filtered news

In 1999, e-mail and fax subscribers will be able to choose specific countries or subjects from the total range of IRIN geographical and thematic coverage. For example, it will be possible to request information related to individual countries or issues only, or other multiples of countries and issues from the complete IRIN menu. Filtered news will also be available on the IRIN / ReliefWeb webpage.

Improving early warning, analysis and special features

The IRINs will also work closely with OCHA country teams to produce background features and special reports.

IRIN Caucasus, Central Asia and Southern Balkans

Building on the success of its IRINs in Africa and depending upon financial support, OCHA will establish a similar network in Central Asia, the Caucasus and Southern Balkans to monitor and report on events in the region. IRIN staff will be based in a central office in Turkey.

1999 ESTIMATED COSTS (IN US\$)				
	Central and East Africa	West Africa	Southern Africa	Central Asia Southern Balkans
Staff Costs*	630,400	657,300	245,200	566,300
Non-Staff Costs	456,800	440,300	236,300	445,400
TOTAL	1,087,200	1,097,600	481,500	1,011,700
GRAND TOTAL				3,678,000

- The costs related to the IRIN coordinator and the editor-in-chief will be shared between the existing IRINs as follows: 40 percent CEA, 40 percent WA, 20 percent SA. Fifty percent of the costs of an administrative officer in Nairobi and the entire costs for the headquarters liaison officer in New York are covered by the programme support costs charged to the project. The remaining 50 percent of costs of the administrative officer and 50 percent of the costs of an administrative assistant, also in Nairobi, are charged to the budget of the Office of the Humanitarian Advisor for the Great Lakes Region

IRIN CENTRAL AND EASTERN AFRICA 1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	1,087,200
Cash Resources	450,000
NET REQUIREMENTS	637,200

IRIN CEA Confirmed pledges	
Donor	Amount (in US\$)
USA	200,000

IRIN WEST AFRICA 1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	1,097,600
Cash Resources	200,000
NET REQUIREMENTS	897,600

IRIN WEST AFRICA Confirmed pledges	
Donor	Amount (in US\$)
USA	200,000

IRIN SOUTH AFRICA 1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	481,500
Cash Resources	100,000
NET REQUIREMENTS	381,500

IRIN SOUTH AFRICA Confirmed pledges	
Donor	Amount (in US\$)
USA	100,000

IRIN CENTRAL ASIA AND SOUTHERN BALKANS - 1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	1,011,700
Cash Resources	0
NET REQUIREMENTS	1,011,700

RELIEFWEB

1999 NET REQUIREMENTS	
US\$	399,300

Planned staffing for 1999		
	New York	Geneva
Professional	3	2
General Service	2	2

Since its launch in 1996, ReliefWeb has been acknowledged as a principal on-line source of information on humanitarian emergencies.

In the first two years of its life, ReliefWeb posted more than 20,000 documents; the site has become the largest on-line repository of documents related to humanitarian issues. ReliefWeb supplies information collected from more than 300 sources, including OCHA, IRIN, other United Nations Agencies, international organizations, Governments, NGOs, academia / research institutions and the media. ReliefWeb has users in more than 150 countries who access more than 300,000 documents each month. The site contains information on more than 800 archived natural disasters, providing response data as far back as 1981.

Together, the two ReliefWeb offices in New York and Geneva provide time-critical coverage of global emergencies from 08:00 to 24:00 hours GMT.

The ReliefWeb New York team manages and coordinates the project and serves as a focal point for information providers based in North and South America. A GIS specialist based in New York was hired in 1998 and is improving the ReliefWeb on-line map centre, providing more reference maps displaying humanitarian information, such as location and movement of displaced persons. The ReliefWeb antenna in Geneva serves as the liaison with OCHA Geneva and other United Nations Agencies, NGOs and Governments in Europe and Africa, and provides continuous updates on the ReliefWeb sites during working hours in Central Europe.

In 1998, ReliefWeb:

- expanded the ReliefWeb map centre;
- developed a directory of humanitarian organizations, a humanitarian employment bulletin board and an on-line discussion forum;
- created a "breaking news" function, which instantly publishes dramatic news and alerts on the ReliefWeb homepage;
- created a "what's new" page, which offers a view of all new documents and maps posted on ReliefWeb in the last 48 hours; and
- developed faster and more efficient search and access methods to retrieve documents by source, format, month and keyword.

1999 PRIORITIES AND PLANNED ACTIVITIES**Personalising the web and e-mail services**

This service will enable users to select certain areas of interest (countries, issues, subjects, sectors) and have documents that contain this metadata sent to their e-mail boxes automatically. Updates via e-mail will also be available for field personnel who may not have regular Internet access. This feature is an example of "push technology," which disseminates targeted information according to specific user profiles. In Africa, ReliefWeb will work closely with IRIN on this service.

Synthesizing information

The ReliefWeb team will extract information from narrative reports and represent this information and data in tabular or graphic form (pie charts, bar graphs and image maps) to save user's time. The posting of the financial tracking information is an example of this type of synthesized information in a database format.

In addition, ReliefWeb will develop and inter-agency pilot, field-based GIS / mapping project; develop technical links with IRIN; and consider establishing an antenna in Asia to give it round-the-clock coverage.

1999 ESTIMATED COSTS (IN US\$)		
	New York	Geneva
Staff Costs *	314,000	373,700
Non-Staff Costs	129,100	322,200
TOTAL	443,100	695,900
GRAND TOTAL	1,139,000	

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	1,139,000
Cash Resources	739,700
NET REQUIREMENTS	399,300

* Two additional professionals and one general service staff member are budgeted in the core budget of the IMSB

Due to the combination of a prolonged drought and intensified conflict, Sudan faced, in 1998, one of its most serious humanitarian crises in more than a decade. OCHA supported the Operation Lifeline Sudan in coordinating relief assistance and in defining a set of minimum operational standards for humanitarian activities. Here Sudanese pickup food supplies which have just been air-dropped.

COORDINATION OF COMPLEX EMERGENCY RESPONSE

“A complex emergency is defined as a humanitarian crisis in a country, region or society where there is a total or considerable breakdown of authority resulting from internal or external conflict and which requires an international response that goes beyond the mandate or capacity of any single agency and / or the ongoing United Nations country programme.”
(IASC, 9 December 1994)

Two Branches in OCHA are responsible for this task: the Emergency Liaison Branch (ELB) in New York and the Complex Emergency Response Branch (CER-B) in Geneva. The division of labour between the two Branches was developed in 1998, and the resulting delineation disseminated publicly on 4 November 1998.

In brief, CER-B in Geneva is the principal focal point for day-to-day contacts with the field. The Branch is responsible and accountable for, in broad terms: (i) all issues of field support to promote coordination; (ii) strategic field-based planning, yielding better coordination; (iii) appeals and other documents to the donor community; and finally (iv) with donors, the promotion of UN operations in complex emergencies, the promotion of agencies requirements and the promotion and negotiation of funding for OCHA's own requirements.

ELB in New York is responsible for support to the ERC and field coordinators on cross-cutting policy issues with humanitarian, political, security and military dimensions; interaction with Secretariat Departments (particularly DPA, DPKO and UNSECOORD), inter-governmental bodies, and relevant actors on complex emergency situations and issues; and provision of reports on the humanitarian aspects of emergencies to the Secretary-General, the Security Council, other inter-governmental bodies and relevant fora.

EMERGENCY LIAISON BRANCH - NEW YORK

1999 Estimated	716,000
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ACTIVITIES

Principal Officer	1	
Professional	7	2
General Service	4	1

Planned staffing for 1999		
	RB	XB

The Emergency Liaison Branch (ELB) supports the ERC and Humanitarian Coordinators on issues that have humanitarian, political, security and military implications. It also liaises with many different entities on complex emergencies and other issues, ensuring that humanitarian concerns are addressed. Thus, ELB regularly consults with: Secretariat Departments (particularly DPA, DPKO and the United Nations Security Coordinator - UNSECOORD), the Executive Office of the Secretary-General, the Security Council, ECOSOC, the General Assembly, other inter-governmental fora in New York, representatives of United Nations Agencies, NGOs and international organizations in New York, members of the ECHA and of the Executive Committee on Peace and Security, Permanent Missions of Member States and the HLWG in New York. The Branch prepares or contributes to a wide variety of reports and briefing

papers on the humanitarian aspects of emergencies and chairs or represents OCHA in inter-departmental and inter-agency meetings and task forces. ELB is divided into two sections: Africa and Asia, and Europe and Latin America.

The ELB is the link between the New York Office and Humanitarian Coordinators serving in complex emergencies. It provides policy advice and guidance and shares information. ELB is also the principal point of contact within OCHA-New York for inter-departmental, inter-agency and Member States' coordination and consultations, and for information on complex emergency situations. ELB staff maintain a thorough knowledge of the humanitarian, political, peacekeeping and security aspects of emergencies, and communicate policies and decisions of the ERC to the field and at headquarters.

In 1998, the ELB:

- helped the ERC prepare his briefings to the Security Council, provided information for all DPA and DPKO briefings to the Security Council that had a humanitarian dimension; participated in all Security Council briefings on complex emergency situations;
- provided guidance during heightened periods of crisis, notably in Afghanistan, the DRC, Burundi, Ethiopia-Eritrea, Guinea Bissau, Angola and Sierra Leone;
- helped complete four General Assembly resolutions on emergency situations, including the resolution on the Sudan;
- participated in field missions in response to various crises, including those in Angola, Sierra Leone, the DRC and Guinea Bissau. ELB staff was deployed for extended periods to assist in humanitarian coordination in crises in Guinea Bissau, Kosovo and the Russian Federation; and
- coordinated or contributed to contingency planning exercises in Iraq, the DRC and the Great Lakes region.

1999 PRIORITIES AND PLANNED ACTIVITIES

It is difficult, owing to the nature of complex emergency coordination, to anticipate with any certainty the crises which will attract the particular, as opposed to more routine, attention of the ELB. It is likely, however, that the Branch will pay particular attention to Afghanistan, DPRK, DRC, Angola and West Africa. Sudan and Ethiopia/Eritrea, where the lead is more clearly taken by OCHA Geneva, will require a supporting role from ELB.

The Branch will continue its modus operandi, i.e. maintaining extensive consultation with IASC and ECHA members, also particularly with DPA, DPKO and the Executive Office of the Secretary-General; supporting the USG in briefings for the Security Council, maintaining close contact with Humanitarian Coordinators.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	297,100
Non-Staff Costs	418,900
TOTAL	716,000

* Common costs are shown for all New York offices on table "common costs," under Executive Office

COMPLEX EMERGENCY RESPONSE BRANCH - GENEVA

1999 Estimated Extrabudgetary Costs (in US\$)	2,461,000
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	RB	XB
Principal Officer		1
Professional	1	10
General Service		10

Planned staffing for 1999

The CER-B is the principal focal point for day-to-day contacts with the field. The Branch is divided into three sections organized along geographical and policy lines. Its main functions are:

- supporting field staff and field-based planning. In the event of a humanitarian crisis, the CER-B provides field-oriented strategic planning, selects and deploys qualified people, and offers guidance and advice;
- leading the preparation of consolidated inter-agency appeals and related documents. The role of the CER-B in the consolidated inter-agency appeal process (CAP) is to ensure that innovative processes are developed with all country teams and that partner organizations at headquarters are fully involved in the process;
- producing and circulating information related to contribution tracking. The Branch also ensures that field-based situation reports and contribution tracking updates are regularly produced and disseminated, and that this information is adapted and posted on ReliefWeb;
- mobilizing donors for the United Nations consolidated inter-agency appeals and for OCHA own needs. Because of its role in field support and in preparing appeals, the CER-B has a broad view of humanitarian priorities, programmes and requirements.

In 1998 the CER-B:

- launched 1998 United Nations consolidated inter-agency appeals for humanitarian assistance to 12 African and three Asian countries, and to the regions of the Great Lakes and Former Yugoslavia (one additional flash appeal was launched in response to the crisis in the Kosovo);
- in the framework of its CAP strengthening initiatives, organized CAP-related workshops and missions. As a result of this effort, thirteen out of 14 appeals for 1999 were also launched, simultaneously, in December;
- participated in more than 20 missions to strengthen field programmes;
- consolidated the contingency plans for the Great Lakes Region, Eritrea and Ethiopia, Guinea Bissau and Sierra Leone, and reviewed the contingency plan for Iraq;
- organized weekly, inter-agency meetings, in which issues related to new and ongoing humanitarian crises requiring inter-agency consultations were discussed and acted upon;
- opened a new dialogue with donors, through the HLWG and other groups, and produced newly-designed information material for them; and
- organized a seminar for 25 United Nations Resident Coordinators and Humanitarian Coordinators.

1999 PRIORITIES AND PLANNED ACTIVITIES

As with the ELB, it is difficult to be certain in predicting where priority attention will be required by CER-B in 1999. Sudan and Ethiopia/Eritrea are likely to require considerable time, with DPRK, Russia and the Confederation of Independent States also needing analysis and support. The Branch will also provide support, however, to other complex emergencies.

In addition, CER-B will:

- continue to improve the CAP, particularly in the aspects of strategic programming and strategic monitoring. A specific project of "CAP Strengthening Initiatives" is described overleaf;
- develop a roster for field coordination staff, with associated training programmes (in conjunction with UNHCR); the Branch will contribute to OCHA's move to improve staff selection and rotation, with particular reference to field staff;
- refine the contingency planning methodology and process as a result of experiences in 1998;
- review in the field the allocation of tasks among agencies for the protection and assistance of IDPs, as a contribution to the review being undertaken by PAID; and
- continue the process of donor consultation and involvement in support of OCHA activities.

1999 ESTIMATED COSTS (IN US\$) *	
Staff Costs	2,203,800
Non-Staff Costs	257,200
TOTAL	2,461,000

* Common costs for all Geneva offices are shown on table "common costs," under Finance and Administrative Section

CONSOLIDATED APPEAL PROCESS (CAP) STRENGTHENING INITIATIVES**1999 NET REQUIREMENTS****US\$ 395,500**

In 1991, the General Assembly recommended to the Secretary-General that emergency relief requirements of the various operational agencies for any given complex emergency should be compiled in one document, the United Nations consolidated appeal. OCHA helps humanitarian organizations prepare the appeals and monitors the receipt and use of contributions. During the last eight years, the appeals have helped establish a habit of cooperation among United Nations humanitarian partners. The consolidated appeals are generally well-received by the

donor community, as they illustrate closer inter-agency coordination. However it has become apparent, both to OCHA and to donor and partner organizations, that the field must be more effectively mobilized to plan, prepare and follow-up on the production of the appeals. Strategic objectives should be defined, activities prioritized, and monitoring should be systematically supported. The launching of the appeals must also be timed to suit individual agencies and programming cycles. To address these issues, a series of CAP strengthening initiatives was launched by the CER-B in 1998 and will be further developed in 1999.

In 1998:

- workshops for agencies focal points were organized at headquarters, as well as ad hoc meetings with United Nations Resident and Humanitarian Coordinators; briefing material was produced in preparation for and as a follow-up to these events;
- consultations were held at agency headquarters and donor capitals to familiarize partner organizations and donors with the consolidated appeal process;
- an IASC sub-working group on improving the CAP was created to promote inter-agency cooperation on a number of policy and operational issues; and
- twelve facilitation missions were organized in support of the preparation of the 1999 appeals.

1999 PRIORITIES AND PLANNED ACTIVITIES**Strategic monitoring and reporting**

During 1999, the consolidated appeal process will be strengthened. OCHA, in collaboration with IASC partners, will build on existing methodologies to develop standards for strategic monitoring and reporting.

Links to other donor mobilization mechanisms

OCHA will work closely with the United Nations Development Group Office to develop more consistent and regular links with other programming and resource mobilization tools, particularly the United Nations Development Assistance Framework (UNDAF) and the Round Table process.

Strengthening field capacities and CAP planning for the year 2000

A workshop for those persons sent to the field to help prepare the 1999 appeals will be held early in the year. Further training of OCHA field staff on the CAP and inter-agency workshops in field locations will also be offered. They will cover strategic planning, monitoring and the principles and methods of preparing appeals.

Consultations with United Nations Resident and Humanitarian Coordinators

Throughout the year, OCHA will strengthen its relationships with the concerned Resident and Humanitarian Coordinators. The ERC will convene two centrally-organized consultations with them, providing an opportunity to assess progress made in preparation for the mid-year review and to plan for appeals required for 2000.

1999 ESTIMATED COSTS (IN US\$)

Staff Costs	0
Non-Staff Costs	395,500
TOTAL	395,500

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	395,500
Cash Resources	0
NET REQUIREMENTS	395,500

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
Switzerland	195,000
UK	250,000

FIELD COORDINATION UNITS AND UNOCHA

The Field Coordination Units (FCUs), all funded through voluntary contributions, play a crucial role in ensuring common programming and maintaining a habit of cooperation among humanitarian actors at the field level. They organize field assessments to affected areas for the United Nations, NGOs, Governments and donors and ensure appropriate follow-up; analyse and disseminate information on the humanitarian situation, including on security and access, to humanitarian partners and donors; liaise regularly with Government counterparts, NGOs and United Nations Agencies on humanitarian programmes and related requirements; support United Nations Agencies' efforts to build institutional capacity at national and local levels for adequate response to and management of humanitarian crises and disasters; and plan, organize and monitor the CAP. In 1999 FCUs will be present in 19 countries and regions in Africa, Asia and Europe, namely in Angola, the Great Lakes Region and Central Africa (regional office), Burundi, the Democratic Republic of the Congo, the Republic of the Congo, Rwanda, Uganda, Eritrea, Guinea Bissau, Sierra Leone, Somalia, the Sudan, the former Yugoslavia (including Kosovo), the Russian Federation, Armenia, Azerbaijan, Georgia, Tajikistan and the Democratic People's Republic of Korea. UNOCHA ensures the coordination of the humanitarian programme in Afghanistan, while an OCHA liaison office has also been established in Ethiopia.

AFRICA

ANGOLA

1999 NET REQUIREMENTS

US\$ 1,701,000

Planned staffing for 1999 - General Coordination		
	International	Local
Director	1	
Professional	8	
Support Staff	2 (UNV)	24

Planned staffing for 1999 - Field Coordination		
	International	Local
Officers	14	1
Support Staff		10

Until recently, Angola was suffering the combined effects of more than two decades of fratricidal war and of a residual, simmering conflict. At the beginning of December 1998, the conflict erupted into war. Fighting is fierce in several areas of the country (especially the central highlands in Huambo and Kuito region); civilian populations are caught in the crossfire. The number of new IDPs swelled from 4,000 in April 1998 to 350,000 in November 1998, and to 550,000 in early 1999. Coordination is essential, both to ensure an immediate and effective emergency response and to maximise the impact of the scarce resources available.

The United Nations humanitarian partners work with the Government to ensure an integrated response to the humanitarian situation. While the Ministry of

Social Affairs and Reintegration coordinates humanitarian activities, United Nations Humanitarian Assistance Coordination Unit (UCAH), WFP and UNDP coordinate specific services that benefit the entire humanitarian community. The UCAH mission is three-fold:

- to negotiate access to all Angolans in need;
- to ensure, by coordinating humanitarian activities, the most efficient mobilization and use of available resources to address humanitarian needs; and
- to monitor the security situation and assist in the evacuation of humanitarian personnel from areas of insecurity.

In 1998, UCAH:

- completed the demobilization of ex-combatants, including disabled and under-age soldiers;
- strengthened its field presence, thus ensuring closer monitoring of the humanitarian situation and a more efficient humanitarian response;
- acted as focal point for IDPs and defined guiding policies, coordinated assistance projects and advocated humanitarian principles for this target group;
- operated and managed a revolving Emergency Response Fund, allowing for immediate funding of emergency projects;
- implemented a capacity-building project aimed at training national counterparts in the coordination of humanitarian affairs at the field level; and
- monitored and assisted in the evacuation of humanitarian personnel from areas of conflict and the delivery of first emergency humanitarian assistance during the fighting.

1999 PRIORITIES AND PLANNED ACTIVITIES

Activities will include:

- negotiating for impartial and neutral humanitarian access with Government and other authorities;
- monitoring the humanitarian situation daily, including the political and military situation and security-related issues;
- identifying needs and target groups through assessment missions, with a special focus on IDPs;
- establishing and updating regularly a central database on the humanitarian situation, including activities of humanitarian organizations, status of IDPs and funding of programmes;
- liaising with NGOs, United Nations Agencies and other international organizations to coordinate humanitarian assistance;
- funding emergency projects through the Emergency Response Fund;
- elaborating and regularly updating contingency plans; and
- transferring know-how to and building capacities of concerned Government institutions and personnel in preparation for the eventual withdrawal of UCAH.

1999 ESTIMATED COSTS (IN US\$)	
General Coordination	
Staff Costs	1,722,200
Non-Staff Costs	750,000
TOTAL	2,472,200

1999 ESTIMATED COSTS (IN US\$)	
Field Coordination	
Staff Costs	1,536,000
Non-Staff Costs	388,000
TOTAL	1,924,000

1999 REQUIREMENTS (IN US\$)	
General Coordination *	2,472,200
Field Coordination	1,924,000
Emergency Response Fund	1,000,000
Cash Resources	3,695,200
NET REQUIREMENTS	1,701,000

* The total is higher than that contained in the United Nations consolidated inter-agency appeal because of a revision of the staff costs

FIELD COORDINATION CONFIRMED PLEDGES	
Donor	Amount (in US\$)
Sweden*	67,000

* 1997 pledge

COUNTRIES OF THE GREAT LAKES REGION AND CENTRAL AFRICA

OFFICE OF THE HUMANITARIAN ADVISOR FOR THE GREAT LAKES REGION

1999 NET REQUIREMENTS	
US\$	691,700

Planned staffing for 1999		
	International	Local
Officers	5*	
Support Staff		4*

* One administrative and finance officer and one administrative assistant are shared 50 percent with IRIN

The numerous conflicts that have plagued the Great Lakes Region since 1994, including continuing insurgencies in Burundi, Rwanda and Uganda and the resumption of hostilities in the Democratic Republic of the Congo (DRC) in August 1998, have led to the displacement of large numbers of people. Populations have been forced either to remain in their looted and destroyed districts or to seek refuge, reluctantly, in neighbouring countries. Although the fighting has not resulted in as large an outflow of refugees as anticipated, the cross-border movement of people is swelling existing numbers of refugees in Burundi, Tanzania and Zambia.

In addition to accommodating large numbers of refugees, countries in the region must cope with ethnic animosities, the repeated loss of means of production and the destruction of already limited health, water and educational infrastructure. These problems have developed into regional, rather than solely national, concerns; and they require a regional approach to humanitarian assistance. The Representative of the Secretary-General and Regional Humanitarian Advisor for the Great Lakes Region is the principal advocate for common political and humanitarian actions, principles and policies in the region.

Through the Office of the Representative of the

Secretary-General and Regional Humanitarian Advisor, OCHA provides essential support and back-up to the Representative in his role as humanitarian advisor to the USG for Humanitarian Affairs and ERC. The Office is headed by a senior humanitarian affairs officer who travels and consults with the Representative on humanitarian issues, programmes and operations, including operational constraints, trends and relevant political issues. This team ensures that policy is formulated consistently both at national and regional levels. The senior officer is supported by three international staff members who are responsible for, amongst other things:

- monitoring all humanitarian issues related to sanctions on Burundi, including making sure that humanitarian supplies are delivered;
- ensuring that effective regional contingency plans are maintained and regularly updated;
- preparing regular comprehensive reports on affected populations throughout the Great Lakes region;
- organizing and hosting weekly regional information exchange meetings and regular inter-agency regional coordination fora;
- preparing ad hoc reports on issues of concern to the humanitarian community; and
- mobilizing resources through the CAP.

In 1998 the Office:

- negotiated and obtained essential humanitarian access to sanctions-bound Burundi;
- helped prepare the Humanitarian Principles of Engagement for humanitarian assistance in the DRC;
- launched a coordinated national and regional contingency planning process to address the regional humanitarian implications of the crisis in the DRC;
- organized the preparation of the United Nations regional consolidated inter-agency appeal for 1999;
- ensured a comprehensive flow of information on humanitarian issues to all interested parties; and
- provided support to the Representative so he could effectively fulfil his humanitarian responsibilities.

1999 PRIORITIES AND PLANNED ACTIVITIES

The primary challenges facing the Office in 1999 will be enhancing the existing strategic coordination systems and assisting the Representative in establishing the direction and goals of United Nations humanitarian programmes.

The Office's responsibilities will include:

- monitoring political, social and economic events in Uganda, Rwanda, Burundi, DRC, Republic of the Congo and Tanzania;
- acting as focal point for the preparation of the United Nations regional consolidated inter-agency appeal and monitoring the implementation of its programmes;
- monitoring and reporting on affected populations throughout the region;
- advising humanitarian and diplomatic communities on humanitarian policy issues;
- addressing the question of regional preparedness, which includes working closely with country teams to compile and maintain an updated regional contingency plan;
- collating, analysing and disseminating relevant humanitarian information to interested parties;
- monitoring Government responses to emergency situations; and
- providing support to the FCUs in Uganda, Rwanda, Burundi and the DRC.

In addition to the above responsibilities, the Office will also continue to organize and host weekly Great Lakes Region information-exchange meetings and high-level and technical regional coordination fora; provide specific information on request from interested parties; and prepare ad hoc reports on issues of concern to the humanitarian community.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	526,400
Non-Staff Costs	228,700
TOTAL	755,100

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	755,100
Cash Resources	63,400
NET REQUIREMENTS	691,700

BURUNDI

1999 NET REQUIREMENTS

US\$ 512,500

Planned staffing for 1999		
	International	Local
Officers	4	
Support Staff		5

The political landscape in Burundi changed considerably during 1998. A transitional Government was installed and the National Assembly was enlarged to include members of opposition parties and representatives from civil society. A series of all-party peace talks was held in Tanzania. Nevertheless, the humanitarian suffering which has plagued Burundi for several years did not diminish significantly in 1998. More than half a million people remain internally displaced, while more than 300,000 Burundians still live in neighbouring countries (mainly Tanzania) as refugees. Country-wide indicators reveal a deteriorating social situation, especially in areas of conflict. Although the embargo was lifted in January 1999, donors continue to limit their involvement largely to financing emergency assistance.

OCHA supports the Humanitarian Coordinator in organizing the work of United Nations Agencies and

more than 50 international NGOs. The FCU acts as focal point for coordination activities at the central level. The Unit organizes a weekly Contact Group where United Nations Agencies, donors and the main NGOs can exchange information on humanitarian activities and developments in the field, and initiate follow-up as required. The FCU also convenes regular sectoral and provincial coordination fora and acts as an information hub for humanitarian agencies on the ground.

Since Government ministries, national and international NGOs, and United Nations Agencies all provide humanitarian assistance in Burundi, many activities risk overlapping within sectors or geographical regions. The "cadre de concertation," presided over by the Ministry for Reinstallation, brings together Government, United Nations and NGO representatives, and establishes a general framework for the provision of humanitarian assistance.

In 1998 the FCU:

- organized weekly Contact Group meetings and ad-hoc joint missions to assess emergency needs;
- published a weekly humanitarian information bulletin and the advocacy document "Choosing Hope: The Case for Constructive Engagement in Burundi";
- elaborated a strategy for humanitarian assistance and reinstallation in close collaboration with all actors;
- prepared the common humanitarian action plan and the United Nations consolidated inter-agency appeal;
- updated its databases on IDPs and NGO activities; and
- nominated provincial focal points to convene regular provincial coordination meetings.

1999 PRIORITIES AND PLAN OF ACTIVITIES

Coordination at central level

- as the focal point for coordination activities at central level, the FCU will organize weekly Contact Group meetings. The minutes and agendas of these meetings will be circulated amongst all participants. The FCU will also ensure that sectoral coordination fora convene regularly in consultation with their focal points.
- the FCU will support the United Nations Humanitarian Coordinator in organizing regular meetings of a "think tank," to be convened on an ad hoc basis, to exchange ideas and make recommendations on issues of fundamental principle and policy;
- bi-annual meetings of a Steering Committee will be organized to monitor the implementation of the 1999 CAP and prepare for the CAP of the year 2000;
- the FCU will maintain regular contacts with government ministries concerned with humanitarian assistance and play an active role in the "cadre de concertation";
- the FCU will maintain relations with the Office of the Representative of the Secretary-General to promote the harmonization of the international community's political and humanitarian agendas in Burundi;
- the FCU will create and lead an inter-agency (United Nations and NGO), multi-disciplinary rapid reaction team with an open mandate to conduct joint needs-assessment missions within 24 hours of the start of a humanitarian crisis anywhere in the country.

Coordination at provincial level

The newly created provincial focal points designated by the Contact Group will be firmly established. The FCU will also monitor local developments and organize joint evaluation missions of United Nations Agencies and NGOs as required.

Information activities

The FCU will publish a bi-monthly humanitarian bulletin on Burundi and prepare ad-hoc publications on specific issues as required. In addition, the Unit will maintain its database of statistics on IDPs and NGO activities. In collaboration with the United Nations Office for Project Services (UNOPS), the Unit will help create a central database that will include a broad range of information on the humanitarian situation in Burundi.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	540,100
Non-Staff Costs	187,200
TOTAL	727,300

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	727,300
Cash Resources	214,800
NET REQUIREMENTS	512,500

DEMOCRATIC REPUBLIC OF THE CONGO (DRC)

1999 NET REQUIREMENTS

US\$ 191,800

Planned staffing for 1999		
	International	Local
Officers	3	
Support Staff		5

Since August 1998, there have been dramatic changes in the humanitarian situation in the DRC. Military confrontations have erupted simultaneously in the eastern provinces of the country, in Bas Congo province and in Kinshasa. The fighting has resulted in the displacement of an estimated 500,000 persons in various provinces, destruction of community infrastructure and serious violations of human rights. The war has also nearly destroyed the country's economy and the population's ability to cope with the turmoil. DRC's proximity to troubled Angola and the Republic of the Congo creates an additional source of instability. Refugees from those neighbouring countries arrive in the DRC seeking safety from conflict at home. A well-coordinated, multi-sectoral response to this humanitarian disaster is essential.

The United Nations Humanitarian Coordinator, supported by the Humanitarian Coordination Unit (HCU), is responsible for in-country coordination of humanitarian issues. Close links are maintained with the Representative of the Secretary-General and Regional Humanitarian Advisor for the Great Lakes Region, based in Nairobi, and with the

Resident/Humanitarian Coordinators in Kigali, Bujumbura, Kampala, Brazzaville and Luanda. The Humanitarian Coordinator and United Nations Agencies also cooperate closely with the Red Cross movement and NGOs. OCHA provides technical and material support (training, communication equipment) to the Government's humanitarian coordination institutions at the central and provincial level. Close contact is also maintained with the ECHO, with the United States Agency for International Development (USAID) and the Belgian, Dutch, French, Italian and Swedish cooperation institutions in Kinshasa.

The HCU objective in the DRC is three-fold:

- to establish and ensure the implementation of a humanitarian strategy for the DRC;
- to promote respect for humanitarian principles;
- to support the Humanitarian Coordinator, United Nations Agencies, NGOs, the Red Cross movement and the Government in all issues related to humanitarian requirements and assistance.

In 1998 the HCU:

- organized comprehensive inter-agency (United Nations-Government-donors-NGOs) assessment missions in Orientale, Katanga, South Kivu, North Kivu and Bandundu provinces;
- developed humanitarian strategies and coordinated the humanitarian response for selected conflict-affected provinces;
- monitored and analyzed displacement patterns in the country and provided appropriate recommendations for the development of humanitarian response; and
- established and monitored a United Nations / NGO / Red Cross joint contingency planning process.

1999 PRIORITIES AND ACTIVITIES

It should be noted that the HCU is a joint venture with UNDP, which provides staff and finance. The Unit, however, operates as one.

In 1999, the HCU will:

- monitor the CAP monthly, coordinate the mid-term review and provide support for the preparation of the 2000 appeal;
- manage the gathering and dissemination of information on the humanitarian situation in all parts of the country, through weekly meetings and reports and fortnightly inter-agency situation reports. Telecommunications links between Kinshasa and provincial agency offices will be improved;
- monitor and revise the United Nations Plan of Action for the DRC according to discussions with Government, donors, agencies and other authorities;
- maintain relations with the Rassemblement Congolais pour la Démocratie on the basis of adherence to the "Principles of Engagement" through HCU presence in Goma, including with the posting of a senior humanitarian adviser there and an information officer for North Kivu; and
- organize and sometimes lead inter-agency assessments.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	421,600
Non-Staff Costs	211,400
TOTAL	633,000

Confirmed pledges	
Donor	Amount (in US\$)
Netherlands	50,000

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs*	633,000
Cash Resources	441,200
NET REQUIREMENTS	191,800

* This total is higher than contained in the United Nations consolidated inter-agency appeal because of a revision of the salary scales

REPUBLIC OF THE CONGO (CONGO BRAZZAVILLE)

1999 NET REQUIREMENTS

US\$ 373,000

Planned staffing for 1999		
	International	Local
Officer	1	
Support Staff		2

The humanitarian crisis in the Republic of the Congo was born of the conflict between Government troops and rebel militia. The civilian population was only just beginning to recover from the devastating effects of the 1997 civil war when fighting intensified just before Christmas 1998. Approximately ten percent of the country's population of 2.7 million people has been displaced; most of them, especially women and children, are suffering from malnourishment and appalling health conditions. Chaos reigns in the capital city and in the country's interior. Large numbers of civilians are caught in the crossfire amongst belligerent militia men, foreign troops and Government forces.

The United Nations Resident and Humanitarian Coordinator, in collaboration with OCHA, has issued a plan of action for the provision of emergency humanitarian assistance over a two-month period.

The plan is now being reviewed, and will need continually to be adapted to the circumstances of continuing conflict. Priority humanitarian needs are shelter, food, health and water and sanitation assistance.

OCHA did not foresee the need to maintain an office in the country and did not request any specific funding at the end of 1998. But due to the sudden deterioration of the situation and to the need to coordinate humanitarian relief activities and develop longer-term humanitarian planning, the Office plans now to recruit an OCHA officer in 1999. Meanwhile, the temporary deployment of a humanitarian affairs officer from Kinshasa will ensure urgent short-term assistance to the United Nations Humanitarian Coordinator.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	147,100
Non-Staff Costs	225,900
TOTAL	373,000

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	373,000
Cash Resources	0
NET REQUIREMENTS	373,000

RWANDA**1999 NET REQUIREMENTS****US\$ 862,200**

Planned staffing for 1999		
	International	Local
Officer	7 (2 UNV)	
Support Staff		21

In July 1998, some 200,000 displaced persons were living in the Northwest. By the end of October, that figure had swelled to more than 600,000. Most of the displaced sought refuge in areas protected by the Rwandese Patriotic Army. Seventeen makeshift camps were created to house more than 400,000 of the displaced.

The Government, NGOs and United Nations Agencies have mounted a coordinated effort to despatch in-country resources from emergency stocks to affected areas and to appeal to the international community for financial and in-kind support for humanitarian assistance programmes. These programmes target local populations of the Northwest as well as those persons living in the camps.

The Government humanitarian coordination system, headed by the Ministry of Gender, Family and Social Affairs, delineates sectoral responsibilities for ministries and prefectural and communal authorities, United Nations Agencies, NGOs, religious groups and local associations. The system

enables participants in the humanitarian operation to engage in constructive dialogue and information exchange with the diplomatic and aid-mission community. A donor alert appeal for Northwest Rwanda was prepared as a result of this dialogue. OCHA serves as a support secretariat for the Ministry and as the information and coordination focal point for United Nations Agencies and NGOs. When operations are hampered by a lack of coordination, OCHA helps bring participants together to better organize their efforts.

Donors can provide contributions to the Northwest humanitarian programme through the existing Rwanda Trust Fund. This fund serves as a parallel mechanism for direct contributions to ministries, United Nations Agencies and NGOs. Information concerning all contributions is channelled through OCHA. The Technical Committee of the Government's Humanitarian Committee determines the use of these resources with advice from the United Nations system via OCHA.

In 1998 the FCU:

- served as the focal point for a common communications system for the United Nations;
- provided logistics and communications support to field activities of the United Nations system;
- ensured financial and logistical support to Government, United Nations and NGO survey activities;
- conducted assessments of and prepared reports on the humanitarian condition in the country; and
- helped coordinate the activities of humanitarian organizations.

1999 PRIORITIES AND PLANNED ACTIVITIES

The main objective of OCHA in 1999 is to further strengthen coordination among humanitarian partners. While responsibility for sectoral coordination is assumed by the Government, OCHA will enhance this capacity by:

- establishing a permanent presence in the Northwest by recruiting, and assigning a field officer in Gisenyi, to serve as the United Nations focal point for coordinating activities in the Northwest and for providing back-up administrative, logistics and communications support for humanitarian intervention in the eastern DRC, as may be required;
- helping establish a common communications system in Rwanda and the region and providing logistical support to United Nations operations in the field;
- producing and disseminating regular reports on humanitarian activities in Rwanda;
- supporting, reinforcing and expanding Government coordination efforts through increased field activity and presence and through closer links with the appropriate ministries; and
- collecting and analysing specific sectors and interventions, under the guidance of the Humanitarian Coordinator and upon request from United Nations Agencies, the Government and NGOs.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	587,200
Non-Staff Costs	401,000
TOTAL	988,200

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	988,200
Cash Resources	126,000
NET REQUIREMENTS	862,200

UGANDA

1999 NET REQUIREMENTS

US\$ 399,100

Planned staffing for 1999		
	International	Local
Officers	2	
Support Staff		2

Although large parts of Uganda now enjoy peace and growing prosperity, particularly in the Northern and Western districts of the country, where some 400,000 persons are internally displaced. In addition, some 170,000 Sudanese refugees are living in northern Uganda, while some 10,000 refugees who fled past conflict in the DRC, and 5,000 refugees from Rwanda live in camps in Southern and Western Uganda. Coordination is essential to ensure complementarity of planning and action and efficient and effective use of resources.

Primary responsibility for coordination rests with the Government. The 1995 Ugandan Constitution provides for the establishment of a National Committee for Disaster Preparedness and Management. Draft legislation to set up this Commission was due to be completed in 1998. Until the Committee is established, however, the Ministry for Disaster Preparedness and Refugees needs substantial technical and material assistance in fulfilling its disaster management responsibilities. At

the district level, disaster management committees coordinate the response to emergency needs. But they need technical support to build their capacities to prepare for and respond to emergencies.

The Resident Coordinator for Uganda, supported by the country team, is responsible for, *inter alia*, coordinating United Nations humanitarian relief and rehabilitation assistance to the country. OCHA has established a field structure with a senior humanitarian affairs officer and an information officer to support the Resident Coordinator in this task, and to promote inter-agency policies to provide assistance to populations in need. Activities undertaken by the FCU, in a joint effort with United Nations Agencies and other humanitarian partners, include coordination meetings, production of regular humanitarian bulletins, analysis of humanitarian issues, briefings, inter-agency assessments, strategic monitoring, resource mobilization for humanitarian activities, and contingency planning.

In 1998 the FCU:

- developed contingency planning for large-scale internal displacement;
- helped formulate the common humanitarian action plan; and
- undertook activities to enhance strategic coordination within the United Nations country team.

1999 PRIORITIES AND PLANNED ACTIVITIES**Humanitarian strategy and humanitarian response**

The FCU will promote an integrated humanitarian strategy based on the appeal's common humanitarian action plan amongst the United Nations Agencies, the Government, NGOs and other actors in the humanitarian community by analysing, assessing, monitoring and identifying priorities and constraints.

Liaison with the Government

Through contingency planning, the FCU will strengthen the responsiveness and links of the United Nations Disaster Management Team to the appropriate Government counterparts on disaster and humanitarian issues. In particular, the Unit will work closely with the Ministry for Disaster Preparedness and Refugees and the district-level disaster management committees.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	283,100
Non-staff Costs	158,300
TOTAL	441,400

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	441,400
Cash Resources	42,300
NET REQUIREMENTS	399,100

ERITREA

1999 NET REQUIREMENTS	
US\$	334,100

Planned staffing for 1999		
	International	Local
Officers	2	
Support Staff		4

Since the last military confrontation between Eritrea and Ethiopia in June 1998, a situation of "no war, no peace" has, since February 1999, degenerated into renewed fighting along the common border with Ethiopia. In Eritrea, some 260,000 rural dwellers have been affected by the war; as of mid-February, 170,000 of them have been displaced from their homes and lost their livelihoods.

The Government has tried to provide initial assistance to the affected populations, but its resources are limited. The Government's response to humanitarian needs has been complemented by the efforts of international NGOs, United Nations Agencies and donors, and by a combination of local community resources and church institutions. Under the leadership of the Resident Coordinator, lead agencies have been selected to ensure sectoral coordination. The country team implements and monitors the common humanitarian action plan. The United Nations also works closely with the ICRC, particularly on protection issues, family

tracing and family reunification, and with national and international NGOs on various relief and protection activities. Given the complexity of the national and international system of humanitarian response in Eritrea, the FCU is instrumental in ensuring consistent approaches amongst United Nations Agencies, other international actors, the Government and local partners.

OCHA issued a United Nations consolidated inter-agency flash appeal for Eritrea in September 1998, aimed at meeting emergency needs. Within the framework of the appeal, OCHA deployed a humanitarian affairs officer. The FCU in Eritrea supports the Office of the Resident Coordinator and the Eritrean Relief and Refugee Commission in coordinating humanitarian assistance. The FCU also monitors the implementation of the relief programme, identifies resource gaps and reports on the humanitarian response, both internal and external to the United Nations.

1999 PRIORITIES AND PLANNED ACTIVITIES

OCHA is considering deploying another humanitarian affairs officer in 1999 to complement the FCU, particularly given the resumption of hostilities in early 1999. The Unit will monitor the implementation of the 1999 common humanitarian action plan and issue regular situation reports on the humanitarian situation and the status of humanitarian programmes. The FCU will also organize and somehow lead inter-agency missions, promote and advocate humanitarian issues, and strengthen cooperation with authorities.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	261,400
Non-Staff Costs	72,700
TOTAL	334,100

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs*	334,100
Cash Resources	0
NET REQUIREMENTS	334,100

* Figure based on extension of the activities to year end and recruitment of the second humanitarian affairs officer

LIAISON OFFICE IN ETHIOPIA

1999 NET REQUIREMENTS

US\$ 277,900

Planned staffing for 1999

	International	Local
Officers	1	
Support Staff		2

In the past, DHA collaborated with the Organization for African Unity (OAU) and sub-regional organizations on an ad hoc basis. There is now consensus that the complexities and scope of humanitarian crises in Africa demand systematic interventions based on expanded partnerships, coordination and lessons learnt.

The Liaison Office, established in collaboration with the United Nations Department of Political Affairs (DPA) and the Economic Commission for Africa (ECA), acts as focal point on humanitarian issues. It liaises, on behalf of the ERC, with the OAU and

the ECA, IGAD, the Southern Africa Development Commission (SADC) and the Economic Commission of West African States (ECOWAS). The office helps promote humanitarian principles through its Interaction with United Nations Agencies, regional Governments, NGOs and relevant institutions. It also liaises with and advises the Humanitarian Coordinators in Africa and, in particular, the Representative of the Secretary-General and Regional Humanitarian Advisor for the Great Lakes Region.

In 1998 the Office:

- participated in the preparation of the OAU deliberations on the crises in the DRC, Guinea Bissau and the Eritrea-Ethiopia conflict. In doing so, it assisted the DPA and the DPKO;
- participated in and co-organized conferences, seminars and workshops on African humanitarian issues. This work included contributing to the discussions on humanitarian early-warning in Africa at the Pan-European International Relations Conference in Vienna;
- worked with the United Nations country team and the Resident Coordinator system to assess humanitarian needs in the region; and
- in support of the Head of the United Nations Liaison Office, organized the mission of the USG for Political Affairs to the Ethiopian Government, to the OAU and to the ECA, and the mission of the Head of the UNOPS to Addis Ababa and to IGAD meetings.

1999 PRIORITIES AND PLANNED ACTIVITIES

The Liaison Office will develop a strategy for a renewed partnership with the OAU and strengthened collaboration with the IGAD, SADC and ECOWAS . In collaboration with the OAU, IGAD, ECOWAS and SADC, the Office will design a pilot scheme for financing institutional capacity-building for African institutions and NGOs, including in terms of early warning.

The Office will also participate in the bi-annual meeting of the OAU / United Nations collaboration; and, in cooperation with the OAU, will disseminate guiding principles for humanitarian actions aimed at ensuring more effective, efficient and coordinated responses.

The Office will strengthen its liaison activities with IRIN to enhance exchange of information between IRIN offices, agencies and Governments in the region.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	174,800
Non-Staff Costs	103,100
TOTAL	277,900

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	277,900
Cash Resources	0
NET REQUIREMENTS	277,900

GUINEA BISSAU

1999 NET REQUIREMENTS

US\$ 617,200

Planned staffing for 1999		
	International	Local
Officers	3	
Support Staff		6

Since 7 June 1998, Guinea Bissau has faced a political and military conflict between the Government and the self-proclaimed Military Junta. Fighting between Government troops and soldiers of the Junta raged in early June and in October. During the first wave of fighting, some 350,000 people moved from Bissau to the countryside or to neighbouring countries. Shortly after, some 200,000 of them returned (between 16 September and 9 October), but a second wave of fighting forced the returnees to leave again. With the exception of some 25,000 people, most of those internally displaced have been hosted by families in small towns and rural areas of the country. Tension between the combatants throughout the second half of 1998 limited access to the countryside, impeding the assessment of humanitarian needs and hindering the implementation and monitoring of humanitarian assistance programmes.

The FCU gathers, analyses and disseminates information, helps create sectoral groups on specific humanitarian issues, organizes inter-

agency missions, and advocates for free and safe access from Senegal to Guinea Bissau. Both present staff members of the Unit are in Guinea Bissau, while a third officer is to be deployed there, upon recruitment in March 1999.

Regular contacts have been established with United Nations Agencies, NGOs, the donor community and the press. OCHA helped build links between the Military Junta and the Government's Ministry of Health, which has been assigned the role of coordinating humanitarian assistance at the national level. The FCU also prepared a revised coordinating system that ensures links between the Government of National Unity, United Nations Agencies and NGOs during the period prior to elections. The Humanitarian Working Group, established in the context of the Resident Coordinator system, meets regularly. The Group liaises with the Working Group on Development to harmonise humanitarian and rehabilitation / reconstruction programmes.

In 1998 the FCU:

- organized a meeting between United Nations Agencies and representatives of the Government of Senegal to address the issue of access for personnel, humanitarian supplies, material and equipment to Guinea Bissau;
- organized a series of inter-agency missions (six between the end of July and November 1998) in Bissau and other regions, including the Bijagos archipelago, Oio, Cacheu, Bafatà, Gabu and Biombo, and formulated appropriate recommendations;
- coordinated the deployment of humanitarian workers to Bafatà in August 1998, whence they operated in all regions except Bissau, and planned for their return to Bissau;
- took the lead in negotiations with the Ministry of Foreign Affairs for opening the Tambacounda-Wassadou-Pirada-Gabu corridor, resulting in a review of the policy by the Ministry of Interior; and
- established an Inter-Agency Humanitarian Coordination Group to assist United Nations Agencies in planning a coordinated humanitarian response.

1999 PRIORITIES AND PLANNED ACTIVITIES

On the basis of the current Peace Agreement, the humanitarian assistance programme should end by December 1999. Within this timeframe, the FCU plans to:

- complete assessments of needs throughout the country; and
- ensure the dissemination to Government, donors, NGOs and United Nations Agencies of relevant information by sector and region; in so doing, the appeal will be monitored and reviewed.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	457,000
Non-Staff Costs	179,600
TOTAL	636,600

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	636,600
Cash Resources	19,400
NET REQUIREMENTS	617,200

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
USA	180,000

SIERRA LEONE

1999 NET REQUIREMENTS	
US\$	239,800

Planned staffing for 1999		
	International	Local
Officers	4	
Support Staff		4

Hostilities between the ECOWAS Cease-Fire Monitoring Group (ECOMOG) and junta elements spread over a large area of northern Sierra Leone from May through mid-December 1998. At the same time, conflict in the East limited access to populations around Kenema, while hostilities in the Northwest in late November curtailed access by road to that region, as well as to Makeni. The security situation continues to deteriorate. Increased rebel activities led to an upsurge in the number of displaced and persons in need of humanitarian assistance. At the beginning of December, the Humanitarian Assistance Coordination Unit (HACU) database reported 308,695 displaced persons since the ECOMOG intervention in February 1998; an estimated 508,000 more persons are refugees in neighbouring countries. In other words, nearly 20 percent of the country's total population of 4.6 million has been uprooted during the conflict.

Since the end of December 1998, intense rebel activity in northern Sierra Leone and the western area has exacerbated the already precarious situation.

During the junta period, the country's humanitarian community revised a previously agreed Code of Conduct for humanitarian operations that addressed the extremely difficult situation. The Code was then disseminated amongst representatives of the Government of Sierra Leone, ECOMOG and Civil Defence Forces. The new guidelines stress the need to coordinate and assure the security of humanitarian operations, and address the controversial issue of armed escorts. The framework for coordinating humanitarian initiatives is represented by the Sierra Leone National Coordination Structure. However, the

coordination structure is overwhelmed with overlapping problems, such as IDPs, refugee resettlement and demobilization. The system needs reinforcement to adapt to rapid developments and improve its capacity to collect and analyse data.

HACU, in support of the Humanitarian Coordinator, is the essential link between the Government, the United Nations system, and international and local NGOs. The Unit is responsible for organizing and sometimes leading joint assessments, and planning and developing common strategies with the humanitarian relief community. In addition, the Unit promotes consultations to enhance peace-building initiatives and the respect for humanitarian principles. HACU serves on the newly formed Code of Conduct Committee, which:

- implements and periodically reviews the Code;
- advocates the guidelines;
- promotes common assessment and operational standards;
- supports dissemination of the Code;
- organizes a forum in which agencies can discuss and make recommendations on proposals to use an armed escort; and
- resolves disputes arising from various interpretations of or departures from the Code.

HACU also gives technical and administrative support to sectoral or thematic committees, and provides the means to exchange information, such as data collection and the development of a centralized information-management system for use by the various local partners. The Unit also produces periodic situation and assessment reports and helps mobilize resources.

In 1998 the HACU:

- re-established and reinforced the regional coordination structures, particularly by recruiting and fielding HACU regional teams;
- organized the dialogue that resulted in the revision of the Protocols and Code of Conduct for humanitarian agencies operating in Sierra Leone;
- collected and disseminated information on the humanitarian situation in the form of situation reports, updates, inputs for United Nations consolidated inter-agency appeals and the reports of the Secretary-General;
- established a means to collect and analyse statistical data from intra-agency sources that details humanitarian interventions and provides guidance for relief and resettlement initiatives;
- helped craft an NGO policy with the Government's Ministry of Finance, Development and Economic Planning; and
- mobilized resources for humanitarian interventions and development activities by consulting agency heads, organizing United Nations consolidated inter-agency appeal strategy workshops and drafting appeals.

1999 PRIORITIES AND PLANNED ACTIVITIES

The overriding objective in 1999 is to obtain safe and secure access and provide appropriate relief assistance to vulnerable persons countrywide. The recent events in 1999 have dramatically increased the number of these persons to some one million, a significant proportion of whom cannot be reached and assisted. Humanitarian action during 1999 will largely depend on the security situation and the success of the political process within the country. On the basis of this assumption, HACU has defined a number of prioritized activities. This role assumes particular significance following the recent events of January and February 1999 and in the context of the newly-devised structure put in place to carry out such activities.

Coordinating assessments and consultations to gain access to populations in need

HACU will continue to coordinate assessments and lead discussions that promote a common understanding of humanitarian needs and priorities, and help gain access to populations in need.

Establishing viable mechanisms for exchanging information among humanitarian agencies, the United Nations Observer Mission in Sierra Leone (UNOMSIL), IRIN and the Government

Activities include collecting data, issuing humanitarian situation reports, developing and maintaining databases and geographical information systems, and procuring hardware items for a functional Sierra Leone Integrated Information Centre.

Strengthening and consolidating the National Commission for Reconstruction, Resettlement and Rehabilitation (NCRRR) / HACU field coordination structure

The NCRRR/HACU field coordination structure will reinforce the national structure from the central level to the regional, district, chiefdom and community levels, security permitting.

Promoting a Code of Conduct for humanitarian operations

HACU will take the lead in mobilizing the efforts of its humanitarian partners to disseminate and implement the newly revised Code of Conduct for humanitarian operations in Sierra Leone. HACU is cooperating with the Special Representative of the Secretary-General and the UNOMSIL Human Rights Unit to ensure that the human rights aspects of the Code are rigorously adhered to.

Supporting the links between the existing coordination mechanisms and resettlement, reintegration and demobilization activities

In support of the decentralized approach to community-based development adopted by the Government and funded by the World Bank, HACU will help identify and approve transitional interventions under the Emergency Recovery Support Fund.

ACTIVITIES

Monitoring and reporting on the implementation of the common humanitarian action plan

In collaboration with agency representatives and the NCRRR, HACU will establish a monitoring and reporting system that will issue progress reports on agencies' activities and updates on financial contributions to programmes and projects included in the 1999 consolidated appeal.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	516,800
Non-Staff Costs	236,000
TOTAL	752,800

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs*	752,800
Cash Resources	513,000
NET REQUIREMENTS	239,800

* This figure is higher than that contained in the consolidated inter-agency appeal because it includes a revision of costs in response to the new developments and the recruitment of an additional officer

SOMALIA

1999 NET REQUIREMENTS

US\$ 448,200**Planned staffing for 1999**

	International	Local
Officers	2	
Support Staff		1

The United Nations Country Team (UNCT) for Somalia consists of 13 Agencies and several affiliates. Their respective specializations allow the Country Team to have a substantial impact on a wide variety of problems. The Office of the United Nations Resident and Humanitarian Coordinator for Somalia, through its Coordination Unit (UNCU), ensures coordination of the agencies of the UNCT both in Nairobi and in various locations in Somalia. The Coordination Unit assists the Resident and Humanitarian Coordinator in:

- mobilizing United Nations resources, particularly through the consolidated appeal process;
- liaising with the donor community for Somalia and NGOs (i.e., members of the Somalia Aid Coordination Body - SACB); and

- negotiating humanitarian principles with Somali local authorities.

The UNCU also supports inter-agency planning and management, information analysis and reporting (such as the preparation of the Annual Report of the Secretary-General on economic and social rehabilitation of Somalia), publication of a monthly humanitarian update for the Security Council, and dissemination of regular updates to the United Nations Emergency Relief Coordinator and to donors. An OCHA humanitarian affairs adviser has been deployed to support the Office of the Resident and Humanitarian Coordinator and the UNCU. Another officer will be deployed soon.

1999 PRIORITIES AND PLANNED ACTIVITIES

In 1999, the UNCU will:

- coordinate the preparation, within the context of the SACB, of a Strategic Assistance Framework;
- better define the objectives and activities of the humanitarian programme for Somalia and, in particular, ensure its links to recovery and development initiatives;
- support the United Nations Resident Coordinator and the country team in the advocacy of humanitarian principles;
- monitor and review the 1999 appeal, and prepare the appeal for 2000; and
- pay particular attention to the protection and assistance rights of IDPs, with the support of the Representative of the Secretary-General on IDPs. A UNCT task force will compile baseline information for this purpose.

1999 ESTIMATED COSTS (IN US\$)

Staff Costs

264,100

ACTIVITIES

Non-Staff Costs	184,100
TOTAL	448,200

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs*	448,200
Cash Resources	0
NET REQUIREMENTS	448,200

* This figure includes the recruitment of the second humanitarian affairs officer

SUDAN

1999 NET REQUIREMENTS

US\$ 1,132,400**Planned staffing for 1999**

	International	Local
Officers	7 (1 UNV)	7
Support Staff		33

In 1998, Sudan was affected by a famine, continued conflict and the worst flooding for several decades. The humanitarian response was effective in helping to stabilize some of the worst-hit areas, but threats of recurrence of this level of crisis remain for 1999.

The main goals of Operation Lifeline Sudan (OLS) in 1999 are:

- securing and maintaining access to war-affected populations living in southern Sudan, the transitional zone and the displaced settlements in the greater Khartoum area;
- ensuring a safe and effective operational environment for humanitarian agencies and beneficiaries;
- providing clear leadership and coordination to humanitarian agencies at all stages of the planning and implementation cycle; and
- bolstering resilience of affected populations through a core programme strategy.

The United Nations Humanitarian Coordination Unit

(UNHCU) is the secretariat to the United Nations Coordinator for Emergency and Relief Operations in the Sudan (UNCERO). In addition to advising and briefing OCHA and senior United Nations leadership, including the Secretary-General's Special Envoy for Humanitarian Affairs for the Sudan, UNHCU is responsible for formulating policy on the key issues of access, coordination, humanitarian principles and resource mobilization. It does this in consultation with OLS Southern Sector. UNHCU is the principal focal point for Government authorities, donors and NGOs. The absence of a UN/NGO consortium in OLS Northern Sector has meant that this role largely involves facilitating joint decision making. Through its unique programme for the coordination of assistance to and protection of IDPs, UNHCU coordinates field operations in the northern sector's main operational areas.

OLS Southern Sector is not included in this résumé as coordination functions are financed by UNICEF.

In 1998, the UNHCU:

- established seven emergency-response teams that coordinate relief assistance in areas experiencing either acute or chronic emergencies;
- formulated and assisted in the implementation of six sets of minimum operational standards, including those signed at the Technical Committee on Humanitarian Assistance on cross-line road corridors and the rail corridor;
- continued to consolidate its assistance and protection programme for IDPs by working to ensure the safety of internally displaced populations, improving programming and investigating specific, long-term solutions to the problems of displacement;
- as part of its programme for IDPs, initiated structured dialogue with local authorities, aimed at ensuring adherence to humanitarian principles; and
- was responsible for hosting, advising, and coordinating more than 30 high-level missions of the United Nations, donors, Government and agencies throughout the year.

1999 PRIORITIES AND PLAN OF ACTIVITIES

Coordinating OLS

UNHCU will play the lead role in analysing the impact of access denial and will support UNCERO and the Special Envoy in negotiating access to areas with acute emergency needs. In collaboration with OLS agencies, UNHCU will provide briefing for OLS strategy meetings and senior United Nations officials, and work on behalf of UNCERO to strengthen policy coordination between OLS northern and southern sectors. UNHCU will also continue to serve as the focal point for the OLS annual needs assessment and the consolidated appeal process.

Assisting and protecting IDPs

UNHCU will consolidate and expand its programme for IDPs by: providing better information and analysis of displacement; improving inter-agency field coordination; assisting with protection; promoting beneficiary participation; formulating and advocating for long-term strategies aimed at self-reliance.

Coordinating inter-agency work in the OLS northern sector

UNHCU will assume the lead coordination role under UNCERO in Khartoum in United Nations and Humanitarian Aid Commission liaison meetings, the United Nations technical team, the Humanitarian Aid Forum, Quarterly Strategy Planning Meetings, emergency response teams and other ad-hoc meetings on specific regions and sectors. In the field, UNHCU will use its IDP and field coordinators to strengthen regional coordination.

In addition, UNHCU will develop standardized information formats, initiate a mine action awareness programme and discuss with the Government ways of improving disaster preparedness.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	1,014,300
Non-Staff Costs	507,700
TOTAL	1,522,000

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
UK	246,100

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs*	1,522,000
Cash Resources	389,600
NET REQUIREMENTS	1,132,400

* This planning figure is lower than shown in the United Nations consolidated inter-agency appeal because costs were revised based on information not available to the field when the appeal was issued

ASIA AND EUROPE

BOSNIA AND HERZEGOVINA, CROATIA, FEDERAL REPUBLIC OF YUGOSLAVIA, THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA

1999 NET REQUIREMENTS

US\$	405,300
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Planned staffing for 1999		
	International	Local
Officers	2	
Support Staff		1

Three years after the General Framework Agreement for Peace was signed, 1.8 million people remain uprooted within former Yugoslavia and Albania. The overriding challenge for UNHCR and the international humanitarian community is to promote and achieve "durable solutions" for these people, within the scope of the Framework Agreement. The crisis in Kosovo has affected more than half the local municipalities, representing a pre-conflict population of more than 1.4 million. As of 1st February 1999, the humanitarian caseload within Kosovo was approximately 400,000 including some 210,000 displaced, 125,000 refugees and a large number of others adversely affected by the conflict. More than 160,000 people have sought refuge outside Kosovo.

The main responsibility of OCHA is to support UNHCR, designated lead agency for former Yugoslavia, in carrying out functions related to the coordination of humanitarian assistance activities throughout the region. In response to the intensification of the humanitarian crisis in Kosovo, OCHA seconded an inter-agency reports officer to the Office of the UNHCR Chief of Mission in Belgrade in August. A second humanitarian affairs

officer was deployed in Belgrade to strengthen coordination within the Federal Republic of Yugoslavia and other parts of the region in January 1999. A national staff member is assigned to the Office of the UNHCR Special Envoy in Sarajevo to support UNHCR regional coordination responsibilities.

The international community has made massive commitments in support of the consolidation of peace in the region, notably through the Office of the High Representative, the NATO Stabilisation Force and the Organization for Security and Cooperation in Europe (OSCE) missions in the region, including the latest OSCE Kosovo Verification Mission. There are also many actors in the humanitarian field, including United Nations Agencies, representatives from United Nations peace-keeping missions, the Red Cross movement and international and local NGOs. Among other achievements, the FCU has played an important role in preparing United Nations regional consolidated inter-agency appeals for the region, including Kosovo, and in preparing the United Nations weekly update on Kosovo.

In 1998 the FCU:

- convened regular inter-agency meetings on issues of special concern to the humanitarian community in the region;
- prepared the interim report on the 1998 United Nations regional consolidated inter-agency appeal (including organizing a donor meeting in Sarajevo), the 1999 regional appeal and two appeals to meet the humanitarian needs related to the crisis in Kosovo in June and August 1998;
- coordinated inter-agency contingency planning and preparedness in relation to the crisis in Kosovo. This initiative, consisting of focused inter-agency meetings and consultations in various areas, proved timely, as the contingency plan was used as a model for planning response when the humanitarian crisis in Kosovo intensified in Spring and Summer 1998; and
- regularly produced inter-agency updates focusing not only on the humanitarian situation within Kosovo but also on the situation in other parts of the region affected by the crisis in Kosovo.

1999 PRIORITIES AND PLANNED ACTIVITIES

In 1999 OCHA will maintain its regional focus, but will pay particular attention to supporting coordination of assistance in Kosovo. More specifically, OCHA will concentrate on the following areas within the Federal Republic of Yugoslavia. All activities listed are carried out within the context of UNHCR's lead agency role and in support thereof:

Coordination of humanitarian activities by the United Nations system

Coordination will be ensured through liaison with the Government authorities of the Federal Republic of Yugoslavia, NGO implementing partners and other international and regional organizations and will include convening coordination meetings as required.

Management of information exchange with humanitarian and other partners

A regular flow of information will be provided on the humanitarian situation and the implementation of the humanitarian programme to all relevant partners, and briefings for visiting delegations provided.

Monitoring of activities in the Federal Republic of Yugoslavia contained in the United Nations consolidated inter-agency appeal

Coherence and relevance of activities will be enhanced, including by helping to analyse the progress of the humanitarian operation and identifying action that may be required. This information will be disseminated amongst United Nations humanitarian Agencies and others, as appropriate.

Early warning and contingency planning

Particular attention will be paid to monitoring early warning signs of further conflict in the region and assisting with appropriate United Nations Agencies' contingency planning.

Emergency assistance and rehabilitation

Links between emergency assistance and planning for recovery and rehabilitation in Kosovo will be established by promoting and ensuring coordination of the activities of United Nations development Agencies and the Bretton Woods institutions, once these activities have begun.

Assistance to the UNHCR Special Envoy

At the regional level, OCHA will assist the UNHCR Special Envoy and his colleagues in assuming UNHCR responsibilities for coordinating United Nations humanitarian assistance in the region (the countries of the former Yugoslavia and Albania), including developing strategies, mobilizing resources and advocating information exchange.

ACTIVITIES

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	280,000
Non-Staff Costs	148,300
TOTAL	428,300

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
Netherlands (Kosovo)	29,700

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	428,300
Cash Resources	23,000
NET REQUIREMENTS	405,300

THE RUSSIAN FEDERATION

1999 NET REQUIREMENTS

US\$ 318,800**Planned staffing for 1999**

	International	Local
Officers	1	
Support Staff		2

The economic difficulties in the Russian Federation, exacerbated by winter, led to a request in 1998 from the Government for humanitarian assistance in certain sectors. OCHA deployed for a six-month period a humanitarian affairs officer to support the Resident Coordinator in responding to this request, by leading a series of inter-agency assessment

missions throughout the country. In tandem with this assessment process, there has been a debate between agencies both within and outside the United Nations system as to which might lead on different tasks.

1999 PRIORITIES AND PLAN OF ACTIVITIES

In 1999, the FCU will:

- complete the assessment process and present its conclusions, as developed by the country team, to the IASC-WG in April 1999;
- support, if required and requested by the IASC-WG, the implementation of any decision made by the IASC-WG with regard to an assistance programme for the Russian Federation; and
- keep under review the humanitarian situation in the North Caucasus.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	188,000
Non-Staff Costs	130,800
TOTAL	318,800

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	318,800
Cash Resources	0
NET REQUIREMENTS	318,800

CAUCASUS**ARMENIA**

1999 NET REQUIREMENTS

US\$	81,900
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Planned staffing for 1999		
	International	Local
Officers		1
Support Staff		2

Economic difficulties have made it difficult for the State to provide basic social services. The macro-economic reforms undertaken by the Government in 1994 stabilized the country's economy. But those reforms have also placed a heavy burden on the most vulnerable sectors of the population, especially single elderly, disabled, institutionalized, female-headed households, refugees, IDPs, orphans, homeless, and those living in areas ravaged by the 1988 earthquake.

United Nations Agencies, international organizations and NGOs still provide humanitarian and rehabilitation assistance to the most needy segments of the population. In this context, the FCU is responsible for ensuring that the limited investment in humanitarian aid is coordinated for maximum impact, and is implemented in a manner that takes into account development priorities.

In 1998 the FCU:

- shared information concerning the humanitarian situation and development-related activities, including situation updates on Nagorno-Karabakh;
- maintained a humanitarian assistance database, which provides donors, operational agencies and the Government with a country-wide perspective on humanitarian activity, gaps in humanitarian assistance and development-related initiatives to mitigate humanitarian needs; and
- assessed the responses to natural disasters that occurred in different regions of Armenia and prepared reports on the damage.

1999 PRIORITIES AND ACTIVITIES**Information sharing, monitoring and targeting of vulnerable groups**

The FCU will expand the scope of OCHA situation reports and Nagorno-Karabakh situation updates by increasing the number of humanitarian and other partners contributing. The situation reports will be more widely disseminated inside and outside Armenia, and sectoral or issue special reports on transitional areas will be produced. The database on international and national NGOs will be regularly updated.

Promoting response to residual humanitarian needs

The FCU, in collaboration with NGOs, will help improve the vulnerability index 'Beacon' Vulnerability Assessment System (PAROS) for identifying and targeting vulnerable households. The FCU will also raise awareness of residual humanitarian needs within the Government and the international community, and in so doing seek to raise money for humanitarian projects.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	34,500
Non-Staff Costs	47,400
TOTAL	81,900

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	81,900
Cash Resources	0
NET REQUIREMENTS	81,900

AZERBAIJAN

1999 NET REQUIREMENTS

US\$ 205,300**Planned staffing for 1999**

	International	Local
Officers	1	
Support Staff		2

A DHA field coordination unit was established in September 1994 to coordinate humanitarian assistance for IDPs and refugees. Although most of the refugees from Armenia, Nagorno-Karabakh and Central Asia, who arrived between 1988 and 1992, have been integrated into the population, there are still many who, along with the internally displaced from Nagorno Karabakh, continue to live in organized camps, public buildings, abandoned railway wagons and temporary shelters. Only 50 percent of those who left have returned to the reclaimed areas in the Horadiz region. In addition,

there is no sign of any peace accord on the conflict opposing Armenia and Azerbaijan over the Nagorno-Karabakh region.

Under the United Nations Resident Coordinator, the FCU organizes inter-agency meetings, non-food sectoral coordination meetings, natural disaster response, when required, and will chair the Mine Action Inter-Agency Working Group in the future. The office also produces situation reports and a bulletin on Nagorno-Karabakh.

In 1998, the FCU:

- coordinated inter-agency and non-food sectoral meetings on humanitarian issues;
- created a working group to address the Government's request to submit a list of national staff working for aid agencies;
- liaised with the Government to coordinate the response to the July 1998 earthquake; and
- hosted a two-day seminar on the Humanitarianism and War Project / Local Capacity for Peace Project, which focused on problems and opportunities facing aid agencies in Azerbaijan.

1999 PRIORITIES AND PLANNED ACTIVITIES

The FCU, together with UNDP and with Government support, is planning a humanitarian needs-assessment seminar in March. In addition, the Unit will complete its post-earthquake and post-flood construction coordination programmes.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	82,000
Non-Staff Costs	123,300
TOTAL	205,300

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	205,300
Cash Resources	0
NET REQUIREMENTS	205,300

GEORGIA**1999 NET REQUIREMENTS****US\$ 427,300****Planned staffing for 1999**

	International	Local
Officers	2	1
Support Staff		6

Although the country is achieving some of its development aims, the population in Georgia is still vulnerable to events that prolong its need for humanitarian assistance. This was dramatically demonstrated in May 1998, when hostilities erupted in the Gali area and some 30,000 persons were displaced, many of them for the second time in five years. The collapse of the Russian rouble and subsequent Georgian economic difficulties, including the devaluation of the Georgian lari, also contributed to worsening conditions for the most vulnerable. The recent events demonstrated that assistance to a country recovering from a complex emergency, such as Georgia, must be flexible enough to integrate responses to the socio-economic and political conditions with parallel relief and development assistance programmes.

Nations Resident and Humanitarian Coordinator. As an office fully dedicated to coordination, the FCU organizes coordination meetings in the areas of unresolved conflict (Abkhazia and South Ossetia) and in Tbilisi; it reports on unmet humanitarian needs; and advocates to donors that these needs be met. In Abkhazia and South Ossetia, the FCU also facilitates liaison between international, political and military actors, such as the United Nations Observer Mission in Georgia (UNOMIG) and the Organization for Security and Cooperation in Europe (OSCE), and the humanitarian community, to generate greater understanding of the interrelationship amongst conflict, politics and humanitarian assistance. OCHA works with relief and development agencies in drafting recommendations to help the country become self-sufficient, and less dependent on international humanitarian assistance.

OCHA serves as a secretariat for the United

In 1998 the FCU:

- disseminated relevant information on the humanitarian situation to headquarters and agencies (including weekly information bulletins, monthly situation reports, translated into Russian and Georgian, and quarterly briefing notes on areas of unresolved conflict);
- organized a regional workshop in Gudauri and a symposium in Tbilisi on humanitarian assistance, conflict and politics; and, in collaboration with the Humanitarianism and War Project and the Local Capacities for Peace Project, organized a series of roundtable discussions in areas of unresolved conflict;
- supported the joint Georgian / Ossetian rehabilitation programmes and the European Union's rehabilitation programmes in South Ossetia, and organized an assessment mission of the Coordinating Council's Working Group on Economic and Social Cooperation in Abkhazia;
- organized and chaired a Working Group, composed of Government representatives, donors, international humanitarian and development actors, and local NGOs, on building capacities for self-sufficiency; and
- under the auspices of United Nations Resident and Humanitarian Coordinator, organized the international humanitarian community's response to the May events in Gali.

1999 PRIORITIES AND PLANNED ACTIVITIES

In 1999, OCHA Georgia will support the United Nations Resident and Humanitarian Coordinator through a series of focused activities.

Advocating humanitarian issues

OCHA Georgia will hold regular meetings with the parties to the conflict over Abkhazia and South Ossetia to advocate that aid be provided to civilians in need, regardless of their nationality, ethnic group, race, political affiliation, or religion. OCHA Georgia will also work closely with all United Nations entities, and in particular the Office of the Special Representative of the Secretary-General.

Exchanging Information

OCHA Georgia will support the exchange of information by issuing weekly information bulletins, monthly situation reports, and quarterly briefing notes on Abkhazia and South Ossetia, and by holding regular coordination meetings. With contributions from UNDP, OCHA will produce a series of briefing notes entitled "Linking Relief and Development", focusing on transitional assistance. A briefing note on capacity-building projects is underway, a product of the Working Group on enhancing capacities for self-sufficiency.

Mobilizing resources

OCHA Georgia will organize regular briefings and missions to Western Georgia (including Abkhazia) and South Ossetia for the donor community in Tbilisi and Moscow to help raise funds for the humanitarian activities of United Nations Agencies and NGOs.

Linking humanitarian needs and development strategies

The OCHA document "Post-Appeal Framework: Linking Humanitarian Needs and Development Strategies" and the Country Strategy Note, both issued in 1997, outlined a new framework for providing humanitarian assistance in Georgia. The Working Group on enhancing capacities for self-sufficiency has been established and complements these documents by outlining specific strategies and recommendations for helping those dependent on humanitarian assistance become more self-sufficient. The working group will serve as a bridge to the longer-term Working Group on vulnerable persons that was established in January 1998 to address issues related to Georgia's social "safety net."

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	264,400
Non-Staff Costs	170,200
TOTAL	434,600

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	434,600
Cash Resources	7,300
NET REQUIREMENTS	427,300

Confirmed pledges	
Donor	Amount (in US\$)
Netherlands	150,000

TAJIKISTAN**1999 NET REQUIREMENTS****US\$ 293,800****Planned staffing for 1999**

	International	Local
Officers	2 (1 UNV)	
Support Staff		5

The Government and the Commission on National Reconciliation have made some progress in building a dialogue with the Islamic opposition. Recent talks with community leaders and representatives from both sides have been fruitful. However the international community is still concerned about security in the country, with some areas off-limits to operations and abduction a real threat.

Regional developments, especially the collapse of the Russian economy and tension with Uzbekistan, have adversely affected the country. The lack of major investment in rehabilitating the irrigation infrastructure, and the slow transition from cotton to staple crops, mean that food self-sufficiency will remain elusive in the short run. To implement programmes outlined in the consolidated inter-agency appeal successfully in this environment, the international community must strengthen existing

coordination systems, especially for a planned transition to sustainable development.

The FCU supports the Resident and Humanitarian Coordinator and, through him, the Special Representative of the Secretary-General. The FCU ensures consultation and coordination amongst United Nations Agencies and with national and international NGOs, the IOM, the ICRC and IFRC, OSCE and the Bretton Woods institutions. Sectoral committees coordinate food aid, agriculture, water and sanitation, health, demobilization and human rights. The FCU, apart from its general function in support of the Resident and Humanitarian Coordinator, also serves as secretariat for certain sectoral committees where there is no clear lead agency, and has been instrumental in creating committees to address education, child protection and human rights issues.

In 1998, the FCU:

- coordinated the relief efforts following the floods and landslides;
- organized cross-border earthquake relief into Afghanistan;
- organized a disaster preparedness workshop;
- promoted the creation of sectoral committees to address education, child protection and human rights issues; and
- helped organize and conduct humanitarian assessment missions to the Karategin Valley and Khojand.

1999 PRIORITIES AND PLANNED ACTIVITIES**General coordination**

In 1999, the FCU will ensure a coordinated approach among United Nations Agencies, international organizations, NGOs and all other partners concerned to improve early identification of emerging needs and gaps, advocacy of humanitarian issues, cooperation with UNMOT in promoting humanitarian concerns, liaison with Government relief coordination structures, collection, analysis and dissemination of data relevant to needs, and humanitarian assistance.

Common programming

The FCU will develop, based on the UNDP strategic framework now in preparation, a common programme approach for Tajikistan. As part of this approach, the Unit will organize a number of workshops for humanitarian actors. The Unit will also increase consultation and coordination with donors in the region, but not present in country, to develop a better understanding of priorities, capacities and needs. The Unit will also manage the consolidated appeal process.

Information

The FCU will continue to improve the collection and availability of data for donors and others. Therefore, in 1999 the Unit will develop a mapping and database capacity for the humanitarian community and produce regular programme and financial updates. The Unit will work with all agencies to create a common programme framework to better identify needs, gaps, resources (or the lack thereof) and the organizations best suited to respond to situations. The framework will include strategies for phasing out some activities and promoting the transition to development in a coordinated manner, and develop monitoring mechanisms within and between sectors to enhance their effectiveness.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	246,000
Non-Staff Costs	165,400
TOTAL	411,400

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	411,400
Cash Resources	117,600
NET REQUIREMENTS	293,800

AFGHANISTAN - UNITED NATIONS OFFICE FOR THE COORDINATION OF HUMANITARIAN ASSISTANCE TO AFGHANISTAN (UNOCHA)

1999 NET REQUIREMENTS

US\$	0
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Planned staffing for 1999			
	Internat	Local	Geneva
Director	1		
Officers	15		1
Support Staff		58	2

After 20 years of protracted war and internal strife in Afghanistan, poverty is widespread and basic economic infrastructure and social services operate at minimum capacity. Afghanistan is now rated as one of the world's top opium producers, while the country's agricultural base is dwindling. Maternal and infant mortality rates are among the highest in the world, and it is estimated that around 700,000 people are physically or mentally disabled. Literacy levels in Afghanistan are at rock bottom. The millions of landmines scattered throughout the country continue to kill and maim Afghans. Victims of human rights violations are found in all segments of society. In the northeastern provinces of Badakhshan and Takhar, conflict has exacerbated the problems caused by the earthquakes that struck the region in February and May 1998. For 18 consecutive years, Afghanistan has produced more refugees than any other country in the world.

The United Nations Office for the Coordination of Humanitarian Assistance to Afghanistan (UNOCHA) acts on behalf of the ERC and operates under the authority of the United Nations Humanitarian Coordinator for Afghanistan, who is also the United Nations Resident Coordinator. The Office is the central coordination point for the various components of the United Nations humanitarian assistance programme. On behalf of the United Nations system, the Office consults with Afghan authorities and with neighbouring and other concerned States about humanitarian assistance to the country. It secures, through appropriate channels, access to affected populations and protection of humanitarian personnel and supplies. The Office coordinates and directs mine clearance and mine awareness activities and provides

common services to the United Nations and NGO community through two specific projects, a radio (communications) network and essential aircraft services. Through a small-scale emergency project, the Office maintains contingency provisions for sudden disasters or emergencies.

UNOCHA also leads the preparation of United Nations consolidated inter-agency appeals, develops principles-based common programming documents, implementing reports and other documents required by donors and Governments. It ensures effective liaison between the United Nations Agencies, donor Governments and NGOs participating in humanitarian assistance programmes. UNOCHA serves as the secretariat to the Afghan Programming Body (a joint forum of the United Nations, NGO and donor representatives created in November 1998) and publishes Afghanistan weekly updates, which highlight humanitarian issues and activities.

Because of security considerations, the headquarters of UNOCHA remains relocated in Islamabad (Pakistan) together with other United Nations Afghan programme agencies. UNOCHA also has five regional coordination offices (Kabul, Mazar -I- Sherif, Herat, Kandahar, and Jalalabad) and two sub-regional coordination offices (Bamiyan, Faizabad). To support its coordination activities in Afghanistan, UNOCHA maintains liaison offices at Termez (Uzbekistan) and Peshawar (Pakistan). UNOCHA also includes a small unit within the OCHA Geneva office that provides administrative support to its activities and liaises with UNOG, OCHA and the United Nations system agencies in Geneva, as well as with donor countries and NGOs.

In 1998, UNOCHA:

- negotiated and signed the “first” United Nations-Taliban Memorandum of Understanding, which resulted in the establishment of a Joint Consultative Committee and two additional commissions to deal with health and education;
- coordinated relief efforts by the United Nations, NGO and donors in response to the two earthquakes that struck northeastern Afghanistan in February and May 1998, and provided personnel and logistic services;
- provided coordination and direction for mine action activities, including mine clearance, mine surveys, training and evaluation, and mine awareness;
- adopted a Strategic Framework for Afghanistan, the first of this kind, to bolster the coherence and effectiveness of United Nations action through new and imaginative forms of partnership amongst all actors; and
- created the Afghanistan Programming Body, composed of United Nations’, NGO and donor representatives, and the Humanitarian Coordinator.

1999 PRIORITIES AND PLANNED ACTIVITIES

The Office will oversee the preparation of the 2000 appeal and follow-up of the 1999 appeal in consultation with United Nations Agencies, NGOs and donors. This will include mobilizing donors and preparing a mid-term review of the appeal.

The Office will also coordinate mine activities with local authorities, participating agencies and other parties at the national and local level, prepare and disseminate public information, provide aircraft and communication services to the United Nations system and NGOs in Afghanistan and in neighbouring countries, and lead the negotiations on key elements of the assistance programme with the Taliban through the Joint Consultative Committee.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	2,382,000
Non-Staff Costs	1,238,000
TOTAL	3,620,000

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	3,620,000
Cash Resources	3,620,000
NET REQUIREMENTS	0

DEMOCRATIC PEOPLE'S REPUBLIC OF KOREA

1999 NET REQUIREMENTS

US\$ 402,200

Planned staffing for 1999		
	International	Local
Officers	2	
Support Staff		2

Over the past several years, severe food shortages have been exacerbated by a decline of industrial and agricultural output and successive natural disasters. Humanitarian assistance in the food and public health sectors is an urgent priority, requiring a combination of emergency and rehabilitation assistance. Capacity-building projects and disaster prevention and mitigation activities are also needed. The serious humanitarian situation combined with limited access to information and constraints on movement due to unique circumstances in the DPRK use significant challenges for the coordination of humanitarian assistance. Given the continuing emergency and complexity of the situation in the DPRK, effective coordination of humanitarian programmes is crucial.

In 1998, OCHA established a Field Coordination Unit to support the Humanitarian Coordinator. The Unit promotes concerted planning and implementation of the humanitarian programmes and liaises with Government counterparts. Close collaboration between the FCU, United Nations Agencies and NGOs is fostered in meetings and through the publication of bulletins and updates. The OCHA / Swedish International Development Agency (SIDA) bridge-funding mechanism supports international NGOs by helping them meet immediate needs for on-going or new projects.

In 1998, the FCU:

- established for the first time, a set of humanitarian principles, together with a Consensus Statement, endorsed by the international community, about the humanitarian situation in DPRK;
- organized weekly inter-agency meetings attended by all United Nations Agencies, bilateral donors, the WFP Food Aid Liaison Unit and resident NGOs; bi-weekly sectoral meetings on food aid, health and agriculture; monthly meetings between the Humanitarian Coordinator and NGOs to address issues specific to them;
- managed the preparation of the United Nations consolidated inter-agency appeal, which involved a wide range of actors, including United Nations Agencies, NGO partners, the Government and donors;
- financed NGO programmes through the OCHA / SIDA bridge funding mechanism;
- issued monthly updates, special quarterly bulletins and maps / charts on the humanitarian situation in DPRK; and
- strengthened relations with the Government by facilitating its participation in workshops, such as the CAP Workshop, a Food for Work Workshop and a WFP / Government Retreat, and consulting it on agency missions and issues confronting humanitarian agencies in DPRK. In collaboration with the Government, the Humanitarian Coordinator led a flood damage assessment team to flood-affected areas and prepared a joint agency report on findings.

1999 PRIORITIES AND PLANNED ACTIVITIES

Coordination

The FCU will coordinate the implementation of the common humanitarian action plan, whose objectives are:

- to establish a clear strategy and direction for the humanitarian programme;
- to build a common sense of purpose amongst the main humanitarian and development actors, thereby fostering coordination;
- to assist in prioritization;
- to develop effective resource mobilization;
- to support implementation, including monitoring and impact assessment, of the common humanitarian action plan and humanitarian programmes therein; and
- to advocate humanitarian principles.

The Humanitarian Coordinator will establish benchmarks to monitor the progress of the common humanitarian action programme and adherence to humanitarian principles. The FCU, in collaboration with United Nations Agencies and NGOs present in DPRK, will support the design and implementation of a monitoring plan that sets out operational indicators for each sector.

Liaison with NGOs

The FCU will administer the OCHA / SIDA NGO Framework Project. This Fund supports existing NGO programme activities or new initiatives in the humanitarian sector, including capacity-building training workshops and seminars on specific sectors covered by NGOs (health and nutrition, food security and agricultural recovery, water and sanitation) for counterpart agencies within Government.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	268,900
Non-Staff Costs	133,300
TOTAL	402,200

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	402,200
Cash Resources	0
NET REQUIREMENTS	402,200

In the summer of 1998, severe floods hit China, particularly the central and southern parts of the country along the Yangtze River valley and the Northeast. Following an unprecedented emergency mobilization of national resources, DBR fielded a United Nations Disaster Assessment and Coordination team and launched an international appeal to assist 54 million of the most affected victims.

DISASTER RESPONSE

Humanitarian consequences of natural and man-made disasters often exceed the capacity of coping mechanisms and resources of affected countries. Coordinated international activities are often needed to help victims. OCHA, through the Disaster Response Branch, helps mobilize and coordinate assistance from the international community to disaster victims by:

- maintaining a disaster response system which provides round-the-clock readiness for prompt intervention and is operational 24 hours a day and seven days a week;
- issuing situation reports that alert and update United Nations partners and the public;
- ensuring on-site assessment and field coordination support;
- mobilizing the international community to provide help, including through international appeals.

DISASTER RESPONSE BRANCH - GENEVA

1999 Estimated Extrabudgetary Costs (in US\$)	1,777,700
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Planned staffing for 1999		
	RB	XB
Principal Officers	1	
Professional	3	8
General Service	2	8

The Disaster Response Branch (DRB) carries out OCHA tasks related to disaster response with and through the United Nations Resident Coordinators, in their role as coordinators of disaster relief activities. In order to effectively play its role, DRB and its regional desks draw on the capacity of several support services and projects. These are described on the following pages.

DRB will increase its involvement in assessment and evaluation of needs and response. This will be reflected, in part, in its role in co-managing the

evaluation of the United Nations response to Hurricane Mitch. In addition, DRB will lead the process in OCHA to produce an analysis of the threat posed by a new generation of natural disasters, with recommendations for changes in practice.

DRB issues an annual statistical summary of its disaster-related activities. The Branch will review the database maintained for this purpose to broaden the information contained.

1999 ESTIMATED COSTS (IN US\$)*	
Staff Costs	1,606,700
Non-Staff Costs	171,000
TOTAL	1,777,700

* Common costs for all offices in Geneva are shown on table "common costs", under Finance and Administrative Section

REGIONAL DESKS

1999 NET REQUIREMENTS (DRB Workshops)

US\$ 94,000

Given the increasing number of large-scale natural disasters and environmental emergencies, particularly in developing countries, most of the Desks' activities focus on disaster response. Through the OCHA emergency response system, the regional Desks are the lead providers of services to disaster-

affected countries, United Nations Agencies and the international humanitarian community at large. Efforts are being made to improve the OCHA emergency response system, notably the services provided to the field, based on experience gained in 1998.

In 1998, the Desks:

- supported the launch of 28 international appeals and a joint OCHA / UNDP Inter-Agency Transitional Appeal for the countries in Central America hit by the Hurricane Mitch;
- issued 182 situation reports and regularly produced financial tracking updates, posting them on ReliefWeb and assisted in mobilizing more than US\$ 1 billion in contributions for the international community;
- made emergency cash grants for total US\$ 805,000 to Governments of disaster-stricken countries to cover the most pressing needs of the affected populations and served as a channel for more than US\$ 11.7 million in voluntary donor contributions;
- participated in 17 United Nations Disaster Assessment and Coordination (UNDAC) missions, as well in UNDAC training in Asia and the Pacific, Latin America, and Europe; and
- cooperated with regional organizations. In this framework, a regional seminar on policy aspects of crisis management was organized in Interlaken (Switzerland) for the 44 countries participating in the NATO / Partnership for Peace Programme. Response preparedness missions were also organized in the Americas with the respective UNDP offices, in response to the El Niño phenomenon.

1999 PRIORITIES AND PLANNED ACTIVITIES

Disaster response preparedness

The Desks will reinforce their cooperation with regional organizations (under the Partnership for Peace Initiative, a high-level regional conference will be held in Locarno in October) and participate in meetings and lessons-learned sessions - such as the Pan American Health Organization (PAHO) Post Hurricane Evaluation of Preparedness and Response Meeting, to be held in the Dominican Republic in February.

The Desks will participate in UNDAC activities, missions and courses. The Desks will conduct missions to disaster-prone countries to build collaborative relationships with the United Nations Resident Coordinators and, through them, with other relevant United Nations', national and NGO humanitarian actors.

The format, quality and dissemination of situation reports will be improved.

Donor mobilization

The regional Desks will encourage donor interest. Given the recent experience in preparing United Nations inter-agency appeals following natural disasters, standard procedures for the rapid preparation and dissemination of such appeals will be elaborated in cooperation with United Nations Agencies. Requirements that support an early transition from relief to rehabilitation will be included in these appeals.

To ensure the rapid availability of cash resources for disaster response, OCHA will continue to urge donors to contribute to a reserve in the OCHA Trust Fund for Disaster Relief, from which cash grants can be immediately disbursed for life-saving and life-supporting assistance to the survivors of disasters. Two donors are already participating in this scheme (see annex IX on 1998 utilization of pre-positioned funds).

Advocacy and public information

OCHA advocacy for natural disaster preparedness, national and regional capacity-building and prevention will be enhanced and its public information capacity will be improved. In close cooperation with UNDP, an

international workshop on natural disasters will be organized in China. Experts from disaster-prone developing countries will participate in the workshop, addressing the new generation of natural disasters which have serious environmental and social consequences. The workshop will also try to improve South-South cooperation in disaster management.

1999 REQUIREMENTS (IN US\$)	
	Workshops/Lessons Learnt Exercises
Estimated XB Costs (non-staff)	130,000
Cash Resources	36,000
NET REQUIREMENTS	94,000

REGIONAL DISASTER RESPONSE COORDINATION UNITS

1999 NET REQUIREMENTS	
US\$	639,600

Planned staffing for 1999			
	Americas	Asia	South Pacific
Professional	1	1	1
General Service	1	1	1

Given the increasing incidence and adverse impact of natural disasters in the Asia, Latin America and South Pacific regions, OCHA will establish three Regional Disaster Response Coordination Units, provided that adequate funding is received. These Units will represent OCHA at the field level and support the Governments and national civil defence institutions of affected countries, the Resident Coordinators and United Nations Agencies. In particular, they will:

- provide specific technical assistance to disaster-affected countries, including impact and needs assessment;
- disseminate information and produce situation reports;
- advise on planning and organization of relief operations;
- assist in the mobilization and coordination of international assistance (including preparing appeals, liaising with donors and NGOs, and managing funds channelled through OCHA);
- train national counterpart staff;
- undertake post-disaster evaluation and analysis.

The regional units will be called upon to participate in or lead UNDAC missions, as appropriate, and to assist in the maintenance and development of the UNDAC network that has been established in these regions. The units will work closely with the offices in the region which promote and implement medium and long-term disaster mitigation strategies and projects.

1999 ESTIMATED COSTS (IN US\$)			
	Americas	Asia	South Pacific
Staff Costs	152,000	152,000	152,000
Non-Staff Costs	61,200	61,200	61,200
TOTAL	213,200	213,200	213,200
GRAND TOTAL	639,600		

1999 REQUIREMENTS (IN US\$)			
	America	Asia	South Pacific
Estimated XB Costs	213,200	213,200	213,200
Cash Resources	0	0	0
NET REQUIREMENTS	213,200	213,200	213,200
GRAND TOTAL	639,600		

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
UK	250,000

FIELD COORDINATION SUPPORT UNIT

1999 NET REQUIREMENTS

US\$ 631,900

Planned staffing for 1999

Professional	4
General Service	3

The Field Coordination Support Unit (FCSU) is the DRB Unit of assistance to the Field Coordination Support Programme, which also includes the United Nations Disaster Assessment and Coordination (UNDAC) Team, the International Search and Rescue Advisory Group (INSARAG) and the International Emergency Response Consultative Mechanism (IERCM). Working in close cooperation with the DRB regional Desks, the Unit mobilizes UNDAC teams, which are drawn from a resource base of more than 100 skilled emergency managers from 25 countries. Its work includes:

- providing UNDAC training and other human

- resources development;
- developing emergency assessment and field coordination methodology and guidelines through the UNDAC system;
- identifying, mobilizing and deploying field coordination resources (human, technical, and logistics assets); and
- as the secretariat of the INSARAG and the IERCM, strengthening the network of international emergency response organizations.

In 1998, the FCSU:

- mobilized and supported 17 UNDAC Relief Missions to 16 countries;
- organized UNDAC courses in Switzerland, Austria and Latin America and organized the On-Site Operations Coordination Centre (OSOCC) training course;
- developed the Five-Partite Cooperation to provide stand-by resources for relief missions;
- co-organized and participated in TRIPLEX 98, an exercise to practice the deployment of resources from five nations;
- established the IERCM and organized the first meeting of the IERCM Core Group in Interlaken;
- organized workshops which led to the definition of the OSOCC Guidelines, the Guidelines for International Search and Rescue Response (ISARR), and the United Nations Emergency Response Training Concept;
- established and maintained the INSARAG / UNDAC homepage on OCHA-OnLine.

1999 PRIORITIES AND PLANNED ACTIVITIES

UNDAC and training

In 1999 the FCSU plans to establish an UNDAC team component in Africa and strengthen the UNDAC regional teams in Latin America and South Pacific.

Six UNDAC courses will be organized: two of them will be held in Europe, two in Latin America and two in the South Pacific region. The Unit will also develop a pilot United Nations Emergency Response Awareness course in Germany and a series of workshops to enhance information management systems, including electronic information management tools. Workshops will also be organized to further develop the Guidelines for ISARR and the OSOCC Guidelines. The FCSU will co-organize and participate in Triplex 99.

Emergency response

Continued mobilization and support of UNDAC relief missions will be ensured throughout the year.

ACTIVITIES

Organization of institutional meetings

The FCSU will organize the meeting of the INSARAG Regional Group Africa / Europe, the INSARAG Steering Group meeting and the second meeting of the Core Group of the IERCM.

Incorporation of G77 countries in emergency response

FCSU plans to incorporate a significant representation of G77 countries in all aspects of the Field Coordination Support Programme in 1999. This will include the UNDAC team, as well as the IERCM.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	707,200
Non-Staff Costs	833,200
TOTAL	1,540,400

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	1,540,400
Cash Resources	908,500
NET REQUIREMENTS	631,900

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
Germany	53,100
Switzerland	461,000

MILITARY AND CIVIL DEFENCE UNIT

1999 NET REQUIREMENTS

US\$ 701,800

Planned staffing for 1999

Professional	5
General Service	2

The Military and Civil Defence Unit (MCDU) was established by a decision of the IASC in November 1995 to ensure the most efficient use of military and civil defence assets in support of humanitarian operations. The MCDU consults with concerned nations and organizations to maintain up-to-date information on preparedness and response measures related to military and civil defence support. It also acts as a focal point with interested Governments, regional organizations and military/civil defence

establishments on preparedness measures for the exceptional use of these assets in support of humanitarian operations. The MCDU maintains a database on resources, ranging from cargo aircraft, field hospitals and field catering units to nuclear, biological and chemical detection units. The MCDU reports to an Advisory Panel composed of members of the IASC, namely of representatives from OCHA, WFP, UNHCR, UNICEF, WHO, UNDP, DPKO, FAO and observers from the IFRC and ICRC.

In 1998 the MCDU:

- undertook 55 missions, 37 of which were in Europe, 11 in Africa, four in Asia, two in the United States and one in Central America;
- received and responded to requests for the use of various military and civil defence assets;
- established working groups on service modules, training, air operations and legal matters; and
- established and regularly updated a list of national MCDA focal points for the mobilization of assets.

1999 PRIORITIES AND PLANNED ACTIVITIES

Making available information on military and civil defence assets for emergency response

The MCDU will negotiate with donor countries on the availability of "Key Service Modules".

Holding training courses and high-level seminars

The MCDU will organize a workshop for civil and military practitioners on revising the Oslo Guidelines and will organize and/or participate in a number of training events, including United Nations Civil/Military Cooperation (CIMIC) Basic Courses and United Nations CIMIC Staff Training Courses, United Nations Emergency Response Awareness courses (jointly with FCSU), two High-Level Seminars in Abidjan and in Argentina, and several military / humanitarian exercises, including Exercise Cooperative Guard (Czech Republic), Exercise Barents Peace (Norway), and Exercise Blue Crane (South Africa).

Building capacity to support large-scale air operations in an emergency

The concept, terms of reference, documentation, and an index of required equipment, including communications, will be defined. Thereafter, negotiations with Governments will begin on nominating stand-by personnel and on preparing and launching training activities.

ACTIVITIES

Answering legal questions about the use of military and civil defence assets in humanitarian operations

The MCDU will assist the Working Group, composed of legal experts on this issue. The MCDU will then conduct one or more workshops to disseminate the results of the Working Group and encourage the use of the model standard agreements.

Revising the field manual for military and civil defence personnel engaged in humanitarian operations

After revisions, the Field Manual will be published as a handbook later this year.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	891,300
Non-Staff Costs	767,300
TOTAL	1,658,600

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	1,658,600
Cash Resources	956,800
NET REQUIREMENTS	701,800

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
France	139,900
Switzerland	177,300
Switzerland	88,700
Switzerland	70,900

JOINT UNEP / OCHA ENVIRONMENT UNIT

1999 NET REQUIREMENTS

US\$ 45,900

Planned staffing for 1999

Professional	2
General Service	1

OCHA assists countries to cope with the environmental effects of emergencies, including industrial accidents, not covered by existing arrangements. In particular, the Joint United Nations Environment Programme (UNEP) / OCHA Environment Unit:

- acts as a broker to forge quick, direct links between country focal points and providers of expertise and specialized equipment. If necessary, the Unit helps with the logistics of delivering assistance;
- serves as an information clearing-house to provide rapid access to national and international sources of information and advice on the response required; and
- establishes contacts between requesting countries and designated experts or international bodies, and arranges assessment missions to assist in initial assessment and post-emergency analysis.

In 1998, the Unit:

- provided or helped obtain assistance for affected countries: Indonesia (forest fires), Paraguay (storage of hazardous wastes), Brazil (forest fires), Madagascar (chemical accident), Kyrgyzstan (toxic chemical spill), the Russian Federation (forest fires);
- prepared and distributed situation reports on various disasters and their environmental consequences;
- elaborated a standard notification and request form for assistance;
- prepared and concluded agreements on various communication procedures with a number of international organizations and UNEP organizational units; and
- convened the third meeting of the Advisory Group on Environmental Emergencies in Geneva in November 1998.

1999 PRIORITIES AND PLANNED ACTIVITIES

The Unit will continue to monitor environmental emergencies worldwide and mobilize and coordinate international assistance. In particular, the Unit will focus on:

- mobilizing international assistance rapidly and efficiently, following requests from countries facing environmental emergencies;
- expanding the global network of national focal points for environmental emergencies;
- developing practical recommendations to establish national plans for responding to environmental emergencies;
- improving procedures of notification of environmental emergencies and requests for international assistance;
- updating the directory of national emergency response centres;
- helping prepare for and implement the chemical accident simulation exercise, "Comprotex 99", promoted by Austria, Hungary, the Slovak Republic, the NATO, the European Commission, UNEP and OCHA; and
- dispatching expert assessment missions to countries affected by environmental emergencies.

ACTIVITIES

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs *	0
Non-Staff Costs	72,200
TOTAL	72,200

1999 REQUIREMENTS (IN US\$)*	
Estimated XB Costs	72,200
Cash Resources	26,300
NET REQUIREMENTS	45,900

* Staff costs covered by UNEP

LOGISTICS AND TRANSPORT UNIT**1999 NET REQUIREMENTS****US\$ 2,379,000****Planned staffing for 1999**

Professional	2
General Service	8

OCHA maintains a permanent, renewable stock of donated disaster relief items at the OCHA Warehouse in Pisa, Italy. These are basic survival items, such as tents, blankets and generators, donated by various Governments, which OCHA can transport immediately to disaster-affected areas, subject to the agreement of the donor and to the availability of the items in stock. The warehouse can also serve as an assembly centre for the international relief community. Goods and transport are offered to disaster-affected countries free of charge. Under existing agreements with WHO and WFP, emergency food and medical supplies are also stored at the Pisa warehouse.

The Logistics and Transport Unit (LTU) helps manage the warehouse and replenishes stocks of basic non-food, non-medical relief items.

The Pisa Warehouse will be relocated to the United Nations Logistics Base in Brindisi. The move,

agreed upon by OCHA and the Italian Government, will be carried out during 1999. Management of the warehouse will be divested to WFP after the relocation. The change in management was agreed upon by WHO, WFP, OCHA and the Italian Government.

Under the supervision of the Deputy Chief of the Branch, the LTU will help prepare for these two events by addressing the complex administrative and logistical arrangements involved and negotiating funding and other matters with donors and the United Nations Agencies concerned. To the extent feasible, the Unit will replenish non-food stocks (as that responsibility remains with OCHA) and transport relief supplies to disaster-stricken countries when required. The Unit will also develop stand-by arrangements for expediting the chartering of air services in emergencies.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	685,600
Non-Staff Costs	3,032,700
TOTAL	3,718,300

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	3,718,300
Cash Resources	1,339,300
NET REQUIREMENTS	2,379,000

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
Italy	1,186,800

EMERGENCY TELECOMMUNICATIONS PROJECT

1999 NET REQUIREMENTS

US\$ 290,600

Planned staffing for 1999

Professional	1
General Service	0

The Emergency Telecommunications Project support technical aspects of information amongst partners in field operations and between respective headquarters. Equipment, including satellite terminals and expertise, is provided to OCHA staff during all major disasters. OCHA maintains a shortwave radio network with an automatic e-mail gateway in Geneva, providing free data communications with 18 field offices. OCHA also convenes the Working

Group on Emergency Telecommunications, which develops more efficient telecommunications technologies and procedures in collaboration with the field. The Working Group is composed of all United Nations Agencies involved in humanitarian assistance, as well as major national and international humanitarian governmental and non-governmental organizations and the ICRC.

In 1998 the Project:

- supported discussions of the Working Group that led to the Tampere Convention. The Convention was signed by 33 States, and more signatures were added during the second half of 1998;
- prepared resolutions urging Member States to sign and apply the Tampere Convention on the occasion of the World Telecommunication Development Conference in Malta and the plenipotentiary Conference of the International Telecommunications Union (ITU); and
- developed shortwave radio data links between Geneva and the field, allowing savings of more than US\$ 200,000 in telecommunications costs.

1999 PRIORITIES AND PLANNED ACTIVITIES

Implementation of the Tampere Convention

The Project will promote the ratification and application of the Convention in a series of conferences, including the Geographical Information System Conference, the Pacific Telecommunications Conference, the IASC meeting, and the Emergency Telecommunications Conference. The Project will also produce related publications and organize specific events, including an Asia Regional Workshop at the ministerial level in April, the Eighth Meeting of the Working Group on Emergency Telecommunications in June, and Asia-Pacific workshops.

Advisory activities

The Project will support FCSU, UNDAC, MCDU and other missions in their telecommunications requirements and work with the UNOG to develop its own, independent, low-cost radio data networks. Advice will be offered to national Governments and institutions on developing emergency telecommunications structures.

Regulatory framework for emergency telecommunications

New possibilities for emergency telecommunications will be explored. These will include negotiations for favourable tariffs, and the establishment of an appropriate regulatory framework for a joint "corporate" position of the United Nations system and partners in international humanitarian assistance.

Links between disaster response and telecommunications

The framework for the Emergency Telecommunications Project will be enhanced by promoting the idea of a joint ITU / OCHA Unit, similar to the existing UNEP / OCHA Unit. This would include disaster response concerns in information management projects and mechanisms, such as the Global Disaster Information Network, which often focus only on disaster prevention and preparedness.

Use of telecommunications for the safety and security of humanitarian personnel in the field

Implementing resolution COM 5/18 of the ITU Plenipotentiary Conference 1998 and working closely with UNSECOORD and United Nations Agencies, the Project will develop standards for submission for the Inter-Agency Telecommunications Advisory Committee and the ACC.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	162,100
Non-Staff Costs	207,500
TOTAL	369,600

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	369,600
Cash Resources	79,000
NET REQUIREMENTS	290,600

CONFIRMED PLEDGES	
Donor	Amount (in US\$)
Switzerland	70,000

CHERNOBYL DESK**1999 NET REQUIREMENTS****US\$ 153,800****Planned staffing for 1999**

Professional	1
General Service	0

The Chernobyl Desk of OCHA supports directly the ERC in his function as the United Nations Coordinator of International Cooperation on Chernobyl to ensure the efficient coordination of efforts to study, mitigate and minimise the consequences of the Chernobyl disaster. The Desk:

- provides administrative support for the Expanded Ministerial Committee on Chernobyl, composed of Ministers from Belarus, the Russian Federation and Ukraine responsible for matters related to Chernobyl;
- acts as the secretariat of the Inter-Agency Task Force on Chernobyl, in which all United Nations Agencies and other international organizations working on post-accident activities participate;
- maintains close contacts with the national ministries and agencies of the three affected countries to define priority projects and activities planned by the respective authorities;

- prepares agreements with donor institutions and the above authorities on the implementation of projects;
- helps raise funds to support the projects defined in the Inter-Agency Programme of International Assistance to Areas Affected by the Chernobyl Disaster, through a dedicated Chernobyl Trust Fund administered by OCHA; and
- participates in the Inter-Agency Committee for the Response to Nuclear Accidents.

The Desk prepares the reports of the Secretary-General to the General Assembly on Chernobyl-related activities of the United Nations system. It also contributes information for reports to ECOSOC and for the annual OCHA reports on Chernobyl-related activities.

In 1998, the Desk:

- organized a donor meeting in the Spring to present priority projects proposed by the Governments of the affected countries;
- on the basis of the funds received, channelled resources for seven projects in the field of social-psychological and economic rehabilitation and concluded appropriate arrangements with executive agencies;
- discussed and agreed upon, with the United Nations Resident Coordinator in Kiev, the execution and management structure for monitoring the creation of three new rehabilitation centres, one in Belarus and two in Ukraine;
- organized several expert missions, in particular concerning economic rehabilitation of affected areas.

1999 PRIORITIES AND PLANNED ACTIVITIES

The priorities of the Desk for 1999 will be as follows:

- prioritization of the Inter-Agency Programme of International Assistance;
- increased public awareness and advocacy campaign; and
- assistance in preparation of the Inter-Agency Preparedness and Response Plan for Nuclear Emergencies.

1999 ESTIMATED COSTS (IN US\$)	
Staff Costs	104,600
Non-Staff Costs	49,200
TOTAL	153,800

1999 REQUIREMENTS (IN US\$)	
Estimated XB Costs	153,800
Cash Resources	0
NET REQUIREMENTS	153,800

Mitaa partners in the worldwide promotion of natural disaster prevention. Here, one of the winning photos of the IDNDR 1998 international photo contest "Natural Disaster Prevention and the Mitaa - Prevention Begins with Information": two girls swimming to a food distribution centre during the 1988 floods in Bangladesh. They hold a card entitled "I'm receiving food".

THE INTERNATIONAL DECADE FOR NATURAL DISASTER REDUCTION (IDNDR)

In recognition of the disastrous impact of natural disasters on vulnerable communities, the United Nations General Assembly proclaimed, in its resolution 44/236, the International Decade for Natural Disaster Reduction (IDNDR 1990-2000), with the objective to reduce, through concerted international action, the loss of life, property damage, and social and economic disruption caused by natural disasters. The Decade is both an international Programme of Action, and an institutional set up. The International Programme calls for broad based concerted action in all disciplines related to disaster reduction, i.e. scientific, technical, environmental, economic and social. Apart from UN Agencies and governments, other partners from civil society are called in implementing the Programme.

INTERNATIONAL DECADE ON NATURAL DISASTER REDUCTION (IDNDR) SECRETARIAT

1999 REQUIREMENTS	
US\$	3,272,500

Planned staffing for 1999	
Director	1
Professional	13
General Service	7

With regard to the institutional set up, IDNDR works through National Committees and Focal Points, which exist in 141 countries. The IDNDR Secretariat in Geneva, which is responsible for monitoring and for implementation of the overall programme, is headed by a Director, under the overall authority of the USG for Humanitarian Affairs. The IDNDR Scientific and Technical Committee is the United Nations Secretary-General's advisory body for the Decade, and is composed of 25 experts from various disciplines from all over the world. One of the key concerns of the Decade lies in the effective application of science and technology for prevention of disasters. A United Nations Inter-Agency Steering Committee on IDNDR meets regularly, as well as a Contact Group of Geneva-based diplomatic

missions. A Global Forum of NGOs for Disaster Reduction was founded in 1994.

In 1999, the international community will evaluate ten years of achievement in disaster reduction and map a comprehensive disaster reduction strategy for the 21st century. In order to coordinate this process, the IDNDR Secretariat has adopted a detailed Action Plan for 1998-1999. The action plan is being implemented through three types of activities with regard to disaster reduction: advocacy, policy and coordination. A process of thematic events and regional conferences will lead to a Closing Event in July 1999. This event consists, on the one hand, of the political review of IDNDR by the ECOSOC and, on the other hand, of an International Programme Forum of all IDNDR framework partners.

In 1998, IDNDR:**Advocacy**

- organized the Annual World Disaster Reduction Campaign “Natural Disaster Prevention and the Media - Prevention Begins with Information” , which was observed in over 70 countries. The campaign included the third IDNDR Internet Conference, while TV interviews and disaster reduction programmes were broadcast on, inter alia, CNN, Euronews, World Chronicle/United Nations TV, Arte. Radio programmes were also aired in 72 countries;
- organized the 1998 United Nations Sasakawa Disaster Prevention Award, which went to Chinese officials for outstanding achievements in the field of disaster prevention; and
- brought prevention issues to a large public in more than 100 countries through its STOP DISASTERS publication and IDNDR Informs, the newsletter for Latin America and the Caribbean.

Policy

- convened the United Nations Inter-Agency Task Force on El Niño, and developed the ongoing United Nations system's strategy on El Niño, as called for by the General Assembly resolution 52/200. A first Intergovernmental Meeting of Experts was organized with the Government of Ecuador and the Permanent Commission for the South Pacific in Guayaquil in November 1998;
- assisted the German Government in organizing the International Conference on Early Warning Systems for the Reduction of Natural Disasters. This concluded a four-year process of multi-disciplinary and inter-sectoral contributions coordinated by the IDNDR Secretariat for improved early warning in the 21st century;
- organized (in association with the Economic Commission for Europe) “IDNDR Central Europe 1998” bringing together the IDNDR National Committee for the Czech Republic and Government representatives of the region. A draft protocol IDNDR/Economic Commission for Europe flood prevention protocol was developed in that framework; and
- launched the Risk Assessment Tools for Diagnosis of Urban Areas against Seismic Disasters (RADIUS) Initiative, with the aim of developing common methodologies for seismic risk reduction in urban areas. IDNDR selected nine case study cities and more than 100 cities participate in the overall project. Three regional advisory committees were established in May 1998 to give technical advice to the cities and to raise the public awareness there.

Coordination

- organized, in Panama, the third meeting of the Steering Committee of the Regional Disaster Information Centre, located in Costa Rica and managed by IDNDR;
- co-organized the IDNDR Regional Conference for the Countries of the Commonwealth of Independent States and Central and Eastern Europe in Armenia from 15 to 21 September 1998; and
- co-organized the Seventh South Pacific IDNDR Regional Disaster Management Meeting in Fiji in September, which focused on past achievements and on the requirements for an effective disaster reduction strategy in the next century.

1999 PRIORITIES AND PLANNED ACTIVITIES

A main feature of the 1998-1999 IDNDR Action Plan is the **Programme Forum** which will be held in Geneva in July 1999. The Forum, preceded by a series of thematic and regional events throughout the world, is an essential part of the concluding phase of the Decade. The objectives of the Programme Forum are threefold:

- evaluate progress in disaster reduction during the past ten years;
- identify trends in natural hazards in order to project related risks into the 21st century; and
- shape future directions for sustained international and inter-disciplinary commitment to disaster prevention.

The structure of the Programme Forum reflects a multi-sectoral and multi-dimensional approach. The main themes will cover, with respect to prevention of natural disasters, fields such as sustainable development and environment, science and technology, socio-economic issues and education, and develop future arrangements pertaining to these fields through contributions from all sectors represented in the IDNDR International Framework of Action.

The Programme Forum recommendation will be submitted to the Summer Session of ECOSOC. Thematic and regional events of the IDNDR Action Plan leading to the Programme Forum are as follows:

Advocacy

The *1999 World Disaster Reduction Campaign* culminating on the United Nations World Disaster Reduction Day on 13 October of this year, will be developed under the slogan "Prevention Pays" and will be consistent with the concluding phase of the Decade and the establishment of guidelines for a safer world in the 21st century. The campaign is aimed at creating renewed support and encouragement to anticipate and mitigate the damages caused by natural hazards, in particular to reduce social and economic risks through the appropriate use of science, research and technology. Promotional activities will include the production and dissemination of press releases. Meetings with the press and debates on disaster reduction will be a platform for the exchange of ideas and experiences. The 1999 United Nations Sasakawa Disaster Prevention Award for outstanding achievements in the field of disaster prevention and preparedness will complement the campaign.

Policy

The *Symposium on Flood Forecasting*, undertaken in cooperation with United Nations Department of Economic and Social Affairs, Brasilia, Brazil, now scheduled for 23-27 August, will bring together internationally renowned experts and senior policy-makers who are active in disaster management and preparedness, as well as water resource managers. The Symposium will produce a practical set of guidelines for countries to use in establishing or strengthening their capacities in flood forecasting for improved water resources management.

The *International IDNDR Conference on Disaster Prevention, Land Use Planning and Sustainable Development*, France, 7-11 June, will address land use planning and sustainable development in the context of disaster reduction. One of the main objectives of the conference will be the evaluation of specific problems and solutions which both countries of the North and South face in these domains.

The IDNDR *International Conference on Mountain Natural Hazards* will take place in Grenoble, France on 12-14 April. The aims of the conference are to take stock of progress made regarding knowledge and understanding of natural risks and their management methods and to outline the perspective trends for follow-up work.

The Australian IDNDR Coordination Committee and its partners will hold a three-day conference "*Disaster Prevention for the 21st Century*" in Canberra, Australia, in which emphasis will be placed on the need for the goals of the IDNDR to continue into the next century with a strong focus on disaster prevention and preparedness for all hazards. The objectives of the conference are to provide a forum for all those dealing with disasters to review the current position of disaster management; to establish where emergency management should be in the 21st century in terms of disaster prevention, and to identify significant gaps in knowledge, and required actions and strategies, to reach that position.

Coordination

The *IDNDR- Economic and Social Commission for Asia and the Pacific Regional Meeting for Asia*, Bangkok, Thailand, 23-26 February, brings together IDNDR National Committees and Focal Points and other national or regional collaborators to review and discuss the accomplishments of Asian countries in disaster reduction since the inception of the Decade. The meeting will proceed to outline priority agendas for the 21st century.

The *IDNDR Regional Meeting for Africa*, Nairobi, Kenya now, scheduled for May, will present and review the achievements and experiences of the African countries in disaster reduction since the inception of the Decade and outline agendas for the 21st century, which include the integration of disaster reduction principles and philosophy into their on-going activities.

IDNDR Regional Meetings for the Mediterranean Region, Valencia, Spain, 4-7 May; Naples, Italy, 20-23 October; Tunis, Tunisia, 27-29 May, will review progress and synergies made in the region amongst IDNDR partners since the inception of the Mediterranean Regional Strategy for Disaster Prevention and Vulnerability Reduction in the mid-1990's.

The *IDNDR Regional Meeting for Latin America and the Caribbean* "Towards Effective Disaster Reduction in the 21st Century", Costa Rica, 30 May - 5 June, will review advances made in the region during the Decade and set an agenda for future priorities.

An *International RADIUS Symposium for Seismic Risk Reduction* is scheduled for late 1999 at one of the RADIUS case study cities. The purpose of the Symposium is to present and discuss the results of the RADIUS initiative, such as reports on the nine case studies, the developed manual, the comparative study on the urban seismic risk, and reports on similar efforts in many other cities.

A second *Intergovernmental Expert Meeting on El Niño* is scheduled to take place in Peru during the fall of 1999. This meeting will further the ongoing strategy on El Niño as called for by the United Nations General Assembly resolution 52/200 on International Cooperation to Reduce the Impact of the El Niño, adopted in December 1997.

1999 Financial Requirements

In line with the Action Plan, IDNDR financial requirements for 1998-1999 were circulated to donors in early 1998. Although the IDNDR Secretariat will be concluding its activities in December 1999, the function of disaster reduction is expected to continue as a distinct capacity within in the United Nations system in the 21st century. In this important year of transition, it is vital for the IDNDR Secretariat to continue to encourage technical and scientific cooperation in the field of disaster reduction, as well as an exchange of knowledge between countries for the continued promotion and improvement of disaster reduction strategies throughout. Equally important is continued financial support to carry out crucial activities in 1999, which will provide the basis for continuing disaster reduction mobilization in the future.

1998-1999 IDNDR FINANCIAL REQUIREMENTS

(1999 Outstanding Requirements equal those over and above pledges and contributions received as of 20 January 1999)

No.		1998-1999 Cost US\$	Implementation	1999 Outstanding Requirements
	Major Activity: ADVOCACY			
1	Video/Film (for worldwide distribution) on the usefulness of disaster prevention; Radio Initiatives- broadcasting on major national/international stations	250,000	ongoing	143,000
2	World Disaster Reduction Campaigns in 1998/1999 ; 1998 campaign theme "Disaster Prevention and the Media; Prevention begins with Information"; 1999 campaign theme "Prevention Pays"	650,000	ongoing	300,000
3	World Disaster Reduction Interactive Website (requirements have been downsized)	452,000	ongoing	100,000
4	Support material for campaigns and for United Nations World Disaster Reduction Day events (October of each year)	250,000	ongoing	90,000
5	Exhibits for +/- 10 global conferences and the United Nations Day (see IDNDR Programme) - includes direct management of exhibits and 500 sets of exhibit materials	50,000	ongoing	32,000
6	Publication materials/Conference Leaflets/Pamphlets, including IDNDR's Stop Disasters magazine and IDNDR informs	250,000	ongoing	125,000
	SUB-TOTAL	1,902,000		790,000
	Major Activity: POLICY			
7	Evaluation/Assessment of progress on disaster mitigation in individual countries; National Committee/Focal Point evaluation, Progress Report, and future strategies (institutional, economical, scientific, and societal) (2 years x 225,000)	450,000	ongoing	200,000
8	Implementation and follow-up of the Early Warning conference in Potsdam, Germany including the application of Early Warning improvements in selected countries	180,000	ongoing	135,000
9	RADIUS initiative - earthquake reduction programme in selected cities in developing countries; hazard assessment including grants to country partners	700,000	ongoing	500,000
10	Publication of externally produced authoritative Policy Documents/Information Papers on key aspects of disaster reduction	200,000	cancelled	
11	Special Session on Telecommunications for Disaster Prevention within Intergovernmental Conf on Emergency Communications	64,500	completed	
	SUB-TOTAL	1,594,500		835,000

NOTE: A short descriptive text is available on each of the listed initiatives

1998-1999 IDNDR FINANCIAL REQUIREMENTS

(1999 Outstanding Requirements equal those over and above pledges and contributions received as of 20 January 1999)

No.	1998-1999 Cost US\$	Implementation	1999 Outstanding Requirements
Major Activity: COORDINATION			
12	400,000	ongoing	375,000
El Niño - Implementation of Resolution A/RES/52/200 including two inter-governmental meetings bringing together science, national decision makers and local community interests (one in Peru) (1st meeting= 175,000 ; 2nd meeting= 225,000) Please note only 13,000 US\$ received; IDNDR borrowed 175,000 US\$ for 1st meeting.			
13	300,000	initial stage	100,000
Small Island States Initiative, implementation of Resolution A/RES/51/183, disaster production and sustainable development NOTE: the programme has been scaled down.			
14	300,000	ongoing	
Latin America and Caribbean Unit - regional support for all IDNDR activities; strengthening of interagency cooperation in the region (OAS, PAHO, etc)			
15	165,000	ongoing	90,000
Support to National Committees/Focal Points, NGOs and private sector - guidelines, network building, information exchange, participation in activities			
16	325,000	ongoing	225,000
Regional Conferences/Meetings: to consolidate achievements of the Decade and to develop a regional disaster reduction strategy for the 21st century - Africa, the Americas, Asia			
17			
Ad Hoc Expert Group Meetings:			
	47,500		47,500
(a) United Nations Economic Commissions joint involvement in developing guidelines for regional disaster reduction strategies			
	300,000		
(b) Two Scientific and Technical Committee (STC) meetings (one was held in 1998, the second in Feb. 99)			
			50,000
(c) New needs: STC meeting following Programme Forum			
NOTE: 1) February 99 meeting financed by Australia for all local costs 2) new needs: attendance of members at Programme Forum			
SUB-TOTAL	1,837,500		887,500
Major Activity: CLOSING EVENT			
18	200,000	ongoing	60,000
Research Programme on Disaster Trends in the Twenty-First Century - assessment of research potential requirements, launched and concluded by one meeting each of up to 6 eminent international personalities			
19	1,000,000	July 1999	700,000
Programme Forum, IDNDR's concluding event(s) in Geneva, July 1999			
SUB-TOTAL	1,200,000		760,000
TOTAL	6,534,000		3,272,500

NOTE: activities (ongoing, preparatory and scheduled) all lead to the Programme Forum in 1999

NOTE: 6,534,000 total for 1998-1999 included staff costs of some 1.9 million dollars

Conclusion

OCHA will require a total of US\$ 27.6 million in 1999, as indicated in the consolidated table that appears in the Introduction. This figure is consistent with the biennial cost plan presented to donors earlier².

Many humanitarian organizations are having problems financing their operations. OCHA is no exception. Resources for field coordination units and some projects in the areas of advocacy, information, disaster reduction and disaster response are still far lower than 1999 requirements. Although donors have shown remarkable support to the Office, to the USG's commitment to restructuring and to OCHA activities, both at headquarters and in the field, much remains to be done.

Dependability and promptness are important qualities of voluntary contributions. Timeliness of contributions is key to ensuring secure contracts and appropriate planning for activities, and to avoid borrowing from the unearmarked component of the trust funds.

Earmarked contributions comprise the lion's share of OCHA's funding for field coordination. This results in severe underfunding for some FCUs, which, in turn, leads to understaffed offices, short-term and discontinuous contracts, and loss of valuable staff to organizations offering better terms of employment. In the end, these problems result in an overall deterioration of OCHA's coordination and information-disseminating work, and thus reduce OCHA's effectiveness with humanitarian organizations operating on the ground. In general, then, it is recommended that donors provide more unearmarked resources. That would be the logical corollary to an integrated funding appeal; and the Office would then be able to allocate resources on a priority and emergency basis.

With this goal in mind, OCHA is assessing innovative approaches to fundraising, in consultation with some major donors. A number of options are under consideration and new methods of financing and administering essential activities, particularly at the field level, will be developed during 1999. An option being considered is to change the terms of reference of the Central Emergency Revolving Fund (CERF), so OCHA can have access to the Fund for emergency field coordination needs.

As stated in the foreword, the USG hopes that this publication will form the basis for transparent dialogue with donors, both actual and potential. As this is the first attempt to produce such a complex and comprehensive document on an annual basis, any comments and suggestions on the information provided, and on the scope and format of this appeal, are most welcome.

² The larger shortfall noted in the biennial document, which appears as annex III to this publication, results from the inclusion of this year's repayment of advances provided last year to bridge funding gaps.

ANNEXES

ANNEX I

1999 OCHA PRIORITIES

POLICY

1. Further develop inter-agency coordination in the provision of protection and assistance to IDPs by:
 - Reviewing the division of responsibilities for protection and assistance in all IDP situations, and recommending appropriate adjustments to the IASC;
 - Ensuring that the Field Practices Manual is approved by the IASC and disseminated;
 - Ensuring that the policy paper on the protection of IDPs currently under consideration by the IASC is approved and disseminated.
2. Further develop the promotion of a principled approach to the coordination and delivery of humanitarian assistance by:
 - Producing a model for the "Principles of Engagement" to be negotiated where called for with the authorities in areas of operation.
3. Promote the participation of African institutions in the development of policy on humanitarian issues by:
 - Organizing three workshops in regional centers in Africa during 1999 with specific recommendations for resulting follow-up action.
4. Take further measures to improve the security of humanitarian workers by:
 - Assisting UNSECOORD to establish a system for reliable funding and equipping of field security staff, including by use of the CERF;
 - Promoting the formulation of an additional Protocol to the 1994 Convention on the Security of United Nations Staff and Associated Personnel, in order to cover all situations in which humanitarian personnel operate;
5. Promote understanding of the challenges posed by natural disasters in the modern era by:
 - Producing a policy document which analyses the threat posed by a new generation of natural disasters and examines possible options for mitigation and response.
6. Coordinate the production of major policy documents for ECOSOC and the Security Council, specifically:
 - The Secretary-General's Report to the Security Council on the Protection of Civilians in Conflict, as requested on 12 February 1999;
 - The Secretary-General's Report to the Humanitarian Segment of ECOSOC.

ADVOCACY

7. Promote (a) awareness of the rights of civilians in conflict; (b) signature, ratification and implementation of the Statute of the International Criminal Court, the Ottawa Treaty on Anti-Personnel Mines, the Convention on the Security of United Nations and Associated Personnel and adherence to the Tampere Convention by:
 - Designing and implementing campaigns to influence Governments and legislatures.
8. Carry out an evaluation of the impact of OCHA's advocacy efforts with the Security Council.

COUNTRY-SPECIFIC COMPLEX EMERGENCIES

9. It is expected that priority attention during 1999 will have to be given to emergencies in Sudan, DPRK, West Africa, Afghanistan and Angola.
10. Identify the elements required to form guidelines to ensure a more consistent approach by OCHA to emergency response.

IDNDR

11. Obtain agreement for a satisfactory future institutional arrangement for disaster reduction after IDNDR.

FIELD-LEVEL COORDINATION

12. Further strengthen field-level coordination by:
- Establishing a roster of field coordination support staff, which would be linked to the rotation system to be developed for field staff;
 - Identifying 10 – 12 potential Humanitarian Coordinators and ensure that they participate in the Turin Exercise on the Competency Assessment for Resident Coordinators.
13. Improving accountability for and of Humanitarian Coordinators and Resident Coordinators by:
- Reaching a clear understanding with UNDP to ensure OCHA's views are taken into account in the RC selection process in the 27 countries of particular interest to OCHA;
 - Establish a performance evaluation system for Humanitarian Coordinators.
14. Promote understanding of the ERC's role in natural disasters and available tools (e.g. UNDAC) through:
- Greater participation in UNDP training and Resident Coordinators' meetings;
 - Establishing a system with UNDP that will allow for the automatic deployment of UNDAC teams when natural disasters occur that require their presence.

DONOR RELATIONS

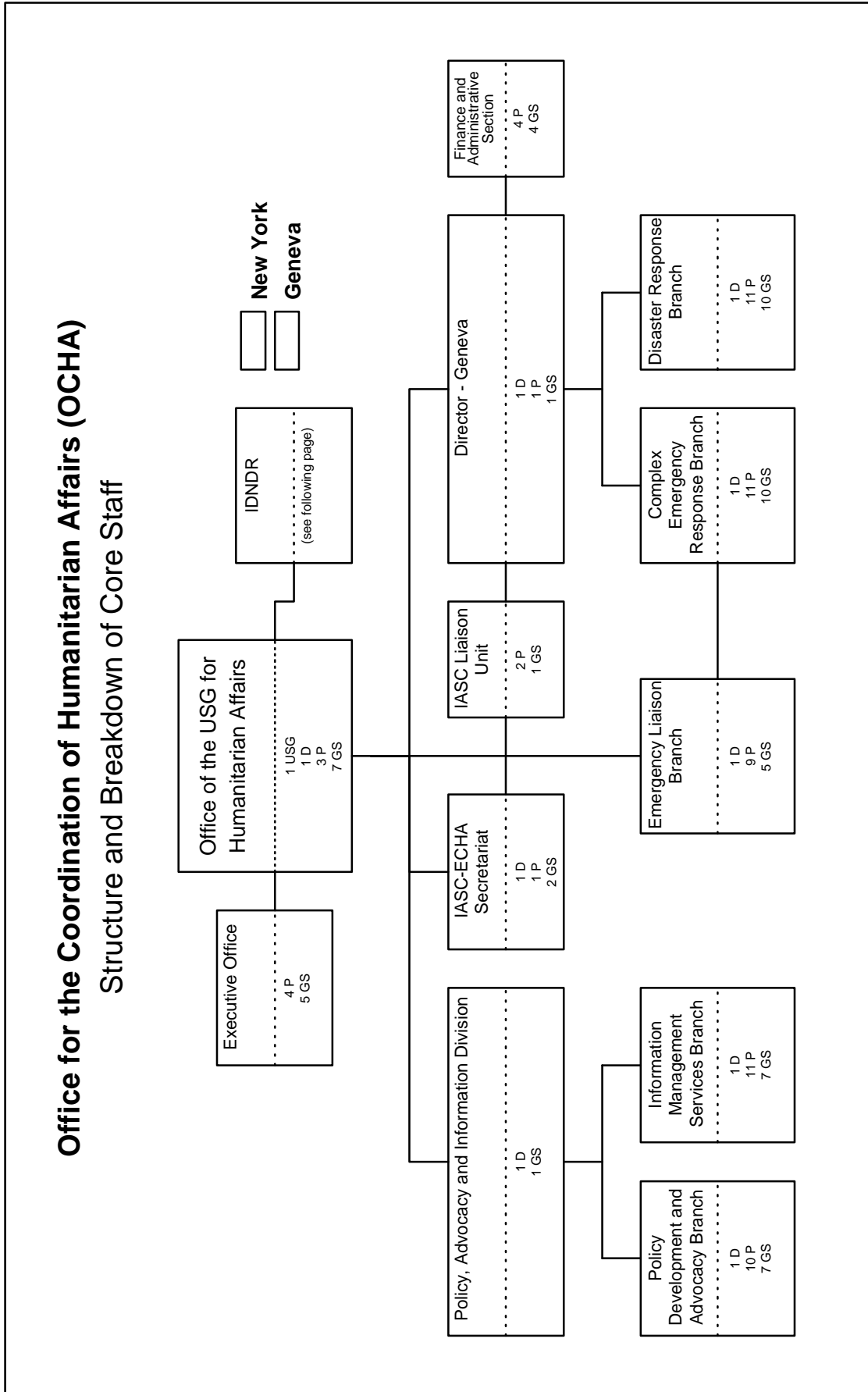
15. Enhance OCHA's support to system-wide fund-raising capacity and OCHA's financial stability by:
- Launching the 2000 CAPs, which will show improvement from 1999 in the areas of evaluation, prioritization and strategic planning, by 1 December;
 - Secure reliable funding for OCHA activities and staffing;
 - Establish an efficient, user-friendly OCHA financial information system.

OCHA MANAGEMENT

16. Consolidate efficient human resources management in OCHA by:
- Developing a system of staff selection, appointment, evaluation and rotation that will ensure rapid filling of all vacancies with appropriately qualified staff;
 - Developing and launching a system for training of OCHA staff, both at headquarters and in the field;
 - Agree with the United Nations Department of Administration and Management on a system for secondments.
17. Put into action the agreement with the Department of Administration and Management on the delegation of authority achieved in the areas of recruitment, finance and procurement.
18. Improve the capacity and reliability of information exchange in OCHA by:
- Ensuring the computer/communication network within and between New York and Geneva is reliable;
 - Ensuring reliable technical means of communication with Humanitarian Coordinators;
 - Purchasing the necessary communications equipment for staff departing on mission.

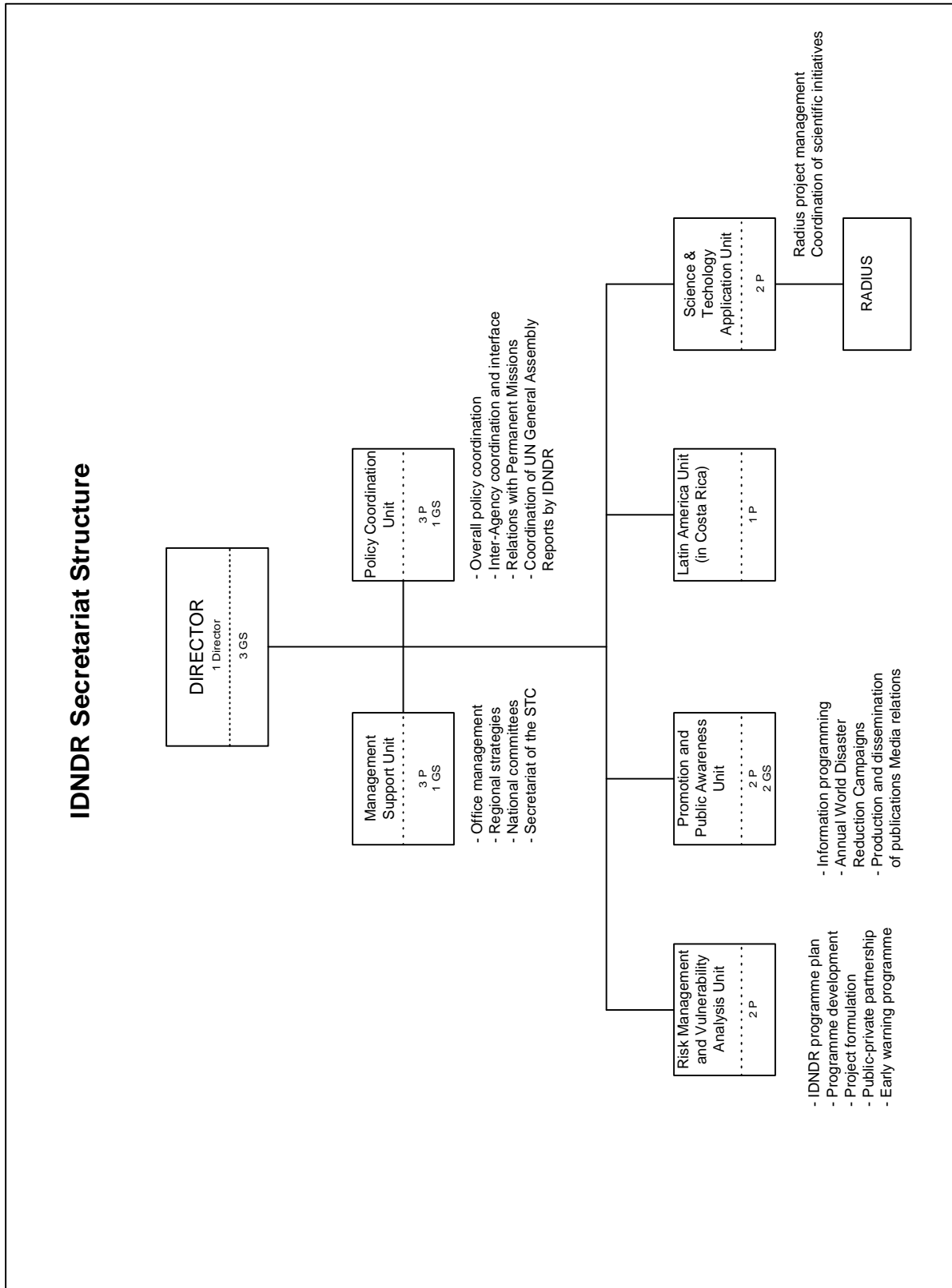
ANNEX II(a)

ORGANIGRAMMES



ANNEX II(b)

ORGANIGRAMMES



ANNEX III(a)

BIENNIUM 1998-1999. BIENNIAL BUDGET AND FINANCIAL STRUCTURE

STATUS OF FUNDING FOR EXTRABUDGETARY CORE ACTIVITIES AND PROJECTS

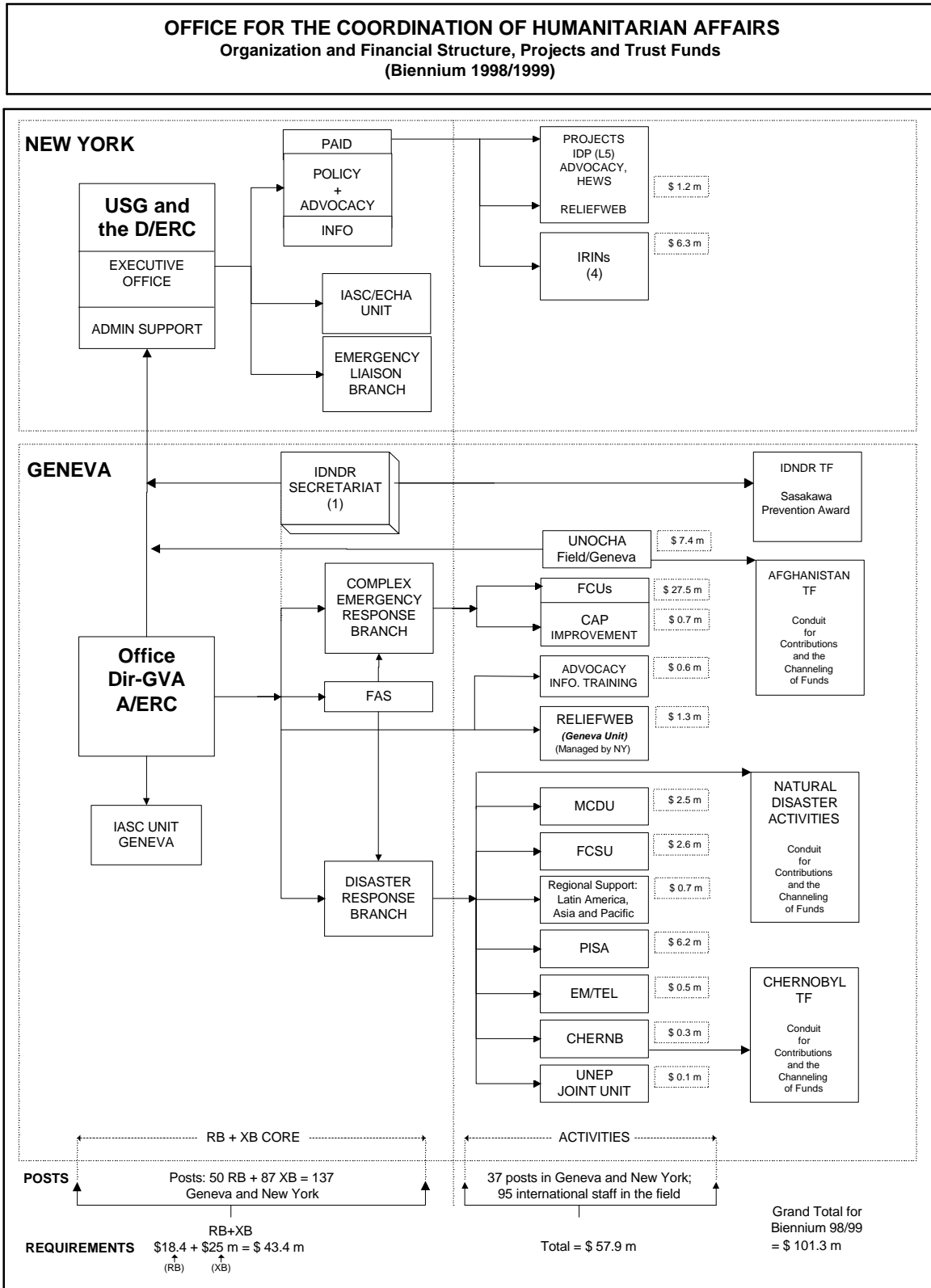
(in thousands of US\$, as of 3 February 1999)

Programme/ Activities	Total estimated requirements 1998-1999	Funds available 1/	Shortfall	Needs Covered in percent
A. Core activities				
New York and Geneva	25,000.0	20,780.0	(4,220.0)	83.1
B. IDNDR Secretariat	6,534.0	3,261.5	(3,272.5)	49.9
C. Projects administered by OCHA New York				
<u>1. New York-based</u>				
(i) Internal Displaced Persons	199.9	199.9	0.0	100.0
(ii) Liberia Audio-Visual Documentary	127.6	127.6	0.0	100.0
(iii) Advocacy and Public Information	455.2	0.0	(455.2)	0.0
(iv) ReliefWeb (HEWS)	400.0	400.0	0.0	100.0
Sub-total (c. 1)	1,182.7	727.5	(455.2)	61.5
<u>2. Field</u>				
Integrated Regional Information Networks (IRINs)				
Sub-total (c. 2)	6,342.0	2,482.7	(3,859.3)	39.1
D. Projects administered by OCHA Geneva				
<u>1. Geneva-based</u>				
(i) CAP Improvement	679.5	152.0	(527.5)	22.4
(ii) Relief Web Antenna	1,309.5	962.6	(346.9)	73.5
(iii) MCDU	2,480.0	2,074.4	(405.6)	83.6
(iv) FCSU	2,556.8	2,530.6	(26.2)	99.0
(v) Emergency Telecommunications	514.4	436.6	(77.8)	84.9
(vi) Chernobyl	279.0	125.2	(153.8)	44.9
(vii) UNEP/OCHA Joint Unit	83.4	37.5	(45.9)	45.0
(viii) Advocacy and Public Information	160.5	0.0	(160.5)	0.0
(ix) Training Programme	424.3	0.0	(424.3)	0.0
(x) DRB workshops	130.0	36.0	(94.0)	27.7
Sub-total (d.1)	8,617.4	6,354.9	(2,262.5)	73.7
<u>2. Field</u>				
(i) UNOCHA	7,400.0	7,400.0	0.0	100.0
(ii) Field Coordination Units	27,509.9	15,091.0	(12,418.9)	54.9
(iii) Pisa Warehouse	6,230.8	4,445.2	(1,785.6)	71.3
(iv) Regional Support Latin America/Pacific	700.0	0.0	(700.0)	0.0
Sub-total (d.2)	41,840.7	26,936.2	(14,904.5)	64.4
TOTAL	89,516.8	60,542.8	(28,974.0)	67.6

1/= Funds available include carry overs (1/1/98) plus contributions January 1998 - January 1999.

ANNEX III(b)

BIENNIUM 1998-1999. BIENNIAL BUDGET AND FINANCIAL STRUCTURE



(1) IDNDR is a core activity, approved by the GA for 10 years to 12/99. It is thus shown in the core column but the costs of the 21 posts and other requirements for IDNDR for the 1998/1999 biennium (some \$ 6.5 m) are not included in the calculations above.

ANNEX IV

1999 REGULAR BUDGET AND EXTRABUDGETARY FUNDING OF CORE ACTIVITIES

	RB
Staff Costs	5,278,900
Non-Staff Costs	3,573,200
Total	8,852,100

	XB
Staff Costs	8,604,200
Non-Staff Costs	4,063,000
Total	12,667,200

ANNEX V(a)

1999 TOTAL EXTRABUDGETARY FUNDING REQUIREMENTS

	Staff Costs (US\$)	Non-Staff Costs (US\$)	Total (US\$)	Cash Resources (US\$)	Net Requirements (US\$)
CORE ACTIVITIES AND POLICY, ADVOCACY AND INFORMATION PROJECTS					
Office of the Under-Secretary General and Emergency Relief Coordinator - New York	445,500	28,600	474,100		
IASC/ECHA Secretariat - New York	212,500	54,700	267,200		
Executive Office - New York	312,400	35,100	347,500		
Common Costs - New York	168,500	100,000	268,500		
Office of Director, Assistant ERC - Geneva	211,300	17,100	228,400		
IASC Liaison Unit-Geneva	152,300	19,800	172,100		
FAS - Geneva	674,200	70,000	744,200		
Common Costs - Geneva	75,700	1,707,600	1,783,300		
PDAB - New York	1,191,000	568,800	1,759,800		
IMSB - New York	1,053,200	614,200	1,667,400		
ELB-New York	297,100	418,900	716,000		
CERB-Geneva	2,203,800	257,200	2,461,000		
DRB - Geneva	1,606,700	171,000	1,777,700		
Sub-total	8,604,200	4,063,000	12,667,200		
Training Project-Geneva	125,500	298,800	424,300		
Advocacy Project - Geneva	0	160,500	160,500		
Liberia Audio-Visual Project - New York	112,900	14,700	127,600	(127,600) *	
IDPs Project - New York	141,500	58,400	199,900	(199,900) *	
Advocacy Project - New York	275,400	179,800	455,200		
IRIN - Central and East Africa	630,400	456,800	1,087,200	(450,000) *	
IRIN - West Africa	657,300	440,300	1,097,600	(200,000) *	
IRIN - South Africa	245,200	236,300	481,500	(100,000) *	
IRIN - Caucasus, Central Asia and Southern Balkans	566,300	445,400	1,011,700		
RELIEFWEB	687,700	451,300	1,139,000	(739,700) *	
Sub-total	3,442,200	2,742,300	6,184,500		
Total	12,046,400	6,805,300	18,851,700	9,782,200	9,069,500
FIELD COORDINATION UNITS AND CAP STRENGTHENING INITIATIVES					
CAP Strengthening Initiatives	0	395,500	395,500	0	395,500
Angola	3,258,200	2,138,000	5,396,200	3,695,200	1,701,000
Office of the Humanitarian Advisor for the Great Lakes Region	526,400	228,700	755,100	63,400	691,700
Burundi	540,100	187,200	727,300	214,800	512,500

* Earmarked out of the available resources of US\$ 9,782,200.

ANNEX V(b)

1999 TOTAL EXTRABUDGETARY FUNDING REQUIREMENTS

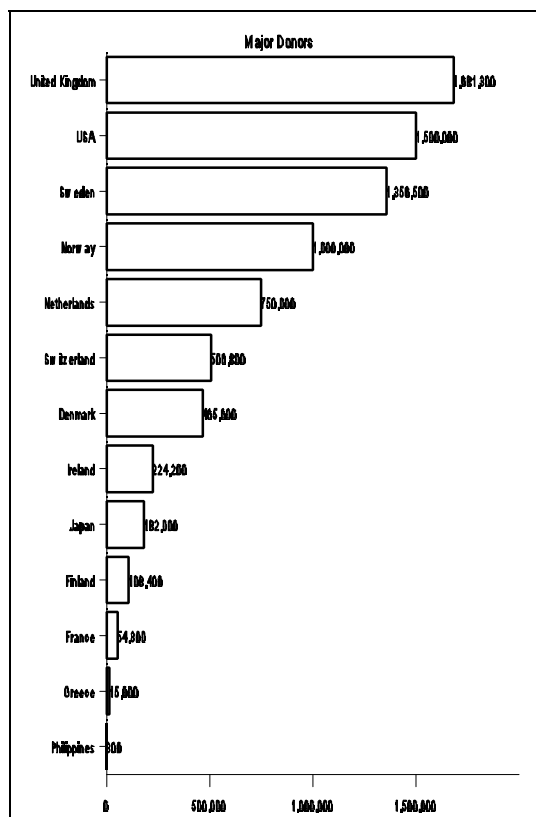
	Staff Costs (US\$)	Non-Staff Costs (US\$)	Total (US\$)	Cash Resources (US\$)	Net Requirements (US\$)
FIELD COORDINATION UNITS AND CAP STRENGTHENING INITIATIVES (continued)					
DRC	421,600	211,400	633,000	441,200	191,800
Republic of the Congo	147,100	225,900	373,000	0	373,000
Rwanda	587,200	401,000	988,200	126,000	862,200
Uganda	283,100	158,300	441,400	42,300	399,100
Eritrea	261,400	72,700	334,100	0	334,100
Ethiopia (Liaison Office)	174,800	103,100	277,900	0	277,900
Guinea Bissau	457,000	179,600	636,600	19,400	617,200
Sierra Leone	516,800	236,000	752,800	513,000	239,800
Somalia	264,100	184,100	448,200	0	448,200
Sudan	1,014,300	507,700	1,522,000	389,600	1,132,400
Bosnia and Herzegovina, Croatia, Federal Republic of Yugoslavia, former Yugoslav Republic of Macedonia	280,000	148,300	428,300	23,000	405,300
The Russian Federation	188,000	130,800	318,800	0	318,800
Armenia	34,500	47,400	81,900	0	81,900
Azerbaijan	82,000	123,300	205,300	0	205,300
Georgia	264,400	170,200	434,600	7,300	427,300
Tajikistan	246,000	165,400	411,400	117,600	293,800
DPRK	268,900	133,300	402,200	0	402,200
Total	9,815,900	6,147,900	15,963,800	5,652,800	10,311,000
UNOCHA AFGHANISTAN	2,382,000	1,238,000	3,620,000	3,620,000	0
DISASTER RESPONSE BRANCH PROJECTS					
Regional Disaster Response Coordination Units	456,000	183,600	639,600	0	639,600
Workshop/Lessons Learnt Exercises	0	130,000	130,000	36,000	94,000
Chernobyl Desk	104,600	49,200	153,800	0	153,800
OCHA/UNEP Joint Unit	0	72,200	72,200	26,300	45,900
FCSU	707,200	833,200	1,540,400	908,500	631,900
MCDU	891,300	767,300	1,658,600	956,800	701,800
Emergency Telecommunication Project	162,100	207,500	369,600	79,000	290,600
LTU/Pisa Warehouse	685,600	3,032,700	3,718,300	1,339,300	2,379,000
Total	3,006,800	5,275,700	8,282,500	3,345,900	4,936,600
IDNDR	NA	NA	NA	NA	3,272,500
GRAND TOTAL	27,251,100*	19,466,900*	46,718,000*	22,400,900*	27,589,600

* not including IDNDR

ANNEX VI

1998 CONTRIBUTIONS FOR CORE ACTIVITIES AND HEADQUARTERS PROJECTS

Donors	Income (US\$)	Percentage of Total Funding
United Kingdom	1,681,300	21.4
USA	1,500,000	19.1
Sweden	1,356,500	17.3
Norway	1,000,000	12.7
Netherlands	750,000	9.6
Switzerland	506,800	6.5
Denmark	465,600	5.9
Ireland	224,200	2.9
Japan	182,000	2.3
Finland	108,400	1.4
France	54,300	0.7
Greece	15,000	0.2
Philippines	300	0.0
TOTAL	7,844,400	100.0



1998 Contributions for Projects at Headquarters*

Project	Donor	Amount (in US\$)
Reliefweb	ECHO	56,000
Reliefweb	USA	500,000
Remaps	USA	200,000
GDIN	USA	100,000
HEWS	USA	100,000

* Contributions to IRIN are included in annex VII

ANNEX VII(a)

1998 CONTRIBUTIONS FOR FIELD COORDINATION UNITS, IRINs and CAP STRENGTHENING (Income Received or Pledged)

Office for the Coordination of Humanitarian Affairs - Field Coordination Units, IRINs and CAP Strengthening 1998 Summary of Contributions and Pledges																	
DONORS	Albanian	Angola	Caucasus	DPR Korea	Former Yugoslavia	Great Lakes Basin and Central Africa ¹ IRIN-CEA	Guinea Bissau	Kosovo	Liberia (IRIN West Africa)	Sierra Leone Fish Appeal	Sierra Leone	Sudan	Tajikistan	IRIN South Africa	CAP Strengthening Initiatives	ReliefWeb	TOTAL (US\$)
Australia												127,000					127,000
Bolivia										10,000							10,000
Canada	301,019					138,466						246,124					685,629
Cyprus	2,000				3,000	4,998			4,000								13,998
Denmark			94,400			210,700	94,900	40,000	200,000			156,472	50,000				846,472
Greece		20,000						20,000			20,000						60,000
Italy		117,842															117,842
Liechtenstein				13,245		13,245						13,245					39,735
Netherlands		1,224,875	130,000			247,046		29,700						158,697			1,790,318
Norway		1,751,656			30,327							1,000					1,781,963
Philippines						1,000											2,000
South Africa	100,000					100,000											200,000
Sweden		1,196,084	123,457	252,160	109,043	1,285,348	61,463		315,028	63,593	63,012	148,928					3,618,116
Switzerland			68,493										29,801		347,062		446,356
Turkey				30,000													30,000
United Kingdom		1,019,560				418,400					169,770	574,795					2,182,545
USA		1,300,000	204,003			837,821	180,000		200,000	100,000	250,000			100,000		500,000	3,671,824
EC-ECHO																56,000	56,000
Women's Club of Nyron																	1,654
Various *	4,359,000																4,359,000
TOTAL	4,359,000	7,833,036	622,007	295,405	142,370	3,257,044	336,363	89,700	719,028	163,593	512,782	1,267,564	79,001	258,697	347,062	556,000	20,039,452

* The following is a detailed breakdown of US\$ 14,931,460 contributions received by UNOCHA in response to both coordination and immediate action programmes. The exact breakdown of allocation of these funds by programme is not available.

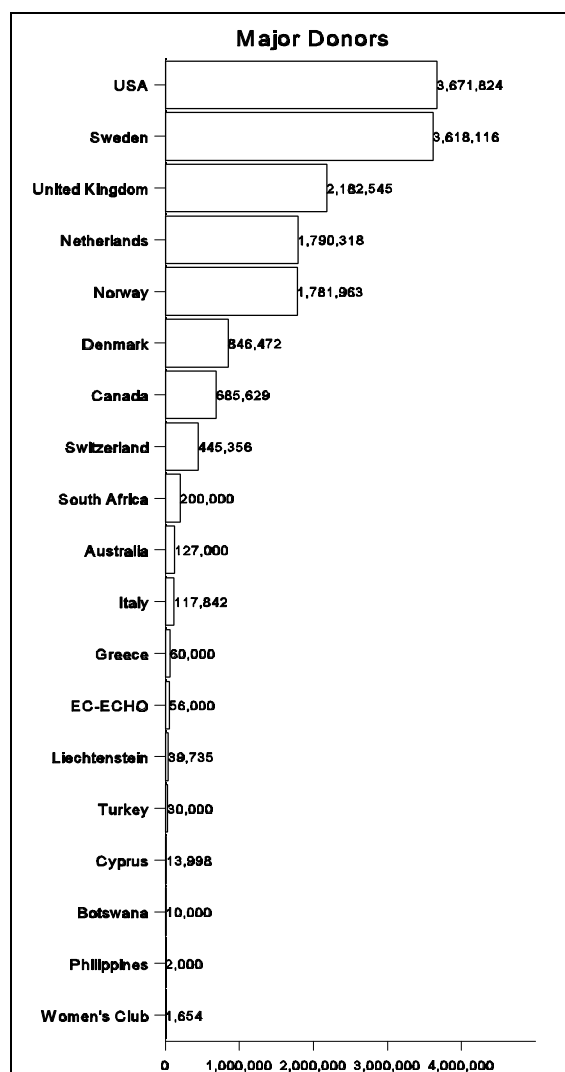
Australia	336,550	Germany	2,373,000	Norway	1,439,273	Switzerland	135,135	Private (Japanese school)	268
Canada	875,509	Japan	210,000	Saudi Arabia	250,000	United Kingdom	5,353,600		
Denmark	729,639	Netherlands	494,315	Sweden	1,235,371	USA	1,500,000		

ANNEX VII(b)

1998 CONTRIBUTIONS FOR FIELD COORDINATION UNITS, IRINs AND CAP STRENGTHENING

(Income Received or Pledged)

Donors	Income (US\$)	Percentage of Total Funding
USA	3,671,824	18.3
Sweden	3,618,116	18.1
United Kingdom	2,182,545	10.9
Netherlands	1,790,318	8.9
Norway	1,781,963	8.9
Denmark	846,472	4.2
Canada	685,629	3.4
Switzerland	445,356	2.2
South Africa	200,000	1.0
Australia	127,000	0.6
Italy	117,842	0.6
Greece	60,000	0.3
EC-ECHO	56,000	0.3
Liechtenstein	39,735	0.2
Turkey	30,000	0.2
Cyprus	13,998	0.1
Botswana	10,000	0.0
Philippines	2,000	0.0
Private	1,654	0.0
Various *	4,359,000	21.8
TOTAL	20,039,452	100.0



* Contributions received by UNOCHA in response to both coordination and mine action programmes. For details, please refer to the summary of contributions by donor shown on the page above

ANNEX VIII(a)

1998 CONTRIBUTIONS FOR DISASTER RESPONSE

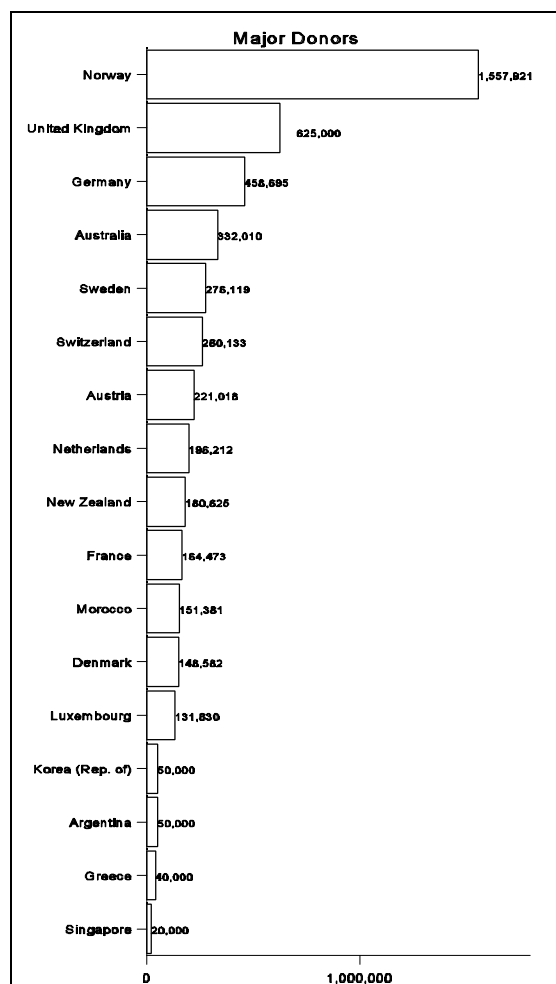
CONTRIBUTIONS FOR DRB PROJECTS

Project	Donor	Amount (in US\$)
FCSU	Austria	9,900
FCSU	Denmark	200,000
FCSU	Finland	2,000
FCSU	Norway	2,000
FCSU	Sweden	150,000
FCSU	Switzerland	270,300
FCSU	USA	100,000
MCDU	Austria	159,700
MCDU	Denmark	200,000
MCDU	France	133,600
MCDU	Slovakia	5,000
MCDU	Sweden	150,000
MCDU	USA	150,000
LTU/Pisa Warehouse	Italy	4,288,400
LTU/Pisa Warehouse	Japan	18,500
LTU/Pisa Warehouse	Luxembourg	55,000
LTU/Pisa Warehouse	Norway	79,800
Emergency Telecomm.	Switzerland	70,000

ANNEX VIII(b)

1998 CONTRIBUTIONS FOR DISASTER RESPONSE CONTRIBUTIONS CHANNLED THROUGH OCHA RELATED TO NATURAL AND SUDDEN ONSET DISASTERS

Donors	Income (US\$)	Percentage of Total Funding
Norway	1,557,921	32.0
United Kingdom	625,000	12.9
Germany	458,695	9.4
Australia	332,010	6.8
Sweden	276,119	5.7
Switzerland	260,133	5.4
Austria	221,018	4.6
Netherlands	196,212	4.0
New Zealand	180,625	3.7
France	164,473	3.4
Morocco	151,381	3.1
Denmark	148,582	3.1
Luxembourg	131,630	2.7
Korea (Republic of)	50,000	1.0
Argentina	50,000	1.0
Greece	40,000	0.8
Singapore	20,000	0.4
TOTAL	4,863,799	100.0



ANNEX IX

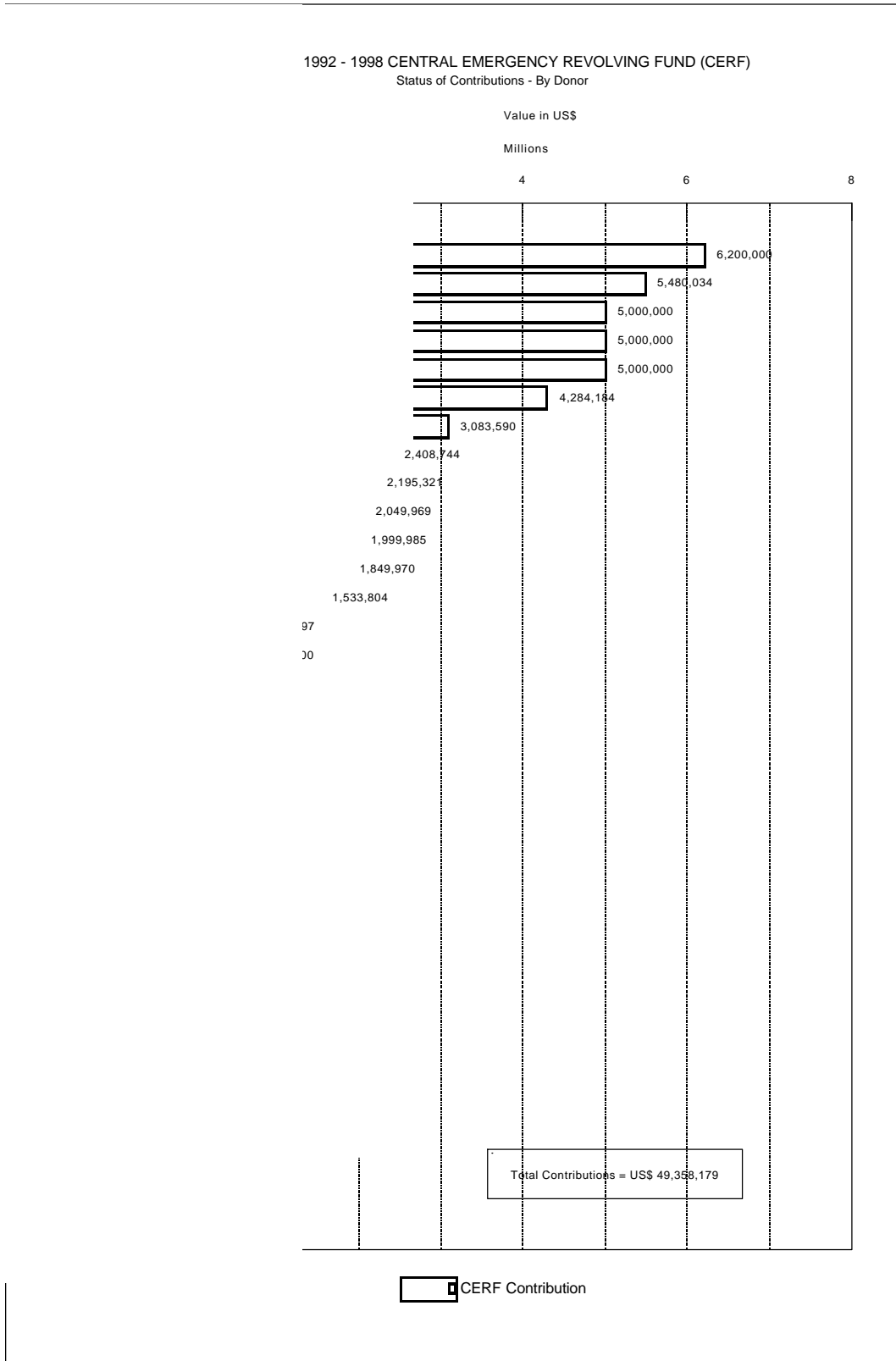
1998 DISTRIBUTION OF PRE-POSITIONED FUNDS FOR DISASTER RELIEF

Donor: Norway		
Affected Country	Type of Disaster	Granted (in US\$)
Afghanistan	Earthquake	50,000
Peru	Floods El Niño	15,000
Peru	Floods El Niño	15,000
Tonga	Tropical Cyclone	15,000
Guyana	Drought	20,000
Vanuatu	Cyclone Zuman	15,000 (65 refunded)
Uruguay	Floods	20,000
Kyrgyzstan	Floods	20,000
China	Floods	50,000
Ecuador	Earthquake	15,000
Bangladesh	Floods	50,000
Vietnam	Drought	30,000
Cuba	Drought	30,000
Fiji	Drought	20,000
Dominican Republic	Hurricane Georges	30,000
Haiti	Hurricane Georges	20,000
Sudan	Floods	25,000
Total		440,000
Refunded		65

Donor: Italy		
Affected Country	Type of Disaster	Granted (in US\$)
Papua New Guinea	Drought/Frost	30,000 (refunded)
Peru	Floods El Niño	30,000
Guyana	Drought	50,000
Afghanistan	Earthquake	100,000
Tajikistan	Floods	20,000
Bolivia	Earthquake	50,000
Honduras	Drought	10,400
China	Snowstorm Tibet	100,000
Bangladesh	Floods	40,000
China	Floods	180,000
Mexico	Floods Chiapas	30,000
Total		640,400
Refunded		30,000

ANNEX X(a)

STATUS OF FUNDING OF THE CENTRAL EMERGENCY REVOLVING FUND AND USE BY DHA/OCHA



ANNEX X(b)

STATUS OF FUNDING OF THE CENTRAL EMERGENCY REVOLVING FUND AND USE BY DHA/OCHA

SUMMARY STATUS OF FUNDING OF THE CERF

(in US\$, as of 31 December 1998)

Advances	132,694,260
Refunds and interest earned	(132,158,548)
Contributions received	(49,358,179)
Fund Balance	48,822,503

DHA/OCHA USE OF THE CERF 1992-1998

(in US\$)

Emergency	Year	Amount received	Amount repaid
Angola	95	480,600	480,600
Rwanda	95 (July)	100,000	100,000
Rwanda	95 (August)	100,000	100,000
Burundi	95	110,000	110,000
Great Lakes	95	200,000	200,000
West Africa	95	1,763,660	1,763,660
Rwanda	96	50,000	50,000
Sudan	97	300,000	300,000
DPRK	98	360,000	142,905

ANNEX XI

NOTE ON BUDGET TERMINOLOGY

Costs

Staff costs include salaries, common staff costs (social security benefits, health insurance, etc.), general temporary assistance (replacement for sick and maternity leave, assistance in peak periods), as well as overtime of general service staff in peak periods

Non staff costs include, as most relevant components, travels, consultancies, costs related to premises, data processing, furniture and equipment, communications

Funds and Special Accounts

Trust Fund for Strengthening the Office of the Coordinator (DD)

This trust fund was established in 1974 in pursuance of General Assembly resolution 3243. Voluntary contributions to the fund enable OCHA to cover its core needs, related to both staff and non staff costs, at headquarters for the part that is not funded from regular budget allocations. The fund is subject to 13 percent programme support costs.

Trust Fund for Disaster Relief (DC)

DC was established by General Assembly resolutions 2816 and 3532, by which it receives earmarked and unearmarked contributions for disaster relief assistance. The overall objective of the fund is to fund relief coordination activities and supplement the initial emergency grant that OCHA can make available once funds are exhausted from the regular budget. The fund is vital in enabling OCHA to cover relief needs as an advance when the response of the international donor community is slow. The earmarked component of the fund is divided in separate sub-accounts for specific affected countries or objectives. Donors which make earmarked contributions facilitate the ERC in ensuring the implementation of concerted humanitarian programmes in given areas. The fund is subject to 3 percent programme support costs.

Special Account for Programme Support (OD)

The account is financed from the programme support income earned against disbursements under OCHA trust funds. The costs levied range from 3 to 13 percent depending on the type of activity and trust fund. The resulting income is shared between backstopping and substantive administrative activities and common services provided by the United Nations in support of OCHA extrabudgetary activities.

Trust Fund for IDNDR

Pursuant to General Assembly resolution 44/236, the IDNDR trust fund was established by the Secretary-General of the United Nations in order to ensure financial support for the implementation of the Decade, in particular the activities of the IDNDR secretariat which is headquartered in Geneva. The Director of the IDNDR secretariat is the programme manager for the trust fund, which is maintained in UNOG.

Afghanistan Trust Funds

The Secretary-General established the Afghanistan Emergency Trust Fund (AETF) in June 1988, with the exclusive purpose to channel funds received from donors towards humanitarian activities in Afghanistan. The establishment of the AETF came as a result of the resolution of the Advisory Committee on Administrative and Budgetary Questions AC/930 of 10 May 1988, which established the United Nations Office of the Coordinator for Humanitarian and Economic Assistance Programmes relating to Afghanistan (UNOCHA). UNOCHA evolved then into the United Nations Office for the Coordination of Humanitarian Assistance to Afghanistan (UNOCHA), which retains the management responsibility of the AETF through the UNOG. Donor funds are received by the AETF in four categories: earmarked for agencies (AW funds), earmarked for substantive activities (AX funds), Coordination Office (AY funds) and unearmarked (AZ funds). Programme support under trust fund rules is levied at different percentages for each category.

Central Emergency Revolving Fund (CERF)

The CERF was established pursuant to General Assembly resolution 46/182 as a revolving cash-flow mechanism to ensure the provision of adequate resources to United Nations humanitarian Agencies in the initial phase of emergencies that require a system-wide response. In addition, in its resolution 48/57, the General Assembly provided for the use of the interest earned by the fund to enhance rapid response coordination where insufficient capacity exists at the field level. However, the current rules of the Fund, which is managed by the USG for Humanitarian Affairs under the authority of the Secretary-General, restrict the use of these resources, as CERF loans cannot be used for established field offices that are beyond the immediate phase of an emergency. Furthermore, United Nations Agencies borrowing resources from the fund must reimburse the amount loaned within a short timeframe, not exceeding one year. Discussions are underway on a plan to modify the rules of CERF, in order to revitalize its use.

ANNEX XII

ABBREVIATIONS AND ACRONYMS

AERU	Advocacy and External Relations Unit (OCHA)
AETF	Afghanistan Emergency Trust Fund
CAP	Consolidated Appeal Process
CEA	Central and Eastern Africa
CER-B	Complex Emergency Response Branch
CERF	Central Emergency Revolving Fund
CIMIC	Civil Military Co-operation
CNN	Cable News Network
DC	Trust Fund for Disaster Relief (OCHA)
DD	Trust Fund for Strengthening the Office of the Coordinator (OCHA)
DHA	Department of Humanitarian Affairs (UN)
DPA	Department of Political Affairs (UN)
DPKO	Department of Peace-Keeping Operations (UN)
DPRK	Democratic People's Republic of Korea
DRB	Disaster Response Branch (OCHA)
DRC	Democratic Republic of the Congo
ECA	Economic Commission for Africa
ECHA	Executive Committee on Humanitarian Affairs
ECHO	European Community Humanitarian Office
ECOMOG	ECOWAS Cease-fire Monitoring Group
ECOSOC	Economic and Social Council (UN)
ECOWAS	Economic Community of West African States
ELB	Emergency Liaison Branch (OCHA)
ERC	Emergency Relief Coordinator
ERF	Emergency Response Fund
FAO	Food and Agriculture Organization
FAS	Finance and Administrative Section (OCHA)
FCSU	Field Coordination Support Unit (OCHA)
FCU	Field Coordination Unit
FDRC	Flood Damage Rehabilitation Committee
GIS	Geographical Information System
GMT	Greenwich Mean Time
HACU	Humanitarian Assistance Coordination Unit
HCU	Humanitarian Coordination Unit
HEWS	Humanitarian Early Warning System
HLWG	Humanitarian Liaison Working Group
IAU	Information Analysis Unit (OCHA)
IASC	Inter-Agency Standing Committee
ICRC	International Committee of the Red Cross
ICVA	International Council of Voluntary Agencies
IDNDR	International Decade for Natural Disaster Reduction
IDP	Internally Displaced Person
IERC	International Emergency Response Consultative Mechanism
IFRC	International Federation of Red Cross and Red Crescent Societies
IGAD	Inter-Governmental Authority on Development
IMSB	Information Management Services Branch (OCHA)
INSARAG	International Search and Rescue Advisory Group
IOM	International Organization for Migration
IRIN	Integrated Regional Information Network
ISARR	International Search and Rescue Response
ITU	International Telecommunication Union (UN)

ITU	Information Technology Unit (OCHA)
MCDA	Military and Civil Defence Assets
MCDU	Military and Civil Defence Unit (OCHA)
NATO	North Atlantic Treaty Organization
NCRRR	National Commission for Reconstruction, Resettlement and Rehabilitation
NGO	Non-Governmental Organization
OAS	Organization of American States
OAU	Organization for African Unity
OCHA	Office for the Coordination of Humanitarian Affairs
OD	Special Account for Programme Support (OCHA)
OHCHR	Office of the High Commissioner for Human Rights
OHRM	Office of Human Resources Management (UN)
OLS	Operation Lifeline Sudan (UN)
OSCE	Organization for Security and Cooperation in Europe
OSOCC	On-Site Operations Coordination Centre
PAHO	Pan American Health Organization
PAID	Policy, Analysis and Information Division (OCHA)
PAROS	'Beacon' Vulnerability Assessment System
PDAB	Policy Development and Advocacy Branch (OCHA)
PDU	Policy Development Unit (OCHA)
RADIUS	Risk Assessment Tools for Diagnosis of Urban Areas against Seismic Disasters
RB	Regular Budget
SA	Southern Africa
SACB	Somalia Aid Coordination Body
SADC	Southern Africa Development Commission
SCHR	Steering Committee for Humanitarian Response
SIDA	Swedish International Development Cooperation Agency
STC	Scientific and Technical Committee
UCAH	Unidade de Coordenação para Assistência Humanitária
UNCERO	United Nations Coordinator for Relief and Emergency Operations in Sudan
UNCT	United Nations Country Team
UNCU	United Nations Coordination Unit
UNDAC	United Nations Disaster Assessment and Coordination
UNDAF	United Nations Development Assistance Framework
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNFIP	United Nations Fund for International Partnership
UNHCR	United Nations High Commissioner for Refugees
UNHCU	United Nations Humanitarian Coordination Unit
UNICEF	United Nations Children's Fund
UNMOT	United Nations Mission of Observers in Tajikistan
UNOCHA	United Nations Office for the Coordination of Humanitarian Assistance to Afghanistan
UNOG	United Nations Office at Geneva
UNOMIG	United Nations Observer Mission in Georgia
UNOMSIL	United Nations Observer Mission in Sierra Leone
UNSECOORD	United Nations Security Coordinator
UNV	United Nations Volunteers
USA	United States of America
USAID	United States Agency for International Development
USG	Under-Secretary-General
VCC	Virtual Crisis Centre
WA	West Africa
WFP	World Food Programme
WHO	World Health Organization
WG	Working Group
XB	Extrabudgetary