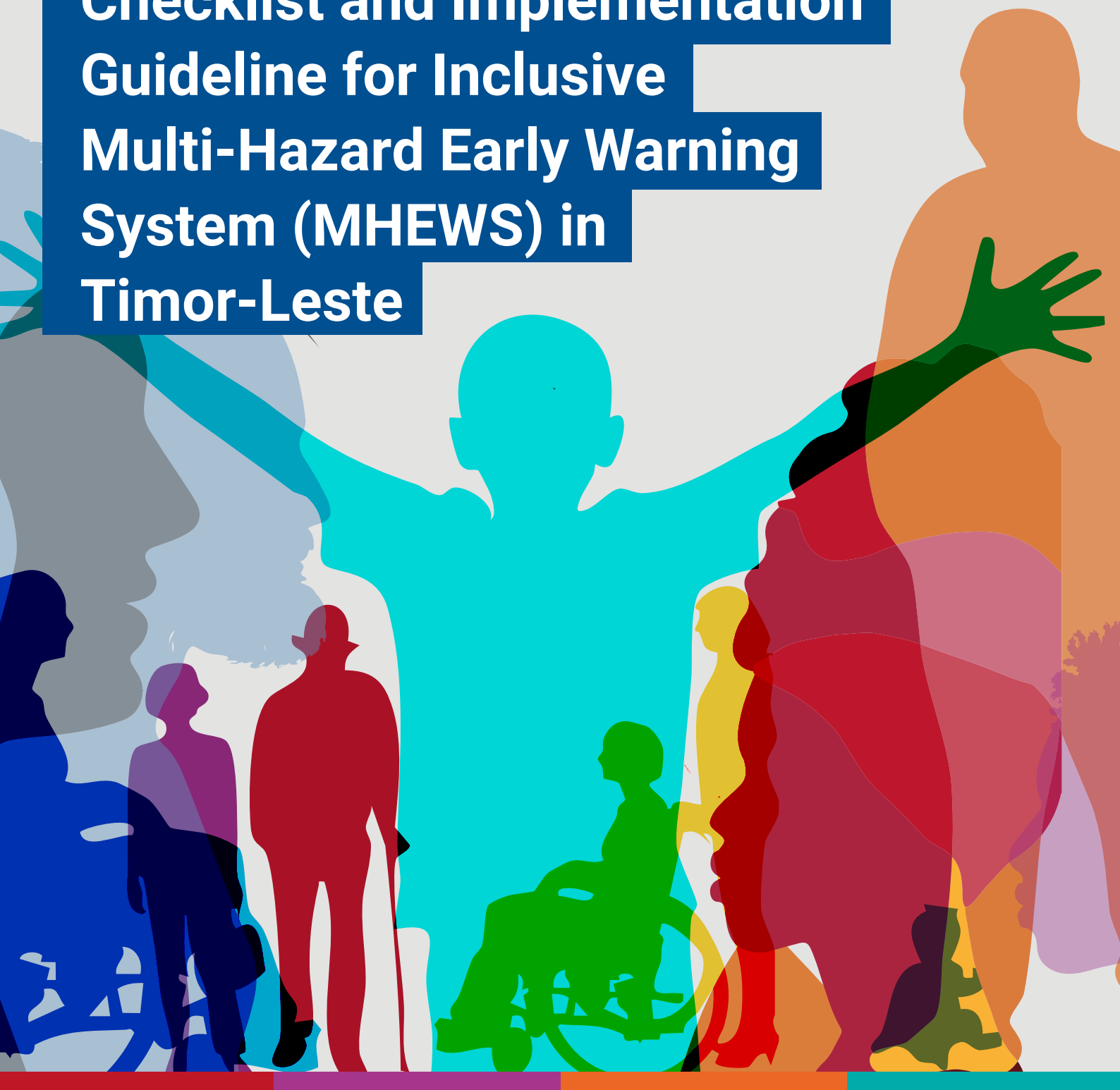


# Checklist and Implementation Guideline for Inclusive Multi-Hazard Early Warning System (MHEWS) in Timor-Leste



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# Checklist and Implementation Guideline for Inclusive Multi-Hazard Early Warning System (MHEWS) in Timor-Leste









# Acronyms

|       |                                                          |
|-------|----------------------------------------------------------|
| ALGIS | Agriculture and Land-Use Geographic Information System   |
| CBEWS | Community-based early warning system(s)                  |
| CPA   | Civil Protection Authority                               |
| DRM   | Disaster risk management                                 |
| DRR   | Disaster risk reduction                                  |
| EWS   | Early warning system(s)                                  |
| GESI  | Gender Equality and Social Inclusion                     |
| MAF   | Ministry of Agriculture and Fisheries                    |
| MDRMC | Municipal Disaster Risk Management Committee             |
| MHEWS | Multi-Hazard Early Warning System(s)                     |
| MOH   | Ministry of Health                                       |
| MSSI  | Ministry of Social Solidarity and Inclusion              |
| MTC   | Ministry of Transport and Communications                 |
| NDMG  | National Directorate of Meteorology and Geophysics       |
| NDRMC | National Disaster Risk Management Committee              |
| NDRRP | National Disaster Risk Reduction Plan                    |
| NGO   | Non-governmental organization                            |
| NOCCP | National Operations Center of Civil Protection Authority |
| SDP   | Strategic Development Plan                               |
| SDRMC | Suco Disaster Risk Management Committee                  |
| SGIP  | Social and Gender Integration Plan                       |
| SOP   | Standard operating procedure                             |
| SSGE  | Secretary of State for Gender Equality                   |
| TVTL  | Televisão de Timor-Leste (East Timor Television)         |

# Key concepts and definitions

**Accessibility** ensures equal access for persons with disabilities to the physical environment, transportation, information, communications and public services. Organizations of persons with disabilities (OPDs) are led and governed by persons with disabilities and adhere to the principles of the Convention on the Rights of Persons with Disabilities.

**Disasters** are significant disruptions to communities or societies caused by hazardous events interacting with exposure, vulnerability and capacity, leading to various losses and impacts. The term “natural disaster” is avoided to emphasize that vulnerabilities are the root cause and can be mitigated through disaster risk reduction (DRR) and management.

**Dissemination and communication** involve the distribution of authoritative, timely, accurate and actionable warnings by an official source. This component ensures that warnings reach all community members through multiple communication channels, enabling them to take appropriate actions to protect themselves.

**Early warning systems** integrate hazard monitoring, forecasting, risk assessment, communication and preparedness activities to enable timely actions that reduce disaster risks. Early action involves proactive measures taken in response to forecasts or warnings to minimize impacts, shifting from reactive emergency responses to preventive measures.

**Gender Equality and Social Inclusion (GESI)** is a concept that addresses improving access to livelihood assets and services for all, including women, the poor and excluded groups. It supports more inclusive policies and mindsets, increasing the voice and influence of all community members, particularly those who are marginalized.

**Gender** refers to the socially constructed roles, behaviours and attributes considered appropriate for different genders. It influences expectations, responsibilities and opportunities, often leading to inequalities and discrimination, particularly against women and gender-diverse individuals. Gender is part of the broader sociocultural context, intersecting with factors such as class, race, age and sexual orientation.

**Monitoring and warning services** involve the detection, monitoring, analysis and forecasting of hazards and their possible consequences. This component ensures that accurate and timely warnings are generated based on real-time data and scientific analysis.

**Multi-Hazard Early Warning Systems (MHEWS)** address several hazards and/or impacts of similar or different types in contexts where hazardous events may occur alone, simultaneously, cascadingly or cumulatively over time. It considers the potential interrelated effects of these hazards to provide comprehensive risk reduction strategies.

The **people-centred approach in MHEWS** ensures that early warning systems are designed to meet the needs of the most vulnerable populations. It involves the active participation of communities in the design, implementation and evaluation of early warning systems. This approach ensures that warnings are understandable, accessible and actionable for all community members.

**Persons with disabilities** include those with long-term impairments that, when combined with societal barriers, hinder full participation in society. Disability inclusion ensures meaningful participation and rights promotion for persons with disabilities, following the Convention on the Rights of Persons with Disabilities. Mainstreaming disability inclusion involves consistently integrating it into all operations and programming.

**Preparedness and response** involve the activation of preparedness and response plans and capabilities at all levels to respond to the warnings received. This component ensures that communities, governments and organizations are ready to act on warnings, reducing the impact of disasters.

**Risk knowledge** involves the systematic collection of data and disaster risk assessments to understand the hazards, vulnerabilities and exposure of communities. This component is essential for identifying and prioritizing risks, as well as enabling informed decision-making and effective risk reduction measures.



# Contents

|                                                                                                                                                                                                          |           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>Acronyms .....</b>                                                                                                                                                                                    | <b>V</b>  |
| <b>Key concepts and definitions .....</b>                                                                                                                                                                | <b>VI</b> |
| <b>Introduction .....</b>                                                                                                                                                                                | <b>10</b> |
| Purpose of the guideline.....                                                                                                                                                                            | 10        |
| Users .....                                                                                                                                                                                              | 10        |
| Scope and outline of the guideline .....                                                                                                                                                                 | 12        |
| <b>Policy and institutional frameworks .....</b>                                                                                                                                                         | <b>13</b> |
| <b>Four components + governance for MHEWS.....</b>                                                                                                                                                       | <b>18</b> |
| Component 1: Disaster risk<br>knowledge .....                                                                                                                                                            | 20        |
| Component 2: Detection, observation, analysis and<br>forecasting .....                                                                                                                                   | 28        |
| Component 3: Dissemination<br>and communication .....                                                                                                                                                    | 32        |
| Component 4: Preparedness<br>and response .....                                                                                                                                                          | 37        |
| Governance and<br>coordination.....                                                                                                                                                                      | 42        |
| <b>References .....</b>                                                                                                                                                                                  | <b>49</b> |
| <b>Annex I: .....</b>                                                                                                                                                                                    | <b>50</b> |
| Contact details of Associação de Deficientes de<br>Timor-Leste (Timor-Leste Disability Association)<br>organizations providing services and support to<br>persons with disabilities in Timor-Leste ..... | 50        |
| <b>Annex II: .....</b>                                                                                                                                                                                   | <b>54</b> |
| Contact details of women's organizations in<br>Timor-Leste.....                                                                                                                                          | 54        |
| <b>Annex III: .....</b>                                                                                                                                                                                  | <b>56</b> |
| Food and non-food items .....                                                                                                                                                                            | 56        |





# Introduction

## Purpose of the guideline

An inclusive Multi-Hazard Early Warning System (MHEWS) is essential for responding to disaster risks, adapting to climate change and minimizing damage, particularly to protect the lives and livelihoods of the most vulnerable populations in Timor-Leste.

The purpose of the inclusive MHEWS guidelines is to ensure that key elements of early warning systems (governance; disaster risk knowledge; detection, monitoring, analysis and forecasting; dissemination and communication; and preparedness to respond) in Timor-Leste are gender-responsive and disability-inclusive. This guideline supplements the Government of Timor-Leste's multi-hazard end-to-end early warning standard operating procedures (SOPs) developed by the National Designated Authority.

This document primarily assists the Civil Protection Authority (CPA), Ministry of Agriculture and Fisheries (MAF), and the National Directorate of Meteorology and Geophysics (NDMG) in fulfilling their legal obligations to implement early warning systems, and the Government of Timor-Leste's priorities in line with the National Civil Protection Emergency Plan, and the National Action Plan for Gender-Based Violence 2022–2032.

The inclusive MHEWS guidance document is also intended to support key stakeholders at both the national and local government levels, as well as relevant line ministries involved in disaster risk reduction (DRR) and climate change adaptation who are part of broader ecosystem of MHEWS in the country. It should be used routinely in the implementation of DRR and response across geographical areas of Timor-Leste.

It is crucial that the guidelines are implemented and evaluated for their effectiveness in addressing the needs of women, children, persons with disabilities, older persons and other minority groups.

## Users

A “user” of these inclusive MHEWS guidelines refers to individuals and institutions responsible for providing services around MHEWS as part of DRR and management. The primary users are CPA, NDMG, MAF and other government departments at the national and local levels dealing with disaster risk management (DRM) and climate change adaptation. Civil society organizations, academia and development partners may use these guidelines for their own programmes and projects in support of Timor-Leste's overall early warning system enhancement and community resilience building.

## **National government**

Role: Leads preparedness, prevention, mitigation, crisis response and recovery initiatives.

Responsibilities: Ensures adequate capacity to prevent and respond to crises, including support for vulnerable populations. Accountable for coordination, tracking progress, identifying gaps and opportunities to strengthen disaster prevention, mitigation, and early alert systems, and evaluating and enhancing the guidelines.

Benefits: The guidelines provide a comprehensive framework for developing and implementing inclusive policies, strategies, programmes and plans to ensure that national efforts are aligned with best practices and international standards.

## **Local government/municipality**

Role: Ensures safe and inclusive responses with integrated human and financial resources.

Responsibilities: Coordinates, implements and advocates for an inclusive MHEWS, supporting pre-disaster, mid-disaster and post-disaster policies and programmes.

Benefits: The guidelines offer practical tools and methodologies for local governments to enhance their disaster preparedness and response capabilities, ensuring that all community members, especially the most vulnerable, are protected.

## **Civil society organizations, research institutions and academia**

Role: Provide oversight and advocacy, and support community-level actions.

Responsibilities: Support the Government-led implementation of MHEWS by providing key trends and evidence-based recommendations for decision makers and technical-level actors to strengthen inclusive MHEWS responses for vulnerable populations.

Benefits: The guidelines serve as a valuable resource for conducting research, advocacy and capacity-building activities, promoting a more inclusive and effective DRM approach. This document can also be a useful tool for community awareness-raising about early action on DRR at the local level by civil society organizations and disaster risk networks.

## **Development partners**

Role: Support civil protection efforts.

Responsibilities: Support the Government-led implementation of MHEWS by ensuring that civil protection support is gender-responsive and disability-inclusive, and coordinated with CPA, NDMG and MAF.



Benefits: The guidelines facilitate collaboration and coordination among development partners, ensuring that their efforts are aligned with national priorities and contribute to a more resilient and inclusive society.

## Scope and outline of the guideline

As the supplementary document to the SOPs for MHEWS, this guideline is designed to help users understand what is meant by inclusive MHEWS, and to provide tools and examples for strengthening inclusiveness in the MHEWS value chain. The guidelines include the following key aspects:

### Policy and institutional frameworks

The guideline explains the current policies, regulations and institutional frameworks in place for inclusive early warning systems.

### Four components of inclusive MHEWS

This section shows how to carry out inclusiveness in practice, in line with the four elements that compose an end-to-end MHEWS:

- Disaster risk knowledge
- Detection, monitoring, analysis and forecasting of hazards
- Dissemination and communication
- Preparedness and response

**Governance and coordination:** Fostering partnerships and collaboration between various stakeholders, including government agencies, non-governmental organizations (NGOs), civil society and international partners to strengthen gender and social inclusion to coordinate for effective people-centred early warning systems, as part of DRR.

The guideline is informed by various national policies and globally available guiding documents on gender-responsive/inclusive early warning systems and DRM (see *References*).

# Policy and institutional frameworks

Timor-Leste's Strategic Development Plan (SDP) 2011–2030 outlines social inclusion strategies aimed at supporting vulnerable populations and ensuring the Government's commitment to the aim of the 2030 Agenda for Sustainable Development and its Sustainable Development Goals to "leave no one behind." The SDP 2011–2030 includes creation of a framework for protecting the rights of persons with disabilities, older persons, women, children and other minority groups, while also providing support services for vulnerable families. In line with the SDP, the National Action Plan for Gender-Based Violence 2022–2032 also guides the government entities' other policies, plans and operations, including the National Civil Protection Emergency Plan 2024.

The three national entities that constitute the MHEWS chain in Timor-Leste have the mandate and responsibilities defined in the country's national laws and policies. These entities are

- i) the CPA under the Ministry of Interior,
- ii) the NDMG under the Ministry of Transport and Communications (MTC), and
- iii) the Agriculture and Land-Use Geographic Information System (ALGIS) under MAF. The SOPs for MHEWS provide the step-by-step procedures and protocols for the three entities to provide early warning services in a coordinated manner.

## Ministry of Interior, Civil Protection Authority

The legal framework of the CPA has evolved between the eighth and ninth Constitutional Governments, altering CPA's role according to Government Decree-Law No. 23/2024 of 10 May, which amended the previous Decree-Law No. 11/2022 of 9 March 2022. The newly approved Decree-Law No. 23/2024 established a structure whereby the President of CPA is assisted by an Executive Director and a National Commandant of Civil Protection Operations. The President of CPA is responsible for overall management, the Executive Director manages administrative support and the National Commandant oversees civil protection operations.

These changes made to the legal framework in 2024 ensure that effective services are provided to vulnerable populations in disaster risk response and management before, during and after disasters. In addition, the Executive Director position ensures the smooth administrative functioning of CPA.

## Ministry of Transport and Communications, National Directorate of Meteorology and Geophysics

MTC is responsible for designing, implementing, coordinating and evaluating the policy, which is defined and approved by the Council of Ministers. This includes maintaining and developing the national meteorological and seismological information and surveillance systems; and constructing and maintaining their infrastructure.

In reference to article 17 of the MTC decree-law, the NDMG is tasked with monitoring and analysing national and international disaster risk information, as well as climate, meteorological and

seismological events. The roles include establishing an alert system to share weather forecasts, organizing an integrated national early warning system to provide notifications before and after disasters, and creating a national database to support an automated network for preventive and recovery measures in communities before, during and after hazards and disasters.

### **Ministry of Agriculture and Fisheries, Agriculture and Land-Use Geographic Information System**

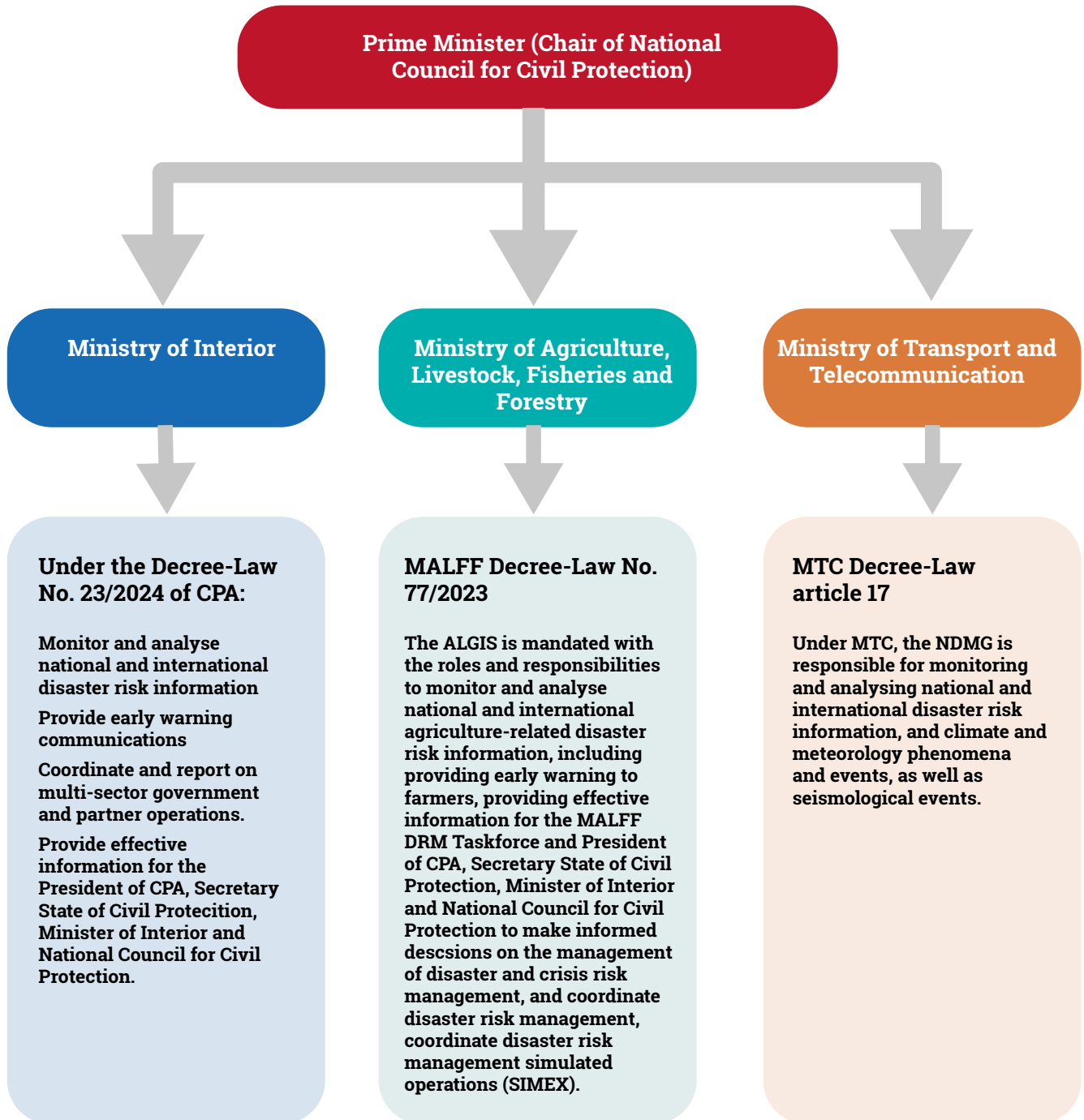
MAF is responsible for designing, implementing, coordinating and evaluating the policy, which is defined and approved by the Council of Ministers for agriculture, forestry, fisheries and livestock.

Under Decree-Law No. 77/2023, ALGIS monitors and analyses national and international agriculture-related disaster risk information. ALGIS coordinates DRM simulations and lessons-learned exercises on emerging and priority risks, and develops information systems on the national hazard risk atlas, databases and other geographical information systems. Additionally, ALGIS provides early warnings to farmers, supplying information to the MAF DRM Task Force, the President of CPA, the Secretary of State for Civil Protection, the Ministry of Interior and the National Council for Civil Protection to support informed decision-making in disaster and crisis management.

Based on the decree-laws of each line ministry, the diagram adjacent illustrates the chain of early warning systems based on the defined roles and responsibilities of CPA, NDMG and ALGIS.

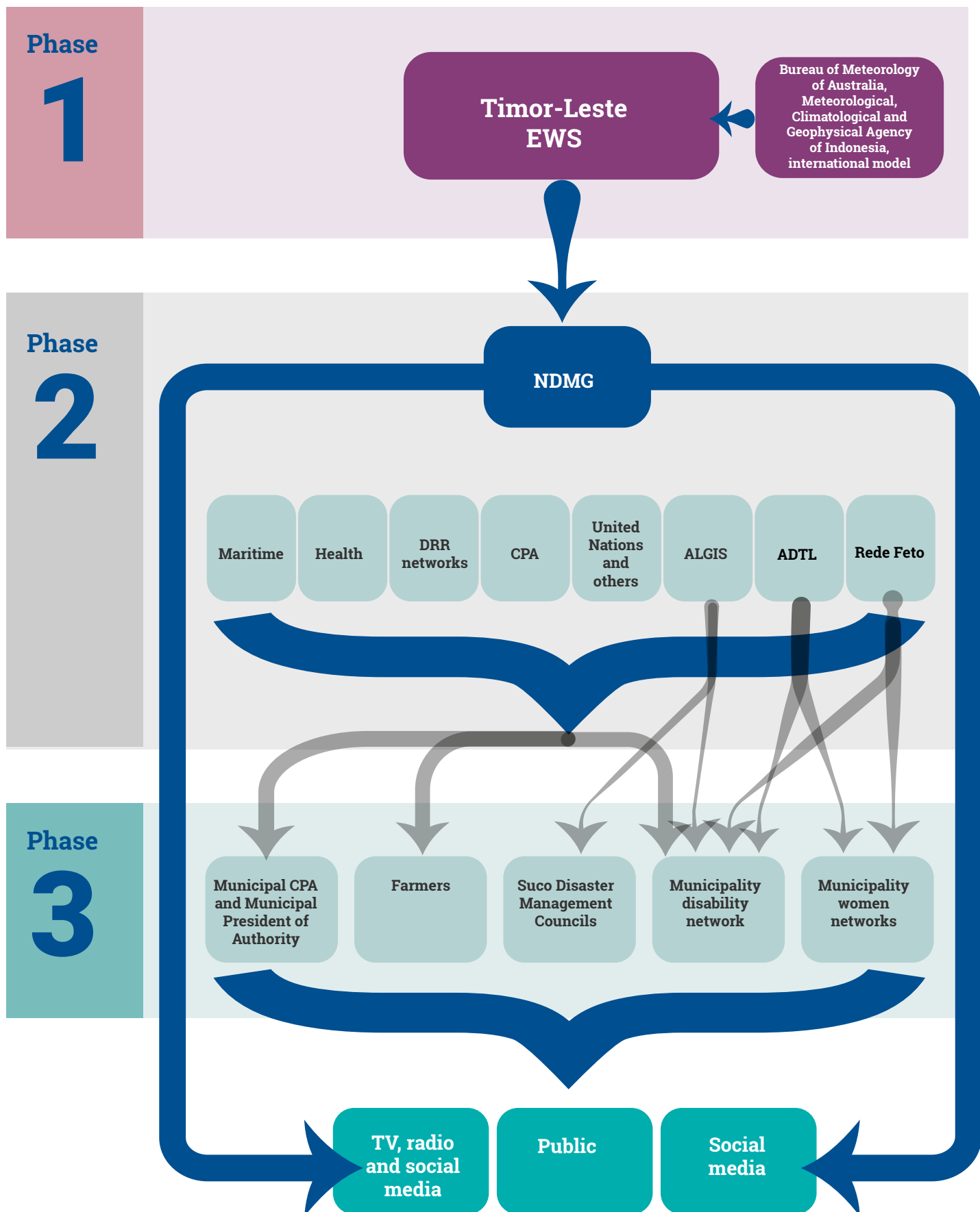
In reference to the defined roles and responsibilities of CPA, NDMG and ALGIS, the inclusive chain of early warning system information dissemination is shown in the diagram overleaf.

## Chain of early warning system (EWS) in Timor-Leste



Source: Decree-laws of Ministry of Interior, MAF and MTC.





Source: NDMG early warning system information dissemination.







# Four components + governance for MHEWS

An early warning system (EWS) is an integrated system of hazard monitoring, forecasting and prediction, disaster risk assessment, communication and preparedness activities that enable individuals, communities, governments and businesses to take timely action to reduce the potential impact of hazardous events. Effective EWS includes four key and interrelated components.

**Disaster risk knowledge:** Conducting comprehensive risk assessments and hazard analyses to understand the vulnerabilities and exposures of different population groups. This involves collecting and analysing data disaggregated by gender, age, disability and other relevant factors.

**Detection, monitoring, analysing and forecasting of hazards:** Implementing advanced monitoring technologies and systems to detect and forecast hazards. This includes ensuring that warning messages are accurate, timely and accessible to all community members.

**Dissemination and communication:** Developing and utilizing multiple communication channels to disseminate warnings effectively. This includes ensuring that messages are understandable and actionable, and that they reach all segments of the population, including those in remote and marginalized areas.

**Preparedness and response:** Enhancing the preparedness and response capacities of communities, governments and organizations. This includes conducting regular drills and simulations, providing training and capacity-building programmes, and ensuring that resources and personnel are prepared to respond to emergencies.

EWS are effective when people can act in accordance with them. Therefore, it is important that the system is built considering the knowledge, capacities and needs of communities at risk, including women, persons with disabilities, older persons and children.

## **Governance and coordination:**

For the four components to work effectively, coordination across different hazards within and among sectors and actors, and at multiple levels, is essential. The governance component lays the groundwork for a cohesive, coordinated and effective MHEWS that can adapt to changing circumstances and continuously improve over time. This strategic positioning ensures that all four components described above are built on a solid and reliable foundation.

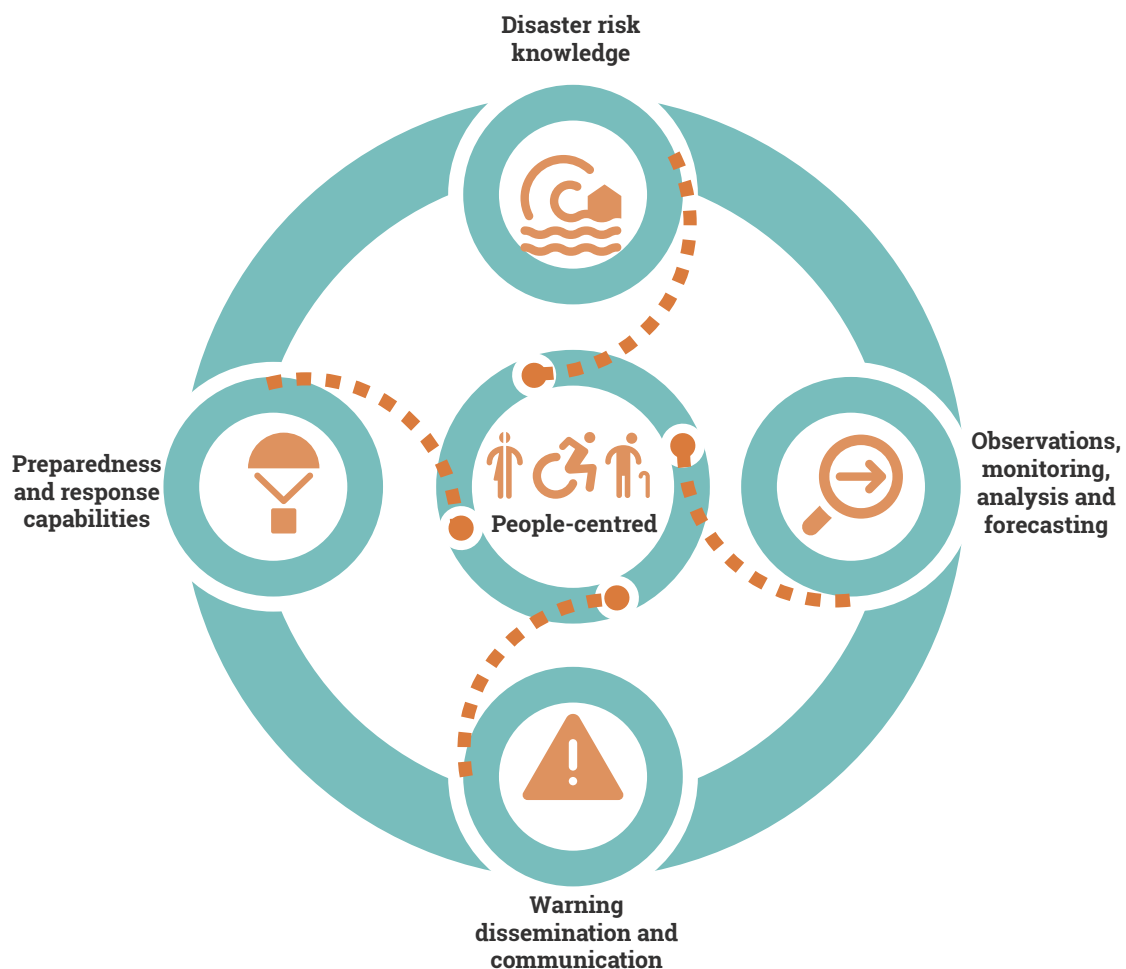
Each government institution must play an active role in each component. This holistic approach will only be effective with strong coordination among all relevant institutions involved in the four components of MHEWS. Therefore, introducing effective governance structures as a cross-cutting

component for an effective EWS requires strong coordination among relevant government institutions with clear responsibilities in the chain of the early warning system in Timor-Leste.

Each line ministry responsible for each component must ensure that all actions taken within the four components are people-centred. They must also be coordinated in their roles across the interconnected pillars of risk knowledge, observations and forecasting, and communication systems. This holistic approach will enable the Government to take a comprehensive approach to preparedness and response capacity, contributing to DRR and improving lives and livelihoods.

Finally, in addition to the active roles of each institution and interconnected pillars, it is crucial to ensure that end-users/communities actively participate and have a clear role to play in each of the four components. Effective implementation will only be possible with the support of available funding across each pillar at both the national and local levels to ensure long-term sustainability built into the design of EWS that includes local leadership, reflects local needs and preferences, and follows a people-centred model.

#### Components of MHEWS



*Source:* World Meteorological Organization (2022).



# Component 1: Disaster risk knowledge

Disaster risk knowledge involves the systematic collection of data and disaster risk assessments to understand the hazards, vulnerabilities and exposure of communities. It helps identify and prioritize risks, enabling informed decision-making and effective risk reduction measures. In the process of generating risk knowledge, including in data collection, analysis and assessment, questions should be asked as to whether gender and disability have been sufficiently considered.

## Checklist for inclusive disaster risk knowledge



**Select one answer for each question.**

*See the accompanying guidance note to fill in gaps and to continue improving.*

| Question | Yes | No | Partially | Unknown |
|----------|-----|----|-----------|---------|
| Question |     |    |           |         |
| Question |     |    |           |         |

## Data collection and analysis

| Question                                            | Yes | No | Partially | Unknown |
|-----------------------------------------------------|-----|----|-----------|---------|
| <b>Do people of diverse genders participate in:</b> |     |    |           |         |
| 1) survey design?                                   |     |    |           |         |
| 2) preparation for data collection?                 |     |    |           |         |
| 3) data analysis?                                   |     |    |           |         |
| 4) writing recommendations?                         |     |    |           |         |
| 5) implementing recommendations                     |     |    |           |         |

| Question                                                                                                                                                                                                               | Yes | No | Partially | Unknown |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| <b>Do persons with disabilities participate in:</b>                                                                                                                                                                    |     |    |           |         |
| 1) survey design?                                                                                                                                                                                                      |     |    |           |         |
| 2) preparation for data collection?                                                                                                                                                                                    |     |    |           |         |
| 3) data analysis?                                                                                                                                                                                                      |     |    |           |         |
| 4) writing recommendations?                                                                                                                                                                                            |     |    |           |         |
| 5) implementing recommendations?                                                                                                                                                                                       |     |    |           |         |
| Is continual feedback being collected from data collectors and participants about how safe they feel in relation to the hazard? <i>This includes perceptions of safety before, during and after a specific hazard.</i> |     |    |           |         |
| Are all data secured online and offline?                                                                                                                                                                               |     |    |           |         |

## Before data collection

| Question                                                                                                               | Yes | No | Partially | Unknown |
|------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Are diverse definitions of "gender" understood and acknowledged within the contexts being examined?                    |     |    |           |         |
| Are diverse definitions of "persons with disabilities" understood and acknowledged within the contexts being examined? |     |    |           |         |
| Are there locally developed and agreed checklists identifying genders?                                                 |     |    |           |         |
| Are there locally developed and agreed checklists identifying persons with disabilities?                               |     |    |           |         |

## During data collection

| Question                                                                                                                                                                                                                               | Yes | No | Partially | Unknown |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Are people's diverse communication abilities accounted for in obtaining consent and collecting data (for example, people who cannot read, write, see, hear and/or speak, as well as people with intellectual or cognitive impairment)? |     |    |           |         |
| Do participants understand why they are being asked about their gender?                                                                                                                                                                |     |    |           |         |
| Do participants understand why they are being asked about their disabilities?                                                                                                                                                          |     |    |           |         |
| Have participants provided their free, prior and informed consent for the data collection, storage and analysis, including "prefer not to say" options?                                                                                |     |    |           |         |
| Is privacy guaranteed through anonymity and confidentiality when people provide data?                                                                                                                                                  |     |    |           |         |
| Are there procedures for assessing genders which might be missing from the data?                                                                                                                                                       |     |    |           |         |
| Are there procedures for assessing disabilities which might be missing from the data?                                                                                                                                                  |     |    |           |         |

## Vulnerabilities and exposures

| Question                                                                                                                                   | Yes | No | Partially | Unknown |
|--------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Have people been able to identify their own vulnerabilities and exposures to hazards?                                                      |     |    |           |         |
| Have vulnerabilities and exposures to hazards that can be attributed to people's gender been identified?                                   |     |    |           |         |
| Have vulnerabilities and exposures to hazards that can be attributed to people's disabilities been identified?                             |     |    |           |         |
| Have people been able to express their gender-based unmet needs that create or augment their vulnerabilities and exposures to hazards?     |     |    |           |         |
| Have people been able to express their disability-based unmet needs that create or augment their vulnerabilities and exposures to hazards? |     |    |           |         |

## Data analysis

| Question                                                             | Yes | No | Partially | Unknown |
|----------------------------------------------------------------------|-----|----|-----------|---------|
| Is it certain that an individual cannot be identified from the data? |     |    |           |         |
| Are “prefer not to say” choices fully included in the data analysis? |     |    |           |         |
| Are recommendations provided for all genders?                        |     |    |           |         |
| Are recommendations provided for all disabilities?                   |     |    |           |         |

## Hazard identification

| Question                                                                                        | Yes | No | Partially | Unknown |
|-------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Can people identify regular and common hazards in their location?                               |     |    |           |         |
| Can people identify unusual and uncommon hazards in their location?                             |     |    |           |         |
| When a warning is issued for a specific hazard, do people understand what the hazard is?        |     |    |           |         |
| When a warning is issued for a specific hazard, do people understand what the impacts could be? |     |    |           |         |

## Capacities and abilities

| Question                                                                                                                       | Yes | No | Partially | Unknown |
|--------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Have people been able to identify their own capacities and abilities for understanding and using disaster risk information?    |     |    |           |         |
| Have people's capacities and abilities for accessing and understanding disaster risk information been assessed and identified? |     |    |           |         |
| Has it been considered how disabilities can impact access to disaster risk information?                                        |     |    |           |         |
| Has it been considered how gender can impact access to disaster risk information?                                              |     |    |           |         |
| Have people expressed their gender-based requirements to obtain and use disaster risk information?                             |     |    |           |         |
| Have people expressed their disability-based requirements to obtain and use disaster risk information?                         |     |    |           |         |



## Risk identification and assessment

| Question                                                                                                                     | Yes | No | Partially | Unknown |
|------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Have people been able to identify and assess their own risks, noting how their gender does and does not make a difference?   |     |    |           |         |
| Have people been able to identify and assess their own risks, noting how their disabilities do and do not make a difference? |     |    |           |         |
| Are people's risks identified and assessed to see what can be attributed to their gender?                                    |     |    |           |         |
| Are people's risks identified and assessed to see what can be attributed to their disabilities?                              |     |    |           |         |

## Actions for inclusive disaster risk knowledge

### Action 1.1: Know where vulnerable populations are in high-risk areas

| Purpose                                                                                                                                                                              | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Partnership                                                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| To enable rapid, effective and targeted early warning and early action/response during disasters by identifying and understanding the locations and needs of vulnerable populations. | <p>Conduct mapping exercises to identify vulnerable populations in high-risk areas. This includes collection of data on vulnerable populations and women farmers, and analysis to create comprehensive maps that highlight these populations.</p> <p>Ensure disaster loss databases record information on disaster effects (damage and loss) and impacts in a sex-, ethnicity-, age- and disability-disaggregated manner per geographic unit and hazard-triggering event.</p> | CPA, MAF, Cruz Vermelha de Timor-Leste (Red Cross Timor-Leste), national and international NGOs, local authorities, women and disability organizations |

## Action 1.2: Enhance knowledge and awareness on vulnerable groups of people

| Purpose                                                                                                                                                            | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Partnership                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| To enhance understanding of the specific needs of persons with disabilities, women, children and older persons in the context of environmental and climate change. | <p>Engage Suco Disaster Management Councils, local government and representatives of vulnerable populations in the identification process.</p> <p>Utilize the Suco DRM Committee (SDRMC) structure to assist CPA and MAF in raising community awareness on persons with disabilities, women, children and older persons, about disaster types, key actions during weather alerts, dissemination of EWS information, data collection, and acting as focal points or Suco champions.</p> <p>Design engaging community conversations with school students through radio shows or podcasts. NDMG, ALGIS and CPA can initiate these talks to highlight the specific needs of vulnerable groups. Broadcast the radio talks regularly through community radio stations, accessible and disability-focused radio channels and Televisão de Timor-Leste (TVTL) radio, with sign language interpretations available.</p> | Partner with NDMG, ALGIS, CPA, community radio stations, accessible and disability-focused radio channels and TVTL radio |

## Action 1.3: Integrate local traditional, scientific and external knowledge into risk knowledge

| Purpose                                                                                       | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Partnership                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To include traditional, local, scientific and external knowledge to issue effective warnings. | <p>Promote and utilize oral traditions that have proven to be robust and self-sufficient warning systems.</p> <p>Encourage the use of songs, stories, theatre and children's play to integrate traditional and modern scientific knowledge, providing educational and co-production capabilities.</p> <p>Collaborate with local chiefs and religious leaders to establish relationships and familiarity with national agency staff, particularly focusing on gender and disability focal points.</p> | Traditional Suco leaders, gender and disability focal points, national agencies, local organizations/ groups/charities, local populations, media (e.g. radio channels), church groups |

## Action 1.4: Use gender- and disability-sensitive risk knowledge to implement measures to support specific needs of vulnerable groups

| Purpose                                                                                                       | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Partnership                                                                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To ensure that necessary actions are taken to accommodate the specific needs of gender and disability groups. | <p>Utilize the knowledge gained from previous initiatives to enhance people's ability to receive, understand and act on warnings. This includes measures such as installing wheelchair ramps, providing warnings for deaf individuals and creating separate shelters for non-binary genders at evacuation routes/centres.</p> <p>This may involve investing in infrastructure or supporting coordination meetings/events with the National Disaster Risk Management Committee (NDRMC), Municipality DRM Committee (MDRMC) and SDRMC; and conducting annual drills.</p> <p>Assist support groups and communities in obtaining funding for these measures. If funding is not available, revisit the plans to ensure inclusivity for everyone.</p> | Gender and disability focal points, national agencies, government (local, regional, national – NDRMC, MDRMC, SDRMC), local organizations/groups/charities, local populations, church groups, traditional Suco leaders |

## Action 1.5: Establish community-based early warning systems (CBEWS)

| Purpose                                                                                                                                                | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                       | Partnership                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>To empower people and communities to design, prepare for, respond to and issue warnings that include local knowledge and meet individual needs.</p> | <p>Develop and implement CBEWS in vulnerable communities by setting up local monitoring and alert systems.</p> <p>Conduct regular training sessions and workshops to educate community members on how to use the early warning systems and respond to alerts.</p> <p>Create communication channels, such as community meetings, local radio broadcasts and mobile alerts to disseminate information about potential threats and necessary actions.</p> | <p>CPA to collaborate with local government authorities, community leaders and disaster management organizations to establish and maintain the early warning systems.</p> <p>CPA to partner with NGOs, educational institutions and media outlets to provide training and raise awareness about the importance of CBEWS.</p> <p>CPA to engage with technology providers to ensure the systems are reliable and up to date.</p> |



## Component 2: Detection, observation, analysis and forecasting

Detection, monitoring, analysis and forecasting of hazards and their possible consequences may be aimed at a specific vulnerable population. It is important that warnings are generated and designed with consideration of the needs and capability of end-users (women, older persons, children and persons with disabilities) to comprehend them and act accordingly.

### Checklist for inclusive detection, observation, analysis and forecasting

#### Detection and monitoring of hazards and consequences.

| Question                                                                                                                                                                                         | Yes | No | Partially | Unknown |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Do people of diverse genders participate in detection and monitoring of hazards and their consequences?                                                                                          |     |    |           |         |
| Do persons with disabilities participate in detection and monitoring of hazards and their consequences?                                                                                          |     |    |           |         |
| Are hazard detection and monitoring systems and techniques suitable for a wide variety of people's communication abilities (for example, people who cannot read, write, see, hear and/or speak)? |     |    |           |         |
| Is the same hazard information available in several formats, modes, languages and media and therefore accessible to persons with disabilities?                                                   |     |    |           |         |
| Are local/traditional knowledges and abilities of people of diverse genders used to detect, monitor and inform people about hazards, in combination with external technology and systems?        |     |    |           |         |
| Are local/traditional knowledges and abilities from persons with disabilities used to detect, monitor and inform about hazards, in combination with external technology and systems?             |     |    |           |         |
| Are warning centres available all the time (24/7)?                                                                                                                                               |     |    |           |         |
| Can anyone access hazard detection and monitoring information by themselves in multiple formats?                                                                                                 |     |    |           |         |
| Can formats of hazard detection and monitoring information be easily adjusted when individuals request it, so that persons with disabilities can access it?                                      |     |    |           |         |

## Analysis and forecasting of hazards and consequences

| Question                                                                                                                                                                                                                  | Yes | No | Partially | Unknown |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Are regular tests, exercises and drills enacted to check that people of diverse genders receive and act appropriately regarding hazard information?                                                                       |     |    |           |         |
| Are regular tests, exercises and drills enacted to check that any person with disabilities and their support networks receive and act appropriately regarding hazard information?                                         |     |    |           |         |
| Are hazard analysis and forecasting results made available for all people's communication abilities?                                                                                                                      |     |    |           |         |
| Is the Common Alerting Protocol used in combination with local/traditional knowledge to supply and verify receipt of the same hazard analysis and forecasting information in several formats, modes, languages and media? |     |    |           |         |
| Can people access hazard analysis and forecasting information in multiple formats and in plain language?                                                                                                                  |     |    |           |         |
| Can formats of hazard analysis and forecasting information be easily adjusted when individuals request it?                                                                                                                |     |    |           |         |
| Do all the above apply to when a hazard has passed, so that people can stand down from the current warning?                                                                                                               |     |    |           |         |

## Actions for inclusive detection, observation analysis and forecasting

### Action 2.1: Strengthen NDMG capacity for inclusive early warning operations/centres

| Purpose                                                                   | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Partnership                                           |
|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| To provide 24/7 warning coverage that is gender- and disability-inclusive | <p>NDMG to operate 24/7, engage with organizations of persons with disabilities (OPDs) and women's organizations to tailor communication channels.</p> <p>Warning centres must issue warnings that can reach everyone and that are gender- and disability-inclusive. Therefore, they must issue warnings with:</p> <ul style="list-style-type: none"><li>• a variety of formats (text message, radio, TV, social media).</li><li>• accessible formats that comply with international standards and universal design principles to reach persons with various disabilities (closed captioning, live captioning, sign language interpretations, audio descriptions of hazard alerts, evacuation routes, easy-to-understand content).</li><li>• communication types (verbal, non-verbal and written).</li><li>• different local languages and dialects spoken in the area, including sign language, communicated via audio and multimedia methods for people with special gender- or disability-related needs (such as specialist warning equipment, e.g. a flashing light or a vibrating alarm).</li><li>• simple messaging that is easier to understand. For example, simple messages such as, "heavy rain and strong wind, stay indoors as much as possible" are clearer.</li></ul> | NDMG, MAF, OPDs, women's organizations in Timor-Leste |

## Action 2.2: Design inclusive agrometeorological alerts and messages

| Purpose                                                                          | How to implement                                                                                                                                                                                                                                                                     | Partnership                                                                                                                               |
|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| To make agrometeorological alerts inclusive for all, especially in remote areas. | Ensure that weather forecasting messages provide farmers with guidance and enable them to make prompt, informed decisions on how to plant crops that align with the expected weather. For example, “projection of long drought in 2024, do not grow plants that consume more water”. | NDMG, MAF/ALGIS, DRM Task Force, National Operations Center of Civil Protection Authority (NOCCP), CPA, Timor Telecom, Telemor, Telkomcel |

## Action 2.3: Integrate traditional knowledge and observations into hazard monitoring and observation

| Purpose                                                                                       | How to implement                                                                                                                                                                                                                                                                | Partnership                                 |
|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| To effectively identify hazard threats in remote areas using a well-known traditional method. | Adopt traditional knowledge from each Suco and tailor it to the local context. Each area has a different way of identifying disaster risk. For example, in Ainaro, if butterflies migrate or shift from their habitats, this indicates that there is a strong wind in the area. | SDRMC, community leaders, local populations |

## Action 2.4: Develop impact-based forecasting and warning that integrate the vulnerability of specific populations

| Purpose                                                                                                                                                                                                                 | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Partnership |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <p>To inform early action and early warning based on which vulnerable populations are likely to be most affected.</p> <p>To allow people to understand the impact of the weather events on their productive assets.</p> | <p>NDMG and MAF to develop impact-based forecasting to allow women and caretakers to make decisions and act early.</p> <p>For example, during drought, “below-average rainfall is expected throughout the rainy season. There is an 80 per cent chance of crop failure in high-risks areas. Farming households will need to purchase 40 per cent more food compared with previous years”. This benefits female members of households as they play a major role in farming and securing food for family members.</p> | NDMG, MAF   |

# Component 3: Dissemination and communication

When disseminating and communicating warnings, questions should be asked as to whether the warnings would reach and be actionable to all community members, including women, persons with disabilities, older persons and children.

## Checklist for inclusive dissemination and communication

### Warning Dissemination

| Question                                                                                                                                              | Yes | No | Partially | Unknown |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Are organizational roles and responsibilities assigned to ensure that warning dissemination is gender-inclusive?                                      |     |    |           |         |
| Are organizational roles and responsibilities assigned to ensure that warning dissemination is disability-inclusive?                                  |     |    |           |         |
| Do warning dissemination strategies explain how to include people of diverse genders?                                                                 |     |    |           |         |
| Do warning dissemination strategies explain how to include any persons with disabilities?                                                             |     |    |           |         |
| Are there regular interactions and exchanges between those disseminating warnings and representatives of women's and gender organizations and groups? |     |    |           |         |
| Are there regular interactions and exchanges between those disseminating warnings and representatives of disability organizations and groups?         |     |    |           |         |
| Do local women's and gender organizations and groups participate in disseminating warnings?                                                           |     |    |           |         |
| Do organizations and groups for persons with disabilities participate in disseminating warnings?                                                      |     |    |           |         |
| Are protocols agreed with media on disseminating warning messages to reach diverse genders?                                                           |     |    |           |         |
| Have these protocols been tested and practiced through simulation exercises?                                                                          |     |    |           |         |
| Are protocols agreed with media on disseminating warning messages to reach persons with disabilities?                                                 |     |    |           |         |
| Have these protocols been tested and practiced through simulation exercises?                                                                          |     |    |           |         |



## Communication

| Question                                                                                                                                                                                                                                                                                                           | Yes | No | Partially | Unknown |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Do warning messages provide clear guidance on actions for people of diverse genders to take?                                                                                                                                                                                                                       |     |    |           |         |
| Do warning messages provide clear guidance on actions for people with disabilities to take?                                                                                                                                                                                                                        |     |    |           |         |
| Do warning messages provide clear guidance on actions for people with caring responsibilities (e.g. responsibilities of care for people with disabilities, children, elderly people, etc.)?                                                                                                                        |     |    |           |         |
| Do pre-hazard warning communications indicate how people with caring responsibilities should prepare for hazards?                                                                                                                                                                                                  |     |    |           |         |
| Do pre-hazard warning communications indicate how people of diverse genders can prepare for hazards that occur within different time frames (from seconds to years)?                                                                                                                                               |     |    |           |         |
| Do pre-hazard warning communications indicate how any person with disabilities can prepare for hazards that occur within different time frames (from seconds to years)?                                                                                                                                            |     |    |           |         |
| Do most persons with disabilities have all the communications technologies they need for warnings (for example, hearing aids and automatic text readers)?                                                                                                                                                          |     |    |           |         |
| Are all communications technologies for persons with disabilities accessible and functional?                                                                                                                                                                                                                       |     |    |           |         |
| Are all communications technologies for persons with disabilities regularly checked, maintained and updated?                                                                                                                                                                                                       |     |    |           |         |
| Are possible points of failure in communicating warning information to people of diverse genders regularly searched for, assessed and rectified?                                                                                                                                                                   |     |    |           |         |
| Are possible points of failure in communicating warning information to any person with disabilities regularly searched for, assessed and rectified?                                                                                                                                                                |     |    |           |         |
| Are there communication channels for people to report warning signs?                                                                                                                                                                                                                                               |     |    |           |         |
| Are communication channels for people to report warning signs used?                                                                                                                                                                                                                                                |     |    |           |         |
| Are there communication channels for people to ask gender-specific questions on warning signs?                                                                                                                                                                                                                     |     |    |           |         |
| Are there fully accessible communication channels for people to ask disability-specific questions on warning signs? (These channels should be available for persons with disabilities through assistive devices such as text-to-speech software that allows persons with disabilities to communicate with others.) |     |    |           |         |

## Actions for inclusive dissemination and communication

### Action 3.1: Establish gender-sensitive and disability-inclusive warning dissemination and communication

| Purpose                                                                                                                                  | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Partnership                                                                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To ensure equal visibility and accessibility to warnings for all groups.                                                                 | <p>Simplify disaster alert language, use plain language for women farmers (“projection of long drought in 2024, do not grow plants that consume more water”), braille, sign language and other accessible formats.</p> <p>Use the existing disability organizations as the channel for dissemination.</p> <p>Ensure that reporting is inclusive and reflects sex-disaggregated data (women, men, children, older persons and persons with disabilities).</p> <p>Sign language to be made available during press conferences.</p>                                                                                                                                                                                                                                                                   | CPA, NDMG, OPDs, community radio stations                                                                                                                                                                       |
| To ensure community members are aware of EWS and receive warnings through their focal points as trusted alternative sources of warnings. | <p>NDMG to coordinate with CPA and identify focal points for information dissemination at the Suco level through a participatory process.</p> <p>Utilize the SDRMC structure to assist CPA and MAF in raising community awareness of disaster types, key actions during weather alerts, dissemination of EWS information, data collection, and acting as focal points or Suco champions.</p> <p>Design community conversations on early warnings with school students through radio shows or podcasts. NDMG, ALGIS and CPA can initiate these talks to highlight the specific needs of vulnerable groups. Broadcast the radio talks regularly through community radio stations, accessible and disability-focused radio channels and TVTL radio, with sign language interpretations available.</p> | <p>MAF, women’s NDMG, CPA, Municipality President, SDRMC, community groups</p> <p>Partner with NDMG, ALGIS, CPA, community radio stations, accessible and disability-focused radio channels, and TVTL radio</p> |

## Action 3.2: Use existing communities and networks, and traditional methods to communicate warnings effectively

| Purpose                                                                                   | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Partnership                                                                                                                                                          |
|-------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To ensure targeted dissemination to women's groups and people with disabilities.          | <p>Identify women champions in each community to transmit weather alert information.</p> <p>Conduct regular dialogue through SDRMC meetings, and participation of women champions and persons with disabilities.</p> <p>Create WhatsApp groups for existing DRR networks of women and persons with disabilities. Contact details of women's groups and OPDs are available in annexes I and II.</p> <p>Use community radio stations, translate messages into local languages, and use public places (markets, churches, schools, hospitals and community centres) for dissemination.</p> <p>Use established disability radio stations and contact lists of disability institutions.</p> | Advocacy and volunteer organizations, civil society organizations, women's groups, organizations for persons with disabilities, community radio stations, SDRMC, CPA |
| To enable the population in remote areas to act when receiving weather alert information. | Promote traditional warning communication methods such as bamboo knocking in remote areas. Each household ensures that bamboo is at their disposal at the entrance of their house, and that community awareness-raising about bamboo usage is provided for effective implementation of such traditional methods.                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                      |

### Action 3.3: Improve coverage of agrometeorology bulletins in remote areas

| Purpose                                        | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Partnership                                                                              |
|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| To ensure weather alerts reach female farmers. | <p>Simplify warning messages to Invest in technology innovation and alert systems at the Suco level.</p> <p>Undertake mapping and collection of data on women farmers, and create WhatsApp groups for women farmers for dissemination of weather alerts.</p> <p>Introduce a participatory gender-transformative approach using the Gender Action Learning System methodology for dissemination of information to households using drawings, pictures and paintings.</p> <p>Identify male members of communities as champions for community awareness-raising.</p> <p>Invest in information and communications technology to build resilience of women farmers by developing and replicating mobile platforms such as the “Buy from Women” initiative.</p> | <p>MAF, women’s group organizations</p> <p>MAF, technology providers, women’s groups</p> |

### Action 3.4: Update weather alerts in plain and simple language

| Purpose                                                                                      | How to implement                                                                                                                                                                                                                                                                         | Partnership                                                                           |
|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| To make weather alerts clearer and easier to understand for all, especially in remote areas. | <p>Simplify warning messages to make them clearer and easier to understand. For example: “Heavy rain and strong wind, stay indoors as much as possible.”</p> <p>Regular updates by NDMG, MAF/ALGIS, DRM Task Force and NOCCP.</p> <p>Extend coverage to Telemor and Telkomcel users.</p> | <p>NDMG, MAF/ALGIS, DRM Task Force, NOCCP, CPA, Timor Telecom, Telemor, Telkomcel</p> |

# Component 4: Preparedness and response

Women, older persons, children and persons with disabilities should be part of the preparedness and response process. Therefore, these vulnerable populations should be included in the planning and designing of preparedness and response operations.

## Checklist for inclusiveness in preparedness and response

### Preparedness

| Question                                                                                                                                      | Yes | No | Partially | Unknown |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Does your organization have a gender focal person on staff?                                                                                   |     |    |           |         |
| Does your organization have a disability focal person on staff?                                                                               |     |    |           |         |
| Are plans, procedures and guidance for preparedness and readiness produced with the participation of people of diverse genders?               |     |    |           |         |
| Are plans, procedures and guidance for preparedness and readiness produced with the participation of persons with disabilities?               |     |    |           |         |
| Do plans, procedures and guidance for preparedness and readiness advise actions for people of specific genders?                               |     |    |           |         |
| Do plans, procedures and guidance for preparedness and readiness advise disability-specific actions?                                          |     |    |           |         |
| Do local women's groups and organizations representing gender-diverse people participate in public awareness-raising and education campaigns? |     |    |           |         |
| Do local groups and organizations of persons with disabilities participate in public awareness-raising and education campaigns?               |     |    |           |         |
| Are evacuation procedures and routes tested, accepted and practised by people of diverse genders?                                             |     |    |           |         |
| Are evacuation procedures and routes tested, accepted and practised by all persons with disabilities and those with caring responsibilities?  |     |    |           |         |
| Are procedures for in-home and out-of-home sheltering tested, accepted and practised by people of diverse genders?                            |     |    |           |         |
| Are procedures for in-home and out-of-home sheltering tested, accepted and practised by persons with disabilities?                            |     |    |           |         |



|                                                                                                                                                                                                                                                                                                   |  |  |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|
| Do people of any gender have access to hygiene and other essential products for their specific needs, safety and security for at least two weeks without external support?                                                                                                                        |  |  |  |  |
| Do all persons with disabilities have available the hygiene and other essential products and technologies for their specific needs, safety and security for at least two weeks without external support (for example, single-use catheters, disinfectant wipes, batteries and portable chargers)? |  |  |  |  |

## Response

| Question                                                                                                                                     | Yes  | No | Partially | Unknown |
|----------------------------------------------------------------------------------------------------------------------------------------------|------|----|-----------|---------|
| Is warning information issued in formats, modes, languages and media that will reach all persons with disabilities?                          | Yes? |    |           |         |
| Does warning advice address people of diverse genders?                                                                                       | Yes? |    |           |         |
| Does warning advice address the needs of all persons with disabilities?                                                                      | Yes? |    |           |         |
| Are responses monitored to check that people of diverse genders are fully included in actions?                                               | Yes? |    |           |         |
| Are responses monitored to check that all persons with disabilities are fully included in actions?                                           | Yes? |    |           |         |
| Are contingency plans in place to support people who are excluded or discriminated against on the basis of their gender? <small>yes?</small> | No?  |    |           |         |
| Are contingency plans in place to support people who are excluded or discriminated against on the basis of a disability? <small>yes?</small> | No?  |    |           |         |
| Do after-action reviews and lessons reveal successes and areas of improvement for gender-inclusive warnings?                                 | Yes? |    |           |         |
| Do after-action reviews and lessons reveal successes and areas of improvement for disability-inclusive warnings?                             | Yes? |    |           |         |
| Do different genders participate in after-action reviews and exercises?                                                                      | Yes? |    |           |         |
| Do persons with a range of disabilities participate in after-action reviews and exercises?                                                   |      |    |           |         |

## Actions for inclusiveness in preparedness and response

### Action 4.1: Ensure meaningful representation of vulnerable groups in local DRM mechanism

| Purpose                                                                                          | How to implement                                                                                                                                                                     | Partnership                  |
|--------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| To ensure GESI issues are considered in DRM plans, including preparedness and contingency plans. | <p>Conduct and lead regular MDRMC meetings based on relevant laws, with representation from OPDs and women's groups.</p> <p>Make GESI a mandatory agenda item of MDRMC meetings.</p> | Municipality presidents, CPA |

### Action 4.2: Make disaster preparedness and response services gender- and disability-responsive

| Purpose                                                                                                | How to implement                                                                                                                                                                                                                                                                 | Partnership                                                                                                                  |
|--------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| To ensure that the needs of vulnerable populations are integrated into anticipatory and early actions. | <p>Ensure the anticipatory action guidelines are gender- and disability-responsive by identifying and integrating the specific needs of vulnerable populations.</p> <p>Conduct a quick assessment and mapping of the affected populations to understand their special needs.</p> | Cruz Vermelha de Timor-Leste (Red Cross Timor-Leste), government agencies, organizations representing vulnerable populations |
| To deepen understanding of the crisis and enhance current humanitarian response plans.                 | Include local women's groups and organizations for persons with disabilities in the assessment process.                                                                                                                                                                          | Local women's groups and organizations for persons with disabilities.                                                        |

## Action 4.2: Make disaster preparedness and response services gender- and disability-responsive

| Purpose                                                                                                                                                    | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                              | Partnership                                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| To ensure facilities accommodate the needs of women, children, older persons and persons with disabilities for privacy, confidentiality and accessibility. | <p>Design facilities to protect the privacy of victims of gender-based violence in emergencies and treat all information as highly confidential. (Use the existing and SOPs for gender-based violence in emergencies by the International Organization for Migration and the United Nations Population Fund).</p> <p>Ensure separate sanitation facilities have locks and ramps. Have communal space in the evacuation facilities and have street lights.</p> | <p>Ministry of Social Solidarity and Inclusion (MSSI), Ministry of Health (MoH)</p> <p>CPA, local authorities, OPDs</p> |
| To make aid packages more presentable and inclusive for vulnerable populations.                                                                            | Provide an inclusive package for vulnerable populations and improve existing packages based on the needs of women, older persons and persons with disabilities (see annex III).                                                                                                                                                                                                                                                                               | CPA, GESI department                                                                                                    |
| To support older persons, women and children who are beneficiaries of social subsidies during disasters.                                                   | <p>Ensure disaster victims continue to receive social subsidies, even if their legal documents are destroyed or lost.</p> <p>Coordinate with the Ministry of State Administration and the Ministry of Justice to speed up replacement of documents lost.</p>                                                                                                                                                                                                  | MSSI, Ministry of Justice, Ministry of State Administration                                                             |
| To ensure continuity of essential services.                                                                                                                | Provision of social subsidies, health services and agricultural assistance.                                                                                                                                                                                                                                                                                                                                                                                   | MSSI, MoH, MAF                                                                                                          |
| To ensure the availability of essential items and information in evacuation centres.                                                                       | Distribute emergency medication and kits to victims using Sphere Standards (see <a href="https://www.spherestandards.org/">https://www.spherestandards.org/</a> ) for humanitarian actions.                                                                                                                                                                                                                                                                   | MoH                                                                                                                     |

### Action 4.3: Enhance and strengthen understanding of inclusive warnings and actions

| Purpose                                                                                                                   | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Partnership                                           |
|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| To support groups and individuals with gender- or disability-specific needs so they understand the actions they can take. | <p>Integration into the school curriculum.</p> <p>Regularly conduct public awareness and educational campaigns to enhance local knowledge of hazards and warnings.</p> <p>Build improved engagement activities that give a better sense of how different users understand the warning and what actions they want to take (not necessarily the ones they would be told to take). This provides a learning opportunity for enhancing warning systems.</p> <p>Understand how people process warnings and how they act, as this will help develop more effective warnings, preparedness and response.</p> | Ministry of Education, local organizations and groups |

### Action 4.4: Ensure effective and efficient coordination during post-recuperation due to extreme weather hazards

| Purpose                                                                                 | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Partnership                                                                                                                                                              |
|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To support victims in affected areas to ensure smooth coordination and joint responses. | <p>Active leadership of CPA to ensure relevant line ministries' presence in affected areas or evacuation centres.</p> <p>Ensure post-recuperation assistance is inclusive of vulnerable populations' needs. For example, there is a lack of business registration documents for women with small- and medium-sized enterprises, school kits for children, and basic services to meet the needs of older persons and persons with disabilities should be made available.</p> <p>Coordinate with relevant line ministries to provide disaster relief programme or subsidies assistance to victims affected by disasters.</p> | CPA, Ministry of Tourism, Commerce and Industry, MAF, Secretary of State for Gender Equality (SSGE), Rede Feto (Timor-Leste's women's network), relevant line ministries |

# Governance and coordination

The governance component is crucial in a MHEWS for several reasons, complementing other components such as risk knowledge, monitoring and warning services, dissemination and communication, and preparedness and response. Considerations should be made to integrate inclusiveness into institutional architecture; human resources capacity-building; and allocation of financial resources to make those actions possible.

## Checklist for inclusive MHEWS governance and coordination

### Warning secured as a long-term national and local priority

| Question                                                                                                                                                                                                                       | Yes | No | Partially | Unknown |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Has a framework for analysing the cost and benefit analysis of warning services been established?                                                                                                                              |     |    |           |         |
| Are data collected and analysed for the economic benefits of gender-inclusive warnings (such as a cost-benefit analysis of previous warnings during hazard events or disasters, or financial recovery following an event)?     |     |    |           |         |
| Are data collected and analysed for the economic benefits of disability-inclusive warnings (such as a cost-benefit analysis of previous warnings during hazard events or disasters, or financial recovery following an event)? |     |    |           |         |
| Are the economic benefits of gender-inclusive warnings amplified for government and political leaders?                                                                                                                         |     |    |           |         |
| Are the economic benefits of disability-inclusive warnings amplified for government and political leaders?                                                                                                                     |     |    |           |         |
| Are examples and case studies of successful gender-inclusive warnings shared with government and political leaders?                                                                                                            |     |    |           |         |
| Are examples and case studies of successful disability-inclusive warnings shared with government and political leaders?                                                                                                        |     |    |           |         |
| Are gender-inclusive warnings integrated into local development planning?                                                                                                                                                      |     |    |           |         |
| Are disability-inclusive warnings integrated into local development planning?                                                                                                                                                  |     |    |           |         |
| Are gender-inclusive warning systems integrated into national development planning?                                                                                                                                            |     |    |           |         |
| Are disability-inclusive warning systems integrated into national development planning?                                                                                                                                        |     |    |           |         |
| Is there a continual annual budget to support the maintenance of gender-inclusive warnings (e.g., staff resources, equipment, monitoring equipment)?                                                                           |     |    |           |         |

|                                                                                                                                                          |  |  |  |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|
| Is there a continual annual budget to support the maintenance of disability-inclusive warnings (e.g., staff resources, equipment, monitoring equipment)? |  |  |  |  |
| Are there gender-inclusive warning role models or “champions” advocating for the benefits of warnings?                                                   |  |  |  |  |
| Are there disability-inclusive warning role models or “champions” advocating for the benefits of warnings?                                               |  |  |  |  |

## Legal and Policy Frameworks to Support Warnings

| Question                                                                                                                                         | Yes | No | Partially | Unknown |
|--------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Is there a legal basis for implementing, maintaining and upgrading gender-inclusive warnings?                                                    |     |    |           |         |
| Is there a legal basis for implementing, maintaining and upgrading disability-inclusive warnings?                                                |     |    |           |         |
| Are there defined responsibilities supporting the inclusion and interests of people of diverse genders in all organizations involved in warning? |     |    |           |         |
| Are there defined responsibilities supporting the inclusion and interests of persons with disabilities in all organizations involved in warning? |     |    |           |         |
| Do defined gender responsibilities include governmental and non-governmental organizations?                                                      |     |    |           |         |
| Do defined disability responsibilities include governmental and non-governmental organizations?                                                  |     |    |           |         |
| Are there monitoring and enforcement frameworks in place to support policies and legislation for gender-inclusive warnings?                      |     |    |           |         |
| Are there monitoring and enforcement frameworks in place to support policies and legislation for disability-inclusive warnings?                  |     |    |           |         |

## Institutional capabilities assessed and enhanced

| Question                                                                                                                   | Yes | No | Partially | Unknown |
|----------------------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Have capacities been assessed for all organizations and institutions involved in supporting gender-inclusive warnings?     |     |    |           |         |
| Have capacities been assessed for all organizations and institutions involved in supporting disability-inclusive warnings? |     |    |           |         |
| Are there training programmes for gender-inclusive warnings?                                                               |     |    |           |         |
| Are there training programmes for disability-inclusive warnings?Yes?                                                       |     |    |           |         |
| Are NGOss and the private sector engaged with and encouraged to contribute to gender-inclusive warnings?                   |     |    |           |         |
| Are NGOs and the private sector engaged with and encouraged to contribute to disability-inclusive warnings?                |     |    |           |         |



## Financial resources secured

| Question                                                                                                       | Yes | No | Partially | Unknown |
|----------------------------------------------------------------------------------------------------------------|-----|----|-----------|---------|
| Are government funding mechanisms for gender-inclusive warnings developed and institutionalized?               |     |    |           |         |
| Are government funding mechanisms for disability-inclusive warnings developed and institutionalized?           |     |    |           |         |
| Has funding at the international or regional level been explored for supporting gender-inclusive warnings?     |     |    |           |         |
| Has funding at the international or regional level been explored for supporting disability-inclusive warnings? |     |    |           |         |
| Do public-private partnerships assist with gender-inclusive warnings?                                          |     |    |           |         |
| Do public-private partnerships assist with disability-inclusive warnings?                                      |     |    |           |         |

## Actions for inclusive MHEWS governance and coordination

### Action 1: Establish and strengthen institutional mechanisms for inclusive MHEWS

| Purpose                                                  | How to implement                                                      | Partnership                     |
|----------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------|
| To have efficient and effective NDMG that operates 24/7. | Approve decree-law to upgrade NDMG to an autonomous institute by MTC. | Council of Ministers, MTC, NDMG |

## Action 1: Establish and strengthen institutional mechanisms for inclusive MHEWS

| Purpose                                                                  | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Partnership                                                                   |
|--------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| To ensure an inclusive comprehensive approach to DRM and implementation. | <p>Approval of National Disaster Risk Reduction Plan (NDRRP) by the Council of Ministers to be inclusive of the Social and Gender Integration Plan (SGIP) framework.</p> <p>Include SSGE in Civil Protection National Councils and NDRMC and hold regular NDRMC network meetings.</p> <p>Allocate annual budget to implement the SGIP in NDRRP planned work.</p> <p>Recruit GESI expert to ensure the SGIP is mainstreamed into NDRRP implementation plan.</p> <p>Recruit monitoring and evaluation expert to work closely with GESI expert and ensure the SGIP is mainstreamed into NDRRP implementation plan, monitor its implementation and report on the results</p> | Ministry of Interior, CPA, SSGE, Civil Protection National Councils and NDRMC |
| To address local needs and social inclusion.                             | <p>Inclusive planning with local stakeholders to mainstream the SGIP into Municipality Disaster Risk Reduction Plan.</p> <p>Allocate specific budget and coordinate with CPA on the SGIP's implementation.</p> <p>Ensure annual budget is allocated for the maintenance of EWS equipment at the Suco level.</p>                                                                                                                                                                                                                                                                                                                                                          | Disaster committees, community leaders, local organizations, CPA              |

## Action 1: Establish and strengthen institutional mechanisms for inclusive MHEWS

| Purpose                                                                                         | How to implement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Partnership                                                                                                                    |
|-------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| To promote inclusive policies and support.                                                      | <p>Allocate budget, prepare Terms of Reference and advertise vacancies for/recruit staff (with gender parity) and GESI adviser.</p> <p>Establishment of a department within CPA to ensure the SGIP is mainstreamed into NDRRP and Municipality Disaster Risk Reduction Plan implementation.</p> <p>Integrate social inclusion aspects into DRR capacity-building and associated training tools.</p> <p>Translate training materials into local languages and make them available to CPA focal points and Suco chiefs.</p> | <p>CPA, GESI experts</p> <p>CPA (national and subnational), NDMG, MAF/ALGIS, NGOs and DRM networks</p> <p>CPA, Suco chiefs</p> |
| To ensure vulnerable populations' needs are met.                                                | Inclusion of women and persons with disabilities in committees.                                                                                                                                                                                                                                                                                                                                                                                                                                                           | SDRMC, MDRMC, local organizations                                                                                              |
| To ensure that inclusive and anticipatory finance is allocated through the annual state budget. | <p>An Executive Director of CPA.</p> <p>Have mechanisms in place for mobilizing financial and other resources for the development and implementation of early warning systems, including through public-private partnerships, and ensure that a specific budget is allocated for GESI and anticipatory action activities in the annual state budget (good examples of gender, child and disability markers in the annual state budget).</p>                                                                               | <p>Ministry of Interior, Ministry of Finance</p> <p>CPA</p>                                                                    |

## Action 2: Strengthen coordination between NDMG, CPA and ALGIS, and ensure long-term sustainability

| Purpose                                                                                      | How to implement                                                                                                                                                                                                                                                                                                       | Partnership                                   |
|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| To ensure centralized and effective coordination for EWS.                                    | Regular verification of roles due to potential changes in government and ministry decree-laws, through high-level coordination led by the Prime Minister.                                                                                                                                                              | CNPA, CPA                                     |
| To make weather alerts clearer and easier to understand for all, especially in remote areas. | Promote joint programmes for early alerts, warning dissemination and awareness-raising.<br><br>Coordinate with the MAF DRM Task Force and expand joint activities beyond 30 Sucos using the Gender Action Learning System methodology of the gender-transformative approach in household planning and decision-making. | NDMG, CPA, ALGIS, MAF DRM Task Force          |
| To ensure smooth coordination of roles and responsibilities of CPA, NDMG and MAF.            | Joint Memorandum of Understanding to be signed by three line ministries to ensure effective implementation of EWS.<br><br>NDMG to lead and coordinate with all development partners and NGOs to encourage coordination on an integrated database system for NDMG, CPA and MAF to plan ahead for risk knowledge.        | CPA, MAF, NDMG, MAE                           |
| To ensure long-term priority and resource allocation, and build strong institutions.         | Ensure the sustainability and maintenance of early warning systems through continuous investment, funding and capacity-building efforts. This includes securing annual budget support and exploring donor funding opportunities.                                                                                       | NDMG, CPA, ALGIS, public-private partnerships |

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# Annex I:



## Contact details of Associação de Deficientes de Timor-Leste (Timor-Leste Disability Association) organizations providing services and support to persons with disabilities in Timor-Leste

| No.                                               | Organization                                    | Main activities                                                                                           | Address           | Contact details                                                                                                                                                                |
|---------------------------------------------------|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                   | Associação de Deficientes de Timor-Leste        | Advocacy, education, training and members' empowerment                                                    | Mascarenhas, Dili | Cesário da Silva<br>Tel: 670 7755-7355<br>Email: <a href="mailto:cesarioadtl@gmail.com">cesarioadtl@gmail.com</a>                                                              |
| <b>Organizations of persons with disabilities</b> |                                                 |                                                                                                           |                   |                                                                                                                                                                                |
| 1                                                 | Ahisaun                                         | Education, advocacy and handicrafts                                                                       | Comoro, Dili      | Domingos Talo dos Santos (Director)<br>Tel: +670 7742-7544/3310517<br>Email: <a href="mailto:ahisaun.tl_disability@yahoo.com">ahisaun.tl_disability@yahoo.com</a>              |
| 2                                                 | East Timor Blind Union                          | Special education for persons with vision impairment and advocacy                                         | Becora, Dili      | Alex Pereira (Executive Director)<br>Tel: 7794-7265<br>Email: -                                                                                                                |
| 3                                                 | Asosiasaun Halibur Deficiente Matan Timor-Leste | Special education for persons with vision impairment and advocacy                                         | Manleu, Dili      | Gabriel Sousa (Executive Director)<br>Tel: 7844-1946<br>Email: <a href="mailto:defisiensiamatan@gmail.com">defisiensiamatan@gmail.com</a>                                      |
| 4                                                 | Ra'és Hadomi Timor Oan                          | Education, advocacy and promotion of equal opportunities for persons with disabilities and their families | East Lahane, Dili | Joãozito dos Santos (Executive Director)<br>Tel: +670 3310456; Mob: +670 7732-9907,<br>Email: <a href="mailto:joaozitorhtodpo2006@gmail.com">joaozitorhtodpo2006@gmail.com</a> |
| 5                                                 | Halibur Defisiénsia Oecusse                     | Education, advocacy and promotion of economic opportunities                                               | Oecusse           | Pascoela (Manager)<br>Tel: 7529-6850<br>Email: -                                                                                                                               |
| 6                                                 | Klibur Defisiénsia Tilun Timor-Leste            | Advocacy and special services for persons with hearing impairments                                        | Bairo Pite, Dili  | Crecencia Madeira de Deus (Director)<br>Tel: 75401931/7750-5842<br>Email: <a href="mailto:defisiensiatiluntimorleste@gmail.com">defisiensiatiluntimorleste@gmail.com</a>       |

| No.                                   | Organization                                                   | Main activities                                                                            | Address             | Contact details                                                                                                                                         |
|---------------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7                                     | Asosiasaun Halibur Defisiénsia Rajiaun Oeste Maliana           | Capacity-building, special education and advocacy                                          | Tunubibi-Maliana    | Sebastiano Goveia Leite (Director)<br>Tel: 7782-0909<br>Email: -                                                                                        |
| 8                                     | Centro Dezenvolvimentu Inkluzivu Timor-Leste                   | Capacity-building, special education and advocacy                                          | Becusse, Dili       | Martinho A. O. Gusmão (Director)<br>Tel: 7724-7866<br>Email:                                                                                            |
| 9                                     | Associação Clibur da Capacitação da Deficientes de Timor-Leste | Capacity-building, special education and advocacy at the municipal level                   | Vila Nova, Baucau   | Tomas Aparacio (Founder and President)<br>Tel: 7727-1927<br>Email: <a href="mailto:aparacio@gmail.com">aparacio@gmail.com</a>                           |
| 10                                    | Klibur Dezenvolvimentu Sustentável Timor Oan                   | Capacity-building, special education and advocacy                                          | Santa Rosa, Suai    | Alfredo dos Santos (Director)<br>Tel: 7846-5854<br>Email: -                                                                                             |
| 11                                    | Asosiasaun Esperansa Feto Defisiénsia                          | Capacity-building, education, advocacy, referrals for women and children with disabilities | Bidau, Dili         | Madalena da Costa (Director)<br>Tel: 7816-5825<br>Email: -                                                                                              |
| 12                                    | Asosiasaun Klibur Haforsa Defisiénsia Aileu                    | Capacity-building, education, advocacy, referrals and economy                              | Seloi Malere, Aileu | Joana da Costa (Director)<br>Tel: 7652-3276<br>Email: -                                                                                                 |
| 13                                    | Community Base Rehabilitation Network Timor-Leste              | Advocacy for the protection and promotion of the rights of women and girls in Timor-Leste  | Fatuhada, Dili      | Norberta Vicente Soares da Cruz (Executive Director)<br>Tel: +670 7786 3075/7794 3811<br>Facebook: Community Based Rehabilitation Network Timor-Leste . |
| 14                                    | Asosiasaun Defisiensia Fiar Timor-Leste                        | Advocacy, referrals and training                                                           | Vila Nova, Baucau   | José Frederico de Sous (Director)<br>Tel: 77242605<br>Email: <a href="mailto:jfredericodsousa@gmail.com">jfredericodsousa@gmail.com</a>                 |
| <b>Non-governmental organizations</b> |                                                                |                                                                                            |                     |                                                                                                                                                         |
| 15                                    | Klibur Domin                                                   | Health – tuberculosis, motor and psychosocial disabilities                                 | Tibar, Liquiçá      | Joaquim Freitas Soares (Executive Director)<br>Tel: +670 7723 2016<br>Email: <a href="mailto:kliburdomin@gmail.com">kliburdomin@gmail.com</a>           |

| No.                                                | Organization                               | Main activities                                                                                                                | Address             | Contact details                                                                                                                                                                                             |
|----------------------------------------------------|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16                                                 | Asosiasaun Ema Afeita Lepra Timor-Leste    | Capacity-building, referrals, economy and advocacy for persons affected by leprosy                                             | Bemori, Dili        | Joél dos Santos (Director)<br>Tel: 7707 4821<br>Email: -                                                                                                                                                    |
| 17                                                 | Klibur Alzeizadus Timor Loro Sa'e          | Education and promotion of economic opportunities for persons with disabilities through the production of handicrafts for sale | Darasula, Baucau    | Laurentino Guterres (Executive Director)<br>Tel: +670 3313036; Mob: +670 7723 3857<br>Email: <a href="mailto:glaurentino@yahoo.com_or_katillosa@yahoo.com">glaurentino@yahoo.com_or_katillosa@yahoo.com</a> |
| 18                                                 | Pradet                                     | Counselling and mental health therapy                                                                                          | Manleu, Dili        | Manuel dos Santos (Executive Director)<br>Tel: +670 77240331<br>Email: <a href="mailto:pradettimorl_lorosae@yahoo.com">pradettimorl_lorosae@yahoo.com</a>                                                   |
| 19                                                 | Clínica Cafe Timor                         | Health services                                                                                                                | Bidaun, Dili        | Marce Soares (Clínica Cafe Timor Members' Service Division Manager)<br>Tel: +670 7815 4510<br>Email: <a href="mailto:marce_npsoares@yahoo.com">marce_npsoares@yahoo.com</a>                                 |
| 20                                                 | Asosiasaun Naroman ba Futuru               | Education and capacity-building for persons with disabilities                                                                  | Comoro, Dili        | Jónio Soares Carvalho<br>Tel: 78256886<br>Email: -                                                                                                                                                          |
| 21                                                 | Asosiasaun Trasforma Lepra Timor-Leste     | Advocacy for the rights of persons affected by leprosy and economic activities                                                 | Bairo Pite, Dili    | Luiza Teresinha Gusmão (President, Board of Advisers)<br>Tel: +670- 7706 7402<br>Email: <a href="mailto:atle.timorleste@gmail.com">atle.timorleste@gmail.com</a>                                            |
| 22                                                 | Joventude Luta ba Fututu Saude Timor-Leste | Advocacy and awareness for psychosocial disabilities and health services                                                       | Dili                | Filomena M. Gonzaga (Programme Manager)<br>Tel: 78317270<br>Email: -                                                                                                                                        |
| <b>Religious congregations and/or institutions</b> |                                            |                                                                                                                                |                     |                                                                                                                                                                                                             |
| 23                                                 | Alma Sisters                               | Therapy for children with intellectual disabilities and education                                                              | Pantai Kelapa, Dili | Mother Bergita (Mother Superior)<br>Tel: +670 7754-6488/7706-0608/ 3313024<br>Email: <a href="mailto:alma_dili@yahoo.com">alma_dili@yahoo.com</a>                                                           |

| No.                                                 | Organization                                  | Main activities                                                                           | Address           | Contact details                                                                                                                                      |
|-----------------------------------------------------|-----------------------------------------------|-------------------------------------------------------------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| 24                                                  | Putri Maria dan Yosef                         | Education and therapy for children with hearing impairment                                | Buruma, Baucau    | Mother Anas (Mother Superior)<br>Tel: 7333-6476/7333-6478<br>Email: <a href="mailto:sranaspm@gmail.com">sranaspm@gmail.com</a>                       |
| 25                                                  | Klínika Uma Ita nian Santu Francisco de Assis | Education, therapy for children with intellectual disabilities, and health                | Aileu             | Quida Xavier Pereira (Programme Motivator)<br>Tel: - 78369475<br>Email: <a href="mailto:quidaxavierartc@yahoo.co.id">quidaxavierartc@yahoo.co.id</a> |
| 26                                                  | Centro Reabilitação Liman Hamutuk             | Education, health and assistance for persons with disabilities                            | Hera, Dili        | Branca Lopes (Director)<br>Tel: +670 7723-4230/7700-6305<br>Email: <a href="mailto:brancatimor@gmail.com">brancatimor@gmail.com</a>                  |
| <b>Cooperatives and economic sector development</b> |                                               |                                                                                           |                   |                                                                                                                                                      |
| 27                                                  | Cooperativa Crédito Defisiénsia Timor-Leste   | Cooperative, business and economy for persons with disabilities                           | Mascarenhas, Dili | António Pinto<br>Tel: 7707-1158<br>Email: -                                                                                                          |
| <b>Community radio</b>                              |                                               |                                                                                           |                   |                                                                                                                                                      |
| 28                                                  | Radio Komunidade Defisiénsia Timor-Leste      | Transform, disseminate and publish information on the voices of persons with disabilities | Comoro, Dili      | Emerenciana (Manager)<br>Tel: 75817533<br>Email: -                                                                                                   |

# Annex II:

## Contact details of women's organizations in Timor-Leste

| List of Timor-Leste's women's networks |                        |                                                                         |        |         |
|----------------------------------------|------------------------|-------------------------------------------------------------------------|--------|---------|
| No.                                    | Organization           | Contact no.                                                             | Office | Remarks |
| 1                                      | AMST                   | <b>Institutional memory and founders of Timor-Leste women's network</b> |        |         |
| 2                                      | Associação das Madres  |                                                                         |        |         |
| 3                                      | ET-WAVE                |                                                                         |        |         |
| 4                                      | FETO Disapora          |                                                                         |        |         |
| 5                                      | OMT                    |                                                                         |        |         |
| 6                                      | Associação Juristas    |                                                                         |        |         |
| 7                                      | Orfanato Santa Bakhita |                                                                         |        |         |
| 8                                      | UNFETIL                |                                                                         |        |         |
| 9                                      | FPSH                   |                                                                         |        |         |
| 10                                     | FHAM                   |                                                                         |        |         |
| 11                                     | IS-MAIK                |                                                                         |        |         |
| 12                                     | OPMT                   | +670 7705 0138                                                          | Dili   | Active  |
| 13                                     | FOKUPERS               | +670 7726 6475                                                          | Dili   | Active  |
| 14                                     | GFFTL                  | +670 7815 8533                                                          | Dili   | Active  |
| 15                                     | Sagrada Família        | +670 7728 8880                                                          | Dili   | Active  |
| 16                                     | PAS                    | +670 7730 4493                                                          | Dili   | Active  |
| 17                                     | ALOLA Foundation       | +670 7728 3591                                                          | Dili   | Active  |
| 18                                     | APSC TL                | +670 7732 7902                                                          | Dili   | Active  |
| 19                                     | FEEO                   | +670 7793 3731                                                          | RAEOA  | Active  |
| 20                                     | FKSH                   | +670 7816 3248                                                          | Dili   | Active  |
| 21                                     | HAFOTI                 | +670 7712 7959                                                          | Dili   | Active  |
| 22                                     | FHF                    | +670 7724 0512                                                          | Dili   | Active  |
| 23                                     | HMF                    | +670 7732 3088                                                          | Dili   | Active  |
| 24                                     | Ba Futuru              | +670 3323855                                                            | Dili   | Active  |

| List of Timor-Leste's women's networks                         |                          |                |                |         |
|----------------------------------------------------------------|--------------------------|----------------|----------------|---------|
| No.                                                            | Organization             | Contact no.    | Office         | Remarks |
| 25                                                             | HMF                      | +670 7843 9470 | Dili           | Active  |
| 26                                                             | CNSR                     | +670 7725 7186 | Dili           | Active  |
| 27                                                             | LE-ZIAVAL                | +670 7752 2969 | Dili           | Active  |
| 28                                                             | Esperança                | +670 7733 7807 | Dili           | Active  |
| 29                                                             | FHO                      | +670 7829 4942 | Dili           | Active  |
| 30                                                             | KDP                      | +670 7700 3317 | Baucau         | Active  |
| 31                                                             | AEMTL                    | +670 7746 7999 | Dili           | Active  |
| 32                                                             | LEDAK                    | +670 7718 4552 | Covalima, Suai | Active  |
| 33                                                             | FPWO                     | +670 7726 8665 | RAEOA          | Active  |
| 34                                                             | MANEO                    | +670 7588 3178 | RAEOA          | Active  |
| 35                                                             | Empreza Di'ak            | +670 7837 2882 | Dili           | Active  |
| 36                                                             | FHM                      | +670 7672 1444 | Bobonaro       | Active  |
| 37                                                             | FUNDAMOR                 | +670 7750 6901 | Lautem         | Active  |
| 38                                                             | Fundasaun Uma Pas Baucau | +670 7708 6416 | Baucau         | Active  |
| 39                                                             | AUFD                     | +670 7728 5437 | Baucau         | Active  |
| 40                                                             | JLHFS TL                 | +670 7789 7409 | Dili           | Active  |
| 41                                                             | ASSOFAC                  | +670 77508170  | Dili           | Active  |
| 42                                                             | GMEPTL                   | +670 7705 0138 | Dili           | Active  |
| 43                                                             | ABD                      | +670 7777 2226 | Liquiçá        | Active  |
| 44                                                             | AEFD                     | +670 7816 5825 | Dili           | Active  |
| 45                                                             | ADFL                     | +670 7705 7067 | Manufahi       | Active  |
| 46                                                             | BANO                     | +670 7808 9897 | RAEOA          | Active  |
| Total members of Rede Feto (Timor-Leste's women's network): 46 |                          |                |                |         |



# EMERGENCY PREPAREDNESS:

## Women and children



### Annex III:

#### Food and non-food items

##### Standard emergency kit



###### First aid kit



Tweezers



Scissors



Thermometer



Bandage



Pain reliever



Gauze pads



Antiseptic wipes



Disposable gloves

###### Food and water



Water bottles



Non-perishable food items



Water purification tablets

###### Clothing and shelter



Emergency blanket



Sleeping bag



Tent



Waterproof jacket



Warm clothing

##### Food items



Fortified rice



fiber-rich crackers



protein-rich foods



fruits



oatmeal biscuits



water



meats and beans (canned meat, chicken, tuna)



vegetables



cooking oil



milk



medication

##### Emergency list

To feed a family of 5 for a year

###### Dairy

3,650 servings



Milk, cheese, shake

###### Protein

5,475 servings



Chicken, turkey, beef, ham

###### Veggies

9,125 servings



Peas, corn, green beans, broccoli

###### Fruits

7,300 servings



Pineapple, peaches, bananas, raspberries, strawberries

###### Breads

16,425 servings



Oatmeal, rice, creamed wheat, pasta, granola

###### Water

1,825 gallons



##### Non-food items



cooking pot



emergency utensil set



mattress



sanitary pack and hygiene and dignity kit (soap, shampoo, toothbrush)



insulated hot water bottle 500ml



clothes



blanket



school packages for children (school bags, shoes, books, pencils, eraser, glue, folder, colouring pencils, drawing books, rulers, scissors)



camping stove



undergarments



diapers for children

# EMERGENCY PREPAREDNESS:

## Older persons



### Standard emergency kit



#### First aid kit



Tweezers



Scissors



Thermometer



Bandage



Pain reliever



Gauze pads



Antiseptic wipes



Disposable gloves

#### Food and water



Water bottles



Non-perishable food items



Water purification tablets

#### Clothing and shelter



Emergency blanket



Sleeping bag



Tent



Waterproof jacket



Warm clothing



Walking aid

### Food items



Fortified rice



fiber-rich crackers



protein-rich foods



fruits



oatmeal biscuits



water



meats and beans (canned meat, chicken, tuna)



vegetables



cooking oil



milk



medication

#### Emergency list

To feed a family of 5 for a year

##### Dairy

3,650 servings



Milk, cheese, shake

##### Protein

5,475 servings



Chicken, turkey, beef, ham

##### Veggies

9,125 servings



Peas, corn, green beans, broccoli

##### Fruits

7,300 servings



Pineapple, peaches, bananas, raspberries, strawberries

##### Breads

16,425 servings



Oatmeal, rice, creamed wheat, pasta, granola

##### Water

1,825 gallons



### Non-food items



cooking pot



emergency utensil set



mattress



insulated hot water bottle 500ml



clothes



blanket



camping stove



small portable mini FM radio and MP3 player for visually disabled person



diapers for cognitively impaired person



sanitary pack and hygiene and dignity kit (soap, shampoo, toothbrush, toothpaste, bandages, underwear, hand sanitiser, tissues)

# EMERGENCY PREPAREDNESS:

## Persons with disabilities



### Standard emergency kit



#### First aid kit



Tweezers



Scissors



Thermometer



Bandage



Pain reliever



Gauze pads



Antiseptic wipes



Disposable gloves

#### Food and water



Water bottles



Non-perishable food items



Water purification tablets

#### Clothing and shelter



Emergency blanket



Sleeping bag



Tent



Waterproof jacket



Warm clothing



Wheelchair

### Food items



Fortified rice



fiber-rich crackers



protein-rich foods



fruits



oatmeal biscuits



water



meats and beans (canned meat, chicken, tuna)



vegetables



cooking oil



milk



medication

#### Emergency list

To feed a family of 5 for a year

##### Dairy

3,650 servings



Milk, cheese, shake

##### Protein

5,475 servings



Chicken, turkey, beef, ham

##### Veggies

9,125 servings



Peas, corn, green beans, broccoli

##### Fruits

7,300 servings



Pineapple, peaches, bananas, raspberries, strawberries

##### Breads

16,425 servings



Oatmeal, rice, creamed wheat, pasta, granola

##### Water

1,825 gallons



### Non-food items



cooking pot



emergency utensil set



mattress



disability devices



insulated hot water bottle 500ml



clothes



blanket



torch light



camping stove



small portable mini FM radio and MP3 player for visually disabled person



diapers for cognitively impaired person



sanitary pack and hygiene and dignity kit (soap, shampoo, toothbrush, toothpaste, bandages, underwear, hand sanitiser, tissues)







