



Report

State Level Consultation on Training Needs Assessment for Virtual Cadre Officials

Venue: Kerala State Disaster Management Authority

Date & Time: 03.05.2019, 11:00 – 13:45

Introduction

The State Disaster Management Plan 2016 of Kerala, Chapter 5, Section 5.3 envisages the setting up of a virtual cadre for disaster management. As a first step, a Training Needs Assessment process has been initiated to understand the existing level of knowledge and the required capacities for carrying out the tasks related to Disaster Risk Reduction as specified in the G.O¹ related to Virtual Cadre. A tool for carrying out training needs assessment has been developed and shared with Virtual Cadre officials and Nodal officers from the line departments for seeking inputs.

Objectives of the consultation:

- To introduce the Virtual Cadre officials about the G.O. related to setting up of Virtual Cadre and their role in Disaster Risk Reduction
- To share the Training Needs Assessment Questionnaire (Tool) with the officials and seek feedback for improving the tool
- To discuss the modalities for carrying out TNA and the anticipated outputs from the TNA Process.

Agenda and discussions

The consultation started with welcome remarks by Ms. Parvathy S, Hazard & Risk Analyst, SEOC, KSDMA.

Dr. Sekhar L. Kuriakose, Member Secretary, Kerala State Disaster Management gave an overview of the Virtual Cadre Concept, functions and how the cadre is going to support the departments in the state with respect to mainstreaming disaster risk reduction. He also explained about the capacity

¹ G.O (Rt) No. 56/2017/DMD; dated 25th November 2017

building programmes planned for the officials and also the need for carrying out Training Needs Assessment.

Ms. Anupama N, Hazards Analyst delivered a presentation on the Virtual Cadre Officials, their qualification and experience, minimum years of service and their role in disaster risk reduction.

Ms. Sreeja S. Nair, DRR Specialist United Nations Development Programme presented on the concept and need of TNA and steps in carrying out TNA in the context of Virtual Cadre Officials. She has also briefed the participants about the TNA Tools developed.

The technical presentations were followed by a Group Discussion amongst the participants. Officials from the Nodal Departments and Virtual Cadre Officials shared their feedback for making amendments to the format and also few specific inputs related to their sector specific issues.

Recommendations made by the participants are given below

Soil Conservation Department

1. There should be one question on the qualification of the officials in the general section.
2. There is a need to provide trainings on State Disaster Management Plan and District Disaster Management Plan since the officials do not have knowledge about these areas
3. Trainings to be made department specific and practical. Kerala Specific Training is important
4. Seasonality Calendar for disasters to be made as part of the training.

Public Works Department

The open ended questions in the TNA tool is more focussed on the recovery. There should be questions on prevention and mitigation. PWD officials may require trainings on disaster resilient construction methodology and how to construct temporary structures immediate after the disasters. Sensitizing virtual cadre officials alone is not enough. Their senior officials also needs to be made aware of their roles so that they can implement the activities.

Ground Water Department

Landslide Prone Areas needs to identified and the information may be shared with the department. Ground Water Department Officials require trainings on drought related interventions. According to the virtual cadre officials, Fund is constraint for the department. Training of GIS Applications in disaster management will be useful considering the potential of Geospatial tools in Disaster Management.

Revenue Department

Revenue department officials are facing challenges due to the lack of subject knowledge specifically in the areas of geological and hydro-met disasters. Many times they are answerable to questions related to landslide occurrence, causes impacts etc. Revenue department may be provided with such information. Highly technical training programmes offered by National Remote Sensing Centre and similar scientific organisations on applications of GIS, Remote Sensing etc. are not beneficial to them. If the officials from KSDMA can provide basic training on understanding and use of hazard maps and HVRA analysis, that will be sufficient.

Department of Mines and Geology

Presently, the department is not much involved in preparation of disaster management plans at the state or district level, however, mining related land subsidence, mine flooding etc. are the disasters which the department has to tackle. So trainings on mining disasters may be included.

Health Department

According to Health Department, the Questionnaire needs to be modified for addressing the specific needs of Health Department. Training suggested by the official are (i) Medical Preparedness (ii) Post traumatic stress disorders (iii) epidemiological surveillance.

Training on developing Hospital Disaster Management Plans with focus on offsite and field level issues shall be addressed. There is a need to carry out training at all levels including ASHA workers. Basic and Advanced Life Saving training to be provided at various levels.

Irrigation Department

Irrigation department has 3 separate areas (i) Dam Safety (ii) Rivers and (iii) Minor Irrigation. Training Needs Assessment as well capacity development needs to done separately.

Officials of the Virtual Cadre and Nodal officials mentioned about the issues related to data sharing between the departments although it is beyond the scope of TNA.

Mr. Joe George, State Project Officer of UNDP - KSDMA delivered the concluding remarks with key action points and time line for completing the TNA process. Some of the officials suggested that the questionnaire shall be translated in Malayalam before sending to districts. The questionnaire will be finalised based on the recommendations of the consultation and will be send to departments by 9 May 2019. The completed questionnaire will be send back by 24 May from the departments to KSDMA. UNDP Experts and Hazard Analyst will provide all the necessary support to departments for the completing the TNA Questionnaire. Besides the questionnaire, KSDMA- UNDP officials will carry out Focus Group Discussions as well as Key Informant Interview of the Nodal Officials for supplementing to the TNA process.

The Consultation was concluded with proposing vote of thanks by Mr. Joe George.

Enclosures

1. TNA Questionnaire
2. List of Participants

Training Needs Assessment – Concept

1.0 CONTEXT:

The State Disaster Management Plan 2016 of Kerala, Chapter 5, Section 5.3 envisages setting up of a virtual cadre for disaster management. The virtual cadre will comprised of 15 selected officers one each from each department at district level and one from the state level. This officials will be departmental champions for disaster management who shall be as responsible for supporting the district and state disaster management authorities in disaster management and also for mainstreaming disaster management in their respective sectors. The KSDMA will ensure that these individuals are adequately trained in matters related to disaster management. Kerala State Government issued an executive order under Section 16 of the DM Act, 2005 formalizing the virtual cadre with officials for 25 line departments on 25 November 2017. All departments were given direction to select and intimate the members nominated to the virtual cadre to KSDMA.

The virtual cadre will support the concerned departments in carrying out the following activities

- (i) support district disaster management authority in preparation of DDMP
- (ii) during emergency support DDMA and work with the departments
- (iii) during emergency inform the directions and decisions taken by the SEC and coordinate with district level line departments
- (iv) develop and update departmental disaster management plans
- (v) prepare training calendar for district and assure necessary arrangements for training
- (vi) provide necessary support and advice to departmental head and make sure that the activities under the departmental plan is not resulting in increase of disaster risk
- (vii) implement the projects of the DDMA for the concerned departments

2.0 Need for the analysis

Kerala State Disaster Management Authority will be providing trainings to the officials of Virtual cadre to develop capacity to carry out the above said functions. Training Needs Assessment will be carried out to understand the present capacities and to address the gaps to carry out the tasks as envisaged in the GO (G.O (Rt) No. 56/2017/DMD; Dated 25th November 2017) pertaining to Virtual Cadre. Based on the performance gaps and training needs, sector specific training modules shall be developed.

A questionnaire for carrying out departmental level TNA is enclosed.

Annexure | TNA Tool

Training Needs Assessment Questionnaire

1. General Information

Name		Gender	M/F
Designation:			
Mobile No.		e-mail id	
Department:			
On Deputation	Yes/No		
Number of years in this position			
Job description (roles and responsibilities) and role in disaster risk management			

2. Training attended in past related to Disaster Risk Reduction (DRR) and/or Climate Change Adaptation (CCA) or related subjects

Name of training	Trainer/Organization/ Institution	Duration	Learning (What did you learn about/ Key topics/Subjects)

3. Please self-assess by using *low, medium or high*, your level of knowledge for each of the item in the table given below:

	Topic	Level (L/M/H)	Remarks / Explanation
a.	Basic knowledge of about hazards and disasters particularly in Kerala		
b.	Relevant Policies and Plans related to Disaster Risk Reduction (DRR)		
c.	Programmes/initiatives/approaches related to DRR and climate change adaptation in the department		

d.	Formulation and updating of Disaster Management Plans at District level		
e.	Develop and update departmental DM Plans		

4. Please assess your Department/Organization's level of knowledge/competency on CCA/DRR related topics (*Low/Medium/High*)

	Topic	Level (L/M/H)	Remarks, if any
a.	Basic knowledge on disasters and its impacts specific to sector		
b.	Relevant Policies and Plans related to DRR and CCA		
c.	Programmes/initiatives/approaches related to DRR and CCA		
d.	Developing department's plan considering the disaster risks to your sector/ department's work/ area		

5. Assessment of local issues:

<p>a. What are the 'problems' or 'challenges' that your Department faces in its scope of operations (select as many as applicable)? (Example: river flooding, waterlogging, droughts, water scarcity, extreme heat, cyclones, issues, etc.).</p>
<p>b. For each of the above problem areas, please mention the main influencing factor(s) that increase the problems/challenges in your work (like drainage, presence of a river, large slum areas, etc); please mention a maximum of three factors.</p>
<p>c. For each of the problem/challenge identified above, please cite at least one example on how you commonly deal with these problems.</p>

--

d. Briefly mention how your department/ sector was affected by recent floods and landslides?

--

e. What is the strategy adopted by your departments to recover from the impacts?

--

f. List the challenges for your department/organization in effectively managing the above problems (such as: knowledge/skill, information, technology, funds, guidelines/ manuals, time, leadership, sufficient manpower or other)

g. Is your department/organization engaged in any specific activities to address issues related to disaster risk reduction and climate change? If yes, please elaborate.

h. What are the key priorities for your department/organization at present?

i. Have you received any directive to link your Department's plans with SDMP (Disaster Management Plan)? Y/N

5. What are training programme topics your department requires to develop the capacity of virtual cadre officials to carry out the tasks

No.	Topic	Target audience	Priority (H/M/L)	Remarks (Reasons for this specific topic)
1	Basic Disaster Management Course			
2	Training on Formulation of District DM Plans			
3	Training on Emergency Response			
4	Training on formulation Departmental DM Plans			
5	Training on Mainstreaming DRR			
6	Any other sector specific course			
7	Any hazard specific training			

Annexure 2 | Participants

SI No:	NAME	DESIGNATION & ORGANISATION	CONTACT NUMBER	EMAIL ID
1	DR. SUKESH RAJ	DEPUTY DMO(HEALTH), HEALTH SERVICE DEPT	9447201733	sukesh78@gmail.com
2	DINIL KUMAR D J	CLERK, COLLECTORATE, TVM	9544428450	dinildj@gmail.com
3	AJITH KUMAR R	EXE. ENGINEER, IRRIGATION DEPT, (PLANNING & IT) TVM	9447450278	aivilaajith@gmail.com
4	SUDHA S	DEPUTY CHIEF ENGINEER, PWD ROADS, TVM	9447591510	dceroads.pwd@kerala.gov.in
5	ANITHA KUMARI K	EXE. ENGINEER, CE (BRIDGES) PWD	9495991594	cebridges.pwd@kerala.gov.in

6	ASWIN ISSAC G L	FIRST GRADE DRAFTSMAN, EE, PWD, KLC CONSTRUCTION	8893651170	issac.aswin7@gmail.com
7	ROY MATHEW	DIST. SOIL CONSERVATION OFFICER, TVM	9447205586	dscotvpm@gmail.com
8	SUGHADA PRADEEP	ASST. GEOLOGIST, DIRECTORATE OF MINING AND GEOLOGY	9746688572	sughada@yahoo.com
9	PRADEEP G S	HAZARD ANALYST, SEOC, KSDMA	9895817557	pradeepgsgeo@gmail.com
10	SHYJU P	ASST. GEOLOGIST, DIRECTORATE OF MINING AND GEOLOGY	9645219083	shyjugd@gmail.com
11	M S SHAJU	DEPUTY TAHASILDAR TVM, STATE VIRTUAL	9895033979	shajumandharam@gmail.com
12	ANTONY AUSTIN	ADDL. DIR. SOIL SURVEY AND SOIL CONSERVATION	9447545037	austinmanj@gmail.com
13	VINOD S	ASST. DIRECTOR OF SOIL CONSERVATION AND SOIL SURVEY	9447309823	vinodsk69@gmail.com
14	ANNIE GEORGE	UNDP	9442100079	annie@bedroc.in
15	RONU MATHEW	KSDMA	9746983566	ronumathew@rocketmail.com
16	AKHILESH	AE, PWD, ROAD SECTION KANJIRAMKULAM(VIRTUAL CADRE STATE LEVEL)	9048296869	akhilesh.k.mohanan@gmail.com
17	B SASIKUMAR	ASST. COMMISSIONER, LAND REVENUE CHAIRMAN, TVM	8547610004	
18	DR. LAL THOMPSON	HYDROGEOLOGIST, GWD	9495656474	lalthompson@yahoo.com
19	A.G GOPAKUMAR	SENIOR HYDROLOGIST GROUND WATER DEPARTMENT	9495186655	aggopan@gmail.com
20	VIJEESH P	STATE PROJECT OFFICER, SPHERE, KSDMA	9746649924	vijeesh.gandhigram@gmail.com
21	Joe John George	SPO, UNDP - KSDMA	9947756700	mailstojoeg@gmail.com
22	Sreeja Nair	DRR Specialist, UNDP	9810079551	sreejanair@gmail.com
23	Anupama N	HAZARD ANALYST, SEOC, KSDMA	9562398307	seoc.gok@gmail.com
24	Parvathy S	HRA, KSDMA		seoc.gok@gmail.com