

## **Terms of Reference for Inter-agency, Multi-Sectoral Disaster Needs Assessment Teams.**

The main purpose of fielding the teams is to gain a more comprehensive and accurate profile of DER needs, and the measures required to meet them, than could be provided by initial assessments that might have been conducted individually by locally-based agencies. Such an inter-agency, multi-sectoral approach helps to ensure co-ordinated coverage of the affected area, with each team covering all sectors.

The assessment, through use of the Sub-group's Disaster Needs Assessment Form, will focus on the following sectors:

- Food security, including agriculture / livestock
- Nutrition
- Health
- Water
- Sanitation
- Shelter
- Non-food items

In addition, the teams will consider the following cross-cutting issues:

- likely duration of the emergency
- GoB policies and procedures
- logistics
- communications
- field-level co-ordination
- targeting systems (self / administrative / community)
- vulnerable groups,
- coping mechanisms,
- loss of assets and employment.

### Reporting

Upon the assessment teams' return to Dhaka, the DER Sub-group lead agency will convene a Sub-group meeting for an initial verbal debriefing by the teams.

Sectoral specialists from each team should together submit a combined report on their sector to the Mission Leader within 24 hours of their return from the field. The Mission Leader will submit a consolidated report within 48 hours of return from the field, for emailing by the CSF to all Sub-group members.

The report should provide analysis of the data collected, forecasts of how the situation might develop, and include the teams' conclusions and recommendations. These should define objectives, and outline how relevant assistance can be provided to victims. The report should promote an integrated, multi-sectoral approach to the response.

## **Disaster Needs Assessment Teams**

### ***Proposed Field Equipment***

#### **Core Equipment**

Water bottle  
Water purifying tablets  
First-aid kit  
Sleeping bag  
Tent  
Tarpaulin  
Kit bag  
Field rations  
Potable water  
Torches / lighting  
Personal effects  
Lap-top computer + accessories  
Cassette recorder + accessories  
Digital camera + accessories  
Radio + accessories  
Mobile phone + accessories  
Satellite phone + accessories  
Megaphone  
Stationery  
Sub-group needs assessment forms  
Vehicle with telecommunications  
Fuel  
Compass  
Maps (general, affected areas, technical/specialized)  
Satellite information on movement of cyclones/floods  
Geographical Positioning System Equipment

#### **Optional Equipment, Depending Upon Nature of Disaster**

Umbrella  
Rain coat  
Rain boots  
Life jacket  
Boat + accessories