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**AGENCY FOR
INTERNATIONAL
DEVELOPMENT**



ANNUAL BUDGET SUBMISSION

FY 82

OFFICE OF U.S. FOREIGN DISASTER ASSISTANCE

**BUREAU FOR
PRIVATE AND DEVELOPMENT COOPERATION**

MAY 1980

UNITED STATES INTERNATIONAL DEVELOPMENT COOPERATION AGENCY
WASHINGTON, D.C. 20523

UNCLASSIFIED

BEST AVAILABLE

Office of U.S. Foreign Disaster Assistance

FY 1982 ANNUAL BUDGET SUBMISSION

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FY 1982 ANNUAL BUDGET SUBMISSION

TABLE I - LONG RANGE PLAN BY APPROPRIATION ACCOUNT (\$ Thousands)

<u>Development Assistance</u>	FY 1980 <u>EST.</u>	FY 1981 <u>EST.</u>	Decision Unit			PLANNING PERIOD				
			<u>FY 1982 REQUEST</u>	<u>MIN</u>	<u>CURR</u>	<u>AARL</u>	<u>1983</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>
International Disaster Assistance										
GRANTS	21,800	25,000	23,000	25,000	27,000	31,000	33,000	35,000	40,000	

TOTAL PERSONNEL

USDH Full Time	22	22	22	22	24	24	24	24	24
USDH Part Time	4	4	4	4	4	4	4	4	4
Total	<u>26</u>	<u>26</u>	<u>26</u>	<u>26</u>	<u>28</u>	<u>28</u>	<u>28</u>	<u>28</u>	<u>28</u>

1982 ANNUAL BUDGET SUBMISSION NARRATIVE

A. STRATEGY OVERVIEW

Assistance for the relief and rehabilitation of people affected by natural and manmade disasters abroad is an important expression of the humanitarian concern and tradition of the people of the United States. The willingness of the United States to provide assistance to alleviate human suffering caused by such disasters has been reaffirmed by the Congress in Chapter 9 of the Foreign Assistance Act of 1961, as amended. The Congress authorized assistance for disaster relief and preparedness and for the prediction of and contingency planning for natural disasters abroad.

The approved strategy for carrying out the assistance program by AID's Office of U.S. Foreign Disaster Assistance is set forth in the Central Programs Strategy Statement (CPSS). Three goals are addressed by the strategy: (A) To alleviate suffering by providing efficient, rapid, relevant response to requests for emergency relief; (B) to prevent or to alleviate suffering by helping countries achieve an adequate level of preparedness; and (C) to prevent suffering by providing sufficient warning of those natural events which cause disasters. Achievement of these goals will fulfill the mandate of the Congress.

The assumptions stated in the CPSS remain valid and applicable. In brief, the most important of these assumptions are:

- Natural disasters (earthquakes, storms, drought, and floods) and manmade disasters (civil strife, accidents, and wars) will kill hundreds of thousands of people a year and cause suffering of millions of victims, especially in developing countries. The number of deaths and the amount of suffering can be reduced through preparedness and prevention programs.
- Disaster prone nations will require short- and long-term assistance from the United States, other donors and international organizations and will desire increased preparedness assistance so as to reduce reliance on foreign donors for disaster relief.
- The major disaster relief donor governments will increase their contributions and information sharing. The United Nations Disaster Relief Office will not have a significant disaster relief response capacity, but will continue as a coordinator of UN disaster relief assistance, distributing

information concerning disaster situations to donor organizations. The U.N. will increase its activities in disaster preparedness.

- While disaster relief traditionally has been provided over a relatively short period of time, such disasters as drought -- critical situations which last for many months -- will require inputs over a longer period of time.

A.I.D.'s foreign disaster program routinely responds to 50 disasters a year, monitors another 50 incipient disasters, carries out training seminars involving representatives from disaster prone LDCs, monitors worldwide drought, flood, and earthquake activity, and carries out activities to make the program more effective in each of these areas.

While the Congress reduced the FY 1980 program to underscore its intent that this program would not help fund refugee assistance programs -- refugees being victims of manmade disasters who seek haven across national boundaries -- there continues to be a need in OFDA for managing the occasional emergency response to requests for such help. The State Department's Office of Refugee Programs, a policy and funding entity, continues to call on the operational capability of OFDA when a quick response is needed, paying for whatever extra costs are incurred out of funds appropriated for refugee assistance. If the present trend continues, OFDA will become increasingly involved in refugee assistance programs. When major disasters require several weeks of 24-hour emergency relief operations, as in the case of Hurricanes David and Frederic in the Caribbean last year, the operational capability of OFDA could be insufficient if the refugee assistance programs were to demand significant attention.

The development of disaster preparedness programs by international agencies and other governments has been disappointingly slow, in spite of the lead taken by the United States. Meanwhile, the level of awareness among LDCs of the importance of being prepared for at least recurring disasters is being raised appreciably, by OFDA and others. OFDA continues to carry out regional disaster preparedness seminars, having conducted them recently in India for 7 countries, in Southeast Asia for 5 countries, and in the Caribbean for 22 countries. But the level of bilateral technical assistance to countries seeking specific disaster preparedness programs is not responsive to the growing demands for such assistance. Technical assistance activities of short duration in highly specialized subjects of disaster management (the development of national disaster plans, for example) will be continued by OFDA. These activities may be for the benefit of one disaster prone country, or may address problems shared by a group of countries.

Projects designed to increase one country's disaster management capability, however, while funded under this program, can often be carried out most effectively by the A.I.D. Mission in the country. That type of project would be designed and implemented in close collaboration with the host government. OFDA would provide technical advice to project managers, but would transfer funding to Mission accounts. Such projects would be carried out in the context of the Country Development Strategy as approved by A.I.D. While the number of bilateral disaster technical assistance projects has been low, the demand and proven need for them is on the increase as the developing countries become more and more aware of the importance of having an organizational capability to manage the disasters to which they are prone. Procedures are being developed for the programming of these projects.

B. PROGRAM AND WORKFORCE RELATIONSHIP

The Task

In authorizing the international disaster assistance program, the Congress also authorized the President, in section 493 of the FAA, to appoint a Special Coordinator for International Disaster Assistance. Since 1977, the Administrator of A.I.D. has been so appointed, assuming the responsibility "to promote maximum effectiveness and coordination in responses to foreign disasters by U.S. agencies and between the U.S. and other donors." A.I.D. has established a small office to conduct the program carrying out that responsibility. A.I.D.'s Office of U.S. Foreign Disaster Assistance (OFDA) is administratively located in the Bureau for Private and Development Cooperation.

The Strategy

Based on extensive institutional experience with prime responsibility for foreign disaster assistance in the U.S. Government, A.I.D. has developed a strategy to address the underlying purpose of the legislation: the alleviation of human suffering caused by disasters. Three primary goals have been identified: emergency relief, country preparedness, and early warning. Specific activities are being carried out to achieve those goals. The program strategy, summarized in Part A of this narrative, is described more fully in the Central Programs Strategy Statement.

Two management initiatives form the basis of A.I.D.'s personnel strategy. The first initiative is organizational. Both divisions of the Office, Operations and Preparedness, are being realigned along geographic regions (Asia, Africa, and Latin America) to permit greater cultural, institutional and political familiarity on the part of the regional officers. The operations staff, which works closely with U.S. Missions, with host country officials, and with international organizations in carrying out an average of 50 emergency relief operations a year, will be drawn primarily from A.I.D.'s foreign service. The preparedness staff,

which requires expertise and experience in technologies applicable to increasing national disaster capabilities and developing early warning systems, will be recruited primarily through A.I.D.'s civil service employee ranks.

The second initiative is experiential. As there is no U.S. source of experienced foreign disaster specialists, OFDA staff members from both divisions will increasingly get broad experience working in all areas of disaster assistance, in the field as well as in Washington. Members of the preparedness staff will be sent overseas on disaster assessment and relief assignments, and members of the operations staff will carry out technical assistance and training assignments abroad, and will participate in the formation of preparedness programs from their inception.

The result of these initiatives will be a lean staff of top flight international disaster experts who can manage the large number of components of this complex, evolving program. They will be able to move quickly from one activity to another. While the nature of their specializations may not permit complete interchangeability, they will share many responsibilities. Utilization of other U.S. Government entities, and highly specialized contractors and consultants will be continued to meet the specific disaster assistance requirements of a given area or country.

Workforce Requirements

The basic workforce of OFDA is already highly managerial in nature. Although disaster experts are dispatched on short notice to disaster sites, the requirements for managing several disaster relief operations and a dozen preparedness activities concurrently creates frequent staff shortages.

There are certain functions that must be maintained to respond to normal disaster needs and to maintain the state of readiness expected in time of emergency. As the state of the art develops, these functions tend to be less effectively performed by generalists inexperienced in foreign disaster work and by specialists on short, temporary assignment from outside the Office.

Examples of basic staff responsibilities many of which involve the supervision of personnel on contract, PASA, or reimbursed detail to OFDA, follow:

GOAL A: The Provision of Emergency Relief.

- Coordinate responses with other donors, international organizations,
- Direct and manage an A.I.D. task force of up to 100 employees,
- Direct Department of Defense assessment and airlift operations,
- Plan and direct voluntary agency relief grants,
- Participate on outside refugee and other task forces,
- Work closely with U.S. Ambassadors, Country Teams, Mission Directors,
- Keep A.I.D. and State desk officers and bureau managers informed,
- Draft and distribute situation reports to White House, Congress, and the public,

- Manage 4 regional disaster stockpiles with fast turnover,
- Procure emergency commodities and services,
- Supervise contract staff developing lessons learned system,
- Manage PASA with HHS for medical services,
- Maintain contact with host country embassies,
- Advise regional bureaus involved in disaster reconstructions,
- Process large volume of public inquiries concerning disaster situations,
- Identify, task and support specific experts, i.e. vulcanologists, for assessment of disaster situation, and
- Direct proper disbursement of relief supplies donated by U.S. public for disaster victims.

GOAL B: Country Preparedness.

- Conduct regional seminars (contract staffs, U.S. Missions, LDC disaster officials, resource people, Int'l. agency representatives),
- Manage contract with PAHO for development of disaster medical manuals,
- Direct and supervise technical assistance missions (consultants),
- Coordinate with UNDRO, PAHO, IBRD, EEC, and LICROSS on regional preparedness activities,
- Coordinate with other donor governments on regional and country preparedness activities,
- Develop and distribute of model country disaster preparedness plans,
- Conduct training programs for officials of disaster prone countries,
- Develop contingency manual for use during disaster relief operations, and
- Distribute information relevant to disaster preparedness activities to host government officials.

GOAL C: The Development of Early Warning Systems

- Manage PASA with NOAA developing weather related crop shortage system,
- Backstop bilateral project with NOAA on cyclone warning system,
- Manage information system with large contract staff,
- Manage regional seismic monitoring projects, with USGS and contracts,
- Develop storm surge warning system under contract, and
- Encourage the development of indigenous early warning systems in less developed countries.

For 1982, OFDA will be able to implement the current program with the basic workforce. The standard caveat will continue to apply then and on into the outyears: if several major disasters occur in one year, or if the State Department's growing refugee assistance program continues to rely on OFDA's immediate response capability, diverting staff from many of the ongoing activities, additional permanent positions will be required to maintain progress toward approved goals.

On the other hand, it is possible that the two personnel management initiatives will increase OFDA staff productivity sufficiently to absorb relatively brief flurries of major disaster 24-hour relief mobilizations without seeking additional permanent staff.

During major disasters, an example being the earthquake in Guatemala when 169 different A.I.D. employees worked in OFDA, the permanent staff provides the experienced leadership and management essential for quick, effective operations. During fairly big or complex disasters, such as Hurricanes David and Frederic in the Caribbean, when 939 hours of extra OFDA staff time were needed to coordinate the 24-hour relief operations, permanent staff adapted quickly to a fully operational mode. During the weekend of Easter, 1979, the Office staff managed three concurrent disasters (Yugoslavia earthquake, Liberian civil uprising, and St. Vincent volcano eruption) without mobilizing special task force personnel from outside the Office. This would not be possible without a permanent staff capable and experienced in managing the full range of administrative as well as program activities which directly support relief operations.

To carry out the AAPL program, however, the realignment along regional lines must be fully implemented, in relief as well as in preparedness. This realignment was initiated in mid-1980, but will not be effectively completed without two additional staff positions. By the end of CY 1980 OFDA will have lost 3 senior officers (representing 22 years of foreign disaster experience in A.I.D) to retirement. Recruitment of qualified, experienced personnel is extremely difficult in such a specialized field where even support functions are best performed by personnel having experience working in crisis management.

TABLE III - PROJECT OBLIGATIONS BY APPROPRIATION ACCOUNT
 FY 1980 TO FY 1982
 (\$ thousands)

Decision Unit PDC/OFDA

<u>APPROPRIATION ACCOUNT</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FISCAL YEAR 1982</u>		
			<u>MINIMUM</u>	<u>CURRENT</u>	<u>AAPL</u>
INTERNATIONAL DISASTER ASSISTANCE (IDA)					
Foreign Disaster Relief and Rehabilitation	20,200	21,550	21,000	21,390	22,000
Foreign Disaster Preparedness	1,600	3,450	1,000	3,610	5,000
Total IDA	21,800	25,000	22,000	25,000	27,000

TABLE IV PROJECT BUDGET DATA												MISSION UNIT PDC/CFDA			
NUMBER	PROJECT TITLE	O/L	OBLIGATION DATE		DATE OF NEXT PLANNED ROUTINE EVAL.	CUM. PIPELINE AS OF 9/30/79	FY 1980			FY 1981			FY 1982 CAPL OBLG.	FORWARD FUNDED TO (MOT/)	FUTURE YEAR OBLIGATIONS
			INITIAL	FINAL			OBLG.	EXPEND.	CUM. PIPELINE	OBLG.	EXPEND.	CUM. PIPELINE			
	Foreign Disaster Relief and Rehabilitation	G	1964	C	-	14,050	20,200	26,250	8,000	21,550	24,550	5,000	22,000	C	
	Foreign Disaster Preparedness	G	1970	C	-	1,780	1,600	3,380	--	3,450	3,450	--	5,000	C	
	Totals	G				15,830	21,800	29,630	8,000	25,000	28,000	5,000	27,000	C	

DECISION PACKAGE MINIMUM:

Relief:

It is difficult to arrive at a minimum level for disaster relief since, by their very nature, disasters defy precise prediction. Since the average annual cost of emergency relief over the last four years (FYs 1976, 1977, 1978, and 1979) was \$21 million, this figure provides a logical basis for computing the minimum level. Those preparedness activities which directly support the relief effort would be reduced to a sustaining level.

The overseas stockpiles of emergency relief supplies are a highly visible and cost effective element of disaster assistance. A reduction below the minimum would necessitate closing at least one and curtailing the maintenance of the other three. This in turn would seriously hamper the ability to provide rapid and effective relief. As most disasters occur closer to a stockpile than to the U.S.A., the added cost of airlifting goods from the U.S. would more than offset any savings from closing down a stockpile. Given the ever increasing costs of air transport, the proximity of the stockpiles to the disaster site becomes increasingly important. The stockpiles have also served as a source for emergency assistance supplies to the Federal Emergency Management Administration and to the U.N. High Commission for Refugees, on a reimbursable basis.

Preparedness:

Preparedness activities help disaster prone countries, especially LDCs, strengthen their capabilities to manage their own disasters. The highly successful regional preparedness seminars are the backbone of these activities, providing a forum for several countries to address shared problems and improve their capacity to respond to disasters. The one seminar which this level would permit in FY 1982 is the minimum essential to sustain international interest and involvement in disaster preparedness.

Through seminars and workshops, U.S. technologies (famine forecasting, national disaster management, prevention, etc.) are being made available to countries in Asia, the Caribbean, South America and Africa as they are developed. They will be reinforced with specially prepared training manuals. In addition handbooks for technical advisors in disaster preparedness and prevention will be developed. These mutually supporting activities will create a stronger capability to handle disasters, reducing reliance on external emergency relief assistance.

Preparedness and relief activities -- as well as the personnel in OFDA's Relief and Preparedness Divisions -- are closely integrated. As indicated in the Strategy Review, an important aspect of the U.S. relief effort is its increasing capability to anticipate serious problems and head them off before they degenerate into unmanageable crises. Early warning systems support this anticipatory approach. These systems (famine forecasting, storm strike probability, and seismic warning) increase the effectiveness of relief and preparedness efforts undertaken by the United States, international organizations, voluntary agencies, and the disaster affected nation itself.

Early in FY 1981, development of the drought warning and famine forecast program, initiated in FY 1977, will be completed for the Caribbean and Africa and will be well along for Asian LDCs. Not to continue at least through FY 1982 with a program to institutionalize this service internationally would deny important disaster prone developing countries access to these warning technologies. Below the minimum level, continuation of this program would be seriously compromised.

The minimum level would barely enable OFDA to sustain essential preparedness, prediction and warning activities, activities which are authorized in the legislation. Below that level, such activities would either be cancelled or unacceptably curtailed. For example:

- NASA and OFDA have been working three years developing a new system to improve communications from the disaster site. Development of a portable terminal which can transmit both image and sound is being considered. This would cut time needed for accurate assessment of major disasters and will improve coordination with other donors.
- the OFDA Lessons Learned System represents the first computerized memory bank for supporting critical decision making during a fast breaking disaster. Conceptualization and design were accomplished during FY 1980, and the system should become operational during FY 1981. The system, which will incorporate many disaster agencies' experiences, will be made available to disaster relief officials throughout the world.
- OFDA has initiated plans to institute improved evaluation of OFDA relief programs around the world, to support the development of better or more cost effective family shelters for emergency use, of an improved capability for assessment by aerial photography and satellite remote imaging methods, and of up to date contingency plans for providing relief.
- Use of a complex computerized model to determine the probability of where killer storms will strike in areas such as the Bay of Bengal was initiated in FY 1979; this activity, which will be operational in some areas by FY 1981, can be applied to other storm prone areas over the next several years if continued at at least minimum level through FY 1982.
- The United States Geological Survey has been working closely with OFDA and the earthquake prone countries of Central America and the Andean region of South America in developing seismic monitoring networks. The potential benefits are substantial. For example, work thus far indicates that an exceptionally severe earthquake may occur in 1981 at a point off the coast of South America. Without the development of a more effective regional seismic monitoring network, the ability to prepare for such possible catastrophes will be seriously impaired.

DECISION PACKAGE CURRENT

The higher level of total OFDA program costs over the last two years, FY 1978 and FY 1979, reflects three major trends or shifts of emphasis. First, an increase in average annual cost of disaster assistance from \$22 million (76-77-78-79) to \$26 million (78-79), due to more needs and higher prices. Second, an increase in preparedness activities which help develop LDC capacity to meet more of their disaster needs, thus reducing their future needs for external assistance. Third, an increase in prediction activities which yield warning for such severe disasters as floods, droughts, and earthquakes, thus facilitating responses to disasters in their early stages before they become crises of unmanageable proportions.

These activities have been enthusiastically received by representatives of developing countries at disaster preparedness seminars and workshops in Asia, Africa, and the Caribbean. One Mission has developed a bilateral project, with OFDA as technical backstop, to establish a national disaster assistance agency in order to achieve a high level of national disaster preparedness. Such constructive responses can be brought about by U.S. efforts to sensitize LDC leaders to suffering and loss of life that can be prevented by relatively inexpensive preparatory steps. These efforts will need to continue at least at the current level in FY 1981 and FY 1982 in order to maintain their basic momentum while at the same time making reasonably adequate use of their impressive potential. Funding at the current level will lift the preparedness activities above the merely sustaining mode to a level necessary to attain the approved goals of the Central Programs Strategy Statement. With the current level, a second preparedness seminar or workshop can be carried out in another disaster prone region of the world. The famine-crop forecasting program, which will be operational in the Caribbean and in Africa by the end of 1980, will be transferred to institutions most qualified to carry it on permanently (perhaps within the United Nations), and development will be well along on the Asian program. This program will be expanded to use other than weather related indicators. Global testing will be carried out on the portable communications terminal to determine the optimum configuration of equipment for the audio and video elements most needed during the assessment phase of disasters. The seismic network in Fiji will be fully operational and the network in the Andes will be undergoing system evaluation, with limited data collection platform and telemetry equipment in place in pilot locations. With the Lessons Learned System operational, a large volume of information will be entered from a broad range of actual experiences in international disasters. Some areas, such as good assistance, shelter construction, and medical attention, can be analyzed in depth. Decision making utilization of this system will be limited only by the amount of such data available in the computer program. The storm strike forecast and warning system, which will undergo operational testing in the Bay of Bengal during FY 1981, will be adapted and developed for other storm prone areas during FY 1981, FY 1982, and FY 1983.

A comprehensive program for evaluation of foreign disaster assistance activities will have been designed in sufficient detail to begin implementation with contract assistance by FY 1981. A number of evaluations will be underway and, at the FY 1982 current level, can be extended to include relief operations currently

being managed. Beyond meeting AID's evaluation requirements, this will serve as a source of data for the Lessons Learned System. Field testing for cultural acceptability will be carried out on new emergency shelter techniques, with guidance of AID Mission personnel and experienced anthropologists.

Development of handbooks to be used as technical guides at regional preparedness seminars and workshops will continue, addressing the most critical disaster problems in each region relating to weather, shelter, national planning, food, medical needs and other areas of concern. New applications of aerial photography and satellite imagery will be sought for disaster damage and injury assessment to help shorten emergency relief response time, especially to large and complex disasters. Increased information exchange will be provided through the use of computers and video-conferencing techniques with UNDRO and with the other major disaster assistance donor nations.

DECISION PACKAGE AAPL

Under the Approved Assistance Planning Level, the program can take full advantage of staff experience and capability in achieving approved goals. Whereas the cost of delivery of relief goods and services, directly and through the regional stockpiles, remains virtually the same as under the current level, activities designed to expedite and improve the effectiveness of that delivery will make maximum progress under the AAPL. A more intensive schedule for evaluation of both relief and preparedness activities will be possible. Information gathering, without interfering with sovereignty, will be further improved in cooperation with the disaster prone nations.

For example, with proposed funding the portable communications terminal could, by FY 1985, be sufficiently advanced to provide immediate sound and visual contact between OFDA and its Operations Officers at disaster sites anywhere in the world. The Lessons Learned System will be capable of retrieving and evaluating a comprehensive range of past experiences, under defined conditions, and indicating the ultimate impact of related decision-making on the lives of the victims. Through aerial photography, including satellite imagery, vital support will be available to decision makers through adaptation of existing technologies to disasters in foreign nations.

Preparedness activities will reach the maximum manageable with presently planned staff. Another regional seminar, or series of small workshops, will be carried out, followed by technical assistance missions to work with individual countries to help them establish national disaster plans, or address specific problems. These activities will be reinforced with technical assistance materials developed for field work among disaster officials, especially in disaster prone LDCs.

Final design of the Andean seismic network will be completed and procurement will begin for major equipment components. Data collection platforms will be tested, and should become operational during FY 1981 and FY 1982. While crop forecasting in the Caribbean and in Africa should become fully operational

with minimal support by the U. S., the Southeast Asia program will receive needed impetus, other regions such as South America will be studied for inclusion and highly vulnerable special areas such as in the Near East may be considered. Program refinements may be made to determine the relationship of weather patterns to threatening insect infestations (i. e., locusts and army worms), malaria and other diseases. Similarly, the storm strike forecast activity will be applied to areas not yet protected by an adequate killer storm warning system.

TABLE V - FY 1982 PROPOSED PROGRAM RANKING

RANK	DESCRIPTION	PIPELINE/ ONGOING/ NEW	LOAN/ GRANT	APPROP. ACCT.	DECISION UNIT		PDC/OFDA		WORKFORCE (Number of Positions)			
					PROGRAM FUNDING (\$000)		PROGRAM FUNDING (Number of Positions)		INCR	CUM	INCR	CUM
					INCR	CUM	INCR	CUM				
	<u>DECISION PACKAGE MINIMUM</u>											
1	Disaster Relief and Rehabilitation	0	G	IDA	21,000	21,000	14	14	-	-	-	-
2	Disaster Preparedness	0	G	IDA	1,000	22,000	12	26	-	-	-	-
	<u>Total Minimum Package and Related Workforce</u>				22,000		26					
	<u>DECISION PACKAGE CURRENT</u>											
3	Disaster Relief and Rehabilitation	0	G	IDA	390	22,390	-	26	-	-	-	-
4	Disaster Preparedness	0	G	IDA	2,610	25,000	-	26	-	-	-	-
	<u>Total Current Package and Related Workforce</u>				3,000		-					
	<u>DECISION PACKAGE AAPL</u>											
5	Disaster Relief and Rehabilitation	0	G	IDA	610	25,610	1	27	-	-	-	-
6	Disaster Preparedness	0	G	IDA	1,390	27,000	1	28	-	-	-	-
	<u>Total AAPL Package and Related Workforce</u>				2,000		2					

WORKFORCE REQUEST

BUREAU/OFFICE PDC/OFDA

	FY 80 ESTIMATED	FY 81 REQ.	FY 82 MIN.	FY 82 CURR.	FY 82 PROPOSED
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A. WORKYEARS OF EFFORT

FTEPP	19,9	22	22	22	24
FULL-TIME TEMP.	-	-	-	-	-
PART-TIME	2,8	2,8	2,8	2,8	2,8
SUB-TOTAL	22,7	24,8	24,8	24,8	26,8
IPAs/DETAILS	-	-	-	-	-
TOTAL	22,7	24,8	24,8	24,8	26,8
ADMIN./PROF.	(17,1)	(17,6)	(17,1)	(17,6)	(18,6)
SEC./CLER.	(5,6)	(7,2)	(7,2)	(7,2)	(8,2)

B. CONSULTANTS
(Work-days)

OVERTIME HOURS*	800**	1,300	1,300	1,300	1,300
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C. END-OF-YEAR POSITIONS

<u>FTEPP:</u>	22	22	22	22	24
<u>NON-FTEPP:</u>					
No. of Employees:					
Full-time Temp.	-	-	-	-	-
Part-time	4	4	4	4	4
FullTime Equiv. of above Part time employees	2,8	2,8	2,8	2,8	2,8

* Includes both paid and compensatory overtime.

*300 hours paid overtime
300 hours compensatory overtime worked
in Washington and overseas

FUNDING REQUEST

BUREAU/OFFICE PDC/OFDA

(Dollars in Thousands)

	FY 80 ESTIMATED	FY 81 REQ.	FY 82 MIN.	FY 82 CURR.	FY 82 PROPOSED
SALARIES & BENEFITS	744	808	808	808	863
FTEPP	689	750	750	750	790
NON-FTEPP	55	58	58	58	73
IPAs/Details	--	--	--	--	--
EXPERTS/CONSUL- TANTS	--	--	--	--	--
OVERTIME	7.0	8.4	8.4	8.4	8.4
ENTERTAINMENT	--	--	--	--	--
TRAVEL	59.9	127.6	73.6	127.6	127.6
CONTRACTUAL SERVICES	--	--	--	--	--
OTHER*					
TOTAL	1,555	1,753	1,699	1,753	1,862

* Training, Data Management, Management Operations, Personnel Support Travel -- list. Total for each from Schedule VI and VII.

WORKFORCE DETAIL

BUREAU/OFFICE PDC/OFDA

FY 1982 POSITION DELETED

CURRENT TO MINIMUM

NO. OF POSITIONS	GENERAL POSITION TITLE	DIVISION/BRANCH	FUNCTION
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WORKFORCE DETAIL

BUREAU/OFFICE PDC/OFDAFY 1982 POSITIONS ADDED

CURRENT TO PROPOSED

NO. OF POSITIONS	GENERAL POSITION TITLE	DIVISION/BRANCH	FUNCTION
1	Regional Preparedness Officer	Planning and Preparedness Division	Responsible for Disaster Preparedness Program for Africa
1	Secretary/Steno	Office of the Director	To support Associate Director, Program and Liaison Officers

WORKFORCE DETAIL
IPAs/Detail
(FY 1981 only)

<u>PURPOSE</u>	<u>Grade</u>	<u>Est. Start Date</u>	<u>Est. Completion Date</u>	<u>Annual Cost</u>
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None

WORKFORCE DETAIL
IPAs/Detail
(FY 1982 only)

<u>PURPOSE</u>	<u>Grade</u>	<u>Est. Start Date</u>	<u>Est. Completion Date</u>	<u>Annual Cost</u>
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MINIMUM

None

**ADDED for
CURRENT:**

None

**ADDED for
PROPOSED**

None

(Dollars in Thousands)

TYPE OF TRAVEL	FY 80		FY 81		FY 82		FY 82		FY 82		FY 82	
	Estimated No. of Trips	Amount	Request No. of Trips	Amount	Min. No. of Trips	Amount	Amount	Amount	Amount	Amount	Proposed No. of Trips	Amount
Training/Education (not funded by Training Office)	--	--	4	1.6	4	1.6	6	2.4	6	2.4	6	2.4
Conference/Seminars	11	29,680	18	54.0	12	36.0	18	54.0	18	54.0	18	54.0
Project Support	7	10,255	10	20.0	5	10.0	10	20.0	10	20.0	10	20.0
Invitational	--	--	--	--	--	--	--	--	--	--	--	--
Other: (specify)												
1. Disaster-Related*	14	20.0	25	50.0	14	25.0	25	50.0	25	50.0	25	50.0
2. Speaking (PR) Trips	--	--	5	2.0	2	1.0	5	2.0	5	2.0	5	2.0
3.												
TOTAL	32	59,935	62	127.6	37	73.6	62	127.5	62	127.5	62	127.6

Proposed FY 1981
Obligation Rate
(Cumulative Percentage)

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
8	19	31	47	55	63	65	81	81	84	87	92	100

Note: All travel will be funded by the office requesting travel regardless of the length of the TDY.
*Not budgeted for in FY 80 or 81, Need to ensure separate account established starting in FY 81 to cover this critical program.

CONTRACTUAL SERVICES DETAIL

SCHEDULE V

BUREAU/OFFICE PDC/OFDA

(Dollars in Thousands)

Purpose/Description of Service	FY 80 Estimated	FY 81 Request	FY 82 Min.	FY 82 Curr.	FY82 Proposed
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Total

OCT NOV DEC JAN FEB MAR APR MAY JUN JUL AUG SEP

Proposed FY 1981
Obligation Rate
(Cumulative Percentage)

WORKFORCE AND OPERATING EXPENSES NARRATIVE

The FY 1980 and fy 1981 workforce levels are discussed in the second section of the program narrative, beginning on page 4.

At the proposed level of funding for FY 82, the Office of U.S. Foreign Disaster Assistance would be able to establish the two new positions crucial for the most efficient management and delivery of services under the currently proposed realignment of the office. That realignment calls for the establishment of corresponding regional disaster preparedness and operations officers for three geographic areas of the developing world (Latin America and the Caribbean, Asia and the South Pacific, and Africa and the Middle East). These officers would be expected to become completely familiar with all aspects of disaster preparedness and disaster relief activities, opportunities, projects and problems for their assigned region. Yet at the minimum and current levels for FY 82 the office lacks the authorized ceiling to fill one of the regional disaster preparedness slots (currently we are not able to assign a preparedness officer for Africa) which has a seriously detrimental effect on our programs and is certainly not consistent with the grave need for attention to disaster preparedness in all areas of the developing world. At the proposed level for FY 82 we could complete the assignment of regional disaster preparedness and operations officers to all of our major regions of operations.

Additionally, at the proposed level for FY 82 OFDA would be able to establish an administrative operations assistant position. The addition of an administrative operations assistant would guarantee that the office had the administrative and managerial support required to be able to operate efficiently and independently at all times -- but particularly during a disaster emergency when the office goes on a 24 hour operating basis. The administrative operations assistant would be the support person for all office administrative functions on an ongoing basis and would therefore be responsible for guaranteeing that a cadre of secretarial support was available during a disaster emergency, that all office equipment could be operated by staff members during non-office hours, that supplies, equipment and needed services were adequately provided for operating during the disaster emergency. The establishment of the administrative operations assistant is crucial in guaranteeing the continuous, efficient operation of the office at all times.

It should be noted that the large increase, \$50,000, in our travel request for FY 81 and beyond, includes disaster-related travel which prior to FY 1980 was funded out of the International Disaster Assistance Account. Because of language in the FY 80 bill, it was determined it could no longer be done this way. PDC/OFDA therefore found itself in a very precarious situation without a specific allotment for disaster related travel. We have been very fortunate to date in that the requirement for disaster related travel has been low. However, we feel very uneasy about continuing under this arrangement and believe it to be essential that some adjustment be made in AID's FY 81 travel account to ensure adequate funds are reserved for disaster-related travel.

It should also be noted that the FY 80 level of expenditure for disaster-related travel is not typical and so our projection for FY 81 and beyond is based on expenditures for FYs 77, 78 and 79. Until the pattern is established at a lower level we feel it is essential to request the higher level.

TABLE X SPECIAL CONCERNS
ADDITIONAL PROJECTS

PROJECT NUMBER AND TITLE	APPROP	CONCERN CODE		FY 1980	FY 1981	FUNDING FOR SPECIAL CONCERN (\$000)		
		PRIME	SUB			MINIMUM	FY 1982	
							CURRENT	AAPL
RELIEF AND REHABILITATION								
Relief	IDA	ENVR	NA	20,200	21,550	21,000	21,390	22,000
Relief	IDA	PVOU ^{1/}		5,000	5,000	5,000	5,000	5,000
Stockpile Maintenance and Management	IDA	ENVR		365	1,000	460	850	1,000
Medical RSSA with Dept of HHW	IDA	ENVR		35	40	45	45	45
PREPAREDNESS								
Seminar Workshops, Regional	IDA	ENVR		350	600	350	600	900
Famine Forecasting	IDA	ENVR		29	550	150	450	600
Portable Communications Terminal	IDA	ENVR		220	200	75	250	525
Seismic Monitoring Network	IDA	ENVR		52	850	75	1,000	1,400
Lessons Learned System	IDA	ENVR		550	50	50	75	100
Storm Forecast and Warning System	IDA	ENVR		18	350	50	260	300
Evaluation of Program Worldwide	IDA	ENVR		85	100	25	100	155
Preparation of Training Manuals	IDA	ENVR		20	250	25	200	300
Emergency Shelter Development	IDA	ENVR		250	100	40	260	200
Contingency Planning for Relief	IDA	ENVR		20	375	150	400	500
Disaster Information Exchange	IDA	ENVR		20	25	10	15	20

^{1/} Based on experience of
FYs 1977, 1978 and 1979.