



CONTINGENCY PLAN PAKISTAN

2024

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A. List of Acronyms

ACT	Action by Churches Together
ARD	Associate Regional Director
AFP	Act for Peace
AJ&K	Azad Jammu & Kashmir
CA	Christian Aid
CFGB	Canadian Food Grains Bank
CHS	Core Humanitarian Standard
CRDO	Community Research & Development Organization
DCA	Dan Church Aid
DRD	Deputy Regional Director
ER	Emergency Relief
FCA	Fin Church Aid
GSHAP	Global Seismic Hazard Assessment Program
GLOF	Glacial Lake Outburst Floods
HAP	Humanitarian Accountability Partnership
HIN	Help in Need
HMHU	Hydraulic Mobile Health Unit
KP	Khyber Pakhtunkhwa
NCBP	National Capacity Building Program
NDMA	National Disaster Management Authority
NOC	No Objection Certificate
PDMA	Provincial Disaster Management Authority
PMD	Pakistan Metrological Department
PO	Project Officer
PWS&D	Presbyterian World Service & Development
Q&A	Quality and Accountability
REPID	Rural Empowerment & Institutional Development
SARHAD	Support Agency for Rural & Human Association's Development
SEED	Social Efforts for Education and Development
SPO	Senior Project Officer
SPO (org)	Strengthening Participatory Organization
UN	United Nations
WR	World Renew Canada

B. Introduction:

The contingency plan is an overview of the Organization's potential to respond to both Natural and Human induced disasters in Pakistan. It transpires planning, processes and procedures of Community World Service Asia which it adopts during emergencies. It also highlights the response capacity, available resources, vulnerable geographical areas and available opportunities that can be immediately deputed/utilized to kick off the emergency response.

The contingency plan is a tool for pre planning for our partner's and relevant stakeholders to their emergency response for the unlikely events caused due to natural or human induced disasters that affects lives and livelihoods. Pre planning is always beneficial for timely emergency response to save human lives and minimizing losses to the livelihoods and infrastructure.

Given the current circumstances and the viability of cash transfer programming, the primary form of support will be cash assistance. The preferred mode for the cash transfer will be through mobile cash transfer. However, in unavoidable circumstances, direct cash payments can also be considered, provided proper financial direct cash transfer protocols are followed. Mobile cash transfers are preferred to ensure transparency and to give beneficiaries the autonomy to use the funds according to their needs and priorities. Additionally, basic health services will be provided to affected individuals through Mobile Health Units.

C. Executive Summary

Pakistan is one of those few countries in the world that have highly diverse and complex geological, geographical and social conditions. This geological diversity and complexity has exposed it to almost all types of natural hazards and disaster that could be ranked between moderate to severe. The natural hazards that pose serious risk to Pakistanis society include avalanches, cyclones and storms, droughts, earthquakes, epidemics, floods, glacial lake outbursts, landslides, pest attacks, river erosion and tsunami pose risks. A variety of human-induced hazards also threaten the society, economy and environment.

Frequent disasters in Pakistan since 2005 have an enormous and significant negative impact on agriculture, infrastructure, housing, health, education and above all the environment. These are compounding into under development in all sectors of the country in general and disaster affected areas in particular. Climate change-induced disasters pose even greater threat to sustainable development in developing country like Pakistan which is ranked quite amongst the most vulnerable countries.

Floods, among the most devastating disasters due to their frequency, cause significant human and property losses and damage infrastructure, agriculture, and other livelihoods. Annually, an estimated 715,000 people in Pakistan are affected, with the 2010 floods being the most catastrophic in the country's history, and nearly a million people impacted in 2014. Continuous flooding from 2010 to 2022 left vulnerable populations in deteriorating conditions.

In 2022, Sindh province in Pakistan experienced devastating floods, triggered by unprecedented monsoon rains. The flood inundated vast areas, displacing millions of residents and causing extensive damage to homes, infrastructure, and agriculture. The floods exacerbated existing socio-economic challenges, with many communities left without access to clean water, food, and healthcare. Relief efforts were launched nationally and internationally, but the scale of the disaster underscored the urgent need for improved flood management and climate resilience strategies in the region.

Climate change, leading to faster glacial melting in the north, has increased the risk of major floods, more frequent droughts, and heightened flood risks and salinity levels in the Indus River delta. The immediate causes of recent floods include heavier-than-usual monsoon rains and melting glaciers following severe heat waves, both linked to climate change.

Pakistan is an earthquake prone country and has history of high magnitude earthquakes. It has witnessed several deadliest earthquakes with Earthquake of October 2005 being on top due to its intensity and

Destruction where at least 87,351 dead, 138,000 were reported injured and over 3.5 million people rendered homeless. Similarly, the earthquake of October 2015 was the most recent earthquake of high magnitude of 7.5 that killed at least 280 people and left 194 injured. Earthquakes cannot be predicted well before and that's the reason these are the most devastating unusual events causing damages in no time. Pakistan being in a most active zone is exposed to earthquakes and hence require well-coordinated response measures to be taken to address it.

Drought has become a frequent phenomenon in the country due to rise in population and climate changes. The drought of 1998–2002 is considered worst in 50 years. According to Economic Survey of Pakistan, drought is one of the factors responsible for poor growth performance of the country. Baluchistan especially the western and central parts of the province remain in the grip of drought almost all year round. Tharparkar and Umerkot Districts of Sindh province are very much prone to drought due to less rainfall and deserted soil. Drought in the country is common; if the monsoon season fails to deliver rains then drought emerges.

Heatwaves in Pakistan have become increasingly frequent and severe in recent years, posing a significant threat to human health and safety. The country experienced one of its most devastating heatwaves in 2015, which resulted in over 1,200 deaths in Karachi alone due to heatstroke and dehydration. Such extreme temperatures, often exceeding 45°C (113°F), have severe repercussions, particularly for vulnerable populations such as the elderly, children, and those with pre-existing health conditions. The infrastructure and healthcare systems struggle to cope with the surge in heat-related illnesses, and the economic impacts are also substantial, affecting productivity and increasing the burden on energy resources as the demand for cooling rises. The growing frequency of these heatwaves underscores the urgent need for improved heatwave preparedness and response strategies in Pakistan to mitigate future human and economic losses.

1. Context Analysis

1.1. Socio-Economic Indicators

Total Area:	796,095 km ²
Total Population:	242.8m (DataReportal, Global Digital Insights)
Male:	50.4%
Female:	49.6%
Urban:	38.2%
Rural:	61.8%
Road Network:	264,401 Kms
GDP per capita:	1,680 US\$ (2024)
Population below poverty line	40% (95 million)

1.2. Summary of Major Hazards in Pakistan

	AJK	Baluchistan	GB	KP	Punjab	Sindh
Earthquake	Yes	Yes	Yes	Yes	No	No
Flash Floods	Yes	Yes	Yes	Yes	Yes	Yes
Hill torrents	No	No	No	No	Yes	No
Riverine floods	No	Yes	No	Yes	Yes	Yes
Tropical Cyclone	No	Yes	No	No	No	Yes
Tsunami	No	No	No	No	No	Yes
Drought	No	Yes	No	No	No	Yes
Conflict	No	Yes	No	Yes	No	No
Landslide	Yes	Yes	Yes	Yes	No	No
Avalanche	No	No	Yes	No	No	No
GLOF	No	No	Yes	No	No	No
Nuclear Disaster	No	No	No	No	Yes	Yes
Severe Winter	Yes	No	Yes	Yes	No	No
Heatwave	No	No	No	Yes	Yes	Yes
Forest Fires	Yes	No	No	Yes	Yes	No

2. Emergency Response Plan

2.1. Response Strategy

Community World Service Asia works both through partners and also implements projects directly. Its emergency response sectors include Food aid, Non Food items, Wash, Shelter and Livelihoods. In addition, emergency health services are provided through mobile and static health clinics. The decision to respond through partners is based largely on context and access to the affected population. Given its established offices and active presence particularly in Sindh, it is most likely that projects will be self-implemented by CWSA.

Province	Potential Partners
KP	CRDO, HIN, REPID, SARHAD, SEED, VEER, PDMA KP
Sindh	PVDP, SSEWA PAK, TRD, PDMA Sindh
Baluchistan	SPO, Serve Foundation, PDMA Baluchistan, Youth Foundation, NCBP

2.2. Resource Management

Province	Available Resources	Required Resources
Sindh	Besides head office in Karachi, fully functional field offices in three districts of the province.	Two hydraulic mobile health units (customized health units in 20x20 foot movable container) along with 2 mobile units. Prepositioned Medicine and supplies for at least one month, Funds to cover activity and operational cost of emergency response.
Punjab	Fully functional office in Lahore and human resources are available.	

Khyber Pakhtunkhwa	Having good contacts with local administration, PDMA and presence of potential implementing partners, the teams can be mobilized within hours	one mobile lab and an ambulance. Assets currently operational in Sindh (mobile health infrastructure) can be deployed in other provinces based on need.	operational cost of emergency response. Additional human resources may be required. Staff secondment from partners may be required.
Azad Jammu and Kashmir	Having good contacts with local administration, the teams can be mobilized within hours		
Baluchistan	Having good contacts and potential implementing partners, the teams can be mobilized within hours	Network of community volunteers available. Have good working relations and experience with local communities. Essential MOUs are signed with authorities.	Funds to cover cost for Q&A trainings and workshops for NGOs and Government personnel.
Gilgit Baltistan	The teams can be mobilized within hours	Trained personnel of disaster management, Quality and Accountability and available potential partners.	

2.3. Response Team



2.4. Role of the Response Team and Departments

Information Sharing: Led by the Program Coordinator for Emergencies, this team will be responsible for timely information sharing pertaining to the developing emergency situation, needs on ground, nature of response by other stakeholders etc. It will also maintain database of the projects and project participants and ensure data protection.

Program Development and Resource Mobilization: The Program Development Unit and emergency team will support in project designing under the leadership of the Deputy Regional Director (DRD) and Associate Regional Director (ARD). The role will be fund raising, concept/proposal development and report writing. The draft proposal to be shared by the emergency team under the guidance of the Program Coordinator for Emergencies. The Associate Regional Director (ARD) will review and share it with the program development unit. At this stage inputs will also be taken from the MEAL unit design monitoring processes. The DRD will be responsible for engaging with donors on the final proposal. In addition, team members from the Strategy, Partnerships and Resource Mobilization unit will also support in fundraising with certain donors and/or responses pertaining to Sindh and other provinces.

Communications: Communications team will ensure visibility of the response and highlight needs and situation of the affected populations. Timely submission of alerts, updates, stories, videos and pictures with the donors to support in fundraising and advocacy. Media engagement will be managed by CO as well.

Human Resource Development: Will provide support in recruitment process in case of new or existing positions through competency based hiring. Also ensure teams are oriented on organizational policies and code of conduct. They will facilitate closure of projects as well and associated staff contracts. HRD will ensure that the internal complaints response mechanism for staff is functioning, besides managing any internal or external complaints on matters related to staff conduct or safeguarding of affected populations. HRD will be responsible for carrying out investigations in coordination with the Committee for Safeguarding.

Quality & Accountability: To support in integrating quality and accountability aspects based on the Core Humanitarian Standard (CHS) and Sphere Standards in assessments, project designing, including inputs on tools for field utilization. Provision of staff training and orientation on CHS and Sphere Standards where required, including reference materials.

Internal Audit: Internal audit will encompass the evaluation of adequacy and effectiveness of the organization's governance, risk management, and internal controls processes. It will ensure that the emergency response results are consistent with established objectives, including the effectiveness and efficiency with which resources are employed. It will evaluate the means of safeguarding assets and, as appropriate, verifying the existence of such assets. Monitoring compliance with CHS nine commitments will also be carried out.

Monitoring & Reporting: The Meal unit will ensure the project track according to the drafted project plan and to identify the gray areas immediately for further action. Meal unit will also ensure that a Complaint Response Mechanism for the project has been set up and is fully functional. Monthly reports will be generated to ensure that complaints are logged and addressed.

Coordination, Donor Liaison, Networking and Advocacy: The field coordination and networking to be done by the Project Manager along with Program Coordinator for Emergencies. In addition, national/international networking, advocacy and donor liaison will also be supported by Senior Management.

Surge Capacity: The donors may provide seconded staff for monitoring, reporting and compliance purpose.

Security & External Affairs: To ensure smooth coordination with the government line agencies, to support in getting travel and project NOCs etc.

Finance: To be led by Head of Finance. Finance will help in budgeting and financial reporting as well as keep track of percentage variances. They will ensure implementation of donor financial guidelines and also audits as per donor requirements.

Operations: Led by Head of operations, support will be provided in overall procurement process, warehousing, office setup, fleet management, staff logistics, boarding and lodging. Procurement department will ensure that procurement is done in the light of CWSA procurement policy, including the involvement of the bid committee depending on the level of procurement. They will keep the Emergency team updated in terms of procurement process and status as well as utilization of budget.

2.5. Decision Making Structure:

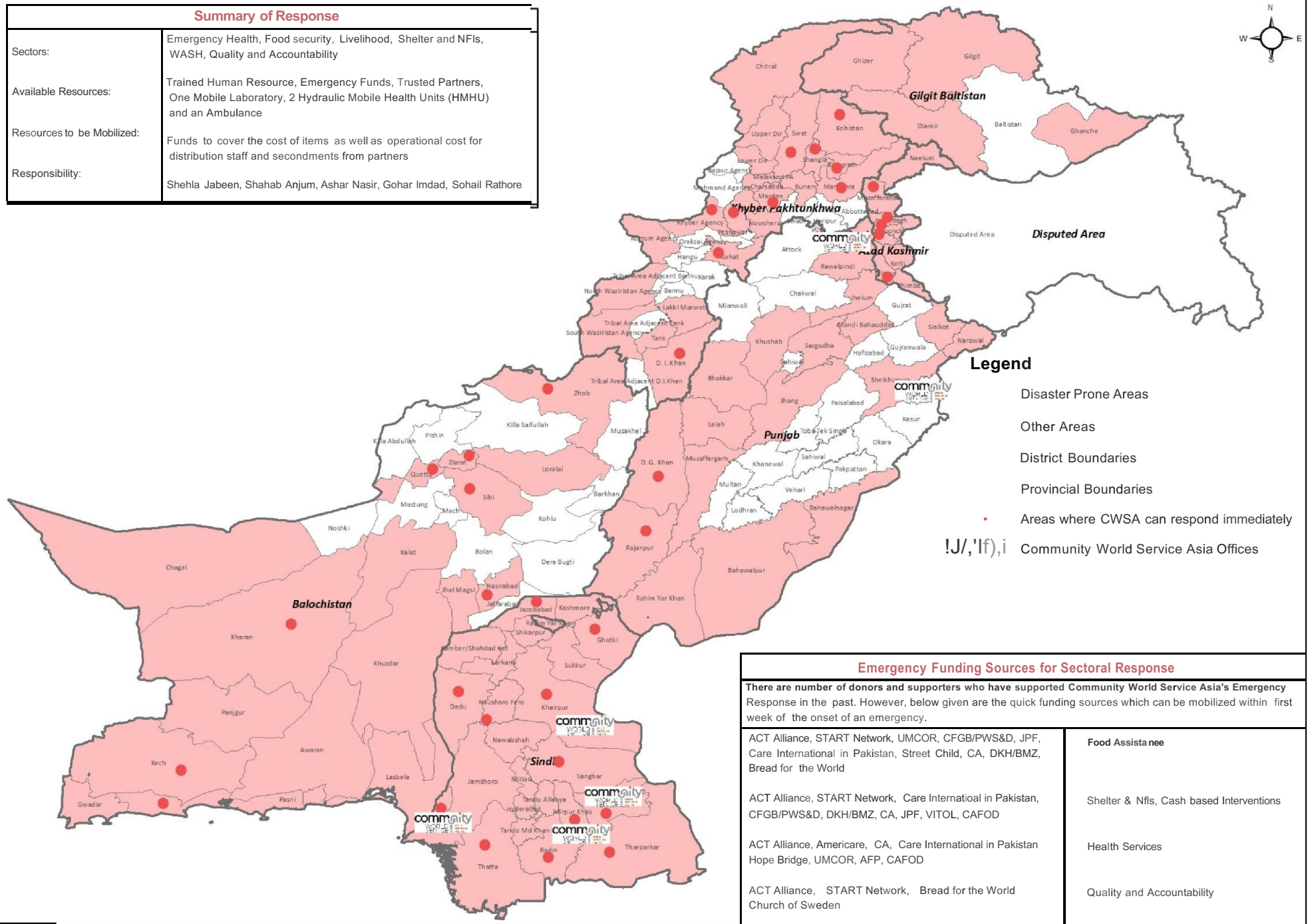
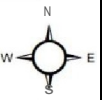
Level of Decision Making		Line of responsibility in Emergency	Description of Activity	Inter-Coordination
Strategy	Operation	Regional Director	Decision on Response	DRD/ARD/PC
			Donor Liaison	DRD/ARD/SPRM
		Deputy Regional Director	Resource Mobilization	RD/ARD/SPRM/PD
			Coordination with Donor	RD/ARD/SPRM
			Implementation modality	RD/DRD/ARD/PC/PD
		Associate Regional Director	Resource Planning	PC/Q&A/PD
			Security Clearance	PC/Security & External Affairs
			Division of Labors	PC/HR/Support Departments
			Information Management and Communication	PC/PM/CO
			Area Selection	DRD/ARD/PC/PM
Program Coordinator	Partner Selection	ARD/PC/HR/Support Departments		
	National/Local level Coordination	PM/External Affairs		
	Procurement	PM/Operations		
Tactic	Project Manager	Staff Recruitment/Orientation	PC/PM/HRD	
		Project Participants Selection	PC/PM	
		Service Delivery	PM/Q&A	
		Monitoring	PM/MEAL	
		Reporting	PC/PDU/ARD	
RD = Regional Director DRD = Deputy Regional Director ARD = Associate Regional Director PC = Program Coordinator Q&A = Quality and Accountability HR = Human Resources PM = Project Manager MEAL = Monitoring Evaluation & Learning PDU = Program Development SPRM = Strategy Partnership and Resource Mobilization CO = Communications Office				

2.6. Priority Areas

Community World Service Asia has prioritized its geographical coverage for emergency response based on locations vulnerable to disasters; its presence in the area; long standing relationships with communities; areas where it had worked previously and those areas where it has potential local partners. Community World Service Asia will respond in Baluchistan, Khyber Pakhtunkhwa, Punjab, Azad Jammu & Kashmir and Sindh province. The Emergency response can be expanded to other areas identified based on the needs and access. It includes Women headed households, elderly, differently abled people, children and minority groups.

Summary of Response

Sectors:	Emergency Health, Food security, Livelihood, Shelter and NFIs, WASH, Quality and Accountability
Available Resources:	Trained Human Resource, Emergency Funds, Trusted Partners, One Mobile Laboratory, 2 Hydraulic Mobile Health Units (HMHU) and an Ambulance
Resources to be Mobilized:	Funds to cover the cost of items as well as operational cost for distribution staff and secondments from partners
Responsibility:	Shehla Jabeen, Shahab Anjum, Ashar Nasir, Gohar Imdad, Sohail Rathore



Legend

- Disaster Prone Areas
- Other Areas
- District Boundaries
- Provincial Boundaries
- Areas where CWSA can respond immediately
- Community World Service Asia Offices

Emergency Funding Sources for Sectoral Response

There are number of donors and supporters who have supported Community World Service Asia's Emergency Response in the past. However, below given are the quick funding sources which can be mobilized within first week of the onset of an emergency.



























ACT Alliance, START Network, UMCOR, CFGB/PWS&D, JPF, Care International in Pakistan, Street Child, CA, DKH/BMZ, Bread for the World	Food Assistance
ACT Alliance, START Network, Care International in Pakistan, CFGB/PWS&D, DKH/BMZ, CA, JPF, VITOL, CAFOD	Shelter & NFIs, Cash based Interventions
ACT Alliance, Americare, CA, Care International in Pakistan, Hope Bridge, UMCOR, AFP, CAFOD	Health Services
ACT Alliance, START Network, Bread for the World, Church of Sweden	Quality and Accountability

2.7. Emergency Response Timelines

ACTION	RESPONSIBILITY	GENERAL	START NETWORK	ACT Alliance
Contingency Plan	Emergency Team	At the pre monsoon stage		
Review of existing resources	Emergency Team	First day of the onset of disaster		
Reflection meeting on disaster related needs and future course of action	Emergency Team	First day of the onset of disaster		
Release of alert	Emergency team with Communication Office		Within 24 hours of the anticipation/onset of disaster	Within 24 hours of the onset of disaster
Contact Bilateral donors	Deputy Regional/Associate Director	Soon after release of an alert		
Approach In country funding	Associate Regional Director/ARD/PC	Soon after the funds are announced such as Concern Rapid and PHPF etc.		
Rapid Needs Assessment	Assessment Team	Within first week of disaster		
Finalization of emergency response plan	PC with Associate Regional Director	Soon after findings of the assessment are shared		
Apply for RRF	ARD with PC	Soon after release of an alert		Within 48 hours of onset of Emergency
Coordination with members on ACT full appeal	Deputy Regional/Associate Director/PC			Once it is decided by the ACT forum to go for Appeal
Submission of concept notes	PC with Associate Regional Director	Within first week of the release of alert	Within 48 hours of issuance of the alert	If no RRF, then within 48 hours of the issuance of alert
Submission of concept note for Category 3 disasters	Associate Regional Director with PC	As soon as Government announce Emergency and ask for Humanitarian Support		Within 7 days of the issuance of Alert
Release of Appeal for Category 2 disasters	Associate Regional Director with PC	As soon as emergency is declared at local level		Within 5 days of the issuance of concept note or 7 days of the issuance of Alert
Release of Appeal for Category 3 disasters	Deputy Regional Director and Associate Regional Director along with PC	As soon as the concept note is submitted for Category 3 disaster		Within 14 days of issuance of concept note or 21 days of issuance of Alert
Report to EAD	External Affairs Manager with PC	As soon as the project agreement is signed		

Apply for NOC	Emergency Response team with Security	Soon after the response sectors and geographical areas are finalized	
Release of Situation Reports/Updates	Emergency Coordinator with Communication Office	On Need basis depends on the severity of the issue	
Dividing roles and responsibilities with all the departments	Associate Regional Director and heads of departments	Soon after the response plan is finalized	
Hiring of field staff	HRD with Emergency team	Upon approval of funding	
Procurement	Procurement Department with Emergency Team	Upon approval of funding	
Selection of Project Participants	Emergency Team	Soon after approval of the project	
Distribution/Health service delivery	Emergency Team	After completion of the selection	Within seven days of the approval of funds
Recovery and Rehab	Emergency Team with Associate Regional Director		Soon after the full appeal is approved
Monitoring	Emergency Teams with MEAL department and Associate Regional Director	Ongoing activity during project implementation	
Final Reporting	Emergency Coordinator with Associate Regional Director	After completion of project activities	Within 60 days of start of project

2.8. Response process for level of Emergencies

Emergency Level 1	Emergency Level 2	Emergency Level 3
<p>Release of an alert</p>  <p>Emergency team Meeting on Decision Whether to respond</p>  <p>YES</p> <p>Contact Donors</p>  <p>Submit Concept note/proposal</p>  <p>Meeting for Heads up with Support Deptts.</p>  <p>Initiate Emergency Response</p>  <p>Final Reporting</p>	<p>Release of an alert</p>  <p>Emergency team Meeting on Decision whether to respond</p>  <p>YES</p> <p>Contact donors</p>  <p>Meeting for Heads up with Support Deptts.</p>  <p>Rapid Needs Assessment</p>  <p>Submit Concept note/proposal</p>  <p>Releasing Sitreps</p>  <p>Start of Emergency Response</p>  <p>External Coordination</p>  <p>Final Reporting</p>	<p>Release of an alert</p>  <p>Emergency team Meeting on Decision whether to respond</p>  <p>YES</p> <p>Contact Donors</p>  <p>Meeting for Heads up with Support Deptt.</p>  <p>Rapid Needs Assessment</p>  <p>Submit Concept note/proposal</p>  <p>Releasing Sitreps</p>  <p>Start of Emergency Response</p>  <p>External Coordination</p>  <p>Full Appeal</p>  <p>Final Reporting</p> 
Level 1	Localized emergencies such as small-scale fires, landslides, canal breaches, and low level epidemics which are usually taken care of at the district level.	
Level 2	The emergencies that overwhelm the capacity of the district administration to manage the situation. This may include but not limited to outbreak of epidemic, drought, flash floods/floods or earthquake.	
Level 3	A large-scale disaster that calls for a response beyond the resources of the provincial government is known as a level 3 emergency. The Prime Minister declares an emergency in the case of a level 3 disaster and calls for external assistance.	