

# EARLY ACTION PROTOCOL OPERATIONS UPDATE

Tajikistan | Cold Wave

08 August 2024



Photo Credit: Shaftoloo Burhonov, Red Crescent Society of Tajikistan.

EAP №: <b>EAP2022TJK02</b>	Operation №: <b>MDRTJ033</b>	EAP approved: <b>01/12/2022</b>
Trigger date: <b>N/A</b>	Early action timeframe: <b>4 days</b>	Timeframe covered by this update: <b>01/12/2022 – 08/08/2024</b>

**Original budget: 274,969 CHF**  
**Revised budget: 244,083 CHF**  
**To assist: 6,565 people**

# EARLY ACTION PROTOCOL

## Summary of revisions to the operation



With this revision of the Early Action Protocol (EAP), Tajikistan Cold Wave, no changes are proposed to the geographical area, targeted population or early action activities. Rather, the **major changes are related to the procurement management and timeframe, with activities starting later, but to be completed by the original timeframe and the budget with a slight decrease compared to the initial budget.**

The project start date was 1 December 2022, however due to audit findings, which was conducted at Red Crescent Society of Tajikistan (RCST), and challenges with procurement system at RCST, the implementation did not commence, and no activities were implemented until 31 December 2023. The RCST was recommended to address the issues raised from the audit, which took some time, and procurement of the items for

the activation will be managed by IFRC.

In 2024, following consultations, the Regional DREF Team recommended preparing an Operations Update describing all the changes to the outlined activities within the Early Action Protocol since the start of the project.

Due to challenges within RCST, no activities were completed in Year 1; the stock repositioning activities from Year 1 were shifted to Year 2. Since no activities were implemented in Year 1, the Year 1 Readiness activities, including consultancy fees (Committee of Emergency Services and Hydro-met), Focal Point compensation, IFRC Disaster Management Coordinator expenses, awareness raising campaign, communication and office costs were removed from the budget, as these activities were not done. In the initial budget, per diem and accommodation cost for the trips were calculated incorrectly and in addition, the per diem and accommodation rate at RCST were revised. The RCST Focal Points payroll and consultancy fees were increased by 7% and 10% respectively, as it is normal practice of revision of staff compensation, performed annually in Tajikistan. The cost of the communication and stationery were also slightly revised as inflation has affected the cost in Tajikistan. Since IFRC will be managing procurement, part of the 1 month's IFRC Procurement Delegate cost, who will manage the procurement of items for the project, was added to the budget.

**Overall, the budget modification results in a decrease of a total of CHF 30,886, from CHF 274,969 to CHF 244,083.**

## Early Action Overview

### PLANNED OPERATIONS



#### Shelter, Housing and Settlements

Female: **3,939**

Original budget: **CHF 133,648**

Revised budget: **CHF 119,823**

Male: **2,626**

#### Indicator planned:


Number of people reached with shelter, housing and settlement interventions in advance of a hazard

#### Priority Early Actions:

*The most vulnerable groups are provided with relief items by the RCST to reduce health risks of the cold wave*

	Timeframe [Year]				
	1	2	3	4	5
<b>Readiness activities</b>					
Selection of targeted people on an annual basis, i.e. pre-validated list generated as part of the annual readiness activity (RCST Forecast-based Financing [FbF] Focal Point).					
Volunteer Training for installation of window insulation, floor thermal insulation and electric oil heaters, as part of volunteer refresher training (60 volunteers in 5 target communities).					
<i>The volunteer refresher training is included under National Society Strengthening.</i>					
	Timeframe [Year]				
	1	2	3	4	5
<b>Pre-positioning activities</b>					
Procure and preposition windows insulation materials (1 set per family, 1,233 household [HH]).					
Procure and preposition floor thermal insulation material (20sq.m. per family, 1,233 HH)					

Procure and preposition electric oil heaters (1 per family, 1,233 HH).					
	<b>Timeframe (Days)</b>				
<b>Early action activities</b>	1	2	3	4	
Distribution of the prepositioned windows insulation, floor thermal insulation, and electric oil heaters.					
Volunteers assist in installation of insulation and electric oil heaters (60 volunteers for 5 target communities).					
Pre-signed agreement between RCST and supplier for thermos flasks [3L]. They will be delivered within 4 days of lead-time.					



## Livelihoods

**Indicator:** Number of people reached with livelihoods interventions in advance of a hazard

**Priority Early Actions:** Provision of essential household and food items

Female: **3,939**

Male: **2,626**

Original budget: **CHF 53,580**

Revised budget: **CHF 48,037**

	<b>Timeframe [Year]</b>				
<b>Readiness activities</b>	1	2	3	4	5
Pre-signed agreement between IFRC and supplier for essential food commodities. They will be delivered within 4 days of lead-time.					

	<b>Timeframe [Year]</b>				
<b>Pre-positioning activities</b>					
N/A					

	<b>Timeframe [Days]</b>			
<b>Early action activities</b>	1	2	3	4

Distribution of essential food commodities 20 kg wheat flour, 5L vegetable oil, 2kg salt, 5kg sugar, 5kg rice, 2kg macaroni, 1kg red beans, 0,5kg tea – per family, 1,233 HH).				
Distribution of thermos flask 3L (1 per family, 1,233 HH).				



**Risk Reduction,  
climate  
adaptation and  
recovery**

Female: **3,939**

Male: **2,626**

Original budget: **8,676**  
Revised budget: **CHF 8,144**

**Indicator:** Number of people reached with risk reduction and/or climate adaptation interventions in advance of a hazard

**Priority Early Actions:** 1. Awareness of the population

	Timeframe [Year]				
	1	2	3	4	5
<b>Readiness activities</b>					
Annual cold wave awareness campaign (15 persons in 5 districts [3 person in each district] for 2 days).					
Banners with FbA/IFRC/RCST logos for 5 districts and 1 for RCST HQ					
Roll-up banners with FbA/IFRC/RCST logos for RCST HQ.					
Production of Billboards for 5 regions, 2 per region (Cold wave awareness raising materials).					
Production of Flyers for 5 regions and 5 target communities (Cold wave awareness raising materials).					
	Timeframe [Year]				
<b>Pre-positioning activities</b>					
N/A					
	Timeframe [Days]				
<b>Early action activities</b>	1	2	3	4	
N/A					

## Enabling approaches



### Coordination and Partnerships

Original budget: **CHF 5,370**  
Revised budget: **CHF 4,181**

**Objective:**

Strengthening connections and gathering information, holding meetings, seminars and trainings for RCST staff at various levels.

	Timeframe [Year]				
	1	2	3	4	5
<b>Readiness activities</b>					
Committee of Emergency Situation (CoES) Consultant fees (3 months per year).					
Annual Working Group meeting with FbA implementing partners to update the possible changes in the EAP on cold wave.					
Annual meeting with Suppliers to extend an existing contract/re-select suppliers.					
Agency for Hydrometeorology Consultant fees (3 months per year).					
	Timeframe [Year]				
<b>Pre-positioning activities</b>					
N/A					
	Timeframe [Days]				
<b>Early action activities</b>					
N/A					



**Objective:**

To get support from the Disaster Management Coordinator based in the IFRC Secretariat with the current EAP monitoring and travel.

	Timeframe [Year]					
<b>Readiness activities</b>	1	2	3	4	5	
DM Coordinator payroll and SOOSC- 10% (Dec 2024 – Nov 2026)		█	█			
Monitoring visit by DM Coordinator		█				
	Timeframe [Year]					
<b>Pre-positioning activities</b>	1	2	3	4	5	
IFRC Procurement Delegate support to NS		█	█			
	Timeframe [Days]					
<b>Early action activities</b>	1	2	3	4		
Monitoring visit by DM Coordinator		█				



**National Society  
Strengthening**

Original budget: **CHF 48,697**

Revised budget: **CHF 39,267**


**Objective:**

RCST is having an innovative strategy at the Tajikistan level. It is assumed that the district authorities and the beneficiaries themselves value early support at different levels. RCST is ready in preparation and response in the region. RCST branches have NDRTs and qualified deployment volunteers, vehicles and communication materials. RCST ensures an effective deployment of the staff/NDRTs within 24 hours of activation, it will be a key that both the NDRT coordinator and RCST Secretary General are involved in the process from the outset.

	Timeframe [Year]				
Readiness activities	1	2	3	4	5
Volunteer Refresher Training on FbF EA, registering people, distribution, community engagement and accountability (60 volunteers in 5 target communities).					
RCST Focal Point salary (6 months per year).					
Annual Refresher Workshop for RCST HQ staff and branch coordinators.					
Social Tax					
Communication (Internet, Telephone, etc. for RCST Focal Point and 5 RCST branch members).					
Office costs - Stationary (for RCST Focal Point and 5 RCST branches).					
Banners with FbA/IFRC/RCST logos for 5 districts and 1 for RCST HQ.					
Roll-up banners with FbA/IFRC/RCST logos for RCST HQ.					
Production of Billboards for 5 regions, 2 per region (Cold wave awareness raising materials).					
Production of Flyers for 5 regions and 5 target communities (Cold wave awareness raising materials).					

Annual Refresher First Aid Training for RCST branch staff and volunteers.					
	<b>Timeframe [Year]</b>				
<b>Pre-positioning activities</b>	1				
Visibility items for RCST HQ staff/RCST branch members and volunteers (set of bibs & caps).					
	<b>Timeframe [Days]</b>				
<b>Early action activities</b>	1	2	3	4	
RCST Indirect administrative cost.					
Lessons Learned Workshop for RCST FbF team and implementing partners.					
Post-distribution M&E.					

## Budget

 <b>Early Action Protocol Summary</b>				
<b>EAPcode - Tajikistan Red Crescent Cold Wave</b>				
Operating Budget	Readiness	Pre-Pos Stock	Early Action	TOTAL
<b>Planned Operations</b>	<b>1,670</b>	<b>103,693</b>	<b>70,642</b>	<b>176,005</b>
Shelter and Basic Household Items	0	97,219	22,604	119,823
Livelihoods	0	0	48,037	48,037
Multi-purpose Cash	0	0	0	0
Health	0	0	0	0
Water, Sanitation & Hygiene	0	0	0	0
Protection, Gender and Inclusion	0	0	0	0
Education	0	0	0	0
Migration	0	0	0	0
Risk Red., Climate Adapt. and Recovery	1,670	6,475	0	8,144
Community Engagement and Accountabilit	0	0	0	0
Environmental Sustainability	0	0	0	0
<b>Enabling Approaches</b>	<b>54,389</b>	<b>5,559</b>	<b>8,130</b>	<b>68,079</b>
Coordination and Partnerships	4,181	0	0	4,181
Secretariat Services	19,870	3,834	928	24,631
National Society Strengthening	30,339	1,725	7,203	39,267
<b>TOTAL BUDGET</b>	<b>56,059</b>	<b>109,253</b>	<b>78,772</b>	<b>244,083</b>

*all amounts in Swiss Francs (CHF)*

1. Due to challenges within the procurement system and capacities of Tajikistan NS, there was no activity completed in Year 1 of the Early Action Protocol for Cold Wave, and some of the Year 1 activities, mainly related to Prepositioning Stock activities, were shifted to Year 2.
2. Due to the abovementioned reasons, some of the Year 1 activities (mainly Readiness activities), including consultancy fees (CoES and Hydro-met), Focal Point payroll, IFRC DM Coordinator expenses awareness raising campaign, communication and office costs were not implemented and were removed from the budget, which results in decrease of the costs.
3. In initial budget per/diem and accommodation cost for the trips were incorrectly calculated for 1 person only and for 1 day, whereas funding for 2 or more days is required to cover the trips of 1 or 2 person to the field. In addition, per/diem rate at RCST are revised from TJS 130 to TJS 200/day and accommodation rates are revised from TJS 200 to TJS 300 person/day (a document with new rates is shared with IFRC), and this will result in cost increase.
4. NS Focal Point payroll and consultancy fees for the partners (COES and Hydro-met) are increased by 7% and 10% respectively, as a normal practice of revision of staff compensation, performed annually in Tajikistan, and this will result in cost increase.
5. The cost for the communication and stationery are increased slightly and the prices are adjusted based on the current market prices.

6. RCST is recommended to START THE National Society Logistics Development process in order to address the issues and capacity gaps within the logistics structures. Until the capacity is established, the procurement activities will be conducted by IFRC, and therefore CHF 3.6000 is added to cover part of the Procurement Delegate cost for 1 month.
7. Revised exchange rates result in decrease in the total funding.

**The modification will result in a decrease of overall budget by CHF 30,886 (from CHF 274,969 to CHF 244,083) using the new the same TJS/CHF exchange rate of 0,0871 versus 0.09715, used for the projection of the initial budget.**

## Contact information

For further information, specifically related to this operation please contact:

### In the Red Crescent Society of Tajikistan

- **Secretary General** : Bahodur Kurboniyon, [kurbonion@gmail.com](mailto:kurbonion@gmail.com), (+992) 372240374
- **Operational coordination**: Mustafo Rahmatsho, FbF Coordinator, [mustafo.surkhov@gmail.com](mailto:mustafo.surkhov@gmail.com), +(992) 931300399

### In the IFRC Country Cluster Delegation for Central Asia:

- **Head of Delegation**: Seval Guzelkilinc, [seval.guzelkilin@ifrc.org](mailto:seval.guzelkilin@ifrc.org), +996700558803
- **Disaster Management Coordinator**, Zafarbek Quvvatbekov, [zafarbek.quvvatbekov@ifrc.org](mailto:zafarbek.quvvatbekov@ifrc.org), +992939991136

### In the IFRC Regional Office for Europe:

- **Senior Officer, Disaster Response Emergency Fund**: Dora Veto, [dora.veto@ifrc.org](mailto:dora.veto@ifrc.org)
- **Senior Officer, Climate and Environment**: Paula Haro, [paula.haro@ifrc.org](mailto:paula.haro@ifrc.org)
- **Senior Officer, Disaster Preparedness**: Eray Hatay, [eray.hatay@ifrc.org](mailto:eray.hatay@ifrc.org)

### In the IFRC Secretariat in Geneva:

- **Senior Officer, Anticipatory Action Capacity Strengthening**: Melanie Ogle, [melanie.ogle@ifrc.org](mailto:melanie.ogle@ifrc.org)
- **Senior Officer, Disaster Response Emergency Fund (Anticipatory Pillar)**: Malika Noisette, [malika.noisette@ifrc.org](mailto:malika.noisette@ifrc.org)

#### Reference



Click here for:

- [EAP summary and budget](#)