

# EARLY ACTION PROTOCOL ANNUAL REPORT

Guatemala | Floods associated with  
Tropical Cyclones

March 2026



Participants in the Floods EAP activation simulation in prioritized communities of Puerto Barrios municipality, Izabal. Photo: Communications Department, Guatemalan Red Cross.

EAP No: <b>EAP2024GT02</b>	Operation No: <b>MDRGT024</b>	Period covered by this annual report: <b>01/01/2025 to 31/12/2025</b>
EAP approved: <b>16/05/2024</b>	EAP timeframe: <b>5 Years</b>	


**Annual Budget: 15,468 CHF**  
**EAP Budget: 547,206 CHF**

# SUMMARY OF THE EARLY ACTION PROTOCOL

The IFRC Disaster Response Emergency Fund (DREF) has allocated **CHF 547,206** for the implementation of anticipatory actions to reduce and mitigate the impact of floods in Guatemala. This Early Action Protocol includes an allocation of **CHF 225,021** for annual readiness activities and **CHF 17,213** for prepositioning, to enable timely implementation of early actions if and when the trigger is reached. An additional **CHF 304,972** is allocated for the implementation of early actions. The early actions to be conducted have been pre-agreed with the National Society and are described in the [Early Action Protocol summary](#).

The administrative and operational activities of this Early Action Protocol (EAP) began in July 2024, following the assignment of the National Society implementation team. This report summarizes the annual readiness and prepositioning activities done in the reporting period.

## SUMMARY OF ANNUAL PROGRESS BY PLANNED OPERATION

	CHF budget:	CHF actual:
<b>Multi-purpose Cash</b>	358,642	9,836

### Narrative description of plan vs achievements

During 2025, the Guatemalan Red Cross advanced key readiness actions to support potential delivery of Multipurpose Cash under the Floods EAP. Community registration activities were carried out in prioritized areas for the Floods EAP through the delegations of Puerto Barrios, Izabal, Cobán and Retalhuleu, reaching 3 of 4 communities per cent of targeted communities registered.

To strengthen readiness for the remaining communities pending registration, budget line reprogramming was processed and approved by IFRC. This enabled the procurement of visibility materials with key Anticipatory Action messages focused on floods, to support community engagement and outreach.

Operational readiness for cash delivery was also tested through a simulation focused on the cash transfer distribution process. The simulation included the exercise "Update of the Early Action Plan for Floods Associated with Tropical Cyclones, with a focus on the Cash Transfer Program (CTP) distribution process", implemented in prioritized communities in San Andrés Villa Seca, Retalhuleu. The exercise supported the review of procedures and readiness arrangements ahead of any future activation. In addition, staff and volunteers from the Santo Tomás de Castilla delegation received training on basic Anticipatory Action concepts, Cash Transfer Programming and the cash distribution circuit, to strengthen local preparedness.



### Health & Care

**CHF budget:**

**CHF actual:**

9,836

9,836

#### **Narrative description of plan vs achievements**

By February 2025, the National Society completed the repositioning of four fully equipped first aid kits for delegations with presence in the Floods EAP intervention areas. A first aid refresher course for the involved delegations was reprogrammed for the next year. In parallel, volunteer recruitment activities were carried out in delegations linked to the EAP intervention areas to strengthen local readiness.

In addition, Cash Transfer Programming focal points from the Jalapa and Chiquimula delegations and Central Headquarters participated in the Regional Workshop on Humanitarian Information Management for Anticipatory Action, held in San José, Costa Rica, as part of broader capacity strengthening for EAP readiness.



### Risk Reduction, climate adaptation and Recovery

**CHF budget:**

**CHF actual:**

77,369

21,316

#### **Narrative description of plan vs achievements**

During the reporting period, the National Society implemented readiness actions to support the Floods EAP through socialization of the protocol with delegations in the EAP intervention areas. Mobilization support was used to enable coordination with delegations and with regional and departmental delegates and municipal risk management offices of the National Coordination for Disaster Reduction. Mobilization support was also provided for staff and volunteers to undertake community registration activities in prioritized and selected communities within the EAP intervention areas.

As part of readiness efforts, an EAP activation simulation was conducted in prioritized intervention areas in Puerto Barrios, Izabal.

In addition, the budget line for Anticipatory Action workshops was reprogrammed to support a second simulation focused on Cash Transfer Programming processes. Completion of community registration activities, as well as a strategic evaluation and anticipatory action planning workshop led by the Disaster Risk Management Directorate, are scheduled for the first quarter of 2026.

## **Enabling approaches**



### Secretariat Services

CHF budget:

CHF actual:

47,261

33,436

#### Narrative description of plan vs achievements

Part of the budget has been allocated to cover the salaries of the finance officer and the Planning, Monitoring, Evaluation and Reporting (PMER) officer of the Central America Cluster. These technical profiles have provided specialized support to the Guatemalan Red Cross throughout the entire process, from the formulation of the Early Action Protocol (EAP) to the technical follow-up of the implementation of preparedness actions. This support has helped ensure methodological coherence, accountability, and compliance with the operational standards established within the EAP framework.



### National Society Strengthening

CHF budget:

CHF actual:

54,097

22,416

#### Narrative description of plan vs achievements

During the reporting period, Guatemalan Red Cross also maintained direct communication with the National Institute of Seismology, Volcanology and Hydrology through an assigned focal point, particularly during the rainy season from May to November, to receive real time forecast information on events that may affect the country.

The National Society strengthened readiness through prepositioning of volunteer protective clothing, including trousers, shirts, rain capes, vests and footwear. These items are available in the National Society warehouse for immediate use in case of EAP activation. Complementary procurement of additional items, including hats, caps and t shirts, is planned for volunteer and staff use. Operational readiness was also supported through expenditures on office and communication materials.

To strengthen volunteer capacity to support EAP readiness activities, the Volunteer Management Directorate conducted recruitment and induction activities for new volunteer candidates across Guatemalan Red Cross delegations, including Quetzaltenango, Chiquimula, Jalapa, Puerto Barrios and Santo Tomás de Castilla. Participants received core training on institutional doctrine to support their integration and commitment to the National Society humanitarian mission. With IFRC funding and coordination by the Disaster Risk Management Directorate, 85 individuals expressed interest in joining the volunteer base in the respective delegations.

Finally, to strengthen the capacities of staff and volunteers supporting EAP readiness actions, focal points from the Jalapa and Chiquimula delegations and the EAP coordinator participated in the Regional Workshop on Humanitarian Information Management for Anticipatory Action, held from 8 to 12 December 2025 in San José, Costa Rica.

## CHALLENGES, LESSONS LEARNED, PROPOSED ADJUSTMENTS

Community registration remained more complex in some locations where the Guatemalan Red Cross has not previously had a presence. In these areas, some community members expressed reluctance to share personal data. Nonetheless, the preparation of Guatemalan Red Cross staff and volunteers contributed to improved engagement outcomes. Closer engagement with local authorities remains necessary to facilitate community access and strengthen trust during registration processes.

Based on the activation simulation and the Cash Transfer Programming distribution process simulation, the National Society identified the following main lessons learned:

- Activation simulations help streamline the Cash Transfer Programming distribution circuit by testing procedures in real time and identifying bottlenecks before an actual activation.
- Cash Transfer Programming distribution simulations generate practical improvements by confirming what works well and highlighting specific areas that require adjustment for a real activation.

## FINANCIAL REPORT

As of the 2025 reporting period, a total of **CHF 96,839** has been expended for the implementation of readiness, pre-positioning, and early action activities. This represents approximately **17.70 per cent** of the overall five-year budget of CHF **547,206**.

## Contact information

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

### In the Guatemalan Red Cross

- **Director General:** Virna Villela, [virna.villeda@cuzroja.gt](mailto:virna.villeda@cuzroja.gt)
- **Director of Disaster Risk Management:** Teresa Marroquín, [teresa.marroquin@cuzroja.gt](mailto:teresa.marroquin@cuzroja.gt)

### In the IFRC

- **IFRC Country Cluster Support Team:** Diana Oviedo, Programs and Operations Coordinator, [diana.oviedo@ifrc.org](mailto:diana.oviedo@ifrc.org)
- **IFRC Regional Office:** Maria Martha Tuna, Manager Operations, Evolving Crisis and Disasters, [maria.tuna@ifrc.org](mailto:maria.tuna@ifrc.org)
- **IFRC Geneva DREF Team:** Malika Noisette, DREF Senior Officer (anticipatory pillar), [malika.noisette@ifrc.org](mailto:malika.noisette@ifrc.org)

### Reference



Click here for:

- [EAP Summary and budget](#)
- [Annual reports from previous years](#)

# FBAF Early Actions

## INTERIM FINANCIAL REPORT

Selected Parameters			
Reporting Timeframe	2024/05-2025/1	Operation	PGT613
Budget Timeframe	2024/05-2029/0	Budget	APPROVED

Prepared on 16/Mar/2026

All figures are in Swiss Francs (CHF)

### MDRGT024 - Guatemala - Floods EAP / EAP2023GT03

Early Actions Timeframe: 29 may 2024 to 30 may 2029

## I. Summary

<b>Opening Balance</b>	<b>0</b>
<b>Funds &amp; Other Income</b>	<b>547.206</b>
DREF Anticipatory Pillar	547.206
<b>Expenditure</b>	<b>-96.839</b>
<b>Closing Balance</b>	<b>450.367</b>

## II. Expenditure by area of focus / strategies for implementation

Description	Budget	Expenditure	Variance
AOF1 - Disaster risk reduction	85.992	21.316	<b>64.676</b>
AOF2 - Shelter			<b>0</b>
AOF3 - Livelihoods and basic needs	336.754	9.836	<b>326.918</b>
AOF4 - Health	9.235	9.836	<b>-600</b>
AOF5 - Water, sanitation and hygiene			<b>0</b>
AOF6 - Protection, Gender & Inclusion			<b>0</b>
AOF7 - Migration			<b>0</b>
<b>Area of focus Total</b>	<b>431.981</b>	<b>40.987</b>	<b>390.994</b>
SFI1 - Strengthen National Societies	70.848	22.416	<b>48.432</b>
SFI2 - Effective international disaster management			<b>0</b>
SFI3 - Influence others as leading strategic partners			<b>0</b>
SFI4 - Ensure a strong IFRC	44.377	33.436	<b>10.941</b>
<b>Strategy for implementation Total</b>	<b>115.224</b>	<b>55.852</b>	<b>59.372</b>
<b>Grand Total</b>	<b>547.206</b>	<b>96.839</b>	<b>450.367</b>

# FBAF Early Actions

## INTERIM FINANCIAL REPORT

Selected Parameters		
Reporting Timeframe	2024/05-2025/1	Operation PGT613
Budget Timeframe	2024/05-2029/0	Budget APPROVED

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Early Actions Timeframe: 29 may 2024 to 30 may 2029

### III. Expenditure by budget category & group

Description	Budget	Expenditure	Variance
<b>Personnel</b>	<b>34.448</b>	<b>28.354</b>	<b>6.093</b>
International Staff		1.251	-1.251
National Staff	34.448	27.103	7.344
<b>General Expenditure</b>	<b>9.929</b>	<b>7.635</b>	<b>2.294</b>
Travel	7.527	2.812	4.715
Information & Public Relations	903		903
Communications	450	140	310
Financial Charges	520	4.089	-3.569
Other General Expenditure		65	-65
Shared Office and Services Costs	529	529	0
<b>Contributions &amp; Transfers</b>	<b>469.432</b>	<b>54.940</b>	<b>414.492</b>
Cash Transfers National Societies	469.432	54.940	414.492
<b>Indirect Costs</b>	<b>33.398</b>	<b>5.910</b>	<b>27.487</b>
Programme & Services Support Recover	33.398	5.910	27.487
<b>Grand Total</b>	<b>547.206</b>	<b>96.839</b>	<b>450.367</b>