



Vietnam Red Cross Society (VNRC) local staff participate in a refresher training on the Early Action Protocol (EAP) for heatwave in August 2024, aimed at strengthening preparedness and response capacities. (Photo: VNRC Hanoi Chapter)

EAP №: EAP2021VN01 (MAA51001)	Period covered by this annual report: 01/01/2024 to 31/12/2024
EAP approved: 09/04/2021	EAP timeframe: 5 Years

Annual Budget: 113,895 CHF
EAP Budget: 225,285 CHF

SUMMARY OF THE EARLY ACTION PROTOCOL

The IFRC Disaster Response Emergency Fund (DREF) has allocated CHF 225,285 for the implementation of anticipatory actions to reduce and mitigate the impact of heatwave in Viet Nam. This Early Action Protocol (EAP) includes an allocation of CHF 111,390 to preposition stock and to undertake annual readiness activities to implement early actions, if and when the trigger is reached. The early actions to be conducted have been pre-agreed with the National Society and are described in the EAP summary [[Link to the EAP summary on IFRC's appeals website](#)].

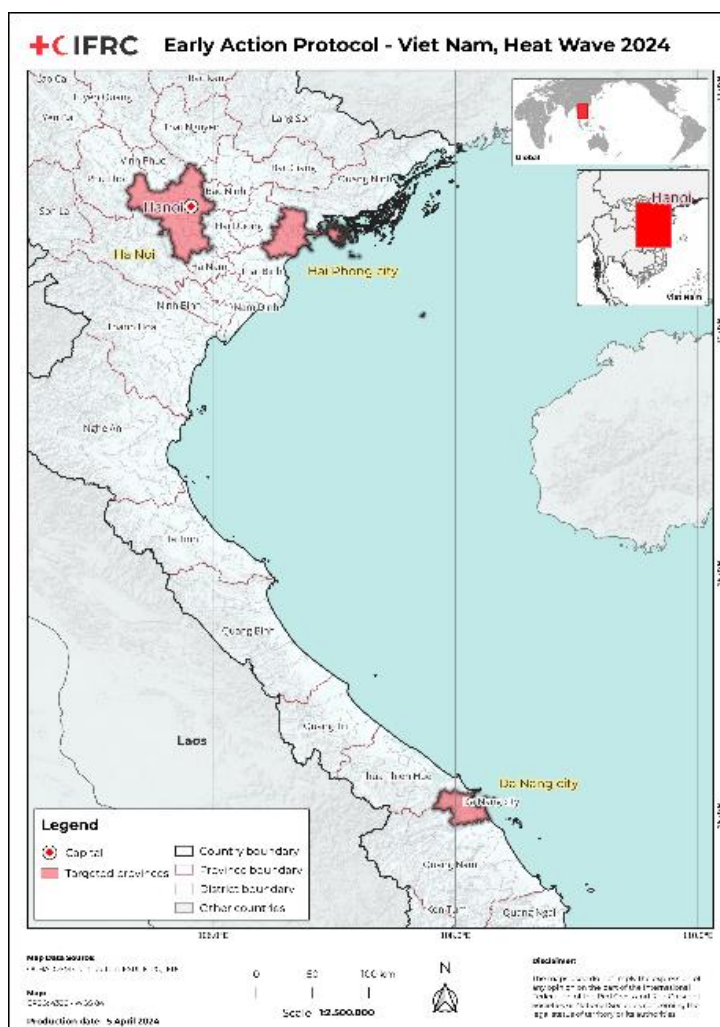
This report summarizes the annual readiness and/or prepositioning activities done during the reporting period. The report also includes any changes or updates to the initially agreed plan.

Since receiving approval from the relevant ministries in Viet Nam to launch the heatwave EAP in the three targeted provinces of Ha Noi, Hai Phong, and Da Nang, the Viet Nam Red Cross Society (VNRC) has been working closely with the Institute of Hydrometeorological Sciences and Climate Change (IMHEN) to monitor the heat index, ensure the accuracy of the EAP, and remain prepared to activate the protocol once the trigger is reached. In 2022, 2023, and 2024, temperatures approached the trigger point at least twice. However, unexpected fluctuations in temperature, coupled with VNRC's internal approval procedures, have prevented the activation of the EAP.

VNRC has consistently conducted inspections, monitoring, and evaluations of volunteers' capabilities while also organizing warehouse visits and supervision to ensure the quality of stored equipment. Prepositioned stocks—including ice storage boxes, stainless steel thermal bottles, thermometers, loudspeakers, foldable medical beds, and communication materials—were stored in the three targeted provinces. The procurement process strictly adhered to the guidelines of both the IFRC and the Vietnamese government, requiring VNRC to publicly announce bids on the government's official procurement website.

The VNRC procurement team, project management team, and IFRC in-country programme officer collaborated closely to select the most suitable suppliers. Framework agreements with bus service providers were established in 2022, ensuring that once the EAP is activated, buses can be deployed immediately to serve as cooling shelters for the targeted population. Each year, VNRC headquarters dispatches its project management board to the provinces to inspect the availability and maintenance status of the equipment.

In 2024, three annual coordination meetings were held across the targeted provinces to provide project updates and enhance knowledge of technical aspects. These meetings were followed by refresher training for staff and volunteers to ensure their readiness before EAP activation. A total of 111 local staff members (56 male, 55 female) and 580 volunteers (Ha Noi: 300, Hai Phong: 140, Da Nang: 140) attended training sessions covering updated operational procedures, actions to be taken upon EAP activation, and financial reconciliation to ensure transparency in implementation. This refresher training also included sessions on health-related activities during



EAP activation, with a particular focus on responding to heat shock and heat-induced illnesses, ensuring participants were well-equipped to manage health risks effectively.

Additionally, VNRC, in collaboration with local authorities, conducted a monitoring survey at cooling center sites in 29 wards to assess their setup and ensure readiness for activation. The survey results confirmed that the targeted provinces were prepared to implement the protocol once the trigger is reached. However, due to prolonged storage since 2019, much of the equipment has corroded due to oxidation. Further support from the IFRC may be required to reassess the quality of the equipment designated for the EAP.

SUMMARY OF ANNUAL PROGRESS BY AREA OF FOCUS

 Health	CHF preposition budget:	CHF preposition actual:
	-	-
	CHF readiness budget:	CHF readiness actual:
	113,895	7,571

Narrative description of plan vs achievements

In August 2024, VNRC conducted a refresher training session for 111 local staff (56 male, 55 female) across 29 wards—15 in Hanoi, 7 in Da Nang, and 7 in Hai Phong. The training focused on implementing health-related activities following the activation of the EAP, with a particular emphasis on heat shock response. Participants also received information on heat-related health issues through IEC materials, which will be distributed to the public once the EAP is activated.

STRATEGIES FOR IMPLEMENTATION

 Influencing others as leading strategic partner	CHF preposition budget:	CHF preposition actual:
	-	-
	CHF readiness budget:	CHF readiness actual:
	-	-

Narrative description of plan vs achievements

The IFRC CCD Bangkok worked closely with the IFRC Programme Officer in Viet Nam to provide continuous support to VNRC. However, VNRC did not activate the heat threshold or conduct any response activities during the year due to a pause in its contract with Vietnam Institute of Meteorology, Hydrology, and Climate Change (IMHEN).

As a result, IFRC did not deploy any international staff to support VNRC for annual monitoring visits or EAP activation monitoring visits.

An annual meeting with stakeholders was held on 18 July 2024, bringing together VNRC representatives from the headquarters and provincial levels, as well as partners involved in the EAP, including bus operation centers, local authorities, and business sectors engaged in EAP implementation. The meeting strengthened

coordination among stakeholders and VNRC, resulting in a renewed commitment to supporting the activation of the EAP in the near future.



Annual meeting with stakeholders happening in Da Nang city in 2024 (photo: VNRC Da Nang RC Chapter)

Note: The expenditures under this sector have been recorded under Health to maintain reporting consistency.

 Strengthening National Society	CHF preposition budget:	CHF preposition actual:
	-	-
	CHF readiness budget:	CHF readiness actual:
	-	-

Narrative description of plan vs achievements

On 18 July 2024, the three cities implemented the Early Action Framework for heatwaves in coordination with the Central Committee, organizing annual stakeholder meetings. Discussions focused on activity and budget planning, monitoring activation thresholds, training officers, surveying cooling center locations, signing agreements with local authorities, recruiting and training volunteers, and reviewing cooling equipment, including tents, fans, misting systems, and banners.

From 5 to 8 August 2024, VNRC conducted a refresher training session for 111 officers (49.5 per cent female) from 29 wards (Hanoi: 15, Da Nang: 7, Hai Phong: 7). The training covered key topics such as interpreting heat index data, the technical procedures for EAP activation, and the activities to be undertaken once the trigger is reached. Financial reconciliation guidelines were also discussed to ensure transparency and accountability in project implementation. Additionally, 580 volunteers (285 male, 295 female) participated in similar training to enhance their understanding of EAP activation. Additionally, VNRC assigned a dedicated team consisting of a Project Manager, a Project Officer, and a Project Assistant at both headquarters and chapter levels. The team closely coordinated with IMHEN to monitor forecast information and ensure timely response planning.

Note: The expenditures under this sector have been recorded under Health to maintain reporting consistency.

CHALLENGES, LESSONS LEARNED, PROPOSED AJUSTMENTS

Several challenges affected VNRC's ability to activate and conduct response activities in 2024. Delays in contracting IMHEN due to procurement procedures impacted the timely establishment of response triggers, hindering early action. Additionally, significant delays in financial and activity reporting from VNRC Chapters created gaps in financial tracking and documentation, affecting decision-making and resource allocation.

Staff turnover within the Project Management Board further disrupted operations, exacerbated by government-imposed hiring freezes that limited the recruitment and retention of experienced personnel. This weakened institutional capacity, affecting the continuity of preparedness and response efforts.

Operational challenges also arose due to the deterioration of metal items, such as rusting tent pegs and other components stored in the warehouse, which complicated volunteers' efforts in setting up shelters during activation. Additionally, concerns were raised about the efficiency and response speed of volunteers, whose ages ranged from 50 to 60 years old.

Furthermore, a lack of budget for site monitoring and city-level activities restricted essential assessments and the implementation of key interventions, reducing the overall effectiveness of emergency preparedness.

To address these challenges, improved coordination among stakeholders, streamlined procurement processes, enhanced financial reporting mechanisms, and strengthened human resource management will be essential to ensuring a more effective response in the future.

FINANCIAL REPORT

The annual budget was set at CHF 113,895, for CHF 7,571 expenditure. The low expenditure was primarily due to the challenges mentioned earlier. Please see the financial report attached for details.

Contact information

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Reference



Click here for:

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

FBAF Early Actions

INTERIM FINANCIAL REPORT

Selected Parameters			
Reporting Timeframe	2024/1-12	Operation	PVN058
Budget Timeframe	2024/1-12	Budget	APPROVED

Prepared on 11/Mar/2025

All figures are in Swiss Francs (CHF)

MDRVN022 - Vietnam - Heat Wave (EAP2021VN01) / EAP2021VN01

Early Actions Timeframe: 09 Apr 2021 to 30 Apr 2026

I. Summary

Opening Balance	122,861
<u>Expenditure</u>	0
Closing Balance	122,861

II. Expenditure by area of focus / strategies for implementation

Description	Budget	Expenditure	Variance
AOF1 - Disaster risk reduction			0
AOF2 - Shelter			0
AOF3 - Livelihoods and basic needs			0
AOF4 - Health	101,423	-7,571	108,994
AOF5 - Water, sanitation and hygiene			0
AOF6 - Protection, Gender & Inclusion			0
AOF7 - Migration			0
Area of focus Total	101,423	-7,571	108,994
SFI1 - Strengthen National Societies	9,648	7,571	2,077
SFI2 - Effective international disaster management			0
SFI3 - Influence others as leading strategic partners	2,825		2,825
SFI4 - Ensure a strong IFRC			0
Strategy for implementation Total	12,473	7,571	4,902
Grand Total	113,895	0	113,895

FBAF Early Actions

INTERIM FINANCIAL REPORT

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MDRVN022 - Vietnam - Heat Wave (EAP2021VN01) / EAP2021VN01

Early Actions Timeframe: 09 Apr 2021 to 30 Apr 2026

III. Expenditure by budget category & group

Description	Budget	Expenditure	Variance
Relief items, Construction, Supplies	14,644		14,644
Clothing & Textiles	7,900		7,900
Water, Sanitation & Hygiene	3,450		3,450
Utensils & Tools	1,944		1,944
Other Supplies & Services	1,350		1,350
Logistics, Transport & Storage	21,200	13	21,187
Storage		13	-13
Distribution & Monitoring	2,280		2,280
Transport & Vehicles Costs	18,920		18,920
Personnel	22,437	484	21,953
National Society Staff		484	-484
Volunteers	22,437		22,437
Workshops & Training	29,767	777	28,990
Workshops & Training	29,767	777	28,990
General Expenditure	18,896	23	18,873
Travel	10,266		10,266
Information & Public Relations	3,664		3,664
Communications		23	-23
Other General Expenses	4,966		4,966
Contributions & Transfers		25,689	-25,689
National Society Expenses		25,689	-25,689
Operational Provisions		-26,986	26,986
Operational Provisions		-26,986	26,986
Indirect Costs	6,951	0	6,951
Programme & Services Support Recover	6,951	0	6,951
Grand Total	113,895	0	113,895