

PDNA/RF Fast Facts Guidance Sheet
October 2009

A Post Disaster Needs Assessment and Recovery Framework (PDNA/RF) is a **government-led exercise** that pulls together information into a single, consolidated report detailing information on the physical impacts of a disaster, the economic value of the damages and losses, the human impacts as experienced by affected populations, and related **early and long-term recovery needs and priorities**.

The PDNA/RF is governed by institutional, legalized agreements between the **World Bank, the UN system and the EC**. The PDNA/RF is the primary modality by which these institutions maximize coherence in order **to ease the impact of demands placed by international organizations on governments** dealing with natural catastrophes.

The **prioritized order of mobilizing support** for the UN system for any stage of PDNAs is:

1. In-country expertise
2. Mutual aid agreements between UN offices in the region
3. Members of the CWGER
4. Standing agreements for stand-by deployment capacity with donor countries (e.g., Sweden, Joint Research Center, etc.)
5. UNDP SURGE, including UNDP/BCPR/DRT

For assistance with PNDAs, contact the **UNDP/BCPR/DRT Senior Recovery Advisor**, Sue.Lautze@UNDP.org; +41 22 917 8556.

Steps for conducting a PDNA are detailed in the **“Guide for the Preparation of PDNAs/RF, Volume II: Preparation and Conduct of a PNDAs/RF with PDNA/RF Toolkit”**. The timing of the PDNA ideally is one where results **inform a revised flash appeal AND** rigorously address how the PDNA’s Recovery Framework clearly **links to longer term development issues**.

Week 1 to 2: Decision to Conduct and PDNA Planning Mission

1. The UNRC should engage in **frequent dialogue with the World Bank, EC delegation and the relevant government institution regarding the need for a PDNA**. Any of these four institutions may initiate the dialogue; there is no need to wait for government to formally request a PDNA to begin the conversation. A parallel discussion will be undertaken between UNDP/BCPR/DRT (for UNDP as lead of the CWGER), the World Bank and EC at the HQ levels.
2. **IF THE GOVERNMENT REQUESTS THE WORLD BANK, THE EC AND/OR THE UN TO CONDUCT PDNA/RF**,¹ this should be treated as a request to all partners (EC, UN and World Bank).

¹ An assessment effort should not be called a ‘PDNA’ unless all partners agree to the launching of a PDNA planning mission. Assessments by individual partners do not amount to a PDNA because PDNA requires engagement by all four principle PDNA partners: government, UN, EC and World Bank.

3. **Share any written government request** for post disaster needs assessments or assistance for the development of a recovery framework with World Bank and EC colleagues in country as well as providing a copy to the BCPR/DRT Senior Recovery Advisor.
4. The next step is to **organize a PDNA planning mission**.

Week 2 to 3: PDNA Planning Mission

1. The PDNA planning mission will commence in country w/in 5-7 days of the partners' decision to collaborate on a PDNA.
2. If additional experts are required to travel to the affected country to support the planning mission, this is organized at the request of the partners. The UNCT and Humanitarian Clusters must be engaged early and often in the process of the PDNA.
3. Identify an available and qualified in-country expert to lead the planning mission for the PDNA or request assistance in mobilizing assistance from the DRT Sr. Recovery Advisor.
4. Establish the PDNA management structure including:
 - a. **High level management team** (e.g., RC, World Bank CD, EC representative, sr. government partner) to oversee the process, provide strategic guidance, take key decision and ensure the availability of resources
 - b. **PNDA/RF Coordination team** to work under government leadership to manage day-to-day planning and management of assessment and development of recovery framework
 - c. **Sector teams** of line ministry experts and UN/WB/EC or other sectoral specialists to collect and integrate data on damage, losses, human impacts and needs.
 - d. **Technical support cell**, including information and communication technology, information, mapping, logistics, translation, etc.
 - e. **Report secretariat** to oversee and support the production of sector assessment reports and recovery frameworks.
5. Identify a location for the PDNA management structures and team
6. Agree on PDNA scope and objectives through the development of an agreed TOR for the PDNA/RF with the key partners. (Sample formats are found in the PDNA guidance.)
7. Agree on the sectors to that will be the focus of recovery assessments.
8. Initiate assessment methods, instruments and sampling (to be elaborated later by sectoral experts but some secondary information, including on-going assessments, can be identified)
9. Identify human, logistical and financial requirements for the PDNA/RF.
10. Develop an information management strategy and initiate baseline data collection.

Week 3 to 8: Conducting a PDNA

1. Form the PDNA team
2. Train the PDNA team (usually 2 days)
3. Conduct the PDNA
4. Prioritize Response Options and Refine the Recovery Framework

For further information, consult the PNDA guidelines and contact UNDP/BCPR/DRT.