

Step 2: Review existing assessments on capacities and procedures to identify gaps

Now that you know what you need to effectively implement the (s)EAP, it is time to look at what you have. Start by looking through existing FbF scoping studies, PER assessments, or other assessments of the National Societies' capacities, as well as Standard Operating Procedures (SOPs) and contingency plans. It is important to assess the capacities at both national and branch level, as the (s)EAP will be implemented at both levels.

Here you can also consult with the national society's disaster management department or the NDRT to know their capacity. Remember that the existing response capacities, including the NDRT, might need to be ready to respond to the hazard that your (s)EAP is addressing, and it might therefore be necessary to ensure additional capacity so that the national society can take anticipatory actions while not limiting its ability to respond. In many cases, some kind of response will still be needed even though anticipatory actions are taken.

As in step 1, if the EAP is being implemented in collaboration with partners, make sure that their capacities are also assessed.

When reviewing the SOPs, pay special attention to whether the SOPs are designed in a way that facilitates acting in anticipation of disasters.

- Do the financial procedures allow for quick disbursement to branches to initiate early actions?
- Do the logistical procedures?

To ensure that you get the full overview, set up consultations with heads of relevant departments to get their perspective. You can do this by taking them through a scenario of how you envision the (s)EAP activation will be rolled out and at what speed and asking them to highlight where there may be challenges.

By comparing the reviewed existing capacities and procedures with the needed capacities and procedures, you should now have a clear overview of where potential gaps might be.