

Step 8: Monitor forecasts and be ready to activate

Once your EAP has been approved and all the agreements are in place, make sure you are ready to activate. Preposition the items for distribution, carry out necessary trainings, ensure financial and logistical arrangements are in place and roles and responsibilities are well understood.

When everything is set, what is left is to monitor the forecasts. It must be clearly defined who gives the signal to start the activation. Ideally, there is a system in place to automatically monitor the forecasts and send an automatic message of alert to relevant actors as soon as a trigger is reached. In case this system does not yet exist, it must be clear who is responsible for monitoring the forecast and informing all relevant actors that the trigger has been reached.

For more details on the activation process, see chapter 6. Activate, Monitor, Evaluate.