

Cyclone Response Communications Protocol

June 2019

1) Mailing list

An open mailing list is maintained by ISCG on mailchimp for the purposes of weather related communications including monsoon and cyclone.

The members of mailing list are: HoSO, Sector Coordinators, EPWG, agency/organization emergency focal points, others on request. *Note that NGO Platform is on both the Sector Coordinators and HoSO groups. Dissemination to networks is expected.*

This mailing list will be used primarily for verified information from the BMD generating warnings or alerts, as detailed below. Standard weather updates will not be shared, only warnings or alerts that may impact Cox's Bazar, as issued by BMD. Information circulated will not be confidential and should be considered public.

2) WhatsApp Group

A closed Whatsapp group will be maintained by ISCG for the purposes of weather related communications including monsoon and cyclone.

The members of the group are HoSO, Sector Coordinators, EPWG, others on approval (closed group). *Note that NGO Platform is on both the Sector Coordinators and HoSO groups.* ISCG will be the admin.

The Whatsapp will be used primarily for verified information, weather updates and standard products as detailed below. However, information circulated may be non-public on a case-by-case basis. The status of information (i.e. not for further distribution) will be clearly marked.

3) Emergency Communications Protocol *(to be further developed)*

In case it becomes necessary, a system of VHF radio/alternative communication tools to inform operations when internet service is disrupted. Will likely be mixed tech – some radio, sporadic cell phone use etc. Should be based around radio room structure at key locations – EOC, HCCs, etc.

Early warning and information sharing in alert phase (pre-landfall)

ISCG to circulate via mailchimp:

- BMD Special Weather Bulletins as they are issued
- Status updates: clear guidance on initiating preparedness activities, and updates on key actions and decisions being taken at senior coordination/GoB level

Sector Coordinators and NGO Platform will disseminate through their networks, and agency heads to their staff. *Note that NGO Platform is on both the Sector Coordinators and HoSO groups.*

Messages to be shared by ISCG as the cyclone approaches are as follows:

PHASE	KEY MESSAGE	FREQUENCY	PRODUCTS	RESPONSE EXPECTED	DISSEMINATION	MODALITY
Initial cyclonic formation	A storm system has been detected as developing in the Bay of Bengal. Further updates will follow. (Text from Briefing Note ¹)	<u>Issued every 12 hours</u>	-IMD National and Cyclone Bulletin	None	Sector coordinators, HOSOG, EPWG	Mailchimp list
	There is not yet a confident track that indicates this storm will threaten Bangladesh.		-Cyclone and Depression Briefing Note			
	If the track is confidently projecting either towards Bangladesh or away a notification will be sent.		-GDACS Alerts			

¹ <https://www.humanitarianresponse.info/en/operations/bangladesh/document/briefing-note-depressions-and-cyclones>

PHASE	KEY MESSAGE	FREQUENCY	PRODUCTS	RESPONSE EXPECTED	DISSEMINATION	MODALITY
BMD distant cautionary signals 1 and 2	A storm system has been detected as developing in the Bay of Bengal. BMD has issued distant cautionary signal X.	Issued every 12 hours	-BMD Special Weather Bulletin (GoB)	None	Sector coordinators, HOSOG, EPWG	Mailchimp list
	There is not yet a confident storm track towards Cox's Bazar. At present, the effects of the storm are primarily over water, however wind and rain may be possible in the coming days.					WhatsApp Group
	No extraordinary action needs to be taken now. We are monitoring updates from the IMD and BMD on the development of the system and will keep you informed.					

PHASE	KEY MESSAGE	FREQUENCY	PRODUCTS	RESPONSE EXPECTED	DISSEMINATION	MODALITY
BMD distant warning signal 3	BMD has issued distant warning signal 3.	Notification frequency goes to 6 hours during the day or when new flag is raised	-BMD Special Weather Bulletin (Gob)	Agencies confirm available staff for HCC and ERTs	Sector coordinators, HOSOG, EPWG	Mailchimp list
	There is not yet a confident storm track towards Bangladesh. At present, the effects of the storm are primarily over water, however wind and rain may be possible in the coming days. <i>Use SOD Text</i>			ISCG confirms staffing tables		WhatsApp Group

	Please review staffing availability for the HCC emergency coordination mechanism and emergency response teams (ERTs).			CWC: communication with refugees		
	We are monitoring updates from the IMD and BMD on the development of the storm system and will keep you informed.					

PHASE	KEY MESSAGE	FREQUENCY	PRODUCTS	RESPONSE EXPECTED	DISSEMINATION	MODALITY
ONE FLAG raised	BMD has issued local warning signal 4 for Cox's Bazar. CPP has ordered the raising of one flag.	Notification frequency goes to 6 hours during the day or when new flag is raised	-BMD Special Weather Bulletin (GoB)	Feedback as requested from meetings	Sector coordinators, HOSOG, EPWG	Mailchimp list
BMD : Local warning signal 4	BMD now sees credible risk that this storm will affect Bangladesh.		GDACs Alert	Sector and agencies to update on the preparedness activities including prepositioning and stocks		WhatsApp Group
	<i>The current storm-track indicates that the area affected may be.....(BMD)</i>		Circulate 72-hour plan and all annexes			Humanitarian Response website
	Sectors please initiate alert phase activities relevant to one flag .		<i>+ Update on HoSO/HCC meetings that have taken place and</i>			

			<i>any key decisions taken.</i>			
	The HoSO <i>has met/will meet</i> to review status and take key decisions including convening the HCCs.		<i>+ Update on EOC / DMC meetings that have taken place and any key decisions taken.</i>			
			ISCG press release, ISCG flash updates			

PHASE	KEY MESSAGE	FREQUENCY	PRODUCTS	RESPONSE EXPECTED	DISSEMINATION	MODALITY
TWO FLAGS raised	BMD has issued danger signal X. Two flags have been raised.	Notification frequency goes to 6 hours during the day or when new flag is raised	-Early Warning Analysis (ISCG/RCO)	Feedback as requested from meetings	Sector coordinators, HOSOG, EPWG	Mailchimp list
BMD: Danger signal 5	Sectors please initiate alert phase activities relevant to two flags .		GDACs Alert	Sector and agencies to update on the preparedness activities including prepositioning and stocks		WhatsApp Group
BMD: Danger signal 6			<i>+ Update on HoSO/HCC meetings that have taken place and</i>			

			<i>any key decisions taken.</i>			
BMD: Danger signal 7			<i>+ Update on EOC / DMC meetings that have taken place and any key decisions taken.</i>			
			ISCG press release and flash updates			

PHASE	KEY MESSAGE	FREQUENCY	PRODUCTS	RESPONSE EXPECTED	DISSEMINATION	MODALITY
THREE FLAGS raised	BMD has issued great danger signal X. Three flags have been raised.		<i>+ Update on HCC meetings that have taken place and any key decisions taken.</i>	Feedback status of preparedness as requested from meetings	Sector coordinators, HOSOG, EPWG	Mailchimp list
BMD:Great danger signal 8	Sectors please initiate alert phase activities relevant to three flags .		<i>+ Update on EOC / DMC meetings that have taken place and any key decisions taken.</i>			WhatsApp Group
BMD:Great danger signal 9	HCCs are now fully activated and will take decisions on operational coordination in the camps from landfall.		Preliminary JADE Disaster Impact Estimates (OCHA/WFP/PDC)	Sector and agencies to update on the preparedness activities including prepositioning and stocks		Humanitarian Response website
BMD:Great danger signal 10			-Updated Early Warning Analysis (ISCG)			

Failure of communication signal 11			ISCG press release and flash updates			
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Operational information sharing post land fall

Phase	Key message	Frequency	Products	Response expected	Shared	Modality
+24 Hours	-Update on weather forecast	Issued every 24 hours	4-hour Rapid Disaster impact assessment	Sector and agencies to update on the preparedness activities including prepositioning and stocks	Sector coordinators, HOSOG, EPWG	Emergency communication protocol, email and what's app
	-Update on Rapid Disaster Assessment (RDA).		JADE Disaster Impact Estimates (OCHA/WFP/PDC)			
	-Update on access – confirm PHASE I activities only	Issued every 12 hours	+ Update on HCC meetings that have taken place and any key decisions taken.			
			+ Update on EOC / DMC meetings that have taken place and any key decisions taken.			
			ISCG press release / flash updates / sitrep			

Phase	Key message	Frequency	Products	Response expected	Shared	Modality
Day 2	-Update on weather forecast	Issued every 24 hours	Flash update (RCO)	Sector and agencies to update on the preparedness activities including prepositioning and stocks	Sector coordinators, HOSOG, EPWG	Emergency communication protocol
	-Update on access – confirm PHASE I activities only and distribution plans	Issued every 12 hours	<i>+ Update on HCC meetings that have taken place and any key decisions taken.</i>			Email
			<i>+ Update on EOC / DMC meetings that have taken place and any key decisions taken.</i>			WhatsApp
			Flash updates / 24-hour sitrep			

Phase	Key message	Frequency	Products	Response expected	Shared	Modality
Day 3	-Update on weather forecast	Issued every 24 hours	72-hour assessment	Sector and agencies to update on the preparedness activities including prepositioning and stocks	Sector coordinators, HOSOG, EPWG	Emergency communication protocol

			<i>Situation report (RCO)</i>			Email
	-Update on access – confirm PHASE I activities only and distribution plans	Issued every 12 hours	+ <i>Update on HCC meetings that have taken place and any key decisions taken.</i>			WhatsApp
	-Update on needs disaster impact assessment		+ <i>Update on EOC / DMC meetings that have taken place and any key decisions taken.</i>			
			ISCG Flash updates and 24 hours sitrep			

Phase	Key message	Frequency	Products	Response expected	Shared	Modality
Day 4	-Update on weather forecast	Issued every 24 hours	Situation report (as on agreed schedule) (RCO)	Sector and agencies to update on the preparedness activities including prepositioning and stocks	Sector coordinators, HOSOG, EPWG	Email WhatsApp
	Update on access – confirm if moving to Phase II or not		ISCG press release			