

# Emergency Plan of Action (EPoA) Togo: Ebola Virus Disease Preparedness

<b>DREF Operation</b>	<b>Operation n° MDRTG005</b>
<b>Date of issue:</b> 27 August 2014	<b>Date of disaster:</b> 20 July 2014
<b>Operation manager (responsible for this EPoA):</b> Zakari ISSA, West Africa Regional Water and Sanitation Coordinator	<b>Point of contact:</b> Dr Kuami BATTAH, Programme Manager, Health / CRT
<b>Operation start date:</b> 27 August 2014	<b>Expected timeframe:</b> 3 months
<b>Overall operation budget:</b> CHF 49,530	
<b>Number of people affected:</b> communities living in 6 different regions (Savannah, Kara, Centrale, Plateaux, Maritime and Lomé)	<b>Number of people to be assisted:</b> 842,000 households (with a population of 4.2 million)
<b>Host National Society presence (n° of volunteers, staff, branches):</b> 90 volunteers, 6 branches	
<b>Red Cross Red Crescent Movement partners actively involved in the operation:</b> ICRC, Swiss RC, Danish RC, German RC	
<b>Other partner organizations actively involved in the operation:</b> Ministry of Health, UNICEF, WHO, Plan Togo	

## A. Situation analysis

### Description of the disaster

Since February 2014, when first cases were reported in Guinea, the virus of Ebola continues to spread dangerously in the countries of West Africa despite the ongoing efforts undertaken by the authorities to stop the disease from spreading. As of 18 August, WHO has recorded a total of 2473 cases attributed to the disease Ebola, with 1350 death detailed for each country as follow: Guinea 579 cases with 396 deaths, Liberia 972 cases with 576 deaths, Nigeria 15 cases with 4 deaths, Sierra Leone 907 cases with 374 deaths.

For the moment the response of humanitarian organizations does not seem to be able to curb the spread of the virus in West Africa, and WHO is concerned on the work that needs to be done to be able to control the spread of the disease and to succeed in reversing the trend. It remains difficult to reach people for support, or to convince them to seek for treatment. There is still perplexity over the existence of the disease among the community. To date, all West African countries are on alert; some have closed their land borders and stopped air flights to/from the affected countries. It is the first time Togo prepares for Ebola. Its population as its health facilities have limited knowledge of the mode of transmission measurements and prevention.

The risk of spread of the disease Ebola in Togo is high; transit of people and goods is frequent to Nigeria and the nearby countries. It is therefore necessary to conduct prevention activities at the community level to reduce the risk of spreading the disease. The Togo Red Cross, as auxiliary to the public authorities, has expertise in preparedness and response to epidemics in coordination with the Ministry of Health and has initiated several measures to prevent the occurrence and prepare the response to a potential epidemic.

### Summary of the current response

#### Overview of the Host National Society

Prevention and response to epidemics are among the priorities of the Togo Red Cross in accordance with its strategic plan for the period 2012-2016.

The Togo Red Cross Society, as auxiliary to public authorities under the coordination of the Ministry of Health, has experience in epidemic prevention and response activities. Below are the health activities carried out in support of the Ministry of Health in the past years:

- cholera outbreaks: in 2008, 2009, 2011, 2012, 2013;
- yellow fever epidemic in 2008;
- meningitis epidemic;
- outbreak of scabies in prison in 2012 Atakpamé (in coordination with ICRC).

Since April 2014, the Togo Red Cross Society has established a crisis committee for the preparation and response to a possible outbreak of Ebola in Togo. With the support of the 5 regional coordination centres and more than 13,000 active volunteers, the Togo Red Cross Society coordinates the development of this committee and of a national plan for prevention and response to Ebola highlighting community, accurate and effective actions in a context of scarce resources. This crisis committee is constituted of 4 commissions including:

- Supervision
- National Operational Coordination;
- Regional Operational Coordination;
- Prefectural Operational Coordination;

## **Overview of Red Cross Red Crescent Movement in country**

Togo Red Cross regularly exchanges information with the IFRC Regional Office based in Abidjan, to provide updated information on the evolution of the epidemiological situation, on the actions taken in country and also on the support needed in preparing for a potential outbreak of the disease.

### **Coordination within the Movement**

Togo Red Cross Society has close contact with ICRC, Swiss RC, Danish RC and German RC in country to exchange updated information on the evolution of the epidemic.

### **Overview of non-RCRC actors in country**

A National Response Committee on Ebola virus has been created in the country; along the Togo Red Cross it also includes key ministries and government structures involved in disaster management, donors agencies including United Nations agencies (WHO, UNICEF), and NGOs such as Plan Togo. The National Society contributes in activities such as alert, logistics, awareness and prevention.

## **Needs analysis, beneficiary selection, risk assessment and scenario planning**

### **Needs Assessment**

The risk of spreading the disease in Togo is high because of its proximity to Nigeria already hit by the Ebola virus. High mobility of people and goods happens regularly. Togo Red Cross is committed to doing everything possible to assist the Ministry of Health in preparing the country through reinforcement of volunteers and disseminating material and information for a potential outbreak; also undertake social mobilisation activities alongside the MOH to increase knowledge of risk and promote prevention behaviour. Togo Red Cross will ensure that PPEs will be available and used with proper training by all staff and volunteers. The training will also include psycho-social support.

## **B. Operational strategy and plan**

### **Overall objective**

The overall objective is to prepare the Togo Red Cross through staff and volunteers training, awareness raising and social mobilisation activities alongside the Ministry of Health and ensure the prepositioning of personal protective equipment when possible, in coordination with other actors. The social mobilisation activities will increase knowledge of risk and promote prevention behaviour.

### **Proposed strategy**

The proposed strategy is consistent with the IFRC strategy in support of the countries neighbouring those affected by the Ebola virus. Capacity building of volunteers and social mobilization activities will be conducted in 6 different regions, namely Savannah, Kara, Centrale, Plateaux, Maritime and Lomé. The social mobilization activities will help increase understanding of risks and promote prevention behaviours.

Activities will focus on:

- Prevention and social mobilization through volunteer training in communication for behavioural change.

- Production and distribution of IEC materials/CCC.
- Training staff and volunteers for possible deployment in the disinfection areas.
- Pre-positioning of personal protective equipment and related training as how to use it.
- Strengthening of epidemiological surveillance in collaboration with the concerned health municipalities.
- Participation in the coordination of the national response.

## AREAS OF INTERVENTION

Targeted areas for prevention activities will primarily be those bordering Ghana to the West, Benin to the East and Burkina Faso to the North. Below are the areas and districts in more detail:

Regions	Districts	Number of districts	Targeted areas
Lomé Commune	D4	1	Aflao border
Maritime	Avé, Yoto, Bas-Mono, Lacs, Golfe	5	Sanvee Kondji border, Aneho market, bus stations, schools, places of worship
Plateaux	Haho, Moyen-Mono, Ogou, Akébou, Wawa, Danyi, Kloto, Agou, Est-Mono, Moyen-Mono	10	market, bus stations, schools, places of worship
Centrale	Sotouboua, Blitta, Tchamba	3	market, bus stations, schools, places of worship
Kara	Bassar, Kéran, Binah, Dankpen, Assoli, Doufelgou	6	market, bus stations, schools, places of worship
Savane	Tône, Cinkassé, kpendjal, Oti, Tendjouare	5	market, bus stations, schools, places of worship
<b>TOTAL DISTRICTS</b>		<b>30</b>	

## Operational support services

### Human resource

The Togo Red Cross will train and mobilize 90 volunteers (15 volunteers per region) to be able to carry on the activities within this Emergency Plan of Action. In addition 1 RDRT will be deployed, to support in the preparedness of key activities. Additional support from the IFRC country office will be also sought, to provide technical support tracking site visits.

Region	Number of teams	Based in
Lomé Commune	2	Togo Red Cross HQ
Maritime	1	Tsévié Coordination
Plateaux	1	Atakpamé Coordination
Centrale	1	Sokodé Coordination
Kara	1	Kara Coordination
Savane	1	Dapaong Coordination
	<b>Total teams: 7</b>	

Each region will be provided with 3 volunteers training targeted communities on the prevention of the Ebola disease. These people per region will train other volunteers identified in the districts (bordering Benin, Burkina Faso and Ghana). The National Society will have a pool of trainers of 18 volunteers. At the regional level, the Regional Coordinators will coordinate and report regularly to the Regional Operational Coordination Committee. At Prefectural level, Prefectural Coordinators will coordinate and report regularly to the Committee prefectural operational coordination in place.

## Logistics and supply chain

The Togo Red Cross Society will use the available vehicles in its fleet and, if necessary, will use its warehouses in the regions for the delivery and storage of relevant equipment. The National Society will apply its procurement plan for

managing procurement and supply (in accordance with agreed rules and procedures). All other supplies will be procured locally except for the Personal Protection Equipment (PPE).

### **Information technology (IT)**

The National Society will use the internet and GSM networks for communications to keep in touch with teams and communities. VHF radios (30 km radius) will also be at disposal.

### **Communications**

Togo Red Cross will use its website and weekly magazine (Newsletters) to share the achievements of this operation. The visibility of volunteers from the Togo Red Cross will be provided during the operation through local media and visibility materials (bibs, production of T-shirts). Good documentation and reports will draw and share lessons learned during the operation. The Togo Red Cross will provide regular updates on the operation. Where possible and relevant, cross border communication and information sharing will be undertaken amongst neighbouring National Societies and Ministries of Health.

### **Security**

Security risks will be examined at any time with appropriate responses accordingly. Caution is needed to ensure that volunteers and staff working on the operation will work in safe conditions and be adequately insured.

### **Planning, monitoring, evaluation, & reporting (PMER)**

While continuous monitoring is being covered by the National Society local branches, the Togo Red Cross at the head quarter level in close cooperation with the IFRC regional office will monitor the progress of the operation and provide necessary technical expertise. The monitoring and reporting of the operation will be undertaken by the National Society. Brief weekly updates will be provided to the IFRC on general progress of the operation, and regular monitoring reports will provide detailed indicator tracking.

The operation will be coordinated by the National Health Coordinator under the supervision of the Secretary General. The health coordinator and focal point of the Federation will coordinate and monitor the implementation of the project in collaboration with the Ministry of Health and stakeholders. Regular reports on the implementation will be produced and transmitted.

### **Administration and financial management**

The National Society has a permanent administrative and financial department, which will ensure the proper use of financial resources in accordance with conditions to be discussed in the Memorandum of Understanding between the Togo Red Cross Society and the IFRC West Coast Office. The management of financial resources will be according to the NS procedures and DREF guidelines specific.

## C. Detailed Operational Plan

### Early warning & emergency preparedness

<b>Outcome 1: The immediate risks to the health of affected populations are reduced</b>													
<b>Output 1.1: The capacity of Togo Red Cross to prepare for potential Ebola response is strengthened</b>													
Activities planned	Week	1	2	3	4	5	6	7	8	9	10	11	12
Train 90 volunteers and supervisors in epidemic control for volunteers													
Train NS Staff													
Purchase and pre-positioning of 110 personal protection equipment kits (100 Light PPE and 10 Heavy Duty PPE) in three relevant departments and train volunteers on their use													
Procure Hygiene - Hand sanitizer gel and Dettol, disinfectant, chlorine													
Monitor and report on activities carried out													
Lessons learnt workshop on the Ebola prevention campaign													
Update the contingency plan of the Togo Red Cross													
<b>Output 1.2: Increased public awareness about EVD (signs and symptoms, transmission risk factors, actions for suspected cases, its prevention and control measures) in the 6 targeted regions more at risk</b>													
Activities planned	Week	1	2	3	4	5	6	7	8	9	10	11	12
Identification of community leaders and conduct targeted sensitisation activities													
Production of 10,000 assorted IEC materials (posters, fliers)													
Distributions of information, education and communication in at risk communities													
Organise community discussions													
Radio broadcasting													
<b>Output 1.3 Community epidemiological surveillance is set up / enhanced</b>													
Activities planned	Week	1	2	3	4	5	6	7	8	9	10	11	12
Participate in information and coordination meetings with authorities													
Set up / enhance community monitoring committees for disease surveillance													
Epidemiological control and monitoring through community disease surveillance													
Follow-up meetings with the local authorities (health districts, prefectures and town councils)													

## Contact information

### For further information specifically related to this operation please contact:

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- **IFRC Zone:** Daniel Bolaños Gonzalez, Disaster Management Coordinator, Phone:+254 20 2835213; email: [daniel.bolanos@ifrc.org](mailto:daniel.bolanos@ifrc.org)
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### For Resource Mobilization and Pledges:

- **IFRC West and Central Africa:** Elisabeth Seck, Resource Mobilization Officer; phone:+221 33 869 36 60; email: [elisabeth.seck@ifrc.org](mailto:elisabeth.seck@ifrc.org)

### For Performance and Accountability (planning, monitoring, evaluation and reporting):

- **IFRC Zone:** Robert Ondrusek, PMER Coordinator; phone: +254 731 067277; email: [robert.ondrusek@ifrc.org](mailto:robert.ondrusek@ifrc.org)

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## How we work

All IFRC assistance seeks to adhere to the Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organizations (NGOs) in Disaster Relief and the Humanitarian Charter and Minimum Standards in Humanitarian Response (Sphere) in delivering assistance to the most vulnerable.

The IFRC's vision is to inspire, encourage, facilitate and promote at all times all forms of humanitarian activities by National Societies, with a view to preventing and alleviating human suffering, and thereby contributing to the maintenance and promotion of human dignity and peace in the world.

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Saving lives, changing minds.



The IFRC's work is guided by Strategy 2020 which puts forward three strategic aims:

1. Save lives, protect livelihoods, and strengthen recovery from disaster and crises.
2. Enable healthy and safe living.
3. Promote social inclusion and a culture of non-violence and peace.

# DREF OPERATION

27/08/2014

Togo: Ebola Virus Disease Preparedness (MDRTG005)

Budget Group	DREF grant budget
Shelter - Relief	0
Shelter - Transitional	0
Construction - Housing	0
Construction - Facilities	0
Construction - Materials	0
Clothing & Textiles	0
Food	0
Seeds & Plants	0
Water, Sanitation & Hygiene	240
Medical & First Aid	5,500
Teaching Materials	0
Utensils & Tools	0
Other Supplies & Services	0
Emergency Response Units	0
Cash Disbursements	0
<b>Total RELIEF ITEMS, CONSTRUCTION AND SUPPLIES</b>	<b>5,740</b>
Land & Buildings	0
Vehicles Purchase	0
Computer & Telecom Equipment	0
Office/Household Furniture & Equipment	0
Medical Equipment	0
Other Machinery & Equipment	0
<b>Total LAND, VEHICLES AND EQUIPMENT</b>	<b>0</b>
Storage, Warehousing	0
Distribution & Monitoring	0
Transport & Vehicle Costs	9,400
Logistics Services	0
<b>Total LOGISTICS, TRANSPORT AND STORAGE</b>	<b>9,400</b>
International Staff	12,000
National Staff	0
National Society Staff	0
Volunteers	68
<b>Total PERSONNEL</b>	<b>12,068</b>
Consultants	0
Professional Fees	0
<b>Total CONSULTANTS &amp; PROFESSIONAL FEES</b>	<b>0</b>
Workshops & Training	4,300
<b>Total WORKSHOP &amp; TRAINING</b>	<b>4,300</b>
Travel	7,200
Information & Public Relations	5,000
Office Costs	500
Communications	1,300
Financial Charges	1,000
Other General Expenses	0
Shared Support Services	
<b>Total GENERAL EXPENDITURES</b>	<b>15,000</b>
Programme and Supplementary Services Recovery	3,023
<b>Total INDIRECT COSTS</b>	<b>3,023</b>
<b>TOTAL BUDGET</b>	<b>49,530</b>