



# Technical Assistance Consultant's Report

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## Cook Islands: Strengthening Disaster Management and Mitigation (Financed by the TA Special Funding)

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For Ministry of Finance and Economic Management (Executing Agency)  
Ministry of Works (Implementing Agency)

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**Asian Development Bank**



**SOPAC**

**Asian Development Bank  
Technical Assistance**

**Strengthening Disaster  
Management and Mitigation  
in the Cook Islands**

**TA 4605 -COO**

**Component One**

**FINAL REPORT**

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## 1. Introduction

### Background

The ADB technical assistance project was designed to strengthen the disaster mitigation and preparedness arrangements of the Cooks Islands based on the experiences of the five cyclones that impacted the country in early 2005. In strengthening these arrangements it was also important that the outcomes were able to effectively support the development of a preventive infrastructure master plan, which is the second component of the ADB technical support.

One of the major challenges facing the Cook Islands government following the cyclones in 2005 was the lack of capacity to effectively deal with the immediate recovery and plan for the longer-term reconstruction process.

The disaster response, which was initiated to deal with the cyclones, highlighted a number of gaps in the overall disaster management planning and coordinating processes. These gaps included the ability to effectively coordinate damage assessment reports, aid management, operational response and the establishment of financial controls to ensure good governance in the management of recovery funds

Another critical issue was the fact that the National Disaster Management Office was under resourced, had a very limited sphere of influence and was lacking any real capacity to coordinate the many activities that needed to be managed effectively to support the role of the National Controller and key agencies.

### Approach

The overall coordination of the ADB technical assistance to strengthening disaster management and mitigation in the Cooks Island under the terms of reference of component one (1) was provided by the South Pacific Applied Geoscience Commission (SOPAC) with the assistance of the New Zealand Ministry of Civil (NZMCDEM).

The approach that was taken by the technical assistance team was a participative consultation process involving individual meetings and workshops in Rarotonga, Aitutaki and Mangaia. Throughout the consultation process the team was mindful of allowing issues to emerge and be resolved from the discussions rather than imposing solutions.

Mindful of the recent development of the Pacific Plan and in particular one of the twenty four key initiatives of the Kalibobo Roadmap, which is to strengthen the mitigation and management of natural disasters, the discussions focussed very much on how the Cook Islands could address the issues of risk reduction (mitigation) as well as closing the gaps that had been identified in the preparedness, response and recovery arrangements.

The overall strategy was to ensure that as the new National Disaster Risk Management Plan and supporting Legislation was developed it was able to reflect the views of the stakeholders and as much as possible be aligned to the *'Pacific Regional Framework for Action for Building Safer and More Resilient Nations and Communities to Disasters 2005-2015'*.

## 2. Summary of TA Activities

The ABD technical assistance team carried out a number of agreed technical assistance activities between August 2005 and April 2006. These activities and associated outcomes are outlined in the following table.

Activities	Outcomes
Identified gaps in disaster response and recovery processes that emerged during the cyclones in early 2005.	Extensive stakeholder discussions including a national workshop identified a number of gaps that have been addressed in the response and recovery arrangements outlined in the new National Disaster Risk Management Plan.
Reviewed the existing National Disaster Plan and supporting legislation.	The outcomes of this review formed the basis of the contents of the new National Plan and enabling Legislation.
Reviewed the disaster management planning arrangements in the outer islands.	The TA team visited Aitutaki and Mangaia and held discussions with local stakeholders. A number of outer island Mayors also attended the stakeholder workshops in Rarotonga. The input received from these discussions was factored into the new National Plan however it was agreed that individual Island Plans would need to be developed at a later stage.
Reviewed other disaster related plans and procedures.	The TA team conducted a comprehensive review which including existing Cook Islands plans and procedures and models of best practice from the Pacific and Australia and New Zealand.
Reviewed the Pacific Plan, the Pacific Regional Framework for Action for Building the Resilience of Nations and Communities to Disasters 2005-2015 and other relevant regional documents in terms of their application to the Cook Islands.	The new National Plan and supporting Legislation reflects the vision of the Pacific Leaders to strengthen disaster mitigation and disaster management policies and plans in line with the Framework for Action. A much greater emphasis has been placed on the Mitigation process in order to address the issue of increasing risks to development in the Cook Islands.

Activities	Outcomes
<p>Assessed the capacity of the National Disaster Management Office (NDMO) and National Disaster Committee (NDC) to effectively carry out their responsibilities.</p>	<p>The outcomes of this assessment and comments received at the stakeholder workshops indicated that the NDMO was under resourced and had a very limited sphere of influence where it was currently located within the Police Department. The National Disaster Committee was perceived as lacking direction and leadership and in recent years had a history of only meeting in times of disasters. There was a great deal of support by the stakeholders to re-establish the preparedness committee and for the NDMO to work closer with the local agencies. It was generally agreed that the NDC should take more responsibility for policy direction in the areas of mitigation and preparedness.</p>
<p>Reviewed the existing disaster management organisational structure.</p>	<p>The TA team and small national review group reviewed the NDMO structure and developed a number of options for consideration by the Prime Minister and Cabinet. This included the establishment and staffing arrangements of a new office to be known as Emergency Management Cook Islands under the department of the Prime Minister. This option was endorsed on the basis that the new office would consist of a minimum staff of three (3) and that the position of the new Director would be advertised and filled as an immediate priority. Suitable office space was allocated for EMCI to be located in the grounds of the Prime Minister's department and reporting to the Chief of Staff.</p>
<p>Assessed the capacity of key agencies to effectively implement disaster management support plans.</p>	<p>Following discussions with a number of key agencies it was agreed that one of the immediate priorities for EMCI would be to liaise with key agencies and assist the process of reviewing all disaster support plans.</p>

<b>Activities</b>	<b>Outcomes</b>
<p>Assessed the capacity of the National Emergency Operations Centre (NEOC), emergency communications and early warning systems.</p>	<p>The TA team inspected the current National EOC and assessed the capacity of emergency communication and early warning systems. A number of issues emerged from this assessment including the need for further EOC training and more detailed SOPs. Emergency communications, particularly to the outer islands, could be improved through the provision of satellite telephones and SOPAC will follow this up through funding support from Emergency Management Australia. Early warning systems need further assessment and consideration by EMCI staff, as it was not possible for the TA Team to visit every island to make this detailed assessment.</p>
<p>Assessed the resources available for disaster response and recovery both human and physical.</p>	<p>Through observations and discussions with a wide range of stakeholders the TA Team determined that the response to disasters is relatively effective due to the very proactive approach taken by many of the key agencies, particularly the Police and Ministry of Works. There are a number of improvements that can be made to the way in which the National Controller is supported and these are outlined in the new Plan. The main weakness is in the planning and coordination for preparedness and recovery. These weaknesses have also been addressed in the new Plan.</p>
<p>Conducted stakeholder consultations to achieve consensus on the most appropriate model for disaster management for the Cook Islands.</p>	<p>The TA team held extensive individual discussions with a range of stakeholders and conducted two major workshops. The new EMCI model and the contents of the new National Plan and supporting Legislation were achieved through broad consensus and endorsement at the highest level of government. These new arrangements are the most contemporary models available in the region and should encourage other Pacific Island Countries to conduct similar reviews in order to meet the call by the Pacific Leaders as outlined in the Pacific Plan.</p>

Activities	Outcomes
Facilitated the necessary institutional and training support to ensure that the agreed disaster risk management arrangements can be effectively implemented.	A number of activities were conducted to strengthen understanding of the disaster management process and in particular the role of the key players in implementing the improvements made to the Hurricane Response Plan. These activities included 'Introduction to Disaster Management' and 'Initial Damage Assessment' Courses and a decision-making workshop.
Ensured that the agreed disaster management arrangements can be integrated as part of a broader framework for mainstreaming disaster risk management in the Cook Islands.	The new arrangements have been developed to support the second phase of the ADB Technical Assistance, which has a far greater focus on risk reduction. The Cook Island is now also well placed to begin the process of mainstreaming disaster risk management as part of the overall national development programme however, this will only happen if the government supports the new arrangements and embraces a whole of government and integrated approach as outlined in the new National Plan.
Identified champions and decision makers who can provide the necessary leadership to ensure the effective coordination of the disaster response and recovery processes.	The Prime Minister and Cabinet have demonstrated that they are champions of change by endorsing the new arrangements however, it is the members of the National Disaster Risk Management Council who will have to stand up and provide the necessary leadership and policy advice to make the process successful. The TA Team believe that the position of the EMCI Director is also a critical one that will to a certain extent determine the success or failure of the new arrangements for the effective coordination of the disaster response and recovery processes.
Provided advice and support to the Ministry of Finance and Economic Management to maximise grant assistance through an effective disaster recovery programme.	The TA team conducted a number of briefings and discussions with the Ministry of Finance and Economic Management and have strengthened the overall recovery arrangements in the new Plan. This has included the role of finance in the initial response and recovery decision-making processes.

### **3. Conclusions**

The ADB technical assistance that has been provided to the Cook Islands has allowed a very inclusive process of consultations and decision making to take place leading to the development of a very contemporary model of National Disaster Risk Management arrangements.

While there has been a great deal of support by all the stakeholders involved in the process and certainly a desire on everyone's part to see improvements made this will only occur if the recommended changes are actually implemented and made sustainable.

The technical assistance that has been provided should be seen as an important first step and not the end of the journey as many challenges still remain. These challenges include the commitment by the revised National Disaster Risk Management Council to meet on a regular basis to discuss and decide policy and to ensure that the advisory committees are proactive and representative of those organisations that have a legitimate role and responsibility for the various aspects of preparedness and recovery.

A key decision by government will be the selection and appointment of the new EMCI Director and support staff. This will set the foundation for success and allow a number of follow up activities to be implemented to ensure that the new Disaster Risk Management arrangements are successfully implemented.

### **4. Recommended Next Steps**

In order to consolidate the outcomes of the ADB technical assistance and ensure its sustainability it is recommended that additional assistance be provided to the Cook Islands. That assistance to include:

1. Drafting the necessary Regulations to support the new Disaster Risk Management Legislation;
2. Providing institutional, technical and resource support to the new department of Emergency Management Cook Islands;
3. Facilitating a Strategic Planning Workshop for key National and Outer Islands decision makers to ensure their understanding and ownership of the new arrangements;
4. Conducting ongoing annual reviews of the new arrangements for at least 3 years;
5. Developing and conducting a major tabletop exercise to test the new Plan and arrangements;
6. Developing templates to assist Outer Islands and Village Disaster Risk Management Planning;
7. Developing Standard Operating Procedures (SOPs) to support effective emergency response decision-making.

Note: SOPAC and NZMCDM have committed to the continuation of their partnership arrangements to provide ongoing support to the above activities however, additional funds will need to be sourced.

## Risks and Constraints

Since the commencement of the ADB technical assistance a number of risks have been substantially reduced however, there still remains a number of constraints not the least of which is the funding available within government to ensure the sustainability of the proposed new EMCI staffing arrangements.

Source of Risk/Constraint	Impact	Risk Rating	Risk Treatment
Delay in selecting and appointing an appropriately skilled EMCI Director and support staff	Process of implementing the new disaster risk management arrangements will stall	High	Implement the recommendations contained in the report provided by the ADB technical support team
Insufficient budget allocation and budget control for EMCI	EMCI priorities not achieved in line with annual plan	High	EMCI to be given sufficient funds to achieve annual plan priorities and the Director the full authority to manage the allocated budget
Lack of policy direction from the national disaster risk management council	Ineffective leadership and uncoordinated preparedness and recovery planning	Medium	Chairpersons of NDRMC to work closely with EMCI Director to ensure committee operating protocols are enacted
Inexperience of new staff in the initial set up stage of the proposed EMCI Office	Rate of progress in establishing the new office and gaining the necessary traction to build credibility with the stakeholders	High	SOPAC to be requested to provide ongoing Institutional and technical support
Effective linkages not clearly established between Components 1 & 2	Work completed in Component 1 not complementing and supporting Component 2	Medium	SOPAC to provide ongoing technical advice and assistance under its regional programme as required

## **Annex 1 - Report on Outer Islands Stakeholder Consultations**

### **Island of Mangaia - Meetings held Monday 13 and Tuesday 14 of March 2006. Island of Aitutaki – Meeting held Friday 17 March 2006**

#### **Mangaia Context**

Mangaia is approximately 200 kilometres from Rarotonga. The geology is volcanic with some coral beaches although most are of rock. The population is around five hundred of mainly young and old with few at a middle age. The population base is dropping as the young go overseas and do not return.

There are schools catering for junior, intermediate and high combined. As the population has dropped and the pupils are getting fewer schools have closed and combined.

There is an eight-bed hospital that can cater for minor surgery and basic maternity. Any non-straightforward maternity or more than minor surgery has to be referred to Rarotonga.

Lifeline utilities are unsealed road and an unsealed landing strip with a minimal airport. Electric cabling and mains water where available is underground; the electricity is generated by diesel from two large tanks of fuel. Telecom Cook Islands (TCI) provides telecommunications and the lines are also buried. There are email facilities and the web is available. Houses use rainwater and local catchments for the majority of the household water. It is not advisable to drink the water. There is no main sewerage and few houses have septic tanks.

#### **Disaster Risk Planning**

There is no formal disaster risk management plan for identifying risk or to mitigate it, there is some reactive mitigation that takes place prior to the arrival of a cyclone when they cut down trees that may have grown near to houses. Two other risks for Mangaia not formally identified are flooding and conversely drought. There flooding affects the taro fields and destroys one of the main crops of income for the island. The drought of 1998 affected the taro crop until 2001 when recovery had taken place.

There is little, if any business continuity plan even within government departments, it was stated however that should anything happen and a problem arise the other government agencies help out on an informal basis through an unwritten process of understanding and cooperation.

#### **Preparedness**

Public education takes place from Red Cross and the Health department. There is also a campaign on local island television of adverts to get prepared for the cyclone; the island secretary fronts these.

#### **Response**

There is a Disaster Response Plan with roles and responsibilities stated with a list of contact numbers. This plan was used last year during the cyclones and appeared to work well; there were few casualties and no deaths. Everyone on request went to the cyclone shelters.

There are seven cyclone shelters spread around the three villages of Oneroa, Ivirua and Tamarua of varying degrees of suitability. The most robust visited by the TA staff

in Tamarua had a large amount of glass around it which would prove a hazard in many ways. Each of the cyclone shelters have toilets and cooking facilities, however only one had a telephone connection, this I think is a mistake. There are no stores at the cyclone shelters, on warning of a cyclone the local people take with them what they require, food, bedding etc.

During the response phase communications is a big issue, there are no available two-way radios for use, however there are two marine radios owned privately with a marine band repeater on the hill.

The Mangaia EOC is situated at the Telecom Cook Islands (TCI) building on high ground. This building is constructed of block with a new tin roof and metal grills on the windows. These grills are for security however they make the building more cyclone proof. Its usefulness as an EOC is limited; there are two desks and a reception style bench. Communication with Rarotonga and around the island is available via phone, email, and Internet when available, this being a satellite link is dependant on Rarotonga being able to receive as well as Mangaia to transmit. There are two computers available at the EOC. There are no white boards available for planning and intelligence (the school has offered their portable ones following a conversation with the principal). The EOC is quite small with no breakout rooms. Usually present at the EOC are the Mayor, Controller (Local Police Officer) and the TCI employee. The building is co-located with the island television station, this helps to provide public information during lead up to and response of a cyclone.

### **Recovery**

There is no formal recovery planning taking place and is done on an adhoc basis.

### **Other comments**

The hospital has little resources available to it to create emergency boxes for times of need to supply to a village or cyclone shelter, any boxes are made from current supplies which diminish the hospital of its much needed materials. The hospital has little or no water supply, which affects toilet flushing, the sluice and generally cleaning; this is a major issue that could be helped by minimal investment of a new tank or tanks.

### **Introduction to Disaster Risk Management Meeting**

A number of meetings were held on Mangaia the first one was with the police, Energy and the Mayor. The new draft plan and bill were placed before them and explained what was to be achieved by this new process. The Mayor was welcoming and open to suggestions, as was the police and energy officials. The Mayor authorised and arranged a meeting with the Resource Committee the next day. Along with the meeting with the mayor a meeting took place with Dr Wynn at the hospital to talk to her about what was intended and that this was a Cook Islands plan and that her input would be appreciated.

The meeting of the Resource Committee was attended by;

Vavia Tangatataia	Mayor Island Council	34342 ph/fax
Kau Rere	Police Department	34350
Mataora Harry	Kavana	34208
T. Koroa	Forestry	34208
Ataone Papakia	Assembly of God	34130
Teina Ngametuaroa	Public Health	34297
Aerenga Matapo	Police Department	34287 w34499

Ngametua Papatua	RAC Mangaia	
Ora Harry	Is Council (Karanga)/Infra Supver	34264
Mini Dean	Red Cross	34319
Anthony Whyte	MIA Energy	34299
Unlucky Tungata	Agriculture	34061
Natamaire Ivaiti	Island Councillor (Keia)	34021
Poroa Arokapiti	Social Welfare Officer	342289 h34157
Taataiti Tangatakino	Manager Infrastructure Dept.	34222
Ngametua Toko	Government Representative	
T. Aratangi	Island Council	34342
Gill Vaiimene	Mangaia Red Cross	34022 h34283

The meeting was well attended and the people there were very enthusiastic with the project. The Mayor opened the meeting and Metuatini Tangaroa provided an introduction to the project and why we were there. Keith Evans spoke about the ADB Technical Advisors continuing on from the work carried out in August and November last Year.

Issues discussed included:

- The technical advisors are SOPAC and MCDEM working with the NDMO
- Project is to assist the Cook Islands create a robust and effective Disaster Risk Management Plan and Act to support the Plan.
- This will be an integrated plan following a broad focus.
- Comprehensive approach
  - Mitigation – prevention, lessening impacts
  - Preparedness – Training, public education and Planning
  - Response to emergencies
  - Recovery – short, medium and long term.
- This will be an All Hazards approach
- We will be using the approach outlined in the Regional Framework for Action 2005-2006, which has been endorsed by the Pacific Leaders.
- This planning process involves Central Government, Island Government and the private sector, such as utilities.
- Process is
  - Identifying gaps in Response and Recovery
  - Existing legislation review
  - Emergency planning for outer islands
- Work done so far,
  - One to one consultation – Government, Private Sector, NGO & NZAID
  - Group consultation with stakeholders
  - Workshops held
  - Draft plan and Bill produced.
  - Proposal for structure and resources
- Tools

## Comprehensive Hazard and Risk Management (CHARM).

- Two components of Disaster Risk Management.
  - Disaster Risk Reduction
  - Emergency Management
- Disaster Risk Management refers to-  
*'Activities involving structural or non-structural measures to avoid or to limit effects of risks to lessen the impacts of natural and non-natural hazards and disasters through mitigation and preparedness'*.
- Disaster Risk Reduction  
*'Minimising vulnerabilities and disaster risks to lessen the adverse effects with sustainable management and development'*
- Risk Management: - Ignoring risk is not an option
  - Avoid risk
  - Mitigate risk
  - Accept risk - but plan
  - Transfer risk – insurance
- What is important to island and how can we protect it.
- Emergency Management/Disaster Management  
*'Refers to the organisation and management of resources and dealing with emergencies in particular preparedness and response'*.
- New focus new name –  
  
*'Emergency Management Cook Islands'*
- Update the current Hurricane Safety Act and Response Plan
- New National Disaster Risk Management Plan to include considerations for outer islands.
- New Disaster Risk Management Organisational structure.
  - NDRM Council
  - Mitigation Committee
  - Preparedness Committee
  - Recovery Committee
  - Response Executive Group
  - National Controller
  - Recovery Coordinator
  - EMCI
  - NEOC
  - Outer Islands Coordination.
- Outer Island Coordination proposed establishment of  
Island DRM Committee to manage DRM of their island  
Northern and Southern island groups to nominate rep on National DRM council.
- Each Island to

Identify an island EOC for response and recovery (all hazards)  
Mayor or Islands Secretary to be responsible for DRM planning and coordination and development of island plans.

- Island plans to reflect national plans.

As stated above Mangaia has a Disaster Management Plan. It was put to the committee that their plan should be an annex to the National Plan along with the other Island plans and that their plan would have the National Plan as their annex. This will help with expectations of the Islands and the expectations of the national organisations.

- The meeting ask some questions for clarity, but did not question the process.

A comment was made that this process should have been carried out many years ago as they would not be in this position had it been done in the comprehensive way. There was a keenness to have a template produced that they could complete, this would help to keep the outer island plans consistent with each other.

- The meeting finished on a positive note and the committee thanked us for presenting the way forward to them.

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### **Aitutaki Context**

Aitutaki is situated approximately 200 kilometres from Rarotonga. This is a series of islands that are part of an extensive lagoon. Aitutaki is different to Mangaia in many ways. The island does not have the mountainous regions of Mangaia and has a lot more flat land to build on, however it is not much above sea level. The population is approximately 2000 and appear to benefit from a better standard of living; both the populations are friendly and quiet spoken.

There are extensive sealed roads and a larger airport than Mangaia. There is a well-equipped twenty-four-bed hospital, with a good supply of water; the hospital is to under go renovation in the near future.

The lifeline utilities have the same issues as Mangaia in respect of water and sewerage. Telephone network is again provided by TCI, all cables and pipes appeared buried.

### **Mitigation**

There is little formal mitigation taking place and certainly no risk mitigation plan.

### **Preparedness**

Red Cross does have a presence on the Island and carries out public education programmes.

### **Response**

There is a limited Disaster Management Plan; even though it is limited there are some very comprehensive sections to it. There is a resource list included with the type of resource and the location of it. There is also an extensive Evacuation Centre catalogue including the size and capacity of them and what resources they have including the sanitary and cooking facilities.

The hospital also acts as an Evacuation Centre as it is able to cater for many people with the added benefit of providing medical needs. The hospital is also able to provide medical aid to other Evacuation Centres; However the Doctor in charge prefers to keep all resources in the hospital to provide a more effective, less diluted service.

The Emergency Operations Centre is situated at the hospital in a room next to the kitchen that appears to be the cafeteria. There are phone and fax jacks but the equipment is situated in place. It was not obvious what computer facilities the EOC had, however there is a number of computers in the hospital itself. The television and FM radio station are situated in the hospital grounds, as has Mangaia, this makes an ideal situation to provide public information during the lead up and the response to an emergency.

### **Recovery**

There is no formal recovery planning.

### **Meeting with Council Committee.**

Attendees:

Tai Herman	Mayor	31398
Temanu Unuka Jnr	Island Council/ Dep Mayor	31387
Vaeruarangi Ariki	Ariki	31630
Tupuna Kamoe Metuatini	Island Council	31339
Tukua Putu	Police department	31015/31315
Tekupa Bishop	Council Member	31190
Victor Ioane	Council Tautu	31214
Tepaeru Cameron	Rep NGO, Is Ait Admin	31986
Ronald G Henry	Reureu Council Member	31062/54969
Mark Baxter	Arutanga Council Member	31088
Maki Touo	Admin rep	31937
Pumati Israela	Infrastructure – Ait Is Adm	31008
Retire Puanii	Tourism/Red Cross	31767/30966

As in Mangaia, this meeting was well attended, with a positive attitude to go forward. The Mayor opened the meeting. As in the previous meeting, Metuatini spoke first to the meeting to introduce the reason for being there. I then spoke on the subject of Disaster Risk Management as I did in Mangaia.

There was time for questions, however there was little discussion as there was agreement across the board that this would benefit the Outer Islands as well as Rarotonga. There was strong belief that the villages should produce their own plans. The meeting closed on a very positive note.

Keith Evans

Emergency Management Planner

New Zealand Ministry of Defence & Emergency Management

## Annex 2 – Summary of Budget Expenditure

*Note: To be included in final report to ADB*

	BUDGET USD	ACTUAL USD	VARIANCE USD	BUDGET FJD	ACTUAL FJD	VARIANCE FJD
<b>INCOME</b>						
<b>ADB - funds received</b>	75,000.00	55,000.00	20,000.00	127,011.01	93,141.41	33,869.60
<b>TOTAL INCOME</b>	<b>75,000.00</b>	<b>55,000.00</b>	<b>20,000.00</b>	<b>127,011.01</b>	<b>93,141.41</b>	<b>33,869.60</b>
<b>EXPENDITURE</b>						
<b>Consultants - component 1</b>						
Perdiem & International Travel	6,000.00	2,615.84	3,384.16	10,160.88	4,429.88	5,731.00
Local Air travel	1,600.00	-	1,600.00	2,709.57		2,709.57
	<u>7,600.00</u>	<u>2,615.84</u>	<u>4,984.16</u>	<u>12,870.45</u>	<u>4,429.88</u>	<u>8,440.57</u>
<b>Consultants - component 2</b>						
Perdiem & International Travel	6,000.00	11,824.60	(5,824.60)	10,160.88	20,024.73	(9,863.85)
<b>Miscellaneous</b>						
Reports	2,200.00	482.88	1,717.12	3,725.66	817.75	2,907.91

