

Sudan National Mine Action Standards - SNMAS 03.01

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Mine Action Planning and Prioritization

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1. Introduction

Planning and prioritization are crucial aspects of mine action, effective planning and prioritization can support and lead the programme to achieve the desired and expected results and ensure that mine action activities are undertaken in compliance with National Mine Action Strategic Plan, Anti-Personnel Mine Ban Convention that is signed and ratified by the Government of Sudan (GoS), and the needs and requirements of affected communities and stakeholders. Effective planning and prioritization are based on collection, processing and analysis of reliable data and information.

Planning and prioritization in mine action require accurate and timely data and information about the type, scale and impact of mine and Explosive Remnants of War (ERW) hazards, and the importance and urgency needed in provision of adequate and appropriate responses. The source of information for mine action planning and prioritization is IMSMA which records data from non-technical survey, technical surveys, clearance, mine/ERW incidents and civilian casualties. The data from ongoing mine action activities also provides valuable inputs to IMSMA which facilitates timely analysis for upcoming planning and prioritization of mine action interventions. The planning and prioritization process effectively starts with analysis of up to date information recorded in IMSMA.

Planning includes identification and selection of the most suitable course of actions to proceed with, and formulating the detailed methodology through which mine action activities need to be carried out and appropriate response to be provided.

2. Scope

This SNMAS covers the requirements and guidelines for planning and prioritization of mine action activities in Sudan, in accordance with National Strategic Mine Action Plan, Anti-Personnel Mine Ban Convention (APMBC) Work-plan and obligations.

3. Sudan APMBC Extension Request Work-plan

Sudan ratified APMBC in October 2003, obliged to clear all known AP contaminated areas in ten years. But multiple factors have impeded compliance with the treaty and the requirement of complete removal of all known AP landmines within given period from ratification. These factors including but not limited to; under funding, insecurity and ongoing conflicts, Anti-Vehicle landmines and ERW contaminated areas with high priority for clearance, limited technology, and lack of records and maps of contaminated areas. In addition, there is possibility of new contamination due to several years of armed conflicts. In order to remove remaining mine and ERW contamination and comply with state parties approved extension request; a multi-year work-plan is mandatory. The work-plan shall be developed and properly tracked, and the progress is regularly reported to the stakeholders and APMBC state parties.

3.1. Management of APMBC Work-plan

Management of APMBC Work-plan shall include, but not limited to:

- 1) Covering the entire period of the extension request, in the work-plan.
- 2) Including and arranging all recorded hazardous areas, based on their impact, priority and accessibility.
- 3) Regular review and updating based on new information, including land release progress and new survey data.

- 4) Providing stakeholders and state parties with up-to-date information, about:
 - a) The progress and achievements.
 - b) New hazardous areas as a result of ongoing survey activities.
 - c) The main challenges that the SMAP is facing with, and their possible solutions.
 - d) Analysis of resources available and resources needed.
 - e) Identification of required technical supports including equipment.
- 5) Maintain IMSMA up to date to ensure provision of timely information to the stakeholders.

The progress of land release and annual achievements shall be communicated with all stakeholders including state parties, UNMAS, donors and the government of Sudan.

Certain impact indicators are set out for the mine/ERW hazardous areas. Each indicator is scored based on the level of its impact. The allocated scores shall be summed up and the ultimate level of impact of the individual hazardous area identified as high, medium and low. Refer to Annex A of this SNMAS for further details.

To ensure proper tracking, reporting and communicating the progress and achievements; the annual operational plans shall be developed based on the APMBC work-plan.

NMAC should undertake and convene regular biannual reviews of the work-plan and annual operational plan and analyse the progress to ensure that the programme is on track of achieving APMBC deadline. The review should include but not limited to:

- 1) Analysis of progress and achievements.
- 2) Adding newly surveyed and approved mine and ERW hazardous areas to the work-plan.
- 3) Removing closed and cancelled hazardous areas from the work-plan.
- 4) Updating the issues of access and security situation concerning each hazardous area.
- 5) Available resources and resources needed.
- 6) Challenges including access, security, technical and seasonal effects.
- 7) Action plan to overcome challenges.
- 8) Outlining the aspects where international support is needed including financial resources.

The findings of reviews and planned actions should be documented, shared with all stakeholders including state parties, recorded and followed up by NMAC with technical support of UNMAS.

IMSMA plays crucial role in provision of timely information with all stakeholders. IMSMA shall be well managed and maintained up to date with mine action data and records. All the cleared, released and cancelled mine and or ERW hazardous areas shall be closed in IMSMA and removed immediately from the work-plan. New data about the hazardous areas shall also be updated in IMSMA and updated in work-plan.

3.2. Changes in Impact Scoring of Recorded Mine/ERW Hazardous Areas

The APMBT work-plan shall be maintained flexible to adopt necessary changes based on new information and priorities; the new NTS information, donors and stakeholders' requirements shall be considered. Impact scores should be updated when an impact indicator requires to be changed, new scores should be applied, and the impact level of related hazardous area shall be updated. The following factors should be considered:

- a) Accident: Mine or ERW recent accident within recorded mine/ERW hazards and/or because of the recorded hazards, regardless of accident on human, animal or involved damage to vehicle or

property. Such accident reports should be verified and confirmed by NMAC Sub Office through all possible means and should acquire three additional scores for each accident.

- b) Requests for hazardous area clearance: Community or humanitarian aid organization or local authority submits request for removal of mine and or ERW hazards. Such requests and related hazards should be verified and confirmed by NMAC SO; should acquire two additional scores.
- c) IDPs Movement and Camping: Location of IDPs camps and also their movement within 1 km zone of the mine and or ERW hazards pose a direct risk to them, therefore, such hazards should be given two additional scores. Information about IDPs camps may be received from UNHCR and related ministry and councils in related state. NMAC IMSMA and Information Management section should assess the location of IDPs and their proximity to hazards.
- d) Health Centre: Health Centres provide immediate first aid assistance and casualty stabilization services to the mine/ERW victims, therefore, their availability close to mine/ERW hazards reduces and prevents the complication of accidents on casualties. Inverse, far away location of health centres or absence and lack of health centres can result in increasing the risk of more complications and threat to the life of victims. Based on this fact, a distance of 20 km is accepted the maximum. Hazards with more than 20 km distance from the health facility should get additional one score. Update information about the location and capacity of health centres should be obtained from the Ministry of Health on yearly basis by NMAC Sub Offices.
- e) Resurvey: The recorded hazards are subject to resurvey to update their status, in case of any changes in terms of blockage, population and or other factors that affect the level of impact; the hazards should be updated and scored in accordance with new changes.

3.3. Hazardous Areas Impact Classification

The impact scores from the assigned criteria are summed up making a total score for each hazardous area. Based on the total scores, each hazardous area should be classified either high, medium or low impact. See Annex B to this SNMAS for further details.

3.4. Prioritization of Hazardous Areas within APMBC Work-Plan

All the hazardous areas should be prioritized and arranged in a logical sequence within the work-plan and the priority system should be based on the level of impact of hazardous areas. The following should be applied:

- 1) Mine/ERW hazardous areas should be arranged based on their impact scores from high to medium and low. All the hazardous areas with high impact should be ranked in priority one, the hazardous areas with medium impact as priority two and those with lower impact as priority three.
- 2) Donor preference should also be considered as a factor in prioritization of the hazardous areas in related states and localities; this will help NMAC to comprehend funding opportunities. Such hazardous areas should be prioritized and planned for the year that donor confirmed to provide funds.
- 3) All hazardous areas located in accessible and secure areas should be sorted out based on their importance, in the early years.
- 4) Those located in inaccessible and insecure areas should be sorted out based on their importance, in later years of the work-plan.

3.4.1 Mine/ERW Hazards Prioritization in the Field

Mine action organizations shall consider the priority of communities when prioritizing land release operations in a community, NMAC Sub Office shall also be consulted about the priorities of the communities. There may be situation where communities require certain hazardous areas to be replaced with already planned ones. In this case, the mine action organization shall communicate the issue with NMAC Planning department and Sub Office, once all agreed, the "Requirements of Hazards Amendment" as describe in section below shall be applied and priority hazards included in the task order.

3.5. Requirements of Hazards Amendment

There may be situation where new priorities are emerged or the ongoing operations need to be suspended, in such a case, mine action organization shall inform NMAC sub office, request changing the task/hazard or suspension of the ongoing task. As soon as agreed, and approved by NMAC, the organization/team shall complete related documentation and submit them to the NMAC Sub Office and IMSMA. NMAC Operations should immediately manage and issue new and amended task order to related organization in order to avoid any delay in land release operations. The amended and up to date hazards list should be issued to related organization for better planning of land release operations.

4. Planning and Prioritization of Mine/ERW Risk Education and Victim Assistance

4.1. Mine and ERW Risk Education

Planning and prioritization of M/ERW RE education require assessing the most suitable approaches that will be needed. RE delivery shall be assessed to ensure that the most at-risk group of the people and then the entire population within impacted communities including men, women and children are covered. The RE approaches could be through delivering RE sessions to the at-risk group within communities, refugees' camps and IDP settlements. Involvement of government related Ministries including ministry of education, ministry of health, ministry of social welfare, needs to be assessed in delivery of RE. RE through mass media, demining personnel and other humanitarian entities could also be effective options to be assessed for planning purpose.

RE through direct sessions shall be prioritized based on the level of impact of mine and ERW hazards on the communities on a logical sequence. NMAC MRE department shall obtain mine and ERW impact data from IMSMA database, followed by a prioritization and planning exercise in consultative process with NMAC planning section and MRE organization. The following sequence should be considered as minimum requirements of RE prioritization:

- a) Communities with high impact, with no RE record;
- b) Communities with high impact and less than 50% of population received RE;
- c) Communities with medium impact, with no RE record;
- d) Communities with medium impact and less than 30% of population received RE;
- e) Communities with low impact, with no RE record; and
- f) Communities with low impact with RE record.

Mine/ERW RE through IDPs and refugees should be prioritized in consultation with related government ministries and UNHCR and RE organizations. For effective planning and prioritization, the following criteria and scoring process should be applied:

- 1) Mine/ERW impacted communities with civilian incidents during recent two successive years should get 3 scores.
- 2) Impacted communities where 75% of accidents cause by ERW should get 3 scores.
- 3) Communities with IDP settlement should get 3 scores.
- 4) Communities with recent conflicts seem to be contaminated with ERW and should get 3 scores.
- 5) Communities with recorded landmine hazards should get 2 scores.
- 6) Communities with past casualties of age under 18 should get 2 scores due to the vulnerability of children.
- 7) If the distance of hazardous area from the community is around 1 km, such communities should get 1 score.
- 8) The score 9 and above, should be considered as high impacted communities, 5 to 8 medium and 1 to 4 as low impacted communities for the prioritization of RE activities.

NMAC Planning department in consultation with M/ERW RE department and technical support of UNMAS shall arrange the list of high priority mine/ERW impacted communities for RE activities. See section 5 for annual operational planning.

RE organizations may need to replace certain planned communities with unplanned ones where urgent need of RE is deemed necessary. The proposed changes shall be shared with NMAC Sub Office and MRE department for approval. NMAC M/ERW RE department should consult planning, program and UNMAS program section and then to endorse or deny stated changes, communicate the final decision to related organization.

4.2. Planning and Prioritization of Victim Assistance (VA) Activities

Planning and prioritization of Victim Assistance activities shall be started at minimum 3 months in advance to next operational year. This process should be started by NMAC Victim Assistance department through analysis of IMSMA VA data; assessing the needs of mine/ERW victims. This process shall take place in consultation with NMAC planning and program departments, VA organization, UNMAS and related government institutions.

5. Development of Annual Operational Plan

As per the completion of updating the APMBC work-plan; the annual operational planning process shall be started, at least three months in advance to the coming operational year. NMAC planning department in consultation with operations and technical support of UNMAS shall review the up to date hazard list of the APMBC work-plan and select the high impacted hazards for annual land release operational plan.

Planning department shall also consult MRE and VA departments for related priorities and come up with comprehensive lists of VA and MRE priorities separately. The priority lists should then be shared with NMAC Sub Offices, mine action organizations and related stakeholders for their review and feedback. The priority aspects for each mine action intervention shall be considered in annual operational plan.

The annual operational plan shall at minimum be comprised of below aspects:

- a) Introduction and background information about mine and ERW problem in Sudan;

- b) The purpose and objectives of the operational plan;
- c) The current scope and impact of mine and ERW problem;
- d) Planned activities for the operational year, including survey, land release, MRE and VA;
- e) Quality management of mine action services, capacity development, improvement, advocacy efforts, meetings and workshops.
- f) Funding status, available and required;
- g) Challenges, risks and risk management strategy as part of the operational plan; and
- h) Related annexes.

The annual operational plan should then be shared with all stakeholders for their review and feedback. The finalized and approved annual operational plan should be uploaded to NMAC website and shared with mine action organizations for implementation. The plan can provide valuable inputs and be used as reference for annual report. NMAC operations department shall track the progress of operational plan through planning department and Sub Offices.