

# Annual Report

## 2022



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Peturu St, 3 Mile Road  
National Capital District  
Papua New Guinea



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## THE SEVEN FUNDAMENTAL PRINCIPLES OF THE RED CROSS AND RED CRESCENT MOVEMENT

- Humanity** The International Red Cross and Red Crescent movement, born of the desire to bring assistance without discrimination to the wounded on the battlefield, endeavors, in its international and national capacity, to prevent and alleviate human suffering wherever it may be found. Its purpose is to protect life and health and to ensure respect for the human being. It promotes mutual understanding, friendship, cooperation and lasting peace amongst all peoples.
- Impartiality** It makes no discrimination as to nationality, race, religious beliefs, class or political opinions. It endeavors to relieve suffering of individuals, being guided solely by their needs, and to give priority to the most urgent cases of distress.
- Neutrality** In order to continue to enjoy the confidence of all, the Movement may not take sides in hostilities or engage at any time in controversies of a political, racial, religious or ideological nature.
- Independence** The Movement is independent. The National Societies, while auxiliaries in the humanitarian services of their governments and subject to the laws of their respective countries, must always maintain their autonomy so that they may be able at all times to act in accordance with the principles of the Movement.
- Voluntary Service** It is a voluntary relief movement not prompted in any manner by desire for gain.
- Unity** There can be only one Red Cross or one Red Crescent Society in any one country. It must be open to all. It must carry on its humanitarian work throughout its territory.
- Universality** The International Red Cross and Red Crescent Movement, in which all Societies have equal status and share equal responsibilities and duties in helping each other, is worldwide.

## **Our Vision:**

“To be the leading humanitarian organization in Papua New Guinea enhancing the lives of the most vulnerable in Papua New Guinea”

## **Our Mission:**

“Enhance the lives of the most vulnerable in Papua New Guinea by mobilizing the power of humanity and delivering services that recognize and built upon our diverse culture and unique environment”

## **Our Strategies:**

Building on its experience, the Papua New Guinea Red Cross Society aspires to be the leading humanitarian organization in Papua New Guinea by continuing to build on its internal systems and capacities to prepare for and respond to disasters. Maintain Community Engagements for Community Resilience Building and enhance partnership engagements at all levels.

# Message from the Patron of PNG Red Cross



**GOVERNOR GENERAL  
PAPUA NEW GUINEA**

Dear Members and Friends of the PNG Red Cross Society,

As Patron of the Papua New Guinea Red Cross Society, it is my pleasure to introduce the Annual Report for 2022. This report highlights the remarkable achievements and activities of the organisation over the past year.

The PNG Red Cross Society (PNGRCS) plays an essential role in providing humanitarian services to vulnerable communities in Papua New Guinea. It was established through an Act of Parliament in 1976 as an auxiliary to support the Government during disasters and emergencies.

As the world continues to face unprecedented challenges, the organisation has worked tirelessly to provide emergency response services, promote health and hygiene, and support livelihoods for those affected by disasters and conflicts.

The 2022 Annual Report showcases the dedication and commitment of the PNG Red Cross Society team and the impact of their work in communities across the country. The report provides a comprehensive overview of the organisation's programs and services, highlighting its achievements, challenges, and opportunities for the future.

I take this opportunity to express my sincere appreciation to the dedicated volunteers, staff, partners, and donors who have contributed to the success of the PNG Red Cross Society. Your support has helped the organization to deliver essential services to those in need, and I commend your generosity and commitment to humanitarianism.

I encourage all members and friends of the PNG Red Cross Society to read this report and join me in celebrating the successes of the organisation over the past year. Together, we can continue to support the PNG Red Cross Society's vital work and make a meaningful difference in the lives of vulnerable communities.

Yours sincerely,

**Grand Chief, Sir Bob Bofeng Dadae, GCL, GCMG, KSt.J**  
**Governor General and Patron of the PNG Red Cross Society**

# Message from the National Chairman



Dear Volunteers, Partners, and Supporters,

It is with great pride and gratitude that I present to you our Annual Report for 2022 which illustrates the remarkable achievements and challenges faced by the PNG Red Cross to serve the vulnerable population in Papua New Guinea.

This year has been a remarkable year for all of us here at PNG Red Cross Society. We emerged more resilient and reinvigorated, and our confidence in our capabilities is reflected in our achievements.

Throughout the year, our dedicated team of staff, volunteers, council members and partners have worked tirelessly to fulfill our mission of being the leading humanitarian organization in PNG and the Red Cross mission of alleviating human suffering, promoting health and well-being, and supporting the most vulnerable communities in the country.

Together, we have made exceptional impacts in the lives of countless individuals, and I am pleased with our collective efforts. In 2022, we faced numerous challenges, including the ongoing natural disasters, and hardships brought about by resource constraints. Despite these obstacles, the resilience and unwavering commitment of our Red Cross family shone through. We adapted to the changing circumstances to ensure the continued reach of essential humanitarian services to those communities who were mostly in need for assistance.

As a National Society that continues to encounter today's challenging landscape, a new Secretary General with vast experience was recruited in June 2022 to lead the organisation take on the challenges. We have developed our Strategic Plan (2021-2030) and have made an overhaul in the leadership and staffing structure of the National Society.

In our quest to be the leading humanitarian organization in PNG, we now have the vital organisational components to further our humanitarian cause. Our staff and volunteers have undergone various essential capacity building engagements to enhance our disaster response capabilities, preparedness and community engagement. I'm glad to say that we are fairing better than the past and we are building on from here.

Our achievements would not have been possible without the dedication and commitment of our volunteers, staff council members and movement partners. Their tireless efforts are the testament of our continued humanitarian efforts.

I extend my heartfelt appreciation to our donors, partners and supporters who have generously contributed to our cause. Your trust and belief in our mission has allowed us to extend our reach touching the lives of those who are most vulnerable.

Looking ahead, we recognize the challenges before us, the ongoing effects of climate change, tribal conflicts, disasters and the persisting socio-economic inequalities that demand our unwavering commitment and innovative approaches.

Together, we will continue to adapt, innovate, and find new ways to serve our communities, leaving no one behind. Together, we strive to bring tangible change and hope for a better future for our communities and the nation as a whole.



Henry Yamo

**National Chairman**



# Message from the Secretary General



Dear Members, Volunteers, Staff and Friends of PNG Red Cross Society,

It is with immense pleasure and gratitude that I present to you the Annual Report for the Papua New Guinea Red Cross Society for the year 2022. This report signifies our commitment to transparency, accountability, and the unwavering dedication of our remarkable volunteers and staff.

Throughout the year, our organisation faced numerous challenges, both expected and unexpected. We remained resolute in our mission to alleviate human suffering, promote health and safety, and build resilient communities across Papua New Guinea. Our collective efforts ensured that the vulnerable populations we serve were not left behind.

In 2022, we continued to prioritise the response and preparedness for emergencies, natural disasters, and health crises. With climate change increasingly impacting our region, the need for effective disaster management has become more crucial than ever before. The Red Cross responded promptly to emergencies, providing life saving assistance and support to affected communities. Our dedicated volunteers worked tirelessly, providing relief items, shelter, healthcare, and psychosocial support to those in need.

Furthermore, our commitment to health and well being remained a cornerstone of our activities. We continued to strengthen our capacity in community health, first aid, and disease prevention programmes. In collaboration with local health authorities, we conducted vaccination campaigns, health education sessions, and hygiene promotion initiatives, ensuring that communities were equipped with the knowledge and resources to prevent the spread of diseases.

None of these achievements would have been possible without the unwavering support of our dedicated members, generous donors, committed partners and our volunteers. I extend my heartfelt gratitude to each and every one of you who contributed their time, resources, and expertise towards our cause. Your trust and belief in our work have been instrumental in our success, and we value the partnerships we have forged.



As we reflect on the accomplishments of 2022, we must also acknowledge the challenges that lie ahead. The world continues to face complex humanitarian crises, and Papua New Guinea is not exempt from these difficulties. However, I am confident that with our collective determination and the support of our stakeholders, we can overcome any obstacle that comes our way.

In the coming year, we will continue to prioritise our core areas of focus while adapting to emerging needs and evolving contexts. We will build upon the lessons learned, leverage technology and innovation, and invest in the capacity building of our volunteers and staff. Together, we will continue to deliver impactful humanitarian assistance, empower communities, and save lives.

In conclusion, I would like to express my deepest appreciation to the incredible team at the Papua New Guinea Red Cross Society, Head Quarters. Your commitment, compassion, and selflessness continue to inspire us all. Together, we are making a tangible difference in the lives of vulnerable communities, embodying the spirit of humanity, and building a stronger, more resilient Papua New Guinea.

Thank you once again for your unwavering support, and I look forward to another year of impactful humanitarian action.



Valachie Quagliata

**Secretary General**

## PNGRCS Governance



Members of the 2021 General Assembly in Lae - Morobe Province

The General Assembly (GA) is the highest body of the National Society, it meets every two years to among other things, elect the Chair, deputy chair, chair of the Finance Committee and members of the National Council. It is comprised of the elected Chairs and a General Assembly representative from each branch.

Council members are nominated and elected by the members of the Society at the respective Branches through an election process prior to the General Assembly (GA) with votes being brought to the General Assembly by the Branch chair for casting at the General Assembly.

The National Council is the body that governs the Society between General Assemblies. It meets four (4) times in a year as per the Constitution. The term of office for a Council is two (2) years. Below are the 2021 – 2023 Governance Members:

### National Executive Members

1. Mr. Henry Yamo	National Chairman	Based in Port Moresby
2. Mr. Oscar Pidian	Deputy Chairman	Based in East New Britain Province
3. Mrs. Janet Philemon	National Treasurer	Based in Madang
4. Donald Kavanamur	National Youth Rep	Based in East New Britain Province

### Other Council Members

5. Ms. Timmy Supin	Independent Member	Based in West New Britain
6. Mr. Bildad Kadada	Independent Member	Based in Milne Bay Province

7. Mr. Steven Poisa	Independent Member	Based in Western Highlands Province
8. Mr. Ken Henry	Independent Member	Based in Western Highlands Province
9. Mr. Siemu Bate	Independent Member	Based in Milne Bay Province

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## Country Context

The Papua New Guinea Government Development Strategic Plan (2010 – 2030) outlines steps to achieving its vision of becoming a prosperous middle-income country by 2030. PNG's GDP currently sits well below the average for Pacific countries, classifying it as low income with approximately 40% of the population considered as poor. While PNG has considerable natural resources, the majority of its people remain vulnerable, and the benefits of development in Port Moresby, the Nation's Capital, has not filtered down to the rural areas, where over 80% of the population reside. Basic needs such as water and sanitation are often not met. The rates for child mortality remain high, 40% of children are stunted and maternal mortality is four times higher than other Pacific islands. Gender equality, sexual and domestic violence rates are also extremely high. Poor economic growth is considered as a direct result of inconsistencies in government, challenges with land development, due to inadequate land reforms as well as a continued breakdown of law and order. These are identified as key influencing factors to achieve stability and prosperous development.

PNG is also highly prone to natural disasters facing earthquakes, floods, cyclones, tsunamis, volcanic eruptions and drought. Like other Pacific countries, PNG is vulnerable to climate change. Civil unrest and tribal fights are common in PNG and preparations will need to be in place to ensure violence is minimised.

## PNGRCS Development Progress Analysis

The current PNGRCS leadership made efforts to rebuild and address integrity issues that resulted in movement partners and external partner's regaining confidence and trust in the Society. A new Secretary General was recruited in June 2022 who did an overhaul on the staffing structure. A new structure with new positions created was drawn up after the need to expand was presented to the Council in the last quarter of 2022 which was approved. Internal rearrangement and recruitment began in late 2022 and was completed in January 2023.

With the National Society 2017 – 2020 Strategic Plan coming to the end, in 2021 the process to develop Strategy 2030 began following the 2021 General Assembly in Lae, Morobe Province. Consultations and revisions of the new plan have continued and the 2021 – 2030 Strategic Plan will be presented in the upcoming 2023 General Assembly in June. Meanwhile, the strategic priorities remain almost the same from the previous strategic plan and so work for the year (2022) was still aligned. The Society also undertook organisational assessments in the last 5 years through Organisational Capacity Assessment Certification (OCAC), Branch Organisational Capacity Assessment (BOCA) and Preparedness for Emergency Response (PER) and understood its strengths and weaknesses. Thereafter, focus was shifted to institutional strengthening and enhancement of programming. With that done, the Strategic Plan is aimed at National Society Development to continue rebuilding the Society through strengthening institutional capacity including Branch development, and program enhancement with focus for community's resilience building through Health and Disaster Management activities. Of course, the society cannot do it alone and can't be present everywhere so enhancing humanitarian diplomacy, networking and creating partnerships with lead agencies, stakeholders and the Government of PNG is also one of the main focus areas for 2023 and beyond.

# Financial Indicators

Statement of income and expense for the year 2022

<b>Statement of Income and Expense January 2022 To December 2022</b>			
<b>Income</b>			
Funded Program Income			
	ARC Program funds	K464,315	
	ICRC Fund	K334,662	
	IFRC Funding	K454,836	
	Government Grants	K76,870	
	Total Funded Program Income		K1,330,682
Internally Generated Income			
	First Aid Training	K427,747	
	Property Rental Income	K495,462	
	S.E..R.C. School Fees	K9,220	
	Miscellaneous Income	K20,865	
	Total Internally Generated Income		K953,293
	<b>Total Income</b>		<b>K2,283,976</b>
<b>Expenses</b>			
Internal Income Generating Expenses			
	First Aid Training expense	K83,056	
	Total Internal Income Generating Exp		K83,056
Operating expenses			
	Council Meeting expenses	K74,344	
	GA & other governance expense	K15,486	
	Direct Program expenses	K347,824	
	Insurance expenses	K56,301	
	Other operating expenses	K30,677	
	Total Operating expenses		K524,633
General Admin expenses			
	Office Supplies	K30,509	
	Rates & Utilities	K115,599	
	Advertising & marketing exp	K30,147	
	Security expense	K7,700	
	Internet & IT expense	K34,881	
	Repairs & maintenance expense	K53,685	
	Other administration expenses	K11,584	
	Total General Admin expenses		K284,105
Employment & staffing expenses			
	Payroll expenses	K1,030,882	
	Other employmnt & staffing exp	K21,774	
	Total Employment & staffing expenses		K1,052,656
	<b>Total Expenses</b>		<b>K1,944,449</b>
	<b>Operating Surplus/(Deficit)</b>		<b>K339,526</b>
	Total Other Receipts		K0
Other Payments			
	Transfers		

Transfer to branches	K1,000	
Total Transfers		K1,000
Total Other Payments		K1,000
<b>Net Surplus/(Deficit)</b>		<b>K338,526</b>

Balance sheet as at 31 December 2022

<b>Balance Sheet As of December 2022</b>		
<b>Assets</b>		
Current Assets		
Cash at Bank	K438,875	
Cash on Hand	K3,582	
Accounts Receivable	K443,702	
Other Current Assets	K128,990	
Total Current Assets		K1,015,150
Non-current Fixed Assets		
Buildings	K2,117,262	
Plant & Equipment	K11,275	
Motor Vehicles	K344,486	
Furniture & Fitting	K21,750	
Computers & IT Equipment	K200,618	
Total Non-current Fixed Assets		K2,695,391
<b>Total Assets</b>		<b>K3,710,541</b>
<b>Liabilities</b>		
Current Liabilities		
Accounts Payable	K201,015	
GST Liabilities	-K771,832	
Payroll Liabilities	K810,968	
Total Current Liabilities		K240,151
Non-Current Liabilities		
Long Term Liability >12months	K2,756	
Total Non-Current Liabilities		K2,756
<b>Total Liabilities</b>		<b>K242,908</b>
<b>Net Assets</b>		<b>K3,467,633</b>
<b>Equity</b>		
Equity & Historical Balance		
Current year surplus/(deficit)	K338,526	
Prior year surplus/(deficit)	K3,129,107	
Total Equity & Historical Balance		K3,467,633
<b>Total Equity</b>		<b>K3,467,633</b>

## Cash Flow Statement for the year 2022

**Statement of cash flow**  
For the financial year 2022

**Cash flows from operating activities****Cash receipts from donors & customers**

Cash received from program funds & donors		
ARC funding	464,315	
ICRC funding	334,662	
IFRC funding	454,836	
Govt TFF fund	76,870	
Donations		
Total cash received from donors		1,330,682
Cash received from customers		
First aid training	427,747	
Property rentals	495,462	
SERC school transport fee	9,220	
Miscellaneous income	20,865	
Total cash received from customers		<u>953,294</u>
<b>Total cash received from donors &amp; customers</b>		<b>2,283,976</b>

**Cash paid to suppliers & employees**

Operating costs		
Cost of sale	-83,056	
Council & Governance	-58,858	
Direct program payments	-487,514	
Insurance premium paid	-56,301	
External audit fee paid	-30,677	
		-716,406
Administration cost		
Office supplies	-30,509	
Utilities & rates	-115,599	
Advertisement	-30,147	
Internet & IT	-34,881	
Repairs & maintenance	-53,685	
Other admin costs paid	-11,584	
		-276,405
Staff costs		
Payroll cost	-1,030,882	
Other employment & staffing cost	-21,774	
		<u>-1,052,656</u>
<b>Total cash paid to suppliers &amp; employees</b>		<b>-2,045,467</b>
		<u>238,509</u>

**Net cash from operating activity****Cash flow from investing activity**

Purchase of assets	-106,025
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<b>Net cash used in investing activity</b>		<u><b>-106,025</b></u>
<b>Cash flow from financing activity</b>		
Transfer to branches	-1,000	
<b>Net cash provided by financing activity</b>		<u><b>-1,000</b></u>
<b>Net increase (decrease) in cash</b>		<b>131,484</b>
Add: Cash at 01/01/2022 beginning of year		310,973
<b>Total cash at 31/12/2022 end of the year</b>		<u><u><b>442,457</b></u></u>



## **Disaster Management and Climate Change Program**

The National Society has continuously strived to provide support to the displaced and affected vulnerable population during times of disaster/crises while maintaining its preparedness activities for community resilience building.

Despite the withdrawal of Government support since 1989, as a result of a financial downturn due to the Bougainville crisis, the Society still upholds the purpose of its mission to play its auxiliary role in the humanitarian space. Operating with very minimal local funding support the Society still undertakes its mandated responsibilities, with the support of its movement partners to carry out its preparedness and response activities. The strategic aim is to build resilient communities that are able

to prepare for, respond to and mitigate risks and avoid deaths, fatalities and loss of livelihoods during disasters.

# Response

## COVID 19



Covid 19 response activities at Headquarters and the Branches continued this year with the following activities:

1. Community Engagement, Accountability and Livelihood Baseline Survey was done in six provinces under Red Ready as reported below.
2. Awareness and Distribution of Personal Protective Equipment's (PPE)
  - Volunteers from the NCD/Central Branch with the Headquarter (HQ) Disaster Management team conducted awareness and distributed Personal Protective Equipment (PPEs) to the St. Charles Luwanga Secondary School and the Kopkop College in Gerehu, Port Moresby.
  - Donated PPEs to the COVID 19 National Control Centre coordinating the COVID 19 responses in the country.
  - PNGRCS donated Hygiene kits and donated items such as diapers, water bottle and nappies for lactating mothers and their babies at the Port Moresby General Hospital.
  - Hygiene kits were donated to Cheshire Home which educates Children living with Special needs. NCD/Central Branch volunteers took part in the distribution.

- NCD/Central Branch responded to 8 households whose homes were destroyed by a fire at the Work Compound. Through COVID 19 support, hygiene kits and prepositioned stock including cooking pots, towels, tarpaulins, water containers and clothes was distributed.
3. COVID 19 Trainers of Trainers for Youth Volunteers and Staff
- Apart from conducting Community Based First Aid, 20 NCD/Central Branch volunteers underwent COVID 19 Training.
  - PNGRCS First Aid Coordinator conducted COVID 19 TOT Training for 13 Branch volunteers in New Ireland province.
4. Health, Hygiene and Sanitation (WASH) in schools
- Procurement of tooth brush, tooth paste, toilet roll, baby wipes, soap and laundry powder to pack as a Hygiene kit to distribute to school aged children.

#### **COVID 19 funding reallocation to support 3 locations**

- Procurement of 13 KVA gent sets for 3 locations; Mt Hagen Branch, Special Education School in NCD and IFRC Office to ensure uninterrupted electricity supply.
- Procurement of tooth brush, tooth paste, toilet roll, baby wipes, soap and laundry powder to pack as a Hygiene kit to distribute to school aged children from City Pharmacy

No.	Item Description	Quantity delivered on 31 <sup>st</sup> December	Quantity delivered on 09 <sup>th</sup> January, 2023	Total
1	Reusable bags to pack hygiene items	500		<b>500</b>
2	Colgate Tooth Brush	300	200	<b>500</b>
3	Toilet rolls 6 pack	500		<b>500</b>
4	Baby wipes	200	86	<b>286</b>
5	Sunny 3 in 1 power laundry soap	500		<b>500</b>
6	Colgate herbal tooth paste	300	200	<b>500</b>

#### **Civil Unrest (DREF)**

Communities in PNG were affected by election related violence and conflicts which resulted in Civil Unrest in most parts of the Highlands Region. The PNGRCS in coordination with other Humanitarian partners conducted various assessments in those affected highlands communities. PNGRCS then responded to the affected communities with support from the Disaster Response Emergency Fund (DREF) from the International Federation of Red Cross and Red Crescent (IFRC). So far the following response activities have been carried out;

- Conducted independent assessment in 2 communities namely Wurup in Jiwaka Province and Lumusa in Western Highlands Province communities on the 4<sup>th</sup> of October, 2022 and established that 26 homes were burnt and 26 households were affected.
- After the assessments were complete, the communities are scheduled to receive Non Food Items (NFI) in the next two to three weeks. The problem that is currently being faced is that there is no way funding can be made available to attend these sites.
- Non Food Items (NFI) including blankets, mosquito nets and tarpaulins procured from the Kuala Lumpur Logistics Warehouse to support affected communities is delayed and will arrive in country in January, 2023. Preposition plan as follows:

No.	Item Description	Quantity to be prepositioned in Lae	Quantity to be prepositioned in WHP Branch	Quantity to be prepositioned at Baptist Union, Western Highlands	Total (in pieces)
1	Blanket, medium thermal	1242	5058	1242	<b>7,542</b>
2	Mosquito nets, rectangular X-Large	1250	5050	1250	<b>7,550</b>
3	Tarpaulins, woven plastic, 4 x 6 m	245	110	245	<b>600</b>

- Capacity Building was conducted for 15 for Western Highlands Branch volunteers through induction, Kobo tool refresher, Gender and Inclusiveness sessions and introduction to Logistics in preparation for distribution.



## Summary of Responses and Distribution by Branches

Morobe Red Cross Branch - Response Distribution Summary 2022

DATE	HAZARD	WD	LLG	DISTRICT	AFFECTED	AFFECTED	NFI	REMARKS	
ACTIONED					H/HOLD	POPULATION			
5.01.22	Fire	6	Labuta	Nawaeb	1	6	19	Incident	
7.01.22				Mkhm	Lenny. S		200ltrs zoom	Assistance	
11.01.22	Flood	18	Wampar	Huon	50	250		rice/t/fish	
07.02.22	Fire	5	Wampar	Huon	1	7	30	MOR RC/asst	blkts/hyg pk
01.03.22	Drought	8	Ybm/Mpe	Finschafen	100	365		10kg bg rice	
03.03.22	Fire	LLG Statn	Wampar	Huon	6	45	54	Incident	
03.03.22	Fire	16	Wampar	Huon	1	7	17	Incident	
18.03.22	IDP	1	Ahi	Lae Urban	1	5	15	IDP Welfare	
18.03.22	Fire	4	Selepet	Kbwm	1	5	45	MOR RC/asst	hyg pk
18.03.22	Ethnc Clsh	4	Ahi	Lae Urban	30	350	390	MOR RC/asst	hyg pk/taps

AROB Red Cross Branch - Response and Distribution on King Tide

### 4.2 Population Average Family Size #: 5

Community	Total Pop.	# HH	Total Affected Pop	Adult		Children <18yrs		Children >18yrs		Persons with disability		Distribution Data NFIs					
				M	F	M	F	M	F	M	F	JC	KW	HK	Tarp s	Blanket	Food
Carterets	1250	250	250	155	157	231	235	223	206	21	22	20	5	20	20	150	250
Fead	780	156	156	122	117	102	130	120	180	5	4	-	-	-	-	-	156
Mortlock	418	84	84	62	68	65	71	76	72	2	2	10	5	10	5	-	84
Tasman	1010	202	202	175	171	165	173	156	159	5	6	-	-	10	-	-	202
Total	3,458	692	692	514	513	563	609	575	617	33	34	30	10	40	25	150	692

## Preparedness

The society's preparedness Program is focused in the area of Community Resilience Building. Some preparedness activities including capacity building done this year are captured in the specific program reports further on. Community Based First Aid is one of the Society's preparedness activities which was carried out and reported under First Aid Program. The Integrated Vulnerability Capacity Assessment (IVCA) is another activity done and captured under the Red Ready Program/project activity report Below. Assessment is done in the communities to assist them identify their own vulnerability and arrive with a Disaster Risk Reduction Plan (DRR)

for their community. Livelihood program activity is also another preparedness activity that the Oro Branch has been doing. This Year there was no new activity but conversations with the relevant stakeholders in the province have kicked off for some projects for 2023. Other Capacity Building activities like the logistics training, Community Engagement and Accountability Training to help prepare the volunteers and communities are captured under the Red Ready report.

### **Preparedness under Climate Change**

Realising the effects of Climate Change, the Branches are advocating in their communities, and reports are yet to be received by the Headquarters. The NCD/Central Branch on the 9<sup>th</sup> of October 2022 joined other Stakeholders and Communities to commemorate the International Mangrove Day. They supported the Dogura community in the Central Province to advocate on Climate change and planted 5'000 young Mangrove trees within the community. At the same time the Branch volunteers provided First Aid support to any injuries and did Red Cross information dissemination and cleaned the Dogura Beach Front.

## **Logistics**

Logistics is a huge part of the RC movement operations all over the world. The Logistics section provides the necessary support for smooth humanitarian operations. PNGRCS Logistics department falls under the Disaster Management Unit. A new Logistics officer was recruited in September 2022 and reported below are highlights of tasks undertaken from 2022 onwards.

The new officer travelled to the Morobe Branch in December 2022 accompanied by the Secretary General and a Project Officer to carry out the following tasks:

- Physical check on storage container and inventory (2x 20ft containers)
- Meet with the customs agent for clearance of NFI shipment from Kuala Lumpur for the DREF operation in Mt Hagen.
- Conducted a one-day in-house training on introduction to logistics and preparedness for branch volunteers.
- Discussed logistics and other branch matters with Branch Chairman and volunteers.

Storage containers at the Branch need urgent repair before NFIs reach Lae from Kuala Lumpur. The containers are old and damaged due to corrosion. It was established from the visit that there were no proper records of stock movement and inventory.



Two other trips were made to the Western Highlands Branch by the Logistics Officer. The first trip was in late September 2022 with the IFRC Head of Delegation and the Secretary General where some assessments on election related displacements were conducted in Wurrup community. The 2<sup>nd</sup> trip was in November to support the Disaster Management Coordinator (DMC) on the Disaster Response Emergency Fund (DREF) operation. Training provided by the team was on KoBo (KoBo Toolbox is a suite of tools used for data collection, analysis, and visualization in humanitarian and development contexts) refresher, child protection and Non Food Items (NFI) distribution.

# First Aid Program

In 2022, PNGRCS has provided First Aid training to 1,435 people throughout PNG as shown in the statistics summary below. Commercial First Aid (CFA) generates income for the organisation through which a total of 1014 personnel from over 40 companies have been trained from January to December. Training also includes Cardiopulmonary Resuscitation (CPR) and Revalidation in which 209 employees were trained per the statistics below.

Community Based First Aid (CBFA) if utilized effectively as point of entry into our communities using the member-led approach will be a learning point for our trained TOT volunteers to gain self-confidence. As per the requirement, a trained Volunteer TOT (Trainee First Aid Instructor) is required to at least facilitate six Community Based First Aid & Health Awareness (CBFAHA) trainings in their respective Branch as part of the monitoring and evaluation process. However, under the CBFA training program, only three Branches have trained 212 people. Statistics show that Branches that benefited from the **Red Ready Project** First Aid TOT training have not conducted any CBFA Training since 2020.

## First Aid Training Statistics 2022

COMMERCIAL FIRST AID STATISTICS 2022																					
Month	Headquarter			NCDC Branch			WH Branch			ENB Branch			NI Branch			AROB Branch			Total		
	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F
January	7	5	2							5	4	1							12	9	3
February	4	4														11	5	6	15	9	6
March	16	11	5				6	5	1	11	5	6							33	21	12
April	6	5	1										24	22	2	4	3	1	34	30	4
May	31	21	10				27	17	10				26	23	3				84	61	23
June	147	107	40							7	3	4	9	8	1				163	118	45
July	105	73	32										12	12					117	85	32
August	198	158	40	20	19	1													198	158	40
September	103	90	13																123	109	14





programs, Leadership Development for effective leadership, financial sustainability for effective program enhancement and National Society operations and programs sustainability. Human Resource support and development for effective staffing and volunteer participation and engagements. Also taking into account networking and partnership at all levels and all which includes movement partner's effective engagement with the National Society.

The Society has been carrying out many capacity development activities addressing some of the gaps identified by internal assessment tools. Some development activities have been carried out this year at the Headquarters and at the Branch level.

### Head Quarters

The focus at the Headquarters (HQ) for 2022 was National Society Development focussing on Branch Development. In order for the Branches to be guided well to coordinate their business on the ground, the HQ team conducted a Planning Meeting in May and brought in representatives of the 12 Branches in the country. They also celebrated the World Red Cross Day (WRD) on the 8<sup>th</sup> of May 2022 by distributing goody bags funded by the ICRC to the village kids nearby. At the planning meeting the Branches were assisted to compile their Branch plans which were incorporated in the National Society (NS) development plan. Full report on the planning meeting and World RC day can be obtained upon request.

### Branch Development

The PNGRCS Branches are located in thirteen (13) different provinces throughout the country.

Twelve (12) Branches are fully pledged, one (1) interim (Sandaun Province) and one (1) sub-Branch (Lihir – New Ireland Province). Due to funding constraints, it has always been very expensive for HQ and Branches to travel to and from for effective engagement on the ground.

The Branches which are mainly managed by volunteers, continue to aspire to the vision of the National Society through building resilient communities by working with the local stakeholders and partners on the ground. The main partners for Branches are the Provincial Disaster Office and Provincial Health Authorities and others such as the Provincial Fire services, National Maritime Safety Authority (NMSA), and the Chambers of Commerce for some Branches. Those partners supported the Branches with resources like transportation or conducting resilience awareness sessions, or training in the various localities and communities.

### Branch office Building /Staffing

Out of the twelve (12) locations in the country, Western Highlands Branch has a staff and Branch building, East New Britain Branch has a Branch Building and a full-time staff, New Ireland Branch has a building, however the staff passed away in September 2022. Oro Branch has a full time Branch staff without Branch building. AROB Branch has a staff without a building Morobe branch has an office space within the Provincial Disaster Office without a staff, Madang does not have an office space and a staff and NCD/Central has an office space within the HQ without a staff. All the other branches do not have staff to coordinate Branch activities so their performance depends very much on the commitment and passion of volunteers.

### Branch Leadership 2021 -2023

	Branch	Chairman	Deputy Chairman	Treasurer	Secretary
1	East New Britain	Oscar Pidian	Casolyn Korken	Paul Yalongi	Noela Lowong
2	Western Highlands Branch	William Rose	Ken Henry	John Kitiga	Lima Lydia
3	Eastern Highlands Branch	Billy Elizah	Bob Miamul	Alexander Ulauko	Joseph Mambol
4	Madang Branch	Willie Awat	Ketso Maiak	Miriam Dagen	Zaxii Saki
5	Oro Branch	Charles Dadada	Sandy Simelolo	Lilias Cuthbert	Peter T Paine
6	New Ireland Branch	Glenson Laina	Petra Turan	Wilson Sakias	Elizah Tiplas
7	AROB Branch	Joe Elijah	Sione Atua	Matthias Tokein	Agnes English
8	West New Britain	Philbert Vitata	Jeffery Bula	Hubert Vitolo	Josepher Gavuri
9	Milne Bay Branch	Patricia Mark	Bildad Kadada	Miriam Vanua	Elijah Alfred
10	NCD/Central Branch	Jimmy Peters	Sammy Sari	Murphy Pulingi	Geogina Paliau

11	Morobe Branch	Thomas Merire	Leo Kautu	Janet Domerholth	Freda Malex
12	Sandaun – Interim Branch	Branch needs fresh election			
13	Lihir Sub Branch	Sub branch inactive currently			
14	Manus Branch	Branch needs fresh election			

Branches have many challenges including producing operational and financial reports to HQ on time. This is normally due to lack of stationaries, office machinery or no office to work from. Though some Branches carry out some programmes with partners on the ground, their stories are not captured or sent to HQ to be reported or shared. Understanding these challenges and through the BOCA results the HQ with support from movement partners made efforts to support Branch development initiatives through the Red Ready project in the last four years. The main goal of the project is aimed at building/developing the National Society response capacity by addressing gaps in the NS operations. Activities were rolled out at the Branches to build capacity through trainings for volunteers in different sectors, enhance partnership and networking with stakeholders working with Branch leadership and effective community engagement through Community Based First Aid and Community Engagement and Accountability (CEA) activities.

## ***NSD and Branch Development under Red Ready Project***

### **Red Ready Year 4 -Sept 2021 – August 2022**

The Red Ready project is focused on building NS capacity for response readiness. In the last 4 years starting in 2019, activities to strengthen the Society were carried out. They are reported and captured under the project specific reports over the years. However, we would like to include the 4<sup>th</sup> Year report highlights in this NS report to show case some NSD work that have been carried out in late 2021 into 2022.

#### **Outcome 1 : National Society has defined the role and strategy for local responses to disasters and crises**

##### **Theme 1: Output 1 - Law, Strategy and Oversight.**

##### **Strong legal basis for National Society to deliver its mandates.**

This area is focused on the PNGRC constitution review, providing a strong legal basis for PNGRC, regulating and guiding the National Society to manage its governance, management, staff, and volunteers. Implementation for PNGRC mandates and service delivery to its community and people in need was also supported.

##### **Review of PNGRCS Act and Constitution**



The society had its General Assembly in August 2021 and reviewed both documents. The Revised Constitution was endorsed in the last General Assembly in August 2021, and all supporting policies, procedures, manuals were reviewed and endorsed by the Council in November 2021. The document was then submitted to the Joint Steering Committee (JSC) and got approved in May 2022.

#### Dissemination of Fundamental Principles in the Branches

The society would like its members or people they engage with to fully understand the 7 Fundamental Principles as the foundational principal for the RC work. The Fundamental Principles were disseminated during the Community Based Health and First Aid Training, prior to the First Aid training from October to November 2021 in East New Britain and Milne Bay Branches respectively. Also, the 7 Fundamental Principles were disseminated via Newspaper during the 16<sup>th</sup> September Independence anniversary. See table below.

## Outcome: 2 Systems and Resource Management - National Society has adequate human resources and strong support services for effective response

### Output: 2/ 2.1 Theme 2 – Financial Management in Emergencies

#### Development of Operational Manual in Emergency (Human Resources, Logistic and Finance).

The NS now has in draft a manual called “OPERATIONAL MANUAL IN EMERGENCY (HUMAN RESOURCES, LOGISTIC AND FINANCE)”. The document was developed with the input from key staff at the HQ during a week-long policy/SOPs workshop/training like meeting at the HQ facilitated by the NSD Delegate in August 2021. The document has procedures with regards to Finance, Logistics and human resources during emergency.

The society harnessed the project support towards its own National Society development initiatives. As such many of the Red Ready activities are integrated to align with the NS’s own work for NSD. The above workshop paved way for other NSD discussions that led to development of other necessary and important polices/SOPs for the society.

The NS has in final draft now 1x Emergency Financial procedure and 1 x SOP at HQ that covers Finance, Logistics & HR. The approval that would have been given in early 2022 is still pending and so the documents will be submitted to National Council for approval in early 2023.

#### Implementation of external audit recommendations

The society now has all its outstanding audits (2018 -2021) done indicating clear financial management improvements. There has been a lot of effort by the society to improve its financial management and accountability. The Red Ready Project had supported this area since phase one and having all outstanding Audits almost in completion is an achievement. It is hoped that by the end of the Project Term, the NS is progressing into more actions as recommended by the completed Audit Management report.

Most of the audit recommendations were carried out in 2020/2021. One important one mentioned below under; Branch Operations

**Recommendation:** “To ensure the Branches provide acquittals with financial reports on a timely basis and that all transaction be taken up in the books of the NS head office.

**Action:** Plans for finance training with the objective to receive financial reports from the Branches for consolidation of financial reporting has progressed in phase 2 but at a very slow pace last year with developments of training materials. The training is anticipated to be done in Year 5 (2023).

Audit for 2018-2020 concluded in 2021. For 2020 -2021 was done in late July 2022. 1x External Audit company (SPC Solutions) engaged and carried out the Audits for 2020 and 2021. The Audit report is soon to be furnished to the NS with the management recommendations to follow soon.

The SPC Solutions was engaged taking over the work of the previous company as per Council decision to continue for 2020 and 2021 Audits. The work progressed in late July 2022 and was completed at the end of August, 2022.

The latest update as of September 2022 is that the Audit report for 2011 – 2020 was that the Audit Opinion was qualified with some major issues. However, the Audit Opinion for 2021 -2022 is unqualified, meaning that report is good with minor issues. That is a very good progress for the Society.

### Upgrade MYOB

A consultant was recruited between February and March of 2022 and upgraded the software to allow for more room and some flexibility. MYOB forms (invoice, receipts, quotations, remittance advise) were customized. MYOB Premier 19 desktop version was upgraded to Account Right Cloud Version and stored on cloud. Migrated data from Premier 19 Desktop version to the Account Right Cloud Version.

## Output: 3/ 2.1 Theme 3 – Logistics and Procurement in Emergencies

### Development of Procurement Manual

The society has its Finance Manual that captures Procurement in peace times. It's been reported in year 2 that a clause on the "procurement during emergencies" was incorporated onto the manual. The clause states; The National Council may issue directives that override the above-mentioned limits during **emergency operations**".

At the same time a separate manual called; "*Papua New Guinea Red Cross Society, Operational Manual in Emergency (Human Resources, Logistic and Finance) 2021*" was also developed as stated above under "Theme 2, activity 6".

1x Procurement Manual completed and approved in principal and applied at the moment. It will go in for Council approval in November 2022.

### Conduct Logistics refresher training

The training was conducted online by the Logistic Technical Leads from IFRC for the NS. Participants from six (6) Branches and HQ underwent the training from 20<sup>th</sup> -23<sup>rd</sup> September 2021. They were from three (3) Red Ready focused Branches and three other potential Branches for project coverage should there be possibility in the future

### Development of Logistics Manual

The Logistics Manual was developed and submitted for approval at the General Assembly in late August 2021. It was approved technically and is in use but will be put to the Council in early 2023 for approval.

## Output: 4/ Theme 4 – HR in Emergencies

### Development of HR Manual for emergency

The society has its HR Manual that captures HR processes in peace times. There was a plan to include a clause on "HR during emergencies" to be incorporated onto the manual. However, the newly developed, "*Operational Manual in Emergency (Human Resources, Logistic and Finance) 2021*" included clauses of HR during emergencies.

The decision for recruitment during the emergency period will be subject to disaster categorization at the time and will be done in line with the minimum required standard put in place during that period for emergency as stated in the PNGRCS OM in Emergency (HR, Logistics & Finance). 1 x HR manual for Emergency in draft. Will be put forward for November 22 National council meeting for approval

### Update Staff Regulations

The Staff Regulation is been reviewed and work was done on it in August 2021. It was then put forward to the 2021 General Assembly and got approved. 1x staff Regulation is updated and approved

### Development of PGI policies/SOPs & Procedure

The Society's Human Resource Manual has specific clauses on Diversity, Discrimination and Harassments which the Protection, Gender and Inclusion (PGI), Child Protection also falls under. The sixty (65) pages HR manual covers almost all aspects of Human Resource. Specific policy documents were suggested to be developed to meet donor's requirement but also to guide the NS work. PGI specific to emergency response is yet to be developed, however, many related SOPs were developed from August to September 2021 and also existing ones were reviewed. Below are some of the Policy documents developed under this thematic area:

1. Prevention on Sexual Exploitation and Abuse Policy developed and endorsed by Council in November 2021.
2. Personal Data Protection Policy – pending review and approval
3. Fraud and Corruption Prevention updated and endorsed by council in November 2021
4. Child Protection Policy (approved one, revised and updated and endorsed by council in November 2021.

The policies are in place and needed to be disseminated to the members of the society. There are plans in Year five (5) for full dissemination of those policy documentations.

1 x Protection, Gender and Inclusion (PGI) SOPs for response and 1x Procedure are integrated into the policies listed above and into the HR manual.

#### **Development of Security Policy and Guidelines**

After security training in May 2021, the NSD delegate supported the NS with development of two related security policy documents and circulated from August to September 2021.

The policies are:

1. "Information on Security Policy (the "Policy")" which outlines the PNGRC's approach to the prevention and control of Information.
2. The Security Policy (the "Policy") which outlines the PNGRC's approach and strategy to provide, safe and secure workplaces, where fair, just and reasonably practical for staff and volunteers.

The policies are in place and will fully disseminate in 2023 to the members of the society.

1 x Safety and Security Guidelines developed and in draft pending approval

#### **Conduct Insurance Broker analysis**

Capital Insurance company has been selected for insurance cover of staff and properties after careful analysis. Staff and properties of the NS are now fully covered for a period of one year before renewal.

Insurance cover for staff and volunteers was a real concern for the last few years. The Society's properties and members were not insured. Now that the Society committed itself to pay for the cover, the project will continue to support and so an extension of the cover will continue in 2023 giving the Society confidence to conduct its business at ease with its human resource (staff and volunteers).

#### **Recruitment of project staff**

The Volunteer Data Management/Project Assistant left for studies in February 2022. Advertisement to fill this gap has been put on hold. NS did a restructure and finally recruited a project officer who is now on board working.

### **Output: 5/ Theme 5 – Sustainability in Services during Emergency**

#### **Development of Resource Mobilization Strategy and Policy**

Resource Mobilization Strategy has been drafted and circulated for review in June 2022 as well the Policy document was finalized and in draft. Now both documents are in final drafts to be circulated for review. Once reviewed, it will be submitted to the National Council meeting for approval. Once approved, fundraising and other RM activities should kick off guided by the strategy.

The RM Policy is in final draft pending review and approval by National Council.

The RM Strategy is also completed and awaiting approval.

#### **Policies on DREF and EA**

The following documents are ready for approval.

1. Disaster Categorization - Guidelines to determine level of disaster - the document was developed in August 2021 and is pending review before approval.
2. Operational Manual in Emergencies – Human Resource, Finance and Logistics and procurement - the document was developed in August 2021 and is pending review before approval.
3. Finance and Audit committee Term of Reference (TOR) – the document was developed in August 2021 and endorsed by council in November 2021. The above policies are ready and pending approval.

#### **Establishment of calamity funds**

The Society with the aim for overall National Society Development had progressed with many policy developments. While the discussions for establishment for calamity funds are going on, some of the following policies were developed to guide the management of the funds should it get established.

The documents are listed here even though, those policy developments were not part of the project activities, it is appropriate to report here giving overall picture of the Society NSD approach for response readiness.

Below are related policies for emergency funds management and guidelines that were developed within Year 4:

1. Fraud and Corruption Prevention Policy, updated in July 2021 and endorsed in November 2021.

2. Finance and Audit Committee establishment Procedure – Terms of Reference (ToR) was developed in July and endorsed in November 2021.

3. Finance and Procurement Manual updated in July 2021 and endorsed in November 2021.

4. Initial Response Fund Guidelines – developed in August 2021 and pending review before endorsement.

5. Disaster Categorization guidelines – developed in August 2021, pending review before endorsement.

All endorsed documents need to be disseminated to all members and so in Year 5 workshops on those documents will happen and be disseminated. 1x Mini DREF Terms of Reference (ToR) has been developed, pending review before endorsement

### **Outcome 3; Performance and Accountability - National Society has demonstrable management capacity to lead and deliver effective, coordinated and integrated services**

#### **Output: 6/ Theme 6 – Response Readiness**

##### **Community Engagement Activities (Community Survey)**

The Society took up Community Engagement Activity more proactively this time. Supported by the IFRC APRO grant, PNGRCS staff dispersed across six provinces in March 2022 in order to conduct CEA training with staff and volunteers. An initial Training of trainers (ToT) for CEA was conducted at HQ in Port Moresby in February 2022, in which eleven (11) staff attended. Subsequently, 3 additional one day CEA trainings were conducted in East New Britain (16 volunteers) and Milne Bay (21 volunteers), as well as a follow up training for National Capital District and Central Branch (11 volunteers) held at HQ through March 2022. Western Highlands 17 volunteers, ARoB 19 volunteers, Madang Branch 12 volunteers. In each case, the CEA training was conducted in the field at the respective branches, immediately prior to data collection.

Over 400 surveys have been completed so far across the six provinces, with PNGRCS staff and volunteers engaging in 12 individual communities. It comprised of individual surveys and focus group discussions (FGDs) with targeted communities and Key Information Interviews (KIIs) with various community leaders. The assessment used KOBO toolbox, a free open-source tool for mobile data collection. The findings of the assessment highlight the importance of engaging with local communities to better understand context and information needs of such diverse groups through Papua New Guinea.

Detailed data analysis of the survey across PNG was finalized and the survey results were presented and shared to the PNGRCS team via zoom meeting facilitated by the IFRC Country Head – Maki Igarashi on the 30<sup>th</sup> of August 2022. The Australian Red Cross and the New Zealand Red Cross representatives were invited and attended also. The analysis was well done and presented by the IFRC CEA consultant, Moh Yin. That will be used for future programming. There were a lot of interesting findings useful for the Society's planning going forward.



Western Highlands Volunteer Steven Poisa in Wila community market conducting Household survey with a mother

##### **Summary of Achievements under CEA:**

-86 volunteers and 12 staff trained in CEA (52 men and 34 women)

-12 staff trained in delivery of CEA activities (9 men and 3 women)

-Individual Household Assessments conducted to date: 417  
26 FGDs and 17 KIIs

-86 volunteers and 12 staff trained in Kobo/data collection (52 men and 34 women)

##### **East New Britain Branch CBHFA - First Aid Training**

The main aim of the NS under the First Aid development is to:

1. Build Capacity of First Aid Trainers and Instructors for the NS to have competent trainers and or who can be certified by the National Training Council.
2. Build a pool of Community Based First AID Volunteer Instructors or Trainers who will implement Community Based First Aid and Health Awareness programs for community resilience in the community.
3. Also to maintain effective community engagement through CBHFA at community levels.

In Year 4, progressing on, community based First Aid trainings were carried out in East New Britain and Milne Bay respectively in October and November 2021. The trainers that have undergone training in the last phase were put to test to conduct CBHFA training in the communities for further assessment. The Master Trainer of the National Society worked hard to build the team of trainers while at the sometime executing trainings at the community levels maintaining community engagement and equipping communities with the First Aid skills. The training program supported by the project is progressing trainers to be certified by the country's National Training Council as trainers to conduct training. It is hoped that by Year 5 (2023), the NS have a pool of Certified First Aid Trainers

## **Output: 7/ Theme 7 – Project Management**

### **Development of Strategic Plan**

PNGRCS organized the 3-days workshop in September 2021, attended by all Branches, governance and management representative in Lae, Morobe Province. There was agreement on two internal consultations targeted at Branch and management input as agreed. Once finalised it would be shared with Movement/non Movement partners for further input. The first draft outcome of the workshop was shared with Branches in October. The second draft was shared with Branches and management for consultation. The final consultation was expected to happen from January to March 2022 and the Strategic Plan was expected to be finalized and endorsed in the planned Extra Ordinary General Assembly in March 2022 but the EOGA is yet to happen.

However, the plan was technically approved by the National Council and the society is aligning its other sectional plans and is starting to implement now in Year 5 onwards. Approval of the revised version should happen early in 2023.

- HQ & Branche's Consolidated operational plan

### **Planning meeting**

The NS planning meeting was held from 8<sup>th</sup> -12<sup>th</sup> May 2022 with a total of thirty-five (35) participants, 23 male and 12 female. There were representations from all the twelve (12) branches of the society.

In attendance also were the movement partners, the International Committee of the Red Cross (ICRC) and the International Federation of Red Cross and Red Crescent Movement (IFRC). The movement partners actually supported the Society both financially and technically to get the meeting off the ground. The total cost of the meeting was shared between the ICRC and the Red Ready funds. The activity was coordinated by the Red Ready project Manager with direct support from the IFRC National Society Delegate (NSD) – Dino Argiato, the then Interim Secretary General – Mr. Newton Kiafuli, the management team and the key program coordinators.

The four (4) days' workshop/meeting was a very good opportunity for the branches to learn from each other. They also had the opportunity to plan together as one National Society team aligning all their plans with the Society's Strategy 2022 – 2030. All Branches were given opportunity to present their plans to the entire team to gauge support from the other Branch colleagues, HQ and movement partners.

Plans were done based on the findings from OCAC, BOCA and PER assessments results. The NS is happy to report here that those assessments were funded by the Red Ready project at the initial stage of the project to establish performance findings and that really helped the Society to understand its gaps and strengths from the HQ down to the Branches. The assessment results have become a baseline for the Society's forward planning.

Another thing that was presented at the workshop was the Branch Development concept. The NSD delegate assisted with the concept which covered plans for long term sustainability approach. It covered branch structure, governance, volunteers, infrastructure, resource mobilization, programing and others. Branches were given time to develop their plans in the last two days and all arrived with draft plans which were collected by the HQ team for consolidation.

However, the details need to be fine tuned and so by early 2023, plans should be finalized as final drafts and consolidated for NS overall operational plan. Following things were done and seen as achievements from the planning meeting /workshop:

1. All Branches completed their 2023 plans and beyond (drafts)
2. All plans are taken up for consolidation and work on incorporating some of those long-term activities onto the NS NSD plan are in progress
3. Branch operational Guidelines are drafted
4. . Dissemination of compliance and issues been discussed and way forward actions highlighted and shared
5. Volunteer policy and guidelines, Finance and logistics policies were disseminated
6. Disaster management Coordinator presented on the DM,
7. The Communications Officer presented on the NS communications,
8. The Interim SG workshopped and disseminated compliance

*We thank and acknowledge the ICRC for core funding the Planning meeting and to IFRC for ongoing support always.*

### Monitoring Visits and Reporting

For accountability, the Midterm review for phase 2 was done in East New Britain and Milne Bay Branches respectively. The main activities under monitoring were visitation to the project sites, interviews with the beneficiaries, meetings with stakeholders, meetings with the Branch leaders and the volunteers. The monitoring team to the two Branches were:

1. Secretary General – Valachie Quagliata
2. Maki Igarashi – HoD – IFRC country office
3. Allison Dage – BDC/RR Program Manage
4. Folken Wako – Communication Officer
5. Henry Yamo – the National Chairman joined the team on Friday 1<sup>st</sup> of July to get meetings with provincial stakeholders and the Branch volunteers.

#### **1. East New Britain Branch**

The East New Britain Branch monitoring happened from the 29<sup>th</sup> of June to 1<sup>st</sup> July 2022.

There were visits to two communities where the activities were carried out:

Malaguna No. 2 in Rabaul District and Bitakapuk No. 3 in Gazelle District.

Malaguan No. 2, - Integrated Vulnerability Capacity Assessment ( IVCA ) and Community Based First Aid were conducted in that community. The community members reported that the Ward Development Committees after the First Aid and Integrated Vulnerability Capacity Assessment (IVCA ) training from the Red Cross, carried out awareness in the community informing all that they now have trained First Aiders to call upon anytime should there be any injuries or casualties in the community. They also expressed that, they are able to identify hazards and risks within the community after the IVCA. The Community Disaster Risk Management plan was supposed to be completed after the IVCA and given to the community. But that was hanging after the main facilitator – DM Coordinator left the Red Cross . The community asked for the Plan and so in Year 5, this task will be taken up with refresher in the community again to assist complete the DRR plan for the community. The council President was present made commitment that once the DRR plan is ready, they would launch it and invite stake holders to the community to sought their commitment to support them with their action plans.

The community leaders expressed gratitude towards Red Cross for such community initiatives to help the community to help themselves. However, for First Aid, the community First Aiders expressed the need for First Aid kits to enable them to respond effectively. The community leaders further recognized the support given to the NS by the USAID through IFRC and expressed appreciation to the donors.

Bitakapuk community, - Community Based First Aid was carried in that community. The highlight was that, the youths in the community were offered jobs after acquiring the First Aid Certificates. The youths expressed that they had learned a lot of things that they were not aware of. One youth in particular was able to attend to causality immediately a day after he received training. Many community members witnessed what happened at the time and



thanked the Red Cross for the skills imparted through the training. Many recommendations were made and one main one was for Youth programming in the community.

For both communities mentioned above, the other details and recommendations from the communities are on separate monitoring visit reports that will be used by the NS for forward planning for community engagement activities through the Branches.

## **2. Milne Bay Branch**

The trip to Milne Bay Branch happened from 17<sup>th</sup> – 20<sup>th</sup> August.

Two visits were done to two communities where the activities were carried out:

Maiwara community, Huhuna LLG, Alotau Urban and Motuyuwa community also in Huhuna LLG, Alotau Urban. -

*Maiwara community* -IVCA and CBFA were conducted in that community. There was a big event in the town and most community members had travelled to town to witness the activity. So only a few community members were present to engage with the RC team. Eight women and girls and two (2) men. None of the beneficiaries were present at the time to provide direct responses to the questionnaires. However, other generic questions were asked. The members expressed some lack of awareness and visibility by the direct beneficiaries of the activity, expressed gratitude for RC presence in the community to build community resilience.

The recommendation from the members was for more RC presence and engagement in the community.

Motuyuwa community - Community Based First Aid was conducted in that community. The Church Counsellor that was present said that right after the First Aid training, he made an announcement to all the church members that, the community now has First Aiders trained by the RC. The community embraced having skilled First Aiders in their community and thanked the RC for the initiative.

The Madang Branch is yet to be visited for the Monitoring and Evaluation. Other details and recommendations from the communities are available for further planning.

**The society acknowledges the support given by the USAID through Bureau of Humanitarian Affairs (BHA) and says Thank You and also acknowledges the IFRC Coordination support and says Thank You.**



## **Branches operational updates**

Due to the Country's General Election in 2022, many planned activities for the Branches never eventuated.

### **Branch operational Plans/Reports**

This year all the Branches submitted their draft 2023 operational Plans at the planning meeting. HQ is still in touch to fine tune all plans.

### **Programmes Activities**

Few Branches have responded to some local disasters in the provinces and provided reports to the DM team. Apart from the three Red Ready focused Branches Program activities mainly preparedness activities including capacity building like trainings, (IVCA/ERT/Logistics/WASH) awareness and

livelihood are very minimal in other Branches. Fundraising activities for sustainability is also very minimal.

### **Partnership and Engagements**

Partnership engagements and networking with different stakeholders is very effective with some Branches who have very good relationship with them. Therefore, those Branches are able to harness support and gain recognition by collaborating and working together especially during disaster situations or community engagement activities like awareness. (Climate change/WASH etc).

### **Current Operational issues**

Some Branches are still struggling for land and office space. Some have issues with Branch Accounts or issues with account signatories. HQ is looking into these issues to see how it can help out.

## **Internal Audit**

### **Internal Audit-Good Governance**

Papua New Guinea Red Cross Society has introduced this role as an independent function in the operations of the society since 2018. This is because of the challenges and experiences encountered in the way financial resources and compliance practices to its systems and processes were managed resulting in a lot of performance related transparency and integrity issues.

The National Governing Council comprising nine elected members are elected bi-annually during the General Assembly. They are the highest decision makers of the Society as mandated via its constitution. Their foresight and paradigm shift in strategizing the way forward of the Society has brought a lot of improvement and positivity in the stability of the operations and making it relevant to its constitution and the Act of Parliament.

Below is a matrix of positive improvements provided to PNG Red Cross Operations in 2022;

#	Improvements	Remarks
1	Constitution	Revised and approved by both IFRC & ICRC
2	Fraud and Corruption policy	Policy introduced in last General Assembly 2021
3	Human Resources Manual	Revised in the last General Assembly 2021
4	Assets Disposal Exercise	Effectively implemented this exercise transparently unlike before and reported.
5	Recruiting of Secretary General	Independently managed by governance to achieve this
6	Consistent External Auditing	Backlogs of external audit reports were cleared.



7	Improvements in External Audit Report Qualifications	External Audit reports improving from qualified to unqualified
8	Development of Internal Audit Annual Plan	Standardize approach for IA to strategize her priorities in compliance with international auditing Standards and Governance strategic priorities of the organization

## LOOKING AHEAD

PNG Red Cross Society under the leadership of the National Council is focused more on improving quality in reporting, compliance to both operation and mandatory best practices. As it refocuses, and re-strategizes for visions 2022 and beyond, a holistic approach to organization best practice is priority to ensure the office is ready to meet the challenges and expectations of business today. Also, disaster management and response is our core business, society must be ready and be relevant to its stakeholders present needs.

Therefore, below are key activities it will be prioritizing her efforts to support the effectiveness of internal audit functions of the Society;

#	Priorities	Remarks
1	Review of Act of Parliament 1976	Regulatory compliance
2	Review of Finance & Processes Manual	Review to improve appropriate practices
3	Introduction of Audit Charter	Compliance to best practices
4	Review of Risk Management Matrix	Organization wide approach includes branch
5	Introduction of Audit Committee	Governing council to decide on recommendation



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