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Abstract

Deliverable D5.1 - Community involvement Plan and results, first Release is the first of the three deliverables of task T5.1 - Communities involvement and continuous feedback of WP5 - Communities involvement and field trials. It describes the first results of the formation of the Local Resilience Teams and the community involvement in the five pilot sites

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VI. List of Acronyms

Acronym	Meaning
ACPDR	Administration of the Republic of Slovenia for Civil Protection and Disaster Relief
BILSP	Balkan Institute for Labour and Social Policy
BRC	Bulgarian Red Cross
COMUNE CT	Comune di Catania
CBRN	Chemical, Biological, Radiological and Nuclear
CGO	Comune di Gorizia
DDR	Disaster Risk Reduction
ECOC	European Capital of Culture
EGTC	European Grouping of Territorial Cooperation
GDPR	General Data Protection Regulation
HMOD	Hellenic Ministry of National Defence
IES	Intelligence for Environment & Security
ISIG	Istituto di Sociologia Internazionale di Gorizia
JSI	Jozef Stefan Institute
LRT	Local Resilience Team
MWA	Municipality of West Achaia
NKUA	National and Kapodistrian University of Athens
PGD	Voluntary Fire Brigade
PF	Project Facilitator
RAN	Resilience Advisors Network
WP	Work Package

The terminology used within this report is defined within the Base and Project Glossaries¹. The terms and phrases used within this document have the meanings described by the glossary unless explicitly described otherwise in the relevant text.

¹ <https://www.resilocproject.eu/publication/>



1 Executive Summary

Deliverable D5.1 “Community involvement Plan and results, first Release” is the first of the three deliverables of task T5.1 “Communities involvement and continuous feedback” of WP5 “Communities involvement and field trials”.

After an introduction (chapter 2), the deliverable is organised in two parts.

The first part, Chapter 3, presents an overview of Local Resilience Teams (section 3.1), including a description of the role of Local Resilience Teams (section 3.1.1), Local Resilience Teams members selection - process and criteria (section 3.1.2), as well as issues and expectations regarding the formation of LRTs (section 3.1.3) and continues to describe the formation of the Local Resilience Teams, one for each of the five pilot sites, namely Catania (section 3.2) , West Achaia (section 3.3), Gorizia (section 3.4), Tetovo (section 3.5) and Kamnik (section 3.6).

The LRTs formation has been based on the LRT Establishment Guidelines, presented in Annex B: LRT Establishment Guidelines, and the LRT Selection Tool, presented in Annex C: LRT Selection Tool. Annex C includes the LRT Selection Tool completed for Catania (see Catania LRT), West Achaia (see West Achaia LRT), Gorizia (see Gorizia LRT), Tetovo (see Tetovo LRT) and Kamnik (see Kamnik LRT).

The second part of the deliverable, Chapter 4, refers to community involvement, including an overview (section 4.1) and the community involvement plan of each of the five pilot sites, namely Catania (section 4.2), West Achaia (section 4.3), Gorizia (section 4.4), Tetovo (section 4.5) and Kamnik (section 4.6).

The last chapter (Chapter 5) presents the Conclusions of the reported work.



2 Introduction

Deliverable D5.1 “Community involvement Plan and results, first Release” is the first of the three deliverables of task T5.1 “Communities involvement and continuous feedback” of WP5 “Communities involvement and field trials”. Task 5.1 will create the needed links to citizens and local communities, ensuring that they are kept in the loop on the project activities and can provide feedback on the project intermediate results. Starting from the network from the communities that are members of the consortium, the task will create a stable and reliable mechanism for the exchange of information and discussions, mainly achieved using Social Media. The task will also establish the Local Resilience Teams (LRT) in the pilots, aiming at extending this to other communities in Europe. Regular webinars will be arranged with the members of the Local Resilience Teams and with practitioners of existing networks (e.g. FIRE-IN [<https://fire-in.eu/>] for the firefighters' community). All activities will be planned and reported yearly so that they can be monitored for the achieved results.

The work in the reported period involves the formation of the LRTs and the community involvement plan. The formation of the LRTs, one for each of the five pilot sites, namely West Achaia, Gorizia, Catania, Tetovo and Kamnik, includes the identification of the LRT synthesis and the LRT establishment process. The formation of LRTs is an ongoing process, therefore deliverable D5.1 describes a work-in-progress reporting a first set of results which will further evolve and be presented in the second release of the deliverable (D5.2). The work for the LRTs formation has been supported by the LRT Establishment Guidelines and the LRT Selection Tool which have been provided to the five pilot communities. The deliverable also refers to the community involvement plan of each of the five pilot sites, with respect to the current status and the action plan. Taking into account the ongoing nature of Task 5.1, the community involvement plans currently presented should also be viewed as the first results of a work-in-progress, which will further evolve and be presented in the second release of the deliverable (D5.2).

3 Local Resilience Teams

The first part of the deliverable focuses on the Local Resilience Teams (LRTs) analysing their role and describing their formation. Five LRTs should be created, one for each of the five pilot sites, namely West Achaia, Gorizia, Catania, Tetovo and Kamnik, as seen in the table below:

Table 1: Local Resilience Teams – sites and partners

LRT site	Lead Trial Partner	Contributing Partners
1. City of Catania (Italy)	DRPC Civil Protection	COMUNE CT Regione Sicilia IES
2. West Achaia (Greece)	HMOD Ministry of Defence	HMOD MWA NKUA
3. Municipality of Gorizia (Italy)	Municipality of Gorizia	Municipality of Gorizia ISIG
4. Tetovo, Ruse Municipality (Bulgaria)	BRC Bulgarian Red Cross	BRC BILSP
5. Kamnik (Slovenia)	ACPDR Slovenian Civil Protection	ACPDR JSI

There are four exercises and four field trials planned to be designed and executed in four of the five pilot sites: in Catania, organised by DPRC, in West Achaia, organised by HMOD, in Gorizia organised by Municipality of Gorizia and in Tetovo organised by BRC. In addition, an exercise will be organised in Kamnik, by ADPDR.

For each pilot site, the deliverable provides:

- Identification of LRT members / LRT synthesis. Description of LRT members and their role in the project. Rationale for their selection.
- Description of LRT selection criteria and establishment process

The work for the LRTs formation has been supported by the LRT Establishment Guidelines and the LRT Selection Tool (Annex B & C) which have been provided to the five pilot communities.

The formation of LRTs is an ongoing process, therefore the section describes a work-in-progress reporting a first set of results which will further evolve and be presented in the second release of the deliverable (D5.2).



3.1 Local Resilience Teams – Overview

This section provides an overall description of Local Resilience Teams, concerning their role and their expected contribution in the project, the LRT members profile and their selection process and criteria as well as the issues encountered in the LRT formation and the expectations across the five sites.

3.1.1 Local Resilience Teams – What is their role

Communities have always dealt with disasters and emergencies and have often evolved organic methods by which they communicate and coordinate their activities. Within RESILOC, it is the intention to formalise this process and create structured and informed Local Resilience Teams (LRTs). LRTs are voluntary informal groups/partnerships of resilience experts/stakeholders within the RESILOC local communities, established by the project. Such groups/partnerships represent an essential link between the project consortium and local/pilot communities and guarantee a constant exchange and feedback from the involved communities. LRTs include, together with Consortium members, municipalities close to the pilot area with similar conditions and already in working relationship with RESILOC field trials and other communities that will be invited to check the used approaches. Thus, LRTs are envisaged as multipliers of project intervention – i.e. they bring RESILOC within communities, by promoting the ‘resilience’ culture within their communities. They are the secondary users of the RESILOC platform. They will facilitate and contribute to the communities’ involvement in the co-creation.

LRTs present the live connecting link between administrations (authorities) and society (citizens and functional communities). They constitute a vehicle for reducing the complexity inherent in end users’ identification and engagement at local level. They allow for a more complete collection of demands and data and, in return, support the adoption of the RESILOC platform by showing the value for the communities. This is why, even if LRTs are not considered pure users of RESILOC, are they fundamental empowering actors in RESILOC.

LRTs will be involved to provide locally acceptable practices to access and valorise local knowledge and use. The teams will be invited to contribute throughout the project (together with the project teams) to the validation of the results of each phase, to the approval of the field trials, and the final recommendations. In specific, LRTs are involved in the validation of the resilience indicators, their definitions and their relations, in a dedicated series of webinars and workshops, as part of task T3.1. LRTs will be involved in the approval of the field trials scenarios by participating in two meetings that will be organized for each pilot within task T5.2 Field Trial Design. The LRTs will also be involved in the validation exercise, being invited to give their contributions and suggestions for the project recommendations and the future adoption of RESILOC, as part of task T5.4 Field Trial Validation.

LRTs need to be involved in two-way communication for supporting the inclusion of local knowledge and first-hand experience in the definition of the resilience indicators and the best use of communication channels (data and information). They are highly relevant because of their role in influencing the attitudes of decision-makers about the adoption of approaches to resilience ad of the RESILOC platform.

LRTs have a key role in involving and engaging citizens in the field trials. This will be achieved via a dedicated website, different from the project official website that will be available to all pilots in the respective national language as well as via RESILOC social media and community consultation events. LRTs will select a number of dedicated channels and needed functionalities to be created according to the peculiarities of the targeted local



community. They will coordinate targeted ad-hoc campaigns, created and launched investing a dedicated budget allocated in the project. In addition, LRTs will establish local community consultation events to get into the loop valuable input from people with limited access to social media (e.g. older people or very basic instruction level).

Based on the approach analysed in the following section, LRT members will be active in the following areas:

- Communication and Community involvement – LRTs have an essential role in ensuring the link between the RESILOC project and the communities in pilot areas. To this end, working closely with local partners LRTs should be able to communicate efficiently to stakeholders in their communities, as well as to ensure the engagement of stakeholders and citizens in project activities, such as trials, local information campaigns, workshops for the validation of project outputs, etc.
- Emergency and Disaster Risk Reduction (DRR) Management – LRTs support project partners in the development of the RESILOC trials. To this end, LRTs members should have both capabilities and competences that allow them to support the RESILOC team in the design and implementation of the trials, such as technical expertise in emergency management, disaster and risk reduction management, etc. within this area of activity, LRTs will also ensure that their knowledge on the local context is taken in consideration within the organisation of the trials.
- Ethics and Inclusion – LRTs support local partners in ensuring the compliance with Ethics and Inclusion principles in the development of activities at local level (e.g. making sure all groups/instances in the community are reflected in the Community involvement plan, that RESILOC activities (especially communication) are developed in compliance with ethics, privacy and data protection regulation, etc.).
- Monitoring and evaluation - LRTs support as well as local partners in implementing Monitoring and evaluation activities, especially for what concerns the trials, but also for the overall monitoring framework of the project.

The role of LRTs and their individual members will vary among the five sites according to the specific conditions of each site, the available resources and the type of the trials that will be carried out in each site. It should be noted that there will be four field trials which will take place in Catania, West Achaia, Gorizia and Tetovo, while an exercise will be organised in Kamnik. A specific description for the role of each LRT can be found in the next sections 3.2, 3.3, 3.4, 3.5 and 3.6 about the LRT of Catania, West Achaia, Gorizia, Tetovo and Kamnik respectively.

3.1.2 Local Resilience Teams members selection - process and criteria

The formation of LRTs has been based on a structured approach proposed by ISIG, prescribing a method for the process and criteria for the selection of LRT members and the establishment of LRTs. The method of selection of candidates and the consequent establishment of the RESILOC Local Resilience Teams build upon the tool for Civil Participation in Decision-Making of the Council of Europe (ISIG/Council of Europe, 2017), which allows for the design and implementation of engagement strategies and action plans (i.e. of citizens, stakeholders, etc.) that are tailored-made on specific contexts (e.g. communities) and topics (e.g. resilience).

Based on this approach, LRTs members should have:



- capacities and knowledge on topics/fields related to resilience and disaster risk management,
- a deep knowledge of the local context they are active in (e.g. Gorizia, Tetovo, Catania, etc),
- a high interest/motivation to support RESILOC activities at local level (e.g. they are part of already existing mechanisms and /or organisations that are active at local level in the field of resilience, disaster management, etc.).

The main concept underlying the approach is that stakeholders need to be assessed against their relevance and interest within a specific community and on a specific topic.

Taking into account the objectives and the roles envisaged for the LRTs, the following relevant areas in which LRTs will be active have been identified and explained in the previous section:

- Communication and Community
- Emergency and DRR Management
- Ethics and Inclusion
- Monitoring and evaluation

Given the heterogeneity of the 'local communities' involved in RESILOC project, each local partner can indicate specific skills, both needed and available within their local community, which best correspond to the above-mentioned areas of activity at local level.

The adoption of the approach by the local communities has been facilitated through the LRT establishment guidelines and the LRT selection tool that have been distributed to corresponding partners (see Annex B & C). In specific, the LRT establishment guidelines are supported by an Excel-based tool that aims to 'record' the selection process of LRT members so to ensure both a shared standard in the practice as well as transparency of the overall process. The process for the identification, selection and establishment of the LRT is depicted in a method of six steps, which are summarised below (see Annex B for a detailed description):

- Step 1 – Identify LRT skills and competences
- Step 2 – Identify potential candidates
- Step 3 – Inform potential candidates about the possibility to join the RESILOC LRT
- Step 4 – Register the expressions of interest of the potential candidates
- Step 5 – Analyse/evaluate the potential candidates
- Step 6 – Official establishment of the LRTs

The exercise has been supported by a short online briefing-webinar provided by NKUA, ISIG and RAN and facilitated by the latter, which took place on April 30. The attendees were key contact persons from the five communities. The aim was to briefly inform community partners about the LRTs and the trials and how the LRTs would be established given the present deliverables as well as in view of the next steps to follow. There was follow-up communication via emails and calls with the community partners by NKUA and RAN, to provide additional help and guidance in the LRT formation tasks. The support to communities is intended to continue and be enhanced with further activities such as webinars until the establishment of the LRT has been concluded.



3.1.3 Local Resilience Teams formation - issues and expectations

The formation of the Local Resilience Teams is largely a challenging process involving several issues that need to be encountered and several expectations that need to be met. An open-ended questionnaire was distributed to the contact person of each LRT to collect their opinion regarding their experience to date with the formation of their LRT and in specific (a) the issues they had to deal with during the formation of the LRT and (b) their overall expectations. In the cases of Gorizia and Kamnik LRTs, the responses to the questionnaire were collected through a short interview with the respective contact person of each LRT that was arranged and conducted by RAN.

The responses from the five LRTs show that some issues and expectations can be common in all five sites while others may vary among sites. Although based on the same methodology across the five sites, the LRT formation is a context-specific process with different context-specific specificities, complexities and difficulties.

The issues dealt with regarding the formation of LRTs can be summarised in communication difficulties, raising awareness of resilience and LRT activities, identification and recruitment of suitable people for LRTs and lack of existing resources in terms of teams, skills and equipment. These are presented in detail below (C-Catania, WA-West Achaia, G-Gorizia, T-Tetovo, K-Kamnik):

- Communications (C)
- Language, communication with the others (WA)
- Informing the team about the project and make people feel relevant to the project scope (WA)
- Explaining the role of LRT members to local leaders to get their consent (this hasn't been done yet since the open issue of describing their role hasn't been achieved yet. (K)
- Awareness raising and capacity-building of the political and technical staff for the purpose of their engagement (direct or indirect) in the activities of the Local Resilience Team. (G)
- Awareness raising of the overall community/population on the topics of resilience and specifically LRT activities. (G)
- Difficulties understanding the clear role of local resilience team in the RESILOC project. (K)
- Getting suggestions from the local representative of potential members of the LRT was challenging without a clear question to ask. (K)
- Such a team hasn't formally existed before so it will need to be built from the scratch. (T)
- Identification of the members that are going to implement 'soft' resilience activities – mostly related to communication and awareness raising. (G)
- Finding the right persons and convince them to participate in a voluntarily basis (WA)
- An LRT has already been 'created' in one locality but members haven't been informed yet and won't be until the roles are more clearly described. (K)
- The locality does not have people with experience in civil protection activities and there is no office or any other administrative official body of CP structures in the village. (T)



- Skills adjustment (C)
- The equipment is crucial for the functioning of an LRT as a volunteer disaster response team / unit. As it is not envisaged in the projects budget, we reached unofficial agreement with the GD “Fire safety and protection of population” that once the LRT pass the basic trainings, they will receive some basic personal equipment. For machinery, they will rely as now on that provided by the local agriculture businesses and farmers. (T)

The expectations regarding the formation of LRTs can be summarised in sustainable benefits for resilience in local communities, communication about resilience and LRT activities, capacity building and cooperation. These are presented in detail below:

- For the locality to benefit from the political, technical and financial support for designing and implementing, periodically and in a sustainable way, Civil protection initiatives dedicated to strengthening overall resilience and promoting preparedness at local level. (G)
- To be able to integrate more social aspects (i.e. awareness raising community involvement, capacity-building among young people, etc.) into prevention and preparedness enhancing initiatives, than current frameworks enable. (G)
- To increase the resilience of the local community against hazards that normally happen in the area (WA)
- To receive clear instructions about what is expected of an LRT in the RESILOC project. This also needs to cover the role of individual members and include an estimation of the scale and time requirement for their engagement. (G)
- The volunteers who join the team will have to gain basic knowledge on CP, DRR, working with the population, awareness raising etc. Basic trainings on different topics are essential. Neither the RESILOC nor the village mayor has the budget for that. BRC will use any possible opportunity to ensure participation of ERT members in any training allowing their capacity building. (T)
- To increase expertise in methodologies for assessing resilience (WA)
- Understanding that LRT members are already very busy with coping the Covid-19 pandemic in their localities. (K)
- To work all together in order to achieve the maximum results for the community. (WA)
- Working in a group with a high level of professionalism and specialization. (C)
- Achievement of project objectives. Increase of local resilience. (C)
- Compliance with EU, national and local regulations. (C)

3.1.4 Ethics Considerations and Data Protection

This section provides an explanation regarding potential ethical issues and/or ethical considerations regarding this deliverable. The research for the deliverable was a desk design exercise therefore there weren't ethical issues related to that. The only item that required ethical considerations was the establishment of the selection criteria and selection process of LRT members. Here it is necessary, according to research integrity, that criteria are established following the European Code of Conduct for Research Integrity as well as the Charter of Fundamental Rights of the EU. The issue here is how diversity is guaranteed within LRT members. On the one hand we need to make sure that the teams are diverse and

include minorities etc, but on the other hand, we cannot just accept a member in the LRT because he/she is part of a minority, if he/she does not show the level of knowledge, skills and expertise required for the task. One of the ethical issues that need to be addressed adequately in the community involvement at large is attributed to gender balance. LRTs involve representatives from a community from both personal and professional perspective. Principally the Idea of Gender equality should be targeted where after men and women are equally represented in the LRTs but also in the other activities of community involvement (e.g. workshops interviews etc. Unbalances to either female or male dominated groups may occur due to restricted availabilities of participants. However, serious efforts to avoid such conditions need to be made.

3.2 City of Catania Local Resilience Team

The LRT formation has been defined by combining the strategies and actions of the RESILOC project with the territorial context and the network of voluntary associations, permanently coordinated by the Civil Protection of the Municipality of Catania. For the establishment of the LRT, we followed the guidelines for the establishment and selection of the LRTs attached to the LRT selection Tool.

3.2.1 Identification of Local Resilience Team Synthesis

The identification of LRT members took into account the single areas of activity to be implemented, the objectives assigned for each activity; the skills and competences necessary and useful for the RESILOC project. The identification of LRT members also considered the motivational propensity and the conscious civic responsibility linked to the execution of the functions assigned to each figure. The members constituting the LRT and their assignment by areas of activity and roles are indicated below (names and contact details have been omitted from this document):

Table 2: Local Resilience Team of the City of Catania

LRT Areas of Activity	Aim	Selected candidate
COMMUNICATION AND COMMUNITY INVOLVEMENT	To support local partners in maintaining close contact with the pilot area community.	A (Civil Protection)
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	To support local partners in the design and implementation of the trials.	B (Civil Protection)
ETHICS AND INCLUSION	To support local partners in complying with ethical requirements (set by national or EU legal framework) as well as to guarantee that project activities are inclusive of all social groups and instances	C (Civil Protection) D (Civil Protection)
MONITORING AND EVALUATION	To support local partners in performing the monitoring and evaluation of the project activities developed within the community.	E (Community Policies)



3.2.2 Local Resilience Team establishment process

The process of LRT establishment was carried out by selecting the professionals assigned to the Civil Protection Service of the Municipality of Catania and the Community Policies Department of the same Administration. The selection process was divided into several phases (see also Annex C, names and contact details have been omitted from the document):

- illustration of the project objectives, areas of activity and roles to be played;
- personal interview with each employee potentially interested;
- final evaluation.

The LRT's establishment took into account the laws and regulations in force in Italy for the Civil Protection. In the application of the laws and regulations, the selected members have the personal and organisational skills and operational capacities to manage the constant relationship with the voluntary associations that will be involved in the implementation of the interventions foreseen in the RESILOC project.

Municipality of Catania is currently in the process of hiring external professionals that will join the LRT and take part both to the communication/dissemination activities and to the trials validation/implementation activities.

3.3 West Achaia Local Resilience Team

This section presents the identification of the LRT synthesis for the Municipality of West Achaia (MWA), Greece, including the description of LRT members, their profiles, their role in the project and the rationale for their selection.

3.3.1 Identification of Local Resilience Team Synthesis

Contrary to some other countries and cities, in Greece and, in particular, in the MWA there is no team established in the community with the responsibilities and role of the Local Resilience Team as it is considered in the RESILOC project. Hence, no role has been foreseen for such a team so far in the community. As a result, the MWA had to establish such a team from scratch considering all the potential options for its role and the synthesis of the LRT.

Regarding the role of the LRT, such a team could not have a formal role and responsibility during disaster and risk management since its existence is not formally foreseen by the official procedures. However, such a team could surely play an important role in the engagement of the community users to RESILOC activities, for the provision of valuable feedback and for supporting potential field trials in the future.

The strategy followed by the Municipality for the selection of the appropriate members that will compose the LRT of the MWA was based on a combination of (i) expertise related to resilience against hazards that the persons should have, (ii) personal skills, and (iii) personal interest as the LRT will operate in a voluntary basis. It was also considered that participating entities and people involved should also have a previous experience in disaster risk management as well as a good competency in relevant activities that will be asked to provide feedback during the project lifetime (e.g., experience in field trials, participation in the organization of table top exercises).

The goal for the identification of the LRT synthesis was to select people that will be motivated to participate actively in the project activities with increased engagement to follow the



progress of the project. Also, the MWA aimed to collect profiles that would be complementary to each other to cover all the required competencies.

Finally, the MWA decided to have a group of six persons consisting of the primary members of the LRT and a group of additional six people that will constitute the secondary members of the LRT for the Municipality. The main role of the secondary members will be to replace any members of the core/primary group whenever this is needed.

The persons that were selected to compose the MWA LRT are presented in Table 3. Information about LRT members includes the organization they come from and their role, while their names and contact details have been omitted from this document. This is the result of the process described in the following section.



Table 3: Local Resilience Team of Municipality of West Achaia

#	Name	Organization	Role
1	A	Civil Protection - Municipality of West Achaia	Civil Protection Local Municipality of West Achaia
2	B	Greek Fire Brigades	Fire Services in Industrial Area Fire Major
3	C	Greek Fire Brigades	Fire Services in Industrial Area Fire Lieutenant
4	D	Municipality of West Achaia	Liaison between LRT and the Project
5	E	Local Hospital - First Responder	Local Hospital Responder Municipality of West Achaia
6	F	Citizen	Neighbourhood contact
7	G	Citizen	Neighbourhood contact
8	H	Citizen	Neighbourhood contact
9	I	Citizen	Neighbourhood contact
10	J	Citizen	Neighbourhood contact
11	K	Citizen	Neighbourhood contact
12	L	Citizen	Neighbourhood contact

3.3.2 Local Resilience Team establishment process

The MWA LRT establishment has followed the proposed RESILOC process for LRT establishment. According to the RESILOC LRT establishment guidelines and LRT selection toolkit, the following steps have been followed (see also Annex C):

STEP 1 – IDENTIFY LRT SKILLS AND COMPETENCES

As a first step, the skills and competencies for the synthesis of the Local Resilience Team in the MWA were based on four factors:

1. Relevance of the member with the project scope.
2. Availability to participate in the project activities.
3. Complementarity.
4. Expertise and previous experience.

STEP 2 – IDENTIFY POTENTIAL CANDIDATES

As a second step of the establishment process, the local municipality got in contact with all the local authorities that were relevant to the project scope. This list included authorities such as Fire Brigades, Local Civil Protection, Emergency Services, First Responders, Law Enforcement Agencies and Volunteer organisations. The goal was to identify the right



persons that would cover the expected skills based on the above factors and at the same time would be complementary to each other.

STEP 3 – INFORM POTENTIAL CANDIDATES ABOUT THE POSSIBILITY TO JOIN THE RESILOC LRT

The local authorities were informed about the project scope, activities and time plan. Then, they were asked to provide a pool of potential persons that could participate in the RESILOC LRT voluntarily according to the previous four criteria. The MWA collected the names and the profiles of potential members for further consideration. The potential candidates were contacted by the MWA representatives and were informed about the project scope and goals either via phone or in person. Their role and the expected outcomes were also thoroughly explained as well as the expected value that will be created for the community by the project.

STEP 4 – REGISTER THE EXPRESSIONS OF INTEREST OF THE POTENTIAL CANDIDATES

The availability of several persons was investigated to ensure that the LRT members would have an active role in the RESILOC activities. The profiles of twenty-four persons in total were selected at this phase. The profiles were investigated and ranked based on the above four criteria.

STEP 5 – ANALYSE/EVALUATE THE POTENTIAL CANDIDATES

In the next phase, the MWA chose the most proficient profiles to compose the LRT. The MWA got in contact with the selected members to validate their availability and willingness to participate. In two cases, the Municipality had to discard the profiles since the availability of the persons has changed or cannot be guaranteed.

STEP 6 – OFFICIAL ESTABLISHMENT OF THE LRTS

As a last step of the establishment process, MWA has selected twelve persons with the following roles.

- At least one representative from each local community-neighbourhood within the municipality (7 in total)
- Fire Brigades Service (2)
- Civil Protection Local officer (1)
- Local Hospital First Responder (1)
- A liaison between LRT and the project management of MWA (1)

3.4 Municipality of Gorizia Local Resilience Team

This section describes the formation of the LRT in the Municipality of Gorizia.

3.4.1 Identification of Local Resilience Team Synthesis

At the moment of writing the Municipality of Gorizia (CGO) has recently finalised the formal adhesion process to the RESILOC consortium, thus the establishment of the Gorizia LRT must be considered still at an initial stage. However, the preparation work carried-out during the months prior to the formalisation of the entry in the partnership by the CGO in collaboration with its Project Facilitator – PF (i.e. ISIG) allowed for an efficient planning for the initial phase of the LRT establishment.

The following paragraphs aim to provide a consolidated overview of the results of the co-design process, described in section 3.4.2, in terms of:



- Mapping current needs vis-à-vis strengthening resilience in the local community
- Depicting the overall expectations related to the LRT for Gorizia community and identifying the vision and its main objectives
- Depicting the Gorizia LRT role and functioning rationale
- Mapping the local know-how and resources needed in order to achieve set objectives
- Identifying the first members of the LRT
- Setting a clear path for the next steps in terms of LRT establishment (i.e. enlargement) and activities.

3.4.1.1 Mapping needs for strengthening resilience in Gorizia community

The exchanges that led to the identification of needs, setting the expectations for the LRT engagement/activation in the community of Gorizia have been carried out during the COVID-19 pandemics. The emergency situation and the lessons learned have strongly influenced the brainstorming around resilience in general and LRT role and potentialities in particular.

The following points represent the synthesis of the discussions held during the structured brainstorming sessions between CGO and ISIG:

- A fundamental feature of ‘improving resilience’ may be considered strengthening the capacity to design/project and set a vision at local level. This ability is key in supporting a community to move forward, to change, to create, thus, to be resilient. Within this perspective, the Municipality of Gorizia intends to stimulate such capacities in the framework of RESILOC project; in fact, in the framework of the Local Resilience Team (LRT), a figure/role will be identified that will be tasked with the coordination of local projects and initiatives able to broker and/or better consolidate (at local level) the European guidelines and standards on resilience.
- Another key aspect of ‘improving/strengthening’ resilience is considered to be the involvement of the citizens in resilience-strengthening practices, both as a recipient of communication and information from the responsible actors/authorities (e.g. awareness raising campaigns) but mainly as an active actor in promoting resilience and communicating ‘risks’ (i.e. the citizen, according to the Italian Civil Protection law, has the duty to get informed). Moreover, citizens (or better yet, selected stakeholders at civil society level) should be included in the design of strategies for improving resilience and raising awareness at local level. Among the priority targets within Gorizia community in terms of engagement, younger generations are one of the most relevant. Fostering and improving/strengthening resilience is highly linked with raising awareness across the local community, among all citizens but especially among young people. Educating/informing and raising awareness at community level are key for ‘improving resilience’. Within RESILOC the Municipality aims to strengthen participation of young people by capitalising on the local youth laboratory for European project making (i.e. Let's Go! Europe – see paragraph in 3.4.1.4.1 below for further details) – by involving its members in the LRT.
- Moreover, the recent COVID-19 emergency highlighted the importance of active volunteers’ local networks and civil society in general – although not necessarily operational in terms of crisis management, they had a crucial role to create the conditions for resilience. Actors such as schools, associations, volunteering groups



demonstrated their essential part in supporting the ‘official’ emergency management mechanism, for instance by providing online support in promoting sports and active life (i.e. of crucial importance for families and citizens given the circumstance), or in their work with vulnerable people, guaranteeing psychological support. When design strategies for improving resilience at local level, the system of civil society should be taken into consideration as a whole as it represents the natural context where resilience skills are strengthened. In this perspective, the Gorizia LRT is expected to represent a tool/a platform able to capitalise on and structure further the informal support networks at civil society level that were activated during the COVID-19 emergency.

3.4.1.2 Gorizia LRT Vision – expectations and objectives

Given the above illustrated needs and overall context of the community of Gorizia, as well as the overall RESILOC objectives, the Gorizia LRT sets two main objectives, as follows:

- OBJECTIVE 1 – support the Municipality of Gorizia in the activities of community involvement, and specifically:
 - Contribute to raising awareness among the local population on the topic of resilience, with a specific focus on young people;
 - Contribute to increasing the ability to plan on resilience issues at the local level;
 - Support project activities aimed at increasing understanding of resilience (e.g. scientific analysis and divulgation of scientific work on the topic of resilience).
- OBJECTIVE 2 – support the Municipality of Gorizia in the preparation and implementation of the project trial.

Overall expectations for the LRT are mostly linked with the idea of strengthening and integrating social aspects (i.e. awareness raising community involvement, capacity-building among young people, etc.) in prevention and preparedness enhancing initiatives foreseen by frameworks currently in place.

3.4.1.3 Gorizia LRT – Role and functioning rationale

In order to achieve the set objectives, two main core groups/typologies of actors have been identified, as follows:

- ‘SOCIAL-ISSUES’ EXPERTS
 - actors supporting the community involvement activities;
 - in terms of areas of activity of LRT according to the ‘Guidelines’ and Selection Matrix – such actors are going to be selected under: Area 1 – Communication and community involvement;
 - in terms of phases of involvement, the group is going to be active throughout the lifespan of project activities.
- TECHNICAL EXPERTS
 - actors supporting the preparation and implementation of the project trial;
 - in terms of areas of activity of LRT according to the ‘Guidelines’ and Selection Matrix – such actors are going to be selected under: Area 2 – Emergency management and DRR, Area 3 – Ethics and Inclusion, Area 4 – Monitoring and evaluation;



- in terms of phases of involvement, the group is going to be primarily involved in activities concerning the trials preparation, organisation and follow-up.

The coordination of the above-mentioned groups/typologies of members is going to be ensured by the CGO project team in strict collaboration with ISIG and the Let's Go Europe! platform (see paragraph on Let's Go Europe! in 3.4.1.4.1 for details).

It is envisaged that the LRT will function in a tow-tiers approach: a core group of members, active throughout the entire lifespan of the project and multipliers aimed at ensuring the outreach of community involvement activities.

The functioning structure of the LRT is going to be drafted and presented in the Gorizia LRT Statute - currently in preparation.

3.4.1.4 Mapping of Know-how and Resources

The brainstorming exercises focused on the mapping and identification of knowhow (i.e. knowledge, skills and capacities) needed so to ensure the maximum efficiency of the future LRT as well as on the mapping and identification of the available resources at local, provincial and regional level upon which the Municipality intends to capitalise.

In doing so, a particular focus was given to integration of the cross-border dimension, in the sense that Gorizia LRT will develop its activities (i.e. especially for what concerns the Community involvement) within a cross-border perspective, trying to reach the bordering Slovenian communities of Nova Gorica and Sempeter Vrtojba.

The initial brainstorming exercise was performed according to 'Guidelines for establishment of LRT' (see Annex B), thus, in a first phase discussions were held based on the Skills Matrix (i.e. provided within the LRT Selection Tool) for each of the relevant area of activity of the LRTs, while in a second phase a preliminary identification of potential resources (i.e. LRT candidates) has been performed.

The following paragraphs illustrate the results of the brainstorming and decisions under each area of activity of the LRT.

3.4.1.4.1 Area 1 - Communication and Community involvement

In order to ensure that the LRT will establish sustainable links with the local community and that it will support the Municipality in the engagement of main stakeholders and of the community as a whole within the RESILOC related activities, the following know-how (i.e. knowledge, skills and capacities) has been identified as relevant:

- Capacity to communicate at CBC level (i.e. Slovenian language skills, networking with CBC associations, etc.);
- Capacity to interact with main media actors at local and regional level (e.g. local and regional newspapers, TV, radio, etc.);
- Capacity to organise and facilitate online events;
- Facilitation skills (e.g. workshops, webinars, etc.);
- Knowledge of local context in terms of 'communication culture';
- Public speaking skills (e.g. public events, awareness raising seminars/webinars);
- Social media communication skills;
- Writing skills (i.e. drafting press-releases, articles, briefings and reports).

The discussions identified the following highly relevant resources at local level upon which the Municipality of Gorizia intends to capitalise upon:



- **Let's GO Europe!**² – (Gorizia LRT confirmed stakeholder) it is a platform dedicated to youth and young professionals born from the collaboration between the Municipality of Gorizia - Department of Youth Policies and the Institute of International Sociology of Gorizia in 2014. The goal of this platform is to offer youngsters' capacity-building and work opportunities, through the development of skills and capacities in fields such as EU project management, citizens engagement and participatory processes, communication. The members of Let's GO Europe! are supported by experts in deepening their knowledge and acquiring new skills from a learning-by-doing approach. In fact, over the past 6 years, participating youngster had the chance to explore EU programmes and opportunities, by being active parts in project management and implementation activities, on different topics and developed under different sources of financing, such as local, national and EU. Let's GO Europe! platform is a capillary and highly versatile reality across the local territory, supporting the Municipality in several communication and citizens engagement activities, such as: support in the realisation of participatory processes, organisation of big events, etc. In the light of the RESILOC LRT, the Municipality intends to establish a resilience dedicated group within the platform, which will follow closely the RESILOC activities at local level. The ultimate goal of such choice is that of ensuring the sustainability of the LRT beyond the project lifespan so to allow: first, for a continuity in terms of community involvement on resilience topics, and second, so to allow for a continuity in the awareness-raising process on resilience topics, thus contributing to the consolidation of the 'resilience culture' of the Gorizia community;
- **Punto Giovani**³ – (Gorizia LRT confirmed stakeholder) it is a local association that operates as an agency of the Youth Policies department of the Municipality of Gorizia. Punto Giovani is one of the most solid links with the youth at local level and it is active in several local, regional and cross-border networks of Civil Society Organisations. It organises activities targeted to youth such as: capacity building on different topics, awareness raising campaigns and events, establishes links between young people and the labour market, etc. Moreover, Punto Giovani coordinates, since 2014, the Committee of the Youth and Volunteering Associations of Gorizia. Within this perspective, Punto Giovani is considered as a highly relevant actor for the purpose of Gorizia LRT and future community involvement activities. Punto Giovani will represent the contact as well with local schools.
- **Cultural and sports associations** – especially given their proven role of support during the COVID-19 emergency. Identification of relevant associations to be invited in the LRT is undergoing at the moment of writing.
- **Universities and student associations** – Gorizia hosts the branches of two regional universities (i.e. University of Trieste and University of Udine). The involvement is intended as a support in communication and outreach activities. At the moment of writing, preliminary contacts have been established with 2 student associations and as well with 2 university departments.

² <http://www3.comune.gorizia.it/it/let's-go-europe>

³ <http://puntogiovanigo.altervista.org/info/>



3.4.1.4.2 Area 2 - Emergency and DRR Management

In order to ensure that the LRT will support the Municipality in the design and implementation of the trial-related activities, the following know-how has been identified:

- Capacity to coordinate with relevant actors and agencies at local level;
- Experience with management of First Response and Emergency situation at local and cross-border level;
- Technical skills and capacities related to the design and implementation of actions related to emergency management.

The discussions identified the following highly relevant resources at local level upon which the Municipality of Gorizia intends to capitalise:

- **Civil Protection Municipal Service⁴** – (Gorizia LRT confirmed stakeholder) The Municipal Civil Protection Service is the local expression of the intersectoral and interinstitutional concept of Italian Civil Protection. The Service goes beyond the boundaries of the "Sectors" of the Administration so to adequately carry out its function. The service involves the entire organisational structure of the Municipal Administration, as well as institutions, bodies and organisations present in the municipal area, private structures and citizens. According to the Legislative Decree no. 1 of 2 January 2018, the service includes the different activities of forecasting, prevention, preparation, management and overcoming of the emergency, that are provided through the entire municipal structure;
- **COC – Centro Operativo Comunale/Operational Municipal Centre⁵** - (Gorizia LRT confirmed stakeholder) it represents the operational structure of the municipality in which civil protection activities are organised. The COC serves the purpose of the implementation of the Municipal Civil Protection Plan, and it is established with a formal provision indicating the location, the tools and means made available by the Municipality, the procedures for using the volunteers, as well as the methods of financing the activity and strengthening the supply of equipment and means. The organisational structure of the C.O.C is hierarchical: Mayor, with general coordination tasks (Law 225/1992 - Art. 15) followed by the heads of the support Functions who report to the mayor and coordinate the activities and employees relating to the functions themselves.

The support functions are aimed at organising and carrying out the activities necessary to address the criticalities that arise during the disasters and emergency situations. The support functions are covered by staff within the municipality (i.e. senior administrative staff, directors of services, etc.) – each function is allocated at least 2 persons in time of emergency so to ensure the continuity of the function and envisaged activities.

Gorizia COC is organised in 14 Functions, as follows:

- i) 3 Functions pertaining to the Mayor – Assistance to communication, Responsible for Emergency management and overall coordination of the COC, Administrative and juridical assistance.

⁴ <http://www3.comune.gorizia.it/it/protezione-civile-0>

⁵ https://www1.interno.gov.it/mininterno/export/sites/default/it/sezioni/sala_stampa/speciali/Protezione_Civile/che_cosa_i_centri_operativi.html



- ii) 10 Functions of support:
 - a. F1 – Technical Planning
 - b. F2 – Healthcare, Social and Veterinary assistance
 - c. F4 – Volunteering
 - d. F5 – Resources and means
 - e. F6 – Transports and Roads
 - f. F7 – Telecommunication in emergency
 - g. F8 – Essential services and schools
 - h. F9 – Damages
 - i. F10 – Assistance to the population
 - j. F11 – Cross-border cooperation

For the purpose of the LRT the COC is going to be represented by the Civil protection Coordinator (see paragraph 3.4.1.5 on selection of members) who will engage, based on the task at hand concerning the preparation and organisation of the RESILOC trial, the relevant Functions representatives.

- **Civil Protection Volunteering Groups** - (Gorizia LRT confirmed stakeholder) local/provincial/regional level, such as the local Civil Protection volunteering group, Italian Red Cross – Gorizia branch, etc.

3.4.1.4.3 Area 3 - Ethics and Inclusion

In order to ensure that the LRT will support the Municipality in guaranteeing the compliance with Ethics and Inclusion principles in the development of activities at local level (e.g. making sure all groups/instances in community are reflected in the Community involvement plan and that RESILOC communication activities are developed in compliance with ethics, privacy and data protection regulation) the following know-how has been identified as highly relevant:

- Knowledge of Ethical and legal frameworks at local/regional/national and EU level - with particular reference to the design and implementation of the trials;
- Knowledge on social inclusion and diversity policy and legal frameworks.

The discussions identified the following highly relevant resources at local level upon which the Municipality of Gorizia intends to capitalise – specific contacts are in the process of being identified at the moment of writing:

- **Legal expert** of the Municipality of Gorizia;
- **Volunteering Association** - minorities' rights;
- **Civil Society Organisations** - representing different categories of local community.

3.4.1.4.4 Area 4 - Monitoring and evaluation

In order to ensure that the LRT will support the Municipality in implementing Monitoring and evaluation activities, for what concerns the trials and the overall monitoring framework of the project, the following know-how has been identified as highly relevant:

- Project management skills;
- Social research background;
- Writing skills - report drafting.

The discussions identified the following highly relevant resources at local level upon which the Municipality of Gorizia intends to capitalise:

- **Let's GO Europe!** platform - (Gorizia LRT confirmed stakeholder);



- **Student Associations** - University of Udine, University of Trieste – preliminary contact established.

3.4.1.5 Step 2 - LRT Members- selection and engagement

At the moment of writing, the selection process is still undergoing (i.e. it is expected that the formal establishment of the LRT will be concluded by the end of the year).

However, the first group of members (i.e. organisations and their representatives) have been identified and reported in the Selection Matrix (see also Annex C), as follows:

- Let's Go Europe! – Coordinator on behalf of CGO – AA – project manager
- Punto Giovani – Coordinator on behalf of CGO – BB – Youth policy referent, project officer, Appointed contact within the organization: CC
- Cultural and sports associations – Coordinator on behalf of the CGO – DD – Sports policy referent, communication project officer
- Municipal Statistical office – Coordinator and appointed contact: EE – technical staff
- Civil Protection Service and its local Volunteering Group – Coordinator on behalf of CGO – FF, head of service
- Italian Red Cross – branch of Gorizia – appointed contact: President, GG.

Moreover, preliminary contacts have been established with local university students' associations and school students' associations (i.e. Consulta provinciale degli studenti - Provincial Schools Student Committee) which expressed their preliminary interest.

In addition, further steps are envisaged for the enlargement of the Gorizia LRT in the following period, which are described in the next section.

3.4.2 Local Resilience Team establishment process

The preparatory work for the establishment of the Gorizia LRT may be considered as a co-design process, in which different instances of project end-users representing the Municipality of Gorizia (i.e. decision/policymaker, technical/administrative, practitioner) have contributed to depict:

- the baseline at local level in terms of needs for strengthening resilience
- the expectations regarding the LRT role and involvement in the RESILOC activities in the community of Gorizia, thus shaping
- the vision and the mission of the LRT.

The co-design process consisted in 7 operational meetings⁶ between CGO and ISIG, in which structured brainstorming and debates were conducted, as follows:

The following paragraph reports on the meetings held as part of the co-design process:

- **May 2020** – 2 meetings were organised via Webex platform on 7th and 14th of May 2020

⁶ Physical meetings have been recorded in terms of Attendance sheets and photo material. All meetings have been recorded on ISIG and RESILOC socials. The meetings did not involve external parties to the project Consortium – i.e. all participants to the meetings and brainstorming sessions are part of RESILOC organisations and are assigned to the project under different capacities.



- **Participants:** The brainstorming was facilitated by ISIG researchers. On behalf of the Municipality of Gorizia the following representatives participated: Deputy Mayor, 2 project officers, 1 Councillor, 1 Director of service.
- **Objective:** The meetings allowed for a first transfer of knowledge on LRTs role in the project and first brainstorming sessions around the local resources and know-how that could be engaged. Moreover, in this phase a very preliminary identification of future members of the LRT has been performed (i.e. based on the methodology and guidelines for the establishment of the LRT provided by the WP coordinator – see Annex B, Annex C)
- **29th of July 2020** – a meeting was organised at ISIG premises
 - **Participants:** ISIG researchers and CGO representatives: 1 Director of service, 2 project officers, 1 Civil Protection service coordinator.
 - **Objective:** The meeting was focused on mapping local needs for what concerns strengthening resilience in Gorizia community and initiate the brainstorming around the expectations and related objectives for the Gorizia LRT.
- **9th of September 2020** - a meeting was organised at ISIG premises
 - **Participants:** ISIG researchers and CGO representatives: Deputy Mayor, 1 Director of service, 2 project officers, 1 Civil Protection service coordinator.
 - **Objective:** The meeting had a twofold objective: i) to complete the mapping of needs and resources, ii) to officially welcome the CGO in the RESILOC consortium – hybrid meeting with project coordinator.
- **29th of September 2020** - a meeting was organised at ISIG premises
 - **Participants:** ISIG researchers and CGO representatives: Deputy Mayor, 3 project officers, 1 Councillor, 1 representative of the Civil Protection service.
 - **Objective:** The meeting aimed to refine the scope of the LRT as well as further enriching the map of potential members.
- **13th of October 2020** – a meeting was organised at Civil Protection service premises
 - **Participants:** ISIG researchers and CGO representatives: 1 Director of service, 2 project officers, 1 Civil Protection service coordinator.
 - **Objective:** The meeting was aimed at: i) further discussing the answers provided to the ‘Trial Scoping questionnaire’ distributed within the framework of WP5, as well as finalising the design of the Gorizia LRT establishment and functioning process, agreeing on the first informal contacts with future members outside of the CGO.
- **20th October 2020** – a meeting was organised via Webex platform
 - **Participants:** ISIG researchers and CGO representatives: 1 Director of service, 2 project officers, 1 Civil Protection service coordinator.
 - **Objective:** The meeting aimed to provide an update on the adhesion of the first round of LRT members as well as setting the next steps for the finalisation of the establishment process by the end of 2020.

In addition, for the enlargement of the Gorizia LRT, in accordance with the proposed ‘Guidelines for the Establishment of the LRT’ the following steps are envisaged for the following period:



- **Direct invitation to further identified potential members** – all identified actors organisations and institutions will receive an invitation letter from the Municipality in which: 1. The RESILOC project and the LRT will be presented and 2. A request to join the Gorizia LRT will be conveyed. Furthermore, for what concerns the involvement of the Let's GO Europe! platform, it is envisaged that a dedicated Call for applications for the new 'resilience dedicated group' will be organised, so to enrich and refresh the pool of existing members. Such call will be directed to the young residents in Gorizia (and possibly in Nova Gorica) and will require a CV and a motivation letter that will be the base for assessing the Relevance criteria for the Gorizia LRT.
- **Organisation of a local webinar by means of the Webex platform (foreseen for November 2020)** – in which the RESILOC project and LRTs role will be presented to the candidates – with the scope of raising their interest in joining the LRT. The webinar will be promoted also by the Invitation letter itself and will be organised during the week in which the letter will be sent.
- **Establishing a Registration form on the SurveyMonkey platform**, by means of which candidates express their willingness to join the LRT. The registrations will remain open for one week after the organisation of the webinar.
- **Evaluation of further potential candidates** – based on the expressions of interest gathered via the SurveyMonkey platform, the assessment will be performed according to the LRT Selection Tool in a joint session attended by ISIG researchers and representatives of the Municipality of Gorizia.

The activities for the finalisation of the establishment process of the LRT, currently undergoing, are:

- **Elaboration of the LRT 'Statute'** – a document highlighting the functioning principle of the LRT, roles, duties, the calendar of activities, etc.;
- **Elaboration of the visual identity of the LRT Gorizia** – in compliance with the overall RESILOC visual identity, so to allow for a better visibility of the LRT in the Community involvement activities and ultimately to raise awareness at local level on the RESILOC and overall resilience related topics;
- **Establishment and/or acquiring of working tools for the LRT such as:** LRT mailing list, LRT collaborative tools allowing for planning of activities (e.g. Asana project management tool; an online repository such as Google drive, etc.), establishing an official contact point of the LRT (e.g. email address, Facebook page, etc.)
- **Organisation of an official launching event**, consisting with:
 - Public presentation/ Press conference – so to present Gorizia LRT to the general public;
 - Operational meeting - organisation of webinar/workshop with identified members in which foreseen process, tools and calendar of activities will be presented to the team.



3.5 Tetovo, Ruse Municipality Local Resilience Team

This section describes the formation of the LRT in Tetovo, rural settlement, Ruse Municipality.

3.5.1 Identification of Local Resilience Team Synthesis

This section presents the identification of LRT synthesis of Ruse Municipality, Tetovo, Bulgaria, including the description of LRT members and their role in the project and the rationale for their selection.

Given the fact that the closed people who have capacities and knowledge on topics/fields related to resilience and disaster risk management are members/officials of organisations part of the Unified Rescue System (ESS) are located in Ruse -31 km. away from Tetovo, it is impossible to consider them as part of the targeted community of the village of Tetovo. For this reason, our LRT selection criteria shall be modified as follows:

LRT members, should:

- have practical experience in working in crises or emergencies OR have professional experience or background and skills in activities that could be essential in crises response or resilience building;
- have a deep knowledge of the local context, they are active in;
- have a high interest/motivation to support RESILOC activities at local level AND to become volunteers in the future Community volunteer disaster response team;
- be any able-bodied individual who has reached the age of 18, is clinically healthy, does not suffer from a mental illness. A person reached the age of 16 and under the age of 18 may be trained and be part of LRT as a volunteer without performing specific tasks for the prevention or management of disasters, fires and emergencies and the elimination of their consequences.

For the successful team composition there should be identified volunteers with the following groups of skills and competences:

- **Volunteer/s with profile Communication and Community involvement** – they have an essential role in ensuring the link between the RESILOC project and the community. They have to work closely with local partners and should be able to communicate efficiently to stakeholders in their communities, as well as to ensure the engagement of stakeholders and citizens in project activities, such as trials, local information campaigns, workshops for validation of project outputs, etc.
- Personal skills:
 1. Respected in the community
 2. Good public speaking skills in front of large groups - previous experience in public speaking, regardless of the type of event (cultural, sports, political, etc.)
 3. Social activity - an active person with a good history of participation in local events, regardless of type, active participation in local groups and organizations
 4. Online communication skills, minimum - basic skills for using social media
 5. Computer skills (at least basic skills)
- Organizational competencies:



1. Leadership skills - good history of an organizer and / or one of the organizers of public events in the community, regardless of the type (cultural, sports, political, other)
 2. Organizational skills - proven skills in managing other people. Professional or civic experience as a leader of formal or informal structures
 3. Analytical skills
- **Volunteer/s with profile Emergency and DRR Management** – they are expected to support project partners in the development of the RESILOC trials. To this end, LRTs members should have both capabilities and competences that allow them to support the RESILOC team in the design and implementation of the trials, such as technical experience in emergency management, they will also ensure that their knowledge on the local context is taken in consideration within the organisation of the trials.
- Personal skills:
 1. Knowledge of the disaster response system
 2. Knowledge and / or skills in any of the specific areas of disaster management: fires, floods, epidemics, CBRN, medical care, risk management, others
 3. Knowledge / Understanding of vulnerabilities and risks in the community
 4. Analytical skills
 5. Technical capabilities for maintenance and management of equipment, maintenance and restoration of buildings and facilities.
 - Organizational competencies:
 1. In-depth knowledge or previous experience in any of the units who usually take part in local disaster response, e.g.: rescue services, crisis management headquarters, military units, utility services, voluntary formations, or other types of formations that practically provide/provided assistance in emergencies
 2. Knowledge, skills or practical experience in risk assessment
 - **Volunteer/s with profile Ethics and Inclusion** – they should support local partners in ensuring the compliance with Ethics and Inclusion principles in the development of activities at local level (e.g. making sure all groups/instances in the community are reflected in the Community involvement plan, that RESILOC activities (especially communication) are developed in compliance with ethics, privacy and data protection regulation, etc.).

Ethics and inclusion are horizontal criteria, no need for special technical skills but instead, a horizontal criterion can be applied to the whole team composition - representation of existing gender, age, religious, ethnic groups in the team. Preferred candidates to lead in this section may have previous experience in professional or civic activism, related to cultural exchange, inclusion, non-violence, human rights (including personal data protection), etc. Red volunteers well match this profile.

- Personal skills:
 1. Respected in the community
 2. Social activity - an active person with a good history of participation in local events, regardless of type, active participation in local groups and organizations
 3. Computer skills (at least basic skills)
 4. Previous experience on the topic will be an asset



- Organizational competencies:
 1. Leadership skills - good history of an organizer and / or one of the organizers of public events in the community, regardless of the type (cultural, sports, political, other)
 2. Organizational skills - proven skills in managing other people. Professional or civic experience as a leader of formal or informal structures
 3. Analytical skills
- **Volunteer/s with profile Monitoring and evaluation** – they should support as well local partners in implementing Monitoring and evaluation activities, especially for what concerns the trials, but also for the overall monitoring framework of the project.
- Personal skills:
 1. Experience or qualification in previous activity related to monitoring and evaluation, projects or other initiatives
 2. Skills for working with data / statistical, other, quantitative and qualitative indicators, summarizing and analysing
 3. Ability to track processes
 4. Skills or expertise in collecting data, including secondary data (official sources of different types) and primary data (eg. approaching people, conducting interviews)
- Organizational competencies:
 1. Organizational skills - proven skills in managing other people. Professional or civic experience as a leader of formal or informal teams
 2. Analytical skills

The selection of LRT members was made has reaching the desired number of 22 people. This number is based on experience that in crises situation about the 50% of the volunteers are ready to respond at once if mobilization is needed. The team with less than 10-12 members is proved as ineffective in response operation of any kind.

There are not nor will be any discrimination criteria for selection of volunteers except mentioned above one regarding skills, competencies, minimal age and health status.

3.5.2 Local Resilience Team establishment process

This section describes the LRT establishment process in Tetovo (see also Annex C, names and contact details have been omitted from the document).

The LRT will be established in following steps:

- Preparation /initial introduction to the community.

Introducing the project goals and the purpose of the LRT to the mayor's office in Tetovo and to the formal and informal leaders of the community. Identification of existing experience and traditions in the community.

- Identification of skills and competences desired for LRT volunteers.

Based on initial analyses on potential risks and previous disasters in the Tetovo community, together with the management of the mayor's office, a desirable profile of LRT and its composition was created. Following the specific categories (Areas of activity of the LRT) shown in the Guidance, some additional and concrete requirements reflecting the situation in community of Tetovo, were added to the initial ones.



- Identification of potential candidates – physical persons

Following the formulated requirements for the potential candidate members of LRT and with the knowledge of local active members of the community a short list of potential candidate members of LRT was created. The LRT Selection Tool has been used to visualize and facilitate that process.

- Information of potential candidates about the possibility to join LRT

All potential candidates were personally invited to join future LRT, in the same time they were provided with basic information about the RESILOC project, the role and aim of the LRT.

- Register the expression of interests of the potential candidates
- Evaluate the potential candidates

All the potential candidates were evaluated in accordance to formulated requirements, possible role in future LRT and personal skills. On first stage, all 10 candidates were approved as eligible to be members of LRT.

- Formal establishment of the LRT

The formal establishment of the LRT will be complete, after election of its team leader among all team members and his/her approval by the Mayor of the village of Tetovo, and after the basic duties are distributed among members of the team.

➤ Provision of trainings to the members of LRT – basic / introductory trainings and trainings for “other operations related to protection” e.g. DRR, community based communication, volunteer management. Trainings will be provided by the BRC and by the MoI / Ruse Directorate for Fire Security and Civil protection.

The trainings executed with the members of LRT:

- Theoretical and practical training of volunteers to response to floods and follow-up crises - 6 participants, 3 day training provided by trainers from GD Fire safety and protection of population, MoI
- Official establishment of the LRT – tbd

3.6 Kamnik Local Resilience Team

This section describes the formation of the LRT in Kamnik. It starts with an introduction and description of the current status followed by the identification of the LRT synthesis and the description of the LRT establishment process.

SYSTEM OF PROTECTION AGAINST NATURAL AND OTHER DISASTERS IN THE REPUBLIC OF SLOVENIA

The system of protection against natural and other disasters includes the protection of people, animals, property, cultural heritage and the environment against natural and other disasters, with a view of reducing the number of disasters and preventing or reducing the number of casualties and other consequences of such disasters. This comprehensive system is organised by the state, municipalities and other local communities. It comprises the programming, planning, organization, implementation, supervision, financing of measures and activities for the protection against natural and other disasters.

Protection against natural and other disasters is the responsibility of:

- Inhabitants of the Republic of Slovenia as individuals,



- Inhabitants organized voluntarily in societies, professional associations and other non-governmental organizations involved in activities relevant to the protection against natural and other disasters,
- Public emergency services,
- Commercial companies, institutes and other organizations,
- Local communities and
- State.

Protection against natural and other disasters is a unified **subsystem of the national security system** orchestrated with and linked to other national security subsystems at the level of local communities, regions and the state. It is aimed at:

- Protection against hazards,
- Preparedness for disasters,
- Prevention of disasters,
- Rescue and assistance in the event of disasters,
- Mitigation and elimination of disastrous consequences.

The basic tasks of the system of protection against natural and other disasters are:

- Detection, monitoring and research of natural and other disaster hazards,
- Prevention of natural and other disasters,
- Notification, warning of and alerting to imminent danger and giving instructions on protection, rescue and relief,
- Collection, processing and communicating data relevant to protection, rescue and relief and the performance of other tasks related to protection against natural and other disasters,
- Education and training for protection, rescue and relief duties,
- Organization of Civil Protection as well as establishment and maintenance of other forms of preparedness for protection, rescue and relief activities,
- Self-protection, self-help and mutual assistance (personal and mutual protection),
- Mobilisation and activation of protection, rescue and relief forces and resources,
- Determination and implementation of protective measures,
- Rescue and relief,
- Recovery from natural and other disasters up to the provision of basic living conditions,
- Assessment of damage caused by natural and other disasters,
- International co-operation in the performance of activities related to protection against natural and other disasters,
- Supervision of the implementation of regulations on protection against natural and other disasters,
- Provision of assistance to other countries in the event of natural and other disasters.

PROTECTION, RESCUE AND RELIEF FORCES IN THE REPUBLIC OF SLOVENIA

In the Republic of Slovenia protection, rescue and relief forces are the capabilities of the state, local communities, companies, institutes or other organizations, available for protection, rescue and relief in the event of natural or other disasters.

They are intended for:

- First aid and emergency medical assistance,
- Assistance to the affected population and population at risk,



- First veterinary aid,
- Extinguishing fires and fire rescue,
- Rescue from rubble, landslides and avalanches,
- Rescue in the event of floods or other meteorological disasters, environmental and other accidents on sea, rivers and lakes,
- Rescue in the event of major traffic accidents,
- Rescue in the event of mining accidents,
- Mountain rescue,
- Cave rescue,
- Water rescue,
- Protection against unexploded ordnance,
- Protection against avalanches,
- Radiological, chemical and biological protection against nuclear, chemical or biological weapons, other means of mass destruction, and in the event of accidents involving dangerous substances,
- Searching for missing persons in the event of natural and other disasters,
- Rescue in the event of war, terrorist attacks and other forms of mass violence,
- Provision of basic living conditions.

Participation of the Population in the Republic of Slovenia

Depending on the way of integration and participation of citizens, protection, rescue and relief forces are divided into **voluntary and professional forces** as well as duty forces. Individual units and services can also be organized to combine professional and voluntary members. **Voluntary units** and emergency services are organized in NGOs, especially in humanitarian organizations. Their activities are complemented by professional emergency services. **Professional units** and services for protection, rescue and assistance are independent units or services operating in the field of protection and rescue, when necessary. Duty units and services for protection, rescue and aid are organized as **civil protection units** and services based on civic obligation.

Organisation of the Protection, Rescue and Relief Forces

Protection, rescue and relief forces must be organized by the state, local communities and certain companies, institutes and other organizations, based on the risk in the activities they perform. In the field of disaster response, the Republic of Slovenia is divided into 13 regions, which are covered by regional offices of the Administration of the Republic of Slovenia for Civil Protection and Disaster Relief.

Table 4: ACPDR offices in local communities (212 Local Communities in Slovenia)

Voluntary Organisations	Professional Organisations	Civil Protection Units
Voluntary Fire-Fighting Units	Professional Fire-Fighting Units	Rapid Response Units
Rescue Dog Units - Dog Handlers	Emergency Medical Assistance - Public Health Service	First Aid Units
Units for the Setting up of Temporary Accommodation – Scouts	Public Social Security Services	Technical Rescue Units
Radio Amateur Units	Public Veterinary Service	NBC Decontamination

		Units
Water Rescue	Public Utility Services	Shelter Use Units
Red Cross	Other Contractual Organisations	Support Services
Caritas Slovenia		Information Centres

Table 5: ACPDR offices at the Regional Level (13 in Slovenia)

Voluntary Organisations	Professional Organisations	Civil Protection Units
Dog Handlers	Regional Public Services	Rapid Response Units
Scouts	Contractual Organisations	Technical Rescue Units
Radio Amateurs		NBC Protection Units
Rescue Divers		Support Services
Red Cross		Information Centres
Caritas Slovenia		Logistics Centres

Table 6: ACPDR offices at the National Level

Voluntary Organisations	Professional Organisations	Civil Protection Units
Mountain Rescue Service	Forensic Identification Unit, Faculty of Medicine	Rapid Response Unit
Cave Rescue Service	Ecological Laboratory with the Mobile Unit: Jožef Stefan Institute	First Aid Units
Underwater Rescue Service	Mobile Unit with the Ecological Laboratory: National Institute of Public Health, Regional Unit Maribor	Technical Rescue Units
Rescue Dog Units: Slovenian Kennel Club, Association of Societies and Clubs of Rescue Dog Handlers of Slovenia	Mobile Meteorology and Hydrology Unit, Ministry of the Environment and Spatial Planning, Slovenian Environment Agency	NBC Protection Units
Units for the Setting up of Temporary Accommodation: Scout Association of Slovenia, Slovenian Catholic Girl Guides and Boy Scouts Association	Unit for the Protection and Rescue in the Event of Accidents with Chlorine and other Corrosive Substances: TKI Hrastnik	UXO Protection Units
Dispensary and Accommodation Units: the Slovenian Red Cross	Mining Accidents Rescue Unit: Premogovnik Velenje (coal mine)	Avalanche Triggering Service
Restoring Family Links Service,	Mobile Notification Centre	Support Services



Slovenian Red Cross				
Radio	Amateur	Units:	Relief Services in the Event of Accidents Involving Dangerous Substances	Information Centres
Association of Radio Amateurs of Slovenia			Services for the Detection and Identification of NBC and other Sources of Threat in the Event of Accidents Involving Dangerous Substances, Terrorist Attacks and other Disasters	Logistics Centres
-	-	-	-	Committees for the Inventory and Assessment of Damage to Buildings
-	-	-	-	Disaster Response Service for Ecological and other Disasters and Search Operations at Sea
-	-	-	-	Accommodation Centre and Mobile Dispensary
-	-	-	-	Psychological Support Service

Protection, rescue and relief tasks are carried out by:

- **Units, services and other operational structures of societies and organizations**, which perform protection, rescue and relief tasks or public service, based on a decision of the competent national local community authority. This includes fire-fighting units as well as units and services of societies and non-governmental organisations.
- **Companies, institutes and other organisations**, which organise rescue units and services, based on the decision of the competent local community or national authority and about risk related to activities they perform.
- **Civil Protection units and services** which, based on civic duty, are organised as supplementary protection, rescue and relief forces. They are established by the state, local communities and companies, institutes and other organisations, in accordance with the criteria for organising, equipping and training of protection, rescue and relief forces.
- **Police**, which provides security, law and order and participates in rescue operations with helicopters, depending on the availability of their forces.
- **Slovenian Armed Forces** with its air unit, nuclear, biological and chemical (NBC) defence unit, engineering unit and medical service, as well as other units, when they are not involved in defence tasks.

3.6.1 Identification of Local Resilience Team Synthesis

The first identification of LRT members was based on the previous experiences of the Deputy Commander of Civil Protection Headquarters of the Municipality of Kamnik, with the



potential LRT members. She also covers the area of protection against natural and other disasters with the emphasis on disaster risk reduction and prevention in Kamnik that is why we strongly believe that she is the right person to do the selection of the LRT. The potential LRT members will also work with her in the activities of the RESILOC project that is why it is of the utmost importance that she has good work and personal experiences with them. ACPDR will support the Kamnik LRT team with a technical person, a GIS expert who will support the LRT team with the knowledge of the use of different RESILOC IT solutions.

The focus will be on candidate's willingness to participate, their level of expertise and skills from their area of work and positive attitude towards work in general and in international projects as well as their knowledge of English language. The members of the LRT Kamnik could be selected from the organisations, rescue and relief forces and other institutions in the municipality. The description of the organisation of protection, rescue and relief forces in the municipality is described in the text to follow.

Organisation of protection, rescue and relief forces in the Municipality of Kamnik, Slovenia

In the activities of protection and rescue in the municipality of Kamnik the following units, organisations and institutions are officially appointed by the **Conclusion of organizing protection, rescue and relief forces in the Municipality of Kamnik**.

1: CIVIL PROTECTION

Civil Protection Commander and his Deputy

The following are appointed for the operational professional management of the Civil Protection and other forces for protection, rescue and assistance:

- Commander of the Municipal Civil Protection Headquarters
- Deputy Commander of the Civil Protection Headquarters

Civil Protection Headquarters

The following shall be appointed for professional assistance in management and the performance of other operational - professional tasks of protection, rescue and assistance:

- Municipal Civil Protection Headquarters: Commander, Deputy Commander and 10 members.

2: CIVIL PROTECTION UNITS AND SERVICES

First aid units

Three first aid teams are organized in the municipality of Kamnik. First aid teams in the municipality are organized by the Municipality of Kamnik within the Voluntary Fire Brigades.

Technical rescue units

The following technical rescue units are organized in the municipality of Kamnik:

- Search team buried in rubble (geophonists and rescue dogs)
- Technical rescue team
- Team for rescuing on and in the water

In the municipality of Kamnik, technical rescue teams (a team of geophonists and a team for rescue from water and on the water are organized within the Voluntary Fire Brigade Kamnik, which is also a fire brigade of broader significance. Duplica (Rescue Dog Unit) Technical



rescue tasks are also performed by contract companies with appropriate construction machinery and staffing of technical rescue teams.

Radiological, chemical and biological protection units

In the municipality of Kamnik, one team is organized for RKB decontamination, which is organized within the Voluntary Fire Brigade Kamnik, which is also a fire brigade of wider importance.

Shelter use unit

A team for setting up public shelter is being organized in the municipality of Kamnik.

Support services

The following teams are organized in the Municipality of Kamnik within the support service:

- - Logistics team
- - planning team
- - Administration and finance team
- - Operational team

In the municipality of Kamnik, the support service is organized within the **Voluntary Fire Brigade Kamnik**, which is also a fire brigade of broader significance.

Given a large number of large interventions, a **Support Service** has been established within the **Voluntary Fire Brigade (PGD) of Kamnik**, which performs the tasks of intervention management and management support, namely:

- The establishment of a command post at the intervention
- Establishment of a communication and logistics centre in Voluntary Fire Brigade Kamnik
- Implementation of the communication with regional 112 Centre (ReCO) and other services and on-call duty in individual Voluntary Fire Brigade (PGDs)
- Operational management of the intervention
- Management planning, communication and coordination
- Logistics management and coordination
- Administration and finance.

3. PUBLIC FIRE SERVICE

The **local public fire service** in the area of the municipality is performed by:

- Operational fire brigade of **Voluntary fire brigade (PGD) Šmarca** in the area of sub-local community Šmarca, as unit I Categories;
- Operational fire brigade of **Voluntary Fire Brigade (PGD) Tunjice** in the area of sub-local community Tunjice, as unit I Categories
- Operational fire brigade of **Voluntary Fire Brigade (PGD) Sela pri Kamniku** in the area of sub-local community Sela pri Kamniku, as a unit of I. category
- Operational fire brigade of **Voluntary Fire Brigade (PGD) Šmartno in Tuhinj** in the area of sub-local community Šmartno in Tuhinj and sub-local community Pšajnovica, as a unit of I. category



- Operational fire brigade **Voluntary Fire Brigade (PGD) Zg. Tuhinj** in the area of sub-local community Tuhinj, as unit I.categories;
- Operational fire brigade of **Voluntary Fire Brigade (PGD) Špitalič** in the area of sub-local community Špitalič, as unit I.Categories;
- Operational fire brigade **Voluntary Fire Brigade (PGD) Motnik** in the area of sub-local community Motnik, as unit I.categories;
- Operational fire brigade **Voluntary Fire Brigade (PGD) Gozd** in the area of sub-local community Črna, as unit I. categories;
- Operational fire brigade **Voluntary Fire Brigade (PGD) Duplica** in the area of sub-local community Duplica and sub-local community Volčji Potok, as unit II. categories;
- Operational fire brigade of **Voluntary Fire Brigade (PGD) Nevlje** in the area of sub-local community Nevlje, as unit II. Categories;
- Operational fire brigade **Voluntary Fire Brigade (PGD) Srednja vas** in the area of sub-local community Srednja vas, as unit II. categories
- Operational fire brigade of **Voluntary Fire Brigade (PGD) Kamniška Bistrica** in the area of sub-local community Godič and sub-local community Kamniška Bistrica, as unit II. categories;
- Operational fire brigade of **Voluntary Fire Brigade (PGD) Kamnik** in the area of the municipality of Kamnik, as the central unit V. categories.

4. ASSOCIATIONS AND OTHER NON - GOVERNMENTAL ORGANIZATIONS

The following voluntary associations and other non-governmental organizations are designated to perform operational tasks of protection, rescue and assistance in the area of the municipality:

1. **The Kamnik Mountain Rescue Service Association:** for cooperation in protection and rescue in the event of natural and other disasters in accordance with the organization and capabilities of the service, participation in rescue from high facilities and other difficult field conditions, for searching and searching for missing persons in the mountain world. rescue in remote and hard-to-reach areas of the municipality in the event of traffic accidents, work and other natural disasters and for the transfer of injured persons from higher and steep slopes;
2. **Duplica Kennel Club:** Rescue Dog Unit for performing search tasks buried in rubble;
3. **Camping society "Bistriški gamsi":** for setting up emergency shelters;
4. **Kamnik scouts "Mammoth Steg":** for setting up emergency shelters.

5. COMPANIES, INSTITUTIONS AND OTHER ORGANIZATIONS

The following companies, institutes and other organizations are designated to perform operational tasks of protection, rescue and assistance in the area of the municipality:

1. **Communal company Kamnik d. o. o.** to provide drinking water, technical rescue, construction and strengthening of flood embankments, elimination of the consequences of natural and other disasters;
2. **Graditelj Kamnik d. d.** for technical rescue, construction and strengthening of flood embankments and elimination of the consequences of natural and other disasters;



3. **Euronep Eco d. o. o.** for technical rescue, construction and strengthening of flood embankments and the elimination of the consequences of natural and other disasters;
4. **Jurjevec d. o. o.** for technical rescue, construction and strengthening of flood embankments and the elimination of the consequences of natural and other disasters;

3.6.2 Local Resilience Team establishment process

In this section, a description of the LRT Kamnik establishment process will be described (see also Annex C, names and contact details have been omitted from the document). LRT Kamnik will be established in a way that members would have capacities and knowledge on topics/fields related to resilience and disaster risk management and will have a deep knowledge on the local context they are active in. Besides before mentioned they will have a high interest/motivation to support RESILOC activities at local level; this means that they are part of already existing mechanisms and /or organisations that are active at local level in the field of resilience, disaster management, etc. Of course, we will also put a strong emphasis on their personal competencies like positive attitude towards life in general, been keen on new challenges, good work ethics...etc. The selection process will follow the recommendations from the RESILOC project document "RESILOC LRT establishment guidelines".

LRT members will be chosen upon their objectives and the roles envisaged for the LRTs within the RESILOC project where the following relevant areas in which LRTs will be active have been identified:

- Communication and Community involvement
- Emergency and DRR Management
- Ethics and Inclusion
- Monitoring and evaluation

AREAS OF ACTIVITY OF LRTs

Given the heterogeneity of the 'local communities' involved in RESILOC project, we will indicate specific skills, both needed and available within the local community of Kamnik, that best correspond to the above-mentioned areas of activity at local level. For this purpose, we'll also enter data and descriptions in a Skills Matrix for Kamnik municipality that has been designed for this purpose as an excel file.

Standard process of selection that has been prescribed from the RESILOC consortium will be followed by the Slovenian team establishing the Kamnik LRT. The first brainstorming has already been done by a member of ACPDR and a member of the Civil Protection of the Municipality of Kamnik, both members of RESILOC consortium.

STEP 1 – IDENTIFY LRT SKILLS AND COMPETENCES

In the attached matrix we've entered the descriptions of the status of the LRT selection now (May/October 2020). Skills and competences envisaged as crucial for you LRTs are described taking into consideration skills and competences that would support us in the RESILOC activities in the local community of Kamnik.

STEP 2 – IDENTIFY POTENTIAL CANDIDATES

For each of the Areas of activity needed for the LRT, we have identified potential actors /stakeholders within the community of Kamnik and put their description (first version) in the attached database.



STEP 3 – INFORM POTENTIAL CANDIDATES ABOUT THE POSSIBILITY TO JOIN THE RESILOC LRT

This task will be done as soon as we know more about the role of Kamnik LRT role in the RESILOC WP5 and WP6.

STEP 4 – REGISTER THE EXPRESSIONS OF INTEREST OF THE POTENTIAL CANDIDATE

This task will be done as soon as we know more about the role of Kamnik LRT in the RESILOC WP5 and WP6. Creation of a registration/enrolment form will be done for the potential members to send us as a confirmation of their interest to join the LRT Kamnik team. We will probably use the invitation to join the team by email and the candidate's answer to it.

STEP 5 – ANALYSE/EVALUATE THE POTENTIAL CANDIDATES • RELEVANCE/CAPACITY

This step has been partially done already within the step 2: identify potential candidate which was based on our knowledge if this actor is relevant for at least one of the identified areas of activity (i.e. Communication and Community Involvement, Emergency and DRR Management, Ethics and inclusion, Monitoring and Evaluation)? We were discussing whether the candidate has skills, competences and is prepared to contribute to RESILOC activities? We'll discuss it within the team and evaluate the candidate's role with H (High) or L (Low).

INTEREST/MOTIVATION – this will be discussed later when the role of candidates will be presented to them. We will also discuss their commitment throughout the project activities and debate and agree on how to score each candidate (High - H, Low - L).

STEP 6 – OFFICIAL ESTABLISHMENT OF THE LRTS

The final database of Kamnik LRT members (Excel file, Sheet3) will be done and sent to WP5 Leader – with all the info recorded (Skills matrix, Selection tool, Final Database). A meeting will be organised (also online) so to officially welcome the LRT Kamnik on board of RESILOC.

SELECTION OF LRT MEMBERS FOR DIFFERENT WORK AREAS AND EXPERTISE COMMUNICATION AND COMMUNITY INVOLVEMENT

AREAS OF ACTIVITY OF LRTs

Given the objectives and the roles envisaged for the LRTs, the following relevant areas in which LRTs will be active have been identified:

Communication and Community involvement – LRTs have an essential role in ensuring the link between the RESILOC project and the communities in pilot areas. To this end, working closely with local partners LRTs should be able to communicate efficiently to stakeholders in their communities, as well as to ensure the engagement of stakeholders and citizens in project activities, such as trials, local information campaigns, workshops for validation of project outputs, etc.

We plan to invite the actual public relations person from the Municipality of Kamnik who has been successfully engaged in all Civil Protection activities in the municipality. This suggestion has been done by the Deputy Commander of Civil Protection Headquarters of the Municipality of Kamnik due to her very good work experiences with the municipal PR person with media coverage of the emergencies in the municipality. She has been very actively and successfully involved in the media communication in the COVID-19 epidemics in the



municipality as well as in several other previous emergencies. She has a very positive attitude towards work and is very nice and professional towards people. Her knowledge of crisis communication and social media is at a very high level. She is very much involved in all community activities in the municipality and knows personally decision-makers in the municipality as she works daily with the mayor of Kamnik.

We plan to meet her in person and introduce her to the RESILOC project and her expected role. This meeting will be conducted as soon as there will be enough information from the RESILOC consortium what is expected from Kamnik LRT members, but she is already informed on this potential cooperation and she is very positive towards the participation in LRT Kamnik.

Since there is no field trial envisaged for the municipality of Kamnik the LRT will be mainly focused on its role as multipliers of project intervention, this means spreading ideas of RESILOC within communities, by promoting the 'resilience' culture within their communities. We are also discussing the possibility to somehow reasonably integrate the RESILOC LRT's field trial in 2022 in the framework of the annual municipal rescue exercise with an earthquake scenario.

EMERGENCY AND DISASTER RISK MANAGEMENT

Emergency and DRR Management – LRTs support project partners in the development of the RESILOC trials. To this end, LRTs members should have both capabilities and competences that allow them to support the RESILOC team in the design and implementation of the trials, such as technical expertise in emergency management, disaster and risk reduction management, etc. within this area of activity, LRTs will also ensure that their knowledge on the local context is taken in consideration within the organisation of the trials.

A. Deputy Civil Protection Headquarters of the Municipality of Kamnik, for the area of disaster risk reduction will be a member of LRT Kamnik. Due to more than 20 years of experience in leading very demanding interventions, she is one of the most skilled Civil Protection operators in Slovenia. The municipality of Kamnik with its organisation of Civil Protection and local System of Protection Against natural and other disasters is an example of good practice in Slovenia. That is also why Kamnik was invited, encouraged and supported by ACPDR to join the United Nations campaign "Ready for Disasters: My city is getting ready". With its commitment in 2014 Kamnik has become the first Slovenian city to join the before mentioned campaign in which more than 4.000 cities from all over the world take part. Cities, participating in this campaign do their self-assessment which is based on ten essentials <https://www.unisdr.org/campaign/resilientcities/toolkit/article/the-ten-essentials-for-making-cities-resilient>. The Ten Essentials for Making Cities Resilient are developed with the launch of the Campaign to accelerate the implementation of the Sendai Framework for Disaster Risk Reduction (2015-2030) at local level. They map directly against the Sendai priorities of action and its indicators for monitoring actions on disaster risk reduction. The actions identified under each Essential should be part of the overall disaster risk reduction planning process and influence urban development planning and design. Comparison of the indicators within the campaign essentials, Sendai Framework for Disaster Risk Reduction and RESILOC indicators.

During her long and successful employment in the Civil Protection Department of Kamnik, she has organised or assisted in the organisation of several Civil Protection trials and exercises in the municipality. Her personal and professional reputation in the municipality of Kamnik will surely contribute to the success of the project and of the trial itself.



B. Member of the Administration for Civil Protection and Disaster Relief of the Republic of Slovenia is a representative of the National Focal Point for Sendai Framework for Disaster Risk Reduction for Slovenia. Her active and successful reporting in the Sendai monitoring for Slovenia has been recognised also by UNDRR Europe, which invited her to present Slovenia's approach to reporting, the experiences with reporting and problems faced at the Sixth Global Platform Forum for Disaster Risk Reduction in Geneva from 13.-17. May 2019 and on the Third Technical Global Forum for Disaster Risk Reduction in November 2019 in Bonn. She has a deep knowledge of the Sendai Framework Global and national indicators.

The latter will assist the first in the establishment of LRT Kamnik and will represent a bridge between the RESILOC project and its demands and the LRT Kamnik.

ETHICS AND INCLUSION

Ethics and Inclusion – LRTs support local partners in ensuring the compliance with Ethics and Inclusion principles in the development of activities at local level (e.g. making sure all groups/instances in the community are reflected in the Community involvement plan, that RESILOC activities (especially communication) are developed in compliance with ethics, privacy and data protection regulation, etc.).

For the person to be engaged in the area of ethics we plan to invite a lady who is a very devoted volunteer firefighter and also a lecturer of code of ethics within the Association of Voluntary Firefighters. She is a very enthusiastic volunteer in all areas of the community involvement and she will be of great help in the community involvement activities.

The first, soft approach will be asking her for her unformal consent to participate in the project as soon as we will know more about the involvement of the municipality of Kamnik.

MONITORING AND EVALUATION

Monitoring and evaluation - LRTs support as well as local partners in implementing Monitoring and evaluation activities, especially for what concerns the trials, but also for the overall monitoring framework of the project.

For monitoring and evaluation of the trial, we plan to invite an expert from the ACPDR with rich experiences on prevention and protection against natural and other disasters, national plans for disaster risk reduction, organisation and evaluation of civil protection exercises (local, regional, national and international) with more than 20 years of experiences in the area of civil protection and disaster risk reduction.

For the involvement of this expert, we will use a personal approach explaining her the RESILOC project as soon as we will know more about the involvement of the municipality of Kamnik.

Technical and information support to the whole LRT and especially to the person in charge for communication and community involvement with RESILOC IT tools, a GIS expert who will support the LRT team with the knowledge of the use of different RESILOC IT solutions will join the team.



4 Community involvement

This section describes the first version of the community involvement plan. It presents the identification and description of social media, events and other communication and information exchange mechanisms and actions that are or will be used for community involvement.

For each pilot site, the description provides:

1. Current status, description of what already is in place for community involvement. Network from communities-consortium members.
2. Foreseen actions for creating and ensuring needed links and stable and reliable connection with communities.

Taking into account the ongoing nature of Task 5.1, the community involvement plans currently presented should be viewed as the first results of a work-in-progress, which will further evolve and be presented in the second release of the deliverable (D5.2).

4.1 Community Involvement – Overview

Community involvement is an important aspect of RESILOC, being part of T5.1 as well as project objective 4 “Communicate, demonstrate and assess the validity of approaches, solutions and tools in field trials”. RESILOC creates the needed links to citizens and local communities, ensuring that they are kept in the loop with the project activities and can provide feedback on the project intermediate results. RESILOC plans for involving all stakeholders, including citizens, very early in the process of defining local strategies. Starting from the network from the communities that are members of the consortium, a stable and reliable mechanism for the exchange of information and discussions will be created, mainly using social media. For this reason, Local Resilience Teams are formed in each pilot site early in the project for engaging and involving communities in the project and ensuring they are actively participating in the field trials using the RESILOC platform. LRTs will coordinate targeted social media campaigns and events as well as the overall process at local level, aiming to reach as many users and citizens as possible and to extend to other communities in Europe.

In this direction, regular meetings with local communities will be taking place, establishing Local Resilience Teams and connections with policy stakeholders at local, regional and national level. Regular webinars will be arranged with the members of the Local Resilience Teams and with practitioners of existing networks (e.g. FIRE-IN⁷ for the firefighters' community). Contacts with communities at world level will be established thanks to the network of the project partners, in particular, FhG and RAN, further enriching the collection of experiences and data. Together with the interaction with citizens (in particular with those bringing local knowledge and first-hand experiences), success stories and failures will be analysed aiming at identifying possible new strategies or approaches based on current technologies and communication channels.

LRTs have a key role in involving and engaging citizens in the field trials. This will be achieved via a dedicated website, different from the project official website that will be available to all pilots in the respective national language as well as via RESILOC social media and community consultation events. LRTs will select a number of dedicated channels

⁷ <https://fire-in.eu>



and needed functionalities to be created according to the peculiarities of the targeted local community. They will coordinate targeted ad-hoc campaigns, created and launched investing a dedicated budget allocated in the project.

Engaging citizens via social media and community consultation events and their involvement into the planned desktop exercises and field trials are part of the approach of RESILOC to the empowering of community managers to understand and improve the resilience of their city/region. In this direction, social media will be used as a primary way to involve and engage citizens, particularly during the field trials. To accomplish this, the project will create a number of dedicated channels and needed functionalities that will be selected by LRTs according to the peculiarities of the targeted local community:

- A dedicated, interactive, website, different from the project official website, offering the relevant and appropriate services of the RESILOC platform while they're built, to citizens. This website is one of the outputs of the RESILOC platform work itself and will be available to all pilots in the respective national language.
- Social Pages, Social Groups and dedicated profiles on the major Social Media (we intend to focus mostly to Facebook, Twitter and Instagram, although the target social media platforms will be chosen at an early project stage). Every different platform will be used according to the features it provides and to the usage patterns in the different nation's pilots (e.g. in Italy Facebook and Instagram are much more used than Twitter and Google+).
- Social Media based applications/bots (such as Facebook applications) that will be respecting users privacy and GDPR recommendations, offer specific services to users (such as the newly released Facebook WIT.AI, Facebook Artificial Intelligence platform etc.).
- Dedicated (paid) Campaigns that will make use of the project budget as well as of a number of well-established methodologies (i.e. MEME creation and diffusion) for user engagement via dedicated Social Media managers

Social Media will not be the only means used for citizen involvement. In addition, LRTs will establish local community consultation events to get into the loop valuable input from people with limited access to social media (e.g. older people or very basic instruction level). Webinars will also facilitate community involvement enabling communication among citizens practitioners and local actors.

Community involvement is a gradually evolving exercise that includes creating awareness, identifying and addressing the target audience, recruitment of users and practitioners and ultimately engaging and involving citizens and communities in the field trials. The following sections provide the first stage in this direction.

4.2 City of Catania Community Involvement Plan

Description of City of Catania community involvement plan. Identification and description of social media, events and other communication and information exchange mechanisms and actions that are or will be used for community involvement

The involvement of Catania's community will be articulated in information activities, orientation and focused meetings and events dedicated to voluntary and civil protection associations, trade associations, citizens' aggregations of the target areas. Information and dissemination channels will be enhanced with newsletters, conferences and press releases



involving local TV, local press and online newspapers. Social media (Twitter, Instagram, etc.) and the main social networks (Facebook, WhatsApp, etc.) will be used, while SMS and e-mail will be used for urgent communications. Information related to the activities of the project in progress will also be published on the website of the Municipality of Catania. For specific coordination and information activities, conference calls will be held using videoconferencing systems (Skype; Microsoft Teams, etc.). In addition, specific meetings will be organised with the citizenship organisations in the institutional locations that are within the target areas.

4.2.1 Current status

The information and general dissemination channels related to the activities of the Civil Protection are active. The information and dissemination of the activities are provided using SMS, e-mail, press releases and the website of the Municipal Administration of Catania. All activities are permanently addressed to the civil protection volunteer network that constantly cooperates with the Municipality of Catania and, in general, to the local population.

4.2.2 Action plan

The actions that will be carried out to create and ensure the necessary, stable and reliable links with the local community are structured as follows:

- Elaboration and implementation of newsletters on the activities and objectives of the project (editorial calendar; articles and testimonies; good practices, etc.);
- Organizational conferences with the network of volunteers, associations and citizens living in the target areas (information and guidance on the nature of the risks and the aims of the project; role and responsibility of the institutions and the citizens for risk management and the resilience dimension);
- Press conferences and local meetings in the target areas;
- Coordination activities for the programming, planning and implementation of the emergency trials (detection and contents of trials for emergencies; organisational aspects; methods and procedures for involving citizens and the voluntary network);
- Coordination activities for the monitoring and ex-ante, in itinere and ex-post evaluation of the project.

4.3 West Achaia Community Involvement Plan

Description of Municipality of West Achaia community involvement plan. Identification and description of social media, events and other communication and information exchange mechanisms and actions that are or will be used for community involvement.

4.3.1 Current status

The Municipality of West Achaia already uses its website and its Social Media accounts in Twitter and Facebook to maximize the involvement of the local community, keep people informed about the project results and create social awareness about the project within the local community. So far, more than 20 announcements and web posts have been made to raise public awareness about the project.

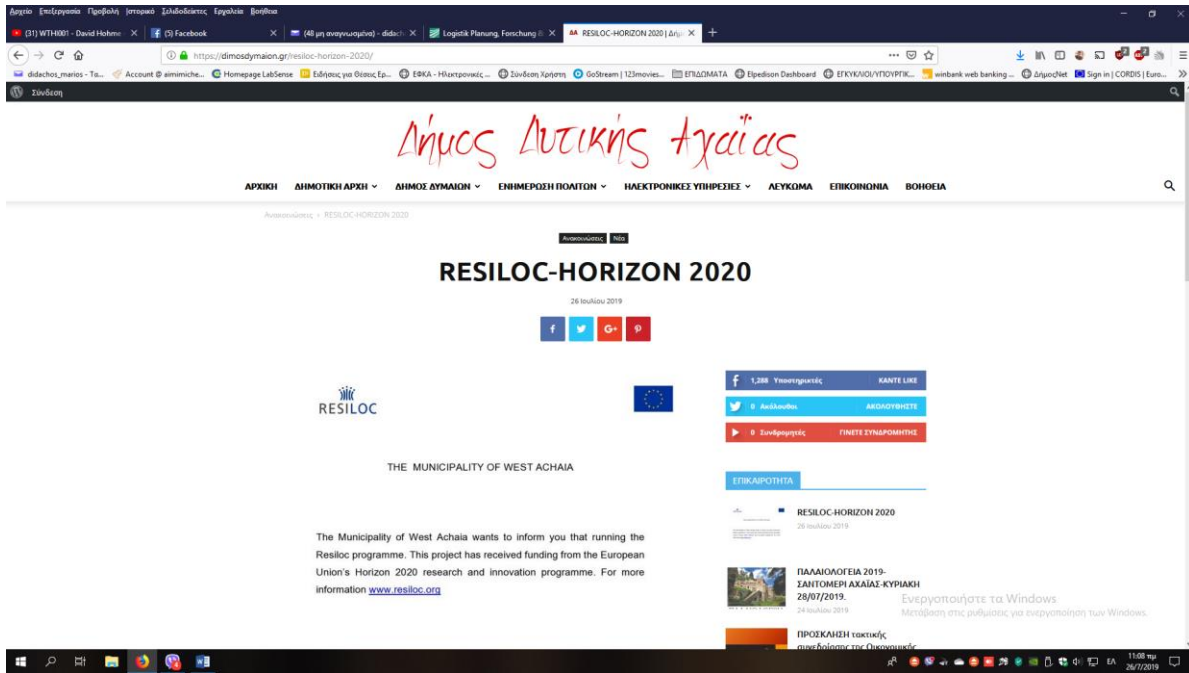


Figure 1: Municipality of West Achaia website

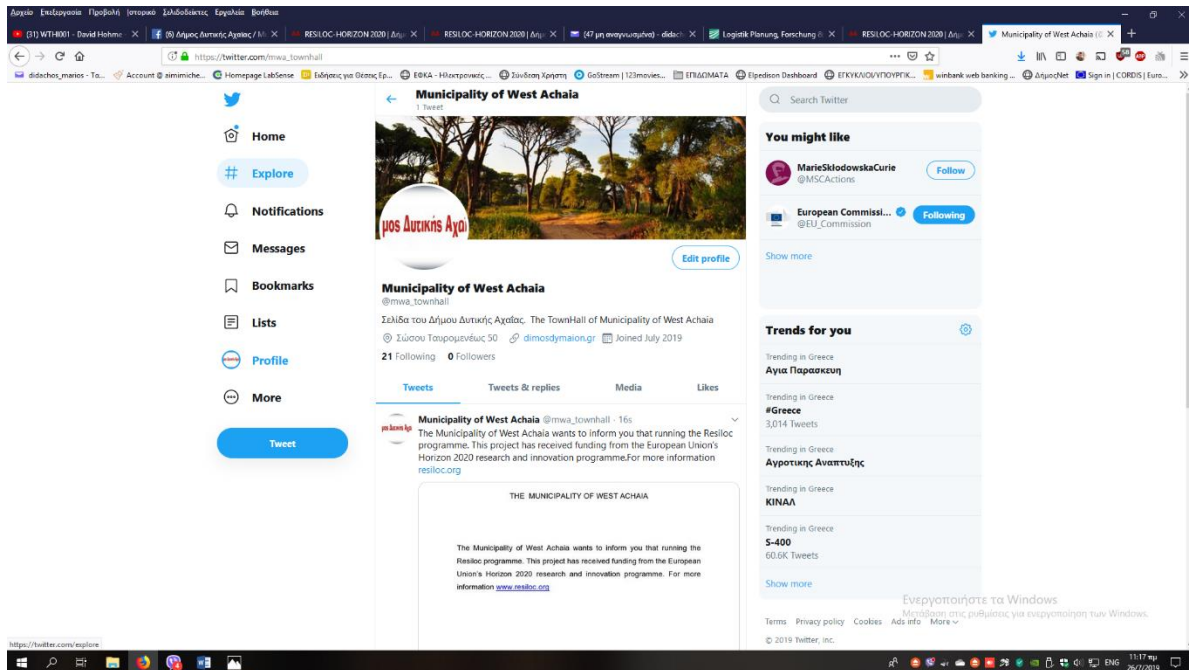


Figure 2: Municipality of West Achaia Twitter account (a)



Figure 3: Municipality of West Achaia Twitter account (b)

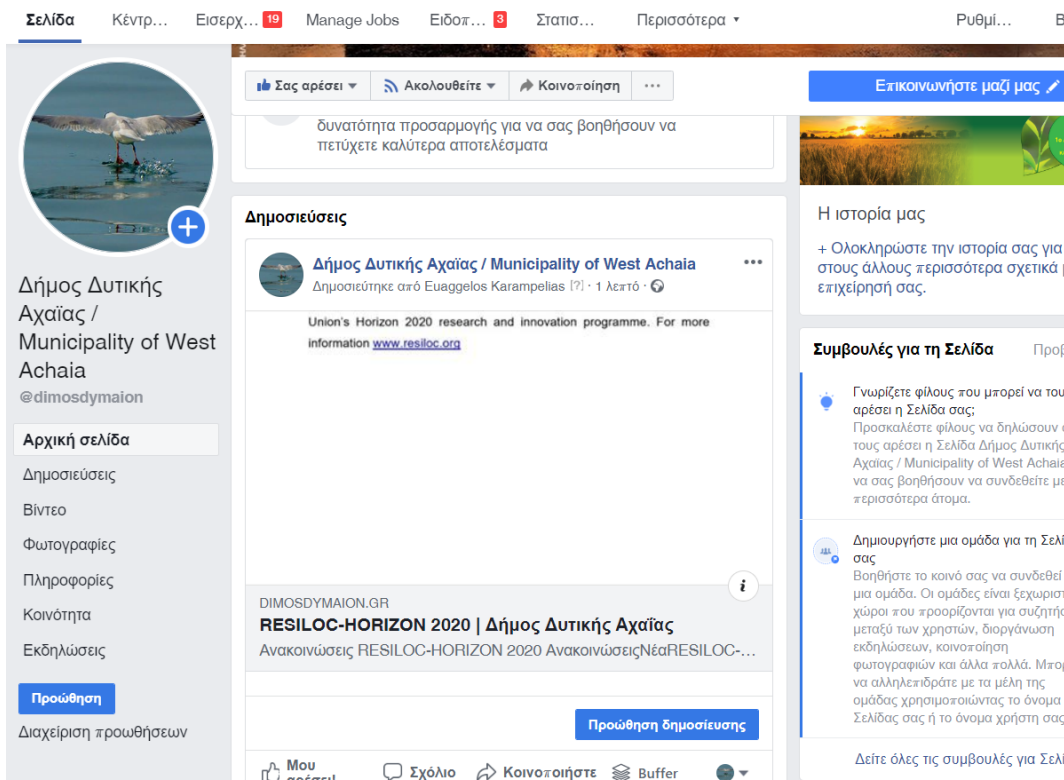


Figure 4: Municipality of West Achaia Facebook page

4.3.2 Action plan

The efforts will be intensified the next period for the involvement of the Local Resilience Teams members in the project activities. The LRT members will also act as individual dissemination channels to disseminate the progress of RESILOC to the local community.

In particular, the following electronic means will be used to mobilise local contacts and interested parties.

Table 7: Municipality of West Achaia community involvement means

Means to involve the local community	Channel	Description
Website	https://dimosdymaion.gr/	Will be used for informing people for RESILOC. Promotion of project and results and useful announcements will take place on the website of the municipality.
Twitter	@mwa_townhall	The page of the MWA on Twitter will be used to post any updates on the project activities
Facebook	https://www.facebook.com/dimosdymaion/?eopa=SEARCH_BOX	The page of the MWA on Facebook can be used for updating the public audience on the project activities.

4.4 Municipality of Gorizia Community Involvement Plan

Description of Municipality of Gorizia community involvement plan. Identification and description of social media, events and other communication and information exchange mechanisms and actions that are or will be used for community involvement.

4.4.1 Current status

The Community involvement activities will be coordinated by the Municipality of Gorizia in collaboration with ISIG and the Gorizia LRT.

The community involvement plan will be developed and implemented within a cross-border perspective, aiming to promote the project and involve within its activities the Slovenian border communities. To this end, since the beginning of the design activities it is foreseen that the following actors and platforms will be engaged:



- **EGTC GO** – European Group for Territorial Cooperation Gorizia - Nova Gorica - Šempeter-Vrtojba, officially registered in 2011. The EGTC grounds its activity in the agreement between the three founding municipalities and its statute. Through its Standing Committees, the EGTC is active in the fields of Transport, Urban Planning, Energy, Health, Sport, Culture and Education. Since its establishment, the EGTC has been active in several initiatives, mainly concerning the fields of health and environment. In this sense, since 2015 the EGTC has become the sole beneficiary and implementing authority of the EC Integrated Territorial Investment – ITI, for the development of the cross-border territory of Gorizia, Nova Gorica and Šempeter-Vrtojba.
- **ECOC Go2025** – the project/platform for the presentation of a joint candidature to the European Capital of Culture 2025 initiative (i.e. Slovenia is one of the countries from which the European Capital of Culture will be chosen). Nova Gorica Municipality will present its candidature in partnership with its twin town, Gorizia, as a symbol of a common history and heritage, but as well as a way to state the very concrete advantages of cross-border cooperation for the development of a border community. The joint candidature project has been short-listed for the final phase of the competition. The project stimulated an unprecedented collaboration between civil society actors across at cross-border level that consolidated cross-border relations beyond the CBC existing governance mechanisms. The joint project foreseen the implementation of cross-border participatory processes for the past 2 years, aimed at promoting the engagement of the CBC community in the elaboration of the joint cultural programme to be presented within the framework of the competition. Given the unprecedented response on behalf of institutional actors as well as civil society at large, it is expected that such involvement mechanism will continue beyond the scope of the joint candidature, and thus can be capitalised upon in ensuring the CBC dimension to the RESILOC activities.

Furthermore, the preliminary mapping activities coordinated by the Municipality of Gorizia in the light of the future Community involvement plan, led to the identification of the following communication channels and mechanisms already in place:

- Municipality of Gorizia
 - Official website - www3.comune.gorizia.it – the website is an important tool of communication with the community. It provides constantly updated information on the activities of the Municipality. The website gained an increased visibility during the national lockdown due to the COVID-19 outbreak. It is foreseen that this platform will remain one of the most consulted sources of information by citizens in the forthcoming years.
 - Social media – the municipality counts on 3 official Facebook pages (i.e. Comune di Gorizia – News, Comune di Gorizia – Eventi, Città di Gorizia) and one Twitter account.
 - Press office – the municipalities’ press-office counts on direct access to the main local, regional and national media actors (e.g. newspapers, tv, radio).
- ISIG
 - Official website – www.isig.it;



- Social media – Facebook page, twitter account, Youtube channel.
- Webex account – allowing for the organisation of online public events, webinars, etc.
- Let's GO Europe!
 - Social media – Facebook page.
- Civil protection municipal service
 - Social media – Facebook page.
- EGTC
 - Official website – www.euro-go.eu;
 - Social media – Facebook page, Twitter account, Youtube channel.
- ECOC
 - Official website – www.go2025.eu;
 - Social media – Facebook page, Instagram account.

4.4.2 Action plan

The design of the Action plan foresees the following operational steps:

- **Stakeholders mapping** – for the purpose of the stakeholders' mapping it is envisaged that the Gorizia project team (i.e. Municipality of Gorizia, ISIG, Gorizia LRT) will implement the methodology proposed for the purpose of Task 6.2. - Local resilience communication. Such methodology draws upon the CoE/ISIG Civil Participation for Decision Making Toolkit (CoE/ISIG, 2017) and will foresee:
 - The identification and analysis of different typologies of stakeholders (i.e. in terms of level of intensity of their potential engagement) and
 - The elaboration of tailor-made engagement strategies for each category of identified stakeholders – that will include the adaptation for the local context of the proposed actions and tools within the above-mentioned toolkit.
- **Mapping of resources** – understood as further potential communication channels and mechanisms, beyond the ones that were identified in the preliminary phase of the design. To this end it is envisaged that a series of brainstorming sessions will take place between the Gorizia RESILOC project team members.
- **Elaboration of an updated version of the Action plan** linking identified resources, actors with concrete proposed activities, timeframes, etc.

Within the preliminary phase of the elaboration of the Action Plan, the following involvement actions have been proposed:

- **Creation of the Resilience Blog** – as an awareness-raising platform on resilience at local level. The blog would include news and updates on the RESILOC and LRT activities, as well as articles and materials promoting resilience-related topics, experiences and best practices across EU, etc.
- **Launching of the Resilience Webinars** – bi-monthly online events in which experts, practitioners and citizens interact on the topic of resilience.
- **Launching of the Resilience pills** – short videos (i.e. max 5 min) in which resilience experts, practitioners, etc. talk about different aspects of local resilience. The videos will be published on the RESILOC project platforms and channels. Currently, 3 videos



on the topic of resilience and COVID-19 lessons learned are being edited and are going to be launched at local level and on project channels. The interviews were carried-out with representatives of Punto Giovani – youth association, Gorizia Deputy Mayor and one of the COC – Municipal Operational Center representative.

4.5 Tetovo, Ruse Municipality Community Involvement Plan

Description of Tetovo, Ruse Municipality community involvement plan. Identification and description of social media, events and other communication and information exchange mechanisms and actions that will be used for community involvement.

4.5.1 Current status

The village of Tetovo is a small village, located in the North-eastern part of Bulgaria. It is part of Ruse Municipality in the Region of Ruse. Tetovo is one of several villages with similar characteristics in Ruse Municipality. These are Smirnenski, Hotantsa, and Glodjevo.

In the Ruse Region, three municipalities are neighbouring the Ruse Municipality, under which Tetovo is situated. These are Vetovo, Slivo Pole, and Ivanovo. Ruse Municipality borders with the Municipality of Kubrat, which is situated in the Region of Razgrad. This is one of the municipalities that most frequently interact with Tetovo in emergency events.

There are several actors involved both in the day-to-day life and the handling of emergencies in Tetovo.

These are the Ruse Municipality and its subdivision Tetovo Town Hall; Ruse Municipality Fire Security and Rescue Unit; the local agricultural cooperative; the police; emergency medical units in the City of Ruse, including the village's GP; the Bulgarian Red Cross. These actors have different competencies.

Ruse Municipality and its subdivision Tetovo Town Hall are governmental actors. Ruse Municipality administration has prevention, support, and recovery competencies. The Town Hall of Tetovo is also a government actor. Its competences are rich and extend to prevention, first response, support, and recovery.

Ruse Municipality Fire Security and Rescue Unit is a government actor with strong preventive and first response competences. The police and the emergency medical units in the City of Ruse are a government actor and a service provider, respectively. They have the support and first response competences in their domains. The Bulgarian Red Cross is a non-governmental organisation with significant competencies ranging from prevention to first response, support, recovery, and awareness-raising. All those actors are located in the city of Ruse.

The distance by road between Ruse and Tetovo is approximately 31 m. This is giving reaction time for emergencies services for Tetovo about 45 minutes. In the case of general disasters affected all municipality of Ruse, the response time is unpredictable as Tetovo might be not considered as the priority.

Having in mind that under certain circumstances the Tetovo community will have to manage disaster situation by their own the Town Hall of Tetovo fills in a Plan for the work in case of disaster and emergencies. It includes mobilization of local actors and creating a phonebook with up-to-date phone numbers of all responsible persons in Ruse Municipality, contractors who carry out emergency activities (if any); mayors of neighboring communities in the Municipality.



For the time being there is fruitful cooperation between local agriculture producers who on pure voluntary bases are providing the town hall with volunteers and different kind of machinery in a crises situation. The community members also are giving a hand in emergencies when needed.

There are no people properly trained /or even trained at all/ in disaster response issues.

The major communication channels in Tetovo are – local radio / by wire / managed by the Secretary of the town hall and the local Facebook site. Of course, as in every small community, person to person communication is also widely used.

4.5.2 Action plan

The village of Tetovo is considered as one community. Even the fact that there are people from two different religions – the Christian orthodox and Muslims, this does not affect the unity of the community. The plan for building up the resilience of the community is based on the establishment of Community volunteer disaster response team.

By the Law voluntary formations are established on a territorial basis, for independent actions and / or to support the main components of the Unified Rescue System (ESS), performing the following main activities for the protection of the population:

1. rescue operations;
2. limitation and liquidation of fires;
3. search and rescue operations;
4. performance of urgent emergency-restoration works;
5. rendering first aid to the victims of fires, disasters and emergencies;
6. other operations related to protection.

Creation of volunteer disaster response team as first-line responders is a long / and expensive / activity. This is the reason we will stress on bases, namely base training and training for “other operations related to protection” e.g. DRR, community-based communication, volunteer management. The trained volunteers shall be the natural link between the project and local community /LRT as envisaged in the project. In the future, they may become the real Community volunteer disaster response team which will ensure the sustainability of community resilience.

4.6 Kamnik Community Involvement Plan

Description of Kamnik community involvement plan. Identification and description of social media, events and other communication and information exchange mechanisms and actions that will be used for community involvement.

The community involvement plan in the municipality of Kamnik will be done after confirmation and clarification of the expectations from the community from the RESILOC project. We plan to do it wisely in order not to overburden the participants and regarding the limited role of the Kamnik LRT without conduction of the RESILOC trial. There is also a possibility that LRT will “play the role” of the “community” since Kamnik is not envisaged for the RESILOC field trial by itself. Depending on the further development of the Covid-19 pandemic in which the main envisaged role players are very much engaged there is a possibility to integrate the RESILOC trial into the annual local protection and rescue exercise in 2022.



4.6.1 Current status

Current status of community involvement mechanisms, description of what already is in place. Network from communities-consortium members.

Kamnik is a relatively small community with the app. 30.000 inhabitants who mostly “know each other”. The flow of information important for the citizens of Kamnik is mainly done via local newspaper called Kamničan-ka (its archive on the web: <https://www.kamnik.si/kamnican-ka/kamnican-ka-arhiv>, official web pages of the municipality <https://www.kamnik.si/>, Facebook profile: <https://www.facebook.com/pages/Občina-Kamnik/745799539090181>).

4.6.2 Action plan

Stable and reliable connections with local community in Kamnik are already in place since they are the basis for good cooperation in all area of work in the municipality. We do not see the need for a specific action plan for time being. As soon as we know more about the RESILOC plans with Kamnik municipality we'll proceed with the activities for the community involvement.



5 Conclusions

Deliverable D5.1 “Community involvement Plan and results, first Release” is the first of the three deliverables of task T5.1 “Communities involvement and continuous feedback” of WP5 “Communities involvement and field trials”.


The reported work involves the formation of the LRTs and the community involvement plan. The formation of the five LRTs, one for each of the five pilot sites includes the identification of the LRT synthesis and the LRT establishment process.

The results to this point, October 2020, are: Catania LRT with five persons, an LRT of twelve persons for West Achaia, twenty-two persons for Tetovo LRT, six persons for Gorizia LRT and Kamnik LRT with three persons and three more pending.

The formation of LRTs is an ongoing process, therefore this is a first set of results from a work-in-progress, which will further evolve and be presented in the second release of the deliverable (D5.2).

The deliverable also refers to the community involvement plan of each of the five pilot sites, with respect to the current status and the action plan, referring mainly to the use of social media. In a similar vein with LRT formation and taking into account the ongoing nature of Task 5.1, the community involvement plans currently presented should also be viewed as the first results of a work-in-progress, which will further evolve and be presented in the second release of the deliverable (D5.2).

VII. Annex A: RESILOC ethics self-assessment sheet

RESILOC		RESILOC ethics self-assessment sheet					
This document is a self-assessment sheet that must be filled out by owners of RESILOC deliverables. This is to ensure that research and/or development activities related to each project deliverable comply with requirements of RESILOC Guidelines on Ethics and Data Protection (GDPR).							
This RESILOC ethics self-assessment sheet must be used as part of each project deliverable that involves humans either in an active (e.g. data subjects) or passive (e.g. affected by tools) manner. Project reports (e.g. management or financial reports) are not required to undergo this ethics assessment.							
This document is an important exercise part of the RESILOC Ethics Framework as it allows the owner of each RESILOC deliverable to reflect on ethical consideration and data protection requirements in a structured and approved manner before submitting the document to the Commission for review.							
The document shall be used in line with the RESILOC Ethics Framework including the guidelines and procedures under deliverables D9.1 to D9.12 (all documents are made available on the RESILOC Own Cloud). The ethics self-assessment sheet must be included as the 1st Appendix A of the each RESILOC deliverable. In addition to filling out the sheet, authors must provide explanations of the answers given on the main table. Such explanations must be provided in the methodology section of the deliverable using the headline "Ethics Considerations and Data Protection". The ethics self-assessment sheets of private deliverables must be assessed through the responsible position within the issuing organisation. However, for public deliverables, the ethics self-assessment sheet must be approved by the RESILOC Internal Ethics Board. For that, please send this document to the Internal Ethics Board.							
For Information or assistance contact:			helena.marruecos@iml.fraunhofer.de				
The self-assessment was conducted by:			The self-assessment was approved by:				
Name	Peggy		Name	Nadejda			
Surname	Papadopoulou		Surname	Miteva			
Institution	National and Kapodistrian University of Athens		Institution	BILSP			
Date	5/11/2020		Date	5/11/2020			
					yes	no	n/a
G	GENERAL						
a	Did the research for this deliverable involve the collection of personal data?				X		
b	Does this deliverable, and the activities that have fed into it, comply with Regulation (EU) 2016/679 known as GDPR and 2002/58/EC Directive on privacy and electronic communications?				X		
c	Does this deliverable, and the activities that have fed into it, comply with the relevant national data protection and privacy laws, codes of practice and guidelines?				X		
d	Are there any ethics risk identified related to your work under this deliverable?					X	
1	Human Participation/ Informed Consent						
1.1	Procedures and criteria that will be used to identify/recruit research participants (D9.1)						X



a	Did the research for this deliverable involve the recruitment of research participants? (<i>this includes surveys and interviews</i>)					
b	Did you identify selection, inclusion, & exclusion criteria?					
1.2	Recruitment of respondents via social media (D9.4)					X
b	Were special measures taken to ensure that the participants are adults?					
c	Did the research for this deliverable involve data collection using social media?					
d	Were measures taken to use only public profiles for the collection of data?					
		yes	no		yes	no
1.3	Use of the informed consent forms and Info sheets to recruit research participants (D9.2)					X
a	Consent Form was issued					
b	Information sheet was issued			Issued in local language		
c	Combined sheet was issued					
1.4	Use of the informed consent forms and information sheets on data processing (D9.9)					X
a	Consent Form was issued					
b	Information sheet was issued			Issued in local language		
c	Combined sheet was issued					
2	Organizational measures					
2.1	Data Protection Officer or contact person (D9.5)					
a	Do you have a Data Protection Officer or contact person for participants?			X		
b	Was this contact mentioned on the Informed Consent Forms?					
3	Technical measures					
3.1	Technical safeguard mechanisms for handling of personal data (PD) and special categories of personal data (SCOPD) (D9.6 / D9.8) (SCOPD include information such as ethnic origin, political opinions, data concerning health, etc. For more details see Article 9(1) GDPR).					
a	Did the research for this deliverable involve the collection of SCOPD? (D9.6)				X	
b	Which mechanisms were used to safeguard the personal data collected?					
	Pseudonymisation	X		Anonymisation		
	Encryption			other (<i>specify in the line below</i>)		
	access restriction	X				
3.2	Data minimisation (D9.7)					
a	Has as little as possible data been collected throughout the research process?			X		
b	If more data was collected than initially needed, did you ensure the data was deleted?					
3.3	Data profiling (D9.10)					X
a	Was or will the data collected in the deliverable be used for data profiling?					
b	Were all data subjects informed of the profiling and its possible consequences? (as part of the Inform Consent Form and the Information Sheet)					
c	Were sufficient measures in place to safeguard their fundamental rights?					
3.4	Processing of previously collected personal data (D9.11)					X
a	Did you obtain consent to use personal data from previously executed research?					



b	Are technical/organisational measures required to safeguard the rights and freedoms of the data subject according to EU and national legislation in place in your organisation?							
4	Other Issues of ethical concern							
a	Were there any other ethical considerations detected during the work of this deliverable that are not covered by the list above?			X				
b	<p>If yes, please list the concerns below and elaborate on the related counter measures in the methodology section of this document</p> <p>Potential ethical issues and/or ethical considerations</p> <ul style="list-style-type: none"> • Since this was a desk design exercise, there weren't ethical issues related to that. • The only item that required ethical considerations was the establishment of the selection criteria and selection process of LRT members. <p>Here it is necessary, according to research integrity, that criteria are established following the European Code of Conduct for Research Integrity as well as the Charter of Fundamental Rights of the EU. The issue here is how guarantee diversity within LRT members. On one hand we need to make sure that the teams are diverse and include minorities etc, but on the other hand, we cannot just accept a member in the LRT because is part of a minority, if he/she does not show the level of knowledge, skills and expertise required for the task.</p> <ul style="list-style-type: none"> • One of the ethical issues that need to be addressed adequately in the community involvement at large is attributed to gender balance. LRTs involve representatives from a community from both personal and professional perspective. Principally the Idea of Gender equality should be targeted where after men and women are equally represented in the LRTs but also in the other activities of community involvement (e.g. workshops interviews etc. Unbalances to either female or male dominated groups may occur due to restricted availabilities of participants. However, serious efforts to avoid such conditions need to be made. 							
5	Opinions/approvals provided by ethics committees and other experts							
5.1	Following documents received opinions/approvals provided by ethics committees and other experts for the research conducted for this deliverable.							
			yes	no		yes no n/a		
a	Informed Consent Forms and Information sheet	IEB			EEA			X
		DPO			LEB			
b	Questionnaires / Surveys	IEB			EEA			X
		DPO			LEB			
c	Design /Methodology of research activity	IEB			EEA			X
		DPO			LEB			



VIII. Annex B: LRT Establishment Guidelines

RESILOC LOCAL RESILIENCE TEAMS (LRT) WHAT THEY ARE AND HOW TO ESTABLISH THEM?

Document Information

Task 5.1	Communities involvement and continuous feedback
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Author(s)	ISIG – Institute of International Sociology of Gorizia
Keywords	Local resilience teams, standard establishment approach, a tool for the selection process

Rationale
<ul style="list-style-type: none"> ○ This document aims to provide to WP5 partners with a structured approach within which RESILOC Local Resilience Teams are established. ○ These guidelines are supported by an Excel-based tool that aims to ‘record’ the selection process of LRT members so to ensure both a shared standard in the practice as well as transparency of the overall process. ○ The proposal for the method of selection of candidates and the consequent establishment of the RESILOC Local Resilience Teams builds upon the tool for Civil Participation in Decision-Making of the Council of Europe (ISIG/Council of Europe, 2017), which allows for the design and implementation of engagement strategies and action plans (i.e. of citizens, stakeholders, etc.) that are tailored-made on specific contexts (e.g. communities) and topics (e.g. resilience). For this document (and related task) ISIG adapted and simplified the above-mentioned tool, also in the light of exchanges with relevant WP5 partners (WP Leader and task leaders).



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1. What are LRTS?

- Informal groups/partnerships of resilience experts/stakeholders in RESILOC local communities, established by the project.
- Such groups/partnerships represent an essential link between the project consortium and local/pilot communities and guarantee a constant exchange and feedback from the involved communities.
- LRTs members should: i) have capacities and knowledge on topics/fields related to resilience and disaster risk management, ii) have a deep knowledge on the local context they are active in (e.g. Gorizia, Tetovo, Catania, etc), iii) have a high interest/motivation to support RESILOC activities at local level (e.g. they are part of already existing mechanisms and /or organisations that are active at local level in the field of resilience, disaster management, etc.).
- LRTs need to be understood as voluntary-based support informal groups set by the project in pilot communities.

2. ROLE WITHIN RESILOC

- LRTs are active, especially in the trials & community involvement activities foreseen in WP5, but also in organising/participating to workshops (see WP3 – T 3.1), communication activities (WP6 – at least in T6.2), etc.
- LRTs are envisaged as **multipliers of project intervention** – i.e. they bring RESILOC within communities, by promoting the ‘resilience’ culture within their communities.

3. AREAS OF ACTIVITY OF LRTs

- Given the objectives and the roles envisaged for the LRTs, the following relevant areas in which LRTs will be active have been identified:
 - **Communication and Community involvement** – LRTs have an essential role in ensuring the link between the RESILOC project and the communities in pilot areas. To this end, working closely with local partners LRTs should be able to communicate efficiently to stakeholders in their communities, as well as to ensure the engagement of stakeholders and citizens in project activities, such as trials, local information campaigns, workshops for validation of project outputs, etc.
 - **Emergency and DRR Management** – LRTs support project partners in the development of the RESILOC trials. To this end, LRTs members should have both capabilities and competences that allow them to support the RESILOC team in the design and implementation of the trials, such as technical expertise in emergency management, disaster and risk reduction management, etc. within this area of activity, LRTs will also ensure that their knowledge on the local context is taken in consideration within the organisation of the trials.
 - **Ethics and Inclusion** – LRTs support local partners in ensuring the compliance with Ethics and Inclusion principles in the development of activities at local level (e.g. making sure all groups/instances in the community are reflected in the Community involvement plan, that RESILOC activities (especially communication) are developed in compliance with ethics, privacy and data protection regulation, etc.).
 - **Monitoring and evaluation** - LRTs support as well as local partners in implementing Monitoring and evaluation activities, especially for what concerns the trials, but also for the overall monitoring framework of the project.
- Given the heterogeneity of the ‘local communities’ involved in RESILOC project, each local partner will be able to indicate specific skills, both needed and



available within their local community, that best correspond to the above-mentioned areas of activity at local level. To this purpose, a Skills Matrix has been designed (i.e. please refer to LRT Selection Tool - Excel file, sheet 1 – Skills Matrix).

4. ESTABLISHMENT PROCESS

4.1. Preliminary considerations to the establishment process

- The establishment of RESILOC LRTs should aim to make the most of existing ‘resources’ and ‘knowledge’ at local level – in terms of already existing capacities, mechanisms, etc. In doing that, partners are encouraged not to duplicate existing ‘similar’ teams, but rather involving them in the project.

4.2. Standard approach in establishment of LRT and Community Involvement Plan design

- The following proposals stem from the tool for Civil Participation in Decision-Making of the Council of Europe (ISIG/CoE, 2017), which allows for the design and implementation of engagement strategies and action plans (i.e. of citizens, stakeholders, etc.) that are tailored-made on specific contexts (e.g. communities) and topics (e.g. resilience). **The tools’ main concept is that stakeholders need to be assessed against their Relevance and Interest within a specific community and on a specific topic.** For the establishment of RESILOC LRTs, the above-mentioned tool has been simplified and structured so to guide partners in selecting the future members of the LRTs (see attached Excel tool).

4.3. Standard LRT Selection Tool

- The attached Excel file is envisaged as a guiding tool for partners in the selection and establishment process of the LRTs.
- The Excel is composed of the following Sheets:
 - 0_Intro – description of how to use the Tool
 - 1_Skills Matrix – partners are requested to list, for each of the Areas of activity of the LRT, what are the individual skills and/or organisational competencies that could be relevant and available for the LRT t stake.
 - 2_Selection Tool – partners are requested to identify relevant members for the LRT and score them in terms of Relevance and Interest.
 - 3_Final Database of LRT Members – partners are requested to list the LRT selected members.

4.4. Standard process of selection

The selection process that leads to the establishment of the LRTs should be performed by WP5 partners (i.e. according to pilot areas/communities), within a group brainstorming of the team ‘responsible’ for a specific RESILOC pilot area/community.

Example:

- For the case of - West Achaia RESILOC Community.
- Suggested group for brainstorming – MWA, HMOD, NKUA.
- Partner responsible to complete the Excel tool and send results to the Task leader - MWA.



WP5 partners will transmit the results of the selection process to the Task 5.1. Leader, University of Athens. The results consist of filling in the attached Excel Tool and provide the final list of LRT members (for each pilot area/RESILOC Community).

The following steps are envisaged:

- **STEP 1 – IDENTIFY LRT SKILLS AND COMPETENCES**
 Use the attached Matrix (Excel file, Sheet 1_Skills Matrix) to describe what are the skills and competences you envisage as crucial for you LRTs. Think at skills and competencies that would support you in the RESILOC activities in your local community, such as WP5 – RESILOC trials, community engagement activities, WP6 – communication activities at local level. What other support would you need so to 'bring' RESILOC to your (pilot) community?
- **STEP 2 – IDENTIFY POTENTIAL CANDIDATES**
 For each of the Areas of activity needed for the LRT, identify potential actors /stakeholders within your community/pilot area and list them in the attached 'database' (Excel file, Sheet 2_Selection Tool). In doing so, think of the skills and competences you have identified within the previous step (i.e. Sheet 1_Skills Matrix).
- **STEP 3 – INFORM POTENTIAL CANDIDATES ABOUT THE POSSIBILITY TO JOIN THE RESILOC LRT**
 You can do that by sending emails or by inviting potential candidates to participate in a RESILOC presentation webinar for your local community. The webinar, as an alternative to public meetings and workshops, can support you in better explaining the role of the LRT within your community and within the RESILOC project. An info/promo pack that explains the project/roles/duties etc will be shared with WP5 partners soon.
- **STEP 4 – REGISTER THE EXPRESSIONS OF INTEREST OF THE POTENTIAL CANDIDATES**
 Create a registration/enrolment form that the potential members send to you as a confirmation of their interest to join the team. It may be an online registration form (e.g. using platforms such as Google Survey, Survey Monkey, etc.) or it may be seen as a reply email to your invitation.
- **STEP 5 – ANALYSE/EVALUATE THE POTENTIAL CANDIDATES**
 For each of the identified actors within the list try to assign a score (High - H, Low - L), for each of the following 2 criteria (Excel file, Sheet 2_Evaluation Tool):

 - **RELEVANCE/CAPACITY** – based on your knowledge, is this actor relevant for at least 1 of the identified areas of activity (i.e. Communication and Community Involvement, Emergency and DRR Management, Ethics and inclusion, Monitoring and Evaluation)? Does the actor have the skills, competences, preparation to contribute to RESILOC activities? Debate this within your team (e.g. for the Greek pilot area: Municipality of West Achaia, University of Athens, HMOD) and agree on how to score each candidate (High - H, Low - L),
 - **INTEREST/MOTIVATION** – consider the replies to your invitation to join the LRT. Do you expect the actor to maintain the commitment throughout the project activities? Debate this within your team (e.g. for the Greek pilot area: Municipality of West Achaia, University of Athens, HMOD) and agree on how to score each candidate (High - H, Low - L).

Who are the candidates that scored High both in terms of Relevance and interest?
- **STEP 6 – OFFICIAL ESTABLISHMENT OF THE LRTS**



-
- Draft the Final database of LRT members (Excel file, Sheet3)
 - Send the RESILOC_LRT Selection Tool to WP5 Leader – make sure that all the info are recorded (Skills matrix, Selection tool, Final Database).
 - Organise a meeting (also online) to officially welcome the teams in RESILOC.

IX. Annex C: LRT Selection Tool

0-Intro

RESILOC LRT - SELECTION TOOL		
OBJECTIVE	This tool aims to provide a standard approach in the selection process of the RESILOC LRT members. The tool will allow local partners to decide on the composition of the LRT, by taking in consideration 2 main criteria, as follows:	
	<p>1. Relevance - understood as the knowledge, expertise, power to influence, etc. of a stakeholder/potential LRT member, in terms of resilience strengthening activities.</p> <p>2. Interest – understood as the willingness of a stakeholder/potential LRT member to become part of the team, as well as his/her potential to commit to RESILOC activities.</p>	
HOW TO USE IT 3 steps approach	1. Local partners identify a list of stakeholders/actors relevant for the proposed Areas of Activity of the LRTs and that reflect best the identified skills and competencies listed in the Skills Matrix.	
	2. Local partners perform the analysis - by indicating the level of Relevance and Interest of each stakeholder	
	3. The final list of LRT members is created and shared with the WP5 partners.	
EXAMPLE	LRT Candidate	
	Mario Rossi	
	Background info on Mario Rossi	
	Mario Rossi - is a volunteer of the Search and Rescue volunteers Organisation. He has more than 20 years of experience and he is a charismatic communicator. He is highly relevant for the RESILOC LRT.	
	Mario Rossi – among the volunteers at the Search and Rescue Organisation, Mario Rossi is potentially interested to join the RESILOC LRT, as he is always prone to engage with the local community – given as well his ‘communication’ vocation/skill.	
	Selection process for Mario Rossi	
Given the experience as well as the perceived interest (or the direct expression of interest as a result of the WP5 WEBINAR, or any other request/info campaign launched by the RESILOC local partner, Mario Rossi has been assessed as highly relevant and highly interested in participating to RESILOC LRT.	Relevance (H/L)	Interest (H/L)
	H	H
Final Database		
Mario Rossi - official member of the LRT		



1 – Skills Matrix

LRT AREAS OF ACTIVITY	AIM	SKILLS & COMPETENCIES FOR THE (insert name of the pilot area) RESILOC COMMUNITY
COMMUNICATION AND COMMUNITY INVOLVEMENT	To support local partners in maintaining close contact with the pilot area community.	personal skills: organisational competences:
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	To support local partners in the design and implementation of the trials.	personal skills: organisational competences:
ETHICS AND INCLUSION	To support local partners in complying with ethical requirements (set by national or EU legal framework) as well as to guarantee that project activities are inclusive of all social groups and instances	personal skills organisational competences
MONITORING AND EVALUATION	To support local partners in performing the monitoring and evaluation of the project activities developed within the community.	personal skills: organisational competences:

Identify needed skills&competence s 'on board' of the LRTs that are the best fit for your local context	Example - Communication& Community involvement area	
The purpose of the Matrix is to share with WP5 partners what are the skills and competences you identify as relevant for and available in your local context. What are personal skills and/or the organisational competencies needed for the LRT members in your community?	New York City LRT: communication skills refer mainly to online/social media communication;	Alpine mountain community: Communication skills needed for the LRT mainly refer to public speaking and social capital, as most of the envisaged communication will be performed in public hearings, face-to-face, etc.



2- Evaluation Tool

COMMUNICATION AND COMMUNITY INVOLVEMENT	CANDIDATE FOR LRT		CRITERIA OF SELECTION		
	Typology of Stakeholder	Name of stakeholder	Domains of activity	Relevance (H/L)	Interest (H/L)
COMMUNICATION AND COMMUNITY INVOLVEMENT					
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	Mario Rossi	Search&Rescue Volunteer/First Responder	H	H	
ETHICS AND INCLUSION					
MONITORING AND EVALUATION					

3 - Final Database – Selected LRT Members

SELECTED MEMBERS OF LRTs			
Name of stakeholder	Domains of activity	Website	(Public) E-mail
Mario Rossi	Search&Rescue Volunteer/First Responder	/	/

Catania LRT

Skills Matrix

LRT - AREE DI ATTIVITÀ	OBIETTIVO	ABILITA' & COMPETENZE PER LA COMUNITÀ (inserire il nome dell'area pilota) RESILOC
COMUNICAZIONE E COINVOLGIMENTO DELLA COMUNITÀ	Sostenere i partner locali nel mantenere uno stretto contatto con la comunità dell'area pilota.	competenze personali: relazioni con la rete del volontariato territoriale costituito che collabora con la Protezione Civile del Comune di Catania per tempestivi interventi di contrasto e prevenzione dei rischi scaturenti da eventi calamitosi. Competenze in materia di comunicazione e relazioni con la cittadinanza. competenze organizzative: predisposizione piani di protezione civile e metodologie di intervento operativo; utilizzazione pagine web e sistemi informatici; competenze in materia di Sistema Integrato Territoriale della Protezione Civile di Catania .
GESTIONE DELLE EMERGENZE E DELLA RIDUZIONE DEI DISASTRI E DEI RISCHI	Sostenere i partner locali nella progettazione e nella realizzazione delle prove.	Competenze personali: progettazione delle prove e delle esercitazioni di protezione civile condivise con la rete del volontariato territoriale costituito che collabora con la Protezione Civile del Comune di Catania con particolare riferimento per rischi Idraulici e Idrogeologici; eventi alluvionali; trasporti in emergenza ecc; competenze in materia di comunicazione e relazioni con la cittadinanza. competenze organizzative : pianificazione e realizzazione delle prove e delle esercitazioni di protezione civile condivise con la rete del volontariato territoriale; esecuzione piani operativi e metodologie di intervento operativo.



ETICA E INCLUSIONE	<p>Sostenere i partner locali nel rispetto dei requisiti etici (stabiliti dal quadro giuridico nazionale o comunitario) e garantire che le attività del progetto includano tutti i gruppi e le istanze sociali.</p>	<p>competenze personali: programmazione Piani di emergenza e procedure per la gestione del Piano Emergenza. Coordinamento di enti e associazioni di volontariato per il soccorso civile e assistenza sanitaria alla popolazione. Rapporti con il volontariato; programmazione e realizzazione di attività di formazione, informazione ed esercitazioni in strutture pubbliche comunali. Competenze in materia di comunicazione e relazioni con la cittadinanza.</p> <p>competenze organizzative: Pianificazione e realizzazione dei piani di emergenza; gestione del soccorso civile; pianificazione e realizzazione formazione, informazione e esercitazione con la rete del volontariato territoriale costituito che collabora con la protezione civile del Comune di Catania.</p>
MONITORAGGIO E VALUTAZIONE	<p>Sostenere i partner locali nello svolgimento del monitoraggio e della valutazione delle attività del progetto sviluppate all'interno della comunità.</p>	<p>Competenze personali : Orientamento al risultato e problem solving; comunicazione assertiva e lavoro di gruppo; negoziazione e gestione dei conflitti; pianificazione delle attività di monitoraggio. Relazioni con la rete del volontariato.</p> <p>competenze organizzative: programmazione e pianificazione di strumenti per la rilevazione sullo stato di attuazione delle attività; pianificazione di azioni compensative per la correzione delle procedure e delle attività esecutive di progetto; pianificazione delle responsabilità e delle procedure per il team di progetto.</p>


Evaluation

AREA DI ATTIVITÀ	CANDIDATI PER LRT		CRITERI DI SELEZIONE	
	Nome dello stakeholder	Settore di competenza	Pertinenza (H/L)	Interesse (H/L)
COMUNICAZIONE E COINVOLGIMENTO DELLA COMUNITÀ	A	Protezione Civile	H	H
GESTIONE DELLE EMERGENZE E DELLA RIDUZIONE DEI DISASTRI E DEI RISCHI	B	Protezione Civile	H	H
ETICA E INCLUSIONE	C	Protezione Civile	H	H
ETICA E INCLUSIONE	D	Protezione Civile	H	H
MONITORAGGIO E VALUTAZIONE	E	Politiche Comunitarie	H	H

Selection

MEMBRI SELEZIONATI DEI LRT			
Nome dello stakeholder	Settore di competenza	Sito web	E-mail (Pubblica)
A	Protezione Civile	www.comune.catania.it	A@comune.catania.it
B	Protezione Civile	www.comune.catania.it	B@comune.catania.it
C	Protezione Civile	www.comune.catania.it	C@comune.catania.it
D	Protezione Civile	www.comune.catania.it	D@comune.catania.it
E	Politiche Comunitarie	www.comune.catania.it	E@comune.catania.it

West Achaia LRT

Skills Matrix

LRT AREAS OF ACTIVITY	AIM	SKILLS & COMPETENCIES FOR THE Municipality of West Achaia RESILOC COMMUNITY
<p>COMMUNICATION AND COMMUNITY INVOLVEMENT</p>	<p>To support local partners in maintaining close contact with the pilot area community.</p>	<p>personal skills: Good public speaking skills to targeted audiences, Social respect by the community members, Active in social media</p> <p>organisational competencies: experience in management and local administration structures</p>
<p>EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT</p>	<p>To support local partners in the design and implementation of the trials.</p>	<p>personal skills: knowledge in civil protection mechanisms</p> <p>organisational competencies: expertise on national procedures for risk reduction</p>
<p>ETHICS AND INCLUSION</p>	<p>To support local partners in complying with ethical requirements (set by national or EU legal framework) as well as to guarantee that project activities are inclusive of all social groups and instances</p>	<p>personal skills knowledge in ethics, privacy and data protection regulation</p> <p>organisational competences experience in managing local structures related to ethics or data protection</p>
<p>MONITORING AND EVALUATION</p>	<p>To support local partners in performing the monitoring and evaluation of the project activities developed within the community.</p>	<p>personal skills: previous experience in field exercises or tabletop exercises</p> <p>organisational competencies: competency in collecting, managing, analysing data</p>


Evaluation

AREA OF ACTIVITY	CANDIDATE FOR LRT		CRITERIA OF SELECTION	
	Name of stakeholder	Domains of activity	Relevance (H/L)	Interest (H/L)
ETHICS AND INCLUSION	A	Civil Protection Local	H	H
		Municipality of West Achaia		
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	B	Fire Services in Industrial Area	H	H
		Fire Major		
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	C	Fire Services in Industrial Area	H	H
		Fire Lieutenant		
MONITORING AND EVALUATION	D	Liaison between LRT and the Project	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	E	Local Hospital - First Responder	H	H
COMMUNICATION AND COMMUNITY INVOLVEMENT	F	Neighbourhood contact	H	H
COMMUNICATION AND COMMUNITY INVOLVEMENT	G	Neighbourhood contact	H	H
COMMUNICATION AND COMMUNITY INVOLVEMENT	H	Neighbourhood contact	H	H
COMMUNICATION AND COMMUNITY INVOLVEMENT	I	Neighbourhood contact	H	H
COMMUNICATION AND COMMUNITY INVOLVEMENT	J	Neighbourhood contact	H	H
COMMUNICATION AND COMMUNITY INVOLVEMENT	K	Neighbourhood contact	H	H
COMMUNICATION AND COMMUNITY INVOLVEMENT	L	Neighbourhood contact	H	H



Selection

SELECTED MEMBERS OF LRTs			
Name of stakeholder	Domains of activity	Website	(Public) E-mail
A	Civil Protection Local Municipality of West Achaia		
B	Fire Services in Industrial Area Fire Major		
C	Fire Services in Industrial Area Fire Lieutenant		
D	Liaison between LRT and the Project		
E	Local Hospital - First Responder		
F	Neighbourhood contact		
G	Neighbourhood contact		
H	Neighbourhood contact		
I	Neighbourhood contact		
J	Neighbourhood contact		
K	Neighbourhood contact		
L	Neighbourhood contact		



Gorizia LRT

Skills matrix

LRT AREAS OF ACTIVITY	AIM	SKILLS & COMPETENCIES FOR THE GORIZIA RESILOC COMMUNITY
COMMUNICATION AND COMMUNITY INVOLVEMENT	To support local partners in maintaining close contact with the pilot area community.	<ul style="list-style-type: none"> •Capacity to communicate at CBC level (i.e. Slovenian language skills, networking with CBC associations,..) • Capacity to interact with main media actors at local and regional level (e.g. local and regional newspapers, TV, radio, etc.); • Capacity to organise and facilitate online events; • Facilitation skills (e.g. workshops, webinars, etc.); • Knowledge of the local context in terms of 'communication culture'; • Public speaking (e.g. public events, awareness-raising seminars/webinars); • Social media communication skills; • Writing skills (i.e. drafting press-releases, articles, briefings and reports).
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	To support local partners in the design and implementation of the trials.	<ul style="list-style-type: none"> • Capacity to coordinate with relevant actors and agencies at local level; • Experience with management of First Response and Emergency situation at local and cross-border level; • Technical skills and capacities related to the design and implementation of actions related to emergency management.
ETHICS AND INCLUSION	To support local partners in complying with ethical requirements (set by national or EU legal framework) as well as to guarantee that project activities are inclusive of all social groups and instances	<ul style="list-style-type: none"> • Knowledge of Ethical and legal frameworks at local/regional/national and EU level - with particular reference to the design and implementation of the trials; • Knowledge of social inclusion and diversity policy and legal frameworks.
MONITORING AND EVALUATION	To support local partners in performing the monitoring and evaluation of the project activities developed within the community	<ul style="list-style-type: none"> • Project management skills; • Social research background; • Writing skills - report drafting


Evaluation

AREA OF ACTIVITY	CANDIDATE FOR LRT		CRITERIA OF SELECTION	
	Typology of Stakeholder	Name of stakeholder	Domains of activity	Relevance (H/L)
COMMUNICATION AND COMMUNITY INVOLVEMENT	Let's GO Europe!	Communication, project management, citizens involvement	H	
	Punto Giovani	Communication, Networking, capacity building	H	
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	Civil Protection Municipal Service	First responders	H	
	COC - Operational Municipal Center	Municipal Emergency operational structure/committee	H	
	Civil Protection Volunteering Groups	First responders	H	
ETHICS AND INCLUSION	Legal expert of the Municipality of Gorizia	Legal advice	H	
	Volunteering/Cultural associations	Minorities groups representation	H	
	Civil Society Organisations	Minorities rights protection	H	
MONITORING AND EVALUATION	Let's GO Europe!	Communication, project management, citizens involvement	H	
	Students Associations	Communication, project management, citizens involvement	H	
	Statistical Municipal Office	Social research	H	

Selection

SELECTED MEMBERS OF LRTs			
Name of	Domains of	Website	(Public)



stakeholder	activity		E-mail
Let's GO Europe!	Communication, project management, citizens involvement	http://www3.comune.gorizia.it/it/let's-go-europe	
Punto Giovani	Communication, Networking, capacity building	http://puntogiovanigo.altervista.org/info/	
Civil Protection Municipal Service	First responders	http://www3.comune.gorizia.it/it/protezione-civile-0	
COC - Operational Municipal Center	Municipal Emergency operational structure/committee	http://www3.comune.gorizia.it/it/protezione-civile-0	
Civil Protection Volunteering Groups	Civil Protection Volunteering Groups	First responders	
Italian Red Cross - Gorizia branch	Volunteering/ First responders	https://www.facebook.com/Croce-Rossa-Italiana-Comitato-di-Gorizia-353245716532/about/?ref=page_internal&path=%2FCroce-Rossa-Italiana-Comitato-di-Gorizia-353245716532%2Fabout%2F	
Statistical Municipal Office	Scientific analysis and divulgation	http://www3.comune.gorizia.it/it/ufficio-statistica	



Tetovo LRT

Skills matrix

LRT AREAS OF ACTIVITY	AIM	SKILLS & COMPETENCIES FOR THE TETOVO VILLAGE RESILOC COMMUNITY
<p>COMMUNICATION AND COMMUNITY INVOLVEMENT</p>	<p>To support local partners in maintaining close contact with the pilot area community.</p>	<p>personal skills:</p> <ol style="list-style-type: none"> 1. Respected in the community 2. Good public speaking skills in front of large groups - previous experience in public speaking, regardless of the type of event (cultural, sports, political, etc.) 3. Social activity - an active person with a good history of participation in local events, regardless of type, active participation in local groups and organizations 4. Online communication skills, minimum - basic skills for using social media 5. Computer skills (at least basic skills) <p>organisational competences:</p> <ol style="list-style-type: none"> 1. Leadership skills - good history of an organizer and / or one of the organizers of public events in the community, regardless of the type (cultural, sports, political, other) 2. Organizational skills - proven skills in managing other people. Professional or civic experience as a leader of formal or informal structures 3. Analytical skills



<p>EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT</p>	<p>To support local partners in the design and implementation of the trials.</p>	<p>personal skills:</p> <ol style="list-style-type: none"> 1. Knowledge of the disaster response system 2. Knowledge and / or skills in any of the specific areas of disaster management: fires, floods, epidemics, CBRN, medical care, risk management, others 3. Knowledge / Understanding of vulnerabilities and risks in the community 4. Analytical skills 5. Technical capabilities for maintenance and management of equipment, maintenance and restoration of buildings and facilities. <p>organisational competences:</p> <ol style="list-style-type: none"> 1. In-depth knowledge or previous experience in any of the units involved in disaster response, e.g.: rescue services, crisis management headquarters, military units, utilities, voluntary formations, or other types of formations that practically provide/provided assistance in emergencies 2. Knowledge, skills or practical experience in risk assessment
<p>ETHICS AND INCLUSION</p>	<p>To support local partners in complying with ethical requirements (set by national or EU legal framework) as well as to guarantee that project activities are inclusive of all social groups and instances</p>	<p>personal skills</p> <ol style="list-style-type: none"> 1. Respected in the community 2. Social activity - an active person with a good history of participation in local events, regardless of type, active participation in local groups and organizations 3. Computer skills (at least basic skills) 4. Previous experience on the topic will be an asset <p>organisational competences</p> <ol style="list-style-type: none"> 1. Leadership skills - good history of an organizer and / or one of the organizers of public events in the community, regardless of the type (cultural, sports, political, other) 2. Organizational skills - proven skills in managing other people. Professional or civic experience as a leader of formal or informal



		<p>structures 3. Analytical skills</p>
<p>MONITORING AND EVALUATION</p>	<p>To support local partners in performing the monitoring and evaluation of the project activities developed within the community.</p>	<p>personal skills: 1. Experience or qualification in previous activity related to monitoring and evaluation, projects or other initiatives 2. Skills for working with data / statistical, other, quantitative and qualitative indicators, summarizing and analysing 3. Ability to track processes</p> <p>organisational competences: 1. Organizational skills - proven skills in managing other people. Professional or civic experience as a leader of formal or informal teams 2. Analytical skills</p>

Evaluation

AREA OF ACTIVITY	CANDIDATE FOR LRT		CRITERIA OF SELECTION	
Typology of Stakeholder	Name of stakeholder	Domains of activity	Relevance (H/L)	Interest (H/L)
COMMUNICATION AND COMMUNITY INVOLVEMENT	A	Secretary of the Tetovo Town Hall	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	B	Chairperson of agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	C	Agriculture company owner	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	D	Driver of heavy machinery in an agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	E	Maintenance and operator of heavy machinery in an agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	F	General worker - maintenance of the Tetovo Town Hall	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	G	Driver of heavy machinery in an agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	H	General worker - maintenance of the Tetovo Town Hall	H	H
ETHICS AND INCLUSION	I	Chairperson of local cultural institution	H	H
MONITORING AND EVALUATION	J	Accountant in an agriculture cooperative	H	H



EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	K	Storage worker	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	L	Accountant	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	M	Driver of heavy machinery in agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	N	Driver of heavy machinery in agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	O	Driver of heavy machinery in agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	P	Driver of heavy machinery in agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	Q	Driver of heavy machinery in agriculture cooperative	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	R	Operator on seed storage	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	S	Driver of heavy machinery in agriculture cooperative	H	H


Selection

SELECTED MEMBERS OF LRTs			
Name of stakeholder	Domains of activity	Website	(Public) E-mail
A	Secretary of the Tetovo Town Hall	N/A	
B	Chairperson of agriculture cooperative	N/A	
C	Agriculture company owner.	N/A	
D	Driver of heavy machinery in an agriculture cooperative	N/A	
E	Maintenance and operator of heavy machinery in an agriculture cooperative	N/A	
F	General worker - maintenance of the Tetovo Town Hall	N/A	
G	Driver of heavy machinery in an agriculture cooperative	N/A	
H	General worker - maintenance of the Tetovo Town Hall	N/A	
I	Chairperson of local cultural institution	N/A	
J	Accountant in an agriculture cooperative	N/A	
K	Storage worker	N/A	
L	Accountant	N/A	



M	Driver of heavy machinery in agriculture cooperative	N/A	
N	Driver of heavy machinery in agriculture cooperative	N/A	
O	Driver of heavy machinery in agriculture cooperative	N/A	
P	Driver of heavy machinery in agriculture cooperative	N/A	
Q	Driver of heavy machinery in agriculture cooperative	N/A	
R	Operator on seed storage	N/A	
S	Driver of heavy machinery in agriculture cooperative	N/A	
K	Storage worker	N/A	



Kamnik LRT

Skills Matrix

LRT AREAS OF ACTIVITY	AIM	SKILLS & COMPETENCIES FOR THE Kamnik RESILOC COMMUNITY
COMMUNICATION AND COMMUNITY INVOLVEMENT	To support local partners in maintaining close contact with the pilot area community.	<p>personal skills: communicativeness, positive approach, professionalism, high dedication to work, ability to work in a team, high ethical standards</p> <p>organisational competencies: knowing the area of civil protection on local level, professionalism, able to organise and communicate events</p>
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT	To support local partners in the design and implementation of the trials.	<p>personal skills: communicativeness, positive approach, professionalism, high dedication to work, ability to work in a team, knowing the resilience at local level, knowledge of the resilience indicators (UN Resilient City Campaign, Sendai Framework for Disaster Risk Reduction)</p> <p>organisational competencies: knowing the area of civil protection on local level, professionalism, organisation and communication of events, civil protection exercises and trials,</p>
ETHICS AND INCLUSION	To support local partners in complying with ethical requirements (set by national or EU legal framework) as well as to guarantee that project activities are inclusive of all social groups and instances	<p>personal skills: communicativeness, positive approach, professionalism, high dedication to work, ability to work in a team, high ethical standards</p> <p>organisational competencies: knowing the area of civil protection on local level, professionalism, organisation and communication of events, civil protection exercises and trials</p>
MONITORING AND EVALUATION	To support local partners in performing the monitoring and evaluation of the project activities developed within the community.	<p>personal skills: communicativeness, positive approach, professionalism, high dedication to work, ability to work in a team, high ethical standards</p> <p>organisational competencies: knowing the area of civil protection on local level, professionalism, organisation and communication of events, civil protection exercises and trials, organisation of civil protection exercises' evaluation and elaboration</p>

Evaluation

AREA OF ACTIVITY	CANDIDATE FOR LRT		CRITERIA OF SELECTION		
	Typology of Stakeholder	Name of stakeholder	Domains of activity	Relevance (H/L)	Interest (H/L)
COMMUNICATION AND COMMUNITY INVOLVEMENT		We already have a person envisaged for this area of activity, but since we haven't discussed her potential involvement yet, we've just put the description of her skills in the D5.1 for Kamnik	Public communication, social media, organisation of events/Teamwork	H	H
		X/ACDPR	Technical and information support to the whole LRT and especially to the person in charge for communication and community involvement with RESILOC IT tools, a GIS expert who will support the LRT team with the knowledge of the use of different RESILOC IT solutions	H	H
EMERGENCY AND DISASTER/RISK REDUCTION MANAGEMENT		A/B	Civil Protection Expert/ Prevention and DRR expert/Teamwork	H	H
ETHICS AND INCLUSION		We already have a person envisaged for this area of activity, but since we haven't discussed her potential involvement yet, we've just put the description of her skills in the D5.1 for Kamnik	Ethics/Community knowing/Civil Protection Knowing/Municipality knowing	H	H



MONITORING AND EVALUATION	We already have a person envisaged for this area of activity, but since we haven't discussed her potential involvement yet, we've just put the description of her skills in the D5.1 for Kamnik	Civil Protection Expert/ Prevention and DRR expert/Teamwork	H	H
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Selection

SELECTED MEMBERS OF LRTs			
Name of stakeholder	Domains of activity	Website	(Public) E-mail
A	Civil Protection Expert/ Prevention and DRR expert/Teamwork		
B	Civil Protection Expert/ Prevention and DRR expert/Teamwork		
TBD	Ethics/Community knowing/Civil Protection Knowing/Municipality knowing		
TBD	Public communication, social media, organisation of events/Teamwork		
TBD	Civil Protection Expert/ Prevention and DRR expert/Teamwork	/	/
X	Technical and information support to the whole LRT and especially to the person in charge for communication and community involvement with RESILOC IT tools, a GIS expert who will support the LRT team with the knowledge of the use of different RESILOC IT solutions		