

## Meeting of the ISDR Asia Partnership

**Dates:** 24-26 March 2010

**Venue:** Amari Watergate Hotel, Bangkok Meeting Room C, 7<sup>th</sup> Floor

### **Background:**

This first meeting of the ISDR Asia Partnership in 2010 will focus on the next cycle of HFA progress reporting, HFA Mid-term review the process and implications, and the preparations for the Fourth Asian Ministerial Conference on Disaster Risk Reduction, which will be hosted by the Republic of Korea in October 2010. The agenda will be framed for action in particular by the three IAP working groups (WG), namely: (1) the WG on regional mapping of DRR initiatives; (2) the WG on regional HFA reporting and, (3) the WG on preparations for the next Asian Ministerial Meeting. In addition, the meeting will also provide an opportunity for IAP members to exchange some recent experiences and core developments in their DRR work in the region as a useful approach to keep each other informed in the spirit of true partnership building.

### **Meeting Objectives:**

#### **Part 1: Working Group on HFA Reporting**

Participants will be provided with a hands-on-experience of the changes in the HFA monitoring tool. This session will focus on introducing the process of HFA progress review and reporting for the biennium 2009-2011 in Asia region. A total of 102 governments used the HFA Monitor in 2007-09, and an analysis of approximately 62 reports was included in the Global Assessment Report 2009. This analysis highlighted the key trends and challenges in progress towards the HFA, illustrated with examples from all regions. After due consultation and feed back from the key stakeholders, the HFA monitor tool used in the 2007-09 reporting period has undergone several enhancements. The aim of this workshop is to orient the key stake holders on the HFA progress review process; the set of indicators and means of verifications; and on the online 'HFA Monitor' system.

#### **Part 2: Working Group on Asian Ministerial Conference**

Led by the Government of the Republic of Korea, participants will discuss the agenda and next steps in preparation of the 4<sup>th</sup> Asian Ministerial Conference on DRR to be held in Incheon, Republic of Korea in October 2010. This session would further provide an update on the preparation for the conference and discuss towards the declaration.

#### **Part 3: Working Group on Regional Mapping**

**Regional Mapping:** The Working Group on Regional Mapping will present an update on Regional Mapping of DRR Initiatives and seek comments and feed-back on the implementation so far from participants; this session will as well look into optimization of Prevention web usage and analyze the outcomes of a recently conducted Knowledge demand study.

## Part 4: Briefing by Partners

In this session partners will provide short briefings on ongoing or upcoming programmes and initiatives relevant to IAP members, which include ASEAN, APEC, UNEP, ESCAP etc.

### Participants:

#### Country Participants

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#### Presentations and background documents:

You may visit <http://www.unisdr-apps.net/confluence/x/L4GE> to download presentations and related background documents for the upcoming meeting;

Documents for certain sessions may not be available as we are regularly updating the page. Hence we would request you to come back to the link, if you were not able to find particular documents, or kindly drop us a mail at [isdr-bkk@un.org](mailto:isdr-bkk@un.org);

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## Agenda:

### 24<sup>th</sup> March 2010 – Day One

09:00-09:15

**Opening Session:**

- Welcome address
- Overview of the workshop & participants introduction

	<b>HFA Mid-Term Review</b>
<b>Session 1</b>	<b>Chair: Dr. Yeon-Soo Park, Administrator, NEMA, Republic of Korea</b>
<b>09:15 - 09:30</b>	<b>Overview of the Hyogo Framework for Action: 2005 – 2015 and rationale for periodic review and monitoring at the national level</b>  <i>Jerry Velasquez</i>
<b>09:30 – 10:30</b>	Presentation of the <b>Hyogo Framework for Action Mid-Term Review</b> <i>Facilitated by Letizia Rossano</i>
<b>10:30 – 10:45</b>	<b>COFFEE BREAK</b>
<b>10:45 – 12:00</b>	<b>Group discussion</b> <i>Facilitated by Letizia Rossano</i>
<b>12:00- 12:30</b>	Presentations by Group leaders
<b>12:30 – 14:00</b>	<b>LUNCH @ Promenade (4<sup>th</sup> Floor)</b>
	<b>IAP Working Group on AMCDRR</b>
<b>Session 2</b>	<b>Chair: Minister Abdullah Shahid, NDMC, Maldives</b>
<b>14:00 – 14:45</b>	Presentation on <b>4<sup>th</sup> AMCDRR</b> <i>Dr. Yeon-Soo Park, Administrator, NEMA, Republic of Korea</i>
<b>14:45 – 15:00</b>	<b>Q&amp;A</b>
<b>15:00 – 15:15</b>	<b>COFFEE BREAK</b>
<b>15:15 – 16:15</b>	Group exercise: Discussion on the <b>Declaration and road map</b> <i>Facilitated by Jerry Velasquez</i>
<b>16:15 – 16:45</b>	Presentation by groups leaders
<b>16:45- 16:55</b>	Briefing on the outcomes of Asian Conference on Disaster Reduction 2010 – <b>Mr. Atsushi Koresawa</b>
<b>16:55 – 17:00</b>	<b>Next steps and closing remarks</b>
<b>15:00 – 15:15</b>	<b>Side Meeting –Republic of Korea and Senior officials from Governments (By Invitation) @ BANGLUNG Room, 7<sup>th</sup> Floor</b>

## 25<sup>th</sup> March 2010 – Day Two

<b>IAP Working Group on HFA</b>	
<b>Orientation on HFA progress review process 2009- 2011</b>	
<b>Chair: Atty. Priscilla P. Duque, NDCC, Philippines</b>	
<b>Session 3</b>	
<b>09:00 – 09:15</b>	<b>Recap of day 1</b> <b>Introduction of agenda</b> for Day 2 <i>Jerry Velasquez</i>
<b>09:15 – 10:00</b>	Reflection on <b>2007-09 HFA progress review and monitoring process:</b>  <b>What worked and what did not –</b> <i>Presentation by Madhavi Ariyabandu – 15 min</i> <i>Presentation by Rajesh Sharma - 15 min</i>  Presentation & Questions from the Plenary
<b>10:00- 10:45</b>	<b>Process and mechanics of 2009- 2011 HFA progress review process</b> Presentation followed by discussion  <i>Presentation by Sujit Mohanty</i>
<b>10:45 – 11:00</b>	<b>COFFEE BREAK</b>
<b>11:00-13:00</b>	<b>Indicators to measure progress in DRR and HFA implementation</b> <input type="checkbox"/> Presentation on the proposed set of indicators and means of verifications – <i>Sujit Mohanty – 15 min</i> <input type="checkbox"/> Group exercise (to enhance understanding of the effective use of indicators) – <i>Facilitated by Madhavi Ariyabandu</i>
<b>13:00 – 14:00</b>	<b>LUNCH @ Promenade (4<sup>th</sup> Floor)</b>
<b>14:00 – 14:30</b>	Presentation by group leaders
<b>Session 4</b>	<b>The Online ‘HFA Monitor’</b>
	<b>Chair: Mr. Obanyak Ravi, NDM, MHA, Govt of India</b>
<b>14:30 – 15:15</b>	Presentation and walkthrough of the enhanced <b>web based monitoring system-</b> <i>Presentation by Sujit Mohanty</i>
<b>15:15 – 15:30</b>	<b>COFFEE BREAK</b>
<b>15:30 – 16:30</b>	<b>The national level HFA progress review process</b> Presentation: Group exercise: Defining steps and process of the national level monitoring process with a strong emphasis on multi stakeholder collaborative approach – <i>Facilitated by Rajesh Sharma</i>
<b>16:30 – 16:45</b>	Presentation by group leaders
<b>16:45 – 17:00</b>	Wrap up
<b>17:00 - 18:30</b>	<b>Special Session – APDR Authors Meeting @ Plenary</b>
<b>18:30 – 19:30</b>	<b>Cocktail reception &amp; <u>Launch of Local Words in Action</u> Publication @ Garden Area 8th Floor</b>

## 26<sup>th</sup> March 2010 – Day Three

<b>Session 5</b>		<b>IAP Working Group on Regional Mapping</b>
<b>Section 1</b>		<b>Chair: Mr. Adthaporn Singhawichai, DDPM, Government of Thailand</b>
09:00 - 10:00		Outcomes of the <b>Knowledge Demand Study</b> – DRR Mapping ( <i>Presentation by Serafin Taliyson</i> )
10:00- 10:30		<b>Prevention Web</b> ( <i>Presentation by Sarah Wade Hutman</i> )
<b>10:30- 10:45</b>		<b>COFFEE BREAK</b>
10:45 - 11:30		<b>Regional Stocktaking initiative</b> ( <i>Presentation by Loy Rego</i> )
<b>Session 6 (Section 1)</b>		<b>Updates by Partners</b>
11:30 – 12:00		<b>UNISDR Evaluations</b> – recommendations and priorities ( 20 Minutes) ( <i>Presentation by Jerry Velasquez &amp; Zulqarnain Majeed</i> )
12:00 – 12:15		<b>Adaptation Knowledge Platform</b> – UNEP ( <i>Presentation by Mahesh Pradhan</i> )
12:15 – 12:30		Outcomes of the <b>DRR-CCA Enabling Environment Study</b> ( <i>Presentation by A R Subbiah</i> )
12:30 – 12:45		<b>Asia Pacific Disaster Report</b> ( <i>Presentation by Yuichi Ono</i> )
12:45 – 13:00		<b>Q &amp; A</b>
<b>13:00 – 14:00</b>		<b>LUNCH @ Promenade (4<sup>th</sup> Floor)</b>
<b>Section 6 (Section 2)</b>		<b>Chair: Mr. Niamatullah Khan, NDMA, Government of Pakistan</b>
14:00 – 14:15		<b>Asia Regional Task Force on Urban Risk Reduction &amp; Safer cities campaign</b> ( <i>Presentation by Yuki Matsuoka</i> )
14:15 – 14:30		<b>1,000,000 Safe Schools and Hospitals Initiative</b> ( <i>Presentation by Abhilash Panda</i> )
14:30 – 14:45		<b>Presentation on GAR 11 utilization study</b> – Duryog Nivaran ( <i>Presentation by Vishaka Hidellage</i> )
14:45 – 15:00		<b>Q &amp; A</b>
<b>15:00 - 15:15</b>		<b>COFFEE BREAK</b>
15:15 – 15:30		<b>Brief on ESCAP DRR activities</b> ( <i>Presentation by Sanjaya Srivastava</i> )
15:30 – 15:45		<b>Briefing on Regional Crisis Prevention and Recovery Programme</b> – UNDP RCB ( <i>Presentation by Rajesh Sharma</i> )
15:45 - 16:00		<b>Brief statement on European Union-DRR</b> ( <i>Presentation by David Verboom</i> )
16:00 – 16:15		<b>Q &amp; A</b>
16:15 - 16:30		<b>Briefing by AUSAID</b> ( <i>Presentation by Jennifer Clancy</i> )
16:30 – 16:45		<b>Briefing by APEC</b> ( <i>Presentation by Vincent Jin –Yeng Liu</i> )
16:45 – 17:00		<b>Briefing by ASEAN</b> ( <i>Presentation by Marqueza Reyes</i> )
17:00 – 17:15		<b>Q &amp; A</b>
<b>17:15 ~</b>		<b>Closing Remarks</b>

**Administrative information (for participants sponsored by UNISDR) :**

**Schedule and venue of the meeting**

The workshop will be held at Amari Watergate Hotel, Bangkok. The plenary will be organized at Meeting Room C, 7<sup>th</sup> Floor.

**Travel arrangements**

UNISDR will provide travel support (round trip air ticket by the most direct route **in economy class only**) and daily subsistence allowance to cover expenses (see below) of the sponsored participants. The UNISDR meeting secretariat will contact the sponsored participants directly in connection with travel arrangements. The air ticket will be issued by UNDP Country Offices from the specified duty station of sponsored participants or by Travel Agent, UNESCAP.

The National Emergency Management Agency (NEMA), Republic of Korea, will provide only air ticket for some participants which UNISDR will facilitate the travel arrangement based on UN Rules and Regulations mentioned above. UNISDR secretariat will contact directly the participants on the booking and the e-ticket will be sent directly from UN Travel Agent.

The sponsored participants either the UNISDR or the NEMA are not authorized to purchase their own ticket. **The request of reimbursement of ticket bought by sponsored participants is not permissible under UN rules.**

**Logistical arrangements**

Applicability: The sponsored participant for the 1<sup>st</sup> meeting of the ISDR Asia Partnership (IAP) in 2010 on 24-26 March 2010.

It is recommended that the participants arrive to Bangkok on 23 March 2010 for attending the 1<sup>st</sup> meeting of the ISDR Asia Partnership (IAP) in 2010 on 24-26 March 2010 and depart from Bangkok on 27 March 2010.

The following arrangements will be made by the UNISDR for the participants:

Standard single rooms have been reserved at Amari Watergate Hotel, Bangkok from 23-26 March 2010, with the following provisions:

Date	Breakfast	Lunch	Dinner	Accommodation
23 March	Arrival			Allowance
24 March	Allowance	Provided	Allowance	
25 March	Allowance	Provided	Provided	
26 March	Allowance	Provided	Allowance	
27 March	Departure			

The allowance will tentatively be paid in cash at the hotel on 24 March 2010 according to UN Rules and Regulations. Expenses aside from meals provided will be charged to the participants' personal account. For participants who wish to stay beyond 26 March 2010, expenses will be to their personal account.

The participants should pay the hotel bill and airport transfer, directly. The allowance paid to participants also covers all miscellaneous expenses; for example, visa fee, airport transfer and etc.

The participants should contact directly the hotel reservation and airport transfer to our hotel focal point below;

**Ms. Kanokwan Tangkiattrakul**

Convention Service Manager

Amari Watergate Bangkok

847 Petchburi Road, Bangkok 10400, Thailand

Tel : +66 (0) 2653 9000 Ext. 5108

Fax : +66 (0) 2653 9045

Mobile : +66 (08) 1928 0069

Email : [cc2@watergate.amari.com](mailto:cc2@watergate.amari.com)

Website : [www.amari.com](http://www.amari.com)

Airport transfer to the venue for the meeting will be charged to participants' account by the hotel. This is covered by extra DSA for miscellaneous as mentioned above.

**Please ensure that details of sponsored participants are forwarded to the UNISDR no later than 9 March 2010.**

Participants, who request sponsorship and provide information after 9 March 2010 but before 12 March 2010, UNISDR can only provide the air ticket, and will not be able to process the DSA due to time constraint. In such cases participants will have to pick up (settle) all expenses on their own **account and** request for reimbursing the allowance after the meeting. **UNISDR will not entertain any request for sponsorship after 12 March 2010.**

**Allowance payment/reimbursement**

The following documents need to be submitted to the UNISDR secretariat for collecting the allowance (DSA).

1. Copy of air ticket/e-ticket and/or ticket stump
2. Original boarding pass(es)
3. Copy of Passport with Immigration Stamp

The participants need to provide the above mentioned documents at registration desk no later than 25 March 2010 before the meeting start.

The sponsored participants, whose the registration form reached UNISDR after 9 March, will have to settle all bills from their own pocket and seek payment of the DSA from UNISDR by submitting the following documents after the completion of the meeting:

1. Signed UN Travel Claims Form (F.10 Form)
2. Payment Instruction Form
3. Copy of air ticket/e-ticket and/or ticket stump
4. Original boarding pass(es)
5. Copy of Passport with Immigration Stamp
6. Original Hotel Receipt

Please note that the **ORIGINAL** documents needs to be submitted to the UNISDR by post. **THE INVOICE IS NOT APPLICABLE TO BE USED AS RECEIPT.** The UNISDR is able to proceed with the reimbursement after receiving the complete documents.

**Hotel room rate**

Standard (Single)	THB 2,800 net including breakfast (approximately USD 70)
Airport transfer	THB 1,605 net/car/1 way (Airport/Hotel or Hotel/Airport) or

Participants need to provide credit card guarantee to the hotel when checking-in and pay the hotel directly after completion for the meeting.

**Currency and exchange rate**

UN Exchange Rate as of 4 March 2010, 1 US Dollar is equivalent to THB 33.12. (Thai Baht)

**Working language**

The working language of the meeting will be English. No simultaneous translation will be provided.

**Immigration requirements**

Please check with Embassy of the Royal Thai Embassy in your respective countries for individual country visa requirements. Visa fee has already included in miscellaneous expenses in the allowance provided.

Local standard time is GMT/UTC + 07:00 hour

**Contact persons**

For further administrative information, please contact:

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