

## **Call for Concept Note for Special Events**

### **Guidelines for Preparing and Submitting Concept Notes**

The broad objective of the conference is:-

Identify concrete actions to rollout Sendai Framework for DRR 2015-2030 with meaningful participation and contributions by persons with disabilities and their organizations in its planning, implementation, monitoring and reporting process.

The main theme is:-

Disability inclusive Disaster Risk Management in Post 2015 DRM Agenda.

To support the main theme of the Conference, the Scientific Committee has identified a set of sub-thematic areas. These are as follows:

1. Voices and roles of persons with disabilities and Disabled People's Organizations (DPOs) in Disaster Risk Management (DRM).
2. DRM for the most at risks including Persons with Neuro developmental disability, Mental health, and other persons with profound disabilities;
3. Women, Children & Youths with disabilities in DRM.
4. Innovative and inclusive practices on Disaster Risk Management (DRM), Crises Management/Humanitarian Actions and Climate Change Adaptation (CCA);
5. National and Local government in DRM and Crises Management (Humanitarian Response);
6. Importance of (a) research and studies; (b) technology and accessible information management system in DRM.
7. From Practice to Policy Support: Considering disability inclusion in improving basic services in DRM, for example (a) water-supply, (b) sanitation, (c) health, (d) education, (e) livelihood.
8. Disability inclusion as a vector (carrier) for stronger inclusive community resilience including recovery and reconstruction.

### **For submission of Concept Note for Special Events:**

The Concept note for Special Events should be in line with the Theme and Sub-themes of the Conference. It should try to make a link to the broad objective of the conference. Papers should be based on practical experiences, and not only on hypothesis. It should cover on situation, practices, experiences, learning and make recommendations. The Scientific committee encourages highlighting self help initiatives, meaningful participation and contributions by persons with disabilities in any of the topics concerned.

Applicants must mention number of speakers, method and intended time duration for the Special Events. The average time allocated for one special event shall be 90 minutes. Each special event will be allocated against a contribution of fees in-between US\$ 2,500 to US\$ 3,500 subject to size of room and time duration.

# **Dhaka Conference on Disability & Disaster Risk Management**

**December 12-14, 2015 Dhaka, Bangladesh**



## **Size of Concept notes and Presentations:**

The concept note should be prepared within 250 (two hundred and fifty) words and should touch on the major areas of the main presentation.

## **Submission of Concept Note for Special Events:**

Please submit Concepts using the specified form only. Photocopies will also be accepted. However, it is advisable to send the Concepts by E-mail or hand delivery. Where that is not possible, it could be mailed by Express mail, Under Certificate of Posting, or Registered Post.

### **Deadline for Submission of Concepts:**

**Concepts should reach the Secretariat by Thursday, the 15<sup>th</sup> of October 2015**

**Date Extended to the 30<sup>th</sup> of October 2015**

## **Selection, Notification and Payment of fees:**

The Scientific Committee will select concepts for special events on the basis of the contents and merit. The decision of the Scientific Committee in this regard will be treated as final.

Selected Special Event applicants shall be notified by E-mail by **Friday, October 30<sup>th</sup> 2015**. **Date Extended to the 7<sup>th</sup> of November 2015**

### **Deadline for Submission of Fees for Special Events:**

**Sunday, the 15<sup>th</sup> of November 2015**

**Dhaka Conference on  
Disability & Disaster Risk Management**  
December 12-14, 2015 Dhaka, Bangladesh



**Conference Secretariat:**

**NFOWD**

House # 1107-A/1105-B  
Baitul Aman Cooperative Housing Society Ltd.  
Ring Road, Uttar Adabor  
Dhaka-1207, Bangladesh

**E-mail:** [inquiry@dhakaconference2015.org](mailto:inquiry@dhakaconference2015.org)

**CONCEPT SUBMISSION FORM FOR SPECIAL EVENTS**

*(Please type or print)*

Name			
Designation			
Organization			
Main Sub-theme			
Does it also cover other sub-themes? If yes, which ones?			
Title of Special Event			
Logistics required for presentation			
Any other assistance required?			
Number of Speakers			
Time required			
Room Requested	Large – US \$ 3,500 BDT 275,000	Medium – US \$ 3,000 BDT 250,000	Small – US \$ 2,500 BDT 200,000
<b>CONCEPT &amp; DESIGN</b>			