

**C.103/2009/LC**

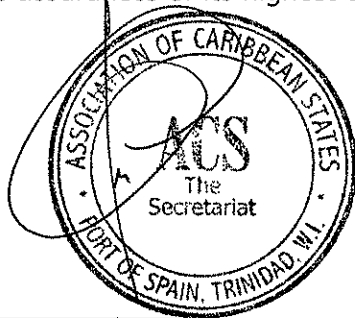
The **Secretariat of the Association of Caribbean States (ACS), Directorate for Transport and Disaster Risk Reduction**, presents its compliments to the **Honourable Ministries, Secretariats and other Departments of Foreign Affairs of all ACS Members**, as well as **Focal Points in the area of Disaster Risk Reduction** and the **Conference Bodies<sup>1</sup> of the ACS High-Level Conference on Disaster Reduction**.

The Secretariat has the honour to refer to the 17<sup>th</sup> Meeting of the Special Committee on Disaster Risk Reduction, which will be held at the ACS Headquarters in Port of Spain, Republic of Trinidad and Tobago, on 29<sup>th</sup> May 2009.

In this regard, the Secretariat is pleased to transmit the following documents:

- Draft agenda
- Report of the 7<sup>th</sup> Meeting of the Technical Group
- Registration form
- Hotel information

The **Secretariat of the Association of Caribbean States** avails itself of this opportunity to renew to the **Honourable Ministries, Secretariats and other Departments of Foreign Affairs of all ACS Members**, as well as **Focal Points in the area of Disaster Risk Reduction** and the **Conference Bodies of the ACS High-Level Conference on Disaster Reduction**, the assurances of its highest consideration.



**Port of Spain, 4<sup>th</sup> May 2009**

---

<sup>1</sup> Caribbean Disaster Emergency Response Agency (CDERA), Coordination Centre for the Prevention of Natural Disasters in Central America (CEPRENAC), Economic Commission for Latin America and the Caribbean (ECLAC), Inter-American Development Bank (IADB), International Federation of Red Cross and Red Crescent Societies (IFRC), Pan American Health Organisation (PAHO), United Nations Development Programme (UNDP), United Nations International Strategy for Disaster Reduction (ISDR), United Nations Office for the Coordination of Humanitarian Affairs (OCHA).



ASSOCIATION OF CARIBBEAN STATES  
ASOCIACION DE ESTADOS DEL CARIBE  
ASSOCIATION DES ETATS DE LA CARAIBE

**ACS/2009/DRR.17/WP/PA**

Last modification: 26 March 2009

Original language: English

## **ASSOCIATION OF CARIBBEAN STATES (ACS)**

### **17<sup>TH</sup> MEETING OF THE SPECIAL COMMITTEE FOR DISASTER RISK REDUCTION**

Port of Spain, Trinidad and Tobago, 29 May 2009

#### **Draft Agenda**

- I. Opening remarks and report of the Chair of the Special Committee.
- II. Remarks by the ACS Director for Transport and Disaster Risk Reduction.
- III. Approval of agenda and procedural matters.
- IV. Consideration of the Report of the 7<sup>th</sup> Meeting of the Technical Group and adoption of decisions.
- V. National Platforms for Disaster Risk Reduction.
- VI. Institutional contacts.
- VII. Date and venue of the next meeting.
- VIII. Any other business.
- IX. Report of the meeting.



ASSOCIATION OF CARIBBEAN STATES  
ASOCIACION DE ESTADOS DEL CARIBE  
ASSOCIATION DES ETATS DE LA CARAIBE

## **ASSOCIATION OF CARIBBEAN STATES (ACS)**

### **7<sup>th</sup> MEETING OF THE TECHNICAL GROUP OF THE SPECIAL COMMITTEE FOR DISASTER RISK REDUCTION**

ACS Headquarters, Port of Spain, Trinidad and Tobago, 3 April 2009

#### **MEETING REPORT**

The 7<sup>th</sup> Meeting of the Technical Group of the ACS Special Committee for Disaster Risk Reduction was held at the ACS Headquarters in Port of Spain, Republic of Trinidad and Tobago, on 3 April 2009 and was led by Mr. Paul Pierre-André, Director of the Office of the Ministry of the Interior and Territorial Communities of the **Republic of Haiti**, the country presently serving as Chairman of the Special Committee for Disaster Risk Reduction (SCDRR). The meeting was attended by 7 Member States, 1 Associate Member, 1 Founding Observer, 6 international organisations and specialised agencies and 2 regional organisations. Of these, 7 are Conference Bodies of the High-Level Conference on Disaster Reduction held in Saint-Marc, Haiti, from 14 to 16 November 2007.

#### **Report on the advancement made in the projects approved by the Special Committee**

The Meeting was informed that although steps have been taken with traditional and some non-traditional donors, the external financing required to execute the following projects has not been secured thus far: *Workshop on Disaster Risk Transfer* and *Animated Shorts on Disaster Risk Reduction*, approved by the Special Committee at its last meeting. In light of the current international situation, the response in general terms, has been to await the decisions that are to be taken in the area of international assistance within the different countries in view of the universal cutbacks announced. Nevertheless, the efforts necessary to mobilise the resources required will continue.

As regards the project entitled *Internet-based Database of Local and Community Initiatives for Disaster Risk Reduction*, for which the use of extra-budgetary resources was not anticipated, the Meeting was informed that the execution of said project depends on the ACS Secretariat reintroducing a website administrator among its staff and that as a result, information had not been requested from Members. However, the Meeting decided that the Secretariat would begin to gather information from the relevant databases that already exist (ECLAC, CDERA, PAHO, etc.) and would proceed with consultations among Members so as to compile information with a view toward the eventual establishment of the online database.

## **Review of the Work Programme**

The Delegation of France (Martinique) presented a review of several activities taking place in Martinique that fall within the Saint Marc Plan of Action, especially concerning the establishment of networks of experts, community activities, regional indicators of disaster risk reduction, and building codes.

The French Delegation insisted that concrete projects be implemented by the ACS as soon as possible and regretted that no action has been taken after the meeting in Saint-Marc, almost two years ago. The Delegation deplored the fact that, in spite of the presence of numerous technical operators from the region at the Meeting (CDERA, PAHO, ECLAC, etc.) no common proposal for technical joint action was envisaged. The Delegation joined ECLAC in its concern regarding the need to hold a meeting for *a posteriori* evaluation with the principal actors in the countries which suffered natural disasters in 2008.

The Caribbean Meteorological Organisation reported on its projects in the area of Early Warning Systems for Tsunamis. The Caribbean Radar Network Project is in its final stages of implementation and will provide images created from the data of the 4 new radars and the 3 radars existing in the French American Departments. The system will provide updated information every 15 minutes without any human intervention.

With respect to the mandate outlined in Ministerial Agreement N° 06/09 and the decisions of the SCDRR, the Meeting was presented with documents AEC/2009/DRR.TG.7/INF.001 and AEC/2009/DRR.TG.7/WP.002, containing the current Work Programme for Disaster Risk Reduction and the Work Programme proposed by the Secretariat, respectively.

Although the technical and documentary facilities were available to allow an undoubtedly long and complex exercise (as has been the case in other Organisations that have institutionalised the Hyogo Framework for Action), the Meeting was of the view that given the political/technical nature of the Saint-Marc Plan of Action (SMPA), it would be more viable to work on the basis of a new document to be presented by the Directorate for the attention of the 17<sup>th</sup> Meeting of the SCDRR.

The new Draft Work Programme for DRR must be a much more compact and coherent instrument that will consolidate the various initiatives of the SMPA into a smaller set of concrete actions. Said proposals must take into account the spirit of the SMPA, recognising the crosscutting issues identified in it but avoiding the repetition of concepts. In light of the extensive nature of the mandate contained in the Plan of Action, the new document must also present the possibility of prioritising several spheres of action, taking into consideration the different risks and the various vulnerabilities of the ACS sub-region. The document must also consider the real possibility of the ACS being efficient and effective in the different domains, proposing that priority be given to topics also on this basis.

The Meeting also agreed to call on the Conference Bodies to identify and outline in this new document the various synergies with their own Agendas and Work Programmes, which in their opinion, could be of mutual benefit and respond to the needs of the Greater Caribbean.

The Meeting expressed its gratitude for the assistance offered by the International Organisations and Specialised Agencies during the deliberations and in the complex work anticipated and it recognised in particular, the offer of the United Nations Development Programme to collaborate with the TDRRD in the drafting of the Work Programme, especially concerning the prioritisation of actions.

### **Additional meetings of the Technical Group**

Given the ACS' financial situation, coupled with the short time left before the next meeting of the Special Committee for Disaster Risk Reduction (29-05-09), the Technical Group decided that the new document would be considered virtually and taking into account the timeframes established by the regulations and practice of the ACS, and thus additional meetings before the Special Committee's next meeting will not be necessary.

### **Any other business**

The Meeting took note of the observation by DTDRR to the effect that, in addition to the requirements *vis à vis* ACS rules and practice, in order for programmes, projects and activities stemming from the SMPA to prosper, these must be proposed by Members, as only in this way can there be true ownership on their part. This is fundamental to the mobilisation of adequate resources and political will on behalf of the Association's activities in DRR.

The Meeting welcomed the call for Members to update their institutional contacts at the respective Ministries/State Secretariats for Foreign Affairs and focal points in the area of disaster risk reduction.

The Meeting also noted the appeal made to Members to support the strengthening of the staff of the Directorate, which currently has only one research assistant whose contract will be completed in June.

## ACCOMODATIONS

All the hotels listed below are in close proximity to the Meeting Place.

<b>TRINIDAD HILTON</b>					
Lady Young Road, Port of Spain Tel: (868) 624 3211 / Fax: 624 4485 e-mail: <a href="mailto:hiltonpos@wow.net">hiltonpos@wow.net</a>					
Standard		Executive		Executive Suite	
Single	US\$189.00	Single	US\$239.00	Single	US\$289.00
Double	US\$209.00	Double	US\$259.00	Double	US\$309.00
Rates are subject to 10% service charge, 10% room tax, 15% VAT on the service charge (total 21.5%) plus utility charge of US\$1.95 per room nightly. Breakfast is included.					

<b>CROWNE PLAZA</b>			
Wrightson Road, Port of Spain Tel: (868) 625 3366 / Fax: (868) 625 4166 e-mail: <a href="mailto:crowneplaza@tstt.net.tt">crowneplaza@tstt.net.tt</a>			
Standard		Executive	
Single	US\$248.05	Single	US\$272.75
Double	US\$278.30	Double	US\$302.50
Inclusive of breakfast and taxes.			

<b>THE CASCADIA HOTEL</b>	
Ariapita Road, St, Ann's Tel: (868) 623 4208/9 – 3511/3/5 Fax: (868) 627 8046	
Single US\$180.00	Double US\$192.00
Inclusive of breakfast and taxes.	

### KAPOK HOTEL

16-18 Cotton Hill, Port of Spain  
Tel: (868) 622 5765 / Fax: (868) 622 9677  
e-mail: [stay@kapok.co.tt](mailto:stay@kapok.co.tt)

Standard/Studio		Superior	
Single	US\$198.05	Single	US\$227.21
Double	US\$217.49	Double	US\$246.65

Inclusive of taxes. Meals are not included.

### NORMANDIE HOTEL

10 Nook Avenue, St. Ann's  
Tel: (868) 624 1181 / Fax: (868) 624 0108  
e-mail: [roomsales@normandiett.com](mailto:roomsales@normandiett.com)

Loft		Standard		Superior		Executive Room	
Single	US\$132.80	Single	US\$133.46	Single	US\$148.86	Single	US\$198.40
Double	US\$149.09	Double	US\$149.23	Double	US\$171.23	Double	US\$231.19

Inclusive of breakfast and taxes.

### COBLENTZ INN

44 Coblentz Avenue, Cascade  
Tel: (868) 621 0541/4 / Fax: (868) 624 7566 / Cell: (868) 688 9069  
e-mail: [cil.asstgm@yahoo.com](mailto:cil.asstgm@yahoo.com)

Single US\$155.00	Double US\$175.00
-------------------	-------------------

Inclusive of taxes.

#### **Note on Visas:**

The Ministry of Foreign Affairs of Trinidad and Tobago will assist in procuring visa waivers for delegates provided that information on names, date of birth, passport numbers, date of issue and expiry are forwarded to the Secretariat as soon as possible.