

Minutes of Twelve Regional Disaster Management Committee Meeting

23rd – 25th April 2008
Penang, Malaysia



สภาราชชาดไทย
The Thai Red Cross Society



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Day 1: Wednesday, 23rd April 2008

Opening ceremony and welcome

Maj Gen (Rtd) Dato'Hj. Megat Yusof bin Dato Hj. Megat Mahmud, Secretary General, Malaysian Red Crescent

Mr. Chan Hon Kwong, Vice Chairman 1, Penang Branch, Malaysian Red Crescent

Mr. Michael Annear, Disaster Management Coordinator, Asia Pacific Zone

The Vice Chairman 1 of Penang Branch, Malaysian Red Crescent, Secretary General from Malaysian Red Crescent from Kuala Lumpur and the Disaster Management Coordinator from Asia Pacific Zone, welcome participants and give opening comments focusing on the further development of capacities and advancement of the RDMC as an effective network.

12th RDMC Meeting objectives

Mr. Michael Annear, Disaster Management Coordinator, Asia Pacific Zone

By the end of the meeting, the participants will have:

1. Followed up on the activities achieved against the action plan developed during the last RDMC Meeting.
2. Received presentations from all NS on an innovative project they have or are implementing; understand the focus for the RDMU; obtain an update on the work of the Asia Pacific DMU; and the current challenges facing the ICRC.
3. Discussed how the role of RCRC in times of emergency relates to that of Civil-Military and government relationships.
4. Discussed what disaster risk reduction means in practical terms for National Societies and the RCRC globally.
5. Receive a briefing and input into the global disaster management project.
6. Agreed on priority issues for the four sub-groups to take forward in 2008 and the venue and date for the next meeting.

12th RDMC Meeting expectations

Mr. Michael Annear, Disaster Management Coordinator, Asia Pacific Zone

The participants were asked to identify their expectations in attending the 12th RDMC meeting. These were then collated and in summary the main expectations were:

- To improve on coordination and communication among National Societies, International Federation of Red Cross and Red Crescent, ICRC and other organizations.
- To gain information and lessons learnt in key technical areas including: DRR; Climate Change; VCA; DP and DR.
- To continue the relationships with RDMC members and contribute/share experience among National Society.
- To exchange information and experience both formally and informally.
- Better understanding of the national society challenges with government relationship/ partnership

Follow up of the 11th RDMC Meeting

Dr. Bountheung Menvilay, Head of Disaster Preparedness and Relief Division of Lao Red Cross

The meeting adopted the presentation and feed back on the achievements made against the activity plan agreed to during the 11th RDMC meeting.

Report back on the 4th RDMC Subcommittee Meeting

Dr. S Jothi, Chairman of Malaysian Red Crescent

The participants agreed with the recommendation of the 4th sub-group meeting which have been incorporated into the meetings agenda, such as the engagement with Military bodies during Humanitarian activities which has become very prominent in this region.

The subgroup urged the participants to increase their communication and cooperation outside of these meetings. It was felt that communication and cooperation between the RDMC members had lessened during 2007 and this is the key factor that the sub-committee chairman have identified to address.

National Societies Present their Innovative Projects

Each NS presented an innovative project they are implementing or have implemented to exchange best practice. In support of this presentation a summary of the activities completed by each NS during 2007 was circulated.

Cambodia

Dr. Sam Ath, Director of Disaster Management Department of Cambodia Red Cross

Disaster Response Preparedness Project: a two year project supporting the NS wide decentralization process through developing disaster preparedness and response capacity of CRC branches to efficiently and effective prepare for and respond to disaster situations.

Singapore

Ms. Serene Chia of Head Services of Singapore Red Cross

Singapore Red Cross Disaster Management Update: explain the structure of Singapore Red Cross; disaster management operations structure, response structure and other services.

Indonesia Red Cross

Mr. Tia Kurniwan, Emergency Response Officer of Indonesia Red Cross PMI

To improve timely early warning and disaster response services through strengthening PMI

PMI presented its Early Warning System which looks at developing an adequate *Management Information System and Radionet* at all levels linked to CBEWS in disaster prone areas. It was also identified that PMIs SIBAT and SATGANA have the capacity to assist in spreading as early warning messages and to mobilize community to act in the preparation for future disasters through disaster risk reduction and disaster preparedness activities. The involvement of communities in analyzing, forecast and spreading early warning messages has proven to be vital when ensure an effective response at all levels in times of disaster.

Comment and questions:

- Information access is important to disaster prone area in Indonesia.
- The main problem is lack of access communities in getting forecast and early warning.
- The system has been set up in seven locations across Indonesia and will be connected to the National operation system in the coming period. PMI will use same with standards as the Indonesian Government.
- Maintenance will be depending on the capacity of PMI chapters.
- The important thing has to train community to basic disaster management training and more effective using same language to share early warning system.

Thailand

Dr. Amnat Barlee, Director of Relief and Community Health Bureau of Thai Red Cross

Thai Red Cross Innovative Projects: outlines the experience in develop logistic system, developing communication system and community based disaster risk reduction project for 2008-2010.

Lao PDR

Dr. Bountheung Menvilaye, Head of Disaster Preparedness and Relief Division of Lao Red Cross

Community-Based Disaster Preparedness Project: a four year project funded by Japanese Red Cross to reduce the impact of disasters on the most vulnerable people affected by disasters in Lao PDR by reducing vulnerabilities through community preparedness and response and provides unique lessons on the implementation of community based activities integrated with first aid and based on strong links to local government organisations.

Timor-Leste Red Cross (CVTL)

Mr. Luis Pedro Pinto, Disaster Management Programme Coordinator of Timor-Leste Delegation

Disaster Management Programme update: reflected on the structure of disaster management, strengthening disaster management capacity, CVTL programme update and National Priorities.

Comments and questions:

- It was noted that issues of community based Risk Reduction, community based disaster response, disaster preparedness and livelihood programme have been successfully working together with community level. The project has also been able to take forward community participants and use community capacity in future.

The experience and knowledge gained through the implementation of the innovative projects presented by the NS will be documented for dissemination and future reference in the review and or development of DM activities across the region. This will also be linked to the update of the Southeast Asia Disaster Management Brochure.

Southeast Asia Issue Group work from 2007

Mr. Nguyen Hungha, Regional Disaster Management Programme Officer of South East Asia Regional Delegation

An initial presentation on the activities planned for 2008 inline with the four strategic objectives of RDMC to be supported by the RDMU was given. This was then supported by

short presentations on five activities undertaken during 2007 which hosted by national society.

Comments and questions:

- The discussion allowed for greater clarification on the definition of shelter and associated issues to activities involved in the implementation of shelter responses
- Shelter and safer location will be government responsibility, if Red Cross take lead shelter issue it will be too much responsibility for some national societies. Each NS needs to consider their role in shelter activities separately.

RDMC Activities Updates

Mr. Michael Annear, Disaster Management Coordinator, Asia Pacific Zone

An initial presentation on the conducted in 2007 inline with the four strategic objectives of RDMC was given. The presentation also shared the RDMU planned activities for coming 12 months and Federation's organisational structure in the AP Zone. It was emphasised that the RDMU will support National Society activities, assist with National Society planning and facilitate activities identified by the RDMC.

Comments and questions:

- RDMC is built by National Societies, RDMU and RDMC work together for planning, how to address the trends and to fill the gaps.

Asia Pacific Zone DMU Updates

Ms. Amy Graver, Disaster Management Delegate of Asia Pacific Service Centre

A presentation on the background of the Asia Pacific Disaster Management Unit and its priority activities was provided. It was stressed that the AP DMU is not an extra layer and will support the development of resources and capacity through the existing Federation Secretariat structures. The action plan for 2008 of AP DMU was also shared.

WPNS Analysis

Mr. Nguyen Hungha, Disaster management Programme Officer of South East Asia Regional Delegation

A brief presentation on the WPNS and information updated from the National Society was provided. In addition an outline of a sample individual NS analysis and summary based on the WPNS response was discussed and it was agreed by all participants that this was useful and the participants requested the RDMU to undertake this role. These NS analysis will be developed and then shared with each NS.

Update on Resource Mapping

Mr. Nguyen Hungha, Disaster management Programme Officer of South East Asia Regional Delegation

Regional resource mapping undertaken by the RDMU at the request of the 11th RDMC meeting was shared for question and comment. The meeting welcomed the mapping as an effective tool which the participants considered extremely beneficial in facilitating the sharing of information and resources. All National Societies contributed information to this tool in early 2008.

ICRC Activities

Mr. Craig Strathern, CoopNS/KUA of International Committee of the Red Cross, Regional Delegation

ICRC established its Kuala Lumpur Office in October 2007 which linked to IFRC Zone in Kuala Lumpur. This brings harmonization between IFRC and ICRC to best serve National Society. A presentation and review of Tracing / Restoring Family Links (RFL) activities and the commitments made by the RCRC Movement was undertaken. There was much uncertainty on where this activity sits within many NS, as such it was identified that further discussion in each NS on where this program should be managed from was needed.

An update on ICRC's rapid deployment concept was provided outlining some issues with regard to the deployment and cooperation with NS and Federation tools during emergencies.

Comments and questions:

- Dead body management is a part of ICRC work which has been promoted actively.
- ICRC guidance on dead body should be provided to RDMC.
- RFL issues differ from region to region, depending upon needs.
- NS can contact national ICRC or Regional ICRC in case of no national office in that particular area

Day 2: Thursday, 24th April 2008

Review of day 1

Mr. Tia Kurniwan, Emergency Response Officer of Indonesian Red Cross

Military Relationships

Mr. Sebastian Rhodes Stamper, Civil Military Coordination Officer of UN OCHA Regional Office for Asia and the Pacific

A presentation on the UN OCHA Guidelines on the use of Military and Civil Defence Assets (MCDA) in Disaster Relief was provided, covering terminology; principles and concepts of civil - military assistance. The topic provided a general overview of the principles in which to follow when engaging with civilian and military bodies in times of emergency response. This was considered timely by the participants as within the Southeast Asia region there is a clear increase in the use of Military assets by Governments for emergency response actions, which often create confusion and misunderstanding within the wider humanitarian community. It was emphasised that the

Comments and questions:

- Warfare is changing, it is becoming more cross boarder and engagements occur in third party countries. Civilians have increasingly be involve / affected by conflict since 2nd war.
- Military bodies are increasingly being used by their Governments to assist in disaster relief activities, the humanitarian space is being challenged
- There is a difference when dealing with the military in conflict situations, complex emergencies and in times of natural disaster. However the principles in which we follow for the engagement with military bodies should be followed in all circumstances.
- Logistics capacity is a key asset of the military and one of the main reasons why they are asked to provide assistance in times of natural disaster.

Relationships with Governments

Ms. Victoria Bannon, Programme Coordinator, International disaster response laws, rules and principles of Asia Pacific Service Centre

A presentation on the International Red Cross and Red Crescent movement and cooperation with Military in disaster relief operations. To understand importance of engaging in civil-military activities; the confusion between military and on military activities in disaster and using military assets in disaster relief operations.

Comments and questions:

- Military is more involved in disaster response and also physically, play vital role in relief and Red Cross action.
- Confusion of military and humanitarian assistant and create confusion of military distribute relief during disaster.
- Red Cross and Red Crescent have to be trust by community and government that have to show seven principals, even in peace time.
- Discussion on neutrality and partiality in disaster operation and when Red Cross Red Crescent used of military assets when necessary.
- The participants discussed that contingency planning is a venue for National Societies to engage with governments and the military.

- In Indonesia the army is the first responder to natural disasters and also the army is a good partner in response. This is not always good since Indonesian Red Cross needs to remain impartiality, neutrality and independent. There have been some issues of confusion between the role of PMI and the military in past operations, where PMI has accepted free rides to the disaster areas which has lead to the local people having the impression that Indonesian Red Cross is part of the army.
- In the Philippines the army is the predominant source of blood donors. They provide logistical support in many cases. There is national coordination with the army through the National Disaster Coordinating Committee. The military is generally very helpful. In conflicts none of the army's logistical assets are being used. There are no written guidelines on how the PNRC should work together with the military. In relief distribution, Philippine National Red Cross use military assets, which might create confusion for ordinary people to separate Red Cross from the army. Red Cross Red Crescent operation does not need permit support from the military.
- Timor-Leste is a bit different from the other National Societies due to the current social unrest. The military know the Red Cross since a long time back and as a result the Red Cross vehicles and staff rarely had any problems going through check points during the conflict in 2006/2007 for example. Now there is not much involvement in logistical support with the military but more so with the police.
- Viet Nam has no policy guidance for the relationship with the armed forces. The army is the first responder to natural disasters and usually asks for Vietnam Red Cross support/service. VNRC has a MoU with the military for some working areas (e.g. blood donation). There is also a three part agreement with the Military, ICRC and VNRC about IHL and the Geneva conventions.
- Myanmar is a very special case where the military and the government is one and the same. This creates difficulties in working as an auxiliary to the government; hence the Myanmar Red Cross tries to work as independently as possible. MRCS always inform the government, especially in relief distribution. Contingency Planning is one forum to emphasize the understanding and positive engage with military and other Government departments.

Relationships with Governments

Mr. Malcolm McKinlay, Regional Organisation Development Delegate of South East Asia Regional Delegation

A presentation on the evolution of the auxiliary role of NS to governments and how this results in practical engagement and actions was provided. This presentation touched on the Principles of the Movement especially that of Unity and also the Seville agreement, emphasising the relationship of NS between each other in times of international emergency response operations. The discussion was appreciated by all participants as it related directly to some of the current challenges around the Government to Government deployments, and the role of NS with regard to ASEAN.

Comments and questions:

- Not all activities undertaken by a NS are within the auxiliary status, some activities are undertaken due to humanitarian needs.
- NS are not automatically obliged to follow the requests of their governments, they must maintain neutrality, impartiality and independence in all of their actions.

- The principle of Unity outlines that a NS offering assistance to another NS should do so only after the approval of the host NS.
- It was agreed that when a NS is asked to deploy with its government it should no longer represent the NS but rather its Government.
- It was agreed that National Society is the lead in their own country and has the right to manage any response follow their own rule movement but they have to respect to their own country. This includes the approval of offers of assistance by external NS in times of emergency response.

The participants agreed that more discussion was needed on this topic to ensure that collectively there was a common understanding and agreement within the region. It was agreed that this would include:

- To discuss with the government to explain in the working procedures of the Red Cross Red Crescent movement;
 - Letter/information to government
 - Note on meeting/issue to Secretary General to advice them to inform/talk to their government
- To invite ASEAN Representative to the RDMC meeting;
- Raise the issue at the next international conference where National Society and governments are present
- RDMC to document experiences and develop agreements in this area based on the Fundamental principles and the Seville Agreement + supplementary measures to be presented at the SEA SG meeting in November 2008
- To authority

Day 3, Friday, 25th April 2008

Review of day 2

Mohd Fadhil Kamaruddin, Director of Operation of Malaysian Red Crescent

What is Disaster Risk Reduction

Mr. Michael Annear, Disaster Management Coordinator, Asia Pacific Zone

The presentation on the history of DRR of Red Cross Red Crescent and to identified collaborative and constructive ways forward to enhance the mainstreaming of disaster risk reduction within the region. It was generally agreed by all participants that DRR concepts guide Red Cross Red Crescent daily work and that a DRR framework would be of assistance.

Comments and questions:

- Experiences from PMI show the benefits of integrating specific activities under DRR into one program. In addition it was emphasised to streamline terminology to avoid confusion within NS and externally

Following the initial introduction the participants then undertook a review of the RDRC Framework for DRR. This document has been prepared as a discussion point for all NS globally to comment on and provide inputs to ensure that as a Movement we have a collective understanding of what we mean and do when talking about DRR.

The discussions started off with concern that content of the framework did not effectively reflecting the over relevance of the topic. The participants started to go through it in a very detailed and technical manner without thinking if this would be helpful to them or if a conceptual framework was needed at all. However after an intervention the participants reviewed their inputs in line with the relevance the framework and its usefulness in supporting their DRR activities. In response the group thought the overall framework was good and the following points were raised for consideration:

- Background:
 - Should the framework apply for all types of disasters or only for natural disasters? This needs clarification.
 - If VCA is used according to the Federation's view of making the VCA process holistic the framework should have a multi-hazard approach.
 - Links to disasters in conflicts? Will the framework apply in disaster? Have ICRC been involved in the development of this conceptual framework?
- The definition of DRR for RCRC:
 - The group agreed with the definition of both DRR and of a safe and resilient community. An additional input to one sentence was made with a reference to participation.
 - Explain how the RCRC definition of DRR fits into the bigger picture.
- Core Pillars:
 - The narrative text need to be much clearer on the role of core pillars and the division between them and the "beyond the basics" concept. What is compulsory, what is up to the NS to decide, how flexible is it to national contexts?
 - The concept of having core pillars that are more important is good. It provides guidance to NS on what is important. However some justification should be

- given to why certain pillars are chosen, and how they represent the comparative advantage of the RCRC.
- It was noted that health (a major RCRC theme) was only noted as a beyond the basics theme. The group decided to include health as an area of focus under the core pillar of CBDP.
 - Under CBDP linkages to governmental planning was added as an area of focus as was livelihood support which the group deemed to be critical to DP.
 - Are all core pillars compulsory for each NS to work on? This is not clearly stated. The group decided to interpret the core pillars as the most important issues for the RCRC to work with but the individual NS should chose themselves which to work with depending on their own context.
 - The “Area of focus” for each core pillar was also discussed and how these should be interpreted. Should all areas be covered (compulsory areas) or are they just examples of issues that the NS can chose from depending on national/community needs assessments?
 - The tools we have to do it:
 - There was a question about the use of the term “DRR focused VCA”
 - What does it mean?
 - Is the DRR in “DRR focus” the RCRC definition or a more general definition?
 - Why there is a need to have a DRR focused VCA process? Doesn’t this idea contradict the Federations attempt to make VCA more inclusive and holistic and not only a tool of DM departments?

Consultation on a Regional DRR project

Mr. Per Karlsson, Disaster Risk Reduction Delegate of Southeast Asia Regional Delegation

The presentation on Regional DRR project “the Sixth DIPECHO Action Plan for Southeast Asia” was presented for consultation and endorsement from RDMC. The rationale of this proposal was originated from National Society and the last RDMC meeting. An outline of the way forward for the approval and future implementation was provided to the RDMC.

Global Disaster Management Project

Mr. Ian Heigh, Disaster Management Team, Services Improvement Project of Geneva Secretariat

A presentation on what is the DMT and the DM Project was provided to ensure that all participants were aware of the internal review and reflection that was currently taking place by the Federation with regard to its DM work and services for NS. This also touched on the interim results, feedback from other reference groups, options for the future and next steps. The outcomes of the discussions are summaries below and have been included in the global analysis of NS inputs for consideration by senior Federation staff.

1. Main Outcomes

1.1 Services

The group broke into 3 teams and fed back the following answers:

1.1.1. Are the services correct for your zone?

These are the right interventions but they are in the wrong order. There was consensus from

all teams on this statement. Some suggestions for new focus are in the table below.

NS ranking		New score
DREF	1	4
Coordination within the RCRC movement	2	1
Immediate response management and coordination	3	2
International emergency appeal	4	4
Creation of feedback mechanism to promote quality	5	13
National Disaster Response Planning including definition of core responsibility of all key players	6	3
Coordination activities: development of regional and zonal cooperation networks, tools mutual assistance planning and capacity building tools	7	12
Overall support – developing tools, training , standards, peer-support initiative and knowledge sharing	8	5
Maintain basic level of skills for disaster preparedness amongst staff and volunteers, by providing training on relevant topics	9	6
Logistic preparedness – procurement of goods and services, supply chain management, building disaster preparedness stocks, warehousing, transport management and maintenance of DMIS	10	8
Development of specific DM performance standards, indicators, accountability and quality mechanisms for disaster management	11	9
Dissemination and articulation of existing principles, rules, and policies decisions.	12	11
	13	10

1.1.2 What are the key issues you would like resolved quickly?

1. National Disaster Response Planning
 - clear framework of who does what
2. DREF
 - Need more
3. International emergency appeals
 - Need Federation to help especially big disasters, clearer and faster
4. Immediate response management and coordination
 - Intl coordination
5. Coordination within the RCRC and international agencies
 - Big disasters - lots of PNS and who will take lead?
 - Issues not only disaster response. DM Team should help facilitate our NS to share and coordinate with other NS.
6. Logistics preparedness
 - Emergency catalogue do not fit to local requirements and local markets.
 - Is it possible for DMT to put some stocks within the prone countries?
 - DMT to agree to buy locally, in case of emergencies
 - DMT to help set up local suppliers (difficulty in procurement)
7. Coordination activities
 - Clearer roles and responsibilities in the tools, i.e. FACT, RDRT, ERU, etc
8. Maintain basic level
 - Need advanced level for DM
9. Overall support
 - Standardize finance and reporting

10. Development of specific DM performance
 - SOP/guidelines for all of tools
11. Management and maintenance of DMIS
 - more strict in register, filter to users
 - ex; DMIS from Geneva to cross check with PMI
12. Dissemination and articulation of existing principles
 - Corporate identity esp. in times of emergencies, conflict areas
 - Gaps of information disseminations (from management to operation), Communication mechanism is needed
13. Propose mechanism to get comments/feedback from NS back to Geneva

1.1.3 What further input would you like to provide on the DM Services, tools and information provided to National Societies

Current services that are provided but may need reviewed or upgraded:

- Protocols
- Policies
- References
- New updated guidelines
- Communication tool-DMIS
- Appeal Support
- FACT, ERU, RDRT
- Others

Additional support required:

- Clear procedure and guidelines to decide when and where to set up country delegation
- Clear established country delegation reporting system
- Clear roles and definitions of deployed teams eg FACT, RDRT and ERU
- Relationship of the teams (FACT, RDRT ERU) to National Society
- VCA Guidelines and procedures-simple and easy to apply
- Coordination and integration of Health and DM issues

1.2 Models – Options for the Future

There was a plenary discussion on the models for the future. The overwhelming comments were *“the structure really has to be defined by the Federation – it just has to be able to deliver”* Asia Pacific is split into 4 regions and the current structure can be complex and confusing.

In essence it was felt that none of the discussions models was suitable. The group consensus was that there needs to be a DM capability in each region – with coordinated response support from the zone as an extension of Geneva supplying all the services Geneva supplies.

1.3 Agreed next actions

<u>What</u>	<u>Who</u>	<u>Date</u>
Project team to send document for comments	Project Team	26/04/08
Attendee's comments	All	02/05/
Results of survey to all participants	Project Team	30/05/08

Evaluation and planning for the next meeting

The preparations and evaluation of the meeting was discussed in plenary on the completion of the overall action plan and way forward (see *annex 1*). In looking to the next meeting Vietnam Red Cross graciously offered to host the 13th RDMC Meeting, which is proposed it to be held in April 2009. The participants again agreed that the meeting should be held over three days and that the RDMC sub-group chairpersons will meet in early 2008 to discuss and define the agenda of the meeting in consultation with the DM managers of each NS and the RDMU.

The participants then reflected on their expectations and the meeting objectives through a participatory evaluation process to analysis the outcome of the three days together. It was agreed that the meeting had been successful and this was shown through:

No.	Outcome	Agree	Disagree
1	Coordination with RDMU & Asia Pacific Zone	9	
2	Understanding of Federation structure & AP Zone	8	5
3	Civil-Military Relationships	9	
4	DRR Framework (Red Cross Movement)	10	
5	RFL (in DM relation)	9	1
6	CP (NS & Government)	10	
7	Action Plans of RDMC	10	
1	ICRC is flexible	13	2
2	Civil-Military Relationships	14	
3	Relationship with Gov	13	
4	DRR Framework	15	
5	DMT understood	14	
6	Well organized meeting	12	
7	Food and Drink	8	5
8	Time Management		15
9	Facilitator	10	2
10	Discussion	6	
1	RFL program of ICRC	11	
2	Civil-Military Relationships	13	
3	DRR Framework Reviewed	14	

4	NS Update Program shared	15	
5	Provided input on certain areas of DMT	15	
6	RDMC next steps identified	13	

Closing ceremony

Honourable Mr. Phee Boon Poh, Penang State Executive Councillor (PORTFOLIO: Health & Welfare Caring Society

Maj Gen (Rtd) Dato'Hj. Megat Yusof bin Dato Hj. Megat Mahmud, Secretary General, Malaysian Red Crescent

Mr. Michael Annear, Disaster Management Coordinator, Asia Pacific Zone

Reflections on behalf of the participants were provided by the representative of Regional Disaster Management Unit which represented the groups enthusiasm, commitment and solidarity in working towards the continual improvement of DM capacity and programs within the region. The 12th RDMC meeting was then officially closed by the Honourable Mr. Phee Boon Poh of Malaysian Red Crescent.

Minutes of the 12th RDMC Meeting adopted by:

Cambodia

Dr Sam Ath Deputy Director of Disaster Management Department,
Cambodian RC

Signature: _____

Indonesia

Mr. Arifin M. Hadi Head, Relief Department

Signature: _____

Lao PDR

Dr. Bountheung Menvilay Head, DP and Relief Division

Signature: _____

Malaysia

Mr. Nazir Abdul Khan Disaster Management Manager

Signature: _____

Myanmar

Mrs. Aye Aye Thant Acting Head of DP/DR Division

Signature: _____

Philippines

Mr. Benjamin B. Delfin II Disaster Management Manager

Signature: _____

Singapore

Ms. Serene Chia

Disaster Management Manager

Signature:

Thailand

Dr. Amnat Barlee

Director, Relief and Community Health Bureau

Signature:

Timor-Leste

Mr. Luis Pedro Pinto

Coordinator of Disaster Management Department

Signature:

Vietnam

Mr. Vu Loc

Director of Social Welfare Department

Signature:

Annex 1: RDMC action plan 2007-2008

Action	Who	When
Government to Government relationship (as agreed)	All	July
DRR mapping existing programs (safer n resilient)	ALL	June
National Contingency Planning	All NS	September
Regional Contingency Planning	Focal group	End May
Specialise RDRT (HiE, RFL, Shelter, Relief, WatSan.)		Ongoing
Volunteer Management issue	Focal group	November
Shelter + Recovery (operation and cluster) => LBD	All (- SRC)	October
Climate change (4 steps + integration	All	Ongoing
VCA guideline	Focal group	September
On the job training (exchange program) NS to NS and NS to RDMU	All	Ongoing
Translation and dissemination of RDRT SoPs	All	By July
Wakening up the Lion Brunei	RD+ MRC	Ongoing
C M relationship lessons/practices/guidance	RDMU	ASAP
Meeting minutes	RDMU	May 9th
Feedback from NSs on the minutes	All NSs	16 th May
Final minute dissemination to RDMC and SGs	RDMU	23 May
Endorsement of meeting minute	All NSs	20 June
13 th RDMC meeting hosted by VNRC		April
Combine meeting between DM and Health	RDMU+ RHU	
Quarterly updates	RDMU	April, July, Sept, Dec
Quarterly updates from NSs	All NSs	April, July, Sept, Dec
Flood and typhoon and food security preparedness	RDMU+ NSs	Ongoing
5 th Sub- group meeting		Dec or Jan
Third Asia Ministerial meeting on DRR		Dec in Malay
Leadership meeting		Nov in Malay
NSs provide information for global assessment reports		
ARDEX 08	TRC+ Fed+ RDRT	August
DMIS updates	All	Ongoing
Taking forward RFL in the region	ICRC+ Fed+ NSs	August

Annex 2: 12th RDMC participant list**List of participants**

No	Name	Position	Organization	E-mail
1	Uy Sam Ath	Director, Disaster Management Department	Cambodian Red Cross	samath_uy@yahoo.com, uysamath@redcross.org.kh
2	Seng Samban	CBDP Project Manager	Cambodian Red Cross	sambancrc@yahoo.com
3	Arifin M. Hadi	Head, Relief Department	Indonesia Red Cross (PMI)	arifinmhd_dm_pmi@yahoo.com, dmddivision@pmi.or.id
4	Tia Kurniawan	Emergency Response Officer	Indonesia Red Cross (PMI)	tiakurniawan@yahoo.com
5	Benjamin B. Delfin II	Disaster Management Manager	The Philippines NRC	benjamindelfin@yahoo.com
6	Genevieve R. De Jesus	National Field Representative	The Philippines NRC	kakingrdj@yahoo.com
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