**Tentative Events Matrix 2013 for** [**SEARD**](#OLE_LINK1)**,** [**CSRU**](#OLE_LINK2)**,** [**Communications Unit**](#OLE_LINK3)**,** [**NSDU**](#OLE_LINK4) **and** [**AP Zone**](#OLE_LINK5)**.**

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|  |  | [South-East Asia Regional Delegation (SEARD)](#OLE_LINK1) | |  | |  |
| Month | **Date** | **Events** | | **Venue** | | **Involved** |
| January | 17 | ASEAN (Secretariat & AHA Centre) visit to SEARD office | | SEARD | | CSRU, SEARD |
|  | 30 | Visit of Philippines RC to SEARD | | SEARD | | CSRU, SEARD |
| February | 1 | Visit of Norwegian RC to SEARD | | SEARD | | SEARD |
|  | 26-28 | Hong Kong RC Monitoring Mission - Field Visit to DRR Education Project in Thailand – Evaluation & TRC meetings | | Ayutthaya | | CSRU, SEARD |
| February-March | 27-2 | Visit of Iranian RC to SEARD | | SEARD | | SEARD |
| March | 4-5 | APZ Director visit to SEARD | | SEARD | | SEARD |
|  | 22 | World Water Day | | Global | | Global |
|  | 25-27 | SEA Annual Leadership meeting | | Luang Prabang,Laos | | SEARD, RDMC representative |
| May | 15-17 | PNS/HoD Meeting | | Bangkok | | SEARD |
|  | 8 | World Red Cross Day | | Bangkok | | SEARD |
| June | 14 | World Blood Donations Day | | Thailand, Laos (TBC) | | SEARD |
| September | 14 | World First Aid Day | | SEA | | SEARD |
| October | 2 | International Day of Non-Violence | | SEA | | SEARD |
|  | 11 | International Day of the Girl Child | | SEA | | SEARD |
|  | 13 | International Risk Reduction Day (UNISDR-IDRR) with the theme of  “people with disabilities” | | SEA | | SEARD |
|  | 14 | Launch of World Disaster Report | | Bangkok | | Regional, TBD |
|  | 15 | Global Hand Washing Day | | SEA | | SEARD |
|  | 16 | World Day of Migrants and Refugees | | SEA | | SEARD |
| November | 16 | International Day for Tolerance | | SEA | | SEARD |
|  | 17 | World Day of Remembrance for Road Traffic Victims | | SEA | | SEARD |
|  | 18-22 | 11th International Congress on AIDS in Asia Pacific (ICAAP) | | Bangkok | | SEARD, Thai RC |
|  | 19 | World Toilet Day | | SEA | | SEARD |
|  | 25 | International Day for the Elimination of Violence Against Women | | SEA | | SEARD |
| December | 1 | World AIDS Day | | SEA | | SEARD, SEA NS |
|  | 5 | Internationals Volunteers Day | | SEA | | SEARD |
|  | 18 | World Migrants Day | | Bangkok | | SEARD |
| [Community Safety and Resilience Unit](#OLE_LINK2) *[(Disaster Management & Health)](#OLE_LINK2)* | | | | | | |
| Month | **Date** | | **Events** | | **Venue** | **Involved** |
| January | 14-16 | | Initial Planning Conference for ASEAN Regional Forum (ARF) Disaster Relief Exercise (DiREx) | | Bangkok, Thailand | CSRU, Thai RC |
|  | 22-25 | | WatSan ToT for Thai RC | | Surin Province,  Thailand | CSRU, Thai RC |
|  | 23 | | Asian Institute of Technology (AIT) – partnership development meeting | | Thailand | CSRU |
|  | 21-23 | | Harm Reduction (HIV) | | Laos | CSRU |
|  | 24-25 | | The Asian Red Cross / Red Crescent HIV/AIDS Network (ART) Annual Meeting | | Vientiane, Laos | CSRU |
|  | 28-29 | | AADMER Partnership Group Civil Society Consultation | | Bangkok | Thai RC, Philippines RC, |
| February | 4-8 | | WatSan training for Thai RC | | Surin, Thailand | CSRU, Thai RC |
|  | 4-5 | | Regional Conference on Promoting Psychosocial Support and Psychological Recovery in Emergencies in Asia (ADPC) | | Bangkok | PSS Delegate, CSRU |
|  | 5 | | Delivering lecture at TRC Nursing College on “Climate Change & Health Impacts & nurses role” | | Bangkok | CSRU , Thai RC |
|  | 6-7 | | AP DMU Operations Coordinator Briefing (Andreas) & Briefing with Bernd (Philippines delegation) | | Bangkok | CSRU |
|  | 6-7 | | Thematic Seminar on Integration | | Timor Leste | CSRU ,CVTL |
|  | 7 | | Meeting with ECHO Regional Office | | Bangkok | CSRU, AP Zone DMU |
|  | 14 | | Delivering Lecture at TRC College of Nursing “Tendency of Disaster Problems & its impacts on Health | | Bangkok | CSRU |
|  | 18 | | Asian Institute of Technology (AIT) – partnership development meeting (MoU) | | Bangkok | CSRU |
|  | 19-20 | | “Global Thematic Consultation on Disaster Risk Reduction and the Post-2015 Development Agenda” | | Jakarta | CSRU |
|  | 20-22 | | Regional Workshop on Geo-referenced Disaster Risk Management information system- UN ESCAP | | Bangkok | CSRU |
|  | TBC | | Global Club 25 review meeting | | TBD | Philippines RC, VNRC |
|  | 20-22 | | Epidemic Control for Volunteers (ECV) Branch Training | | Cambodia | CSRU and CRC |
|  | 26-28 | | Thematic seminar on Integration and Response Preparedness | | Cambodia | CSRU , CRC |
| March | 5-7 | | Thai RC Community Based Disaster Risk Reduction (CBDRR) manual project review meeting | | Thailand | CSRU , Thai RC |
|  | 8 & 11 | | Meeting with Asian Coalition on School Safety | | Bangkok | CSRU |
|  | 12- 13 | | Response Preparedness Seminar | | Myanmar | CSRU , AP DMU, Cambodia country delegation, MRCS |
|  | 13-14 | | ADB Asia Water Week | | Manila, Philippines | ADB, AP Zone, Niels |
|  | 14-15 | | Thematic Seminar on Integration | | Myanmar | CSRU , MRCS |
|  | 19-22 | | ASEAN Capacity Building Forum on Risk Assessment | | Bangkok | CSRU, Thai RC |
|  | 20-21 | | Southeast Asia IFRC DM/Resilience coordinators meeting | | Bangkok | CSRU, AP Zone |
|  | 25-27 | | Regional Consultative Committee on Disaster Management (RCC) | | Mongolia | CSRU , Dr. Barlee-Thai RC (tbc) |
|  | 25-28 | | WatSan Emergency Response ToT training | | Danang, Vietnam | Vietnam delegation |
|  | 26 - 29 | | Workshop on Disaster Risk Reduction, Climate Change- Early Warning Early Action | | Thailand | CSRU , Knud – Climate Centre, SEA NSs |
| April | 1-3 | | Final Planning Conference and Site Surveys for DIREX, Thailand | | Cha-am/Hua Hin,  Thailand | Indira, TRC |
|  | 8-11 | | Healthy Life Style Global Workshop | | Kuala Lumpur | Abhishek |
|  | 17-19 | | ISDR Asia Partnership Working Group - IAP | | Bangkok | Indira, Dr. Barlee, Susil, Nelson |
|  | 22-24 | | AP Zone Resilience meeting | | Kuala Lumpur | Indira |
|  | 25-26 | | Thematic seminar on Integration | | Lao | Hung Ha, Sanjeev, Ei Ei, LRC |
|  | 29 Apr – 3 May | | Canadian Red Cross Field Monitoring Visit | | Thailand | Indira, Sanjeev, Rommanee |
| May | *11 (TBC)* | | *RCRC- ECHO Coordination meeting* | | *Bangkok* | *Indira, Ha, Sanjeev* |
|  | 7-11 | | ASEAN Regional Forum (ARF) Disaster Relief Exercise (DiREx) | | Thailand | Indira, Hung Ha, Thai RC |
|  | 14-16 | | AP Zone Health and WatSan coordination meeting | | Kuala Lumpur | Indira, Abhishek |
|  | 15-17 *(TBC)* | | Workshop on Disaster Risk Reduction, Climate Change and Early Warning Early Action for Thai RC | | Thailand | Sanjeev, Indira, Abhishek, Rommanee |
|  | 20 | | Regional Disaster Management Committee Sub-Group meeting | | Bangkok,Thailand | CSRU, Sub-group chairs |
|  | 27-28 | | ASEAN ACDM Open Session | | Hanoi, Vietnam | TBC |
| June |  | |  | |  |  |
|  | 11-13 | | Regional Disaster Management Committee - RDMC | | Yangoo, Myanmar | CSRU, Comms and Advocacy unit, SEA NSs |
|  | 18-20 (TBC) | | Workshop on Disaster Risk Reduction, Climate Change and Early Warning Early Action for PMI | | Indonesia | CSRU Sanjeev, Indira, Wayne, PMI |
|  | TBC | | Early Warning Early Action Exchange visit | | TBC | CSRU,TRC, PMI |
|  |  | |  | |  |  |
| July | 16-18 | | Regional Urban DRR Workshop | | Bangkok | GDPC, CSRU, SEA NSs |
|  | 29 Jul - 2 Aug | | Regional Cash Transfer Programming training (ToT) | | Bangkok | AP Zone, CSRU, SEA NSs |
|  | 18-24 *(TBC)* | | NDRT Training for Thai Red Cross | | Thailand | Sanjeev/Rommanee/DMU -tbc |
| August | 14 | | World First Aid Day | | SEA | CSRU & NS (tbc) |
|  |  | |  | |  |  |
| September | TBC | | AP Zone CBHFA Workshop | | Kuala Lumpur (tbc) | CSRU |
| October | 13 | | International Risk Reduction Day (UNISDR-IDRR) with the theme of “people with disabilities” | | SEA | CSRU, TRC |
|  | 15-17 *(TBC)* | | SEA Regional Health Meeting | | TBD | RU, SEA NSs |
|  | 15 | | Global Hand Washing Day | | SEA | CSRU (TBC) |
|  | 12-13 *(TBC)* | | Mekong River Basin Resilience Workshop/ Cross-boarder cooperation, Early Warning | | To be determined | CSRU, TRC, VNRC, LRC, CRC, NDMA, ADPC, MRC |
|  | 19-24 | | ASEAN Regional Disaster Emergency Response Simulation Exercise (ARDEX) | | Vietnam | CSRU, VNRC |
| November | TBC | | Regional Lessons Learnt Workshop on Community Based Disaster Risk Reduction and Early Warning Early Action project | | Bangkok | Sanjeev, Indira, Rommanee, Lay, SEA National Societies of: LRC, CVTL, PMI, TRC |
|  | 18-22 | | 11th International Congress on AIDS in Asia Pacific (ICAAP) | | Bangkok | CSRU, Thai RC |
| December |  | |  | |  |  |
|  | 10-11 (TBC) | | Disaster Risk Reduction Practitioner Workshop (DIPECHO) | | TBC | Indira/Ha/Sanjeev/NSs/ECHO |
| Communication Unit | | | | | | |
| Month | Date | | Events | | Venue | Involved (Unit & NS) |
| January-February | 29-8 | | Field tip to Philippines RC to strengthen capacity in emergency comms. | | Philippines | PRC, Comm.unit SEARD |
| February | 8-12 | | Field trip to VNRC re beneficiary comms | | Hanoi | VNRC, Comm.unit SEARD |
| February | 13 | | World Radio Day | |  | Comm.unit SEARD |
| February-March | 28-6 | | TERA workshop with VNRC | | Hanoi | VNRC, Comm.unit SEARD |
| April | 7-10 | | Comms workshop planning with Myanmar RC | | Yangoon | Comms Unit, Myanmar RC |
| April | 7-12 | | VNRC and TERA meetings on BC. | | Hanoi | Comm.unit SEARD |
| June | 17-21 TBC | | Regional beneficiary communications radio workshop/ BC bootcamp | | Bangkok | Comm.unit SEARD |
| July | 15-18 TBC | | Regional social media workshop | | Bangkok | Comm.unit SEARD |
| NS Development Unit (NSDU) | | | | | | |
| Month | **Date** | | **Events** | | **Venue** | **Involved (Unit & NS)** |
| January | 21-23 | | IFRC Finance Development strategy meeting | | AP Zone, KL | NSDU |
|  | 21-23 | | Meeting with Malaysian Red Crescent on concept note | | KL | NSDU, Malaysian Red Crescent |
|  | 28-31 | | Coordination meeting with VNRC on budget formulation for 2013 | | Hanoi | NSDU, VNRC finance team |
| February | 11-21 (TBC) | | Meeting with PRC to adopt & approve the regulations and procedure of Finance, Review of Navision software, budget reports and customization of reports in PRC | | Philippines | PRC, NSDU |
| March | 4-15 (TBC) | | Implementation of Navision software in MRCS HQ | | Nay Phi Taw/ Myanmar | Rakesh, software consultant & MRCS |
|  | 11-15 (TBC) | | LRC Fundraising workshop | | Laos | NSDU |
|  | 18-21 (TBC) | | Training of VNRC staffs on Sun system | | Vietnam | NSDU |
|  | 25-29 | | Intro visit to MyRC; Tsunami proposal, Strategic plan, OCAC support ect | | Myanmar | NSDU |
|  | TBC | | Meeting with TRC Youth Director to discuss possible support | | Bangkok | NSDU |
|  | TBC | | Meeting with CRC for situational overview for M&E | | Cambodia | NSDU M&E Advisor |
| April | 3-5 | | Meeting with LRC for situational overview for M&E | | Lao | NSDU M&E Advisor |
|  | 22-26 (TBC) | | Study visit of VNRC finance staff to Chinese RC | | Beijing | VNRC finance team/ NSDU |
|  | April-June | | Continuation to support LRC to work on a draft RM Plan and policy | | Lao | NSDU |
|  | April-June | | Gender Mapping Survey ongoing | | Bangkok | Gender volunteer |
| May | 20-22 | | Regional Youth and OD Forum | | Kuala Lumpur | NSDU, 11 NS |
|  | May (TBC) | | Workshop on updated approved Financial procedures in PRC | | Philippines | NSDU |
|  | 3 | | Fundraising meeting with Lao RC | | Vientiane | NSDU, LRC |
|  | May | | Coordination of VNRC audit 2011 | | Hanoi | NSDU and VNRC finance team |
| June | TBC | | Training of MyRC staff on new financial software | | Myanmar | NSDU |
|  | TBC | | Meeting with NS treasurer for the Update/revision of MyRC financial regulations | | Myanmar | NSDU |
|  | TBC | | Test run of Navision software in MRCS HQ and go live with the new software | | Nay Phi Taw | NSDU , software consultant & MRCS |
|  | TBC | | Basic Accounting training | | Nay Phi Taw | NSDU and MRCS |
| July | TBC | | Training to PRC chapter finance staff on the new software | | Manila | Software consultant |
|  | TBC | | Test Run & Go live of Navision software in two pilot branches of PRC | | Manila | NSDU, software consultant and PRC chapter staff |
|  | TBC | | Budget training for MRCS finance and non finance staff | | Yangon | NSDU & MRCS |
| August – September | (TBC) | | Refresher training on updated financial regulations in MyRC | | Myanmar | NSDU Finance Development Advisor |
|  | (TBC) | | Basic accounting training to VNRC finance | | Hanoi | NSDU Finance Development Advisor |
|  | TBC | | Support to the Tsunami Residual Projects Agreement, Plan | | TBD | NSDU |
| October | TBC | | SEA Regional finance directors and treasurers meeting | | TBC | NSDU Finance Development Advisor |
|  |  | | **Asia Pacific Zone Office** | |  |  |
| Month | **Date** | | **Events** | | **Venue** | **Involved (Unit & NS)** |
| March |  | |  | |  |  |
|  | 12-13 | | Meeting of Red Cross Legal Advisors (AP) | | Hong Kong | ICRC/Disaster Law |
|  | 12-14 | | Security Workshop(s) | | Kuala Lumpur | TBC |
|  | 18 - 22 | | Contingency Planning Training of Trainers | | Jakarta | DMU - Raul |
|  | TBC | | AP NS Leaders Orientation | | Kuala Lumpur | TBC |
|  | TBC | | Cash Based Programming ToT | | Kuala Lumpur | AP DMU |
|  | TBC | | Embassy Briefing | | Bangkok | Disaster Law Programme |
|  | TBC (1 day) | | Indonesia IDRL Workshop | | Jakarta | Disaster Law Programme |
| April | 8 - 12 | | Finance Officer/Assistant training | | Kuala Lumpur |  |
|  | 15-19 | | Zone Logistics Development Training | | Kuala Lumpur | Zone Logistics Unit |
|  | 22 Apr - 3 May | | FACT Training | | Queensland, Australia | GVA / To be hosted by ARC |
|  | last week | | IFRC zone health meeting | | Kuala Lumpur | Health unit |
|  | 21-26 | | Visit of 2 New USGs to APZO | |  |  |
|  | 22 -26 | | Annual technical meeting | | Kuala Lumpur | DMU |
|  | TBC (1 day) | | Afghanistan IDRL workshop | | Kabul | Disaster Law Programme |
| May | 2-5 | | 466th ADM Annual Meeting | | Delhi, India |  |
|  | fist week | | IFRC WatSan zone meeting | | KL | Health unit |
|  | TBC | | Climate Change Adaptation ToT | | TBC | DMU |
| June | 5-7 | | Pre GMM | | TBC | TBC |
|  | 10-14 | | GMM | | Geneva |  |
|  | TBC | | Recovery in High income countries | | Kuala Lumpur | DMU |
|  | last week of June | | Zone WatSan Emergency Response Facilitator's Training | | Bandung, Indonesia | Health unit |
| July | TBC | | EA Annual Leadership meeting | | Hong Kong | AP Zone |
|  | TBC | | AP Emergency health training | | Hong Kong | Health unit |
| August | 2-5 | | RoK RC, International IFRC model General Assembly | | Korea | OD/RoK RC |
|  | 6-9 | | International Sharing Camp (participants in the model IFRC GA will join) | | Korea | OD/RoK RC |
|  | TBC | | LLH post urban situations | | TBC | DMU |
| September | TBC | | AP IT TELECOM MEETING | | Kuala Lumpur | ZISU |
|  | 23-27 | | Zone Logistic Training | | Lanson Hotel | Zone Logistics Unit |
|  | TBC (2 Days) | | DRR Consultation workshop | | Kuala Lumpur | Disaster Law Programme |
| October | first week | | Zone CBHFA workshop | | TBC | Health unit |
|  | TBC | | PASSA Training | | TBC | DMU |
|  | TBC | | Zone Watsan Developmental Workshop on cross-cutting issues | | Nepal | Health unit |
| November | 12-15 | | GA and CODs | | Australia |  |
|  | 18-22 | | International Congress on AIDS in Asia and Pacific (ICAAP) | | Bangkok | Health Unit |
|  | TBC | | Zone VNRBD workshop | | TBD |  |
| December | 2-4 | | ZLU APZ Logistics meeting | | Kuala Lumpur | Zone Logistics Unit |
|  |  | | **Other Events** | |  |  |
| October | 2-4 | | 4th Asia-Pacific Housing Forum | | Manila | IFRC, Habitat for Humanity |