Action points from the 10th Annual South-East Asia Red Cross Red Crescent Leaders Meeting

Luang Prabang View Hotel, 25-27 March 2013, Laos

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| **Issue** | **Action /Recommendations** | **Who** | **When** | **Next immediate steps** | **Status** |
| **Enhanced cooperation and collaboration in disaster response and increased engagement with local knowledge and capacities** | While developing new tools of disaster response, we should look at what have been already developed on a global or regional level within the RCRC Movement and tailor existing tools for our specific needs and conditions.  | All SEA NS | Ongoing | Working Groups (WG) should look at the possibility of developing some of the elements of stronger joint cooperation within SEA RCRC, e.g in developing standard operating procedures (SOPs), joint training module for responding to cross border crisis situations etc.  | Ongoing |
| **Preparation of a draft Agenda for next Meeting** | In line with the revised ToR, the **first day** of the meeting should focus on SEA NSs working together, with support of IFRC. **Morning of the second day** will be given over to a dialogue on the engagement with ICRC among the SEA RCRC Leaders. Afternoon of the second day would be for round up, recommendations and conclusions. | Steering Committee | Early 2014 | The Steering Committee comprising 3 SEA NSs (past, present and next Chairman), and representatives from ICRC and IFRC will meet 2-3 months before the Leaders Meeting to draft the agenda and set out the format of the meeting. | Ongoing |
| **Cooperation with ICRC** | The session to engage the ICRC should be institutionalised within the agenda of the Annual SEA RCRC Leaders Meetings.  | IFRC SEARD/Steering Committee  | By next Annual RCRC leaders Meeting | The issues for discussion for this agenda item will be worked out by the steering committee. All parties will be given early notice of the agenda items to facilitate better discussions at the Meeting.  | Completed |
| **ToR for Annual SEA Leaders Meeting**  | It was agreed that IFRC and ICRC will be invited to attend the meeting and to participate under the same conditions as before.  | Secretariat (IFRC)  | Before Sydney Meeting | To incorporate suggested changes in ToR and share the revised ToR with all SEA NS. The revised ToR will be posted on SEA Leaders website. | Completed |
| **ToR for Working Groups** | Endorsement and approval of ToR for WG. The TORs should have a connection to the Strategy 2020 and to the priorities established by the SEA RCRC Leaders. The ToR for the RDMC should include RFL activities.  | Working groups | Before Sydney Meeting | During WG meetings (OD, RDMC and Health) WG members will, if necessary, revise and approve updated ToRs. | Ongoing |
| **Reports of the Working Groups**  | Lengthy reports of working groups. It was agreed to provide short reports for the presentation during the Meeting and the full versions will be posted in advance on the special Leaders Meeting website.  | Working groups | By next Annual RCRC leaders Meeting | WG prepare short and concise reports for presentation at the Meeting with a focus on 1. Key summary of achievements
2. Challenges/Opportunities
3. Areas of support required from leaders

The full report from every WG will be posted on the Leaders website as a background paper.  | Ongoing |
| **Relations with ASEAN secretariat.** | All SEA NSs support the idea of further cooperation with ASEAN and the need to continue to pursue the goal of concluding a Cooperation Framework (CF) with ASEAN. NSs need more support from SEARD IFRC in terms of better advocacy/humanitarian diplomacy tools/communication plans so as to facilitate their engagement with governments.  | IFRC SEARD/NS | By August 2013 | IFRC SEARD will continue 1. To pursue cooperation with different bodies of ASEAN, as part of the process for ASEAN to better understand and appreciate the role of RCRC what it brings to a cooperation framework.
2. IFRC SEARD will continue consultations with legal department on comments made by ACDM members and ASEAN secretariat on Draft 6
3. IFRC SEARD will submit new draft proposal to SEA Leaders by August 2013.
4. SEARD Communications and Advocacy unit will continue development of advocacy tools on ASEAN cooperation.

At the same time SEA Leaders will further engagement with their respective ASEAN Permanent State Members. | Ongoing |
| **Creation of a small interim working group on ASEAN Partnership** | To continue the process of engaging ASEAN, Leaders agreed on a possibility to set up a small group (Thai, Singapore, Malaysia and PMI RC Societies) on ASEAN cooperation. This group will engage ASEAN Secretariat and other ASEAN officials to obtain a better understanding of an approach to pursue *vis a vis* our engagement with ASEAN. | IFRC SEARD/ members of the WG | By September 2013  | A special clause on a possibility of creation ad hoc WG is spelled out in the ToR: 3.1.6 Ad hoc working groups on implementation of specific tasks such as *cooperation with ASEAN*, learning platform translation project and other can be created during the meeting.This WG will meet to review draft 6 and communicate the results of revision to all NS Leaders. | Ongoing |
| **Events around “150 years of Humanitarian Action”**  | The Movement has embarked on a two-year anniversary celebration to engage the Movement internally and externally through organizing country-wide and world-wide activities. A website has been created and a joint ICRC – IFRC message will be issued soon.  | All SEA NS | By September 2013  | All NSs are urged to also come up with some plans to acknowledge the anniversary.  | Ongoing |
| **Review of Principles and Rules for Disaster Relief** | All SEA RCRC NSs should engage and participate in the consultation and revision process of P&R.  | All SEA NS/ RDMC  | July 2013  | Leaders instructed RDMC to discuss P&R at its next Meeting in June in Myanmar, as a priority, and provide comments and feedback to all SEA NS Leaders.All NS should send their feedback on P&R to **pr.disasterrelief@ifrc.org**  | Ongoing  |
| **IDRL Collective Pledge** | Report on collective pledge made by 10 NS Leaders at the previous statutory meeting. | All SEA NS  | June 2013 | Reporting template will be provided by SEARD to all SEA NS by June 2013.  | Ongoing |
| **Planning process and LTPF revision.**  | Consultations with NS during revision of Long Term Planning Framework ( LTPF), possibility of inclusion of new programmes. | IFRC SEARD/all SEA NS | From May to July | IFRC SEARD to share planning documents with SEA NS by May to obtain their recommendations on plans and budgets revision. | Ongoing |
| **Mainstreaming gender and diversity** | Director of AP Zone recalled a recent letter to all Presidents and SGs on the issue of gender balance and the possibility of starting a similar network to promote gender balance within the AP Zone.  | All SEA NS | ASAP | All Leaders are asked to look at the letter sent out on 8 March related to mainstreaming gender diversity and think about a common approach in addressing this issue. **All SEA Leaders should provide feedback to AP Zone Director as soon as possible**. *(Copy of the letter attached)*  | Ongoing  |
| **Minutes of the 10th Annual RCRC Leaders Meeting** | To prepare and approve draft Minutes of the Meeting.  | Secretariat/ IFRC SEARD | April 3, 2013 | Secretariat circulated draft minutes to all the SEA NSs before the delegations left Luang Prabang. All NSs were requested to revert with their comments by April 3, 2013. Secretariat to post final draft approved by leaders on the Meeting website.  | Completed  |
| **Time and venue for next meeting** |  Next Annual RCRC Leaders Meeting will be held in Singapore, 24**-26 March 2014 (TBC).**  | All SEA NS | ASAP | Delegations are requested to confirm their availability for these dates. | Ongoing |