**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 |