

Regional Disaster Response Team (RDRT) Technical Meeting Minutes

28-29 October 2014

Bangkok

Attendance/s:

Cambodia Red Cross; Indonesia Red Cross; Singapore Red Cross; Thai Red Cross; Viet Nam Red Cross;

ICRC; IFRC/AP Zone; and SEARD.

1. Introduction

SEA RCRC National Societies have come together on 16-18 September in Bangkok to attend regional Community Safety Resilience Forum (RCSRF). This forum has been considered the best platform to share the learning and exchange ideas among the National Societies of the region as well as to identify the areas to strengthen the regional cooperation. The National Societies have discussed a number of agenda related to Organization Development, Health as well as Disaster Management during the three-day forum.

National Societies have identified RDRT as one of the best regional cooperation tools since the inception of RDRT. The learnings of previous deployments as well as the recent real time evaluation (RTE) of the Haiyan operation highlighted the importance to strengthen RDRT. A long discussion was held during the RCSRF meeting in Bangkok and colleagues from National Societies came out with the idea of RDRT- Keeping it alive. In the meeting, it was agreed that selected representatives of National Societies along with colleagues from IFRC/AP Zone and SEARD would come together with some concrete recommendations on National Disaster Response Team and Regional Disaster Response Team in order to standardize the national and regional response mechanisms.

Following the decisions of that meeting, SEARD coordinated a two-day meeting in Bangkok from 28-29 October. The meeting was hosted by Thai Red Cross Society at their Disaster Operation Centre in the premise of their headquarters.

2. Discussions and Recommendations

2.1. Standardize the NDRT: NDRT needs to be strengthened not only to improve the national level response capacity but also to develop the quality of the RDRT members in the region as well. In order to do so, NDRT curriculum and criteria to attend the NDRT training have been discussed during the meeting and recommended as follows.

- § *Selection criteria for NDRT Induction Training participation*: Red Cross Red Crescent volunteers, members and staff involved in Disaster Management at the National level. Participants for the training need to have some response experience and ideas of DM Cycle components.
- § *Standard Operating Procedure (SoP)*: NSs need to have standard operating procedure (SoP) to mobilize NDRT effectively in case of emergency.
- § *NDRT Curriculum*: The proposed standardized NDRT Induction training shall be conducted with the minimum of 40 hours or 5 days of training time including practical session and can be conducted either by modular or as one comprehensive training session. This standardized curriculum will ensure that NDRT members acquired the necessary technical knowledge and skill sets. The following three modules with topics are recommended for 40 hours (5 days) sessions.

No	Modules	Total hours	Sessions
1	Module 1: General Orientation	10	DM Terminology, Definition & Policy (include risk); IFRC DM Structure & Global tool; National Government Response Structure, Context & Policy; National Society SOP and Response Mechanism; Security & Safer Access; Code of Conduct and Preparation for Deployment
2	Module 2: Management Essentials	12	Humanitarian Guidelines and Standard include SPHERE, IHL & IDRL, Coordination / Reporting / communication; team work; Damaged and Needs Assessment; Stakeholders and resource mapping; Planning & Budgeting; Exit strategy.
3	Module 3: Technical and Sectoral Technical sessions need to be designed with exercises.	18	Search and Rescue (SAR); Logistics, Public Health in emergency; Psychosocial Support; Relief management; camp Management and Shelter; Emergency Water and Sanitation; Restoring Family Links; Media & Comm. Management (include beneficiaries Communication); Dead Body Management; Early Recovery.

2.2. **RDRT Roster:** SEARD facilitated and coordinated to train more than 350 people in different RDRT courses since the beginning. Those trained people did not reply to any alert or lost the connections with National Societies due to different reasons. The technical team of SEARCRC Societies decided to review the existing roster in 2014 following the criteria below:

- § Members who have been working as volunteers and staff of NS;
- § Members who can communicate in English. A regional language is always an asset;
- § Members who can be available for deployment within 72 hours of request;
- § Members having good mental and physical health;
- § Members who have good facilitation skills; and
- § Members who can be released by NS to facilitate the RDRT and NDRT training across the region

The summary of updated RDRT roster as of October 2014 is as follows:

No	National Societies	Induction	Relief	Logistics	IT	Health	WATSAN	Total	Gender	Remarks
1	Brunei	info not available	info not available	info not available	info not available	info not available	info not available			Info is not available
2	Cambodia	10	6	1	1	4	1	13	M=11, F=2	13 members are active.
3	Laos	4		1			1	4		Four are active RDRT members. Out of 4, one person was trained on Induction, Logistics and WATSAN.
4	Indonesia	9		3		4	6	22	M=21, F=1	Total 22 members are active. Out of 22, 2 people were trained on Induction and WATSAN and one person trained on Induction and Logistics.
5	Malaysia	info not available	info not available	info not available	info not available	info not available	info not available			Info is not available
6	Myanmar	2	2	2		1	1	8	M=4 and F=4	So total 8 are active members.
7	Philippines		18	3			10	21		21 are active RDRT members. Out of them, two members were trained on Relief and Logistics

										both and eight members were trained on relief and WATSAN as well.
8	Singapore	As per Singapore RC- they do not have standby people as RDRT Elite group members.								
9	Thailand	18				18	6	18	M-2, F-20	18 RDRT are active. These 18 were trained on Induction as well as Health. Among them, six people were trained on WATSAN as well.
10	Timor Leste	1					2	3	M-3	3 members are active.
11	Viet Name	3		1		1	1	6	M=4, F=2	All six are active.
	Total							95		

As per this exercise, 95 people who were trained as RDRT can be reached by NS as of Oct, 2014. So initial roster of 350 people can be replaced by the attached roster list. Information from Malaysia Red Crescent and Brunei Red Crescent are yet to be updated.

The technical team recommended reviewing the roster further in order to finalize the roster for Elite RDRT with following criteria and the same criteria have been recommended to nominate participants for RDRT training in the future.

- § At least 1 year experience in a disaster response operation in the country represented;
- § Attended the National Disaster Response Team Induction Training of the NS;
- § English language skills ;
- § Good report writing (knowledgeable to write a report);
- § Possess at least one specialized skills such as relief, watsan, logistics, health, shelter – camp management, or IT;
- § Team player;
- § Self-reliance and discipline.

Standard curriculum and manual will be used to conduct the RDRT Induction training. The manual has been developed by IFRC/ AP Zone and recently tested in South Asia.

2.3. Maximization of RDRT

One of the lessons learned from Haiyan operation is that RDRT/s were marginalized and underused. Following this lesson, the team has recommended three different scenarios to upcoming SEARCRC leaders' meeting to maximize the RDRT/s in the future:

Scenario 1: RDRT should be deployed along with DREF operation, if the DREF exceeds 150,000 CHF. If IFRC launches the emergency appeal for affected NS, RDRT deployment provision must come automatically. The number of RDRT members and duration of deployment should be finalized as per the context and needs. DREF and emergency appeal need to cover the cost of RDRT/s.

Scenario 2: If government announces a state of emergency following any given disaster/crisis, RDRT may also be deployed. The number and duration of RDRT deployment should be finalized as per the context and needs. Funding will be explored within peer National Societies of the region and IFRC.

Scenario 3: If the humanitarian community activates the cluster system (formally and informally) because of different political reasons to address the needs following disasters/crisis, RDRT should be deployed. Funding will be explored within peer National Societies of the region and IFRC.

Scenario 4: RDRT should be deployed to participate in different exercises which are organized by different regional organizations like ASEAN, bilaterally/multilaterally by governments of this region etc during non-

emergency time as a part of preparedness measure. RDRT also should be mobilized to train NDRT and RDRT people as facilitator/co-facilitator within the region as part of regional cooperation and peer learning. Funding will be explored within peer National Societies of the region and IFRC.

IFRC has been working to review the global tools at the global level. AP Zone/DMU represents us for this process. A brief update was shared by an AP Zone colleague during the meeting. RDRT is one of the global tools, so SEARCRC along with SEARD will develop/revise the ToR and SoP accordingly. It has been well discussed in the meeting that RDRT is a global (i.e. worldwide) tool that helps to maintain the standard and quality whereas management of RDRT remains at the zone/regional levels.

The meeting discussed the following points in length while discussing ToR and SoP:

- Length of deployment: The length of deployment for one RDRT member should be around 4 weeks.
- Counterpart system for RDRT in Host NS: RDRT members should work with host NS in most situations. It will be very useful to strengthen peer learning, if RDRT members are connected with counterparts from Host NS.
- Pre-agreement with leaders and alert system: Different scenarios have been discussed to make deployment process fast. Scenarios are already elaborated above. It will be good to have pre-agreement with leaders for the deployment in line with scenarios. Communication flow to alert the RDRT members was also discussed. The team recommended that communication must address to Secretary General and copy to Head of DM and Health of sending NS along with RDRT member. Head of DM and Health are responsible to speed up the internal process to release the RDRT members from her/his regular responsibilities.
- Briefing and debriefing: should be conducted in sending NS, IFRC as well as hosting NS. IFRC should share the evaluation of RDRT members to the Secretary General of sending NS.

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2.4. RDRT's Equipment

Since IFRC does not have any standard list for RDRT, the meeting discussed in length and identified below as essential items for RDRT members during deployment. Since RDRT is a global tool, the team has agreed to get confirmation from AP zone about these essential items to maintain standards with AP zone. Equipment's list is enclosed in Annex-1.

3. Conclusions:

The two-day meeting was completed with the following conclusions to share with upcoming SEARCRC leadership meeting as recommendations.

- § Standardization of NDRT training as per national, regional and global context. This helps to enhance the capacity of the RCRC volunteers and staff gradually as well as to increase the effectiveness of national and local response. The database of NDRT people should be maintained at National Society level, and should be used to nominate participants for RDRT training.
- § RDRT roster will be updated as per the set criteria and roster should be updated annually. This will further support to establish the strong connections between RDRT members, NSs and IFRC. The current roster list will be updated after completion of current exercise.
- § The four different scenarios mentioned above should be considered as pre-agreement scenarios between NS and SEARD to deploy RDRT members. The pre-agreement should also include the release

of selected RDRT members within 72 hours of deployment confirmation from SEARD. SEARD should check the availability of RDRT members for deployment with Secretary General of NS and copy to DM and Health Manager.

- § RDRT members should be deployed with essential set of equipment as discussed.

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Annex 1: Proposed standard individual RDRT member kit

Item	Units
Laptop (with all accessories) – new	1
USB memory stick (64 GB) – containing all key documents	1
Mobile phone with wind-up charger	1
Electrical adapters / car charger	1
Head Torch with spare batteries	1
Rain gear : coat and trousers (light weight) + rubber boots	1 set
Compass	1
GPS	1
Sarong / "loin cloth"	1
Mosquito net / dome	1
Digital camera + charger + memory stick (shock and water proof)	1
Sleeping bag with liner (thinner – more portable)	1
Pocket Knife/multi-tool, Swiss army model etc. (not in hand luggage)	1
Sewing kit (not in hand luggage)	1
Water bottle with purification filter (empty) + water purification tablets	1
First Aid Kit, including: - Oral Rehydration salts - Anti-diarrheal drug (Immodium) - Anti-inflammatory cream - Antifungal cream - Mosquito repellent - Paracetamol - Hand sanitizer (gel)	1 set
Protective Masks/Respirators (N95)	At least 5 pcs
Self sanitizing bags	5
Some dry food (granola bar, instant noodle, nuts, dried fruits, etc.)	1
Mug, plate, eating utensils	1
Rope (2 x 5m) – light	1
Light T-shirt / polo (depending temperature)	2 or 3
Vest + cap	1
Backpack / suitcase	1
Stay safe / other security manual (hard copy)	1
Sphere standards (extracts – hard copy)	1
Notepad + pen / pencil	
Note: this list is understood for 1 RDRT member.	