# Meeting minutes

**RDRT taskforce for AP Zone**

**Time: 2014-06-12 11.00 -13.00**

**Present:**

Vijay Kumar Ummidi SARD  
Yili Liao EARD  
Sanjeev Kumar Kafley SEARD  
Vuli Gauna Pacific RD  
Jay Matta AP Zone Health Unit  
Leif Jonsson AP Zone DMU  
TingTing Sun AP Zone DMU   
 **Excused:**

Kazutaka Isaka EARD  
Florent Chane AP Zone ZLU  
Ysabeau Rycx Pacific RD

**Notetaker:** TingTing Sun

These minutes are consolidated based on discussions both from this teleconference and with the technical focal points in KL who were not available for this meeting (logistics and health).

1. review of Asia Pacific RDRT overall goal and updates from respective regions:

* DMU briefly updated the global RDRT initiatives in progress including first draft RDRT mandate ,global tools review ,Typhoon Haiyan RTE and planned global RDRT task force teleconference in June.
* To further tap into the interest and level of commitment from national societies and inform the direction of RDRT development, it was discussed to **launch an online survey** for all Asia Pacific national societies. This survey could be carried out through two levels ,initially for NS senior management with very generic questionnaire and then followed by RDRT member detailed survey. The appropriate communication approach will be confirmed later.
* Apart from this, the meeting also agreed to collect information on best practice and stories to formalise a Asia Pacific RDRT communication paper for advocacy purpose. The APZ communication coordinator will be consulted on the appropriate format to follow.
* The Pacific shared the experiences from recent deployment of two RDRT:s to support emergency response operations for floods in Solomon Islands during second quarter of 2014. The feedback was positive from both the ONS, the deployed RDRTs and the IFRC Regional Delegation.The Pacific Regional Delegation wants to expand the roster and increase the yearly number of deployed RDRTs.

2. Roster

* Considering the fact that the existing RDRT data is a bit scattered at regions and technical sectors , a consensus has been reached that the consolidation process will be led by respective regions with support from DMU and APZ technical focal point.
* It is generally recognized to have a common roster based on RMS which could be used across regions as well as contribute to cross-zone deployment. The initial budget for migration to a zone-wide database/ roster management tool has been estimated to US$ 18 000 and annual running costs to maintain the tool will be around US$ 4000. Relevant resource mobilization need to be planned which is also subject to the costs to implement actions based on senior management response to lessons learnt in Typhoon Haiyan RTE.
* Some concerns were expressed in terms of possibility of migrating existing data to the new systems and relevant workload to collect new information from RDRT members. SARD will directly consult with APZ RMS focal point to analyse the possible solution and share with all the task force members.
* Health : there is a list of 250 health professionals consisting of NS staff and volunteers and IFRC staff (via regional and zonal EH trainings; zonal trainings include participant assessment for readiness to be deployed. List need to be updated to know if people are in the system and can still be engaged in EH. Tracking survey is planned.

3.Training

* SARD will organize a RDRT ICT training (specialized training) in July with support from New Zealand RC .
* SARD is seeking the opportunity to co-organize **an induction training** jointly with Zone and other interested regional delegations. A face to face meeting for AP RDRT task force could be arranged back to back with the induction course. Both SEA and Pacific representatives were interested to explore the possibility of joint training.
* A WASH training will take place in Indonesia in October.
* Globally, 5 RDRT members will be offered a seat in the next FACT training provided that they meet the qualification criteria (Timing TBC).
* It is strongly recommended to streamline the communication for any ERU/FACT training invitation to NSs by keeping regional/country delegation informed ,as such required support could be coordinated.
* AP Zone DMU will draft a training calendar open for contributions on DM training events targeting participants within the zone.

4. Work plan

Based on the discussions during the meeting, a draft work plan for 2014 detailing key tasks and responsibilities as well as a new indicative budget for the activities, will be developed by the DMU and circulated within the task force for feedback before finalization.