



International Federation
of Red Cross and Red Crescent Societies

Process Report on Disaster Risk Reduction Field Session

21- 30 May, 2012

Yaan City, Sichuan, China



*With special thanks to the Red Cross Society of China
for hosting and organizing the event*

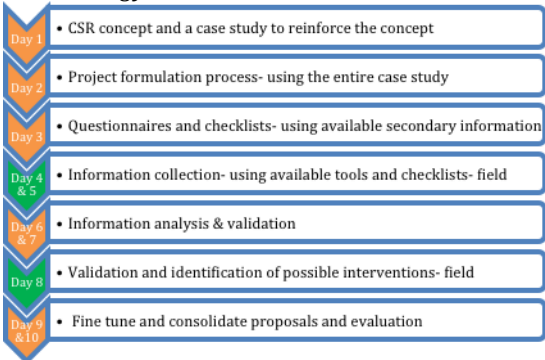
With financial support from



Australian Government
AusAID

The report consists of two main parts (1) the process and outcomes of the event day by day (2) some observation and recommendation for future replication and follow up actions.

1. What has happened and outcomes plus lessons learned:

Day	Contents	Outcomes	Remarks/lessons
Day 1	<p>Session 0: Participant and DRR FS introduction</p> <p>The session aims to get to know each other and what to be agenda for the next ten days. Note: no agenda is shared with participants in advance and day-by-day agenda is formed accordingly.</p>	<p>Participants found the common things such as same color shirts, same day of birth and introduce their names.</p> <p>The DRR FS introduction started with mapping out how many participants are familiar with VCA/CBHFA or other community assessment follows by the objectives and flow of the event.</p> <p><i>To enhance the understanding, rational, and practice of integration in order to achieve safer and resilient community purpose through the application of community based assessment methodology.</i></p>  <ul style="list-style-type: none"> Day 1 • CSR concept and a case study to reinforce the concept Day 2 • Project formulation process- using the entire case study Day 3 • Questionnaires and checklists- using available secondary information Day 4 & 5 • Information collection- using available tools and checklists- field Day 6 & 7 • Information analysis & validation Day 8 • Validation and identification of possible interventions- field Day 9 & 10 • Fine tune and consolidate proposals and evaluation 	<p>It is suggested that assessing participants in VCA/CBHFA or field assessment is needed to make sure all will be in the same level of understanding and orientation where applicable.</p>
	<p>Session 1: Concept and Process of Community Safety and Resilience.</p> <p>The session focuses on defining:</p> <ul style="list-style-type: none"> - Why resilience approach? - Characteristics of a resilient community? 	<p>The evolving concept of community resilience has been shared: <i>“Resilience is an integrated concept that allows multiple risks and their impacts on vulnerable people to be considered together. Integrating various approaches to development work with humanitarian work”</i>.</p> <p>Seven key principles of resilience approach were discussed which are:</p> <ul style="list-style-type: none"> - People first - Local ownership - Comprehensive approach - Acknowledging interdependencies - Long term perspective - Working in partnership - Know the limits <p>In addition, a proposed approach toward resilience was discussed among participants:</p> <ul style="list-style-type: none"> - Risk focus resilience - Community mobilization to empowerment - Networking and collaboration - Mitigation and preparedness - Early warning early actions - NS development 	
	<p>Session 2: Terminologies</p> <p>The session aims to provide participants same understanding of some key definitions related to CSR such as: Hazard/threat; Risk/impact; Elements at risk; Vulnerability; and Capacity.</p>	<p>Brain storm method in couple with group work was used to maximize the participation by asking participants to use meta cards and write up their perception against five key components:</p> <ul style="list-style-type: none"> - Hazard/threat - Risk/impact - Elements at risk - Vulnerability - Capacity <p>Examples to illustrate those definitions were shared by both participants and facilitators to demonstrate them.</p> <p>A demonstration of when it is considered a DISASTER was also explained as it involves</p>	<p>It is suggested that participants should go for both level of perception:</p> <ul style="list-style-type: none"> • Theory with definition • Examples to reinforce their perception • Concrete explanation of the importance of these five elements is needed.

		<p>RISK/IMPACT. It is clearly seen by many that a hazard happens causing no or less impact it is likely being considered as a HAZARD/THREAT rather than a DISASTER.</p> <p>These definitions to be further reinforced under the Session 3 with a case study.</p>	
	<p>Session 3: Case study</p> <p>The session objective is to get participants to deal with a complex situation of a virtual community where different threats/issues to be projected. In addition, it is suggested that participants need to get familiar with five components in identification and analysis of information.</p> <ul style="list-style-type: none"> - Threats/hazards - Potential risks - Elements at risk - Vulnerability - Capacity 	<p>Upon the introduction of the case study, four groups were formed taking into consideration of experience and background. Each group was asked to review the case study and try to respond to five questions following:</p> <ol style="list-style-type: none"> 1. What threats/hazards they are facing? 2. What are impacts? 3. Who and what affected? 4. Why these impacts happen? 5. What are available resources? <p>All four groups were able to work on these questions using different color of meta cards. Once it is completed, plenary discussion was made to discuss and agree on methodology toward the case study analysis against five components.</p> <p>The key messages are:</p> <p>It is advised that future projection and prediction should be there to ensure</p>	<p>Lessons learned:</p> <ul style="list-style-type: none"> • Teamwork and various expertise make different. • Technical analysis make the logical linkages • Assessment method • Clear definition from the beginning helps better process • Step by step analysis process <p>To be improved:</p> <ul style="list-style-type: none"> • Clear roles and responsibilities among team members • More exercise in different scenarios • Focus on identification of Risk and Vulnerability • More time for direct observation • Invest more time in systematizing outputs • Strong and logical linkages
Day 2	<p>Why game: The purpose of this game is to guide participants on how to find out direct causes/indirect causes and root causes of a problem.</p>	<p>The facilitator explained to all the rules and list down 5 questions below for each group to play:</p> <ul style="list-style-type: none"> - Why people like Facebook? - Why do you like travelling? - Why people like to eat rice? - Why you are here? - Why do you work hard? 	<p>It is well received by all participants and it is a good exercise to link up with problem tree development process</p>
	<p>Session 4: Project formulation process.</p> <p>The session aims to equip participants with basic skills in how identify problems and address them step by step in programme planning manner.</p>	<p>Based on the Session 3' outcomes, all four groups were asked to work on the following:</p> <ul style="list-style-type: none"> - Problem identification - Problem statement - Problem tree - Objective tree <p>Four problem statements were discussed and identified:</p> <ul style="list-style-type: none"> - Increased food insecurity - Increased malaria and dengue - High rate of death due to road accident - Migration <p>Since problem statements formulated, four groups were asked to work on problem tree to identify DIRECT, INDIRECT and ROOT causes. Followed by the conversion of problem tree into objective tree from all four above identified problems.</p>	

	<p>Session 5: Health related risks in program planning. The session aims to equip participant's basic knowledge and awareness of rising health related threats due to changing climate.</p>	<p>The presentation focused on addressing two major issues of how climate change affecting health including potential diseases/outbreaks and how to minimize the impacts within RCRC context.</p> <p>Steps to move forward:</p> <ul style="list-style-type: none"> - Collecting background information - Integrating CCA into programming - Enhancing Preparedness (Response and Contingency Planning) - Enhancing Disaster Risk Reduction - Enhancing Early Warning - Advocacy and establishing Partnership - Evaluation <p>To wrap up the session, the facilitator share key messages on adaptation measures against four major health problems:</p> <ul style="list-style-type: none"> - Air pollution - Water borne diseases - Vector borne diseases - Extreme weather change 	<p>8/20 participants have health background and the presentation structure is very simple and straightforward then it is not so hard to get our messages crossed.</p>
Day 3	<p>Session 6: TOOLS orientation: Based on the participant assessment from Day 1, it is advised to equip all participants with basic knowledge and skills on how to facilitate the TOOLS with the community. Four TOOLS were selected such as:</p> <ul style="list-style-type: none"> - Mapping - Seasonal Calendar - Historical Profile - FGDs 	<p>Each group was asked to prepare presentation for one tool focusing on:</p> <ul style="list-style-type: none"> - What is the purpose of using this tool? - Step by step process on how to conduct the tool? <p>Following presentation from each group, participants had chance to express their real-life experience in using the tool with the community people.</p> <p>To wrap up the session, facilitators have also shared some practical tips on how to best engage people in the tool application and key information can be collected from each tool.</p>	<p>It was a very good learning process in which participants had opportunities to work in a team and demonstrate their facilitation skills and knowledge. By doing so, participants expose to REAL learning rather than being coached by a presentation from the facilitator.</p>
	<p>Session 7: Community briefing and field preparation. The session objective is to get participants PREPARED and READY for field assessment. Teamwork is highly considered in this session.</p>	<p>The Red Cross Society of China has selected two communities for the field assessment with one rural and one semi-urban setting. Both community profiles were presented to the participants with basic information and potential risks they are facing. In response to the above-mentioned scenarios, the participants were shaped into two teams, in which one consists of 10 and the other 9 members. By the end of the day, both teams were able to finalize the Field Plan of Action covering:</p> <ul style="list-style-type: none"> - Step by step process with timeline - Tools to be executed - Task assignment among the team - Logistics needed 	<p>It is perfect plan to have two different settings selected for field assessment and learning as two communities hold different aspects regarding to RISK and VULNERABILITY factors and challenges as well.</p>
Day 4 and 5	<p>Field investigation and information collection.</p>	<p>Both teams were able to carry out below TOOLS with the community people:</p> <ul style="list-style-type: none"> - Mapping (social/hazards/resources) - Direct observation - Seasonal Calendar - Historical Profile - FGDs - Key informant interview (KIIs) 	<ul style="list-style-type: none"> • Good community participation • Back-up plans in case needed • Better engagement with community people needs to be done to ensure no one left out from the discussion.
Day 6	<p>Session 8: Information Analysis It is extremely important to put all information</p>	<p>The information analysis part consists of a template which refer to five key elements such as:</p> <ul style="list-style-type: none"> - Hazards/threats 	<p>It is highly agreed that collected information should be systematized into this template that</p>

	collected through using tools into a right template which will be easily used for the development of problem tree and objective tree later on.	<ul style="list-style-type: none"> - Risks/impacts - Elements at risk - Vulnerability - Capacity <p>Both teams were able to extract information from used tools into this template for next steps.</p>	<p>will be easy for all to see the linkages and use the information for problem identification.</p> <p>It is observed that more time to be allocated to this part, as it is the CENTRAL part to move ahead. In addition, contradiction among the team members were seen however it is common when doing the analysis of information.</p>
	Session 9: Problem identification and statement	<p>It is imperative to look into three elements, from the Information Analysis Matrix, which are: Risk; Elements at risk; and Vulnerability to formulate a Problem Statement. It is a very right time to recall all information collected during the field assessment and take into consideration of the MOST critical concerns of the community. After review them, both agreed to come up with one problem statement as follow:</p> <ol style="list-style-type: none"> 1. Limited livelihood opportunities 2. 70% of residents in Dongfeng have limited access to safe water <p>Once these above statements formed, the groups worked on the problem tree by identifying: direct; indirect and root causes.</p>	
	Session 10: Problem Tree The session objective is to have an in- depth discussion among the group to find out direct; indirect and root causes of the problem.	<p>Both teams were able to complete the problem trees based on the problem statement identified and largely agreed by all the team members.</p> <p><i>For details, refer to the consolidated proposals.</i></p> <p>It is observed that negotiation skills needed to seek consensus as the fact that sometime the discussion went too far from the process without coming to final compromise. In addition, individual mindset (subjective) has influenced the group discussion and from constructive learning point of view this MUST be removed.</p>	<ul style="list-style-type: none"> • It is an important but time consuming process • Integrated thinking helps find out better solutions • Dynamic expertise help rich discussion • Logical thinking leads to logical linkage <p>To be improved:</p> <ul style="list-style-type: none"> • Household level visits and discussion needed • Better time management • Problem tree should be done with community • Better preparation for FGDs at community level
Day 7	Session 11: Objective Tree The objective of the session is to further enhance participant skills and knowledge on how to form a good proposal based on the existing and real scenario of the community.	<p>Both teams were able to convert Problem Tree into Objective Tree following two major steps:</p> <ul style="list-style-type: none"> - Conversion of negative statements from problem tree into positive statements - Cross- check the logic of the Objective tree and revise accordingly <p><i>For details, refer to the consolidated proposals.</i></p>	
	Session 12: Action Plan This session aims to identify possible intervention to address the identified problems	<p>A process of triangulation was presented together with a template of Action Plan to ensure participants understand the sequence of the process moving from problem tree to objective tree and action plan.</p> <p>Some suggestions for the validation day in the field were discussed and shared with all participants to ensure the process get full support and attention from the community. Then both teams worked on the preparation including translation of problem tree; objective tree and activities into Chinese to ensure the full</p>	

		participation.	
Day 8	Information validation and triangulation with community people	From observation and feedback from participants, both teams were able to work with community people to go through all issues identified during the analysis in the meeting room (problem tree and objective tree). Both groups were satisfied with the methodology used and outcomes thanks to full participation and inputs from the community.	<ul style="list-style-type: none"> • Able to correct and confirm our findings • Right direction to involve the community into the validation process. • It is a mutual benefit process (community and us) • It is a good chance for awareness with experience sharing • Community people have less awareness of the problem and objective tree To be improved: <ul style="list-style-type: none"> • Games and social activities to engage people are vital • Avoid asking the same questions to the same group of people again and again • Informal setting might break the tension • Encourage all people to speak rather than a few • Better presentation of why we are here for to avoid expectation from the community
Day 9	Revise and documentation of the consolidated proposal	Both groups have spent significant time together to revise problem tree and objective tree plus possible interventions after returning from the field. A consolidated proposal was introduced and completed by both teams. <i>For details, refer to attached proposals.</i>	
Day 10	Final Evaluation	The evaluation started with sharing the final agenda and one page process of the event and participants were asked to fill in the evaluation form and followed by a plenary discussion.	
	Presentation of the proposals	Both teams presented their consolidated proposals in plenary following the guidance.	

2. Overall observation and recommendation:

2.1. Participants:

Strong commitments from participants were seen throughout the event. 80% of participants are rich in terms of experience and background leading to dynamic discussion. However, to ensure the event benefits all and all to best perform the job, strict criteria for selection to be followed as clearly stated in the DRR Field Session Concept Paper by the IFRC SEA Regional Delegation.

2.2. Administration and logistics:

The venue and logistics arrangement for the event were a perfect choice and excellent support from the RCSC's Yaan branch and Sichuan prefecture were clearly seen throughout the event. In addition, the IFRC East Asia RD team performed the best and possible logistics prior, during and after the event.

2.3. Community selection:

A perfect choice to be chosen (a rural and a semi-urban setting) by the RCSC and the IFRC East Asia Regional Delegation to maximize learning for participants, facilitators and community people.

2.4. Recommendation:

Since this session has so far taken at the regional level, it would be good to roll out at national level by maximizing existing human resources at the national society level.


Annexes to the report:

Annex 1: Final Agenda

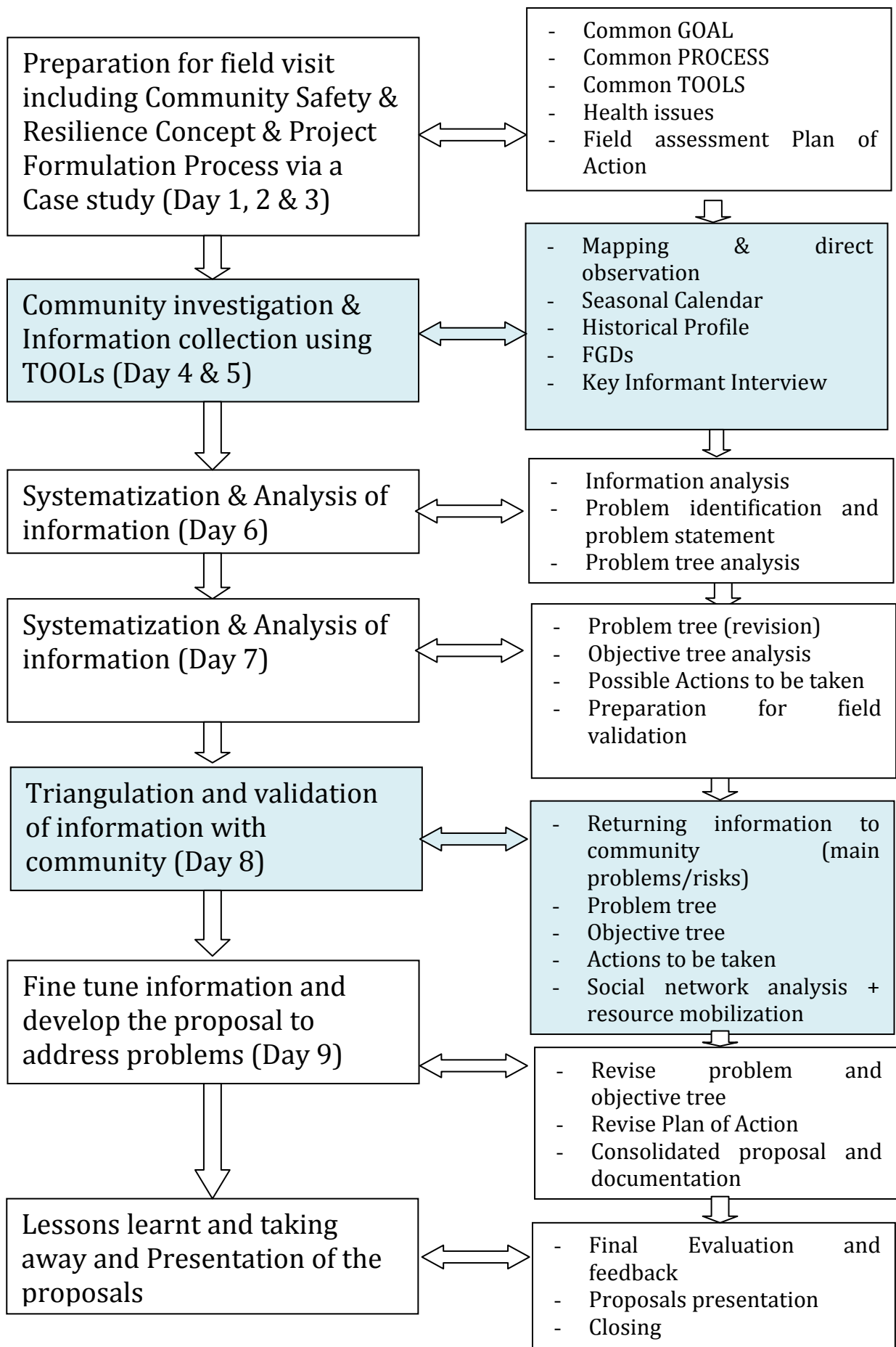
Annex 2: Disaster Risk Reduction Field Session Process

Annex 3: Photo gallery

Annex 1: Disaster Risk Reduction Field Session Agenda

<div><div></div><div>International Federation of Red Cross and Red Crescent Societies</div></div> <div>Disaster Risk Reduction Field Session Sichuan, China, 21- 30 May, 2012</div>											
	Day 1, Mon 21 Hotel	Day 2, Tue 22 Hotel	Day 3, Wed 23 Hotel	Day 4, Thur 24 Community	Day 5, Fri 25 Community	Day 6, Sat 26 Hotel	Day 7, Sun 27 Hotel	Day 8, Mon 28 Community	Day 9, Tue 29 Hotel	Day 10, Wed 30 Hotel	
9:00- 10:30	8:00 - 9:00 Participants registration 9:00- 9:30 Opening ceremony 10:00- 10:30 Introduction (participants & DRR Field Session)	S3: 9:00- 10:30 (c ont) Case study to enhance CSR concept and terminologies	S6: 9:00- 10:30 TOOLS Demonstration and Orientation	Leaving hotel at 7:00 Meeting & introduction to community members	Leaving hotel at 7:00 Community investigation and information collection	S8: 9:00- 10:30 Information Analysis Process	S10: 9:00- 10:30 Objective Tree Analysis (fine tune)	Leaving hotel at 7:00 Information validation with community Problems tree & objective tree	Revise problem tree, objective tree and Plan of Action	9:00- 10:30 Final Evaluation and recommendation	
10:30- 10:45	Coffee & tea break										
10:45- 12:00	S1: 10:45 - 12:00 Concept & Process of Community Safety and Resilience	S4: 10:45- 12:00 Project planning process: Problem Identification; Ranking; Problem Tree; Objective Tree	S7: 10:45- 12:00 Group preparation: Review community profile and other source of info, decide key area of info enquiry, design key questionnaires, assign role amongst group member, selecting & preparing material/equipment needed.	Community investigation and information collection	Community investigation and information collection	S8: 10:45- 11:30 Information analysis process (cont) S9: 11:30- 12:30 Problem Statement	S11: 11:00- 12:00 Objective Tree Analysis	Possible activities Resourcing the action plan	Working on Consolidated Proposal	Consolidated Proposal Presentation Closing	
12:00-13:00	LUNCH										
13:00- 15:30	S2: 13:00- 15:30 Key terminologies	S4: Cont Project planning process: Problem Identification; Ranking; Problem Tree; Objective Tree	Group preparation: Review community profile and other source of info, decide key area of info enquiry, design key questionnaires, assign role amongst group member, selecting & preparing material/equipment needed.	At hotel : Review the day and prepare for next day.		S10: 13:30- 15:30 Problem Tree Analysis	S12: 13:00- 15:30 Plan of Action		Working on Consolidated Proposal	Free time	
15:30-15:45	Coffee & tea break										
15:45- 17:00	S3: 15:45- 17:00 Case study to enhance CSR concept and terminologies	S5: 15:45- 17:00 Health related risks in programme planning	Field Plan of Action	At hotel : Review the day and prepare for next day.		S10: 15:45- 17:00 Problem Tree Analysis (cont)	Tips for validation of information in the community		Working on Presentation		

Annex 2: Disaster Risk Reduction Field Session Process



Annex 3: Photo gallery



DRR FS opening ceremony



Participants are analysing information from the case study



Information analysis from the case study



Problem Tree Analysis



TOOL demonstration



TOOL demonstration



Group preparation for field assessment



Information collection with community people



Team work spirit needed at all time



Information analysis is a challenge as always



Sharing findings from the field assessment



Community engagement is key success in any assessment