



ASEAN AGREEMENT ON DISASTER MANAGEMENT AND EMERGENCY RESPONSE

Work Programme for 2010 - 2015

Building disaster-resilient nations and safer communities

ASEAN AGREEMENT ON DISASTER MANAGEMENT AND EMERGENCY RESPONSE (AADMER)

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EXECUTIVE SUMMARY

The ASEAN Agreement on Disaster Management and Emergency Response or AADMER has been ratified by all ten Member States and entered into force on 24 December 2009. The AADMER is a proactive regional framework for cooperation, coordination, technical assistance, and resource mobilisation in all aspects of disaster management. It also affirms ASEAN's commitment to the Hyogo Framework of Action (HFA) and is the first legally-binding HFA-related instrument in the world.

The Work Programme seeks to translate AADMER's spirit and intent into concrete actions and initiatives to be implemented from 2010 to 2015 in order to attain the ASEAN vision of disaster resilient nations and safe communities by 2015. Adopted by the 15th Meeting of the ASEAN Committee on Disaster Management (ACDM) as a rolling plan, many strategic priorities will kick start in Phase 1 (2010-2012). However, Phase 1 also includes ongoing activities initiated in the previous cycle (2004-2010) as well as those that are already in the pipeline. Phase 2 (2013-2015) activities will sustain the momentum and further strengthen disaster management capacities, mechanisms, and systems that have been developed and/or established. This First Reprint of the Work Programme includes the List of Flagship Projects for AADMER Work Programme Phase 1 (2010-2012) as Annex 7, which was adopted by the 16th ACDM Meeting².

Being comprehensive, the AADMER Work Programme 2010-2015 covers all aspects of disaster management and thus outlines a detailed road map for four strategic components: (1) Risk Assessment, Early Warning and Monitoring; (2) Prevention and Mitigation; (3) Preparedness and Response; and (4) Recovery. Further, as a holistic Work Programme, six building blocks and drivers of the implementation process have also been determined to provide a firm foundation for the four components and to create synergy among the various parts of the Work Programme. These building blocks are: (1) Institutionalisation of AADMER; (2) Partnership Strategies; (3) Resource Mobilisation; (4) Outreach and Mainstreaming; (5) Training and Knowledge Management System; and (6) Information Management and Communication Technology.

Several ASEAN bodies will be involved in the implementation and monitoring of the Work Programme. The AHA Centre has been identified as the main operational engine in executing the activities in the Work Programme. The ACDM will provide policy oversight and supervision in the implementation process, and its Working Groups and Lead Shepherds will proffer technical guidance. The ASEAN Secretariat will continue to provide policy coordination support to ACDM and the Working Groups and perform functions as Secretariat to the AADMER. In line with the ASEAN Charter, the ASEAN Secretariat will also assist in monitoring the implementation of the AADMER Work Programme.

¹ The 15th ACDM Meeting was held on 11-12 March 2010 in Singapore.

² The 16th ACDM Meeting was held on 18-19 May 2010 in the Philippines.

I. INTRODUCTION

The ASEAN region is peopled by a diverse population of about 584 million, representing nine percent of the total world population. The region’s population is highly exposed to natural hazards such as storm, flood, drought, earthquake, landslide, volcanic eruption, wildfire, and epidemic. These disasters exact a tremendous toll on the physical, social, economic, cultural, and environmental capital of Member States.

Floods, storms, earthquakes and landslides were the most frequent hazards that devastated many cities and communities in different parts of the region from 2001 to 2009 (see Figure 1). All disaster events in the region arising from these hazards account for 14 percent of the world total number of disasters during the same period. While food was the most frequent hazard, earthquakes caused the most adverse impacts in terms of loss of life, number of injured and number of people made homeless (Figure 2).

Figure 1. Number of Occurrences by Hazard Type, 2001-2009

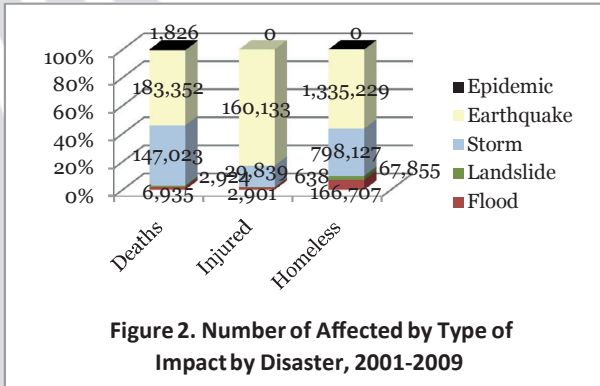
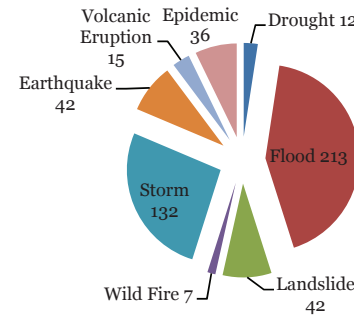


Figure 2. Number of Affected by Type of Impact by Disaster, 2001-2009

Though Member States have varying levels of exposure and vulnerability to different hazards, disasters adversely affect the ASEAN Community as a whole. The direct and indirect economic disaster losses suffered by affected Member States, for instance, influence the region’s economic competitiveness, prosperity, food security, political stability, and quality of life of its peoples. Globally, estimated damage due to all types of disasters mentioned above has reached almost USD 861 billion in the same period. About eight percent are accounted for by the region (See Annex 1 for raw data). Disasters is thus a development concern.

Recognising that the ASEAN region was at high risk to natural and human-induced disasters, ASEAN reached mutual agreements at the highest level to express its deep concern for the escalating impacts of disasters starting in 1976 with the **Declaration of ASEAN Concord I** and **ASEAN Declaration on Mutual Assistance on Natural Disasters**. This was followed by the **ASEAN Agreement on Transboundary Haze Pollution (2002)**, **Declaration of ASEAN Concord II (2003)**, and the **Declaration on Action to Strengthen Emergency Relief, Rehabilitation, Reconstruction**

and Prevention in the Aftermath of the Earthquake and Tsunami Disaster of 26 December 2004. These accords laid down the policy framework which mandates ASEAN to pursue programmatic disaster management initiatives at both the regional and national levels. In addition, the **ASEAN Charter**, signed in 2007 and entered into force in 2008, supports the **promotion of regional resilience and sustainable development through greater cooperation among Member States.**

Actions plans such as the **Regional Haze Action Plan (1998)**, **Vientiane Action Programme 2004-2010** on pursuing a comprehensive integration towards a more dynamic and resilient ASEAN Community by 2020, **Section B7 of the ASEAN Socio-Cultural Community Blueprint and Sections B5 to B6 of the ASEAN Political-Security Community Blueprint (2009)**, and the predecessor of this Work Programme, the **ASEAN Regional Programme on Disaster Management for 2004-2010**, have been formulated to follow through the implementation of such agreements and declarations.

More recently, the **ASEAN Agreement on Disaster Management and Emergency Response (AADMER)**, signed in July 2005, **entered into force on 24 December 2009.** This Agreement further fortifies the regional policy backbone on disaster management by giving priority to disaster risk reduction, thus enabling a more **proactive regional framework for cooperation, coordination, technical assistance, and resource mobilisation in all aspects of disaster management.** This paradigm shift of viewing **disasters as a development concern** from a purely humanitarian response and relief perspective underpins AADMER.

Further, in line with the **ASEAN Charter's purpose to promote an open, inclusive and transparent people-oriented ASEAN**, AADMER enshrines the active participation of all stakeholders such as non-governmental organisations, private sector, and local communities as a key to effective disaster management, even as the primary responsibility to respond to disasters and implement measures to reduce disaster risk falls on individual Member States.

The AADMER firmly affirms ASEAN's commitment to the **Hyogo Framework for Action (HFA)**. To concretise this commitment and operationalise AADMER, the **AADMER Work Programme for the period 2010 to 2015** is likewise designed to support the national agenda and complement capacities of Member States in the different aspects of disaster management to attain the **vision of disaster-resilient nations and safer communities within the region by 2015.**

Vision and Goals

The Work Programme translates the intent and spirit of AADMER into a comprehensive and holistic action plan for the period 2010 to 2015. It encompasses major aspects of disaster management, from risk assessment, disaster risk reduction, early warning, to preparedness and response and recovery. With the **vision of disaster-resilient nations and safer communities in the ASEAN region**, the overall goal of the Work Programme is to **substantially reduce loss of life and damage to economic, social, physical and environmental assets of ASEAN Member States caused by natural and human-induced disasters.**

The Work Programme specifically aims to:

1. Improve the capacities of ASEAN for regional risk assessment, effective and efficient regional early warning activities and continued monitoring that require inter-country collaboration to support disaster mitigation efforts of Member States as well as effect well-targeted response and recovery activities;
2. Assist Member States in mainstreaming disaster risk reduction into national development policies, plans, and sectoral programmes and in formulating and implementing risk reduction measures that link climate change adaptation and key sectors to ensure sustainable development;
3. Enhance disaster preparedness of Member States and improve ASEAN's responsiveness to major disasters in a manner that is collective, fast, reliable and in line with humanitarian standards through common operational procedures and mechanisms and rapid mobilisation of resources;
4. Develop technical and organisational capacities of Member States to lead, coordinate, and manage post-disaster recovery process through proactive recovery planning for early and long-term recovery, competency building in damage and loss assessment, strengthen mobilising resources, and fostering partnerships;
5. Technical and institutional capacities of Member States through the provision of capacity development and training programmes on disaster management and emergency response through active exchange of knowledge, experience, and expertise using various sharing and learning modes and through the facilitation of risk and disaster information/data sharing for more effective disaster management and emergency response;
6. Foster closer partnerships and more collaborative initiatives with partner organisations, international organisations, civil society, academia, and the military, among others, to promote disaster resilience in ASEAN from regional to local levels; and
7. Enhance disaster consciousness of the peoples in ASEAN to instill a culture of safety and resilience.

Guiding Principles

Consistent with the principles of the ASEAN Charter, the ASEAN Community Blueprints towards an ASEAN Community by 2015, and landmark agreements that legally bind all Member States, the AADMER Work Programme primarily adheres to a strategic regional approach to all aspects of disaster management and outlines activities that will add more value to and leverage the expected benefits of ongoing and planned national initiatives of Member States.

Specifically, the AADMER Work Programme:

1. Prioritises activities that are regionally focused due to geographic proximity, shared borders, and shared ecosystems;
2. Emphasises initiatives that address cross-boundary disaster impacts and concerns and that require collaboration among and between Member States, thus acting as a force multiplier at the regional level;
3. Supports activities that build on current national priorities and agenda and regional mechanisms in order to leverage expected benefits and outcomes at regional, national, and sub-national levels;
4. Espouses efforts that synergise existing networks and potential partnerships with all stakeholders for the benefits to cascade down to communities and redound to the greater majority for a more people-centred ASEAN;
5. Recognises the unique needs and potential contributions of various groups of stakeholders, particularly children, women, older people, and people with disabilities, in the processes of disaster risk reduction, response, and recovery and the necessity to include gender perspectives, human security and social equity issues, and transparency and accountability in the Work Programme implementation and monitoring;
6. Considers the linkages between the Work Programme components and related thematic programmes of ASEAN and aims to complement other ASEAN agreements and policies under such thematic programmes as climate change adaptation, environment, science and technology, health, pandemic preparedness and response, and education, among others; and
7. Operationalises the strategic objectives and actions outlined in the ASEAN Socio-Cultural Community Blueprint (in particular Section B.7) and the ASEAN Political-Security Community Blueprint (in particular Sections B.5 and B.6) as part of the Road Map for an ASEAN Community for the period 2009-2015.

II. STRATEGIC COMPONENTS

The Strategic Components, the core strategies and pillars that translate the spirit of AADMER and the principles of ASEAN in disaster management into concrete actions, consist of the following:

1. Risk Assessment, Early Warning and Monitoring;
2. Prevention and Mitigation;
3. Preparedness and Response; and
4. Recovery.

1. Risk Assessment, Early Warning and Monitoring (RAEWM)

This strategic component of the Work Programme aims to reduce loss of life and damage to property from natural and human-induced disasters through the identification of hazards and risks prior to impacts and by increasing warning time. The activities outlined in the three sub-components will allow for improved regional risk assessment and early warning activities with a focus on cross-boundary issues that require inter-country collaboration, thereby providing regional benefits, more inclusive disaster planning and mitigation efforts as well as targeted response and recovery activities.

1.1 Risk Assessment

With constant development and environmental change, risk is evolving and manifesting in new areas and among new populations. Identifying high risk populations and geographic areas and understanding underlying hazards, vulnerabilities, and disaster management capacities are critical to effectively plan for, respond to, and recover from disasters. Risk assessment activities are being undertaken in the region. However, they are not consistent in methodology, data content, or scale and resolution, and do not fully address requirements outlined in Article 5 of AADMER.

Objectives:

- Develop and implement a Regional Risk Assessment Programme that establishes protocols and best practices to complement already existing Member State initiatives;
- Develop and implement the necessary policy and procedural mechanisms to ensure that AHA Centre is able to receive and consolidate data from National Focal Points (NFPs) and disseminate to each Party the analysed data and risk level associated with identified hazards;
- Implement the necessary mechanisms and systems to ensure AHA Centre is able to conduct analysis on possible regional-level implications; and
- Develop and implement the necessary protocols to allow risk assessment outputs relating to regional hazards be made available to all ASEAN working groups.

Expected Outcomes:

- Establishment of a benchmark for risk-based people-centric Disaster Risk Reduction decision making, consistent with HFA;
- Increased capacity to perform and apply risk assessments at the national and regional level, to inform disaster prevention and mitigation initiatives;
- Consistent implementation of risk terminology and assessment methodology across the region;
- Consistent flow of usable risk related information within Member States and between Member States and the AHA Centre; and
- Increased awareness of transboundary issues that affect regional and national risks.

Lead Shepherd: Indonesia

Linked Activities:

- Global Earthquake Model-South East Asia
- UNISDR Regional Risk Assessments of Asia (ASEAN, SAARC, Central Asia)

1.2 Early Warning

Disaster losses can be reduced through early detection of hazards prior to impact and coordinated early warning. The continued development and enhancement of multi-hazard early warning systems in the ASEAN region will allow for more accurate and integrated observations, better impact assessments, as well as timely and coordinated dissemination of warning information through improved decision support systems.

Objectives:

- Ensure that Member States are able to establish, maintain, and periodically review national disaster early warning arrangements including early warning information systems, communication network, and public awareness and preparedness; and
- Build upon already existing ASEAN systems and capabilities such as DISCNet, OSADI, OSA-Map, and other national and regional systems and data providers to continue efforts to strengthen early warning capacity for the region.

Expected Outcomes:

- Enhanced national and regional capacity for early warning, including the establishment of a functioning multi-hazard regional platform and related protocols to enhance decision support capabilities;
- Consistent flow of usable, timely, reliable, and accurate hazard information between Member States and AHA Centre;
- Increased awareness of regional threats and hazards; and
- Better lead time for coordinated regional response.

Lead Shepherd: Viet Nam

Linked Activities:

- ASEAN Committee on Science and Technology (COST)

1.3 Monitoring

Continued monitoring of hazards, vulnerabilities, and disaster management capacities within a jurisdiction can allow for implementation of effective preparedness and response activities and is necessary for effective early warning actions. AADMER (Articles 5 and 7) requires that monitoring be conducted continuously in support of risk identification and early warning activities.

Objectives:

- Formulate policies and procedures to support monitoring of hazards, vulnerabilities, and disaster management capacities as well as risk, and
- Put in place regional mechanisms and support systems to facilitate Member States' cooperation, monitoring of hazards which have transboundary effects, and exchange of information including early warning information through appropriate arrangements.

Expected Outcomes:

- Institutionalisation of monitoring activities to help better coordinate risk assessment and early warning information, and
- Increased capacity and capability of Member States to monitor risk, current hazards, vulnerability, and disaster management capacity.

Lead Shepherd: Philippines

Linked Activities: ASEAN Committee on Science and Technology (COST)

Output-Activity Matrix of Risk Assessment, Early Warning and Monitoring (RAEWM):

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Regional Risk Assessment Programme scope including types of analysis, outputs and constraints developed.	1.1: Agreement on the definitions of critical terminology for risk assessments.	AHA Centre, ASEC, RAEWM Working Group	X						Agreement on terminology, general data requirements, types of analyses and outputs.
	1.2: Agreement on the type and scale of data to be collected.	AHA Centre, ASEC, RAEWM Working Group	X						
	1.3: Agreement on the type of analysis that will be conducted at national and sub-national levels.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						
	1.4: Agreement on the type of analysis that will be conducted at the regional level.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						Identification of necessary institutional and technical mechanisms to support risk assessment initiatives.
	1.5: Agreement on risk assessment outputs at national and regional levels.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						
	1.6: Discussion on how often and in what format data will be verified and updated.	AHA Centre, ASEC, RAEWM Working Group	X						
	1.7: Discussion to determine: What institutional and technical mechanisms are necessary for accurately sharing data & outputs?	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						
	1.8: Discussion to determine: What constraints, if any, should be placed on the sharing of national and regional risk assessment data and outputs?	AHA Centre, ASEC, RAEWM Working Group	X						
	1.9: Discussion to determine: How ASEAN can best support Member States accomplishing the agreed upon programme activities?	AHA Centre, ASEC, RAEWM Working Group	X						

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 2: Regional Early Warning Programme scope established.	2.1: Agreement on the definitions of critical terminology for Early Warning.	AHA Centre, ASEC, RAEWM Working Group	X						Key terminology defined. Regional early warning programme scope.
	2.2: Agreement on and clarification of the roles of Member States, ASEAN, and AHA Centre in Early Warning.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						
	2.3: Agreement on the sharing of monitoring data with AHA Centre.	AHA Centre, RAEWM Working Group, ACDM	X						
	2.4: Identification of necessary institutional and technical mechanisms to support Early Warning efforts.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						
Output 3: Regional Monitoring Programme scope established.	3.1: Identification of necessary institutional and technical mechanisms to support monitoring efforts throughout the region.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						Regional monitoring programme scope.
	3.2: Determine how best to integrate monitoring into multiple disaster management areas given the complex cross-cutting nature of activities.	AHA Centre, ASEC, RAEWM Working Group	X						
Output 4: Risk Assessment institutional and technical mechanisms developed and implemented.	4.1: Develop policy to support regional risk assessment.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						Policy, data collection and storage protocol.
	4.2: Develop the necessary systems to allow AHA Centre to collect, store, analyse, and disseminate data.	AHA Centre, ASEC, RAEWM Working Group	X						General regional analysis, guidelines and protocols.
	4.3: Develop protocols and guidelines for conducting a regional analysis of risk.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						Dissemination of outputs
	4.4: Develop protocols and guidelines for the dissemination of regional risk assessment outputs.	AHA Centre, ASEC, RAEWM Working Group, ACDM	X						

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 5: Risk Assessment Study conducted.	5.1: Identify datasets that are currently available within Member States	AHA Centre	X						Completion of the Risk Assessment Study and inventory of risk assessment activities and systems.
	5.2: Identify data, format, frequency and source.	AHA Centre	X						
	5.3: Inventory current risk assessment activities.	AHA Centre	X						
	5.4: Identify systems currently in use that facilitate data sharing including those used by existing regional facilities such as ASEAN Specialised Meteorological Centre (ASMC) and ASEAN Earthquake Information Centre (AEIC).	AHA Centre	X						
Output 6: Early Warning Report completed.	6.1: Authority and Liability.	AHA Centre, RAEWM Working Group	X						Early Warning Report.
	6.2: System Availability and Interoperability.		X						
	6.3: Communicating risk using an Early Warning system.		X						Early Warning Concept of Operations (CONOPS).
	6.4: Stocktaking of systems currently in use that facilitate data sharing.		X						
	6.5: Identify warning data providers/sources for each hazard.		X						
	6.6: AHA Centre initial EW CONOPS.		X						
Output 7: Monitoring Report completed.	7.1: Examine how Member States currently conduct monitoring activities for risk assessment and early warning initiatives.	AHA Centre, RAEWM Working Group							Completion of the Monitoring Report.
Output 8: National risk assessment guidelines on collection, storage analysis and dissemination formulated.	8.1: Presentation of Risk Assessment Study findings.	AHA Centre, RAEWM Working Group		X					Guidelines for Member States on data collection, storage, analysis, and dissemination.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	8.2: Agreement on ASEAN guidelines for the collection, storage, analysis, and dissemination of national risk assessment data.	RAEWM Working Group, ACDM		X					
Output 9: Guidelines on and best practices in regional early warning developed and disseminated to Member States.	9.1: Presentation of findings and recommendations of the EW Report.	AHA Centre, RAEWM Working Group		X					Formal Presentation of the Early Warning Report.
	9.2: Agreement related to questions of: Authority & Liability, System Availability & Interoperability, Communicating Risk, Notification procedures.	RAEWM Working Group, ACDM		X					Development of guidelines and best practices for regional Early Warning activities.
Output 10: Guidelines on and best practices in regional monitoring.	10.1: Presentation of findings and recommendations of the Monitoring Report.	AHA Centre, RAEWM Working Group	X						Formal presentation of the monitoring report. Development of guidelines and best practices for regional monitoring efforts.
Output 11: Early Warning architecture deployed.	11.1: Provisioning Systems; links & integration with existing platforms.	AHA Centre		X					Initial EW systems and CONOPS.
	11.2: Agreements with EW hazard Data Providers.	AHA Centre		X					
Output 12: Member State Risk Assessment data collection.	12.1: Data Collection.	Relevant agencies in Member States			X				Initial EW systems and CONOPS
	12.2: Analysis of collected data by Member States and submission of outputs to AHA Centre.	Relevant agencies in Member States, AHA Centre	X						

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 13: Early Warning necessary institutional and technical mechanisms tested. Multi-hazard decision support platform developed.	13.1: Continue development of CONOPS for institutional and technical mechanisms for a coordinated Early Warning programme.	AHA Centre			X				Full implementation of all institutional and technical mechanisms in support of Early Warning efforts. Development of the multi-hazard early warning and decision support platform.
	13.2: Continue implementation of institutional and technical mechanisms.	AHA Centre, relevant agencies in Member States			X				
	13.3: Development of a multi-hazard Early Warning and decision support platform.	AHA Centre, relevant agencies in Member States			X				
Output 14: Early Warning and Monitoring System implemented fully.	14.1: Develop institutional and technical mechanisms in AHA Centre, and Member States to establish an effective and coordinated Monitoring System.	AHA Centre, relevant agencies in Member States			X				Institutional and technical mechanisms in support of risk assessment and early warning monitoring efforts finalised.
	14.2: Implementation of institutional and technical mechanisms for early warning.	AHA Centre, relevant agencies in Member States			X				
Output 15: Regional Risk Assessment conducted.	15.1: Conduct of Regional Risk Assessment.	AHA Centre, RAEWM Working Group				X			Completion of the Regional Risk Assessment by AHA Centre.
Output 16: Early Warning System tested fully.	16.1: Testing of Early Warning System (multiple hazards over a 12-month period).	AHA Centre, relevant agencies in Member States				X			Fully functional Regional Early Warning System.
Output 17: Monitoring System tested.	17.1: Testing of Monitoring System and upgrading of the system where necessary and feasible.	AHA Centre, relevant agencies in Member States				X			Fully functional Regional Early Warning System.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 18: Regional Risk Assessment results presented.	18.1: Presentation and dissemination of the Regional Risk Assessment.	AHA Centre, RAEWM Working Group				X			Presentation of findings: ASEAN Regional Risk Assessment.
Output 19: Early Warning System study findings.	19.1: Presentation and dissemination of the Regional Early Warning System.	AHA Centre, RAEWM Working Group				X			Presentation of findings: ASEAN Regional Early Warning System.
Output 20: Monitoring system study findings.	20.1: Presentation and dissemination of Regional Monitoring System.	AHA Centre, RAEWM Working Group				X			Presentation of findings: ASEAN Regional Monitoring System.
Output 21: Regional Risk Assessment Programme evaluated.	21.1: Review of the policies and procedures to identify strengths and potential changes. Where appropriate and feasible, improvements will be made.	AHA Centre, RAEWM Working Group					X		Completion of evaluation, and presentation of recommendations.
Output 22: Early Warning Training Programme conducted.	22.1: Development of an Early Warning Training Programme for emergency management personnel.	AHA Centre					X		Hands-on Training on Early Warning.
	22.2: Implementation of training to teach how to quickly obtain and apply the Early Warning information to critical response decisions.	AHA Centre					X		

2. Prevention and Mitigation (P&M)

Natural disasters have caused tremendous losses and damage in terms of economic, social, physical, and environmental assets in ASEAN Member States. The predominant crisis-oriented approach to managing disasters took a turn in the early 1990s towards a disaster risk reduction (DRR) paradigm that underscore prevention and mitigation. The increasing recognition of the link between disaster and development contributed to this paradigm shift. Hence, a stronger strategy for disaster prevention and mitigation is necessary to safeguard lives and property, reduce disaster losses as well as ensure sustainable development.

This strategic component on Prevention and Mitigation builds on previous initiatives and accomplishments under the ASEAN Regional Programme on Disaster Management (ARPDM) 2004-2010 and broadens the scope of prevention and mitigation activities to assist Member States to improve their knowledge and capacities for effective DRR. This thrust will be achieved through eight sub-components outlined below.

2.1 Implementing National Action Plans on Disaster Risk Reduction and Strengthening Legal and Institutional Frameworks

Member States have developed legal frameworks and institutional arrangements to enable them to manage and reduce the risk of disasters (refer to table below). For DRR to take root and sustain DRR measures, it is necessary for Member States to establish a multi-stakeholder and multi-sectoral National Platform, develop and implement a DRR National Action Plan (NAP) and strengthen national legal and institutional frameworks.

Member State	DRR National Action Plan	Timeframe
Cambodia	Strategic National Action Plan for DRR	2008-2013
Indonesia	National Action Plan for Disaster Reduction	2006-2009
Lao PDR	Strategic National Action Plan for DRM	2003-2020
Myanmar	Myanmar Action Plan on DRR	2009-2015
Philippines	Strengthening DRR in the Philippines: Strategic National Action Plan	2009-2019
Thailand	Strategic National Action Plan for DRR	2010-2019
Viet Nam	National Action Plan for the Implementation of the National Strategy for Natural Disaster Prevention, Response and Mitigation to 2020	2009-2020

Objectives:

- Facilitate knowledge sharing on existing legal and institutional arrangements pertaining to DRR and lessons learned from legal and institutional reforms;
- Provide a periodic venue for sharing among Member States and for systematic monitoring of progress on the implementation of their respective DRR National Action Plan;
- Generate support among ASEAN ministers in enhancing an enabling environment for the implementation of DRR within Member States;
- Establish a regular reporting mechanism for ASEAN status on the implementation of AADMER and HFA; and
- Generate the highest commitment among the ASEAN Leaders in prioritising DRR as part of the Member States' development agenda.

Expected Outcomes:

- Increased number of Member States undertaking legal and institutional reforms on disaster management;
- Enhanced partnerships among government ministries, non-government organisations, and other stakeholders in the implementation of DRR National Action Plan;
- Inclusion of DRR in the national development agenda of Member States; and
- Strengthened commitment of ASEAN Member States to establish effective legal and institutional arrangements and operational DRR plans.

Lead Shepherd: Thailand

Linked Activities:

- UNISDR Establishment of National Platforms for DRR and Development of Strategic National Action Plan (SNAP)
- UNDP Global Mainstreaming Initiative for DRR

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Compendium of good practices in institutional strengthening and legal reforms on DRM in Member States.	1.1: Organisation of a regional workshop on current legal and institutional arrangements for disaster risk management (DRM) in Member States focusing on challenges and lessons learned to promote country specific legal and institutional reforms in disaster management.	ASEC, AHA Centre, ACDM		X	X				<p>Content outline for documentation of experiences, lessons learned and challenges in undertaking institutional and legal reforms on disaster management disseminated by ASEC to the Member States.</p> <p>Experiences, lessons learned and challenges in undertaking institutional and legal reforms on disaster management documented by Member States.</p> <p>Documentation finalised and submitted by Member States to ASEC.</p>
Output 2: Effective legal and institutional reforms on DRR in Member States.	2.1: Establishment of effective legal and institutional arrangements on disaster management by Member States.	Member States: NDMOs	X	X	X	X	X	X	<p>Legal and institutional reforms needed in disaster management identified and developed by Member States.</p> <p>Legal and institutional reforms on disaster management approved and implemented by Member States.</p>
	2.2: Establishment of national platform on DRM by Member States.	Member States: NDMOs	X	X	X	X	X	X	National platform on DRM developed, approved, and implemented by Member States.
Output 3: Establishment and implementation of effective National Action Plan on DRR by Member States.	3.1: Development of DRR Action Plan by Member States.	Member States: NDMOs	X	X	X	X	X	X	Process for the development of DRR National Action Plan established and carried out by Member States.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	3.2: Conduct of a periodic forum by Member States to assess the implementation of their National Platform and DRR National Action Plans.								<p>Contents identified by and broad consensus achieved among stakeholders on the National Action Plan on DRR.</p> <p>National Action Plan on DRR approved and implemented by Member States.</p> <p>Assessment tools and procedures on the implementation of National Platform and DRR National Action Plan identified and regularly carried out by Member States.</p>
Output 4: National and regional report reflecting Member States' experiences in mobilising multi-stakeholder contributions in the implementation of their DRR National Action Plan.	4.1: Holding of a periodic forum among Member States to exchange experiences on the status of their National Platforms and DRR National Action Plans, including challenges encountered and innovative approaches.	ASEC, AHA Centre, ACDM	X		X		X		<p>Content outline for reporting disseminated by ASEC to the Member States.</p> <p>Experiences on national implementation of DRR Action Plan documented by Member States.</p> <p>Documentation finalised and submitted by Member States to ASEC annually.</p>
Output 5: Documentation and analysis of ASEAN implementation of AADMER and HFA.	5.1: Conduct of a regular ASEAN reporting on the implementation of the AADMER and the HFA through a regional forum and development of a template to ensure standardised reporting on the AADMER and the HFA.	ASEC, ACDM	X	X	X	X	X	X	<p>Template for standardised reporting on AADMER and HFA disseminated to Member States by ASEC.</p> <p>Template filled-up annually and submitted to ASEC by Member States.</p>

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 6: Key DRR issues and action points for inclusion in the ASEAN Summit Agenda.	6.1: ACDM reporting on the progress of HFA and AADMER implementation in ASEAN and identification of agenda item for the COP and ASEAN Summit.	ASEC, ACDM	X	X	X	X	X	X	ACDM report on the progress of HFA and AADMER implementation in ASEAN completed. Agenda item for the COP and ASEAN Summit identified.

2.2 Mainstreaming Disaster Risk Reduction in National Development Plans

There has been some progress in integrating DRR in development planning in various countries in ASEAN. Cambodia, Indonesia, Lao PDR, Philippines, Thailand, and Viet Nam have initiated efforts to incorporate DRR measures in their respective national and local development plans. Mainstreaming of DRR in identified priority development sectors is also ongoing in Cambodia, Lao PDR, and the Philippines. This progress should be fortified and broadened to include all Member States.

Objectives:

- Promote the benefits of mainstreaming DRR in national and sectoral development plans;
- Understand mainstreaming DRR in national development planning from the perspective of planning and finance ministries and generate innovative ways of dealing with challenges in these areas of concern;
- Enhance operational skills in mainstreaming DRR in national development plans; and
- Facilitate inter-country support on the implementation of DRR mainstreaming in national development plans.

Expected Outcomes:

- Continuing support from the planning and investment/finance ministries for the integration of DRR in national development plans and programmes;
- Budget allocated/increased for DRR as part of national development plans; and
- Increased capacity of Member States in mainstreaming DRR in national development plans.

Lead Shepherd: Philippines

Linked Activities:

- RCC-ADPC Programme on Mainstreaming DRR in National Development
- UNDP Global Mainstreaming Initiative for DRR

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Regional guidelines on mainstreaming DRR in national and sectoral development plans.	1.1: Development of a process guideline on integrating DRR in national development planning process and in priority development sectors based on the experiences of relevant Member States that outline the stages in formulating national development plans, the stakeholders involved, and possible entry points for DRR and DRR measures to be integrated.	ASEC, AHA Centre, P&M Working Group, ACDM Member States : National Planning and Investment/ Finance Agencies; Sectoral Agencies		X	X				Content outline for documentation on how Member States have undertaken mainstreaming DRR in their national development planning process and in priority development sectors disseminated by ASEC to the Member States. Documentation by Member States completed and submitted to ASEC.
Output 2: DRR component in national development plan of Member States.	2.1: Incorporation of DRR in national development planning process of Member States.	Member States : National Planning and Investment/ Finance Agencies	X	X	X	X	X	X	DRR component for incorporation in national development planning process identified and incorporated by Member States.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 3: Implementation and/or strengthened implementation of national development plans and programmes integrating DRR.	3.1: Organisation of a forum for ACDM and ASEAN senior officials of ministries for planning and investment/finance to promote commitment to disaster resilient development and generate partnerships to align development and DRR objectives.	ASEC, AHA Centre, ACDM Member States : National Planning and Investment/ Finance Agencies	X	X	X	X	X	X	National development plans and programmes of Members States incorporating DRR established and/or enhanced.
	3.2: Development and conduct of a regional training course for various government ministries to build or enhance understanding and skills on the how-to of mainstreaming DRR in national development planning.	AHA Centre, P&M Working Group Member States : National Planning and Investment/ Finance Agencies; Sectoral Agencies	X	X	X	X	X	X	Training needs assessment of various government ministries of the Member States submitted to AHA Centre.
Output 4: Implementation of exchange programmes of DRR practitioners and peer learning system among Member States.	4.1: Facilitate knowledge exchange through hands-on peer learning among Member States to capacitate practitioners in mainstreaming DRR in national and sectoral development planning.	AHA Centre, P&M Working Group National Planning and Investment/ Finance Agencies; Sectoral Agencies	X	X	X	X	X	X	Agreement governing exchange programme between and among Member States (including exchange programme needs, staff deployment, and time table, etc) established.

2.3 Mainstreaming Disaster Risk Reduction in Education and Health Sectors

2.3.1. Integrating DRR in School Curriculum

Vulnerability of children to disasters highlights the imperative to integrate DRR in the educational system. As DRR is primarily a process of knowledge acquisition and innovation, its integration in the school curriculum becomes key in ensuring safety of children and increasing resilience of communities.

Objectives:

- Facilitate the institutionalisation of DRR in the education sector of Member States;
- Promote sharing of experiences, sound practices, and innovative approaches on DRR integration in the curriculum among and between the education sector, national disaster management agencies, and the broader education sector working group/stakeholders; and
- Deepen the collaboration among key stakeholders in each Member State to initiate or upscale DRR integration in the curriculum and teacher training system of school teachers.

Expected Outcomes:

- Integration of DRR in the education sector development agenda of Member States;
- Upscaling of initiatives on DRR mainstreaming in the school curriculum in Member States, i.e. increased budget, coverage, and partnerships for implementation;
- Institutionalisation of DRR curriculum in the education programme of universities; and
- Integration of DRR and school safety in the teacher training system, i.e. annual in-service and pre-service teacher trainings.

Lead Shepherds: Cambodia and Lao PDR

Linked Activities:

- ASEAN-UNISDR Technical Cooperation on the Implementation of HFA in ASEAN
- UNISDR, WHO and UNICEF's "One Million Safe Schools and Hospitals Campaign"
- ADRC Promotion of Disaster Education in Schools
- RCC-ADPC-UNDP Mainstreaming DRR in the Education Sector
- UNICEF Child-Friendly Schools Programme

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Agreement on joint activities to be undertaken by the ACDM and the ASEAN Senior Officials Meeting on Education (SOM-ED), whose members are Education Ministers, and the Southeast Asian Ministers of Education Organisation (SEAMEO).	1.1: Organisation of a regional forum to be participated in by SOMED, SEAMEO, and ACDM for sharing ongoing initiatives and identifying future collaborative efforts to initially establish linkages with ASCOE and SEAMEO to further institutionalise DRR integration in education.	ASEC, AHA Centre, ACDM Member States: Ministry of Education	X	X					Ongoing initiatives and possible collaboration points among the SOM-ED, SEAMEO, and ACDM in institutionalising DRR integration in the curriculum identified.
Output 2: Programmes/projects on integration of DRR in the curriculum and in the education sector as a whole agreed for implementation among education ministry, education sector stakeholders, and national disaster management agencies in Member States.	2.1: Conduct of a periodic regional sharing forum among the education ministry (including higher education), education sector working groups/stakeholders, and national disaster management agencies to enhance in-country coordination and collaboration for a more effective integration of DRR in the curriculum and in the education sector as a whole.	AHA Centre, ASEC, ACDM Member States: Ministry of Education	X		X		X		Collaboration points for enhancing DRR integration in the curriculum and in the education sector as a whole identified by Education Ministry, Education Sector Working Group, NDMO, NGOs, and other stakeholders in each Member State.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	2.2: In-country coordination (through meetings, fora, workshops) among the Ministry of Education, Education Sector Working Group, NDMO, NGOs, and other stakeholders towards greater collaboration on integration of DRR in the curriculum and in the education sector as a whole.	ACDM Member States: Ministry of Education	X		X			X	
Output 3 An integrated publication on sound practices, guideline and manual on mainstreaming DRR in the school curriculum	3.1: Documentation of sound practices on mainstreaming DRR in the school curriculum and in the teacher training system and dissemination to relevant national authorities, particularly during national and regional education events.	AHA Centre Member States: Ministry of Education	X	X					Experiences by Member States on mainstreaming DRR in the curriculum and in the teacher training system documented. (content outline to be disseminated by AHA Centre to Member States; Member States to document)
Output 4: Agreements on plans/programmes/projects for initiating DRR mainstreaming in the teacher education programmes and in the teacher training system.	4.1: Initialisation of the process of mainstreaming DRR in the teacher education programmes in universities and in the teacher training system.	AHA Centre, ASEC, ACDM Member States: Ministry of Education		X	X	X			Stakeholders, areas of cooperation, and strategies for mainstreaming identified and discussed.

2.3.2. Disaster Safety of Educational Facilities

Strengthening school buildings and facilities before a disaster strikes will protect children from death and injury, mitigate long-term costs, and ensure functional continuity after a disaster event. Schools often also serve as emergency shelters during disasters. Ensuring the safety of and designing school facilities with such considerations is a worthwhile investment.

Objectives:

- Promote the integration of safe school construction in the education sector agenda of Member States;
- Share disaster-resilient school construction practices and safe school models that use locally sourced materials and scientific knowledge;
- Enable Member States to undertake vulnerability assessment of existing schools;
- Provide guidance to Member States on ensuring safe school construction; and
- Assist Member States in developing a national action plan for safe schools.

Expected Outcomes:

- Integration of safe school construction in the education agenda of Member States;
- Integration of DRR in national school construction guidelines of Member States;
- Undertaking of vulnerability assessment and strengthening of existing schools by Member States; and
- Development of a national action plan for safe schools by Member States.

Lead Shepherd: Viet Nam

Linked Activities:

- ASEAN-UNISDR Technical Cooperation on the Implementation of HFA in ASEAN
- UNISDR “One Million Safe Schools and Hospitals Campaign”
- ASEAN-UNISDR ASEAN Day for Disaster Management (ADDM)
- RCC-ADPC-UNDP Mainstreaming DRR in the Education Sector
- UNCRD School Earthquake Safety Initiative (SESI)
- ADRC Promotion of Disaster Education in Schools

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Programmes/projects on integration of DRR in school construction and in the education sector as a whole agreed for implementation among Ministry of Education, education sector stakeholders, Ministry of Public Works, and national disaster management agencies in Member States.	1.1: Holding of a periodic regional forum among the school construction offices in the Ministry of Education and Ministry of Public Works/Construction, education sector working groups, and the national disaster management agencies to promote better coordination and integration of safe schools in the broader education agenda and encourage the usage of guidelines on safe school construction.	AHA Centre, ASEC, ACDM Member States: Ministry of Education	X		X		X		Collaboration points on enhancing DRR integration in school construction and in the education sector as a whole identified by Education Ministry, Education Sector Working Group, Ministry of Public Works, NDMOs, and other stakeholders in each Member State.
Output 2: Documentation of current school construction practices, including practices that ensure safe school construction, and safe school models in Member States.	2.1: Stocktaking of current practices on school construction followed in Member States including the use of indigenous knowledge and technologies that could facilitate new approaches in building safe schools. Safe school models documented as part of the stock taking will be showcased.	AHA Centre Member States: Ministry of Education	X	X					Content outline for documentation of experiences on safe school construction disseminated by AHA Centre to the Member States. Documentation completed and submitted by Member States to the AHA Centre.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 3: Guideline on the conduct of vulnerability assessment of existing schools.	3.1: Development of a guideline on the procedure of vulnerability assessment and strengthening of existing schools.	AHA Centre, P&M Working Group Member States: Ministry of Education			X	X			Existing country guidelines and experiences on vulnerability assessment submitted by Member States to AHA Centre. Existing guidelines and experiences on vulnerability assessment in the region and in other countries compiled and synthesised by the AHA Centre.
Output 4: Compendium of existing guidelines on safe school construction and school safety.	4.1: Compilation and dissemination of regional guidelines on planning, design, and structural standards relating to hazards specific to ASEAN to promote safety in new school construction based on existing guidelines developed by various organisations such as ProVention Consortium, UNDP, UNISDR, National Society for Earthquake Technology in Nepal, and Inter-Agency Network for Education in Emergencies (INEE), among others.	AHA Centre, P&M Working Group Member States: Ministry of Education	X	X					Existing country guidelines on planning, design, and structural standards submitted by Member States to AHA Centre. Regional guidelines on planning, design and structural standards in the region compiled and synthesised by AHA Centre. Compendium of guidelines disseminated by AHA Centre and provided orientation to Ministry of Education, Ministry of

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
									Public Works/ Construction, and Education Sector Working Group members.
Output 5: National action plan on safe schools developed by Member States.	5.1: Development of national action plan on safe schools by Member States.	Member States: Ministry of Education ACDM	X	X					National action plan finalised and approved by pertinent authority.

2.3.3. Disaster Safety of Health Facilities

Aside from school buildings, hospitals are among the critical facilities that may be damaged or destroyed when disasters strike. Studies have shown that disaster damage to hospitals reach millions of dollars and may range from 15 to 60 percent of annual government spending. It has also been shown that retrofitting hospitals is cost-effective and can protect 90 percent of the value of the hospital, ensuring the protection of medical facilities and capability to save human lives.

Hospitals thus should be able to deliver medical care and life saving services during and in the aftermath of a disaster by making them safe through structural and non-structural disaster mitigation measures.

Objectives:

- Facilitate the institutionalisation of disaster-safe hospitals in the health sector agenda of Member States;
- Share current practices in making hospitals safe from disasters covering construction, functional continuity, and preparedness;
- Enable Member States to undertake vulnerability assessment of existing hospitals; and
- Support Member States in the development of a national action plan for safe hospitals.

Expected Outcomes:

- Integration of disaster-safe hospitals in the national health agenda of Member States;
- Conduct of vulnerability assessment of hospitals by Member States; and
- National action plan on safe hospitals developed by Member States.

Lead Shepherd: tbd

Linked Activities:

- ASEAN-UNISDR Technical Cooperation on the Implementation of HFA in ASEAN
- UNISDR “One Million Safe Schools and Hospitals Campaign”
- ASEAN-UNISDR ASEAN Day for Disaster Management

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Agreement to collaborate on a number of common initiatives relating to safe hospital construction and management among ACDM, ASEAN Senior Officials Meeting on Health Development (SOMHD), WHO, and other stakeholders.	1.1: Organisation of a periodic forum among ACDM, ASEAN Senior Officials Meeting on Health Development (SOMHD), World Health Organisation (WHO) and other key stakeholders related to hospital construction and management to establish programmatic partnerships as well as identify sound and scale- up structural and non-structural measures to ensure operational resilience and continuity of health services during and after a disaster.	AHA Centre, ASEC, ACDM Member States: Ministries of Health	X		X		X		Common initiatives on enhancing DRR integration in hospital construction and management among ACDM, SOMHD, WHO, and other key stakeholders identified.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 2: Documentation of current safe hospital initiatives covering structural and non-structural disaster mitigation measures.	2.1: Stocktaking of current practices in making hospitals safe from disasters from construction to functional continuity and preparedness.	AHA Centre Member States: Ministries of Health	X	X					Existing documents on national initiatives on safe hospital construction submitted by Member States to AHA Centre. Initiatives of regional organisations and Member States on safe hospital construction compiled and synthesised.
Output 3: Regional guideline on vulnerability assessment of hospitals.	3.1: Development of a guideline on the conduct of vulnerability assessment and strengthening of hospitals using existing materials on safe hospitals to assist Member States in programmatically strengthening hospitals and implementing non-structural mitigation measures.	AHA Centre, P&M Working Group Member States: Ministry of Health		X	X				Existing national guidelines and experiences on vulnerability assessment submitted by Member States to AHA Centre. Existing guidelines and experiences on vulnerability assessment in the region and in other countries compiled and synthesised.
Output 4: Compendium of existing guidelines on safe hospitals.	4.1: Compilation and promotion on the active use of existing materials on safe hospitals to support Member States in formulating a national action plan for safe hospitals.	AHA Centre	X						Existing national guidelines on safe hospitals submitted by Member States to AHA Centre.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
									Compendium of guidelines disseminated by AHA Centre. Orientation on the use of the guidelines provided by AHA Centre to Ministry of Health and other stakeholders in each Member State.
Output 5 National action plan on safe hospitals developed by Member States	5.1: Development of national action plan on safe hospitals by Member States.	Member States: Ministry of Health, ACDM	X	X	X	X			National action plan finalised and approved by pertinent authority.

2.4. Public Education, Awareness and Advocacy

Communication of disaster risk to stakeholders is critical in building disaster awareness and resilience of communities. Advocating for DRR through the use of effective and innovative information, education and communication (IEC) approaches needs to be implemented region-wide. These in turn will lead to enhanced public awareness and education on DRR, which is a vital pillar in building disaster resilient communities in the ASEAN region.

Objectives:

- Increase the level of disaster consciousness of peoples in the ASEAN region;
- Promote the AADMER as a way to raise disaster awareness and advocate for DRR; and
- Enhance the capacities of Member States to undertake more effective awareness and education campaigns on DRR.

Expected Outcomes:

- Improved capacity of Member States in undertaking effective and focused IEC campaigns on DRR;
- Higher visibility of AADMER and DRR in the ASEAN region;
- Higher level of public awareness on the importance of disaster prevention and mitigation; and
- More active engagement of Member States in the observance of ADDM in both regional and national activities.

Lead Shepherds: Lao PDR and Thailand

Linked Activities:

- UNISDR’s International Day for Disaster Risk Reduction every 2nd Wednesday of October (same day as ADDM)
- ASEAN-UNISDR Technical Cooperation for the Implementation of HFA in ASEAN

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Compendium of effective information, education and communication (IEC) campaigns on DRR undertaken by Member States disseminated online, e.g. ACDM website.	1.1: Preparation of a compendium of effective IEC campaigns on DRR implemented in various countries.	AHA Centre, P&M Working Group	X	X					Effective national DRR PEA campaigns submitted documented and submitted by Member States to AHA Centre. Compendium of effective DRR PEA campaigns carried out in the ASEAN region compiled, and finalised for dissemination online by the AHA Centre.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 2: Public education and awareness materials on AADMER and DRR activities of ACDM; Strategies for wide use of materials identified and implemented by NDMOs.	2.1: Development and dissemination of innovative PEA materials on AADMER and related DRR activities of ACDM and ASEAN.	AHA Centre, P&M Working Group	X	X					PEA materials on AADMER and related DRR activities of ACDM and ASEAN identified and completed by AHA Centre (messages, graphic design, layout, etc.). Materials disseminated by AHA Centre to NDMOs.
Output 3: Advocacy materials on identified priority prevention and mitigation measures.	3.1: Development of advocacy materials with key messages focusing on prevention and mitigation, e.g. safe housing incorporating indigenous knowledge and practice.	AHA Centre, P&M Working Group	X	X	X				Advocacy materials on prevention and mitigation identified and completed by AHA Centre (messages, graphic design, layout, etc.).
Output 4: DRR campaign materials and strategies developed and implemented by Member States.	4.1: Organisation of a regional training on design and conduct of IEC campaigns on DRR involving media professionals aside from DRM practitioners to create more effective and focused PEA strategies and materials that cover specific hazards, message, audience, and intended outcomes.	AHA Centre, P&M Working Group Media professionals involved in DRR	X	X	X				DRR campaign materials identified and finalised by each Member State (specific hazards, content/Messages, graphic design, layout, etc.). Strategies for implementation of DRR campaigns identified.
Output 5: Annual observance of the ASEAN Day for Disaster Management (ADDM) at both	5.1: Organisation of the annual observance of the ADDM at the national and regional levels to generate more public interest in	AHA Centre, ASEC, ACDM	X	X	X	X	X	X	Programmes of activities for the observance of ADDM in each country and at the regional level

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
the national and regional levels.	DRR and increase disaster awareness in the region by using more innovative activities and strategies.							developed and disseminated well in advance by ACDM.	

2.5. Urban Disaster Risk Reduction

The unprecedented growth of cities and continuing urbanisation in the 21st century pose a huge development challenge to national and local governments, urban development ministries, and DRR practitioners. Urban agglomerations with its concentration of population and assets in confined areas represent high exposure to hazards and vulnerability and thereby to high degree of disaster risks. Most if not all capital cities in ASEAN are the driving force of their national economies. At the same time, this is where the poor are forced to live in hazardous areas, rendering them more vulnerable to disasters.

The convergence of urbanisation and disaster risk in major cities pushes to the fore the necessity for national and city governments to assist one another and prioritise urban disaster risk reduction to promote an innovative strategies for DRR within the broader sustainable development agenda.

Objectives:

- Facilitate partnership among stakeholders in urban development planning and DRR;
- Capacitate Member States in undertaking urban disaster risk reduction; and
- Promote active participation of Member States in the Global Campaign on urban risk reduction.

Expected Outcomes:

- Risk assessment carried out in identified priority cities of Member States, and
- Integration of DRR measures in land use plans and building codes in Member States.

Lead Shepherd: Malaysia

Linked Activities:

- UNISDR Global Campaign on Urban Risk Reduction and Safer Cities Campaign 2010-2011
- ADPC Urban Disaster Risk Management Programme, Asian Cities Climate Change Resilience Network (ACCCRN)
- CityNet Disaster Cluster
- Local Government Alliance for DRR (LGADRR)
- Partnership for Urban Risk Reduction (PURR)
- Regional Urban Task Force (RUTF)

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Agreements on collaboration mechanisms among stakeholders in urban development planning and DRR.	1.1: Organisation of a regional forum among the national association/leagues of cities, housing and urban development ministries of Member States, local government organisations in the ASEAN region and the ACDM as a venue for collaboration on effective planning of cities with consideration to disaster risks and to promote risk assessment as a basis for land use planning and enforcement of building codes.	ASEC, AHA Centre, ACDM Member States: Ministry of Urban/ Physical Planning	X	X	X	X			National and regional collaborative mechanisms and programmes in city planning and urban disaster risk assessment identified.
Output 2: Guidance notes for Member States to assist them in undertaking initiatives during the Global Campaign on Urban Risk Reduction.	2.1: Development of guidance notes on the following to assist Member States in undertaking initiatives during the Global Campaign on Urban Risk Reduction: <ul style="list-style-type: none"> • Risk assessment of priority cities; • Enforcement of building and land use regulations; • Development of action plans for increasing 	P&M Working Group, AHA Centre	X	X					Documentation of sound practices on disaster resilient urban development in the region compiled and synthesised into a set of guidance notes.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	disaster resilience of cities; and <ul style="list-style-type: none"> Stocktaking of good practices on disaster resilient urban development. 								
Output 3: National action plans of Member States on urban disaster resilience.	3.1: Development of national action plans by Member States on urban disaster resilience.	Member States: Ministry of Urban Development/ Planning/ Interior	X	X	X	X			National action plan on urban disaster resilience finalised and approved by pertinent authority.

2.6. Community-Based Disaster Risk Reduction

ASEAN Member States recognise the importance of community-based disaster risk reduction (CBDRR) as a way of dealing with local risk patterns and trends. Most national strategic and action plans for DRR highlight the importance of involving communities and the necessity to build their capacities in managing disaster risk. CBDRR has therefore been prioritised in national policies and frameworks on DRR. Likewise, networks of CBDRR practitioners and organisations have been organised in different Member States.

Objectives:

- Exchange knowledge and promote good practices to provide guidance in undertaking effective and socially inclusive CBDRR programmes;
- Facilitate the exchange of innovative training methodologies and approaches among DRR training institutions;
- Further support, strengthen and scale up CBDRR implementation of Member States; and
- Promote effective partnerships among national and local governments, NGOs and civil society organisations at the sub-national and national levels to implement CBDRR.

Expected Outcomes:

- Scaled up initiatives, socially inclusive CBDRR programmes in Member States;
- Increased partnerships among stakeholders at sub-national and national levels in implementing CBDRR;
- A regional centre for knowledge generation, management and dissemination on CBDRR; and
- Increased and improved CBDRR trainings in Member States.

Lead Shepherds: Cambodia and Lao PDR

Linked Activities:

- ASEAN Secretariat - ASEAN Partnership Group (APG) MOC for Collaboration in Supporting the Implementation of AADMER
- ADPC CBDRM programmes
- IFRC programme

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1.1: Compendium of case studies featuring good practices on CBDRR. Output 1.2: Manual on socially inclusive CBDRR.	1.1: Compilation and dissemination of sound practices highlighting socially inclusive approaches e.g. empowered participation of vulnerable groups, use of indigenous knowledge and practices to assist Member States in enhancing and upscaling their CBDRR programmes.	AHA Centre	X	X					Case studies from Member States highlighting good and socially-inclusive CBDRR practices submitted to the AHA Centre. Compendium of case studies disseminated by AHA Centre to Member States.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 2: Agreements on providing specific support to CBDRR programmes in Member States.	2.1: Support national programmes on CBDRR undertaken with local authorities and communities through the provision of local hazard map, sharing of methodologies on risk assessment and local risk reduction measures, among others.	AHA Centre, ACDM	X	X	X	X	X	X	CBDRR support needs identified by Member States. Support provision from AHA Centre discussed and defined with Member States.
Output 3: Handbook on principles for effective partnership to implement CBDRR.	3.1: Development of principles for effective partnerships in CBDRR among key stakeholders at both the sub-national and national levels based on lessons learned in order to guide similar efforts or enhance existing ones.	AHA Centre, P&M Working Group, ACDM		X	X				Existing case studies featuring effective partnership, e.g. lessons, and modalities on CBDRR and other sectors collected and submitted by Member States to the AHA Centre. Handbook on principles for effective partnership disseminated by the AHA Centre to the Member States.
Output 4.1: Regional network of CBDRR training institutions acting as focal point for knowledge generation, management, and dissemination. Output 4.2: Compendium of CBDRR training materials and effective training	Activity 4.1: Establishment of a regional network of CBDRR training institutions to enhance the efficient use of resources and improve knowledge management practices.	AHA Centre, P&M Working Group			X	X			Regional institutions working on CBDRR identified and invited and agreed to form part of the network. CBDRR training materials, methodologies and approaches of members of the network submitted to AHA Centre.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
methodologies and approaches.									Materials compiled, packaged, and disseminated by AHA Centre to the Member States.

2.7. Building Partnerships between DRR and Climate Change Adaptation Institutions and Programmes

Coping and adaptive capacities of individuals, communities and institutions in reducing disaster risks have impacts on the long term capacity for climate change adaptation (CCA). While the reciprocal relationship between DRR and climate change adaptation is recognised, the integration of the two still needs to be fully achieved as well as their linkages with development planning and practice.

Further, experiences of Member States demonstrate the benefits of building partnerships between DRR and CCA institutions and programmes to amplify the synergies between DRR and CCA.

Objectives:

- Enhance coordination and cooperation between DRR and CCA agencies at national and sub-national levels of planning and implementation;
- Improve the coherence and quality of programmes, plans and standards between DRR and CCA agencies at the national and sub-national levels;
- Advance institutional resource and funding mechanisms towards greater integration of the work of DRR and CCA agencies and groups; and
- Improve the level of understanding of the scientific and practical issues involved in linking DRR to CCA.

Expected Outcomes:

- Improved coherence and coordination in the planning and implementation of DRR and CCA programmes at the regional, national and sub-national levels;
- Active participation of both DRR and CCA agencies in common and relevant regional and national activities and initiatives;
- Establishment of new regional and national partnerships and mechanisms between DRR and CCA bodies; and
- Increased visibility and understanding of the scientific and practical links between DRR and CCA goals and initiatives in the region and Member States.

Lead Shepherd: Viet Nam

Linked Activities:

- ASEAN Climate Change Initiative (ACCI)

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Cooperation Agreements between ACDM and other relevant ASEAN bodies and among DRR and CCA agencies in Member States to strengthen DRR and CCA linkages.	1.1: Organisation of a regional workshop between ACDM and other relevant ASEAN bodies (such as environment, science and technology, agriculture, energy) to forge stronger linkages between DRR and CCA initiatives in Member States to enhance their internal capacities, resources, efficiency and effectiveness towards achieving shared goals.	AHA Centre, ASEC, ACDM Other relevant ASEAN bodies	X	X	X				Areas of cooperation and integration relevant to DRR and CCA programming, planning and implementation at the regional, national and sub-national levels identified.
Output 2: Publication of scientific and research studies.	2.1: Development of scientific studies and research on technical and practical impacts due to climate change for sectors vulnerable to disaster risk.	AHA Centre, P&M Working Group	X	X	X	X			Joint scientific and research studies undertaken by ASEC, ACDM (through the P&M Working Group), other

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
									relevant ASEAN bodies and regional scientific organisations working on DRR and CCA identified and conducted.
Output 3: Agreements on and implementation of integrated planning and action plans among DRR and CCA agencies in Member States.	3.1: Organisation of workshops to establish partnerships between national agencies responsible for DRR and CCA, including their scientific counterparts towards greater cooperation and coherence in DRR and CCA planning and implementation.	AHA Centre, ACDM National agencies working on CCA	X	X	X	X	X	X	Areas for integration of CCA in DRR national action plans (NAPs) and DRR in Climate Change National Adaptation Plans of Action (NAPAS) or national strategies among Member States identified.

2.8. Disaster Risk Financing including Microfinance

Disasters undermine development gains and contribute to increased vulnerability. The high opportunity cost involved in disasters and the absence of economic safety nets for vulnerable populations have contributed to the emerging importance of disaster risk financing.

Disaster risk financing, including microfinance, is a major step towards dealing with the challenge of DRR and CCA. Country-specific disaster risk financing is the favoured approach as it tries to incorporate and respond to specific market needs and contexts. Public and private partnerships in this area are needed to ensure comprehensive and holistic response and utilise risk financing as a tool to increase impact and sustainability within the DRR-CCA framework.

Objectives:

- Improve awareness and understanding of disaster risk financing and microfinance in the ASEAN region, and
- Understand existing disaster risk financing and microfinance schemes towards developing responsive pro-poor schemes.

Expected Outcomes:

- Increased knowledge and understanding of various risk financing models and experiences in ASEAN Member States, and
- A number of recommendations and options for risk financing for consideration by Member States.

Lead Shepherd: Indonesia

Linked Activities

- ASEAN-UNISDR Technical Cooperation for the Implementation of the HFA in ASEAN

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Compendium of existing risk financing and microfinance schemes and activities in the region.	1.1: Stock taking of current status of risk insurance and microfinance for DRR and CCA in Member States as a basis for improving disaster risk financing programmes.	AHA Centre,	X	X					Documentations and case studies on existing risk insurance and microfinance schemes and activities in Member States compiled submitted to AHA Centre by the Member States. Compendium of risk financing and microfinance scheme activities in the region disseminated by AHA Centre to the Member States.
Output 2: Assessment on the status and prospects of disaster risk financing and microfinance in the region within the ASEAN framework and goals of DRR and CCA.	2.1: Organisation of a regional workshop on risk financing jointly by ACDM and the ASEAN Insurance Council to pool knowledge and experience on disaster risk insurance in the ASEAN countries and in other	AHA Centre, ASEC, ACDM		X	X	X			Existing risk insurance and microfinance schemes contained in the compendium analysed by AHA Centre.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	regions and develop responsive and pro-poor disaster risk financing options for vulnerable people.								Assessment document disseminated by AHA Centre to the Member States.

3. Preparedness and Response

The objective of AADMER as stated in Article 2 is to jointly respond to disaster emergencies through concerted national efforts and intensified regional and international cooperation. AADMER stipulates a number of actions to be taken by Member States in terms of preparedness and response. These are included in Article 8 up to Article 16 of Parts IV and V of the Agreement.

In line with the above Articles, ASEAN is developing disaster preparedness and emergency response mechanisms and tools, including the Standard Operating Procedure for Regional Standby Arrangements and Coordination of Joint Disaster Relief and Emergency Response Operations (SASOP), ASEAN Regional Disaster Emergency Response Simulation Exercise (ARDEX), Inventory of Earmarked Assets and Capacities, ASEAN Emergency Rapid Assessment Team (ERAT), and the ASEAN Coordinating Centre for Humanitarian Assistance on disaster management (AHA Centre).

The rationale for the Preparedness and Response strategic component is to provide specific actions to further strengthen ASEAN's preparedness and its responsiveness to disasters, and ensure rapid and collective deployment of ASEAN's assistance following a major disaster in one or more Member States within the ASEAN region.

Objectives:

- To strengthen disaster preparedness and improve ASEAN's responsiveness to disasters in a manner that is collective, fast, reliable and in line with humanitarian standards, and
- To align ASEAN's disaster response mechanisms with the global humanitarian response systems to ensure complementary ways of working between ASEAN and other humanitarian actors.

Expected Outcomes:

- Collective, fast and reliable ASEAN's disaster response that is in line with humanitarian standards and complements the global humanitarian response systems.

Lead Shepherds: Malaysia and Singapore

Linked Activities:

- ASEAN-UNHCR Project on Strengthening the Capacity of the ASEAN Committee on Disaster Management (ACDM)
- Disaster response mechanisms and systems under the United Nations (such as OCHA, UNDAC, WFP, etc)
- Disaster response mechanisms and systems under the International Red Cross and Red Crescent Movement;
- Partnership mechanism with the ASEAN Partnership Group (APG) and other humanitarian actors (civil society, etc.)
- Assessment Capacities Project (ACAPS) under the IASC Needs Assessment Task Force and a consortium of NGOs (HelpAge International, Merlin and Norwegian Refugee Council)

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: A fully operational AHA Centre that is able to facilitate a rapid and well-targeted response to disasters in the region within 24 hours.	1.1: Develop the structure of the AHA Centre for approval by the ACDM and COP.	AHA Centre Task Force, ACDM, COP	X						The structure of AHA Centre approved by ACDM and COP by end of 2010.
	1.2: Fill the AHA Centre’s structure through recruitments and secondments.	AHA Centre Task Force, ACDM	X	X					The key personnel under P&R Division recruited by end of 2010.
	1.3: Develop action plans, budget, procedures, etc to enable AHA Centre facilitate joint and rapid assessments and response within 24 hours.	AHA Centre	X						AHA Centre’s action plans, budget developed presented to the AADMER Partners’ Conference to be held by end of 2010.
	1.4: Conduct capacity building for the AHA Centre’s staff to enable them to facilitate joint and rapid assessments and response within 24 hours.	AHA Centre		X	X	X	X	X	Capacity building strategy developed by end of 2010. First training conducted by 1 st quarter of 2011 and ongoing.
Output 2: SASOP is fully developed, institutionalised, and disseminated.	2.1: Conduct regular exercises (such as table-top, ARDEX, etc) to continuously enhance and upgrade SASOP and identify	AHA Centre, P&R Working Group	X	X	X	X	X	X	Improvements/ refinements identified through ARDEX 2010. Ongoing, to be done yearly as part of the annual ARDEX

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	improvements/ additional chapters to be made/ included.								
	2.2: Conduct training and other relevant activities to familiarise the SASOP in Member States (including with other sectors such as custom and immigration) and with disaster responders.	AHA Centre, P&R Working Group	X	X	X	X	X	X	Quarterly or half-yearly online exercise to familiarise the National Operations Centres on SASOP. The online exercise in 2010 should be conducted prior to ARDEX 2010.
	2.3: Develop other appropriate SOPs to respond to specific disasters, such as pandemics, and link them to SASOP, if appropriate.	AHA Centre, P&R Working Group, other relevant ASEAN bodies	X	X	X				TWG on Pandemic Preparedness and Response to discuss the development of specific SOP for pandemics by end of 2010.
	2.4: Develop systems and mechanisms needed to ensure the continuity of essential services when required in a disaster, such as severe pandemics, and link them to SASOP, if appropriate – <i>linked with Output 13.</i>	AHA Centre, P&R Working Group, other relevant ASEAN bodies	X	X	X				Assessments by TWG on Pandemic Preparedness and Response already start in 2010. This will lead to the development of systems/mechanisms for ensuring continuity of essential services. This can be used as a reference in developing similar systems for other types of disasters.
Output 3: Civil-military relations with respect to improving ASEAN disaster response enhanced.	3.1: Finalise the procedure for the utilisation of military assets and capacities (Chapter VI) for incorporation into SASOP.	AHA Centre, ASEC, P&R Working Group, ACDM, ADSOM	X						Chapter VI adopted by the First Meeting of the COP in 2010.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	3.2: Validate the procedure through the conduct of ARDEX and other exercises with the participation of ADSOM and military/defense units from ASEAN Member States.	AHA Centre, ASEC, P&R Working Group, ACDM, ADSOM	X	X	X	X	X	X	ARDEX conducted as a joint venture with ADSOM (with ACDM leading), starting in 2010.
	3.3: Develop a mechanism to sustain dialogues between ACDM and ADSOM (and other defense/military counterparts), and promote the “whole government” approach.	AHA Centre, ASEC, P&R Working Group, ACDM, ADSOM	X	X	X	X	X	X	A mechanism for sustained dialogue between ACDM and ADSOM identified by mid 2010. Joint meeting of ACDM and ADSOM organised by mid 2010.
	3.4: Conduct capacity and institutional development activities to promote Chapter VI and enhance civil military coordination.	AHA Centre		X	X	X	X	X	Starting in 2011
Output 4: A regularly updated list of authorities for AADMER and SASOP implementation.	4.1: Provide the list of National Focal Points (NFPs) and Competent Authorities of AADMER, and the 24/7 Operations Centre as specified in SASOP Template 1.	Member States: NDMOs AHA Centre	X						The list is completed and submitted to AHA Centre by mid 2010.
	4.2: Designate in-country AHA Operational Coordinator to liaise between the respective NDMOs and the AHA Centre.	Member States: NDMOs AHA Centre	X						The list is completed and submitted to AHA Centre by mid 2010.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	Activity 4.3: Regularly update the list as per agreed-upon schedule.	Member States: NDMOs AHA Centre	X	X	X	X	X	X	Ongoing, to be done every January and July of the year, or whenever there are significant changes, as required under SASOP. The updates are submitted to AHA Centre.
	4.4: Conduct regular test connectivity between AHA Centre and the National Operations Centres as well as their readiness as per agreed-upon schedule.	AHA Centre National Ops Centres in Member States	X	X	X	X	X	X	Ongoing.
Output 5: ASEAN Standby Arrangements developed and regularly updated.	5.1: Identify earmarked assets and capacities by Member States for the ASEAN Standby Arrangements, as specified in Templates 2 to 5 of SASOP.	Member States: NDMOs AHA Centre	X	X					Database populated within the next two years. List of assets submitted to AHA Centre.
	5.2: Develop a system in AHA Centre to facilitate information sharing among Member States and resource tracking.	AHA Centre	X	X					Online database transferred from ASEC to AHA Centre by end of 2010. An IT system for resource requests, mobilisation and tracking developed by end of 2011.
	5.3: Update information on earmarked assets and capacities regularly as specified in SASOP.	Member States: NDMOs AHA Centre	X	X	X	X	X	X	Ongoing, to be done every January and July of the year, or whenever there are significant changes, as required under SASOP. Regular updates submitted to AHA Centre.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	5.4: Conduct exercises (such as table-top) with National Operations Centres to test the system efficiency and applicability.	AHA Centre National Ops Centres in Member States			X	X	X	X	Pilot testing of the system and regular exercises to test usability and effectiveness of application conducted.
Output 6: A regularly updated network of entry points and staging areas in Member States developed to facilitate and expedite the entry of supplies, equipment and expertise from assisting parties.	6.1: Designate a network of entry points and staging areas in each Member State as entry points for supplies and expertise, as specified in Template 6 of SASOP.	Member States: NDMOs	X	X					Member States started designating the entry points and staging areas in 2010. A regional workshop to assist Member States to develop a strategy for identification of entry points and staging areas is organised by mid 2011.
	6.2: Conduct training and other required activities to equip the personnel and system to provide logistical support in entry points and staging areas.	AHA Centre, P&R Working Group		X	X	X	X	X	Training initiated by end of 2011.
	6.3: Conduct exercises on a regular basis to test the readiness of these pre-designated areas and identify procedures that have to be refined to facilitate the entry of assistance	AHA Centre, P&R Working Group		X	X	X	X	X	Exercises conducted and readiness evaluated.
	6.4: Develop a system, such as a GIS interface, in AHA Centre to show the network of entry points and staging areas.	AHA Centre		X					System developed and operational at AHA Centre.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	6.5: Update information in the system on a regular basis.	Member States: NDMOs AHA Centre		X	X	X	X	X	Information updated regularly by AHA centre.
Output 7: Procedures for entry of international assistance reviewed, and gaps identified.	7.1: Review existing domestic policies, procedures and regulations being used to facilitate the entry of international assistance.	Member States: NDMOs, relevant sectoral agencies AHA Centre	X	X					Documentation/database of existing domestic legislations/ procedures completed by AHA Centre by end of 2010 Member States started reviewing their respective domestic legislations and procedures in 2010. “Guidelines for the Domestic Facilitation and Regulation of International Disaster Relief and Initial Recovery Assistance” developed by Red Cross and Crescent Movement can be used as a reference.
	7.2: Identify gaps and suggest amendments or refinements, if appropriate, to make it easier for other Member States and assisting entities to provide assistance, if needed.	Member States: NDMOs, relevant sectoral agencies AHA Centre, P&R Working Group, ACDM		X					Workshop organised by mid 2011 and refinement and other requirements identified. Involvement of relevant ministries is necessary.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	7.3: Develop tools (such as guidance, training etc) to enhance the efficiency of the entry of assistance process as required by Member States.	AHA Centre			X	X	X	X	Tools for expediting entry of assistance developed.
	7.4: Present the guidance and other relevant documents to the ACDM and COP for approval as appropriate.	P&R Working Group, ACDM, COP			X				Guidance notes and other documents prepared and ready for approval by ACDM and COP.
	7.5: Disseminate the guidance and other tools to Member States through training and other relevant activities.	AHA Centre			X				Tools and guidance notes disseminated to Member States through various modes.
	7.6: Conduct exercises (such as table-top etc) or other assessments to review the efficiency of procedures of Member States (possibly as part of ARDEX).	AHA Centre			X	X	X		Exercises to review procedures conducted.
Output 8: Minimum quality and validity requirements for relief goods and materials developed.	8.1: Conduct of research/scanning of the range of requirements by each Member State.	AHA Centre		X					Study on the quality and validity requirements of Member States completed and result disseminated.
	8.2: Holding of a workshop to draft minimum quality and validity requirements for relief goods and materials.	AHA Centre, ASEC, P&R Working Group		X					Proposed minimum requirements developed before the workshop.
	8.3: Presentation to the ACDM of the proposed minimum quality and validity requirements for relief goods and materials.	AHA Centre, ASEC, P&R Working Group		X					Draft proposal on the minimum quality and validity requirement for relief goods and materials prepared for consideration.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	8.4: Adoption of the minimum quality and validity requirements for relief goods and materials.	ACDM, COP		X					Final quality and validity requirements for relief goods and materials adopted.
	8.5: Dissemination of the minimum quality and validity requirements for relief goods and materials to Member States and partners through training and other activities.	AHA Centre, P&R Working Groups			X	X	X	X	Minimum quality and validity requirements disseminated to all parties concerned.
Output 9: A pool of trained and rapidly deployable (within 24 hours) ERAT established.	9.1: Develop the deployment procedure for ERAT, including the scope of work and guideline to conduct the assessments.	AHA Centre, P&R Working Group (Singapore as lead)	X						Second draft of ERAT deployment procedure developed by mid 2010.
	9.2: Identify and address the legal status and funding for ERAT members.	AHA Centre, P&R Working Group	X	X					An interim funding mechanism for the deployment of ERAT while the ADMER Fund is being put in place identified by end of 2010.
	9.3: Develop procedure to clarify roles and responsibilities between ERAT and UNDAC and other relevant systems.	AHA Centre, P&R Working Group	X	X					Developed as part of 9.1 and further clarified under the ASEAN-UNOCHA SOP.
	9.4: Develop training strategy, determine competencies and certification requirements for ERAT members.	AHA Centre	X	X					Training strategy and certification requirements for ERAT established.
	9.5: Secure commitments from Member States and ASEAN partners to provide specialists to the pool and ensure their availability.	P&R Working Group, ACDM	X	X					A core group of ERAT established and trained by end of 2010.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	9.6: Establish a pool of ERAT that includes both personnel from government and non-government organisations.	P&R Working Group, ACDM	X	X	X				Trained ERAT personnel ready for deployment.
	9.7: Conduct training, exercises and other induction courses for the ERAT members on a regular basis (including in cooperation with UNDAC).	AHA Centre	X	X	X	X	X	X	First training for ERAT conducted by end of 2010.
	9.8: Develop and provide for ERAT personnel manuals, tools and support kits including national and ASEAN flag/logo to promote ASEAN visibility during missions.	AHA Centre	X	X	X				Support tools, manuals and branding of ERAT developed.
	9.9: Develop database of ERAT personnel and maintain it on a regular basis.	AHA Centre		X	X	X	X	X	ERAT roster and database regularly updated.
Output 10: ASEAN Disaster Management and Emergency Relief (ADMER) Fund with allocations for preparedness and response activities set up and operationalised.	10.1: Develop guidelines for the utilisation of AADMER fund for preparedness and response activities.	ASEC, AHA Centre	X						Guidelines drafted, ready for presentation to COP-1.
	10.2: Secure approval from Member States to provide contributions to the ADMER Fund, and operationalise the guidelines.	ASEC, AHA Centre, P&R Working Group, ACDM, COP	X	X	X				Guidelines approved by COP by end of 2010. Contributions collected starting in 2010.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 11: ASEAN Response Options to help define possible ASEAN's response options and triggers for response developed and agreed.	11.1: Develop an ASEAN Response Options as a briefing document to facilitate and clearly define ASEAN's response options and triggers for ASEAN's response	AHA Centre, ASEC, P&R Working Group	X						First draft of ASEAN Response Options ready for discussion by end of 2010.
	11.2: Establish clear decision-making processes with respect to joint ASEAN's responses	AHA Centre, ASEC, P&R Working Group, ACDM		X					Recommended decision making processes reviewed and adopted by ACDM by end of 2011.
	11.3: Conduct training and familiarisation workshops to disseminate the agreed ASEAN Response Options	AHA Centre, P&R Working Group			X	X	X	X	Ongoing. ASEAN response options disseminated and understood by Member States.
Output 12: Adaptation and incorporation of Incident Command System (ICS) into relevant national and regional disaster management systems.	12.1: Adapt relevant components of the ICS into regional management systems, such as SASOP and AHA Centre.	AHA Centre, ICS Task Force (ARDEX referees), P&R Working Group	X	X					Adaptation plans to incorporate ICS into SASOP and other regional disaster management systems developed.
	12.2: Adapt relevant components of the ICS into national disaster management systems, as appropriate, through pilot and training activities, among others.	AHA Centre, ICS pilot countries, Relevant Member States: NDMOs	X	X	X	X			Pilot activities in Brunei Darussalam and Philippines, and regional adaptation activities conducted.
Output 13: Increased preparedness and response capacity of ASEAN Member States.	13.1: Establish a baseline on the overall ASEAN's level of preparedness and response.	AHA Centre		X					Benchmarks of ASEAN level of preparedness and response of ASEAN determined.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	13.2: Propose and agree on preparedness and response benchmarks.	AHA Centre, P&R Working Group		X					Consensus agreement on benchmarks reached.
	13.3: Develop and conduct capacity development strategy, including support for contingency planning, to achieve the benchmarks.	AHA Centre			X	X	X	X	Strategies for capacity development and contingency planning developed and conducted.
	13.4: Conduct periodic evaluations of preparedness levels and response capacities of Member States through After Action Reviews of actual emergency responses to gather feedback from disaster-affected community, government, other ASEAN Member States who responded and other humanitarian actors.	Relevant Member States: NDMOs, AHA Centre		X	X	X	X	X	ASEAN' preparedness levels and response capacities regularly evaluated and utilised as inputs to improve response capacities.
Output 14: An efficient ASEAN's disaster emergency logistics system (i.e. supply chains and logistic mechanisms within Member States and at regional level) developed.	14.1: Conduct a study to determine the feasibility of setting up a stockpiling system or other appropriate arrangements (such as prepositioning of stocks and preferred suppliers).	AHA Centre, ASEC, P&R Working Group	X						The study should evaluate all options, costs and benefits, including the types of commodities stored, the distribution system, the storage issues, etc. The study should also take note pre-positioned stocks that already exist, and focus on the added values that the ASEAN system can bring.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	14.2: Develop and consider recommendations for the establishment of the ASEAN's emergency logistics system, and the requirements to set up such a system.	AHA Centre, ASEC, P&R Working Group, ACDM	X	X					System for ASEAN emergency logistics arrangements proposed for consideration by ACDM.
	14.3: Set up the logistic system based on the outcome of the study and decisions.	AHA Centre, P&R Working Group, ACDM		X	X				ASEAN emergency logistics system established and operational.
Output 15: ASEAN needs assessment strategy (including tool box, training package and partnership mechanism) that incorporates the principles of inclusiveness and downward accountability to vulnerable groups and supports quality improvements in emergency response, developed.	15.1: Conduct regional discussion forums to obtain information from each Member State to understand needs, expectations, capacity and gaps in conducting needs assessment, as well as share best practices and experiences	AHA Centre, P&R Working Group	X						First discussion forum conducted by third quarter of 2010.
	15.2: Compile best practices from Member States, ASEAN post-Nargis experience, and other sources in conducting needs assessment.	AHA Centre, P&R Working Group	X	X					ASEAN post-Nargis experiences compiled by July 2010; and region-wide by first quarter of 2011.
	15.3: Formulate and develop a tool box (such as operation manual, guidelines, methodology, community-based approaches, database, etc) for needs assessment.	AHA Centre	X	X	X				Tool box completed by 2012. Participation of vulnerable groups in needs assessment ensured.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	15.4: Develop training modules and certification system, organise training courses, develop network and database of capacity building partners, trainers, trainees.	AHA Centre		X	X	X	X	X	First training conducted by end of 2011 and continued.
	15.5: Study and identify collaboration points, role and mechanism among Member States, AHA Centre, donors, civil society and relevant international agencies	AHA Centre, ASEC, P&R Working Group	X	X					Study started by third quarter of 2010 and completed by 2011.
	15.6: Formulate and develop an agreed partnership mechanism for needs assessment.	AHA Centre, ASEC, P&R Working Group, ACDM	X	X					Developed and ready for circulation by end of 2011.
	15.7: Disseminate and conduct awareness building on the agreed mechanism to Member States, the civil society and relevant international agencies and donors.	AHA Centre, P&R Working Group			X	X	X	X	Annual workshop started by first half of 2012 and continued until 2015.
Output 16: SOPs and/or mechanisms for coordination with other humanitarian actors developed.	16.1: Assess the strengths, capabilities and added values of the various humanitarian actors to identify areas of complementation.	AHA Centre, ASEC	X						First mapping of humanitarian actors and their strengths, capabilities and added values developed by end of 2010.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	16.2: Clarify the role and relationship of ASEAN disaster management mechanisms and systems, i.e. ASEAN Humanitarian Assistance Coordinator, AHA Centre, ERAT, SASOP, ADMER Fund, etc vis-a-vis other humanitarian systems.	AHA Centre, ASEC	X	X					TOR of ASEAN Humanitarian Assistance Coordinator finalised and adopted by end of 2010. Analysis on the role and relationship of ASEAN's systems and other humanitarian systems developed by end of 2010. Consultations with partners started by 2011.
	16.3: Develop and recommend instruments or mechanisms for joint or complementary ways of working with other humanitarian actors.	AHA Centre, ASEC, Working Group on P&R, ACDM	X	X					ASEAN-OCHA SOP developed by third quarter of 2010. Other instruments or mechanisms with other key partners are identified by mid 2011.
	16.4: Disseminate the agreed mechanisms through awareness or training activities.	AHA Centre		X	X	X	X	X	Joint mechanisms and instruments agreed on and disseminated.

4. Recovery

This particular component of the Work Programme elaborates Article 17 of AADMER, i.e. Rehabilitation. The Work Programme uses the word “Recovery” as it covers the whole spectrum of the recovery process that includes rehabilitation and reconstruction. It is also to ensure consistency with the terms used internationally.

Article 17 of AADMER summarises that Member States shall, jointly or individually, develop strategies, implement programmes, and promote cooperation (bilateral, regional and international) for rehabilitation as a result of a disaster. During recovery, Member States will lead, manage, and coordinate the overall recovery process, while ASEAN through AADMER mechanisms will provide full support, based on need and upon request of the affected Member State/s.

This component of the Work Programme was drafted based on individual experiences of Member States in managing their recovery process in the past five years, in particular the experience of the ASEAN Humanitarian Task Force (AHTF) for Cyclone Nargis in Myanmar.

Objectives:

The Recovery component aims to strengthen the capacity of Member States to:

- Conduct damage and loss assessment within one month after a disaster occurs;
- Develop an effective recovery action plan for rehabilitation and reconstruction within three months after a disaster occurs;
- Mobilise resources from local, regional and international community to support implementation of the recovery process;
- Coordinate and implement activities within targeted time frame as stated in the recovery plan; and
- Develop a transition plan and link post-disaster recovery process into sustainable development one year before the end of the recovery period.

The underlying principle of the Recovery component is the promotion of pro-active planning process for early to long-term recovery even before a disaster occurs. Many of the activities outlined below focus on capacity development and are meant to be done by Member States prior to a disaster event at all levels of government for a more effective recovery process. Pre-disaster recovery planning not only promotes greater participation of various stakeholders in a non-disaster environment, but will also help them respond more effectively to and recover faster from the impacts of a disaster. Thus, the Recovery component contributes to the achievement of the overall goal of disaster resilience and sustainable development of Member States.

Expected Outcomes:

- Members States are self-sufficient in terms of effectively leading, managing, and coordinating their respective recovery processes, and
- More effective transition from post-disaster recovery process into sustainable development.

Lead Shepherds: Indonesia and Myanmar

Linked Activities:

- ASEAN Humanitarian Task Force for the Victims of Cyclone Nargis (AHTF)
- Post-Disaster Needs Assessment and Recovery Framework of the World Bank, UN and EC
- International Recovery Platform (IRP)
- ASEAN Secretariat-UNISDR-World Bank Memorandum of Cooperation (MOC) on Disaster Risk Reduction
- ASEAN-UNISDR Technical Cooperation on the Implementation of HFA in ASEAN

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1.1: A tool box (such as operation manual, guidelines, methodology, community-based approaches, database, etc) to facilitate the conduct of an effective damage and loss assessment and assist Member States to produce damage and loss assessment within one month after a disaster occurs.	1.1.1: Conduct of regional discussion forums to obtain information from each Member State to understand needs, expectations, capacity and gaps in developing damage and loss assessment, as well as share best practices and experiences.	AHA Centre, ASEC, Recovery Working Group	X						Best practices on damage and loss assessment shared and inputs gathered in discussion forums.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	1.1.2: Compilation of best practices from Member States, ASEAN post-Nargis experience, and other sources in conducting an effective damage and loss assessment.	AHA Centre, Recovery Working Group	X	X					ASEAN post-Nargis experiences in damage and loss assessment compiled by July 2010; and region-wide by first quarter of 2011.
	1.1.3: Formulation and development of a tool box for effective damage and loss assessment.	AHA Centre	X	X					Tool box on damage and loss assessment completed by third quarter of 2011.
Output 1.2: A series of capacity building tools and activities for conducting effective damage and loss assessment developed and organised to assist Member States to produce damage and loss assessment within one month after disaster occurs.	1.2.1: Development of training modules and certification system, organisation of training courses, development of network and database of capacity building partners, trainers, and trainees.	AHA Centre		X	X	X	X	X	Certification and training programme on damage and loss assessment established and regular trainings conducted beginning of 2011.
Output 1.3: A partnership mechanism for conducting joint damage and loss assessment agreed and established to assist Member States to produce damage and loss assessment within one month after disaster occurs.	1.3.1: Study and identification of collaboration points, roles, and mechanism among Member States, AHA Centre, donors, civil society and relevant international agencies.	AHA Centre, ASEC, Recovery Working Group	X	X					Partnership mechanisms for damage and loss assessment identified and evaluated by third quarter of 2010.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	1.3.2: Formulation and development of partnership mechanism for conducting joint damage and loss assessment.	AHA Centre, ASEC, Recovery Working Group, ACDM	X	X					Agreed partnership mechanism on joint damage and loss assessment fully developed by end of 2011 and ready for circulation.
	1.3.3: Dissemination of and awareness raising for partnership mechanism to respective ministries, organisations of Member States, civil society, relevant international agencies, and donors.	AHA Centre, Recovery Working Group			X	X	X	X	Agreed partnership mechanism disseminated starting 2012 through various means.
Output 2.1: A guideline on effective recovery action plan developed to strengthen the capacity of Member States to develop an effective recovery action plan for rehabilitation and reconstruction within three months after disaster occurs.	2.1.1: Conduct of regional discussion forums to obtain information from each Member State to understand needs, expectations, capacity and gaps in developing a recovery action plan as well as sharing of best practices and experiences.	AHA Centre, ASEC, Recovery Working Group	X						Best practices in recovery action planning shared and information inputs for developing a recovery action plan generated in discussion forums.
	2.1.2: Compilation of best practices from experiences of Member States, ASEAN post-Nargis experiences, and other sources for developing an effective recovery action plan.	AHA Centre, Recovery Working Group	X	X					ASEAN post-Nargis experiences on effective recovery action planning compiled by July 2010; and region-wide by first quarter of 2011.
	2.1.3: Formulation and development of a guideline for an effective recovery action plan.	AHA Centre	X	X					Guidelines on recovery action planning fully developed by third quarter of 2011 and ready for circulation.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 2.2: A series of capacity building tools and activities for developing an effective recovery action plan developed and organised to strengthen the capacity of Member States to develop an effective recovery action plan for rehabilitation and reconstruction within three months after disaster occurs.	2.2.1: Development of training modules, organisation of training courses, development of network and database of capacity building partners, trainers, and trainees.	AHA Centre		X	X	X	X	X	Training modules on recovery action planning developed and first training conducted by end of 2011 and continued until 2015.
Output 2.3: A partnership mechanism for joint development of a recovery action plan agreed and established to strengthen the capacity of Member States to develop an effective recovery action plan for rehabilitation and reconstruction within three months after disaster occurs.	2.3.1: Study and identification of collaboration points, roles and mechanisms among Member States, AHA Centre, donors, civil society and relevant international agencies.	AHA Centre, ASEC, Recovery Working Group	X						Partnership mechanism options identified and evaluated by third quarter of 2010.
	Activity 2.3.2: Formulation and development of an agreed partnership mechanism for joint development of action plan.	AHA Centre, ASEC, Recovery Working Group, ACDM	X	X					Agreed partnership mechanism for joint recovery action planning fully developed by end of 2011 and ready for circulation.
	2.3.3 Dissemination and awareness building for the agreed mechanism to respective ministries, organisations of each Member State, civil society and relevant international agencies and donors.	AHA Centre, Recovery Working Group			X	X	X	X	Agreed partnership mechanism on joint recovery action planning disseminated in the first half of 2012 and continued until 2015.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 3.1: A series of possible mechanisms for effective resource mobilisation identified and develop to assist Member States to mobilise resources from local, regional and international community to support implementation of the recovery process.	3.1.1: Conduct of regional discussion forums to better understand the needs and expectations of Member States in resource mobilisation.	AHA Centre, ASEC, Recovery Working Group		X					Best practices in resource mobilisation for recovery shared and first discussion forum conducted by first half 2011.
	3.1.2: Compilation of best practices from Member States, ASEAN post-Nargis experience, and other sources for developing an effective mechanism for resources mobilisation.	AHA Centre, Recovery Working Group	X	X					ASEAN post-Nargis experiences on resource mobilisation for recovery compiled by July 2010; and region-wide by first half of 2011.
	3.1.3: Formulation and development of possible mechanisms for resource mobilisation.	AHA Centre, ASEC, Recovery Working Group, ACDM	X	X					Resource mobilisation modalities and mechanisms developed by end of 2011 and printed materials ready for circulation.
	3.1.4: Dissemination of possible mechanisms for resources mobilisation to relevant parties.	AHA Centre, Recovery Working Group			X	X	X	X	Possible resource mobilisation mechanisms disseminated starting in first half of 2012.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 3.2: A series of capacity building tools and activities developed to assist Member States to mobilise resources from local, regional and international community to support implementation of the recovery process.	3.2.1: Development of training modules, organise training courses, develop network and data base of capacity building partners, trainers, and trainees.	AHA Centre			X	X	X	X	Tools and training courses on resource mobilisation for recovery conducted beginning of 2012.
Output 3.3: Cooperation among national governments, ASEAN, civil society, private sector and international community in mobilising resources enhanced to support implementation of the recovery process.	3.3.1: Development of database containing partner activities and profiles including private sector and civil society which will provide support to ASEAN and Member States for post-disaster recovery process.	AHA Centre		X					Recovery database on partner profiles completed by first half of 2011.
	3.3.2: Establishment of ASEAN-Partners Forum to enhance cooperation in resources mobilisation and conduct of a series of meetings.	AHA Centre, ASEC, Recovery Working Group		X	X	X	X	X	First ASEAN Partners Forum conducted by end of 2011 and regularly held until 2015.
Output 4.1: A series of possible mechanisms for coordination identified and developed to support Member States in the implementation of the recovery process.	4.1.1: Conduct of regional discussion forums to obtain information from each Member State to understand needs, expectations, capacity and gaps in developing a coordination mechanism.	AHA Centre, ASEC, Recovery Working Group		X					First discussion forum on recovery coordination mechanisms conducted by first half 2011.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	4.1.2: Compilation of best practices from Member States, ASEAN post-Nargis experience, and other sources for developing an effective coordination mechanism.	AHA Centre, Recovery Working Group	X	X					ASEAN post-Nargis experiences on recovery coordination compiled by July 2010; and region-wide by first half of 2011.
	4.1.3: Formulation and development of possible mechanisms for coordination.	AHA Centre, Recovery Working Group, ACDM		X					Coordination mechanisms for recovery developed by end of 2011 and printed materials ready for circulation.
	4.1.4: Dissemination of possible mechanisms for coordination to relevant parties.	AHA Centre, Recovery Working Group			X	X	X	X	Recovery coordination mechanisms disseminated starting first half of 2012.
Output 4.2: System for coordination and monitoring developed	4.2.1: Conduct of regional discussion forums for improved understanding of needs, expectations, capacity and gaps in developing coordination and monitoring system of Member States.	AHA Centre, ASEC, Recovery Working Group		X					First discussion forum on recovery monitoring and coordination conducted by first half of 2011.
	4.2.2: Compilation of best practices from Member States, ASEAN post-Nargis experience, and other sources for developing an effective coordination and monitoring system.	AHA Centre, Recovery Working Group	X	X					ASEAN post-Nargis experiences on recovery monitoring and coordination compiled by July 2010; and region-wide by first half of 2011.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	4.2.3: Development and institutionalisation of the coordination and monitoring system in collaboration with AHA Centre and government agencies responsible for disaster recovery of Member States.	AHA Centre, Recovery Working Group, ACDM			X	X	X	X	Coordination and monitoring system functional starting 2012 and continuously updated and improved.
Output 4.3: A series of capacity building tools and activities for an effective recovery coordination and monitoring developed and organised.	4.3.1: Development of training modules, organisation of training courses, development of network and database of capacity building partners, trainers, and trainees.	AHA Centre			X	X	X	X	Training modules on effective recovery coordination developed and first training course conducted starting 2012. Recovery network and database developed.
Output 5.1: A guideline on effective transition plan developed.	5.1.1: Conduct of regional discussion forums to understand needs, expectations, capacity and gaps in developing an effective transition plan of Member States.	AHA Centre, ASEC, Recovery Working Group	X						First discussion forum on post-recovery transition plan conducted by third quarter of 2010.
	5.1.2: Compilation of best practices of Member States, ASEAN post-Nargis experience, and other sources for developing an effective transition plan.	AHA Centre	X	X					ASEAN post-Nargis experiences in post-recovery transition planning compiled by July 2010; and region-wide by first quarter of 2011.
	5.1.3: Formulation and development of a guideline for an effective transition plan.	AHA Centre	X	X					Guideline on post-recovery transition planning fully developed by third quarter of 2011 and ready for circulation.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 5.2: A series of capacity building tools and activities for an effective transition plan developed.	5.2.1: Development of training modules, organisation of training courses, development of network and database of capacity building partners, trainers, and trainees	AHA Centre			X	X	X	X	Training programme on post-recovery transition planning developed and first training conducted by end of 2011.
Output 5.3: A series of possible mechanisms to link post-disaster recovery to sustainable development with related ASEAN initiatives identified and developed.	5.3.1: Conduct of discussions forums, workshops to identify mechanisms to link post-disaster recovery with related development initiatives of ASEAN.	AHA Centre, ASEC, Recovery Working Group		X					First discussion forum conducted by first half 2011.
	5.3.2: Compilation of best practices of Member States, post-Nargis experience, and other sources in linking post-recovery with ASEAN development initiatives.	AHA Centre, Recovery Working Group	X	X					ASEAN post-Nargis experiences in post-recovery compiled by July 2010; and region-wide by first half of 2011.
	5.3.3: Identification and development of possible mechanisms to link post-disaster recovery to sustainable development with related ASEAN initiatives.	AHA Centre, ASEC, Recovery Working Group, ACDM		X					Mechanisms for linking recovery and sustainable development determined by end of 2011 and printed materials ready for circulation.

III. BUILDING BLOCKS OF AADMER WORK PROGRAMME

In addition to the strategic components detailed above, the AADMER Work Programme for 2010-2015 includes six building blocks. These building blocks form the foundation for an effective implementation of the Work Programme from regional to sub-national as well as the nuts and bolts that are expected to link the whole Work Programme together and to continue to drive the implementation process. The building blocks are:

1. Institutionalisation of AADMER;
2. Partnership Strategies;
3. Resource Mobilisation;
4. Outreach and Mainstreaming;
5. Training and Knowledge Management System; and
6. Information Management and Communication Technology.

1. Institutionalisation of AADMER

The AADMER is a regional agreement that legally binds all Member States to enforce its provisions in their respective territories. As a framework for regional cooperation on disaster management and emergency response, it is necessary to institutionalise AADMER at the national level, where many of its provisions will actually take place. **While programmes are developed at the regional level** (particularly with the operationalisation of the AHA Centre), **the primary responsibility for the implementation of the AADMER Work Programme shall be with the Member States.** The Member States shall then re-examine their national action plans or develop action plans as required to ensure timely implementation of their commitments under the AADMER. In view of this, strengthening of national government organisations within Member States is thus necessary in order to institutionalise AADMER and ensure not only mere compliance to its provisions but also active engagement of Member States in the implementation of AADMER as well as the execution of the Work Programme on the ground.

One cog that is required to institutionalise AADMER at the level of Member States is the establishment of certain national structures and mechanisms that will ensure actual enforcement of the Agreement. For an effective national implementation of AADMER, Article 22 provides for the designation of a National Focal Point (NFP) for the purpose of implementing the Agreement by Member States and facilitating the process at the regional level. The designation of the AADMER NFP shall be initiated by the ACDM Focal Point of each Member State through a consultative process. **It is highly preferable for the ACDM Focal Point to be likewise designated as the AADMER NFP.** In addition, Member States are also expected to designate and authorise one or more Competent Authorities for the purpose of implementing the AADMER. The AADMER NFP is authorised to “receive and transmit information pursuant to the provision the Agreement”. Thus, the AADMER NFP plays an important role in facilitating communication among Member States. The AADMER NFP also serves as the single point of contact for the country and coordinates with the identified Competent Authorities to effectively implement the AADMER as clarified in Chapter III, Section A of SASOP.

Another vital cog in the institutionalisation of AADMER in Member States is the creation of an enabling environment, such as supportive policy and legal frameworks that will promote and expedite the implementation of AADMER related activities at the national level and facilitate collaboration of Member States for region-wide or joint undertakings. It is incumbent upon Member States to provide such an enabling policy and legal environment and establish the necessary organisation structures and mechanisms. In line with Article 10 of AADMER, one of the first steps would be for each Member State to analyse challenges or gaps in implementation of AADMER and SASOP through, among others, reviewing existing domestic disaster management policies, procedures and regulations with the intention of suggesting amendments or refinements as appropriate to make it easier for other Member States and other assisting entities to provide disaster relief assistance, if needed and requested.

Member States are also encouraged to integrate relevant activities of the Work Programme into their national disaster management and emergency response programmes and action plans as well as in their sectoral plans. By incorporating AADMER related activities into their regular plans and programmes, the sustainability and continuity of AADMER related activities will be enhanced and ensure that the advantages and benefits of AADMER will cascade down from the regional to national and sub-national levels.

2. Partnership Strategies

AADMER reaffirms the need to promote regional cooperation in Southeast Asia in the spirit of equality and partnership, as set forth in the Bangkok Declaration of 8 August 1967. The Declaration of ASEAN Concord II of 7 October 2003 also stipulates that the ASEAN shall, through the ASEAN Socio-Cultural Community, intensify cooperation in addressing problems associated with, inter alia, disaster management.

Moreover, the United Nations General Assembly Resolution 57/578 of 10 December 2002 encourages the strengthening of co-operation among States at the regional and sub-regional levels in the field of disaster preparedness and response with particular respect to capacity-building at all levels.

Finally, the general considerations of the Hyogo Framework for Action (HFA) set out by the World Conference on Disaster Reduction in January 2005 stresses a multi-sectoral approach and the implementation of the priority areas of action by different stakeholders, including civil society (i.e., NGOs, CBOs, volunteers), the scientific community, and the private sector. Multi-stakeholder partnerships are the mechanisms to facilitate and institutionalise such a multi-sectoral approach.

The implementation of a truly people-oriented AADMER that is effective at raising the resiliency of vulnerable communities and increasing national and regional capacity requires the cooperation and collaboration of various sectors and the participation of vulnerable groups in the different aspect of disaster management and risk reduction through mechanisms that promote and sustain partnership.

Objectives:

- Establish or enhance existing platforms for multi-stakeholder partnerships at the sub-national, national and regional levels;
- Support the institutionalisation of coordination mechanisms between the ASEAN and other regional and international disaster management and humanitarian actors; and
- Facilitate the sharing of information on partners and partnership projects;
- Facilitate regional sharing and promotion of good practice among Member States and partners in implementing AADMER Work Programme in particular and practices in disaster management and mainstreaming DRR in general; and
- Establish mechanisms for stakeholders, especially vulnerable groups, to provide feedback on the progress and impact of AADMER in reducing disaster losses and building resiliency.

Expected Outcomes:

- Broad support and cooperation for AADMER's implementation from various sectors;
- Improved capacity of Member States and the AHA Centre to coordinate with various actors;
- Easy access to information on actors and stakeholders towards encouraging linkages and partnerships;
- A regional learning environment for all Member States and stakeholders involved in the implementation of AADMER; and
- Involvement of multiple stakeholders, most especially vulnerable groups, in the monitoring and evaluation of AADMER.

Lead Shepherd: Chair of the ACDM

Linked Activities

- ASEAN Secretariat-UNISDR-World Bank Memorandum of Cooperation (MOC) on Disaster Risk Reduction
- ASEAN-UNISDR Technical Cooperation for the Implementation of the HFA in ASEAN
- ASEAN Secretariat - ASEAN Partnership Group (APG) MOC for Collaboration in Supporting the Implementation of AADMER
- ASEAN-UNHCR Project on Strengthening the Capacity of the ASEAN Committee on Disaster Management (ACDM)
- ASEAN Volunteers Programme (AVP) under the ASEAN Humanitarian Task Force for the Victims of Cyclone Nargis (AHTF)
- ASEAN-OCHA Joint SOP for Humanitarian Aspects of Cooperation in Disaster Preparedness and Response (being drafted)

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Multi-Stakeholder (MS) partnerships at different levels identified and developed.	1.1: Mapping of existing established and emerging mechanisms that support and encourage multi-stakeholder partnerships at sub-national, national and national levels; identification and analysis of strengths, gaps and needs.	AHA Centre, ASEC	X						Study on Multi-Stakeholder involvement in AADMER conducted in 2010.
	1.2: Conduct of regional workshop on multi-stakeholder involvement in AADMER.	AHA Centre, ASEC		X					Plans to establish or strengthen MS platforms for partnerships formulated by 2011.
	1.3: Holding of sub-national platform for MS partnership meetings.	Member States: NDMOs		X	X	X	X	X	Sub-national MS platforms established, especially in high-risk areas.
	1.4: Conduct of National Platform for MS partnership meeting: 1.4.1 In-country AADMER Coordinator* of the National Platform designated to liaise with stakeholders <i>(* could be the same as the AHA Operational Coordinator who liaises between the NDMO and the AHA Centre, see Preparedness and Response)</i>	Member States: NDMOs		X	X	X	X	X	National Platforms for MS Partnerships established or strengthened.
	1.5: Conduct of a Regional MS Partnership meeting.	ACDM Chair, AHA Centre, ASEC		X	X	X	X	X	ASEAN Platform for MS Partnership established.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 2: Coordination mechanisms and agreements identified and developed.	2.1: Organisation of meetings with strategic counterparts in the international community (i.e. OCHA, IFRC) and with other ASEAN-initiated forums, such as the ASEAN Regional Forum (ARF), ASEAN Plus Three, and East Asia Summit (EAS) towards effective interface on disaster management.	ASEC, AHA Centre, ACDM Chair	X	X	X	X	X	X	Areas for coordination/ collaboration. mapped out.
	2.2: Establishment of an ASEAN Volunteer Programme for disaster response, risk reduction and recovery.	AHA Centre, ASEC	X	X					Lessons learnt from AVP after Cyclone Nargis in Myanmar compiled end of July 2010. ASEAN-wide disaster volunteer programme for disaster management set up by end of 2011.
	2.3: Drafting of agreements on joint operations, coordination and collaboration.	ASEC, AHA Centre	X	X					Draft SOPs, MOUs/MOAs.
	2.4: Formalising coordination instruments through joint SOPs, MOUs/MOCs.	ASEC, AHA Centre, ACDM, COP		X	X				Agreed joint SOPs/MOUs/MOCs.
	2.5: Rolling out of coordination instruments through communication, popularisation and field application.	AHA Centre, ASEC		X	X				Adoption of coordination arrangements.
Output 3: Partnership Database and Information System established.	3.1: Collection of data on partners and partnership projects.	AHA Centre		X	X				
	3.2: Establishment and maintenance of an online database.	AHA Centre		X	X	X	X	X	Online database running.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 4: Showcase of good partnership practices developed and disseminated.	4.1: Organisation of a workshop on developing the criteria and indicators of good partnership practice.	AHA Centre, ASEC		X					
	4.2: Holding an annual call for case studies on good partnership practices.	AHA Centre		X	X	X	X	X	Cases selected according to the criteria and indicators.
	4.3: Compilation and publication of good partnership practice.	AHA Centre		X	X	X	X	X	
	4.4: Showcasing of good partnership practice.	AHA Centre		X	X	X	X	X	
Output 5: Feedback mechanisms developed and implemented	5.1: Conduct of a workshop on AADMER indicators and measurements and feedback mechanisms for stakeholders.	ASEC, AHA Centre		X					AADMER indicators and feedback mechanisms developed by end of 2011.
	5.2: Annual assessments of the implementation of the AADMER WP.	ASEC, ACDM		X	X	X	X	X	Progress report with feedback from stakeholders presented to the COP.
	5.3: Mid-term evaluation of outcomes.	ASEC, ACDM				X			Mid-term report with feedback from stakeholders presented to the COP.
	5.4: End-term impact assessment of the AADMER Work Programme.	ASEC, ACDM						X	Impact assessment with feedback from stakeholders presented to the COP.

3. Resource Mobilisation

Various articles in the AADMER lay out the rationale for the mobilisation of personnel, materials, expertise and financial resources required to effectively implement AADMER:

Article 24 (Financial Arrangements) sets out the establishment of the ASEAN Disaster Management and Emergency Relief (ADMER) Fund, to be administered by the ASEAN Secretariat under the guidance of the Conference of the Parties (COP). Article 24 further states that the Parties shall, in accordance with the decisions of the COP, make voluntary contributions to the Fund and that the Fund shall also be open to contributions from other sources such as international organisations, regional financial institutions and the international donor community. In addition, Article 28 (Rules of Procedure and Financial Rules) states that the first COP shall by consensus adopt rules of procedure for itself and financial rules for the ADMER Fund to determine, in particular, the financial participation of the Parties to AADMER.

Article 18 (Technical Cooperation) also stipulates that Parties shall facilitate mobilisation of appropriate resources both within and outside the Parties.

Objectives:

- Develop proposed Rules of Procedure and Financial Rules for approval by the COP;
- Develop rules and minimum requirements to implement the various Articles that refer to resources and resource mobilisation;
- Develop mechanisms and arrangements for mobilising personnel, expertise, materials and funds; and
- Develop resource management systems and processes.

Expected Outcomes:

- Adequate resources that support regional preparedness and response and supplement national resource mobilisation;
- Financially-sustainable operation of AHA Centre;
- Resources are available and accessible, and equitably distributed to disaster-affected populations;
- Optimal and effective utilisation of resources; and
- Sustainability in resources is promoted.

Lead Shepherd: Chair of the ACDM

Linked Activities:

- ASEAN Secretariat-UNISDR-World Bank Memorandum of Cooperation (MOC) on Disaster Risk Reduction
- ASEAN-UNISDR Technical Cooperation for the Implementation of the HFA in ASEAN
- ASEAN Secretariat - ASEAN Partnership Group (APG) MOC for Collaboration in Supporting the Implementation of AADMER

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Proposed Rules of Procedure and Financial Rules for ADMER Fund	Activity 1.1: Organisation of a workshop or meeting to discuss the draft ADMER Fund Financial Rules, including procedures on annual and voluntary contributions.	ASEC, ACDM	X						Draft Financial Rules ready for presentation to COP-1 in 2010.
	Activity 1.2: Organisation of the COP to consider ADMER Fund Financial Rules.	ASEC, ACDM, COP	X						Adoption of the Financial Rules by COP.
	Activity 1.3: Dissemination of the ADMER Fund Financial Rules to Member States and relevant partners.	ASEC	X						
Output 2: Procedures on involving members from civil society in ERAT and AHA Centre.	Activity 3.6: Drafting and finalising certification and accreditation rules and requirements for ERAT associate members from the civil society.	AHA Centre	X						Formalised certification & accreditation rules and requirements for ERAT associate members communicated to civil society partners.
	Activity 3.7: Certification and accreditation of ERAT associate members from the civil society.	AHA Centre, ACDM	X	X	X	X	X	X	
	Activity 3.8: Drafting and finalising procedures and requirements for seconding staff from civil society to the AHA Centre.	AHA Centre, ACDM	X						Procedures and requirements for seconding staff to the AHA Centre.
	Activity 3.9: Recruitment and placement of seconded staff from civil society to AHA Centre.	AHA Centre	X	X	X	X	X	X	

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 3: Rules and procedures on fundraising and donor contract management	Activity 5.1: Donor mapping exercise to match AADMER Work Programme priorities with donor interests.	ASEC, AHA Centre	X						Donor database produced and updated through subsequent ASEAN-Partners Conferences.
	Activity 5.2: Draft procedures and systems for project proposal development and donor contract management.	ASEC, AHA Centre	X						
	Activity 5.3: Fundraising and donor contract management.	ASEC, AHA Centre	X	X	X	X	X	X	
	Activity 5.4: ASEAN-Partners Forum to provide a platform for consultations with donors and review the match between the AADMER Work Programme priorities and the priorities of donors.	ASEC, AHA Centre, ACDM	X	X	X	X	X	X	First ASEAN-Partners Conference will be part of the launching of the AADMER Work Programme.

4. Outreach and Mainstreaming

The effective implementation of AADMER requires that it is understood and its strategic components are supported not just by the disaster management authorities and stakeholders but by other sectors of government and society in general. Among the key activities of the HFA is the appropriate integration of risk reduction into development policies and planning at all levels of government, including in poverty reduction strategies and sectors and multi sector policies and plans.

However, awareness and familiarity with AADMER can further be improved. There is a need to make AADMER known to government authorities as well as local government units and the general public. This will help create a positive environment for AADMER's implementation and broaden the constituency that supports disaster management and risk reduction.

Objectives

- Make AADMER more visible and popular among a broad range of publics;
- Increase awareness for AADMER among government authorities other than the disaster management office and facilitate the understanding by other government agencies at the national and local levels of their roles in AADMER’s implementation; and
- Encourage the development of national and local policies and programmes that are complementary to AADMER.

Expected Outcome:

- Improved awareness and knowledge of AADMER and support for its implementation.

Lead Shepherd: Thailand

Linked Activities:

- ASEAN Secretariat-UNISDR-World Bank Memorandum of Cooperation (MOC) on Disaster Risk Reduction
- ASEAN-UNISDR Technical Cooperation for the Implementation of the HFA in ASEAN
- ASEAN Secretariat - ASEAN Partnership Group (APG) MOC for Collaboration in Supporting the Implementation of AADMER

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Communication strategy on AADMER and its mechanisms.	1.1: Production of Information, Education and Communication (IEC) materials on AADMER	AHA Centre	X						AADMER IEC materials produced.
	1.2: Dissemination of IEC materials.	AHA Centre	X	X					Initial batch of AADMER IEC materials widely distributed.
	1.3: Formal launching of AADMER and AADMER Work Programme.	ASEC, ACDM	X						Launching event for the AADMER and AADMER Work Programme.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
	1.4: AADMER orientation and forums at national and regional levels: 1.4.1 With ministries of health, education, finance, civil defense, etc. 1.4.2 With local governments; 1.4.3 With the broad civil society.	AHA Centre, ASEC, ACDM: NDMOs, Partners	X	X					Periodic forums on AADMER.
	1.5: Development, launching and maintenance of an AADMER webpage.	AHA Centre, ASEC	X	X	X	X	X	X	Webpage on AADMER functionally online.

5. Training and Knowledge Management System

“What kinds of knowledge and information should the ASEAN propagate, what skills need to be developed, and what form should these take in order to implement AADMER?” These are the key questions that the Training and Knowledge Management System component will address.

The overall thrust of this cross-cutting element is to strengthen disaster preparedness for effective response at all levels, enhance the technical capacity of Member States in disaster risk reduction, identify gaps in the capacities of each Member State to implement AADMER, and fill these gaps through the support of Member States and partners. The AHA Centre shall facilitate activities for technical co-operation as identified herein.

5.1 Training

Natural phenomena such as typhoons and earthquakes need not translate to disaster, or if at all their human impact can be minimised, if people are equipped to deal with them. The main challenge of a capacity-building strategy is to be able to judiciously deploy power and resources from above and optimise lateral partnerships, while harnessing community strengths from below.

Training programme design needs to be strategic; sustainability and replication should be built-in. Thus there is a need for certification and institutionalisation and having these operationalised to the community level through the engagement of local governments and people’s organisations.

Objectives

- Capacitate all heads and personnel (down to the middle manager levels) of national disaster management agencies in all ASEAN Member States in basic disaster management and emergency response;
- Further enhance knowledge and skills of experts and personnel in specific fields by providing relevant specialised trainings related to disaster risk reduction and response;
- Professionalise the field of disaster management through a certification system for disaster training; and
- Institutionalise mechanisms for replication and sustainability of training programmes down to the community level.

Expected Outputs

- Basic and advanced training modules for disaster management and emergency response delivered through face-to-face and/or eLearning modes;
- Regional trainings for national disaster management agencies and civil society;
- An ASEAN network of disaster management and emergency response training institutions;
- Certification programme for disaster management and emergency response;
- National disaster management and emergency response training plans in all Member States;
- Pool of regional disaster management and emergency response trainers.

Lead Shepherd: Singapore

Linked Activities

- ASEAN Secretariat-UNISDR-World Bank Memorandum of Cooperation (MOC) on Disaster Risk Reduction
- ASEAN-UNISDR Technical Cooperation for the Implementation of the HFA in ASEAN
- ASEAN Secretariat - ASEAN Partnership Group (APG) MOC for Collaboration in Supporting the Implementation of AADMER
- WBI Natural Disaster Risk Management Global Distance Learning Programme
- WB Global Distance Learning (GDLN) Activities

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Training Needs Assessment accomplished.	1.1: Conduct of TNA workshop.	AHA Centre, ASEC, Member States: NDMOs	X		X				Training needs assessed by mid-2010 and mid-2012.
Output 2: Regional Training Courses held (see Annex 2).	2.1: Organisation of Basic Training Courses targeting various stakeholders from government, civil society, vulnerable groups, private sector, among others.	AHA Centre, Member States: NDMOs			X				Completed training modules and courses by fourth quarter by 2012.
	2.2: Organisation of Advanced Training Courses targeting various stakeholders from government, civil society, vulnerable groups, private sector, among others.	AHA Centre, Member States: NDMOs					X		Completed training modules and courses by fourth quarter of 2013.
Output 3: ASEAN Network of Disaster Training Institutions established.	3.1: Identification & Mapping of Training Institutions in ASEAN.	AHA Centre	X						Training institutions identified and mapped by the third quarter of 2010
	3.2: Holding of Network Core Group Meeting.			X					Core group meeting held in 2011.
	3.3: Network Launching Conference.			X					ASEAN Disaster Training Network established by third quarter of 2011.
	3.4: Conduct of Regular Meetings.			X	X	X	X	X	Meeting held every fourth quarter of each year.
Output 4: DMER Training Certification set-up.	4.1: Technical Study of Certification System for DMER Training.	AHA Centre		X					Study results on the certification system by second quarter of 2011.
	4.2: Organisation of Conference on DMER Training Certification.			X					Conference conducted by fourth quarter of 2011.

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 5: DMER trainers pool created.	5.1: Building of Roster of trainers.	AHA Centre		X					Roster of DMER Trainers created by first quarter of 2011.
	5.2: Formalisation of Trainors Pool.			X					Trainers' pool created by second quarter of 2011.

5.2 Knowledge Management Systems

The following questions need to be considered in crafting a Knowledge Management System:

- What kinds of knowledge and information are needed?
- How can these be generated? What are the sources?
- What is the best modality for enabling sharing and exchange?

How can we ensure that these would reach the end-users, and in a timely manner?

On the matter of disasters, there are two main sets of relevant knowledge and information. One is on disaster response. This involves the accurate forecasting and rapid dissemination of information at the onset of disaster – especially for those to be affected as well as the early responders.

The other set is on the more strategic disaster risk reduction. This comprises lessons from past disasters, disaster patterns in the region, available material, human, and institutional resources, new technologies, community-based knowledge and ways of coping, and other related themes such as climate change, poverty, and human conflict.

There are numerous resource and data centres within and outside the region. The aim for creating the online knowledge centre is *not* be to the dominant site that would supersede or supplant the others, but simply to build ASEAN’s own disaster data hub: containing relevant knowledge and reliable and up-to-date information and at the same time interconnecting other sites and facilitating continuous exchanges.

Two KMS projects are envisaged. One is the setting up the AHA Centre as the main resource centre for ASEAN disaster management and emergency response. Another is the creation of an on-line ASEAN knowledge and information centre. The website will be housed and managed in the AHA Centre, with full-time IT personnel constantly updating and maintaining it.

Objectives

- Determine the knowledge and information needs of the ASEAN region's related to disaster management and emergency response;
- Establish a resource centre as well as an online knowledge and information portal for disaster management and emergency response (DMER) in Southeast Asia; and
- Build mechanisms that ensure the active use and application of knowledge and information down to the community level.

Expected Outputs

- Handbooks based on Knowledge Needs Assessment results;
- ASEAN DMER Resource Centre;
- On-line knowledge and information centre (website/portal); and
- Knowledge and information centres in each Member State, operated by the national disaster management office.

Lead Shepherd: Singapore

Linked Activities:

- Knowledge Management of the ASEAN Humanitarian Task Force for the Victims of Cyclone Nargis (AHTF)
- ASEAN Secretariat-UNISDR-World Bank Memorandum of Cooperation (MOC) on Disaster Risk Reduction
- ASEAN-UNISDR Technical Cooperation for the Implementation of the HFA in ASEAN
- ASEAN Secretariat - ASEAN Partnership Group (APG) MOC for Collaboration in Supporting the Implementation of AADMER

Output-Activity Matrix:

Expected Output	Activity	Responsible Parties	Timeline						Milestones
			Phase 1			Phase 2			
			2010	2011	2012	2013	2014	2015	
Output 1: Knowledge Needs Assessment (KNA) accomplished.	1.1: Conduct of KNA Research.	AHA Centre	X						KNA research completed by fourth quarter of 2010.
	1.2: Holding of a KNA Workshop.			X					KNA workshop in the second quarter of 2011.
Output 2: Accomplished research on ASEAN disaster risk reduction, response & Coordination, 2000-2009.	2.1: Conduct of region-wide research.	AHA Centre			X				Research completed by fourth quarter of 2012.
Output 3: ASEAN Resource Centre set up.	3.1: Compilation of DMER-related materials.	AHA Centre		X					Relevant references and materials collected.
	3.2: Setting-up of ASEAN Resource Centre/Library.			X					ASEAN Resource Centre established by second quarter of 2011.
	3.3: Launching of ASEAN Resource Centre.			X					ASEAN Resource Center fully operational.
Output 4: AADMER Website created.	4.1: Technical work on website.	AHA Centre	X						Website interface and functionalities done by fourth quarter of 2010.
	4.2: Website launch.			X					Website running and launched by first quarter of 2011.
Output 5: After Action process.	5.1: Evaluation Workshop (After-Action Review) after each disaster – <i>linked with Activity 13.4 under Preparedness and Response.</i>	AHA Centre	X	X	X	X	X	X	Outcome of After-Action Review to be compiled and fed into the ASEAN Resource Centre.

6. Information Management and Communication Technology

Information sharing, coordinated/facilitated communications and effective hazard monitoring and warning are explicitly mentioned in at least 16 separate AADMER Articles and/or Sub-articles¹. Successful execution of these responsibilities depends on more than selecting common technologies that are suitable for and available to all Member States. Consideration must also be given to interoperability, common information exchange protocols, data compatibility, reliability and redundancy, scalability, and security of the networks. Given the responsibilities and goals outlined in the AADMER, an effective Information and Communication Technology (ICT) strategy must be a corner stone of AADMER implementation strategies. ICT challenges impact all other strategic components and building blocks/drivers of the AADMER Work Programme.

Instituting ICT policies and processes that address these challenges early on will greatly reduce the cost and complexity of the initial deployment as well as long-term integration costs. Perhaps most importantly, these policies will offer direction to all ASEAN Member States for information sharing and interoperability, and will reduce the cost of human resources and training required to ensure the operational success of AADMER in the long term.

As an operational coordinating body, the AHA Centre is the communication hub in all humanitarian assistance missions and amongst the Member States and international players. Establishing the AHA Centre as a premier provider of information and communication services supporting humanitarian assistance missions and disaster risk reduction principles will help ensure the success of AADMER and support the well-being of the people, communities, and economies of Southeast Asia. It is therefore critical that the AHA Centre is charged with developing ASEAN-wide ICT policies and implementation practices to support AADMER implementation. This should be done along with the ACDM Working Group on Risk Assessment, Early Warning and Monitoring and other relevant ASEAN bodies/centres.

Lead Shepherd: Singapore

6.1 ICT Policy Framework

In order to meet the ICT challenges outlined above, the following policy elements – applicable to AHA Centre, AADMER components, and ASEAN Member States – will need to be agreed upon and established:

- Processes for evaluating existing ICT assets and assessing and prioritising immediate ICT needs;
- Minimum standards and milestones for information management and communication infrastructure;

¹ Articles and Sub-Articles 4.a, 4.b, 5.3, 5.4, 7.1.b, 7.1.c, 7.2, 9.2, 9.3, 10.2, 11.3, 11.4, 11.5, 11.6, 18.1.b, 18.1.c

- Guidelines for technology adoption to ensure: availability, accessibility, interoperability, compatibility, reliability, and security; and
- Processes for periodic review and evaluation of new ICT options.

6.2 ICT Guiding Principles

Effective establishment and implementation of ICT policies requires particular attention to the “sound practices” and guiding principles listed below.

Engaged and Participatory Leadership

An ICT governance model that provides a clear framework for ongoing dialogue, collaboration, and agile and coordinated decision-making within ASEAN Member States. Key considerations include:

- Enacting ICT governance processes that are participatory and accommodate input from other AADMER strategic components and building blocks;
- Establishing engaging processes that would promote integrated ICT solution (vs. silo) development for various AADMER components and/or within ASEAN Member States;
- Promoting realistic strategic planning based on available funds and consistent with available human resources and expertise. Plan for incremental improvements;
- Positioning AHA Centre as a leader in the innovative use of technology for providing disaster information for overall operational effectiveness; and
- Encouraging exemplary practices that can be replicated and deployed consistently through policies, standards, guidelines and plans.

Empowered Community

A community both traditional and virtual that will allow all Member States to benefit from and contribute to the continuing evolution of disaster risk reduction services. Key considerations include:

- Provisioning adequate resources for training, support, tools and information needed to foster innovative and effective uses of information, communications and technology;
- Expanding self-service and support offerings to accommodate personnel, communities, commerce and trade; and
- Promoting awareness and access to information and services.

Collaborative Environment

An ASEAN-wide infrastructure that is user-centric and cooperative, featuring open working communities, shared knowledge and information, coordinated communication and decision-making channels, and interoperable and consultative processes. Key considerations include:

- Placing focus on ASEAN's fundamental mission while working within limited and disparate resources and systems;
- Providing for and maintaining communication channels and ample opportunities for distributed and communitywide discussion, debate and advisement; and
- Developing broadly based partnerships throughout the community and beyond.

Interoperability through Standardised, Open and Common Protocols

An interoperable ICT framework used and operated reciprocally by all ASEAN Member States. This principle is advanced by adhering to the standard and open ICT systems and data protocols that are developed, approved, shared and maintained by a collaborative and consensus driven process. Key considerations include:

- Adopting open standards and common data exchange protocols;
- Balancing timely decision-making, quality assurance, and the complexity of the information technology environments;
- Designing scalable architecture and normalising data to avoid duplication and ensure data integrity.

Seamless and Secure Access

An adaptable information technology infrastructure that provides ASEAN with secure, simple, personalised, and timely access to information, services and support anytime, anywhere. Key considerations include:

- Planning for a highly-available and adaptable ASEAN-wide infrastructure that allows seamless, secure, responsive, ubiquitous, and inclusive access to local and global services; and
- Protection of ASEAN's intellectual assets and rights, as well as the privacy of internal and external users;

Enabling Infrastructure

An ASEAN-wide ICT infrastructure comprised of people, processes, policies and technologies, which is dependable, flexible and scalable. Key considerations include:

- Integrating information technologies into business operations, security, data, analysis, training and knowledge management practices;

- Fostering economies of scope and scale while advancing technology that is aligned with ASEAN, AADMER and the Member States' priorities; and
- Continual exploration and assessment of new and emerging technologies.

6.3 ICT Prioritisation and Strategic Implementation

Based on the ICT Gaps Analysis conducted by the Pacific Disaster Center in collaboration with ASEAN Secretariat and the ACDM Sub-Committee on ASEAN DiscNet (the former ACDM Working Group on Risk Assessment, Early Warning and Monitoring), the following are recommendations for prioritisation and strategic implementation of activities that could be considered:

1. Develop governance policies consistent with the ICT administrative regulations/directives/sound practices;
2. Establish processes for accommodating input and requirements from AADMER Work Programme, AHA Centre, and the Member States;
3. Prioritise current specifications based on commonality within IT work plans;
4. Secure DISCNet and AHA Centre operational funding;
5. Establish minimum ICT capabilities and capacities for Internet, Email, fax, and GIS for all ASEAN Member States and across AADMER components;
6. Establish performance measuring benchmarks based on AADMER requirements;
7. Design ICT architecture and agree on standards and implementation mechanisms that would allow incremental "value-added" development and scaling;
8. Leverage and build-upon existing ICT assets and human resources;
9. Identify strategies for human resources training and development for all Member States;
10. Develop and implement security infrastructure and promote remote access policies;
11. Enhance real-time notification processes and foster Common Operating Procedure;
12. Identify processes (and information processing) areas ready for automation;
13. Enhance/Enact network monitoring, notification and escalation tools;
14. Augment personnel resources to expand critical ICT operations to 24 x 7; and
15. Ensure operational continuity of ICT resources, including disaster recovery strategies.

IV. IMPLEMENTATION, MONITORING AND EVALUATION OF AADMER WORK PROGRAMME

1. Implementation Arrangements

Even the most well-thought out work plan is just a document if it is not coupled with sound implementation arrangements. A sound implementation structure and mechanisms are key elements to ensuring the well-coordinated execution of activities and successful delivery of outputs and outcomes of the AADMER Work Programme. In line with Articles 20-23 of AADMER, the following shall be the implementation structure for the AADMER Work Programme (see Chart 1):

Chart 1. Implementation Arrangements for the AADMER Work Programme.



1.1 Conference of the Parties

Article 21.3 of AADMER states: “The Conference of the Parties shall keep under continuous review and evaluation the implementation of this Agreement”. The Conference of the Parties (COP) shall:

1. Take such action as is necessary to ensure the effective implementation of this Agreement;
2. Consider report and other information which may be submitted by a Party directly or through the Secretariat;
3. Consider and adopt protocols in accordance with Article 25 of this Agreement;
4. Consider and adopt any amendment to this Agreement;
5. Adopt, review and amend as required any Annexes to this Agreement;
6. Establish subsidiary bodies as may be required for the implementation of this Agreement; and
7. Consider and undertake any additional action that may be required for the achievement of the objective of this Agreement.

The ordinary meetings of the COP shall be convened at least once every year and extraordinary meetings upon the request of one Party provided that such request is supported by at least one Party. The extraordinary or special meetings of the COP may be called in the event of crisis or emergency situations affecting ASEAN to develop arrangements to address such situations in a timely manner.

As practiced by other ASEAN bodies, **it is strongly recommended that the COP will be ministerial-level and attended by ASEAN Ministers in charge of disaster management. It is also preferable that the Minister attending the COP will have a direct link to the AADMER National Focal Point.**

In line with the above, the COP shall delegate and task the ACDM to take charge in the implementation of AADMER Work Programme.

1.2 ASEAN Committee on Disaster Management (ACDM)

The ASEAN Committee on Disaster Management (ACDM) shall perform the following functions, among others listed in the ACDM Terms of Reference (see Annex 1):

1. Provide leadership and guidance towards fulfilling the goals and objectives of AADMER in pursuant of the vision of disaster-resilient nations and safer communities within ASEAN by 2015;
2. Initiate, direct and oversee the development, monitoring and implementation of the AADMER Work Programme and other related decisions and initiatives implemented by the respective Working Groups;
3. Strengthen coordination with relevant ASEAN bodies to complement the implementation of disaster management activities and promote effective integration of relevant and related programmes and activities;
4. Collaborate with ASEAN's Dialogue Partners, international and multilateral agencies, NGOs and the private sector to advance the objectives of AADMER;
5. Enhance sharing of resources and information on disaster management and promote collaborative disaster research activities;
6. Plan and coordinate all activities required for convening of meetings, in coordination with the host Member State and ASEAN Secretariat; and
7. Present reports and provide recommendations related to AADMER to the COP for their consideration.

The ACDM is headed by a Chair, who is supported by a Vice-Chair. In relation to the implementation of the AADMER Work Programme, the ACDM Chair is primarily tasked to initiate and direct the execution of the Work Programme activities through the Working Groups. The Chair should provide overall supervision of the Working Groups to achieve efficiency in the use of resources, create greater synergies for a more holistic implementation of the AADMER Work Programme, and successfully attain the expected outcomes (Refer to Annex 2 for the Terms of Reference of the ACDM Chair.)

In the event that the Chair of ACDM is not able to direct and manage the tasks and responsibilities of ACDM or is unable to chair the meeting(s), the Chair shall direct the Vice-Chair to assume such duties. The Chair and Vice-Chair are appointed on the basis of rotational and alphabetical order of Member States.

The ACDM shall meet at least once a year. Participation of ASEAN Member States, ASEAN Secretariat and AHA Centre at the ACDM meetings is on a self-financing basis, particularly for the full-fledged meetings, which are normally held in the first quarter of the year. However, some meetings may be held back to back with relevant project meetings and exercises to synergise on funding support and travel. The Chair may invite

relevant Dialogue Partners and key partner organisations to the open sessions of the ACDM meetings to promote collaboration and partnerships.

1.3 ACDM Working Groups

Under the ACDM, subsidiary thematic Working Groups have been organised to lead the implementation of the AAMDER Work Programme activities. In view of this, the Working Groups shall initiate the setting of indicators for monitoring and evaluating the progress of the implementation process, make recommendations on specific technical areas of the AADMER Work Programme based on the monitoring and evaluation reports, periodically report to the ACDM, and provide technical guidance to AHA Centre. Currently, there are four working groups set up to support the implementation of the AADMER Work Programme, to wit:

1. Working Group on Risk Assessment, Early Warning and Monitoring (comprising Cambodia, Indonesia, Philippines, Viet Nam)
2. Working Group on Prevention & Mitigation (comprising Brunei Darussalam, Cambodia, Lao PDR, Malaysia, Thailand, Viet Nam)
3. Working Group on Preparedness and Response (comprising Brunei Darussalam, Lao PDR, Malaysia, Philippines, Singapore, Thailand)
4. Working Group on Recovery (comprising Brunei Darussalam, Indonesia, Myanmar, Philippines)

For the purpose of implementing the AADMER Work Programme, a Member State is identified as Lead Shepherd to coordinate the tasks and responsibilities of the members of the concerned Working Group for a particular activity. In some cases, there are two Lead Shepherds, and in some cases, the Chair of ACDM or ASEAN Secretariat will take the lead. The Working Groups shall consist of no fewer than three, but no more than six Member States. All Member States are welcome to attend Working Group meetings, but the official membership shall be from three to six Member States only to ensure maximum efficiency. See Table below for the summary of Working Group Chairs and Lead Shepherds:

Strategic Component/Building Block	WG Chair/ Lead Shepherd	WG Members
Working Group on Risk Assessment, Early Warning and Monitoring (<i>expanded from the Sub-Committee on DISCNet</i>) i) Risk Assessment ii) Early Warning iii) Monitoring	Cambodia and Philippines Indonesia Viet Nam Philippines	Cambodia, Indonesia, Philippines and Viet Nam (four countries)
Working Group on Prevention and Mitigation (<i>expanded from the Sub-Committee on Public Education and Awareness or PEA</i>)	Lao PDR and Thailand	Brunei Darussalam, Cambodia, Lao PDR, Malaysia,

Strategic Component/Building Block	WG Chair/ Lead Shepherd	WG Members
i) Implementing National Action Plans on Disaster Risk Reduction and Strengthening Legal and Institutional Frameworks ii) Mainstreaming Disaster Risk Reduction in National Development Planning iii) Mainstreaming DRR in the Education and Health Sectors <ul style="list-style-type: none"> ◦ Integrating DRR in the Curriculum ◦ Disaster Safety of Education Facilities ◦ Disaster Safety of Health Facilities iv) Public Education, Awareness and Advocacy v) Urban DRR vi) Community-Based DRR vii) Building Partnerships between DRR and Climate Change Adaptation Institutions and Programmes viii) Disaster Risk Financing including Microfinance	Thailand Philippines Cambodia, Lao PDR Viet Nam tbd Lao PDR and Thailand Malaysia Cambodia and Lao PDR Viet Nam Indonesia	Thailand and Viet Nam (six countries)
Working Group on Preparedness and Response (<i>expanded from the SASOP Sub-Committee</i>)	Malaysia and Singapore	Brunei Darussalam, Lao PDR, Malaysia, Philippines, Singapore, Thailand (six countries)
Working Group on Recovery (<i>new Working Group</i>)	Indonesia and Myanmar	Brunei Darussalam, Indonesia, Myanmar, Philippines (four countries)
Partnership	Chair of ACDM	
Resource Mobilisation	Chair of ACDM	
Outreach and Mainstreaming	Thailand	
Training	Singapore	
Knowledge Management System	Singapore	
Information Management and Communication Technologies (ICT)	Singapore	
Monitoring and Evaluation	ASEAN Secretariat	

(Note: Those with “to be determined (tbd)” will be finalised by respective Working Groups.)

The Working Groups will also meet on “as-the-need-arises” basis (See Annex 3 for the Terms of Reference of Working Groups). Participation of ASEAN Member States, ASEAN Secretariat and AHA Centre at the ACDM Working Groups meetings is on a self-financing basis. However, some meetings may be held back to back with relevant project meetings to synergise on funding support and travel. The Chair of the Working Group may invite relevant Dialogue Partners and key partner organisations to the open sessions of the Working Group meetings to promote collaboration and partnerships.

1.4 ASEAN Coordinating Centre for Humanitarian Assistance on disaster management (AHA Centre)

The AADMER has an Annex that details the TOR of AHA Centre, to wit: “The AHA Centre shall be established for the purpose of facilitating cooperation and coordination among the Parties, and with relevant United Nations and international organisations, in promoting regional collaboration.” To this end, it shall perform the following functions:

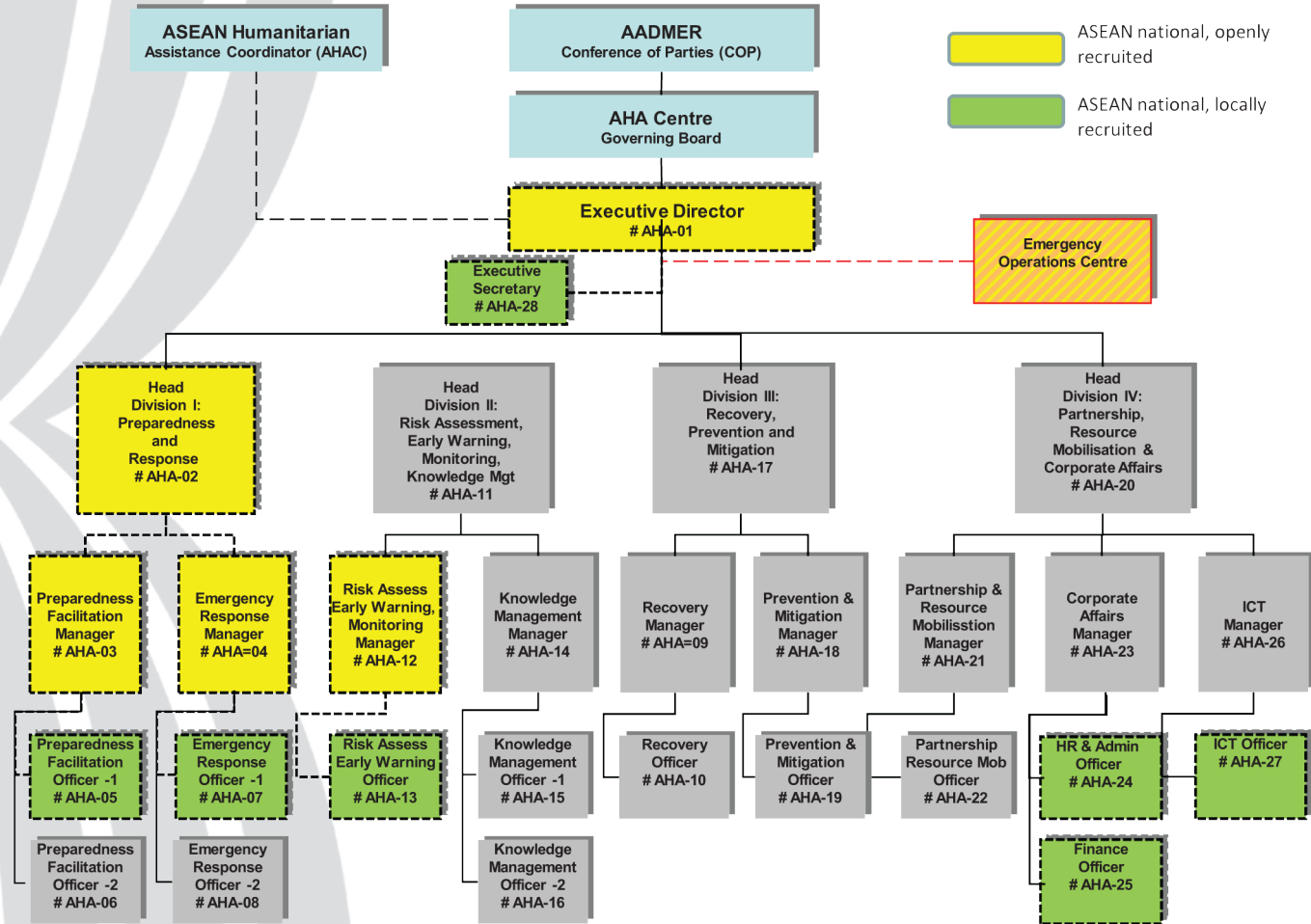
1. Receive and consolidate data as analysed by and recommendations on risk level from the National Focal Points (Article 5.4);
2. On the basis of such information, disseminate to each Party, through its National Focal Point, the analysed data and risk level arising from the identified hazards (Article 5.4);
3. Where appropriate, conduct analysis on possible regional-level implications (Article 5.4);
4. Receive information regarding available resources for the regional standby arrangements for disaster relief and emergency response (Article 8.4);
5. Facilitate the establishment, maintenance and periodical review of regional standby arrangements for disaster relief and emergency response (Article 8.5);
6. Facilitate periodic review of regional standard operating procedures (Article 8.6);
7. Receive data on earmarked assets and capacities, which may be available for the regional standby arrangements for disaster relief and emergency response, as communicated by each Party, and their updates (Article 9.1);
8. Consolidate, update and disseminate the data on such earmarked assets and capacities, and communicate with the Parties for their utilisation (Article 9.2);
9. Receive information on measures taken by the Parties to mobilise equipment, facilities, materials, human and financial resources required to respond to disasters (Article 10.2);
10. Facilitate joint emergency response (Article 11);
11. Where appropriate, facilitate the processing of exemptions and facilities in respect of the provision of assistance (Article 14.c);
12. Where possible and appropriate, facilitate the processing of transit of personnel, equipment, facilities and materials in respect of the provisions of assistance (Article 16.2);

13. Facilitate activities for technical co-operation (Article 18.2);
14. Facilitate activities for scientific and technical research (Article 19.2);
15. Receive from each Party information on designated National Focal Point and Competent Authorities and any subsequent changes in their designations (Article 22.2); and
16. Regularly and expeditiously provide to the Parties and, as necessary, to relevant international organisations, information referred to in paragraph (xv) above (Article 22.3).

The organisational structure of the AHA Centre (as of May 2010) is shown in Chart 2. The Governing Board will provide oversight and guidance to the Executive Director in the performance of his/her duties. The Board will be composed of the National Focal Points of the Parties to the AADMER and a representative of the ASEAN Secretariat as an ex-officio member. The Board will meet at least once a year.

As a matter of strategy, the start-up structure for the AHA Centre should be as lean as possible. In this regard, out of the four Divisions, the AHA Centre will start with the Division for Preparedness and Emergency Response. The boxes with dotted lines are the agreed positions for the start-up structure for the AHA Centre. The “Emergency Operations Centre” or EOC, is an operational function that will be manned by the 13 staff members. The Executive Director can also engage technical experts to carry out specific tasks for the AHA Centre.

Chart 2. Organisational Structure of the AHA Centre (May 2010)



1.5 ASEAN Humanitarian Assistance Coordinator

A full-blown disaster or emergency affecting one or more Member States in the ASEAN region may require large-scale humanitarian assistance that could involve numerous humanitarian actors and emergency response organisations and that could be beyond a single national authority. During a major disaster or emergency in the ASEAN region, there may also be a need for an intensive coordination and facilitation process to ensure a quick and well-coordinated humanitarian assistance to affected Member State/s.

Hence, in the 14th ASEAN Summit on 28 February -1 March 2009 in Cha-am Hua Hin, Thailand, the Heads of State/Government of ASEAN Member States *“agreed to entrust the ASEAN Secretary-General to serve as ASEAN’s humanitarian assistance coordinator which can be activated any time at the request of the affected ASEAN Member State in the event of a major disaster, whether it be a natural disaster or a pandemic.”*

The ASEAN Secretary-General, in his capacity as ASEAN Humanitarian Assistance Coordinator, aims to subscribe to the following general tenets during a major crisis:

1. Promote a well-coordinated and effective ASEAN’s response to disasters and mobilise regional resources and mechanisms;
2. Promote humanitarian principles into ASEAN’s priorities (ensuring that assistance is suitable to the local context, meets the needs of the affected population, and enhances the well-being and livelihood of the affected population, in particular the most vulnerable groups);
3. Influence the mindset of ASEAN peoples in order to invest more on disaster risk reduction (DRR); and
4. Maintain a sense of crisis and the spirit of building back better.

The role of ASEAN Humanitarian Assistance Coordinator will be situational, based on the disaster situations and the need or request of the affected Member State. While AHAC’s role will be ad hoc for the response and early recovery stage (Tasks no. 1 and 5), promoting DRR and the humanitarian principles and standards (Tasks no. 3 and 4) should be done on a continuous basis.

The 16th Meeting of ACDM (18-19 May 2011, Makati City, Philippines) agreed in principle to recommend that following a major disaster within the region, the Secretary-General of ASEAN should establish communication with the ASEAN Chair and seek his/her advice on the need to mobilise the ASEAN Humanitarian Assistance Coordinator to respond to the disaster.

1.6 The ASEAN Secretariat

Article 23 of the Agreement states that “the ASEAN Secretariat shall serve as the Secretariat to this Agreement”. The article also states the functions of the ASEAN Secretariat pertaining to the implementation of AADMER as the following:

1. Arrange for and service meetings of the Conference of the Parties and of other bodies established by this Agreement;
2. Transmit to the Parties notifications, reports and other information received in accordance with this Agreement;
3. Consider inquiries by and information from the Parties, and consult with them on questions relating to the Agreement;
4. Ensure the necessary coordination with other relevant international bodies and, in particular, to enter into administrative arrangements as may be required for the effective discharge of the Secretariat functions; and
5. In line with Article 24 of the Agreement, the ASEAN Secretariat will also administer the ASEAN Disaster Management and Emergency Relief Fund to be established under the Agreement.
6. Perform such other functions as may be assigned to it by the Parties.

Other equally important agreements and documents of ASEAN mandate the ASEAN Secretariat to perform related duties and responsibilities, to wit:

In line with Article 11. 2. b of the ASEAN Charter i.e. on the role of the Secretary-General of ASEAN and the ASEAN Secretariat, the ASEAN Secretariat will also be responsible in facilitating and monitoring progress in the implementation of AADMER and relevant decisions.

While the AHA Centre performs the operational coordination and technical functions under the AADMER and operates on a 24/7 basis, the ASEAN Secretariat will provide policy coordination support, conduct monitoring and evaluation of the AADMER, and serve as the custodian of ADMER Fund as well as Secretariat to both COP and ACDM. ASEAN Secretariat will also sit in the Governing Board of AHA Centre, and provide direct support to the Secretary-General of ASEAN in performing his/her duties as the ASEAN Humanitarian Assistance Coordinator.

2. Monitoring and Evaluation

2.1 Monitoring the Implementation of the AADMER Work Programme

The ASEAN Secretariat, as Secretariat to the COP, shall be assigned with identifying benchmarks and designing a system and methodology for the regular monitoring and evaluation of the AADMER Work Programme. The Secretariat shall propose a set of indicators to the Working Groups and a proposed schedule to the ACDM for endorsement within six (6) months of adoption of the Work Programme. This monitoring and

evaluation framework shall take into account the pre-existing reporting requirements of Member States under the HFA and shall seek to limit duplication, specifically for Work Programme elements that relate to disaster risk reduction.

It is proposed that the Monitoring and Evaluation framework for charting the progress of AADMER Work Programme implementation from 2010 to 2015 follow the monitoring framework of the ASEAN Socio-Cultural Community Blueprint (See Annex 4 for the monitoring template.) The ASEAN Secretariat will likewise propose a monitoring system and methodology (i.e. who and how to collect data, means of verification, and scoring system) for consideration of the Working Groups concerned and for endorsement by the ACDM. The ASEAN Secretariat is thus responsible for monitoring and evaluation at the programme level, while the Working Groups are concerned with the monitoring and evaluation of their respective strategic components and related building blocks and drivers.

Once adopted and endorsed by the ACDM, the monitoring and evaluation system shall become an appendix to the AADMER Work Programme and shall be reviewed regularly and included in the semi-annual report to the COP.

Aside from the internal self-assessment of concerned parties (i.e. ACDM, the Working Groups, etc), the ASEAN Secretariat may engage an external party to assist in the evaluation of the implementation of the Work Programme to ensure a transparent and participatory process.

2.2 Reporting

ASEAN Secretariat, as Secretariat to the COP, shall prepare a semi-annual report on the progress of implementation of the AADMER, including progress benchmarking against its monitoring and evaluation framework outlined above. The ACDM will then review the report and present it to the Conference of the Parties.

As signatories to the HFA, reporting on the progress of HFA implementation by Member States is mandatory. This will overlap with the reporting on the AADMER Work Programme implementation at the programme level, particularly on the disaster risk reduction related activities in the Work Programme. The reporting system will thus be closely aligned to the HFA reporting, particularly for the elements in the Work Programme that pertain to disaster risk reduction, to avoid duplication of efforts of Member States.

ANNEXES

ANNEX 1

TYPE OF DISASTER BY FREQUENCY AND TYPE OF IMPACT LISTED BY EMDAT-CRED, 2001-2009

(www.emdat.be)

Type of Disaster		Frequency	Deaths	Injured	Homeless	Estimated Damage ('000, in USD)
Drought	ASEAN	12 (7%)	0 (0%)	0 (0%)	0 (0%)	703,873 (3%)
	Rest of the World	157	1,520	0	0	23,236,135
	Total	169	1,520	0	0	23,940,008
Extreme Temperature	ASEAN	0	0	0	0	0
	Rest of the World	207	88,817	1,850,090	0	36,430,269
	Total	207	88,817	1,850,090	0	36,430,269
Flood	ASEAN	213 (13%)	6,935 (13%)	2,901 (1%)	166,707 (1%)	5,440,735 (3%)
	Rest of the World	1441	45,522	223,313	12,184,352	154,004,897
	Total	1654	52,457	226,214	12,351,059	159,445,632
Landslide	ASEAN	42 (24%)	2,924 (41%)	638 (47%)	67,855 (21%)	124,207 (14%)
	Rest of the World	133	4,164	720	253,958	751,500
	Total	175	7,088	1,358	321,813	875,707

Type of Disaster		Frequency	Deaths	Injured	Homeless	Estimated Damage ('000, in USD)
Wildfire	ASEAN	7 (5%)	0 (0%)	0 (0%)	0 (0%)	14,000 (0%)
	Rest of the World	132	631	1,957	23,213	22,223,467
	Total	139	631	1,957	23,213	22,237,467
Wind Storm	ASEAN	132 (13%)	147,023 (85%)	29,839 (59%)	798,127(20%)	8,348,542 (2%)
	Rest of the World	886	25,206	21,027	3,212,651	437,673,850
	Total	1018	172,229	50,866	4,010,778	446,022,392
Earthquake	ASEAN	42 (15%)	183,352 (40%)	160,133 (17%)	1,335,229 (12%)	10,682,314 (6%)
	Rest of the World	241	270,109	792,700	9,924,403	161,583,175
	Total	283	453,461	952,833	11,259,632	172,265,489
Volcanic Eruptions	ASEAN	15 (26%)	2 (1%)	105 (20%)	0 (0%)	4,794 (3%)
	Rest of the World	43	228	428	110,000	173,075
	Total	58	230	533	110,000	177,869
Epidemic	ASEAN	36 (6%)	1,826 (3%)	0 (0%)	0 (0%)	0 (0%)
	Rest of the World	533	54,900	414	0	0
	Total	569	56,726	414	0	0

Type of Disaster		Frequency	Deaths	Injured	Homeless	Estimated Damage ('000, in USD)
Insect Infestations	ASEAN	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)
	Rest of the World	17	0	0	0	120,000
	Total	17	0	0	0	120,000
TOTAL	ASEAN	499 (12%)	342,062 (41%)	193,616 (6%)	2,367,918 (8%)	25,318,465 (8%)
	Rest of the World	3,790	491,097	2,890,649	25,708,577	836,196,368
	Total	4,289	833,159	3,084,265	28,076,495	861,514,833

ANNEX 2

LIST OF BASIC AND SPECIALISED TRAINING COURSES

(Based on questionnaires, training needs analysis and discussions conducted in 2009)

Basic Training Courses:

1. Basic Course on Disaster Risk Reduction. Includes climate change, environmental issues, partnership and resource mobilisation, and gender mainstreaming.
2. Basic AADMER Course. What is AADMER? History and Evolution. Components. Relevance. Coordination mechanisms.
3. Basic SASOP Course. What is SASOP? History and Evolution. Components. Relevance and Member State responsibilities. Coordination mechanisms.
4. Governance. Includes, *inter alia*, legal and policy analysis, accountability and transparency, and DRM planning at the national and local levels.
5. Training of Trainers.
6. Knowledge Management Training. Includes e-Learning.
7. Community-Based Disaster Risk Management. Includes recognition and study of indigenous knowledge and practices.
8. Armed Conflicts and Peace-building. (For discussion.)

Specialised Training Courses:**1. Risk Assessment, Monitoring and Early Warning**

- a. Hazard Mapping
- b. Community-Based Disaster Monitoring
- c. Orientation and Training on the Online Southeast Asia Disaster Map (OSA-Map) and the Online Southeast Asia Disaster Inventory (OSADI). Includes familiarisation with the ASEAN Disaster Information Sharing and Communication Network (ASEAN DISCNet) project.

2. Prevention and Mitigation

- a. Mainstreaming DRR and DRM. Includes advocacy, raising public awareness, ways to include DRR and DRM into the formal educational curriculum
- b. Community-based DRR
- c. Pandemics
- d. Hospital Safety
- e. Urban Disaster Risk Reduction
- f. Disaster Risk Financing. Includes microfinance.

3. Preparedness and Response

- a. Incident Command System (ICS) (see attached for proposed course list and delivery method)
- b. SASOP and ERAT
- c. ARDEX. Includes exercise management programmes (“how to conduct exercises”).
- d. Disaster-Specific Trainings: Collapsed Structure, Firefighting, Flood, Landslide, Volcanic Eruptions, Hazardous Chemicals. (Some may be incorporated into the ARDEX.)
- e. Civil-Military Operations
- f. Camp Management
- g. Waste Management
- h. Search and Rescue. Includes “Hyper-Rescue” Skills (e.g. from high-rise buildings, etc.)

4. Recovery, Rehabilitation, and Reconstruction

- a. DANA/DALA. Note: DANA probably fits better under 3c.
- b. Early Recovery. "Building Back Better." Includes discussions on Resettlement and/or On-Site Reconstruction
- c. Workshop on Good Practices
- d. Post-Disaster Lessons
- e. Livelihood and Microfinance

ANNEX 3

TERMS OF REFERENCE

ASEAN COMMITTEE ON DISASTER MANAGEMENT (ACDM)

(In line with the version adopted by the 2nd Meeting of ACDM, 28-29 October 2004, Kuala Lumpur, Malaysia, with some modifications to accommodate new developments and current practices)

VISION

A region of disaster-resilient nations, mutually assisting and complementing one another, sharing a common bond in minimising adverse effects of disasters in pursuit of safer communities and sustainable development.

MISSION

To enhance cooperation in all aspects of disaster management prevention, mitigation, preparedness, response and recovery through mutual assistance activities in order to minimise the adverse consequences of disasters on the economic and social development of Member States.

OBJECTIVES

To formulate and implement programmes, projects and activities to enhance regional cooperation in all aspects of disaster management, including prevention, mitigation, preparedness, response and recovery through mutual assistance activities in order to minimise the adverse consequences of disasters on the economic and social development of member countries.

SCOPE

The ACDM's activities will focus on the following categories of disasters:

Natural Disasters: "Sudden natural" disasters; earthquake, aftershock, flood, flash flood, dam collapse, heat wave, typhoons, storm, hail, storm surges, thunderstorm, tropical storm, insect/animal infestation, landslide, tidal wave (tsunami), volcanic eruption and glowing avalanches, among others.

Man-made disasters: “Sudden man-made” disasters; structural collapse, building collapse, mine collapse or cave-in, air disasters, sea disasters, industrial technology accident, explosions, chemical explosions, nuclear explosions, mine explosions, pollution, acid rain, chemical pollution, atmosphere pollution, oil pollution, fires, forest/grassland fires, among others.

FUNCTIONS AND ACTIVITIES

- To serve as a forum for exchange of views on strategic and emerging issues involving disaster management and relief activities in the ASEAN region;
- To enhance the sharing of resources and information on disaster management;
- To utilise cost-sharing arrangements in funding collaborative activities in disaster management as a strategy for enhancing self reliance in the implementation of regional activities;
- To strengthen coordination with other relevant ASEAN bodies to complement the implementation of disaster management activities;
- To collaborate with ASEAN’s Dialogue Partners; international and multilateral agencies; NGOs and the private sector in advancing the objectives of ASEAN cooperation in disaster management;
- To promote human resource development in disaster management in accordance with the needs of Member States;
- To promote effective integration of programmes and activities with other relevant ASEAN bodies;
- To promote public education and awareness programmes;
- To promote collaborative disaster research activities; and
- To formulate and implement the AADMER Work Programme that outlines regional strategies, priority areas, and activities on disaster management.

PROCEDURES/MECHANISMS

- The ASEAN Committee on Disaster Management (ACDM) is a two-day meeting which will meet at least once a year;
- Chairmanship of the ACDM is for one year and will be rotated alphabetically; and
- The ACDM will provide its reports to the Conference of the Parties (COP) for notation and approval.

ANNEX 4**TERMS OF REFERENCE****CHAIR, ASEAN COMMITTEE ON DISASTER MANAGEMENT (ACDM)**

1. Provide leadership and guidance to the ASEAN Committee on Disaster Management (ACDM) towards fulfilling the vision of disaster-resilient nations and safer communities in ASEAN;
2. Oversee the development, implementation, and monitoring of AADMER Work Programme as well as the activities implemented by the Working Groups under the AADMER Work Programme;
3. Present reports and provide recommendations on the implementation of AADMER Work Programme to the Conference of the Parties (COP) for consideration;
4. Plan and coordinate all activities required for convening of meetings, in coordination with the host country and ASEAN Secretariat. These include the following:
 - a. Preparation of tentative agenda and its annotation, concept papers, policy issues as well as other relevant documents that would be used for discussion during the meeting;
 - b. Issuance of meeting announcement and invitation letters; and
 - c. Preparations of draft report of the meeting for adoption and its subsequent reproduction.
5. Chair and/or Co-Chair represent ACDM in meetings and other forums. To be able to do this, he or she should have the following:
 - a. Understanding and full appreciation of the issues under the purview of ACDM and related ASEAN policies;
 - b. Understanding of ASEAN processes and procedures particularly as they relate to conduct of meetings, including with Dialogue and other partners;
 - c. Making sure that the ACDM's activities are in line with the attainment of agreed ASEAN goals and objectives, as prescribed in the ASEAN Charter, the Cha-am Hua Hin Declaration on the Roadmap for the ASEAN Community (2009-2015), ASEAN Summit decisions and declarations, as well as decisions of relevant ministerial bodies;
 - d. Ensuring that decisions made by the ACDM are followed through and implemented by the respective Member States and/or subsidiary bodies, such as Working Groups.
 - e. Maintaining an archive of Meeting's minutes, notes and relevant documents in close cooperation with ASEAN Secretariat; and

- f. On cross-sectoral issues, communicating and exchanging information, and coordinating the work of ACDM with other relevant ASEAN sectoral bodies in consultation with and with support of the ASEAN Secretariat.
6. Establish regular communications and links with the Chairs of all Working Groups as well as the ASEAN Secretariat and AHA Centre.
7. Prepare Handover Notes at the end of Chair's term to ensure continuity and proper succession.

ANNEX 5

TERMS OF REFERENCE ACDM WORKING GROUPS

PROGRAMME/ACTIONS

1. Key responsibilities of the ACDM Working Groups pertaining to the implementation of the AADMER Work Programme (2010-2015) include initiating, leading, and implementing the activities that fall under their respective strategic components as well as the related building blocks or drivers that support such activities;
2. The ACDM Working Groups shall likewise provide strategic directions in the implementation of AADMER Work Programme activities and be aware of related initiatives in their respective territories, within the region as well as globally in order to start possible opportunities for collaboration; and
3. The ACDM Working Groups shall also conduct regular monitoring, review and evaluation of the implementation of their respective strategic components and related building blocks and drivers. At the outset of the implementation, they will agree on a set of indicators, design a methodology and system (i.e. who will do what, what are the sources of verification) for monitoring and evaluation with the assistance of ASEAN Secretariat as well as other technical experts.

MEMBERSHIP

1. The ACDM Working Group shall be composed of national focal points from relevant ministries/agencies of ASEAN Member States and the ASEAN Secretariat;
2. Relevant Dialogue Partners, regional and international agencies, community-based organisations, NGOs, private sectors and individuals may be invited to attend open sessions of the ACDM Working Group meetings to promote collaboration and partnerships.

CHAIRMANSHIP

1. The Chairmanship of the ACDM Working Group shall be determined by the expression of interest by ASEAN Member States and the tenure of chairmanship shall be for three years. The following are the roles and responsibilities of the Chair of ACDM Working Group:
 - To provide leadership and guidance to the Working Group towards fulfilling the AADMER (objective, mission, strategies), in pursuant to achieve the larger goals, aims, objectives and mission of ACDM and ASEAN;
 - To initiate, direct and oversee the development, monitoring and implementation of the Working Group programmes and activities in support of the AADMER Work Programme;
 - In coordination with the host country and ASEAN Secretariat, to plan, execute and coordinate all activities required for convening meetings under the purview of the Working Group. These include the following:

- Preparations of tentative agenda and its annotation, concept papers, information papers, project reports, project briefs/concept paper/proposals and other documents for discussion in the meeting;
 - Issuance of meeting announcement and invitation letters;
 - Preparations of draft report of the meeting for adoption and its subsequent reproduction; and
 - Preparations of report and documents for presentations at ACDM meetings.
- To preside over regular meetings, project meetings, discussion forums under the purview of the Working Group so as to achieve consensus over the issues discussed and decisions made;
 - To present the outcomes of the Working Group Meetings and relevant issues (recommendations, policies, comments, new initiatives) to ACDM for consideration;
 - Upon invitation by ACDM, to represent the Working Group in the relevant meetings, consultations and other forums;
 - To facilitate and coordinate the execution and follow-up of the decisions of the Working Group;
 - To maintain an archive of Working Group Meeting's minutes, notes and relevant documents in close cooperation with ASEAN Secretariat;
 - To establish regular communications and links among the members of the Working Group, the Chairs of other Working Groups, ACDM Chair, ACDM members, ASEAN Secretariat, AHA Centre, as well as proponents of projects, project consultants/experts engaged under the Working Groups and designated focal points in Member States;
 - To prepare Handover Notes at the end of Chair's term to ensure continuity and proper succession;

The Working Group Vice-Chair shall be ready to assume the tasks of the Working Group (WG) Chair, in the event, that the WG Chair is unable to perform the mandated tasks due to reasons beyond his/her control or when assigned specific duties by the WG Chair.

FREQUENCY OF MEETINGS

ACDM Working Groups shall meet at least once a year, or more frequently as the need arises.

FINANCIAL ARRANGEMENTS

Participation of ASEAN Member States, ASEAN Secretariat and AHA Centre at the ACDM Working Groups meetings is on a self-financing basis. However the meetings may be held back to back with relevant project meetings to synergise on funding support and travel.

REPORTING

The ACDM Working Groups shall report to the ACDM at least once a year, or more frequently as the need arises.

ANNEX 6

TEMPLATE FOR MONITORING AND EVALUATION OF AADMER WORK PROGRAMME IMPLEMENTATION

Goal: to contribute to realising an ASEAN Community that is people-centred and socially responsible with a view to achieving enduring solidarity and unity among the nations and peoples of ASEAN by forging a common identity and building a caring and sharing society which is inclusive and harmonious where the well-being, livelihood, and welfare of the peoples are enhanced.

Strategic Objective	Activity	Expected Output	Activity	Input	Responsible Body/ies	Indicator	Means of Verification	Timeline						Obstacles and Assumptions (O&A)	Score	
								2009	2010	2011	2012	2013	2014			2015
A. Human Development A1. Advancing and prioritising education Strategic Objective: To ensure the integration of education priorities into ASEAN's development agenda and creating a knowledge based society; achieving universal access to primary education; promoting early child care and development; and enhancing awareness of ASEAN to youths through education and activities to build an ASEAN identity based on friendship and cooperation.	i. Achieve universal access to primary education across ASEAN by 2015 with priorities to eradicate illiteracy and to ensure compulsory primary education for all and gender equality in education, through advocating for equal opportunity in education regardless of social class, geography ethnicity, background or physical disabilities, with 70 percent target benchmark achieved by the end of 2011;	Output 1	Activity 1	Input 1		Indicator 1	MOV 1								O&A 1	Score 1
			Activity 2	Input 2		Indicator 2	MOV 2								O&A 2	Score 2
			Activity 3	Input 3		Indicator 3	MOV 3									O&A 3

ii. Improve the quality and adaptability of education, including technical/vocational/ skills training education in the ASEAN region by developing a technical assistance programme including training for teaching staff and staff exchange programme at higher education level for this purpose by 2009, in particular CLMV;	Output 2	Activity 1	Input 1		Indicator 1	MOV 1								O&A 1	Score 1
		Activity 2	Input 2		Indicator 2	MOV 2								O&A 2	Score 2
		Activity 3	Input 3		Indicator 3	MOV 3								O&A 3	Score 3
		Activity 4	Input 4		Indicator 4	MOV 4								O&A 4	Score 4

ANNEX 7

LIST OF FLAGSHIP PROJECTS FOR AADMER WORK PROGRAMME PHASE 1 (2010-2012)

(Announced at the Partnership Conference on the ASEAN Agreement on Disaster Management and Emergency Response (AADMER), 20 May 2010, Makati City, Philippines)

I. Preparedness and Response

- a. Establishment of a Disaster & Emergency Response Logistics System for the ASEAN Region**
 - Building of stockpile system and establishment of supply chain
 - Formalisation of logistics deployment system
- b. Establishment of a fully-functional Emergency Rapid Assessment Team (ERAT)**
 - Finalisation of ERAT deployment procedures
 - Formulation of guidelines in relation to UNDAC
 - Capacity-building of ERAT personnel
- c. SASOP Finalisation & Institutionalisation**
 - Finalisation of procedures for the deployment of military assets
 - Institutionalisation & dissemination
 - Capacity building of Member States (through ARDEX and tabletop exercises) and the AHA Centre.
 - Alignment with national plans, policies and procedures

II. Risk Assessment, Early Warning and Monitoring

- a. ASEAN-Wide Disaster Risk Assessment**
 - Multi-hazard mapping and vulnerability assessment based on national & sub-national data inputs
 - Basis for regional response planning and assisting Member States in developing mitigation measures
 - Utilise Geographic Information System (GIS) as a multi-decision support platform

Activities:

- Regional Risk Assessment Workshop for agreements, guidelines and mechanics
- Data collection at the national and sub-national levels
- Data consolidation and development of regional-level analysis
- Regional Risk Analysis Conference

b. Satellite-Based Disaster Monitoring System

- Hazard-specific (earthquake, tsunami, typhoon, etc.)
- Includes multi-point communication system and public information dissemination system

c. GIS-Based Disaster Information-Sharing Platform for Early Warning

- An efficient, timely, and technology-assisted information-sharing platform for early warning on different hazards (i.e. typhoon, flood, tsunami and earthquake) for effective response
- Relies on efficient disaster monitoring system

III. Prevention and Mitigation**a. Building Disaster-Resilient ASEAN Cities**

- Risk assessment of priority and/or pilot cities in ASEAN
- Technical support in the enforcement of building and land use regulations in pilot cities
- Development of DRR action plans, including climate change adaptation
- Stocktaking of good practices on disaster resilient urban development

b. Capacity-building for Community-Based DRR

- Participatory community hazard and vulnerability mapping
- Integrating DRR into livelihood strategies
- Assistance to communities in developing systems to address needs of vulnerable groups, such as children, disabled, elderly, women, indigenous peoples, people with HIV/AIDS, and others

c. Set up Mechanisms for Risk Financing

- Stock-taking of current status of risk financing schemes and microfinance for DRR and Climate Change Adaptation (CCA) in Member States.
- Regional workshop on risk financing jointly by ACDM and the ASEAN Insurance Council to identify possible risk financing options for ASEAN Member States.

IV. Recovery

a. Production of a Disaster Recovery Toolkit

Activities:

- Regional Recovery Forum to identify gaps and needs
- Guidelines for recovery planning and transition planning
- Compilation of best practices in the region
- Comparative analysis of different existing damage and loss assessment methodologies and adoption of the most applicable for the region
- Capacity-building on damage and loss assessment

V. Outreach and Mainstreaming

a. Building a culture of disaster-resilience in ASEAN

- Promotion of AADMER in ASEAN
- Support for the continuation of the ASEAN Day for Disaster Management (ADDM) as one of the promotional activities of AADMER
- Production of IEC materials to increase awareness of AADMER, for the use of Member States

VI. Training and Knowledge Management Systems

a. Identifying priority training needs

- Regional Training Needs Assessment covering the training needs of NDMOs, local governments and civil society within the region

b. Training of ASEAN Trainors (all ASEAN nationalities) and Subject Matter Experts (e.g. gender and humanitarian programming; experts may be non-ASEAN) for AADMER

- Formation of the AADMER Trainers Pool
- Development of customised training manuals
- Conduct of Basic Courses (AADMER & SASOP Orientation, Disaster Risk Reduction, Climate Change Adaptation) and Advanced Courses (ERAT, hazard mapping, recovery planning, and damage and loss assessment, among others)

c. **Setting up of the ASEAN Resource Centre**

- Collection of disaster-related books, documents, and other informational and educational materials
- Online library
- Housed within the AHA Centre

Partnership Modalities

- ACDM intends to intensify co-operation, encourage the strengthening of co-operation among ASEAN Member States and our partners at the regional and national levels
- Multi-sectoral approach to partnership: participation of vulnerable groups themselves in the different aspect of disaster management and risk reduction

a. **Partnership Levels**

- Support for regional flagship projects
- Support for an AADMER flagship project at the national-level

b. **Partnership Areas**

- Project inception
- Project implementation
- Development of a framework and mechanism for monitoring and evaluating flagship projects:
- Learning

c. **Partnership Types** (amongst others that may later be defined)

- Technical cooperation: form of support that needed in the implementation of the flagship projects. A management or steering committee made up of the ASEAN Secretariat, the ACDM Working Group and the partner could oversee the progress of the partnership, i.e. delivery of its outputs.
- Loaning or seconding of experts to ASEAN
- Funding support