

**LCG Sub-group on Disaster and Emergency Response (DER)
Minutes of the Meeting held on December 6, 2006**

Ms. Rehana Banoo, Manager, DPR section, WFP chaired the meeting. The list of participants as introduced by themselves is attached as Annex A.

MAIN POINTS COVERED AT THE MEETING

1. Adoption of the minutes of the last regular meeting held on 13 and special meeting on 24 September 2006:

The minutes were adopted without any modification.

2. Situation Monitoring and Response Update by agencies, if any:

There was no serious natural disaster reported. Also there has not been any response update by the participants. The members were requested to remain vigilant and report any changing situation.

3. Preliminary findings of the DER Opinion Survey:

The Chair informed that the DER Opinion Survey form was circulated to the DER members in early November 2006 with a deadline for receiving the completed forms by mid November 2006. This deadline was further extended by two weeks. In the preliminary findings, the DER secretariat has included only those agencies that have replied by the extended deadline, 50% responses received by this date. The secretariat will include responses received later in the final consolidation of the Survey forms. Mr. Monzu Morshed made a presentation on the preliminary findings of the Survey.

The main points are summarized below:

- The main objectives of the survey were i) to know the DER members opinion on how well emergency preparedness is coordinated, ii) to prioritize three most important DRM issues, iii) to know the views of DER organizations on moving the DER Chair to GoB, and iv) to solicit overall comments to improve DER effectiveness in the future. In Section 'A' of the questionnaire, 9 closed ended questions were asked on DER activities. The focus was to assess the level of satisfaction of the members on the overall DER activities. Analyzing the responses received, 'satisfied' got the highest rating.
- Section 'B' focused on reporting on disaster damage and rapid needs assessment, which was identified as priority area of work during past DER discussions. An analysis of the five questions asked in this section, responses to the first, second and the fifth question clearly suggests that launching of the DER multi-sectoral assessment should be done jointly by DER organizations, and the overall coordination, compilation, analysis and preparation of the assessment reports will need to be done by the DER secretariat.
- Under section 'C' the DER members were requested to rank the proposed initiatives listed using a scale of 10 with 1 being the most important and 10 the least important. The list was based on different discussions and suggestions in DER meetings. As per the review of different responses, the creation of the historical database got the highest priority in the scale while the UN Humanitarian reform theme got the lowest priority. It was noted that the DER secretariat in collaboration with other DER members is interested in starting some new initiatives regarding Disaster Risk Management (DRM).
- Section 'D' focused on the DER Chair issues and some useful concerns, suggestions/recommendations came out of this. (Refer to the PowerPoint presentation).

In the subsequent discussions following issues were raised:

- DER Secretariat informed that under section 'A' some comments came up that members did not have enough understanding on the DER activities. One reason could be that some of these organizations have very recently joined the DER group and as such their understanding on DER activities is limited and they could not rate properly.
- Under section 'C' some of the DER members rated some important DRM issues as their low priority. This could be for the fact that DER could not do adequate advocacy for these issues among the DER members.
- DER secretariat briefed the DER members on the context of the DER's new initiatives where DER can work together with other members. The desire within the group is to put more emphasis on joint activities/projects/collaboration/outputs. One of the examples of these initiatives is UN Humanitarian Reform Roll out. It also briefed that WFP has been implementing a DFID funded capacity building project, namely the DFID/WFP Partnership Agreement. In order to strengthen WFP's DRM capacities and also it's partners and to meet the WFP/DFID PA log frame requirements with their partners the DPR section of WFP is engaged in new DRM initiatives. The focus is to know which initiatives are more important for their partners so that DER secretariat can pursue them through dialogues.
- UNDP has some observations on the DER Opinion Survey Questionnaire. Firstly, they found ambiguity in the ranking system under section 'C'. Secondly they think that the WFP's Early Warning and Monitoring report is similar to an activity covered under the GoB/CDMP's DMIC. Thirdly, there is historical information available on earthquake, floods in BUET, government respectively. Links could be established with these sources. UNDP also enquired if the UN Humanitarian roll out issue was discussed in the DER meetings. On the first issue, DER secretariat said that some items in retrospect could be grouped together. On the second issue, DER secretariat agrees that UN Cluster Approach needs more visibility and the DER members should be made more familiar on this particular issue. It was informed that DER secretariat circulated some handouts on this issue both electronically and as hard copy in one of the DER meetings. Also UNICEF made a presentation on their cluster role in one of the DER meetings.
- The secretariat informed the meeting of some of the initiatives taken by them on the DER Chair issue. As requested in an earlier meeting the DER secretariat met with the Secretary, MoFDM along with his team consisting of one Joint Secretary and two Deputy Secretaries, and the Deputy Team Leader of CDMP. Both WFP and GoB share a common view that the GoB should play a more central and active role with regards to DER activities. Having the GoB as the Chair and having the meetings at GoB buildings (DMB, DRR) would help develop a tighter integration of the efforts of the group and the GoB towards risk reduction. DER secretariat also shared the opinions of some of the other DER members who think that they will not be able to express their views openly once the GoB takes over the Chair of DER group. But the Secretary, MoFDM assured that the members would have their rights to express their views. But at the same time the GoB would not respect a decision that might work against their interest. The secretariat also reminded the GoB that the issue of DER Chair and the venue for the meetings are usually discussed annually according to the LCG guidance materials. The GoB prefers that WFP retain the secretariat role, to be reviewed later in the year and take the role of a Chair initially for full one-year period.
- Action Aid suggested that the DER members could initially identify the problems of the Chair as well as the Secretariat and then the Chair could be changed. The Chair said that all these issues need further discussion and there will be open discussion on the advantages and

disadvantages of the current/proposed Chair and the Secretariat in the Annual Meeting of the DER group following the LCG guidelines.

Actions:

- a. The copy of the preliminary findings of the DER Opinion Survey will be circulated to DER members on 7 December 2006.
- b. DER members are requested to discuss their concerns on the issue of DER Chair and the Secretariat with WFP if they wish. These issues could be discussed in more details in one of the future DER meetings.
- c. DER Annual Meeting to be proposed to take place in the first quarter of 2007.

4. Any Other Business:

UNDP: The meeting was informed that the ‘ Draft National Plan for Disaster Management (2007-2015) is available at CDMP’s web site (www.cdmp.org.bd). It was also informed that a consultation meeting would take place on 7 December at CDMP chaired by the DG, FPMU.

Action: UNDP to send a mail to DER Secretariat for wider circulation to DER members to solicit their comments on the draft National Plan for Disaster Management.

UNDP: The meeting was informed that as part of United Nation’s Cluster Approach, UNDP has been designated to lead the Early Recovery Cluster, and to develop the appropriate tools towards establishing this Cluster. For the assessment of immediate humanitarian response needs during any threatening emergency situation, RENA form is being used. In addition to this, it is felt that more elaborate assessment is required to find out the response requirement and specific interventions needed for an efficient and appropriate Early Recovery programme. A small group is proposed to look into the Damage and Needs Assessment for Early Recovery. This group will work on some specific areas like: i) Identification of information areas required for Early Recovery interventions, ii) Review of the RENA format to determine the information usable for early recovery interventions and the missing information, iii) Develop a format for Early Recovery Needs Assessment, iv) Explore the possibilities on how the ER Assessment can be conducted and who should perform this task. This group will start working after the UNDMT meeting on the 21st of December 2006.

Action: UNDP to send a mail to DER secretariat for wider circulation inviting interested DER members to be a part of this small working group.

NEXT DER MEETING:

The next meeting is proposed tentatively for Wednesday, 10 January at 1400 hrs at IDB Bhaban 17th floor.

The meeting ended with thanks to the Chair and to all participants.

ANNEX A: ATTENDANCE LIST of DER Meeting held on 6 December 2006

Organisations	Sl	Name	Organization
UN	1	Mr. Md. Tarik-ul-Islam	UNDP
	2	Mr. Syed Sadrul Ameen	UNDP
	3	Mr. Md. Zulfikur Ali Khan	UNICEF
	4	Mr. John McHarris	WFP
	5	Ms. Rehana Banoo	WFP, DPR
	6	Mr. Monzu Morshed	WFP, DPR
	7	Mr. Iftekhar Ahmed Chaudhury	WFP, SPPA
	8	Ms. Farhana Pinky	WFP, Field Coordination
NGOs	9	Mr. Sajid Raihan	Action Aid Bangladesh
	10	Mr. Evan Shahrier	Concern Universal
	11	Mr. Harold S. Baroi	CCDB
	12	Mr. Arnest A. Sarkar	CCDB
	13	Mr. Charles S. Sarkar	Christian Aid Bangladesh
DER Secretariat	14	Ms. Malik Kabir	DER Secretariat (WFP)
	15	Ms. Meher Nigar Bhuiyan	DER Secretariat (WFP)
	16	Ms. Raushan Ara Begum	DER Secretariat (WFP)

Minutes recorded and circulated by: DER Secretariat