

Meeting of the DER Sub-Group

29 June 2005

The meeting was chaired by Mr. William Barclay, WFP Deputy Country Director.

The attendance list is at Annex A.

MAIN POINTS COVERED AT THE MEETING

Current river situations:

- No alarming situation was reported from the member agencies.
- FFWC is issuing river situation reports everyday.
- FFWC should start circulating the river situation map from next week. The river situation maps were issued by CEGIS in previous years but FFWC takes over the role starting from this year.
- As an early warning measure, it was requested that situations of rivers and rainfalls in India should be monitored. The Secretariat should check if such information is available on the web.

Systematic information sharing:

- DER Secretariat is currently receiving daily river situation reports from FFWC. It also receives situation-monitoring reports from WFP offices in the field.
- Based on the recommendation made at the DER Lessons Learned Workshop and the discussions at the following DER meetings, DER Secretariat has taken the initiative to establish a systematic information sharing structure within the DER Group. The idea is to designate one agency in each district which should act as a focal point for DER Group, the role of which is to collect and compile information on the situations from all sources in that district including government, NGOs, UN agencies operating in that area on regular basis. For this purpose, the Secretariat is working on the mapping of agencies' coverage in flood-prone districts. The map will show which agencies are operating in each district. The map will be presented at the DER meeting on Tue 12 July. DER Group should discuss and agree on which agencies to be the DER focal point agencies at the meeting. The focal agency should be selected considering its knowledge and working experience in the area and its network.

Emergency Needs Assessment:

- The Secretariat has finalised the assessment formats incorporating the feedbacks received from DER members. There are two formats (a) Rapid Initial Report form, a one-page simple format which should be used within 48 hrs of disaster onset, and (b) RENA form, which is a more detailed and sectoral based, intended to be used after day 5 of the disaster onset. The Secretariat will circulate the formats by e-mail.

Subsequently the Secretariat has circulated the final versions of the formats. Each agency is requested to use the forms when conducting rapid needs assessments. Necessary orientation should be organised by each agency for their staff. Orientation sessions could be organised by the Secretariat for member agencies if requested.

Opening of DER operation room:

- DER Secretariat is preparing to set-up the DER operation room as a preparedness measure so that it will be able to function immediately in the event of emergency. As the part of the

preparedness the Secretariat started to monitor the river situation on daily basis by collecting information from FFWC and WFP field offices.

- CDMP requested that the DER operation room should be complementary to the government control room.

Any other business:

- MoFDM is organising a workshop next week to work towards a coordinated approach for disaster response in 2005 among agencies concerned including UN and NGOs, based on the lessons learned from floods 2004.
- The Secretariat has completed Floods 2004 Relief Management System (Database), which is developed in partnership with DFID. The database shows 'who' has distributed 'what' items in 'how much quantity' to 'how many beneficiaries' in 'which areas' based on the experience from floods 2004. As an initial attempt the database covers the distribution status by 19 NGOs funded by DFID. The database will be presented to DER Group at the meeting on Tue 12 July.

Frequency of the meeting:

- DER Group ad hoc meeting should be called whenever an alarming situation arises.

Next DER meetings:

- DER Group Meeting – Wed 6 July 05, 1400 hrs, at IDB Bhaban, 17th floor. To discuss the future of DER Group. Agenda has been circulated by e-mail.
- DER Group Meeting – Tue 12 July 05, 1400 hrs, at IDB Bhaban, 17th floor. To present (a) Floods 2004 Relief Management System and (b) Map of NGOs'/ UN agencies' coverage in each district to identify DER focal point agencies in each district.

*DER Secretariat
30 June 2005*

ANNEXES

A. ATTENDANCE LIST

ANNEX A**ATTENDANCE LIST**

Serial	Name	Organisation
1	Mr. Wagner Herrman	ADRA
2	Mr. Simson Halder	ADRA
3	Mr. Matiur Rahman	BDRCS
4	Mr. Abdul Latif Khan	CDMP
5	Ms. Shantana Halder	CDMP
6	Mr. Ashutosh Dey	Concern
7	Ms. Yolande Wright	DFID
8	Mr. Khaled Hossain	Disaster Forum
9	Mr. Graham Tyrie	EC Delegation
10	Ms. Nazria Islam	IFRC
11	Mr. Md. Azad	IOM
12	Ms. Nahreen Farjana	IOM
13	Mr. Md. Iqbal Hossain	Islamic Relief Bangladesh
14	Mr. Golam Motasim Billah	Plan Bangladesh
15	Mr. Parvez Zabed	Proshika
16	Mr. Md. Mohiuddin	Save the Children USA
17	Mr. Tarik-ul-Islam	UNDP
18	Dr. Saiful Islam	UNICEF
19	Ms. Shahnaz Zakaria	USAID
20	Dr. Zahidur Zahin	WHO
21	Dr. Md. M. Mustafa	WHO
22	Mr. Bill Barclay	WFP [The Chair on behalf of Mr. Douglas Coutts]
23	Mr. Nick Russell	WFP [DER Secretariat]
24	Mr. Malik Kabir	WFP [DER Secretariat]
25	Ms. Mariko Hattori	WFP [DER Secretariat]