

Meeting of the DER Sub-Group

18 January 2006

Ms. Rehana Banoo, Manager, DPR section, WFP chaired the meeting. Mr. John McHarris, Adviser, DPR section was also present. The participants introduced themselves and the list is attached as Annex A.

MAIN POINTS COVERED AT THE MEETING

1. Adoption of the minutes of previous meeting:

The minutes of the last DER meeting held on 14 December 2005 were adopted.

2. Review current emergency situation and response by agencies:

A cold wave situation summary report was handed out in the meeting. The report was prepared on the basis of print media information and the situation reports circulated by Disaster Forum and NDP (National Development Programme). Concern reported that they have responded to cold wave in 7 northern districts. The detailed report will be sent soon to DER secretariat for sharing with the group. Oxfam distributed blankets to 2000 indigenous families in the flood affected Mohadevpur Upazila of Naogaon district. It was observed that the intensity of this year's cold wave is much less than earlier years and is largely manageable within the local coping capacity.

According to the Met Office bulletin of 17 January 2006, night temperature may remain nearly unchanged, light to moderate fog may occur during late night till morning.

3. DIFP Training and Database:

The District Information Focal Point (DIFP) network is being developed in collaboration with DER member organizations as a critical capacity and mechanism for the systematic collection of real data. 211 persons from 85 agencies (GoB, NGOs and UN) have been trained to use the revised RIR/RENA emergency assessment data collection format through 10 sessions in 8 different disaster-prone areas of the country. The second round of training to specific individual DIFPs on the DER information flow system has been planned for 2006.

A database has been developed to hold the detailed profile of the District Information Focal Point (DIFP). With the exception of BDRCS, all agencies have sent the details of all the DIFPs for registration into the database.

Action:

- a. The District Information Focal Point/DFIP network needs to be both strengthened and expanded with at least two DIFPs per district. Communication needs to be increased between Dhaka based DER members with field based DIFPs.
- b. Train and orient the DIFPs in a comprehensive manner.
- c. Review and define the roles and responsibilities of DFIPs at all levels.

4. Update of DER Assessment Standby Roster:

As recommended in the Floods 2004 lessons learned workshop, the assessment standby roster of members experienced in the field of disaster management have been updated with 73 nominations received from different organizations as of June 2005.

The main purpose of having a standby roster for emergency assessment is to gain a more comprehensive and accurate profile of emergency needs, and the measures required to meet them, than could be provided by any initial assessments that might have been conducted individually by locally-based agencies. Such an inter-agency, multi-sectoral approach helps to ensure coordinated coverage of the affected area, with each team covering all sectors and not just the interests of one single agency.

Oxfam observed that the list should consider the gender balance, as most of the members in the list are male. In some cases, the Executive Directors or other very senior staff of some organizations has been nominated as members of the standby roster. This could be a problem as when emergency occurs, the very senior persons in the organization bear huge responsibilities and it is unlikely for them to be available to participate in a full scale assessment.

Action:

- a. The standby roster (June 2005) to be circulated to all DER agencies for updating.
- b. The ToR of the Standby roster should be sent to all agencies that exist in the list.
- c. The DER member agencies are requested to actively consider i) gender balance in their nominations; and ii) nominations of persons who would actually be made available during an assessment.

5. DER Working Groups Updates:

- **Working Group on Gender and Diversity:**

The group is Chaired by Oxfam. Ms. Kabita of Oxfam reported that Dr Rakib has started to visit the participating agencies for gender and diversity capacity assessment. The assessment includes review of the related documents of each agency and interviews of respective agency staff. Dr Rakib will visit a few partner NGOs of the participating agencies in the field. He will visit Gaibandha and Sirajganj on 30 and 31 January 2005. He is expected to complete his consultancy at the end of February 2006. He would submit his draft report in end March 2006.

- **Working Group on Earthquake:**

The WG on earthquake is Chaired by Disaster Management Bureau of the MoFDM. DMB convened two meetings to review/ fine tune the ToR for the working group. It was recognized that DMB need to be supported for advancing the work of the group. Mr. Syed Ashraf of DMB requested DER secretariat to formally communicate with the senior DMB officials for regular meetings and to take forward the ToR in action. Mr. Tariq of UNDP suggested that the representatives from the City Corporation and Fire Services Department could be included in earthquake working group meetings. Mr. Latif Khan of CDMP informed that CDMP will soon establish a working group on earthquake with DMB in the Chair. Rehana said that if it is so, the DER working group on earthquake chaired by DMB could then be merged with the one in DMB with the understanding that the DER members will have access to related information and the results of the group. Suggestions came for CDMP to make a presentation on this earthquake-working group in any of the next DER meetings. Oxfam suggested that different organizations are

implementing different initiatives in the area of earthquake and the GoB should take the lead in coordinating all these activities together.

- **Working Group on Standard chaired by IFRC:**

The WG on Standards is Chaired by IFRC. Mr. William Halder of IFRC is developing the concept note on Standards and will send this to DER secretariat in two weeks time. Sanwar of Oxfam suggested that SPHERE India could be contacted regarding standards.

Action:

- a. The DER Secretariat will organize a meeting of the WG to be convened before the next meeting to discuss the draft concept note on standards, as soon as this is received.

6. Any Other Business:

i) Historical Database:

Mr Latif of CDMP questioned the concept of historical database and the need for it. He informed that the Disaster Management Information Center (DMIC) has launched a database, which will be operational on a district basis by 2007. Mr McHarris of WFP explaining said that the resulting database is intended to contribute to a better capacity for comparing current disaster related events with past disasters. This would in turn contribute to better analysis, decision-making and (if and when appropriate) better planned interventions. The areas prone to floods or other disasters could be identified from historical records of past occurrences. It can be established initially in the DER Secretariat and eventually move to its logical home within the GoB.

Oxfam stressed on the need for having such a DER disaster database and this could be maintained, resided by the Government. UNDP said that the scale of data is important. Defining and updating the baseline is also very important. Syed Ashraf of DMB informed about the databases developed by DMB. But access to these databases and utilizing them is difficult. As a result these databases are underutilized. UNICEF suggested that the DIFPs records kept in the fields could be incorporated in this disaster database.

It was agreed to form a small group of five to seven persons to discuss the database in more details and if necessary and funds permit technical persons could be hired. The organizations that have shown their interest to work in small groups are WFP, CDMP, DMB, CEGIS, UNDP, Handicap International and UNICEF. The Terms of Reference (ToR) for this small working group has to be prepared in the first meeting of the group.

Action:

The DER Secretariat will convene a meeting as soon as possible and to report progress in the DER meeting in March.

ii) **CDMP** informed that the government is organizing a lessons learnt workshop on Kashmir Earthquake on 31 January 2006. The details of this event will be sent to the DER secretariat soon and in turn DER secretariat will circulate this to all DER members.

iii) **Next DER meeting:** Rehana proposed that the next meeting in February could be fully devoted to discuss the key questions relating to DER, i.e. the overall framework of DER reviewing its ToR,

objectives, the way forward for 2006 etc. The proposal was well accepted and the members were requested to send agenda input to the DER Secretariat.

6. Date/time of next meeting

The members preferred to maintain the first Wednesday of each month for DER meeting. It was therefore suggested to tentatively schedule the meeting on Wednesday, 1 February 2006 at 2 pm at IDB Bhaban (17 floor), UN Common Conference room. The Secretariat will inform as usual in case of any change.

ANNEX A: ATTENDANCE LIST of DER Meeting held on 18 January 2006

Organisations	Sl	Name	Organization
GoB	1	Mr. Abdul Latif Khan	CDMP/UNDP
	2	Mr. Syed Ashraf	DMB
Donors	3	Ailsa Gaunt	DFID
UN	4	Mr. Abdul Awal	UNICEF
	5	Mr. Tarik-ul-Islam	UNDP
	6	Dr. Muhammad Zahidur Rahim	WHO
	7	Mr. John McHarris	WFP
	8	Ms. Rehana Banoo	WFP
	9	Mr. Monzu Morshed	WFP
	10	Ms. Farhana Pinky	WFP, FC section
	NGOs	11	Mr. Khaled Masud
12		Mr. Sifaytet Ullah	Action Aid
13		Mr. Atiq Kainan Ahmed	CEGIS
14		Mr. Pankaj	Concern
15		Mr. M A Wahed	Concern
16		Mr. Khaled Hossain	Disaster Forum
17		Ms. Sumaiya Noor	Disaster Forum
18		Mr. Mozibur Rahman	Disaster Forum
19		Mr. K N M N Azam	GUP
20		Mr. Faizul Kabir	Handicap International
21		Ms. Armana Ahmed	ICDDRDB
22		Mr. Mizanur Rahman Khan	IIRD
23		Mr. Md. Azad	IOM
24		Mr. Md. Mostak Hossain	Islamic Relief
25		Mr. Dhiren Das	MSF-Holland
26		Mr. Palash Mondol	Nirapad
27		Mr. Sanwar Hossain	Oxfam
28	Ms. Kabita Bose	Oxfam	
29	Mr. Golam M Billah	Plan Bangladesh	
30	Mr. Suman SMA Islam	SC-UK	
DER Secretariat	31	Mr. Malik Kabir	DER Secretariat (WFP)
	32	Ms. Mariko Hattori	DER Secretariat (WFP)
	33	Ms. Raushan Ara Begum	DER Secretariat (WFP)
	34	Ms. Meher Nigar Bhuiyan	DER Secretariat (WFP)

Minutes recorded and circulated by: DER Secretariat