

DIPECHO Action Plan for the Caribbean 2011-2012



International Federation
of Red Cross and Red Crescent Societies

Regional Planning Workshop

24 - 25 October 2011

Santo Domingo, Dominican Republic

Final Report

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regional and national counterparts to explain their actions and find areas of possible synergies, coordination and harmonization between regional and national projects, partners and existing initiatives in disaster risk reduction. The Workshop was organized by the International Strategy for Disaster Risk Reduction (UNISDR), together with the ECHO Caribbean office, the International Federation of Red Cross and Red Crescent Societies (IFRC); the Pan-American Health Organization (PAHO/WHO), and national DIPECHO partners.

The framework for the DIPECHO Action Plan emphasizes coordination and collaboration among partners for project implementation at the regional and national levels. It also establishes that this coordination and collaboration should build on existing initiatives and align with the Hyogo Framework for Action. The International Strategy for Disaster Risk Reduction, UNISDR carries out important campaigns in the region which the Action Plan supports, such as the United Nations Making Cities Resilient Campaign and Safe Hospitals Safe Schools Campaign.

The Workshop, which was carried out in Santo Domingo , Dominican Republic from October 24-25, 2011, is an important part of the 2011-2012 DIPECHO Action Plan for the Caribbean, and enabled the coming together of partners and national and regional counterparts to support coordination efforts, program common activities and exchange experiences, tools and individual work plans to foster the harmonization of practices, work towards strengthening existing initiatives and propose common actions at the regional and national levels within the DIPECHO framework.

2. Objectives

The Caribbean Regional Planning Workshop had the following main objective:

To share information and establish coordination mechanisms among relevant authorities, national and regional DIPECHO partners and other relevant counterparts enabling a more efficient and effective implementation of the 2011-2012 DIPECHO Action Plan for the Caribbean.

As an initial consultation workshop it sought to allow leveraging opportunities to foster collaboration among DIPECHO projects through the alignment and harmonization of their individual work plans.

3. Participants

The Workshop was attended by a total of 41 participants. These represented implementing agencies for DIPECHO initiatives, regional partners, national partners as well as beneficiaries.²

² See Annex No. 3 for details of participants per projects and institutions.

Table No.1 Summary of Participants at the Regional Workshop

Country	Participants		Institutions
	Amount	%	Amount
Barbados	6	14.63	5
Dominican Republic	18	43.9	11
Grenada	1	2.4	3
Haiti	7	17.0	2
Jamaica	2	4.9	1
Panama	3	7.3	1
Trinidad Tobago	3	7.3	1
Suriname	1	2.4	1
TOTAL	41	100	25

Participants represented mainly DIPECHO projects from the 2011-2012 Action Plan. Haiti and Barbados have the highest percentage of participants related to projects. Participants from the Dominican Republic, the host country, were high in numbers as can be observed in Table No.1, and these included not only DIPECHO project personnel, but also representatives from the National Emergency Commission, the Ministry of Health, United Nations Programs and ECHO.

4. Workshop program and methodology

The Workshop agenda received input from partners and was collectively reviewed and approved.³ The workshop was organized around four main moments:

An overview of the DIPECHO Action Plan for the Caribbean

The objective of this first moment of the Workshop was to present the components of the 2011-2012 Action Plan for the Caribbean. These included priorities, expected results, presentation of regional and national projects and helpful guidelines for project implementation. Workshop organizers prepared guidelines for presentations which were sent out to participants ahead of the workshop date.⁴ Workshop organizers followed suggestions made by participants in a Survey⁵ carried out by ECHO prior to the workshop, where they expressed the desire for short and to the point presentations. In compliance to this and in order to guarantee time for all presentations and fulfill the important workshop objective of structuring a common action plan, the guidelines indicated participants to briefly describe regional and national projects and to include in their presentations specific project aspects or characteristics and areas which could support synergy, collaboration and harmonization for the implementation of common initiatives among DIPECHO partners.

³ See Annex No. 1

⁴ See Annex No. 4

⁵ See Annex No. 6

The expected result for this workshop moment was the presentation and discussion of the DIPECHO Action Plan and the regional and national projects by participants, an important input for the programming of the common action plan and the sharing of experiences and best practices.

Identification of areas of collaboration and implementation of mechanisms to harmonize and align common initiatives

The objective of this second moment of the workshop was to identify areas of collaboration and mechanisms to harmonize and align common initiatives that could improve coordination among DIPECHO project partners.

The methodology for this section included:

- Preparatory activities (prior to the workshop): Regional and National projects were reviewed previous to the workshop through the analysis of basic project data supplied by ECHO. Using information from this review and in alignment with the DIPECHO Regional Planning Workshop for South America 2011-2012⁶, a group session was designed to:
 1. Identify areas for collaboration and synergies amongst DIPECHO projects at the national and regional levels.
 2. Identify linkages with other national and /or regional DRR initiatives.
 3. Design collaboration activities and produce a plan of action for implementation during the 2011-2012 DIPECHO action plan.

A series of interest topics developed by participants at the South America DIPECHO Workshop were suggested for consideration. These were:

1. Health and DRR
2. Education and DRR
3. Communication and Information
4. Governance and coordination
5. Advocacy
6. Urban settings/ Earthquakes
7. Climate Change Adaptation
8. Protection of livelihoods
9. Vulnerable groups

These topics were used as reference to prepare the matrix identifying common areas of collaboration.

➤ Group Work:

Participants were urged to sign up for topics of interest identified in the preparatory phase. A format to develop a matrix of common areas of collaboration between projects and partners was suggested. Group work for the development of the common action plan was organized

⁶ **TALLER REGIONAL DE PLANIFICACIÓN VII PLAN DE ACCIÓN DIPECHO PARA AMÉRICA DEL SUR** *Sentando las bases para la cooperación y sinergias*; 8-10 de Junio 2011, Quito - Ecuador. The Caribbean Regional DIPECHO Planning Workshop was designed in close alignment and harmonization with the South America Regional Workshop.

around this matrix.⁷ This format included areas of collaboration around the suggested topics, proposed activities, date and place for the activities and contributing organizations or partners. Participants' interests combined with the workshop time frame resulted in an adjustment of the original proposed topics. The results were three main theme areas around which to create an Action Plan:

- Communication/ Information ; Advocacy; Governance / Coordination
- Health and DRR and Training /Education and DRR
- Urban Risks

Participants integrated themselves into three working groups and produced action plans around their topics of interest. These were shared in a plenary session.

Identification of potential synergies between DIPECHO activities and DRR actions at regional, national level: the country documents as an instrument to strengthen DRR in the region

The objective of this moment corresponding to the second day of the workshop was to share existing DRR regional initiatives to identify synergies with DIPECHO activities. Also to share existing reporting and monitoring tools for DRR progress at the regional, national and local levels, including country documents. The methodology consisted in presentations of the regional and national context regarding DRR, as well as initiatives for monitoring and reporting, followed by discussion and what resulted in an interesting debate regarding the Caribbean context and the possibilities of sharing best practices in these areas.

The methodology for the group session consisted in participants dividing into 3 groups: 2 English speaking and one Spanish speaking to discuss and make recommendations regarding the production process and the content of country documents.

Facilitation of space for exchange between DIPECHO partners

The objective of this moment was to allow for time and space in which DIPECHO partners could discuss initiatives, possible actions, and best practices. In this sense from Day 1 of the Workshop, participants were asked to post topics, ideas, activities to share or inform about at parallel meetings to be held on the afternoon of the second day of the Workshop. Three topics for parallel meetings were proposed:

1. Making Disaster Resilient Cities Campaign
2. Regional Caribbean Seismic Risk Conference
3. UNISDR/IFRC/CDEMA DRR Indicators and Country Documents

⁷ In alignment with the South America DIPECHO Workshop, the same matrix was used in both workshops.

5. Overview of the DIPECHO Action Plan for the Caribbean

The 2011-2012 DIPECHO Action Plan for the Caribbean is rooted in recommendations and best practices stemming from the experience of the previous Caribbean Action Plan and from existing regional perspectives and evaluations in DRR. It highlights recommendations made by the Caribbean Disaster Emergency Management Agency (CDEMA), for contributing to DR The Action Plan is based on certain principles and priorities which guide project design and implementation. Most relevant of these are:

- Contribution to the Hyogo Framework for Action;
- Hazard, geographical and sector priorities at regional and national levels;
- Inclusion of vulnerable groups and a gender perspective;
- Sharing of tools and materials including monitoring and evaluation tools and Country Documents;
- Production and use of indicators;
- Capitalization of experiences;
- DRR communication strategies;
- Project monitoring and evaluation and the integration of lessons learned.

5.1 The 2011-2012 Action Plan

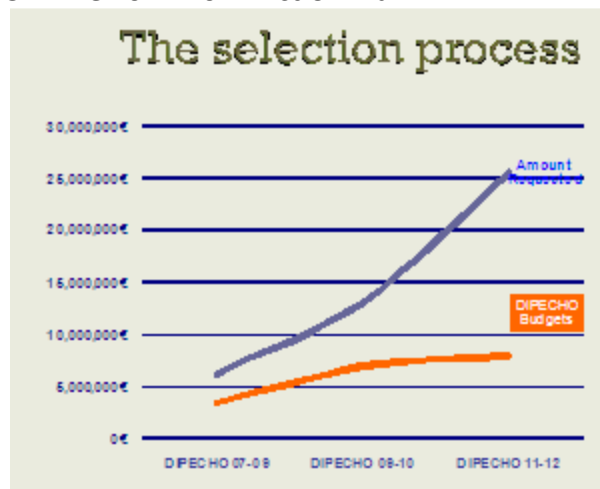


Figure. No. 2 Project Funds 2011 2012
Source: JLance Workshop Presentation

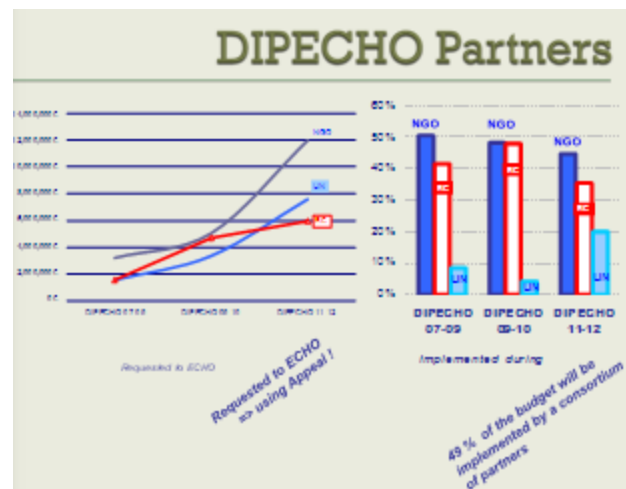


Figure No. 3 DIPECHO Partners and Budget Allocation
Source: JLance Workshop Presentation

DIPECHO has been increasing allocations since 2007 and after the selection process for the 2011-2012 projects, it has allocated a total of EUR 8,000,000.00 to specifically "support strategies and complement existing strategies that enable local communities and institutions to better prepare for, mitigate and respond adequately to natural hazards by enhancing their capacities to cope and respond, thereby increasing resilience and reducing vulnerability in the

Caribbean region." ⁸ As Figure No. 3 explains, 49% of the allocated budget will be implemented by a consortium of partners.

Eleven DIPECHO projects were approved for the 2011-2012 Action Plan. Three have a regional scope and eight have a national scope. As Figure No. 4 shows, regional and national projects will distribute DIPECHO funds as follows:

- 32% for local disaster management components,
- 25% for institutional linkages and advocacy
- 14% for information and education and communication
- 10% for constituting stocks for emergency and relief
- 9% for small scale infrastructure and services
- 11% for other activities

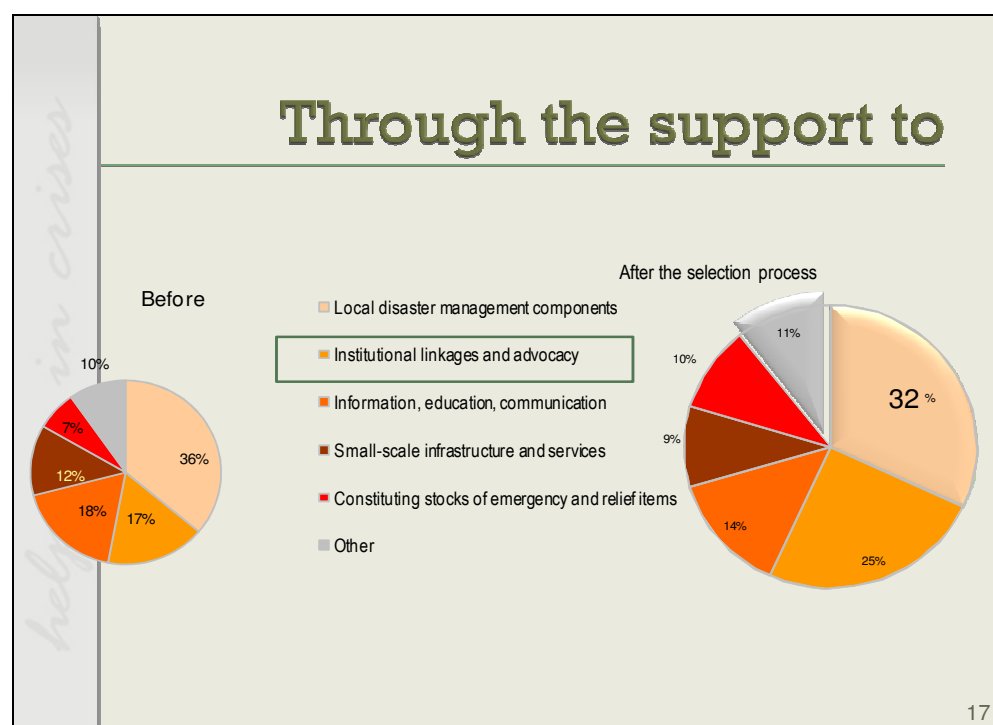


Figure No. 4 Areas Supported by DIPECHO Funds
Source: JLance Workshop Presentation

Table No. 2 summarizes the main DIPECHO project characteristics: objectives, areas of intervention, project partners and institutions involved as well as areas of collaboration.

⁸ Jocelyn Lance; Presentation; Regional Planning Workshop; Santo Domingo, D. R.; 24-25 October, 2011.

Table No. 2 Regional and national DIPECHO Projects

Project	Institution/ Organization	Partners	Area of intervention (thematic and geographic)	Objective	Areas of Collaboration for Common Action Plan
Regional	PAHO	Local counter-parts	Health/ Dominican Republic St, Vincent and the Grenadines Dominica Saint Kitts and Nevis	Creating safer communities in the Caribbean by strengthening the health network	
Regional	IFRC	Finish Red Cross French Red Cross Netherlands Red Cross	Capacity building in disaster mitigation ,preparedness and response/ Suriname Barbados St. Vincent and the Grenadines Grenada Trinidad and Tobago	Saving Lives, Enabling Healthy and Safe Living	Tool Development Climate Change Adaptation Country Profile Development
Regional	UNISDR	UNDP	Institutional strengthening Advocacy High level adoption of DRR Capacity building/ St Lucia and the Dominican Republic	Strengthened DRR Regional, national and local priority Regional, national and local priority Improved coordination – Governments, DIPECHO Partners, UN, Regional and International Organizations	
National	Caritas Germany;	Caritas Dominican Republic	DRR Capacity Building/ Urban risk/ Santiago de los Caballeros, Puerto Plata Dominican Republic	Improve community, local and national capacity to reduce urban risk in highly vulnerable cities.	
National	UNDP Dominican Republic	OIM UNICEF Anesvad	Capacity building Seismic risk/ Dominican Republic and Cuba	Contribute to disaster risk reduction by improving capacities at the institutional and community levels, in order to adopt measures to reduce seismic vulnerability and to promote effective response in case of disaster. .	Capacity building at the local and national levels, Exchange of experiences at the regional level, Exchange of materials, assessment methodologies, school and community municipal emergency plans.
National	Plan UK	ACPP IDAC	Resilience and DRR governance/ Dominican Republic: Barahona and San Pedro de Macoris Provinces	Strengthen resilience and DRR governance at community, municipality and provincial level, taking account of seismic hazards.	With other DIPECHO partners: Sphere, REDLAC; With INTEC: Training of municipalities; With the government: Capacity building and municipal plans.

					Regional seminar on seismic risk (August 2012).
National	Action Contre le Faime		Capacity building for preparedness/ Haiti Commune Gonaives. Department of Artibonite.	Increase the level of preparedness to disaster and vulnerability reduction measures of the communities exposed to different risks in the urban and peri-urban areas of Gonaives	Capacity building of the SNGRD (DRM tools, communication, advocacy) Preparedness and response / vulnerability reduction (nutrition) Information sharing
National	Concern		Vulnerability Reduction/ Haiti Anse-a-Galets and Point-a-Raquette, La Gonave Island, West Department	To improve the preparedness and response capacity to disasters of the population in La Gonave and Martissant through sensitization, capacity building and mitigation works at community level	Shared risks mapping – national & regional (DR) Exchanges among DPC committees - national Sharing experiences and lessons learnt - national & regional <ul style="list-style-type: none"> • on DRR activities • on DRR • mainstreaming
National	COOPI	AGIRE Mairie de Tabarre	DRM Urban risk/ Haiti Butte Boyer, Cite Soleil, Wharf Jeremie, Saint Philomene, Carrefour Rita , Bigarade de Damien	Organize urban and peri urban communities of Port au Prince to understand multihazard, awareness raising and strengthening of local DRM with a diversity perspective.	
National	Croix – Rouge française		DRM capacity building/ Haiti: Port au Prince and rural areas: Desdunes, Grande Saline, Saint-Marc	Reinforce capacity in DRM	
National	HelpAge International	Jamaica Red Cross	Hurricane and flood risk management/ Jamaica Parish of St. Catherine	Capacity building in DRM at the community level.	Contributing with CD-CDEMA Country profile document Disaster preparedness month Regional and national workshops Gender perspective Vulnerable populations perspective

Projects reflect ECHO's priorities as well as regional and national ones. They also demonstrate the coordination and collaboration efforts that have been carried out by various agencies, institutions and organizations working in the Caribbean region. These have partnered with each other and with national and local organizations and collaboration initiatives are evident in project design and implementation strategies.

5.2 The Regional Projects:

The three regional projects implemented by institutions and agencies which work at the regional level, have partnered with other regional organizations and will also work through national organizations. Projects will mainly support capacity building at different levels and advocacy.

UNISDR has prepared an initiative "Strengthened Disaster Risk Reduction in the Caribbean at the Sub Regional, National and Local Levels" which seeks to contribute to coordination and building synergy in the region. This initiative stems from regional assessments such as the HFA reports at the various levels, and the Caribbean Disaster Emergency Management Agency's (CDEMA) Comprehensive Disaster Management CDM reports from member states. It also integrates the Regional Platform for DRR in the Americas, and the UNISDR biennial work plan 2010-2011. The initiative expects to enable the sharing of experiences and harmonization among implementing partners. It has the collaboration of CDEMA, and UNDP Barbados.

The project prepared by PAHO has as a main objective the strengthening of the health network in order to create safer communities. It will be working with local counterparts in Dominican Republic, Dominica, St. Vincent and the Grenadines and Saint Kitts and Nevis developing the Safe Hospital Index.

IFRC has a project whose objective is saving lives and enabling healthy and safe living. It will work on capacity building in disaster mitigation, preparedness and response in the territories of Suriname, Barbados, St. Vincent and the Grenadines, Grenada and Trinidad and Tobago.

5.3 National Projects

National projects partnered with organizations working at national and local levels. In the Dominican Republic, projects are mainly focused on earthquake hazard and capacity building regarding seismic risk in urban areas, DRR governance and resilience. Figures No. 5 and 6 show the geographical location of these projects.

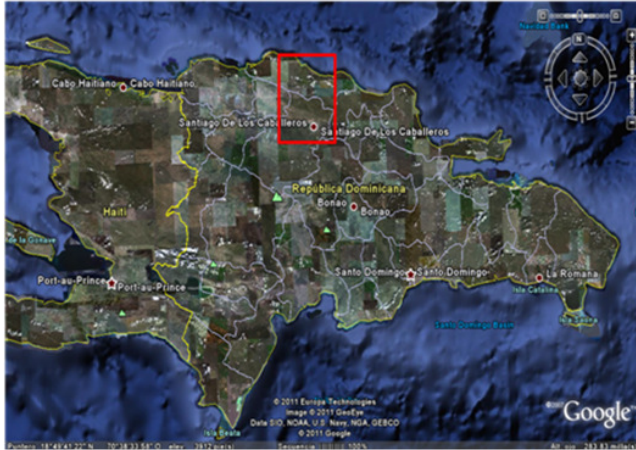


Fig. No. 5 Dominican Republic Project
Source: PNUD/OIM-UNICEF Presentation



Fig. 6. Dominican Republic Project
Source: Plan/ACPP-IDEAC Presentation

Institutions working in Haiti partnered with local organizations and projects concentrate on DRM capacity building in very vulnerable urban and peri urban communities. Some of the areas of project intervention in Haiti can be seen in Figures No. 7 and 8.



Fig No. 7 Haiti Project
Source: Concern Presentation

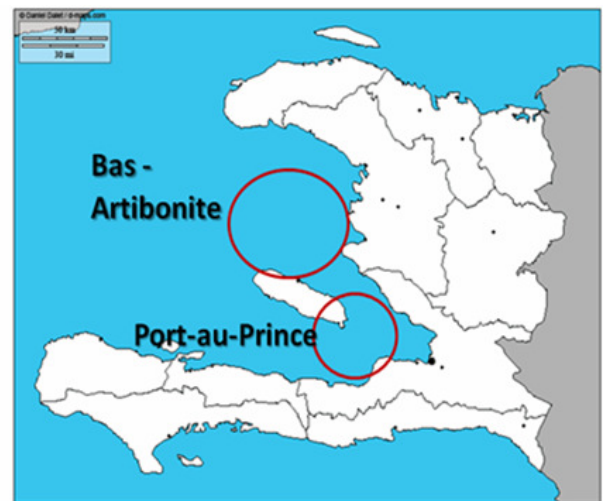


Fig. No. 8. Haiti Project
Source: French RC

In Jamaica, a partnership between HELPAGE and Jamaican Red Cross will support capacity building at the local level for hurricane and flood hazards.

5.4 Collaboration and Synergy

The DIPECHO 2011-2012 Action Plan for the Caribbean highlights the need for the establishment of collaboration and the implementation of mechanisms to harmonize and align common initiatives between projects. Following presentation Guidelines from Workshop organizers, regional projects identified characteristics that could facilitate coordination at different levels and also specific areas of collaboration and synergies in areas in which projects have best practices and/or experience,

IFRC identified the following capacities to support collaboration:

- ✓ vulnerability and capacity assessments
- ✓ building of mitigation infrastructure
- ✓ preparedness plans
- ✓ inter organization collaboration activities and planning
- ✓ preparation of country documents, amongst others.

PAHO identified capacity in the development and use of the

- ✓ safe hospital index

UNISDR identified the areas of:

- ✓ common key indicators
- ✓ country document structure and guidelines
- ✓ preparation of country documents

National projects in their presentations mentioned many and varied areas of possible collaboration based on project best practices, experiences and needs and proposed the following initiatives for coordination activities between national / local authorities and response organizations as well as academic institutions.

- Sharing of tools:
 - ✓ school emergency preparedness plans
 - ✓ shelter management plans
 - ✓ seismic risk assessments
 - ✓ risk mapping
 - ✓ early warning systems
 - ✓ mainstreaming gender, environment issues and territorial management into disaster work
- Training and capacity building for special groups.

5.5 Coordination with Regional Organizations: CDEMA

The DIPECHO Action Plan also seeks to align with existing regional initiatives in DRR. **The Caribbean Disaster Emergency Management Agency, CDEMA, presented a framework of regional and national DRR actions with which DIPECHO activities could collaborate and align.** CDEMA identified areas of collaboration to align regional DIPECHO activities with their Comprehensive Disaster Management strategy, CDM. CDEMA successfully identified specific results and objectives from the three regional DIPECHO projects that align with CDEMA activities. This framework is a major input for possible and effective collaboration. CDEMA also identified collaboration possibilities regarding country documents, considering that these are an instrument for advancing DRR in the region. Collaboration possibilities also considered the Safe Schools Program and activities in the areas of communication and information and early warning systems for floods. Table No. 3 shows the details of the proposed framework.

Table No.3 CDEMA Common Areas and Potential Synergies between DIPECHO Supported Activities and DRR Actions at Regional, National Level

DIPECHO LOG FRAME – RESULT AREA	CDM STRATEGY RESULT AREAS	CDEMA SYSTEM ACTIVITIES
IFRC		
R1. Vulnerable communities have increased knowledge, skills and resources to conduct disaster mitigation, preparedness and response activities	4.3 Communities more aware and knowledgeable on disaster management and related procedures including safer building techniques	Civil Society Sector Sub-Committee to standardize and harmonize tools for CBDM inclusive of CCA Model Community-based Climate Change and Disaster Risk Reduction Programme and tools. Community Programme with a focus on CC related issues. Intend to expand to look at all hazards. Community Preparedness Tool kit which focuses on addressing gaps in existing tools. CBDM Training as determined at the country level, using OFDA or IFRC materials and tools –This is supported through direct country funding.
R4. The Red Cross has enhanced disaster risk management capacity in the Caribbean	4.1 Preparedness, response and mitigation is enhanced among public, private and civil sector entities for local level management and response.	Development of a Community DRR Framework for the calculation of community risk, prioritization of community for interventions, Development of CCA/DM integration tool for use at the community level
R2. The hazards threatening individual vulnerable households have been mitigated through small scale infrastructure initiatives	4.4 Standardized holistic and gender sensitive community methodologies for hazard identification, mapping...	Small scale mitigation interventions as part of the Community DRR Framework and Development of Community Disaster Plans.
R3. Four National Societies have pre-positioned stocks available in strategic locations for disaster response	1.5 Improved coordination at national and regional level for disaster management	SRFP strengthening including augmentation of inventory in warehouses. Development of SOPs, Protocols and Standards which will assist in monitoring and mobilization of relief and Upgrade of ICT and Communications Infrastructure to include a Relief Supply Tracking Software (RSTS). Testing is occurring right now and training in the use of the system is planned.
UNISDR		
R1. Overall orientation and guidance in consultative processes for the identification and implementation of a unified reporting mechanism surrounding DRR in the Caribbean region by Dec. 2012.	1.6 System for CDM Monitoring, Evaluation and Reporting being built.	Development of an MER Framework for the Enhanced CDM strategy. Indicators developed for all results and baseline developed. National level Baseline Reports developed. It is mapped to the HFA Monitor. Developed standards for CDM Capacity of national and regional institutions and

		<p>a process for assessment of these capacities and reporting on several tools to include HFA Monitor, The PAHO Tool, and OECS Bench Marking Tool etc.</p> <p>Next Steps: development of web-based data base to aid reporting and data collection across the region</p> <p>Recommend that the tools developed by CDEMA are examined and discussed for best use by UNISDR</p>
PAHO		
R3. Hospitals in the Caribbean strengthened to respond to emergencies and disasters	<p>3.4 Prevention, Mitigation, Preparedness, Response, recovery and rehabilitation procedures are developed and implemented in the tourism, health, agriculture and nutrition, planning and infrastructure sectors.</p>	<p>Caribbean Health Disaster Risk Reduction (CHDRR) Committee which functions as the Health Sector Sub-Committee of CDM Coordination and Harmonization Council (CHC)</p> <p>PAHO spearheads and coordinates response related specifically to health disaster in the CDEMA system</p> <p>Initial dialogue has started with CHDRR on Health EOC standards for operations and training.</p>

5.6 Monitoring DRR

Best practices and lessons learned have allowed the different partners to identify tools to monitor and report on DRR progress at regional and national and local levels, and thus address one of DIPECHO's key issues for the 2011-2012 Action Plan: measuring achievement. Table No.4 indicates these tools and the objectives they can achieve.

Table No.4 Tools to Monitor and Report on DRR Progress at Regional, National and Local Levels

Partner	Tool	Objective
IFRC Caribbean Red Cross Societies	<p>"Community Baseline and End Line Assessment"</p> <p>"Tool for Selecting Vulnerable Communities in the Caribbean"</p>	Tool for monitoring and reporting and an important collaborative possibility
UNISDR	<p>Matrix of common key indicators for monitoring</p> <p>LG-SAT</p> <p>Country Documents</p>	<p>Build on and support existing initiatives</p> <p>Support effective capacity building</p> <p>Support development of country profile formats and country profiles</p>
Dominican Republic DIPECHO partners Plan- ACP	"Knowledge, Attitude and Practice Survey KAP"	A baseline assessment tool that can be an important input for country documents.
ECHO	<p>-Strategic perspective for the development of common indicators</p> <p>-Development of country documents</p>	Collaborative process; .tools for determining investment priorities in the different countries, assessment of vulnerabilities to hazards existing capacities.

6. Results

There are two main expected workshop results: **a common action plan aimed at improving coordination amongst DIPECHO partners** and **a matrix of actions and contributions to the development of country documents as a common area of collaboration**. The common action plan and the input for development of country documents are the product of the 2 workshop group sessions, corresponding to two workshop moments: identification of areas of collaboration and implementation of mechanisms to harmonize and align common initiatives and identification of potential synergies between DIPECHO activities and DRR actions at regional, national level: the country documents as an instrument to strengthen DRR in the region. The methodology implemented for these group sessions was presented in chapter 4 of this report.

6.1 Workshop Result # 1. DIPECHO Caribbean Collaborative Project Action Plan 2011-2012

Partners identified activities and organized a work plan with agreed dates, places and responsible institutions, around 3 main areas of collaboration: (See Chapter 4 for details): 1) Communication/Information; Advocacy/Governance/Coordination; 2) Health and Training/Education and DRR; 3) Urban Risk. The specific issues around which common activities have been planned include: 1) training and education; 2) documents, studies or methodologies; 3) events campaigns, community activities, public mobilizations; 4) handing over/sharing of goods and services. The tables below show the collaborative activities in each are of the **Common Action Plan**.

**Table No.5 Group #1 Collaborative Actions in Communication/Information;
Advocacy/Governance/Coordination**

Areas for Collaboration	Proposed Activity Date/Place	Contributing Project Initiative Name of Organization
Training/Education <ul style="list-style-type: none"> • Topics • Training materials to be used and /or developed • To whom will this be directed? Who will participate? 	Improve project communication at the community level. Request to ECHO for a training session for project communicators. When: November- December 2011	IFRC/CDEMA/Plan Dominicana/ACPP CDEMA is not implementing a DIPECHO supported project. But participated in the workshop providing a regional perspective of the possibilities for collaboration between the DIPECHO supported Projects and on - oing implementation of the CDEMA work programme.
Documents, Studies and/or Methodologies <ul style="list-style-type: none"> • Production • Reproduction • Purpose • For whom? 	Country profiles: Create a communication group to share experience and existing tools. <ul style="list-style-type: none"> ✓ Name a focal point for each country ✓ Understand the scope/purpose of the country documents ✓ Share ToR for development ✓ Discuss process and challenges ✓ Discuss formats ✓ Discuss ownership and use When/where: <ol style="list-style-type: none"> 1. Continue discussion at this regional workshop(next day group session) 2. Skype meeting of project partners in late November 3. Face to face meeting at CDEMA regional Conference, 1st week December 2011in Trinidad. 	IFRC/CDEMA/Plan Dominicana/ACPP
Handing over/sharing of goods and services: *Technical assistance * Equipment *Infrastructure *For Whom?	Create a network of project partners to facilitate assistance and to be able to share best practice for Community project officers Inputs: <ul style="list-style-type: none"> ✓ Plan's interactive toolkit at the community level. ✓ Plan' s Pacific experience ✓ CDEMA and Caribbean Catastrophe Risk Insurance Facility When: Start discussion during skype meeting in late November. Network working through Google groups by beginning of 2012. Establish an ECHO partner's "e-newsletter" for the region. When: Discuss 1 st week December at CDEMA workshop, establish by march 2012.	IFRC/CDEMA/Plan Dominicana/ACPP

Table No.6 Group #2: Collaborative Actions in Health and Training/Education and DRR

Areas for Collaboration	Proposed Activity Date/Place	Contributing Project Initiative Name of Organization
Training/Education <ul style="list-style-type: none"> • Topics • Training materials to be used and /or developed • To whom will this be directed? Who will participate? 	Training: Information on ongoing training activities in the region as opportunities for various projects to participate <ol style="list-style-type: none"> 1. Safe Hospitals Projects (Capacity Building) – DR (Phase 2) – accreditation and certification to be granted by MOH and University: <i>No new tool being developed</i> 2. DP Training: for persons with chronic illness, shelter management (storing medication) – ToT in November 2011; January – June 2012 (Training at community level): <i>material not developed as yet (training manual to be developed)</i> 3. WATSAN: TBC 4. CBHFA: Using existing RC methodology (<i>Dutch, French, English and Spanish</i>) In Suriname and Trinidad and Tobago 5. Epidemic Control for Volunteers (ECV) and Water & Sanitation/HP Household Preparedness: <i>14-15 November in Trinidad: using existing tool in 4 languages (English, Spanish, French and Dutch)</i> 6. First Aid Training (for CDRTs, NITs): 7. Various capacity building community training activities with Municipalities to establish linkages b/w community and municipal authorities. Dominican Republic (using existing methodologies e.g. DR Red Cross; Dominican Seismic Institute, UNICEF Safe Schools – USAID/OFDA) 8. ‘Helping to Heal’ and ‘Return to Happiness’: <i>possible merging of the tools (date TBC)</i> 9. VCA: <i>ToT (November 2011)</i> 	<ol style="list-style-type: none"> 1. PAHO 2. Help Age 3. IFRC 4. IFRC 5. IFRC 6. IFRC 7. IDAC: (local consortium in DR-ACPP and Plan UK) 8. IFRC & UNICEF 9. Help Age and Jamaica Red Cross

Documents, Studies and/or Methodologies <ul style="list-style-type: none"> • Production • Reproduction • Purpose • For whom? 	Existing Documents, Studies and/or Methodologies to be shared: <ol style="list-style-type: none"> 1. <i>Safe House Module</i> 2. <i>Community Selection Tool</i> 3. <i>Cash Program Training</i> 4. <i>Caribbean CCA Toolkit: developed, adapted, being piloted</i> 5. <i>Baseline/KAP Survey</i> 6. <i>Seismic risk mapping</i> <p>When: Upload and place on line and /or send directly to partners.</p>	Documents, Studies and/or Methodologies Regional partners <ol style="list-style-type: none"> 1. IFRC (collaboration with IDAC) 2. IFRC (possible collaboration with IDAC) 3. IFRC 4. CDEMA & IFRC 5. IFRC 6. IDAC
Events, Campaigns, Community activities, Public mobilization <ul style="list-style-type: none"> • Purpose • Logistics • Strategies/materials • International dates • Workshops • Simulation exercises • For whom? 	<ol style="list-style-type: none"> 1. Commemoration of ‘special days’: Activities to be shared for possible implementation in other countries by the projects. Partners will share experience and materials. <ul style="list-style-type: none"> - 1a. IDRR Day: ‘Movie Night/Forum’ (September 2011) & Focus on Children activity (October 2011); Certificate Training activity for National Emergency Commission (TBC: 2012); Seismic Workshop (August 2012) - 1b. IDRR Day: Launch of World Disaster Report (possible dissemination of WDR with more partners) - 1c. World Aids Day (December 2011) - 1d. Int’l Day of Volunteers: Raise visibility and conduct training for RC volunteers - 1e. World Health Day (April 2012): No theme identified as yet - 1f. DP day – Expo/activities (May 2012) - 1g. Regional Public Service Announcement (PSA): to commemorate IDRR day (October 2012) - 1h. Information activity with focus on DRR & non-communicable diseases (TBD) <p>When: Information and materials sent ahead for December 2011 activities by mid November.</p>	<ol style="list-style-type: none"> 1a. Regional partners IDAC 1b. Regional partners IFRC/Caribbean Red Cross NSs 1c. Regional partners Caribbean Red Cross NSs 1d. Regional partners Caribbean Red Cross NSs 1e. Regional partners PAHO 1f. Jamaica ODPEM & Help Age, Jamaica and St. Vincent RC NS 1g. All DIPECHO Partners 1h. Jamaica Help Age, PAHO, Red Cross
Handing over/sharing of goods and services <ul style="list-style-type: none"> • Technical assistance • Equipment • Infrastructure • For Whom? 	<ol style="list-style-type: none"> 1. Logistics Supply System (LSS) to assist countries in managing their emergency supplies: software and training available 2. Procurement of commonly used items (health items needed in times of disaster) e.g. WATSAN supplies, etc. 3. To identify 2 additional locations to preposition supplies (in addition to Panama) <p>When: Shared online where possible; dates for</p>	<ol style="list-style-type: none"> 1. Regional PAHO 2. " PAHO 3. "PAHO 4. Jamaica Help Age 5. Jamaica Red Cross

	training and identification of locations to be determined.	
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Table No.7 Group # 3 Collaborative Actions in Urban Risk

Areas for Collaboration	Proposed Activity Date/Place	Contributing Project Initiative Name of Organization
Documents, Studies and/or Methodologies <ul style="list-style-type: none"> • Production • Reproduction • Purpose • For whom? 	<p>Sharing of existing documents and development of documents to be shared online</p> <p>1 Systematization of the implementation of a Technical Unit for civil servants at municipal level in the (municipal DRR unit) and coordination mechanisms and activities among different institutions/sectors at local level in the Dominican Republic. (Result of last ECHO-ACPP). We could suggest joint event with ACPP experts.</p> <p>2. Working with existing associations in urban communities on capacity building towards sustainability. One area of work is the implementation of EWS in urban areas. Sharing existing documents: Oxfam America: El Salvador, South America.</p> <p>Sharing of existing experiences: use of sirens; EWS teams in communities; implementation of tap tap in Haiti.</p> <p>3. Use planned Field visits to Videotape experiences with urban communities and share online.</p> <p>When: Share online where possible. December for determining dates of joint event.</p>	<p>Dominican Republic ACPP, CARITAS, PLAN UK-Dominican,</p> <p>Haiti COOPI (IRD), ACF, CONCERN, CR-FR</p>
Events, Campaigns, Community activities, Public mobilization <ul style="list-style-type: none"> • Purpose • Logistics • Strategies/materials • International dates • Workshops • Simulation exercises • For whom? 	<ul style="list-style-type: none"> • Technical unit of civil servants at municipality level (municipal DRR unit) to be added to Resilient Cities Campaign events • DRR education campaign in schools. Tools to be used: <ul style="list-style-type: none"> ✓ Game of emergency simulation for youth – competition. ✓ Land-risk game ✓ Youth recreational spaces <p>When: to be determined</p>	<p>Haiti COOPI, ACF, French Red Cross, Dominican Republic Plan UK-Dominican</p> <p>COOPI</p>

6.2 Result #2 Country Documents and Strengthening of DRR in the Caribbean

Country Documents have as main objectives:

- To guide initiatives in Preparedness and also mitigation , prevention and DRR

- To prioritize areas for investment funding
- Promote Collaboration with national authorities.

They are a planning tool for all involved: state/government institutions and organizations, international cooperation agencies and international and national nongovernmental organizations.



Participants were invited to provide inputs regarding two important aspects of country document elaboration: process and content. The results of the group discussions are summarized in the table below.

Table No. 8 Suggestions on Process and Content for Country Documents

Guiding Views	Process	Content
Group # 2 Guiding Views are unique. 1. Process and content affect each other. 2. Engage partners that include National Disaster Office, CDEMA and other organizations own the process. 3. Existing processes, such as CDEMA industry audits and others, can be considered and linked into country documents. 4. The Process will be different from content. 5. Content should be a standardization. 6. The process has to engage the local level. 7. Country Documents should be linked into development strategies.	Process 1 1. Consider country uniqueness. 2. Engage partners / build <i>Country Profile</i> . 3. Collection of secondary data. 4. Review of data collection / CDEMA as a regional actor with country audits experience, and also other regional actors. framework At the same time engage NDO docs e.g. Seismic, Drainage 5. Initial identification of partners & stakeholders and approach academic institutions Country Technical Team • National Disaster Office led – that has already been done. o Red Cross 6. Hold a consultation meeting. 7. Form steering committee with focal points NDO and DIPECHO partners. o Agriculture o Health o Planning & Development 8. Create a Technical Team with members of the Steering Committee for data analysis. o Define <i>benefits</i> to partners Process 2	<ul style="list-style-type: none"> • Risk assessments. • National and local risk perception matched to actual data Should be determined by what is easy to access and maps Should include impacts and potential impacts. Include case studies to link human interest. <ul style="list-style-type: none"> • Risk profile • DRR strategy • Content 2 • Strategic intent / recommendations <ul style="list-style-type: none"> o Link to development plans, strategies • How will progress be monitored <ul style="list-style-type: none"> o Preferably within existing instruments

	<ul style="list-style-type: none"> • Determine <i>output</i> and <i>responsibilities</i>. • Engage consultant / country liaison officer <ul style="list-style-type: none"> ○ Perhaps multi-country approach • Set work schedule and areas for collaboration. • Engage local level Parish/ Districts /municipality. 	
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<p>Group #3</p> <p>1. Other regional processes and experiences should be taken into consideration.</p> <p>2. The process and content should be validated by national and local authorities.</p> <p>3. The document has a sector perspective.</p> <p>4. Countries differ in their territorial organization so national / local scales should be adjusted to each situation.</p> <p>5. Existing official (and non official) instruments could be used for country document data collection.</p> <p>6. Country Document seen a general guide general for institutions, ngos , which can then be broadened for specific institutional/organizational purposes.</p>	<p>1. Carry out country consultations at central and local levels, in which hazards, capacities and priorities following sector specific criteria and analyzed according to the different territorial scales.</p> <p>2. National authorities as well as academic, technical and scientific institutions should be included in the process.</p> <p>3. Preparation of methodology, and research tools and instruments which should be validated by national authorities.</p> <p>4. Preparation of a matrix for data collection and analysis at the different national levels.</p>	<p>1. Country context using existing social indicators, official country indicators.</p> <p>2. Vulnerability assessment and presentation of vulnerability and capacity indicators</p> <p>3 Capacity analysis, mapping of capacities</p> <p>4. Indication of existing data bases on assessments: vulnerability and capacity and others.</p> <p>5. Indication of existing toolkits</p> <p>6. Crosscutting themes that the country document should integrate are:</p> <ul style="list-style-type: none"> ✓ gender ✓ environment ✓ climate change adaptation <p>7. Recommendations:</p> <ul style="list-style-type: none"> ✓ few ✓ geographical area and topic specific
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6.3 Result # 3 Parallel meetings

The Workshop's agenda included the facilitation of a space to be used by ECHO and DIPECHO partners for discussion and coordination of future activities; in this space three meetings were arranged:

1. Making Disaster Resilient Cities Campaign

UNISDR presented the Campaign to interested participants.

2. Regional Caribbean Seismic Risk Conference

DIPECHO project partners from the Dominican Republic and Haiti discussed the organization of a Seismic Risk International Seminar to be carried out in mid 2012. The DIPECHO Dominican Republic projects deal with seismic risk in urban areas and have included this Seminar as a project activity. The Haitian DIPECHO partners are an interested group due to their experience with the past earthquake in the country. The Seminar would have an island perspective. The group decided to continue meeting in order to elaborate a concept paper and a preliminary Seminar Program, consider budget and speakers and participants. The Seminar is intended to capture the attention and have assistance from the region. The Regional Caribbean Seismic Risk Conference could be held in Santiago de los Caballeros.

3. UNISDR/IFRC/CDEMA/PAHO DRR Indicators and Country Documents

The discussion centered on **risk priority indicators** and their link and input to country documents. Information and views were shared regarding the importance of these instruments to advance DRR in the region and the role that each organization can play. The following suggestions and information was given:

Information:

- ✓ CDEMA informs that they produced baseline for the indicators of Monitoring Evaluation and Reporting system for the regional Comprehensive Disaster Management Strategy that can be shared and could input country profiles or documents. Country specific baseline reports can be accessed from the nation disaster offices.

Suggestions:

- ✓ ECHO suggests that Country Documents would be the instrument to define indicators for action based on risk priorities. Country Documents could be based on a simple risk assessment with potential scenarios.
- ✓ UNISDR considers there should be a look at all existing indicators in the region in order to develop common key indicators.
- ✓ There should be a consultation of literature on the topic of constructing regional common key indicators.
- ✓ There should be more sharing of information between partners on existing ideas and visions around indicators and country documents.
- ✓ Regarding country document consultation process, it is suggested that the consultant should work closely with IFRC.

7. Conclusions and Commitments

Workshop participation included representation of DIPECHO regional partners and all DIPECHO national project partners. This is a significant indicator of the importance given to initiating the 2011-2012 DIPECHO Action Plan for the Caribbean region in coordination and collaboration.

The workshop allowed for DIPECHO regional partners to analyze the role DIPECHO can play in advancing disaster risk reduction in the Caribbean region and the possibilities for all partners, national and regional authorities and beneficiaries to collaborate in this respect.

1. An overview of the DIPECHO Action Plan for the Caribbean

ECHO and CDEMA presented frameworks and a general overview of their actions in the region, the characteristics of the 2011-2012 DIPECHO Action Plan and the ways in which regional partners IFRC, PAHO UNISDR, and their specific actions through DIPECHO initiatives work together.

National and regional partners presented the basic characteristics of DIPECHO projects: partners, main project indicators, hazards/sectors addressed, geographical location and beneficiaries. The collaborative effort to partner at regional and national and local levels was evident in project design and proposed implementation plans.

2. Identification of areas of collaboration and implementation of mechanisms to harmonize and align common initiatives

Regional and national partners presented possible areas of collaboration and synergy through project activities designed for this year's action plan. Based on this, regional and national partners, together in work groups were able to produce a collaborative action plan for 2011-2012 in the areas of urban risk, communication and information, advocacy/governance/coordination and health/training and DRR.

The workshop was able to comply with the main objective: A collaborative Action Plan for 2011-2012 defined and to be carried out by regional and national partners working together.

Commitments: The Action Plan establishes specific actions and activities, dates for implementation and specific responsible institutions. Collaboration commitments were made by Group #1 regarding Communication /Information, Advocacy; Governance and Coordination in the areas of: training and education/ documents, studies and/or methodologies and handing over and sharing of goods and services. The main activities stemming from this collaborative Action Plan refer to supporting projects with communication at the community level: Request to ECHO for a training session for project communicators, to be carried out by IFRC/CDEMA/Plan Dominicana/ACPP, in November-December 2011; Create a communication group to share experience and existing tools, including country documents, to be carried out by IFRC/CDEMA/Plan Dominicana/ACPP within the coming months, and create a network of project partners to facilitate assistance and to be able to share best practice for Community project officers, and establish an ECHO partner's "e-newsletter" for the region, also to be carried out by the same organizations by march 2012. (See Table No. 5 for more details.)

Group #2 on Health and DRR/Training and DRR made commitments around the areas of: training and education/documents studies and or methodologies / events, campaigns, community activities and handing over and sharing of goods and services. The main collaborative activities refer to participating in ongoing regional health/education and DRR related training activities, sharing of existing tools and materials, and participating in ongoing campaigns and celebrations of international dates regarding health, educations and DRR. The organizations responsible are PAHO, Helpage, IFRC, IDAC, ACPP, PLAN, and Jamaican Red Cross. These training activities are ongoing throughout 2011-2012. (See Table No.6 for details)

Group # 3 on Urban Risk proposed commitments in the areas of documents/studies and or methodologies and events/ campaigns, community activities. The main collaborative activities referred to the sharing of existing documents and experiences on line. These include:

- The existing systematization of the implementation of a Technical Unit for civil servants at municipal level in the (municipal DRR unit) and coordination mechanisms and activities among different institutions/sectors at local level in the Dominican Republic;
- Experiences with the implementation of EWS in urban areas;
- Work experiences with existing associations in urban communities on capacity building towards sustainability;
- The videotaping of experiences with urban communities during field visits to share online.

Other activities deal with supporting campaigns and community activities such as the Resilient Cities Campaign and DRR education in schools. The organizations responsible for these commitments are ACP, CARITAS, PLAN, COOPI (IRD), ACF, CONCERN, and CR-FR., (See Table No. 7 for details)

It is very important to create follow up mechanisms to the collaborative Action Plan.

3. Identification of potential synergies between DIPECHO activities and DRR actions at regional, national level: the country documents as an instrument to strengthen DRR in the region

Regional experiences in DRR and tools for monitoring and evaluation were presented by ECHO, IFRC, PAHO and UNISDR. These tools and experiences are an important support to the process of producing country documents. The production of country documents, specifically suggestions on how the process for this should be carried out and what basic content is important to consider, were discussed in the second workshop group session. **Pertinent suggestions on process and content to guide production of country documents are the workshop's second important result.** Groups recognized that there are guiding views behind the production of a country document. How process and content interact and affect each other, the uniqueness of countries, the involvement and appropriation by national official organizations of the country documents, funding, and the data production capacity of countries, are some of these guiding views. Process and content input suggested by the working groups coincide in important points and this is an important guide for the production of a common country document format for the region. (See Table No. 8 for details)

Commitments: Results of the work groups on Country Documents imply that ECHO and UNISDR will be taking into account the suggestions made to carry forth their work regarding project development of country documents within the DIPECHO 2011-2012 Action Plan. Input from the parallel meeting on country documents is also important, specifically regarding the UNISDR consultation process.

4. Facilitation of space for exchange between DIPECHO partners

Parallel meetings were useful spaces for discussing interests and creating synergies for future action and sustainability of agreements and commitments in the areas under discussion at these meetings.

Commitments: The meeting around the Regional Caribbean Seismic Risk Conference agreed to continue meetings for planning and coordination of the event to be carried out in mid 2012 and to distribute responsibilities regarding funding and organization.

The meeting on the development of a Matrix of Common Indicators as input for Country Documents which involved ECHO, IFRC, UNISDR, and PAHO will continue to share information and discuss procedures and one instance for this is the upcoming CDEMA Caribbean Regional Workshop in December 2011.

8. Workshop Evaluation

On the second day of the Workshop participants were asked to fill out an evaluation form which considered the following items:

- Workshop Objectives
- Assessment of the Different Sessions
- Logistics
- Overall Workshop Assessment

Preliminary results were shared with the participating group in order to receive feedback or comments. The final evaluation results were as follows:⁹

2011-2012 DIPECHO Action Plan for the Caribbean Regional planning workshop 24 - 25 October 2011 - Santo Domingo, Dominican Republic Workshop evaluation							
How would you rate the following (place a check mark in the appropriate column)? N/A, 1 =Strongly agree, 2 = Agree, 3 = Disagree, 4 = Strongly disagree							
			Answers				
			N/R	1	2	3	4
<u>Objectives</u>	1	Exchange of information, experiences and lessons learned between participants	0.00%	28.57%	66.67%	4.76%	0.00%
	2	Discussions and delivery of substantive outputs	0.00%	9.52%	76.19%	14.29%	0.00%
	3	Strengthening ties in your community of practitioners	0.00%	33.33%	52.38%	14.29%	0.00%
	4	Enabling you to bring new knowledge and practices to your colleagues and projects	5.00%	45.00%	45.00%	5.00%	0.00%
<u>Assessment of sessions</u>	5	Presentation of regional DIPECHO projects	4.76%	47.62%	33.33%	14.29%	0.00%
	6	Presentation of national DIPECHO projects	4.76%	42.86%	42.86%	9.52%	0.00%
	7	Practical guidelines for the implementation of DIPECHO projects	10.00%	20.00%	65.00%	5.00%	0.00%
	8	Group work on common areas of collaboration	0.00%	19.05%	52.38%	19.05%	9.52%
	9	Tools to monitor and report on DRR progress at regional, national and local level	0.00%	28.57%	66.67%	4.76%	0.00%

⁹ See annex for complete evaluation results.

	10	Experience in the preparation of ECHO country profiles/documents and general guidelines for its development	0.00%	47.37%	47.37%	5.26%	0.00%
<u>Logistics</u>	11	Meeting venue	0.00%	57.89%	31.58%	5.26%	5.26%
Was the workshop well organized regarding the following arrangements	12	Lunches, breaks	0.00%	55.00%	40.00%	5.00%	0.00%
	13	Pre-workshop information	0.00%	40.00%	25.00%	35.00%	0.00%
<u>Overall workshop assessment</u>	14	The event was excellent and worth the time and funds to participate	5.26%	21.05%	57.89%	15.79%	0.00%
Was the workshop worth of its time and expenses?	15	The cost-benefit was insufficient to justify the event	16.67%	11.11%	16.67%	38.89%	16.67%

9. Annexes

Annex 1. Workshop Agenda

**2011-2012 DIPECHO Action Plan for the Caribbean
Regional planning workshop
24 - 25 October 2011 - Santo Domingo, Dominican Republic**

Background

The International Strategy for Disaster Reduction (UNISDR), together the Pan-American Health Organization (PAHO/WHO), the International Federation of Red Cross and Red Crescent Societies (IFRC), and national DIPECHO partners, have organized the 2011-2012 DIPECHO regional planning workshop, which will be held in Santo Domingo, Dominican Republic, on October 24th-25th. This workshop is organized within the framework of the 2011-2012 DIPECHO Action Plan for the Caribbean, which is funded by The Humanitarian Aid department & Civil Protection of the European Commission (ECHO).

The 2011-2012 DIPECHO Action Plan for the Caribbean establishes as one of its components the promotion of a close coordination among implementing partners, allowing the programming of common activities and outcomes as well as the exchange of experiences and tools and the harmonization of practices. These coordination efforts should be guided by the principle of building over the existing initiatives.

The UNISDR has successfully prepared the initiative, “Strengthened Disaster Risk Reduction in the Caribbean at the Subregional, National and Local Levels”, within the context of the 2011 – 2012 DIPECHO Action Plan to address improved coordination, sharing of experiences and harmonization. This initiative has been developed following an assessment of the 2009-2011 national progress reports submitted in 2010 by national ISDR / Hyogo Framework For Action (HFA) focal point agencies from 11 Caribbean countries; the 2009-2011 Subregional HFA progress review reports submitted by the Caribbean Disaster Emergency Management Agency (CDEMA) and UNDP¹⁰ Barbados and the OECS; reports outlining national and regional priority areas by CDEMA participating members States’ under the Comprehensive Disaster Management Framework; and the Regional Platform for DRR in the Americas and on UNISDR biennial work plan 2010-2011.

Objective

The main objective of the workshop is to establish coordination mechanisms among relevant authorities, national and regional DIPECHO partners and other relevant counterparts

¹⁰ Caribbean implementation of the Hyogo Framework For Action HFA – Midterm review; Disaster risk reduction centre University of West Indies, United Nations Development Programme, 2011

enabling a more efficient and effective implementation of the DIPECHO action plan for the Caribbean.

The initial consultation workshop would allow leveraging opportunities to foster collaboration among DIPECHO projects through the aligning and harmonization of their individual work plans.

Methodology

Four main moments:

1. An overview of the DIPECHO Action plan for the Caribbean
2. Identification of areas of collaboration and implementation of mechanisms to harmonize and align common initiatives
3. Identifying potential synergies between DIPECHO activities and DRR actions at regional, national level: the country documents as an instrument to strengthen DRR in the region
4. To facilitate space for exchange between DIPECHO partners

Participants

Participants will be implementing agents for 2011-2012 DIPECHO initiatives, beneficiaries from the respective countries and regional partners. Specifically:

- Regional IGOs
- National representatives
- DIPECHO partners
- National focal point agencies

Agenda Day 1			
	Activity	Methodology	Responsible
08:30–09:00	Registration		Organizing committee
09:00–09:20	ECHO welcome Opening remarks <ul style="list-style-type: none"> • Regional representative • UNISDR representative • Country representative 		Organizing committee / Facilitator
09:20–09:30	Workshop agenda: objectives, expected results methodology	Plenary session	Facilitator
Overview DIPECHO Action Plan for the Caribbean			
9:30–10:15	The 2011-2012 DIPECHO Action Plan for the Caribbean: priorities, expected results	Plenary presentation	ECHO
10:15–11:00	Presentation of regional DIPECHO projects 2011-2012 <ul style="list-style-type: none"> • PAHO • IFRC 	Plenary presentation, 10 minutes each, 10 minutes	Regional partners

	<ul style="list-style-type: none"> UNISDR 	for a Q&A session	
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Agenda Day 2			
	Activity	Methodology	Responsible
Potential synergies between DIPECHO activities and DRR actions at regional, national level			
8:30 – 9:00	PROB/ONM/ONICEF, Croix Rouge Française, Netherlands Red Cross DIPECHO activities within the framework of regional and national DRR actions	Q&A (to projects) Presentation in plenary	CDEMA
12:30-13:00 9:00–10:00	Practical guidelines for the implementation of DIPECHO projects: Tools to monitor and report on DRR progress at regional, national and local level	Plenary presentation Presentation in plenary	ECHO IFRC/PAHO/ UNISDR
13:00-14:00	LUNCH		
10:00-10:30	Experience in the preparation of ECHO country profile/donor of mechanisms to harmonize and align common initiatives	Plenary – Q&A session	ECHO - Facilitator
Areas of collaboration and implementation of mechanisms to harmonize and align common initiatives			
10:30–10:45	Coffee Break		
10:45-11:30	Group work: DIPECHO actions (common areas of collaboration) and contributions to the development of the country documents	Expected results Group work	Facilitator
14:10-16:00	Group work: matrix of common areas of collaboration:	Group work	Facilitator
11:30-12:30	Plenary	Plenary	Facilitator
16:00-16:15	Coffee Break		
12:30-13:00	Conclusions and final comments	Plenary	Facilitator, DIPECHO
16:15 -17:15	Plenary - conclusion	Plenary presentation, Q&A session	Workgroups/ facilitator
13:00–14.00	LUNCH		
Space for exchange between DIPECHO partners			

14.00 – 15.00	Action plan: parallel meetings for coordination of activities among DIPECHO partners	To be defined by each partner	
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Annex 2.List of participants

	País/country	Institución/Institution	Nombre/name	Apellido/Surname	Email	Firma/Signature
	Barbados	CDEMA	Cisne	Pascal	cisne.pascal@cdema.org	
	Grenada	National Disaster Management Agency	Benedict	Peters	nadma@spiceisle.com / bouncing98@hotmail.com	
	Barbados	Pan American Health Organization PAHO OPS	Lealou	Reballos	reballo@cpc.paho.org	
	Trinidad and Tobago	IFRC and Red Crescent Societies	Nicole	Williams	nicole.williams@ifrc.org	
	Surinam	Netherlands Red Cross	Mieke	Van Poucke	mvanpoucke@redcross.nl	
	Barbados	Red Cross Caribbean disaster risk management resource center	Reynette Paula	Royer	reynette.royer@ifrc.org	
	Trinidad and Tobago	IFRC	Dara	Healy	dara.healy@ifrc.org	
	Trinidad and Tobago	IFRC	Patricia Marylee	Ellis	Marylee.ellis@ifrc.org	
	France	Cruz Roja Francesa	Guillaume	Bouveyron	gbouveyron@hotmail.com	
	Finland	Finnish Red Cross	Miia	Pollanen	miia.pollanen@redcross.fi	
	Barbados	Barbados Red Cross Society	Tamara	Lovell	tamaralovell@gmail.com	
	Jamaica	Regional Representative HelpAge International	Jeffrey	James	jefjam@cwjamaica.com; jjames@helpageinternational.org	

	Jamaica	HelpAge International	Julian	Mackoy	julianmckoy@yahoo.com, jmckoy@helpageinternational.org	
	Haiti	DRR Coordinator Croix-Rouge Francaise	Charlotte	Boutboul	delegue.drr.haiti.frc@gmail.com	
	Haiti	DRM Coordinator Action Contre la Faim France ACF-FR	Alvaro	Pascual	coordodrm@ht.missions-acf.org	
	Haiti	DIPECHO project manager - Action Contre la Faim France ACF-FR	Jennifer	Pauc	cdm_haiti@ht.missions-acf.org	
	Haiti	Concern Worldwide	Stephan	Dona	stephan.dona@concern.net	
	Haiti	Concern Worldwide	Giulia	Bazziga	giulia.bazziga@concern.net	
	Haiti	Focal point DRR - Cooperazione Internazionale COOPI	Tizania	Vicario	vicario@coopi.org	
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	Panama	UNISDR	Ruben	Vargas	rvargas@eird.org	
	Panama	UNISDR	Margarita	Villalobos	m.villalobos@eird.org	
	Panama	UNISDR	Ricardo	Mena	r.mena@eird.org	
	País/country	Institución/Institution	Nombre/name	Apellido/Surname	Email	Firma/Signature
	Dominican Republic	Director de la Defensa Civil y Presidente de la Comisión Nacional de Emergencia	Mayor General Lic. Luis A.	Luna Paulino	paulino48@hotmail.com	
	Dominican Republic	Secretaria Ejecutiva Comisión Nacional de	Sra. Nerys	Vanderhorst	nvanderhorst@yahoo.com	

		Emergencia				
	Dominican Republic	Director Escuela Nacional de Gestión de Riesgo, CNE/DC	Lic. José M.	Cavallo González	esnageri@yahoo.es ; ricocava05@yahoo.com	
		Proyecto DIPECHO PNUD/OIM/UNICEF	Marco Antonio	Giraldo Rincón	giraldo.marcoantonio@yahoo.com	
	Dominican Republic	National Disaster Management Adviser PLAN UK	Dan	Stothart	daniel.stothart@plan-international.org	
	Dominican Republic	Asamblea de Cooperación por la Paz (ACPP) – PLAN UK	Raquel	Peña Álvarez	coord_republicadominicana@acpp.com	
	Dominican Republic	Coordinador operativo proyecto DIPECHO-Plan-ACPP-	Elieser	Matos	eliezermatos@hotmail.com	
	Dominican Republic	Coordinadora del Consorcio Plan/ACPP. Proyecto DIPECHO	Diana Isabel	Díaz Rodríguez	Diana.diaz@plan-internacional.org	
	Dominican Republic	Cáritas Arquidiocesana de Santiago	Rosalba	Gómez Jáquez	rosalbagomez@caritassantiago.org	
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	Dominican Republic	ECHO	Pilar	Orduña	pilar.orduna@echocaribbean.eu	
	Dominican Republic	ECHO	Gina	Sosa	gina.sosa@echocaribbean.eu	
	Dominican Republic	Consultant	Lourdes	Meyreles	lourdesmeyreles@gmail.com	
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	Republic					
	Dominican Republic	CARITAS	Walkiria	Estevez	Walkiria2020@yahoo.es	
	Dominican Republic	Health Ministry	Raiza	Soetma	Maiza_soetma@yahoo.es	
	Dominican Republic	FAO	Andres	Cedano	Andres.cedano@fao.org	
	Dominican Republic	UN OCHA	Martin	Acosta	acostam@un.org	

Annex 3. Workshop Participants/Characteristics

DIPECHO Regional Planning Workshop Participants per Country /Organizations		
Country	Organizations	Participants
Barbados	CDEMA PAHO OPS Red Cross CDMRC Barbados Red Cross Society UNDP	5
Dominican Republic	Civil Defense NEC OIM/PNUD/UNICEF PLAN UK ACPP CARITAS ECHO PAHO Ministry of Health UN/OCHA FAO	18
Finland	Finnish Red Cross	1
France	French Red Cross	1
Grenada	NDMA	1
Haiti	CR FR ACF FR CONCERN Worldwide COOPI	6
Jamaica	HELPAGE	2
Panama	UNISDR	3
Trinidad Tobago	IFRC	3
Suriname	Netherlands Red Cross	1

DIPECHO Regional Planning Workshop Participants per project	
Project	Participants
IFRC Regional	8
PAHO Regional	2
UNISDR Regional	4
Caritas Dominicana Dominican Republic National	2
PNUD OIM/ UNICEF Dominican Republic National	1
PLAN/ ACPP/IDAC Dominican Republic National	4
Action Contre La Faime Haiti National	2
CONCERN Haiti National	2
COOPI Haiti National	1
Croix Rouge Francaise Haiti National	1
HELPAGE Jamaica National	2

Annex 4. Presentation Guidelines and List of Presentations

Presentation Guidelines

**2011-2012 DIPECHO Action Plan for the Caribbean
Regional Planning Workshop
24 - 25 October 2011 - Santo Domingo, Dominican Republic**

During the first day of the workshop, the presentation of regional and national DIPECHO projects will take place between 11:00 am and 12:40 pm. starting with the national projects, each organization will have 10 minutes to present. **With the objective of facilitating project presentations and group discussions, we have prepared the following guidelines:**

- 1) brief profile of the organization
- 2) name of project (s) with a brief description and location
- 3) expected results and main indicators in the following areas
 - LOCAL DISASTER MANAGEMENT COMPONENTS
 - INSTITUTIONAL LINKAGES AND ADVOCACY
 - INFORMATION, EDUCATION, COMMUNICATIONS
 - SMALL SCALE INFRASTRUCTURE AND SERVICES
 - STOCKPILING OF EMERGENCY AND RELIEF ITEMS
4. Project characteristics that facilitate collaboration and / or areas of interest for collaboration at the national and regional levels.
5. Areas of possible linkages, collaboration and synergies with other national and regional DIPECHO projects, and with other national and /or regional DRR initiatives, actions and efforts including broadening DRR perspectives, such as gender mainstreaming , for example.

List of Presentations

ECHO: "DIPECHO Action Plan for the Caribbean 2011-2012 Regional Planning Workshop"

PAHO: "Creating Safer Communities in the Caribbean by Strengthening the Health Work in the Dominican Republic, St. Vincent and the Grenadines, St. Kitts and Nevis, and Dominica"

IFRC: "Saving Lives, Enabling Healthy and Safe Living"

UNISDR: "Strengthened Disaster Risk Reduction in the Caribbean at the Sub regional, National and Local Levels"

CARITAS: "Science and Community Together to Reduce Seismic Risk in specially Vulnerable Cities in the Greater Antilles"

PNUD /OIM / UNICEF: "Strengthening of Local Capacities in Response and Risk Management of Seismic Events in the Provinces of Puerto Plata and Santiago in the DR"

Croix -Rouge Française: "Disaster Risk Reduction in Haiti"

HELPAGE: "Helping Vulnerable Populations and Communities to Manage Risks Associated with Hurricanes and Floods"

Concern Worldwide: "Reducing Vulnerability of Urban and Rural Populations in Haiti to Disasters"

COOPI: "Promoting a Community Perspective for Disaster Risk Reduction in the Metropolitan Zone of Port au Prince".

Action Contre la Faim: "Disaster Risk Management for the Communities and Institutions in the Commune of Gonaives, Department of Artibonite"

PLAN/ ACPP-IDAC: "Dominican Cities Getting Ready. Urban Risk Reduction and Seismic Hazard Awareness";

ECHO: "Practical Guidelines for the Implementation of DIPECHO Projects"

CDEMA: "DIPECHO Activities within the Framework of Regional and National DRR Actions"

IFRC: "Selecting Vulnerable Communities in the Caribbean: A Tool for DRR Practitioners"
"Community Endline and Baseline Assessment"

UNISDR: "Strengthened Risk Reduction in the Caribbean at the Sub regional, National and Local Levels"

PLAN: "Knowledge, Attitude and Practice Surveys: A Tool for Measuring Awareness-raising.

ECHO: "General Guidelines for Development of Country Documents" "Dominican Republic Country Document 2010"

Annex 5. Workshop Survey



COMISION EUROPEA
ECHO - DIRECCIÓN GENERAL DE AYUDA HUMANITARIA & PROTECCION CIVIL

Oficina para el Caribe
Santo Domingo, Republica Dominicana

DIPECHO 2011-2012 – First Regional Seminar

Name	
Organization	

Questionnaire

1 What would be the sub sector where you or your project can provide more outputs?

	--	-	-/+	+	++
Local Disaster Management components					8
Institutional linkages and advocacy		1	3	1	2
Information Education communication				3	4
Small-scale infrastructure and services		1	1	4	2
Stock piling and stock management		1	3	2	1

2 What are your main expectations about the seminar?

	--	-	-/+	+	++
Share experiences				3	5
Coordinate actions				2	5
Promote new tools or the revision of tools		1		5	2
To better interact with regional initiatives	1			3	3
To present your project.			1	3	4
To discuss administrative issue	1	1	3		3

3 Is there DRR tools or methodology that you would recommend to be revised?

- No
- We do not have these tools, but would recommend the method of application of knowledge.
- The methodology used for the realisation of the risk study in Tabarre
- The games of disaster preparedness, still not realised in Haiti. Experience achieved in Ecuador.
- To further integrate Climate Change in DRR activities, tools and methodologies

- To promote a bottom up approach in policies and strategies developed at the national and regional level
- To revise the early warning system in the communities
-

4 Is there a tool that you recommend to be used in a systematic way?

- No
- Skills development, learning of the disaster risk management.
- Yes, the Hospital Safety Index.
- The risk study associated with the realisation of a GIS database for the crisis management and as a tool for the territory planning
- A community based emergency plan standardised
-

5 Is there specific point that you want to be presented by ECHO?

- Visibility
- Training Program Development and Preventive emergencies
- Importance of ensuring disaster resilient health facilities – The experience of PAHO-ECHO Safe Hospital Project 2007-2008 “Strengthening Communities through Safer Health Facilities in the Caribbean” can be mentioned.
- KAP Methodology, instrument
- Micro-mitigation projects
- Country documents
- The importance to realise activities in DRR for young people (interactive activities, social network, blog, cultural and sportive activities).
- Which kind of elements is important for the territory planning? How we can improve the DIPECHO incidence in terms of territorial management?
- What about the inclusion of private enterprises in the programme? Importance to promote the inclusion of DRR in the social responsibility of the enterprise but also to understand the strategic role that they can have in facilitating the logistic and supply in crisis case
- Intervention strategy in short, medium and long term

6 Can you do a general presentation of your project in 5 minutes (respecting the delay)

- Yes
- A little more time is required
- If we can and we are committed to respect the delay

7 Do you have a specific issue you want to present?

- No
- Preventive training, to natural and manmade disasters.
- Only issues related to the project

- Risk study, methodology and GIS database
- Community Disaster response team
- Enhancing of local and departmental authorities in GRD
- Construction of 3 sustainable houses

8 Which kind of contribution can be provided by your project for the region?

- DIPECHO will be the “channel” or the way for communication, learning and coordination with the other actors in the Caribbean.
- Prevention to manage the areas vulnerable to disasters
- Health facilities strengthened to respond to emergencies and disasters
- This project is within the scope of support projects aimed at strengthening the National System of Disaster Risk Management in Haiti face a different challenges. Specifically, it will:
 - To revitalize the structures of civil protection and brigades to the existing Gonave and create others Martissant,
 - Establish rapid decision-making tools in risk management and disaster, crisis management, planning,
 - To strengthen the preparedness for potential hurricanes, floods,
 - To change the behavior of more vulnerable people through the IEC(Information, Education Communication) such as building training, arts in schools, awareness, campaigns, etc,
 - To mitigate risks at the community level at the Gonave and Martissant.
 - Targeting of vulnerable group-children, persons with disabilities,
 - The COOPI project has a generational and differential approach: main objective is to reach the most vulnerable people including specific activities in order to engage women, children, young people, aged people and people with disabilities.
- The project is realised in two different urban areas: the first one more similar to an important centre of the capital with essential services like airport, commerce, hospital etc. the second one is a bidonville with the specific vulnerability of a zone not recognized by the government.
- The project is realised after the earthquake crisis still in the emergency phase: what the problems? What the facilities? What the impact? These types of crisis affect regularly the entire region and consequently can generate the “good practices” that, by a structured work of capitalization, can be replicated in other areas.
- Pilot project to demonstrate the feasibility of sustainable *housing*.

9 What is the methodology you would suggest for the workshop?

- Interactive
- Method of application of knowledge to development of skills, disaster
- Presentations, discussions, group work
- I suggest we use participatory methods as lectures and to ensure that there is more sharing of experiences and difficulties encountered as possible.

- Participatory activities/discussions
- Group work
- Informal session/settings
- Field visit to a previous/current project site
- A participatory methodology result oriented.
- Thematic entrance (awareness, early warning systems, formations, community groups of DRR, etc.)
- Sharing experiences

10 What would you recommend to avoid?

- Long presentations
- Discussions and comments of external topics, that doesn't mean any added value or contribution.
- Disasters can not be avoided, but can be prevented and we can assume prevention through training, information and instrumentation for the same
- Long and lengthy sessions (especially on day 1).
- Monologues
- To present entire projects;
- To introduce thematic not specific
- Generalities and lack of technicality

Annex 6. Evaluation

2011-2012 DIPECHO Action Plan for the Caribbean							
Regional planning workshop							
24 - 25 October 2011 - Santo Domingo, Dominican Republic							
Workshop evaluation							
How would you rate the following (place a check mark in the appropriate column)?							
N/A, 1 =Strongly agree, 2 = Agree, 3 = Disagree, 4 = Strongly disagree							
			Answers				
			N/R	1	2	3	4
<u>Objectives</u>	1	Exchange of information, experiences and lessons learned between participants		6	14	1	
Were the objectives of the meeting met in terms of	2	Discussions and delivery of substantive outputs		2	16	3	
	3	Strengthening ties in your community of practitioners		7	11	3	
	4	Enabling you to bring new knowledge and practices to your colleagues and projects	1	9	9	1	
<u>Assessment of sessions</u>	5	Presentation of regional DIPECHO projects	1	10	7	3	
	6	Presentation of national DIPECHO projects	1	9	9	2	
For each session, were the presentations/discussions useful for your work?	7	Practical guidelines for the implementation of DIPECHO projects	2	4	13	1	
	8	Group work on common areas of collaboration		4	11	4	2
	9	Tools to monitor and report on DRR progress at regional, national and local level		6	14	1	
	10	Experience in the preparation of ECHO country profiles/documents and general guidelines for its development		9	9	1	
<u>Logistics</u>	11	Meeting venue		11	6	1	1
Was the workshop well organized regarding the following arrangements	12	Lunchs, breaks		11	8	1	
	13	Pre-workshop information		8	5	7	
<u>Overall workshop assessment</u>	14	The event was excellent and worth the time and funds to participate	1	4	11	3	
Was the workshop worth of its time and expenses?	15	The cost-benefit was insufficient to justify the event	3	2	3	7	3
			9	102	146	39	6

II. Additional comments					
Please add any other comment or recommendation for improvement					
Less PowerPoint; smaller groups/more mix; more time to present tools to monitor DRR progress; more interactive and dynamic activities for work groups; more time for some presentations; longer time to discuss actions points for collaboration; more participation of country authorities (Haiti); more space for capitalization of experiences; more time for group discussion; share presentations; understanding visibility and communication; some pertinent areas to short (Pilar and Jocelyn); better understanding of the purpose of the workshop; more plenaries on collaboration to harmonize activities;					
Which topic would you suggest to discuss at a future workshop?					
How to design/manage a consortium project; project sustainability; monitoring and evaluation of DRR projects; create space/exhibit of tools and materials developed by DIPECHO and national partners; advocacy; organization to share tools in flash drives with participating partners;					
	N/R	1	2	3	4
21	0.00%	28.57%	66.67%	4.76%	0.00%
21	0.00%	9.52%	76.19%	14.29%	0.00%
21	0.00%	33.33%	52.38%	14.29%	0.00%
20	5.00%	45.00%	45.00%	5.00%	0.00%
21	4.76%	47.62%	33.33%	14.29%	0.00%
21	4.76%	42.86%	42.86%	9.52%	0.00%
20	10.00%	20.00%	65.00%	5.00%	0.00%
21	0.00%	19.05%	52.38%	19.05%	9.52%
21	0.00%	28.57%	66.67%	4.76%	0.00%
19	0.00%	47.37%	47.37%	5.26%	0.00%
19	0.00%	57.89%	31.58%	5.26%	5.26%
20	0.00%	55.00%	40.00%	5.00%	0.00%
20	0.00%	40.00%	25.00%	35.00%	0.00%
19	5.26%	21.05%	57.89%	15.79%	0.00%
18	16.67%	11.11%	16.67%	38.89%	16.67%

Annex 7. Web site information

DIPECHO Action Plan for the Caribbean 2011-2012 Regional Workshop

<http://www.eird.org/dipecho-action-plan-caribbean/index.html#Home>