This document contains the report of the meeting of the Working Group 6 on Mitigation, Preparedness and Response. The ICG is requested to consider, comment and eventually endorse the recommendations made by the Working Group.
1. Registration
The participants completed the registration list, a copy of which is provided in Annex 1

2. Session Organisation
The Secretariat opened the meeting and welcomed the participants. The participants introduced themselves, stating their representation and interest.

The Secretariat reported that both the current WG6 chair and vice-chair could not attend, and asked the group to elect a chair for this meeting. The group elected Ms. Irina Rafliana from Indonesia as meeting chair.

The Secretariat noted the Agenda as provisional and asked for additions to the proposed Agenda. Dr Cherdsak Virapat (IOI) asked for discussion on the planned Indian Ocean Wave 09 Exercise, and this was included as Agenda Item 8. (Annex 2).

3. Review of the Terms of Reference (TOR)
The participants reviewed the WG 6 TOR and agreed that no changes to the TOR were needed. They remain as follows:

- Promotion and enhancement of the institutionalisation of tsunami early warning systems, their implementation and maintenance.
- Mainstreaming of tsunami warning and mitigation system into development policy, plans, practice and legislation.
- Integration of national tsunami programs and experts into the defined national platforms for disaster risk reduction and national disaster management processes.
- Development and adaptation of tsunami-related guidelines, manuals and tools for downstream activities i.e. public information, education, training, communication processes, evacuation planning and drills, standard operating procedures and emergency management.
- Coordination at regional and sub-regional levels on the above matters.
4. Review of Work Plans and Accomplishments since last meeting

The chair asked members to review the action and implementation table for later discussion. She indicated that the table was endorsed at the last inter sessional meeting in Seychelles. She noted that the Secretariat had requested updates using the formatted table that was distributed. She noted that no activities were submitted. Mr Syed Ashraf ul Islam (Bangladesh) expressed concern on the progress of the WG6, and reported that Bangladesh had provided input to the working group but noted that it was not reflected in the table provided by the Secretariat.

A discussion ensued on the need for better communication between chair of WG6 and the WG6 members and between the working group and the Secretariat, and the participants called for the Secretariat and Member States to become more active.

The chair felt that countries had done a lot in the intersessional period but that it was not reflected. She requested countries to update and share their information.

Dr Cherdsak Virapat, stating that he was also representing Thailand, recalled the plan to better coordinate discussion, such as through teleconference, in order to achieve more active progress. He regretted that this has not been done, but looked forward to reinvigorating the discussion, especially for the proposed “Adaptive Learning” project. He noted that the Secretariat should play a role in keeping Member States informed, especially those that could not attend.

He asked the working group to consider elevating WG6 topic discussions to a Ministerial level in order to highlight the DMO needs and issues, and especially for financial support. He suggested to hold a Ministerial session prior to the ICG/IOTWS-VI.

Ms Anita Dwyer (ISDR) informed the meeting that funding may not be the largest issue, emphasizing instead the need to prioritize activities and then to submit proposals for funding. She noted two existing projects managed by ISDR and AusAID with funding potentially available.

5. National Reports

National progress reports were presented by Bangladesh, Indonesia, Kenya, Mozambique, Sri Lanka, Thailand and Yemen. Each country provided an update on progress for each Action Plan item, indicating percentage completion.

Overall, the national reports reflected that much progress has been made, and much is still ongoing. There is a need for this to be acknowledged by updating the Action/Implementation Plan and also to share the different deliverables achieved by Member States.

Several Member States that experienced far field tsunami in 2004, such as Kenya, Mozambique and Yemen, reported that they had difficulties in addressing the tsunami hazard as their country’s high-priority hazard. They noted the need to incorporate tsunami hazard through a multi-hazard approach as one of a number of hazards the country must address, rather than developing a tsunami-specific strategy. They noted that taking this approach may not be directly comparable to other countries’ achievements and progress since it might be slower than those of Indonesia, Thailand, Bangladesh and other countries which have stated tsunami as one of their prioritized hazards.

6. Update of IOTWS Implementation Plan

Updated information on the Implementation Plan was presented as part of the National Reports.
WG6 members requested the Secretariat to provide a template for updating national progress related to the Action Plan agreed on at ICG/IOTWS-IV, and to send this file by email to the WG6 representatives at the 14-15 November Bali meeting, for return by the end of November 2008. The existing template should be revised to include an amount of completion estimate column to accommodate the activity time frame, change the name of the column percentage ‘completed’ to ‘deliverables,’ and add a Remarks column.

The Group also asked the Secretariat to request national progress reports from other Members in order to update the Action Plan. They requested the Secretariat to circulate the template file for updating to other Member States who could not attend and to compile the results for inclusion in the report to the ICG/IOTWS-VI session in Bangkok, Thailand in April, 2009. The group recommended that Member States should submit the completed progress report to the Secretariat by 31 December 2008.

The chair requested WG6 countries to identify the three highest national priority items from the 18 Action Plan items. From this, three Action Plans activities were identified as common priorities. These were:

- **Action 4.1.** Engaging with country and regional media corporations to encourage them to become partners/stakeholders with governments at all levels to disseminate factual and timely tsunami warnings and information to communities (identified initially by Bangladesh, Indonesia, and Mozambique);
- **Action 3.2.** Regional training programme on assessment, identification and implementation of appropriate coastal land-use, evacuation zones and mapping (identified initially by Yemen and Mozambique);
- **Action 3.3.** Share best practices and lessons learned in national assessment, identification and implementation of land-use and evacuation planning (identified initially by Kenya and Thailand, followed by Bangladesh and Sri Lanka).

All attending WG6 countries agreed on these activities as the priority focus of the working group within the next 12 months, and encouraged other Member States to participate. It was noted that several activities are cross-linked to other working groups and thus offered opportunities for cooperation and collaboration. The working group asked the Secretariat to facilitate potential cooperative activities.

The Secretariat noted that several groups, including the Asian Broadcasting Union with the IOC and ISDR, had previously discussed the importance of sharing experience to improve media understanding of tsunamis and the tsunami warning system. Similarly, IOTWS Working Group 3 on Risk Assessment should be engaged to work together on assessment and coastal planning. Finally, the IOC has been working with partners to build capacity for end-to-end tsunami warning, including emergency response operations and evacuation.

**7. Adaptive Learning in Disaster Management for Community Awareness and Resilience**

Dr Cherdsak Virapat presented the draft proposal for the UNESCAP Multi-Donor Tsunami Regional Trust Fund on Adaptive Learning in Disaster Management for Enhancing Community Awareness and Resilience. The present proposal is in the UNESCAP project format and has been reviewed and given comments by the Secretariat. Dr Cherdsak requested the Member States to provide input so as
to be able to meet the needs of all Member States, and to submit a confirmation of interest and commitment.

The Secretariat commented that commitments should be clearly specified in the proposal, such as in-kind or funding contributions. In addition, outcomes, benefits to countries, and performance indicators for measuring project achievement need to be clearly included. They also recommended that the working group members prepare a more generic project proposal that could be used to explore funding possibilities outside UNESCAP.

The chair asked countries to please respond if there is interest by the end of December 2008. Thailand, Bangladesh, and Sri Lanka indicated that they had already expressed interest.

The chair emphasized that the Adaptive Learning project is both a working group activity for the region and also national activity. Indonesia presented the framework for the cooperation which could be used to strengthen the adaptive learning project:

8. Indian Ocean Wave 2009

Members of the WG took the opportunity to discuss plans for the upcoming Exercise Indian Ocean Wave 09 (IO Wave 09) with the Chair of the Task Team, Dr Pariatmono. Several other Task Team members were also present. Dr. Pariatmono presented a summary and planning needs for IOWave09, including the objectives, scenario, proposed Task Team schedule, implementation, and evaluation (Annex 3). The first Task Team meeting was postponed until April 2009, when it will be held in conjunction with the ICG-VI meeting in Bangkok.

Dr Laura Kong (ITIC) provided a summary of lessons learned in carrying out Exercise Pacific Wave 06 and Exercise Pacific Wave 08, including experiences on messages and dissemination, warning centre coordination, real-time versus compressed time, media involvement, and post-evaluation forms and report compilation. She emphasized that, as much as possible, countries should exercise their actual standard operating procedures, at least in receiving bulletins from international sources; within their own countries, each country should decide themselves whether how far the response is taken down to local levels.

WG6 members suggested that since this is the first IOWave Exercise, the implementation should be kept as simple as possible. Further clarification would still need to be made related to the issuance of the bulletins, such as whether the Interim Advisory Service providers, the RTWPs, and/or to the NTWCs would be issuing.

Dr. Pariatmono encouraged the working group members to study the Indonesian Guideline to Tsunami Drill Implementation for City and Regency (2008) as a reference describing Indonesia’s experiences in carrying out tsunami drills since 2005.

9. Preparation for ICG/IOTWS-VI in Thailand, April 2009

9.1 Nominations for Working Group Chair and Vice Chair

The Secretariat informed the group of the need to start the nomination process for a new chair and vice-chair since the incumbents’ terms end at the ICG/IOTWS-VI meeting in April 2009. The Secretariat outlined the roles and responsibilities of the chair and vice-chair and noted that the
working group should nominate a person as the chair from amongst its members. The Secretariat also informed the group that the nominees for chair and vice chair should have the full support/endorsement of their Government, including funding support.

The group nominated Irina Rafliana (Indonesia) for the position of chair and Mr Syed Ashraf ul Islam (Bangladesh) for vice-chair. These nominations will be followed up by the Secretariat for submission to the ICG at the next sessional meeting in Bangkok in April 2009.

10. Review of Action Items and Recommendations

- The Working Group requested the Secretariat to prepare a template for updating national progress related to the Action Plan agreed on at ICG/IOTWS-IV, and to send this file by email to the WG6 representatives at the 14-15 November Bali meeting. The file will be filled out and returned to the Secretariat by the end of November 2008.

- The Group also asked the Secretariat to request national progress reports from other Members in order to update the Action Plan. They requested the Secretariat to circulate the template file for updating to other Member States who could not attend and to compile the results for inclusion in the report to the ICG/IOTWS-VI session in Bangkok, Thailand in April, 2009. The Group recommended that Member States should submit the completed progress report to the Secretariat by 31 December 2008.

- Completion of Adaptive Learning in Disaster Management for Community Awareness and Resilience Proposal: Member States that are interested to participate in the Adaptive Learning project should provide a letter of commitment from the authoritative institution addressed to the chair of WG6, Mr Michel Vielle, with copy to the Head of ICG/IOTWS Secretariat, Mr Tony Elliott, and Dr. Cherdsak Virapat. Participating Member States should send their commitment letter by December 2008.

- The interested Member Countries will add and incorporate their specific country programme activities to the Adaptive Learning project proposal by December 2008; Dr Cherdsak will prepare the proposal in accordance with the UNESCAP Multi-Donor Regional Tsunami Trust Fund proposal format. In addition, Dr. Cherdsak will prepare a more generic proposal that can be submitted to other possible donors. The meeting chair requested Dr. Cherdsak to send an email to the contact persons in each country as reminder before the end of November 2008.

- The working group requested the Secretariat and also potential donors such as UNISDR Bangkok to assist the Working Group in the administration and the submission of the Adaptive Learning Proposal to UNESCAP as well to look for other possible donor support for other Indian Ocean countries not supported by UNESCAP.

- Working Group 6 Action Item Prioritization: the Working Group identified and proposed three Action Items as the highest priority activities for their countries in the next 12 months, and agreed on these activities as the priority implementation focus of the Working Group within the next 12 months. Several activities are cross-linked to other Working Groups, and thus offered opportunities to cooperation and collaboration. The Working Group asked the Secretariat and other partners such as the UNISDR Bangkok to facilitate potential cooperative activities.
UNISDR agreed to assist in networking and further assistance to the working group to work on agreed-on Action Plan 4.1: Engaging with country and regional media corporations to encourage them to become partners/stakeholders with governments at all levels to disseminate factual and timely tsunami warnings and information to communities

11. Meeting Summary
The chair summarized the discussions and outcomes of the meeting. Several Action Items were identified to be carried out during the remainder of the intersessional period by Member States working with the Secretariat. The group highlighted the importance for good communication between the chair and the working group members and between the members and the Secretariat, and called for the Secretariat and Member States to become more active in sharing information.

12. Close of Meeting
The chair closed the meeting at 5:00pm and thanked the participants for attending and contributing to the work of the group.
## Working Group 6 Participant List

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UNESCO IOC
Intergovernmental Coordination Group for the Indian Ocean Tsunami Warning and Mitigation System (ICG/IOTWS)
Working Group 6 – Mitigation, Preparedness and Response
Intersessional Meeting, Grand Hyatt Hotel, Bali, Indonesia
14th - 15th November 2008

AGENDA

<table>
<thead>
<tr>
<th>Item</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Registration</td>
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</table>
| 2    | Session Organisation  
  - Introductions  
  - Confirmation of Representatives and Delegates  
  - Review of Agenda and Timetable |
| 3    | Review Terms of Reference |
| 4    | Review of workplan and accomplishments points since last intersessional meeting |
| 5    | National Reports  
  - National Reports |
| 6    | Update of IOTWS Implementation Plan  
  - Based on National Reports and other inputs from Member States |
| 7    | Adaptive Learning in Disaster Management for Community Awareness and Resilience  
  - Discussion of preparation of project proposal for submission to potential donors |
| 8    | Indian Ocean Wave 2009 |
| 9    | Preparation for ICG/IOTWS-VI in Thailand, April 2009  
  - Nominations for WG6 Chair and Vice Chair |
| 10   | Review of Action Items and Recommendations |
| 11   | Meeting Summary |
| 12   | Close of Meeting |
1. **Scope of the exercise**
   - standardize warning message
   - warning dissemination

2. **Objective of the exercise**
   1. To motivate countries to review and test their response procedures;
   2. To test the inter-operability of different systems in various Indian Ocean countries
   3. To evaluate the issuance of warning messages by tsunami warning centres, and;

3. **Scenario options**
   - **First Stage:** The historical 2004 Aceh tsunami will be simulated followed by dissemination of messages by the National Tsunami Warning Center (NTWC) in Indonesia. Tsunami bulletins will be transmitted from the NTWC in Indonesia to Tsunami Focal Points and/or designated national emergency authorities
   - **Second Stage:** Decision-making process before notification down to the public
   - **Optional Third Stage:** warning dissemination to the affected community followed by emergency response

4. **Tentative plan of the task team**
   - December 26, 2008:
     i. observe end-to-end Indonesian tsunami-drill in Manado led by President of Indonesia
     ii. first task team meeting in Manado
   - February, 2009: second task team meeting
   - April, 2009: presenting the draft of Indian Wave 09 Manuals to the Member States

5. **Run-down of implementation**
   - Will be requested to BMKG to provide the draft and further discussed in the first task team meeting

6. **Evaluation forms**
   - Will be requested to BMKG to provide the draft and further discussed in the first task team meeting

7. **Performance indicators**
   - The draft will be provided through email

8. **Other technical documents**
   - Reference: Guideline Tsunami Drill Implementation for City and Regency