



Pacific Regional Disaster and Emergency Managers Meeting

Welcome and Official Opening

Monday 08th April 2024

The Pacific Regional Disaster and Emergency Managers Meeting consolidates all the Pacific Community (SPC) convened meetings of the Directors of the National Disaster Management Offices and Heads of Fire and Police in the Pacific. During this week the Steering Committees of the Pacific Islands Emergency Management Alliance Project – Phase II, Building Safety and Resilience in the Pacific Project - Phase 2 and the Pacific Humanitarian Warehousing Program will be convened. These projects implemented by SPC, contribute investments towards strengthening climate and disaster resilience in the Pacific with members and partners.

Time	Sessions	Presenter/Facilitator
08:00 – 09:00	Arrival and Registration	
09:00 – 10:00	Welcome and Opening for the Week	<ol style="list-style-type: none">1. Opening Prayer & Garlanding of Chief Guest, MC – Litea Biukoto2. Welcome Remarks – Rhonda Robinson, SPC GEM Director & Minute of Silence3. Keynote address by Chair of Pacific Regional Disaster Risk Reduction Ministers Meeting – Hon. Sakiasi Ditoka, Minister for Rural and Maritime Development and Disaster Management, Government of Fiji4. Statements of Development Partners<ul style="list-style-type: none">○ Dave Vosen – Assistant Secretary, Humanitarian Response Risk and Recovery, Department of Foreign Affairs and Trade, Government of Australia○ Roger Stephen Ball, Unit Manager Humanitarian and Disaster Management, Ministry of Foreign Affairs and Trade, Government of New Zealand <p><i>Official Photograph</i></p>
10:00 – 10:30	MORNING TEA	

Pacific Islands Emergency Management Alliance Project – Phase II

Project Steering Committee

Monday 08th April 2024

Time	Sessions	Presenter/Facilitator
10:30 – 11:00	Session 1: Introduction & Scene-setting <ul style="list-style-type: none"> PIEMA (2017-2023) key achievements Key aspects of PIEMA II (2023-2028) Strategic Roadmaps for Emergency Management (SREMs) Updates 	Meeting Facilitator – Litea Biukoto Presentation 1: PIEMA Phase 1 & 2 Overview – Patrick Haines PIEMA's key achievements over the past 5 years Key aspects of PIEMA (2023-2028) design including resource base, partners, governance arrangements and future funding opportunities Reflections and progress update on national Strategic Roadmaps for Emergency Management (SREMs)
11:00 – 12:00	Session 2: Capacity Development Facilitator – Amelia Caucau <ul style="list-style-type: none"> Reflections on PIEMA's sustainable capacity development model and its key elements Highlight activities in 2024 (and beyond) including PIEMA's funding model for supporting capacity development 	Presentation 2: Overview of the Sustainable Capacity Development Model – Patrick Haines Presentation 3: Survey Results – Amelia Caucau Panel Discussion: International Skills Trainer and Advanced Trainer and Assessor courses – Gareth McGrath, APTC Competency Framework – Litiana Bainimarama, Fiji NDMO
12:00 – 13:00	LUNCH	

Time	Sessions	Presenter/Facilitator
13:00 – 14:30	Session 3: Pacific Strategic Roadmap for Emergency Management (SREM) Facilitator: Litea Biukoto <ul style="list-style-type: none"> Discussion on activities to support the implementation of the Pacific SREM, strengthening national capability and Partnerships & Assistance 	Presentation 4: Overview of Pacific SREM – Patrick Haines Strengthening National Capability Presentation 5: NERT Establishment; DRM Arrangement and Key Learnings – Timothy Suntide, Solomon Islands NDMO Presentation 6: NERT Establishment; DRM Arrangement and Key Drivers – Vasiti Soko, Fiji NDMO Partnerships & Assistance Presentation 7: USAID – Martha Williamson, BHA/United States Forest Service Presentation 8: Dave Vosen/Sarah Burrows, DFAT, Australia
14:30 – 15:00	AFTERNOON TEA	
15:00 – 15:50	Session 3 (continued): Discussion and Reflections from Session 3	Q&A – Country/Partners: Reflections and Discussion in Groups
15:50 – 16:30	Session 4: PIEMA (2023–2028) key priorities and activities for 2024 and beyond	Facilitated by SPC: Amelia Caucau and Patrick Haines <ul style="list-style-type: none"> Phase II Key Priorities and Activities Governance of PIEMA Accessing Technical Assistance and Resourcing Proposal Template for Activities
16:30	C L O S E	





Building Safety and Resilience in the Pacific Project – Phase II

2nd Project Steering Group Meeting

Tuesday 09th April 2024

Time	Agenda Items	Lead
09:00 – 09:30	Opening Welcome <ul style="list-style-type: none"> • Introduction • Purpose of the meeting Opening Remarks <ul style="list-style-type: none"> • Exsley Taloiburi – Deputy Director Disaster & Community Resilience Programme, GEM Division, SPC • Maurizio Cian - Head of Cooperation, Delegation of the European Union for the Pacific • Dr Pendo Maro – Team Leader NDRRP, Organisation of African, Caribbean and Pacific States (OACPS) 	Chair (tbc)
09:30 – 10:15	Agenda Item 1: Presentation of 2023 Annual Report <ul style="list-style-type: none"> • 2023 Inception Phase Activities • Highlights & Challenges • Country feedback • Endorsement 	Herman Timmermans & Anais Rouveyrol
10:15 – 10:45	Agenda Item 2: 2024 Workplan & Budget <ul style="list-style-type: none"> • Discussion on SPC Travel and Output-based Technical Positions funded under regional and national allocations. • Presentation and endorsement of 2024 Workplan and Budget 	Herman Timmermans & Mitchell Neha Maharaj
10:45 – 11:00	Group Photo	
11:00 – 11:30	MORNING TEA	
11:30 – 12:30	Agenda Item 3: Output 1.1 - Increased availability of reliable disaster and climate risk data, information and knowledge	Kiribati, Cook Islands,

Time	Agenda Items	Lead
	Presentations and Discussion on KRA 1: DRM/CC Information Management Governance	Vanuatu (15 mins each) Kevin Maitava
12:30 – 13:00	Agenda Item 4: Agenda Item 4: Output 1.2 - Supported increase of integrated and risk-informed regulations, planning, and financing (Regional Activity) Discussion on KRA 8: Risk Financing and Insurance Strategy and Solutions and selection of 3-5 countries to participate.	Herman Timmermans
13:00 – 14:00	LUNCH	
14:00 – 14:30	Agenda Item 5: Disability inclusion (Outputs 1.1 & 1.2) (Regional Activity) Description of activity and input from countries on activity design	Herman Timmermans
14:30 – 15:00	Agenda Item 6: Output 2.1 - Strengthened capabilities, collaboration and coordination for risk reduction, response and recovery. Presentation and Discussion on KRA 7: Professional Capability Building and Exchange Process for applying for BSRP II travel and registration support	Herman Timmermans
15:00 – 15:30	Agenda Item 7: Output 2.1 - Strengthened capabilities, collaboration and coordination for risk reduction, response and recovery. Presentations and Discussion on KRA 9: EOCs, Evacuation Centres and/or Pre-Positioned Supply Facilities	Cook Islands, Niue, Solomon Islands (15 mins each) Mitieli Naucabalavu
15:30 – 16:00	AFTERNOON TEA	
16:00 – 16:30	Agenda Item 7 (continued): Output 2.1 - Strengthened capabilities, collaboration and coordination for risk reduction, response and recovery	Continued
16:30 – 17:00	Meeting closure Preparation and endorsement of Meeting Outcomes Statement Closing Remarks by SPC - Exsley Taloiburi , Deputy Director DCRP Programme, GEM Division, SPC	Chair

Pacific Islands Fire and Emergency Services Association (PIFESA)

2024 Annual General Meeting

Tuesday 09th April 2024

AGENDA	
Location:	Tanoa Hotel, Nadi, FIJI
Dress-code:	Agency Uniform
Chair:	Commissioner Tanuvasa Petone Mauga (Samoa Fire & Emergency Services)

Time (Fiji Time)	Session	Session Name	Presenter
10:30	1	Opening prayer	Mr. Bill Roo
10:35	2	Introduction and Apologies <ul style="list-style-type: none">Welcome to new PIFESA Delegates and ObserversAcknowledgement of Retired & New Fire Chiefs	Chair
10:40	3	Welcome and Opening of AGM	Chair
10:50	4	Regional Strategic Roadmap for Emergency Management <ul style="list-style-type: none">How can we leverage opportunities? (Refer attachment)	Chair with assistance from PIEMA team
11:20	5	Fiji Medivac	tbc
11:50	6	AFAC Pacific Partnership Group Strategy Update Delegates are asked to consider the attached paper. (Refer attachment)	Chair PPG Barry Gray (FRV)

Time (Fiji Time)	Session	Session Name	Presenter
12:00	7	LUNCH	
13:00	8	Country Updates Representatives are asked to prepare a presentation to provide an update of development activities, significant events or agency profile.	PIFESA Representatives
15:00	9	BREAK	
15:15	9	PIFESA – Focus areas for next 12-18 months <ul style="list-style-type: none"> • Suggestions from members • Critical Issues • Future of PIEMA Project • Collaborative training goals 	Chair / Discussion
16:00	10	General Business	Chair
16:15	11	Closing Remarks	Chair
16:30	12	Meeting close	Chair

Pacific Humanitarian Warehousing Program

Inaugural Program Governance Committee Meeting

Wednesday 10th April 2024

Time	Topic	Speaker	Key points / objective
08:45 – 09:00	Participants arrival		
09:00 - 0930	Welcome and Introduction	Welcome & Update on Programme Management Office – Rhonda Robinson , Director GEM, SPC Appointment of Chair (tbc)	<ul style="list-style-type: none"> Welcome participants / round of introductions. Scene settings - PHWP alignment with SPC and regional strategic priorities. Extrapolate Sema Vata, Toso Vata
09:30 – 10:00	Overview of PHWP Design Framework – Refresher Introduction of Infrastructure Specialist Unit.	Lead – Emma Hanks , A/g Director Humanitarian Response Operations Section - Preparedness Humanitarian and Preparedness Branch, DFAT	<ul style="list-style-type: none"> High-level overview of the Design Framework Document Introduction of Tetra Tech as Infrastructure Specialist Unit
10:00 – 10:30	Key results/messages from PHWP regional design consultations	Litea Biukoto and Darren Williamson , SPC	Presentation summarising key results from the regional warehousing consultations undertaken by DFAT and SPC (e.g. NDMO Directors in Aug 2023, Partners bilateral, Talanoa in late 2023, and SPC missions in early 2024).
10:30 – 11:00	MORNING TEA		
11:00 – 12:30	Member Tour de Table – Current Warehousing Challenges and Opportunities	Chair to facilitate	<ul style="list-style-type: none"> 5 minutes per participant to provide an overview of current status of warehousing activities and humanitarian warehousing challenges / opportunities / plans.

Time	Topic	Speaker	Key points / objective
12:30 – 13:00	Case Study – Kiribati Warehouse	Lead - Takena Redfern , NDMO, Office of Te Beretitenti, Kiribati Supported by – Amiee Groundwater Interim Infrastructure Lead, PHWP – Infrastructure Specialist Unit	Overview of the Kiribati Warehouse design process from a national perspective.
13:00 – 14:00	LUNCH		
14:00 – 15:00	PHWP Implementation Strategy	Mosese Sikivou (Consultant) supported by Darren Williamson (PHWP Operations Manager)	<ul style="list-style-type: none"> • Implementation objectives and intended results. • Endorsement of Program governance structure & draft Terms of Reference for the Program Governance Committee • Support for Year 1 (2024) workplan – Overview of key activities for 2024 and budget
15:00 – 15:30	Group work/talanoa – Country readiness criteria.	Mosese Sikivou (Consultant) and Darren Williamson (PHWP Operations Manager) to facilitate	<ul style="list-style-type: none"> • To generate broad consensus on the criteria (political, operational, programmatic) for progression through the program pillars – infrastructure, supplies, systems. • Overview of program entry points.
15:30 – 16:00	AFTERNOON TEA		
16:00 – 16:30	Report back from Group work/talanoa – Country readiness criteria.	Mosese Sikivou and Darren Williamson to facilitate	<ul style="list-style-type: none"> • Summary of key points on country readiness criteria
16:30 – 17:00	Working Group Session on draft Branding Principles	Rhonda/Exsley/Litea to facilitate	<ul style="list-style-type: none"> • Feedback on draft branding principles • Support for process to consult and finalise branding principles
17:00 – 17:30	Endorsement of meeting outcomes Closing remarks	Lead – Chair Rhonda Robinson , Director GEM, SPC	<ul style="list-style-type: none"> • Summary of meeting outcomes • Countries and contributing partners that wish to provide final remarks

28th Pacific Regional Disaster Managers Meeting

Day 1, Thursday 11th April 2024

Time	Agenda Item
08:00 – 08:30	Arrival of participants & Registration
08:30 – 09:00	Opening Session <ul style="list-style-type: none"> Welcome by SPC – Exsley Taloiburi, Deputy Director, Disaster & Community Resilience Programme, GEM Division Opening Remarks by the Chair – Vasiti Soko, Director Fiji National Disaster Management Office Adoption of agenda
9:00 – 10:00	Agenda Item 1: Stocktake of 2022 Declaration by Pacific Ministers for Disaster Risk Reduction <i>Focus: Country Updates [5 mins each]</i> <ul style="list-style-type: none"> Each country (Disaster Management and Emergency Management agencies of SPC Members) to share 2 key initiatives implemented in the past 12 months.
10:00 – 10:30	Agenda Item 1 cont'd: Stocktake of 2022 Declaration by Pacific Ministers for Disaster Risk Reduction <i>Focus: Partner updates on initiatives relevant to the 2022 Nadi Declaration by Pacific DRR Ministers [3 mins each]</i> <ul style="list-style-type: none"> SPC – Litea Biukoto UNDRR – Gabrielle Emery WFP – Diego Flores UNOCHA – Mereoni Ketewai UNICEF – Diego Lopez UNESCO – Jiuta Korovulavula DFAT – Dave Vosen/ Sarah Burrows MFAT – Roger Stephen Ball

Time	Agenda Item				
10:30 – 11:00	MORNING TEA				
11:00 – 12:00	<p>Agenda Item 2: Strategic positioning for effective Disaster Risk Management & Resilience Building in the Pacific</p> <p><i>Focus: Opportunities to strengthen Pacific Regional Disaster Managers role in implementing the 2050 Strategy for the Blue Pacific Continent and the Framework for Resilient Development in the Pacific (FRDP)</i></p> <p>[15 mins presentation + 15 mins discussion for each]</p> <ol style="list-style-type: none"> 1) Presentation on the 2050 Strategy for the Blue Pacific Continent and its Implementation Plan & opportunity for Regional Disaster Managers to contribute – PIFS 2050 team (tbc) 2) Presentation on opportunities to strengthen Regional Disaster Managers role in implementing the FRDP and the Pacific Resilience Partnership – Teea Tira, PIFS 				
12:00 – 12:30	<p>Showcase Session 1: Risk Governance & Risk Informed Investment</p> <table border="1"> <tr> <td><i>Risk governance & risk informed decision making</i></td><td><i>Understanding current and future risks posed by climate change and disasters to inform investments</i></td></tr> <tr> <td>Urban Resilience Town Planning in Vanuatu – Lenakel (Tanna) and Lakatoro (Malekula) Government of Vanuatu in collaboration with SPC. Supported by PREP, PCRAFI and PaRTneR (George Beck & Eileen Turare)</td><td>3-Dimensional Model Dashboard for Tuvalu Tuvalu in collaboration with SPC (Herve Damlamian & Litea Biukoto)</td></tr> </table>	<i>Risk governance & risk informed decision making</i>	<i>Understanding current and future risks posed by climate change and disasters to inform investments</i>	Urban Resilience Town Planning in Vanuatu – Lenakel (Tanna) and Lakatoro (Malekula) Government of Vanuatu in collaboration with SPC. Supported by PREP, PCRAFI and PaRTneR (George Beck & Eileen Turare)	3-Dimensional Model Dashboard for Tuvalu Tuvalu in collaboration with SPC (Herve Damlamian & Litea Biukoto)
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12:30 – 13:00	<p>Agenda Item 3: Enhancing Regional Coordination</p> <p><i>Focus: Opportunities to strengthen Regional Disaster Managers engagement with the Pacific Met Council and Climate Change Directors.</i></p> <p>[10 mins presentation + 5 mins discussion for each]</p> <ol style="list-style-type: none"> 1) Presentation of preliminary findings of mapping of climate change and DRM engagements in the Pacific – Exsley Taloiburi, SPC 2) Update on work undertaken in response to PMC-6 outcomes to establish a structured mechanism between Met Directors and NDMO Directors – Salesa Nihmei, SPREP & Litea Biukoto, SPC 				
13:00 – 14:00	LUNCH				
14:00 – 14:30	Agenda Item 4: Strengthening NDMO Support for National Disaster Risk Financing				

Time	Agenda Item		
	<p><u>Focus:</u> Opportunities to strengthen NDMO support for disaster risk finance at the national level</p> <p>[10 mins each presentation + 10 mins discussion]</p> <ol style="list-style-type: none"> 1) Presentation on regional efforts by PRP Disaster Risk Finance TWG – Moses Sikiyou, PIFS consultant 2) Presentation on risk pooling and PCRIC products – Akosita Drova, PCRIC Regional Coordinator 		
14:30 – 15:00	<p>Showcase Session 2: Too much water – not enough water!</p> <table border="1"> <tr> <td> <p>Flood Modelling Tool for Rakiraki, Fiji</p> <p>Multi-hazard early warning system</p> <ul style="list-style-type: none"> • SPC-Australian Water Partnership Project (Jacqui Reid) </td><td> <p>Atoll Water Scarcity/regional water engagement strategy.</p> <ul style="list-style-type: none"> • SPC-MFAT Water Scarcity and BRAC projects (Mary Alalo & Uatea Salesa) </td></tr> </table>	<p>Flood Modelling Tool for Rakiraki, Fiji</p> <p>Multi-hazard early warning system</p> <ul style="list-style-type: none"> • SPC-Australian Water Partnership Project (Jacqui Reid) 	<p>Atoll Water Scarcity/regional water engagement strategy.</p> <ul style="list-style-type: none"> • SPC-MFAT Water Scarcity and BRAC projects (Mary Alalo & Uatea Salesa)
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15:00 – 15:30	AFTERNOON TEA		
15:30 – 16:30	<p>Agenda Item 5: Partnership & Engagement opportunities for PICs</p> <p><u>Focus:</u> Identification of partnership and engagement opportunities for PICs</p> <p>[8 mins each update + 20 mins Q&A]</p> <ol style="list-style-type: none"> 1) Overview of FRANZ arrangements – Dave Vosen, DFAT Assistant Secretary 2) Peer exchange with ASEAN Humanitarian Action Centre – Abdul Aleem Siddiq, Assistant Director - Strategic Planning, Monitoring and Partnership followed by national perspective from Timor Leste 3) 2024 Asia-Pacific Ministerial Conference on DRR, Loss and Damage engagements – Gabrielle Emery, Head of Pacific Subregional Office 4) Leveraging on sports (football) to prepare for disasters and facilitate emergency response - Oceania Football Confederation – Michael Armstrong, Head of Social Responsibility 		
16:30 – 17:00	<p>Agenda Item 6: Development of a Pacific Humanitarian Response Coordination Mechanism</p> <p><u>Focus:</u> Discussion on Regional Disaster Managers role in the Forum Officials Committee (FOC) Sub-Committee on Regional Security's TWG for the development of a regional humanitarian response coordination mechanism.</p> <ul style="list-style-type: none"> • Update on Context and recent outcome of FSRS meeting on 10 April: DFAT & SPC – Exsley Taloiburi 		
17:00 – 17:30	<p>Closing</p> <ul style="list-style-type: none"> • Update by SPC on Day 2 of PRDMM & Closing remarks by Chair – Vasiti Soko, Director Fiji NDMO 		

CLOSED MEETING FOR PACIFIC REGIONAL DISASTER MANAGERS

Day 2, Friday 12th April 2024

Time	Agenda Item	Time	Agenda Item
08:30 – 09:00	Registration for National Disaster or Emergency Management agency representatives from SPC members		
09:00 – 09:30	Agenda Item 1: Presentation of the results of NDMO Directors survey feedback on SPC support (<u>Reference: Presentation 1</u>)		
09:30 – 10:30	Agenda Item 2: Draft Terms of Reference for the Regional Disaster Managers Meeting and Pacific Disaster Risk Reduction Ministers Meeting (<u>Reference: Working Paper 1</u>)		
10:30 – 11:00	MORNING TEA		
11:00 –12:00	Agenda Item 3: Opportunities to elevate the outcomes of the 2022 Pacific DRR Ministerial Meeting to PIF Leaders and other high-level forums (<u>Reference: Working Paper 2</u>)		
12:00 – 13:00	Agenda Item 4: Arrangements for the Second Pacific DRR Ministers Meeting (<u>Reference: Working Paper 3</u>) Any Other Business		
13:00 – 14:00	LUNCH		
14:00 -15:00	JOINT CLOSING SESSION FOR REGIONAL DISASTER MANAGERS <ul style="list-style-type: none"> • Summary of draft Outcomes for Regional Disaster Managers Meeting • Final reflections/interventions from Members and partners • Closing remarks – Chair and SPC 		