

Workshop Report

Introductory Workshop on Establishment of Disaster Information System and National Risk Profile

Organized by
National Disaster Management Office, Lao PDR

Supported by
ADPC, Save the Children Australia and United Nations Development Program



**Introductory Workshop on
Establishment of Disaster Information Management System & Development of
National Risk Profile of Lao PDR**

(DRAFT Report)

March 2010
Vientiane, Lao PDR

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1.0 Background

The National Disaster Management Office (NDMO) is implementing two projects under the thematic area of risk assessment and disaster information management. Those are

- a) Establishment of Disaster Information Management System (EDIS) Project of LANGOCA Program
- b) Development of National Risk Profile Project

EDIS project is being implemented under the Laos Australia NGO Cooperation Agreement (LANGOCA) by NDMO, ADPC and Save the Children Australia. The project is built on a tested System (DesInventar) in Sayaboury province under a pilot project implemented in 2008 – 2009. Disaster Information Management System that has been proved effective in Sayaboury province will be implemented at national level in 2010 under the new project. Similarly, “Development of National Risk Profile for Lao PDR”, which was awarded to ADPC by the UNDP is being implemented in partnership with NDMO and Public Works & Transport Institute (PTI). As the focal agency for disaster management activities in Laos, NDMO has been implementing two projects effectively in close association with other national level agencies, ministries, Institutions, UN agencies and NGOs.

The national risk profile project aims at national level mapping of all hazard prone areas, assessing the exposure to life and properties, potential damages, associated economic impacts and development of comprehensive strategy for disaster risk reduction. The project is scoping to develop geological, hydro-meteorological and manmade risks profile and recommendation for national level disaster risk management. The risk profile has to be developed based on disaster events and associated damage and economic losses in the past. The project was commenced from 1st February 2010. On the other hand, LANGOCA EDIS project will develop a systematic disaster loss / damage data collection system at national level and historical disaster loss data will be collected and inputted. Both projects have linkages and synergies to each other. Historical disaster damage data will be fed into to the national risk profile project and thereby sustainability and usage of disaster information for risk reduction planning will be assured.

Disaster Information Management and Risk Assessment is very important thematic area in disaster risk reduction and therefore both projects propose to establish a Technical Working Group on this sector. This technical working group will provide technical guidance and advisories to both projects in establishing disaster Information Management System and the developing National Risk Profile. It is proposed to establish this technical working group under the projects and could continue beyond the project period as a technical think-tank for the NDMO.

There are several agencies, departments, ministries and institutions involved in various aspects of hazard and risk assessment. However, it has been observed that the required data for EDIS and Risk profile development are lying with different organizations at different levels. The introductory workshop on Establishment of Disaster Information Management System and National Risk Profile was held on 09th March 2010. The objectives of the first introductory workshop were to present both projects and their work plans to a wider

audience, and obtain their feedback on the projects, draft terms of reference & members for the technical working group. The workshop helped to;

- a) Pool all resource agencies and departments possessing data related to hazard, vulnerability and disaster risks and explore type of collaboration to get the data for these projects.
- b) Understand the characteristics and type of data available with identified agencies
- c) Establish the approach for project implementation and obtained consensus on project implementation plan
- d) Form the national Technical Working Group under NDMO, which will provide necessary support for project implementation

2.0 Agenda of the workshop

The agenda of the workshop is enclosed at Annex-1

3.0 Participation of Agencies

There were 38 participants representing various national level ministries, departments, academia, UN agencies and NGOs. The list of participants is enclosed at Annex-2.

4.0 Minutes of the workshop

a. Inauguration

Mr. Prasith Dethphommatheth, Director General, Department of Social Welfare inaugurated the workshop with the presence of Dr. Bhichit Rattakul, Executive Director of ADPC, Mr. Diru Wagane, Deputy Resident Representative of UNDP, Mr. Matthew Pickard, Country Director of Save the Children Australia, and national level experts and senior level officials from various ministries and departments. A large number of national and international nongovernmental organizations were also present during the inaugural function.

In inaugural session, Mr. Prasith expressed his satisfaction on large number of agencies participating in disaster management activities. He appreciated ADPC for their active involvement and participation in disaster management activities in Lao PDR. He shared his experience, how ADPC is closely working with NDMO. He promised to provide all necessary support for disaster management project implementation. He urged government and international non-government agencies to work in collaboration to achieve effective disaster risk reduction. He further highlighted the need for establishing disaster information system and national risk profile which was a long felt need for Lao PDR. Dr. Bhichit was very impressed with active involvement of NDMO and other agencies for disaster risk reduction. He shared regional and national experience for disaster risk assessment and disaster information management. He explained the objectives and scope of ongoing projects and how these projects will help the country to promote safer communities and sustainable development. Mr. Diru Wagane, Deputy Resident Representative of UNDP,

Laos expressed his satisfaction on active involvement of national and international agencies in this exercise. He appreciated the organization of such workshop, which aims to foster the relationship between various nodal agencies and maximize the complementarities from these two stated projects. He ensured all possible support to the country for disaster risk reduction. Mr. Matthew Pickard shared his experience about the last implemented project under LANGOCA in Sayaboury province. He further briefed how the success of pilot project in Sayaboury has resulted in creating national level disaster information management system with this new project. He urged all participants maximize the opportunity provided by these two small scale projects and assist NDMO in carrying out this important task. The inauguration ceremony ended with concluding remarks by Mr. Vilayphong, Deputy Director, NDMO. He expressed his gratitude to all participants and dignitaries during the inauguration. He requested all participants to be actively involved in the workshop and fulfill the objectives of the workshop.

b. Special deliberations:

i. Presentation on Program Framework for Disaster Risk Information Management and Risk Assessment

Mr. Vilayphong presented the program framework for DRIM and risk assessment. He briefed about the disaster profile of the country, institutional mechanism for disaster management in Lao PDR and current initiatives for risk reduction undertaken in the country in close collaboration with various government and international organizations. He also presented details of EDIS and risk profile projects and objectives of the workshop. He ensured all possible support for implementing these projects which is important for the country's sustainable development.

ii. Presentation on Establishment of Disaster Information System for Lao PDR

Mr. Sisira Kumara Presented the project details of the of the EDIS project. He briefed about project activities, lessons learned from pilot project in Sayaboury and proposed work plan. In his deliberations, he discussed about the structure of the project, modules and added advantages of DesInventar system. He also demonstrated the DesInventar system using Sayaboury database. The session ended with questions and discussion/ clarifications session with the audience.

iii. Presentation on developing national risk profile of Lao PDR

Dr. Amit Kumar presented the outline of the UNDP funded project on developing national risk profile of Lao PDR. He explained objectives, scope, methodology and expected outcomes of the project. The project will result in developing national risk profile of the country with respect to geological, hydro-meteorological and made disasters.

iv. Working Session on Disaster Information Collection & Assessment

A: Disaster Loss data / information collection process and format

It was suggested by the group A to follow the existing system of public administration to collect disaster loss data on regular basis. As the focal agency, NDMO should take the overall coordination responsibility with support from other national level agencies that are identified as the focal agencies for various hazards. At the provincial level, NDMO was suggested to collect data from provinces through the provincial department of Labour and Social Welfare which is the secretariat of Provincial Disaster Management Committee (PDMC). At the district level, it was suggested to collect disaster data from the district Labour and Social Welfare department as the secretariat of the district disaster management committee. Both PDMC and DDMC secretariats should coordinate with other line departments at provincial and district level and compile the data at the secretariats. From the village level, village cluster head needs to collect disaster data and report to the district Labour and Social Welfare. In case of a large magnitude disaster, it was suggested to send special teams from district to disaster sites (village) and support village cluster leaders for data collection and compilation.

Similarly, some specialized national agencies will continue to collect disaster related data from sub national departments and agencies according to their mandates. NDMO needs to coordinate with these agencies (as given bellow) and compile data into the national database.

It was mentioned that there are agency specific disaster data collection formats /forms developed and being used by the line agencies. However those are not standardized or consulted forms with other line agencies those who may use for their day today work and planning process.

B: Availability of disaster data, past and going efforts on risk assessment exercises

Group B discussed disaster related data availability and relevant stakeholders at national level. A summary of the findings based on the group discussion is given bellow;

Table 1. Availability of Disaster Related Data with Stakeholders

Disaster Type	Department/ Agency	What type of data is available	Who is the responsible office (contact name/designation)
Flood	1. NDMO	- Flood Statistic - No. of people affected, districts, villages. . .	Ms. Vimala, Technical Officer
	2. MRC	- Flood GIS maps, water level	
	3. MHD	- Flood GIS map, rainfall and water level Data	Ms. Souvanny
	4. MOAF	- Production area effected	Mr. Aengsone, Department of Planning, CSI
	5. WREA		
UXO	National Regulatory Authority for UXO/Mine Sector in Lao PDR.(NRA)	US Air force bombing Data	Mr. Khammoungkhoun Information Management Unit, NRA
		UXO victim data	
		UXO area clearance	
	USO Lao	UXO area clearance	Mr. Vilaysouk
	MAG	UXO area clearance	

Drought	Dep. Irrigation	report	
	DMH		
	MRC		
	MOAF	Drought	Mr. Aengsone, Department of Planning, CSI
Landslide	MPWT, Dep. of Transport & Public Work	Landslide information	Department of Road
Fire	Ministry of Public Security		Department of fire prevention and protection
	MLSW	Fire victim report	
Epigamic	MOH	Epigamic information	Department of hygiene information

v. Working session on establishing Technical Working Group (TWG) on Disaster Information Management & Risk Assessment

The working session on establishing Technical Working Group (TWG) on Disaster Information Management & Risk Assessment was facilitated by NDMO and ADPC. The members for the technical working group and their roles and responsibilities were discussed and agreed upon. NDMO was requested to formalize the TWG by sending letters to the head of each agency suggested below.

A: Suggested Members for the TWG

Department/ Agency	Mandate / Role
1. NDMO	Chairperson
2. Department of Hydrology and Meteorology	Member – Floods
3. Institute of Water Resources & Environment	Member - Floods
4. LNMC	Member - Floods
5. Department of Water Resources of WREA	Member - Floods, Droughts
6. Department of Agriculture and Forestry	Member- Drought
7. Dpt of Hydrology and Meteorology	Member- Drought, Earthquakes
8. Department of Irrigation	Member- Drought
9. Office of Climate Change of WREA	Member- Drought
10. Institute of Hygiene and Epidemiology	Member - Epidemics
11. Department of Hygiene	Member - Epidemics
12. Center for Animal Health	Member - Epidemics
13. Department of Education	Member - Disaster data with schools
14. Department of Statistics	Member - Socio-economic data
15. Department of Geology	Member -Earthquakes
16. National Regulatory Authority	Member -UXO
17. Institute of Transport and Public Works	Member -Public infrastructures and facilities
18. Lao Red Cross	Member – Disaster loss data for all hazards
19. Asian Disaster Preparedness Center	Regional Technical Agency
20. United Nations Development Program	Project Support Agency
21. Save the Children Australia	Project Support Agency

B: Tasks of the Technical Working Group

- (i) Assist in data collection and review the methodologies for national risk profile
- (ii) Facilitate disaster information collection process, procedures and standardize formats in relation to EDIS and National Risk Profile Project
- (iii) Assist in expansion of the coverage of DesInventar to other provinces in the country
- (iv) Attend project related workshops, technical working group meetings and provide necessary guidance in finalizing the project outputs
- (v) Make presentations on project outputs to higher forums such NDMC
- (vi) Provide any other guidance in implementation of EDIS and National Risk Profile Project
- (vii) Assist NDMO in risk assessment, disaster information collection and management beyond the project period

In addition, number of other stakeholders those who will be attending the project related workshops and other events were identified. **(Annex 2)**. These members were categorized as stakeholders of the risk assessment and disaster information management.

5.0 Concluding Remarks

Mr. Prasith Dethphommatheth, Director General, Department of Social Welfare made conclusion remarks. He highlighted the important outcomes of the workshop and endorsed the implementation of two project work plan as presented during the workshop. He further said that NDMO will make necessary arrangements to formalize the TWG by sending letters to the members and the first meeting will be held in NDMO meeting room. Project implementing agencies will make necessary arrangements to get advice and guidance from TWG as required.

Mr. Dethphommatheth officially concluded the workshop thanking all the participants and dignitaries who attended the opening ceremony of the workshop.

Annex -1

**National Workshop on Establishment of Disaster Information Management System
and Development of National Risk Profile of Lao PDR**

Date: 09th March 2010

Venue: The Novotel Hotel, Vientiane

Time	Session	Presenter
08 00 – 08 30	Registration	NDMO / ADPC / SCA
08 30 – 09 15	Opening Remarks <ul style="list-style-type: none"> • Welcome and Opening Remarks by Mr. Prasith Dethphommatheth, Director General, Department of Labour and Social Welfare • Opening Remarks by Dr. Bhichit Rattakul, Executive Director, ADPC • Opening Remarks by UNDP • Opening Remarks by Mr. Matthew Pickard, Country Director, Save the Children Australia 	NDMO ADPC UNDP SCA
09 15 – 10 15	Program Framework for Disaster Risk Information Management and Risk Assessment <ul style="list-style-type: none"> • LANGOCA EDIS Framework for Disaster Information Management • NDMO UNDP Framework for Development of National Risk Profile 	Mr. Vilayphone, Deputy Director, NDMO
10 15 – 10 30	Tea / Coffee Break	
10 30 – 11 15	Presentation on Establishment of Disaster Information System for Lao PDR	Mr. Sisira Kumara, ADPC
11 15 – 12 00	Presentation on Development of National Risk Profile and the methodology	Mr. Arambepola / Dr. Amit Kumar, ADPC
12 00 – 13 00	Lunch	
14 00 – 15 00	Working Session on Disaster Information Collection & Assessment <ul style="list-style-type: none"> • Process • Availability of disaster data, past and going efforts on risk assessment exercises • Forms/ process/ procedures 	Facilitated by NDMO and ADPC
15 00 – 15 15	Tea / Coffee Session	
15 15 – 16 00	Working session on establishing Technical Working Group (TWG) on Disaster Information Management & Risk Assessment <ul style="list-style-type: none"> • Identifying members • Defining their roles and responsibilities (ToR) • Work Plan 	Facilitated by NDMO and ADPC
16 00	Concluding Remarks	NDMO / ADPC

Stakeholders for Risk Assessment & Disaster Information Management System

No	Department / Agency / Ministry / Organization
01	National Disaster Management (NDMO)
02	Water Resources and Environment Institute (WERI)
03	Department of Labour & Social Welfare
04	Remote Sensing Center, Water Resources and Environment Institute (WERI), WREA
05	Department of Meteorology and Hydrology , WREA
06	Lao National Mekong Committee (LNMC), Prime Minister's Office
07	Technical Support Division, Mekong River Commission Secretariat
08	National Geographic Department
09	Department of Planning (DoP), Ministry of Agriculture and Forestry (MAF)
10	Statistical Division, DoP, MAF
11	National Agricultural and Forestry Research Institute (NAFRI), MAF
12	National Educational Research Institute, Ministry of Education
13	National Statistics Department, Ministry of Planning and Investment (MPI)
14	Department of Planning, Ministry of Planning and Investment
15	Department of Energy, Ministry of Energy and Mines (MEM),
16	GIS Division, Department of Geography, National University of Laos
17	Center for Laboratory and Epidemiology, Department of Hygiene and Prevention, Ministry of Health
18	National Agricultural and Forestry Research Institute (NAFRI), MAF
19	GIS Database Unit, Lao National UXO Program, Ministry of Labour & Social Welfare
20	Lao Red Cross
21	Public work and Transport Institute (PTI)
22	Save the Children Australia
23	AusAID
24	United Nations Development Program (UNDP)
25	Mine Action Program, UNDP
26	World Food Program
27	Asian Disaster Preparedness Center (ADPC)
28	Care International, Lao
29	Oxfam Australia, Laos
30	World Vision, Laos
31	Food & Agriculture Organization (FAO), Laos
32	French Red Cross, Laos
33	UNICEF, Laos
34	Dpt of Livestock and Fisheries
35	Dpt of Healthcare

**List of Participants- National Workshop on Establishment of Disaster Information
Management System and Development of National Risk Profile
09 March 2010, Vientiane, Lao PDR**

No	Name and Surname	Position	Organization	Telephone	Email Address
1	Mr. Synook Thilavong	FSS	National University of Laos	2457161	synook2007@hotmail.com
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33	Mr. Loy Rego	Deputy Executive Director	ADPC		airego@adpc.net
34	Mr. Arambepola	Director, UDRM	ADPC		arambepola@adpc.net
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