



INTERNATIONAL TELECOMMUNICATION UNION



United Nations
ESCAP

Joint ITU – ESCAP Regional Workshop on Disaster Communications

**UN Conference Centre,
Bangkok, Thailand**

12 – 15 December 2006

Organized jointly by:

International Telecommunication Union (ITU)

Economic and Social Commission for Asia and the Pacific (ESCAP)

1. BACKGROUND

Disaster management has a higher profile since a spate of major disasters led by the tsunami of 26 December 2004 plus major earthquakes in Iran, Pakistan, Indonesia, floods in southern and eastern Asia, drought and flash floods in various countries, and recently tsunami-hit again in Java, Indonesia.

Information that could help reduce the risk from disasters has not always been effectively communicated to relevant officials or the general public. Information essential to the development of disaster early warning has not always been available for needed use. Disaster early warnings have sometimes not reached the appropriate people in a timely manner. Communication links are often unavailable for disaster relief and operations when a disaster strikes. Dissemination of disaster warnings to responsible officials and the general public could be made more effective. Deployment of needed disaster response communications can be improved.

Losses from future disasters with the potential to disrupt national economies and acting as impediments to sustainable development can be reduced if Emergency Telecommunications is integrated into comprehensive development planning. At the center of all this, a ubiquitous, resilient, and multi-hazard telecommunications network is critical, not only in linking networks of warning centers, seismic and water-level reporting stations that are sources of vital information, but providing a last mile link to the population who require timely warnings.

However, several challenges also need to be addressed. Raising adequate financial resources that are readily available and can easily be deployed to help countries affected by disasters remains a big challenge. Partnership building with satellite, fixed and mobile operators, industry, and governments is therefore critical. Promoting the implementation of the *Tampere Convention* still remains a big challenge among those countries that have ratified the Convention while promoting the ratification of this convention by countries that have not ratified is equally important.

In order to effectively respond to the unprecedented increase in the frequency and magnitude of disasters, future development work must be fully supported by disaster reduction measures by ways of integrating Emergency Telecommunications into the Strategic Plan.

2. OBJECTIVES

ITU and ESCAP are jointly organising a Regional Workshop on Disaster Communications aiming at providing guidance on technical, policy and institutional issues in the development of networks, systems and possible regional cooperation mechanisms for communications supporting disaster management with emphasis on emergency situations for the countries in Asia and the Pacific, especially the least developed countries, developing countries, as well as small developing islands.

Specific objectives of the workshop are to:

- update on-going activities related to disaster communications in participating countries
- enable potential donors to explain opportunities to potential recipients

- identify suitable technologies, features and technical options for disaster communications
- enhance institutional and human capacity on utilising telecommunications for disaster management using case studies, lesson learned, and experiences from other countries
- develop a common framework for development of National Emergency Telecommunication Plan
- promote the importance of the *Tampere Convention*
- explore possible regional cooperation mechanisms for sharing information and practices, and for international response to major disasters

3. EXPECTED OUTCOMES

- Recommendations on discussed topics
- Common framework for development of national disaster communication plan
- Preliminary agreement of regional cooperation for disaster management and response
- Action plan addressing identified issues/concerns.

4. TARGET GROUP

Target beneficiaries are Least Developed Countries (LDCs), Small Island Developing States (SIDS), and developing countries in the Asia-Pacific region, and particularly country authorities i.e. telecom regulators, national disaster management organizations, Ministries of ICTs, Ministries of the ESCAP region, as well as telecom/service providers.

Target participants are country delegates, telecom/service providers, international organizations, UN agencies, NGOs, R&D institutions.

Partners will be encouraged to pursue their appropriate agendas related to partnering towards improved disaster management communications.

5. WORKING METHODS

As one goal of the Meeting is to compile a list of relevant recommendations (with anticipated time-frames for implementation), participants are encouraged to reflect on such recommendations prior to the Meeting. Such recommendations may be useful for Governments and partners in prioritizing and gaining support for such agreed recommendations. Each Session will conclude with a brief discussion on possible recommendations relevant to the topic of that particular Session.

INSTRUCTION FOR SPEAKERS

Each speaker is allocated 20 minutes for his/her presentation and is requested to submit a copy of the presentation in Microsoft PowerPoint format at least two weeks before the commencement of the workshop. He/she is also invited to contribute an accompanying paper, in either Microsoft Word for Windows format, or in PDF format.

It is also necessary to supply a short summary (8-10 lines) from each speaker, for the Chairman's introduction.

For country presentations, as it is expected for a large number of country delegates to make presentations, a maximum of 20 minutes will be allocated for each country presentation. A country presentation should take into account the following theme in addition to his/her main topic:

- disaster threats in a country;
- national authorities involved in disaster management and particularly in disaster communications;
- strategy and initiatives towards disaster management;
- work progress so far (if applicable);
- challenges and areas of assistance needed in disaster management.

Contributions for presentations and papers will be published on the ITU and/or ESCAP web site. Any document (workshop summaries, etc) produced during the workshop will also be distributed via the web site approximately two weeks after the workshop.

IMPORTANT NOTICE

The author of each submission to the workshop shall accept that ITU/ESCAP make the submission publicly available on the ITU and/or ESCAP web site.

Please prepare your presentation taking into account the following details:

- time for each presentation: 20 minutes;
- on the first page/slide the following information should be clearly stated:
 - presentation title / theme of the paper;
 - name of the author(s)/co-author(s);
 - affiliation (including e-mail address);
 - ITU/ESCAP Disaster Communications Workshop, 12 – 15 December 2006, Bangkok, Thailand;
- all presentations and papers shall be submitted in English.

6. FELLOWSHIPS

The participation of your organization is of high importance and we count on your presence in the event. We are pleased to inform you that ITU will provide 1 full fellowship or 2 partial fellowships to delegates from each of the Least Developed Countries and eligible Developing Countries in Asia and the Pacific, who are duly authorized by ITU Administrations. The number of delegates from a country is not limited. However, the country will bear all costs of additional delegates.

Full fellowships are awarded under the following conditions:

- a round trip air ticket in economy class from country of origin to venue by the most direct and economical itinerary;
- a daily allowance to cover cost of board/lodging and miscellaneous expenditure;
- it is imperative that participants awarded ITU fellowships are present from the first day and participate during the entire fellowship period.

Partial fellowships are awarded under the following conditions:

- a round trip air ticket in economy class from country of origin to venue by the most direct and economical itinerary;
- it is imperative that participants awarded ITU fellowships are present from the first day and participate during the entire fellowship period.

7. LOGISTICS

REGISTRATION AND IDENTIFICATION BADGES

Invitees who wish to participate in the workshop should complete the **registration form** and return it to ITU no later than 10 November 2006.

Participants are requested to register and obtain meeting badges at the Registration Counter, located in front of the meeting room between 8:00 to 8:30 a.m. on 12 December 2006. Participants who are not able to register on the opening day are requested to do so on subsequent days, to ensure that their names appear on the list of participants. Without registration, names of participants will not be included in the list.

For identification and security reasons, all participants are requested to wear the meeting badges at all times during the meeting, at social functions and in the United Nations complex.

VENUE

The meeting will be held at UN Conference Centre located at:

**Economic and Social Commission for Asia and the Pacific
The United Nations Building
Rajdamnern Nok Avenue
Bangkok 10200
Thailand**

Telephone numbers: +66 2 288 1234

Facsimile number: +66 2 288 1000

VISA

All participants are requested to have a valid passport, and, if required, to obtain appropriate entry visa from the Thai diplomatic or consular missions at the point of origin or en route prior to entering Thailand. Applications for visas should be made as soon as possible, with reference to the Joint ITU/ESCAP Regional Workshop on Disaster Communications.

AIRPORT TAX

For international flights, Baht 500 is to be paid at the time of departure. Airport tax must be paid in cash.

TRAVEL AND ACCOMMODATION

Participants should make their own transportation arrangements from Bangkok International Airport to their respective hotels. Public metered-taxi, and bus services are readily available at the airport.

Accommodation may be reserved at the request of participants at the following hotels which are close to ESCAP and offer special rates. The hotel will provide shuttle bus between the hotel and ESCAP during the meeting period. Participants are requested to confirm the schedule of the shuttle bus with the hotel reception counter while check-in.

Name and Address	Driving distance to UNCC (minutes)	Daily room rates (Baht)	
		The hotel room rates are subject to change without prior notice	
		Single	Double
Royal Princess Hotel 269 Larn Luang Road Bangkok Tel: +66 2 281 3088 Fax: +66 2 280 1314	5-10	2,000	2,200

http://bangkok-larnluang.royalprincess.com/			
Prince Palace Hotel 488/800 Bo Bae Tower Damrongrak Road, Klong Mahanak Bangkok Tel: +66 2 628 1111 Fax: +66 2 628 1000 http://www.princepalace.co.th/	10-15	1,400	1,600
Hotel De' Moc 78 Prajatipatai Road Bangkok Tel: +66 2 282 2833, 629 2100-5 Fax: +66 2 280 1299 http://www.thaihotel.cc/en/home.html Fax: +66 2 281 8153 http://www.viengtai.co.th/	5-10	950	1,250

The rate quoted above represents group room rates, inclusive of daily American breakfast, service charge and government tax. Charges for meals other than the American breakfast will be extra and are subject to a 10 per cent service charge and 7 per cent tax. The hotel room rents are subject to alteration without prior notice.

8. WEATHER AND TIMEZONE

June to October is rainy and the average temperature is 28 degree Celsius. The local time is GMT + 7.

9. BUSINESS HOURS

Office hours are from 9 a.m. to 5 p.m., Monday to Friday. General banking hours are Monday to Friday 9:30 a.m. to 3:30 p.m. Department stores are generally open on all days between 11:00 a.m. to 9:00 p.m.

10. CURRENCY AND CREDIT CARDS

The local currency is Thailand Baht (THB). The commercial banks in the city, forex bureaus, and hotels provide currency exchange facilities.

The exchange rate (as of August 2006) is: **1 USD = 37.95 Baht**

Internationally recognized credit cards are accepted by the hotel and department stores (Visa, Master, Diners Club, and American Express) for the purchase of goods and for any other financial transactions.

11. ELECTRICITY

Voltage in Thailand is 220-240 AC, 50 Hertz. Plugs are not standardized. There are at least three different types of plugs, some with two pins and other with three pins; thus you should bring a universal adapter.

8. FURTHER INFORMATION AND CONTACT DETAILS

LOGISTICAL MATTERS (Including requests for fellowships and registration form)

Ms. Tanitta Virayavanich

ITU Regional Office for Asia Pacific
89/2 Chaengwattana Road, Laksi
Bangkok 10210, Thailand
Tel: +66 2 574 8565, +66 2 574 9326
Fax: +66 2 574 9328
Email tanitta.virayavanich@itu.int

Or

Mr. Wisit Atipayakoon

ITU Regional Office for Asia Pacific
89/2 Chaengwattana Road, Laksi
Bangkok 10210, Thailand
Tel: +66 2 574 8565, +66 2 574 9326
Fax: +66 2 574 9328
Email wisit.atipayakoon@itu.int

SUBSTANTIAL MATTERS (Including agenda, presentations, documents, speakers)

Mr. Wisit Atipayakoon

ITU Regional Office for Asia Pacific
89/2 Chaengwattana Road, Laksi
Bangkok 10210, Thailand
Tel: +66 2 574 8565, +66 2 574 9326
Fax: +66 2 574 9328
Email wisit.atipayakoon@itu.int