

II SESSION OF THE EXECUTIVE BOARD OF THE TECHNICAL CENTRE FOR DISASTER RISK MANAGEMENT, SUSTAINABILITY AND URBAN RESILIENCE (DiMSUR)

Lilongwe, Malawi

2 and 3 December 2014, 9:00-17:00

The II Session of the Executive Board of the DiMSUR took place at the Sunbird Hotel on 2. and 3. December 2014, from 09:00 to 17:00. The meeting was organised by the Secretariat of the DiMSUR (UN-Habitat), who also acted as rapporteur of the sessions. The sessions were conducted timely and all points of the agenda were discussed thoroughly.

Executive Summary: During the two day meeting the Executive Board discussed a sequence of important matters and made the following main decisions:

- (a) Oxfam among the three proposals will be invited to the EB as representative of the civil society.
- (b) The Memorandum of Understanding was signed by the Vice-President and the DiMSUR was officially established.
- (c) The member states have to make commitments to the DiMSUR to optimize funding possibilities.
- (d) The NFP is a full time job, independent from its hosting institution.
- (e) The position of the Executive Director will be offered to Mr. Ahmed Ouledi.
- (f) The logo option 1 will be finalized and the Comoros will be added.
- (g) The office space for the ED will be in Moroni, Comoros, until the office space in Maputo, Mozambique, is available.
- (h) The academia will be responsible to facilitate invitations for the Consultative Group using their existing network.
- (i) The focus of the DiMSUR will be on Resilience Action Plans through exchange of experiences, knowledge transfer and pilot solutions. The ED will be responsible for preparing the 10-year Strategic Plan.
- (j) New resources need to be mobilized through fund raising by all involved in the DiMSUR.
- (k) During the first quarter of 2015, the focus needs to be on training and tools, increasing visibility and possibilities of and for the DiMSUR.
- (l) Collaboration with local municipalities and sensitization of population is necessary for the success of the centre.

The detailed content, recommendations and decisions of the sessions are listed below. The presentations and additional material can be found in the annex.

DAY 1: 2 December 2014, 9:00-17:00

Session 1: Initial Proceedings

- Designation of the Session's Rapporteurs
- Adoption of the Agenda of the Session
- Composition of the EB

Summary: During the first session UN-Habitat assisted the Chairperson – represented by Malawi – in the introductory remarks and informed the EB that the delegate of the SADC was not able to attend the meeting due to unforeseen circumstances. The Secretariat – currently UN-Habitat – proposed three NGOs as representatives of the Civil Society to be part of the EB. The EB decided unanimously to invite Oxfam among the three proposals to the EB which is omnipresent in the member and target countries.

Member	Intervention	Recommendation	Decision
UN-Habitat	Welcome participants to the II Session of the Executive Board		
All	Round introduction of EB members, Secretariat members and observers present		Refer to List of Presence
UN-Habitat	Absence of Kennedy Masamvu (SADC) who was involved in a car accident and is not able to attend the meeting.		Approved unanimously
Chairperson	The agenda for the two days has had a few updates due to the courtesy call to the Vice Present, which was not predicted. The new agenda is introduced.	1.1 Approve Agenda	Approved unanimously

Composition of the EB

UN-Habitat	Presentation of selected possibilities for membership of the civil society. (ANNEX 1) It is important to have a variety of stakeholders in the EB. The civil society will have one representative initially. Oxfam, IFCR and COOPI are the three proposals from the secretariat.		
Comoros	All the organizations complement each other in what they are doing. COOPI is based in Madagascar, but worked with all four countries and thus can be a key partner. Nevertheless		

	the Comoros suggest Oxfam.		
Université d'Antananarivo	IFRC is omnipresent. UNICEF and USAID should also be considered as an option since it is, among others, present at a regional and national level.	1.2 UNICEF and USAID should be considered	
UN-Habitat	Neither UNICEF nor USAID are civil society organizations; they would not meet the requirements of the Charter. Options have to be ranked since the first will not necessarily accept the offer. The other proposed organizations can also be invited to the Consultative Group to advise programmatically and strategically.	1.3 UNICEF and USAID are not eligible to be part of the EB, since they are not civil society organizations	
Malawi	1. Oxfam, 2. IFRC, 3. COOPI		
North-West University	1. Oxfam strongest partner 2. IFRC has strong potential if we can establish their interest in working with the DiMSUR		
Madagascar	Oxfam is not present in Madagascar and cannot represent the country.		
UN-Habitat	The representative of the civil society in the Executive Board will be part of the decision making body, but several other CSOs can be worked with. Oxfam has informed in a preliminary way that they are at the point of opening an office in Madagascar.		
Chairperson	Agreement on 1. Oxfam, 2. IFRC, 3. COOPI	1.4 Oxfam to be invited for the EB as first, IFRC second, COOPI third option	Approved unanimously

Session 2: Vice President Courtesy Call

- Remarks by Mr. Paul Chiunguzeni
- Remarks by a representative from UN-Habitat and member states
- Remarks by Vice-President

- Signature MoU

Summary: Malawi's vice-president emphasized the importance of a centre such the DiMSUR and signed the Memorandum of Understanding. The DiMSUR was officially launched.

Member	Intervention	Recommendation	Decision
Chairperson	Decision on who will speak during the reception of the Vice President. Option 1: every member group of the EB makes a statement or Option 2: one speaks for all		
Comoros	One speaks for all		Approved unanimously
UN-Habitat	Proposes that academia also says something due to its importance.	2.1 Academia makes a statement	
North-West University	Agrees and takes the responsibility for it		North-West University represents the academia
Chairperson	Who will speak on behalf of the member states?		
Comoros	Mozambique should as location of the headquarters	2.2 Mozambique speaks for the other member states	
Mozambique	Accepts the proposal, but places the doubt, that Mozambique might not be able to talk on behalf of all countries		Mozambique represents member states
Reception Vice-President			
Chairperson	Opening Works		
UN-Habitat	Remarks as Secretariat		
North-West	Speaking on behalf of the academia		

University			
Mozambique	Speaking on behalf of the member countries		
Vice-President	Speaking about importance and relevance of the DiMSUR and signing the MoU.		Signing the MoU

Session 3: Progress Update

- Update on progress made (WUF, SASDiR, Washington, brochure etc.) and funding possibilities
- Visual Identity: presentation of logo and colour identity options and decision making
- Questionnaire 10-year Strategic Plan

Summary: The second session was opened by an update regarding the progress made and funding possibilities. The World Bank advised to optimize funding possibilities by suggesting that member states make commitments to the DiMSUR as a way to show country's commitment to the initiative. These commitments do not necessarily have to be of financial nature. Being independent from donors and financially viable is a key to become a sustainable centre. The options for the visual identity were introduced with the suggestions to add the Comoros in the map. Further comments and the decision were made individually by written comments on the hand-outs. The results were compiled and presented the next day (cf. Day 2, Session 5).

In order to make a joint decision in term of the further development of the DiMSUR, a questionnaire was handed out. The results were compiled and presented the next day (cf. Day 2, Session 7).

Member	Intervention	Recommendation	Decision
<i>Update on progress made and funding possibilities</i>			
UN-Habitat	Presentation of communication process (ANNEX 2)		
Chairperson	What are the funding possibilities?		
UN-Habitat	Possibility to collaborate with the World Bank.		
World Bank	World Bank and EU are very supportive of the DiMSUR. Nevertheless the benefitting countries need to make commitments to be more independent from the donors. It is easier to fundraise if the member countries contribute something to the DiMSUR (e.g. personal, office space etc.). The money is running out quickly, but the World Bank is doing the best and	3.1 Commitments by the member states are necessary	

	will continue looking for ways to support the initiative.		
Madagascar	Precision on membership fee		
UN-Habitat	No definition of the contribution yet due to the countries' wish. But it does not have to be monetary; there are several other possibilities and opportunities.	3.2 Contributions do not have to be monetary	
Mozambique	Need to figure out the matter concerning membership fee not to restrict others to join or not. Sustainability of the centre is a key matter. Suggestion to reflect about the countries' contribution in terms of membership fee and modalities.		
Mozambique	It needs to be clear: are we going to contribute through membership fees? If yes, we need to go to high levels for budgetary planning		
Comoros	For actual monetary contributions we will need to go to high political levels (decision makers) due to budgetary constraints. Meanwhile we need to reflect our commitment on a technical level to influence the political decisions. Other types of contribution are possible: countries could be in charge of financing the National Focal Points in the countries. The Comoros can contribute by making one personnel available as the NFP, which I can confirm as COSEP.		
Malawi	These types of contribution need to come from high level (country budget planning). However, it is our responsibility to recognize that we need to contribute somehow. Contribution through National Focal Points is possible right now. Contribution in other forms would come in a second moment possibly.		
UN-Habitat	UN-Habitat is contributing highly through staff time. The DiMSUR needs to be financially viable, but it is still very opened in the MoU and Charter on how to achieve such a viability. The stronger idea is that the DiMSUR will be a service provider and will be able to be paid for key services. The Secretariat will come back to all the members with an initial in-kind proposition (as personnel or similar) and proposal for a possible symbolic contribution for the DiMSUR to show commitment.	3.3 Proposal for modalities of contributions will be prepared	Approved unanimously
Visual Identity			

UN-Habitat	Presentation of the logo options and basis for discussion (ANNEX 3)		
North West University	I like the idea of the shield very much (ANNEX 3.1 - Option 1)		
Comoros	Add a symbolic point for the Comoros that would be important.	3.4 Add the Comoros in the logo	Approved unanimously
Malawi	I like the one in the centre as well. (ANNEX 3.1 - Option 3) We need to have the logo in different languages.		
UN-Habitat	Once we agree on the logo, all branding materials will be developed based on it. Decision will be made by writing opinions in your hand-out of the Logo with suggestions of improvement	3.5 Individual decisions and comments on the hand-out	
Questionnaire			
UN-Habitat	Presentations of the questionnaire for preparing the 10-year Strategic Plan of the DiMSUR (ANNEX 4)		Approved unanimously
Madagascar	Clarification of question five considering the funding plan introduced by UN-Habitat earlier		
UN-Habitat	Continue raise funds for initial years, but in midterm, it should start finance itself and does not rely on donations		
Chairperson	Return questionnaire by 6:00 pm to Secretary today		Approved unanimously

Session 4: DiMSUR Staffing

- Review of National Focal Points (NFP) ToRs and application process
- Recruitment of the Executive Director Ad Interim: Review of the process and decision making by the EB

Summary: The first draft of the ToRs for the National Focal Points (NFP) was presented. The NFP is a full time commitment and will be based in the countries. The trust of the government in the NFP is important and although –according to the Charter- the government cannot recruit the NFP independently, the EB will not validate a recommendation by the ED which is not accepted by the countries (no objection letter needs to be obtained from each respective coun-

try once the NFP recruitment has been undertaken under the leadership of the DiMSUR ED). The ToRs will be finalized after receiving feedback from the member states. The recruitment process of the ED was reviewed and the decision on the suitable candidate made. All the recommended candidates by UN-Habitat were found as suitable by the member countries. In the absence of UN-Habitat the EB decided to offer the position to Mr. Ahmed Ouledi. In case of rejection, the second choice is Mr. Pedro Tomo.

Member	Intervention	Recommendation	Decision
<i>Review of National Focal Points (NFP) ToRs ad application process</i>			
UN-Habitat	Presentation of the ToRs for the NFP (ANNEX 5)		
Chairperson	Are the ToRs available in all three languages?		
UN-Habitat	<p>Not yet, but there will be one after discussing and finalizing it, which will be circulated.</p> <p>It is not necessary to decide on the final recruitment process and the ToRs for now. The aim for now is to present the ToRs, get feedback, improve it and send it to the members for validation before its publication. There will be general ToRs for all the NFP, but specific ones for each country.</p> <p>The substance of the ToRs comes from the MoU and Charter. Although the NFPs will be based in the countries and will interact with the countries' government, it is important to highlight that they will be part of the DiMSUR which is an autonomous body. It is important that the ED is actively involved in the selection process, as indicated in the Charter, otherwise his/her authority will be limited.</p> <p>NFP is a full time job.</p>	<p>4.1 General ToRs for NFP in all countries, but also specific items for each country should be considered</p> <p>4.2 NFP is a full time job</p>	<p>Approved unanimously</p> <p>Approved unanimously</p>
Comoros	The availability of the candidate is very important and should be added to the ToRs.	4.3 Availability for full time job should be included	
UN-Habitat	Problems in other projects occurred because expert was not available on a full time basis and had other commitments.		
Mozambique	Does the NFP have to be necessarily a national from the country?		

UN-Habitat	Yes, the NFP has to be a national from the country.		
Mozambique	What is the involvement of the ED in the selection process?		
UN-Habitat	The NFP is native of the country where he/she works; according to MoU and Charter the ED recommends the candidate to be approved by the EB of the DiMSUR. It is natural that the EB will not validate a recommendation that is not accepted by the country. One option: If the governments want to second someone to be the NFP, one additional technical person can be hired for full time support.		
Mozambique	The NFP has to be someone who is of utmost trust of the government. The government cannot only be an observer without voting rights during the selection. If the government is not able to participate to the selection process of the NFP it might be a problem. How can the final candidate be of trust and accepted if the government cannot decide on his/her recruitment?		
UN-Habitat	<p>The ED needs to be involved in the recruitment process of the NFPs, otherwise the DiMSUR will lose its autonomy as a centre. The MoU and Charter need to be respected.</p> <p>The suggested proposal is for the ED to chair the selection process and recommends someone. Before the recommendation goes to the EB who is the body which validates the decision, a No-Objection Letter needs to be obtained by the concerned national government where the NFP will be based.</p>	4.4 ED indicates the NFP after having chaired the selection panel; if the concerned national government has no objection on the recommended candidate, the recommendation goes to the EB for final validation	Approved unanimously
Comoros	The operational role of the NFP is very important. Will the NFP be autonomous to act or is coordination with other organizations necessary? Where will the NFP be based?		
UN-Habitat	The main role of the NFP is to build and strengthen partnerships for the benefit of the DiMSUR; the NFP does not have an institutional coordination role at the country level, which is the responsibility of the government. The NFP could have an individual office to be more autonomous, but with the current resources limitations, the NFP has to be hosted by an ex-		

	isting institution. It is important to note that the NFP reports primarily to the DiMSUR ED, but of course he/she will need to keep always the national counterparts informed about the DiMSUR activities		
Chairperson	Based on the ToRs highly trained professionals are demanded. Due to budgetary constraints, maybe within own organizations the person can be provided.		
UN-Habitat	The NFPs and the ED are the key people for the success of the initiative; the NFPs have to work full time and be fully involved in all DiMSUR activities. After the feedback from the countries in terms of recruitment process, tasks and responsibilities, the ToRs will be finalized. The translations of the ToRs will be provided and feedback received before the holiday season.	4.5 Feedback on ToRs of NFP from all the members for method of recruitment, tasks, responsibilities etc. before the holiday season	Approved unanimously
<i>Recruitment of the Executive Director</i>			
UN-Habitat	<p>Presentation of the ED recruitment process in detail for basing the decision making. (ANNEX 6)</p> <p>In Abuja in May 2014, it was agreed unanimously three times that UN-Habitat, as DiMSUR Secretariat a.i. will be in charge of the recruitment process on behalf of the DiMSUR EB. UN-Habitat followed the rules and regulations of the UN and took several months to guarantee the best person for the ED. The process was very transparent, included other agencies and in the end one person was recommended, but any of the other 3 candidates that gathered the minimum requirements for the post can be chosen by the EB.</p> <p>The panel report with all questions, answers and scoring of all the seven interviewed candidates was circulated. The decision to recommend one person was made in a consensual manner by the recruiting panel and was communicated to the EB by the panel's chair. The secretariat sent the document to justify which person chosen, everybody approved except Mozambique.</p> <p>UN-Habitat proposes that the members of the EB decide on the suitable candidate to be appointed as ED of the DiMSUR without its participation, since it is naturally biased by</p>		

	having conducted the recruitment. However UN-Habitat will not change its recommendation on the selected candidate.		
Chairperson	Thank you for the briefing of the recruitment. This session has to come up with a decision, we cannot effort to delay it any further; UN-Habitat can excuse itself.		
<i>EB discusses the recruitment of the ED</i>			
Chairperson	The Secretariat a.i. (UN-Habitat) is welcome again to join the EB meeting. Thank you for the work done. The EB has deliberated and has taken into account the recommendations. The shortlisted candidates recommended are suitable for the job and have adequate profiles. The EB has decided that the position should be offered to Mr. Ahmed Ouledi. In case he rejects the offer, Mr. Pedro Tomo should be recruited for the position.	4.6 Position of Executive Director should be offered to Mr. Ahmed Ouledi. In case he rejects, Mr. Pedro Tomo should be recruited	Approved unanimously
UN-Habitat	Thank you for the decision.		
Chairperson	Closing remarks.		

DAY 2: 3 December 2014, 9:00-16:30

Session 5: Review of the first day

Summary: The Secretariat provided the highlights of the first day which included the selection of the civil society representative, signature of the MoU, discussion of the DiMSUR logo, a description of how the 10-year Strategic Plan will be prepared, the presentation of the NFP ToRs and the selection decision of the candidate for the position of DiMSUR ED.

Member	Intervention	Recommendation	Decision
Malawi	Welcome to the second day of the meeting. The Chairperson (Mr. Paul Chiunguzeni) excuses his later arrival due to other commitments. Until his arrival the Chairperson will be replaced by Ms. Gift Mafuleka.	5.1 Chairperson is replaced by Gift Mafuleka (Malawi)	Approved unanimously
UN-Habitat	Review of the key points and decisions of the first day. The Secretariat also informed that	5.2 Logo (Option 1) will be	Approved

	the logo selected was Option 1 (ANNEX 3.1), which will be finalized with the designer. However, the Secretariat alerted that the copyright issue needs to be cleared before proceeding with the development of the branding materials.	finalized	unanimously
Chairperson	In terms of the selected logo, we need to sort out the issue regarding the copyright.	5.3 Sort out copyright issue	

Session 6: Administrative Update

- Update on the DiMSUR Physical Premises
- The legal establishment of the DiMSUR in Mozambique
- Establishment of the Consultative Group

Summary: The process of providing an office space for the ED has been delayed due to the lack of a host country agreement of the DiMSUR in Mozambique, which could not start before the signature of the MoU and of the Charter. Furthermore the rent of the proposed office space is too high considering the current resources available for implementing the DiMSUR initiative. Since the ED has to start working as soon as possible, he may initiate his assignment based in his country of residence. The COSEP (Comoros) has made a commitment to offer an office space – to be formalized through a letter - for the ED to start working from Moroni.

The ToRs for the Consultative Group were presented with a proposal of a list with institutions and persons for the CG. The member states will review the proposed list and add or remove further candidates. The academia will be responsible to facilitate invitations for the CG using their existing network.

Member	Intervention	Recommendation	Decision
<i>Update on the DiMSUR Physical Premises/The legal establishment of the DiMSUR in Mozambique</i>			
UN-Habitat	Presentation of the issue of the Physical Premises (ANNEX 7)		
Chairperson	The DiMSUR needs an independent space since the ED is not supposed to report to the host institution. Increasing operation costs of the centre because of high rents in Maputo may hamper the implementation of the initiative considering the scarce resources available; the operational costs are very high and the Centre is not yet generating (enough) income to sustain itself.		
Mozambique	The information presented by UN-Habitat is confirmed. The problem occurred because INAM (the host institution of the DiMSUR) has never received a formal letter regarding	6.1 Another location in Mozambique, for the DiM-	

	<p>the intention to use its premises to establish the DiMSUR physically. After visiting the facility a letter of interest was produced by UN-Habitat and sent to the National Institute of Disaster Management (INGC), which forwarded it to INAM. The bureaucratic process took very long. The rent calculated is too high and the method of calculation unknown.</p> <p>A host country agreement to be signed by the Ministry of Foreign Affairs is necessary before undertaking further steps. The Legal Advisor hired by the Secretariat can greatly help for such a purpose.</p> <p>The whole process was furthermore delayed due to the recent elections. The new government will be established only in February 2015. The whole process may take some time to be concluded but in case of urgency and of economic constraints, another location for the DiMSUR could be envisaged.</p>	SUR, besides INAM, is possible	
Comoros	<p>Until today, there is still no host country agreement of the DiMSUR in Mozambique. It is highly distressing that when deciding for Mozambique hosting the Centre, the Mozambican government made a compromise to provide the premises. Does the offer made by the government still stand?</p>		
UN-Habitat	<p>The signed MoU and Charter for the DiMSUR needed to exist and being signed for starting to prepare the host country agreement. A legal expert was supposed to join this meeting but, due to contract issues, he was not able to come.</p> <p>We are confident that the Mozambican government is committed to support the process of negotiating better rates for the DiMSUR premises.</p>		
Chairperson	<p>Mozambique needs to answer the questions from the Comoros directly.</p>		
Mozambique	<p>The government has not made any compromises before: there was interest at the technical level manifested but not formalised. Concrete compromise will be made during the formulation of the host country agreement, which will specify the responsibilities of the government towards the DiMSUR, including the provision of the space. Once the host country agreement will be signed, the different issues will be solved, including giving diplomatic immunity to the ED, etc.</p>		

Chairperson	Considering the delay of the process and the urgent need to roll out activities, how long would the government take to define/provide a space for the staff of the DiMSUR to conduct activities?		
Mozambique	Neither time nor deadline can be defined due to the mentioned reasons. Negotiations between the Secretariat of the DiMSUR and the INAM need to be defined in detail.		
North-West University	Networking capabilities and similar tasks for the ED do not necessarily require a physical office in times with internet and telephone.	6.2 Virtual office space	
Comoros	Temporary space is necessary. For now there is no space and the question arises, if the ED could start working in Mozambique without the host country agreement.		
Madagascar	A legal procedure is needed, but how can the ED work for now when the host country agreement does not exist yet?		
UN-Habitat	The DiMSUR was legally established yesterday. In order to have the headquarters legally in Mozambique, a host country arrangement is necessary. Without the legal establishment, no host arrangement could have been made in advance. The suggestion of the North-West University is good, but nevertheless a physical office is needed. The virtual office can be an interim solution.	6.3 ED can start working based in his country of residency as soon as possible and can be employed as interim solution	Approved unanimously
Comoros	Mozambique needs to identify the office space as soon as possible. The physical office is needed for the DiMSUR to work effectively.		
Chairperson	The EB does not want the DiMSUR to be a briefcase institution, but a real one with physical premises headquartered in Mozambique.		
Mozambique	It remains a challenge to locate the DiMSUR in Maputo, but it will be successfully solved.	6.4 INGC to lead negotiations with INAM alongside establishment of Host agreement for identification of solution, in coordination with the Secretariat	Approved unanimously

UN-Habitat	The legal expert has been selected and the contract is almost signed. A letter of accreditation from the government of Mozambique is needed.		
Mozambique	The Government will help to facilitate the process of establishing the DiMSUR in Mozambique; the offered legal expertise will support process.	6.5 INGC to support legalization of the DiMSUR through provision of letter of accreditation and backstopping from the legal expert.	Approved unanimously
<i>The establishment of the Consultative Group</i>			
UN-Habitat	<p>Presenting the ToRs for the Consultative Group (CG) (ANNEX 8)</p> <p>Certain aspects are underlined: the CG will be a permanent organ of the DiMSUR; the members of the CG are invited by the Chair of the EB; the Secretariat can make recommendations to the EB on the CG members, who will work/provide advice to the Centre free of charge (voluntary work).</p> <p>A list with suitable candidates and institutions for the CG will be circulated. The members of the EB can make further suggestions, especially at the national level, but are also able to reject candidates.</p>	6.6 List with suitable candidates and institutions will be circulated for EB's perusal and validation	Approved unanimously
Chairperson	There is a confusion regarding the duration of the membership. It is supposed to be a permanent organ of the DiMSUR, but the membership only lasts for three years.		
UN-Habitat	The permanency is related to the CG as a body of the DiMSUR. According to the Charter, the membership of individuals constituting the CG lasts for three years, but a renewal of it is possible.		
Mozambique	What are is of the role of the Conference of Ministers in the DiMSUR?		
UN-Habitat	<p>In an echo of the Charter, the Conference of Ministers has the following tasks:</p> <ul style="list-style-type: none"> - To endorse formally the DiMSUR's overall vision, mission, policies and strategies 	6.7 Details about the DiMSUR's bodies can be read in the MoU and Charter	

	<ul style="list-style-type: none"> - To endorse formally the composition of the EB - To acknowledge formally the inclusion of a new member state in the DiMSUR - To provide a platform for advocacy for the work of the DiMSUR in international meetings and conferences <p>More details about the Conference of Ministers can be read in the Charter and MoU.</p>		
Mozambique	In order to capture the historic moment of the DiMSUR, a picture of the EB should be taken.	6.8 Group picture to capture the moment	Approved unanimously
Chairperson	Thank you for this proposal. Once the Chair is present, the picture will be taken.		
UN-Habitat	<p>Even though every member state is equal, there needs to be distinguished between the founding and new members. The founding states are historically important since their signature founded the DiMSUR legally speaking.</p> <p>Since the academia is already well connected within DRR and UR, would they take the responsibility to facilitate the establishment of the CG?</p>	6.9 The academia are responsible to facilitate the establishment of the CG	Approved unanimously
North-West University	Yes, the academia can coordinate, connect to existing networks and help to set up the CG.		
UN-Habitat	<p>Further information about the CG can be found in the Charter 5.4.</p> <p>The drafted list will be circulated. The EB members can add comments and make further suggestions to invite members.</p>		
Chairperson	The members of the EB are responsible for making comments, additions and remove with viable and constructive comments back to the secretariat.		Approved unanimously

Session 7: Strategic Plan

- Open guided discussion on the 10-year Strategic Plan
- Way forward: Communication and Outreach Strategy (ToRs)

Summary: The results of the questionnaire concerning the 10-year Strategic Plan were presented. The focus of the DiMSUR will be on Resilience Action Plans through exchange of experiences, knowledge transfer and pilot solutions. The ED will be responsible for leading the preparation of the 10-year Strategic Plan.

The ToRs for the Communication and Outreach Strategy were presented, but still need further development. It is likely that the Advocacy, Outreach and Communication Branch at UN-Habitat HQ will be requested to prepare the Communication and Outreach Strategy of the Centre. The Strategy also needs to include commitments made by the benefitting countries to the DiMSUR in order to attract donors. The currently available financial resources for the DiMSUR initiative will last until 2015. Therefore new resources need to be mobilised through fund raising by all involved in the DiMSUR, including the member countries in high-level forums and events.

Member	Intervention	Recommendation	Decision
10-year Strategic Plan			
UN-Habitat	<p>Presentation of the Strategic Plan: outline, results of questionnaire and results. (ANNEX 9, 9.1)</p> <p>Resilience Action Plans are the core of the DiMSUR. Within this core area, activities as exchange of experiences, knowledge transfer and pilot solutions will be focused on.</p>		
North-West University	It is very relevant, that the key will be focused not on actual implementation, but rather on providing services. Capacity building is very important. The expertise might exist at global and national level but it is lacking at the local level.		
Mozambique	The table efficiently captures the concerns and priorities of the DiMSUR.		
UN-Habitat	The SADC DRR Unit took very long to be approved, approximately 15 years. The question is: how many do we want to be, or how many can we operate with? The more members we have, the harder it is to work.		
Comoros	Limiting the number of countries will limit us at the same time. Interest to join the DiMSUR will be directly related to the achievements of the DiMSUR and the benefits from joining the Centre. It will be a challenge: Will the DiMSUR be able to integrate all SADC countries in 10 years? Are we going to be able to expand ourselves enough to accommodate the countries based on the activities and results we obtain?		

Madagascar	I would like to highlight concerning the participation of other countries: the advantages of being part of the DiMSUR, which provides knowledge, is operational and efficient, need to be demonstrated. It is our responsibility to show our efforts to make the Centre desirable for other countries and show attractiveness.		
Université d'Antananarivo	The chosen core areas show the importance of the concept of resilience, which encompasses all activities that contribute for the capacity to face and respond to disasters. It is important to develop this capacity. The countries that eventually will show interest will depend on the DiMSUR's activities.		
Comoros	The success of the Centre will be based on the actions and activities that become permanent/perennial; so it is very important to create capacity but also to have a permanent institution that can create sustainability and home-grown solutions with local resources to move away from a project-based approach that limits benefits.		
UN-Habitat	In 2010-2011 a feasibility study was conducted to assess if engagement was reasonable and feasible. A whole section on sustainability aspects exist in the MoU and Charter. From the feasibility study, a three phased approach was suggested. The idea of presenting the outline of the 10-year Strategic Plan now, is to get your opinions and suggestions to make the work interactive. Hopefully for the next meeting of the EB, an initial draft for discussion will be available.		
Chairperson	Who else besides the members of the DiMSUR EB will be consulted for the 10-year Strategic Plan?		
UN-Habitat	The initial idea was to recruit a consultant to prepare the 10-year Strategic Plan. But to maximise our resources it was decided that this key exercise will be one of the main responsibilities of the ED, with the support of EB, the Secretariat and other stakeholders. It may also integrate the communication strategy.	7.1 The ED will be in charge of leading the preparation of the 10-year Strategic Plan	Approved unanimously
North-West University	A good start would be to double the size of the member states in 10 years. The expansion has to be thought through carefully.		
UN-Habitat	It is a good point but everything will depend on interest, funds, capacities and what will		

	happen in the coming years.		
<i>Communication and Outreach Strategy</i>			
UN-Habitat	Communication and Outreach Strategy presentation (ANNEX 10)		
Chairperson	It is hard to comment and go into details without the ToRs		
UN-Habitat	<p>The ToRs are being developed but difficulties arose due to the need to tie communication with resource mobilization and advocacy. The Communication Strategy will also be one of the key responsibilities of the ED.</p> <p>It is very important for country representatives who are constantly in high level forums and events to be the main ambassadors of the Centre and these are the most important moments to talk about the DiMSUR.</p>	7.2 The DiMSUR should be advertised during high level forums and events	Approved unanimously
Chairperson	Are you planning on hiring a consultant to work full time on this assignment?		
UN-Habitat	It is a short term consultancy for a strategy of communication to be drafted, so we have a guiding document on how to do it. The AOC (Advocacy, Outreach and Communication Branch) in UN-Habitat would be a good possibility due to more reasonable costs and possibility of overseeing the process in-house easily.		
Université d'Antananarivo	Communication and tools for institutional (external and internal communication) is very important.		
World Bank	The available resources have to be considered. The Secretariat should disclose budget figures so the EB is aware of the funds available to plan the next steps. Fundraising is not easy and is never guaranteed. This needs to put in perspective when new activities are planned.	7.3 Budget should be presented by the Secretariat	
UN-Habitat	<p>The budget figures are available and can be shared at any time; the money will last until end of 2015, meaning the ED and the 4 focal points could be paid for one full year. EB meetings like this one are very expensive. UN-Habitat has been doing a lot of cost-sharing through DIPECHO and other projects.</p> <p>UN-Habitat should not be the only responsible entity to mobilise funds for the DiMSUR,</p>		

	<p>every member of the EB should participate to this effort, including by planning a voluntary contribution to the Centre in its budgetary cycle..</p> <p>By the end of 2015 the DiMSUR will have a business card of services delivered and will be able to access donors more easily. As noted yesterday, the DiMSUR needs to recruit people committed to it and able to mobilize resources.</p>		
Mozambique	Countries should plan a contribution to the DiMSUR in their regular budget, even if minimal. It is important and we should define it clearly from now on.		
Comoros	It is not necessary to share the details of the available budget right now; the Secretariat has already explained that half of the funds were already spent. The countries have to be able to contribute to the DiMSUR. The ED has to start working as soon as possible and prepare the strategy for the implementation. The issue of the office space can be solved temporarily. The 10-year Strategic Plan has to be worked on. For now, a small office space with equipment for the ED can be offered by the Comoros while waiting for the office space in Mozambique.	7.4 Office space for the ED in Comoros can be provided	Approved unanimously
Malawi	The matter of budget, office space and funds raising should be looked into.	7.5 Funds raising should become a constant priority for all involved in the DiMSUR	Approved unanimously
Chairperson	Thank you World Bank for bringing up the issue of financing		
World Bank	Every member state should use its network, power and influence to raise money.	7.6 Member states have to mobilize own connections and power to raise money	Approved unanimously
UN-Habitat	<p>The mentioned fixed contribution by the member states to the DiMSUR made by Mozambique is relevant, since it makes a big difference for donors whether the countries are paying for it or not.</p> <p>Mathias Spaliviero, UN-Habitat, excuses himself due to other work related commitments.</p>		Approved unanimously
Group Picture	Due to the presents of all members of the EB, the group picture can be taken now.	7.7 Group picture	Approved

			unanimously
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Session 8: Review of the 2014-15 Action Plan

- Progress Update on three priorities (including tool and trainings)
- Planning in 2015
- Discussion activity for feedback on training and tool

Summary: During the last session of the meeting, the Secretariat presented the progress made on the three priorities. The Action Plan is a bit delayed but the goals can still be achieved. During the first quarter of 2015, the focus needs to be on training and tools as well as increasing visibility and possibilities of and for the DiMSUR. Furthermore the DiMSUR needs to collaborate with municipalities and the local population to secure the support from these stakeholders and maximize the success of it. The enforcement of laws will also play a key role.

Member	Intervention	Recommendation	Decision
<i>Progress and update on three priorities</i>			
UN-Habitat	Presentation and update on the Action Plan which has been adopted in Abuja.		Approved unanimously
<i>Planning for 2015</i>			
UN-Habitat	<p>Presentation on prioritization for 2015 Action Plan.</p> <p>It was quite realistically designed, some issues are delayed. Two areas should be concentrated on during the first three month of 2015: (1) Training and tools with tangible results, (2) Participation in conferences an events to increase visibility and possibility</p> <p>It might take longer than the first quarter, it this timeframe should be used for it.</p>	8.1 Training and tools as well as increasing the visibility and possibilities have to be focused on.	Approved unanimously
Université d'Antananarivo	<p>It is important that the DiMSUR's activities start very soon. In terms of priority one, it is necessary to start with an analysis at local level.</p> <p>What are the parameters of the financial strategy?</p>	8.2 Deeper analysis at local level necessary	
UN-Habitat	The DiMSUR has funds which are quite limited in relation to the work that has to be done. Other solutions need to be found to start working. An instrument has been found which is		

	<p>present in three out of four member countries.</p> <p>It is not possible to change the program of work, modification can be done, but it has to be done within 2015. UN-Habitat is working with another partner and it cannot be pushed later than 2015.</p> <p>Due to the limited resources, deep studies will not be possible to conduct. The work will be based on empirical studies and assessments. Studies that highlight the relation between urban dimension and catastrophes will be done before mid-term of 2015.</p>		
Chairperson	The details for the plan will be circulated, please respond as quick as possible to assure the DiMSUR is moving forward.		
<i>Discussion activity for feedback on training and tool</i>			
UN-Habitat	Presentation on urban resilience training and tool, preliminary work plan		
Chairperson	Thank you for the comprehensive presentation.		
Madagascar	The issues have been well highlighted and are common to the countries in terms of un-planned urbanization. Integrating resilience has been well advanced in Antananarivo and should be analysed and shared. Madagascar is in favour of integrating resilience.		
Mozambique	<p>Collaboration with the municipalities is necessary to assure the effectiveness of resilience. It will not work if the mayor does not agree and accept the solutions.</p> <p>Furthermore the comprehension of the population is important. Everybody needs to sensitize the population in terms of vulnerable environment.</p>	<p>8.3 Collaboration with local municipalities necessary</p> <p>8.4 Sensitization of population necessary</p>	
Malawi	The lack of urban organization takes us to this situation. Lack of respect of local norms many times in association with local and traditional authorities. Resettlement is often advanced but unfortunately population goes back to vulnerable and exposed areas.		
Comoros	It is very important for the local authorities to be involved. Comoros will have elections in March 2015, good timing needs to be considered. Awareness raising also in terms of existing texts and norms need to be done.		

UN-Habitat	<p>Integrated resilience is very important and it is good that Madagascar wants to continue implementing similar actions. The participation of the local government is the key for the success of the DiMSUR's activities and resilience building. Further research on how cities work and how to manage risks is necessary. Local governments are often not able to provide safe areas for population, but favour private investments due to economic pressure. People often do not have any knowledge on how to settle safe areas and need to become slum dwellers.</p> <p>Two aspects were mentioned by everybody: (1) Awareness, (2) Enforcement of the law</p> <p>Participation of the population will support these two elements. Nevertheless there are many other tools to promote awareness.</p> <p>To the World Bank: How important is this area for donors?</p> <p>To the Universities: How can they support with being more pedagogical and didactic?</p>		
World Bank	<p>With Africa having the highest rate of urbanization in the world, donors are very keen on how to invest more in urban issues.</p>		
UN-Habitat	<p>If the cities manage to come up with a proposal for a strategy, will the donors be more interested in supporting it?</p>		
World Bank	<p>The funded projects in the region have to be looked at and considered how collaboration is possible. The DiMSUR needs to incorporate leveraging these resources. Once a good network has been built and good collaboration the DiMSUR can influence through the phased approach. The DiMSUR can add activities within broader networks. It needs to fit into the national programs.</p> <p>The ED should visit institutions/donors and strategically build partnerships that can contribute for leveraging funds and mobilizing resources. His role is very important in this sense.</p> <p>Donors would not want to support something that is dropped later. Donors need to see contributions by the benefitting countries to consider it worth financing.</p>		

	These contributions also need to be highlighted in the communication strategy. Countries' commitment is very helpful in fund raising.		
North-West University	Materials for awareness raising should be flexible, avoid being too technical, simple solutions like the game to communicate basic idea to population are suitable. The information need to kept basic to communicate to all levels.		
Comoros	Can the universities make the developed instruments available? The secretariat has already developed key tools, it would be good to see other tools to compare and improve.		
Université d'Antananarivo	A tool dealing with risk profiling has been developed. It defines risks that are found in the settlements. The tool works for rural and urban settings. Further options will be explored together with the Periperi U.		
Chairperson	Thanks for the contributions. The copies of the MoU are handed out now.		
UN-Habitat	Pictures of this will be taken for the web story.		
Chairperson	Thank you to the member states and academia to travel to Lilongwe and participating in the meeting. Thank you secretariat who has continued a very good process. Thanks to the observer from the World Bank.		

List of Annexes

Annex 1: Presentation of selected possibilities for membership of the civil society

Annex 2: Presentation of communication process

Annex 3: Presentation of the logo options and basis for discussion

Annex 3.1: Logo Options

Annex 4: 10 YSP Questionnaire

Annex 5 : Presentation of the ToRs for the NFP

Annex 6: Presentation of the ED recruitment process

Annex 7: Presentation of the issue of the Physical Premises

Annex 8: Presentation of the ToRs for the Consultative Group

Annex 9: Presentation of the Strategic Plan

Annex 9.1: Outline of the 10YSP

Annex 10: Presentations of the Communication and Outreach Strategy

2^{ème} SESSION DU BUREAU EXECUTIF DU CENTRE TECHNIQUE POUR LA GESTION DES CATASTROPHES, LA DURABILITÉ ET LA RESILIENCE URBAINE (DiMSUR)

RESUME DU COMPTE RENDU

Lilongwe, Malawi

2 et 3 décembre 2014, 9:00-17:00

La 2^{ème} session du Bureau Exécutif du DiMSUR s'est tenue à l'hôtel Sunbird le 2 et 3 décembre 2014, de 09:00 à 17:00. La rencontre a été organisée par le secrétariat du DiMSUR (UN-Habitat), qui a aussi endossé le rôle de rédacteur des différentes sessions. Ces sessions ont été conduites dans les délais et tous des sujets du programme ont été abordés minutieusement. La description détaillée, les recommandations et les décisions des sessions sont rassemblées dans le compte rendu détaillé (disponible seulement en anglais). Ci-dessous, un résumé des questions abordées :

	Session	Ordre du jour	Résumé	Recommandations ¹
1.	Ouverture de la session	Désignation des rapporteurs de la session	UN-Habitat a assisté le Président - représenté par le Malawi – pour les remarques introductives et pour informer le BE que, du fait de circonstances prévues, le représentant de la SADC n'était pas disponible pour être présent à la réunion.	
		Adoption de l'ordre du jour de la session	L'agenda des deux jours a été soumis à quelques mises à jour du fait de la visite de courtoisie du Vice-Président qui n'était pas prévue. Le nouvel agenda est présenté.	1.1 Approuver l'ordre du jour
		Composition du BE	Le Secrétariat- actuellement UN-Habitat- propose trois ONGs pour représenter la Société Civile au sein du BE. Le BE a unanimement décidé d'inviter Oxfam parmi les trois propositions faites au BE. Oxfam est présent dans l'ensemble des pays membres et des pays cibles.	1.2 UNICEF et USAID devrait être considérés 1.3 UNICEF et USAID ne sont pas éligibles pour faire partie du Groupe Consultatif car ce ne sont pas des organisations de la société

¹ Toutes les recommandations ont été approuvées à l'unanimité par les membres du Bureau Exécutif.

				civile. 1.4 Oxfam sera le premier a être invité, en second la FICR, COOPI sera la troisième option.
2.	Visite de courtoisie du Vice-Président	Remarques du Vice-Président, du Président, de UN-Habitat, de l'universités et des états membres	<p>Le Vice-Président M. Saulos Klaus Chilima, le Président, Paul Chiunguzeno, UN-Habitat représenté par Mathias Spaliviero, les universités représentés par Christo Coetzee (Université du Nord-Ouest) et Mauricio Xerinda (Mozambique) ont souligné l'importance d'un centre pour la réduction des risques urbains, l'adaptation au changement climatique et la résilience urbaine.</p> <p>Le Protocole d'accord est signé par le Vice-Président et le DiM-SUR est officiellement établi.</p>	
3.	Mise à jour des progrès effectués	Mise à jour des progrès effectués et des possibilités de financement	La seconde session a été ouverte par la mise à jour des progrès effectués et des possibilités de financement. La Banque Mondiale a conseillé d'optimiser les possibilités de financement en suggérant aux états membres de s'engager envers le DiMSUR pour montrer leur engagement dans cette initiative. Ces engagements ne doivent pas nécessairement être de nature financière. Etre indépendant des donateurs et financièrement viable est la clé pour devenir un centre durable.	<p>3.1 L'engagement par les états membres est nécessaire</p> <p>3.2 Les contributions n'ont pas à être monétaire</p> <p>3.3 Des propositions pour les modalités de contributions vont être préparées.</p>
		Identité visuelle : logo et couleurs	Les options pour l'identité visuelle ont été introduites en suggérant que les Comores apparaissent sur la carte. Les commentaires plus approfondis et les décisions ont été faites individuellement par des commentaires écrits. Les résultats ont été complétés et présenté le jour suivant (cf. jour 2, Session 5)	<p>3.4 Ajouter la représentation des Comores dans le logo</p> <p>3.5 Les décisions individuelles et les commentaires devraient être incluses dans un document à distribuer</p>
		Questionnaire du plan stratégique	Pour faire une décision commune à propos du développement du DiMSUR, un questionnaire a été distribué. Les résultats ont été	

		sur 10 ans	compilés et présentés le jour suivant (cf. jour 2, session 7)	
4.	Recrutement du DiMSUR	Examen des Points Focaux Nationaux (PFN)	La première version des ToRs pour les PFN a été présentée. Etre PFN est un engagement à plein temps et le PFN sera basé dans les pays concernés. La confiance du gouvernement dans le PFN est importante et bien que le gouvernement ne puisse pas décider de manière autonome, le BE ne validera pas une recommandation du DE qui n'est pas accepté par les pays. Les ToRs seront finalisés après avoir reçu un retour des états membres.	<p>4.1 Il y a des ToRs généraux pour les PFN de chaque pays, mais des points spécifiques pourraient être ajoutés pour chaque pays</p> <p>4.2 PFN est un travail à plein temps</p> <p>4.3 La disponibilité pour un travail à plein temps devrait être ajouté</p> <p>4.4 Le DE indique le PFN au gouvernement après le processus de sélection du jury qu'il aura présidé ; si le gouvernement n'émet pas d'objection, il est indiqué au BE pour validation</p> <p>4.5 Envoyer les remarques à propos des ToRs des PFN des membres concernant la méthode de recrutement, les tâches, les responsabilités etc. avant la période des vacances.</p>
		Recrutement du Directeur Exécutif par Intérim	Le processus de recrutement du DE a été examiné et il a été décidé du candidat adéquat. L'ensemble des candidats recommandés par UN-Habitat ont été jugés adéquats par les pays membres. Hors de la présence de UN-Habitat, le BE a décidé d'offrir le poste à M. Ahmed Ouledi. Dans le cas d'un refus, le second choix se porte sur M. Pedro Tomo.	4.6 Le poste de DE devrait être offert à M. Ahmed Ouledi. Dans le cas d'un refus, M. Pedro Tomo devrait être recruté.
5.	Compte rendu du premier jour		Le Secrétariat fournira un compte rendu du premier jour qui inclue la sélection du représentant de la société civile, la signature du protocole d'accord et la sélection du candidat final pour le poste de DE. Les commentaires pour l'identité visuelle ont été	<p>5.1 Le président est remplacé par Gift Mafuleka (Malawi)</p> <p>5.2 Le logo (résultat 3) a été sélectionné et</p>

			examinés le jour précédent et le logo sélectionné (résultat 3) sera finalisé en coopération avec le designer.	doit être finalisé 5.3 Régler la question du copyright pour le Logo (résultat 3)
6.	Mise à jour administrative	Etablissement physique du DiMSUR/ l'établissement légal du DiMSUR au Mozambique	Le processus qui vise à fournir des locaux pour le DE a été retardé du fait du protocole d'accord et de ce fait l'accord d'hébergement entre le DiMSUR et le Mozambique n'a pas encore évolué. Le DE doit être indépendant de l'institution qui l'héberge. Puisque le DE doit commencer à travailler le plus rapidement possible, il pourrait commencer sa mission dans son pays de résidence. Le COSEP (Comores) s'est engagé pour offrir des locaux, ce qui doit être formalisé par une lettre, pour que le DE commence à travailler à Moroni.	6.1 Une autre localisation que l'INAM au Mozambique pour le DiMSUR est possible. 6.2 Des locaux virtuels pourraient être envisagés 6.3 Le DE peut commencer à travailler dans son pays de résidence dès que possible et peut être employé en intérim 6.4 L'INGC peut mener les négociations avec l'INAM en même temps que le processus d'accord d'hébergement pour identifier des solutions en coordination avec le Secrétariat 6.5 L'INGC peut appuyer à la légalisation du DiMSUR en fournissant une lettre d'attribution et un soutien de l'expert légal de l'institut.
		Etablissement du groupe consultatif	Les ToRs pour le groupe Consultatif ont été présentés avec une proposition d'une liste d'institutions et de personnes pour le GC. Les états membres vont examiner la liste de proposition et ajouter ou retirer des candidats. L'université sera responsable de la facilitation des invitations pour le GC par l'utilisation de leur réseau déjà existant.	6.6 Une liste avec les candidats et les institutions appropriés circulera pour la lecture attentive et la validation du BE. 6.7 Les détails à propos de la composition du DiMSUR est inscrit dans le protocole d'accord et la Charte. 6.8 Une photo de groupe devrait être prise 6.9 L'université est responsable pour faciliter

				l'établissement du GC.
7.	Plan stratégique	Débat à propos du plan stratégique sur 10 ans	Les résultats des questionnaires concernant le plan stratégique sur 10 ans ont été présentés. Le DiMSUR se concentrera sur les plan d'action en matière de résilience à travers l'échange d'expériences, transfert de connaissances et solutions pilotes. Le DE sera responsable pour la préparation d'un plan stratégique sur 10 ans.	7.1 Le DE sera chargé du plan stratégique du 10 ans
		Stratégie de communication et de diffusion	Les ToRs pour la stratégie de communication et de diffusion ont été présentés mais doivent encore être développés. Il est probable que l'AOC à UN-Habitat prépare cette stratégie. Celle-ci doit aussi inclure les engagements faits par les pays bénéficiaires du DiMSUR pour attirer les donateurs. Les ressources disponibles vont subsister jusqu'à la fin de l'année 2015 ; par conséquent de nouvelles ressources doivent être mobilisées par une collecte de fonds par l'ensemble des membres du DiMSUR, ce qui inclue les pays membres par l'organisation de forum et d'évènements à haut niveau.	7.2 Le DiMSUR devrait faire sa publicité lors de forum et évènements à haut niveau 7.3 Le budget doit être présenté par le Secrétariat 7.4 Les locaux pour le DE aux Comores sont disponibles 7.5 La collecte de fonds devient une priorité constante pour l'ensemble des membres du DiMSUR 7.6 Les états membres doivent mobiliser leur propres connections et leur pouvoirs pour lever des fonds.
8.	Compte rendu du plan d'action 2014-2015	Progrès et mise à jour des trois priorités	Au cours de la dernière session, le Secrétariat a présenté les progrès effectués et les trois priorités.	
		Programme pour 2015	Le plan d'action est un peu en retard mais les objectifs peuvent encore être atteints. Au cours du premier quart de 2015, il faut se concentrer sur les formations et les outils ainsi que sur	8.1 Il faut se concentrer sur les formation et les outils ainsi que l'augmentation de la visibilité et des possibilités

			<p>l'augmentation de la visibilité et des possibilités pour le DiM-SUR. En outre le DiMSUR doit collaborer avec les municipalités et la population locale pour assurer le soutien des acteurs et maximiser leurs succès. L'application des lois jouera aussi un rôle clé.</p>	<p>8.2 Une analyse plus profonde à un niveau local est nécessaire</p>
		<p>Remarques sur les formations et les outils</p>	<p>La participation des municipalités ainsi que des populations est très importante pour renforcer la transparence et la reconnaissance de la résilience urbaine. En outre les ressources devraient être flexibles pour s'adresser à différents acteurs.</p>	<p>8.3 La collaboration avec les municipalités locales est nécessaire</p> <p>8.4 La sensibilisation des populations est nécessaire</p>

II SESSÃO DO CONSELHO EXECUTIVO DO CENTRO TÉCNICO PARA GESTÃO DE RISCO DE DESASTRES, SUSTENTABILIDADE E RESILIÊNCIA URBANA (DIMSUR)

ATA SUMÁRIA

Lilongwe, Malawi

2 e 3 Dezembro de 2014, 9:00-17: 00

A II Sessão do Conselho Executivo (CE) do DiMSUR aconteceu no Sunbird Hotel nos dias 2 e 3 de Dezembro de 2014, entre 9:00-17:00. O encontro foi organizado pelo Secretariado do DiMSUR (UN-Habitat), que também actuou como relator das sessões. A reunião decorreu de acordo com o estipulado pela agenda e todos os assuntos propostos foram discutidos com minúcia. O conteúdo detalhado, recomendações e decisões das sessões podem ser encontrados nas Minutas Completas (disponível somente em inglês). Um sumário dos assuntos discutidos pode ser encontrado abaixo:

	Sessão	Agenda	Resumo	Recomendações ¹
1.	Procedimentos iniciais	Designação de Relatores da sessão	UN-Habitat foi eleito como relator da sessão e apoiou o Presidente do Conselho Executivo - representado pelo Malawi - nas observações introdutórias e informou o CE de que o delegado da SADC não foi capaz de participar da reunião devido à circunstâncias imprevistas.	
		Adoção da Agenda da Sessão	A agenda para os dois dias teve algumas atualizações, devido à visita de cortesia ao Vice-Presidente do Malawi, o que não estava previsto. A nova agenda é introduzida.	1.1 Aprovação da Agenda
		Composição do CE	O Secretariado - atualmente UN-Habitat - propôs três ONGs como representantes da Sociedade Civil para fazer parte do CE. O CE decidiu, por unanimidade, convidar Oxfam dentre os candidatos propostos, considerando que esta é a única presente em todos países membros.	1.2 UNICEF e USAID também devem ser considerados como candidatos 1.3 UNICEF e USAID não são elegíveis para fazer parte do CE, uma vez que eles não são organizações da sociedade civil 1.4 Oxfam deverá ser convidada primeiramente para o CE, seguido do

¹ Todas as recomendações foram aprovadas de maneira consensual pelos membros do Conselho Executivo.

				IFRC, terceira opção COOPI
2.	Visita de cortesia ao Vice-Presidente	Discurso do Vice-Presidente, Presidente, UN-Habitat, Academia e Estado-membro (Moçambique)	<p>V. Exa. Vice-Presidente Sr. Saulos Klaus Chilima, Sr. Presidente Paul Chiunguzeni, representante da ONU-Habitat Mathias Spaliviero, representante da academia Christo Coetzee (North-West University) e o Sr. Casimiro Abreu (Moçambique) enfatizaram a importância de um centro de lidar com a redução do risco urbano, as mudanças climáticas e resiliência urbana.</p> <p>O Memorando de Entendimento foi assinado pelo Vice-Presidente e o DiMSUR é assim oficialmente estabelecido.</p>	
3.	Atualização sobre o progresso obtido	Atualização sobre os progressos alcançados e as possibilidades de financiamento	A segunda sessão foi aberta com uma atualização sobre o progresso feito e as possibilidades de financiamento. O Banco Mundial aconselhou à otimização das possibilidades de financiamento, sugerindo que os Estados membros assumam compromissos com DiMSUR como uma forma de mostrar o compromisso do país com a iniciativa. Estes compromissos não têm necessariamente de ser de natureza financeira. A independência frente aos doadores e a viabilidade financeira são as chaves para que o DiMSUR torne-se um centro sustentável.	<p>3.1 Compromissos dos Estados membros são necessários</p> <p>3.2 Contribuições não têm de ser necessariamente monetárias</p> <p>3.3 Proposta de modalidades de contribuições será preparada para avaliação do CE</p>
		Identidade Visual: logotipo e cores	As opções para a identidade visual foram apresentadas, com as sugestões para adicionar Comores no mapa. Comentários adicionais e a decisão final foram feitos individualmente na ficha entregue pelo secretariado. Os resultados foram compilados e apresentado no dia seguinte (cf. Dia 2, Sessão 5).	<p>3.4 Adicionar representação de Comores no logotipo</p> <p>3.5 As decisões individuais e os comentários devem ser incluídos por escrito na folha entregue e resultado final será apresentado no dia seguinte</p>
		Plano Estratégico de 10 anos Questionário	A fim de tomar uma decisão conjunta no que se refere ao desenvolvimento do DiMSUR, um questionário foi entregue aos membros. Os resultados foram compilados e apresentados no dia seguinte (cf. Dia 2, Sessão 7).	
4.	Pessoal do DiMSUR	Revisão dos TdR dos Pontos Focais	O primeiro rascunho dos TdR para os Pontos Focais Nacionais (PFN) foi apresentado. O PFN é um	4.1 TdRs serão gerais para os PFNs nos países membros, mas itens específicos

		Nacionais (PFN)	compromisso de tempo integral e ficará baseado nos países membros. A confiança do governo no PFN é importante e, embora o governo não possa decidir de forma unilateral quem será o PFN, o CE não validará um nome que não seja aceito pelos países. Os Termos de Referência será finalizado assim que os Estados Membros enviem seu feedback.	<p>podem ser adicionados em cada país caso necessário</p> <p>4.O PFN é um emprego de tempo integral</p> <p>4.3 A disponibilidade de trabalho em tempo integral deve ser incluída no TdR</p> <p>4.4 Para o processo de selecção: Director Executivo (DE) indica o PFN ao governo após processo de selecção com painel presidido por ele; caso o governo não tenha objeções, o nome é passado para a validação do CE</p> <p>4.5 O feedback de todos os membros do CE sobre os TdRs dos NFPs e sobre o método de recrutamento, tarefas, responsabilidades etc. será solicitado</p>
		Recrutamento do Director Executivo (DE) interino	O processo de recrutamento do DE foi apresentado em minúcia uma vez mais, assim como as decisões inicialmente tomadas. O CE então deliberou sem a presença do UN-Habitat sobre os candidatos selecionados. Todas as candidaturas recomendadas pelo UN-Habitat foram consideradas adequadas pelos países membros. Na ausência de UN-Habitat, o CE decidiu oferecer a posição para o Sr. Ahmed Ouledi. Em caso de rejeição deste, o candidato escolhido é o Sr. Pedro Tomo.	4.6 Posição do Directos Executivo deve ser oferecida ao Sr. Ahmed Ouledi. No caso de rejeição, o Sr. Pedro Tomo deve ser recrutado
5.	Balanço do primeiro dia de trabalho		O Secretariado apresentou um balanço do primeiro dia do Conselho Executivo. Os comentários sobre a identidade visual foram revistos e o logo selecionado pela maioria (Resultado 3) será concluído, em colaboração com o designer gráfico.	<p>5.1 Presidente do CE é temporariamente substituído por Gift Mafuleka (DoDMA-Malawi)</p> <p>5.2 Logo (Resultado 3), foi selecionado e será finalizado</p> <p>5.3 Solucionar as questões de copyright envolvendo o logo Resultado 3</p>

6.	Actualização Administrativa	Instalações físicas do DiMSUR / Estabelecimento legal do DiMSUR em Moçambique	O processo de proporcionar um espaço de escritório para a DE foi atrasado devido a lentidão da assinatura do Memorando de Entendimento, que impossibilitou um Acordo de País Sede de ser desenvolvido. Ademais, o aluguel do espaço de escritório proposto é demasiado elevado, considerando os recursos actualmente disponíveis para o DiMSUR. O DE tem que ser independente da sua instituição de acolhimento. Uma vez que a DE deve começar a trabalhar o mais rapidamente possível, ele poderá dar início a sua missão provisoriamente baseado em seu país de residência. O COSEP (Comores) assumiu o compromisso de oferecer um espaço de escritório – oferta a ser formalizada através de uma carta - para que o DE possa começar a trabalhar a partir de Moroni.	<p>6.1 Outro local em Moçambique para o DiMSUR, além INAM, também é possível, caso acordo não seja alcançado</p> <p>6.2 Um “Escritório Virtual” com todas as funções necessárias deve ser considerado</p> <p>6.3 DE pode começar a trabalhar baseado em seu país de residência como uma solução interina imediata</p> <p>6.4 INGC irá liderar negociações com o INAM e no processo de estabelecimento do Acordo de País Sede para a identificação de soluções adequadas, em coordenação com o Secretariado e o Especialista legal</p> <p>6.5 INGC deve apoiar a legalização do DiMSUR através do fornecimento de carta de creditação e apoio adicional do jurista do instituto.</p>
		Criação do Grupo Consultivo	Os Termos de Referência para o Grupo Consultivo (GC) foram apresentados assim como uma proposta de uma lista com possíveis instituições e pessoas para o GC. Os Estados-Membros analisarão a proposta de lista para adicionar e/ou remover candidatos. A academia será responsável para facilitar a convites para o GC por meio de seu trabalho e rede de contactos existente.	<p>6.6 Lista com candidatos adequados e instituições será distribuída para a leitura e validação do CE</p> <p>6.7 Os detalhes sobre os órgãos do DiMSUR podem ser encontrados no Memorando de Entendimento e na Carta do centro.</p> <p>6.8 Uma foto do grupo aqui presente deve ser feita para capturar o momento</p> <p>6.9 Os representantes da Academia devem facilitar o estabelecimento do GC</p>
7.	Plano Estratégico	Discussão aberta sobre o Plano Estratégico de 10	Os resultados do questionário relativo ao Plano Estratégico de 10 anos foram apresentados. O foco do DiMSUR será nos Planos de Acção de Resiliência através da troca de	7.1 O DE será responsável pelo Plano Estratégico de 10 anos

		anos	experiências, transferência de conhecimento e soluções piloto. O DE será responsável pela preparação do Plano Estratégico de 10 anos.	
		Estratégia de Comunicação e Divulgação	Os Termos de Referência para a Estratégia de Comunicação e Divulgação foram apresentados, mas ainda precisam ser desenvolvidos. É provável que a AOC no UN-Habitat possa apoiar com a preparação da estratégia. A estratégia também deve incluir compromissos assumidos pelos países beneficiários de modo a facilitar atração de doadores.. Os recursos disponíveis durarão até 2015; portanto, novos recursos precisam ser mobilizados com o apoio de todos os envolvidos no DiMSUR, incluindo os membros dos países durante fóruns e eventos de alto nível.	<p>7.2 O DiMSUR deve ser divulgado durante fóruns e eventos de alto nível</p> <p>7.3 O orçamento deve ser apresentado pelo Secretariado</p> <p>7.4 Espaço de Escritório para o DE em Comoros pode ser fornecido</p> <p>7.5 Levantar Fundos deve tornar-se uma prioridade constante para todos os envolvidos no DiMSUR</p> <p>7.6 Estados-Membros têm de mobilizar próprio suas próprias conexões e poder para angariar fundos</p>
8.	Revisão do Plano de Ação 2014-15	Progresso e atualização sobre as três prioridades	Durante a última sessão da reunião, a Secretaria apresentou os progressos realizados nas três prioridades do Plano	
		Planeamento para 2015	O Plano de Ação está um pouco atrasado, mas as metas ainda podem ser alcançadas. Durante o primeiro trimestre de 2015, o foco precisa ser no treinamento e ferramentas, bem como em aumentar a visibilidade e possibilidades do DiMSUR. Além disso, o DiMSUR precisa colaborar com municípios e a população local para assegurar o apoio destes sectores e maximizar seu sucesso. A aplicação (enforcement) das leis também vai desempenhar um papel fundamental.	<p>8.1 Foco em 2015 deve ser nas formações e ferramentas, bem como em aumentar a visibilidade e as possibilidades do centro</p> <p>8.2 Análise mais aprofundada ao nível local é necessária</p>
		Comentários sobre treinamento e ferramentas	A participação dos municípios, bem como da população é muito importante para apoio à transparência e à aceitação de resiliência urbana. Além disso, os materiais devem ser flexíveis para lidar com as diferentes partes interessadas.	<p>8.3 Colaboração activa com municípios é necessária</p> <p>8.4 Sensibilização da população é crucial</p>

