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EUROPEAN AND MEDITERRANEAN MAJOR HAZARDS AGREEMENT
(EUR-OPA)

JOINT MEETING OF THE COMMITTEE OF PERMANENT CORRESPONDENTS AND
DIRECTORS OF SPECIALISED CENTRES

MEETING REPORT

6-7 November 2017

Paris

*Document prepared by the Secretariat
of the EUR-OPA Major Hazards Agreement*

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Monday 6 November 2017

1. ADOPTION OF THE DRAFT AGENDA

AP/CAT(2017)OJ05 for adoption

The chair, Ana Freitas, Portugal, welcomed both the Permanent Correspondents and the Directors of the Specialised Centres to their first joint meeting. (List of participants, Appendix I). She recalled the aims of this meeting: to share knowledge and to bring politics and scientific knowledge together. She then introduced the chair of the Directors of the Specialised Centres, Paula De Teves Costa, Portugal. This joint meeting is organised in order to strengthen co-operation and synergies between the two bodies, as well as to improve the access to scientific and technical information on disaster risks for the decision makers.

Gianluca Silvestrini, the Executive Secretary of the European and Mediterranean Major Hazards Agreement, then also welcomed the participants on behalf of the Secretariat. He gave a special welcome to Dominika Melničáková, representing the Slovak Republic, being at the point of joining the Partial Agreement. He then introduced the updated structured draft agenda, explaining the new way of presenting the EUR-OPA work and recalled the aims of the meeting. The Draft Agenda was adopted, Appendix II).

2. PROGRAMME OF ACTIVITIES 2017

2.1. Statutory meetings

70th Meeting of the Committee of Permanent Correspondents and 30th Anniversary of EUR-OPA, Monaco, 14-15 March 2017

AP/CAT(2017)09 for information

Meeting of the Bureau of the Committee of Permanent Correspondents, 3 October 2017

AP/CAT(2017)17 for information

Mr Silvestrini recalled the salient points of the 70th Meeting of the Committee of Permanent Correspondents, which took place in Monaco on 14-15 March 2017. The 30th Anniversary of EUR-OPA was successfully celebrated at this occasion. He recalled the decisions taken in Monaco concerning the preparation of the Programme of activities in 2018-19, which is based on: topics of common interest to member States, priority thematic issues and feasibility to implement these.

2.2. Specialised Centres:

2016-17 Project results and new 2018-19 projects

Coordinated Projects supported in 2017 - AP/CAT(2017)06rev for information

Draft compilation of project proposals - AP/CAT(2017)12 for information

The Directors of the Specialised Centres or their representatives from Algeria, Armenia, Cyprus, France, Georgia, Germany, Greece, Italy, Luxembourg, Moldova, Portugal, Romania, Russian Federation, San Marino, Turkey and Ukraine presented their 2017 project achievements as well as the new project proposals for 2018-2019 in relation to the medium-term action plan priorities:

- Using scientific and technological knowledge;
- Developing co-operation among all decision-makers;
- Promoting risk culture among the population and
- Fostering population's active participation.

A general discussion followed and decisions were taken concerning the new projects activities for 2018.

Algeria

The Director, Fattoum Lakhdari, Scientific and Technical Research Centre on Arid Regions (CRSTRA), drew the attention of participants to the increasing risk of aridity in the regions around the Mediterranean.

Armenia

The Director, Stepan Badalyan, European Interregional Scientific and Educational Centre on Major Risk Management (ECRM), introduced the methodologies prepared to make children aware of risks and how their centre has developed recommendations and campaigns and created inclusion for people with disabilities in municipal plans. He underlined the importance of project outcomes that could be transposable to other situations and usable by other member States.

The Secretariat repeated that the outcomes of the projects conducted in the EUR-OPA framework should indeed be useful for people who have the responsibility in all member States. Mr Silvestrini invited the other speakers to specify in their presentations the respective ultimate tools to be developed.

Cyprus

Demetris Christou, Civil Protection, presented BeSafeNet, a tool for promoting risk culture amongst populations, taking into account natural, geological, hydro-meteorological and technological hazards. He introduced the new website design and announced the upcoming Olympiad competition (April 2019), aiming at officially launching the BeSafeNet website for improving knowledge when facing disasters.

A discussion followed his presentation, stressing the inclusion of both primary and secondary schools in this competition. The participants further underlined the importance of seeking close co-operation with the respective ministries of Education.

Georgia

Tamaz Chelidze, Director, European Centre on Geodynamical Risks of High Dams, being absent, Jean-Philippe Malet, Director of CERG, France, presented the projects on the early warning systems related to landslides and landslide deformation monitoring, as well as on low cost technology in that context. The results of these projects can also be adapted to other natural hazards, such as earthquakes.

Armenia is also experienced in work with risky slopes. The ECNTRM in the Russian Federation also declared their interest to co-operate in that project with the aim to come up with a set of methodologies.

Germany

Johann Goldammer, Director, presented the results of the different activities run and organised by the Global Fire Monitoring Centre in the framework of improving governance of wildfire DRR. Furthermore to the centres' co-operation with EUR-OPA, Mr Goldammer also emphasised the co-operation with OSCE and UNISDR. He also announced the Conference "Protection of Human Settlements and Social Infrastructure from Wildfires" to be organised in Moscow on 14-15 November 2017.

He explained the Global Wildfire Networks tasks, synergies, decision and policy-making bodies.

Participants expressed their interest and the necessity to engage in this important work on wildfires. Paola Albrito, Regional Chief, Office for Europe, UNISDR, welcomed the engagement and substantive contribution of this centre. She assured support from UNISDR.

Mr Goldammer recalled that 2017 was the worst year for wildfires so far. Ms Freitas, explained the situation of wildfires in Portugal. Heat waves started earlier than usual and lasted longer. Therefore the range of fires has to be studied at all levels.

Prof Johann Goldammer also recalled that between 1981 and 2014 the UNECE region was served by the UNECE/FAO Team of Specialists on Forest Fires, chaired by the GFMC from 1993 to 2014. The Team provided advisory services to the UNECE administration and its member States with regards to capacity building in fire management and fire policy development. In 2013 the UNECE decided to phase out the Team by 2014 after it had successfully completed its mission. Prof Goldammer proposed to establish the Eurasian Team of Specialists on Landscape Fire Management in order to take advantage of the past experience and with the aim of dealing with the interaction of fires affecting the intermix of natural, cultural, industrial and urban landscapes of Europe that are becoming increasingly vulnerable to wildfires. The Eurasian Team would work under the auspices of the GFMC, as a Specialised Centre of the EUR-OPA Major Hazards Agreement, on the basis of voluntary involvement in the framework of GFMC projects supported by EUR-OPA.

The participants and EUR-OPA Secretariat endorsed Prof Goldammer's proposal.

Greece

Sofia Karma, Director, European Centre for Forest Fires, presented the Conference organised recently on increasing the awareness of people with disabilities and their active participation in disaster preparedness and introduced the EUR-OPA project on "Including People with Disabilities in Disaster Preparedness and Response". Olga Kakaliagkou outlined the general plan of the Greek Ministry of Health in crisis: a case study has been run in hospitals, aiming to provide general guidelines for natural and technological disasters. These guidelines issued by the General Secretariat for Civil Protection are available in Greek and in five other languages on the website www.civilprotection.gr.

Italy

Ferruccio Ferrigni, co-ordinator, CUEBC, presented the project on building techniques for appropriate maintenance and earthquake retrofitting of vernacular constructions, quoting examples from the participating countries in this project. He recalled that it is rather in the aftermath of a disaster that the decision makers are receptive to the issues.

Luxembourg

Michel Feider presented the project by the European Centre for Geodynamics and Seismology. Luxembourg not being subject to earthquakes, the centre carries out applied research in Congo, producing automatic source scanning for event detection and location in order to develop seismic velocity models for better location, allowing a prediction of three weeks before a volcanic eruption. This knowledge gained is used in Luxembourg for mining and thermo geological forage.

Following up on this presentation, Mr Goldammer stressed the crucial work to be done in policy formulation for science, a 21st century challenge. Two tools are useful in that context: national round tables and cross-border and international co-operation. Mr Silvestrini took up the issue of the gap between the scientific world and decision-makers. The meetings in Istanbul and Cancun attempted looking into the issue of how to fill this gap and how networks are to be set up.

Natasa Holcinger mentioned the practice in Croatia through their national platform. They advance questions and scientists provide the answers, with the aim to inform the decision-makers.

The Secretariat stressed the importance of co-operation between the two present networks: they should in the future work more in common in order to pass on the tools developed by the specialised centres to the decision-makers, involving all actors on the ground.

Malta

Belinda Gambin presented the results of the Institute of Earth Systems, on behalf of Anton Micallef who could not attend. Malta has been involved in two projects, co-operating in BeSafeNet and carrying out geomorphological mapping in Malta and Normandy (France). One of the new projects aims at investigating beach and coastal resorts risks, aiming at reaching tsunami ready beaches.

Mr Badalyan asked how to prevent people constructing and building in restricted areas. Mr Silvestrini suggested that establishing efficient links between politicians, the respective ministers, the scientific world and practitioners to ensure better prevention and preparedness in disaster risk reduction, could be a theme for the next Ministerial Session. In the framework of the next EUR-OPA Programme of activities, an event could be organised around this important issue.

Moldova

Anatolie Bantus, Director, European Centre for Mitigation of Natural Risks (ECMNR), presented the projects on preparedness in schools through extra-curricular training on risks and disasters. The upcoming projects are aimed at raising awareness of populations concerned by floods and heavy snow falls. The programmes are for the primary and secondary school students and are co-ordinated with the Ministry of Education, as part of the Bologna Process.

Portugal

Paula De Teves Costa, Director of European Center on Urban Risks (CERU), presented the Baywatch project, "Involving sales and tourism agents in earthquake and tsunami mitigation measures". The upcoming projects will deal with risks at beaches and coastal resorts.

Romania

Emil-Sever Georgescu, Director of the European Centre for Rehabilitation of Buildings (ECRB), explained that in 2017 no funds were used from EUR-OPA. Nevertheless they continued their work in the field of earthquakes. The upcoming projects will look into earthquake preparedness.

Russian Federation

Sergey Kachanov, European centre for New Technologies of Risk Management (ECNTRM), stated that all the projects carried out by them are discussed and accepted beforehand by the government. This guarantees the implementation of its results and bringing about changes in the legislation.

The centre calculates rates and scales of emergencies, looking at warning systems and calculating risks through automated monitoring algorithms. Another project is on raising

awareness of risk reduction. The upcoming projects aim to engage the population through internet portals: specific templates would be used for certain threats, only when filled in correctly will these templates be followed up.

The Secretariat recalled the importance of creating tools and applications (e.g. for smartphones) in addition to brochures and leaflets for local people.

Turkey

Yeliz Teker introduced the work of the European Natural Disasters Training Centre (AFEM), providing support to 3.2 million Syrian refugees in Turkey. She explained the different training models carried out in the respective protection centres. The upcoming projects aim to strengthen the role of authorities in building disaster resilient communities and to produce a film on disaster and disabilities.

Ukraine

Viktor Poiarkov, Director, European Centre of Technological Safety (TESEC), introduced the Ukrainian national public emergency plan for the general public. He then presented the upcoming project, which aims to identify good governance practices in the management of nuclear disasters and cross-border technology.

France

Jean-Philippe Malet introduced the work the European Centre for Seismic and Geomorphological Hazards (CERG) is carrying out in mapping, in order to contribute to the prevention in the European Landslide Susceptibility Map ELSUS. Furthermore, they contribute to the nucleus of a European Landslide Inventory. The upcoming project intends to initiate the creation of a continental Europe and Southern Mediterranean landslide susceptibility map also including South East Europe.

San Marino

Enrico Bernini Carri introduced the project run by the State Hospital to help migrants use technological tools, such as a smartphone app android. The work in the upcoming years will aim to further develop these tools, preventing biological, chemical and nuclear disasters through an integrated territorial training project for disaster situations.

After informing participants about the 2017 Programme of activities progress and accomplishments, and the project proposals prepared by the directors of the specialised centres for 2018-2019, the participants took note of the presentations of the new project proposals and discussed these. This enabled the Permanent Correspondents to gain more insight into the projects run by the specialised centres.

2.3. Operational Activities

International Workshop on "Cultural Heritage Facing Climate Change: Increasing Resilience and Promoting Adaptation", Ravello, Italy, 18-19 May 2017
Draft Recommendation of the Committee of Ministers to Member States on cultural heritage facing climate change: increasing resilience and promoting adaptation.

AP/CAT(2017)REC2, for information

Climate change is a growing threat to cultural heritage. The International Workshop, organised in Ravello, therefore took stock of work carried out in that field within EUR-OPA since 2009. As a result of the conclusions, a "Draft Recommendation of the

Committee of Ministers to member States on cultural heritage facing climate change: increasing resilience and promoting adaptation" was drawn up. Ms Fuhrer, Deputy Executive Secretary, EUR-OPA Major Hazards Agreement, informed the participants about the administrative procedures required prior to the adoption of the Recommendation and its possible follow-up work. The Committee on Culture, Heritage and Landscape (CDCPP) has already given feedback on the draft document. The Committee of the Permanent Correspondents came up with comments and adopted the draft Recommendation as it stands, thus allowing for its formal adoption by the CDCPP and the Committee of Ministers.

Ms Albrito recalled that the issue of climate change and DRR is on many agendas; it was highlighted as a gap in the Sendai Framework of Action, the EFDRR Roadmap and at the meeting in Cancun.

The participants gave the mandate to the Secretariat to continue work in that sector.

Possible Joint Activities EUR-OPA and Bern Convention

1st meeting of the Restricted Group of Experts on Biodiversity and Climate Change, Paris, 14-15 June 2017 –

Report T-PVS(2017)19 for information

Mr Silvestrini shared the results of the 1st meeting of the Restricted Group of Experts on Biodiversity and Climate Change, Paris, 14-15 June 2017 and on possible synergies between the Convention of the conservation of European wildlife and natural habitats (Bern Convention) and EUR-OPA, for which he is responsible for. Both sectors are oriented towards nature-based solutions and ecosystem services' role in climate change mitigation and adaptation. Communication on climate change is also an important issue which was discussed with the experts.

A joint meeting of the Group of Expert on Climate Change and the one on Protected Areas of the Bern Convention is scheduled in 2018. On this occasion, the effects of climate change and hazards on protected areas will be *inter alia* discussed and the Secretariat proposed to invite the Chair of the Committee of Permanent Correspondents to assess possible synergies with EUR-OPA.

The Faro Convention in Research-Action: Community involvement in a post-disaster heritage revitalisation - 9-12 October 2017, Fontecchio, Italy

AT(2017)126 for information

Mr Silvestrini presented the initiative developed by the Council of Europe's cultural heritage sector with the support of EUR-OPA in the Italian villages hit by the earthquakes. This action is in line with the EUR-OPA programme on cultural heritage, community based approach and risk management. It focused on post-disaster heritage revitalization due to multi-sectorial crises in Europe (economic, social, environmental, political) and how heritage communities can be part of local revitalization.

3. PROGRAMME OF ACTIVITIES 2018-2019
 - 3.1. Proposed activities for 2018-2019
Appointment of a Gender Equality Rapporteur (GER)

Role of GERs (13 October 2016) for discussion and decision

Ms Fuhrer introduced the gender equality mainstreaming policies within the Council of Europe, outlining the importance of integrating a gender equality perspective in the EUR-OPA programme of activities through a Gender Equality Rapporteur. The participants showed great interest in this role and welcomed this initiative.

Jeyhun Isgandarli, Azerbaijan, Bureau member, was appointed as the new Gender Equality Rapporteur of the EUR-OPA Committee of Permanent Correspondents. He will

help identify ways to integrate a gender equality perspective in the EUR-OPA Programme of activities and liaise with other Council of Europe bodies in this context. The Chair welcomed this decision and confirmed her support to ensure that the best practices on gender mainstreaming are included in the Committee's work.

3.2. Operational Activities

Vulnerable Groups and Risk Management

Environment, Climate Change and Risk Management

Cultural Heritage and Risk Management

AP/CAT(2017)2rev for discussion and decision

The new proposals for the mainstreaming of disaster risk reduction in other sectors as adopted in the Programme of activities 2018-2019 will be conducted in the following fields:

- vulnerable groups and risk management: monitoring the implementation of recommendations on migrants / activities for children;
- environment, climate change and risk management: possible collaboration and synergies with the Bern Convention and the Partnership for Environment and Disaster Risk Reduction (PEDRR) Platform;
- cultural heritage and risk management: research and recommendations on heritage and community-based approach for risk reduction.

These themes were adopted at the last meeting in Monaco as priority themes. The participants exchanged opinions on possible new activities to be carried out in 2018-19, including ways to monitor the implementation of EUR-OPA recommendations and their impact.

Strengthen collaboration and synergies between the Committee of Permanent Correspondents and the Directors of the Specialised Centres

Follow-up of the implementation of EUR-OPA Recommendations and Resolutions.

APCAT(2017)18 for discussion and decision

Ms Fuhrer introduced the document, prepared by the Secretariat. The participants gave a mandate to the Secretariat to measure improvements and the impact of EUR-OPA work by carrying out a survey on the monitoring of the implementation of EUR-OPA Recommendations and Resolutions and their impact, followed by a workshop to take stock and identify actions to be taken forward. They also suggested organising a workshop on migrants in connection with climate change. The Committee of EUR-OPA Permanent Correspondents mandated the Bureau to carry out this work, in close co-operation with the Secretariat.

4. TRAINING FOR DIRECTORS OF CENTRES

Presentation of a revised template, guidelines for 2018-2019 Projects

Project of a collaborative platform

AP/CAT(2017)13 for information

Mr Silvestrini introduced the new template to present the 2018-19 projects, which is more structured and in line with the Council Europe rules and procurement procedures. A training on project submission and reporting requirements for directors of the specialised centres was jointly organised in this framework by Gianluca Silvestrini and Catherine Emezie, the EUR-OPA financial assistant. This should allow them to fill in the new template (cf. APPENDIX III, page 5 of the document) and comply with the administrative and financial requirements of the Council of Europe.

Mr Silvestrini also announced the development of a collaborative platform on the website, where each specialised centre will be able to fill in the electronic template for

the new projects. The compilation of reporting will be done automatically to save time and resources. Every centre will have its own dedicated page to present their work and publications.

Mr Viktor Poiarkov congratulated the Secretariat on the template. He recalled that the most effective projects within EUR-OPA for their high impact were the ones proposed by the Committee of Ministers of the Council of Europe. He suggested that the Secretariat should seek the Committee of Ministers' support to EUR-OPA initiatives, in order to be more relevant within the international community.

Mr Ferruccio suggested revising the template, to add a column, indicating the name of a contact point in the respective Ministry.

Ms Holcinger further suggested introducing a column mentioning the respective project impact on other countries and indicating the added value of each project.

5. SPONSORSHIP - PERMANENT CORRESPONDENTS

Criteria for Sponsorship of member States' Participation in CPC meetings
AP/CAT(2017)15 for discussion

Mr Silvestrini introduced this document and invited the committee to consider the GDP per capita income as the criteria for sponsorship of member States' participation in the Committee of Permanent Correspondents meetings. The Committee exchanged on this issue, but did not make a decision and recommended the Secretariat to adopt a flexible approach.

6. PUBLICATIONS AND VISIBILITY

EUR-OPA/IOM publication on Migrants in Disaster Risk Reduction: Practices for Inclusion

Launch event in the framework of the International Dialogue on Migration
for information

Ms Fuhrer recalled the excellent co-operation between MICIC/IOM and EUR-OPA since 2016. In this context, a common publication on good practices with examples from all over the world was prepared. Each participant at the meeting received a copy of this publication and was invited to promote it. She informed about the launch event of the publication, coordinated by UNISDR, that took place in the framework of the International Dialogue on Migration "Understanding migrant vulnerabilities: A solution-based approach towards a global compact that reduces vulnerabilities and empowers migrants", IOM, Geneva, Switzerland, 18-19 July 2017.

Publication on Migrants, Asylum Seekers and Refugees and Major Hazards: Their inclusion in Disaster Preparedness and Management
for information

Ms Fuhrer also introduced the newly released publication on Migrants, Asylum Seekers and Refugees and Major Hazards: Their inclusion in Disaster Preparedness and Management, result of the project conducted on migrants, asylum seekers and refugees in the context of major risk prevention and management. It includes Recommendation 2016 - 1 of the Committee of Permanent Correspondents on the Inclusion of Migrants, Asylum Seekers and Refugees in disaster preparedness and response, adopted at the 13th Ministerial Session of the European and Mediterranean Major Hazards Agreement (EUR-OPA), Lisbon, Portugal, 26 October 2016, as well as Guidelines and practical examples. This publication was made available to participants and they were invited to promote it.

Information tools: Collaborative platform for the Specialised Centres, EUR-OPA Website, Facebook and interactivity

AP/CAT(2017)16 for information

The Secretariat has invested much effort in order to give more visibility to the work carried out within the Agreement. Mr Silvestrini informed the participants about existing and planned communication and visibility tools (e.g. Facebook, website, film, brochures, publications, and a collaborative web platform for the specialised centres).

7. INVOLVEMENT IN INTERNATIONAL INITIATIVES

Annual Meeting of the European Forum for Disaster Risk Reduction, Istanbul, Turkey, 26-28 March 2017

Istanbul Outcomes for information

Ms Albrito thanked the Secretariat for the very constructive co-operation over the years. She introduced the European Forum for Disaster Risk Reduction, which is a multi-stakeholder forum for policy-makers, experts and practitioners, jointly organised by UNISDR, the European Commission and the Council of Europe. The Turkish government hosted and chaired this year's event, which captured the present dynamics in Europe and served also as a regional platform in preparation of the meeting in Cancun. Italy will be the next chair for the European Forum, to be organised in November 2018 in Rome.

In Istanbul Mr Silvestrini participated in the Drafting Committee to contribute to the Istanbul Outcomes. Ms Fuhrer was invited to co-ordinate a Technical Session on Migration, Disaster Risk Reduction and Resilience with renowned members on the Panel and good results, which were included in the conference outcomes.

The participants welcomed the results achieved at the European Forum.

International Conference: Risks, Security and Citizenship, Setubal, Portugal, 30-31 March 2017

Proceedings for information

Ms Fuhrer reported the outcomes of this international conference and quoted in particular the Setubal Declaration and the constitution of the Setubal Platform, a permanent forum for monitoring, investigation and discussion in matters related to the goals of the Sendai Framework of Action 2015-2030 in Portugal. The goal is the biannual organisation of the International Conference: Risks, Security and Citizenship, the next one taking place in spring 2019.

Global Platform for Disaster Risk Reduction, Cancun, Mexico, 22-26 May 2017

High level Communiqué for information

Ms Albrito shared the results of the Global Platform, which brought together 7000 participants in over 300 events, exchanging on the progress made on key aspects of the Sendai Framework of Action. The elements discussed at the European Forum for Disaster Risk Reduction, Istanbul, were taken up at a higher level. The Conference results illustrate how to develop a national strategy, along the lines of the Sendai Framework for Action. A follow-up activity will take place in Bonn, Germany in December: training will be provided for the monitoring of the Sendai Framework of Action and on how to respond to its 7 targets. At the end of November, experts will gather to exchange on best practices and on how to make guidance for DRR and set up national strategies for Climate Change.

Mr Silvestrini participated in the Global Forum as keynote speaker to present the CoE/EUR-OPA activities to the Working Session on "Cultural Heritage and Indigenous Knowledge for Building Resilience". This was an excellent opportunity to present the CoE added value and heritage approach in relation to human rights and democracy, and the

role of heritage in addressing societal challenges, such as migration, populism, conflicts and natural disasters

International Dialogue on Migration 2017

Understanding Migrant Vulnerabilities: A solution-based approach towards a global compact that reduces vulnerabilities and empowers migrants, Palais des Nations Geneva, Switzerland, 18-19 July 2017

Summary of conclusions for information

The International Organization for Migration held its first session of the International Dialogue on Migration 2017 on 18-19 April 2017 at the United Nations in New York on the theme "Strengthening international cooperation on and governance of migration towards the adoption of a global compact for safe, orderly and regular migration in 2018". The Second Dialogue Meeting offered member States and other relevant actors the opportunity to explore all aspects of policy, co-operation and practical perspectives with regard to the protection and assistance of migrants in vulnerable situations. Ms Fuhrer reported that she presented the migration activities carrying out by the Council of Europe. The Summary of Conclusions of the session reports on the specific Council of Europe contribution. EUR-OPA was invited to further contribute to the global compact.

EUR-OPA contribution to the International Day for Disaster Reduction – 13 October 2017 for information

Ms Albrito recalled that the International Day for Disaster Reduction, co-ordinated by UNISDR, is in its 25st year, with over 110 events organised worldwide. A special session was held in the Armenian Parliament. The UN Secretary General launched the Sendai 7 campaign, linking the International Day with the 7 Sendai targets. This year's focus was on people adversely affected by disasters with the motto "home safe home".

Ms Fuhrer presented the Secretariat's contribution to the event. She thanked the Permanent Correspondents who also contributed by providing information on the events organised in their respective countries, shared with UNISDR and published on the EUR-OPA website and Facebook page for the occasion.

8. BUDGET FOR 2018

AP/CAT(2017)14 for information

Mr Silvestrini introduced the Budget for 2018, as well as the detailed 2018 contributions by EUR-OPA member States. As requested by the Committee of Ministers, EUR-OPA will have to report at the end of the year how the Recommendations adopted by the Committee of Permanent Correspondents have generated a concrete impact on national legislation and strategies for disaster risk reduction (cf. item 3.2). The participants were invited to take note of the 2018 budget adopted by the Committee of Ministers.

Mr Silvestrini suggested setting up an Emergency Response Fund using the remaining funds accumulated at the end of every budgetary year instead of the usual practice of returning any underspending to the member States. The Permanent Correspondents agreed on the Secretariat proposal. To follow up, Mr Silvestrini will ask the Budgetary Committee of the Council of Europe for approval of this initiative. On the condition to have the Budgetary Committee's agreement, the Secretariat could elaborate in 2018 with the Permanent Correspondents some basic principles, objective criteria and a *modus operandi* (e.g. a "Charter governing the Emergency Response Fund"), to ensure that the allocation of funds will be done in a transparent and agreed manner.

9. ANY OTHER BUSINESS

Mr Victor Klimkin, Chief of the Fire Brigade, Russian Federation, presented the Russian Fire Voluntary Service.

10. DATE AND PLACE OF THE NEXT MEETING

For decision

It was decided that another Joint Meeting with the Committee of Permanent Correspondents and the Directors of the Specialised Centres should be organised in November 2018. This meeting could either be held at the Council of Europe headquarters in Strasbourg or in Croatia, in the framework of the Croatian Chairmanship of the Committee of Ministers.

The Bureau will meet twice in 2018, in April and in October, in Strasbourg

11. CLOSURE OF THE MEETING

The Secretariat and the chairpersons thanked the participants for their continued collaboration.

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Council of Europe / Conseil de l'Europe

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AGENDA

6-7 November 2017 (9:00-17:30)
 Council of Europe office
 55, avenue Kléber, Paris
 Room 1

Monday 6 November 2017

		Documents	Expected results
9:00 <input checked="" type="checkbox"/>	1. ADOPTION OF THE DRAFT AGENDA	AP/CAT(2017)OJ05 For adoption	Participants are informed of the aims of the meeting and adopt the agenda.
	2. PROGRAMME OF ACTIVITIES 2017		
	2.1. Statutory meetings		
	70 th Meeting of the Committee of Permanent Correspondents and 30th Anniversary of EUR-OPA, Monaco, 14-15 March 2017 - report Meeting of the Bureau of the Committee of Permanent Correspondents, 3 October 2017 - report	AP/CAT(2017)09 For information AP/CAT(2017)17 For information	The salient points of the last 70 th meeting of the CPC are recalled.
9:30 <input checked="" type="checkbox"/>	2.2. Specialised Centres: 2016-17 Project results and new 2018-19 projects Presentation by project leaders of 2017 project achievements (5 minutes) and new projects in 2018-19 (5 minutes)	Coordinated Projects supported in 2017 - AP/CAT(2017)06rev For information	Participants are informed of 2017 project achievements and new 2018-19 projects.
10:30 Coffee break	<ul style="list-style-type: none"> ▪ Using scientific and technological knowledge ▪ Developing cooperation among all decision-makers 	Draft compilation of project proposals AP/CAT(2017)12 For discussion and decision	They are invited to discuss and decide the new activities proposed.
	General discussion and decision on new projects		
12.30 Lunch Break			
14:00 <input checked="" type="checkbox"/>	Specialised Centres: 2016-17 Project results and new 2018-19 projects (continued) Presentation by project leaders of 2017 project achievements (5 minutes) and new projects in 2018-19 (5 minutes) <ul style="list-style-type: none"> ▪ Promoting risk culture among the population ▪ Fostering population's active participation 	Coordinated Projects supported in 2017 - AP/CAT(2017)06rev For information Draft compilation of project proposals AP/CAT(2017)12 For discussion and decision	Participants are informed of 2017 project achievements and new 2018-19 projects. They are invited to discuss and decide the new activities proposed.
16:00 Coffee break			
16:15	2.3. Operational Activities		

	<p>International Workshop “Cultural Heritage Facing Climate Change: Increasing Resilience and Promoting Adaptation”, Ravello, Italy, 18-19 May 2017</p> <ul style="list-style-type: none"> • Draft Recommendation of the Committee of Ministers to Member States on cultural heritage facing climate change: increasing resilience and promoting adaptation 	<p>AP/CAT(2017)REC2 For information</p>	<p>Participants are informed of the work on Cultural Heritage in the context of Climate Change and invited to exchange views on possible follow-up work.</p>
	<p>Possible Joint Activities EUR-OPA and Bern Convention</p> <p>1st meeting of the Restricted Group of Experts on Biodiversity and Climate Change, Paris, 14-15 June 2017 - Report</p>	<p>T-PVS(2017)19 For information</p>	<p>Participants are informed of the results of the meeting and possible synergies between the Bern Convention and EUR-OPA.</p>
	<p>The Faro Convention in Research-Action: Community involvement in a post-disaster heritage revitalisation - 9-12 October 2017, Fontecchio, Italy</p>	<p>AT(2017)126 For information</p>	<p>Participants are informed of the initiative developed by the Council of Europe cultural heritage sector with the support of EUR-OPA.</p>
17:30 End of day 1			

Tuesday November 2017

9:00	3. PROGRAMME OF ACTIVITIES 2018-2019		
	3.1. Proposed activities for 2018-2019		
<input checked="" type="checkbox"/>	<p>Appointment of a Gender Equality Rapporteur (GER)</p>	<p>Role of GERs For discussion and decision</p>	<p>Participants are invited to identify a GER and ways to integrate a gender equality perspective in the functioning and EUR-OPA programme of activities.</p>
<input checked="" type="checkbox"/>	<p>3.2. Operational Activities</p> <p>Vulnerable Groups and Risk Management: <i>(monitoring implementation of recommendations on migrants / activities on children)</i></p> <p>Environment, Climate Change and Risk Management: <i>(possible collaboration and synergies with the Bern Convention and PEDRR)</i></p> <p>Cultural Heritage and Risk Management: <i>(research and recommendations on heritage and community-based approach for risk reduction)</i></p>	<p>AP/CAT(2017)2rev For discussion and decision</p>	<p>Participants are invited to propose and decide new activities in 2018-19, including ways to monitor the implementation of EUR-OPA recommendations and their impact.</p>
10h30 Coffee break			
<input checked="" type="checkbox"/>	<p>Strengthen collaboration and synergies between the Committee of Permanent Correspondents and the Directors of the Specialised Centres</p> <p>Follow-up of the implementation of EUR-OPA recommendations and resolutions.</p>	<p>APCAT(2017)18 For discussion and decision</p>	<p>Participants are invited to discuss how to measure improvements and impact of EUR-OPA work.</p>
12:30 Lunch Break			
14:00	4. TRAINING FOR DIRECTORS OF CENTRES		
	<p>Presentation of a revised template, guidelines for 2018-2019 Projects - Project of collaborative platform</p>	<p>AP/CAT(2017)13 For information</p>	<p>Directors of Specialised Centres are trained on project submission and reporting requirements.</p>

<input checked="" type="checkbox"/>	<p>5. SPONSORSHIP - PERMANENT CORRESPONDENTS</p> <p>Criteria for Sponsorship of Member States' Participation in CPC meetings</p>	<p>AP/CAT(2017)15 For discussion</p>	<p>Participants are invited to consider the GDP per capita income as the criteria for sponsorship of Member States' participation in CPC meetings.</p>
	<p>6. PUBLICATIONS AND VISIBILITY</p>		
	<p>Publication EUR-OPA/IOM on Migrants in Disaster Risk Reduction: Practices for Inclusion</p> <p>Launch event in the framework of the International Dialogue on Migration "Understanding migrant vulnerabilities: A solution-based approach towards a global compact that reduces vulnerabilities and empowers migrants", IOM, Geneva, Switzerland, 18-19 July 2019</p>	<p>For information</p>	<p>Participants are informed of the new joint IOM/CoE publication and invited to promote it.</p>
	<p>Publication on Migrants, Asylum Seekers and Refugees and Major Hazards: Their inclusion in Disaster Preparedness and Management</p>	<p>For information</p>	<p>Participants are informed of the publication and invited to promote it.</p>
	<p>Information tools: Collaborative platform for the Specialised Centres, EUR-OPA Website, Facebook and interactivity</p>	<p>AP/CAT(2017)16 For information</p>	<p>Participants are informed of existing and new planned visibility tools.</p>
	<p>7. INVOLVEMENT IN INTERNATIONAL INITIATIVES</p>		
	<p>Annual Meeting of the European Forum for Disaster Risk Reduction, Istanbul, Turkey, 26-28 March 2017</p>	<p>Istanbul Outcomes For information</p>	<p>Participants are informed of the results of the European Forum.</p>
	<p>International Conference : Risks, Security and Citizenship, Setubal, Portugal, 30-31 March 2017</p>	<p>Proceedings For information</p>	<p>Participants are informed of the outcomes of the Conference.</p>
	<p>Global Platform for Disaster Risk Reduction, Cancun, Mexico, 22-26 May 2017</p>	<p>High level Communiqué For information</p>	<p>Participants are informed on the results of the Global Platform.</p>
	<p>International Dialogue on Migration 2017</p> <p>Understanding Migrant Vulnerabilities: A solution-based approach towards a global compact that reduces vulnerabilities and empowers migrants, Palais des Nations Geneva, Switzerland, 18-19 July 2017</p>	<p>Summary of conclusions For information</p>	<p>Participants are informed of the results of Conference.</p>
	<p>EUR-OPA contribution to the International Day for Disaster Reduction – 13 October 2017</p>	<p>For information</p>	<p>Participants are invited to take note of the EUR-OPA contribution to the International Day for Disaster Risk Reduction</p>
	<p>8. BUDGET FOR 2018</p>	<p>AP/CAT(2017)14 For information</p>	<p>Participants are invited to take note of the 2018 budget adopted by the Committee of Ministers.</p>
	<p>9. ANY OTHER BUSINESS</p>		<p>Participants are invited to raise issues to be discussed with the Secretariat.</p>

<input checked="" type="checkbox"/>	10.DATE AND PLACE OF THE NEXT MEETING	For decision	Participants should decide on the dates and venue of the next meetings of the CPC and Directors of Specialised Centres.
17:30	11. END OF THE MEETING		

SPECIALISED CENTRES - PROJECT PROPOSAL 2018-2019

PRIORITY FOR ACTION OF THE MEDIUM TERM PLAN: *[Please select one or more priorities]*

Using scientific and technological knowledge to better assess evolving risks and adapt accordingly the resilience strategies.

Developing cooperation among all decision-makers to better define authorities' adequate role in DRR.

Promoting risk culture among population (children, adults and groups with special vulnerabilities).

Fostering population's active participation (as individuals and as community) to DRR.

PROJECT N°: *[indicate the project number of the Work Programme (e.g. Project 1.1 or 1.2)]*

NAME OF THE CENTRE	<i>[Add the name of the centre]</i>
COUNTRY	<i>[Add the country where the centre is based]</i>
REPRESENTED BY	<i>[Name and professional title of representative]</i>
TITLE OF THE PROJECT	<i>[Keep the project title as short as possible]</i>
NAME OF THE MINISTRY CONTACT PERSON	<i>[Name of the contact point in the Ministry with whom you have discussed the project]</i>

1. Project background

[Maximum 250 words. What is the context and which situation led to this project? Why is it important to carry out this project? Which issue(s) do you envisage to address with this project? Why does it need/justify funding? If this is the continuation of a previously implemented project, briefly describe the past achievements]

Enter text here...

2. Expected Results

[Maximum 200 words. Describe the expected results and give examples of the:

- a) *Impact (e.g. vulnerable groups in prone-risk areas know how to behave in an emergency. Implementation of new measures. Increased consultations with local and national government. Increased networking, etc.). Please describe how the project has an impact in other countries.*
- b) *Intermediate outcomes (e.g. trainers now train vulnerable groups on major hazards)*
- c) *Immediate outcomes (e.g. training of trainers on major hazards and vulnerable groups)]*

2018

2019

3. **Deliverables (Outputs)**
[Maximum 150 words. For example: workshop report, vulnerability maps, guidelines, recommendations, brochures, leaflets, development of websites, etc.]

2018 <u>Coordinator Centre:</u> <u>Partner 1:</u> <u>Partner 2:</u> <u>Partner 3:</u>

2019 <u>Coordinator Centre:</u> <u>Partner 1:</u> <u>Partner 2:</u> <u>Partner 3:</u>

4. **Activities**
[Maximum 150 words. Describe the detailed activities. What are you spending the funds on?]

2018 <u>Coordinator Centre:</u> <u>Partner 1:</u> <u>Partner 2:</u> <u>Partner 3:</u>

<p>2019</p> <p><u>Coordinator Centre:</u></p> <p><u>Partner 1:</u></p> <p><u>Partner 2:</u></p> <p><u>Partner 3:</u></p>

5. Project location

Please indicate where the project is taking place/which geographical area is targeted by the project

<p><u>Coordinator Centre:</u></p> <p><u>Partner 1:</u></p> <p><u>Partner 2:</u></p> <p><u>Partner 3:</u></p>

6.

Please in

7. Budget

DURATION	2018 <input type="checkbox"/>	2019 <input type="checkbox"/>	
PARTNERS	BUDGET IN EURO	BUDGET IN EURO	TOTAL BUDGET 2018 - 2019
<p>Coordinator Centre: <i>[Name of coordinator centre]</i></p>	<i>[Even if the work will be carried out in a non-Euro country, please specify the budget in euros]</i>	<i>[Even if the work will be carried out in a non-Euro country, please specify the budget in euros]</i>	<i>[Even if the work will be carried out in a non-Euro country, please specify the budget in euros]</i>
<p>Partner Centre 1: <i>[(the Coordinator Centre should contact directly any centre which may be interested in the partnership) Name of partner centre 1]</i></p>			

Partner Centre 2: <i>[Name of partner centre 2]</i>			
Partner Centre 3: <i>[Name of partner centre 3]</i>			

8. Target groups and community involvement

[Maximum 150 words. Please describe which are the groups targeted by the project and the communities involved. How do you address gender equality in your project?]

Enter text here....

9. Reporting

[The report should be sent to the Secretariat at the end of the project and no later than 15 November]

9.1. Give a global overview of the project's implementation (max 250 words)

Enter text here...

9.2. Describe the most significant achievements as a result of the grant during the reporting period (max 300 words)

Enter text here...

9.3. Provide a story which best illustrates the successes and/or challenges of your work to date (max 300 words)

Enter text here...

9.4. Mention any modifications which occurred in the project work plan and explain briefly why. (max 200 words)

Enter text here...

10. Sustainability

10.1. What steps have been taken to ensure that the results of the project are sustained? (max 200 words)

Enter text here...

APPENDIX I – ESTIMATED BUDGET

Please take note of the following guidelines for the preparation of 2017 financial report

- It is imperative to send invoices which reflect the item purchased/service provided and also the name and contact details of the supplier of goods or services.
- Invoices only showing bank transfers of funds from one account to another are not acceptable if a service has been rendered or a product purchased.
- For service providers' invoice, a short attestation, summarising the service/task(s), dated and signed by the service provider should be provided.
- Double-check to see that invoices fall within the specified project dates.
- If travel to a meeting is involved, an agenda or report of the meeting should be included as we must be able to assess the relevance of such a meeting to the project.
- For financial files, as the Secretariat has to photocopy all submitted files, endeavour to submit documents on A4 size paper, where possible.
- Provide a copy of the credit advice slip or any other document, provided by the Grantee's bank, to certify receipt of the payment.
- Where the Agreement was not concluded in Euros, a certified copy, provided by the Grantee's bank, indicating the exchange rate applied on the date(s) of conversion of the sum received into the local currency.

EXAMPLE FOR ONE CURRENCY IN EURO

[To be filled in by Euro countries]

Action:							
Place:							
Implementation period:							
CoE Administrator responsible:	Gianluca Silvestrini						
Currency:							
Grant by the Council of Europe:							
Contribution by the Grantee: ¹	[For example: human resources (project supervision and implementation)/ financial contribution/ equipment/ premises etc.]						
Activity 1							
	Local currency	€	Exchange rate =			1	for 1 €
Payments	Unit	# of units	Average unit rate	# of participants	Estimated budget (local currency)	Estimated Budget (€)	Comments
1. Per diems*							
1.1 Hotel expenses	Per night						
1.2 Lunches	Per lunch						

1.3 Dinners	Per dinner						
1.4 Coffee breaks	Per break				0	0	
						0	
Subtotal Per diems							
2. Travel							
2.1 National participants	Per trip						
2.2 Local transport (coach hire)	Per day				0	0	
2.3 Local transport (taxi)	Per trip				0	0	
2.4 International transport	Per trip						
						0	
Subtotal Travel							
3. Rent of hall, interpretation and translation							
3.1 Rent of hall	Per day				0	0	
3.2 Rent of interpretation equipment (days x unit rate)	Per day				0	0	
3.3 Interpretation services (days x unit rate x interpreters)	Per day				0	0	
3.4 Translation (pages x unit rate)	Per page				0	0	
						0	
Subtotal Rent of hall, interpretation and translation					0	0	
4. Publications and printed material							
4.1 Publications (editing)	Per item						
4.2 Publications (printing)	Per copy						
						0	
Subtotal Publications and printed material							
5. Project Implementation							
5.1 Research/desk study fees	Work days						
5.2 Equipment	specify				0	0	
5.3 Other overheads	Accountant						
						0	
Subtotal Project Implementation							
6. Administrative fees							
6.1 Stationery supplies	specify						
6.2 Other services (tel/fax, mail, copies)	specify						
Subtotal Administrative fees							
Total project costs (1-6)							
Notes:							
¹ Indicate whether the grantee commits to contribute by means of an in-kind contribution, or by means of a financial contribution. In the first case, the in-kind contribution shall be described, while in the second case, the amount and the currency of the financial contribution shall be indicated in the box.							
² Insert different lines to take into account differences of unit rates or number of participants in each event (lunch, journeys, etc).							
“Average unit rate” can be used but not “Average number of participants”. ² See Articles 1.1 and 3.2.							
I certify that this is the budget proposed				I accept the proposed budget			

	Gianluca SILVESTRINI, Executive Secretary
Signature	Signature
Date:	Date:

APPENDIX II – ESTIMATED BUDGET
EXAMPLE FOR TWO CURRENCIES: LOCAL CURRENCY AND EURO

[To be filled in by non-Euro countries. The budget should be provided in local currency and in Euro]

Action:							
Place:							
Implementation period:							
CoE Administrator responsible:		Gianluca Silvestrini					
Currency:							
Grant by the Council of Europe:							
Contribution by the Grantee: ¹		[For example: human resources (project supervision and implementation)/ financial contribution/ equipment/ premises etc.]					
Activity 1							
		Local currency	€	Exchange rate =		3,8339	
Payments	Unit	# of units	Average unit rate	# of participants	Estimated budget (local currency)	Estimated Budget (€)	Comments
1. Per diems*							
1.1 Hotel expenses	Per night						
1.2 Lunches	Per lunch				0	0	
1.3 Dinners	Per dinner				0	0	
1.4 Coffee breaks	Per break				0	0	
Subtotal Per diems							
2. Travel							
2.1 National participants	Per trip						
2.2 Local transport (coach hire)	Per day				0	0	
2.3 Local transport (taxi)	Per trip						
2.4 International transport	Per trip				0	0	
Subtotal Travel						0	
3. Rent of hall, interpretation and translation							
3.1 Rent of hall	Per day				0	0	
3.2 Rent of interpretation equipment (days x unit rate)	Per day				0	0	

3.3 Interpretation services (days x unit rate x interpreters)	Per day						
3.4 Translation (pages x unit rate)	Per page				0	0	
Subtotal Rent of hall, interpretation and translation							
4. Publications and printed material							
4.1 Publications (editing)	Per item				0	0	
4.2 Publications (printing)	Per copy				0	0	
						0	
Subtotal Publications and printed material					0	0	
5. Project Implementation							
5.1 Research/desk study fees	Work days				0	0	
5.2 Equipment	specify				0	0	
5.3 Other overheads	specify						
						0	
Subtotal Project Implementation					12000	3130	
6. Administrative fees							
6.1 Stationery supplies	specify				0	0	
6.2 Other services (tel/fax, mail, copies)	specify				0	0	
						0	
Subtotal Administrative fees					0	0	Amount written in full
Total project costs (1-6)							
Notes:							
<p>¹Indicate whether the grantee commits to contribute by means of an in-kind contribution, or by means of a financial contribution. In the first case, the in-kind contribution shall be described, while in the second case, the amount and the currency of the financial contribution shall be indicated in the box.</p> <p>*Insert different lines to take into account differences of unit rates or number of participants in each event (lunch, journeys, etc). “Average unit rate” can be used but not “Average number of participants”. ²See Articles 1.1 and 3.2.</p>							
I certify that this is the budget proposed				I accept the proposed budget			
				Gianluca SILVESTRINI, Executive Secretary			
Signature				Signature			
Date:				Date:			