

DRAFT AGENDA
Workshop/Training on Tsunami Exercise
Enhancing Tsunami Risk Assessment and Management, Strengthening Policy Support
and Developing Guidelines for Tsunami Exercises in Indian Ocean Project
Funded by UNESCAP
1-4 September 2014
Venue: Department of Meteorology and Hydrology
Nay Pyi Taw, Myanmar

Time (min)	Start	End	Agenda	Speakers/Moderators
Day 1 (Monday, 1 September 2014)				
30	08:30	9:00	REGISTRATION	
Opening Statements				
5	9:00	9:05	1. Representative of ICG/IOTWS - IOTIC	Ardito M. Kodijat
5	9:05	9:10	2. Department of Meteorology and Hydrology	Mr. Kyaw Moe Oo- Deputy-DG
15	9:10	9:25	Group Picture	
30	9:25	9:55	COFFEE BREAK	
5	9:55	10:00	Overview of UNESCO/IOC - UNESCAP Project	Harkunti Rahayu
5	10:00	10:05	Introduction to Workshop Modules	Ardito M. Kodijat
10	10:05	10:15	Follow up of 1st workshop	TBD
15	10:15	10:30	Preliminary input on Consultant Work	Alysius Rego
15	10:30	10:45	Introduction of Participants and setting up the ground rules and Working Groups	Ghazala Naeem
Module 1 Introduction to Tsunami Exercise				
30	10:45	11:15	1.1. Tsunami Hazard in Myanmar <i>(Presentation)</i>	DMH
20	11:15	11:35	1.2. The Need for Tsunami Exercise <i>(Presentation)</i>	Ardito M. Kodijat
20	11:35	11:55	1.3. Types of Tsunami Exercises <i>(Presentation)</i>	Ghazala Naeem
60	11:55	12:55	LUNCH BREAK	
Module 2 Designing Tsunami Exercise				
20	12:55	13:15	2.1. Tsunami Exercise Scope <i>(Presentation)</i>	Harkunti Rahayu
60	13:15	14:15	2.A Identifying the Need and Scope for Myanmar Exercise <i>(workshop)</i>	Training Participants
20	14:15	14:35	2.2. Establishing the Team <i>(presentation)</i> <i>Planning Team and Tsunami Exercise Team</i>	Ghazala Naeem
90	14:35	16:05	2.B Establishing the Exercise Planning Team <i>(workshop)</i> <i>Defining the Scope, Roles and Responsibilities of the team</i>	Training Participants
30	15:00	15:30	COFFEE BREAK	

Time (min)	Start	End	Agenda	Speakers/Moderators
Day 2 (Tuesday, 2 September 2014)				
30	08:30	9:00	REGISTRATION	
20	9:00	9:20	2.3. Tsunami Exercise Scenario <i>(Presentation)</i>	Ardito M. Kodijat
90	09:20	10:50	Mini Table Top Exercise	IOC UNESCO Trainer
30	10:50	11:20	COFFEE BREAK	
20	11:20	11:40	2.4. Defining the Tsunami Exercise <i>(Presentation)</i> <i>Objectives and Performance Indicators</i>	Harkunti Rahayu
20	11:40	12:00	2.5. Planning Tsunami Exercise <i>(Presentation)</i> <i>Meeting Plans, Schedule and Budgeting</i>	Ghazala Naeem

60	12:00	13:00	LUNCH BREAK	
60	13:00	14:00	2.C. Planning Tsunami Exercise (Workshop) Meeting Plans, Schedule, and Budgeting	Training Participants
60	14:00	15:00	2.D. Developing the Scenario and Documents (Workshop)	Training Participants
30	15:00	15:30	COFFEE BREAK	
30	15:30	16:00	2.D. Developing the Scenario and Documents (Workshop reporting)	Training Participants

Time (min)	Start	End	Agenda	Speakers/Moderators
			Day 3 (Wednesday, 3 September 2014)	
30	08:30	9:00	REGISTRATION	
Module 3		Setting Up and Organizing Exercises		
20	09:00	9:20	3.1. Exercise Setup and Preparation (Presentation)	Ghazala Naeem
20	9:20	9:40	3.2. Exercise Implementation (Presentation)	Ghazala Naeem
30	9:40	10:10	COFFEE BREAK	
60	10:10	11:10	3.A. Developing Checklist for Exercise Implementation (Workshop)	Training Participants
Module 4		Evaluation and Summary		
20	11:10	11:30	4.1 Tsunami Exercise Evaluation (Presentation)	Harkunti Rahayu
20	11:30	11:50	4.2 Exercise Reporting and Follow up of Tsunami Exercises (Presentation)	Harkunti Rahayu
60	11:50	12:50	LUNCH BREAK	
60	12:50	13:50	4.A. Developing Evaluation Checklist (Workshop)	Training Participants
Module 5		Review on SOPs: NTWC - NDMO (National - Local)		
30	13:50	14:20	5.1 Tsunami Warning Chain SOPs – Overview of Stakeholder Roles, Coordination, Operation, and Timelines (Presentation)	Ardito M. Kodijat
30	14:20	14:50	COFFEE BREAK	
120	14:50	16:50	5.A. Review on SOP, Stakeholders roles, coordination, operation, and timelines (Workshop)	Training Participants

Time (min)	Start	End	Agenda	Speakers/Moderators
			Day 4 (Thursday, 4 September 2014)	
30	08:30	9:00	REGISTRATION	
60	9:00	10:00	5.A. Review on Stakeholders roles, coordination, operation, timelines and Checklists	Training Participants
30	10:00	10:30	COFFEE BREAK	
Module 6		Table Top Exercise		
120	10:30	12:30	6.A. Table Top Exercise (Workshop)	Training Participants
60	12:30	13:30	LUNCH BREAK	
60	13:30	14:30	6.B. Evaluation and Reflection of the Table Top Exercise (Discussion)	Training Participants
30	14:30	15:00	6.1 Summary and Preparation for IOWave 14 Exercise (Presentation - Discussion)	Ardito M. Kodijat
30	15:00	15:30	COFFEE BREAK	
		Closing Statement		
15	15:30	15:45	Certificate of Participation	
5	15:45	15:50	1. Representatives of Participants	TBD
5	15:50	15:55	2. Chair of ICG/IOTWS Working Group 3	Harkunti Rahayu
5	15:55	16:00	3. Department of Meteorology and Hydrology	Mr. Kyaw Moe Oo- Deputy-DG