

**BUREAU OF THE PREPARATORY COMMITTEE FOR THE THIRD WORLD
CONFERENCE ON DISASTER RISK REDUCTION**

**Draft minutes of the ninth Bureau meeting
for consideration by the Bureau**

**23 July 2014 (15h00-18h00)
CCV, Room 18**

1. The ninth meeting of the Bureau of the Preparatory Committee for the Third World Conference on Disaster Risk Reduction was held on 23 July 2014 in Geneva.

2. The meeting was attended by:
Bureau members:
 - H.E. Ms. María del Pilar Cornejo, Minister for the National Secretariat of Risk Management (Ecuador)
 - H.E. Mr. Abdul Hannan (Bangladesh)
 - H.E. Mr. Walid Abdelnasser (Egypt)
 - H.E. Ms. Päivi Kairamo (Finland)
 - H.E. Mr. Wayne McCook (Jamaica)
 - H.E. Mr. Thani Thongphakdi (Thailand)
 - Mr. Andrey Nikiforov (Russian Federation)

Others in attendance:

- Ms. Jitka Brodska (Czech Republic)
- Ms. Cecilia Menoscal, Director of International Cooperation, National Risk Management Secretariat (Ecuador)
- Ms. Irina Moreno Gonzalez (Ecuador)
- Mr. Mohamed Negm (Egypt)
- Mr. Ville Lahelma (Finland)
- Ms. Tyesha Turner (Jamaica)
- Mr. Kotaro Suzuki (Japan)
- Mr. Shinobu Yamaguchi (Japan)
- Mr. Martin Samuel David (South Sudan)
- Mr. Oliver Hoehne (Switzerland)
- Mr. Pakawat Srisukwattana (Thailand)

Secretariat in attendance:

- Ms. Margareta Wahlström, Special Representative of the Secretary-General for Disaster Risk Reduction
- Mr. Neil McFarlane, Chief, Regional Programmes and DRR Coordination (UNISDR)
- Mr. Marco Toscano-Rivalta, Adviser to the Special Representative (UNISDR)
- Ms. Dizery Salim, Programme Officer (UNISDR)

AGREED ACTIONS

1. The co-Chairs' pre-zero draft will be posted on the World Conference website on 8 August 2014, in English.

2. A note will be sent on 8 August 2014 to all permanent missions outlining the modalities for open-ended informal consultative meetings on the pre-zero draft scheduled for September and October 2014 in Geneva.

3. The Bureau agreed to conduct its work via email in the period from late July through August 2014.

DISCUSSIONS

Agenda item 1: Opening

1. The meeting was opened by co-Chair H.E. Mr. Thani Thongphakdi (Thailand) and the agenda was adopted.

Agenda item 2: Adoption of minutes of previous Bureau meeting.

2. The Bureau agreed to review, via email, the minutes of Bureau meetings on 14 and 16 July 2014 with a deadline of COB 30 July 2014.

Agenda item 3. Pre-zero draft.

3. The chair presented the Bureau with the co-Chairs' pre-zero draft as it stood on 23 July 2014. A finished pre-zero draft would be presented on 8 August 2014 in English.
4. Thanking the co-Chairs, the Bureau made some preliminary observations on the draft, to be presented to the co-Chairs more fully by 27 July 2014.

Agenda item 3bis. Organizational matters

5. The chair reviewed the dates of future Bureau meetings as follows:
 - Friday, 19 September (15:00-18:00)
 - Thursday, 16 October (15:00-18:00)
 - Monday, 20 October (9:30-13:00)
 - Thursday, 6 November (15:00-18:00)
 - Monday, 17 November (18:00-18:45)
 - Wednesday, 19 November (9:30-13:00)

In the days following 19 November 2014, the chair proposed that the Bureau meet at least twice per month up to the World Conference.

Agenda item 4: Programme of work for open-ended consultative meetings (September-October 2014)

6. The chair reviewed the dates for open-ended informal consultative meetings on the pre-zero draft, to be held in Geneva. The details included that some sessions would involve Member States with United Nations system partners as observers and other sessions would be held with major groups and other stakeholders in the form of co-Chairs' dialogues. Details on the issues to be covered per session, and information on their timing, would be elaborated by the co-Chairs by 8 August 2014. It is anticipated that the series of open-ended informal consultative meetings would begin and end with a meeting of Member States.
7. Regarding level of participation from Governments, co-Chair H.E. Mr. Thani Thongphakdi (Thailand) said participation is expected from both Geneva-based staff as

well as experts from capital, with the latter most likely to attend in October where several back-to-back meetings have been arranged.

Agenda item 5: Programme of work for Preparatory Committee meeting 17-18 November 2014.

8. The chair reviewed the draft provisional agenda for the second session of the Preparatory Committee as follows:
 1. Opening
 2. Election of Chairpersons and other officers.
 3. Adoption of the agenda.
 4. Organization of work.
 5. Organization of the World Conference.
 6. Considerations on the post-2015 framework for disaster risk reduction.
 7. Consideration of the report of the Preparatory Committee on its second session.
 8. Any other business.
 9. Conclusion of the session.
9. Based on the agenda proposed, the secretariat was requested to provide a programme of work for the second session of the Preparatory Committee (17-18 November 2014) to be circulated via email to Bureau, and to start preparations.
10. The co-Chair reviewed the list of documents expected for the Preparatory Committee's second session as follows:
 - a) Information note to participants
 - b) Major groups applying for special accreditation
 - c) Other entities applying for special accreditation
 - d) Agenda
 - e) Programme of work
 - f) Report on organization of the World Conference
 - g) Programme of work for the World Conference
 - h) Draft report of the Prep Com
 - i) Report of the Prep Com
 - j) Substantive summary.
 - k) List of participants
 - l) A zero draft of the post-2015 framework for disaster risk reduction.
 - m) A report on experience gained through regional and national strategies/institutions and plans for disaster risk reduction and their recommendations as well as relevant regional agreements under HFA implementation, as specified in General Assembly resolution 68/21, paragraph 12 (b).

n) Regional platform outcome – Arab States

The next meeting of the Bureau will be held on Friday, 19 September 2014, to be chaired by H.E. Ms. Päivi Kairamo (Finland).

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Annex 1

**Bureau of the Preparatory Committee for the Third United Nations World Conference
on Disaster Risk Reduction**

Ninth meeting

**Wednesday 23 July 2014
15h00-18h00**

Venue: Centre International de Conférences Genève, Room 18
17 Rue de Varembe
1211 Geneva

Draft Agenda

1. Opening.
2. Adoption of minutes of previous Bureau meeting.
3. Pre-zero draft.
- 3 bis. Organizational matters.
4. Programme of work for open-ended consultative meetings (September-October 2014).
5. Programme of work for Preparatory Committee meeting 17-18 November 2014.
6. Any other business.

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Annex 2

Documents per agenda item

Item 3. Pre-zero draft.

Early version, co-Chairs' pre zero draft

Item 3 bis. Organizational matters.

Bureau workplan

Bureau draft meeting schedule up to the World Conference

Item 4. Programme of work for open-ended consultative meetings (September-October 2014).

Timeline presented by co-Chairs to Prep Com 1

18 July 2014 note verbale to all permanent missions containing dates of open-ended consultative meetings

Item 5. Programme of work for Preparatory Committee meeting 17-18 November 2014.

Prep Com 2 - early draft provisional agenda

Prep Com 2 - early provisional programme of work (pictorial)

World Conference programme of work (pictorial)

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