



INFORMATION NOTE

“United Nations Regional UN-SPIDER Workshop: Building Upon Regional Space-based Solutions for Disaster Management and Emergency Response for the Caribbean”

Organized by

The United Nations Office for Outer Space Affairs, the United Nations Development Programme (UNDP), the Caribbean Disaster Emergency Response Agency (CDERA) and the Department of Emergency Management of the Government of Barbados

With the support of

The Government of Austria

UN House, Hastings, St. Michael, Barbados, 08-11 July 2008

1. Introduction/ Background

The United Nations Office for Outer Space Affairs (UNOOSA), through its UN-SPIDER programme (United Nations Platform for Space-based Information for Disaster Management and Emergency Response), the United Nations Development Programme (UNDP) Barbados and the OECS Sub-regional Office, the Caribbean Disaster Emergency Response Agency (CDERA) and the Department of Emergency Management of the Government of Barbados are organising the above regional workshop to contribute to helping countries within the Caribbean and Central America learn how to access and use space technology for disaster management and emergency response.

In its resolution 61/110 of 14 December 2006 the United Nations General Assembly agreed to establish the “United Nations Platform for Space-based Information for Disaster Management and Emergency Response – UN-SPIDER”, as a new programme of the United Nations Office for Outer Space Affairs, to provide universal access to all countries and all relevant international and regional organizations to all types of space-based information and services relevant to disaster management to support the full disaster management cycle by being a gateway to space information for disaster management support, serving as a bridge to connect the disaster management and space communities and being a facilitator of capacity-building and institutional strengthening, in particular for developing countries.

The resolution further specifies that the programme will work closely with National Focal Points (NFP). NFPs are the national institutions representing the disaster management and/or space

application communities that are nominated by their respective government to work with UN-SPIDER in the strengthening of national disaster management planning and policies and in the implementation of specific national activities that incorporate space-based technology solutions to support disaster management. Furthermore, UN-SPIDER is working closely with regional and national centres of expertise in the use of space technology in disaster management forming a Network of Regional Support Offices (NRSO) which is contributing to the implementation of the activities of the programme in their respective regions in a coordinated manner, taking advantage of the important experience and capabilities being offered by many countries.

As part of the planned outreach activities in 2008, UN-SPIDER is organising several workshops to raise awareness within the user community, to assess its needs and to contribute to specific activities of this new programme. The workshop to be held in Barbados will bring together decision-makers and senior experts mainly from disaster management institutions from within the Caribbean region, including also the nominated UN-SPIDER National Focal Points to jointly discuss regional space-based solutions for disaster management and emergency response.

2. Objectives of the Regional UN-SPIDER Workshop

The objectives of this Workshop are:

- (a) To present the current status of space technology for disaster management and emergency response within the Caribbean Region;
- (b) To discuss the impact of global climate change on the increase of natural disasters in the region and how space-based technologies can contribute to mitigating these impacts;
- (c) To showcase regional space-based initiatives relevant to disaster management support (including risk reduction) and emergency response. This includes on-going and planned initiatives, case studies and best practices, archived data for disaster studies and capacity building opportunities;
- (d) To identify approaches towards the harmonisation of the various existing initiatives that are contributing to helping developing countries in the region access and use space-based technologies for disaster management and risk reduction;
- (e) To promote the Caribbean Strategic Framework on Comprehensive Disaster Management (CDM) with the support of the UN-SPIDER National Focal Points and the UN-SPIDER Network of Regional Support Offices, and;
- (f) To reflect on the best concepts for delivering support to both national activities and to national planning and policies, that consider the use of space-based technologies.

3. Expected participants

The workshop will bring together a total of 60 decision-makers and senior experts drawn from the following groups:

- Disaster management institutions from within the region, including also the nominated UN-SPIDER National Focal Points;

- National and regional institutions responsible for capacity building in and promoting the use of space-based technologies or in the application of space-based technologies to address natural resource, economic and social issues;
- UN-SPIDER Regional Support Offices;
- UN agencies, national and regional institutions as well as NGOs involved in disaster management mitigation and emergency relief;
- Space agencies;
- Academic and research institutions;
- Private sector providers of space based technological solutions;
- Geospatial Information Management and IT companies;

4. Participation requirements

Participants should hold managerial or technical positions at governmental agencies, international, national and regional institutions, NGOs or private industry with programmes or activities relating to providing support to disaster management and emergency response activities or development of space technology capabilities and/or solutions. Nominated National Focal Points, experts from the Network of Regional Support Offices and applicants who demonstrate that the topics of this event are central to his/her professional activities/responsibilities will be selected on a priority basis.

5. Language of the Workshop

The working languages of all planned activities will be English and Spanish. Should additional funds become available, interpretation services will also be provided in French.

6. Financial support

Within the limited financial resources available, a number of selected regional participants will be offered financial support to attend the Workshop. This financial support will defray the cost of travel (a round trip ticket – most economic fare – between the airport of international departure in their home country and Bridgetown, Barbados) and/or the room and board expenses during the duration of the event. Nominated National Focal Points and experts from the Network of Regional Support Offices will be considered for financial support on a priority basis.

7. Deadline for Submission of Applications

The completed application form, properly endorsed by applicant's government/institution, should be submitted either by e-mail (scanned copy) or by fax directly to the Office for Outer Space Affairs, United Nations Office at Vienna no later than **Friday 23 May 2008** (georg.magerl@unoosa.org, FAX: (+43-1)-26060-5830). Only complete applications, with all the requested information and signatures, will be considered.

8. Life and Health Insurance

Life/major health insurance for each of the selected participants is necessary and is the responsibility of the candidate or his/her institution or government. The co-sponsors will not assume any responsibility for life and major health insurance, nor for expenses related to medical treatment or accidental events.

9. Points of Contact

For information regarding the agenda and programme of the workshop as well as funding for participants, please contact **Mr. Georg Magerl**, United Nations Office for Outer Space Affairs.

Mr. Georg Magerl

E-mail: georg.magerl@unoosa.org
Telephone: +43 1 26060 4472
Fax: +43 1 26060 5830

The focal point in Barbados is **Mr. Ian King (UNDP)**, he can be contacted for information regarding the agenda and programme of the workshop as well as local arrangements including venue of the workshop, arrival in Barbados, hotel accommodation, transportation to and from the hotel and other logistical details.

Mr. Ian King

E-mail: ian.king@undp.org
Telephone: +1 246 467-6032
Fax: +1 246 429-2448



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Government of Austria

UN House, Hastings, St. Michael, Barbados, 08-11 July 2008

APPLICATION FORM
(To be typed in or handwritten in block letters)

DEADLINE FOR SUBMISSION: Friday, 23 May 2008

This form, FULLY COMPLETED AND SIGNED, should be submitted either by e-mail (scanned copy) or by fax directly to the Office for Outer Space Affairs, United Nations Office at Vienna no later than Friday 23 May 2008 (georg.magerl@unoosa.org , FAX: (+43-1)-26060-5830).

I hereby apply to participate in the United Nations Regional UN-SPIDER Workshop. **Applicants should be familiar with the objectives and programme topics of the workshop as described above.**

A. PERSONAL DATA

1. Family Name: _____ First Name: _____
2. Sex (Male/Female): _____ 3. Date of Birth: _____/_____/_____
Day Month Year
4. Nationality: _____
5. Current Title/Position: _____
6. Agency/Organization: _____
7. Principal Functions/Duties: _____
8. Official Mailing Address: _____

City: _____ State: _____ Country: _____
9. Phone 1: _____ Phone 2: _____
Fax 1: _____ Fax 2: _____
E-mail: _____

(Please double check your phone/fax numbers and E-mail address, since this will be our principal means to contact you)

10. In case of emergency contact: _____
Address: _____

_____ Phone: _____ Fax: _____

B. ACADEMIC AND PROFESSIONAL BACKGROUND

11. Your academic background (degrees, where and when obtained, and a description of your fields of study):

12. Your professional experience relevant to this workshop:

13. Provide information on the programmes and mandates of your institution that could benefit from your participation in this workshop, including your involvement and responsibility:

14. Have you previously participated in training courses/workshops/seminars (regional or international) organized by the United Nations or its specialized agencies? Yes () No ()
If yes, please indicate the following: title of the meeting(s), location(s), date(s) of attendance and subject(s) covered by the programme:

C. PARTICIPANT PRESENTATIONS

15. Several participants will have the opportunity to give a presentation on the topics listed in section 2 of the information note. If you wish to be considered please provide a title for your proposed presentation and a brief description. You may wish to attach a 100-word abstract to this application form.

D. HEALTH REQUIREMENTS

16. Life/major health insurance for each selected participant is the responsibility of his/her institution.

E. FUNDING

17. *Funds available to support participants in the workshop are limited and will be made available on a priority basis to relevant participants.* Qualified participants whose nominating agency/organization agrees to fund round-trip travel and/or living expenses **will be considered on a priority basis.** Due to limited funding availability, the organizers strongly encourage you to seek alternative funding to secure your participation. Please indicate below if you are able to pay for your round trip travel and/or living expenses for the duration of the workshop (covered either by your sponsoring agency/organization, or another international, regional or national organization) or if you wish to be considered for funding support. Also, if you are requesting funding support for round-trip travel you must fill in Section 20 at the end of this Application Form.

Living expenses for the duration of the workshop

I have my own funding and do not wish to be considered for funding support ()

I do not have funding and I do wish to be considered for funding support ()

Round trip travel to Bridgetown, Barbados

I have my own funding and do not wish to be considered for funding support ()

I do not have funding and I do wish to be considered for funding support ()

IMPORTANT: We will only consider your request for funding support if your Application Form is complete, including the travel information and the signature and stamp/seal of the Head of the nominating agency/organization. It is important that our Office receives the original of this application form.

18. Applicant’s signature:

(Signature of Applicant) (Place) (Date)

19. Head of nominating agency/organization (required for processing of application):

(The head of the nominating agency/organization also confirms with their signature that the nominating agency/organization will be able to provide funding for the participation of its nominee as indicated in paragraph E of this application form)

(Signature of Head of nominating organisation) (Place) (Date)

(Full name and title of Head of nominating agency/organization/company in print)

(Seal of agency/organization)

**IF YOU ARE REQUESTING FUNDING SUPPORT FOR TRAVEL
PLEASE PROVIDE THE FOLLOWING INFORMATION.**

20. The financial support for the cost of travel that will be provided to a limited number of participants will be for a round trip ticket – most economic fare – between the airport of international departure in your home country and Bridgetown, Barbados. In order to help us in providing this funding support we request that you verify in your home country the cost of such a ticket and the routing. Please contact either an airline company that connects your country to Barbados or a Travel Agency and provide us with the following information. You should plan to arrive on Monday 7 July 2008 and depart on or after Friday 11 July 2008 after 4:00 PM.

Name of Airline or Travel Agency _____

Address _____

Tel / FAX / E-mail _____

Details of route going to Barbados – date and time of departure and arrival and flight numbers

Details of route returning to your home country – date and time of departure and arrival and flight numbers

Cost of ticket in local currency and US dollars – include in the cost all airport taxes and other fees

IMPORTANT: The information above is important if you are requesting funding support and will help our planning. Thank-you.