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WORLD CONFERENCE ON DISASTER REDUCTION

Preparatory Committee
First Session
Geneva, 6-7 May 2004
Item 3 of the provisional agenda

PROVISIONAL AGENDA AND ANNOTATIONS*

Note by the Secretariat

The General Assembly in its resolution A/RES/58/214 decided to convene a World Conference on Disaster Reduction in Kobe, Hyogo, Japan, 18-22 January 2005 and decided to establish an Open-ended Intergovernmental Preparatory Committee for the Conference. It requested the Inter-Agency Secretariat for the International Strategy for Disaster Reduction to serve as the Secretariat of the Conference and to coordinate the preparatory activities.

* The document was submitted late to the conference service due to late designation of the all Bureau members for the Preparatory Committee.

I. Introduction

1. Paragraph 9 of the General Assembly resolution A/RES/58/214 provides that the preparatory committee will meet in Geneva following the 2004 semi-annual sessions of the Inter-Agency Task Force for Disaster Reduction, for up to two days each time. The first session of the Preparatory Committee for the World Conference on Disaster Reduction will therefore be held at the United Nations Office at Geneva from 6 to 7 May 2004, following the ninth session of the Inter-Agency Task Force meeting scheduled to take place on 4-5 May 2004.

2. List of the documents prepared for the first session of the Preparatory Committee is contained in annex I. In addition to normal distribution, documents will be made available on the secretariat's web site: <http://www.unisdr.org>.

II. Provisional agenda

1. Opening of the Preparatory Committee
2. Officers of the Preparatory Committee
3. Adoption of the Agenda of first session of the Preparatory Committee
4. Provisional rules of procedure for the Preparatory Committee and the World Conference on Disaster Reduction
5. Organisation of work
6. Progress report on the preparatory process of the World Conference on Disaster Reduction
7. Draft annotated outline of the review of Yokohama Strategy and Plan of Action
8. Proposed elements for the programme outcome of the World Conference on Disaster Reduction
9. Arrangements for second session of the Preparatory Committee
10. Other matters
11. Conclusion of the session

III. Annotations to the Provisional Agenda

Item 1: Opening of the Preparatory Committee

3. The session will be opened by the Chairman of the Bureau (Ecuador). It will be followed by a statement of a representative of the host Government (Japan) and a statement of the ISDR Director, Head of the Conference Secretariat.

Item 2: Officers of the Preparatory Committee

4. **Background:** The Bureau for the Preparatory Committee, as decided by the General Assembly resolution A/RES/58/214 in paragraphs 10 and 11 consists of five representatives of Member States nominated by the regional groups on the basis of equitable geographical representation. The members of the Bureau are: Ecuador, Germany, Islamic Republic of Iran, Morocco and Russian Federation. In addition, Japan as host country, is nominated as an ex-officio member. Ecuador is elected as the Chair of the Bureau. It is suggested that the Chair of the Bureau will serve as President for the session and the Rapporteur will be selected among other Bureau Members.

5. **Action:** The Preparatory Committee will be invited to agree on the proposed officers.

Item 3: Adoption of the agenda of the first session of the Preparatory Committee

6. **Background:** The Preparatory Committee has before it the provisional agenda, prepared by the Conference Secretariat in agreement with the Bureau (A/CONF.206/PC(I)/1).

7. **Action:** The Preparatory Committee will be invited to adopt the agenda.

Item 4: Proposed Rules of procedure for the Preparatory Committee and the World Conference on Disaster Reduction

8. **Background:** The General Assembly, in its resolution A/RES/58/214, decided to establish an open-ended intergovernmental preparatory committee for the conference to review the organizational and substantive preparations for the Conference, to approve the programme of work of the Conference and to propose rules of procedure for adoption by the Conference (paragraph 8). The draft rules of procedures for the World Conference will be presented at the beginning of the session for adoption, based on the rules of procedures of the World Summit on Sustainable Development (A/CONF.206/PC(I)/2).

9. The General Assembly, in the same resolution, decided that the accreditation and participation to the World Conference on Disaster Reduction of major groups will be in accordance with the rules of procedure of the Commission on Sustainable Development, the rules of procedure of the World Summit on Sustainable Development and the established practice of the Commission on the participation and engagement of major groups (paragraph 16). Suggested arrangements for accreditation and participation in the preparatory process and in the

World Conference on Disaster Reduction of relevant non-governmental organizations and other major groups will be presented for adoption (A/CONF.206/PC(I)/INF.1).

10. **Action:** The Preparatory Committee will be invited to adopt the draft rules of procedures as well as suggested arrangements for accreditation and participation in the preparatory process and in the World Conference.

Item 5: Organisation of work

11. **Background:** The General Assembly resolution on the International Strategy for Disaster Reduction (A/RES/58/214) sets out the work modalities for the open-ended intergovernmental Preparatory Committee of the Conference. The Preparatory Committee will meet in Geneva following the meetings of the Inter-Agency Task Force on Disaster Reduction and will further convene, if required during the WCDR, 18-22 January 2005, in Kobe, Hyogo.

12. The work of the first session will be carried out in four working plenary meetings. A tentative schedule of work is to be found in annex II. The attention of the Preparatory Committee is drawn to the fact that only a few working documents will be made available in all languages during the Preparatory Committee, due to limited capacity for translation. Other working background papers will be made available only in English.

13. **Action:** The Preparatory Committee will be invited to agree upon the organization of work of the Preparatory Committee.

Item 6: Progress report on the preparatory process of the World Conference on Disaster Reduction

14. **Background:** The Preparatory Committee will hear the progress report of the Conference Secretariat, which will include the account of the Bureau meetings, summary conclusions of the Inter-Agency Task Force meeting, recommendations from regional and technical consultations that have already taken place, and other relevant activities.

15. The reported activities are in response to General Assembly resolution (A/RES/58/214) inviting 'Member States, all United Nations bodies and specialized agencies and other relevant intergovernmental agencies and organizations, in particular members of the Inter-Agency Task Force on Disaster Reduction (IATF), to participate actively in the Conference, as well as its preparatory process'; welcoming 'contributions from all regions that could provide substantive inputs to the preparatory process and the Conference itself'; and encouraging 'effective contributions from major groups'.

16. **Action:** The Preparatory Committee will be invited to take note of the information provided (A/CONF.206/PC(I)/5). The Preparatory Committee may wish to seek clarification on points not addressed by the Conference Secretariat.

Item 7: Draft annotated outline of the review of Yokohama Strategy and Plan of Action

17. **Background:** The Conference Secretariat will brief the Preparatory Committee on the methodology and status of the review of the implementation of the Yokohama Strategy and Plan of Action and the direction in which the conclusions are drawn (A/CONF.206/PC(I)/3).

18. **Action:** The Preparatory Committee will be invited to comment on and endorse the methodology for compiling the review and in particular discuss methods for supporting and consolidating national inputs to the review.

Item 8: Proposed elements for the programme outcome of the World Conference on Disaster Reduction

19. **Background:** The Preparatory Committee will have before it a document entitled Proposed Elements for the Programme Outcome of the WCDR (A/CONF.206/PC(I)/4).

20. **Action:** The Preparatory Committee will be invited to seek clarification on and to consider the concept and format proposed for the Conference programme document. The Preparatory Committee is expected to provide recommendations to enhance its content for further consideration at the second session of the Preparatory Committee, indicate areas of priority and content to be included, and provide guidance for the Conference Secretariat to further develop the proposal in consultation with Governments, experts and other stakeholders during the inter-sessional period.

Item 9: Arrangements for Second Session of the Preparatory Committee

21. **Background:** The second session of the Preparatory Committee is scheduled for 11-12 October 2004, following the tenth meeting of the Inter-Agency Task Force on Disaster Reduction meeting scheduled for 7-8 October 2004. It should also be noted that the 13 October 2004 is the International Day for Disaster Reduction.

22. The topics of the second session of the Preparatory Committee are expected to include the format of the Conference; final comments on the Yokohama review; elements for the political declaration; and further discussions on the programme document.

23. **Action:** The Preparatory Committee will be invited to endorse the proposals made by the Conference Secretariat.

Item 10: Other matters

24. Any other matters for the attention of the Preparatory Committee will be taken up under this item.

Item 11: Conclusion of the session

25. A draft report on the works of the first session of the Preparatory Committee will be prepared by the Conference Secretariat in consultation with the Bureau.

26. The Chair will declare the session closed.

Annex I

LIST OF DOCUMENTS

(Documents available at the first session of the Preparatory Committee
of the World Conference on Disaster Reduction)

<u>Document symbol</u>	<u>Title or description of contents</u>
A/CONF.206/PC(I)/1	Annotated provisional agenda
A/CONF.206/PC(I)/2	Provisional rules of procedure for the Preparatory Committee and the World Conference on Disaster Reduction
A/CONF.206/PC(I)/3	Draft annotated outline of the review of the Yokohama Strategy and Plan of Action
A/CONF.206/PC(I)/4	Proposed elements for the programme outcome of the World Conference on Disaster Reduction
A/CONF.206/PC(I)/5	Progress report of on the preparatory process of the World Conference on Disaster Reduction
A/CONF.206/PC(I)/INF.1	Suggested arrangements for accreditation and participation in the preparatory process and in the World Conference on Disaster Reduction of relevant non-governmental organizations and other major groups

Annex II

TENTATIVE SCHEDULE OF WORK

Thursday, 6 May 2004
(Salle XIX, Palais des Nations)

10 a.m. – 1 p.m.	3 p.m. – 6 p.m.
<ul style="list-style-type: none">- Opening of the Preparatory Committee- Officers of the Preparatory Committee- Adoption of the Agenda of first session of the Preparatory Committee (A/CONF.206/PC(I)/1)- Provisional rules of procedure for the Preparatory Committee and the World Conference on Disaster Reduction (A/CONF.206/PC(I)/2) (A/CONF.206/PC(I)/INF.1)- Organisation of work- Progress report on the preparatory process of the World Conference on Disaster Reduction (A/CONF.206/PC(I)/5)	<ul style="list-style-type: none">- Draft annotated outline of the review of Yokohama Strategy and Plan of Action (A/CONF.206/PC(I)/3)- Proposed elements for the programme outcome of the World Conference on Disaster Reduction (A/CONF.206/PC(I)/4)

Friday, 7 May 2004

10 a.m. – 1 p.m.	3 p.m. – 6 p.m.
<ul style="list-style-type: none">- Proposed elements for the programme outcome of the World Conference on Disaster Reduction (continued) (A/CONF.206/PC(I)/4)	<ul style="list-style-type: none">- Proposed elements for the programme outcome of the World Conference on Disaster Reduction (continued) (A/CONF.206/PC(I)/4)- Arrangements for second session of the Preparatory Committee- Other matters- Conclusion of the session

Note:

The ninth session of the Inter-Agency Task Force on Disaster Reduction (Salle XII, Palais des Nations) will take place on Tuesday 4 May and Wednesday 5 May. Governments are invited as observers for the meetings of 4 May afternoon, 3 p.m. -6 p.m. (high-level debate), and 5 May morning meeting, 10 a.m. -1 p.m.

A side-event is tentatively scheduled for 5 May in the afternoon.
