

PLAN OF ACTION TO IMPLEMENT THE ASEAN LEADERS' DECLARATION ON DISASTER HEALTH MANAGEMENT (2019-2025)

The Plan of Action (POA) aims to operationalize the ASEAN Leaders' Declaration on Disaster Health Management (hereinafter referred to as the ASEAN Declaration, or ALD on DHM), which was adopted on 13th November 2017 in Manila, the Philippines. This POA is designed to provide guidelines for governments of ASEAN Member States (AMS), ASEAN Sectoral Ministerial Bodies and the international community, including international organizations, and/or multilateral financial institutions, for achieving the objectives of the ALD on DHM. This POA is a framework to ensure practical coordination and collaboration of the AMS in operationalizing the ASEAN Declaration. In addition, it seeks to address regional challenges and opportunities by implementing the ALD on DHM over the next seven years after its activation while appreciating the involvement of non-health sectors and other relevant bodies in its development.

This POA is designed based on the Bangkok Principles for the implementation of health aspects of the Sendai Framework for Disaster Risk Reduction 2015-2030 as it is utilized as guidelines to help operationalize the ASEAN Declaration, enhancing complementarities between the ASEAN Community Vision 2025 and the UN 2030 Agenda for Sustainable Development, which will help guide discussions on the set of priority areas that cut across the various SDGs and serve as catalysts to promoting both community building and sustainable development.

Goal: Disaster resilient health system in the ASEAN community

To achieve the goal of the POA, this POA proposes to address five priority areas which are implemented through a coordination mechanism, as follows:

PRIORITY AREAS

1. Strengthening and enhancing of regional collaborative frameworks on disaster health management

1.1 Support the development of regional collaboration mechanisms on disaster health management, including the development of relevant standard operating procedures for regional collaboration on disaster health management.

1.1.1 Regularly conduct exercises to test the effectiveness and appropriateness of the standard operating procedures.

1.2 Increase dialogue and communication platform among the ASEAN Member States and stakeholders to forge greater collaboration.

1.2.1 Establish the Regional Coordination Committee on Disaster Health Management (RCC-DHM) to oversee and monitor the coordination and collaboration to develop and implement the regional collaboration mechanisms in disaster health management.

1.2.2 The committee shall have regular meetings to track progress in the development and implementation of the regional collaboration mechanisms on disaster health management.

2. Multi-sectoral participation in disaster health management

- 2.1 Deepen engagement with global, regional and national health and non-health sectors in participating in disaster health management activities.
 - 2.1.1 Strengthen close collaboration and involvement with the ASEAN Committee on Disaster Management (ACDM), ASEAN Coordinating Centre for Humanitarian Assistance on Disaster Management (AHA Centre), ASEAN Center of Military Medicine (ACMM) and other regional collaboration platforms.
 - 2.1.2 Support the operation on health aspects of AHA Centre.
 - 2.1.3 Collaborate with relevant ASEAN Sectoral Bodies in enhancing capacities of ASEAN Member States.
 - 2.1.4 Collaborate with development partners, including the United Nations, other relevant inter-governmental, regional organizations and other stakeholders for technical and financial support.

3. Promote the integration of disaster health management framework/concepts into national and sub-national legal and regulatory framework

- 3.1 Promote the integration of disaster health management framework/concepts into national and sub-national legislation, policies, strategies, plans, protocols, guidelines, evaluation framework, etc.
 - 3.1.1 Create enabling environment for the development of national and sub-national legislation, policies, strategies, plans, protocols, guidelines, evaluation framework and other relevant mechanisms on disaster health management.
 - 3.1.2 Emphasize the issues on gender and on needs of specific vulnerable groups in the national and sub-national disaster health management framework.
 - 3.1.3 Integrate disaster risk reduction into health education and trainings curricula, as appropriate
 - 3.1.4 Apply monitoring and evaluation frameworks for disaster health management to track and monitor the progress of implementation of plans at all levels.
- 3.2 Encourage the allocation of financial resources to support and promote the development of legal and regulatory frameworks, projects and programmes on disaster health management at all levels.
- 3.3 Support project and programme formulation at global, national or sub-national levels that aims to strengthen national capacities on disaster health management.
 - 3.3.1 Support and facilitate the development of effective mechanisms to manage health aspects of disasters that would facilitate the operation of emergency medical teams (EMTs) including the national standard operating procedures (SOP) for the coordination of the international EMT (I-EMT), information management systems, and logistic systems.
 - 3.3.2 Support the establishment of coordinating bodies that would facilitate the collaboration of EMT.

4. Promotion of investment to develop and improve critical health facilities and infrastructure at national level

4.1 Promote the utilization of advanced and modern technologies to build and improve hospitals, health facilities and critical health infrastructure so that they are safe and resilient.

4.1.1 Encourage public and private investment in research and innovation to build and improve safe and resilient health facilities and health infrastructure.

4.2 Promote the utilization of structural and non-structural measures to build hospitals and health facilities that are safe and resilient.

4.2.1 Enhance the awareness and preparedness of hospitals and health facilities through safety assessments, safe hospital initiatives and other activities, while applying the principles of “building back better” in the reconstruction of health facilities as part of post-disaster recovery efforts.

5. Knowledge management on disaster health management

5.1 Support the application of research, studies and trainings on disaster health management being undertaken under the ASEAN framework and between ASEAN and Dialogue Partners.

5.1.1 Support participation in regional academic conferences on disaster health management to share best practices, exchange information, and facilitate transfers of health-related technologies.

5.1.2 Strengthen the cooperation between active academic networks among disaster health management programmes.

5.2 Promote communication and dialogue of ASEAN Member States in educational policies and initiatives.

5.3 Strengthen the capacities of health workers responsible for disaster health management.

5.4 Organize training activities to develop and strengthen the capacities of national and international EMT.

5.5 Encourage and facilitate AMS in the strengthening of their I-EMT to meet international standards, as appropriate.

MECHANISM

To operationalize the plan of action effectively and sustainably in a timely manner, the Regional Coordination Committee on Disaster Health Management (RCC-DHM) will be established and executed by the year 2019, and continuously developed to be the effective regional collaborative mechanism for the sustainable development of disaster resilient health system by the year 2025.

Regional Coordination Committee on Disaster Health Management (RCC-DHM)

The RCC-DHM is composed of two representatives from each AMS, one representative from the ASEAN Secretariat and one representative from the AHA Centre. Roles and responsibilities of the RCC-DHM are as follows:

- 1) *Facilitate the development of regional collaboration on disaster health management.*
The Meeting of RCC is established to be the arena where ASEAN Member States and ASEAN Sectoral Bodies can share, discuss and monitor the progress of the regional collaboration on disaster health management.
- 2) *Collaborate with relevant ASEAN Sectoral bodies, both health and non-health sectors, and other international/regional organizations.*
The RCC is expected to organize or participate in meetings of other ASEAN collaborative platforms that are related to disaster health management such as ASEAN Committee on Disaster Management (ACDM), the ASEAN Center of Military Medicine (ACMM), while not limit to ASEAN but rather involve other relevant international/regional organizations to seek feedback, inputs and cooperation from/with these sectors.
- 3) *Develop Standard Operating Procedures (SOPs) and other collaboration tools.*
The RCC will develop SOPs for regional collaboration on Disaster Health Management. They will also develop other collaborative tools that would help facilitate the coordination and collaboration such as with the ASEAN (Public Health) Emergency Operation Center (EOC) Network and on standards of ASEAN I-EMT.
- 4) *Facilitate and provide policy guidance in the development of regional collaboration drills on disaster health management in AMS.*
Disaster drills aim to pilot and to test the collaborative tools, as well as to perform after-action reviews for improvement. The drills are expected to involve other health and non-health sectors relevant to the collaboration on disaster health management.
- 5) *Facilitate and support academic activities related to disaster health management.*
The academic activities aim to build up capacity of AMS such as organize academic seminars, establish academic network and co-conducting research, organize training activities and conduct consultations in supporting and assisting the development and implementation of disaster health management activities.
- 6) *Facilitate the establishment of regional disaster health training centers.*
The regional disaster health training centers will be established based on specialty and expertise from ASEAN Member States in Disaster Health Management. The respective centers will develop the standard training curriculum and provide training courses for specialized disaster health-related personnel in ASEAN and establish network with national academic institutions to provide training services to all ASEAN Member States.

The RCC-DHM will be executed under the supervision by and guidance of ASEAN Health Cluster 2 (AHC 2) and Senior Officials Meeting on Health Development (SOMHD). The Terms of Reference of the Regional Coordination Committee on Disaster Health Management can be referred to in ANNEX 1 of this POA.

In order to achieve the goal of this POA and to receive optimal results, this paper proposes a set of targets that are to be achieved at regional and national levels by 2025:

Targets of the Plan of Action to Implement the ASEAN Leaders' Declaration on Disaster Health Management By 2025

Targets at the Regional Level

1. A Regional Coordination Committee on Disaster Health Management is established.
2. A set of Standard Operating Procedure (SOP) for the Coordination of International Emergency Medical Teams (EMTs) in ASEAN is regularly reviewed, tested through regional exercises or lessons learned from actual disaster responses, and updated every three years.
3. An SOP for the coordination of civil-military EMT operation is developed, regularly reviewed, tested and updated.
4. A database of Emergency Medical Teams (EMTs) in ASEAN is maintained and updated annually for utilization in disaster situations.
5. Standard reporting forms of EMTs, such as Minimum Data Set, Medical record and Health Needs Assessment forms are developed and regularly reviewed, tested and updated.
6. An ASEAN Standard for I-EMTs is developed and regularly reviewed, tested and updated.
7. An ASEAN drill for the coordination of EMT in disasters is scheduled and conducted annually.
8. A Standard Training curriculum of ASEAN I-EMTs, EMT Coordination Cell (EMTCC) and other topics related to disaster health management is developed. E-learning materials are also developed according to the standard curriculum.
9. A curriculum on Bangkok Principles for the implementation of the health aspects of the Sendai Framework for Disaster Risk Reduction 2015-2030 is developed.
10. Regional disaster health management training centers are established to support the capacity development (through training programmes, including on-line courses), knowledge management, research and development priorities on disaster health management of AMS.
11. A network of national academic institutions is established to organize training activities at national level.
12. A Regional Conference on Disaster Health Management is organized every two years.
13. At least one joint research is proposed and conducted in a year.
14. An ASEAN Journal/E-Bulletin of Disaster Health Management is established and published twice a year.

Targets at the National Level (Each AMS is expected to achieve these targets)

1. Each ASEAN Member State has at least one I-EMT that is compliant to either ASEAN or WHO I-EMT minimum standards.
2. EMTCC has been established.
3. National SOPs for the Coordination of EMTs which determine the protocol in EMT coordination; such as, the request and offer of assistance, RDC process, CIQ process, or the authorization of healthcare professional have been developed.
4. Standard reporting system for EMTs has been developed.
5. Each ASEAN Member State has a disaster health management training system for capacity development, knowledge management, research and development initiatives in collaboration with other designated training centers of AMS and with relevant academic networks, as appropriate.

6. Disaster health management concept has been introduced in health education for relevant countries.
7. Safe hospital projects and programmes are initiated to enhance hospital preparedness and response along with quality assurance mechanism (continuous assessment).

ANNEX 1

TERMS OF REFERENCE (TOR) OF THE REGIONAL COORDINATION COMMITTEE ON DISASTER HEALTH MANAGEMENT (RCC-DHM)

The Regional Coordination Committee on Disaster Health Management, hereinafter referred to as “RCC-DHM”, shall be established as one of the mechanisms to operationalize the Plan of Action (POA) to Implement the ASEAN Leaders’ Declaration on Disaster Health Management (ALD on DHM) through the strengthening of the collaboration among the ASEAN Member States (AMS). The RCC-DHM shall be a body associated with the ASEAN Health Cluster 2 on Responding to All Hazards and Emerging Threats which has purview of Health Priority 12 on Disaster Health Management of the ASEAN Post-2015 Health Development Agenda (APHDA), and shall be operated in accordance with the following Terms of Reference (TOR):

1. COMPOSITION

1.1. Members.

- a. The RCC-DHM shall be composed of two members from each AMS who are appointed by respective Governments of AMS, one member from the ASEAN Secretariat, and one member from the ASEAN Coordinating Centre for Humanitarian Assistance in disaster management (AHA Centre).
- b. The two appointed representatives from AMS shall each consist of a primary member and an alternate member.
- c. The first appointed representatives from AMS shall have the following backgrounds:
 - The primary representative shall be the Director or Head of Disaster Health Management Department of the Ministry of Health, or their equivalent;
 - The alternative representative shall be the Deputy Director or Head of the Disaster Health Management Department of the Ministry of Health, or their equivalent.
- d. The second appointed representatives from AMS shall have the following backgrounds:
 - The primary and alternative representatives shall be officers who have experiences on building/strengthening the capacity on Disaster Health Management of the country.
- e. The RCC-DHM Members shall:
 - Attend official meetings of RCC-DHM, including relevant events and activities organized by the Committee.
 - Contribute to the development and implementation of programmes and plans to fulfill the mandate and functions of the RCC-DHM.
 - Facilitate and coordinate at the national level, the implementation and follow up of decisions and agreements of the RCC-DHM.

1.2. Chairperson.

- a. The Chairperson of RCC-DHM shall be appointed from among AMS primary representatives in accordance with the two-year chairpersonship rotation of the ASEAN Health Cluster 2.
- b. The Chairperson shall preside over all meetings of RCC-DHM and conduct the same in the traditional spirit of ASEAN solidarity and cordiality.
- c. The Chairperson shall ensure that the mandate and functions, as well as programmes of the RCC-DHM, are executed, resourced and regularly reviewed.

- d. The Chairperson shall report annually to the ASEAN Health Cluster 2, through the ASEAN Secretariat.
- e. The Chairperson shall represent the RCC-DHM in meetings or events of bodies of the ASEAN Health Sector, and relevant bodies of ASEAN non-health sectors.

1.3. Coordinating Secretariat.

- a. The RCC-DHM shall be assisted by a lean Coordinating Secretariat which will be responsible to coordinate the work of RCC-DHM, and support and report to the Chairperson.
- b. The Coordinating Secretariat shall also coordinate with the ASEAN Secretariat, as well as relevant partners, committees and networks. It will also coordinate with and support the host countries of official and endorsed activities of the RCC-DHM.
- c. Thailand offers to support and host the Coordinating Secretariat of the RCC-DHM.

2. COMMITTEE MEETINGS

- 2.1. The RCC-DHM shall conduct official meetings at least once a year. The official meetings shall be conducted either in person or remotely through video/tele-conference.
- 2.2. The hosting of the official in person (face-to-face) meetings of the RCC-DHM shall be held together with the annual meetings of ASEAN Health Cluster 2.

3. PRINCIPLES

The RCC-DHM shall adhere to the principles of ASEAN including the respect over sovereignty of all AMS.

4. MANDATE AND FUNCTIONS

The RCC-DHM shall facilitate the regional collaboration and coordination among AMS and ASEAN Sectoral Bodies, and work in partnership with relevant agencies, to support the strengthening of Disaster Health Management in the ASEAN region. Contribution under this TOR is flexible and on voluntary basis. The mandates and functions of the RCC can be clarified as follows:

- 4.1. Facilitate the development of regional collaboration on disaster health management by sharing, discussing and monitoring progress of the regional collaboration on Disaster Health Management.
- 4.2. Collaborate with relevant ASEAN Sectoral bodies both in health and non-health sector and other international organization.
- 4.3. Develop Standard Operating Procedures (SOPs) and other collaboration tools.
- 4.4. Facilitate and provide policy guidance in development of regional collaboration drills on disaster health management in AMS.
- 4.5. Facilitates and supports the academic activities related to disaster health management
- 4.6. Facilitate the establishment of a regional disaster health training center.

5. DECISION-MAKING

Decision-Making in the RCC-DHM shall be based on consultation and consensus.

6. BUDGET AND FUNDING

Budget and funding are hereby allocated for the implementation of the roles and responsibilities of the RCC-DHM. Financing of the RCC-DHM is clarified as the following:

6.1. In the conduct of official meetings, members shall be responsible for their accommodation, travel expenses and allowances, while the host country shall provide the meeting venue, and facilitate administrative and logistics arrangements.

6.2. AMS shall share the expenses in the conduct of disaster drills and other activities of the RCC-DHM, based on the agreement made in each case.

6.3. Additional funding and resources may also be obtained from external funding sources; including international and regional partners/organizations, and other institutions as deemed appropriate to support the RCC-DHM.

7. REPORTING MECHANISM

The Chair of RCC-DHM will submit progress reports to the Chair of ASEAN Health Cluster 2, through the ASEAN Secretariat.

8. AMENDMENT

The TOR may be amended subject to the consensus by the RCC-DHM, and approval from SOMHD through ASEAN Health Cluster 2.