

Minutes of the Project Steering Committee Meeting for the Joint Programme to “Strengthening National and Local Disaster Risk Management Capacity, Resilience and Enhancing Preparedness and Early Warning System in Rwanda” 2018-2023

Venue: MINEMA Operations room

Date: 29/01/2019

Time: 14:30 PM-16:00 PM

Agenda:

1. Preliminaries
2. Brief overview of the new project
3. Presentation of 2019 annual work plan
4. Deliberations

In Attendance:

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|---------------------------|---|
| 1. Kayumba Olivier | Permanent Secretary (PS-MINEMA)/Chair |
| 2. Sinemani Roselyn | Deputy Country Director (DCD-UNDP)/Co-Chair |
| 3. Ingabire Veneranda | SPIU Coordinator (MINEMA) |
| 4. Nyiratuza Madeline | Programme Specialist (UNDP) |
| 5. Kubana Richard | Corporate Services DM (Nyabihu District) |
| 6. Munyarugero Jean | Program Manager (METEO Rwanda) |
| 7. Mugunga Mathieu | Ag-Division Manager (METEO Rwanda) |
| 8. Yoon Hyesu | Programme Analyst (UNDP) |
| 9. Schmidts Nicolas | Program Analyst (UNDP) |
| 10. Bizimana Tite | Disaster Program specialist (MINEMA) |
| 11. Munyampundu Janvier | Communication Specialist (MINEMA) |
| 12. Thakaso Mosa Michelle | Disaster Technical Advisor (MINEMA) |

Proceedings:

Opening remarks

1. The PS greeted attendees and asked everybody to introduce themselves before presentations. After the introductions he gave welcome remarks by thanking attendees for their participation in the first steering committee meeting of 2019. He further expressed his gratitude for UNDP's great leadership, efforts in resource mobilization and guidance in project implementation that sustains previous and attains new achievements. He indicated that the project proposal is replacing the DRG4 Joint Programme on disaster risk management that Consisted of a set of interventions and activities from different UN Agencies consolidated to harmonize and streamline all efforts, initiatives and projects under a common results framework guided by the



One UN Rwanda's principle of Delivering as One. He emphasized that The new project will complement the efforts of the previous programme. He reiterated his appreciation for the partnership and great work between UNDP, METEO RWANDA and MINEMA. The PS wished everybody a fruitful discussion and declared the meeting officially open.

2. DCD offered greetings to all participants and expressed her gratitude for a successful partnership with MINEMA over the last decade - Since 2010. She stated that UNDP has been supporting the Government of Rwanda in Disaster Risk Reduction and Disaster Management and said the partnership has been a good one. The DCD also extend a warm welcome to METEO as a new implementing partner. She highlighted that a new project is aligned with priority areas of the Sendai Framework for Disaster Risk Reduction, the new National Strategy for Transformation the new UNDAP (2018-2023) as well as the new UNDP CPD (2018-2023).

Brief overview of the new project

3. MINEMA SPIU Coordinator gave a presentation on project overview ("Strengthening National and Local Disaster Risk Management Capacity, Resilience and Enhancing Preparedness and Early Warning System in Rwanda" 2018-2023 (attached herewith). The presentation was centered on these 6 topics,
 - Priority areas aligned with Sendai Framework for Action 2015-2030
 - Programme outcomes
 - Four outputs of the project
 - Activities per output
 - Project challenges
 - Strategies
4. She gave a background into the project, UNDP has been supporting the Ministry since 2010 on different projects:
 - 2012-2013: Project Initial plan" National Capacity Building for DDR"
 - 2013-2018: UNDP Project "Building National and Local Capacities for DRM"
 - 2014-2018: One UN DRG4 Joint Programme "Support to the Ministry to address disaster management issues"
 - July 2018 -2023: Current project

The project will have a duration of five years with a total budget of Rwf 2,322,957,000, it will have three implementing partners (UNDP, MINEMA, METEO). The project has annual budget for 2019 amounting Rwf 693,937,600.

Presentation of 2019 annual work plan

5. The coordinator also gave a full presentation of the Annual Work Plan (attached herewith). She asserted that based on the results from the PDNA exercise the annual budget set will not be



able to support in addressing all disaster impacts in the country. She thanked everyone for their attention and handed over to the PS. The PS thanked the coordinator for an informative presentation and opened the floor for comments, questions and suggestions.

Deliberations

a) Open discussion

6. Nyabihu (Richard):

- He asked that as different areas are prone to different disasters, should there not be a way these can be mapped out? SPIU coordinator responded that Minema has a risk atlas accessible through the ministry's website, that identifies and prioritizes hazard prone areas nationwide.
- He also commented that while preparing the weather forecasts to consult traditional/indigenous knowledge to ensure high accuracy and the uptake by locals; he also was curious to know which are the methodology and materials to put in place that ensure the timely/real-time provision of early warnings. Meteo (Mathieu) explained that their institution has not yet engaged the communities but plan to do so in future plans and help enhance coping capacity in communities. On real-time weather warnings, Meteo Rwanda is planning to install live weather information display screens at 70 sites, Districts Offices are among the sites, and local officials will be trained to use the online portal called the Maproom of Meteo Rwanda. SPIU coordinator added on by stating that the unit of DRR and preparedness at Minema already has an ongoing activity to identify traditional knowledge in communities. The PS suggested Minema and Meteo to compare the results of these activities to get a compulsive outcome.

7. METEO (Mathieu):

- He wanted to know how and which weather information Minema operations room can be used from Meteo. The PS and Coordinator both explained that the room has to be equipped with proper equipment and be used to communicate from and to grassroots levels, whether it be video call conferences or monitoring events live.
- He asked if procurement could be done by UNDP on behalf of Meteo and the DCD explained that if there is such a request it should be communicated and not left until last minute.

8. UNDP (Roselyn):

- The Deputy Country Director stated that the risk atlas should be updated and that she would be interested in seeing what the results will be.
- She wanted to know how training of local communities will be included in planned project activities. The Coordinator stated that the activity will be carried out through SEDIMACS and DEDIMACS which will help capacitate communities with knowledge and skills.
- The DCD indicated the importance of making a donor map that can be used for resource mobilization. The coordinator thanked UNDP for assisting with the PDNA exercise which helped reveal the actual cost needed for recovery and that it can be a good idea to use the PDNA report to mobilize funds. Nicolas (UNDP) mentioned that the Embassy of Japan has expressed interest in supporting in EWS just not this year.

b) Recommendations and way forward

9. Richard emphasized that it is important to include local community in all initiatives of the project
10. PS asserted that the operations room needs access to all this information and that this can only be possible through installation of proper equipment and updated maps
11. Madeline (UNDP): suggested that the app that helps with disseminating early warning information to cell phones be improved
12. PS stated that weather forecast is just that estimation which may not necessarily be 100% accurate. He recommended that the weather information should contain thresholds and probability of chances of events to happen. Also people have to be made aware of this fact in order to manage expectations.
13. Inclusion of indigenous knowledge in EWS has to be prioritized (PS)
14. Mobilization of funds should be made a priority (DCD)
15. DCD pointed out the Project Steering committee meeting will be held twice a year and technical meetings quarterly
16. Meteo Rwanda with UNDP to pay for a driver of the vehicle for the weather Radar operations
17. The PDNA validation workshop will be held as soon as possible, date to be communicated
18. After deliberations the Annual Work Plan was approved by all partners

c) Closing remarks

The PS stated that the quarter work plan be prepared and also decide on the date for the second and last high level steering committee meeting. He pointed out that quarterly meetings between technical teams will continue as usual. The project outline was agreed upon by all partners. The PS once again thanked everyone for attending and participating in the meeting, he adjourned the meeting and wished everybody a lovely evening.

Prepared by:

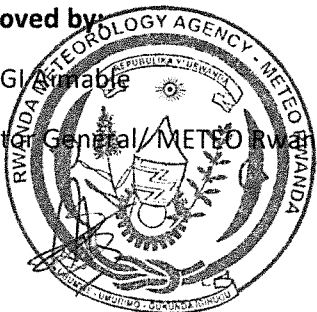
THAKASO Mosa Michelle
Disaster Technical Advisor
M. Thakaso

Approved by:

KAYUMBA Olivier (Chairperson)
Permanent Secretary/ MINEMA

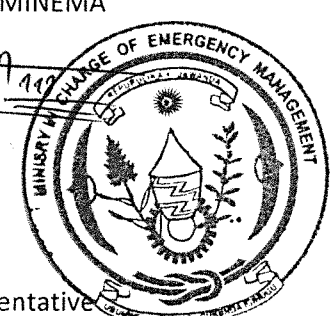
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