

Terms of Reference

South-East Asia Red Cross Red Crescent Leaders and Other Related Meetings

Bali, 1 - 7 September 2024

Background

The Southeast Asia Red Cross Red Crescent Leaders Meeting serves as a forum for leaders of the Red Cross and Red Crescent (RCRC) and their Partners in Southeast Asia (SEA), alongside representatives from the International Federation of Red Cross and Red Crescent Societies (IFRC) and the International Committee of the Red Cross (ICRC). Together, they convene to address and make decisions on pertinent issues affecting the Movement within the region. The SEA RC Leaders Meeting, as an annual platform was initiated by the Thailand Red Cross Society, which hosted the 1st South-East Asia Red Cross Red Crescent Leaders Meeting in Bangkok in 2003. Afterward, the National Societies took turns to host the Meeting one after another.

In September 2023, the Cambodian Red Cross Society (CRCS) chaired and hosted the 20th Southeast Asia Red Cross Red Crescent Leaders Meeting and adopted the Phnom Penh Statement. The Secretary General of ASEAN was present at the Meeting.

Prior to the Meeting, the CRCS also hosted the 2nd SEA Youth Forum which adopted the Youth Phnom Penh statement. The 1st Youth Forum was organized in Bandar Seri Begawan, Brunei Darussalam in 2022.

As mandated by the Leaders in the 20th meeting, the Indonesian Red Cross (PMI) will assume chairmanship and host the 21st SEA Leaders Meeting in 2024. While, as designated by the 2nd Youth Forum, the PMI will also organize the 3rd Youth Forum.

To follow up on the directives from and the discussion with the ASEAN Secretary-General regarding the implementation of the MoU between ASEAN and IFRC on 25 May 2022, it deems necessary to convene Regional Dialogue among relevant stakeholders, including the ASEAN Committee of Permanent Representatives.

As decided in the 1st SEA First Aid Network Meeting in Brunei Darussalam in 2023, the PMI is also mandated to organize the 2nd SEAFAN in Indonesia in 2024.

Against this background, the PMI plans to convene the 21st SEA Leaders and other related Meetings back-to-back in Bali, from 1 – 7 September 2024. Considering the issues of climate change and recovery from the global pandemic increasingly become the global, regional, and national concern, it is proposed that the 21st SEA Leaders Meeting carry the theme "Stronger Together for Climate Resilience and Recovery".

In this regard, the IFRC Jakarta Country Cluster Delegation will support PMI in organizing of the Meetings and will act as secretariat whereas the ICRC from Operation Department Asia Pacific and Regional Delegation will be invited as movement partner.

Purpose

- To deliberate on policies and issues pertaining to the work of the National Societies of the region, as member of IFRC, and to reach consensus on suitable measures and subsequent steps for implementation. To take into consideration work done by ICRC.
- To take stock of the progress of the strategic directions of the Red Cross and Red Crescent Movement to develop and implement key actions through cooperation and networking among the National Societies, the IFRC secretariat, the ICRC, and ASEAN Secretariat / AHA Center.
- To ensure that the sub-regional National Society networks and forums are accountable towards the RCRC SEA Leader's Meeting.
- To update the Movement Partners on regional and global commitments.

Event and Expected Outcome

	SEA Youth Forum	SEA First Aid Network	ASEAN Dialogue	SEA Leaders
Date	2 – 4 September 2024	3 – 4 September 2024	4 September 2024	5 – 6 September 2024
Meeting	3 rd Meeting	2 nd Meeting	1 st Meeting	21 st Meeting
Outcome	<ul style="list-style-type: none"> • Integration of youth into policy and strategic levels • Youth in climate action 	To be decided with consultation Global First Aid Reference Center (GFARC) IFRC	To be decided upon discussions with ASEAN Secretariat	Stronger collaboration for Climate Resilience and Recovery
Objectives	<ul style="list-style-type: none"> • Evaluate on Phnom Penh statement • Review SEA NS Youth policy and strategy • Greening culture 	Continuing commitment of strengthening first aid capacity in the region on: <ul style="list-style-type: none"> • Knowledge sharing & best practices • Capacity building & training • Advocacy & policy • Research & development. • Digitalization & innovation 	Review the progress on MoU ASEAN and IFRC with NSs in SEA Region on Partnership <ul style="list-style-type: none"> • Provide medium dialogue of IFRC, NSs of SEA Region, ASEAN Secretariat, AHA Centre and ASEAN Member States • Provide medium learning and knowledge sharing and analysis of needs, trends or forecasts for disaster preparedness. 	<ul style="list-style-type: none"> • Take stock the progress of the strategic directions of the Red Cross and Red Crescent Movement • Ensure the sub-regional National Society networks and forums are accountable. • Provide updates on Movement, Regional and Global commitments.

Agenda and Participants

Date	Programs	Participants
September 2 – 4, 2024 Check in: 1 Sept 2024 Check out: 6 Sept 2024	The 3 rd Southeast Asia Youth Forum	<ul style="list-style-type: none"> <input type="checkbox"/> 1 SEAYN Youth Leader <input type="checkbox"/> 1 Youth Volunteer from NS with climate activities experience <input type="checkbox"/> 1 staff in charge for Youth
September 3 – 4, 2024 (HYBRID) Check in: 2 Sept 2024 Check out: 5 Sept 2024	The 2 nd Southeast Asia First Aid Network	<ul style="list-style-type: none"> <input type="checkbox"/> 1 First Aid practitioner <input type="checkbox"/> 1 First Aid program manager, or <input type="checkbox"/> Other key stakeholder selected as First Aid focal point
September 4, 2024 Check in: 3 Sept 2024 Check out: 7 Sept 2024	Regional Dialogue with ASEAN	<ul style="list-style-type: none"> <input type="checkbox"/> NS President <input type="checkbox"/> NS Secretary General <input type="checkbox"/> Leadership of ASEAN Secretariat <input type="checkbox"/> Ambassadors/ Country Permanent Representatives to ASEAN
September 5 – 6, 2024 Check in: 3 Sept 2024 Check out: 7 Sept 2024	The 21 st Southeast Asia Leaders Meeting	<ul style="list-style-type: none"> <input type="checkbox"/> NS President <input type="checkbox"/> NS Secretary General <input type="checkbox"/> NS Youth representatives or SEA Youth Network focal points (Note: participants from the 3rd SEA Youth Forum) <input type="checkbox"/> IFRC Jakarta Country Cluster Delegation <input type="checkbox"/> IFRC Bangkok Country Cluster Delegation <input type="checkbox"/> IFRC Asia Pacific Regional Office <input type="checkbox"/> ICRC Jakarta Regional Office

For the 21st SEA Leaders Meeting, a provisional agenda will be developed with inputs from the SEA RCRC leaders, IFRC Secretariat in Jakarta and Bangkok, ICRC Jakarta Delegation not later than 30 days before the meeting.

Venue

The Meetings will be held in **Bali Bintang Resort** - Kuta, Bali, Indonesia.

Working language

The working language of the Meetings will be English.

Tasks and Responsibilities - The 21st RCRC SEA Leaders Meeting Host National Society

The SEA Leaders Meeting will be led by the host National Society. The host NS will oversee invitations, documentation, logistics, and communication with other SEA RCRC leaders. The Host National Society will be assisted by the IFRC Secretariat (Jakarta Country Cluster Delegation for Indonesia, Timor Leste and Brunei Darussalam and Bangkok Country Cluster Delegation for Thailand, Laos, Cambodia and Vietnam).

The host will be responsible for the in-country costs for two participants from each SEA National Society for the events of SEA Youth Forum, SEA First Aid Network, SEA Leaders Meeting (e.g. accommodation, meals, in-land transportation). The IFRC and the ICRC may be requested to help to cover part of such costs if the National Society is facing difficulties.

Invited Southeast Asian National Societies

All participants will bear the travel costs and the per diem to attend the meeting. The IFRC and the ICRC may be requested to help to cover such costs, should the National Society face financial difficulties.

Steering Committee

A Steering Committee (TROIKA composed of previous chair, current chair of the meeting, and the next chair) will monitor, follow up, progress review and implementation. The Chair of the Meeting will hand over his/her role and responsibilities to the new Chair at the end of the annual South-East Asia Leaders' Meeting.

Reporting and Communication

- Technical networks/forums (organizational development, regional disaster management committee, health and care, and youth) will submit short written reports on their work to the meeting and representatives may be invited to give oral presentations.
- Minutes of the meeting will be under the responsibility of the host NS, with the support of the Secretariat of the Meeting (IFRC Jakarta Country Cluster Delegation).
- The outcome statement, signed by all the National Society members, will be circulated to all members of the meeting by the host society or the IFRC Secretariat and be posted on the meeting platform www.rcrc-resilience-southeastasia.org

Revision of Terms of Reference

A review of the Terms of Reference is suggested every year. Amendments to the Terms of Reference must be agreed by National Society members.
