



**INSARAG**  
**Team Leader & Working Groups' Meeting**  
**2025**  
**Tunis, Tunisia**



# Team Leader's Meeting

**AGENDA – DAY 1: Wednesday, 12 February 2025**

*Day 1 –*

*Moderated by Belit Tasdemir, Guidelines Review Working Group*

<b>Time</b>	<b>Session</b>
8:00-9:00	<b>Registration</b> <i>Registration of Participants</i>
9:00-9:30	<b>Session 1: Opening Remarks</b> <i>Welcome and opening remarks from the host and INSARAG Secretariat</i>  Speakers: <ul style="list-style-type: none"><li>• Office National de la Protection Civile Tunisienne</li><li>• INSARAG Global Lead a.i., Martijn Viersma</li></ul>
9:30-10:00	<b>Session 2: Overview of the 2025 Team Leaders Meeting Agenda</b> <i>Recalling the objectives of the meeting, overview of the Meeting Agenda and Group Photo</i>
10:00-10:30	<i>Tea &amp; Coffee Break</i>
10:30-11:15	<b>Session 3: INSARAG Global Updates and Key Developments</b> <i>Strategic Network Updates: 2024 Annual Overview, New Year's Call, ISG 2025, IEC/R update, IRNAP update, Community First Responders Update, UN Heroes Award, Overview of 2025 and beyond.</i>  Speaker: <ul style="list-style-type: none"><li>• Lucien Jaggi, INSARAG Secretariat</li></ul>
11:15-11:45	<b>Session 4: Governance Review – Policy Recommendations, Annex I</b>



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	<p><i>Overview of the Governance Review, consolidated presentation of the three regional positions from Annex I, and next steps.</i></p> <p>Speakers:</p> <ul style="list-style-type: none"><li>• Belit Tasdemir and Patricio Fuentes, Guidelines Review Working Group</li></ul>
11:45-12:30	<p><b>Session 5a: Governance Review – Technical Recommendations, Annex II</b></p> <p><u>Break Out Session – Consultations (6 groups with 20 min rotations)</u></p> <p><i>The implementation of the technical recommendations have been assigned to WG. This session will allow WG to present their positions and seek feedback from the audience.</i></p> <p>Speakers:</p> <ul style="list-style-type: none"><li>• Belit Tasdemir and Patricio Fuentes, Guidelines Review Working Group</li></ul> <p>Group presentation and facilitation by WG members:</p> <ul style="list-style-type: none"><li>• Training Working Group</li><li>• Guidelines Review Group</li><li>• Information Management Working Group</li><li>• IEC/R Quality Assurance Working Group</li><li>• National Capacity Building Working Group</li><li>• Search and Rescue in Flood Response Working Group</li></ul> <p><b>Timing</b> <b>Introduction: 11:45-11:50</b> <b>Rotation 1: 11:50-12:10</b> <b>Rotation 2: 12:10-12:30</b></p>
12:30-14:00	<p><i>Lunch Break</i></p>
14:00-15:20	<p><b>Session 5b Governance Review - Technical Recommendations, Annex II</b></p> <p><u>Break Out Session – Consultations (6 groups with 20 min rotations)</u></p> <p><i>The implementation of the technical recommendations have been assigned to WG. This session will allow WG to present their positions and seek feedback from the audience.</i></p> <p>Group presentation and facilitation by WG members:</p> <ul style="list-style-type: none"><li>• Training Working Group</li></ul>



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	<ul style="list-style-type: none"><li>• Guidelines Review Group</li><li>• Information Management Working Group</li><li>• IEC/R Quality Assurance Working Group</li><li>• National Capacity Building Working Group</li><li>• Search and Rescue in Flood Response Working Group</li></ul> <p><b>Timing</b> <b>Rotation 3: 14:00-14:20</b> <b>Rotation 4: 14:20-14:40</b> <b>Rotation 5: 14:40-15:00</b> <b>Rotation 6: 15:00-15:20</b></p>
15:20-15:50	<i>Tea &amp; Coffee Break</i>
15:50-16:20	<b>Session 5c: Governance Review - Technical Recommendations, Annex II</b>  <u>Break Out Session - Summary</u> <i>Overview of recommendations, conclusions and next steps presented by break out Groups' rapporteurs</i>  Speakers: <ul style="list-style-type: none"><li>• Group rapporteurs</li></ul>
16:20-16:50	<b>Session 6: Key Findings of 2024 Regional Meetings and Chairman's Summaries</b>  <i>Session to review the key findings, pressing issues, and action points of the 2024 Regional Meetings.</i>  Speaker: Martijn Viersma, INSARAG Secretariat
16:50-17:25	<b>Session 7: Strengthening Emergency Response in Tunisia: Innovations and Strategies</b>  <i>Presentation by the Office National de la Protection Civile of Tunisia, reflecting on recent advancements in Tunisia's emergency response. The session aims to give insights into Tunisia's commitment to resilience and enhanced coordination with international partners.</i>



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17:30	<i>Transfer to hotel</i>
19:00	<i>Pick-up from hotel to official dinner</i>
22:00-23:00	<i>Return to hotel</i>

**AGENDA – DAY 2: Thursday, 13 February 2025**

Day 2 –

*Moderated by Clement Herbert Kalonga, INSARAG Secretariat*

<b>Time</b>	<b>Session</b>
8:00-9:00	<i>Transfer to the venue</i>
9:00-9:45	<p><i>Day two allows all Working Group to present their workplan, activities, challenges and seek feedback from the Team Leaders.</i></p> <p><i>The following topics will be presented on:</i></p> <ul style="list-style-type: none"><li>• <i>Overview on key activities</i></li><li>• <i>Update on implementation of Türkiye AAR</i></li><li>• <i>Needs and Challenges</i></li><li>• <i>Q&amp;A</i></li></ul> <p><i>Note: below sessions will be presented in plenary sessions or break out – This to be confirmed.</i></p> <p><b>Session 8: Guideline Review Group</b></p> <p>GRG Co-Chairs: John Cawcutt and Martin Evers</p>
9:45-10:30	<p><b>Session 9: Training Working Group</b></p> <p>TWG Chair: Dewey Perks</p>
10:30-11:15	<p><b>Session 10a: Information Management Working Group</b></p> <p>IMWG Co-Chairs: Peter Wolff &amp; Jeff Maunder</p>
11:15-11:45	<i>Tea &amp; Coffee Break</i>



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11:45-12:30	<b>Session 10b: ICMS 3.0 Workshop Session</b> <i>ICMS Workshop Session and Q&amp;A.</i> IMWG Co-Chairs: Peter Wolff & Jeff Maunder
12:30-14:00	<i>Lunch Break</i>
14:00-14:45	<b>Session 11: National Capacity Building Working Group</b> NCB WG Co-Chairs: Wahyudi L. Putra & Sebastian Mocarquer
14:45-15:15	<i>Tea &amp; Coffee Break</i>
15:15-16:00	<b>Session 12: Quality Assurance IEC/R Working Group</b> Quality Assurance IEC/R WG Co-Chairs: Annika Coll & David Sochor
16:00-16:45	<b>Session 13: Search and Rescue in Flood Response Working Group</b> Search and Rescue Flood Response WG Co-Chairs: Russ Gauden, Jeremy Stubbs, Jose Solla
16:45-17:30	<b>Session 14: Medical Working Group</b> MWG Representative: Trevor Glass
17:30	<i>Optional cultural activity or return to hotel</i>

**AGENDA – DAY 3: Friday, 14 February 2025**

*Day 3 –*

*Moderated by Belit Tasdemir, Guidelines Review Working Group*

9:00-11:00	<b>Session 15: Concerns and Priorities for the INSARAG Secretariat</b>
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	<p><i>After a brief introduction by Lucien Jaggi, INSARAG Secretariat there will be breakout sessions.</i></p> <p><i>Team Leaders concerns and priorities for the INSARAG Network. Through this session, TL have the opportunity to share their views on the following three topics. Participants are separated into 5 groups who speak about the following topics:</i></p> <ul style="list-style-type: none"><li>- <i>Preparedness and Training</i></li><li>- <i>Response Tools and System</i></li><li>- <i>Priorities for the new INSARAG Global Lead</i></li></ul> <p>Speakers:</p> <ul style="list-style-type: none"><li>• Lucien Jaggi, INSARAG Secretariat</li><li>• 5x Facilitators, 5x Notetakers</li></ul>
11:00-11:30	<i>Tea &amp; Coffee Break</i>
11:30-12:30	<p><b>Session 16: Closing Session</b></p> <p><b>Summary of 'Concerns and Priorities' Sessions, Announcement of Events, Survey, and Closing Remarks</b></p> <p>Speakers:</p> <ul style="list-style-type: none"><li>• Session 15 Facilitators</li><li>• Tunisian Representative</li><li>• Clement Herbert Kalonga, INSARAG Secretariat</li></ul>
12:30-14:00	<i>Lunch Break</i>
14:00	<i>Return to Hotel</i>