

**WHO South-East Asia Regional and Country Offices
Emergency Readiness Training III**

10-12 April 2018, The Taj Mahal Hotel, New Delhi, India

PROVISIONAL AGENDA

- 1. Registration**
- 2. Introductory Session**
 - a. Opening Remarks
 - b. Meeting objectives and expected outcomes
 - c. Introduction of participants
 - d. Administrative announcements
- 3. Highlights of Readiness Training I & II and review of operational readiness**
- 4. Session I: SOPs for emergency**
 - a. Competencies Framework
 - b. Activation of SOPs
 - c. Overview of SOPs
- 5. Session II: Delegation of Authority (DOA)**
 - a. DOA application
 - b. Operationalization of DOA in GSM
- 6. Session III: Operations Support & Logistics (OSL)**
 - a. Supply Chain Management
 - b. Health Logistics
- 7. Session IV: Procurement**
 - a. SOPs for Procurement in Emergencies
 - b. Guidance on Procurement Procedures

8. Session V: Finance budget/ grants management

- a. Country-level Finance, including imprest IPOs
- b. OCR budget space
- c. Work plan structure

9. Session VI: Human Resource

- a. Roster Management System
- b. Selection Guidelines and Waivers
- c. Fast Track Selections
- d. Definition of HR Requirements
- e. Medical Evacuation and Security
- f. Deployment Procedures
- g. Scope of in-country Support

10. Session VII: Resource Mobilization

- a. Logical Framework
- b. SOPs for Grant Management
- c. Status of GM Network activities and priorities
- d. Resource Mobilization for Emergencies
- e. How to request CFE

11. Simulation Exercise

12. Closing