



**THE SOUTH EAST EUROPEAN COOPERATION PROCESS
MINISTERIAL AND EXPERTAL MEETING ON DISASTER AND
EMERGENCY MANAGEMENT**
Bel Conti Hotel, Antalya, TURKEY
12-13 May 2010



ADMINISTRATIVE DETAILS

VENUE AND ACCOMMODATION

The “Ministerial and Experts Meeting on Disaster and Emergency Management of the South-East European Cooperation Process (SEECP)” will be held in Antalya, Turkey on 12-13 May 2010. The meetings will be held at the Bel Conti Hotel. Rooms for participants will also be booked in the same hotel.

Experts are expected to arrive in Antalya on Tuesday, 11 May 2010. A welcome reception for all experts will be held the same day at 7 pm in the hotel.

Ministers are expected to arrive in Antalya on Wednesday, 12 May 2010. An official lunch for all participants will be held on Thursday, 13 May 2010.

If requested, two offices will be available for bilateral meetings of Ministers.

TRAVEL

Arrival point in Antalya by air is Antalya Airport.

The Turkish Government will arrange all transfers from and to the airport on arrival and departure.

FINANCIAL ARRANGEMENTS

As the host nation, the Turkish Government will cover board and lodging expenses at the Bel Conti Hotel of Ministers and two experts from each member state and that of one representative from international organizations.

Travel expenses will have to be borne by the participants.

VISA ARRANGEMENTS

Participants are requested to make their own arrangements with regard to valid travel documents such as passports and visas.

If requested, the Prime Ministry Disaster and Emergency Management Presidency will provide an official letter of invitation to facilitate visas and ease of travel to Turkey.

LANGUAGE

The language of the Meeting will be English.

POINTS OF CONTACT

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-ANNEX-

REVISED PROGRAMME

11 May 2010 – Tuesday

	Arrival of experts in Antalya
19.00	Welcome reception












12 May 2010 – Wednesday - EXPERTS MEETING ON DISASTER AND EMERGENCY MANAGEMENT

	Arrival of Ministers in Antalya
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Time	Activity	Participants
09:00-09:30	Plenary: <ul style="list-style-type: none">Opening RemarksIntroduction of participantsReview Agenda and Administrative Remarks	Mr. Mehmet ERSOY, <i>Director, Prime Ministry Disaster & Emergency Management Presidency of the Republic of Turkey (PMDEMP)</i> Mrs. İrep GÜREL, <i>Coordinator of Foreign Relations Department, PMDEMP</i> Mrs. İrep GÜREL, <i>Coordinator of Foreign Relations Department, PMDEMP</i>
09:30-10:15	Plenary Presentations by the host nation <ul style="list-style-type: none">Disaster and Emergency Management System of TurkeyEarthquake risk and risk reductionDisaster risk reductionResponseRecovery	<i>Foreign Relations Department (PMDEMP)</i> <i>Earthquake Department, (PMDEMP)</i> <i>Planning and Risk Reduction Department, (PMDEMP)</i> <i>Response Department, (PMDEMP)</i> <i>Recovery Department, (PMDEMP)</i>
10:15-10:30	Photo Session & Coffee Break	
10:30-12:30	Working Group Session I <ul style="list-style-type: none">Disaster Risk ReductionResponse	Mrs. Nehir VAROL, <i>Moderator</i> Mr. Rifat AYDIN, <i>Moderator</i>
12:30-13:30	Lunch	
13.30-15:30	Working Group Session II <ul style="list-style-type: none">Disaster Risk Reduction	Mr. Kerem KUTERDEM, <i>Moderator</i>

	<ul style="list-style-type: none"> • Response <p>Preparation of Final Declaration</p>	Miss Emel DEMİROK, <i>Moderator</i>
15:30-15:45	Coffee Break	
15:45-17:30	<p>USAR Exercise Planning Session</p> <ul style="list-style-type: none"> • NATO-SEEGROUP USAR Exercise 	Mr. Mehmet ERSOY (<i>Director of PMDEMP</i>) Mr. Guenter BRETSCHNEIDER (<i>Head of NATO-EADRCC</i>)

13 May 2010 – Thursday - MINISTERIAL MEETING ON DISASTER AND EMERGENCY MANAGEMENT

09:00-11:00	<p>Plenary</p> <p>Opening Speech by the Minister</p> <p>Speeches by the Ministers</p>	          
11:00-11:15	Photo Session & Coffee Break	
11:15-12:15	Speeches by the representatives of International Organizations	UN-ISDR UN-OCHA DPPI NATO-EADRCC
12:15-12:30	Adoption of the Ministerial Declaration	
12:30-13:00	Closing of SEECP Ministerial and Experts Meeting on Disaster and Emergency Management	H.E Mr. Cemil ÇİÇEK, <i>Deputy Prime Minister and Minister of State of the Republic of Turkey</i>

13:00	Official Lunch	