



Integrated Research on Disaster Risk National Committee or Regional Committee (IRDR NC or RC)

TERMS OF REFERENCE (TOR)

1. Background

Co-sponsored by the International Council for Science (ICSU), International Social Science Council (ISSC), and United Nations International Strategy for Disaster Reduction (UNISDR), a ten-year Integrated Research on Disaster Risk Programme (hereafter referred to as IRDR) was launched to address the major challenges of natural and human-induced environmental hazards. It aims to adopt an international, transdisciplinary and cross-hazard approach to conduct disaster risk reduction (DRR) research, and to reduce the impacts as well as losses induced by natural disasters.

The IRDR Programme is directed by the Science Committee of the IRDR (IRDR SC). The International Programme Office (IPO) was also established to support the work of the Science Committee and to help promote and disseminate its scientific results to target audience at various levels. Other initiatives, such as IRDR International Centres of Excellence (ICoE), IRDR National Committee (NC) and Regional Committee (RC) will also be developed to promote the visions and legacies of IRDR at different levels but under the same framework of international efforts in disaster risk reduction.

2. Objectives of IRDR NC or RC

The establishment of National or Regional Committees for IRDR has several objectives. **Firstly**, IRDR NC or RC is encouraged as a mechanism to mainstream integrated research on disaster risk into national and regional disaster reduction efforts on an institutionalized basis, and to enhance the coordination and cooperation among multi-stakeholders for the sustainability of DRR research, and to building up national or regional disaster risk reduction capacity. **Secondly**, IRDR NC or RC is to serve as focal point to promote IRDR-related research initiatives of host countries, and to enhance the links between national and international disaster risk research programmes and activities. **Thirdly**, IRDR NC or RC is to couple with IRDR SC, IPO and ICoE in the pursuit of IRDR objectives, the identification of research priority, the development of research plan, implementation of programme and other activities to achieve the 10-year term IRDR goals.

3. Selection Criterion and Process

National Committee or Regional Committee of IRDR should build on any existing systems relevant to DRR research and practice, which could be governmental disaster management agencies, scientific and academic institutions, NGOs, the private sector, and other sectors closely related to the IRDR purpose. The Organization or Academy leading the National Committee and Regional Committee should be a permanent structure that is in a sufficiently high position to, or is capable of developing certain sound coordination mechanism, to effectively coordinate the participation of all relevant partners involved in DRR research and practice. The Organization or Academy should have capacity for strong leadership and capacity to coordinate other sectors within country or in region, to leverage political commitment and to mobilize resources in cash and in kind, in knowledge, technology and personnel for IRDR.

Each National Committee or Regional Committee will be designated on the basis of the following criteria:

- A good track record in, or commitment to, scientific research on transdisciplinary research combining social science, natural science, engineering as well as policy, etc.;
- Provision of unhindered access to researchers from participating countries and international visitors in region;
- Proven multi-national experience in research excellence related to disaster risk reduction;
- Internal capabilities to manage multi-national research teams;
- Commitments to provide appropriate funding for the national and international components consistent with IRDR objectives;
- Provision of fully equipped office space and supporting services;

Admission of National Committee and Regional Committee are followed these steps:

Stage 1: Call for Application

An open call for applications will be announced via IRDR website (www.irdrinternational.org); it is also publicized in the occasions of formal events conducted by IRDR cosponsors and partners, such as annual meeting, summit conference, high-level meetings, as well as global and regional platform /network conference. IRDR IPO will identify a few occasions and events to make announcements on call for applications.

Stage 2: Submission of Application

Interested organizations, foundations, institutions, academies, universities, and other capable entities can submit an Expression of Interest (EOI) to the IRDR IPO directly via email: connect@irdrinternational.org;

These EOIs will be reviewed by IRDR Selection Advisory Committee. Successful EOIs will be invited to submit a Full Proposal for further review. The full proposal may incorporate the following parts:

- A description of the organization, including its basic organizational structure, key personnel, funding sources, scientific research capacity, linkage with national and international disaster risk research and reduction network.

- An overview of the professional activities for the past years, including past and ongoing programme with regard to disaster risk research.
- A plan of incorporating IRDR objectives into its own missions and its implementation.
- A vision to develop the IRDR NC and RC

- **Stage 3: Review and Evaluation of Application**

IRDR Selection Advisory Committee will review and assess applications in accordance with criteria. Proposals that are shortlisted will be asked for an interview.

- **Stage 4: Denial and Approval of Application**

Based on the interviews, the Selection Advisory Committee will make recommendation to the IRDR Science Committee. The IRDR Science Committee will make the final selection.

4. Designation and Composition

Each National or Regional Committee is expected to include, in its make-up, researchers from the natural, social, health and engineering sciences, along with policy makers and practitioners concerned with the reduction and management of disaster risks, and to maintain a close relationship with the National Committee for Disaster Risk Reduction where such a body (bodies) exist(s). Designed for the purposes of IRDR as a grouping of spatially contiguous countries which search to promote common and complementary advance in the disaster risk reduction research field, IRDR regional Committee could be proposed by leading authority, institution, academy of a country in certain region, or reputed, capable and international organization which is committed to IRDR.

5. Governance

Each IRDR National Committee will be governed in accordance with their respective national laws. IRDR Regional Committee will be governed in accordance with the laws of the countries involved or as defined in their individual organization documents. Both IRDR NC and RC will function individually, but maintain close interaction with IRDR IPO and IRDR ICoE.

6. Tasks and Activities

In support of the IRDR Science Plan and the IRDR Scientific Committee, IRDR National and Regional Committee will undertake the following activities:

- Foster and support participation in IRDR on the part of institutions and individual scientists.
- Serve as the national or regional focal point for IRDR.
- Foster networking and collaboration among domestic, regional and international disaster risk reduction science and technology activities.
- Improve science and technology knowledge and enhance the integration of science technology in disaster risk reduction planning, policies and programmes domestically, regionally and internationally.
- Support efforts to update and report on national and regional disaster risk reduction activities

aligned with the Hyogo Framework of Action's strategic priorities, with emphasis on the science and technology activities.

- Provide science and technology advice to policy-makers, taking into consideration national, regional disaster risk reduction initiatives.
- Assist in fundraising for IRDR activities and projects.

7. Reporting

The IRDR NC and RC will provide regular, quarterly reports to the IRDR SC and its supporting International Programme Office. At a minimum the National or Regional Committee will submit to the IRDR International Programme Office a Yearly Workplan and an Annual Summary Report.