



บันทึกข้อความ

ส่วนราชการ สำนักงานประชาสัมพันธ์ต่างประเทศ โทร. 0-2618-2323 ต่อ 1710-11

ที่ นร 0209.03/ ๑-๑๑๑

วันที่ ๑ ตุลาคม 2551

เรื่อง การฝึกอบรมและการรายงานข่าวการประชุมระดับรัฐมนตรีภูมิภาคเอเชียว่าด้วยการลดความเสี่ยงจากภัยพิบัติ ครั้งที่ 3

เรียน ผอ.สทท. และ ผอ.สปช. 1 - 8

ด้วย ABU และ United Nations secretariat of the International Strategy for Disaster Reduction (UN/ISDR) ได้เชิญ กปส. ส่งผู้สื่อข่าวโทรทัศน์จำนวน 1 คน เพื่อสมัครเข้าร่วมอบรมและรายงานข่าวการประชุมระดับรัฐมนตรีภูมิภาคเอเชียว่าด้วยการลดความเสี่ยงจากภัยพิบัติ ครั้งที่ 3 (3rd Asian Ministerial Conference on Disaster Risk Reduction) ซึ่งจัด ณ กรุงกัวลาลัมเปอร์ ประเทศมาเลเซีย ระหว่างวันที่ 2 - 4 ธันวาคม 2551

ผู้ที่ได้รับการคัดเลือกให้เข้าร่วมกิจกรรมจะได้รับค่าโดยสารเครื่องบินไป-กลับ ชั้นประหยัด ค่าที่พัก และเบี้ยเลี้ยงจำนวนไม่เกิน 5 วัน โดยจะต้องเข้าร่วมการฝึกอบรมระยะเวลา 3 วัน และจะต้องจัดทำรายงานข่าวสด (ระยะเวลา 1.5 นาที) เป็นภาษาไทย มีเนื้อหาเกี่ยวกับการประชุม โดยจะต้องรายงานข่าวดังกล่าวผ่านโทรศัพท์มือถือออกอากาศยังสถานีโทรทัศน์แห่งชาติ (สทท.NBT)

นอกจากนี้เมื่อเสร็จสิ้นการประชุมแล้ว ยังจะต้องจัดทำรายงานข่าวเชิงลึก (ระยะเวลา 2 - 3 นาที) อีก 1 ชิ้น ว่าด้วยการลดความเสี่ยงจากภัยพิบัติที่เกี่ยวข้องกับประเทศไทย หรือสถานการณ์ภัยพิบัติในประเทศไทย โดยรูปแบบของรายงานขาวดังกล่าวจะได้มีการตกลงกันระหว่างกลุ่มผู้สื่อข่าวที่เข้าร่วมกิจกรรม และ Executive Producer ที่ ABU แต่งตั้ง

ผู้เข้าร่วมกิจกรรมจะต้องเดินทางไปถึงกรุงกัวลาลัมเปอร์ภายในวันที่ 1 ธันวาคม 2551 และเดินทางกลับในวันที่ 5 ธันวาคม 2551 โดยองค์กรต้นสังกัดต้องรับรองว่า จะนำรายงานข่าวที่ผลิตขึ้นนี้ไปออกอากาศทางสถานีโทรทัศน์ของตนด้วย

ABU กำหนดคุณสมบัติของผู้สมัคร โดยจะต้องเป็นผู้สื่อข่าวโทรทัศน์ที่มีประสบการณ์ในงานด้านข่าวอย่างน้อย 5 ปี และมีความรู้ภาษาอังกฤษดี เนื่องจากการประชุมใช้ภาษาอังกฤษในการสื่อสาร สำหรับค่าใช้จ่ายสมทบนอกเหนือจากทุนที่ได้รับจาก ABU อาทิ ค่าธรรมเนียมหนังสือเดินทาง ค่าพาหนะระหว่างบ้านพัก-สนามบินสุวรรณภูมิ ค่าพาหนะระหว่างสนามบินกัวลาลัมเปอร์ - โรงแรมที่พัก นั้น สำนัก/กองต้นสังกัดต้องเป็นผู้รับผิดชอบ

ในการนี้ สปต. ขอให้ สทท. และ สปข. 1 - 8 พิจารณาเสนอชื่อผู้สื่อข่าวโทรทัศน์ที่มีคุณสมบัติตามที่ ABU กำหนดหน่วยงานละ 1 คน โดยขอให้ส่งชื่อพร้อมใบสมัครตามแบบฟอร์มที่ ABU กำหนดส่งไปยัง สปต. ภายในวันที่ 13 ตุลาคม 2551 เพื่อนำเสนอผู้บริหารคัดเลือกเป็นผู้สมัครรับทุนของ ABU ต่อไป

จึงเรียนมาเพื่อโปรดพิจารณาดำเนินการต่อไปด้วย จักขอบคุณยิ่ง



(นางศศิณันท์ จามรรมาน)

ร.ผอ.สปต.



Asia-Pacific
Broadcasting Union



29th September 2008

Mrs Wanna Vuthiaporn
Director, International Cooperation
National Broadcasting Services of Thailand
(Government Public Relations Department), Rama VI Road, Phayathai
Bangkok 10400
Thailand

By post, by email, and by fax to: (66-2) 618-2377, 618-2358

**Media Training and Live Coverage of
3rd Asian Ministerial Conference on Disaster Risk Reduction
Kuala Lumpur, Malaysia
2-4 December 2008**

Dear **Mrs Wanna Vuthiaporn**,

The Asia-Pacific Broadcasting Union (ABU) and the United Nations secretariat of the International Strategy for Disaster Reduction (UN/ISDR) are pleased to invite your organisation to nominate one broadcast journalist to be considered for participation in the **3rd Asian Ministerial Conference on Disaster Risk Reduction in Kuala Lumpur, Malaysia** from 2-4 December 2008.

The cost of the economy class return fare, hotel accommodation and per diem for up to 5 days will be provided for selected broadcast journalists, who will attend the three days media training and create one live telephone report (1.5 minutes) in their national language on imminent issues covered in the conference. Participating broadcast journalists will provide the live telephone report to the national broadcasting organisation in their home country. In addition, participating journalists will create a more in-depth report (2-3 minutes) post-conference on disaster risk reduction issues related to their country or local situation.

The in-depth reports will be developed in a format to be agreed upon between participating broadcast journalists and an Executive Producer appointed by the ABU. While the broadcast reports will reflect disaster risk reduction issues highlighted at the international conference, broadcast journalists participating through the ABU-UN/ISDR initiative will retain editorial independence in determining their approach to the reports

and *vis-à-vis* the implications of issues being discussed in the broadcast journalist's home country.

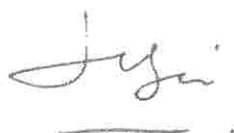
The selected participant will need to arrive latest by **1st December 2008** and depart on the **5th December 2008**. Your organisation in exchange will ensure that the produced news report will be aired in the station.

By nature of your having received this invitation, you are urged to select your organisation's best candidate to submit the enclosed application form and return it to Ms Lisa Mohamad either via email at lisa@abu.org.my or via fax at +603-2282 4606/5292 . We entrust the selection to you, in trust that any one selected will be suitable and committed to the conference which will be conducted entirely in English.

Applicants should have a minimum of 5-years experience as a news journalist and be proficient in English. Experience and interest in reporting on disaster risk reduction issues are preferable.

Please send the applications in by **17th October 2008**.

Sincerely,



Lisa Mohamad
Development Projects Officer
Asia-Pacific Broadcasting Union



3RD AMCDRR

3RD ASIAN MINISTERIAL CONFERENCE ON DISASTER RISK REDUCTION

2-4 December 2008, Kuala Lumpur Malaysia

The Asia-Pacific region, home to 61 per cent of the world's population, experiences a disproportionate share of loss of life and impact to socio-economic development. Over 70 per cent of all lives lost due to disasters occur within the Asia Pacific region and among the 10 most affected countries in the world in 2006 in terms of economic impacts, seven are from this region.

In view of the increasing vulnerability of the Asia and Pacific region to disasters, disaster risk reduction appears as the unique long-term viable solution to reduce the impact of disasters and build the resilience of communities and nations to disasters. Asian Ministerial Conferences therefore represent unique high-level foras where Governments can reaffirm their commitment to the Hyogo Framework for Action (HFA) and exchange practical ways to implement effectively disaster risk reduction at the national and local levels towards sustainable development.

The Asian Ministerial Conferences on Disaster Risk Reduction, that are being organized every two years since 2005 at Governments' initiative, represent unique opportunities for Ministers in charge of disaster management from the Asia and Pacific region, to reaffirm their commitment to HFA implementation and to exchange valuable experiences on successful practices and innovative approaches in implementing HFA's five priorities for action at the national and local levels.

The First Asian Ministerial Conference on Disaster Risk Reduction, organized by the Government of China (Beijing, September 2005) adopted the Beijing Action for Disaster Risk Reduction to promote the newly-adopted HFA and to seek Asian Governments commitment and actions to implement disaster risk reduction, including through the strengthening of existing key regional cooperation mechanisms. The Second Conference (India, November 2007) reaffirmed Governments' commitment to HFA and agreed to expand further the biennial Asian Ministerial Conference on Disaster Risk Reduction as the Regional Platform with participation of the National Governments, regional and sub-regional organisations, UN Agencies, IFIs and other Stake holders including the civil society, scientific and technical organizations, the private sector and the media.

The overarching theme of the Conference is "Multi-stakeholder Partnership for Disaster Risk Reduction in the Asia and Pacific region", with a particular focus on Public Private Partnership for Disaster Risk Reduction and community-based disaster risk reduction activities.

The Conference is expected to be attended by Ministers in charge of Disaster Risk Reduction/ Disaster Management and other high-level Government representatives from Asia and the Pacific Island Countries throughout the Ministerial Conference, including at High-Level Roundtable Discussions.

Other key partners include senior Government representatives engaged in disaster risk reduction in their respective country, together with disaster risk reduction experts and practitioners, scientists, representatives from the civil society, NGOs, academic institutions, UN Agencies and regional organisations, the donor community and the media.

The overarching theme of the Conference is "Multi-stakeholder Partnership for Disaster Risk Reduction in the Asia and Pacific region", with a particular focus on Public Private Partnership for Disaster Risk Reduction and community-based disaster risk reduction activities.



**3RD ASIAN MINISTERIAL CONFERENCE ON DISASTER RISK REDUCTION
KUALA LUMPUR, 2 -4 DECEMBER 2008**

GENERAL INFORMATION FOR PARTICIPANTS
(As of 29.7.2008)

Conference Schedule

The Conference tentative schedule is as follows:

- (a) **Pre-Conference** events will be held subject to demand on 1 December 2008.
- (b) **Inaugural Ceremony** will be held on 2 December 2008.
- (c) **Ministerial Statements** will be delivered on 2 December 2008
- (d) **Special Sessions** will be held on 2 December 2008.
- (e) **Technical Sessions and High-Level Roundtable** discussions will be held at Plenary Hall 1 and Plenary Hall 2 from 2 - 4 December 2008.
- (f) **Public Forum / Exhibition** will be held from 2 - 4 December 2008.
- (g) **Side Events** including media training and press related events will be held from 2 - 4 December 2008.
- (h) **Closing of Conference** will be held on 4 December 2008.

(All events will be held at Level 2, Putra World Trade Centre. Please check with Conference Secretariat rooms for Pre-Conference, Special Sessions, and Side Events)

Immigration Requirements

Invited participants are requested to apply for Visa at the nearest Malaysian Embassy / High Commission in the respective countries of participants. Please visit the website of the diplomatic mission of Malaysia in your country for further information. Information can also be obtained from <http://www.kln.gov.my>. All participants are advised to bring letter of invitation by the Government of Malaysia to facilitate the issuance of Visa.

Registration

Participants are requested to register online at <http://www.amcdrrmalaysia.com.my> well in advance but no later than **31st October 2008** to facilitate smooth coordination of the issuance of name (appropriate meeting) badges, compilation of the list of participants and hotel accommodation reservation.

Participants can register and obtain meeting badges in advance of the Inaugural Ceremony at the Registration Counter, Level 2, Putra World Trade Centre at the following hours:

- Between 1600 to 2200 hours on 30th November 2008 (Pre-Conference Events).
- Between 1600 to 2200 hours on 1st December 2008 (Intergovernmental Segments, Side Events and Public Forum / Exhibitions).
- Between 0745 to 0845 hours on 2nd December 2008.

For security reasons, participants are advised to wear meeting badges at all time during the Conference.

Hotel Accommodation

Participants who are sponsored by the Conference Secretariat shall be accommodated at the Best Western Seri Pacific and Legend Hotel or any other hotels in the vicinity. Participants are requested to check the hotel list provided by the Conference Secretariat. Prior to departure from Kuala Lumpur all participants are expected to settle directly with the respective hotel all accounts, including room charges (except for sponsored participants) and other expenses (for all participants), such as for local and long-distance telephone calls, Internet use, Business Centre use, laundry, hotel transportation services, mini bar items, as well as restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to their late arrival or rescheduled departure for which inadequate prior notice is given.

To assist the Conference Secretariat to provide proper arrangements for participating heads of delegation at ministerial level, it is **strongly recommended** that they stay at one of the hotels listed above and all information on flight arrival and departure of Minister should reach the Conference Secretariat not later than 31st October 2008.

Transport From and To Airport

The organiser will provide complimentary transport to all participants from airport and hotel and vice-versa on arrival and departure from Kuala Lumpur. Participants are requested to submit confirmed itinerary to facilitate transportation arrangement in advance to the Conference Secretariat.

Participants making their own way, may purchase ERL (fast train) coupon at RM35 to the KL Sentral Station in Kuala Lumpur and continue their journey with other modes of transport to their respective hotel or purchase taxi coupon from the respective counters at the International Arrival Hall of Kuala Lumpur International Airport (KLIA).

Transport to Conference Venue

The organiser will provide complimentary transport from the listed hotel to Conference venue at regular interval. Participants are advised to check the schedule with the Conference Secretariat.

Flight Information and Airline Reservations

Participants are required to submit flight itinerary to Conference Secretariat once confirmed.

Participants are advised to secure their return bookings prior to their departure for Kuala Lumpur. Most hotels will assist guests in confirming and rescheduling flight reservations.

Languages

English is commonly used in all business transaction. The major language in Malaysia is Malay and other languages used are Mandarin, Hindi, and Tamil. The official language of the Conference is English.

Internet Services

PCs with internet connection are provided by the organiser at **Room 4**, Level 2, Putra World Trade Centre from 0800 – 1800 hours during the Conference. In addition, free wireless internet access is also available in the Plenary Halls.

Currency, Credit Card, Travellers Cheque

Major international credit cards and travellers cheques are accepted by hotels and restaurants. Delegates can purchase local currencies at hotels, banks or money changers around the city. Local currencies are in the denomination of RM1, RM2, RM5, RM10, RM50 and RM100. The coins are in 5, 10, 20 and 50sen. Major banks also provide Auto Teller Machine (ATM) / cash machines for withdrawals.

Medical and Overseas Travel Insurance

The organiser will not be held responsible for medical insurance of participants. Participants are recommended to make the necessary arrangement for medical and travel insurance coverage. If medical assistance is required during the Conference, please immediately contact the Conference Secretariat. Yellow fever vaccination is required for participants from countries where the disease is endemic. Participants are also recommended to have had vaccinations against food-borne diseases, such as Hepatitis A, tetanus and typhoid. The Conference venue is a smoke-free area.

Weather

December is the start of the wet season in Malaysia. Temperature is generally between 30°C to 34°C during the day and 24°C to 26°C at night. Participants are advised to bring suitable clothing for the weather.

Clothing

The weather during the Conference could be cold at night. Participants are advised to bring warmer clothing. During daytime, as Malaysia has tropical weather participants are advised to wear natural fibers. The Conference venue will be air-conditioned at 24°C throughout the proceedings and participants are advised to dress accordingly.