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### CIFAL Lebanon - Strengthening Emergency Response Planning: From Framework to Action

#### People

Deadline: 26 Feb 2025

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Type:	Workshop
Location:	Web-based
Date:	27 Feb 2025 to 28 Feb 2025
Duration:	2 Days
Programme Area:	Decentralize Cooperation Programme
Website:	<a href="https://www.cifal-lebanon.com/event-portfolio/webinars/strengthening-erp-from-f...">https://www.cifal-lebanon.com/event-portfolio/webinars/strengthening-erp-from-f...</a>
Price:	\$0.00
Event Focal Point Email:	info@cifal-lebanon.com
Partnership:	CIFAL Lebanon

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#### BACKGROUND

In an increasingly unpredictable world, organizations and communities face a growing range of **emergencies and crises**, from **natural disasters** to **human-induced disruptions**. While preparedness is widely recognized as essential, many entities struggle with the **practical implementation** of **Emergency**

**Response Plans (ERP)** due to their complexity and the need for coordinated action.

This webinar builds on foundational ERP knowledge by focusing on implementation, offering clear strategies and real-world examples to help participants bridge the gap between planning and action. It explores key roles and responsibilities, emergency procedures, crisis communication strategies, and business continuity planning, equipping participants with practical tools to strengthen their preparedness and response efforts.

### **Type of Event:**

Building on foundational knowledge, this interactive and educational session focuses on the practical implementation of Emergency Response Planning (ERP). Designed for participants seeking to enhance their preparedness and response capabilities, this webinar explores key elements of ERP, including roles and responsibilities, emergency procedures, communication strategies, and business continuity planning.

Through real-world case studies, participants will gain insights into effective coordination, gender-sensitive response strategies, and crisis communication tools. The session will also address best practices in collaboration with government agencies, NGOs, and private sector partners to ensure a resilient and well-structured emergency response.

## **EVENT OBJECTIVES**

The objectives of this webinar are to equip participants with a practical understanding of Emergency Response Planning (ERP) by focusing on its key components and real-world applications. Participants will learn about the roles and responsibilities of an Emergency Response Team, structured emergency response procedures, and effective internal and external communication strategies, including alert systems and coordination with key stakeholders such as government agencies, NGOs, and private sector partners.

Through real-world case studies, including the COVID-19 pandemic and the Beirut Blast, participants will analyze best practices, challenges, and key takeaways to enhance their crisis response capabilities. Interactive live polls, Q&A sessions, and discussions will foster knowledge-sharing and peer learning, ensuring participants gain actionable insights. The session will conclude with a post-assessment and UNITAR survey, allowing participants to evaluate their learning

and provide feedback for future capacity-building initiatives.

## LEARNING OBJECTIVES

1. Identify and Explain the Key Components of an Emergency Response Plan (ERP)
2. Demonstrate Familiarity with Emergency Response Procedures
3. Gain Insight on Effective Crisis Communication Strategies
4. Recognize the Importance of Inclusive and Ethical Response Strategies
5. Analyze the Link Between Emergency Response and Business Continuity
6. Evaluate Real-World Case Studies to Improve Preparedness

By achieving these objectives, participants will enhance their capacity in Emergency Response Planning, building greater awareness and preparedness within their organizations and communities.

## CONTENT AND STRUCTURE

### DAY 1

#### **A. Introduction**

- Welcome and Brief Introduction to CIFAL Lebanon
- Opening Remarks from CIFAL Lebanon Executive Director
- Overview of the Webinar Topic and Objectives
- Introduction of Speakers

#### **B. Session 1: Implementing Emergency Response Plans**

- Roles and Responsibilities in an Emergency Response Plan
  - Emergency Response Team (Roles and Responsibilities)
  - Communication Chain
  - Training Requirements
- Emergency Response Procedures
  - Initial Response Actions
  - Steps to Take When an Emergency is First Identified
  - Examples
  - Guidelines for Shelter-in-Place

## **C. Interactive Poll**

## **D. Break**

## **E. Session 2: Communication and Response Strategies**

- Communication Plan in an Emergency Response Plan
  - Internal Communication
  - External Communication
  - Alert Systems
  - Key Considerations for Effective Communication During an Emergency:
- Response Strategy in Emergency Response Planning
  - Gender Equality and Mainstreaming
  - AAP (Accountability to Affected populations) and PSEA (Protection from Sexual Exploitation and Abuse)
  - Localization
  - Coordination Structure

## **F. Q&A Session**

- Open floor for participant questions and discussion.

## **G. Closing for Day 1**

- **Survey**
- **Reminders for Day 2 Session**

## **DAY 2**

## **H. Session 2: Recap and Case Studies**

- Recap of Key Points from Day 1
  - Roles and Responsibilities in an Emergency Response Plan
  - Emergency Response Procedures
  - Communication Plan in an Emergency Response Plan
  - Response Strategy in Emergency Response Planning
- Business Continuity Planning in ERP (Emergency Response Plan)
  - Main Ideas
  - Recovery Strategies
  - Coordination with External Agencies
- Emergency Response Plan Case Studies
  - COVID-19 Pandemic
  - Beirut Blast

- Sudan War

## I. Q&A Session

- Open discussion on ERP challenges and applications.

## J. Post Assessment

## K. UNITAR Survey

## L. Closing

- Closing Remarks from CIFAL Lebanon Executive Director or Representative.
- Reminders on Course Certificates

## METHODOLOGY

The webinar will begin with a **pre-assessment** to gauge participants' existing knowledge of Emergency Response Planning (ERP), followed by interactive discussions on ERP roles, emergency response procedures, and communication strategies, incorporating real-world case studies such as the COVID-19 pandemic and the Beirut Blast to illustrate practical applications; participants will engage in **live polls, Q&A sessions, and scenario-based learning**, reinforcing key concepts through structured recaps, and concluding with a **post-assessment and UNITAR survey** to evaluate knowledge gained and gather feedback, ensuring a comprehensive and engaging learning experience.

## TARGETED AUDIENCE

This webinar is designed for individuals who have a foundational understanding of **Emergency Response Planning (ERP)** or have attended introductory sessions and are looking to **deepen their knowledge of its practical application**. It is ideal for:

- **Professionals and practitioners** seeking to strengthen their understanding of how ERP is implemented in real-world scenarios.
- **NGOs, community organizations, and emergency response teams** looking to enhance their ERP frameworks with practical strategies and

coordination approaches.

- **Students and early-career professionals** interested in expanding their knowledge of emergency preparedness, crisis communication, and response coordination.
- **Business continuity and risk management personnel** aiming to improve preparedness and crisis response efforts within their organizations.
- **Local government representatives and humanitarian responders** involved in emergency coordination, stakeholder engagement, and response planning.

This session provides an opportunity for participants to **build on their existing knowledge** and engage in **thoughtful discussions on emergency response planning, coordination, and business continuity**.