

THE INTERNATIONAL EMERGENCY MANAGEMENT SOCIETY

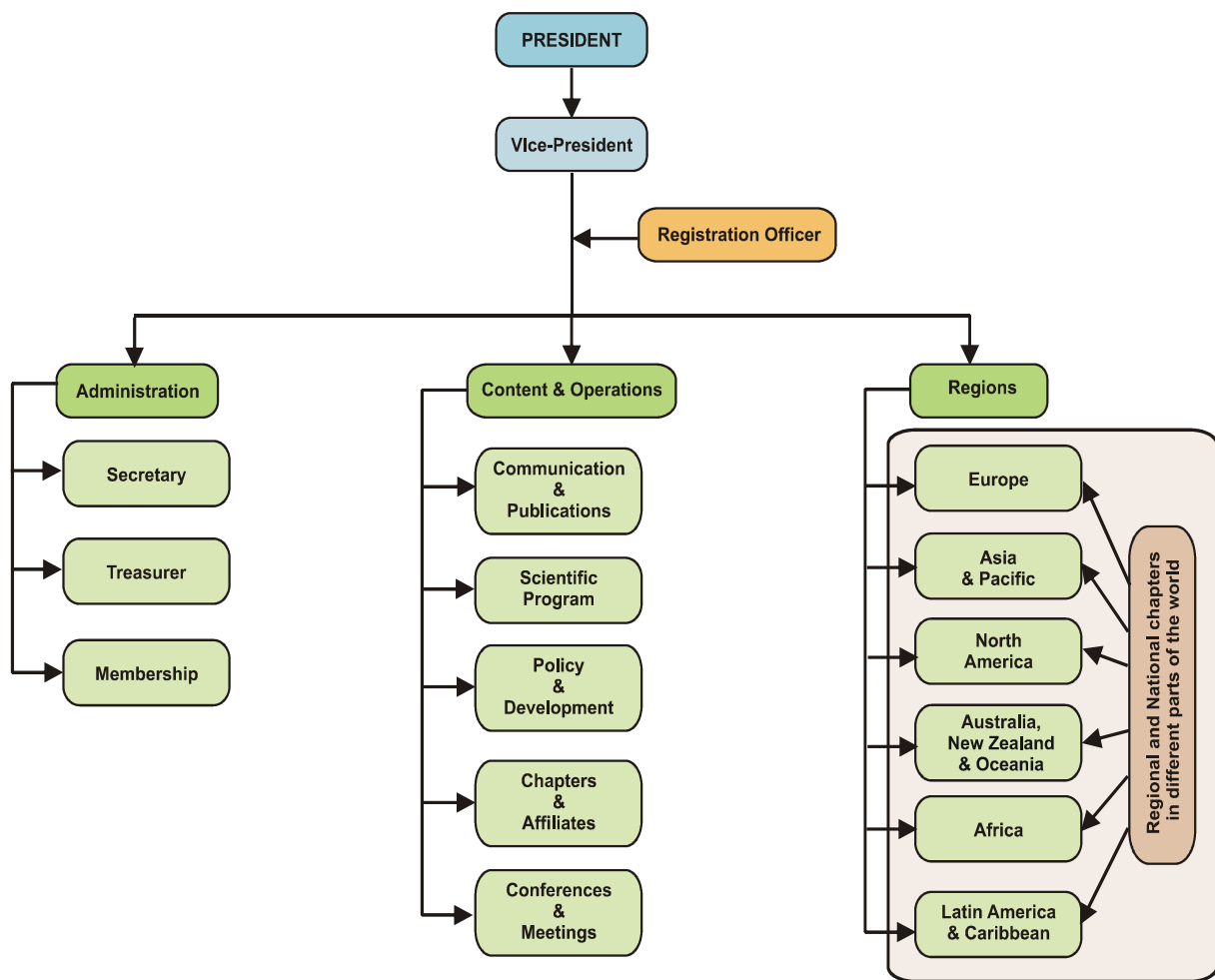
www.tiems.org

Principal office: TIEMS, Albertstraat 40, BE-2880 Bornem, Belgium - Reg. no. 881.936.668

Executive office postal address: TIEMS, Østvangveien 29, 0588 Oslo, Norway

TIEMS VISION AND ACTION PLAN 2008

Below vision and action plan is developed by TIEMS Board of Directors as related to below TIEMS organizational structure:



TIEMS 2008 ANNUAL CONFERENCE – JUNE 17TH – 19TH 2008
GLOBAL COOPERATION IN EMERGENCY AND DISASTER MANAGEMENT
PRAGUE – CZECH REPUBLIC
Conference host: Jaroslav Pejcoch, T-Soft, Czech Republic

TIEMS 2008 -2012 VISION AND ACTIVITY PLAN

TIEMS Board of Directors have described their vision and action plan for TIEMS for the period 2008 – 2012 below.

This document will serve as a guideline for the members of TIEMS Board. Progress will be reviewed annually, and the document revised accordingly and become a living document for the development of TIEMS.

Every year, in the TIEMS annual report, each TIEMS Board Member will report the progress in respect to their vision and activity plan and update their future vision and activity plan accordingly.

TIEMS President's Vision and Activity Plan

Structuring TIEMS worldwide organisation properly as well as the consolidation and formalizing of all functions, activities and operations are the main goal for this period. This means:

- Achieve real representation and establish local activities in TIEMS from all parts of the world like
 - Recruit a local Director representing the LAC countries
 - Establish a network, recruit members and establish Chapters in LAC countries
 - Reach further out with representation in key areas of Africa and recruit members and establish chapters
 - Reach further out with representation in other parts of Asia & Pacific and recruit members and establish chapters
 - Establish local activity in North America,
 - Establish local activity in Australia, New Zealand & Oceania
 - Vitalize the International Program Committee and recruit new members
- Review TIEMS Mission Statement and how to achieve TIEMS goals
- Review and develop TIEMS by-laws
- Review and further develop procedures, guidelines, descriptions and agreements for
 - Chapters establishment and approval
 - SIG's establishment and operation
 - Organization of TIEMS conferences, exhibitions and workshops
 - TIEMS voting procedures and appointment of new officers
 - Duties and functions of TIEMS Directors and Officers
 - TIEMS Code of Conduct
 - TIEMS participation in projects, activities and operations
 - TIEMS Rohrmann Student Scholarship Fund
 - International Program Committee recruitment and mandate
 - Paper Review Committee recruitment and mandate
 - Others

For all documents (by-laws, procedures, guidelines, descriptions, etc) to be reviewed and/or

further developed, working groups will be appointed by TIEMS Board with the relevant Director/Officer in charge chairing the group and set a defined time schedule.

Spreading the information of TIEMS throughout the world and increase the marketing effort through all parts of the organisation will support the above goals. This means, among others:

Activity #1 - Establish a marketing group chaired by a TIEMS Director or Officer with the goal of establishing a TIEMS marketing strategy

Activity #2 - Develop TIEMS web-site further and appoint a WEB-master with responsibility to feed and update the web-site continuously

Activity #3 - Appoint an editor for TIEMS newsletter and achieve issuing the newsletter twice a year

Activity #4 - Spread information about TIEMS to industry, authorities and other organisations dealing with emergency and disaster management, like:

- Emergency management industrial companies
- National authorities
- UN organisations
- NGO's
- Military

The Regional Director for the region in question will have the responsibility for increasing activity in his/her region, and should establish a formal network that could be the basis for this.

Partnerships and cooperation are ways to achieve above goals, by strengthening TIEMS with cooperation agreements or similar understandings with other NGO's, universities, institutions, authorities and industry.

The idea of establishing an "Emergency and Disaster Management Advocacy Forum" of TIEMS and complimentary organisations and UN OCHA should be investigated. The model of PSC Europe Forum can be an example model.

TIEMS is today a global network of experts in emergency and disaster management, and the exchange of information and experience takes place at TIEMS events. These experts could be needed in other capacities, like lecturing, training, operations, etc. in emergency and disaster management. The idea of creating a formal pool of TIEMS experts and establishing agreements with organisations like EC, NATO, UN and similar should be investigated. Part of this concept is participating in different projects like the Africa program, PSC Europe etc., and further project participation will be pursued.

All TIEMS activities depend on the unpaid, voluntary work by TIEMS Directors and Officers, and the limitations to reach above goal are evident. To overcome this, proper financing of TIEMS and TIEMS activities, projects and operations is vital. The financial committee, chaired by TIEMS treasurer, should look into this issue, and propose a set of actions to strengthen TIEMS financial situation. The goal should be that TIEMS have a paid, full time Secretary General within three years.

TIEMS Vice President's Vision and Action Plan

The Vice President's vision is to assist TIEMS President in doing the work successfully.

The Vice President's action plan is to:

Activity #1 - Share the president's vision, strategy, plan and policy with TIEMS members

Activity #2 - Support TIEMS administration

Activity #3 - Help TIEMS annual conference and local chapter's workshops

Activity #4 - Help TIEMS board of directors to carry out its work well

TIEMS Secretary's Vision and Action Plan

The secretary's vision for TIEMS is for an effectively managed and performing society and to meet the overall objectives and visions of the board.

This will be achieved through the following activities:

Activity #1 - To formalize the registration of the societies name and associated livery as registered trademarks

Activity #2 - To support members of the board in the production and dissemination of correspondence and communications, including support to the society website, and society newsletter

Activity #3 - To maintain the society's records and correspondence with support of the board for the compilation of the society's annual report

Activity #4 - To support the administration and organization of society's events, including the annual conference and review of papers, and registration of conference publications

Activity #5 - To support other members of the board in the achievement of their aims where appropriate

TIEMS Treasurer's Vision and Action Plan

The Treasurer's vision is for TIEMS to be financially sustainable.

The Treasurer's action plan is to:

Activity #1 - Increase TIEMS income from membership fees and other sources

Activity #2 - Establish a transparent financial management system for TIEMS funds, including regular reporting on TIEMS's financial status

Activity #3 - Lay the basis for a person to hire for TIEMS financial and administrative affairs

As suggested in the President's vision statement, these efforts will be done through a working group/Task Force focused on accomplishing the three basic tasks noted above. Volunteers are welcome from among the other Directors to join in this effort.

TIEMS Membership Director's Vision and Action Plan

TIEMS Director for Memberships vision is for TIEMS to increase its membership basis, through active recruiting, establishment of attractive membership benefits, and establish a professional communication with the members, among others through an improved and efficient membership portal at TIEMS web site.

TIEMS Director for Memberships action plan to fulfill above vision is to:

Activity #1 - Increase recruitment of members to TIEMS especially from countries where TIEMS have not been so active before, and from groups not very well represented in TIEMS today

Activity #2 - Enhance the communication between the TIEMS board and the members through periodic information to members

Activity #3 - Build up a professional and comprehensive membership database

Activity #4 - Build out a member portal on the web site, where members can log in, and get access to member only information and update their personal data in the membership database, and get access to member's benefits

TIEMS Communication & Publications Director's Vision and Action Plan

TIEMS Director for Publication & Communication's vision for TIEMS is to establish a professional Publication and Communication space for TIEMS electronically and hard copy wise, to reach out with information and invitations globally for TIEMS.

This vision will be achieved through the following activities:

Activity #1 - Maintaining and further extending the website meeting the requirements from all directors, having their own pages to maintain, TIEMS members page for new and existing members and general information on TIEMS mission and activities to be displayed and conveyed in a professional way to meet international standards and reach the TIEMS global community of experts

Activity #2 - Updating the website with TIEMS conference proceedings from all conferences and workshops where the material is available through a document library on TIEMS web site

Activity #3 - Establishing and maintaining a discussion forum on global emergency and disaster management on the TIEMS website and recruit moderators for the different discussions

Activity #5 - Establishing a “News and Events” section on the TIEMS web site and updating this section with relevant news, upcoming events and conferences continuously

Activity #6 - To provide hard copy documents for distribution of the most important TIEMS documents, like a TIEMS brochure and other relevant information

TIEMS Scientific Program Director’s Vision and Action Plan

Activity #1 - To outline key scientific areas to be addressed by TIEMS and suggested to members as a base for discussion, conference paper and publications linked to TIEMS

Activity #2 - To develop and propose a mechanism of TIEMS annual student award, based on their work in the TIEMS interest area and evaluation by TIEMS

Activity #3 - To collaborate with the organizers of TIEMS annual conference to establish the scientific and professional profile of each conference

TIEMS Policy & Development Director’s Vision and Action Plan

Over the past 12 months, TIEMS has gone through changes in its status and engaged in new activities. Causes included the registration as a non-profit, non-governmental organization in Belgium, spontaneous initiatives by subordinate bodies, and the establishment of partnership in a project with substantial financial implications. These and other new activities require the establishment of an internal policy framework and of rules, which cover the relevant aspects and can help to avoid future problems resulting from a lack of formulated concepts. At the same time, external development activities took place such as support to the national emergency communications in the Faroe Islands.

It will therefore be necessary to

- Develop and reach agreement on a basic document of rules governing the activities of the subordinate structures within the TIEMS bylaws
- Develop the mechanisms for the implementation and application of such internal rules
- Establish a concept, policy and rules, for external development related activities

The following steps are intended to achieve this:

Activity #1 - Finalizing a Code of Conduct, which should, rather than repeating aims and principles already stated in the TIEMS bylaws, provide an outline of the internal TIEMS “housekeeping rules” governing actions of subsidiary without hindering their initiatives

Activity #2 - Achieving agreement on such a Code by its adoption by the TIEMS board

Activity #3 - Developing a concept for further TIEMS action concerning support to countries as well as support to and cooperation with institutions and individuals through the provision of expertise as well as the establishment and further development of a scholarship fund

It is the task of the Director for Policy and Development to initiate the above processes and to assist in the full involvement of all parties concerned.

TIEMS Chapters & Affiliates Director's Vision and Action Plan

The main goal is to encourage TIEMS members to establish Chapters and Special Interests Groups (SIGs) in accordance with TIEMS bylaws in order to achieve the main TIEMS goal. This goal means that TIEMS subordinates, especially Chapters, should disseminate TIEMS values and achievements world wide by acting locally. This will be performed by the following actions:

Activity #1 - Urge the TIEMS Board to prepare and accept changes in the TEMS by-laws concerning Chapters and SIGs as well as to harmonize the terminology in all TIEMS documents

Activity #2 - Put more clearly the Chapter's rights and duties especially the funding of their activities as it may cause misinterpretation. It should be done by Annex to the TIEMS By-laws

Activity #3 - Formalize present Chapters by asking them to pass TIEMS "Steps for Chapter Approval" retroactively to make both present and future chapters legally equal

Activity #4 - Find the way of recruiting members with same interests and problems to establish Special Interest Groups

Activity #5 - Promote networking between Chapters and SIGs to share their own good practice

Recruitment of the members for both chapters and SIGs will be performed on TIEMS meetings like workshops, conferences, etc.

Further intention is to provide information about the benefits Chapters and SIGs could have for the members and TIEMS as a whole. The information could be printed in the Newsletter or put on the TIEMS web site as a separate section. These could be reports of activities of the Chapters showed as a good practice.

See to it that the planned activities regarding partnering and cooperation expressed in the vision of TIEMS President will be realized. It will be promoted through SIGs and Chapters to the specialists and world regions, accordingly.

TIEMS Conferences & Meetings Director's Vision and Action Plan

The TIEMS Conferences and Meeting Director vision includes:

- Creation and Board approval of a consistent application format for soliciting and approving TIEMS conferences and workshops
- Creation of an standard agreement for use in partnering with other organizations
- Creation of a process that identifies annual conference sites and dates in a consistent way at least 3 years in advance of any given date

- Identification of contracts and cost sharing agreements between TIEMS and its sponsors, partners, and any sub-contractors as it relates to TIEMS meetings and conferences

Actions to support the above vision include:

Activity #1 - Drafting of agreement forms as they relate to the hosting identification and commitment of conferences and meetings

Activity #2 - Review existing agreements with conference management agencies to help benchmark standard operating procedure to be used by future hosts

Activity #3 - Drafting of contract and agreement forms as it relates to the use of the TIEMS logo at other events

Activity #4 - Assist in supporting the goals set by other member of the Board

TIEMS Regional Director for North America Vision and Action Plan

TIEMS Regional Director for North America vision for TIEMS is:

- To clearly define what sets TIEMS apart from other organizations that already exists and functions in North America, such as the IAEM
- To have TIEMS be recognized in North America as a viable, vibrant organization that contributes to the ability of nations to prepare and respond to disasters
- To develop a clear marketing strategy for how to reach a variety of constituencies as potential contributors and members of the organization
- To be recognized in the academic community as a place to present active research, to make important contacts, and to gain information concerning best practices in their fields

There are several specific activities that are necessary to move toward the stated mission and vision of the organization in North America.

Activity #1 – To obtain/create a detailed database of all members from North America, as well as detailed information about educational status, if they are students, as well as their location and job held. It is important to build a database with which to plan strategy and to know how widespread TIEMS membership is in order to appropriately target efforts to increase membership

Activity #2 - To consider the creation of an advisory board of members and interested parties from North America to discuss the vision statement, and the types of activities that might best accomplish TIEMS goals

Activity #3 – To create a composite listing of most promising locations, settings, and contacts for promoting knowledge of the organization and the benefits of membership in TIEMS

Activity #4 – Submit papers to annual meetings held by other organizations describing the activities of TIEMS. It should be considering TIEMS having a booth and display at the most prominent meetings and selected trade shows

Activity #5 - Create a media strategy for promoting the activities and benefits of TIEMS in the press

Activity #6 – Determine what marketing has already been accomplished and the type of materials already created to promote membership. If necessary, there should be an exploration of creating one or two good marketing pieces that can be used by the various regions. It might be possible to create them in more than one language if this is deemed appropriate

Activity #7 - Identify a list of organizations and associations based in North America with which TIEMS should have an affiliation. This would help addressing the issue of bringing sectors closer together through interaction in TIEMS

Activity #8 - Use the Department of Homeland Security, FEMA, Emergency Management Institute (EMI) listing of colleges and universities offering undergraduate and graduate degrees as a mechanism for promoting the organization in the academic community

Activity #9 - Promote TIEMS in the business community, especially in such organizations as the Association of Threat Assessment Professionals, who serve to prepare their corporations to handle disasters and emergencies. Continuity of Operations Planning is of great interest to them at this point in time

TIEMS Regional Director for Europe Vision and Activity Plan

TIEMS Regional Director for Europe's vision for TIEMS is:

- To promote the transfer of the new technologies and scientific achievements to practical application by decision makers responsible for emergency management
- To spread the information on TIEMS throughout Europe and Russia and stimulate to establishment of local chapters in different regions of Europe
- To encourage support of TIEMS from local, regional and federal authorities and industry throughout Europe and in Russia
- To encourage Academic community and Universities in Europe and Russia to support and to join TIEMS and take part in the conferences and workshops of TIEMS in Europe and other places in the world
- To focus on new information technologies application for near real time loss assessment due to strong earthquakes worldwide with special attention to Asian region in cooperation with TIEMS Regional Chapter in Asia

There are several specific activities that are necessary to move towards the stated vision for Europe.

Activity #1 - Formalize the TIEMS Chapter in Russia

Activity #2 - Run an annual workshop in Russia in cooperation with EMERCOM with special invitation to Russian and international specialists

Activity#3 - Arrange TIEMS annual conference in Russia in 2011 in cooperation with EMECRCOM and RAS (Russian Academy of Sciences)

Activity #4 - Establish agreements with and support from local, regional and federal authorities in Europe and Russia for TIEMS activities and participation in TIEMS events in Russia and Europe and internationally

Activity #5 - Seek cooperation with other complimentary organizations of TIEMS in Europe to the benefit for improved disaster response in Europe

Activity #6 - Seek cooperation with other TIEMS regional groups, especially, for Asia in order to develop the joint web based tool for expected loss assessment due to strong earthquakes

Activity #7 - Seek cooperation with other international organizations, such as ISDR (International Strategy for Disaster Reduction), GARD (Global Alliance for Disaster Reduction), CODATA (International Council for Science: Committee on Data for Science and Technology), ESC (European Seismological Commission) in order to undertake the analysis of existing earthquake impact data bases and to develop the structure and content of the global earthquake impact database which might be created by joint efforts of scientific community and decision makers responsible for seismic risk management

TIEMS Regional Director for Asia & Pacific Vision and Activity Plan

TIEMS Regional Director for Asia & Pacific's vision for TIEMS is:

- To spread the information of TIEMS throughout Asia and stimulate to establishment of local chapters in different regions of Asia
- To encourage to support of TIEMS from local, regional and federal authorities and industry throughout Asia and particularly in China
- To encourage Universities in Asia to support and to join TIEMS and take part in the conferences and workshops of TIEMS in Asia and other places in the world
- To focus on Natural Hazards in Asia as a thematic topic in TIEMS to spread the understanding of Asia's disasters and disaster response throughout TIEMS organization

There are several specific activities that are necessary to move towards the stated vision for Asia & Pacific.

Activity #1 – Establish a TIEMS Chapter in China

Activity #2 – Run an annual workshop in China with special invitation to Asian and international specialists and focus on Natural Hazards in Asia & Pacific

Activity #3 – Arrange TIEMS annual conference in China in 2010

Activity #4 – Establish agreements with and support from local, regional and federal authorities in Asia & Pacific and China for TIEMS activities and participation in TIEMS events in China and Asia and internationally

Activity #5 – Seek cooperation with other complimentary organisations of TIEMS in Asia to the benefit for improved disaster response in Asia & Pacific

TIEMS Regional Director for Africa Vision and Activity Plan

TIEMS Regional Director for Africa has the following vision and mission for TIEMS in Africa:

- To develop the profile of TIEMS in African countries, in particular those countries where there are existing contacts, such as Tanzania, Kenya, Botswana and Mozambique
- To identify and maintain suitable/profitable links with other disaster/emergency management organizations throughout Africa, commencing with those already known in South Africa, such as DMISA (The Disaster Management Society of South Africa)
- To establish a TIEMS Regional Chapter for southern Africa, in the first instance. Chapters for central and northern Africa will follow in time
- Seek outside funding/donors to help finance the TIEMS Africa program and roll out the program on: Emergency management in Africa / A focus on education and ICT

Action Plan for first half period:

Activity #1 - Establish a database of contacts in disaster/emergency management and mailing address (electronic and PO Box) for Africa TIEMS correspondence

Activity #2 - Encourage African membership of TIEMS, perhaps negotiating reduced membership fees

Activity #3 - Start up a dialogue/discussion on emergency/disaster management problems and issues in Africa, using the Internet

Activity #4 - Roll out the TIEMS Africa program: A focus on education and IT

Activity #5 - Organize a further follow-up conference/workshop for Africans in South Africa (Johannesburg or Cape Town) in 2009 after the Dar-Es-Salaam conference in 2007 and the proposed Cranfield (UK) workshop in 2008

Action Plan for second half period:

Activity #6 - Establish a southern Africa Chapter of TIEMS (South Africa, Botswana, Zimbabwe, Mozambique, Namibia, etc.) Once established, encourage and promote other chapters in Africa

Activity #7 - Provide real incentives/ways in which African members of TIEMS can participate in the annual TIEMS conference. Consider the prospect of hosting an annual conference at Rhodes University in Grahamstown

Activity #8 - Ongoing roll-out of the Africa program

Activity #9 - Seek outside sponsors/donors to help finance the TIEMS in Africa program

TIEMS Regional Director for Australia, New Zealand & Oceania Vision and Action Plan

The TIEMS Regional Director for Australia, New Zealand and Oceania will:

- Establish TIEMS as a credible emergency management organization in the Region
- Develop a marketing strategy and promote TIEMS to relevant government departments, non-government organizations (NGOs) and educational institutions in the Region
- Identify an appropriate activity within the Region for TIEMS to conduct or participate in
- Establish a TIEMS Regional Chapter for the Region

Action Plan:

Activity #1 (2008):

Establish a local mailing address for Regional TIEMS correspondence

Activity #2 (2008):

Create and maintain a database of Regional TIEMS membership

Activity #3 (2008):

Create and maintain a mailing database of government departments, non-government organizations and educational institutions within the Region

Activity #4 (2008):

Develop a marketing strategy, including media, to promote TIEMS within the Region

Activity #5 (2008):

Compile and maintain a database of events, including conferences, within the Region at which TIEMS could be marketed

Activity #6 (2008-2012):

Attend and participate in as many events as practical

Activity #7 (2008-2009):

Establish a Regional TIEMS Chapter

Activity #8 (2008-2012):

Identify a project within the Region suitable for TIEMS involvement and initiate the necessary dialogue and mechanisms to facilitate that involvement

TIEMS Regional Director for Latin America & Caribbean (LAC) Vision and Action Plan

TIEMS Regional Director for LAC Countries' vision for TIEMS is:

- Recruit a local LAC countries representative who will take over the position as Regional Director for the LAC countries

- To arrange TIEMS first workshop/conference in a LAC country with the aim of making TIEMS known in the LAC countries
- To spread the information on TIEMS throughout LAC countries and stimulate to establishment of local chapters in different regions of the LAC countries
- To encourage support of TIEMS from local, regional and federal authorities and industry throughout the LAC countries
- To encourage Universities in the LAC countries to support and to join TIEMS and take part in the conferences and workshops of TIEMS in LAC countries and other places in the world
- Seek cooperation with other complimentary organizations of TIEMS in the LAC region to the benefit for improved disaster response in the LAC region
- Make a contact with all the safety, protection and rescue services in order to make possible mutual work on education and training

The following specific activities are necessary to move towards the above vision for the LAC countries.

Activity #1 – Establishing the first Chapter in the LAC region

Activity #2 – Identifying of a regional cooperation partner and run the first workshop in the LAC region with special invitation to LAC and international specialists

Activity #3 – Arranging a TIEMS annual conference in the LAC region in 2013

Activity #4 – Establishing agreements with and support from local, regional and federal authorities in LAC region for TIEMS activities and participation in TIEMS events in the LAC region and internationally

Activity #5 – Seeking cooperation with other complimentary organisations of TIEMS in the LAC region to the benefit for improved disaster response in the LAC region

TIEMS Registration Officer's Vision and Action Plan

The Principal Registration Officer's vision is to establish a quality control system in TIEMS that will see to that the legal aspects of the TIEMS organization are in agreement with the Belgian, European & International law for Non Profit Associations.

This will bring TIEMS to the level of transparent association, with good & proper books on administration and finance and deliver an outstanding administrative support and quality services.

This requires the following activities:

Activity #1 - Follow up and develop the legal aspects of statutes and bylaws of TIEMS

Activity #2 - See to that TIEMS are in agreement with the Belgian, European & International law for Non Profit Associations

Activity #3 - See to that the mission statement of TIEMS is in accordance with the organization's doings

Activity #4 - Publications in “Belgisch Staatsblad” (official Belgium Newspaper) of

- All rectification on statutes
- Results of elections and changes on the Board
- Important discussions of the General Assembly

Activity #5 - Set up an election guide as guideline for the organization of the elections

Activity #6 - Prepare and setup the elections at the General Assembly, see them professionally through and publish the results of the voting

Activity #7 - See to it that functional descriptions of all TIEMS officers and directors duties will be developed and followed

Activity #8 - Perform internal control (first degree audits) on administration and financial matters

Activity #9 - See to that a set of types of agreements are developed to be used in TIEMS cooperation with other organizations and industries

Activity #10 - See to it that an English Proof Reading Committee is established

The above TIEMS Vision and Action plan 2008 has been approved by TIEMS Board of Directors.

Bornem, Belgium 15th February 2008

For TIEMS Board of Directors



**K. Harald Drager
TIEMS President**