

# International Disaster Response Law (IDRL) SIMEX (Tabletop) Exercise

## **EXERCISE SCHEDULE**

**Georgetown, Guyana**

March 25 – 27, 2025

**Event  
Organisers:**



## Day 1 – Pre-SIMEX Workshop

Activity	From	To	Duration
<b>Registration</b>	8:30	9:00	30 min
<b>Opening Remarks:</b> <ul style="list-style-type: none"> <li>• Key personnel from each of the host organisations will address the participants (CDC, Guyana Red Cross, CDEMA)</li> <li>• Colonel (Ret'd) Nazrul Hussain, Civil Defence Commission</li> <li>• Mrs. Dorothy Fraser, Director General, Guyana Red Cross Society</li> <li>• CDEMA – Speaker to be determined</li> </ul>	9:00	9:20	20 min
<b>Welcome and Introductions:</b> <ul style="list-style-type: none"> <li>• The Moderator will provide an outline of the week's agenda.</li> <li>• Introduction to the IDRL SIMEX Tabletop Exercise is about – (10 min)</li> <li>• Icebreaker to allow participants to introduce themselves at their tables/groups</li> </ul>	9:20	9:50	30 min
<b>Group Photo</b>	9:50	10:00	10 min
<b>Overview of Guyana's hazard profile:</b> <i>Presentation by the CDC</i>	10:00	10:30	30 min
<b>Overview of the institutional and legal framework for DRM</b> <i>Presentation by CDC</i>	10:30	11:00	30 min
<b>BREAK</b>	11:00	11:15	15 min
<b>Overview of sectoral laws and policies for DRM</b> <i>Key sectors briefly present on the sectoral laws governing their area of work.</i>  <i>Each sector will have 10 minutes</i>	11:15	12:00	45 min
<b>LUNCH</b>	12:00	1:00	60 min
<b>Role of civil society and non-government entities:</b> <i>Group/interactive exercise where participants learn about the role of non-government entities, civil society, private sector, vulnerable groups, international humanitarian system – how they contribute to DRM and how they are addressed in the legal framework.</i>	1:00	1:30	30 min
<b>Lessons learned from previous disasters</b> <i>Interactive panel discussion:            CDC; CDEMA; Local Government</i>	1:30	2:00	30 min

<b>Activity</b>	<b>From</b>	<b>To</b>	<b>Duration</b>
<p><b>Overview of the benchmarking tools to be used in the IDRL SIMEX</b></p> <p><i>IFRC presentation: Participants will be sensitized to the DPR and IDRL Checklists, and the Disaster Risk Governance Guidelines which are used as tools to assess law and policy frameworks</i></p> <p><i>CDEMA presentation: Participants will be sensitized to the Model CDM Legislation (2013), which is used as a template of best practice.</i></p>	2:00	2:30	30 min
<p><b>Overview of instruments to be tested during the IDRL SIMEX</b></p> <p><i>Participants will be sensitized to the following instruments that will be tested during the exercise:</i></p> <ul style="list-style-type: none"> <li>- <i>Guyana DRM Bill 2019</i></li> <li>- <i>IDRL Provisions (2024) for the CDEMA Model Comprehensive Disaster Management Legislation</i></li> </ul>	2:30	3:00	30 min
<b>BREAK</b>	3:00	3:15	15 min
<p><b>Briefing on the IDRL SIMEX</b></p> <p><i>Participants will be briefed on:</i></p> <ul style="list-style-type: none"> <li>- <i>the flow of the IDRL SIMEX</i></li> <li>- <i>roles and responsibilities of participants</i></li> </ul>	3:15	3:45	30 min
<p><b>Participant Evaluation – baseline survey</b></p> <p>Participants will engage in a pre-knowledge assessment to gauge their understanding of laws, policies, plans, procedures related to disaster response.</p>	3:45	3:55	10 min
<p><b>End of Day 1</b></p> <p>Participants will be advised on next steps for Day 2.</p>	3:55	4:00	5 min

## Day 2 – IDRL SIMEX Exercise – phase 1 to 2

Activity	From	To	Duration
<b>Welcome and kick-off briefing</b> <i>Lead Facilitator will introduce the SIMEX and its purpose and will explain how the sessions will run.</i>	9:00	9:30	30 min
<b>Presentation of the hazard scenario - phase 1: Domestic Response (DR)</b> <i>Lead Facilitator will introduce the hazard scenario and participants will break off into their groups.</i>	9:30	9:45	15 min
<b>Injects round 1 (DR)</b> <i>Participants will receive the first round of injects in which to respond.</i>	9:45	10:15	30 min
<b>Traffic lights session</b> <i>Participants will consider the extent to which current laws and policies address the issues raised and whether they have the level of detail required.</i>	10:15	10:45	30 min
<b>BREAK</b>	10:45	11:00	15 min
Injects round 2 (DR) + Traffic lights session	11:00	12:00	60 min
<b>LUNCH</b>	12:00	12:45	45 min
<b>Presentation of the hazard scenario - phase 2: Regional and International Assistance (IA)</b>	12:45	1:00	15 min
Injects round 1 (IA) + Traffic lights session	1:00	2:00	60 min
Injects round 2 (IA) + Traffic lights session	2:00	3:00	60 min
Injects round 3 (DR) + Traffic lights session	3:00	4:00	60 min
Injects round 3 (IA) + Traffic lights session	4:00	4:55	55 min
<b>End of day 2</b> Participants will be advised on next steps for Day 3.	4:55	5:00	5 min

## Day 3 – Post SIMEX Workshop

Activity	From	To	Duration
<b>Welcome and outline of agenda</b> <i>Lead Facilitator will briefly recap the activities of the SIMEX exercise and outline the agenda for the day.</i>	9:00	9:30	30 min
<b>Feedback from Evaluators and Observers</b> <i>Evaluators and Observers will provide feedback on how the exercise was conducted including how well participants collaborated; the effectiveness of the exercise; and areas for improvement</i>	9:30	10:00	30 min
<b>Phase 1 – National Response</b> <ul style="list-style-type: none"> <li><i>Review of the compiled Traffic Light exercises from all the SIMEX Groups</i></li> <li><i>Comparison of key issues against the relevant Disaster Law checklists</i></li> <li><i>Discussion and prioritisation of issues to be addressed.</i></li> </ul>	10:00	12:00	120 min
<b>LUNCH</b>	12:00	12:45	45 min
<b>Phase 2 – Regional and International Assistance</b> <ul style="list-style-type: none"> <li><i>Review of the compiled Traffic Light exercises from all the SIMEX Groups</i></li> <li><i>Comparison of key issues against the relevant Disaster Law checklists</i></li> <li><i>Discussion and prioritisation of issues to be addressed.</i></li> </ul>	12:45	2:45	120 min
<b>BREAK</b>	2:45	3:00	15 min
<b>Next Steps – Development of an action plan</b>	3:00	4:00	60 min
<b>Participant Evaluation</b>	4:00	4:15	15 min
<b>End of day 3</b> Summary and vote of thanks.	4:15	4:30	15 min