



**TWELFTH MEETING OF THE MONITORING COMMITTEE  
OF THE CDCC**

*12 May 2005, Port of Spain, Trinidad and Tobago*

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LIMITED  
MONCOM 12/2/Add.1  
LC/CAR/L.38/Add.1  
6 May 2005  
ORIGINAL: ENGLISH

**PROGRESS REPORT ON MEETINGS, WORKSHOPS, SEMINARS CONVENED  
AND  
TECHNICAL ASSISTANCE RENDERED TO MEMBER STATES AND REGIONAL INSTITUTIONS**

**[Covering the period 1 January 2004 to 30 April 2005]**

**MEETINGS CONVENED BY THE SUBREGIONAL HEADQUARTERS FOR THE CARIBBEAN**  
*Since January 2004*

<b>Description</b>	<b>Duration</b>	<b>Venue</b>	<b>No.</b>	<b>Representatives from member States/agencies in attendance</b>
ECLAC/CDCC/CIDA Technical meeting of the National Machineries for Women, Report of the meeting LC/CAR/L.29	11 February 2004	St Vincent and the Grenadines.	36	Experts from: Anguilla, Antigua and Barbuda, Bahamas, Belize, BVI, Cuba, Dominica, Grenada, Guyana, Jamaica, Montserrat, Netherlands Antilles, Puerto Rico, St Kitts/Nevis, Saint Lucia, St Vincent and the Grenadines, Suriname, Trinidad and Tobago
ECLAC/CDCC/CIDA/UNIFEM/CARICOM Fourth Caribbean Ministerial Conference on Women: Review and Appraisal of the Platform for Action, Report of the meeting LC/CAR/L.1/Rev 1	12-13 February 2004	St. Vincent and the Grenadines.	67	Anguilla, Antigua and Barbuda, Aruba, Bahamas, Belize, BVI, Cuba, Dominica, Grenada, Guyana, Haiti, Jamaica, Montserrat, Netherlands Antilles, Puerto Rico, St Kitts/Nevis, Saint Lucia, St Vincent and the Grenadines, Suriname, Trinidad and Tobago
Twentieth session of the Caribbean Development and Cooperation Committee (CDCC) Report of the meeting: LC/CAR/L.15	22-23 April 2004	St. Croix, United States Virgin Islands	35	Anguilla, Antigua and Barbuda, Dominican Republic, Grenada, Jamaica, Netherlands Antilles, Puerto Rico, St Kitts/Nevis, Saint Lucia, St Vincent and the Grenadines, Suriname, Trinidad and Tobago, USVI

<b>Description</b>	<b>Duration</b>	<b>Venue</b>	<b>No.</b>	<b>Representatives from member States/agencies in attendance</b>
Meeting of International and subregional Agencies to discuss the programme of work of the ECLAC/CDCC secretariat. Report of the meeting: LC/CAR/L.20	21 April 2004	USVI.	8	ACS, CARICOM, IICA ITU, OECS UNEP and UNDP
A meeting to consider the Instruments of Trade Analysis and Negotiation. Introduction of the CARIBTRADE database Report of the meeting: LC/CAR/L.16	16 April 2004	Port –of- Spain	22	Barbados, Guatemala, Jamaica, St. Lucia, Trinidad and Tobago, ACS,UWI, UNDP
Expert meeting to revise the Disaster Assessment Training Manual Report of meeting: LC/CAR/L.17	6 & 7 July 2004	Port –of- Spain	13	ECLAC staff, ACS, UWI
Caribbean Forum on the Information Society Report of the meeting LC/CAR/L.30	20-21 October 2004	Port-of- Spain	57	Anguilla, Belize, Brazil, Cuba, Grenada, Guyana, Jamaica, St Lucia, Suriname, Trinidad and Tobago, USVI and Venezuela. CAFRA, CBET, COTT, CRNM, CTU, EU, IDB, ITU and WIPO
The ECLAC/CDCC seminar: Reporting on the Results of the Social Vulnerability Index, Port of Spain Report of the meeting: LC/CAR/L.35	23-24 June 2004	Port –of- Spain	41	Antigua and Barbuda
Caribbean Symposium on Population Ageing	8-10 November 2004	Port-of-Spain		
Expert Group Meeting on Capacity Building in Gender Analysis for Economic Planners in the Caribbean	6 – 7 December 2004	Port-of-Spain,	17	

**WORKSHOPS AND SEMINARS PROVIDED BY THE SUBREGIONAL HEADQUARTERS FOR THE CARIBBEAN,**

*Since January 2004*

<b>Description</b>	<b>Duration</b>	<b>Venue</b>	<b>Participating countries</b>	<b>No. Persons attending</b>	<b>No of Females</b>
Workshop on disaster valuation using ECLAC's methodology	13-17 April 2004	Washington, D.C, USA	Conducted in collaboration with the Mexico Office	10	
Training Conference: Framework for Caribbean Investigation and Analysis	24-25 May 2004	Tobago	Included participation from ECLAC, other UN agencies and Institution	40	
The Caribbean Digital Library: a cooperative approach to digital content creation	27 May 2004	Port-of-Spain		41	
Workshop on disaster valuation using ECLAC's methodology	21 May – 4 June 2004	Belize		50	
A meeting to consider the Instruments of Trade Analysis and Negotiation. - Introduction of the CARIBTRADE database	16 April 2004	Port –of- Spain		22	
Seminar: Reporting on the Results of the Social Vulnerability Index, Port of Spain	23-24 June 2004	Port –of- Spain	Bahamas, Barbados, Belize, Grenada, Haiti, Jamaica, Montserrat, Netherlands Antilles, St Kitts/Nevis, Saint Lucia, St Vincent and the Grenadines, Suriname, Trinidad and Tobago	41	
				204	

**PROVISION OF TECHNICAL ASSISTANCE TO MEMBER STATES AND  
REGIONAL INSTITUTIONS AND AGENCIES**

*January 2004 to April 2005*

Country	Description of Activity	Comments/Status
Bahamas	Assessment of Hurricane Frances and Jeanne in 2004 – Their impact in the Commonwealth of the Bahamas (preliminary version), 9 – 13 November 2004	Conducted by ECLAC response to a UNDP request for assistance; [LC/CAR/L.23]
Barbados	Support in the further development and implementation of the Caribbean Sea Proposal	Continuing discussions
Belize	Assistance to the Ministry of Planning and Development and Social Development in the implementation of the UNDP funded project to develop a National Human Development Agenda	A draft study was presented to the Government of Belize for consideration. This was undertaken with support from UNDP.
Cayman Islands	Assessment of the socio-economic and environmental impact of Hurricane Ivan on the Cayman Islands, 23 November to 2 December 2004	Conducted by ECLAC response to a UNDP request for assistance; LC/CAR/L.25
Cayman Islands	Conduct of a training workshop in the use of the ECLAC disaster assessment methodology in the Caribbean.	Workshop took place during the period 18 - 22 April 2005 in the Cayman Islands with funding from UNDP
Dominica	Technical assistance to the Women's Bureau under the project "Democratic Governance and Gender Equality in Latin America and the Caribbean.	As per the MOU. A study was also completed under this technical assistance titled "Situation Analysis of Women and Men In Dominica." Document sent to the Women and Development Unit for their comments. The study was supported with ECLAC funding. As part of the technical assistance I also acted as a resource person and made a presentation at a national consultation with s
Dominica	National consultations to review policy options and government and private sector activities following the recommendations of the respective yachting studies	The request for the consultations followed the preparation of national studies on the yachting sector. This was produced as part of the Dutch funded project on the Marine Based Tourism in the Caribbean
Dominican Republic	Conducted an analysis of the macroeconomic impacts of regional free trade agreements focusing on the potential impacts of the tariff reduction proposal of the Dominican Republic within the framework of	Study was presented to the Government of the Dominican Republic

Country	Description of Activity	Comments/Status
	the FTAA	
Grenada	Provided Technical Assistance to Grenada on Gender Socialization Practices and Violence, Youth and Juvenile Offenders	ECLAC/CDCC to follow up activities with the Ministry of Gender Affairs
Grenada	Carried out a Socio-Economic Assessment of the impact of Hurricane Ivan on the country of Grenada, 19-25 September 2004	As part of an OECS Team. Funding Agencies: Organisation of Eastern Caribbean States (OECS); United States Agency for International Development (USAID and UNDP Barbados.
Guyana	Provided on-going technical assistance in the development of social statistics and social policy training to the Ministry of Labour in Guyana	Two missions were undertaken to assist the Ministry in its development of a social policy, December 2003 and February 2004
Guyana	Official request from the Office of the President of Guyana for Emergency Technical Assistance to assess the damages of flooding in Regions 3,4 and 5	Two staff members carried out a preliminary assessment on 1 & 2 February 2005 in order to assist in preparing a more detailed TOR for a full scale mission
Haiti	Technical missions were undertaken on behalf of the Government of Haiti to conduct a socio-economic damage assessment following Tropical storm Jeanne in Haiti, as part of an ECLAC team.	Preparation for the mission involved from 5-7 days and follow-up work often required providing additional information until the final document was prepared.
Haiti	ECLAC had undertaken training of personnel in Haiti in the use of the methodology but it was obvious that with the changes in personnel and with a new interim administration in place, additional training will be necessary.	To be followed up in 2005
Jamaica	Provided a resource person to the regional training workshop on Science Communication for the Small States in the Global Knowledge Society 27-31 May in Jamaica.	Presented the process involved in preparing material for media based on the experience of the SME programme
Jamaica	Support to the Third Annual Conference of the Sir Arthur Lewis Institute of Social and Economic Studies on 'Social Policy in a Changing Economic Environment.' And at the Symposium on Social Protection and Employment	Assisted the Panel on Measuring and Monitoring Human Development
Jamaica	Assessment of the socio-economic and environmental impact of Hurricane Ivan on Jamaica, 5 – 14 October 2004.	Conducted by ECLAC response to a UNDP request for assistance; [LC/CAR/L.22]
Puerto Rico	Request from the Government of Puerto Rico for Technical Assistance to increase trade with CARICOM	Study was presented to the Government
Saint Lucia	To provide Tech Assistance to the Ministry of Labour Relations, Public Services & Coop. Dep. for Labour relations in setting up a Labour	Mission was successfully carried out 14-18 Feb. 2005 In St. Lucia.

Country	Description of Activity	Comments/Status
	Market Info. Unit in the Dept. for Labour Relations	
Saint Lucia	Assisted the Government of St. Lucia in setting the definitions for yachting, yachts , etc. to facilitate customs and tourism incentive legislation	Activity completed
Saint Lucia	Provided Technical Assistance to St. Lucia on Gender Socialization Practices and Violence, Youth and Juvenile Offenders	ECLAC/CDCC to follow up wit the Ministry of Gender Affairs
St. Kitts and Nevis	Assisted in the conduct of research and convening of workshop in St. Kitts and Nevis on the Poverty Reduction Strategy Programme for St Kitts and Nevis	Mission was undertaken 10-14 May 2004. This also included the development of Terms of Reference for the recruitment of a consultant. Two missions were undertaken
St. Kitts and Nevis	Orientation of Cabinet Appointed Committee for Poverty Reduction Strategy and Action Plan	Mission carried out Jan 28-29-30, 2004
St. Kitts and Nevis	Ongoing activity of the development of the National Human Development Agenda approach to the production of the Poverty Reduction Strategy and Action Plan. The request sought ECLAC's assistance to review the Terms of Reference prepared for national level consultants to undertake the production of the Agenda. (October – November 2004)	The process was put on hold as elections had been called in St. Kitts and Nevis during the last quarter of 2004.
St. Vincent and the Grenadines	Technical assistance to the Women's Bureau under the project "Democratic Governance and Gender Equality in Latin America and the Caribbean.	As per the MOU. The project is ongoing
St. Vincent and the Grenadines	Assistance in the development of a national gender policy and action plan for the Division of gender Affairs of the Government of St Vincent and the Grenadines	This will be formalized in a MOU between the Ministry and ECLAC.[Jan-Dec.-05: meetings/ consultations on an ongoing basis]
Trinidad and Tobago	Support the Division of Ageing in finalizing the national policy on ageing by: 1) providing guidance in evidence based policy formulation; 2) participate as resource-person in the national consultation on the national policy on ageing; 3) Provide technical and managerial guidance to develop mechanisms to implement the policy and to establish tools and techniques to monitor the implementation process. Division of Ageing, Ministry of Social Development, GoTT	Support the Community Care Development Programme in their effort to implement programme, meeting on 29-31 March (Mar-Dec.-05: consultations on an ongoing basis as needed)
Trinidad and Tobago	Ministry of Health, Community Care Development Programme	
Trinidad and Tobago	Provided Technical Assistance to Trinidad and Tobago on Gender Socialization Practices and Violence, Youth and Juvenile Offenders	The request for the consultations followed the preparation of national studies on the yachting sector. This was produced as part of the Dutch funded

Country	Description of Activity	Comments/Status
		project on the Marine Based Tourism in the Caribbean
Trinidad and Tobago	National consultations to review policy options and government and private sector activities following the recommendations of the respective yachting studies in Tobago	Training workshop to be conducted in first semester 2004
Trinidad and Tobago	Request from The Ministry of Trade and Industry, Trinidad and Tobago for training in the use of the CAN (Competitiveness Analysis of Nations) software and MAGIC (Module for the Analysis of the Growth of International Commerce)	Ongoing activity. This assistance is being provided based on a request from the Ministry of Tourism and TIDCO
Trinidad and Tobago	Support to the Committee to undertake an economic impact assessment study for the leisure marine industry in Trinidad and Tobago and to the Task Force on Yachting [to measure the impact of tourism on jobs and the economy]	Support started on 1 February 2005
Trinidad and Tobago	Assistance to the Technical Committee for the 2005 SLC in developing a list of variables that would be used to develop the questionnaire for the 2005 Survey of Living Conditions in Trinidad and Tobago	This was carried out with support from CELADE
Trinidad and Tobago	Support to the Central Statistical Office in Trinidad and Tobago in host the REDATAM Web Server Application of the Trinidad and Tobago 2000 Population and Housing Censuses	
Trinidad and Tobago	In 2005 the secretariat has been providing technical assistance to the Division of Ageing in the Ministry of Social Development, Trinidad and Tobago in the area of evidence based analysis of the 2000 population and housing census data to support the formulation of the National Policy on Ageing.	
Trinidad and Tobago	In 2004, the secretariat provided technical assistance to the Government of Trinidad and Tobago by undertaking a "Gender Analysis of the Law and Judicial Sector" in support of the development of its Draft National Gender Policy.	
Trinidad and Tobago	In 2004, the secretariat, through a request from UNDP, provided technical assistance by completing a Chapter titled "Gender and HIV/AIDS" for inclusion in a forthcoming Trinidad and Tobago National Human Development Report focussing on HIV/AIDS.	Consultation held on 18 August 2004 with discussions on the implementation of the recommendations outlined
Trinidad and Tobago	Assistance to the Population Programme Unit, Ministry of Health, Trinidad and Tobago, to present the findings of the needs assessment for adolescent sexual and reproductive health services to a Community	1. April 2004, 26. May 2004, 17 June 2004 and attended the first day of a technical meeting to discuss the strategic plan among national key



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	Stakeholder Meeting held at the Fifth Company Baptist School, Moruga Road, Indian Walk, Trinidad and Tobago	stakeholders on April 20th, 2004. Further technical review meetings were convened on June 4 and June 18, 2004 to finalize the strategic plan.
Trinidad and Tobago	Assistance to the Population Programme Unit, Ministry of Health, in the preparation of its '5 Year Strategic Plan for Sexual and Reproductive Health Services in Trinidad and Tobago'. Reviewed various draft versions of the strategic plan.	As part of a Technical committee preparing for the conduct of a Survey of Living Conditions in 2005.
Trinidad and Tobago	Assistance to the EU's programme with the Government of Trinidad in its Poverty Reduction Programme	
<b>INSTITUTIONS</b>		
ACS	Support to the ACS in the preparation and review of studies prepared on the status of trade regimes in the region	
ACS	Provided support through the preparation of the following documents: LC/CAR/R.78 Documento de base para apoyar la elaboracion del documento marco: Hacia una nueva vision de la Asociacion de Estados del Caribe and LC/CAR/R.79 Cuarta cumber de los jefes de estado y/o Gobierno de los estados miembros y miembros asociados de la Asociacion de Estados del Caribe – Borrador de plan de accion	Papers presented to the Heads of the ACS
ACURIL	Assisted as a resource person at the annual conference of the Association of Caribbean University Research and Institutional Libraries	Presented a paper on the Caribbean Information Action Group
ACURIL 2004	Assistance to ACURIL Programme and Registration Committee and conduct of a training and awareness workshop	Workshop: 23 May -29 May 2004, Trinidad and Tobago
Caribbean Water Partnership	Assistance to the Regional Consultative Meeting on the GPA Programme of Work in the Wider Caribbean	Discussion on the development of National Programmes of Action (NPAs) to implement the GPA work strategy. Meeting held in Panama, 10-12 February 2004
CARICOM	Assistance to the CARICOM Gender Mainstreaming Task force and its proposed implementation strategy for addressing HIV/AIDS, education and labour.	ECLAC and UNIFEM are expected to assist in training and sensitization around the Women's Convention and its reporting provisions.
CARICOM	Support to the working group on emigration of health professionals in	As part of COHSOD X in Tobago, 28-29 April 2004

Country	Description of Activity	Comments/Status
	eth subregion	
CARICOM/UNICEF	Support to the Regional Working Group on Health and Family Life Education and the Inter-Agency Coordination meeting on youth and HIV/AIDS	Jamaica, 16-20 February 2004
CIDA	With CIDA in the execution of two projects: Accelerating Gender Equality in the Caribbean and Integrating Gender into Macro Economic Policy	Activities related to the first project ended in march 2005. The second Project will end later in 2005
Commonwealth secretariat	Support to the meeting on: Migration and Mode IV: towards a trade and development approach in the Caribbean region, review & discuss consultants' report and other research on the topic.	Mission to Barbados 22-24 February 2004
CTO	Services requested of a resource person to the 6th Annual Caribbean Conference on Sustainable Tourism for the workshop panel on: "floating resources visiting our ports: Environmental and social issues in the cruise and yachting sectors" Cuba, April 28, 2004	
DESA	Collaboration with DESA on the joint UNDESA - OAS project on Capacity-building in Creating Information Management Systems to Improve Decision-making for Sustainable Development for Small Island Developing States. The objective of the project is the design of a system for information management for sustainable development that could be replicated throughout the Caribbean.	Ongoing exercise
FIPA	Support to the Inter-Parliamentary Forum of the Americas (FIPA), at the First Regional Forum on "Enhancing Women's Leadership to Strengthen Democracy", to be held in Bridgetown, Barbados, the 20th-22nd of March, 2005.	Present a 20 minute presentation during the first session, 10:40-12:40am on Monday, March 21 providing a brief portrait of the regional situation regarding representation of women in Parliaments as well as recognition and removal of obstacles
FTAA	Support to the FTAA Consultative Group on Smaller Economies work in relation to the Hemispheric Co-operation Programme, technical co-operation exchanges and the Trade Negotiations mandates.	The secretariat has attended all meetings of the Consultative Group
Global Water Partnership	Assistance to the GWP in the establishment of the Caribbean Water Partnership	Tobago, 31 May - 7 June 2004; Miami, 22-26 March 2004; Panama, 10-12 February 2004
IDB	Assistance in the conduct of national assessment missions to the Bahamas in response to the damages caused by Hurricanes Frances and Jeanne	Report submitted to IDB for implementation
ILO	Assisted an ILO Advisory Committee on researching the issue of the	This is an ongoing activity

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	uneven ability on the part of countries to provide data needed for inclusion in the information system, a component of the ILO Labour Market Project (Caribbean Labour Market Information System)	
Institute of International Relations	Support to the <i>Conference on Size, Power and Development in the Emerging World Order</i> , Institute of International Relations (I.I.R.), University of the West Indies (UWI), St Augustine, Trinidad and Tobago, 3-5 March 2004.	At the request of the Conference organizers, the secretariat made three presentations to the conference.
OECS	To gather information and data for the undertaking of the OECS study to ascertain the real and potential impacts negative and/or positive of the CARICOM Single Market and Economy on the members states of the OECS	Six missions have so far been carried out in preparation of the study which will be presented to the OECS in May 2005
OECS	Assistance to the OECS Steering Committee Meeting of the Caribbean Water Partnership	Formation of a Core group
OECS	Assistance on the implementation of the sustainable development and environmental management and on the multilateral environmental conventions	Meeting of the OECS Task Force
OECS	Training on the development of S&T Indicators	Technical assistance
OECS	Technical Assistance to the OECS on Social Policy	5-6 Feb 2004
OECS	Request for assistance to the OECS to assist its Social Policy Unit in the development of an approach to Social Policy Formulation in the OECS. Presented a substantive review of the background document, Social Policy Framework: A New Vision for Social Development in the OECS at the OECS Social Policy Unit,	Expert Group Meeting on Social Policy 8-11 December 2004.
OECS	Assistance in the conduct of a national assessment mission to Grenada in response to the damages caused by Hurricane Ivan	As part of an OECS Team. Funding Agencies: Organisation of Eastern Caribbean States (OECS); United States Agency for International Development (USAID and UNDP Barbados. 19-25 September 2004
PAHO, BRNB	Barbados Registered Nurses Association 2004 International Nurses Conference, February 2004, present findings of study on nurse migration and provide assistance in drafting of declaration	Assist Panel on Nursing Shortage (global, regional, national): Impact and Strategies
Regional	Support to the White-Water-to-Blue-Water (WW2BW) Partnership Conference Miami, 21-27 March, 2004.	ECLAC made a presentation entitled: <i>THE BIG PICTURE: Review of the Caribbean Seascape and Selected Subregional Initiatives to Inform the White-Water-To-Blue-Water Process.</i>

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Regional	Facilitated a workshop on evidence-based gender analysis, St Vincent, 11 February 2004	During the 4th Ministerial meeting on women, 11-13 February 2004
Regional Nursing Body (RNB)	Barbados Registered Nurses Association 2004 International Nurses Conference, February 2004, provides assistance to panel and support declaration drafting group.	
UNDP/Barbados	Received Technical Assistance request from UNDP Barbados office to review the Poverty Reduction Papers produced by a select number of Caribbean countries and speak to the manner in which they have addressed the issues of social vulnerability. (December 2004).	The results of the review are to be presented at a meeting scheduled for the 2nd quarter 2005.
UNDP/Belize	technical assistance to the Government of Belize for the elaboration of a National Human Development Agenda (NHDA)	The NHDA was completed by December 2004 2005
UNDP/Guyana	Conduct of an assessment of the socio-economic and environmental impact of the January to February 2005 flooding in Guyana	Assessment was completed and submitted to the Government for its consideration. LC/CAR/L.31
UNDP/Jamaica	Assessment of the socio-economic and environmental impact of Hurricane Ivan on Jamaica, 5 – 14 October 2004. [LC/CAR/L.22]	Conducted by ECLAC response to a UNDP request for assistance
UNDP/Jamaica	Assessment of the socio-economic and environmental impact of Hurricane Ivan on Cayman Islands	Conducted by ECLAC response to a UNDP request for assistance
UNDP/POS	ECLAC serves as the vice chair of the UNDP Theme Group on Gender	This is an ongoing activity
UNDP/POS	Technical assistance to UNDP/Trinidad and Tobago for the preparation of the Second National Human Development Report for Trinidad and Tobago the form of a draft Chapter titled Gender and HIV/AIDS at their request.	A first draft followed by a second draft was submitted.
UNFPA	Support to the meeting on UNFPA on Strategy Development for the Third Programme of Assistance to the Caribbean	
UNFPA	Support and collaborate the ICPD at Review and Appraisal process in the Caribbean	assist in preparation of background document, organization of the meeting
UNIFEM	Assistance to UNIFEM in the development of the content and methodological approach for the preparation of a four country in depth assessment of violence against women initiatives	The methodological approach and work plan have been adopted. Work has started on the preparation of the study.
UNIFEM	Technical support and collaboration in carrying out a gender review and assessment of HIV/AIDS programming in the Caribbean	At the request from UNIFEM
University of Guyana	Invitation to the University of Guyana present ECLAC study on nurse migration (LC/CAR/G.178) at the 'Workshop on international trade negotiations/proposals: trade in nursing services'	Conducted 6-July 2004
UWI (Barbados)	Support to a regional training programme in the practical application of	UWI, Barbados, 22 October and 12 November 2004

Country	Description of Activity	Comments/Status
	the CARIBTRADE Databases and the software packages - MAGIC and CAN	
World Bank	Assisted in the conduct of the Training Workshop on Conducting Post-Disaster Damage and Needs Assessment convened by the World Bank's Hazard Management Unit, 14-15 April 2004	Presented the ECLAC disaster assessment methodology