Agenda

Submitted by: Japan, United States
# AGENDA

## APEC EPWG Workshop: Private Sector Emergency Preparedness

August 1-3, 2011
Hotel Monterey Sendai
Sendai, Japan

### 1 AUGUST 2011

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>11:30 am or 18:55 pm</td>
<td>Arrival to Sendai Airport ANA3131 or ANA3235</td>
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<tr>
<td>20:30</td>
<td>Press at the opening</td>
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<td>Welcome Reception hosted by GOJ</td>
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<td>MC: Mr. Toru Morikawa, APEC Director, MOFA, Japan</td>
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<td></td>
<td>Mr. Chiaki Takahashi, State Secretary for Foreign Affairs, Japan</td>
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<td></td>
<td>Mr. Shuichi Miura, Vice Governor, Miyagi Prefecture (Welcome Remarks)</td>
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<td>Ambassador Yoshiji Nogami, Chair, JANCPEC and President, Japan Institute of International Affairs (JIIA)</td>
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### 2 AUGUST 2011

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<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>08:30 – 09:00</td>
<td>Registration</td>
</tr>
<tr>
<td>09:00 - 09:05</td>
<td>Introduction and Overview of the Workshop</td>
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<tr>
<td>Press</td>
<td>Mr. Masaru Watanabe, APEC Senior Official, Japan MOFA</td>
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<tr>
<td>9:05 – 9:10</td>
<td>Welcome Remarks</td>
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<tr>
<td>Press</td>
<td>Ambassador Yoshiji Nogami, Chair, JANCPEC and President, Japan Institute of International Affairs (JIIA)</td>
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<tr>
<td>09:10 - 09:20</td>
<td>Opening Remarks</td>
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<tr>
<td>Press</td>
<td>Mr. Chiaki Takahashi, State Secretary for Foreign Affairs, Ministry of Foreign Affairs, Japan</td>
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<td>Mr. Timothy W. Manning, Deputy Administrator for Protection and Preparedness, Federal Emergency Management Agency (FEMA), U.S. Department of Homeland Security (DHS)</td>
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<td>09:20 - 09:25</td>
<td>Remarks from Host City</td>
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<tr>
<td>Press</td>
<td>Ms. Emiko Okuyama, Mayor, Sendai City</td>
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<td>09:25 – 09:35</td>
<td>Remarks from Disaster-Affected Prefectures</td>
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<td>Press</td>
<td>Shuzo Koshino, Mission Secretary, General Disaster Prevention Office, Iwate Prefecture</td>
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<td>Time</td>
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<tr>
<td>09:45 - 11:10</td>
<td><strong>Introduction 1: Business Continuity Planning (BCP) 101</strong>&lt;br&gt; <em>Moderator: Mr. Masaru Watanabe</em>&lt;br&gt; — <em>Professor Kenji Watanabe, Nagoya Institute of Technology</em>&lt;br&gt; — <em>Dr. Goh Moh-Heng, President, Business Continuity Management Institute (BCM Institute)</em>&lt;br&gt; Overview, including benefits and challenges to implementation, practices for mitigating threats and risks, and examples of BCP&lt;br&gt; <strong>Discussion (Questions &amp; Answers)</strong></td>
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<td>11:10 - 11:30</td>
<td><strong>Tea/Coffee Break</strong></td>
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<td>11:30 - 12:15</td>
<td><strong>Introduction 2: BCP Survey Results and Analysis for the Asia Pacific Region</strong>&lt;br&gt; <em>Moderator: Mr. Takahiro Ono, Senior Researcher, Asian Disaster Reduction Center (ADRC)</em>&lt;br&gt; <strong>Discussion (Questions &amp; Answers)</strong></td>
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<td>12:15 - 13:30</td>
<td><strong>Lunch (hosted by Japan)</strong></td>
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<td>13:45 - 15:30</td>
<td><strong>Session 1 – Case Studies: Private Sector BCP</strong>&lt;br&gt; <em>Moderator: Mr. Kenji Goto, APEC Senior Official, Japan METI</em>&lt;br&gt; — <em>Mr. Shinya Suzuki, Senior Managing Director, Suzuki Kogyo</em>&lt;br&gt; — <em>Mr. Junshi Yamauchi, Executive Advisor, Renesas Electronics Corporation (Former Representative Director, Chairman) and Chairperson of the Semiconductor Board, JEITA (Japan Electronics and Information Technology Industries Association)</em>&lt;br&gt; — <em>Mr. Bryan Strawser, Group Manager, Global Crisis Management, Assets Protection, Target</em>&lt;br&gt; — <em>Mr. Greg Fenich, CFO and Director, Incident Management Team, Microsoft Japan</em>&lt;br&gt; Within the context of catastrophic disasters, private sector partners from large multinational corporations to small and medium sized enterprises will address how they have employed effective BCP, preparedness, response, recovery and mitigation practices, including:&lt;br&gt; - Why and how BCP and other preparedness strategies were initiated and implemented&lt;br&gt; - Strategies and methods employed (e.g., telework, risk finance methods)&lt;br&gt; - How plans were tested by an actual emergency and then improved upon&lt;br&gt; - Other themes such as community resilience and corporate social responsibility (CSR)&lt;br&gt; <strong>Discussion (Questions &amp; Answers)</strong></td>
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<td>15:30 – 15:50</td>
<td><strong>Tea/Coffee Break</strong></td>
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<tr>
<td>Time</td>
<td>Session 2 – Protecting a Business’ Greatest Asset: Strategies for Employee and Responder Preparedness</td>
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<td>Press</td>
<td>Moderator: <strong>Professor Atsuomi Obayashi</strong>, Keio University</td>
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<td>15:50 – 17:50</td>
<td>Mr. Robert Connors, Director, Preparedness &amp; Crisis Management, Raytheon</td>
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<td>15:50 – 17:50</td>
<td>Ms. Hiromi Fukasawa, Corporate Vice President (Human Resources and General Affairs), Dryden Customer Center (Sendai), Prudential</td>
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<td>15:50 – 17:50</td>
<td>Po-Chen Chen, Deputy Director, Risk Management and Corporate ESH Division, TSMC, Chinese Taipei</td>
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<td><strong>Professor Atsuomi Obayashi</strong>, Keio University</td>
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How can employees prepare for emergencies, and in what ways do measures to protect the workforce affect other corporate assets, including production lines, capital, corporate values, reputation, CSR, etc.?

**Discussion (Questions & Answers)**

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<tr>
<th>Time</th>
<th>Wrap-up Day 1 by Mr. Masaru Watanabe</th>
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<td>17:50 – 18:00</td>
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### 3 AUGUST 2011

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<thead>
<tr>
<th>Time</th>
<th>Opening Remarks, Summary of First Day, and Overview of Second Day</th>
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<tbody>
<tr>
<td>08:30 – 08:45</td>
<td>Mr. Masaru Watanabe, APEC Senior Official, Japan MOFA</td>
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<tr>
<th>Time</th>
<th>Session 3 – Preparedness and BCP Resources: Strategies for Spreading BCP</th>
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<td>08:45 – 10:20</td>
<td>Moderator: <strong>Mr. Campbell Darby</strong>, Director-General, Emergency Management Australia</td>
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<td><strong>Mr. Timothy W. Manning</strong>, Deputy Administrator for Protection and Preparedness, FEMA, DHS</td>
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<td><strong>Dr. Goh Moh-Heng</strong>, President, Business Continuity Management Institute (BCM Institute)</td>
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<td><strong>Mr. David Stowe</strong>, Business Continuity Manager, UL</td>
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<td><strong>Professor Kenji Watanabe</strong>, Nagoya Institute for Technology</td>
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What tools are available for the private sector and how do we facilitate their use? What standards have been developed to help companies evaluate their preparedness and what are the incentives we can provide to encourage their adoption?

**Discussion (Questions & Answers)**

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<th>Time</th>
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<td>10:20 – 10:40</td>
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10:40 – 12:45  
**Session 4 – Outreach and Partnerships for Promoting and Facilitating Private Sector Emergency Preparedness**  
*Moderator: Dr. Haruo Hayashi, Kyoto University*  

— *Mr. Timothy W. Manning, Deputy Administrator for Protection and Preparedness, FEMA, DHS*  
— *Mr. Kiyoshi Natori, Director for Disaster Preparedness, Public Relations and International Cooperation, Japan’s Cabinet Office*  
— *Mr. Campbell Darby, Director-General, Emergency Management Australia*  
— *Mr. Willem Rampangilei, Deputy Coordinating Minister for Public Welfare, Indonesia*  
— *Professor Haruo Hayashi, Kyoto University*  

What opportunities and areas exist to develop public-private partnerships to promote and facilitate preparedness (e.g. partnerships with existing organizations and industry associations and other APEC fora)? What factors have contributed to the success of preparedness outreach? What are some examples of effective incentives for preparedness and partnering? In what ways can participation in accreditation and certification be encouraged?

**Discussion (Questions & Answers)**

| 12:45 – 12:50 | **Wrap-up and Closing Remarks**  
— *Mr. Masaru Watanabe, APEC Senior Official, Japan MOFA* |

13:20 – 18:00  
**Press at some places**  
**Field Trip to Disaster-affected Coastal Region near Sendai City**  
(Lunch will be provided on the bus)

Approximately 18:00  
**Dismiss at Hotel Monterey Sendai**  
(Flights for Narita leaves Sendai at 8:00 and 16:00 on August 4)