10th CARIBBEAN CONFERENCE ON COMPREHENSIVE DISASTER MANAGEMENT
Nassau, Bahamas
December 4th - December 9th, 2017

"The Road to Resilience Checkpoint 2017 - Building Resilience through Partnerships"

CALL FOR PRESENTATIONS

The Caribbean Conference on Comprehensive Disaster Management (CDM) is the Region's premier event on disaster risk management organized by the Coordinating Unit of the Caribbean Disaster Emergency Management Agency (CDEMA) in collaboration with its partners. The Conference is the Region's largest gathering of professionals and experts in the field of disaster risk management. It is one single space where experts from across priority sectors and key thematic areas meet and share knowledge on best practices.

Comprehensive Disaster Management (CDM) is the region's brand of Disaster Risk Management and contributes to the Sendai Framework for Disaster Risk Reduction (DRR), a blue print for global actions in DRR. In that regard, the Conference is an endorsed regional event of the United Nations International Strategy for Disaster Reduction (UNISDR) and is structured to strategically influence niche audiences, promote good practice, share ongoing research and chart the way forward for the advancement of CDM in the Caribbean

The Conference theme for 2017 is *"The Road to Resilience: CDM Check Point 2017 – Building Resilience through Partnerships"* and the programme will feature the following sessions and events:

- Opening Ceremony
- Plenary Sessions
- Concurrent Sessions
- Panel Discussions
- Round Table Discussions
- Exhibition
- Youth Forum
- Film Festival
- Professional Development Sessions
- Awards Gala and Closing Ceremony
- Charity 5k Walk/Run

Proposals for presentations are invited to be featured at the 10th Comprehensive Disaster Management Conference during the Concurrent Sessions and the Film Festival.

Presentations should be based on the Conference theme and relevant to one of the four (4) Priority Areas of the CDM Strategy 2014-2024:
- Institutional Strengthening
- Knowledge Management
- Sector Mainstreaming
- Community Resilience

TYPES OF PRESENTATIONS

Concurrent Sessions

Paper presentations are invited for the Concurrent Sessions conceptualized around the following themes:

- Integrating Research, Policy and Practice for CDM
- Preparedness, Response and Recovery
- Institutional strengthening within the CDEMA Participating States
- Evidence based decision making for CDM
- Gender and Disaster Risk Management
- ICTs in Disaster Risk Management
- Climate Change in Disaster Risk Management
- Case studies on mainstreaming CDM in the following sectors – Finance and Economic Development, Physical and Environmental Planning, Health Tourism and Agriculture
- Case studies on the social and/or economic impact of disasters
- Case studies of Public/Private Sector Engagement in DRM
- Financing the DRM agenda
- Best Practices in Community Resilience

Presentations will be grouped according to the topic or perspective of the themes. Confirmed speakers will be expected to submit a power point presentation along with their paper ahead of the identified day and session. Each presentation will be limited to 15 minutes and there will be 15 minutes for questions and discussion.

Film Festival

The "Film Festival" has been an integral part of the Conference since 2008. It is an opportunity to showcase the work of disaster management partners and share best practices through the eyes of the camera. The documentaries and short films should be related to the theme of the Conference.

This is customarily an evening activity and is presented in a very relaxed atmosphere. The maximum duration of the documentary is 20 minutes. Each video is preceded by a three (3) minute introduction by the producer or representative and there is an opportunity for a five (5) minute Q & A after each presentation.

GUIDELINES FOR SUBMISSION OF ABSTRACTS FOR CONCURRENT SESSIONS

Prospective presenters should carefully review the information below and then submit their abstract via email. **The deadline for submissions is July 28, 2017 at 11:59pm EST.**

Please include the following information with your submission:
- A brief biographical sketch and author information (Name, degrees / designations, mailing address, email address, daytime telephone numbers, photo)
- Title of presentation (indicating if it would be an oral presentation, if you intend to prepare a written paper or both)
- Summary of presentation (4 -5 sentences summarizing the content of your presentation as well as major points and benefits to delegates)
- Clear identification of the Conference focus area as listed
- Abstract (maximum of 250 words describing **the content of your presentation**)
- Curriculum Vitae
- All submissions must be in electronic format and sent to conferencecoordinator@cdema.org.
- Submissions must be in English
- Abstracts and summaries must be titled and include the author's name, institution/agency and full contact details.
- Confirmed speakers will be required to submit a PowerPoint presentation along with their paper

Commercial presentations will not be accepted.

FILM FESTIVAL
Videos are to be submitted for consideration by sending a link to download the video to conferencecoordinator@cdema.org. **The deadline for submissions is July 28, 2017 at 11:59pm EST.**

SELECTION CRITERIA

An Evaluation Committee will review all abstracts. Selection will be based on the following criteria:
- Direct relevance to and alignment with the list of key conference topics and conference theme, highlighting current trends, lessons learnt and any recommended solutions
- Originality of presentation
- Quality of presentation - submission of a clearly written, well organized abstract that begins with a concise statement of the topic or issue and ends with a substantive conclusion
- Adherence to the submission guidelines outlined above
- Presenter's Qualifications, knowledge and expertise
- Demonstration of best practices and innovation
- Absence of commercial sales content for services or products

AFTER YOUR ABSTRACT IS ACCEPTED

Registration
For each accepted paper, at least one author needs to attend the conference, and present the paper in the assigned session.

All accepted presenters must register for the conference by **September 30th 2017**. Presenters not registered by this date will not be included in the programme and will not have their abstract(s) published in the conference proceedings. Abstract acceptances apply only to the person who submitted the abstract and are not transferable to co-authors.

It is recommended that the presenter(s) commence all travel and accommodation arrangements immediately after receiving notification that the paper is accepted for the conference.

Conference Registration is waived for all presenters on their day of presentation.

Scheduling
The Conference Planning Committee will inform presenters if their abstract was accepted by the August 2017. The Committee will schedule all oral presentations and finalize the programme in October 2017. Presentations will be organized into sessions by topic, and the Committee will make every effort to ensure optimal placement of each speaker.

Presentations may be scheduled any time from the afternoon of Day 1 (Monday 4th December) of the conference through the afternoon of Day 5 (Friday, 8th December), and it is expected that all presenters will be available during any of these time slots. Special scheduling requests will not be accommodated, and presentations will not be moved once scheduling is complete.

In August, an updated schedule-at-a-glance will be posted on the conference website and circulated to accepted presenters via email so they can make note of the day, time and session in which they will be presenting.

SUMMARY OF IMPORTANT DATES AND DEADLINES
- June 9, 2017: Call for abstracts opens
- July 28, 2017: Call for abstracts closes
- August 18, 2017: Notification to Presenters on acceptance
- September 15, 2017: Deadline for the submission of written papers
- September 30, 2017: Deadline for presenter registration for conference
- October 9, 2017: Deadline for submission of PowerPoint
- August 28, 2017: Schedule-at-a-glance is available on the conference website

PUBLICATION

- Accepted abstracts will be reproduced in the conference publications verbatim, therefore it is expected that authors will follow commonly accepted rules of English syntax, grammar, and punctuation. Poorly written abstracts and abstracts not directly relevant to the conference topics will not be accepted.