



FINAL REPORT



THE REGIONAL TRAINING WORKSHOPS IN THE CONDUCT OF VULNERABILITY AND CAPACITY ASSESSMENT (VCA) STUDIES IN CARIBBEAN COUNTRIES



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1.0 Introduction

Environmental Solutions Limited (ESL) was contracted by the Caribbean Community Climate Change Centre (CCCCC) to conduct two vulnerability and capacity assessment (VCA) training workshops in the Caribbean Region. . The purpose of these workshops was to train persons in the Caribbean, in conducting vulnerability and capacity assessments. These assessments would be used to inform the decisions of the policy makers, businesses and civic leaders with respect to sector specific climate change adaptation projects within communities of the Caribbean territories. The primary source document for training was to be *A Guidance Manual for Conducting and Mainstreaming Vulnerability and Capacity Assessments in the Caribbean* which had been prepared for the CCCCC. The course outline for the first workshop followed the sequence of steps as outlined in the Manual.

The VCA workshops were divided into two events, one for the northern Caribbean Islands and a second for the southern territories. The first workshop was held at the Wyndham Garden Hotel, Paramaribo Suriname from April 22nd to 29th, 2013. The Second Workshop was held at the Santo Domingo Hotel in the Dominican Republic from May 29th to June 6th, 2013.

Participants for the southern workshop which was the first to be convened were drawn from Barbados, Dominica, Guyana, Grenada, Saint Lucia, St. Vincent and the Grenadines, Suriname and Trinidad and Tobago. The northern workshop had attendees from Antigua and Barbuda, The Bahamas, Belize, Cuba, Dominican Republic, Haiti, Jamaica and St. Kitts Nevis.

A major contingent from the host country was present in each case - Suriname for the southern workshop, and Dominican Republic for the north. Appendix I lists the participants in the respective workshops.

These workshops took place as a result of grant funding given to the CCCCC in support of the Global Climate Change Alliance (GCCA). The GCCA is a European Union funded initiative

Sections 2.0 and 3.0 below summarise the two training events and their outcome.

2.0 Workshop 1, Paramaribo, Suriname April 22nd – 29th, 2013

The first workshop was held in Suriname for seven days. The first day started with an opening ceremony which was convened by the CCCCC. Dr Mark Bynoe, Snr Environmental Economist and Mr. Joseph McGann, Programme Manager, EU-GCCA Caribbean Support Project, CCCCC, made the opening presentations. They set the context for the programme by describing the climate change imperative for the Caribbean and the EU-GCCA project respectively.

The keynote address was given by the Honourable Minister of Labour for Suriname. The focus was on reinforcing the role of the participants in building capacity to reduce and adapt to the effects of climate change, some of which were already being experienced throughout the Caribbean.

A total of eight (8) Modules were conducted over the 7 day period. The training team comprised:

- Eleanor Jones
- Paul Saunders
- Norman Harris

The Agenda and Course Outline for this workshop are presented in Sections 2.1 and 2.2 respectively. The power point presentations made for each Module are presented in Section 2.3 and the workshop evaluation in Section 2.4.

A CD was prepared with a number of background documents for each participant. These were issued as a part of the materials package to all the participants. A copy of this CD is attached as a part of the final report.

A pre-training questionnaire was circulated to participants ahead of the workshops (Appendix II). The intent was to derive information on the background and expectations of the participants. The findings were to help in shaping the emphases of the workshop sessions.

In Module 1 participants were introduced to the workshop objectives, the scope of the training course and the approach to be followed by the presenters. An ice breaker helped participants to get to know each other through a participatory mode of introduction. A highly interactive approach was encouraged throughout the workshop, and each module had exercises which required group work and presentations. These served to emphasise the need for a team approach to the imperatives of VCA, and to facilitate sharing of country experiences among participants to expand the process of learning.

Mr. Ottis Joslyn, Scientific Officer from the CCCCC with particular responsibility for piloting the VCA methodology and risk assessments in the selected CARIFORUM countries, introduced the Vulnerability and Capacity Methodology, sharing lessons learnt from applying the methodology in selected pilot countries. The importance of appointing an Advisory Council was discussed at length with respect to composition and timing.

Climate Change was the subject of Module II which served to provide participants with the contextual background for conducting VCA toward risk assessment and climate change adaptation (CCA). In the responses to the pre-training questionnaire, a significant proportion of participants expressed the need to learn more about climate change.

In Module III, participants were introduced to approaches for stakeholder mapping and engagement. Risk perception was introduced as an important concept to underpin the desired understanding and behaviour change. The structured approach to identifying key stakeholders and to communicating effectively were other highlights of this module which also examined the sectoral approach to VCA.

Vulnerability and Capacity Assessment were introduced in Module IV through definitions, and the risk assessment process. Case studies were shared and group activity helped to illustrate the key issues.

In Module V, Development of National and Community –Level Risk Profiles was discussed and Hazard Analysis formed the basis of the discussions.

Module VI used a case study approach to presenting the methodology for crafting risk maps. The use of these maps for improved planning and building resilience was discussed.

A field exercise constituted Module VII. Participants had the benefit of a presentation by Professor Naipaul, an outstanding scientist at the University of Suriname who had developed a highly successful and internationally recognised mangrove replanting programme for sections of the Suriname coast which were experiencing accelerated rates of erosion from rising sea level and tidal fluctuations. The project is funded through the Suriname Conservation Foundation and is being carried out by university students under Professor Naipaul's lead. The project included investigations of the density of the mud in the area and the salinity needed to plant mangroves alongside the coastline. A locally based agro-research company Vitotech was contracted under the project to clone the mangrove and deliver 500,000 seedlings. Professor Naipaul made his presentation during the first week of the workshop but was unable to join the field trip; as such, one of his graduate research students who was intimately involved with the project was sent to lead the group to the field site at Coronie and Wegin (Figure 2.1).

At Coronie, the group observed mangrove replanting and the construction of levees as an engineered coastal protection. In wide contrast, the group observed at Wegin, intensive coastal erosion where there was no coastal protection. Attempts were made at Wegin for coastal protection using manmade structures such as tyres etc. but this was ineffective. Wegin is a vulnerable area and has cultural significance as it has a place for worship, a crematorium and open air pyres.



Figure 2.1: Field Trip to Coronie and Wegin

Coronie and Wegin are two contrasting sites which allowed for a comparative analysis of the non-structural approach utilising mangroves, with the construction of dikes was facilitated within the study area. Cost and logistics of the engineered approach was discussed.

The final group assignment was to prepare and present on the final day of the workshop, a vulnerability and capacity assessment report utilising the steps learnt in the workshop and concentrating on a specific sector.

In summary, the workshop was highly interactive and participatory allowing the participants to foster a symbiotic relationship with the facilitators/ presenters. The training approach utilised a number of group activities to facilitate the learning process.

The workshop was closed with an official closing ceremony on the final day led out by the European Union.

2.1 The Agenda

The workshop agenda is outlined below.

REGIONAL TRAINING WORKSHOPS IN THE CONDUCT OF VULNERABILITY AND CAPACITY ASSESSMENT STUDIES IN CARIBBEAN COUNTRIES

Agenda

Suriname - April 22-29, 2013

Day 1 – April 22, 2013

Morning Session – 9:00 am to 12:30 pm

Time.....Topic.....Session Leaders

MODULE ONE - INTRODUCTION TO WORKSHOP

9:00am to 10:30am..... Opening FormalitiesCCCCC

Workshop Objectives Course Outline and ApproachE. Jones

“Getting to know you” - Ice Breaker

10:30am to 11:00am.....BREAK

11:00am to 12:30pm.....Presentation of Lessons Learnt fromO. Joslyn

selected pilot VCA projects, Discussion

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 6:00 pm

MODULE TWO – CLIMATE SCENARIOS – ISSUES FOR DECISION-MAKERS

2:00pm to 3:30pm.....Global, regional and national climate studies.....E. Jones

Potential impact of climate change on sectors and livelihoods

3:30pm to 3:35pm.....BREAK

3:45pm to 5:00pm.....Review of potential interaction with ecosystems and ecosystem
services Context and rationale for mainstreaming adaptation to climate change

5:00pm to 6:00pm.....Group Activity

Day 2 – April 23, 2013

Morning Session – 9:00 am to 12:30 pm

Time.....Topic.....Session Leaders

9:00am to 9:30am.....Group Presentation

MODULE THREE - STAKEHOLDER MAPPING AND ENGAGEMENT

9:00am to 10:30am.....Risk perception exerciseE. Jones

10:30am to 11:00am.....BREAK

11:00am to 12:30pm.....Stakeholder Mapping

Developing an Advisory group at the national level

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 6:00 pm

2:00pm to 3:30pm.....Mapping Decision-making processes - cross-cutting issues, etc.

Identification of national (the Advisory Council) and local stakeholders

Experience of Pilot Countries with Advisory Council (O. Joslyn)

Identification of key sectors - and defining geographic scope of sector

Identification of unit of analysis - spatial e.g. coast, watershed, community, urban, etc.

3:30pm to 3:45pm.....BREAK

3:45pm to 5:00pm.....Identification of key players

5:00pm to 6:00pm.....Group Activity

Day 3 – April 24, 2013

Morning Session – 9:00 am to 12:30 pm

Time.....Topic.....Session Leaders

9:00am to 9:30am.....Group Presentation

MODULE FOUR - DEFINING VULNERABILITY AND ASSESSING CAPACITY

9:00am to 10:30am..... Types of vulnerabilityE. Jones,

P. Saunders, N. Harris

10:30am to 10:45am.....BREAK

10:45am to 12:30pm.....Developing vulnerability checklists and sensitivity matrices

Determining data gathering needs

12:30pm to 2:00pmLUNCH

Afternoon Session – 2:00 pm to 6:00 pm

2:00pm to 3:30pm.....Data gathering Cont'd

Analysing data for building the knowledge base to underpin assessment of vulnerability

- Ecosystems and services
- Social infrastructure
- Sectoral, political and administrative characteristics

3:30pm to 3:45pm.....BREAK

3:45pm to 5:00pm..... Determining approaches to defining study unit

5:00pm to 6:00pm..... Group Activity

Day 4 – April 24, 2013

Morning Session – 9:00 am to 12:30 pm

Time.....Topic.....Session Leaders

MODULE FOUR - DEFINING VULNERABILITY AND ASSESSING CAPACITY CONT'D

9:00am to 9:30am.....Group Presentation

9:30am to 10:30am.....**Module Four Cont'd**.....E. Jones, P. Saunders,
Assessment of institutional capacity for mainstreamingN. Harris
adaptation toward risk reduction

10:30am to 11:00am.....BREAK

11:00am to 12:30pm.....Review of recovery strategies and challenges
Social construction of risk

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 6:00 pm

MODULE FIVE - DEVELOPING NATIONAL AND COMMUNITY LEVEL RISK PROFILE

2:00pm to 3:30pm.....Hazard analysisN. Harris
Damage and loss assessment reports
Community level assessment

3:30pm to 3:45pmBREAK

3:45pm to 5:00 pm.....Sector specific vulnerability assessment

5:00pm to 6:00pmGroup Activity

Day 5 – April 24, 2013

Morning Session – 9:00 am to 12:30 pm

Time.....Topic.....Session Leaders

MODULE FIVE - DEVELOPING NATIONAL AND COMMUNITY LEVEL RISK PROFILE

9:00am to 9:30am.....Group Presentation

9:30am to 10:30am.....**Module Five Cont'd**.....N. Harris

Institutional capacity analysis

Critical facilities assessment

10:30am to 11:00am.....BREAK

11:00 am to 12:30pm.... Risk profiles

Decision- making Interventions

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 3:30 pm

MODULE SIX - PREPARING VULNERABILITY AND RISK MAPS

2:00pm to 3:30pm...Gain an appreciation for organising hazard vulnerabilityN. Harris

and risk data into a graphical map-based format

Use mapping to identify hotspots and priorities for adaptation strategies.

3:30pm to 3:45pmBREAK

3:45pm to 5:00 pm..... Use mapping to assist making interventions into decision-making

5:00pm to 6:00pmGroup Activity

Day 6 – April 27, 2013

Morning Session – 9:00 am to 6:00 pm

MODULE SEVEN - FIELD EXERCISE

Time.....Topic.....Session Leaders

9:00am to 6:00pm.....Engage in a field exercise to apply stakeholder Jones, P. Saunders,
engagement techniques, decision-making, hazard..... N. Harris
analysis and risk perception techniques.

Day 7 – April 29, 2013

Morning Session – 9:00 am to 12:30 pm

Time.....Topic.....Session Leaders

E. Jones, P. Saunders

MODULE EIGHT - PREPARING THE VCA REPORT

9:00am to 10:30am.....Group Activity

Evaluate scenarios in the context of mainstreaming

Identify points of intervention for implementing adaptation strategies

Present recommended steps to facilitate decision-making

10:30am to 10:45am.....BREAK

11:00am to 12:30pm.....Group Activity Cont'd

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 6:00 pm

2:00pm to 3:30pm.....Group Activity Cont'd

3:00pm to 3:34pm.....BREAK

3:45pm to 5:00pm.....Group Presentations

5:00pm to 6:00pm.....Module Evaluation and Closing Remarks

2.2 Course Outline

The course outline for the Workshop is outlined below.

REGIONAL TRAINING WORKSHOPS IN THE CONDUCT OF VULNERABILITY AND CAPACITY ASSESSMENT STUDIES IN CARIBBEAN COUNTRIES

Course Outline

SURINAME - April 22-29, 2013

Overview

The overall approach to the program will involve a *focus on building resilience* through Vulnerability and Capacity Assessment (VCA) and Climate Change Adaptation (CCA) within and among the diversity and similarities of each group of states. It is anticipated that the participants will bring a wealth of experience from their respective countries and from previous participation in the many regional opportunities for sharing of lessons learned and opportunities for capacity building.

The guidance Manual has indicated that the emphasis is on process as opposed to a recipe steps for Mainstreaming. This is important as VCA and adaptation planning cannot be a “one size fits all” mechanism, but one of situation specific applications. The sessions will therefore focus on:

- The types of information that should be gathered
- How to manage relevant stakeholder processes
- Some of the tools that can be used to analyze the information gathered
- Useable products for decision making
- How to organize data into a graphical map-based format (preferably GIS)
- Identifying hotspots and priorities for adaptation strategies
- Prioritising capacity and vulnerability reduction needs.

The Guidance Manual also emphasises that the most important component of the VCA is:

- The social aspect and how people cope with events at present
- Awareness and perception of risk
- Assessments of a community’s strengths and weaknesses

MODULE ONE - INTRODUCTION TO WORKSHOP

This Module will answer the questions “Who are we and why are here”?

Learning Objectives:

1. Understand workshop objectives and projected outcome
2. Get Acquainted with colleague participants
3. Learn lessons from selected pilot VCA projects already implemented

The sessions will entail:

- ✓ Opening Formalities
- ✓ Workshop Objectives
- ✓ Course Outline and Approach
- ✓ “Getting to know you” - Ice Breaker
- ✓ Presentation of Lessons Learnt from selected pilot VCA projects

MODULE TWO – CLIMATE SCENARIOS - ISSUES FOR DECISION-MAKERS

This module will answer the questions: “What does climate change mean for the Caribbean”?

“Why should climate change adaptation be integrated into the development process”?

Learning Objectives:

1. Understanding Climate Change Issues for Decision Making in the Caribbean
2. Global, Regional and National Climate Change Protocols

Sessions will:

- ✓ Set the context and rationale for mainstreaming adaptation to climate change.
- ✓ Discuss global, regional and national climate change issues as well as climate studies/climate change risk for the region and for selected territories.

- ✓ Examine the potential impact of climate change on sectors and livelihoods,
- ✓ Review potential interaction with ecosystems and ecosystem services,

Participants will compile climate risk inventories of past and recent events and review projected climate scenarios.

MODULE THREE - STAKEHOLDER MAPPING AND ENGAGEMENT

This Module will answer the questions “Who is responsible/accountable”? “Who will need to lead the process of mainstreaming? Who should participate”?

Learning Objectives

1. Identify the key players in defining and scoping the VCA.
2. Determine approaches to Stakeholder engagement

Participants will:

- ✓ Undertake a risk perception exercise
- ✓ Engage in Stakeholder Mapping
- ✓ Develop an Advisory group at the national level.
- ✓ Map Decision-making processes - cross-cutting issues, inter- sectoral /institutional challenges, etc.
- ✓ Identify national (the Advisory Council) and local stakeholders
- ✓ Identify key sectors - and define geographic scope of sector -
- ✓ Identify unit of analysis - spatial e.g. coast, watershed, community, urban centre, etc.
- ✓ Identify key players

MODULE FOUR - DEFINING VULNERABILITY AND ASSESSING CAPACITY

This module will answer the questions “What” , “Who” and “Where”?

Learning Objectives

1. Vulnerability defined

2. Determination of data requirements for knowledge base
3. Scoping approaches to vulnerability and capacity assessment

Participants will:

- ✓ Define types of vulnerability
- ✓ Develop vulnerability checklists and sensitivity matrices
- ✓ Determine data gathering needs
- ✓ Analyse data for building the knowledge base to underpin assessment of vulnerability
- ✓ Determine approaches to defining study unit.
- ✓ Assess institutional capacity for mainstreaming adaptation toward risk reduction
- ✓ Review recovery strategies and challenges

Data will include a range of parameters:

- experience of past events - damage and dislocation costs, contributing factors, recovery time and challenges, lessons learnt;
- population characteristics, and settlement patterns – current and projected trends - urbanisation, coastal zone and watershed issues;
- institutional/organisational capacity
- Ecosystems and services
- Social infrastructure
- Sectoral, political and administrative characteristics
- Community characteristics – livelihoods, etc.
- Social construction of risk

MODULE FIVE - DEVELOPING NATIONAL AND COMMUNITY LEVEL RISK PROFILE

This Module will answer the questions “Where”, “What”, “How much loss”?

Learning Objective

1. Constructing and Using Climate Risk Profiles for mainstreaming climate change adaptation
2. Entry Points for Decision-making

Participants will seek to understand how to use

- ✓ Hazard analysis
- ✓ Damage and loss assessment reports;
- ✓ Sector specific vulnerability assessment ;
- ✓ Institutional capacity analysis
- ✓ Community level assessment
- ✓ Critical facilities assessment
- ✓ Economic loss estimates
- ✓ Risk profiles
- ✓ Decision Interventions

MODULE SIX - PREPARING VULNERABILITY AND RISK MAPS

This module will illustrate the spatial dimension of vulnerability and risk - It will seek to answer the questions “where are and what is the extent of exposed elements, and risk factors”?

Learning Objective

1. The value of mapping - static and GIS applications - to management of climate risk
2. Decision entry points

Participants will:

- ✓ Gain an appreciation for organising hazard vulnerability and risk data into a graphical map-based format
- ✓ Use mapping to identify hotspots and priorities for adaptation strategies.
- ✓ Use mapping to assist making interventions into decision-making

MODULE SEVEN - FIELD EXERCISE

This Module will apply practical application of hazard vulnerability and capacity assessment

Learning Objective

1. Application of selected aspects of VCA methodology in an area that has experienced damage and dislocation from climate-triggered events.

Participants will

- ✓ Engage in a field exercise to apply stakeholder engagement techniques, decision-making, hazard analysis and risk perception techniques.

MODULE EIGHT - PREPARING THE VCA REPORT

Learning Objectives

1. The VCA Report must be succinct and serve as a “living document” that is useful for reducing the impact of climate change
2. The report should be continuously reviewed and revised as the environment is dynamic.

Participants will:

- ✓ evaluate scenarios in the context of mainstreaming
- ✓ identify points of intervention for implementing adaptation strategies
- ✓ present recommended steps to facilitate decision –making

2.3 Module Power Point Presentations

The presentations for each Module are below.

2.4 Module Evaluation

Module Evaluations were conducted on the final day of the workshop in Suriname to gather feedback from the participants and to garner their ideas of what the Consultants can do to improve workshop delivery in the future.

Participant feedback and recommendations were particularly useful for the Consultants in preparing for and improving the delivery of the second regional workshop which took place in the Dominican Republic a month later May 29 - June 6th, 2013.

The module evaluation results however revealed that the participants were largely pleased with the overall delivery, the materials prepared and participatory experience that the workshop brought.

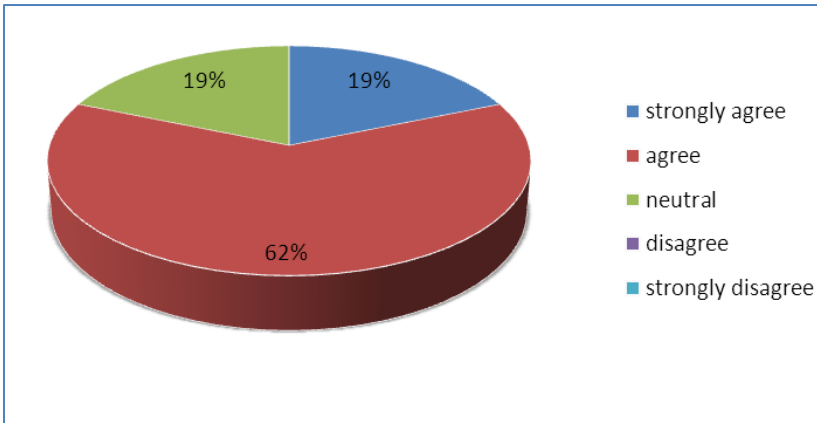
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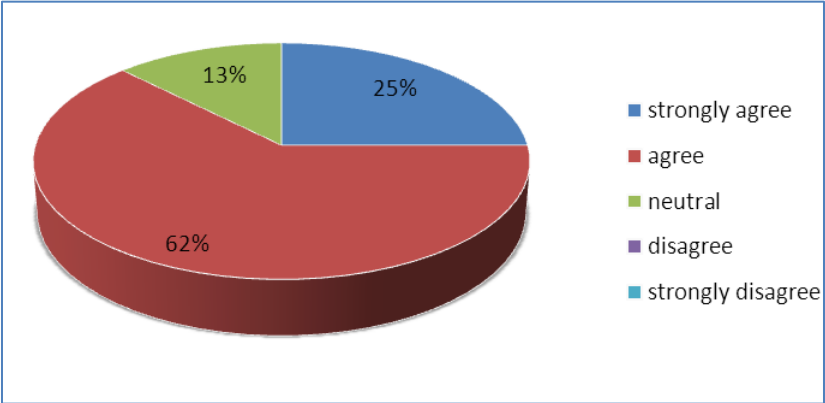
VCA Training Evaluation Results

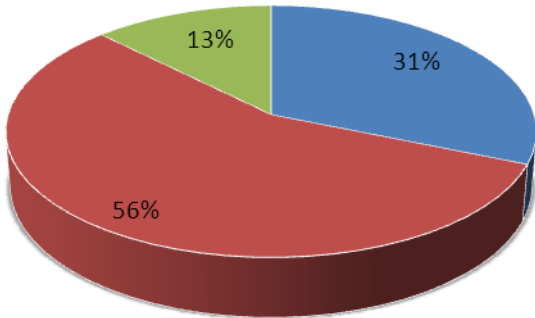
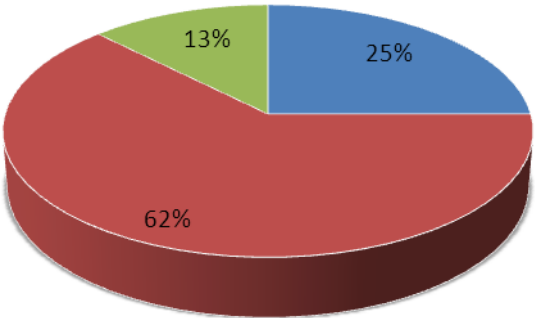
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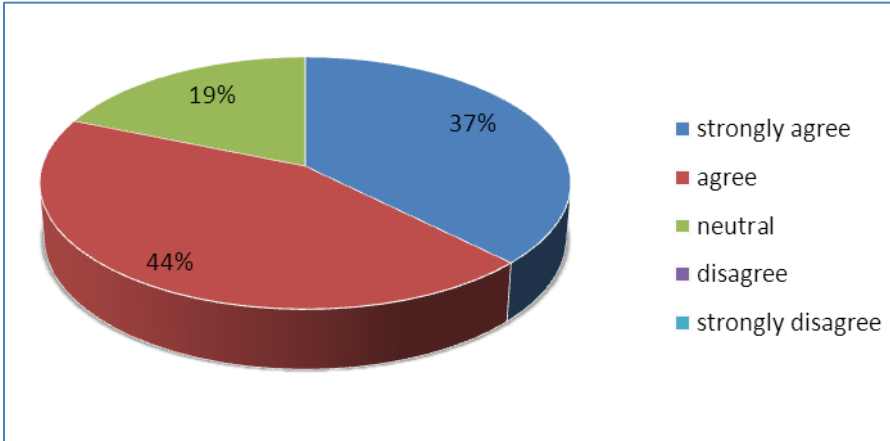
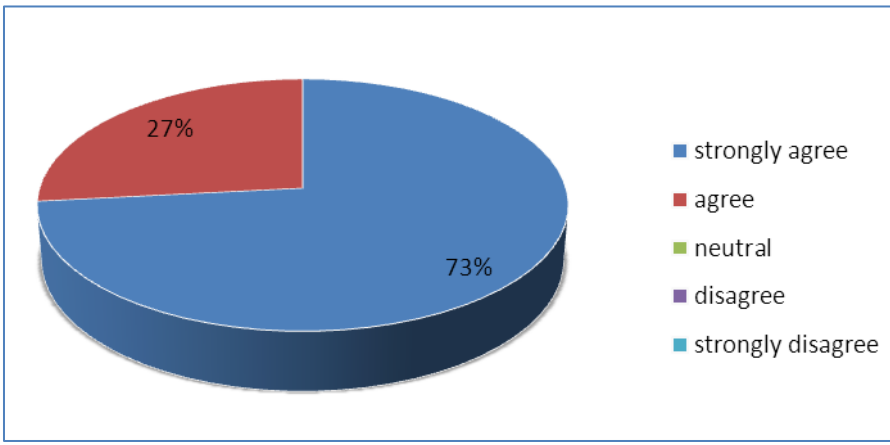
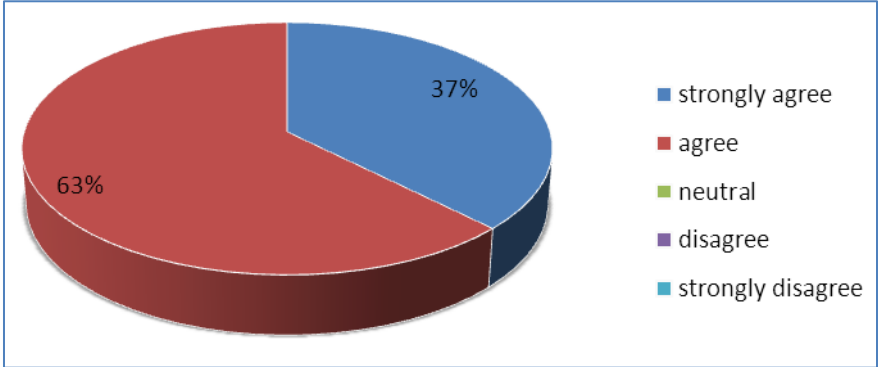
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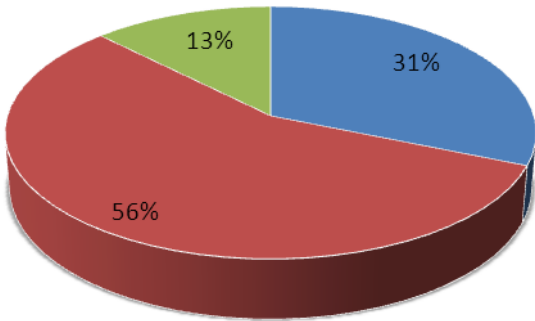
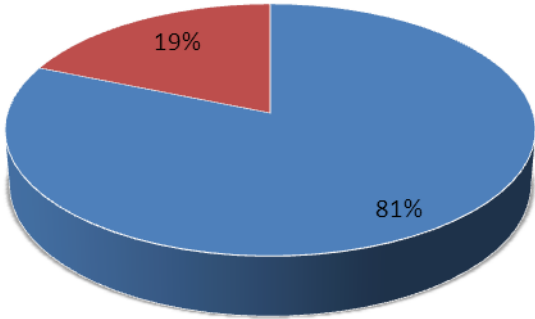
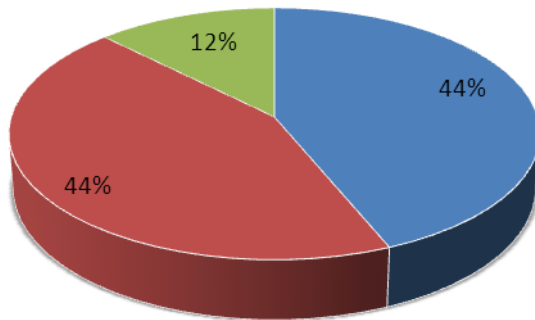
Number of respondents: 16

No.	Question	Response					
1.	The training met my expectations	<div><table><tr><td>strongly agree</td></tr><tr><td>agree</td></tr><tr><td>neutral</td></tr><tr><td>disagree</td></tr><tr><td>strongly disagree</td></tr></table></div>	strongly agree	agree	neutral	disagree	strongly disagree
strongly agree							
agree							
neutral							
disagree							
strongly disagree							

2.	I will be able to apply my knowledge learned	
3.	What new knowledge and skills did you learn at the training workshop	<ol style="list-style-type: none"> 1. How to conduct a hazard analysis, and vulnerability assessment 2. The basic knowledge on preparing a VCA 3. How to put together the advisory group for the VCA. How to approach the stakeholders. The basics for putting together the VCA and what it consists of. Very good tips for data gathering and lots more 4. Knowledge and skills with regards to conducting a vulnerability and capacity assessment: How to determine what and who are vulnerable, data entry points, how to use collected data to get the best results, etc. 5. To conduct a Vulnerability assessment, a capacity assessment and what should be contained in a VCA report 6. The approach to the formulation of an advisory council. Development of risk profiles. Preparation of the table of contents of VCA 7. How to put up an advisory group that can actually get things done 8. How to do a risk analysis and vulnerability capacity assessment, etc. 9. Different approach to VCA 10. The need to a VCA, the definition of a VCA. How to carry out a VCA and the general way in which a person doing a VCA should think

		<p>11. Steps required to do a VCA</p> <p>12. Ability to identify risk was improved especially as it relates to the ripple effects of hazards</p> <p>13. Understanding of the VCA process and methodology</p> <p>14. Subject is not completely new, but the knowledge about it was not in a logical order</p> <p>15. Ways of assessments. Group discussions</p>												
4.	The training objectives for each topic were identified and followed	 <table><tr><th>Response</th><th>Percentage</th></tr><tr><td>strongly agree</td><td>31%</td></tr><tr><td>agree</td><td>56%</td></tr><tr><td>neutral</td><td>13%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	Response	Percentage	strongly agree	31%	agree	56%	neutral	13%	disagree	0%	strongly disagree	0%
Response	Percentage													
strongly agree	31%													
agree	56%													
neutral	13%													
disagree	0%													
strongly disagree	0%													
5.	The content was organized and easy to follow	 <table><tr><th>Response</th><th>Percentage</th></tr><tr><td>strongly agree</td><td>25%</td></tr><tr><td>agree</td><td>62%</td></tr><tr><td>neutral</td><td>13%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	Response	Percentage	strongly agree	25%	agree	62%	neutral	13%	disagree	0%	strongly disagree	0%
Response	Percentage													
strongly agree	25%													
agree	62%													
neutral	13%													
disagree	0%													
strongly disagree	0%													

6.	The materials distributed were pertinent and useful	 <table><tr><th>Response</th><th>Percentage</th></tr><tr><td>strongly agree</td><td>37%</td></tr><tr><td>agree</td><td>44%</td></tr><tr><td>neutral</td><td>19%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	Response	Percentage	strongly agree	37%	agree	44%	neutral	19%	disagree	0%	strongly disagree	0%
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7.	The trainers were knowledgeable	 <table><tr><th>Response</th><th>Percentage</th></tr><tr><td>strongly agree</td><td>73%</td></tr><tr><td>agree</td><td>27%</td></tr><tr><td>neutral</td><td>0%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	Response	Percentage	strongly agree	73%	agree	27%	neutral	0%	disagree	0%	strongly disagree	0%
Response	Percentage													
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neutral	0%													
disagree	0%													
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8.	The quality of instruction was good	 <table><tr><th>Response</th><th>Percentage</th></tr><tr><td>strongly agree</td><td>37%</td></tr><tr><td>agree</td><td>63%</td></tr><tr><td>neutral</td><td>0%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	Response	Percentage	strongly agree	37%	agree	63%	neutral	0%	disagree	0%	strongly disagree	0%
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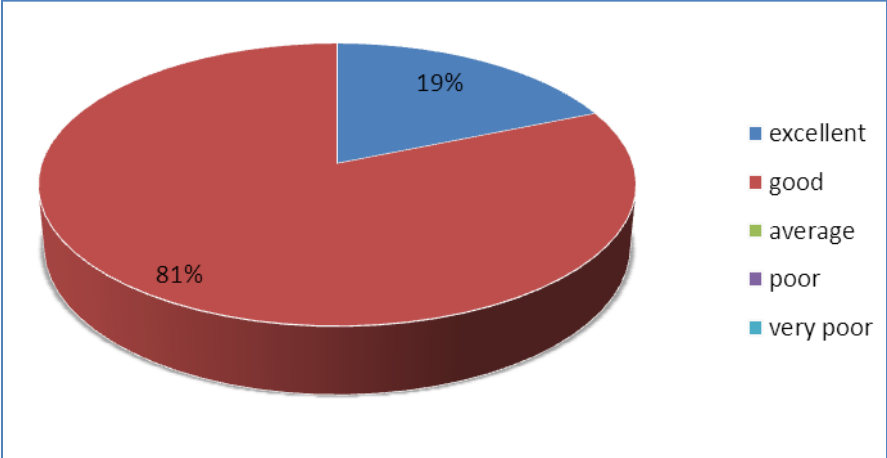
9.	The trainers met the training objectives	 <table><tr><td>strongly agree</td><td>31%</td></tr><tr><td>agree</td><td>56%</td></tr><tr><td>neutral</td><td>13%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	strongly agree	31%	agree	56%	neutral	13%	disagree	0%	strongly disagree	0%
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10.	Class participation and interaction were encouraged	 <table><tr><td>strongly agree</td><td>81%</td></tr><tr><td>agree</td><td>19%</td></tr><tr><td>neutral</td><td>0%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	strongly agree	81%	agree	19%	neutral	0%	disagree	0%	strongly disagree	0%
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11.	Adequate time was provided for questions and discussions	 <table><tr><td>strongly agree</td><td>44%</td></tr><tr><td>agree</td><td>44%</td></tr><tr><td>neutral</td><td>12%</td></tr><tr><td>disagree</td><td>0%</td></tr><tr><td>strongly disagree</td><td>0%</td></tr></table>	strongly agree	44%	agree	44%	neutral	12%	disagree	0%	strongly disagree	0%
strongly agree	44%											
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neutral	12%											
disagree	0%											
strongly disagree	0%											
12.	Workshop training and methods: a) Positives	<ol style="list-style-type: none">1. Training methods2. Group discussions and presentations3. Group work used; participants used VCA methodology; use										

		<p>of case study examples</p> <ol style="list-style-type: none"> 4. Group interaction was great and because the groups were mixed nationalities it made for great discussions, lessons learnt and comparisons 5. Group work was very good and helped with practical knowledge 6. Presentations and discussions 7. Workshop paved the way for participants to become aware of the challenges, opportunities and threats that are involved in such situations 8. Very interesting 9. The fact that groups had different islanders 10. Enough time for discussions and group activities 11. Encouragement of active participation of the trainees. The course content was highly relevant and excellently presented. 12. Trainers were very knowledgeable of the subject areas and their approach and delivery methods were such that the material was easily understood. 13. Group activities. The way how presentations were given. 14. Many of the different aspects of the VCA were presented with enough examples and pictures to really help me to understand the bigger picture. 15. High level of interaction between the participants and facilitators 16. Sharing of experiences during facilitation caused for a better understanding of the subject facilitating
	b) Negatives	<ol style="list-style-type: none"> 1. Daily timespan 2. The days are too long especially for me as a local participant

		<ol style="list-style-type: none"> 3. Too many breaks and for too long 4. Shorter time (up to 4 pm at most) 5. To adequately do a VCA and receive enough training would obviously require more than a week 6. This was too short for the amount of material to cover 7. Too little time to read the training material 8. Individual presenters presented for too long in one session 9. The manual is not as user friendly as was expected, especially when compared with other materials received at the workshop 10. Lots of information in short time for training 11. A lot of different aspects were presented in a short time, which made grasping a little difficult. 12. Did not learn much from group work/ interaction with regards to knowledge sharing. The days were too long. Got information saturation which often led to confusion and loss of relevant information.
	c) Suggestions for improvement	<ol style="list-style-type: none"> 1. Better time management for group presentations 2. Less breaks or shorter breaks so that more time is left for group activities, discussions and sessions, so that the days are not too long 3. increase the time of the course 4. More practice 5. Need to have a longer time for the coverage of the materials e.g. 1 month or so 6. Give training materials a week before training so we can have more time to read about the contents of the training 7. More group sessions; shorter presentations per

		<p>presenter; the final group session should be more practical – the actual preparation of a VCA that can serve as an example for participants to use on their return home.</p> <p>8. Revise the manual and include material distribution at the workshop and make manual easier to understand</p> <p>9. Stick to the time planned for group presentations</p>
13.	What do you feel were not satisfactorily addressed within the training content?	<ol style="list-style-type: none"> 1. VCA implementation and mainstreaming 2. Maybe next training there should or could be use of VCA's conducted for comparison purposes of a 'good' VCA and a 'poorly done' VCA, as reference or example 3. Capacity assessment could have been implemented more and clearly in the group activities 4. I think areas in the VCA need expanding and probably more time should be allotted for this area. 5. The capacity assessment tool was addressed but not in depth 6. Capacity assessment which is grasped but because it was done fast, I did not get the chance to see if the things I grasped were correct. 7. Mainstreaming CCAP into existing policies and new ones
14.	What aspects of the training could be improved?	<ol style="list-style-type: none"> 1. Time management 2. Would be useful to have presentations sent via email to participants at the end of each day so that necessary review can be done and follow up the following day aided 3. Go into greater depth 4. Presenters need to know what colour to use when doing a power point. E.g. yellow does not show well on a white background 5. Longer time period for group activity that were geared towards

		<p>practical outcomes from the course</p> <ol style="list-style-type: none"> 6. The training should include an additional period for actual working on and presentation of a VCA. Could be a period after the training workshop and submission 7. Time allocation for various activities
15.	What questions do you still have about the training?	<ol style="list-style-type: none"> 1. VCA implementation at national vs. local scale 2. Will we have more training to ensure that this does not die? 3. Re: Capacity Assessment : the role of the organization, and more on the capacity for adaptation 4. For the countries with agencies that do not have a list of recorded data, and data system, which approach should be taken towards the VCA?
16.	What do you think could have been done differently about the venue?	<ol style="list-style-type: none"> 1. The venue was ok 2. The venue was an excellent choice 3. Increase duration 4. Was ok 5. Give the power point presentations in the workshop materials because more information is put in the slides than in the manual

17.	How do you rate the training overall	
18.	Other general comments	<ol style="list-style-type: none"> 1. Went from having an idea to knowing what a VCA is to what is involved in doing a VCA. Was a great learning experience! 2. People in charge need to be more sensitive and help people when they are in distress e.g. the Vincentians and Grenadians 3. Presentations should have been sent to participants before the commencement of the training. This would have sped up group sessions. 4. Greater sensitivity of CCCCC to the plight of participants – e.g. Vincentians issue with their luggage. The CCCCC should have readily collaborated with the Surinamese to provide transportation for luggage pick up at the airport.

3.0 Workshop 2, Dominican Republic May 29th –June 6th, 2013

The second Regional VCA Workshop was held at the Hotel Santo Domingo, Dominican Republic on May 29th – June 6th, 2013. A total of nine Modules were conducted over a period of eight days.

The second workshop benefitted from the experience of the workshop in Suriname and from participant feedback. It was reorganised to effect a better flow of information. The first workshop tried to follow the sequence of the manual, but there was somewhat of a disconnect between sections. The revised approach was well-received.

The first day started with an opening ceremony which was led by CCCCC. Opening presentations were made by Mr. Joseph McGann, and Dr Kenrick Leslie. The keynote address was given by Evergito Peña, Administrative-Financial Director of the National Council for Climate Change and CDM, Dominican Republic. The focus was on informing the participants on their role in building capacity to reduce and adapt to the effects of climate change, the effects of which are currently being felt throughout the Caribbean.

Mr. Ottis Joslyn made a presentation on the Vulnerability and Capacity Assessment Methodology which began the first Module. The training team that executed the content in each Module is as follows:

- Eleanor Jones
- Paul Saunders
- Norman Harris

The Agenda and Course Outline for this workshop are presented in Section 3.1 and 3.2 respectively. The power point presentations made for each is Module are presented in Section 3.3 and the Module evaluation in Section 3.4.

A CD was prepared with a number of background documents for each participant. These were issued as a part of the materials package to all the participants. A copy of this CD is attached as a part of the final report.

A field trip was conducted on the sixth day of the workshop and represented Module seven. Participants were taken to the 'Los Humedales del Ozama' (Ozama Wetlands) (Figure 3.1). The site is located in the area of the Ozama River, close to La Barquita. The Ozama Wetlands is a National Park which aims to improve environmental awareness and is seen as the way forward for wetland protection. Arrangements were made for persons from the Ministry of the Environment to accompany the group on the field trip and provide a history of the area and the vision that the Government has for the area. The Ozama Wetlands is the second largest wetland system in the country after the Bajo Yuna and the Ministry of Environment has a systematic control of that area (Figure 3.2).

Arrangements were also made to travel by boat during the visit to observe the vicinity of La Barquita which is a low income community along the Ozama river bank that is very vulnerable flooding.



Figure 3.1: Field Trip to the Ozama Wetlands

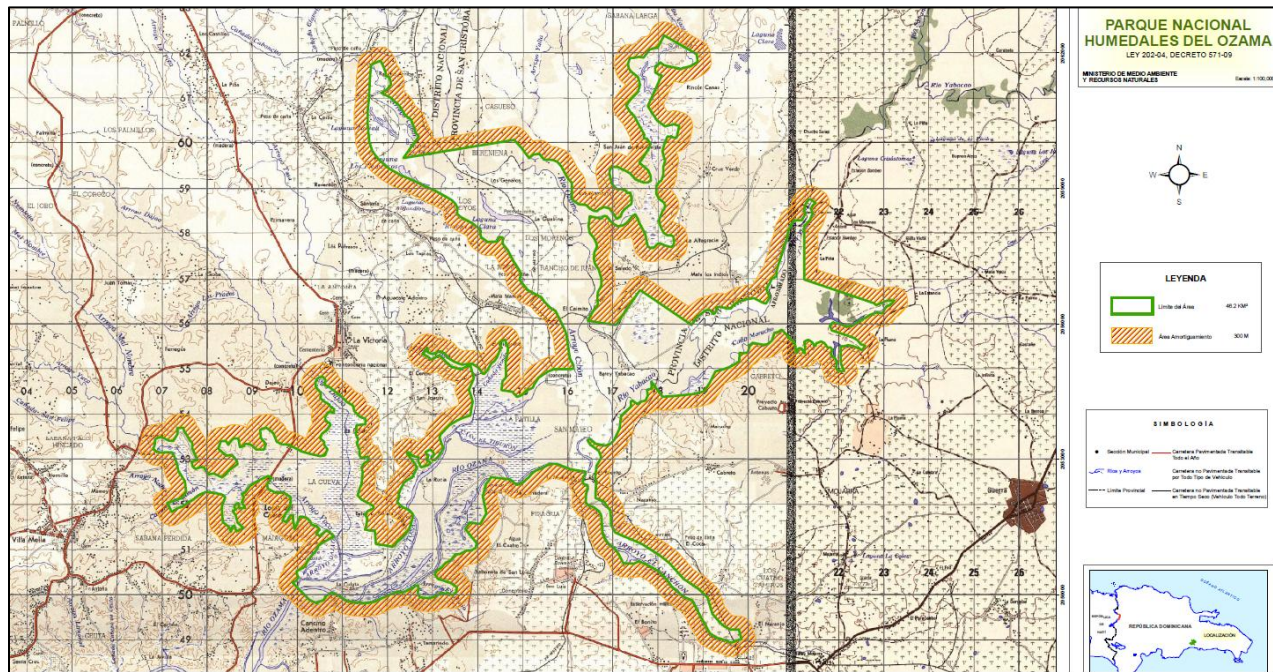


Figure 3.2: Topography Map of The Ozama Wetlands, Dominican Republic (Ministry of the Environment, 2011)

The overall workshop took on a highly interactive and participatory approach allowing the participants to foster a symbiotic relationship with the facilitators/ presenters. The training approach utilised a number of group activities to facilitate the learning process. The final and most significant group assignment was to prepare and present on the final

day of the workshop, a vulnerability and capacity assessment report based on the specific sector that the groups and countries wish to focus on.

3.1 The Agenda

The workshop agenda is outlined below.

REGIONAL TRAINING WORKSHOPS IN THE CONDUCT OF VULNERABILITY AND CAPACITY ASSESSMENT STUDIES IN CARIBBEAN COUNTRIES

Agenda

Dominican Republic - May 29 - June 6, 2013

Day 1 – Wednesday May 29, 2013

Morning Session – 9:00 am to 12:30 pm

Time.....Topic.....Session Leaders

MODULE ONE - INTRODUCTION TO WORKSHOP

9:00am to 10:30am..... Opening FormalitiesCCCCC

Workshop ObjectivesE. Jones

Course Outline and Approach

“Getting to know you” - Ice Breaker

10:30am to 11:00am.....BREAK

11:00am to 12:30pm.....Presentation of Lessons Learnt fromO. Joslyn

selected pilot VCA projects

Discussion

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 5:30 pm

MODULE TWO – CLIMATE SCENARIOS – ISSUES FOR DECISION-MAKERS

2:00pm to 3:30pm.....Global, regional and national climate studies.....E. Jones

Potential impact of climate change on sectors and livelihoods

3:30pm to 4:00pm.....BREAK

4:00pm to 5:00pm...Review of potential interaction with ecosystems & ecosystem services

Context and rationale for mainstreaming adaptation to climate change

5:00pm to 5:30pm.....Group Activity

Day 2 – Thursday May 30, 2013

Morning Session – 8:30 am to 12:30 pm

Time.....Topic.....Session Leaders

8:30am to 9:00am.....Group Presentation

MODULE THREE - VULNERABILITY ASSESSMENT AND THE VCA REPORT

9:00am to 10:30am..... Introducing vulnerabilityE. Jones

10:30am to 11:00am.....BREAK

11:00am to 12:30pm.....Developing vulnerability checklistsP. Saunders

Determining data gathering needs

12:30pm to 2:00pmLUNCH

Afternoon Session – 2:00 pm to 5:00 pm

2:00pm to 3:30pm..... Determining approaches to defining study unit.....P. Saunders

of analysis – coast, watershed

Analysing data and building the knowledge base to

underpin assessment of vulnerability

- Ecosystems and services
- Social infrastructure
- Critical facilities

3:30pm to 4:00pm.....BREAK

4:00pm to 5:00pm..... Group Activity

Day 3 – Friday May 31, 2013

Morning Session – 8:30 am to 12:30 pm

Time.....Topic.....Session Leaders

8:30am to 9:00am.....Group Presentation

MODULE FOUR – HAZARD ANALYSIS AND MAPPING

9:00am to 10:30am..... Hazard analysisN. Harris

Gain an appreciation for organisingP. Saunders

hazard vulnerability and risk data into a graphical map-based

format. Use mapping to identify hotspots and priorities for adaptation strategies.

10:30am to 11:00amBREAK

11:00am to 12:30 pm..... Use mapping to assist making interventions into decision-making

12:30pm to 2:00pmLUNCH

Afternoon Session – 2:00 pm to 5:00 pm

MODULE FIVE - DEVELOPING NATIONAL AND COMMUNITY LEVEL RISK PROFILE

2:00pm to 3:30pm.....Damage and loss assessment reports.....N. Harris

Community level assessmentP. Saunders

Social construction of riskE. Jones

3:30pm to 3:34pmBREAK

3:45pm to 4:30 pm.....Sector specific vulnerability assessment

4:30pm to 5:00pmGroup Activity

Day 4 – Saturday June 1, 2013

Morning Session – 8:30 am to 12:30 pm

Time.....Topic.....Session Leaders

9:00am to 9:30am.....Group Presentation

**MODULE FIVE - DEVELOPING NATIONAL AND COMMUNITY LEVEL RISK PROFILE
CONT'D**

9:30am to 10:30am.....Critical facilities assessment.....N. Harris

Economic units.....P. Saunders

10:30am to 11:00am.....BREAK

11:00 am to 12:30pm.... Risk profilesN. Harris

Decision- making Interventions.....P. Saunders

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 5:30 pm

MODULE SIX - STAKEHOLDER MAPPING AND ENGAGEMENT

2:00pm to 3:30pm.....Risk perception exerciseE. Jones

3:30pm to 3:45pm.....BREAK

3:45pm to 4:30pm.....Stakeholder Mapping - identification of key players.....E. Jones

Developing an Advisory group at the national level

4:30pm to 5:00pm..... Group Activity

Day 5 – Monday June 3, 2013

Morning Session – 8:30 am to 12:30 pm

Time.....Topic.....Session Leaders

9:00am to 9:30am.....Group Presentation

MODULE SIX - STAKEHOLDER MAPPING AND ENGAGEMENT CONT'D

9:00am to 10:30am...Mapping Decision-making processes - cross-cutting issues.....E. Jones

Identification of national (the Advisory Council) and local stakeholders

Identification of key sectors - and defining geographic scope of sector

10:30am to 11:00am.....BREAK

11:00am to 12:30pm..... Group Activity

Identification of unit of analysis - spatial e.g. coast, watershed

Community, urban, etc.

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 5:00 pm

MODULE SEVEN - CAPACITY ASSESSMENT

2:00pm to 3:30pm Assessment of institutional capacity forE. Jones

mainstreaming adaptation toward risk reduction

Sectoral, political and administrative characteristics.....P. Saunders

3:30pm to 3:45pmBREAK

3:45pm to 4:30pmReview of recovery strategies and challenges

Mainstreaming adaptation

4:30pm to 5:00pm..... Group Activity

Day 6 – Tuesday June 4, 2013

Morning Session – 8:30 am to 5:00 pm

MODULE EIGHT - FIELD EXERCISE

Time.....Topic.....Session Leaders

8:30am to 5:00pm.....Engage in a field exercise to apply stakeholderE. Jones,
engagement techniques, decision-making, hazard.....P. Saunders
analysis and risk perception techniques.

Day 7 – Wednesday June 5, 2013

Morning Session – 8:30 am to 12:30 pm

Time.....Topic.....Session Leaders

E. Jones, P. Saunders

MODULE NINE - PREPARING THE VCA REPORT

8:30am to 10:30am.....Group Activity

Evaluate scenarios in the context of mainstreaming

Identify points of intervention for implementing adaptation strategies

Present recommended steps to facilitate decision-making

10:30am to 10:45am.....BREAK

11:00am to 12:30pm.....Group Activity Cont'd

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 5:00 pm

2:00pm to 3:30pm.....Group Work

3:30pm to 4:00pm.....BREAK

4:00pm to 5:00pm.....Group Work

Day 8 – Thursday June 6, 2013

Morning Session – 8:30 am to 12:30 pm

Time.....	Topic.....	Session Leaders
		E. Jones, P. Saunders

MODULE NINE - THE VCA REPORT CONT'D

8:30am to 10:30am.....Group Presentations

10:30am to 10:45am.....BREAK

11:00am to 12:30pm.....Group Presentations cont'd

12:30pm to 2:00pm.....LUNCH

Afternoon Session – 2:00 pm to 3:30 pm

2:00pm to 3:30pm..... Workshop Evaluation and Closing Ceremony

3.2 Course Outline

The course outline for the workshop is outlined below.

REGIONAL TRAINING WORKSHOPS IN THE CONDUCT OF VULNERABILITY AND CAPACITY ASSESSMENT STUDIES IN CARIBBEAN COUNTRIES

Course Outline

DOMINICAN REPUBLIC: May 29 - June 6, 2013

Overview

The overall approach to the program will involve a *focus on building resilience* through Vulnerability and Capacity Assessment (VCA) and Climate Change Adaptation (CCA) within and among the diversity and similarities of each group of states. It is anticipated that the participants will bring a wealth of experience from their respective countries and from previous participation in the many regional opportunities for sharing of lessons learned and opportunities for capacity building.

The guidance Manual has indicated that the emphasis is on process as opposed to a recipe steps for Mainstreaming. This is important as VCA and adaptation planning cannot be a “one size fits all” mechanism, but one of situation specific applications. The sessions will therefore focus on:

- The types of information that should be gathered
- How to manage relevant stakeholder processes
- Some of the tools that can be used to analyze the information gathered
- Useable products for decision making
- How to organize data into a graphical map-based format (preferably GIS)
- Identifying hotspots and priorities for adaptation strategies
- Prioritising capacity and vulnerability reduction needs.

The Guidance Manual also emphasises that the most important component of the VCA is:

- The social aspect and how people cope with events at present
- Awareness and perception of risk
- Assessments of a community’s strengths and weaknesses

MODULE ONE - INTRODUCTION TO WORKSHOP

This Module will answer the questions “Who are we and why are here”?

Learning Objectives:

4. Understand workshop objectives and projected outcome
5. Get Acquainted with colleague participants
6. Learn lessons from selected pilot VCA projects already implemented

The sessions will entail:

- ✓ Opening Formalities
- ✓ Workshop Objectives
- ✓ Course Outline and Approach
- ✓ “Getting to know you” - Ice Breaker
- ✓ Presentation of Lessons Learnt from selected pilot VCA projects

MODULE TWO – CLIMATE SCENARIOS - ISSUES FOR DECISION-MAKERS

This module will answer the questions: “What does climate change mean for the Caribbean”?

“Why should climate change adaptation be integrated into the development process”?

Learning Objectives:

3. Understanding Climate Change Issues for Decision Making in the Caribbean
4. Global, Regional and National Climate Change Protocols

Sessions will:

- ✓ Set the context and rationale for mainstreaming adaptation to climate change.
- ✓ Discuss global, regional and national climate change issues as well as climate studies/climate change risk for the region and for selected territories.
- ✓ Examine the potential impact of climate change on sectors and livelihoods,
- ✓ Review potential interaction with ecosystems and ecosystem services,

Participants will compile climate risk inventories of past and recent events and review projected climate scenarios.

MODULE THREE - VULNERABILITY ASSESSMENT AND THE VCA REPORT

This module will answer the questions “What”, “Who” and “Where”?

Learning Objectives

4. Vulnerability introduced
5. Determination of data requirements for knowledge base
6. Scoping approaches to vulnerability assessment

Participants will:

- ✓ Define types of vulnerability
- ✓ Develop vulnerability checklists
- ✓ Determine data gathering needs
- ✓ Determine approaches to defining study unit
- ✓ Analyse data and building the knowledge base to underpin assessment of vulnerability

Data will include a range of parameters:

- experience of past events - damage and dislocation costs, contributing factors, recovery time and challenges, lessons learnt;
- population characteristics, and settlement patterns – current and projected trends - urbanisation, coastal zone and watershed issues;
- Ecosystems and services
- Social infrastructure
- Community characteristics – livelihoods, etc.

MODULE FOUR - HAZARD ANALYSIS AND MAPPING

This module will illustrate the spatial dimension of vulnerability and risk - It will seek to answer the questions “where are and what is the extent of exposed elements, and risk factors”?

Learning Objective

3. The value of mapping - static and GIS applications - to management of climate risk
4. Decision entry points

Participants will:

- ✓ Gain an appreciation for organising hazard vulnerability and risk data into a graphical map-based format
- ✓ Use mapping to identify hotspots and priorities for adaptation strategies.
- ✓ Use mapping to assist making interventions into decision-making

MODULE FIVE - DEVELOPING NATIONAL AND COMMUNITY LEVEL RISK PROFILE

This Module will answer the questions “Where”, “What”, “How much loss”?

Learning Objective

1. Constructing and Using Climate Risk Profiles for mainstreaming climate change adaptation
2. Entry Points for Decision-making

Participants will seek to understand how to use

- ✓ Hazard analysis
- ✓ Damage and loss assessment reports;
- ✓ Sector specific vulnerability assessment;
- ✓ Community level assessment
- ✓ Critical facilities assessment
- ✓ Economic loss estimates
- ✓ Risk profiles

MODULE SIX - STAKEHOLDER MAPPING AND ENGAGEMENT

This Module will answer the questions “Who is responsible/accountable”? “Who will need to lead the process of mainstreaming? Who should participate”?

Learning Objectives

3. Identify the key players in defining and scoping the VCA.
4. Determine approaches to Stakeholder engagement

Participants will:

- ✓ Undertake a risk perception exercise
- ✓ Engage in Stakeholder Mapping
- ✓ Develop an Advisory group at the national level.
- ✓ Map Decision-making processes - cross-cutting issues, inter- sectoral /institutional challenges, etc.
- ✓ Identify national (the Advisory Council) and local stakeholders
- ✓ Identify key sectors - and define geographic scope of sector -
- ✓ Identify unit of analysis - spatial e.g. coast, watershed, community, urban centre, etc.
- ✓ Identify key players

MODULE SEVEN - CAPACITY ASSESSMENT

This Module will examine the legal, organisational and institutional structures necessary to develop, implement, and mainstream climate change adaptation strategies and plans

Learning Objectives

1. Approaches to assessing capacity for integrating climate change adaptation into risk reduction measures for development planning operations

Participants will:

- ✓ Assess institutional capacity for mainstreaming adaptation toward risk reduction

- ✓ Review recovery strategies and challenges
- ✓ Understand how to use institutional capacity analysis
- ✓ Examine decision Interventions

Data will include a range of parameters:

- ✓ Institutional/organizational capacity
- ✓ Sectoral, political and administrative characteristics
- ✓ Social construction of risk

MODULE EIGHT - FIELD EXERCISE

This Module will apply practical application of hazard vulnerability and capacity assessment

Learning Objective

1. Application of selected aspects of VCA methodology in an area that has experienced damage and dislocation from climate-triggered events.

Participants will

- ✓ Engage in a field exercise to apply stakeholder engagement techniques, decision-making, hazard analysis and risk perception techniques.

MODULE NINE - PREPARING THE VCA REPORT

Learning Objectives

2. The VCA Report must be succinct and serve as a “living document” that is useful for reducing the impact of climate change
3. The report should be continuously reviewed and revised as the environment is dynamic.

Participants will:

- ✓ evaluate scenarios in the context of mainstreaming
- ✓ identify points of intervention for implementing adaptation strategies

- ✓ present recommended steps to facilitate decision –making

3.3 Power Point Presentations

These power point presentations are presented below.

3.4 Module Evaluation

Module Evaluations were conducted on the final day of the workshop in the Dominican Republic to gather feedback from the participants and to garner their ideas of what the Consultants can do to improve workshop delivery in the future.

The module evaluation results however revealed that the participants were very pleased with the overall delivery, the materials prepared and participatory experience that the workshop brought.

Details of the Module Evaluation results are presented below.

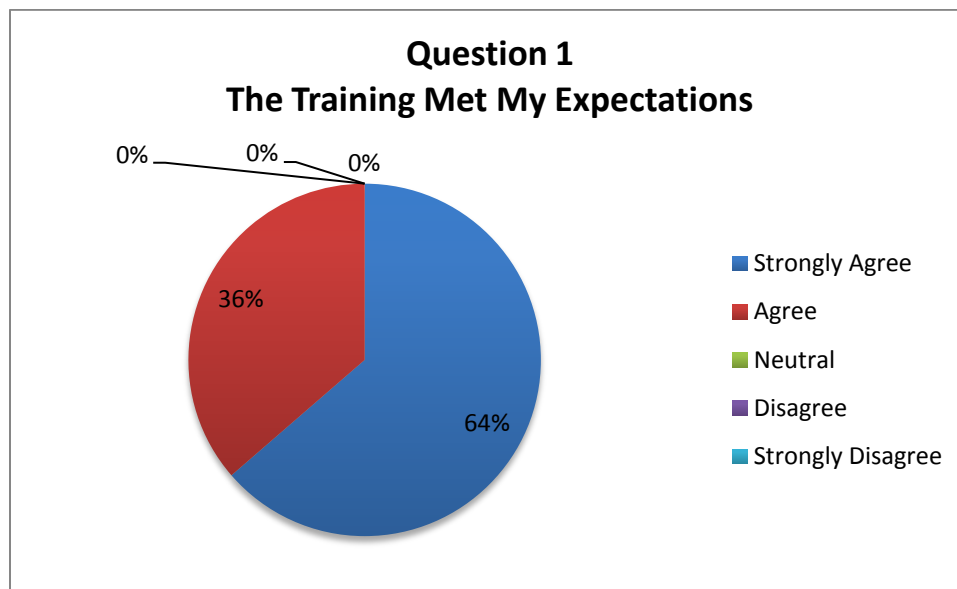
REGIONAL TRAINING WORKSHOPS IN THE CONDUCT OF VULNERABILITY AND CAPACITY ASSESSMENT STUDIES IN CARIBBEAN COUNTRIES

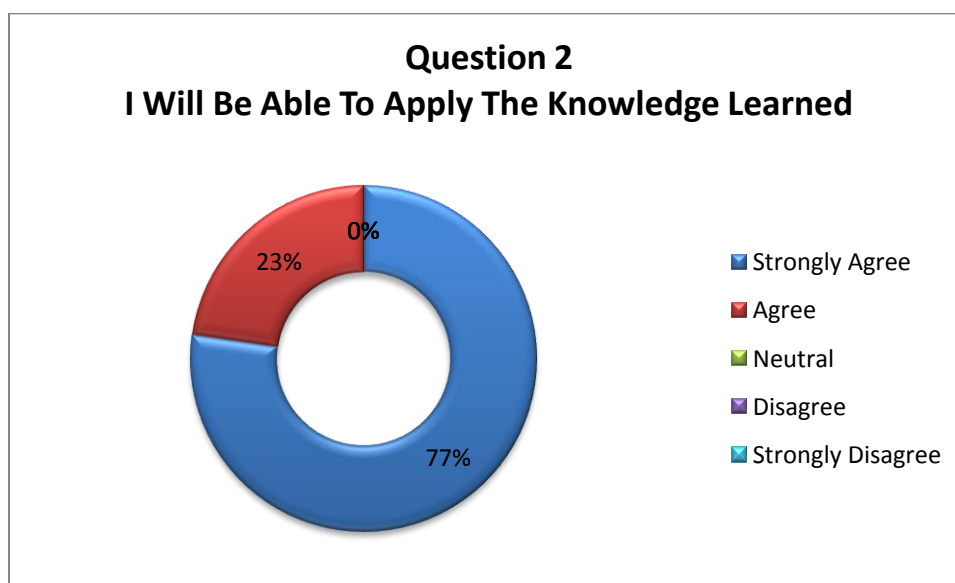
VCA Training Evaluation Results - Dominican Republic

Date: May 29th to June 6th, 2013

Location: Hotel Santo Domingo, Dominican Republic

Number of respondents: 22



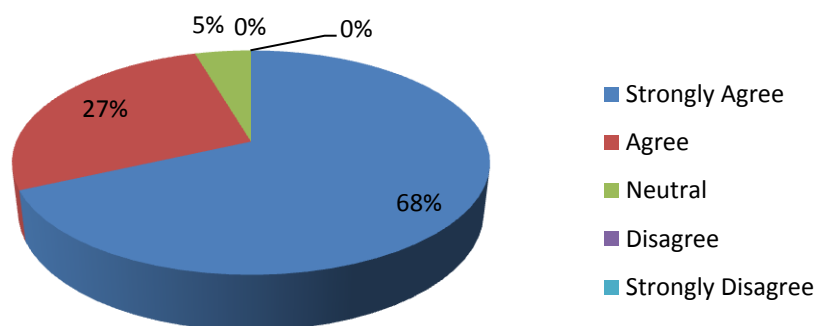


Question 3 – What new knowledge and skills did you learn at the training workshop?

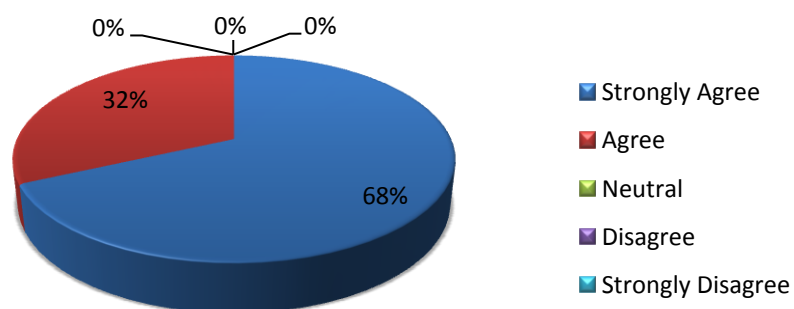
- Different technical vulnerability assessments.
- The interrelation of climate change with all sectors, how to do vulnerability assessment and present it to policy makers.
- Elaboration of vulnerability assessments and capacity assessments, the necessary methods to complete a vulnerability and capacity assessment.
- Learn to identify the vulnerabilities and evaluate depending on the area of study
- Identify the corporal language/ terminology, to know which one to use, how to do a vulnerability and capacity assessment.
- The steps to complete a vulnerability and capacity assessment with a clear and specific order
- In general, I learnt about the elements that need to be considered to formulate and analyse the vulnerability of a sector or region or area and make preferred recommendations.
- The vulnerability assessment, the part of the maps etc.
- The steps for conducting vulnerability and evaluation of capacity, the importance of how the vulnerability and capacity assessment should be presented to decision/policy makers.

- To do a quick evaluation by sectors and critical implementation of adaptation to vulnerability and capacity.
- Visualise better the interrelationship between climate change adaptation and the study of risk management.
- Methodology to insert vulnerability and capacity assessment and capacity assessment in the institution process in a simple and precise manner. Tools to convince our superiors to involve the institution in this process of climate change.
- What is contained in a vulnerability and capacity assessment and how to go about preparing one
- The vulnerability and capacity assessment process can look complicated but with proper planning with stakeholder consultations it can be accomplished.
- Writing up the vulnerability and capacity assessment report and the various components that it entails.
- Knowledge about the entire process of conducting vulnerability and capacity assessments. Also, the need to engage in a multi-sectoral approach when conducting assessments.
- Practically doing assessments: vulnerability and capacity.
- In depth knowledge on climate change. More specifically I learnt how to make the link between climate change and disaster risk reduction. Also mainstreaming of adaptation strategies for climate change in the various sectors.
- vulnerability and capacity assessment
- Step by step procedure in conducting sector based vulnerability and capacity assessments.
- The steps and other details in conducting vulnerability and capacity assessments.
- Learn to do vulnerability and capacity assessment. I had another conception about that so my perception has changed.

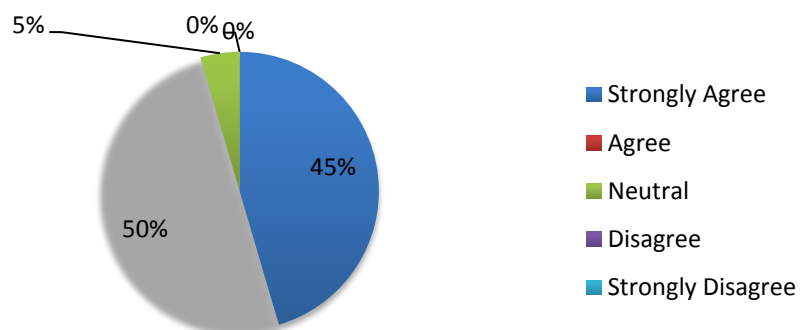
Question 4
The Training Objectives For Each Topic Were Identified And Followed



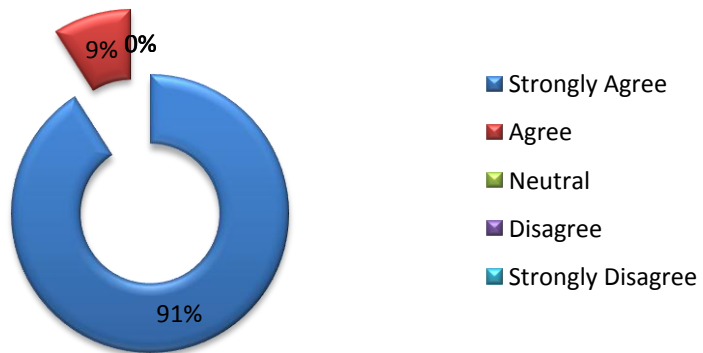
Question 5
The Content Was Organised And Easy To Follow



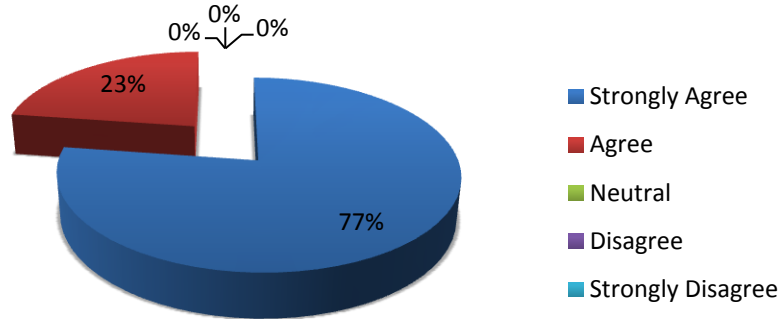
Question 6
The Materials Distributed Were Pertinent And Useful



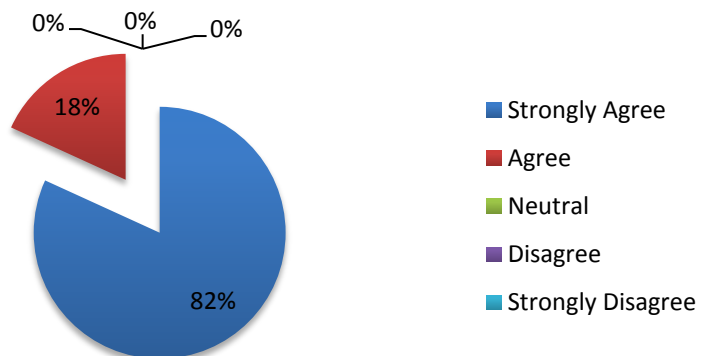
Question 7
The Trainers Were Knowledgeable



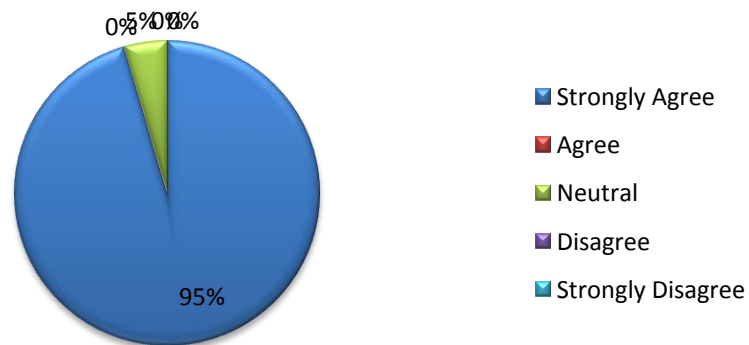
Question 8
The Quality Of Instruction Was Good



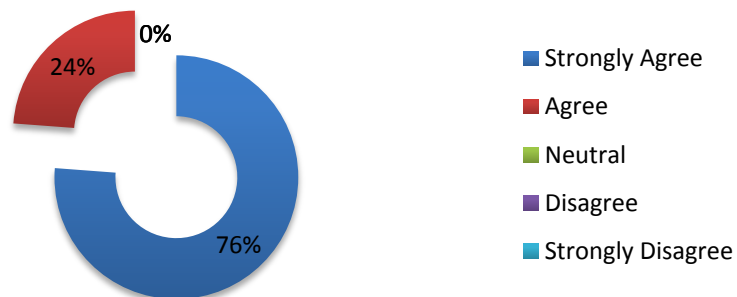
Question 9
The Trainers Met The Training Objectives



Question 10
Class Participation And Interaction Were Encouraged



Question 11
Adequate Time Was Provided For Questions And Discussion



Question 12 a) Workshop training and methods? Positives?

- I like the dynamics of participation.
- The multi-disciplinary nature of the workshop.
- Interactive training.
- Activities everyday that relate with what was being learnt.
- Good presentation, the presenters did very good.

- Very Good! Excellent sending dominant themes and the use of internet to send the documents.
- Punctuality, taking advantage of the time and quality of documents.
- New learning, new persons, objectives and goals to materialize at an institution or country level.
- The importance for our countries to be ready and able to adapt to the climate change impacts, exchange knowledge with other countries.
- A good interaction of the Caribbean countries was met. Acquired a methodology of vulnerability and capacity.
- Group work allowed us to learn new experiences and learn from everybody.
- Trainers were highly capable and great facilitation to transfer the knowledge.
- Group projects allowed participants to apply what was taught.
- Interactive, very professional, updates on recent studies, events, real scenarios. Nine days is good to cover the material, however, it affects our job back home. The course is not cramming!!
- The group work was welcomed and the variety used was good.
- I was impressed with the information-sharing approach. Countries were able to share their experiences.
- Use of real world examples; practical group work – participation; comrade/jovial environment for work.
- The trainers were very professional in the conduct of the training. The group activities were very interactive.
- Trainers know what they are doing!!
- Group activity and field trip.
- The methods that the trainers employed were good and clear.

Question 12 b) Workshop training and methods? Negatives?

- The space was a little bit too small.
- Weakness for the Spanish speakers, It is necessary to translate the manual.
- Need a schedule/timetable, working during holidays and weekends.
- Too intense.
- I would like to see a sample of a real study.
- The manual should be in Spanish which would help the learning process of the Spanish speaking participants.
- Sometimes language is a problem
- Some ambiguity in the instructions on how to perform the group activity.
- Lack of practices and field.

Question 12 c) Workshop training and methods? Suggestions for improvement?

- Find a larger space.
- Have more time because one week is not enough.
- Maybe make the workshop within one week, less time for lunch.
- A little bit of tourist moments for the visitors.
- Translate the VCA manual to Spanish.
- Each country should bring a presentation of implementing this process in their country. This is to say each country should do a mini-training which should enrich the discussion.
- Seating arrangements.
- To shorten the length of the training.
- Although not so critical, consideration could be given to French (Haiti) based on the capability of participants.
- Include and illustrate practical use of climate predicting and GIS software for exercises.

Question 13 – What do you feel were not satisfactorily addressed within the training content?

- Everything met my expectation.
- To manage working days.
- Everything good, some difficulties with the language.
- GIS mapping – it is understood that GIS is a course by itself.
- Data collection and the use of GIS technology.
- The field trip did not provide an opportunity to interact directly with the most vulnerable community (La Baraquita).
- The theme referring to geology and maps

Question 14 – What aspects of the training could be improved?

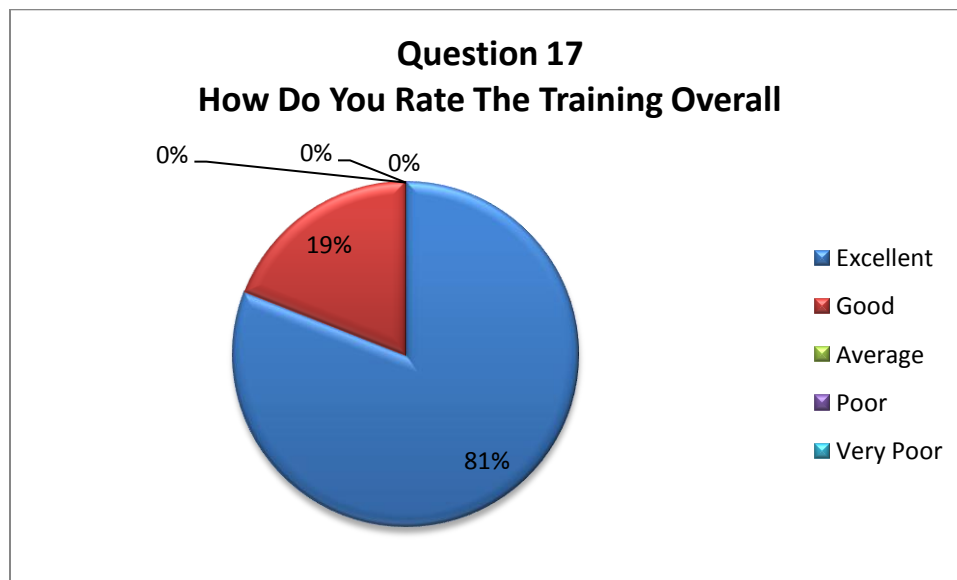
- Examples of socioeconomics, method of how to materialize.
- Everything good.
- Issue of printed presentations to take notes.
- Add some more practical/real exercises instead of hypothetical scenarios.
- More practices.

Question 15 – What questions do you still have about the training?

- When will the next workshop be? What method would be used for the continuity and update of the workshop?
- Where to get resources / funding?
- More training in mapping.

Question 16 – What do you think could have been done differently about the venue?

- Seating arrangement to see the screen directly in front of the person.
- Lunch should have been provided offsite on the field trip and in that way we should have spent all day in the field.
- Venue was good.
- Less food! 😊
- The venue was great.



Question 18 – Other general comments?

- I don't have negative remarks or comments. I like the workshop.
- To do this type of workshop regularly.
- Good presentation and capacity of the instructors.
- I would like the institution to help us get some resources to materialize adaptation in the agriculture sector.
- It is very important to have this type of workshop in our region. It should be repeated. Thanks to the presenters and all the participants.
- The manual in Spanish. The material shared should be in Spanish as well.

- Our emails are available, therefore we can share any updates in vulnerability and capacity assessment.
- Pleased with overall outcome of workshop; successful.
- This was an excellent workshop. A great initiative by the Caribbean Community Climate Change Centre. A job well done by Environmental Solutions Limited and the team.
- Thank you for everything!
- Grateful for the opportunity to represent my country at this workshop. The knowledge gained will be very useful in my regular activities.

Appendix I - List of Participants

List of Participants – Suriname

Name	Country	Institution	Mailing Address	E-Mail Address
Kenny Ward	Barbados	Ministry of Agriculture	Ministry of Agriculture Haggatts, St. Andrew, Barbados	kennyriw@yahoo.com
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Raymond Baptiste	Grenada	Ministry of Agriculture – Chief Land Use officer	Grenada Ministerial Complex Tamteem, St. George Grenada	ramoob@gmail.com
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Maryann Sutherland	Belize	Caribbean Community Climate Change Centre	First Floor Lawrence Nicholas Bldg. Ring Road, P.O. Box 563 Belmopan, Belize	msutherland@caribbeanclimate.bz

List of Participants – Dominican Republic

No	Name	Country of Origin	Email	Organization
1	Jason Williams	Antigua	Jason Williams [jaypwill@gmail.com]	Data Manager/Environment Division/Min of Agriculture, Lands Housing and Environment
2	Philmore James	Antigua	Philmore Abiola James [firstabiola@gmail.com, fisheriesantigua@gmail.com]	Senior Fisheries Officer/Fisheries Division/Min of Agriculture, Lands Housing and Environment
3	Mr. Andrew Harrison	Belize	andrew.harrison@agriculture.gov.bz	Ministry of Natural Resources and Agriculture
4	Mr. Ronald Gordon	Belize	Ronald Gordon [rgordon@hydromet.gov.bz]	National Meteorological Service
5	Jeffrey Simmons	Bahamas	Jeffrey Simmons [jeffreywsimmons@gmail.com, jeffreywsimmons@hotmail.com]	
6	Ida Inés Pedroso Herrera	Cuba	Ida Pedroso [ida@ama.cu, iiph41@yahoo.com]	National Group of Risks Assessment
7	Reynol Pérez Fernández	Cuba	Reynol Pérez Fernández reynol@citma.ltunas.inf.cu, reynol.pfdez@yahoo.com.ve	Provincial Coordinator of Hazard, Vulnerability and Risks Assessment.
8	Johane Auguste	Haiti	Johane [a.johane@yahoo.fr]	Ministry of the Environment
9	Junie Moise	Haiti	MOISE Junie [junielove2004@yahoo.fr]	Ministry of the Environment

No	Name	Country of Origin	Email	Organization
10	Mark Codling	Jamaica	Mark Codling [Mark.Codling@mwlecc.gov.jm, markcodlingjm@gmail.com]	GIS Infrastructure Manager
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12	Mr. Sylvester Belle	St. Kitts Nevis	Sylvester Belle [sylvbelle44@gmail.com]	Chief Conservation Officer, Department of Physical Planning and Environment, Bladen Commercial Development
13	Ms. Cheryl Jeffers	St. Kitts Nevis	jeffers31@gmail.com	Assistant Physical Planning Officer, Department of Physical Planning and Environment, Bladen Commercial Development
14	Juan Salados	Dominican Republic	Ing.jsalado@gmail.com	ONAMET
15	Sigfredo Miranda	Dominican Republic	s.miranda@sectur.gov.do	Ministry of Tourism
16	Jorge Alghieri Casado Reyes	Dominican Republic	jorge.casado@ambiente.gob.do , jorge.alghieri@gmail.com	Ministry of Environment
17	Dominga Zorrilla Ramírez	Dominican Republic	zorrilladigna@hotmail.com	Ministry of Agriculture
18	Enrique Pugibet Baben	Dominican Republic	epugibet@gmail.com; bJOROBADA@yahoo.com	Center for Research in Marine Biology (CIBIMA) / UASD

No	Name	Country of Origin	Email	Organization
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20	Federico Grullon	Dominican Republic	f.grullon@cambioclimatico.gob.do	National Council for Climate Change and Clean Development Mechanism / CNCCMDL
21	Sara Gonzalez	Dominican Republic	s.gonzalez@cambioclimatico.gob.do	National Council for Climate Change and Clean Development Mechanism / CNCCMDL
22	María Ivelisse Cuevas Gomera	Dominican Republic	m.cuevas@bancentral.gov.do , ivelissecuevas83@yahoo.com	Economist, Central Bank of the Dominican Republic
23	Karen Hedeman	Dominican Republic	karenhedeman@gmail.com , k.aedeman@cambiodimatico.gob.do	Technical for Climate change and CDM, National Council for Climate Change and Clean Development Mechanism
24	Zugeilly Coss	Dominican Republic	zugeilly.coss@gmail.com	National Council for Climate Change and Clean Development Mechanism / CNCCMDL

Appendix II – Pre Training Questionnaire

Pre-Training Survey for Caribbean VCA Workshop

Introduction

We are looking forward to delivering the Vulnerability and Capacity Assessment Training (VCA) in the Dominican Republic from May 29 - June 5, 2013. To ensure that this workshop is as useful as possible to you we are kindly requesting that each participant complete this brief survey which will provide background information that the training team will draw on. The survey will take 15 minutes or less to complete. Thank you!

*1. What country do you represent?

- ☐ What country do you represent? Dominican Republic
- ☐ Jamaica
- ☐ Antigua and Barbuda
- ☐ Belize
- ☐ Bahamas
- ☐ Cuba
- ☐ Haiti
- ☐ St. Kitts & Nevis
- ☐ Trinidad & Tobago

2. What sector(s) do you represent? Please check all that apply.

- ☐ Disaster Risk Management
- ☐ Tourism
- ☐ Business (other than tourism)
- ☐ Economic Development
- ☐ Water
- ☐ Agriculture
- ☐ Health
- ☐ Coastal Management
- ☐ Public Works
- ☐ Planning
- ☐ Science/Research
- ☐ Local government
- ☐ Other (please specify)

3. Are vulnerability and capacity assessments to support adaptation planning for climate change currently taking place in your country?

- ☐ Yes
- ☐ No
- ☒ About to start
- ☐ I'm not sure

If yes, which organization/agency is leading this effort?

4. Please list one key goal that you would like to achieve as a result of participating in this workshop.

Please list one key goal that you would like to achieve as a result of participating in this workshop.

5. The training team has broken down the workshop agenda into several modules. For each module please indicate your current level of capacity with this topic area AND your level of interest in learning more about this topic at the training. For each module, please check one of the two answer choices regarding your current level of capacity and one of the three answer choices for your level of interest in training.

	Adequate Capacity	Insufficient Capacity	High Interest in Training	Moderate Interest in Training	Low Interest in Training
Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers)	<input type="checkbox"/> *The training team has broken down the workshop agenda into several modules. For each module please indicate your current level of capacity with this topic area AND your level of interest in learning more about this topic at the training. For each module, please check one of the two answer choices regarding your current level of capacity and one of the three answer choices for your level of interest in training. Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers) Adequate Capacity	<input type="checkbox"/> Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers) Insufficient Capacity	<input type="checkbox"/> Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers) High Interest in Training	<input type="checkbox"/> Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers) Moderate Interest in Training	<input type="checkbox"/> Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers) Low Interest in Training

	Adequate Capacity	Insufficient Capacity	High Interest in Training	Moderate Interest in Training	Low Interest in Training
Stakeholder Mapping and Engagement	<input type="checkbox"/> Stakeholder Mapping and Engagement Adequate Capacity	<input type="checkbox"/> Stakeholder Mapping and Engagement Insufficient Capacity	<input type="checkbox"/> Stakeholder Mapping and Engagement High Interest in Training	<input type="checkbox"/> Stakeholder Mapping and Engagement Moderate Interest in Training	<input type="checkbox"/> Stakeholder Mapping and Engagement Low Interest in Training
Hazard Analysis and Mapping	<input type="checkbox"/> Hazard Analysis and Mapping Adequate Capacity	<input type="checkbox"/> Hazard Analysis and Mapping Insufficient Capacity	<input type="checkbox"/> Hazard Analysis and Mapping High Interest in Training	<input type="checkbox"/> Hazard Analysis and Mapping Moderate Interest in Training	<input type="checkbox"/> Hazard Analysis and Mapping Low Interest in Training
Vulnerability Assessments (national, sectoral, community etc)	<input type="checkbox"/> Vulnerability Assessments (national, sectoral, community etc) Adequate Capacity	<input type="checkbox"/> Vulnerability Assessments (national, sectoral, community etc) Insufficient Capacity	<input type="checkbox"/> Vulnerability Assessments (national, sectoral, community etc) High Interest in Training	<input type="checkbox"/> Vulnerability Assessments (national, sectoral, community etc) Moderate Interest in Training	<input type="checkbox"/> Vulnerability Assessments (national, sectoral, community etc) Low Interest in Training
Conducting Institutional Capacity Assessments	<input type="checkbox"/> Conducting Institutional Capacity Assessments Adequate Capacity	<input type="checkbox"/> Conducting Institutional Capacity Assessments Insufficient Capacity	<input type="checkbox"/> Conducting Institutional Capacity Assessments High Interest in Training	<input type="checkbox"/> Conducting Institutional Capacity Assessments Moderate Interest in Training	<input type="checkbox"/> Conducting Institutional Capacity Assessments Low Interest in Training
Developing National and Community Level Risk Profiles	<input type="checkbox"/> Developing National and Community Level Risk Profiles Adequate Capacity	<input type="checkbox"/> Developing National and Community Level Risk Profiles Insufficient Capacity	<input type="checkbox"/> Developing National and Community Level Risk Profiles High Interest in Training	<input type="checkbox"/> Developing National and Community Level Risk Profiles Moderate Interest in Training	<input type="checkbox"/> Developing National and Community Level Risk Profiles Low Interest in Training

	Adequate Capacity	Insufficient Capacity	High Interest in Training	Moderate Interest in Training	Low Interest in Training
Preparing a VCA Report	<input type="checkbox"/> Preparing a VCA Report Adequate Capacity	<input type="checkbox"/> Preparing a VCA Report Insufficient Capacity	<input type="checkbox"/> Preparing a VCA Report High Interest in Training	<input type="checkbox"/> Preparing a VCA Report Moderate Interest in Training	<input type="checkbox"/> Preparing a VCA Report Low Interest in Training

Other (please specify)

6. From the list of training modules provided below, please check the two topics that you are most interested in learning more about.

	Top Priority	Second Priority
Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers)	<input type="checkbox"/> *From the list of training modules provided below, please check the two topics that you are most interested in learning more about. Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers) Top Priority	<input type="checkbox"/> Climate Scenarios (global/regional/national, climate impacts in Caribbean, issues for decision-makers) Second Priority
Stakeholder Mapping and Engagement	<input type="checkbox"/> Stakeholder Mapping and Engagement Top Priority	<input type="checkbox"/> Stakeholder Mapping and Engagement Second Priority
Hazard Analysis and Mapping	<input type="checkbox"/> Hazard Analysis and Mapping Top Priority	<input type="checkbox"/> Hazard Analysis and Mapping Second Priority
Vulnerability Assessments (national, sectoral, community etc)	<input type="checkbox"/> Vulnerability Assessments (national, sectoral, community etc) Top Priority	<input type="checkbox"/> Vulnerability Assessments (national, sectoral, community etc) Second Priority
Conducting Institutional Capacity Assessments	<input type="checkbox"/> Conducting Institutional Capacity Assessments Top Priority	<input type="checkbox"/> Conducting Institutional Capacity Assessments Second Priority
Developing National and Community Level Risk Profiles	<input type="checkbox"/> Developing National and Community Level Risk Profiles Top Priority	<input type="checkbox"/> Developing National and Community Level Risk Profiles Second Priority
Preparing a VCA Report	<input type="checkbox"/> Preparing a VCA Report Top Priority	<input type="checkbox"/> Preparing a VCA Report Second Priority

Comment (if possible, please specify what aspects of your priority topics you would like to learn more about.

7. On a scale of 1-5 please rate your level of knowledge with respect to conducting vulnerability and capacity assessments for climate change planning.

	5 - I'm an expert	4 - Very knowledgeable	3 - Somewhat knowledgeable	Basic knowledge	1 - New to subject
Level of knowledge	*On a scale of 1-5 please rate your level of knowledge with respect to conducting vulnerability and capacity assessments for climate change planning. Level of knowledge 5 - I'm an expert	Level of knowledge 4 - Very knowledgeable	Level of knowledge 3 - Somewhat knowledgeable	Level of knowledge Basic	Level of knowledge 1 - New to subject

8. On a scale of 1-5 please rate your level of knowledge with respect to conducting institutional capacity assessments.

	5 - I'm an expert	4 - Very knowledgeable	3 - Somewhat knowledgeable	Basic knowledge	1 - New to subject
Level of knowledge	*On a scale of 1-5 please rate your level of knowledge with respect to conducting institutional capacity assessments. Level of knowledge 5 - I'm an expert	Level of knowledge 4 - Very knowledgeable	Level of knowledge 3 - Somewhat knowledgeable	Level of knowledge Basic	Level of knowledge 1 - New to subject

9. How experienced are you with coordinating or engaging different stakeholders in a planning process?

- ☐ How experienced are you with coordinating or engaging different stakeholders in a planning process? Very experienced
- ☐ Somewhat experienced
- ☐ Limited experience
- ☐ No experience

Other (please specify)

*

10. Please list your name, title, organizational affiliation and any dietary restrictions or known allergies.

Please list your name, title, organizational affiliation and any dietary restrictions or known allergies.

Done

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