

**2016 TERMS OF REFERENCE ASEAN MILITARIES READY GROUP
ON HUMANITARIAN ASSISTANCE
AND DISASTER RELIEF (AMRG ON HADR)**

Adopted in Vientiane, Lao PDR on 25 May 2016

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2016 TERMS OF REFERENCE ASEAN MILITARIES READY GROUP ON HUMANITARIAN ASSISTANCE AND DISASTER RELIEF (AMRG ON HADR)

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INTRODUCTION

The Defence Ministers of ASEAN Member States adopted the Concept Paper on ASEAN Militaries Ready Group on Humanitarian Assistance and Disaster Relief (AMRG on HADR) at the 9th ASEAN Defence Ministers' Meeting (ADMM) on 16 March 2015 in Langkawi, Kedah, Malaysia. The Concept Paper in its final form has consolidated the inputs from all ASEAN Member States (AMS), the ASEAN Secretariat and ASEAN Coordinating Centre for Humanitarian Assistance on disaster management (AHA) Centre. It serves as a collective and solid intent to establish an ASEAN military team for quick deployment to support humanitarian assistance and disaster relief (HADR) in a coordinated manner.

PRINCIPLES¹

1. The AMRG² shall be guided by the principles of sovereignty, territorial integrity and national unity of the Affected States in accordance with the ASEAN Charter, Charter of the United Nations, the Treaty of Amity and Cooperation in Southeast Asia, ASEAN Agreement on Disaster Management and Emergency Response (AADMER), The Standard Operating Procedure for Regional Standby Arrangements and Coordination of Joint Disaster Relief and Emergency Response Operations (SASOP).
2. The ASEAN Flag can only be used with the consensus of all ten AMS in AMRG-led HADR operations, even if not all AMS contribute to the particular operation.
3. The AMRG on HADR can be activated and deployed even if not all AMS contribute to the HADR operation. A request to activate the AMRG on HADR will be made by the Affected State.
4. The participation in and contribution to the AMRG on HADR shall be flexible, non-binding and voluntary, and shall be consistent with the rights and obligations of the ASEAN Member States under any existing agreements to which they are parties. AMS can continue to provide assistance to the Affected State bilaterally.
5. The AMRG on HADR shall build on and complement existing mechanisms already in place under the AADMER as the common platform and policy backbone for disaster management in Southeast Asia.
6. The SASOP shall be the main reference document for the implementation of the AMRG.
7. The AMRG on HADR shall, through each AMS's National Focal Point (NFP), work under the coordination of the AHA Centre, in collaboration with other relevant regional and international HADR partners and act in accordance to the guidelines of respective National Disaster Management Offices (NDMO).

¹ Reference to AADMER and SASOP.

² The term AMRG on HADR denotes the grouping of multiple Assisting States from AMS.

8. The AMRG on HADR shall, through its respective NFP, coordinate its HADR operations with the Affected State's NFP in accordance with their national disaster plan³.
9. AMS military assets and personnel involved in HADR operations shall remain under their own national command and control which operate in support of the Affected State to ensure relevancy to the scope and scale of the disasters⁴.
10. The decision to deploy military personnel, assets and other resources shall remain under the prerogative of Assisting State, and upon the request or consent by the Affected State.
11. The decision to terminate the deployment of military personnel, assets and other resources shall remain under the prerogative of Assisting State, or upon the request by the Affected State.
12. The AMRG on HADR shall not carry arms as well as vehicles and items or substances that are non-compliant with the customs and rules of law of the Affected State⁵.
13. The AMRG on HADR must respect the National Laws and Regulations of the Affected State⁶.
14. The Affected State shall exercise the overall direction, control, coordination and supervision of assistance within its territory⁷.
15. AMS military personnel are encouraged to be members of the Emergency Response and Assessment Team (ERAT) in supporting the NDMO of the Affected State in the initial phase of the disaster to strengthen and complement civil-military cooperation.

SCOPE OF ASSISTANCE⁸

16. The AMRG on HADR shall consider, but not limited to, the following form of support in assisting the Affected State:
 - a. Search and Rescue;
 - b. Emergency Medical Aids;
 - c. Distribution of goods;
 - d. Transportation and Evacuations; and
 - e. Exchanging, sharing of expertise, experiences and information.
17. The Affected State shall facilitate the AMRG on HADR the following form of assistance:
 - a. Custom, Immigration and Quarantine (CIQ) assistance to facilitate entry;

³ SASOP Chapter VI Para 12c

⁴ SASOP Chapter VI Para 1b

⁵ SASOP Chapter VI Para 1c

⁶ SASOP Chapter VI Para 19-21

⁷ SASOP Chapter VI Para 25

⁸ SASOP Chapter VI Role of Affected State and Role of the Assisting State.

- b. Initial and subsequent briefs and disaster situation update for the AMRG on HADR;
- c. A national disaster plan;
- d. Direction and coordination, in accordance with the Affected State's national disaster plan;
- e. Scope and military assistance required;
- f. Essential local facilities and services, where possible and available;
- g. Ensure the safety and security of personnel and assets brought into the territory by the AMRG on HADR; and
- h. Other assistance deemed necessary.

STRUCTURE AND ARRANGEMENT

- 18. The AMRG on HADR, when activated, will comprise of military forces from the 10 AMS or a subset of the 10 AMS which will operate in coordination with the Affected State.
- 19. The AMRG on HADR will liaise with the Affected State's military and other relevant local authorities through the respective designated Liaison Officer of AMS.

DESIGNATION OF MILITARY REPRESENTATIVES IN THE AHA CENTRE⁹

- 20. The main role of the military representative is to facilitate coordination and information dispersal between the AMRG on HADR, AHA Centre and Affected State. The proposed functions of the military representative shall be as follows:
 - a. Retain updated information related to AMRG's military assets, capabilities and capacities in providing assistance;
 - b. Establish and maintain liaison with respective NFP of AMS;
 - c. Collate reports amongst AMRG; and
 - d. Facilitate AMRG on HADR operations in the Affected State.
- 20. The proposed designation of the military representative will be one officer from the ASEAN Chairman country with options as follows:
 - a. The military representative will serve one year at AHA Centre; or
 - b. The military representative will be based at respective country and periodically visit AHA Centre. In the event of the deployment of AMRG on HADR, the military representative may be stationed at AHA Centre.
- 21. An additional military representative at the AHA Centre may be appointed on a voluntary basis by any AMS.

⁹ SASOP Chapter VI Para 27

22. AHA Centre shall provide an office and equipment for appropriate working condition, when necessary.
23. The military representative shall have access to AHA Centre facilities in executing the task.
24. The respective TOR for the designation of military representative and the related responsibilities of AHA Centre shall be developed.

DESIGNATION OF LIAISON OFFICERS IN EACH ASSISTING STATE¹⁰

25. For coordination purpose, each Assisting State shall nominate liaison officers based in the Assisting State's home country and a contact person on-site during each HADR operation.
26. These contact persons shall be in communication with the military representative at the AHA Centre, local NFPs and authorities of Affected State with acknowledging NFP's primary role as main coordinator.

INVENTORY OF MILITARY RESOURCES¹¹

27. Each AMS may identify and provide descriptions of the military assets, resources, capabilities and capacities for AMRG on HADR using the relevant template stipulated in SASOP.
28. Each Assisting State may provide, but not limited to, disaster management expertise and technological capabilities such as engineering, communication, logistic and medical.

IDENTIFICATION¹²

29. AMRG on HADR personnel shall be permitted to wear uniforms which carry both national and ASEAN insignia while performing official duties.
30. For the purpose of entry into and departure from the territory of the Affected State, each personnel of the AMRG on HADR shall be issued a personal identity card by the appropriate authorities of the Assisting State in coordination with the Affected State.

SECURITY¹³

31. The Affected State shall ensure the safety and security of personnel, equipment, and materials designated to be deployed in its territory by or on behalf of the AMRG on HADR.

FINANCES¹⁴

32. The Assisting State shall be self-supporting for the duration of the HADR operation in terms of transport, fuel, food ration, water and sanitation, maintenance and communication in order to avoid placing additional stress to the Affected State.

¹⁰ SASOP Chapter VI Para 27

¹¹ SASOP Chapter III Para B

¹² AADMER Art 15 and SASOP Chapter VI Para 15

¹³ SASOP Chapter VI Para 9

¹⁴ SASOP Chapter VI Para 12d

33. The Assisting State will not be obliged to finance operations and resources beyond that necessary for the deployment of its own forces.

34. The designation of the military representatives is a self-funding initiative. Respective AMS shall bear any costs incurred from this initiative.

DEPLOYMENT

35. The duration of the deployment of military resources is to be discussed and agreed by the Assisting State through its respective NFP and the appropriate authorities of Affected State in coordination with AHA Centre, consistent with principle No. 9 of this TOR.

36. The deployment of AMRG on HADR shall be based on three levels according to the period, the needs of the Affected State¹⁵ and the capabilities available from the Assisting States:

Urgent	: Provide specialists for a needs-assessment team to complement ERAT
Immediate	: Deploy among others relevant assets and resources such as carriers, mobile air movement, forklift and fuel, search and rescue team, temporary shelter and field kitchen
Middle and Long Term	: Deploy among others damage assessment team, engineers and heavy machinery for long term recovery

37. The Assisting State is not obliged to deploy all assets that have been designated for the AMRG of HADR. The deployment of assets is subject to the prerogative of each Assisting State.

38. Pre-deployment, deployment and conduct, transition, and redeployment of the AMRG on HADR for HADR operations should be referred to SASOP or any other relevant ASEAN HADR documents.

FUTURE ARRANGEMENTS

39. Representatives from AMS may convene to discuss any necessary arrangements for the AMRG.

40. The future instruments that may be developed include Standard Operating Procedure based on relevant ASEAN documents on HADR.

ADOPTION

41. This TOR shall be subjected to ASEAN Defence Senior Officials' Meeting (ADSOM) Working Group for consideration and submitted to ADSOM for endorsement and subsequently to ADMM for adoption.

¹⁵ Concept Paper AMRG on HADR Para 17

REVIEW MECHANISM

42. This TOR, being an evolving document, can be subject to further review as deemed necessary.