



## TERMS OF REFERENCE

Internship Title : **Disaster Monitoring and Analysis Intern**  
Reporting to : **Disaster Monitoring and Analysis Officer(s)**  
Duration : 6 Months

### BACKGROUND

The Disaster Monitoring and Analysis (DMA) Unit is primarily responsible for operationalising hazard and disaster monitoring activities of the AHA Centre and providing high quality disaster risk level analysis and assessment. The DMA is entrusted to maintain rapport with peer-level officers in Emergency Operations Centres (EOCs), relevant divisions of the National Disaster Management Organisations (NDMOs) and relevant agencies in ASEAN Member States (AMS). Under the ASEAN Agreement on Disaster Management and Emergency Response (AADMER) Work Programme 2021-2025, the DMA Unit implements activities, cooperation programmes, and projects to further improve disaster monitoring, analysis, and assessment in ASEAN, as detailed in the AHA Centre Work Plan 2025. The DMA Unit is also entrusted to prepare reports and analyses to support overall emergency response operations. The DMA Unit has two main tools to support day to day monitoring and analysis of hazards and disasters, namely the ASEAN Disaster Information Network (ADINet) and the ASEAN Disaster Monitoring and Response System (DMRS).

### TASKS FOR THE INTERN:

- Monitoring hazards and disasters in the ASEAN region during duty hours
- Recording disasters in the ADINet
- Support in the database management of ADINet
- Support in the conduct and provision of analyses and reports on significant hazards and disasters in the region
- Support in the planning and implementation of the AHA Centre Work Plan and other related tasks

### EXPECTED OUTPUTS:

- Rectified and completed records in the ASEAN Disaster Information Network (ADINet)
- Data, information, material, and idea to support the improvement of the delivery of core tasks of the DMA Unit and its projects
- As a culmination, produce or contribute to a study about a chosen interest related to the works of the DMA Unit and a report detailing learnings from the internship

### CRITERIAS FOR INTERN:

- Fresh graduate or last semester in a Bachelor's/Master's degree in at least one of the following disciplines: Disaster Management, Early Warning and Risk Assessment, Emergency Management, Disaster Risk Reduction, Geo-hazards, Earth Sciences, Geography, Geomatics, or any relevant subject
- Able to work in at least one of the ten (10) ASEAN Member States
- Able to work virtually, or physically at the AHA Centre office in Indonesia
- Good command of database management, data cleaning, data analysis, and data visualisation
- Knowledge and understanding of concepts pertaining to emergency management, hazards, monitoring, and risk assessments
- Able to operate geospatial, database, and information management software
- Able to operate disaster monitoring and analysis, and emergency management software
- Knowledge about ASEAN and its regional framework in disaster management and AHA Centre is an advantage
- Good command of the English language, both spoken and written

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