

4th CONFERENCE OF THE WATER DIRECTORS OF THE EURO-MEDITERRANEAN AND SOUTHEASTERN EUROPEAN COUNTRIES

10 & 11 December 2007
Ljubljana, Slovenia

Conference Arrangements

1. Structure of Conference

The Conference will take place on Monday December 10 (*Day 1*) and Tuesday December 11 (*Day 2*), 2007.

During the **Day 1 of the Conference**, priority issues of the Mediterranean water agenda will be reviewed and discussed with an emphasis on their recent developments, state-of-play and next steps. The Initiatives/Processes that will be presented during the Day 1 of the Conference are described in the Provisional Agenda (*Agenda Items 2-10*). Briefing papers on each Initiative/Process will be provided to the participants before the Conference.

Participants are requested to review the progress achieved over the last year since their previous Conference in Athens (6-7 Nov. 06) for each of these key water-related policies, Processes, Initiatives and Programmes and to provide specific recommendations for further action so as to further improve their implementation, effectiveness, coordination and synergies among them.

Day 2 of the Conference will be mostly dedicated to the preparation of the proposed **Euro-Mediterranean Ministerial Conference on Water**, planned to be held in 2008 almost ten years after the Turin Ministerial Conference. The structure of the Day 2 of the Conference has been designed to maximize opportunities for detailed discussions on the suggested content, objectives, main themes and modalities of the proposed Ministerial Conference. All country representatives are encouraged to prepare for such contributions providing inputs from their national perspectives and circumstances.

2. Discussions – Interventions

I. Agenda Items 2 - 10:

Following the presentation of each key Regional water-related initiative and process, participants are requested to evaluate the overall progress achieved since last year's meeting and provide specific recommendations and guidance for next steps and further concrete priority action to be implemented, with a view to substantially contribute to **an enhanced coordination and complementarity of all key water-related activities and Initiatives**.

In particular, regarding *Agenda Item 2* on the Mediterranean Component of the EU Water Initiative (MED EUWI), the Euro-Mediterranean Water Directors Forum, serving as institutional support to MED EUWI, will be invited to provide advice and guidance on the next steps to further promote implementation of MED EUWI on country level, and agree on the proposed Work Plan 2008.

The first findings of the study "on the assessment and prospects for cooperation in the Mediterranean water sector", launched by the 13 Water Directors involved in the EMWIS Steering Committee, will be presented during *Agenda Item 10*.

II. Agenda Items 12 - 15:

Agenda Items 12-14 form a distinctive package of sessions dealing with the proposed organisation of a Euro-Med Ministerial Conference on Water. In particular:

Agenda Item 12 will introduce the proposal for the organisation of a Euro-Med Ministerial Conference on Water, in late 2008, as agreed during the previous Conference of the Euro-Mediterranean and SEE Water Directors Forum (Athens, 6-7 Nov. 06) and will elaborate, from a general perspective, on the objectives for such an Event.

Agenda Item 13 will focus on identifying priority water challenges to be addressed by Euro-Med Ministerial Conference on Water. **Country representatives will be asked to assess the already suggested key themes for the Ministerial Conference**, e.g.:

- *Advancing on Effective Water Governance for IWRM and WSS;*
- *Addressing Water and Climate Change with emphasis on management of droughts and floods;*
- *Optimizing Water Financing Instruments with emphasis on innovative mechanisms;*
- *Water Demand Management and Non-Conventional Water Resources; etc*

and to propose additional input, based on the following questions:

- a) Are there any other priority themes that need to be addressed during the Ministerial Conference?
- b) Which of these themes do you consider of top priority for the region needing urgent action?
- c) Which of these themes do you consider of top priority for your country and what are the key actions taken to meet emerging challenges? What are the country responses planned at country level for the next 10 years?

The roundtable discussion will preferably be conducted in the form of an Interactive Dialogue assisted by a facilitator, therefore participants are requested to be readily able to react to the discussion and avoid reading written texts. Each intervention must be no more than five minutes long and should directly address the specific abovementioned questions. Therefore, it would be highly appreciated that **all country representatives would prepare related points and recommendations from their respective national view-points** for the roundtable discussions that will take place under *Agenda Item 13* **that would then be incorporated in a broader regional perspective/context.**

Agenda Item 14 will primarily discuss the contribution of the Euro-Mediterranean and SEE Water Directors Forum to the preparation of the Ministerial Conference and will elaborate on the organisation's modalities, including the coordination mechanism, milestones in the preparatory process, indicative timetable for organisational matters, etc.

Agenda Item 15 will discuss on a Mandate for the Euro-Mediterranean and SEE Water Directors' Forum in the light of developments over the last two years and in view of the Ministerial Conference and its follow up actions. A draft Mandate will be circulated among the participants prior the Conference.

III. Agenda Items 16-17:

Agenda Item 16 will deal with the presentation of some of the most important upcoming Events on water issues, in the Mediterranean, over the next couple of years, such as the 5th World Water Forum (Istanbul 2009), the coming Barcelona Convention's COP (2008), the Saragossa Water Expo (2008); while *Agenda Item 17* will regard the discussion of any other business related to the Conference.

IV. Agenda Items 18 - 20:

Following the presentation of the draft Conclusions, a roundtable discussion will conclude the Conference. The purpose of the roundtable discussion is to provide a forum for commentary, recapitulation and reflection on the Conference as a whole and develop a consolidated set of Conclusions as its final outcome.

3. Guidelines for Presentations

In order to allow time for discussions, all key Presentation of all Agenda Items should not exceed **15 minutes**, except for the 'Welcome' and Item 1 where interventions will be restricted to 5 minutes each.

All Organizations that will make a presentation under an Agenda Item, are kindly requested to **nominate their representative/speaker** that will be delivering the presentation, **to the Conference Secretariat, by 11 November, by e-mail** (secretariat@gwpmed.org).

Powerpoint presentations that will accompany oral interventions/presentations will be in advance stored in the laptop installed in the Conference premises. The laptop will be equipped with MS Office 2003 / Windows XP (No Macintosh). Plugging private laptops will not be possible.

All speakers are kindly invited to send by **28 November, by e-mail** the following material **to the Conference Secretariat** (secretariat@gwpmed.org):

- a **copy of their presentation** (in English or French, in .ppt format) as well as
- a **summary of the presentation** (one page max., in Word format, in English or French) for distribution at the Conference.

The Conference Secretariat will **photocopy** all documents received by this date and make the copies available at the conference venue during the meetings.

4. Poster Presentation

Boards for poster presentation will be available at the Conference venue. The dimensions of the boards will be communicated to any interested party upon expression of interest to the Secretariat.

5. Documentation

Tables for distribution of publications and brochures relevant to the Conference will be available at the Conference venue

Please kindly send **by regular post: printed material, leaflets or other hard copy documents** you wish to disseminate during the Conference, to Ministry of the Environment and Spatial Planning, Department for Organizing Governmental Affairs, SI-1000, Ljubljana, Slovenia, Tel: 00 386 1 478 7352, Fax: 00 386 1 478 7446, c/o Ms Jasna Dolžan, **by 28 November 2007**. Please make sure to send enough copies for all participants (80-100).

THANK YOU!

Following these simple guidelines will help the Conference to run smoothly and will minimize distractions.

For any questions, feel free to call or email to the Conference Secretariat / MED EUWI Secretariat:

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