



**Report of the 4th Steering Committee Meeting of the  
UNEP/GEF Volta River Basin Project: Addressing  
Transboundary Concerns in the Volta River Basin  
and its Downstream Coastal Area**

**28th February 2012, Abidjan, Côte d'Ivoire**

Project Number: 53885

**Final report**

**March, 2012**





First published in Ghana in 2012 by the UNEP-GEF Volta Project.

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The report was prepared by Olumide Akinsola of the UNEP-GEF Volta River Basin Project Management Unit.

**For citation purposes this document may be cited as:**

UNEP-GEF Volta River Basin Project, 2012. Report of the 4<sup>th</sup> Steering Committee Meeting of the UNEP/GEF Volta River Basin Project: Addressing Transboundary Concerns in the Volta River Basin and its Downstream Coastal Area *UNEP/GEF/Volta/PSC.4/2012*

## Executive summary

The 4th meeting of the UNEP-GEF Volta River Basin Project Steering Committee (PSC) was held in Abidjan, Côte d'Ivoire on 28th February 2012. With support from the designated expert from the Côte d'Ivoire, the meeting was chaired by Mr. Charles Biney, Executive Director of the Volta Basin Authority (VBA) and attended by most of the designated members of the Steering Committee comprising Government officials (National Institutional Focal Points for the Project) and representatives of the Implementing Agency UNEP/DGEF, the Executing agency (UNOPS), the Volta Basin Authority. IUCN Representative and other government technical services team in Côte d'Ivoire also attended the meeting as observers.

The main objectives of the 4th meeting of the UNEP/GEF Volta Project Steering Committee were as follows:

- update PSC members on the Project status,
- discuss and agree on the Project 2011 Annual Report,
- discuss and agree on the Project 2012 work plan and budget,
- discuss the implementation of the demonstration Projects as reported by national partners,
- discuss the report of the Project Mid-term evaluation.

Following the opening declaration of the meeting by the Director for Water at the Ministry of Water and Forestry, Mr. N'Guessan Bi Tozan, the meeting received briefings from the PMU and the National Partners on the project status and challenges during the implementation. The UNEP Representative also presented the report of the mid-term evaluation to the PSC.

The project reports presented were extensively discussed and comments received on these reports and especially on the mid-term evaluation report presented by the UNEP representative. In line with the UNEP positions presented, the meeting highlighted the importance to prioritize the finalization of the TDA and the SAP/APN-VB within the available time limit for project completion. It further requested that a follow-up PSC meeting is organised before the end of the year 2012 in order to consider possible extension of the project beyond December 2012.

The decisions and recommendations of the 3<sup>rd</sup> UNEP/GEF Volta River Basin Project Steering Committee meeting are presented in this report.

The Steering Committee also approved the 2011 annual report, the 2012 work plan and budget and requested that the PMU implement the approved 2012 Project Work plan, taking into consideration the amendments from the PSC.

## THE DECISIONS AND RECOMMENDATIONS OF THE UNEP-GEF VOLTA RIVER BASIN PROJECT 4<sup>th</sup> PROJECT STEERING COMMITTEE MEETING

The 4<sup>th</sup> meeting of the UNEP/GEF Volta River Basin Project Steering Committee (PSC) was held on 28th February 2012 in Abidjan Côte d'Ivoire. The Project Steering Committee reviewed the proposed amendments and gave its approval to the following documents:

1. 2011 Annual Project Report
2. 2012 Project Work plan and budget
3. 2011 Project Mid-Term Evaluation Report

The PSC once again noted the challenges experienced during the project implementation and expressed appreciation to the progress made despite these challenges, and subsequently made the following decisions and recommendations:

### **I. To the Project Management Unit (PMU)**

1. **Requests** the PMU to implement the approved 2012 Project Work plan, taking into consideration the amendments from the PSC;
2. **Requests** the PMU to make the finalization of the TDA and the SAP/APN-VB a top priority in view of the limited time available to complete the project and the importance of these activities for the Volta Basin;
3. **Expresses** appreciation with the progress made with the implementation of the demonstration projects, while requesting PMU to equally accelerate actions to complete these demo projects as planned;
4. **Expresses** appreciation for the comments raised by the MTE and recognizes the task before the PMU and National Project partners in order to complete the project as planned; hence urging all project partners to increase their commitments to the project in order to successfully achieve its set objectives of delivering sustainable benefit to the Volta basin;
5. **Recommends** that PMU implement the recommendations of the MTE based upon comments received;
6. **Recommends** that in view of the end of the National Partners MOA agreement, that PMU proceeds with the proposed plan to integrate future support into the development of SAP process as approved in the project work plan;
7. **Recommends** that the approved 2012 Project budget serves as the guide for project implementation;
8. **Recommends** that the MOAs for the implementation of existing Demonstration projects be extended till December 2012;
9. **Recommends** that the PSC meets before the end of 2012 to decide on the need to extend the project beyond December 2012.

### **II. To UNEP and UNOPS**

10. **Requests** that UNEP and UNOPS implement the recommendation of the PSC with regards to the project extension made till December 2012 during the 2011 PSC meeting.

### **III. General observation and recommendation**

The Project Steering Committee expressed sincere thanks to the government and people of Côte d'Ivoire for hosting the fourth meeting and the warm reception during the period of stay.

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## List of abbreviations and acronyms

<b>Abbreviation</b>	<b>Definition</b>
GEF	Global Environment Facility
IUCN	International Union for Conservation of Nature and Natural Resources
KEOC	Kenya Operation Centre
MCA	Millennium Challenge Account
MOA	Memorandum of Agreement
MOU	Memorandum Of Understanding
M&E	Monitoring and Evaluation
PMU	Project Management Unit
PAGEV	Projet d'Amélioration de la Gouvernance de l'Eau dans le Bassin de la Volta
PSC	Project Steering Committee
RPC	Regional Project Coordinator
TDA	Transboundary Diagnostic Analysis
UNEP	United Nations Environment Program
UNEP/GEF	United Nations Environment Program/ Global Environment Facility
UNOPS	United Nations Office for Project Services
VBA	Volta Basin Authority

## 1. Opening of the 4<sup>th</sup> Project Steering Committee Meeting

### 1.1 Opening remarks

1. The 4<sup>rd</sup> Project Steering Committee Meeting of the UNEP/GEF Volta River Basin was held in Abidjan, Côte d'Ivoire on the 28 February, 2012. It was hosted by the Ministry of Water and Forestry of the Republic of Côte d'Ivoire on behalf of the Project Partners and Government of Côte d'Ivoire. The meeting was held back-to-back with the Volta Basin Authority's (VBA) 5<sup>th</sup> meeting of the Experts Committee and the 4<sup>th</sup> Meeting of the Council of Ministers of the VBA held from 23 to 25 February 2012 at the Conference Hall of Nouvelle Pergola Hotel, Abidjan, Côte d'Ivoire.
2. The opening ceremony of the one day meeting, was chaired by the Director for Water at the Ministry of Water and Forestry, Mr. N'Guessan Bi Tozan and had in attendance representatives from other Ministries in Côte d'Ivoire, the representative of UNEP, the representative of UNOPS, the Executive Director and senior Staff of the Volta Basin Authority (VBA), the PSC members from the six basin states of the Volta and the representative of the IUCN Regional Office for West and Central Africa.
3. While delivering his opening remarks, Mr. Hubert Onibon, the Regional Project Coordinator (RPC) of the UNEP/GEF Volta River Basin Project expressed thanks to the government of Côte d'Ivoire for hosting the meeting despite their very busy week before the PSC meeting. He also expressed appreciation to the VBA Executive Director and the Côte d'Ivoire partners for their sacrifice and efforts made to host and be part of the meeting. He submitted that apart from the traditional reports to be presented to the PSC, the project would also be submitting the Mid-Term Evaluation (MTE) Report of the project which highlighted the weakness and strength of the project for the Committee's consideration. He then encouraged the members to come up with informed opinions on these reports.
4. The UNEP representative, Ms. Kelly West highlighted three issues in her opening remarks. She recognized Côte d'Ivoire's environmental leadership and commitments to the GEF-Volta project, especially in the implementation of the Demonstration Project and other similar Convention related project hosted by Côte d'Ivoire; the successful hosting of the Council of the Ministers of the VBA at just the day before the GEF-Volta PSC meeting, especially with the way issues about budget was addressed; and the need to discuss the findings and recommendations of the MTE and agree on a way forward for the project.
5. In his statement, the Executive Director of the Volta Basin Authority (VBA), Mr. Charles Biney thanked the government of Côte d'Ivoire for hosting the PSC meeting and all other VBA Meetings over the week while expressing his thanks also for all the support made available for the meetings. He observed that the 4<sup>th</sup> PSC meeting was the second time of hosting such meeting in Abidjan since April 2010. He then invited all to be precise in their contributions in view of the one day scheduled for the meeting.
6. The Director of Water for the Ministry of Water and Forestry, Mr. N'Guessan Bi Tozan Michel on behalf of the Director of Cabinet expressed his thanks to all members for their solidarity for organising the GEF-Volta PSC in Abidjan after the political crisis. He observed that the meeting is very important for Côte d'Ivoire, because it was coming after the ratification of the VBA Convention and also after the VBA Council of Ministers meeting. He also mentioned that Côte d'Ivoire has recently validated the Institutional framework for Water Resources Management which would be made operational soon with the part of the Volta basin as pilot. He therefore enjoined members at the meeting to make necessary recommendations on the project reports and finally declared the workshop open on behalf of the Minister in charge of water.

## **1.2 Appointment of the Bureau**

7. Mr. Hubert Onibon expressed his thanks to the Director of Water and recommended the Executive Director of the Volta Basin Authority (VBA), Mr. Charles Biney as Chairman for the PSC meeting, the nominated Expert from Côte d'Ivoire, Mr. Albert Goula as Deputy Chairman, while Mr. Olumide Akinsola of the PMU act as the Secretary of the meeting. These proposals were accepted by all participants.

## **1.3 Introduction of participants and Review of Agenda**

8. Participants introduced themselves after which activity the Chairman of the meeting expressed his pleasure at his appointment as Chairman for the meeting. He also welcomed participants and expressed his hope for good deliberation at the meeting.
9. The chair then requested participants to review the agenda. He proposed the presentation of the MTE before the Project Work plan in order to allow countries to comment appropriately. After extensive deliberation on this, he suggested that the Updates on MTE be presented after the annual reports to be followed by the 2011 financial report, national Partners Demo updates and finally the 2012-2013 work plan.



## **2. Key presentations and discussions**

### **2.1 Update of actions taken on recommendations from the 3<sup>rd</sup> PSC meeting**

10. Mrs. Angelika QUAYE presented to the participants the actions taken with respect to recommendations from the 3<sup>rd</sup> Project Steering Committee meeting. Eight recommendations and actions taken by the PMU were presented after which the Chairman requested for comments on these recommendations.
11. After the presentation, there were no comments and the chair noted that many of the key issues would still be extensively discussed during the project report presentation.

### **2.2 Presentation of the 2011 Annual Report**

12. Mr. Olumide Akinsola of the PMU presented to the Steering Committee the annual report for the year 2011. His presentations detailed the achievements of the project and especially the challenges faced during the project implementation. He specifically highlighted the increasing collaborations with the VBA and also the problems encountered with the completion of the TDA. Updates on the progress made with the Demo project implementation were also presented and the challenges where it involved collaboration amongst states reported.
13. While commenting on the Project report, Mr. Benjamin Ampomah from Ghana highlighted some discrepancies in the English and French versions of the report, especially on Page 51 (eng. Version), Table of Staffing; Annex 5.1 page 46 on the Demo project. Many of the countries have no comment on the presentation, while comments for the Demo projects were reserved till after the presentation of the Demo projects by the Countries.

### **2.3 Presentation of Project 2011 financial report**

14. Mrs. Abigail Sackar presented the project financial report for 2011 which included mainly the project expenditure for the year 2011. This was then followed by the presentation on the proposed budget for 2012. In his comment, Mr. Jean-Pierre Houelekou from Benin wondered why the MTE Consultant payment is not in the report. He also noted that Benin cash contribution is not encouraging thereby creating the need for more sensitization of the country and high level authorities and the need to conduct activities in the field.
15. While commenting on the presentation, Ms. Sandrine Sankara raised comment on the delay of transmitting reports by Burkina Faso. She reported that since 2010 it has been observed that people are reluctant to provide reports but that the report of the last transfer made has been submitted in January 2011. On the issue of financial contribution, she also emphasise the need to sensitize the government in order to achieve this objectives. Mr. Ibrahim Lankoande from Burkina Faso Direction of Forest & Fauna was impressed with the amount realised from states at 54%, but suggested that the strategy to secure more contribution be reconsidered. He further remarked that that it should be indicated that MCA manage its fund itself in the report.
16. Mr. N'Guessan Bi Tozan form Côte d'Ivoire corrected the error on the reported cash and in-kind contribution for Côte d'Ivoire as 127,000 instead of 123,000. He also reported the difficulties encountered during the crisis and the problem with securing a means of transportation as planned. He reiterated the planned to visit the project area.
17. Mr. Navon Cisse from Mali also noted the 54% of implementation of contribution is not bad, while Mr. Koffi Volley from Togo expressed concern with the increase in staff payroll in comparison to the project budget. He mentioned that government of Togo has provided 15,000 US Dollars in cash in addition to the Spectrometer bought to screen water in the basin. On the issue raised with financial reporting, he sought the support and understanding of the PMU to achieve this objective.

18. Mr. Onibon responded that the concerns expressed on the MTE cost is understandable and noted that the financial report was generated by UNOPS system which apparently does not include some expenditures. He gave the example of the MTE consultant that was hired and paid by UNEP but not accounted for by the UNOPS financial report. He also commended all countries for their contribution and promised to harmonise the contribution by Côte d'Ivoire based on the comment by the Director of Water. Concerning the MCA issue raised, he responded that the PMU did not receive the amount allocated to the project after several requests. He suggested the figure received from Togo was reported and that this would be corrected if needed.

#### **2.4 Presentation on the Demo Project Status**

19. The Demo Projects status presentations were made by the representatives of the countries present: Benin: Mr. Jean-Pierre Houelekou, Burkina Faso: Ms. Sandrine Sankara; Côte d'Ivoire, Mr. Jerome Kouakou; Ghana: Mr. Benjamin Ampomah, Mali: Mr. Navon Cisse, Togo: Koffi Volley.
20. Ms. Sandrine Sankara recalled that the MCA was proposed to handle the Burkina Faso part of the demo project. She disagreed with the notion that the Government of Burkina Faso was not able to share data and recalled that there were meetings with partners on this issue were MCA explained the delays. She reiterates that the problem was that there were no result to be share as at the time, but confirmed that plans to harmonise the activities are ongoing. She therefore suggested that the statement be deleted form the report. Mr. Ibrahim Lankoande from Burkina Faso also raised concern that the issue is about the spirit of the work and that such statement is not true.
21. Mr. Charles Biney form VBA expressed that the comments raised had been noted and would be addressed.
22. Further on the Demo project 1, Mr. Navon Cisse from Mali reported that the issue of the project blockage was addressed with the support of the PMU, but unfortunately they could not progress with MCA. He recalled that a roadmap was developed, but that since the modelling is being done in Burkina side by MCA the project would need this information before it could proceed. He emphasised that if the model being develop is for Sourou, it is very important to use it for the two countries. He also reported that there are progress with the consultation with IUCN on the need to develop instruments for consultation between the two countries at transboundary level and expressed hope that this would help to address the problems in future. Mr. Charles Biney therefore encourage both parties to discuss and address this issues amicably and in the interest of the project.
23. While giving clarifications to issues that came up after the presentation on the demo projects, Mr. Onibon said that the report noted the reluctance to share information and expressed regret that it was the case. Mr. Ousmane Diallo of IUCN reflected on why there are difficulties in sharing information, and noted that if parties are not sure of information, then it may not be shared. He however suggested that the project should link the GEF-Volta Project Demo Project with the IUCN Project in Mali in order to ensure synergy and help resolve these issues. Mr. Onibon responded that the project is working with IUCN Mali for the establishment of the bilateral committee for Sourou Burkina and Mali.
24. For the implementation of Demo Project 2 in Togo, Mr. Koffi Volley submitted that social issues that concern the population of the area need to be addressed. He also request for clarification on the statement made on the report on page 34 and 35. He equally wanted the copy of the MOU signed with SIAPP in order to be able to make proper reporting to government. In response to these questions, Mr. Onibon said that the translation was to be blamed and agreed to correct this. He explained that the MOA was signed long time ago and payment has been made with SIAPP in consistent with the signed MOA and share with national partners and promised to re-share this if necessary. He reported that the issue of relocation of populations has been settled.
25. While presenting on the Demo Project for Bénin, Mr Jean-Pierre Houelekou positively commend the regional coordination for the commitment to the project. While noting that Bénin is not on

same level with Togo, he reported that the first field visit had been conducted in December 2010 and the result of the field visit shared with stakeholders. He noted that with IUCN support, the pilot actions to be conducted have been agreed. He also reiterated the importance of the demo project for the visibility of National activities and requested for support to make the demo a reality.

26. Mr. Jerome Kouakou from Côte d'Ivoire presented the project updates sharing that the need for account transfer to project area is difficult but being worked on. He reported that the NGOs have raised awareness of the project with populations, and despite the difficulties of accessing the area, about 20 hectares of land have been forested. A member of the NGO representative working in the area also shared concerns about the road accessibility and flooding of the area which prevented regular visits. She also reported that people are worried about repeated promises to intervene in the area and are also desirous of income generating activities as part of the project implementation.
27. Mr. Ampomah from Ghana reported that about 12 hectares have so far been established. He highlighted some challenges faced during the implementation, including access to project activities area, availability of labour and bush fires. He proposed that for 2012, the project plan to conduct the river bank dredging, conduct the study on flow monitoring and socio-economic and also establish the 5 community's fire volunteers.
28. Mr. Onibon responded to the presentation made by restating the project position about the Demo Project staffing in Côte d'Ivoire project that it is better that the driver and secretary be based in the project area and not Abidjan. He noted some general problems cutting across the project implementation to include timely financial reporting. He also responded that the MTE about Côte d'Ivoire is not satisfying because the information made available did not satisfy the evaluator.
29. While making further comments on the project, Mr. Ousmane Diallo from IUCN suggested on the need to incentivised the project implementation, while Mrs. Sandrine Sankara from Burkina Faso further suggested that the project should make efforts to report the level of execution of all activities in future. In responding to these comments, Mr. Onibon recalled that the issue of incentives have been addressed in the past when Mr. Ousmane Diallo was not present and that it has to do with lack of World Bank component made available for similar project (mainly GEF Niger Basin). He also noted that the reporting format adapted for the project does not provide means of indicating some required details of execution as being requested.
30. While Mr. Volley from Togo also felt that it should not be too difficult to indicate which activities have been realised, Mr. Biney of VBA suggested that such implementation levels would be presented during the MTE.

## **2.5 Presentation on the Mid-Term Evaluation (MTE)**

31. Ms. West from UNEP presented the report of the independent evaluation conducted by Ms. Sarah Humphrey. She highlighted the importance of conducting MTE as including the need to take stock, understand the project, and how to suggest future scope for the project. Following her presentation, the following comments were made:
32. Mr. Jean-Pierre Houelekou from Bénin said efforts have been made to encourage awareness of the project contrary to what was reported. He said that Bénin is in favour of extending the project to 2013 so that the demo project could be realised in the countries where they are been implemented.
33. Mrs. Sandrine Sankara from Burkina expressed lack of understanding with the overall rating of the project as itemised in item number 7) on page 9 of the report, she stated that rapid assessment was in relation to the past and that this should address more of how to capitalise the project activities and not on the faults reported. On page 10, the statement about lack of working relationship between Mali and Burkina, and also point 6.1 is embarrassing and very strange in view of several collaborations at different levels. Concerning the need for extension, she said that SAP is very

important to the basin, and to deliver it would require project extension. She suggested that the project should however have a realistic analysis of what extension would be needed. Finally on Page 15, it was reported the PMU devoted lot of time on the project and wondered if this is a constrain on project activities.

34. Mr. Ibrahim Lankoande from Burkina noted that the statement on the evaluation report shows there is a problem between Mali and Burkina and that such statements should be avoided. He observed that the demo project in Burkina was not evaluated despite the partnership agreement; He wondered whether such agreements were not expected to be honoured. He also disagreed with the criteria for rating and concluded that reports of this nature needs to be carefully prepared in future.
35. Mr. N'Guessan Bi Tozan from Côte d'Ivoire suggested that the comment on the need to re-launch the demo project in Côte d'Ivoire is strange because activities were going on at the project level. He also noted that the report failed to draw any link between GEF Volta and VBA on the ground. Mr. Jerome Kouakou of Côte d'Ivoire also suggested the need to update many of the conclusions arrived at by the report.
36. Ghana representative agreed that several activities were overlooked in the report. On the project extension, he said that PMU should provide ideas on what is required and that PSC have to be specific on this. He also said that the relationship between the SAP and the Master-plan has to be addressed in order to avoid repetition.
37. Mali representative is of the view that the level of collaboration between Mali and Burkina need to be recognised. He confirmed that the modelling is not the only tools but that with GEF support there are other transboundary arrangements that are ongoing between the two countries. He said that the report did not address very well the link between the issue of contribution and ownership. He is of the opinion that that counterpart mobilization is different from ownership.
38. Mr. Wohou Akakpo from Togo congratulated the consultant and noted that the document indicated the need for more work to be done and therefore the need to extend the project. Mr. Volley agreed with Burkina representative on the need to have clarification on what is required of the project. He also noted that the criteria for evaluation are not defined in French. In addition to other comments raised, he noted that the project activities need to be extended but that the activities have to be specified.
39. Mr. Diallo from IUCN expressed concern on the wordings and noted that this had to do with the translation. He observed that the period of evaluation is not stated and wondered if PMU is involved in the MTE TOR drafting. He also noted that the recommended solutions to constraints are not categorised. He also indicated lack of definite statements on SAP and how to link VBA with this process. He concluded that recommendations 4 and 5 are either not relevant to present realities or not clear.
40. In his response, UNOPS representative, Mr. Patrick Fruchet reported that UNOPS ensures financial and administrative assurance for the project and mentioned that there would be no cost extension if after 2012, but that it would add cost to the countries in terms of staff time etc. UNOPS amount of funding will not increase, he added that since it has already been decided to extend to end 2012, the issue is whether the PSC is ready to extend till 2013.
41. After several deliberation on these issues, UNEP representative shared UNEP position that based on the recommendation from the MTE, UNEP is able to continue with the project. She also emphasised that no cost extension has cost to the countries in term of time, and also in term of project management.
42. Mr. Onibon expressed thanks for frank discussion on the MTE and noted that the consultant made her analysis based on the comments provided. He noted that email was sent to Côte d'Ivoire but no response was received during this period and that the consultant work started in June but

finalised in November. He observed that the issue of using national account at VBA as counterpart for GEF-Volta is a matter of strategy that needs to be looked at. On whether the PMU or the project contributed to the evaluation, he said that the consultant presented the report and that the project together with UNEP and VBA submitted a management response in December 2011. He noted that the next stage was to share the report with PSC members. On the extension of the project, he agreed on the need to agree on realistic time for TDA/SAP completion but that based on past experience, it would be very difficult.

43. Mr. Biney in his submission suggested that the document be updated with the comments made by the countries and also the PSC report reflect same. He noted that specific comments have been addressed by UNEP and wanted PSC members to address UNEP question on whether the recommendations are enough to move the project to moderately satisfactory and also if the PSC would like to take the project beyond 2012. Mr. Diallo of IUCN expressed reservation about the response from Mr. Onibon on the co-funding but also noted that since VBA has to implement the SAP it would be difficult for the PSC members to make commitments on behalf of VBA. He was of the view that if the extension has no cost implication and the partners would not provide additional funding there should be no reason not to extend the project if need be.
44. UNEP confirm that GEF would not be injecting addition fund for the extension and that GEF would be able to consider funding of SAP if it's of specific standard. He submitted that the plan is not to request additional funding from countries. At this stage, UNOPS representative asked if the members can make the project much better to implement. In his response to this Mr. Onibon said the countries have indeed made commitments to the project. Mr. Volley from Togo said that the interest is to achieve the project objectives and that Togo would be interested in first to extend the project and then later see how to support the implementation at national level. Mr. Timbuktu from VBA noted that since extension has been granted till December 2012, we need to see how that plays out. Bénin, Mali, Côte d'Ivoire, and Ghana equally agreed with the need to finalise the ongoing implementation based on what would be delivered by the end of 2012.
45. Mr. Biney concluded the discussion by recalling that all countries want some extension with some specific dates while most would like to see the details of what would be implemented in order to fully appreciate the required extension.

## **2.6 Presentation of the Project 2012 Work plan**

46. Mr. Onibon made the presentation on the project work plan for the year 2012 with emphasis on the key activities to be delivered during the year. In his comment, Mr. Ibrahim Lankoande from Burkina responded that the presentation is focused as presented and noted that the specific objective 1 need to be revised while more effort should be placed on Specific objectives 2 and 3. He observed that the timeframe is not stated but convinced the project will gain time if focused on Specific Objectives 2 and 3. Mr. N'Guessan Tozan from Côte d'Ivoire also agreed that with the planned extension the project can achieve the planned objectives.
47. Mr. Volley from Togo also suggested that the project should focus its activities on key issues since the budget presented is very clear on activities and that the project should focus on the Specific Objectives 2 and 3.
48. UNEP representative said the concerns are to see improvement on activities planned. In this regard, she suggested the PSC to meet before the end of 2012 to approve if necessary any need to extend the project to 2013. She also expressed desire to see a clear plan of what would be implemented in Bénin as regards the Demo Project, a final TDA document as well as progress with SAP development toward the end of 2012.
49. Following the request for comments from Mr. Biney, Mr. Jacob Tumbulto and Mr. Diallo observed that the main issue is the time factor in view of highlighted activities for 2012 and 2013. They noted that it would take more time to deliver based on past experiences. Mr. Onibon responded that PMU shared the concerns expressed and highlighted that the most important



activities is to finalise SAP and advance with demo projects. He opined that the evaluation would be a good guide to achieve this objective. He also noted the UNEP positions and expressed PMU intention to achieve these goals with the supports of everyone.

### **3. Recommendations and closing remarks**

#### **3.1 Recommendations**

50. The PSC members approved the documents (Project 2011 report, 2012 work plan and budget) presented to it, including the report of the MTE which was discussed in detail. It also agreed to the implementation work plan until December 2012. It further requested for the convocation of another PSC meeting before December 2012 in order to consider the need to extend the project beyond December 2012. More details of the recommendations are included above in this report.

#### **3.2 Closing remarks**

51. In concluding the meeting, Mr. Onibon submitted that with UNEP position, there is no need to discuss the extension till 2013 again even though some activities have been proposed till 2013. He further recalled that UNEP has restated that they are comfortable with the project implementation till end of 2012 during which the SAP has to be underway. He further agreed to organise a PSC meeting before the end of 2012 in order to conclude on the need to extend till 2013 if necessary.
52. Mr. Biney finally suggested that all these conclusions be noted in the PSC meeting report and that appropriate recommendation be extracted for circulation and adoption in view of the time during the meeting day. Olumide Akinsola then shared the drafted recommendations with UNEP for comments before circulating to all other members. The meeting concluded with the expression of thanks and appreciation to the host country and participants for support despite the tight agenda of the meeting.



## **4. Annexes**



#### 4.1 Annex A: List of participants

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## 4.2 Annex B: Meeting agenda

Time	Activity	Responsible
08:00 – 09:00	Arrival and registration	PMU and National partners
09:00 – 09:45	Opening remarks	Regional Project Coordinator Representative of UNEP VBA Executive Director Ministers in charge of Environment and water
09:45 – 10:00	Appointment of the Bureau of the meeting Review and Agreement of meeting Agenda Introduction of Participants	All participants
10:00 – 10:15	Update on actions taken on recommendations from the 3 <sup>rd</sup> Project Steering committee meeting	Angelika Quaye
10:15 – 10:30	Tea/Coffee Break	
10:30 – 11:00	Presentation of the 2011 Annual Report	Olumide Akinsola
11:00 – 11:20	Presentation of the Project work plan for 2012 and 2013	Hubert Onibon
11:20 – 11:50	<ul style="list-style-type: none"> <li>• Presentation of the Financial Report</li> <li>• Revised Project Budget 2012/2013</li> <li>• Other Project Financial issues</li> </ul>	Abigail Sackar
11:50 – 13:00	Discussions	All participants
13:00 – 14 :45	Lunch	
14:45 – 15:15	Summary presentation of MTE report	Kelly West
15:15 – 16:00	Discussions	All participants
16:00 – 16:30	Update on the Volta basin TDA Process and discussions	Hubert Onibon
16:30 – 16 :45	Tea/Coffee Break	
16:45 – 17:30	Adoption of the draft decisions and recommendations	All participants
17:30 – 18:00	AOB & Administrative matters	All participants
17:45 – 18:30	Closing remarks	Regional Project Coordinator Representative of UNEP VBA Executive Director Ministers in charge of Environment and water