

**Report of the 2nd Steering Committee Meeting of the
UNEP/GEF Volta River Basin Project: Addressing
Transboundary Concerns in the Volta River Basin
and its Downstream Coastal Area**

7-8 April 2010, Abidjan Côte d'Ivoire

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Final report

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Executive summary

The 2nd meeting of the UNEP-GEF Volta River Basin Project Steering Committee (PSC) was held in Abidjan, Côte d'Ivoire on 7th – 8th April 2010. The meeting chaired by the host country, Côte d'Ivoire was attended by 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. Representatives of Non-Governmental Organizations, the project partners and government technical services in Côte D'Ivoire also attended the meeting as observers.

The main objectives of the 2nd 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 2009 Annual Report,
- discuss and agree on the Project 2010 work plan and budget,
- discuss the on-going Volta Basin TDA Process.

The opening ceremony was attended by the Director of Cabinet to the Ministry of Environment, water resources and forests as the representative of the Minister and the meeting chaired by Col. Yamani Soro, Technical Advisor of the Minister.

The decisions and recommendations of the second UNEP/GEF Volta River Basin Project Steering Committee meeting are presented in this report. Participants at the meeting were briefed on the status of the implementation of project activities planned for years 2008 and 2009 and key challenges faced by the project since 2008.

Key concerns raised by PSC members and discussed during the meeting are about the following issues:

- better understanding of the project institutional framework and governance,
- salary and motivation of national coordinators,
- implementation of the demonstration projects,
- institutional and operational challenges and,
- DSA paid to PSC members supported by the project

From the reports sent to PSC members before the meeting (2008 and 2009 annual reports, 2009 and 2010 work plans), the presentations by the PMU staff on key achievements and the discussions after each presentation, there was a consensus and the PSC members noted with appreciation the progress made during the last two years of the project implementation.

The Steering Committee also approved the 2009 annual report, the 2010 work plan and budget and the revised project budget and recommend to UNEP and UNOPS to extend the delivery date of the project until December, 2012 in order to complete project activities in a satisfactory way.

The decisions and recommendations of the second UNEP/GEF Volta River Basin Project Steering Committee meeting are presented in this report.

THE DECISIONS AND RECOMMENDATIONS OF THE UNEP-GEF VOLTA RIVER BASIN PROJECT 2nd PROJECT STEERING COMMITTEE MEETING

The 2nd meeting of the UNEP/GEF Volta River Basin Project Steering Committee (PSC) was held in Abidjan, Côte d'Ivoire from 7th to 8th April 2010.

The Project Steering Committee reviewed and approved the following documents:

1. 2009 Annual Project Report
2. 2010 Project Work plan and revised budget.

The PSC noted with appreciation the progress made during the last two years of the project implementation.

The Project Steering Committee made the following decisions and recommendations:

I. To the Project Management Unit (PMU)

1. *Requests* the PMU to implement the approved 2010 Project Work plan;
2. *Requests* the PMU to accelerate the implementation of the demonstration projects, in view of the timeframe available for project completion;
3. *Recommends* that the approved 2010 Project budget and the revised budget till 2012 serve as the guide for project implementation;
4. *Recommends* that the project work more closely with the GCLME Project to address the downstream coastal region of the Volta River Basin;

II. To the UNEP and UNOPS

5. *Recommends* to UNEP and UNOPS to extend the delivery date of the project until December, 2012 in order to complete project activities in a satisfactory way;

III. General observation and recommendation

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

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List of abbreviations and acronyms

Abbreviation	Definition
DRE	Direction des Ressources en Eau
ECOWAS	Economic Community Of West African States
GEF	Global Environment Facility
GCLME	Guinea Current Large Marine Ecosystem
GWP-WAWP	Global Water Partnership- West Africa Water Partnership
IUCN	International Union for Conservation of Nature and Natural Resources
IWRM	Integrated Water Resources Management
MOA	Memorandum of Agreement
NAP	National Action Plan
NOFP	National Operational Focal Point
PMU	Project Management Unit
PSC	Project Steering Committee
RPC	Regional Project Coordinator
SAP	Strategic Action Program
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 2nd Project Steering Committee Meeting

1.1 Opening remarks

1. The 2nd UNEP/GEF Volta River Basin Project Steering Committee Meeting was hosted by the Government of Côte d'Ivoire at the Ivetel Hotel, Abidjan Côte d'Ivoire, from 7th to 8th April 2010. The opening ceremony was attended by the Director of Cabinet to the Ministry of Environment, water resources and forests as the representative of the Minister.
2. In his statement, Mr. Michel Bi Tozan N'Guessan, National Coordinator of the GEF Volta Project and Director of Water Resources for Côte D'Ivoire welcomed participants and wished them a very pleasant stay in Abidjan. He recalled the context of the Project and its importance for the 6 Volta Basin riparian countries. He thanked the PMU and PSC members for choosing his country as venue for the 2nd Project Steering Committee meeting.
3. In his opening speech, Mr. Hubert Onibon, the Regional Project Coordinator (RPC) of the UNEP/GEF Volta River Basin Project expressed his appreciation to the government of Côte d'Ivoire for hosting the meeting, and thanked the Honourable Minister, ably represented by the Director of Cabinet for his presence at the opening ceremony. He recalled that the first PSC meeting was held in Bamako in 2008 and that the Project Management Unit is looking forward to the present PSC to guide the project in its activities. He thanked the project partners for their support during the past years and expressed hope that the meeting deliberations will have a positive effect on project implementation.
4. Mr. Bahaa Al-Asad, the UNOPS representative at the meeting also expressed his sincere thanks to the Ministry of Environment, Water Resources and Forests for hosting the second Steering Committee Meeting of the GEF/UNEP Volta River Basin Project. He expressed thanks to the project partners for their support and cooperation towards project implementation. He also congratulated them for the progress recorded so far for the project.
5. In his statement, the Executive Director of the Volta Basin Authority (VBA), Mr. Charles Biney expressed great honour to make a statement at the opening ceremony and noted the commitments of the partners towards the project implementation as demonstrated by their presence at the meeting. He recalled that since last PSC meeting, VBA convention has come into force and expressed his thanks to countries for their support. He further thanked all for their presence once again and encouraged them to make their contributions to the meeting.
6. In his opening Statement, the representative of the Minister of Environment, Water Resources and Forests Honourable Mr. Kouassi Kouadio Mermoz, welcomed the participants from different countries of the basin to Côte D'Ivoire, and thanked the Project Steering Committee (PSC) for choosing Côte d'Ivoire as the venue for the meeting. He thanked all the project partners, including UNEP and UNOPS for their support to the project and wished participants successful deliberations.

1.2 Appointment of the Bureau

7. Mr. Michel Bi Tozan N'Guessan, National Coordinator of the GEF Volta Project and Director of Water Resources for Côte D'Ivoire proposed Col. Yamani Soro, Technical Advisor of the Minister in charge of Environment, water resources and as Chairman for the meeting. He further proposed Mr. Charles Biney of the Volta Basin Authority as Deputy Chairman and Olumide Akinsola of the PMU as the meeting rapporteur. These proposals were accepted by all participants.

1.3 Introduction of participants and Review of Agenda

8. The Chairman, Col. Yamani Soro expressed pleasure at his appointment as Chairman for the meeting. He then welcomed participants and wished them a good deliberation at the meeting and a good stay in Abidjan. He then invited participants to introduce themselves.

9. After participants' self introduction, the chair requested participants to review the agenda. Mr. Samuel Anku, from Ghana observed the limited time allotted to presentation and discussions on the financial issues. Mr. Hubert Onibon noted that it was a typographic error and the amendment was made accordingly. The amended agenda was then adopted.

1.4 Objectives and expected outcomes of the meeting

10. Mr. Olumide Akinsola submitted that the second Project Steering Committee Meeting objectives were to update PSC members on the Project status, discuss and agree on the Project 2009 Annual Report, discuss and agree on Project 2010 work plan and budget, and discuss the on-going Volta Basin TDA Process. He concluded that at the end of the meeting, the PSC should have approved year 2009 project report and the 2010 work plan and budget.

2. Key presentations and discussions

2.1 Update of actions taken on recommendations from the 1st PSC meeting

11. Mr. Olumide Akinsola updated the participants on actions taken with respect to recommendations from the 1st Project Steering Committee meeting. In his presentation, he highlighted the nine recommendations made during the 1st PSC meeting in Bamako (May 2008) and the steps and actions taken by the PMU towards meeting those recommendations. Following the presentation, Mr. Joachim Ouédraogo of Burkina Faso congratulated the PMU for prompt action on the recommendations and the clarity of actions taken so far. He however suggested that the project should consider presenting the recommendations and action taken in a tabular form in future for ease of comparison. Mr. Sidi Toure from Mali also acknowledged that the execution state of the recommendations was satisfying, but still observed that the PSC cannot accept a regional project without vehicle. He also noted that the project should look into the mechanism of implementation of project activities at national level.
12. Mr. Stephen Donkor of GCLME expressed his delight with the title of the project, which addresses the downstream coastal area of the basin. He then noted the aspect of the recommendation for 2008 that encourages the coastal aspect of the project, and informed the PSC that the 2nd phase of the GCLME is considering major activities with river basins in the project area. He therefore proposed that the PSC considered a recommendation to mandate PMU to work more closely with the GCLME on these issues.
13. Mr. Koffi Volley from Togo remarked that the coastal zone at the downstream Volta area is of concern to Togo and suggested that a demonstration project is required for this aspect. He highlighted efforts at the national level towards addressing the issue at the same time. Mr. Félix Azonsi of Benin observed that the issue of coastal erosion is a regional issue that requires a mechanism for intervention from VBA.
14. On his part, the Chairman also suggested that the committee review the approach for tackling the coastal erosion issues. The VBA Executive Director, Mr. Charles Biney then observed that the on-going TDA for the basin has identified coastal erosion as a problem, but that the project should also link its activities to the GCLME and formalise it through appropriate memorandum of agreement to guide it in its implementation.
15. In his response to the issues raised by members, Mr. Hubert Onibon said that the project would take the advantage presented by GCLME to address the projects coastal activities. He expressed appreciation for members concern on the need for vehicles and reported that action will be taken on that issue.

2.2 Presentation of the 2009 Annual Report

16. The Chairman invited the Regional Project Coordinator to present the annual report for the year 2009. Mr. Hubert Onibon then proceeded to present to the Steering Committee the annual report covering the activities conducted during the year 2009. The summary of the slide presentation, as indicated in the report shared with members highlighted the achievements of the project since 2008 as well as the challenges encountered during the project implementation.
17. Mr. Jean-Pierre Houelekou from Benin expressed his view that the training organised for the National Operational Focal Points (NOFP) should have involved the national coordinators as well because they are the ones to sign and approve any report prepared by the NOFP. He also recalled that concerning the demonstration project between Togo and Benin, the consultation made with the population in the project area revealed that people are not interested in the issues of wastewater. He submitted that people in the area requested intervention to address the growth of reeds on the rivers. During the follow-up discussion, Mr. Felix Azonsi remarked that despite the concern of the population in the area, it would be necessary to view it in the reality of what is

possible for the project.

18. Mr. Michel Bi Tozan N'Guessan remarked that concerning Côte d'Ivoire, the MOA for Demo project implementation was delayed because there is a new minister who requested that the name on the MOA be changed before appending his signature. He also cautioned that when validated national reports or documents are submitted they would expect the PMU to honour such documents and not send them back for amendments again. He equally notified the meeting that Côte d'Ivoire is working on the VBA ratification.
19. Mr. Sidi Toure expressed his appreciation for the activities conducted by the PMU and noted the good collaboration between VBA and the project. He also remarked that the demo project implementation in Mali is facing problems.
20. Mr. Koffi Volley from Togo also commended the project for its activities. He indicated that he is new on the project and yet to be fully informed on the demo project. He however expressed concern that the national project coordinators are not paid and therefore not well motivated hence making the mobilization of resources very difficult at the national level.
21. Mr. Benjamin Ampomah from Ghana commended the PMU for the work done so far. He submitted that the MOA for the Demo Project would be signed by the Ghanaian Government and sent to PMU soon. Concerning the Demo Project 2 between Togo and Benin, he suggested that it would be good to establish a linkage between wastewater management in Togo and aquatic weeds in Benin. He suggested also that the project could seek information on the ECOWAS Aquatic Weeds project to look into the aquatic weeds problem identified by Benin. He equally pointed out that the date on the annual report should reflect the exact year.
22. Mr. Samuel Anku observed that most of the problems highlighted in the report are about delays and wondered if an approval by PSC requires another approval from UNOPS or UNEP. He also wanted to know the updates on the report done on the Task Force issue.
23. Mr. Joachim Ouédraogo also noted that there were problems at the national level in Burkina Faso and that procedures for addressing issues are very long, for example non reimbursement of Burkina Faso MOA allowances and non payments of consultants.
24. In responding to issues raised by members, Mr. Hubert Onibon clarified that regional trainings are very costly and that the training for the NOFP were not originally part of the budget but held because of the needs. He submitted that National Coordinators would be involved in future trainings when budget permits. He acknowledged that delays are at all level in the demo projects and expressed concerns on the timeline for implementing the demo as the challenge facing the project. On the consultants' reports, he submitted that when reports are approved and submitted to PMU by national partners, the PMU also has to ensure that these reports are prepared based on the requirements of the TORs. In response to Mr. Samuel Anku's question on the approval of reports, he explained that this is the PSC's responsibility. However, as a team the PMU, UNOPS, KEOC and UNEP/DGEF should harmonise their views before submitting reports to the PSC for approval.
25. On the demo between Mali and Burkina, Mr. Hubert Onibon reemphasised that there is only one structure for the project management, and that in Burkina Faso, the demo project activities are part of the agreement signed between the government and the Millennium Challenge Account (MCA) in support to the water resources sector. The budget for the demo project has therefore been reallocated to Mali taking into account needs identified and discussed during the planning workshop held in Bamako in August 2009.
26. Concerning the need to ensure linkages of the demo project in Togo and Benin, Mr. Hubert Onibon said that the PMU would ensure the transboundary nature of the Demo project. He also noted that the project governance and institutional functioning are not well understood by some partners. As for the delay in the payment of national consultants he explained that UNEP as UNOPS client has requested to review all national consultants reports before any payment from

UNOPS side. However, on the arrival on the new UNEP Task Manager, this condition has changed and all consultants whose reports have been approved by the PMU were automatically paid. He concluded that the issue of non-payment of the second tranche of the MOA to Burkina Faso government was because of administrative problems due to the change of bank details by the national partner.

2.3 Presentation on Project work plan 2010 and discussions

27. Mr. Olumide Akinsola in his presentation highlighted key activities planned for the year 2010 especially the need to complete the work on TDA, implementation of the demo projects, and the ongoing support to VBA activities among others.
28. In her comments on the presentation, Mrs. Eléonore Bélemlilga of Burkina Faso wondered if there are activities planned for Burkina Faso on the early warning system issues that are separate from the MCA activities. Mr. Sidi Toure also requested to know the status of the demo project 1, including the aspect of the activities would the MCA address, and the institution that would be responsible for the remaining part of the activities. He was further concern about the time available for project implementation since the MOA is yet to be signed by countries.
29. Mrs. Kelly West from UNEP expressed her shared understanding about the challenges raised and noted that the work plan timeline probably assume the anticipated project extension until 2012.
30. On the demo project for Burkina Faso, Mr. Hubert Onibon mentioned that, according to Burkina Faso colleagues, the MCA was not interested in collaboration, but that direct discussion with MCA representatives it later agreed to work with the project on condition that it holds control of implementation in Burkina Faso. As for the MOA Mr. Hubert Onibon explained that the PMU is yet to receive comments on the draft MOA sent to the national coordinator in Mali.
31. Concerning the proposal to extend the project until 2012, Mr. Samuel Anku reminded the meeting of the need to have a mid-term review. He also submitted that a detailed budget that would guide the members in making comments. This was corroborated by Mr. Hubert Onibon who mentioned that the project is already planning for the mid-term review or evaluation. On the issue of detailed budget requested by Mr. Samuel Anku, Mr. Hubert Onibon explained that the detailed budget is more than 20 pages and that if requested it would be circulated to members like in the case of the 1st PSC request. While adding to the issues on midterm evaluation, Mrs. Kelly West responded that mid-term review is a standard issue and that UNEP is already working on the TORs.

2.4 Project financial report, revised and 2010 budgets

32. Mrs. Kerstine Kageni presented the project financial report and budget for the year 2010. These include the project expenditure for the years 2008 and 2009 and forecasted expenditures for the year 2010. While making clarifications on the presentation, Mrs. Kelly West noted that UNEP is part of the PSC, and so it does not need to approve budgets for UNOPS.
33. In his remark, the Chairman demanded to know why the major difference between the personnel cost for 2009 and 2010. In his response, Mr. Hubert Onibon explained that the adjustment was due to changes in cost of living in Ghana and the UN system contractual change. Mr. Hubert Onibon also addressed concerns raised on the level of national contribution and the cost of National Operational Focal Points, which did not reflect in the budget. Mr. Hubert Onibon said that the cost for NOFP were all captured in the MOAs and that just like the MOAs budgets there are detailed budgets for the Demo projects too, which was not reflected in the attached budget to the report.
34. In responding to the concerns about delays in consultant's payments, Mr. Bahaa Al-Asad from UNOPS noted that UNOPS would not ignore a payment. He confirmed that payment modalities could be affected in different ways and that this could affect payment period.
35. Mrs. Kone Bakayoko form Côte d'Ivoire noted the concerns about payment for the national

- coordinators, but expressed opinion that GEF Operational Focal Points are never paid salaries and that reflecting this in the project document could create problems in future. On this issue, Mr. Hubert Onibon clarified that the GEF Operational focal points are different from the National Operational Focal Points appointed by the country in the framework of the project, and then added that they are more of administrative assistants.
36. Mr. Yao Loukou from Côte d'Ivoire and other participants requested to know the exact amount allocated and spent per country. Mr. Koffi Volley observed that there is confusion in the assigned roles of focal points and therefore a need to clarify structures at national level. In responding to this issue, Mr. Hubert Onibon recalled that the need to have representatives from Ministries in charge of Water and Environment made the project to call the ministries focal points as national institutional focal points.
 37. Mr. Hubert Onibon also added that the anticipated collaboration between the ministries in charge of environment and water resources are not working well, and therefore contributing to the challenges faced by the project. With regard to fund allocated per country, he explained that the project considers the basin as a unit and therefore budget allocation doesn't take into consideration countries delimitation. However, the amounts allocated to each country for the implementation of the demo projects are presented in the project budget.
 38. Mr. Olumide Akinsola observed that the main underlying issues that kept recurring are the request for salaries and non-payment of the national institutional focal points. He therefore suggested that the PSC address the issue in order to ensure future smooth running of the project. Mr. Samuel Anku, expressed his concern on this too while Mr. Jean-Pierre Houelekou from Benin added that the NOFPs are considered to be the assistants but remunerated while the national institutional focal points who also do same work are not. He then demanded to know if this could be reviewed based on the PSC suggestions.
 39. Mr. Koffi Volley recalled the volume of work imputed into the TDA process and what is still required. At this point, Mr. Michel Bi Tozan N'Guessan recalled that the issue was widely discussed in Cotonou (September 2008) by the coordinators wherein a position paper was prepared but that the requests were not addressed. Mrs. Kone Bakayoko observed that it would be wrong not to pay those supporting the project. However, Mr. Sidi Toure from Mali added that the national partners encourage the problems because of general lack of understanding of the project institutional framework and governance.
 40. In his comments to the issues, the Chairman noted that there are two major problems: 1-) organisation of the project in regard to GEF and its terminology; 2-) the level of execution where there is no motivation to work on the project on the part of national institutional focal points while the national operational focal points are being compensated. He further observed that the PSC would need to address this issue.
 41. Mr. Charles Biney of VBA then suggested that the meeting should come up with an arrangement to compensate countries directly and leave the details of who-to-pay to countries.
 42. In responding to these issues, Mr. Hubert Onibon submitted that the PMU has no position on these issues and that UNEP will make final decision. He recalled that during Cotonou meeting (September 2008), he had suggested that a memo should be prepared by the countries and that this would be sent to Nairobi for action. He noted that the PMU is yet to receive such memo until the present PSC meeting.
 43. Mrs. Kelly West recalled that the model of getting the water and environment ministries to work together has been praised in the design of the project, but observed that if this is not working, then the mid-term review can discuss this. She acknowledged the proposal by Mr. Charles Biney and promised to look into this in view of the economic impact on the project. She enumerated that the prerequisites for the project success are the TDA, SAP, NAP and the demo projects.

44. The Chairman then suggested adjournment to the following day when concrete proposal would be welcome on how the issues would be resolved. The chairman also supported Mr. Hubert Onibon suggestion that the PSC learn from the GCLME experience in resolving the issue.
45. While contributing to the discussion on the second day, Mr. Stephen Donkor of GCLME concluded that GEF Projects normally would not pay officials working on the project unless they take official leave of absence from government to serve full time.
46. In her response to the issues, Mrs. Kelly West explained that GEF policy is that co-finance is staff time. She highlighted that in some countries, this issue could be resolved through taking cash contribution from national governments. On the proposition by Mr. Charles Biney, she said that it is possible but might require some restructuring in view of the cost implication.
47. Mr. Stephen Donkor observed that GCLME chose the second option by signing a contract on deliverable based on established laws. While responding, Mr. Bahaa Al-Asad interjected that UNOPS may have to review MOAs if the PSC reached an agreement as to provide additional incentives because it might involve significant cost implication.
48. In concluding the discussion on the issue, the Chairman submitted that the PSC has noted the relevance of the issue and therefore suggested that the project work within the available options and come out with solutions.

2.5 Presentation on Co-financing

49. Mr. Hubert Onibon presented the breakdown of national contributions and the monitoring matrix prepared by the PMU for the tracking of national contributions. He explained that national partners are yet to fill the monitoring matrix for the years 2008 and 2009.
50. Following the presentation on the status of co-financing, Mr. Sidi Toure observed that the issue is more of mobilisation of co-financing. Mr. Felix Azonsi then suggested that the PMU should regularly provide feedbacks on co-financing to governments.
51. Mrs. Alice Onadja from IUCN/PAGEV also suggested that the PSC adopt a recommendation on the mobilisation of national contributions to the project

2.6 Presentation on the Volta Basin TDA Process

52. In his presentation, Mr. Hubert Onibon explained the TDA processes and provided the update on the ongoing activities for the finalisation of the Volta Basin TDA. As a follow-up comment, Mr. Koffi Volley wondered if the countries could review the templates and guidelines made available to them for preparing the national TDA documents.
53. Mr. Sidi Toure noted that Mali agreed with the proposed process. He also raised concern about the recruitment of national TDA experts, mainly their field of expertise for Mali. While responding, Mr. Hubert Onibon recalled that the guidelines adopted for use during the regional TDA starting workshop in Lome were collectively prepared by the TDA Team and reviewed by the participants. He further explained the methodology for recruiting the national consultants/experts and clarified the role of the national partners in the experience.

2.7 Open discussion on any other business

54. The main issue discussed during the last session of the meeting was related to the DSA. Some of the participants expressed their concerns on the way their DSA is administered and requested the project to pay 100% of DSA or at least 50% of the DSA when the accommodation is supported by the project.
55. Mr. Hubert Onibon explained the breakdown of the DSA and the reasons for the amount paid to participants supported by the PMU, including project staff. In his follow-up comment, Mr. Bahaa Al-Asad said that DSA is not a salary and that UNOPS would be as flexible as possible within the rules during future meetings. While agreeing with this position, Mr. Stephen Donkor and Mr. Sidi



Toure supported this view and agreed that for high level meetings like the PSC meeting, the PMU needed to be flexible.

3. Recommendations and closing remarks

3.1 Adoption of draft recommendations of the 2nd PSC meeting

56. The Chairman, introduced the above mentioned agenda item and requested that Mr. Olumide Akinsola present the draft recommendations of the 2nd Project Steering Committee Meeting.
57. Following discussions on the draft recommendations presented, the Steering Committee adopted the decisions with amendments and urged same to be included as annex to the report of the 2nd PSC meeting.

3.2 Closing remarks

58. Mr. Hubert Onibon representing the PMU expressed thanks to the Minister in charge of Environment and the Project Steering Committee members. He specially expressed the PMU's appreciation to the Chairman and Mr. Michel Bi Tozan N'Guessan and his team for their support. He also expressed immense gratitude to the Côte D'Ivoire government for agreeing to host the meeting and for their warm hospitality during the meeting.
59. Mrs. Kelly West representing UNEP/DGEF thanked the participants for their contributions during the PSC meeting. She highlighted the need to finalise the TDA and mentioned opportunities available following its completion.
60. Mr. Charles Biney, the Executive Director of the VBA agreed that all made efforts even though all expectations were not met during the meeting. He then thanked the Chairman for the able manner in which the meeting was chaired and the host, Côte I'voire for the good reception, and finally colleagues for their contributions.
61. The Chairman, Col. Yamani Soro thanked the delegates for their deliberation and participation in the two days meeting and wished them and the PMU well in project implementation. In the absence of any other business, the Chairman on behalf of the Minister in charge of Environment declared the meeting closed at 13:44 on 8th April 2010.



4. Annexes

4.1 Annex A: List of participants

N°	Country/Organisation	Name/ /Address
Steering Committee Members		
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4.2 Annex B: Meeting agenda

Day 1: 07 April 2010

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 CI Minister in charge of Environment/Water
09:45 – 10:15	Tea/Coffee Break	
10:15 – 10:30	Appointment of the Bureau of the meeting Review and Agreement of meeting Agenda	All participants
10:30 – 10:40	Introduction of Participants	All participants
10:40 – 10:45	Workshop objective and expected outcomes	Olumide Akinsola
10:45 – 11:00	Update on actions taken on recommendations from the 1 st Project Steering committee meeting	Olumide Akinsola
11:00 – 11:45	Presentation of the 2009 Annual Report	Hubert Onibon
11:45 – 12:45	Discussion	All participants
12:45 – 14:45	Lunch	
14:45 – 15:30	Presentation of the Project work plan for 2010	Olumide Akinsola and Hubert Onibon
15:30 – 16:00	Discussions	All participants
16:00 – 16:15	Tea/Coffee Break	
16:15 – 17:00	<ul style="list-style-type: none"> • Presentation of the Financial Report • Revised Project Budget 2010 • Other Project Financial issues 	Kerstine Kageni and Hubert Onibon
17:00 – 17:45	Discussions	All participants
17:45	End of day 1	

Day 2: 08 April 2010

Time	Activity	Responsible
09:00 – 9:45	Discussion on the mobilisation of countries' contribution	All participants
09:45 – 10:15	Update on the Volta basin TDA Process	Hubert Onibon
10:15 – 10:45	Discussions	All participants
10:45 – 11:00	Tea/Coffee Break	
11:00 – 12:00	Adoption of the draft decisions and recommendations	All participants
12:00 – 13:00	AOB & Administrative matters	All participants
13:00 – 13:30	Closing remarks	Regional Project Coordinator Representative of UNEP VBA Executive Director CI Minister in charge of Environment/Water
13:30 – 15:00	Lunch	