



***STRENGTHENING OF THE REGIONAL COOPERATION OF
ARAB STATES IN HAZARDOUS WASTE MANAGEMENT AND
TRANS-BOUNDARY CONTROL***

MEETING MINUTES

Meeting Date: [05/23/2014](#)

Meeting Location: [Cairo University, Faculty of Science](#)

Approval: [DRAFT](#)

Recorded By: [Prof. Dr. Sharafeldin Mahmoud \(Project Manager\)](#)





1 PARTICIPANT LIST

Name	Title	Organization	Present
Tiina Kajakoski	Desk Director	Unit for the Middle East and North Africa -Ministry of Foreign Affairs of Finland	Y
Mr. RAMSES MALATY	Counsellor	Embassy of Finland, Cairo	Y
Mr. Janne Sykko	Environmental Advisor	Department for developing Policy - Ministry of Foreign Affairs of Finland	Y
Mr. Ayman Amin	First Sec. Environment and Sustainable Development Department	Egyptian Ministry of Foreign Affairs	Y
Prof. Dr. Mostafa H. Kamel	Director	BCRC-Egypt	Y
Dr. Mohamed Bayoumi	Ass. Resident Rep. Energy and Env. Team Leader	UNDP	Y
Eng. Adel Shafie	Head of Hazardous Waste Department	Egyptian Environmental Affairs Agency Ministry of State for Environmental Affairs	Y
Mohamed A. Konna		Arab League	Y
Prof. Dr. Sharafeldin M. Sharafeldin	Project Manager	Cairo University-BCRC	Y
Prof. Dr. ElSayed Fahim	Vice Dean, Faculty of Science	Faculty of Science, Cairo University	Y
Prof. Dr. Sherif Murad	Vice Dean, Faculty of Science	Faculty of Science, Cairo University	Y

2 MEETING LOCATION

Building: Cairo University, Faculty of Science Administration Building

Conference Room: Faculty Board Meeting Room.

3 MEETING START

Meeting Schedule Start: 09:30 am

Meeting Actual Start: 09:30 am

Meeting Scribe: Prof. Dr. Sharafeldin Mahmoud



4 AGENDA

1- Project Manager Presentation of Project Work plan:

- Presentation addressed the main achievement of phase-I of the project during years 2006-2008.
- Explain the main five component of the Phase-II which include, training on HWM, Consulting services on HWM, Information dissemination, building capacity of analytical facilities for identification and classification of HWM.
- Addressing the main needs of Arab countries.
- Addressing of the main activities of the work plan for the year 2013-2014.

***Main notes of discussion:

- Review the work plan to fulfill the needs of the Arab countries. A time span of one week is assumed to review the work plan and disseminate the plan to the committee members.
- Review of the 2013/2014 budget and search for another donors and funds.
- Technology transfer stressed by EMFA, which is considered the back bone of the BCRC sustainability, and draw the attention to be clearly included in the project work plan,
- Cooperation with other institutions and international agencies in the activities of the phase II.
- BCRC-Egypt director, Project manager and UNDP representative should review the project work plan according to the signed contract.

2- BCRC-Egypt Director Presentation

- On the sideline of the COP, the Secretariat of the Arab League, after coordination and consultation with the Director of BCRC-Egypt, convene a meeting of the Steering Committee of the BCRC-Egypt (Bahrain, Djibouti, Saudi Arabia, and Sudan, in addition to Egypt as a host country of the Centre and the representative of the General Secretariat of the Arab League).
- In addition to the activities of the centre, the director reviewed the second Phase of the project funded by the Government of Finland that build on the achievements of the first phase in strengthening the capacity of the BCRC to serve its member states and presented the activities included based on the needs and request of Arab States.
- Decision of SC of the BCRC-Egypt concerning the implementation of the activities of the center including the project activities taking into consideration the future needs that arise by Arab states on the approved work plan.
- Priorities of implementing activities to the Arab spring countries
- Request from Arab countries to support the activities of the Centre through hosting any activities or programs (workshops, training, etc)
- Also, all agreed to send recent data for each state separately



- Arab region has been divided into four sections, the center's director planned to visit each section for a few days to update and complete the requirements of a countries in the same region.

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*****Main notes of discussion:**

- Clear separation but ensure integration between of the work plan activities of BCRC-Egypt and work plan activities of the Phase-II of the project.
- Extending the regional cooperation Between BCRC- Egypt and other regional centers in the region.
- Capacity building for BCRC for sustainability and achievement of the BCRC strategy to serve, in future, as a house of expertise and consultancy in HWM.
- Technology transfer and sustainability of the BCRC after the project
- Synergies between BCRC BP and project work plan.

3- Steering Committee of Phase-II project

*****Main notes of discussion:**

- a- The steering committee of the project includes the same members of the steering committee of the BCRC in addition to Government of Finalnd and UNDP. The project steering committee will hold meetings back to back with the BCRC-Egypt annual steering committee meeting as a session of the BCRC-Egypt Committee meeting.**
- b- The Finnish Government representatives and UNDP can join the BCRC-Egypt steering meeting as observers.**
- c- The project take opportunity to hold project steering committee meeting within the COP meetings and the Project hold the steering committee meetings in Cairo in the years that the COP is not held. The BCRC steering committee includes four Arab States, two from Africa and two from Asia.**
- d- The project will seek the opportunity of the annual chemicals group meetings in League of Arab States to hold follow up meetings on the project progress.**
- e- A follow up local committee consists of BCRC-Egypt Director, UNDP, Project Director, and Finland Embassy representative. This local committee shall meet each three months to follow up the progress of the project.**

5 MEETING END

- **Meeting Schedule End: 11:0 am**
- **Meeting Actual End: 11:45 am**



6 POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Review the project work plan to fulfill the needs of the Arab countries and review Budget	Project Manager + BCRC-Egypt Director + UNDP	<06/2/2013>
Clear separation between project work plan of the BCRC-Egypt and Project work plan	BCRC-Egypt Director + Project Manager Director + UNDP	<06/2/2013>
Prepare a detailed work plan with time frames and needed financial resources	Project Management	
Steering Committee of the project	BCRC-Egypt steering committee + Project Manager Director + UNDP + Finish partner	
A follow up local committee	BCRC-Egypt + Project Manager Director + UNDP	

7 DECISIONS MADE

- a- Review the Work plan to fulfill the needs of the Arab countries. A time span of one week is assumed to review the work plan including time frames and budget and disseminate the plan to the project steering committee members for approval.*
- b- Clear separation of the project work plan activities of BCRC-Egypt and work plan activities of the Phase-II of the project.*
- c- The Steering committee of the project meeting shall be back-to-back meeting with BCRC-Egypt on the side of the Basel COP and in the years when Basel COP is not held, the project will cover the travel cost of the BCRC Steering Committee members to participate in the Project Steering Committee in Cairo*
- d- A follow up local committee consists of CBRC-Egypt Director, UNEP and Project Director, and Finland Embassy representative. This local committee shall meet each three months to follow up the progress of the project.*

8 NEXT MEETING

Next Meeting: <Cairo> <Date: >>>October> <Time ???>