

## **1- Background**

The Basel Convention Regional Centre in Egypt is implementing a project entitled “Capacity Building for the implementation of the Basel Convention” under the Sub-programme “A Better Environment for Human Health and Well-Being”. This project is supervised by the SBC and funded by the Government of Finland.

In the project document and as declared in the framework agreement, the project is managed by the director of the center and an international facilitator to be recruited through the SBC in consultation with the BCRC-Egypt director and the donor government. Also, approved documents refer to a Project Steering Committee that oversees, guide and approve project plans and budgets.

The first meeting of the Project Steering Committee (PSC-1) was held in Cairo, Egypt on March 15<sup>th</sup>, 2006 to discuss and endorse the overall workplan, the first year work plan the relevant budgets which were originally prepared (in 2002) by the SBC in collaboration with BCRC-Egypt.

The gap between the preparation of the project document and the first year workplan, and the availability of the fund (almost 4 years) necessitate project document and annual workplan revalidation. The revalidation of the project overall plan and the relevant budget revision was exercised by the BCRC-Egypt in close collaboration with the technical officer of the SBC, and is presented for approval and endorsement by the Project Steering Committee.

### **Composition and mandate of the Project Steering Committee**

As stated in the approved documents, the PSC is composed of nine members, four of them are permanent members namely the director of the centre, representative from the Secretariat of the Basel Convention, representative from the host country (Egypt), and representative from the donor country (Finland). Five other members are chosen to represent the member countries. The countries selected to represent the region were selected in a way adopted from that established by the League of the Arab States system e.g. alphabetical. Those five countries are selected to represent both Arab countries in N. Africa and those in West Asia. Accordingly, invitations to the PSC meeting were sent to Algeria, Bahrain, Jordan, Tunisia, and the United Arab Emirates. Observers from member countries welcomed to the meeting at their own expenses. Representatives from Libya and Egypt attended as observers (see participant list).

In the invitation to the PSC meeting the mandate of the Project Steering Committee (PSC-1) was made clear to the members, i.e. to assist in guiding, monitoring, coordinating and approving the activities and budgets envisaged under the project work program funded by the government of Finland. The detailed ToRs for the PSC are shown in Annex 1).

## 2-List of Participants

### 2-1 Official Members of the Project Steering Committee

<p><b>Algeria</b> Mr. Kareem Baba Minist'ere de l' Am'enagement du Territoire et de l' Environnement Mobile: (213) 71628992 Telephone: (213) 21432804 Telefax: (213) 21432897, (213) 21432861 E-Mail: baba.mate@hotmail.com</p>	<p><b>Bahrain</b> Dr. Abdel Mohsin Al Mohmoud Head Department of Waste Control, Bahrain Environmental Protection Agency 32657, Bahrain Telephone: (973) 17875163 or 39640955 Telefax: (973) 17786102 E-Mail: <a href="mailto:mohsin602000@yahoo.com">mohsin602000@yahoo.com</a>, <a href="mailto:mmahmood@bahrain.gov.bh">mmahmood@bahrain.gov.bh</a></p>
<p><b>Jordan</b> Dr. Mohammed ElKhashashna The Secretary General, Ministry of Environment P.O. Box 1408, Amman 11941 Jordan Telephone: (962 6) 5560113 Telefax: (962 6) 5525315, (962 6) 5350149 E-Mail: <a href="mailto:mkhashashneh@yahoo.com">mkhashashneh@yahoo.com</a>, moenv@ moenv.gov.jo</p>	<p><b>Egypt</b> Mr. Adel El Shafee Head of Hazardous Waste Department Egyptian Environmental Affairs Agency Ministry of State for Environmental Affairs 30 Misr Helwan Rd, 11728 Maadi, Cairo Telephone: (202) 525 64 52 Telefax: (202) 526 05 88 or 525 64 90 E-Mail: adel221261@yahoo.com</p>
<p><b>Tunisia</b> Mr. Khames Oueslati Ministère de l'Environnement et de Development Telephone: (216) 97349897, (216) 71847493 Telefax: (216) 71890581 E-Mail: khemaies.oueslati@laposte.net</p>	<p><b>United Arab Emirates</b> Mr. Mahboub Hassan Saleh Federal Environmental Agency (FEA) P.O. Box 5951 Abu Dhabi Tele: 04 3965888 Fax: 043962113 E-Mail: mahboubsaleh@yahoo.com</p>
<p><b>Representative of the Secretariat of the Basel Convention</b> Nelson Sabogal Senior Programme Officer Secretariat of the Basel Convention Geneva, Switzerland <a href="mailto:Nelson.Sabogal@unep.ch">Nelson.Sabogal@unep.ch</a></p>	<p><b>Director of the BCRC-Egypt.</b> Prof. Mortada M. El Aref Director of BCRC-Cairo Tel.: +2 0122215152 +202 5719688 Fax. +202 5717565 e-mail: elaref@baselegypt.org</p>
<p><b>Representatives of the Government of Finland</b></p> <p>1- Mis: Riitta Swan Ministry of Foreign Affairs-Finland P.O.Box 176, Fin-00161 Helsinki Tel: +358-9-16005 e-mail: riitta.Swan@formin.fi</p> <p>2- Mr: Jouko Eskelinen Ministry of Foreign Affairs-Finland P.O.Box 176, Fin-00161 Helsinki Tel: +358-9-16005</p>	

e-mail: Jouko.Eskelinen@formin.fi

3-Dr: Martti Eirola

Counselor Economic and Development Affairs

Tel.: Embassy of Finland, Cairo (202) 7361487, (202)7373527

Fax: (202)7371376

E-mail: Martti.Eirola@formin.fi

## **2-2 Observers Participated in the Meeting**

### **Arab Countries Observers**

1-Mohammed Elawa

Ministry of Foreign Affairs-Egypt

Cornish El Nile-Cairo

Tel: +02 5747847

e-mail: elawa30@yahoo.com

Yousef El Mehrik

Environmental General Authority (EGA)-Libya

Algaran-Tripoli-Libya

P.O.Box 83618

Tel: 4873763

4872160

e-mail: yelmehrik2001@yahoo.com

Farid El Bakkoush

Environmental General Authority (EGA)-Libya

Algaran-Tripoli-Libya

P.O.Box 83618

Tel: 4873763

4872160

e-mail: fgregne@yahoo.com

### **NGO's Observers**

1- Dr. Mohamed Abdel-Salam El-Banna

Day Hospital Institute for Development of Rehabilitation

Chairman of the Board

Tel.: (202) 3682827

Fax: (202)3650429

E-mail: [dayhospt@internetegypt.com](mailto:dayhospt@internetegypt.com)

2- General Major: Maher Khalefa

The Egyptian Humanitarian Relief and Rehabilitation Organization

Office: 26 Ahmed Kamel Street, Giza, Egypt

Tel.: (202) 5852393 – 5852608

Fax: (202) 5832327

Mob.: 0105431600

E-mail: [kmaher@hrro.org](mailto:kmaher@hrro.org)

### 3- Adopted Agenda of the Meeting

<b>Date: March, 15<sup>th</sup> 2006</b> <b>Venue: Pyramisa Hotel, 60 Giza st., Cairo, Egypt.</b>	
<b>Time</b>	<b>Activity</b>
10:30 – 10:45	Welcome and opening speech by Director of the BCRC Egypt, SBC and the Finland Representative.
10:45 – 11:00	Presentation of the Agenda items and adopting the Meeting Agenda, and Approving the participation of observers. (BCRC Egypt Director)
11:00 – 11:45	Presentation of the Project Operation Plan , budget, and proposed organizational structure of the project
11:45 – 12:00	Mandate of the Project Steering committee (PSC) meeting and mode of operation options for Terms of Office for membership and decision on best operative option: SBC' and Finland representatives.
12:00 – 12:30	Results of the Brain storm session followed the SCC meeting.
12:30 – 13:00	Opportunities for conducting activities with other SBC sister conventions e.g. Stockholm ( SBC representative)
13:00 – 14:00	Open discussion
14:00 – 15:00	Lunch
15:00 -16:30	Presentations of the annum (2006) work plan activities and breakdown of budget.
16:30 – 17:00	Other issues: e.g. specific actions/projects for the workplan 2007/2008.
17:00 – 17:30	Closing session and conclusions

**Note:** the meeting of the Project Steering Committee (PSC) is chaired by the Representative Secretariat of the Basel Convention (SBC) and co-chaired by the Director of the BCRC-Egypt.

#### **4- Minutes of the PSC Meeting.**

The Project Steering Committee activities started at 10.30 AM in the 15<sup>th</sup> of March 2006 at the Pyramisa Hotel in Cairo-Egypt. Reference documents sent with the invitation for the discussion during the Project Steering Committee meeting included agenda of the meeting, the list of participants, the Project Document, the organizational structure of the project, the Work-plan and the budget breakdown for the year 2006.

##### **4.1 Welcome and Opening Speech**

Mr. Nelson Sabogal, the representative of the Secretariat of the Basel Convention (SBC), opened his speech by expressing appreciation for the effort done by the BCRC Egypt director and collaborative staff of the BCRC-Egypt on the good preparation and organization of the meeting. He extended his thanks to the members and the observers for their commitments. He then presented a brief account on the history of the centre and the development of the project document that was predated to his appointment with SBC. He also highlighted the efforts done with the Egyptian Foreign Ministry permanent mission in Geneva to finalize the framework agreement. Mr. Sabogal pointed out that after the framework agreement was signed a sum of 1 million Euros was released from Finland Government to support the first three years of activities of the Centre commencing 2006.

Mr. Sabogal urged the members of the Project Steering Committee to work as a team to fulfil the obligations the Steering Committee has to do. He emphasized the importance of finalizing the process of recruitment of the Project Facilitator. He highlighted the importance and obligations of the facilitator and pointed out the negotiations with Finland government to reduce the considerable budget allocated for the facilitator to be utilized in financing more activities. Mr. Sabogal concluded by saying that he is convinced that, as a team, the Project Steering Committee has the professional capabilities to oversee and guide the project to achieve its objectives in building capacities needed for the region to fulfil their obligations/commitments under the Basel Convention.

Mrs. Ritta Swan, the representative of the Government of Finland- the donor country, was given the floor. She expressed her gratitude for given her the opportunity to participate in the potencies of the Project Steering Committee. Mrs Swan explained the Government of Finland International Development policy as being concerned with the eradication of poverty from the world. She pointed out that the achievement of this goal is supported by the prevention of environmental threats, the promotion of equality, human rights, democracy and good governance, and increasing global security and economic interaction, which have all been goals of Finland's development cooperation since the 1990s.

Mrs. Swan went through the many Finnish allocation of development cooperation funds, particularly those allocated to the Palestinian territories and Egypt. She also stressed on how could those allocations be oriented to environmental issues and promoting the implementation of multilateral environmental agreements, as Finland seeks to safeguard the state of the environment. She concluded with best wishes for the ambitious and important project.

#### **4-2 Presentation of the Agenda items and adopting the Meeting Agenda**

Dr. Mortada El Aref, the director of BCRC-Egypt, presented the agenda items and asked the Project Steering Committee members to approve it and to approve the participation of the observers. He referred to the reference documents handed out to the members; namely, Appendix VII of the framework agreement, the time table of the project work plan, and the budget breakdown of the year 2006, as the main documents to be discussed during the meeting. Members of the PSC approved the agenda items and approved the participation of the observers.

#### **4-3 Presentation of the Project Operation Plan**

Dr. ElAref presented the proposed organizational structure of the project and asked the PSC members to give the opportunity to the BCRC-Egypt working group (coordinators) to present the project operation plan and the work progress (Annexes 2 ,3 & 5). He introduced the consultants to the PSC members as coordinators of the fields of work of the 2006 plan. The coordinators started to give a brief account on each activity of the project.

Dr. Tarek El Araby, the named coordinator of the field of work II, namely; "Inventory of Hazardous Wastes and Waste Producing Activities" presented the details of this activity. He presented a brief account on Activity # 2.1 "Compilation of Existing Inventories", went through the important reference documents related to the issue and claimed that those reference documents were carefully studied and reviewed, during the past two months, to the aim of developing a questionnaire format that will be used to evaluate the existing inventories. Dr. El Araby mentioned that, once the countries respond to the questionnaire, the project team will work on evaluating the received information and compiling and analyzing the data with the necessary methodologies including statistical treatment. He pointed out that the developed questionnaire will be sent to some 22 Arab Countries and will be given five weeks to respond to the questionnaire. Dr. El Araby explained that the project will try to update the reference documents and develop evaluation criteria for assessing completeness of existing inventories. Dr. El Araby concluded by presenting the time table that was set against the different activities of the project and the work done so far.

Mr. Adel El Shafee, the Egyptian focal point to the Basel Convention; and a member of the steering committee, commented to the presentation by stressing on priority waste streams mentioned in the 10 Years Strategic Plan of the BC, namely; POPs, medical wastes, lead acid batteries, e-wastes, hazardous household wastes and used oils. He also pointed out that the National Implementation Plan for each country must be taken into consideration.

Mr. Ahmed Farouk, the named coordinator for the activity # 2.2 "Inventories of e-waste and assessment of recycling facilities" presented the approach which will be followed by the project to achieve the goals. He highlighted the objectives of the subcomponents as to determine the amount of the e-waste produced, determine main e-waste streams, assessing the current e-waste management, and assessing the conditions and capacity of recycling facilities of e-waste. Mr. Farouk pointed out to the target countries for such a project as being Syria, Lebanon, and Algeria. He concluded by presenting the time table that was set for the sub-activities of the component and the work progress so far.

Dr. El Khashashna, the Jordanian representative, and a member of the steering committee, questioned as to the criteria for selecting the countries for the pilot studies and wondered if Jordan can be included, suggesting to reconsider the current needs of Jordan and Saudi Arabia when compared for example with Syria and Lebanon.

Dr. Abdel Mohsin, the Bahraini representative, and a member of the steering committee, doubted about the priority of the e-waste component in the Arab Countries. Mr. Adel Shafee replied by pointing to the fact that e-waste is among the five waste streams stated in the strategic plan of the Basel Convention. He also mentioned that the fund for this project is already available and he could not see any reason for not implementing this activity.

Dr. Said Dahroug, the named coordinator for the Field of work # III "Legal Assistance on the implementation of the Basel Convention", was given the floor. He explained that this field of work includes two main activities namely "Workshop on the liability and compensation Protocol and Review of the National Legislation aiming at Technical assistance on the implementation of the Basel Convention". He pointed out that the expected time to achieve those activities is about 10 months. Dr. Dahroug clarified that the workshop will be organized with the objective to identify the problems faced by countries in the region with respect to the Liability Protocol in order to facilitate and to promote its ratification, as well as to share the experiences and solutions to the problems faced by each country when implementing the Liability Protocol into domestic legislation. He went through the proposed different activities that will depict the basic features of the protocol and clarifies all concerned issues. Dr. Dahroug stressed on the importance of careful selection of the candidate participants to this workshop. He suggested that candidate participants should include those who play a significant role in the process of ratification of international treaties (e.g. representatives of the Foreign Ministry or Ministry of Justice); and those who are practically involved in the implementation of the Liability Protocol at the national level (e.g. representative of the Ministry of Justice, the Parliamentary Draftsperson, the Judiciary or the agency engaged in prosecuting cases before the Courts), in addition to the Basel Convention focal point. Dr. Dahroug presented the time table that was set against the different activities of the workshop.

As to the activity " Review of the National Legislation", Dr. Dahroug emphasized on the importance of this activity to support the member countries to improve their national legislations to practice environmentally sound hazardous waste management and better implement the provisions and obligations under the Basel Convention and other sister conventions. He went through the different sub activities which include compilation of national legislation addressing hazardous wastes, review and evaluation of the existing legislation in view of the National legislation model prepared by the SBC and the expected technical assistance that the project will provide on the implementation of the Basel Convention. Dr. Dahroug concluded by presenting the time table that was set against the different activities of the project and the work done so far.

Dr. El Aref commented by stressing on the necessity that the workshop should be designed to fit the situation in the Arab Countries.



Mr. Adel El-Shafee commented by stressing on the arbor countries namely Egypt, Yemen, and Morocco; and how those countries should be especially invited to the workshop to present their experience in hazardous waste national legislation and the control on trans-boundary movement of hazardous wastes.

Dr. El Khashashna emphasized on the importance of sharing experience with the Red Sea and Gulf of Aden countries. He also refereed to the guidelines issued by UNEP on how to design legislations.

Dr. Ashraf El Maghraby, the named coordinator of the Field of Work # IV "Environmentally Sound Management on Used Oils", was given the floor. He explained that this field of work includes two main activities namely "Review of technical guidelines on used oils and a Workshop on the recycling of used oils". Dr. El Maghraby explained the core problems that justify the implementation of this project and stressed on the fact that used oils are valuable resource and not a waste product. He mentioned the need to update and adopt the guidelines for Environmentally Sound Management on Used Oils developed and published through the SBC in 200? to fit the social, industrial, and economic situation in the Arab States. Dr. El Maghraby went through the objectives and the planned outcomes of this project and then explained the steps which will be taken to achieve these objectives.

As to the workshop, Dr. El Maghraby indicated the limited resources available for implementing the workshop and the need to have contributors. He also mentioned to the current negotiations with Bahrain and Tunis focal points to co-fund/ co-sponsors this workshop either by cash or in-kind contributions.

He presented the time table of the different activities of this subcomponent setting up progress indicators and expected targets over quarter periods of the project duration including the work done so far.

Mr. Adel El-Shafee commented by raising the issue of participation of the used oil dealers to the workshop. He also suggested communication with key countries that have previous experience in the issue namely Finland, Sweden, Denmark, and Germany.

Dr. Abdel Mohsin, Bahrain representative, suggested that the project should include different types of used oils not only engine used oils but also vegetable used oils and used oils from electric transformers that is likely to be contaminated with persistent organic pollutants (POPs).

Dr. El Khashashna suggested that the host country for the workshop should be known to practice environmentally sound management on used oils. In this context he suggested Tunisia as a host country to implement the workshop.

#### **4-4 Mandate of the Project Steering Committee, Terms of Office for Membership, and Decision on Best Operative Option**

Mr. Nelson Sabogal, the representative of the SBC went through the commitments of the Steering committee of the Project as a primary organ created by the SCC to monitor, coordinate, and evaluate the work of the Centre pertaining to the activities envisaged under the present project. He presented the terms of office for the Steering Committee membership as given in the Framework agreement. He explained that the Project Steering Committee (PSC-1) is composed of nine members, five of them selected from among the national focal points of the countries participating in the work of the Centre: Algeria, Bahrain, Jordan, Tunisia and United Arab Emirates, representatives of the Governments of Egypt and Finland, the Director of the Centre, and the representative of the Secretariat of the Basel Convention.

Mr. Sabogal then went through the Terms of Reference of the Project Steering Committee as shown in Annex 1 of this report. He pointed out that the Committee will meet four times during the duration of the project. He also mentioned that the second committee will be held 9 months after the first meeting of the Committee to review the progress in the implementation of the agreed activities and adjust the budgetary allocations, if necessary.

Mr. Sabogal pointed out that the Secretariat, the Director of the Centre or the representatives of the Governments of Egypt and Finland may call for additional meetings of the Project Steering Committee if some unforeseen urgent issues could not be resolved via correspondences.

He also mentioned that the activities envisaged under the project will be carried out mainly by the staff of the Centre, with the assistance of short-term consultants to carry out some specialised tasks, mainly those falling within the category of technical assistance and advisory services to the countries of the region. He also clarified that the use of such consultants will be based on detailed terms of reference submitted to the Project Steering Committee by the Director of the Centre for approval, and on open bidding and selection procedures carried out under the authority of the Director of the Centre.

#### **4-5 Opportunities for conducting activities with other SBC sister Conventions**

Mr. Sabogal raised the issue of synergies among the sister conventions namely Basel Convention, Stockholm Convention, Rotterdam Convention, Montreal Protocol, and all other conventions in the chemical and waste domains. Mr. Sabogal explained the areas where synergies could be built and the role of Regional Centres in implementing such synergies. Mr. Sabogal pointed out that each individual Regional Centre needs to assess how it can contribute to synergies and then work with the other Regional Centres that are part of the regional network, the Secretariat, Parties and other stakeholders towards a common goal. Mr. Sabogal mentioned that improved information and knowledge and building capacities are just ones of these shared goals.

Mr. Sabogal concluded by urging BCRC-Egypt to work together and as close as possible with the Secretariat of the Basel Convention and the secretariats of the chemical conventions towards a common understanding on the linkages between hazardous wastes and chemicals and the recognition of the Basel Convention

Regional Centres and their role towards the sound management of hazardous wastes and chemicals within the context of sustainable development.

#### **4-6 Presentations of the 2006 work plan activities and budget breakdown.**

Dr. El Aref, Director of BCRC-Egypt, asked the members of the Project Steering Committee (PSC-1) to review Appendix No. VII of the Project Document, which is coded according to the UNEP rules, as the main reference to the budget breakdown (Annexe 4). He also asked them to review the work plan of the year 2006 (Annexes 2&3). Dr. El Aref described in brief the Egyptian in-kind contribution to the Centre. He also explained the role of the facilitator, the BCRC-Egypt coordinators, and the consultants in implementing the activities envisaged under the project. Dr. El Aref emphasized that for the sustainability of the BCRC-Egypt, there is a need to build the capacity and prepare second line experts within the centre. In this respect he referred to the coordinators introduced earlier in the morning session of the meeting and the need to recruit them to work on consultancy basis with the project. He indicated also the clear terms of references of these coordinators and how they will contribute to the BCRC-Egypt capacity to provide quality services to the member countries in the future.

Members of the Project Steering Committee (PSC-1) requested more explanation on some items in the overall budget of the project and on the Budget breakdown for the 2006 workplan. Brain storming discussion has resulted in some structural and budget adjustment to the 2006 work plan to match the original budget lines shown in the signed project document. However the main themes of the detailed work programme and the total budget were not changed.

The following summarizes the main recommendations and changes approved by the Project Steering Committee:

1. The Project Steering Committee acknowledged the existence of a separate budget line for the international facilitator, and approved financing the proposed organization (working groups/coordinator) from the consultants budget line (line 1201 in annex VII). The members also recommended that the facilitator obligations should not be restricted to the activities of the project but should also extend to other activities of the centre including fundraising, public awareness, national and international meetings.
2. The amount of 34,000 US\$ saved from the 2006 facilitator budget can be used to support other activities of the 2006 plan.
3. Approving the allocation of about 46,000 US\$ out of 129,000 US\$ of the consultants budget line to the Centre's technical working groups (work fields coordinators).
4. As the consultancy will depend on the actual needs and progress of each activity and due to the fact that in certain activities the coordinators with the help of the focal points and the facilitator can do the job. The Project Steering Committee (PSC-1) approved the budget of technical consultancy only "if needed". The decision of whether a technical consultant is needed or not will be taken by the director of the centre in consultation with the project facilitator

with the approval of the Project Steering Committee. Any saved budget from the consultancy services should be used to support other activities in year 2006 or in the years to come as recommended by PSC-1.

5. The budget of the legal consultants of activity 3.1 (Workshop on the Protocol of Liability) will be carried over to activity 3.2 (Review of National Legislation).
6. The Project Steering Committee (PSC-1) encourages the director of the Centre and the coordinator of activity 4.2 (Workshop on the recycling of used oils) to continue negotiation with the Bahrain and Tunisia focal points for co funding to ensure extra 22,000 US\$ for this activity. If this negotiation is failed the necessary money to implement this workshop will be used from the saved budget of the consultancy.
7. The PSC-1 has approved changes to the target countries of the activities 2.2 to be Saudi Arabia, Jordan and Algeria.

The Project Steering Committee (PSC-1) was concluded with a statement by Dr. El Aref expressing his gratitude and appreciation of the great effort done by the members of the steering committee and the Secretariat of the Basel Convention; he also thanked the Government of Finland for generously funding the project. He concluded by urging members of the Project Steering Committee to set their priority issues and needs of their countries to be included in the business plan of the Centre in the years 2007 and 2008.

**4-7 Next Meeting of the Project Steering Committee (PSC-2):** January, February-2007.

## **Annex 1**

### **Terms of References (ToRs) of the Project Steering Committee**

The Project Steering Committee is established to assist UNEP (the Secretariat of the Basel Convention), the Governments of Egypt and Finland, and the Director of the Centre in guiding, coordinating, monitoring and evaluating the Centre's activities pertaining to the activities envisaged under the project document.

Specific, the PSC shall:

1. Analyse the responses of national focal points related to the finalisation of the project's work programme
2. Approve the final work programme of the project, including the adjustments in the budget of the project related to its activities
3. Approve adjustments in the work programme and budget, when necessary;
4. Approve the terms of reference of short-term consultants appointed under the project;
5. Consider the strategy for long-term financial self-sufficiency of the centre;
6. Carry out a mid-term evaluation of the progress in the implementation of the project; and
7. Carry out the overall evaluation of the project towards the end of the project period.
8. The Committee will normally work in meetings, supplemented by contacts through correspondence in between the meetings. Four meetings of the Committee are planned during the duration of the project.
9. English will be the working language of the Committee.