



UNITED NATIONS
ECONOMIC
COMMISSION FOR EUROPE

WORLD HEALTH
ORGANIZATION
REGIONAL OFFICE FOR
EUROPE

WORKSHOP ON REPORTING UNDER THE PROTOCOL ON WATER AND HEALTH Geneva, 12–13 February 2013

to be held in the Palais des Nations, Geneva, Switzerland,
starting at 10.00 a.m. on Tuesday, 12 February

INFORMATION NOTICE

I. Objectives

1. The workshop aims to support Parties and non-Parties in the preparation of their national summary reports in the framework of the second reporting exercise¹ under the Protocol on Water and Health. In accordance with the adopted Guidelines on Reporting, the deadline for submission of summary reports is **29 April 2013** - 210 days prior to the next session of the Meeting of the Parties, to be held in Oslo, Norway, on 25-27 November 2013. The national reports should be completed by using a template for reporting, which was also adopted at the second session of the Meeting of the Parties (Bucharest, 23-25 November 2010). Summary reports will be circulated to all Parties and will provide an important input to the third session of the Meeting of the Parties.
2. The workshop will provide the opportunity:
 - (a) To exchange experiences and lessons learned by Parties and non-Parties from the first pilot reporting exercise² conducted in 2009-2010
 - (b) To present and discuss the process of preparation of the summary reports, the lessons learned, the challenges encountered and the solutions applied
 - (c) To discuss the preliminary results of the reporting exercise at the national level, in particular the progress achieved towards the targets set, the remaining difficulties and the opportunity to revise the targets set
3. The workshop is addressed to all those who are responsible for, or involved in the process of target-setting and reporting under the Protocol: first and foremost governmental representatives, but also water and health managers, local authorities, and representatives of academia, research institutes and non-governmental organizations.

¹For details, please see the webpage of the second reporting exercise:
http://www.unece.org/env/water/protocol_second_reporting_cycle.html

² For details, please see http://www.unece.org/env/water/protocol_implementation_reports.html

4. By the time of the workshop, Parties and non-Parties will be fully engaged in the preparation of their national reports. Thus participants attending the workshop will be expected to actively share their experience related to the process and its preliminary results: from the planning and organization at the national level, to the information gathering and assessment, the coordination among institutions involved and the participation of the public, the assessment of the results and the next steps.

II. Background

5. According to article 6 of the Protocol, Parties shall set targets and target dates within two years of becoming a Party. Article 7 requires Parties to collect and evaluate data on their progress vis-à-vis achievement of the targets and on indicators designed to show how that progress has contributed towards preventing, controlling or reducing water-related disease. Furthermore, the Protocol stipulates that every three years, each Party shall provide to the secretariat for circulation to the other Parties a summary report of the data collected and evaluated. The summary reports shall also include an assessment of the progress achieved. The Meeting of the Parties shall evaluate progress in implementing the Protocol on the basis of these summary reports.

6. The first pilot reporting exercise was conducted in 2009-2010. The analysis of the first reporting exercise, which concluded with the submission of summary reports by 22 Parties and 3 non-Parties, had been summarized in the report of the Compliance Committee (ECE/MP.WH/2010/3-EUDHP1003944/4.2/1/9) as well as the Regional report on the status of implementation of the Protocol (ECE/MP.WH/2010/2-EUDHP1003944/4.2/1/8) that were submitted to the second session of the Meeting of the Parties. These reports identified a number of common challenges and shortcomings both in terms of administrative and substantive aspects of preparation and submission of reports. These background documents are available at the webpage of the second reporting exercise.

7. On the basis of such experience, the Meeting of the Parties at its second session adopted the Guidelines on Reporting, together with a template for the summary reports to be used for the future reporting exercise, including the current one in view of the third session of the Meeting of the Parties.

III. Organization of work

8. The workshop will be organized on 12 and 13 February 2013, back to back with the sixth meeting of the Task Force on Target-Setting and Reporting (14 February 2013), under the leadership of the Government of Switzerland with the support of the joint UNECE³ and WHO/EURO⁴ secretariat.

9. The workshop will consist of the following sessions:

- **General introduction to reporting**

This session will introduce the rationale and objectives of the reporting exercise, in particular the relationship with the setting of targets in accordance with the Protocol.

- **The lessons from the first pilot reporting exercise and progress in the second reporting cycle**

This session will recall common shortcomings that were identified during the first reporting exercise to be taken into account in the on-going preparations of the

³ United Nations Economic Commission for Europe.

⁴ World Health Organization Regional Office for Europe.

summary report.

During this session, all Parties and non-Parties will be invited to inform participants on the organization of the reporting exercise in their country, the level of advancement, how the lessons from the first reporting cycle were used and additional experience from the current reporting exercise. Specific attention will be given to aspects of national coordination of the reporting process and the planning and organization of the exercise at the national level. This session will also discuss how countries which have not formally adopted their national target can report.

- **Common indicators**

This session will discuss experience in completing information for Part Two of the reporting template on common indicators related to the quality of drinking water supplies; the reduction of the scale of outbreaks and incidence of infectious diseases potentially related to water; access to drinking water; access to sanitation; and the effectiveness of management, protection and use of freshwater resources.

- **Reporting on targets and target dates set and assessment of progress**

This session will allow an exchange of experience in completing information for Part Three of the reporting template on targets and target dates set and assessment of progress, difficulties encountered and approaches adopted in addressing them.

- **Reporting on the overall implementation of the Protocol**

This session will discuss the preliminary results emerging from the draft reports. It will focus on the analysis and synthesis of the overall progress achieved in implementing the Protocol as requested in Part Four of the reporting template, including information on implementation of articles other than articles 6 and 7 (for instance implementation of: article 9 on public awareness, education, training, research and development and information; article 10 on public participation; article 11 on international cooperation; article 12 on joint and coordinated international action; article 13 on cooperation in relation to transboundary waters; and article 14 on international support for national action).

The session will also discuss next steps at the national level deriving from the assessment of progress and reporting related to the possible revision of national targets.

- **Coordination on government level and involvement of diverse stakeholders in the preparation of national reports**

This session will allow discussing ways and means to ensure i) inter-ministerial coordination between water, environment, health and other related sectors and ii) involvement of other stakeholders such as the civil society, local communities, the private sector and the media in the preparations of national summary reports.

10. A detailed provisional programme of the workshop will be issued in January 2013.

IV. Background documentation

11. The background material for the workshop will be available on the webpage of the meeting http://www.unece.org/env/water/meetings/second_reporting_workshop.html. The main documents include:

- (a) Guidelines on setting targets, evaluation of progress and reporting

- (b) Guidelines and template for summary reports
- (c) Report of the Compliance Committee to the second session of the Meeting of the Parties (ECE/MP.WH/2010/3-EUDHP1003944/4.2/1/9) and regional report on the status of implementation of the Protocol (ECE/MP.WH/2010/2-EUDHP1003944/4.2/1/8)

12. Participants are welcome to make available any other relevant materials at the workshop, in particular copies of their preliminary summary reports.

V. Practical information

13. The workshop will start at 10.00 a.m. on Tuesday, 12 February 2013 and end at 5.30 p.m. on Wednesday, 13 February 2013. It will be held in the Palais des Nations, Geneva. The workshop will be organized back to back with the sixth meeting of the Task Force on Target Setting and Reporting (14 February 2013). The working languages will be English, French and Russian.

14. The workshop is intended for all those who are or might be responsible or involved in reporting process. Focal points are requested to disseminate information on the workshop and to facilitate nomination of relevant experts from their respective countries.

15. Eligible participants from countries with economies in transition may apply for financial support to facilitate their participation in the workshop. Requests for financial support should be submitted to the UNECE secretariat (protocol.water_health@unece.org) as soon as possible, but no later than **7 January 2013. No application will be accepted after this deadline due to visa and travel arrangement regulations.** Due to the limited funds available, priority will be given to representatives of Parties and to experts providing inputs to the workshop.

16. Participants requiring entry visas should inform the secretariat as soon as possible. Due to the entry of Switzerland in the Schengen Zone, visa procedures have become more complicated. The minimum amount of time needed for obtaining a visa is 15 working days. **Participants needing a visa are therefore requested to submit their application as soon as possible and initiate visa procedures at least three weeks before the meeting.**

17. In accordance with United Nations accreditation procedures, participants are requested to complete the registration form available online http://www.unece.org/env/water/meetings/second_reporting_workshop.html and to transmit it to the UNECE secretariat **by 28 January 2013** either by fax (+ 41 22 917 0107) or e-mail (protocol.water_health@unece.org). On their way to the meeting, participants should obtain an identification badge at the Pass and Identification Unit of the United Nations Office at Geneva Security and Safety Section located at the Pregny Gate, 14 Avenue de la Paix (see map on the UNECE Protocol website). Please allow time for this. In case of difficulty, please contact the secretariat by telephone at +41 22 917 1911.

18. Practical information on the Palais des Nations, as well as on transport and accommodation in Geneva, is available online at: <http://www.unece.org/meetings/practical.html>.

19. Further information, the registration form and relevant material will be made available on the following website in due course:
http://www.unece.org/env/water/meetings/second_reporting_workshop.html
