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UNITED NATIONS  
ECONOMIC COMMISSION FOR EUROPE

WORLD HEALTH ORGANIZATION  
REGIONAL OFFICE FOR EUROPE

**ANNOTATED PROVISIONAL AGENDA FOR THE THIRD MEETING  
OF THE TASK FORCE ON INDICATORS AND REPORTING**

**(Geneva, 17-18 February 2010)**

to be held in the Palais des Nations starting at 3.00 p.m.

**I. PROVISIONAL AGENDA**

1. Opening of the meeting
2. Adoption of the agenda
3. Conclusions from the workshop on reporting
4. Guidelines on setting targets, evaluation of progress and reporting
5. Guidelines for summary reports in accordance with article 7 of the Protocol and the pilot reporting exercise
6. Future work of the Task Force on Indicators and Reporting in the Protocol's programme of work for 2011-2013
7. Other business
8. Closing of the meeting

**II. BACKGROUND AND PRACTICAL INFORMATION**

The Task Force on Indicators and Reporting was established by the first Meeting of the Parties to the Protocol on Water and Health (Geneva, 17–19 January 2007) with a mandate linked to implementation of articles 6 (Targets and target dates) and 7 (Review and assessment of progress). The Task Force's main objectives are to provide guidance to Parties and to promote the exchange of experience and harmonization in the region. To these aims, the Task Force has prepared draft guidelines for the setting of targets and target dates, evaluation of progress and reporting, as well as draft guidelines for summary reports in accordance with article 7, for adoption by the Parties at their second meeting.

The third meeting of the Task Force will be held in the Palais des Nations, Geneva, on 17-18 February 2010, back-to-back with the workshop on reporting (16–17 February 2010).

## WH/TFIR 03-01

The meeting will start at 3 p.m. on Wednesday, 17 February 2010, and will close at 12.30 a.m. on Thursday 18 February 2010.

The working languages will be English, French and Russian.

All relevant documentation for the meeting will be made available in due course at:

[www.unece.org/env/water/meetings/documents\\_TFIR.htm](http://www.unece.org/env/water/meetings/documents_TFIR.htm).

The meeting is open to experts from Parties and non-Parties to the Protocol representing governmental (ministerial) authorities, water and health managers, the private sector, international organizations and non-governmental organizations, as well as other interested stakeholders. Focal points are requested to facilitate nomination of relevant experts from their respective countries. Given the complexity of the issues to be discussed, delegates should consult beforehand in their countries with the relevant **health, environment and water management authorities** to ensure that the views, needs and approaches of all sectors concerned are taken into account in the draft guidelines and in the proposed indicators.

Eligible participants from countries with economies in transition may apply for financial support to facilitate their participation in the Task Force. Requests for financial support should be submitted to the UNECE secretariat ([olga.carlos@unece.org](mailto:olga.carlos@unece.org)) as soon as possible, but **not later than 8 January 2010**. No application will be accepted after this deadline due to changes in visa and travel arrangement regulations.

Participants requiring entry visas should inform the secretariat as soon as possible. Due to the **entry of Switzerland into the Schengen Zone** in December 2008, visa procedures have become more complicated. The minimum amount of time needed for obtaining a visa is now **15 working days**. Participants needing a visa are therefore requested to **submit their application as soon as possible and to initiate visa procedures at least three weeks before the meeting**.

In accordance with the United Nations accreditation procedures, participants are requested to complete the registration form available online ([http://www.unece.org/env/water/meetings/documents\\_TFIR.htm](http://www.unece.org/env/water/meetings/documents_TFIR.htm)) and to transmit it to the UNECE secretariat by **25 January 2010** – either by fax (+ 41 22 917 0621) or by e-mail ([olga.carlos@unece.org](mailto:olga.carlos@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 enough time for this. In case of difficulty, please contact the secretariat by telephone at +41 22 917 1926.

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

### III. ANNOTATIONS TO THE AGENDA

#### Item 1: Opening of the meeting (3.00 – 3.05 p.m.)

1. At its first meeting, the Task Force elected Mr. Pierre Studer (Switzerland) as Chairperson of the Task Force and Ms. Zsuzsa Steindl (Hungary) and Mr. Oliver Schmoll, (Germany) as Vice-Chairpersons. The Chairperson will open the meeting, recalling the mandate of the Task Force and the objectives of the meeting.

**Item 2: Adoption of the agenda (3.05 – 3.10 p.m.)**

2. The Task Force is expected to adopt its agenda as set out in the present document.

**Item 3: Conclusions of the workshop on reporting (3.10- 3.30 p.m.)**

3. The Chairperson will present the main conclusions of the workshop on reporting organized back-to-back with the Task Force meeting. These conclusions and the feedback received from the pilot reporting, will be the basis for the discussion under item 5 on the Guidelines for summary reports in accordance with article 7 of the Protocol.

**Item 4: Guidelines on setting targets, evaluation of progress and reporting (3.30 – 5.00 p.m.)**

Background document: Draft guidelines on setting targets, evaluation of progress and reporting (ECE/MP.WH/WG.1/2009/4 - EUR/09/5086340/9) as well as list of proposed changes to the draft guidelines since the second meeting of the Working Group on Water and Health, WH/TFIR 03-02)

4. At its second meeting, the Working Group on Water and Health examined the draft guidelines on setting targets, evaluation of progress and reporting and only provided minor comments. In light of the additional experience gained in setting targets, evaluation of progress and reporting, the Task Force will consider the need to amend or further elaborate the draft Guidelines. .
5. In particular, the Task Force will agree on:
  - (a) The text and, if necessary, additional recommendations to be included in the guidelines;
  - (b) Additional examples of good practices included in the guidelines, and, if relevant, reference to recognized standards, methodologies, studies, etc.
6. Finally, the Task Force should agree on work-sharing arrangements to finalize the guidelines for submission to the third meeting of the Working Group on Water and Health and subsequently to the second session of the Meeting of the Parties.

**Item 5: Guidelines for summary reports in accordance with article 7 of the Protocol and the pilot reporting exercise (5.00 – 6.00 p.m. and 9.30 – 11.15 a.m. on 18 February)**

Background document: summary reports in accordance with article 7 of the Protocol on Water and Health (ECE/MP.WH/WG.1/2009/5 - EUR/09/5086342/7) and outline of the regional implementation report (WH/TFIR 03-03)

7. At its second meeting, the Working Group on Water and Health endorsed the draft guidelines for summary reports and agreed on the proposed format for pilot reporting to the second session of the Meeting of the Parties.
8. In the light of the experience from the pilot reporting and the discussions and conclusions of the workshop on reporting, the Task Force will assess the need to revise the draft guidelines on summary reports in accordance with article 7, for consideration by the Working Group on Water and Health at its third meeting.

9. The results of the pilot reporting exercise will be synthesized in a regional implementation report summarizing progress made, and identifying significant trends, challenges and solutions, in the area of water and health. The report will be submitted to the second session of the Meeting of the Parties. The Task Force will discuss and agree on the format, structure, issues to be covered and degree of details and analysis to be included in the regional implementation report.

**Item 6: Future work of the Task Force on Indicators and Reporting in the Protocol's programme of work for 2011-2013 (11.15 – 12.20 a.m.)**

Background document: Concept note on the future work of the Task Force on Indicators and Reporting in the programme of work 2011-2013 (WH/TFIR 03-04)

10. On the basis of a document prepared by the Chairperson and following the request from the Working Group on Water and Health, the Task Force will assess the work achieved, draw lessons learned and agree on the future activities in the area of setting targets and reporting under the Protocol, to be incorporated into the programme of work 2011–2013. The Task Force will choose and prioritize specific areas for work, and propose specific outputs and deliverables, taking into account financial implications.

**Item 7: Other business (11.20 a.m.)**

11. Delegates wishing to propose points under this item are requested to inform the secretariat as soon as possible.

**Item 8: Closing of the meeting**

12. The Chairperson will summarize the key outcomes of the discussion, and will close the meeting at 12.30 a.m.

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