



*Basel Convention Regional Centre for Training and Technology Transfer for Arab States in Egypt*

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## Minutes of the Fourth Project Steering Committee Meeting (PSC-4)

2<sup>nd</sup> December 2008, Cairo

Project: Capacity Building for the Implementation of the Basel Convention

Sub-programme: "A Better Environment for Human Health and Well-Being".  
(Funded by the Government of Finland).

Project Title: The Basel Convention Regional Centre for Training and Technology Transfer for Arab States in Cairo - Capacity Building for the Implementation of the Basel Convention

Project Number: BD/6010-06-02- IMIS No: BDL-1514-2985-2661

## Participants

### Official Members

Member	Representative Name
Secretariat of the Basel Convention	Mr. Nelson Sabogal
Government of Finland	Ms Helena Tuuri (Ministry for Foreign Affairs of Finland)
(Donor Country)	Ms Pauliina Hellman Field (Ministry for Foreign Affairs of Finland)
	Mr. Jouko Eskelinen (Ministry for Foreign Affairs of Finland)
Egypt (Host Country)	Mr. Adel El Shafei
Jordan	Dr. Mohammed El Kheshashna
Bahrain	Mr. Abdel Mohsin Al Mohmoud
BCRC-Egypt	Prof. Mohamed Hani Moubasher
	Dr. Said Dahroug
	Prof. Mortada El Aref
	Samar Mohktar Kotb

### Invited Observers

Affiliation	Representative Name
Private Consultant	Dr. Mohamed El Zarka

Meeting venue: Hotel Safeer, Giza.

Meeting Start time: 11:00 am

Meeting closing time: 6:00 pm.

"Ms Helena Tuuri, and Dr. Mohamed El Zarka left the meeting independently for other commitment before it has been concluded.

## **1- The Minutes:**

### **1-1. opening:**

**Prof. El Aref** opened the meeting introducing his successor as director of BCRC- Egypt. Prof. Mohamed Hani Moubasher, a US graduate with a keen and wide-ranging interest in organic pollutants. Adding that during his short tenure he has worked diligently to extend the purview of BCRC- Egypt to include both the Basel and Stockholm conventions, and that he has always been an active faculty member and has successfully directed many research projects.

**Prof. Moubasher** "It is my honor and distinct privilege to chair the 4<sup>th</sup> meeting of the Steering Committee of the Finland- funded project and as such I'd like to welcome Ms. Helena Tuuri, director for the Middle East and North Africa, MFA, Finland , Mr. Jouko Eskelinen, Senior Environmental advisor and Mrs. Pauliina Hellman-Field, desk officer, MFA. Finland".

He added "It is also my pleasure to welcome Mr. Nelson Sabogal, Senior Programme officer, SBC., Dr. Mohammad Khashashneh, director of chemical and HW. Dept., Jordan and last but not least Mr. Abdul-Mohsen Al-Hammoud, (Bahrain) and Mr. Adel Shafei, Egypt. Also, I'd like to relay to you apologies of the delegates of Tunisia and Algeria.

He concluded "I'd be remiss if I don't acknowledge the contributions of the government of Finland and express our profound gratitude to SBC. for its continued support. I'd also like to extend our deepest thanks to Dr. Al-Aref for his tireless efforts and invaluable contributions over the last 5 years and also for managing the Finnish project over the last 3 years.

**Dr.Dahroug** welcomed the participants and conveyed apologies for absence of the PSC members from Tunisia and Algeria due to emerged commitments with their respective ministers of the

environment. He added that they'll go over the minutes and documents sent earlier and to those emanating from this steering committee meeting and will certainly derive benefit from it and forward their comments to the rest of the members.

**Prof. Moubasher** requested that Dr. Mohammad El-Zarka, a private consultant, will attend as observer and indicated that BCRC-Egypt would like to recognize Prof. Mortada El-Aref. He then gave the floor for **Ms. Helena** to give her opening remarks.

**Ms. Helena** "I'd like to thank BCRC-Egypt and staff for their continuous efforts and contributions as an important tool for the implementation of the Basel convention. We appreciate its leading role in hazardous waste management in the Arab countries to which it accords the highest priority. Such priority is exemplified by a well-functioning the hazardous waste management (HWM) plant in Alexandria, Egypt. I'm happy to say that we went there and were very impressed. The Egyptian Environmental Affairs Agency has done a lot where HWM is concerned in greater Cairo. This is truly reflected by several feasibility studies, management review mission, assessments and recommendations as well as organizing seminars to share experience. Congratulations are due for the unique role BCRC-Egypt is playing in the region, work transparency and valuable contribution in developing pilot projects and workshops and in producing guidelines and disseminating information among Arab countries. We hope this meeting will address ensuring financial sustainability and extending membership as well as envisaging a more prominent role for NGO.'s and the private sector. I'd also like to express our deep gratitude to Prof. M. Al-Aref for his cooperation. We'd also like to thank Egypt for being a base for BCRC.

**Dr. Dahroug:** I'll now turn the floor over to Mr. Nelson

**Mr. Nelson:** Thank you very much.

On behalf of the secretariat of the Basel convention I wish to welcome you to the 4<sup>th</sup> Meeting of the Project Steering Committee and thank the centre for it's pioneering role in HWM in the region.

After the meeting held on January 14<sup>th</sup>, 2008 to review progress in the implementation of the Finland-funded project and the management review carried out on behalf of the Finland Ministry of Foreign Affairs, this current meeting of the 4<sup>th</sup> Steering Committee is all important in the determination of the future work and the sustainability of the centre.

The meeting will review the progress in the implementation of the work plan for 2008 and adjust budgetary allocations necessary and will discuss work plan for extension to 2009.

I hope that the centre will prepare the business plan for 2009-2011. The SBC has already distributed the guidelines in late September to all centers. We wanted the business plan ready by the end of November, but may be we can discuss it in this meeting. This discussion is important for the government of Finland as donor country and also for SBC.

We, as members of this 4<sup>th</sup> Steering Committee, shall assist in guiding, monitoring and coordinating the work of the centre.

I wish to thank the centre for its hospitality and the member countries for attending although we regret the absence of the members from Algeria, Tunisia and UAE.

I also wish to thank the government of Finland for its generous contribution of one million Euros and shall ensure that it is used for its intended purpose and is properly accounted for thank you very much.

The floor was then given to the members to give their opening remarks

**Dr. M.khashashneh (Jordan)** I'm proud of having been a member of BCRC.- Egypt over the last 3 years. We've achieved a lot but we're still looking forward to more. We've posted considerable success and hope for more to come. I'd like to extend thanks to the Government of Finland for its support and to Egypt for being a gracious host of the centre.

We also owe a great debt of gratitude to Prof. El Aref for his many exploits and our best wishes for Prof. Moubasher who, we're sure, will inject new thought and introduce a different approach. We stand ready to cooperate with a man of his caliber and hope that he be able to energize and synergize us and put us on the right track.

**Dr. Abdul-Mohsen (Bahrain)** Thanks are certainly due Prof. El Aref. We feel different compared to other centres, thanks to him.

**Eng. Adel Shafei , Egypt** I would like to thank Prof. El Aref and to commend Prof. Hani on the excellent work of the BCRC-Egypt as I consider myself as a prime beneficiary of this centre and wish it continued success.

**Prof. Moubasher** then started presenting the proposed agenda of the meeting (annex 1), and got the unanimous agreement of the members, and the agenda was adopted.

Following the adoption **Prof. Moubasher** started his presentation (Annex 2) highlighting the strategic progress achieved so far by the BCRC-Egypt, stressing on the institutional capacity building and awareness raising. He also, explained the logic behind extending the project into 2009, presenting prognostics for sustainability of the center and concluded with a summary financial statement. He also presented some constraints and challenges for the progress of the activities of the center and its sustainability, and requested to utilize the euro/dollar exchange gains and savings from 2008 in conducting complementary activities and for extending the contract of project facilitator for six more months over 2009.

Following his presentation **Prof. Moubasher** commended **Prof. El Aref** and the members of the Steering committee with compliment medals of the BCRC-Egypt.

The floor was then given to Dr. Dahroug to present the detailed project progress and workplan for extension into 2009.

**Dr. Dahroug, the International Facilitator** comment that it is hard pressed to find anything to add to Dr. Hany's very interesting and highly enlightening presentation, and indicated that he will try

to present more detailed explanation and highlight the most important issues.

**Dr. Dahroug** started his series of presentations (Annex 3 & 4) with the presentation on the progress of 2008 workplan. He invigorated the memories of the members with the objectives of the plan then proceeded with the activities with progress status.

During his presentation, discussions heated regarding specific issues; the following lists the main points raised:

Points raised by **Mr. Nelson**;

- Resource mobilization and POPs pilot activity should be initiated and completed to make use of results in marketing the BCRC-Egypt expertise.

Points raised by **Ms Pauliina**;

- Need to keep reporting according to log frame format highlighting performance parameters and indicators.
- Need to clarify difficulties in attracting prominent international consultants to work with the centre.

Points raised by **Eng. Adel Shafei**;

- Activities cost statement need to be included within the report to clarify commitment to delayed activities
- The regional strategy for combating illegal trade should be circulated for further consultant.
- BCRC-Egypt should make reference /use of the world customs organization current illegal trade combat endeavors while finalizing the strategy
- Need for more impactful participation of facilitators and directors in regional meetings.
- Need to focus on activities such as financial sustainability, synergy with other centres, bilateral cooperation between centres, and exchange of information ... etc.

- Put more emphasis on mission reports and share with member countries and members of the Steering Committee members.
- Financial auditing needs to be simplified because, after all, we aren't financial experts. So, we need to say that allocations are (x) and expenditures are (y)
- There is a pressing need to highlight illegal trade in H.W. in the Arab region
- Circulating draft reports of some pilot projects will certainly attract comments. The draft report on liquid HW. For example, is bogged down within a narrow circle of countries and we need guidance to finalize via subcontractors.
- Issues pertaining to resource mobilization need to be more emphasized.
- Separate activities funded by other entities beside Finland e.g translation of the MPPI guidelines.
- The elements of the drive to promote public awareness are still narrow.
- The expression "satellite activities" is ambiguous

**Dr. Abdul- Mohsen** wondered whether the strategy will address Maritime or overland transport of HW.

**Dr. Khashashneh** indicated that it would be more useful to include procedures to combat overland transport of HW, which is usually from developed to developing countries, but now we're witnessing a surge in overland transport of HW between developing countries.

**Dr. Dahroug** responded to the issues raised by highlighting the following issues:

1. the center is serving 22 countries, response is all the time very weak, for the resource mobilization and offer to provide on the job training for juniors working with hazardous waste departments in the 22 Arab countries, we got no reply to our invitation, not even an enquiry; only we have received

Ironically, Kuwait inquired “by phone” about fees to be paid to the delegates and was apparently put off by our offer , which is that we provide training but expenses to be paid by the country of the delegate.

2. We had a preparatory meeting with EEAA and the cement company representative to discuss issue related to the obsolete pesticides component and we will continue to negotiate with other stakeholders from ministries of health and agriculture.
3. The general reluctance of int’l experts to participate in the BCRC-Egypt activities is either because of concerns over limited budgets or regional conditions; we had to confine ourselves to consultants from the region or from Egyptian university professors and consulting firms.
4. Lack of feedback from participants to the workshops and weak reporting of satellite activities remain a major deficiency in our region.
5. The draft framework of the strategy for combating the illegal trade in hazardous wastes in the region has already been prepared and is ready to share with member countries and stakeholders. Overland traffic in Arab countries will also be considered, and has been requested by the League of Arab States Team following up with chemical conventions. The financial structure is a joint effort by the government of Finland, UNEP- MAP and UNEP- ROWA. Also, we have input from WCO, who presented its green customs initiative during the inception workshop and consultation meeting held in December last year.
6. Translation of the MPPI documents was jointly funded by the Swiss and Finnish funded project.
7. Awareness raising has been ongoing via our regularly published newsletters and website
8. The issue of progress and performance indicators is more or less complicated as what was requested from BCRC-Egypt to develop a system for measuring indicators for the impact of

the BCRC-Egypt activities at the BCRC-Egypt level, at the national level, at the regional level and at the international level and we came up with an outline for such system but not yet well developed.

9. We mean by satellite activities, activities executed by the Finland funded project but implemented by other agency usually the Basel convention focal points in target countries it can be substituted with "distant activities".
10. Instituting Hazardous Waste inventory units in Egypt & Sudan are operating and pilot inventories on a geographic sector basis completed in Egypt, whereas in Sudan inventory of lead- acid batteries is conducted on a dual basis i.e. waste stream and geographic sector. In Syria the unit is operational, but no studies are forthcoming. Syria, on the other hand, has opted for an industrial sector approach, but response is limited and slow.
11. Another prominent example of BCRC-Egypt capacity building pilot projects is developing HWM plan for labs and workshops in the Cairo university campus. There are 300 labs within the Cairo university campus that used to dump most of their wastes in the sewage system with all the dangers inherent in using unprocessed waste water. Using our own limited resources and staff, we've developed a questionnaire and a field survey to review the current status and assess the quantities and types of hazardous chemicals and have thus far collected 190 filled questionnaires. Analysis is on-going and results will be presented to the chairman of the Cairo University and will be shared with other Universities in the region.
12. Reluctance of the member countries to send junior staff for on the job training with the centre is probably attributable to limited HWM staff which can't be spared for an entire month or so as was planned.

After clarifying points raised, **Dr. Dahroug** gave the floor to **Dr. Khashashneh** to present the progress in the pilot project implemented by the Jordanian environmental authority.

**Dr. Khashashneh** indicated that the Jordanian environmental authority has laid a roadmap of sorts to regulate establishing, licencing and permitting of HWM facilities, and is using a self-styled environmental police dept. to enforce regulations & legislations. In order to efficiently and cost effectively operate the facility, it has been leased to the private sector to operate, and the government will ensure sending at least a minimum figure of the generated waste to the facility to secure operating expenses and investment pay back, otherwise the government will compensate the operator. The pilot activity funded by BCRC-Egypt via the Finland funded project, will greatly help coordinating and complementing other measures by the government. The project started with identifying stakeholders and projects with similar objectives, and holds a steering committee meeting to establish communication and exchange knowledge and identify areas for complement and cooperation. Currently the project team develops monitoring modules and forms for auditing and will very soon start surveying the pharmaceutical sector.

**Dr. Dahroug** then presented the financial statement. He indicated that the statement could be read in three distinctive columns. The first column represent cost for planned activities, the second column represent committed budget for activities still ongoing and the third column represent the savings from completed activities of activities to be terminated for extremely low reporting or due to no response. I count from such activities the project in Yemen, the project in Syria and the Project proposed for Mauritania which is proposed to be canceled.

**Mr. Shafei** interrupted indicating that cancellation of the pilot project in Mauritania is a very tough decision to make, and as a steering committee, given that we don't know the reality of the situation

**Dr. Dahroug** indicated that he met the Mauritanian delegate during the legislation workshop informed that they definitely interested in the project and the support from the BCRC-Egypt and that he will follow up and make sure that the MOU signed and sent to the centre. **Dr. Dahroug** added that until today we have not received any official response to our correspondences.

**Dr El Aref** proposed to give Mauritania a period of grace until end of February 2009.

The members agreed to give the three projects a grace period until end of February 2009 before terminating the project and withhold the remaining commitments.

**Dr. Al- Aref** we then understands that Mauritania is to start the pilot project, while Syria and Yemen are to end theirs, with the understanding that financial pledges are to be withdrawn from non-committed or non- responsive countries.

**Mr. Shafei** replied that money has been advanced to those pilot projects in Syria & Yemen and we can't simply terminate for lack of progress, and we have to continue supporting these activities.

**Ms. Pauliina** wondered that the project in Mauritania is not yet started and termination can be, therefore, logical

**Mr. Jouko:** indicated that it is certain that the capacity of environment ministries and focal points need development and the project on illegal trade of waste is a good example through which these capacities can be further built. Resources are, of course, a very important issue and the centre need to further pursue the ownership of the member Arab countries. Sudan, for example, is a new comer and a virgin country for capacity building and Finland is interested in its good participation with the BCRC-Egypt activities. Also he indicated that cooperation with Ethiopia is encouraged. He wondered if the centre has any pilot project there.

**Dr. Dahroug** replied Ethiopia is not among the 22 Arab countries served by the centre.

**Mr. Nelson** indicated that it worth high lighting the following points.

- 1- The position on illegal traffic of HW.
- 2- The unfortunate situations in Syria, Mauritania and Yemen.
- 3- The public awareness initiative is good but needs to be further improved.
- 4- As for resource mobilization, we are developing a hand-book in which all regulations & procedures are to be compiled, which will make it easier to use.
- 5- I've consistently offered assistance and even seized the opportunity of the COP 9 to mention the work done by BCRC – Egypt.
- 6- Need input from member countries and regional centres regarding the strategic plan of the Basel Convention

**Dr. Khashashneh** reported that we have to think of how to energize member countries and make them more interested in the work of the BCRC-Egypt and the SBC.

**Ms. Pauliina** suggested examining how juniors become more attractive as job candidates with UNEP and try to follow a similar approach.

The floor was then given to **Mr. Nelson** to present the recommendations of the Mid-Term Review.

**Mr. Nelson** started with acknowledgement to the donor country, Finland and the esteemed representatives. He also acknowledged the efforts exerted by **Prof. El Aref** and **Dr. Dahroug**, whose tenures as director and project facilitator, were marked by openness & transparency. He then run over the recommendations of the mid-term review indicating that the BCRC-Egypt was very helpful in successfully executing the review. He high lighted the main findings indicating the strong need for developing a financial strategy for the BCRC-Egypt to secure operational sustainability, and that this strategy should include lending staff from member countries to work for the center. Also, Mr. Nelson stressed on the

need to circulate BCRC-Egypt reports to the member countries and to the donor country, and need to include executive summary in English for Arabic language reports. At the end of his presentation he made the following recommendations;

- 1) Regarding institutional sustainability: The Centre is to develop a proposal on how to operate and sustain from the institutional and operational point of view.
- 2) Increased financial sustainability. Develop products from legal and institutional advisory services and duplicates the training courses. Broadening the scope of services also to other international environmental conventions. Merging activities with UNIDO-CP Centers?
- 3) Developing HW related laboratory services or laboratory quality management services?
- 4) Resource mobilization: Approach Kuwait fund. Contribution in kind by providing staff, sending junior experts to work at the Centre as contribution from member countries.
- 5) More efficient dissemination: On-the-job training of key officials in passive Arab countries. Life practice in the twining activities going on in the countries of the region, for example, Egypt, Jordan, Tunisia. Practical cases, experiences of technology transfer as done by Tunisia with Cote d'Ivoire.
- 6) Offer the most competent consultants to deliver presentations in seminars and conferences arranged by national or international institutions. Sending senior officials to assist in the job training of the colleagues.
- 7) Establish links to cooperating organizations web site and vice versa.
- 8) Promote success stories in the newsletter and on the web site involving the focal points for material preparation.
- 9) Make sure to disseminate or to circulate the guidelines (whoever should use these guidelines, should preface the publications) and best practices and experiences from the Arab countries.

- 10) Offer training programs with revenue by the BCRC-Egypt.
- 11) Continue the excellent quality of publications, to strive towards knowledge Centre.
- 12) Approach potential donors with proposals that are fulfilling the needs of the countries.
- 13) Encourage focal points to formulate their needs in a project proposal.
- 14) Circulate the UNEP project manual to the focal points and advice to prepare proposal in the UNEP format. **(Available at: <http://www.unep.org/pcmu/Project%5Fmanual/>).**
- 15) Increase cooperation with industry to assess their needs and willingness in public-private partnership in HWM. Especially work with regionally active companies that are providing or could provide HW management services. Develop at least one pilot project in this field. Topics relevant to industry including e.g. treatment and minimization of liquid HW and upgrading industrial upgrading landfills to meet HW landfill status. Invite companies in workshops as speakers or participants in working groups as for BCRC-EGYPT:
- 16) Contribute the BCRCs handbook currently prepared by the SBC in which the 1<sup>st</sup> chapter is dedicated to resource mobilization and raising awareness.
- 17) The staff should come from the region concerned so that the centre doesn't decline when the project comes to an end.
- 18) Use the fact sheet from SBC.

Following **Mr. Nelson** presentation on the Mid-term review, **Dr. Dahroug** started to present the plan for extension into 2009. **Dr. Dahroug** indicated that most of the issues raised by the PSC members and those mentioned in the Mid-term review have been taken care of in the workplan for extension and in the activities proposed for Phase II of the project. He indicated that one of the

most important activities proposed for extension is consultation meeting proposed for the end of January/early February 2009 for discussing and endorsing the business plan for 2009-2010. Another important activity proposed for extension is the BCRC-Egypt promotion tour. He indicated that BCRC-Egypt will strive to successfully complete the ongoing activities and the activities to start very soon.

**Dr. Khashashneh,** I strongly support the promotion tour of BCRC-Egypt and that they should utilize in their tours the Landfill guidelines which is highly needed in the countries of the region. He added that from their side, they will hold a national workshop to introduce and promote the centre. He also advised that the centre should promote itself in the Persian Gulf countries.

**Dr. Dahroug:** BCRC-Egypt will be organizing regional & sub-regional promotional tour to try promoting to BCRC-Egypt & selling its services.

**Dr. Khashashneh:** you can easily convince member countries to hold Workshops where you can come & promote yourselves, but what we really need is a promotional programme not just a promo tour. You need, for example, to draw up a list of relevant activities which are relevant to existing problems such as the landfill problem. Jordan, for example, has 21 Landfills which is a huge number relative to its limited area. We shouldn't just investigate a problem, but go beyond it to a practicable solution. Also, I'm certain that each member country will be ready to host & finance a workshop relevant to its needs.

**Dr. Dahroug:** we are ready and will work along with the recommendations of this meeting.

**Dr. Hani:** Some countries are willing to host against a more beefed up attendance by their own junior experts. However, we've to admit that the response is universally weak and countries which do

respond fail to delegate junior experts in favor of seniors, who attend all functions! The most flagrant example was at the legislative workshop where legal & judicial experts didn't show up with technical experts attending instead! Also, we called the Kuwaiti focal point, inquiring about lack of participation and despite protests to the contrary Kuwait was conspicuously absent!

**Mr. Nelson :** you can invite SBC executive secretary Ms. Katharina Kumar to any of these workshops and she'll definitely attend

**Dr. El Aref:** I'd like to re-enforce Dr. Khashashneh's idea, if I may. It is very important to compile the activities & ensure access thereto, and I'm confident that BCRC- Egypt has the capacity to go beyond Cairo & invite more countries to be actively involved. This could be through organizing short training sessions, exerting more effort on more specific issues e.g. environmental legislations and inviting more than one candidate per country. We can make 2009 the year of such strategy. I don't mean big workshops but rather smaller training sessions hosted by different countries. We've a wealth of lectures and presentations which can be drawn upon by other centres.

**Mr. Shafei:** we should go beyond focal points because training sessions organized by the centre are attended by the same persons and certain countries are fed up with that e.g Argentina & Uruguay.

**Dr. Dahroug:** this is common for developing countries and it is possibly due to limited human and financial resources, if you look at the delegates to any COP meeting, you'll find one delegate per country and the question is how much material can that one person absorb, especially if highly diversified?

**Dr. Khashashneh:** this has to be addressed and rectified.

**Dr. Dahroug:** we've to reach top decision makers because their sympathy is more likely to be translated to physical support.

I personally requested that Ms. Katharina write to Environment Ministers in the Gulf countries to incite their interest in the centre.

**Dr. Hani:** I noticed that heads of the focal points attend each & every meeting.

**Dr. Shafei :** The invitation should specify in clear terms that self nomination is prohibited .

**Dr. Khashashneh:** Re-evaluation of the nomination mechanism is a necessity. Also, I think that promotion of the centre should proceed on twin tracks: the first being the promotional tour, while the 2nd is indicating some physical on the ground progress, which is the better course.

**Dr. Dahroug:** We're in the process of implementing that and we will work on developing the progress indicators that will reflect the progress.

**Mr. Nelson:** I know that it is a difficult task but the basic success of any indicator system lies in its simplicity, which is conducive to easier implementation.

**Dr. Dahroug:** I'll send you what material we've right now for you to determine the progress we've made so far, and we will appreciate your input.

**Mr. Nelson:** e-waste is a hot issue and your center was pioneer in e-waste projects you have to use this experience, what you did with the reports from Algeria, Saudi Arabia Jordan and Egypt; you should not stop keep knocking the doors.

**Dr. Dahrog:** Whenever the report is complete, we send it to the highest level. I've read the consultant's report thoroughly, improved on it and then forwarded it to the chief exec. officer in KSA., but never received acknowledgement!

**Mr. Nelson:** Send it to ministers of foreign affairs and the environment. There is still room for improvement, as far combating illegal HW. Traffic is concerned. Also, there is a need to emphasize sub-regional training.

**Dr. Dahroug:** We're doing just that.

**Mr. Nelson:** We need to send a financial report to UNEP by December 2008. I'd have preferred that you committed to finishing by October 2009 rather than by June 2009.

**Mr. Jouko:** There is no doubt that combating illegal traffic in HW. Is essential for all mankind but:

- You need to send a reminder of procedures to participants.
- Close follow-up of pilot projects must be ensured.
- Coordination efforts with other centres must be strengthened.

**Mr. Nelson:** The Nigerian regional centre requested material, so by all means send it. Zip it if necessary.

**Mr. Jouko:** Experience of past years & committees must be used & profited from.

- Ideas on sustainability must be developed.
- More efficient dissemination of products is a must.
- Links with NDP's must be established & promoted.
- Focal points must be encouraged.
- Cooperation with the industrial sector must be strengthened.

**Ms. Pauliina:** The issue of sustainability must be addressed as well as the role of the private sector. The Finnish contribution won't last forever and membership contribution is necessary i.e. fees paid by member Arab nations to the centre. Is there a political level (or forum) where this problem can be discussed and given the high profile it deserves?

**Dr. Dahroug:** The Arab league

**Ms. Pauliina:** The centre is lucky since it participates biannually in Arab league meetings, wherein it can raise the need for financial sustainability at the highest political level. Dr. Hani can write a letter on behalf of PSC., clarifying the efforts exerted by the centre and send through the Arab league to Arab ministers of the environment.

**Dr. Hani:** Now we come to the all important motion which is extending activities for another six months to allow for the completion of the ongoing activities and as bridge to anticipated Phase II.

Is there any objection to extending activities for six more months to also go forward with proposed consultation for business planning?

No objection? Motion carries.

**Prof. Hani:** we just need to propose an endorsement of a decision made by PSC- 3 ie. non- cost extension into 2009 with the balance of money saved.

We also encourage the respectful delegate of Finland to look at Phase II concept and recommend its approval to the highest level so that we can consolidate our achievements of Phase I.

**Ms. Pauliina:** I'll need to get approval from my unit head for such recommendation and there is also the PCG (project control group) who will examine the Phase II concept and put their comments and recommendations.

**Mr. Shafie:** what is the procedure to request extension?

**Mr. Nelson :** Check UNEP's manual under "grounds for extension"

**Dr. Khashashneh** : Your request for an extension will be even more plausible if you attach an overall strategy to your draft business plan.

**Mr. Nelson** : That'll certainly make it more palatable and it could be as an addendum to the agreement .

**Ms Pauliina** : The situation is very complicated and there are concerns due to potential overlapping with extension.

**Mr. Jouko** : The situation is unique indeed.

**Prof. El Aref**: There is clearly a need for a 5<sup>th</sup> PSC at the end of the extension period.

**Ms. Pauliina**: The standard operating procedure is to provide funding for a whole year but as I heard you won't be finished until June 2009, so it'll be really hard. That said, I'll see what I can do

**Dr. Hani**: We're proposing the A SIX MONTH extension as a bridge until final approval granted.

**Ms. Pauliina**: Yes, but does this concept paper warrant the approval? As I see it, the concept paper needs a lot of work to have a chance of convincing our (PCG).

**Dr. Hani**: Dr. Dahroug and Mr. Nelson will work on the concept paper so as to be compatible with your minimum requirements.

**Mr. Jouko**: Can you reallocate until June, 2009?

**Ms. Pauliina**: It'll be really hard

**Prof. Hani**: We expect you to plead our case to the best of your ability with the generous Government of Finland authorities..

**Prof. Hani**: I move to conclude today's proceedings

No objection? Motion carries.

## **2- Summary Decisions Made:**

- 1- Approve progress report and financial statement of 2008.
- 2- Approve plan for extension into 2009 including the extension of project facilitator for six more months over the year 2009.
- 3- Allowing grace period for projects in Syria and Yemen to end before 1<sup>st</sup>. March 2009.
- 4- Allowing grace period for the Mauritania project to start before 1<sup>st</sup>. March 2009 and to conclude before end of June 2009.
- 5- BCRC-Egypt and the SBC should work on improving the concept paper and resubmit it to the Finland Government max by 4/12/2008.
- 6- BCRC-Egypt to make sure to include English executive summary in all BCRC-Egypt Arabic released reports.
- 7- To hold the fifth project steering committee in June 2009.

## Annex 1

### Agenda of the Meeting

Project Steering Committee Meeting (PSC-4), 2nd December 2008

#### Draft Agenda

Time	Activity
Tuesday, 2 <sup>nd</sup> December. 2008	
11 – 11:30	Welcome and opening speech by Director of the BCRC_Egypt, SBC and the Finland Government Representatives.
11:30 – 11:35	Presentation of the Agenda items and adopting the Meeting Agenda, and Approving the participation of observers. (BCRC_Egypt Director)
11:35 – 12:00	Presentation of the 2008 work progress and financial statement
12:00– 12:15	Presentation of the Mid term review final report
12:15 – 12:30	Presentation of the Work Plan for extension into 2009
12:30 – 13:30	Discussions and decisions
13:30 – 14:00	Other issues Date and venue of the next Project Steering Committee Meeting (PSC-5)
14:00 – 15:00	Lunch

## Annex II

### Welcome Statement and opening speech

Prof. Hani Moubasher  
Director of BCRC-Egypt

Ms. Helena Tuuri (director) Government of Finland  
Mr. Eskelinen Jouko Government of Finland  
Ms. Pauliina Hellman Government of Finland  
Mr. Nelson Sabougal SBC  
Mr. Adel El-Shafie Egypt  
Dr. Mohamed El-Khashashneh Jordan  
Mr. Abdel-Mohsin Al-Mahmood Bahrain

- First of all I would like to acknowledge the Government of Finland for their generous contribution to support BCRC-Egypt to be one of the regional centers of excellence and to thanks the SBC for their continuous support.
- I would like to confirm to you all on behalf of BCRC-Egypt and as a director, that we will continue to provide an outstanding and contributing a lot to the institutional and technical capacity building of the region towards and sound management of hazardous wastes and efficient implementation of Basel convention.
- I would like to thank Prof. El-Araf the ex-director of the center for all his effort and contributions to wards this project in the last five years, but he is now a consultant in the center.
- I would like to thank you all for providing your time and efforts to coming from different parts of the World to participate in this fundamental meeting.

Thank you very much

## ***Basel Convention Regional Center for Arab States***

### **The Finland Funded Project : Capacity Building for the Implementation of the Basel Convention**

#### **Overview of Project Progress**

***Prof. Hani Moubasher***  
BCRC-Egypt Director

#### **Strategic Progress**

- BCRC-Egypt is a well known capacity building center in the region.
- BCRC-Egypt is well known to regional and international organizations interested in the region.
- BCRC-Egypt co-implement satellite activities with member countries in the region.
- BCRC-Egypt implement joint projects with regional and international organizations.

#### **Institutional Capacity Building Progress (2006 - 2008)**

- E-waste assessment in Algeria, Egypt, Jordan, and Saudi Arabia.
- Hazardous wastes inventory units in Egypt, Sudan and Syria.
- Trained more than 264 official participants in 8 workshops in the past three years representing 18 Arab countries.
- Produced and disseminated 2 technical guidelines and the third is underway.
- Translated and disseminated 6 guidelines.
- Developed a framework for regional strategy for combating illegal trade in wastes and hazardous materials controlled by international conventions.

#### **Awareness**

- Regularly publishes BCRC-Egypt newsletter that addresses ongoing activities and up-to-date interest of the hazardous wastes management international community.
- Regularly updates the BCRC-Egypt web site
- Regularly publicize the activities in the local newspapers and in satellite TV channels.

#### **Financial statement**

(16/3/2006 - 30/11/08)

- Project Total Fund updated to last installment euro/dollar exchange rate

- = **1,333,766 US\$**
- UNEP Fees (13%)= **173389.58 US\$**
- Funds available for project implementation  
= **1160376.42 US\$**
- International Facilitator cost to UNEP (**6/2006-5/2008**)  
= **186000 US\$ + 8500 US\$** for traveling on official business
- Total Cash received so far for Local Funds  
= **631545.36 US\$**
- Total Expenditures till end of November 08  
= **602,915.93 US\$**

### **Financial statement**

(16/3/2006 - 30/11/08)

- Virtual balance for extension
  - 365,960.49 US\$
  - BCRC-Records balance = 316,477.07 US\$
  - difference: 49,483.42 US\$
  - The difference includes US\$ 34,000 as UNEP participation cost (lines 6400 & 6500) and the remaining difference to be 15,483.42 US\$ to be cross check with UNEP administration and verified ????

### **Overview of extension**

- Complete assignments of 2008, with commitment of **US\$ 188,715.44**
- With the savings and exchange gains;
  - Convene a consultation meeting for BCRC-Egypt business Planning.
  - BCRC-Egypt promotion tour.
- Extend Facilitator contract for six months over 2009.

### **Constraints**

- Ambiguous commitment of the member Arab countries.
- Difficulty to attract high caliber international experts to facilitate BCRC-Egypt planned activities.
- Low profile focal points with tremendous responsibilities.
- Limited technical staff for the center
- Unstable center structure.

### **Challenges**

- Scarce information and information generated mechanisms for most Arab countries.
- Hazardous wastes management are considered of lower priority than municipal wastes
- Developing Technical curricula to meet the needs of the region to sell services within an integrated financial strategy.

### Strengths

- Finland Government as Potential Donor.
- Support from regional and international organizations interested in the region.
- Support from the Egyptian Government.
- Support from the SBC.

### Prognostics for Sustainability of the Center

- Approve extension of Phase I of the project.
- Support the BCRC-Egypt with permanent staff.
- Support a Phase II from the Finland Government.
- Member countries contributions to the operation of the center.
- Adopting guidelines and regional strategies developed by the BCRC-Egypt.
- Member countries acknowledge BCRC-Egypt as a center of excellence and assign the center contractual services; especially for training and assessment studies.

## Annex III

### ***Basel Convention Regional Center for Arab States***

#### **The Finland Funded Project : Capacity Building for the Implementation of the Basel Convention**

#### **Project Activities and Progress for 2008**

***Saied Dahroug***

The International Facilitator

#### **Objectives of 2008 Plan**

- ∅ Encourage region's countries towards strategic and policy planning for hazardous waste management and control,
- ∅ Establish regional cooperation and coordination among the countries of the region in combating illegal traffic from and to the member countries,
- ∅ Promote sound management of hazardous wastes from traditional industries,
- ∅ Enhance the long term planning for sound management of hazardous wastes in the region.
- ∅ Raising the awareness of sound management of hazardous wastes and other wastes among the decision makers, the officials, the civil society and the public,
- ∅ Improve the enforcement of the hazardous waste laws,
- ∅ Facilitate networking among the countries of the region, and
- ∅ Enhance cooperation with international and regional organizations active in the region.

#### **List of Activities Proposed**

##### **1- Governance Activities**

- ✓ Mid-Term Review
- ✓ Third and Fourth Project Steering Committee Meetings
- ✓ Second Steering Committee meeting of the Center (SCC-2)
- ✓ Participation in meetings and workshops
- ✓ Compiling an indicator system for follow-up of performance in HW management and in implementation of the Basel Convention
- ✓ Development of a Five Year Business Plan for BCRC-Egypt Including Identification and Preparation of Phase II of the Finland Funded Project
- ✓ Resource Mobilization activities
- ✓ Biennium Financial Auditing

#### **List of 2008 Activities**

##### **2- Workshops and Seminars**

- n Regional Workshop for Promoting the Sound Management of Hazardous Wastes within the Context of the Basel Convention among Regions NGOs.
- n Workshop on Hazardous Waste Management Legislations, Law Enforcement Mechanisms and Resource Mobilization.
- n Regional Workshop for Monitoring and Auditing Hazardous Wastes Generation and Management Facilities in the Industry Sector; with Special Session on Pharmaceutical Waste Stream

## **List of 2008 Activities**

### **3-Pilot Projects**

- Pilot Project: “for Developing Regional Strategy and Action Plan for Combating Illegal Traffic of Hazardous Wastes in the Arab Region
- Pilot Projects for Hazardous Waste Inventories in Egypt, Syria and Sudan
- Pilot project: "Compilation of comprehensive guidelines for sound management of liquid hazardous wastes
- Pilot Project: “Development of Best Practices for the Management of Hazardous Wastes from Traditional Industries – Case History in Morocco
- Pilot project: BCRC-Egypt Capacity Building through “Assessing Hazardous Wastes Generation and Practices and Preparing a Waste Management Plan for Cairo University Research Labs Inside its Campus
- Pilot Project: “Monitoring and Auditing HW Generation in a Selected Industrial Sector in Jordan
- Pilot Project: “BCRC-Egypt Capacity Building; Monitoring Disposal by Incineration of Obsolete Pesticides in Cement Rotary Kilns in Egypt; an Assessment
- Pilot Project: “Development of Hazardous Wastes Legislation for Mauritania

## **List of 2008 Activities**

### **4-Public Awareness**

- n BCRC-Egypt newsletters
- n BCRC-Egypt web site
- n Media articles and interviews

### **5- Other Activities included**

Cooperation with UNEP MAP for assessment of E-Waste in Mediterranean Arab Countries

## **Progress and Constraints**

n [summary progress](#)

n [financial statement](#)

## Annex IV

### ***Basel Convention Regional Center for Arab States***

#### **The Finland Funded Project : Capacity Building for the Implementation of the Basel Convention**

#### **Plan for Extension into 2009**

***Saied Dahroug***

The International Facilitator

## **Logic behind Extension**

- Ø To complete ongoing activities
- Ø To start and accomplish other planned activities
- Ø To prepare the business plan for 2009-2010
- Ø To close activities not responding
- Ø To further promote BCRC-Egypt within the Arab region
- Ø To bridge for another phase without set backs.

### **List of ongoing Activities**

#### 1- Governance Activities

- ✓ Proposed Fifth Project Steering Committee Meeting
- ✓ Participation in meetings and workshops (Morocco and Jordanian Projects, and Kuwait waste management conference and exhibition)
- ✓ Compiling an indicator system for follow-up of performance in HW management and in implementation of the Basel Convention
- ✓ Development of the BCRC-Egypt financial strategy and the Business Plan, including identification and Preparation for Phase II of the Finland Funded Project
- ✓ Resource Mobilization activities

### List of ongoing/pending Activities

#### 2- Workshops and Seminars

- n Workshop on Hazardous Waste Management Legislations, Law Enforcement Mechanisms and Resource Mobilization (disseminating workshop results).
- n Regional Workshop for Monitoring and Auditing Hazardous Wastes Generation and Management Facilities in the Industry Sector; with Special Session on Pharmaceutical Waste Stream (pending)

List of ongoing/pending activities

### **3-Pilot Projects**

- Pilot Project: “for Developing Regional Strategy and Action Plan for Combating Illegal Traffic of Hazardous Wastes in the Arab Region (ongoing)
- Pilot Projects for Hazardous Waste Inventories in Egypt, Syria and Sudan (ongoing in Syria and Egypt)

- Pilot project: "Compilation of comprehensive guidelines for sound management of liquid hazardous wastes (ongoing)
- Pilot Project: "Development of Best Practices for the Management of Hazardous Wastes from Traditional Industries – Case History in Morocco (ongoing)
- Pilot project: BCRC-Egypt Capacity Building through "Assessing Hazardous Wastes Generation and Practices and Preparing a Waste Management Plan for Cairo University Research Labs Inside its Campus (ongoing)
- Pilot Project: "Monitoring and Auditing HW Generation in a Selected Industrial Sector in Jordan (ongoing)
- Pilot Project: "BCRC-Egypt Capacity Building; Monitoring Disposal by Incineration of Obsolete Pesticides in Cement Rotary Kilns in Egypt; an Assessment (pending/negotiations for inception started)
- Pilot Project: "Development of Hazardous Wastes Legislation for Mauritania (canceled)

## List of ongoing/pending activities

### 4-Public Awareness (ongoing)

- n BCRC-Egypt newsletters
- n BCRC-Egypt web site
- n Media articles and interviews

### 5- Other Activities included

Cooperation with UNEP MAP for assessment of E-Waste in Mediterranean Arab Countries (ongoing)

## Activities Financial status and savings

n [activities financial status](#)

Alternative Workplan for the BCRC-Egypt (2008)  
(limiting number of participants to the workshops and meetings)

Field	Ref.	Activity	Total (USD)	Expenditure	Balance	committed	savings
2007 activities		e-waste assessment in three selected countries	17000	12000	5000	5000	
	3.2.1	NGOs Hazardous wastes and Basel Convention Awareness workshops	10000	9815	185		185
		Used oils due payments+follow up activity in Yemen	3450	2450	1000	1000	
	3.3.1	Regional Strategy and action plan for combating IT& dump of HW in	7500	7500	0		
	3.3.2	Inventories component	20010	12330	7680	7680	
	3.3.3	Pilot project: "Compilation of comprehensive guidelines for sound r	10000	4000	6000	6000	
	3.3.4	Best practices for the management of hazardous wastes from SME	30000	22500	7500	7500	
		communication/translation/publication	1500		1500		1500
		subtotal	99460	70595	28865		
Governance Activities							
	3.1.1	Mid term review	12000	11225	775		775
	3.1.2 & 3	Meeting of the Steering Committee	12000	8849	3151	3151	
	3.1.4	Official Travel participation meetings and workshops	8000	7190	810	810	
	3.1.5	Compiling an indicator system for follow-up of performance in HW	2400	500	1900	1900	
	3.1.6	Development of a Five Year Business Plan for BCRC-Egypt	17000	300	16700	16700	
	3.1.7	Resource Mobilization activities	10000	2000	8000		8000
	3.1.8	Biennium Financial Auditing	2000	1970	30		30
		Sub-total	63400	32034	31366		
workshops	3.2.2	Regional Workshop for Monitoring and Auditing HW generation fro					
		workshop	50000		50000	50000	
		consultants/coordinators	17000	1200	15800	15800	
		Sub-total	67000		67000		
	3.2.3	Workshop on hazardous waste management legislations and enfor					
		workshop	46500	36348	10152		10152
		consultants/coordinators	12500	2400	10100	3000	7100
		Sub-total	59000		59000		
		total workshops	126000	39948	86052		
Projects	3.3.1	Pilot Project: "for Developing regional strategy and action Plan for c	38000	5685	32315	12000	20315
	3.3.5	Pilot project: BCRC-Egypt Capacity Building through "Assessing Ha	12000	1040	10960	10960	
	3.3.6	Pilot project for monitoring and auditing HW generation in industria	23000	9000	14000	14000	
	3.3.7	Pilot Project: "BCRC-Egypt Capacity Building; Monitoring Disposal i	20000		20000	20000	
	3.3.8	Pilot Project: "Development of Hazardous Wastes Legislation for M	10000		10000		10000
		Sub-total	103000	15725	87275		
		Public Awareness	7302.35	6995.91	306.44	306.44	
	4	Maintenance of the BCRC-Egypt website, publications, communica	33500	20591.5	12908.5	12908	
Sundry		Sub-total	40802.35	27587.41	13214.94		
	Total	Activities Total	432662.4	185889.4	246772.9		
UNEP Participation Component							
		Project Facilitator	96000	42000	54000		
		Travel	8000	1070	6930		
		Sub-total	104000	43070	60930		
					0		
		Total operational Costs	536662.4	228959.4	307702.9		
		UNEP Administrative Costs (13%)	69766.11		69766.11		
		Grand Total	606428.5		606428.5	188715.44	58057

### Funds available for new activities during extension

- n The balance for extension is calculated at the end of November 2008 to be **US\$ 246,773.07**; the committed amount to the current ongoing activities reaches **US\$ 188,715.44**, while the savings amounts to **US\$ 58,057**.
- n There is also about US\$ 69,704 euro/dollar exchange gains injected to the project direct cost. The total amount available for financing the extension with new activities is **US\$ 127,761.00**

### Proposed New activities

- n Regional consultation meeting for BCRC-Egypt Business planning
- n BCRC-Egypt Activities and status promotion tour.