

Workplan to carry out the secretariat functions for the Protocol on Water and Health in 2014

agreed between the UNECE and WHO/Europe co-Secretaries of the Meeting of the Parties to the Protocol on 25 February 2014.

Further to part IV, section C of the Memorandum of Understanding (2013) on the work-sharing arrangements regarding the secretariat functions of the Protocol on Water and Health to the 1992 Convention on the Protection and Use of Transboundary Watercourses and International Lakes

I. SCOPE

This workplan has been developed to support implementation of the programme of work 2014–2016 adopted by the Meeting of the Parties to the Protocol at its third session (25–27 November 2013) and, in accordance with the Memorandum of Understanding, covers:

- convening, preparation and servicing of meetings of the bodies established by the Meeting of the Parties to the Protocol;
- convening, preparation and servicing of workshops, training courses and consultations of experts, included in the programme of work adopted by the Meeting of the Parties;
- preparation of meeting documents, publications, including Internet-based information, and other public relations work for the purpose of the Protocol, included in the programme of work adopted by the Meeting of the Parties;
- coordination of implementation of projects on the ground, included in the programme of work adopted by the Meeting of the Parties.

The workplan is not contractual. Its implementation is contingent on, *inter alia*, the availability of the necessary human and financial resources. In particular, extrabudgetary funds are required to ensure adequate joint secretariat staff.

II. USE OF THE WORKPLAN

The joint secretariat will inform the Bureau of the Meeting of the Parties to the Protocol on the workplan, as required in paragraph 14 of the Memorandum of Understanding. Nonetheless, the workplan will be a living document, revised by the co-Secretaries to reflect the evolving plans and resources available during the calendar year.

The workplan addresses travel, documents (official, informal), publications, consultants, interpretation, translation, financial support of participants, venues, equipment, communications, etc. Financial resource requirements, which exclude funding of joint secretariat staff time, are indicative and are subject to 13% programme support costs (PSC).

III. INITIAL WORKPLAN

Body / Programme area / Lead Party	Activity	UNECE or WHO/Europe lead	Contacts in UNECE and WHO/Europe	Financial resources (before 13% PSC)	Tasks, with responsibility
Meeting of the Parties	—	—	—	—	—
Bureau	12 th meeting of Bureau (24–25 March 2014), Zürich 13 th meeting of Bureau (28 November 2014), Geneva	UNECE	<ul style="list-style-type: none"> • Bonvoisin (UNECE) • Schmoll (WHO/Europe) 	US\$4,000 required for financial support	<ul style="list-style-type: none"> • Prepare informal documents: agenda, pre-session documents and report (UNECE) • Organize meeting room and financial support (UNECE) • Provide inputs to informal documents (WHO/Europe)
Working Group on Water and Health	7 th meeting of Working Group on Water and Health (25–27 November 2014), Geneva	UNECE	<ul style="list-style-type: none"> • Bonvoisin and Mamadzhanov (UNECE) • Schmoll (WHO/Europe) 	US\$36,000 required for financial support	<ul style="list-style-type: none"> • Prepare official documents: agenda, pre-session documents and report (UNECE) • Prepare informal documents (UNECE, WHO/Europe) • Organize meeting room and financial support (UNECE) • Provide inputs to official documents (WHO/Europe)
Programme area 1 — Improving governance for water and health: support for setting targets and implementing measures <i>Lead Parties:</i>	7 th meeting of Task Force on Target-Setting and Reporting (3–4 July 2014), Geneva	UNECE	<ul style="list-style-type: none"> • Mamadzhanov (UNECE) • Shinee (WHO/Europe) 	US\$36,000 required for financial support	<ul style="list-style-type: none"> • Prepare informal documents: agenda, pre-session documents and report (UNECE) • Organize meeting room and financial support (UNECE) • Provide inputs to informal documents and other substantive inputs (WHO/Europe)

Body / Programme area / Lead Party	Activity	UNECE or WHO/Europe lead	Contacts in UNECE and WHO/Europe	Financial resources (before 13% PSC)	Tasks, with responsibility
Switzerland & Romania <i>WHO Collaborating Centre involved:</i> WHO Collaborating Centre for Health Promoting Water Management and Risk Communication, Bonn, Germany	National workshop in Kazakhstan/twinning activity (23 April 2014), Astana	UNECE	<ul style="list-style-type: none"> • Mamadzhanov and Mardiste (UNECE) • Schmoll (WHO/Europe) 	US\$25,000 for workshop <i>(funding secured)</i>	<ul style="list-style-type: none"> • Prepare informal documents: concept note, programme, documents and report (UNECE) • Organize meeting logistics and financial support (UNECE) • As appropriate, provide inputs to informal documents and other substantive inputs (WHO/Europe)
	Subregional workshop <i>(TBA, subject to availability of funds)</i>	UNECE	<ul style="list-style-type: none"> • Mamadzhanov (UNECE) • Shinee (WHO/Europe) 	US\$30,000 required for workshop	<ul style="list-style-type: none"> • Prepare informal documents: concept note, programme, documents and report (UNECE) • Organize meeting logistics and financial support (UNECE) • As appropriate, provide inputs to informal documents and other substantive inputs (WHO/Europe)
	Regional workshop on linkages with other reporting mechanisms (back to back with the Task Force meeting in July 2014)	UNECE and WHO/Europe	<ul style="list-style-type: none"> • Mamadzhanov (UNECE) • Shinee (WHO/Europe) 	US\$15,000 required for workshop	<ul style="list-style-type: none"> • Prepare informal documents: agenda, pre-meeting documents and report (UNECE and WHO/Europe) • Organize meeting room and financial support (UNECE) • Ensure inputs by relevant WHO staff (WHO/Europe)
	Twinning mission <i>(TBA, subject to availability of funds)</i>	UNECE	<ul style="list-style-type: none"> • Mamadzhanov (UNECE) • Shinee (WHO/Europe) 	US\$4,000 for travel <i>(possibly United Nations Development Account, UNDA)</i>	<ul style="list-style-type: none"> • Prepare informal documents and logistics (UNECE)

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	Training and capacity-building activities on increasing reliability of data on reporting (up to 3 national experts trips) – link with JMP/GLAAS training workshops <i>(TBA, subject to availability of funds)</i>	UNECE and WHO/Europe	<ul style="list-style-type: none"> • Mamadzhanov (UNECE) • Shinee (WHO/Europe) 	Up to US\$6,000 for travel	<ul style="list-style-type: none"> • Prepare informal documents and logistics (UNECE) • Identify opportunity for relevant training events (WHO/Europe)
Programme area 2 — Prevention and reduction of water-related diseases <i>Lead Parties:</i> Norway & Belarus (for surveillance); Hungary & Georgia (for schools) <i>WHO Collaborating Centre involved:</i> WHO Collaborating Centre for Health Promoting Water Management and Risk Communication, Bonn, Germany	Workshop on strengthening surveillance of water-related disease (17–18 September 2014; <i>date TBC</i>), Bonn	WHO/Europe	<ul style="list-style-type: none"> • Shinee (WHO/Europe) • Mamadzhanov (UNECE) 	US\$30,000 required for workshop <i>(funding secured)</i>	<ul style="list-style-type: none"> • Prepare informal documents: scope and purpose, programme, pre-meeting documents and report (WHO/Europe) • Organize meeting logistics and financial support (WHO/Europe) • Provide inputs to informal documents (UNECE)
	Workshop on advancing water, sanitation and hygiene in schools (22–23 October 2014; <i>date TBC</i>), Bonn	WHO/Europe	<ul style="list-style-type: none"> • Schmoll (WHO/Europe) • Mamadzhanov (UNECE) 	US\$30,000 required for workshop <i>(funding secured)</i>	<ul style="list-style-type: none"> • Prepare informal documents: scope and purpose, programme, other pre-meeting documents and report (WHO/Europe) • Organize logistics and financial support (WHO/Europe) • Provide inputs to informal documents (UNECE)
	Soil-transmitted helminths country assessments <i>(TBA, subject to availability of funds)</i>	WHO/Europe	<ul style="list-style-type: none"> • Shinee (WHO/Europe) • Mamadzhanov (UNECE) 	US\$10,000 required for the expert travel and consultancy	<ul style="list-style-type: none"> • Prepare informal documents and logistics (WHO/Europe)

Body / Programme area / Lead Party	Activity	UNECE or WHO/Europe lead	Contacts in UNECE and WHO/Europe	Financial resources (before 13% PSC)	Tasks, with responsibility
Programme area 3 — Small-scale water supplies and sanitation <i>Lead Parties:</i> Germany, Serbia & WECF <i>WHO Collaborating Centre involved:</i> WHO Collaborating Centre for Research on Drinking Water Hygiene, Bad Elster, Germany	Finalization of the draft policy guidance document <i>(TBA, subject to availability of funds)</i>	WHO/Europe	<ul style="list-style-type: none"> Schmoll (WHO/Europe) Mamadzhanov (UNECE) 	US\$10,000 required for the activity	<ul style="list-style-type: none"> Work with the lead country and institutions to finalize the policy document (WHO/Europe) Logistics for translation, lay-out and print (WHO/Europe)
	Regional meeting of the SCWSM Network (<i>back-to-back with subregional workshop for EECCA countries on Water Safety Plan (WSP) capacity building; see Programme area 4</i>) (26–27 June 2014), Bishkek	WHO/Europe	<ul style="list-style-type: none"> Schmoll (WHO/Europe) Mamadzhanov (UNECE) 	US\$200,000 required for workshop (<i>funding secured</i>)	<ul style="list-style-type: none"> Prepare informal documents: scope and purpose, programme, pre-meeting documents and report (WHO/Europe) Logistics and financial support (WHO/Europe) Provide inputs to informal documents (UNECE)
	Initiate field demonstration project <i>(TBA, subject to availability of funds e.g UNDA)</i>	WHO/Europe and UNECE	<ul style="list-style-type: none"> Schmoll (WHO/Europe) Mamadzhanov (UNECE) 	US\$60,000 required for the activity (<i>possibly UNDA</i>)	<ul style="list-style-type: none"> Prepare informal documents and logistics (WHO/Europe and UNECE)
Programme Area 4 — Safe and efficient management of water supply and sanitation systems <i>Lead Parties:</i> Portugal & IWA	National capacity-building workshop on WSPs in Kazakhstan, Kyrgyzstan, Tajikistan, Ukraine and Uzbekistan (<i>in alignment with WHO Biennial Country Agreements; countries for 2014 TBD</i>)	WHO/Europe	<ul style="list-style-type: none"> Shinee (WHO/Europe) Mamadzhanov (UNECE) 	US\$20,000 required for workshop	<ul style="list-style-type: none"> Prepare informal documents: scope and purpose, programme and training materials (WHO/Europe) Financial support (WHO/Europe) Liaise with WHO CO (WHO/Europe)

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	National capacity-building workshop on WSPs in Republic of Moldova (September 2014; <i>date TBC</i>)	UNECE	<ul style="list-style-type: none"> • Mamadzhanov (UNECE) • Schmoll (WHO/Europe) 	US\$20,000 required for workshop (<i>funding secured</i>)	<ul style="list-style-type: none"> • Grant to IWA (UNECE) • Identify opportunities for links to WaSH in schools (WHO/Europe) • Liaise with WHO CO (WHO/Europe)
	Subregional workshop for EECCA countries on WSP capacity building (<i>back-to-back with regional meeting of the SCWSM Network; see Programme area 3</i>) (24–25 June 2014), Bishkek	WHO/Europe	<ul style="list-style-type: none"> • Schmoll (WHO/Europe) • Mamadzhanov (UNECE) 	<i>Costs included in SCWSM meeting (see PA 3 above)</i>	<ul style="list-style-type: none"> • Prepare informal documents: scope and purpose, programme, and report (WHO/Europe) • Organize logistics and financial support (WHO/Europe) • Provide inputs to informal documents and other substantive inputs (UNECE)
	Scoping study (e.g. on wastewater) (<i>subject to availability of funds or partner providing in-kind</i>)	WHO/Europe and UNECE	<ul style="list-style-type: none"> • Shinee (WHO/Europe) • Mamadzhanov (UNECE) 	US\$15,000 required for consultancy costs (<i>seek in-kind support from partners</i>)	<ul style="list-style-type: none"> • Prepare terms of reference (WHO/Europe, UNECE) • Review study (WHO/Europe, UNECE)
	WSP field guide for small-scale water supplies	WHO/Europe	<ul style="list-style-type: none"> • Schmoll (WHO/Europe) • Mamadzhanov (UNECE) 	US\$10,000 required for the activity (<i>funding secured</i>)	<ul style="list-style-type: none"> • Finalize technical editing, clearance for publication, lay-out and print (WHO/Europe) • Launch at the subregional workshop for EECCA countries on WSP capacity building in June 2014

Body / Programme area / Lead Party	Activity	UNECE or WHO/Europe lead	Contacts in UNECE and WHO/Europe	Financial resources (before 13% PSC)	Tasks, with responsibility
Programme area 5 — Equitable access to water and sanitation: translating the human right to water and sanitation into practice <i>Lead Parties: France & Hungary</i>	Self-assessment exercise/national workshop <i>(TBA, subject to availability of funds, undertaken in-kind)</i>	UNECE	<ul style="list-style-type: none"> • Demilecamps (UNECE) • Schmoll (WHO/Europe) 	US\$40,000 for exercise US\$30,000 for consultancy <i>(possibly UNDA)</i>	<ul style="list-style-type: none"> • Prepare informal documents: agenda, pre-session documents and report (UNECE and WHO/Europe) • Organize meeting room and logistics (UNECE) • Provide inputs to informal documents (WHO/Europe)
	Expert group meeting <i>(TBA, subject to availability of funds)</i>	UNECE	<ul style="list-style-type: none"> • Demilecamps (UNECE) • Schmoll (WHO/Europe) 	US\$35,000 for meeting	<ul style="list-style-type: none"> • Prepare informal documents: agenda, pre-session documents and report (UNECE and WHO/Europe) • Organize meeting room and financial support (UNECE) • Provide inputs to informal documents (WHO/Europe)
Programme area 6 — Assistance to support implementation at the national level	2 country missions of staff for needs assessment and presentation of projects <i>(within the UNDA project and NPD meetings, subject to availability of funds)</i>	UNECE and WHO/Europe	<ul style="list-style-type: none"> • Mamadzhanov and Mardiste (UNECE) • Schmoll (WHO/Europe) 	US\$10,000 for mission	<ul style="list-style-type: none"> • Prepare informal documents and logistics, provide substantive inputs (UNECE) • Provide inputs to documents and presentations (WHO/Europe)
	Coordination with EBRD and other institutions	WHO/Europe and UNECE	<ul style="list-style-type: none"> • Schmoll (WHO/Europe) • Bonvoisin (UNECE) 	US\$10,000 for mission	<ul style="list-style-type: none"> • Liaise with EBRD on pilot projects and further alignment of policies (WHO/Europe and UNECE) • Initiate/maintain communications with partners, including other IFIs (ADB, EIB, World Bank) (WHO/Europe and UNECE)

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Programme area 7 — Compliance procedure	10 th meeting of Compliance Committee (24 November 2014), Geneva	UNECE	<ul style="list-style-type: none"> • Mamadzhанov and Bonvoisin (UNECE) • Schmoll (WHO/Europe) 	US\$24,000 required for meeting costs	<ul style="list-style-type: none"> • Prepare official documents: agenda and report (UNECE) • Prepare informal documents and case documentation (UNECE) • Organize meeting room and financial support (UNECE)