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**UNITED NATIONS  
ECONOMIC COMMISSION FOR EUROPE**

**WORLD HEALTH ORGANIZATION  
REGIONAL OFFICE FOR EUROPE**

**WORKSHOP ON SETTING TARGETS AND REPORTING  
Geneva, 10–11 February 2009**

to be held in the Palais des Nations, Geneva, Switzerland,  
starting at 9.30 a.m. on Tuesday, 10 February

**INFORMATION NOTICE**

**I. Objectives**

1. The Protocol on Water and Health requires Parties to establish and publish national and/or local targets and target dates in different areas in order to achieve or maintain a high level for the protection of human health and well-being and for the sustainable management of water resources. Furthermore, according to article 7, Parties shall collect and evaluate data on their progress towards the achievement of the targets and vis-à-vis indicators that show how far that progress has contributed towards preventing, controlling or reducing water-related disease. The workshop will be an opportunity:

- (a) To present the concept, possible approaches and the main steps for setting targets and indicators and target dates under the Protocol on Water and Health, and to illustrate them with concrete examples and case studies;
- (b) To provide a platform for exchange of positive and negative experiences and lessons learned by Parties that have set targets under the Protocol and provide assistance for Parties that are currently undergoing or are planning to initiate the process of target-setting;
- (c) To demonstrate, and allow the participants to evaluate, the mechanism for reporting under the Protocol on Water and Health;
- (d) To review and provide additional inputs into the draft guidelines on setting targets, evaluation of progress and reporting, as well as for guidelines on summary reports currently being developed by the Task Force on Indicators and Reporting. (Drafts of these two guidelines will be presented and discussed. Further inputs into the guidelines will be sought, e.g. comments and examples or case studies).

2. The workshop is targeted at all those who are or might be responsible for or involved in target-setting in current and prospective Parties: governmental representatives, water and health managers, local authorities, and representatives of academia, research institutes, international organizations and non-governmental organizations. Participants should, as much as possible, represent the variety of areas related to water and health and subject to target-setting, as specified in

article 6 of the Protocol, e.g. drinking water, bathing water, sanitation, water management, irrigation and aquaculture.

## **II. Background**

3. Article 6 of the Protocol obliges Parties to set targets and target dates in different areas related to water and health management within two years of becoming a Party (Article 6 of the Protocol, para. 2 (a)–(n), identifies the areas within which the targets should be set). The process of setting targets and target dates is one of the key pillars of the Protocol's implementation, as it represents the basis of the Protocol's holistic approach to integration of health protection, improved access to safe water and adequate sanitation, and sustainable water management. The resulting complexity requires close cooperation at the national level between all institutions involved. Very few countries have completed the process of target-setting so far.

4. In order to provide assistance to Parties in setting targets and target dates as stipulated in article 6, and to promote harmonized approaches in the region, the first meeting of the Parties decided that guidelines should be prepared for the setting of targets. The guidelines should also include provisions to support the establishment of national or local arrangements for coordination between competent authorities (art. 6, para. 5 (a)), as well as provisions to establish arrangements, including legal and institutional arrangements, for monitoring, promoting achievements and enforcing targets (ECE/MP.WH/2/Add.5 - EUR/06/5069385/1/Add.5).

5. The first meeting of the Parties also decided to develop guidelines for the summary reports to be submitted by Parties on the data collected and evaluated and the assessment of the progress achieved towards the Protocol's targets, in accordance with article 7, paragraph 5, for adoption by the Parties at their second meeting.

6. The Meeting of the Parties entrusted the Task Force on Indicators and Reporting with the development of these two guidelines. They will constitute a useful reference for current and future Parties to the Protocol and are expected to be adopted at the next meeting of the Parties in 2010. Before formal adoption, the two draft guidelines will be tested through a pilot-reporting exercise that will take place in the second half of 2009. Based on the results, an implementation report will be prepared and, if necessary, the guidelines will be revised.

7. The workshop will be an important milestone in this process. In addition to bringing together different experiences, it will also provide an opportunity for participants to offer their feedback and comments on the guidelines as well as for enriching the text with practical examples.

8. The workshop will be organized on 10 and 11 February 2009, back-to-back with the second meeting of the Task Force on Indicators and Reporting (12 February 2009), under the leadership of the Government of Switzerland with the support of the joint UNECE<sup>1</sup> and WHO/EURO<sup>2</sup> secretariat.

## **III. Organization of work**

9. The workshop will address: (a) the Protocol's provisions and support mechanisms related to target-setting; (b) the process of and institutions involved in target-setting; (c) the setting of targets in the areas of article 6, paragraph 2 (a) to (n), and the identification of indicators; (d) the relationship between the EU water related directives and the obligations under the Protocol; and (e) implementation of measures, evaluation of progress and reporting. Financial aspects and cross-

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<sup>1</sup> United Nations Economic Commission for Europe.

<sup>2</sup> World Health Organization Regional Office for Europe.

cutting themes (e.g. education and communication) will be addressed in all the sessions, as necessary.

10. The workshop will consist of the following sessions:

- *Session 1:* What does the Protocol require and what does it offer?
- *Session 2:* How should targets be set? The different steps of the process of defining targets, indicators and reporting;
- *Session 3:* Which targets can be set? How should indicators be chosen?
- *Session 4:* What's next: implementation, evaluation and reporting.

11. The workshop should create an interactive platform for communication among participants with different backgrounds and representing different sectors. We would like to accommodate and maximize the time for discussion and the exchange of experience for all. At the same time, participants should take into account the time constraints; interventions from the floor should be focused and not too lengthy.

12. A detailed provisional programme for the workshop will be issued at the end of January 2009.

#### **IV. Background documentation and workshop outputs**

13. In preparation for the workshop, and pursuant to the request made by the first meeting of the Task Force on Indicators and Reporting (Geneva, 13–14 March 2008), Parties are kindly requested to fill out a short template (see attached) indicating their current stage in the process of target-setting, the targets set already (if applicable) and the next steps planned as well as challenges and success stories. This information on the progress of target-setting in each Party should be provided by 20 January 2009 via e-mail to [protocol.water\\_health@unece.org](mailto:protocol.water_health@unece.org).

14. Participants who would like to share their experiences, especially case studies, are invited to submit proposals for presentations relevant to the objectives of the workshop to the Protocol secretariat ([protocol.water\\_health@unece.org](mailto:protocol.water_health@unece.org)) by **16 January 2009** at the latest. Presentations should not exceed 15 minutes. Proposals should include the title of the presentation and, if possible, a short abstract (maximum 200 words).

15. The following documents will serve as background material for the workshop and will be made available online at: [http://www.unece.org/env/water/meetings/target\\_setting\\_workshop.htm](http://www.unece.org/env/water/meetings/target_setting_workshop.htm):

- (a) Draft guidelines on setting targets, evaluation of progress and reporting (in English and Russian);
- (b) Draft guidelines for summary reports (in English and Russian).

16. Participants are welcome to make available any other relevant materials at the workshop.

17. The expected outputs of the workshop are:

- (a) A Chairperson's summary with main conclusions;
- (b) A revised version of the guidelines on setting targets, evaluation of progress and reporting;

- (c) A revised version of the guidelines for summary reports, in accordance with article 7 of the Protocol;
- (d) Enhanced understanding of the concept, possible approaches and the main steps for setting targets, target dates and indicators under the Protocol on Water and Health.

## V. Practical information

18. The workshop will start at 9.30 a.m. on Tuesday, 10 February 2009 and end at 5.30 p.m. on Wednesday, 11 February 2009. It will be held in conference room VIII of the Palais des Nations, Geneva. The workshop will be organized back-to-back with the second meeting of the Task Force on Indicators and Reporting (12 February 2009). The working languages will be English, French and Russian.

19. The workshop is intended for all those who are or might be responsible or involved in target-setting in current and prospective Parties. Focal points are requested to disseminate information on the workshop and to facilitate nomination of relevant experts from their respective countries.

20. Eligible participants from countries with economies in transition may apply for financial support to facilitate their participation in the seminar. 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 **12 January 2009**. Due to the limited funds available, priority will be given to representatives of Parties and to experts providing inputs to the workshop. **No application will be accepted after this deadline due to changes in visa and travel arrangement regulations.**

21. Participants requiring entry visas should inform the secretariat as soon as possible. Due to the entry of Switzerland in 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 initiate visa procedures at least three weeks before the meeting.**

22. In accordance with United Nations accreditation procedures, participants are requested to complete the registration form available online ([http://www.unece.org/env/water/meetings/target\\_setting\\_workshop.htm](http://www.unece.org/env/water/meetings/target_setting_workshop.htm)) and to transmit it to the UNECE secretariat **by 25 January 2009** either by fax (+ 41 22 917 0621) or 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 time for this. In case of difficulty, please contact the secretariat by telephone at +41 22 917 1926.

23. 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.htm>.

24. 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/target\\_setting\\_workshop.htm](http://www.unece.org/env/water/meetings/target_setting_workshop.htm)

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