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**GROUPE DES ECOLES**  
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**IRD**  
Institut de recherche  
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# **1<sup>ST</sup> STEERING COMMITTEE MEETING OF THE VOLTA-HYCOS PROJECT**

**Ouagadougou, Burkina Faso  
6-7 September 2006**

**FINAL REPORT**

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## 1. BACKGROUND

1.1 In response to the necessity for adequate information systems on water resources and to address water problems and contribute to a solution, in 1993 WMO initiated the World Hydrological Cycle Observing System, known as WHYCOS. This system helps to strengthen national capabilities by a better understanding of the hydrological cycle and therefore promote regional cooperation through the exchange of information by using modern technology for data collection and dissemination.

1.2 The WHYCOS is being developed in the form of regional components (HYCOSs) designed to meet regional priorities expressed by the participating countries and encourage participating countries to exchange the meteorological and hydrological data and products to strengthen regional cooperation.

1.3 A Pilot Phase of AOC-HYCOS (Western and Central Africa) was successfully implemented between 2000 and 2002 with the participation of eleven countries and funding provided from France.

1.4 As a follow-up of the pilot phase, WMO has proposed a follow up phase with the implementation of the WHYCOS project in Western and Central Africa through a number of large transboundary river basin components, which could be launched independently.

1.5 The first draft for Volta-HYCOS has been prepared and made available by the end of September 2002 to the NHSs of the major stakeholders of the river basin (Burkina Faso and Ghana) for first comments. The amended draft proposal was circulated to all countries of the river basin in 2003. The project received support from France. Recently in November 2004 WMO signed an agreement with AFD (the French Agency for Development) to implement the Volta-HYCOS.

1.6 The ultimate goal of the Volta-HYCOS Project is to set up a basin-wide water resources information system for the Volta basin containing recent, good-quality data that are easily accessible to all types of users, primarily via the Internet

1.7 To ensure good governance and smooth management, a steering committee is established and national focal points were identified. The World Meteorological Organization (WMO) organized in Ouagadougou, Burkina Faso the First Steering Committee meeting. The main objectives of the meeting is to receive comments from countries on the draft Detailed Project Document which was circulated earlier by e-mail and to endorse and agree on the budget and the implementation plan.

## 2. OPENING

2.1 The meeting took place in Room B5.4 at the 2iE/EIER-ETSHER premises. It was officially opened on 6<sup>th</sup> September 2006 at 9:00 hrs by Mr Francis Bougaïre, Director-General for Water Resources in Burkina Faso, representing the Minister of Agriculture, Hydraulics and Fisheries.

2.2 The Volta-HYCOS Project Coordinator, Mr. Jacob Tumbulto, welcomed participants to Burkina Faso and to 2iE/EIER-ETSHER. He informed the participants that the 1<sup>st</sup> Steering committee meeting of the Volta-HYCOS project is to conclude the preparatory phase activities and to mark the start of the field implementation work.

2.3 The Acting Director-General of 2iE/EIER-ETSHER, Mr. Abibou Cissé in his remarks, welcomed the participants to the 2iE/EIER-ETSHER on behalf of the Director General of the Institution. As research and training institution, the 2iE/EIER-ETSHER is particularly

interested and concerned with activities of the Volta-HYCOS project. It is the expectation of 2iE/GEE that its scientific involvement in the implementation phase will be substantial.

2.4 In his intervention, the representative of IRD, Mr. Bernard Thebe recalled the major activities leading to the conception and the last planning meeting held in March 2005 prior to the start of the preparatory phase of the project. He wished the Volta-HYCOS project success and thanked participants for making time to participate in the first Steering Committee Meeting of the Volta-HYCOS Project.

2.5 The WMO Representative, Mr. Tawfic, briefed the participants on the background of the WHYCOS programme, focusing on the Volta-HYCOS project. He expressed WMO's support to the participating countries to ensure successful implementation of the project. He confirmed WMO's acceptance to be the Implementing Agency for the project and assured participants of WMO's support to their country's efforts towards better and wise management of their water resources.

2.6 In his opening address, Mr Bougaire, chairman of the ex-Volta Basin Technical Committee, welcomed the participants to Burkina Faso. He stressed the importance of the Volta-HYCOS project for Water Resources Management in the Volta basin and for strengthening country efforts towards IWRM. He recounted the various activities that have been undertaken by the riparian countries of the Volta basin towards the establishment of the Volta Basin Authority (VBA). He indicated that during the 2<sup>nd</sup> meeting of the ministers in charge of water resources of the Volta Basin held in Lomé, Togo in July 2006, the Convention and Statutes of the VBA were finalised and an Acting Executive Director and a deputy were appointed. He subsequently introduced the Ag. Executive Director, Dr. Charles Biney, to the meeting. He added that the final establishment of the VBA will be guided by a Road Map that will be implemented with the support of key donors. He finally expressed his appreciation and gratitude to AFD, IRD, EIER and WMO for their assistance to the Volta Basin countries in developing and implementing the Volta-HYCOS project.

### **3. PARTICIPATION**

3.1 The meeting was attended by twenty three (23) participants including the Steering Committee (SC) Members and invited organization. Five (5) senior officials from five National Hydrological Services (NHSs) in the Volta Basin (Burkina Faso, Côte d'Ivoire, Ghana, Mali, Togo) were present. Unfortunately the SC member from Benin was unable to participate due to travel problem. The Volta HYCOS Project Manager / Coordinator served as secretary to the meeting assisted by the Project Hydrologist / Technical Coordinator. Both are members of the Project Management Unit and they were present at the meeting. The project partners were also represented at the meeting including World Meteorological Organisation (WMO), - the International Institute for Water, Environment and Engineering (2iE/EIER-ETSHER), and the Institute of Research for Development (IRD).

3.2 Twelve participants representing regional and international organization including Volta Basin Authority (VBA), the ex-Volta Basin Technical Committee (VBTC), Global Water Partnership of the West African Water Partnership (GWP/WAWP), African Water Facility (AWF), World Conservation Union (IUCN), Economic Community of West African States (ECOWAS)-Water Resources Coordination Unit, French Embassy (Service for Cooperation and Cultural Action, SCAC) , the United Nations Economic Commission for Africa (UNECA) and GLOWAL Volta Project in Burkina Faso participated in the meeting.

3.3 A list of the participants is given in Annex 1 of this report.

## **4. ORGANIZATION OF THE MEETING**

4.1 Mr Harold CLOTTEY, Deputy Director of Hydrological Services Department of Ghana agreed to chair the meeting with Mr KONAN K. Patrice (Côte d'Ivoire) and Mr CISSE Navon (Mali) as rapporteurs.

4.2 The meeting approved the agenda and work programme. A copy of the approved agenda is given in Annex 2 of this report. The morning session of the first day of the meeting was devoted to presentations on the project progress report and the project document. Discussions followed the presentations of the two reports. The afternoon session was devoted to presentations on the outcome of the country visits including the hydrometric stations and equipment retained for the Volta-HYCOS project and the Training Modules and modalities. Administrative matters related to project governance were also discussed. The second day, was devoted to financial aspects of the project (presentation of the budget and subsequent discussions) and next administrative aspects and planning of activities. Detailed discussions on these issues were followed by the adoption of the conclusions and recommendations of the meeting. The afternoon session was devoted to finalization and adoption of the report.

## **5. PRESENTATIONS**

### **5.1 Project Progress Report**

5.1.1 The project Coordinator, Mr. Jacob Tumbulto, presented the progress report on the activities of the project during the preparatory phase. Participants noted that the project officially started in January 2006. He presented the objectives of the Volta-HYCOS project and the detailed objectives of the preparatory phase, which was for duration of six months.

5.1.2 The project Management Unit (PMU) is operational as the project Manager/Coordinator, (Jacob TUMBULTO), the Hydrologist/ Technical coordinator of the project, (Nathalie BENARROSH), and the Field Technician/ Hydrological Technician, (Maurice GUILLIOD) assumed duty in January 2006. The personnel in charge of the creation and management of the Regional Data Base (RDB) have not yet reported to PMU. Mr. Robert Ouedraogo, (Demographer from IRD office in Ouagadougou) joined the project on July 2006 to assist the PMU in developing Web page until IRD seconds a permanent expert on web page design.

5.1.3 As proposed by IRD, a Computer Engineer based in Montpellier will visit the project and countries on short term missions with a total period of eight months over the project life-time to assist the PRC and NHSs in managing and maintaining their Date Bases. WMO thinks that this proposal is not sufficient to provide the required expertise for the design and maintainance of the proposed Regional and National Data Bases.

5.1.4 The Project Regional Centre has been equipped with computer equipment to meet the needs of the Project Management Unit (PMU).

5.1.5 The Project Coordinator and the Project Technical Coordinator undertook the country consultation visits to the participating countries between March and April 2006. These visits enabled the evaluation of needs of the NHSs in terms of hydrological and computer equipment as well as their training needs. On the basis of these visits the hydrometric sites were identified.

5.1.6 The project document was revised, taking into consideration the information collected during the country consultation visits.

5.1.7 The project coordinator highlighted some problems that he has experienced during the execution of the preparatory phase of the project:

- The long procedure to be followed for the procurement of office supplies and equipment within the 2iE/GEE system;
- The uncertainty as to who decides on the quality and cost of products to be purchased for the project;
- Lack of secretarial support to the PMU;
- Lack of vehicle for the PMU.

5.1.8 The project Coordinator proposed some measures to improve upon the current situation and facilitate the work of the PMU. These include:

- The possibility of putting at the disposal of the Volta-HYCOS project an administrative assistant and a secretary;
- The acquisition of a vehicle for the transport of the members of the PMU;
- It is required to have qualified permanent Web master and data base expert to ensure successful operation and maintenance of the project Regional Data Base during the project period.

## 5.2 Revised Draft Of The Project Document

5.2.1 The representative of WMO, Mr. Tawfic, presented the revised Volta-HYCOS project document. He recalled the objectives of the Volta-HYCOS project and stressed on the modalities for project implementation (Chapter Five of the Volta-HYCOS project document), he focused on the functions and responsibilities of each partner. Further, he informed the meeting that WMO is the Executing Agency, IRD is the technical partners, and the National Hydrological Services (NHSs) are the National Implementing Agencies. He added that the Steering Committee is the decision-making authority of the project. Its role is to see the coherence of the project and supervise its implementation strategy, and the Project Regional Centre (PRC) consists of a project Management Unit and the Regional Data Base (RDB).

5.2.2 The Executing Agency (WMO) and the Technical Partner (IRD) have set up the PMU. It is the structure devoted to the implementation of the project activities. It is also the focal point for coordination of the project activities implemented by and within the participating countries. The PRC, in close collaboration with VBA, will also promote regional cooperation in terms of evaluation, control and management of water resources and constitutes a centre of exchange of expertise and know-how.

5.2.3 Mr. Tawfic next presented the project budget approved by AFD in 2005, consisting of the cash contribution of 1 000 000 € by the French GEF (FFEM) and the in kind contributions of the different partners (200 000 Euros by the countries, 150 000 Euros by 2iE/EIER-ETSHER Group and 870 000 Euros by IRD). The amounts approved in the identified budget lines, which should be respected, were also presented as follows:

Equipment	570 000 €
Running Cost	211 000 €
Training	130 000 €
Steering Committee	11 000 €
Management Expenses	60 000 €
Assessment	8 000 €
Miscellaneous	10 000 €
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Total	1 000 000 €

5.2.3. The WMO representative informed the meeting that considering the needs identified during the preparatory phase of the project, some changes in these budget lines will be necessary for the smooth implementation of the project. Such changes will be discussed with AFD and FFEM for their approval.

5.2.4 Following the presentation of the progress report and the project document, discussions were held on different issues. The following points are some of issues raised and comments from partners.

5.2.5 Some participants felt that the in-kind contribution of the countries which was estimated at 200 000 Euros was underestimated. Therefore it need to be reviewed and re-estimated WMO informed the meeting that the countries' contribution was taken as about 10% of the project cost but if the countries wish to give a better estimate of their in-kind contribution, it can be proposed and provided to the project coordinator.

5.2.6 The representative of IRD informed the meeting about the composition of the team that IRD is supposed to put at the disposal of the Volta-HYCOS Project Management Unit (PMU) as contained in the convention between WMO and IRD. In the agreement, it is proposed that IRD puts at the disposal of the project four persons; one Hydrologist for 36 months, one hydrological Technician and one Webmaster each for 30 months. In addition, a computer and data base expert will be provided for for 8 months. IRD proposed that the data base expert shall be called on missions to provide his services when it is needed. WMO representative stressed on the need for an expert to be stationed on Ouagadougou to develop and maintain the Regional Data Base and assist National experts in establishing their National Data Bases. Such task needs a permanent computer and data base expert attached to the PRC.

5.2.7 The representative of IRD informed the meeting that in addition, IRD will put at the disposal of the PRC the computer equipment that it acquired in 2005 before the official start of the Volta-HYCOS project. The equipment will be officially transferred to the PRC.

5.2.8 The representative of the 2iE/EIER-ETSHER Group asked for more clarification of 2iE role, as it is not well indicated in the Volta-HYCOS project document. The agreement signed between WMO and 2iE/EIER-ETSHER stipulates the responsibilities of the 2iE mainly in the management of administrative and financial matters of the project. The different project documents do not mention any scientific involvement of 2iE in the project. He requested to have the role of 2iE more clearly defined in the project document (Chapter 5) by mentioning the scientific collaboration that it can have with the project.

5.2.9 WMO representative clarified the issue by informing the meeting that according to the project document and the agreement between WMO and 2iE, the later has a major role to play as technical partner and to provide their training facilities and expertise to the project.

5.2.10 Participants discussed the possibility of giving the responsibilities of the project execution to the newly created Volta Basin Authority (VBA) since it is the organization that will play a pivotal role in pursuing trans-boundary water resources management and planning in the Volta basin.

5.2.11 The WMO representative Mr. Tawfic stated that WMO prefers to act as Supervising Agency in the WHYCOS projects and to assign the execution responsibility to any regional or basin institution as is the case in Niger-HYCOS and IGAD-HYCOS. Due to the absence of any regional or basin institution in the Volta Basin, WMO accepted to be in-charge of the execution activities of the Volta-Project. The WMO representative assured the meeting that

WMO and the Volta-HYCOS project will support VBA to strengthen its technical and managerial capabilities.

5.2.12 The representative of the French Embassy through its Service for Cooperation and Cultural Action (SCAC) and also the representative of the African Water facility (AWF) supported the proposal of VBA to become the executing agency for the Volta-HYCOS project in the long term. They reaffirmed their institutional commitment for continued financial support to VBA.

5.2.13 The representative of the VBA explained that a Road Map has been developed for the next 1 year and the VBA structure is not totally in place. The convention creating the Authority is to be signed in December 2006 and this has to be validated by the parliaments of the Volta basin countries between December and July 2007. During this time, the institutional framework for VBA will be developed for the Authority within which Volta-HYCOS will be fitted.

5.2.14 It was decided that as the VBA is not yet capable of discharging these responsibilities due to lack of technical capacity, WMO would continue to be the executing agency in close collaboration with VBA to ensure smooth transfer of responsibility after the project period. It was further suggested that an MOU could be developed between WMO and the VBA to establish framework of cooperation with special focus on the Volta-HYCOS.

5.2.15 The WMO representative reminded the countries of their obligation to collaborate with the PRC during the entire duration of the project, in particular by making available to the PRC all the data necessary for the establishment of the Regional Data Base (RDB) and the development of hydrological products. He requested all Members to validate and provide the available data from the identified Volta-HYCOS stations within their countries to the PRC.

### **5.3 Report on missions to countries (Presentation of the Hydrometric Stations and Equipment Retained under the Volta-HYCOS Project)**

5.3.1 The Project coordinator briefed the SC members about his visits to the Member states in the Volta Basin. He visited Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali and Togo and discussed with the officials in each country their needs. These visits resulted in the evaluation of needs of the NHSs in terms of hydrological and computer equipment as well as training needs. On the basis of these visits the hydrometric sites were identified.

5.3.2 The project coordinator presented the hydrometric stations and equipment provided for in the Volta-HYCOS project document.

5.3.3 A total of 54 stations are now proposed for the observation network against 35 stations proposed in 2003. Countries requested to have 21 stations equipped with DCPs with tele-transmission, 18 stations equipped with DCPs but without tele-transmission and 15 stations equipped only with simple staff gauges

5.3.4 With respect to the type of equipment selected, sustainability of data collection system after the end of the external financial support to the project was a guiding principle. The system of data transmission via satellite (METEOSAT) was selected for data tele-transmission as WMO provides the countries with access to use the Meteosat transmission free of charge.

5.3.5 Under water quality measurements, the coordinator indicated that the objective was to generate a minimum baseline conditions in water quality for selected stations in the Volta basin.

5.3.6 The total number of water quality sampling stations proposed is 13 and the parameters proposed to be monitored are mainly Temperature, pH, Conductivity and Dissolved Oxygen (DO). It is proposed to use portable kits for the measurement of the water quality parameters.

5.3.7 Rainfall measurements were also proposed to improve access to rainfall data at selected stations for flood forecasting purposes and for other hydrological analysis. A total of 23 rainfall stations are proposed to be installed in the Volta basin. Automatic rain gauges are proposed for the rainfall stations which will be located within the hydrometric stations.

5.3.8 The following comments were received from the representatives of the participating countries concerning selection of stations and equipment:

- **Burkina Faso** asked for changes in the proposed equipment recommended for three stations. It has also asked for two new stations to be added.
- **Cote d'Ivoire** was in agreement and satisfied with the selected stations and the equipment proposed for the country.
- **Ghana** asked for three hydrometric stations to be tele-transmitted. Two of these stations are currently equipped with water level recorders (chart type) and were proposed to be equipped with digital water level recorders under the Volta-HYCOS project. The third station is equipped with staff gauges. Ghana also asked for an Acoustic Doppler Current Profiler (ADCP).
- **Mali** asked for one of the stations proposed to be equipped with simple staff gauges to be also equipped with radio transmission.
- **Togo** asked for 4 more new stations to be included in the network. One of these four stations is to be equipped with a DCP without tele-transmission and the other three stations are to be equipped with simple staff gauges.

5.3.9 General Discussions on the Hydrological observing network proposed to draw synergies between various water projects in the basin, notably;

- the Project for Improving Water Governance in the Volta Basin (PAGEV) being executed by IUCN
- Glowa Volta Project (Global Change in Hydrological Cycle) funded by the German ministry for Education and Research and
- Challenge programme on water and food managed by the Consultative Group on International Agricultural Research (CGIAR).

5.3.10 It was suggested to elaborate the water quality aspect in the project document and to include more physico-chemical parameters such as suspended solids.

## 5.4 Training Modules and Modalities

5.4.1 The Technical coordinator of the project, Nathalie BENARROSH, presented the training programme for the Volta-HYCOS project. She presented the training modules proposed, giving the modalities for their organisation.

5.4.2 The training modules are as follows:

- M1: Limnometry and Topographic Survey
- M2: Flow Measurements with ADCP and with Current Meter

- M3: Establishment of Rating Curves
- M4: Installation and Management of Electronic DCPs
- M5: Data Base Management and Computer Science
- M6: Hydrological Expertise and IWRM
- M7: Web Site Maintenance and Development of Hydrological Products
- M8: Modelling and Flood Forecasting
- M9: The use of Satellite Information for Planning and Management of Water Resources

5.4.3 For each training module, the training will be carried out in two stages:

- Training of trainers at the Project Regional Centre, PRC (1 trainee per country).
- Training of staff of the NHSs in each country by the national trainers (5 to 10 per country).

5.4.4 Six (6) out of the nine (9) training modules presented will be organised with the secured budget. Supplementary funds will be sought to finance the remaining three training modules.

5.4.5 The Volta-HYCOS training programme is similar to that of Niger-HYCOS. It is therefore proposed to organise the different training modules jointly by the two projects. The teaching materials as well as the equipment for training will then be common to the two projects for some training modules, allowing for a reduction in cost.

5.4.6 The two project coordinators need to discuss and agree on a common training programme schedule, taking into consideration some of the modules that have already been organised by the Niger-HYCOS project.

## **6 PLANNING OF ACTIVITIES**

6.1 The representative of WMO invited the participants to examine the detailed work programme and plan of activities and give their comments (Annex 1 of the project document). He presented the three (3) main components of the project activities, which include enhancement of network of hydrometric stations; development of a regional hydrological information system and identification and development of hydrological products of regional interest. Further he briefed the participants on the activities planned for each component. There were no comments on the planning of activities as it is attached in Annex 3 of this report.

6.2 The development and establishment of the Regional and National Data Base should start and countries should also start to provide the PRC with the available hydrological data from the Volta-HYCOS identified stations.

6.3 The training activities will start as soon as the fund is available. Two modules should be organized before end of the year 2006 if possible. The development of the web page should start immediately.

## **7. BUDGET AND FINANCIAL MATTERS**

7.1 The project coordinator presented the reviewed budget including extra funds required for activities to be fully implemented to ensure successful implementation of the project and to achieve its objectives. For the cash contribution from the French GEF, changes on the budget lines were proposed after being amended with respect to the budget approved in

2005 as shown below. The amendments take into consideration the needs of the NHSs evaluated during the country consultation visits.

Equipment	479 305 €
Running Cost	303 235 €
Training	109 460 €
Steering Committee	30 000 €
Management Expenses	60 000 €
Assessment	8 000 €
Miscellaneous	10 000 €
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<b>Total</b>	<b>1 000 000 €</b>

7.2 Participants stressed the need to have more details in presenting the budget to identify and reflect the responsibilities and the contribution of partners. They also stressed the need to include realistic costs of the various activities to ensure full implementation of the project activities. They asked the Project coordinator to revise the budget and to present more detailed and realistic cost to be attached as annex 4 to this report.

7.3 Participants noted that in the activities planned, water quality (WQ) was indicated but it was not costed in the budget. This should reflect in the revised budget. It was recommended to consider more WQ parameters to be included for monitoring.

7.4 Also, the participants expressed their interest to have the role of the Volta Basin Authority defined more clearly in the project and to consider allocating funds for supporting the VBA to carry its responsibility in the project. The revised budget is included in Annex 4.

7.5 Following the presentation and discussion on the budget, participants discussed other issues related to the budget and agreed on the following:

- The need to clarify in the budget for the PRC the portion for the visits of the staff of NHSs to the PRC
- The need to include the cost of the Data base software for the PRC
- The need to specify the beneficiaries of the allowance provided in the running cost of the NHSs
- The wish of the country representatives to harmonise the allowances within the different countries

## 8. CONCLUSIONS

8.1 The participants expressed their support for the Volta-HYCOS project and confirmed their countries' support and participation in the project since it is expected to contribute in solving some of their water resources management problems.

8.2 Participants expressed their satisfaction with the performance of the Project Management Unit and the facilities provided by 2iE/ EIER-ETSHER Group in implementing the preparatory phase of the project. They recognized the good performance of the project coordinator, Mr Jacob Tumbulto and also appreciated the efforts by his team on finalizing the preparatory phase and the successful organization of the meeting.

8.3 Participants noted that the issue of water quality needs to be more elaborated in the project document and to include more physico-chemical parameters to be collected such as suspended solids. This issue needs also to be reflected in the revised budget.

8.4 It was the view of the meeting that VBA should have a clearer role and involvement in the implementation of the Volta- HYCOS project in order to strengthen its capacity as a basin Authority in the sub-region. Such role will allow VBA to be able to takeover the responsibility of the management of the project after the culmination of the present funding arrangements. It was agreed that VBA involvement in such an important project will enhance its capacity in executing IWRM programmes in the basin.

8.5 The participants appreciated the establishment of the PMU and the preparation to setup the Regional Database. The issue of personnel involved in running the PRC was raised and it was noted that the Project Manager has been appointed and he started his duties in January 2006. The hydrologist (Technical coordinator) and the Hydrological technician have also been seconded by IRD since January 2006. The meeting requested WMO to communicate with IRD to finalise the establishment of the Regional Database by seconding the remaining experts to ensure full operations of the Project Regional Centre.

8.6 Due to the inadequate means of transport within the NHSs in the basin and the need to strengthen the transport facilities, participants recommended to increase the budget allocated to the PRC and to include one vehicle for each country to enable them to carry out the project activities. The proposal should be discussed with Niger –HYCOS in order to avoid duplication and to ensure cost effectiveness.

8.7 The issue of the computers, hydrological equipment and training was discussed and it was agreed that there is the need for complementary fund to ensure full implementation of the project.

## **9. RECOMMENDATIONS**

9.1 The participants asked the Project Manager to review and enhance the project budget and to present a comprehensive one with detailed costed activities. The contribution of each partner should be indicated in details.

9.2 The participants recommended allocating some funds to the Volta Basin Authority to enhance its operational capacity and strengthen its role in the Volta-HYCOS project. This should be reflected in the revised budget.

9.3 It was recommended to increase the budget allocated for vehicle to the PRC and to include one vehicle for each country to ensure successful implementation of the project field activities.

9.4 The meeting agreed that to ensure synergy between Niger HYCOS and Volta-HYCOS, the hydrological equipments and data management software should be compatible.

9.5 The meeting asked the Project coordinator to communicate with the Niger Basin Authority to investigate the possibility of organising joint training modules to ensure cost effectiveness and synergy between the two projects. He was also asked to establish strong link of communication with the Project coordinator of Niger-HYCOS to exchange experience and to ensure synergy between the two projects.

9.6 The meeting realised the importance of the effective functioning of the PRC through the establishment of the regional data base. In this regard, the participants were requested to start providing the available data for the identified Volta-HYCOS stations in their countries to the PRC in order to make regional data base operational.

9.7 It is recommended that the project document should reflect in detail the modalities, resource requirements for VBA's involvement and responsibilities in project implementation.

9.8 It is recommended that WMO and the VBA should consider preparing a MOU between the two institutions to establish a framework for cooperation with focus on the Volta-HYCOS project.

9.9 The meeting requested WMO to assist VBA to secure funds to strengthen its role in the project implementation.

9.10 The meeting requested the PMU to provide the Steering Committee Members with a copy of the agreements between WMO and IRD and that between WMO and 2iE/EIER-ETSHER in respect of the implementation of the Volta-HYCOS project.

9.11 The meeting requested WMO to communicate with the AFD to ensure the release of the required funds for the start of the field implementation activities.

9.12 Participants adopted the draft report of the meeting together with its annexes and requested WMO Secretariat to make any necessary editorial changes. It was recommended that, after WMO has finalised the draft report, it should be circulated to all the participating countries as soon as possible for final endorsement. After incorporating any comments from countries, WMO should circulate the final report by 15 October 2006.

## **10. VENUE FOR THE NEXT MEETING**

The meeting noted with appreciation the offer by VBA to host the next Steering Committee meeting in September 2007 in Ouagadougou, Burkina Faso. 2iE/EIER will provide VBA with the necessary support through the provision of facilities to make the meeting successful.

## **11. CLOSURE**

At the closing session, WMO representative thanked the Steering Committee members and the invited partners for their useful and valuable contribution to the discussions and their strong support for the Volta-HYCOS project. He also thanked the 2iE/EIER-ETSHER for hosting the meeting and providing excellent facilities. He concluded by assuring the country representatives of WMO's support to ensure successful implementation of the project and thanked the Ministry of Agriculture, Hydraulics and fisheries in Burkina Faso for the warm hospitality.

The meeting closed at 7:00 pm on Thursday, 7th September 2006.

**Volta-HYCOS PROJECT**  
**1<sup>ST</sup> STEERING COMMITTEE MEETING**

*Ouagadougou, 2iE /Groupe EIER-ETSHER , 6-7 September 2006*

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**Volta-HYCOS PROJECT**  
**1<sup>ST</sup> STEERING COMMITTEE MEETING**  
Ouagadougou, BURKINA FASO  
6-7 September 2006

**AGENDA**

1. OPENING OF THE MEETING
2. ORGANIZATION OF THE WORK OF THE MEETING AND APPROVAL OF THE AGENDA
3. PROGRESS REPORT
4. PRESENTATION OF THE DRAFT PROJECT DOCUMENT
5. PRESENTATION OF THE PROPOSED NETWORK AND EQUIPMENT
6. TRAINING NEEDS, MODULES AND MODALITIES
7. BUDGET AND FINANCIAL MATTERS
8. ADMINISTRATIVE MATTERS
9. ANY OTHER BUSINESS
10. CONCLUSIONS AND RECOMENDATIONS
11. DATE AND VENUE OF NEXT MEETING
12. ADOPTION OF THE REPORT AND CLOSURE OF THE MEETING