



ASSOCIATED PROGRAMME ON FLOOD MANAGEMENT



**ASSOCIATED PROGRAMME ON
FLOOD MANAGEMENT**

FINAL REPORT

ADVISORY AND MANAGEMENT COMMITTEE MEETINGS

June 2013
Geneva, Switzerland



The Associated Programme on Flood Management (APFM) is a joint initiative of the World Meteorological Organization (WMO) and the Global Water Partnership (GWP). It promotes the concept of Integrated Flood Management (IFM) as a new approach to flood management. The programme is financially supported by the Governments of Japan, Switzerland, USAID and Germany.



The World Meteorological Organization (WMO) is a specialized agency of the United Nations. It coordinates the activities of the meteorological and hydrological services of 191 countries and territories and is the authoritative voice on weather, climate and water.



The Global Water Partnership (GWP) is an international network open to all organizations involved in water resources management. It was created in 1996 to foster Integrated Water Resources Management (IWRM).



FINAL REPORT (2012-2013)

TABLE OF CONTENTS

PART I ADVISORY COMMITTEE	4
1. Opening	4
2. Review of APFM Activities of 2012-13	4
2.1 Publications: Policy Series	5
2.2 Publications: IFM Tool Series.....	5
2.3 HelpDesk operations	5
2.4 Field Demonstration Projects	6
2.5 National / regional support activities and capacity building	6
2.6 Outreach activities, dissemination of information and status of website	6
2.7 Cooperation with Support Base Partners and linkages with GWP network	7
3. Strategic positioning of APFM	7
3.1 Presentations in Support of APFM and IDMP activities	8
4. APFM Activities for the period 2013/14	8
4.1 Publications: Policy Series and IFM Tools Series	8
4.2 National / regional support activities and capacity building	9
4.3 Dissemination of information & website	10
4.4 HelpDesk.....	11
5. General issues	11
6. Conclusions and recommendations – Summary.....	12
7. Closing of the AC Meeting	13
PART II MANAGEMENT COMMITTEE	14
8. Financial Performance for the period 2012-13.....	14
9. Activity and Budget Plan for the period 2013-14	14
10. Closing	15
ANNEXES	16
Annex I List of Participants	16
Annex II Agenda for the APFM Advisory Committee and Management Committee Meeting	18



PART I ADVISORY COMMITTEE

1. Opening

The meeting of the Advisory Committee to the Associated Programme on Flood Management (APFM) was held at the World Meteorological Organization (WMO) Secretariat, Geneva from 4-5 June 2013.

Mr Wolfgang Grabs, Head of the APFM Technical Support Unit (TSU) welcomed the participants (List of participants in annex I to the report). He underlined the overall goal of Phase III to improve field-effectiveness of IFM practices and outreach to clients. In particular, Mr. Grabs informed participants that in the reporting period 2012/2013, the highest ever recorded number of new and revised tools had been produced, a new peak in capacity building activities had been reached and significant outreach has been achieved through social networks and the connection to the country and regional partnerships of GWP and likewise the demand for HelpDesk services has significantly increased over the previous reporting periods.

The Chair of the Advisory Committee, Mr Torkil Jønch Clausen, welcomed the participants to the meeting and asked Mr Bruce Stewart, Director of the Climate and Water Department with the WMO to make a few opening remarks. Mr Stewart welcomed the participants on behalf of Mr Michel Jarraud, Secretary-General of the WMO, and urged them to use this meeting as an opportunity to further strengthen the activities and operation of the APFM, noting the considerable success that has been achieved in the past. He stressed the need to further step up activities of the APFM to meet growing demands.

In his position as president of the WMO Commission for Hydrology (CHy), Mr Harry Lins also welcomed the participants to the meeting, reaffirming the support of the Commission to the activities of the APFM.

The Chair of the Advisory Committee, Mr Torkil Jønch Clausen, proposed that the meeting should provide a way to accelerate the work of the APFM and to find new ways of reaching out to the user community. He expressed his appreciation to the Support-Base Partners, both present at the meeting and also those unable to attend, for showing their strong support and good will towards the APFM.

The chair noted that two representatives of SBPs needed to be selected and participate in the MC held back-to back with the AC meeting according to the constitution of the APFM AC/MC. The meeting was also informed that Mr Giacomo Teruggi, Project Officer of the TSU is at present on undetermined contract break.

After self-introduction, the agenda (Annex II) was adopted by the participants of the AC, making allowances for presentations by Support-Base Partners. Presentations on Serious Gaming (DHI Group), the Global Water Partnership, and the Integrated Drought Management Programme were included in the Agenda.



2. Review of APFM Activities of 2012-13

The annual report as provided by the TSU prior to the meeting served as basis or the review. Presentations of APFM activities for the period 2012/2013 were made by the APFM TSU and discussed in detail by participants. The following topics were addressed:

- (a) Review of the publications, including the IFM Policy Series
- (b) APFM Tools
- (c) HelpDesk operations
- (d) Field Demonstration Projects
- (e) Capacity building
- (f) Outreach activities, dissemination of information and status of website
- (g) Cooperation with Support Base Partners and linkages with GWP

2.1 Publications: Policy Series

The Committee discussed the publications produced by the APFM and made the following points:

- In planning future publications, it is recommended to get some guidance/input from the private sector to determine which further topics in Integrated Flood Management publications may be required.

2.2 Publications: IFM Tool Series

The Committee discussed the APFM tools and commented that:

- The proposed new tools to be scoped with regard to their contents and titles amended where appropriate;
- Remaining tools that so far had not been revised should be revised in the upcoming reporting period
- Feedback through the website and social media were encouraged as processes to improve tool development;
- The role of the Support Base Partners in Tool development should be increased: a number of partners offered assistance (see section 4.1), it was encouraged that SBPs make use of the Tools in their activities;
- Promotion of the tools through universities, social networks, etc. both through APFM and Support Base Partners was encouraged.

2.3 HelpDesk operations

The Committee discussed the HelpDesk Operations and made the following observations:

- The majority of the requests have been answered by the Technical Support Unit; some requests have been responded to through the organization of workshops that have included representation from Support Base Partners;
- Some clarification indicating the relative priority of activities and financial input for incoming requests is required and should be presented to the Advisory Committee for recommendation and decision making by the Management Committee;
- The use of an online form for making requests was promoted;
- The Advisory Committee recommended that other avenues of soliciting requests should be followed up, for example, the World Bank, the Asia Development Bank (flood risk communication management);



- Greater involvement of national contact partners was recommended;
- The setting of performance measures for requests that were responded to may aid in evaluation of the success of the programme;
- Evaluation of success could also be obtained through a feedback section on the Internet, social networks or other fora;
- The Advisory Committee, including the Support-Base Partners present, supported greater involvement of the Support –Base Partners in responding to requests, especially if and when the numbers of requests grow;
- The Advisory Committee saw merit in publicising responses to requests that might result in more users; and
- Greater use could be made of both the members of the Commission for Hydrology and the Global Water Partnership national linkages.

2.4 Field Demonstration Projects

The Committee discussed the Pilot/Field Demonstration Projects and:

- Strongly endorsed the concept of pilot/demonstration projects and reiterated its support to the three pilot projects that had been envisaged, namely on Community-based approaches to flood management in Thailand and Lao PDR, Coastal Flood Management (Vietnam, Bangladesh), and Transboundary Flood Management (Dniester river basin);
- Welcomed offers from members of the Advisory Committee who offered their support through involvement in the development of field demonstration projects.

2.5 National / regional support activities and capacity building

The Committee discussed capacity development and made the following observations:

- As the demand for services increases, consideration will need to be given to improved delivery of training and capacity development, including training of trainers, e-learning, e-lectures;
- The Support Base Partners can provide further assistance in this regard;
- Improved connections between the Global Water Partnership networks and capacity building activities and with Associated Programs (i.e.. CapNet) was strongly supported and recommended;
- Use should also be made of the WMO Commission for Hydrology, and experts in the Open Panels of CHy Experts (OPACHESs).

2.6 Outreach activities, dissemination of information and status of website

On the basis of the APFM Communication Strategy, the Committee discussed outreach and related activities, including the status of the web-page and made the following recommendations:

- Links to all Support-Base Partners should be on the web-page, with consideration given to a dedicated page for each Support-base Partner. The Support-base Partners should promote the APFM within their own organizations;
- Greater use should be made of social networks to improve outreach;
- APFM TSU should continue to make use of key conferences and symposia to promote the APFM and the HelpDesk;
- In order to improve the link between APFM and the Support Base Partners, APFM should prepare a set of presentation slides (short version 1 slide, long version ~15 slides), which can be used to promote APFM in presentations made by Support Base Partners at conferences/meetings etc;



- The Global Framework for Climate Services should also be used as a platform to promote both the APFM and the Integrated Drought Management Programme;
- Opportunities for closer linkages with the Disaster Risk Reduction community (e.g. UNISDR and WMO/DRR) were encouraged.

2.7 Cooperation with Support Base Partners and linkages with the GWP network

The Committee discussed cooperation with Support-Base Partners and linkages between WMO and the GWP network and made the following recommendations:

- Development of a one page concept note on each of the proposed future activities between APFM and GWP;
- Further cooperation with GWP's Water and Climate Programme (Water and Climate Development Programme, WACDEP) is envisaged, particularly to support field demonstration projects and capacity building activities;
- Possible areas of cooperation with CHy are policy guidelines, capacity development, and strategic discussion in IFM;
- that the EU-PEARL project could become a good example for the cooperation between APFM and the Support-Base Partners;
- Cooperation with Support-Base Partners needs to be increased to provide opportunities for technical support for capacity development and pilot projects;
- Opportunities exist across a number of fronts, including coastal inundation and flood management and projects and activities entered into by Support Base Partners under their specific work programmes.

3. Strategic positioning of APFM

The Committee confirmed its general view that the APFM serves as an outstanding platform to promote Integrated Flood Management through cooperation with government institutions in many different countries, NGO's as well as INGO's, and the private sector. The Committee recommended in particular to upkeep the strong linkage of the APFM with the WMO Flood Forecasting Initiative and its scope of activities, the WMO Commission for Hydrology and its experts as well as to the Global Framework for Climate Services (GFCS) as a potentially important client for APFM services. The Committee saw merit in keeping close contact to activities of UN-Water that has the potential to promote the concept and activities of the APFM and where APFM could be in the position to provide valuable services.

With regard to the Convention on the Protection and Use of Transboundary Watercourses and International Lakes the Committee welcomed the planning for a pilot project on transboundary Flood Management and noted the draft project proposal to develop and implement the pilot project in the Dniester basin.

The Committee discussed at some length critical issues for APFM. These relate mainly - but not exclusively - to

- Securing core funding of APM activities in addition to activity-centred funding;
- Continued provision of highly demanded services in a situation with fluctuating resources (both financial and staff);
- Broadening the support base keeping in mind the quality-label of the APFM;
- Outreach to potential clients and improved linkages to development partners.



3.1 Presentations in Support of APFM and IDMP activities

Three presentations were made to the Advisory Committee. The DHI Group (Director of DHI Academy) made a presentation on promoting sustainable water resources management through serious gaming. The presentation was focused around Aqua Republica, a UNEP-DHI project that focuses on the development and promotion of a not-for-profit serious game in collaboration with a number of partners. This serious gaming tool could be used in an online section on serious gaming as part of the HelpDesk and its e-learning elements. This section is to be developed to support the Integrated Flood Management philosophy and show the positive and negative effects of floods.

The Global Water Partnership made a presentation on its Water and Climate Program. The key objective of WACDEP is to mainstream climate resilience in development, including through no-regret actions, to mitigate the impact of and increase resilience to climate change while maintaining socio-economic development.

The Global Water Partnership reiterated its intent to continue and expand its linkages with the APFM and could be in a position to provide funds for capacity building and demonstration projects in the form of working packages.

A presentation was made on the Integrated Drought Management Programme (IDMP). The concept of IDMP is based on the past decade of success of the APFM. The focus of the IDMP in 2013 is to develop a governance structure, agree on a work plan and further refine the concept note on Drought Management developed amongst the relevant stakeholders. Together with the Integrated Drought Management Programme, these initiatives are contributions to the Global Framework for Climate Services. It was noted that any financial contribution from the GWP would be linked to and reported on against their results framework.

4. APFM Activities for the period 2013/14

Based on the annual report 2012/2013 as well as on the reported and expected requirements and demand for APFM services, the Committee discussed in detail priority areas of activities to be undertaken by the APFM in the forthcoming reporting period 2013/14. In particular, the field effectiveness of the APFM was discussed and consequently priorities were attributed to the planning and implementation of the agreed field demonstration projects as well as the development of capacity building packages in support of the tools and closer linkage to country and regional focal points in particular those of GWP, WMO Hydrological Advisors and Support Base Partners.

4.1 Publications: Policy Series and IFM Tools Series

With respect to the publications and tools to be revised or prepared for 2013/2014, the Advisory Committee made the following conclusions and recommendations:

- The use/usefulness of publications should be monitored on a regular basis through feedback. This will be achieved by the following processes (with GWP support):
 - GWP offered access to their technical support capabilities and networks.
 - facilitate comments for each publication (e.g. through website & social networks)
 - feedback through surveys
 - make use of an e-forum to facilitate feedback mechanism
 - promote GWP/SBPs to use APFM publications in training and collect feedback.



- It is proposed that the private sector should be considered as a stakeholder and be involved in the development of publications, and also be considered for potential funding of associated activities;
- Training materials based around the tools and include standards sets of Power Point presentations, etc.;
- The GWP offered potential financial support these APFM activities, noting the required preliminary outlines/project plans and the need to report against their results framework;
- The revision and development of Tools will follow the plan outlined below. It was suggested that a one pager is to be prepared prior to the development of a tool, including a work plan and schedule.

TSU clarified that the previously used three categories of Tools (according to size), had been abandoned and that the normal size of a tool would be 40-60 pages. In view of the large number of tools to be revised or developed in the coming reporting period, TSU will prioritize and work closely with its partners within this block of activities in order to be able to deliver on the entire work-plan.

List of Tools to be revised or developed in 2013/2014 include:

	Title	Stage	Offered contributions
.	Climate Change Adaptation	To be revised	Deltares
1	Flood Mapping	Final	
2	Effectiveness of flood management measures	In progress	
3	Role of the media in flood management	In progress	BoM
4	Effectiveness of flood management (case studies)	Early stages	
5	Health & Sanitation Aspects	Progressed stage	
6	Flood Management in a multi-hazard environment	Scoping note to be developed	
7	Integrated Flood Management for the Private Sector	Scoping note to be developed	ADPC
8	Crisis Mapping and Crowd Sourcing	First outline to be developed	UNESCO-IHE
9	Public Perception of Flood Risk	Scoping note to be developed	GWP, BoM, Deltares, Kenya MetService
10	Serious Gaming	Scoping note to be developed	DHI, Deltares

4.2 National / regional support activities and capacity building

With respect to the national and regional support activities and capacity development for 2103/2014, the Advisory Committee made the following conclusions and recommendations:

- Higher priority should be given to establishing field demonstration projects. This could be undertaken through:



- joint organization of projects/workshops etc., partly giving the lead to GWP and the SBPs, but ensuring that the practices and principles of Integrated Flood Management remain the focus. This may require less involvement from the APFM Technical unit, freeing them up for other activities involving the web-site, etc.
- strengthening links to GWP's Water and Climate Program.
- High-level advocacy of the IFM principles and practices should be continued and where possible increased/deepened. This advocacy should be targeted explicitly to field implementation agencies and developing partners, such as the regional development banks and the evolving Green Climate Fund, which set the priorities and criteria for resourcing field implementation. A recent encouraging example is ADB with its policy paper on "Flood Risk Management: A strategic approach". Bringing the concepts enshrined in IFM to bear in the policies of such organizations offers the required leverage on the field implementation activities – with minimal or no direct involvement of TSU in project implementation required.
- Surveys should be conducted after each training exercise and the information recorded and publicized to demonstrate the effectiveness of the activities. The proposal from the 2012/2013 to establish an APFM network of alumni should be implemented. .
- The linkages and information exchange between APFM, SBPs and other organizations & countries (including a number of countries) should be strengthened, using both the web-site, newsletters, social media and direct contacts.
- The cooperation between WMO and the GWP in capacity building activities and field demonstration projects should be strengthened, noting that:
 - GWP offered access to their technical support capabilities and networks.
 - GWP agreed to promote the APFM to their network of former Associated Programs, including CapNet. The APFM was encouraged to renew and support the linkage with CapNet.
 - TSU to increasingly use the SBPs, the alumni of previous trainings and the alumni of the TSU itself to promote its activities in particular in the capacity building domain.

4.3 Dissemination of information & website

With respect to the dissemination of information for 2103/2014, the Advisory Committee made the following recommendations:

- SBPs should inform the APFM about upcoming conferences and further opportunities to promote IFM and the HelpDesk functions.
- APFM publications should be promoted through the SBPs, social networks, universities, etc.
- In the medium term, a set of short introductory videos should be developed. These should describe different tools and publications and recommend material in support of the application of the Tools.
- The APFM website should contain linkages to SBPs and GWP. Therefore, individual web-pages for each SBP with relevant details and contacts information are to be provided.
- The GWP reaffirmed its commitment to establish closer links between GWP's Water and Climate Program and APFM/IDMP.



4.4 HelpDesk

With respect to the operations of the HelpDesk for 2013/2014, the Advisory Committee made the following recommendations:

- The GWP and SBPs should be further involved in the GetHelp requests.
- The linkages with other initiatives and available resources should be strengthened (e.g. Floodsite)
- The GetHelp request forms should be updated and improved, e.g. through an online form.
- Requests for help should be clearly listed and prioritized according to financial and human resources invested. A one pager describing the request and required actions with a place for final comments/feedback may assist in this process.
- The section of Frequently Questions & Answers should be continually reviewed and updated and expanded where necessary.
- The connection to the National Hydrometeorological Services (NHSs) should be improved through closer collaboration with the WMO Commission for Hydrology (CHy)

5. General issues

With respect to general issues for the upcoming reporting period 2013-2014, the Advisory Committee made the following recommendations:

- It will be necessary to identify and develop some success and performance indicators for the APFM and these will need to be based on a results-based monitoring framework including GWP's monitoring framework. GWP has experience in this (perhaps even example indicators) and it will need to be linked to the APFM work plan.
- The proposal from WMO and GWP to ensure that the APFM and IDMP activities are firmly connected to and contribute to the Global Framework for Climate Services (GFCS) was strongly supported.

6. Conclusions and recommendations – Summary

- Develop success and performance indicators – results-based monitoring framework, making use of the experience from GWP and link to workplan (to be prepared by GWP)
- Further include and connect APFM and IDMP activities with the Global Framework for Climate Services (GFCS);
- GWP offered financial support to APFM activities under GWP's Water and Climate Programme.

Publications

- Monitoring the use/usefulness of publications through feedback (with GWP support):
 - facilitate comments for each publication (e.g. through website & social networks)
 - feedback through surveys
 - make use of an e-forum to facilitate feedback mechanism
 - promote GWP/SBPs to use APFM publications in trainings and to collect feedback
- Revision of Tools as planned
- Proposal to involve the private sector in developing publications, and for potential funding, private sector as the target group
- Develop training material based on Tools (Presentations, etc.)

National/regional support activities and capacity building

- Give higher priority on field demonstration projects
 - joint organization of projects/workshops etc., partly giving the lead to GWP, SBPs but still remaining the IFM aspect -> less involvement of APFM
 - strengthen links to GWP's Water and Climate Program
- Deepen/keep activity on targeted high-level advocacy
- Conduct surveys after each training -> use the results
- Strengthen linkage and information exchange between APFM, SBPs and other organizations & countries (e.g. WB, Pakistan, Sri Lanka, Vietnam)
- Strengthen cooperation with GWP in capacity building activities and field demonstration projects
 - GWP offered technical support
 - GWP to promote APFM to a network of Associated Programs, incl. CapNet

Dissemination of information

- SBP to inform APFM about upcoming conferences and further opportunities
- Promote publications through SBPs, social networks, universities, etc.
- Suggest to develop short introductory videos recommending material in support of Tools
- Proposal to closer link SBPs, GWP and APFM websites
- GWP committed to establish close links between GWP's Water and Climate Program and APFM/IDMP

HelpDesk

- Further involve GWP and SBPs in GetHelp requests
- Strengthen linkages with other initiatives and available resources (e.g. Floodsite)
- Improve the GetHelp request forms, e.g. through an online form
- Requests to be clearly listed and prioritized according to financial and human resources invested
- Update/enlarge Frequently Questions & Answers
- Improve connection to National Hydromet Services through CHy



7. Closing of the AC Meeting

In closing the Advisory Committee meeting, Mr Torkil Jørnch Clausen expressed his appreciation to the participants, especially from the point of view that they had critically reviewed and examined the progress of the APFM and made sound and strong recommendations for future actions that will the APFM grow and expand from its current platform. Mr Bruce Stewart, on behalf of WMO also expressed his appreciation for the sound guidance provided by the Advisory Committee and the ongoing commitment of the WMO to the APFM. Mr John Metzger, on behalf of the GWP, thanked the Support Base Partners for their contributions and pledged the continuation of support from the GWP to the APFM. All participants expressed their appreciation to the major funders of the APFM, namely the governments of Japan, Switzerland and the United States of America.



PART II MANAGEMENT COMMITTEE

The Management Committee meeting was held on 5th June 2013. The meeting was chaired by Mr Torkil Jønch Clausen. The Committee expressed its satisfaction that APFM succeeded in fulfilling its targets as recommended in the previous reporting period. It noted that a few activities could not be undertaken in particular in cases where communication and consultations with partners took more time than expected or where a shortage of staff made it not possible to implement certain activities.

The Management Committee endorsed the recommendations made by the Advisory Committee with regard to its general conclusions and recommendations and in particular with regard to the recommended activities of the APFM in the reporting period 2013/14.

The Management Committee decided that a follow-up MC be held later in 2013; the dates to be decided as soon as possible.

The Committee expressed its regret over the decision of the Government of Japan to suspend its funding for the APFM as from June 2013. The Committee expressed its sincere gratitude to the Government of Japan for the strong support and commitment to the APFM over the full 12 years of its operations. Likewise, the Committee highly appreciated the commitment of Japan and in particular its Ministry of Land, Infrastructure and Transport (MLIT), in sending all these years highly qualified experts to WMO to work side-by-side with the team members of the APFM TSU. The Management Committee welcomed the idea of the TSU to write a formal letter to MLIT expressing the gratitude of APFM to the Government of Japan.

8. Financial Performance for the period 2012-13

The Committee reviewed the expenditures made by the APFM and in particular at the balance between actual activities and overheads of the programme. The Committee expressed its satisfaction over the expenditures made versus the outputs achieved with the available funds and staff resources. Like in the previous reporting period, the Committee reviewed the issue of under-spending and reiterated its view that under uncertain funding conditions, a certain “buffer-level” is needed to compensate fluctuations in funding. The Committee, after detailed review of the account provided, approved the financial statement for the year 2012-2013 with some amendments especially in view of in-kind contributions and improved presentation of activities versus costs to improve the transparency of the account document.

9. Activity and Budget Plan for the period 2013-14

The Committee was presented with the Budget Plan of the activities for the year 2013-2014 as well as three potential financial performance scenarios of funding and activities of APFM for the time-frame until 2016/2017. Based on the activities recommended by the AC for the period 2013-2014, the MC approved the Budget Plan for that period. In terms of funding available over the next reporting period 2013/2014, the Committee was informed on the expected funding situation as documented below:

a) Funding from Switzerland

Switzerland will continue to provide the same level of funding for the year 2013-14. However, no long-term commitments can be made at this stage.

**b) Funding from Japan**

Japan will suspend funding to APFM as from June 2013.

c) Funding from USAID

As agreed in an umbrella agreement between WMO and USAID, USAID pledged substantive funding for the implementation of field demonstration projects, starting from 2013. The USAID pledged to APFM activities up to USD 400,000 over a period of five years.

d) Funding from GWP

GWP indicated interest to fund individual activities and/or implement in joint collaboration. The funding could be made available through the GWP's Water and Climate Programme in the order of 100,000 to 500,000 USD per year at least until 2015. However, the individual activities and/or projects so funded would need to be framed in the context of GWP's results-framework under the Water and Climate Programme. In addition GWP will second to WMO a GWP staff member (Mr Frederik Pischke) from July 2013 for an initial period of two years to enhance coordination between GWP and IDMP/APFM activities.

e) Funding from Germany

The current contract of the JPO supported by Germany runs until January 2014. As per the standard model for German JPO-funding, agreement between WMO and the German authorities will need to be established towards the end of 2013 on the cost sharing for the third and fourth year of the current JPO to the Programme. WMO-Secretariat confirmed at the Meeting that provisions have been made to fund the fourth year, in order to facilitate the funding of the third year by Germany.

f) Funding from WMO

WMO strives to keep its level of in-kind and financial contributions on a comparative level as in the previous reporting period. WMO may consider to step-up its in-kind contributions based on the availability of funds.

g) Funding from other potential donors

For further sources of funding, the Committee proposed to consider the Asian Development Bank as a potential donor, as ADB is undertaking investments for both floods and droughts. The Committee also recommended considering the African Development Bank, and the private sectors especially insurance and reinsurance companies to engage in certain projects. Funds may also be available through the mechanism of the Global Facility for Disaster Reduction and Recovery (GFDRR)

10. Closing

The MC meeting adjourned on Wednesday 5 June at 16:30



ANNEXES

ANNEX I List of Participants

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ANNEX II Agenda for the APFM Advisory Committee and Management Committee Meeting

Tuesday 4 June 2013

Advisory Committee Meeting

Time	Activities
09:00-09:15	Welcome, self-introduction and adoption of agenda
09:15-10:45 (1:30 hr.)	Overview of APFM activities: Presentation and discussion of APFM activities of the year 2012/2013 Review and discussion on Publications <ul style="list-style-type: none">– IFM Policy Series and Tools
10:45-11:15	Tea/Coffee break
11:15-12:30 (1:15 hr.)	Review and discussion on Publications (Continued) <ul style="list-style-type: none">– IFM Policy Series and Tools
12:30-13:30	Lunch Break
13:30 – 15:30 (2:00 hr.)	Review and discussion on HelpDesk Operation <ul style="list-style-type: none">– Pilot demonstration projects– Capacity building– Other HelpDesk functions
15:30-16:00	Tea/Coffee break
16:00-17:00 (1:00 hr.)	Review and discussion on Outreach activities <ul style="list-style-type: none">– Dissemination of information, status of web-page– Cooperation with Support Base Partners– Linkages between WMO and the GWP network– Implementation of Communication Strategy
17:30 onwards	Informal get-together



Wednesday 5 June 2013

Time	Activities
9:00-10:30 (1:30 hr.)	Strategic Discussion on positioning of APFM activities in: <ul style="list-style-type: none"> – WMO (Flood Forecasting Initiative, International Flood Initiative, GFCS¹, CHy²) – GWP including IDMP³ – UN-Water – Convention on the Protection and Use of Transboundary Watercourses and International Lakes – Critical Issues for APFM – others
10:30-11:00 (0:30 hr.)	Discussion of planned APFM activities for the year 2013/2014 <ul style="list-style-type: none"> – Tools and publications – Pilot Demonstration Projects – National and regional support
11:00-11:30	Tea/Coffee Break
11:30 – 12:30 (1:00 hr.)	Discussion of planned..... (Continued) <ul style="list-style-type: none"> – Capacity building – Dissemination of information and Outreach activities – Wrap up of Advisory Committee meeting – Concluding remarks from Chair – Vote of Thanks from TSU⁴
12:30-13:30	Lunch Break

Management Committee Meeting

Time	Activities
13:30 - 15:30 (2:00 hr.)	<ul style="list-style-type: none"> – Financial performance of the year 2012/2013 – Approval of action plan for the year 2013/2014 as recommended by the AC-meeting – Budget and action plan for the year 2013/2014
15:30-16:00	Tea/Coffee Break
16:00-17:30 (1:30 hr.)	<ul style="list-style-type: none"> – Medium and longer-term funding situation – Staffing situation including secondments and liaison with IDMP – Any other item of interest – Conclusion of meeting and Closing remarks from Chair

¹ GFCS = Global Framework for Climate Services, ² CHy= Commission for Hydrology, ³ IDMP= Integrated Drought Management Programme, ⁴ TSU= Technical Support Unit

