

Terms of Reference for the Project Technical Advisory Committee and proposed meeting and reporting mechanism

Background

The World Meteorological Organization WMO (a specialized agency of the United Nations), VBA (Volta Basin Authority) and GWP (Global Water Partnership) West Africa are implementing the Volta Flood and Drought Management (VFDM) project entitled 'Integrating Flood and Drought Management and Early Warning for Climate Change Adaptation in the Volta Basin' project. Project activities started in June 2019 and will last until mid-2023. This project is funded by the Adaptation Fund. The project foresees to set up a technical advisory committee with experts and representatives of the National agencies and regional organizations in the Volta basin for reviewing implementation of the project activities, and sharing experiences and methodologies for developing synergies and complementarities with other initiatives.

Task, responsibilities and duties of the PTAC

The main task of the Project Technical Advisory Committee (PTAC) is to provide strategic guidance and support to the project coordinator and project team to ensure that the activities and results meet the project's objectives. The responsibilities and duties of the PTAC members shall be the following:

- Review the project outcomes and identify the strong/weak points with respect to the objectives of the projects and the applications of the results (open-source, sustainable and tailored products and services with institutional strengthening)
- Comment on the teams' skills and the relevance of their proposals and actions;
- Link the project stakeholders' efforts to other initiatives to build synergies, optimize resources and assure coherence;
- Promote the exposure of VFDM Project activities.

Mode of meeting:

- Face-to-Face meeting (once in a year)
- Virtual meeting through Skype or other appropriate platforms (every 6 months if required)

Expected Output:

- To provide support in the drafting of the important discussion points of the annual meeting based on the yearly implementation report (the results achieved in the previous year), the activity work plans for the next 12-months) and other issues where feedback is needed;
- Ad-hoc feedback (individually) when requested by the project coordinator and management team

PTAC Members

- 15 Members in total
- Individuals from the National Agencies/Services (NMHSs, Water resources) and from the International or regional organization
- Have experience related to the project activities
- Part of or have worked in the Volta Basin region or in West Africa
- Be an expert in Disaster Risk Reduction, Floods and Drought Early Warning System, Ecosystem, Agriculture, urban development, etc.

PAC Members	Area of Expertise	Name and contact details	Members' number
National Meteorological Services	Operational Meteorology and Hydrology		06 (one from each country)
National focal points/representatives of VBA	Water Resource Management		06 (one from each country)
National Civil protection agencies/disaster management	EWS, Emergency management		06 (one from each country)
WASCAL	Water Resource Management, Flood and Drought management Ecosystem		01
ECOWAS	Water Resource Management, Ecosystem, Flood and Drought Management		01
CILSS	Drought Management		01