

**Minutes of meeting between Slovak expert team and Kenya expert team within the Slovak-Kenya project:**

“CAPACITY BUILDING SUPPORT FOR THE ACTIVITIES IN CLIMATE CHANGE AND ADAPTATION” NO: SAMRS/2010/15/01

**Date:**

**15-19 August 2011**

**Venue:**

Slovenský hydrometeorologický ústav (SHMÚ), Jeséniova 17 833 15 Bratislava 17

**Chairs:**

Pavel Stastny, project coordinator (SHMU)

Peter Ambenje, leader of Kenya project team (KMD)

**Participants of the Slovak team:**

Pavel Stastny, Janka Szemesova, Pavol Nejedlik, Helena Princova, Bernard Siska, Andrej Kovarik, Eva Kusendova and Lea Mrafkova

**Participants of the Kenya team:**

Peter Ambenje, Samwel Marigi, James Kinyanjui and Louis Gachimbi

**Agenda of meeting**

1. Welcome by the host country and approval of the meeting agenda (see Annex I).
2. SHMU and main activities introduction, focused on project topics.
3. Presentations and discussion focused on the actual status of the project and planned activities for the second half of the project (see Annex II)
4. Preparation of the Technical Report of the SAMRS/2010/15/01 Project (see Annex III)
5. Workshop part of the meeting
6. Excursion part of the meeting
7. Other related matters
  - a. Project publicity (Press Conference, ECAM 2011 Conference, Web page)
  - b. Economical/personal affairs
8. Closure of the meeting
9. Annexes

**Ad 1:**

The Acting Director General of the SHMÚ Mr. Pavol Nejedlik welcomed the Kenya experts in the Slovak Hydrometeorological Institute, implementing agency of the Project. Mr. Pavel Šťastný welcomed the Kenya team to Slovakia in general and presented the meeting agenda, actual status of the project and planned activities for the second half of the project:

- Kenya and Slovak teams approved the meeting agenda, work plan and timeline of the second phase of the Project.
- Both sides agreed on the date of the Slovak team's second visit to Kenya in the beginning of November 2011 (five experts, one week stay). The date and draft agenda of the visit will be clarified by **10 September** (responsible: Pavel Stastny/Peter Ambenje). During the visit, one and half days workshop with stakeholders participation is planned.

**Ad 2:**

Mr. Pavol Nejedlík introduced the Slovak profile regarding the topics of the project and activities of the SHMU in monitoring systems of atmosphere and water and in Climate Change impacts/vulnerability/mitigation and adaptation activities and related projects.

- Kenya expert team had an opportunity to tour Slovak Hydrometeorological Institute.
- A number of presentations were made to bring information on monitoring systems of air quality, water quantity and quality, forecasting and warning systems for weather and floods and project, expertise and cooperation activities.

**Ad 3:**

A number of presentations related to the actual status of the project and planned activities for the second phase of the project were made by the Kenya and Slovak teams (see Annex IV). Useful and open discussions were made after each presentation.

- Participants were informed on activities and related matters focused on climate change that were taken after the first visit of the Slovak team to Kenya.
- Participants agreed on the fact that relatively small delay of the Working phase of the project would not affect main project goals and deliverables.
- Visit of the Kenya expert team has accelerated the Working phase of the project. One of the outcomes of the visit was the preparation of the draft outline of the technical report.

**Ad 4:**

Slovak side introduced the topic, content and timeline of the Technical Report (TR) „*Proposal of the Capacity Building System for Climate Change Mitigation and Adaptation in Kenya*” which will be main outcome of the project (see Annex III). Following discussion was focused mainly on timeline and content TR:

- Both sides agreed of the timeline of the TR preparation.
- Kenya team will add their comments, notes and proposals regarding the content of the draft outline of the TR by **31 August** (responsible: Peter Ambenje).

**Ad 5:**

The presentations made in the workshop part of the meeting covered monitoring, modelling and economical assessment of the impacts as well as vulnerability and adaptation on climate change (Annex IV).

**Ad 6:**

The excursion part of the meeting was focused on familiarising of the participants with the typical conditions of agriculture, forestry and hydrology in southern and central part of Slovakia. The monitoring, assessing and research activities linked to the SAMRS/2010/15/01 Project were discussed with the colleagues from agriculture, forestry and water resources research institutes.

**Ad 7:**

Other related matters:

- a. Project publicity
  - A Press Conference was held on 18 August to create awareness to the Slovak general public on scope, goals and expectations of the Project and also to bring attention on climate change issues. The media took up this information and informed the public in several TVs and Radios.
  - Two experts from the Project team (James Kinyanjui and Pavel Stastny) will take part in the ECAM 2011 Conference in Berlin scheduled for **11 to 15 September** with a poster presentation. The content and form of the poster will be finalised before the **7 September**. The final version of the poster will be produced by Pavel Št'astný.
  - The web page of this Project will be enriched by ECAM poster and the documents of this August meeting.
- b. Economical/personal affairs
  - Ms. Anne Nyatichi Omambia was replaced by Mr. Louis Nderitu Gachimbi in the Kenyan team. The SAMRS agency was informed on this change.
  - The both sides took cognizance for the signing of the Agreement of Payment between SHMU and KMD (No: 75-200-2011). Kenya team obtained one copy of the signed Agreement.
  - Kenyan team provided the SHMU with relevant documents for the payment of the expert costs for the periods of January-March and April-July 2011.
  - Kenyan team was provided with 4 laptops from the SHMI. The team was also given a copy of the Completion and Acceptance Certificate with identification numbers of the computers.
  - The visit of Kenyan team to Slovakia was covered by the SHMU in the framework of the SAMRS Project rules. All daily allowances, travel expenses and personal payment (visa and insurance) were covered.

**Ad 8:**

The meeting was officially closed on Friday, **19 August** by Mr. Pavol Nejedlík.