

Combined annual reporting and forward planning format

Annual Report for Year 2012 and Plan for Year 2013 (4 pages maximum)

1. Title of your Regional Initiative: The Mediterranean Wetlands (MedWet) Initiative

2. Work and activities undertaken during 2012

Provide a simple summary on your work undertaken by listing your activities, the results achieved and your indicators of success according to the format below:

objectives	activities	results/outputs	indicators
1. To improve the knowledge on Mediterranean wetland functions, services and values, as well as on their status and trends			
1.1	International Symposium on Water and Wetlands in the Mediterranean “From Grado to Agadir: the next twenty years”	3-day Symposium divided into plenary sessions and thematic workshops that addressed key aspects, threats of Mediterranean water-related ecosystems, challenges and perspectives of cooperation in various fields. Organisation, Analysis of Thematic sessions: 1. Ecosystem based approach to water resource management 2. Adaptation to Climate Change 3. Human Pressures and Wetland Services 4. Values of wetland cultural services 5. Sustainable use of Wetland Resources 6. Wetland ecosystems biodiversity and its values	Symposium held in Agadir, Morocco on 6-8 February 2012: -273 participants (150 International, 123 Moroccans) - Agadir Guidelines which provide the conclusions of the thematic sessions. - 36 poster contributions and the Agadir Commitments - a set of cutting edge Mediterranean projects
1.2	“The Agadir Commitments” website with updated projects list	Creation of new sub-website to best communicate the projects listed under the “Agadir Commitments” roster and their progress Production of Video on Agadir Symposium	New website with updated list of projects http://medwet.org/agadir-commitments/
1.3	Mediterranean Wetlands Observatory (MWO)	The MWO is a major MedWet tool assessing the conservation status and the trends of Mediterranean wetlands. It also assists in creating and developing awareness amongst decision makers on the value of wetlands protection	- 1 st MWO report “Mediterranean Wetlands Outlook 2012” launched during Agadir Symposium - Bimonthly MedWet/MWO e-newsletter
1.4	MedWet Inventory System	- Creation of new sub-site that gathers in one location and presents in a straightforward way the MedWet Inventory methodology and tools, to promote and disseminate them and to be used freely by the largest Mediterranean audience. - Italy, with the assistance of ARPAT and ISPRA, has stored 1.266 wetland sites in the batch input WIS files covering 13 regions of Italy, using the MedWet/WIS	- New website to promote it http://www.medwet.org/medwet-inventory/ - Inventorying of 1.266 Italian wetlands
1.5	The “MedWet Wetland School” website and 1 related videos	Creation of new sub-website containing all the games, material and activities MedWet has developed for young students; a website dedicated to teachers, educators, students, wetland	New website http://medwet.org/wetland-school/ Creation of 1 video:

		managers and any person working on or interested in environmental education, specifically related to wetlands. At the moment, any user can download the <i>Role Playing Game</i> and <i>Activity on small, coastal wetlands</i> in English and French and can order it in Greek, as well as watch the related videos <i>Rencontre de deux îles</i>	- « Rencontre de deux îles »
objectives	activities	results/outputs	indicators
2. To promote, develop and implement national wetland policies and inter-sectoral action plans			
2.1.	Cooperation with national sectoral policies	Project proposal “Enhancing the management strategy of a Greek Ramsar Site” to be submitted to the Greek Ministry of Environment	File complete, ready to be submitted as soon as the call for 2013 opens
2.2	MedWet Networking activities	Cooperation with: - the Union for the Mediterranean - the Institut Méditerranéen de l’Eau (IME) - the Global Water Partnership (GWP) - UNEP-MAP	Involvement, attendance of meetings, participation in workshops
2.3	Cooperation with Algeria and Morocco: Wetlands National Strategies	Morocco: the project aims at finalising a national Wetlands Strategy and at preparing an action plan to implement the strategy. MedWet, although not directly involved, follows with interest the process which was presented in the Agadir Symposium.	Involvement, attendance of meeting
objectives	activities	results/outputs	indicators
3. To ensure the sustainable integrated management of wetlands			
3.1	Development of innovative approaches and tools for integrated participative wetland management	- Culture in Mediterranean wetlands - MAVA3 project - MW Culture Network - GlobWetlandII Project - Support to the “HIMA approach”	Implementation of projects, participation in meetings
3.2	Promotion of the participation of all relevant stakeholders in wetland management	- NEREUS project - PEGASO project	Implementation of projects
3.3	Application of innovative management methods in selected pilot sites in geographically balanced areas	- Involvement in the Prespa Transboundary Park: status of permanent observer in the Management Board of the Prespa Park trilateral agreement - Sustainable Integrated Water Management-Support Mechanism (SWIM-SM Project): member of the Steering Committee	Involvement, attendance of meetings
3.4	Building capacity in the field of integrated participative wetland management	- Cooperation with the BlackSeaWet Initiative - Cooperation with the Carpathian Wetlands Initiative - WI-TdV/CIDA project Civil Society Capacity Building	Involvement, attendance of meetings

3. Financial report for Year 2012

Provide a summary of income and expenditures. If you use another currency than Swiss Franc (CHF), please provide an average exchange rate to allow conversion into CHF:

activities	planned expenditures (in €)	real expenditures (in €)
Budgetary line	Approved 2012 Budget	Actual Expenditure
1. Staff		
1.1 Coordinator	81,000	81,000
1.3 Programme Development Officer	0	3,711
1.4 Executive Assistant	33,600	34,873
1.5 Communication Officer	28,700	26,914
S-Total Staff	143,300	146,498
2. Consultancy		
2.1. Accountant	10,000	10,000
2.2. Legal Advisor	3,000	2,318
2.3 Policy and Networking Consultant (Jr)	4,000	-1,043
2.4 Programme Development Consultant (Jr)	4,000	0
2.4 Programme Implementation Consultant	0	0
2.5 Translation Services	2,000	1,371
S-Total Consultancy	23,000	12,646
3. Travel		
3.1 Travel of the Secretariat staff	6,000	6,701
3.2 Steering Group Meetings	6,000	12,620
3.3 MW members exceptional travels	2,000	218
3.4 Consultants technical support	2,000	0
3.5 Coordinator recruitment	5,000	0
S-Total Travel	21,000	19,539
4. Networking and Outreach		
4.1 Website management	4,000	1,754
4.2 Outreach activities	2,000	2,068
S-Total Networking and Outreach	6,000	3,822
5. Equipment Purchase		
5.1 Office Equipment	1,500	0
S-Total Equipment Purchase	1,500	
6. Operational costs		
6.1 Office supplies	700	389
6.2 Postage expenses	700	387
6.3 Miscellaneous	3,000	1,876
6.4 Bank fees	800	591
S-Total Operational costs	5,200	3,243
7. Creation of reserve fund	80,000	0
TOTAL	280,000	185,748

sources of income (donors)	income received (in €)
MedWet Countries contribution	120,682
Greece (Host Country) contribution	0
Bank interest	412
TOTAL	121,094

Financial balance at 31 December 2012: total unspent and uncommitted balance left to be carried over to 2013, or deficit: (Will be communicated end February after **checked financial report**)

4. Work and activities planned for Year 2013

Provide a simple summary of your planned work, by listing your activities, their anticipated results and your indicators of success according to the format below:

objectives	activities	expected results/outputs	indicators
1. To improve the knowledge on Mediterranean wetland functions, services and values, as well as on their status and trends			
1.1	Formulation of the MAVA bridge funding project	Carry out Needs Assessment in the MedWet countries in cooperation with the MWO.	Project approval
1.2	Assistance to the operation of the Mediterranean Wetlands Observatory	Established collaborative monitoring of the status and trends of Mediterranean wetlands. NGOs and local Observatories trained and operational. OMW indicators refined and further developed	Participation in meetings and reporting of OMW
1.3	Support to GlobeWetlandII project	Extension of the project to new Mediterranean countries. Wetland managers and scientists involved in monitoring and assessment programmes	No. of staff trained, and no. of new countries / organisations they belong to
1.4	Support to the civil society network	Launching the civil society Network able to influence the conservation and sustainable management of freshwater ecosystem at local or regional level	No. of NGOs in the network, No. of NGOs' staff trained
1.5	Targeting MedWet countries: Raise their visibility in the MW website, establish a rotating focus on a specific country profile.	Better knowledge of MW countries and partners activities.	Number of posts and number of visitors to the website.
1.6	Agadir International Symposium on Water & Wetlands in the Mediterranean	Publication online and hard copy of the key findings of the symposium disseminated to all MW members and partners	Proceedings of the symposium, Final declaration
1.7	Involvement of young Mediterranean students in wetlands conservation and development	Role Playing Game and video disseminated	Number of visitors to the website Number of schools/wetland centres that receive the RPG

objectives	activities	expected results/outputs	indicators
2. To promote, develop and implement national wetland policies and inter-sectoral action plans			
2.1	Involve MedWet institutionally in the Steering Boards and Advisory Committees of the projects included in the Agadir Commitments (AC)	Projects and programs efficiently assisted	Number of meetings attended MedWet input in the meetings
2.2	Evaluate the AC projects and programs progress.	Setting the efficient evaluation mechanism Model Analysis of 2 AC projects	Updates on the website Communication with project officers
2.3	Mobilise the MedWet Scientific and Technical Network to provide technical support.	Responsibilities shared among the MWST-Net	Internal comm and input from the partners to the AC projects
2.4	Liaising with regional / international organisations responsible for sectoral policies affecting wetlands	Wetland functions and services are taken into account	Minutes of the meetings; formal agreements
2.5	Communication on the wetlands services and goods and on the need for harmonised intersectoral policies	Information is generated and disseminated to policy-makers and key stakeholders (agriculture, land use planning)	The documents produced; their dissemination
2.6	Mobilise the AC dedicated website in order to ensure a strong flow of information.	Analysis and test of 3 selected projects as operational tool of implementation.	Operational parts of the website. Number of visitors to the website
2.7	Give visibility of projects in all MedWet communication material.	Define the communication strategy Consultation among MWST-Net and other partners	Material produced and/or disseminated

3. To ensure the sustainable integrated management of wetlands.			
3.1	Development of innovative approaches and tools for integrated participative wetland management	In cooperation with SPNL and KISR Formalised HIMA approaches and tools, building on the best practices in the Mediterranean and beyond	The tools and methodological documents
3.2	Incorporation cultural values in wetland management	Workshop on the Delos Initiative Opportunity to revive and strengthen the MedWet Culture Network.	Nb participants Docs and material produced
3.3	Development of innovative approaches and tools for integrated participative wetland management	In cooperation with SPNL and KISR Formalised HIMA approaches and tools, building on the best practices in the Mediterranean and beyond	The tools and methodological documents

Questionnaire for Regional Initiatives which apply for endorsement by Standing Committee to be recognized as “operating in the framework of the Ramsar Convention 2013-2015”

Please send the completely filled questionnaire back to the Ramsar Secretariat - together with your progress report for 2012 and work and financial plan for 2013 (in the format above), the latest by **31 January 2013**. The Secretariat needs your information in order to prepare the document in time for the 46th meeting of Standing Committee.

This questionnaire responds to Res.XI.5 paragraph 11 that...

“INSTRUCTS the Standing Committee to revise the guidelines on Regional Initiatives in such a manner that a precise evaluation of their activities and their administrative and financial management and long-term sustainability is possible and to use these new guidelines to determine the level of support (financial or otherwise) in the coming triennium;” .

The Questionnaire also follows up on COP11 DOC.13 on “Progress and issues concerning Regional Initiatives operating within the framework of the Convention”, using the structure of the existing Operational Guidelines for Regional Initiatives, as in this document.

Please do answer the 20 questions below by providing factual details in the form of **key words** or **short bullet point texts** referring to **facts** and **figures**.

It should not take you more than 15 to 20 minutes to fill in these few, but crucial questions. Many thanks for your cooperation and dedication.

QUESTIONNAIRE

The aim of your Regional Initiative (current points 1-4 of the Operational Guidelines)

1. Did your initiative receive written support from all of the Contracting Parties concerned by the regional scope of your initiative?

___XX Yes ___ No

The frequency of the consultations with the contracting parties of the Initiative (meetings of MedWet/ Com, meetings of the Steering Group, several circular letters) is a continuous renewal of the initial written support that the members have approved in the different key meetings of the Mediterranean Wetland's Committee.

2. Please list all countries (Contracting Parties and Non-CPs) to be covered by the geographical scope of your initiative, and specify those countries who have not yet provided written support:

	Country	Written support:
1	Albania	X
2	Algeria	X
3	Bosnia & Herzegovina	X
4	Bulgaria	X
5	Croatia	X
6	Cyprus	X
7	Egypt	X
8	France	X

9	Greece	X
10	Israel	X
11	Italy	X
12	Jordan	X
13	Lebanon	X
14	Libya	X
15	Malta	X
16	Morocco	X
17	Monaco	X
18	Montenegro	X
19	Portugal	X
20	Serbia	X
21	Slovenia	X
22	Spain	X
23	Syria	X
24	The F.Y.R. of Macedonia	X
25	Tunisia	X
26	Turkey	X
27	Palestinian Authority	X

Please specify those countries who have not provided written support yet, but are nevertheless participating in the activities of your initiative:

A part Syria which is in a critical situation, contacts are maintained with all the countries Focal Points and other non-country members of the MedWet/Com.

3. Has your initiative made optimal use of the Ramsar tools (e.g. Handbooks and Technical Reports, please list the tools used:

Maybe not optimal use. We will try to make better use of the Technical Reports when relevant to Mediterranean issues.

4. Are the strategic and operational targets of your initiatives fully aligned with the Convention's Strategic Plan, please explain how this is done:

Our mission, strategic vision and activities are trying to be aligned with the Convention's strategy while bringing a new approach of working together at the Mediterranean level.

Coordination between Regional Initiatives and the Secretariat (current points 5-10 of the Op. Guid.)

5. Do you consider the frequency and nature of your contacts with the Convention Secretariat to be optimal? If not, please indicate if Secretariat assistance should be increased (in which way) or decreased (by lowering which support?):

Yes. Mainly through the membership of the Ramsar Secretariat in our Steering Group

Governance of the initiatives (current points 11-13 of the OG)

6. Does your initiative have a written set of operational procedures established in an equitable and transparent way (terms of reference, rules of procedure, etc.), please list them:

- *Terms of Reference of the MedWet Initiative*
 - *Bylaws of the MedWet Association*
-

7. Has a governance body been established, when, and how often has it met, please mention its name, membership and meeting dates:

- *MedWet Steering Group*
 - *Members for 2012: France, Morocco, Jordan, Greece, Tour du Valat, IUCN, Ramsar Secretariat, Honorary MW/Com member Thymio Papayannis, MW Secretariat Coordinator (ex officio non-voting).*
 - *Meeting dates: 29-30 March 2012, Paris, France / 17-18 December 2012, Gland, Switzerland*
-

8. Are minutes of each meeting recorded, how are they available (publicly, restricted), please provide details:

Minutes are recorded; access is restricted to MedWet/Com members

Substantive elements of the initiatives (current points 14-20 of the Operational Guidelines)

9. Does the work of your initiative raise the visibility of the Ramsar Convention and the general awareness of Ramsar objectives in your region, please provide further information:

Totally. We understand our action as the closest way to implement the Ramsar strategy in our region. Our logo, mission and messages are all scaled along the proximity with Ramsar.

10. Has your initiative established its own independence and identity? How are you describing your initiative as an operational means to support the implementation of the Ramsar Convention in your region? How do you avoid confusion between the roles of your initiative and the roles of the national Ramsar authorities and the Ramsar Secretariat at international level? Please provide details:

Our role is very clear and as the oldest Ramsar Regional Initiative, we are working to a more efficient and realistic implementation of the Convention's resolutions and guidance. In general our focal points are the same for the Convention and for MedWet. Our general rule is to organise a meeting of our Initiative in parallel of each Ramsar COP.

11. What did you undertake to prevent that your initiative is perceived as a regional office for the Convention:

While benefitting from the flexibility offered by our close cooperation with Ramsar, we tried to promote the Mediterranean specificities and the coherence of our membership as our main assets.

12. Does your initiative have its own logo, do you use it together with the Ramsar Convention logo, thanks for attaching your logo, if you have one:



13. Does your initiative have a specific website, please give its URL:
www.medwet.org

Financial and other support, reporting and evaluation (current points 21-29 of the Op. Guidel.)

14. Does your initiative have a host country that provides in-kind and/or financial support to a coordinating unit, secretariat, training centre, etc.? What is the host country amount of financial annual support, and the percentage of this of the overall budget:

The MedWet Secretariat is hosted by Greece, that until 2010 used to provide financial and in-kind support and continues to provide the hosting in kind.

15. What is the in-kind and financial support provided by the other countries concerned, please list countries and amounts of annual support:

	Country	Yearly contribution (in CHF)
1	Albania	550
2	Algeria	745
3	Bosnia & Herzegovina	550
4	Bulgaria	550
5	Croatia	550
6	Cyprus	550
7	Egypt	771
8	France	55.207
9	Greece	5.222
10	Israel	3.671
11	Italy	44.500
12	Jordan	550
13	Lebanon	550
14	Libya	550
15	Malta	550
16	Morocco	550
17	Monaco	550
18	Montenegro	550
19	Portugal	4.617
20	Serbia	550
21	Slovenia	841
22	Spain	26.004
23	Syria	550
24	The F.Y.R. of Macedonia	550
25	Tunisia	550
26	Turkey	3.338

16. Does your initiative have its own bank account and separate accounting procedures, please provide details:

The MedWet Secretariat has its own bank account and the accounting books are kept by a professional accountant, who provides monthly and annual analyses of income/ expenditure.

17. Are you conducting your own fundraising efforts, please list your activities:

Since the establishment of the MedWet/ Com in 1998, the Initiative is financed by the direct contributions of the MedWet countries. Our Secretariat maintain an updated file of the contributions and follow up the delivery through reminders and other direct contacts.

18. What attempts have you made to generate your own income, with what result? Are you financially self-sufficient, or by when are you planning to be so, please provide keywords and dates:

From 2002-2010, Greece as the host country, has provided an extraordinary contribution of 60% of the overall budget. We have also benefited in the early years of operation from substantial contributions from the Ramsar Convention. We also to mention that from 1996 until 2009, several external projects (EU, GEF, GIZ etc) contributed to bring some additional income to the Initiative. Due to the difficult economic and social situation of the actual host country and the impossibility to continue providing its major contribution, we are submitting to a private Mediterranean donor a request for a bridge funding to initiate a regional project.

Administrative matters

19. Who is the coordinator/coordinating body (unit, secretariat) that operates on a daily level to coordinate and lead the activities of the initiative, name and address:

*Nejib Benessaïab, MedWet Coordinator
The MedWet Secretariat, Villa Cazouli 241 Kifissias Ave., 14561 Kifissia, Greece*

20. Do you have a hosting agreement with a private/public institution, with a governmental agency or Ministry, please provide name and address and a copy of any written agreement:

The MedWet Secretariat premises are provided, free-of-charge, by the Greek Ministry for the Environment, Energy and Climate Change, 17 Amaliados str., 11523 Athens, Greece. This is the tacit continuation of the previous Memorandum of Understanding signed in 2010 by the Ministry of Environment of Greece and the Ramsar Secretariat.
