



Report of the third ordinary meeting of the Lake Tanganyika Authority Management Committee



*Uvira, Democratic Republic of Congo,
August 19-20, 2009*



**Third ordinary meeting of the Lake Tanganyika Authority Management Committee,
Shekinah House, Uvira, Democratic Republic of Congo**

Agenda Item 1: Meeting Opening

1. The third meeting of the Lake Tanganyika Authority (LTA) Management Committee took place at Shekinah House in Uvira, Democratic Republic of Congo, from 19th to 20th August, 2009. The meeting was preceded by an inception workshop for the United Nations Development Programme – Global Environment Facility (UNDP/GEF) funded Partnership Interventions for the implementation of the Strategic Action Programme for Lake Tanganyika Regional Project that took place on 18th August 2009.
2. The meeting was attended by Management Committee members from the four Lake Tanganyika riparian countries. Invited observers included representatives from the following organizations: African Development Bank (ADB), UNDP/GEF, Food and Agriculture Organization of the United Nations (FAO), the World Conservation Union (IUCN), the World Agroforestry Centre (ICRAF), Belgian Technical Cooperation (BTC-CTB) and the Centre of Research and Hydrobiology (CRH-Uvira). The agenda of the Management Committee meeting and the list of participants are shown in Annexes 1 and 2 respectively.
3. The head of delegation for the host country, Democratic Republic of Congo, Mr. Gayo LEMBA, Director of Fisheries, welcomed all participants. He invited the participants to attend prayers after the meeting so that they could join the Congolese government authorities and the residents of Uvira in thanking the Almighty God for having restored peace in Uvira town.
4. The Management Committee Chairman, Mr. Eric MUGURUSI officially opened the meeting and thanked the Democratic Republic of Congo government for the hospitality and for choosing the town of Uvira which is located on the shore of the Lake Tanganyika to host the third Management Committee meeting. He then invited all participants to introduce themselves.

Agenda Item 2: Agenda Adoption

5. The draft agenda was adopted, with minor amendments as follows:
 - a) Agenda item 3 was moved to become agenda item 2 and vice versa;
 - b) Agenda item 7.2 was revised to include approval of UNDP/GEF Project workplan and budget
 - c) Agenda item 7.4 on Agreement between LTA and FAO for provision of technical assistance by FAO was moved to second day of the meeting.
6. The Management Committee noted that development partner representatives and other invited guests were going to participate in the meeting as observers.

Agenda Item 3: Designation of Rapporteurs

7. Zambia was invited and accepted to serve as Anglo-phone Rapporteur. The Democratic Republic of Congo volunteered to serve as Franco-phone Rapporteur.

Agenda Item 4: Adoption of minutes of the Second Meeting of the Management Committee

8. The Management Committee approved the minutes of the second Management Committee meeting.

Remarks by Heads of Country Delegations

9. The Burundi delegation representative welcomed all the participants and thanked the Democratic Republic of Congo for having organised the Management Committee meeting in the town of Uvira. He said that he was convinced that the meeting would make a positive impact on the Congolese population in general and on the Uvira population in particular.
10. The Congolese delegation representative said that he was glad that the meeting was held in Uvira and welcomed the delegates to the Democratic Republic of Congo. He regretted the fact that there had been a strike by Kenya Airways, which had negatively affected the flight schedules of most participants including two members of the Congolese delegation. In addition, he emphasized the need for the LTA which was recently launched to be fully staffed. He advised delegates to ensure that concrete decisions are adopted with a view to benefit the Lake Tanganyika riparian population.
11. The Tanzania delegation representative appreciated the Democratic Republic of Congo's hospitality and appreciated the work done by the LTA Secretariat as well as the support from development partners in organising the meeting. He reminded the delegates that they were there to deliver sustainable management of the Lake Tanganyika for the four riparian countries and hoped that the benefits would trickle down to the general population.
12. The Zambia delegation representative expressed his gratitude for the Democratic Republic of Congo's hospitality and hoped that the meeting would have fruitful outcomes to provide guidance towards improved Lake Tanganyika management and various programme / project activities. He requested development partners to stay by the riparian countries' side so as to always provide support in order to ensure a necessary socio-economic development to the Lake Tanganyika riparian population.

Remarks by Representatives of Development Partners

13. Dr. Akiko YAMAMOTO, UNDP/GEF representative wished the Management Committee successful deliberations. She informed the meeting that UNDP/GEF was happy to be part

of the partners supporting the LTA and was hopeful that implementation of the Strategic Action Programme would intensify after the meeting. She further confirmed continued UNDP/GEF support to the LTA.

Agenda Item 5: Matters Arising from the Second Ordinary Meeting of the Management Committee.

Item 5.1: National Steering Committee established and Terms of Reference developed

14. Burundi had established the steering committee and developed the terms of reference. This was confirmed after consultations within the Burundian delegation.
15. Democratic Republic of Congo had established a multi-sectoral steering committee and developed the terms of reference but it had not yet met. However, steering committee would soon have their first meeting in Kalemie during the launch of the National Coordination Unit (NCU).
16. Tanzania had established a multi-sectoral steering committee under the Permanent Secretary in charge of environment in the Vice President's Office and the terms of reference had also been developed.
17. Zambia had established a multi-sectoral steering committee comprising of 15 members and its terms of reference had been developed as well. The steering committee held its first meeting in May 2009.

Item 5.2: Terms of Reference developed for the Regional Steering Committee

18. The Management Committee noted that the terms of reference for the Regional Steering Committee were yet to be developed. The LTA Secretariat was requested to take the lead and develop the terms of reference for approval at the next meeting.
19. Some members expressed concerns with regard to possible duplication of functions between the Management Committee and the Regional Steering Committee. However, the Chairman assured the meeting that there would be no duplication of functions because the Regional Steering Committee functions were actually going to be performed by the Management Committee. He further reminded the members that the second Conference of Ministers had mandated the Management Committee to perform functions of the Regional Steering Committee for both the UNDP/GEF and ADB supported projects and these functions were supposed to be guided by specific terms of reference.
20. The meeting agreed that the LTA Secretariat should develop and circulate the terms of reference by 19th October 2009.

Item 5.3: The fact-finding mission on problems related to the decrease of water level, deforestation and sedimentation.

21. The LTA Secretariat reported that none of the four riparian countries had been able to organise and undertake the fact finding missions. After discussion, the Management Committee requested the LTA Secretariat to prepare the terms of reference and ensure that fact finding missions are regionally harmonized and coordinated.
22. The ICRAF Representative informed the members that his organization had relevant expertise and could assist in undertaking the task if requested. The UNDP/GEF Project Coordinator called for more coordination with LTA since the UNDP/GEF project workplan had some activities on determination of water levels, deforestation and sedimentation. After further discussions, the Management Committee decided that this undertaking should be done as part of the activities included on the UNDP-GEF project workplan and advised LTA to ensure that a regional team of experts is constituted to undertake the task.
23. Furthermore, the LTA Secretariat was tasked to coordinate the assignment in consultation with ICRAF and other organizations with relevant expertise and ensure that the task is undertaken by the end of March 2010.

Agenda Item 6: The LTA Monitoring and Evaluation Director

24. The LTA Secretariat informed the Management Committee that the candidate who was initially selected for the position of Director of Monitoring and Evaluation had declined to take up the job offer and Zambia was mandated to carry out the recruitment process to fill the vacant position. Zambia was requested to give the progress made on the recruitment.
25. The Zambia delegation representative briefed the members that the recruitment process was conducted by the Zambian government and was facilitated by UNDP and FAO. He said that an interviewing panel comprising of members of the Management Committee and development partners was instituted and the shortlisted applicants were interviewed. The successful applicant Mr. Augustine MUTELEKESHA was presented and applauded by the members. The Chairman requested Zambia to submit the signed candidate selection report to the Management Committee before it could be tabled to the Conference of Ministers for endorsement.
26. On a related topic, the LTA Secretariat requested the Tanzanian delegation to present the progress to the Management Committee with regard to the recruitment of the LTA Director of Fisheries. The Tanzania delegation informed the meeting that the possible candidate would be selected by the end of September, 2009.

Agenda Item 7: LTA Programme, Project activities, Action plans and Budgets

Item 7.1: LTA Activity Report

27. The LTA Secretariat informed the Management Committee that it was unable to prepare a comprehensive annual workplan and budget in the absence of the Director of Fisheries and Director of Monitoring and Evaluation. Thereafter, the Secretariat presented the annual workplan and budget and the activity reports to the Management Committee with the following highlights as achievements:

- a) Contracts of three senior staff members signed and Job Descriptions prepared;
- b) Finalised the draft LTA Headquarters Agreement and initiated the negotiation with the host Government of Burundi and was hopeful that the Agreement would be signed sooner than later;
- c) Finalised the draft Staff Rules and Conditions of Service, draft Rules of Procedure and draft Financial Regulations;
- d) Invited the general public in the four Lake Tanganyika riparian countries to participate in the design of LTA logo;
- e) Attended and participated in regional and international workshops on relevant thematic topics;
- f) Facilitated the disbursement of funds to NCUs in Tanzania and Burundi;
- g) Development of Administrative and Financial Procedures Manual;
- h) Prepared bidding documents for vehicles, computers, office furniture and equipment and was in the process of obtaining 'no objections' from ADB;
- i) Purchased LTA office furniture and equipment;
- j) Held 1st press conference in Bujumbura to sensitise the general public on LTA existence and activities;
- k) Has started preparing for an international scientific workshop on Lake Tanganyika to be held next year in first quarter;
- l) Has started consultations with various partners with regard to revising the Strategic Action Programme;
- m) Working with partners such as Nanjing Institute of Geography and Limnology (NIGLAS) of China, IUCN and United Nations Environment Programme (UNEP) on the monitoring of water quality of Lake Tanganyika;
- n) Have commenced collection of relevant policy and legal instruments from the four riparian countries.

28. The LTA Secretariat reported that implementation of the workplan was a challenge because not all the four countries had remitted their full financial contributions.

29. After a long discussion, the Management Committee endorsed the LTA Secretariat report and workplan. However, the LTA Secretariat was advised that future reports must clearly state achievements made, challenges faced and anticipated, sources of funds and future

plans. It was further noted that the report should state clearly what was needed to be approved by the Management Committee.

30. Some members of the Management Committee wondered whether LTA support staff should only be nationals of any of the Lake Tanganyika riparian countries. After a lengthy discussion, the Management Committee agreed that there was no legal hindrance to recruiting support staff from other countries under local conditions.

Item 7.2: UNDP-GEF Project Activity Report

31. The UNDP/GEF Regional Project Coordinating Unit presented the progress report for the UNDP/GEF Regional Project and highlighted the following:
- a) Preparations for recruitment of an international organisation to implement the DRC component;
 - b) Liaising with UNEP Regional Office for Africa (ROA) and IUCN East and Southern Africa Regional Office (ESARO) for the establishment of regional integrated monitoring framework;
 - c) Liaising with IW-LEARN towards establishing the LTA website;
 - d) Revision of total and annual budgets;
 - e) Preparation of the inception workshop.
32. The Management Committee took note of the report and expressed appreciation for the work that had been accomplished. Furthermore, the Management Committee advised that LTA and UNDP/GEF Regional Project activities should be well coordinated and suggested that the UNDP/GEF Regional Project budgets and reports should in future be presented as part of the LTA Secretariat report.
33. The Management Committee reviewed and adopted the UNDP/GEF Regional Project workplan and budgets but suggested that the UNDP/GEF project budget in Tanzania on Kigoma waste water plant be revised to reflect activities related to plant design and awareness creation. Furthermore, the Management Committee requested ICRAF and UNDP/GEF to work together and determine the current level of ICRAF contribution to the budget.

Agenda Item 8: National Coordination Units and National UNDP/GEF Project Activities, Action Plans and Budgets

34. The LTA Secretariat informed the Management Committee that this agenda item was introduced in order to give an opportunity to members to assess and give advice on the programme and project activities at national levels.

Item 8.1: NCU Activity Reports

35. The National Coordinators from Burundi, Democratic Republic of Congo and Tanzania presented their reports to the Management Committee. The designate National Coordinator for Zambia was not present at the meeting.
36. The project in Burundi was successfully launched and initial disbursement of funds was received from the ADB. The office premises have been rehabilitated and staff members have been recruited although two experts resigned but will be replaced soon. It was reported that field visits on awareness creation had already been completed.
37. In Tanzania, initial disbursement of funds was received from ADB. Four NCU employees have been recruited in Kigoma and office equipment has been procured. So far 10 villages have been selected to undertake joint fishing management practices in Kigoma and Rukwa. Through consultation with local authorities, the list of infrastructure to be rehabilitated has been updated and the initial targets have increased but ADB 'no objection' was required before proceeding. Planned activities include a national inception workshop to be held before the end of 2009, construction of the NCU sub office at Kipili and Kigoma office.
38. In the Democratic Republic of Congo, all conditions precedence to initial disbursement of funds from ADB were met by December 2008 and funds have been received. The National Coordinator and a short term consultant in procurement have been recruited. All employees to be recruited and installed in Kalemie by September 2009.
39. The Management Committee noted that Tanzania had moved far ahead than the other countries in the establishment of fishing management practices and requested that the LTA Secretariat should be involved in coordinating the process for the benefit of other NCUs.

Item 8.2: The UNDP/GEF National Project Activity Reports

40. The Zambian Project Manager informed the Management Committee that the project staff members have been recruited and the project was officially launched in April 2009. With stakeholder consultations, 11 conservation sites have been identified and Village Conservation Development Committees have been formed in each site. The National Project Steering Committee held its first meeting in May 2009. Planned activities included completing baseline studies, establishing a community revolving fund to support alternative income generating activities and establishing commercial community woodlots. The Project was also planning to buy a vehicle and a boat as well as installing internet connectivity to reduce challenges of transport and communication.
41. The Tanzanian Project Manager informed the Management Committee that the inception workshop was held in January 2009 and office premises were rehabilitated. Three staff members have been recruited. After consultations, six heavily degraded villages (3 in Kigoma and 3 in Rukwa) have been identified for rehabilitation. Assessment on the problems of solid waste management has been undertaken with the Kigoma/Ujiji

municipal council. Process to procure the required equipment has been initiated. However, there was need to recruit an engineer to look at solid waste management.

42. The Management Committee noted the contents of the activity reports and expressed appreciation for the work that had been accomplished.

Agenda Item 9: The Lake Tanganyika Authority Logo / Emblem

43. The LTA Secretariat introduced the Lake Tanganyika Authority Logo / Emblem Report and reported that twenty-nine logo designs had been received from individuals who responded to the advertisements that were placed in newspapers in the four Lake Tanganyika riparian countries. All the logo designs were presented to the Management Committee members and observers. After discussions, the Management Committee Chairman invited observers to participate in the selection of the best logo designs. The selected three logo designs in the order of preference were those submitted by Bennett, Théosdedit and Edwin. The three logo designs were submitted to the Ministers for selection of the best design during the third Conference of Ministers meeting.

Agenda 10: LTA and National Coordination Units Programmes

Item 10.1: Draft LTA Headquarters Agreement

44. The LTA Secretariat introduced the draft LTA Headquarters Agreement to be signed with host Government of Burundi.
45. The Management Committee reviewed the draft document on a page by page basis, which resulted in a few modifications that were incorporated into the revised draft.
46. The LTA Secretariat informed the Management Committee that the Government of Burundi was revising the draft Agreement and it was likely to be signed soon after the Conference of Ministers.

Item 10.2: Resource Mobilisation

47. The Management Committee tasked the LTA Secretariat to provide guidance and develop a proposal for resource mobilisation and negotiation with different stakeholders. Furthermore, LTA Secretariat was requested to liaise with Management Committee members before finalising the proposal and presenting it at the next meeting.

Item 10.3: Draft Rules of Procedures

48. The LTA Secretariat introduced the draft Rules of Procedures in accordance with the instruction of the second Conference of Ministers and resolution number 7. The Management Committee reviewed the draft document on a page by page basis, which resulted in a few modifications that were incorporated into the revised draft.
49. After discussing the proposal to scale down the period of Management Committee chairmanship from 3 years to 1 year, the members agreed to maintain the duration of 3

years as stated in the Convention. The members further supported and adopted Tanzania proposal for suspension of a member country in decision making if financial obligations are not paid by end of second quarter. The proposal by Tanzania to introduce and make Swahili be one of the official working languages of LTA was rejected.

Item 10.4: Draft Financial Regulations

50. The LTA Secretariat introduced the draft Financial Regulations for LTA. The Management Committee reviewed the draft document on a page by page basis, which resulted in a few modifications that were incorporated into the revised draft.
51. The Management Committee recommended that the LTA annual financial statement and audited financial reports should be submitted to the Management Committee.

Item 10.5: Draft Staff Rules and Conditions of Service

52. The LTA Secretariat presented the draft Rules and Conditions of Service and thereafter requested Mr. Martin Van der Knaap to give some background information on the document since he had been involved in preliminary work. Martin mentioned that the draft document was prepared based on references from similar institutions such as the Lake Victoria Basin Commission.
53. The Management Committee reviewed the draft document on a page by page basis, which resulted in a number of modifications that were incorporated into the revised draft. Some amendments included the following:
 - a) Keep the original statement for payment of 10% daily transport allowances for qualifying members of staff;
 - b) Make provisions for granting special salary advances;
 - c) Each country to comply with provision of diplomatic facilities to LTA staff;
 - d) Executive Director and the Deputy Executive Director to travel in business class;
 - e) Gratuity to be 12.5% of gross earnings of pensionable emoluments for the period of the contract;
 - f) Revisit the luggage insurance proposal.

Item 10.6: LTA Staff Travel Policy

55. The LTA Secretariat introduced the draft Staff Travel Policy for LTA. The Management Committee reviewed the draft document on a page by page basis and made a few modifications that were incorporated into the revised draft. However, the members requested the LTA Secretariat to incorporate the Staff Travel Policy into the Staff Rules and Conditions of Service document.

Agenda Item 11: Amendments to the Convention

56. The LTA Secretariat suggested that Article 25 of the present Convention be amended to accommodate the decision of the second Conference of Ministers to have 4 instead of 3

members from each country for the Management Committee. The LTA Secretariat also suggested that Article 26 of the present Convention in the English version be amended to correct the last bullet numbering from '1' to '6'. The LTA Secretariat further proposed that amendments be done in accordance with Article 36 of the Convention. The Management Committee noted and endorsed the proposals.

Agenda 12: The Draft Agenda of the Third Conference of Ministers

57. The Management Committee reviewed the provisional agenda and programme for the third Conference of Ministers meeting submitted by the LTA Secretariat and suggested various revisions which were incorporated in the revised draft agenda and programme as indicated in Annex 3.

Agenda 13: Date and Venue of the fourth Management Committee meeting

58. Zambia proposed to host the fourth Management Committee meeting. The date and venue would be announced in the near future.

Agenda 14: ADB loan disbursement for Lake Tanganyika riparian countries

59. The ADB representative informed the members that the loan prerequisite conditions had been fulfilled and funds disbursed to all countries except Zambia who need to submit the document on sustainable debt management. He urged the NCUs to work hard and accelerate the implementation of activities despite the delays in commencement of the Project to Support the Lake Tanganyika Integrated Regional Development Programme (PRODAP) activities. The ADB representative called upon LTA to finalize the Agreement for FAO's provision of technical assistance in the implementation of PRODAP at both the regional and national levels.

Agenda 15: The Agreement between FAO and LTA

60. The FAO representative said that the Agreement in French version had been cleared by the Legal Department and FAO was now working on the English version in order to also have it cleared by the Legal Department. The Agreements will therefore be ready for discussion with LTA within weeks after the third Conference of Ministers meeting. Furthermore, the FAO representative informed the Management Committee that the FAO regional project for fisheries integrated management would soon be funded and that FAO will work and coordinate with the LTA Secretariat.

Any Other Business

61. There being no any other issue raised, the Chairman thanked the government and people of the Democratic Republic of Congo for their kind hospitality in hosting the

meeting, which he deemed very useful and fruitful. He expressed his gratitude to the delegates, the LTA Secretariat and the development partners for the help, good guidance and support they provided during the meeting.

62. The meeting was closed at 17:45 hours on 20th August 2009 and participants were invited to a cocktail at 18:30 hours offered by the Government of the Democratic Republic of Congo.

Approved by the third Management Committee meeting

Mr. Eric MUGURUSI
Chairman

Dr. Henry MWIMA
Secretary

**LAKE TANGANYIKA AUTHORITY THIRD MANAGEMENT COMMITTEE MEETING
UVIRA, DEMOCRATIC REPUBLIC OF CONGO – AUGUST 19 – 20, 2009**

PROVISIONAL AGENDA

Day 1

Time	Agenda Item	Issue
09:00	1	Opening of Meeting
09:20	2	Adoption of the Agenda
09:25	3	Election of the bureau
09:35	4	Adoption of Minutes of the 2 nd Meeting
10:00		Health Break
10:30	5	Matters arising from the 2 nd Meeting
	5.1	National Steering Committee membership and TORs (Page 7)
	5.2	Regional Steering Committee TORs (Page 7)
	5.3	Extra-ordinary meeting scheduled for Oct / Nov 2008 (Page 8)
	5.4	Fact-finding missions in riparian States on the problems of declining water levels, deforestation and increased sedimentation (Page 8)
11:30	6	Consideration of candidate for Director – Monitoring and Evaluation
12:00	7	LTA Programme / Project Activities, Workplans and Budgets
	7.1	LTA Activity Report
	7.2	UNDP-GEF Project Activity Report
	7.3	Disbursement of loan from ADB for the LT riparian governments
	7.4	ADB supported Activity Report
13:00		Lunch Break
14:00		LTA Programme / Project Activities, Workplans and Budgets (cont)
15:00		Health Break
15:30	8	NCU Programme / Project Activities, Workplans and Budgets
	8.1	NCUs Activity Report
	8.2	UNDP-GEF National Project Activity Report
16:30		Conclusion of Day One Business

Day 2

Time	Agenda Item	Issue
09:00		NCU Programme / Project Activities, Workplans and Budgets (cont)
10:00		Health Break
10:30	9	Presentation of submissions for the LTA Logo / Emblem
	9.1	Short listing of LTA Logo / Emblem
11:15	10	LTA and NCUs Programme Management Arrangements
	10.1	Draft LTA Headquarters Agreement
	10.2	Resource mobilization
	10.3	Draft Rules of Procedures
	10.4	Draft Financial Regulations
	10.5	Draft Staff Rules and Conditions of Service (+ Draft Travel Policy)
13:00		Lunch Break
14:15		LTA and NCUs Programme Management Arrangements (cont)
15:00		Health Break
15:30	11	Amendments to the present Convention
	11.1	Article 25: The Management Committee – (1) provides for 3 members

	11.2	Article 26: There are two '26(1)' in English version – the second to read '26(6)'
15:45	12	Preparation of Agenda for the 3 rd CoM Meeting
16:15	13	Date and venue for the 4 th Management Committee Meeting
16:20	14	Any Other Business
16:45		Closure

**LAKE TANGANYIKA AUTHORITY THIRD MANAGEMENT COMMITTEE MEETING
UVIRA, DEMOCRATIC REPUBLIC OF CONGO – AUGUST 19 – 20, 2009**

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**LAKE TANGANYIKA AUTHORITY THIRD CONFERENCE OF MINISTERS MEETING
UVIRA, DEMOCRATIC REPUBLIC OF CONGO – AUGUST 21, 2009
Provisional Programme**

1. Opening ceremonies
2. Consultations between heads of delegation
3. Composition of the bureau
4. Adoption of the Agenda and Programme
5. Matters arising from the second Conference of Ministers meeting
6. Consideration of the 3rd Management Committee meeting report
7. Date and venue of the 4th Conference of Ministers meeting
8. Miscellaneous
9. Declaration by the 3rd Conference of Ministers meeting.
10. Adoption of the minutes of the 3rd Conference of Ministers meeting
11. Meeting closure

LAKE TANGANYIKA AUTHORITY THIRD CONFERENCE OF MINISTERS MEETING
UVIRA, DEMOCRATIC REPUBLIC OF CONGO – AUGUST 19 – 20, 2009
Detailed Provisional Programme

No.	Activity	Time
1	Opening ceremonies	08:30
a	Delegations and Guests arrival	08:30
b	Ministers / Heads of Delegation arrival	08:50
c	Guest of Honour arrival	09:00
d	Welcome Remarks by His Excellency Mr. Norbert Basengezi KATINTIMA, Minister of Agriculture, Fisheries and Livestock, Democratic Republic of Congo	09:05
e	Remarks by Honourable Mr. Déogratias NDUWIMANA, Minister of Environment, Territory Management and Urban Planning, Republic of Burundi	09:10
f	Remarks by Hon. Dr. Batilda BURIAN, Minister of State, At Vice- President office (Environment), United Republic of Tanzania	09:15
g	Remarks by Hon. Moses M. MWANGALA, Deputy Minister of Tourism, Environment and Natural Resources, Republic of Zambia	09:20
h	Remarks by Dr. Akiko YAMAMOTO, UNDP/GEF Representative	09:25
i	Remarks by Mr. Jean-Louis KROMER, ADB Representative	09:30
j	Remarks by Mr. Gerd MARMULLA, FAO Representative	09:35
k	Remarks by Dr. Geoffrey HOWARD, IUCN Representative	09:40
l	Guest of Honour Opening Remarks by His Excellency Mr. Norbert Basengezi KATINTIMA, Minister of Agriculture, Fisheries and Livestock, Democratic Republic of Congo	09:45
m	Group photo	10:00
	Coffee/ Tea break	10:15
2	Consultations between Heads of Delegation	10:45
3	Constitution of the Bureau	11:30
4	Adoption of the Agenda Programme	11:35
5	Presentation of issues from the 2 nd Conference of Ministers meeting	11:40
a	Meeting ADB conditions at national and regional levels	11:40
b	Management Committee Extraordinary meeting	11:45
c	National Contributions	11:50
d	Appointment of LTA and NCUs staff members	11:50
6	Consideration of Report of the 3 rd Management Committee meeting	12:00
a	Consideration of LTA Headquarters Agreement	12:00
b	Draft Rules of Procedures	12:10
c	Draft Financial Regulations	12:15
d	Draft Staff Rules and Conditions of Service	12:25
e	Selection of LTA logo/ emblem	12:30
f	LTA Activity Report	12:40
g	UNDP/GEF Regional Activity Report	12:45
h	NCUs Activity Reports	12:50
i	UNDP/GEF National Project Activity Reports	12:55
	Lunch Break	13:00
7	Consideration of date and venue for the 4 th Conference of Ministers meeting	14:00
8	Miscellaneous	14:05
9	Declaration by the 3 rd Conference of Ministers meeting	14:15
10	Adoption of Report of the 3 rd Conference of Ministers meeting	14:35
11	Closure of the meeting	15:00