



**WORLD FEDERATION OF ENGINEERING ORGANIZATIONS FÉDÉRATION
MONDIALE DES ORGANISATIONS D'INGÉNIEURS**

**WFEO Working Group on Global Infrastructure Report
Inaugural Meeting: 11h00, 6 April 2019: Ljubljana, Slovenia**

Minutes

1. Welcome

Martin van Veelen welcomed all to the meeting. He apologized for the short notice for the meeting.

2. Attendance

2.1. Present

The attendance list is attached.

2.2. Apologies

The following persons tendered their apologies:

Ignatio Ngoma:	Malawi
Ruomei-Li	China

Late apologies were received from:

Sen Chuan Tan	Singapore
Ashok Basa	India
Sam Grossman	USA

3. Constituting of the Meeting

FAEO submitted a project proposal in 2018. The proposal was accepted by the WFEO Executive Council on 24 October 2018 at a meeting in London. FAEO was informed of the decision by letter from the WFEO President dated 10 December 2018. FAEO formally accepted responsibility for the Working Group (WG) in a letter dated 2nd April 2019. This constituted the Working Group.

The WG has a term of three years, ending at the close of the WFEO Council Meeting in October 2021. The WG reports to the WFEO Executive Board and the WFEO Executive Council. The Chairperson of the WG will be a non-voting member of the WFEO Executive Council.

The Name of the Working Group is: ***WFEO Working Group for the Development of a Global Infrastructure Report.***

4. Purpose of the Meeting

To agree on the project organisation and execution, and to constitute the Working Group.

5. Confirmation of the Agenda

The Agenda was accepted as is.

6. Project Proposal

The project proposal from FAEO was presented and briefly discussed. Attached as **Appendix A**.

7. Project Management

7.1. WFEO

The Working Group will function according to the WFEO Rules of Procedure items 3.1 and 3.2 and Annex C. The relevant conditions are as follows:

- The Working Group is established by the Executive Board in terms of Item 3.1 e.
- The WFEO President shall recommend the Chair of the Working Group to the Executive Board (Item 3.1 c). In this case the FAEO Proposal already nominates Dr Martin van Veelen as the Project Leader, and it is understood that he will be recommended by the President to chair the Working Group.
- The Working Group will report to the Executive Board and the Executive Council (Annex C 1.1).

7.2. FAEO

The Working Group will report to a Project Committee from FAEO. The members of this Project Committee will be members of the WFEO Working Group and they will report to the FAEO Executive Council.

7.3. Working Group Composition

From FAEO:

Eng. Julius Riungu
Eng. Martin Manuhwa
Engr. Mustafa Shehu
Eng. Yashin Brijmohan
Eng. Marcus Quashie
Eng. Dr. Ignasio Ngoma
Eng. Ngwisa Mpembe
Eng Fethi Thabet

From WFEO:

Ashok Basa
Samuel Grossman
Darrel Danyluk
Ruomei Li
Paul Jowitt
David Lapp
Seng Chuan Tan

7.4. Regional Representatives

Regional representatives will be appointed as and when the need arises.

8. Items for Discussion

8.1. Report Format

Regional Report in line with UN regions (9):

Southern Asia
Sub-Saharan Africa
Eastern Asia

South-Eastern Asia
Latin America and the Caribbean
Western Asia
Oceania
Caucasus and Central Asia
Northern Africa

Simple format to appeal to the general public.

8.2. Project Execution

Phase 1:

- Finalize the Infrastructure Report Card Guide. A deadline for submitting comments was set for the end of April 2019, and the Guide can now be finalized.
- Make the Guide available on the WFEO website and as many other websites as feasible.
- Translate the Guide into other languages (Chinese, Arabic, French, Spanish).

Phase 2:

- Roll out Report Card Project.
- Provide training in the form of work sessions on a regional basis.
- Provide support to first time report card teams. Consider finding sponsorship for the Guide Project.

Phase 3:

- Develop the format for the report to be submitted to the UN.
- Gather information on how reporting on indicators for achieving the SDGs is done / should be done.
- Develop a format in which the information can be presented.
- Use the existing report cards to test the format.
- Develop a web-based repository for report cards.

Phase 4: Implement the project

- Once we have sorted out all the above elements we can start to produce the reports, say at a bi-annual frequency. Infrastructure does not change rapidly, and even bi-annually may be too frequent. On the other hand we wish to retain visibility. One option would be to rotate continents/regions and so retain momentum without becoming repetitive.
- The project will need an owner. If done properly, it will be a full-time job to keep everything going.

9. Other Organisations

Will work in close collaboration with other International Organisations:

UN-DESA
UNOPS
CEC
UNECA
AU

10. Use of Logo's

On the cover page: WFEO and FAEO.

Inside of the cover page: All other contributing organisations.

11. Submission to Executive Board and Executive Council

12. Next Meeting

Face-to-Face in Melbourne.

Skype meetings as required.

13. Closure

The meeting was closed at 13h00.

Minutes prepared by Dr Martin van Veelen

Chairperson: Working Group on Global Infrastructure Report