ENI SEIS II East project

Implementation of the Shared Environmental Information System principles and practices in the Eastern Partnership countries (ENI SEIS II East)

DEVELOPMENT OF ECOPORTAL FOR AZERBAIJAN

30-31 May 2019

Ministry of Ecology and Natural Resources of Azerbaijan,

Baku city, B Aghayev str. 100 (A), Azerbaijan

Agenda

Meeting documents:

Documents are available at the following link:

Thursday, 30 May 2019			
Setting the scene and expected main outputs from the EcoPortal-Azerbaijan			
Time	**Item no.**	**Agenda item**	**Presenter/ Moderator**
10:00-10:20	1	**Opening Session** ▪ Welcome ▪ Tour the table	Azerbaijan representative (tbc)
10:20-10:30	2	▪ Introduction to the Kick-off meeting, format of the meeting, main objectives and outcomes expected	Nihat Zal, EEA
Scoping the structure and content of the EcoPortal-Azerbaijan			
10.30-10.50	3	Introduction to Environmental Information System of the MENR ▪ Overall goals, structure and functionalities	Azerbaijan representative (tbc)
10:50-11:20	4	Introduction to Data Management System of the EU WI+ ▪ Expected functionalities ▪ State of implementation ▪ Results achieved and lessons learned	Representative of the EU WI+
11:20-11:35	5	Introduction WISE-Marine as example to overall content of the EcoPortal-Azerbaijan	Silvia DallaCosta, EEA
11:35-12:30	6	Expectations from EcoPortal-Azerbaijan – Presentation by the Contractor on the offer	Contractor
12:30-14:00	*Lunch break*		
14:30-16:00	7	**Detailed task descriptions for the contractor** ▪ Conceptual approach to the EcoPortal- Azerbaijan ▪ Production types ▪ Software designing and development ▪ Standard data dictionary and data exchange protocols ▪ Integration with the MENR Information System and Data Management System (EU WI+) ▪ Testing and system set up ▪ Quality check, assurance and procedure for approval of key deliverables ▪ Key deliverables and timing	Gašper Šubelj (ETC/ICM), Moderator
16:00-16:30	*Coffee break*		
16:30-18:00	7	**Detailed task descriptions for the contractor (Continued)** ▪ Training of national team ▪ List of success criteria ▪ Risks and risk management	Gašper Šubelj (ETC/ICM), Moderator
End of the day			

Time	Item no.	Agenda item	Presenter/ Moderator
**Friday, 31 May 2019**			
**Cooperation for developing the EcoPortal-Azerbaijan**			
10:00-10:30	8	Institutional cooperation for developing standard data dictionary and data exchange protocol	Lidija Globevnik (ETC/ICM)
10:30-11:30	9	Defining the content of the EcoPortal-Azerbaijan and institutional supports and contributions ▪ Publication of water indicators ▪ Policy documents ▪ Reports etc. *Who is doing what?*	Lidija Globevnik (ETC/ICM) and Faiq Mutallimov (NFP ENI SEIS II), Moderators
11:30-12:00	10	Selection of the National team	Faiq Mutallimov (tbc)
12:00-12:30	11	Cooperation and collaboration between ENI SEIS II and EU WI+- at the operational level - *how it will happen*?	Representative of the EU WI+ and Vafadar Ismayilov
12:30-14:00	**Lunch break**		
14:00-14:30	12	Developing the Roadmap	Nihat Zal
14:30-15:00	13	Defining roles and responsibilities of the EEA and MENR for the implementation of the roadmap	Faiq Mutallimov (tbc) and Nihat Zal
15:00-15:30	***Closure of the meeting***		

European Environment Agency		
Nihat Zal	Project manager	Water Resources and Regional Cooperation (ENI)
Silvia Dalla Costa	Project manager	System and Technology Integration
European Topic Center – Inland, coastal and marine waters		
Lidija Globevnik	Technical coordinator	Water quality
Gašper Šubelj	Expert	Data and information system management
NFP to ENI SEIS II East Project		
Faiq Mutallimov	Acting head of international organizations and projects subdivision	International Cooperation Division - The Ministry of Ecology and Natural Resources of the Republic of Azerbaijan

Rena Lazimova	Head of Energy and Environment Statistics Department	State Statistical Committee of the Republic of Azerbaijan
Vafadar Ismayilova	National assistant	ENI SEIS II East project