

Minutes of the Twentieth Meeting of the
COMMITTEE ON CONGRESSES/CONFERENCES (C-CONGR)
 New Delhi, India
 07 December 2009 : 0930-13:15 hours

Year of Establishment: 1990

Mandate: To recommend general improvement in conduct of Congresses/Conferences sessions; to recommend tasks and duties for General Reporters and Panel of Experts for Congress Questions and Special Session; to study and establish, if needed, the basic guidelines for recommending the tasks and responsibilities of National Organizing Committees; to establish appropriate procedures for selection of Congress Questions, Special Sessions and Symposia; to establish procedures for scheduling of most appropriate workshops, seminars, etc. to be held at the time of Congress; to make recommendations on the number and type of simultaneous meetings at Congresses/Conferences in order to improve effectiveness and attendance; to study and accord advice to the National Committees, for methods to adopted in each case for an effective follow-up of the Conclusions and Recommendations of Congresses/Conferences; and to make recommendations on printing the proceedings for distribution of abstracts in advance.

Members present: (1) Vice President Hon. Dr. S. Nairizi (Iran) representing Mr. Mohammad Kazem Siah, the Convener; (2) Vice President Dr. Illahi B. Shaikh (Pakistan) represented by Mr. Hussain Ahmad; (3) Indian Representative Mr. Yogesh Paithankar; (4) The Netherlands Representative Dr. H.C. Toussaint; (5) Indonesian Representative Vice President Dr. A. Hafied A. Gany; (6) Ukraine Representative Vice President Dr. Peter Kovalenko; and (7) Dr. Vijay K. Labhsetwar, ICID Central Office.

Members Honoraire Present: (i) Prof. Dr. Chandra A. Madramootoo (Canada), President, ICID; (ii) Mr. Peter S. Lee (UK), President Hon. ICID; (iii) Vice President Hon. Felix Reinders (South Africa); and (iv) Er. M. Gopalakrishnan, Secretary General, ICID.

Observers : (i) Mr. Enayatollah Farahani (Iran); (ii) Dr. G. Abbas Rikhtechi (Iran); (iii) Dr. Reza Dafari Manesh (Iran); (iv) Dr. Syed Mansoob Ali Zaidi (Pakistan); (v) Mr. Mohd. Amin Mohd. Soom (Malaysia); (vi) Ms. Mega Handojo (Indonesia); (vii) Mr. Syaiful Mahdi (Indonesia); (viii) Mr. Mehrzad Ehsani (Iran); (ix) Dr. Jin Taek Kim (Korea); (x) Dr. Mohammad Sadegh Jafari (Iran); (xi) Dr. Rambhau Shirode (India); (xii) Dr. Kwadgsoo Parak (Korea); (xiii) Mr. Tai Cheol Kim (Korea); (xiv) Mr. H. Y. Narayanan (India); (xv) Mr. Olga Zhovtong (Ukraine); (xvi) Dr. N. Tankeshdoor (Iran); (xvii) Dr. Atfar Zaden (Iran); (xviii) Dr. S.A. Assadollahi (Iran); and (xix) Dr. Mostafa Vafanzadeh (Iran).

Website: <http://www.c-congr.icidonline.org>

Item 1 : Confirmation of minutes of the 19th meeting of the C-CONGR

The minutes of the 19th meeting of the C-CONGR at Lahore, Pakistan were confirmed.

Item 2 : Review the membership of the Committee

The Committee is composed of a Convener, who will be a member of the Organizing Committee of the next Congress and 6 other members to be appointed as follows: One member of each of the Organizing Committees of the previous and next to immediate next Congresses, two members of the two previous Organizing Committees and two future IEC meetings. The basic composition might be completed by addition of one member of the Organizing Committee of each of the Regional Conferences held during the past and the future Congress, unless it coincides with an IEC Meeting.

Accordingly, the Central Office may continue to invite nominations from the concerned National Committees.

Item 3 : ICID Congresses on Irrigation and Drainage**3.1 Feedback from the 20th ICID Congress on Irrigation and Drainage (2008) in Lahore, Pakistan**

Mr. Hussain Ahmad (Pakistan) briefly informed the committee of the successful organization of the Lahore Congress (details are available at annex 1 of the agenda). The Guidelines (at Annex 2 of the Agenda) are quite comprehensive and so far have been utilized by the concerned National Committees successfully. The Committee opined that no more additional notes are required at this time.

3.2 Review and discuss the preparations of the 21st ICID Congress (2011) in Tehran, Iran

Mr. Ehsani from Iran explained the preparations for the 21st ICID Congress via an excellent Power Point Presentation, stressing on the theme *“Innovation in Technology and Management on Micro Irrigation and water resources technology”*. He informed the members that the Congress website is routinely updated and invited the National Committee to visit the website for latest information. He requested the members to provide a link to the Congress website through their country’s website

3.2.1 Topics and Sub-topics of the 21st ICID Congress

The members noted the Topics and Sub-topics of various events for the 21st ICID Congress. The detailed scopes of the Questions (Nos 56 and 57), Special Session, Symposium, History Seminar and the 8th International Congress on Micro Irrigation are available in Annex 3 of the PCTA Agenda (Page A-96).

3.2.2 General Reporters / Panel Experts

As per IEC directives, the General Reporters (GRs) and Panel Experts (PEs) for a Congress are to be recommended by the Permanent Committee for Technical Activities (PCTA) based on the nominations received from National Committees.

The GRs and PEs (and their alternates) for the two basic Questions and Special Session of Tehran Congress (2011) have been identified in MB. This was reported in 60th IEC.

Item 4 : International Executive Council Meetings (IECs)**4.1 Feedback from the 59th International Executive Council (IEC) 2008, Lahore, Pakistan**

Mr. Hussain Ahmad (Pakistan) informed the committee that due to the security reasons, the number of participants was below the original expectation. However, it is expected that the guidelines (at Annex 2 of the Agenda) for the conference should be strictly implemented for successful organization of the ICID events.

4.2 Review and discuss the progress of the 60th IEC meeting during 5-11 December 2009 at New Delhi, India

Indian Representative Mr. Yogesh Paithankar briefly explained the preparations made by INCID. He made following two suggestions:

- To get more participation, INCID suggested to contact potential individuals and organizations (other than ICID family) who may be interested in ICID Activities e.g. through the respective embassies in the organizing country
- The list of organizations and sponsors that have been contacted by INCID will be made available to other National Committees that are expecting to host ICID events.

4.3 Review and discuss the preparations for the 61st IEC meeting during 10-16 October 2010 at Yogyakarta, Indonesia

Vice President Dr. A. Hafied A. Gany (Indonesia) reported the progress on committee formation, information dissemination, topic, sub topic, venues and accommodation together with the status of website that can now be accessed at www.icid2010.org He further informed that the details of the 61st IEC meeting will be announced and placed on the website after getting confirmation from the Central Office of ICID.

4.4 Review and discuss the preparations for the 62nd IEC meeting during 15-23 October 2011 at Tehran, Iran

Mr. Ehsani (Iran) explained that the details of the 62nd IEC meeting will be announced and placed on the website after getting confirmation from the Central Office of ICID.

Item 5 : Regional Events

5.1 Feedback from the 23rd European Regional Conference

Mr. Olga Zhovtong (Ukraine) informed the committee as below:

- Ukraine National Committee successfully conducted the 23rd European Regional Conference with special focus on Water, food and rural development; Integrated Water Resource Management; and Rural Development.
- Declaration has been made on irrigation, drainage, flood control and environment, expecting the participants to have more concern for others with more efforts to improve their working condition and project implementation. Participation of local people to work together with the government and other sectors was highlighted.
- Young Professionals Forum was conducted successfully during the 23rd European Regional Conference.
- Due to language problem, most people from Ukraine speak Russian, they expect to have more publications in Russian, or information can be made available in Russian language on Russian website.
- It was further suggested that farmers, business sectors and local stakeholders may be invited in the conference for comprehensive dialogue.

5.2 Feedback of the 3rd African Regional Conference during 11-14 October 2009 at Abuja, Nigeria

The representative from Nigeria was not available to provide feedback on the 3rd African Regional Conference (AfRC). *(The 3rd African Regional Conference could not be held at Abuja as scheduled and has been deferred. However, the upcoming Mali Conference in Africa shall be designed as 3rd AfRC.)*

5.3 Review and discuss the progress for the 5th Asian Regional Conference during 6-11 December 2009 at New Delhi, India

The Indian Representative Mr. Yogesh Paithankar informed that some difficulties were faced due to short time available for preparing for the conference and hence affecting the implementation of the planned actions.

5.4 Review and discuss the preparations for the 6th Asian Regional Conference during 10-16 October 2010 at Yogyakarta, Indonesia

The Indonesian representative informed that preparations have been going on well and all the information can be accessed through the conference website at www.icid2010.org. The website is being regularly updated.

Theme and Sub-Themes of the Conference

Theme: "Improvement of Irrigation and Drainage Efficiency through Participatory Irrigation Development and Management under the Small Land Holding Conditions".

Sub-Themes:

1. Irrigation under the Escalating Water Scarcity and the Issue of Agricultural Land conversion and Fragmentation;
 2. Challenges for Irrigated Agriculture under the Small Land Holders in the Approaching Decades :
 - a. *Irrigation Water for Food Security;*
 - b. *Irrigation Water for Supporting livelihood;*
 - c. *Irrigation Water for Supporting Environment.*
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3. Participatory Irrigation Development and Management under the Small Land Holding Conditions.
4. Multifunctional roles of Irrigation Water and the Role of Sustainable Balance of Ecosystem under the Small Land Holdings;
5. Synergizing of the Small and the Large Holder Irrigation under the Rapid Development of Rural and Urban Infrastructures.

5.5 The French National Committee proposed an additional European Regional Conference to be held in Orléans, France in December 2010

The Committee noted that the French National Committee of ICID (AFEID) proposes to hold an European Regional Conference (ERC) ahead of the planned one in The Netherlands in December 2011. The AFEID had liaised with the Netherlands National Committee of ICID (NETHCID) on this matter. AFEID has highlighted that there would not be any interference of clash of themes between the two Conferences. The AFEID intends to focus on '*Groundwater resource : an essential resource to be saved and managed*' in their conference (*Annex 3 of the minutes of ERWG*) while the one planned by The Netherlands will focus on '*Development of Tidal Areas*'. PCTA is being apprised of the new event, later on 09 December 2009.

Due to the above development, the European Regional Conference being proposed by AFEID would be numbered as 24th European Regional Conference (2010) to be held in Orléans, France. The 25th European Regional Conference therefore will be held in The Netherlands (renumbered).

5.6 Review and discuss the progress of the 4th African Regional Conference (2011) in Mali

There was no report available on preparations for the 4th African Regional Conference (2011) in Mali. However, Secretary General M. Gopalakrishnan informed that Mali is very keen to host the Regional Conference. This conference is being renamed as 3rd African Regional Conference as African Regional Conference did not take place in Nigeria (see Item 5.2 above).

5.7 Review and discuss the progress of the 25th European Regional Conference (2011) in The Netherlands

Dr. H.C. Toussaint (The Netherlands) informed that the preparations for the 25th European Regional Conference (2011) in the Netherlands have been going on well (*Annex 4 of the minutes of ERWG*). They will be focusing on the theme: "*Integrated Water Management for Multiple Land Use in Flat Coastal Areas*" from 16 to 20 May 2011 in Groningen, The Netherlands.

Issues and themes

- Topic I** Multiple Land-use (Integrated Water Management for multiple Land-use in flat low lying coastal areas).
- Topic II** Fresh Water Management and Salt intrusion - Tidal Water Management cases (e.g. Venice, Italy, St. Petesburg, Russia).
- Topic III** Flood Risk Management - Flood Risk Management on Flat Coastal Areas under the influence of changing storm surges, subsidence and impacts of climatic changes in land use.
- Topic IV** Institutional Arrangements and History - Institutional arrangement for Water Management and flood protection, such as water board and the role of government provinces, communities and non-governmental organization e.g. in the framework of Integrated Coastal Zone Management (ICZM).

Item 6 : Website of C-CONGR

Website of C-CONGR should always be updated to include new information on ICID events. It is important that the National Committees inform the central office in time, so that it can be facilitate to spread the information to other countries.

Item 7 : Any other business

Thanks to the efforts of President Hon. Peter Lee, some desirable steps have been outlined for study tours as seen in **Annex**. All Organizing Committees may carefully study to implement these guidelines prepared for the conference / technical tours.

It is important to take note of the other water related events in the world so that ICID events don't overlap with them.

**INTERNATIONAL COMMISSION ON IRRIGATION AND DRAINAGE
GUIDELINES FOR CONFERENCE TOURS****Types of Tour**

There are four categories of tour dealt with here:

1. One-day or half-day tours, usually held during the conference, which may or may not be provided within the registration fee for the conference.
2. Post-conference tours provided at extra cost and lasting 1-3 days (and sometimes longer).
3. Networking tours, similar to 1. but held before the conference starts to provide an opportunity for the delegates (and accompanying persons) to get to know one another and the region of the conference.
4. Ideally such tours should be offered at little or no extra cost to the delegate.
5. Accompanying person's half-day tours and visits, which are generally non-technical. These may be arranged with a tour company, but tours that are run by or involve the conference organisers (or their families) are more personal and greatly appreciated. The costs of such tours and visits can be additional to the accompanying person's registration fee, but the cost should be competitive with tours available to ordinary visitors.

A good programme of such tours can contribute very positively to delegate numbers, and add greatly to the enjoyment of the conference and its venue.

More than one choice of tour may be offered in the case of category 1, 2 or 4, but not 3. In case there is insufficient interest in a particular tour, delegates should be warned that it may be cancelled. If delegates are asked to express a second or third choice then this can help in arranging a satisfactory alternative.

Content of Technical Tours

For nearly all delegates, participation in a technical tour (categories 1, 2 and 3 above) and especially any extra cost must be justified by the tour's technical value. Tours may also have touristic, social or cultural content but the technical component is paramount and essential.

For some delegates, the technical content may be satisfied by a visit to an engineering installation, but these days, more and more delegates are seeking opportunities to study water management in a more integrated context and interact with end-users (the farmers especially). The social, financial and management aspects of agricultural water management are of growing interest.

Planning Stops

The tour should aim to have a stop at intervals of no more than every 1-2 hours. These stops should be planned for delegates to appreciate environmental, historical or economic aspects relevant to managing water for sustainable agriculture.

A brief stop to inform delegates that the tour is crossing a notable waterway, or moving into a particular catchment or agricultural region is enough to break the journey and add technical value.

Some tour companies like to give time for delegates to stop at shops where possibly they get a commission. Such stops are not appropriate for technical tours and tour companies need to be used with caution.

For stops to be of real value, there should be a clear schedule (provided beforehand) with the names of places, organisations and people to be met, and a map of the route and if appropriate a plan of the scheme in its geographical context.

Some delegates have to submit reports to their sponsors and/or they may have difficulty with the language. Printed information is especially helpful here.

Keeping to Time

It is important that the tour is not too ambitious and keeps to time. The route should be reconnoitered beforehand, allowing that the speed and access of the bus may not be easy.

A time should be scheduled for each stop and on the day, the delegates should be given a time and signal to re-board the bus.

It is very beneficial if member/s of the organising committee travel with the tour to provide guidance and answer questions between stops.

A following car may be useful to collect those who miss the bus to avoid the common problem of 1-2 people holding up the whole tour. This may be especially important if there is an evening event or delegates are catching planes etc. An additional car may be needed to allow individual delegates to leave early if necessary.

Comfort and Safety

Toilets and refreshments should be provided. If toilet facilities are unavailable or limited at certain stops, then delegates should be warned of this. Drinking water, and possibly a toilet, should be available on the bus.

Time can be saved by providing refreshments that can be quickly consumed, and sit-down dining and a full-meal service is not obligatory. Vegetarian and pork-free alternatives are required for some delegates.

There should be a contingency plan for dealing with inclement weather (eg heavy rain), disabled access, sudden illness, accidents etc.

Security and special safety precautions (eg seat-belts) may be required or expected, and this should be part of the contingency planning.

ICID Guidelines for Conference Tours

Planning Checklist

1. Does the tour have the necessary content relevant to the broad interest of managing water for sustainable agriculture?
 2. Is the tour capable of being completed in the scheduled time, looking after the comfort of the delegates?
 3. Is the interval between the stops no greater than 1-2 hours and are there adequate toilet and refreshment arrangements?
 4. Are the delegates provided with adequate information about the schedule, route and stops, including printed information sheets and maps giving names and other key information?
 5. Who is responsible for the schedule overall and at each stop, and are there arrangements for limiting and dealing with delays?
 6. Is there a contingency plan to deal with special needs and incidents?
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