

**Working Programme
of SEETO Secretariat's visits to the Regional Participants
(April-May 2012)**

Main objectives of the institutional visits

Based on the SEETO Strategic work programme¹, the main purpose of the institutional visits to the Regional Participants in 2012 is to enhance cooperation with regional institutions involved in SEETO Cooperation and to collect and disseminate regional transport related information.

Accordingly following main objectives of the institutional visits can be derived:

- Strengthen the working flow and cooperation between the Secretariat and the national authorities of the Regional Participants.
- Collection of information on the SEETO Comprehensive Network recent developments and its dissemination among Regional Participants.
- Increase the visibility and presence of the SEETO cooperation in the region.
- Introduction of SEETIS III to the Regional Participants.
- Collection of relevant regional transport studies and reports which will be available in SEETO library.

The one day visits are intended to include meetings with representatives from Ministries in charge of transport and various Regional Participants transport institutions involved in SEETO Cooperation.

During the visits following **topics** should be elaborated:

➤ **SEETO Comprehensive Network development**

- Latest developments on the SEETO Comprehensive Network (Roads, Railways, Airports, Inland Waterways, Seaports)
- Projects in the process of implementation on the SEETO Comprehensive Network
- Planned projects and potential candidates for Priority Project list
- Multimodal transport- state of the art and future plans (points for further elaboration of Study on Inter-modality)
 - *Collection of all projects Feasibility Studies for the SEETO library*

➤ **General transport policy**

- Transport strategy implementation and sectors` plans
- Each transport sector development plans/master plans
- New relevant legislation
- Relevant transport studies and reports taken by the RP
 - *Collection of all document copies for the SEETO library*

➤ **Data collection**

- Current data collection flow in the RP and obstacles
- SEETIS 3 introduction
- New Questionnaires (transport and infrastructure and projects)

¹ SEETO Strategic Work programme – MCA task 2.5.6 – Cooperate with national, regional, and global organizations and collect and disseminate regional transport related information

➤ **Other**

- List of relevant transport organizations active in the RP
- List of relevant transport conferences organized in the RP
- List of relevant transport journals and magazines (scientific and professional) in the RP

Main institutions and persons to be addressed

- **Compulsory**
 - Ministry of Transport (high level representatives, SC members, National coordinators, WG members, other personnel from all transport sectors)
 - Agencies for roads, rails, air transport...
 - All key users
- **Optional**
 - NIPAC offices
 - Delegations of the EU in the respective Regional Participant

Format and organisation of the meetings

The organisation of the meetings shall be facilitated by the Steering Committee members (main persons in charge) and presence of National Coordinators throughout all meetings shall be required as well.

The agenda, dates, venues and list of participants should be confirmed by the SC members 2 weeks in advance at latest, so that SEETO can make the logistical preparations. It is predicted 1 day meeting for every participant and the proposals for the time intervals when the meetings can be arranged are the following:

Tentative order of meetings and possible timeline

Belgrade	17 th April, 2012 – 20 th April, 2012
Zagreb and Sarajevo	23 rd April, 2012 – 27 th April, 2012
Podgorica and Tirana	07 th May, 2012 – 11 th May, 2012
Pristina and Skopje	14 th May, 2012 – 18 th May, 2012