
Working Programme of SEETO Secretariat's visits to the Regional Participants

(March-April 2015)

Main objectives of the institutional visits

According to the SEETO Strategic work programme there is a need to increase the visibility and presence of the SEETO Secretariat in the region as well as to strengthen the working flow and cooperation between the Secretariat and the national authorities of the Regional Participants.

Main aim of Regional Visits meetings in 2015 is deepening of existing and establishment of new communication channels between SEETO cooperation and national authorities of the Regional Participants, as well as wider public. Mutual exchange of information and views on current on-going SEETO activities (REBIS update, EC Technical Assistance, Flagship corridor, SEE 2020) could improve outgoing results of the projects as well as its acknowledgment and potential implementation in the Regional Participants.

Specific aim of this year's visits is to evaluate and identify current Maintenance and Operation Management system in each regional participant which will serve as an input for planned `Macro economic analysis of transport infrastructure investments and maintenance expenditures in relation to the economic growth` study/report. Financing maintenance is identified as one of the issues of highest importance in the transport sector in SEE region and accordingly it is planned to organize a separate session devoted exclusively to this topic.

Second important topic will be the evaluation of the current state of the intermodal transport in the region and the possibilities for further development. This will serve as an input for the ongoing intermodal study for the WB region, done under the umbrella of the SEE 2020 Strategy.

Main guiding principle for organization of Regional Visits meetings is collection and dissemination of information on the SEETO Comprehensive Network transport and infrastructure development, infrastructure projects and horizontal policy issues.

Such information is not housed in one ministry or agency but rather scattered throughout the administration structures and among different officials within these and other organisations in the Regional Participants. Accordingly, following the good practice introduced in year 2013 and 2014, it is proposed to have representatives from all these institutions invited or to have separate meetings with them. Moreover, some additional technical field visits (organized by the hosts) could add to the overview of the infrastructure development in the region.

Additionally, separate meetings with the EU delegation representatives in each regional participant are envisaged as well. Such visits and tet-a-tet meetings will enable smoother communication and dissemination of relevant information with SEETO secretariat and among Regional Participants via SEETO.

The one/one and a half day visits are intended to include meetings with representatives from Ministries responsible for the transport and various transport institutions in the Regional Participants.

✚ The visits have the following more specific objectives:

- ✓ to promote the achieved results of SEETO regional cooperation in 2014 and current on-going SEETO activities
 - REBIS update project
 - Technical Assistance 2014/2015
 - Flagship corridor
- ✓ to get acquainted in more details with the current and planned projects for infrastructure development on the SEETO Comprehensive Network
- ✓ to elaborate and discuss on certain horizontal (soft) measures
- ✓ to discuss on the SEETO Multi-Annual plan 2016
- ✓ maintain good channel for communication and to receive high level support from the Regional Participants
- ✓ to ensure the work of SEETO is further recognized, appraised and beneficial for the Regional Participants
- ✓ to share opinions and visions on furthering the regional cooperation process under the existing MoU or under some other forms of cooperation

✚ Main institutions and persons to be addressed

- ✓ Ministry of Transport (high level representatives, SC members, National coordinators, Working Group members, other personnel from all transport sectors)
- ✓ Ministry of Finance (departments for international finances)
- ✓ Customs departments
- ✓ NIPAC offices
- ✓ Public enterprises (for rails, roads, airports), including the ones in charge for maintenance
- ✓ 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 also presence of National Coordinators throughout all meetings shall be required. The agenda, dates, venues and list of participants on the side of the Regional 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 1.5 day meeting for every participant and the proposals for the time intervals when the meetings can be arranged are the following:

Regional Participant/Place	Date	Place	Time	Day of the week	SEETO personnel	Requests
Pristina	25.03.2015	EU Delegation	15:00 - 16:00	Wednesday	3	Confirmed
	26.03.2015	Ministry of Transport	10:00 - 14:00	Thursday		Confirmed
Skopje	16.04.2015	Ministry of Transport	10:00 - 14:00	Thursday	3	Sent
		EU Delegation	16:00 - 17:00			
Sarajevo	20.04.2015	Ministry of Transport	10:00 - 14:00	Monday	3	Confirmed
	21.04.2015	EU delegation	11:00 - 12:00	Tuesday		
Podgorica	28.04.2015	Ministry of Transport	10:00 - 14:30	Tuesday	3	Sent
	29.04.2015	EU Delegation	09:30 - 11:00	Wednesday		
Tirana	05.05.2015	Ministry of Transport	10:00 - 14:30	Tuesday	3	Sent
	06.05.2015	EU Delegation	09:30 - 11:00	Wednesday		
Belgrade	11.05.2015	Ministry of Transport	10:00 - 15:00	Monday	All	Sent

The regional visits will be organised in conformity with National Coordinators' meeting (1 day) covering topics on data/information collection process and all related issues. SEETO Secretariat will prepare template letter for all Regional Participants, the agenda items may vary from one to another.