



## Tentative Agenda for the HelpDesk for Integrated Flood Management – Partners Workshop

*13-14 NOVEMBER 2008*

*SALLE C2*

**WMO Secretariat, Geneva  
7 bis, avenue de la Paix, Case postale No. 2300  
CH-1211 Geneva 2, Switzerland**

*13 NOVEMBER 2008*

09:00-09:30	<b>Item I:</b> Welcome, self introduction and adoption of agenda
09:30-10:00	<b>Item II:</b> Introduction: the flood management challenge, current status of mobilizing the international community for integrated flood management
10:00-10:45	<b>Item III:</b> HelpDesk Concept and Required Service Spectrum (15 minutes presentation and 30 minutes discussion)
10:45-11:00	<b>Coffee Break</b>
11:00-12:30	<b>Item IV:</b> The HelpDesk Support Base: requirements and available competence → Short statements of each partner in which fields core competence could be provided under the HelpDesk (app. 5 min each)
12:30-13:30	<b>Lunch</b>
13:30-16:00	<b>Item V:</b> The institutional requirements and options for collaboration under the HelpDesk, including discussion on possible Framework Document and Letter of Engagement
16:00-16:15	<b>Coffee Break</b>
16:15-18:00	<b>Item VI:</b> HelpDesk Governance
18:00 – 19:00	Cocktail at WMO Attique Restaurant

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09:00-09:15	Recapitulation of Day 1 and Agenda items for Day 2 (Chair)
09:15-10:00	<b>Item VII:</b> Communication/information requirements in operating the HelpDesk
10:00-10:45	<b>Item VIII:</b> Expression of preliminary commitments
10:45-11:00	<b>Coffee Break</b>
11:00-12:00	<b>Item IX:</b> HelpDesk outreach package and website
12:00-13:30	<b>Lunch</b>
13:30-14:30	<b>Item X:</b> Planning the launch
14:30-15:00	<b>Item XI:</b> Any other business
15:00-15:30	<b>Item XII:</b> Summary of the Chair and closure