



UNIVERSITE CHOUAIB DOUKKALI



Faculté des Sciences El Jadida

# Design and Application of an Innovative Composting Unit for the Effective Treatment of Sludge and other Biodegradable Organic Waste in Morocco

MOROCOMP (*LIFE TCY05/MA000141*)



## Deliverable 7: Minutes of the kick-off meeting of Life Third Countries Projects in Brussels



composting  
*MOROCOMP*

June 2006

The kick-off meeting of life projects organized by the European Commission in Brussels the 6-7<sup>th</sup> June 2006 was attended by Prof Omar Assobhei (Project manager of the project LIFE-Third Countries Project 05 TCY/MA/141 with title: Design and Application of an Innovative Composting Unit for the Effective Treatment of Sludge and other Biodegradable Organic Waste in Morocco) and by Prof Abdelhanine Belhaj (General Secretary of the University Chouaib Doukkali, beneficiary).

## **Tuesday morning, 06.06.2006**

Meeting at the conference room BU5 A0 at DG Environment

Chairman: Michael Oliver

10.00-10.15: Inscription / registration of participants.

10.15-10.30: Welcome by Mr Philip Owen Head of LIFE Unit.

10.30-11.00: Introduction to the LIFE TCY programme and roles and responsibilities by Mr Alban de Villepin Coordinator of LIFE Third Countries.

11.00-11.25: Presentation by beneficiaries of the projects in the area of waste and wastewater: LIFE 05 TCY/CRO/108: CROWATER (public private partnership for WW management); LIFE 05 TCY/CRO/114: CONWAS (construction and demolition waste); LIFE 05 TCY/GA/115: HAGAR (sludge management); LIFE 05 TCY/RL/138: IMW (medical waste collection and treatment) and LIFE 05 TCY/MA/141: MOROCOMP (innovative composting unit). We introduced ourselves and made a 5-minute Powerpoint Presentation of your project (the project objectives and questions that we hope to have answered in the kick-off.

11.25-11.35: Coffee break

11.35-11.50: Presentation by beneficiaries of the projects for-community related awareness and capacity building: LIFE 05 TCY/GA/121: Bethlehem 21 (Local Agenda 21); LIFE 05 TCY/IL/J131: CBCSCIL {Local Agenda 21}; LIFE 05 TCY/HKJ/132: Green-TAS (Environmental methods and tools for the tourism sector

11.50-12.05: Presentation by beneficiaries of the projects in the area of industrial capacity building: LIFE 05 TCY/BiH/102: IPPC-BIH (Integrated pollution prevention); LIFE 05 TCYIROS/143: ESMAC (Integrated environmental management and safety management for industry); LIFE 05 TCY/TR/164: CC-TR (Climate change prevention)

12.05-12.25: Presentation By beneficiaries of the projects in the area of water and soil protection: LIFE 05 TCY/CRO/105: Soil monitoring; LIFE 05 TCY/CRO/111: IBM (Integrated basin management); LIFE 05 TCY/IL/130: Sustainable Jordan

12.25-13.00: Discussion and questions

13.00-14.15: Lunch at the self service restaurant Beaulieu (costs paid by each participant)

## **Tuesday afternoon, 06.06.2006**

14.15-14.45: Introduction to financial reporting and SAP requirements (Ms Aneta Gajda Financial Desk Officer)

14.45-16.00: Discussion of beneficiaries' questions and most frequent financial problems (Aneta Gajda, Izabela Madalinska, Laura Hagemann-Arellano, Financial DeskOfficers)

16.00-17.30: Bilateral meetings (see below).

Meeting at Desk Officers' offices

	Alban de Villepin Izabela Madalinska	Michael Oliver Laura Hagemann	Katarina Lipovska Aneta Gajda
16.00-16.30	05 TCY/GA/115	05 TCY/RL/138	05 TCY/CRO/114
16.00-17.00	05 TCY/GA/121		05 TCY/CRO/105
17.00-17.30	05 TCY/BIH/102		05 TCY/CRO/111

17.30: Drink in the Atrium offered by Mrs Soledad Blanco, Director International Affairs and LIFE - DG ENV

## **Wednesday morning, 07.06.2006**

Meeting at the conference room BU5 A0 at DG Environment, LIFE Unit

09.00-09.30: Monitoring LIFE' TCY' projects (ASTRALE team)

09.30-11.00: Workshop

Using progress indicators; Stakeholder participation; Financial planning and reporting; Managing change

11.00-11.15: Coffee break

11.15-11.45: Discussion and questions related to project management and reporting (To read the Common Provisions 2005 and the guidelines for TCY reporting are a key to success and to avoid problems occurring later).

11.45-12.15: Communication presentation. Mr Eric Sarvan (ASTRALE). The presentation was focussed on the importance of the communication in the success of the LIFE projects. The objectives of the communication are to improve participation of stakeholders; to share knowledge and experience.

12.15-12.45: Discussion and questions related to communication

12.45-14.00: Lunch at the self service restaurant Beaulieu (costs paid by each participant)

## Wednesday afternoon, 07.06.2006

Meeting at DOs offices, LIFE Unit for bilateral meetings

	Alban de Villepin / Aneta Gajda	Michael Oliver/ Izabela Madalinska	Katarina Lipovska/ Aneta Gajda	Alban de Villepin / Izabela Madalinska
14.00-14.30			05 TCY/CRO/108	05 TCY/ROS/143
14.30-15.00	05 TCY/MA/141	05 TCY/IL/130		
15.00-15.30	05 TCY/TR/164	05 TCY/IL/131		
16.00-16.30	05 TCY/TN/150	05 TCY/HK/132		

Prof Omar Assobhei and Prof Abdelhanine Belhaj meet Mr Alban de Villepin and Ms Aneta Gajda for about 30min. The discussions were focused on the financial issues especially the personnel cost. In fact the site where the innovative composting unit will located is about 50 Km far from the University of Chouaib Doukkali so the travel cost in Morocco must be increased. Also, the transportation of sludge from the wastewater treatment plant located at Beni Mellal to the composting unit in Zemamra (about 250 Km) must be included as extra cost.

16.30-17.00: Conclusions/ final session

The kick-off meeting was a nice opportunity to explain what EC does, outline its expectations for the MOROCOMP project, provide some training on the requirements, and most importantly, answer our questions in order to avoid problems occurring later.

It also permits the EC to convey to us some information that will answer some of our questions and to permit to the attendees to discuss their project with the technical and financial desk officers.

The EC have showed how it will evaluate the project work, so we can see the kind of information that it is looking for. EC have make use of some aspects of the 2005 selected projects. The EC have presented some 'expected results for projects' in our workshop in order to discuss appropriate indicators of performance, and the means of verifying information.