



www.megrec.org

ALGERIA

Prof. Tahar SEHILI
Laboratoire des Sciences et Technologies de
l'Environnement
Campus Chaab Errassas
Université Mentouri – Constantine
Ph.: +213 31 81 88 67
Fax: +213 31 81 88 67
e-mail: tsehili@hootmail.com

EGYPT

Prof. Mohamed Tawfic AHMED
Environmental Impact Assessment Unit
Suez Canal University
Ismailia 41552
Ph.: +20-64 320 793
Fax: +20-64 320 793
e-mail: motawfic@tedata.net.eg

GREECE

Prof. Panayotis A. SISKOS
Laboratory of Analytical Chemistry
National and Kapodistrian University of Athens
Panepistimiopolis 157 71 Zografos - Athens
Ph.: +30 210 727 4311
Fax: +30 210 727 4750
e-mail: siskos@chem.uoa.gr

ITALY

Prof. Pietro TUNDO (chairman)
Consorzio Interuniversitario Nazionale
"La Chimica per l'Ambiente" (INCA)
Via delle Industrie, 21/8
I-30175 Venezia-Marghera
Ph.: +39 041 234 6601
Fax: +39 041 234 6602
e-mail: tundop@unive.it

MOROCCO

Prof. Abdelhak KHERBECHE
Université de Fès
BP. 6027, Fès - Adarissa,
Ph.: +212.61.08.17.34
Fax: +212.55.60.05.88
e-mail: akerbec@menara.ma

SERBIA

Prof. Teodor AST
Faculty of Technology and Metallurgy
University of Belgrade
Karnegijeva 4
11120 Belgrade
Ph.: +381 11 3370 410
e-mail: ast@tmf.bg.ac.yu

SPAIN

Prof. Carles ESTÉVEZ
Institut Univ Ciencia i Tecnologia
Alvarez de Castro, 63
08100 Mollet del Valles. Barcelona
Ph.: +34 93 579 34 32
Fax: +34 93 570 57 45
e-mail: green-chem@iuict.com

TUNISIA

Dr. Ammar HOUAS
Ecole Nationale d'Ingénieurs de Gabès
Université de Gabès
Campus Universitaire – Cité Erriadh
6072 Gabès
Ph.: +216 75 392 600
Fax: +216 75 392 421
e-mail: a.houas@laposte.net

MINUTES OF THE 3RD MEGREC BOARD MEETING

Rectorate complex, University of Lecce

Lecce, Italy; Friday 27 October 2006.

The meeting started at 2.30 p.m. The following MEGREC Directive Board members were present (in alphabetical order according to country of origin):

- Prof. Mohamed Tawfic AHMED, Suez Canal University, Ismailia, Egypt;
- Prof. Panayotis A. SISKOS; University of Athens, Greece;
- Prof. Pietro R. TUNDO, Chairman; Interuniversity Consortium "Chemistry for the Environment" (INCA), Venice, Italy;
- Prof. Abdelhak KHERBECHE; University of Fez, Morocco;
- Prof. Teodor AST; University of Belgrade, Serbia.

Three Directive Board members were absent due to previous mandatory commitments:

- Prof. Tahar SEHILI, University Mentouri-Constantine, Algeria;
- Prof. Carles ESTÉVEZ, Institut Univ Ciencia i Tecnologia (IUCT), Barcelona, Spain;
- Dr. Ammar HOUAS, University of Gabès, Tunisia.

The Secretary of the Network was present:

- Dr. Fulvio Zecchini; INCA, Venice, Italy.

Other two invited persons were present:

- Dr. Kaj Madsen, UNEP Chemicals, Geneva, Switzerland;
- Dr. Vittorio Esposito, INCA POPs Laboratory of Lecce, Italy.

In the beginning the original agenda was modified as follows:

1. Management of activities: the creation of the MEGREC Executive Team.
2. Presentation of UNEP Chemicals.
3. Discussion about the MEGREC-UNEP collaboration.
4. Introduction to regional and local environmental priorities to become subjects of QSP-SAICM projects.
5. The Global Environmental Facility and other potential donor organizations.
6. Financial and administrative issues.
7. Discussion on new partners.
8. Conclusions: next Board Meeting, any other business.

The meeting ended at 6.00 p.m.

Affiliated to:





1. Management of activities: MEGREC Organization Chart

In order to start concrete activities of the network main decisions taken in this Directive Board meeting concern the creation of an organization chart needed to start-up and manage activities of the Network. Here follows the proposed structure, followed by a brief description of the old and new possible bodies and their function.

Directive Board (DB)

The DB (or simply the Board) is made of internationally renown chemists who run academic and research activities in their respective countries. The DB has a decision-making and supervision role. Current Board members are listed in the first page of this document.

Secretary (SEC)

He/she is a graduate in scientific disciplines, also expert in office automation. He/she acts as a scientific and technical support to the DB, is involved in most of DB activities, and takes part to the periodic DB meetings. Among his/her functions: third parties' documents examination, internal information dissemination, preparing meetings and writing minutes, etc. This role will be covered by one person made available by a partner organization on a rotation basis. Dr. Fulvio Zecchini (INCA, Italy) was confirmed until next DB meeting.

UNITWIN-UNESCO Management (UM)

This new function cures the relationship with UNESCO and manages the MEGREC-UNESCO collaboration under the UNITWIN agreement.

The Chairman informed that since October 2006 MEGREC operates under the UNESCO-UNITWIN agreement, which was ratified during last summer. UNESCO requested to Prof. Tundo, Chairman of MEGREC, to name one or more persons who will manage the UNITWIN agreement on MEGREC's side. Prof Tawfic (Egypt) was assigned as the coordinator person; he will investigate the best way to manage the collaboration, and subsequently submit a short written report to the Board (**Action no. 1**; see the attached table of actions).

Operational Team (OT)

The OT will be composed by one junior expert in scientific disciplines from each partner institution (preferably within 10 years after graduation).

The OT will be in charge of:

- monitoring donor organizations and funding programs (e.g. FP7) relevant to the Network's mission;
- screening research proposals suggested by MEGREC members with the idea of finding common grounds;
- writing up common projects and submitting them in the first instance to the ETC and then to the DB for final approval and submission;
- be involved in day-by-day activities of the Network, including running projects.

One of the first tasks of the OT will be the preparation of FP7 project(s). It was concluded that all network members should submit short abstracts of their research proposals until the end of the year.

Proposed OT members (updated to 10 December 2006) are:

Dr. Manal Hefny Ph.D.; Suez Canal University, Ismailia, Egypt

Dr. Maria Kapassa; University of Athens, Greece

Dr. Roberto Horcajada; IUCT, Barcelona, Spain

Dr. Svetlana Grujic; University of Belgrade, Serbia

Dr. Hafida Mountacer Ph.D.; University Hassan 1, Settat, Morocco

Dr. Hinda LACHHEB; Laboratoire Catalyse et Environnement, Gabès University, Tunisia;

*Other tentative members will be soon identified by the respective Board members (**Action no. 2**).*



Operational Team Coordinator (OTC)

The OT will be supervised and coordinated by a more experienced figure who will act as ET Coordinator (OTC).

One of the candidates to cover this role is Dr. Alberto PROCOPIO, an INCA collaborator who since 2003 is seconded to INTAS¹ by the EC in Brussels.

Laboratory Networking (LN)

This role may be covered by the OTC, but since a chemist with some good experience in managing environmental monitoring laboratories is needed it may be proper to create a dedicated function.

The LN role is to help and coordinate the foreseen activity of laboratory networking, a key goal of MEGREC. He/she will also help the OTC and the whole OT in monitoring funding programs and writing projects related to the creation of MEGREC labs and training of the staff.

One of the candidates for this role is Dr. Vittorio ESPOSITO, Head of the INCA POP Laboratory of Lecce.

Administration (ADM)

The administration of the Network is hosted at INCA Consortium, the Network's hub, being it registered at an Italian notary and acting according to Italian regulations for no-profit organizations. The ADM will be in charge of managing the bank account, bookkeeping, and preparation of the annual balance of the Network.

2 to 5. Collaboration with UNEP Chemicals

- 1) Dr. Kaj Madsen gave a presentation of UNEP Chemicals, the Strategic Approach to International Chemicals Management program (SAICM) and the related Quick Start Programme and its funding possibilities. The presentation will soon be available on-line.
- 2) The DB and Dr. Madsen agreed that a direct MEGREC-UNEP Chemicals collaboration is advisable due to the MEGREC structure and to the vastly overlapping missions. Dr. Madsen will explore possibilities for the realization of a Memorandum of Understanding (MoU)/partnership agreement providing the umbrella for direct collaboration, based on the UNITWIN UNESCO-MEGREC agreement.
- 3) Dr. Madsen identified 4 concrete actions for MEGREC-UNEP Chemicals collaboration, all of them were approved by the DB:
 - a. Exploring chances for the creation of a regional environmental monitoring center, where MEGREC will act as executive agency, with a non-financial support by UNEP, other UN agencies, and possible financial support by international donors.
 - b. MEGREC participation to the forthcoming regional SAICM Meeting of Western Europe and Others Group (Barcelona, 20-22 November 2006). Prof. Tundo and Prof. Siskos plan to participate as MEGREC DB members, an official invitation will be sent soon by Dr. Madsen (**Action no. 3**).
 - c. The development at a later stage of a proposal for educational activities on chemical safety
 - d. General exchange of information through an appropriate mechanism.
- 4) Issues of SAICM and QSP were extensively discussed by DB and Dr. Madsen:
 - a. The SAICM is targeted to safe management of chemicals, but it is not intended to create facilities. Namely, QSP may not finance the establishment of a laboratory since its funding ceiling is low 250,000 USD and since no cost heading may exceed 50% of the funding. This is the case of equipment for a lab.
 - b. The QSP may eventually sponsor the start-up of the lab, e.g. through education projects dedicated to lab staff training. The lab facilities are to be established using other funds.
 - c. Sustainability of the project is one of the main criterion for QSP applications selection.
 - d. Co-financing is an additional criterion in case of projects with otherwise even score.
 - e. Priority issues for QSP-projects in MEGREC countries were identified as follows: POPs, pesticides, agriculture, water management, fisheries, occupational health, labeling and classification of chemicals (e.g. safe handling of pesticides by farmers, etc.).

¹ International Association for the Promotion of cooperation with scientists from the New Independent States of the Former Soviet Union.

- f. An appropriate way for submitting QSP applications for MEGREC partners is to have the application submitted by the government (through the National Focal Point) of a developing country or countries with economies in transition (other states are not eligible) the MEGREC partner institution will act as executive agency, a bilateral collaboration with a European or Balkan partner is advisable.
- g. The MEGREC strategy for submitting applications to QSP is to quickly apply for lab staff training projects, while in parallel striving to find other donors and funding programs to establish a network of MEGREC labs for environmental monitoring. Each DB member, supported by ETC and LN, will come up with some ideas to submit QSP applications and send an abstract of the project to the partners (one A4 page), including the background and scientific considerations (Action no. 4).
- h. The ET/ETC in collaboration with the LN will take care of organizing the above mentioned ideas and abstracts in order to find overlapping interests and priorities and to outline common goals. They will produce a document for the DB with a commented resume of all the ideas and abstracts (Action no. 5a). Once approved by the DB (Action no. 5b), some of these abstracts will be used by the ETC/ET and the LN to write QSP applications under the DB supervision in order to submit them to the next QSP call (Action no. 5c).
- i. The ET/ETC in collaboration with the LN will also monitor future FP7 calls, which should be published starting from February 2007, providing constant information to the DB about this and other possible funding programs (Action no. 6).
- j. The DB and Dr. Madsen discussed on possible use of funds from the Global Environmental Facility (GEF; <http://www.gefweb.org/>) which manages projects under the Stockholm POPs convention and other funding programs. GEF funding ceiling may reach 1,000,000 USD. Dr. Madsen will explore chances to get such sum for a MEGREC project on a POPs lab.

6. Financial and administrative issues: Payment of the MEGREC subscription fee.

Partner organizations from developing countries and Serbia have problems in finding the money to pay the 3,000-Euro subscription fee to MEGREC, pursuant Article 6 of the Charter. Thus, the deadline of the payment (one year since affiliation) was cancelled, a new deadline will be discussed during the 4th Board Meeting. In the meanwhile partners will strive to find funds to pay the fee. Prof. Tawfic made himself available for exploring chances to get such funds for all Arabic partner countries with the help of a business bank in South Arabia (Action no. 7).

7. New candidate partners.

In accordance to what agreed on during the 2nd Board Meeting in Fez, new partner organizations from other countries will be welcomed in the Network only once its activities will be started and smoothly running. In the meanwhile all Board members are in charge of collecting potential candidatures to be discussed during the forthcoming 4th Board meeting (Action no. 8).

8a. Governments' recognition of MEGREC

In order to participate to QSP projects as executive agency of a government the partners will seek communication with the appropriate ministries of their respective countries and QSP National Focal Points. Thanks to his connections, Prof. Siskos will write to the Greek Minister for Environment in order to introduce MEGREC and to ask him to start a coordination with the correspondent ministers of other MEGREC partner countries. Italian Ministry for Environment will be contacted first (Action no. 9), since it already manifested interest in MEGREC to the Chairman.

8b. Honorary Membership

Prof. Tawfic suggested that an institute of Honorary MEGREC Members could be introduced. The idea is to commend senior scientists for significant contributions to green chemistry. Since there is no provision in the Charter for such an institute, it was decided that the Charter should be amended in that respect. Prof. Ast made himself available to write up a draft of this amendment and to circulate it through the Board for consideration.

8c. Visa problems for students and young scientists

The Board emphasized the importance of attracting young researchers and students to the ideas of green chemistry. In that respect, summer schools, like the one organized this fall in Lecce and Otranto, are extremely valuable. It was concluded with great regret that a number of prospective participants from Serbia, Egypt and Russia could not attend due to the problems in obtaining the Italian visa.

It was concluded that a letter pointing to this problem should be written on behalf of MEGREC and sent to the Italian Foreign Ministry. Prof. Ast will draft such a letter.

8d. Next Directive Board Meeting (4th)

The next DB meeting will be held late June 2007. The first candidate location is Athens with organization by Prof. Siskos.

In order to abate mobility costs and to facilitate participation by Tunisian and Algerian partners, Prof. Kherbeche will explore chances to hold the 4th meeting in concomitance with the EURODEUR-ECGP6, co-organized by a group of French environmental catalysts in Marseille (24-26 June 2007). A congress to which 5 out of 8 Board members (including Algerian and Tunisian) will participate as speakers (**Action no. 10a,b**, see the table of actions afterwards).

To this end Prof. Tundo informed that INCA is also the hub of the International Green Network to which a group of catalysts from Toulouse already collaborates. Being these two French groups seated in very close towns and working in similar fields, a question of opportunity raises, being eventually not advisable to fragment collaboration with French catalysts. Thus Prof. Kherbeche must take into consideration this issue while evaluating the possibility of having the 4th Board Meeting in Marseille (**Action no. 10a**). Anyway, according to Prof. Tundo, if the meeting will finally be in Marseille, the Toulouse group must be informed well in advance, in order for it to hopefully participate.

The Board noted the lack of communication with Spain. The Chairman was asked to write a letter to Prof. Estevez pointing out that problem.

The meeting ended at 6.00 p.m. and was followed by a visit to the INCA POPs Lab of Lecce.

Here follows the roadmap for delivering next MEGREC actions.

Table of actions.

ACTION			INVOLVED FUNCTION										
No.	BRIEF DESCRIPTION	DEADLINE	DBM - ALGERIA	DBM - EGYPT (UM)	DBM - GREECE	DBM - ITALY (CHAIRMAN)	DBM - MOROCCO	DBM - SERBIA	DBM - SPAIN	DBM - TUNISIA	ETC	ET	LN
1	exploring best ways to manage collaboration with UNESCO	31 Dec. '06		✓									
2	identification of the OT tentative members	30 Nov. '06	✓	✓		✓	✓		✓	✓			
3	participation to UNEP meeting in Barcelona	20 Nov. '06			✓	✓							
4	ideas and abstracts for QSP projects	30 Nov. '06	✓	✓	✓	✓	✓	✓	✓	✓	✓ ¹		✓ ¹
5a	organize ideas (point 4) and produce a commented resume	15 Dec. '06									✓	✓ ²	✓
5b	examine document (point 5) and approve ideas (point 4)	31 Dec. '06	✓	✓	✓	✓	✓	✓	✓	✓			
5c	preparing QSP applications	Jan.-Feb. '07									✓	✓ ²	✓
6	monitoring FP7 calls and funding programs	Jun. '07									✓	✓ ²	✓
7	fee donor for Arabic countries	May '07		✓									
8	collection of candidatures from organizations of other countries	May '07	✓	✓	✓	✓	✓	✓	✓	✓			
9	letter about MEGREC to Greek Minister for Environment	31 Dec. '06			✓	✓							
10a	devising 4th DB meeting	May '07			✓		✓						
10b	4th DB meeting	June '07	✓	✓	✓	✓	✓	✓	✓	✓			

Gantt diagram - Roadmap for actions until the 4th DB Meeting

ACTION No.	1-15 NOV. '06	16-30 NOV. '06	1-15 DEC. '06	16-31 DEC. '06	1-15 JAN. '07	16-31 JAN. '07	1-15 FEB. '07	16-28 FEB. '07	1-15 MAR. '07	16-30 MAR. '07	1-15 APR. '07	16-30 APR. '07	1-15 MAY '07	16-31 MAY '07	1-15 JUN. '07	16-30 JUN. '07
1																
2																
3																
4																
5a																
5b																
5c							3	3								
6																
7																
8																
9																
10a																
10b																

Abbreviations:

DB: Directive Board
 DBM: Directive Board Member (supported by SEC)
 UM: UNITWIN Management
 OT: Operational Team
 OTC: Operational Team Coordinator
 LN: Laboratory Networking

Notes:

1: With a supporting role
 2: If some OT members will be approved in the meanwhile
 3: Next QSP deadline is expected for Feb. '07 but no exact date was fixed yet.

SIGNATORIES

<p>ALGERIA Prof. Tahar SEHILI Laboratoire des Sciences et Technologies de l'Environnement Université Mentouri – Costantine</p>	
<p>EGYPT Prof. Mohamed Tawfic AHMED Environmental Impact Assessment Unit Suez Canal University</p>	
<p>GREECE Prof. Panayotis A. SISKOS Laboratory of Analytical Chemistry National and Kapodistrian University of Athens</p>	
<p>ITALY Prof. Pietro TUNDO (chairman) Consorzio Interuniversitario Nazionale "La Chimica per l'Ambiente" (INCA)</p>	
<p>MOROCCO Prof. Abdelhak KHERBECHE Université de Fès</p>	
<p>SERBIA AND MONTENEGRO Prof. Teodor AST Faculty of Technology and Metallurgy University of Belgrade</p>	
<p>SPAIN Prof. Carles ESTÉVEZ Institut Univ Ciència i Tecnologia Barcelona</p>	
<p>TUNISIA Dr. Ammar HOUAS Ecole Nationale d'Ingénieurs de Gabés Université de Gabés</p>	