FLOOD & DROUGHT MANAGEMENT TOOLS

Communication strategy

Version 5 – Updated August 2017

gef UNEP DHI IWA the international water association

***A note on using this document**: This communications strategy is intended to guide project participants' communications, both internally and externally: it should be considered a reference not only for communication products related to the project, but also more widely for all communications, including the way project advisors communicate with partners, the way we communicate with third parties, the media etc. It should be considered a living document, one that will be updated every quarter to ensure continued relevance.*

Contents

Overview

Climate change is altering weather and water patterns around the world, causing increased floods in some areas and shortages and droughts in others. These floods and droughts have become increasingly common, more severe, and at the same time, less predictable than they used to be. Simultaneously, population growth, economic development, urbanisation, technology developments and changing land use all influence water availability and flood risk.

The 'Flood and Drought Management Tool' (FDMT) project (http://fdmt.iwlearn.org/) is funded by the Global Environment Facility (GEF) International Waters (IW) and implemented by the United Nations Environment Programme (UN Environment), with DHI and the International Water Association (IWA) as the executing agencies. The project is developing a methodology with tools (understood here as technical applications) which can be applied individually or together at the basin or local level to facilitate the inclusion of information about floods, droughts and future scenarios into Integrated Water Resources Management (IWRM) planning, Transboundary Diagnostic Analyses (TDA) and Strategic Action Plans (SAP), and Water Safety Planning (WSP). The project is being implemented from 2014 - 2018, and 3 pilot basins (Volta, Lake Victoria and Chao Phraya) have been identified for development and testing of tools developed.

The project responds to a growing sense of urgency around the need to improve resilience within transboundary (and national) basins, and for this to become a critical part of water management plans. Consequently, the IW focal area of the GEF has identified the increased frequency and unpredictability of floods and droughts as a priority concern in transboundary contexts, along with the other multiple drivers that cause depletion and degradation of shared water resources.

Based on these issues, the project is designed to develop a methodology for basin organisations and local users (specifically water utilities), which uses tools that allow the integration of information on floods and droughts into planning across scales. The project integrates information on climate variability and change including flood and drought events for planning at both transboundary and national basin and local levels. This is done by providing tools, guidelines and increased capacity for decision makers at different scales.

The project outcomes in the form of tools and guidelines are being tested and validated at both basin (basin organisations) and local levels (water utilities) in 3 different pilot basins; however it will be available for all other GEF IW basins. This also includes training modules available at the end of the project to ensure that methods can be applied to other basins. The aim is to develop an approach that interfaces with existing planning practices and the project will support planning activities related to TDA/SAP, IWRM or WSP.

Communication strategy

Goal

The communications strategy aims to provide guidance on increasing the awareness and understanding of the project goals and objectives amongst a wide range of key stakeholders. The objective is to enable a high level of engagement and participation from stakeholders, as well as to influence a wider audience through the dissemination of project activities and learning. The strategy helps position GEF, UN Environment, DHI and the IWA, and its project partners (stakeholders) as leaders with regards to flood and drought management in relation to their respective project mandates.

The communication strategy also guides project communications, both internally and externally. The strategy is a reference not only for communication products related to the project, but also more widely for all communications, including the way project advisors communicate with partners, the way we communicate with third parties, the media, and other project stakeholders.

The communication strategy is a living document and is updated on a regular basis to ensure its relevance. As the project moves forward, new audiences and stakeholders will be identified, more content (i.e. project outputs, communication material, etc.) developed, new events identified. The strategy is reviewed and, where necessary, updated to ensure continued relevance (e.g. communication material, target audience and how we engage with stakeholders, media outreach, events and the workplan). The amended document is regularly shared with partners and changes are outlined in Annex 4.

Strategies

- Influence basin authorities, municipal and political leaders, water authorities and utilities, urban planners, NGOs, intergovernmental agencies and educational institutions in their understanding and approaches to flood and drought management.
- Raise awareness of the FDMT project among water, land and urban planning professionals working in (transboundary) basins (especially GEF IW basins) and water utilities within these basins through various channels (events, webinars, bilateral meetings, etc.)
- Engage online and offline media who can amplify our messages and project developments, outputs and successes.
- Educate a broader audience on flood and drought issues facing (transboundary) basins around the world.
- Assess what motivates and influences stakeholders, and which channels are most appropriate for communicating to target audiences.
- Promote cooperation within and across scales.

Target audiences

The promotion of the project – framed around informative- and solution-oriented communications materials – will target key stakeholders within transboundary river basins, water sector practitioners and urban planners.

Specifically, our target audiences will include, but is not limited to:

- Basin authorities
- Water utilities, utility managers
- Municipal and political leaders
- Governmental and intergovernmental organisations
- Non-governmental organisations
- Civil Society
- Water industry professionals
- Urban planners
- Land managers
- Educational institutions

Additionally, given the scope of the project and its attention to both risk and potential solutions, the project may be relevant and of interest to a wider audience reached through national and international media outlets. These target audiences will include:

- National, regional and international journalists
- Regulatory agencies

Within the various target groups; certainly within the key stakeholder groups (basin authorities and water utilities), different user categories or types have been identified: i) decision makers, ii) technical staff and, iii) advanced IT or model users. The understanding is that each user type will use and apply the project outputs uniquely.

The aim is to use these user categories for the design of future training courses but also in the design and dissemination of project outputs, as the technical messaging and the specific content of the project outputs need to be tailored to the specific user.

Core content

Our communications begin with content. We are creating original content to support the project both online through the project website and partner websites and offline at meetings, events and conferences using printed materials and presentations. At the same time, we are identifying places to post this information and opportunities for cross-posting on our respective digital channels.

Communication material

Product	Purpose	Promotion	Audience	Monitoring
Factsheet / Information sheet(s)	Factsheets/information sheets have been developed to provide an overview of the project for different audiences and on various topics. The factsheets/information sheets are updated on a regular basis with new developments from the project.	Distribution at local, regional, global meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
• Project information sheet [eng / fr / thai]	Provides a quick means of informing targeted audiences and key stakeholders on the project.	Distribution at local, regional, global meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
• Basin factsheets	Basin factsheets provide a	Distribution at local,	All target audiences	Distribution

Product	Purpose	Promotion	Audience	Monitoring
○ Chao Phraya Basin ○ Lake Victoria Basin ○ Volta Basin	more extensive overview of the pilot basins. The aim is to provide more insight into why management of floods and droughts is essential.	regional, global meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack		statistics Online downloads / Web analytics
• Basin profiles ○ Chao Phraya Basin [eng][thai] ○ Lake Victoria Basin ○ Volta Basin	Basin profiles provide a quick overview of the pilot basin, the impact flood and drought events, existing initiatives, future changes and the key project stakeholders.	Distribution at local, regional, global meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
• Utility information sheet [eng / fr / thai]	Utility information sheet provides an overview of the relevance and application of the DSS at local/utility level.	Distribution at meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	Local / utility level target audience	Distribution statistics Online downloads / Web analytics
• Basin information sheet [eng / fr / thai]	Basin information sheet provides an overview of the relevance and application of the DSS at basin level.	Distribution at meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN,	Basin level target audience	Distribution statistics Online downloads /

Product	Purpose	Promotion	Audience	Monitoring
		project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack		Web analytics
• Drought information sheet [eng / fr / thai]	Drought information sheet provides an overview of how drought tools or functionality is being developed and how they can be used.	Distribution at local, regional, global meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
• Flood information sheet (to be completed) [eng / fr / thai]	Flood information sheet provides an overview of how flood tools or functionality is being developed and how they can be used.	Distribution at local, regional, global meetings, workshops and to key stakeholder. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
Poster	The posters provide an overview on specific topic areas and can be used as promotional material and to explain project outputs.	Distribution at meetings, workshops and to key stakeholder institutions. All target audiences Online access (IW:LEARN, project website, IWA and partner websites,	All target audiences	Distribution statistics Online downloads / Web analytics

Product	Purpose	Promotion	Audience	Monitoring
		stakeholder websites). Distributed also as part of media pack		
• Flood and Drought Management Tools – Project Overview	Provides a quick overview of the project informing viewers on the project approach and geographical focus	Distribution at meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
• Support for Water Safety Planning by the Planning Decision Support System	Provides an overview of how the developed methodology (DSS) will support the implementation of the WSP, in particular describing the water supply system and identifying hazards, control measures and monitoring for each component of the water supply system	Distribution at meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
• Drought Workflow Planning	Provides an overview of how operational drought monitoring system based on near real-time remote sensing data can be used to support decision makers in identifying emerging drought areas	Distribution at meetings, workshops and to key stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack	All target audiences	Distribution statistics Online downloads / Web analytics
• Tools developed for supporting drought	Provides and overview of what indices can be used to	Distribution at meetings, workshops and to key	All target audiences	Distribution statistics

Product	Purpose	Promotion	Audience	Monitoring
management within Thailand	assess a drought situation and how this information can be used for planning.	stakeholder institutions. Online access (IW:LEARN, project website, IWA and partner websites, stakeholder websites). Distributed also as part of media pack		Online downloads / Web analytics
Key Messages	Key messages have been developed to ensure consistency in the communication of project messages by partners and stakeholders.	Distribution restricted to partners but used throughout all communications.	All target audiences	Consistent use across all tools and channels
Project website: http://fdmt.iwlearn.org	The (IW:LEARN) project website is the primary platform where visitors can be directed to find information. It will remain the major communication channel for disseminating information and engaging stakeholders. Web content will include: media materials, blogs, news stories, multimedia products, Q&A, factsheets, basin profiles, relevant resources, events, project outputs (i.e. meeting reports), etc. *NOTE: The website will*	Via social media, communication content and project outputs (e.g. reports, presentations, etc.) contain website url. Promotion can also be done at local, regional, global meetings, workshops and to key stakeholder institutions (for further distribution).	All target audiences	Online downloads / Web analytics

Product	Purpose	Promotion	Audience	Monitoring
	be further developed in the upcoming phase of IW LEARN. It will be a test case to transfer to the new web platform under development by June 2016.			
IW:LEARN Experience notes (briefing notes)	Experience notes will enable the project to share its practical experience, including successful practices, approaches, strategies, lessons and methods that emerge from the project. The experience notes will be developed as briefing notes to share the knowledge and to help influence decision making by improving the understanding of an issue, around flood and drought management, and providing options and recommendations to address the issues.	Published on project website, distributed through the newsletter and published via IW:LEARN channels. Distribution can also be done at local, regional, global meetings, workshops and to key stakeholder institutions (for further distribution).	All target audiences	Online downloads / Web analytics
• Climate resilience and link between the catchment and urban area	Note explaining the importance of utilities addressing issues beyond their mandated boundaries to better plan for hazards owing to climate change (to be developed).	Online and through meetings, workshops and via stakeholder networks	Decision makers – primarily utility level	Online downloads / Web analytics
• DSS and its value for	Note addressing the value of	Online and through	Decision makers –	Online

Product	Purpose	Promotion	Audience	Monitoring
planning around flood and drought management	a DSS for improved planning at different scales in the context of flood and drought management (to be developed).	meetings, workshops and via stakeholder networks	primarily basin level (including government agencies, regulatory agencies, etc.)	downloads / Web analytics
Templates • PPT slides/presentation content	Templates are developed and distributed to project stakeholders. These templates can be used when presenting the project to their partners and stakeholders. This approach will ensure consistency around the communication of the project and its outputs. *NOTE: there is a physical template for the FDMT project and then there are updated project presentations for project stakeholders to use*	Distribution to stakeholders via project newsletters and published on the project website.	Project stakeholders	Use of template by project stakeholders at various events and meetings
Newsletters/magazines	Dissemination tool for project stakeholders, to inform and engage.	Use partner and stakeholder magazines, newsletters and e-newsletters for promotion of project news (e.g. Source, IWA Specialist Group newsletter, project newsletter, IW:LEARN e-Bulletin) Distributed to project	Specific technical/special interest audiences Project stakeholders	Number of articles published Engagement through feedback or sharing via social media

Product	Purpose	Promotion	Audience	Monitoring
		stakeholder contact list (list is updated on a monthly basis)		
• Pre-packaged content for newsletters (see media pack)	To inform and engage a wider audience on the project and the outputs and continue to build interest beyond project stakeholders.	Use partner and stakeholder magazines, newsletters and e-newsletters for promotion of project news.	Specific technical/special interest audiences	Number of articles published Engagement through feedback or sharing via social media
• Project newsletter	To inform and engage stakeholders and a wider audience on new project developments, initiatives and activities around flood and drought management, relevant events, etc.	Project website and partner website and social media (e.g. IWA) Distributed to project stakeholder contact list	Project stakeholders	Number of articles published Engagement through feedback or sharing via social media
Blogs and news • Pre-packaged blog article(s)	Provide an accessible platform for engaging a wider audience on the project; a channel for partners to share their knowledge and experience.	Pre-packaged content shared with project partners and other relevant organisations.	All target audiences	Number of articles used on all partner websites Feedback and sharing via social media Online downloads / Web analytics
Infographic(s) • Developing static and dynamic infographic to convey certain aspects	Easy to use way of disseminating key information, good for digital communication	Share via web and social media through all channels and all partners.	All target audiences	Online downloads / Web analytics and shares via

Product	Purpose	Promotion	Audience	Monitoring
of flood and drought management from catchment to cities. The infographics will be the basis for the development of animated videos on the project outputs and their application by key stakeholders.	channels. Infographics will be outcome oriented and as a vehicle to communicate with technical people and decision makers.			social media
Video(s)	Attractive platform for engaging stakeholders and disseminating information in a more appealing way. Multiple 'thought' pieces from project participants explaining the challenges and opportunities in each basin. A second video will be developed on the application of the DSS.	Promotion through project, partner and stakeholder websites, project newsletter, social media and at local, regional, global meetings, workshops.	All target audiences	Number of interviews, possible reuse on third-party media
• Videos to be developed include (to be confirmed): ○ Overview of the project (under development) ○ Video showing diversity of stakeholders and viewpoints in relation to the DSS (under development) ○ Technical overview of	Series of videos showcasing different stakeholders. The videos will address the problem around flood and drought and the concept of a DSS – they will provide an indication of the importance of planning and how to plan better using a DSS More appealing way to address the problem and how the project will help land, water and urban area	Promotion through project, partner and stakeholder websites, project newsletter, social media and at local, regional and global events (e.g. conference, workshops, meetings, etc.).	All target audiences	Online downloads / Web analytics Shares via social media and partner and stakeholder communication channels

Product	Purpose	Promotion	Audience	Monitoring
specific basins, what are the problems and how the methodology and technical applications can be applied ○ Video footage explaining the functionality of the tools (e.g. tutorials) ○ Short clips ○ Social media video on project outputs (e.g. project overview and technical applications)	managers operating in transboundary river basins to recognise and address the problem within planning. Short clips will be produced addressing specific themes (e.g. Impacts – What are the impacts of flood and drought?; Planning – Why do planning?; Data – What is the importance of data and how is it used?; Utility and planning (WSP) – How are utilities doing planning?; Collaboration – How are organizations collaborating and why is it important?). Social media clips are used to promote the project and its outputs.			
• Animation on project outcomes relating to flood and drought management	Illustrate the benefit of flood and drought management and how project outputs can help planning and making the right decisions to address the issues around flood and drought events The animation offers a simplified visual approach which can communicate the issue and the solution which the project is focusing on The animation will be based on static and interactive infographics being	Promotion through project, partner and stakeholder websites, project newsletter, social media and at local, regional, global meetings, workshops.	All target audiences	Online downloads / Web analytics Shares via social media and partner and stakeholder communication channels

Product	Purpose	Promotion	Audience	Monitoring
	developed.			
Social Media Pre-packaged social media content	Platform for disseminating information to stakeholders and a wider audience, and engaging stakeholders more proactively.	Create social media profile for project, use partner organisation channels. *#floodsanddroughts*	Partner social media users Online Networks Targeted journalists	Sharing of content
• Blog guidelines	Blogging is all about personal perspectives that, by shining a light on complex issues, make the work of the organisation more understandable; it acts to put a human face to the organisation and the issues. Blogging increases the amount of regular, good quality, original material that can be promoted through other channels, particularly social media.	Social media, online	Partner social media users Online Networks	Sharing of content
• Twitter guidelines	Twitter is an easy way to discover the latest news related to subjects you are interested. It is also a quick way to share what you are going with others.	Social media	Twitter	Likes, re-tweets
Media Pack (incl. press release) • Press release, factsheet and information sheet, Q&A, basin profiles, op-ed article, presentation on project overview,	Pre-packaged content for project stakeholders, which can be used for further promotion of the project within project stakeholder network. Required for media outreach and to make the	Delivered to media through media section on website, at events and conferences, and through direct media engagement. Pre-packaged content can also be	Targeted media from trade/special interest and news/business	Media engaged Coverage gained Reuse of tools

Product	Purpose	Promotion	Audience	Monitoring
photos/graphics, etc. *More information on the media pack is provided in the next section*	project understandable and accessible to business and news media.	disseminated to project stakeholders for further promotion of the project within their networks.		
Webinar http://fdmt.iwlearn.org/webinars	Series of technical webinars focusing on innovative approaches to Floods and Droughts planning and management for basins and water utilities. These webinars are primarily based on the outcomes of the ongoing Flood and Drought Management Tools project, but also include guest presentations from external stakeholders and relevant organisations	Share via web and social media through all channels and all partners.	All target audiences	Attendance

Media outreach

Media outreach to target publications including national, regional and international news/business, online news outlets and relevant trade/specialist publications. Select media could be invited to attend country-level activities.

- Develop media pack
    - Newsletter / Website Content
    - Press release
    - Non-exclusive blog post
    - Social media
    - Information sheets, factsheets, basin profiles, partner profiles
    - Video
    - Infographic
    - Animation
    - Magazine articles
    - Project presentation
    - Photos/graphics
    - Briefing notes
- Prepare spokespeople
    - Draft talking points/Q&A for spokespeople

Stakeholder engagement

We have identified relevant stakeholder groups to engage through direct communications, and which can amplify our messages if we provide them with content that can be used to communicate with their audiences through their communications channels (see media pack in Media outreach section).

Different users groups have been identified who will use and apply the tools being developed in the project. The project will continue to engage with the different groups

Three user groups identified include:

1) Decision makers,
2) Technical staff, and
3) Advanced IT or model users.

Sub-categories will include information specifically for basins and utilities, and potentially other stakeholders as needed.

The aim is to use these user groups for the design of future training courses but also in the design and dissemination of the project outputs, as the technical messages and the content of project outputs need to be tailored to the specific user.

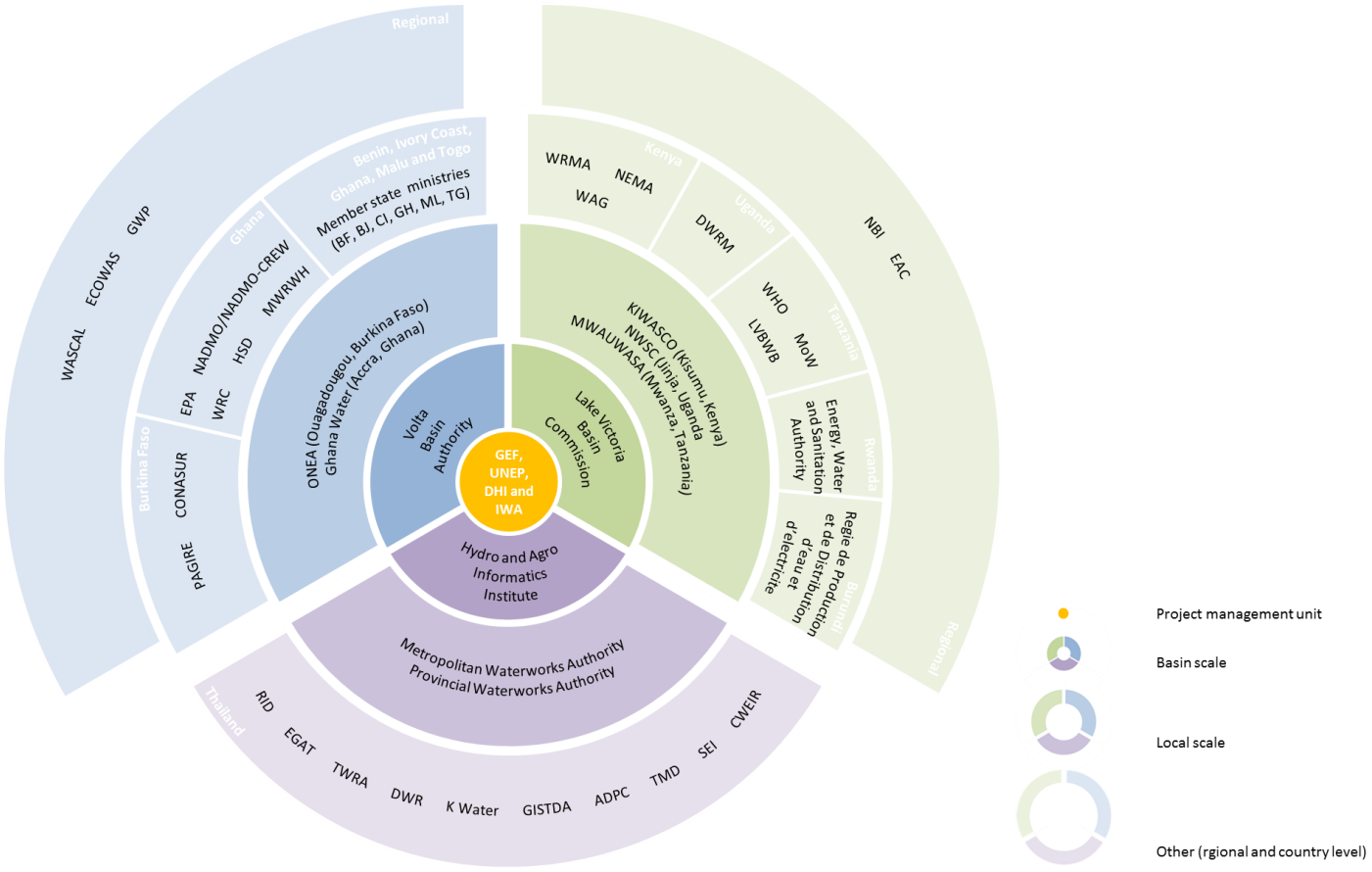
The following table provides a preliminary overview of the different user groups, and their relation with the project outputs.

User group	**How technical tools are understood**	**How technical tools are used**	**How is technical information used?**
Decision makers (e.g. Directors of government departments; Permanent secretaries; Ministers)	As a means to provide scientific information to inform decisions.	Minimally Useful to understand how the information was derived and from where.	Packaged outputs are used to inform decisions about planning, investments, etc.
Technical staff (e.g. water managers)	To enable data integration and produce outputs based on scientifically sound information	Medium Need to understand the functionality and how the tools work to decide when and how	Outputs (e.g. seasonal forecasting) can be used to inform other stakeholders on flood, drought and climate

		to apply (and who will run the tools).	status in a defined area.
Advanced IT or model users	To process and analyse data. Has full understanding of the tools functionality and how they can be applied in different cases to produce different outputs.	Heavily Full understanding of the functionality of the technical tools and how can be applied. Can use DSs to link to different databases and models, and develop different type of outputs as needed.	Directs development of technical outputs to be used by technical staff and decision makers.

Also under development is a package of information, including ready-to-use materials such as blogs, presentations, Q&A, photos, graphics, and social media posts to use with stakeholders and which they can distribute to their audience (see media pack in Media outreach section).

Stakeholders visualisation



Annex 2 provides a list of all stakeholders, their roles and responsibilities and interaction with the project.

Social media & digital promotion

Partners will distribute information about the project via owned social media channels, including global, local, and key stakeholder accounts, and leverage partner networks on Twitter, LinkedIn, Facebook and other social media channels to increase the online conversation around the project.

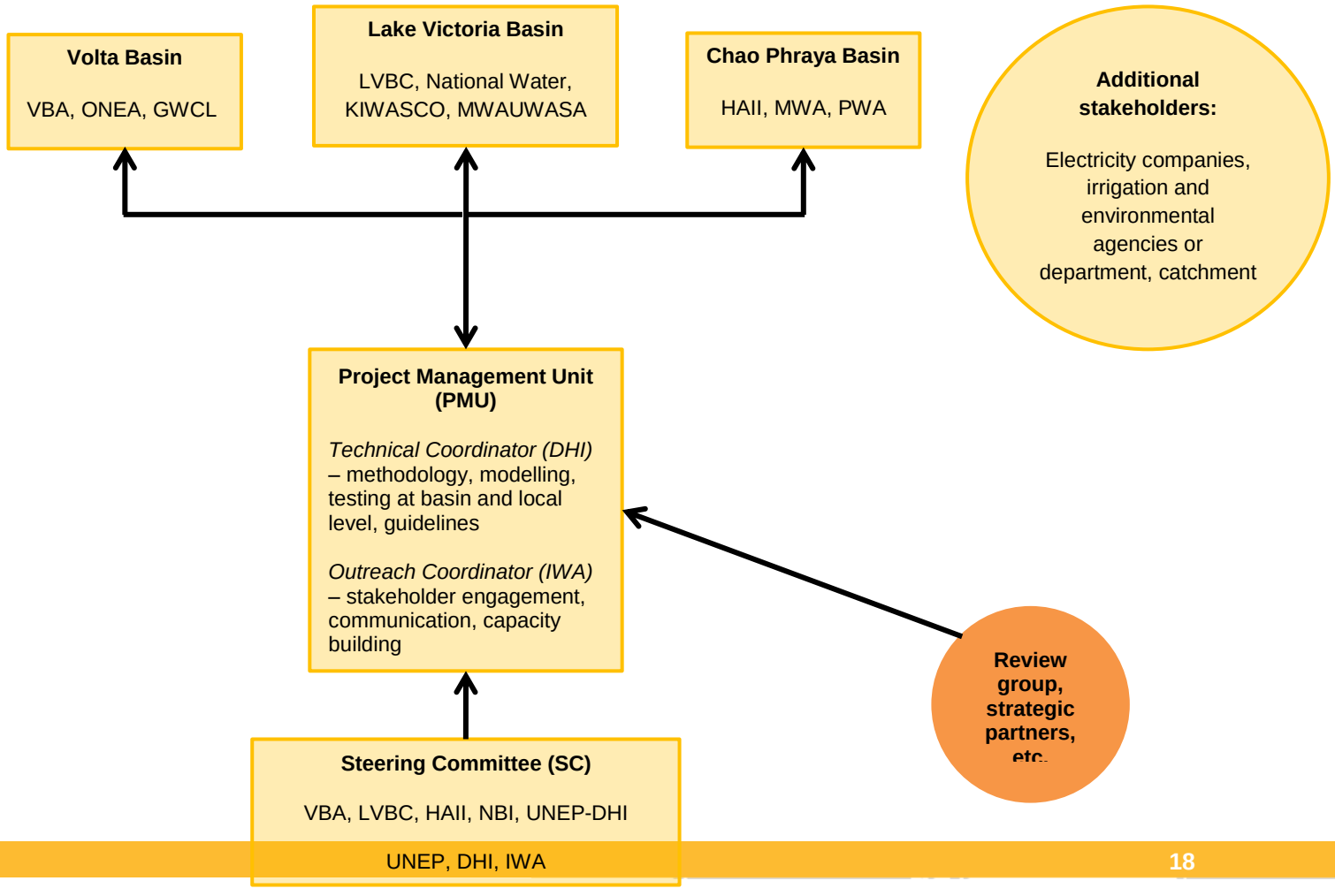
- Use the project hashtag *#floodsanddroughts* on social all social media posts.
- Pre-plan tweets, Facebook and LinkedIn posts that can be pushed through partner channels throughout the course of the project. The key is content: to include promotion of blogs, multimedia content, news, facts and photos from the basins, media coverage, etc. – available as part of the media pack.
- Target key stakeholders on Twitter and tweet at them directly.

Internal communications

The Institutional Framework and Implementation Arrangements are shown schematically in the figure under 'Roles and responsibilities'. The Implementing agency of the Project is UNEP, while DHI, and the International Water Association (IWA) are joint executing partners of project management unit (PMU). A single, three-party Project Cooperation Agreement (PCA) was signed between DHI and IWA for delivery of the project. The PCA outlines the roles and responsibilities of the each of the agencies (UNEP, DHI, IWA) during project implementation.

Agreed messages, Q&A, factsheets, etc. and communications channels apply equally to internal communications. Dropbox is the sharing platform utilised by the project. The PMU will have regular online communication (e.g. skype calls) for updating purposes and to address any challenges (key points or action items from meetings are documented). The PMU is also in constant communication via e-mail.

Roles and responsibilities



Project Steering Committee

The Project Steering Committee (PSC) or Steering Committee (SC) is composed of representatives of the implementing and executing agencies (UNEP, DHI, IWA), and of the pilot basin organisations. These representatives are from LVBC, VBA and HAII.

The SC meets at least once a year and thereafter as frequently as the SC itself deems necessary. The SC reviews the project budget and work programs and provides feedback and policy guidance to the Project Management Unit (PMU) on such matters. Funding for SC business is covered by the project.

The SC is responsible for providing general oversight of the execution of the Project and ensures that all inputs and activities agreed upon in the project document are adequately prepared and implemented.

In particular, the SC:

- Provides overall guidance to the PMU in the execution of the project;
- Ensures that all project activities and outputs are in accordance with the project document;
- Identifies, agrees and facilitates any multi-country activities that would assist with the execution of activities or meeting project objectives; and
- Facilitates the dissemination of relevant project findings and recommendations globally.

Project Management Unit

Owing to the specialised nature of the flood and drought modelling methodologies, the project executing agencies, DHI and IWA, have seconded existing project staff to the project to form the Project Management Unit (PMU). The PMU includes a technical coordinator from DHI and an outreach coordinator from IWA who hold biweekly management meetings. The PMU carries out the day-to-day administration of the project and are responsible to the SC for the project activities, financial accountability, staff welfare and discipline, etc. All communications are copied to both coordinators. Essentially the overall coordination and operation of the project is handled by the PMU, while the SC provides the PMU with strategic guidance on implementation.

The PMU provides the SC with a draft budget review and work plan in sufficient time prior to the annual SC meeting. In terms of regular administrative reporting, the PMU produces joint technical reports for UNEP management. The PMU assists UNEP in preparing the annual Project Implementation Review (PIR). Finally there are a number of management, monitoring and evaluation activities that are planned and supported by the PMU, including a mid-term and final evaluation. The IWA and DHI coordinators communicate separately to UNEP in providing their financial reports.

The DHI technical coordinator is working with a technical support team in DHI to develop and implement the DSS. This includes specification and development of the various tools, technical validation and testing of the tools, and development of technical training material for the technical workshops. Whereas, the IWA outreach coordinator is working with staff within IWA (outreach support team) on relevant tasks such as the design and operation of the website, for the organisation of consultation and outreach conferences, workshops, and special events and for the production of dissemination materials and publications. These content support teams from DHI and IWA report directly to the PMU. The coordinators from DHI and IWA are reporting to their respective line managers. If there are any issues around management, then the managers from DHI and IWA are the first line of consultation.

The DHI technical coordinator coordinates the inputs from the technical team developing the tools and methodology (Component 1, 2 and technical aspects of component 3), whereas the IWA outreach coordinator coordinates the stakeholder engagement, communication and dissemination (Communication and stakeholder engagement items in Components 1, 2, 3 and 4). Within both components there are activities which are undertaken jointly, so close cooperation is required. For

example, in component 0, there were a series of stakeholder consultations at the project inception to incorporate end user needs into the methodology and technical applications[1].

Permanent focal points in the pilot basins (basin facilitators) have been selected among existing staff within the executing agencies that are present in the region. IWA has staff in each of the pilot basins. They have the role of relationship building and ensuring that the basin visits from the coordinators and the support teams are productive. The basin facilitators report directly to the PMU. The PMU liaises with these contact points to organise meetings, identify stakeholders and implement actions on the ground assisted by short-term DHI and IWA staff. DHI will have direct contact with the key stakeholders, but keeping the focal points copied in any communication as they will be in a good position to further support continued cooperation.

The PMU will provide:

- Assistance in networking with Basin Teams and all participating countries;
- Coordination and oversight of the work carried out by project partners;
- Maintenance of project information archives – photos, video, documents, outputs, etc.;
- Appropriate dissemination and publication of materials and outputs from the project; Capturing lessons learned and disseminating them in appropriate formats (project website and links to IW:LEARN, etc.);
- Coordination with the other GEF and non-GEF programs and activities to ensure relevant linkages are made between water projects;
- Coordination with other international, multilateral and bilateral activities among participating countries related to the implementation of the project, including sourcing additional funding to ensure future sustainability of project interventions;

Financial reports will be provided separately by DHI and IWA, but there will be joint technical reports from the PMU.

Review group

The Review Group consists of local, regional and international professionals with knowledge and expertise on the development and application of decision support tools in water management, as well as training on the use of a DSS and communication of the outputs. The Review Group aims to contribute to the wider engagement of external expertise in the Flood and Drought Management Tool project. The group was initiated by the PMU to independently evaluate and review the technical outputs from the project, in particular the functionality of the DSS and the relevance with respect to flood and drought issues on different scales. Their contribution will help validate target project outputs.

The Review Group will be asked to:

- Review the intervention strategy, which includes feedback on:
    - Selection of pilot studies (at least 6) used to define and develop the functionality of the DSS.
    - Developed methodologies, describing how the DSS could be applied on specific issues related to flood and drought management.
    - Design and functionality of the DSS with respect to its ability to support key planning processes at basin and local level
    - Global relevance and applicability of the developed DSS

- Review training and capacity building documentation for stakeholders, which includes feedback on:
    - Stakeholder interaction and communication during the project
    - Awareness workshops and other events targeting decisions makers in the pilot basins
    - Developed training materials on applying the DSS
    - The communication strategy

The PMU also initiated a WSP Review Group, specifically asked to:

[1] Referred to then as the decision support system.

- Provide feedback and comments on the proposed tools and their outputs for each WSP module
- Provide suggestions on additional tools that would be relevant
- Provide insight into whether there are existing tools/approaches which could complement the proposed DSS and the technical tools
- What data is realistically available in utilities (as inputs)
- Suggestions on how the outputs could be effectively used by utilities
- Suggestions on who should attend trainings / workshops to ensure continuity at the utility level.

The review group is being asked for feedback using a variety of mechanisms:

- Through technical workshops (where review group members take part)
- One on one discussions to provide inputs into specific aspects of the DSS
- Webinars (live and recorded)to explain and receive feedback on the tools being developed

Communications workplan

See Annex 1

Events

Month	Date	Event	Location
2014			
January			
February			
March			
April			
May			
June			
July			
August	20-29	Stakeholder Consultation – Volta Basin	Ouagadougou, Burkina Faso / Accra, Ghana
September	21-26	IWA Water and Development Congress & Exhibition	Lisbon, Portugal
	15-19	Stakeholder Consultation – Lake Victoria Basin	Kisumu, Kenya
October	06-10	Stakeholder Consultation – Chao Phraya Basin	Bangkok, Thailand
November	23-24	Inception Phase Meeting	Bangkok, Thailand
	24-26	Regional Seminar on Challenges and Responses to Extreme Climatic Events	Bangkok, Thailand
December			
2015			
January			
February	08-10	The New Developments in IT & Water Conference	Rotterdam, the Netherlands
March	02-03	1st Project Steering Committee Meeting	Kisumu, Kenya
	22	World Water Day	Geneva, Switzerland
April	12-17	7th World Water Forum	Daegu, Korea
May	25-29	WSP Training	Cape Coast, Ghana
June			
July			
August	23-28	World Water Week	Stockholm, Sweden
September	~~28~~	~~Awareness Workshop~~	~~Ouagadougou, Burkina Faso~~
	30	Awareness Workshop: Understanding the value of a DSS	Accra, Ghana
October	18-22	IWA Water and Development Congress & Exhibition	Dead Sea, Jordan
November	02-06	Amsterdam International Water Week	Amsterdam, the Netherlands
	23	Flood and Drought Symposium	Bangkok, Thailand
	24-26	Technical Training	Bangkok, Thailand
December			
2016			
January	~~25-26~~	~~2nd Steering Committee meeting~~	~~Ouagadougou, Burkina Faso~~
	~~27-29~~	~~Technical Training and Awareness Workshop~~	~~Ouagadougou, Burkina Faso~~
	26-29	Technical Training	Kisumu, Kenya
February	08-12	Technical Training and Awareness Workshop	Accra, Ghana
March	02-04	European River Symposium 2016	Vienna, Australia

Month	Date	Event	Location
	09-13	8th GEF Biennial International Waters Conference	Negombo, Sri Lanka
	30-01	2nd Project Steering Committee Meeting	Bangkok, Thailand
April	25-28	Global Water Safety Conference	Palawan, Philippines
May			
June			
July	18-22	6th Africa Water Week	Dar es Salaam, Tanzania
August	23-24	1st Asian Science and Technology Conference for Disaster Risk Reduction	Bangkok, Thailand
September	05-06	From data and information to planning: Part 1	Yangon, Myanmar
	13-14	6th Workshop on Water and Climate Change Adaptation in Transboundary Basin	Geneva, Switzerland
	14-15	IDMP Advisory and Management Committees meetings	Geneva, Switzerland
October	04-06	Mekong Delta workshop	Hanoi, Vietnam
	09-14	IWA World Water Congress & Exhibition	Brisbane, Queensland, Australia
November	29	Permanent Expert Group for Hydrological and Meteorological Issues in the Sava River Basin	
December	6-9	From data and information to planning: Part 2	Bangkok, Thailand

*events with strike through were either postponed or cancelled due to unforeseen circumstances

Key messages

Communication priorities are:

- The **urgency of the situation** (stating the need for the project)
- Identified **need to build resilience** (outlining the solution required)
- That **cooperation** within and amongst countries is essential (stakeholders and their desired attitude identified, FDM&T project positioned as 'bridge' connecting them)
- Water managers **recognise and address the situation** (concrete outcome identified, goal set.)

Urgency of the situation

The impact of climate change on water management is one of the most critical risks facing our world; urgent action is needed if we are to avoid the devastating consequences of flood and droughts.

- Climate change is altering weather and water patterns. Floods and droughts are increasingly severe and less predictable. Globally, large numbers of people are at risk and need to adapt to this reality;
- Climate change is amplified by population growth, economic development, urbanisation, technology developments and changing land use, which affect water availability and flood risk;
- There is an urgent need to plan better to prevent and prepare for the expected impact on human welfare, ecosystems and economies;
- This project will improve our ability to address the increased frequency, magnitude and unpredictability of floods and droughts.

Identified need to build resilience

The consequences of severe floods and droughts are increasingly devastating for millions of people. Building resilience enables communities to prepare and adapt to future challenges.

- Better water management results in more resilient communities, ecosystems and economies;
- Cooperation and information sharing between governments and other decision makers leads to better planning, improves water management and reduces flood and drought impacts from local to transboundary level;
- Enabling river basin managers and water utilities to access and share information catalyses cooperation and planning, builds resilience to future floods and droughts, and protects water resources;
- The project will improve the ability of land, water and urban area managers operating in transboundary river basins to recognise and address the increased frequency, magnitude and unpredictability of floods and droughts.

Identified need for cooperation

There is a growing recognition among countries, basin organisations and water end-users, such as utilities, of the urgency to cooperate and share information to build resilience towards floods and droughts.

- Flood and drought risks are magnified in transboundary river basins when two or more countries share a water source, or within countries, when stakeholders do not share information;
- Uncertainty and lack of information increases flood and drought impacts on people, ecosystems and economies. This project is a bridge between and within countries to mitigate these risks;
- The integration of data through a package of technical applications or tools to provide consolidated information to land, water and urban managers to assist them in making evidence-based decisions to prepare for water-related risks at basin and local levels;
- The project will improve the ability of land, water and urban area managers operating in transboundary river basins to recognise and address the increased frequency, magnitude and unpredictability of flood and drought events.

Water managers recognise and address the situation

Climate change is only one of many factors impacting floods and droughts. To deliver resilient solutions, governments, urban, land and water planners must consider all factors.

- Population growth, economic development, urbanisation, technology developments and changing land use all influence water availability and flood risk;
- Recognising and addressing the implications of floods and droughts is critical to protect vulnerable communities, global supply chains, regional stability and economic performance;
- The package of technical applications or tools is a key mechanism for understanding flood and drought vulnerability from a climate change perspective, it aims to improve decision making to reduce risks and mitigate the consequences;
- Technical applications or tools will facilitate the integration of scientifically sound information into flood and drought planning; it aids the estimation of future water demand and availability, and the delivery of Integrated Water Resources Management (IWRM) planning, Transboundary Diagnostic Analyses (TDA) and Strategic Action Plans (SAP), and Water Safety Planning (WSP).

Annex 1 – Workplan

See “FDMT Communications workplan_20170807”

Annex 2 – Stakeholder overview

Volta Basin

Organisation	Country	Main Responsibility	Interaction with the Project
Volta Basin Authority (VBA) http://www.abv-volta.org/	Basin organisation	Transboundary watershed management organisation promoting implementation of integrated water resources management	Key stakeholder. Knowledge of WRIS, and leading organisation in the TDA/SAP process.
West African Science Service Center on Climate Change and Adapted Land Use (WASCAL) https://icg4wascal.icg.kfa-juelich.de/	West Africa organisation	Strengthens the research infrastructure and capacity in West Africa related to climate change	Knowledge on climate models and hydraulic models for flood and drought. The project should engage with WASCAL.
Economic Community of West African States (ECOWAS) http://www.wrcu.ecowas.int/	West Africa	WRCC is the technical department within the ECOWAS framework of coordination and monitoring of water resources within West Africa.	Disseminate results and information through ECOWAS as its well connected to the countries
National Office for Water and Sanitation (ONEA) http://www.oneabf.com/	Burkina Faso	The National Office for Water and Sanitation (ONEA) is the state company responsible for drinking water and sanitation services	Further collaboration on tools for water availability and water budget
International Union for the Conservation of Nature (IUCN) http://www.iucn.org/fr/propos/union/secretariat/bureaux/paco/	Burkina Faso	Conservation NGO which has worked with VBA on water governances	Keep informed of the project.
Global Water Partnership (GWP) http://www.gwp.org/	West Africa	The Global Water Partnership (GWP) is an international network open to all organisations working for better water security.	Further coordination with GWP-WMO on the Integrated Drought Management programme. Initiate contact to WMO.
National Committee for Emergency Assistance and Rehabilitation (CONASUR)	Burkina Faso	CONASUR is in charge of the implementation of rehabilitation programmes following periods of crisis (including flood and drought).	Providing information on historical floods and related damage
Ghana Water Company Limited (GW) http://www.gwcl.com.gh/	Ghana	A state-owned limited liability company responsible for planning and development of water supply systems in urban communities	Need further discussions to understand coordination

National Disaster and Management Organisation (NADMO) http://www.nadmo.gov.gh/	Ghana	Government agency that is responsible for the management of disasters as well as other emergencies	Keep informed of the project
National Disaster and Management Organisation (CREW project) http://crewghana.wordpress.com/	Ghana	Project aims to build capacities within the country to reduce disaster risk by putting in place an integrated early warning system that is both scientific and people-centred	Might produce relevant information for the project
Hydrological Services Department (HSD) http://www.mwrwh.gov.gh/	Ghana	Responsibility for monitoring all rivers and surface water bodies in Ghana, providing engineering consultancy services in hydrology, water resources, drainage engineering, sewerage engineering, coastal engineering and related fields. Under the Ministry of Water Resources, Works and Housing	Provide real time system and surface water information. Tools for evaluating the impact from Bagre dam.
Water Resource Commission (WRC) http://wrc-gh.org/en/	Ghana	Mandate is to regulate and manage Ghana's Water Resources and co-ordinate government policies in relation to them. Under the Ministry of Water Resources, Works and Housing	Responsible for catchment planning. Need for a follow up visit.
Ghana Irrigation Development Authority (IDA) http://www.gida.gov.gh/	Ghana	Formulate, develop and implement irrigation and drainage plans for all year round agriculture production in Ghana. Under the Ministry of Food and Agriculture	Collaboration on tools for water demand and allocation (AquaCrop or CropWat)
Environmental Protection Agency (EPA) http://www.epa.gov.gh/	Ghana	Agency under the Ministry of Environment, Science Technology and Innovation dedicated to continuously improving and conserving the country's environment.	Follow up visit with the climate and remote sensing group at EPA, to discuss collaboration

Lake Victoria Basin

Organisation	Country	Main responsibility	Interaction with the Project
Lake Victoria Basin Commission (LVBC) www.lvbcom.org/	Basin organisation	Coordinates the various interventions on the Lake and its Basin; and serving as a centre for promotion of investments and information sharing among the various stakeholders.	Key stakeholder. WRIS knowledge, but currently no models or DSS.
Nile Basin Initiative (NBI)	Basin organisation	A regional intergovernmental partnership that seeks to	Extensive knowledge of DSS, will be included as a learning

www.nilebasin.org		develop the River Nile in a cooperative manner, share substantial socio-economic benefits and promote regional peace and security	basin
Directorate of Water Resources Management, Ministry of Water and Environment, Uganda http://www.mwe.go.ug	Uganda	Set national policies and standards, managing and regulating water resources and determining priorities for water development and management	To be kept informed
National Environment Management Authority, Kenya www.nema.go.ke	Kenya	A government parastatal established to regulate environment issues.	Responsible for environmental regulation
Lake Victoria Basin Water Board http://www.maji.go.tz/basins/nine.php	Tanzania (Basin organisation)	There are 9 water basins for the purposes of water resources administration and management.	Follow up meeting required
Mwanza Urban Water Supply & Sanitation Authority http://www.mwauwasa.org/	Tanzania	Autonomous -government owned- operating authority providing reliable and safe drinking water to Mwanza City, and disposal of wastewater.	Planning experience, mainly focusing on the inlet location
National Water & Sewerage Corporation http://www.nwsc.co.ug/	Uganda	A public utility company 100% owned by the Government of Uganda, providing water and sanitation services in urban areas.	The project will collaborate with the office in Jinja. Specific requests for flood and drought support. Interested in WRIS and identification of hot spots. Mainly WQ focus.
Ministry of Water, Tanzania http://maji.go.tz/	Tanzania	Ministry responsible for sustainable management and development of water resources for social and economic development in Tanzania	To be kept informed
WHO www.who.int	Tanzania	Related to the project – Developing guidance on Climate-resilience water safety planning	To be kept informed
Water Resource Management Authority http://www.wrma.or.ke/	Kenya	The Water Resource Management Authority (WRMA) is a state corporation leading on water resources management. It has regional offices based on drainage basins (catchment areas), and Water Resource User Associations (WRUAs) at the local level.	To be kept informed
Kisumu Water and Sewerage Company Limited http://www.kiwasco.co.ke/	Kenya	KIWASCO is a subsidiary company of the Municipal Council of Kisumu with the objective of providing water and sewerage services which generates sufficient revenue to sustain operations.	Operator and does not perform planning. Need to coordinate with NEMA
Water Action Group	Kenya	WAG is a community based	To be kept informed

		entity; affording the consumers a voice on matters pertaining to water access, quality/safety, affordability etc.	
Lake Victoria Water Services Board http://www.lvswaterboard.go.ke/	Kenya	Lake Victoria South Water Services Board is a State Corporation which provides water and sanitation services in their area of jurisdiction.	Need follow up meeting

Chao Phraya Basin (Thailand)

Organisation	Main responsibility	Interaction with the project
Hydro and Agro Informatics Institute (HAII) http://www.haii.or.th/	Advisor for agricultural and water resources management	Basin representative (key stakeholder). Strong knowledge of DSS and modelling
Royal Irrigation department (RID) www.rid.go.th/eng/	Irrigation planning and management within Thailand	Knowledge of models, real time systems and planning. Strong stakeholder in Chao Phraya.
Electricity Generating Authority Thailand (EGAT) www.egat.co.th/en/	Hydropower generation and water allocation from the main reservoirs	Responsible for reservoir releases. Dry and wet season planning. Potential end user for the project.
Thailand Water Resources Association http://www.dwr.go.th/twra/main.htm	Local NGO promoting river basin organisations	To be kept informed
Department of Water Resources (DWR) www.dwr.go.th/	Responsible for basin commissions, as well as surface water resource	To be kept informed.
K water http://english.kwater.or.kr/	Korean consultancy company involved in water projects in Thailand	No ongoing projects. To be kept informed.
Metropolitan Waterworks Authority (MWA) http://www.mwa.co.th/ewtadmin/ewt/mwa_internet_eng/main.php?filename=index	Water supply for Bangkok	Utility end-user with strong technical capabilities.
Geo-informatics and space technology development Agency (GISTDA) http://www.gistda.or.th/gistda_n/en/	Data supplier to Thai government institutions for remote sensing data	Remote sensing provider.
Asian Disaster Preparedness Centre (ADPC) http://www.adpc.net/igo/	Non-government consultancy and research institute	Climate modelling and some knowledge of hydraulic models.
Thai Metrological Department (TMD) http://www.tmd.go.th/en/	Meteorological data, forecast and climate projections	Climate data provider. Climate modelling capabilities.
Stockholm Environmental Institute (SEI) http://www.sei-international.org	Non-government consultancy and research institute	WEAP developer. The project will look at weAdapt.
CWEIR, King Mongkut's university of Technology	Academic Institute with expertise on DSS development and knowledge of models	DSS development and knowledge of models. Close collaboration with RID.
International Union for	Work with government and	Contact with local stakeholders. To be

Conservation of Nature http://www.iucn.org/about/union/secretariat/offices/asia/asia_where_work/thailand/	local stakeholders	kept informed.
Provincial Water Authority http://en.pwa.co.th/	Water supply for provinces outside of Bangkok	Utility end-user. Follow up needed.
Office of Natural Resources and Environmental Policy and planning (ONEP) http://www.onep.go.th/index.php	Agency under the Ministry of Natural Resources and Environment establishing policies and plans for conservation and management of natural resources and the environment	To be kept informed

Annex 3 – Inventory of communications outputs

Below is an overview of the communication outputs pertaining to the project.

Factsheet / information sheet

- Project factsheet (English)
  - English
  - French
  - Thai
- Drought information sheet
- Flood information sheet
- Utility information sheet
  - English
  - French
  - Thai
- Basin Information sheet
  - English
  - French
  - Thai
- Basin profiles
  - Chao Phraya Basin [eng] [thai]
  - Lake Victoria Basin
  - Volta Basin
- Basin factsheet (extended)
  - Chao Phraya Basin
  - Lake Victoria Basin
  - Volta Basin

Project newsletter

- Vol. 1
- Vol. 2
- Vol. 3
- Vol. 4
- Vol. 5
- Vol. 6
- Vol. 7
- Vol. 8
- Vol. 9
- Vol. 10
- Vol. 11
- Vol. 12

Webinars

- Use of satellite data for drought and flood management (Technical presentation)
- Drought management today - cases from Asia
- Drought early warning and assessment, experiences from Africa
- Water Safety Plans – a risk management approach from catchment to consumer
- The challenges and experiences in developing multi-objective basin plans

Blogs

- http://www.iwa-network.org/blog2/learning-to-live-with-water-in-the-chao-phraya
- http://www.iwa-network.org/blog2/as-our-environment-changes-we-should-too

- http://fdmt.iwlearn.org/en/news/first-impressions-mapping-flood-and-droughts-for-better-preparedness-and-planning / http://www.iwa-network.org/blog2/first-impressions-mapping-flood-and-droughts-for-better-preparedness-and-planning-
- http://www.iwa-network.org/blog2/in-an-uncertain-world-planning-for-floods-and-droughts-is-critical
- http://www.iwa-network.org/blog2/floods-and-droughts-the-new-normal-driving-transboundary-water-cooperation
- http://fdmt.iwlearn.org/en/news/strengthening-the-data-policy-link-to-address-climate-change
- http://fdmt.iwlearn.org/en/news/new-weapons-for-water-management
- http://fdmt.iwlearn.org/en/news/why-measure-introducing-the-water-indicator-application
- http://fdmt.iwlearn.org/en/news/a-different-type-of-complain-for-a-changing-climate

News items

- http://fdmt.iwlearn.org/en/news/flood-and-drought-management-tools-project-gathers-valuable-insights-from-basin-stakeholder-consultations
- http://fdmt.iwlearn.org/en/news/pilot-basin-stakeholders-convene-in-thailand-bangkok
- http://fdmt.iwlearn.org/en/news/stakeholder-meeting-takes-place-in-ouagadougou
- http://fdmt.iwlearn.org/en/news/gef-funded-flood-drought-management-tools-project-kicks-off
- http://fdmt.iwlearn.org/en/news/pearl-at-the-international-workshop-201cresilience-just-do-it-governing-for-resilience-in-vulnerable-places201d
- http://fdmt.iwlearn.org/en/news/visit-at-ziga-dam-burkina-faso-august-2014
- http://fdmt.iwlearn.org/en/news/psc-visit-governor-of-kisumu-1
- http://fdmt.iwlearn.org/en/news/adapting-to-climate-change-focus-on-disaster-risk-prevention-with-a-long-term-perspective
- http://fdmt.iwlearn.org/en/news/why-planning-for-floods-and-droughts / http://www.iwa-network.org/news/why-planning-for-floods-and-droughts
- http://fdmt.iwlearn.org/en/news/water-utilities-and-the-vagaries-of-weather
- http://fdmt.iwlearn.org/en/news/spatial-and-temporal-variation-of-pollutant-concentrations-in-the-napoleon-gulf-and-its-feeder-streams-lake-victoria-in-jinja-uganda
- http://fdmt.iwlearn.org/en/news/kwasco-experience-in-the-water-safety-planning-development-and-implementation-and-the-significance-of-the-f-d-dss-tool-in-the-implementation-process
- http://fdmt.iwlearn.org/en/news/flood-and-drought-management-tools-project-at-haii
- http://fdmt.iwlearn.org/en/news/dss-status-by-june-6th-2015
- http://fdmt.iwlearn.org/en/news/why-planning-for-floods-and-droughts
- http://fdmt.iwlearn.org/en/news/vba-hosts-3rd-project-steering-committee-in-akosombo-ghana
- http://fdmt.iwlearn.org/en/news/from-data-and-information-to-planning
- http://fdmt.iwlearn.org/en/news/FDMT-Water-Indicator-application
- http://fdmt.iwlearn.org/en/news/fdmt-issue-analysis-application

Press release

- http://www.iwa-network.org/press/why-planning-for-floods-and-droughts

IW:LEARN (e-bulletin, website, news)

- http://fdmt.iwlearn.org/en/documents/gef-iw-learn-e-bulletin/view
- http://old.iwlearn.net/websitetoolkit/e-bulletin/newsletter/gef-iw-learn-e-bulletin-may-2015
- http://iwlearn.net/iw-projects/4533/news/fdmt-newsfeeds/bf96c77dae791e6c98eed44da2bd348d
- http://news.iwlearn.net/planning-for-the-future
- http://news.iwlearn.net/why-measure-introducing-the-water-indicator-application

FDMT at events

The project has taken (and will continue to take) part in a number of international and regional events including:

- International Conference on Drought | 10-13 March 2015 | Valencia, Spain –
  - Decision support system for drought management in a transboundary, Bertrand Richaud and Oluf Jessen
    - Presentation
    - Paper
- 7th World Water Forum | 12-17 April 2015 | Daegu & Gyeongsangbuk, Republic of Korea
  - Decision Support for Risk Prevention, Dr. Michael Butts
    - Presentation
- Resilient cities, February 2015, Bangkok, Thailand
- IWA Development Congress & Exhibition, 18-22 October 2015, Jordan
  - Managing floods and droughts across scales
  - From catchment to consumer
- European River Symposium 2016, March 02-04 2016, Vienna, Australia
- 8th GEF Biennial International Waters Conference, 09-13 March 2016, Negombo, Sri Lanka
- Global Water Safety Conference, 25-28 April 2016, Palawan, Philippines
- 6th Africa Water Week, Dar es Salaam, Tanzania (18 - 22 July 2016)
- 1st Asian Science and Technology Conference for Disaster Risk Reduction, Bangkok, Thailand (23-24 August 2016)
- 6th Workshop on Water and Climate Change Adaptation in Transboundary Basins, 13 to 14 September 2016, Geneva, Switzerland
- IDMP Advisory and Management Committees meetings, Geneva, 14 to 15 Sep 2016
- From data and information to planning: Part 1 – 5 to 6 September 2016 – Yangon, Myanmar
- Mekong Delta workshop – 4 to 6 October 2016 – Hanoi, Vietnam
- IWA World Water Congress & Exhibition, 09-14 October 2016, Brisbane, Queensland, Australia
- Permanent Expert Group for Hydrological and Meteorological Issues in the Sava River Basin, November 29, 2016
- From data and information to planning: Part 2 – 6 to 9 December 2016 – Bangkok, Thailand

Annex 4 – Summary of applied changes

Content area	Applied changes
Overview	Revised text to reflect current approach and keep consistent with other reporting
Communication strategy	Revised text
Goal	UNEP to UN Environment
Strategies	No change
Target audience	River Basin Authority to Basin Authority
Core content	No change
Communication material	Addition of new products, updating of links and updating timeline
Media outreach	Updated
Stakeholder engagement	Revised text
Stakeholder visualisation	No changes
Social media & digital promotion	Revised text
Internal communications	Addition of communication channels (skype and e-mail)
Roles and responsibilities	Strategic partners included Diagram adjusted
Communications workplan	Workplan updated to reflect work for 2017
Events	Catalogue of events updated
Key messages	Minor edits
Stakeholder overview	No changes
Inventory of communications outputs	Addition of newly developed communication material (e.g. factsheet / information sheet, project newsletter, blogs, news items and events with FDMT presence / contribution