



« ISO/TC 207 SC4 WG5

ETV

Date:
2013-05-22**Doc. Number:**
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ISO/TC207/SC4/WG 5 N 001

Draft agenda for the first meeting

From 2013-06-25 to 2013-06-26

and practical informations



NOTICE OF MEETING / DRAFT AGENDA CONVOCATION / PROJET D'ORDRE DU JOUR	
Date	2013-05-06
Reference	ISO/TC207/SC4/WG 5 N 001

Title of / Titre du TC 207/SC 4/WG 5 Environmental management - Environmental technology verification

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Secretariat / Secrétariat AFNOR	MEETING / RÉUNION Meeting dates / Dates de la réunion 2013-06-25 from 08.30 to 18.00 2013-06-26 from 08.30 to 18.00
Host / Invitant BOBS Botswana Bureau of Standards	Place / Lieu *

P- and O-members are invited to inform the secretariat of the committee concerned, within one month of the receipt of this notice of meeting, of their intention to be represented at the meeting, the approximate number of their delegates and their need for interpretation.

Whenever possible, the names of delegates (or observers) and the name of the head of the delegation should also be sent to the secretariat of the committee concerned at least one month before the opening of the meeting.

Les membres (P) et (O) sont invités, dans un délai d'un mois à partir de la réception de la présente convocation, à faire connaître au secrétariat du comité concerné leur intention d'être représentés à la réunion, le nombre approximatif de leurs délégués et leur besoin en matière d'interprétation.

Dans la mesure du possible, une liste indiquant les noms des délégués (ou observateurs), ainsi que le nom du chef de la délégation, devrait également parvenir au secrétariat concerné un mois au moins avant l'ouverture de la réunion.



ISO/TC 207/SC 4/WG 5 N 001

DRAFT AGENDA

1.	Opening of the meeting, 25 th June - 8:30	
2.	Roll call of experts	
3.	Adoption of the agenda	N 001
4.	Meeting objectives	
5.	Presentation of international initiatives on ETV	
6.	Presentation of schedule developpement of ISO 18634	
7.	Presentation of the Working Draft	N 002
8.	Discussion on the preparation of the next steps (contributions expected, etc.)	
9.	Time and place of next meeting	
10.	Any other business	
11.	Closure of the meeting, 26 th June – 18 :00	



Meeting	Attendees	Thursday June 20			Friday June 21			Saturday June 22			Sunday June 23			Monday June 24			Tuesday June 25			Wednesday June 26			Thursday June 27			Friday June 28		
		M	A	E	M	A	E	M	A	E	M	A	E	M	A	E	M	A	E	M	A	E	M	A	E	M	A	E
		1	2	3	1	2	3	1	2	3	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Chair's Advisory Group (CAG)	30																											
Chair's office	5																											
CAG Markets Task Force	20																											
CAG Stakeholder Forum	20																											
CAG Portfolio Task Force (OPEN TO CAG MEMBERS ONLY)	20																											
Climate Change Task Force (Tentative)	0																											
Developing Countries Contact Group	30																											
Spanish Translation Task Force	5																											
Arabic Translation Task Force	5																											
TCG – Terminology Co-ordination Group	10																											
TCG – Terminology Co-ordination Group (office)	5																											
Working Group 8 - Material-flow Cost Accounting	15																											
Working Group 9 - Combating Land Degradation/Desertification	20																											
SC1 - Environmental management systems	60																											
SC1 WG5 - ISO 14001 Revision	60																											
SC1 WG5 - ISO 14001 Revision (breakout room 1)	25																											
SC1 WG5 - ISO 14001 Revision (breakout room 2)	25																											
SC1 WG6 - ISO 14004 Revision	40																											
SC2 - Environmental auditing and related investigations	25																											
SC2 - Ad hoc Group	25																											
SC3 - Environmental labelling	30																											
SC3 - Task Group - Revision of ISO 14020 series of standards	25																											
SC3 - Task Group - Review of Scope of ISO/TC 207/SC 3	25																											
SC4 - Environmental performance evaluation	25																											
SC4 - WG on ETV	25																											
SC5 - Life cycle assessment	40																											
SC5 WG8 - Water Footprinting	70																											
SC5 WG9 - Critical Review	30																											
SC5 WG10 - LCA for Organizations	30																											
SC5 Ad-hoc Group on Scope	15																											
SC7 - Greenhouse gas management and related activities	60																											
SC7 WG1 - GHG Verifier Competency	60																											
SC7 Ad Hoc Group on Measurement and Reporting	20																											

Legend

Morning sessions from 08:30 to 12:30.

Afternoon sessions from 14:00 to 18:00.

Evening sessions from 19:00 to 22:00.

Plenary sessions



Secretariat – Standards Council of Canada
Secretary – Erik Veldman, CSA Group

Details for the 20th ISO/TC 207 Plenary: Gaborone, Botswana

Dear ISO/TC 207 Members,

By way of follow-up to the ISO/TC 207 N1061 – Notice of Meeting (circulated 9 October, 2012) it is my pleasure to provide you with additional details. Please find below useful information regarding the 20th ISO/TC 207 Plenary being held at the Gaborone International Convention Centre, Gaborone, Botswana from 24-28 June of 2013. Our hosts from Botswana Bureau of Standards (BOBS) have provided a website for the plenary with meeting details and a registration service. Please go to the website and register at your earliest convenience.

Website link: http://www.bobstandards.bw/isoTC207/login_page.html

Username: **Botswana**

Password: **BobsIso2013**

PLEASE NOTE: The username and password are “Case Sensitive” so you must enter them exactly as they are above.

The meeting schedule available from the website may not reflect recent changes to the draft schedule. Please refer to the ISO/TC 207 N-doc for the official meeting schedule.

I look forward to seeing you in Botswana.

Kind regards,

Erik Veldman

ISO/TC 207 Secretary

Email: erik.veldman@csagroup.org

Tel: +1 613-565-5151 x59230



Message from the Managing Director

It is with pleasure that I welcome you to Botswana as the host of the 20th ISO/TC 207 Plenary Meetings. The Botswana Bureau of Standards will be hosting an international technical committee meeting for the first time. We therefore hope your interaction with us will be fruitful and memorable.

Botswana is a semi-arid country and faces many environmental challenges such as water scarcity, exacerbated by climate change, and a variety of environmental threats including land degradation. To deal with these challenges, the Botswana Government has put in place laws and policies related to environmental and resource management these include National Conservation Strategy, Water Master Plan and is currently working on the Draft Forestry Policy.

As a nation, we embrace the opportunity to host the 2013 ISO/TC 207 Plenary meetings that bring forth experts who through their dedication and experience devise solutions by establishing international standards for the ever changing technological, economic, and societal challenges that we face globally. Botswana will benefit from the use of these standards as it implements its laws and policies.

We look forward to hosting you in Botswana for this exciting week of exchange of knowledge. While in Botswana please take note of sounds and sceneries that our Beautiful Botswana has to offer. Visit the Okavango and experience nature at its best.

We look forward to being your host.

Managing Director
Mrs. Masego B.B. Marobela

WE WELCOME YOU - RE A LO AMOGELA!

PULA!!!

ISO / TC 207 Meeting Contact Person

Mrs. Keakantse Chabo

Manager - Information Services

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Fax: (+267)3903120

Email: chabo@bobstandards.bw

Our country Botswana

Geographic Information

Botswana is centrally located in the heart of Southern Africa and its surface area is 581730 square kilometres. It is a land-locked country dominated in geographical terms by the Kalahari Desert - a sand-filled basin averaging 1,100 meters above sea level. The country lies between longitudes 20 and 30 degrees east of Greenwich and between the latitudes 18 and 27 degrees approximately south of the Equator. Botswana is bordered by Zambia and Zimbabwe to the northeast, Namibia to the north and west, and South Africa to the south and southeast. At Kazungula, four countries - Botswana, Zimbabwe, Zambia and Namibia - meet at a single point mid-stream in the Zambezi River. The Chobe River runs along part of its northern boundary; the Nossob River at its southwestern boundary; the Molopo River at its southern boundary; and the Marico, Limpopo and Shashe Rivers at its eastern boundaries. With the exceptions of the Okavango and Chobe areas in the north, the country has little permanent surface water. The country is situated in the Southern African region and about two-thirds of Botswana lies within the Tropics; it is bisected by the Tropic of Capricorn (the imaginary line of latitude which is 23° 30' south of Equator) just south of the town of Mahalapye. This is the most southern latitude where the sun is directly overhead at noon. This happens on December 22nd, the longest day of the year in this hemisphere.



Currency

Botswana's unit of currency is the Pula (P), which is divided into 100 Thebe (t). The word 'Pula' means rain and 'thebe' means shield. The shield appears on the national coat of arms. Bank notes come in denominations of P10, 20, 50, 100, 200 and coins in denominations of 5t, 10t, 25t, 50t, P1, P2, and P5. Major credit cards, including Visa, MasterCard, American Express and Diners Club, are accepted widely. Most hotels and lodges accept foreign currency. There are also Exchange bureaus at major cities and border posts. Credit card cash advances are available in major cities through Barclays Bank, First National Bank or Standard Chartered Bank. Cash transfers are easiest through Western Union money transfer.

Health Tips

Compared to the rest of Africa, Botswana is not a risky place to visit from a health perspective. In spite of this, there are certain precautions visitors should take even though there are no legal requirements for taking these precautions. Botswana requires no inoculations except for visitors from yellow fever zones.

Climate

Botswana's climate is semi-arid. Though it is hot and dry for much of the year, there is a rainy season, which runs through the summer months. Rainfall tends to be erratic, unpredictable and highly regional. Often a heavy downpour may occur in one area while 10 or 15 kilometers away there is no rain at all. Showers are often followed by strong sunshine so that a good deal of the rainfall does not penetrate the ground but is lost to evaporation and transpiration.

Seasons

The summer season begins in November and ends in March. It usually brings very high temperatures. However, summer is also the rainy season, and cloud coverage and rain can cool things down considerably, although only usually for a short period of time. The winter season begins in May and ends in August. This is also the dry season when virtually no rainfall occurs. Winter days are invariably sunny and cool to warm; however, evening and night temperatures can drop below freezing point in some areas, especially in the southwest. The in-between periods - April/early May and September/October - still tend to be dry, but the days are cooler than in summer and the nights are warmer than in winter.

Rainfall

The rainy season is in the summer, with October and April being transitional months. January and February are generally regarded as the peak months. The mean annual rainfall varies from a maximum of over 650mm in the extreme northeast area of the Chobe District to a minimum of less than 250mm in the extreme southwest part of Kgalagadi District (see the map for districts). Almost all rainfall occurs during the summer months while the winter period accounts for less than 10 percent of the annual rainfall. Generally, rainfall decreases in amount and increases in variability the further west and south you go.

Temperature

Summer days are hot, especially in the weeks that precede the coming of the cooling rains, and shade temperatures rise to the 38°C mark and higher, reaching a blistering 44°C on rare occasions. Winters are clear-skied and bone-dry, the air seductively warm during the daylight hours but, because there is no cloud cover, cold at night and in the early mornings. Sometimes bitterly so - frost is common and small quantities of water can freeze.

About Botswana Bureau of Standards

Following the adoption of the Standards Act by parliament in 1995, Botswana Bureau of Standards (BOBS) became a Parastatal in April 1997 as envisaged in the Act. It is governed by a 12 member Standards Council, appointed by Minister of Trade & Industry. BOBS is the official body responsible for all issues related to standardization and quality assurance at the national level. BOBS is also a full member of the International Organization for Standardization (ISO) and the national contact point for all SADC programmes and Standardization and Quality Assurance.

BOBS was formed with the primary objectives of formulating Botswana standards and co-ordinating quality assurance activities in Botswana with mission to improve the quality of life of the citizens of Botswana.

BOBS offers technical services in the areas of standardization, testing of goods, certification of products, industrial & trade metrology, quality management systems, environmental management systems, information and training. BOBS is also a member of the World Trade Organization (WTO).

BOBS Head Office

Physical Address

Plot No. 55745,
Block 8,
Main Airport Road.

Postal Address

Private Bag B0 48,
Gaborone
Botswana

Tel: (+267) 3903200

Fax: (+267) 3903120

Toll Free Number: (0800 600 900)

E-mail: infoc@hq.bobstandards.bw

Website: www.bobstandards.bw

Francistown Office

Physical Address

Insurance House,
Plot No. lots 13393/4/5
Second Floor

Postal Address

Private Bag F465
Francistown

Direct line: 2416232
Switchboard: 2416233
Fax: 2416251

Accommodation

Peermont Walmont (Conference Venue)

Telephone: +267 3637777
Fax: +267 3916582
E-mail: reservation@grandpalm.bw or metres@grandpalm.bw
Contact: Cadice Selato
Room Rates: P1695.00 / P1870.00
Website: www.grandpalm.co.za

Peermont Metcourt (Conference Venue)

Telephone: +267 3637777
Fax: +267 3916582
E-mail: reservation@grandpalm.bw or metres@grandpalm.bw
Contact: Cadice Selato
Room Rates: P780.00 / P900.00
Website: www.grandpalm.co.za

Lansmore A Lonrho Hotel

Telephone: +267 3159954
Fax: +267 3915713
E-mail: reservation@lansmore.com or belinda@lansmore.com
Contact: Belinda Mmolawa or Botho Mogami
Room Rates: P1365.00 / P1575.00 / P1865.00
Website: www.lonrhothotels.com/content/lansmore-masa-square

Travel Lodge

Telephone: +267 3105000
Fax: +267 3924082
E-mail: reservation@travelodge.co.bw
Contact: Lesego Mokopakgosi or Lizzy Moeng
Room Rates: P659.00 / P790.00
Website: N/A

Planet Lodge

Telephone: +267 3910116
Fax: +267 3910118
E-mail: admin@planetlodges.com
Contact: Amo
Room Rates: P593.00 / P653.00 / P713.00
Website: www.planetlodges.com

Sedibeng Lodge

Telephone: +267 3186669

Fax: +267 3907289

E-mail: kmothobi@yahoo.com; reservations@sedibenglodge.co.bw;
bookings@sedibenglodge.co.bw

Contact: Kefilwe

Room Rates: P480.00 / P650.00 / P794.00

Website: www.sedibenglodge.co.bw

(the prices are just indicative)

VISA Requirements

Please download the Visa Application Form and contacts for Botswana Diplomatic Missions from the Plenary website.

There are 20 diplomatic missions in 17 countries around the world where VISA applications can also be made: Australia, Belgium, Brazil, China, Ethiopia, India, Japan, Kenya, Namibia, Nigeria, South Africa (Pretoria, Johannesburg, Cape Town), Sweden, Switzerland, United Kingdom, United Nations(New York), Zambia and Zimbabwe.

Who is eligible to apply for this service?

All Citizens of Commonwealth countries do not require VISA **except** those from Bangladesh, Ghana, India, Nigeria, Pakistan, and Sri Lanka. Foreign nationals whose countries have signed a VISA Abolition Agreement with Botswana are also not required to apply for a VISA.

List of countries whose nationals/citizens do not require a VISA for entry into Botswana.

- All Commonwealth countries (*except for Bangladesh, Ghana, India, Nigeria, Pakistan and Sri Lanka*).
- Argentina
- Austria
- Belgium
- Brazil
- Bulgaria
- Chile
- Czech Republic
- Costa Rica
- Croatia
- Denmark
- Dominican Republic
- Estonia
- Federal Republic of Germany
- Finland
- France
- Greece
- Holy See
- Iceland
- Israel
- Italy
- Japan
- Latvia
- Liechtenstein
- Luxembourg
- Mexico
- Monaco
- Netherlands
- Norway and Colonies
- Paraguay
- Peru
- Poland
- Portugal
- Republic of Ireland
- Romania
- Russian Federation
- San Marino
- Slovak Republic
- Slovenia
- South Korea
- Spain
- Sweden
- Switzerland
- United States of America
- Uruguay
- Venezuela

- Zimbabwe

NB: All countries that are not listed require VISA for entry into Botswana.

Places of Interest in Gaborone

Gaborone is popularly known as Gabs City or GC....

Named after Chief Gaborone of the Batlokwa tribe, Gaborone is the capital city of Botswana. It is a typical 'best of both worlds' city with vibrant Tswana and African culture merged with modern and western lifestyle.

Visit the following website to get more information about Gaborone City.

Gaborone City website: <http://www.gaboronecity.com/>

Exploring Botswana

Experience the stunning beauty, the unimaginable vastness, the isolation and other-worldliness, the astoundingly prolific wildlife of the best kept African secret - Botswana.

Places of attraction in Botswana.

Visit the following website to get more information.

Botswana Tourism website: <http://www.botswanaturism.co.bw>

Useful Links

Botswana Bureau of Standards: www.bobstandards.bw

Botswana Government: www.gov.bw

Air Botswana: www.airbotswana.bw