

29TH ANNUAL MEETING OF THE  
INTERNATIONAL ASSOCIATION FOR IMPACT ASSESSMENT  
17-22 MAY 2009  
ACCRA INTERNATIONAL CONFERENCE CENTER  
ACCRA, GHANA

**IAIA**

# IMPACT ASSESSMENT AND HUMAN WELL-BEING

## PRELIMINARY PROGRAM AND CALL FOR PAPERS AND POSTERS

### HOSTED BY

Ministry of Local Government, Rural Development and Environment (MLGRDE)  
Environmental Protection Agency (EPA)  
International Association for Impact Assessment-Ghana (IAIA-Ghana)

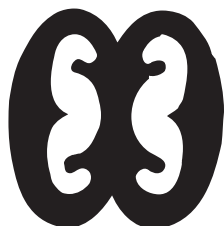
### IAIA09 PREMIER SPONSOR



### HOST ORGANIZATIONS



IAIA09  
Accra, Ghana



*Adinkra Symbol of Unity  
and Human Relations*

**IAIA-GHANA**

# WAYS TO PARTICIPATE



## IAIAo8 participants said:

- Loved the conference—best I’ve been to!
- Really enjoyed the discussive and interactive nature of most of the sessions.
- Outstanding organisation, management, and program.



## Table of contents

Ways to participate	2
About IAIA	2
Invitation to attend	4
Conference theme	5
Conference overview	6
Abstract submission information	8
Technical program information	9
Technical program: theme forums	10
Technical program: concurrent sessions	12
Training courses	18
Technical visits	24
Special networking activities & events	26
Section activities	28
Sponsors & exhibitors	29
Students & mentors	30
Capacity building stipend announcement	31
Conference information	32
General information	33
Registration form	34
About the hosts	35

## IS THIS YOUR FIRST, 5TH, OR 29TH IAIA CONFERENCE?

What an opportunity waits for you! Where else can you gather to hear perspectives in impact assessment from 90+ nations—all in one place? Be prepared for some out-of-the-box thinking, applying solutions developed across the world to your little corner of it. And, because impact assessment is such a dynamic field, you are sure to learn something new every year.

### WHO WILL BENEFIT FROM IAIAO9?

- Corporate, industry, and foundation leaders
- Practitioners and users of IA
- Government agency staff
- Educators, trainers, and students
- Policy makers and decision makers
- Consultants
- Legislators
- All others with an interest in impact assessment

### WHY SHOULD YOU ATTEND IAIAO9?

- **Networking:** expand and maintain contacts with your peers, clients, and those who conduct, evaluate and require IAs.
- **Education:** explore current best practice principles, recent tools and techniques.
- **Options:** choose from numerous and diverse training courses, theme forums, technical visits, and over 80 sessions ranging from interdisciplinary approaches to topic-specific workshops.
- **Inspiration:** attend and participate in stimulating and thought-provoking discussions.
- **Innovation:** learn about cutting-edge IA theory and practice from around the world.
- **Dissemination:** present your work and receive international feedback.
- **Enjoyment:** participate in social events and IAIA’s annual banquet.

### WHY ARE IAIA CONFERENCES SPECIAL?

- IAIA is the only international, interdisciplinary conference dedicated to the art and science of impact assessment ... *the only one.*
- Exclusive mix of high-level speakers representing many areas of expertise and interest.
- A very participatory conference: numerous in-depth workshops, roundtables, Q&A sessions, forums, and concurrent sessions mean you can participate actively and present your work and ideas.
- Access to training, papers, publications, tools, techniques, and case studies.

### MEMBERSHIP BENEFITS

If you pay the non-member conference rate, you automatically become an IAIA member and can immediately enjoy membership benefits, including:

- **Electronic subscription** to IAIA’s quarterly journal, *Impact Assessment and Project Appraisal (IAPA)*, plus IAIA’s monthly e-news and quarterly newsletter, packed with the latest IA news.
- **Networking tools**, including a searchable membership directory, access to listserv discussion groups, a learning exchange and more—so international expertise is only a click away.
- **Valuable publications and reference materials**, including past conference proceedings, EIA Index of Web sites, and a multilingual glossary of impact assessment.
- Discounted rates on job postings at Career Central ([www.iaia.org](http://www.iaia.org)).
- **And more!**

### ABOUT IAIA

The **International Association for Impact Assessment** was organized in 1980 to bring together researchers, practitioners and users of various types of impact assessment from all over the world. IAIA members number over 2,500 and reside in over 100 countries. IAIA activities are carried out locally and regionally through its extensive network of Affiliates and Branches.

**IAIA’s Vision:** IAIA is the leading global network on best practice in the use of impact assessment for informed decision making regarding policies, programs, plans, and projects.

**IAIA’s Mission:** IAIA provides the international forum for advancing innovation and communication of best practice in all forms of impact assessment to further the development of local, regional and global capacity in impact assessment.

**IAIA’s Values:** IAIA promotes the application of integrated and participatory approaches to impact assessment, conducted to the highest professional standards.

IAIA believes the assessment of the environmental, social, economic, cultural and health implications for proposals to be a critical contribution to sound decision-making processes, and to equitable and sustainable development.

# WAYS TO PARTICIPATE

- Register for a training course
- Submit an abstract for a paper or poster
  - Be inspired by the keynote speeches
    - Attend the AGM
- Submit a topic on site for the Indaba
  - Be a sponsor or exhibitor
- Visit the posters and exhibits
- Participate in a technical visit
  - Network during breaks
- Simply attend and enjoy the conference!

## TRAINING COURSES

IAIAog offers a wide range of exceptional pre-meeting training courses, with several one- or two-day options on 17-18 May. See page 18 for course descriptions and registration information.

## SPECIAL AND SOCIAL EVENTS

Social events such as the opening reception, banquet, dine outs, and more provide wonderful networking opportunities, local color, a chance to meet new people and to connect with long-time friends. Plan to participate in as many of these events as you can fit into your week in Accra.

## OPENING SESSION

The opening session at IAIAog will be a highlight of this conference.

## POSTER SESSION AND EXHIBITS

Every conference sees an increasingly sophisticated presentation of posters and professional exhibitions. IAIAog will not disappoint. Information for poster presenters is on page 8 and for exhibitors on page 29.

## THEME FORUMS

Theme forums are “cut-above” presentations and discussions which draw together major threads of the conference theme. Descriptions of the proposed forums begin on page 10.

## CONCURRENT SESSIONS

IAIA’s special-interest Sections call for conference theme-related papers and posters; additional paper and poster topics have also been submitted. See page 12, and please note the invitation to contribute to the program.

## INDABA

IAIA provides space for impromptu discussions and “pop-up” topics in unanticipated/unscheduled areas of interest. “Indaba” sessions, from a concept first introduced at IAIA95 in South Africa, are held at the end of each day, with the opportunity to “schedule” your topic throughout the day. The informality and spontaneity guarantee a lively end to each day’s sessions.

## COMMITTEES AND SECTIONS

Much of the cutting-edge work of IAIA is the direct result of Committee and Section activity, and the only chance for members to meet throughout the year is at the annual conference. See the IAIA Web site for information about the Committees and topical-interest Sections. Everyone is welcome to attend a Section meeting. Check the final program schedule for meeting times and plan to attend the Section meeting of your choice. If you are interested in serving on an IAIA Committee, please contact [info@iaia.org](mailto:info@iaia.org).

## ANNUAL GENERAL MEETING (AGM)

This is the annual business meeting of the Association. All meeting participants are encouraged to attend. You will meet the IAIA Board of Directors and hear reports from IAIA Committee chairs and the treasurer. The prestigious IAIA Rose-Hulman Award is presented at the AGM.

## COUNCIL MEETING

The IAIA Council serves as an advisory resource to the IAIA Board of Directors. The Council is composed of the Board, all Committee chairs, representatives of affiliates and branches, the CEO and Headquarters representatives, and the conference program chairs for the current-year conference and any future known conferences. However, Council meetings are open; all IAIA members are encouraged to attend.

## WELCOME TO IAIA

This session is for any member who wants to know more about the organization, its history, and how it works; anyone interested in participating in IAIA as a Committee or Section member; and any new or prospective Board members.

## TECHNICAL VISITS

See page 24 for the variety of IAIAog technical visit options. Technical visits are offered before and after the conference proper, providing multiple opportunities to participate.

## CLOSING PLENARY

How can you integrate the dozens of ideas, topics, challenges and debates of the past week? How can you apply lessons learned to the way forward in impact assessment? Come and listen, participate, be motivated, and even entertained.

## AWARDS

IAIA’s awards are presented throughout the conference. Who will win the coveted Global Environmental Award this year? And all of the other prestigious honors associated with the annual IAIA awards?

## STIPENDS

For participants from developing countries, a limited number of capacity building stipends may be available. See page 31 for more information.

## GREEN YOUR TRAVEL

IAIA takes steps to reduce the impact of our conferences, such as limiting printed materials, contracting with venues that provide green programs, using bulk servings, and more. See the IAIAog Web page (Helpful Links > Green Travel) for carbon offset program suggestions to green your travel.

## AND MORE...

See the pages which follow for details and check the IAIA Web site for continuing updates ([www.iaia.org](http://www.iaia.org)).

# INVITATION TO ATTEND



*Osagyefuo Amoatia Ofori  
Panin II, Okyenhene*

**AKWAABA**, you are welcome to meet the warm, friendly and hospitable people of Ghana. You will have the unique opportunity to have a glimpse and taste a bit of the Golden Experience: gold, cocoa (golden pod), wildlife, beaches, and the distinct craft work of a proud and colorful culture.

The environment is our heritage which we leave behind for future generations. It is therefore imperative that we take care not to misuse it selfishly while we enjoy its benefits today. I therefore believe that as environmental professionals, you have a responsibility to ensure the environment is managed well. Your focus on human well-being is appropriate and desirable, and I hope as you plan to evaluate the tools at your disposal, you will keep in mind how your work contributes to eradication of poverty and improved human well-being.

I believe you can bring your collective experience to address current global environmental challenges of climate change, pollution, diminishing biodiversity and unsustainable consumption and production practices.

We are eager to receive you and ensure you enjoy every bit of your brief stay. Thank you.

**Osagyefuo Amoatia Ofori Panin II, Okyenhene**  
Chairman, Management Board  
Environmental Protection Agency



*Jonathan Allotey*

**The Local Steering Committee, the Environmental Protection Agency (EPA) and the Ghana Affiliate of IAIA under the auspices of the Ministry of Local Government, Rural Development and Environment** are happy and proud to host all participants to IAIAog.

Ghana EPA, being the oldest in Africa, established immediately after the United Nations Conference on the Human Environment in June 1972 in Stockholm, Sweden, has been in the forefront to ensure best practices in environmental management and is happy to share experiences with environmental assessment professionals.

We believe environmental efforts are for the benefit of humanity and thus to remind all that the focus of the first global conference on the environment was the Human Environment, we have chosen the theme "Impact Assessment and Human Well-Being." This is to draw attention and focus on the need to overcome some challenges faced in the practice of impact assessment for almost four decades and also create awareness that impact assessment is a valuable tool for the benefit of mankind and can help in the quest for sustainable development.

We look forward to receiving all participants for an enriching encounter in addressing this issue and also offer you an opportunity to taste a bit of the golden experience in Ghana.

**Jonathan A. Allotey**  
Chair, Steering Committee



*Sachihiko Harashina*

**Please accept my invitation** to attend IAIAog in Accra, Ghana. The theme of the meeting both touches us all in the work we do and is the primary reason for the work we do: Impact Assessment and Human Well-Being. I know that you will want to share your work and challenges related to this theme. I look forward to your contributions and participation in this conference.

If you have not been to Accra, the city will hold many surprises and many wonderful memories. Accra is a bustling, warm (literally and socially) city with much true African color as well as much 21st century activity. The hospitality and food are superb—but watch out for anything you eat that has tiny little red or white peppers! I know about the power of those peppers and the friendliness and diversity of the city because I attended an IAIA midterm Board meeting there in 2001. I recommend the experiences of Accra with great enthusiasm.

The Board meeting in 2001 was hosted by our IAIAog hosts, members and leaders of IAIA-Ghana. I know our IAIAog hosts are tirelessly working towards the success of IAIAog and will make it the professional highlight of your year. It is my pleasure to invite you to come to Accra in May 2009. See you there!

Best regards,  
**Sachihiko Harashina**  
IAIA President

# CONFERENCE THEME

## IMPACT ASSESSMENT AND HUMAN WELL-BEING

The first principle of the Rio Declaration on the Environment and Development states that "Human beings are the centre of concerns for sustainable development. They are entitled to a healthy and productive life in harmony with nature."

Two decades earlier, the first global conference on the environment was on the human environment. This places human well-being at the heart of development. A number of the Rio Principles relate to impact assessment and human-well being in the development process. References are made to the poor, most environmentally vulnerable, developmental and environmental needs of present and future generations, quality of life, participation of concerned citizens, victims of pollution and environmental damage, and harm to human health. The Declaration calls for action with focus on women, youth, indigenous people and their communities and other local communities, people under oppression, domination and occupation.

Human well-being is defined as the extent to which individuals have the ability to live the kind of lives they may have reason to value as well as the opportunities people have to achieve what they can actually do or be. Human well-being (quality of life) is an important concern in socio-economic development.

The Millennium Ecosystem Assessment (2005) indicates that the constituents of well being include:

- Security
  - Personal safety
  - Secure resource access
  - Security from disasters
- Basic materials for good life
  - Adequate livelihood
  - Sufficient nutritious foods
  - Shelter
  - Access to goods
- Health
  - Strength
  - Feeling well
  - Access to clean air and water
- Good social relations
  - Social cohesion
  - Mutual respect
  - Ability to help others
- Freedom of choice and action
  - Opportunity to be able to achieve what an individual values doing and being

A large part of well-being involves aspects which can be easily measured (standard of living, amount of money and access to goods and services). Other aspects are difficult to measure (freedom, happiness, art, environmental health and innovation).

The environment contributes to human well-being in a number of ways: provision of food, fresh-water, fiber and energy. In addition, the environment provides services such as purification of air and water, protection from disasters and provision of medicines.

The protection of the natural assets provided by the environment requires the coordinated efforts of governments, businesses and international institutions, through policy choices on investment, trade, subsidy, taxation and regulation.

Impact assessment professionals through their work can help promote human well-being by helping in conservation and sustainable use of ecosystems. Impact assessment is not just about management tools but involves people and their aspirations.

The conference will highlight the linkage between impact assessment and human well-being, and impact assessment professionals through the various programmes are expected to build and improve on the knowledge base of the links between ecosystem services and human well-being and develop tools for mainstreaming ecosystem services into development and economic decision making.

# CONFERENCE OVERVIEW

- The conference will formally commence on Tuesday, 19 May 2009.
- Training courses and any pre-conference special meetings will be offered 17-18 May.

**\* TENTATIVE PROGRAM OVERVIEW**  
Check the final program for confirmed dates, times, and events.

	Pre-conference Saturday 16 May	Pre-Conference Sunday 17 May	Pre-Conference Monday 18 May	Confere Tu 19
07:30				
08:00		Registration for training courses and technical visits	Registration	IAPA editorial board meeting
08:30				
09:00		Training courses	Training courses	Opening
09:30		Technical visits A Wetlands/Castles Depart 07:00*	Technical visits A Wetlands/Castles (continued)	
10:00				
10:30		Technical visits B Volta/Akosombo 08:00-17:00*	Technical visits D Old Accra 09:00-16:00*	Br
11:00				Theme
11:30		Technical visits C Aburi Botanic Garden 08:00-17:00*	Technical visits E Tema Export Processing 09:00-17:00*	
12:00				Poster
12:30				
13:00				
13:30				
14:00		Registration for training courses and technical visits		Lu Buffet
14:30				Concurr
15:00	Registration for training courses and technical visits			
15:30				
16:00				Br
16:30				Concurr
17:00				
17:30				
18:00				Welcome
18:30				
19:00				
19:30 onward				

**\* IMPORTANT INFORMATION ON TECHNICAL VISITS**  
Times are approximate. Start times and the location of departures will be confirmed.

# PROGRAM OVERVIEW

- Diverse social activities and technical visits will be available throughout the conference.

- The opening reception will take place Tuesday, 19 May, and the conference banquet will take place Thursday, 21 May.

Conference Day 1 Tuesday 19 May	Conference Day 2 Wednesday 20 May		Conference Day 3 Thursday 21 May		Conference Day 4 Friday 22 May	Post-Conference Saturday 23 May			
							07:30		
							08:00		
Registration opens	Registration opens		Registration opens		Registration opens	Post-conference technical visits depart  F Mining & Environment Depart 06:00*  G Northern Sector Depart 07:00*	08:30		
Opening plenary	Exhibits & posters	Theme forums	Exhibits & posters	Theme forums	Concurrent sessions		09:00		
Break		Break		Break			09:30		
Forums		Concurrent sessions		Concurrent sessions	Closing plenary		10:00		
Session		AGM and Rose-Hulman Award Presentation		Council			10:30		
Lunch of Ideas		Lunch		Lunch			11:00		
Concurrent sessions		Concurrent sessions		Concurrent sessions			11:30		
Break		Break		Break	Oil for Development Capacity Building Program Session		12:00		
Concurrent sessions		Concurrent sessions		Concurrent sessions			12:30		
Break		Break		Break			13:00		
Concurrent sessions		Concurrent sessions		Concurrent sessions			13:30		
Reception		Section meetings		Indaba	Committee meetings		Indaba	Exhibits & posters teardown	14:00
									14:30
									15:00
							15:30		
					16:00				
					16:30				
					17:00				
					17:30				
					18:00				
					18:30				
					19:00				
	Dine Outs		Banquet			19:30 onward			

# ABSTRACT SUBMISSION INFORMATION

## PAPER AND POSTER SUBMISSION INFORMATION

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### Abstract submission deadline

31 January 2009

### Presenting author registration deadline

28 February 2009

### Language

English

### Send submissions online

*Only materials sent online will be reviewed by the program committee.*

Follow the abstract submission instructions at [www.iaia.org](http://www.iaia.org) > IAIAog > Submissions.

### Acceptance and registration

Presenting authors will be notified on or before 15 February 2009 regarding the status of their submissions.

*To guarantee inclusion of the presentation on the final program, the presenting author's registration form and full fees must be received at IAIA Headquarters by 28 February 2009.* At that time, accepted submissions will be dropped from the program if the presenting author's registration and fees have not been received.

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## ABOUT POSTERS

Posters are a creative and popular alternative to the oral presentation of a paper. In a poster session, there is no formal oral presentation; instead, each author is assigned a display area on which diagrams, graphics, data, pictures/photos, and a small amount of text are presented. The poster should be self-explanatory, but the author should be available at certain times, such as refreshment breaks and during the dedicated poster session, to interact with viewers and answer questions.

IAIA recognizes excellence in poster presentations by selecting Best Poster (Judges' Choice) and Best Poster (Public Choice) during the conference. Winners are acknowledged throughout the conference with ribbons on the poster designating their "Best" status, and authors are awarded certificates and listed in the newsletter. Authors may also be invited to publish their poster papers in *Impact Assessment and Project Appraisal*.

### GUIDELINES FOR POSTER PRESENTERS

Each poster presenter is assigned one space on a flat, upright panel. Presenters are required to use the panels provided by IAIA and to provide the materials to put their posters in place (e.g., blue gum or removable double-sided tape) and to hold handouts (e.g., a large envelope). If you need more than one poster space, contact IAIA HQ by 1 April 2009 for price information. Posters will be on display from Tuesday, 19 May until Friday, 22 May.

### TIPS FOR POSTER PREPARATION

- Include a large-print heading with the title of the poster, author's name, and contact details.
- Make all lettering visible from 2.5 meters.
- Be visually clear and inviting. Have illustrations simple and bold.
- Be concise. Use outline form and minimize text (personal discussion will elaborate).
- Be accessible in language—avoid jargon and abbreviations.
- Make viewing sequence reader-friendly (use arrows, numbers, headings).
- Vary spatial use (color, texture, graphics, open space).
- Supplement data with a handout of your abstract or project statement.
- High-tech is not essential, but a very high standard of clarity and visibility is vital to convey your message.

Please do not display typed pages from a conference paper (these are not appropriate in poster format), clutter all of the space (not inviting), or leave preparation to the last minute! Posters that do not meet minimum quality guidelines may be eliminated from display by the program committee. Advertising is not permitted. Additional poster preparation information and judging guidelines are available on the IAIA Web site ([www.iaia.org](http://www.iaia.org) > IAIAog).

## GUIDELINES FOR CONCURRENT SESSION PAPER PRESENTERS

Many papers will be presented during the concurrent sessions. In order for all presenters to have an opportunity to speak, and to allow time for the speakers and audience to discuss the topics, please note the following presentation guidelines:

- Your key messages or discussion points should be clear and well formulated.
- Limit the number of messages/discussion points (4 points or less).
- IAIA recommends that you take with you to your session approximately 30 copies of a one-page bulleted outline of your presentation that also includes your contact information. During your presentation, this handout will facilitate communication with delegates whose native language is not English, and it will allow individuals to contact you following the conference. (Please note that you are responsible for supplying your own materials. Because of high rental costs that would necessarily be passed on to all delegates in the form of higher registration fees, IAIA does not provide copying, printing, computers or other business services on-site, and business services are not available at AICC.)
- Your speaking time is limited and agreed up front and will depend on the format of your session. The chair is instructed to give you a sign near the end of your paper. When your time is up, you will be requested to stop speaking out of respect for your fellow speakers, your audience, the chair and the organizers.
- Remember, you do not have to use a PowerPoint presentation—a well-prepared oral presentation can be just as effective!
- Limit the use of PowerPoint presentation to six easily readable slides at the most. Each slide should contain no more than six bullets, each preferably not containing more than six words. Remember and please stick to the 6 - 6 - 6 rule.
- Practice your presentation consistent with these guidelines beforehand, and arrive well prepared!

### PROCEEDINGS

- IAIA plans to publish full conference proceedings online following the conference. Submission of full papers is encouraged but optional; full papers will be requested by approximately two months prior to the conference. Your session chair will contact you regarding submission of your full paper or other materials (e.g., poster abstract or PowerPoint presentation) as details become available.



# TECHNICAL PROGRAM

## TECHNICAL PROGRAM

The technical program for IAIAog is structured into topic streams that address broad aspects of impact assessment theory and practice. Each individual theme forum and concurrent session has been allocated to a topic stream.

As indicated, some sessions will be chaired by members of the IAIA Sections (see page 28) and form part of the ongoing activities of the Sections.

### SUBMITTING PAPER ABSTRACTS

1. Carefully read the theme forum and session descriptions and decide where your abstract fits best.
2. Note the specific theme forum or session under which you would like to contribute.
3. Go to [www.iaia.org](http://www.iaia.org) > IAIAog > Submissions > Submit Paper or Poster Abstract and complete the online form. Note that selecting "other" for a session topic should be a last resort and increases the chances your abstract will be rejected.

## CONCURRENT SESSIONS: TOPIC STREAMS

Agriculture, Forestry & Fisheries .....	12	Land Use Planning .....	14
Biodiversity & Ecology .....	12	Oil for Development .....	15
Conservation of Nature & History Culture .....	13	Poverty .....	15
Corporate Stewardship .....	13	Public Participation .....	15
Disasters & Conflicts .....	13	SEA in the Regional Context .....	16
Environmental Assessment Administration in Africa .....	13	Strategic Environmental Assessment .....	16
Environmental Impact Assessment Law, Policies, & Practice .....	14	Social Impact Assessment .....	16
Environmental Liability & Funding .....	14	Transboundary Issues .....	16
Health Impact Assessment .....	14	Other .....	16

## DEFINITION OF CONFERENCE TERMS

A **session** is a block of time, typically 90 minutes, during which discussion centers on a particular topic. Sessions may utilize a variety of formats, and the length of time available for presentations depends on the session format that has been selected by the session chair. Session formats include:

**Paper session:** In a paper session, authors orally present the findings of a prepared paper or project. A chaired paper session typically allows 4-5 presentations of 15-20 minutes each, including time for specific questions. Ideally, the chair allocates time for general questions and open discussion following the presentations.

**Theme forum:** Smaller than plenaries and larger than concurrent sessions, theme forums include "cut-above" presentations and discussions which address the conference theme, bring together on a particular topic the various aspects of impact assessment, and examine how those aspects apply to different sectors and issues.

**Workshop:** In a workshop, the topic is specific and seeks to resolve a defined problem, often through a combination of 2-3 short paper presentations and active discussion.

**Panel discussion:** In a panel, the speakers are invited. The chair introduces each speaker and puts each talk in perspective. Each speaker gives a brief (10-15 minutes) prepared presentation, usually presenting a different view or experience on the topic, followed by debate between the speakers and questions from the audience facilitated by the chair.

**Roundtable:** Involves a group of individuals, some of whom may be invited, holding an informal discussion on a specific topic or problem, with no formal presentations.

**Debate:** A debate takes place between two or more opponents who are experts in their fields as well as being entertaining presenters. The debate topic is clearly defined in terms of a question, with one side presenting the affirmative case and the other the negative case.

**World Café:** World Café comprises progressive rounds of conversation among groups of 5-6 participants. Each round lasts 15-20 minutes, after which participants are invited to form new groups and continue the conversation drawing in ideas and comments from earlier discussions. The session concludes with a whole-group discussion.

**Practitioner exchanges** provide an opportunity for up to 8 conference participants to present a brief (3 minutes) overview of their work and to network with others in the same field. Time does not permit presentation of full papers during the session, but abstracts will be included in the final program. Note: Some Practitioner Exchanges are scheduled in the preliminary program in response to submissions received, while others may be added during preparation of the final program to accommodate large numbers of paper submissions on a particular topic.

**Indaba:** For issues that arise during the conference and that delegates want to pursue through follow-up discussions. During the morning, participants post potential topics for discussion, and individuals interested in each topic sign up. If a topic generates sufficient interest, space is made available for the discussion to take place in the late afternoon.

# THEME FORUMS

## THEME FORUMS

Theme forums bring together special speakers to open IAIA conference discussions.

Theme forums are integrative in nature and deal with cross-cutting issues relevant to the many specialties of impact assessment.

The theme forums listed in the preliminary program are tentative. The final selection of theme forums for IAIAog will be made following further planning by potential theme forum conveners and confirmed in the final program. This process aims to ensure a well-balanced mix of innovative and high quality sessions **that engage with the conference theme** and are of relevance to our international audience.

### 1. Public Participation and the Practice of Environmental Assessment in Ghana

*Convenor: John Devlin*

In Ghana, resource, industrial and infrastructure projects impact urban and rural communities. How do these communities view environmental assessment? Is it really a mechanism that protects and promotes their well-being? In this theme forum NGOs and community organizations from Ghana will discuss their experiences and evaluation of environmental assessment.

### 2. Agriculture/Forestry/Fisheries and Biodiversity

*Convenors: Patrick Duffy, Pamela Gunther, Leslie Wildesen, Laura Russo, Michael Koech, Mark Curtis*

Can you imagine the monumental opportunities to promote human well being and protection of our producing ecosystems and biodiversity by bringing EA solidly to bear on practices and planning in Agriculture/Forestry/Fisheries? The timing is right. We will be in Africa to listen and to learn.

### 3. Health Impact Assessments in Development Projects

*Convenors: Mark Divall, Gary Krieger*

Health Impact Assessments in development projects is rapidly becoming a best practice. The session will highlight the methodology and recent experiences of assessments conducted in remote development projects in the developing world. It will address project and not policy impacts and will illustrate the importance of health in integrated impact assessments.

### 4. Safeguarding Community Well-Being and Health

*Convenors: Martin Birley, Ben Harris-Roxas, Ben Cave, Lea den Broeder*

*IAIA Section: Health Impact Assessment*

Speakers from across the IA spectrum will investigate similarities and differences in the definition and use of well-being. They will describe how policies, programmes, and projects affect well-being and how to manage this using examples and theories.

### 5. Valuation of Ecosystem Services

*Convenors: Arend Kolhoff, Roel Slootweg*

Recent experiences suggest that the recognition, quantification and valuation of ecosystem services, and involvement of their stakeholders, represents the best opportunity to translate biodiversity into language understood by decisions makers. What methodological challenges lie ahead of us and what works best in practice?

### 6. Supply Chains: The Missing Linkages in Impact Assessment Practice

*Convenor: Ana Maria Esteves*

*IAIA Section: Social Impact Assessment*

More corporates are contributing to development by building capacity in local enterprises and integrating these into supply chains. Perspectives on this emerging area will cover assessing the development impacts of supply chains, enabling public policy conditions, incentives in procurement policies, business linkage programs, and empowerment of women and minority groups.

## 7. Poverty and Impact Assessment: What Can We Do to Achieve MDG1?

*Convenors: Maria Partidario, Linda Ghanimé, Arne Dalfelt*

The Theme Forum intends to address Poverty and Impact Assessment. It is designed to create an opportunity for a community based dialogue, with the participation of grass-root community representatives, to achieve pragmatic outcomes around the capacity to use impact assessment to achieve MDG1 - poverty eradication.

## 8. Mapping EIA: Tools for (Self-)Analysis of EIA Systems

*Convenors: Bobbi Schijf, Reinoud Post*

EIA strengthening in any country should start from a shared understanding of what blocks EIA effectiveness. This session brings together different participative approaches to EIA system analysis, and discusses the results of their application in Africa.

## 9. Low Energy Solutions for South and North

*Convenors: Martin Birley, Ben Cave, Alessandra Fidanza, Hussein Abaza*

Targets for significant reductions in fossil fuel use may have both positive and negative impacts on projects and policies. Will approval depend on life-cycle GHG emissions? Will the impact mitigation hierarchy include energy efficiency? How will this differ between South and North?

## 10. Sustainable Development Through Mining: Is It Possible?

*Convenors: Nick Cotts, Chris Anderson, Helen Macdonald, Dan Michealsen*

How can Ghana balance development through something as disruptive as mining, minimizing environmental and social impacts and maximizing benefits? Mining can help alleviate poverty but how would we know? Can you replace a livelihood? How much is enough in negotiating compensation for land and livelihood?

## 11. Integrated Assessment of Trade-Related Policies

*Convenor: Rachelle Besner  
IAIA Section: Impact Assessment of Trade-Related Policies*

This discussion aims to inform participants in regards to Environmental Assessment practices related to environment and trade policies. It is an opportunity to explore processes established around the world and speak to EA of Trade professionals.

## 12. New Movement of Environmental and Social Consideration in International Cooperation

*Convenors: Sachihiko Harashina, Stephen Lintner*

As the new Japan International Cooperation Agency (JICA) will become a big organization in Official Development Assistance (ODA), it has been preparing for revising the environmental and social guideline. The new trend is observed in other organizations. We would provide the recent information about this and exchange experiences and new ideas among the experts in this field.

## 13. SEA and Development Cooperation: Applying the OECD DAC SEA Guidance

*Convenors: John Hobbs, Barry Dalal-Clayton*

This workshop will provide an update on the status of the work of the OECD DAC Task Team on SEA following the publication, in 2006, of OECD Guidance on SEA. Selected cases of SEAs supported and undertaken by development cooperation agencies and partner countries will be showcased. They will aim to demonstrate good practice and highlight implementation of the guidance and donor harmonization on SEA in support of the Paris Declaration.

## 14. Oil and Gas Exploration and Development

*Convenor: Terje Lind*

Hydrocarbon pipelines represent some of the largest projects now being developed, and some of these are located in West Africa. Oil and gas developments represent a key resource of concern to practically all governments. Those having access and control of energy sources in a society also to a large extent possess the key to prosperity or poverty. Governments and the public are increasingly focusing attention on the need for improved governance and more transparent management policies in the sector.



# CONCURRENT SESSIONS

## AGRICULTURE, FORESTRY AND FISHERIES

### Issues and Success Stories: EA in Agriculture, Forestry, and Fisheries/ Biodiversity

*Format: Paper Session*

*Chairs: Patrick Duffy, Michael Koech, Laura Russo, Pamela Gunther, Mark Curtis, Leslie Wildesen*

*Section: Agriculture, Forestry & Fisheries*

Experience shows that the EA model is uniquely suited to interrogate plans and ongoing activities and to offer effective solutions. Forest cutting, slash and burn, bottom fishing with draggers, hatchery effects to wild fish, and poor tillage practice are examples of concern. Chronic environmentally damaging AFF practices profoundly affect ecosystems and biodiversity worldwide, probably more than any human endeavor outside of warfare. The obvious connections with sustainable production and human well-being make up a story well worth telling and examining. The time is right to take stock of our progress and to map out the way ahead. We call for practitioners from all regions (and particularly from Africa) to share their issues/problems as well as their success stories.

### AFF: Pulling It All Together for '09 Participants

*Format: Practitioner Exchange*

*Chairs: Patrick Duffy, Michael Koech, Leslie Wildesen, Pamela Gunther*

*Section: Agriculture, Forestry and Fisheries*

How do you promote human well-being and protection of ecosystems and biodiversity when using EA in the evaluation of projects and chronically environmentally damaging agriculture/forestry/fisheries activities? These sectors wreak havoc over much of the productive ecosystem on this planet. Yet there is ample evidence showing that good planning and husbandry does maintain ecosystems and biodiversity, making sustainable AFF achievable. EA has been shown to be very effective in making this happen, but the challenge can be daunting. Let's share our success stories, issues, frustrations, and networks. Contribute your story!

## BIODIVERSITY & ECOLOGY

### Offsetting Impacts on Biodiversity: Stopping the Loss and Safeguarding Human Well-Being?

*Format: Paper Session*

*Chairs: Susie Brownlie, Asha Rajvanshi, Kerry ten Kate, Theo Stephens*

*Section: Biodiversity & Ecology*

This session will capture and raise awareness of the range of different approaches to biodiversity offsets, and their probable effect on biodiversity in the long term: Will offsets safeguard biodiversity and the range of ecosystem services on which human wellbeing depends? Papers that address biodiversity offsets of development are invited. These papers should be explicit about the development context, the intended purpose and desired outcome of the offset, the approach to designing, locating and implementing the offset, the main issues or challenges faced, and the critical success factors to ensure long term public benefit. Any important lessons learned through the offset process should be highlighted.

### Mainstreaming Biodiversity in Impact Assessment for Human Well-Being

*Format: Paper Session*

*Chairs: Asha Rajvanshi, Susie Brownlie*

*Section: Biodiversity & Ecology*

The session aims to provide EA community a platform to share experiences of how good impact assessment practices can help to deliver societal benefits through integration of biodiversity conservation in planning of sustainable developments in key economic sectors and to explore what reforms are needed in practice and policies for improving the outcome of impact assessment for biodiversity.

### Documenting Good Practices in Biodiversity-Inclusive Impact Assessment for Sustainable Development

*Format: Paper Session*

*Chairs: Vinod Mathur, Asha Rajvanshi*

*Section: Biodiversity & Ecology*

This session is intended to provide a forum to consultants, institutions and corporates to share their valuable experiences in planning and implementing good practices in biodiversity-inclusive impact assessment and to identify the gaps where further efforts and actions are needed. The outputs from this session particularly in form of case studies would lead to further strengthening of good practice database for use by the IA professionals.

### People, Plants and Pangolins: Linking Social and Ecological Systems

*Format: Paper Session*

*Chairs: Ilse Aucamp, Susie Brownlie*

*Section: Agriculture, Forestry & Fisheries*

This session will investigate how we can help nature to help us: we can't survive on clever technology alone...without natural systems we face a rather bleak future. So, if you want to know how to "assess smart," come and integrate with us in this session!

### Accessing Biodiversity Information from Local to Global Using GBIF

*Format: Workshop*

*Chair: Nick King*

*Section: Biodiversity & Ecology*

Millions of biodiversity data are recorded annually through IA work, but seldom in formats which make them accessible and re-usable. Global Biodiversity Information Facility (GBIF) has the expertise and processes for mobilising all biodiversity information; this project with IAIA seeks to generate a unique and invaluable resource for IA practitioners across the globe.

# CONCURRENT SESSIONS

## CONSERVATION OF NATURE AND HISTORY CULTURE

### The Cultural Heritage Component in Impact Assessment: Best Practice Principles

*Format: Workshop*

*Chairs: Arlene Fleming, Julio Jesus*

Has the cultural heritage component of EIA been challenging and mysterious to you? Are you unsure of the standards, methods and experts required? Join this Workshop for a discussion of Best Practice Principles and methods for integrating culture with the biophysical and social components in EIA.

## CORPORATE STEWARDSHIP

### Corporate Social Responsibility and Community Participation

*Format: Paper Session*

*Chair: Nonita Yap*

CSR is increasingly viewed as a vehicle for Sustainable Development. But:

- Who in the community benefits from the practice of CSR?
- When does CSR empower, when does it create dependency?
- When does CSR strengthen, when does it undermine local governance?
- When do local cultural traditions take precedence over global standards?

### Corporate Stewardship & Risk Management: International Best Practices

*Format: Paper Session*

*Chair: Debra Zanewich*

*Section: Corporate Stewardship & Risk Management*

If you'd like to learn more about international environmental and social standards applied to project financing in development markets, this session is for you. Come share your experiences and case studies on international best practice so that various viewpoints can be presented to allow discussion and exchange of ideas.

## DISASTERS AND CONFLICTS

### Conflict, Disasters and the Environment in Africa

*Format: Paper Session*

*Chairs: Charles Kelly, Michel Bouchard*

*Section: Disasters & Conflicts*

What is the impact of conflict on the environment in Africa? How has this impact been documented, even during fighting? What contributions have impact assessments made to reduce the impact of conflict on the environment in Africa? These questions will be raised, discussed, and possibly answered, during the session.

### Environmental Impact of Response: Humanitarian Operations and the Environment

*Format: Paper Session*

*Chairs: Charles Kelly, Michel Bouchard*

*Section: Disasters & Conflicts*

Humanitarian assistance, intended to help people in need, can also lead to environmental damage and a worsening of conditions for those in greatest need. Presentations will cover the use of disaster-focused impact assessment tools to reduce the negative impacts of disasters, with a particular focus on disasters in Africa.

## ENVIRONMENTAL ASSESSMENT ADMINISTRATION IN AFRICA

### Networking and Capacity Building as a Means of Improving the Quality of Environmental Assessment Administration within Africa

*Format: Workshop*

*Chairs: Wanjiku Githinji, Faith Waruguru, Esther Chigumira, Charles Mwesige*

Can we improve the quality of impact assessment professionals and thereby change the face of Africa? We certainly think so, and we therefore invite you to attend our workshop where we will inspire, motivate and empower you based on our experiences, lessons learned and choices made as impact assessment practitioners.



Fishing boats in James Town

# CONCURRENT SESSIONS

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## ENVIRONMENTAL IMPACT ASSESSMENT LAW, POLICIES & PRACTICE

### Environmental Policy and Human Well-Being

*Format: Paper Session*

*Chair: Richard Akoto*

*Section: Environmental IA Law, Policies, & Practice*

Human well-being assessment is one of the most difficult because there is not an all inclusive definition or legislative guidance to the process. This session will identify important policy gaps/issues in both legislation and definition, and provide approaches and tools for human well-being impact assessment.

### Ensuring Development Provides Net Benefit to Society: Changing IA to Contribution Assessment

*Format: Workshop*

*Chair: Nick King*

*Section: Environmental IA Law, Policies, & Practice*

How should EIA evolve to deal with 21st century sustainability challenges? By moving to Environmental Contribution Assessment (ECA) which seeks to provide net societal benefits across all sectors, rather than "trade-offs" between sectors. Come and contribute to the development and refining of a new, improved IA process.

### EIA Success Cases

*Format: Paper Session*

*Chairs: Miguel Coutinho, Júlio de Jesus*

What is an EIA success case? How can we collect and use them to promote EIA? The session will include presentations of several EIA success case studies, that could be useful for the professional, as practitioner, administrator or trainer, and a discussion on how to collect and disseminate success cases.

### Partnering of Public and Private Parties in Planning: The Introduction of a New Member to the IA Family

*Format: Workshop*

*Chairs: Jos Arts, Charlotta Faith-Ell*

*Section: Environmental IA Law, Policies, & Practice*

This workshop discusses best practices and guiding principles for partnering between government and market in EIA.

- Why is this an issue?
- How can EIA community contribute to partnering?
- What can EIA benefit from partnering?
- Which are the common denominators in partnering relevant to the EIA process?

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## ENVIRONMENTAL LIABILITY AND FUNDING

### Closure Funding: How Much Is Enough?

*Format: Practitioner Exchange*

*Chair: Jenifer Hill*

*Section: Environmental IA Law, Policies, & Practice*

Large projects in the extractive industries need to provide financial assurances to cover closure costs. Yet at the beginning of a project these costs are uncertain and usually underestimated. What tools do you have to assess and financially manage these uncertain and likely high closure costs?

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## HEALTH IMPACT ASSESSMENT

### Practical Issues in Health Impact Assessment

*Format: Workshop*

*Chairs: Ben Harris-Roxas, Ben Cave*

*Section: Health*

This interactive workshop will present participants with scenarios for discussion, each based on HIA practitioners' actual experiences of conducting HIAs. Participants will be invited to discuss their own views and experiences in small groups. This session builds on the successful sessions held in Seoul and Perth.

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## LAND USE PLANNING

### Public Participation and Land Use Planning in African Countries

*Format: Paper Session*

*Chair: Seth Appiah-Opoku*

*Section: Public Participation*

The annual ritual of floods in many African cities demonstrates clearly that there is something fundamentally wrong with development planning in Africa. A comprehensive land use planning law and a framework is lacking. Subdivisions are prepared without public input and there are no urban growth management strategies. We invite papers that focus on planning issues in Africa, including transportation, urban design, comprehensive plans, housing, planning law/regulations, community economic development, land use planning, urban agriculture, land reforms, waste management, and citizen participation in planning and development.

# CONCURRENT SESSIONS

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## OIL FOR DEVELOPMENT

Oil and gas development activities affect people much more than the industry normally considers. There may be impacts on indigenous people, local communities and their economy, biodiversity and species survival, long-term climate effects and many more. Oil and gas development and policies are closely related to environmental and social sustainability issues, often giving rise to controversies and conflicts at both global and local scales. IA has the potential for conflict reduction by providing better and more transparent information. Proposed sessions include:

### SEA Methodologies in the Oil and Gas Sector in West Africa

*Format: Workshop*

*Chairs: Peter Tarr, Bryony Walmsley, Peter Croal*

### Country Focus: Presentations by Participants in the Capacity Building Program

*Format: Paper Session*

*Chair: Solveig Andresen*

### Industry Focus: Presentations from Statoil-Hydro and Ghana

*Chair: Arne Dalfelt*

### Post-conference session: Role playing session with Capacity Building Program participants

*Chair: Richard Fuggle*

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## POVERTY

### Impact Assessment and Public Participation in Poor Communities

*Format: World Café*

*Chair: Ilse Aucamp*

*Section: Social Impact Assessment*

The aim of the session is to investigate how impact assessment (social, health, environmental) and public participation could be conducted most successfully in poor communities where the basic needs are not met and where economic benefits are often used to "sell" the project to these communities.

### The Impact of ICT on Public

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## PUBLIC PARTICIPATION

### Participation in Impact Assessment (tentative)

*Format: Practitioner Exchange*

*Chair: Bert Enserink*

Modern Information and Communication Technology (ICT) tools have radically changed the possibilities for information sharing and public involvement in impact assessment. Interactive applications allow for project proponents and opponents to assess and appreciate the impacts of various interventions. In this session practitioners will present and demonstrate their favorite ICT tool.

### The Practice of Public Participation in Impact Assessment

*Format: Workshop*

*Chairs: Bert Enserink, John Devlin*

*Section: Public Participation*

The Public Participation International Best Practice Principles set a high standard and reaching them presents an array of challenges. What techniques prove to be effective? What barriers prove to be insurmountable? This call invites papers that will contribute to the discussion of the challenges, opportunities and outcomes of IA practice.

### EIA Follow-Up and Public Participation Including Community Monitoring

*Format: Workshop*

*Chairs: Nick Okello, John Devlin, Bert Enserink*

*Section: Public Participation*

Follow-up is said to be the weakest aspect of EIA worldwide. Is the public, grassroots groups and NGOs in conjunction with local community leaders a bridge towards improvement? What role can these groups play? What techniques have been used to involve these groups and how effective have they been?

### Contention, Protest and Public Participation Practice in Environmental Assessment

*Format: Workshop*

*Chair: John Sinclair*

*Section: Public Participation*

Contention in EA may precipitate various responses: innovations to state-sanctioned participatory processes and public action by way of protest and other activities outside of sanctioned participation. The workshop will present case studies of contention, highlighting EA as a political process and revealing how the resulting participatory processes were modified.

# CONCURRENT SESSIONS

## SEA IN THE REGIONAL CONTEXT

### Asian SEA, EIA and Sustainability Assessment

*Format: Paper session*  
*Chair: Kii Hayashi*

Participating in this Asian EIA/SEA session will give you good knowledge on EIA/SEA good practices in this region and also provide you good human network in Asia. We welcome your submission of your paper and participation to the session.

### Strategic Environmental Assessment in Central America

*Format: Paper Session*  
*Chairs: Juan Palerm, Marta Perez de Madrid, María Delfina Flores*

SEA is gaining momentum in Central America. Different initiatives are taking place and different approaches are being used. The region is also seeking a common understanding on SEA which will facilitate cooperation. This will be an ideal forum to present experiences and discuss the way forward for SEA in the region.

### SEA in China: Practice, Experience and Lessons

*Format: Paper Session*  
*Chairs: Kin Che Lam, He Xu, Bo Wu*  
*Section: Strategic Environmental Assessment*

Following promulgation of the EIA Law 5 years ago, some 500 SEAs have been undertaken in China covering mega-projects and development plans. This session reviews current practices, identifies constraints, examines ground gained and explores opportunities for greater effectiveness. It's a session about making a difference in impact assessment.

## STRATEGIC ENVIRONMENTAL ASSESSMENT

### Beyond Reliance on SEA: Mainstreaming Environment in Policy and Plan-Making in Developing Countries

*Format: Paper Session*  
*Chairs: Lex Brown, Barry Dalal-Clayton*

- Needing to integrate environment and development?
- Concerned that SEA may not be the only tool?
- Wanting locally relevant paths to environmental integration and engagement of other sectors?

Experience, vision, practicalities and theory of environmental mainstreaming.

### Progress of Strategic Environmental Assessment

*Format: Paper Session*  
*Chair: Thomas Fischer*  
*Section: Strategic Environmental Assessment*

The focus of this year's main session of IAIA's SEA section is on the progress made with the now established instrument of SEA over the past few years. The session is open to all papers dealing with SEA applications in different sectors, contexts, world regions and organisations.

### Improving the Effectiveness of SEA Capacity Development in Developing Countries

*Format: Workshop*  
*Chairs: Nick Okello, Easther Chigumira, Sandra Rihm*  
*Section: Strategic Environmental Assessment*

Despite various capacity building initiatives, SEA is yet to be fully integrated in planning practice in many developing countries. The question is, "how effective have SEA capacity building initiatives been and what challenges abound?" Find out from the capacity builders and those whose capacities have been built.

## SOCIAL IMPACT ASSESSMENT

### SIA and Sustainable Development

*Format: Paper Session*  
*Chair: Ilse Aucamp*  
*Section: Social Impact Assessment*

The session will investigate how to link the sustainable development agenda with SIA. The role that communities can play in strategic planning for a sustainable future, using SIA as a tool will be explored.

### Communities, Consultants and Companies: Emerging SIA Best Practice in the Extractive Industry

*Format: Panel*  
*Chairs: Ed O'Keefe, Emily Keeble*  
*Section: Social Impact Assessment*

Extractive industries are under increasing pressure to manage their relationships with communities effectively. Social impact assessments can be an essential tool in understanding and improving these relationships. This session will showcase some of the innovative practices in this field.

### The Business Case for SIA

*Format: Paper Session*  
*Chair: Ilse Aucamp*  
*Section: Social Impact Assessment*

This session aims to explore the business case for SIA. Since there are not the same legal requirements for SIA as there are for EIA, we need to investigate why it is necessary to conduct such studies. This session would also appeal to HIA practitioners.

### Revising the International Principles and Developing Guidelines for SIA

*Format: Workshop*  
*Chair: Frank Vanclay*  
*Section: Social Impact Assessment*

Participants will discuss the International Principles for Social Impact Assessment as published by IAIA in 2003. Revisions for a second edition will be considered. There will also be a discussion about the need for SIA Guidelines, what they might be, and what process IAIA should follow to develop such Guidelines.



# CONCURRENT SESSIONS

## TRANSBOUNDARY ISSUES

### Using SIA as a Basis for Deliberative Community Visioning

*Format: Workshop*  
*Chair: Scott Phillips*

This session will discuss links between "strategic thinking," "sustainability" and the "social sector setting the social agenda." Practitioners are asked to draw on case studies from their own experience to discuss how an SIA/baseline community profile can inform scenarios for deliberative community visioning. The output from such a process, if appropriately designed to be inclusive of social sector agencies as well as governance, education and industry groups, is a community-based vision and action plan for sustainable development. In this way, SIA/baseline community assessment can be linked squarely with participatory planning for sustainable, inclusive development.

### Size Matters: The Challenge of Impact Assessment for Mega Projects

*Format: Paper Session*  
*Chairs: Nick Bonvoisin, Francisco Hernandez*

Is EIA able to deal with mega projects? Find out how practitioners manage the assessment of major energy and transport infrastructure, with problems of multiple legal requirements and decision-making processes, "salami slicing", the political dimension, high commercial stakes, multilingual consultation processes and more.

## OTHER

### The Use of Other Languages at IAIA

*Format: Workshop*  
*Chairs: Julio Jesus, Miguel Coutinho*

Language is probably the most important barrier to the development of IAIA. The workshop will debate issues such as: How to improve the use of other languages at IAIA? How to ensure the quality control of translations? How to face the costs of the use of different languages?



Lobby of the Accra International Conference Center

# TRAINING COURSES

**IMPORTANT DATE: 1 APRIL!**

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## ABOUT TRAINING COURSES

IAIA pre-conference training courses are presented primarily by IAIA members. The courses are open to all participants but require advance registration and payment.

## DATES, TIMES, LOCATION

IAIAog pre-conference training courses will be held from 09:00 - 17:00 on Sunday, 17 May, and Monday, 18 May. The courses will be held at the Accra International Conference Center. Please allow ample time to reach the AICC; traffic is a factor.

## REGISTRATION, DEADLINES, AND FEES

IAIA's courses cost US\$395 for the 2-day courses and US\$225 for the 1-day courses. This fee includes course materials, light lunches, and coffee breaks. Participants in the training courses who are not registered for the IAIA conference will be assessed an additional US\$75 fee. Course fees must be paid in full before you will be enrolled in the training course.

Please register early! Courses will be cancelled if they do not reach the minimum number of paid participants by 1 April.

Minimum/maximum class sizes are noted. If the training course for which you have registered does not meet the minimum number by 1 April, IAIA HQ will notify you and provide refund information or offer to transfer you to another course. Course registration after 1 April will be subject to availability, instructor consent, and receipt of payment.

If you must cancel, your course registration fee will be refunded minus a US\$75 administration fee and contingent upon a written notice of cancellation received in HQ by 3 April. After 3 April, no refunds will be issued.

## FOR STUDENTS

A limited number of free training course registrations are available to student participants of IAIAog once courses reach their minimum enrollments. If you are interested, please send your name, a 300-word statement of interest explaining how the chosen training course could contribute to your research or student career, and first and second course choices to ([impact@iaia.org](mailto:impact@iaia.org)). Allocations of the free training course slots will be made by 15 April, based on the order in which the requests were received.

## CHECK-IN

Check-in for the training courses will be at the IAIA registration desk in the lobby of the AICC at the following times.

- Saturday, 16 May
- Sunday, 17 May
- Monday, 18 May
- 15:00-17:00
- 08:00-10:00, 14:00-18:00
- 08:00

Name tags will be distributed at check-in and are required for admission to courses. Check-in the day before your course begins is encouraged. Please allow ample time to reach the AICC; traffic is a factor.

## FOR MORE INFORMATION

For more detailed descriptions of the courses, including outlines of activities, listings of course materials, and background information on instructors, see the IAIA Web site ([www.iaia.org](http://www.iaia.org) > IAIAog).

# TRAINING COURSES

## 1 | PRACTICAL GUIDE TO EFFECTIVE IA FOLLOW-UP

IA follow-up is essential if the outcomes of approval decisions are to be understood. It provides valuable learning from experience and is key to determining the contribution of IA to sustainability. This course presents the theory and practice of IA follow-up based on best practice examples from around the world. It addresses follow-up for all forms of impact assessment: project based EIA, strategic environmental assessment (SEA) and sustainability assessment. Participants will learn how to establish effective IA follow-up procedures and programs and how to evaluate them.

The course content includes the following topics:

- What is IA follow-up?
- Why is follow-up important?
- Who is involved in IA follow-up?
- What is involved, including screening and scoping for follow-up
- Regulatory needs and wording of IA approvals for follow-up
- Adaptive environmental management
- Options and approaches that can be used in the implementation of IA follow-up
- International best practice principles for IA follow-up
- Effectiveness, SEA follow-up and follow-up for sustainability assurance

By the end of this course, participants will understand:

- The international framework and best practice principles for IA follow-up
- The roles of proponents, regulators and public in follow-up processes
- Outstanding world-wide examples of IA follow-up – regulatory approaches, techniques and practices
- How to word IA approvals to ensure effective follow-up outcomes
- Emerging directions and future challenges

This course is designed for planners, government agency personnel, proponents and consultants, and students in IA related fields. This course is interactive with an emphasis on participant discussions, case studies and activities as well as lecture presentations. A resource manual with state-of-the-art IA follow-up information is provided.

**Level:** Intermediate

**Prerequisites:** An understanding of IA processes and terminology; hence previous attendance in IAIA08 training course "Understanding Impact Assessment" or similar, or otherwise have at least one year of work experience as a proponent or regulator within an IA system.

**Language:** English

**Duration:** 1 day (17 May)

**Min/Max:** 10-60

**Instructors:** **Angus Morrison-Saunders**, Murdoch University, Australia  
**Jenny Pope**, Integral Sustainability, Australia

## 2 | STRATEGIC ENVIRONMENTAL ASSESSMENT IN DEVELOPING COUNTRY CONTEXT

This course addresses SEA as a strategic decision-making support instrument that operates through strategic thinking approaches driven by sustainability. The course is a joint effort that combines SEA experience from the developed and developing country context. It is generally intended to expose participants to experiences and good practices in SEA to assist decision making. The key objectives of the course:

- Introduce participants to key SEA concepts and issues towards strategic thinking.
- Review current practices and experiences in both developed and developing countries context.
- Expose participants to simple practical tools for conducting SEAs.

The scope of the course includes:

- SEA in developing countries context – possible approaches and applications.
- Key SEA concepts and definitions.
- SEA role in sustainability.
- SEA relationship with sustainability assessment, cumulative effects assessment and EIA.
- Elements in the SEA process – (defining the context and the focus for SEA, evaluation of opportunities and risks, guidelines, monitoring, reporting in SEA).
- Public participation in SEA.
- Exposure to practical tools for conducting SEA.
- International Perspectives and Experience with SEA
- SEA Case studies from both developing and developed countries.

The course involves presentations, group discussions and group exercises in two parts:

Part 1 (Day 1) – presentations and group discussions on concepts, methodologies and overview of international experiences.

Part II (Day 2) – Case application, based on a problem-case to test the application of SEA.

Learning outcomes:

- Understanding SEA concepts, principles, processes and tools
- Improved ability to carry out SEA using simple tools
- Improved ability to evaluate cumulative effects assessments

**Level:** Intermediate

**Prerequisites:** General understanding of environmental assessment principles.

**Language:** English

**Duration:** 2 days (17-18 May)

**Min/Max:** 10-30

**Instructors:** **Jonathan Allotey**, Environmental Protection Agency, Ghana

**Maria Rosario Partidario**, Instituto Superior Tecnico, Portugal

**Christine Asare**, EPA Ghana

**Ebenezer Appah-Sampong**, EPA Ghana

**Kwabena Badu-Yeboah**, EPA Ghana

**Evans Darko-Mensah**, Refast Consult, Ghana

# TRAINING COURSES

## 3 | RE-TOOLING IMPACT ASSESSMENT FOR INCORPORATING ECOLOGICAL AND ECONOMIC VALUATION APPROACHES FOR MAINSTREAMING BIODIVERSITY

The findings of the MEA and the Millennium Development Goals not only discourage putting development and biodiversity conservation in separate boxes but also strongly urge impact assessment professionals, decision makers, donor agencies, economists, natural resource managers to take into account the links between ecosystems and development. This ecosystems services approach can become the strongest basis for gaining a better understanding of how development goals both affect and depend on ecosystem services. Mainstreaming biodiversity in EA becomes the obvious priority as biodiversity is often perceived as a precondition for ecosystem services, rather than just a resource. For mainstreaming tools to be most effective in steering development decisions to benefit biodiversity conservation, evaluation tools must be able to clearly identify 'entry points' for incorporating ecosystem services. Such ecosystem service-based decision-making tools provide the advantage of focusing on how to protect ecosystems from development and how to invest in managing ecosystems for development.

Economic concerns are central to biodiversity conservation as economic forces underlie and explain the causes and consequences of much of the biodiversity degradation and loss. Economic valuation approaches provide a useful tool for assessing and communicating the economic losses associated with qualitative and quantitative changes in biodiversity resources and the ecosystem services and can lead to better analysis of the economic impacts of biodiversity conservation and losses to different groups and sectors.

Biodiversity conservation based on wider recognition of the ecosystem services concept requires major adaptation of EA framework. The course presents the rationale for promoting ecosystem approach, enhancing the use of economic instruments for valuation of ecosystem services and to apply the learning from best practice models to promote sustainable development.

This two day course is an intermediate level course that would be relevant for mid career IA professionals, conservation community, business groups/ donor agencies and decision-makers.

<b>Level:</b>	Intermediate
<b>Prerequisites:</b>	Basic understanding of ecological concepts and principles of environmental economics. Familiarity with generic EIA framework and experience with project evaluation and economic planning will be useful although not a requirement.
<b>Language:</b>	English
<b>Duration:</b>	2 days (17-18 May)
<b>Min/Max:</b>	10-20
<b>Instructors:</b>	<b>Asha Rajvanshi</b> , Wildlife Institute of India <b>Vinod Mathur</b> , Wildlife Institute of India

## 4 | CUMULATIVE EFFECTS AND FOLLOW-UP IN IMPACT ASSESSMENT

This course has five purposes: (1) to summarize the state of professional practice regarding the conduct of the fundamental requirements of CEA within Environmental Impact Assessment (EIA) processes; (2) to plan the accomplishment of the fundamental requirements to an actual proposed project from an African country; (3) to illustrate the use of environmental sustainability considerations in determining the significance of cumulative effects; (4) to discuss adaptive management (and monitoring) as follow-up activities in CEAs for large-scale proposals; and (5) to summarize policy choices and collaboration approaches for the development of local and regional cumulative effects management initiatives.

The premise is that CEA should be an integral part of, and not separate from, both in-country and international EIA processes. The fundamental requirements are focused on stepwise procedures associated with international principles that guide the professional practice of EIA and CEA. These procedures and principles are addressed by identifying key valued environmental components (VECs), focusing on those for which CEA is appropriate; delineating spatial and temporal boundaries; describing historical baseline conditions and trends; establishing cause-effect linkages between past, present, and future actions and VECs; determining the significance of cumulative effects via the use of environmental sustainability principles; development of follow-up adaptive management programs based on six common elements; and development of project mitigation and regional management programs, as appropriate.

Attention will be directed toward practical approaches for management of cumulative effects, including the use of emissions trading, collaborative planning, and appropriate institutional entities. Practical processes for both preparing and reviewing CEA-related documents will be emphasized, along with presentations on case studies, and workshop sessions involving interactive groups. A central feature will be group activities related to the development of a CEA plan for a proposed project from an African country. Interchange of information and experiences by the participants will be encouraged within all methods of presentation. The anticipated learning outcomes are related to achieving a better understanding of the principles and practices of CEA, and to applying them in study planning and review.

<b>Level:</b>	Intermediate/Advanced
<b>Prerequisites:</b>	Foundation training on EIA or CEA (professional-level short course or university-level specific course or program) and/or minimum of 2 years of professional experience in planning and conducting EIA or CEA for environmental impact studies.
<b>Language:</b>	English
<b>Duration:</b>	2 days (17-18 May)
<b>Min/Max:</b>	10-50
<b>Instructors:</b>	<b>Larry Canter</b> , Environmental Impact Training, USA <b>Bill Ross</b> , University of Calgary, Canada

# TRAINING COURSES

## 5 | ACHIEVING HUMAN WELL-BEING THROUGH SOCIAL IMPACT ASSESSMENT

The focus of this two day course is on providing participants with a better understanding of how to undertake a social impact assessment of proposed policies, plans, programs and projects (PPPP) in both developed and developing world countries. To achieve this goal, the course will cover the 6 key phases in the SIA process:

- 1) Profiling
- 2) Scoping – Identification of Impacts
- 3) Assessment of Impacts
- 4) Mitigation and Enhancement
- 5) Reporting
- 6) Monitoring, Evaluation and Management

Participants will leave this course with the basic knowledge and understanding of Social Impact Assessment at the community and project level for a variety of development and policy proposals. Participants will also leave the course with a better understanding of innovations in public participation techniques that can be used when working with key stakeholders and communities, as part of assessment programs.

The course format is highly interactive and participatory in its process. The course is based around a case study specifically developed for the IAIA09 conference. Participants will undertake group work to apply learnings in the course to a real-life example by working through the key phases of a social impact assessment. At the end of the course, participants will have completed a basic social impact assessment based on case study material. Participants will also have an opportunity in the course to experience innovative assessment and public participation/engagement techniques that may be used in social impact assessment programs.

The course format will suit participants with little or no experience in social impact assessment to practitioners wishing to update their skills in social impact assessment and/or who want the opportunity to practice some innovative public participation/engagement techniques.

<b>Level:</b>	Introductory
<b>Prerequisites:</b>	No prerequisites required, but understanding of impact assessment processes is desirable.
<b>Language:</b>	English
<b>Duration:</b>	2 days (17-18 May)
<b>Min/Max:</b>	8-32
<b>Instructors:</b>	<b>Jaqueline Tracey</b> , Coakes Consulting, Australia <b>Sheridan Coakes</b> , Coakes Consulting, Australia

## 6 | PLANNING FOR EFFECTIVE PUBLIC PARTICIPATION

IAP2 strives to present high-quality training that promotes the use of public participation as a value-added element of organizational decision-making. Subordinate goals include:

- Establishing a baseline of knowledge about the practice and promoting use of rigorous, goal-driven values-based and decision-oriented public participation activities.
- Creating and reinforcing a universal lexicon for the work of public participation.
- Promoting new and emerging tools, approaches and applications of public participation in diverse situations.
- Providing ongoing financial support to IAP2 by creating an independent revenue stream not dependent on membership.
- Providing opportunities for senior practitioners to share their knowledge, mentor younger practitioners and increase the collective wisdom of the practice.

### Content

- Course Overview: Objectives, what is public participation, who is “the public?”, the orbits of public participation, why do public participation?
- Introduction to IAP2’s Foundations of Public Participation – values based; decision-oriented; goal driven.
- IAP2’s Five Steps for Public Participation Planning

### Anticipated learning outcomes

- Enable participants to define public participation and what distinguishes it from related fields; apply a systematic, rigorous planning process to public involvement; identify and understand the IAP2 Foundations of Public Participation and apply these to public participation planning; apply the IAP2 planning tools to public participation planning including the Core Values, Code of Ethics and Spectrum; Identify and write public participation objectives that clarify the role of the public; develop a public participation plan; and plan for evaluation of a public participation process.
- Gain awareness of the relevance and benefits of public participation within decision making that affects the public; and ways to effectively engage stakeholders in decisions and related processes.

<b>Level:</b>	Beginning, Intermediate, or Advanced
<b>Prerequisites:</b>	None
<b>Language:</b>	English
<b>Duration:</b>	2 days (17-18 May)
<b>Min/Max:</b>	8-20
<b>Instructor:</b>	<b>Tanya Burdett</b> , Communities and Local Government, United Kingdom

# TRAINING COURSES

## 7 | UNDERSTANDING IMPACT ASSESSMENT: PRINCIPLES, METHODS, AND EMERGING TRENDS

This course is aimed at individuals who have started to work with some form of impact assessment, perhaps using impact assessments to help with their decision-making or having to provide information or other forms of input to an impact assessment process. One key purpose is to broaden participants' understanding of the impact assessment process as a whole, and to appreciate the breadth of application, and what constitutes good practice impact assessment. In particular the course aims to show that the basic principles of impact assessment are shared across all forms of the approach, and in different decision-making contexts (policies through to projects).

A second important aim is to highlight significant emerging trends in impact assessment, such as the promotion of the Equator Principles among private sector financial institutions, the increasing recognition of post-disaster and post-conflict strategic environmental assessment, and climate change impact assessment.

The first part sets the scene, addressing the purposes and benefits of well grounded impact assessment. A generic model of impact assessment is then employed to explore the broad methods and approaches of IA. That model underpins the consideration, in the second part of the course, of the various forms of impact assessment: from social, cultural, and health, to ecological/biophysical; and from strategic assessment of policies to project level IA. The generic model emphasizes an integrated perspective of impact assessment, and the various forms of IA are seen as being interdependent. This platform is then used to explore some of the more important trends in impact assessment.

Recognizing that the IAIA conference draws a variety of people to its sessions, the course is also designed to provide a brief overview of IAIA as an organization and a guide to the conference. It reviews the key themes addressed in the plenary forums, and in the section-oriented sessions, linking back to key issues discussed in the earlier parts of the course. This will assist participants to derive greater benefit from the conference, especially for those relatively new to the field.

<b>Level:</b>	Foundation
<b>Prerequisites:</b>	None
<b>Language:</b>	English
<b>Duration:</b>	2 days (17-18 May)
<b>Min/Max:</b>	15-50
<b>Instructors:</b>	<b>Richard K. Morgan</b> , University of Otago, New Zealand

## 8 | THE CULTURAL COMPONENT OF EIA: IMPORTANCE AND GUIDANCE. A PRACTICAL TRAINING COURSE

Cultural heritage, as one of three components in EIA - together with biophysical and social - has received the least attention in terms of training, methodology, and quality control. Neglecting cultural aspects can seriously impede development projects, and conversely, incorporating, respecting and enhancing cultural features can strengthen projects. The importance of culture in development, and specifically, as a component of EIA, is recognized in the policies of international and regional financial institutions, bilateral aid agencies, and the laws of national governments. Attention to quality improvement and capacity building for the cultural component is increasing, with availability of training, methodologies and tools.

This course is open to participants from all countries who have a general knowledge of the EIA process and an interest in the cultural component, although the focus is on Africa. The course is given in English, with a written summary and detailed guidance tools available in both English and French, so that participants can share the content with colleagues in their respective Anglophone or Francophone countries.

The course is interactive, using case studies enabling participants to apply the methods and principles discussed in presentations and contained in guidance materials, including a detailed Guidebook for completing the cultural component of EIA, and country-specific cultural resources profiles. The various definitions and aspects of culture are discussed, as is the question of the value placed on cultural artifacts and practices by diverse stakeholder groups. A step-by-step discussion of the EIA process and review, as well as creation and monitoring of the Environmental Management Plan (EMP), indicates the considerations, actions, and methods required for the cultural component at each step.

This course, together with the guidance materials provided, prepares participants to conduct cultural impact assessment in the context of development. In addition, a brief discussion of Strategic Environmental Assessment (SEA) highlights the importance and rationale for including culture and cultural institutions in this investigative and planning process.

<b>Level:</b>	Foundation/Intermediate
<b>Prerequisites:</b>	An interest in the cultural component of EIA and general knowledge of the EIA process
<b>Language:</b>	English. Summaries of the main points and guidance materials in English and French are provided to participants from Anglophone and Francophone countries in order to enable them to share concepts and methods upon return to their respective countries.
<b>Duration:</b>	1 day (18 May)
<b>Min/Max:</b>	8-32
<b>Instructors:</b>	<b>Arlene K. Fleming</b> , Cultural Resource and Development Specialist/Advisor on Cultural Impact Assessment to The World Bank and the US Millennium Challenge Corporation, USA <b>Ian L. Campbell</b> , The World Bank, USA

# TRAINING COURSES

## 9 | PRACTICAL GUIDE TO SUSTAINABILITY ASSESSMENT

Sustainability assessment is emerging internationally as a tool for aligning planning and decision-making with the principles of sustainable development. Sustainability assessment can be applied in different circumstances for different purposes by different types of decision-makers, including:

- Government regulators as an approvals process for proposals (particularly project proposals), analogous to EIA.
- Proponents (and their consultants, planners, engineers, etc.) to inform the development of a proposal, which could be a policy, plan, programme or a project.
- Government regulators, non-government organizations or any other interested party to assess the sustainability of current practices, such as a whole industry sector.

This intermediate level course presents the theory and practice of sustainability assessment based on best practice examples from around the world. It is designed for planners, government agency personnel, proponents and consultants, and students in all fields of IA. No prior experience with sustainability assessment is assumed but a solid understanding of IA processes will be beneficial.

The course content includes the following topics:

- What is sustainability assessment?
- Extending EIA to establish a sustainability assessment approvals process.
- Integrating sustainability assessment into planning and decision-making.
- Integration, offsets and trade-offs in sustainability assessment.

Learning outcomes: in this course, participants will develop an understanding of:

- Sustainability assessment principles, processes and issues.
- Sustainability assessment for the approval of new development proposals.
- Sustainability assessment to inform planning and decision-making within an organisation.
- A generic 7-step process framework for sustainability assessment of any proposals ranging from physical projects to plans and policy change.
- How to develop a sustainability decision-making protocol appropriate to a particular context by drawing on relevant strategies and standards.
- How to facilitate integration and manage trade-offs.

This course will feature a number of lectures interspersed with small group discussions and activities. Participants will be provided with a resource guide with state-of-the-art information on sustainability assessment.

**Level:** Intermediate

**Prerequisites:** An understanding of IA processes and terminology; hence previous attendance at IAIAo8 training course "Understanding Impact Assessment" or similar course, or at least one year of work experience as a proponent or regulator within an IA system.

**Language:** English

**Duration:** 1 day (18 May)

**Min/Max:** 10-60

**Instructors:** **Jenny Pope**, Integral Sustainability, Australia

**Angus Morrison-Saunders**, Murdoch University, Australia

## 10 | PRINCIPLES AND PRACTICE OF HEALTH IMPACT ASSESSMENT: APPRAISAL OF PROJECT HIA REPORTS

This course is organized in response to the continued demand for adequate health impact assessment and to the need to develop competencies in this area. It aims to contribute to capacity building that will allow for the adequate performance of HIA. It focuses on the independent quality control component and places it in the broader impact assessment framework. The course programme assumes a basic level of knowledge and experience about impact assessment tools, methods and procedures.

The course will address, systematically, the key issues of HIA appraisal. Appraisals consist of two parts: (1) appraisal of the comprehensiveness, objectivity, reliability and rigour of the HIA methods and procedure applied –and, thus, of the credibility and accuracy of the conclusions-, and (2) appraisal of the recommended actions that make up the Public Health Management Plan, for their technical soundness, social acceptability and economic feasibility.

The original Terms of Reference are the starting point for any appraisal, and the first part of the procedure, which considers the methods and procedures used in the HIA, results in an intermediate appraisal report. As part of course group work, findings with respect to the adequacy of the HIA case study in terms of recommended actions that will make up the Public Health Management Plan will be discussed in plenary.

At the end of the course, participants will have:

- Updated their knowledge of the general principles and practices of HIA
- Acquired specific knowledge and know-how about the second part of the HIA appraisal phase
- Gained a good understanding of the criteria applied in the appraisal of the HIA recommendations and the structure of a Public Health Management Plan
- Gained a good understanding of what makes a good Public Health Management Plan, and the underlying institutional arrangements
- Shared experiences from different settings from around the globe
- Learned how to perform essential HIA appraisal functions in a realistic context.

**Level:** Intermediate

**Prerequisites:** For impact assessment regulators and practitioners who have responsibilities for environmental impact assessment and want to extend their capabilities to HIA and to those already working in health impact assessment who want to learn about the state of the art in HIA appraisal. The course will also be of value to those who want to generally broaden the scope of their knowledge on impact assessment issues. Practical experience in impact assessment is an asset.

**Language:** English

**Duration:** 1 day (18 May)

**Min/Max:** 10-25

**Instructors:** **Peter Furu**, DBL/University of Copenhagen, Denmark  
**Robert Bos**, World Health Organization, Switzerland

# TECHNICAL VISITS AND TOURS

## A | Wetland and Nature Conservation, Forts and Castles

This 2-day tour involves visits to the historic Cape Coast Castle; the Kakum National Park with the excellent canopy walk; Amanzuri Conservation Area, which hosts a pristine wetland and fresh water lagoon (home to marine turtles, birds, crocodiles and monkeys); the remarkable Nzulezu Village on Stilts in the centre of Lake Tadane; and the Ankasa National Park, a wet evergreen forest of diverse and great botanical beauty and richness of over 3,000 plant species per hectare.

The tour requires an overnight stay at a hotel in Axim.

**Sunday-Monday, 17-18 May •**

**Depart 07:00**

**Minimum: 30 • \$100**

**Price includes transportation and lunches.**

**Price does not include other meals and hotel. Other meals and hotel will be additional and at the participant's expense.**

## B | Volta Lake/Akosombo Hydroelectric Power Project

The technical visit is in two parts, involving a stop at the Shai Hill Resource Reserve located just 40 kilometers from Accra and hence to Volta Lake at Akosombo. The Shai Hills is a wildlife reserve that is home to species such as kob, bushbuck, oribi, baboon, various monkeys and a plethora of birds and reptiles. The reserve was the home of the Shai people up until 1892 and is a major archaeological site with excavations that have revealed large amounts of pottery, glass beads, and bone fragments of large mammals such as elephant and buffalo. The hills are dotted with the remnants of defence walls, grinding stones and pottery shards.

The second part of the visit will be Volta Lake, the largest reservoir by surface area in the world, covering almost 8,502 km<sup>2</sup> (3,275 m<sup>2</sup>) (3.6% of Ghana's total land area). The construction of the Akosombo dam required the flooding of the Volta River basin and its upstream fields, resulting in the creation of Lake Volta between 1962 and 1966. This necessitated the relocation of 80,000 people into 52 resettlement villages. Apart from providing electricity for much of the nation, it is also important for transportation, plied by both ferries and cargo boats.

The visit includes a tour of the dam site and some of the resettlement villages and a boat trip on the lake.

**Sunday, 17 May • 08:00-17:00**

**Min-Max: 30-50 • \$50**

**Price includes transportation and lunch.**

*Sponsored by Volta River Authority.*

## C | Aburi Botanic Gardens/Tetteh Quarshie Cocoa Farm/Bunso Arboretum Forest Reserve/Cocoa Research Institute of Ghana

This tour offers participants the opportunity to see nature and to learn about plant diversity in Ghana. The tour starts at the Aburi Botanic Gardens, established in 1890 and one of the world's 1,600 botanic gardens leading the fight to save plant diversity as well as create an understanding and awareness for the promotion of methods of conservation and development of plant resources. It is situated about 39 kilometers northeast of Accra and covers an area of 64.8 hectares (160 acres). Participants are then privileged to visit the first cocoa farm to be established in Ghana by Tetteh Quarshie and Mampong Akwapin from seeds brought from Fernando Po Island. This cocoa farm was the beginning of the major cocoa industry in Ghana.

The Bunso Arboretum Forest Reserve spans about 16.5 hectares of semi deciduous forest and indigenous trees and houses over 100 species of birds, some of which are rare. The visitors have an opportunity to go through many kilometers of nature trails identifying local trees and plants and the local uses along the way. The visit ends at the Cocoa Research Institute of Ghana at Tafo.

**Sunday, 17 May • 08:00-17:00**

**Minimum: 30 • \$65**

**Price includes transportation and lunch.**

## D | Old Accra and Korle Lagoon Restoration Projects

The Old Accra Restoration Project is a cooperative effort to preserve Ghana's architectural heritage. The project is located close to the Central Business District of Accra and involved historic buildings conservation and restoration work and renewal of old parts of Old Accra. The project is intended to demonstrate the value of historic preservation, particularly its role in preserving traditional building skills and the potential for developing cultural heritage tourism. Participants will have the opportunity to visit various restoration work being undertaken in Old Accra. This provides great insight into the history and culture of Accra and where the city started. The tour ends with a visit to the Korle Lagoon Restoration Project in the western part of Accra where participants will learn about the rationale for the restoration work, challenges (including the potential resettlement of a shanty town located along the banks of the lagoon) and various innovative solutions and approaches.

**Mondya, 18 May 2009 • 09:00-16:00**

**Min-Max: 30-60 • \$30**

**Price includes transportation, and lunch.**



# TECHNICAL VISITS AND TOURS

## E | Tema Export Processing Zone

The Tema Export Processing Zone was established in 1999 as an industrial park for factories to produce for export. The Government of Ghana provided infrastructure support which was influenced by the outcome of a Strategic Environmental Assessment of the industrial enclave. The enclave has its own simple biological treatment plant and waste management control system which facilitates the conversion of waste to energy for firing boilers. The technical visit includes visits to cocoa processing plants, sheanut processing plants, and prefabricated housing plants, and highlights the various environmental safeguards in the operations of the industrial park. The tour ends with a visit to the Cocoa Processing Company, where participants are exposed to the entire process line from cocoa beans to liquor, butter, powder, and confectioneries including chocolate and pebbles.

**Monday, 18 May • 09:00-17:00**  
**Min-Max: 25-50 • \$45**  
**Price includes transportation and lunch.**  
**Jewelry must be removed and protective clothing will be provided at the factory.**

## F | Tema Oil Refinery and Port of Tema

Visit the Tema Port and the only oil refinery in Ghana. This tour exposes participants to the process of transferring crude oil from the harbour to the refinery and the refinery processes, particularly the operation of the refractory catalytic converter and tank farms for storage of crude and refined products. Emphasis is placed on the Environmental Management Systems incorporated into the plant, particularly the spill prevention and management systems. At the Port of Tema, participants will see how an SEA of the Port Master Plan is influencing the further development and modernization of the port. The tour ends with a visit to the Cocoa Processing Company, where participants are exposed to the entire process line from cocoa beans to liquor, butter, powder, and confectioneries including chocolate and pebbles.

**Monday, 18 May • 09:00-17:00**  
**Min-Max: 30-50 • \$45**  
**Price includes transportation and lunch.**  
**Jewelry must be removed and protective clothing will be provided at the factory.**

## G | Mining and Environment

The western region of Ghana is noted for mining, which poses great environmental challenges. This technical visit involves two mines: a gold mine at Tarkwa and a manganese mine at Nsuta. Participants will have an opportunity to be exposed to mine processes and the various environmental management measures introduced to make operations environmentally sound and socially acceptable. This tour includes an overnight stay at a hotel.

**Saturday-Sunday, 23-24 May •**  
**Depart 06:00**  
**Minimum: 30 • \$100**  
**Price includes transportation and lunches.**  
**Price does not include other meals and hotel. Other meals and hotel will be additional and at the participant's expense.**

## H | Northern Sector Tour

This conference tour offers participants the opportunity to tour the northern part of Ghana. It involves travel from Accra to the Ashanti Region to visit the Bonwire village, known to be the home of Ghana's famous Kente Cloth; the Buabeng Monkey Sanctuary, where monkeys walk without fear among villagers who believe the mona and colobus monkey are their ancestors who have returned to live among them; and then to the Mole National Park, which offers a great safari-like experience and is one of the biggest elephant sanctuaries in Africa. Participants will spend a night at a nice hotel with a swimming pool located in the middle of the reserve. There will also be an overnight stay at a hotel in Sunyani in the Brong Ahafo Region.

**Saturday-Monday, 23-25 May •**  
**Depart 07:00**  
**Minimum: 20 • \$200**  
**Price includes transportation.**  
**Price does not include other meals and hotel. Other meals and hotel will be additional and at the participant's expense.**

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## ABOUT TECHNICAL VISITS

Please register early! Technical visits will be cancelled if they do not reach the minimum number of paid participants by 1 April.

### IMPORTANT DATE: 1 APRIL!

### IMPORTANT NOTE!

Times are approximate. Start times and the location of departures will be confirmed.

Minimum and maximum numbers of participants are noted. If the visit for which you have registered does not meet the minimum number by 1 April, IAIA HQ will notify you and provide refund information or offer to transfer you to another visit. After 1 April, registrations will be accepted on a first-come, first-served basis until the visits reach the maximum number. Registrations will be processed in the order that payment is received.

Prices for technical visits are shown in US dollars. Participants must be pre-registered and pre-paid to participate. If you must cancel, the fee will be refunded, less an administration fee of 25% of the technical visit cost and contingent upon written notice of cancellation received in HQ by 3 April. After that time, no refunds will be issued.

Start times and the location of departure will be confirmed at a later date.

- Family members of registered delegates are welcome to register for technical visits.
- Casual clothing and walking shoes are recommended.

# SPECIAL NETWORKING ACTIVITIES AND EVENTS

## WELCOME RECEPTION

IAIAog will open with a reception; this event is traditionally a highlight of the conference, and the IAIAog opening reception promises to be something very special! Come along to meet up with old friends, make some new ones, and get your conference off to a great start.

Pending sponsorship  
Tuesday, 19 May  
18:00-19:30  
Pre-registration is required.

## DINE-OUTS

The tradition of dine-outs is back for IAIAog! Share an evening sampling some of the wonderful food for which Accra is renowned at a "pay your own way" dinner. IAIA-Ghana members have that all-important local knowledge about where the best food and the best dining experiences can be found in Accra, and in the spirit of their country's warm and hospitable traditions, they are ready to take you to experience it! To join, sign-up on the forms that will be available in the registration area. Dine-outs are a great opportunity to meet new people and see some different parts of the beautiful city of Accra.

Wednesday, 20 May  
19:30 onward

## BANQUET

Join colleagues old and new for good food and good conversation during the conference banquet at the Accra International Conference Center.

Pending sponsorship  
Thursday, 21 May  
19:30-22:00  
Pre-registration and nominal fee are required.

## BUFFET OF IDEAS

IAIAog introduces a simple methodology for hosting conversation about issues of interest and concern called "Buffet of Ideas."

Buffet of Ideas is an informal networking session which provides participants the opportunity to create their own workshops in small groups **over lunch**.

The conversation is to build, link and cross-pollinate ideas and discover new insights into issues important in their work. It is also for participants to share ideas on topics of interest and connect with colleagues with similar interests. The process can evoke the collective intelligence of any group and increase people's capacity for effective action in pursuit of common aims. It also harnesses the power of conversation for work and social value. It provides a useful guide for persons seeking creative ways to foster dialogue in thinking together and creating actionable knowledge.

Participants introduce an idea by suggesting a two- to three-word title. The ideas can be on either a country or a regional basis. Participants should e-mail their titles to Jonathan Allotey (jallotey@epaghana.org and jan\_allotey@yahoo.com) by 30 April.

## GHANAIAN NAMING

Traditional names in Ghana vary by ethnic group. There are many ethnic groups in the West African nation of Ghana. Most of them base the first names they give to their newly born children on the day of the week on which the child was born.

### EXAMPLES OF GHANAIAN SOUL NAMES

Day of the Week .....	Male	Female
Sunday.....	Kwasi	Akosua
Monday.....	Kwadwo	Adwoa
Tuesday .....	Kwabena	Abena
Wednesday .....	Kwaku	Akua
Thursday.....	Yaw	Yaa
Friday.....	Kofi	Afua
Saturday .....	Kwame	Ama

### CHARACTERISTICS OF EACH DAY

**Sunday's child** is the passive, sensitive and warm member of the family. He/she tends to be shy and likes to keep to his/her self, but is very aware of his/her surroundings and usually is the secret keeper of the family.

**Monday's child** is the father or mother in the family; nurturing in nature, dependable and organized, and protective of his/her family.

**Tuesday's child** is the problem solver and planner of the family. They are structured in nature, neutral in all matters and never take sides.

**Wednesday's child** is fully in control of every situation, does not want to be told what to do, know it all, is spontaneous, vibrant and cordial. Be sure not to cross his or her path, though.

**Thursday's child** is quiet in nature and incredibly observant. They are generally listeners, not talkers, and analyze situations very well.

**Friday's child** is a leader, not a follower. He/she is very temperamental but has a big heart. Generally the instigator of everything.

**Saturday's child** likes to take control of family situations. He/she runs the show and makes the rules, but will go out of his/her way for others any time.

### SELECT YOUR NAME

Include your birth day on your registration form and receive your Ghanaian name at registration! See Day of the Week Genealogical Calendar to find out your day (<http://www.rootsweb.ancestry.com/~miwwcgs/DayWeekCalendar.htm>).

Source: Wikipedia

# SPECIAL NETWORKING ACTIVITIES AND EVENTS

## 'ROUND THE WORLD RAFFLE

While you are in Ghana attending IAIAog, did you know you can “visit” several other countries at the same time? Just walk through the room where the 'Round the World Raffle donations are displayed, and you can be virtually transported to Brazil, India, or South Africa. Sure, people will expect you to bring home an Ghanaian souvenir, but you can also surprise them with a “souvenir” from Namibia or Nepal!

**Here’s how it works:** Items donated by IAIAog participants will be on display along with a short description of each item and its cultural significance. People will be able to buy tickets for each item they like. At the end of the event, one ticket per item will be drawn and the winning ticket-holder can claim his/her prize. The more tickets you buy for a particular item, the greater the chance you will win it. In an effort to give back to our host community, a portion of the proceeds will be donated to a local goodwill or environmental program.

**Want to participate but not sure what to donate?** Ask yourself this question: If someone visited your country (including Ghana) for the first time, what kinds of things would be considered good souvenirs? It may be something for which your country is very well known. In the past, we have had a wide range of items—Portuguese painted tiles, South African wine, handmade Brazilian scarves, maple syrup from Canada, and a CD of bagpipe music from Scotland—just to name a few!

**Be creative! Have fun with it!** Think of it as a way to share a little piece of your culture with the rest of IAIA. All we ask is that each item has a minimum value of US\$10 and that you let us know by 17 April if you plan to donate.

We hope that many will participate, both donating items and purchasing raffle tickets, so that we will be able to make a sizable gift. And the more who participate, the more fun it will be!

**I want to participate! What do I do now?** Just complete and submit the form below for each item you will donate. Electronic submission to Bridget John (bridget@iaia.org) is preferred. Otherwise, fax or mail the form to HQ. Donors will be contacted later with more details.



### IAIAO9 RAFFLE DONATION

Your name: .....

\*Donated item: .....

\*From what country: .....

Approximate US\$ value: .....

\*Brief description or background on the cultural significance of the item (50 words or less):

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Starred (\*) information will be displayed next to the item for the ticket purchasers to see.

**E-mail** this information to [bridget@iaia.org](mailto:bridget@iaia.org), **mail** the completed form to IAIA International Headquarters, 1330 23rd Street South, Suite C, Fargo, ND 58103-3705 USA, **or fax** the completed form to +1.701.297.7917.

**NOTE: DO NOT SEND YOUR DONATION TO IAIA HEADQUARTERS. PLEASE TAKE YOUR ITEM WITH YOU TO ACCRA.**

# SECTION ACTIVITIES

## MEET THE IAIA SECTIONS!

IAIA is a member-based organization which currently has twelve Sections that cover different types and aspects of impact assessment.

IAIA Sections provide opportunities for IAIA members with these mutual interests to share experiences and discuss ideas in an informal setting. Sections provide a forum for active topical debate and for development and promotion of good practice.

IAIA Sections have a chance to meet during each annual conference, and they also have a rolling program of work throughout the year.

The members of the Sections and their activities are the life-blood of IAIA: through the Sections, IAIA members can feed into the organization of each annual conference, publish different materials, and develop new lines of thought.

## WHY JOIN AN IAIA SECTION?

- When you pay the non-member conference rate, you automatically become an IAIA member and are eligible to join a Section.
- Sections are a networking forum for IAIA members, where you can meet your colleagues.
- Sections promote your personal professional development.
- Sections develop interesting activities that you may want to join.

## WHERE CAN I FIND THE SECTIONS AT IAIA09 IN ACCRA?

- The Sections will have special tables at the welcome reception, where you can informally meet with the Section chairs, find out more about what they do, and join!
- All sessions that have been organized by the Sections will be clearly identified in the preliminary and final programs.
- Each Section will hold a Section meeting during the conference, which everyone is welcome to attend.
- Section chairs will be identified by ribbons on their name tags so that you can find them during the conference.

## ANY QUESTIONS?

Please contact Sections Coordinating Committee Chair Lea den Broeder ([lea.den.broeder@rivm.nl](mailto:lea.den.broeder@rivm.nl)) or the coordinator of a specific Section as listed at right, or visit [www.iaia.org](http://www.iaia.org) > Sections for more information.



## CURRENT SECTIONS

### AGRICULTURE, FORESTRY AND FISHERIES

Patrick Duffy  
[pjduffy@shaw.ca](mailto:pjduffy@shaw.ca)

Mark Curtis  
[curtis@nrs.mcgill.ca](mailto:curtis@nrs.mcgill.ca)

### BIODIVERSITY & ECOLOGY

Asha Rajvanshi  
[ar@wii.gov.in](mailto:ar@wii.gov.in)

Susie Brownlie  
[dbass@icon.co.za](mailto:dbass@icon.co.za)

### CORPORATE STEWARDSHIP & RISK MANAGEMENT (FORMERLY ENVIRONMENTAL MANAGEMENT SYSTEMS)

Debra Zanewich  
[dzanewich@edc.ca](mailto:dzanewich@edc.ca)

### HEALTH IMPACT ASSESSMENT

Ben Cave  
[ben.cave@bcahealth.co.uk](mailto:ben.cave@bcahealth.co.uk)

### INTEGRATED ASSESSMENT OF TRADE-RELATED POLICIES

Rachelle Besner  
[rachelle.besner@international.gc.ca](mailto:rachelle.besner@international.gc.ca)

### INDIGENOUS PEOPLES

Chantal Otter-Tetreault  
[chantal@gcc.ca](mailto:chantal@gcc.ca)

### STRATEGIC ENVIRONMENTAL ASSESSMENT

Thomas Fischer  
[fischer@liv.ac.uk](mailto:fischer@liv.ac.uk)

### DISASTERS & CONFLICTS

Charles Kelly  
[72734.2412@compuserve.com](mailto:72734.2412@compuserve.com)

Michel Bouchard  
[michel.a.bouchard@cogeos.com](mailto:michel.a.bouchard@cogeos.com)

### ENVIRONMENTAL IA LAW, POLICIES & PRACTICE

Jan de Mulder  
[jan.demulder@lin.vlaanderen.be](mailto:jan.demulder@lin.vlaanderen.be)

### PUBLIC PARTICIPATION

Bert Enserink  
[b.enserink@tbm.tudelft.nl](mailto:b.enserink@tbm.tudelft.nl)

John Devlin  
[jdevlin@uoguelph.ca](mailto:jdevlin@uoguelph.ca)

Dusica Radojic  
[dusica.pula@inet.hr](mailto:dusica.pula@inet.hr)

### SOCIAL IMPACT ASSESSMENT

Ilse Aucamp  
[ilsea@lantic.net](mailto:ilsea@lantic.net)

### STUDENTS AND EARLY PROFESSIONALS

Paola Gazzola  
[Paola.Gazzola@ncl.ac.uk](mailto:Paola.Gazzola@ncl.ac.uk)

# SPONSORS AND EXHIBITORS

## WE WELCOME YOUR SPONSORSHIP OF IAIA09

Sponsorship demonstrates your environmental consciousness to delegates from around the world while you contribute to the improvement of impact assessment locally and globally.

Contact Jonathan Allotey, IAIA09 program chair (jallotey@epaghana.org and jan\_allotey@yahoo.com | phone +233 (0) 20 811 2686) or Bridget John, IAIA HQ (bridget@iaia.org | phone +1.701.297.7908) for a complete sponsorship pack.

### INFORMATION FOR SPONSORS

Maximize your sponsorship with these unique opportunities ... maximize your exposure to environmental professionals worldwide by confirming your sponsorship as early as possible.

For recognition in the final program, sponsorship must be confirmed by 17 April 2009. Names and logos will be posted on the IAIA09 Web site as they are confirmed.

Sponsorship opportunities include functions, workshops, theme forums, lunches, technical visits, coffee breaks and publications.

### SPONSORSHIP BENEFITS

Sponsors may choose to support specific elements of the conference or make a general contribution. All sponsorship attracts benefits, as summarized below. **Amounts are in US dollars.**

Benefit	Reef \$1,500-\$7,500	Island \$7,501-\$25,000	Continent \$25,001-\$50,000	Earth More than \$50,000	Premier Limit 1 by negotiation
Recognition in conference publications	✓	✓	✓	✓	Prominent
Recognition in IAIA newsletter (circulation 1,600+)	✓	✓	✓	✓	Prominent
Recognition on conference sponsors Web page	Company name	Logo	Logo	Logo with hot link to company Web site	Prominent logo and hot link
Recognition in final program	Company name	Logo	Logo	Logo	Logo on front cover
Final participant list after conference		✓	✓	✓	✓
Black/white advertisement in final program		One 1/4-page ad	One 1/2-page ad	One full-page ad	One full-page ad
Complimentary registrations		One	Two	Three	Five
Exhibit booth discount			25% discount	50% discount	100% discount
Sponsorship of one theme forum or concurrent session				✓	✓
Sponsor-provided satchel insert				One	Two
Logo on delegate satchels					✓
Acknowledgment in all news releases					✓
Additional invitations to conference banquet					Three
Recognition on all IAIA09 Web pages					✓
Named host of other conference events, subject to negotiation					✓

We welcome



**Newmont Gold Ghana Ltd.**

as the IAIA09 Premier Sponsor, but many other sponsorship opportunities remain!

### EXHIBITS, BOOTHS AND DISPLAY MATERIALS

Prominent display space is available for booths and exhibits! Contact IAIA HQ before 1 April for rates and information.

A table will be provided for IAIA members to display information, distribute conference papers, or announce/distribute non-commercial items. Delegates must be in attendance personally to display materials.

### DELEGATE PACKET INSERTS

If you would like to distribute materials (brochures, flyers, or other suitable materials) in delegate packets, contact IAIA HQ for rates and shipping information before 1 April.

All materials must be approved by IAIA prior to inclusion in the delegate packets.

# STUDENTS AND MENTORS



## STUDENT REGISTRATION FEE WAIVERS

IAIA is pleased to offer a student fee waiver program for IAIAo9. This program, initiated at IAIA'o4, allows up to ten students a waived conference registration fee in exchange for providing in-kind services on-site in Accra. The 10-12 hours of in-kind services will include an organizational meeting and reporting on at least two sessions, with the balance of activities being organizational or administrative duties.

Eligible students must:

- Be a current student member of IAIA, or apply for student membership.
- Participate in the conference with a paper or poster presentation, having registered and submitted an abstract by **31 January 2009**.
- Submit the student fee waiver application form by **31 January 2009**.
- Subscribe to the SEP (Students and Early Professionals) listserv upon acceptance into the program, to facilitate communication.

Fee waivers are allocated in part based on geographic dispersion and on a first-come, first-served basis.

For more information, contact Bridget John at IAIA HQ ([bridget@iaia.org](mailto:bridget@iaia.org)) or phone (+1.701.297.7908) for program guidelines and an application form. You will be notified 3-4 weeks after 31 January whether you have been accepted. Each student selected will be asked to pay a US\$40 processing fee at that time.

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## MENTORS AND BUDDIES WANTED

A mentoring program was initiated at IAIA'o4 and will be offered again for IAIAo9. The intent is to help students and early professionals (SEPs) feel more comfortable and less overwhelmed with their first IAIA conference experience. The program links the SEP to a Mentor **and** a Buddy.

The **Mentor** is an experienced IAIA member with the same interest area as the applicant. The Mentor will act as a discussion partner on common topics of interest for the professional development of the SEP applicant. It is not intended that the SEPs shadow assigned Mentors, but rather that they meet at the conference to begin conversation that extends beyond the conference. It is hoped that the Mentor/SEP will continue communicating on interest areas throughout the year following IAIAo9.

The **Buddy** is a current or recent SEP who has attended previous IAIA conferences. The Buddy will help the SEP navigate the conference and presentation format, answer questions, and introduce the SEP to other delegates. Similarly, it is not intended that the SEP shadow the Buddy, but rather that the Buddy act as a springboard into the IAIA conference experience.

I would like to be a Mentor

I would like to be a Buddy

I am an SEP and would like to be assigned to a Mentor and a Buddy

Please indicate your area of impact assessment experience or interest so that we can match Mentor, Buddy, and SEP interests to the extent possible:

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> SEA                   | <input type="checkbox"/> SIA              | <input type="checkbox"/> Biodiversity & Ecology              | <input type="checkbox"/> Indigenous Peoples   |
| <input type="checkbox"/> EMS                   | <input type="checkbox"/> Health           | <input type="checkbox"/> Environmental Law                   | <input type="checkbox"/> Public Participation |
| <input type="checkbox"/> Trade                 | <input type="checkbox"/> Urban Governance | <input type="checkbox"/> Agriculture, Forestry and Fisheries |   |
| <input type="checkbox"/> Disasters & Conflicts | <input type="checkbox"/> Other:           | _____  |   |

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_@\_\_\_\_\_

Fax this form to +1.701.297.7917 or e-mail Bridget John ([bridget@iaia.org](mailto:bridget@iaia.org)) by 1 April 2009.

# CAPACITY BUILDING STIPEND ANNOUNCEMENT

## Opportunity to Receive Training/Travel Stipend (Financial Support)

Application Deadline: 15 January 2009

The International Association for Impact Assessment (IAIA) is pleased to announce that stipends will be available for a limited number of participants from selected developing countries/countries in transition to attend IAIAog. In recent years, financial support was received from the Swedish International Development Agency, the Norwegian Royal Ministry of Foreign Affairs, the Korea Environment Institute/Korean Ministry of Environment, and Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ).

### WHO WOULD QUALIFY FOR THE STIPENDS?

Applicants who meet the following criteria will be given the highest consideration:

### EXPERIENCE/BACKGROUND

- [a] Impact assessment professionals with 4-12 years of professional experience in impact assessment.
- [b] Impact assessment professionals working in a leadership position in government, agency, university, or consultancy.
- [c] The sponsorship from the donors may give selection preference to citizens of countries where they have ongoing involvement.

### APTITUDE FOR LEARNING AND LEADING

- [d] Applicants who demonstrate their capacity to present a meaningful paper/poster related to the themes of IAIAog, based on their professional experience.
- [e] Applicants who demonstrate their capacity and/or plans to apply ideas and experiences gained at the conference to their ongoing work within their home institutions.
- [f] Applicants who justify their selection of one of the pre-conference training courses offered at IAIAog.
- [g] Applicants who are willing to and in a position to train/mentor other in-country impact assessment professionals.

### INTEREST AND INVOLVEMENT IN IMPACT ASSESSMENT

- [h] Applicants who have an interest in networking either to encourage establishment of a local network or to support/expand the activities of an established impact assessment network.
- [i] Applicants who are willing to promote impact assessment to in-country decision makers and/or civil society for better understanding and implementation.

### HOW TO APPLY

Complete applications must be received by 15 January 2009. Contact [green@iaia.org](mailto:green@iaia.org) for an application form. Include your name and C-B-S in the subject line of your message.

Successful applicants may receive all (or part) of the following:

- Payment of IAIAog conference registration fee.
- Payment of IAIAog pre-conference training course fee.
- Payment of IAIAog technical visit.
- Most direct economy airfare.
- Carbon offset for flight.
- Lodging for the duration of the conference.
- A modest daily allowance to cover meals and miscellaneous expenses.
- A three-year membership in IAIA.
- Payment for travel insurance up to US\$50.
- Other opportunities to network with IAIAog capacity grant recipients and other IAIA members.

### OTHER REQUIREMENTS

- Applicants must fax a copy of their valid passport at the time of application. (Fax +1.701.297.7917)
- Applicants must obtain and pay for all necessary visas in a timely manner.
- Applicants will be expected to remain in Accra from approximately 16-22 May, depending on the applicant's choice of technical visit and any pre- or post-conference briefing sessions scheduled by the donors.
- Applicants will be expected to attend and participate in all scheduled events.
- Applicants must submit a trip report to their immediate supervisor (copied to IAIA HQ). IAIA membership for the second and third year will be withheld until this report is received.
- Applicants shall submit comments and evaluations of the value of their conference participation to IAIA as requested.
- Applicants will be expected to engage in post-conference promotion and mentoring activities to advance understanding of impact assessment among local colleagues, decision-makers and the general public.

PLEASE SHARE THIS INFORMATION WITH ANYONE YOU KNOW WHO MAY QUALIFY.



# CONFERENCE INFORMATION

## LOCATION AND DATES

IAIAog will take place from 17-22 May 2009 at the Accra International Conference Center (AICC) in Accra, Ghana, with adjunct events planned before, during and after the conference. Activities will take place at AICC unless otherwise noted.

Located approximately 20 minutes from Kotoka International Airport, the AICC is located near the central business district of Accra, close to the State House.

The address is Castle Road opposite State House, P.O. Box 1054, Cantonments, Accra, Ghana | phone +233 21 669600 | fax +233 21 669825.

## LANGUAGE USED

English is the primary language used at IAIA conferences. Simultaneous translation in French is tentatively planned for the plenary sessions. Unless otherwise noted, all other sessions will be held in English.

## FINAL PROGRAM

IAIA plans to have the final program available on the Web site approximately two weeks prior to the conference, and it will be distributed upon conference check-in or on-site conference registration at AICC.

The preliminary program contains the *tentative* schedule; be sure to check the final program to confirm details of activities in which you plan to participate. Please note deadlines of registration for special events.

## PUBLICATIONS

The IAIA tentatively plans to publish full conference proceedings online following the conference. The Program Committee and/or your session chair will contact you regarding submission of your full paper as soon as details are available.

Participants are encouraged to submit their papers for possible publication in IAIA's journal, *Impact Assessment and Project Appraisal*. See [www.scipol.demon.co.uk/iapa.htm](http://www.scipol.demon.co.uk/iapa.htm) for submission information.

## PRESENTATION EQUIPMENT AND MATERIALS

Please plan to arrive prepared. Presenters are responsible for supplying their own session or poster materials. Because of high rental costs which would necessarily be passed on to all delegates in the form of higher registration fees, IAIA does not provide copying, printing, computers or other business services on-site.

PowerPoint projectors and laptop computers will be provided in each session room. Presenters are

responsible for arranging and paying in advance for any other equipment needed for their presentations. Contact IAIA HQ for price information and to order equipment before 1 April.

## BUSINESS SERVICES AT AICC

No business services are available at AICC. Please plan to arrive prepared, or ensure that your hotel offers any facilities you may need.

## CONFERENCE ATTIRE

IAIA conferences are generally business casual. Tropical lightweight clothing for warm weather would be appropriate.

## MEALS

IAIA will provide lunches and coffee breaks.

Based on the data collected via registration forms, IAIA will estimate a percentage of vegetarian or special meals. This does not guarantee accommodation of individual preference.

## REGISTRATION AND FEES

All conference participants, including delegates, sessions chairs, invited speakers, organizers, exhibitors, and paper and poster presenters, are required to register for the conference at the full, student, or exhibitor registration rate. Contact IAIA HQ for information on exhibitor registration.

IAIA does not have funds available to pay registration and/or travel expenses for program participants, with the exception of the funding program noted on page 31. You are invited to review this information to see if you qualify.

Full and student registration fees entitle delegates to attendance at all sessions, coffee breaks, lunches 19-21 May, participants list, delegate satchel, conference proceedings (as available), and special events, unless an additional fee is noted.

Delegates will receive a name badge upon check-in. The badge is an official pass and must be worn to obtain entry to conference functions. If tickets are required for any events, they will be distributed by HQ.

**IAIA members:** If it is more convenient for you to pay your annual membership dues at the same time you register for the conference, please contact [info@iaia.org](mailto:info@iaia.org) for a combined invoice. IAIA will credit your account as having paid an annual 12-month membership fee which will begin on your regular membership anniversary date. Otherwise, you will receive an invoice for membership dues on your regular membership anniversary date. You can also renew your membership electronically if you register online.

**Non-members:** The non-member rate includes a one-year membership to IAIA, including a

subscription to *Impact Assessment and Project Appraisal*. Your one-year membership begins when IAIA receives your conference payment.

**Student:** The student rate includes a one-year membership. If you are a current member, your membership will automatically be extended one year from your anniversary date.

**Affiliate members:** Members of IAIA Affiliates having an active MoU with IAIA will be admitted to the conference at the IAIA member rate. This rate does not include IAIA membership. You must provide your Affiliate's number on the registration form to take advantage of this offer.

## PAYMENT AND REFUND POLICIES

Registration fees should accompany the registration form. Fees are accepted by MasterCard, Visa, or American Express and are charged in US dollars (USD). Checks or money orders made payable to IAIA in USD drawn on a US bank are also accepted.

Any registration after 30 April must be made on-site. Registration receipts are issued by mail only. Official receipts for registrations made after 30 April will be issued by mail after the conference.

IAIA will refund registration fees upon written request received before 21 March. A US\$75 processing fee will be retained. After 21 March, no refunds will be issued for cancellations or no-shows. Substitutions for paid registrants may be made in writing without financial penalty. Refunds will be issued after the conference.

## QUICKPASS

If your conference registration is paid in full by 28 February, you will be mailed a purple "Quickpass" which entitles you to express check-in service at the conference registration desk in Accra.

## INSURANCE AND LIABILITY

IAIA, the organizing committee, and the venue will not be responsible for medical expenses, accidents, losses or other unexpected damage to property belonging to conference participants, either during or as a result of the conference and during all tours and events. Participants are strongly advised to arrange their own insurance for health and accident, lost luggage and trip cancellation.



# GENERAL INFORMATION

## HOST CITY

Accra stretches along the Atlantic coast. It was originally built around a port and its architecture ranges from large and elegant 19th Century colonial buildings to modern high rise buildings. There is also an impressive National Theatre that was built with Chinese assistance. The center of Accra contains banks, shopping malls, Cocoa Marketing Board headquarters and the Ministries area where the government administration is concentrated.

Accra is also known for its central market, Makola, which is a large and busy open-air market. The IAIAog conference venue, Accra International Conference Center, is adjacent to the State House which houses the Ghana Parliament and close to a number of important structures such as the Kofi Annan ICT Centre, Accra Sports Stadium and Independence Square. There are a number of luxury as well as great value boutique hotels, excellent restaurants and night clubs which combine a selection of Western pop music and spectacular Ghanaian music and dancing.

## CONFERENCE HOTELS

Portobello & Company, a professional destination management company in Accra, is arranging room blocks at a number of area hotels. Hotel details and bookings will be available online at [www.iaia.org](http://www.iaia.org) > IAIAog upon confirmation of the final list of recommended hotels.

IAIA strongly encourages delegates to book through Portobello and at the selected hotels, as Portobello will also be arranging for the shuttle transportation to and from the selected hotels only and the AICC.

## LANGUAGE

English is the primary language used at IAIA conferences. Events will be held in English unless otherwise specified.

English is the official language and used for all transactions in Ghana. The local languages widely used are Akan, Ga, Hausa and Dagbani.

## CLIMATE

Ghana has a tropical climate, characterized most of the year by moderate temperatures (generally 21-32°C / 70-90°F), constant breezes and sunshine. The southern part of the country has two rainy seasons, from May to July and from September to October, separated by a short dry season in August and a relatively long dry season from November to April. In May, expect warm and humid conditions, with the average temperature in Accra 86°F/30°C (high) and 78°F/ 25° C (low).

## PASSPORTS AND VISAS

For entry to Ghana, visitors must have a valid passport and visa. Non-West African (ECOWAS) citizens are required to obtain entry visas from Ghana Embassies and Consulates abroad. Visa on arrival service is available at the Kotoka International Airport in Accra, subject to prior arrangements with the Ghana Immigration Service. The Local Steering Committee will facilitate visas at the port of entry for participants from countries that do not have Ghanaian Consular offices. In order to do this, participants are required to forward the following information to the Local Steering Committee: first name, last name, date of birth, gender, nationality, passport number and type, e-mail address, fax number, and flight details. Information should be sent to the Local Steering Committee in care of Jonathan Allotey, IAIAog program chair ([jallotey@epaghana.org](mailto:jallotey@epaghana.org) and [jan\\_allotey@yahoo.com](mailto:jan_allotey@yahoo.com)). Participants will pay the immigration service a fee of US\$100 on arrival.

**IAIA advises delegates to plan ahead: prepare and apply for visas early.** Application processes may be completed quickly, but additional screening and collecting required documents may take weeks. If a personal invitation letter is needed for your visa application, please contact Jonathan Allotey, IAIAog program chair ([jallotey@epaghana.org](mailto:jallotey@epaghana.org) and [jan\\_allotey@yahoo.com](mailto:jan_allotey@yahoo.com)).

## TRANSPORTATION

Special once-per-day transportation from hotels to AICC and return will be scheduled. This service will be free of charge for delegates.

Public transport services such as taxis and busses are available for delegates' private movements, at their own expense. Vehicle rental services are also available in most hotels.

Please allow ample time to reach your destination; heavy traffic is a factor.

## BUSINESS HOURS

Time is GMT. On the average, business hours are international: weekdays 08.00 to 18.30 with one hour break from 12.30 to 13.30. Government institutions close at 17.00. Banking hours are from 08.30 to 15.00. Saturdays hours are 08.30 to 13.00 for shopping and some banks. On Sundays most commercial shops are closed.

## CURRENCY AND CREDIT CARDS

The best currencies to bring to Ghana are US dollars, euros and British pounds. Foreign exchange bureaus (Forex) are available in all the major towns and cities, but many outside Accra won't accept traveller's cheques. (Source: Lonely Planet • [www.lonelyplanet.com](http://www.lonelyplanet.com))

The main currency is the Ghana Cedi (GH¢) 1 GH¢ = 100 pesewas. Notes are in denominations of

GH¢5, GH¢10, GH¢20 and GH¢50. Currently, one (1) Ghanaian Cedi is equivalent to the US Dollar .

There are over 15 local and international banks operating in Ghana. These include Barclays, Standard Chartered, Zenith, UBA, etc. They offer services and operate ATM facilities which accept credit cards – mostly VISA Electron.

Credit cards are accepted by leading hotels, restaurants, banks and businesses. The most widely accepted credit cards are American Express, Diners, MasterCard and Visa. All banks and Forex bureaus accept travellers' cheques.

ATM services are also offered by major banks to enable customers withdraw cash 24 hours a day.

## COMMUNICATION

International calls can be made by buying a phone card or using a communication centre which has an international direct dialing service. Mobile phones are widely used. One can buy or bring his/her own handset and get connected to any of the existing mobile phone service providers like Ghana Telecom/Vodacom, MTN, Tigo, Kasapa and Zain. Internet providers and Internet Cafes are available throughout the country. Airmail letters, EMS, DHL, FedEx and other expedited mail services are also available.

## TIPPING

Tipping is optional.

## ACCESS

The AICC and many smaller hotels do not have elevators and/or are otherwise not handicap accessible.

## ELECTRICITY

Electricity in Ghana is 220-240 volts AC, 50Hz; usually 3-pin plugs. Single phase, 3-pin plugs are used in larger buildings. Older buildings may have flat or round 2-pin plugs.

## SMOKING

Smoking in public places is prohibited.

## TAXES

Value Added Tax of 15% is charged on transactions.

## HEALTH

A yellow fever vaccination is required. Malaria is predominant and precaution is required. Visitors are advised to begin taking their anti-malaria prophylactics before arriving and a minimum of three weeks after leaving . There are a number of excellent medical facilities, private clinics, hospitals and pharmacies in most of the urban areas.

# IAIA09 REGISTRATION FORM

- REGISTER ONLINE TODAY!
- FAST, EASY AND SECURE
- WWW.IAIA.ORG

## 1 | DELEGATE INFORMATION

Please fill out form completely. Type or print neatly in BLOCK letters. Be sure to include your name and organization exactly as you would like that information to appear on your delegate badge. Registrations after 30 April will be accepted on-site only.

Today's date \_\_\_\_\_ (month)/\_\_\_\_\_ (day)/20\_\_\_\_\_ (year)

Mr  Ms | On what day of the week were you born?  Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  
(Reference: see page 26 of the preliminary program.)

First name \_\_\_\_\_ Last (family) name \_\_\_\_\_

Title \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Phone + \_\_\_\_\_ Fax + \_\_\_\_\_ E-mail \_\_\_\_\_ @ \_\_\_\_\_

I plan to stay at \_\_\_\_\_ Hotel. This information is used to estimate room blocks in future years and will not be released.

## 2 | REGISTRATION FEES (all fees in US\$)

IAIA Member ID# \_\_\_\_\_ Affiliate ID# \_\_\_\_\_

Early Bird (by 28 February) Regular/On-site

IAIA member/Affiliate member .....  \$525 .....  \$605

Non-member .....  \$625 .....  \$720

Student (proof of current enrollment required) .....  \$360

## 3 | PRE-CONFERENCE TRAINING COURSES

Pre-registration and pre-payment by 1 April is required. After 1 April, registration acceptance is subject to availability, instructor consent, and receipt of payment.

- |  |           |                                |
|--|-----------|--------------------------------|
| 1. Practical Guide to Effective IA Follow-up     | 17 May    | <input type="checkbox"/> \$225 |
| 2. SEA in Developing Country Context             | 17-18 May | <input type="checkbox"/> \$395 |
| 3. Re-Tooling Impact Assessment                  | 17-18 May | <input type="checkbox"/> \$395 |
| 4. Cumulative Effects and Follow-Up in IA        | 17-18 May | <input type="checkbox"/> \$395 |
| 5. Achieving Human Well-Being through SIA        | 17-18 May | <input type="checkbox"/> \$395 |
| 6. Planning for Effective Public Participation   | 17-18 May | <input type="checkbox"/> \$395 |
| 7. Understanding IA: Principles, Methods, Trends | 17-18 May | <input type="checkbox"/> \$395 |
| 8. The Cultural Component of IA                  | 18 May    | <input type="checkbox"/> \$225 |
| 9. Practical Guide to Sustainability Assessment  | 18 May    | <input type="checkbox"/> \$225 |
| 10. Principles and Practice of HIA               | 18 May    | <input type="checkbox"/> \$225 |

Non-IAIA09 delegates .....  add \$75

## 4 | TECHNICAL VISITS

Pre-payment is required for technical visits. After 1 April, registrations will be accepted on a first-come, first-served basis until the maximum number of paid participants is reached.

- |                           |           |                 |                    |
|---------------------------|-----------|-----------------|--------------------|
| A. Wetlands/Castles       | 17-18 May | # persons _____ | @ \$100 = \$ _____ |
| B. Volta/Akosombo         | 17 May    | # persons _____ | @ \$50 = \$ _____  |
| C. Aburi Botanic Garden   | 17 May    | # persons _____ | @ \$65 = \$ _____  |
| D. Old Accra              | 18 May    | # persons _____ | @ \$30 = \$ _____  |
| E. Tema Export Processing | 18 May    | # persons _____ | @ \$45 = \$ _____  |
| F. Port of Tema           | 18 May    | # persons _____ | @ \$45 = \$ _____  |
| G. Mining & Environment   | 23-24 May | # persons _____ | @ \$100 = \$ _____ |
| H. Northern Sector        | 23-25 May | # persons _____ | @ \$200 = \$ _____ |

## 5 | SPECIAL EVENT

Conference Banquet 21 May # persons \_\_\_\_\_ @ \$15 = \$ \_\_\_\_\_

## 6 | INDICATION OF INTEREST/MEAL PREFERENCE

Opening reception 19 May # Persons: Delegates \_\_\_\_\_ Guests \_\_\_\_\_

Dietary restriction: \_\_\_\_\_

## 7 | PAYMENT INFORMATION

Registration fee US\$ \_\_\_\_\_

Total of activities fees US\$ \_\_\_\_\_

Total amount due US\$ \_\_\_\_\_

Charge to  Visa  MasterCard  American Express

3 or 4 digit CCV code on back of card \_\_\_\_\_

Expiration date \_\_\_\_ / \_\_\_\_ (month/year)

Print name on card \_\_\_\_\_

Authorized signature \_\_\_\_\_

Check or money order in US\$ drawn on a US bank drawn enclosed.

I will pay on-site with cash or traveler's check (US\$)

**Note: Pre-payment by 28 February for presenters and 1 April for technical visit and training course participants is required.**

I am being sponsored by someone other than my employer.

Sponsoring organization \_\_\_\_\_

Contact person \_\_\_\_\_

Contact person's phone + \_\_\_\_\_

Contact person's e-mail \_\_\_\_\_

## 8 | SEND REGISTRATION AND PAYMENT

### BY MAIL

1330 23rd Street South, Suite C  
 Fargo, ND 58103-3705 USA

### REGISTER ONLINE

www.iaia.org > IAIA09

### BY FAX

+1.701.297.7917

### QUESTIONS?

Phone +1.701.297.7908  
info@iaia.org

# COMMITTEES/ABOUT THE HOSTS

## ABOUT THE HOSTS



### MINISTRY OF LOCAL GOVERNMENT, RURAL DEVELOPMENT AND ENVIRONMENT

The Ministry of Local Government Rural Development and Environment is responsible for environmental issues in Ghana, including policies, treaties and conventions. The Environmental Protection Agency is the technical implementation agency of the Ministry. The Ministry is very supportive of the Agency's work and has initiated programmes to strengthen environmental management at the local and national levels.



### ENVIRONMENTAL PROTECTION AGENCY

The Environmental Protection Agency was established after the Stockholm Conference on Human Environment in 1972. It was formally established by NRC Decree 239 on 23 January 1974. This was at a time when there was worldwide growing concern on the dangers posed to the environment through careless human activities. The Agency was initially called the Environmental Protection Council (EPC), whose functions were mainly advisory.

The EPC continued to function as an advisory body for more than twenty years until 30 December 1994 when it was transformed into regulatory body as the Environmental Protection Agency Act, 1994 (Act 490). The EPA then became a body corporate with powers to sue and be sued. It was also given the responsibility of regulating the environment and ensuring the implementation of government policies on the environment.

The mission of the Agency is to co-manage, protect and enhance the country's environment in particular as well as seek common solutions to global environmental problems. Ghana has made significant progress in the development of a workable and efficient Environmental Impact Assessment System since 1989. The EIA system was established with the development of appropriate legislative and regulatory frameworks, EIA administrative machinery, EIA Procedures, in-country EIA capacity development for policy makers, parliamentarians, administrators, regulators, private sector, consultants, district assemblies and linkages with local as well as internationally recognized EIA centres of excellence. In recent years the Agency has played a pioneering role in mainstreaming environmental issues in national development in Ghana. This culminated in the successful conduct of strategic environmental assessment (SEA) of the Ghana Poverty Reduction Strategy I (GPRS) in 2004. Subsequent SEAs have been conducted on National Energy, Transport, Water and Shelter policies in Ghana.

The EIA process has made significant contributions and continues to be an integral part of decision-making in Ghana, particularly among regulatory agencies, local financial institutions, development assistance requirements, state divestiture programmes and insurance schemes.

The Environmental Protection Agency has since 2004 been organizing pre-conference training at IAIA annual conferences and will offer training again at IAIA09.

### IAIA-GHANA IAIA - GHANA

The local Affiliate of IAIA was formed on 25 July 1997 and was formally registered in Ghana on 8 February 1999. The affiliate was duly launched on 7 May 1999. The Ghana Affiliate is registered with the International Association for Impact Assessment and has an MoU outlining the responsibilities and benefits for all parties which was signed in April 2004 during the annual conference in Vancouver, Canada. IAIA-Ghana has a membership of over 80 with about 25 actively involved with its activities. Major activities undertaken by the Affiliate include hosting of the IAIA Board during its mid-term meeting in Ghana in 2001 and organizing EA Training for professional bodies in Ghana (Ghana Institution of Surveyors and Engineers) and members of the Affiliate. Affiliate members have been attending the IAIA Annual Conferences for many years.

## GHANA STEERING COMMITTEE

Jonathan Allotey (chair), Environmental Protection Agency  
Evans Darko-Mensah, Refast Ltd.  
Yaw Amoyaw-Osei, Centre for Environment & Health Research  
Ebenezer Appah-Sampong, Environmental Protection Agency  
Christine Asare, Environmental Protection Agency  
Kwabena Badu-Yeboah, Environmental Protection Agency  
Emelia Brew-Butler, Emellord Associates Ltd.  
Kwaku Sersah-Johnson, Ministry of Aviation

### LOGISTICAL ARRANGEMENTS BY

Leslie Amissah, Portobello & Company

# DON'T MISS THE ONLY INTERNATIONAL, INTERDISCIPLINARY, EDUCATIONAL CONFERENCE DEDICATED TO ADVANCING THE ART AND SCIENCE OF IMPACT ASSESSMENT!

## WHAT DID PARTICIPANTS VALUE MOST ABOUT IAIAO8?

- Meeting other EIA practitioners; making new contacts; knowing there are the same issues re: EIA around the world and sharing those experiences!
- *Learning new things in other fields of impact assessment by attending sessions and forums; networking and discussing with old and new friends.*
- Meeting very interesting, engaged, and committed people. Some you know from literature; others are complete strangers.
- *Multidisciplinary and interdisciplinary approach.*
- *Feeling the international pulse of the impact of impact assessment on related professionals.*
- The ability to make a contribution and be reinvigorated.
- *Inspiration from others in the field and how they are meeting challenges, particularly in developing countries. This provides impetus for us to keep pushing the boundaries to improve.*
- Coming away with lots of ideas to bring into our assessment process and review of legislation that is currently underway.

## IAIA STEWARDSHIP CORPORATE MEMBER

TEC, Inc.

## IAIAO9 SPONSORS

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Newmont Ghana

### EARTH

Sida

Oil for Development Program, NORAD

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MTN

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## SPONSORSHIP OPPORTUNITIES ARE STILL AVAILABLE!

See page 29 for information.



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info@iaia.org • www.iaia.org

## IAIAO9 AT-A-GLANCE

### SUNDAY, 17 MAY

Training courses

Technical visits

All Day

All Day

### MONDAY, 18 MAY

Training courses

Technical visits

All Day

All Day

### TUESDAY, 19 MAY

Plenary, forums, sessions

Poster session

Opening reception\*

All Day

Afternoon

Evening

### WEDNESDAY, 20 MAY

Forums, sessions, AGM

Social and networking events

All Day

Evening

### THURSDAY, 21 MAY

Forums, session, Council meeting

Banquet\*

All Day

Evening

### FRIDAY, 22 MAY

Concurrent sessions, closing plenary

Morning

### SATURDAY, 23 MAY

Post-conference tours depart

Morning

\* to be confirmed

## IMPORTANT DATES AND DEADLINES

### 15 January

- Capacity building stipend application deadline

### 31 January

- Abstract submission deadline
- Student fee waiver applications due

### 15 February

- Acceptance notifications completed

### 28 February

- Presenting authors' registration and payment
- Early Bird registration rate ends
- Last day to qualify for Quickpass

### 15 March (tentative)

- Full papers due for proceedings peer review process (optional)

### 1 April

- Training course registration and payment deadline
- Technical visit registration and payment deadline
- Booth & exhibit reservation deadline
- SEP/Mentor/Buddy participant forms due
- Requests for special audio-visual equipment due

### 17 April

- Sponsorship confirmation needed to be recognized in final program
- Raffle donation forms due
- Requests to include material in delegate packs

### 30 April

- Pre-registration cutoff