

Guidelines for Hosting the 4th Asia-Pacific Water Summit

The Asia-Pacific Water Forum (APWF) is currently seeking expressions of interest from national and local governments willing to host and organize the 4th Asia-Pacific Water Summit in 2020.

Initial expression of interest required by 24 September 2018

Bid proposal required by the end of October 2018

1. Principles and Formats

1.1 Background

The objective of the Asia-Pacific Water Forum (APWF) is to raise the priority of tackling water security issues highlighted in the development agenda of the Asia-Pacific region by promoting the active exchange of information, knowledge and skills across institutions and people in Asia and the Pacific in the pursuance of water security as an indispensable part of the development process. The APWF was created in 2006, under the impetus of late Prime Minister of Japan, Ryutaro Hashimoto, and is currently presided by former Prime Minister of Japan, Yoshiro Mori. APWF members have been consisted of a wide variety of water-related organizations in the region who address the various water issues derived from the diversity and history of Asia and the Pacific to improve water security.

In calling for the creation of the APWF at the 4th World Water Forum in Mexico in 2006, the region's water ministers sought to establish an effective mechanism to encourage more collaborative efforts on water resources management and to accelerate the process of effective integration of water resources management into the socio-economic development process of the region. The Asia-Pacific Water Ministerial Meeting also called upon the APWF to organize Asia-Pacific Water Summits, to be held once in every 3 year.

The primary objective of the Summits is to create an opportunity for the political leaders of the Asia-Pacific region to set a course of action for the sustainable development of the region from the perspective on water, so as to achieve the Sustainable Development Goals (SDGs).

The Summits bring together leaders of the region and showcase leadership in decision-making, excellence in practice and innovation, and concrete results that have had substantial impacts on the policy going down to the grassroots levels. The dialogue with other leaders at the Summits facilitates finding a shared direction for region's future actions to address the growing water crisis in the world.

Three summits have been held so far, where Japan took the initiative for the 1st Asia-Pacific Water Summit (1st APWS) in 2007. The Kingdom of Thailand took the leadership for the 2nd APWS in 2013. Then, the Republic of the Union of Myanmar took the leadership for the 3rd APWS.

The 1st APWS, under the theme *Water Security: Leadership and Commitment*, was held in Beppu City, Oita Prefecture, Japan in December 2007. The summit provided a forum for the region to focus its attention and energy on the pressing water challenges, to exchange ideas and good practices and to commit to taking action. 371 leaders including 10 heads of country and 32 ministers joined and called for the necessity to address water and sanitation targets of the Millennium Development Goals, then adopted a “Message from Beppu” to achieve the target of universal water and sanitation access by 2025. It was the first water summit that also highlighted the importance of addressing water-related disasters to be placed on higher priority of the global development agenda.

The Kingdom of Thailand took the leadership for the 2nd APWS in Chiang Mai, 2013. More than 300 leaders, including 18 heads of country and 16 ministers joined the 2nd APWS and adopted the “Chiang Mai Declaration”. It called on the leaders of the region to focus attention on water and sanitation issues, water disaster prevention, climate adaptation, irrigation and pollution, and to promote the efficient integration of regional information network and communications systems to improve water resources management in socio-economic development. As a result, the outcomes of the 2nd APWS were reflected in the goals and targets of the UN Sustainable Development Goals (SDGs) in 2015.

In the 3rd APWS held in December of 2017, the Republic of Myanmar took the leadership to set out a course and pathways for sustainable development of the Asia-Pacific region through water security. A total number of the participants in the APWS were more than 700 from 37 countries, which included 20 heads of country and ministerial-level delegates from 16 countries in the region. The 3rd APWS served as a communication platform for the regional leaders to discuss concrete actions in enhancing regional cooperation for integrated water resources management, promoting water-based economy and implementing globally-agreed agenda. In the end, the “Yangon Declaration: the Pathway Forward” was adopted unanimously by the participating leaders. The Yangon Declaration calls for actions to achieve water security for sustainable development through four pillars: sound water cycle management; governance and inclusive development; financing the implementation of water-related SDGs, and water cooperation at all levels.

1.2 Target audience

The 4th APWS will be built on the outcomes of the 3rd APWS and achievements in the region, and discuss the solutions and upscale innovation on the ground of the Asia and the Pacific region. The Summit aims to review milestones of outcomes and cases of action made by the public and private sectors, convene continued steadfast efforts and partnerships to drive solutions and innovation on the ground, and to scale up investment in Water for Sustainable Development in the Asia and the Pacific region. The Summit will be perfectly aligned with the UN International Decade for Action 2018-2028 when making the case in our region will be better understood and well presented as our regional contribution to UN SDGs.

2. Institutional set-up

The APWF Secretariat, with its experience in organizing the 1st, 2nd, and 3rd APWS, remains earnestly committed to work with a host country and stakeholders of the region to ensure the success of the 4th APWS.

The Organizing Committee of the 4th APWS, jointly organized by the host country and APWF, will make a decision on the 4th APWS agenda & programme, leveraging their influence and network, to encourage participation of political leaders and dignitaries of the region.

3. Selection of the Host Country, Host City and Venue

The Secretariat of the APWF has determined that the bidding process for the 4th APWS is open to national and local governments of any country in the region that can demonstrate its willingness and capacity to organize such an important event.

Furthermore, for effective participation in the bidding process, the following application criteria should be met:

- 1) A host country is expected to send an invitation signed by the head of government or the equivalent level to the other 49 heads of state and government in the Asia-Pacific region¹.

¹ 50 countries and regions of the APWF

Afghanistan, Armenia, Australia, Azerbaijan, Bangladesh, Bhutan, Brunei, Cambodia, China, Cook Islands, DPR Korea, Fiji, Georgia, India, Indonesia, Iran, Israel, Japan, Kazakhstan, Kiribati, Republic of Korea, Kyrgyzstan, Laos, Malaysia, Maldives, Marshall Islands, Federated States of Micronesia, Mongolia, Myanmar, Nauru, Niue, Nepal, New Zealand, Pakistan, Palau, Papua New Guinea, Philippines, Samoa, Singapore, Solomon Islands, Sri Lanka, Tajikistan, Thailand, East Timor, Tonga, Turkmenistan, Tuvalu, Uzbekistan, Vanuatu, and Vietnam

- 2) A host country has the capacity to develop appropriate budget and the implementation plans to organize the 4th APWS.
- 3) As far as funding is concerned, the host country is expected to bear a significant portion of the costs involved in hosting the event.
- 4) The host government, including the relevant organizations in the host country, is expected to conduct the fund raising activities jointly with the APWF Secretariat and APWF partner organizations to secure the sufficient fund to organize the APWS.

The APWF Governing Council, which currently consists of the Chair, Mr. Ravi Narayanan, CBE, former Chief Executive of WaterAid, and two Vice-Chairs, Ms. Changhua Wu, Chair of China Redesign Hub, China/Asia Liaison, Office of Jeremy Rifkin, and Prof. Eduardo Araral, Associate Professor and Co-Director of Institute of Water Policy, Lee Kuan Yew School of Public Policy, the National University of Singapore, establishes a 4th Asia-Pacific Water Summit Working Group. The members of the Working Group together with the Secretariat of the APWF provide guidance to the formation of the candidate assessment criteria. A final selection of the host country, host city and venue shall be made by consensus of the APWF Governing Council.

4. Application Procedures

The first step for the application is to submit an official letter to describe the willingness to host the 4th APWS to the APWF Secretariat.

The **second step** requires **the applicants to present the following information in their planning papers** for hosting the 4th APWS, including a host city and one specific venue. The selected host city can't be changed after the selection without the agreement of both APWF and the host country.

The Required Information:

- 1) Willingness to host the 4th APWS**
 - a) Willingness to host the 4th APWS
 - b) Host Country and City
 - c) Preferable year and month to host the 4th APWS from January to the end of December, 2020 and its rationales (if there is any inconvenient period, please also describe it)
 - d) Themes and Topics which you would like to address and the reasons

2) Logistic

- a) Name of the venue to host the 4th APWS and the capacity (e.g., number of rooms, accessibility, and availability of VIP rooms)
- b) A hotel list for the participants of top level of governments
- c) Transportation (transportation options and hotels from the nearest international airport to the venue)
- d) Safety and Security – Please describe a safety and security plan provided by police in and around the summit venue and hotels

3) Budget

Please describe your overall budget plan based on the estimation of two-day summit and 300 representatives to be invited from overseas to domestic.

Please also describe the amounts payable by the host country and city.

Note:

● The number of invitees

Host country and city will finally decide the number of invitees for the 4th APWS within the country and from overseas. Please note that the amount of budget estimation is subject to change in accordance with the ways of planning and the actual preparation.

● National Steering committee

Host country and city are expected to establish a steering committee to prepare the 4th APWS, which consists of a wide range of ministers and the relevant organizations.

● International Steering Committee

The National Steering Committee members are expected to establish an International Steering Committee together with the APWF, which conducts regular meetings and makes decisions.

● Local Staff and volunteers

Host country and city are also expected to secure sufficient numbers of local staff and volunteers to support the logistic in the 4th APWS.

● Communication and promotion about the 4th APWS

- It is expected that the host country and city will actively introduce and promote the 4th APWS from the preparation phase to the end, including the dates of 4th APWS and the outcomes after the 4th APWS making use of mass media.
- It is expected that the host country and city develop, update, and manage the website about the 4th APWS.

Tentative Timeline

1 August 2018	Call for host country and city to make the expression of interest and their work plan
24 Sep 2018	Closing date for the expression of interest
The end of Oct 2018	Closing date for the bid proposal on the 4 th APWS
1 st – the end of Nov 2018	Hearing Interview with the candidates about their 4 th APWS bid proposal
The end Dec 2018	Selection of the host country and city
Jan / Feb 2019	A representative of the selected host country/city will be invited to the 23 rd APWF Governing Council Meeting and expected to introduce its 4 th APWS plan
The end of Feb 2019	MoU with the host country/city, start preparation for the 4 th APWS
July 2019 [TBD]	Start sending the 4 th APWS invitation letter
[Month] 2020	4 th APWS

Contact:
Secretariat of Asia-Pacific Water Forum / Japan Water Forum

6th fl., 5-4 Nihonbashi-Hakozaki-cho,

Chuo-ku, Tokyo 103-0015 Japan

Tel: +81-3-5645-8040 Fax: +81-3-5645-8041

Email: office@apwf.org