

## MINUTES

Meeting: videoconference

Date: March 14, 2011

Time: 3.00 pm – 3.50 pm

Meeting attended by:

ATTENDEES	LOCATION
Bojana Crnadak	CEF, PEM PAL Secretariat
Maksim Yermalovich	WB Minsk, Belarus
Eduard Rizhkovsky	WB Minsk, Belarus
Deanna Aubrey	France
Salamat Kussainova	WB Astana, Kazakhstan
Vladislav Karadzic	WB Podgorica, Montenegro
Florence Beraud	Switzerland

### Agenda:

- concept note
- agenda of event in Minsk
- visa procedure
- hotel arrangements
- other

### Discussion:

#### CONCEPT NOTE

Ms. Deanna Aubrey, PEM PAL Community Facilitator, has prepared the draft of Concept note for the event of Budget Community of Practice (BCoP) in Minsk. Mr. Yermalovich, the chairman of Executive Committee, agrees with the draft. He also points out that the Belarus presenters will present their experience of capital budgeting. Mr. Yermalovich will also contact the World Bank staff in Belarus to help with the content.

Ms. Florence Beraud, moderator of the event in Minsk, pointed out that it should clear what PEM PAL wants from this event in Minsk. At this point the organization committee should know what other PEM PAL countries want from capital budgeting' issues. Mr. Yermalovich and Ms. Aubrey pointed out that this is already clear since the representatives of the respective

countries already express their demands at Annual meeting in Budva and Plenary meeting in Zagreb.

Ms. Aubrey suggested it would be advisable to prepare and send survey to all participants before event. Survey would deliver useful technical information about practice of capital budgeting in the respective countries. Results of this survey would also be delivered to Ms. Beraud before the event.

Ms. Aubrey will change in the Concept note following matters:

- the number of participants up to 50;
- exclude “day x” for evening reception and group tour;
- exclude the list of documents that should be translated latest to the event. It is agreed that translation of these 3 documents should wait until receiving copyrights for translation. This should be discussed on next videoconference meeting in April.

Final Concept note will be delivered to PEM PAL Secretariat to update the Russian translation and provide Bosnian translation.

### **AGENDA OF EVENT IN MINSK**

At the meeting it was raised the question when the organizational committee should have next meeting regarding the agenda and the content of the event. Mr. Yermalovich suggest that proposal of agenda should be discuss firstly between him and Ms. Aubrey, and afterwards discussed at the meeting in April. At April’s meeting it will also be discussed about experts who will be invited to the event and to preparation of the content.

Ms. Beraud expressed concerns that besides presentations there should be enough time for discussion. It would be advisable to discuss about format of the event, what kind of tools could be used at this event, besides the classical discussion since this would be multilingual event.

### **VISA PROCEDURE**

Mr. Yermalovich and Mr. Eduard Rizhkovsky (from Belarus MoF) have spoken with authorities from Belarus Ministry of Foreign Affairs (MFA). They have checked the list of countries that need the visa for entry Belarus, prepared by PEM PAL Secretariat. Only issue is possible with Kosovo. If participant from Kosovo has UN or Serbian passport, he/she will have no problem entering Belarus. But if participant has Kosovo’s passport, there will be need to get more information from Belarus MFA.

If there is no Belarusian embassy or consulate in respective country, participants may get a visa at the Minsk Airport. In addition all participants can get a visa at the Minsk Airport, but it can be more expensive, if they have Belarus embassy in their respective country. Belarus MFA will help PEM PAL participants in procedure of getting visa. PEM PAL Secretariat will deliver all passport data to Mr. Yermalovich and Mr. Rizhkovsky latest by the beginning of April.

## **HOTEL ARRANGEMENTS**

Ms. Bojana Crnadak suggested Mr. Yermalovich and Mr. Rizhkovsky that future plans regarding the hotel arrangements should be discussed over e-mails.

## **OTHER: EXECUTIVE COMMITTEE**

Ms. Salamat Kussainova from World Bank Office in Astana, Kazakhstan, was interested if she can nominate new members of Executive Committee from Kazakhstan.

Mr. Yermalovich pointed out that only officials that work in budget departments can be invited to Executive Committee.

Ms. Aubrey mentioned that few people at Plenary meeting in Zagreb showed potential for future membership in Executive Committee. She suggested that the number of members of Executive Committee should rise up to 8, since the number of Executive Committee of Treasury and Internal Audit CoP is substantially higher than in Budget CoP.

Mr. Yermalovich pointed out that the Executive Committee should not be too big, since it is harder to manage. At this point he cannot give final answer regarding the size of Executive Committee. This matter should be discussed during the event in Minsk.