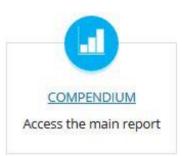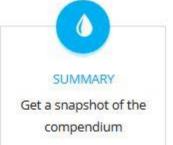# Instructions for the Reader

The Reader can choose to access the full Compendium directly by clicking on this icon. Further instructions on how to navigate the Compendium are provided in the next page.

If the reader does not wish to jump up into the Compendium immediately, we suggest using the summary version available by clicking on this icon.

The summary contains an overview of the contents and structure of the Compendium. At the end of this document we have also included a **download area**: the Reader can now access the full Compendium by Sections, clicking on the relevant title of the Table of Contents or choose to only download the database in a whole or by parts in MS Excel or MS Access format.

Users' Guide
(From page 17 of the main report)

What can be found in this document?

The Compendium comprises a ***database*** of analysed instruments and its accompanying ***narrative***. Both database and narrative are divided into four descriptive chapters to reflect the analysis of the instruments, namely scope, management frameworks, parameters and thresholds, and implementation.

Each narrative chapter opens with an overview of the methodology and a summary of key findings, illustrated with summary examples and case studies. These chapters conclude with a set of lessons learned or recommendations extracted from current information in the database. Detailed information on the key findings and examples can be found in the database and case studies available in Part II.

Part II of the Compendium has a selection of ***case studies*** to illustrate information throughout the chapters. Currently, examples include experiences from Australia, Belgium, Brazil, Canada, China, Russia, South Africa and the United States. These case studies highlight efficient policies or regulations (past or present) with a regional representation.

A ***Glossary of Terms*** is included at the end of the Compendium providing definitions of key terms. This section unifies the terminology from different sources used in the Compendium and contributes to further harmonisation in the broader dialogue on water security.

A set of templates to collect/submit feedback is also available in the Annex. This is provided to enable the continuous development of this tool and its permanent update.

How to use this document?

The user can choose to explore the Compendium following the order established in the *narrative*. The different sections of the text will guide the reader from descriptive and generic topics in Chapter 1 towards more analytical aspects and experiences in Chapter 4.

The chapters are designed as stand-alone documents to facilitate the reader to access the type of information that is most relevant for a given case. The reader can access a particular section in the narrative directly by clicking the respective heading in the table of contents.

The glossary of terms can be accessed at any time while exploring the chapters by clicking the link at the beginning of each section.

Case studies can be accessed directly, in alphabetical order, by reading Part II. Additionally, the reader can access a particular case study by clicking the link '*read full case*'. Access to the database is given through hyperlinks within each chapter. To display the *database*, the user can download the complete list of instruments and the tables for each chapter by clicking the box under the main heading. The respective section of the database will then appear as a Microsoft Excel file, where each row corresponds to an individual instrument.

Additionally, the database can be accessed separately, using Microsoft Access. This version of the database allows the reader to search for specific information and focus on one instrument at a time.

The column heading '*ShortName*' is repeated in each chapter of the database to indicate that the information belongs to the same regulation or policy instrument. Each section or chapter will contain information in text format but also hyperlinks to attached materials (Microsoft PowerPoint presentations, Adobe Acrobat PDF files, Microsoft Word files, etc.) and websites accessible by clicking the respective cell.