



Terms of Reference (International Consultancy) For Preparing a Regional Project on IWRM and Transboundary Dialogue in Central Asia (Kyrgyzstan / Tajikistan)

Project: “Promote National Integrated Water Resources Management Planning and Transboundary Dialogue in Central Asia, (with specific focus on Kyrgyzstan and Tajikistan)” – Preparation Phase
Position/Level: Short-tem international consultancy (SSA)
Location: Bratislava-Slovakia (or home-based) with mission (s) to Central Asia (mainly Kyrgyzstan and Tajikistan)
Duration: September 2007 – January 2008

Background

The World Summit on Sustainable Development (WSSD) Plan of Implementation calls for the development of integrated water resources management (IWRM) and water efficiency plans by 2005, with support to developing countries. The adoption of national IWRM policies and strategies is a fundamental step towards reaching most of the Millennium Development Goals (MDGs). Consistent with the MDG and WSSD targets, IWRM strategies involve balancing societies’ multiple needs and uses of water with the need to protect ecosystems and their ability to sustain multiple uses.

UNDP has been asked by several Central Asian governments to assist countries with the development of their national IWRM and water efficiency plans. In this context, UNDP is preparing a new regional project aiming at (a) the development of National IWRM plans in Kyrgyzstan and Tajikistan, (b) linking these processes with similar on-going (Kazakhstan) and emerging (Uzbekistan) activities in the region, and (c) thus promoting transboundary dialogue and coordination in Central Asia.

The main project – planned with a duration of 3-4 years starting in 2008 – will focus on replicating the successful experience from the UNDP-led IWRM project in Kazakhstan under implementation¹. The project will further build on the established „Roadmaps for Speeding up IWRM Planning“ in Central Asia (UNEP -UCC & GWP, 2006), and be integrated within the framework of the EU Water Initiative, as feasible.

In order to plan and prepare the main project implementation phase, a Preparation Phase will be conducted (Sep-Dec 2007), for which the services of a qualified international consultant are sought, according to this TOR.

Objective and scope of work

The international consultant will bear the overall responsibility to develop a new regional UNDP-project with all necessary elements, which shall (a) support the governments of Kyrgyzstan and Tajikistan establishing National IWRM and Water Efficiency Plans and (b) strengthen transboundary dialogue, knowledge exchange and coordination in Central Asia, as to promote strategic planning, management and utilization of water resources in an integrated and efficient manner.

The preparation of the project main phase will entail thorough stakeholder consultations to identify, define and solicit endorsement of expected outcomes and activities, establishing platforms for knowledge exchange at national and regional levels (in close concert with other projects and activities), identification and mobilization of partners and donor support, as well as the preparation of all necessary documentation for the implementation phase, including project document, work and learning plans, Terms of Reference (TOR), etc.

¹ Supported by UNDP and the Norwegian government and in cooperation with the Global Water Partnership (GWP), the government of Kazakhstan has developed a National IWRM and Water Efficiency Plan, undertaken targeted policy reform and capacity building measures, and established a number of river basin councils.

The *expected outcomes* of this Preparation Phase (Sep-Dec 2007) are:

- A clear understanding of the current situation, the political framework, as well as of relevant involved stakeholders
- A detailed understanding of opportunities and fully developed project concept for concrete interventions to promote IWRM in Central Asia, including national and transboundary dimensions
- A strategy to align the foreseen activities with EUWI -NPD and other relevant processes; and
- The creation and promotion of an enabling environment for regional dialogue and knowledge and experience transfer in view of supporting the implementation phase of the project.

Detailed tasks and activities

The key areas of work and responsibilities under this TOR include extended consultations with national and regional stakeholders and with (potential) project partners and donors, the planning, management and consolidating of all activities and deliverables under this TOR, including the work and inputs from local consultants, as well as developing and conducting of a number of awareness and training activities, as needed and feasible.

The consultant will:

1. Conduct baseline study and stakeholder analysis:
 - a. Review current situation on all relevant baseline information and current policy and practices with regard to water resources management / IWRM for Kyrgyzstan and Tajikistan (and the wider Central Asian regional context);
 - b. Identify national and regional key project stakeholders and partners, including analyzing and (documented) consultations in view of their future/potential role during the implementation phase;
 - c. Review of the Kazakhstan and other relevant National IWRM projects and plans, the UNEP-UCC/GWP "IWRM Roadmaps", on-going and planned activities under the EUWI framework, as well as other relevant projects and activities in view of learning from experiences, building upon past work and/or promoting synergies and links with future activities.
2. Work closely with appropriate water professionals and institutions at the national and regional level in order to achieve basic consensus on scale, content and format of the main project phase;
3. Mobilize and organize a team of local consultants/experts in both countries to carry out data collection and/or implement relevant parts of the workplan. To this end, the consultant will be expected to prepare all TOR for endorsement by UNDP, identify/suggest relevant experts, and consolidate all collected data into a single report.
4. Follow and apply the latest IWRM methodological "good practice" when analyzing and assessing existing, and/or suggesting alternatives to:
 - a. Water resources management issues and priorities in Central Asia;
 - b. Cross-sector (national or transboundary) coordination mechanisms (composition; role, responsibility and tasks; required support mechanisms or institutional capacity building; horizontal and vertical information flow and management; etc.);
 - c. Links to transboundary processes and institutions (mechanism, managing exchange and flow of information);
 - d. Stakeholder participation process (stakeholder analysis, managing participation and dialogue);
 - e. Capacity building and awareness raising activities (contents, delivery mechanisms, target audiences, etc.);
 - f. Regional knowledge management mechanism (host and partner institutions of the mechanism; products and outputs; means of knowledge and information dissemination and exchange, etc.);
 - g. IWRM monitoring framework (development of indicators, links to MDG monitoring systems); and
 - h. Other issues and activities as emerging and necessary.
5. Develop a strategy to set up and/or maintain adequate mechanisms for transboundary dialogue and coordination with relevant activities in the Central Asian region in the future, and to ensure on-going exchange of knowledge and experience;
6. Develop all components for the main project implementation phase in full detail and drafting the project documentation following the specific UNDP (and donor) requirements, which will include (but not be limited to):
 - a. project time frame, outcomes, outputs and activities (including a logical framework and monitoring and evaluation framework);
 - b. detailed budget with endorsed financial inputs (cash and in-kind);
 - c. implementation and management arrangement; roles and responsibilities of project implementation partners²;
 - d. Strategy for key national and regional stakeholder participation and involvement;

² This includes in particular defining the roles, responsibilities and expected contributions of GWP and Cap-Net.

- e. TORs, capacity building/training plans, communication and outreach strategy, and all other relevant annexes as needed;
 - f. other elements and components, as needed, to ensure completeness, feasibility and potential effectiveness and efficiency of the planned project implementation phase.
7. Organize (a) workshop(s) to verify and confirm the draft Project Document with all elements among key stakeholders. The consultant is expected to coordinate and align this activity in particular with similar activities under the Uzbekistan IWRM projects and other planned activities (e.g. the planned CoP -meeting in Almaty in Oct 2007);
 8. With support by local or international experts and facilitators, as well as suitable partners incl. Cap-Net, UNEP and GWP³, develop and conduct a number of capacity building and awareness rising activities (e.g. IWRM training course and seminars), aimed at enhancing the basic understanding about IWRM in Central Asia, and strengthening the capacity of potential stakeholders towards IWRM planning process es.
 9. Make all efforts to support mobilizing of donors and funds in view of the main project implementation phase.

Management Arrangements, Timeline and Deliverables

The consultant will work under the overall oversight of the Water Governance Advisor in UNDP Bratislava Regional Centre (PSPD Energy & Environment Practice), and in close cooperation with UNDP environmental focal points and Country offices in Kyrgyzstan and Tajikistan. S/he will be responsible for overseeing the work of all local or regional consultants, and to proactively liaise and coordinate fully with all relevant (on-going and future) projects, partners and activities in the region.

Type of work includes:

- Desk review (Regional or home-based);
- Extensive missions and consultations in Kyrgyzstan, Tajikistan and possibly other Central Asian countries, agreed upon and endorsed by UNDP Bratislava Regional Centre;
- Management of a team of local or regional consultants;
- Exchange and coordination with international and regional organizations and institutions, as adequate;

The total duration of the assignment is estimated to be five (5) months in total. The consultant will be reimbursed for his/her services in installments upon completion of milestones and acceptance of specific deliverables according to the foreseen timeline as follows:

1. *Desk review and preparation of missions and field work (1 month):*
 - § Familiarize with overall tasks and responsibilities, development situation and political framework in Central Asia (especially Kyrgyzstan and Tajikistan), substantial background, past and on -going work, projects and documentation on IWRM in Central Asia, etc.
 - § Develop detailed work and mission plan with timeline and clear deliverables, initial list of key stakeholder consultations – to be submitted to UNDP for endorsement within one (1) month from the start of the effective date of contract, and prior to any missions to Central Asia.
 - § Draft workplan and TORs (with timeline and deliverables) for all foreseen national or regional consultant contributions – to be endorsed by UNDP prior to recruitment.
2. *Mission and development of Project Approach and Strategy (2-3 months):*
 - § Based on the approved detailed work and mission plan, conduct missions and consultations in the respective countries;
 - § Develop a detailed outline of the entire project documentation with all elements within one (1) month from endorsement of the detailed work plan – to be endorsed by UNDP;
 - § Develop draft project documentation and main deliverables within three (3) months of the start of this consultancy – to be submitted to UNDP and other stakeholders and partners for review (the consultant is expecting to lead the entire process of discussion and consultation of draft deliverables).
3. *Finalization of full project documentation and Stakeholder meeting(s) (1-2 months):*

³ UNEP-UCC and GWP have in the recent past played an important role in stakeholder mobilization and involvement in Central Asia. Together with Cap-Net, UNDP's flagship capacity building facility for IWRM, the aim should therefore be to adequately mobilize and involve such partners during this project preparation exercise, as to provide assistance for multi-stakeholder group consolidation/mobilization, technical or logistical input and concrete contributions to workshops and exercises.

- § Based on the feedback from reviewers, draft the final and complete Project Documentation with all its elements and components (in English) – to be finalized within four (4) months from the effective date of contract under this TOR – for submission for acceptance by UNDP and the key stakeholders .
 - § Organize and conduct (a) final stakeholder meeting(s) to present and verify the planned new project – the final project documentation and all deliverables under this TOR will be considered acceptable only if the relevant key stakeholders will agree on its main strategy and components from a technical, financial , and especially political⁴ point of view .
4. *Trainings and Seminars during the preparatory phase (cont.):*
- § Based on the findings during the desk review and consultations, develop a suitable capacity building, awareness raising and/or training plan for implementation under this preparation as well as the main implementation phase of the project;
 - § Mobilize national or regional/international trainers and experts , and coordinate delivery of specific training sessions or seminars during the preparation phase as agreed upon by the project stakeholders;

The *main overall deliverable* under this TOR will be the finalized project documentation package , with all its elements and components, agreed upon by all stakeholders and project partners, fully co-financed and ready for incepting the Implementation Phase (2008 -10/11).

Expected qualification

- § Higher university degree in Social or Natural Sciences related to Water Management, Economics and/or Public Policy on Water Resources Management – a relevant multi-disciplinary background is considered useful;
- § At least 7 years of working experience in the context of international cooperation, with documented expertise on Integrated Water Resources Management (IWRM);
- § Proven experience with National IWRM planning processes , policy development or reform, multi-stakeholder platforms or expert networking in water- or environment-related context, and/or water management in relation to sustainable development / poverty issues in developing/transition economy context;
- § Excellent and demonstrated communication, consultation, negotiation and drafting skills;
- § Proven capacity in the developing of projects or programmes in the context of international cooperation , preferably with specific knowledge of Central Asia regional or transition economy context;
- § Familiarity with legal frameworks, policy and planning process in Kyrgyzstan and Tajikistan (knowledge on legal frameworks and policies on water issues in Central Asian Context will be an advantage),
- § Good (and demonstrated) organizing skills, preferably with development project management competency;
- § Experience in development and conduction of capacity building or training activities (at professional level);
- § Familiarity with the United Nations system, the MDGs and other relevant UN global/regional processes , multi- and bilateral donors , water and environmentally related NGOs, relevant academic institutions , etc. an asset;
- § English fluency in word and writing is required, Russian language skills an advantage.

Application Procedures

Qualified and interested candidates are requested to either apply on-line at <http://europeandcis.undp.org> (Opportunities/Employment) or to send a short letter of interest with CV to hru.sk@undp.org no later than **Monday 27 August 2007**. Qualified women and members of social minorities are particularly encouraged to apply. Only short - listed candidates will be notified.

⁴ Besides the obvious importance to achieve full political commitment in view of the foreseen water reform efforts, commitment from international organizations, donors, potential private sector and civil society partners will further be crucial for the success of the planned IWRM project. The interest of potential donors and private sector partners (including foreign investors) will depend on the clarity of signals from the respective governments about their willingness not only to accept a new plan, but to honor the commitments it makes in associate agreements and to put into force regulatory arrangements that will protect the legitimate (future) interests of all water users.