



**United Nations Development Programme
Republic of Belarus
Project Document**

Министерство экономики Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ С МЕЖДУНАРОДНЫМИ
ОРГАНИЗАЦИЯМИ И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ
ЗАРЕГИСТРИРОВАНО
в базе данных программ и проектов
международной технической помощи
"12" августа 2011 г.
Регистрационный номер: 21.11.10048

Срок реализации:
15.08.2011г. - 14.05.2014г.

Project Title	"Support to the development of a comprehensive framework for international environmental cooperation in the Republic of Belarus"
Expected CP Outcome:	3.2 Sustainable use of the country's natural resources promoted.
Expected Output(s):	Water management legislation, waste management regulations and practices, ecological certification of products, and national biodiversity conservation legal framework progressively approximated with the EU regulations to cover the gaps in the legislation; more elements of full MSW management cycle put into operation in Mosty and Kobrin; new set of activities for Yelnya Reserve Management Plan implemented towards sustainable biodiversity conservation at Yelnya protected area; raised awareness of general public about environmental concerns as well as public participation in environmentally-related decision-making processes through actual involvement of general public in playing a stakeholder role during implementation of several pilot projects; establishment of a local Aarhus center completed.
Executing Entity:	Ministry of Natural Resources and Environmental Protection (MNREP)

Brief Description

The project aims to extend capacity of the Republic of Belarus in strategic planning and governance in the field of environment and environmental information. In particular, the project will suggest approximation of national biodiversity conservation legal framework, water management regulations, MSW management regulations and ecological certification of products to those of the EU to cover the gaps in the current legislation. The project will contribute additional efforts to raising awareness by general public about environmental concerns as well as public participation in environmentally-related decision-making processes through actual involvement of general public in playing a stakeholder role during implementation of several pilot projects. A local Aarhus center will be established in one of the oblasts selected for pilot projects implementation.

Programme Period:	2011-2015
Key Result Area:	Mainstreaming environment and energy
Atlas Award ID:	00076991
Start date:	1 January 2011
End Date:	31 December 2013
PAC Meeting Date:	22 November 2010
Management Arrangements:	National Implementation

Total resources required:	Euro 5 079 760 Euro
Total allocated resources:	
	o European Union – 5 000 000 Euro
	o UNDP – 79 760 Euro

Agreed by	Name	Title	Signature	Date
Executing Entity:	Mr. Vladimir G. Tsalko	Minister of Natural Resources and Environmental Protection of Belarus		
UNDP:	Mr. Antonius Broek	UNDP Resident Representative in Belarus		

Table of Contents

LIST OF ABBREVIATIONS	3
PART I: SITUATION ANALYSIS.....	4
NATIONAL CONTEXT.....	4
LINK TO OTHER RELEVANT INITIATIVES AND NATIONAL PRIORITIES.....	5
BENEFICIARIES AND PARTNERS OF THE PROJECT	5
PART II: STRATEGY	7
PROJECT RATIONALE.....	7
PROJECT OBJECTIVE, OUTPUTS AND ACTIVITIES.....	7
The main goal.....	7
The overall objective.....	7
Specific objectives:.....	7
Expected outputs.....	7
Project activities	8
PART III: RESULTS AND RESOURCES FRAMEWORK.....	17
PART IV: WORK PLAN.....	26
PART V: MANAGEMENT ARRANGEMENTS	39
PART VI: PROJECT MONITORING FRAMEWORK.....	41
QUALITY MANAGEMENT FOR PROJECT ACTIVITY RESULTS	41
PART VII: LEGAL CONTEXT	43
PART VIII: ANNEXES.....	44
ANNEX I: DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES IN IMPLEMENTATION OF THE PROJECT.....	44
ANNEX II: TERMS OF REFERENCES FOR THE PROJECT STEERING COMMITTEE	46
ANNEX III: TERMS OF REFERENCE FOR PROJECT MANAGER.....	47
ANNEX IV: INDICATIVE EQUIPMENT LIST FOR PILOT PROJECT “MUNICIPAL SOLID WASTE MANAGEMENT IN MOSTY AND KOBRIN TOWNS”	49
ANNEX V: INDICATIVE EQUIPMENT LIST FOR PILOT PROJECT “SELECTED MEASURES TOWARDS BIODIVERSITY CONSERVATION AT THE PROTECTED AREA YELNYA”	50
ANNEX VI: CAPACITY ASSESSMENT REPORT	51
ANNEX VII: ANNUAL WORK PLAN	55
ANNEX VIII: RISKS ANALYSIS	58

LIST OF ABBREVIATIONS

Aarhus Convention	Convention on Access to Information, Public Participation and Access to Justice in Environmental Matters
CIS	Commonwealth of Independent States
Espoo Convention	UNECE Convention on Environmental Impact Assessment in a Transboundary Context
ENPI	European Neighborhood and Partnership Instrument
EC	European Commission
EU	European Union
GEF	Global Environment Facility
MHME	Ministry of Housing and Municipal Economy
MHSO	Municipal and Housing Services Organizations
MNREP	Ministry of Natural Resources and Environmental Protection of the Republic of Belarus
MSW	Municipal solid waste
NGO	Non-governmental organization
NIP	National Indicative Programme
NSSD-2020	National Strategy for Sustainable Socio-Economic Development of Belarus until 2020
OCNREP	Oblast Committee of Natural Resources and Environmental Protection
OSCE	Organization for Security and Cooperation in Europe
PSC	Project Steering Committee
SWOT	Strengths, weaknesses, opportunities, and threats
UNCBD	United Nations Convention on Biological Diversity
UNCCCD	United Nations Convention to Combat Desertification
UNDP	United Nations Development Programme
UNDP Regional Center	UNDP Regional Centre for Europe and CIS
UNECE	United Nations Economic Commission for Europe
UNFCCC	UN Framework Convention on Climate Change

PART I: SITUATION ANALYSIS

NATIONAL CONTEXT

In Belarus, environmental protection has progressively emerged as a major policy issue for the government. Since 1999 significant progress has been achieved in introducing the principles of international environmental legal acts and commitments, leading to a revision of the national legislative framework. The country has now a well-developed legal system with a considerable number of by-laws. However, much remains to be done to harmonize the national legal acts with the EU body of environmental law - too often, primary legislation is too declarative and not clear and transparent enough to guide the preparation of the related secondary legislative acts. Therefore, it is in EU's interest that the Republic of Belarus deals with environmental issues of international and transboundary importance, namely upgrading of management in internationally shared river basins; better managing waste generated by human activity; and protection of the biodiversity on its territory.

Belarus has already implemented a number of activities that show the importance of sustainable development for the country. A *National Sustainable Development Commission* was established in the country already in 1996 to coordinate the efforts of different government institutions in the field of sustainable development. In 1997, as a pioneer among CIS countries, Belarus adopted a *National Sustainable Development Strategy* that further evolved into the *National Strategy for Sustainable Socio-Economic Development of Belarus until 2020 (NSSD-2020)*¹. The NSSD-2020 recognizes the importance of improvement of mechanisms of integration of environmental concerns into policy and planning processes among the conditions for country's transition to sustainable development.

The project is in line with the following national policies and programmes:

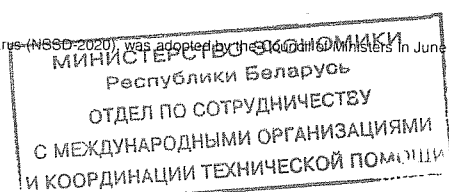
- *Environmental Strategy of the Republic of Belarus till 2025* defines the main principles and directions of Environmental policy implementation in the country;
- *Concept of National Security of the Republic of Belarus* defines the development of the environmental education as the priority for ensuring national security in the environmental sphere. The Concept also characterizes the preservation of biological diversity as vitally important for Belarus;
- *Concept of Draft Environmental Code of the Republic of Belarus* specifies the importance of ensuring of "green" education, skills and enlightenment through obligatory teaching of basic knowledge in the field of environmental protection and rational use of natural resources, awareness raising about environmental security and information on environmental conditions;
- *National Strategy on Conservation and Sustainable Use of Biodiversity for 2011-2020* defines goals and main directions of activities in the area of biodiversity conservation;
- *National Action Plan on land degradation for 2011 – 2015* includes activities on land conservation and rational land use including activities on the improvements of the legal framework, institutional fundamentals and economic mechanisms, technological processes, information support etc.
- *National Climate Change Mitigation Programme for 2008-2012* includes policies and measures, which address reduction of GHG emission by sources and enhancement of GHG absorption by sinks, in particular in the fields of MSW management and wetland protection.

In the field of waste management, the law *On Waste Management (2007, edited in 2008 and 2009)* and the *Concept of the Development of Housing and Communal Sector till 2020 (2003)* were adopted. The law establishes the legal basis for waste management and is geared towards reduction of waste volumes, prevention of their harmful impact on environment, population health, and property. Its primary focus is waste sorting and further recovery of utilized waste with disposal of unreclaimable waste in landfill, as well as putting these in practice.

In the field of water management the main legal document is the *Water Code (1998)*. In order to improve water legislation, a series of laws on amendments and adjustments to *Water Code of the Republic of Belarus*" (2007, 2008, 2009 and 2010) was prepared.

Legal aspects of conservation and sustainable use of biodiversity are in the laws of the Republic of Belarus *Law on environmental protection, Law on Especially Protected Areas, Law on Flora, Law on Fauna, Law on Genetically Engineered Activities*. Besides, in this area the National Strategy of Development and

¹ The National Sustainable Socio-Economic Development Strategy for the period till 2020 of the Republic of Belarus (NSSD-2020) was adopted by the Council of Ministers in June 2004.



Management of Protected Areas till 1 January 2015 and National Strategy on Conservation and Sustainable Use of Biodiversity for 2011-2015.

Concerning biodiversity there are a number of recent laws, regulating flora and fauna protection, including the *Law (1994 with amendments 2008)*, *Law on Fauna (2007)* and *National Strategy of Development and Management of Protected Areas till 1st of January 2015 (2007)*.

Moreover, Belarus is a party to a number of environmental conventions, i.e.:

- *UN Convention to Combat Desertification and Land Degradation*,
- *UN Convention on Biological Diversity*,
- *Convention on Access to Information, Public Participation and Access to Justice in Environmental Matters (Aarhus Convention)*,
- *UN Framework Convention on Climate Change (UNFCCC)*,
- *UNECE Convention on Environmental Impact Assessment in a Transboundary Context (Espoo Convention)*.

The project is in line with *UNDP Country Program Document for the Republic of Belarus (2011-2015)*. Environmental sustainability has been identified as one of the key thematic areas in UNDP's cooperation with Belarus. Moreover, the program highlights importance of efforts in enhancing biodiversity and ecosystem services in implementing country's commitments under the above conventions.

LINK TO OTHER RELEVANT INITIATIVES AND NATIONAL PRIORITIES

The action will coordinate its activities with relevant major national programmes and other ongoing relevant initiatives in Belarus. In addition to the programmes and projects mentioned above these include UNDP Belarus projects:

- *Small Grants Program*, funded by the Global Environment Facility (GEF), which provides opportunities for NGOs and local communities to address environmental issues and contribute to improvement of their local living conditions;
- *Support Project to the CORE Program, recently accomplished*, that was to facilitate sustainable human development and re-establishment of safe living conditions in districts affected by the Chernobyl Nuclear Power Plant accident, based on the participatory approach and cross-sectoral integration;
- *Area-Based Development of the Chernobyl-Affected Areas of Belarus*, currently being implemented under EC funding, is a follow-up of the CORE Program mentioned above;
- *UN Human Security Trust Fund* project initiated in 2010 by the UNDP with a focus on the recovery of the Chernobyl affected areas;
- *Renaturalization and sustainable management of peatlands in Belarus to combat land degradation, ensure conservation of globally valuable biodiversity and mitigate climate change*. This project addresses peat bog degradation as a means of promoting sustainable land management, preventing climate change and protecting biodiversity. This project is linked to the continued activities on expanding the Green Schools network foreseen under the proposed Project Document. The environmental education of schoolchildren and raising local educational organizations' ability to run school-based environmental monitoring will contribute to biodiversity protection of the wetland areas and peatlands.

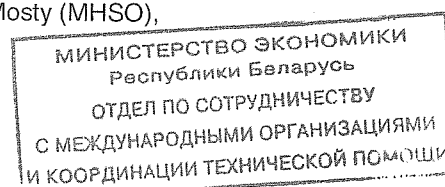
It is assumed, therefore, that the proposed project will provide additional synergy effect to the results of the projects already implemented.

BENEFICIARIES AND PARTNERS OF THE PROJECT

The MNREP will act as the national Executing Entity. The MNREP is the beneficiary at the national level responsible for governing necessary policy and measures in the fields of water management, MSW management, biodiversity, ecological certification.

The project will be implemented in cooperation with the following state/governmental entities and institutions:

- Ministry of Housing and Municipal Economy of the Republic of Belarus (MHME),
- Kobrin City Executive Committee,
- Mosty City Executive Committee,
- Municipal and Housing Services Organisations in Kobrin and Mosty (MHSO),
- Miory Regional Executive Committee,



- Yelnya Hydrological Reserve Administration,
- Minsk Oblast Committee of Natural Resources and Environmental Protection (OCNREP),
- Ministry of Forestry of the Republic of Belarus,
- Disna District Forestry Enterprise,
- Ministry of Education of the Republic of Belarus,
- Ministry of Sport and Tourism of the Republic of Belarus,
- Energy Efficiency Department of the State Committee for Standardization of the Republic of Belarus,
- National Academy of Sciences of the Republic of Belarus,
- State Committee on Land Resources of the Republic of Belarus.

The project will also be implemented in cooperation with public associations and non-governmental organizations in the area of environmental protection.

PART II: STRATEGY

PROJECT RATIONALE

Legal and institutional framework of Belarus related to surface water management, MSW management and biodiversity conservation is progressive enough. However, there are still a number of issues in the area of environmental protection which need to be harmonized with the EU legislation, in particular:

- waste management legislation does not envisage effective economic stimuli for separate waste collection and beneficial use of waste,
- new version of the Water Code does not include the statements on river basin council and river basin authorities; improvement of approaches to regulate the usage of surface water is required;
- legislation in the area of biodiversity conservation does not fully cover the issues of biotope conservation;
- improvement of technical legal framework in the area of ecological certification;
- further development of regulations and real mechanisms its application is needed to involve general public in decision-making processes as one of major stakeholders,
- it is deemed necessary to enhance coordination of the numerous national agencies when planning actions, making decisions and implementing them.

An exchange of information, sharing knowledge and experience is important to improve relevant legal and institutional framework in relevant fields.

PROJECT OBJECTIVE, OUTPUTS AND ACTIVITIES

The main goal of the project is to extend capacity of the Republic of Belarus in strategic planning and governance in the field of environment and environmental information.

The overall objective is to introduce effective sustainable development patterns in Belarus, full account being taken of environmental issues and public participation in environmental decision-making processes at national and local levels.

Specific objectives:

- To enable harmonization of environmental legislation with the EU body of environmental law and best practices, namely in waste management, biodiversity conservation, water management and ecological certification of products.
- To support dialogue between state environmental and communal authorities, industry, NGOs and other stakeholders for procedural development and agreement in the field of waste management.
- To demonstrate principal elements of full cycle of municipal solid waste (MSW) management in two selected sites
- To provide capacity-building for the local counterparts of two MSW management pilot projects, as appropriate to ensure their successful implementation.
- To support biodiversity conservation in the Yelnya protected area – a preserve of republican level Yelnya - by means of capacity building of protected area management, and its sustainable use (development of ecological tourism).
- To ensure maximum dissemination and replication potential in biodiversity conservation by inclusion of the interested NGOs and the concerned population in design and implementation processes of the pilot projects.
- To ensure adequate awareness of environmental issues, both theoretical and practical, among Belarusian environmental NGOs, the general population, scholars / students and relevant governmental bodies in the fields of MSW management and biodiversity conservation / ecotourism development.

Expected outputs

- Establishment and effective enforcement of a comprehensive, socially-responsible and cost-effective environmental policy framework, which is approximated to european / international best practices, maintained as appropriate, involving the opinion of the civil society in its design and implementation stages, particularly in the field of water management, MSW management and biodiversity conservation.
- Formulation of an accurate and realistic strategy and establishment of a medium-term investment needs assessment framework for MSW management at national, regional and local levels, which

are aligned with the requirements of the relevant EU Directives and demonstrated through implementation of two pilot projects.

- Achievement and strengthening of an appropriate legal, human and technical capabilities of all project stakeholders to effectively fulfill their roles and responsibilities under the environmental policy, both at design and implementation stages.
- Pilot projects in two cities put in operation to provide benchmarks on the practical use of best practices in MSW management policies at local and national levels.
- A pilot project in one wildlife sanctuary put in operation to provide benchmarks on the practical use of EU compatible biodiversity conservation policy.
- Enhanced public awareness of environmental issues, both theoretical and practical, in the field of waste management and biodiversity conservation / ecotourism development, in line with the country's commitments under the Aarhus Convention.

Project activities

The activities of the project will be implemented within three coordinated technical components:

COMPONENT 1. LEGAL AND PROCEDURAL APPROXIMATION, AND CAPACITY BUILDING

Output 1. Water management legislation in Belarus progressively approximated with the EU regulations

Activity 1.1. Comparative analysis of present national water legislation in Belarus with relevant EU regulations. Gaps will be analyzed in the national water management legislation and regulations as compared with the relevant EU regulatory framework to ensure "good chemical surface water status". The result of the analysis will form the background for the development of the national approach to ecological status assessment of surface water bodies, including hydromorphological, chemical and biological assessment. A report will be compiled on the comparative analysis of the current national water legislation with the EU legal framework. Recommendations and proposals to cover the identified gaps will be proposed.

Activity 1.2. Formulating proposals for improvement of legal and institutional framework for water management in Belarus. The comparative analysis in activity 1.1 above, in turn, will enable the formulation of proposals for the enhancement of the legal and institutional infrastructure according to modern river basin management principles. The project will draft the proposals and organize broad discussions by means of disseminating the proposals among key stakeholders, including NGOs. The feedback will be analyzed and a final list of recommendations and proposals on preparing draft regulations will be presented to MNREP taking into account the requirements of the legislation of Belarus on defining the type of legal acts and the level of legal regulation of social relations.

Activity 1.3. Organizing round tables on legal and institutional framework for water management in Belarus. The project will organize broad discussions with MNREP and other interested state, civil society stakeholders on the legal and institutional framework for water management in Belarus proposed in activity 1.2. Two roundtables will be organized.

Activity 1.4. Drafting primary and secondary legal acts lacking for proper water management in Belarus. The proposals prepared in activity 1.2 and discussed during activity 1.3 above will be further elaborated. The project will draft the legal acts needed to cover the existing gaps in the national legislation. The project will also prepare a draft national standard procedure on ecological status assessment of surface water bodies.

Activity 1.5. Organizing water management training workshop. The project will organize a technical training workshop for MNREP, its regional structures and other stakeholders. The workshop will focus on the legal and institutional framework in Belarus and the EU and will identify remaining gaps and ways for further approximation of Belarusian water management framework to the best EU water management principles (by engaging a lecturer who is a professional in the relevant legal framework in the EU). It will also focus on the ecological status assessment of surface water bodies and river basin management structures for two watershed transboundary basins (Daugava-Neman and Pripyat-Dnepr) and will be held in one of the oblasts. The project will provide Belarusian decision-makers and water management project developers with an opportunity to learn from successful experiences in applying modern management principles for river basin and other surface water flows.

Activity 1.6. Organizing a study tour in the area of water management. Hands-on experience from neighboring countries will be of special interest, therefore, in the scope of this activity the project will also support one study tour of Belarusian specialists to the country(ies) with transboundary basins. The study tour will give an opportunity to Belarusian specialists to build contacts with specialists in the area of water management from other countries. After the study tour Belarusian specialists will take part in a discussion organized in the scope of a training workshop planned in the Activity 1.5. They will share the information received and explain the main issues.

Output 2. EU waste management regulations and practices analyzed and used for improvement of the Belarusian relevant legal system

Activity 2.1. Critical analysis and evaluation of the actual data on MSW production and MSW treatment for the whole waste stream and main waste types. The project will support critical analysis of data on MSW production for the whole waste stream and main waste types (waste composition by material fractions). The project will support correction of the estimates of MSW production on the bases of data and assumptions available from local, national and international statistics and studies. Support for similar assessment of MSW treatment (utilization and disposal – technical operations and material flows) will also be provided.

Activity 2.2. Elaborating guidelines for assessment and projection of MSW production and MSW treatment for the whole waste stream and main waste types. The project will analyze existing methodological guidelines for assessment and projection of MSW production and MSW treatment for the whole waste stream and main waste types. On the basis of activity 2.1 above, the project will adapt/customize these guidelines to elaborate the methodological guidelines for running similar assessment on regional and local (municipal) level elsewhere in Belarus. These guidelines will be further used for such assessment in one of the two waste management pilot cities (see activity 5.1 of Component 2 below).

Activity 2.3. Formulating the MSW management strategy for MSW production in pilot districts and MSW treatment. The project activities related to MSW management are to concentrate on development of a MSW management strategy, which allows attaining the level of recovery of secondary material resources suitable for reuse to the extent of not less than 70-80% of available secondary material resources which make part of MSW generated. The results received during activity 2.1 and 2.2 will serve as a basis for further socio-economic and environmental evaluation of the MSW management policy targets in local, regional and national levels. Existing Belarusian plans of actions and measures concerning MSW management will be utilized while conducting the study. The project will perform a comparative assessment of the current and predicted situation with national, or where appropriate, main EU MSW management policy targets, and specify gaps and weaknesses in the Belarus MSW management system at the strategic level. On the basis of the above results, a report will be presented on MSW management strategy and the options will be formulated for the achievement of the national targets of MSW management practice, making financial and economic assessment of the options and elaborating recommendations for the best option. The proposed option will cover logistics of MSW reduction, reuse and recycling, and disposal. It should be environmentally optimal and economically feasible, taking into account all major criteria such as ground and surface water protection, land contamination and air pollution prevention, resource conservation, GHG emission reduction, future landfill site recovery, minimization of impact to social environment, etc.

Activity 2.4. Formulating proposals for improvement of legal and institutional framework for MSW management in Belarus. Gaps that currently exist in the national legislation and regulations related to MSW management will be identified and analyzed as compared with the relevant EU regulatory framework. A feasibility study on the application of different policy instruments and measures, both regulatory and economic, including taxation, sets of incentives, institutional arrangement, awareness campaigns and real time information will be conducted. This study, with due account of the most efficient options for national, regional and local MSW management practices assessed in activities 2.2 and 2.3 above, will be followed up with an elaboration of proposals for enhancement of legal and institutional infrastructure according to today's best MSW management practices, which will be included in a report.

Activity 2.5. Organizing round tables on legal and institutional framework for MSW management in Belarus. The project will organize broad discussions with MNREP and other interested state and civil society stakeholders including general public and non-governmental organizations on legal and institutional framework for MSW management in Belarus proposed in activity 2.4. At least two roundtables will be held. These discussions will further continue through a project website forum established as per activity 8.7 and 9.1 below.\

Activity 2.6. Drafting legal acts in the field of MSW management in Belarus. On the basis of proposals for enhancement of legal and institutional infrastructure revealed from activities 2.3 and 2.4 above and discussed under activity 2.5 above, a draft of relevant regulations and/or proposals to introduce changes in the current regulations will be presented to MNREP and MHME for further deliberation and agreement with other relevant authorities and state organizations.

Activity 2.7. Preparing training materials on MSW management strategy and curriculum for technical training workshops. Utilizing the results of the activities above and products produced by previous relevant projects, the project will prepare curriculum for technical training workshops for key decision makers in municipalities along with some training materials for MSW practitioners covering MSW management best practices manuals, existing regulations and guidance on the best MSW management technique. These materials will be prepared in a form of CDs and hard copies.

Activity 2.8. Organizing study tours devoted to operation of the recommended MSW management options in the EU. The project will provide, through study tours, hands-on experience transfer on MSW management strategy to professionals representing MNREP, MHME and other key institutions as well as to practitioners that are or will be involved in conducting MSW management. This will provide the specialists with an opportunity to establish working contacts with MSW management professionals from other countries. Upon return from the first study tour, the Belarusian participants will take part in discussions under the training sessions held as per activity 2.9 below by telling their experiences, sharing and interpreting the information received.

Activity 2.9. Organizing training workshops on MSW management strategy. Using the training materials developed in activity 2.7 above, the project will provide, through a training workshop, in-depth training on MSW management strategy for professionals representing MNREP, MHME and other key institutions as well as other practitioners that are or will be involved in conducting MSW management. The workshop will be organized in Minsk right after the first study tour as per activity 2.8 above. The trained specialists will be further used as resource persons (as project consultants) in further workshops and pilot projects, and will be involved in the development of MSW best practices manuals, regulations and guidelines. The project will hold at least six additional training workshops (a workshop per each Oblast). A report will be presented on this activity including the results discussed at the workshop and opinions of representatives of all target groups. The project will use its website for dissemination of all training materials which will be regularly updated in the course of the project.

Output 3. Biodiversity conservation legislation improved based on comparative analysis with EU regulations

Activity 3.1. Formulating proposals for improvement of legal and institutional framework for biodiversity conservation in Belarus. The project will perform a comparative analysis of gaps in the national legislation and regulations concerning biodiversity protection in Belarus against the relevant EU regulations and Bern Convention regulations. A report will be compiled on the results of the comparative analysis and proposals on harmonization of the Belarusian legislation with the EU regulations and Bern Convention principles will be presented to key stakeholders.

Activity 3.2. Organizing round tables on legal and institutional framework for biodiversity conservation in Belarus. The project will organize broad discussions with MNREP and other interested state, civil society stakeholders and non-governmental organizations on the legal and institutional framework for biodiversity conservation in Belarus proposed in actions 3.1. and 3.3. At least two roundtables will be organized with participation of international experts involved in the activity 3.1.

Activity 3.3. Preparing proposals on the improvement of the legal system in the field of biodiversity conservation in Belarus. On the basis of the outputs of activity 3.1 above, the project will prepare proposals on draft legal regulations in the field of biodiversity conservation in Belarus as well as justification for joining the Bern Convention with a list of legal acts that need to be harmonized with the requirements of the Bern Convention.

Activity 3.4. Organizing training workshops concerning biodiversity protection strategy. In cooperation with relevant NGOs and international consultants the project will organize two training workshops for both governmental authorities and wider public on presenting and discussing the Belarusian biodiversity protection strategy and legislation in this field. These workshops will be held on-site in two specially

protected areas in Belarus. It is expected that these workshops will provide better understanding in the field of biodiversity protection and promote approximation of current Belarusian regulations and practices to those of the EU.

Activity 3.5. Organizing study tours concerning biodiversity protection strategy. The project will organize at least three study tours. One of the study tours will be devoted to wetland management and will guide the Yelnya Reserve staff, representatives of other wetland reserves staff and representatives of MNREP through a number of well-maintained wetland sites in Europe. The second study tour will involve Belarus hunting authorities in order to demonstrate their practical implementation of EU regulatory framework in bird wild life protection. The trip will be organized to EU countries with similar climate, nature and hunting traditions. The group will be composed of relevant specialists from MNREP, Ministry of Forestry, Belgosohota Association, BTPR Association, NGOs, etc. The objective is to show that hunting enterprises can be developed without spring hunting on birds which is forbidden in EU since 1979. They can learn also different management and marketing techniques which help to make game management sustainable. The third study tour will be devoted to ecotourism and environmentally friendly rural tourism development aspects at the specially protected natural areas and will host both governmental authorities from relevant key ministries (e.g., MNREP, Ministry of Forestry, Ministry of Agriculture, Ministry of Sport and Tourism, Presidential Affairs Management Department, National Academy of Sciences of Belarus, etc.), and civil society structures.

Output 4. Proposals to integration of EU procedures and practices in ecological certification of products into Belarusian legislation made

Activity 4.1. Preparing proposals on the progressive approximation of Belarus legislation with the EU legislation in the area of ecological certification. The project will perform a comparative analysis of the Belarus legislation against EU legislation in the area of criteria and procedures for ecological certification of production including ecological marking of packing. Based on the gaps revealed from the results of this analysis, the project will prepare a report on proposals for the harmonization of system of ecological certification of products and submit proposals as to progressive approximation of current national technical legal framework with relevant EU technical regulations. The report and proposed measures will be submitted to MNREP for subsequent development of necessary technical legal framework (TLF).

Activity 4.2. Organizing round tables on enhancement of the national TLF for ecological certification in Belarus. The project will organize broad discussions with MNREP and other interested state, civil society stakeholders and non-governmental organization on legal and institutional framework for ecological certification in Belarus including ecological marking of packing. . At least two roundtables will be organized to discuss proposals on improving TLF developed within activity 4.2.

Activity 4.3. Drafting lacking technical regulations (or introducing changes and amendments in the current technical regulations) in the field of ecological certification in Belarus. On the basis of the outputs of activity 4.1 and 4.2 above, the project will assist the MNREP in drafting lacking technical regulations in the field of for ecological certification in Belarus and/or in drafting changes and amendments to be introduced in the current technical regulations.

Activity 4.4. Organizing a training workshop concerning ecological certification in Belarus. In cooperation with relevant NGOs and international consultants the project will organize a training workshop for MNREP, other relevant republican and local governmental authorities and wider public on the issues of ecological certification in Belarus including ecological marking of packing to learn its implications and advantages. It is expected that this workshop will promote approximation of current Belarusian technical regulations and practices to those of the EU.

COMPONENT 2. PILOT PROJECTS

Output 5. More elements of full MSW management cycle put into operation in Mosty and Kobrin

Activity 5.1. Conducting a study in support of MSW management in Mosty and Kobrin. Using the guidelines elaborated in activity 2.2 above the project will make an assessment and projection of MSW volume to be produced, sorted and treated in Mosty and Kobrin. This activity will also include environmental and economic feasibility studies focused on collection frequencies and optimal collection rate of packaging, achievable level of sorting and composting, available recycling infrastructure, and on other system logistics.

At that, one of the principal indicators should be a high level of recovery of secondary material resources (70-80% of available secondary material resources which make part of MSW generated). Furthermore, the project will conduct a study to reveal preferences of citizens in private (family) houses in the town part of Mosty area to accept home compostainers or to accept biowaste containers and to specify number of compostainers and biowaste containers needed. In cooperation with MHSO in these cities, appropriate locations for separate collection containers (biowaste containers for municipally owned large houses, packaging waste containers both in town and village parts of Mosty area) and for bulk container station sites will be determined.

Activity 5.2. Organizing a competition of local initiatives to develop technical solutions and preliminary project proposals for the MSW landfills in Mosty and Kobrin. The project will allocate resources, organize and hold the competition of local initiatives aiming at attracting civil society, associations, individuals and non-governmental organizations to develop a conceptual design of landfills for each mentioned city. In the scope of these initiatives it is expected that the general public and population will propose technical solutions and drafts on developing a system of MSW management in their own cities with a view to sustainable development of those cities.

Activity 5.3. Designing the MSW landfill in Mosty and Kobrin. Based on project proposals (see activities 2.2, 5.1 and 5.2) the project will produce a conceptual landfill design for each mentioned city, a conceptual proposal of intensified landfill site development, including landfill area, guidelines for proper creation of landfill layers and for formation of landfill shape, a proposal of location of composting plant in the landfill territory and a conceptual design of compost plant ground (structure of the layers, slopes of ground, effluent water management). While developing a conceptual landfill design based on the results of activities 5.1 and 5.2, management scheme of biodegradable part of MSW will be considered for the part of the landfill to be intensified together with a system of landfill de-gasification, disposal of fill methane and waste water treatment.

Activity 5.4. Developing specification of MSW management equipment and organizing the bidding process. Specification of selected equipment will be prepared with assistance provided by MHSOs in Kobrin and Mosty² taking into account local equipment available. (see Annex IV).

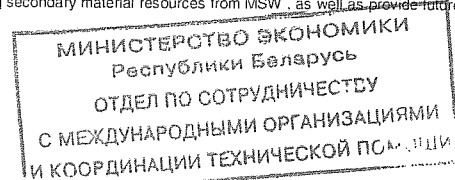
Activity 5.5. Ensuring procurement and installation of MSW management equipment in Mosty and Kobrin. The project in cooperation with local MHSOs will supervise equipment transportation, installation and putting in operation in accordance with equipment specification and MSW management system conceptual design. The project will assist in necessary test runs and compilation of test logs and acceptance certificates for separate equipment as well as for the MSW management system as a whole in Mosty and Kobrin.

Activity 5.6. Ensuring smooth operation of the pilot projects' MSW management systems. The project will be assisting in pilot sites for 12 months (or less, in case there are less months left till the end of the contract) with implementation of the pilot projects. This assistance, in addition to activity 5.6 described below, will include two training tours of six local operators, who will be involved in MSW management system operation for at least 80% of their working time during the 12 months period after the start-up of the pilot projects, following the supply and installation of the equipment. A short-term expert with extensive EU experience in the operation of MSW management systems will provide at least two on-site trainings of these six local operators.

Activity 5.7. Ensuring the monitoring of the pilot projects' MSW management systems. In addition to activity 5.5 above, the project's assistance in pilot sites will also include monitoring of operations of the pilot projects once per 3 months within the first 12 months of full operation of the pilot projects (or less, in case there are less than 12 months till the end of the project). The short-term expert with EU experience in the operation of MSW management systems for on-site training of the local experts will also take part in all monitoring rounds.

Activity 5.8. Conducting comparative study on MSW management before and after implementation of pilot projects. The project will implement a comparative research, including a cost-benefit analysis, before the pilot project implementation and 6 months after the pilot project implementation (or earlier, if the

² Mosty will be in charge of designing and co-financing such activities as the composting plant site preparation and civil works needed to place the press in the sorting line, as well as such activities as landfill de-gasification, installation of disposal equipment for fill methane and biogas given respective decisions for their inclusion into the management scheme of biodegradable MSW taken along with all necessary permitting procedures. Kobrin will be in charge of designing and co-financing construction of the packaging and similar wastes sorting plant in Kobrin. Both municipalities should ensure and support further recycling logistics of using secondary material resources from MSW, as well as provide for the landfill recovery and decontamination of existing micro-landfills.



implementation of pilot project will take less months before the end of the project). For both pilot landfills, the study will also make more accurate assessment of specifications and composition of waste to be collected and managed separately.

Activity 5.9. Demonstrating the results of operation of the pilot projects' MSW management systems. The project finally will issue a report with the results of demonstration of at least 8 elements of full MSW management cycle in Mosty and Kobrin, namely:

- separate collection of packaging and similar waste and effective transportation;
- sorting (at central sorting facility) of separately collected packaging and similar (by material type) waste and recovery of secondary material resources from MSW;
- separate collection of biowaste and effective transportation;
- composting and utilization of biowaste;
- prevention of biowaste;
- separate collection of hazardous wastes from MSW;
- MSW landfill management;
- bulk waste separate collection and management.

Similar report will be issued to demonstrate at least 2 elements of full MSW management cycle in Kobrin, namely:

- separate collection of packaging and similar waste and effective transportation;
- sorting of separately collected packaging and similar waste and their management to ensure recovery of secondary material resources from MSW;
- bulk waste separate collection and management;
- composting and utilization of biowaste.

The two reports will be communicated to MNREP and all local MHSOs and disseminated through the project website established under activities 9.1. and 9.2 below.

Output 6. New set of activities for Yelnya Reserve Management Plan

Activity 6.1. Developing a new set of activities for the Yelnya Reserve Management Plan. The project will review the existing Management Plan of the Yelnya Reserve and bring it in line with EU best practices if necessary. Additional data will be collected in order to elaborate a new set of activities for Yelnya Reserve Management Plan, in particular, in the field of hydrology taking into consideration the EC requirements and the legislation of the Republic of Belarus. The project will develop a new version of the Management Plan and will implement the selected priority activities of this plan.

Activity 6.2. Organizing the bidding process for equipment for Yelnya Reserve Management Plan implementation. Equipment specifications and other required documents will be prepared (see Annex V).

Activity 6.3. Ensuring equipment installation for Yelnya Reserve Management Plan implementation. The project in cooperation with Miory Regional Executive Committee and Yelnya Hydrological Reserve Administration will supervise equipment transportation, installation and putting in operation in accordance with equipment specification and Yelnya Reserve Management Plan. Necessary test runs and compilation of test logs and acceptance certificates will be ensured.

Activity 6.4. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: monitoring of surface and groundwater level. The project will assist in implementation of selected priority activities of the plan developed in activity 6.1 above. In particular, the project will support the conducting of a field research and establishment of the network for surface and groundwater level monitoring. A report will be prepared on management of hydrological regime in Yelnya Bog, based on operational monitoring data.

Activity 6.5. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: ecotourism routes. The project will assist in ecotourism and rural tourism development, including elaboration of new ecotourism routes and of necessary amenity arrangements.

Activity 6.6. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: a visit center. The project will assist in establishing a visit center along with office premises development using experience of the eco-center in Berezinski Biosphere Reserve (Vitebsk Oblast): drafts of provisions on and statute of the visit center will be developed, PR and information materials will be developed and produced.

Activity 6.7. Capacity building of staff: trainings. The project will provide support for capacity building of management staff of Yelnya Reserve and visit center in order to ensure the pilot project successful implementation. Special training sessions will be organized to learn on sustainable biodiversity conservation techniques applicable to wetlands. Other training sessions will be dedicated to ecotourism methodology and practice. These trainings will be organized in at least two different EU member countries with involvement of international experts.

Activity 6.8. Capacity building of staff: guidelines on the best eco-tourism practices. Additional informational support will be provided by the project in a form of guidelines demonstrating examples of the best eco-tourism practices. An expert with extensive EU experience will assist to develop the guidelines.

Activity 6.9. Capacity building of staff: Yelnya report. The guidelines developed in activity 6.8 above will be used for preparation of a report demonstrating eco-tourism in practice from Yelnya pilot project experience.

Activity 6.10. Capacity building of staff: workshops. The project will also conduct two workshops concerning the Yelnya case study to enhance capacity building. The first workshop will be dedicated to the best practices of hydrological regime management with measures in the Yelnya Bog as an example. The second workshop will be to share practical experience on eco-tourism in Yelnya Reserve. The workshops will invite specialists in the field of environmental protection, local decision-makers, tourism agencies, representatives of NGOs, students, etc.

COMPONENT 3. EDUCATION, AWARENESS-RAISING AND DISSEMINATION ACTIVITIES

Output 7. Establishing a local Aarhus center completed

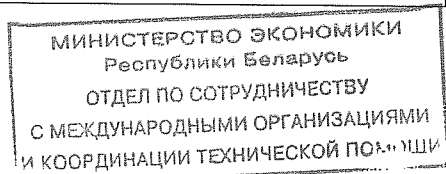
Activity 7.1. Conducting a feasibility study for establishment of Aarhus centers at oblast level. The project will support MNREP and its local establishments, the Belarusian environmental NGOs, the general public, scholars / students and environmental protection professionals in reaching their objective of raising environmental awareness through an Oblast Aarhus Center deployed in one of the three oblasts where the aforementioned pilot projects will be implemented in the scope of component 2. For this purpose the project will conduct a feasibility study and suggest the most feasible location option for decision making by MNREP. Upon the result of this decision the project will negotiate with local authorities to cooperate in setting the local Aarhus Center office. The project will hire an international expert who is experienced in establishing Aarhus Centers in Eastern European countries to peer review the feasibility study report.

Activity 7.2. Establishing a local (pilot) Aarhus center. The project will assist a respected OCNREP to establish such center as a pilot, equip it with necessary media and office facilities and make it fully operational. The project will assist in developing scope of work and annual plans, target group identification, organization of their activities and promotion of the Center. In addition to support of office equipment procurement the project will prepare drafts of provisions on and statute of the Local Aarhus Center.

Activity 7.3. Training the Center's staff. The project will organize and conduct training of the Center's personnel. A specialist from an Aarhus Center office in Belarus will be involved to share his/her experience and educate the local Aarhus Center staff.

Activity 7.4. Study tour for staffs of the Aarhus Centers of Belarus. The project will organize and perform a study tour for the personnel of the Aarhus Centers of Belarus. The tour will involve visits to at least two Aarhus Centers located in neighboring Central European countries.

Output 8. Awareness-raising and project results dissemination campaign implemented



Activity 8.1. Expanding the network of Green Schools. The project will assist in developing and expanding the network of Green Schools established with EC funds in Miory, Kobrin, and Mosty districts. In the framework of component 2, the project will organize trainings at pilot project sites to exchange experience between teachers of Green Schools and specialists as well as field-trips with children based on evident educational capability of new environmental protection pilot projects.

Activity 8.2. Developing additional demonstration materials for Green Schools. The project will assist in developing additional relevant demonstration materials for the curriculum of the Green Schools. The materials will be based on the activities undertaken in the scope of component 2 and will incorporate best available practices.

Activity 8.3. Green Schools training workshops. The project will assist in organizing and holding at least three regional training workshops annually to ensure the further development and expanding of the Green Schools' network within three above mentioned districts. The workshops will gather together potential and practicing leaders of Green Schools to exchange experience and support/promote the network.

Activity 8.4. Green Schools network monitoring. The project will assist in monitoring the Green Schools' network within three oblasts (Brest, Vitebsk, and Grodno oblasts). The purpose of the monitoring would be to verify the level of practice achieved by the Schools against meeting the requirements for Green schools.

Activity 8.5. Draft legal act "On endorsing Regulation about an access to information, general public participation in decision-making and access to justice on environmental issues." The project will support development of a draft regulation in the area of ecological information dissemination, in particular, the project will develop a draft regulation on access to information, general public participation in decision-making and access to justice on environmental issues.

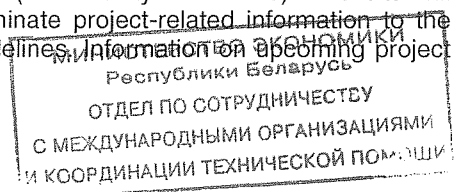
Activity 8.6. Biodiversity database. The project will develop a web-oriented database to be used for mapping and monitoring biodiversity (database elaborated on the best examples from EU: Sweden) which further can be hyperlinked in MNREP's web-site and managed by selected organization for use by practitioners, decision-makers, Green Schools teachers and general public to provide sustainable awareness raising on biodiversity conservation with emphasis on protected areas. The web-oriented database along with other information campaigns will also help decreasing pressure of tourism for the protected areas as tourists can use information from the site to find wished species elsewhere.

Output 9. EU visibility and project's information coverage insured by a website

Activity 9.1. Implementing project results dissemination campaign: publications. The project will develop thematic plan of relevant publications / illustrations about the best European practices and relevant activities within the pilot projects. The project will then compile corresponding articles, translate them and publish in a supplementary copy of selected Belarusian nature magazines (e.g., Rodnaya pryroda, Dikaya priroda, Ptushki i my, Mir zhivotnykh etc.). In addition, the project will conduct the communication campaign on environmental and economic consequences of waste management in Mosty and Kobrin towns and near-by villages. This campaign will be fulfilled through a media network, field-trips to project sites (see activity 8.1) and distribution of leaflets and posters.

Activity 9.2. Implementing project results dissemination campaign: project website. To enlarge a scale of dissemination its results and to provide sustainable educational impact the project will develop and launch website (see also activity 9.1 below). The website will contain relevant news and information on project activities, useful guidelines for MSW and water management techniques, advertise the best achievable practice and provide information on legal and institutional framework in the fields of MSW, water management, ecological certification, ecotourism and biodiversity protection. The website will be integrated as a hyperlink to relevant sections of MNREP's web-site for use by practitioners, decision-makers, Green Schools teachers and pupils, and general public, thus providing sustainable awareness-raising on the above issues. The website will have a hyperlink to browse the biodiversity database developed under activity 8.6 above.

Activity 9.3. Populating and maintaining the project Internet site. A project website will be designed, launched and maintained in the course of project implementation (see activity 8.7 above). The site will include pages on project components and will be used to disseminate project-related information to the widest possible audience according to UNDP and EU visibility guidelines. Information on upcoming project



events and the results achieved will be placed on the site and an electronic library on project relevant issues will be available for consultation. A special section for the media with press releases, a news distribution list and materials for downloading will be developed. The site's forum will facilitate wide discussion among the stakeholders on recommendations for the Belarusian legislation modification, along with guidelines, reports, strategies and other documents which will be developed in the course of the project. The site will be designed in a manner that will allow easy integration into relevant sections of the existing MNREP's Internet site after project completion (see activity 9.2 above).

COMPONENT 4. PROJECT MANAGEMENT

Output 10. Effective project management and monitoring ensured

Activity 10.1. Project registration and inception. The project is to be registered as per the established procedure.

Activity 10.2. Project monitoring and finalizing. Three project component completion workshops will put an end to activities under each of the three technical project components. The project final workshop will finalize the entire project performance. The Project Steering Committee (PSC) will be established and functioning.

Activity 10.3. Project management and project office functioning. A project implementation group is created for project implementation, the project personnel are contracted, the project office is rented, and maintenance and communications are secured during project implementation. All planned activities are to be implemented and project resources are to be delivered in full according to the annual work plans. To contribute to successful implementation of all the mentioned tasks and activities, the UNDP project envisages funds allocation to procure office equipment, furniture, a vehicle (vehicles) etc.

Part III: Results and Resources Framework

<p>Intended Outcome as stated in the Country Programme Results and Resource Framework:</p> <p>3.2 Sustainable use of the country's natural resources promoted.</p> <p>Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets: Indicator: Environmental Code exists; Baseline: no Environmental Code; Target: Environmental Code regulating natural protection and sustainable use of the country's natural resources adopted</p> <p>Applicable Key Result Area (from 2008-11 Strategic Plan): Mainstreaming environment and energy</p> <p>Partnership Strategy: Executing Entity – Ministry of Natural Resources and Environmental Protection of the Republic of Belarus</p> <p>Project title and ID (ATLAS Award ID): "Support to the development of a comprehensive framework for international environmental cooperation in the Republic of Belarus"</p>		RESPONSIBLE PARTIES
INTENDED OUTPUTS	OUTPUT TARGETS FOR (1-3 YEARS)	INDICATIVE ACTIVITIES
<p>Component 1. LEGAL AND PROCEDURAL APPROXIMATION, AND CAPACITY BUILDING</p> <p>Objective: To improve Belarus' environmental policy framework in such a way as to bring the country closer to international or, where applicable, EU concepts and approaches in terms of environmental law and environmental due processes</p> <p>Baseline:</p> <ol style="list-style-type: none"> The existing Belarusian regulations and practice in these fields need further harmonization with the current EU Directives. Experience and knowledge of professionals and authorities need to be improved. <p>Indicators:</p> <ol style="list-style-type: none"> Environmental legislation is harmonized with the EU environmental law and best practices in the following fields: <ul style="list-style-type: none"> waste management biodiversity conservation water management ecological certification of products. Target groups provided with informational support and training. 		
<p>Output 1. Water management legislation in Belarus progressively approximated with the EU regulations</p> <p>Baseline:</p> <p>Мінучесце рэгуляцыйна-аградулгу Рэспублікі Беларусь</p> <p>ОТДЕЛ ПО СОТРУДНИЧЕСТВУ С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ</p>	<p>1. Report on the results of comparative analysis of the Belarus legislation with the EU in the field of water management approved by MNREP.</p> <p>2. Proposals for institutional and legal infrastructure in the field of water management approved by MNREP.</p> <p>3. 2 meetings of a round-table format organized, each</p>	<p>Expected Results:</p> <ol style="list-style-type: none"> Draft regulations in waste management, biodiversity conservation, water management, and ecological certification of products submitted to MNREP and approved for further processing through consequent conciliation procedure established by law. Training and awareness raising provided to target groups. <p>UNDP MNREP</p> <p>UNDP MNREP</p>

<p>harmonized with relevant EU Directives setting environmental quality standards for the priority substances.</p> <p>2. The water management practitioners must be additionally trained.</p> <p>Indicators:</p> <ol style="list-style-type: none"> 1. Legal acts proposed for national water management legislation upon the results of analysis existing gaps with relevant EU Directives. 2. Number of training workshops. 3. Number of practitioners trained. 4. Number of specialists that have participated in the training. 	<p>involving at least 5 key decision-makers and 20 other multiple stakeholders.</p> <ol style="list-style-type: none"> 4. 1 training workshop organized involving at least 10 decision-makers and 20 specialists from MNREP regional staff and representatives of other stakeholders. 5. 1 study tour to the EU country organized involving at least 5 specialists. 	<p>1.3 Organizing round tables on legal and institutional framework for water management in Belarus</p> <p>1.4 Drafting primary and secondary legal acts lacking for proper water management in Belarus</p> <p>1.5 Organizing water management training workshop.</p> <p>1.6 Organizing a study tour in the area of water management.</p>	<p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p>
<p>Output 2. EU waste management regulations and practices analyzed and integrated into the Belarusian legal system</p> <p>Baseline:</p> <ol style="list-style-type: none"> 1. A number of regulations are fully harmonized with the main EU MSW management policy and relevant EU Directives. 2. Existing guidelines for evaluation of actual and projected volumes of MSW production / treatment with due account of the whole waste stream and main waste types on regional and local (municipal) level need improvements. 3. The MSW management strategy must be updated. 4. The practitioners must be trained. <p>Indicators:</p> <ol style="list-style-type: none"> 1. Draft legal acts (and/or draft proposals for changes) proposed for improvements of the national MSW management legislation upon the results of analysis of existing gaps in comparison with relevant EU Directives. 2. A guidance for evaluation of actual and projected volumes of MSW production / treatment. 	<ol style="list-style-type: none"> 1. A report on the results of analysis discussed and approved by MNREP and MHME. 2. Guidelines approved by MNREP and MHME for evaluation of actual and projected volumes of MSW production / treatment with due account of the whole waste stream and main waste types on regional and local (municipal) level. 3. A report on the MSW management policy targets in different levels of implementation approved by MNREP and MHME. 4. Proposals and recommendations for institutional and legal infrastructure in the field of MSW management approved by MNREP and MHME. 5. 2 meetings of a round-table format organized, each involving at least 10 key decision-makers and 50 other multiple stakeholders. 6. Training materials (100 CDs and 100 hard copies containing presentations, guidance and relevant regulations) on MSW management practice prepared and made widely available. 7. 2 study tours organized in EU countries with participation of at least 15 practitioners in each of the study tours. 8. 1 training session conducted in Minsk with participation of at least 10 key decision makers from MNREP, MHME and local executive committees and 30 specialists involved in MSW management. 	<p>2.1. Critical analysis and evaluation of the actual data on MSW production and MSW treatment for the whole waste stream and main waste types</p> <p>2.2. Elaborating guidelines for assessment and projection of MSW production and MSW treatment for the whole waste stream and main waste types</p> <p>2.3. Formulating the MSW management strategy for MSW production and MSW treatment</p> <p>2.4. Formulating proposals for improvement of legal and institutional framework for MSW management in Belarus</p> <p>2.5. Organizing round tables on legal and institutional framework for MSW management in Belarus</p> <p>2.6. Drafting legal acts in the field of mMSW management in Belarus.</p>	<p>UNDP MNREP MHME</p> <p>UNDP MNREP MHME</p> <p>UNDP MNREP MHME</p> <p>UNDP MNREP MHME</p> <p>UNDP MNREP MHME</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p>

<p>3. A MSW management strategy. 4. Number of study tours. 5. Number of training workshops. 6. Number of practitioners trained.</p>			MHME
<p>Output 3. Biodiversity conservation legislation improved, based on comparative analysis with EU regulations</p> <p><u>Baseline:</u> 1. A number of regulations are fully harmonized with the main EU biodiversity protection policy and relevant directives. 1. The biodiversity experts must be additionally trained</p> <p><u>Indicators:</u> 1. Legal acts proposed for national legislation in the field of biodiversity conservation upon the results of analysis existing gaps with relevant EU directives. 2. Number of study tours. 3. Number of training workshops. 4. Number of practitioners trained.</p>	<p>1. 2 meetings of a round-table format organized involving at least 5 key decision-makers and 20 other multiple stakeholders. 2. 2 training workshops conducted each involving at least 10 key decision makers from MNREP and other relevant local and central governmental agencies and 30 professionals and representatives of other civil society structures. 3. 3 study tours organized with participation of at least 15 specialists in average in each of the tours.</p>	<p>2.7. Preparing training materials on MSW management strategy and curriculum for technical training workshops</p> <p>2.8. Organizing study tours devoted to operation of the recommended MSW management options in the EU</p> <p>2.9. Organizing training workshops on MSW management strategy.</p> <p>3.1. Formulating proposals for improvement of legal and institutional framework for biodiversity conservation in Belarus</p> <p>3.2. Organizing round tables on legal and institutional framework for biodiversity conservation in Belarus</p> <p>3.3. Preparing proposals on the improvement of the legal system in the field of biodiversity conservation in Belarus.</p> <p>3.4. Organizing training workshops concerning biodiversity protection strategy</p> <p>3.5. Organizing study tours concerning biodiversity protection strategy</p>	<p>UNDP MNREP MHME</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p>
<p>Output 4. Proposals to integration of EU procedures and practices in ecological certification of products into Belarusian legislation made</p> <p><u>Baseline:</u> 1. Some of regulations are fully harmonized</p>	<p>1. A report on the results of analysis discussed and approved by MNREP; approved draft proposals. 2. 2 meetings of a round-table format organized each involving at least 5 key decision-makers and 20 other multiple stakeholders. 3. 1 training workshop conducted with participation of at least 10 key decision makers and approx. 30 professionals in each</p>	<p>4.1. Preparing proposals on the progressive approximation of Belarus legislation with the EU legislation in the area of ecological certification</p> <p>4.2. Organizing round tables on enhancement of the national TLF for ecological certification in Belarus.</p>	<p>UNDP MNREP</p> <p>UNDP MNREP</p>

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

<p>with the main EU ecological certification policy and relevant directives.</p> <p>2. The experts in the field of ecological certification must be additionally trained</p> <p>Indicators:</p> <ol style="list-style-type: none"> 1. Legal acts proposed for national legislation in the field of ecological certification upon the results of analysis existing gaps with relevant EU Directives. 2. Number of training workshops. 3. Number of practitioners trained. 	<p>of the workshops.</p>	<p>4.3. Drafting lacking technical regulations (or introducing changes in the current technical regulations) in the field of ecological certification in Belarus.</p>	<p>UNDP MNREP</p>
<p>4.4. Organizing a training workshop concerning ecological certification in Belarus</p>			<p>UNDP MNREP</p>
<p>Component 2. PILOT PROJECTS</p>			
<p>Objective: To demonstrate viability of waste management and nature protection policies implemented in practice using appropriate technology and with participation of citizens</p> <p>Baseline:</p> <ol style="list-style-type: none"> 1. No successful pilot projects in the fields of MSW management, biodiversity conservation and water management. 2. Professionals and authorities do not have real practice of being involved in comprehensive decision-making process. <p>Indicators:</p> <ol style="list-style-type: none"> 1. The professionals, authorities, and general public are involved in implementation of pilot projects using the best practices and draft regulations resulted from implementation of previous project component in the fields of waste management, biodiversity conservation, water management and ecological certification of products. 2. Viability of the pilot projects is proven by involving professionals, authorities, and general public in monitoring procedures. 	<p>Expected results:</p> <ol style="list-style-type: none"> 1. Three pilot projects successfully launched (two for MSW management and one for biodiversity conservation and water management) in compliance with the best EU practice and in accordance with the guidelines elaborated by the project and specifications openly discussed during joint decision-making; 2. Monitoring procedures implemented in all three pilot projects. 		
<p>Output 5. More elements of full MSW management cycle put into operation in Mosty and Kobrin.</p> <p>Baseline:</p> <ol style="list-style-type: none"> 1. No successful pilot projects in the field of MSW management are implemented in the regions. 2. Local professionals must be trained. <p>Indicators:</p> <ol style="list-style-type: none"> 1. Number of MSW management pilot projects successfully launched. 	<ol style="list-style-type: none"> 1. A report on the results of study with proposals concerning design of effective MSW management cycle in Mosty and Kobrin approved by MNREP and local MHSOs. 2. Reports on landfill equipment specifications and a conceptual design of landfills along with a proposal of intensified landfill sites development approved by MNREP and local MHSOs. 3. All necessary equipment acquired, transported, installed and put into operation. 4. v2 tours organized in the EU countries and at least 6 	<p>5.1. Conducting a study in support of MSW management in Mosty and Kobrin</p>	<p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p>
<p>1. Number of MSW management pilot projects successfully launched.</p>		<p>5.2. Organizing a competition of local initiatives to develop technical solutions and preliminary project proposals for the MSW landfills in Mosty and Kobrin.</p>	<p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p>

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

<p>2. Number of training tours.</p> <p>3. Number of local landfill operators trained.</p> <p>4. Level of recovery of secondary material resources of MSW generated.</p>	<p>operators trained.</p> <p>5. At least 4 reports issued for each of the project sites and approved by MNREP and local MHSOs.</p> <p>6. A report on the results of comparative study approved by MNREP and local MHSOs.</p> <p>7. 2 reports on demonstration of feasibility and efficiency of the proposed elements of MSW management system approved by MNREP and local MHSOs.</p> <p>8. Indicator of at least 70-80% recovery of secondary material resources of available secondary material resources which make part of MSW generated achieved.</p>	<p>5.3. Designing the MSW landfill in Mosty and Kobrin.</p> <p>5.4. Developing specification of MSW management equipment and organizing the bidding process.</p> <p>5.5. Ensuring procurement and installation of MSW management equipment in Mosty and Kobrin.</p> <p>5.6. Ensuring smooth operation of the pilot projects' MSW management systems.</p> <p>5.7. Ensuring the monitoring of the pilot projects' MSW management systems.</p> <p>5.8. Conducting comparative study on MSW management before and after implementation of pilot projects.</p> <p>5.9. Demonstrating the results of operation of the pilot projects' MSW management systems.</p>	<p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p> <p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p> <p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p> <p>UNDP MNREP MHMEMHMO in Kobrin and Mosty</p> <p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p> <p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p> <p>UNDP MNREP MHME MHSO in Kobrin and Mosty</p>
---	---	---	--

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

<p>Output 6. New set of activities for Yelnya Reserve Management.</p> <p>Baseline:</p> <ol style="list-style-type: none"> No successful pilot projects in the fields of biodiversity conservation are implemented. Local professionals must be trained. <p>Indicators:</p> <ol style="list-style-type: none"> Number of biodiversity conservation pilot projects in Yelnya wetland reserve successfully launched. Number of training tours. Number of specialists from local management staff trained. Number of workshops. 	<ol style="list-style-type: none"> A revised version of Yelnya Reserve Management Plan approved by MNREP, Miory Regional Executive Committee and Yelnya Hydrological Reserve Administration. All necessary equipment procured in accordance with prepared specifications, transported, installed and put into operation. A report on monitoring and management of hydrological regime in Yelnya Bog approved by MNREP, Miory Regional Executive Committee and Yelnya Hydrological Reserve Administration. At least 1 tourism route marked with amenities. A visit center established. At least 4 special trainings in the EU countries organized with at least 15 specialists trained. A report on the results of Yelnya pilot project implementation approved by MNREP and issued. At least 2 workshops on best practices of hydrological regime management and eco-tourism experience organized on-site of the Yelnya Bog with participation of at least 30 attendees. 	<p>6.1. Developing a new set of activities for the Yelnya Reserve Management Plan</p> <p>6.2. Organizing the the bidding process for equipment for Yelnya Reserve Management Plan implementation</p> <p>6.3. Ensuring equipment installation for Yelnya Reserve Management Plan implementation</p> <p>6.4. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: monitoring of surface and groundwater level</p> <p>6.5. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: ecotourism routes</p> <p>6.6. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: a visit center</p>	<p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p>
--	--	--	---

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

	<p>6.7. Capacity building of staff: trainings</p> <p>6.8. Capacity building of staff: guidelines on the best eco-tourism practices</p> <p>6.9. Capacity building of staff: Yelnya report</p> <p>6.10. Capacity building of staff: workshops</p>	<p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p> <p>UNDP MNREP Miory Regional ExeCom Yelnya Hydrological Reserve Administration</p>
<p>Component 3. EDUCATION, AWARENESS-RAISING AND DISSEMINATION ACTIVITIES</p>		
<p>Objective: To ensure involvement of the Belarusian professionals, citizens and their associations in achieving environmental policy objectives at the local level, and in areas where social participation should be encouraged, notably via citizens' involvement in pilot projects.</p> <p>Baseline:</p> <p>1. Information availability and knowledge raising must be enhanced on a basis of wide dissemination of positive examples.</p> <p>Indicators:</p> <p>1. Pilot project results are widely disseminated to encourage citizens in involvement in achieving their environmental policy objectives.</p>	<p>Expected results:</p> <p>1. Knowledge and experience with regard to environmental protection issues disseminated through Aarhus Oblast Center, Green School network, relevant publications and web-site.</p>	

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

<p>Output 7. Establishing a local Aarhus (pilot) center completed</p> <p>Baseline:</p> <ol style="list-style-type: none"> No Aarhus center established in Oblast level. <p>Indicators:</p> <ol style="list-style-type: none"> An Aarhus center of Oblast level established and equipped. Number of trainings. 	<ol style="list-style-type: none"> A report on feasibility study and recommendations concerning location and scope of work of the suggested Oblast Aarhus Center approved by MNREP and respected OCNREP. The Oblast Aarhus Center established and equipped. At least one employee of Oblast Aarhus Center personnel trained. At least 1 study tour organized with participation of at least 2 representatives from the Aarhus Centers of Belarus in each of the tours. 	<p>7.1. Conducting a feasibility study for establishment of Aarhus centers at oblast level</p> <p>7.2. Establishing a local Aarhus center</p> <p>7.3. Training the local Center's staff</p> <p>7.4. Study tour for the staff of the Aarhus Centers</p>	<p>UNDP MNREP OCNREP</p> <p>UNDP MNREP OCNREP</p> <p>UNDP MNREP OCNREP</p> <p>UNDP MNREP OCNREP</p>
<p>Output 8. Awareness-raising campaign implemented.</p> <p>Baseline:</p> <ol style="list-style-type: none"> Awareness, knowledge and skills in the area of environmental protection improved. <p>Indicators:</p> <ol style="list-style-type: none"> Number of field trips by Green Schools network. Number of Green Schools visitors participated in the field trips. Biodiversity database operational by the project end. 	<ol style="list-style-type: none"> All three project sites visited with participation of at least 10 persons in each of the field trips. At least 800 brochures prepared for curriculum of the Green Schools, discussed with relevant NGOs, approved by MNREP and published. At least 9 workshops organized with at least 20 attendees in each of the workshops. At least 30 monitoring missions organized. Development and installation of a biodiversity database on a web server via Internet. 	<p>8.1. Expanding the network of Green Schools</p> <p>8.2. Developing additional demonstration materials for Green Schools</p> <p>8.3. Green Schools training workshops</p> <p>8.4. Green Schools network monitoring</p> <p>8.5. Draft legal act "On endorsing Regulation about an access to information, general public participation in decision-making and access to justice on environmental issues.</p> <p>8.6. Biodiversity database.</p>	<p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p>

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

<p>Output 9. EU visibility and project's information coverage insured by a website.</p> <p>Baseline:</p> <ol style="list-style-type: none"> 1. Project results need to be disseminated. <p>Indicators:</p> <ol style="list-style-type: none"> 1. Number of publications and broadcasted interviews. 2. Project website in the internet 	<ol style="list-style-type: none"> 1. The project results widely disseminated by means of popular articles published, local media network, leaflets and posters: at least 6 articles, 5000 supplementary copies of a magazine, two interviews per year for local radio and TV, at least 600 leaflets and 600 posters on MSW-related project results and at least the same number for biodiversity-related project results published. 2. Project web-site developed, registered and opened. Project materials in Russian and with summary version in English accessible via the Internet. 3. The project web-site integrated into MNREP web-site by the end of project completion. 	<p>9.1. Implementing project results dissemination campaign; publications.</p> <p>9.2 Implementing project results dissemination campaign; project website.</p> <p>9.3 Populating and maintaining the project Internet site.</p>	<p>UNDP MNREP</p> <p>UNDP MNREP</p> <p>UNDP MNREP</p>
<p>Component 4. PROJECT MANAGEMENT</p>			
<p>Objective: To provide efficient project performance and evaluation</p>			
<p>Output 10. Effective project management and monitoring ensured.</p>	<ol style="list-style-type: none"> 1. One kick-off meeting held. 2. At least 6 PSC meetings organized. 3. Three project component closing workshops organized. 4. One final workshop organized. 5. Project personnel contracted. 6. Project office functions. 	<p>10.1. Project registration and inception</p> <p>10.2. Project monitoring and finalizing</p> <p>10.3. Project management and project office functioning</p>	<p>UNDP MNREP</p>
<p>Total for all Components (except for project staff's salaries, project office equipment and supplies, as well as for equipment, machines and tools to be acquired and installed to implement pilot projects as per Component 2)</p>			

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

PART IV: WORK PLAN

Activity		Number of months since project commencement																																					
		Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6							
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36		
Component team assembling																																							
Output 1. Water management legislation in Belarus progressively approximated with the EU regulations																																							
1.1.	Comparative analysis of present national water legislation in Belarus with relevant EU regulations																																						
1.2.	Formulating proposals for improvement of legal and institutional framework for water management in Belarus																																						
1.3.	Organizing round tables on legal and institutional framework for water management in Belarus																																						

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

Activity	Number of months since project commencement																																								
	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6										
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36					
1.4. Drafting primary and secondary legal acts lacking for proper water management in Belarus												P																													
1.5 Organizing water management training workshop. The project will organize a technical training workshop for MNREP, its regional structures and other stakeholders.							P												P																						
1.6 Organizing a study tour in the area of water management.																																									
Output 2. EU waste management regulations and practices analyzed and used for improvement of the Belarusian relevant legal system																																									
2.1. Critical analysis and evaluation of the actual data on MSW production and MSW treatment for the whole waste stream and main waste types																																									

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

Activity	Number of months since project commencement																																							
	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6									
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36				
2.2. Elaborating guidelines for assessment and projection of MSW production and MSW treatment for the whole waste stream and main waste types							P																																	
2.3. Formulating the MSW management strategy for MSW production and MSW treatment								P																																
2.4. Formulating proposals for improvement of legal and institutional framework for MSW management in Belarus																																								
2.5. Organizing round tables on legal and institutional framework for MSW management in Belarus																																								

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

Activity	Number of months since project commencement																																									
	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36						
2.6. Drafting legal acts in the field of MSW management in Belarus.																		P																								
2.7. Preparing training materials on MSW management strategy and curriculum for technical training workshops									P																																	
2.8. Organizing study tours devoted to operation of the recommended MSW management options in the EU																		P	P	P																						
2.9. Organizing training workshops on MSW management strategy.																																										

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

Activity	Number of months since project commencement																																							
	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6									
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36				
Output 3. Biodiversity conservation legislation and procedures improved, based on comparative analysis with EU Directives																																								
3.1. Formulating proposals for improvement of legal and institutional framework for biodiversity conservation in Belarus																																								
3.2. Organizing round tables on legal and institutional framework for biodiversity conservation in Belarus																																								
3.3. Preparing proposals on the improvement of the legal system in the field of biodiversity conservation in Belarus.																																								
3.4. Organizing training workshops concerning biodiversity protection strategy																																								

Number of months since project commencement

Activity	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6								
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36			
	3.5. Organizing study tours concerning biodiversity protection strategy					P	P	P					P	P									P	P	P														
Output 4. Proposals to integration of EU procedures and practices in ecological certification of products into Belarusian legislation made																																							
4.1. Preparing proposals on the progressive approximation of Belarus legislation with the EU legislation in the area of ecological certification																																							
4.2. Organizing round tables on enhancement of the national TLF for ecological certification in Belarus.																																							
4.3. Drafting technical regulations lacking (or changes in the current technical regulations) in the field of ecological certification in Belarus.																																							

Activity	Number of months since project commencement																																									
	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36						
4.4. Organizing a training workshop concerning for ecological certification in Belarus																	P	P																								
Component closing - Workshop																																							P	P		

PILOT PROJECTS COMPONENT

Output 5. More elements of full MSW management cycle put into operation in Mosty and Kobrin

5.1. Conducting a study in support of MSW management in Mosty and Kobrin																																										
5.2. Organizing a competition of local initiatives to develop technical solutions and preliminary project proposals for the MSW landfills in Mosty and Kobrin.																																										
5.3. Designing the MSW landfill in Mosty and Kobrin.																																										

Activity	Number of months since project commencement																																					
	Semester 1			Semester 2			Semester 3			Semester 4			Semester 5			Semester 6																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36		
5.4 Ensuring procurement and installation of MSW management equipment													P																									
5.5. Ensuring procurement and installation of MSW management equipment in Mosty and Kobrin.																P																						
5.6. Ensuring the monitoring of the pilot projects' MSW management systems				P	P	P																P	P	P														
5.7. Conducting comparative study on MSW management before and after implementation of pilot projects																					P																	
5.8. Conducting comparative study on MSW management before and after implementation of pilot projects.																																						P

Activity	Number of months since project commencement																																						
	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6								
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36			
6.4. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: monitoring of surface and groundwater level							P																																
6.5. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: ecotourism routes							P																																
6.6. Implementing the pilot project activities according to the new Yelnya Reserve Management Plan: a visit center							P																																
6.7. Capacity building of staff: trainings							P					P	P	P																									

Activity	Number of months since project commencement																																					
	Semester 1					Semester 2					Semester 3					Semester 4					Semester 5					Semester 6												
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36		
6.8. Capacity building of staff: guidelines on the best eco-tourism practices																																						
6.9. Capacity building of staff: Yelnya report																																						
6.10. Capacity building of staff: workshops																																						
Component closing - Workshop																																						
EDUCATION, AWARENESS-RAISING AND DISSEMINATION ACTIVITIES COMPONENT																																						
Output 7. Establishing a local Aarhus center completed																																						
7.1. Feasibility study for establishment of Aarhus centers at oblast level																																						
7.2. Establishing the local Aarhus Center																																						
7.3. Training the local Center's staff																																						
7.4. Study tour for staffs of the Aarhus Centers																																						

Activity	Number of months since project commencement																																					
	Semester 1						Semester 2						Semester 3						Semester 4						Semester 5						Semester 6							
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36		
	Output 8. Awareness-raising and project results dissemination campaign implemented																																					
8.1. Expanding the network of Green Schools																																						
8.2. Developing additional demonstration materials for Green Schools																																						
8.3. Green Schools training workshops																																						
8.4. Green Schools network monitoring																																						
8.5. Draft legal act "On endorsing Regulation about an access to information, general public participation in decision-making and access to justice on environmental issues.																																						
8.6. Biodiversity database.																																						

Activity	Number of months since project commencement																																					
	Semester 1			Semester 2			Semester 3			Semester 4			Semester 5			Semester 6																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36		
Output 9. EU visibility and project's information coverage insured by a web-site																																						
9.1. Implementing project results dissemination campaign: publications.				P																																		
9.2. Implementing project results dissemination campaign: project website.				P																																		
9.3. Populating and maintaining the project internet site.				P																																		
Component closing - Workshop																																				P	P	
PROJECT MANAGEMENT COMPONENT																																						
Output 10. Effective project management and monitoring ensured																																						
10.1. Project registration and inception																																						
10.2. Project monitoring and finalizing																																						
10.3. Project management and project office functioning																																						
Project closing - Final Workshop																																				P	P	

P - preparatory work implemented by project staff

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

Part V: Management Arrangements

The project will be implemented in the national execution modality in accordance with the guidelines and recommendations contained in Resolution 47/199 of the UN General Assembly, directed towards greater decentralization of UNDP-funded activities. As a follow-up to the Resolution, a letter from the UNDP Administrator of 17 December 1993 authorizes UN/UNDP Resident Representatives to provide direct organizational, administrative and other technical support to national organization implementing project activities. UNDP guidelines UNDP/ADM/93/46 also authorize UN/UNDP Resident Representatives to conduct procurement of equipment, contract local consultants and other technical expertise and undertake other expenditures in accordance with the project budget, as well as to maintain bookkeeping and financial records of nationally executed activities by analogy with the maintenance of the UN/UNDP Office Administrative Budget.

The UN/UNDP office in Belarus will be responsible for the delivery of the project under a Contribution Agreement with the European Commission. To achieve the aforementioned project outputs, UNDP will ensure necessary support and conditions for the implementation of the project by the National executing entity. In order to achieve these outputs, UNDP may propose alternative or complementary project activities to those identified in this ToR subject to the approval of the Ministry of environment.

The Ministry of Natural Resources and Environmental Protection of Belarus is the national Executing Entity for the project responsible for the successful implementation and sustainability of the project. MNREP will be primarily responsible for the planning and overall management of the project activities and reporting to the Belarusian state authorities. Where necessary and justified, the Ministry uses support services of the UNDP Office in Belarus to meet the responsibilities mentioned above. UNDP will provide support in administrative and financial matters, the recruitment of consultants, and the organization of study visits and international travel as well as the cooperation with partners in other European countries. The Ministry will appoint the National Project Coordinator who will be responsible for the overall coordination of the project representing and supporting the project objectives at high decision making levels.

A project team will directly implement the project. A Project Manager (PM) will be responsible for the day-to-day management of the project in accordance with UNDP rules and procedures, the national legislation of the Republic of Belarus and his/her Terms of References (please see Annex III). The PM will be accountable to UNDP, will ensure close coordination with the national Executing Entity, i.e. the MNREP, being responsible before the Ministry of environment for presenting reports to the Ministry, planning and management of project activities; will manage the project team.

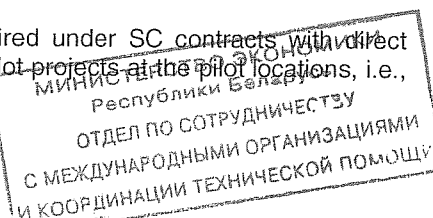
Selection and appointment of PM and other project personnel of project implementation team will be processed in accordance with the relevant UNDP rules and procedures. At the same time, to mitigate risks in project implementation, appointment of PM and other project personnel will be done subject to consultations between UNDP, EU and the Ministry.

The PM will supervise other project personnel which will include two units: thematic and business. In the course of project implementation, the Thematic unit will include Task Coordinators, i.e. national consultants responsible for the implementation of activities in the principle thematic components – MSW management, biodiversity conservation, others (water management, ecological certification, awareness-raising and PR). The Task Coordinators will assume the leading role in implementation of their respective project activities and ensure the successful achievement of the planned components' results.

The Administrative & Finance Assistant and Procurement Assistant will provide financial and administrative assistance to the Project Manager, as well as procurement and equipment and materials required for the implementation of all project components, including equipment and materials for pilot projects.

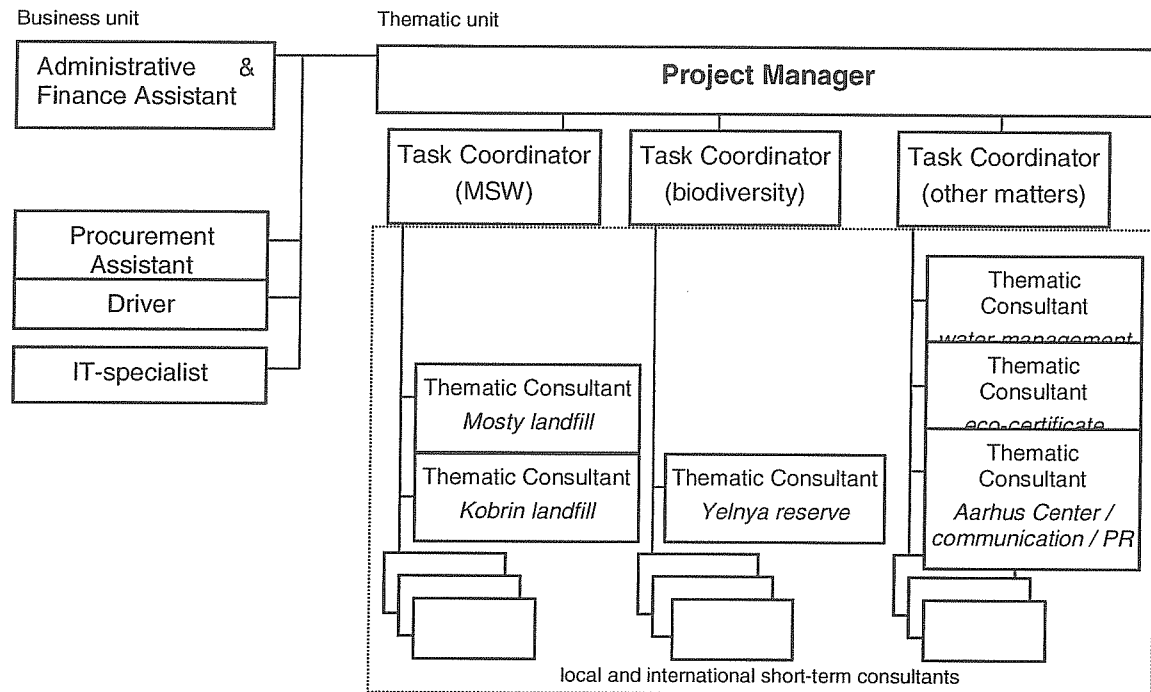
The project business unit will also consist of a Driver and two technical specialists, an IT expert to provide technical support for the project web-site and coordinate development of web-based databases within the project.

Some of local consultants including Thematic Coordinators will be hired under SC contracts with direct supervision to Task Coordinators. Thematic Coordinators will run the pilot projects at the pilot locations, i.e.,

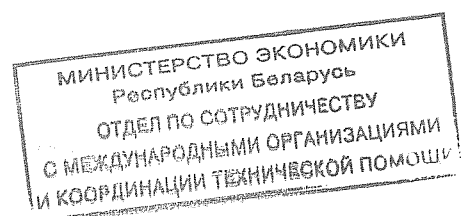


in Mosty, Kobrin and Yelnya. One will run a local Aarhus Center established in any of oblast administrative centers where the three pilot projects are implemented, and will lead activities related to water management, ecological certification, and communication/PR. Each Local Thematic Coordinators will be responsible for his/her respective tasks and work in cooperation with short-term consultants under relevant project component.

The organizational chart of the project team and respective components is shown below. However, in the course of project implementation, changes if necessary can be introduced into the project structure.



A Project Steering Committee (PSC) will monitor and analyze the project implementation process and give recommendations on the most effective project implementation strategy to ensure that results are achieved, related activities are coordinated, advocate on behalf of the project and approve annual work plans (please see Annex II for PSC Terms of Reference). The members of the PSC will meet twice a year or more if required. To ensure coordination of donor international technical assistance activities in the area of environmental protection based on the principles of the Paris Declaration about increasing effectiveness of external assistance, an extended PSC board may include representatives of other international donor organizations with an advisory vote. The PSC may invite representatives of other state bodies, public organizations and NGOs at their sittings.



PART VI: PROJECT MONITORING FRAMEWORK

Project monitoring will be conducted in accordance with established UNDP procedures. UNDP will assess progress, identifying operational difficulties, alerting relevant staff to implementation problems and other problem areas, and recommending remedial action.

Monitoring of the program will be an ongoing activity aiming at ensuring the transformation of inputs through activities into outputs and the planned and stated results according to the programs work plan. Specifically the monitoring process will include the following:

- standardized exchange of information between all involved parties in the implementation of the project to ensure that activities are implemented in an appropriate and coordinated way;
- recording of minutes of envisaged meetings organized by the various actors involved in project implementation will assist in monitoring processes and procedures.

Representatives of the European Commission shall be invited to participate in the main monitoring and in the evaluation missions relating to the performance of the project. The results of such missions shall be reported to the European Commission. This is without prejudice to any evaluation mission which the EC as a donor may wish to perform.

Project audit will be conducted in accordance with the UNDP requirements and relevant Belarusian legislation.

Quality Management for Project Activity Results

Description Objectives	Quality Criteria	Quality Method	Date of assessment
Component 1 objective: To revise Belarus' environmental policy framework in such a way as to bring the country closer to international or, where applicable, EU concepts and approaches in terms of environmental law and environmental due processes	Environmental legislation is harmonized with the EU environmental law and best practices in the following fields: <ul style="list-style-type: none"> - waste management, - biodiversity conservation, - water management, - ecological certification of products Target groups provided with informational support and training	Project reports. MNREP's plan on rule-making activity. Publication of recommendations. Round tables agendas. Lists of participants. Annual project reports. Minutes of the component closing workshop.	4 quarter 2011, 2012, 2013
Component 2 objective: To demonstrate viability of waste management and nature protection policies implemented in practice using appropriate technology and with participation of citizens	The professionals, authorities, and general public are involved in implementation of pilot projects using the best practices and draft regulations resulted from implementation of previous project component in the fields of waste management, biodiversity conservation, water management and ecological certification of products. Viability of the pilot projects is proven by involving professionals, authorities, and general public in monitoring procedures.	Project reports. Monitoring reports. List of equipment. Signed agreement on transfer of equipment. Report on findings of expert assessment. Round tables agendas. Lists of participants. Annual project reports. Minutes of the component closing workshop.	4 quarter 2011, 2012, 2013
Component 3 objective: To ensure involvement of the Belarusian professionals, citizens and their associations in achieving environmental	Pilot project results are widely disseminated to encourage citizens in involvement in achieving their environmental policy objectives.	Project reports. Round tables agendas. Lists of participants. Annual project reports	4 quarter 2011, 2012, 2013

<p>policy objectives at the local level, and in areas where social participation should be encouraged, notably via citizens' involvement in pilot projects</p>		<p>Publication of materials (presentations). Minutes of the component closing workshop.</p>	
--	--	---	--

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

PART VII: LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Belarus and UNDP, signed on 24 September 1992.

The UNDP Resident Representative in Minsk, Belarus is authorized to effect in writing the following types of revision to this Project Document, provided that he/she has verified the agreement thereto by the UNDP and is assured that the other signatories to the Project Document have no objection to the proposed changes:

- Revision of, or addition to, any of the annexes to the Project Document;
- Revisions which do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the rearrangement of the inputs already agreed to or by cost increases due to inflation;
- Mandatory annual revisions which re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility; and
- Inclusion of additional annexes and attachments only as set out here in this Project Document.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the executing entity and its personnel and property, and of UNDP's property in the executing entity's custody, rests with the executing entity.

The executing entity shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) assume all risks and liabilities related to the executing entity's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The executing entity agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999).

The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>.

This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

Part VIII: Annexes

ANNEX I: DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES IN IMPLEMENTATION OF THE PROJECT

The UNDP country office may provide support in implementation of the project activities:

- (a) Identification and/or recruitment of project personnel;
- (b) Identification and facilitation of training activities;
- (c) Procurement of goods and services;

The procurement and the recruitment of project personnel by the UNDP country office shall be in accordance with the UNDP regulations and procedures. Support services described above are detailed in an annex to the project document. If the requirements for additional support services by the country office arise, the annexes to the project document are revised with the mutual agreement of the UNDP resident representative and the Implementing Partner.

Pursuant to the relevant provisions of the Standard Basic Assistance Agreement (SBAA) between the Government of Belarus and UNDP, signed on 24 September 1992, and provisions of the project document, the provisions on liability and privileges and immunities shall apply. The Government shall retain overall responsibility for the nationally managed project through its Implementing Partner. The responsibility of the UNDP country office for the provision of the support to the Implementing Partner shall be limited to the services detailed in the current annex to the project document.

Any claim or dispute arising under or in connection with the provision of support by the UNDP country office shall be handled pursuant to the relevant provisions of the SBAA.

In accordance with the provisions of the project document "Support to the development of a comprehensive framework for international environmental cooperation in the Republic of Belarus", the UNDP country office shall provide support in implementation of the nationally managed project through its Implementing Partners described below.

Support services to be provided:

Support Services	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
Travel arrangements	Based on annual work plans for the whole period of project duration	According to UPL	Quarterly Implementation Support Services (ISS) charges
Pouch incoming and outgoing	Upon request from the project	Actual cost of courier service	n/a
Processing of payments	Upon request from the project	According to UPL	Quarterly ISS charges
Certified financial reports	Combined Delivery Report – annually; Financial Report to a Donor – annually, more frequent reporting – upon request from a Donor; Regular Expenditure Report – once a month or upon request from a project	GMS charges	GMS fee in percentage of cost-sharing

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

IT support	Based on annual work plans for the whole period of project duration	Direct cost of company services Cost of IT staff	CO Price Li
Procurement of goods and services	Based on annual work plans for the whole period of project duration	According to UPL	Quarterly ISS charges
Identification and/or recruitment of project personnel;	Based on annual work plans for the whole period of project duration	According to UPL	Quarterly ISS charges
Assistance in project monitoring and evaluation	Based on annual work plans for the whole period of project duration	According to UPL	ISS charges upon completion of the evaluations
Service of the UNDP's Communication Officer to visualize the project outputs (conferences, briefings, publications and so on)	In accordance with the communications activities plan	Direct costs of services 1% of TRAC resources contributed to the project	UNDP invoice

4. Functions and responsibilities of the parties involved are described in the sections "Results and Resources Framework" and "Management Arrangements" of the project document.

ANNEX II: Terms of References for the Project Steering Committee

The Project Steering Committee (PSC) will be created to monitor the project implementation and advising on strategic project issues. It shall consist of representatives from the following organisations:

- 5 representatives from the National Executing Entity – Ministry of Natural Resources and Environmental Protection
- 1 representative from the Ministry of Housing and Municipal Economy
- 1 representative from Kobrin MHSO
- 1 representative from Mosty MHSO
- 1 representative from UNDP
- 1 representative from EU
- 1 representative from Yelnya Reserve
- 3 representatives from the Regional Executive Committees involved in the pilot projects
- 1 representative from the civil society

Each organization above shall appoint its representative to the PSC. The Project National Coordinator from the Ministry of Natural Resources and Environmental Protection performs the functions of the Chairperson. The members of the PSC shall be convened by UNDP for an initial meeting after the project is approved. No Steering Sub-Committee is envisaged. Simultaneously, extended PSC meetings are envisaged where representatives of other international donor organizations of international assistance in the area of environmental protection will be invited taking into consideration the principles of Paris Declaration about increasing effectiveness of external assistance.

1. FUNCTIONS

The main functions of the PSC include:

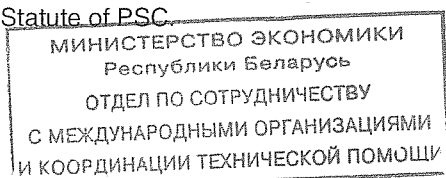
- Analysis and elaboration of recommendations on the project implementation strategy and long-term planning.
- Information, methodological and political support to implementation of the project.
- Consideration and approval of project progress and final reports.
- Evaluation of the attained project results.
- Consideration and selection of ideas and proposals for further development and promotion within the project framework.

2. PROCEDURES

- The PSC shall be convened as deemed necessary, but no less than twice a year.
- The first meeting of the PSC members shall be organized immediately after project registration.
- The Project Manager shall act as the PSC executive secretary. He/she shall also be responsible for the preparation of the materials required for the PSC sittings. The executive secretary does not vote on the PSC decisions but has an advisory function.
- The agenda and time-limits shall be adopted at each sitting.
- The time and venue of the sittings shall be coordinated by the executive secretary with its members. Each PSC member must be informed on the venue, time and agenda in advance.
- The PSC sittings shall be legally competent if quorum is in place when at least half of the PSC members are present.
- In exceptional cases, the PSC members may be polled by telephone or email.
- All organizations involved in the project are entitled to submit proposals to the PSC.
- The PSC sitting minutes shall be signed by the Chairperson.
- The PSC decisions shall be taken on the basis of the consensus of the participants. Representatives of other international donor organizations, appropriate state structures, business associations and NGOs can be invited to the extended PSC sittings as deemed necessary.

The decision on the recipient of equipment procured within the project will be taken by PSC members during the PSC sitting.

Other issues, agenda and schedule of meetings will be defined in the Statute of PSC.



ANNEX III: TERMS OF REFERENCE FOR PROJECT MANAGER

Project Title: Support to the development of a comprehensive framework for international environmental cooperation in the Republic of Belarus

Position Title: Project manager

Duty Station: UNDP, Minsk, Belarus

Duration of Assignment: 37 months (full time)

Scope of Assignment:

Background

The Project Manager assumes overall responsibility for the successful implementation of all project activities and the achievement of planned project outputs. He/she works under direct supervision of UNDP (administrative and financial issues) and Ministry of environment (planning and project management). The Project Manager coordinates his work with the Project National Coordinator assigned by the Ministry of Natural Resources and Environmental Protection (MNREP) of the Republic of Belarus.

Objective - The objective of the assignment is to ensure effective project management and monitoring.

Relevant project activities

- Activity 10.1 Project registration and inception
- Activity 10.2 Project monitoring and finalization
- Activity 10.3 Project management and functioning of project offices

Duties

- Supervise and coordinate the project to ensure its results are in accordance with the Project Document and the rules and procedures established in the UNDP Programming Manual;
- Assume primary responsibility for the daily project management - both organizational and substantive matters, budgeting, planning and general monitoring of the project;
- Prepare annual work plans, to be approved by UNDP Resident Representative and the Project National Coordinator, ensure adherence thereto;
- Prepare terms of reference for national consultants and subcontractors in line with relevant UNDP procedures;
- Prepare annual project reports (APR) in line with UNDP procurements, as well as any other reports requested by the MNREP or UNDP;
- Monitor the expenditures, commitments and balance of funds under the project budget lines;
- Assume overall responsibility for meeting financial delivery targets set out in the agreed annual work plans, reporting on project funds and related record keeping;
- Guide and coordinate the work of national and international consultants and subcontractors and oversee its compliance with the agreed work plan;
- Organize and supervise workshops and trainings needed during the project;
- Liaise with relevant ministries, national institutes and other relevant institutions in order to involve their staff in project activities as necessary and gather and disseminate information relevant to the project;
- Ensure adequate information flow, discussions and feedback among the various stakeholders of the project;
- Coordinate project activities with other related technical assistance programs in Belarus;
- Maintain regular contact with UNDP Country Office and the Project National Coordinator on project implementation issues of their respective competence;
- Undertake any other actions related to the project as requested by UNDP or the Project National Coordinator.

Expected results - Successful delivery of agreed project outcomes and milestones, as indicated in the Project Document.

Time period

<i>Milestone</i>	<i>Deadline (month number since project commencement)</i>
Start of activities	1
End of activities	36

Qualifications:

- Higher education in economics, environmental management, public administration, law, management, sustainable development; advanced degree or academic training in these areas would be considered an asset;
- Working knowledge of principals in environmental law, water management, or waste management, or biodiversity protection and sustainable development;
- A track record at management level in legal entity administration;
- At least 3 years of experience in managing technical assistance projects;
- Good writing and communication skills;
- Outstanding time-management, organizational and inter-personal skills;
- Excellent computer literacy;
- Proficient level of written and spoken English and Russian.

ANNEX IV: INDICATIVE EQUIPMENT LIST FOR PILOT PROJECT "MUNICIPAL SOLID WASTE MANAGEMENT IN MOSTY AND KOBRIN TOWNS"

Item	Quantity	Comment
1. Containers	960	containers with bottom unloading; 1/3 for plastics, 1/3 for paper - both 2 - 3 m3; 1/3 divided for white and colored glass
2. Trucks	5	cca 40 m3 load, on board crane for unloading containers
3. Sorting plant - press	1	press, loading conveyer with hopper, unloading slide
4. Bulk containers 5-10 m3 open	20	back unloading
5. Bulk containers 5-10 m3 closed	40	types of lids/mix of types to be specified, back unloading
6. Bulk container truck	2	trucks with loading mechanism for the bulk containers
7. Compostainers or biowaste containers for small houses	2500	ration between compostainers 300 - 400 liters and biowaste containers 120 liters will be determined by research
8. Containers for biowaste collection	200	240 liters
9. Truck press for biowaste collection	1	Press truck, with water proof bottom, back loading enabling 120, 240, 1110 liters containers loading
10. Compost screen	1	minimum performance 20 m3/hod, own propeller or tractor propelled (to be specified), mobile
11. Biowaste "crusher"	1	minimum performance 10 m3/hod., own propeller or tractor propelled (to be specified), mobile
12. Dozer for composting plant and landfill management	1	minimum 1,5 m3 load
12. Bulldozer	1	minimum 20 tons, 150 kW
13. Hazardous waste collection set	2	each set consists of a container for fluorescent light tubes, container for lead acid accumulators, two 200 litres barrels for oils and VOCs, 2 containers 240 litres for incinerable and landfillable hazardous solid wastes, 240 liter container for small electric/electronic appliances, cca 50 litre box for small batteries and accumulators

ANNEX V: INDICATIVE EQUIPMENT LIST FOR PILOT PROJECT “SELECTED MEASURES TOWARDS BIODIVERSITY CONSERVATION AT THE PROTECTED AREA YELNYA”

Item	Quantity
1. Cross-country vehicle for bogs	1
2. Water level gauge including installation on site	11
3. Waterproof coveralls warm	6
4. Waterproof coveralls light	6
5. Level working station	1
6. GPS	2
7. Furniture for visit center	1
8. Interior and exterior finish of visit center	1
9. Notebook	2
10. PC with printer	3
11. LCD projector	1
12. Working clothes	6

Annex VI: Capacity Assessment Report

Capacity Assessment Report

Project Title	"Support to the development of a comprehensive framework for international environmental cooperation in the Republic of Belarus"		
Name of the Institution			
Date of assessment			
General observations:			
INDICATOR	AREAS FOR ASSESSMENT	APPLICABLE DOCUMENTS/TOOLS	COMMENTS
PART I – REFERENCES AND PRELIMINARY CHECKS			
1.1 History and Compliance with International Resolutions/Standards			
1.1.1 History	Date of creation and length in existence Has the institution gone through a recent re-organization/re-structuring?	Annual Reports Media Kit Website	
1.1.2 United Nations Security Council 1267	Is the institution listed in any reference list?	United Nations Security Council 1267 Committee's list of terrorists and terrorist financiers	
1.1.3 Certification	Is the institution already certified through international standards?	ISO, Project Management standard, other standards	
PART II. ASSESSING NATIONAL INSTITUTION CAPACITY FOR PROJECT MANAGEMENT			
2.1 Managerial Capacity			
Ability to plan, monitor and coordinate activities			
Planning, Monitoring & Evaluation	Does the institution produce clear, internally consistent proposals and intervention frameworks, including detailed workplans? Does the institution hold regular programme or project review meetings? Are there measurable outputs/deliverables in the defined project plans? Was the institution previously exposed to UNDP RBM ³ approach/methodology or equivalent in other donor agencies?	Well-designed project and programme documents Action Plans/Work plans Log frame or equivalent Project reports Evaluation reports Indicators available in project plans Lessons-Learned reports	
2.1.2 Reporting and	Does the institution monitor	Reports to donors and	

³ More information on UNDP RBM (Results-Based Management) methodology can be found at <http://content.undp.org/go/userguide/results-based-management-accountability/?lang=en#top>

performance track record	<p>progress against well defined indicator and targets, and evaluate its programme/project achievements?</p> <p>Does the institution report to its stakeholders on a regular basis?</p>	<p>other stakeholders</p> <p>Reporting system</p>	
2.2 Technical Capacity			
2.2.1 Specialization	<p>Does the institution have the technical skills required?</p> <p>Does the institution have the knowledge needed?</p> <p>Does the institution keep informed about the latest techniques/ competencies/policies/trends in its area of expertise?</p> <p>Does the institution have the skills and competencies that complement those of UNDP?</p>	<p>Publications on activities, specific issues, analytical articles, policies</p> <p>Reports from participation in international, regional, national or local meetings and conferences</p> <p>Tools and methodologies</p> <p>Evaluations and assessments</p>	
2.2.2 Ability to monitor the technical aspects of the project.	<p>Does the institution have access to relevant information/resources and experience?</p> <p>Does the institution have useful contacts and networks?</p> <p>Does the institution know how to get baseline data, develop indicators?</p> <p>Does it apply effective approaches to reach its targets (i.e participatory methods)?</p>	<p>Evaluations and Assessments</p> <p>Methodologies/training materials</p> <p>Use of toolkits, indicators and benchmarks/capacity-development tools</p> <p>Databases</p>	
2.2.3 Human Resources	<p>Does the institution staff possess adequate expertise and experience?</p> <p>Does the institution use local capacities (financial/human/other resources)?</p> <p>What is the institution capacity to coordinate between its main office and decentralized entities/branches (if relevant)?</p> <p>Have staff been trained on project management methodology?</p>	<p>Profile of staff, including expertise and professional experience</p> <p>Staff turnover</p> <p>Chart of assignments of roles and functions</p> <p>Reports on technical experience from national or international agencies for operations and capacity-building</p> <p>Individual certification on project management such as PRINCE2</p>	
PART III. ASSESSING NATIONAL INSTITUTION CAPACITY FOR ADMINISTRATIVE AND FINANCIAL MANAGEMENT			

3.1 Administrative capacity <i>Ability to provide adequate logistical support and infrastructure</i>			
3.1.1 Ability to manage and maintain infrastructure and equipment	Does the institution possess logistical infrastructure and equipment? Can the institution manage and maintain equipment?	Adequate logistical infrastructure: office facilities and space, basic equipment, utilities Computer capability and library materials Proper equipment for area of specialization Inventory to track property and cost	
3.1.2 Ability to procure goods services and works on a transparent and competitive basis.	Does the institution have the ability to procure goods, services and works on a transparent and competitive basis? Does the institution have standard contracts or access to legal counsel to ensure that contracts meet performance standards, protect UNDP and the institution's interests and are enforceable? Does the institution have the authority to enter into contracts?	Standard contracts Examples of how procurement is done Written procedures for identifying the appropriate vendor, obtaining the best price, and issuing commitments	
3.1.3 Ability to recruit and manage the best-qualified personnel on a transparent and competitive basis.	Is the institution able to staff the project and enter into contract with personnel? Does the institution use written job descriptions for consultants or experts?	Standard contracts Job descriptions	
3.2 Financial Capacity <i>Ability to ensure appropriate management of funds</i>			
<p>In addition to the following questions, see also the questionnaire provided in the Guidelines on Micro-assessment of the Framework on Harmonized Approach for Cash Transfer (HACT): http://www.undg.org/archive_docs/7110-Framework for Cash Transfers to Implementing Partners.doc (ANNEX 3)</p> <p>The assessment report is reviewed by the UN agencies to select the most suitable cash transfer modality, and establish appropriate cash transfer procedures and assurance activities to be used with the Implementing Partner.</p>			
3.2.1 Financial management and funding resources	Is there a regular budget cycle? Does the institution produce programme and project budgets? What is the maximum amount of money the institution has managed? Does the institution ensure physical security of advances, cash and records? Does the institution disburse funds in a timely and effective	Operating budgets and financial reports List of core and non-core donors and years of funding Written procedures ensuring clear records for payable, receivables, stock and inventory Reporting system that tracks all commitments and expenditures against budgets by line	

	<p>manner?</p> <p>Does the institution have procedures on authority, responsibility, monitoring and accountability of handling funds?</p> <p>Does the institution have a record of financial stability and reliability?</p>		
3.2.2. Accounting System	<p>Does the institution keep good, accurate and informative accounts?</p> <p>Does the institution have the ability to ensure proper financial recording and reporting?</p>	<p>A bank account or bank statements</p> <p>Audited financial statements</p> <p>Good, accurate and informative accounting system</p> <p>Written procedures for processing payments to control the risks through segregation of duties, and transaction recording and reporting</p>	
3.2.3. Knowledge of UNDP financial system	<p>Does the institution have staff familiar with Atlas through External Access?</p>	<p>External access provided</p>	

ANNEX VII: ANNUAL WORK PLAN



AGREED

Antonius Broek
UNDP Resident Representative
Date

AGREED

National Partner
Date

Annual Work Plan

Project Title: Support to the development of a comprehensive framework for international environmental co-operation in the Republic of Belarus

Project ID: 2010-2013

Year:
Annual Targets:

The overall objective of the project is introducing of effective sustainable development patterns in Belarus, full account being taken of environmental issues and public participation in environmental decision-making processes at national and local levels

Activity#	Description	Activity by Quarters				Implementing Partner	Fund	Donor	Budget account	Budget account description	Funds planned, EUR	Annual target, %
		Q1	Q2	Q3	Q4							
ACTIVITY 1 LEGAL AND PROCEDURAL APPROXIMATION AND CAPACITY BUILDING												
Sub-Activities												
1,1	Water management legislation approximated with the EU regulations						EC	10159	71300	Local Consultants	364220	
							EC	10159	71200	International Consultants	85 246	
							EC	10159	71400	Service Contracts	92400	
1,2	Waste management regulations and practices integrated into Belarusian legal system	X	X	X	X	Ministry of Environment 000995	EC	10159	72100	Contractual services-companies	104 674	100
1,3	Biodiversity conservation legislation and procedures improved						EC	10159	71600	Travel	189 421	
							EC	10159	74200	Audio Visual and Production costs	1 690	
1,4	Proposals to integration of EU procedures in ecological certification						EC	10159	75100	Administration costs, 7%	58 636	

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

made										
------	--	--	--	--	--	--	--	--	--	--

ACTIVITY 2 PILOT PROJECTS

Activity 1 total:

€ 896 287

Sub-Activities										
2.1	More elements of full MSW management cycle put into operation in Mostly and Kobrin.									
2.2	New set of activities for Yelnya Reserve Management Plan implemented towards sustainable biodiversity conservation at Yelnya protected area.	X	X	X	X	Ministry of Environment 000995				
		EC	10159	71300	Local Consultants	285040				
		EC	10159	71200	International Consultants	30600				
		4000	12	72200	Office equipment and furniture	59405				
		EC	10159	71600	Travel	175376				
		EC	10159	74200	Audio Visual & Print	870			100	
		EC	10159	72800	IT equipment and supplies	12870				
		EC	10159	72200	Machinery and Transport equip	2480				
		4000	12	72300	Materials and goods	760				
		EC	10159	73100	Rental and Maintenance premises	20355				
		EC	10159	72100	Contractual services-companies	3555				
		EC	10159	75100	Administration costs, 7%	210796				
Activity 2 total:										€ 3 301 927

ACTIVITY 3 EDUCATION, AWARENESS-RAISING AND DISSEMINATION ACTIVITIES

Sub-Activities										
3.1	Establishment of a local Arhus center completed.									
3.2	Awareness-raising and project results dissemination campaign implemented	X	X	X	X	Ministry of Environment 000995				
3.3	EU visibility and project's information coverage insured by a web site.									
		EC	10159	71300	Local Consultants	219060				
		EC	10159	71400	Service Contracts	92400				
		EC	10159	72100	Contractual services-companies	71632				
		EC	10159	71600	Travel	72622				
		EC	10159	72200	Office equipment and furniture	1595			100	
		EC	10159	72800	IT equipment and supplies	3005				
		EC	10159	73100	Rental and Maintenance premises	21640				
		EC	10159	74200	Audio Visual & Print	113051				

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

		EC	10159	75100	Administration costs, 7%	41 650	
					Activity 3 total:	€ 636 655	
ACTIVITY 4 PROJECT MANAGEMENT							
Sub-Activities	4.1						
	Project management	X	X	X	X	Ministry of Environment 000995	
		EC	10159	71 400	Service Contacts	31 972	
		EC	10159	72200	Office equipment and furniture	7 270	
		EC	10159	72800	IT equipment and supplies	42 050	
		EC	10159	73100	Office rent and utilities	64 800	
		EC	10159	72500	Office supplies	7 740	
		EC	10159	74200	Audio Visual and Production costs	30 600	100
		EC	10159	73400	Car maintenance	6 300	
		EC	10159	71600	Travel	27 938	
		EC	10159	74500	Other misc expenses	10 200	
		EC	10159	75100	Administration costs, 7%	16 021	
Activity 4 total:						€ 244 891	

GRAND TOTAL: € 5 079 760

МИНИСТЕРСТВО ЭКОНОМИКИ
Республики Беларусь
ОТДЕЛ ПО СОТРУДНИЧЕСТВУ
С МЕЖДУНАРОДНЫМИ ОРГАНИЗАЦИЯМИ
И КООРДИНАЦИИ ТЕХНИЧЕСКОЙ ПОМОЩИ

OFFLINE RISK LOG



Project Title: "Support to the Development of a comprehensive framework for international environmental cooperation in the Republic of Belarus"

Award ID:

Date:

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / response	Mngt	Owner	Submitted, updated by	Last Update	Status
1	Project registration delay	July 2010	Operational	Project registration delay will delay the start of the project that in its turn will lead to reduction in the time available to the planned activities implementation. Tight project implementation schedule can affect adversely the quality of the anticipated project outputs.	Intensive initial consultation with all the Governmental parties responsible for project registration.		UNDP	UNDP	September 1 2010	
2	Increase in the cost of designed supplies	July 2010	Financial	Restrictions of program and organizational project activities	The risk will be mitigated by flexibility in the description of parts of the supplies		UNDP MNRREP	UNDP	September 1 2010	

3	Lack of initiative of local communities, limited functional capabilities of local authorities and/or the lack of local leaders and/or frequent changes of representatives of local organizations.	July 2010	Organizational Regulatory	Restrictions of programmatic project activities	The risk is mitigated by an information and public awareness campaign that is part of activities under project component No.3. Recipient organizations provide sufficient collaboration in take-over, start up and operation of pilot projects. The MNREP will assist the project to facilitate dialogue and co-operation between citizens, communal, business and governmental organizations to make decisions on updating legal and institutional framework proposed by the project.	UNDP MNREP	UNDP	Septembe r 2010	
4	The pilot project budget is not sufficient to cover the cost of the activities	July 2010	Financial	Restrictions of organizational project activities	The risk is mitigated by budget reserve and flexibility in choosing the European Country's Aartrhus Centres to be visited.	UNDP MNREP	UNDP	Septembe r 2010	
5	The round table reveals definite lack of compromise with regards to submitted draft regulations so that the conciliation process extends beyond the project time-frame.	July 2010	Regulatory		The risk is reduced by establishing flexible mutually agreed conditions under which the MNREP considers the draft acceptable. The risk is also mitigated by involvement of the stakeholders concerned at all preparatory stages.	UNDP MNREP	UNDP	Septembe r 2010	