



United Nations Development Programme

Country: TAJIKISTAN
Project Document

Project Title	Tajikistan Water Supply and Sanitation Project (TajWSS)
UNDAF Outcome(s):	Water, Sustainable Environment and Energy
Expected CP Outcome(s): <i>(Those linked to the project and extracted from the CPAP)</i>	Improved environmental protection, sustainable natural resource management, and increased access to alternative renewable energy.
Expected Output(s): <i>(Those that will result from the project and extracted from the CPAP)</i>	Government is provided with capacity building support to negotiate, ratify and implement major international conventions, transnational policy and legal frameworks on sustainable natural resource management (including climate change, water management and biodiversity)
Implementing Partner:	UNDP
Responsible Parties:	UNDP Energy and Environment Programme

Brief Description

TajWSS project seeks to improve access to safe drinking water and sanitation in rural areas by improving the sustainability of the water and sanitation sector. Given the sustainability problems within the sector, focusing on the delivery of physical infrastructure alone will not improve access to water and sanitation in the long-term. Instead the project uses a 'Service Delivery' approach that addresses the institutional and policy environment as well as working with consumers and implementing agencies. UNDP's specific role in the project is to strengthen policy development and reform at the national level in the sphere of drinking water supply and sanitation management and governance in Tajikistan. UNDP will enable this through providing support to the government, through the Inter-Ministerial Coordination Council (IMCC) on drinking water supply and alongside the TajWSS Network of Stakeholders in the development of legislative frameworks and institutional strengthening. Further to support the policy and governance initiatives at the national level, UNDP will extend to pilot model approach interventions at the district level bridging the policy and governance interventions at the rural setting. While Oxfam GB will scale-up interventions in districts of Muminobod and Rudaki, UNDP will follow similar approach in one new district to be selected through Network of Stakeholders following agreed set of criteria.

<p>Programme Period: 2010-2015</p> <p>Key Result Area (Strategic Plan): Env. and Sustainable Development</p> <p>Atlas Award ID: 00070081</p> <p>Project ID: 00088773</p> <p>Start date: 01/01/2014</p> <p>End Date: 31/12/2017</p> <p>PAC Meeting Date: 13 January 2014</p> <p>Management Arrangements: DIM</p>	<p>2014 AWP budget: USD 270,000</p> <p>Total allocated resources: USD 1,320,000</p> <ul style="list-style-type: none"> ▪ Regular (UNDP) USD 120,000 ▪ SDC/Oxfam GB USD 1,200,000
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Agreed by Ministry of Energy and Water Resources of the Republic of Tajikistan
HE Mr. Usmonali Usmonov, Minister of Energy and Water Resources of the Republic of Tajikistan

Agreed by UNDP
Mr. Norimasa Shimomura, UNDP Country Director



I. SITUATION ANALYSIS

Access to safe drinking water in rural areas is one of the key development challenges facing Tajikistan. Currently only 57% of the rural population are estimated to have access to safe drinking water, with even fewer having access to improved sanitation. Consequently water borne diseases such as diarrhoea and dysentery are rife and negatively affect the economic productivity of households. Women and girls, as providers and managers of water, guardians of hygiene and family health caretakers, are heavily affected by poor access to these services. Poor access impacts on their time distribution, mobility, health and work burden. A labour force suffering from poor health is not as productive as a healthy labour force, which in turn has negative implications for the economic development of a society as a whole. Indeed, according to the World Bank *"no country has achieved sustained development without investing substantially in the education and health of its people"*¹.

To date, Tajikistan has failed to invest substantially in the drinking water sub-sector, key to achieving good health outcomes for the rural population. Moreover, the current legislative framework for the rural drinking water and sanitation sub-sectors are sub-optimal. The way policies are formulated, interpreted and applied actively restricts investment in the sub-sector and directly leads to the lack of sustainability of newly constructed or rehabilitated systems. Where existing policies have been reformed these new policies are often not implemented due to a lack of knowledge, skills and necessary resources at the level of the district implementing agency. At the same time, as the result of heavy subsidization of water supply services during the Soviet Era, water conservation and willingness to pay full-cost recovery tariffs have not been institutionalized.

The TajWSS project seeks to improve access to safe drinking water and sanitation in rural areas by improving the sustainability of the water and sanitation sector. Given the sustainability problems within the sector, focusing on the delivery of physical infrastructure alone will not improve access to water and sanitation in the long-term. Instead the project uses a *'service delivery'* approach that addresses the institutional and policy environment as well as working with consumers and implementing agencies.

Phase 1 of the project demonstrated that it is possible to contribute to institutional and policy reform in Tajikistan and that traction on the sustainability agenda is possible. In Phase 2, the TajWSS project will scale-up its intervention at the district level while continuing to advocate for change and develop recommendations for further reforms at the policy level. At the policy level, the project will continue to advocate for clarification of the regulatory role at the national level; promote the implementation of a unified, full-cost recovery tariff methodology; advocate for the adoption of the lessons learned generated by the inventory conducted during Phase 1; promote the adoption of recommendations on ownership and management rights; and support the implementation of health and water quality indicators. It will reach out to consumers and rural communities, building their capacity to operate and manage small-scale water systems, empowering them to demand their right to water from operators and regulators while emphasizing their responsibilities to pay water tariffs. The policy level work will be closely linked to the work at the district level the strong involvement of water users in the policy process and with both strands of work informing each other.

Phase 2 will embed new processes and ways of working for the drinking water supply and sanitation subsector. The impact of these new processes on the water supply and sanitation (WS&S) subsector will be reviewed and documented, including impact on women, the sustainability of Water Users Associations (WUAs) and comparative advantages and disadvantages of different models of water provision. Sanitation will feature more prominently on the agenda, especially at the district level where all investment in physical infrastructure will be in water and sanitation systems. Rural communities and consumers will have a stronger voice in the decisions that affect them and service providers will be more accountable to their needs.

¹ World Bank (2000:18) *The Quality of Growth*. Oxford: Oxford University Press

II. STRATEGY

The TajWSS project seeks to improve access to safe drinking water and sanitation in rural areas by improving the sustainability of the water and sanitation sector. Given the sustainability problems within the sector, focusing on the delivery of physical infrastructure alone will not improve access to water and sanitation in the long-term. Instead the project uses a 'Service Delivery' approach that addresses the institutional and policy environment as well as working with consumers and implementing agencies.

Overall structure of the project

Phase 2 of TajWSS will have 3 main project components:

1. Policy influencing and Network of Stakeholders
2. District level Capacity Building and Water Trust Funds
3. Empowering consumers and communities

The 3 interlinked and coordinated components will work towards the achievement of the following 4 outcomes, during a 4-year implementation period:

1. An enabling legislative framework and policy environment for the investment, operation and regulation of rural drinking water and sanitation systems at national level;
2. Effective, transparent and streamlined processes and mechanisms in place and implemented at the district level for the investment, operation and regulation of DWSS systems;
3. Rural men, women and children have improved health and saved time;
4. Empowered women and men in rural communities act to increase, and safeguard, their access to safe drinking water and sanitation and promotion of gender equality.

General approach and the UNDP's role

UNDP's role in the project is built upon the general approach suggested by Oxfam GB, the lead organization in project implementation, to Swiss Agency for Development and Cooperation (SDC) in approved Project Document "*Tajikistan Water Supply and Sanitation*" (TajWSS). UNDP's suggested interventions are fully aligned along suggested components, outcomes, outputs and activities in the SDC approved TajWSS project document. UNDP's specific role in the project is to strengthen policy development and reform at the national level in the sphere of drinking water supply and sanitation management and governance in Tajikistan. UNDP will enable this through providing support to the government, through the Inter-Ministerial Coordination Council (IMCC) on drinking water supply and alongside the TajWSS Network of Stakeholders in the development of legislative frameworks and institutional strengthening.

Further to support the policy and governance initiatives at the national level, UNDP will extend to pilot model approach interventions at the district level bridging the policy and governance interventions at the rural setting. While Oxfam GB will scale-up interventions in districts of Muminobod and Rudaki (target districts from Phase I), UNDP will follow similar approach in one new district that is to be selected in participatory manner through Network of Stakeholders following agreed set of criteria. In doing so, UNDP anticipates to bring new approaches in project implementation using its own stock of successful experience especially combined from DFID funded "Rural Growth Programme" in area of *Trust Fund* establishment and management, and SIDA funded "GoAL WaSH Global Programme" in areas of policy and governance sourced from 12 different countries around the world. UNDP's involvement at the district level will bring a different insight to implementation approaches and models of water supply and sanitation. The diversity of experiences that will result from such project set up will provide a comparative basis for policy makers in building a sustainable future for the drinking water supply and sanitation subsector.

As in Phase 1, Phase 2 will focus on improving the governance and management structures and policies associated with the supply of rural drinking water and sanitation in order to increase sustainability through the interaction between the *Network of Stakeholders* and the *Inter-Ministerial Coordination Council on drinking water supply (IMCC)*. Several policy issues will be carried over from Phase 1, including advocating for further clarity regarding the regulatory role at the national level.

Through the Water Trust Fund (WTF) in the new target district, at least 4,500 rural women, men and children will benefit from increased access to water and sanitation systems. UNDP will construct at least 3 water supply and sanitation systems in the new district. Capacity building activities will be implemented, targeting district level regulators, operators and decision makers to improve their ability to implement innovative solutions and effective models of subsector governance. At the heart of the capacity building component will

be community based WUAs as a fundamental component of the Institutional Structure of the subsector, suggested by the Network and IMCC during Phase 1 of TajWSS.

The project will also include an increased focus on Sanitation, including addressing issues related to the overall policy environment and institutional framework; safe waste water disposal; toilets in rural schools, clinics and other public facilities, with an emphasis on girl and women friendly environments; improved latrines at the household level; public health promotion; establish realistic and appropriate minimum standards, guidelines, norms for sanitation & water quality.

Furthermore, targeting rural communities and consumers, with a specific focus on gender roles and equity and women's rights, will be included in Phase 2 of TajWSS. To ensure long-term sustainability of water and sanitation services, consumers need to be aware of both their rights and their responsibilities and must act accordingly. At the same time TajWSS strengthen the ability of community based groups to advocate on behalf of consumers and effectively engage with local authorities and decision-makers. In recognition of the social and cultural context of Tajikistan, particularly the barriers facing women in rural society, the creation of spaces for more meaningful women's empowerment and provision of special capacity-building support to current and potential women leaders and encourage women's peer exchange will be investigated and encouraged by TajWSS.

Project co-financing arrangements

In addition to USD1.2 million provided by the Swiss Agency for Development and Cooperation (SDC) through Oxfam GB, UNDP will mobilize additionally USD100,000 from its core resources and USD250,000 more from Goal Wash Programme funded by the Swedish International Development Agency (SIDA) through Stockholm International Water Institute (SIWI). UNDP's contribution is generally designed to compensate for involvement of one of its Area Offices (located in Kulyab district of Khatlon region, or one in Rasht valley) that will provide technical and organizational support in implementing district level project activities.

The contribution from the GoAL WaSH Programme is to support some of the policy and governance initiatives of TajWSS project, and in particular scale-up previous initiatives with regards to promoting *good governance (transparency, accountability and participation)* and *consumer rights protection* for drinking water supply and sanitation subsector. In particular, GoAL WaSH funds will be used to (a) *support development and promotion of effective regulatory framework*, (b) *promote demonopolization and private sector involvement in operation and management*, and (c) *enhance consumer rights protection practices through supporting dispute resolution mechanisms and rendering legal services for consumers* in the drinking water supply and sanitation subsector (*including pre-trial and court protection with special focus on gender, vulnerable and marginalized groups*).

GoAL WaSH support had been important in the first phase during the period of 2010 and 2013 beginning with field level advocacy and awareness raising campaign and feeding up at the national level processes in improving policy and governance. The program's purpose and activities had been complementary to TajWSS designed to contribute to overall purpose of building sustainable future for drinking water supply and sanitation subsector. The same cooperation arrangements will be followed to support TajWSS project considered as an umbrella project for all rural drinking water supply and sanitation projects by other initiatives of various organizations.

A. PROJECT AIM, OBJECTIVES AND ACTIVITIES

IMPACT: The overall objective of the project is to contribute to the creation of an enabling environment for the sustainable provision of safe drinking water and sanitation in rural Tajikistan. Within the 4 year lifespan of this project, the Inter Ministerial Coordination Council (IMCC) on drinking water supply will work toward facilitating this aim.

The key outcomes of this project, to be achieved over project lifespan are:

1. An enabling legislative framework and policy environment for the investment, operation and regulation of rural drinking water and sanitation systems at national level;
2. Effective, transparent and streamlined processes and mechanisms in place and implemented at the district level for the investment, operation and regulation of WSS systems;
3. Rural, women, men and children have improved health and saved time;
4. Empowered men and women in rural communities act to increase, and safeguard, their access to safe drinking water and sanitation and promotion of gender equity

In 2014-2017, UNDP envisages to achieve the following results under respective outcomes of TajWSS project:

Outcome 1: An enabling legislative framework and policy environment for the investment, operation and regulation of rural drinking water and sanitation systems at national level is established

This component, led by the UNDP, provides an overall approach to entire project by bridging policy and practice at all levels. TajWSS will follow two main principles throughout the project: (1) Evidence-based policy reform (a principle much stressed during the previous phase) - During the first 18 months, the policy briefs are to be drafted and respective recommendations are to be given opportunity for field-testing (piloting) in consecutive years before final endorsement; (2) Human rights based approach (HRBA) to water governance – That includes mechanisms for good governance and water integrity with such pillars as transparency, accountability and participation. HRBA approach also promotes gender mainstreaming, minimum rights of access in an indiscriminate way.

In this phase, TajWSS policy work is to be specially focused on **sanitation and water quality standards**, activities that had not been duly covered under previous phase. In addition, UNDP will also embark upon review of the **Law on Water Users Association** with the purpose to clarify and strengthen their roles for drinking water supply and sanitation systems management at rural setting. Such support will also be advocated for SUE KMK strengthening their hold at the district level through further decentralization from central management approach.

UNDP will also continue supporting important initiatives raised from Phase I such as **ownership and operational management rights, good governance mechanisms** (transparency, accountability and participation), **improved tariff policy implementation**, and others. Despite some considerable achievements on those issues, the established situation is such that much of policy improvements although endorsed by the government, lack implementation due to absence of required mechanisms. In this phase TajWSS will strive to fill that gap.

Moreover, UNDP will continue to support implementation of IWRM-based policy reform endorsed by the GoT in late 2013. The latest government decisions in that regard provide opportunities and challenges for the drinking water supply and sanitation sub-sector reform implementation. At one hand, TajWSS will support the new focal Ministry for Energy and Water Resources in strengthening the capacity for policy guidance, and on the other hand, the formally assigned agency State Unitary Enterprise “Khojagii Manziliyu Kommunalii” with a new role is to be supported to perform as focal operator without compromising policy and regulatory frameworks designed by the Ministry and other specialized agencies. In doing so, UNDP will implement activities that **promote effective regulatory mechanisms** for the drinking water supply and sanitation subsector.

Furthermore, in this Phase, UNDP will implement activities to promote **demonopolization** of the drinking water supply and sanitation subsector and review policies that provide conditions for **private sector involvement** in the area. In that way, UNDP anticipates to provide better grounds for private sector entry in sector management as improved tariff policy implementation gain momentum within the first 3 years of project implementation.

The costs of implementation of activities related to (a) promoting effective regulatory framework, and (b) demonopolization of the drinking WS&S subsector through private sector involvement are to be supported by the **GoAL WaSH Programme** funded by **Swedish International Development Agency (SIDA)** through **Stockholm International Water Institute (SIWI)**.

Output 1.1: Policy reform recommendations developed with inputs from Community Based Organizations (CBOs) and women's groups, are presented to the Inter-Ministerial Coordination Council (IMCC), which in its turn further informs the Government on the decision making processes

List of main activities under this output include:

- Stakeholder analysis and baseline data collection in the new district
- Identify at least 8 major challenges, 3 institutional research topics, development of 5 recommendations for policy improvements, and submit to decision-makers
- Convene and upkeep IMCC meetings (minimum 8 meetings at the Minister and Deputy Minister level) to debate and liaise between IMCC and Network to incorporate changes, improvements and recommendations

- Support stakeholders alignment, with a special focus of national and local media through organising round-tables, TV and radio debates and programmes, etc, to influence relevant decision-makers within related governmental structure
- Establish a local network in new district and conduct meetings on a bi-monthly basis

Output 1.2: Key challenges to sustainability of drinking water supply and sanitation are identified by stakeholders and acknowledged by the Government, and potential solutions are formulated

List of main activities under this output include:

- Establishing and facilitating (including the recruitment of consultants) the deliverables of 8 TWG (8 meetings for each thematic topic and at least 15 members per meeting)
- Conduct specific technical research for 8 topics
- In-country field visits for the TWGs members (8 visits for 15 people)

Outcome 2: Effective, transparent and streamlined processes and mechanisms are in place and implemented at the district level for the investment, operation and regulation of Drinking Water Supply and Sanitation systems in the project targeted districts

Full-cost recovery tariffs remain central to sustainability of drinking water supply and sanitation sub-sector, and in this phase TajWSS will implement a balanced support both to duty-bearers and right-holders in elaboration of tariff plans, facilitate tariff endorsements with the regulatory agency, and at the same time strengthen mutually responsible interaction between suppliers and consumers in implementing improve tariff plans that will ensure sustainable management of drinking water supply and sanitation systems.

The experience from Phase 1 indicated that capacity building and empowerment of related water institutions must focus explicitly on good governance with *transparency, accountability* and *participation* at its core. Promotion and realization of good governance should be guided by the principles of Human Rights Based Approach (HRBA) to water and sanitation.

The suggested training programme will be extensively based on available "*Training manual on water integrity*" which was developed by the UNDP Water Governance Facility at SIWI (WGF) in partnership with Cap-Net, WaterNet and Water Integrity Network (WIN). The given manual consists of 7 modules on (a) water governance, (b) corruption in the water sector and measures against it, (c) transparency and access to information, (d) accountability and (e) integrity in integrated water resources management (IWRM).

The Water Trust Fund (WTF), as replicable models for the investment in infrastructure and the decentralization of decision-making, will be implemented in the new district in tandem with the capacity building measures. When supported by district level capacity building it is an effective mechanism for increasing the *transparency, accountability* and *effectiveness of decision-making* and promote *decentralization*. Through WTF mechanism, TajWSS in collaboration with local district authorities will promote and facilitate implementation of *National Program on Improvement of Clean Water Supply for the Population of the Republic of Tajikistan during 2007-2020* and continue encouraging contribution from local responsible authorities. Taking into consideration the specifics of district budgeting, TajWSS will facilitate and promote budget planning process in target district to duly prioritize drinking water subsector and to consider adequate budget planning.

Using the experience and best practices of TajWSS Network and general project experience from Phase 1, two models of disseminating gender knowledge in target district will be developed, tested and replicated.

In implementing this outcome, Water Users Associations (WUAs) will be at the heart of TajWSS support as they provide an alternative to long-term sustainability to locally managed water supply and sanitation systems at rural settings. TajWSS will work with residents and potential customers to establish village-based WUA to act as operators, part of the Institutional Framework adopted during Phase 1.

Moreover, during Phase 1 of the project UNDP facilitated elaboration of a manual for issuing permits and undergoing administrative procedures for implementation of drinking water supply and sanitation projects, which was consequently endorsed by the responsible National Agency for Construction and Architecture. The manual provides an in-depth clarity on procedures and managed to simplify at some extent the processes. However, without relevant support and capacity at the district level the implementation of those processes are found to be burdensome and complicated. TajWSS will build on this experience and provide a more in-depth support involving all related affiliates of regulatory agencies and local authorities in the target district.

Output 2.1: Water Trust Fund and decision-making process is established and well functioning in the new district

List of main activities under this output include:

- Awareness raising and socialisation of the trust fund with the stakeholders and awareness raising with communities in one new target district about the existence of the fund
- Establishment of the fund, including the opening of bank accounts, and capacity building for the Board members and Executive body in one target district
- Convene at least quarterly meetings in the target district and the approval of new projects
- 3 Tenders are announced in target district, contractors are selected and project implementation begins.

Output 2.2: 3 Water Users' Associations (WUAs) are established and well functioning in accordance with existing standards

List of main activities under this output include:

- Community mobilization and establishment of 3 user associations in 3 villages in one district
- Training 25 people on management for water and sanitation facilities, service provision development and financial management
- 3 cross visits among WUAs and Federation
- Support the facilitation of fee based services

Output 2.3: A communication mechanism between WUAs and the Jamoat or the Federation of WUAs is in place for technical and management support

List of main activities under this output include:

- Co-create with WUAs the mandate and a business plan for the sustainability of a Federation of WUAs
- Supporting WUAs establishing a Federation at district level
- Training of Federation key staff

Output 2.4: A transparent supply chain system is established for WUAs to have immediate access to spare parts for all minor reparations of the system

List of main activities under this output include:

- Provision of basic tools and equipment to the Federations
- Mapping of available expertise and spare parts on the market
- Facilitate the establishment of commercial links and supply chain of spare parts by the Federations

Output 2.5: Decision-makers, regulators and operators coordinate and cooperate in an effective, transparent and accountable manner

List of main activities under this output include:

- Capacity building training on good governance targeting senior level officials and elected representatives (particular at district and Jamoat level) responsible for the implementation of policies, laws regulations, and the allocation of resources in the management of the drinking WSS and Sanitation
- Support to officials at local level (Jamoat) with potential to play more facilitation and service oriented role in developing the WSS SS (effective and efficient licensing water rights, land allocation, transparency)
- Support local providers to engage with communities and listen and address their needs to share information on budget, reforms, new laws,
- Support WUAs to respond to consumers needs in a timely and effectively way with joint reviews of performance on service provision

Outcome 3: 4'500 Women, men and children have improved health with a reduction of water borne diseases and saved time by having access to safe drinking water within 75 m in rural areas;

Lack of accessible water for domestic purposes of adequate quality and insufficient quantity remain to be significant problem in rural Tajikistan. It results in poor health and increased demands on people's time,

particularly on women and children, who often bear the responsibility for water collection and looking after the sick, does affect their health. The project will respond to both needs and improve the health of communities, through increased access to clean drinking water, effective sanitation and improved hygiene practices. People in targeted rural communities will save time for other socially and economically important activities through improvements of WS&S infrastructure.

Output 3.1: 4,500 women, men and children in the rural areas have reliable, affordable and sustainable access to safe drinking water supply and adequate sanitation facilities

List of main activities under this output include:

- Construction and/or rehabilitation of 3 drinking water supply, waste water disposal and water disinfection systems serving 3 villages (gravity fed where feasible)
- Construction of demo latrine options in cooperation with WUAs and provide incentives such as: subsidised materials and technical support for community based HH level construction
- Support WUAs, communities and LA to construct institutional sanitation facilities in schools and clinics (in at least 3 locations)
- Co-create an instructional sanitation management program in cooperation with districts authorities through partnership with WUAs and other mandated local agencies

Output 3.2: 4,500 women, men and children in the rural areas adopt more rational water consumption practices and improved hygiene practices

List of main activities under this output include:

- Based on the KAP survey² part of the baseline study, co-create training modules for schools and communities, including gender related issues
- Co-create project communication media strategy with partners, associates, government, local media
- Support local partners and associates to launch and deliver hygiene campaign at district and village level and in schools
- Support WUAs, local Authorities, and encourage national media to take part in hygiene campaigns, including publishing material and brochures

Output 3.3: All 3 water systems are built according to standards and include a sustainable disinfection system

List of main activities under this output include:

- All designs approved by the relevant authorities

Output 3.4: Water tariffs cover at least the cost of management, operation and maintenance (if possible part of investment costs);

List of main activities under this output include:

- Supporting WUAs and Federation in the elaboration and provision of feedback to the Working Group on Tariff Policy Implementation headed by the Antimonopoly Agency (AMC);
- Supporting WUAs to participate in the testing phase of the methodology and to provide additional feedback
- Supporting AMC in training internal trainers, Federations and WUAs on the new methodology and approval procedure

Output 3.5: Operation and maintenance of sanitation installations is established

List of main activities under this output include:

- Co-creation of an instructional sanitation management program in cooperation with district authorities through partnerships with WUAs and other mandated local agencies

Output 3.6: Secure and sustainable and appropriate (according to capacity and location) disposal system of wastewater (including grey water) is established and maintenance organized (fat traps, septic tanks, infiltration wells).

² A KAP survey is a representative study of a specific population to collect information on what is known, believed and done in relation to a particular topic

List of main activities under this output include:

- In cooperation with local stakeholders: assessment of local situation
- Development of a methodology to test the best options in terms of secure and sustainable and appropriate disposal system of waste water
- Integration of tested options in the design of new infrastructure and rehabilitations.

Project Implementing Partners

At the policy level, UNDP intends to closely interact with government counterparts, with the pivotal role of the new Ministry of Energy and Water Resources (MEWR). Other partners to be engaged will include:

1. Parliament of the Republic of Tajikistan;
2. Ministry of Health of the RT and its affiliate Sanitary Epidemiological Service;
3. Antimonopoly Agency under the Government of the RT;
4. State Committee for Investment and State Property Management;
5. Agency for Construction and Architecture under the Government of the RT;
6. State Unitary Enterprise "Khojagii Manziliyu Kommunalii";
7. Committee for Environmental Protection under the Government of the RT;
8. Ministry of Finance of the RT;
9. Ministry of Economic Development and Trade of the RT;
10. Agency on standardization, metrology and certification under the Government of the RT;
11. Committee on emergency situation and civil defense under the Government of the RT;
12. Agency on Geology under the Government of the RT;
13. Oblast and district level authorities (Hukumats, Jamoats).

III. ANNUAL WORK PLAN

Year: 2014

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIB LE PARTY	PLANNED BUDGET			
		Q 1	Q 2	Q 3	Q 4		Funding Source	Budget Description	Amount	
<p>Baseline: Current national policy, legislative and institutional frameworks lack compliance with international human rights instruments and standards;</p> <p>Indicators: 1.1. By the end of 2014 sanitation plan is discussed and endorsed by the Network; 1.2. By Jan. 2015 changes to the sanitation and water quality policies, adopted by the IMCC; 1.3. By end of 2015 Law on Water Users Associations revised to clarify their mandate in drinking water supply and sanitation systems operation and management; 1.4. By Jan. 2015 relevant stakeholders have increased expertise in advocating on</p>	<p>Activity Result 1. Enabling legislative framework and policy environment for the investment, operation and regulation of rural drinking water and sanitation systems at national level is established</p> <ul style="list-style-type: none"> ▪ Stakeholder analysis and baseline data collection in the new district ▪ Identify at least 3 major challenges, 1 institutional research topics, development of 2 recommendations for policy improvements, and submit to decision-makers ▪ Convene and upkeep IMCC meetings (minimum 2 meetings at the Minister and Deputy Minister level) to debate and liaise between IMCC and Network to incorporate changes, improvements and recommendations ▪ Support stakeholders alignment, with a special focus of national and local media through organizing round-tables, TV and radio debates and programmes, etc, to influence relevant decision-makers within related governmental structure ▪ Establish a local network in new 					<p>UNDP <i>Energy & Environment Programme;</i></p> <p>GoRT IMCC <i>on water supply and sanitation</i></p> <p>TajWSS <i>Network Members</i></p> <p>UNDP Area <i>Office Staff</i></p> <p>National <i>Project Manager</i></p>	SDC/OGB	71200: International Experts	USD (SDC/OGB)	30,000
						UNDP/ TRAC	72100: Contractual Services-Co.	USD (SDC/OGB)	30,000	
							71300: Local Consultants	USD (SDC/OGB)	24,000	
								USD (UNDP/TRAC)	15,500	
							71600: Travel International	USD (SDC/OBG)	3,000	
							71600: Travel in- country	USD (SDC/OBG)	3,000	
							73400: Transportation costs	USD (SDC/OBG)	3,000	
							73400: Vehicle			

gender and WS&S issues	district and conduct meetings on a bi-monthly basis											running costs	USD (SDC/OGB)	3,000
Targets:	<ul style="list-style-type: none"> ▪ Establishing and facilitating (including the recruitment of consultants) the deliverables of 3 TWG (8 meetings for each thematic topic and at least 15 members per meeting) 												USD (UNDP/TRAC)	4,996
<ul style="list-style-type: none"> ▪ Policy reform recommendations developed with inputs from Community Based Organizations (CBOs) and women's groups, are presented to the Inter-Ministerial Coordination Council (IMCC), which in its turn further informs the Government on the decision making processes 	<ul style="list-style-type: none"> ▪ Conduct specific technical research for 3 topics 											74200: Publication and translations	USD (SDC/OGB)	4,927
<ul style="list-style-type: none"> ▪ Key challenges to sustainability of drinking water supply and sanitation are identified by stakeholders and acknowledged by the Government, and potential solutions are formulated 	<ul style="list-style-type: none"> ▪ In-country field visits for the TWGs members (8 visits for 15 people) 											75700: Stationary and meetings	USD (SDC/OGB)	3,000
												73100: Rental & maintenance premises	USD (SDC/OGB)	1,500
												74500: Miscellaneous Expenses	USD (SDC/OGB) USD (UNDP/TRAC)	1,054 504
												75100: Facilities & Administration	USD (SDC/OGB)	8,518
												Sub-total for SDC/OGB:	USD 115,000	
												Sub-total for UNDP/TRAC:	USD 51,000	
												Sub-total for Activity 1:	USD 166,000	

<p>Baseline: Ineffective mechanisms for investment, operation and regulation of DWS&S systems in target district.</p> <p>Indicators: 2.1 Increase in willingness to pay and increased tariff collection rates to 65% by Y2 and 90% by Y4 2.2. The new district will adopt the institutional changes implemented during Phase 1 2.3. Hukumat commits at least 10% investment cost in the selected district 2.4. At least 2 models for disseminating gender knowledge and awareness tested and replicated in target district by Y4</p>	<p>Activity Result 2. Effective, transparent and streamlined processes and mechanisms are in place and implemented at the district level for the investment, operation and regulation of Drinking Water Supply and Sanitation systems in the project targeted districts</p>		<p><i>UNDP Energy & Environment Programme</i></p> <p><i>GoRT IMCC on water supply and sanitation</i></p> <p><i>TajWSS Network Members</i></p> <p><i>UNDP Area Office Staff</i></p> <p><i>National Project Manager</i></p>	<p>SDC/OGB</p> <p>UNDP/ TRAC</p>	<p>Sub-total for SDC/OGB:</p> <p>Sub-total for UNDP/TRAC:</p>	<p>USD 0</p>
<p>Baseline: Lack of accessible water for domestic purposes of adequate quality and insufficient quantity; poor health and increased demands on people's time, particularly on women and children.</p> <p>Indicators: 3.1. In 3 villages at least 50% reduction in time to collect water</p>	<p>Activity Result 3. At least 4'500 women, men and children have improved health with a reduction of water borne diseases and saved time by having access to safe drinking water within 75 m in rural areas;</p> <ul style="list-style-type: none"> ▪ Based on the KAP survey part of the baseline study, co-create training modules for schools and communities, including gender related issues ▪ Co-create project communication 		<p><i>UNDP Energy & Environment Programme;</i></p> <p><i>GoRT IMCC on water supply and sanitation</i></p> <p><i>TajWSS Network Members</i></p>	<p>SDC/OGB</p> <p>UNDP/ TRAC</p>	<p>72100: Contractual Services-Co.</p> <p>74500: Miscellaneous Expenses</p>	<p>USD 20,000 (SDC/OGB)</p> <p>USD 200 (SDC/OGB)</p>

<p>for women and children</p> <p>3.2. In 3 villages at least 20% reduction in the monthly rates of diarrhea by the Y4</p> <p>3.3. In 3 schools in the targeted villages at least 10% reduction in school absenteeism (disaggregated by sex)</p>	<p>media strategy with partners, associates, government, local media</p> <ul style="list-style-type: none"> ▪ Supporting WUAs and Federation in the elaboration and provision of feedback to the Working Group on Tariff Policy Implementation headed by the Antimonopoly Agency (AMC); ▪ Co-creation of an instructional sanitation management program in cooperation with district authorities through partnerships with WUAs and other mandated local agencies 					<p><i>UNDP Area Office Staff</i></p>		<p>75100: Facilities & Administration</p>	<p>USD (SDC/OGB)</p>	<p>1,615</p>
<p>Targets:</p> <ul style="list-style-type: none"> ▪ 4,500 women, men and children in the rural areas adopt more rational water consumption practices and improved hygiene practices ▪ Water tariffs cover at least the cost of management, operation and maintenance (if possible part of investment costs); ▪ Operation and maintenance of sanitation installations is established ▪ Secure and sustainable and appropriate (according to capacity and location) disposal system of wastewater (including grey water) is established and maintenance organized (fat tramps, septic tanks, infiltration wells). 	<ul style="list-style-type: none"> ▪ Supporting WUAs to participate in the testing phase of the methodology and to provide additional feedback ▪ Supporting AMC in training internal trainers, Federations and WUAs on the new methodology and approval procedure ▪ In cooperation with local stakeholders: assessment of local situation ▪ Development of a methodology to test the best options in terms of secure and sustainable and appropriate disposal system of waste water ▪ Integration of tested options in the design of new infrastructure and rehabilitations. 					<p><i>National Project Manager</i></p>		<p>Sub-total for SDC/OGB:</p>	<p>USD 21,815</p>	
								<p>Sub-total for Activity 2:</p>	<p>USD 21,815</p>	

Activity 4. Management (Human Resources)		SDC/OGB	71400: Service Contracts -	USD 57,925 (SDC/OGB)
		UNDP/ TRAC	Individuals	USD 18,811 (UNDP/TRAC)
			74500: Miscellaneous Expenses	USD 580 (SDC/OGB) USD 189 (UNDP/TRAC)
			75100: Facilities & Administration	USD 4,680 (SDC/OGB)
			Sub-total for SDC/OGB:	USD 63,185
			Sub-total for UNDP/TRAC:	USD 19,000
			Sub-total for Activity 4:	USD 82,185
TOTAL for 2014		SDC/OGB		USD 270,000
		UNDP/ TRAC		USD 200,000 (SDC/OGB) USD 70,000 (UNDP/TRAC)

RRF includes targets for all four years (2014 – 2017), Annual Work Plan is developed on annual basis.

RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:

Outcome 6: Improved environmental protection, sustainable natural resources management, and increased access to alternative renewable energy.

Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:

Number of pilot projects on sustainable land management, biodiversity conservation, community-based eco-tourism, and IWRM

Applicable Key Result Area (from 2012-15 Strategic Plan): Sustainable Environment and Energy

Partnership Strategy: *The project will ensure partnerships between national level government agencies, oblast and district level Hukumats, Jamoats, Members of Parliament, community-based organizations (CBOs), non-governmental organizations (NGO's), vulnerable groups and private sector.*

Project title and ID (ATLAS Award ID): Applying Human Rights Based Approach to Water Governance in Tajikistan

INTENDED OUTPUTS	OUTPUT TARGETS	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<p>Output 1. An enabling legislative framework and policy environment for the investment, operation and regulation of rural drinking water and sanitation systems at national level is established</p> <p>Baseline: Current national policy, legislative and institutional frameworks lack compliance with international human rights instruments and standards;</p> <p>Indicators: 1.1. By end of 2014 sanitation plan is discussed and endorsed by the Network 1.2. By Jan. 2015 changes to the sanitation and water quality policies, adopted by the IMCC 1.3. By end of 2015 Law on Water</p>	<p>1.1: Policy reform recommendations developed with inputs from Community Based Organizations (CBOs) and women's groups, are presented to the Inter-Ministerial Coordination Council (IMCC), which in its turn further informs the Government on the decision making processes</p> <p>1.2: Key challenges to sustainability of drinking water supply and sanitation are indentified by stakeholders and acknowledged by the Government, and potential solutions are formulated</p>	<ul style="list-style-type: none"> ▪ Stakeholder analysis and baseline data collection in the new district ▪ Identify at least 8 major challenges, 3 institutional research topics, development of 5 recommendations for policy improvements, and submit to decision-makers ▪ Convene and upkeep IMCC meetings (minimum 8 meetings at the Minister and Deputy Minister level) to debate and liaise between IMCC and Network to incorporate changes, improvements and recommendations ▪ Support stakeholders alignment, with a special focus of national and local media through organising round-tables, TV and radio debates and programmes, etc, to influence relevant decision-makers within related governmental structure ▪ Establish a local network in new 	<p>UNDP Energy & Environment Programme;</p> <p>GoRT IMCC on water supply and sanitation</p> <p>TajWSS Network Members</p> <p>UNDP Area Office Staff</p> <p>National Project Manager</p>	<p>Sub-total: USD 345,744</p> <ul style="list-style-type: none"> ▪ 71200: International Experts (USD 70,000) ▪ 72100: Contractual Services-Co. (USD 82,400) ▪ 71300: Local Consultants (USD 60,000) ▪ 72800: Equipment (USD 4,620) ▪ 71600: Travel International (USD 8,000) ▪ 71600: Travel in-country (USD 15,000) ▪ 73400: Transportation costs (USD 15,000) ▪ 73400: Vehicle running costs (USD 19,000) ▪ 74200: Publication and translations (USD 25,000) ▪ 75700: Stationary and

<p>Users Associations revised to clarify their mandate in drinking water supply and sanitation systems operation and management</p> <p>1.4. By Jan. 2015 relevant stakeholders have increased expertise in advocating on gender and WS&S issues</p>		<p>district and conduct meetings on a bi-monthly basis</p> <ul style="list-style-type: none"> ▪ Establishing and facilitating (including the recruitment of consultants) the deliverables of 8 TWG (8 meetings for each thematic topic and at least 15 members per meeting) ▪ Conduct specific technical research for 8 topics ▪ In-country field visits for the TWGs members (8 visits for 15 people) 		<p>meetings (USD 15,291)</p> <ul style="list-style-type: none"> ▪ 73100: Rental & maintenance premises (USD 5,000) ▪ 74500: Miscellaneous Expenses (USD 4,000) ▪ 75100: Facilities & Administration (USD 22,433) <p>SDC/OGB: USD 302,844 UNDP/TRAC: USD 42,900</p>
<p>Output 2. Effective, transparent and streamlined processes and mechanisms are in place and implemented at the district level for the investment, operation and regulation of Drinking Water Supply and Sanitation systems in the project targeted districts</p> <p>Baseline: Ineffective mechanisms for investment, operation and regulation of DWS&S systems in target district.</p> <p>Indicators:</p> <p>2.1 Increase in willingness to pay and increased tariff collection rates to 65% by Y2 and 90% by Y4</p> <p>2.2. The new district will adopt the institutional changes implemented during Phase 1</p> <p>2.3. Hukumat commits at least 10% investment cost in the selected district</p> <p>2.4. At least 2 models for disseminating gender knowledge and</p>	<p>2.1: Water Trust Fund and decision-making process is established and well functioning in the new district</p> <p>2.2: 3 Water Users' Associations (WUAs) are established and well functioning in accordance with existing standards</p> <p>2.3: A communication mechanism between WUAs and the Jamoat or the Federation of WUAs is in place for technical and management support</p> <p>2.4: A transparent supply chain system is established for WUAs to have immediate access to spare parts for all minor reparations of the system</p> <p>2.5: Decision-makers, regulators and operators coordinate and cooperate in an effective, transparent and accountable manner</p>	<ul style="list-style-type: none"> ▪ Awareness raising and socialisation of the trust fund with the stakeholders and awareness raising with communities in one new target district about the existence of the fund ▪ Establishment of the fund, including the opening of bank accounts, and capacity building for the Board members and Executive body in one target district ▪ Convene at least quarterly meetings in the target district and the approval of new projects ▪ 3 Tenders are announced in target district, contractors are selected and project implementation begins. ▪ Community mobilization and establishment of 3 user associations in 3 villages in one district ▪ Training 25 people on management for water and sanitation facilities, service provision development and financial management ▪ 3 cross visits among WUAs and Federation 	<p>UNDP Energy & Environment Programme;</p> <p>GoRT IMCC on water supply and sanitation</p> <p>TajWSS Network Members</p> <p>UNDP Area Office Staff</p> <p>National Project Coordinator</p>	<p>Sub-total: USD 32,940</p> <p>72100: Contractual Services-Co. (USD 30,000)</p> <p>74500: Miscellaneous Expenses (USD 500)</p> <p>75100: Facilities & Administration (USD 2,440)</p> <p>SDC/OGB: USD 32,940 UNDP/TRAC: N/A</p>

<p>awareness tested and replicated in target district by Y4</p>		<ul style="list-style-type: none"> ▪ Support the facilitation of fee based services ▪ Co-create with WUAs the mandate and a business plan for the sustainability of a Federation of WUAs ▪ Supporting WUAs establishing a Federation at district level ▪ Training of Federation key staff ▪ Provision of basic tools and equipment to the Federations ▪ Mapping of available expertise and spare parts on the market ▪ Facilitate the establishment of commercial links and supply chain of spare parts by the Federations ▪ Capacity building training on good governance targeting senior level officials and elected representatives (particular at district and Jamoat level) responsible for the implementation of policies, laws regulations, and the allocation of resources in the management of the drinking WSS and Sanitation ▪ Support to officials at local level (Jamoat) with potential to play more facilitation and service oriented role in developing the WSS SS (effective and efficient licensing water rights, land allocation, transparency) ▪ Support local providers to engage with communities and listen and address their needs to share information on budget, reforms, new laws, ▪ Support WUAs to respond to consumers needs in a timely and effectively way with joint reviews of 		
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<p>Output 3. 4,500 Women, men and children have improved health with a reduction of water borne diseases and saved time by having access to safe drinking water within 75 m in rural areas;</p> <p>Baseline: Lack of accessible water for domestic purposes of adequate quality and insufficient quantity; poor health and increased demands on people's time, particularly on women and children.</p> <p>Indicators: 3.1. In 3 villages at least 50% reduction in time to collect water for women and children 3.2. In 3 villages at least a 20% reduction in the monthly rates of diarrhoea by the Y4 3.3. In 3 schools in the targeted villages at least a 10% reduction in school absenteeism (disaggregated by sex)</p>	<p>3.1: 4,500 women, men and children in the rural areas have reliable, affordable and sustainable access to safe drinking water supply and adequate sanitation facilities</p> <p>3.2: 4,500 women, men and children in the rural areas adopt more rational water consumption practices and improved hygiene practices</p> <p>3.3: All 3 water systems are built according to standards and include a sustainable disinfection system</p> <p>3.4: Water tariffs cover at least the cost of management, operation and maintenance (if possible part of investment costs);</p> <p>3.5: Operation and maintenance of sanitation installations is established</p> <p>3.6: Secure and sustainable and appropriate (according to capacity and location) disposal system of wastewater (including grey water) is established and maintenance organized (fat traps, septic tanks, infiltration wells).</p>	<p>performance on service provision</p> <ul style="list-style-type: none"> ▪ Construction and/or rehabilitation of 3 drinking water supply, waste water disposal and water disinfection systems serving 3 villages (gravity fed where feasible) ▪ Construction of demo latrine options in cooperation with WUAs and provide incentives such as: subsidised materials and technical support for community based HH level construction ▪ Support WUAs, communities and LA to construct institutional sanitation facilities in schools and clinics (in at least 3 locations) ▪ Co-create an instructional sanitation management program in cooperation with districts authorities through partnership with WUAs and other mandated local agencies ▪ Based on the KAP survey part of the baseline study, co-create training modules for schools and communities, including gender related issues ▪ Co-create project communication media strategy with partners, associates, government, local media ▪ Support local partners and associates to launch and deliver hygiene campaign at district and village level and in schools ▪ Support WUAs, local Authorities, and encourage national media to take part in hygiene campaigns, including publishing material and brochures ▪ All designs approved by the relevant 	<p>UNDP Energy & Environment Programme;</p> <p>GoRT IMCC on water supply and sanitation</p> <p>TajWSS Network Members</p> <p>UNDP Area Office Staff</p> <p>National Project Coordinator</p>	<p>Sub-total: USD 611,280</p> <p>72100: Contractual Services-Co. (USD 560,000)</p> <p>74500: Miscellaneous Expenses (USD 6,000)</p> <p>75100: Facilities & Administration (USD 45,280)</p> <p>SDC/OGB: USD 611,280 UNDP/TRAC: N/A</p>
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		<ul style="list-style-type: none"> authorities ▪ Supporting WUAs and Federation in the elaboration and provision of feedback to the Working Group on Tariff Policy Implementation headed by the Antimonopoly Agency (AMC); ▪ Supporting WUAs to participate in the testing phase of the methodology and to provide additional feedback ▪ Supporting AMC in training internal trainers, Federations and WUAs on the new methodology and approval procedure ▪ Co-creation of an instructional sanitation management program in cooperation with district authorities through partnerships with WUAs and other mandated local agencies ▪ In cooperation with local stakeholders: assessment of local situation ▪ Development of a methodology to test the best options in terms of secure and sustainable and appropriate disposal system of waste water ▪ Integration of tested options in the design of new infrastructure and rehabilitations. 		
Management (Activity 4)			UNDP Energy & Environment Programme	<p>Sub-total: USD 330,036</p> <p>71400: Service Contracts – Individuals (USD 307,800)</p> <p>74500: Miscellaneous Expenses (USD 3,500)</p> <p>75100: Facilities &</p>

				Administration (USD 18,736)
				SDC/OGB: USD 252,936 UNDP/TRAC: USD 77,100
			OVERALL BUDGET	USD 1,320,000

IV. MANAGEMENT ARRANGEMENTS

This project will be directly implemented in accordance with Direct Implementation Modality (DIM) guidelines under the umbrella of UNDP's Energy and Environment Programme (EEP) in close collaboration with Oxfam GB and Government of Tajikistan. This arrangement will ensure effective project delivery; with the overall responsibility for the management of the project resting with the EEP.

The following key staff of UNDP Energy and Environment Programme and relevant Area Office will be involved in the implementation of TajWSS project as of January 2014 until the end of the project:

- **Energy & Environment Programme Manager** based in Dushanbe, who will assume responsibility for the overall management of the project;
- **Admin/Finance Associate** based in Dushanbe, who will assume general oversight over administration and operation, including but not limited to finance, HR, procurement, etc;
- **National Project Manager (NPM)** based in Dushanbe, who will be responsible for the day-to-day project management and coordination. The incumbent will report to the Energy and Environment Programme Manager. As well, the NPM will support the Swiss Agency for Development and Cooperation (SDC) Office in the management of the policy level activities and will support the implementation of field level activities.
- **Water and Sanitation Engineer** based in Dushanbe, who will bear overall responsibility for all technical matters related to the project, specifically for guiding the processes on technical design and supervision over rehabilitation and construction of drinking water supply and sanitation systems.
- **Area Office Manager based in Kulyab (or Gharm)** who will mainly be responsible for direct oversight of project activities and operations at local level;
- **Local Governance and Community Mobilization Specialist based in Kulyab (or Gharm)** who will provide support in implementation of governance initiatives at district level and mobilize communities towards effective management of target drinking water supply and sanitation systems. The specialist will also support activities of the Trust Fund in the target district;
- **Project/ Admin Assistant** based in Dushanbe, who will assume all duties related to administration, including but not limited to finance, logistics, HR, procurement and also secretarial functions. The accountant will directly report to the NPM and Senior Water and Sanitation Engineer.
- **IT Specialist** based in Dushanbe, will be responsible for technical support of project.

For specific project activities will recruit the following specialists, whose salaries and other entitlements will be fully covered from the project according to agreed contracts:

- **International Advisors (IA)**, who will be responsible for bringing international experience and incorporating it with the TajWSS project. The incumbents will be also involved into developing relevant project reports.
- **Local Experts** will be contracted periodically for specific project activities, related to development of recommendations to improve and optimize the state system of water supply and sanitation from the legislative, institutional, technical and economic points of view.
- **Local contractors** will be periodically hired on the competitive basis for facilitating and moderating project events. The contractors will carry out support functions such as logistical arrangement (*identification of venue, rent of venue, drawing agreements*), *catering services, printing and publication, etc*).

V. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 1), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Quarterly Progress Reports (QPR) shall be submitted by the Project Manager to the UNDP CO through Project Assurance, using the standard report format available in the Executive Snapshot.
- A project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- A Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the UNDP CO. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the UNDP CO and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

By the end of project

- **Final Review Report.** A Final Review Report shall be prepared by the Project Manager with support of International Advisor and shared with the UNDP CO. As minimum requirement, the Final Review Report shall consist of the Atlas standard format for the QPR covering the whole project period with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined project targets at the output level.
- **Final Project Review.** Based on the above report, a final project review shall be conducted during the third quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

The annex to the contract gives the schedule for reporting from this project to Oxfam GB, which is timed to be 2 weeks prior to Oxfam GB having to report on the progress of the whole project to the Swiss Agency for Development and Cooperation (SDC). This does not fit to the usual UNDP reporting pattern but is a requirement of the donor. The format of that report shall be determined by the donor and Oxfam.

Quality Management for Project Activity Results

OUTPUT 1: An enabling legislative framework and policy environment for the investment, operation and regulation of rural drinking water and sanitation systems at national level is established		
Activity Results (Atlas Activity ID)	Policy reform recommendations developed with inputs from Community Based Organizations (CBOs) and women's groups, are presented to the Inter-Ministerial Coordination Council (IMCC), which in its turn further informs the Government on the decision making processes; Key challenges to sustainability of drinking water supply and sanitation are indentified by stakeholders and acknowledged by the Government, and potential solutions are formulated.	Start Date: Jan 2014 End Date: Dec 2017
Purpose	Contribute to the creation of an enabling environment for the sustainable provision of safe drinking water and sanitation in rural Tajikistan. Within the 4 year lifespan of this project, the Inter Ministerial Coordination Council (IMCC) on drinking water supply will work toward facilitating this aim.	
Description	This component, led by the UNDP, provides an overall approach to entire project by bridging policy and practice at all levels. TajWSS will follow two main principles throughout the project: (1) Evidence-based policy reform (a principle much stressed during the previous phase) - During the first 18 months, the policy briefs are to be drafted and respective recommendations are to be given opportunity for field-testing (piloting) in consecutive years before final endorsement; (2) Human rights based approach (HRBA) to water governance – That includes mechanisms for good governance and water integrity with such pillars as transparency, accountability and participation. HRBA approach also promotes gender mainstreaming, minimum rights of access in an indiscriminate way.	
Quality Criteria	Quality Method	Date of Assessment
By end of 2014 sanitation plan is discussed and endorsed by the Network; By Jan. 2015 changes to the sanitation and water quality policies, adopted by the IMCC; By end of 2015 Law on Water Users Associations revised to clarify their mandate in drinking water supply and sanitation systems operation and management; By Jan. 2015 relevant stakeholders have increased expertise in advocating on gender and WS&S issues.	QPMM; Operational Reports; Assessment Reports; Monitoring Reports; Training Report Water supply coverage statistics Government decrees Decisions of Parliament IMCC minutes and resolutions Baseline and end-line surveys Research papers	Upon completion of activity Quarterly Bi-annually Annually Final Reports
OUTPUT 2: Effective, transparent and streamlined processes and mechanisms are in place and implemented at the district level for the investment, operation and regulation of Drinking Water Supply and Sanitation systems in the project targeted districts		
Activity Results (Atlas Activity ID)	Water Trust Fund and decision-making process is established and well functioning in the new district; 3 Water Users' Associations (WUAs) are established and well functioning in accordance with existing standards; A communication mechanism between WUAs and the Jamoat or the Federation of WUAs is in place for technical and management support; A transparent supply chain system is established for WUAs to have immediate access to spare parts for all minor reparations of the system; Decision-makers, regulators and operators coordinate and cooperate in an effective, transparent and accountable manner.	Start Date: Jan 2014 End Date: Dec 2017
Purpose	Effective, transparent and streamlined processes and mechanisms in place and	

	implemented at the district level for investment, operation and regulation of drinking WS&S systems	
Description	The experience from Phase 1 indicated that capacity building and empowerment of related water institutions must focus explicitly on good governance with <i>transparency</i> , <i>accountability</i> and <i>participation</i> at its core. Promotion and realization of good governance should be guided by the principles of Human Rights Based Approach (HRBA) to water and sanitation.	
Quality Criteria	Quality Method	Date of Assessment
Increase in willingness to pay and increased tariff collection rates to 65% by Y2 and 90% by Y4; The new district will adopt the institutional changes implemented during Phase 1; Hukumat commits at least 10% investment cost in the selected district; At least 2 models for disseminating gender knowledge and awareness tested and replicated in target district by Y4.	QPMM; Operational Reports; Assessment Reports; Monitoring Reports; Training Report Water supply coverage statistics IMCC minutes and resolutions Baseline and end-line surveys Research papers Gender analysis/capacity assessment Operators book keeping Press reviews	Upon completion of activity Quarterly Bi-annually Annually Final Reports

OUTPUT 3: 4'500 Women, men and children have improved health with a reduction of water borne diseases and saved time by having access to safe drinking water within 75 m in rural areas;		
Activity Results (Atlas Activity ID)	4,500 women, men and children in the rural areas have reliable, affordable and sustainable access to safe drinking water supply and adequate sanitation facilities; 4,500 women, men and children in the rural areas adopt more rational water consumption practices and improved hygiene practices; All 3 water systems are built according to standards and include a sustainable disinfection system; Water tariffs cover at least the cost of management, operation and maintenance (if possible part of investment costs); Operation and maintenance of sanitation installations is established; Secure and sustainable and appropriate (according to capacity and location) disposal system of wastewater (including grey water) is established and maintenance organized (fat traps, septic tanks, infiltration wells).	Start Date: Jan 2014 End Date: Dec 2017
Purpose	Improved health with a reduction of water borne diseases and saved time by having access to safe drinking water	
Description	Lack of accessible water for domestic purposes of adequate quality and insufficient quantity remain to be significant problem in rural Tajikistan. It results in poor health and increased demands on people's time, particularly on women and children, who often bear the responsibility for water collection and looking after the sick, does affect their health. The project will respond to both needs and improve the health of communities, through increased access to clean drinking water, effective sanitation and improved hygiene practices. People in targeted rural communities will save time for other socially and economically important activities through improvements of WS&S infrastructure.	
Quality Criteria	Quality Method	Date of Assessment
In 3 villages at least 50% reduction in time to collect water for women and children; In 3 villages at least a 20% reduction in the monthly rates of diarrhoea by the	QPMM; Operational Reports; Assessment Reports; Monitoring Reports;	Upon completion of activity Quarterly Bi-annually

<p>Y4; In 3 schools in the targeted villages at least a 10% reduction in school absenteeism (disaggregated by sex).</p>	<p>IMCC minutes and resolutions SES water quality pre & post tests Consumer satisfaction survey Operators complains logs Records of the WUA Operators book keeping Monitoring reports HH interviews and focus groups Reports of PH campaigns Press reviews</p>	<p>Annually Final Reports</p>
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VI. LEGAL CONTEXT

This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the SBAA [or other appropriate governing agreement] and all CPAP provisions apply to this document.

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

The implementing partner 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 implementing partner'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 implementing partner 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".

ANNEXES

- I. Risk Analysis:**
- II. Reporting Schedule.**
- III. Budget.**

ANNEX I. RISK ANALYSIS

Project Title: Tajikistan Water Supply and Sanitation Project (TajWSS)					Award ID:		Date:		December 2013	
#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Management response	Owner	Submitted, updated by	Last Update	Status	
1	Lack of responsiveness at national and local government levels	January 2013	Organizational Political Strategic	The occurrence of the risk would determine the failure of the project for the agency concerned P=2, I=5	Awareness campaigns on the potentials and limitations of irresponsible usage of water and sanitation disposal	Project Manager	Project Manager	December 2013	New	
2	Slower than expected implementation of the relevant project components of the overall E&EP Project.	January 2013	Organizational Strategic	The occurrence of the risk will force the downscaling of the activities P=3, I=3	Involvement of suitable experts to ensure sound implementation. Improvement of national and local authorities in the Energy & Environment Programme	Project Manager	Project Manager	December 2013	New	
3	Delayed or lack of decision by the Government on further support to Implementation of the reform action plan.	January 2013	Political Strategic Organizational	The occurrence of the risk will force the downscaling of the activities P=3, I=3	Involvement of suitable experts and national level specialists to promote the vision of the project and communicate the intended benefits.	Project Manager	Project Manager	December 2013	New	
4	Lack of specialists at the national policy level	January 2010	Institutional	The occurrence of the risk will be an obstacle in the project implementation and the sustainability the WSS sector at the local level. I=4, P=4	Provide support for capacity building training and development for governmental authorities on a regular basis.	Project Manager	Project Manager	December 2013	New	

ANNEX II: REPORTING SCHEDULE

Delivery date	Reporting	Covering Period
Quarterly 14' 15' 16' 17'	Quarterly operational report	Each quarter of the project period
August 14' 15' 16' 17'	Semi-annual operational report; Intermediate non-revised financial statement of accounts	January thru June 14' 15' 16' 17'
February 14' 15' 16' 17'	Annual operational report; Intermediate non-revised financial statement of accounts	2014, 2015, 2016, 2017
April 14' 15' 16' 17'	Revised budget for the next project year	2014, 2015, 2016, 2017
February 2018	Detailed final operational report on entire project phase; Intermediate non-revised financial statement of accounts	01.01.2014 – 31.12.2017
April 2018	A consolidated and externally reviewed statement of accounts on entire project phase	01.01.2014 – 31.12.2017