United Nations Development Programme

United Nations Development Programme
Country: SERBIA
Project Document

Project Title:	Facilitating Access to Water and Reducing Threat of Pollution in Three Flood-Affected Municipalities
UNDAF Outcome(s):	Increased Regional Stability and Cooperation
Expected CP Outcome(s): *(Those linked to the project and extracted from the CPAP)*	Local institutions cooperate and coordinate regionally to prevent and respond to crisis and disaster
Expected Output(s): *(Those that will result from the project and extracted from the CPAP)*	Improved water and sewage management framework
Implementing Partner:	Municipalities of Negotin, Kladovo and Majdanpek
Responsible Parties:	UNDP

Brief Description

The project will support the ***relief and recovery efforts*** caused by the floods in Negotin, Kladovo and Majdanpek municipalities that occurred in September 2014. The **immediate need for intervention in the water and sewage sector was identified** since it presented life threatening situation related to risk of dehydration and the dangers associated with infectious and communicable diseases.

Project Period:	November 2014 March 2015
Key Result Area (Strategic Plan):	Special Development Situation
Atlas Award ID:	_____
Start date:	21 November 2014
End Date	31 March 2015
PAC Meeting Date	_____
Management Arrangements	_____

2014 AWP budget:	_____
Total resources required	min. 100.000 USD
Total allocated resources:	60.000 USD
• Regular	_____
• Other:	
○ Donor (RO MFA)	60.000 USD
Unfunded budget:	_____
In-kind Contributions	

Agreed by UNDP:

Agreed by the Romanian MFA, represented by the Romanian Embassy in Belgrade:

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I. CONTEXT

During the week of 12-16 May 2014, heavy rains hit Serbia, neighbouring Bosnia and Herzegovina and Croatia, causing large scale flooding. The devastating floods resulted in 51 fatalities, while 31,879 people were evacuated and located in 140 collective centres. The floods had instantaneous and direct effects resulting in the total destruction of houses, bridges and sections of roads (Krupanj and Šabac); widespread flooding of both urban areas (Obrenovac) and rural areas (Šabac); and widespread landslides (Krupanj and Bajina Bašta). Floods also caused significant economic hardship for much of the population and disproportionally affected poor and vulnerable people. Approximately 51,800 people have lost their jobs temporarily due to the interruption of their businesses.

While Serbia was still recovering from May floods, in mid September heavy rain fell again causing major floods in Kladovo, Majdanpek and Negotin municipalities located in Eastern Serbia, near the Romanian border. Although municipalities are located by the Danube River the flooding was caused not by Danube but the torrential streams coming down from nearby hills. More than 150 liters per square meter that fell caused flash floods and landslides from nearby hills to damage roads and bridges in many areas, cutting off access to settlements.

It was assessed that damages and economic losses amount to around €2 billion in Bosnia and Herzegovina and €1.5 billion in Serbia. Following the disaster, both Serbia and Bosnia and Herzegovina asked for help of the international community. The international community contributed by providing both countries with an immediate assistance and first necessity products.

At the Brussels donor Conference held in July 2014, delegations of over 60 countries and 23 international organizations, as well as representatives from the civil society and private sector gathered to demonstrate solidarity with the affected countries and managed to mobilise pledges of €809.2 million for Bosnia and Herzegovina and €995.2 million for Serbia to face the financial needs for 2014 of €650 million and €830 million respectively. In addition, €41.4 million were pledged for cross-border activities.

At the Donor Conference the Romanian Ministry of Foreign Affairs pledged USD 100.000 from its humanitarian assistance budget to support short and medium term reconstruction efforts in Serbia and Bosnia and Herzegovina.

Both countries have now entered the reconstruction phase, which aims at quickly recovering from the disaster, preventing further threats and mitigating the negative effects of the floods on their already fragile economies.

II. UNDP ASSISTANCE TO FLOOD AFFECTED-MUNICIPALITIES

UNDP has mobilized immediate response (through experts and funds) in the aftermath of the floods and continued to stay engaged throughout the recovery phase, supporting house rebuilding, debris removal, cleaning of sewage systems, cleaning water sources and ensuring access to safe water, but also supporting government's capacity for coordination of disaster response and better preparedness for future disasters.

Since the onset of the crisis, UNDP has immediately allocated $100,000 for **emergency coordination of the UN system and with the Government of Serbia** counterparts. These funds facilitated the effective deployment of a team of experts from the UN Office for the Coordination of

Humanitarian Affairs (OCHA) that handed over to the Government of Serbia on 4 June 2014 its report on priorities for recovery measures in flooded areas.

In the aftermath of the crisis UNDP streamlined its support to both assist in the international coordination efforts to assess damages and to provide practical help.

UNDP, together with other UN agencies, seconded staff and **mobilized experts[1] to participate in the Government of Serbia – led Recovery Needs Assessment** ("light" version of the Post Disaster Needs Assessment), jointly with the World Bank and the European Union. The experts provided critical help in identifying damages from the disaster and proposing recovery measures.

Simultaneously UNDP initiated concrete assistance to the affected population. It is implementing a large portion ($388,000) of the **United Nations Central Emergency Response Fund (CERF) to support relief efforts**. These funds are used for cleaning sewage systems and facilitating access to safe water in the municipalities of Šabac, Smederevska Palanka, Lajkovac, Vladimirci, Ub and Kosjeric. These works benefit some 240,000 people in total.

In addition, UNDP is implementing a $1,500,000 **"Post Floods Early Recovery Programme in Serbia"** funded by its Bureau for Crisis Prevention and Recovery (BCPR). Priority is given to debris removal, waste management and clearing of small streams in priority local municipalities as well as construction of dams to stop further clogging of waterways in more than 20 municipalities in Serbia. In addition UNDP supports improvement of coordination on all levels and capacity improvements for preventing future disasters. More concretely, UNDP will undertake a Disaster Risk Reduction Capacity Assessment; support the development of the National Plan of Action for Capacity Development in Disaster Risk Reduction; and create a workshop on the implementation and monitoring of this plan. These activities are consistent with our ongoing work in the framework of Serbia's obligations under the United Nations Framework Convention on Climate Change (UNFCCC), other conventions and treaties and the "Hyogo Framework of Action".

UNDP is also implementing a grant of the United Arab Emirates to the Government of Serbia, in close cooperation and coordination with the Government Office for Reconstruction and Flood Relief. **Thirty-two houses will be constructed in Krupanj, Obrenovac and Valjevo** for people whose homes were destroyed during the floods.

III. BASELINE FOR INTERVENTION

Underpinning frameworks of most direct relevance to the planned intervention are as follows:

Serbia is a signatory to the Hyogo Framework for Action (HFA), which is the global framework under which all UN DRR actions operate. The project is also in line with the United Nations Plan of Action on Disaster Risk Reduction for Resilience, which defines the purpose, core commitments and actions, and a shared approach to measure impact and progress and steps for implementation, using "resilience" as a common outcome that integrates poverty reduction, disaster risk reduction, sustainable livelihoods and climate risk management, as integral to sustainable development. Many of the commitments in the Plan of Action reflect core needs to the Post 2015 development agenda.

The proposed intervention is in line with Conclusions of Donors conference for Serbia and Bosnia and Herzegovina "Rebuilding Together", held in Brussels on 16 July 2014, where the international community has committed to provide financial assistance to two countries with highly valuable help

[1] Through UNDP's SURGE scheme, with a total cost of $275,000

to answer the immediate needs of affected people before winter comes, starting with the reconstruction of houses and public buildings, rehabilitation of livelihoods as well as rapid restoration of water and energy supply.

More importantly, the proposed intervention is in line with the commitment of the Serbian Government, national and local structure, to actively work on effective rehabilitation of the flood affected areas in support of sustainable livelihoods of local population.

IV. PROJECT STRATEGY

The situation in Easter Serbia is still a cause of concern since this region is treated separately from the May floods. As a result of floods, water supplies were polluted or clogged and sewage systems clogged, which presents an immediate and life threatening situation related to risk of dehydration and the dangers associated with infectious and communicable diseases.

Recognizing the need and importance of interventions that enable normalisation of people's lives, especially access to potable water, UNDP in Serbia and the Government of Romania designed a project that will restore the sewage systems and provide basic sanitary facilities and access to potable water in Kladovo, Majdanpek and Negotin.

This project uses know how and lessons learned from the ongoing *"Facilitating Access to Water and Reducing Threat of Pollution in Seven Flood-Affected Municipalities"* project, through which UNDP supported six municipalities to bring back to normal water supply and sewage systems. This project has proven to provide valuable assistance and contribution to normalization of life of affected communities.

The project will also address the needs of vulnerable social and minority groups whose water and sewage conditions have been significantly affected by the floods. This is the case with all three municipalities where most of villages have their own water and sewage systems but are not under Public Utility Companies (PUC) jurisdiction. Such is the case with:

- Negotin: Mihajlovac, Vratna, Urovica, Prahovo, Slatina etc
- Majdanpek: Boljetina, Golubije, Donji Milanovac etc
- Kladovo: Grabovica, Velesnica, Brza Palanka etc

More concretely, the project will work by applying area-based, multi-dimensional and integrated approaches in the affected areas to restore capacities and coping mechanisms of Local Self-Governments in particular of Public Utility Companies in order to lead the recovery process with a strong focus on health and environment issues stemming from either clogged sewage systems or polluted water supply systems. Therefore the main contractors will be Public Utility Companies (where possible) which have water and sewage in their work portfolio thus making sure that the operational cost are minimized and to ensure the proper maintenance of the performed works and/or procured equipment.

Direct project beneficiaries are communities in three municipalities in Serbia, as shown in the Table 1 below.

No	City / Municipality State of Emergency in force still	Population (mid 2012)	Men	Women	Children (under 5)
1	Negotin	36,452	20,915	22,503	1,703
2	Majdanpek	23,703	11,807	11,896	1051

3	Kladovo	23,613	11,556	12,057	893
	Total	83,768	44,278	46,456	3,647

Kladovo is a municipality from which 370 people were immediately evacuated and they also had one victim. From Tekija community (Mesna Zajednica) 300 people were evacuated and this community suffered the biggest destruction as flash floods and landslides destroyed a number of houses, public institutions, agricultural land and bridges.

Majdanpek is an eastern municipality which boarders Romania as well as Kladovo. Heavy rain had caused many problems, but the most affected was the village Boljetin where more than 20 households were underwater.

Negotin is the third flood-affected municipality in the eastern part of Serbia. During the floods the bridge that connects Negotin and Kladovo was destroyed and disconnected this municipality with the neighbouring municipalities. The worst situation was in the villages Dušanovac and Samarinovac where complete villages had to be evacuated. Flooded houses were also in villages Urovica, Slatina and Mala Kamenica.

Their local administrations and emergency centres have been continuously working since the onset of the crisis. Maintaining water and sewage systems is legal obligation of the local governments and therefore there are no legal obstacles related to obtaining permits and licenses.

The project will be implemented in close cooperation with the national and local authorities. The main national counterparts are municipalities of Kladovo, Majdanpek and Negotin, with whose representatives i.e. the Public Utility Companies the activities will be closely coordinated and implemented. Close coordination will be done with the Emergency office as well as with other relevant Ministries if needed. The project will be executed with these partners under the **Direct Implementation Modality**.

The UNDP will use fast track procedures in order to be able to deliver assistance in the shortest possible time, at the same time ensure time ensuring transparency, efficiency and quality.

V. OBJECTIVES AND ACTIVITIES

In order to restore normal functioning of three municipalities as quickly as possible and to mitigate the effects of the floods, there is an immediate need for unclogging of sewage and cleaning of water supply systems in three municipalities in flood-affected area. The proposed project will accomplish this through simple, easily executable actions that will have a positive effect on citizens' lives in that region.

The overall objective of this project is to contribute to recovery actions taken by the Government of Serbia through provision of direct recovery assistance to municipality affected by floods. This objective also shows the commitment of the donor community to activity work on effective rehabilitation of the flood affected areas, in support of sustainable livelihoods.

The aim of the project is to initiate direct recovery actions in the water and sewage sector as soon as possible with one specific output:

- Sewage and water systems in three flood affected municipalities unclogged and operational

The project result will be realised through the implementation of a set of planned activities that include:

Activity 1: Preliminary damage assessment of water and sewage systems in three flood-affected municipalities

Assessment of water and sewage supply systems in three flood-affected municipalities performed through field and sites visit. An operational and functional review of sewage and water systems will help to identify and discuss project priorities with key stakeholders (representatives of Local Self-Governments and Public Utility Companies). Analysis will serve to map priorities to be implemented through this project and PUCs in terms of where they can directly implement specific activities.

Activity 2: The workplan prepared and the implementation of main priorities conducted

The UNDP will make specifications necessary for procuring: 1) all necessary goods and b) all necessary services. For this purpose UNDP will use fast track procedures in order to be able to deliver results efficiently and on time.

Promotion/visibility will be used to inform the general public and project stakeholders about the results. The promotional activities will commence with the official signing of the Project Document between the UNDP and the Embassy of Romania in Serbia. The most important activities and results will be communicated through social and traditional media. Detailed communication plan will be developed during the inception phase.

Final event will be organised to present the overall result of the project.

VI. ANNUAL WORK PLAN

Year: 2014-2015

EXPECTED OUTPUTS *And baseline, indicators including annual targets*	PLANNED ACTIVITIES *List activity results and associated actions*	Nov	Dec	Jan	Feb	Mar	RESPONSIBLE PARTY	PLANNED BUDGET Funding Source	Budget Description	Amount
Output 1 Sewage and water systems in three flood affected municipalities unclogged and operational Baseline: Around 80.000 citizens affected by the floods in 3 municipalities. Increased risk of faecal and water infections (dysentery, typhoid, hepatitis etc). More baseline data will be provided upon the finalisation of the survey at the household and municipal level Indicators: 6 pumps purchased At least 3 sewage systems cleaned. Targets: 3 municipalities have their sewage systems unclogged. 3 municipalities have the functioning of water supply system back to normal. Related CP outcome	1. Initial damage assessment and procurement of services finalised	x	x	x						
	- Two experts engaged (water and sewage)						UNDP	Romanian MFA	71300-National Consultants	6,000.00
	- Assessment of sewage, mud and water pumps conducted as well as the rapid prioritization of existing needs and works on site						UNDP	Romanian MFA	71400-Contractual Service Individuals	2,500.00
	- Snap procurement initiated						UNDP	Romanian MFA	74500-Sundry	555.56
	- Purchase of supplies, commodities and materials									
	2. Sewage and water systems unclogged									
	- 3 companies contracted for unclogging and cleaning						UNDP/PUCs	Romanian MFA	72100/72200-Company Contracts	36,000.00
	- Sewage and mud on site works facilitated						UNDP	Romanian MFA	74200-Printing&Visibility	1,500.00
	-Monitoring of works						UNDP	Romanian MFA	71400-Contractual Service Individuals	7,500.00
			X	X	X	X	UNDP	Romanian MFA	71600-Travel	1,500.00
									Subtotal Direct Project Costs	55,555.56
									General Management Services 8%	4,444.44
									TOTAL PROJECT COST	**60,000.00**

VII. MANAGEMENT ARRANGEMENTS

The project will be executed under the Direct Implementation Modality. UNDP will take overall responsibility of the project implementation. The Project Organization Structure is the following:

The Project Steering Committee is a group of representatives of institutions from the national level whose competence are relevant for the implementation of specific project activities and one representative of the Donor. The Project Steering Committee is responsible for making (by consensus) management decisions for the project and guidance to the Project Manager, including recommendation for approval of project plans and revisions. The Steering Committee considers reports on the implementation of the project and directs its future course.

Steering Committee decisions should be made in accordance to standards[2] that shall ensure best value to money, fairness, integrity, transparency and effective international competition.

Project reviews that are performed by the Steering Committee are made at designated decision points during the running of the project, or as necessary when raised by the Project Manager. The Project Steering Committee is consulted by the Project Manager for decisions, when tolerances (normally in terms of time and budget) have been exceeded. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and external bodies.

Project Assurance is the responsibility of each Steering Committee member. In accordance with the obligations and responsibilities that Steering Committee members have on the project, this role can be delegated. Steering Committee ensures the quality of the project by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. UNDP representatives participate in the Project Steering Committee and ensure the quality of the project. Managerial and administrative accountability will be ensured through periodic field visits and spot checks.

The Executive role is taken by the UNDP RR/UNRC, as responsible party in the project, and the Senior Supplier is UNDP ARR. Implementing partners of the UNDP are municipalities of Kladovo, Negotin and majdanpek while the coordination at the central level will be done with the Office for Assistance and Reconstruction of Flood Affected Areas

The **Project Manager** is representative of the UNDP that coordinates implementation of project activities in accordance with Project document and revised project document (if appropriate), coordinates reporting and is responsible for achieving project results. Project Manager has the authority to run the project on a day-to-day basis on behalf of the Steering Committee within the constraints laid down by the Committee. The Project Manager is responsible for day-to-day management and decision-making for the project. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

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[2] UNDP Financial Rules and Regulations: Chapter E, Regulation 16.05: a) The administration by executing entities or, under the harmonized operational modalities, implementing partners, of resources obtained from or through UNDP shall be carried out under their respective financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. b) Where the financial governance of an executing entity or, under the harmonized operational modalities, implementing partner, does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition that of UNDP shall apply.

The **Project Support** role provides project administration, management and technical support to the Project Manager as required by the needs of the individual Project Manager.

For more effective implementation of project activities and achievement of expected results of the project special working or focus groups can be set up, composed of representatives of UNDP, the implementing partners and relevant institutions.

All deliverables produced during the project term, will bear the **UNDP and donor logo and visibility elements,** and, where appropriate, the standard **UNDP disclaimer**.

VIII. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP's Programme, Operations Policies and Procedures (POPP), the project will be monitored through the following:

Within the monthly cycle

- On a monthly basis, the Project Manager will record progress towards the completion of key results, including the quality assessment An Issue Log shall be activated in Atlas or in Word document (if Atlas is not available) 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 or in Word document (if Atlas is not available) and regularly updated by reviewing the external environment that may affect the project implementation.

- Based on the above information recorded in or outside Atlas, a Project Progress Reports (PPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format (to be provided by UNDP).

- A Monitoring Schedule Plan shall be activated in or outside Atlas and updated to track key management actions/events.

Final:

- **Final Project Report** (narrative and financial) shall be prepared by the Project Manager and shared with the Project Board at the end of the project.

IX. QUALITY MANAGEMENT FOR PROJECT ACTIVITY RESULTS

<table>
<tr><td colspan="4">OUTPUT 1: Sewage and water systems in three affected municipalities unclogged and operational</td></tr>
<tr><td>Activity Result 1 (Atlas Activity ID)</td><td colspan="2">Initial damage assessment performed and procurement of equipment and works finalised</td><td>Start Date: mid November 2014
End Date: mid March 2015</td></tr>
<tr><td>Purpose</td><td colspan="3">To provide inputs for the project engagement, specification for the procurement, monitoring of delivery of procured machines.</td></tr>
<tr><td>Description</td><td colspan="3">▪ Experts engaged
▪ Assessment of sewage and water issues conducted as well as the rapid prioritization of existing needs
▪ Snap procurement initiated
▪ Purchase of supplies, commodities and materials
▪ 3 companies contracted for unclogging and cleaning
▪ Monitoring of sewage and mud pumps delivery
▪ Sewage and mud on site works facilitated</td></tr>
<tr><td colspan="2">Quality Criteria
how/with what indicators the quality of the activity result will be measured?</td><td>Quality Method
Means of verification. What method will be used to determine if quality criteria has been met?</td><td>Date of Assessment
When will the assessment of quality be performed?</td></tr>
<tr><td colspan="2">▪ 3 municipalities have their sewage systems unclogged and/or reconstructed.
▪ 3 municipalities have their water systems cleaned and/or reconstructed.</td><td>▪ Assessment report
▪ Monthly reports
▪ Transfer of titles of procured goods</td><td>November and December 2014</td></tr>
</table>

X. 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".

ANNEX 1 RISK LOG MATRIX

#	Description	Category	Impact & Probability	Countermeasures / Management response	Owner	Author	Date Identified	Last Update	Status
1	Water and sewage systems in targeted municipalities may not be completely functional due to high volume of damage and lack of funds	Financial	Medium impact (3) Medium probability (1)	The project was prepared based on the request from the Donor and in cooperation with relevant local partners.	Project Manager	Project developer	October 2014		
2	Initially planned project timeframe may not be sufficient to deliver all outputs which may result in project failing to achieve its results within the planed timeframe	Organizational	High impact (5) Low probability (2)	Careful planning and timely procurement and contracting	Project managem ent	Project developer	October 2014		