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**THE ARAB REPUBLIC OF
EGYPT**

**National Organization
for Potable Water
and Sanitary Drainage
NOPWASD**

**Governorate of
Minia**

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**THE REPUBLIC OF
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**Ministry for
Foreign Affairs,
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Development Cooperation**

**REGIONAL WATER SUPPLY AND SANITATION
PROJECT IN BENI SUEF
GOVERNORATE**

Rapid Assessment Report

15 September 1997



IRC International Water and Sanitation Centre

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Background

The Regional Water Supply and Sanitation Project in Bent Suef Governorate, Egypt, was mobilised in August 1993. The first phase of the Project was initially planned to be completed by the end of 1995. It was later decided to extend Phase I by one year to be completed by the end of 1996. Phase II was initially prepared to be implemented from 1997 to 2000 but, due to the weak enabling environment in Bent Suef Governorate, the Ministry for Foreign Affairs decided to commit to the project, for the time being, only on an annual basis.

The Project area covers the districts of Beba, Fachen and Sumusta in Beni Suef Governorate. The primary objective of the Project is the strengthening of provision of safe potable water and sanitation services with sufficient accessibility to the population. The Project has been divided into five components:

- (i) pilot schemes;
- (ii) sector planning.,
- (iii) institution building and management development;
- (iv) human resources development; and
- (v) community participation and involvement of women.

The mission

The mission took place from 3 August till 7 August. Its purpose is stipulated in the TOR as follows:

- (i) review the present stage of the reform of the water supply and sanitation sector.'
- (ii) review the progress of the Project during 1997 in comparison to the work plan;
- (iii) review the present status of the enabling administrative environment in the Governorate, particularly in regard to the establishment of the Economic General Authority (EGA) to be responsible for water supply and sanitation; and
- (iv) recommend measures to be taken to continue or terminate the project activities.

The programme of the mission was as follows:

- 3.8 Opening discussions in the Embassy of Finland
- 4.8. Introductionary meeting with H.E. the Governor
- Introductionary meeting with the Chairman of EGA/Beni Suef
- Review interviews with the Project Staff (heads of sections, components)
- 5.8. Review interviews continued
- Review interviews with EGA department heads
- Review of written material
- 6.8 Review of written material continued
- Discussions with the Project co-ordinator

- Writing of Debrief notes
- 7.8 Debriefings
- H.E. the Governor
 - Chairman of EGA/Beni Suef
 - Embassy of Finland

The persons interviewed are presented in Annex II. The Written material submitted by the Project for the Rapid Assessment are presented in Annex III.

Methodology

The Progress of the Project is assessed in reference to the following two reports:

- Review of Phase I and Appraisal of Phase II of Regional Water Supply and Sanitation Project in Beni Suef Governorate, November 21, 1996, and
- Regional Water Supply and Sanitation Project in Beni Suef Governorate, Revised Workplan 1997, February 1997

It should be noted that the revised Workplan was accepted by the ministry for Foreign Affairs of Finland on the 20 February, 1997 and by the Governorate of Beni Suef first on the 31 July, 1997. It was then sent for the acceptance by the relevant Egyptian Authorities in Cairo. It had not yet been processed by the time of the mission.

The methodology used in the rapid assessment is:

1. Structured interviews of the Governorate officials (Governor, Secretary General) to review the political will.
2. Structured interviews of the top management of the EGA (Chairman, Deputy Chairman) to review the will to develop and visions on the future role of the project.
3. Structured interviews of the department heads of the EGA to review the vision of the mid management of the EGA of their future tasks and their expectations of the new organisation and status of the EGA
4. Structured interviews of the Project staff to review their understanding of the progress of the Project (in addition to the written reports).
5. Review of the written reporting of the Project in 1997.

Findings

The delay in official acceptance of the revised Workplan had somewhat hampered the progress of the Project. However, the Project had considered it being the document according to which they were supposed to work immediately after it was accepted by the Ministry, as the unofficial talks with the Egyptian party revealed no opposition to do so.

The progress versus the Workplan, written by the Project, is presented in annex IV. However, the presentation does not directly refer to the indicators of achievement presented in the Workplan. The mission is of the opinion that the activities reported follow the Workplan. Most of the achieve indicators presented in the Workplan can be interpreted from the report. Those for component A, Participation in the Establishment

of EGA, are the most difficult to verify. The opinion of the mission, based mostly on the structured interviews, is that the role of The Project in the establishment of the EGA had been supportive, as planned. The real extent of the success is too early to judge. However, in formulation of a "model Markaz" the Project has obviously been successful to the extent it has been possible taking into consideration the late official establishment of the EGA/Beni Suef.

The activities in component B, Sector Plan for the Project Area, have been aiming to the expressed target. They have not all been achieved yet but to the degree where it is possible to see an impact. Work was currently carried out during the mission.

Activities in component C, Increasing of Management and O & M Efficiency of WS & WW Systems, has concentrated in practical level training through involving the Egyptian sector staff (now EGA staff) in physical improvements and simultaneously providing training to them. The reporting of the activities is rather technically oriented but the interviews verified that there has been capacity building for those involved in the work (doing and deciding). However, the work still has to be continued as there is no indication yet that the new skills have really been adopted by the EGA/Markaz employees.

Review of the achievements in component D, Environmental Development, indicates progress, steady but slow. At surface, discussion level, partners show great interest. However, in practice the real break through still let wait for itself. Progress in this sector is strongly hampered by the fact that the responsibility of service provision/facilitation is divided to two administrative lines: the EGA for wastewater and its mandate is interpreted widely also on-site-sanitation, and Local Units (local administration) for solid waste management. The pilot/model management system in El Fashen is operational, but still requires support from the project. Until the mission it can be regarded as a success. There are parts of the developed system which do not operate without further efforts, such as sales of end products, but in general, the system is working managed by the Local Unit. Design of latrines had improved. Construction in masses is still to come. Financing of the construction is rather difficult, and negotiations were going on.

The preparation of the annual Workplan indicates that the Project has taken up the recommendations of the Review of Phase I and Appraisal of Phase II of Regional Water Supply and Sanitation Project in Beni Suef Governorate, November 21, 1996, to reorientate the Project during 1997.

The recommendations of the above mentioned document are presented below in *italic* and the findings of this mission right under each one. The numbering follows the original one in the quoted report

(w) The project should not spend further time on broad sector plans for the Governorate, which would be better handled by EGA's consultants who will be concerned with developing head office capacity and systems. Instead, the project team needs to spend much more time developing an overall strategy for its work

The revised Workplan was made using participatory methods in close co-operation with the stakeholders in Beni Suef Governorate.

(x) The problems being experienced by the project are social and political rather than technical. All future project activities should seek to build political support for the sector, and be designed to integrate social and technical aspects. The present division between "community participation" elements, carried out by one group of staff, and "technical" elements, carried out by another, needs to be eliminated. Technical and social aspects should be given equal institutional weight. The project needs to establish itself in a truly inter-disciplinary method of operation, and to create an awareness within the agencies that it is assisting that this approach is essential for sustainability. This would be assisted by arranging joint training for technical and social staff.

A change in working procedures had taken place. The technical and the social staff of the project had started to work in closer integration than before. However, there still is a need to institutionalise the practise inside the EGA.

(y) A careful review of project-supported operations and policies should be made to ensure that there are no unintended adverse consequences due to lack of integrated development; for example, that water supply is not increased by promoting house connections without any parallel provision for improved drainage. This is clearly of particular concern in villages where houses are predominantly of mud brick, where floors may be damaged by spilled water, and where mud walls may deteriorate due to damp conditions.

No special actions were reported. However, there were activities towards alternative sanitation options in the form of studies on on-site-sanitation options by the local women co-ordinators and continued design and finalising of the construction works already started earlier.

(z) Project activities which would not have been completed by the anticipated closing date of the first phase (December 31, 1996) should also be carefully reviewed, in order to decide whether they should now be wound up, or carried through to completion. Any funds remaining from activities which are wound up should be reallocated to other continuing activities; there does not appear to be any justification for cancellation of funds.

The recommendation is taken into the Revised Workplan 1997.

(aa) As EGA begins to define its structure, procedures and policies, RWSSP will need, in parallel, to work at the Markaz level in assisting in the establishment of viable water supply and sanitation operations. There will need to be direct continuous communication between EGA's central office, and EGA's consultants assisting in institution-building at that level, and the RWSSP, if conflicts and wasteful duplication of effort are to be avoided. RWSSP will need to pay greater attention to matters such as HRD for upper level staff, and broadening the technical assistance to cover topics such as cost recovery and financial management, which until now have attracted little attention.

Component A in the Revised Workplan 1997 has been written as recommended. Reported activities have had a leading role in the carried activities.

(bb) The project should broaden its understanding of "software". Its efforts to date seem to have been focused almost entirely on the LWC system: public and consumer relations have been neglected. The obvious example is Sumusta, where lack of effective and timely response by the project threatens its credibility.

A change in approach was observed. Clear improvement achieved.

(cc) Regarding standposts: the pilot units have shown the need for significant redesign to improve features such as convenience of use, avoidance of damage to taps and other components, larger slab areas, and greatly improved drainage and sullage disposal facilities. There are problems with both the number and, in some cases, the location of the new standposts, which suggests that there may have been some failure in the consultative process with the intended users (or possibly between the technical and social project staff involved). This needs to be rectified before additional installations are made.

Standpost design had been revised. Observations on the locating process were not clear enough to take a stand.

(dd) Regarding sullage disposal, besides the concerns over house connections (see above), even with standpost water supplies here are problems to be solved: there are no well-thought-out ways for sullage disposal, and the innovations introduced by the project (disposal sumps discharging to evapotranspiration beds) do not appear to be popular, possibly because they are too complicated and do not benefit anyone

No special activities on sullage were reported

(ee) To ensure sustainability of the new or rehabilitated physical facilities, the project should ensure that the necessary support for operation and maintenance (workshops, spare parts, etc.) are provided at the same time, appropriate manuals developed, and the necessary training given to staff and village caretakers.

There has been a workshop on O&M and manuals for electrical designs and installations of the Sumusta compact unit, maintenance workshop and ground water intake. There has also been training of the operation and maintenance staff, preparation of the O&M manuals and improvements of the treatment process for the Sumusta compact unit. There has been training courses for various groups under the HRD programme of the project.

It can be stated that there has been attendance on the recommendation, however, the work has to be continued still.

(ff.) The ID approach, which has so far dominated project thinking, should be changed to a gender-specific approach, which means that both women and men's different needs and interests get attention. This has major implications for the staffing of extension activities, which will now need to include men also.

There has been efforts to address both men and women in their specific roles, direction is correct but improvement is still needed.

(gag) It will strengthen the village pilot activities if the community participation approach is changed, to make it less top-down, and more attention is paid to the needs and priorities of the village men and women.

See the previous finding.

(hh) Both the monitoring system for the project as a whole and that for the community participation component have certain defects. They need to be revised to make effective monitoring possible.

The revised Workplan is presenting a new set of indicators. There is a more modern trend in the indicators but their real applicability could not be verified during the mission

(ii) The extension workers (at present only the LWCs, but in future also including men) need training in modern partnership methodology, and need to have a defined career path and opportunities. This means that this class of staff need to be formally included in the EGA organisational framework, and treated on the same basis as any other employees.

The worry of the mission in 1996 is still valid in 1997.

(jj) HRD should be extended to the village level, for example by providing some technical training for the caretakers who look after standposts and washing places, and training in simple book-keeping so that village groups can administer and collect charges for the use of standposts and washing places. This is essential for sustainability. This training should also help to enhance the prestige of standpost systems in the eyes of the villagers (and also perhaps in the eyes of the technical planners).

Activities to follow this recommendation are reported.

(kk) Resource centres should be established, at least at markaz level, which would contain documentation and materials for village-level use (these of course should be supported through the recommended Consumer Relations Department within EGA). The semi-completed Training Centre in Beni Suef, which the RWSSP was to equip, should probably be considered as a potential location for the EGA central unit (see Section 5.6).

Activities to follow this recommendation are reported.

(ll) The MSW component, which shows great promise, should be strengthened.

- 1. An institutional "parent" needs to be found for this component, so that it is put on a footing comparable with the others.*
- 2. An evaluation should be made of the existing El Fashn operation, in order to determine why it is having problems with sustainability, since with proper*

management it seems to have the potential to be viable. This evaluation could include, besides RWSSP staff, representatives of other Marakez, so that they could examine any issues relating to replicability in their districts.

3. Pilot MSW activities should begin in the villages, to complement the water supply and sanitation improvements and ensure full environmental and health benefits from the project. Most village wastes are organic, and recycling through composting or co-composting appears likely to be the most appropriate disposal system. Launching such activities will require finding suitable sites, identifying people who would be prepared to take responsibility, and devising some funding mechanism, through local government support, household contributions and/or sale of compost. In parallel, villages should be encouraged to suggest other ways in which their living environment could be improved, and the project should be ready to support these ideas if found feasible.

B. The composition of the RWSSP team should be substantially reformulated. The objective should be to shift towards all-Egyptian management and execution, which is obviously critical if the effects of the project are to last.

1. The first significant change should be to ensure that as many Egyptian staff as possible are full-time, not part-time. Staff seconded from the EGA or other Governorate organisations need to be released from their other duties for the duration of the project (while being guaranteed secure re-entry to their parent organisations). The most critical position in this respect is the National Project Director: he should be full-time, and should be the senior professional in the project, with his Finnish counterpart acting as his adviser.

2. All Egyptian staff other than those directly seconded should be engaged through EGA (or the appropriate organisation for MSW), and paid out of the Egyptian contribution. This would ensure that knowledge and experience derived from participation in RWSSP activities would remain, as far as possible, within the Governorate. It would also help to eliminate the problems over inconsistent conditions of employment, which have been the subject of complaints during the first phase. At the same time, EGA should agree that it will provide staff of the calibre required, even if this means that EGA will have to engage staff from the private sector at salaries that are significantly higher than those it can offer to its own permanent employees.

3. Expatriates working on the project should be classified according to their duties, responsibilities and experience (adviser, assistant adviser, research associate, etc., or some other acceptable system). It is clearly causing concern when a younger, less well-qualified expatriate is placed over a senior Egyptian. In future, long-term expatriate staff should be senior and highly experienced, and in an advisory capacity to their Egyptian counterparts.; junior expatriates should be used as researchers or to conduct particular investigations, training courses, etc.

4. The system whereby "incentives" are paid out of external funds to seconded staff should cease. These additional payments should be paid from local funds (as is the case at present with water supply staff, who receive a 60% incentive in addition to their base salary). This will help to establish a system of payments based on merit and performance within EGA, which is essential if high-quality staff are to be recruited and retained.

The reporting concerning the above group of recommendations fell out of the rapid assessment mission due to lack of time. However, it appeared that the work in solid waste management had proceeded rather similarly compared with the observations in 1996. What had happened in remuneration did not become evident during the mission. Reformulation of the RWSSP team was under way. It is now more possible than before to do so as the EGA has now been established. This fact leads to a situation where the **whole** project structure has to be revised.

Conclusions

Present stage of reform

After many delays the EGA of Beni Suef has now been established. The establishment can be considered to actually have taken place when the Chairman was nominated during the last week of July 1997. By the time of the mission already all the key posts (department heads and heads of branches) and a total of 2300 staff had been nominated/transferred. This is an indication of swift action as soon as the obstacles delaying the establishment were removed. The functioning of the new organisation was still searching its ways. The Governorate/Secretary General still wants to hold a control over the EGA. This was said to be a legal obligation as long as the EGA will receive a subsidy from the Government.

The development of the EGA is in a very early stage and its direction can be influenced. The upper structure (management) of the EGA/Beni Suef has started to lay rules and regulations for the operation of the organisation. The sentiments seem to be rather strongly for a commercial enterprise where all services are sold, not given as a social service. However, there were expressions of the social aspect of the EGA's function in the form of emphasising the duty of local level administration to provide access to services also to the poorest segment of the society.

Progress of the Project

The progress of the Project versus the Workplan has been satisfactory. The reorientation envisaged in the Workplan has taken place. Prioritisation of the activities correspond with the planned results. Taking into consideration the resources given to the Project, the progress has been good also versus the recommendations of the mission in 1996. However, the choice of expertise rendered for the Project could have been even more institution and capacity building oriented. The apparent enthusiasm of the parties, especially that of the Egyptian staff, to improve the practices may lead to confusion, where emphasis is given to secondary issues like logistical pressures induced by the EGA.

There is a considerable improvement in the co-ordination inside the project between the technical and the social activities. However, the understanding of public participation is still rather narrow. Its role in commercially operated organisation is not clear. The importance of customer relations, community relations, for a utility, water and sewerage service provider, is not fully understood even inside the project, not to mention the EGA itself.

Enabling environment

The new governor seemed to favour the establishment of the EGA. His swift actions in getting things moving is a good indication of this. The nomination of the Chairman of the EGA was, however, done by the previous Governor as one of his last actions as the Governor of Beni Suef. The strong opinion of the Secretary General to have a hold of control over the EGA, and to be the link between the EGA and the Project is an indication of old thinking. If it is true, that there must be a control (legal obligation) as long as there is a subsidy, his opinion is not in contradiction with the development of the new commercially operated EGA. The quick response from the sector persons in Beni Suef to start the EGA indicates a will inside the sector to develop. A part of the enthusiasm may be linked to the prospects of increased personal benefits, as the EGA is reported to have the right to deviate from the governmental rules of salary/wages scales.

The role of the Project and the type of organisational arrangement, a separate project organisation, is not justified any more in the new situation. A new reorientation and reorganisation is needed to correspond the rapid development in the EGA.

Recommendations

The swift change in the development environment in Beni Suef Governorate and the results achieved during the past year justify the continuation of the involvement by the ministry for Foreign Affairs of Finland, Department for international Development Cooperation. The results achieved by now may be lost if the support is withdrawn rapidly. However. A project in its present form is not justified any more. The work done until now has laid a basis for continuation in a developed form, rendering supporting services to the development of the EGA, which the management and the staff of it must do themselves.

It is recommended that the support to the development of the EGA in Beni Suef Governorate is continued conditionally. To launch first a reorientation phase of half a year, to directly follow the present bridging phase, would first of all provide a change to change the set-up of the Project to better fit the present situation and the prospect of development, for the second provide adequate time for a true participatory planning of a next phase of the intervention, and for the third test the will of the new EGA (its management and staff) to develop.

The next, properly planned phase could be for example for a three years period. A shorter stage would not enable a **structured dialogue based development** of the organisation. A persistent abstention from carrying an operational responsibility by the expatriate experts, which is a prerequisite for sustainable development of the EGA, can be achieved through posting the technical assistance experts as advisers inside the EGA organisation. There will certainly also be set-backs, disappointments, in achievement of the targets. They are natural and belong to the **learning process**. Development of an organisation requires a change in behaviour of the people inside the organisation. This will take time. To allow time is a prerequisite for sustainability.

As the learning process involves adults, who already have their personal history and experience, the learning process (the involvement/project) has to be structured to follow the adult learning cycle, which is an experimental learning cycle. There are four major steps in the cycle; Experiencing, processing, generalising and applying. Because of this, there must also be a possibility to invest in improvements (physical improvements). These can, and should, be designed to serve the learning process only. Otherwise they would become a shortcut purpose to achieve development/improvement which is not sustainable.

Concentration on support of development of a "Model Markaz" is recommended as the EGA is structured to have an operational unit, called a branch or division, in each Markaz, and a central unit as a headquarters. The foreseen USAID involvement will be directed first to institutional development at central level, then the own will of the EGA to develop will be tested through evaluation of the own input of the EGA. If the result is positive a strong investment phase will follow. It will be directed to wastewater treatment and collection, starting from the centres (urban type).

Solid waste management does not belong to the activities of the EGA. If the purpose is to support the development of the EGA, the present solid waste management component should be phased out. The need and demand to tackle also this part of the environmental sanitation could be responded through a parallel project, provided the resources permit it. The Egyptian administrative culture makes it virtually impossible to successfully manage operations belonging to two administrative lines through one project. The above does not mean phasing out of the sanitation component totally. It is recommended that the sanitation component is continued, concentrating on alternative methods of on-site-sanitation and improved management of the existing WW systems.

Annexes

TERMS OF REFERENCE**FOR RAPID ASSESSMENT OF THE STATUS OF
REGIONAL WATER SUPPLY AND SANITATION PROJECT
IN BENI SUEF GOVERNORATE****Background**

The Regional Water Supply and Sanitation Project in Bent Suef Governorate, Egypt, was mobilised in August 1993. The first phase of the Project was initially planned to be completed by the end of 1995. It was later decided to extend Phase I by one year to be completed by the end of 1996. Phase II was initially prepared to be implemented from 1997 to 2000 but, due to the weak enabling environment in Bent Suef Governorate, the Ministry for Foreign Affairs decided to commit to the project, for the time being, only on an annual basis.

The Project area covers the districts of Beba, Fachen and Sumusta in Beni Suef Governorate. The primary objective of the Project is the strengthening of provision of safe potable water and sanitation services with sufficient accessibility to the population. The Project has been divided into five components:

- (i) pilot schemes;
- (ii) sector planning;
- (iii) institution building and management development;
- (iv) human resources development; and
- (v) community participation and involvement of women.

Purpose of the Mission

The purpose of the Mission is to:

- (i) review the present stage of the reform of the water supply and sanitation sector;
- (ii) review the progress of the Project during 1997 in comparison to the work plan;
- (iii) review the present status of the enabling administrative environment in the governorate, particularly in regard to the establishment of the Economic General Authority (EGA) to be responsible for water supply and sanitation; and
- (iv) recommend measures to be taken to continue or terminate the project activities.

Composition of the Mission

The Ministry for Foreign Affairs of Finland has assigned Mr. Heikki Wihuri, Consultant (IRC) to undertake the tasks of the Mission.

Timetable and Reporting

The field mission is scheduled to be carried out in August 1997, as an extension of Mr. Wihuri's mission for the preparation of a project document for Water Supply and Sanitation Development Plan for the Minia Governorate. The Mission shall submit its preliminary findings to the Embassy of Finland in Cairo by the end of the field mission, and draft report to the Ministry by end of August, 1997.

Mandate

The Mission will carry out its tasks in close co-operation with the local authorities. It is entitled to discuss with the relevant authorities any matters related to this assignment, but is not authorised to make any commitment on behalf of the Ministry for Foreign Affairs of Finland.

Marjatta Rasi
Director General

Annex II

List of persons Interviewed:

Position	Name
Governor of Beni Suef	H.E. Said Mohammed Ali Al-Naggar
National Director and secretary General of Beni Suef Governorate	Mr. Hossein Abdel Kawi
Chairman of EGA	Gamal Fahmi Musa
Vice chairman of EGA	Mohammed Ali Metwali
Chief Engineer Construction	Mr. Mohamed Nagi
Chief Engineer Design	Mr. Hassan Abdel Atty
Chief Engineer Wastewaters	Mr. Anwar Mohamed Manaf
Chief Engineer Planning	
Water Chemist	Ms. Dina Omar
Community Participation Specialist	Ms. Fayza Abdel Rahman
Electrical Engineer	Mr. Hassan Anwar
Mechanical Engineer	Mr. Adel Abu Taleb
Solid Waste Specialist	Mr. Mohamed Soiliman Abdel Hafiez
Training Specialist	Mr. Ahmed Taha
Workshop Manger	Mr. Fayez Iskander
Consultant, Hydrogeology and Drilling Expert	Mr. Ashraf Farouk
Administator	Mr. Saad Radwan
Section Assistant	Ms.Reem Galal

**REGIONAL WATER AND SANITATION PROJECT
IN BENI SUEF GOVERNORATE**

**REPORTS AND DOCUMENTS GIVEN TO MR. HEIKKI WIHURI
FOR REVIEW OF THE PROJECT**

1. Progress reports

1A: Monthly reports

- * April 1997
- * May 1997

1B: Quarterly reports

- * Quarterly Report I/97 January - March 97
- * Financial Quarterly Report I/97 January - March 97

1C: Annual reports

- * Annual Report 1996

1D: Project Activities carried out 1.1-30.6.1997

2. Revised Work Plan 1997

3. Other reports

- * Progress Report for the Sector Plan.
Sector Plan Adviser Heimo Ojanen 7.1.1997
- * Compact Unit O&M. Draft Report of the Water Treatment Consult Paavo Vaittinen 26.6.1997.
- * Draft Reports of the Community Relations Adviser Tuulikki Hassinen Ali-Aziz:
 - Report on the On-Site Waste Water Treatment Pilot in Kom EL Saida. Beba. 30.06.1997
 - Water Consumption study. Parts 1-2. 08.07.1997
 - Water Consumption Study. Part 3. 14.07.1997.
 - Summary of identification of the report " Behavioural Aspects and Willingness and Ability to pay for Water Supply and Sanitation Services. July 1997.
- * Surface Water Resources Study, May 1997
- * Ground Water Resources Study, July 1997

4 Other documents

- * Water Management Meeting in Beni Suf 18.5.1997
- * Manual for Construction, Operation and Maintenance of Double Pit Latrine. July 1997.
- * Organisation Chart for EGA

**REGIONAL WATER SUPPLY AND SANITATION PROJECT IN
BENI SUEF
GOVERNORATE**

PROJECT ACTIVITIES 1.1 -30.06 1997

1. GENERAL

According to the revised Work Plan 1997 the project has minimised all investments during the bridging year 1997 and concentrated only on the Management Development and finalisation of the uncompleted implementation works. The other main components have been Sector Plan and Participation in the establishment EGA.

The training and different awareness campaigns as well as Lessons Learned of the pilot systems have been the most important activities. The community participation has been integrated more than earlier to the other components of the project to meet their needs.

2. ACTIVITIES BY COMPONENTS

2.1 Component A

Participation in the establishment of EGA

The project, financed by USAID, is mainly developing institutional and capacity building in the Governorate level. Thus RWSSP has concentrated on the decentralised markaz level units (branches), which will be operational units of EGA. The Project is developing a model branch in one markaz (Sumusta) of Beni Suef governorate.

- The Project has participated in the meetings of the transition committee.
- The Project has assisted the transition committee in the action to establish the new EGA
- Management and Financial Adviser visited the project 25.2-4.4 by assisting in preparation of the proposal for a reorganised markaz unit

Many activities, related to the pilot plants under the components C and D, started already in the very beginning of the project, are actually parts of the capacity building for EGA: Training courses, development of methods for supervision of design and construction works, quality control of contractors, understanding the importance of the proper maps for planning and designing etc.

The remarkable step in establishing EGA was taken in May (25.5) by nominating the Vice Chairman. The Chairman and board of directors were nominated 5.7. The designation of the other staff is going on. The project has assisted EGA in the beginning by giving technical assistance, supplying minor office equipment and arranging transport services.

2.2 Component B

Sector Plan for the project area

The main components of the Sector Plan are Water Resources Study and Physical Development Plan for the Project area. Water Resources Study will be one of the basic elements for the Physical Development Plan. A main target of the Physical Development Plan is to find technically, socially, environmentally and financially sustainable solutions for Water Supply and Sanitation in the project area.

- A report of the short term expert for the Sector Plan consultation in November - December 1996 was completed in January.
- Sector Plan Adviser arrived to the project 11.3.1997 to assist in preparation of the Sector Plan for the project area.
- Translation of the relevant parts of the report "National Plan for North Upper Egypt"
- Updating technical data of the existing water supply system was continued
- The study of existing water supply and sanitation plans was completed
- Final Draft reports of "the Surface and Ground Water Resources Studies" were prepared by the consultant in January 1997. Revision of the reports was started in March 1997 by the local consultant The final report of the Surface Water Resources Study was completed in May 1997. Revision of the Ground Water Resources Study-report is continuing.
- Water Resources Adviser visited the project 11.4-5.5 by assisting in preparation of the Ground Water Study and Surface Water Study and the presentations of the Water Supply Management Meeting.
- Water Supply Management Meeting was conducted in Beni Suf Sporting Club on 19th May 1997
- The survey of the service areas and network maps of the existing water supply systems was started at the end of May
- Community Relations Adviser visited project 31.5-16.6 by assisting the Water Consumption Study and summarising the other previous studies

- The study for Water Consumption Per Capita was started by community participation/local woman co-ordinators in June supported by the technical section. Study comprises different types of rural and urban households and several public taps.
- Draft summary report of identification of the previous study by the Project: "Behavioural Aspects and Willingness and Ability to pay for Water Supply and Sanitation Services" was prepared in June.

2.3 Component C

Increasing of management and O&M efficiency of WS&WW systems

During the bridging year 1997 the project has concentrated to finalise uncompleted implementation works, arrange training for O&M staff of rehabilitated plants and village caretakers as well as to prepare Lessons Learned reports and O&M manuals. The awareness campaigns have been arranged for the consumers and relevant authorities.

C1. Sumusta rehabilitation

- Rehabilitation of the existing water supply network in Sumusta City was completed
- As-built drawings of the rehabilitated water supply lines were completed
- Additional linking line for mixing the borehole water (ground water) and the water from the compact units (surface water) was completed. According to the water analysis water quality is now acceptable and complaints of the consumers have decreased.
- Rehabilitation of two compact units in Sumusta City was completed. The preliminary handing over and taking in use took place in June. There are, however, some minor remaining works to be finalised later.
- The container stores in the new location at the old elevated tank site in Sumusta City were completed.
- The additional room and facilities for water meter repair and calibration in the maintenance workshop were completed
- The fourth flushing of the distribution network in Sumusta has been done in February after the construction of the linking lines (connecting the dead ends)
- The follow-up of the water quality in the rehabilitated compact units and network has continued
- The Operation and Maintenance Adviser visited the Project 20.4-20.5 by assisting to facilitate Water Meter and Repairing Workshop and training the staff

- The Electrical Engineering Consultant visited the Project 12.5-29.5 by assisting preparation of the O&M manuals and checks of the electrical designs and installations of the Sumusta compact unit, maintenance workshop and ground water intake.
- The Water Treatment consultant visited the project 6-26.6 by assisting training of the operation and maintenance staff, preparation of the operation and maintenance manuals and improvements of the treatment process for the Sumusta compact unit

C2. Village water supply system

Scheme No. 1. El Gezira El Sharqiya in Gezeret Beba Village, Beba Markaz

- Follow-up of the scheme has been done occasionally
- Minor maintenance activities by the local unit and some local inhabitants

Scheme No. 2. Ghaiada El Sharqiya & al. in Gezeret Beba Village, Beba Markaz

- Follow-up of the scheme has been done occasionally
- Minor maintenance activities by the local unit and some local inhabitants

Scheme No. 3. Four villages in Mazoura, Sumusta Markaz

- The scheme was completed in April
- As-built drawings are under finalisation
- Minor maintenance activities by the local unit and some local inhabitants
- Follow-up of the scheme has been done occasionally

Public Taps

- Model contract for public taps and rules for using public taps have been discussed and developed inside the Project and in Beba Local unit. The procedure is continuing. The rules and instructions for the caretakers of the public taps are also under procedure.
- Two public taps have been rehabilitated in El Gezira El Sharqiya in May-June based on the new design for the drainage.
- Follow-up and awareness visits were started in June in co-operation with community participation and technical staff to advise local inhabitants to use taps correctly and maintain the taps and drainage systems in all three pilot schemes. The consumers seem to be satisfied in the above new design of the taps.

C3. Waste water system

- The tendering procedure for Mazoura was cancelled because of high quotations
- The proposed waste water treatment plant for Mazoura was cancelled and it was decided to convey sewage waters of Mazoura to Sumusta central treatment plant, which is under implementation
- A design contract for Mazoura sewage pipe collection system and pumping stations was awarded in January. Tender documents were finalised by the local consultant, received and handed over to the Housing Department by the Project in May. The tendering procedure has been prepared for announcement in June by the Housing Department.
- Some minor maintenance works were carried out in on-site waste water treatment unit and public washing place in Kom El Saida
- A field study was carried out in Kom El Saida by the local woman co-ordinators supported by Community Relations Adviser and Sector Plan Adviser concerning customers' opinions regarding on-site waste water treatment plant and problems when using the plant

C4. Management development

- Aerial mapping of El Fashen City has been completed and the work is continuing by collecting supplementary data to locate valves on the field. For the time being this work is stopped due to the lack of resources.
- The village workshops and maintenance centres in Mazoura, Dashtout, El Shantour and Bedhal were equipped in March with standard tool sets to make possible proper O&M activities. The operators were trained to use the tools at the same time.
- The same procedure was carried out later also for old Beba City, El Fashen City, Gezeret Beba and EGA.
- Water leakage devices were utilised in April in El Fashn to locate pipe leakages. About 50 leakages were found. Some minor checks have been carried out occasionally in the other areas.

C5. Human resources management

- The assessment of the manpower requirements and preparation of the job descriptions for Sumusta Markaz branch unit was continued
- Demonstrating the facilities of the workshop and water meter repairing to the staff in Sumusta

- A training course for the compact unit staff in Sumusta, Dashtout and Mazoura by the Treatment process consultant.
- A training course of the water quality controlling for the compact unit staff in Sumusta, Dashtout and Mazoura by the Water Chemist
- A training course for the local unit chiefs and network technicians in the supervision of the construction of waste water collection system
- Conclusions and collection of the material for O&M manuals were started. Recording the lessons learned of the rehabilitation of the Sumusta network and compact unit was continued.

C6. Community participation

- The home visit program concerning hygiene awareness in water supply and sanitation was continued twice a month by local woman co-ordinators. The questionnaires for home visits were developed in co-operation with technical staff to meet better to the needs and objectives of all components of the project
- In the beginning of the year 1997 six Local Woman co-ordinators were trained to work as supervisors for the other Local Woman Co-ordinators
- Community Relations Adviser visited the Project 31.5-16.6 by assisting in developing of the Home visit program, the water consumption study and the on-site waste water treatment study in Kom El Saida
- The monthly educational seminars were arranged to villagers in co-operation with local woman co-ordinators, village co-ordinators and outside lecturers (doctors, priests of the mosque, and sanitarians) related to the health, water supply and sanitation aspects.
A direct information transfer to the health authorities has also been increased by inviting them to attend the relevant project meetings.
- The educational seminars were arranged by LWCs for school children, nursery children and for house wives twice a month. They concentrated on the home hygiene.
- Several seminars were arranged monthly in co-operation with the Project and the Local Units, NGOs and Youth Centres for the young people (15-25 years), representatives of village councils and social departments to inform how to solve environmental problems. Both community participation and technical staff from the Project attended the seminars.

2.4 Component D

Consolidation of previous achievements in sanitation

During the year 1997 the Project has concentrated on the finalisation of the minor uncompleted contracts, preparation of O&M manuals, Lessons learned reports and the training of the

O&M staff. Several awareness campaigns and seminars have been arranged for consumers and relevant authorities.

D1. Village sanitation

- The design, construction and operation & maintenance manuals for the private latrines have been prepared and translated in Arabic.
- Follow-up of the implementation of the private latrines in the villages
- The negotiations about the financing of the new Latrine Project were continued with the Social fund

D2. Solid waste management in El Fashen

- Continuous follow up (trouble shooting) of collecting and composting system has continued
- Design and installation of the conveyor belt for the trommel screen was completed
- A tractor trailer was repaired
- Purchasing and installation of control board, electrical switch and feeding cable and modification of the inlet for the trommel screen
- New cost recovery system has been used in the solid waste management in the composting site
- Production of the composted material and grinding of plastics were started
- Improving the street cleaning system in El Fashn City by training and supplying some basic tools

D3. Human resources development

- Preparing job description for the Solid Waste Management Staff in El Fashen City.
- Training course for LWCs concerning demonstration latrines

- Training courses were arranged for the Solid Waste Management Staff to meet the required skills by the job descriptions
- Training courses were arranged for the tractor drivers

D4. Community participation

- Community participation activities mentioned in the Chapter C6 (home visit program, educational seminars and awareness campaigns have been combined with components C and D).
- Three awareness campaigns of the private latrines were arranged in June in the villages for NGOs in co-operation with community participation and technical staff. A target group was Village Chiefs, Social Department Chiefs and sanitarians.

3**THE FINANCIAL STATUS OF THE PROJECT 30.06.1997****FINNISH CONTRIBUTION**

Quarter	Budget cost (FIM 1000)	Actual cost (FIM 1000)
Quarter 1	2 407	1 722
Quarter 2	888	1 377
Total	3 295	3 099

Estimated total cost for July is 200 000 FIM

The total budget for the year 1997 is 5 015 000 FIM.

EGYPTIAN CONTRIBUTION

Quarter	Budget cost (EGP 1000)			Actual cost (EGP 1000)		
	Govern.	Benefic.	Total	Govern.	Benefic.	Total
Quarter 1	466	5	471	262	30	292
Quarter 2	760	15	775	51	23	74
Total	1 226	20	1 246	313	53	366

Estimated total cost for July is 40 000 EGP

The total budget for the year 1997: 5 280 000 EGP G.O.E
 1 010 000 EGP Other beneficiaries

The monthly cost of the first and second quarters of the year 1997 is shown graphically in Appendix 1. The cost by components is shown in Appendix 2 and the cost of the whole project from the beginning in Appendix 3.