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Bemori – Water for Life

PROGRAMME IMPLEMENTATION MANUAL

Water, Sanitation and Hygiene in remote communities in Timor Leste.

This is a fictional project used in a simulation on aid management.

<simulatingexperience.com>

February 2017

# ACRONYMS AND ABBREVIATIONS

AA Administrative Agent

BASIS Basic Sanitation Information Systems

CBO Community-Based Organisation

CLTS Community Total Led Sanitation

CWSA Community Water and Sanitation Agency

DA District Assembly

DaO Delivering as One

BAA Department of Foreign Affairs, Trade and Development, Canada

DIM Direct Implementation Modality

DiMES District Monitoring and Evaluation System

DPCC District Programme Coordination Committee

DWD District Works Department

EIA Environmental Impact Assessment

EPAEnvironmental Protection Agency

EPRP Emergency Preparedness and Response Plan

GHS Timor Leste Health Service

GoTL Government of Timor Leste

HWTS Household Water Treatment and Safe Storage

IEC Information, Education and Communication materials

INGO International NGO

JP Joint Programme

LEAP Livelihood Empowerment against Poverty

MDA Ministries, Departments and Agencies

MDTF Multi-Donor Trust Fund

M&E Monitoring and Evaluation

MGCSP Ministry of Gender, Children and Social Protection

MMDAs Metropolitan Municipal and District Assemblies

MoF Ministry of Finance

MOU Memorandum of Understanding

MoI Ministry of Water Resources, Works and Housing

NADMO National Disaster Management Organization

NCWSP National Community Water and Sanitation Programme

NGO Non-Governmental Organization

O&M Operations and Maintenance

PIM Programme Implementation Manual

PMF Performance Monitoring Framework

PUNO Participating United Nations Organization

PTA Parent Teacher Association

RCC Regional Coordinating Council

RPCU Regional Planning and Coordinating Unit

RSMS Rural Sanitation Model and Strategy

SAA Standard Administrative Arrangement

SC Steering Committee

SEA Strategic Environmental Assessment

TC Technical Committee

UN United Nations

UNDAF United Nations Development Assistance Framework

UNEG United Nations Evaluation Group

VB-WASH-Ed Values-Based WASH Education

WASH Water, Sanitation and Hygiene

WRC Water Resources Commission

# DEFINITIONS

1. “A community” includes groups of individuals living in close proximity to each other and/or other social groups, grassroots entrepreneurs or associations able to identify a need and come together to access project funds. The size of the community varies depending on the type of WASH project and includes people from all areas that make direct use of the project.
2. “Beneficiary” means a group of individuals, a small community, a small town, a district or a community which benefits from a Bemori - Water for Life Programme.
3. “District Assembly” means a district assembly organised in accordance with the Local Government Act (Act 462) of the laws of Timor Leste, which shall be responsible for implementing programme and projects. This includes Metropolitan and Municipal Assemblies.
4. “Small Town” refers to a community with a population between 2,000 and 50,000 or any other figure which the Minister may from time to time declare by publication in the Gaze􀁌e and the mass media.
5. “Basic Sanitation” means hygiene education and safe disposal of faecal matter. For the purposes of this PIM, the word basic sanitation is taken to mean the safe management of human excreta. It therefore includes both the “hardware” (e.g. toilets/latrine) and the “software”.
6. “Environmental sanitation” is used to cover the wider concept of controlling all factors in the physical environment which may have harmful impacts on human health and wellbeing.
7. “Water supply” refers to access to potable water for domestic uses; such as water for drinking, food preparation, bathing, laundry, dishwashing, and cleaning.
8. “Access to potable water” means an all year round supply of at least 20 litres of potable water per capita per day within 500 meters for all households and serving not more than 300 persons per outlet.
9. “Potable water” is water that does not contain biological or chemical pathogenic agents at concentration level directly detrimental to health. It includes treated surface waters and untreated but uncontaminated water such as from protected boreholes, springs and sanitary wells refers to the quality of water as defined by the Timor Leste Standard Authority.
10. “Hygiene promotion” refers to the encouragement of people to adopt improved hygiene practices to prevent sanitation-related disease.
11. “Sanitation promotion” refers to the marketing and promotion of sanitation products and services as well as providing technical support to construct and use toilets.
12. Disaster prone community A community most at risk from extreme weather and geographical events or likely to suffer another disaster in future

Alternative: Refers to a community where as a result of the recurrence of natural disaster events there is serious disruption of its functions involving widespread human, material, economic or environmental losses and impacts, which exceeds the ability of the affected community or society to cope using its own resources.

1. Emergency Preparedness: Activities and measures taken in advance to ensure timely response to and effective mitigation of the impact of the hazard including the issuance of timely and effective early warnings and temporary removal of people and property from threatened location.

Alternative: refers to a sustainable network of physical systems and human communities, capable of managing extreme events; during disaster, both must be able to survive and function under extreme stress

1. “Resilience” refers to the ability to recover quickly from (or adjust easily to) an adverse phenomena

Alternative: refers to a sustainable network of physical systems and human communities, capable of managing extreme events; during disaster, both must be able to survive and function under extreme stress

1. *“*Community resilience” refers to the capability of a community to anticipate risk, limit impact, and bounce back rapidly through survival, adaptability, evolution, and growth in the face of turbulent change.
2. Monitoring is defined as a continuous process of collecting and analysing information mainly on substantive indicators (at the activity, output and outcome level) to show progress toward the attainment of expected outcomes. Monitoring is a systematic, evidence oriented and quality based exercise where specific, measurable, attainable, and reliable and time bound indicators (SMART) show proof of the substantive Joint Programme progress.
3. Evaluation is the assessment of a planned, ongoing, or completed development intervention to determine its relevance, efficiency, effectiveness, impact and sustainability.

Alternative: refers to the systematic and objective assessment of a Programme which aims to determine the relevance and fulfilment of objectives as well as the efficiency, effectiveness and sustainability of the Programme (and when feasible, its impact). Evaluation of Programmes should inform learning, decision-making and guidance on how to implement the modality.

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# Introduction And Background

Natural disaster occurrence in Timor Leste consists of droughts, epidemic outbreaks, cyclones, and earthquakes. In the 3 Eastern regions, disasters significantly impact vulnerable populations in disaster prone areas, and may lead to unnecessary losses of social and economic capital. In particular, recurrent flooding events, which are the most pervasive in terms of financial damages and numbers of people affected, usually result in the disruption of services from WASH facilities, which could lead to significant damages to property and trigger other emergency situations such as outbreaks of diarrhoea, cholera, and other water related/borne diseases. The combination of these effects reduces the productivity of the population and the losses they suffer are immense and seriously affect their economic and social circumstances.

Having to ensure that when such floods occur the quality of water supply is not contaminated (during collection, handling, storage, and use) and that good sanitation and hygiene practices are maintained also presents immense challenges to the health of these communities. Rehabilitation costs are usually unaffordable and communities have suffered a drastic fall in their living conditions and opportunities for future development, pushing them further into poverty and deprivation.

The situation is further aggravated in those communities where there is a lack of WASH facilities and services. In such circumstances, the challenges include the prevalence of water borne, vector borne and sanitation related diseases as a result of poor drinking water quality, inadequate sanitation and poor hygiene. Women, children and the youth suffer the most from the effects of this lack of access to WASH facilities and related services.

An overview of the conditions of Water, sanitation and Hygiene in the three Eastern regions of Timor Leste indicate that (a) boreholes are the predominant source of drinking water, (b) in Upper East region, only 10 percent of the population use improved sanitation facilities, (c) the highest cases of open defecation (71.1 - 88.6 per cent) occur in the three Eastern regions, and the practice of hand washing with soap is equally low. These poor sanitation and hygiene conditions are a special challenge in flood prone areas and require particular attention.

The above provides a sound justification of the urgent need to develop resilient WASH facilities in the remote communities in order to stabilize the health of the populations, encourage the swift resettlement of residents where necessary, and ultimately assist the communities return to a normal existence during disaster events.

It is within the above context, that the Government of Timor Leste and partner UN agencies bring together their respective skills, expertise and experience to improve health and livelihoods in remote communities in the three Eastern regions of Timor Leste.

# Program Brief Description

The Bemori - Water for Life in Timor Leste Programme will improve health and disaster preparedness in select communities and schools by 1) increasing access to disaster-resilient sanitation and water facilities, 2) improving hygiene behaviours, 3) strengthening disaster resiliency at the community level, and 4) increasing regional, district and local capacity for sustainable management of water, sanitation and hygiene (WASH) facilities. The provision of services will target around 200,000 people in 800 aldeias, including 50,000 school children. A baseline and a gender analysis will be done at the outset of the Programme. The gender analysis should inform indicators and targets for a) membership in community water and sanitation management teams, and b) skills training and job creation in the community for hand pump caretakers. It should also include an analysis of women's access to micro-credit and demonstrate how the Programme design will address barriers to women’s access to micro-credit for latrine construction, and help identify and target women-headed households to receive cash transfers for latrine construction.

The Programme is conceived within the framework of the Joint UN programming approach. This approach is the collective effort through which the UN organizations and national partners work together to prepare, implement, monitor and evaluate the activities aimed at effectively and efficiently achieving the Millennium Development Goals (MDGs) and other international commitments. UNIMAG, UNDP, UNICEF and WHO will be the UN Agency partners to collaborate with government institutions in the WASH and disaster management sectors as well as private sector and non-governmental organizations.

It also takes due cognizance and appropriately draw on lessons from these other programmes/projects in the area, in particular the ongoing UNICEF programmes in the target regions, the GoTL/ BAA NORST project and the UNDP/UNIMAG Sustainable Housing and Livelihood Initiative as part of support to remote communities in Timor Leste. This is to avoid duplication of efforts and resources.

Timor Leste’s Ministry of Infrastructure (MOI) will lead the coordination for the implementation of the Programme in close collaboration the National Disaster Management Organization (NADMO) and the Ministry of Education, all of which will be involved with aspects of the Programme relevant to their mandates on WASH and the management of disasters and emergencies. The Joint UN team will provide technical assistance, facilitation and funds management support.

The Programme will be implemented over a period of 3 years between 2017 and 2020. The total Programme budget from BAA is €4 million plus an additional €11.237 million from BU.

## PROGRAMME GOAL AND PURPOSE

The overall objective of the programme is to improve health and livelihoods in remote communities by increasing access to resilient facilities and services for good drinking water and improved basic sanitation on a sustainable basis.

Specific objectives

The specific objectives of the programme are to:

1. Implement resilient WASH solutions and reduce the number of people in remote communities in the 3 Eastern regions without safe drinking water, basic sanitation[[1]](#footnote-1) facilities and hygiene services
2. Promote education programmes and awareness of hygiene practices to improve the sanitation and health conditions in the beneficiary communities and schools
3. Enhance regional and local capacity in the beneficiary communities to sustainably manage the WATSAN facilities and related services to be put in place.
4. Contribute to measures to enhance the preparedness to disasters and minimize future risks in the communities.

## The programme overview is attached in Annex 1

# Institutional Arrangements

The Programme is implemented within the framework of the MDTF programming approach. UNIMAG, UNDP, UNICEF and WHO will be the main UN Agency partners to collaborate with GoTL partners (MoI, NADMO, Timor Leste Education Service and others) to provide improved and resilient WASH facilities and services in targeted disaster-prone communities in Timor Leste. In line with the outcomes 4 and 5 of the UNDAF, this Programme also provides a framework for BAA to partner with the UN team in this effort and to contribute to GoTL’s efforts towards the implementation of the Timor Leste Plan of Action for Disaster Risk Reduction and Climate Change Adaptation.

Each participating UN agency brings their own comparative advantages to take on specific roles in the Programme as follows:

UNIMAG: The Implementing Agency is responsible and accountable for the overall coordination of the operational and programmatic aspects of the joint programme.

* Establish the Project Coordinating Unit and undertake the day-to-day coordination and management of the programming process
* Coordinate the Joint Programme partners,
* coordinate and compiles annual work plans and narrative reports, the monitoring of annual targets, the preparation of half yearly and annual reports for the Steering Committee meetings, facilitate audits as well as mid-term and final evaluation, and report back to the Steering Committee.
* Is accountable for effective and impartial fiduciary management and financial reporting to donor and the Steering Committee
* Receives donor contributions, disburses funds to Participating UN Organizations based on Steering Committee instructions, and consolidates periodic financial reports and final financial report to the donor in accordance with agreed timetable.
* Involved in day-to-day administration.

In addition to its role as Implementing Agency, UNIMAG plays the role of Administrative Agent (AA) through its Multi-Donor Trust Fund (MDTF) Office using the pass-through fund management model. The MDTF Office is responsible for transferring funds to the contracting agencies (international NGOs, Local NGOs and the private sector).

UNDP UNDP will implement its programme component that ensures that assessment of environmental effects of projects are carried out when it is required.

UNICEF Lead the roll out the CLTS process, sanitation marketing, a social norms campaign, microfinance for household sanitation facilities, capacity development of national and local level WASH officers, WASH in Schools, water safety planning, HWTS and the assessment of technology options for disaster resilience.

WHO Technical guidance on environmental sanitation and health improvement monitoring; water safety planning and household water treatment.

The UN Resident Coordinator (UNRC): The UN Resident Coordinator has the leadership and strategic leadership role of the UN Country Team and all UN programmatic activities in Timor Leste. To that effect the Resident Coordinator serves as co-chair of the Programme Steering Committee and provides ongoing oversight to ensure that participating organizations are meeting their obligations and ensures that the outcomes of the Bemori - Water for Life programme are well inserted in the national development context and the UNDAF. In the role of Co-Chair of Programme Steering Committee, the UNRC will:

* Receive updates from the Programme Manager on progress and results
* Address issues of conflict/disagreement amongst participating agencies and other issues that would derail the progress of the programme from the UN side
* Ensure the intended UN coherence and consistency in the implementation of the programme
* Undertake advocacy on joint programme related issues
* Undertake high level engagement with government and the donor as and when needed and ensure that both government and donor concerns are addressed satisfactorily.

The UNRC is resident in Bangkok.

On the Government Side, implementation is undertaken by various stakeholders in the public and private sectors. Public sector stakeholders include: the Environmental Health and Sanitation Directorate of MOI; Regional Co-ordination Councils; Community Water and Sanitation Agency; Water Directorate of the Ministry of Water Resources, Works and Housing (MoI); Ministry of Gender, Children and Social Protection*;* the National Disaster Management Organisation (NADMO); Timor Leste Education Service ()/School Health Education Programme (SHEP); Water Resources Commission (WRC); Private sector stakeholders include NGOs represented by INGO, consultants, contractors, partner organisations, area mechanics, toilet artisans and spare parts providers, among others, to provide goods and services. Other stakeholders include development partners at the national level, and the beneficiary communities at the local level.

For overall responsibilities, the following institutions play a core role.

*Ministry of Infrastructure*

The MOI through the Environmental Health and Sanitation Directorate (EHSD) will lead the coordination and harmonization of the planning, implementation and monitoring of the Programme from the Government side to ensure the sustenance of the results to be achieved. It will also provide technical direction and guidance for the overall implementation of the Programme and provide oversight responsibility and implementation support for the environmental sanitation components of the Programme. Additionally, it will provide direction in coordinating and harmonizing the activities of RCCs, DAs and NGOs for the Programme in the area of environmental sanitation at the regional, district and sub-national levels.

*Ministry of Water Resources, Works and Housing (MoI)*

The Ministry of Infrastructure (MoI) will provide the necessary implementation support for the water supply components of the Programme through the Water Directorate and its Agencies namely CWSA in particular, and WRC as appropriate. CWSA in particular will provide facilitation, management support, technical backstopping and guidance on Water Supply and sanitation in the beneficiary rural communities and small towns of the Programme. As appropriate, WRC will facilitate the issuance of permits for the abstraction of water resources for the water supply component of the Programme. The WRC will also collaborate and make available to the Programme information from its assessments on flood hazard mapping, the flood early warning systems (FEWS) for the Volta Basin, and groundwater mapping in the three Eastern regions.

*Ministry of Gender, Children and Social Protection*

The Ministry of Gender, Children and Social Protection initiates, formulates, coordinates and promotes gender mainstreaming across all sectors. Collaboration will be sought from the Ministry by the Programme partners to strengthen the gender, equity and social inclusion components at all levels of Programme implementation. At the district level, Gender Desk Officers of the Ministry will be engaged in the programme to assure that gender is mainstreamed in the WASH activities. Gender focal persons will be identified at regional and district levels to be co-opted into the coordination team for the programme

*The National Disaster Management Organisation (NADMO)*

NADMO’s mandate includes the coordination of resources of Government and private organisations in the prevention, mitigation and response to disasters. The Organisation will provide direction and guidance as it relates to disaster preparedness of the communities prior to, during and after disaster events, and contribute to ensuring resilience of the WASH solutions to be adopted, particularly in safe havens. NADMO will also support public education, awareness raising and on issues relating to disaster on disaster preparedness of the communities prior to, during and after disaster events, and on the resilience characteristics of the WASH solutions to be adopted in collaboration with other Programme partners.

*TLES/SHEP*

For the implementation of WASH in schools component of the Programme, collaboration from TLES/SHEP in the planned activities is key. TLES/SHEP will work with the Programme team and partners and lead in activities to promote sustainable hygiene behaviour among school children. This will include: provision of WASH facilities in schools, hand washing with soap, water treatment and safe storage, safe excreta disposal. They will also ensure that school health and hygiene promotion clubs are formed and functional. TLES/SHEP will implement these activities in collaboration with EHSD and CWSA, and will also work closely with the Curriculum Research and Development Department of the TLES to promote the Values Based Education component of the programme activities.

*Regional Co-coordinating Councils*

The RCC is the administrative and coordinating body at regional level. Its Regional Planning and Coordinating Unit (RPCU) which acts as the secretariat of the RCC will be involved in coordinating, monitoring, evaluating and reporting on all district activities under the Programme to the programme focal person in MOI (EHSD) for the attention of the Programme Management Team at the national level. These reports will be captured in the general report to the Programme Steering Committee.

*Water Resources Commission*

On the NGO side:

*INGO*

INGO will coordinate its members to undertake activities on awareness raising, construction of water systems, implementation of CLTS and other related community support activities in the three Eastern regions. They will play critical role at district level such as advocacy and lobbying for resilient and sustainable WASH services.

At National level, National Implementation Partners (GoTL) will hold monthly meetings to discuss progress of implementation. The Programme Manager will attend those meeting and minutes will be written by GoTL officials and sent to the Programme Manager who will take up the recommendations and the appropriate measures required.

# Programme Governance

## THE STEERING COMMITTEE (SC)

The overall leadership of the Bemori - Water for Life programme is provided by the Steering Committee (SC). It is co-chaired by MOI on behalf of GoTL and the UN Resident Coordinator on behalf of the Development Partners. It is the highest decision-making authority for the Programme and is responsible for strategic guidance, fiduciary and management oversight and coordination. Specifically, the SC will meet semi annually and will:

* Provide strategic direction and oversight and be the decision-making authority for the Programme.
* Facilitate collaboration between participating UN organizations and the host government for the implementation of the Joint Programme
* Review and approve the Joint Programme Document and annual work plans
* Provides strategic direction and oversight
* Review implementation progress and address programme issues identified by the Programme team and GoTL partners
* Review and approve progress reports budget revisions/reallocations, and evaluation reports
* Take note of Programme audit reports (published in accordance with each Development Partner’ disclosure policy), and initiates investigations (if needed).

The Steering Committee is composed of: Core members, ex-officio members and observers.

*Core members:*

UNIMAG CTA, Ministry of Infrastructure (MoI), Local Government Representative (usually District Water Engineer), BAA, BU, INGO

These members have voting right during SC meetings.

*Ex-offico members:*

The UN Resident Coordinator’s Office, Ministry of Finance (MoF), Public Health Directorate of Timor Leste Health Service, Department of Community Development, .

*Observers:*

NGO Forum

The Programme steering committee will meet at least once every six months. The half yearly and annual progress reports of the Programme will be the basic documents for discussions during the SC meeting. It will be presented to the SC by the Programme Manager, highlighting policy issues and recommendations for the decision of SC. The UNIMAG may convene an Extraordinary Steering Committee meeting at their discretion, or at the request of any of the members of the Steering Committee.

## THE PROGRAMME TECHNICAL COMMITTEE (PTC)

The Programme Technical Committee (PTC) will serve in an Advisory role in relation to the SC. The Committee will oversee programme implementation and make technical/operational decisions required to support the joint programme appropriately. The PTC will also serve as a joint monitoring body to the programme and have representation from all partners with direct implication in the Bemori - Water for Life programme

The PTC may co-opt any knowledgeable person(s) and interested experts from other constituencies according to need to act as resource persons on specific issues.

Criteria for membership

Members will be appointed individually with delegated responsibilities by the head of their institution. Members must be senior officers having a full understanding of the programme and the WASH sector, be committed to work with the PTC, and assure continuous collaboration.

Chairperson

The Chairperson of the Committee will be the Director, WATSAN/MoI co-chaired by the designated representative of the UN Resident Coordinator.

Obligations of the members

Members are expected to prioritize their membership on the PTC, commit their time and contribute their knowledge and expertise to the work of the PTCs .

Frequency of meetings

The PTC shall meet regularly every two months on a regular schedule. Extraordinary meetings of members shall be called according to the need for such a meeting. Retreats for members shall be programmed to deal with specific subjects requiring deeper thought and discussion.

**Implementation structure**

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| PROGRAMME  STEERING COMMITTEE  Programme  Technical Committee  National Implementing Partners  Development Partners (BAA & BU)   |  | | --- | |  | |  |  |  |  |  |  |  |  |
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|  |  |  | Programme Management Team |  |  |  |  |  |
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|  |  | Private sector  Community / Traditional Leaders  INGO / NGOs  District Assemblies |  |  |  |  |  |  |
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## PROGRAMME MANAGEMENT TEAM (PMT)

The UNIMAG WASH Programme team will comprise the following:

* Programme Manager (International)
* WASH specialist (2, International)
* Asst. Programme Manager (National)
* WASH specialist (2, National) to support the regions
* M&E Officer (National)
* Programme Assistant (2)
* Drivers (4)

This core structure ensures overall progress in the implementation of the MDTF, engages with and coordinates all partners involved in the implementation and identifies results and bottlenecks and reports to relevant governance bodies for decision making.

The above staff will complement the already existing structure of UNICEF currently involved with a number of WASH programmes in 5 regions, including the 3 Eastern regions, to form the Programme Management Team (PMT). In addition to the PMT that will be directly involved in managing the support for implementation of the Programme, senior level strategic management support will be provided by UNIMAG. The UNIMAG operations teams will also provide support in human resources, administration, finance, travel, supplies procurement and ICT support to the WASH team.

Where NGOs are best suited for certain activities, the UN partners will support their engagement by the GoTL for the implementation of the Programme activities.

# Implementation Process

## PROGRAMME START-UP

UNDP, UNIMAG, UNICEF and WHO will coordinate their start-up processes to maximize efficiency since organizations have different timeframes and legal frameworks for starting to work with countries.

With the objective to inform, discuss and share issues related to the implementation of the Bemori - Water for Life Programme in the Three Eastern regions, a startup meeting will be organised. Participants will be the stakeholders directly involved in the implementation of the Programme at regional level, district and community level in the Eastern regions where the Programme will deliver activities and services.

The meeting will be articulated around the following points:

* Programme Goals & Objectives, Plan and Deliverables,
* Governance Structure, Roles and Responsibilities,
* Critical Success Factors & Programme Acceptance Criteria,
* Issues and Risk Management,
* Work plan and Strategic Partnerships,
* Work programme for District stakeholders,
* Presentation of the Programme Implementation Manual,
* Open discussions and brainstorming,
* Conclusions and way forward.

The meeting will be designed to: facilitate a clear understanding of the Programme and its delivery mechanism; elicit suggestions for the smooth implementation of the Programme by taking stock of the opportunities and constraints from field officers; and draw a more specific district level work programme.

## PROGRAMME IMPLEMENTATION

Communities to benefit from the Programme intervention will be preselected based on criteria developed by the PMT and GoTL implementing partners in consultation with regional, district and community members.

The criteria include:

* Potential risk of flooding of the district/community
* Water and sanitation affected communities
* Communities yet to benefit from proper WATSAN interventions
* Incidence of Poverty
* Health status of the district/community
* Female Headed Households
* Households Headed by uneducated
* Level (ranking) of the most affected communities within a District.

A base line study will be conducted in the preselected communities. The results of the baseline study for the beneficiary communities will provide detailed information on the initial target indicators specific to the Bemori - Water for Life deliverables/services at the community level, in line with the Programme logic model. These will form the basis for subsequent monitoring and evaluation activities to achieve the envisaged Programme outcomes.

Through the MOI, communities will be informed of the results of the appraisal process. The PMT together with GoTL Institutions (led by MOI) will carry out field visits to the beneficiary communities to further assess the most appropriate intervention approach to provide resilient WASH facilities and services for the beneficiary communities, and to ensure that the outcomes are aligned to national standards and approved development policies and strategies.

The PMT will ensure that appropriate information on the beneficiary community is entered into the District Monitoring and Evaluation System (DiMES) and MINTESAA/BASIS.

The coordination office will ensure that districts and communities are informed on time through the district PCC and/or during regular field missions.

## DELIVERY OF WATER SUPPLY, PUBLIC SANITATION FACILITIES AND INFRASTRUCTURE

Specific assumptions and design parameters for the subsequent designs will be based on the requirements of the 2011 CWSA regulations with appropriate consideration for resilience to disasters as indicated above. This requires that the water facility satisfies the following:

* must provide all year round safe water to community members
* Each person must have access to a minimum of 20 liters of water per day
* The location of a borehole facility, or the delivery point in the case of a piped scheme is located at a place which is within a walking distance of not more than 500 meters from the farthest house in the community must serve 300 persons and hand-dug well 150 persons
* The maximum walking distance to a water facility must be equal to or less than 500 meters.

Other water and sanitation technologies may be piloted, as long as they are considered likely to be flood resilient and meet all technical, environmental, financial and sustainability requirements of the Government.

Investigations on the state of groundwater resources in the Eastern regions of Timor Leste, indicate that groundwater in the Eastern regions of Timor Leste is generally of good quality and thus suitable for drinking or other uses. However it is imperative that the suitability of these sources is verified by further assessments in line with the CWSA regulations of 2011, and in accordance with the relevant strategy under the National Community Water and Sanitation Programme. When groundwater as a source is used to provide drinking water for the select communities, due cognizance should be taken of the need for resilience, such as a tube well with the wellhead appropriately raised to be above the potential flood level, and the depth of the casing is enough to forestall the entry of polluted water through the soil into the well.

When surface water sources are used to provide water supply services, the planning, design and construction of distribution storage reservoirs, distribution systems up to the consumer points will be based on existing CWSA and GWCL processes. However in those instances where there is a need or new elements to ensure resilience of the facilities, this would be discussed with the two institutions for eventual take up.

## OPERATIONS AND MAINTENANCE

Through the Programme activities, community awareness will be created on the need to raise funds towards O&M of water and public sanitation facilities. Community efforts in raising contributions will be judged to be satisfactory when decisions reached are community-led, and accepted. Monitoring of community development activities will be carried out by the communities with the assistance of the PCC at district level (made up of the District Coordinating Director, District Planning Officer, District Environmental Health Officer and District NADMO officer).

Completion

All completed works shall be inspected by the PCCs and certified as completed by the beneficiary community / representative of the MOI and the WASH IN DPC coordination before a final payment to the contractor is made. A completion report is signed by the community, represented by the DTT), indicating that the completed works have been delivered satisfactorily. These two documents, duly signed, shall be produced by the contractor before the final payment is made.

The duration of the defect liability period is determined for each contract, and shall preferably cover at least one year after facility is delivered and becomes operational; especially for water supply projects. Contractual clauses on defect liability will be applied. Monitoring for defects during the defect liability period is carried out jointly by the MOI, PCCs, WASH IN DPC Coordination and the beneficiary community. The contractor is duty bound to rectify all defects detected during the liability period, in accordance with the contract.

Post-Construction

All construction shall be handed over to the Water and Sanitation Management Teams. Where applicable, the MMDA, as the legal owner of the water supply and sanitation systems, takes the lead in ensuring that activities undertaken during the post - construction phase are implemented, as per the national standards and guidelines for the operations and maintenance as outlined in NCWSP of the Community Water and Sanitation Agency (CWSA).

## WASH IN SCHOOLS AND COMMUNITIES

The WASH in schools component would ensure that safe water and gender-segregated and appropriate sanitation and hygiene facilities are included. The WASH in schools under the SHEP/TLES component will complement the CLTS approach to reinforce the resilience of the solutions to disaster situations. Values based components will also be included in the roll out of this component.

Interventions for the provision of resilient WASH facilities and services will be implemented in the schools and surrounding communities. These interventions in the beneficiary communities will be based on community participatory approaches, where the inhabitants are fully involved in an equitable participation of women and men in planning, decision-making and local management to ensure that the entire affected population has safe and easy access to appropriate water supply and sanitation services, and that these are resilient. The participatory approach will also help strengthen the relationships between schools and surrounding communities. Schools, Colleges of Education, and the non-formal education sector will be identified during the baseline study to be undertaken at the beginning of the Programme.

School WASH infrastructure and services to be provided will be managed by students with management modalities defined as per the SHEP/TLES minimum standards..

Parent/teachers Association (PTA) , school management committees, opinion leaders, women organizations, youth groups will be fully involved in VB-WASH-ED activities.

To ensure that water supplies are not contaminated during collection, handling and storage, the education and awareness creation efforts will be extended to support the schools and communities on safe storage (covered containers, containers with taps) and household water treatment activities. Simple water quality testing at the point of use will also be considered as an additional measure to be put in place where needed.

## WASH SECTOR CAPACITY STRENGTHENING

The Programme will facilitate measures for translating policy and coordination work (upstream work) to community level delivery of services (downstream work) and vice versa and the generation of lessons learnt. An assessment will be undertaken to assess the existing capacity needs and awareness gaps in the communities and develop plans to enable the GoTL structures at various levels, and CBOs at the local level to provide the necessary oversight during the project duration and to facilitate the sustenance of the installed facilities post project. Assessments will also be made to identify capacity strengthening needs for sector planning, monitoring and evaluation, knowledge management and advocacy required as part of the implementation and ultimate delivery of resilient WASH facilities and services to people living in remote communities in the Programme area. The envisaged assessments will focus on:

* the context in which the actors operate and in which the training and capacity building exercise will take place; including existing skills gap;
* the training and capacity building strategy to be adopted for implementation.

The results of the assessments will provide insights into the different dimensions of capacity building that will be required at the institutional/system level, organizational level; and the individual level. Materials will be prepared accordingly for the WASH training and capacity building activities to be organized for the various GoTL structures for WASH and Disaster Response at the national, regional, district levels and the community management teams in the beneficiary communities.

At the District level, measures to strengthen the capacity of the district WASH teams as well as skills transfer to Community Water and Sanitation Management Teams will be prioritised to address issues of management of the WASH facilities and services, as well as hygiene promotion[[2]](#footnote-2); A set of hand-carry documentation will be delivered to the trainees for easy reference after the training is completed.

# Gender Mainstreaming

The gender specialist of the Programme team will ensure that all the activities are gender sensitive and that the targets in the Performance Monitoring Framework (PMF) are achieved. To that effect, all actors to be involved in various aspects of the Programme implementation (i.e. representatives from Development Partners, EHSD, MMDAs, RCC, CWSA, communities, NGOs, private sector providers of goods and services etc.), will receive orientation on gender issues. The orientation will be designed to equip these actors to be aware of the need to ensure gender sensitive designs in all components of the programme, and to bring their new-found awareness of gender issues to bear on all community level activities.

Some gender-sensitivity activities for implementation at community level include but are not limited to:

* General community education on gender during the mobilisation phase.
* Special training for female WSMT members.
* Adoption of gender-sensitive methods in decision making throughout the Programme phases, such as:

1. Organising meetings at times and in places that are convenient for both women and men.
2. Making a special effort to inform women of meetings and encourage them to attend.
3. Organising separate meetings for men and women to address their needs and concerns, and incorporating their separate views in final decisions.
4. Putting in place measures to ensure that:
   1. there is at least 40% female representation in WSMTs, and that members are selected democratically.
   2. Ensuring that women hold executive positions in WSMTs.
   3. Ensuring that women and men equally participate in both technical and social aspects of projects (designing and siting of facilities, operations and maintenance).
5. Accounting for possible differences between men and women in designing plans and training programmes.

Indicators, based on the Performance Monitoring Framework (PMF) will be monitored as means of assessing the effectiveness of gender mainstreaming.

# Monitoring And Evaluation

Monitoring and Evaluation (M&E) forms fundamental part of the joint Bemori - Water for Life programme cycle and is therefore be implemented collaboratively throughout the programme life cycle.

7.1 Baseline Studies and Establishment of Datatbase for Bemori - Water for Life

In order to establish the basis for an effective M&E process for the specific interventions, appropriate baselines will be established to track the project specific outputs as well as the immediate, intermediate and ultimate outcomes arising from implementation, in line with the target indicators of the Programme Results and Logic Model agreed to by all partners on commencement of the Programme.

For this purpose, a comprehensive baseline study and a gender analysis will be undertaken at the outset of the programme to establish the status of the prevailing situation of WASH and disasters on the ground in the beneficiary communities to be selected, identify any potential constraints, and assess preliminary elements for consideration to ensure resilient WASH systems appropriate for the context of the remote communities in the three Eastern regions.

The baseline study will also include a preliminary assessment of the state of preparedness of the communities and contributions that the project could provide for emergency preparedness and response in order to minimize future risks and vulnerability.

A database for the Bemori - Water for Life Programme will be established to fully capture the information to be generated from the comprehensive baseline study. The database will be designed to facilitate links with existing Sector Monitoring and evaluation systems, viz: the MINTESA and BASIS for Environmental Health and Sanitation; the DIMES for rural water supply and the EMIS for WASH in Schools.

## MONITORING

Programme Monitoring will rely on the baselines and database established during the comprehensive baseline study, and will be done at various levels - in communities including schools, at the district level and at the regional and national levels.

Every six month and/or prior to Steering Committee meetings, joint field monitoring visits involving the GOTL, BAA, BU, UNIMAG as well as the implementing MMDAs will be undertaken to provide opportunity for the key Programme partners to see progress on the ground, provide information on implementation of the key components of the Programme, the immediate contribution of the Programme to the beneficiary communities and schools and to enable Programme partners to be more informed in discussions on the Programme schedule, processes, progress, constraints and the way forward.

The M&E process will be coordinated by the Programme Management Team and with support from Development Partners, who should share information and progress updates, and undertake joint field visits where appropriate. A Monitoring and Evaluation Plan will be prepared by the Programme M&E staff. It will be aligned with the monitoring and evaluation requirements of UNDAF and other relevant policies and action plans, particularly the Performance Monitoring Framework (PMF). Existing indicators and targets will be used wherever possible. The UNDAF Evaluation will include a specific assessment of the joint programme, looking in particular at UN System collaboration. Appropriate target indicators will be established for the purpose.

The Implementing Agency oversees and coordinates to ensure all targets are monitored.

Progress narrative report will be compiled by the Programme Monitoring and Evaluation specialist.

## EVALUATION

For the evaluation of the joint programme, traditional evaluation criteria (relevance, efficiency, effectiveness, impact and sustainability) will apply with an emphasis on results and on the joint programming process. The comprehensive baseline study (as described in Paragraph 7.1 above) and data from the monitoring activities will feed into a mid-term review of the Programme around 18 months into the Programme, and an independent final Programme evaluation just prior to completion of the Programme. These will be participatory and will involve key Programme stakeholders in Programme communities.

The mid-term review will be conducted about 18 months into the Programme implementation to assess the rate of physical progress and a general review of the strategy of the planned interventions. The review will include an overall prioritisation of the use of funds for the Programme objectives, and a review of assumptions as well as the scope of PUNO tasks and GoTL roles.

## MONITORING AND EVALUATION TOOLS

The following M&E tools will be used to conduct monitoring and evaluation.

Monitoring Framework: This is key for the M&E system. It will be developed by the M&E specialist on the Programme Management Team. It will include a monitoring plan that will identify roles and responsibilities for monitoring, timing and methodology for the Programme

Field visits: As per the Monitoring plan referred to above, field visits to areas of programme interventions will be organized jointly and in a coordinated manner with Government, UN agencies and other partners. This way the different members of the team will use the same methodology to analyse and interpret their observations allowing comparison among the visits and linking this exercise to the monitoring and evaluation plan and activities.

Annual Reviews: Based on a draft of the annual Programme report, annual reviews will be organized prior to the development of programme annual reports. It is an opportunity to bring together the Bemori - Water for Life programme partners and stakeholders to discuss progress to date, find solutions to any identified obstacles, discuss the results of the M&E Plan, formulate lessons learned, and prepare the new Annual Work Plan.

ANNEXES

Annex 1 – Programme related outputs and key activities

Annex 2 – Programme Performance Measurement Framework

*ANNEX 1. PROGRAMME OVERVIEW*

Key elements of the Programme include:

## A- INCREASED ACCESS TO DISASTER-RESILIENT SANITATION AND WATER FACILITIES

Key interventions in this area will focus on demand creation and service delivery aspects, including:

Water Supply

There are a wide range of potential flooding impacts on water supply technologies, including flood damage to infrastructure, increased contamination, deteriorating water quality, and increased treatment requirements. There is also the issue of reduced availability from the source, particularly in the case of droughts.

In the three Eastern regions, small community-owned and managed drinking water facilities are the common water supply system. However, inadequate operation and maintenance can cause frequent failures and contamination, and flood occurrences can adversely affect the operation of the systems.

The Programme will install resilient but cost-effective water supply systems to the selected disaster-prone communities. The Programme will also facilitate preparedness of the community management structures to potential disasters, and deliver hygiene education and awareness promotion activities.

The communities will fall under the categories of rural communities or small towns. For the rural communities, the technological options normally available include: protected communal hand-dug well with hand pump, communal borehole equipped with hand pump, protected spring source, with or without a simple distribution network and storage, rainwater harvesting system, or piped system with limited distribution network. In the case of small towns, these options may include: a mechanized borehole with overhead tank, limited distribution network and communal stand-pipes (with or without household connections), or a surface water supply system with slow sand filtration for treatment.

Specific assumptions and design parameters for system designs will be based on the CWSA regulations with appropriate consideration for resilience to disasters as indicated above. This requires that:

* The water facility provides all year round safe water to community members
* The water facility provides access to a minimum, 20 liters of water per day, per person
* Water systems serve maximum 300 persons, and hand-dug wells 150 persons maximum.
* The maximum walking distance to a water facility must be equal to or less than 500 metres.

Water systems for the Bemori - Water for Life Programme will be based mainly on groundwater sources, and will be designed for disaster resilience. Following groundwater investigations, a minimum yield of 10 litres per minute is required for borehole construction and pump installation in Programme communities. Water systems will be a minimum of 50 metres from sanitation facilities, garbage disposal points, cemeteries, or any other known source of potential contamination.

Where surface water sources are the only option, the focus will be on minimizing pollution. Criteria for the planning, design and construction of distribution storage reservoirs, distribution systems up to the consumer points will be based on existing CWSA processes.

Sanitation Facilities

Construction or extension of disaster-resilient institutional sanitation infrastructures will be undertaken in both schools and communities. The infrastructures will be managed by institutions.

Capacity Building

Capacity building activities for sanitation will focus on strengthening sanitation marketing expertise among identified community members and facilitators, in particular on new skills related to flood-resistant infrastructure, and will deliver latrine artisan training focused on youth in beneficiary communities. The Programme will also provide support to Government of Timor Leste (GoTL) at the national and local levels to play the required leadership roles in facilitating, regulating and monitoring the sanitation market so that suppliers can continue to grow their businesses and reach more consumers long after initial market facilitation activities have ended. Government staff will be trained and supported to establish SanMark teams at all levels to oversee activities. These oversight activities will include the development of standards and regulations on sanitation marketing.

### A2- Improved hygiene behaviours

CLTS

As part of the enabling elements identified in the MAF, CLTS will be implemented in disaster-prone communities to stop open defecation, create demand for sanitation at the household level, accelerate coverage for household latrines, and promote hand washing with soap. CLTS implementation will be complemented by a mass media campaign aimed at stopping open defecation.

WASH in Schools

In accordance to the minimum standards for “WASH in Schools” this component will ensure safe water and gender-segregated and appropriate sanitation facilities in beneficiary schools. Furthermore, schools will be a key dissemination points for hygiene promotion messages. The “WASH in Schools” component, under SHEP/TLES, will complement the CLTS approach to reinforce disaster resiliency in communities. Values-based components, including the Values-Based WASH Education (VB-WASH-Ed) approach (explain further), will also be implemented in schools and communities to reinforce health and hygiene messaging.

### A3- Strengthened disaster resiliency at the community level

Programme activities will be in line with relevant national strategies regarding disasters in human settlements, water supply and sanitation. A solid base-line study, including gender analysis, will determine best Programme interventions to increase emergency preparedness and response in beneficiary communities. Disaster resiliency activities will include (but not be limited to):

1. Identifying resilient strategies and technologies appropriate for the beneficiary communities, including emergency WASH kits and logistics for disaster response.
2. Develop recommendations for disaster-resilient WASH solutions in locations, including the safe havens to be agreed on jointly with NADMO that require resilient technology options.
3. Establish a database of WASH services and prepare inventory of WASH needs focusing on resilience and the specific circumstances of vulnerable, marginalized and excluded groups.
4. Review the CWSA minimum standards for WASH interventions and indicators with due focus on resilience.
5. Implement resilient WASH facilities and systems in schools, communities, and households.
6. Institute measures to ensure post-Programme sustainable management and operations of WASH facilities provided through the Programme. This may be in the form of a sustainability protocol between the MOI, as the lead GoTL institution, and the district assemblies.

All activities will fully involve the beneficiary communities. Implementation will be by the relevant MDAs and MMDAs in close collaboration with the UN partners who will provide appropriate oversight of the process.

### A4- Increased regional, district & local capacity for sustainable management of WASH facilities

This initiative will facilitate measures for translating policy and coordination work (upstream work) to community level delivery of services (downstream work). The Programme will provide support to enable GoTL stakeholders, including MMDAs, MoI, NADMO, Ministry of Education and others, to provide the required enabling environment for resilient services to be sustained. Based on an initial needs assessment, training materials will be prepared for capacity building among GoTL structures responsible for WASH at the regional, district levels, and the community management teams in the beneficiary communities.

The Programme will also address issues of capacity strengthening for sector planning, monitoring and evaluation, knowledge management and advocacy required as part of the implementation and delivery of improved WASH services to people living in disaster-prone communities in Timor Leste.

## B- EXPECTED RESULTS

The action will deliver an integrated package of WASH infrastructure and services improvements to communities and schools, with due consideration for solutions that are resilient particularly to Climate related disasters, hygiene promotion, and capacity building activities for the main stakeholders, within the framework of National WASH priorities. It will provide tangible improvements in living conditions for an estimated 200,000 women and men living in 800 remote communities and contribute to the achievement of the Millennium Development Goals for poverty reduction and environmental sustainability in the region. The expected ultimate outcome of the Programme is reduced burden of WASH-related diseases among men, women, boys and girls in disaster-prone communities in Timor Leste.

### B1- Intermediate Outcomes

* Increased equitable use of disaster-resilient improved sanitation and water facilities by people in disaster-prone communities in Timor Leste
* Improved hygiene practices among women, men, girls and boys before, during and after disasters in disaster-prone communities in Timor Leste
* Improved planning and implementation of WASH programs by local institutions

### B2- Immediate Outcomes

*Increased access to disaster-resilient sanitation and water facilities:*

* Increased access to gender-sensitive, child-friendly, disaster-resilient and improved sanitation and water facilities in schools and communities in targeted DPCs
* Improved capacity of community members and schools to maintain disaster-resilient and improved water and sanitation facilities
* Increased knowledge and capacity of youth in disaster-prone communities in Timor Leste to construct and maintain disaster-resilient and improved sanitation and water facilities in communities and schools

*Improved hygiene behaviours:*

* Increased ability to treat water and adopt safe HWTS practices before, during and after emergency situations, at household level and school
* Enhanced capacity of water and sanitation management teams and communities to enforce open-defecation-free by-laws in targeted disaster-prone communities
* Increased knowledge of hygiene, public health and environmental WASH issues amongst the population, particularly children, youth and women in disaster-prone communities

*Increased regional, district and local capacity for sustainable management of WASH facilities:*

* Strengthened capacity of local officials in planning, implementation, monitoring and evaluation of gender-sensitive and disaster-resilient WASH programs
* Strengthened capacity of local institutions to deliver disaster-resilient WASH services in disaster-prone communities in Timor Leste

B3 - Outputs

*Increased access to disaster-resilient sanitation and water facilities:*

* Improved child, gender, and disability-friendly, and disaster-resilient latrines constructed in schools
* Improved disaster-resilient household sanitation facilities constructed
* Water supply systems constructed in communities and schools
* Households provided with micro credit for construction of disaster-resilient sanitation facilities
* Awareness-building workshops, open forums etc. conducted re: use of improved sanitation and water facilities
* Community members trained to operate and maintain WASH facilities
* Schools trained to maintain and manage WASH facilities.
* Community Water & Sanitation Management teams formed and functional.
* Strengthened capacity of WSMTs in planning and implementation of WASH projects.
* Rural Sanitation Model and Strategy rolled out in DPC districts.
* Youth in DPCs trained in construction of disaster- resilient WASH facilities.
* Youth equipped with resources/tools to construct and maintain disaster resilient WASH facilities

*Improved hygiene behaviours:*

* Safe water storage facilities provided in schools and households
* School health and hygiene promotion clubs formed and functional
* Community members trained to promulgate and/or update ODF by-laws
* Educational campaigns delivered for school children , men and women on the benefits of hand washing with soap and HWTS
* Communities and schools trained in safe excreta disposal and HWWS
* Communities and schools provided training in water treatment and safe storage
* Awareness-creation workshop, open forums etc. in relation to hygiene, hand washing, safe water storage and open defecation for community members and school health committees held

*Increased regional, district and local capacity for sustainable management of WASH facilities:*

* Local officials trained in planning , implementation and management of disaster-resilient WASH projects
* Financial and logistical support for strengthening of WASH systems in disaster-prone communities provided

B4 - KEY ACTIVITIES

* Undertake a process for selection of beneficiary communities and schools;
* Conduct baseline study of the 3 Eastern regions and put in place database system;
* Establish a database on WASH facilities and services for the selected communities and schools, including safe havens;
* Identify potential WASH interventions for the selected communities and schools including safe havens
* Assess on the ground characteristics in the communities, schools, including safe havens, and propose resilient WASH solutions for locations that require resilient options;
* Review minimum standards for WASH interventions and indicators (with due focus on resilience) and propose measures for subsequent policy discussions and uptake
* Establish a campaign to promote the social norms of using latrines and not defecating in the open with a focus on the remote communities
* Sustainable implementation of CLTS in Communities to ensure latrine uptake
* WASH technology assessment, development and dissemination of guidelines
* Provide institutional sanitation facilities in schools and communal facilities in safe havens (including health centers)
* Provide access to resilient and safe drinking water facilities
* Promote measures for the adoption of good hygiene practices
* Enhance capacity of field officers and National and Local government WASH authorities
* Assist with measures to enhance preparedness to disasters by beneficiary communities as complement to other national efforts
* Undertake monitoring, evaluation and follow up actions.

*ANNEX 3. PROGRAMME PERFORMANCE MEASUREMENT FRAMEWORK*

| EXPECTED RESULTS1 | INDICATORS2 | BASELINE DATA | TARGETS3 | DATA SOURCES | DATA COLLECTION METHODS | FREQUENCY | RESPONSIBILITY |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ULTIMATE OUTCOME | | | | | | | |
| 1000 Reduced burden of water, sanitation and hygiene (WASH) related diseases among men, women, boys and girls in Disaster Prone Communities(DPCs) in Timor Leste |  |  |  |  | Survey | Every 2 years | GSS |
| U5 mortality rates by region | National= 82 (per 1,000 live births); |  |  |
|  |  | 53per 1000 live births (MDG target for Timor Leste) |  |
|  |  |  | GDHS/MICS |
|  |  |  |  |
|  | National=12.7%; | N/A | GDHS/MICS | Survey | Every 2 years | GSS |
| Prevalence of diarrhoea in the 3 Eastern regions |  |
|  |  |
|  |  |
| INTERMEDIATE OUTCOMES | | | | | | | |
| 1100 Increased equitable use of disaster-resilient improved sanitation and water facilities by people in DPCs in Timor Leste | Percentage of population with access to improved disaster resilient sanitation facilities in the 3 Eastern regions | National=15.0%; | 52% (MDG target) | GDHS/MICS | Survey | Every 2 years | GSS |
|  |  |
|  |  |
|  |  |
| Percentage of population with access to safe drinking water sources in the 3 Eastern regions | NR=68.4% | NR=70.9; | GDHS/MICS | Survey | Every 2 years | GSS |
|  |  |
|  |  |
| Percentage of rural population with sustainable access to safe drinking water sources in the 3 Eastern regions |  |  | GoTL Annual Progress Report(APR); | Report | Annually | UNDP/UNIMAG/NDPC |
| NR=63.65% (2011) |
|  |
|  |
|  |
| Number (out of 200,000) of women, men, boys and girls with access to improved disaster resilient sanitation facilities in DPCs | Total = | Total = 200,000 | Project Completion Report | Report/evaluation | 3 years | UNDP/UNIMAG |
|  | Women= | Women=TBD |
| Number (out of 200,000) of women, men, boys and girls with access to safe water in DPCs | Men = | Men =TBD |
|  | Girls = | Girls =TBD |
|  | Boys = | Boys =TBD |
|  | Girls’ assessment of suitability of improved disaster resilient sanitation facilities in DPCs by region | TBD | TBD | Baseline report; progress reports; | Report | Baseline/midterm and end line studies | UNDP/UNIMAG |
|  |
| Rating scale: 1, Highly unsatisfactory, 2. Unsatisfactory, 3 Neither satisfactory or unsatisfactory, 4. Satisfactory, 5. Highly satisfactory |
| 1200 Improved hygiene practices among women, men, girls and boys before, during and after disasters in DPCs in Timor Leste |  |  |  | Baseline report; progress report | Report | Annually | UNDP/UNIMAG |
| Number and Percentage of population (m/f) practising hand washing with soap in DPCs |  |  |
|  |  |  |
|  |  | 200 |
|  | TBD |  |
| Number of school children (m/f) practising hand washing with sop in DPCs |  |  |
|  |  |  |
|  | TBD | 50 | Baseline report; progress reports; | Report | Annually | UNDP/UNIMAG |
| Number of school children (m/f) having access to improved disaster resilient sanitation facilities in target DPCs | EMIS for WASH in schools |
|  |  |
|  |  |
| Number of communities in DPCs with access to disaster resilient sanitation facilities (3 Eastern regions) | 0 | 265 | Baseline report; progress reports | Report | Annually | UNDP/UNIMAG |
|
|
| Number of communities practising household water treatment and safe storage in DPCs (3 Eastern regions) | TBD | 265 | Baseline report; progress reports; Annual project reports | Report | Annually | UNDP/UNIMAG |
| Number of people (m/f) using household water treatment and safe storage systems |
| 1300 Improved planning and implementation of WASH programs by local institutions | Number of districts with roll-out implementation programs of Bemori - Water for Lifes | 0 | 24 | Baseline report; progress reports | Report | Annually | UNDP/UNIMAG |
|
| Effectiveness of district WASH implementation program |  |  |  |  |  |  |
| Rating scale: 1, Highly unsatisfactory, 2. Unsatisfactory, 3 Neither satisfactory or unsatisfactory, 4. Satisfactory, 5. Highly satisfactory |
| Number of targeted districts with functional NADMO offices | TBD (very limited) | 24 | Baseline report; progress reports | Field visits, Report | Annually | UNDP/UNIMAG |
|
| IMMEDIATE OUTCOMES | | | | | | | |
| 1110 Increased access to gender-sensitive, child-friendly , disaster-resilient and improved sanitation and water facilities in schools and communities in DPCs | Number and Percentage of population (m/f) aware of the 3 behaviours for improved hygiene practices (- hand washing with soap, safe excreta disposal and household water treatment and safe storage- ) in DPCs in 3 Eastern regions | TBD | 2.5% increase from baseline figure | Baseline report; Annual project reports; project completion reports | Report | Annually | UNDP/UNIMAG |
|
|
| Number (out of total) of basic schools in DPCs with gender and disability friendly latrines | TBD | TBD | Baseline report; Annual project reports; project completion reports | Report | Annually | UNDP/UNIMAG |
| 1120 Improved capacity of community members and schools to maintain disaster resilient and improved water and sanitation facilities | Number of women and men trained to construct and maintain disaster resilient and improved sanitation and water facilities in DPCs(3 Eastern regions) | 0 (sex disaggregated) | 400 | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
|
| # of schools trained to maintain disaster resilient and improved sanitation and water facilities in DPCs(3 Eastern regions) | TBD | 100% | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| 1130 Increased knowledge and capacity of youth in DPCs in Timor Leste to construct and maintain disaster resilient and improved sanitation and water facilities in communities and schools. | # of communities with youth trained to construct and maintain disaster resilient and improved sanitation and water facilities in schools and communities in DPCs in Timor Leste | 0 | 265 | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
|
| # of youth (male/female) trained to construct and maintain WASH facilities in DPCs | 0 | TBD | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
| 1210 Increased ability of community members and schools to treat water and adopt safe water storage practices before, during and after emergency situations | Number of Water and Sanitation Management Teams (WSMTs)(out of total) provided training in household water treatment and safe storage systems in DPCs in the 3 Eastern regions | 0 | 265 | Baseline report; Annual project reports | Report | Annually | UNDP/UNIMAG |
|
| % schools provided training in household water treatment and safe storage systems in DPCs in the 3 Eastern regions | TBD | 100% | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| 1220 Enhance capacity of WSMTs and communities to enforce Open- Defecation Free (ODF) by-laws in DPCs | % of WSMTs trained in WASH management, advocacy and related issues | 0 | 100% | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|  |
| . |
| # of WSMT members (m/f) trained in WASH management, advocacy and related issues | TBD | TBD | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| % of WSMTs trained to enforce ODF bye laws in DPCs | 0 | 100% | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
| # of women WSMT members (out of total) trained in ODF | TBD | TBD | Training report | Report | Annually | UNDP/UNIMAG |
| 1230 Increased knowledge of hygiene, public health and environmental WASH issues amongst the population, particularly children, youth and women in DPCs | # of DPCs that have received disaster resilient hygiene, public health and environmental education | 0 | 265 | Baseline report; Training and Capacity building reports; Annual project reports | Report | Annually | UNDP/UNIMAG |
| 1310 Strengthened capacity of local officials in planning, implementation, monitoring and evaluation of gender-sensitive and disaster-resilient WASH programs | # of local officials (m/f) trained in disaster resilient WASH service delivery, RBM and gender equality (3 Eastern regions) | Total = 0 | Total = 117 | Baseline report; Training and Capacity building reports; Annual project reports | Report | Annually | UNDP/UNIMAG |
| Male = 0 | Male = TBD |
| Female = 0 | Female = TBD |
|  |  |
| 1320 Strengthened capacity of local institutions to deliver disaster resilient WASH services in DPCs in Timor Leste. | # of local institutions (DAs/NADMO) that have received disaster resilient WASH training in the 3 Eastern regions. | 0 | 24 | Baseline report; Training and Capacity building reports; Annual project reports; | Report | Annually | UNDP/UNIMAG |
| NADMO disaster reports. |
| OUTPUTS | | | | | | | |
| 1111 Improved child, gender-, disability-friendly and disaster- resilient latrines constructed in schools | Number of child/girl ,disability friendly and disaster-resilient improved school latrines constructed/rehabilitated | 0 | 125 | Baseline report; Annual project reports | Report | Annually | UNDP/UNIMAG |
|
| 1112 Improved disaster- resilient household sanitation facilities constructed | Number of disaster – resilient household improved sanitation facilities constructed/or rehabilitated | TBD | TBD | Baseline report; Annual project reports |  | Annually | UNDP/UNIMAG |
|
| 1113 Water systems constructed in communities and schools | Number of communities with functional disaster-resilient water systems in place | 0 | 265 | Baseline report; Annual project reports |  | Annually | UNDP/UNIMAG |
| Number of schools with functional disaster-resilient water systems in place. | 0 | TBD | Baseline report; Annual project reports |  | Annually | UNDP/UNIMAG |
| 1114 Households provided with micro credit for construction of disaster resilient sanitation facilities | # of established and functional microfinance for household sanitation facilities. | 0 | 24 | Microfinance establishment/ agreements; project reports | Report, Field visits | Annually | UNDP/UNIMAG |
| Number of women households (out of total) who have accessed microcredit to construct latrines | 0 | TBD | Baseline report; Annual Progress reports | Report | Annually | UNDP/UNIMAG |
| 1115 Awareness building workshops, open forums etc conducted re: use of improved sanitation and water facilities conducted | Number of awareness and sensitization meetings/fora held in schools and communities |  | 7,02 | Baseline report; Annual Progress reports | Reports | Annually | UNDP/UNIMAG |
| Total | NA | 2,25 |
| -Schools |  | 4,77 |
| -Communities |  |  |
| 1121 Community members trained to operate and maintain WASH facilities | Number of WSMT members (M/F) trained to operate and maintain WASH facilities | TBD | TBD | Baseline report, Annual Progress Report, Training report | Report | Annually | UNDP/UNIMAG |
|
| 1122 Schools trained to maintain and manage WASH facilities. | Number of schools trained to maintain and manage WASH facilities | 0 | 125 | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
| 1123 Community Water & Sanitation Management teams formed and functional | Number of community water & sanitation management teams formed and functional | 0 | 265 | Baseline report; Training and Capacity building reports; Annual progress report | Report | Annually | UNDP/UNIMAG |
|
| 1124 Strengthened capacity WSMT in planning and implementation of WASH projects | Number of WSMT members(M/F) trained in planning and implementation of WASH projects | 0 | TBD | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
| 1131 Rural Sanitation Model and Strategy rolled out in DPC districts. | Number of districts where Rural Sanitation Model and Strategy rolled out | 0 | 24 | Annual report | Report | Annually | UNDP/UNIMAG |
|
| 1132 Youth in DPCs trained in construction of disaster- resilient facilities | Number of youth (M/F) in DPCs trained in construction of disaster- resilient facilities (3 Eastern regions) | 0 | 400 | Baseline report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| 1133 Youth equipped with resources/tools to construct and maintain disaster resilient facilities | Number of youth (M/F) equipped with resources/tools to construct and maintain disaster-resilient facilities | 0 | 400 | Baseline report; Training and Capacity building reports; Annual project reports | Report | Annually | UNDP/UNIMAG |
| 1211 Safe water storage facilities provided in schools and households |  | NA | TBD | Annual project reports; project completion report | Report | Annually | UNDP/UNIMAG |
| Number of schools provided with safe water storage facilities for disaster preparedness |
| 1212 School health and hygiene promotion clubs formed and functional | Number of school health clubs established to promote health and hygiene in schools | 0 | 125 | Baseline report; Annual reports | Report | Annually | UNDP/UNIMAG |
|
| 1221 Community members trained to formulate ODF by-laws | Number of community WSMTs trained to formulate/establish ODF bye- laws | 0 | 265 | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| Number of DPCs that are ODF | 0 | 265 | Baseline report; Annual Progress reports | Report | Annually | UNDP/UNIMAG |
|
| 1231 Educational campaigns delivered for school children , men and women on the benefits of hand washing with soap | Number of hand washing sensitization meetings/forums held with schools and communities | NA | 7,02 | Baseline report; Annual Progress reports | Report | Annually | UNDP/UNIMAG |
| -Total | 2,25 |
| -Schools | 4,77 |
| -Communities |  |
| 1232 Communities and school children trained in safe excreta disposal | Number of WSMTs trained in safe excreta disposal | 0 | 265 | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
| Number of schools trained in safe excreta disposal | 0 | 125 | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| 1233 Communities and school children provided training in water treatment and storage | Number of communities trained in water treatment and storage | 0 | 265 | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| Number of schools in DPCs trained in water treatment and storage | 0 | 125 | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| 1234 Awareness-building workshop, open forums etc in relation to hygiene, hand washing and open defecation for community members and school health committees held | Number of ODF sensitization forums held for DPCs (3 northern region) | TBD |  | Baseline report; Annual Progress reports | Report |  | UNDP/UNIMAG |
| Number of beneficiaries (M/F) of WASH sensitization forums in DPCs | TBD | TBD | Baseline and Annual Progress reports | Report | Annually | UNDP/UNIMAG |
| Number of ODF sensitization forums held for schools | 0 | 2,25 | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
| Number of beneficiaries (girls/boys) of ODF sensitization forums in DPC schools | TBD | TBD | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
| 1311 Local officials trained in planning , implementation and management of disaster-resilient WASH projects | Number of regional officials trained to plan, implement and manage Bemori - Water for Life projects | TBD | TBD | Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |
|
| Number of district officials (M/F) trained to plan, implement and manage Bemori - Water for Life projects | 0 | 100 | Annual Progress reports; | Report | Annually | UNDP/UNIMAG |
| Training and Capacity building reports |
| 1321 Financial and logistical support for strengthening of WASH systems in DPCs provided | Number of regional offices provided with logistics to manage Bemori - Water for Lifes | 0 | 3 | Progress reports | Report | Annually | UNDP/UNIMAG |
|
| Number of district offices provided with logistics to manage Bemori - Water for Lifes | 0 | 24 | Progress report | Report | Annually | UNDP/UNIMAG |
|
| Number of district officials trained and supported to establish SanMark in DPCs | TBD | TBD | Baseline report; Annual Progress report; Training and Capacity building reports | Report | Annually | UNDP/UNIMAG |

1. For basic sanitation this includes people who practise open defecation, do not use improved sanitation facilities and do not practice handwashing with soap [↑](#footnote-ref-1)
2. This will include succession planning, M&E and documentation, creating community awareness on financial sustainability mechanisms, etc. [↑](#footnote-ref-2)