

Roles and Responsibilities , Regional Support Units & their Establishment

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Regional WASH Steering Committee(RWSC)—COWASH Document

- COWASH project has two components; the first focusing on national level CMP scaling-up, the second focusing at regional level CMP implementation.
- A high level decision make body at region level is required to be established as part of the project management.

RWSC

- The Regional WaSH Steering Committee (RWSC), will act as highest level COWASH management organ in the region. (In line with WIF)
- When RWSC meets on COWASH MFA of Finland represented by the Embassy of Finland shall be invited to the meeting as a member.
- The main task is to oversee the smooth implementation of the programme and support the CMP development, implementation and scaling up in the region.

RWSC --WIF

- Regional authorities will decide the composition of WaSH structures depending on
 - the size of the region,
 - the scope of the program and
 - the availability of human resources.(WIF)
- To Provide oversight and/or management functions for integrated program a membership of 6 to 10 persons with representation from

Regional WASH Steering Committee

- BoFED*
- Water & Energy Bureau*
- Health Bureau*
- Education Bureau*
- Agriculture Bureau
- Women's Affairs
- CSOs/NGOs
- sector input to regional WaSH plans, budgets and reports will be comprised only of persons from each of the (4) key sectors* (WIF, April 2011)

Members of the RWSC on COWASH

- (BoFED) represented by the Head or his/her Deputy (Chair)
- BoW represented by the Bureau Head or his/her Deputy (Secretary)—RSU TL
- BoH represented by the Bureau Head or his/her Deputy
- BoE represented by the Bureau Head or his/her Deputy
- (MFA) represented by the Embassy of Finland

Members of the RWSC on COWASH C-2

- Whenever there is a need for a resource person from the region for particular agenda item, the RWSC Chair invites the respective responsible person as appropriate

Duties and responsibilities of the RWSC on COWASH

- Provide overall guidance on the overall program implementation and scaling up of CMP
- Provide guidance and approval of major COWASH strategic and policy issues
- Make decisions on changes in the COWASH management structure and, budget as well as other changes which will have major financial implications

Duties and responsibilities of the RWSC on COWASH

- Approval of the major guidelines, strategies and manuals relevant for COWASH implementation
- Review and endorse the annual work plans and budgets
- Review and approve annual progress reports
- RWSC on COWASH meets twice a year to provide guidance and makes decisions based on the jointly prepared agenda.

Regional Water Bureau

- Water Bureau is responsible for employment and supervision of the RSU team.
- Bureau of Finance is the co-ordinating bureau of the fund-flow and responsible for managing the WaSH funds. In some cases these functions are delegated to Regional Water Bureau and RSU.

Regional Water Bureaus

- Physical progress reporting flows from communities to Woreda Water Office compiled quarterly by Water Bureau,
- The FTAT will support the selection of the Regional Support Unit staff with Water Bureau.
- The contractual arrangements of the Regional Support Unit staff will be made with the regional

Regional Water Bureaus

- Finance Bureau/Water Bureau will enter into a legal service agreement with a financial intermediary for channelling investment funds to communities.

Regional Support Unit

- The technical COWASH coordination is facilitated by the Regional Support Unit.
- The purpose is to build/achieve the institutionalized capacity at the regional, zonal and woreda levels to establish, replicate and scale-up CMP
- Established at the Water Bureau
- Specialists will be assigned to the RSU and trained for the job

Regional Support Unit

- The need of specialists is assessed and planned as part of the annual work planning process
- The composition of the RSU varies according to the scale of the CMP implementation in the Region. The specialists work in the Regional Support Unit on full time basis for CMP implementation

RSU staff

- CMP Director/Coordinator (existing staff assigned from the Water Sector Bureau)
- CMP Specialist/Team Leader
- Planning, Monitoring and Evaluation Specialist
- Capacity Development Specialist
- Financial Specialist
- Zonal or Woreda Advisors (the number will be defined annually as per the need)

RSU staff

- RSU shall have support staff such as Secretary/Cashier and drivers as needed

Semi-independent operations

- The RSU opens its own bank account in the Commercial Bank of Ethiopia to receive funds for its own operations
- Upon the RSU's request the Regional Finance Sector Bureau BoFED will transfer the operational funds to this bank account on quarterly basis.
- The RSU has the authority within the approved annual budget frame of RSU operations to decide on the use of the funds for its purposes defined in the approved Annual Work Plan.

Semi-independent operations

- RSU has the mandate to make changes into the approved annual RSU work plans within the agreed budget limits. If budget limits need to be exceeded, the RSU has to present applications for RWTT and RWSC approval.
- RSU Procurement thresholds are:
 - Direct procurement up to Birr 2,500 (Exception is the car maintenance where the threshold is up to Birr 50,000)
 - Procurement based on proforma collection Birr 2,500-30,000
 - Open tender above the Birr 30,000

Semi-independent operations

- The RSU shall have full control of its assets, including equipment and vehicles that have been entrusted for its possession.

Main tasks of the Regional Support Unit

- Development of strategies and plans to establish, sustain and scale-up community managed funding mechanism to the potential CMP woredas and zones including institutionalization strategy, annual plans and budgets.
- Provide support to the coordination of CMP implementation with other possible WaSH development projects aiming at reaching GTP targets.

Main tasks of the Regional Support Unit

- Provide support to the coordination and preparation of quarterly and annual progress and financial reports
- Prepare and implement a training and capacity building plan for relevant regional, zonal, woreda government organizations and Financial Intermediary on CMP financing and implementation mechanisms
- Provide training to regional and zone/woreda WaSH trainers (Training of Trainers)

Main tasks of the Regional Support Unit

- Provide technical support upon request, and where found necessary
- Adapt training materials and CMP guidelines to local conditions for the use of zone and woreda staff and organizing distribution of the materials
- Provide support to the operationalization of the monitoring and evaluation and relevant Management Information System (MIS) for CMP implementation in the region

Main tasks of the Regional Support Unit

- Monitor and evaluate CMP activities and CMP implementation in the region
- Prepare the annual budget and work plan for RSU's own operations
- Provide COWASH FTAT with up-dated data on CMP development

Thank you for listening