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## **PROGRESS REPORT TO ESTABLISH THE WATER SUPPLY AND SANITATION COLLABORATIVE COUNCIL CHAPTER FOR LATIN AMERICA.**

### **I. INTRODUCTION**

*During the Third Global Forum of the Water Supply and Sanitation Collaborative Council, held in Barbados in November 1995, there was a substantial support for the Council to promote and organize more regional activities and to develop its own regional structure.*

*ANDESAPA and CAPRE, representing a total 12 Latin American countries between them, expressed a willingness to help organize a Regional Meeting of the Council for Latin America, which was held in Quito, Ecuador from October 16 to 18, 1996.*

*CAPRE, ANDESAPA, WSSCC, and GTZ organized this event, with the cooperation of AIDIS. Basic subjects selected for the meeting were considered the most important topics in the Region, in which every organization was working; thus, the subjects assigned to each institution were as follows:*

- 1. ANDESAPA: "Strategies for Management and Treatment of Wastewater (domestic and industrial)".*
- 2. CAPRE: "Modernization of the Water Supply and Sanitation Sector".*
- 3. WSSCC: "Rehabilitation of Water Supply and Sanitation Systems".*
- 4. AIDIS: "Regulation and Certification on a regional basis".*

*This effort intends to be the starting point of a joint work, grouping all Latin American countries, from Mexico to Argentina, with a common goal, which is the enhance of water supply and sanitation, in order to improve health, environment, and consequently, quality of life of our people.*

*This meeting was attended by forty four participants from most of the Latin American countries, and they represented governmental and non-governmental organizations, as well as bilateral and multilateral cooperation agencies and development banks.*

*At the beginning of the WSSCC Regional Meeting for Latin America, several local authorities from the attendant organizations stated the importance of the meeting, especially the following facts:*

- Latin America needs 12,000 million dollars per year to solve water supply and sanitation problems, such amount is impossible to be obtained; therefore, it is important to concentrate*

*the region's efforts to find specific solutions.*

- *The meeting constitutes the first effort, for regional organizations to discuss common problems and take actions to solve them.*
- *Such initiatives, which promote solutions rather than analyzed problems, allows a qualitative step forward in the sector's development.*
- *The importance of the community's participation in the solution processes was emphasized, as guarantee of works continuity.*

## **II. OBJECTIVES OF THE REGIONAL MEETING FOR LATIN AMERICA OF THE WSS COLLABORATIVE COUNCIL.**

1. *To incorporate actively Latin America in the activities being carried out by the Water Supply and Sanitation Collaborative Council, through the creation of a chapter of this Council for Latin America.*
2. *To present and discuss proposals on the following subjects:*
  - *Strategies for management and treatment of waste water (domestic and industrial).*
  - *Modernization of the Water Supply and Sanitation Sector.*
  - *Regulation and certification on a regional basis.*
  - *Rehabilitation of water supply and sanitation systems.*
3. *To start a discussion process on the above described subjects specifically focused for the region, among governmental and non-governmental organizations, bilateral and multilateral cooperation agencies, and development banks representatives.*
4. *To identify main barriers that hinder development and improvement from proposed subjects, defining the main solutions to overcome them, activities to be carried out, and main responsible actors for achievement of solutions.*
5. *To establish four Latin American working groups which, with the assistance of the Council and its collaborative agencies, will strongly develop the four subjects discussed and try to find the best solutions adjusted to our Region.*

## **III. WORK INTO THE GROUPS DURING THE REGIONAL MEETING.**

*Groups were organized according to participants' preferences; therefore, these groups were not homogeneous in number.*

*Each group had a facilitator, who allowed the group the responsibility of the process in order to achieve the expected results. To guide the work into the groups, the following questions were defined previously:*

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**GROUP No. 1**

- 1. Which barriers currently hinder the management and treatment of waste water (domestic and industrial)?**
- 2. In order to overcome the above detected barriers, which short, mid, and long term solutions do you propose?**
- 3. Which specific actions shall be implemented in order to achieve the solutions proposed in this working group?**
- 4. Who do you believe must be responsible to reach the proposed solution(s)?**

**GROUP No. 2**

- 1. Which barriers currently hinder the modernization of the water supply and sanitation sector.**

**Questions 2,3,4, are the same as in Group 1.**

**GROUP No. 3**

- 1. Which barriers currently hinder the regulation and certification on a regional basis?**

**Questions 2,3,4, are the same as in Group 1.**

**GROUP No. 4**

- 1. Which barriers currently hinder the rehabilitation of the water supply and sanitation systems?**

**Questions 2,3,4, are the same as in Group 1.**

**The following points of coincidence were observed in the working groups:**

- It is necessary to create the adequate legal frame for the improvement of the sector.**
- The political decision is an outstanding factor for the development of the sector.**
- It is imperative to develop the appropriate technologies for the region to solve water supply and sanitation problems.**
- The available resources, at different levels, are very scarce; therefore, it is imperative to concentrate efforts and make the best use of them.**
- The participation of both public and private sector as well as the community in a consensual manner, guarantees more effective actions.**

- *It is necessary to strengthen public and private institutions managing this sector.*
- *Regional organisms must command a process of formulation and implementation of solutions, in order to coordinate actions from the different countries.*

*The results of the work into the groups were consolidated in matrixes, which will be used as terms of reference for the working groups.*

#### **IV. CONCLUSIONS OF THE QUITO REGIONAL MEETING**

*The following points are highlighted as final conclusion of the event:*

- 1. Approval of the proposal for the "Action Plan of Quito.*
- 2. Creation of working groups.*
- 3. Recommendations for the work to be performed by the working groups.*

##### **IV.1 ACTION PLAN OF QUITO**

###### **1. Prepare, review and print the Final Report of the Regional Meeting**

- *Responsible : ANDESAPA.*
- *Term : 30 working days*

###### **2. Creation of corresponding chapter of the Water Supply and Sanitation Collaborative Council in Latin America.**

- *The Caribbean will be included through the Caribbean Water and WasteWater Association.*
- *Responsible for the coordination for the establishment of the section.*

*a) ANDESAPA (Coordinator)*

*b) CAPRE, AIDIS, BRAZIL and CARIBBEAN (Co-responsible)*

- *Task Group*

*In order to establish the WSSCC chapter, a task group made up by ANDESAPA, CAPRE, BRASIL, AIDIS and the CARIBBEAN, will be created with WSSCC support, and will develop all the necessary actions for this purpose within a term of 6 months, starting at the closing date of this Regional Meeting.*

*The first meeting of this task group will be held in Mexico City, during the meeting of the XXV Inter American Congress of Sanitary and Environmental Engineering, from November 3 to 7, 1997.*

**3. Creation of Working Groups to deeply develop the four subjects which originated this Regional meeting.**

*In order to establish these four working groups, it is necessary to designate a coordinator for each group, coming from the participants of this Meeting. A voluntary pronouncement related to this matter is expected.*

*The coordinator's mission will be to perform all the necessary actions to create the working group. It will be convenient that the participants choose their working group they would like to belong to in the future.*

*These working groups should keep a close relationship with the international WSSCC working groups, according to the subject developed by each one of these groups.*

*For the creation of these working groups, a six months term is also estimated, starting from the closing date of the regional meeting.*

**IV.2 CREATION OF LATIN AMERICAN WORKING GROUPS.**

*At the plenary meeting, the Plan of Quito and the creation of regional working groups was discussed, and they were made up as follows :*

**Group No. 1 "Strategies for management and treatment of wastewater"**

**Location:** Mexico  
**Coordinator:** Dr. Vicente Jonguitud  
AIDIS Vicepresident ,  
Mexico, D.F.

**Group No. 2 "Modernization of the water supply and sanitation sector".**

**Location:** National Secretary of Popular Participation, Ministry of  
Urban Development - Bolivia.  
**Coordinator:** Mr. Jose Luis Castagne  
Popular Participation and Urban Development Secretary,  
La Paz-Bolivia.

**Group No. 3 "Regulation and Certification on a regional basis"**

**Location:** HIDROVEN - Venezuela  
**Coordinator:** Mr. Rafael Martinez Monro  
President HIDROVEN  
Caracas-Venezuela

#### **Group No. 4 "Rehabilitation of water supply and sanitation systems"**

Location: SANAA - Honduras

Coordinator: Mr. Manuel Romero  
Manager of SANAA  
Tegucigalpa-Honduras

#### **IV.3 RECOMMENDATIONS FOR THE WORK TO BE PERFORMED BY THE LATIN AMERICAN WORKING GROUPS.**

*In order to obtain the proper functioning of the proposed working groups, the plenary meeting recommended the following:*

- 1. At the first meeting of the working group, the following products must be addressed: results to be obtained from each group, as well as the type of meeting and its frequency.*
- 2. The working term of the groups must be no more than two years.*
- 3. The overlapping of the working groups is desirable in order to coordinate work and to obtain best results.*
- 4. The strategies of the region, in order to improve each one of the subjects, must be identified, by the working groups, as subproduct.*
- 5. The working groups shall be responsible to find similar solutions within the region, identifying the common interests and main topics to reach consensus.*

#### **IV.4 REPORTS OF THE WORK DEVELOPED BY THE LATIN AMERICAN WORKING GROUPS.**

*These reports have been prepared separately from this document.*

#### **V. LATIN AMERICAN CHAPTER OF THE WSS COLLABORATIVE COUNCIL.**

*In order to comply with the resolution of the Action Plan of Quito related to the establishment of the Latin American Chapter of the Council, representatives from CAPRE and ANDESAPA made contact, through ACODAL, with the UNICEF Regional Office for Latin America and the Caribbean, located in Bogota, Colombia, to request to this international agency to host and give support to the Council Chapter.*

*On July 7, 1997 a meeting was held in Bogota, Colombia, attended by the UNICEF Regional Director, its Deputy Regional Director and officers from New York and El Salvador, the WSSCC Executive Secretary, the CAPRE and ANDESAPA Executive Directors, the President, Manager and Executive Director of ACODAL and a representative of PAHO in Colombia.*

Once the background for setting up the Chapter was outlined, as well as the need that the Chapter should function in an autonomous way, but within an international agency in order to follow its administrative rules and regulations in terms of auditing, accounting, contracting and travel, the request that the UNICEF Regional Office should become the host agency for the Latin American Chapter of the Council was reiterated.

#### V.1 CONCLUSIONS OF THE MEETING WITH UNICEF IN BOGOTA

The results and conclusions of the meeting were:

- A Draft TOR, and a definition of the required profile needed for the post.
- The out-line of the Proposal for setting up the Secretariat of the Chapter.
- UNICEF's agreement in principle to host the Secretariat. The full extent of UNICEF support will be made known once the detailed proposal is prepared and approved at the Manila Forum but UNICEF's preliminary commitment on areas of support were the following: (a) Office space for the Executive Secretary and his assistants; (b) Use of conference room and other common facilities; (c) Funds management (accounting, audit, etc.) based on UNICEF rules and regulations.

#### V.2 FOLLOW UP ACTIONS

- ANDESAPA and CAPRE are responsible for finalizing the Proposal for funding with support from WSSCC, by the end of August. This proposal will be submitted to the Manila Forum.
- Prior to the Manila meeting the proposal will be informally introduced to potential donors by Mr. Wirasinha.
- Further discussions are needed to decide on the nature of the Executive Secretary post (National or International) taking into account not only the cost aspects but all other pros and cons for either. UNICEF rules and regulations should also be considered if UNICEF is to be responsible for contracting.
- UNICEF to look at the modalities for setting-up a separate account for the Chapter, among them Funds in Trust.

#### V.3 OUTLINE FOR DRAFT PROPOSAL FOR SETTING THE LATIN AMERICAN AND THE CARIBBEAN CHAPTER OF THE WSSCC 1998-1999.

##### 1. BACKGROUND

The WSSCC was created in 1990 at the Safe Water 2000 Global Consultation. The aim was to maintain the momentum gained during the United Nations International Drinking Water Supply and Sanitation Decade (1981-1990), by providing a framework for collaboration among sector agencies from developed and developing countries.

The Water Supply and Sanitation Collaborative Council (WSSCC) is an alliance of professionals who work in the fields of water supply, sanitation and waste management. Its

members are the participants in its biennial Global Forum and other Council activities. They come from developing, industrialized and newly independent countries and work for government agencies, external support agencies (ESAs), non-governmental organizations (NGOs), professional associations, research, training and information institutions. Through the Council, they develop common approaches to main identified and agreed upon issues.

The 3rd Global Forum of the WSSCC in Barbados 1995, one of the major recommendations in order to enhance greater effectiveness was the creation of regional activities and regional groups.

As a follow up of this recommendation a meeting was held in October 16-18 1996, in Quito, organized by ANDESAPA & CAPRE with the participation of AIDIS and the assistance from the WSSCC. The major conclusion of that meeting known as the Quito Plan of Action, was the creation of the Latin America and Caribbean Chapter of the WSSCC.

At that meeting were also identified 4 major areas/issues which required immediate attention, namely:

1. Strategies for Management & Treatment of Waste Water.
2. WES Sector Reform.
3. Regional Norms and Standards.
4. Rehabilitation of Water supplies and Sanitation Systems.

## 2. OBJECTIVE

To enhance collaboration among all stakeholders in Latin America and the Caribbean in the Water Supply and Sanitation Sector, including the provision of a neutral platform for the existing organizations to come together, as to accelerate the achievement of sustainable water supply sanitation, waste management to all people in the region.

## 3. STRATEGIES

- facilitate collaboration and coordination
- promote integration of Latin America and the Caribbean Institutions and Professionals in the WSSCC
- facilitate and promote exchange of experiences.
- facilitate use of existing instruments from working groups

## 4. MODUS OPERANDI/ORGANIZATIONAL MANAGEMENT

- small secretariat
- working groups
- networking
- task forces
- biennial fora

## 5. OPERATIONAL ARRANGEMENT



**Secretariat**                      *Accountable to host organization Follow Rule of organization Autonomous from host organization.*

*Funding  
Accounting  
Auditing  
Relation with WSSCC*

## **6. MANAGEMENT**

### **TERMS OF REFERENCE EXECUTIVE SECRETARY OF THE WATER AND SANITATION COUNCIL: LATIN AMERICAN CHAPTER.**

*Working in coordination with the Global Water and Sanitation Council be responsible for:*

#### **1. ADMINISTRATION**

- 1.1 Set-up the procedure for operational activities.*
- 1.2 Recruitment and supervision of staff.*
- 1.3 Plan, preparation and management of the forum.*
- 1.4 Liaison with the host Agency.*

#### **2. MOBILIZATION OF RESOURCES**

- 2.1 Preparation and submission of proposal for funding for the secretariat and working groups.*
- 2.2 Contact with donors in liaison with the Geneva Secretariat.*
- 2.3 Contact with governmental and non-governmental organizations.*

#### **3. COORDINATION**

- 3.1 Coordination of working group activities.*
- 3.2 Participation in working group activities.*
- 3.3 Organization of meetings.*

#### **4. COMMUNICATION/ ADVOCACY**

- 4.1 Communication related to out-puts of the Council (Regional Forum, Working Groups).*
- 4.2 Represent the Chapter at Governmental meeting, conferences or other organization*

*on Association meetings upon invitation etc.*

**4.3 Promotion and advocacy of the Council/ Global and Regional Chapter.**

## **5. REPORTING**

**5.1 Report to Donors on progress of outputs, as well as financial expenditures and income.**

**5.2 Report to countries (Governments, NGOs, Professional Organizations, Regional Institutions etc.) on progress of outputs.**

## **REQUIREMENTS**

- 1. Professional in the area of Civil, Sanitary, Environmental, Water Resources Engineering with wide exposure to other fields particularly the social area**
- 2. Knowledge of the Latin America and the Caribbean WES sector and current trends.**
- 3. Managerial experience**
- 4. Experience at the international level and with international organizations.**
- 5. Experience working in groups and with professionals of different background.**
- 6. Ability to communicate ideas clearly.**
- 7. Ability to work in a multi-culture environment.**
- 8. Negotiation skills.**
- 9. Fluent in English and Spanish, knowledge of Portuguese and French desirable.**