

ALBANIA
Integrated Water Resources Management (IWRM)

Terms of Reference

Consultancy Services

for

**Preparation of the Strategic Environmental Assessment (SEA)
of River Basin Management Plan for Drini-Buna & Semani river
(Ref. No. MEFWA/CS/001a)**

1. PROJECT OVERVIEW

The World Bank is assisting the Government of Albania (GoA) with the financing of the “Water Resources and Irrigation Project” (WRIP) with the objective (i) to strengthen the Government's capacity to manage water resources both the national level and in the Drin-Buna and Semani river basins and (ii) to sustainably improve the performance of irrigation systems and irrigation institutions in the project area. The WRIP is implementing by the Ministry of Agriculture and Rural Development (MoARD), as the Implementing Agency of the Client.

Component 3 of the Project will provide Institutional Support for Integrated Water Resources Management with the objective to establish the strategic framework for management of water resources at the national level and at the level of the Drin-Buna and Semani River basins. Under the Subcomponent (b) of this Component the Project is financing “*Preparation of River Basin Management Plans for the Drin-Buna and Semani river*”, including identification of structural and non-structural measures to improve the quality of IWRM and strengthening capacity for implementations of these plans.

2. BACKGROUND

The River Basin Management Plans (RBMPs) aim at improving the quality of IWRM and strengthening capacity to implement the plans at river basin level. The RBMPs will apply a development-oriented perspective, balancing economic, environmental needs and priorities from different water uses and users. The RBMPs constitute the main implementation tool for the IWRM Strategy and, as such, will be the main focus of the SEA assignment.

MoARD is responsible for the development and implementation of the RBMPs. The National Water Council (NWC) and the Technical Secretariat will approve the plans and monitor implementation and are key stakeholders. A Draft RBMPs for Drini-Buna and Semani rivers is submitted and is under review stage. It is expected that the Consultancy Services will be finalized by April 2018.

Each of Albania's six river basins (Drini-Buna, Mati, Ishmi–Erzeni, Shkumbini, Semani and Vjosa) is managed by a River Basin Council (RBC), supported by a River Basin Agency (RBA), both important stakeholders. The Municipalities and the inhabitants in the basins are other relevant stakeholders.

3. OBJECTIVES OF THE ASSIGNMENT AND EXPECTED RESULTS

The Albania Law No. 91/2013 “*On Strategic Environmental Assessment*” and all related by laws constitute the minimum requirement for the SEA assignment. The legislation requires that plans and programmes that might have significant environmental impacts are subject to a SEA. Since the implementation of the RBMPs might have significant Environmental impacts, it was required that in addition to the above, the RBMPs for Drini-Buna and Semani river should be supplemented by a Strategic Environmental Assessment (SEA), in order meets the requirements of the Albania Law No. 91/2013 “*On Strategic Environmental Assessment*” and of the Helsinki¹ and Espoo² Conventions that relate to the management of transboundary waters, which Albania has signed and ratified.

The Ministry of Agriculture and Rural Development (MoARD) seeks the Consultancy Services of a qualified company, who will carry out the SEA for RBMPs for Drini-Buna and Semani river. MoARD, the institution commissioning the SEA, will be responsible to implement the recommendations from the SEA into the strategic actions. While, the Ministry of Tourism and Environment (MoTE), as the central SEA authority in Albania will monitor the implementation.

A SEA does not refer to one single method, but is often referred to as a “family of” *analytic* and *participatory* approaches aiming at evaluating the environmental effects of a policy, plan or program that helps to:

- Find sustainable solutions to planning and development challenges
- Inform the planning process to avoid, reduce or *remedy adverse* and to *enhance beneficial* effects
- Inform subsequent Environmental Impact Assessments (EIA)

This Consulting Services will be focused on the preparation of SEAs for the RBMPs, in particular, SEA for Drini-Buna and Semani rivers. Starting of this Consulting Services is a matter of urgency, since the conclusions and recommendations of SEA will be useful information to be integrated in the RBMPs and ensure that Environmental issues are considered.

The SEA of the RBMPs shall be performed in parallel with the development of the plans, until the RBMPs reflect findings of SEA process.

3.1 Overall objectives of the SEAs

The SEAs should aim to: *Influence* planning and decisions, *Inform* stakeholders, *Involve* the public and other relevant stakeholders, *Integrate* environment concerns into decision making and planning, and assess and strengthen *Institutions*³ and (if necessary) propose institutional reforms.

The *purpose* of SEAs is to provide decision makers in Albania (as well as the international cooperating partners) with relevant information to assess and appropriately address the environmental⁴ *challenges* and *opportunities* with regard to the envisaged strategies and plans. This information should help to ensure that environmental concerns are appropriately integrated

¹ The UNECE ‘Water Convention’: the Helsinki Convention on the Protection and use of Transboundary Watercourses and International Lakes

² The UN Convention on Environmental Impact Assessment in a Transboundary Context (Espoo Convention issued in 1991) stipulates the obligation of countries that ratified the Convention to assess the transboundary environmental impacts of a project at an early stage of planning.

³ ‘Institutions’ are the *formal* rules (e.g. constitutions, laws, regulations), *informal* rules (e.g. norms and traditions), and the *interplay* between formal and informal rules. Rules need to be *enforced* to become ‘Rules in Use’

⁴ ‘Environment’ includes the climate, natural resources, and ecosystems and their functions and services.

in the decision-making and implementation processes as well as in the monitoring, reporting and evaluation of the results. The SEA will contribute to strategic actions for which the environmental consequences are not only tolerable but optimal.

The SEAs will identify, describe and assess:

- the likely significant environmental (positive and negative) effects from implementing the strategies and plans;
- the most important environmental constraints bearing on the implementation of the strategies and plans
- mitigation of negative environmental effects

3.2 Specific objective of the SEAs and expected results

The *specific objective* of the SEAs is to ensure key Environmental issues associated with the RBMPs are identified and assessed, key institutional enablers and barriers are identified, and clear recommendations are presented for more sustainable RBMPs.

The SEAs are expected to result in the *sustainable RBMPs* that integrate environmental aspects for the two basins.

4. SCOPE OF SERVICES

To effectively achieve the objectives of the Consultancy Services the Consultant will be responsible for providing all required services and mobilizing a collaborative team of the qualified professional experts during execution of the Consultancy Services.

The main focus of the Consultancy Services shall be concentrated on the two separate SEAs of the RBMPs for Drini-Buna and Semani rivers.

The scope of work of the Consultancy Services shall comprise, but not necessarily be limited to the following tasks. Environmental issues are profoundly multi-disciplinary, why an integrated approach shall prevail. The institutional assessment will be a key complement to the Environmental Impact Assessments.

A stakeholder analysis has been performed at an early stage of RBMPs preparation. 8 (eight) workshops and training has been developed with participation of:

- Water Basin Agencies- WBA
- Council of Water Basin – CWB
- Municipalities included in water basin territory
- Water utilities
- Drainage Boards
- Water User Association
- Main industries of water use
- Local Environmental Agencies
- Health regional Authority
- Water Policy Department-MARDW
- Technical Secretariat of national water Council
- Civil Society

Stakeholder participation can be used both to gain knowledge, to inform, share and discuss ideas, in order to influence the strategic actions to become more sustainable.

The **tasks** and issues to be studied in the SEAs of the RBMPs are described in further detail in Section 5 & 6 of these ToRs.

The SEAs for the RBMPs should be composed of two components:

(i) a Scoping Study and

(ii) a SEA Study.

Based on above mentioned point is clear that there are already done the public consultation and stakeholder analyses by the Consultant during the preparation stage of the first draft plans for the River management plans for Drini-Buna and Semani basins. Consequently, there is no need for a detailed Scoping Study. Detailed information on the Scoping Study are available at final drafts of River Basin Management Plans for Drini-Buna and Semani rivers.

5. INFORMATION AVAILABLE FROM THE RBMPs' CONSULTANCY SERVICES

Two River Basin Management Plans (draft) delivered by the Consultant, respectively for Drini-Buna and Semani rivers, will be made available to the selected SEA' Consultant. The Draft RBMPs presented the actual situation on:

- (i) analysis of physical condition of water resources in the basin;
- (ii) all types of economic use of water in the basin and their impacts on the water resource situation are examined;
- (iii) inventory of water resources in the basin
- (iv) assessing the existing and future water resource balances in the basin;
- (v) Identifying the main challenges of managing water resources in the basin, including quantity and quality;
- (vi) assessment of the restrictive role of the water for meeting the economic development objectives in the basin; and
- (vii) Identifying a series of actions and investments needed to improve the water resource situation in the basin.

Planning of River basin also included the development of an appropriate model of the river basin as a tool for assessing different scenarios for resource development. It is important to note that the aspects of water quality have received great attention on the developed plans.

5.1 Overview of the RBMP and alternatives

The RBMPs for respective river basin can be linked with SEA especially concerning the transboundary issues, also on issues with water governance and its efficiency. From the other side all the material collected and elaborated by the consultant in the Drafts RBMPS for the water quality can be used by the SEA Consultant.

5.2 Stakeholder Engagement Plan

This process has been developed by the RBMPs' Consultant, but there are other options for further development until the project is completed as a parallel evaluation and collaboration on synergy exchanges. So, more intensive information exchange with all potential stakeholders,

including more intensive public consultation process during preparation and development of SEA is suggested.

Stakeholder analysis: In two first draft of RBMP, the key stakeholders are described and analyzed, including identification of key stakeholders and their roles, interests (decision maker, interest group, user or affected group, etc.), and interrelations of the stakeholders.

- A detailed description and assessment of the different stakeholders' relation to the water resources in the basin was carried out, included stakeholders potentially affected by the likely environmental impacts of implementing the RBMPs.
- The RBMPs' Consultant will collaborate with the SEA' Consultant and particular attention that should be paid on the vulnerable and/or marginalized groups (including women) and their current challenges (health, pollution, access to resources, etc.), needs as well as how they contribute to the river basin resource management today (their importance for the sector).

The SEA process is also required to ensure and pay particular attention to carrying out consultative meetings with key stakeholder groups belonging to neighboring river basins, and include exchange of information, views and possible approach to achieve additional benefits and synergies between the adjoining river basins, where relevant.

Stakeholder identification and engagement methodology, including criteria for participation in the SEA, explaining who is selected to participate in the SEA and why.

The RBMPs' Consultant has identified key stakeholders' concerns and values with respect to the RBMPs and proposed a *Stakeholder Engagement Plan*. This plan included information who will be involved, purpose of the participation (consult, inform, etc), regarding what issues, and when. Particular attention has been paid to involving typically less represented groups such as women, and minority groups, or other as relevant in the specific river basin. The stakeholder engagement plan has provided to stakeholders an opportunity to influence on decisions.

To the extent possible the SEA Consultant should work together with, or benefit from/review records and coordinate as much as possible with the stakeholder consultations for drafting the RBMPs.

Due to the large geographical areas that covered by the RBMP, stakeholder engagement are focused on key stakeholders, especially targeting directly affected and vulnerable groups as well as key stakeholders that may not have been adequately represented in the RBMP preparation.

The Stakeholder Engagement Plan proposed by the RBMPs' Consultant, records kept for all consultations and comments received will be provided to the selected SEA' Consultant.

5.3 Institutional analysis

The institutional, policy and legislative framework relating to the RBMP have been described and analyzed and is available from RBMPs' consultancy. Particular attention has been paid to the *capacity* of the institutions and entities responsible for dealing with environmental aspects involved in the *implementation* of the RBMP, as well as to the relevant environmental policy and legislation and wider policy framework related to the IWRM Strategy and other relevant strategies.

5.4 Description of key environmental aspects to be addressed in the SEA

On the basis of the policy, institutional and legislative framework analysis, as well as the participation of stakeholders, the key environmental aspects that should be addressed in the SEA study should be identified, i.e. the key RBMP environment interactions that need to be paid special consideration and emphasis, impact on neighbors basin and transboundary basins in accordance with water quality. Some other key environmental aspects can be addressed to the pollution, their nature and the discharges places or direct to the water hotspots. The measures or the actions for the protected areas, sewages networks and caused pollutions, needs for the future investments must be presented at the SEA.

5.5 Description of the scope of the environmental baseline to be prepared in the SEA study.

Based on the information obtained above, the Consultant should indicate the scope of the environmental baseline needed for the SEA study, ensuring that it will be adequate to examine in more detail the key environmental aspects identified above.

5.6 Recommendations on specific impact identification and evaluation methodologies to be used in the SEA study.

Consultant should provide an indication of the impact identification and evaluation methodologies that will be used in the SEA study, with regard to both the RBMP's impact on the environmental conditions as well as the impacts that environmental conditions may have on the implementation of the RBMP and the achievement of its objectives. Special attention should be paid to identify environmental linkages that would require quantitative analyses and those for which qualitative analyses should be carried out.

A summary of all above issues and available information from RBMPs will be part of the Inception Report.

6. SEA STUDY

Following the approval of the Stakeholder Engagement Plan for two river basins and the agreement on all above issues and available information from RBMP, including the stakeholders, the SEA study will be prepared, according to the Law..

Separate SEA studies will be performed for each RBMP. When relevant a transboundary focus shall prevail. The SEA study will provide:

- Environmental Assessment of the RBMP of the Drini-Buna and Semani rivers, taking into account the key environmental risks (including transboundary when applicable), constraints and opportunities linked to the plan, the potential key environmental impacts of its implementation and its consistency with Albania's environmental policies and objectives;
- Recommendations for the RBMP finalization formulation including performance indicators, to improve the environmental sustainability of the RBMPs.

The SEA will include (i) *an environmental baseline study*, (ii) *an identification and assessment of the potential environmental impacts, constraints, risks and opportunities*, (iii) *an analysis of the M&E framework including performance indicators*, (iv) *an assessment of the institutional capacities to address environmental challenges*, (v) *stakeholders engagement* and (vi) *conclusions and recommendations*.

6.1 Environmental baseline study

A description and appraisal must be made of the current state of the environment aspects in the basin. The focus should be on those key environmental issues previously identified. The trends for, and pressures on, the various environmental components and different subgroups must be identified and a projection shall be made for the short-, medium- and long-term under the assumption of no implementation of the RBMP, taking into account the expected effects of climate change (to the extent they can be predicted with some reliability).

External factors must be taken into account, including the influence of other sectoral policies. If the 'no implementation' scenario is unrealistic, the most probable 'business-as-usual' scenario should be selected.

6.2 Identification and assessment of the potential environmental impacts, risks, constraints and opportunities

The potential environmental consequences of implementing the RBMP shall be identified and described for each alternative being studied; their significance should be determined taking into account the characteristics of impacts, who will be affected, the views and concerns of stakeholders, and the sensitivity of the environment and the people affected. Also assess winners and losers and potential conflict of interests from implementation of the RBMP.

Different strategies may lead to different outcomes in terms of pollution, resource degradations, social impacts, climate change mitigation or carbon fixing, etc. If various alternatives are under consideration in the RBMP and involve significant differences in outcomes, these differences should be evaluated in the study.

The direct and indirect impacts of the RBMP implementation in terms of increased or reduced vulnerability to climate variability and climate change should be considered as relevant.

The potential *cumulative* impacts of the envisaged RBMP should be identified, since they may differ from the sum of individual project impacts. Those impacts which are significant should be assessed in detail taking into account:

- the views and concerns of stakeholders, including marginalised and vulnerable groups;
- the consistency with international commitments (Multilateral Environmental Agreements);
- economic externalities;
- compliance with environmental regulations and standards;
- consistency with environmental objectives and policies; and
- their implications for sustainable development.

The SEA' Consultant should also evaluate direct and indirect environmental impacts of RBMPs to neighboring water basins. Cumulative impacts to neighboring water basins should also be identified and described.

The environmental factors that can affect (positively or negatively) the relevance, effectiveness, efficiency and/or sustainability of the RBMP, should be identified, described and assessed. Environmental factors shall include also climate change, pollution, natural resources, and other aspects related to ecosystems and their functions and services.

This part of the study should also consider the environmental issues that could potentially be addressed by the Final RBMP. The study should assess if the RBMP provides an adequate response to these constraints and opportunities. In particular and as relevant, the study should

assess whether the RBMP, in view of identified vulnerabilities, includes an adequate response in terms of adaptation to climate change – or may, on the contrary, lead to an inadequate response (‘maladaptation’).

6.3 Analysis of the M&E framework including performance indicators

Performance indicators proposed by the RBMP should be assessed from an environmental perspective, i.e. with regard to their usefulness to identify the environmental effects (positive and negative) of the RBMP on different sub-groups or stakeholders, and to monitor the environmental constraints bearing on the programme. Based on this analysis, proposals should be made as appropriate for the improvement of the existing Monitoring and Evaluation (M&E) framework and performance indicators.

The set of indicators may include:

- ‘drivers’ indicators;
- ‘pressure’ indicators;
- ‘state’ indicators;
- ‘impact’ indicators;
- ‘response’ indicators;
- Indicators of other specific issues, such as key institutional weaknesses identified by the SEA.

6.4 Assessment of the Institutional capacities to address environmental challenges

Identify, describe and assess the capacity of regulatory as well as implementing institutions to implement the recommendations of the SEA and address the identified environmental issues.

Assess the *legal, regulatory and policy framework*. Benefitting from consultation workshops, the Consultant will review the laws, regulations, and official policies/strategies (existing and proposed) that relate to the environmental aspects of RBMP. In particular, the SEA will assess the framework in terms of its suitability to address the priority environmental challenges identified by the SEA. The SEA should identify any major remaining gaps that might constrain the ability of the Albanian government to manage, regulate, monitor and enforce RBMP related activities from an environmental standpoint.

Describe and analyze *the institutional framework* for RBMP (including Albanian government entities at national, river basin and local levels) with respect to the environmental management, reviewing both the legal mandates and the systems in place to fulfil them.

The SEA will assess the *capacity building needs* at relevant agencies (national, river basin and local levels) and civil society organisations (NGOs, associations, community groups, etc) to manage adequately the priority environmental issues associated with the RBMP.

Describe *recommended solutions* for Albania. By analyzing the feasible actions, good practices, legal and institutional frameworks, and capacity building needs, the SEA will describe realistic measures that could readily be implemented in Albania for improving the environmental management of RBMP-related activities. Recommendations for policy actions should consider appropriate entry points via stand-alone environmental legislation and/or mainstreaming in other sector legislation.

6.5 Stakeholder engagement

Stakeholders should be engaged throughout the SEA in accordance with the Stakeholder Engagement Plan prior agreed. Deviations from the plan should be highlighted and justified.

6.6 Conclusions and recommendations

Key environmental issues for the RBMP shall be summarized in the SEA Report, including policy and institutional constraints, challenges and main recommendations.

Recommendations should be made on how to optimize positive impacts and make the best out of identified opportunities, as well as on how to mitigate negative effects, adapt to environmental constraints and manage environmental related risks. They should suggest the selection of an alternative (if more than one alternative is envisaged), potential changes in the RBMP design, implementation and monitoring modalities, or cooperation actions.

The limitations of the SEA and its assumptions should be presented. The recommendations should take into account the views presented by the stakeholders and explain how these were integrated. In the case of concerns that were not integrated in the final recommendations, the reasons thereof should be given.

At the end of the all above tasks a Final SEA Report will be prepared.

7. REQUIRED QUALIFICATIONS AND EXPERIENCES FOR SEA CONSULTANT

This assignment will be undertaken by a Consultant Company, qualified and experienced in the similar assignment. Since SEA is a relatively new approach, in particular, the qualifications and experience in the Strategic Environmental Assessment of plans, policies and programs must be clearly specified for each expert. The Consultant Company shall contain expertise on stakeholder engagement and have working knowledge in English and Albanian languages. In addition, experience in the water sector, specifically, in developing RBMP, as well as, similar assignments in the region or in Albania is meritorious. High degree of the flexibility and ability to meet strict deadlines would be appreciated.

It is anticipated that the Consultant Company proposed for these services would establish a core team of 3 experts as follows, with specific required qualifications and experiences:

- **Team Leader:**
 - Academic degree (at least MSc), preferable in the Environmental Sciences, Environmental Engineering or equivalent professional qualifications appropriate to this Consultancy Services;
 - 15 years overall working experience out of which 10 years of relevant experience;
 - Documented experience from at least one SEA processes successfully completed;
 - Experiences in the Project Management and as Team Leader;
 - Knowledge and experience working with the National and Local Governments and Albanian Institutions is essential;
 - Knowledge of the Albanian regulations and laws (particularly in the EIA processes) is required;
 - Demonstrated ability in writing reports (Consultant must provide recent report of which she/he is the author);
 - Fluent written English is also required

The Team Leader of the Consultant Company will be responsible for the overall quality and consistency of all reports and documents produced and delivered.

- **1 (one) Environmental Expert (Local):**
 - Academic degree (at least MSc) in the Environmental Sciences, Environmental Engineering or equivalent professional qualifications appropriate to this Consultancy Services;

- Overall working experiences out of which 5 years of relevant experience;
 - Documented experiences based SEA, EIA Assessments, or similar assessments;
 - Knowledge of the Albanian regulations and laws (particularly in the SEA and EIA processes in Albania) is essential;
 - Working experience with the National and Local Governments and Albanian Institutions is required;
 - Experience in organizing and conducting meetings and facilitating stakeholder consultations;
 - Fluency in English is required;
 - Record keeping and excellent writing skills.
- **1 (one) Institutional Expert (Local):**
 - Academic degree (at least MSc) in a relevant field of Political or Social sciences or equivalent professional qualifications appropriate to this Consultancy Services;
 - Overall working experiences out of which 5 years of relevant experience;
 - Documented experiences from Institutional Assessments and organizational changes;
 - Working experience with the National and Local Governments and Albanian Institutions is essential;
 - Knowledge of the Albanian regulations and laws EIA is an advantage;
 - Fluency in English is required;
 - Record keeping and excellent writing skills.

It is expected that the SEA Consultant coordinate with the Consultant hired to develop the RBMPs for Drini-Buna and Semani river.

8. SCHEDULE OF DELIVERABLES AND REPORTING

During carrying out the tasks under the Consultancy Services, it is expected that the Consultant Company will prepare and deliver the reports in the recommended format and content acceptable to the Client. All reports will be prepared and submitted in **English (2 copies)** and **Albanian language (3 copies)**, both in hardcopy (double-sided printing), as well as by full electronic copy in “Word” and “PDF” formats. (CDs). All reports shall be submitted to the respective MARD` Directorate of Water Resources Policies, who will distribute the reports to relevant stakeholders for review and comments.

All reports will be submitted as a draft for Client’s comments/approval (as scheduled below) in electronic form only. Once the Client’s comments (if any) are properly reflected and approval is provided, the Consultant shall submit the hard copies and CDs, as required.

A summarized Stakeholder Engagement Plan and a SEA Report shall be prepared for each of the two river basins.

SEA Study

Following reports shall be produced and delivered in the frame of SEA Consultancy services: The *conclusions* of the Scoping Study must be presented in the SEA Report in the format given in Annex 3. The underlying analysis is to be presented in appendices to this report.

An *Inception Report* shall be submitted to MARD` for comments 3 (three) weeks after contract signing. The Inception Report shall summarized all available information from RBMPs and the tasks carried out at the beginning of this consultancy services. This report shall also include a working program for the tasks to be carried out until

completion of SEA, according to the Law on SEA preparation. The MoARD should provide comments if any.

- The *Draft SEA Report* (one for each basin) should provide a comprehensive description and the results from the tasks listed in Section 6 “SEA Study”. The Report shall be submitted to MoARD for comments by 6 (six) weeks after the Contract for SEA Study has started. Within 2 (two) weeks, comments will be received from the Government of Albania through MoARD. MoE will, also, review the *Draft SEA Report*. The Consultant will take account of these comments in preparing the Final SEA Report. Conclusions and recommendation should be provided to the consultant of RBMPs for consideration while finalize the RBMPs.
- The *Final SEA Report* (one for each basin) shall be submitted within 4 (four) weeks after the comments on the *Draft SESA Report* have been received, as well as, conclusions and recommendation have been reflected to the Final RBMPs.

Schedule of deliverables and deadlines

Deliverables	Time Frame (Weeks from the date of contract’ signing) (cumulative)	No. of reports	
		English	Albanian
CONTRACT SIGNATURE	0		
1. <i>Inception Report</i>	3 weeks	2	3
<u>SEA Study</u>			
2. Consultations of SEA drafting (Draft SEA)	20 days (6 weeks)	2	3
<ul style="list-style-type: none"> - Informing of the interest group by Ministry - Organization of the meeting - The answer of the interest group about the continuity of the SEA - The answer of the Ministry for the proposing authority 			
3. Public consultation about the report (Final SEA)	20 days (9 weeks)	2	3
<ul style="list-style-type: none"> - Online publication of the project by the proposal authority - Organization of the public hearing - Consignments of public suggestions at proposal authority 			
4. Public hearing to give the statement	30 days		
<ul style="list-style-type: none"> - Public hearing to give the statement - Proposing Authority notifies the interested groups - The public answer - The ministry declaration 			
CONTRACT COMPLETION	3.5 months		
Information’s during the monitoring phase	15 days		

None of the materials will be released without the Client's prior written consent.

8. ORGANISATION, MANAGEMENT AND IMPLEMENTATION ARRANGEMENTS

MoARD is responsible for the preparation and implementation of the RBMPs, one of the strategic actions. NWC and its Technical Secretariat oversee the implementation and are responsible for the approval of the strategic actions. The River Basin Councils (RBC) and River Basin Agencies (RBA) will have a key role in the operationalization and are involved in the preparation, of the RBMPs.

- MoARD as the project proponent is responsible to perform the SEA in accordance with Albanian law, and to implement the recommendations of the SEA. MoARD initiates the SEA process by notifying the Ministry of Tourism and Environment (MoTE) about the strategic actions.
- The Ministry of Tourism and Environment (MoTE) is responsible for the Screening procedures, and to review and approve the final draft SEA reports. The approval is made through the issuance of an *Environmental Declaration* from the Minister of Environment. MoE will present recommendations to MoARD on issues and recommendations from the SEA to be implemented. MoARD will report annually to MoE on the progress of implementing the SEA recommendations.

The Swedish Embassy and the World Bank should be kept informed by MoARD and will issue their "No Objections" after review of the procurement procedures and draft reports.

9. PERIOD, TIME SCHEDULE AND SUPERVISION OF THE CONTRACT

The expected duration of the Consultancy Services for the "*Preparation of the Strategic Environmental Assessment of River Basin Management Plan for Drini-Buna & Semani river*" will be 3.5 months, commencing tentatively on **January 15, 2018** and continuing until **April 30, 2018**. The work of the Consultant Company will be supervised by the Directorate of Water Resources Policies within the Ministry of Agriculture and Rural Development (MoARD).

It is expected that the Consultant Company to be available to start shortly after the contract signing and make all possible efforts for timely completion of the services.

10. ANNEXES

Annex 1. List of useful documents

In Annex 1 some relevant and useful strategies and policy documents are listed. The list is not comprehensive and the Consultant may need to review also other documents that are not listed here.

Policy and legal documents related to SEA and the environment

- SEA Law 91:2013
 - Decision 219 (2015): Rules and procedures for consultation with public and stakeholders, and public hearing during the Strategic Environmental Assessment process
 - Decision 507 (2015): For approval of the project/program/plan for which a SEA is required

- Decision 620 (2015): For approval of rules, responsibilities and detailed procedures for SEA in a transboundary context (not translated into English)
- Decision No 247 (2014): Determining rules, of procedures requirements, on public information and participation in environmental decision-making
- Environment cross-cutting strategy
- Biodiversity strategy

Policy and legal documents related to water use

- National Strategy of Water Supply and Sewerage 2011-2017
- National Energy Strategy
- IDFP Strategy
- Others as relevant (e.g. Tourism, Industrial/Economic Zones, etc.)

Other relevant documents

- The Territorial reform and Decentralisation strategy
- Final Draft of RBMPs
- Stakeholder Engagement Plan proposed by the RBMPs' Consultant;
- Records kept for all consultations and comments received;