

**Terms of reference:**  
*Technical support for the preparation of the  
Drin Transboundary Diagnostic Analysis -*

In the framework of:

Memorandum of Understanding  
for the Management of the Extended Transboundary Drin Basin

GEF Project “Enabling Transboundary Cooperation and Integrated  
Water Resources Management in the Extended Drin River Basin”

14 November 2017

The Coordinated Action for the implementation of the Memorandum of Understanding for the management of the Drin basin (Drin CODA) is supported by the GEF Drin Project. The latter is implemented by the United Nations Development Programme (UNDP) and executed by the Global Water Partnership (GWP) through GWP-Mediterranean (GWP-Med), in cooperation with the United Nations Economic Commission for Europe (UNECE). GWP-Med serves as the Secretariat of the Drin Core Group, the multilateral body responsible for the implementation of the Memorandum of Understanding.

*Disclaimer: The document adheres to the UN rules and policies regarding the names and international status of countries and/or other geographical areas etc. The use of characterizations, names, maps or other geographical statements in this document in no way implies any political view or positions of the Parties which are executing and implementing the Project.*

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### The Drin Memorandum of Understanding

Coordinated action at the Drin Basin level has been absent until the development of the Shared Vision for the sustainable management of the Drin Basin and the signing of a related Memorandum of Understanding (Tirana, 25 November 2011) by the Ministers of the water and environment management competent ministries of the Drin Riparians i.e. Albania, The Former Yugoslav Republic of Macedonia, Greece, Kosovo\* and Montenegro. This was the outcome of the Drin Dialogue coordinated by the Global Water Partnership Mediterranean (GWP-Med) and UNECE.

The main objective of the Drin MoU is the attainment of the Shared Vision: *“Promote joint action for the coordinated integrated management of the shared water resources in the Drin Basin, as a means to safeguard and restore, to the extent possible, the ecosystems and the services they provide, and to promote sustainable development across the Drin Basin”*.

The **ultimate goal** of the work in the Drin Basin is to reach a point in the future where the scale of management lifts from single water bodies to the hydrological interconnected system of the Drin Basin, eventually leading from the sharing of waters among Riparians and conflicting uses, to the sharing of benefits among stakeholders.

### The Drin Coordinated Action

A process called the Drin Coordinated Action “Drin CORDA” for the implementation of the Drin MoU, was put in place after the signing of the latter.

Following the provisions of the Drin MoU an institutional structure was established. It includes:

- The **Meeting of the Parties**.
- The **Drin Core Group (DCG)**. This body is given the mandate to coordinate actions for the implementation of the MoU.
- Three **Expert Working Groups (EWG)** to assist the DCG in its work:
  - Water Framework Directive implementation EWG.
  - Monitoring and Information exchange EWG.
  - Biodiversity and Ecosystem EWG.

The **DCG Secretariat** provides technical and administrative support to the DCG; Global Water Partnership – Mediterranean (GWP-Med) serves by appointment of the Parties through the MoU as the Secretariat.

An Action Plan was prepared to operationalize the Drin CORDA. This has been subject to updates and amendments in accordance with the decisions of the Meeting of the Parties to the Drin MoU and the DCG. The DCG and its Secretariat guides the implementation of the action plan while its implementation is currently being supported by the Global Environment Facility<sup>1</sup> (GEF); see below.

### The GEF Drin Project

The GEF supported Project “Enabling transboundary cooperation and integrated water resources management in the extended Drin River Basin” (GEF Drin Project) is aligned in content, aims and objectives with the Action Plan and the activities under the Drin CORDA.

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<sup>1</sup> [www.thegef.org](http://www.thegef.org)

The objective of the project is to *promote joint management of the shared water resources of the transboundary Drin River Basin, including coordination mechanisms among the various sub-basin joint commissions and committees*. Albania, The Former Yugoslav Republic of Macedonia, Kosovo and Montenegro are the Project beneficiaries.

The GEF Drin Project is structured around five components:

- Component 1: Consolidating a common knowledge base
- Component 2: Building the foundation for multi-country cooperation
- Component 3: Institutional strengthening for Integrated River Basin Management (IRBM)
- Component 4: Demonstration of technologies and practices for IWRM and ecosystem management
- Component 5: Stakeholder Involvement, Gender Mainstreaming and Communication Strategies

The Project is implemented by the UNDP and executed by the Global Water Partnership (GWP) through GWP-Mediterranean (GWP-Med) in cooperation with the United Nations Economic Commission for Europe (UNECE); GWP-Med is responsible for the realization of the Project. The Drin Core Group is the Steering Committee (SC) of the Project.

It is managed by a Project Coordination Unit (PMU), based in Tirana, Albania; staff is stationed also in Podgorica, Ohrid, Pristina, and Athens. The duration of the Project is four years.

**Transboundary Diagnostic Analysis (TDA)**

The GEF Drin Project within its Component 1: “Consolidating a common knowledge base” will carry out a Transboundary Diagnostic Analysis (TDA).

The TDA shall provide the necessary information that will enable Drin Riparians to discuss and decide on the issues that will be addressed with priority as well as to negotiate and formulate a Strategic Action Programme to address the causes and drivers.

The **GEF TDA-SAP methodology** will be used for the development of the TDA (<http://iwlearn.net/manuals/tda-sap-methodology>). The **“Situation Analysis – Management of the Extended Drin Basin”** (Drin Situation Analysis - DSA) serves as a starting point for the development of the Drin TDA. The DSA represents a comprehensive attempt to identify the transboundary issues in the Drin basin and their causes; it was prepared by GWP-Med and national experts in the framework of the preparation of the Drin Project.

**Objective**

Under the supervision of the Project Coordinator (PC) and in consultation with the GEF Regional Technical Coordinator on International Waters in UNDP IRH the TDA International Consultant (IC) will provide technical support for the development of the Transboundary Diagnostic Analysis for the Drin Basin.

**Approach**

- The TDA will be carried out to:
- Identify and assess transboundary basin management issues related to water and other natural

resources as well as environmental management.

- Assess the environmental impacts and socio-economic consequences of each issue.
- Identify the immediate and underlying causes of these issues among the social and economic activities. Furthermore, the TDA should identify the related root causes/ drivers that ultimately create these issues.

The TDA shall provide the necessary information that will enable countries to:

- Discuss and decide on the issues that will be addressed with priority.
- Negotiate and formulate a strategic programme of actions and interventions to address the causes and drivers that result in the identified issues.
- Set environmental quality indicators and objectives.

In addition, the TDA shall assist in:

- Enhancing the knowledge basis of the Drin Riparians regarding the state of the natural and anthropogenic environment in the Basin.
- Preparing for the development of a Drin Basin Management Plan in the future.

While using the GEF TDA/SAP methodology, the preparation of the TDA should follow -at the level possible- the EU WFD's requirements with regard to the chemical and ecological characterization of water bodies.

The TDA development will be participatory and strive for a balanced participation of men and women; one of the actions to ensure this is that consultation meetings are carried out in hours that are accessible to women and that the methodology is such that everybody have possibility to actively participate and be heard. The participatory process will ensure that the opinions of stakeholders regarding the management issues and needs in the Drin Basin are taken into consideration in the TDA preparation.

The TDA Report will comprise the following:

- TDA Synthesis Report.
- Thematic Reports -as Appendices to the above- including the analytical work done to substantiate the findings included in the TDA Synthesis Report:
  - Biodiversity and Ecosystems;
  - Hydrology/Hydrogeology;
  - Pollution;
  - Water-Food-Energy-Ecosystems Nexus;
  - Institutional and Legal Setting;
  - Socioeconomics.

## Scope of work

The IC will be providing support for the development of the TDA Synthesis Report (TDA SR) using:

- The outputs and outcomes of preparatory work done for the development of the TDA described in Annex 1 "Steps undertaken for the development of the TDA".
- The TDA ToR (see Annex II "TDA ToR").

The TDA SR report will synthesize the findings of the thematic reports into a comprehensive analysis of pressures, state, issues and their immediate and underlying causes (by means of a Causal Chain Analysis). The TDA report and the Thematic Reports will comprise the Drin TDA.

The development of the TDA SR will consist of distinct phases described below. These phases are aligned with those described in the TDA ToR (Annex 2) under “Approach and Scope of Work” section.

1) Preparation of a workplan (December 2017)

The IC will go through all available information and data -provided by the Project Coordination Unit (PCU)- and prepare a detailed workplan; the latter will detail the overall workplan described in the current ToR.

2) Development of the 1<sup>st</sup> Draft TDA SR in cooperation with the PCU (December 2017 – March 2018)

a) TDA SR Table of Contents.

An annotated list of contents have been prepared as part of the TDA ToR to define the structure and the content of the TDA (see Annex 3 “Drin Transboundary Diagnostic Analysis – Annotated Table of Contents”). This included also the TDA SR Table of Contents (ToC) as Part A.

The IC will revise the TDA SR Table of Contents and finalise it in cooperation with the PCU taking into consideration the outcomes and outputs of the work done till that point in time.

b) Assessment of the state of the Drin basin

Each of the Thematic Reports will/have analyse(d) the state of and conditions in the Basin focussing on a specific domain<sup>2</sup>.

The IC will prepare an Assessment of the state of the basin using the:

- Findings of the Thematic Reports.
- The findings of the Focus groups meetings with key stakeholders, in each beneficiary country done in 2016 to identify the perceived by the stakeholders Basin management issues and needs as well as the development opportunities at the transboundary level.

The assessment should describe the nexus of transboundary problems and issues as well as the (qualitative and quantitative) impacts to the environment, water resources or the socio-economic processes. The Assessment will be part of the TDA SR and should be prepared in such way so as to become the basis for the Causal Chain Analysis (see below). The Drin Situation Analysis can be used as a basis.

A draft Assessment will be prepared by the IC along with proposals to the PCU for additional analysis of available information and the use of GIS, to further substantiate if necessary the findings of the Assessment or even enhance the diagnosis of the state of the Basin. Should the information included in the Thematic Reports be considered adequate, the Assessment should be in the form of a *Characterization Report in accordance to the EU WFD*.

Related work should be looked at/addressed, at two levels described below. The Assessment should be structured accordingly:

- (i) the sub-basin level i.e. Lake Prespa, Lake Ohrid, Drin River (Black Drin River, White Drin River), Lake Skadar/Shkoder, Buna/Bojana River.

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<sup>2</sup> On (i) Biodiversity and Ecosystems; (ii) Hydrology/Hydrogeology; (iii) Pollution; (iv) Water-Food-Energy-Ecosystems Nexus; (v) Institutional and Legal Setting; (vi) Socioeconomics.

- (ii) at the level of individual Riparian country of each of the sub-basins mentioned above.

The IC will make a two days mission to work with the PCU to, jointly, thoroughly review the Assessment and agree on the following:

- Findings;
- Additional analysis that may be necessary to enhance and/or amend the findings;
- Further work to be done to substantiate the findings.

c) Development of the Causal Chain Analysis

Using the outcomes of the Assessment described in Point b) above, the IC will prepare a draft Causal Chain Analysis (CCA; <http://iwlearn.net/manuals/tda-sap-methodology/development-of-the-tda/causal-chain-analysis>) to identify the underlying immediate and root causes of the transboundary issues and problems (see point b) above). A flow diagram indicating the causes and transboundary issues should be accompanied (as appropriate) by quantitative or qualitative data to substantiate the analysis. The draft CCA may be prepared during a workshop facilitated by the IC with the participation of the PCU staff and the experts that prepared the Thematic Reports.

d) Development of the 1<sup>st</sup> Draft TDA SR

The IC will prepare the 1<sup>st</sup> Draft TDA using the outcome of the work described in points a) – b).

3) Consultation with the Drin Riparians and the Stakeholders (April - May 2018)

The 1<sup>st</sup> Draft TDA SR will be posted to the website of the project for comments for a period of two months (April and May 2018). In parallel the 1<sup>st</sup> Draft TDA SR will be presented to:

- The Expert Working Groups of the DCG by the PCU.
- Meetings with the following - the IC should participate in these meetings during two 5 days missions:
  - Institutions of each of the Drin Riparian to provide comments;
  - The Stakeholders in each of the Drin Riparians (3 meetings in Albania, one in each of the sub-basins; 1 in each one of the rest of the Riparians).

4) Development of the 2<sup>nd</sup> Draft TDA SR in cooperation with the PCU (June - July 2017)

The IC will revise the 1<sup>st</sup> Draft TDA SR using the comments received from the web-based consultation as well as those made during the consultation meetings, to prepare the 2<sup>nd</sup> Draft TDA Synthesis Report. The IC will also prepare a Road Map for transition from TDA to SAP.

5) Development in cooperation with the PCU and approval of the TDA SR

The IC will make a three days mission to participate in an ad-hoc DCG Meeting that will discuss the 2<sup>nd</sup> Draft TDA SR with the aim to approve it.

The IC will work with the PCU to address any final comments made and support the preparation of the TDA.

### Duration of the Contract

The consultant will use 47 days for the tasks and preparation of deliverables described in this ToR. The overall duration of the contract will be maximum 8 months.

### Contract Price, Deliverables and Schedule of Payment

The fee for this assignment is 28,200 USD. This amount includes all other costs, income taxes and any other amount payable or cost that may be required for the completion of the work/service.

All other payments shall be upon reception and acceptance/verification of the deliverables, as laid out in the table below.

DELIVERABLES / TASKS	DEADLINE	PAYMENT STRUCTURE
<ul style="list-style-type: none"> <li>Workplan.</li> </ul>	5 days after the signing of the contract	30%
<ul style="list-style-type: none"> <li>TDA Synthesis Report Table of Contents.</li> </ul>	31 December 2017	
<ul style="list-style-type: none"> <li>Draft Assessment of the state of the Drin basin and proposals to the PCU for additional analysis</li> <li>1<sup>st</sup> Mission Report (meeting with the PCU), including decisions on additional analysis to enhance and/or amend the findings as well as further work to be done to substantiate the findings.</li> </ul>	16 February 2018 2 March 2018	
<ul style="list-style-type: none"> <li>1<sup>st</sup> Draft TDA Synthesis Report.</li> </ul>	31 March 2018	20%
<ul style="list-style-type: none"> <li>Presentations to be used during her/his 2<sup>nd</sup> Mission in the Drin Basin to participate in the consultation meetings with the Drin Riparians and the Stakeholders on the 1<sup>st</sup> Draft Synthesis Report.</li> <li>Report of the 2<sup>nd</sup> Mission including revisions to be made to the 1<sup>st</sup> Draft TDA Synthesis Report based on the comments received from institutions and stakeholders.</li> </ul>	April – May 2018 (date to be identified)	
<ul style="list-style-type: none"> <li>2<sup>nd</sup> Draft TDA incorporating comments from institutions and stakeholders.</li> <li>Draft Road Map of transition from TDA to SAP</li> </ul>	29 June 2018	30%
<ul style="list-style-type: none"> <li>Mission to present the TDA along with the PCU to the DCG meeting.</li> <li>Approved TDA Synthesis Report</li> <li>Approved Road Map of transition from TDA to SAP</li> </ul>	July 2018 (date to be identified) 27 July 2018	20%



## Monitoring and Progress Controls

The activity will be delivered under the lead and guidance of the PCU. Deliverables will be verified by the **designated staff of the PMU** for integrity, comprehensiveness and quality.

The Consultant will need to travel to participate in working and/or consultation meetings. The Consultant is expected to arrange directly traveling to the places the meeting will take place at. Travel costs to participate in meetings will be covered separately by the GEF Drin Project.

## Qualification Requirements and Criteria

**The successful Consultant** shall meet the following minimum requirements:

### a. Education

- A university degree in environmental or social sciences.

### b. Work Experience

- At least five years of working experience in transboundary water resources management
- At least two years of working experience with GEF funded projects on International Waters and IW LEARN platform
- At least two successful TDAs developed and accepted in frames of a GEF funded projects
- Language skills: Fluency in English.

### c. Expertise in the Project area:

- The Expert should have experience in working in the Drin Basin and/or its sub-basins.

## Terms and Conditions

### • *Language*

The language of the deliverables/outputs is English. The Consultant will make sure that all deliverables will be edited.

### • *Legal requirements*

The content of the requested documents shall conform to the pertaining relevant legislation in the country and international best practices and models.

### • *Sources of data*

All necessary data and information will be provided by the PCU.

### • *Submission of data, reports and other material produced*

All primary data, reports, and other documentation produced during this assignment shall be made available to Drin Project in electronic format in a USB storage device. All data acquired, and products developed in the course of the assignment will be in the ownership of Drin Project and cannot be used by the Consultant and its team without prior written permission.

### • *Cooperation requirements*

The Consultant is expected to work closely with the PCU.

## Annex1. Steps undertaken for the development of the TDA

Terms of Reference for the Drin Transboundary Diagnostic Analysis (TDA ToR - see Annex 2) have been prepared and approved by the SC of the GEF Drin Project, including preliminary annotated Table of Contents (TDA ToC).

Six domains will be assessed under the TDA. (i) Biodiversity and Ecosystems; (ii) Hydrology/Hydrogeology; (iii) Pollution; (iv) Water-Food-Energy-Ecosystems Nexus; (v) Institutional and Legal Setting; (vi) Socioeconomics. A Thematic Report for each one of these domains is prepared.

For each Thematic Report:

- A Table of Contents (TR ToC) was prepared/updated and harmonized with the TDA ToC.
- Datasheets used by the national experts to collect and store the information were prepared. These will be transformed into attribute tables to feed in GIS, used for the identification of transboundary issues and perform the Causal Chain Analysis. The datasheets will be also feeding the Information Management System that is being prepared.
- ToR (aligned with the TDA ToR) for the consultancy companies or the international and national experts hired to prepare the reports. Information about the preparation of the reports is given below:

1. *Biodiversity and Ecosystems Thematic Report.*

The report is prepared by a consultancy company. The final draft is expected to be ready in the end of December 2017.

2. *Hydrology/Hydrogeology Thematic Report.*

It will be prepared by a Drin Project Officer with the assistance of the Seismological and Hydrological Institute of Montenegro and three (3) National Experts, one for each of the remaining beneficiary countries. The final draft is expected to be ready in the end of December 2017.

3. *Pollution Thematic Report.*

It will be prepared by a Drin Project Officer with the assistance of three (3) National Experts and one (1) International Expert. The final draft is expected to be ready in the end of January 2018.

4. *Water-Food-Energy Nexus Thematic Report.*

It will be prepared by a Project Officer in cooperation with UNECE with the assistance of four (4) National Experts, one for each country. The report will be prepared in parallel with the TDA SR.

5. *Institutional and Legal Setting Thematic Report.*

It is prepared by a Drin Project Officer in cooperation with UNECE with the assistance of four (4) National Experts, one for each country. The final draft is expected to be ready in the end of December 2017.

6. *Socioeconomics Thematic Report.*

The report is prepared by a consultancy company. The final draft is expected to be ready in the end of December 2017.

Two meetings with the national experts and the companies have been organized in Tirana in March 2017 with the aim to coordinate the preparation of the Thematic Reports and clarify the:

- methodologies for data and info to be collected by experts and support to be provided from the Project in this regard;
- content and structure of the expert's reports vis-à-vis the TDA;
- timeline of activities and deadlines for deliverables.

Two monitoring campaigns were carried out in December 2016 and July 2017 covering the total of the Drin Basin (for the first time ever) to cover data gaps in relation to the pollution of surface and underground water. The monitoring stations were selected in cooperation with the national institutions so as the resulting monitoring network to: cover the total of the Drin Basin; to include routine sampling stations used by the Drin Riparians for their annual surface and underground water quality monitoring; to include additional monitoring stations for which routine sampling is not performed. The campaigns entailed collection and analysis of samples as follows:

- (i) Chemical Monitoring: 4 countries, 65 monitoring stations; water samples from surface and groundwater as well as marine samples (sediments and water samples from various depths) have been analysed for Physico-Chemical, Heavy Metals and Priority Substances (in accordance to the WFD).
- (ii) Biological Monitoring: 4 countries, 25 monitoring stations; samples were analysed for the following parameters: diatoms, macrophytes, macro-invertebrates.

The digital base map for the Drin Basin is prepared. The information and data collected under each Thematic Report have been put in datasheets and are being transformed in attribute tables to be used for the TDA analysis with the assistance of GIS software.

**Annex 2 Drin Transboundary Diagnostic Analysis Terms of Reference**

*See files that accompany the ToR*

**Annex 3 Drin Transboundary Diagnostic Analysis – Annotated Table of Contents**

*See files that accompany the ToR*