



## GWP ACCREDITATION

# Regional Water Partnership

Conditions of Accreditation

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## **Contents**

Introduction .....	1
Basic Conditions of Accreditation to the Global Water Partnership as a Regional Water Partnership .....	2
Procedure for accreditation .....	2
Non-compliance and dissolution of a Regional Water Partnership .....	3
<b>Guidelines for establishment of a Regional Water Partnership.....</b>	<b>4</b>
1.    Definition of a Regional Water Partnership .....	4
2.    Global Water Partnership principles and values .....	4
3.    Roles and responsibilities .....	5
4.    Governance structures and operational principles .....	6
5.    Application to existing Regional Water Partnerships .....	8

## **Conditions of Accreditation for Regional Water Partnerships**

### **Introduction**

The Global Water Partnership (GWP) is a global network of member institutions and organizations, called GWP Partners. The GWP Network was created in 1996 to bring together a range of stakeholders to support the sustainable development and management of water resources at all levels across the globe.

The GWP Organisation (GWPO) is an intergovernmental organisation established in 2002. GWPO includes the Meeting of the Sponsoring Partners, the GWP Steering Committee, the Nomination Committee, the Technical Committee and the Global Secretariat based in Stockholm, Sweden. GWPO is the legal representative of the GWP Network and they are both governed by the same statutes (appended).

In order to attain GWP's vision of a water secure world, the Partners of the GWP Network work to support their countries and regions through implementation of the GWP Strategy. They establish neutral platforms to share knowledge, to help develop policy and implement programmes and projects. Since 1996, the GWP Network has grown to over 2,700 Partners and a structure has evolved within which Partners organise themselves as autonomous Regional Water Partnerships (RWP), Country Water Partnerships (CWP), and Area Water Partnerships (AWP) under the umbrella of the GWP name and logo.

It is in this context, that the main purpose of creating a GWP RWP is to bring together Partners and stakeholders, who have common concerns within a regional context, to support the fulfilment of GWP's mission.

In light of this purpose, GWPO, as the custodian of the GWP name and logo, has established these Conditions of Accreditation. They provide an explanation of the minimum set of standards a RWP needs to fulfil in order to be able to use the GWP name and logo. Consistency and coherence throughout the worldwide GWP Network, as well as sound governance, is fundamental in order to safeguard GWP's name and maintain its high reputation and credibility as a Network and an Organisation.

This document is an updated version of the Conditions of Accreditation for Regional and Country Water Partnerships which entered into force in November 2005 and was amended in November 2011. Previously accredited RWPs agreed to comply with any updated and approved versions. This amended version was approved by the GWP Steering Committee on **xx December 2012** and should be read in conjunction with the following documents of the GWP:

- GWPO Statutes
- GWP Policy on Partners
- GWP Graphical Policy
- GWP Financial Guidelines
- Guidelines for Selection of Host Institutions for GWP Regional Water Partnerships.

All the documents mentioned above can be found on the GWP website as well as the RWP websites, or requested from the GWP Secretariat.

### Basic Conditions of Accreditation to the Global Water Partnership as a Regional Water Partnership

In order to be accredited as a GWP RWP and to benefit from the rights and privileges which are integral parts of the use of GWP's name and logo, the RWP must formally commit to abide by the Conditions stated in this document. To function under the GWP name and logo, each RWP is required to abide by:

- a) **the GWP principles and values** as stated in section 2 of Annex 1
- b) **the GWP Policy on Partners**
- c) **the GWP Graphical Policy**
- e) **the RWP's Statutes** as outlined in these Conditions of Accreditation, in particular section 4 of Annex 1
- f) **the GWP Financial Guidelines**, especially financial reporting requirements
- d) **the need to establish a neutral platform** for dialogue where all stakeholders within the regions are given a voice and access to knowledge
- g) **the requirement to prepare and implement annual work plans that promote the GWP Vision and Mission**
- h) **the requirement to ensure high quality technical content** in the RWP's activities and publications
- i) **any amendments to these Conditions of Accreditation.**

### Procedure for accreditation

Even though the establishment of a RWP is a decision taken by the GWP Partners and CWP (where appropriate) in a given region, their accreditation as a GWP RWP is a decision which is taken by the GWP Steering Committee.

#### The procedure is as follows:

1. Agreement by GWP Partners in a region to seek establishment of a GWP RWP
2. Adoption of a governance structure that conforms to GWP's principles and values
3. Election of a Steering Committee or Council by the local, national and regional Partners
4. Upon completion of steps 1, 2 and 3, initial review by the GWP Global Secretariat with recommendations, if necessary, and, if applicable, identification of a Host Institution for the establishment of the Regional Secretariat
5. Application for accreditation submitted to GWP Global Secretariat by the Chair of the Regional Steering Committee
6. Final assessment of compliance with these Conditions by the GWP Global Secretariat
7. Recommendation by the GWP Executive Secretary to the GWP Steering Committee to accredit the Partnership
8. Decision by the GWP Steering Committee to accredit the Partnership
9. Letter of Accreditation signed by the GWP Executive Secretary and sent to the RWP.

### **Non-compliance and dissolution of a Regional Water Partnership**

On application for accreditation to GWP, Interim Accreditation may be granted in order to enable the RWP to operate, while adjusting its governance structure to ensure compliance with these Conditions of Accreditation. The status of the Interim Accreditation will be reviewed on a regular basis by the GWP Global Secretariat, and recommendations made for progress to full Accreditation.

If a fully accredited RWP fails to meet the GWP Conditions of Accreditation at any point in time, GWPO is responsible for advising on the necessary steps to ensure that improvements are implemented.

In the event that improvements are not made by the RWP, the Executive Secretary shall recommend to the GWP Steering Committee that the accreditation be withdrawn. If the GWP Steering Committee agrees with such a recommendation, the accreditation shall be withdrawn, including the use of the GWP name and logo.

Partners that comprise the RWP may also decide to dissolve the RWP according to the mechanisms detailed in the statutes of the RWP.

## **ANNEX 1**

### **Guidelines for establishment of a Regional Water Partnership**

#### **1. Definition of a Regional Water Partnership**

- i. The core of the GWP Network is its Partner organisations. A Regional Water Partnership (RWP) is a grouping of registered Partners of GWP and accredited Country Water Partnerships (CWPs) based within the region.
- ii. The RWPs are not Partners of the GWP Network in themselves but are an integral part of the Network's institutional arrangements in their cooperation with GWP Partners, the CWP<sup>s</sup> and/or GWPO.
- iii. The RWPs receive funds to be used for activities within the region from GWPO either directly, or through a Host Institution. The RWPs have a special role to encourage regional integration through transboundary water sharing and benefit sharing, and to support collaboration in the work of GWP across national boundaries. They should not be seen as simply a source of funds or expertise for CWP<sup>s</sup> or GWP Partners. A RWP is encouraged to expand its funding from local, national regional and global sources, in addition to any seed funding that may be received from GWPO, to be able to create effective neutral platforms for dialogue and activities for programme implementation for the Partners in the region.

#### **2. Global Water Partnership principles and values**

All GWP Partners, and therefore all RWPs, agree to adhere to the guiding *principles* of integrated water resources management and development adopted by GWP in pursuing its Vision and Mission. These guiding principles stem from the 1991 Dublin conference, the 1992 Earth Summit (Agenda 21, Chapter 18), the Millennium Assembly (2000), which gave rise to the Millennium Development Goals, and the World Summit on Sustainable Development (2002) Plan of Action, reaffirmed by the 2012 UN Conference on Sustainable Development (Rio+20). GWP has adapted and elaborated these principles to reflect international understanding of 'equitable and efficient management and sustainable use of water'. These guiding principles are:

- Freshwater is a finite and vulnerable resource, essential to sustain life, development and the environment.
- Water development and management should be based on a participatory approach involving users, planners and policy-makers at all levels.
- Women play a central part in the provision, management and safeguarding of water.
- Water is a public good and has a social and economic value in all its competing uses.
- Integrated water resources management is based on the equitable and efficient management and sustainable use of water and recognises that water is an integral part of the ecosystem, a natural resource and a social and economic good, whose quantity and quality determine the nature of its use.

The main *values* that all GWP Partners, and, therefore, all RWPs strive for, are **inclusiveness, openness, transparency, accountability, respect, gender sensitivity and solidarity**.

### 3. Roles and responsibilities

In the implementation of GWP's strategy through regional activities by RWPs, GWPO and the accredited RWP will have the following roles and responsibilities.

#### a) Global Water Partnership Organisation

GWPO is the custodian of the values, credibility and name of the GWP Network. It provides guidelines and advice with regard to the governance of RWPs and the management and use of funds, to the extent that this may affect the overall reputation and operations of the GWP Network. GWPO will:

##### ***Operations***

- Coordinate the development and implementation of a multiyear Global Strategy for the implementation of the GWP Vision and Mission, in a participatory manner.
- Oversee the development and implementation of annual work plans and budgets for the operations of the RWPs. This includes approval of GWPO funded activities.
- Monitor and consolidate the activities and outcomes of the GWP Network in order to produce annual reports as necessary.

##### ***Fundraising***

- Conduct fund raising activities at the global level for the operations of the GWP Network.

##### ***Monitoring and funding***

- Oversee the activities of the RWP in order to ensure that GWPO funds are used exclusively for purposes approved by GWPO.
- Provide the RWP and, if applicable, the Host Institution with guidance on financial management.
- Support implementation of the GWP Strategy by providing guidance on technical matters (depending on demand and available resources).
- Make regular disbursements of funds in accordance with the agreed budgets of the regional and country programmes, upon request by the RWP and/or the Host Institution, unless financial reporting requirements, as set out in the Financial Guidelines, are not fulfilled.

##### ***Knowledge***

- Foster inter-regional dialogue, and promote experience and lesson sharing at all levels in order to increase knowledge dissemination.
- Promote linkages between the GWP Technical Committee and RWPs to facilitate bi-directional knowledge flows.

##### ***Accreditation***

- Track compliance by the RWPs with the Conditions of Accreditation and recommend corrective action as appropriate.

#### b) Regional Water Partnerships

##### ***Operations***

- Develop agreed multiyear work programmes within the broad framework of the GWP Global Strategy.
- Develop an annual work plan and budget, and engage qualified staff as appropriate.
- Plan regional activities involving GWP Partners and other key stakeholders and coordinate feedback from the CWP and Partners to be included in global reports.
- Raise resources, in addition to seed funding and other resources from GWPO, to support the

implementation of the regional work plan.

- Implement regional activities as set out in the RWP's work plans and budgets, in order to achieve the best possible outcomes, tangible results and impact on the ground.
- Engage with the GWP Technical Committee on knowledge generation and management, as appropriate.
- Provide technical and financial support to the implementation of activities at the country level, as appropriate.
- Broaden the base of GWP Partners within their respective regions.

### ***Monitoring and reporting***

- Monitor outcomes and the effectiveness of activities in line with a programme management system put in place by the GWPO and engage in learning and knowledge sharing within the region and with other regions of the GWP Network.
- Prepare periodic narrative progress reports, as required by GWPO, for various knowledge sharing and reporting purposes, coordinating feedback from the CWPs and Partners as appropriate.
- Prepare financial and narrative reports and annual work plans as set out in Annex 1.

### ***Financial management***

- Ensure sound financial and administrative management, including preparation of financial reports and audited accounts, in line with the requirements of the GWP Financial Guidelines and any other RWP funders.
- If applicable, monitor the Host Institution's performance and work with the Host Institution to maintain sound financial and administrative management, as set out in the Host Institution Agreement.
- If applicable, monitor the Host Institution's provision of guidance to the CWPs on financial management and reporting, as set out in the Host Institution Agreement.

### ***Accreditation***

- Comply with these Conditions of Accreditation.

## **4. Governance structures and operational principles**

### **a) Legal registration**

At present, it is not necessary for a RWP to have a legal personality and it does not have to be legally registered in order to use the GWP name and logo. However, there are certain benefits to be gained by registering the RWP as a legal entity in one of the regional countries, especially in conjunction with local fundraising and in relation to entering into legally binding contracts for a RWP's operations.

Registration of a RWP may be a complex matter, which should be discussed and agreed between GWPO and the concerned RWP before an RWP starts its registration procedure. Local laws and regulations of the country of registration have to be followed. The type of entity chosen has to be of a kind that allows the RWP to operate effectively, does not contradict any requirement in these Conditions of Accreditation and enables all GWP Partners in the region to be members.

A RWP may have Host Institution arrangements<sup>1</sup>. However, legal registration does not mean that the RWP has to be self-hosted. A registered RWP can be hosted by another organisation if that is the

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<sup>1</sup> A Host Institution is a well established, legally registered organisation in a country within the region that meets the criteria of GWPO Host Institution Guidelines.

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## Conditions of Accreditation Regional Water Partnership

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most efficient manner by which the RWP can operate. If an RWP wishes to be self-hosted, then this is a process that is carried out together with GWPO upon careful consideration of all the factors and issues.

### b) Governance arrangements and structures of the Regional Water Partnership

Each RWP should establish its own **statutes**, either according to the legal form it is registered in, or according to the criteria set out below. Even if the RWP is a registered legal entity, the governance aspects below need to be incorporated within the legal governance structure of the legal entity. The statutes need to be agreed upon by the GWP Partners in the region concerned. The statutes should set out important aspects of governance including the following:

- functions of the different governance bodies of the regional structures and their relationships with the GWP Partners within the region
- the Terms of Office of all the Regional Water Partnership representatives and the roles and responsibilities for representatives and office staff
- linkages of the regional governance structure to GWPO and to other entities within the GWP Network
- roles and responsibilities of other bodies within the Partnership, including, a technical group of experts
- mechanisms for direct participation and/or representation of any GWP Partner in the region.

The RWP is accountable to the GWP Partners within the framework of the RWP statutes and the Conditions of Accreditation. Each RWP should periodically hold a **General Assembly** of the GWP Partners, as stated in its statutes and according to budget availability. This should be at least every two years. Notices and announcements should be given in advance of these meetings, providing a draft agenda for review and comment by the Partners.

Where the RWP is not a registered legal entity, it needs to establish an executive board (**Regional Steering Committee or Council**) – the highest governing body responsible for providing overall strategic direction to the RWP. The RWP Steering Committee/Council should comprise a majority of elected/appointed representatives from the GWP Partners/Partnerships in the region, through an open and transparent process, seeking a balanced composition across relevant disciplines, stakeholder groups, geographic areas and gender.

The Chair should be selected from among the Partner institutions and be appointed by the General Assembly or the Steering Committee members, as set out in the Regional statutes, with each RWP designing its own process for selection. The outgoing and incoming Regional Chairs should not be from the same country in order to ensure even representation of the various countries in the region.

The Term of Office of every member of the Regional Steering Committee (including the Chair) is expected to be between one and three years. A Steering Committee member or Chair may be elected for a maximum of six years in total (or two three-year terms of office). The terms of office do not have to be consecutive. If they are consecutive, a phasing out system should be worked out to ensure a smooth transition and continuity within the Steering Committee. No Steering Committee member or Chair may hold more than one position within GWP at any one time, with the sole exception of the Chair of Regional Chairs, who is an ex officio member of the GWP Global Steering Committee.

Members of the RWP Steering Committee should not carry out any paid work that arises from decisions they have made on a given assignment, as this is considered a conflict of interest. If a

## Conditions of Accreditation Regional Water Partnership

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Steering Committee member is willing to undertake a remunerated activity, this member should declare his/her interest and excuse himself/herself from related deliberations and decisions. The RWP will follow competitive and transparent procurement procedures in which such Steering Committee members could participate on the same terms as any other external service provider.

The Network Officers based at the GWP Secretariat shall be ex officio members of the Steering Committee/Council of their respective RWPs, representing the GWP Secretariat.

Where an RWP is hosted, this shall be on a long-term basis with a Host Institution in a country within the relevant region. The RWP Steering Committee is responsible for monitoring the Host Institution's performance. In order to avoid loss of institutional memory and the high costs of moving, a Host Institution arrangement should only be changed if there are serious and non-rectifiable issues.

As GWPO is accountable for the funding it provides to the regions, it has the prerogative of advising the RWP Steering Committee to keep or change its Host Institution based on its performance. Likewise, GWPO has the option to terminate the Host Institution Agreement unilaterally if the Host Institution is performing poorly.

In order to ensure the effective performance of the RWP, each RWP will establish a **Secretariat** to manage day-to-day operations. The Regional Secretariat is intended to be a lean institutional arrangement, working effectively with and through Partner organizations, while making sure that its coordination, communication and administrative functions are duly covered. It is required that at the minimum, each GWP region should engage a qualified full-time Regional Coordinator and a qualified full-time Communications Officer. The recruitment process must be transparent, fair and non-discriminatory, and subject to competition.

The salaries for the Regional Coordinator are set and approved by the RWP Steering Committee and those for any other staff by the Regional Coordinator. If the RWP is hosted, then salaries should be set in consultation with the Host Institution. The level of salary should be in line with the remuneration for a similar position in the region. Any compensation should be in compliance with the laws of the country in which the Partnership is established, subject to budget availability and the requirements of the Host Institution.

All RWPs should establish a **technical group of experts** who can be called upon to meet and to provide their services as and when required. RWPs should avoid the cost of a permanent sitting Technical Committee.

## 5. Application to existing Regional Water Partnerships

These Conditions are binding on all existing GWP RWPs, as accredited RWPs have agreed to be bound by any amendments to the Conditions of Accreditation.

For existing RWPs that are not fully accredited to GWP, the GWP Global Secretariat will assess compliance with these Conditions and will provide feedback to the GWP Executive Secretary through a status report on progress towards accreditation. During this process the RWP will be granted Interim Accreditation.