European Union Water Initiative Plus for Eastern Partnership Countries (EUWI+)
Ukraine

TERMS OF REFERENCE FOR LOCAL CONTRACTOR
“DNIPRO RIVER BASIN MANAGEMENT PLAN IN UKRAINE, PHASE 1 – CONSULTATION & FINALISATION”

7 May 2020

1. Financing

European Union (ENI/2016/372-403)

2. Procedure

Single Tender Procedure according to EU PRAG

3. Contracting Authority

International Office for Water (IOW)

4. Nature of contract

Service contract

5. Time period of implementation

June 2020 – October 2020

6. Contract amount

Maximum amount 20,000 €

7. Background information

The EUWI+ project addresses existing challenges in both development and implementation of efficient management of water resources. It specifically supports the Eastern Partnership countries to move towards the approximation to EU acquis in the field of water management with a focus on transboundary river basin management as identified by the EU Water Framework Directive (WFD).

The overall objective of the project is to improve the management of water resources in the EaP countries.

The specific objective is to achieve convergence of national policies and strategies with the EU Water Framework Directive, Integrated Water Resource Management (IWRM) and relevant Multilateral Environmental Agreements (MEAs).

1 The Eastern Partnership (EaP) is a policy initiative launched at the Prague Summit in May 2009. It aims to deepen and strengthen relations between the European Union and its six Eastern neighbours: Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine.
The EUWI+ project is divided into three result areas as follows:

- **Result 1:** Legal and regulatory frameworks improved in line with the WFD, IWRM and MEAs;
- **Result 2:** River Basins Management Plans designed and implemented in line with the WFD principles;
- **Result 3:** Lessons learnt regularly collected, shared and communicated to stakeholders.

This assignment will contribute to the implementation of the Result 2, activity 2.3.2. “Technical Support in the elaboration and implementation of pilot River Basin Management Plans (RBMPs)” and activity 3.1.2. “Organization of exchanges in pilot projects to support public and stakeholder participation in the preparation, implementation, review and update of RBMPs developed under result 2.3.2.”

This assignment concerns the first public consultation for the Dnipro river basin management plan in Ukraine (289,000 km², see map in annex 1) in line with annex 7 of the Water Framework Directive WFD (Directive 2000/60/EC) and Decree from the Cabinet of Ministers of Ukraine (CMU) of 18 May 2017 on the preparation of River Basin Management Plan and the Order of the Minister of Environment and Natural Resources of Ukraine (MENR) of 26 January 2017 on Basin Councils. It covers various tasks detailed below e.g. preparation of documents, RBMP phase 1 updating, and dissemination of results.

8. **Scope of works & deliverables**

8.1. **Scope of works**

The main objectives of this assignment are to produce elements for the consultation, to finalise the first chapters of Dnipro RBMP from the comments collected, and to share results and methodologies.

As a crucial working base, the following previous reports elaborated in the frame of EUWI+ project will be transmitted:

- Identification and delineation of surface water bodies in Dnipro river basin district in Ukraine,
- Identification and delineation of groundwater bodies in Dnipro river basin district in Ukraine,
- Development of draft Dnipro river basin management plan in Ukraine: description of the characteristics of the river basin,
- Development of draft Dnipro river basin management plan in Ukraine: Identification of protected areas, proposal of related environmental objectives,
- Development of draft Dnipro river basin management plan in Ukraine: Analysis of pressures & impact, risk assessment, environmental objectives for surface water bodies,
- Development of draft Dnipro river basin management plan in Ukraine: Analysis of pressures & impact, risk assessment, environmental objectives, and monitoring programme for groundwater,
- Development of draft Dnipro river basin management plan in Ukraine: Economic analysis part 1.

Note that these documents are available in English as well as in Ukrainian. Data, shapefiles and information are available with these documents. The reports are available on request to the Ukrainian country representative (see below section 9.3).

The activities requested are listed below:

1. Elaboration of thematic summaries from the available reports listed above and describing the main results and significant water management issues for the whole Dnipro River Basin and for each of the Dnipro sub-basins in Ukraine (Pripyat, Desna/Upper Dnipro, Middle Dnipro, Lower Dnipro).
2. Preparation of questionnaires to be submitted to each basin council during the consultation. The questionnaires signal the consultation process and help to collect participants’ opinion.
3. Presentation of the main results and significant water management issues during at least 4 consultation meetings in Dniipro River Basin (one per Basin Council). Because of sanitary situation, these meetings could be organised on-line.

4. Elaboration of material (filmed presentations, ppt presentations) for four video lessons and one webinar that could be used during consultation meetings and for future trainings. During the consultation meetings, alive presentations are required.

5. Disposition of comments collected during the consultation meetings, incorporated in a consultation report.

6. Elaboration of the final Draft Dniipro RBMP phase 1 (6 chapters) after selection of relevant comments.

7. Preparation and/or update of methodology guidelines ready to be submitted to competent bodies for 4 chapters of RBMP. These documents (close to secondary legislation) will be used at national level for other River Basin Districts and/or future planning cycles. Most of the material for these guidelines is already available in the reports listed above and existing guidelines. In the light of experiences gained during EUWI+ project, the methodologies will be in line with European Guidance documents developed in the frame of the Common Implementation Strategy.

8.2 Deliverables

The deliverables will include:

1. 5 thematic summaries describing the results of the first Dniipro RBMP chapters for the whole Dniipro River Basin and for 4 basin councils. The chapters are: 1 Characterization of the river basin district incl. water bodies description; 2 pressures and impacts of human activities; 3 Protected areas; 4 monitoring network and results; 5 Risk analysis and Environmental objectives; 6 Economic analysis part 1; 7 Significant water management issues. Around 50 pages for the whole Dniipro River Basin thematic summary, around 10 pages for each of 4 (BUVR) Dniipro sub-basins thematic summary (Pripyat, Desna/Upper Dniipro, Middle Dniipro, Lower Dniipro).

2. 4 questionnaires to be used for the consultation and adapted to each basin council.

3. Support for the presentations of thematic summaries to the 4 Basin Councils during the consultation meetings (one set of ppt presentations for each Basin Council). Content for 40-minute presentations. Presentation during 4 meetings (one per Basin Council).

4. Material (filmed presentations, ppt presentations) to describe the methodologies and examples for the 5 following chapters of RBMPlanning process: 1 water bodies delineation; 2 pressures & risk assessment for surface water; 3 pressures & risk assessment for groundwater; 4 protected areas, 5 water monitoring. Content 20-minute presentation per topic (5 topics).

5. One seminar for practical training of skills for economic analysis in the sub-basins for specialists of basin management of water resources (State Agency of Water Resources of Ukraine SAWR) (oral presentation, ppt presentation, practical training). Because of sanitary situation, the seminar could be organised on-line. In any case, the seminar will be recorded. Duration at least 4 hours.

6. 1 Report on Dniipro RBMP public consultations, including table with comments (see template in annex).

7. The final Draft Dniipro RBMP Phase 1 reviewed from contribution of the public consultations with main results easily identified for each sub-basin. The outline will be the same than these of the thematic summary (6 first chapters) in line with the Water Framework Directive annex 7 and the Decree from the Cabinet of Ministers of Ukraine (CMU) of 18 May 2017 on the
preparation of River Basin Management Plan. The final Draft Dnipro RBMP must be prepared in accordance with the requirements of regulations of Ukraine on the preparation of documents and record keeping. The final draft of the Dnipro RBMP Phase 1 with the results of public consultations should be discussed at a meeting of the public council at the State Agency of Water Resources of Ukraine (SAWR) and reviewed if appropriate. Around 150 pages.

8. 4 methodological guidelines ready to be submitted to the competent authorities concerning: 1 improvement of pressures & risk assessment for surface water; 2 pressures & risk assessment for groundwater; 3 protected areas delineation and objectives; 4 economic analysis.

8.3 Data collection

The basic principle of action is that all the complementary datasets presented or used in a map or a table or an indicator must be described in a catalogue of metadata (see the template established by the project in annex 2).

8.4 Format

All the documents consulted, maps, data and information collected, interviews’ records will be transmitted in their original forms (paper, files, GIS layers) and their valorised forms (data base, Excel, etc).

Reports will be transmitted in digital form which can be corrected (MS Office 2007). Priority will be focused on illustrations, synthetic tables and straightforward style.

All the documents will be produced in Ukrainian and in English.

The documents produced (reports, presentations, videos, maps, etc.) will have to follow format and templates which will be provided to the contractor at the beginning of the assignment.

8.5 Meetings & trainings

Regular meetings will be held with the contractor by the project team (at least 2 meetings). Because of current sanitary context, these meetings would be held online.

Note that the contractor will not have to organize the consultation meetings but to attend to them in his own expense.

9. Implementation modalities

9.1 Schedule

Duration of the assessment will be up to 5 months and is expected to start from May 2020 and finish on September 2020. The contractor will have to inform regularly the experts’ team about the problems and the progress. The experts’ team will be allowed to question the contractor.

Table 1: Summary of the work schedule

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Volume</th>
<th>Language of deliverable</th>
<th>Start date</th>
<th>Due date for draft report</th>
<th>Finalization</th>
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<tr>
<td>5 thematic summaries describing the results of the first Dnipro RBMP chapters and significant water management issues</td>
<td>50 pages for the whole Dnipro and 10 pages per each river basin council</td>
<td>Ukrainian and English</td>
<td>June 2020</td>
<td>June 2020 ready for consultation</td>
<td>July 2020 refined after consultation</td>
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9.2 Implementation modality

Works shall be implemented by a local company or group of NGO(s), university, research institution, etc. that are not representing the project beneficiaries. The studies will be closely coordinated, assisted and monitored by the project team, consisting mainly of the thematic experts (RBMP, data management), the country representative, the national thematic focal points for RBMP, and the National Focal Point or his/her representative. Close relationships will be formed and maintained with the beneficiary who will own the product and take full ownership of the RBMP.

Technical issues as data description (producers, availability, quality, scales, collection frequency, etc), related difficulties to collect them, data formatting requirements, methodological aspects, etc. will be discussed with the project team.

The contractor will have to designate competent specialists for each part of the assignment as well as a coordinator who will be responsible of managing these specialists, harmonising the document, and will inform regularly the project team.

As a matter of illustration, the contractor’s team could be typically composed of the following expert profiles:

- 1 team leader expert for RBMP;
- 1 specialist of pressures, risk analysis for surface water;
- 1 specialist of pressures, risk analysis for groundwater;
- 1 specialist for protected areas;
- 1 economist with knowledge of the water sector;
- 1 expert for communication.

9.3 Contact details

The operational project coordinator for RBMP consultation (State Agency of Water Resources of Ukraine):
Ms. Mariia SHPANCHYK
spanchyk@davr.gov.ua

The coordinator on behalf of EUWI+ (relevant country representative):
Ms. Oksana KONOVALENKO
oks_konovalenko@ukr.net

| 4 questionnaires | < 6 pages per sub-basin | Ukrainian and English | June 2020 | June 2020 | June 2020 |
| Support for the presentations to the 4 Basin Councils during the consultation meetings (one set of ppt presentations for each Basin Council) | 30 slides per sub-basin | Ukrainian and English | June 2020 | July 2020 ready for consultation | July 2020 |
| Material to describe the methodologies and examples for 5 topics | 20 minutes per topic | Ukrainian and English | June 2020 | June 2020 | July 2020 |
| Seminar about economic analysis | At least 4 hours | Ukrainian | June 2020 | September 2020 | October 2020 |
| 1 Report on Dnipro RBMP public consultations, including table with comments (see template in annex) | 20 pages | Ukrainian and English | July 2020 | August 2020 | August 2020 |
| Final Draft Dnipro RBMP reviewed from contribution of the public consultations and SAWR | 150 pages | Ukrainian and English | August 2020 | September 2020 | October 2020 |
| 4 methodological guidelines | Around 20 pages per topic | Ukrainian and English | July 2020 | August 2020 | September 2020 |
The responsible thematic leader:
Mr. Philippe SEGUIN
International Office for Water
p.seguin@oieau.fr

10. Participation to the tender

Interested parties (individual and legal persons) are invited to inquire the full tender dossier containing instructions and further information about the tender procedure from Ms. Ilke CICEKOGLU, Project Assistant, International Office for Water (IOW) and Mr. Philippe SEGUIN, Project Manager, International Office for Water (IOW).

Email address: i.cicekoglu@oieau.fr
Email address: p.seguin@oieau.fr

Deadline for submission of the technical and financial offer is 29 May 2020, 17.00 CET.

Annexes:

Annex 1: Map of Dnipro River Basin in Ukraine
Annex 2: Template for metadata catalogue (if necessary)
Annex 3: Template for disposition of comments
Annex 1: Map of Dnipro river basin in Ukraine
Annex 2: Template for metadata catalogue

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<th>Abstract</th>
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<th>Geo Keyword Admin</th>
<th>Topic Keyword IWRM</th>
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<td>(Global content, Author and objective; Database/website/map on ... created by ... to do ...)</td>
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**Information on Dissemination**

- **Web Address or URL where the document can be consulted and/or downloaded**: 
  [http://](http://)

**Level of Access**

- Not determined

**Category, Format and Scale of the Data Source**

- **Category**: Not determined
- **Format**: Not determined
- **Scale**: 1:

**Contact person to get more information on this data source**

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International Office for Water - v. 15/09/2017
### Annex 3: Template for disposition of comments

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<th>ID</th>
<th>Date of comment</th>
<th>Reception mode (meeting, letter, website, questionnaire, etc)</th>
<th>Author's organisation</th>
<th>Bassin</th>
<th>Sub-basin, province, district, etc</th>
<th>Subject</th>
<th>Comments, observations, opinions</th>
<th>User-entered data</th>
<th>RBMP chapter concerned</th>
<th>Type of comment (input, improvement, misunderstanding, criticism, etc)</th>
<th>Proposed modification to the Draft (specify the concerned chapter)</th>
<th>Final decision (specify: ministry, basin council, technical arbitration, etc)</th>
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