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**ESA COLLABORATIVE COUNCIL
TEMPORARY WORKING GROUP ON
COMMUNICATION OF INFORMATION**

REPORT TO THE 1990 COMMITTEE

LIBRARY
INTERNATIONAL REFERENCE CENTRE
FOR COMMUNITY WATER SUPPLY AND
SANITATION (IRC)

**VOLUME 3
ANNEXES**

204.0-89RE-6272

LIBRARY, INTERNATIONAL REFERENCE
CENTRE FOR COMMUNITY WATER SUPPLY
AND SANITATION (IRC)

P.O. Box 93190, 2509 AD The Hague
Tel. (070) 814911 ext. 141/142

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ESA COLLABORATIVE COUNCIL TEMPORARY WORKING GROUP ON COMMUNICATION OF INFORMATION

REPORT TO THE 1990 COMMITTEE VOLUME 3: ANNEXES

ANNEX 1: TERMS OF REFERENCE

Introduction

1. Information under four headings (public, technical, project, and management) is recognized as a major issue for action in the water supply and sanitation sector. Sanitation is to be considered in its broader context, including liquid and solid waste management. In addressing these issues, the Temporary Working Group should keep in mind the following:

- a) the work should be undertaken by existing organizations
- b) the work is of a temporary nature
- c) no additional resources should be required (except as provided under item d below)
- d) developing country representatives should be encouraged to participate, with necessary funding provided by appropriate ESAs – e.g. GTZ, UNDP.

Objectives

2. The main objective of the Temporary Working Group is to develop a strategy for communicating information in the sector, making optimum use of existing information resources and opportunities. Individual elements of the strategy will include measures to:

- a) promote with decision makers and the wider public the importance of sustainable water supply and sanitation services (nationally and internationally)
- b) assist developing countries in building up their capacity to deal with and to take maximum advantage of available experience in sector projects and programmes, with an emphasis on human resources development
- c) support improved coordination and collaboration among ESAs at the national and international level
- d) promote an increasing responsiveness of sector programmes to overall environmental considerations
- e) promote the activities of the Collaborative Council.

3. The programme of work for the TWG proposed in the letter from IRC to group participants is agreed as a basis for accomplishing the TWG's targets by mid-April 1989. Tasks to be accomplished by that date include:

1. Identify the major needs for information and promotion in the sector, in developing countries and among ESAs, to achieve the TWG objectives.
2. Review and appraise existing information and promotion sources and activities, including canvassing contributions from all members of the Collaborative Council.
3. Use the results of tasks 1 and 2 to identify areas in which present programmes are not fulfilling the requirements of the sector, at country-level and globally.
4. Recommend a programme of activities, including a timescale and resource requirements, matching where applicable the needs of developing countries with the potential support of interested ESAs.

4. In undertaking these tasks, the TWG is asked to take into consideration the Global Sector Concepts as amplified by the Interlaken Consultation, and to pay particular attention to:

- a) Health for All by the Year 2000 (HFA 2000), and water supply and sanitation as components of primary health care.
- b) The conclusions and recommendations of the Brundtland Report, linking water supply, sanitation and environmental protection into the overall objective of *sustainable development*.
- c) Water supply and sanitation as integrated components of urban and rural development.

5. The TWG is expected to take special note of information systems developed within the framework of the IDWSSD, including the CESI (Country External Support Information) System, the Decade Monitoring System of WHO, and the International Training Network for Water and Wastewater Management. Possible promotional tools identified during the 1990 Committee Meeting, which should be evaluated by the TWG include the La Villette Exposition *Water and Life*, and the proposal for a magazine specifically devoted to promoting the Collaborative Framework.

6. A core group consisting of IRC, WHO, UNDP/WB, and CEFIGRE will be responsible for ensuring that the TWG accomplishes the stated objectives, with IRC taking the leadership role. The target will be to gather as much information as possible on the needs of developing countries in the four categories of information and promotion and to present the 1990 Committee with a recommended programme of activities for meeting those needs.

ANNEX 2 LISTS OF PARTICIPANTS

1. Geneva — 6-8 February 1989

Mr Mike Acheson, Manager, CWS Division of EHE, WHO

20 Ave Appia, 1211 Geneva 27, Switzerland; Tel: (22) 91 21 11; Tlx: 27821 OMS CH; Fax: (22) 91 07 16

Mr Ingvar Ahman, CESI Coordinator, CWS/EHE, WHO

20 Ave Appia, 1211 Geneva 27, Switzerland; Tel: (22) 91 21 11; Tlx: 27821 OMS CH; Fax: (22) 91 07 16

Mr Geoff Bothamley, Manager, Aqualine Information, WRC

Elder Way, Stevenage, Herts, SG1 1TH, United Kingdom; Tel: (438) 312444; Tlx: 826168 WRCSTE G

Mr Neil Burton, Managing Director, Intermediate Technology Publications,

ITDG, 103-5 Southampton Row, London, WC1H 4BB, United Kingdom; Tel: (1) 436 9761; Tlx: 268312 WESCOM

Mr Yves Chartier, Médecins Sans Frontières

6-8 rue St Sabin, 75011 Paris, France; Tel: (1) 40 21 29 29; Tlx: 214360 MSF F; Fax: (1) 48 06 68 68

Mr Hans van Damme, Director, IRC (Chairman)

PO Box 93190, 2509 AD The Hague, The Netherlands; Tel: (70) 814911; Tlx: 33296 IRC NL; Fax: (70) 814 034

Mr Terry Gavin, IDRC

PO Box 8500, Ottawa K1G 3H9, Canada; Tel: 613 236 6163; Tlx: 21533753; Fax: 613 238 7230

Ms Eirah Gorre-Dale, Programme Officer Information, IRC

PO Box 93190, 2509 AD The Hague, The Netherlands; Tel: (70) 814911; Tlx: 33296 IRC NL; Fax: (70) 814 034

Mr Nick Greenacre, Environmental Health Department, AMREF

PO Box 30125, Wilson Airport, Nairobi, Kenya; Tel: (2) 501 301; Tlx: 23254 AMREF KE

Mr Bruce Gross, INUWS, World Bank

1818 H Street NW, Washington, DC 20433, USA; Tel: (202) 473 3080; Tlx: 440098; Fax: (202) 477 0164

Mr Ingo Guhr, GTZ

Dag-Hammaskjold-weg 1, PO Box 5180, 6236 Eschborn 1, Fed Rep of Germany; Tel: (0) 6196 79 1270; Tlx: 407501-0 GTZ D; Fax: (0) 6196 79 1115

Mr Jim Howard, Technical Unit, OXFAM

274 Banbury Road, Oxford, OX2 7DZ, United Kingdom; Tel: (865) 56777; Tlx: 83610 OXFAM

Mr Dick de Jong, Public Information Officer, IRC

PO Box 93190, 2509 AD The Hague, The Netherlands; Tel: (70) 814911; Tlx: 33296 IRC NL; Fax: (70) 814 034

Mr David Kinley, Information Advisor, Division of Information, UNDP

1 UN Plaza, New York, NY 10017, USA; Tel: (212) 906 5319; Tlx 6220 6049 ESL UD; Fax: (212) 286 9329

Mr Kees Klompenhouwer, First Secretary, Permanent Mission of the Kingdom of the Netherlands to the Office of the UN and other International Organizations at Geneva

Case Postale 273, 1211 Geneva 19, Switzerland; Tel: (22) 33 7350; Tlx: 22054 NLGVE CH

Mrs Liesel Laufenberg, Technical Assistant, CWS/EHE, WHO

20 Avenue Appia, 1211 Geneva 27, Switzerland; Tel: (22) 91 21 11; Tlx: 27821 OMS; Fax: (22) 91 07 46

Mr Brian Parker, Adm Director for Communication of Information, IWSA

4 Rownham Hill, Leigh Woods, Bristol BS8 3PU, United Kingdom; Tel: (272) 733 202; Tlx: 44130 Wessex G

Ms Anne-Marie Pfister, CWS Documentation Centre, Division of EHE, WHO
20 Ave Appia, 1211 Geneva 27, Switzerland Tel: (22) 91 21 11; Tlx: 27821 OMS CH; Fax: (22) 91 0746

Ms Alice Petrén, CWS/EHE, WHO
20 Ave Appia, 1211 Geneva 27, Switzerland; Tel: (22) 91 21 11; Tlx: 27821 OMS CH; Fax: (22) 91 07 16

Mr Luis Rivera, Chief, Programme Communications, UNICEF
3 UN Plaza, New York, NY 10017, USA: Tel: (212) 326 7127; Tlx: 175989 TRT; Fax: (212) 888 7465

Mr Sandy Rotival, Chairman, 1990 Committee, WHO/UNDP Coordinator
20 Ave Appia, 1211 Geneva 27, Switzerland; Tel: (22) 91 21 11; Tlx: 27821 OMS CH; Fax: (22) 91 07 16

Mr Ellis Turner, Project Director, WASH Project
1611 N Kent Street (Room 1001), Arlington, VA 22209, USA; Tel: (703) 243 8200; Tlx: 64552 WASHAID

Mr John Turner, AHAS
PO Box 397, London E8, United Kingdom; Tel: (1) 249 5869; Tlx: 265871 GELO 004; Fax: c/o Workbase (1) 923 0521

Dr Greg Watters, CWS/EHE
20 Ave Appia, 1211 Geneva 27, Switzerland; Tel: (22) 91 21 11; Tlx: 27821 OMS CH; Fax: (22) 91 07 16

Mr Robin Wiseman, Consultant, World Water (Rapporteur)
PO Box 124, Liverpool L69 2LQ, United Kingdom; Tel: (51) 236 1155; Tlx: 628761 BULTEL; Fax: (51) 236 3154

2. The Hague — 11-13 April, 1989

Mr. Ingvar Ahman, CESI Coordinator CWS/EHE, WHO
20 Avenue Appia, 1211 Geneva 27, SWITZERLAND, Tel: 022 791 35 51, Tlx: 27821 OMS, Fax: 22 - 791 07 46

Mr. Kefa Afwata Ajode, Senior Public Health Officer, Division of Ministry of Health
Environmental Health, Kenya Government, P.O. Box 30016, Nairobi, Kenya. Tel: 728370, Cable: MINHEALTH-Nairobi.

Mr. Brian Appleton, Consultant/Technical Writer (Rapporteur)
9 Prospect Road, Prenton, Birkenhead, Merseyside L42 8LE, UNITED KINGDOM. Tel: 051 608 7389, Tlx: 628761, Fax: 051 - 638 1846

Dr. Martin Beyer, Senior Advisor, Drinking Water and Sanitation, Wet Section
Programme Division, UNICEF H-11 F, 3 United Nations Plaza, New York, N.Y. 10017, USA. Tel: (212)-326-7120, Tlx: 7607848, Fax: (212) 888-7465
(also representing World Bank), Infrastructure and Urban Development Department, Water Supply and Sanitation Division, 1818 H. St., N.W., Washington, D.C. 20433, USA. Tel: (202) 473 - 5557

Ms. Marta Bryce, REPIDISCA Coordinator, Centro Pan Americano de Ingenieria Sanitaria y Ciencias del Ambiente (CEPIS)
Casilla Postal 4337, Lima 100, Peru. Tel: 35-4135, Tlx: 21052 PE 999, Fax: 424634

Mr. Neal Burton, Managing Editor/Director, Intermediate Technology Publications
ITDG, 103/105 Southampton Row, London WC1B 4HH, United Kingdom. Tel: 01-436-9761, Telex: 268312 Westcom G, Fax: 01-436-2013

Mr. Collins Bwoye, Chief Engineer, Water Development Department
Planning, Design and Documentation Div, Box 20026, Kampala, Uganda. Tel: 221678, Tlx: 62203

Mr Yves Chartier, Supervisor, Water and Sanitation Department, Médecins Sans Frontières
8 Rue St Sabin, 75011 Paris, France. Tel: (1) 40 21 29 29, Tlx: 214360 MSF F, Fax: (1) 48 06 68 68

Mr. Hans van Damme, Director, IRC International Water and Sanitation Centre
P.O. Box 93190, 2509 AD The Hague, The Netherlands. Tel: 070 814 911, Tlx: 33296 IRC NL, Fax: 070-814034

Ms. Frances M. Delaney, Senior Programme Officer, Information Sciences Division, International Development Research Centre
P.O. Box 8500, Ottawa K16 3H9, Canada. Tel: (613) 236-6163, Tlx: 053-3753 RECENTRE, Fax: (613) 238-7230

Mr. Michel Detay, Information Department, CEFIGRE
Sophia Antipolis, B.P. 13, F-06560 Valbonne Cedex 1, France. Tel: (33) 93 65 4900, Tlx: 461311 fv, Fax: (33) 93 65 44 02

Ms. Eirah Gorre-Dale, Programme Officer, Information, IRC International Water and Sanitation Centre
P.O. Box 93190, 2509 AD The Hague, The Netherlands. Tel: 070 814 911, Tlx: 33296 IRC NL, Fax: 070-814034

Mr. Nicholas Greenacre, Head, Regional Network Centre for Water & Waste Management (EA)
Environmental Health Unit/ Division of Community Health, AMREF, P.O. Box 30125, Nairobi, Kenya. Tel: (2) 501 301 Ext. 135, 127, 128, Tlx: 23254 AMREF KE, Fax: Nairobi, 506112

Mr. Ingo Guhr, Community Participation and Training Officer, GTZ
P.O. Box 5180, 6236 Eschborn 1, West Germany. Tel: (0) 6196 79 1270, Tlx: 407501-0 GTZ D, Fax: (0) 6196 79 1115

Mr. Craig Hafner, Deputy Director, WASH Project/USAID
1611 N. Kent Street, Room 1001, Arlington, VA. 22046, USA. Tel: (703) 243-8200, Telex: WUI 64552, Fax: (703) 525-9137

Mr. Han Heijnen, Sr. Technical Advisor, Sarvodaya Rural Technical Services, Moratuna, Sri Lanka,
c/o IRC International Water and Sanitation Centre, P.O. Box 93190, 2509 AD The Hague, The Netherlands. Tel: 070 814 911, Tlx: 33296 IRC NL, Fax: 070-814034

Mr Jim Howard, Technical Unit, OXFAM
274 Banbury Road, Oxford, OX2 7DZ, United Kingdom; Tel: (865) 56777; Tlx: 83610 OXFAM

Mr. Dick de Jong, Public Information Officer, IRC International Water and Sanitation Centre
P.O. Box 93190, 2509 AD The Hague, The Netherlands. Tel: 070 814 911, Tlx: 33296 IRC NL, Fax: 070-814034

Mr. David Kinley, Information Advisor, Division of Information, United Nations Development Programme
UNDP, 1 UN Plaza, Room 1904, New York N.Y. 10017, USA. Tel: (212) 906 5319, Tlx: 6220 6049 ESL UD, Fax: (212) 906 5364

Mr. J.P. Mounier, Directeur Général, CEFIGRE
Sophia Antipolis, B.P. 13, F-06561 Valbonne Cedex 1, France. Tel: (33) 93 65 4900, Tlx: 461311 fv, Fax: (33) 93 65 44 02

Mr. Washington N. Mutayoba, Principal, Rwegarulila Water Resources Institute
Box 35059, Dar-es-Salaam, Tanzania. Tel: 483145, Tlx: 41777 MAJI TZ

Ms. Janet Nelson, Information Officer, Information and Development Education, UNICEF
Palais des Nations, 1211 Geneva 10, Switzerland. Tel: 798-58-50,

Mr. Paul Nieuwenhuysen, Librarian, University Library, Vrije Universiteit Brussel
Pleinlaan 2, B-1050 Brussel, Belgium. Tel: (0)2 641 24 36 (secretary 641 2609)

Dr. Mariyawanda Nzuwah, Permanent Secretary, Ministry of Local Government, Rural and Urban Development, Government of the Republic of Zimbabwe
Private Bag 7706, Causeway, Harare, Zimbabwe. Tel: 723479, Tlx: 22179 IGRU ZWV

Ms. Dunja Pastizzi-Ferencic, Executive Direction & Management, INSTRAW
Apartado Postal 21747, Santo Domingo, Dominican Republic. Tel: 09-809-685-2111/17, Tlx: (326) 4280 WRASD,
Fax: 685-2111 (Ext.24)

Mr. Datta Tray Roy, Assistant Information Officer, Communication Section, UNICEF
P.O. Box 1187, Kathmandu, Nepal. Tel: 523200 Ext. 348, Tlx: 2206 UNDP NP

Mr. Jongchana Sitalaphruk, Director of Training Centre, Provincial Waterworks Authority (PWA)
72 Jangwatana 1 Road, Laksi Bangkok, Bangkok 10210, Thailand. Tel: 521-3757, Tlx: 72080 pwwa th

Mr. Soeratmo Notodipoero, Secretary, Directorate General Human Settlements
Ministry of Public Works Rd Patah I no.1, Jakarta, Indonesia. Tel: 717692, Fax: 09-62-21-716123

Mr. Tatag Wiranto, Head of Section, Long term and Mid term, Planning, Directorate for Programme Development, Directorate General of Human Settlements
Ministry of Public Works, Government of Indonesia, Jl. Raden Patah I/T Kebayoran Baru, Jakarta, Indonesia. Tel: (021) 770460, Fax: 09-62-21-716123

Mr. H. Arthur Vespry, Director, ENSIC, Library and Region Documentation Centre, Asian Institute of Technology
AIT, P.O. Box 2754, Bangkok 10501, Thailand. Tel: (662) 529-0100-13, Tlx: 84276 TH, Fax: (66-2) 529-0374

OBSERVERS

Prof. G.J. Alaerts, International Institute for Hydraulic and Environmental Engineering
Postbus 3015, 2601 DA Delft, The Netherlands. Tel: 31-15-783465, Tlx: 38099 IHE NL, Fax: 31-15-122921

Mr. Henk van Schaik, DIS Sector Advisor, Sector Programmes and Technical Advice, Ministry of Foreign Affairs
P.O. Box 20061, 2500 EB The Hague, The Netherlands. Tel: 31 70-485 751, Tlx: 31326, Fax: (0031) 70 48 48 48

ANNEX 3 PROPOSAL FOR COUNTRY SECTOR DIRECTORIES

As a result of the discussions which concentrate on the needs at country level and the constraints involved, the Group suggests that COUNTRY SECTOR DIRECTORIES be produced.

The information in the Directories, divided into some 15 different headings, would be presented in an attractive binder, carrying the name of the country and agency responsible for its production. The Directories would be operated as a loose-leaf system, with the possibility of updating information under separate headings individually.

The outline of the Directory headings includes the following:

- Basic Indicators

- Sector Statistics

- Sector Targets and Coverage

- Planning

 - Sector Digest

 - National Agencies

 - Training Centres

 - Research Centres

 - Documentation and Information Centres

 - National Consultants

 - National NGOs

 - National Producers/Suppliers

 - ESA Representations in Countries

 - Sources of Further Information

 - A Set of Project Listings

An example follows:

TWG, 7 February 1989

COUNTRY SECTOR DIRECTORY

NB: "X" ONLY INDICATES NUMMERICAL POSITION WITHOUT VALUE.

Country.....

SUMMARY		REMARKS
1. <u>Basic Indicators</u>	(year)	Indicate latest available year; if figures represent different years indicate after each entry.
Population: Total XX.XX M; Rural XX %		M's - 2 decimal places; % - no decimals
Growth Rate: X.X - X.X %		1 decimal place; either one value OR a value span as indicated.
GNP per capita: US\$ XXX		
Infant Mortality: XX/per 1000 births (under 1)		
Infant Mortality: XX/per 1000 births (under 5)		
Life Expectancy at birth: Total/Male/Female XX/XX/XX		No decimal places
Adult Literacy (over 15): Total/Male/Female XX/XX/XX		No decimal places.
Currency: = US\$ 1		Give ISO currency code in brackets after currency.
Inflation: (19..-19..): XX.X %		1 decimal; give year OR preferably average of last three years.
Area: XXX,XXX		Km ²

2. Sector Statistics (year)

Water Resources:

Geological and hydrological data (rainfall charts)

Water Related Diseases:

Incidence of waterborne XXXX diseases (per 100,000 population).

% of intestinal and diarrhoeal diseases of out-patient mortality; the year, if available, could be added.

Water Consumption Per Capita/Day:

Urban XXX litres
Rural XX - XX litres

No decimal places; one value or a span of values as indicated.

Figures Used In Project Design: (per capita/day)

Urban XX - XX litres
Rural XX - XX litres

"

Construction Costs Per Capita:

House Connections US\$ XX
Sewer Connections US\$ XX
Urban Latrines US\$ XX
Rural Water Supply US\$ XX
Rural Sanitation US\$ XX

N.A. if not available.

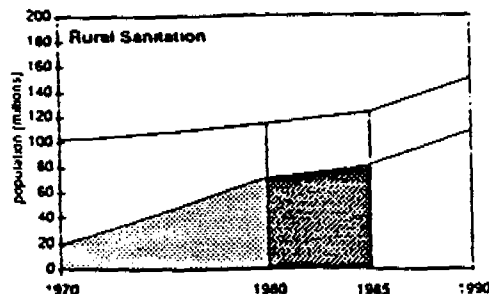
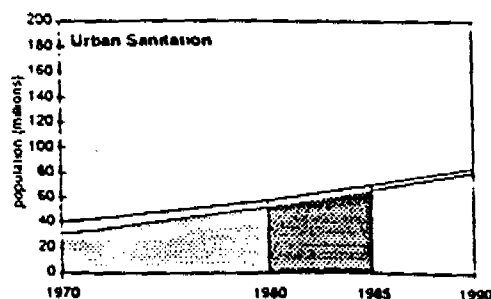
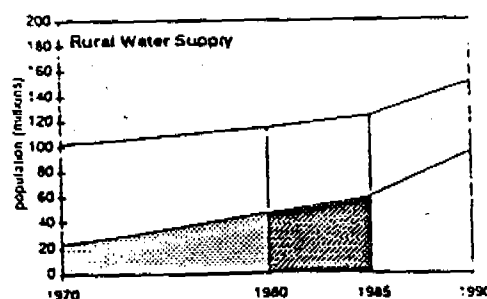
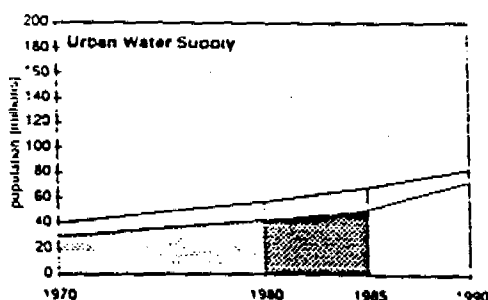
Water Tariffs:

Average Tariff US\$ X.XX/m³
Production Cost US\$ X.XX/m³

Regional Variations in sector

e.g. low land vs high land; description of characteristics and statistics.

3. Targets and Coverage



Population with adequate services 1970-1980
Population without adequate services

1980-1985 1985-1990 targets

4. Planning

National Plan - duration X years
Current Plan - ends year 19..

Total Investment Budget for Plan:
Period US\$ XXX M
of which External Funds US\$ XX M
Exchange Rate = US\$ 1

Total Sector Investment for Plan: 1 decimal place
Period US\$ XX.X M
of which External Funds US\$ X.X M

Total Investment for Community Water Supply and Sanitation as % of Total Investment During Plan Period: X.XX % 2 decimal places. This information may not always be available or meaningful.

IDWSSD Plan year
1990 Targets Urban Water
(1000 inhabitants) Rural Water
 Urban Sanitation
 Rural Sanitation

Sector Plan Beyond the Decade:
2000 Targets Urban Water
 Rural Water
 Urban Sanitation
 Rural Sanitation

National Action Committee:
exist - purely advisory function;
- authority to establish prog.'s Indicate one of options.
and communal resources.
does not exist.

5a. Sector Digest (600 words)

Socio-cultural digest describing characteristics of country. This will include successful and innovative approaches and stating constraints in implementation. Also highlighting programmes for community participation, women's involvement, health and hygiene education.

Evaluation of sector development:

- a) Institutional development;
- b) Manpower development; and
- c) Information exchange and technology.

- b. Review of ESA activities in Country. 600 word summary provided by ESA of involvement in sector experiences of project operations, constraints and evaluation; to be compiled locally by representation; could use CESI listing as departure point; if bulky, should be put as Annex.

6. National Agencies

Agencies concerned with sector (using acronym):

A _____
 B _____
 C _____
 D _____
 E _____
 F _____
 G _____
 H _____
 I _____
 J _____

FUNCTION	AGENCY										
	A	B	C	D	E	F	G	H	I	J	
Overall Planning											
Loan Negotiations											
Groundwater Exploration											
Water Quality Control											
Urban Water	Planning & Design										
	Construction										
	Supervision of Construction										
	Operation & Maintenance										
Rural Water	Planning & Design										
	Construction										
	Operation & Maintenance										
Urban Sanitation	Planning & Design										
	Construction										
	Supervision of Construction										
Rural Sanitation	Operation & Maintenance										
	Planning & Design										
	Construction										
	Inspection										

7. Training Centres

Name and function; type of curriculum; address; training available.

8. Documentation and Information Centres

Name and function; address; type of documentation and information services (includes libraries).

9. Research Centres

Name, function and address.

10. National Consultants

A list of national consultants, their field of speciality and address.

11. National NGOs

Name, function purpose and address.

12. ESA Representatives in Country

- Addresses;
- The complete intercountry procedure for handling external support applications, routing etc., for loans, grants and other support activities;
- Profiles of different ESAs including information on how to apply, ESA strategies for funding, types of assistance, countries and projects eligible, priorities for cooperation, terms of grants, financing, procedures, evaluations and lessons learned;

These could be added as an Annex (departure point: Catalogue of External Support).

13. National Producers/Suppliers

(This could be extended at a later stage into a shopping directory).

14. Sources of Further Information

- Publication;
- Reports;
- Evaluations;
- Studies;
- IDWSSW DC Meetings;
- Demographic Information, Maps, etc.;
- Recommended reading on the Country;
- Socio-Cultural Information.

COUNTRY SECTOR DIRECTORY

S U M M A R Y

Status	ESA	Title	I.D. No.	Type	Umbrella	Gov. Agency	US\$ Gov.	US\$ ESA	US\$ Total
Proposed	Gov. Req. ESA . . .	(first 30 characters OR... buffer for format.)		1 2 3 4 5	X	(first 30 characters OR... buffer for format.)			
Ongoing	ESA . . .								
Completed	ESA . . .			1=Planning 2=HRD 3=Research 4=Implementation 5=Emergency					
Discont'd	ESA . . .								
T									
F	11	30-120	8	1	1	30-120	10(num)	10(num)	10(num)

KEY: T = No. of Characters for Title.
 F = No. of Characters for Field.
 (num) = Numeric Characters.

Remarks:

SORTED ON: 1) Status; 2) ESA; 3) I.D. year; 4) I.D. No.

TWG on Communication of Information, Geneva, 6-8 February 1989
Suggested Presentation Format for Projects

OVERVIEW 1: P L A N N I N G

ESA	Title	I.D. No.	Gov.Agency	Phase	Status	Subsector	Main Feature	Completion Date
Gov.Req. ESA	(first 60 characters or more)		(first 6)	1-9	P O C D	RW=Rural Water RS=Rural Sanit. UW=Urban Water US=Urban Sanit. SS=Sector Supp. CR CU CW CS CC	SCM=Meetings PLN=Planning STU=Study EVL=Evaluation PPR=Proj.Preparation	eg: DEC 91
T								
F	11	60-120	8	6	1	1	2	3

KEY: T = No. of Characters for Title.
F = No. of Characters for Field.
(num) = Numeric Characters.

Observations:- Gov.Agency field to start with given acronym, all records to be corrected;
- Main Feature code to be reviewed.

SORTED ON: 1) Status; 2) ESA; 3) I.D. year; 4) I.D. No.

Remarks:

TWG on Communication of Information, Geneva, 6-8 February 1989
Suggested Presentation Format for Projects

OVERVIEW 2: H R D

ESA	Title	I.D. No.	Gov. Agency	Status	Main Feature	Total Trained	Type of Training			Completion Date	
							Flship	Sem.	Other		
Gov. Req. ESA . . .	(first 60 characters or more)		(first 6)	P O C D	TRN=Training SEM=Seminar		X	X	X	eg: NOV 93	
T F	11	60-120	8	6	1	3	6(num)	1	1	1	5

KEY: T = No. of Characters for Title.
 F = No. of Characters for Field.
 (num) = Numeric Characters.

Observations: - Main feature code to be reviewed.

SORTED ON: 1) Status; 2) ESA; 3) I.D. year; 4) I.D. No.

Remarks:

TWG on Communication of Information, Geneva, 6-8 February 1989
Suggested Presentation Format for Projects

OVERVIEW 3: R E S E A R C H

ESA	Title	I.D. No.	Gov. Agency	Status	Main Feature	Completion Date
Gov. Req. ESA . . .	(first 60 characters or more)		(first 6)	P O C D	RES=Research TST=Pilot/ Demonstration Project	eg: JAN 91
T						
F	11	60-120	8	6	1	3

KEY: T = No. of Characters for Title.
 F = No. of Characters for Field.
 (num) = Numeric Characters.

Observations:- Main feature code to be reviewed.

SORTED ON: 1) Status; 2) ESA; 3) I.D. year; 4) I.D. No.

Remarks:

TWG on Communication of Information, Geneva, 6-8 February 1989
Suggested Presentation Format for Projects

OVERVIEW 4: IMPLEMENTATION

ESA	Title and Location	I.D. No.	Gov. Agency	Phase	Status	Subsector	Main Feature	Completion Date	No. People Served
Gov. Req. ESA	←60→ ←+60→		(first 6)	1-9	P O C D	RW=Rural Water RS=Rural Sanit. UW=Urban Water US=Urban Sanit. SS=Sector Supp. CR CU CW CS CC } Combined	EXP=Experts EQU=Equipment VOL=Voluntary Service OTH=Other + Blanks	eg: FEB 89	
T									
F	11	120	8	6	1	1	2	3	5
									8(num)

KEY: T = No. of Characters for Title.
 F = No. of Characters for Field.
 (num) = Numeric Characters.

Observations:- Main feature code to be reviewed.

SORTED ON: 1) Status; 2) ESA; 3) I.D. year; 4) I.D. No.

Remarks:

TWG on Communication of Information, Geneva, 6-8 February 1989
Suggested Presentation Format for Projects

OVERVIEW 5: E M E R G E N C Y O P E R A T I O N (Main Feature EME)

ESA	Title	I.D. No.	Gov.Agency	Status	Impl.Agency	No. People Served
Gov.Req. ESA	(first 60 characters or more)		(first 6)	P O C D		
T						
F	11	60-120	8	6	1	11+27
						8(num)

KEY: T = No. of Characters for Title.
 F = No. of Characters for Field.
 (num) = Numeric Characters.

SORTED ON: 1) Status; 2) ESA; 3) I.D. year; 4) I.D. No.

Remarks:

Proposed Pilot Project

The compilation of Directories in a large number of countries would constitute a sizeable effort in terms of funds and work. It would be impossible at this point in time to predict what such activity would entail in terms of difficulties in registering and coordinating information in countries which basically have different information systems already in operation. Therefore, it would only be possible to give advice to governments and to promote such an approach after experience has been gained through a pilot project.

Pilot projects could be set up this year in a limited number of countries (3-4) to compile and work out at country level a corresponding number of Directories. The experience gained from producing these could be discussed with other interested governments after the pilot phase, as well as demonstrating the content of the ready Directories.

The countries participating in the pilot phase should vary in terms of level of information systems development and represent different language areas. Special attention will have to be given to the selection of the Directories. It could be possible for a parastatal organization, E.g. University, to fulfil this role to provide continuity, quality of operation and reduce any political partiality.

It is suggested that the Directory be updated on a yearly basis, as an average. However, since a loose leaf system is used, updates of individual headings can be included when made available. The content under each heading will have to be processed locally on available word-processing equipment and copied, whilst the covers and the standard dividers would be produced externally for the pilot project.

The pilot project would include support for training and institution building on information gathering, analysis and presentation of data. It will be composed of:

- a) An introductory seminar to start the process of compiling the Directory;
- b) Short-term or long-term institutional support through consultants or TA personnel with expertise in database handling to strengthen the agency responsible for coordination;
- c) Training courses for personnel from different national agencies involved in the compilation and evaluation of the information;
- d) Provision of fellowships to study database handling outside of the country; and
- e) Short-term services of systems analysts/programmers for modification and addition to existing database systems.

In the institutional strengthening there will also be the need to provide basic low-cost microcomputer equipment.

Constraints on the proposed pilot project

The Group identified a number of constraints which will impede or slow down the operation of the pilot project (see part 5 of the PSI report in Volume 2). As the project advances, the different constraint areas will have to be studied to find the most suitable solutions to overcome the difficulties in implementation. An example follows.

CESI Sector Profile for Costa Rica

Demographic indicators (1986 unless noted)

Population:	2.54 million (40% rural)
Growth Index:	2.2%
GNP per capita:	\$1,300
Life Expectancy:	74 years
Infant Mortality:	18.6/1000
Waterborne disease:	8/100,000
Adult literacy (M/F):	94/93
Inflation (1973-84):	24.1%

Sector statistics (1985)

Water consumption per capita:	
Urban	200 litres
Rural	100-125 litres

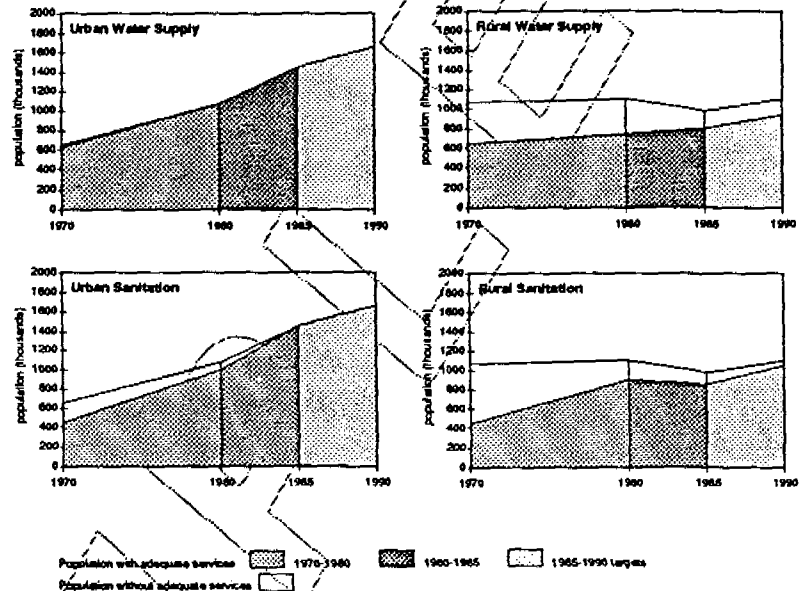
Construction costs per capita:	
House connections:	\$94
Sewer connections:	\$106
Urban latrines:	\$23.5
Rural water supply:	\$65
Rural sanitation:	N/A

Water tariffs:	
Average tariff:	\$0.07/m ³
Production costs:	\$0.17/m ³

WSS spending 1981-85	
Total investment:	\$66 million
External:	28%
Target 1981-90:	\$217 million

Planning periods

National Plan:	4 years (1985?)
Potable Water:	From 1982
Health:	1981-86
National Action Committee:	Not known
IDWSSD Plan:	Targets only



Sector Digest

The Republic of Costa Rica is in Central America, between Nicaragua and Panama. The country has a land area of 50,909 km² and has access to both Atlantic and Pacific Oceans. A high dorsal mountain chain extends for 500km from one border to another. There are three different climatic zones: the tropical Lower Atlantic; the temperate Central Plains with altitudes between 1000m and 2000m; and the variable Pacific Belt. Rainfall varies, with a maximum of 1500mm a year in the Pacific region and 3400mm in the Atlantic zone. Some mountain areas have recorded up to 8000mm a year. There are 34 river basins. The major river, the Rio Grande de Terraba is 160km long and has a 5,077km² catchment area. Surface and groundwater resources are abundant, but surface water is often polluted by industrial, agricultural and domestic waste.

Water Supply and Sanitation development has been limited by the low capacity of institutions and entities to absorb and handle funds. Municipalities in particular do not have adequate administrative systems. There is a need for greater planning coordination among the agencies with water supply and sanitation interests. The country also needs a continuous and systematic data collection, analysis and retrieval programme to give a firm basis for sector planning. There is no water quality control and surveillance by the Ministry of Health and no control of systems under municipal administration.

The main sector agency Aya (Instituto Costarricense de Acueductos y Alcantarillado) has established a pricing policy aimed at achieving financial autonomy and equitable distribution of costs, but rates are not able to support the imminent burden of debt servicing. An improved rate of return will be needed to finance sector development from 1986 to 1990.

CESI Sector Profile for Costa Rica

Page 2

NATIONAL AGENCIES

Costa Rican Institute for Water Supply & Sewerage Systems (Instituto Costarricense de Acueductos y Alcantarillado — AyA)
Apartado 5120, San José. Telex: 2427

Office of National Planning & Economic Policy (Oficina de Planificación Nacional y Política Económica — OFIPLAN)
C14 Aus 3&5 Edif Alfa, San José. Telex: 2962

Instituto de Fomento y Asesoría Municipal (IFAM)
Apartado 10-187, San José

Ministerio de Salud Pública
San José

Servicios Nacional de Aguas Subterráneas
San José

Ministry of Health (MS)
San José

Servicio Nacional de Electricidad (SNE)
Apartado 936, San José

Heredia Public Service Company
Handles drinking water supply in Heredia Municipalities & Committees for Community Development

UN AGENCY REPRESENTATIVES

UNDP Resident Representative
Apartado Postal 4549, San José

WHO Representative
OPS/OMS, Apartado 3745, San José

UNICEF Representative
To be added

EXTERNAL SUPPORT AGENCIES

Inter-American Development Bank
To be added

THIS SECTION TO
BE COMPLETED FROM
INFORMATION PROVIDED BY
ESAs

SOURCES OF MORE INFORMATION

An IDWSSD Decade Consultative Meeting was held in October 1986 in Guatemala, covering six Central American States. It was organized by PAHO and supported by GTZ. A report is available from WHO/EHE/CWS, Geneva.

Demographic information can be obtained from the National Statistics Bureau and Censuses of the Ministry of Economy, Industry and Trade.

Socioeconomic indicators are available from the Central Bank of Costa Rica. Reliable information exists on the legal framework and on urban drinking water. There is acceptable information on urban sanitation, but not for rural areas.

TRAINING AND DOCUMENTATION CENTRES

NO INFORMATION YET AVAILABLE

This report is comprised of three separate volumes:

Volume 1: Recommendations

Volume 2: Analysis of Information Issues

Volume 3: Annexes