

**Ministry of
Water Resources and Irrigation**

**US Agency
for International Development**



**LIFE Integrated Water Resources Management
Task Order No. 802
EPIQ II: Contract No. EPP-I-802-03-00013-00**

Quarterly Report
(October - December 2004)
Report No. 2

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International Resources Group

**In association with
Academy for Educational Development (AED)
Development Alternatives, Inc. (DAI)
ECODIT
Environmental Quality International (EQI)
Montgomery Watson Harza (MWH)
Training Resources Group, Inc. (TRG)**

**QUARTERLY REPORT
(OCTOBER - DECEMBER 2004)**

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I. SUMMARY

International Resource Group (IRG) under the USAID/Egypt funded Livelihood and Income from the Environment (LIFE) Integrated Water Resources Management Project (Contract No. EPP-I-802-03-00013-00 Task Order 802) is responsible for assisting the Government of Egypt (GOE) to promote integrated water resources management. The period of performance is October 1, 2004-September 30, 2008.

The purpose of this report is to present the status and performance of LIFE/IWRM for Year 1 (2004/2005) 1st Quarter covering the period from October – December 2004. The quarterly report has the following content: summary of project activities and accomplishments for this quarter, planned activities for the following quarter, problems, and issues, staff level of effort, status of finance and expenditures, and list of reports.

A summary of important activities and accomplishments for the reporting period included:

- Consultant LTTA and STTA staff were mobilized
- Main Project Office was established at MWRI Imbaba, Cairo.
- Regional offices were established and are fully operational in Zagazig and Qena. MWRI has provided rent free space for these offices and assigned an engineer to assist each of the regional advisors.
- PO was signed with IWMU to provide support funding for 1 year through September 2005.
- H.E. Minister, MWRI, signed a decree naming representatives for the MWRI Steering Committee. Eng. Gamil Mahmoud has been assigned as the Chairman.
- H.E. Minister, MWRI granted a decree authorizing the formation of Integrated Water Management Districts (IWMD) in the four target Directorates.
- A two day mobilization planning retreat was held on 3-4 November in Mirage City, Cairo where the TA team presented their proposed approaches for implementation of the seven key project tasks. Representatives from the LIFE IWRM IRG TA team, USAID (Dick Edwards, Eng. Waffa Faltaous, and Inas Tawadrous), and MWRI Integrated Water Management Unit (IWMU) attended.
- A project orientation coordination meeting for the Undersecretaries and General Directors from the four target Directorates of Aswan, Qena, Zifta and West Sharkaiya was held on 18 November in Cairo. Participants included the MWRI Undersecretaries and General Directors, USAID (Eng. Waffa Faltaous), LIFE IWRM TA team, and IWMU.
- The TA team finalized their start-up and work plan preparation activities.
- A workshop to present the Annual Work Plan was held at Ain Soukhna on 17-18 December. Dr. Mahmoud Abou Zeid, H.E. Minister, MWRI; USAID project management staff (Dr. Ross Hagan, Eng. Wafaa Faltaous, and Ms. Inas Tawadrous); Steering Committee members; Undersecretaries and General Directors from the 4 target Directorates; IWMU staff; and LIFE IWRM TA team attended.
- An MWRI Steering Committee Meeting was held in Ain Soukhna on 17-18 December 2004. Minutes were submitted to HE Minister, MWRI. He approved the minutes and the work plan.
- The Annual Work Plan, Life of Project Procurement Plan, and Annual Training Plan were completed and submitted to USAID for review and comment.

- MWRI has agreed to combine several Districts in Qena Directorate and would like to add two new Districts in Aswan Directorate. This will result in a total of 27 IWMDs under the project including the 4 IWMDs already established.
- LIFE IWRM staff attended USAID TraiNet training held at USAID.
- In support of the task on Environmental Services for Improving Water Quality Management, the LIFE IWRM team made several visits to Zifta Directorate to investigate MWRI's suggestion that the initial pilot be established in South Zifta District.
- Several meetings were held with EEAA to discuss the Waste Water Reuse Demonstration activity. An initial assessment was carried out by Life IWRM recommending that the Demonstration site be located at Luxor. Now that the new Waste Water Reuse Code has been signed, EEAA would like to begin planning and implementation for the activity.
- A bilingual LIFE IWRM project pamphlet was prepared.

II. ACCOMPLISHMENTS DURING THE REPORT PERIOD

Task 1: Formation of Integrated Water Management Districts

Eric Viala (LLTA, Expat Water Resources Management Specialist) is coordinator for this task. Eng. Nabil Fawzi (LTTA, Local Water Resources Management Specialist) is assigned as Regional advisor for Upper Egypt. He is supported by Eng. Yehia Youssef (IWMU). Eng. Maher Khodary (LTTA, Water Resources Management Specialist) is assigned as Regional Advisor for Lower Egypt. He is supported by Eng. Mohamed El Hamrawy (IWMU). Eng. Sarawat Fahmy (Local Senior Technical Advisor) is providing STTA. Activities carried out during the report period by LIFE IWRM team included:

- Preparation of first year Workplan, contribution to the Workplan presentation Workshop on Dec 17-19.
- Planning of training activities for establishment of IWMDs in four target directorates.
- Establishment of two project regional offices within MWRI premises, one in Zagazig (Lower Egypt) and one in Qena (Upper Egypt). Negotiations with MWRI to obtain room and offices space, refurbishing, procurement of furniture and of computers. Hiring of local administrative staff.
- Two MWRI engineers were assigned to IWMU, Eng. Mohamed El Hamrawy (Lower Egypt) and Eng. Yehia Youssef (Upper Egypt) assist the Project regional advisors.
- Awareness meetings with MWRI managing staff within the four target directorates (Undersecretaries and General Directors).
- Orientation meetings for MWRI engineers regarding project objectives and activities
- Definition of number and boundaries of IWMDs to be established in each of the four target directorates (four draft decrees prepared, presently reviewed by MWRI).
- Assistance to the identification and assignment of the IWMD directors and managing staff (engineers).
- Revision and updating of the IWMD model organigram, preparation of corresponding guidelines.
- Identification and allocation of facilities for IWMDs (ongoing).
- Workplan, training plan and procurement plan prepared

Task 2: Formation of Branch Canal Water Users' Associations

Eric Viala (LLTA, Expat Water Resources Management Specialist) is coordinating this task with assistance from Eng. Moamen Mohamed Said El Sharkawy (IWMU) and Eng. Amira Abdel Hady (IWMU). Eng. Essam Barakat (MWRI) is providing local STTA support. Dr Steve Romanoff (DAI) provided short-term input for the work plan preparation phase. Activities carried out during the report period by LIFE IWRM team included:

- Preparation of first year Workplan, contribution to the Workplan presentation Workshop on Dec 17-19.
- Mobilization and reorganization of local IAS managing staff in both Lower and Upper Egypt.
- Planning of training activities for establishment of BCWUAs in four target directorates (eight districts selected for first year implementation).
- Updating of training courses and material for BCWUA establishment (ongoing).

- Planning of training activities for strengthening of BCWUAs in the four existing pilot IWMDs.
- Preparation of training courses and material for BCWUA strengthening (ongoing).
- Identification and assignment of IAS staff within eight districts to be tackled on first year (ongoing).
- Awareness meetings with MWRI managing staff within the four target directorates (Undersecretaries and General Directors).

Task 3: Equitable Allocation of Water Resources

Eric Viala (LLTA, Expat Water Resources Management Specialist) is coordinator for this task with assistance from Dr. Ragab Ali Abdel Azim (MWRI), Eng. Alaa Abbas (IWMU), and Eng. Hisham Shehab (IWMU). Dr Tom Sheng (IRG) provided short-term input for the work plan preparation phase. Activities carried out during the report period by LIFE IWRM team included:

- Preparation of first year Workplan, contribution to the Workplan presentation Workshop on Dec 17-19.
- Planning of water management training activities for strengthening of IWMDs in four target directorates.
- Updating of training courses and material for improved water monitoring and distribution at district-level (ongoing).
- Assessment of water monitoring.
- Awareness meetings with MWRI managing staff within the four target directorates (Undersecretaries and General Directors).

Task 4: Improved Maintenance and Upgrading of Water Management Equipment

Ms. Cheryl Groff (AED), Sr. Education, Communication, and Public Awareness & Participation Specialist, is coordinator for this task. It is anticipated that Dr. Hassan Abou Bakr will be approved to provide STTA support during the second quarter. Activities carried out during the report period by LIFE IWRM team included:

- Presentation of Task 4 during project implementation meetings held in Cairo 2-3 November.
- Meetings with COP, IWMU Director, USAID and other Task managers to discuss and define Task #4 objectives and priorities.
- Preparation of Task 4 work plan.
- Presentation of Task 4 in the work plan workshop held in Ain Soukhna 17-18 December.
- Draft Terms of Reference for Task #4 STTA, Dr. Hassan Abou Bakr.

Task 5: Environmental Services for Improving Water Quality Management

Dr. Mostafa Saleh (EQI), Senior Environmental Specialist, is coordinating this task for LIFE IWRM. Eng. Mohamed Hamed (IWMU) is coordinating this task for IWMU. Activities carried out during the report period by LIFE IWRM team included:

- Prepared a work plan for Task #5 for implementing pilot project.

- Establishment of cooperative linkage with key players.
- Decision made to carrying out a single pilot on a branch canal in S. Zifta District, Zifta Directorate.
- Several meetings and field trips were conducted to S. Zifta IWMD.
- Several branch canals were identified for consideration as pilot.
- Collection and review of secondary data started.
- Collection and review of field data started.
- Presented the Task #5 Work Plan at the work plan workshop in Ain Soukhna, 17-18 December.

Task 6: Improved Wastewater Reuse Practices

Dr. Wadie Fahim Mankarious (IRG), STTA Technical Advisor, is local coordinator for this task. Eng. Karim El-Jisr (ECODIT) is providing expat STTA support. Joseph Karam (ECODIT) also provided short-term input for the work plan preparation phase. Activities carried out during the report period by LIFE IWRM team included:

- Prepared site selection criteria.
- Agreed on crop selection criteria.
- Obtained (unofficially) excerpts of the draft water reuse code prepared by the Ministry of Housing in Egypt and reviewed the section pertaining to water reuse crops
- Identified and investigated several candidate sites in Luxor.
- Prepared a detailed work plan for Task #6 on water reuse.
- Presented the work plan on PowerPoint at EEAA on December 6, 2004 and received comments and feedback from EEAA and USAID.
- Presented the Task #6 Work Plan at the work plan workshop in Ain Soukhna, 17-18 December.

Task 7: Graduate Degree Training

Dr. Ibrahim Ellassiouti (LLTA, Integrated Water Management Consultant) is coordinator for this task. Dr. Wadie Fahim Mankarious is providing STTA support. Activities carried out during the report period by LIFE IWRM team included:

- Determination of MWRI Priorities.
- Reviewed training need assessment study carried out in June 2003.
- Met Senior MWRI personnel.
- Assistance in enrolling 18 training candidates in the English Language placement exam.
- Assistance in enrolling ten of the training candidates, who passed placement exam with level 5 & 4 and those who were absent, in Round 2 English Course.
- Preparation of Task 7 work plan.
- Presentation of Task 7 in the work plan workshop held in Ain Soukhna 17-18 December.

Monitoring and Evaluation

Dr. Ibrahim Ellassiouti (LLTA, Integrated Water Management Consultant) is coordinator for this component. Eng. Alaa Abbas (IWMU) is providing Local STTA support. Dr. Mark

Svendsen (DAI) is providing Expatriate STTA support. Activities carried out during the report period by LIFE IWRM team included:

- Reviewed the applicable USAID SO results statement.
- Identified new and/or refined existing and illustrative indicators to measure results.
- Proposed draft set of indicators and performance targets for years 1, 2, 3, and 4 of the contract with clear responsibilities delineated for data collection against targets and reporting mechanisms.
- Base line survey review initiated.

Education, Communication, Public Awareness and Participation

Ms. Cheryl Groff (AED), Sr. Education, Communication, Public Awareness & Participation Specialist is coordinator for this task. Dr. Wadie Fahim Mankarious is providing STTA support. Activities carried out during the report period by LIFE IWRM team included:

- Participation in Task 1-3, as well as Task 5 & 6 work plan meetings and preparation.
- Determined opportunities and priorities for communication, public awareness and participation activities and materials to support these Tasks.
- Project logo and designs for basic office supply package (i.e. stationery, envelopes, and business cards) to promote project identity.
- Photo archive of existing project images and encouraged use in various applications.
- Project brochure in English & Arabic prepared.
- Designed and produced materials (banner & brochure panels) to enhance Workplan Meeting.
- Prepared Terms of Reference for team leader of cross-cutting education, communication, public awareness, and participation.
- Prepared Terms of Reference for STTA Local Training/Institutional Development Specialist to support workshops and training activities within Tasks 1, 2, and 3.

Training

Dahlia Hamdy (LLTA, Training Coordinator) is coordinator for this component.

Activities carried out during the report period by LIFE IWRM team included:

- Attended USAID TraiNet training
- Prepared & organized the First Coordination Meeting for Integrated Water Management Directorate Undersecretaries and General Directors, which was held at MWRI Building - 1st Floor, Water Communication Unit on November 18th 2004 and was attended by 29 attendees.
- Prepared & organized the Annual Work Plan Workshop, which was held at Ain Soukhna on December 17-18, 2004 and was attended by 44 attendees.
- Completed the training plan for the (7) tasks of the project for the first year, submitted Annex I for the training in the work plan.

Training conducted during the reporting period is listed below:

	Event	Date	Venue	No. of Days	No. of Participants
1	Mobilization Planning Retreat Workshop	3-4 Nov.	Marriott Mirrage Hotel	2	30
2	1 st Coordination Meeting	18 Nov.	MWRI Building	1	29
3	Annual Work Plan Workshop	17-18 Dec.	Stella Di Mare Hotel Ain Soukhna	2	44

Procurement

On project start-up, staff identified emergency start-up commodity procurement needs which would enable the IWRM team to start up operation, focusing on project set-up, IT and training equipment for the central office in Cairo and the regional offices in Zagazig and Qena. The request was submitted to USAID on 2 November and approved on 9 November. The list is provided below.

By the end of December, this start-up procurement had been nearly completed, with offices in Cairo and Zagazig fully functional. Additional time was needed to identify office facilities in Qena but it was well on its way towards becoming operational.

The LOP (Life of Project) procurement plan was developed and submitted to USAID on 20 December. It consists of commodities in three major areas: (a) project set-up/equipment (including items earlier approved for emergency start-up); (b) commodities in support of Task 1, 2 and 3); and (c) commodities in support of performance requirements Tasks 4, 5 and 6. Detailed specifications were developed for items under the first area.

A list of the commodities procured during the report period is presented below:

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LIFE IWRMP Procurement Tracker															
Task	Item Description	Qty	Estimated Cost				Actual Cost				Vendor	Source	PO #	Trac #	Comments
			Per Unit in LE	Total Cost in LE	Unit Cost USD	Total Cost USD	Qty	Per Unit in LE	Total Cost in LE	Per Unit in US					
0	Cairo Office Set up		40,000.00	40,000.00								Local			In Progress
0	Regional Office Setup	2	30,000.00	60,000.00								Local			On going
	Zagazig furniture						16,840.45	16,840.45			Omar Effendi	Local	5		Delivered
	Zagazig Aircondition					1	4,590.00	4,590.00			Tarek Aly	Local	6		Delivered
0	Telephone System - Cairo Office	1	15,000.00	15,000.00			12,535.00	12,535.00			Signatron	Local	4		Delivered
0	Telephone System- regional Office	2	7,500.00	15,000.00								Local			Specifications under development
0	Fax- cairo Office	1	7,000.00	7,000.00								Local			Specifications under development
0	Fax- regional Office	2	3,000.00	6,000.00								Local			Specifications under development
0	Photocopier - Cairo Office	1	95,000.00	95,000.00								Local			Specifications under development
0	Photocopier - Regional Office	2	20,000.00	40,000.00								Local			Specifications under development
0	Cairo Office LAN	1	15,000.00	15,000.00			1	10,249.00	10,249.00			UNISYS	Local	2	Completed
0	Regional Office LAN	2	3,500.00	7,000.00								Local			Quotations requested
0	Desktop Computer (local)	9	11,000.00	99,000.00											Requisition Requests Under Development
	Desktop Computers						5	5,575.00	27,875.00			ABS	Local	8	Delivered
	Monitors 17" LG						5	2,950.00	14,750.00			UNISYS	Local	11	Delivered
	Microsoft Office 2003 PRO						7	1,900.00	13,300.00			UNISYS	Local	13	Delivered
	Microsoft Office 2003 PRO						6	1,900.00	11,400.00			UNISYS	Local	20	Delivered
	Norton Anti Virus 2005						4	375.00	1,500.00			UNISYS	Local	20	Delivered
	Microsoft Windows XP PRO						4	1,100.00	4,400.00			UNISYS	Local	20	Delivered
	Desktop Computers - Zagazig						2	4,500.00	9,000.00			Phenix	Local	14	Delivered
0	Desktop Computer (US)	8			1,500.00	12,000.00						US			Specifications under development
0	Uninterrupted Power Supply	17	1,350.00	22,950.00			11	1,250.00	13,750.00			ACS	Local	9	Delivered
0	Notebook Computer (Local)	4	14,500.00	58,000.00											Completed
	Notebook Computers- Cairo						2	12,250.00	24,500.00			UNISYS	Local	12	Delivered
	Notebook Computers- Regional Offices						2	12,350.00	24,700.00			UNISYS	Local	20	Delivered
0	Notebook Computer (US)	4			2,250.00	9,000.00						US			Specifications under development
0	Small Scanner	3	1,000.00	3,000.00											In Shipment
	Small Scanner- Cairo						1	690.00	690.00			ACS	Local	9	Delivered
	Small Scanner- Regional Office- Zagazig						1	275.00	275.00			Phenix	Local	14	Delivered
0	Document Scanner	1			2,500.00	2,500.00						US			Specifications under development
0	A3/A4 Network Printer	1	15,000.00	15,000.00			1	13,000.00	13,000.00			ACS	Local	9	Delivered
0	Desktop Network Printer	6	3,750.00	22,500.00											In Progress
	Cairo Office						4	3,350.00	13,400.00			Pharos	Local	10	Delivered
0	Stand Alone Printer	5	2,500.00	12,500.00											
	HP 1010 - Cairo						2	1,350.00	2,700.00			UNISYS	Local	3	Delivered
	HP 1300 - Cairo						1	1,830.00	1,830.00			UNISYS	Local	13	Delivered
	HP 1010 - Zagazig						1	1,035.00	1,035.00			Phenix	Local	14	Delivered
0	A0 Printer , regional Offices	2			3,500.00	7,000.00						US			Specifications under development
0	Color Ink Jet Printer	3	3,500.00	10,500.00			1	2,960.00	2,960.00			UNISYS	Local	15	Delivered
0	USB Flash Memory Stick	20			75.00	1,500.00	2	285.00	570.00			Local/US	14		In Progress
0	Exteranal Hard Drives	3	1,600.00	4,800.00								Local			Quotations Requested
0	Tape Backup Drive	1	5,000.00	5,000.00								Local			Quotations Requested
0	Overhead Projector	3	1,000.00	3,000.00								Local			Specifications under development
0	VCR	3	800.00	2,400.00								Local			Pending
0	Digital Video camera	1		0.00	1,500.00	1,500.00						US			Specifications under development
0	Data Projector	3		0.00	1,500.00	4,500.00						US			Specifications under development
0	Projector Screen	3	1,000.00	3,000.00								Local			Pending
0	Flip Chart Stand	6	350.00	2,100.00								Local			Pending
0	Digital Camera - Small	4			500.00	2,000.00						US			Specifications under development
0	Digital Camera - High Quality	1			1,250.00	1,250.00						US			Specifications under development
0	TV Monitor	3	3,600.00	10,800.00								Local			Specifications under development
0	Receiver	1	1,050.00	1,050.00								Local			Specifications under development
	Estimated Total for IWRM		303,000	575,600	14,575	41,250	113,139.45	225,849.45							

III. ACTIVITIES PLANNED FOR NEXT QUARTER

Task 1: Formation of Integrated Water Management Districts

The following activities are planned for the next quarter:

- Finalize establishment regional offices (internet wiring, etc.).
- Assistance to the signature of the IWMD “boundary” decrees.
- Assistance to the assignment of staff within each district.
- Finalization and approval by MWRI of IWMD model organigram.
- Updating of training material and implementation first training courses on IWMD organization for IWMD managing staff.
- Identification and allocation of facilities for IWMDs (ongoing).
- Definition of computer/equipment needs for IWMDs, initiation of procurement.

Task 2: Formation of Branch Canal Water Users’ Associations

The following activities are planned for the next quarter:

- Updating of training courses and material for BCWUA establishment (ongoing).
- Preparation of training courses and material for BCWUA strengthening (ongoing).
- Mobilization of district-level IAS staff within the eight districts to be tackled on first year.
- Finalization of logistical requirements and implementation of first set of BCWUA establishment training courses for district-level IAS staff.
- Assistance to the mobilization of farmers by the district-level IAS staff.

Task 3: Equitable Allocation of Water Resources

The following activities are planned for the next quarter:

- Updating of training courses and material for improved water management at district-level (ongoing).
- Identification and assignment of water monitoring and water distribution staff within IWMDs.
- Definition of computer/water monitoring equipment needs for IWMDs, initiation of procurement.

Task 4: Improved Maintenance and Upgrading of Water Management Equipment

The following activities are planned for the next quarter:

- Develop guidelines and conduct focus groups with BCWUA members from the target governorates.
- Review the JBIC survey of governorates' technical schools.

- Develop guidelines and conduct a qualitative rapid assessment of Agricultural and Industrial Vocational schools, as well as Technical Schools in each of the target governorates.
- Investigate training opportunities offered by alternative institutions.
- Analyze findings and determine what training is needed, what offerings are available through existing local institutions, and the quality or relevance of the training.
- Based on the results of the assessment, prepare an implementation plan for initiating cooperative training programs.
- Prepare report on findings.
- Present results of assessment to the USAID Technical Officers, MWRI officials Steering and other stakeholders.

Task 5: Environmental Services for Improving Water Quality Management

The following activities are planned for the next quarter:

- Select Pilot Branch Canal.
- Identify NGO.
- Complete collection and review of secondary data.
- Complete collection and review of field data.
- Revise Task #5 workplan to focus on Japanese grant proposal.
- Mobilize stakeholder and NGO participation on BC.
- Identify areas requiring intervention and plan of action.
- Complete all studies and design plans required to support Japanese Grant proposal.
- Submit Japanese Grant Proposal.

Task 6: Improved Wastewater Reuse Practices

The following activities are planned for the next quarter:

- Revise Task #6 workplan.
- Finalize approval of Luxor as the Project demo site.
- Setup Demo project office.
- Prepare Environmental Management Plan.
- Collect and analyze soil and water samples from the site establish a baseline assessment of the local environment.
- Finalize crop selection with EEAA and MALR.
- Prepare Irrigation and Crop Management Plan.

Task 7: Graduate Degree Training

The following activities are planned for the next quarter:

- Design Procedure for selection of trainee will continue.

- Assist in organizing selection panel.
- Assist in the selection of the trainees.
- Assist in the selection of training institutions in USA and Egypt.
- Assist US bound trainees.
- Assist MWRI staff who will attend USCID conference on “Water District Management and Governance” that will be held in San Diego, California during the period March 31-April 2, 2005.

Monitoring and Evaluation

The following activities are planned for the next quarter:

- Dr. Mark Svendsen, Exp. STTA will carry out an assignment to support M&E.
- Finalize the review of applicable USAID SO results statements, identifications of new and / or refinement of existing and illustrative indicators to measure results, collection of baseline data, and establishment of actual targets based on the collected baseline data.
- Consult with all relevant project partners to include MWRI, USAID, LIFE IWRM Personnel, related donor projects, EEAA and other stakeholders to finalize objectives and indicators for various task team activities.
- Finalize the M&E plan for the project to include indicators and performance targets for years 1, 2, 3, and 4 of the contract with clear responsibilities delineated for data collection against targets and reporting mechanisms.
- Evaluate availability of baseline data and initiate collection of baseline data which is not currently available.
- Prepare terms of reference for field survey work needed for baseline and routine data collection.

Education, Communication, Public Awareness and Participation

The following activities are planned for the next quarter:

- Print brochure and produce project supply package.
- Define mechanism with Dr. Hesham Ali Mustafa, Director of the Water Communication Unit and involve staff in cross-cutting and Task #4 activities.
- Review Task #1, #2 and #3 training modules.
- Identify and develop communication interventions or materials to support and enhance these training modules.
- Review IWRM video with MWRI Senior Management and revise if needed to ensure usage.
- Promote gathering benefits & success stories of IWRM and BCWUA begun by Eric Viala. Develop dissemination options.
- Work with Task #3 to develop and design web site.
- Initiate a public awareness campaign to promote Formation of BCWUA.
- Review existing or related campaigns/materials here and abroad.
- Develop a communication strategy.
- Develop an Action Plan.

- In step with progress, work with Task #5 to develop and initiate an appropriate public awareness & participation campaign
- In step with progress, work with Task #6 to develop and initiate appropriate materials.
- Extend communication support to all Task managers as needed to enhance stakeholder and public knowledge and participation.
- Encourage and assist with project efforts to coordinate and build partnerships with related initiatives.

Training

The following training courses are planned for the next quarter:

ID Code	Course Title	Task	Events	Date	Venue
1.1	District Establishment (IWMD Organization)	1	6	Mar 05	Each Directorate
2.1	Field Staff Orientation 1	2	4	Feb 05	Each Directorate
2.2	Field Staff Orientation 2	2	4	Mar05	Each Directorate
2.13	Conflict Management & Development of Internal Regulations	2	4	Mar05	Each Directorate

Procurement

Projected procurement activities for next quarter, January – March 2005, include the following activities:

- Complete remaining project office procurement for items approved in LOP Procurement Plan.
- Develop detailed specifications for commodities in support of Tasks 1, 2 and 3 for submission to USAID.
- Initiate procurement of Task 1, 2 and 3 commodities following USAID approval.
- Conduct in-house procurement review to ensure compliance with USAID and project procurement policies.

IV. PROBLEMS AND ISSUES

Task 1: Formation of Integrated Water Management Districts

The magnitude of the effort, as compared to the previous bridging and pilot activity, requires significantly more field assistance to the four target directorates. This need is being addressed through the activity of two senior Regional Advisors and the establishment of two Project Regional Offices within MWRI premises.

Task 2: Formation of Branch Canal Water Users' Associations

The effort for establishing about 1,000 BCWUAs is significant, as compared to the previous bridging and pilot activity. In order to address this, training courses are being synthesized and simplified.

Strengthening activities have to be defined. There was no strengthening under previous Project efforts. Experiences from other projects exist within MWRI and IAS regarding monitoring and strengthening WUOs. These experiences are being reviewed and adapted.

The objective for the LIFE-IWRM project is to streamline the establishment and strengthening process to allow cost-efficient replication while ensuring sustainability.

Task 3: Equitable Allocation of Water Resources

Most of the water management training activities can be implemented only after computers and water monitoring equipment are procured and delivered to newly established IWMDs.

Task 4: Improved Maintenance and Upgrading of Water Management Equipment

None at this time.

Task 5: Environmental Services for Improving Water Quality Management

The massive magnitude of solid waste and liquid waste problem in relation to available resources is an important issue to be addressed.

Land allocation for the pilot project in Zifta Directorate is an issue to be addressed.

Changing peoples' attitudes and style of living requiring intensive awareness effort will be important.

Gaining peoples' trust will be critical to project success.

Task 6: Improved Wastewater Reuse Practices

EEAA has requested that the Egyptian Standards on Re-Use of Treated Wastewater be signed and approved before beginning this activity.

Task 7: Graduate Degree Training

None at this time.

Training

None at this time.

Procurement

None at this time.

V. STAFF LEVEL OF EFFORT

The LIFE IWRM LTTA and STTA professional technical and administrative support staff for the quarter are shown below:

RESIDENT STAFF

EXPATRIATE

NAME	POSITION
Dr. Jeff Fredericks	Chief of Party
Eric Viala	Water Resource Mgt Expert

LOCAL EGYPTIAN

NAME	POSITION
Dr. Ibrahim El Assiouty	Deputy Chief of Party
Nabil Fawzi	Water Resource Mgt Specialist (Upper Egypt)
Maher Khodary	Water Resource Mgt Specialist (Lower Egypt)
Mahmoud Said	Administration and Procurement Coordinator
Dahlia Hamdy	Workshop/Training Coordinator
Nermine Mokhtar	Accountant/Financial Manager
Amany Mahmoud	Administrative Assistant
Shehab Younis	Administrative Assistant (Lower Egypt)
Nahid Nabil	Administrative Assistant (Upper Egypt)

SHORT TERM STAFF DURING THE REPORT PERIOD

EXPATRIATE

NAME	POSITION
Greg Olson	Project Administrator
Sue Telingator	Senior Gender Specialist
Cheryl Groff	Senior Information, Education, & Communications
Rick Kehl	Senior Financial Specialist
Mark Svendsen	Senior M&E Specialist
Steve Romanoff	Senior Participatory Irrigation Management Specialist
Tom Sheng	Senior Information Specialist
Joseph Karam	Senior Water Reuse Technical Supervisor
Kathy Alison	Training/HRD Specialist
Jim Tarrant	Facilitator
Karim El-Jisr	Env. Specialist and Ag. Engineer
Doug Clark	Project Director

LOCAL EGYPTIAN

NAME	POSITION
Dr. Ragab Abdel Azim	Local Water Resources Management Specialist
Dr. Mostafa Saleh	Environmental Expert/Team Leader
Dr. Wadie Fahim Makarious	Senior Technical Advisor
Eng. Sarwat Fahmy	Senior Technical Advisor
Eng. Essam Barakat	Senior Participatory Irr. Management Specialist
Eng. Alaa Abass	Information Specialist
Eng. Hisham Shehab	Water Monitoring Specialist
Eng. Moamen El Sharkawy	Participatory Irrigation Management Specialist
Eng. Amira Abdel Hady	Gender specialist
Eng. Mohamed Hamed A. Latif	Water Quality Environmental Specialist
Eng. Ayad Kariakos	Local Demonstration Site Manager

VI. STATUS OF FINANCES AND EXPENDITURES

Financial summary for the reporting period October-December 2004 is presented below:

Actual and Accrued Expenditures versus Budget :

USD Budget

Budget Line Item	Budgeted	Billed thru 30 Nov 04	Accrued thru 31 Dec 04	Total Thru 31 Dec 04	Remaining Balance	% Budget Claimed
Direct and Consultant Labor	1,337,507	55,076	29,286	84,362	1,253,145	6.3%
Other Direct Costs	4,756,111	90,367	82,258	172,626	4,583,485	3.6%
Subcontractor Handling Fee	53,486	587	1,444	2,031	51,455	3.8%
Fixed Fee	338,090	8,032	6,605	14,637	323,453	4.3%
Total Cost Plus Fixed Fee	6,485,194	154,062	119,593	273,656	6,211,538	4.2%

Source: IRG Invoices #1 and 2 plus estimate of invoice 3

LE Budget

Budget Line Item	Budgeted	Billed thru 30 Nov 04	Accrued thru 31 Dec 04	Total Thru 31 Dec 04	Remaining Balance	% Budget Claimed
Direct and Consultant Labor	6,777,427	50,341	175,394	325,735	6,451,692	4.8%
Other Direct Costs	15,290,311	69,629	649,604	919,233	4,371,078	6.0%
Subcontractor Handling Fee	98,769	2,182	1,091	3,273	95,496	3.3%
Fixed Fee	1,219,157	23,218	45,435	68,653	1,150,504	5.6%
Total Cost Plus Fixed Fee	23,385,664	445,371	871,524	1,316,895	22,068,769	5.6%

Source: IRG Invoices #1 and 2 plus estimate of invoice 3

Actual and Accrued Expenditures versus Current Obligation

	Current Obligation	Billed thru 30 Nov 04	Accrued thru 31 Dec 04	Total Thru 31 Dec 04	Remaining Balance	% of Obligation Claimed
US\$	3,000,000	154,062	119,593	273,656	2,726,344	9.12%
LE	3,333,333	445,371	871,524	1,316,895	2,016,438	39.51%

Projected Expenses for Next Quarter (January - March 2005) versus Current Obligation

	Accrued/Billed Thru 31 Dec 04	Projected Jan - Mar 05	Total projected Thru Mar 05	% of Budget	% of Obligation
US\$	119,593	376,000	495,593	7.6%	14.9%
LE	871,524	3,332,750	4,204,274	18.0%	140.1%

VII. LIST OF REPORTS

No.	NAME	DATE
1	Annual Work Plan (2004/2005))	December 2004