

گزارش عملکرد سال ۲۰۰۶

Annual Progress Report 2006

«طرح حفاظت از تالاب های ایران»



۲۰۰۷



سازمان حفاظت محیط زیست

UNDP/GEF CONSERVATION OF IRANIAN WETLANDS PROJECT
Work Plan and Year 1 Tasks (April 2006 – March 2007)

A: Work Plan for Lake Parishan demonstration site (Outcomes 1&2) and Year 1 Tasks

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
Outcome 1: Local WPA management structures (e.g., National Park offices, DoE Provincial offices) possess and use enhanced capacities to effectively manage WPA sites, including dealing with most ‘internally arising’ threats to globally significant biodiversity								
1.1 DoE and other agency staff trained on integrated ecosystem management planning, implementation and monitoring								
1.1.1 Introductory inter-sectoral training course on integrated wetlands management	A four-day introductory training course on integrated wetland management will be held. The course will include lectures, case studies, discussion group sessions and field visits. The template for the course will be the Ramsar Convention's New Guidelines for Management Planning for Ramsar sites and other wetlands. Outputs will include draft management plan Goal and objectives, as well as a list of key training needs. Participants (max. 40) will be experts from provincial agencies for environment, water, agriculture, tourism, plus NGOs and University experts. The course will be run by national and international consultants, supported by project staff.	1. Write TOR for consultants 2. Hire consultants 3. Approve programme 4. Arrange logistics / facilities 5. Hold training course 6. Evaluate course 7. Publish report on training course	X	X X X X			SC NPM	100% 100% 100% 100% 20% 10% 20%
1.1.2 Develop and implement specific thematic training courses based on training plan	Based on the Stakeholder Analysis, a training needs assessment and plan will be completed. This will identify and prioritise the need for specialised training. The first of the specialised training courses will focus on the previously identified priority of wetland mapping. The detailed planning for each course will be completed once the subject has been identified. All courses will be evaluated and a report published NB. Examples of courses might include Wetland mapping, Wetland Monitoring, Conserving endemic fish species, Environmental impact assessment. Training visits to other sites may also be arranged. Training of trainers will be a priority.	1. Complete Stakeholder Analysis 2. Complete Training Plan 3. Identify subjects 4. Hold training course 5. Evaluate course 6. Publish report	X	X X X X X	X X	X	SC NPM	100% 30% 100% 0% 0% 0%
1.2 Baseline studies and monitoring implemented, and integrated information system established								
1.2.1 Identify, review and compile existing baseline data, and hold workshop to review conclusions and identify gaps.	A national consultant will be hired to compile existing environmental, social and economic baseline data concerning Lake Parishan. A data report will be produced summarising the quantity and quality of data available for each parametre, and identifying key gaps. A stakeholder workshop will then be held (involving also international consultants), to draw conclusions and determine the need for further	1. Draft TOR for data review 2. Hire consultants 3. Receive and review report 4. Hold workshop on baseline data 5. Publish report on conclusions 6. Define further baseline study	X X	 X X X X			SC NPM	100 % 0% 0% 0% 0% 0%

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
	baseline studies to fill the gaps. The overview of existing studies will be compiled on a database, and disseminated on CD and through the project web site, as a resource tool for stakeholders.	7. Disseminate database of existing studies		X				0%
1.2.2 Conduct baseline studies to fill gaps identified in above	Following the identification of data gaps in 1.2.1 above, a contract will be let to national consultants to complete the collection of baseline data, in close cooperation with relevant authorities. Fieldwork will be undertaken through two full annual cycles, with a preliminary report produced after the first year.	1. Prepare TOR for consultants 2. Hire consultants 3. Supervision of consultants 4. Receive / review preliminary report 5. Receive / review final report 6. Distribute final report			X X X	X	SC NPM	100% 0% 0% 0% 0% 0%
1.2.3 Identify framework for monitoring changes to baseline conditions and publish guidelines	A basic monitoring/surveillance programme will be defined during the workshop described under 1.2.1. This will be enhanced as further needs are identified as a result of the baseline studies. Monitoring guidelines / protocol will be published to ensure standardisation of data collection	1. Identify surveillance priorities 2. Publish monitoring protocol 3. Define equipment needs			X	X X X	SC	0% 0% 0%
1.2.4 Implement monitoring programme and publish results	The monitoring programme identified under 1.2.3 above, will be implemented by provincial and local authorities. Equipment will be provided where necessary. Results will be published as they become available on the project web site and as an annual report	1. Begin implementation of monitoring 2. Provide equipment 3. Results of monitoring onto website 4. Publish annual monitoring report				X X	SC NPM	0% 0% 0% 0%
1.2.5 Establish integrated information system	An integrated information system is required to store and make available baseline and monitoring information. This will be established taking into account national needs and best international practice	1. Adopt nationally agreed system 2. Implement system				X	SC	0% 0%
1.3 Public awareness and local community participation enhanced								
1.3.1 Develop and implement a Communications Plan including review mechanism for raising public awareness particularly in cooperation with NGOs	Based on a Stakeholder Analysis, a draft Communications Plan will be prepared by the Site Coordinator and Public Awareness and Communications Coordinator. This will build from the baseline analysis of the relations that local communities already have with the Lake. The draft Plan will undergo review by international consultants and extensive stakeholder consultation including representatives of key authorities, NGOs, Islamic Councils, and other groups (particularly women). The Plan will then be published, implemented and reviewed annually. Particular emphasis will be placed on involving NGOs in implementation of this Plan.	1. Complete stakeholder analysis 2. Prepare draft Communications Plan 3. Consult on Plan 4. Publish Plan 5. Implement Plan 6. Conduct annual review of Plan	X X	X X X X	X X X	X X X	SC PACC	100% 100% 50% 0% 0% 0%
1.3.2 Publish quarterly newsletter on project developments	A 4-page newsletter will be published quarterly concerning the project at Lake Parishan, as a pull-out of the overall project newsletter. Design and publication will be responsibility of the Public Awareness and Communications Coordinator, with the Lake Parishan text being coordinated by the Site Coordinator. The 4 page pull-out will be distributed widely around the Lake, and to provincial authorities.	1. Prepare site newsletter pages 2. Publish newsletter 3. Distribute newsletter 4. Evaluate newsletter	X X X	X X X	X X X	X X X	SC PACC	25% 25% 25% 0%
1.3.3 Establish and	Through the Communications Plan, develop mechanisms for	1. Develop plan for engagement	X	X			SC	0%

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
maintain mechanism for consultation and communication with local communities	engagement with local communities and initiate engagement, including through a regular (NGO) forum established as a channel for communication and consultation with local communities around the Lake. The Site Coordinator will report on engagements with local communities through the quarterly newsletter	2. Implement engagement strategy 3. Evaluate engagement strategy		X	X	X	NPM	0% 0%
1.3.4 Conduct participatory rural appraisal to identify options for resolutions of threats inc. alternative livelihoods (particularly eco-tourism), and implement selected options	An international consultant will be hired to work with the Site Coordinator and national consultants to evaluate existing and potential options for local communities to reduce their impacts on and derive sustainable benefits from the Lake. This will involve the use of participatory rural appraisal (PRA) techniques, and strong interaction with local communities (particularly women's groups). Where activities are found to be unsustainable, options for reducing impacts and providing possible alternative livelihood options will be studied and implemented.	1. Define TOR 2. Select international/national consultants 3. Conduct study 4. Produce report and recommendations 5. Implement recommendations 6. Monitor implementation				X X	SC NPM	100% 100% 0% 0% 0% 0%
1.4 Conservation activities planned and enforced								
1.4.1 Prepare and implement integrated management plan (including review of that already prepared by DoE) inc. delineation of wetland and development of zonation planning.	On the basis of information collected from existing sources (1.2.1), and complemented by additional baseline studies (1.2.2), an integrated management plan for Lake Parishan will be prepared (including zonation of activities). This will follow the format of the Ramsar Convention's <i>Guidelines on preparing management plans for Ramsar sites and other wetlands</i> . The plan will be prepared by a national consultant, supported by an international consultant, in close consultation with relevant stakeholders and local communities. The existing management plan and zonation proposals recently prepared by DOE will be incorporated as appropriate. The plan will be submitted to the Technical Committee for endorsement, and to the Provincial Coordination Committee for approval. The plan will be implemented through annual Action Plans. Annual reports on progress will be submitted to the Provincial Coordination Committee, and a major review of progress will be undertaken every 3 years.	1. Prepare TOR 2. Hire national/international consultants 3. Initiate drafting management plan with Technical Committee 4. Consult local communities 5. Approval by Coordination Committee 6. Prepare annual Action Plans 7. Prepare annual reports 8. Undertake 3 year major review	X	X X			SC NPM	100% 100% 0% 50% 0% 0% 0% 0%
1.4.2 Wetland delineation visible on the ground, land disputes resolved, and conversion of natural habitats halted.	Using baseline information on hydrology, vegetation and soils, and existing international criteria, prepare a map of the wetland habitats of Lake Parishan. Appropriate training will be provided during this process. Publish this map and distribute it widely, with particular emphasis on raising awareness among local communities. Install boundary markers in disputed areas. Enforce regulations to stop encroachment, including land-swap arrangements where appropriate.	1. Collect field data 2. Prepare map of wetland habitats 3. Provincial Committee to approve map 4. Publish map 5. Inform local communities 6. Stop encroachment			X	X X	SC NPM	0% 0% 0% 0% 0% 0%
1.4.3 Develop and implement / enforce zonation mechanisms	Work already undertaken by DOE on zonation of human activities will be used as a basis for this work. Priority activities to be covered will include: boating, fishing, hunting, recreation and tourism, agriculture. Zonation maps and guidelines will be reviewed by the	1. Review the DOE maps and guidelines (Technical Committee) 2. Approve the guidelines 3. Disseminate the guidelines			X	X	SC NPM	0% 0% 0%

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
	Technical Committee and endorsed by the Provincial Committee, published, and distributed widely. Special information sessions will be arranged for local villagers. The guidelines will be enforced, preferably by the users themselves, but if necessary legally.	4. Awareness programme 5. Enforce the guidelines						0%
1.4.4 Develop and enforce regulations for sustainable use of wetland products	The baseline studies described in 1.2.1 & 1.2.2 will include reports on current and historical levels of hunting, grazing and fishing (with fishery cooperative) at the Lake, as well as analysis of the status of the harvested populations. These results will be reviewed by national and international experts. Workshops will then be held with participation by the relevant stakeholder group to determine guidelines and regulations to enable sustainable harvest to be assured. These guidelines will then be implemented, preferably by the stakeholders themselves, but if necessary legally.	1. Review status of sustainable use of wetland products 2. Hire international consultants 3. Hold workshop on fishery 4. Hold workshop on hunting 5. Develop guidelines and regulations 6. Approve guidelines and regulations 7. Implement guidelines and regulations				X	SC NPM	0% 0% 0% 0% 0% 0%
1.4.5 Review adequacy of legislation for wetland protected areas	As a result of the preparation of the management plan (1.4.1), a workshop will be held with relevant stakeholders and an international consultant, to review the need to amend environmental legislation for Lake Parishan. A report will be produced, with recommendations to DOE. This report will also serve as a case study for the national review of environmental legislation concerning protected areas, described under 3.1.	1. Hire international / national consultant 2. Hold workshop 3. Prepare report & recommendations 4. Contribute to national legislative review					SC NPM	0% 0% 0% 0%
1.5 Destruction of wetland habitats halted and restoration measures implemented								
1.5.1 Enforce existing legislation to ensure no further conversion of wetland habitats	Existing plans for irrigation schemes, canals, factories, roads and other infrastructure will be reviewed with the relevant authorities to avoid damage to wetland protected areas. Using improved boundary definitions, greater awareness of stakeholders, and enforcement of EIA and protected areas legislation, to avoid the conversion of wetland habitats.	1. Review development plans near wetlands (consultant report) 2. Monitor development plans 3. Monitor encroachment by farmers 4. Support DOE to enforce protected areas legislation			X	X	SC NPM	0% 0% 0% 0%
Outcome 2: Inter-sectoral co-ordination structures, established at provincial and basin level, enhance the sustainability of the WPA system by, <i>inter alia</i>, helping to address threats arising at ecosystem level								
2.1 Coordination mechanisms have been developed at the provincial level								
2.1.1 Establish intersectoral Technical Committee, and hold quarterly meetings	A Technical Committee for Lake Parishan will be established to provide intersectoral technical input to the project, and to oversee development of the Management Plan. It will comprise 1 local expert permanent representative of each key provincial agency, as well as representatives of local Universities (2) and NGOs (2). Members of the Committee are expected to draw on other expertise within their agencies through the establishment of appropriate working groups. The Committee will meet quarterly, to review work plans and results. Each meeting will require an agenda, papers and will be reported in succinct minutes, which will be posted on the project web site and	1. Establish Technical Committee 2. Agree TOR and rules of procedure 3. Hold quarterly meetings 4. Submit recommendations to Coordination Committee	X X X X	X X X X	X X X X	X X X X	SC NPM	100% 100% 100% 100%

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
	circulated to members. The Committee will submit recommendations for approval by the Coordination Committee (see 2.1.2). The Site Coordinator will provide the Secretariat for the committee, which will be chaired by provincial DOE.							
2.1.2 Establish Lake Parishan Coordination Committee and hold biannual meetings	A Lake Parishan Coordination Committee will be established to assure stakeholder coordination, inputs to the project and implementation of the results. It will comprise decision-makers of key provincial agencies, as well as senior representatives of local Universities (2) and NGOs (2). The Committee will meet every 6 months, to review progress and results of the project, and to approve project documents. Each meeting will be reported in succinct minutes, which will be posted on the project web site and circulated to members. The Committee will receive recommendations for approval from the Technical Committee, and will also approve annual plans and reports. The Site Coordinator will provide the Secretariat for the committee, which will be chaired by a Deputy Governor.	<ol style="list-style-type: none"> 1. Establish Coordination Committee 2. Agree TOR and rules of procedure 3. Hold biannual meetings 4. Approve annual plans/reports 	X	X		X	SC NPM	100% 100% 100% 100%
2.1.3 Organize seminar on the ecosystem approach for Coordination Committee and Governor's inter-sectoral planning Committee, inc. a field study tour	An early target for the project is to raise awareness among key decision-makers of the environmental, social and economic values and potentials of Lake Parishan, as well as the threats to those values. For this reason, a full day field session and seminar will be arranged for members of the Coordination Committee (2.1.2), members of the provincial Planning and Development Committee, as well as other key decision-makers. Ongoing support and information events will be held throughout the project to maintain interest and support.	<ol style="list-style-type: none"> 1. Hold seminar and field visit 2. Maintain information flow and follow-up events 		X	X	X	SC NPM	0% 0%
2.2 Develop measures to ensure sustainable allocation of water for Lake Parishan								
2.2.1 Prepare water budget for Lake Parishan and scenarios for Integrated Water Resources Management over the next 25 years.	As part of the baseline studies (1.2.1 & 1.2.2), a water budget will be prepared for Lake Parishan. This will define the water requirements to maintain the ecological character of the Lake. Scenarios for different water inputs (taking into account possible climate change) and allocations will be developed for the coming 25 years, and a report describing the results of such scenarios will be developed. All of the above activities will be undertaken in close cooperation with and through the provincial Water Authority, supported by national and international consultants	<ol style="list-style-type: none"> 1. Collect baseline information 2. Prepare water budget 3. Define water requirements of Lake 4. Develop scenarios 5. Publish report and recommendations 6. Implement recommendations 		X	X	X	SC NPM	0% 0% 0% 0% 0% 0%
2.2.2 Conduct Strategic EIA on planned water resources developments in the basin, and follow up with sustainable water policy	As a contribution to the scenario development described in 2.2.1, a Strategic Environmental Assessment will be undertaken by national and international consultants, focussing on water resource developments (dams and reservoirs) and irrigation schemes. This will include both existing and planned developments. The results will be published, and recommendations made for sustainable water	<ol style="list-style-type: none"> 1. Prepare TOR and hire consultants 2. Undertake SEA 3. Publish report and recommendations 4. Implement recommendations 					SC NPM	0% 0% 0% 0%

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
planning.	policy planning. Efforts will be made to then implement these recommendations.							
2.2.3 Demonstrate options for water use efficiency in irrigated agriculture, and promote adoption of improved techniques through water user associations	Using the findings from earlier irrigation improvement projects in Iran and elsewhere, and with the support of national and international consultants), options for enhancing water use efficiency in irrigated agriculture will be demonstrated to agricultural authorities, farmers and Water User Associations. Options for using economic instruments for improving water use efficiency will be explored and tested in parallel with the studies at Lake Uromiyeh.	<ol style="list-style-type: none"> 1. Prepare TOR and hire consultants 2. Distribute information 3. Select demonstration sites 4. Conduct demonstrations 5. Monitor uptake 6. Explore and test economic tools 					SC NPM	0% 0% 0% 0% 0% 0%
2.3 Integrated pollution control practices developed								
2.3.1 Prepare and implement a strategy for reducing aquatic pollution	The baseline studies (1.2.1 & 1.2.2) will provide a detailed overview of the types, levels and sources of aquatic pollution in the Lake. This information will be assessed to prepare a strategy for reducing pollutant loads in the Lake. The strategy will be discussed with relevant stakeholders, approved by the Coordination Committee, published and implemented. An annual report on the achievements of the strategy will be published.	<ol style="list-style-type: none"> 1. Review existing studies of pollution 2. Hire national/international consultants 3. Develop strategy for reduction of pollutants 4. Approve strategy 5. Publish strategy 6. Implement strategy 7. Monitor implementation 			X	X	SC NPM	0% 0% 0% 0% 0% 0%
2.3.2 Demonstrate options for efficient use of fertilizers and pesticides and implement selected options	Using international best practice, demonstrate, promote and implement options for minimising applications of fertilisers and pesticides, particularly adjacent to the Lake and water-courses. Also demonstrate options for treating irrigation return flows before they enter wetlands. Monitor effectiveness of implementation.	<ol style="list-style-type: none"> 1. Identify best practice techniques 2. Conduct demonstration and promotional activities 3. Monitor implementation 					SC NPM	0% 0% 0%
2.3.3 Review and implement options for waste water and garbage treatment in villages around the Lake	On the basis of the pollution report described in 2.3.1, options for reducing pollution from waste water and garbage in the villages surrounding the lake will be assessed and implemented. In particular, the possibility of establishing reedbed wastewater filters will be considered.	<ol style="list-style-type: none"> 1. Identify pollution sources 2. Propose solutions in report 3. Implement solutions 4. Monitor results 					SC NPM	0% 0% 0% 0%
2.3.4 Develop and implement options for control of noise pollution and disturbance	On the basis of the baseline studies described in 1.2.1 and 1.2.2, options for reducing noise pollution and other disturbance of wildlife on the Lake (particularly from boats) will be assessed and implemented. In particular, the possibility of establishing speed restrictions and disturbance free zones will be considered.	<ol style="list-style-type: none"> 1. Identify disturbance sources 2. Propose solutions in report 3. Implement solutions 4. Monitor results 					SC NPM	0% 0% 0% 0%
2.4 Enhanced measures for preventing land degradation introduced								
2.4.1 Develop and implement strategy for preventing land degradation in basin	Using the baseline studies described in 1.2.1 and 1.2.2, the status and risks of land degradation in the Lake Parishan basin will be assessed, prioritised and mapped (note significant work already undertaken by Soil and Watershed Management Conservation	<ol style="list-style-type: none"> 1. Complete baseline study 2. Draft Strategy 3. Hold review workshop 4. Publish strategy 					SC NPM	0% 0% 0% 0%

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
	Research Institute). In close consultation with the MoJA and the UNDP/GEF Zagros project, a strategy to reduce land degradation (affecting the Lake) will be drafted [particularly focusing on overgrazing by villagers and nomads]. A workshop will be held to review the strategy, and the strategy will then be implemented and monitored. The link between watershed management and lake quality will be publicised widely.	5. Implement strategy 6. Monitor outcomes 7. Publicise results						0% 0% 0%
2.5 Best practices in Environmental Impact Assessment (EIA) demonstrated and implemented								
2.5.1 Apply best practices of EIA and SEA to development proposals for the Lake e.g. water resource developments, tourism strategy, fishery.	A workshop on EIA and SEA will be organised with key stakeholders, to raise awareness of these important tools. These will then be applied to the main development sectors and activities covered by the project e.g. water resource developments, tourism, fishery.	1. Hold workshop on SEA and EIA 2. Distribute information materials 3. Apply SEA to main sectors 4. Apply EIA to new developments					SC NPM	0% 0% 0% 0%
2.6 Best practices concerning alien species introduction and control planned and implemented								
2.6.1 International best practices on alien invasive species control transferred to provincial and local authorities.	The ecological character of wetlands can be seriously damaged by the introduction of alien species (particularly plants and fish). Best practice guidelines (CBD) will be translated into farsi and distributed. Awareness of the problems caused by alien species will be publicised widely.	1. Translate best practice Guidelines 2. Distribute best practice Guidelines 3. Publicise information			X	X X	SC NPM	100% 0% 0%
2.6.2 Best practices of alien invasive species control implemented (particularly for fish and aquatic plants)	The baseline studies (1.2.1 & 1.2.2) will reveal the current extent of the problem of alien invasives at Lake Parishan. A workshop will be held to discuss the problem and present the guidelines to key stakeholders. An action plan to deal with existing problems will be prepared as well as an emergency response plan for future arrivals of invasive species.	1. Assess status of alien invasives 2. Hold workshop 3. Prepare action plan 4. Prepare Emergency response plan 5. Implement and monitor			X	X	SC NPM	0% 0% 0% 0% 0%
4.1 Management of the project at Lake Parishan								
4.1.1 Prepare annual work plans and budgets for adoption by Project Steering Committee following consideration by the Coordination Committee	The project cycle will be based upon annual work plans, prepared in the 6 months preceding the start of each year. These work plans will follow the format of the present document, and will be closely linked to project budgeting and reporting. The draft workplan will be discussed by the Technical Committee and with local community representatives. It will then be submitted to the Coordination Committee for approval, before being linked with plans for other components of the project for approval by the Project Steering Committee.	1. Prepare draft plan for Year 2 2. Input from Technical Committee 3. Approval by Coordination Committee 4. Approval by Project Steering Committee 5. Plan published			X X	X X X	SC NPM	100% 100% 0% 0% 0%
4.1.2 Support all aspects of project implementation at Lake Parishan	The Project Field Office and its staff will be responsible for all aspects of implementation of the project at Lake Parishan, including: providing secretariat to Coordination and Technical Committees, supervision of national consultants, organisation of workshops etc,	1. Provide secretariat for Coordination Committee 2. Provide secretariat for Technical Committee	X	X	X	X	SC NPM	100% 100%

Activity	Description	Tasks	Year 1 Quarter				Staff Resp.	Status
			1	2	3	4		
	communications activities, relations with local stakeholders.	3. Supervise national consultants 4. Organise workshops etc 5. Implement communications 6. Ensure good stakeholder relations	X	X	X	X		0% 50% 80% 75%
4.1.3 Prepare annual reports of the project results at Lake Parishan	An annual report on project activities (against the work plan) will be prepared in close coordination with the Technical Committee. This will be submitted to the first meeting of the Coordination Committee following the end of the year, and will then be published.	1. Prepare annual report 2. Submit to Coordination Committee for approval 3. Publish annual report				X X	SC NPM	0% 0% 0%
4.1.4 Establish Offices in Shiraz and Kazeroun and adopt working practices according to the national project standards	The main Project Field Office will be established and staffed in Shiraz, with a local office in DOE- Kazeroun. The main office will be fully equipped, and will adopt national project working standards. These will include production of a brief internal monthly report, and an external quarterly report on activities. Performance assessment of local project staff will be conducted annually by NPM. SC will attend a quarterly meeting of the project management team.	1. Establish office in Shiraz 2. Establish sub-office in Kazeroun 3. Adopt national project standards 4. Produce quarterly reports 5. Annual staff performance assessment 6. SC to attend quarterly meeting of management team	X X X X X X	 X X X X X X	 X X X X X X	 X X X X X X	SC NPM	100% 100% 100% 100% 100% 0%

UNDP/GEF CONSERVATION OF IRANIAN WETLANDS PROJECT
Work Plan and Year 1 Tasks (October 2005 – September 2006)

B: Work Plan for Lake Uromiyeh demonstration site (Outcomes 1&2) and Year 1 Tasks

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
Outcome 1: Local WPA management structures (e.g., National Park offices, DoE Provincial offices) possess and use enhanced capacities to effectively manage WPA sites, including dealing with most ‘internally arising’ threats to globally significant biodiversity								
1.1 DoE and other agency staff trained on integrated ecosystem management planning & implementation and monitoring								
1.1.1 Hold introductory inter-sectoral training course on integrated wetlands management.	<p>Introductory training courses on integrated wetland management have already been held in the Uromiyeh basin in 2004 and 2005, as part of the Dutch/MOE co-financing project. The courses included lectures, case studies, discussion group sessions and field visits. The template for the course was the Ramsar <i>Convention’s New Guidelines for Management Planning for Ramsar sites and other wetlands</i>. Participants included experts from provincial agencies for environment, water, agriculture, tourism, plus NGOs and University experts in W and E Azerbaijan.</p> <p>A short refresher will be held as part of Activity 1.4.1</p>	1. Hold refresher under activity 1.4.1			X		SC NPM	0%
1.1.2 Develop and implement specific thematic training courses based on training strategy	<p>Based on the Stakeholder Analysis, a training needs assessment and Plan will be completed. This will identify and prioritise the need for specialised training. The first of the specialised training courses will focus on the already agreed priority of wetland mapping. The detailed planning for each course will therefore be completed once the subject has been identified. All courses will be evaluated and a report published.</p> <p>NB. Examples of courses might include Wetland delineation, Wetland Monitoring, Conserving endemic fish species, Environmental impact assessment. Training visits to other sites may also be arranged. Training of trainers will be a priority.</p>	1 Complete Stakeholder Analysis 2 Consult on draft Training Plan 3 Publish Training Plan 4 Identify subject / trainers 5 Hold courses 6 Evaluate course 7 Publish report	X	X X	X X X X X		SC NPM	100% 0% 0% 0% 0% 0% 0%
1.2 Baseline studies and monitoring implemented, and integrated information system established								
1.2.1 Review existing baseline information concerning Lake Uromiyeh and the satellite wetlands	A national consultant will be hired to review existing environmental, social and economic baseline data concerning Lake Uromiyeh and its satellite wetlands (summarised in Yekom, 2002). A data report will be produced summarising quantity and quality of data available for	1. Draft TOR for data review 2. Hire consultants 3. Receive and review draft report 4. Hold workshop	X X		X X		SC NPM	100% 40% 0% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
and hold a workshop to discuss findings and identify gaps	each parametre, and identifying key gaps. A stakeholder workshop will then be held (involving also international consultants), to draw conclusions and determine the need for further baseline studies to fill the gaps. The overview of existing studies will be compiled on a database, and disseminated on CD and through the project web site, as a resource tool for stakeholders.	5. Report on conclusions 6. Define further baseline study needs 7. Disseminate database of existing studies		X X X				0% 0% 0%
1.2.2 Conduct baseline studies to fill gaps identified in above	Following the identification of data gaps in 1.2.1 above, a contract will be let to national consultants to complete the collection of priority baseline data, in close cooperation with relevant authorities.	1. Prepare TOR for consultants 2. Hire consultants 3. Receive / review preliminary report 4. Receive / review final report 5. Distribute final report		X X	X	X	SC NPM	0% 0% 0% 0% 0%
1.2.3 Identify framework for monitoring changes to baseline conditions and publish guidelines	A basic monitoring/surveillance programme will be defined during the workshop described under 1.2.1. This will be enhanced as further needs are identified as a result of the baseline studies. A Monitoring Protocol (using already published guidelines) will be published to ensure standardisation of data collection	1. Identify surveillance priorities 2. Publish monitoring protocol 3. Define equipment needs		X X X				0% 0% 0%
1.2.4 Implement monitoring programme and publish results	The monitoring programme identified under 1.2.3 above, will be implemented by provincial and local authorities. Equipment will be provided as necessary. Results will be published as they become available on the project web site and as an annual report	1. Begin implementation of monitoring 2. Provide equipment 3. Result of monitoring onto website 4. Publish annual monitoring report			X X	X	SC NPM	0% 0% 0% 0%
1.2.5 Establish integrated information system	An integrated information system is required to store and make available baseline and monitoring information. This will be established taking into account national needs and best international practice.	1. Adopt nationally agreed system 2. Implement system					SC NPM	0% 0%
1.3 Public awareness and local community participation enhanced								
1.3.1 Develop and implement a Communications Plan including review mechanism for raising public awareness particularly in cooperation with NGOs	Based on a stakeholder analysis, a draft Communications Plan will be prepared by the Site Coordinator and Public Awareness and Communications Coordinator. This will build from the baseline analysis of the relations that local communities already have with the Lake. The draft Plan will undergo review by international consultants and extensive consultation with local stakeholders including representatives of key authorities, NGOs, Islamic Councils, and other groups (particularly women). The Communications Plan will then be published, implemented and reviewed annually. Particular emphasis will be placed on involving NGOs in implementation of this Plan.	1. Complete stakeholder analysis 2. Prepare draft Communications Plan 3. Consult on Plan 4. Publish Plan 5. Implement Plan 6. Conduct annual review of Plan	X X	X X X	X X	X X X	SC PACC	100% 100% 50% 0% 0% 0%
1.3.2 Publish quarterly newsletter on project developments	A 4-page newsletter will be published quarterly concerning the project at Lake Uromiyeh, as a pull-out of the overall project newsletter. Design and publication will be responsibility of the Public Awareness and Communications Coordinator, with the Lake Uromiyeh text being coordinated by the Site Coordinator. The 4 page	1. Prepare site newsletter pages 2. Publish newsletter 3. Distribute newsletter 4. Evaluate newsletter	X X X	X X X	X X X	X X X	SC PACC	25% 25% 25% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
	pull-out will be distributed widely around the Lake, and to provincial authorities.							
1.3.3 Establish and maintain mechanism for consultation and communication with local communities	Through the Communications Plan, develop mechanism for engagement with local communities and initiate engagement, including through a regular (NGO) forum established as a channel for communication and consultation with local communities around the Lake. The Site Coordinators will report on engagements with local communities through the quarterly newsletter. Initial efforts will focus on demonstrating good engagement at satellite wetlands, particularly Gorigol, Yadergarlou, Dorgeh Sangi and Shur Gol.	1. Develop engagement mechanism 2. Implement engagement strategy 3. Evaluate engagement	X X	X X	X	X X	SC	0% 0% 0%
1.3.4 Conduct participatory rural appraisal to identify options for resolutions of threats inc. alternative livelihoods (particularly eco-tourism), and implement selected options.	An international consultant will be hired to work with the Site Coordinator and national consultants to evaluate existing and potential options for local communities to reduce their impact on, and derive sustainable benefits from the Lake and satellite wetlands. This will involve the use of participatory rural appraisal (PRA) techniques, and strong interaction with local communities (particularly women's groups). Where activities are found to be unsustainable, options for reducing impacts and providing possible alternative livelihood options will be studied and implemented.	1. Define TOR 2. Select international/national consultants 3. Conduct study 4. Produce report and recommendations 5. Implement recommendations				X X	SC NPM	100% 100% 0% 0% 0%
1.4 Conservation activities planned and enforced								
1.4.1 Prepare and implement a management plan for Lake Uromiyeh in consultation with government partners and local communities.	On the basis of information collected from existing sources (1.2.1), and complemented by additional baseline studies as they become available (1.2.2), an integrated management plan for Lake Uromiyeh will be prepared (including zonation of activities). This will follow the format of the Ramsar Convention's <i>Guidelines on preparing management plans for Ramsar sites and other wetlands.</i> , based on the training already provided under 1.1.1. The plan will be prepared by a national consultant, supported by an international consultant, in close consultation with local stakeholders. The process will start with a kick-off workshop, and the establishment of appropriate working groups. The management plan and zonation measures being drafted by DOE will be incorporated as appropriate. The plan will be endorsed by the Technical Committee (see 2.1.1) for approval by the Lake Uromiyeh Coordination Committee (see 2.1.2), and the national committee for Article 67. The management plan will be implemented through annual Action Plans. Annual reports on progress will be submitted to the Coordination Committee, and a major review of progress will be undertaken every 3 years.	1. Prepare TOR 2. Hire national/international consultants 3. Refresher workshop 4. Initiate draft management plan 5. Consult local communities 6. Submit to Technical Committee 7. Approval by Provincial Committee 8. Prepare annual Action Plans 9. Prepare annual reports 10. Undertake 3 year major review	X X		X X	X X X X	SC NPM	100% 100% 0% 0% 0% 0% 0% 0% 0% 0%
1.4.2 Prepare and implement management plans for the most important satellite	Adequate baseline information has already been collected to initiate the preparation of management plans for the following satellite wetlands: <u>Gori Gol</u> , Lake Kobi, Kani Berazan, Gherde Gheet, Soldouz, Shur Gol, Yadergarlou, <u>Dorgeh Sangi</u> . Work on underlined	1. Prepare TOR 2. Hire national/international consultants 3. Review/Draft management plans			X X	X	SC NPM	0% 0% 0% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
wetlands around the Lake, in consultation with government partners and local communities.	sites will begin in Year 1. Preparation of management plans will be extended to other sites as adequate baseline data is collected. A local technical committee will be established to oversee the preparation and implementation of each management plan (as above), with approval through the appropriate provincial Coordination Committee. Format and procedures will follow those described for 1.4.1.	4. Consult local communities 5. Submit to local Technical Comm. 6. Approval by Provincial Committee 7. Prepare annual implementation plans 8. Prepare annual reports 9. Undertake 5 year major review						0% 0% 0% 0% 0%
1.4.3 Wetland delineation visible on the ground, land disputes resolved, and conversion of natural habitats halted.	Using baseline information on hydrology, vegetation and soils, and existing international criteria, prepare a map of the wetland habitats and boundary of Lake Uromiyeh and the important satellite wetlands. Publish these maps and distribute them widely, with particular emphasis on raising awareness among local communities. Install boundary markers in disputed areas. Enforce regulations to stop encroachment, including land-swap arrangements where appropriate.	1. Collect field data 2. Prepare delineation maps 3. Coordination Committee to approve maps 4. Publish maps 5. Inform local communities 6. Stop encroachment			X	X X	SC NPM	0% 0% 0% 0% 0%
1.4.4 Develop and enforce zonation mechanisms for Lake Uromiyeh and satellite wetlands	Maps, guidelines and regulations will be prepared by DOE and (supported by international consultants) concerning the zonation of activities on and around Lake Uromiyeh, in close consultation with stakeholders/local communities. Priority activities to be covered will include: fishing, hunting, recreation and tourism, agriculture. The guidelines will be approved by the Coordination Committee, published, and distributed widely. Special information sessions will be arranged for local villagers. The guidelines will be enforced, preferably by the local stakeholders themselves, but if necessary legally.	1. Prepare TOR 2. Draft the maps/guidelines 3. Consult on maps/guidelines 4. Approve the maps/guidelines 5. Disseminate the maps/guidelines 6. Awareness programme 7. Enforce the guidelines		X	X	X X	SC NPM	0% 0% 0% 0% 0% 0%
1.4.5 Develop and enforce regulations for sustainable use of wetland products	The baseline studies described in 1.2.1 & 1.2.2 will include reports on current and historical levels of grazing, hunting and fishing at the Lake and satellite wetlands, as well as analysis of the status of the harvested populations. These results will be reviewed by national and international experts. Workshops will then be with participation by the relevant stakeholder group to determine guidelines and regulations to enable sustainable harvest to be assured. These guidelines will then be implemented preferably by the stakeholders themselves, but if necessary legally.	1. Review status of harvest and harvested populations 2. Hire international consultants 3. Hold workshop on fishery 4. Hold workshop on hunting 5. Develop guidelines and regulations 6. Approve guidelines and regulations 7. Implement guidelines and regulations				X	SC NPM	0% 0% 0% 0% 0% 0%
1.4.6 Review adequacy of legislation for wetland protected areas	As a result of the preparation of the management plans (1.4.1 & 1.4.2), a workshop will be held with relevant stakeholders and an international consultant, to review the need to amend environmental legislation for Lake Uromiyeh and the satellite wetlands. A report will be produced, with recommendations to DOE. This report will also serve as a case study for the national review of environmental legislation concerning protected areas, described under 3.1.	1. Hire international/national consultant 2. Hold workshop 3. Prepare report & recommendations 4. Contribute to national legislative review					SC NPM	100% 0% 0% 0%
1.5 Destruction of wetland habitats halted and restoration measures implemented								

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
1.5.1 Enforce existing legislation to ensure no further conversion of natural habitats in wetland protected areas	Existing plans for irrigation schemes, canals, factories, roads and other infrastructure will be reviewed with the relevant authorities to avoid damage to wetland protected areas. Using improved boundary definitions and greater awareness of stakeholders, avoid – and where necessary enforce – protected areas legislation, to avoid the conversion of wetland habitats.	1- Review development plans near wetlands (baseline studies) 2- Monitor development plans 3- Monitor encroachment by farmers 4- Support DOE to enforce protected areas legislation			X	X	SC NPM	0% 0% 0% 0%
1.5.2 Designate important satellite wetlands as protected areas and enforce the legislation	The most important satellite wetlands around Lake Uromiyeh (at least those that meet the Ramsar Convention criteria for international importance) will be designated as protected areas by DOE. In addition to this review of national legislation, the designations under the Ramsar Convention and Biosphere Reserve will also be reviewed, and proposals for amendment prepared and implemented.	1. Agree criteria for site selection 2. Agree list of wetlands to be protected 3. Prepare designation documents 4. Inform local communities 5. Protection approved 6. Review Ramsar and UNESCO designations 7. Implement changes					SC NPM	0% 0% 0% 0% 0% 0%
1.5.3 Implement plans to restore damaged satellite wetlands.	Damage to some of the satellite wetlands in recent years has resulted in them losing many of their values. Restoration proposals have been drafted, and some partially implemented. These will be finalised, and full restoration will then proceed, with initial priority for Yadegarlou, Dorgeh Sangi, and Shur Gol wetlands. These activities will be extended as other restoration needs are identified.	1. Hire national consultant 2. Consult local communities 3. Complete restoration plans 4. Implement restoration 5. Monitor effects		X	X	X X	SC NPM	100% 60% 0% 0% 0%
Outcome 2: Inter-sectoral co-ordination structures, established at provincial and basin level, enhance the sustainability of the WPA system by, <i>inter alia</i>, helping to address threats arising at ecosystem level								
2.1 Coordination mechanisms have been developed at the provincial and Uromiyeh Basin level								
2.1.1 Establish intersectoral Technical Committees for Lake Uromiyeh and satellite wetlands, and hold quarterly meetings	A Technical Committee will be established in both E and W Azerbaijan to provide intersectoral technical input to the project. They will comprise 1 local expert permanent representatives of each key provincial agency, as well as representatives of local Universities (2) and NGOs (2). Members of the Committee are expected to draw on other expertise within their agencies through the establishment of appropriate working groups. The Committees will meet at least quarterly, to review work plans and results. The Committees will also meet jointly at least biannually (and ideally for every meeting) to progress management of the Lake and satellite wetlands, in a whole basin context. Meetings will be reported in succinct minutes, which will be posted on the project web site and circulated to members. The Committees will submit recommendations for approval by the provincial Coordination Committees (and the joint Lake Committee). The Site Coordinator will provide the Secretariat for the committee,	1. Establish Technical Committees 2. Approve TOR and rules of procedure 3. Hold meetings 4. Submit recommendations to Coordination Committees	X X X X		X X	X X	SC NPM	100% 100% 100% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
	which will be chaired by provincial DOE.							
2.1.2 Establish provincial wetland Coordination Committees, and joint Lake Uromiyeh Coordination Committee, determine rules of procedures and hold biannual meetings.	Coordination Committees will be established to assure stakeholder coordination, inputs to the project and implementation of the results in each of E and W Azerbaijan provinces (with them acting together as a Joint Committee for the Lake and for basin-wide matters. The committees will comprise decision-makers of key provincial agencies, as well as senior representatives of Universities (2) and NGOs (2). The Committees will meet every 6 months (also the Joint Committee), to review progress and results of the project, and to approve project documents. Each meeting will be reported in succinct minutes, which will be posted on the project web site and circulated to members. The Committees will receive recommendations for approval from the Technical Committees, and will also approve annual plans and reports for the project at Lake Uromiyeh demonstration site. The Site Coordinator will provide the Secretariat for the committee, which will be chaired by a Deputy Governor.	<ol style="list-style-type: none"> 1. Establish Coordination Committees 2. Approve TOR and rules of procedure 3. Hold meetings 4. Hold Joint Meeting 5. Approve annual plans/reports 	X	X		X	SC NPM	100% 100% 100% 0% 50%
2.1.3 Organize seminar on the ecosystem approach for members the Coordination Committees and Governor's inter-sectoral planning Committee inc. a field study tour	An early target for the project is to raise awareness among key decision-makers of the environmental, social and economic values and potentials of Lake Uromiyeh and the satellite wetlands, as well as the threats to those values. For this reason, a full day field session and seminar will be arranged for members of the Coordination Committees, members of the provincial Planning and Development Committees, as well as other key decision-makers. Ongoing support and information events will be held throughout the project to maintain interest and support.	<ol style="list-style-type: none"> 1. Hold seminar and field visit 2. Maintain information flow and follow-up events 		X	X	X	SC NPM	0% 0%
2.1.4 Explore legal, financial and institutional options for establishment of a Lake Uromiyeh Basin Management Authority, propose to HCEC, and implement.	Because of the critical importance of Basin-wide and intersectoral coordination for the sustainable management of natural resources in the Lake Uromiyeh Basin, needs and options for the establishment of a Lake Uromiyeh Basin Management Authority (LUBMA) will be explored with national and provincial stakeholders. This will take place once the Joint Coordination Committee has been established, and its effectiveness is apparent.	<ol style="list-style-type: none"> 1. Hire consultants 2. Organise workshops 3. Review needs for LUBMA 4. Identify options for LUBMA 5. Propose to HCEC 6. Implement selected options 					NPM SC	0% 0% 0% 0% 0% 0%
2.2 Develop measures to ensure sustainable allocation of water for Lake Uromiyeh and satellite wetlands								
2.2.1 Review previous IWRM studies for the Basin, draw high level conclusions and disseminate information. Identify gaps and way forward, and	The results of previous studies by Yekom Consulting Engineers and Water Research Institute will be reviewed by a Task Force of local, national and an international expert. High level conclusions will be drawn concerning implications for the water budget of the Lake, and scenarios for future sustainable management of the Lake and the satellite wetlands. The Task Force will also identify gaps in the studies, and will recommend the next steps for implementation of	<ol style="list-style-type: none"> 1. Establish Task Force 2. Hold review sessions 3. Produce and disseminate conclusions 4. Implement next steps 		X	X X	X X	SC NPM	100% 100% 0% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
implement.	IWRM approaches (water allocations, irrigation efficiency improvements etc). All of the above activities will be undertaken in close cooperation with and through the MOE and provincial Water Authorities, supported by national and international consultants							
2.2.2 Conduct Strategic EIA on planned water resources developments (and irrigation networks) in the basin, and follow up with sustainable water policy planning and implementation.	Depending on the findings of 2.2.1 (above), a Strategic Environmental Assessment will be undertaken by national and international consultants, focussing on water resource developments (dams and reservoirs) and irrigation schemes. This will include both existing and planned developments. The results will be published, and recommendations made for sustainable water policy planning. Efforts will be made to then implement these recommendations.	1. Prepare TOR and hire consultants 2. Undertake SEA 3. Publish report and recommendations 4. Implement recommendations					SC NPM	0% 0% 0% 0%
2.2.3 Ensure minimum environmental flows to maintain the ecological character of Lake Uromiyeh and satellite wetlands	The results of existing studies, will be used to determine the minimum environmental river flows required to sustain the Lake and individual satellite wetlands under scenarios of wet, average and drought years. These requirements will be published. A strategy for the allocation of water resources from each sub-basin to meet these needs will then be prepared and approved through agreement with MOE and Water Authorities.	1. Determine minimum environmental flows 2. Publish results 3. Prepare strategy for environmental water allocations 4. Implement and monitor				X	SC NPM	0% 0% 0% 0%
2.2.4 Demonstrate options for water use efficiency in irrigated agriculture, and promote adoption of improved techniques through water user associations	Using the findings from earlier projects, and with the support of national and international consultants, options for enhancing water use efficiency in irrigated agriculture will be demonstrated to agricultural authorities, farmers and Water User Associations. Options for using economic instruments for improving water use efficiency will be explored and tested in parallel with the studies at Lake Uromiyeh.	1. Prepare TOR and hire consultants 2. Distribute information 3. Select demonstration sites 4. Conduct demonstrations 5. Monitor uptake 6. Explore and test economic tools					SC NPM	0% 0% 0% 0% 0% 0%
2.3 Integrated pollution control practices developed								
2.3.1 Prepare and implement a strategy for reducing aquatic pollution	The baseline studies (1.2.1 & 1.2.2) will provide a detailed overview of the types, levels and sources of aquatic pollution in the Lake and satellite wetlands. This information will be assessed to prepare a prioritised strategy for reducing pollutant loads from industrial, agricultural and domestic sources. The strategy will be discussed with relevant stakeholders, approved by the Coordination Committees, published and implemented. An annual report on the achievements of the strategy will be published.	1. Publish overview of pollution 2. Hire national/international consultants 3. Develop strategy for reduction of pollutants 4. Approve strategy 5. Publish strategy 6. Implement strategy 7. Monitor implementation					SC NPM	0% 0% 0% 0% 0% 0% 0%
2.3.2 Demonstrate options	Using international best practice, demonstrate, promote and	1. Identify best practice techniques					SC	0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
for efficient use of fertilizers and pesticides and implement selected options	implement options for minimising applications of fertilisers and pesticides, particular adjacent to the Lake and satellite wetlands and water courses. Also demonstrate options for treating irrigation return flows before they enter wetlands. Monitor effectiveness of implementation.	2. Conduct demonstration and promotional activities 3. Monitor implementation					NPM	0% 0%
2.3.3 Review and implement options for waste water and garbage treatment in villages and industries surrounding the Lake and satellite wetlands	On the basis of the pollution report described in 2.3.1, options for reducing pollution from waste water and garbage in the villages surrounding the lake will be assessed and implemented. In particular, the possibility of establishing reedbed wastewater filters will be considered.	1. Identify pollution sources 2. Propose solutions in report 3. Implement solutions 4. Monitor results					SC NPM	0% 0% 0% 0%
2.3.4 Develop and implement options for control of noise pollution and disturbance	On the basis of the baseline studies described in 1.2.1 and 1.2.2, options for reducing noise pollution and other disturbance of wildlife on the Lake (particularly from boats and hunting) will be assessed and implemented. In particular, the possibility of establishing speed restrictions and disturbance free zones will be considered.	1. Identify disturbance sources 2. Propose solutions in report 3. Implement solutions 4. Monitor results					SC NPM	0% 0% 0% 0%
2.4 Enhanced measures for preventing land degradation introduced								
2.4.1 Develop and implement strategy for preventing land degradation in basin	Using the baseline studies described in 1.2.1 and 1.2.2, the status and risks of land degradation in the Uromiyeh basin will be assessed and mapped (note significant work already undertaken by Soil and Watershed Management Conservation Research Institute). In close consultation with the Natural Resources Department of the MoJA, a strategy to reduce land degradation (affecting the Lake) will be drafted [particularly focusing on overgrazing by villagers and nomads]. A workshop will be held to review the strategy, and the strategy will then be implemented and monitored. The link between watershed management and lake quality will be publicised widely.	1. Complete baseline study 2. Draft Strategy 3. Hold review workshop 4. Publish strategy 5. Implement strategy 6. Monitor outcomes 7. Publicise results					SC NPM	0% 0% 0% 0% 0% 0% 0%
2.5 Best practices in Environmental Impact Assessment (EIA) demonstrated and implemented								
2.5.1 Apply best practices of EIA and SEA to development proposals for the Lake e.g. water resource developments, tourism strategy, fishery.	A workshop on EIA and SEA will be organised with key stakeholders, to raise awareness of these important tools. These will then be applied to the main development sectors and activities covered by the project e.g. Kalantary Highway, water resource developments, tourism, fishery.	1. Hold workshop on SEA and EIA 2. Distribute information materials 3. Apply SEA to main sectors 4. Apply EIA to new developments					SC NPM	0% 0% 0% 0%
2.6 Best practices concerning alien species control planned and implemented								
2.6.1 International best practices on alien invasive species control transferred	The ecological character of wetlands can be seriously damaged by the introduction of alien species (particularly plants and fish). Best practice guidelines (CBD) will be translated into farsi and distributed.	1. Translate best practice Guidelines 2. Distribute best practice Guidelines 3. Publicise information			X	X X X	SC NPM	100% 0% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
to provincial and local authorities.	Awareness of the problems caused by alien species will be publicised widely.							
2.6.2 Best practices of alien invasive species control implemented (particularly for fish and aquatic plants)	The baseline studies (1.2.1 & 1.2.2) will reveal the current extent of the problem of alien invasives at Lake Parishan. A workshop will be held to discuss the problem and present the guidelines to key stakeholders. An action plan to deal with existing problems will be prepared as well as an emergency response plan for future arrivals of invasive species.	1. Assess status of alien invasives 2. Hold workshop 3. Prepare action plan 4. Prepare Emergency response plan 5. Implement and monitor					SC NPM	0% 0% 0% 0% 0%
4.2 Management of the project at Lake Uromiyeh								
4.2.1 Prepare annual work plans and budgets for adoption by Project Steering Committee following consideration by the Coordination Committees	The project cycle will be based upon annual work plans, prepared in the 6 months preceding the start of each year. These work plans will follow the format of the present document, and will be closely linked to project budgeting and reporting. The draft workplan will be discussed by the Technical Committees and with local community representatives. It will then be submitted to the Coordination Committees for approval, before being linked with plans for other components of the project for approval by the Project Steering Committee.	1. Prepare draft plan for Year 2 2. Input from Technical Committees 3. Approval by Coordination Committees 4. Approval by Project Steering Committee 5. Plan published			X X	X X X	SC NPM	60% 100% 0% 0% 0%
4.2.2 Support all aspects of project implementation at Lake Uromiyeh	The Project Field Office and its staff will be responsible for all aspects of implementation of the project at Lake Uromiyeh, including: providing secretariat to Coordination and Technical Committees, supervision of national consultants, organisation of workshops etc, communications activities, relations with local stakeholders.	1. Provide secretariat for Coordination Committees 2. Provide secretariat for Technical Committees 3. Supervise national consultants 4. Organise workshops etc 5. Implement communications 6. Ensure good stakeholder relations	X X X X X X	X X X X X X	X X X X X X	X X X X X X	SC NPM	100% 100% 0% 50% 80% 75%
4.2.3 Prepare annual reports of the project	An annual report on project activities (against the work plan) will be prepared in close coordination with the Technical Committee. This will be submitted to the first meeting of the Coordination Committee following the end of the year, and will then be published.	1. Prepare annual report 2. Submit to Coordination Committee for approval 3. Publish annual report				X X X	SC NPM	0% 0% 0%
4.2.4 Establish Offices in Tabriz and Uromiyeh and adopt working practices according to the national project standards	Project Field Offices will be established in Tabriz and Uromiyeh. These offices will be fully equipped and staffed, and will adopt national project working standards. These will include production of a brief internal monthly report, and an external quarterly report on activities. Performance assessment of the local project staff will be conducted annually. SC will attend a quarterly meeting of the project management team.	1. Establish office in Tabriz & Urmieh 2. Adopt national project standards 3. Produce monthly and quarterly reports 4. Review staff performance annually 5. SC to attend quarterly meeting of management team	X X X X X	X X X X X	X X X X X	X X X X X	SC NPM	100% 100% 100% 100% 100%

UNDP/GEF CONSERVATION OF IRANIAN WETLANDS PROJECT
Work Plan and Year 1 Tasks (October 2005 – September 2006)

C: Work plan for national project extension (Outcome 3)

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
Outcome 3: National-level WPA management and inter-sectoral co-ordination structures possess and utilise enhanced capacities to strengthen WPA management, <i>inter alia</i> , by supporting the exchange of knowledge and lessons learned through Outcomes 1&2 above								
3.1 Capacity for WPA management developed, following review of institutional structures, mechanisms, training etc								
3.1.1 Conduct baseline review of tools, legislation and capacity within DOE and hold workshop to discuss findings.	This activity will build the DOE's capacity at national level to protect and manage important wetlands. It will begin with a baseline review of staff resources and task descriptions (including share of work between national, provincial and site levels). It will also review the availability of information, as well as site designation, management and monitoring procedures. It will consider issues arising from the detailed work at the two project demonstration sites as case studies. This work will involve a series of participatory staff workshops. It will result in recommendations for improvements through changes in structures, tools and ways of working, as well as a training needs analysis.	1. Prepare TOR 2. Hire national and international consultants 3. Undertake baseline review 4. Organise participatory workshops 5. Produce report / recommendations		X X			NPM	100% 0% 0% 0% 0%
3.1.2 Develop and implement plan for enhancing capacity for WPA management	On the basis of the recommendations from 3.1.1, a training plan for enhancing the capacity of the DOE in wetland protected areas management will be prepared and implemented. This will focus on implementing: improved task descriptions and planning, skills training, enhancement of legislation, better management and monitoring of existing protected areas, designation of new wetland protected areas.	1. Draft Training Plan 2. Consultation workshop(s) 3. Finalise strategy 4. Implement strategy				X	NPM	90% 0% 0% 0%
3.1.3 Implement system for integrated information management for WPAs	An internet based system for integrated information management will be established. Ideally, an off-the-shelf system based on international best practice will be adopted. The system will initially be populated with information collected for the demonstration sites.	1. Review available systems 2. Select and install system 3. Provide training 4. Populate information from LU and LP				X	NPM	0% 0% 0% 0%
3.2 Awareness and capacity enhanced among government agencies (& national coordination structures) in wetland protected area management								
3.2.1 Prepare a stakeholder analysis and training / communications plan to influence behaviour of key	A Stakeholder Analysis for WPAs will be prepared and published, covering national, provincial and local levels. This will identify and prioritise the key issues where changes in behaviour are required in order to achieve the project goals (ie. training and communication needs). The completed analysis will then be used to prepare a	1. Draft the Stakeholder Analysis 2. Consult with stakeholders 3. Publish Stakeholder Analysis 4. Prepare Communications Plan 5. Prepare Training Plan	X X	X X X X			NPM PACC	100% 100% 50% 30% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
stakeholders regarding WPAs	Training Plan and a Communications Plan, which will guide implementation of the project in these areas.							
3.2.2 Organise thematic workshops and training courses with sectoral ministries	Based on the Training and Communications Plans (see 3.2.1) a series of thematic workshops and training courses will be organised at national level with key sectoral ministries, to share experiences, and raise awareness of the values and needs for better management of Iran's wetland protected areas. A minimum of one thematic workshop will be held per year. Priority audiences will be: Ministry of Energy, Ministry of Jihad Agriculture, Cultural Heritage and Tourism Organisation, National Iranian Oil Company, Ministry of Industry and Mines. Where possible, international consultants will participate. Each workshop will result in a short report.	1. Complete Training Plan 2. Select international consultants 3. Hold workshops (one per year) 4. Produce reports		X	X X	X X	NPM	0% 100% 50% 50%
3.2.3 Disseminate information about project through quarterly newsletter	A quarterly project newsletter comprising information about the project, and wetland protected areas in general, will be prepared. This will include contributions from staff, partners and international consultants. The newsletter will be distributed widely to project partners, with a targeted mailing list to address key decision-makers and senior experts.	1. Design newsletter 2. Seek contributions 3. Publish quarterly 4. Prepare targeted address list 5. Disseminate widely, and put on website 6. Evaluate newsletter	X X X X	X X	X X	X X X	PACC NPM	100% 100% 25% 100% 100% 0%
3.2.4 Prepare and disseminate best practice and policy documents.	Technical guidance and policy documents aimed at improving the management of wetland protected areas are generally lacking in Iran. In particular, the language barrier presents a significant obstacle to access to international materials. For this reason, a review of the available documentation in farsi will be undertaken. A prioritised list of needs will then be drawn up, and these documents will be prepared in consultation with key stakeholders, and disseminated widely. Examples of documents already known to be priorities include water quality criteria for wetlands and guidance on alien species control. At least two such documents will be prepared per annum.	1. Review existing documentation 2. Identify priority needs 3. Prepare documents 4. Consult with stakeholders 5. Publish and disseminate documents		X	X X	X X	NPM PACC	0% 0% 0% 0% 0%
3.2.5 Enhance the capacity of national coordinating structures to achieve integrated management of WPAs	Three national coordinating structures have particular relevance to the achievement of the project goal. These are the Higher Council for Environmental Conservation, its sub-committees on Sustainable Development and the Ramsar Convention, and the Higher Council on Water. In addition, a new committee will be established to oversee the implementation of Article 67 of the 4 th Development Plan. A review of the TOR of the Ramsar committee will be made to explore options that this becomes the Technical Committee for the project	1. Review TOR of Ramsar committee 2. Disseminate information to HCEC 3. Disseminate information to HCW 4. Disseminate information to Article 67 committee	X	X	X X X	X X X	NPM PACC	0% 0% 0% 0%
3.3 Raise public awareness of wetland values and threats								
3.3.1 Enhance coverage of	With the objective of obtaining more coverage of wetlands issues in	1. Identify press contacts	X				PACC	25%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
wetland issues in the printed media	national papers and specialist magazines, briefing meetings with representatives of the press will be held twice per year. Press will be invited to all project events. Press releases on topical issues will be issued by the project central office (at least one per quarter).	2. Organise biannual press forums 3. Invite press to project events 4. Issue press releases (one per quarter, minimum) 5. Evaluate effectiveness	X	X X X X	X X X X	X X X X	NPM	0% 30% 0% 0%
3.3.2 Enhance coverage of wetland issues on TV and radio	With the objective of obtaining more coverage of wetlands issues on TV and radio, contacts will be established with media representatives. TV will be invited to all major project events. Opportunities for specialist film-making will be followed.	1. Establish contacts with TV and radio reps.. 2. Invite TV/radio to major project events 3. Support production of one film on wetlands 4. Evaluate effectiveness		X X X	X X X	X X X X	PACC NPM	30% 0% 25% 0%
3.3.4 Enhance the impact of World Wetland's Day in Iran	Cooperate with the DOE to enhance the impact of World Wetlands Day on public awareness, with celebrations being organised annually at demonstration and replication sites	1. Agree WWD strategy with DOE 2. Hold events at demonstration and replication sites			X X	X X X	PACC NPM	0% 0%
3.4 Lessons learned disseminated to WPA managers, project replication sites established, and project sustainability assured								
3.4.1 Establish electronic networks and project web site for technical awareness raising	An e-mail networking group, open to anyone with a professional technical interest in the management of wetlands will be established by the Project Central Office, as a means for disseminating information, announcements and materials. In addition, the project web site will be developed and maintained as a vital information resource, providing support to all components of the project.	1. Establish e-mail network 2. Establish regular mailings to e-group 3. Establish and maintain project web site	X X X	X X	X X	X X	PACC NPM	100% 100% 100%
3.4.2 Establish "wetlands champion group"	A group of wetland "champions" will be established by invitation. These will be individuals from agencies, NGOs or universities who have shown a particular commitment and contribution to the wise management of wetlands. These champions will be invited to cooperate with the project, will receive copies of publications and will be invited to training programmes, conferences and other major events. They will be asked to help disseminate the projects findings. The long term aim may be for this group to become a new NGO.	1. Establish procedure 2. Invite founding members 3. Develop champions network 4. Support champions 5. Explore options to establish national "wetlands" NGO			X X	X X	PACC NPM	100% 0% 0% 0% 0%
3.4.3 Organise one conference per annum on different aspects of integrated wetland management	This annual conference will be organised as an important networking tool, and also to raise awareness of particular issues the project is addressing (based on the communications plan). The location of the conferences will rotate around the provinces and themes will be decided in consultation with them. Where possible the conferences will be timed to take advantage of the presence of international experts (and/or World Wetlands Day).	1. Plan conference series 2. Identify themes and locations 3. Organise conference 4. Prepare reports		X	X	X X	PACC NPM	0% 0% 0% 0%
3.4.4 Establish National Wetlands Awards to be announced on World Wetlands Day	A series of National Wetlands Awards will be announced annually throughout the course of the project, timed to coincide with World Wetlands Day. Awards will be given, for example, for best provincial DOE contribution, best other agency contribution, best NGO contribution etc.. Recipients of the awards will be invited to an award	1. Plan awards system 2. Identify Award Sponsor 3. Identify Year 1 recipients 4. Hold award ceremony 5. Publicise		X	X	X X X X	PACC NPM	0% 0% 0% 0% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
	ceremony, and publicity will be sought.							
3.4.5 Organise study tours for WPA managers to project demonstration sites	Study tours will be arranged for wetland protected area managers to witness work at the project demonstration and replication sites. In addition, the option of organising international study tours for some of the wetland champions and key decision-makers will be considered.	1. Organise study tours to demonstration sites 2. Organise international study tours					PACC NPM	0% 0%
3.4.6 Establish 3-5 replication sites by end of the project	The project aims to develop a number of replication sites (according to agreed criteria), which will extend the work being done at the two demonstration sites to other provinces. Following this, efforts will be made with provincial authorities to establish new replication sites at a rate of approximately one per year. A "Challenge Fund" will be allocated from the national and GEF budgets to help enable successful bids from the provinces. Where possible international sponsors will also be sought.	1. Establish Challenge Fund 2. Identify replication site options 3. Establish new replication site	X	X	X	X X	NPM	0% 100% 0%
3.4.7 Initiate the development and adoption of a National Wetlands Strategy and Action Plan, to embed the project into the planning and operations of the main partner agencies, and to set targets for long-term achievement after the end of the project	Delivery of significant improvements to the condition and management of Iran's WPAs will be a long-term process that will need to continue well beyond the end of the current project. The project will contribute greatly by raising capacity and awareness, by demonstrating integrated wetland management, and by rolling this process out across the country through further replication sites and national outreach. This process will be embedded into a National Wetland Strategy and Action Plan (NWSAP), to be approved and overseen by the High Council on Environmental Conservation.	1. Initiate proposal for NWSAP 2. Draft NWSAP 3. Approval by HCEC 4. Annual planning and review	X	X	X	X	NPM	0% 0% 0% 0%
4.3 Management of the project at National level								
4.3.1 Prepare annual work plans and budgets for adoption by Project Steering Committee	The project cycle will be based upon annual work plans, prepared in the 6 months preceding the start of each year. These work plans will follow the format of the present document, and will be closely linked to project budgeting and reporting. PCO will be responsible for compiling the work plan for the national extension programme. The draft work plans for the demonstration sites will be linked with the work plan for the national programme for approval by the Project Steering Committee. The plans will clearly define sources of budget.	1. Prepare draft plan for Year 2 2. Input from Technical Committees 3. Approval Project Steering Committee 4. Plan published			X X X X	X X X X	NPM	100% 0% 0% 0%

Activity	Description	Tasks	Quarter				Staff Resp.	Status
			1	2	3	4		
4.3.2 Support all aspects of project implementation at national level	The Project Central Office and its staff will be responsible for all aspects of implementation of the project at national level, including: providing secretariat to PSC and national Technical Committee, supervision of national consultants, support to international consultants, organisation of workshops etc, communications activities, relations with national stakeholders. In addition, the PCO will oversee implementation of the work at demonstration sites, and ensure close linkage with the national extension programme.	1. Provide secretariat for PSC		X		X	NPM	100%
		2. Provide secretariat for Technical Committee	X	X	X	X		100%
		3. Supervise national consultants	X	X	X	X		100%
		4. Organise workshops etc	X	X	X	X		50%
		5. Implement communications	X	X	X	X		80%
		6. Ensure good stakeholder relations	X	X	X	X		90%
4.3.3 Prepare annual reports of the project	An annual report on project activities (against the work plan) will be prepared. This will be submitted to the PSC following the end of the year, and will then be published.	1. Prepare annual report				X	NPM	60%
		2. Submit to PSC for approval				X		0%
		3. Publish annual report				X		0%
4.3.4 Establish Project Central Office in Tehran and adopt working practices according to the national project standards	The Project Central Office in Tehran will be fully equipped and staffed, and will adopt national project working standards. Staff training needs will be addressed. These will include production of a quarterly report on activities. Performance assessment of the project staff will be conducted annually.	1. Establish office in Tehran	X				NPM	100%
		2. Adopt national project standards	X	X	X	X		100%
		3. Train project staff	X	X				0%
		4. Produce quarterly reports	X	X	X	X		100%
		5. Review staff performance annually				X		100%