



LILONGWE STC: ToRs OF SPECIALIZED COMMITTEE N°2 MEETING

1. Background

The African Water Association (AfWA) is a continental platform of knowledge management regarding the water, hygiene and sanitation sector, which gathers drinking water production and distribution companies, sanitation service management companies, as well as water sector regulating organizations and sanitation sector related policies in the African countries for knowledge sharing and best practices.

For its operation and the achievement of its objectives, AfWA is composed of bodies that are permanent functional structures, which composition, attributions and operation are set by the Statutes and By-Laws of the organization. The Scientific and Technical Council (STC) is one of these bodies which objective is to study the Managerial, Legal, Financial, Scientific and Technical issues relating to the Water and Sanitation Sector which the stakeholders can be faced with. In that regard, it organizes studies, technical sessions, carries out capacity building programs and seminars in order to propose adequate solutions to the various sector related challenges. In its functioning, AfWA STC is organized into three Specialized Committees (SC) that can include one or several work groups (Task force). These committees are as follows:

Specialized Committee N°1: Administration and Management,

Specialized Committee N°2: Technical Management,

Specialized Committee N°3: Sanitation and Environment and,

Strategic Committee.

Every year, AfWA organizes two to three STC sessions in partnership with one of the member utilities. For the year 2016, the first AfWA STC session was held from July 25th to 27th 2016 in Luanda, in Angola. The second AfWA STC session has been planned in Lilongwe, Malawi, from November 21st to 25th 2016. These Terms of References will permit to direct the activities of the various committees and work groups.

2. Objectives

The objective of these SC2 work is on the one hand, to evaluate the statement of progress of the projects concerning this committee and to dynamize again the committee through the identification of new projects on the other hand.

The question is obviously:

- To propose strategies for the improvement of the performance of FABRI program
- To update the calendar related to Non-Revenue Water program activities
- To update the list of the topics identify for the organization of the master class
- To work out a follow-up of the activities relating to the capacity building of water laboratories within the framework of the AfriCap program.



3. Expected participants and experts

Participants in the meeting are members of the Specialized Committee N°2. In addition, an expert of the USEPA (United States Environmental Protection Agency) will be invited to this meeting to take part in the discussions on the certification of water quality laboratories of the AfriCap program.

Representatives of the affiliated members, STC bureau and Executive Office could also take part in the meeting.

4. Summary of the work of Luanda

- a. To present and evaluate the FABRI program,
 - Development of a diagnostic analysis of this program with the determination of the satisfactory items and the items to be improved
- b. To propose a list of companies to be audited and a calendar for the training of Non-Revenue Water (NRW) experts,
 - Development of an activity calendar over the period August 2016 December 2018
- c. To define a training program so as to capacity build sanitation sector related members through the implementation of Master Class conceived as an attracting tool of knowledge sharing and animation of AfWA network, and also like a dynamic connection between the affiliated members and corporate members,
 - Development of a list of 10 topics for the organization of Master Class
- d. To briefly present the AfriCap program and its sub-component 3 on the certification of water quality laboratories of the AfriCap program in collaboration with US EPA,
 - o Development of an estimated planning of activities for the component 3
 - o Definition of the selection criteria of auditors having to take part in the audit of the laboratory
- e. To present and evaluate AQUAYA program.
 - Review of the activities and development of a list of activities to be completed.

5. 5. Expected results

- A strategy document for the reinforcement of FABRI program,
- A list of companies to be subjected to audit-diagnosis accompanied by an estimated planning,
- Update of the training calendar of African experts on Non-Revenue Water (NRW)
- An estimated planning to achieve the goals of AQUAYA program,
- The terms of reference for the effective organization of two master classes for the year 2017 are elaborate. These master classes will result from the proposals of Luanda;
- In connection with the program for the certification of an AfriCap program on water quality laboratories, the WQTF is expected to carry out:
 - o The planning of the supervision of audits in a certain number of West African countries/water utilities (to be agreed upon),



- Proposal of the topics of further training for the reinforcement of auditors for AfriCap year 2,
- Benchmarking and audit missions plan to work out the Performance Improvement Plan (PIP),
- Development of laboratory handbook,
- Development of AfWA certification program

6. Methodology

Presentations/Powerpoint/group Discussions and Reporting

7. Development

Tuesday, November 22, 2016

- Introduction by the president of CS
- Presentations
 - FABRI Program
 - Audit diagnosis and training program of African experts in NRW
 - AQUAYA Program
 - program on the certification of water quality laboratories of the AfriCap program
- Discussions - Master Class

Wednesday, November 23rd, 2016

Work in groups

- Task force NRW
 - Development of the strategy of reinforcement of FABRI program
 - Development of an audit diagnosis planning project
 - Drafting of a ToR relating to the training of African experts in NRW
- Development of a planning of AQUAYA program
- Drafting of the ToR of Master class
- Development of the strategy for the certification of the laboratories AfriCap program

Thursday, November 24th, 2016

- Drafting of the SC report
- Presentation of the summary of work

Abbreviations :

AfWA :	African Water Association
STC :	Scientific and Technical Council
SC :	Specialized Committee
Africap :	African Water Association Capacity Building Program
Task Force :	Groupe de travail