



**PROJECT DEVELOPMENT FACILITY
REQUEST FOR PDF BLOCK A FOR MSP
UNDP PROJECT INITIATION DOCUMENT**



AGENCY'S PROJECT ID: 3188
GEFSEC PROJECT ID:
COUNTRY: Turkmenistan
PROJECT TITLE: Capacity Building and On-the-Ground Investments for Integrated and Sustainable Land Management
GEF AGENCY: UNDP
OTHER EXECUTING AGENCY(IES):
DURATION: 7 months
GEF FOCAL AREA: Land Degradation
GEF OPERATIONAL PROGRAM: OP15
GEF STRATEGIC PRIORITY: SP 1, SP 2
ESTIMATED STARTING DATE: May 2005
IMPLEMENTING AGENCY FEE:

FINANCING PLAN (US\$)	
GEF PROJECT/COMPONENT	
Project	
PDF A*	25,000
	25,000
Sub-Total GEF	
CO-FINANCING**	
GEF Agency	15,000
Government	
Bilateral	
NGOs	
Others	
<i>Sub-Total Co-financing:</i>	
<i>Total Project Financing:</i>	40,000
FINANCING FOR ASSOCIATED ACTIVITY IF ANY:	

* Indicate approval date of PDFA

** Details provided in the Financing Section

CONTRIBUTION TO KEY INDICATORS OF THE BUSINESS PLAN:

RECORD OF ENDORSEMENT ON BEHALF OF THE GOVERNMENT:

M. Akmuradov, Minister of Nature Protection Date: *April 29, 2005*

This proposal has been prepared in accordance with GEF policies and procedures and meets the standards of the GEF Project Review Criteria for PDF Block A approval.

Frank Pinto
UNDP/GEF Executive Coordinator
Date: 27 June 2005

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1. Global Significance and Problem Statement

The territory of Turkmenistan belongs to the inland basin of the Aral and Caspian seas. It is a part of the geographical zone of extra-tropical deserts in the northern hemisphere. The desert of Karakum occupies about 80% of the whole territory; mountains occupy the rest 20% of the surface. High deficiency of surface water sources combined with sharply continental climate underlie the high degree of aridity of the country's territory. The aridity coefficient varies from 2 to 7. This indicates that Turkmenistan is in the zone of the greatest risk of desertification. Strong droughts often occur in Turkmenistan, their probability totals 50-75%.

Turkmenistan's environmental problems are largely the outcomes of the command-and-control policy of the past and poor strategic approach which places heavy emphasis on intensive agriculture and industrial development without paying attention to their environmental implications. The priority environmental problems in the country are pollution of ground-water and surface water sources and the soil deterioration due to inappropriate agricultural practices.

Anthropogenic factors are the direct causes of desertification. Degradation of vegetation caused by overgrazing and collection fuel wood is the most severe factor of desertification, which threatens 75% of the land. Wind and water erosion are another types of degradation and affect respectively 1.7% and 1.4% of. Salinization of irrigated lands caused by inappropriate agricultural practices covers 8.3% of the country's territory; salinization of soil caused by lowering of the Aral Sea level occupies 3.0% of the land. Swamping of pastures caused by the pure drainage systems affects 1.5% of the land. The technogenic type of desertification is the weakest and affects 0.2% of the country. In total, 91% of the lands used or potentially suitable for use are degraded at different rate.

Apart of poor technical basis, there is lack of cooperation between the environmental stakeholders and lack of coherence between the environmental programs, plans and initiatives.

2. Project Linkage to National Priorities, Action Plan and Programmes and CP/GCF/RCF, CCA and UNDAF situation analysis.

National Program "Strategy of Economic, Political and Cultural Development of Turkmenistan till the year 2020" (2003) stipulates among others the long-term ecological policy in the country. According to the National Program, the mid- and long-term measures on national economic development will be base on the environment-friendly strategies.

Code on Land (2004) and *Code on Water* (2004) are the main legal instrument for management of principal natural resources in the country. Recently adopted Code of Land clearly stipulates the obligations of private and collective land users to manage the land resources rationally, to carry out land amelioration measures, and to prevent the development of desertification processes. Code of Land sets up the certain legal requirements for the structures responsible for state control on land use and land monitoring.

National Environmental Action Plan of the President of Turkmenistan (NEAP, 2002) is overarching document for all environmental initiatives in the country and is a guiding document for the ministries, permitting authorities, enterprises of all form of ownership in implementation of the state environmental policy, securing of rational use of natural resources. As one of the legal and institutional priority measures proposed in NEAP is a prevention of land degradation which envisage the harmonization of legislation, the implementation of anti-erosion measures, the introduction of the technologies for desert land development, the restoration of degraded forests and pasture lands, and application of alternative methods of irrigation. Institutional capacity building and environmental management and monitoring are also brought by NEAP as the underlying measurements for achieving the priority objectives.

The National Action Plan to Combat Desertification in Turkmenistan (1996) describes the scope and nature of desertification problems in the country, set ups the priorities in anti-desertification activities.

Sub-Regional Action Program to Combat Desertification in Central Asia (2003) identifies the cross-border interests in environmental protection in the region. The priority field of action and expertise available in each country are also presented in SRAP-CD.

The Central Asian Countries Initiatives on Land Management (CACILM, 2004) is a framework document which offers a long-term, programmatic, comprehensive and integrated approach to addressing land degradation in the region. Objectives of CACILM is to facilitate the mainstreaming of sustainable land management into national development planning processes, encourage the adoption of an integrated approach to natural resource management, build synergies between the environment and other sectors of the economy. As one of the problem statement articulated in CACILM is a weak approach to NAP design in all Central Asian Countries.

3. Stakeholders and Beneficiaries involved in Project

Involvement of stakeholders is an essential element for the project. In the process of the NAPCD review, the equal participation of stakeholders at international, national and local levels should be secured.

At the international level project will cooperate with:

- i) UNCCD Secretariat (SRAP)
- ii) UNCCD Focal Points in Central Asia
- iii) UNDP, SPA (CACILM)

National level will be represented by:

- iv) regulatory structures, such as Ministry of Environment, Ministry of Agriculture, Ministry of Water Economy,
- v) scientific institutions, such as National Institute of Deserts, Flora and Fauna, Institute of Livestock, National Institute of Statistics,
- vi) non-governmental organizations and their branches at the local level,
- vii) Focal Points of UN CBD, UNFCCC, National Center of NEAP
- viii) UNDP in Turkmenistan

Local level representation will include:

- i) Velayat (Regional) and Etrap (Provincial) authorities,

- ii) Archynlyck (Farm Association administration), Gengeshlik (self-governing body in Farm Association),
- iii) community based organizations in the villages,
- iv) various target groups of local population.

To make this structure work in a participatory way, commitments of the stakeholders to cooperate in both directions, bottom-up and top-down, should be achieved. The part of targeted cooperation will be a cross-sectoral integration between relevant ministries and other institutions which will be achieved by promotion of setting up the strong communication channels between them, going beyond the project duration. Definition of areas of common interests and responsibilities will help to consolidate strategic efforts and financial assistance in cross-cutting problems.

4. Rationale for GEF Involvement and Fit with GEF Operational Programmes and Strategic Priorities

The project is a part of GEF's Strategic Priority 1 "Capacity Building". The process of the NAP review will aim at creating enabling environment in the country for further coordinated and harmonized actions to combat land degradation. The project's outcomes are consistent with expected outcomes of the OP15 and its Strategic Priority on Capacity Building as presented in Table 2 below:

Table2. Consistence of project's outcomes with GEF priorities

OP 15 outcomes	Project's outcomes
The policy, regulatory and economic incentives framework is strengthened	<ul style="list-style-type: none"> ▪ cooperation and communication between governmental and civil structures at all levels to address NAP strategy is set up ▪ mainstreaming of NAP's strategy and priorities into the national development framework is supported through the strong governmental stakeholders involvement into the process of NAP revision
Institutional and human resources capacity is strengthened	<ul style="list-style-type: none"> ▪ immediate and long-term capacity needs to improve sustainable land use management are identified, ▪ potential of stakeholders, both institutions and individuals, is strengthened ▪ role and potential UNCCD Focal Point by is strengthened

5. Expected Goal, Objectives and Outcomes of Final Project and Relevance to Outcomes of CPD and UNDAF

The *Development Objective* is to overcome the existing policy inconsistencies and disconnect between the policy framework for land management and actual needs of land-users by initiating

participatory dialogue with involvement of the key line ministries, local government and local land users. The main policy document that sets the framework and identifies the priorities in the management of land resources is the National Action Programme for UNCCD implementation.

By initiating the multi-stakeholder dialogue the key policy, legislative and capacity gaps will be identified and agreed upon through the participatory process. The project will achieve coherent policy formulation for sustainable land management in Turkmenistan, pilot and test participatory decision making mechanisms and develop the key needed capacities for strategic planning, implementation and monitoring.

The project's objectives are strongly relevant to the UNDP programming framework that is capacity development activities at the national, local, and grass roots level. In its Country Program Document for the period 2005-2009 UNDP CO has drawn particular attention to the issue of sustainable land management. Thus, one of the outcomes of the document promotes improved practices to sustainable land and integrated watershed management in remote and environmentally degraded national priority areas.

The *Specific Objectives* of the MSP project are the following:

1. To catalyze the work of the stakeholders involved in management of land resources through relevant capacity building activities.
2. To test Land Use Planning techniques on the pilot sites to draw the lessons and to replicate it in other region of the country.
3. To improve information management in both state-driven and community-based actions in land conservation in order to link up the national initiatives and facilitate the open access to regional and international experience.

Expected project outcomes – to be further refined during PDF A – are as follows:

Outcome 1. Enabling policy and regulation environment for UNCCD implementation in Turkmenistan is created. Stronger participation of all stakeholders in land conservation activities will be ensured through catalyzing the potential of the institutions and improved communication and information flow between the stakeholders. The mechanism to achieve coherent and effective stakeholders participation and partnership will be build on the catalyzing the existing national structures and programs involved in sustainable management of natural resources.

Outcome 2. Capacity of stakeholders is increased through appropriate capacity building activities. Capacity building for stakeholders at the local and national levels will aim at improving or transferring the knowledge in integrated land use planning, innovative and alternative land management know-how and system planning. The strengthening of human and institutional capacity of the UNCCD NFP in Turkmenistan will be one of the activities under the Outcome 2, as the NFP is a main coordinating body of any initiatives related to land degradation in Turkmenistan. Popularization of newly adopted Code on Land (2004) for local administration as well as for land users will be integrated into capacity building activities. The activities under Outcome 2 will benefit from the process and results of the NCSA project in Turkmenistan as well as the activities of the Sub-regional Training Program for Central Asian countries within the framework of the SRAP –CD of the UNCCD which launches its activities in April 2005.

Outcome 3. Integrated land use planning (LUP) is applied in the framework pilot activities. Development of LUP will be tested within a specific administration unit and geographic locality. The mechanism of the stakeholders' identification and empowerment through capacity building activities in order to address the sustainable land management will be tested, recorded and proposed for replication in other regions of the country. The process and results of LUP will be used while working on updating of the NAP.

Outcome 4. The revised National Action Programme to Combat Desertification in Turkmenistan is available. During the preparation stage efforts will be made to allocate additional non-GEF resources to cover the cost of the National Action Programme of Turkmenistan. The NAP will be updated as a result of consultation, advising mechanism with all stakeholders concerned. Besides, of identifying "hot spots" for desertification control, the NAP will outline the strategic approach in desertification combat which will go in line with existing national development programs such as, the National Environmental Action Plan (2002) and the national program "Strategy of Economic, Political and Cultural Development of Turkmenistan till the year 2020" (2003) in order to facilitate mainstreaming of the NAP's priorities into the national development strategies.

Outcome 5. Information exchange and replication of good land conservation practices is enabled. For better information flow the capacity of existing structures involved in management of land resources will be strengthened in order to produce high-quality documents according to the needs of their users. Improved information management will contribute to dissemination of best practices in land conservation over the country.

6. Description of Preparatory Inception Stage

6.1 Expected Outcomes and Completion Date of PDF A project

The PDF A block will be used to prepare in greater detail the objectives, activities and budget for the medium-sized project. The PDF A stage will produce the following outputs:

Establishment of project preparation and coordination arrangements

One of the main objectives of PDF-A is to establish a strong project team consisting of Project Coordinator and Coordinators' Assistant and the number of principal National Experts who will be recruited to undertake a framework review for PDF-A. During the PDF-A the national experts should be regularly trained in methodology of the medium-sized project (participatory approach, strategic planning, land use planning techniques, project management, information exchange visits, etc) in order to have a competent project team, which will be able to manage the MSP activities. Coordination and oversight mechanism will be thought out and agreed with all stakeholders.

Baseline assessment, information collection and consultations

A team of national experts will undertake a review of the country situation, validate and complement existing technical and institutional information and initiate a broad-based consultation process. International expert will draft Terms of Reference and facilitate a mini-workshop for national experts to introduce methodology of information collection and baseline analysis. National experts will also

undertake a detailed review of ongoing/planned programs by various national and international agencies and identification of possible contributors/donors to the project. The letter of intent, memorandum of understanding or other coordination frameworks will be initiated with other donor agencies, as appropriate.

Stakeholder Analysis

The project will undertake a detailed stakeholder analysis and produce a matrix identifying a list of government and non-government entities, community-based organizations and other concerned groups with their area of interests and possible roles in the project implementation. Based on the findings of the Stakeholder Analysis, composition and Terms of References of the Steering Committee will be drafted.

Identification of the project demonstration sites and design of pilot activity framework:

The three demonstration sites in three typical agro-ecological zones will be identified. During the preliminary consultations three areas have been provisionally observed: Yerbent in a desert area, Nohur in mountainous area, and Sakar-chaga in irrigation oasis. The sites will be re-confirmed through wide consultations with all stakeholders including the key donors in the country. The pilot activity framework will be developed with particular focus on planning, institutional and financial mechanisms as well as practical approaches to sustainable land management (focusing on farming practices and pasture management). During the planning phase the national experts of the project will consults with on-going GTZ-CCD/NIDFF Project “Combating Land Degradation in Three Regions of Turkmenistan”.

Support to consultation process for the NAP preparation

UNDP CO co-financing will be utilized for analysis of the NAP in order to identify the weaknesses in methodology and the scope of technical and statistical information to be updated to draw the recommendation for MSP. During PDF-A activities will be coordinated with NAP coordinating units to have insight in the process of NAP formulation and current implementation. Number of workshops and consultation meetings will be organized. It will enable the PDF –A project in assisting the formulation of NAP by supporting consultation process and ensuring cross-sectoral dialogue and the extensive outreach to the farmers and other land users.

Preparation of MSP document

A Medium size GEF project document on Sustainable Land Management will be formulated through a consultative process. The team of national and international consultants will carry out baseline assessment of current situation and calculation of incremental costs and will finalize Medium size Project document that falls under GEF Operational program 15.

Total Cost of PDF A (including co-financing amounts and sources)

Main Outputs	GEF	UNDP	Completion time
	US\$	US\$	months
PPU	7,140		7
Baseline assessment, information collection, consultation	3,860	1800	4
Preparation of Capacity Building component	3,000	2700	3
NAPs review and analysis		2500	3
Preparation of SML 2 component	3,000	2200	2
Preparation of the MSP	5,000	2800	3
National Workshops (2), seminars, meetings, publications	3,000	3000	2
TOTAL	25,000	15000	40,000.00

7 Total Workplan and Budget

TOTAL PROJECT WORKPLAN AND BUDGET							
Award ID:PIMS 3188 LD PDF A: CB and Investments for SLM							
Award Title:							
Project ID:							
Project Title: PIMS 3188 LD PDF A: CB and Investments for SLM							
Executing Agency:							
GEF Outcome/Atlas Activity	Responsible Party	Source of Funds	Atlas Code	ERP/ATLAS Budget Description/Input	Amount (USD) Year 1	Total (USD)	
OUTCOME: Medium Size Project	MNP	GEF	71300	Local Consultants	7,140	7,140	
		GEF	71200	Intern Consultant	10,000	10,000	
		GEF	72200	Equipment	5,900	5,900	
		GEF	73100	Rental and maintenance	1,960	1,960	
	MNP	UNDP	71300	Local Consultants	10,000	11,500	
		UNDP	74500	Miscellaneous	5,000	3,500	
	Subtotal					40,000	
	TOTAL						40,000

Project timetable

Activity/month	1	2	3	4	5	6	7
PPU							
Baseline assessment, information collection, consultation							
NAPs review and analysis							
Preparation of SML 2 component							
Preparation of Capacity Building component							
Preparation of the MSP							
National Workshops (2), seminars, meetings, publications							
International travel							

8 Management Arrangements

8.1 Roles and Responsibilities of the Parties, including financial and administrative modalities

The project should seek and rely on support of existing structures for more effective consultation, participation and mainstreaming process.

State Commission (SC) on Obligations of Turkmenistan under UN Environmental conventions and programs was established according to the presidential decree in 1999 and has a role of coordinating the realization and mainstreaming of the environmental conventions and programs. Each convention and program is represented by one Working Group. SC and the Working Groups on UNCCD under SC will play important role in the project as both of the structures will serve as a direct and effective channel for information flow to the principal stakeholders that will help their support and participation in the activities of the project. Meeting of SC could be used as a participatory monitoring mechanism to ensure commitment of each stakeholder.

Working Group on Partnership Development and UNCCD Realization was established by proposal of Tashkent Forum in 2003 to act as instrument for regular and complex dialogue between the countries of Central Asia and external partners. National Working Group on Partnership Development will provide political support to the project and serve as a connector between the national and international levels and will facilitate the sub-regional information exchange.

National Focal Point of the UNCCD is a coordinating body of the initiatives running under the UNCCD in Turkmenistan and is responsible for monitoring of the NAP implementation. Dr. Muhamet Durikov was nominated by the government of Turkmenistan as a National Coordinator of the UNCCD since 1999. The National Coordinator presents regularly to the UNCCD Secretariat the national reports on NAP implementation. NFP will facilitate the coordination of the project with other projects' initiatives. NFP will be a direct executor of the project, will provide a conceptual input for PDF-A, select and develop TORs for national consultants jointly with the international consultant.

National Institute of Deserts, Flora and Fauna (NIDFF) is a National Coordinating Body of the NAP and hosting organization for NFP UNCCD. NIDFF is a scientific institute, which will provide a technical input in the framework of the project. Presently, Dr. Paltamed Esenov is an Acting Director of the institute.

Ministry of Nature Protection of Turkmenistan is a highest executive body in environmental protection in the country and undertakes a state control over the implementation of laws, decisions of Parliament, and other governmental acts. The ministry has overall control under UN environmental conventions and programs ratified by Turkmenistan. The State Committee on observance of implementation of obligations of the country under UN environmental conventions and programs is functioning under the Ministry of Nature Protection. Presently, Dr. Makhtumkuli Akmuradov is a Minister of Nature Protection in Turkmenistan.

A National Project Coordinator (NPC) will be appointed by the Government of Turkmenistan. He/she will be responsible for the overall management, coordination and monitoring of the Project activities among concern parties and successful implementation of the project. The appointment of the NPC will be on an honorary basis and no fee will be paid from Project Budget.

The project staff will consist of a Project Manager and Project Assistant. A Project Manager will coordinate project activities on a day-to-day basis in close cooperation with the UNDP National Programme Officer. In addition he/she will work in a close cooperation with the National Coordinator of the UNCCD who in its turn will secure the connection of the project with the Working Group under SC and the Working Group on Partnership Development.

Experts and consultants: National specialists and experts will be recruited by the project to undertake the research and analytical work required

The UNDP Country office will provide specific implementation support services to this nationally executed project in line with the Guidelines for Operational Support Services of UNDP and in accordance with the corresponding approved budget.

8.1.1 Information on Applicant Institution

National Institute of Deserts, Flora and Fauna (NIDFF)

In 1997, by the Decree of the President of Turkmenistan and with the aim of further perfecting of management of science and fostering a radical improvement in the training of skilled scientific manpower, the Institute of Botany, Institute of Zoology and Institute of Deserts was dismantled and the National Institute of Deserts, Flora and Fauna of the Ministry of Nature Protection of Turkmenistan (NIDFF) was created. From this moment - the moment of reorganization of the Institute - in a mode of functioning and research activity of the Institute the radical changes have intervened.

At the national level, the Institute co-ordinates research and applications in the field of biological resources and environment protection. The scientific base of the Institute includes eight departments and an administrative and managerial group:

- Department of Monitoring of Desertification and Remote Sensing. Estimation of water, land, plant resources of the desert and their monitoring.

- Department of Forests and Pastures. Study of wild fruit-trees and elaboration of methods of their usage in a national economy. Assessment of forest and pastoral resources of the desert and development of the methods of their improvement.
- Department of Afforestation and Sands Fixation. Observance of the correctness of the sand fixation and afforestation methods along the railways “Ashgabat-Dashoguz-Ashgabat”.
- Department of Higher Plants. Wild useful plants of the Central Kopetdag.
- Department of Plant Ecology and Cytoecology. Usage of lower plants as forage and indicator for water quality.
- Department of the Vertebrate. Investigation of fauna of the vertebrate resource kinds, their ecology, change of number and rational usage. Rare endangered species.
- Department of the Invertebrate. Study of biodiversity of insects of natural and artificial ecosystems of Turkmenistan and development of control methods of harmful species.
- Department of Extra-Preserved Natural Territories. Research of natural peculiarities of Turkmenistan reserves and study of question of their biodiversity preservation.

At present, the Institute’s staff consists of 101 persons. Of these, 54 are research fellows, 28 are engineering personnel, and 19 are administrative staff. The Institute counts in total 6 Doctors of Sciences and 34 Candidates of Sciences.

Expert group of Geo-Information System is functioning at the Institute providing with maps model. Editorial office of the scientific-practical journal “Problems of Deserts Development” is responsible for quarterly publishing of the journal.

State Commission (SC) and Working Group on UNCCD

The SC is an inter-agency body for coordination, management, dissemination of information and control over the fulfillment of commitments arising from the conventions. The following representatives of state ministries and agencies compose the structure of SC:

- Vice-Chairmen of Turkmenistan Cabinet of Minister (Chairmen of SC),
- Minister of Nature Protection (Vice Chairmen of SC),
- Vice-Minister of Nature Protection,
- Deputy Director of National Institute of State Statistics and Information,
- Ministry of Justice,
- Chairmen of State Agency on Caspian Sea,
- Chairmen of National Committee on Hydrometeorology,
- Vice-Chairmen of State Corporation “Turkmen Geology”,
- Vice-Minister of Water Economy,
- Vice-Minister of Energy Supply and Industry,
- Vice-Chairmen of State Custom House,
- Chief Engineer of Railways Administration “Turkmen demiryollary”,
- Deputy of a Head of National Airlines Administration “Turkmen howayollary”,
- Vice-Minister of Defense,
- Vice-Minister of Health and Medical Industry,
- Vice of Chairmen of State Concern of highways “Turkmen avtoyollary”,
- Director of the National Institute of Deserts, Flora and Fauna,

- Vice Minister of Economy and Finance,
- Deputy of a Head of Main State Service “Turkmen Standards”,
- Vice Minister of International Affairs.

SC composes 8 Working Groups and Secretariat. Each of the group is dealing with the particular UN convention or program. They are:

- National Center on NEAP Realization,
- CCD,
- CBD,
- FCCC,
- Basel Convention,
- Aarhus Convention,
- Montreal Protocol,
- Caspian Environmental Program.

Each Working Group is coordinated by the National Coordinator of UN conventions and programs and composed of the team of technical inter-disciplinary experts in particular convention or program. Each Working Group is supervised by one member of SC. The members of SC meet twice a year to hear the progress reports of the Coordinators of each Working Groups. During the hearing the problems are discussed and the decisions are made. The decision of SC meeting is obligatory for realization by the ministries, organizations and agencies of Turkmenistan.

Working Group on Partnership Development and UNCCD

Institutional composition of the Working Group is done in the way to ensure the equal dialogue between all partners and presents itself the team of national partners (key governmental officials in the related fields, UNCCD National Coordinator, local authorities, civil society and private sector) and international bilateral and multi-lateral partners (ADB, GEF, WB, UNEP, IFAD, UNDP, ICARDA, GM, Secretariat UNCCD). Turkmenistan National Working Group on Partnership Development was composed a short after the Tashkent Forum and includes the following members:

- Director of the National Institute of Deserts, Flora and Fauna (Head of the WG)
- Minister of Nature Protection, Focal Point GEF,
- Focal Point UNCCD
- Vice-Minister of Agriculture
- Vice-Minister of Water Economy
- Head of the International Department of the Ministry of Foreign Affairs
- Representative of the Ministry of Economy and Finance
- Representative of the “Turkmenmillihasabat” –Turkmen National Statistic
- Chairmen of the NGO “Society of Nature Protection”
- UNDP Turkmenistan, GEF Project Analyst
- Regional Coordinator of GTZ-CCD in Central Asia
- First Secretary of Canadian Agency on International Development in Central Asia
- Regional Environmental Management Officer, Global Mechanism of the UNCCD

Ministry of Nature Protection

MNP is responsible for realization of the National Environmental Action Plan of Turkmenistan and has functions of state control over the realization by the ministries, organizations as well as the citizens the resolutions and decisions of the Parliament, Cabinet of Ministers and President. The MNP is responsible for protection and conservation of ecological ecosystems, rational use of natural resources, as well as for observance of nature protection laws.

9 Monitoring and Evaluation

Project monitoring and evaluation will be conducted in accordance with established UNDP and GEF procedures and will be provided by the project team and the UNDP Country Office (UNDP-CO) with support from UNDP/GEF.

Short reports outlining main updates in project progress will be provided quarterly to the local UNDP Country Office and the UNDP-GEF regional office by the project team.

10 Legal Context

This Project Document shall be the instrument referred to as such in Article I of the Standard Basic Assistance Agreement between the Government of Turkmenistan and the United Nations Development Programme signed on in 1993. The host country implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government co-operating agency described in that Agreement.

UNDP acts in this Project as Implementing Agency of the Global Environment Facility (GEF), and all rights and privileges pertaining to UNDP as per the terms of the SBAA shall be extended mutatis mutandis to GEF.

The UNDP Resident Representative in Turkmenistan is authorized to effect in writing the following types of revision to this Project Document, provided that he/she has verified the agreement thereto by the UNDP-GEF Unit and is assured that the other signatories to the Project Document have no objection to the proposed changes:

- a) Revision of, or addition to, any of the annexes to the Project Document;
- b) Revisions which do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the rearrangement of the inputs already agreed to or by cost increases due to inflation;
- c) Mandatory annual revisions which re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility; and
- d) Inclusion of additional annexes and attachments only as set out here in this Project Document

SIGNATURE PAGE

Country: Turkmenistan

UNDAF Outcome(s)/Indicator(s):

By the end of 2009 a comprehensive approach to environmentally sustainable principles and practices is integrated into policies at all levels and into community development to improve social well-being

Expected Outcome(s)/Indicator (s):

Outcome 1. Farmers and farm staff in remote and environmentally degraded national priority areas are able to practice sustainable land use and integrated watershed management

Implementing partner:

National Institute of Deserts, Flora and Fauna of Turkmenistan

(designated institution/Executing agency)

Other Partners:

(formerly implementing agencies)

Ministry of Nature Protection

Programme Period: 7 months
Programme Component: _____
Project Title: Capacity Building and On-the-Ground
Investments for Integrated and Sustainable Land Management
Project ID: __PIMS 3188__
Project Duration: 7 months
Management Arrangement: National Execution

Budget	USD 40,000
Allocated resources:	_____
• Government	_____
• Regular	USD 15,000
• Other:	_____
○ Donor – GEF	25,000
○ Donor	_____
○ Donor	_____

Name

Date

Agreed by Government of Turkmenistan:

Agreed by (Implementing partner/Executing agency):

National Institute of Deserts, Flora and Fauna _____

Agreed by (UNDP): _____

Annex 1 . Terms of Reference for Project Manager and Project Assistant

Project Manager

The Project Manager (PM) assumes overall responsibility for the successful implementation of project activities and the achievement of planned project outputs. The Project Manager reports to the executing agency and UNDP. He/she oversees the day-to-day implementation of the project and is in charge of the Project Preparation Unit.

The PM works closely with the executing agency, the UNDP Country Office, and the National Focal Point for the UNCCD.

Duties and responsibilities of the Project Manager are:

- Ensure timely and effective transformation of project inputs into project outputs;
- Be responsible for the daily management of the project – both organizational and substantive matters;
- Ensure adequate information flow, discussions and feedback among the various stakeholders;
- Act as head of the Project Preparation Unit and supervise the work of all PPU staff and national experts;
- Prepare detailed monthly project work plans and monitor their observance;
- Ensure the timely execution of assignments undertaken by the national consultants and other sub-contractors;
- Organize and coordinate the procurement of services and goods under the project;
- Prepare project progress reports requested by the Executing Agency and UNDP;
- Facilitate the timely hiring of national consultants and subcontractors and draft their terms of reference;
- Participate in the identification and selection of project personnel and consultants, in coordination with the executing agency and UNDP;
- Draft specifications for equipment, supplies, goods to be procured under the project;
- Guide the work of consultants and subcontractors and oversee compliance with the agreed work plan;
- Facilitate the brainstorming and cooperation within and among the project's working groups, the various project consultants and stakeholders in order to achieve a holistic approach;
- Maintain regular contact with the UNDP Country Office, the National GEF Focal Point, the UNCCD Focal Point, on project implementation issues of their respective competence;
- Conduct consultations with project stakeholders at the national, regional, and local level, including but not limited to stakeholders surveys and workshops;
- Ensure appropriate stakeholder participation in the project's activities;
- Participate in all project workshops;
- Assume overall responsibility for the proper handling of logistics related to all project workshops and events;
- Monitor the expenditures, commitments and balance of funds under the project budget lines, and draft project budget revisions;

- Assume overall responsibility for the reporting of funds and the related record keeping.

Qualifications and skills

- Minimum Masters Degree in the field of environment protection and management, sustainable human development or related;
- Outstanding communication, project management and organizational skills.
- At least 5 years of experience in development cooperation and project management.
- Familiarity with the working environment and professional standards of international organizations.
- Working experience with the national institutions involved in land degradation.
- Experience in working with the civil society and with participatory approaches.
- Computer literacy. Knowledge of English will be an asset.

Project Assistant

The Project Assistant (PA) assists the Project Manager in the project's day-to-day activities. The PA is responsible for all administrative (contractual, organizational and logistical) and all accounting (disbursements, record-keeping, cash management) matters. The Project Assistant (PA) works under the direct supervision of the Project Manager.

Duties and responsibilities of the Project Assistant are:

- Organize all project- initiated events (workshops, working group meetings, stakeholder consultations, etc.)
- Compile and/or prepare the documentation necessary for the procurement of services, goods and supplies under the project;
- Prepare disbursements from the project account;
- Prepare the project's Financial Reports as required by UNDP/NEX guidelines;
- Maintain the project's files and payments supporting documentation in impeccable order;
- Maintain the project's disbursement ledger and journal;
- Effect project bank account reconciliation and liaise with the bank;
- Provide logistical support to the Project Manager and project consultants, as required;
- Ensure that financial and reporting requirements of UNDP and the national legislation, where relevant, are adhered to;
- Ensure timely disbursements of funds from the project bank account;
- Draft quarterly cash flow projections based on the agreed project work plan;
- Provide general administrative support to ensure the smooth running of the PPU;
- Draft correspondence and documents; finalize correspondence of administrative nature; edit reports and other documents for correctness of form and content;
- Provide oral interpretation and written translation as required;
- Act on telephone inquiries, fax, post and e-mail transmissions, and co-ordinate appointments;
- Arrange duty travel;
- Perform any other administrative/financial duties as requested by the Project Manager;

Qualifications and skills

University degree required (Business Administration preferred).

Fluency in written and spoken English and Azeri.

Excellent computer literacy (Word, Excel, Internet, PowerPoint).

Excellent time-management, organizational and inter-personal skills.

Previous work on international projects would be an asset.

ANNEX 2 : Endorsement letter

**TÜRKMENISTANYŇ
TEBIGATY GORAMAK
MINISTRIGI**

Aşgabat şäheri, Kemine köçesi 102
tel: (993 12) 35-43-17
fax: (993 12) 51-16-13



**MINISTRY OF
NATURE PROTECTION
OF TURKMENISTAN**

102, Kemine street, 744000 Ashgabat
phone: (993 12) 35-43-17
fax: (993 12) 51-16-13

29.04.05 № 618/01

Dear Mr. Frank Pinto

Subject: UNDP/GEF PDF A Project Proposal “Capacity Building and On-the-Ground Investments for Integrated and Sustainable Land Management” (Turkmenistan)

In connection with the forthcoming submission of the above mentioned project for approval by GEF, I would like to confirm, that in accordance with the procedures after thorough review by specialists of the Ministry, we are fully supporting this proposal at present time and do not have any further comments and suggestions.

We give a high importance to the Project as it will facilitate the increase of capacity of national stakeholders involved in land resource management and harmonize the efforts in achieving sustainable management of land resources.

We look forward to your kind cooperation in this matter.

Sincerely,

**Minister
o/b GEF National focal
point for Turkmenistan**

A handwritten signature in blue ink, appearing to read 'Akmuradov'.

Akmuradov M. K.

ANNEX 3: UNCCD focal point's endorsement letter

TÜRKMENISTANYN TEBIGATY
GORAMAK MINISTRLOGI

ÇÖLLER, ÖSÜMLİK WE HAYWANAT
DÜNYASI MILLI INSTITUTY



MINISTRY OF NATURE
PROTECTION OF TURKMENISTAN

NATIONAL INSTITUTE OF DESERTS,
FLORA & FAUNA

744000, Ashgabat, 15, Bitarap Turkmenistan
" 15 " 06 2005ý.

Phone: (993 12) 357298, Fax: 396408
E-mail: durikov@online.tm

To: Mr. Khaled Philby
UNDP Resident Representative

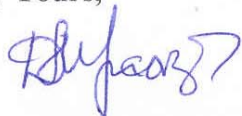
Dear Mr. Khaled Philby,

In my capacity of the National Focal Point of the UNCCD of Turkmenistan I would like to inform you that I have reviewed the GEF/ UNDP Project "Capacity Building and On-the-Ground Investments for Integrated and Sustainable Land Management" and fully support its implementation in Turkmenistan.

The GEF/ UNDP Project "Capacity Building and On-the-Ground Investments for Integrated and Sustainable Land Management" which is a part of GEF envelope to be submitted through Central Asian Countries Initiative on Land Management is an important initiative to fill up the capacity gaps in the field of sustainable land management in the country.

Kindly accept my gratitude for our cooperation in addressing environmental problems in Turkmenistan.

Sincerely Yours,



Dr. Muhamet Durikov
National Focal Point of the UNCCD
in Turkmenistan