**Seventh Six-month progress report for project**

**Establishment OF SOLID Waste Management System in the City of Kirkuk**

# REPORT COVER PAGE

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| Participating UN Organization: |  | Cluster: |
| UNOPSUnited Nations Office for Project Services  |  | Cluster DHealth and Nutrition |

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| Project No. and Project Title: |  | Report Number:  |
| D2-12Establishment of Solid Waste Management System in the City of Kirkuk |  |  |

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| Reporting Period:  |  | Project Budget [and revision if applicable]: |
| 1 July – 31 December 2007  |  | **USD 3,400,056.00**Phase I / USD 2,000,000.00Phase II / USD 1,400,056.00  |

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| List Implementing Partners: |  | Geographic Coverage/Scope: |
| Ministry of Municipalities and Public WorksMunicipality of KirkukKirkuk Governor’s OfficeDepartment of Health / Kirkuk |  | City of KirkukUrban Boundaries of the Municipality of Kirkuk |

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| Abbreviations and acronyms: |  | Project Status: Duration/Closed Project/Timeline Extension: |
| **MoMPW**Ministry of Municipalities and Public Works**MoK**Municipality of Kirkuk |  | **9 months** Phase I / 6 Months / May to October 2006 (Phase II / extended to June 30th 2008- per request filed (in June 07), but not processed. |

# NARRATIVE REPORT FORMAT

# Purpose

* 1. **1.1 Provide the main objectives, outcomes, outputs of the programme/project**
	2. In close cooperation with the Ministry of Municipalities and Public Works, and in direct coordination with the Kirkuk Governor’s Office, the project supports the Municipality of Kirkuk in order to:
	3. • Remove the piles of garbage and rubble accumulated within the city boundaries.
	4. • Establish a proper and effective system for waste management system in the city of Kirkuk.
	5. • Increase employment opportunities through provision of short-term employment opportunities to vulnerable unemployed people.
	6. • Build capacity of the local government to effectively manage garbage collection and disposal.
	7. **1.2 Explain how the programme/project is relevant to the following benchmarks:**

**UN Assistance Strategy for Iraq, Iraqi National Development Strategy**

The Iraq Living Conditions Survey (ILCS) indicated a serious deterioration in both access to and quality of water and sanitation infrastructure evidenced by declines in most basic indicators. The deterioration has been rather severe in the solid waste collection and disposal services. Littered streets, garbage spilling over in vacant plots and crude dumping sites present on the outskirts of urban areas are a clear pointer in that direction.

The expected project outcomes are in line with UN Assistance Strategy to Iraq and in full support of the Iraqi National Development Strategy as it endeavours to reach the pre- 2003 service levels.

The project contributes to:

* UN Cluster A (Agriculture, Natural Resources and Environment), and
* UN Cluster D (Health and Nutrition) coordinated objectives to enhance environmental sustainability and public health conditions, by reducing the immediate health risks to population of Kirkuk caused by the piles of garbage and rubble accumulated within the city boundaries, and promoting a healthier environment by establishing a sustainable garbage management system for the Kirkuk Municipality along with integrated awareness raising among the Kirkuk population.
* UN Cluster C (Governance and Human Development) objectives to enhance Institutional capacities and promote employment and income generation opportunities across all sectors of society, by providing technical, operational and management support to the Municipality of Kirkuk, as well as solid waste management training for key selected officials from all involved institutions, and by supporting public work schemes on garbage collection activities, envisaging the job creation, training and partial retention by the public sector, in particular the Municipality of Kirkuk.
* Cluster E (Infrastructure and Rehabilitation) objective to rehabilitate basic infrastructural services by improving the scope, capacity and quality of the services provided by the Municipality of Kirkuk regarding the solid waste management cycle.

*UN Millennium Development Goals,*

MDG no. 7 “Ensure Environmental Sustainability”

MDG no. 4 “Reduce Child Mortality”, by reducing water beds contamination, therefore improving access to clean water and consequently enhancing the general health condition of the population.

MDG no. 1 “Eradicate Extreme Poverty and Hunger”, by promoting and supporting the creation of employment, providing income generation opportunities, in particular to vulnerable groups.

* Joint Needs Assessment ,

**1.3 Indicate the main implementing partners, their roles and responsibilities, and their interaction with the Agency**

**Institutional partners on behalf of the Government of Iraq:**

Ministry of Municipalities and Public Works (MoMPW), Municipality of Kirkuk (MoK), Kirkuk Governor’s Office, Kirkuk Department of Health, Kirkuk Department of Education

**Agreed roles and responsibilities:**

* **UNOPS** / Executing UN Agency responsible for the overall project management cycle, including technical and financial management, technical guidance and assistance, and coordinated monitoring and supervision.
* Responsible for the provision and management of funds for removal of accumulated garbage and rubble piles, garbage collection, disposal and treatment activities.
* Responsible for the provision of garbage collection, disposal and treatment equipment.
* Responsible for the provision of waste management training courses envisaging the preparation of pilot Solid Waste Management Plan for Kirkuk City.
* Responsible for the provision and management of comprehensive awareness campaigns.
* **MoMPW** / Through its Directorate in Kirkuk, will be involved in project monitoring and verification process.
* **Kirkuk Governor’s Office** / UNOPS official Interlocutor responsible for institutional coordination with Municipality of Kirkuk, Kirkuk Department of Health, Kirkuk Department of Education, and financial endorsement of services for garbage collection activities being provided by the MoK Services Department.
* **Municipality of Kirkuk (MoK) / Services Department** / UNOPS main implementation partner. With the technical support and in close coordination with UNOPS, the MoK was responsible to conduct the needs assessment and mapping of city sectors (indicators of quantities and sort of domestic and industrial solid waste accumulated and produced by sector and site), and for the subsequent development of the required tools (required human resources and equipment, and respective personnel and fleet management plans) that constitute the core garbage collection framework sustaining the on-going activities.
* Responsible to sustain the data collection and information management regarding the solid waste generated, collected, dumped and treated.
* Responsible for the enrolment, mobilization and management of labour force and equipment for removal of accumulated garbage and rubble piles, garbage collection, disposal and treatment activities.
* Responsible for the development of management tools and required pilot solid waste management plan for Kirkuk city.
* **Kirkuk Department of Health / Kirkuk Department of Education** / In close cooperation with UNOPS health awareness specialist, the departments are responsible for implementing the awareness campaigns.

***Interaction:***

The Municipality of Kirkuk (MoK) is directly responsible for selecting, hiring and assigning labour and equipment for rubble removal and disposal and for garbage collection, disposal and treatment, and respective schedules, with the required endorsement of the Kirkuk Governor’s Office, and with the technical support and supervision of UNOPS.

In coordination with the MoK, the Departments of Health and Education are responsible for selecting and assigning volunteers and hiring support staff required for the awareness campaigns.

Activities, as mentioned above, are being planned in coordination with UNOPS and the outputs reported by MoK and Departments of Health and Education, accordingly;

Technical support, site supervision / monitoring, disbursement and overall monitoring and reporting is being provided by UNOPS;

UNOPS is directly responsible for international and local procurement and freight of equipment to Kirkuk.

Activities, as mentioned above, are being planned in coordination with MoK and Departments of Health and Education, and the outputs are being reported by UNOPS, accordingly.

Overall engagement for the planned activities, technical specifications for required equipment, and nomination of selected staff and required training modules, and the scope and target groups for awareness campaigns, are being provided by MoK and Departments of Health and Education.

1. **Human Resources**

**National**

Project Assistant / Amman-Jordan / Programme

Finance Associate / Amman-Jordan / Operations (Shared Projects)

Human Resources & Admin Associate / Amman-Jordan / Operations (Shared Projects)

Team Leader / Senior Engineer / Erbil-Iraq & Kirkuk-Iraq / Programme & Operations (Shared Projects)

Finance & Admin Assistant / Erbil-Iraq / Operations

Health Awareness Associate/ Kirkuk-Iraq / Programme

Supervisor Engineer / Kirkuk-Iraq / Programme

Security Liaison Assistant / Kirkuk-Iraq / Programme

Monitor # Sectors 1 and 2 / Kirkuk-Iraq / Programme

Monitor # Sector 4 / Kirkuk-Iraq / Programme

Monitor # Sectors 5 and 7 / Kirkuk-Iraq / Programme

Monitor # Sector 6 / Kirkuk-Iraq / Programme

Monitor # Sector 9 / Kirkuk-Iraq / Programme

**2.1 International**

Project Manager / Amman-Jordan & Erbil-Iraq / Programme (Shared Projects)

Programme Support Officer / Amman-Jordan / Programme (Shared Projects)

Regional Field Security Advisor / Amman-Jordan / Programme (Shared Projects)

Procurement Officer / Amman-Jordan / Operations (Shared Projects)

1. ***Methods of Operating***
	1. **Summarize the implementation mechanisms primarily utilized and how they are adapted to achieve maximum impact given the challenging operating context.**
2. **Removal of accumulated piles of garbage and rubble activities**

##### Needs Assessment led by UNOPS, operationalised by MoK

##### Scope of works for removal of accumulated garbage and rubble piles prepared by MoK, with UNOPS guidance

##### Technical Specifications and Allocation Schedule for required works for removal prepared ditto

##### Tenders issued, bids evaluated by UNOPS, operationalised by MoK

##### Contracts awarded and contracts signed

##### Activities done by contractors

##### Contracts Paid by MoK, with UNOPS guidance

1. **Waste management system / Garbage collection and disposal activities**

##### Hiring personnel

##### Assessment of needs conducted by MoK, with UNOPS guidance

##### Scope of works for required supervisors, monitors and labour force to be enrolled prepared ditto

##### Registry schedule of required supervisors, monitors and labour force prepared ditto

##### Selected supervisors, monitors and labour force hired and contracts signed ditto

##### Activities done by contractors

##### Contracts Paid by MoK, with UNOPS guidance

* 1. **Hiring equipment**

##### Assessment of needs conducted by MoK, with UNOPS guidance

##### Scope of works for required equipment to hire prepared ditto

##### Technical Specifications and Allocation Schedule of equipment to hire prepared ditto

##### Tenders issued and evaluated ditto

##### Contracts awarded and signed ditto

##### Activities done by contractors

##### Contracts Paid by MoK, with UNOPS guidance

* 1. **Supply of equipment**

##### Phase 1 procurement

##### Critical items identified by MoK, with UNOPS guidance

##### Technical Specifications and Allocation Schedule of equipment developed ditto

##### Tenders issued and evaluated by UNOPS

##### Contracts awarded and signed ditto

##### Items delivered by contractors

##### Item acceptance by MoK with UNOPS sign off

##### Contracts Paid by UNOPS

##### Phase 2 procurement

##### Critical items identified by MoK, with UNOPS guidance

##### Technical Specifications and Allocation Schedule of equipment developed ditto

##### Tenders issued and evaluated by UNOPS

##### Contracts awarded and signed ditto

##### Items in process of delivery by contractors and acceptance by MoK

##### Final procurement

##### Critical items identified

##### Technical Specifications and Allocation Schedule of equipment developed

Provision of Training on waste management and integrated planning

This item as abandoned due to support from a different donor being provided in a more timely manner than the ITF monies were made available.

* 1. **Provide details on the procurement procedures utilized and explain variances in standard procedures.**

Standard UNOPS procurement procedures have been applied, competitive bidding process has been applied in case of all contracts awarded. Waivers have been approved it the case of the agreements with the pre-selected municipalities.

UNOPS procures goods and services in close collaboration with the Clients, Iraqi authorities, and the Beneficiaries. While the individual arrangements vary depending on the Client and the specific project requirements, the general modalities are:

* Requirements
	+ Upon request of Client, and together with the Iraqi counterparts, identify the goods and services for UNOPS to provide or contract.
	+ Preparation of detailed specifications of equipment and services and work plan, by UNOPS, based on input and with the support from the Client, the Iraqi authorities and the beneficiaries.
* Short-listing
* UNOPS has developed and maintains a database of known suppliers and service providers in Iraq (incl. performance assessment, capacity, registration in Iraq, etc.) and a roster of registered experts.
* Qualified and potentially interested vendors in the area can also be drawn from the local authority’s relevant company registration offices.
* Alternatively, interested companies can requested to submit their profiles in response to an Expression of Interest ad published in the Iraqi and/or international media (incl. internet).
* Where necessary and relevant, information on companies/vendors can also be drawn from other UN agencies and entities operating in Iraq.
* The short-list of companies selected to be included in the procurement exercise requires approval by the Regional Director, confirming that all relevant sources of information have been utilized for compiling the list.
* Tendering Process
	+ UNOPS issues an Invitation to Bid/Request for Proposal to all short-listed companies, requesting them to submit an Offer/Proposal in line with the specific requirements. The document also stipulates the exact process of submission, receipt, opening, and evaluation of bids and it informs on the nature of the contract/purchase order the selected bid could result in.
	+ Requests for clarification received from potential bidders are responded to by UNOPS, if necessary upon consultation with the Client, relevant Iraqi authorities, and/or Beneficiaries.
	+ After expiration of the submission deadline, all Bids received are opened by a UNOPS Bid Opening Committee. The opening ceremony is open to observers from the Client, relevant Iraqi authorities, the Beneficiaries, as well as for companies participating in the tender.
	+ The evaluation follows UNOPS standard procedure, varying on procurement type and value, and should result in a recommendation for award of contract to the lowest, compliant bid. This recommendation requires approval by the relevant authority within UNOPS.
	1. **Provide details on the monitoring system(s) that are being used and how you identify and incorporate lessons learned into the ongoing programme/project.**

During the earlier phases, the works were supervised and monitored in the first instance by MoK personnel, with UNOPS advice and guidance. In these last phases, monitoring of procurement is undertaken according to UN standard systems.

The project has been taken on by the PRT (US) funding, and ongoing work is being monitored by the MoK according to their policies and procedures.

* 1. **Report on any assessments, evaluations or studies undertaken.**

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**IV Results**

* 1. **Provide a summary of programme/project progress in relation to planned outcomes and outputs; explain any variance in achieved versus planned outputs during the six month reporting period.**

##### Emergency removal of accumulated piles of garbage and rubble

##### 34,414 m3 of accumulated piles of garbage within the Kirkuk urban boundaries and main access roads removed, dumped and partially treated in assigned municipal solid garbage “dump sites”.

##### 5,780 m3 of accumulated piles of rubble within the Kirkuk urban boundaries and main access roads removed and dumped in assigned municipal rubble “dump site”.

##### Establishment of solid waste management system

##### Garbage collection routines (every second day) established in city sectors No 1, 2, 4, 5, 6, 7 and 9

##### 8,424 m3 of domestic and commercial garbage collected and transported to assigned municipal “dump sites”

##### 45,000 ml of urban roads in Kirkuk swept out of spread garbage and accumulated sediment, subsequently collected and transported to assigned municipal “dump sites”

##### 25,705 m3 of accumulated domestic and commercial garbage dumped and treated (spreading and compaction followed by spreading top soil sealing layer) at assigned municipal “dump sites”

##### 17,136 m3 of accumulated domestic and commercial garbage dumped, as fill in base at existing gullies, in assigned municipal “dump sites”

* 1. **Report on progress made toward the achievement of specific medium-term outcomes of the programme/project as a result of the achieved short-term outputs during this reporting period.**

Due to the replacement of the hardware resulting from the procurement elements of this project, and the ability of the MoK to hire a large number of unskilled workers to clear the back log of rubbish collected, the MoK has been able to make significant progress towards restoring a functional waste collection system.

This has been recognised and complemented by additional support coming from the Provincial Reconstruction Teams (PRTs) which is building on the sound base provided, and enabling further employment and environmental system development.

##### Procurement of Critical Hardware

Garbage collection routines (every second day) established in city sectors No 1, 2, 4, 5, 6, 7 and

* 1. **Report on the key outputs achieved in the six month period including # and nature of the activities (inputs), % of completion and beneficiaries.**

During this period the following items have been procured.

1. 6 Skip Loaders
2. 2 Tractor and Trailers
3. 200 Galvanized Made Containers 400 litres
4. 150 Steel Containers 3m³ capacity
5. 200 Galvanized Made Containers
	1. **Explain, if relevant, delays in programme/project implementation, the nature of the constraints, lessons learned in the process and actions taken to mitigate future delays.**

Resources have been made available more slowly than planned. It was expected and agreed that Phase II would follow seamlessly from Phase I. This was not the case.

Due to the inordinate delay in the release of the pre-approved funds from the Trust Fund, the project was put on hiatus until funding actually came through.

The project falls, or was pushed, under Cluster D, Health and Nutrition, and is therefore part of the UN inter-agency cooperation for Iraq.

This has not been the smoothest system, with grudging and patchy support from the Cluster and Support Office resulting in a 4+ month hiatus in funding between Phase I and II. Intensive and ongoing lobbying was required to enable the project to continue.

The most productive partnerships has been with the Municipality of Kirkuk Services Department and the Office of the Governor of Kirkuk. This has been through the UNOPS office on the ground in Kirkuk and has been generally efficient and effective.

* 1. **List the key partnerships and collaborations, and explain how such relationships impact on the achievement of results.**

**Agreed roles and responsibilities:**

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**The Interaction, roles and responsibilities are as below.**

The Municipality of Kirkuk (MoK) is directly responsible for selecting, hiring and assigning labour and equipment for rubble removal and disposal and for garbage collection, disposal and treatment, and respective schedules, with the required endorsement of the Kirkuk Governor’s Office, and with the technical support and supervision of UNOPS.

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Activities, as mentioned above, are being planned in coordination with UNOPS and the outputs reported by MoK and Departments of Health and Education, accordingly;

Technical support, site supervision / monitoring, disbursement and overall monitoring and reporting is being provided by UNOPS;

UNOPS is directly responsible for international and local procurement and freight of equipment to Kirkuk, contracting a training provider and to organize the logistics for MoK selected staff, and to develop strategies and materials to conduct the awareness campaigns.

Activities, as mentioned above, are being planned in coordination with MoK and Departments of Health and Education, and the outputs are being reported by UNOPS, accordingly;

* 1. **Summarize achievements against planned results for cross cutting issues: security, gender, human rights, employment (including # of short and/or long-term jobs created), and environment.**

Improvement of the environment is targeted here. First, the impact in the short-term is significant, as piles of waste and garbage are being removed thereby leaving the streets and residential areas clean. Children are not forced to play on polluted streets and the risk of contamination through garbage and rubble is reduced. Secondly, the environment is positively impacted in the long-term as the whole system of garbage collection is improved and the capacity of the responsible department built, therefore leading to a sustainable and healthy environment for residents, especially children.

**V Future Work Plan**

* 1. **Summarize the projected activities up to the end of June 2008 indicating any major adjustments in strategies, targets or key outcomes and outputs planned.**

A meeting was held in February to determine which final items/equipments were required. The final items (hardware) to be procured are proceeding through the process of specification, issuance of ITB, and purchasing. Specifications for these items are being finalised.

Contracts are expected to be signed by May, with delivery times depending on the final specifications. At this point the project will then be operationally complete.