

**Central Asian Countries Initiative for Land Management (CACILM)**

**CACILM MULTICOUNTRY PARTNERSHIP FRAMEWORK SUPPORT  
PROJECT  
(CMPF-SP)**

**MULTICOUNTRY SECRETARIAT**

**2007 ANNUAL REPORT**

**FEBRUARY 2008**

## ABBREVIATIONS

ADB	- Asian Development Bank
CAC	- Central Asian country
CACILM	- Central Asian Countries Initiative for Land Management
CIDA	- Canadian International Development Agency
CMPF	- CACILM Multicountry Partnership Framework
FAO	- Food and Agriculture Organization
GEF	- Global Environment Facility
GM	- Global Mechanism
GTZ	- German Agency for Technical Cooperation
ICARDA	- International Center for Agricultural Research in Dry Areas
IFAD	- International Fund for Agricultural Development
KYR	- Kyrgyz Republic
KYRM	- ADB Resident Mission in the Kyrgyz Republic
LADA	- Land degradation assessment in Drylands
MSEC	- CACILM Multicountry Secretariat
NAP	- National Action Plan
NCC	- National Coordination Council
NPF	- National Program Framework for Sustainable Land Management
NSEC	- National Secretariat
PMU	- Project Management Unit
TAJ	- Republic of Tajikistan
SDC	- Swiss Agency for Development and Cooperation
SLM	- Sustainable Land Management
SLM-CB	- Sustainable Land Management Capacity Building
SLM-IS	- Sustainable Land Management Information System
SLM-KM	- Sustainable Land Management Knowledge Management
SLM-R	- Sustainable Land Management Research
TAJ	- Republic of Uzbekistan
TUK	- Republic of Turkmenistan
UNCCD	- United Nations Convention to Combat Desertification
UNDP	- United Nations Development Program
UZB	- Republic of Uzbekistan

## I. OVERVIEW

1. The Central Asian Countries Initiative for Land Management (CACILM) is a partnership dedicated to combating land degradation and improving rural livelihoods in five countries of Central Asia. CACILM commenced operations during 2007.
2. The CACILM Multicountry Partnership Framework Support Project (CMPF-SP) has available \$4.025 million equivalent in funding from ADB, Global Environment Facility (GEF), and the International Fund for Agricultural Development.
3. The CMPF-SP undertakes program coordination, multicountry activities, and support for implementation of the National Programming Frameworks (NPFs) in each Central Asian country and provides technical assistance to the Governments of Kazakhstan, Kyrgyz Republic, Tajikistan, Turkmenistan, and Uzbekistan
4. The CMPF-SP is guided by the CACILM Steering Committee which provides a platform for policy dialogue, and facilitates cooperation and coordination of sustainable land management initiatives within the region and activities undertaken under CMPF.
5. ADB chairs the CACILM Steering Committee and administers the funding of the CMPF-SP. The Multicountry Secretariat reports to the CACILM Steering Committee and supports the overall implementation of the CMPF-SP.
6. The CACILM Multicountry Secretariat (MSEC) was established in February 2007, and the Workplan of MSEC for 2007 was approved by ADB in July 2007. The Semi-Annual and Annual Reports, and the Workplan of the CACILM Multicountry Secretariat are submitted to the Asian Development Bank for operational approval, and are presented to the CACILM Steering Committee for endorsement.
7. The Multicountry Secretariat is responsible for:
  - (i) providing guidance and assistance to further policy dialogue within CACILM and for strategic development of the CACILM initiative;
  - (ii) collating and analyzing the results of performance monitoring of all projects and activities undertaken by National Coordination Councils;
  - (iii) ensuring that national performance monitoring continually meets the agreed CACILM-wide standards;
  - (iv) monitoring and reporting on the performance of the multicountry projects and activities undertaken under CMPF;
  - (v) periodically reporting to the Steering Committee on CMPF implementation, and to GEF on GEF-supported elements of CMPF;
  - (vi) providing secretarial and logistical support to the Steering Committee for meetings and workshops;
  - (vii) supervising specific activities that are the direct responsibility of the Steering Committee; and
  - (viii) providing support and guidance to the National Secretariats.
8. The organization of the MSEC Workplan is based on the requirements of the CMPF-SP, in particular the Design and Monitoring Framework, Cost Estimates and Financing Plan, Organization, and Terms of Reference provided in the Appendices of the CMPF-SP project document<sup>1</sup>.

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<sup>1</sup> Technical Assistance Report, November 2006. Central Asian Countries Initiative for Land Management Multicountry Partnership Framework Support Project.

9. The Annual Workplan of the Multicountry Secretariat for 2007 was approved by ADB in September 2007. The budget available to MSEC for 2007 is \$123,329.
10. This report presents the 2007 accomplishments of MSEC based on the approved workplan, and MSEC recommended activities to be included in 2008 workplan.

## **II. SUMMARY of IMPLEMENTATION - MSEC WORKPLAN 2007**

11. The activities and results achieved by MSEC through implementation of Workplan 2007 may be summarized as follows:

- a. The Head of Multicountry Secretariat, Deputy Head, Financial and Accounting Specialist, Project Implementation Specialist and support staff were recruited and mobilized in accordance with ADB procedures. Office space provided by the Kyrgyz Republic for MSEC operations was renovated and equipped. GTZ has provided an international project implementation specialist to MSEC on a part-time basis.
- b. MSEC assisted the Central Asian countries and ADB with the completion the Letter of Agreement<sup>2</sup> (LOA) between ADB and the Governments of the five CACs which formally established the National Coordination Councils, the National Secretariats and for the provision of resources<sup>3</sup> to the CACs through the CMPF-SP.
- c. MSEC advised and assisted the CACs mobilize the National Secretariats through recruitment of staff, procurement of equipment, and the development, approval and implementation of their workplans and financial reporting requirements. MSEC provided initial training to NSECs in management, financial reporting and project monitoring during 2007. MSEC provided guidance and assistance to NSECs for their reporting on the implementation of their workplans to the National Coordination Councils in the CACs and to the First CACILM Steering Committee Meeting held in Bishkek, on 30-31 October 2007 and at year end 2008.
- d. MSEC advised and assisted in the mobilization of the CMPF-SP Multicountry Support Projects for sustainable land management (SLM), Research, Information Systems and Knowledge Management. SLM-Research was mobilized by ICARDA and National Research Institutes of the CACs, and SLM-Knowledge Management mobilized by ADB, MSEC and NSECs. MSEC worked with ADB and an International Consultant on the overall design and implementation plan for the SLM-IS component in accordance with instructions from the CACILM Steering Committee.

12. The Multicountry Secretariat reported on the implementation of the MSEC 2007 Workplan for the period February to September 2007 at the 1<sup>st</sup> Meeting of the CACILM Steering Committee held in Bishkek, Kyrgyz Republic, on October 30-31, 2007.

13. MSEC participated in meetings and other activities associated with the mobilization or implementation of the GEF funded projects of CACILM, in particular the

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<sup>2</sup> Letters of Agreement (LOA) were completed with the Asian Development Bank and the Governments of each of the five Central Asian Countries during the period of April to August 2007.

<sup>3</sup> All five CACs receive equal funding allocations under the CMPF-SP Letters of Agreement.

CMPF-SP Sustainable Land Management Multicountry Components (SLM-Research, SLM-Information Systems, SLM-Knowledge Management), and the UNDP/GTZ implemented medium sized projects in Kazakhstan and Kyrgyz Republic, and the full sized ADB implemented project in Kyrgyz Republic.

14. MSEC prepared the Guideline for CACILM Coordination; Guideline for Monitoring and Evaluation; and prepared Operational Procedures for Workplans; Progress Reporting; Financial Reporting???? Not yet done; Training, Workshops and Meetings; Communications; and Business Travel during 2007.

14. The organization of the Annual Workplan of the Multicountry Secretariat for 2007 matching with the desired outputs of the CMPF-SP and the results achieved during 2007 is summarized below.

<b>MSEC WORKPLAN 2007 – SUMMARY OF RESULTS ACHIEVED</b>		
<b>MSEC WORKPLAN COMPONENT AND ACTIVITY SETS</b>	<b>DESIRED OUTPUTS - CMPF-SP</b>	<b>RESULTS ACHIEVED 2007</b>
<p><b>C. 1: CACILM Coordination</b></p> <p>1.1 Support to CACILM Steering Committee</p> <p>1.2 Support to NCCs and NSECs</p> <p>1.3 Reports GEF-1</p> <p>1.4 Submissions GEF-2</p>	<p><b>Outputs:</b> Efficient and effective coordination of the implementation CACILM Multicountry Partnership Framework</p> <p><b>Reporting Mechanism:</b> CACILM Secretariat annual reports. Reports to CACILM Steering Committee.</p>	<p>1<sup>st</sup> CSC Meeting held in Bishkek, Kyrgyz Republic on 30-31 October 2007</p> <p>NCCs + NSECs established in all 5 CACs, LOAs signed with ADB. Workplans approved, funds disbursed for NCC- NSEC operations.</p> <p>GEF-3 Projects reported to CSC</p> <p>No GEF-4 funds for CACILM – no proposals sent to GEF</p>
<p><b>C. 2: SLM Monitoring and Reporting</b></p> <p>2.1 Support Monitoring &amp; Reporting of NPFs to NCCs.</p> <p>2.2 Support Monitoring and Reporting of GEF Projects in CACs</p> <p>2.3 Consolidation of SLM Monitoring for reporting to Steering Committee</p>	<p><b>Outputs:</b> Efficient and effective coordination of the implementation of NPFs in Kazakhstan, Kyrgyz Republic, Tajikistan, Turkmenistan, and Uzbekistan</p> <p><b>Reporting Mechanisms:</b> CACILM Secretariat annual reports. National Secretariat annual reports.</p>	<p>Databases of NPF projects created and all NSECs report – status NPF projects to NCCs. This should be uploaded in CACILM website</p> <p>Liaison with PIUs of GEF Projects established by MSEC + NSECs.</p> <p>CACILM GLs for Coordination and M&amp;E developed.</p> <p>Training of NSECs in M&amp;E commenced.</p>

<p><b>C.3: Oversight of CMPF-SP Components</b></p> <p>3.1 Implementation Support to CMPF-SP Components</p> <p>3.2 Monitoring and Evaluation of CMPF-SP Components</p> <p>3.3 Reporting on CMPF-SP Components to Steering Committee</p>	<p><b>Outputs:</b> SLMIS designed, developed and operated; Sustainable land management research designed and implemented; and Knowledge management system established.</p> <p><b>Reporting Mechanisms:</b></p> <p>CACILM Secretariat annual reports.</p> <p>National Secretariat annual reports.</p> <p>Reports to CACILM Steering Committee.</p>	<p>SLM-R multicountry and national components underway. Draft Research Prospectus tabled, National Partnerships established and research commence at pilot sites in all 5 CACs. GIS commence.</p> <p>SLM-IS design revised with emphasis on national implementation.</p> <p>SLM-KM Plan and Knowledge Network components mobilized. MSEC + NSEC trained and contribute to CACILM Website</p> <p>MSEC and the CMPF-SP multicountry SLM components reported progress/issues to CSC.</p>
<p><b>C. 4: Project Management and Administration</b></p> <p>4.1 Support to NSEC Administration of CACILM Operations</p> <p>4.2 Administration of MSEC responsibilities for CMPF-SP Components</p> <p>4.3 Administration CACILM Steering Committee Meetings</p> <p>4.4 Progress and Financial Reporting of MSEC Operations</p>	<p><b>Related Performance Targets/Indicators:</b></p> <p>Timely Disbursement of funds and reports.</p> <p><b>Reporting Mechanisms:</b></p> <p>CACILM Secretariat annual reports.</p> <p>National Secretariat annual reports.</p>	<p>MSEC advised and assisted NSEC establish, complete workplan, receive financing, report expenses, complete equipment procurement prepare and present progress reports to CSC.</p> <p>MSEC prepared Operating Procedures to assist with Workplans; Progress Reporting; Financial Management and Accounting ; Workshops, Seminars &amp; Meetings ; Business Travel and Communications</p> <p>MSEC work ICARDA on admin SLM-R in accord with ICARDA-ADB Partnership Agreement.</p> <p>MSEC reviewed and assisted implementation Workplan SLM-KM.</p> <p>MSEC organized and administered 1<sup>st</sup> CSC Meeting, Bishkek, Oct. 30-31, 2007, expenses reported to and approved by ADB</p> <p>MSEC interim financial reports endorsed CSC; MSEC Year End 2007 Financial Report approved by ADB Jan 2008.</p> <p>NSEC Advance Liquidation reports for 2007 approved by ADB.</p> <p>NSEC Yearend 2007 Reports accepted by MSEC Jan 2008.</p>

15. The directions of the CACILM Steering Committee at the 1<sup>st</sup> Steering Committee Meeting to MSEC and actions completed by MSEC as of yearend 2007 are summarized in the following table<sup>4</sup>:

<b>Steering Committee Directive to MSEC</b>	<b>MSEC Action Undertaken</b>
<ul style="list-style-type: none"> <li>▪ MSEC to complete the Guideline for CACILM Coordination and the related Guideline on Monitoring and Evaluation for CACILM by 31 December 2007.</li> </ul>	<ul style="list-style-type: none"> <li>▪ GLs on Coordination and M&amp;E provided to ADB and NSECs for comment. Revised version to be provided CSC prior to 2<sup>nd</sup> SCMtg.</li> </ul>
<ul style="list-style-type: none"> <li>▪ MSEC to forward the ICARDA SLM-R Research Prospectus for review and comment by all parties by 30 November 2007.</li> </ul>	<ul style="list-style-type: none"> <li>▪ SLM-R Research Prospectus under revision. Revised to be completed by ICARDA in early 2008.</li> </ul>
<ul style="list-style-type: none"> <li>▪ MSEC with FAO to revise the draft workplan and budget for the Sustainable Land Management-Information System project for review by the Steering Committee, NCCs and National Secretariats by 01 December 2007.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revision of SLM-IS Workplan completed and sent to CSC on 31 January 2008.</li> </ul>
<ul style="list-style-type: none"> <li>▪ MSEC to begin its 2008 work planning and budgeting process, with draft work plans to be presented by 31 January 2008 and with a target for final approval of the Multicountry Secretariat work plan by 01 March 2008.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Draft MSEC Workplan 2008 sent to ADB on 31 January 2008.</li> </ul>
<ul style="list-style-type: none"> <li>▪ MSEC to assist the National Coordination Councils and National Secretariats in the preparation of their work plans and budgets for 2008.</li> </ul>	<ul style="list-style-type: none"> <li>▪ First Draft NSEC Workplans 2008 reviewed by MSEC and returned for revisions on 31 January 2008.</li> </ul>
<ul style="list-style-type: none"> <li>▪ MSEC to begin planning for the next Steering Committee Meeting.</li> </ul>	<ul style="list-style-type: none"> <li>▪ MSEC and NSEC Turkmenistan commence 2<sup>nd</sup> CSC Meeting preparations mid January 2008.</li> </ul>

16. Issues arising out of implementation of the MSEC 2007 Workplan and recommendations of MSEC thereto are presented in the following section.

<sup>4</sup> Minutes of 1<sup>st</sup> CACILM Steering Committee Meeting attached as Annex 1.

### III. FINANCIAL REPORT OF MSEC FOR 2007

17. A Financial Report for 2007 was submitted by MSEC to ADB. Total budget allocated for MSEC administration is \$289,000. Budget estimate for MSEC 2007 Workplan was \$123,229. Budget expended by MSEC during 2007 was \$114,782.

For year ended 31 December 2007 a total amount of \$141,000 from ADB. Expenditures reported by the five NSECS through the Liquidation Report process was \$115,180 for 2007.

The NSEC Kyrgyz Republic received USD8, 000 in funding from GTZ. was received by the NSECS.

### IV. SUMMARY OF RECOMMENDATIONS AND ISSUES OF NSECS 2007

18. The following initiatives and training needs were identified by the CACILM National Secretariats from their Year End Reports for 2007 and from the first draft NSEC Workplans for 2008 submitted to MSEC.

- a. Training in LogFrame Development and Results Based Management and Reporting for SLM programmes and projects: All NSECS have demonstrated capacity development and training needs in this regard. Training could continue refinement of the logframes for NPFs, review of logframes of the GEF funded medium and full sized CACILM projects and other SLM or related projects or initiatives.
- b. NSEC has communicated their need to develop knowledge and capacity related to strategic thinking, project conceptualization and fund raising for SLM Project Proposals: MSEC recommends the Global Mechanism training program for NSEC/NCCS as was presented to the 1<sup>st</sup> CACILM Steering Committee Meeting. The example of the EU European Commission: Programme: 'Environment and sustainable management of natural resources, including energy' might be useful for inclusion in such training.
- c. NSEC would benefit from knowledge and use of Participatory Methods: MSEC suggests NSECS could utilize participatory methods for project monitoring, meetings, and for assessing the results of training delivered by CACILM projects.
- d. Training in Financial Accounting Software: MSEC suggests that GTZ could provide for provision of '*1C Accounting Software*' (Russian language interface) together with a local installation and service contract for this software to all NSECS under the supervision of the MSEC Financial Management and Accounting Specialist. This would augment the basic training being provided by MSEC to NSECS. Training in the use of this double entry accounting package would utilize the accounts/expenses of NSECS administered ADB and GTZ funds. Estimated costs for providing licensed versions of the software and support contracts and training workshops would be around \$10,000 for all five NSECS.

- e. NSEC has requested additional funding support to NCCs and NSECs to gain knowledge and capacity related to socio-economic, risk assessment and livelihoods issues related to sustainable land management leading to more effective monitoring and evaluation of CACILM projects.
- f. NSEC has requested additional funding support to NCCs and NSECs for travel, meetings and workshops on-site at the GEF and CMPF-SP funded SLM projects. MSEC is able to provide only a small amount funding to enable participation of NSEC/NCCS at the project these sites for monitoring, awareness raising and other activities 'in the field'. Therefore MSEC recommends GTZ provide NSEC with such funding, perhaps \$10,000-\$15,000 total (\$2000-3000 each NSEC) for 2008.
- g. NSEC has requested additional funding support for English Language training for NSEC and NCC personnel.

Training needs as identified in by the National Secretariats in their Year End Reports of 2007 are summarized in the following table:

**Training Needs of NCC\NSECs for 2008**

<b>Training Needs of NCC\NSECs for 2008</b>	KAZ	KYG	TUK	TAJ	UZB
Procedures of ADB and GTZ on M&E approaches and methods			x		x
Training tours plan of NCC/NSEC in CACILM project areas			x		x
Financial management and reporting according to ADB and GTZ requirements	x	x	x	x	x
Knowledge Management web-site management and usage		x			x
Log frames development		x			x
Result based planning					x
Project proposals preparation	x		x	x	x
Joint participation methods					x
Social-economic and risks assessment for land degradation		x			x
SLM methods and cost-benefit analysis for NPF Program areas					x
English courses	x	x			
Fundraising	x	x	x	x	x
Projects management		x			

#### **IV. RECOMMENDATIONS FOR MSEC WORKPLAN 2008**

19. The Guidelines on CACILM Coordination and the Guidelines for CACILM Monitoring Evaluation prepared by MSEC should be acceptable to and endorsed by CACILM Steering Committee during 2008. Following CSC endorsement, MSEC will work with the CACILM partners to realize the objectives of these Guidelines, commencing with mechanisms to ensure the sharing of SLM information between the organizations and the projects of the CACILM partners.

20. The National Coordination Councils can contribute to realization of SLM desired impacts and outcome through their active oversight of National Program Framework and CMPF-SP implementation. MSEC will work with NCCs and the NSECs to increase awareness of and participation in SLM. During 2008, it is anticipated that a number of initiatives and decisions will be brought to NCC for approval/endorsement during 2008, commencing with the revised design of the SLM-Information System multicounty component.

21. MSEC will have additional responsibilities for SLM-Information System coordination and implementation beginning in 2008. MSEC will prepare a separate Workplan Component for SLM-IS once the Workplan for this multicounty component is approved by CSC.

22. During 2008, MSEC will work directly with NSECs to monitor implementation of the SLM multicountry components, beginning with the SLM-Research program. NSEC will be encouraged to discover and report results of the SLM-R that can be utilized by other SLM initiatives in their CAC.

23. NSECs will have additional responsibilities under the SLM-KM component in 2008, to carry out and report on the awareness raising and information dissemination programs to the NCCs. MSEC will monitor NSEC capacity and progress for these activities in each CAC.

24. The project preparation design activities and budget for the SLM-Capacity Building Sub-Component have been approved by GEF CEO and design consultants will commence work during 2008. MSEC will cooperate and participate in the design process of this GEF full sized project.

25. The ADB funded full size projects with GEF funding are i) Southern Areas Agricultural Development in Kyrgyz Republic, ii) Rural Development in Tajikistan and iii) Land Improvement in Uzbekistan. MSEC will work towards establishing a cooperative and collaborative working relationship with the PIUS and management of these projects, particularly with regards to provision of information and monitoring reports to NSECs, and MSEC and PIU reporting of these projects to NCCs as well as uploading in CACILM website.

26. The UNDP has five Medium sized projects some with co-financing by GTZ: i) Rangeland Ecosystem Management, Kazakhstan; ii) Mountain Pasture Management in Susamir Valley, Kyrgyz Republic iii) Demonstrating Local Responses to Combating Land Degradation and Improving Sustainable Land Management in SW Tajikistan; iv) Capacity Building and On-the-Ground Investments for Integrated and Sustainable Land Management, Turkmenistan, and v) Achieving Ecosystem Stability on the degraded land in Karakalpakstan and the Kyzyl-Kum Desert, Uzbekistan. MSEC will work towards establishing a cooperative and collaborative working relationship with the PIUS and

management of these projects, particularly with regards to provision of information and monitoring reports to NSECs, and MSEC and PIUs reporting of these projects to NCCs as well uploading in the CACILM website.

## ANNEX 1: CACILM Steering Committee Meeting Participants

### CENTRAL ASIAN COUNTRIES INITIATIVE FOR LAND MANAGEMENT (CACILM)

	Organization	Name	Contacts
	<b>Central Asian Countries</b>		
1.	Kazakhstan	Mr. Bulat Bekniyazov UNCCD Focal Point Ministry of Environmental Protection	Email: <a href="mailto:b_bekniyazov@moos.kz">b_bekniyazov@moos.kz</a> Tel: +7(3172) 7408864 Fax: +7(3172) 740808
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4.	Kyrgyz Republic	Mr. Soronbay Jeenbekov Minister Chairman, Interdepartmental National Coordination Council Agriculture, Water Resources and Process Industry	Email: <a href="mailto:mawr@bishkek.gov.kg">mawr@bishkek.gov.kg</a> Tel: 996 312 623633 Fax: 996312 623632
5.	Kyrgyz Republic	Mr. Kubanychbek Kulov UNCCD National Focal Point Director, Kyrgyz Scientific Research in Irrigation Institute	Email: <a href="mailto:cacilm@ktnet.kg">cacilm@ktnet.kg</a> , Tel: 996 312 541168 Fax: 996 312 540975
6.	Kyrgyz Republic	Mr. Arstanbek Davletkeldiev Director, State Agency for Environment Protection and Forestry	
7.	Kyrgyz Republic	Mr. Kambarali Kasymov, Stats-Secretary, Ministry of Agriculture, Water Resources and Processing Industry	
8.	Tajikistan	Mr. D. Gulmakhmadov Director of Agency UNCCD National Focal Point	Email: <a href="mailto:komzem@tajnet.com">komzem@tajnet.com</a> Tel: +(992 372) 217002 Fax: +(992 372) 311487
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