

ASIAN DEVELOPMENT BANK



SAMOA WATER AUTHORITY

Pilot Demonstration Activity – Establishment of SWA Wastewater Division and Associated PSP Enabling Conditions

March 2004

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ADB TA No. 6031

Promoting Effective Water Management Policies & Practices

ABBREVIATIONS

ADB	Asia Development Bank
AS	American Samoa
ASPA	American Samoa Power Authority
CSO	Community Service Obligations
CSC	Consultants Selection Committee
EMT	Executive Management Team
GoS	Government of Samoa
IA	SSDP Implementing Agency
MD	SWA Managing Director
OMM	Operations Maintenance and Management
PD	Position Description
PIA/CB	Project Implementation Assistance and Capacity Building consultancy recruited under the SSDP.
PMU	Project Management Unit, SSDP
PPMS	The SSDP Project Performance and Monitoring System
PSP	Private Sector Participation
RFP	Request for Proposals
SNA	Special Needs Area
SSDP	Samoa Sanitation and Drainage Project
SWA	Samoa Water Authority
TA	ADB funded Technical Assistance Project
ToR	Terms of Reference
WWTP	Waste Water Treatment Plant

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March 2004

INTRODUCTION and BACKGROUND

The GoS has recognized the need to address Apia's wastewater management, sanitation and drainage issues and has secured a loan from the ADB to fund the Samoa Sanitation and Drainage Project (SAM 28314-01), which is expected to commence in mid 2004.

The Samoa Water Authority (SWA) has been designated as the implementing agency for the sanitation and capacity building components of the proposed project. The current SWA business activities are limited to the management of water supply to approximately 16,000 customers across Samoa. Utility managed individual sanitation systems and a wastewater collection and treatment system are new concepts for Samoa.

Recognizing this fact, the Government has requested assistance to help SWA to develop a sustainable strategy for the management of the new schemes that maximizes private sector participation (PSP), and to assist with preparations for the loan.

ADB responded to the request from GoS with TA funding (TA-6031) to assist the SWA to establish a wastewater division and associated private sector enabling conditions. The project represents a unique opportunity to develop a wastewater utility with a PSP focus for a small island country and will support the Government's overall reform program and PSP efforts.

This is a brief report to provide the reader with an overview of the TA and accomplishments / outputs against the ToR. A more detailed description on the outputs for development of a PSP management strategy (ToR Activity 1) is contained in the report titled "Development of a Strategy for PSP in Small Scale Water Sector Projects - Focusing on the Samoa Sanitation and Drainage Project - SAM 28314-01 (March 2004).

The main Samoan counterparts for the work carried out by the ADB consultant are summarised in Appendix 2.

This TA was carried out intermittently from 1st July 2003 to 30th January 2004, after which the inputs were full time from 31st January 2004 until 14th March 2004.

OBJECTIVES OF THE TECHNICAL ASSISTANCE

The objectives of the TA are best summarised by the activities identified in the TA ToR.

The project will (i) orient SWA business activities toward sanitation management, (ii) develop SWA's strategy for managing sanitation systems, (iii) identify utility twinning opportunities, (iv) commence work on several specific Capacity Building issues; (v) identify small-scale PSP opportunities for Samoa that will be relevant to other Pacific DMCs. Specifically, it will assist the SWA in the following activities:

Activity 1 - Development of a Management Strategy for the new scheme, with a particular focus on private sector participation. This component would include a survey and assessment of capacity and willingness of private sector organisations to be involved in the management of sanitation and small scale centralised wastewater management schemes.

Activity 2 – Review and amendment of its Corporate Plan to incorporate its responsibilities for management of sanitation functions.

Activity 3 – Redesign of its organisational structure to accommodate a new Sanitation/Wastewater Division

Activity 4 – Incorporation of the project into the Business Plans of its various Divisions

Activity 5 – Assist ongoing TA in development and implementation of preliminary Public Relations plan to raise community awareness of the project and its implications for the population of Samoa.

Activity 6 – Establishment and facilitation of a key Stakeholder Committee comprising of SWA, GoS, commercial and community stakeholders that meets regularly to identify and discuss the various strategic issues and achieve resolution in a timely manner. Through the committee undertake two workshops to discuss the issues and findings and disseminate results to stakeholders.

Activity 7 – Identification and recruitment of additional staff to manage the scheme in accordance with organisational structure and management option adopted.

Activity 8 – Development of ToR for the loan funded Capacity Building component of the project including a broad outline of the training requirements for existing and proposed divisions

Activity 9 – Review of the Samoa Water Authority Asset Management System (SWAMS) and redesign the SWAMS implementation strategy to accommodate management, operation and maintenance of the sanitation assets.

Activity 10 – Review of the capacity of the existing SWA Public Utility Billing System (PUBS) to process both water and sanitation tariffs and identify software system upgrade requirements. Review Customer Database for the greater Apia area and identify support needed to strengthen cost recovery capability.

Activity 11 – Investigation of options for a twinning arrangement with an established wastewater utility

Activity 12 – “The consultant will also prepare a brief summary of work undertaken and prospects for PSP in small-scale water sector projects and water sector management”

Additional Activity – At the request of the MoF, develop a draft set of ToR for the SSDP PMU.

OUTPUTS AND OUTCOMES

Activity 1 - Management Strategy with PSP Focus

The SWA has identified a management strategy for the new Sanitation systems being developed under the SSDP. The strategy has a strong PSP focus which is both appropriate and sustainable in a small island context and will allow SWA to source technical and management expertise from both the local and international private sector. The SWA has also set processes in place to ensure both the successful implementation of the SSDP and the sustainable ongoing management of the sanitation schemes.

See the separate report titled “Development of a Strategy for PSP in Small Scale Water Sector Projects - Focusing on the Samoa Sanitation and Drainage Project - SAM 28314-01 (March 2004), for details of the outcomes under Activity 1.

Activity 2 - SWA Corporate Plan

SWA have 2 main corporate responsibilities under the SSDP. Firstly, to ensure successful project implementation and secondly, to ensure sustainable and efficient management of the completed sanitation systems.

The SWA Corporate Plan 2003-2006 now contains several references to both these responsibilities. For example, under “Specific Corporate Objectives” the Corporate Plan states that as a high priority the SWA will “influence the planning for the introduction of a sewerage scheme for central Apia, so that the SWA can provide a service that is both effective and financially sound”. In addition, under the Executive Management Result Area, the Corporate Action has been included to “Plan for the Apia Drainage and Sewerage Project” (sic).

The above amendments were inserted into the SWA Corporate Plan in mid 2003 during the finalisation of the 2003-06 Corporate Plan. The next update of the Corporate Plan scheduled for March 2005 should provide a more detailed reference to the SSDP, including perhaps incorporating some Corporate Performance Measures from the SSDP PPMS.

Activity 3 - SWA Organisational Structure

Based on the Management strategy adopted in Activity 1, the SWA have redesigned their organisational structure to include a Sanitation Division with a PSP focus. The Position Descriptions (PD's) for 4 additional staff were also prepared. SWA management approved the restructure and the PD's in early February and the SWA Board approved the organisational restructure, and staff PD's at its meeting on 26th February 2004.

Advertising for the staff to fill the Sanitation Division positions is expected to commence in April, with placements scheduled for July 2004 (i.e. before the loan agreement deadline of 31st August 2004).

Activity 4 - SWA Divisional Plans

The SWA Divisional Plans and Budgets are considered to contain more detailed elements that flow on from the Corporate Plan. The Divisional Plans have a 1 year life and have been revised to incorporate project implementation aspects of the SSDP. Future Divisional Plans will focus on the OMM of the Sanitation systems. The revisions to Divisional Plans were carried out between July and September 2003. Some examples of the inclusion of the SSDP in the Divisional Plans follow:

CORPORATE OBJECTIVE	STRATEGIES	PERFORMANCE MEASURES
6. Devise and successfully manage donor projects	<p>Corporate Division: Assess and decide the viability and impact of the proposed Apia Sewerage Project</p> <p>Donor Projects Unit Finalise scope of works by ADB for Sanitation Project</p> <p>Donor Projects Unit Orientate SWA towards provision of sanitation services</p>	<p>Have technical, siting and community related questions satisfactorily answered by Sept 03</p> <p>Long term business plan developed by Dec 03</p> <p>Resourcing for project and operation defined by Dec 03</p> <p>D 6.2.1 Scope of Works completed by October 2003</p> <p>D 6.3.1 SWA organisation structure, corporate and divisional plans (reviewed/revised) completed by April 2004</p>

Activity 5 - Assist with community awareness

A Community awareness TA consultancy was awarded to two consultants based in Samoa, i.e. Latu Kupa from KEW Consultants and Chris Solomona from KVA Consultants. The ToR under this TA consultancy was to assist with the process of developing and implementing a Public Relations program that raises community awareness. Via a joint effort led by KEW Consultants, a program was developed which firstly, raised awareness of the sanitation and drainage problem, and secondly

informed the community for the response by the GoS/ADB to the problems. Specifically, the following Public Relations/awareness programs have been developed:

- Television advertisement showing the impact of sewage pollution on the environment. Production of the advertisement is complete.
- An appearance by key stakeholders on the “E te Silafia” current affairs program has been organised. The script is prepared and participants identified. The program is expected to be filmed and shown on Televisi Samoa in late March 2004.
- A series of Radio advertisements have been scripted and production is expected to be completed in late March 2004 for airing in April 2004.

The above PR programs have been vetted and approved by the MoF.

Activity 6 - Stakeholder Committee.

Following discussions with the ADB’s Pacific Operations Division, this Activity has been refined to a) identify the stakeholder committee and b) assist with targeted stakeholder awareness sessions and meetings.

The key stakeholder committee will meet every 2 months for the life of the project and will be facilitated by the Project Manager of the PMU. See [Appendix 4](#) for a list of the proposed committee.

ADB staff held a series of workshops of Chamber of Commerce during the SSDP Field Missions. In addition, the Steering Committee has met regularly to plan and approve progress on the SSDP¹. It was agreed that while most key stakeholders had received detailed briefing on the project, the community groups within the low-lying areas of the project could benefit from a targeted awareness session. This awareness session was held on 10th March 2004 and included representatives from community groups, government representatives, church leaders and women’s committees. See [Appendix 5](#) for details of the awareness session. The workshops were facilitated by SWA and presentations were delivered in Samoan language.

Activity 7 - Staff for SWA Sanitation Division.

The Loan agreement between ADB and GoS require under “assurances” that “by 31st August a dedicated division with adequate staffing will be established within SWA to carry out wastewater management and sanitation services.”

The proposed Sanitation division and the staff position descriptions received SWA board approval on 26th March 2004. Recruitment is programmed to commence in April 2004 with placements scheduled for July 2004 (i.e. before the loan agreement deadline of 31st August 2004).

¹ Three Steering Committee meetings organised under the TA, on 20th November 2003, 20th January 2004 and 11th March 2004.

Activity 8 - Develop ToR for Capacity Building consultancy.

This activity was expanded to include a full RFP for the combined Project Implementation Assistance/Capacity Building Consultancy. The RFP was completed in December 2003 and approved by the SSDP Steering Committee in January 2004. EOI's for the consultancy were closed in January and shortlisting of the EOI's by the Consultants Selection Committee (CSC) was also completed in January. The shortlist and the RFP were submitted to ADB for approval in on 1st March 2004.

Activity 9 - Review SWA Asset Management systems

The existing SWA Asset management information system is based on Conquest² Software, and is linked to MapInfo GIS software. The systems were tested for inclusion of the Sanitation assets into the system and no further configuration is required. Asset records and maintenance programs for the proposed sanitation assets are required to be provided in Conquest and MapInfo format for ease of merging with the existing systems. The responsibility for this work is identified in the PIA/CB consultancy.

Activity 10 - Review SWA Public Utility Billing System (PUBS)

The supplier of SWA's PUBS is a company based in Fiji called Computech (contact John Moyer jmoyer@computech.com.fj). Computech advised that the existing PUBS system can be easily converted include a sanitation bill based on water consumption for selected customers or groups of customers. They advise that in addition to reconfiguration of the software, some modifications to the bill layout and new billing stationary are required. Below is an extract from Computech's comments:

PUBS already has the ability to track such a charge. On it there is a checkbox for "Sewerage Use". This would indicate that the customer is using the service and will be charged for it.

The charge rate is dependant on the tariff code. For each tariff code you can specify the sewerage charge rate, which would be a percentage, flat or volume rate. This can be done through "Tariff Maintenance" in PUBS.

If you will be connecting whole zones or villages at a time, we could assist by creating a program to set the sewerage use flag en masse, rather than having the tedious task of setting the flag for each individual customer.

Some modifications will have to be made to the billing process to cater for the new charge and possibly to the bill design, because these were just recently made very specialized for the new tariffs that SWA implemented last year.

All these modifications I can be do here but, while it is not necessary, I would like to be in Samoa to deploy them and troubleshoot any problems that might arise. I found that it is much more efficient than trying to deal with the issues from here.

During discussions with the SWA MD on this issue, he indicated that he would like to explore the option of combining SWA's billing system with the Samoa's Electricity Corporation billing system, i.e. DAFRON sourced out of the USA. This system is also

² Software supplied by Conquest Solutions Pty Ltd. Ph +61 8 8223 3377 | Fax +61 8 8223 3600 Suite 3, Level 2, 187 Rundle Street, Adelaide, South Australia, 5000 Australia

used by the American Samoa Electricity Corporation for power, water and sanitation billing. In response to this request the PIA/CB Consultancy ToR includes a study into the viability and costs of this option.

Activity 11 – Twinning Arrangement Options

Part of the SSDP funds will be used to finance a “Twinning arrangement” between Samoa Water Authority and an appropriate regional sanitation utility. i.e. a formal arrangement where the loan money is used to fund a reputable regional utility to support for SWA in sanitation system management.

Budgeted funds for this arrangement are US\$200,000. The details of the arrangement are not defined as yet but might include exchange visits and some intermittent technical and management assistance for the first few years starting after construction has commenced. (Note; designing and tendering the Twinning arrangement will be the responsibility of the PIA/CB consultancy).

The ADB TA sponsored a trip to American Samoa to visit the American Samoa Power Authority to review operations explore options for a twinning relationship (see [Appendix 3](#) for an overview of the visit). ASPA has responsibility for power, water and sanitation services in AS, and is currently going through a period of rapid expansion of its reticulated sewerage systems. The 2 day visit took place on the 29th and 30th August 2003 and was hosted by ASPA. The advantages of a twinning relationship with ASPA include cultural and language compatibility, low travel costs, and a pre-existing close relationship between the 2 organisations. The disadvantages include, limited experience at ASPA with secondary treatment (both WWTP in AS are Primary treatment only), the fact that ASPA uses imperial measurements while SWA use metric and ASPA uses USA standards and guidelines while SWA tend to adopt Australian or New Zealand standards and guidelines. The visit was considered a great success by all participants and provided SWA staff with exposure to the key issues and the successes and failures associated with sewerage scheme management in the Pacific.

Alternative organisations for the twinning arrangement were also considered. In Australia and New Zealand many utilities have had experience with management of secondary, and tertiary WWTP systems, and several have experience with outsourcing of the same. The advantages of establishing the twinning arrangement with Australian or New Zealand utilities over ASPA include experience with secondary treatment, greater experience with outsourcing contracts and depth of skills base. The disadvantages include greater travel distances and related costs, cultural differences, and language differences. A list of organisations from the east coast of Australia of Australia with both sanitation and outsourcing experience and would be suitable for approaching on this arrangement include:

- ACTEW (Australian Capital Territory Electricity and Water) who also have institutional strengthening experience in Samoa and Tonga
- Coliban Water,
- Central Highlands Water,
- Noosa Shire Council and

- Bega Valley Shire

SWA have settled on 3 options for the Twinning Arrangement i.e.

- ASPA
- An Australian or New Zealand Utility
- A Joint Venture or similar arrangement between ASPA and a Australian or New Zealand.

While SWA are very keen to establish close relationships with ASPA, they plan to seek advice and assistance in scoping the Twinning arrangement from the PIA/CB consultancy.

Activity 12 – Report on Work Undertaken And Prospects For PSP

This report addresses work undertaken generally. For details on PSP refer to the separate report titled “Development of a Strategy for PSP in Small Scale Water Sector Projects - Focusing on the Samoa Sanitation and Drainage Project - SAM 28314-01 (March 2004).

Additional Activity – Terms of Reference for SSDP PMU

The ToR for the PMU were submitted to MoF on 27th February 2004. The ToR were approved by the SSDP Steering Committee on Thursday 11th March 2004. Advertising for the PMU is expected to commence in April 2004.

WORK REMAINING

SWA has several activities to complete before work starts on the ground in mid 2004. Key activities are to complete recruitment of Sanitation Division staff, submit sanitation division budget to MoF and organise office space for the sanitation Division and the PIA/CB consultants. An overview of key project milestones is attached as Appendix 6.

Another key activity for the SWA is the ongoing development of its Corporate Plan to reflect Sanitation Business activities. At this stage the Corporate Plan reflects the project as a key business activity, however the Sanitation management should take a more dominate place in the Corporate Plan and the details of the proposed scheme unfold. This activity is identified in the ToR for the PIA/CB consultancy (Note: A full review of the Corporate Plan by SWA is scheduled for March 2005.)

The SWA officer responsible for continuing coordination of project preparations is the Donor Project Coordinator, Philip Kerslake, email pk@swa.gov.ws

CONCLUSION

As a result of the efforts of ADB Project staff and this TA, the SWA has now incorporated the project it its planning and business activities. The SWA has identified a management strategy for the new Sanitation systems being developed under the SSDP with a strong PSP focus which is both appropriate and sustainable.

In addition, tender documents for the consultancy services under the project have been prepared and endorsed by the Project Steering Committee and the SWA has received Board Approval for an organisational restructure and has commenced the recruitment process for a new Sanitation Division.

Also, the TA input has assisted and advised both SWA and MoF on ADB processes and policies, assisted with communication, assisted with ADB Field missions and several project preparation activities.

Finally, the SWA and MoF have set processes in place to ensure both the successful implementation of the SSDP and the sustainable ongoing management of the sanitation schemes.

While the project is on track towards successful implementation, it is important that SWA remain an active participant in the process to ensure the solutions adopted are appropriate to local needs and local circumstances.

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APPENDIX 1

DESCRIPTION OF THE SAMOA SANITATION AND DRAINAGE PROJECT

The overall objective of the Project is to improve the environment and public health in Apia through. (i) improving drainage and sanitation infrastructure and capacity in urban management, (ii) reducing frequency of flooding in specific low lying areas, (iii) improving surface and groundwater quality, and (iv) promoting private sector participation in the provision of urban services. The Project consists of:

Part (A): Drainage

- i. Rehabilitation of approximately 2,850 meters (m) of floodways in the Fugalei River, Asaga Stream Bypass, and the Gasegase River;
- ii. Rehabilitation of approximately 2,425 m of existing drains;
- iii. Installation of water gauging stations to monitor flood flows and provide data for hydraulic modelling and further drainage design;
- iv. Undertaking topographical and cadastral surveys to establish correct levels in the floodplain and low-lying area; hydraulic modelling of flood flows, design and implementation of the civil works; and
- v. Supply pumps to release floodwaters from constrained drainage ways.

Part (B): Wastewater Management and Sanitation

- i. Individual System Rehabilitation and Septage Collection and Treatment Program including (a) implementation of operation and maintenance (O&M) program for individual systems; (b) carrying out a approximately 8,000 households; and (d) supply of two 10.0 cubic meters (m³) vacuum trucks for such services;
- ii. CBA Wastewater Collection and Treatment System including (a) construction of approximately 2 kilometres (km) of sewers and 1.3 km of rising mains, and (b) design, construction, and operation of a wastewater treatment plant (WWTP) with an average capacity of 950 m³/day; and
- iii. SNA Wastewater Treatment including (a) connection of priority SNAs to the CBA collection system; (b) construction of approximately 3 km of sewers and 0.4 km of rising mains to connect this system to the WWTP; and (c) identification and provision of support to additional SNA.

Part (C): Capacity Building

- iv. Capacity building in technical and management areas through identifying training needs and developing training programs;
- v. Funding of twinning arrangement for SWA with a well-functioning wastewater utility, or similar organization;
- vi. Community awareness programs in the key areas such as (a) need for new infrastructure and new practices, including the environment implications of unsafe sanitation and drainage practices, (b) application of good on-site planning principles and practices for sanitation and drainage, (c) on-site sanitation design, O&M including where to seek technical assistance and advice, (d) the responsibilities of Government, households and individuals in regard to sanitation and drainage, (e) safe wastewater practices; and
- vii. Project implementation assistance

APPENDIX 2

Summary of key Samoan Counterparts for delivery of outputs under ToR

Organisation	Position	Name
Samoa Water Authority	Managing Director	Moefa'auo Taputoa Titimaea
	Donor Projects Co-ordinator	Sharon Wendt (July to December 2003) and Philip Kerlake (January to March 2004)
	Legal Officer	Treena Atoa
	Finance Officer	Heseti Va'ai
	SWA Division Managers	Leasi John Galuvao, Suluimalo Amataga Penaia, Toetau Pouifi Tufuga,
Ministry of Finance	Assistant Secretary Finance	Maeva Betham Va'ai
	Senior Finance Officer	Viane Tagiilima

APPENDIX 3

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Report on SWA Study Tour to American Samoa Power Authority (ASPA)

Introduction

The Samoa Drainage and Sanitation Project (SDSP), funded by an Asian Development Bank Loan (SAM 28314) is expected to commence in 2004. The sanitation components of the project will be managed by Samoa Water Authority.

The management at SWA have limited experience with operation and maintenance of sewerage systems. To help provide SWA management with a greater appreciation of sanitation management, the ADB proposed SWA field a study tour to American Samoa to inspect the ASPA sewerage systems.

The CEO of ASPA, Utu Abe Malae endorsed the study tour and agreed to facilitate the visit by providing ASPA staff and transport for the duration of the visit. Utu nominated Michael Dworsky to guide SWA through the ASPA approach to sewerage system management.

The participants attending from Samoa were as follows. Moefa'auo Taputoa Titimaea (Managing Director SWA), Sharon Wendt (Donor Projects Manager), John Eteuati (Networks Engineer), Vince Keogh (ADB Consultant). The visit was entirely funded by ADB.

Program

- **8.00am - Arrive in American Samoa (Friday 29th August)**
- **8.30am to 9.30 am – Join ASPA Management Meeting.**
Utu introduced the visitors from Samoa then proceeded to chair the ASPA meeting. Attendance at this meeting gave SWA an interesting insight into the priority issues affecting ASPA that week.
- **9:30am to 11:00am – Financial Management Discussions with ASPA**
SWA and ASPA discussed financial management, customer database management and billing systems and outsourcing issues. Meeting was chaired by Michael Dworsky, sanitation specialist at ASPA. This meeting helped SWA understand the ASPA approach to financial management.
- **11:00am to 12:30am – Sanitation Department inspections and Infrastructure Inspections (Part 1)**
SWA were invited to inspect the engineering offices, stores and work yard of the ASPA sanitation department. SWA saw that ASPA uses AutoCAD and MapInfo software systems for design and data management. ASPA also outsource the design of the construction program.

The ongoing program for extending the ASPA sewerage system is designed using external engineering consultants. The construction is managed in-house,

with only plant hire outsourced. SWA visited a construction site and witnessed the scale of work required to build a sewerage scheme.

- **12 noon to 1pm – Lunch provided by ASPA**
- **1:00 pm to 5:00pm - Infrastructure Inspections (ASPA – Part 2)**
The SWA were invited to inspect the Utulei Waste Water Treatment Plant and the maintenance management systems used at that site. A representative from the AS Environmental Protection Agency (EPA) attended this site visit to advise SWA on Environmental Monitoring and Regulation issues. The study tour then inspected various major and minor pump station sites.
- **5.00pm to 6.00pm Final discussions between SWA and Utu Abe Malae.**
- **6.00pm – Finish**
- **Saturday 30th August – Return to Samoa**

Conclusions

The study tour to American Samoa to inspect the management of sewerage facilities at ASPA provided SWA staff with exposure to the key issues and the successes and failures associated with sewerage scheme management in the Pacific. This exposure will help SWA become more involved in the design of the Samoa Drainage and Sanitation Project to ensure the infrastructure and capacity building aspects of the project are appropriate to a small Pacific island nation.

The study tour also highlighted the fact that SWA has a friend near-by who has experience with sanitation management and is willing to assist SWA to successfully implement the Samoa Drainage and Sanitation Project.

APPENDIX 4

Proposed Key Stakeholder Committee members

It is proposed that the Stakeholder Committee will meet every 2 months starting from July 2004. The meetings will be organised and chaired by the Manager of the PMU.

It is proposed that a representative from the following organisations be invited to attend the stakeholder committee meetings (with suggested names in brackets where available):

1. National Drainage Committee – (Lefau Dr. Waikaremoana Soonalole)
2. National Council of Women (Laufili Pativaine AINU'U)
3. Pacific Island Networks Association or PINA (i.e., media representative, TBA)
4. Marine Conservation trust (TBA)
5. Siosiomaga Society (Fui Mataese)
6. National Beautification Committee (TBA)
7. Samoa Water Authority (MD or Sanitation Division Manager)
8. Ministry of Works, Transport and Infrastructure (CEO)
9. Ministry of Finance (CEO)
10. Chamber of Commerce and Industry (John Boyle)
11. Ministry of Public Health
12. National Council of Churches (Rev. Fepa'i Kororia)
13. SSDP PMU Project Manager (Chairperson, TBA)

APPENDIX 5

Information on Individual Systems Community Awareness Workshop.

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Background Paper

Samoa Sanitation and Drainage Project

Individual Systems Workshop

10th March 2004

The Government of Samoa is concerned about the health and safety of the people of Samoa caused by poor drainage and sanitation in the Apia area.

One of the areas of particular concern for the GoS are the household sanitation systems in the low lying areas of Apia bound by Fugalei Street, Vaitele Street, Ifiifi Street and Convent Street. Many of these systems are poorly built and leak sewage into the rivers causing pollution and sickness for the residents nearby.

To try to improve the sanitation in this area, the GoS has negotiated a loan from the Asian Development Bank (ADB) for the upgrade of drainage and sanitation systems in the Apia area. There are several components to this project however one of the main areas of focus will be the Tuloto, Savalalo, Fugalei, Saleufi, Taufusi, Togaufua, and Apia Villages.

The GoS proposes to use part of the loan money to upgrade household sanitation disposal systems in these villages and to set up a system for regular pump-out (cleaning) of the upgraded septic tanks. The government's objective is to reduce the pollution of drains and rivers in the low-lying areas and therefore reduce the risks to public health and the environment.

Payment for upgrading the septic tanks will be funded by the loan. Payment for the ongoing pump out of the septic tanks will be collected by a small charge on the water bills for all residents of Samoa. The pump – outs will be done by private contractors and SWA will be tasked with the responsibility for management of these contracts.

It is expected that work will start this year with a detailed survey of all the existing systems by consultants. The consultants will then advise on the size of the problems and what repair or upgrade work should be done to household septic tanks to ensure proper treatment. The upgrade work should commence in 2005 and be finished in 2006. Regular pump – outs should start in 2006.

The SWA has called this workshop to explain what the government proposes in the villages, and to seek advice and input from village leaders on the best way to improve the sanitation systems in Apia.

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APPENDIX 5 (Continued)

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Samoa Sanitation and Drainage Project - Low Lying Areas Workshop

10th March 2004 - PROPOSED LIST OF INVITEES

1. **PASTORS:**
 - a. Rev Samani Iulio Ioane, (Catholic Church, Saleufi)
 - b. Rev Kerisiano Soti (CCCS) – *Church Elder Vaoala to Alamagoto*
2. **DISTRICT MEMBERS OF PARLIAMENT (covering this zone):**
 - a. Afioga Patu Aivalu (Vaiala)
 - b. Afioga Sililoto Tolo (Moata'a)
 - c. Afioga Lepou Petelo (Lepea)
 - d. Afioga Tuala Ainiuiusitino (Togafuafua)
3. **VILLAGE MAYORS:**
 - a. Afioga Leilua Leasuasu, (Fugalei & Saleufi)
 - b. Afioga Taua Tanielu, (Vaimoso)
 - c. Afioga Toalasi Passi, (Taufusi, Togafu'afu'a & Tufuiopa)
 - d. Afioga Tuiletufuga Leapai (Apia, Vaisigano, Aai o Niue)
4. **APIA DRAINAGE COMMITTEE**
 - a. Afioga Lefau Waikaremoana Soonalole (Chairperson)
 - b. Afioga Laulu Uilisone, Govt Rep for Drainage, (MWTI)
 - c. Rep fr the Health Dept
5. **BEAUTIFICATION COMMITTEE:**
 - a. Sealiimalietoa Melepone Isara, (Chairman)
 - b. Maselino Pania (PUMA)
 - c. Lauao Leavai (Tourism Authority)
 - d. Sui Pahetogia (Police Dept)
6. **WOMEN REPS**
 - a. Luagalau Foisaga (CEO – Min Women Affairs)
7. **OTHERS: (PROMINENT COMMUNITY FIGURE)**
 - a. Afioga Une Kelekolio, (Vaimoso)
 - b. Letaa Dan Devoe (Alamagoto)
 - c. Susuga Sekoa Boon, (Vaimea)
 - d. Afioga Fuimaono Lafaele, (Tuloto)
 - e. *Tamaseu Warren (Tuloto)*
 - f. Afioga Leota Paulo, (Saleufi)
 - g. *Lei Sam, (Saleufi)*
 - h. Meilan/Rudy Meredith (Business System)
 - i. HJKeil Rep.
 - j. *Susuga Joe Lober, (Vaimea)*

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APPENDIX 5 (Continued)

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Samoa Sanitation and Drainage Project

Individual Systems Awareness Session

10th March 2004

AGENDA

- **10.00 am – Welcome by SWA Managing Director - Moefa'auo Taputoa Titimaea**
- **10.10 am – Prayer - Reverend Kerisiano Soti (to be confirmed)**
- **10.20 am – Opening Address - Minister for SWA (or his representative)**
- **10.40 am – Coffee**
- **10.50 am – Presentation on the Project – MD, SWA and ADB Consultants**
- **11.30 am – Questions from participants and general discussion**
- **12.00am – Lunch**