

## TERMS OF REFERENCE FOR CONSULTANTS

### KNOWLEDGE AND SUPPORT TECHNICAL ASSISTANCE WATER AND SANITATION STRATEGY DEVELOPMENT AND CAPACITY BUILDING

#### A. Objectives and Approach

1. The knowledge and support technical assistance (TA) will strengthen urban water supply and sanitation (WSS) sector reform initiatives in the Republic of Uzbekistan (Uzbekistan). It will assist government to formulate aspects of a medium-term national urban WSS sector development strategy, build institutional capacity in the national WSS training center, formulate and deliver priority training modules for the training center, and assist it to improve and refine WSS regulations.

#### B. Project Outputs

2. **Output 1: Medium-term Urban WSS Sector Development and Investment Strategy prepared** including three key components: (i) drinking water resource management and protection,<sup>1</sup> (ii) WSS development strategy and proposed investments,<sup>2</sup> and (iii) water and wastewater discharge standards. The TA will also assess alternative contracting arrangements, including potential public private partnership (PPP) modalities.

3. **Output 2: Training Center Kommunalukuv capacity strengthened** through completion of the following sector specific activities:

- a. WSS sector diagnostic assessment and formulation of an institutional development program.<sup>3</sup>
- b. Formulation of a capacity development program for Kommunalukuv personnel.
- c. Confirmation of a twinning arrangement with a WSS knowledge-based facility.<sup>4</sup>
- d. Development of three priority modules of the Kommunalukuv methodological toolkit, including for each module: (i) diagnostic assessment, (ii) formulation of appropriate methodological guidelines incorporating international best practices, (iii) training module formulation, (iv) piloting and refining of the training module, (v) training of Kommunalukuv trainers, and (vi) supervising and monitoring Kommunalukuv trainers during initiation. The three training modules are:
  - i. **Basic corporate knowledge:** Including training for water balance, billing systems, geographic information system, key performance indicators, accountability, grievance redress mechanisms, public service contracts, and energy efficiency. In general, this module will constitute an effective knowledge base on the performance management framework of WSS utilities.
  - ii. **Operation and maintenance:** Including training for asset management, non-revenue water management, leakage detection and repair. The module will be developed using modern information communication technologies.

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<sup>1</sup> Incorporating water balance, water use and conservation.

<sup>2</sup> Including systems diagnostic assessment, demand analysis, capital investment programming, and the incorporation of smart technologies.

<sup>3</sup> In order to strengthen its mission, objectives, services, management structure, human resources, revenue base, and tariff setting and financial management capabilities.

<sup>4</sup> The twinning arrangement will provide long-term knowledge-based support to Kommunalukuv.

iii. **Financial management and billing systems:** Including training for automated accounting systems based on government standards.

- e. International training tours.<sup>5</sup>
- f. Improvement of training facilities.<sup>6</sup>

4. **Output 3: WSS regulatory framework improved** by assisting Kommunalukuv to review and refine DCM 306 and other regulations based on recent sector findings and emerging developments.

#### **D. Consultant Team and Tasks**

1. A team of 12 consultants assigned for a total of 46 person-months will complete the TA intermittently over a 30 months period. The consultant team includes:

- (i) Team Leader, Water Supply and Sanitation Sector Expert (international, 6 person-months, intermittent),
- (ii) WSS Sector Specialist on Institutional and Performance Management (international, 6 person-months, intermittent),
- (iii) Capacity Development and Training Specialist (international, 4 person-months, intermittent),
- (iv) Water Supply Operations and Maintenance Specialist (international, 4 person-months, intermittent),
- (v) GIS Specialist (international, 1 person-months, intermittent),
- (vi) Utility Human Resources Management Specialist (international, 2 person-months, intermittent),
- (vii) Financial Management Specialist (international, 2 person-months, intermittent),
- (viii) Deputy Team Leader, Water Supply and Sanitation Sector Expert (national, 12 person-months, intermittent),
- (ix) Water Supply and Sanitation Sector Regulatory Framework Specialist (national, 3 person-months, intermittent),
- (x) Capacity Development and Training Specialist (national, 2 person-months, intermittent),
- (xi) Water Supply Operations and Maintenance Specialist (national, 3 person-months, intermittent),
- (xii) Financial Management Specialist (national, 1 person-months, intermittent).

#### **A. Consultants to be engaged under a Consulting Firm using Quality and Cost Based Selection**

2. **Capacity Development and Training Specialist** (international, 4 person-months, intermittent). This specialist will complete the following tasks:

- (i) Based on the government's agenda, strategies and objectives in reforming the WSS sector, identify: (a) training needs for the sector in terms of relevant knowledge and skills required by the utilities management and officers to be able to understand and implement the government's reform directives; and (b) training resources available for serving such needs;

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<sup>5</sup> Including tours of established WSS entities in the People's Republic of China, and possibly the United Kingdom, France or Germany.

<sup>6</sup> Including computers and office equipment, furnitures, and fixtures.

- (ii) Formulate a capacity development program and an action plan for Kommunalukuv personnel, including:
  - i. The list and scope of training modules to be introduced to the training center's assortment;
  - ii. List of training center's current modules to be modernized and substantively revised;
  - iii. Scope and budget for enhancement of facilities and equipment base of the center;
  - iv. Measures for improved financial management and sustainability;
  - v. Measures for improved human resources management;
  - vi. Plans for preparation of the new or substantively improved training modules;
  - vii. Plans for training of trainers on the new or improved training modules;
  - viii. Plans for improvements in training methods and approaches, including plans for adopting systematic evaluation of efficacy and impact of conducted training sessions;
  - ix. Plans for supervising the initial set of trainings conducted by the trainers;
  - x. Plans for enhanced effective cooperation with relevant international organizations, including envisioned twinning arrangements and international study tours;
  - xi. Other measures needed for improved efficacy and sustainability of operations of the center;
- (iii) Lead in the development and implementation of three priority modules of the Kommunalukuv methodological toolkit, including for each module: (i) diagnostic assessment, (ii) formulation of appropriate methodological guidelines incorporating international best practices, (iii) training module formulation, (iv) piloting and refining of the training module, (v) training of Kommunalukuv trainers, and (vi) supervising and monitoring Kommunalukuv trainers during initiation. The three training modules are:
  - i. Basic corporate knowledge: Including training for water balance, billing systems, geographic information system, key performance indicators, accountability, grievance redress mechanisms, public service contracts, and energy efficiency as well as a public awareness campaign and training on water conservation and hygiene. In general, this module will constitute an effective knowledge base on the performance management framework of WSS utilities.
  - ii. Operation and maintenance: Including training for asset management, non-revenue water management, leakage detection and repair. The module will be developed using modern information communication technologies.
  - iii. Financial management and billing systems: Including training for automated accounting systems based on government standards.
- (iv) Present information, materials and other knowledge products on professional training and certification in international best practices;
- (v) Assist "Kommunalukuv" to establish a twinning arrangement with an appropriate international knowledge-based facility, and an undertake overseas training tour for selected Kommunalukuv personnel and key staff of provincial suvokovas, as well as senior officers of relevant WSS sector regulators;
- (vi) Assist MHCS and "Kommunalukuv" to organize and implement an international training tour to visit relevant WSS utilities overseas, for "Kommunalukuv" personnel and senior personnel of the national level management bodies, with the focus on advanced practices in asset management, billing systems, and PPP;
- (vii) Assist with improvement of the training facilities, including procurement of essential equipment, training materials and licenses.

- (viii) Assist to organize invitation letters, visas and other related matters for overseas training;
- (ix) Compile related sections for inception, interim and final report;
- (x) Complete other tasks assigned by the Team Leader.

3. The International Capacity Development and Training Specialist is preferred to have the following qualifications and experience: (i) at least a Master's degree, (ii) at least 10 years of experience in training and/or capacity development in the water supply and sanitation sector, (iii) a proven track record as an expert on ADB or other international assignments, (iv) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (v) fluency in written and spoken English, (vi) the ability to deliver high quality written outputs.

4. **Water Supply Operations and Maintenance (O&M) Specialist** (international, 4 person-months, intermittent). This specialist will complete the following tasks:

- (i) Review the operating processes and procedures of several provincial level utilities, including their operating regimes and protocols of operations.
- (ii) Review and summarize international experiences on 1) water supply process design, 2) water supply facility O&M, such as institutional arrangements, performance management systems, asset management and critical O&M techniques, 3) Non-Revenue Water (NRW) management including water balance, leakage detection and repairing technologies; and 4) increasing energy efficiency in water supply systems, operations and facilities.
- (iii) Based on the national situation, prepare the following training and other materials; 1) an O&M handbook for water utility's equipment, facility, and network zone based on international and national best practices. 2) energy conservation and effectiveness improvements; 3) water supply process and drinking water safety standards; and 4) NRW reduction, leakage detection and control, and water balance.
- (iv) Train the trainers of "Kommunalukuv", MHCS officers and selected executives of water utilities in preparation of the above topics.
- (v) Advise and train on optimization and orderly organization of work of Repair and Maintenance Crews (RMC);
- (vi) Compile related sections for inception, interim and final report;
- (vii) Complete other tasks assigned by the Team Leader.

5. The International Water Supply Operations and Maintenance specialist is preferred to have the following qualifications and experience: (i) at least a Master's degree in water supply engineering or related discipline, (ii) at least 15 years of related international project experience in water supply and sanitation, (iv) at least 5 years of experience of consulting on O&M optimization, (v) experience on ADB and/or other international assignments is preferred, (vi) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (vii) fluency in written and spoken English, (viii) the ability to deliver high quality written outputs.

6. **GIS Specialist** (international, 1 person-months, intermittent). This specialist will complete the following tasks:

- (i) Review and summarize international experiences and domestic practices on application of Geographic Information Systems (GIS) in the water supply and sanitation sector;

- (ii) Based on the national situation, prepare training materials on GIS applications in asset management, accident management, leakage detection and control, water quantity analysis, etc.;
- (iii) Conduct training sessions.
- (iv) Compile related sections for inception, interim and final report.
- (v) Complete other tasks assigned by the Team Leader.

7. The GIS Specialist is preferred to have the following qualifications and experience: (i) at least a Master's degree, (ii) at least 10 years of related international project experience in GIS applications in the water supply and sanitation sector, (iii) at least 5 years of related international project experience in GIS in water supply and sanitation sector, (v) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (vi) fluency in written and spoken English, (vii) the ability to deliver high quality written outputs.

8. **Utility Human Resources Management Specialist** (international, 2 person-months, intermittent). This specialist will complete the following tasks:

- (i) Based on the government's agenda, strategies and objectives in reforming the WSS sector, identify: (a) overall training needs for the sector in terms of relevant knowledge and skills required by the utilities management and officers to be able to comprehend and implement the government's reform directives; and (b) training resources available for serving such needs;
- (ii) Conduct an institutional diagnostic assessment of "Kommunalukuv" in terms of: (a) its capacity to serve the WSS sector needs and reform agenda; (b) efficacy and sustainability of its operations; (c) relevance and strength of its assortment of training modules; (d) efficacy of methods and tools for evaluating the impacts of training modules; (e) adequacy of facilities and equipment; and (f) areas of required improvements;
- (iii) Prepare training materials on human resource management, performance management of water utilities, corporate governance, internal controls and systems, Management Information Systems, and other managerial aspects of operations, as needed.
- (iv) Introduce an international qualification system and training contents for key technical personnel of water supply facilities, such as laboratory technician, water treatment technician, plumber, electrician, equipment maintenance worker, etc.
- (v) Conduct training of trainers of "Kommunalukuv";
- (vi) Compile related sections for inception, interim and final report;
- (vii) Complete other tasks assigned by the Team Leader.

9. The Utility Human Resources Management Specialist is preferred to have the following qualifications and experience: (i) at least a Bachelor's degree, (ii) at least 10 years of related international human resource management experience in the water supply and sanitation sector, (iii) experience on ADB or other international assignments is preferred, (iv) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (v) fluency in written and spoken English, (vi) the ability to deliver high quality written outputs.

10. **Financial Management Specialist** (international, 2 person-months, intermittent). This specialist will complete the following tasks:

- (i) Prepare training materials on: (a) conceptual framework of International Financial Reporting Standards (IFRS); (b) basics of financial management, including financial modeling, budgeting, and plan/fact controls; (c) billing, customer relations and related database management; (d) basics of Management Information Systems in accounting, billing and financial management; (e) basics of internal controls and operational discipline; and (f) other themes as needed.
- (ii) Conduct training of trainers of "Kommunalukuv".
- (iii) Compile related sections for inception, interim and final report.
- (iv) Complete other tasks assigned by the Team Leader.

11. The Financial Management Specialist is preferred to have the following qualifications and experience: (i) at least a Master's degree in accounting, finance or other related discipline, (ii) professional accountancy/finance qualification such as Chartered Accountancy, CPA or equivalent, (iii) at least 15 years of related international project experience in accounting and/or financial management in the water supply and sanitation sector, (iv) experience on ADB and/or other international assignments is preferred, (v) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (vi) fluency in written and spoken English, (vii) the ability to deliver high quality written outputs.

12. **Capacity Development and Training Specialist** (national, 2 person-months, intermittent). Working closely with and supporting the international specialist, this specialist will complete the following tasks:

- (i) Based on the government's agenda, strategies and objectives in reforming the WSS sector, identify: (a) training needs for the sector in terms of relevant knowledge and skills required by the utilities management and officers to be able to understand and implement the government's reform directives; and (b) training resources available for serving such needs;
- (ii) Formulate a capacity development program and an action plan for Kommunalukuv personnel, including:
  - xii. The list and scope of training modules to be introduced to the training center's assortment;
  - xiii. List of training center's current modules to be modernized and substantively revised;
  - xiv. Scope and budget for enhancement of facilities and equipment base of the center;
  - xv. Measures for improved financial management and sustainability;
  - xvi. Measures for improved human resources management;
  - xvii. Plans for preparation of the new or substantively improved training modules;
  - xviii. Plans for training of trainers on the new or improved training modules;
  - xix. Plans for improvements in training methods and approaches, including plans for adopting systematic evaluation of efficacy and impact of conducted training sessions;
  - xx. Plans for supervising the initial set of trainings conducted by the trainers;
  - xxi. Plans for enhanced effective cooperation with relevant international organizations, including envisioned twinning arrangements and international study tours;
  - xxii. Other measures needed for improved efficacy and sustainability of operations of the center;
- (iii) Lead in the development and implementation of three priority modules of the Kommunalukuv methodological toolkit, including for each module: (i) diagnostic

assessment, (ii) formulation of appropriate methodological guidelines incorporating international best practices, (iii) training module formulation, (iv) piloting and refining of the training module, (v) training of Kommunalukuv trainers, and (vi) supervising and monitoring Kommunalukuv trainers during initiation. The three training modules are:

- i. Basic corporate knowledge: Including training for water balance, billing systems, geographic information system, key performance indicators, accountability, grievance redress mechanisms, public service contracts, and energy efficiency. In general, this module will constitute an effective knowledge base on the performance management framework of WSS utilities.
  - ii. Operation and maintenance: Including training for asset management, non-revenue water management, leakage detection and repair. The module will be developed using modern information communication technologies.
  - iii. Financial management and billing systems: Including training for automated accounting systems based on government standards.
- (iv) Present information, materials and other knowledge products on professional training and certification in international best practices;
  - (v) Assist “Kommunalukuv” to establish a twinning arrangement with an appropriate international knowledge-based facility, and an undertake overseas training tour for selected Kommunalukuv personnel and key staff of provincial suvokovas, as well as senior officers of relevant WSS sector regulators;
  - (vi) Assist MHCS and “Kommunalukuv” to organize and implement an international training tour to visit relevant WSS utilities overseas, for “Kommunalukuv” personnel and senior personnel of the national level management bodies, with the focus on advanced practices in asset management, billing systems, and PPP;
  - (vii) Assist with improvement of the training facilities, including procurement of essential equipment, training materials and licenses.
  - (viii) Assist to organize invitation letters, visas and other related matters for overseas training;
  - (ix) Compile related sections for inception, interim and final report;
  - (x) Complete other tasks assigned by the Team Leader.

13. The Capacity Development and Training Specialist is preferred to have the following qualifications and experience: (i) at least a Master’s degree, (ii) at least 10 years of experience in training and/or capacity development, preferably in the water supply and sanitation sector, (iii) a proven track record as an expert on ADB or other assignments is preferred, (iv) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (v) fluency in written and spoken English and Russian and/or Uzbek, (vi) the ability to deliver high quality written outputs.

14. **Water Supply Operations and Maintenance Specialist** (national, 3 person-months, intermittent). Together with the international specialist, this specialist will complete the following tasks:

- (i) Review the operating processes and procedures of several provincial level utilities, including their operating regimes and protocols of operations.
- (ii) Prepare training materials on international and domestic experiences of 1) water supply process design, 2) water supply facility O&M, such as institutional arrangements, performance management system, asset management and critical O&M techniques, 3) Non-Revenue Water (NRW) management including water balance, leakage detection and repairing technologies; 4) increasing energy efficiency in water supply systems, operations and facilities.

- (iii) Train trainers of “Kommunalukuv”, MHCS officers and selected executives of water utilities.
- (iv) Compile related sections for inception, interim and final report;
- (v) Complete other tasks assigned by the Team Leader.

15. The National Water Supply Operations and Maintenance Specialist is preferred to have the following qualifications and experience: (i) at least a Bachelor’s degree in Engineering or related discipline, (ii) at least 15 years of experience in water supply and sanitation, (iii) a proven track record on ADB or other assignments, (iv) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (vii) fluency in written and spoken English and Russian and/or Uzbek, (viii) the ability to deliver high quality written outputs.

16. **Financial Management Specialist** (national, 1 person-month, intermittent). Together with the international specialist, this specialist will complete the following tasks:

- (i) Prepare training materials on: (a) conceptual framework of International Financial Reporting Standards (IFRS); (b) basics of Financial Management, including financial modeling, budgeting, and plan/fact controls; (c) billing, customer relations and related database management; (d) basics of Management Information Systems in accounting, billing and financial management; (e) basics of internal controls and operational discipline; and (f) other themes, identified during the needs assessment stage by the Institutional and Performance Management Specialist;
- (ii) Conduct training of trainers of “Kommunalukuv”;
- (iii) Compile related sections for inception, interim and final report;
- (iv) Complete other tasks assigned by the Team Leader.

17. The Financial Management Specialist is preferred to have the following qualifications and experience: (i) at least a Master’s degree in accounting, finance or other related discipline, (ii) at least 15 years of related project experience in accounting and/or financial advisory assignments, (iii) a proven track record on ADB or other assignments, (iv) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (v) fluency in written and spoken English and Russian and/or Uzbek, (vi) the ability to deliver high quality written outputs.

## **B. Individual Consultants**

18. **Team Leader, Water Supply and Sanitation Sector Expert** (international, 6 person-months, intermittent). This specialist will complete the following tasks:

- (i) Lead and manage the project team towards fulfillment of all requirements of the Terms of Reference and deliverance of all of the intended Outputs;
- (ii) Based on materials available for deskwork analysis assess the current situation in the WSS sector in Uzbekistan, including SWOT analysis, GAP analysis and identification of the most critical issues to be addressed;
- (iii) Review the current WSS Sector Development and Investment Strategy, if available. As a result of the review, advise on areas and methods for improving the Strategy.
- (iv) Review practices, processes and systems for the Strategy preparation in place at the commencement of the engagement. As the result of the review recommend improvements in such practices, processes and systems.



- (v) Lead in the preparation of the three Strategy components, namely (a) drinking water resource management and protection, (ii) WSS development strategy and proposed investments, and (iii) water and wastewater discharge standards.
- (vi) Assist to prepare draft(s) of legislative initiatives.
- (vii) Lead in the design and implementation of workshop(s) involving key stakeholders of the WSS sector on the recommended legislative and other initiatives.
- (viii) Lead in the preparation of all reports and other outputs required under the project.

19. The Team Leader, Water Supply and Sanitation Sector Specialist is preferred to have the following qualifications and experience: (i) at least a Master's degree, (ii) at least 15 years of related international project experience in water supply and sanitation, (iii) a proven track record on international assignments, (iv) demonstrated ability to work congenially and productively in a team leadership position with a consultant team, counterparts, and other project stakeholders, (v) fluency in written and spoken English, (vi) the ability to deliver high quality written outputs.

20. **WSS Sector Specialist on Institutional and Performance Management** (international, 6 person-months, intermittent, 2 positions). This specialist will complete the following tasks:

- (i) Support the Team Leader in the assessment of the current situation in the WSS sector, including SWOT analysis, GAP analysis and identification of the most critical issues to be addressed, and in the context of potentially adopting public-private partnership (PPP) modalities;
- (ii) Conduct workshops on PPP modalities for key stakeholders of the WSS sector;
- (iii) Support the Team Leader in the review of the current WSS Sector Development and Investment Strategy, if available. Advise on areas and methods for improving the Strategy.
- (iv) Support the Team Leader in the preparation of the three Strategy components, namely (a) drinking water resource management and protection, (ii) WSS development strategy and proposed investments, and (iii) water and wastewater discharge standards.
- (v) Assist team members to prepare draft(s) of legislative initiative recommendations;
- (vi) Participate in the organization and facilitation of workshop(s) involving key stakeholders of the WSS sector on the recommended legislative initiatives;
- (vii) Advise the MHCS on public dissemination and public consultations on the proposed legislative initiative(s);
- (viii) Support the MHCS with public hearing event(s) relating to the recommended legislative initiative(s);
- (ix) Support the Team Leader in the preparation of the summary report on the recommended regulatory framework improvements and the rationale thereof.
- (x) Provide information and knowledge products on international best practices in sector strategy and development planning.

21. The WSS Sector Specialist on Institutional and Performance Management is preferred to have the following qualifications and experience: (i) at least a Master's degree, (ii) at least 10 years of experience in management consulting in water supply and sanitation sector, (iii) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (iv) fluency in written and spoken English, (v) the ability to deliver high quality written outputs

22. **Deputy Team Leader, Water Supply and Sanitation Sector Expert** (national, 12 person-months, intermittent). This specialist will complete the following tasks:

- (i) Support the Team Leader in managing the project team towards fulfillment of all requirements of the Terms of Reference and deliverance of all of the intended Outputs;
- (ii) Compile a comprehensive set of materials available for deskwork analysis of the current situation in the WSS sector, including SWOT analysis, GAP analysis and identification of the most critical issues to be addressed;
- (iii) Provide support in the review of the current WSS Sector Development and Investment Strategy, if available.
- (iv) Provide support in the reviews of practices, processes and systems for Strategy preparation in place at the commencement of the engagement. As the result of the review recommend improvements in such practices, processes and systems.
- (v) Assist in the preparation of the three Strategy components, namely (a) drinking water resource management and protection, (ii) WSS development strategy and proposed investments, and (iii) water and wastewater discharge standards.
- (vi) Assist in the establishment of a twinning arrangement with a similar knowledge-based facility internationally, and assist to implement an overseas training tour for selected Kommunalukuv personnel and key staff of provincial suvokovas, as well as senior officers of relevant WSS sector regulators;
- (vii) Assist to organize an international training tour to visit relevant WSS utilities overseas for “Kommunalukuv” personnel and senior personnel of the national level management bodies, with the focus on advanced practices in asset management, billing systems, and PPP;
- (viii) Assist to prepare draft(s) of legislative initiatives;
- (ix) Assist to organize workshop(s) involving key stakeholders of the WSS sector;
- (x) Advise the MHCS in public dissemination and public consultations of the proposed legislative initiative(s);
- (xi) Support the MHCS with public hearing event(s).

23. The Deputy Team Leader, Water Supply and Sanitation Sector Specialist is preferred to have the following qualifications and experience: (i) at least a Master’s degree, (ii) at least 15 years of related international project experience in water supply and sanitation, (iii) a proven track record as an expert on ADB and/or other international assignments, (iv) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (v) fluency in written and spoken English and Russian and/or Uzbek, (vi) the ability to deliver high quality written outputs.

24. **Water Supply and Sanitation Sector Regulatory Framework Specialist** (national, 3 person-months, intermittent). This specialist will complete the following tasks:

- (i) Based on materials available for deskwork analysis, assess the regulatory framework of the WSS sector including SWOT analysis, GAP analysis and identification of the most critical issues to be addressed;
- (ii) Assist to prepare draft(s) of legislative initiatives;
- (iii) Advise on regulatory framework improvements in terms of professional training and certification practices and requirements based on international best practices.
- (iv) Participate in organizing workshop(s) involving key stakeholders of the WSS sector on the proposed legislative initiatives;
- (v) Advise the MHCS in public dissemination and public consultations of the proposed legislative initiative(s);
- (vi) Support the MHCS with public hearing event(s) relating to the proposed legislative initiative(s)

- (vii) Prepare a summary report on the proposed regulatory framework improvements and the rationale thereof.

25. The Water Supply and Sanitation Sector Regulatory Framework Specialist is preferred to have the following qualifications and experience: (i) at least a Master's degree in Law, (ii) at least 15 years of related project experience in legal and/or regulatory framework advisory assignments, preferably in the water supply and sanitation sector, (iii) a proven track record on ADB or other assignments, (iv) demonstrated ability to work congenially and productively with a consultant team, counterparts, and other project stakeholders, (v) fluency in written and spoken English and Russian and/or Uzbek, (vi) the ability to deliver high quality written outputs.

### **G. Reporting Requirements**

26. The Consulting Firm will be engaged over a period of 30 months with intermittent inputs. They will prepare and submit the following reports in a format and content agreed with the ADB:

- (i) Inception Report within 1 month after commencement of services,
- (ii) Training Needs Assessment Report within 6 months after commencement,
- (iii) WSS Sector Situation Analysis Report within 9 months after commencement,
- (iv) Capacity Development Program and an Action Plan for "Kommunalukuv" personnel within 11 months after commencement,
- (v) Report on the Framework for the WSS Sector Strategy Development within 12 months after commencement,
- (vi) Report on the New Training Curriculum and Training Materials for "Kommunalukuv" within 24 months after commencement,
- (vii) Domestic Training Completion Report within 26 months of commencement,
- (viii) Foreign Study Tours and Training Completion Report within 28 months of commencement,
- (ix) Quarterly Progress reports,
- (x) Final Report upon completion of engagement.