



FÉDÉRATION INTERNATIONALE DES SOCIÉTÉS DE LA CROIX ROUGE ET DU CROISSANT ROUGE  
INTERNATIONAL FEDERATION OF RED CROSS AND RED CRESCENT SOCIETIES  
FEDERACIÓN INTERNACIONAL DE SOCIEDADES DE LA CRUZ ROJA Y DE LA MEDIA LUNA ROJA  
الاتحاد الدولي لجمعية الصليب الاحمر والهلال الاحمر

## FINAL REPORT

OD-ABQ-968  
99653

USAID Grant N° ENI-G-00-97-00010-00



## WATER AND SANITATION IN THE SOUTHERN CAMPS, AZERBAIJAN

Geneva, November 1998

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Final Report - USAID Grant N° ENI-G-00-97-00010-00

## **1. FINAL NARRATIVE REPORT**

**INTERNATIONAL FEDERATION OF RED CROSS AND RED  
CRESCENT SOCIETIES**

**WATER AND SANITATION PROJECT IN THE SOUTHERN CAMPS  
AZERBAIJAN**

**FINAL REPORT**

**NOVEMBER, 1998**

<i>Name of Organization</i>	USAID
<i>Country of Operation</i>	Azerbaijan
<i>Title of Operation</i>	Water and Sanitation Project in the Southern Camps
<i>Dates of Contract</i>	31 July 1997 to 31 July 1998 amended to 30 September 1998
<i>Total Budget</i>	USD 185,000
<i>Grant No</i>	ENI-G-00-97-00010-00

**1 General description of operation**

1 a Place/region/and beneficiary groups

The project was to improve the sanitary conditions, and increase the sustainability of water and sanitation activities and infrastructure, for the internally displaced people (IDPs) in seven "Southern Camps" in the Bilasuar, Sabirabad, and Saatli Districts of south-eastern Azerbaijan. The camps were established in 1993 after the renewed conflict between Azerbaijan and separatist forces over the Nagorno-Karabakh region. The conflict resulted in a mass exodus of people from the districts of Fizuli and Jebrayil, south of Nagorno-Karabakh, when over 47,000 people found refuge in the seven Southern Camps. The International Federation of Red Cross and Red Crescent Societies took over full responsibility for humanitarian aid to the population of the camps and for general camp management in November 1994. In spite of the cease-fire in effect since May 1994, no solution for the conflict has been found.

To ensure better planning of assistance, the International Federation has closely monitored the movement of the IDPs. About 15,000 IDPs have left the camps since 1994, some returning to villages in the liberated areas of Fizuli, and others to Baku, Sumgait and other areas. Correspondingly, re-registration since early 1997 has reduced the number of IDPs registered for assistance with the International Federation, in (and in the immediate surroundings of) the camps, from about 47,000 to about 32,000, with slightly less than 19,000 actually residing inside the camps.

Given the uncertainty surrounding the return of most of the IDPs to their homes, the International Federation must design and implement sustainable programs for the long term. Therefore, and in line with International Federation policy, the assistance provided under the grant has been used in such a way as to enable the IDPs, as much as possible, to take responsibility for the management of their own environmental sanitation. They themselves have taken responsibility for activities such as latrine cleaning and maintenance, and organize themselves for garbage collection and drainage maintenance in conjunction with the International Federation's community development program. However, for other activities involving skills and expenditures that the IDPs cannot provide themselves, local authorities were requested to take over some of these responsibilities.

Activities under this water and sanitation project had long-term objectives by extending and improving the infrastructure. An ECHO project complemented the important activities under this project, providing additional financial resources and personnel for the improvement of water and sanitation infrastructure, and for community development to prepare the IDPs and local authorities to take over responsibilities related to water and sanitation.

#### 1 b Objectives of operation

The general goal of the project was to improve the sanitary infrastructure of the camps, thereby improving the sanitary conditions and health of the IDPs. Originally, the general objectives were

- ♦ To improve the condition of the bathhouses
- ♦ To increase the capacity of the bathhouses, through the improvement of capacity of existing ones and building of new bathhouses where necessary in order to meet the needs of inhabitants
- ♦ To construct laundry facilities with provision of warm water for camp inhabitants
- ♦ To construct 300 (double compartment) stone brick toilets in order to replace the existing ones made with a wooden frame covered with plastic sheets over a simple pit in the soil
- ♦ To improve and repair water lines supplying the bathhouses with running water
- ♦ To purchase water pumps in order to improve the supplying of bathhouses and for the evacuation of stagnant water

In December, 1997, the International Federation requested an amendment to the project. The general objectives of the project remained largely the same. However

- ♦ the number of latrines to be constructed was reduced to 60
- ♦ the number of bathhouses to be built reduced to one
- ♦ an expatriate water and sanitation delegate to be assigned to the project for nine months (rather than the three months originally proposed) to coordinate the project and prepare and train the local community and beneficiaries to gradually take over the running of the project

After further assessing the situation during first half of 1998, there was an increased focus on sustainability of all International Federation's activities in the Southern Camps. This resulted in a somewhat changed direction of the project.

Hours of existing bathhouses should be increased rather than constructing additional bathhouses. Also, drainage systems could be modified so that additional pumps were not required, rather than purchasing additional pumps and supplying fuel and maintenance. Water lines to the bathhouses were also to be improved so that no additional pumps are needed to supply water for bathing.

Furthermore, the results of an informal survey of the IDP women in the Southern Camps showed that the IDPs would not use laundries unless there was provision for hot water. In fact, they advised the Water and Sanitation Delegate to not "waste your money" by constructing laundries without a hot water supply. However, assuming that a laundry uses as much hot water as a bathhouse, then an additional 8 to 10 tons of kerosene per month would have to be supplied to the seven camps to provide hot water for laundries. Once the responsibility for water and sanitation in the camps is handed over to local authorities and beneficiaries, it was felt that such arrangements would not be sustainable.

Space limitations in the camps largely prevent the construction of family latrines within camps boundaries. Therefore, to increase sustainability and to encourage the IDPs to clean and maintain the latrines, all latrines constructed in the camps should preferably "belong" to groups of families. Rather than building more public latrines, the program was designed so that these groups of families would take over the cleaning and maintenance of the latrines. As many latrines as possible have been constructed, so that the number of families using each latrine would be as small and as manageable as possible. Consequently

- new bathhouses were not to be built, only existing facilities were to be improved,
- laundries with provision for hot water were not to be built,
- 145 latrines comprising 291 compartments, each to be used by 8 families, to be built replacing the wood and plastic latrines, rather than 60 double latrines,
- water lines supplying the bathhouses to be improved and repaired,
- only two pumps to be purchased,
- two wells to be drilled rather than one

#### 1 c Identification of beneficiaries

There were, in early 1997, 43,500 displaced persons registered as living in or around the camps, mainly from Fizuli and Jebrayil districts. About 50% of the 10,000 IDPs from the liberated areas have returned home, and other IDPs have left the camps for other areas. Re-registration in September/October 1998 showed a total of about 32,000 IDPs were eligible for assistance within the Southern Camp program. At that time, the International Federation differentiated IDPs who lived in the immediate surroundings of the camps from those who reside in the camps themselves, and it was found that 18,836 lived in the camps. Members of this group are the main beneficiaries of the water and sanitation program. Additionally, however, in preventing epidemics of water- and hygiene-related diseases that could easily spread to local communities, the program actually benefited IDPs and local residents living in the vicinity of the camps as well.

## 2 Implementation

### 2 a Implementation of the project

Since there were no other sources of potable water or sanitation, and no other organizations working in water and sanitation in the camps, the need for the program was clear. IDPs living in the crowded and often sub-standard living conditions of the camps are at greater risk of water- and hygiene-related diseases than the general population. They also have limited coping mechanisms, such as water filters or water storage facilities, to deal with poor quality water and sanitation on their own. Therefore, the provision of potable water and adequate environmental and personal hygiene is essential to preventing outbreaks of diseases such as malaria, dysentery, cholera, scabies, conjunctivitis and many others, which can spread rapidly among vulnerable IDPs living in the camps and the vicinity.

Full implementation of the program began with the arrival in Azerbaijan of the Water and Sanitation Delegate on November 1, 1997.

In the past, when it was believed that the IDPs would be able to return home in the near future, limited attention had been paid to self-reliance or sustainability for water and sanitation, and the International Federation had supplied water and sanitation services for the IDPs with little participation on their part except as paid laborers. The hand-over of water and sanitation activities and infrastructure to local authorities and beneficiaries required profound changes in expectations and attitudes on the part of both the local authorities and the beneficiaries, changes that would take more than a few months to effect.

Negotiations with local authorities and consultations with the IDPs began in early 1998. In each camp, water and sanitation personnel met with the Health Promoters, which are teams of IDP women supervised and funded by the International Federation's Medical Department, to organize and mobilize the IDPs to take over cleaning and maintenance of latrines, an activity enhanced by the construction of latrines under the USAID project. They then met with women's groups and with groups of IDPs in each camp to involve them in planning infrastructure improvements and the take-over by the IDPs or local authorities.

The International Federation also met with the local authorities, in the Sabirabad, Saatlı and Bilasuar Districts, beginning in February 1998, to explain the need for them to take over some of the water and sanitation infrastructure and activities. In order to take over these responsibilities, they reported that they would need directives from the central government in Baku as well as additional resources. Parallel to this, the Head of the International Federation Delegation in Baku met several times with the concerned Deputy Prime Minister in order to negotiate the modalities of a hand-over. A gradual hand-over of responsibility began in August 1998, and was completed by the end of September 1998.

The participation of the IDPs in the planning process hopefully will enhance sustainability and probably promoted a feeling of "ownership" of the infrastructure on their part. The infrastructure improvements and new construction were designed to minimize the cost and external support needed for operations and maintenance. For example, local materials (mud bricks) were used for the construction of latrines, and additional drainage culverts were installed so that waste water need not be pumped out of the camps.

Plans for latrines were completed after meetings with the IDPs, and latrine construction started only in April and was completed by July/ August. Because of the soil conditions and the high groundwater level, latrine pits were built partially above ground, lined with stone block masonry, rendered with mortar. Slabs were made of reinforced concrete, and the superstructure of mud bricks, corrugated iron roofing and wooden doors. Where possible, materials salvaged from old latrines were used. A small number of public latrines were provided for schools and offices. Latrines for men and for women are separate to satisfy cultural requirements. The IDPs in all the camps, repeatedly requested that doors be placed on existing stone block latrines, and in five camps - as funds permitted - a total of 41 latrines were supplied with 164 doors. In camp number C7, 26 wood frame latrines were also rehabilitated.

Each family is assigned to particular latrines (one for men, one for women), which they will share with a group of other families. Each latrine cabin will have 40 to 50 users. This relatively high number of users also makes cooperation between the users for cleaning and maintenance more difficult.

While the construction of latrines were ongoing, the efforts to improve the water and sanitation infrastructure continued, with an emphasis on enabling the IDPs to take over management of their own environment, where possible. Community development, to enable and encourage the IDPs to become as self-reliant and self-supporting as possible, has become one of the primary goal of all of the International Federation's activities in the camps. This approach improved the cost-effectiveness of water and sanitation activities and has diminished the amount of external support required.

In early May, two wells, in camp numbers C6 and C7, were drilled and casing installed. However, water quality tests made by the Center for Research and Epidemiology showed chlorides above allowable levels in the well in camp number C7. Excess chlorides do not pose a health problem but may give a bad taste that makes the water unacceptable to consumers.

The pump installation for the well in camp number C6 began in July and was completed in early August (two pumps were purchased, one to equip this well and one for emergency use for drainage).

Bathroom renovation was completed in August 1998, including the construction of separate cubicles for showers in camp numbers C1 and C3 where there had been previously common rooms for showering. In all camps, corroded pipes were replaced, walls and pipes painted, windows, doors, walls, lights, heaters, walls and floors repaired, and benches, wooden platforms in cubicles to keep users above the floors and hooks for clothes provided. Water line improvements for bathhouses and water supply were completed, including repairs of holes in water lines and taps, so that water pressure and quantities were sufficient to supply bathhouses, and modifications of water lines in camp number C6 so that water would reach the bathhouse without additional pumping.

Local authorities in the Sabirabad and Bilasuar Districts supplied kerosene for the bathhouses starting in June 1998. Local authorities in Bilasuar took over administration and payment of water and sanitation teams, garbage collection, bathhouses and latrine desludging beginning 1 August 1998. Local authorities in Sabirabad and Saatlı waited authorization and additional resources from the central government before taking this step.

Negotiations with the Government authorities in Baku ultimately resulted in a hand-over of all sanitation infrastructure and activities in all seven Southern Camps by end of September, 1998

Although the Water and Sanitation Delegate completed her contract at the end of July, the Water and Sanitation Engineer and his assistant remained in place to ensure the hand-over of sanitation responsibilities and to continued operations of the water provision

#### 2 b Subcontract of operation

Some of the tasks performed under the project were performed by local artisans or entrepreneurs, such as welders or tractor owners. This included repair and maintenance of such items as pipes and boilers, fabrication of mud bricks, and labor for construction of latrines and other infrastructure. Wherever possible, IDP labor and rented equipment was used, and otherwise preference was given to local residents. International Federation-assisted Income Generation workshops in the camps were used for such items as the manufacture of doors or reinforcing grids for latrine construction.

Although difficult to measure, the income provided to the teams, artisans and entrepreneurs certainly had an impact. Few other means of earning income are available in or around the camps, as the economy of the area is very depressed. As regards local purchases - items such as pipe fittings were purchased, as much as possible, in the local markets of the area.

#### 2 c Sustainability

Keeping in view that the camps, established as temporary settlements, have been and will be inhabited for many years, the infrastructure needed an upgrading. This project has been timely and important in such an effort and particularly for a preparation for a gradual hand over to IDPs and local authorities.

The changes in expectations, attitude and behavior required of both the IDPs and the local authorities were considerable, especially after years of International Federation implementation of all water and sanitation activities. It is believed, however, that the steps taken under this project are important and will prove to be successful and a means towards increased sustainability.

The International Federation will, for the time being, continue to manage the water supply including treatment chemicals and pool tester tablets to ensure water quality. Vector control involves toxic chemicals and will be taken over by the International Federation's medical department.

For follow-up and support of the IDPs, the International Federation will continue to monitor the sanitation situation and intervene when necessary, particularly through its Medical Department and its Health Promoters, to ensure that the health of the IDPs is not threatened.

#### 2 d Management

The International Federation has considerable experience in the area of water/sanitation including four years of practical experience in Azerbaijan. All systems and facilities in the

Southern Camps have been established under the direct management and coordination of the International Federation, which is operating in close cooperation with its partner, the Red Crescent Society of Azerbaijan

General management and supervision of the project were under the responsibility of the International Federation's Sub-Delegation in Sabirabad, which was staffed with five expatriate delegates for much of the period of the project. The project was implemented by a Water and Sanitation Delegate recruited through the American Red Cross and a team of three experienced National Staff directly employed by the International Federation, as well as a number of IDPs living in the camps. Additional technical advice was provided by the Regional Health Delegate.

#### 2 e Procurement

No international procurement was necessary under this project.

All construction materials were purchased locally, which was the fastest, simplest, and least expensive way of obtaining them. This also allowed for inspection of the goods, as quality was sometimes problematic, and ensured compatibility with existing infrastructure. Most purchasing was done by the Delegation's Logistics Department, with the assistance of Water and Sanitation staff if necessary.

#### 2 f Warehousing

Materials for the program were securely stored in containers on the grounds of the main warehouse, which is in Sabirabad. Stores were kept by the Logistics Department in guarded premises inside secure compounds. Since most materials were purchased locally as needed, there was no need for a large storage area.

#### 2 g Transport

Transport used for the program, for the most part, a Toyota Hi-Lux 4WD, and a Toyota Land Cruiser, from the International Federation motor pool, and a small UAZ truck, which was rented locally. In general, these vehicles were sufficient to transport most materials. When larger quantities were purchased, the larger trucks used by the Logistics Department for the transport of food were used. These vehicles were occasionally supplemented by other vehicles from the International Federation pool.

### **3 Monitoring and Evaluation**

Monitoring of beneficiaries was done by the Camp Supervisors and Managers. Censuses were taken in September 1997 and again in April 1998. This data was used in planning and managing water and sanitation activities and infrastructure improvements.

Monitoring of activities was done through the International Federation staff in the camps. Operators of water supply systems and bathhouses kept records of activities and material used, and sanitation team leaders tracked the activities of the water and sanitation teams. Supervision and follow-up were provided by the Water and Sanitation Engineer and the Water

and Sanitation Delegate Water quality was monitored by daily use of pool testers in each camp to ensure the correct chlorinating of the water, and also by monthly water quality testing done by the Center for Epidemiology and Research in each camp

Monitoring of the water and sanitation situation in the camps will continue to be covered by the International Federation

#### **4 Coordination**

##### **4 a Coordination**

Implementation of the project was coordinated mainly with local authorities Burial sites for garbage are allocated by the local authorities, and some water for bathhouses is provided by municipal water systems Local authorities provide electricity, and try to assist in solving problems with electrical power or water cuts

There was no duplication of activities or use of the resources as the International Federation and the Red Crescent Society of Azerbaijan are the only agencies that are operational in the field of water and sanitation in the Southern Camps

International agencies (UN, NGOs, others) were informed about the plans and progress through regular coordination meetings

##### **4 b Problems Encountered**

Supply of electricity and water by local authorities for the camps constantly affected the operation of the water and sanitation infrastructure In general, although the coordination was successful, it required constant negotiations with local water and electrical departments Electricity supply is a problem throughout Azerbaijan, and frequent power cuts, especially during winter, made it difficult to operate the electrical pumps on which the water supply depends in all camps Furthermore, the voltage and frequency were often low, causing damage to transformers, switches, pumps and other electrical equipment

Occasional low water at intakes in irrigation canals caused problems for the supply of potable water, and lack of water from municipal systems for bathhouses hindered operations of the bathhouses

The hand over of responsibilities to IDPs and local authorities needed much more efforts and time than expected

#### **5 Visibility and Awareness**

Expatriate and National Staff of the International Federation and the Red Crescent Society of Azerbaijan are briefed and aware of the source of funding as required

Since USAID has been among the major donors to the Southern Camps program, the beneficiaries in the camps are well aware of its role in supporting them Additionally, in all

meetings with beneficiary groups, International Federation staff provided briefings about the program which included information on the source of the funding

In general, the International Federation took all relevant measures to inform the beneficiaries and brief authorities in Baku and locally in Sabirabad

## **6 Amendments**

In December, 1997, the International Federation requested an amendment to the grant, which USAID granted in early May, 1998, including a no-cost extension until September 30, 1998

Carl Naucier  
Head of Delegation

## 2. FINANCE

## 2.1. Final Financial Report

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# Final Financial Report

USAID Grant No. ENI-G-00-97-00010-00

		Budget (USD)	Expenses (CHF)
<b>01</b>	<b>Improvement of water lines</b>	<b>5,400 00</b>	<b>7,660 15</b>
5055	Hardware Supply		559 16
5099	Other Construction Materials		467 48
5399	Other Water Expenses		4,270 83
5600	Tools		7 21
5699	Other		31 49
5701	Fuel (Heating/Cooking)		105 25
5703	Hygiene Supply		67 57
5931	Maintenance		11 53
6604	Payment in Lieu of Vacation		54 39
6605	Salary - Refugees		2,013 11
7309	Non-capital Office Equipment (Field only)		72 13
<b>02</b>	<b>Bath-house construction</b>	<b>7,500 00</b>	<b>11,507 13</b>
5050	Cement		5,285 27
5051	Timber		1,699 96
5055	Hardware Supply		7 77
5099	Other Construction Materials		26 63
5399	Other Water Expenses		1,801 85
5699	Other		826 35
6605	Salary - Refugees		1,859 30
<b>03</b>	<b>Improvement and extension of bath-houses</b>	<b>4,700 00</b>	<b>5,813 04</b>
5050	Cement		11 79
5051	Timber		1 339 33
5052	Paint		375 10
5055	Hardware Supply		42 82
5099	Other Construction Material		745 65
5399	Other Water Expenses		35 11
5699	Other		34 18
5920	Transport Contracts		27 27
5941	Truck Rental		38 98
6605	Salary - Refugees		3,162 81
<b>04</b>	<b>Construction of 8 laundries</b>	<b>14,400 00</b>	<b>20,413 42</b>
5051	Timber		8,317 73
5052	Paint		1 252 82
5053	Iron Sheets		3,429 29
5055	Hardware Supply		47 03
5099	Other Construction Material		6 899 81
5303	Water Tanks (non-cap)		454 27
5399	Other Water Expenses		12 47
5841	Office Equipment		822 92

<b>05</b>	<b>Construction of latrines</b>	<b>55,400 00</b>	<b>76,371 62</b>
5050	Cement		7,376 51
5051	Timber		2,273 72
5055	Hardware Supply		1,012 58
5099	Other Construction Materials		25,430 40
5399	Other Water Expenses		2,562 76
5600	Tools		7 05
5602	Basins, Buckets		17 68
5699	Other		137 82
5704	Contracted Services		5,689 06
5920	Transport Contracts		511 90
5930	Fuel		42 93
5940	Car Rental		1,204 22
5941	Truck Rental		220 67
5959	Other Transport Costs		156 72
6352	Housing Cost - Rent & Utilities		63 44
6353	Housing Cost - Furniture & Equipment		36 15
6604	Salary - Local Temporary Staff		3,201 55
6605	Salary - Refugees		26,426 46
<b>06</b>	<b>Artesian well construction</b>	<b>12,000 00</b>	<b>17,735 98</b>
5050	Cement		151 71
5055	Hardware Supply		408 95
5099	Other Construction Materials		472 03
5301	Drinking Water		3,356 77
5399	Other Water Expenses		5,162 81
5599	Other		292 08
5699	Other		379 28
5701	Fuel (Heating/Cooking)		21 09
5704	Contracted Services		4,113 24
5799	Miscellaneous		74 46
5940	Car Rental		27 43
5941	Truck Rental		161 82
6605	Salary - Refugees		3,114 31
<b>07</b>	<b>Purchase of water-pumps</b>	<b>12,000 00</b>	<b>8,905 06</b>
5055	Hardware Supply		61 66
5399	Other Water Expenses		1,498 74
5860	Generators & Lighting		4,359 51
5899	Other Machinery and Equipment		2,942 99
6605	Salary - Refugees		42 16
<b>08</b>	<b>Water/Sanitation Delegate (9 months)</b>	<b>60,000 00</b>	<b>96,443 68</b>
5701	Fuel (Heating/Cooking)		5 76
5990	Logistics Support		170 04
6052	Delegate Per Diem		15 448 96
6303	Medical Expenses		68,628 00
6351	Field Personnel Support - Delegates		5,993 00
6352	Housing Cost - Rent & Utilities		2,983 78
6353	Housing Cost - Furniture & Equipment		1,265 01
6354	Housing Cost - Maintenance		39 33
6355	Delegate Hotel Accommodation		485 70
7004	Local Travel Costs		10 00
7551	Operations Support Costs - Administration		1,414 10

**09 Local Staff**

	Water and Sanitation Engineer	3,400 00	5,046 49
6601	Salary - Local Staff		4,557 15
6604	Salary - Local Temporary Staff		269 91
6612	Medical Expenses - Local Staff		210 26
6614	Per Diem - Local Staff		9 17

	Interpreter	2,700 00	4,282 89
6601	Salary - Local Staff		3,979 15
6604	Salary - Local Temporary Staff		30 08
6614	Per Diem - Local Staff		273 66

**10 4 WD vehicle (fuel, maintenance) 4,500 00 6,803 81**

5399	Other Water Expenses		10 92
5930	Fuel		5,387 89
5931	Maintenance		1,153 78
5932	Spare Parts		233 35
5939	Other Vehicle Expenses		17 87

**11 Communication with Geneva, USAID, etc 3,000 00 4,563 89**  
(Mobile phone and radio expenses)

7403	Telephone		4,563 89
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**TOTAL BUDGET/EXPENSES 185,000 00 265,547 16**

November, 1998

**2 2. Grant Amendment**

15

USAID



U S AGENCY FOR  
INTERNATIONAL  
DEVELOPMENT

MAY 5 1998

Mr George Weber, Secretary General  
International Federation of Red Cross and  
Red Crescent Societies  
17 chemin de Crets  
CH 1211 Geneva 19  
Switzerland

Subject Grant No ENI-G-00-97-00010 Amendment 1

Dear Mr Weber

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the United States Agency for International Development hereby amends the subject Grant to extend the period of the Grant to September 30, 1998

The specific changes are

SCHEDULE

In Section B, Period of Grant, delete "July 31, 1998" and, in lieu of, insert "September 30, 1998"

PROGRAM DESCRIPTION

In Attachment 2, delete the section entitled "Water and Sanitation in Southern Camps" in its entirety, and in lieu of, insert the "Amendment Proposal" attached to this amendment

Except as expressly amended herein, all other terms and conditions remain unchanged

Please sign and return to my office one original of this letter to acknowledge your acceptance of this amendment

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Kline", with a horizontal line extending to the right.

Brian Kline  
Acting Deputy Assistant  
Administrator  
Bureau for Europe and  
the New Independent States

(Continued) Amendment 1 to Grant No ENI-G-00-97-00010-00

Acknowledgement of Amendment 1 extending period of grant activities to September 30, 1998 and revising the program description and budget for the activity in Azerbaijan entitled "Water and Sanitation Project in Southern Camps

ACKNOWLEDGED  
International Federation  
of Red Cross and Red  
Crescent Societies

By \_\_\_\_\_

Typed Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Attachment Program Description

PROGRAM DESCRIPTION

International Federation of Red Cross and Red Crescent Societies

QUARTERLY REPORT  
(August-October 1997)

and

AMENDMENT PROPOSAL  
to modify budget and extend to 30 09 1998

<i>Name of organization</i>	USAID
<i>Country of Operation</i>	Azerbaijan
<i>Title of Operation</i>	Water and Sanitation Project in Southern Camps
<i>Starting/Finishing dates of contract</i>	1 June, 1997 to 1 June, 1998
<i>Total budget</i>	USD 187,975
<i>Contract No</i>	Grant No ENI-G-00-97-00010-00

**General Description of the Operation**

The project was initially designed to provide substantial assistance in the improvement of the hygienic and sanitary conditions of 43,500 internally displaced people registered in seven camps (Southern Camps) situated in the south-eastern part of Azerbaijan (Sabirabad, Saatli, Imisli, and Biasuar). The camps were established in 1993 after the renewed conflict between Azerbaijan and separatist forces over Nagorno-Karabakh region. The IDPs in the Southern Camps clearly fall within the criteria of the most vulnerable, whose very survival still depends upon the international humanitarian assistance.

Since November 1994, the International Federation of Red Cross and Red Crescent Societies has provided regular assistance by the provision of food, soap, health care and drugs, health education, water and sanitation, agriculture and income generation programs, and others. The provision of potable water and of improved environmental and personal hygiene has a direct impact on the incidences of endemic diseases such as malaria, scabies, pyodermitis, bloody and non-bloody diarrhea, etc. The water supply systems and sanitation facilities originally provided remain in need of continued improvement, extension and maintenance.

However, since the original project was proposed, some camp residents have left the camps for Baku and other urban areas or for the areas surrounding the camps. During the summer months, as sectors of Fizuli District were returned to the control of Azerbaijan and security in front-line areas improved, some of the camp residents from those areas have been able to return home. The Federation completed a census in September 1997, showing that the total number of people actually resident in the camps has dropped to 18,368, another 14,732 live near the camps. (See Annex 1 for details.)

The project is mainly concerned with the improvement of sanitation for camp residents, it is assumed that they are still more vulnerable to hygiene and water related diseases and epidemics than IDPs living elsewhere or local residents. Also, with few exceptions, they are the only people who will use bath, laundry, water and latrine facilities in the camps. The program will thus be able to focus even more on providing sustainable solutions for those IDPs who can be expected to stay in the camps for the longer

term, involving them in the improvement and maintenance of their own environmental and personal hygiene

#### **Objectives of Operation/Aid to be provided**

The general objectives of the project originally were

- To increase the capacity of the bath-houses by improving existing facilities and building new bath-houses where necessary,
- To construct laundry facilities with warm water available,
- To construct double-compartment brick latrines to replace four year old plastic covered wooden frame temporary latrines which are in ill repair and a health hazard,
- To improve and repair water lines supplying the bath-houses,
- To purchase water pumps in order to improve the water supply for the bath-houses and to evacuate stagnant water

The general objectives for the amended plan of action remain largely the same

Bath-houses would be repaired and their capacity increased to provide one shower per week per inhabitant of the camps. However, the construction of one, not two, new bath houses would be sufficient

In order to provide one latrine per 50 camp residents, only 60 new double latrines would be required. In fact, in one camp, a pilot program for the installation of single family latrines is envisaged. This would vastly reduce the need for dislodging, or pumping, of latrines, and would eliminate the need for latrine cleaning teams, since each family would clean its own latrine. Families would be required to provide the pit and the materials for the superstructure of the latrine, thus promoting a sense of ownership and enabling the family to participate in the management of its own environmental health

Also, in camp C6, water is supplied from an unprotected well originally intended to provide water only for cattle. Maintaining the quality of water from this well, even has been a problem, even with chlorination. Both the original and the amended version of the project provide funds for drilling a new well

Long-term objectives are as follows

- An expatriate water and sanitation delegate has been assigned to the project for nine months (rather than the three months originally proposed) to coordinate the project and prepare and train the local community and beneficiaries to gradually take over the running of the project. This is in line with Federation's strategy to promote projects based on self-help and self-sustainability
- It has to be negotiated that the government takes over the provision of some basic services for the camps such as the provision of kerosene for heating water for bath-houses, garbage collection and dislodging of toilets
- The IDPs living in the camps should also contribute by maintaining their environment and participating as much as possible in the maintenance of the water and sanitation facilities. Programs and facilities will be designed to promote their involvement

#### **Identification of Beneficiaries**

As originally proposed, the beneficiaries are internally displaced persons from Nagorno-Karabakh, mainly from Fizuli and Jebrayil districts. They are located in seven Camps in Southern Azerbaijan (Southern Camps)

As can be seen from the figures below, showing the results of the census made in September 1997, the number of people resident in the camps has dropped significantly. In many cases, however, those who remain are among the most vulnerable - those with no immediate prospects of return or of employment, still living in substandard conditions which provide a significant health risk. (Statistics from the census made in January 1997 are shown in italics, and are the figures on which the original project was based.)

Sabirabad camp (C1)	<i>11 742</i>	2,710
Saatli 1 camp (C2)	<i>2 319</i>	862
Saatli 2 camp (C3)	<i>5 278</i>	2,191
Bilasuar 1 camp (C4)	<i>4 059</i>	2 000
Bilasuar 2 camp (C5)	<i>5 306</i>	2 547
Bilasuar 3 camp (C6)	<i>5 250</i>	3,286
Bilasuar 4 camp (C7)	<i>9 495</i>	4,772
<b>TOTAL</b>	<b><i>43,449</i></b>	<b>18,368</b>

#### Method of Implementation

General management and supervision of the project will be the responsibility of the Federation's Sub-Delegation in Sabirabad. Management oversight is provided by the Delegation in Baku and the Headquarters staff in Geneva. The Federation's water/sanitation engineer, based in Geneva, provides regular technical support.

A Water and Sanitation Delegate, Maryanne Leblanc, who was recruited through the American Red Cross, arrived on November 1, 1997, and is based in Sabirabad. She will provide direct management and supervision of the national staff as well as technical assistance. Ms. Leblanc is a civil engineer with 17 years experience managing water and sanitation projects, including both development and emergency relief.

#### Monitoring and Evaluation

The Water and Sanitation Delegate will provide reports on the progress of the project on a quarterly basis, as required.

#### Coordination

As foreseen originally, implementation of the project will be coordinated mainly with the Azerbaijan Red Crescent Society and with local authorities in Azerbaijan. International agencies (UN, NGOs, others) will be informed about the plans and progress through regular coordination meetings.

#### Amendments

The International Federation requests for reasons contained within this report to extend the availability of this grant until 30 09 1998.

#### Explanation of the Budget

a) The amended budget total is the same as originally proposed, and allows for the presence of the expatriate engineer for the remainder of the project. Amounts for the construction of new bath-houses and communal latrines have been reduced in favor of a pilot program for the construction of family latrines, intended to reduce external inputs into camp operation while promoting sustainability and community development.

b) The amended cost per beneficiary is estimated at slightly more than USD 10 per person. However, local communities also benefit from a significantly reduced health risk when health improves in nearby IDP camps, as diseases fostered there can be expected to spread to the local population. Additional benefits will accrue with the implementation of complementary programs such as the Federation medical programs, including health education, and the operation and maintenance of existing water and sanitation facilities.

AMENDED BUDGET SUMMARY (in USD)

01	Improvement of water lines	5,400
02	Bath-house construction	7,500
03	Improvement and extension of bath-houses	4,700
04	Construction of 8 laundries	14,400
05	Construction of latrines	55,400
06	Artesian well construction	12,000
07	Purchase of water-pumps	12,000
08	Water/Sanitation Delegate (9 months)	60,000
09	Local Staff	
	Water and Sanitation Engineer (9 months)	3,400
	Interpreter (9 months)	2,700
10	4 WD vehicle (fuel, maintenance)	4,500
11	Communication with Geneva, USAID, etc. (Mobile phone and radio expenses)	3,000
	<b>Total Budget</b>	<b>185,000</b>

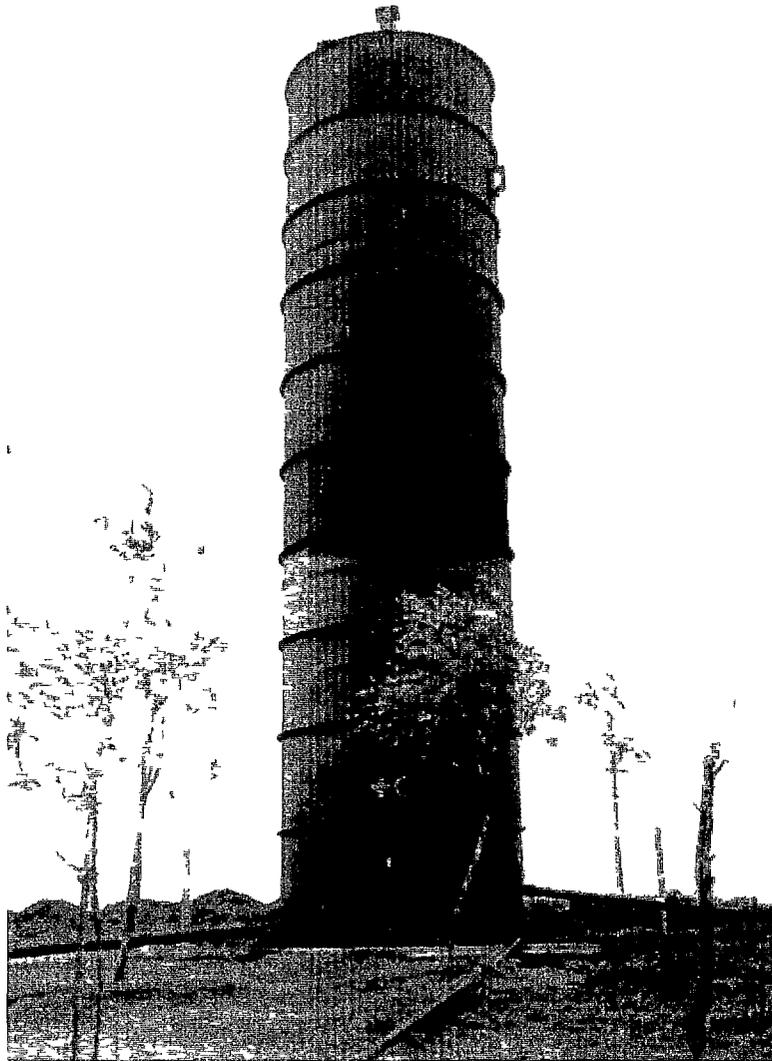
Annex I

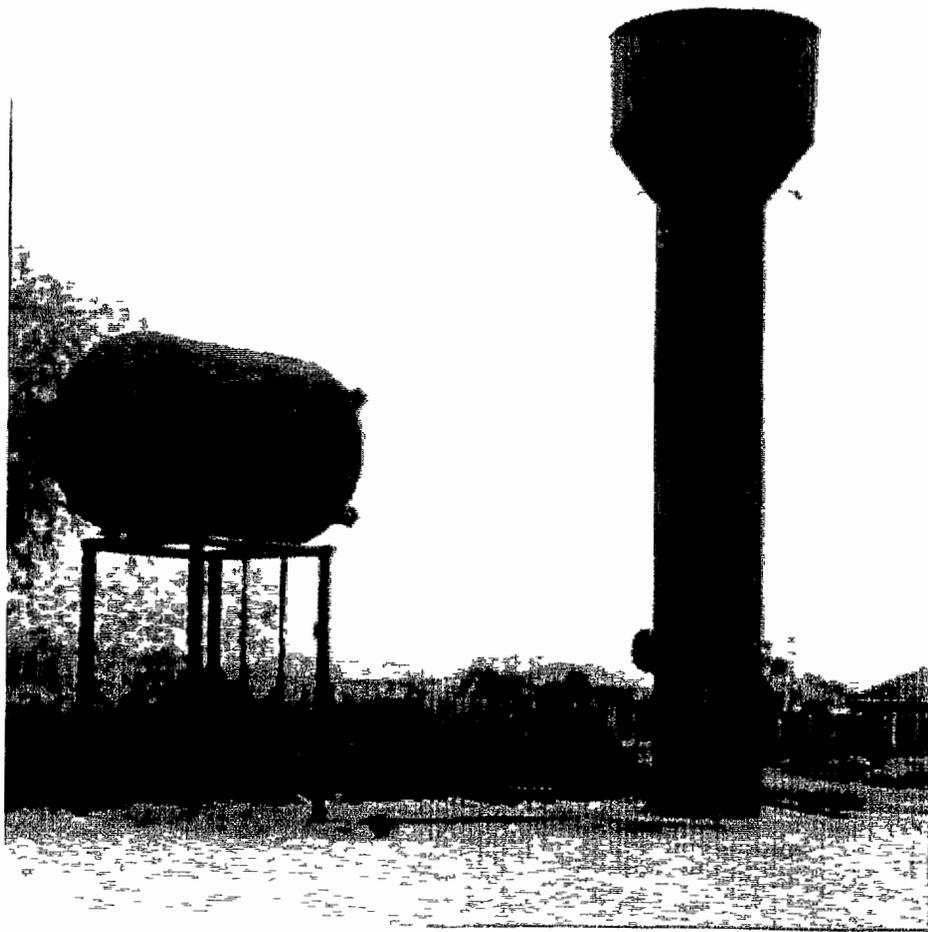
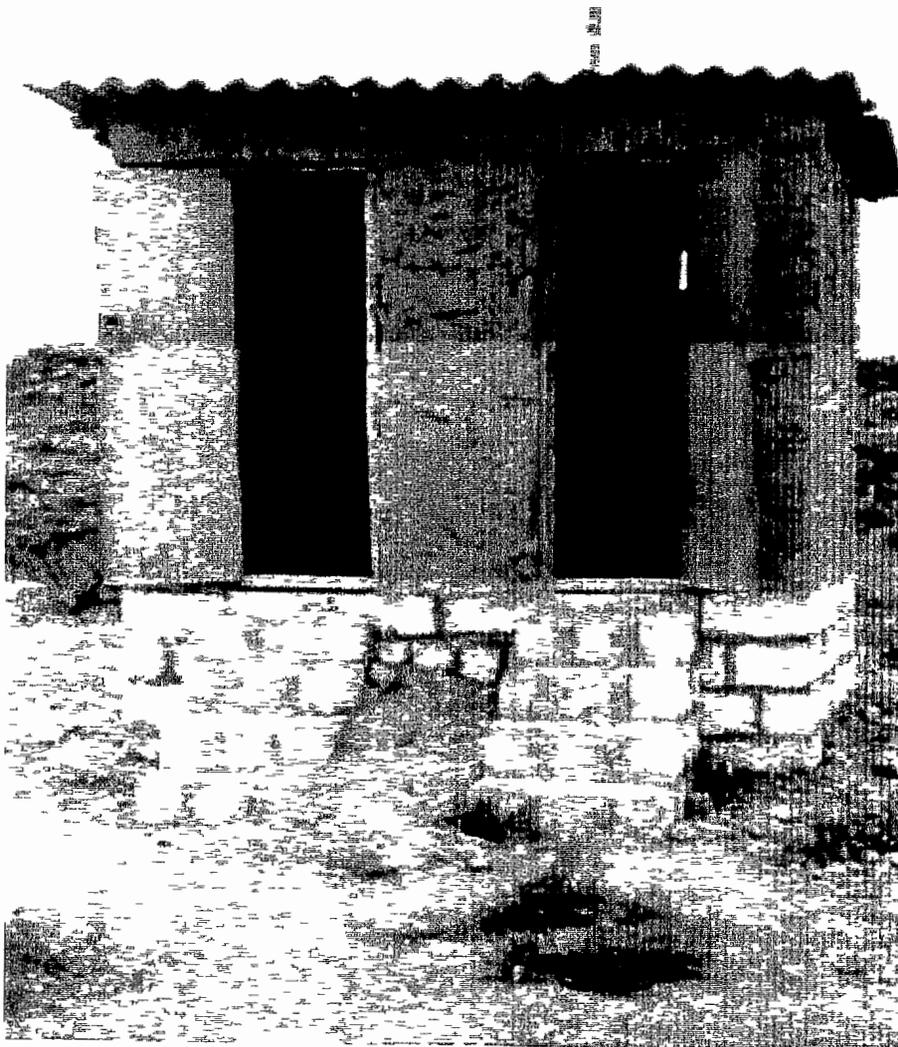
	A Living in camps	%	A Number of families	B Living in vicinity of camps	%	C Baku, Sumgait, far away districts	%	D Fizuli	%	Total registered
C1	2,710	23	698	5,281	45	1,562	13	2,160	18	11,713
C2	862	37	180	1,150	50	186	8	123	5	2,321
C3	2,191	42	475	2,185	42	716	14	146	2	5,238
C4	2,000	50	457	1,227	30	409	10	396	9	4,032
C5	2,547	49	556	1,394	27	622	12	665	11	5,228
C6	3,286	63	637	1,069	21	315	6	540	9	5,210
C7	4,772	51	944	2,426	26	781	8	1,443	14	9,422
Total	18,368	43	3,947	14,732	34	4,591	11	5,473	13	43,164

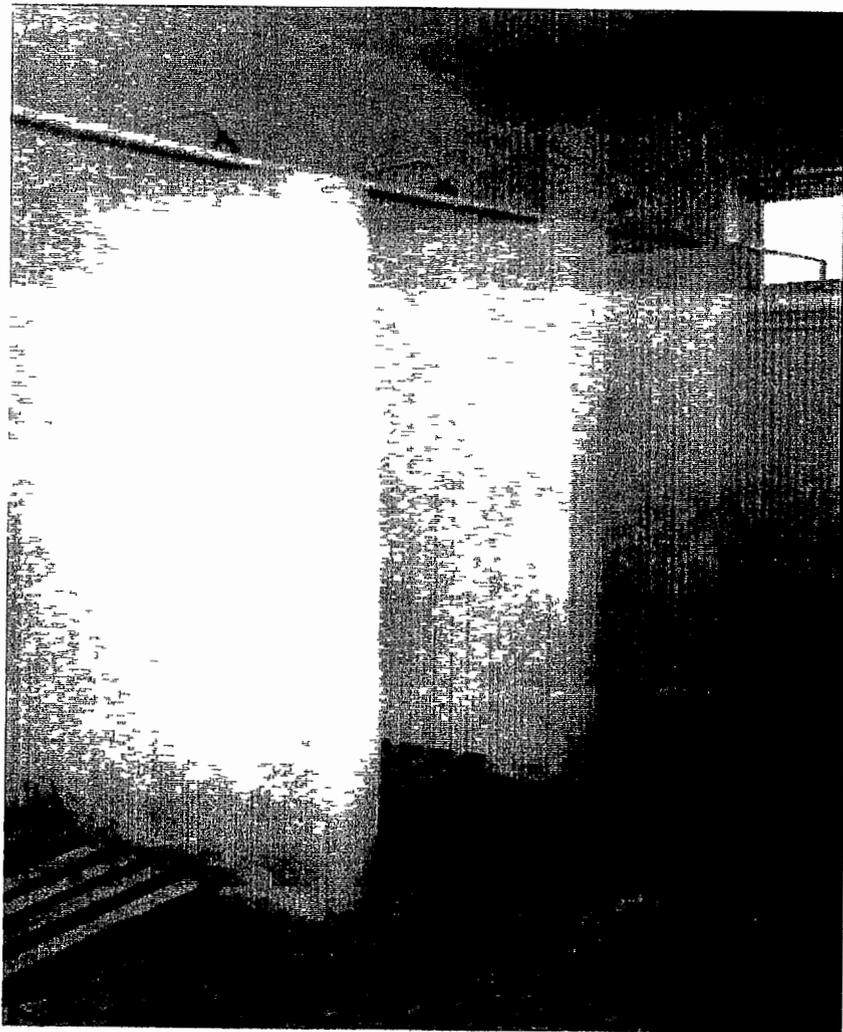
A+B = 33,100 pers = 76.7%

C+D = 10,064 pers = 23.3%

### 3. ILLUSTRATIONS







**4. USAID GRANT No. ENI-G-00-97-00010-00**

XO-ABQ-968-A  
99679



U S AGENCY FOR  
INTERNATIONAL  
DEVELOPMENT

JUL 3 1997

Mr George Weber  
Secretary General  
International Federation of Red Cross  
and Red Crescent Societies  
17 chemin de Crets  
CH 1211 Geneva 19  
Switzerland

Subject Grant No ENI-G-00-97-00010-00

Dear Mr Weber

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the United States Agency for International Development (hereinafter referred to as "USAID" or "Grantor") hereby grants to the International Federation of Red Cross and Red Crescent Societies (hereinafter referred to as "IFRC" or the "Grantee") the sum of Five Hundred Fifty Five Thousand Dollars (\$555,000) in response to the IFRC's Emergency Appeal 1997. These funds are intended to support the IFRC's project on IDP shelter rehabilitation and immunization social mobilization in Georgia, and the IDP camp water and sanitation improvement project in Azerbaijan, as further described in the Schedule of this grant and in Attachment 2, entitled "Program Description "

This grant is effective and obligation is made as of the date of this letter and shall apply to expenditures made by the Grantee in furtherance of program objectives during the period described in Section B (Period of Grant) of the Schedule

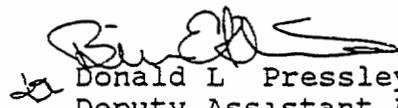
USAID understands that the IFRC plans to liaise closely with the American Red Cross on the use of the funds provided in this Grant, and expects to use Grant funds to cover the costs associated with a delegate from the American Red Cross, for a period equal to the anticipated Grant, for participation in Grant activities

-2-

This grant is made to the Grantee on the condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 (the Schedule), Attachment 2 (the Program Description), and Attachment 3 (the Standard Provisions), all of which have been agreed to by your organization

Please sign the original and all enclosed copies of this letter to acknowledge your receipt of the grant, and return the original and all but one copy to me

Sincerely,

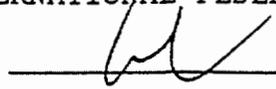
  
Donald L. Pressley  
Deputy Assistant Administrator  
Bureau for Europe and the New  
Independent States

Attachments

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED

INTERNATIONAL FEDERATION OF RED CROSS AND RED CRESCENT SOCIETIES

By 

Typed Name Christian Pechner

Title Director of Finance

Date July 17, 1997

FISCAL DATA

A GENERAL

A 1	Total Estimated USAID Amount	\$555,000
A 2	Total Obligated USAID Amount	\$555,000
A 3	Project Number	110-0001 6
A 4	USAID Project Officer	ENI/DGSR, Dennis Culkın
A 5	Funding Source	USAID/W

B. NMS Funding Hierarchy

Azerbaijan grant

- Europe and the New Independent States
  - Overseas
    - Office of the AID/Armenia
      - Reduced Human Suffering and Crisis Impact-16
        - NIS Special Initiatives (Proj 0001)
          - Multilateral Humanitarian Assistance
            - International Federation of the Red Cross

Resource Category	410463 Grants, Subsidies & Contributions
Fund Account	NI97/98
Allottee Acronym	WNI797
Appropriation Symbol	727/81093
NMS Award No	ENI-G-00-97-00010-00
Period of Performance	Date of grant signature to 7/31/98
Amount	\$185,000

*Filed due  
30 9 98*

Georgia grant

- Europe and the New Independent States
  - Overseas
    - Office of the AID/Rep Armenia
      - Reduced Human Suffering and Crisis Impact-18
        - NIS Special Initiatives (Proj 0001)
          - Multilateral Humanitarian Assistance
            - International Federation of the Red Cross - Georgia

Resource Category	410463 Grants, Subsidies & Contributions
Fund Account	NI97/98
Allottee Acronym	WNI797
Appropriation Symbol:	727/81093
NMS Award No	ENI-G-00-97-00010-00
Period of Performance	Date of grant signature to 7/31/98
Amount	\$370,000

*Fin Rep doe  
30/9/98*

SCHEDULEA Purpose of Grant

The purpose of this Grant is to provide funding for the IFRC 1997 Emergency Appeal for the Caucasus. The Grant will be used for costs of three activities under the Appeal: (1) the water/sanitation improvement project for internally displaced person (IDP) camps in Azerbaijan, (2) the shelter improvement project for IDP accommodations in Georgia, (3) social mobilization to support mass immunization campaigns in Georgia. All three activities are more specifically described in Attachment 2 (Program Description) of this Grant.

B Period of Grant

The effective date of this Grant is the date of the cover letter and the estimated completion date is July 31, 1998.

C Amount of Grant and Payment

1 USAID hereby obligates the amount of \$555,000 for purposes of this Grant.

2 Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 (Standard Provisions).

D Grant Budget

The following is the Grant Budget. Revisions to this Budget shall be made in accordance with the Standard Provision of this Grant entitled "Revision of Grant Budget."

<u>Cost Element</u>	<u>Total Budget</u>	<u>Major Donor Contributions</u>
Azerbaijan 1997 emergency appeal	\$3,560,000	\$1,065,000 (EU) \$326,000 (Neth )
Camp water/sanitation		\$185,000 (USAID)

Georgia 1997 emergency appeal	\$2,600,000	\$130,000 (EU)
		\$522,000 (Neth )
IDP shelter project		\$360,000 (USAID)
Immunization mobil.		\$ 10,000 (USAID)

E Reporting and Evaluation

1 Program Performance Planning and Reporting

(a) Project Implementation Plan

Not later than 30 days from the effective date of this Grant, the Grantee shall prepare and submit to the USAID Project Officer:

Dennis Culkin  
 USAID/ENI/DGSR/HRHA  
 Room 2941 NS  
 United States Agency for International Development  
 Washington, D C 20523-0028

three (3) copies of a project implementation plan, with critical path indicators, for the full term of this Grant

(b) Program Performance Report

The Grantee shall prepare and submit brief quarterly program performance reports to the USAID Project Office specified above. These reports shall briefly present the following information:

- status of work under the grant, including any problems encountered in implementing the work as detailed in the Program Description, and
- other pertinent information, including the status of finances and expenditures and, when appropriate, analysis and explanation of cost overruns or high unit costs

(c) Final Report

Within 60 days following the expiration date of this Grant, the Grantee shall submit three (3) copies of a final report to the USAID Project Office specified above. It will cover the entire period of the Grant and include all information shown in Section E 1 (b), in addition to any applicable

recommendations for future action or lessons learned from the activities under the Grant

2 Financial Reports

(a) In addition to the financial reports required in the Standard Provisions, the Grantee shall submit mid-term and final financial reports, with the program performance reports, to the Project Officer at the address indicated above. The Grantee's financial reports shall include expenditures of USAID grant funds provided hereunder during the reporting period. The format of the financial reports should follow the elements as established in the Budget.

(b) The quarterly "Financial Status Report" (SF-269A) shall indicate the costs by country. The costs may be distributed using the same percentages as the obligation percentages for each country.

3 Additional Report Copies

The Grantee shall prepare and submit 2 copies of each report required by this Grant to the Bureau for Program and Policy Coordination, Center for Development Information and Evaluation, Development Information Division (PPC/CDIE/DI). All documents should be mailed to

PPC/CDIE/DI  
ACQUISITION  
Room 209, SA-18  
United States Agency for International Development  
Washington, DC 20523-1802

The title page of all reports forwarded shall include a descriptive title, the author's name(s), grant number, the project number and title, grantee's name, name of the USAID program office, and the publication or issuance date of the report.

F Special Provisions

1 Conflicts between any of the Attachments of this Grant shall be resolved by applying the following descending order of precedence

- Attachment 1 - Schedule
- Attachment 3 - Standard Provisions
- Attachment 2 - Grantee's Proposal (Program Description)

2 The following provisions of Attachment 3, Standard Provisions, are not applicable to this Grant

- 1 308 3 15k(2) Payment (Cost Reimbursement)
- 2 308 3 15k(3) Letter of Credit
- 3 308 5 15j(2) USAID Sole Contributor
- 4 308 5 15j(3) United Nations Grants

3 (a) Unless otherwise authorized in writing by USAID, no USAID funds made available under this Grant may be used to provide assistance to the Government of Azerbaijan Where necessary to ensure timely and cost-effective delivery of humanitarian assistance commodities, Government of Azerbaijan physicians, nurses, and other personnel may take part in distributing commodities, such as medicine, to refugees, displaced persons, and other needy civilians determined by IFRC to qualify for such assistance In addition, humanitarian commodities may be transferred to Government personnel for the purposes of distribution to such refugees, displaced persons, or other needy civilians Also, where necessary to ensure timely and cost-effective delivery of humanitarian assistance commodities for such persons, Government of Azerbaijan facilities, such as warehouses, clinics, hospitals, and vehicles, may be used for the storage and distribution of such commodities In all cases, IFRC will maintain effective monitoring procedures to assure appropriate supervision over humanitarian commodities and their distribution to recipients, and IFRC will make all decisions regarding targeting and distribution of such commodities.

(b) Incidental instruction by IFRC necessary for a Government physician, nurse, or other employee to safely and effectively deliver humanitarian commodities is permissible but shall be limited in duration and sharply focused

(c) The Grantee shall regularly and frequently inform USAID of its activities in Azerbaijan, particularly as they relate to cooperation with the Government of Azerbaijan and any proposed use of Government of Azerbaijan facilities Based on such information, USAID will provide further guidance as necessary

4 Unless USAID agrees otherwise in writing, motor vehicles financed under this Grant must be manufactured in the United States

ATTACHMENT 2

PROGRAM DESCRIPTION

## PROJECT PROPOSAL

USAID

### Water and Sanitation Project in Southern Camps

**1 Application made by**

Name International Federation of Red Cross and Red Crescent Societies

**2 Country and location of humanitarian assistance**

Azerbaijan

**3 Target group**

43,500 internally displaced from the areas in and around Nagorno-Karabakh

**4 Brief description of the humanitarian assistance**

*General Description of the Operation*

The project is aimed to provide substantial assistance in the improvement of the hygienic and sanitary conditions of 43,500 internally displaced people living in seven camps (Southern Camps) situated in the south-eastern part of Azerbaijan (Sabirabad, Saatli, Imishli, and Bilasuar) The camps were established in 1993 after the renewed conflict between Azerbaijan and separatist forces over Nagorno-Karabakh region. The conflict resulted in another mass exodus of people from the areas of Fizuli and Tebrail - south of Nagorno-Karabakh. Over 45,000 people were to leave their places of origin and found refuge in the Southern Camps. The total number of IDPs in Azerbaijan is estimated at the level of 700,000 people.

In spite of the cease-fire, generally maintained since May 1994, no solution for the conflict exists at present. Therefore, return of the IDPs to their places of origin is not feasible at least in 1997. Taking into account the present situation, the inability of the Government to provide any reasonable assistance to IDPs, very difficult climatic conditions in the south-eastern part of Azerbaijan, absence of any prospects for return and/or resettlement 43,500 IDPs in the Southern Camps are clearly falling within the criteria of the most vulnerable whose very survival, to a large extent, depends upon the international humanitarian assistance.

The International Federation of Red Cross and Red Crescent Societies took over full responsibility of humanitarian aid to the population of the camps and its general management in November 1994.

Since then regular assistance has been provided in the following areas

- monthly distributions of food rations
- monthly distributions of hygienic items (soap, washing powder etc.)
- health assistance, including renovation of hospitals, establishment of seven clinics

- regular provision of essential drugs
- massive campaign against malaria (which re-emerged in Azerbaijan), skin and intestinal diseases
- construction and maintenance of water/sanitation network
- enhancing self-sustainability through implementation of specially designed agricultural and income generation programmes
- others

In spite of the fact that certain resources were already invested there is a need for the improvement of the water/sanitation conditions in the Southern Camps and the existing operating system/network requires permanent maintenance. Therefore, the proposed project is aimed at improving of certain facilities, continuing regular provision of potable drinking water and maintenance of sanitation facilities in the camps.

The running of this project is of great importance due to the direct impact on the health situation in the camps. It is essential as a preventive measure against the outbreak of diseases. So far the smooth running of this project enabled us to keep the number of skin disease (for example scabies, piodermium), bloody and non-bloody diarrhoea, lice etc., at the minimum.

General objectives of the project are

- To improve the condition of bath-houses
- To increase the capacity of bath-houses, through the improvement of capacity of existing ones and building of new bath-houses where necessary in order to meet the needs of inhabitants
- To construct laundry facilities with provision of warm water for camp inhabitants
- To construct 300 (double compartment) stone brick toilets in order to replace the existing ones made with a wooden frame covered with plastic sheets over a simple pit in the soil. They are in ill repair and a hazard to the health of the camp inhabitants
- To improve and repair water lines supplying the bath-houses with running water
- To purchase water pumps in order to improve the supplying of bath-houses and for the evacuation of stagnant water

Long term objectives

- An expatriate water and sanitation engineer is requested for three months in order to consolidate the project and prepare and train the local community and beneficiaries for gradually taking over the responsibilities for the running of the project. This is in line with Federation's strategy to promote projects based on self-help and self-sustainability
- It has to be negotiated that the government takes over the responsibility for providing some basic services for the camps, like provision of kerosene for heating of water in the

bath-houses, garbage collection and dislodging of toilets. The IDPs living in the camps should give their contribution through taking care of their environment, participate within their possibilities in maintenance of the water and sanitation facilities.

The proposed project is planned to be implemented during the period from 01.06.1997 to 01.06.1998.

#### *Beneficiaries*

The beneficiaries are 43,500 displaced persons from Nagorno-Karabakh, mainly from Fizuli and Jabrayil districts (they represent 80% of entire camps population). They are located in seven camps in Southern Azerbaijan (Southern Camps) as following.

<i>Sabirabad camp (C1)</i>	<i>11 742</i>
<i>Saatli 1 camp (C2)</i>	<i>2 319</i>
<i>Saatli 2 camp (C3)</i>	<i>5 278</i>
<i>Bilasuar 1 camp (C4)</i>	<i>4 059</i>
<i>Bilasuar 2 camp (C5)</i>	<i>5 306</i>
<i>Bilasuar 3 camp (C6)</i>	<i>5 250</i>
<i>Bilasuar 4 camp (C7)</i>	<i>9 495</i>
<i>TOTAL</i>	<i>43 449</i>

#### *Organisation's experience*

The International Federation has considerable experience in the area of water/sanitation including 2 and an half years of practical experience in this type of activity in Azerbaijan. All systems and facilities, available in the Southern Camps, have been established under the direct management and co-ordination responsibilities of the International Federation which is operating in close co-operation with its partner - the Azerbaijan Red Crescent Society.

#### **5 Method of Implementation**

The project will be implemented by the team of experienced National Staff directly employed by the International Federation.

General management and supervision of the project will be the responsibility of the Federations Sub-Delegation in Sabirabad which is at present staffed with four permanent expatriate delegates. Technical advice is provided by the Regional Health Delegate and the Federation's water/sanitation engineer (based in Geneva, however regularly visits the region).

All reparation materials and inputs are available locally, therefore no international procurement is expected.

Since the project is planned to be an integral part of the overall humanitarian assistance programme to the Southern Camps, it will be supported by all Federation resources available in Azerbaijan.

#### **6 Co-ordination**

Implementation of the project will be co-ordinated mainly with local authorities in Azerbaijan.

International agencies (UN, NGOs, others) will be informed about the plans and progress through regular co-ordination meetings.

Duplication of activities and use of the resources are not foreseen as the International Federation and Azerbaijan Red Crescent Society are the only agencies which are operational in the Southern Camps

7 Explanation of the Budget

- a) The proposed budget has been established to meet the minimum requirements (outlined previously) for improvement of hygienic conditions in the LDP camps and thus to prevent the hazards of the potential communicable and other diseases
- b) Cost per beneficiary is estimated at the level slightly above USD 4 per person

## BUDGET SUMMARY (in USD)

01	Improvement of water lines	5,400
02	Two new bath houses	12,500
03	Improvement and extension of bath houses	6,000
04	Construction of 9 laundries	19,000
05	Construction of 300 double latrines	93,900
06	New artesian well	12,000
07	Water- pumps	12,000
08	Expatriate Delegate for three months	21,000
09	Local Staff	
	Water and Sanitation Engineer for six months	2,280
	Interpreter for three months	900
10	4 WD vehicle (fuel, maintenance)	1,500
11	Communication with Geneva, USAID, etc (Mobile phone and radio expenses)	1,500
<b>Total Budget</b>		<b>187,980</b>

Partner's local organisation

Delegation of International Federation, Baku  
11, Niazi Street

370000 Baku, Azerbaijan  
Phone +9941 2 92 57 92  
Fax -9941 2 93 18 89

Sub-Delegation of International Federation  
Chess School  
Sabirabad, Azerbaijan  
Phone +9941 2 243 524 25

ATTACHMENT 3

STANDARD PROVISIONS

STANDARD PROVISIONS  
Grants to Public International Organizations (PIO)

308 5 15a ALLOWABLE COSTS

ALLOWABLE COSTS (JULY 1988)

1) The grantee shall be reimbursed for costs incurred in carrying out the purposes of this grant which are reasonable, allocable, and allowable

a Reasonable shall mean those costs that do not exceed those which would be incurred by an ordinarily prudent person in the conduct of normal business

b Allocable shall mean those costs which are necessary to the grant

c Allowable shall mean those costs which are reasonable and allocable, and which conform to any limitations set forth in this grant

2) Prior to incurring a questionable or unique cost, the grantee is encouraged to obtain the grant officer's written determination as to whether the cost will be allowable

308 5 15b REFUNDS

REFUNDS (DECEMBER 1996)

1) If the grantee earns interest on Federal advances prior to expending the funds for program purposes, the grantee shall remit the interest annually to USAID

2) Funds obligated by USAID but not disbursed to the grantee at the time the grant expires or is terminated shall revert to USAID, except for such funds encumbered by the grantee by a legally binding transaction applicable to this grant. Any funds advanced to but not expended by the grantee at the time of expiration or termination of the grant shall be refunded to USAID except for such funds encumbered by the grantee by a legally binding transaction applicable to this grant

3) If, at any time during the life of the grant, or as a result of final audit, it is determined that USAID funds provided under this grant have been expended for purposes not in accordance with the terms of this grant, the grantee shall refund such amount to USAID

308 5 15c REVISION OF GRANT BUDGET

REVISION OF GRANT BUDGET (JULY 1988)

- 1) The approved grant budget is the financial expression of the grantee's program as approved during the grant award process
- 2) The grantee shall immediately request approval from the grant officer when there is reason to believe that within the next 30 calendar days a revision of the approved grant budget will be necessary for any of the following reasons
  - a To change the scope or the objectives of the program and/or revise the funding allocated among program objectives by more than ten percent of the total budget amount unless the schedule states otherwise
  - b Additional funding is needed
  - c The grantee expects the amount of USAID authorized funds to exceed its needs by more than \$5,000 or five percent of the USAID award, whichever is greater
- 3) Except as required by other provisions of this grant specifically stated to be an exception from this provision, the Government shall not be obligated to reimburse the grantee for costs incurred in excess of the total amount obligated under the grant. The grantee shall not be obligated to continue performance under the grant (including actions under the "Termination Procedures" provision) or otherwise to incur costs in excess of the amount obligated under the grant, unless and until the grant officer has notified the grantee in writing that such obligated amount has been increased and has specified the new grant total amount

308 5 15d TERMINATION PROCEDURES

TERMINATION PROCEDURES (JULY 1988)

This agreement may be terminated, in whole or in part, by either party at any time upon 30 days written notice of termination. Upon receipt of and in accordance with a termination notice from the grant officer, the grantee shall take immediate action to cease all expenditures financed by this grant and to cancel all unliquidated obligations if possible. Further, upon receipt of notice of termination, the grantee shall not enter into any further obligations under this grant. Except as provided below, no further reimbursement shall be made after the effective date of termination. The grantee shall within 30 days of the

effective date of termination repay to the Government all unexpended USAID funds which are not otherwise obligated by a legally binding transaction applicable to this grant. Should the funds paid by the Government to the grantee prior to the effective date of termination be insufficient to cover the grantee's obligations in a legally binding transaction, the grantee may submit to the Government within 90 days after the effective date of termination a written claim for such amount. The grant officer shall determine the amount(s) to be paid by the Government to the grantee under such claim in accordance with the "Allowable Costs" provision of this grant.

308 5 15e INVESTMENT PROMOTION

INVESTMENT PROMOTION (JANUARY 1994)

No funds or other support provided hereunder may be used in a program or activity reasonably likely to involve the relocation or expansion outside of the United States of an enterprise located in the United States if non-US production in such relocation or expansion replaces some or all of the production of, and reduces the number of employees at, said enterprise in the United States.

No funds or other support provided hereunder may be used in a program or activity the purpose of which is the establishment or development in a foreign country of any export processing zone or designated area where the labor, environmental, tax, tariff, and safety laws of the country would not apply, without the prior written approval of USAID.

No funds or other support provided hereunder may be used in an activity which contributes to the violation of internationally recognized rights of workers in the recipient country including those in any designated zone or area in that country.

This provision must be included in all subagreements.

308 5 15f NONLIABILITY

NONLIABILITY (JULY 1988)

USAID does not assume liability for any third party claims for damages arising out of this grant.

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308 5 15g AMENDMENT

AMENDMENT (JULY 1988)

The grant may be amended upon mutual consent of the parties by formal modifications to the basic grant document or by means of an exchange of letters between the grant officer and an appropriate official of the grantee

308 5 15h NOTICES

NOTICES (JULY 1988)

Any notice given by USAID or the grantee shall be sufficient only if in writing and delivered in person, mailed, or cabled as follows

To the USAID grant officer, at the address specified in the grant

To grantee, at grantee's address shown in the grant or to such other address designated within the grant

Notices shall be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later

308 5 15i PUBLICATIONS AND MEDIA RELEASES

PUBLICATIONS AND MEDIA RELEASES (FEBRUARY 1994)

(This provision is applicable when publications are financed under the grant )

1) If it is the grantee's intention to identify USAID's contribution to any publication, video or other information/media product resulting from this grant, the product shall state that the views expressed by the author(s) do not necessarily reflect those of USAID Acknowledgements should identify the sponsoring USAID Office and Bureau or Mission as well as the U S Agency for International Development substantially as follows

"This [publication, video or other information/media product (specify)] was made possible through support provided by the Office of \_\_\_\_\_, Bureau for \_\_\_\_\_, U S Agency for International Development, under the terms of Grant No \_\_\_\_\_ The opinions expressed herein are those of the author(s) and do not necessarily reflect the views of the U S Agency for International Development "

2) The grantee shall provide the relevant strategic objective or results package team with one copy of all published works developed under this grant and with lists of other written work produced under the grant

3) Except as otherwise provided in the terms and conditions of the grant, the author or the recipient is free to copyright any books, publications, or other copyrightable materials developed in the course of or under this grant, but USAID reserves a royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for U S Government purposes

308 5 15j      AUDIT AND RECORDS PROVISIONS

Choose one of the following provisions as appropriate

1) Standard

(This provision is applicable when USAID is not the sole contributor to the grant program

AUDIT AND RECORDS (STANDARD) (JULY 1988)

The grantee shall maintain books, records, documents, and other evidence in accordance with the grantee's usual accounting procedures to sufficiently substantiate charges to the grant. The Grantee confirms that this program will be subject to an independent audit in accordance with the Grantee's usual auditing procedures, and agrees to furnish copies of these audit reports to USAID along with such other related information as may be reasonably requested by USAID with respect to questions arising from the audit report

2) USAID Sole Contributor

(This provision is applicable when USAID is the sole contributor to the grant program )

AUDIT AND RECORDS (USAID SOLE CONTRIBUTOR) (JULY 1988)

The grantee shall maintain books, records, documents, and other evidence in accordance with the grantee's usual accounting procedures to sufficiently substantiate charges to the grant. The Grantee agrees to make available to USAID or the Comptroller General of the United States all records and documents which support expenditures made under this program

3) United Nations Grants

(This provision is applicable to grants to the United Nations when USAID is not sole contributor. When this provision is used the "Reporting and Evaluation" clause in the grant schedule should be deleted.)

Audit and Records (U N Grants) (July 1988)

a It is agreed that the grantee will furnish the U S government with a final report on activities carried out under this grant, including accounting for these funds in sufficient detail to enable USAID to liquidate the grant. The report should be submitted to the U S Mission to the U N in New York for forwarding to the USAID program office.

b It is understood that financial records, including documentation to support entries on accounting records and to substantiate charges against the grant, shall be maintained in accordance with the Grantee's usual accounting procedures, which shall follow generally accepted accounting practices. All such financial records shall be maintained for at least three years after the final disbursement of funds under this grant.

c The Grantee confirms that the grant account will be audited in accordance with established procedures under appropriate provisions of the financial regulations and rules of the United Nations.

308 3 15k PAYMENT

One of the following payment provisions shall be inserted as appropriate.

1) Periodic Advance

(This provision is applicable when (i) the grantee maintains procedures to minimize the time elapsing between the transfer of funds and the disbursement thereof, and (ii) the grantee's financial management system meets generally accepted accounting standards for funds control and accountability.)

PAYMENT (PERIODIC ADVANCE) (OCTOBER 1991)

a Periodic advances shall be limited to the minimum amounts needed to meet current disbursement needs and shall be scheduled so that the funds are available to the grantee as close as is administratively feasible to the actual disbursements by the grantee for program costs. Cash advances made by the grantee to secondary recipient or the grantee's field organizations shall

conform substantially to the same standards of timing and amount as apply to cash advances by USAID to the grantee

b The grantee shall submit requests for advances (using SF-270, "Request for Advance or Reimbursement") at least monthly to the paying office specified in the grant letter. Requests shall state the estimated disbursements to be made during the period covered by the request, less the estimated balance of cash on hand at the beginning of the period and the advance amount being requested.

c The grantee shall submit a "Financial Status Report" (SF-269A) quarterly, no later than 30 days after the end of the period, to the paying office specified in the grant letter. The report shall show disbursements, advances received, and any cash remaining on hand for the period covered by the report. Within 90 days following the expiration of the grant, the grantee shall submit a SF-269A showing total disbursements, total advances received, and any cash remaining on hand, which will be refunded to USAID.

d If at any time, the USAID Controller determines that the grantee has demonstrated an unwillingness or inability to (i) establish procedures that will minimize the time elapsing between cash advances and the disbursement thereof, (ii) timely report cash disbursements and balances as required by the terms of the grant, and (iii) impose the same standards of timing of advances and reporting on any sub-recipient or any of the grantee's overseas field organizations, the USAID Controller shall advise the grant officer who may suspend or revoke the advance payment procedure.

## 2) Cost-Reimbursement

(This provision is applicable when the grantee does not meet the standards for a letter of credit or for periodic advances)

### PAYMENT (COST-REIMBURSEMENT) (JULY 1988)

The grantee shall submit to the paying office indicated in the grant letter an original and 3 copies of SF 1034, "Public Voucher for Purchases and Services Other Than Personal" and SF 1034A, Continuation of SF 1034, normally once a month, but in any event no less than quarterly. Each voucher shall be identified by the grant number and shall state the total costs for which reimbursement is being requested.

3) Letter of Credit

(This provision is applicable when a Letter of Credit is requested by the grantee and approved by USAID's Office of Financial Management )

PAYMENT (LETTER OF CREDIT) (FEBRUARY 1997)

a Payment under this grant shall be by means of a Letter of Credit (LOC) in accordance with the terms and conditions of the LOC and any instructions issued by the USAID Bureau for Management, Office of Financial Management, Cash Management and Payment Division (M/FM/CMP)

b As long as the LOC is in effect, the terms and conditions of the LOC and any instructions issued by M/FM/CMP constitute the payment conditions of this grant superseding and taking precedence over any other clause of this grant concerning payment

c The grantee should have written procedures that minimize the time elapsing between the transfer of funds and disbursement by the recipient The grantee shall exercise prudent management of Federal funds by drawing only those funds which are required for current use The timing and the amount of the drawdown shall be as close as is administratively feasible to the actual disbursements by the grantee for direct program or activity costs and the proportionate share of any allowable indirect costs

d If the LOC is revoked, payment may be made on a cost-reimbursement basis, in accordance with paragraph (f) of this clause

e Revocation of the LOC is at the discretion of M/FM/CMP after consultation with the grant officer Notification to the recipient of revocation must be in writing and must specify the reasons for such action

f If the LOC is revoked, the grantee shall submit to the USAID Controller an original and 3 copies of SF 1034, "Public Voucher for Purchases and Services Other Than Personal" and SF 1034A, Continuation of SF 1034, normally once a month, but in any event no less than quarterly Each voucher shall be identified by the grant number and shall state the total costs for which reimbursement is being requested

Name of Centre	Number of Residents	Active useful space	Rehabilitation costs in USD
SENAKI TOWN SANATORIUM	600	3 980	102 000
SENAKI POLYTECHNIC 139	220	1 140	30,000
SENAKI SANATORIUM	200	1,040	27 000
SENAKI POLYTECHNIC	180	900	24,000
KHONI AND KOPITNARI SANATORIUM	3,500	9 630	249 000
TOTAL	4 700	16 670	432,000

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