

Asia Wastewater Management Partnership

Implementation Guidelines

1. Objectives

- (1) Asia Wastewater Management Partnership (AWaP) is a partnership towards the achievement of SDGs, mainly the target 6.3, by 2030.
- (2) The AWaP will promote the mainstreaming of the wastewater management in Asia and partner countries efforts.
- (3) The AWaP will carry out mainstreaming of wastewater management in each stakeholder in each country, sharing information necessary to spread wastewater management, and make models to resolve challenges in order to promote each country's efforts to achieve the SDGs by 2030.

2. Definition and Scope of Activities

- (1) Wastewater Management is defined as “the collection and treatment of wastewater and its ancillary matters (administration and financing, engineering planning, design, construction, operation and maintenance, monitoring and evaluation of overall performance, and others).
- (2) “Wastewater Management,” includes, in principle, all kinds of wastewater.
- (3) Main target of AWaP is “Wastewater Management”, which covers the wastewater from point sources as homes, businesses and factories, excluding those from non-point sources such as farmlands or roads.

3. Language

English is used basically for the AWaP activities.

4. Activities

4.1 Pillars of Activities

Activities of AWaP will be planned and conducted under following three pillars.

- (1) Raising awareness on “Wastewater Management”
 - A) Prioritization of “Wastewater Management” in each countries’ government policy
 - B) Increasing consciousness on the importance not only in construction but also continuous operation & maintenance and management of wastewater

infrastructure.

(2) Monitoring of “Wastewater Management”

Sharing information on the status, plans and efforts related to “Wastewater Management” in each country.

(3) Resolving common challenges

Creating and sharing models and guidelines to resolve common challenges among partner countries.

4.2 How to Proceed the Activities

(1) Under the three pillars of activities, work plan shall be drafted for each activity.

(2) Drafts of work plan shall be prepared by AWaP secretariat based on the propositions and opinions from each country and shall be adopted in the general meeting.

(3) A leader country/organization shall be appointed for each work plan, and shall lead the activity with the support of the other countries/organizations and the secretariat.

(4) Progress and results of each activity shall be reported in each general meeting to share among the partnership members.

5. Structure

AWaP consists of the following elements.

5.1. Membership

5.1.1. Entities Eligible to Participate

AWaP is realized through the partnership among the participant entities and consists of the Partner Countries and the Supporting Organizations.

(1) Partner Countries

Partner countries are the key members and the main constituents of this partnership participating in the efforts of AWaP and promoting proactively “Wastewater Management” in each country.

(2) Supporting Organizations

Supporting organizations are institutions supporting AWaP’s efforts by offering and sharing each organization’s resources, and assumed to be the following entities.

A) International organizations and development assistance organizations implementing activities relating to “Wastewater Management”

B) Public sector entities having technical and policy-related know-how and knowledge of “Wastewater Management”

C) Research institutions and universities implementing research on “Wastewater Management”

5.1.2. Organization to Work in Cooperation

Toward mainstreaming “Wastewater Management”, AWaP will implement activities through close cooperation with the Water Environment Partnership in Asia (WEPA) whose purpose is to contribute to improving water environment by offering information and knowledge necessary for the enhancement of water environment governance.

5.1.3. Roles and Responsibilities of Member Entities

(1) Roles and Responsibilities of Partner Countries

A) Registering focal point

- Partner countries should designate a focal point for AWaP and register the name, affiliation, position and contact information of the person in charge.
- The person in charge of focal point shall be, in principle, staff of central ministries and agencies or equivalent organizations.
- The person in charge of focal point is required to cooperate in the operation of AWaP as a member of AWaP Operations Committee.
- Change of the focal point should be notified to the AWaP secretariat.

B) Regularly reporting and sharing information

Partner countries should submit report about their progress and efforts about “Wastewater Management” once a year.

C) Participating in activities

Partner countries should participate in the activities represented in the work plan.

D) Participating in meetings

- Partner countries should participate in the general meeting of AWaP that will be held regularly.
- As for the countries on the OECD’s DAC List of ODA Recipients (DAC list), travel expenses necessary for participation will be subsidized by the AWaP secretariat under the budget constraint of Japanese government.

(2) Roles and Responsibilities of supporting organizations

A) Supporting organizations will individually discuss with the AWaP secretariat about the contents of cooperation and support.

B) Supporting organizations should designate a focal point for AWaP and register the name, affiliation, position and contact information of the person in charge.

5.1.4. How to Join

(1) Countries and organizations wishing to join this partnership may notify the AWaP

secretariat anytime.

- (2) Countries and organizations approved by two-thirds of the partner countries in the operations committee shall become a partner country or supporting organization thirty days after the approval.

5.1.5. How to Resign

- (1) Partner countries or supporting organizations wishing to resign from AWaP shall be approved by submitting a notice of resignation to the AWaP secretariat.
- (2) However, the countries or organizations leading the activities included in the activity plan shall not be approved to resign until the activities are completed.

5.2. Operational Structure

This partnership shall be operated in the following structure.

5.2.1. Secretariat

- (1) The AWaP secretariat is located in Tokyo, Japan and jointly operated by the Ministry of Land, Infrastructure, Transport and Tourism (MLIT) Japan and the Ministry of the Environment (MOE) Japan.
- (2) Secretary-General of the secretariat shall be, in principle, the official in charge of AWaP in MLIT or MOE and decided through discussion between both Ministries.

5.2.2. Operations Committee

- (1) Operations Committee shall be established as a place for discussion about the matters relating to the operation of this partnership.
- (2) Committee members shall be the focal points of AWaP partner countries.
- (3) Chairperson of the operations committee shall be the secretary general of the secretariat.
- (4) Operations Committee meeting shall be held in Tokyo, Japan in principle but the committee members in remote locations may participate in the meeting by means of TV conference and others.

5.2.3. General Meetings

General meetings shall be held once in every two years in principle. The place, the time and others of the meeting shall be decided through discussion of the operations committee.

5.2.4. Chairperson

Chairperson of the general meeting shall be decided through discussion of the operations committee.

5.2.5. Advisors

Experts who have expertise necessary for the activities of AWaP are appointed as advisors. Advisors are appointed at the operations committee.

6. Resources

6.1. Funds for Activities

(1) Expenses for running the secretariat

Expenses for running the AWaP secretariat shall be borne by the Japanese government in principle.

(2) Expenses for holding meetings

Expenses for holding the general meetings and the operations committee meetings of AWaP shall be borne by the Japanese government in principle.

(3) Expenses for participating in meetings

As for the partner countries on the OECD's DAC List of ODA Recipients (DAC list), travel expenses for participation shall be borne by the Japanese government under the budget constraint of Japanese government.

(4) Expenses for each activity

As for the expenses for implementing each activity, the defrayer (sponsor) shall be provided separately for each activity.

(5) Other expenses

As for the other expenses necessary for the AWaP activities, the defrayer shall be decided through separate discussion.

6.2. Other Resources

Members of the Partnership shall offer as necessary such intellectual resources as knowledge contributing to the AWaP activities.

7. Disorganization

This partnership shall be disorganized by a vote of four-fifths or more of the partner countries in the general meeting.

8. Entry into Effect

This Implementation Guidelines shall be put into effect on the day when at least three organizations have signed.

9. Amendments

Amendments to this guidelines shall be made through discussion of the operations committee.

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**AGREEMENT FOR THE ESTABLISHMENT OF
THE ASIA WASTEWATER MANAGEMENT PARTNERSHIP
(AWaP)**

PREAMBLE:

WHEREAS, the parties understand that the Asia Wastewater Management Partnership (hereinafter referred to as “AWaP”) is a multinational partnership to promote mainstreaming wastewater management, without judicial personality, and

WHEREAS, the parties agree with the aim of the AWaP and agree to support AWaP, and

WHEREAS, the parties agree with prerequisites that the Parties are invited as participants constituting the AWaP,

NOW, THEREFORE, in consideration of the foregoing premises and mutual covenants hereinafter set forth, the parties hereto hereby agree as follows:

Article 1.

(Establishment)

- 1. The Parties in this AGREEMENT agree on the establishment of the AWaP.**
- 2. The Parties are deemed to agree on the AWaP Implementation Guidelines by signing this AGREEMENT.**

Article 2.

(Withdrawal)

The Parties may withdraw from the AWaP after three months have passed from the establishment in accordance with the Implementation Guidelines.

Article 3.

(Affiliation)

Country or organization wishing to join the AWaP may notify the AWaP secretariat to that effect anytime.

**Those approved by the Operations Committee shall become a partner country/
supporting organization thirty days after the approval.**

Article 4

(Effective Date)

**This AGREEMENT shall be effective as Partnership as of the day when at least
three organizations have signed.**

**In Witness whereof, the parties shall sign the original and the photocopy of the
original, and send both to the secretariat. The secretariat shall return the Certified
Copy to the signer.**

Signature

Date

Name

**Affiliation (Country/Affiliated
Organization)**