



MyWP Capacity Building Network (MyCBNet) 2009 Work Plan

1.0 Background

The Malaysian Water Partnership (MyWP) is a legally-registered society in Malaysia and was formed in 1997 arising from the recommendations made in a workshop on National Consultation on Integrated Water Resources Management (IWRM), which was held in Kuala Lumpur on November 29, 1997. It is a non-governmental organization (NGO), and its mission is to support Malaysia in implementing IWRM. The objectives of MyWP are:

1. To provide strategic advice to the Government and relevant stakeholders on water and water-related matters with particular emphasis on the adoption of Integrated Water Resources Management (IWRM) principles and practices.
2. To promote greater awareness in IWRM among all stakeholders including the public, water users and potential polluters.
3. To foster interaction among its members by promoting cross-sectoral and multi-stakeholder dialogues at local, river basin, state and national levels to meet critical needs.
4. Facilitate and promote capacity building, training and educational programmes and activities in IWRM.
5. Publish and disseminate IWRM related information among its members and to relevant stakeholders and the public through periodic journals, newsletters and other appropriate media.
6. Facilitate exchange of expertise for the advancement of IWRM related technologies and management skills.

The MyWP Capacity Building Network (MyCBNet) for IWRM is a network of MyWP members who are interested in capacity building in IWRM, either as trainers or recipients of the training. Thus, the MyCBNet is responsible for promoting and implementing the IWRM capacity building objectives of MyWP, which is objective No. 4 above.

The formation of MyCBNet also facilitates the effective participation of its members in the regional IWRM capacity building networks, such as AguaJaring (SEA), and also those organized under the auspices of the United Nations Development Program (UNDP) CapNet Program. It also facilitates its members to gain access to training materials and resources, including potential partnership with UNDP CapNet to implement capacity building activities, both locally and regionally.

2.0 Achievements

The MyCBNet was created by the MyWP Executive Committee on 5 June 2009, after a major restructuring exercise, to replace the Malaysian Capacity Building Network (MyCapNet), which

has been the IWRM capacity building network of MyWP from its inception in 1997. The main objective of the restructuring exercise is to streamline the identity and operations of the MyCapNet with its parent organization, the MyWP.

The following are some of the past achievements of the MyCapNet:

1. Developed and implemented a Masters degree course in IWRM, in collaboration with the Open University of Malaysia.
2. Organised a number of IWRM-related capacity building workshops for government and civil society organizations stakeholders.

3.0 IWRM Capacity Building Needs

The major water management issues in Malaysia are floods, water pollution, poor sewerage and potable water supply management, increasing loss of wetlands and degradation of the water ecosystems. The MyWP recognizes that to support the government in addressing the above issues there is a need for increased capacity building of the policy makers, planners, consultants, managers and operators of the infrastructures and management systems related to the issues.

Since most of the key decisions related to water management are made by government officers the MyWP recognizes that there is a need to establish effective partnerships with the relevant government agencies to implement capacity building programs among its officers. In particular, there is a need for the relevant government officers to be introduced to the new concepts and approaches to the management of water problems.

Thus, the MyWP, through the MyCBNet aims to get as many government officers and agencies to participate in the training activities of the MyCBNet. Also, through the MyCBNet the MyWP hopes that the new concepts and approaches to the management of water problems can be disseminated much more quickly through a system of training-of-trainers scheme.

The MyCBNet has identified the following key topics for capacity building of government officers and their related stakeholders:

1. Awareness of IWRM and how it can be practically implemented in a river basin.
2. Integrated flood management
3. Water demand management
4. Water pollution control and management
5. Water quality enhancement through constructed wetlands
6. Restoration of degraded wetlands and ecosystems
7. Information management

In addition to the above, the MyWP depends on its NGO members to identify and propose capacity building activities for the non-government stakeholders.

4.0 Development of the MyCBNet

The operations of the MyCBNet are governed by a Terms of Reference (TOR) that has been approved by the MyWP Executive Committee in its meeting on 5 June 2009. A copy of the TOR is attached in Appendix 1. One of the significant changes made in the restructuring of MyCapNet to the MyCBNet is in the membership criteria for MyCBNet. They are as follows:

- (a) The qualifying criterion for membership is that the member must be a MyWP member.

- (b) In addition to the above, the member must have an interest in capacity building, either as an organisation or individual that offers training, or wish to get training.
- (c) Another condition is that the member must register his/her/their interest to be a member of the network, by completing a form and submitting it to the MyWP Secretariat. This will ensure that only interested MyWP members are admitted as members of the network, and thus can vote and be elected to the SC of the network.

Thus, the following are the immediate tasks to build the MyCBNet:

1. The MyWP Secretariat shall inform all MyWP members about the advantages of participating in the MyCBNet and shall register all MyWP members who are interested in capacity building to become members of MyCBNet.
2. A MyCBNet website shall be created for members to network and discuss about capacity building issues, and for them to learn about capacity building resources and opportunities.
3. A database of members' capacity building needs and interests shall be compiled from the information given in their registration forms.
4. Activate the MyCBNet and promote its identity by implementing a number of capacity building events in partnership with other agencies.

5.0 Work Plan for 2009

The MyWP Executive Committee has endorsed the proposed MyCBNet 2009 Work Plan, comprising of 8 IWRM capacity building activities proposed by various members of the network. Appendix 2 gives the list of the activities. The relevant designated driver partners of the activities are supposed to work with the MyWP Secretariat to implement the activities in partnership with the identified partners.

6.0 Budget

The budget for each of the 8 proposed work activities shall be developed in detail by the designated driver partners. The MyWP Secretariat will provide secretariat support services to the network and shall be reimbursed for its efforts through the inclusion of a budget line in each of the 8 proposed work activities for project secretariat services.

7.0 Conclusion

The MyWP hopes that through the synergistic and enthusiastic participation of MyCBNet members and their partners the capacity building objectives of the MyWP can be achieved. Thus, the MyWP hopes that through the partnership support of UNDP-CapNet and AguaJaring (SEA) the members of MyCBNet will be able to learn new concepts and approaches to the management of water problems and also be able to network with other members in the CapNet and AguaJaring (SEA) networks.



**Terms of Reference
for
Operations of the Network**

(Appendix 1)

1. Introduction

The MyWP Capacity Building Network (MyCBNet) for IWRM is a network of MyWP members who are interested in capacity building in IWRM, either as trainers or recipients of the training. The MyCBNet is responsible for promoting and implementing the IWRM capacity building objectives of MyWP.

The formation of MyCBNet also facilitates the effective participation of its members in the regional IWRM capacity building networks, such as AguaJaring (SEA), and also those organized under the auspices of the United Nations Development Program (UNDP) CapNet Program. It also facilitates its members to gain access to training materials and resources, including potential partnership with UNDP CapNet to implement capacity building activities, both locally and regionally.

UNDP Cap-Net is an international network for capacity building in IWRM. It is a Programme funded by the UNDP to support capacity building in IWRM. The network is made up of a partnership of autonomous international, regional and national institutions and networks committed to capacity building in the water sector. CapNet achieves its objectives by working with informal regional and country IWRM capacity building networks, such as AguaJaring (SEA) and MyCBNet.

The following are the Terms of Reference (TOR) and operational guidelines of the MyCBNet Network.

2. Network Name:

The name of the network shall be the “MyWP Capacity Building Network for IWRM (MyCBNet)”. The logo of the network shall be MyWP’s logo.

3. Governance:

3.1 Network Membership

Membership in the Network is open to all institutional and individual members of MyWP, who are interested in IWRM capacity building.

A formal application to the MyWP Secretariat, using a prescribed form, is required to join as a member of MyCBNet.

3.2 Network General Meetings

3.2.1 Annual General Meeting

The MyCBNet shall hold an annual meeting of its members. The meeting should be held before MyWP’s Annual General meeting so that the outcome from the meeting can be reported at the MyWP Annual General Meeting.

3.2.2 Functions of the Annual General Meeting

- (i) Elect the Steering Committee (SC)
- (ii) Approve the Annual Report

3.2.3 Convening of any Network General Meeting

The Network General Meeting shall be convened by the Chairperson, based on a decision by the Steering Committee (SC), by giving not less than 14 days notice. The Chairperson shall preside at the meeting. In the absence of the chairperson the vice chairperson shall preside and in the absence of both, the members present at the General Meeting shall elect a chairperson to conduct the business of the day.

The General Meeting can discuss details on the governance and operational guidelines for the Network. However, any proposed changes to the governance and operational guidelines for the Network shall be subject to approval by the MyWP Executive Committee.

3.2.4 Quorum at the General Meeting

A minimum of twice the numbers of SC members should be present to conduct a General Meeting.

3.3 Steering Committee

3.3.1 Steering Committee Membership

A Steering Committee of 10 members shall be responsible for the management of the Network. The composition of the SC shall be 5 organisation and 5 individual members, and an ex-officio member appointed by MyWP shall be the Chair of the Committee.

The tenure of the SC members shall be one year, and they are eligible for re-election for a consecutive period of 3 years. Three SC members shall not be candidates for re-election each year, by the drawing of lots.

A representative from an institution will relinquish his/her membership in the Steering Committee on leaving the institution so as to enable a suitable nominee from the institution to serve on the Steering Committee.

The SC shall elect a Vice Chairperson to assist the Chairperson in facilitating the activities of the Network.

3.3.2 Functions of the Steering Committee

- (i) Maintains a register of Network members
- (ii) Prepare Annual Work Plan
- (iii) Elect the Vice-Chair
- (iv) Nominate representatives to AguaJaring and CapNet meetings
- (v) Implement decisions of the General Meeting

3.4 Powers and Functions of the Chairperson

- (i) To preside at any General Meeting and Steering Committee meetings of the Network
- (ii) To promote the IWRM capacity building objectives of MyWP and foster synergistic collaboration with any other organization with similar objectives.
- (iii) To represent MyCBNet in any National and International forums
- (iv) To engage in any activity that would help to achieve the objectives of the Network

3.5 Powers and Functions of the Vice-Chair

- (i) To convene any General Meetings and Steering Committee Meetings, in consultation with the Chairperson
- (ii) To prepare the Minutes of any General Meetings and Steering Committee Meetings, with the assistance of the MyWP Secretariat.
- (iii) To maintain the membership register of the Network
- (v) To prepare the Annual Report, Statement of Accounts, Work Plan and any other documents, with the assistance of the MyWP Secretariat.

3.6 Obligations of Network Members

- (i) To assist in the preparation of the Annual Work Plan by developing concept proposals for IWRM capacity building with partner organisations.
- (ii) To ensure that the MyWP Secretariat is given a role to assist in the implementation of any IWRM capacity building activities included in the Annual Work Plan.
- (iii) To work closely with the MyWP secretariat in implementing any IWRM capacity building activities.
- (iv) To keep the SC informed on the implementation progress of any activities included in the Annual Work Plan.

4. Participation in UNDP Cap-Net and AguaJaring (SEA)

- (a) The Chairperson shall be MyCBNet representative to the UNDP CapNet Country Managers and AguaJaring Steering Committee meetings. If he/she is unable to take up that role for any reasons, then the Vice-Chairperson shall be the nominee.
- (b) The nominated representatives shall provide upstream/downstream linkages to the activities undertaken by CapNet and AguaJaring (SEA). He/she should also keep the SC informed on important communications with CapNet and AguaJaring (SEA) on a regular basis.

5. Operational Guidelines

5.1 Funds

The funds required to meet the expenditure of the Network shall be raised through:

- (a) Grant from MyWP budget
- (b) Contributions in kind from recipient organizations for the training
- (c) Contributions in the form of service from MyCapNet members
- (d) Grants from Public, Private or NGO sectors
- (e) Grants from CapNet, and other International Agencies



Appendix 2- MyWP Capacity Building Network (MyCBNet)

2009 WORK PLAN

No.	Activities	Date	Participants/ Target Groups	Financial Partners	Outputs
1	IWRM Awareness Workshops for State Government Agencies	August & November 2009	Senior Level State Government Personnel	MyWP DID Malaysia State DID State-level Govt Dept	<ul style="list-style-type: none"> • Training Material • Training/Workshop
2	Integrated Flood Management for DID Senior Management & All other Stakeholders # 3 days IFM Workshop for DID (40 pax) # 2 days IFM Seminar for other Stakeholders (200 pax)	August 2009	Senior DID Staff All Other Stakeholders (Government, Consultants, NGOs)	MyWP DID Malaysia WMO CapNet AguaJaring	<ul style="list-style-type: none"> • Training Materials • Training/Workshop
3	Capacity building and awareness raising for the media on IWRM, especially with regards to flood & sustainable water usage.	Q3	Journalists Radio/TV Station Producers Website links	Wetlands International Malaysia CapNet	<ul style="list-style-type: none"> • Information sharing on IWRM • Reinforced Networking • Knowledge management

4	Mainstreaming Environmental Flow – Enhancing Capacity for Practical Implementation	Q3	Government Personnel Social & Environmental NGOs Environmental Private Sector	WWF MNRE CapNet	<ul style="list-style-type: none"> • Training/Workshop • Training Material • Case-studies
5	Empowering Malaysian Communities and resource users in IWRM.	Q3 & Q4	Local Communities Indigenous People Groups Local resource users.	MENGO Local Municipalities NGOs CapNet	<ul style="list-style-type: none"> • Number of people trained • Sharing Information on IWRM
6	Training for Trainers on Principles and Concepts of Integrated Water Resources Management (IWRM)	Q3	UPSI lectures Teacher Trainers Senior Teachers	UPSI Ministry of Education MyWP CapNet	<ul style="list-style-type: none"> • Number of people trained • Trained Trainers
7	Lake Management using IWRM principles; building indigenous groups & government sector partnership.	Q3	MyCapnet Members Water Resource Managers (Government Sector, Indigenous Group)	Wetlands International - Malaysia DID Malaysia CapNet	<ul style="list-style-type: none"> • Number of trained indigenous group • Trained Lake Managers • Better Managed Lakes – Tasik Bera & Tasik Cini
8	Capacity building and awareness raising for the Sg Merbok Community on IWRM, especially with regards to health and sustainable environmental (healthy environment).	Q3 2 years Project	Community (50 Families)	CEMACS, USM Kampung Sg Merbok Department of Forestry Malaysia	<ul style="list-style-type: none"> • 50 families • Training materials

Note: Organisations indicated in bold are the “driver” partners for each training proposal.