

TECHNICAL SUPPORT PROGRAM (TSP)

I. Background

1. The great challenge for the coming decades will be to increase food production with less water, particularly in countries with limited water and land resources. The effective and sustainable use of water for agriculture has become a global priority of vital importance, requiring urgent and immediate solutions in view of intensifying competition. The importance of Capacity Development for attaining sustainable developments in irrigation, drainage and flood management sectors is fully understood. The consensus among policy-makers in the developing world is that a lack of capacity is constraining the development of irrigated agriculture. Although this concern is not new, it is now receiving much attention in the irrigation and drainage world, where it is becoming an issue in its own right due to the increasing complexities of development, multi-disciplinary nature sustainable solutions, the close linkages between water-food-energy, rapid changes in the irrigation and drainage sector, the need to bring together various stakeholders who might not necessarily be experts. Moreover, many countries are facing shortage of qualified technical persons

II Technical Support Program

2. The National Committees of ICID have expressed the need for professional guidance and support from ICID in initiating certain studies and activities. In order to meet this requirement a Technical Support Program is established by ICID. The objective of the Program will be to:

“Undertake capacity development activities in the field of agriculture water management (AWM) in support of rural development”.

3. Technical Support Programme will be implemented by the Technical Support Unit (TSU) which was set up vide ICID notification no. 1/2016 under WG-CDTE with the approval of the International Executive Council (IEC) at its 66th meeting held on 16 October 2015 at Montpellier, France vide IEC Resolution 3/66. keeping in view the need of capacity building, education and awareness of technical staff working in the field of agriculture water management.

4. The scope of work and expected outputs/deliverables of TSP are as follows:

(a) Support the member countries in:

- (i) general assessment of gaps in AWM capacities within the countries and suggest possible solutions;
- (ii) developing feasibility reports for small and medium irrigation, drainage and flood management proposals;
- (iii) training needs assessment; and
- (iv) undertaking capacity development programmes.

(b) Coordinate and execute capacity development programs of ICID under the overall guidance of WG-CDTE and administrative directions of the Core Group; and

(c) Develop a knowledge base of AWM with the help of ICID working groups, partner institutions and member countries.

III Core Group

5. A Core Group with the following Composition and Terms of Reference (ToR) has also been set up to guide activities under Technical Support Program:

Composition

- | | | |
|-----|-------------------------|------------|
| (a) | President, ICID | - Chairman |
| (b) | Chair, PCTA | - Member |
| (c) | Chair, PCSO | - Member |
| (d) | Chair, AFRWG | - Member |
| (e) | Chair, ASRWG | - Member |
| (f) | Chair, WG-CDTE | - Member |
| (g) | Secretary General, ICID | - Convener |

In addition, the representatives (maximum two at a time) of Financial partner contributing to CDF, particularly supporting specific activities, will be co-opted by the President.

Terms of Reference (ToR)

- (i) Finalizing and prioritizing the work program of TSU;
- (ii) Review and monitor progress of activities of TSU;
- (iii) Take administrative and financial decisions regarding the engagement of volunteers and other experts; and
- (iv) Support resources generation and take all financial decisions

IV Mechanism

6. **Technical Support Unit (TSU)**, will serve to execute the activities under TSP. TSU will consist of distributed network of short-term and long-term expert volunteers, who commit to dedicate a maximum of ten man-days for short-term and up to 6 months as long-term experts to the TSU activities. The activities will be supported by a Coordination Unit (CU) established within the Central Office. NCs and other members, including partner institutions, will be requested to depute personnel to the CU of TSU from time to time, as required. Broad terms of reference of long term expert indicating scope of deputation of experts, financial aspects etc. is at **Annexure A**, which also include nomination form (**Annexure B**). Long-term Experts/ professionals will be paid a suitable honorarium in accordance with the Government of India rules, payable by Non-government organization, non-profit organizations such as ICID and approved by the Core Group.

7. Nomination forms for deputation of short term experts is at **Annexure C**. Since short term experts will provide voluntary contributions to the activities of the TSU, ICID will provide honorarium (US\$ 100–150) to them for delivering lectures and preparing lecture material in addition to economy class air fare along with Boarding and Lodging by the Recipient NC. The travel of the expert volunteers in connection with TSU activity and honorarium for the experts, will be supported through CDF.

8. **Request for support from TSU**. In order to get support from the TSU, NCs seeking support from the TSU will submit their request in the prescribed form (**Annexure D**) providing information related to the type of audience who would be benefitting from the program, brief outline of the Program for which support is sought, areas where the external expertise is required, contribution of the recipient NC to the cost of the experts, etc. in a structured format in order to facilitate processing of the request.

9. The status of the requests received from NCs will be maintained in a 'Request Register'. The first priority will be given to the requests where the Recipient NC is ready to provide full financial support for services of the experts in terms of travel, accommodation etc. and involvement of the TSU will essentially be that of facilitation and identifying the experts. The prioritization for support by TSU will be as follows:

- (a) Trainings and Workshops in the recipient country fully funded by the Recipient NC
- (b) Trainings and Workshops in the recipient country partially supported by the Recipient NC
- (c) Study and preparation of the Report on the Capacity Development Needs in a Country
- (d) Preparation of pre-feasibility proposals for small irrigation schemes

10. In case of multiple requests from a particular NC, as far as possible equity will be maintained keeping in view the constraints of the funds. Immediately after receiving the request, TSU will identify the experts in consultation with the Chair/Vice Chairs of the concerned WG. Based on the suggestions received and the roster of short term experts available, the TSU will facilitate the process and depute expert(s) to the Recipient NC for supporting the programme/activity of the NC.

V Fund

11. In order to ensure smooth functioning of TSU, a **Capacity Development Fund (CDF)** is established for the activities of TSU. The Fund will be supported by member countries on a voluntary basis.



Annexure A to Annex R2.1, Para 6

**Terms of Reference for Engaging Expert for
TECHNICAL SUPPORT UNIT (TSU) IN ICID CENTRAL OFFICE**

Post Title: Expert (Agricultural Water Management)
Duty Station: ICID Central Office, New Delhi, India
Duration: Six months (*initially*)

TERMS OF REFERENCE (TOR)**1. Background**

The National Committees of ICID have expressed the need for professional guidance and support from ICID in initiating certain studies and activities. Accordingly, the 66th ICID's International Executive Council meeting held on 16 October 2015 at Montpellier, France, approved the setting up of a Technical Support Unit in ICID vide IEC Resolution 3/66 keeping in view the need of capacity building, education and awareness of technical staff working in the field of agriculture water management. The objective and scope of activities of TSU are as given in the Technical Support Program scheme.

2. Deputation of Expert to Technical Support Unit (TSU)

As per decision of IEC (Resolution 3/66, TSU is being set up in ICID at its Central Office located in Delhi with deputation of experts on short term on voluntary basis from interested National Committees. Brief description of scope of activities and other terms and conditions is given below:

2.1 Broad scope of deputation of expert to TSU

National Committees / Committee are requested to consider deputing their mid-level experts for short term to support activities of TSU on capacity development programme in agricultural water management for least developed countries in Africa and Asia including support to development of proposals for small scale irrigation, flood management and drainage at feasibility level. Broad ToR of experts is given below:

- (a) The Expert nominated by the National Committee / Committee to Technical Support Unit (TSU) will be working on voluntary basis for an initial period of six months.
- (b) Expert should be professionally qualified in the field of Agricultural or Water Resources Engineering, preferably, post-graduate
- (c) At least 10 years work experience in dealing with agricultural and water management issues having experience in the areas of research, capacity development, training, project planning and development etc.
- (d) The Expert should be in the age group of 40 to 50 years of age.
- (e) The Expert should be fluent in Spoken and Written English and computer savvy.

2.2 Financial aspects

The Sponsorship Organisation has to bear all the financial expenses of the expert in terms of salary and allowances, travel expenses, per diem, accommodation, local transport, insurance etc., to undertake the assignment. However, ICID will pay an honorarium of Rs.10, 000/- (US \$ 150) {as per Government of India norms} per month.

2.3 Documents

While deputing expert to TSU, the National Committee may kindly furnish Curriculum Vitaé (CV) of the applicant along with the following documents:

- (a) Educational qualification
- (b) Experience profile
- (c) Copy of passport

The condition for grant of visa for working in India for NGOs and other organizations is available at: <http://mha1.nic.in/foreignDiv/OverviewVisa.html>



Annexure B to Annex R2.1, Para 6

TECHNICAL SUPPORT UNIT IN ICID CENTRAL OFFICE

APPLICATION FORM FOR LONG-TERM EXPERTS

A. Applicant’s personal and experience details

1. Personal Information

Name	
Position	
Organization / Department	

Gender Male Female

Date of birth: Day Month Year

Nationality

Contact details including e-mail

Passport Details <i>(attach a copy)</i>	Number	Validity		Issuing authority	

2. Educational background and experience (Attach brief CV):

- (i) Degree & above:
- (ii) Brief details of experience in the field of agricultural water management, flood management, drought and related areas with expertise in research, capacity development, training, project planning and development, *(use separate sheet, if required.)*:
- (iii) Specify experience on development of proposals for small scale irrigation, flood management and drainage at feasibility level, if any:
- (iv) Experience of working in least developed countries in Africa and Asia, if any:

3. Other details (please specify):

	Fair	Good	Excellent
Knowledge of English			
Spoken			
Written			

i. Are you willing to work in least developed countries of Africa and Asia on short term basis?

Date: _____ Signature: _____

B. Recommendation by Sponsoring Organisation

Mr / Ms _____ is sponsored to work in Technical Support Unit of ICID, New Delhi. This is to certify that the above information is correct best to our knowledge. We undertake to bear all financial expenses of the expert in terms of salary and allowance, travel expenses, per diem, accommodation, local transport, insurance etc. to undertake the assignment.

Name of the person

Position

Name of Sponsoring Organization

Date: _____

Signature: _____

C. Recommendation by the ICID National Committee

Mr / Ms _____ is recommended to work in Technical Support Unit of ICID, New Delhi.

Name of the person

Position

Name of National Committee

Date: _____

Signature: _____



Annexure C to Annex R2.1, Para 7

**TECHNICAL SUPPORT UNIT IN ICID CENTRAL OFFICE
NOMINATION FORM FOR SHORT TERM EXPERT**

A. Personal and experience details

1. Personal Information

Name

Position

Organization / Department

Gender

Male

Female

Date of birth:

Day

Month

Year

Nationality

Contact details including e-mail

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Passport Details
(attach a copy)

Number	Validity	Issuing authority	
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2. Educational background and experience (Attach brief CV):

- (i) Degree & above:
- (ii) Brief details of experience in the field of agricultural water management, flood management, drought and related areas with expertise in research, capacity development, training, project planning and development, *(use separate sheet, if required.)*:
- (iii) Specify experience on development of proposals for small scale irrigation, flood management and drainage at feasibility level, if any:
- (iv) Experience of working in least developed countries in Africa and Asia, if any:

3. Expertise in fields related to Agriculture Water Management (select any three)

- Agronomy related aspects
- Bio-Drainage
- Climate Change Adaptation
- Drainage
- Development of Tidal Areas for Agriculture
- Drought Management
- Environmental Aspects of Irrigation & Drainage
- Flood Management
- Irrigation Development & Management
- On-Farm Management

- Participatory Irrigation Management
- Use of Poor Quality Water in Agriculture
- Any other (Please specify)

4. Knowledge of Languages (please specify):

Languages	Fair	Good	Excellent
i. English			
Spoken			
Written			
ii. French			
Spoken			
Written			
iii. Any other			
Spoken			
Written			

iv. Are you willing to work in least developed countries of Africa and Asia on short term basis?

Date: _____

Signature: _____

B. Recommendation by Sponsoring Organisation

Mr. _____ is sponsored as Short Term Expert (upto 10 days) to support activities of the Technical Support Unit of ICID, New Delhi. We undertake to bear financial expenses of the expert in terms of salary and allowance during period of assignment.

We understand that ICID / Host country will make arrangement for travel and accommodation and Expert would be paid honorarium as per ICID norm.

Name of the person

Position

Name of Sponsoring Organization

Date: _____

Signature: _____

C. Recommendation by the ICID National Committee

Mr. _____ is recommended to work as Short Term Expert to support activities of Technical Support Unit of ICID, New Delhi.

Name of the person

Position

Name of National Committee

Date: _____

Signature: _____

Annexure D to Annex 3, Para 8

**TECHNICAL SUPPORT UNIT IN ICID CENTRAL OFFICE
REQUEST FORM FOR NATIONAL COMMITTEES**

1. Name of the National Committee

2. Request submitted for (please ✓ applicable one and insert the title in the box below):

- (a) Workshop/ Training in the Country
- (b) Exchange Visit to another NC
- (c) Study/ Gap Analysis of Capacity Development in the country
- (d) Pre-feasibility report preparation

3. Topics of the Workshop/Training or the Scope of the Study

4. Target audience for the Workshop/Training:

5. Approximate dates and duration of the event

(Please give 6 months advance notice and a flexible time schedule):

6. Priority of the request (if more than one request is submitted in a given financial year):

7. Please indicate which of the following costs the NC will be able to meet (please ✓ applicable box):

No.	Item	Yes	No	N/A
1	International Air Travel costs by Economy Class			
2	Internal travel/transportation costs (within the country)			
3	Boarding and Lodging of the Experts			
4	Training material including its reproduction			
5	Honorarium to the Expert			
6	Videography of the lecture proceedings			
7	Surveys or studies required from local experts			

8. Outline of the proposed Training/Workshop/Study

(Also, please *attach* a brief outline of the event or study, the list of topics of lectures, the lectures taken by local experts and those required from ICID-TSU External Experts):

Attached Not attached

9. Other National Institutions involved in the activity:

10. Contact person for the activity:

11. Any additional information:

Signed/submitted by:

President/Chair/Secretary-General/Secretary
of the National Committee/Committee

(Please affix the signature)

Place:

Date:

