

Revised Project Document

**CAPACITY BUILDING OF THE ENVIRONMENTAL
CONSERVATION DEPARTMENT, MTDEST, SABAH**

MALAYSIA

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COWI

Ref. No. M123/324-0090 (82.Mal.12a/17)

December, 1999

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Map of Sabah

List of acronyms and abbreviations

C&A	: Communication & Awareness
CEE, 1996	: Conservation of Environment Enactment, 1996
CTA	: Chief Technical Advisor
DANCED	: Danish Cooperation for Environment and Development
DKK	: Danish Kroner
DOE	: Department of Environment
EA	: Environmental Assessment
EAC	: Environment Action Committee
ECC	: Environmental Conservation Council
ECD	: Environmental Conservation Department
EIA	: Environmental Impact Assessment
EIS	: Environmental Information System
GIS	: Geographical information system
M&E	: Monitoring & Enforcement
MTDEST	: Ministry of Tourism Development, Environment, Science and Technology
MYR	: Malaysian Ringgit
NGO	: Non-Governmental Organisation
ODA	: Overseas Development Assistance
PSC	: Project Steering Committee
WWFM	: World Wide Fund for Nature, Malaysia

KEY DATA SHEET

COUNTRY:	Malaysia	File No:	M123/324-0090 (82.Mal.12a/17)
Donor Country:	Denmark	Agency:	DANCED
Flow:	ODA Grant	Grant Element:	100%
DANCED Sector:	Capacity Building (CAP)		
Subsector:	Environment		
OECD sector:	Environmental Protection		
Title (in English):	Capacity Building of the Environmental Conservation Department, Ministry of Tourism Development, Environment, Science and Technology, Sabah		
Title (in Danish):	Institutionel opbygning af miljøafdelingen i ministeriet for turisme, miljø forskning og teknologi		
Development Objective:	Sustainable Environmental Management in Sabah		
Immediate Objective:	Enhanced institutional and human resource capacity of the ECD and strengthened inter-departmental co-operation and commitment in the implementation and administration of the Conservation of Environment Enactment (1996)		
Executing Agency:	Ministry of Tourism Development, Environment, Science and Technology (MTDEST)		
Implementing Agency:	Environmental Conservation Department (ECD)		
Commencement Date:	September, 1999	Duration:	36 months
DANCED Contribution:	DKK '000 13,385 (including contingencies)		
Amount Tied:	0%	Amount Untied:	100%
Recipient Government Contribution:	DKK '000 1,980 (including contingencies)		
Co-financing:	None		
Investment Project:	No	Structural Adjustment:	No
Women in Development Indicator:	Not applicable	EIA:	Not carried out

Brief Project Description:

This project is designed to enhance the institutional and human resource capacity of the newly formed Sabah state environmental authority, i.e. the Environmental Conservation Department (ECD) of the Ministry of Tourism Development, Environment, Science and Technology (MTDEST), and to strengthen co-ordination among other relevant agencies in the implementation and administration of the recently promulgated 'Conservation of Environment Enactment' 1996 and its amendments. It is by making the impact of this legislation more effective that sustainable environmental management in Sabah is most likely to be achieved. The project seeks to develop implementation tools such as environmental guidelines and procedures, environmental conservation strategies and programmes, and human resource plans; and to provide training skills in various activities of the ECD like EIA review, enforcement and monitoring, and skills in remote sensing, GIS and database management. Additionally the project would help to review the CEE, taking into account recent developments in environmental problems and to incorporate effective enforcement mechanisms and incentive schemes so as to ensure that the CEE, 1996 could provide an integrated and effective conservation of the environment in Sabah, in its complementary role for the Environmental Quality Act, 1974 as well as other state legislation's pertaining to environmental conservation. The development of implementation tools will be done with the close co-operation of other relevant stakeholders - i.e. government agencies. The training activities include training courses and seminars, which will be attended by both the ECD staff, and staff from other relevant agencies, and on-the-job training, and attachment programmes for the ECD staff. Attachment programmes are expected to be held in Malaysia and Denmark. ECD is expected to sustain the output of the project through the preparation and implementation of a planned human resource development plan for ECD.

Danish:

Projektet er forberedt til at kunne forbedre den institutionelle og personalemæssige kapacitet i den nyligt oprettede miljøafdeling i Sabah's ministerium for turisme, miljø forskning og teknologi. Desuden skal projektet søge at styrke koordineringen mellem relevante organisationer af implementeringen og administrationen af den nyligt vedtagne "Conservation of Environment Enactment, 1996". Gennem en sikring af udøvelsen af denne lovgivning har et bæredygtig miljømæssig management og administration i Sabah en større chance for at blive en realitet. Projektet søger at udvikle redskaber for implementeringen af lovgivningen, f.eks. miljømæssige retningslinier og procedurer, planer for miljøbevarelse og programmer for træning af personale. Projektet vil også yde direkte træning i forbindelse med "EIA (Environmental Impact Assessment)", geografisk identifikation systemer "GIS", kontrol og monitorering, samt databehandling. Yderligere vil projektet assistere i en opdatering af lovgrundlaget (CEE, 1996) under hensyntagen til den seneste udvikling af miljømæssige problemer. Udviklingen af implementeringsredskaber vil foregå et tæt samarbejde med relevante offentlige institutioner og organisationer. Træningsaktiviteterne vil bestå af kurser og seminarer for både personale fra miljøafdelingen og andre organisationer samt direkte jobtræning for miljøafdelingens personale. Træningsprogrammer vil inkludere træning i Malaysia såvel som i Danmark. Miljøafdelingen forventes at sikre bæredygtigheden af projektet gennem forberedelse og implementering af en langsigtet udviklingsplan for afdelingens personale.

Purpose Code:**CRS Transaction Number:**

1. EXECUTIVE SUMMARY

1.1. Project justification

The State of Sabah's development has traditionally been (and will continue to be for the foreseeable future), dependant on the use of its natural resources. Industrial, agroindustrial and agricultural development in Sabah have all been closely connected to the exploitation of these natural resources, and primary products continue to be Sabah's major export revenue as well as its main employment provider. The continued exploitation of these resources has led to the emergence of environmental problems in Sabah (e.g. soil erosion, loss of biodiversity, haze, water pollution) that now warrant urgent attention.

The main idea of the project is to support the Government of Sabah in implementing the Conservation of the Environment Enactment, 1996 (CEE, 1996) through capacity building and human resource development in the newly established Environmental Conservation Department (ECD), which is part of the State Ministry of Tourism Development, Environment, Science and Technology (MTDEST).

The work of the ECD, and hence the logic for the existence of the proposed project itself, derives directly from this legislation - which has only very recently been passed; this legislation comprises the CEE, 1996 itself, and the amendment to this legislation establishing an Environmental Conservation Council (ECC) to which, *inter alia*, ECD reports, and the Prescribed Activities Order which details those types of activities to be covered by the legislation. The project provides the opportunity to support the governing environmental legislation of the State and, *inter alia*, to build upon and complement the work of the other DANCED projects (both on going and up coming) in the State and at Federal DOE level.

1.2 Project objectives and outputs

The overall objective of the project (i.e. the goal at which the project aims but which it does not itself achieve) is defined as 'sustainable environmental management in Sabah'. The immediate objective of the project (i.e. what the project should be able to deliver based on its proposed design) is defined as 'enhanced institutional and human resource capacity of the ECD and strengthened inter-departmental co-operation and commitment in the implementation and administration of the Conservation of Environment Enactment'.

To achieve the immediate objective of the project, the following outputs are required to be produced:

Area	Project Outputs
Planning	1. Sabah Environmental Indicator Report 1999 & 2002
	2. Proposal for a Sabah Environmental Policy
	3. Proposal for an overall Conservation Strategy, including inventory and environmental conservation recommendations for the 8 th Malaysia Plan
	4. A Human Resource Plan for ECD, including an ECD 5-10 year Strategy
	5. A Review of the CEE, 1996
	6. A Research Strategy and research activities implemented
	7. An Environmental Planning Training Package implemented, incl. a study tour
EA	8. A General Handbook on EIA Policy and Procedures for Sabah
	9. Guidelines and Regulations for selected prescribed and non-prescribed activities
	10. A Manual on EIA Auditing Procedures and Techniques
	11. EIA Compliance Surveys
	12. Guidelines for environmental screening of land alienation and development
	13. An Environmental Assessment (EA) Training Package implemented
M&E	14. A Monitoring & Enforcement Strategy (M&E) and focused M&E activities implemented
	15. A Monitoring & Enforcement manual
	16. A M&E Training Package implemented
C&A	17. A Communication & Awareness (C&A) Strategy and focused C&A activities implemented
	18. Dissemination of Project Lessons Learned
	19. A C&A Training Package implemented
EIS	20. Establishment of a Management Information System (MIS)
	21. Establishment of a Departmental home-page
	22. Establishment of GIS
	23. An Environmental Information System (EIS) Training Package implemented
Admin.	24. An ISO 9000 certification
	25. An ECD environmental information resource centre
	26. An Administration Training Package implemented

1.3 Project ownership and stakeholders

The project holder (as the implementing agency) is the ECD, MTDEST; MTDEST itself is the executing agency. The full list of stakeholders is as follows

Stakeholder / agency	Role
ECD	Implementing agency
MTDEST	Executing agency
Department of Forestry	Project participant
Department of Agriculture	Project participant
Department of Irrigation and Drainage	Project participant
Veterinary Department	Project participant
Department of Fisheries	Project participant
Department of Wildlife	Project participant
Department of Land and Surveys	Project participant
Sabah Parks	Project participant
Regional Town and Country Planning Department	Project participant
Local authorities (Ministry of Local Government and Housing)	Project participant
Natural Resource Office	Project participant
Department of Environment	Project participant
Various Malaysian NGOs (e.g. WWFM)	Project participant

(‘Malaysian’ NGOs means those with a national presence who are active in Sabah).

A very high level of enthusiasm among the stakeholders exists for this project.

1.4 Project costs and implementation

The project will be implemented over a three-year period, commencing in September, 1999 with the arrival of the long-term resident CTA. One other long-term post (an Environmental Management Adviser, for 18 months) is envisaged, together with several short inputs to support the development of guidelines and the conduct of training. An expected 63 months of Danish technical assistance is expected to be provided, complemented by 21 months of local consultancy and 175 months of input by ECD and the other Sabah State agencies.

Project strategic design has been left relatively flexible to see how the (relatively new) institution of ECD absorbs the assistance provided and how well the expected activities are undertaken and the outputs delivered. This will be subject to the proposed mid-term review if necessary.

The total cost of the project, including contingencies, is estimated to be DKK 15.365 million.

2. Context

2.1 The project idea

The main idea of the project is to support the Government of Sabah in implementing the Conservation of the Environment Enactment, 1996 (CEE, 1996) through capacity building and human resource development in the newly established Environmental Conservation Department (ECD), which is part of the new Ministry of Tourism Development, Environment, Science and Technology (MTDEST).

The work of the ECD, and hence the logic for the existence of the proposed project itself, derives directly from the legislation which has been passed; this comprises the CEE, 1996 itself, and the amendment to this legislation establishing an Environmental Conservation Council (ECC) to which, *inter alia*, ECD reports, and the Prescribed Activities Order which details those types of activities to be covered by the legislation.

2.2 Government policies, programmes and projects

National policies

In the pursuit of becoming an industrialised nation by 2020, the Malaysian government has acknowledged the impact of development on environment and as such this is increasingly being emphasised in important national policy documents. Thus, the 7th Malaysia Plan (covering the period 1996-2000) incorporated a policy statement regarding the integration of environmental concerns into the overall planning and development process.

The draft National Environmental Policy (presently being finalised in 1998-99) outlines the principles and strategies necessary to ensure that the environment remains productive both ecologically and economically. The recently launched National Biodiversity Policy further sets out the principles and strategies to protect and conserve biodiversity in Malaysia taking into account the unique existence of Malaysia's biodiversity in the world's natural endowment.

Malaysia is also signatory to various international treaties (e.g. the RAMSAR agreement and the Convention on Biodiversity).

The implementation of the Environmental Quality Act 1974 and the subsequent amendments and regulations empowered the Department of Environment (DOE) of the Federal Ministry of Science, Technology and the Environment to control and prevent pollution, and to protect and enhance the quality of the environment.

The environmental management strategy adopted by the DOE comprises three main elements, namely

- enforcement of polluting sources,

- ensuring that land use planning takes into account environmental considerations, and
- integrated project management through applying the Environmental Impact Assessment (EIA) process.

These measures are supported by environmental monitoring, education and training, expanding public awareness and interagency co-ordination activities.

To enhance the capacity and the capability of the DOE in implementing the environmental management strategies, the DANCED Capacity Building project for DOE is currently going on. There is also a plan to set up a training institute on environmental subjects, which will provide training for staff in the DOE and other government agencies, and the industry in general on various environmental management skills.

State policies

At the State level, the establishment of the Ministry of Manpower and Environment in 1976 indicated the intention of the Sabah Government to implement measures for environmental protection. The Ministry was later, 1987, renamed Ministry of Tourism and Environment. In mid-1998 the Ministry was renamed the Ministry of Culture, Environment and Tourism, and with the added portfolio of cultural issues the Ministry consisted of 11 agencies and departments. The former Environmental Development Division of the Ministry of Tourism and Environment was at the same time transformed into the Environmental Conservation Department (i.e. ECD). In 1999 the Ministry was renamed to Ministry of Tourism Development, Environment, Science and Technology (MTDEST).

As well as the CEE, 1996 Sabah has recently passed a flurry of legislation aimed at tightening up environmental management. Recently promulgated measures include

- the Cultural Heritage (Conservation) Enactment (1997)
- the Wildlife Conservation Enactment (1997)
- the Water Resources Enactment has recently been passed (1998) - and is in the process of being gazetted.

As regards Sabah's general conservation strategy, a report on Sabah Conservation Strategy was submitted to the former the Ministry of Tourism and Environment by the World Wide Fund for Nature Malaysia in 1992. The objective of the report was to define and establish policies, plans, organisation and actions whereby the sustainable use of natural resources will be fully integrated with all aspects of the State social and economic development. There were 12 action strategies recommended by the report to be implemented in order to protect and conserve the environment in Sabah. One of these covered institutional strengthening and recommended upgrading of the capacity

of the State government to manage allocation of natural resources and the natural environment generally, and to protect environmental quality. The recommended co-ordinating agencies for this purpose were the former Ministry of Tourism and Environment and the Chief Minister's Department. With the approval of the Sabah Conservation Strategy by the State Cabinet in 1996, the Natural Resources Office of the Chief Minister's Department was assigned to implement the recommendations of this report, and with the establishment of the ECD the technical and legal expertise will be in place to assist the Natural Resource Office.

Most of the recommendations in the 1992 report have been adopted and are being implemented by the government of Sabah. (For example, the DANCED Sabah Biodiversity Conservation Project and the Integrated Coastal Zone Management Project are among the projects being implemented according to the recommendations).

State institutions

The Environment Action Committee (EAC), which is a ministerial committee, is a partnership between MTDEST and the Sabah Environmental Protection Association, and has universities, government agencies, local authorities, corporate representatives, NGOs and individuals as members. The EAC was launched in September 1997, and is chaired by the Minister of Tourism Development, Environment, Science and Technology (MTDEST). The main purpose of the EAC is to identify land and marine pollution problems, to find solutions, and to draw up, implement and monitor, action plans.

The EAC has 3 main components, namely

- public awareness and education
- legislation and enforcement, and
- operations,

which are headed by a university professor, a lawyer and the President of Sabah Environmental Protection Association respectively. EAC, which is primarily a forum of dialogue on environmental issues between MTDEST and NGOs, is likely to continue to function even with the establishment of the Environmental Conservation Council under the Conservation of Environment Enactment Amendment.

Currently most matters in relation to the development of land and forestry are controlled by the Environmental Quality Act 1974 and under the enforcement of the Federal DOE (as stated in the prescribed activities list of DOE). However, the CEE, 1996 has enabled Sabah to establish an environmental authority in order to take over issues of environmental conservation. In November 1997, the State Cabinet approved the proposal to establish the Environmental Conservation Department in early 1998, and an Amendment to the Enactment concerning the establishment of an Environmental Conservation Council was enacted in March 1998.

Federal-State policy relations

Because land and forests are essentially State prerogatives, the division of responsibilities for environmental management falls largely on a 'brown'/green basis with anything to do with land and forest use or exploitation coming under the State purview (and thus now the prime responsibility of ECD/MTDEST), while matters pertaining to industrial, urban, health issues etc. fall within the remit of DOE.

The legislation, necessary to establish and fully clarify the division of responsibilities and activities between the DOE and the ECD, is the Conservation of Environment (Prescribed Activities) Order, 1996, which was approved in 1999.

2.3 Prior, ongoing and planned assistance

Major prior assistance to Sabah in environmental management which informs the background to the present project includes:

United Nations Development Programme/World Wide Fund for Nature Malaysia/ Ministry of Tourism and Environmental Development – Sabah Conservation Strategy 1992

The study recognises that in Sabah all aspects of the environment, and hence conservation and human welfare are linked closely to the use of two primary natural resources: land and forests. It states that to support the long –term needs of all sectors, a conservation strategy for Sabah has to be based, therefore on careful allocation of land and forests. With this guiding principle, the Sabah Conservation Strategy recommends various Action Programmes covering a total of 29 important components ranging to upgrading of the National Resources Office in the Chief Minister's Department, to establishment of a state environmental agency, establishment of a procedure for environmental impact evaluation of land applications, establishment of a clear procedure for implementing EIAs and introduction of measures to prevent forest fires.

Asian Development Bank/Government of Malaysia – Strengthening of Institutional Framework for Sustainable Development

This was a study focused on the effectiveness of the existing institutional framework for environment and development in implementing sustainable development initiatives and to recommend the strengthening of institutions, policies and instruments to respond more effectively to the changing economic and environmental pressures. The capacity-building report identified the existing human resources and skills levels in local government as weak. However, it recommended that before any decentralisation of policy matters related to

environmental management, training in environmental management/skills must be enhanced and the number of training courses increased. The Project on Capacity Building of ECD should take into consideration, the progress of implementation of the recommendations of the Asian Development Bank Project and pay particular attention to inter-agency co-ordination, areas of delegation of powers and training of the relevant officers at the local government level.

DANCED/Ministry of Tourism and Environment - Sabah Biodiversity Conservation Project

The project aimed to enhance the capabilities in biodiversity management, environmental monitoring, policy formulation, protected area management and environmental education of the staff of former the Ministry of Tourism and Environmental Development and the Wildlife Department, enabling these institutions to play a more effective role in biological resource management. The project consisted of three sub-projects or components, co-ordinated through a Project Co-ordination Unit. The three components were:

- Management support to the Tabin Wildlife Reserve
- Multidisciplinary conservation study of the Lower Kinabatangan Basin
- Identification of Potential Protected Areas.

On going DANCED assistance to Sabah (including relevant projects at Federal level) include the following:

DANCED/Government of Malaysia: Institutional Strengthening and Capacity Building in Economic Planning Unit

The objective of this project is to enhance the capacity of Economic Planning Unit in analysing economic development problems within the context of environmental sustainable development. It proposes an environmental planning subsection be set up within Economic Planning Unit to support and co-ordinate the on-going activities currently carried out by the various agencies in the country. This Project should pay attention to the activities particularly those that could bring about a paradigm shift in management of the environment (e.g. changes in institutional setting) and the application of sustainable development tools such as economic instruments and sustainable development indicators.

DANCED/Government of Malaysia: Capacity Building For the Department of Environment (DOE) Malaysia.

The objective of the project is to increase the capacity of the Department of Environment in environmental management at headquarters and state offices. It will help DOE to establish human resources development skills, strategy and procedures. Training courses will be conducted in Malaysia and Denmark that will focus in the development of Environmental Management Systems such as manuals, quality assurance systems and guidelines for particular activities.

Priority of activities will be given to hazardous waste management and because of the acute need as a whole. Awareness-raising strategies and activities will be developed that will involve other authorities, industries and the public so that environmental management becomes a broad responsibility of society as a whole. Sustainability will be assured through the planned Human Resource Development action plan in DOE and through a planned environmental training institute.

DANCED/Economic Planning Unit/Governments of Penang, Sarawak and Sabah - Integrated Coastal Zone Management Project

The project is designed to prepare a complete Integrated Coastal Zone Management system in the States of Penang, Sarawak and Sabah, including an updated coastal zone profile. In the three States, the project will strengthen the capacity for a proactive development management of the coastal zone, with a view of securing long term ecological and economic sustainability for production and development. The project will contribute to the enhancement of the capacities of decision-makers, administrators and technical staff at the State/local levels as well as their ability to develop, maintain, implement and enforce holistic guidelines and regulations incorporated in the approved Coastal Zone Management Plans in the three States. The project had been training some of the state government staff including the Environmental Development Division staff on GIS and Integrated Coastal Zone Management skills. Currently the project is also developing a 'data dictionary' which will maintain the information on the type of data and the relevant data owner pertaining information needed for the management of coastal zone in Sabah.

DANCED/University Malaysia Sabah - Collaboration on Biodiversity Between University of Malaysia Sabah and Danish Universities

Recognising the needs for human resource building, not the least on sustainable land-use, large investment are being made by the Federal and State Governments to develop University Malaysia Sabah, and establish a Centre of Excellence on studies of biodiversity and development based on local environmental resources. An urgent need for scientific studies and results to support the design of management plans for managing natural resources has been recognised. This will be done by studying a range of forest habitats in the Tabin Wildlife Reserve and in coastal habitats along the coastline of Leah Data and adjacent districts of Northern Darvel Bay. Where possible, impacts in the coastal zone from inland human activities will also be assessed. The project will support curriculum development at Universiti of Malaysia Sains to improve the quality of post graduate teaching and research, to provide research students and staff with better knowledge and experience of tropical biodiversity and habitat management issues. It will, in return also, facilitate collaboration between Universiti of Malaysia Sains and Danish Universities and promote capacity building in Denmark.

DANCED/Government of Malaysia: – Sustainable Urban Development – Sabah, Malaysia

The project aims at initiating sustainable clean and healthy towns and urban centres in Sabah, with Kota Kinabalu as the pilot urban area. The overall means applied in the project are:

- improved waste management at Kota Kinabalu municipal level, comprising the total municipal area
- improved environmental land use planning for urban areas at State level
- improved environmental land use management at Kota Kinabalu municipal level
- increased natural resources and urban ecosystems in Kota Kinabalu , in particular in the town centre from the hills to the waterfront
- increased public and political awareness in environmental protection of towns and urban areas.

DANCED/Government of Sabah - Management of Maliau Basin Conservation Area

The project aims to establish a functional management structure and provide a management plan for the Maliau Basin (presently threatened by coal extraction developments).

Planned assistance to Sabah by DANCED includes:

DANCED/Government of Sabah - Integrated Catchment Management Plan for Sungei Padas

The project aims to delineate and prepare a series of river basin resources and management plans.__

DANCED/Government of Malaysia - Capacity Building of the Wildlife Department

The project aims to strengthen the capacity within the Wildlife Department, Ministry of Tourism Development, Environment, Science and Technology.__

2.4 Institutional set-up and stakeholder identification

Introduction

The institutional set-up in Malaysia is broadly as follows; the government administration operates at 3 levels: Federal, State and Local Governments. The Federal Government has jurisdiction over the economy, communication, security and education matters (Federal List), to name a few. The State Government has control over land, resources, state works and water (State List). Matters such as town and country planning, public health, irrigation and drainage, culture, sports, etc. which are of concern to both the Federal and the State Governments are found in the Concurrent

List of the Federal Constitution, giving the Federal and State Governments simultaneous jurisdiction over these issues. The environmental sector is especially characterised by a plethora of institutions.

Overall legal framework

The Environmental Quality Act 1974 and its Amendments in 1985 and 1996 is the main legislative instrument for environmental management in Malaysia. It is supported by 20 regulations and orders covering specific subjects which have been gazetted from 1977 to 1995. The Environmental Quality Act and its regulations are federal legislation but they are not the only ones gazetted with respect to the environment. Prior to the Environmental Quality Act and subsequent to it, many federal and state laws have been gazetted to protect certain aspects of the environment e.g. water resources, minerals, buildings, forests, health, etc.

a) Federal institutions

Department of Environment (DOE)

The DOE, under the Ministry of Science, Technology and the Environment is a federal agency with 14 offices in the states. It has a total staff of 503. The Department is made up of 5 divisions: Development; Assessment; Pollution Control; Information System; and Administration.

Although its main responsibility lies in the enforcement of the Environmental Quality Act and the associated regulations DOE also has responsibilities in the area of planning, new programme formulation, education and awareness, international affairs, information and advisory services. The DOE has jurisdiction over gaseous emissions and effluents from some 20,000 industries; sewage discharge from thousands of ponds, septic tanks and treatment plants; gaseous emissions from mobile sources and impacts from major developmental projects. The DOE is not the only department, agency or authority that has responsibility to protect the environment. For example, solid waste collection and disposal services comes under jurisdiction of the Local Authorities while DOE has control over only open burning at the dump sites. However, the impact of solid waste disposal on the environment in terms of public health is of concern to both the DOE (Federal) and State Governments.

Federal DOE Offices in the states

The state offices of the Federal DOE devote the majority of their resources to the enforcement of the Environmental Quality Act and its regulations, advisory services to the industries, monitoring, awareness raising and the dissemination of environmental information. The staff strength in each state is normally small compared with the responsibilities given to them.

The state DOE of Sabah had a total of 19 posts in 1997 comprising 2 Division 'A', 12 Division 'B', and 7 Technician positions. The State DOE is also involved in addressing the environmental problems in the state to create awareness among state agencies about the Environmental Quality Act 1974 and the importance of environmental management and to co-ordinate the environmental management activities between the Federal DOE and State Agencies. In this connection, the state DOE input is also provided through its involvement in the EAC.

Economic Planning Unit

The Federal Economic Planning Unit is responsible for the formulation of all short and long term policies and strategies for economic development and development planning. Although there is no single agency responsible for the overall co-ordination of environmental planning and its integration with the national planning process, the Regional Economics Section within the Economic Planning Unit has assumed this task.

b) State institutions

Ministry of Tourism Development, Environment, Science and Technology, Sabah (MTDEST)

The main objectives of the Ministry are:

- to promote and improve the tourism industry (related to ecotourism)
- to protect and improve Sabah Parks and other potential tourism areas, natural landscapes and their environment for the benefit of present and future generations
- to protect the natural environment through proper land use and industrial development in order to prevent pollution and adverse impacts on humans, flora and fauna
- to protect, conserve and manage fauna in Sabah by conservation of representative examples of their natural habitats and where possible, to develop the economic potential of wildlife through tourism, and
- to manage and conserve the State's cultural heritage.

An organisation chart of MTDEST, 1998, is attached at Annex 1.

Wildlife Department of MTDEST

The Department was established in 1988 as an upgrading of the Wildlife Section of Sabah Forestry Department. Among its objectives are:

- to protect the fauna of Sabah and to maintain species in natural habitat
- to identify suitable areas for wildlife reserves and to manage wildlife resources in order to upgrade the state's socio-economy
- to conduct research on wildlife in order to gain data important for wildlife management, and

- to outline regulations and policies in order to handle wildlife administration, management and enforcement.

Currently the Wildlife Department is enforcing the Wildlife Enactment.

Sabah Parks (Trustee Board in MTDEST)

Sabah Parks is a statutory body with functions to control, manage and maintain Parks legislated under the Parks Enactment, 1984. Sabah Parks is governed by a Board of Trustees. It is also to protect water catchments and areas for scientific research. The agency enforces the Sabah Park Enactment, 1984.

Environmental Conservation Department (ECD)

The Environmental Development Division was established under the then Ministry of Manpower and Environment in 1976 and retained under the established the Ministry of Tourism and Environment in 1987. There were two sections under the Environmental Development Division, namely the Planning and Development Section and Research and Education Section. The objective of Environmental Development Division was to ensure that developmental projects took into account the concept of stable balance between development and protection of environment and to create a society that is caring and sensitive towards the conservation of environment. Among its functions were:

- to undertake studies on the housing development projects so as to ascertain that such projects include a clean and healthy environment with recreational facilities, playgrounds, parks and good drainage systems
- to supervise industrial projects with the assistance of the DOE so that projects will not have effects detrimental to human, flora and fauna
- to study problems of environmental pollution with the assistance of the Federal Government or any government departments
- to set up committees to carry out environmental development projects such as coastal areas which are important to the environment
- to create educational programme in order to raise the public awareness on the importance of a clean environment.

Following a ministerial reorganisation, Environmental Development Division became the ECD in mid-1998. The ECD is headed by a Director supported by a Deputy Director and has a professional staff of 16 with an additional management/administrative staff of 11 persons. Some of the professional posts are still vacant. The management/administrative posts will be filled by deployment of staff from other agencies.

The organisation chart of the ECD, 1998, is showed in Annex 2. Its functional responsibilities of 1998 are outlined in Annex 3.

The work of the ECD is governed by the CEE, 1996 legislation. The Enactment contains provisions relating to the conservation of environment and for matters connected therewith and incidental thereto. The Enactment empowers the Director of State Department of Environmental Conservation to, among others:

- make orders for the conservation of natural resources in a conservation area or any other land under certain circumstances
- direct the environmental authority to undertake, construct and maintain upon any land such works or activity as may be deemed necessary for the protection, conservation and improvement of natural resources and for the protection and enhancement of the environment
- require any person undertaking activities specified therein which have an impact on environment and natural resources to submit to him a report from such expert or authority and in such forms as may be approved by him
- apportion the cost of any works constructed under Section 4 of the Enactment, to be paid or contributed by owners of lands which have benefited from such works
- notify all persons having any interest in any matter arising for his determination and to allow them to make representations thereon before he makes any determination on such matter
- summon witnesses to give evidence or to produce any document before him and to administer oaths of affirmations to them. The Enactment prescribes the an offence for any person who fails without reasonable excuse to attend in obedience to such summons
- communicate in writing the terms of any approval, decision or order made by him in terms of Sections 10,11 or 12 of the Enactment to any person who is or may be directly affected by such determination
- provide incentives by way of awards, grants or other forms of monetary rewards to owners or occupiers who carry out or complete any works in compliance with an order for conservation of natural resources in a conservation area or any other land under certain circumstances
- delegate with approval of the Minister concerned, his powers under the proposed Enactment to a local authority, statutory body, other authority, officer or person.

An Order called The Conservation of Environment (Prescribed Activities) Order, 1996 has been made under Section 5 of the Enactment, and will fundamentally affect the work of the ECD. The Order has come into force in 1999. The Order

- specifies a schedule (First Schedule) of 7 categories and 26 sub-categories of prescribed activities and requires any person undertaking any of the prescribed activities to submit a report to the Director
- specifies the form (Second Schedule) of the report to be submitted
- empowers the Director to direct any of the prescribed activities to cease forthwith if no environmental approval and the person carrying out such activities has not been given a written undertaking to allow construction

- works to be undertaken or maintained in his land for environmental protection conservation purposes
- empowers the Director, with the approval of the Minister to issue guidelines necessary concerning the preparation of the report.

The Environmental Conservation Council (and The Conservation of Environment (Amendment) Enactment, 1997)

The Conservation of Environment (Amendment) Enactment 1997 also provides for the establishment of Environmental Conservation Council (ECC) to advise the State Government on any matters referred to it by the State Government and to give such directions to the Director as appear necessary in carrying out the provisions of the Enactment. The composition of the ECC is as follows:

- a Chairman, who shall be the Minister
- the Permanent Secretary of the Ministry of Tourism Development, Environmental, Science and Technology or her authorised representative
- the Secretary of Natural Resources or his authorised representative
- the Director of Lands and Surveys or his representative
- the Permanent Secretary of the Ministry of Agriculture and Fisheries or his authorised representative
- the Permanent Secretary of the Ministry of Local Government and Housing or his authorised representative
- the Secretary-General of the Federal Ministry of Science, Technology and Environment or his authorised representative
- the Director of the Federal Department of Environment (Sabah Region) or his authorised representative, and
- 5 other members to be appointed by the Minister.

The Director shall be the Secretary of the Council who shall be entitled to all meetings of the Council but has no right to vote at such meetings.

The Amendment to the Enactment requires the Director to consult the ECC before making an order under Sections 3(1) and 5 (1) of the Enactment and before directing the Environmental Authority under Section 4 of the Enactment.

Natural Resources Office

The Natural Resource Office comes under the Chief Minister's Department and forms the link between State Cabinet and the main agencies concerned with natural resources. It is essentially a central co-ordinating office, relying on other agencies, which are responsible for specific resources to supply information and recommendations to the State Cabinet for policy decisions and directives regarding natural resources management. Among its functions are:

- to formulate and develop policies on land, forestry and mining

- inform the Chief Minister on all proposal/activities relating to revenue from natural resources, management and sales of natural resources
- to consider applications relating to land from the federal government
- to process gazette notifications on land acquisition, reservation of state land and preservation of reserved land for agricultural purposes
- to process mineral prospecting and stone quarries
- to process land reservation for public use and housing.

The Natural Resource Office will be able to refer the applications relating to land to the new ECD for comments/input in accordance with the requirements of the Enactment and be involved with ECD staff in the development of environmental guidelines.

State Economic Planning Unit (formerly known as Sabah Department of Development)

The State Economic Planning Unit comes under the Chief Minister's Department and plays a key role in co-ordinating the implementation of government development plans. The following are included in its objectives and functions:

- to make suggestions on the use of the state's resources for incorporation into the 5 year planning development programme and thus supervise the implementation of the Malaysia Plans
- to study and summarise the state's economic development aims and policies and the planning, budgeting, programming and development of projects
- to recommend changes to approved plans in line with changes in the state, national and international economic situation.

(In particular it should be noted that the State Economic Planning Unit can play an important role to facilitate and co-ordinate the formulation of the environmental conservation strategy and programme for the 8th Malaysia Plan).

Land and Survey Department

The Land and Survey Department also comes under the Chief Minister's Department; its functions include:

- alienation of state land for all kinds of purpose in accordance with the Land Ordinance 1930 and land acquisition under the Land Acquisition Ordinance 1950,
- land registration, enforcement and valuation,
- land development planning,
- custodians of plans, maps and document pertaining to lands and surveys,
- management land and surveys databank,
- record and provide information concerning land and natural resources for planning purposes, and
- processing and issuance of prospecting permit, licence and mining lease under the Mining Ordinance 1960.

The Land and Survey Department will be able to refer the applications relating to land acquisition, land development, mining and prospecting to ECD for comments/input in accordance with the requirements of the Enactment and be involved with staff of the ECD in the development of environmental guidelines.

Regional Town and Country Planning Department

This department was established in 1980 under the Ministry of Housing and Local Government. The main objective of the Regional Town and Country Planning Department is to ensure and oversee the orderly and progressive development of land, towns and other areas whether urban or rural, and to preserve and improve the amenities. To achieve the objectives the following functions are carried out:

- Preparing planning schemes, new township plans, local or zoning plans and to give advise to Local Government on development and implementation of development schemes, and landscaping
- Providing advice to the State Government, Local Authorities, Federal Government Departments and Development Committees on town and country planning, implementation of new township, building plans, town beautification etc.

Regional Town and Country Planning Department has planning jurisdiction covering the whole Sabah including its territorial waters and the general proviso regarding the carrying out of the planning functions in Sabah is established in the Town and Country Planning Ordinance.

Ministry of Housing and Local Government

The ministry administers the activities of individual local authorities; rural administration, native affairs and native chiefs' conference; town and regional planning; housing and squatters. The ministry operates to ensure the smooth operation of Regional Town and Country Planning Department and Local Authorities. Among its functions are:

- Ensuring the implementation and co-ordination of by-laws by local authorities
- Assisting and monitoring Local Authorities in implementing socio-economic development and infrastructure projects
- Monitoring the beautification of towns, open spaces and areas under local authorities
- Ensuring town and regional planning is carried out with systematic and organised land use.

Sabah Forestry Department

The Sabah Forest Department comes under the Chief Minister's Department and is involved in all aspects of the forests and forestry in Sabah. The scope and function of

the Sabah Forest Department is implicitly mentioned in the Forest Enactment. The objectives of the Sabah Forest Department include:

- To provide sufficient areas of land strategically located throughout the state as Permanent Forest Reserve in order to ensure,
 - a) sound climatic and physical conditions of the country, the safeguarding of water supplies, soil fertility and environmental quality and the minimisation of damage by flood and erosion to rivers and agricultural land, being known as Protective Forest, and
 - b) the conservation of adequate forest areas for recreation, education, research and the protection of the State's unique flora and fauna, such forest lands to be known as Amenity Forests
- To manage the Permanent Forest Reserves with the objective of maximising social, economic and environmental benefits for the State and its people in accordance with the principle of sound forest management, and
- To foster, by education and publicity, a better understanding among the community of the multiple value of the forests to them and their descendants.

The State Forestry Department can contribute much to the implementation of the CEE, 1996 due to their long-term experience on conservation of forest areas. Their staff can also benefit from the capacity building project as they can be trained in the protection of conservation areas through enforcement and monitoring activities.

Ministry of Agriculture and Fisheries

There are various departments of the Ministry which are of direct relevance to the work of the ECD and which will be stakeholders in the project through their participation in the development of particular activity-based guidelines and/or in training in EIA techniques, monitoring and enforcement etc. These include

Department of Irrigation and Drainage (catchment management, water hydraulics, quarrying, hill cutting, coastal zone engineering etc) - and enforcement of the Water Resources Enactment currently waiting assent; limited EIA capacity at present

Department of Agriculture: (agronomy, land use, soils science etc; particular concerns include slope developments and developments involving wetlands, and also use of pesticides on agriculture and monocropped oil palm; very little EIA capacity)

Department of Fisheries: (inland and marine capture and culture fisheries; increasing concern over intensity of aquaculture and impacts of feed/fertilisers on water sources and agriculture; very limited EIA skills)

Veterinary Department: (all aspects of livestock development and health; increasing impacts of pig and poultry farming; very limited EIA skills).

c) Non-governmental agencies

There are a number of NGO's active in Sabah. Most of these are not typical 'grassroots' organisations, but all may have a role in any or all of

- guidelines development
- training, and
- public awareness raising.

Possible NGOs to be involved include World Wildlife Fund (Malaysia), Malaysian Nature Society - Sabah Branch, Sabah Environmental Protection Association (an umbrella organisation comprised of NGOs, individuals and corporate members), the Sabah Society, and the Sabah Nature Club (44,000 members, mainly school children). PACOS (a rural development-oriented NGO) may be another possibility.

3. Analysis of Project Scenarios

3.1 Problem analysis

The State of Sabah's development has traditionally been (and will continue to be for the foreseeable future), dependant on the use of its natural resources. Industrial development in Sabah has been closely connected to the exploitation of these natural resources, and primary products continue to be Sabah's major export revenue as well as employment provider. The continued exploitation of these resources has led to the emergence of environmental problems in Sabah that now warrant urgent attention.

For example,

Forestry

There is a great concern on the current forest and bush fire. Apart from prolonged drought being a contributory factor, uncontrolled open burning by agricultural and forestry practices had led to the destruction of much forest area. Lately due to the severity of the prolonged drought conditions, resulting from the El Nino effect, large tracks of peat forest areas have been affected by forest fires, which are very difficult to put out. In some incidents, even primary forest areas become affected. Up till May 1998, of a total of 139,650 acres (about 60,000 ha) of forest were still burning in Sabah.

Apart from forest being destroyed by fire, forested areas in alienated lands and state lands have depleted over the years as a result of conversion of forest areas into agriculture development for cash crop (and typically monocultural) plantations (especially oil palm). At the same time forest reserves have been degraded due to uncontrolled and wasteful logging methods.

Land use

Land use activities are currently undertaken in an uncoordinated fashion by different development agencies and local authorities. There is no proper inventory or database to show the cumulative effect of this land exploitation on the natural resources of Sabah. As such, approval for the conversion of the land status and its development are done on a piecemeal basis. Some lands are developed for quarry, livestock farming and other uses without any approval. Apart from the Land Ordinance, there are no other laws to control the land use of these activities effectively.

Haze and air pollution

Open burning activities by the planters, business and industry as well as urban dwellers has led to the aggravation and recurrence of recent haze problem. It has led to health as well as economic problems and the tourism industry has been affected severely in both east and west Malaysia. This combined with pollution from industrial activities has meant that air pollution indexes in major cities and towns have reached

levels almost unsurpassed anywhere in the world. (Currently there is still no state-level mechanism to control activities of open burning that aggravate this problem).

Water Resources

The greatest pollution in most rivers in Sabah is high suspended solids where development has taken place. Forest logging, permanent agriculture, shifting agriculture, estates and plantation, urbanisation, quarries and mines, garbage dumps and tourism activities are some of the land uses that have led to increased erosion and sediment transport, and so had adverse impacts on the hydrology of natural areas and the water quality in the aquatic environment. Further, quarries and mines also generated heavy metal pollution and pH problems in water. In addition, biocides (especially insecticides and herbicides) are used in certain agricultural industries. Heavy metals and biocides residues are toxicants. These and other main pollutants like organic load and bacterial loads have polluted both surface and groundwater.

Overall, even though there are various authorities involved in the management, and protection of the environment through the formulation of various guidelines and legislation, there are still many aspects of the environment that are not adequately covered by existing legislation (such as the Environmental Quality Act 1974 and its regulations). Among these particular problems are;

- the environmental problems from the activities of poultry and livestock (e.g. pig farming)
- the environmental problems from the activities of sand dredging in the sea and the sand extraction in the rivers
- the conservation and protection of the river source, river tributaries and river banks
- the development of sensitive areas that has potential to create serious environmental problems
- the development of hill slopes (for agriculture, housing, resorts)
- the environmental problems from the activities of forest logging and burning which have destroyed vegetation in the conservation areas (including wildlife protection areas)
- the environmental problems from activities (like farming and industry) that pollute the wetlands.

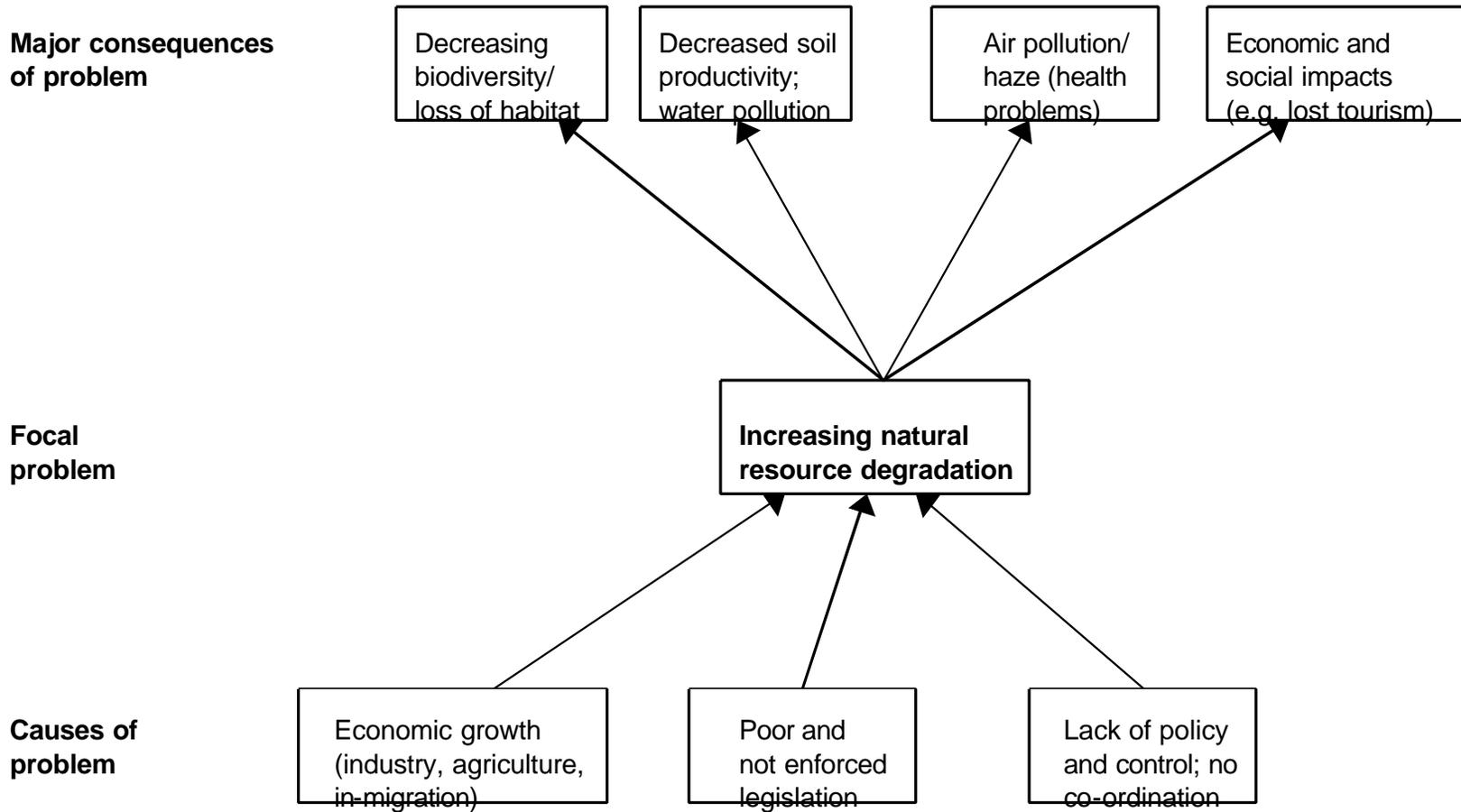
Two factors in particular have led to increasing the overall environmental degradation in Sabah. These are

- there is no concerted and co-ordinated effort to control exploitation (most of the current exploitation of natural resources has been done in a piecemeal and *ad hoc* manner); and
- there are no effective, concerted conservation policies and programmes to regenerate the natural resources productivity.

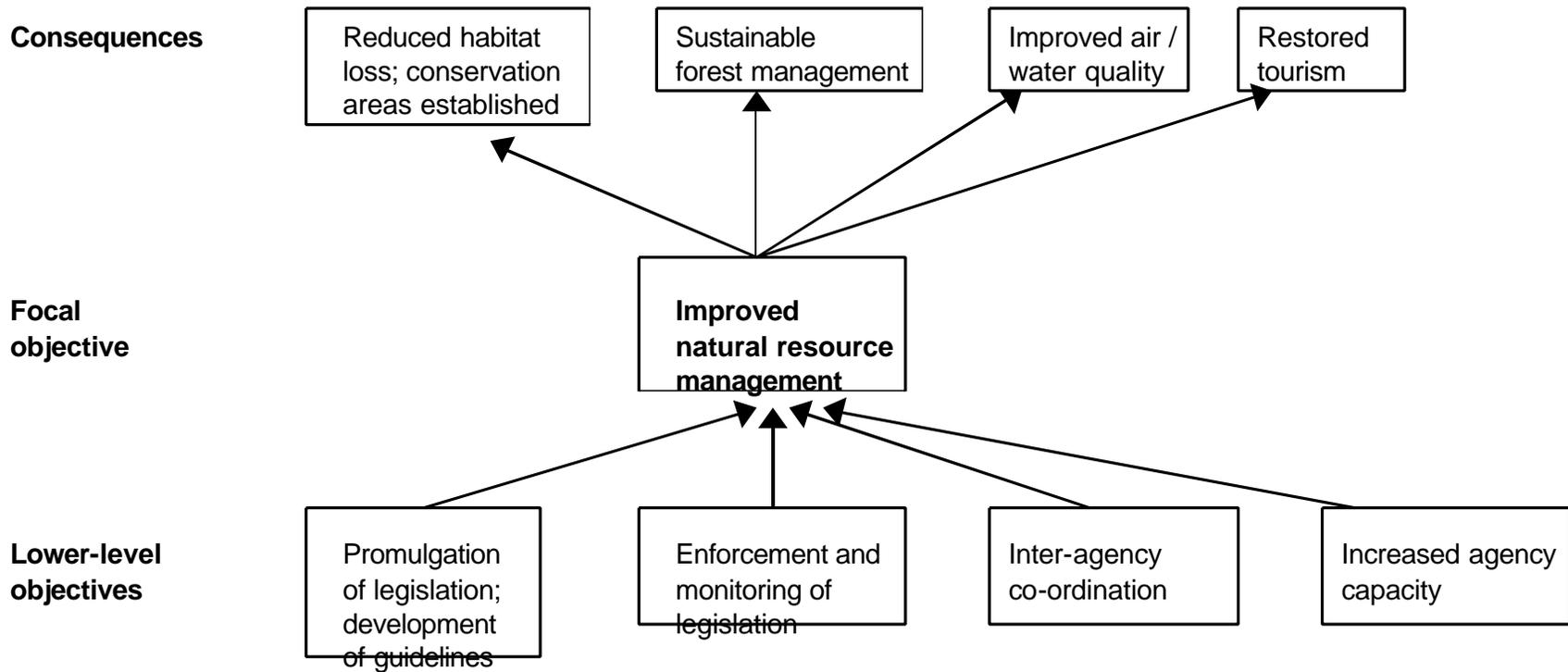
These factors have facilitated the depletion of the natural resources and affected the ability of these natural resources to continue to provide economic resource value; they have specifically contributed to adverse effects on the human health, notably as exemplified by the forest fires and haze problems.

In problem tree terms, the situation in Sabah could be categorised as follows, overleaf:

PROJECT PROBLEM TREE:



PROJECT OBJECTIVE TREE:



In the context of these objectives, it is the passage of recent legislation (i.e. the CEE, 1996 and its amendment) which offers opportunity to improve natural resource management in Sabah which makes the project possible and essential.

3.2 Analysis of objectives

The objective of the project is to address the focal problem of environmental degradation in Sabah. There is little that DANCED can assist ECD/MTDEST to do about major economic trends in Sabah in agricultural and industrial growth, but the project can address some of the fundamental causes of environmental degradation by improving the implementation and administration of appropriate legislation and by strengthening co-ordination among Government of Sabah and Federal agencies. The immediate objective of the project will thus be directly related to improving environmental management in Sabah.

This objective will have consequences in the physical environment, and in turn will depend upon certain other objectives being achieved. In objective tree terms, the situation may be as shown in the chart on the preceding page.

3.3 Selection between project alternatives

The legislation of The Conservation of Environment Enactment, 1996 (CEE, 1996) was based on the desire of the State to address environmental conservation issues pertaining to land, forest and water use. The legislation (which has been described in Section 2) specifically empowers the Director of the Environmental Conservation Department with responsibilities and functions to implement the legislation; for this reason the project must have as its central task the implementation and administration of the legislation within the institutional context provided by MTDEST and ECD.

No other project location approach would so specifically address this project's central concerns.

3.4 Stakeholder analysis

ECD

Because ECD is primarily responsible for the administration and implementation of the legislation, is it appropriate that it should be the project holder (i.e. the implementing agency), and that MTDEST should be the executing agency.

In the enforcement of the Conservation of Environment (Prescribed Activities) Order 1996, procedures/guidelines to clarify the process of Report preparation, submission and approval including monitoring of compliance to undertakings by project proponents will need to be formulated and implemented. Specific guidelines for preparing the Report for certain categories or sub-categories of prescribed activities are to be

formulated. The Director of ECD is empowered by the Enactment to, after consulting the Environmental Conservation Council, direct an 'Environmental Authority' (i.e. anyone so defined by ECD) to carry out measures for environmental protection.

The immediate opportunity of ECD and the project is to carry out the enforcement of the Conservation of Environment (Prescribed Activities) Order 1996. Other than the enforcement of this Order there are still three groups of activities requiring environmental action by the Director of ECD:

- Existing activities that are polluting the environment and damaging conservation areas need to be investigated and written order issued by the Director to owners or occupiers to undertake environmental protection measure (Section 3 of CEE, 1996)
- Application not coming under the purview of the Conservation of Environment (Prescribed Activities) Order, 1996 but referred to the Director by other government agencies for comments/environmental input
- Environmental input from the Director of ECD to the Regional Town and Country Planning Department in relation to the preparation of regional plan and development plan.

Other agencies

The CEE, 1996 warrants a lot of co-ordination among existing agencies/ authorities to respond in an integrated manner to the solution of environmental conservation issues, and the Enactment provides for the delegation of power to other environmental authorities to help to enforce such orders made by the Director. Sabah's environmental problems are complex and require solution through integrated multidisciplinary approaches. Enforcement of the new CEE, 1996 requires the support and co-operation of all environmental and development related agencies.

The successful delivery of the various outputs of this project would highly dependent on the co-operation and expertise extended by the other agencies. This can be expected because there is definitely a common goal to be achieved by all Government of Sabah parties who will be stakeholders in the present project.

The stakeholders in the project are

List of Project Stakeholders

Stakeholder / agency	Role
ECD	Implementing agency
MTDEST	Executing agency
Department of Forestry	Project participant
Department of Agriculture	Project participant
Department of Irrigation and Drainage	Project participant
Veterinary Department	Project participant
Department of Fisheries	Project participant
Department of Wildlife	Project participant
Department of Land and Surveys	Project participant
Sabah Parks	Project participant
Local Authorities (Ministry of Local Government and Housing)	Project participant
Regional Town and Country Planning Department	Project participant
Natural Resource Office	Project participant
Department of Environment	Project participant
Various NGOs (e.g. WWFM)	Project participant

Section 5 of this document outlines the possible roles of the various stakeholders.

4. Definition of Project Intervention

The following text describes the project in terms of its objectives, outputs, activities and inputs. It outlines some of the indicators, which may be used for monitoring and evaluating project implementation and impact, and the assumptions, which underlie project design. (This information is summarised in standard format at the project logical framework - at Annex 4 - and, for financial matters, in the budget at Annex 8).

4.1 Overall objective (and corresponding indicators)

The overall objective of the project (i.e. the goal at which the project aims but which it does not itself achieve) is defined as

‘Sustainable environmental management in Sabah’.

Clearly the achievement (or otherwise) of this objective can only be measured in the long term, and in a period much longer than the proposed span of the project. ‘Sustainable environmental management in Sabah’ should in principle be measurable by basic physical environmental data, such as

- Quality of water, soils and air (e.g. as measured by Biological Oxygen Demand, Air Pollution Index, extent of haze cover)
- Biodiversity in conservation areas and other areas (e.g. numbers and populations of species of flora, fauna, fish, etc)
- Quantity of land area variously under forest, monoculture plantations, urban/industrial uses etc
- Quantities of degraded areas (in hectares/square miles) per year.

This data will be collected compiled by a number of agencies and could be compiled by ECD over time to assess project impact. There will of course be problems of attribution, as environmental management in Sabah will be affected by many more factors than the proposed project alone.

4.2 Immediate objectives (and corresponding indicators)

The immediate objective of the project (i.e. what the project should be able to deliver based on its proposed design) is defined as

‘Enhanced institutional and human resource capacity of the ECD and strengthened inter-departmental co-operation and commitment in the implementation and administration of the Conservation of Environment Enactment (CEE), 1996.

The achievement or otherwise of the immediate objective will rest almost entirely on the extent to which ECD is able to implement and administer the ECC, and upon the extent of co-ordination and co-operation between the various government agencies. This ability to administer and implement the legislation will be measurable by:

- The extent to which the Environmental Policy, the Environmental Indicators, the Conservation Strategy, the Human Resource Plan, the Review of the CEE and other planning recommendations are adopted by the ECC and State Government
- Effectiveness of the Environmental Impact Assessment (EIA) system as documented through the EIA Compliance Survey
- Number of monitoring site visits, number of monitoring samples collected, number of warnings, number of fines and collection amount, number of court cases
- ECD budget and number of officers in ECD
- Number of network groups established.

Data to measure these indicators will be available, for example, from internal ECD documents, resolutions and measures passed by the Cabinet, records of training participants and network meetings.

4.3 Outputs

To achieve the immediate objective of the project, the following outputs are required to be produced:

Areas	Project Outputs
Planning	1. Sabah Environmental Indicator Report 1999 & 2002
	2. Proposal for a Sabah Environmental Policy
	3. Proposal for an overall Conservation Strategy, including inventory and environmental conservation recommendations for the 8 th Malaysia Plan
	4. A Human Resource-Plan for ECD, including an ECD 5-10 year Strategy
	5. A Review of the CEE, 1996
	6. A Research Strategy and research activities implemented
	7. An Environmental Planning Training Package implemented, incl. a study tour
EA	8. A General Handbook on EIA Policy and Procedures for Sabah
	9. Guidelines and Regulations for selected prescribed and non-prescribed activities
	10. A Manual on EIA Auditing Procedures and Techniques
	11. EIA Compliance Surveys
	12. Guidelines for environmental screening of land alienation and development

	13. An Environmental Assessment (EA) Training Package implemented
M&E	14. A Monitoring & Enforcement (M&E) Strategy and focused M&E activities implemented
	15. A Monitoring & Enforcement manual
	16. A M&E Training Package implemented
C&A	17. A Communication & Awareness (C&A) Strategy and focused C&A activities implemented
	18. Dissemination of Project Lessons Learned
	19. A C&A Training Package implemented
EIS	20. Establishment of a Management Information System (MIS)
	21. Establishment of a Departmental home-page
	22. Establishment of GIS
	23. An Environmental Information System (EIS) Training Package implemented
Admin.	24. An ISO 9000 certification
	25. An ECD environmental information resource centre
	26. An Administration Training Package implemented

4.4. Main activities

The main activities of the project which need to be undertaken to produce the outputs listed above are linked to the six areas of responsibility for the ECD and are as follows.

Area 1: The Planning Section

Activity 1.1 Prepare the Environmental Indicators 1999 and 2002. This will include (i) Draft of proposed environmental parameters, (ii) Data availability workshop. (iii) Workshops to identify and develop data collation and standardisation procedures for ECD and participating stakeholders. (iv) Production, publication and dissemination of the report. (v) Repetition of the report in 2002

Activity 1.2 Prepare a proposal for the Sabah Environmental Policy with reference to the National Biodiversity Policy and other National Environment policies. This will include (i) initial definition of the Natural Resource base of Sabah and a description of environmental problems. (iii) Prepare a Draft Sabah Environmental Policy. (v) Discussions with relevant stakeholders. (iv) Finalisation

Activity 1.3 Propose an overall Conservation Strategy, including preparing an inventory of conservation areas and making environmental conservation recommendations for the 8th Malaysia Plan. This will include (i) establishment of a reference inventory of existing and proposed conservation areas. (ii) Review the existing conservation strategy of Sabah and identify areas of importance that have not been addressed viz a viz what has been achieved. (iii) Make a proposal for a strategy for Conservation Areas for Sabah. (iv) Identify and prioritise environmental conservation projects for recommendation for the 8th Malaysia Plan

Activity 1.4 Formulate a Human Resource-Plan for ECD, including a proposal for an ECD 5-10 year strategy. This will include (i) a comparative study of functions and visions of other countries Environmental Departments. (ii) Status of the Human resource of ECD in relation to the mandate given under the CEE, 1996. (iii) Review of existing Human Resource of MTDEST and other environmental related agencies. (iv) A proposal on Human Resource needs for ECD under the 8th Malaysian Plan

Activity 1.5 Review the CEE, 1996. Following the implementation of the CEE, (i) review the enactment and its rules and regulations with particular attention being paid to section 3 and section 22. (ii) Make recommendations for amendments to CEE, 1996. (iii) Review existing and planned enforcement mechanisms and incentive schemes. (iv) Make recommendations for new enforcement mechanisms and incentive schemes that improves the implementation of the CEE

Activity 1.6 Prepare a Research Strategy and implement research activities. This will include (i) formulation of a departmental research strategy, (ii) support research within different prioritised research areas, e.g. bio-indicators for water quality, correlation between protected areas and traditional water supply systems and examinations of post-environmental impact assessment audits

Activity 1.7 Implement an Environmental Planning Training Package on e.g. Environmental Management, Policy formulation, legislation, general planning and management, conflict resolution, organisational development, etc. The target group for the training activities will primarily be staff of the ECD, but will also include other relevant stakeholders. The package will include attachment programmes for ECD staff and an interdepartmental international study tour with participants from e.g. ECD, Forest Department, Natural Resource Office, Department of Irrigation and Drainage, Department of Fisheries, Department of Agriculture, Veterinary Department, Regional Town and Country Planning Department, Land and Survey Department, Wildlife Department, MTDEST, MLGH, Civil Service Department, Ministry of Finance, the Project Director and the CTA.

Area 2: The EA Section

Activity 2.1 Prepare a General Handbook for EIA Policy and Procedures. This will include (i) draft preparation. (ii) Consultation with relevant resource persons. (iii) Finalisation and dissemination, including information programmes on ECD procedures, requirements, report preparation and standards expected for relevant stakeholders, e.g. registered EIA companies. (iv) Up-date the Handbook after 1-2 year of implementation

Activity 2.2 Select and produce Guidelines and Regulations for selected prescribed and non-prescribed activities. Guidelines and Regulations will be prioritised on pertinence and whether or not DOE and Sarawak Natural Resource and Environmental Board have already produced guidelines. Preparation on the following guidelines are initially planned for the first project year: (i) river sand and stone extraction (ii) hill cutting and construction of buildings for commercial or industrial purposes on hills with slopes having gradient of 20 degrees or more, (iii) Forestry, (iv) Agriculture, (v) Livestock farming, (vi) Quarrying. Additional guidelines will be identified and described in the following Progress Reports

Activity 2.3 Prepare a Manual for EIA auditing procedures and techniques. The Manual will include e.g. checklists for auditing, compliance working procedures,

methods for addressing cumulative impacts. This will include (i) draft preparation. (ii) Consultation with relevant resource persons. (iii) Finalisation and dissemination
Activity 2.4 Undertake a compliance survey of the EIA system. The compliance analysis will be undertaken after 1-2 years of implementation of the EIA system in order to assess relevance and the need for adjustments

Activity 2.5 Develop a guideline for environmental screening of land alienation and development. This will include (i) review existing procedures, (ii) selection of pilot districts, e.g. Tuaran, Penampang and Kota Kinabalu. (iii) Establish a working group with local authorities and district offices to develop and clarify procedures for land applications and development plans. (iv) Testing the guidelines, (v) Develop an environmental checklist for land use zoning

Activity 2.6 Develop and implement an EA Training package on EIA assessment and auditing. The target group for the training activities will primarily be ECD staff and core members of the EIA Network Group, but might also include other relevant stakeholders. The Package will include attachment programmes for ECD staff

Area 3: The M&E Section

Activity 3.1 Prepare a M&E strategy that outlines the areas and methods at which enforcement will focus. The following activities are envisaged (i) a number of inspirational presentations, (ii) draft strategy paper by ECD M&E officers and consultants, (iii) discussion of draft strategy paper with relevant stakeholders, (iv) finalisation of M&E Strategy Paper

Activity 3.2 Implement focused (hot spot) M&E activities. This could include (i) selection of one or more environmental topics or hot spots, (ii) planning of integrated inter-departmental M&E activities for the selected hot spots, (iii) implementation

Activity 3.3 Prepare a M&E Manual that includes step by step procedures for e.g. inspection, investigation, environmental monitoring, sampling, legislation, prosecution. This will include e.g. (i) a draft manual by ECD M&E officers and consultants, (ii) discussion of draft manual with relevant stakeholders, (iii) during a one year period gathering of experience, methods, ideas, (iv) finalisation of M&E Manual

Activity 3.4 Develop and implement a M&E Training package on e.g. judicial procedures and legal strategies, representative sampling and monitoring programmes, monitoring, compliance and enforcement procedures. The target group for the training activities will primarily be ECD staff and core members of the M&E Network Group, but might also include other relevant stakeholders. The Package will include attachment programmes for ECD staff

Area 4: The C&A Section

Activity 4.1 Develop an ECD C&A strategy. This will include (i) Draft strategy. (ii) Consultation with relevant stakeholders. (iii) Finalisation

Activity 4.2 Implement focused C&A activities. These C&A activities will be linked to development activities of the Planning, EA, M&E and EIS sections, e.g. (i) the development and dissemination of the Environmental Indicators Reports. (ii) The development and dissemination of EIA Handbook and Guidelines and EIA information C&A activities, (iii) Focused M&E C&A activities. (iv) Launching of the ECD homepage

Activity 4.3 Implement general Environmental Conservation C&A activities. This will include e.g. (i) road shows, (ii) proactive newspaper coverage, etc. Furthermore it will include development of relevant C&A material (i) Short presentation videos. (ii) Pamphlets. (iii) Exhibition materials. (iv) General format and layout of ECD materials. (v) Briefing Kit

Activity 4.4 Plan and implement project end dissemination activities. Project end dissemination activities will be planned to summarise lessons learnt and discuss the future perspectives of Environmental Conservation in Sabah and of the ECD

Activity 4.5 Develop and implement a C&A Training package on e.g. C&A strategies, facilitation, team building, motivation, communication, presentation techniques, networking, and media coverage. The target group for the training activities will primarily be ECD staff and core members of the C&A Network Group, but might also include other relevant stakeholders. The Package will include attachment programmes for ECD staff

Area 5: The EIS Section

Activity 5.1 Design, construct and implement MIS. This will include (i) Definition of database needs for each area. (ii) Establishment of a data dictionary, relations between databases, forms of entry, reporting. (iii) Implementation

Activity 5.2 Design, construct and implement a homepage. This will include (i) Review needs and approach. (ii) Implementation

Activity 5.3 Design, construct and implement GIS. This will include (i) Procure and install equipment. (ii) Establish spatial databases to be used for e.g. monitoring of cumulative impacts via geographic location of planned development, complaints and for supporting the environmental indicator reporting. (iii) Develop when needed appropriate thematic layers

Activity 5.4 Implement EIS training. Training will be customised to both general and specialist requirements, and will e.g. contain (i) specialised training, (ii) introduction training, (iii) homepage training, (iv) Access/excel training, (v) GIS/remote sensing training.

Area 6: The Administration Section.

Activity 6.1 Develop MS ISO 9000 documents. This will include (i) establish a working group. (ii) Support documentation

Activity 6.2 Design and develop a resource centre for the new ECD office. This will include (i) Assign and train a clerical staff. (ii) Design of library classification system. (iii) Identification of relevant journals/reports and key publications for the centre. (iv) Establishment

Activity 6.3 Implement an Organisational Development Training Package. The Training package will e.g. include (i) departmental induction programmes, (ii) computer training, (iii) accounting/financial management, (iv) ad hoc training possibilities, (v) link when possible support staff and duties to project groups.

4.5 Inputs

The budget at Annex 8 contains details of inputs by source, amount and budget line. In brief, the following inputs will be required to produce the expected outputs.

Inputs from ECD

1. Staff to be available on a part-time basis for the entire duration of the project:

- Project Director (Senior Environmental Officer) who will work with CTA and the Environmental Management Advisor
- Secretarial assistance.

2. Staff to be available on a part-time basis for the duration of particular activities:

- 2 Environmental Officer for the preparation of the Planning Outputs
- 2 Environmental Officers for the preparation of the EA Outputs
- 2 Environmental Officers for the preparation of the M&E Outputs
- 2 Environmental Officers for the preparation of the C&A Outputs
- 1 Environmental Officers for the preparation of the EIS Outputs
- 1 Environmental Officers for the preparation of the Administration Outputs
- The Director of ECD is expected to assist in the preparation of selected Outputs.

3. Other inputs include:

- Office accommodation for visiting consultants and long-term TA (CTA/Environmental Management Advisor)
- Office and computer equipment, telephone, fax, photocopy, stationary
- Training rooms and facilities
- Per diem/subsistence costs for staff to attend seminars and training courses.

Inputs from other stakeholders (State government agencies and Federal DOE)

1. Staff to be available for training
2. Costs for staff to attend seminar and training courses (per diem/transport)
3. Participation in feedback seminars and discussion
4. Trainers to be made available where expertise exists.

Inputs from DANCED

1. Technical input

- 1 long-term foreign Chief Technical Advisor (36 m/m)
- 1 long-term foreign Environmental Management Advisor (18 m/m)
- Short-term foreign consultants (9 man/months)
- Short-term local consultants (21 man/months).

2. Operation costs

- Funds for overseas training/attachments
- Cost for international transport, telephone calls and communications
- Funds for the computer facilities for the project, including the necessary hardware and software for the database and remote sensing training output
- Cost for local training and attachment programmes
- Two project vehicles (taken over from Sabah Biodiversity Conservation project).

4.6 Assumptions, risks and preconditions

It is assumed in the project design that sufficient government of Sabah budget and staff is provided for ECD and the related government agencies and institutions. It is assumed that the Government of Sabah will provide a Project Director and other counterparts with relevant qualifications. It is assumed that appropriate arrangements will be made by ECD to ensure that staff are involved in both the capacity building project as well as continuing their respective technical responsibilities in the

department during the project period, including supporting the logistical arrangements that will need to be made during the attachment and on-the-job training periods.

It is important that all staff of ECD fully understands and appreciates the objectives and implication of the project. For this, it is assumed and expected that MTDEST would have carried out an awareness-raising activity among ECD staff prior to project commencement.

Project design also assumes that all training seminar materials, reports and other materials produced or procured during the project will be available to all ECD staff without any restriction.

There are few risks to the project, especially as such a high degree of local support exists both within ECD and from other agencies. However, it should be recognised that trained ECD staff might leave the department after the completion of the project, which would of course weaken ECD's ability to implement the CEE, 1996. Similarly, there may be some reluctance by other agencies to release their personnel for training due to staff shortage and due to lack of understanding of how the project is going to benefit them. (This can be overcome through better communication and dissemination of information on project activities).

There may be a greater risk to the project if ECD is not brought up to strength relatively quickly. At present, it has technical/professional level vacancies. ECD need to identify suitable candidates for the empty positions and obtain the necessary approval to employ staff. There is a risk that desired future increase in positions might be blocked or delayed, as these require approval by both Ministry of Finance and the Civil Service Department, and so the outcome of the human resource development plan would be frustrated. ECD should mitigate this risk by informing Civil Service Department and Ministry of Finance of its future staffing needs as soon as possible; again, discussions during appraisal suggest that ECD will receive favourable treatment in this regard.

The preconditions for project implementation

- the definition of 'prescribed activities' is approved by the State Attorney-General and submitted to ECC and Cabinet for approval, and that such approval (including any necessary clearance at the Federal level) is obtained, and
- the compounding rules specifying fines, penalties etc for different offences against the legislation under Section 22 are agreed by the State Attorney General and agreed by the ECC and Cabinet,

were met before project initiation September 1999.

5. Project Analysis and Process Control

This section considers the project in terms of its external relevance (i.e. the extent to which it meets national government and DANCED objectives) and internal consistency (especially as regards its institutional composition).

5.1 Compatibility with DANCED policy and Country Programme

This capacity-building project for the Environmental Conservation Department of MTDEST provides a very good opportunity for DANCED to conduct a comprehensive, integrated technical and management assistance effort to enhance the capacity of a State environmental authority - one which will have very high bearing on the future protection and conservation of all natural environmental resources in Sabah. As such it is entirely consistent with DANCED's highest-level objective, i.e. that of pursuing the aims set out in United Nation Agenda 21 and arising from the 1992 Rio Conference, as well as those general objectives which have been spelt out in various subsequent DANCED publications since 1994, e.g.

'The primary objective of Danish environmental assistance is to help reinforce efforts to combat global environmental problems' (Annual Report, 1995), and

'The overall aim of DANCED's activities is to achieve environmental improvement or prevent degradation while ensuring sustainable utilisation of natural resources' (DANCED Project Preparation Manual, 1998).

The project is also consistent with DANCED regional-level objectives (as expressed in the 1997 'Regional Strategy for Southeast Asia'), which suggest that environmental assistance should be implemented in (among other problem complexes) the management of agriculture and forestry resources and in the face of other competing resource demands that Sabah faces.

In addition, the project focuses on a State which is of increasing key regional importance in Southeast Asian terms; not only is the State already home to thousands of Filipino migrants (both temporary and semi-permanent) it is increasingly linked to economic developments in neighbouring Indonesia, Brunei and the Philippines through its participation in the 'Brunei-Indonesia-Malaysia-Philippines East ASEAN Growth Area' (BIMP-EAGA). What happens to the management of its natural resources thus can have both spillover and demonstration effects in neighbouring provinces and States. The State is the poorest in Malaysia in *per capita* income terms and thus the project arguably has as much poverty orientation as possible in the overall Malaysian context.

The proposed project also fits well in the context of the current DANCED-Malaysia Country Programme, which is being proposed for the 1999-2001 period. The development of the Country Programme has been based on the definition of a number of 'thematic areas' and the proposed project generally fits well into the 'natural resource management' classification. Furthermore, it is an institutional strengthening

project at a State level, which will complement (and learn from the experience of) the existing capacity-building project within DOE at the Federal level (through both training - e.g. in enforcement and monitoring, EIA techniques - and technical links).

The project also complements the existing DANCED projects in Sabah in the following ways, for example

- The project will incorporate data already compiled by the Integrated Coastal Zone Management project as part of its State-wide environmental database
- The project will build on the work done by the Sabah Biodiversity Conservation project in the identification of Identified Potential Protected Areas and may use this in both the definition of conservation areas and the formulation of a conservation strategy for the State
- Similarly, the project will access the outputs of the universities co-operation project on biodiversity (e.g. in the support which has been given to the development of management plans).

The project will also utilise outputs from the DANCED Maliau Basin and Sungei Padas projects in the identification of conservation areas, in the development of a State conservation strategy and (possibly) in the review of the CEE legislation.

5.2 Compatibility with national policies, programmes etc

As the project logic derives directly from State legislation, which has been developed with Federal assistance, the project is entirely consistent with both national (i.e. Federal) and State level objectives. The project design has been developed by a State agency, within the context of Federal-State relations, and with the support of the Federal Economic Planning Unit, which co-manages the DANCED-Malaysia Country Programme.

Development in Malaysia is guided by a comprehensive set of plans. At the top is the 'Vision 2020' document which envisages Malaysia as a full-developed economy by the year 2020. Beneath this are the 'Outline Perspective Plans', below this the 'Malaysia Plans' (currently in the 7th Plan period), and below this various sector, thematic and specific area-based plans, policies and strategies. In addition, various plans may be prepared to deal with particular issues - the 'Economic Recovery Plan' has just been published in July 1998 for example.

The base documents for planning in the period of Danced assistance to Malaysia have been the Sixth and Seventh 'Malaysia Plans' (1991-1996 and 1996-2000). These documents provide the policy framework and set the objectives for planning to address during the plan period. The current plan defines several generic environmental policy objectives (e.g. 'conserve the country's unique natural resources'....'to achieve a clean, safe, healthy and productive environment'), and principles upon which the policy is based. It outlines several strategies upon which environmental management

(e.g. of air quality, river quality, hazardous substances and waste, energy, land, forest and water resources, coastal resources and biodiversity) will be based. Although the Plan is not very specific about targets for a number of major variables mentioned, it is quite clear what the thrust of government policy will be in particular technical areas. A 'National Environment Policy' is currently in preparation, as are various 'Action Plans' designed to operationalise the objectives of this document and the Seventh Plan.

This is therefore the context within which both the present Country Programme and the particular ECD capacity building project are set.

As regards the project's specific conformity to existing legislation, it is the case that Federal Environmental Policy finds its expression in the Environmental Quality Act of 1974, which provides for the control and prevention of pollution and the protection and enhancement of environmental quality. In the absence of a state environmental authority, EIA requirements also apply to the development of natural resources and industrial estates. The Conservation of Environment Enactment, 1996 (from which the present project derives) concentrates more on the environmental issues related to land use/forestry development, water resources development and the impact on natural resources (because land and forests are essentially State prerogatives) and can therefore be seen as playing complementary role to efforts of the Federal DOE in the State (whose strength presently lies - and will continue to lie - in the enforcement and monitoring programme on industrial activities).

The project is therefore consistent with both an attempt to strengthen State-level institutions in environmental management and with supporting a 'brown'/'green' and 'Federal'/'State' institutional division of responsibility.

5.3 Institutional capacity

The project is primarily about strengthening the institution in which it will be located, i.e. the Environmental Conservation Department of MTDEST. The capacity of the ECD is presently insufficient to undertake tasks envisaged by the CEE, 1996 and the project will provide a set of outputs which are necessary to achieve this.

ECD has sufficient capacity to be able to implement the project as designed.

A recently appointed director of ECD with substantial environmental experience is now in post, and is supported by a Deputy and Assistants. The Permanent Secretary of the Ministry (i.e. MTDEST) has participated actively in project design, and there is little doubt of MTDEST's commitment to the project (MTDEST themselves had caused the preparation of a comprehensive draft project document by local consultants in mid-1998, for example).

The ECD would be the organisation that provides the direct support to the project. Support will be in the form of staff and logistic arrangements such as office and administrative facilities. ECD is moving to new offices in 1999 in which there will be ample space for long- and short-term domestic and foreign Technical Assistance.

The commitment and capacity of the other stakeholders is also considerable. Other State agencies will participate in the project either by being involved in the production of specific guidelines (i.e. for various prescribed activities) or by participating in training (e.g. in EIA techniques, enforcement practices). To the extent that these agencies are required to participate, there is little doubt of their willingness or capacity; discussions during project design have confirmed

- The interest of all the agencies in the project, and willingness to have staff participate in guideline production and/or training activities
- The existence of specific technical skills (e.g. in DOE for enforcement training) from which the ECD project may benefit
- The need to upgrade specific skills (e.g. EIA skills to be upgraded in the Forestry Department).

5.4 Stakeholder participation and ownership

The main stakeholder of the project (i.e. the project owner) will of course be ECD, but a number of other agencies are also closely involved. The tables below indicate how the stakeholders may participate in the project

Stakeholder Participation: Matrix 1

Stakeholder/ agency	Guidelines preparation	Possible training support	Training participation
ECD	yes		yes
Forestry	yes	no	yes
Agriculture	yes	no	yes
Irrigation & Drainage	yes	no	yes
Fisheries	yes	no	yes
Veterinary	yes	no	yes
Wildlife	yes	no	yes
Land and Surveys	yes	no	yes
Sabah Parks	yes	no	yes
Local Authorities (Ministry of Local Government and Housing)	possibly	no	yes
Regional Town and Country Planning	possibly	no	yes
Natural Resource Office	possibly	no	yes
DOE	yes	yes	yes
NGOs (e.g. WWFM)	possibly	possibly	yes

Thus most stakeholders will be involved with the production of the various guidelines (i.e. with particular agencies bringing specific technical knowledge and skills to their preparation), while DOE and certain NGOs (e.g. WWFM) can be expected to provide inputs to some of the training (e.g. in enforcement and in environmental management).

Similarly, various agencies can be expected to contribute to the production of the other outputs, as follows:

Stakeholder Participation: Matrix 2

Stakeholder/ agency	Inventory of conservation areas	Environmental Conservation Strategy	Human Resource Plan	ECC Review
ECD	yes	yes	yes	yes
Forestry	yes	yes	yes	yes
Agriculture	yes	yes	yes	yes
Drainage & Irrigation	yes	yes	yes	yes
Fisheries	possibly	yes	yes	yes
Veterinary	possibly	possibly	yes	yes
Wildlife	yes	yes	yes	yes
Land and Surveys	yes	possibly	yes	yes
Local Authorities (Ministry of Local Government and Housing)	no	possibly	yes	no
Regional Town and Country Planning	possibly	no	no	no
Sabah Parks	yes	yes	yes	yes
Natural Resource Office	yes	yes	possibly	yes
DOE	possibly	no	possibly	yes
NGOs (e.g. WWFM)	yes	yes	no	yes

While ECD is fundamental to the project, it is immediately clear that the success of the project in delivering its outputs is really the project of significant institutional co-operation. Discussions and institutional analysis conducted during project appraisal confirmed both agency enthusiasm and commitment to participate in the project in the various capacities expected; there is a high level of ownership of the project already within the State.

6. Implementation

This chapter outlines the project implementation features; for details please refer to the appropriate Annexes.

6.1 Project implementation plan

A Project Implementation Plan is provided in Annex 5.

Regarding the project's training component, this is only shown as an ongoing activity, i.e. the training activities are not broken down into individual activities at this point. It will be the task of the Project Management Group, to plan the training activities in order to have the training implemented in accordance with the actual needs of the ECD (and taking into account the distribution between the different types of training on which the budget allocation is based).

The Project Implementation Plan will be up-dated regularly by the Project Management Group, reported to and approved by, the Project Steering Committee during presentation of the semi-annual progress reports at the Project Steering Committee Meetings.

The project is to commence September 1999. Actual project implementation is considered from the date of arrival of CTA.

Total duration of the project is three years.

6.2 Organisation and administration

The project will be executed by the Ministry of Tourism Development, Environment, Science and Technology with the Environmental Conservation Department as the implementing agency.

A Project Steering Committee (PSC) will be established under the chairmanship of the Permanent Secretary, MTDEST to monitor and supervise the progress of the project. Federal Economic Planning Unit and DANCED are together with stakeholders at state level (e.g. Natural Resource Office, DOE, Ministry of Local Government and Housing, Ministry of Finance, Land and Survey Department, Sabah Forest Department, Regional Town and Country Planning Department, Department of Irrigation and Drainage, Civil Service Department) members of the Committee. The final list of relevant stakeholders to join the Committee may be decided at the first PSC Meeting, however, it is important to ensure that relevant stakeholders at state level are nominated. In doing so, the stake holders involvement in training courses, guidelines preparation etc. will help ensure the sustainability of the project output.

The Project Management Group will function as secretariat to the Committee.

The PSC will monitor the progress of the project and must approve all major changes related to project implementation. A Project Management Group will be established consisting of the Project Director, appointed by MTDEST, and the Chief Technical Advisor (CTA). The Project Management Group will report directly to the Director of the Environmental Conservation Department.

A project organisation chart is attached at Annex 6.

A consultant company (the Consultant) will be contracted by DANCED. The Consultant will be selected jointly by DANCED and MTDEST based upon received proposals from short-listed consultant companies after a tender has been floated in Denmark.

The Consultant will provide the outlined technical assistance (expatriate long and short-term consultants, local consultants, etc.) All provisions of the Consultant will be the responsibility of the Consultant.

A Chief Technical Advisor will be provided by the Consultant. The Project Director will have the day-to-day responsibility of project implementation and will be assisted in his tasks by the CTA. Outline TORs for the Project Director and the two long-term resident positions are included at Annex 7.

The Project Management Group will ensure that Project Steering Committee meetings are called every six months. The Project Management Group will co-ordinate the meeting agenda with ECD and DANCED and forward relevant reports to all member organisations at least three weeks before each meeting.

The first meeting of the Project Steering Committee will take place at the end of the three-month inception period. The Project Management Group will submit the Inception Report and the revised Project Document to all Committee Members, and will present the Procedures Manual at the first Project Steering Committee Meeting.

6.3 Reporting, monitoring and reviews

An Inception Report and a revised Project Document will be prepared not later than 2 months after the commencement of the project (defined as the date of arrival of the Chief Technical Advisor). The revised Project Document shall include a revised and detailed Project Implementation Plan, updated budgets and payments schedule for consultancy services. The Project Management Group shall also prepare a Procedures Manual, in accordance with the DANCED Guidelines, for presentation at the first Project Steering Committee Meeting.

The revised Project Document approved by the Project Steering Committee (PSC) shall constitute the sole implementation document for the project. The Project Document shall be reviewed and updated semi-annually (or more frequently if necessary). Changes due to updating will enter into force only upon approval of the PSC. Major financial changes regarding the DANCED contribution are, however, subject to final approval by DANCED. The Inception Report, the revised Project

Document and the Procedures Manual shall be approved by the PSC at the end of the 3-month inception period.

The Project Management Group will submit semi-annual reports to the PSC. The report shall follow the DANCED guidelines for progress reports and include:

- An account of the degree to which planned activities have been carried out and outputs produced. An assessment of the ability of the activities to fulfil the immediate objectives of the project
- A description and analysis of the constraints that might have hindered the planned implementation
- An assessment of the degree to which the assumptions upon which the project is based are being fulfilled
- An updated Project Implementation Plan for the coming six months with description of adjustments compared to overall Project Implementation Plan
- A financial statement.

The Consultant will submit technical reports on completion of all consultancy assignments. The reports or summaries of these shall be annexed to the Progress Reports.

A joint Mid-term Review shall be carried out if necessary after approximately 13 months (before the third PSC meeting) of actual project implementation to assess the results achieved by the project and to guide further development of the project. At the completion of the project the Project Management Group shall be responsible for submitting a Project Completion Report in accordance with DANCED guidelines 3 months before the actual project termination date.

6.4 Budget

Budget for DANCED input	DKK '000	MYR '000
Foreign Technical Assistance	7,094	3,834
Local Consultants	1,155	624
ECD Training and Attachment	3,570	1,930
Other Items	350	189
Subtotal	12,168	6,577
Contingencies (10%)	1,216	658
Total	13,385	7,235

Budget for Government of Sabah input	DKK '000	MYR '000
Secondment of ECD staff	1,050	609
Office costs	300	174
Meetings/correspondence/miscellaneous	250	145
Printing (guidelines and documents)	200	116
Subtotal	1,800	1,044
Contingencies (10%)	180	104
Total	1,980	1,148

Total Project Cost 15.365 8.383

The exchange rate used for the DANCED contribution is as per September 1 1999: MYR 1 = DKK 1.85. The Government of Sabah budget has been kept as per original Project Document.

The DANCED budget is based on costs for 2 foreign long-term resident consultants, 9 man month foreign short-term consultants, and 21 man month local short-term consultants.

The consultancy input will assist the project to implement the activities in order for the project to reach objectives and produce outputs stated.

In relation to manpower inputs between sources, the distribution is:

Government of Sabah: 175 man months
 DANCED: 84 man months (63 foreign and 21 local).

The budget also includes costs of training for ECD staff and relevant staff from other agencies - both local training courses and overseas attachment programmes.

The Government of Sabah budget includes the costs of project implementation for the Sabah Government, with the main part of the budget being secondment of the ECD staff.

Full budget details and unit costs are contained in Annex 8.

6.5 Accounting and auditing

All DANCED funds will flow from DANCED to the Consultant, who will have the overall responsibility for accounting and for required auditing in relation to the DANCED consultancy services contract.

The Standard DANCED procedures for accounting and auditing of project expenditures will be followed. (Danced 'General Guidelines on Accounting are included at Annex 9). The Consultant will prepare quarterly invoices to be submitted to DANCED. Funds will be advanced by DANCED on a quarterly basis.

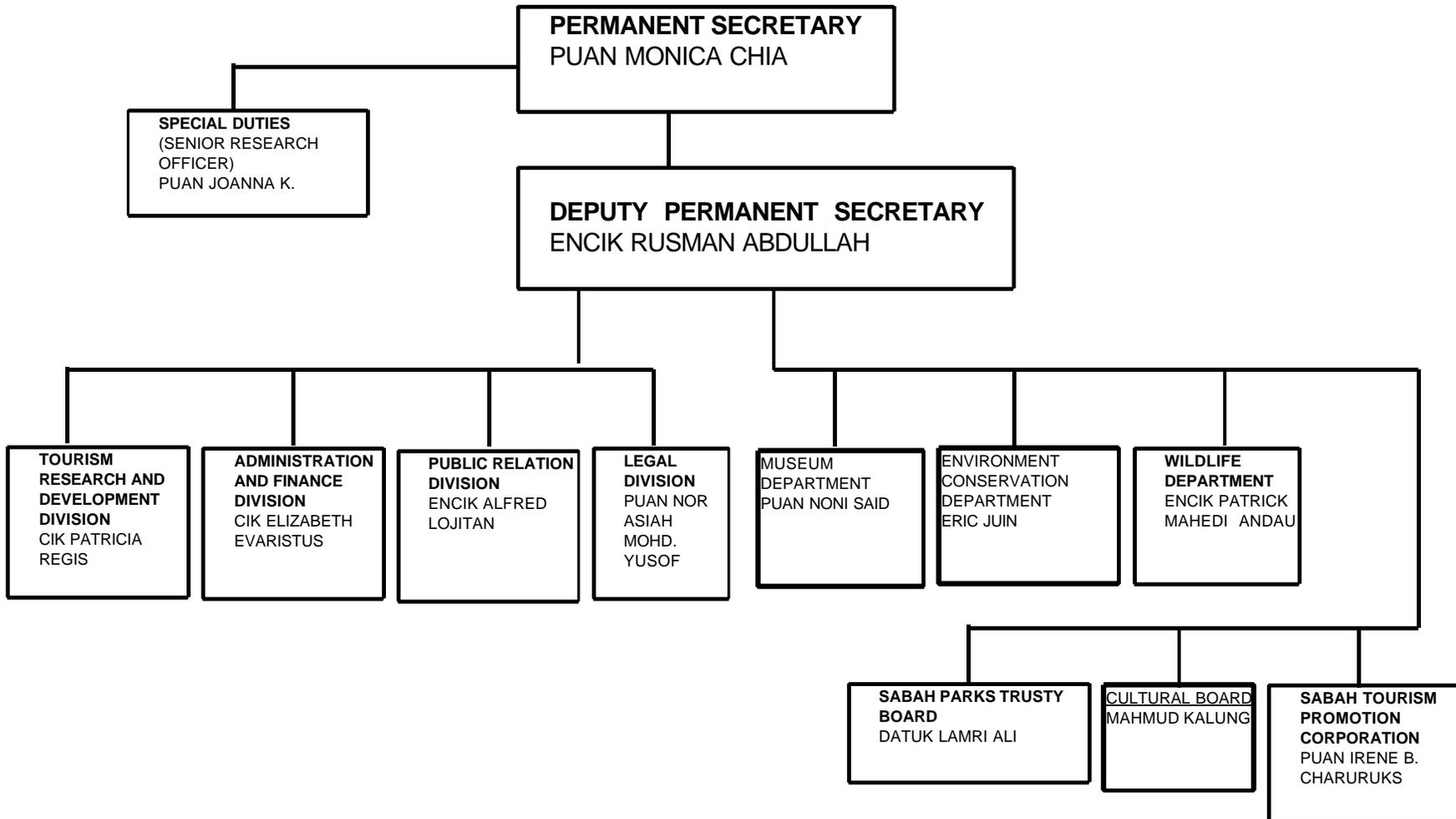
Accounts will be submitted semi-annually in connection with the PSC meetings.

All accounts submitted to DANCED shall be audited by a certified auditor. The audit must be documented by a signed audit report.

Within 6 months after the expiration of the fiscal year in which the project terminates, final audited accounts shall be submitted to DANCED.

Annex 1: MTDEST Organisation Chart

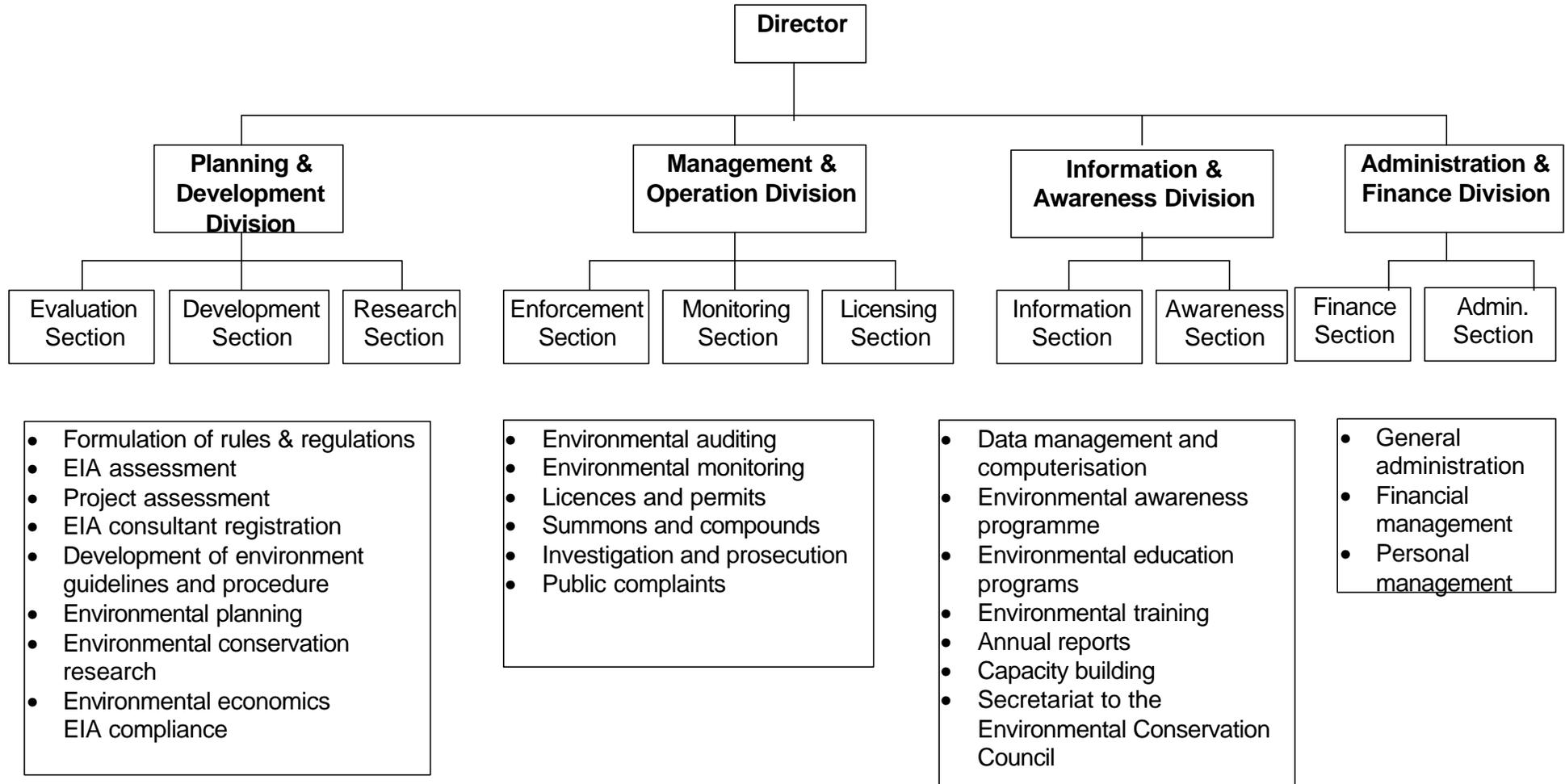
Organisation Chart of the Ministry of Tourism Development, Environment, Science and Technology (1998)



Annex 2: ECD Organisation Chart

Annex 3: ECD Functional Responsibilities

ECD'S FUNCTIONAL RESPONSIBILITIES (1998)



Annex 4: Project Logical Framework

Revised Project Logical Framework

Narrative summary	Verifiable Indicators	Means of verification	Risks and assumptions
<p>Development objective Sustainable environmental management in Sabah</p> <p>Immediate objective Enhanced institutional and human resource capacity of the ECD and strengthened inter-departmental co-operation and commitment in the implementation and administration of the Conservation of Environment Enactment (CEE), 1996</p>	<p>Indicators specified in the Environmental Indicator Project planned executed under the Project, e.g. quality of water, soils and air; biodiversity; quantity of land area variously under forest, monoculture plantations, urban/industrial uses, quantities of degraded areas</p> <p>The extent to which the policy, strategy, and other planning recommendations are adopted by the ECC and State Government</p> <p>Effectiveness of the EIA system as documented through the EIA Compliance Survey</p> <p>Number of monitoring site visits, number of monitoring samples collected, number of warnings, number of fines and collection amount, number of court cases</p> <p>ECD budget and no. of officers in ECD</p> <p>No. of network groups established</p>	<p>Ongoing data collection from surveys and censuses conducted by various State agencies; compilation and analysis by ECD</p> <p>No. of adopted recommendations</p> <p>The EIA Compliance Survey</p> <p>Number and amount as documented by the EIS</p> <p>ECD budget and no. of officers in ECD</p> <p>No. of interdepartmental groups meeting min. 3 times</p>	<p>Weather conditions remain stable; pressures from agricultural and industrial economic growth and in-migration remain as predicted; no Government of Sabah/Government of Malaysia environmental or institutional policy changes</p> <p>Sufficient Government of Sabah budget and staff for ECD</p> <p>Sufficient staff employed in ECD</p> <p>Participation of key stakeholder in project activities</p> <p>Agreements on technical and policy matters can be reached</p>

Revised Project Logical Framework (continued)

Narrative summary	Verifiable Indicators	Means of verification	Risks/assumptions
<p>Project Outputs</p> <ol style="list-style-type: none"> 1. Sabah Environmental Indicator Report 1999 & 2002 2. Proposal for a Sabah Environmental Policy 3. Proposal for an overall Conservation Strategy, including inventory and environmental conservation recommendations for the 8th Malaysia Plan 4. A Human Resource-Plan for ECD, including an ECD 5-10 year Strategy 5. A Review of the CEE 6. A Research Strategy and research activities implemented 7. An Environmental Planning Training Package implemented, incl. a study tour 8. A General Handbook on EIA Policy and Procedures for Sabah 9. Guidelines and Regulations for selected prescribed and non-prescribed activities 10. A Manual on EIA Auditing Procedures and Techniques 11. EIA Compliance Surveys 12. Guidelines for environmental screening of land alienation and development 13. An EA Training Package implemented 14. A M&E Strategy and focused M&E activities implemented 15. A Monitoring & Enforcement manual 16. A M&E Training Package implemented 17. A Communication & Awareness Strategy and focused C&A activities implemented 18. Dissemination of Project Lessons Learned 19. A C&A Training Package implemented 20. Establishment of a Management Information System (MIS) 	<p>Physical presence of outputs (i.e. timely production and distribution of appropriate quality documents to all relevant parties)</p> <p>Numbers of seminars, courses, workshops, attachments, on-the-job training etc which are conducted (classified by their type, duration, number and type of participants etc)</p> <p>Numbers and types of qualifications awarded (e.g. from attachments or technical training) by numbers of participants</p> <p>Physical presence of outputs: availability of appropriate documents on time, and which have been produced with the involvement, support</p>	<p>ECD records of all documents' completion, printing and distribution</p> <p>Records of course timetables, technical content, trainers/trainees etc kept and managed by ECD on a course-by-course basis</p> <p>Project records; copies of final documents printed and distributed. ECD to maintain mailing list</p>	<p>Sufficient Government of Sabah budget and staff for ECD</p> <p>Sufficient staff employed in ECD</p> <p>Participation of key stakeholder in project activities</p> <p>Establishment of interagency co-operation</p> <p>Agreements on technical and policy matters can be reached</p>

21. Establishment of a Departmental home-page 22. Establishment of GIS 23. An EIS Training Package implemented 24. An ISO 9000 certification 25. An ECD environmental information resource centre 26. An Organisational Development Training Package implemented	and concurrence of all parties		
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Revised Project Logical Framework (continued)

Narrative summary	Verifiable indicators:	Means of verification:	Risks and assumptions:
<p>Activities</p> <p>Area 1: The Planning Section</p> <p><i>Activity 1.1 Prepare the Environmental Indicators 1999 and 2002.</i> This will include (i) Draft of proposed Environmental parameters, (ii) Data availability workshop. (iii) Workshops to identify and develop data collation and standardisation procedures for ECD and participating stakeholders. (iv) Production, publication and dissemination of the report. (v) Repetition of the report in 2002</p> <p><i>Activity 1.2 Prepare a proposal for the Sabah Environmental Policy</i> with reference to the National Biodiversity Policy and other National Environmental policies. This will include (i) initial definition of the Natural Resource base of Sabah and a description of environmental problems. (iii) Prepare a Draft Sabah Environmental Policy. (v) Discussions with relevant stakeholders. (iv) Finalisation</p> <p><i>Activity 1.3 Propose an overall Conservation Strategy, including preparing an inventory of conservation areas and making environmental conservation recommendations for the 8th Malaysia Plan.</i> This will include (i) establishment of a reference inventory of existing and proposed conservation areas. (ii) Review the existing conservation strategy of Sabah and identify areas of importance that have not been addressed viz a viz what has been achieved. (iii) Make a proposal for a strategy for Conservation Areas for Sabah. (iv) Identify and prioritise environmental conservation projects for recommendation for the 8th Malaysia Plan</p> <p><i>Activity 1.4 Formulate a Human Resource-Plan for ECD, including a proposal for an</i></p>	All the various tasks being undertaken	Project monitoring and reporting	<p>Sufficient Government of Sabah budget and staff for ECD</p> <p>Sufficient staff employed in ECD</p> <p>Participation of key stakeholder in project activities</p> <p>Agreements on technical and policy matters can be reached</p>

<p><i>ECD 5-10 year strategy.</i> This will include (i) a comparative study of functions and visions of other countries Environmental Departments. (ii) Status of the Human resource of ECD in relation to the mandate given under the CEE, 1996. (iii) Review of existing Human Resource of MTDEST and other environmental related agencies. (iv) A proposal on Human Resource needs for ECD under the 8th Malaysian Plan</p> <p><i>Activity 1.5 Review the CEE, 1996.</i> Following the implementation of the CEE, (i) review the enactment and its rules and regulations with particular attention being paid to section 3 and section 22. (ii) Make recommendations for amendments to CEE, 1996. (iii) Review existing and planned enforcement mechanisms and incentive schemes. (iv) Make recommendations for new enforcement mechanisms and incentive schemes that improves the implementation of the CEE</p> <p><i>Activity 1.6 Prepare a Research Strategy and implement research activities.</i> This will include (i) formulation of a departmental research strategy, (ii) support research within different prioritised research areas, e.g. bio-indicators for water quality, correlation between protected areas and traditional water supply systems and examinations of post-environmental impact assessment audits</p> <p><i>Activity 1.7 Implement an Environmental Planning Training Package on e.g.</i> Environmental Management, Policy formulation, legislation, general planning and management, conflict resolution, organisational development, etc. The target group for the training activities will primarily be staff of the ECD, but will also include other relevant stakeholders. The package will include attachment programmes for ECD staff and an interdepartmental international study tour with participants from e.g. ECD, Forest Department, Natural Resource Office, Department of Irrigation and Drainage, Department of Fisheries, Department of Agriculture, Veterinary Department, Regional Town and Country Planning Department, Land and Survey Department, Wildlife Department, MTDEST, Ministry of Local Government and Housing, Civil Service Department, Ministry of Finance, the Project Director and the CTA</p> <p>Area 2: The EA Section</p> <p><i>Activity 2.1 Prepare a General Handbook for EIA Policy and Procedures.</i> This will include (i) draft preparation. (ii) Consultation with relevant resource persons. (iii) Finalisation and dissemination, including information programmes on ECD procedures, requirements, report preparation and standards expected for relevant stakeholders, e.g.</p>		
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<p>registered EIA companies. (iv) Up-date the Handbook after 1-2 year of implementation</p> <p><i>Activity 2.2 Select and produce Guidelines and Regulations for selected prescribed and non-prescribed activities.</i> Guidelines and Regulations will be prioritised on pertinence and whether or not DOE and Sarawak NREB have already produced guidelines. Preparation on the following guidelines are initially planned for the first project year: (i) river sand and stone extraction (ii) hill cutting and construction of buildings for commercial or industrial purposes on hills with slopes having gradient of 20 degrees or more, (iii) Forestry, (iv) Agriculture, (v) Livestock farming, (vi) Quarrying. Additional guidelines will be identified and described in the following Progress Reports</p> <p><i>Activity 2.3 Prepare a Manual for EIA auditing procedures and techniques.</i> The Manual will include e.g. checklists for auditing, compliance working procedures, methods for addressing cumulative impacts. This will include (i) draft preparation. (ii) Consultation with relevant resource persons. (iii) Finalisation and dissemination</p> <p><i>Activity 2.4 Undertake a compliance survey of the EIA system.</i> The compliance analysis will be undertaken after 1-2 years of implementation of the EIA system in order to assess relevance and the need for adjustments</p> <p><i>Activity 2.5 Develop a guideline for environmental screening of land alienation and development.</i> This will include (i) review existing procedures, (ii) selection of pilot districts, e.g. Tuaran, Penampang and Kota Kinabalu. (iii) Establish a working group with local authorities and district offices to develop and clarify procedures for land applications and development plans. (iv) Testing the guidelines, (v) Develop an environmental checklist for land use zoning</p> <p><i>Activity 2.6 Develop and implement an EA Training package</i> on EIA assessment and auditing. The target group for the training activities will primarily be ECD staff and core members of the EIA Network Group, but might also include other relevant stakeholders. The Package will include attachment programmes for ECD staff</p> <p>Area 3: The M&E Section</p> <p><i>Activity 3.1 Prepare a M&E strategy</i> that outlines the areas and methods at which enforcement will focus. The following activities are envisaged (i) a number of inspirational presentations, (ii) draft strategy paper by ECD M&E officers and consultants, (iii) discussion of draft strategy paper with relevant stakeholders, (iv) finalisation of M&E Strategy Paper</p>		
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<p><i>Activity 3.2 Implement focused (hot spot) M&E activities.</i> This could include (i) selection of one or more environmental topics or hot spots, (ii) planning of integrated inter-departmental M&E activities for the selected hot spots, (iii) implementation</p> <p><i>Activity 3.3 Prepare a M&E Manual</i> that includes step by step procedures for e.g. inspection, investigation, environmental monitoring, sampling, legislation, prosecution. This will include e.g. (i) a draft manual by ECD M&E officers and consultants, (ii) discussion of draft manual with relevant stakeholders, (iii) during a one year period gathering of experience, methods, ideas, (iv) finalisation of M&E Manual</p> <p><i>Activity 3.4 Develop and implement a M&E Training package</i> on e.g. judicial procedures and legal strategies, representative sampling and monitoring programmes, monitoring, compliance and enforcement procedures. The target group for the training activities will primarily be ECD staff and core members of the M&E Network Group, but might also include other relevant stakeholders. The Package will include attachment programmes for ECD staff</p> <p>Area 4: The C&A Section</p> <p><i>Activity 4.1 Develop an ECD C&A strategy.</i> This will include (i) Draft strategy. (ii) Consultation with relevant stakeholders. (iii) Finalisation</p> <p><i>Activity 4.2 Implement focused C&A activities.</i> These C&A activities will be linked to development activities of the Planning, EA, M&E and EIS sections, e.g. (i) the development and dissemination of the Environmental Indicators Reports. (ii) The development and dissemination of EIA Handbook and Guidelines and EIA information C&A activities, (iii) Focused M&E C&A activities. (iv) Launching of the ECD homepage</p> <p><i>Activity 4.3 Implement general Environmental Conservation C&A activities.</i> This will include e.g. (i) road shows, (ii) proactive newspaper coverage, etc. Furthermore it will include development of relevant C&A material (i) Short presentation videos. (ii) Pamphlets. (iii) Exhibition materials. (iv) General format and layout of ECD materials. (v) Briefing Kit</p> <p><i>Activity 4.4 Plan and implement project end dissemination activities.</i> Project end dissemination activities will be planned to summarise lessons learnt and discuss the future perspectives of Environmental Conservation in Sabah and of the ECD</p> <p><i>Activity 4.5 Develop and implement a C&A Training package</i> on e.g. C&A strategies, facilitation, team building, motivation, communication, presentation techniques,</p>		
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<p>networking, and media coverage. The target group for the training activities will primarily be ECD staff and core members of the C&A Network Group, but might also include other relevant stakeholders. The Package will include attachment programmes for ECD staff</p> <p>Area 5: The EIS Section</p> <p><i>Activity 5.1 Design, construct and implement MIS.</i> This will include (i) Definition of database needs for each area. (ii) Establishment of a data dictionary, relations between databases, forms of entry, reporting. (iii) Implementation</p> <p><i>Activity 5.2 Design, construct and implement a homepage.</i> This will include (i) Review needs and approach. (ii) Implementation</p> <p><i>Activity 5.3 Design, construct and implement GIS.</i> This will include (i) Procure and install equipment. (ii) Establish spatial databases to be used for e.g. monitoring of cumulative impacts via geographic location of planned development, complaints and for supporting the environmental indicator reporting. (iii) Develop when needed appropriate thematic layers</p> <p><i>Activity 5.4 Implement EIS training.</i> Training will be customised to both general and specialist requirements, and will e.g. contain (i) specialised training, (ii) introduction training, (iii) homepage training, (iv) Access/excel training, (v) GIS/remote sensing training.</p> <p>Area 6: The Administration Section</p> <p><i>Activity 6.1 Develop MS ISO 9000 documents.</i> This will include (i) establish a working group. (ii) Support documentation</p> <p><i>Activity 6.2 Design and develop a resource centre for the new ECD office.</i> This will include (i) Assign and train a clerical staff. (ii) Design of library classification system. (iii) Identification of relevant journals/reports and key publications for the centre. (iv) Establishment</p> <p><i>Activity 6.3 Implement an Organisational Development Training Package.</i> The Training package will e.g. include (i) departmental induction programmes, (ii) computer training, (iii) accounting/financial management, (iv) ad hoc training possibilities, (v) link when possible support staff and duties to project groups.</p>		
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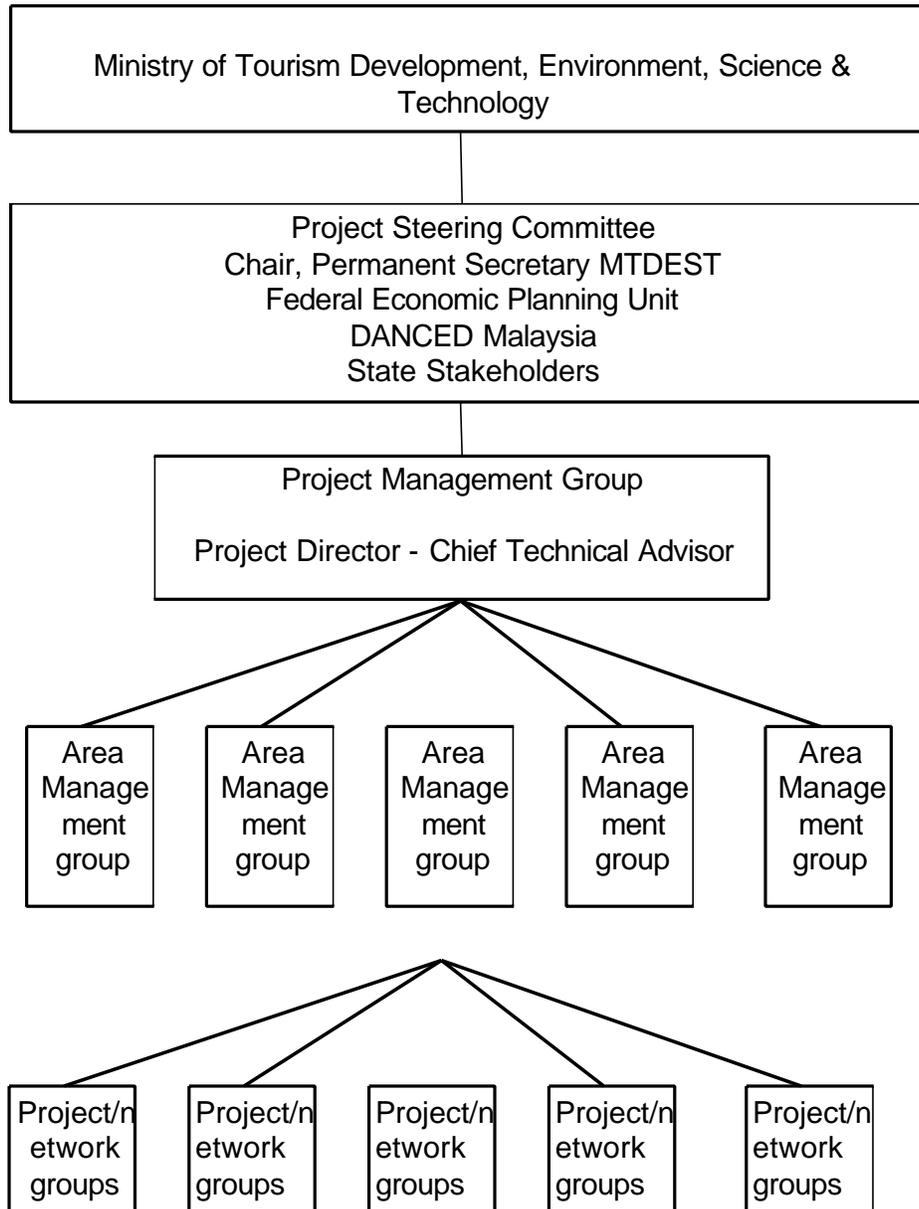
Revised Project Logical Framework (continued)

Narrative summary	Verifiable indicators:	Means of verification:	Risks and assumptions:
<p>Inputs:</p> <p>ECD/MTDEST: Staff for all types of training (175 man/months plus their costs) and for work on guidelines and other documentary outputs; logistical (i.e. office/secretarial) support, including guidelines and documents production (estimated Government of Sabah contribution is DKK 1,980,000)</p> <p>Other agencies: staff to be available to participate (and possibly direct) training; staff inputs to particular guidelines and documents production</p> <p>DANCED: long-term TA (2 positions total 54 mm); short term TA (total 9 mm); local consultancy (total 21mm); training, pilot and awareness expenses; MIS, GIS, workstation and office equipment; 2 vehicles from Sabah Biodiversity Conservation project (estimated total cost is DKK 13,385,827)</p>	<p>Work records of ECD staff assigned to individual tasks; offices and secretarial support allocated; budget for documents</p> <p>Staff made available for attendance at meetings and training</p> <p>Arrival of all types of TA; equipment purchased; vehicles taken over</p>	<p>MTDEST budget estimates and expenditures; ECD establishment chart; staff attendance and work allocation records</p> <p>Stakeholder agency and ECD recording</p> <p>Implementing consulting company records; DANCED auditing procedures</p>	

Annex 5: Project Implementation Plan

Annex 6: Project Organisation Chart

PROJECT ORGANIZATION CHART



Annex 7: Terms of Reference

TOR for Project Director; Capacity Building of ECD

Position	Project Director
Reporting Relationship	Project Steering Committee (PSC) on implementation of project. Director, ECD on administrative issues
Responsibilities	Overall responsible for project management and implementation Overall responsible for Government of Sabah inputs Responsible for reporting to PSC
Specific Tasks Assigned	Co-ordinate project implementation Revision of project implementation plan Establish links between ECD and the consultants Establish links to other major stakeholders Set up project management unit facilities Establish links to Project Steering Committee Preparation of Revised Project Document Preparation of Inception, Progress and Completion Reports
Qualifications	Experience with project management, capacity building, training and human resource development Head of Division in ECD Other experience, including in the following areas: Environmental management, Environmental impact assessment, Environmental policy/legislation at Sabah State level, Inter-agency co-operation, Database management
Work Location	ECD, MTDEST
Duration	Half-time over 36 months

TOR for the Chief Technical Advisor (CTA); Capacity Building of ECD

Position	CTA
Reporting Relationship	Consultancy Company Danced Malaysia ECD on Project Implementation
Responsibilities	Responsible on behalf of Consultancy Company for all DANCED inputs Advise Project Director on management/administration of project implementation
Specific Tasks Assigned	Establish links between ECD and the COWI Assist the Project Director in all matters concerning project implementation Assist in establishing and maintaining links to major stakeholders and the Project Steering Committee Assist in preparation of Inception, Progress and Completion Reports Prepare Procedures Manual Plan and organise input of the Environmental Management Advisor Plan and organise inputs from all short term advisors, foreign and local Provide main advice and input for Output 1: Sabah Environmental Indicators Reports; Output 2: Proposal for

	Environmental Policy; Output 4: Human Resource Development Plan for ECD; Output 8: General EIA Handbook; Output 11: EIA Compliance Survey; Output 17: C&A Strategy and activities; Output 18: Project Lesson Learned Dissemination; All outputs in relation to Training
Qualifications	Project management experience, preferably from implementation of natural resources/biodiversity conservation projects in South East Asia Considerable experience relating to capacity building, human resource development and public institution development Other experience, including, in the following areas; Environmental management issues; Environmental policy legislation; Enforcement and monitoring; Inter-agency co-operation; Database management
Work Location	ECD, MTDEST
Duration	36 months

TOR for Environmental Management Advisor (EMA); Capacity Building of ECD

Position	Environmental Management Advisor (EMA)
Reporting Relationship	CTA
Responsibilities	Oversee the overall planning and implementation of the Outputs listed below
Specific Tasks Assigned	Plan and prepare for implementation of output 3: Proposal for an overall Conservation Strategy; Output 5: Review of the CEE; Output 6: Research Strategy and activities; Output 9: EA Guidelines; Output 10; Manual on EIA Auditing Procedures; Output 22: Establishment of GIS Provide main advice and input for the above mentioned Outputs Assist the CTA in implementation of all other Output when required Assist the Project Management Group on any tasks assigned Assist in day-to-day Management of the Project
Qualifications	Long term experience in environmental management, preferably from implementation of natural resources/biodiversity conservation projects in South East Asia Considerable experience relating to EIA, GIS, remote sensing, environmental policy and legislation, enforcement and monitoring Other experience, include the following areas; Capacity building, Inter-agency co-operation; Database management, Information management strategies
Work Location	ECD, MTDEST
Duration	18 months

Annex 8: Project Budget

DANCED Budget for the Capacity Building of the Environmental Conservation Department Project

Summary of revised DANCED budget for all sub-ceiling amounts (all amounts in DKK).

<i>Item</i>	<i>Sub-ceiling</i>
<i>Sub-ceiling amount for expatriate technical assistance</i>	4.893.356
<i>Sub-ceiling amount for national personnel</i>	1.155.000
<i>Sub-ceiling amount for Training, Pilot & Awareness Activities</i>	3.570.000
<i>Sub-ceiling amount for Equipment Component</i>	350.000
<i>Sub-ceiling amount for International Transportation</i>	440.000
<i>Sub-ceiling amount for Excess Luggage</i>	46.000
<i>Sub-ceiling amount for Shipment of Personal Freight</i>	140.800
<i>Sub-ceiling amount for Local Travel</i>	90.800
<i>Sub-ceiling amount for Housing long term</i>	423.000
<i>Sub-ceiling amount for Accommodation short term</i>	180.000
<i>Sub-ceiling amount for Subsistence</i>	68.040
<i>Sub-ceiling amount for Medical Insurance, vaccination, etc</i>	61.488
<i>Sub-ceiling amount for Project Vehicle O&M</i>	190.000
<i>Sub-ceiling amount for Office Operation and Int. Comm.</i>	133.200
<i>Sub-ceiling amount for School Allowance</i>	210.000
<i>Sub-ceiling amount for International Consultants Expenses</i>	1.978.128
<i>Sub-ceiling amount for International Travel</i>	106.000
<i>Sub-ceiling amount for Accommodation and Subsistence</i>	39.450
<i>Sub-ceiling amount for Home office expenses</i>	77.000
<i>Sub-ceiling amount for COWIs Head Office Expenses</i>	222.450
Grand Total in DKK	12.168.934
Contingencies 10 %	1.216.893
Grand Total including contingencies	13.385.827

Breakdown of the DANCED Training, Pilot and Awareness Sub-ceiling. The total amounts are sub-ceilings while the breakdown figures are indicative. The actual expenditures for each breakdown figure will be reported through the Progress Reports.

Item	Breakdown	Sub-ceiling
Study tour	400,000	
Attachments	550,000	
Seminars & Workshops	450,000	
Out-side training participation	125,000	
In-house-training	150,000	
Best practices visits	300,000	
Training materials	125,000	
Research activities	70,000	
Planning section awareness and pilot activities	300,000	
EA section awareness and pilot activities	300,000	
M&E awareness and pilot activities	300,000	
C&A awareness and pilot activities	300,000	
ECD awareness and pilot activities	200,000	
<i>Sub-ceiling amount for Training, Pilot & Awareness Activities</i>		<i>3.570.000</i>

Breakdown of the DANCED Equipment Sub-ceiling. The total amounts are sub-ceilings while the breakdown figures are indicative. The actual expenditures for each breakdown figure will be reported through the Progress Reports.

Item	Breakdown	Sub-ceiling
GIS software and digitising tablets	80.000	
Remote sensing software	50.000	
8 workstations	70.000	
Installation of server and LAN	50.000	
1 b/w and 1 colour laser-printer	15.000	
1 photocopy machine	25.000	
1 LCD	35.000	
Other	25.000	
<i>Sub-ceiling amount for Equipment Component</i>		<i>350.000</i>

Government of Sabah costs

<i>Item</i>	<i>MYR '000</i>	<i>DKK '000</i>
Secondment of ECD staff <i>175 m/m of 6,000 DKK, of which:</i> Project director (half-time for 36 months) 2 staff for 8 month at half-time on EA outputs 2 staff for 8 month at half-time on M&E outputs 2 staff for 8 month at half-time on C&A outputs 1 staff for 8 month at half-time for EIS outputs 1 staff for 8 month at half-time for Adm. outputs 36 persons for 10 one week courses 10 staff for 5 2 week attachments	609	1050
Other items <i>Office space/rental/utilities</i>	174	300
<i>Meetings/correspondence/miscellaneous</i>	145	250
<i>Printing guidelines and documents</i>	116	200
Total ECD costs	1.044	1.800
Contingencies at 10%	104	180
Total Government of Sabah costs	1.148	1.980

Total cost for the Capacity Building of the Environmental Conservation Department Project

	DKK '000
Total DANCED Costs	13.385
Total Government of Sabah Costs	1.980
Grand Total including contingencies	15.365

Annex 9: General Guidelines for Accounting

Annex 10: Payment Schedule