



Insertion économique, sociale et solidaire pour la résilience dans le Gouvernorat de Kairouan
("Economic, social and solidarity insertion for resilience in the Governorate of Kairouan") - IESS-
Adapt

Inception Workshop Report

Kairouan, Tunisia

2-9 September 2021

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List of Acronyms

AF	Adaptation Fund
AWPB	Annual Work Plan and Budget
BRAC	Building Resources Across Communities
CRDA	Regional Office of Agricultural Development (“Commissariat Régional de Développement Agricole”)
DG FIOP	General Directorate of Financing, Investment and Professional Organizations of MAWRF (“Direction générale du financement, de l’investissement et des organismes professionnels du MARHP”)
ESMP	Environmental and Social Management Plan
FLSP	Field-level Service Providers
GHG	Greenhouse Gas
GoT	Government of Tunisia
GRM	Grievance and Redress Mechanism
IFAD	International Fund for Agricultural Development
IPCC	Intergovernmental Panel on Climate Change
IW	Inception Workshop
MAWRF	Ministry for Agriculture Water Resources and Fisheries
PMU	Project Management Unit
UPCC	Central Project Coordination Unit (“Unité de coordination centrale du projet”)
PPR	Project Performance Report
SECAP	Social, Environmental and Climate Assessment Procedures

I. Introduction

1. The Government of Tunisia (GoT) supported by the International Fund for Agricultural Development (IFAD), submitted the USD 9,997,190 Economic, Social and Solidarity Insertion for Resilience in the Governorate of Kairouan (IESS Adapt) project to the 34th Adaptation Fund (AF) Board meeting and was approved on the 6th of January 2020.
2. The agreement with the AF was signed on the 10th of February 2020. As per the agreement, the Executing Entity is the Ministry for Agriculture Water Resources and Fisheries (MAWRF). The Inception Workshop (IW) was held on the 2-9th of September 2021 to officially launch the project. Due to the global COVID-19 pandemic, it was held remotely and was attended by national and international stakeholders and interested parties (see list of attendees Annex 3). The workshop was spread over four days as presented in Annex 2.

II. Summary and Recommendations

3. The workshop recommended for the project to further develop and finalise the Project Implementation Manual (PIM) ensuring that the implementation requirements such as the integration in the PIM of the AF Environmental and Social Policy and Gender Policy, among others:
 - The project was reminded to finalise the 18-month Annual Work Plan and Budget (AWPB) and Procurement Plan (PP) as per IFAD requirements.
 - The workshop was an opportunity to help the project staff set the project implementation priorities and sequencing of activities for the development of the first Annual Work Plan and Budget (AWPB) for 2021-2022.
 - The project was recommended to include gender mainstreaming with all AF training and to keep to the project's gender targets when holding all consultations, workshops and training.
 - The PMU was recommended to develop a robust M&E that reflects the project activities.

III. Project Inception Workshop Objectives and Overview

4. The combined IFAD IESS Kairouan and AF IESS-Adapt inception workshop officially launched the project and marked the starting point of its implementation. The objective of workshop was to reach a clear and common understanding of the project cycle, objectives & goals; to clarify the roles and responsibilities of the entities involved in implementation, and to clarify the legal and financial conditions in the financing agreement, and the associated procedures and responsibilities. The workshop was also held to discuss and assist the PMU in finalising the project's AWPB and the Project Implementation Manuals (PIMs). It was also used as an opportunity to describe and discuss the Adaptation Fund's and IFAD's policies and procedures, the fiduciary and reporting requirements and to clarify the processes of official supervision reviews and implementation support for project improvements.
5. The IW was done in presence of the IFAD country team, the PMU/CRDA, the UCCP and the Implementation Service Providers, Building Resources Across Communities (BRAC). The IW was organised and delivered using a mix of presentations, plenary discussions and group work to enable participants to raise key issues of concern, identify challenges, discuss practical solutions and agree on priority actions to progress the project.

IV. Project Overview

6. Tunisia ranked sixth in the Arab world and 88th out of 190 economies in the world, according to the 2018 Doing Business Report (World Bank, 2018). Tunisia has experienced strong economic and social progress in recent decades. The convergence process has slowed down, however, due to the low level of investment since the early 2000s, while regional and labour market inequalities have persisted. Since 2011, the external and public debt-to-GDP ratios have risen sharply and Tunisia's economy

registered a growth rate of 1,9 percent in 2017. In sharp contrast with the socialist policies of the 1960s, Tunisia's current economic focus is on bolstering exports, foreign investment, and tourism, all of which have become central to the country's economy.

7. Tunisia is considered to be one of the countries most exposed to climate change in the Mediterranean. The main risks which it is likely to confront are temperature increases, reduced precipitation, rising sea levels and escalating extreme weather phenomena (torrential rains, floods and droughts). These risks are likely to result in major environmental and socio-economic vulnerability that will particularly affect water resources, agriculture and natural ecosystems.
8. According to the revised Intended National Determined Contribution in 2017, Tunisia, which is already experiencing water stress, will see the situation worsen as a result of climate change. It is expected that conventional water resources will fall by around 28% by 2030; the decrease in surface water will be around 5%. The recharge of the water tables in the project area in Kairouan depend mainly on the precipitation regime and on the capacity of the soil to collect that water. The level of those water tables are also linked to water pumping (legal and illegal) and to the ability of the regional government to manage the resource. The decrease of the water table level is evident since the 60's because of water pumping but some increases or plateau can be observed when the precipitation regime was higher. Climate Change and the expected decrease in annual precipitation will worsen the situation of the water tables in the governorate if adaptive action is not taken.
9. The overall objective of the project is to improve the climate resilience of vulnerable ecosystems, vulnerable populations and the livelihood infrastructure of the rural poor in the Kairouan region.
10. The project's immediate objective will be achieved through the following three outcomes or "components".
 - i. Access to basic services and strengthening of livelihoods.
 - ii. Sustainable value chains through climate resilient water infrastructure.
 - iii. Knowledge management.
11. The IESS-Adapt project is fully synergistic with the IFAD "*Insertion Économique, Sociale et Solidaire dans le Gouvernorat de Kairouan*" (IESS) project. The Project aims to build the resilience of vulnerable ecosystems and that of the vulnerable rural poor to climate change in the mountains and foothills in Western Kairouan Governorate. It will achieve this by climate proofing rural infrastructure; strengthening the capacity and resilience of rural communities to adapt to climate change; improving sustainable Natural Resource Management (NRM) to make more sustainable use of limited natural resources in view of an increasingly harsh climate; and strengthening farmer organisation's climate adaptation capacity.

V. Workshop Presentations

12. The workshop started on the 2nd of September with the introductory session on the **roles of key actors, the borrower, IFAD and the AF**. The session also revised the project documents, gave an overview of funding administration and project funding, as well as of loan and grants. The afternoon was focusing on **Financial Resources Administration, The main principles of financial management, financial state and audits**. The session was, furthermore, giving an overlook of the administrative, financial and accounting procedures manual with the main principles and the different sections and its use. The importance of good financial management was stressed to ensure: the mitigation of risks; adherence to the Financing Agreement; adequate controls of project funds; that funds are used for intended purposes; project resources are managed efficiently; to achieve the project's development objectives; equity, integrity, transparency, good governance; and deter fraud and corruption.
13. The second day of the IW was on **procurement**, with a session in the morning focused on the IFAD's procurement manual followed by a presentation of the No Objection Tracking and Utility System

(NOTUS)¹ and the preparation of procurement plan and the link with the AWPB, established to carry out a project during a particular project year that includes the procurement plan. It was explained that the project's procurement procedures follow Tunisian Law except where it contradicts with IFAD Project Procurement Guidelines and Handbook. This applies to all Project expenditure (including loans and grants, staff recruitment, and any procurable services, goods, works, etc.). The presentation went into detail about the provisions within the Letter to the Borrower including the need for procurement plans, the procedures for awarding of procurement contracts within specific thresholds as well as the roles and responsibilities, procurement processes for grants and the approach for contract management.

14. The third day, on the 8th of September, the morning sessions presented the **Policy against Sexual Exploitation and Abuse**. The presentation went into detail on defining sexual misconduct as sexual exploitation, sexual abuse and sexual harassment, the responsibilities of the IFAD staff and non-staff, IFAD managers and supervisors and focal points. The attendees were informed of the responsibility to ensure that the project is carried out in accordance with the provisions of the IFAD policy on sexual harassment, exploitation and abuse. To promptly inform the IFAD of any non-compliance with the Policy and inform that upon receipt of credible allegations. All IFAD contracts with project staff, contractors, suppliers and other third parties to be funded by IFAD require the prohibition of the acts of sexual harassment exploitation and abuse. It is a requirement to immediately report to IFAD or the Recipient incidents in IFAD-funded or -managed activities or operations, and that contracts will immediately be terminated should there be proven acts of sexual harassment exploitation and abuse in connection with IFAD-funded or -managed activities or operations.
15. The **transparency and anti-corruption policy** was also presented on that day. The session presented the IFAD's Office of Audit and Oversight (AUO) which assesses whether IFAD's risk management, control and governance processes are adequate to ensure, among other things, that IFAD's objectives are met and that assets are and resources are used economically and efficiently, and are properly protected. Indeed, IFAD shall make arrangements to ensure that the resources derived from any funding are used exclusively for the purposes for which such funding was granted, with due regard to considerations of economy, efficiency and social justice (including AF in this case). The afternoon session of the third day was focused on **communication**.
16. On the fourth and last day of the IW, on the 9th of September, the project's **Climate Change Adaptation approach and the contribution of the Adaptation Fund** were discussed. The two pillars of the Fund were explained in detail namely the Environmental and Social as well as the Gender Policies. The 15 environmental and social principles were explained in detail and the implications for project implementation. The importance to develop an Environmental and Social Management Plan (ESMP) was emphasised and the need for the project to ensure that among other things the project is fully gender responsive in all consultations with project gender targets needing to be met at all times. The presentation went into detail as to the reporting requirements and the Project Performance Report (PPR) that will need to be completed on an annual basis. Every tab of the PPR was explained in detail and questions were answered for clarifications. The scope of AF monitoring of financial reporting, procurement, risk assessments, ratings, ESP and gender tracking as well as indicator reporting and the completion of results framework. It was also explained that the ESMP would need to be reviewed and updated as a result of the inception workshop and that it will generally need to be updated yearly, and will need to accompany the PPR annually.
17. During this session, the updated (2017) IFAD's **Social, Environmental and Climate Assessment Procedures** (SECAP)² were explained. These procedures refined IFAD's guiding values and principles, and defined an improved course of action for assessing social, environmental and climate risks to enhance the sustainability of results-based country strategic opportunities programmes (RB-COSOPs),

¹ https://www.ifad.org/documents/38711624/39421018/proc_handbook_e.pdf/2feb53a-4244-4447-a788-d06a632fd3b5

² <https://www.ifad.org/en/secap>

country strategy notes (CSNs), programmes and projects. The Grievance and Redress Mechanism (GRM), the complaints Procedure and the role of the PMU and IFAD were also discussed.

18. The afternoon was focused on **Monitoring & Evaluation (M&E) & Knowledge Management (KM)**. The M&E presentation was detailed and extensive covering all areas of M&E. It was inter alia explained that monitoring involves the regular and systematic assessment based on participation, reflection and feedback, data collection and analysis of actual performance (using indicators) as well as regular reporting. Participants were reminded that correct monitoring makes it possible to gauge where programmes stand in terms of international norms and standard; to understand where programmes are in relationship to results planned, to track progress; to identify issues and analyse relevant information and reports that become available as implementation occurs; and to fulfil accountability requirements. The session reminded the participants on the role of KM to advice on how to develop and disseminate knowledge products as part of the overall project KM plan. The main steps covered are the identification of key stakeholders and audiences; deciding on knowledge products, their purpose and how best to present them; planning of broadcast channels and events; and collaboration with partners: Identify stakeholders and the public; Identify knowledge products; Develop a communication and dissemination plan for knowledge products; Share knowledge and knowledge products at events.
19. Based on the previous sessions, a general discussion followed on the **Institutional organization and project management** and the role of the project team and CRDA.

VI. Working Groups

20. At the end of the session *Climate Change Adaptation approach and the contribution of the Adaptation Fund*, IFAD also conducted a discussion as a working group for the Project Management Unit (PMU) to introduce staff on compliance with AF ESP requirements and on how to update the ESMP which will be further developed throughout the year. In compliance with AF requirements, initial support and training was given as part of this workshop on the Project Performance Report (PPR) and the ESMP and will be further be developed throughout the year as mitigation measures are refined by the PMU.
21. It was furthermore explained that the ESMP describes how the project is addressing the unwanted environmental and social impacts that have been identified during project formulation. Effective risks identification requires that the risks inherent to both an activity and the specific environment and social setting in which it will take place, are known. A following event will take place during the next implementation support mission (planned in December 2021) to update the ESMP and prepare the PMU on the PPR.

Annex 1 EISS-Kairouan and IESS-Adapt alignment

Project Objective(s)	Project Output Indicators	Adaptation Fund Outputs	AF Output Indicators
Output 1.1.1 50km of rural access roads are climate-proofed.	Km. of roads climate proofed	Output 4: Vulnerable development sector services and infrastructure assets strengthened in response to climate change impacts, including variability	4.1.2. No. of physical assets strengthened or constructed to withstand conditions resulting from climate variability and change (by sector and scale)
Output 1.2.2. Graduation programme implemented.	No. of beneficiaries with trained on 5 pillars approach.	Output 6: Targeted individual and community livelihood strategies strengthened in relation to climate change impacts, including variability.	6.2.1. Type of income sources for households generated under climate change scenario
Output 1.2.3 New climate-proofed income generating activities developed	No. of alternative off-farm income generating activities promoted	Output 6: Targeted individual and community livelihood strategies strengthened in relation to climate change impacts, including variability	6.1.1. No. and type of adaptation assets (tangible and intangible) created or strengthened in support of individual or community livelihood strategies.
Output 2.1.1 Seasonal water reservoirs ("citernes enterrées") constructed	No. of water harvesting cisterns constructed.	Output 4: Vulnerable development sector services and infrastructure assets strengthened in response to climate change impacts, including variability	4.1.2. No. of physical assets strengthened or constructed to withstand conditions resulting from climate variability and change (by sector and scale)
Output 2.1.2 Water networks losses reduced on existing irrigated perimeters	Ha. of land with rehabilitated water networks.	Output 5: Vulnerable ecosystem services and natural resource assets strengthened in response to climate change impacts, including variability	5.1. No. of natural resource assets created, maintained or improved to withstand conditions resulting from climate variability and change (by type and scale).

Project Objective(s)	Project Output Indicators	Adaptation Fund Outputs	AF Output Indicators
<p>Output 2.1.3 Infiltration of runoff into groundwater reserves in seasonal water courses is increased.</p>	<p>Ha. of land benefitting from rehabilitated water-efficient pumping stations.</p>	<p>Output 5: Vulnerable ecosystem services and natural resource assets strengthened in response to climate change impacts, including variability</p>	<p>5.1. No. of natural resource assets created, maintained or improved to withstand conditions resulting from climate variability and change (by type and scale).</p>
<p>Output 2.1.4 Groundwater monitoring stations installed.</p>	<p>No. of groundwater monitoring stations installed in key locations.</p>	<p>Output 5: Vulnerable ecosystem services and natural resource assets strengthened in response to climate change impacts, including variability</p>	<p>5.1. No. of natural resource assets created, maintained or improved to withstand conditions resulting from climate variability and change (by type and scale).</p>

Annex 2: Workshop Agenda

Date	Tunis time	Rome time	Sessions	Presenters
02/09/2021	9h00-9h15	10h00-10h15	Introduction to start-up training	Philippe Remy/Zine el abidine Ghoudi
	9h15-10h00	10h15-11h00	How to work with IFAD 1. The Financing Agreement and general conditions 2. Letter to the Borrower and the Disbursement Manual 3. Obligations of IFAD and the Borrower	Daniela Frau
	10h00-12h00 12h30-14h00	11h00-13h00 13h30-15h00	Financial Resources Administration (RF) <ul style="list-style-type: none"> Main principles of financial management, Financial state Audits Presentation of the administrative, financial and accounting procedures manual <ul style="list-style-type: none"> The main principles and the different sections Its use 	Moez Makhoulouf
03/09/2021	9h00-11h30	10h00-12h30	Presentation of IFAD's procurement manual Presentation of NOTUS	Faten Skhiri
	12h-14h00	13h00-15h00	Preparation of PP and link with AWPB	

08/09/2021	9h45-10h30	10h45-11h30	Policy against Sexual Exploitation and Abuse (SEA)	Sylvie Martin
	10h30-11h15	11h30-12h15	Transparency, anti-corruption policy	Benoit Doublet
	11h15-12h30	12h15-13h30	Communication	Mouhab Alawar
09/09/2021	8h30-10h30	9h30-11h30	Presentation of the project's Climate Change Adaptation approach and the contribution of the Adaptation Fund	Renaud Colmant
	10h30-12h30	11h30-13h30	How to set up a good M&E system <ul style="list-style-type: none"> Key concepts of the M&E system: log frame and new IFAD core indicator system Establishment of a simple and effective system: How, roles and responsibilities 	Isabelle Stordeur
	12h30-13h30	13h30-14h30	Institutional organization and project management What is expected of the project team and CRDA	Zine el abidine Ghoudi

Annex 3: List of Participants

IFAD

Mouhab Alawar, Consultant, Communication

Benoit Marc Doublet, Consultant, Audit and Oversight

Sylvie Martin, Director, Ethics

Daniela Frau, Programme Officer NEN

Isabelle Stordeur, Logframe Analyst, NEN

Renaud Colmant, Environment and Climate Programme Officer, NEN/ECG

Faten Skhiri, Consultant, Procurement

Moez Makhlof, Consultant, Financial Management

Philippe Remy, Country Director, NEN

Zine el abidine Ghoudi, NEN

PMU-CRDA

Mohsen Mastour: M&E Manager at PMU-IESS

Ammar Rabhi: Coordinator of the IESS project

Najiba Idriss: Social Inclusion Officer PMU-IESS

Kais LMallouch: Programming and procurement officer-PMU-IESS

Mohamed Nsir: Chief soil and water management technician at CRDA Kairouan

Rahmani Naziha: Financial Management Officer-PMU-IESS

UCCP central

Riadh ben Moussa, UCCP central

BRAC

Afaf Zaddem, BRAC