

Framework Contract AMS/451 Lot no. 6
Request for Services N° FRIPTU 1 PHARE - RO - DPAO/CBC

**Romanian Hungarian corridor for the
biodiversity conservation - Technical
Assistance for preparation of the
management plan, technical
specification and tender documents for
equipment acquisition**

Inception Report

15th May 2005



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by the European Union



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by MWH

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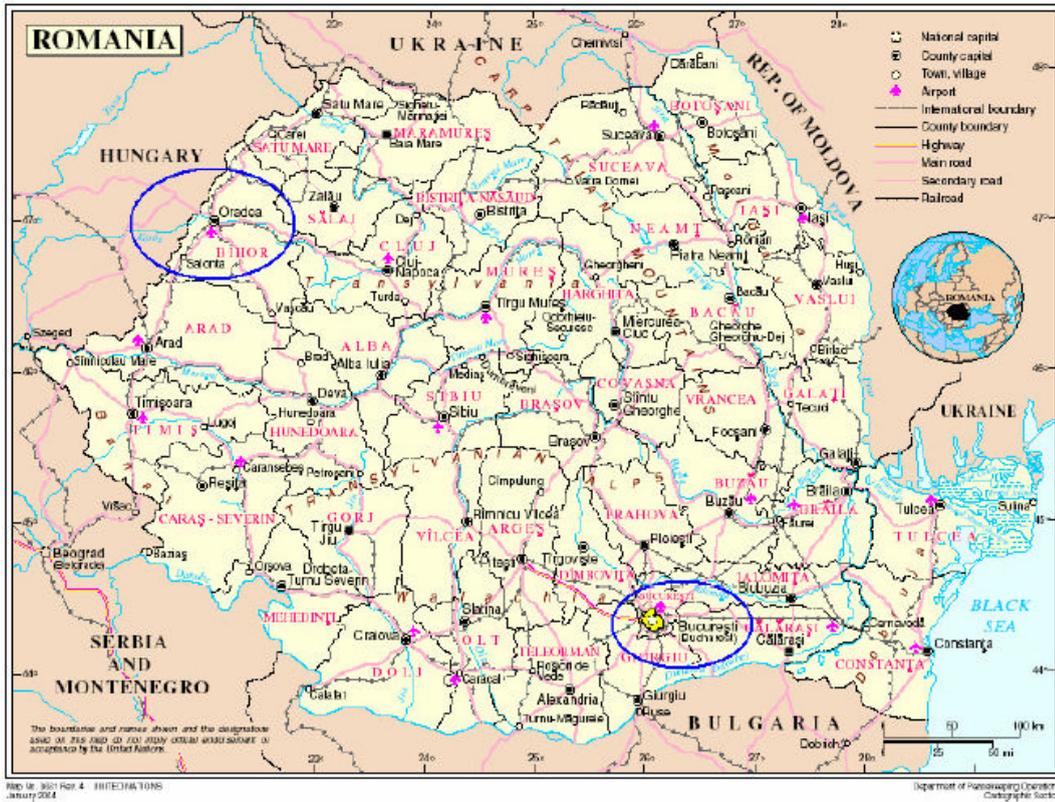
MWH Consultants wish to thank the NFA Bihor Forest Directorate in Oradea (notably director Ionel Popa and Mr Liviu Judea) and Mr Viorel Lascu, president of the Speleological Society of Romania, for their hospitality and support. A special thank is expressed to Director Alin Mos and the staff of Apuseni Mountains Nature Park (notably Ms Ancuta Ardelean and Ms Milka Petrovic) for their great logistic and content support during the entire Inception Period which was essential for the success of the Consultants' work.

MWH Consultants:

- ? Alexander Zinke (Team Leader)
- ? Michael Kay (Procurement Expert)

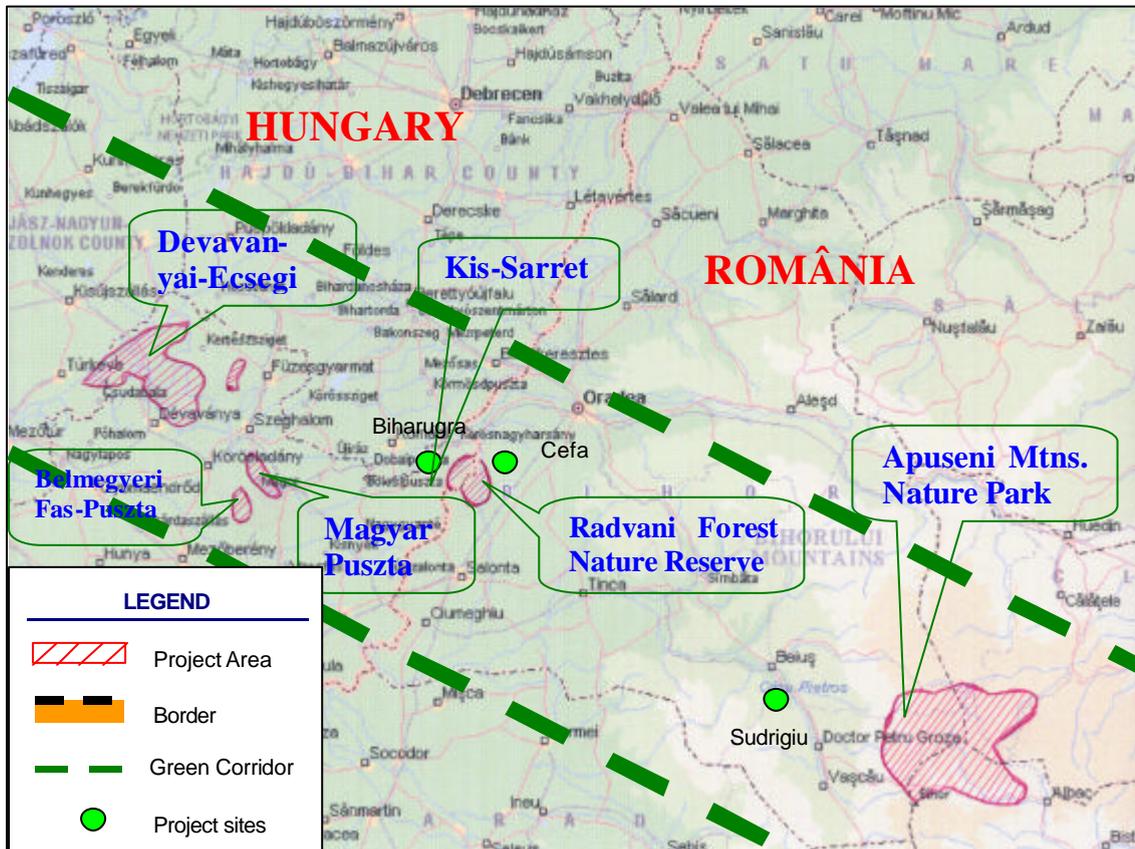
ABBREVIATIONS AND ACRONYMS

ANP	Apuseni Mountains Nature Park
ANPD	ANP Directorate (part of BFD)
ANP-MP	Part of the Management Plan for the ANP
BFD	Bihor Forestry Directorate – regional branch of the NFA (Beneficiary)
CBC	Cross Border Co-operation
EPA	Environment Protection Agency (local branch of the MoEW)
IBA	Important Bird Area
K-MNP	Körös-Maros National Park (Hungary)
MEI	Ministry of European Integration (Contracting Authority)
MoEW	Romanian Ministry of Environment and Water Management
MP	Management Plan
NFA	National Forest Authority / Romsilva
NP	National Park
RFR	Radvani Forest Nature Reserve
RFR-MP	Part of the Management Plan for the RFR
ToR	Terms of Reference



Map of Romania. Oradea and Bucarest.
(Source: United Nations, 2004)

Romano-Hungarian Corridor for Biodiversity Conservation



1. PROJECT SYNOPSIS

1.1. PROJECT GOALS AND OBJECTIVES

The **purpose** of this Technical Assistance is to “ensure a sustainable development in the area and biological diversity conservation”, and in more positive terms to concur to the creation of a Romanian-Hungarian transboundary biodiversity conservation “green corridor” in Bihor county, Romania.

The **overall objective** is the protection of the biodiversity in the frontier area between Romania and Hungary and the development and mutual promotion of the ecotourism offered within the protected areas in a transboundary regime.

The **specific objectives** of this assignment are

- ? the elaboration of the Management Plan for the 2 concerned areas (*Activity 1 – Task 1*),
- ? the Terms of Reference for promotion of the ecotourism programme (Service Contract; *Activity 1 – Task 2*), and
- ? the Technical Specification and Tender documents for equipment acquisition (Supply contract; *Activity 2*).

This assignment is the Component 1 programmed in the Project Fiche of the project RO 2003/005-702.01 (Phare Cross Border Cooperation CBC).

1.2. PLANNED OUTPUTS AND RESULTS

The planned output and results of this project are:

- ? Management Plan for the concerned protected areas;
- ? Procurement Notice and standard Tender Dossier including Technical Specification for the Supply Contract of equipment;
- ? Terms of Reference for the Service Contract of the tourism programme;
- ? Tender evaluation reports drafted for both of the tender procedures.
- ? Inception Report, Progress Reports and Final Report (in English and Romanian).

1.3. PROJECT ACTIVITIES

The project will be sub-divided into the following 2 Activities and Tasks:

1/ THE MANAGEMENT PLAN for ANP and RFR (**ACTIVITY 1, TASK 1**)

Both Apuseni Mountains Nature Park (ANP) and Radvani Forest Reserve (RFR) at Cefa are located in Bihor county but are very different in their character and size. ANP was declared a “park” in 2000 and established as a Nature Park in May 2004, stretching also into Cluj and Alba counties. The existing small Radvani forest nature reserve will soon be substantially enlarged (from 3 to 5,000 ha).

The necessity for the protection and conservation of the sites is sustained by the fact that the protected natural areas contribute to a sustainable development through:

- ? The conservation of the soil and of the water in the areas affected by erosion;
- ? The regularisation and the purifying of the water courses, especially through the protection of the moist areas and of the forests;
- ? The protection of the local communities against natural disasters, such as: floods, storms or landslides;
- ? The protection of the species which are exposed to human intervention;
- ? The insurance of critical habitats for nurturing, reproduction or rest for species;
- ? The maintenance of the genetic resources of the wild species;
- ? The generation of incomes and the employment of labour through forestry and tourism.

The sustainability of these points will be secured by drawing up a Management Plan for both protected areas. This MP will be elaborated in co-operation with local stakeholders and the Körös-Maros National Park, and it will be respecting Romanian Legislation in force regarding protected areas.

A second and promising co-operation was established upon initiation of the Team Leader during the Inception Phase through a visit on 15 April 2004 to the Retezat National Park Administration in Deva. This National Park (NP) was certified in September 2004 as the 5th European PAN Park (see www.PANParks.org), mainly due to a new MP elaborated with World Bank/GEF biodiversity funds (via experts from the international NGO *Fauna Flora International*); this plan and its implementation by the NFA (National Forest Administration) park office was praised by the international verifiers. Retezat NP is presently preparing a Sustainable Tourism Development Strategy (for PAN Parks verification in 2006). Retezat and Apuseni mountains have clear similarities in their nature habitats, NFA administration and socio-economic situation. One of the 3 verifiers of Retezat NP is the Team Leader of this Phare CBC project and can thus transfer his insights and experience to Bihor county. This cooperation has also a logic in (and will benefit from) the similarity of the park habitats (karst mountains, mountain lawns with traditional use, beech forests).

The new ANP / RFR Management Plan will include the following elements:

- ? The description of the system of forest and wetland corridors;
- ? An integrated strategy to manage the protected areas;
- ? An integrated strategy for human activities in the park, including tourism/ecotourism;
- ? A comprehensive assessment of institutional and investment required.

2/ THE TERMS OF REFERENCE FOR THE PROMOTION OF THE TOURISM PROGRAMME (ACTIVITY 1, TASK 2)

The Terms of Reference (ToR) will be prepared for the proposed Service Tender for the realisation and promotion of the tourism programme. The proposed Service Contract will assist the BFD-ANP Directorate (ANPD), in co-operation with the Körös-Maros National Park, to develop awareness activities and to develop a programme for promoting ecotourism in the concerned areas.

The ToR will be drawn up according to the best European practice in that field (e.g. Principles and Criteria of PAN Parks, IUCN 2002: Sustainable Tourism in Protected Areas – Guidelines for Planning and Management), taking into consideration opinions and comments of all parties who are pro-

viding an input to this Technical Assistance. They will be submitted to the Contracting Authority, and then to the European Commission Delegation for approval.

The Consultants will participate in the tender opening, and the meetings of the Tender Evaluation Committee as voting member of the Committee. As Committee members, the Consultants will participate in drafting and assist in the preparation of the Tender Evaluation Report and its recommendations.

3/ THE TENDER DOSSIER FOR EQUIPMENT ACQUISITION (ACTIVITY 2)

The deliverables include the preparation of the Tender Dossier, the Technical Specification, the schedule for the tenderer's pricing, and the Procurement Notice.

The Tender will be sub-divided into Lots according to the Consultant's assessment, experience in procurement in Romania, and acceptance of Consultant's recommendations.

The Expert responsible for the management of the procurement of the monitoring equipment is drafting a Tender Dossier according to the latest edition of the Practical Guide to Phare, Ispa & Sapard contract procedures (PRAG) together with its Standard Annexes. This Tender Dossier is based on the Project Fiche RO 2003/005-702.01, which contains an indicative list of the equipment previously assessed to be procured, and the Financing Memorandum CBC RO-HU 2003.

Under Activity 1 Task 1, Expert 1 (Team Leader TL), is refining the previously made assessment of needs in terms of the monitoring to be executed, and the budget contained within the Financing Memorandum. The Terms of Reference (§2.3.2 page 4) refer to "corresponding from a technical point of view to the necessities of the monitoring programme." The real needs were carefully checked and verified during the Inception Period and will be finalised in May 2005.

A final list of equipment is being prepared together with any required training from the suppliers of the equipment, plus delivery, site set up and fixing, any spare parts, durables, maintenance and maintenance plan, software programme updates.

The comments received from the Contracting Authority and the European Commission Delegation will be incorporated in the Draft Tender Dossier prior to Final Approval.

The Consultants will participate in the Tender Opening, and the meetings of the Tender Evaluation Committee as voting members of the Committee. As Committee members, the experts will participate in drafting, and assist in the preparation of the Tender Evaluation Report and its recommendations.

1.4. TARGET GROUPS

Target Groups are the direct beneficiaries and the stakeholders in the region:

Direct beneficiaries:

- ? NFA-BFD
- ? ANPD and its staff

Indirect beneficiaries and responsible. local and national stakeholders (tentative list):

- ? Administration of the Körös-Maros National Park / Hungary (partner institution)
- ? Administration of the Retezat National Park (partner)
- ? Environmental Protection Agency Oradea;
- ? Prefecture and Councils of the Counties Bihor, Cluj and Alba
- ? Mountain Rescue Service
- ? Pro Aqua - Cefa fish farm
- ? NGOs:
 - o Regional Centre for Ecological Surveillance of Apuseni Mountains (NGO partner)
 - o Bihor Centre for Protected Areas and Sustainable Development (NGO partner)
 - o Romanian Speleological Federation (NGO partner)
 - o Societatea Ornitologica Romana (Romanian Ornithology Society)
 - o Ecological Club Transilvania, Cluj-Napoca (NGO partner)
- ? Local inhabitants and their representatives in ANP area
- ? Bihor County Council (also Alba and Cluj County Councils)
- ? University of Oradea - Faculty of Environmental Protection
- ? Babes Bolyai University of Cluj
- ? Biological Research Institute
- ? Romanian Speleological Institute – branch Cluj
- ? Transilvania Tour (tourism company)
- ? National Tourism Authority (Ministry of Transport)
- ? The Contracting Authority – Ministry for European Integration – CBC Directorate.

2. ANALYSIS OF THE PROJECT

The analysis undertaken during the 2 weeks' Inception Period came to the following findings and results:

2.1. ACTIVITIES UNDERTAKEN BY THE CONSULTANT TEAM DURING THE INCEPTION PERIOD

After arrival in Bucharest, the Consultants (Team Leader and Procurement Expert) held the **Kick-off Meeting** at the MIE in Bucharest. Other participants were Ms Petruta Voicu (project coordinator at the CBC Directorate of MIE), Mr Alin Mos (director of NFA-APN, Oradea), Mr Mihaj Dragos (Dept. Intl. Cooperation at NFA, Bucharest) and Ms Florica Cordaneanu (NFA Bucharest; member of the Scientific Council of APN).

Mr Dragos confirmed the support of NFA to the project.

Mr Mos informed that on 4 February 2005, the first meeting of stakeholders ("Administrative Committee of ANP") was held and that this group will locally endorse the MP. The MP preparation process

was officially started on 24 May 2004 and will have to be finished within 2 years (i.e. May 2006); by then, the Ministry of Environment and Water Management should approve it. The World Bank/GEF concept, worked out for three Romanian NPs (e.g. Retezat NP) some years ago, is considered a good model for ANP. Körös-Maros and Hortobagy NPs in Hungary are both very interested in cooperating with ANP.

Ms Voicu informed that all project tender documents will have to be ready by end of May 2005. It was agreed that the procurement document (supply contract) should, as much as possible, be drafted by the end of the Inception Period (25 April) while the service contract for tourism will be prepared in May. Ms Voicu provided the Consultants with the last version of the Project Fiche and the Finance Memorandum; she wanted to also send the formats for project reporting.

The meeting ended with a joint lunch of Consultants with NFA personnel where further aspects of the project and logistics were discussed.

13 April: Trip Bucharest to Oradea: Visit of BFD and PIU

Dir. Alin Mos informed the Consultants about Romsilva activities in Bihor county and his Phare CBC Project Implementation Unit, which is placed in a very small office. Oradea is important for the project due to its central administrative function (government institutions, environment agencies, NGOs etc). According to RO law, the Environment Protection Agency is issuing custody contracts for small protected areas, e.g. Radvani wetland is contracted to NFA-BFD (Bihor Forestry Directorate). Romsilva administrates 16 of the 17 NPs in RO. ANP is presently subordinated to BFD but this can soon (June 2005?) be changed to NFA in Bucharest. Mr Mos also presented the structure of the ANP staff (6 in office and 4 rangers which will be increased in 2005 to 8 and in 2006 to 15 rangers) [see also chapter 2.3!], and the design and functions of the planned 5 new buildings (Component 3). The main visitor centre in Sudrigiu should receive a similar number of visitors like those at the Bear's cave (80,000/year).

The Consultants also briefly met with BFD director Ionel Popa who confirmed all logistical support.

In the afternoon, dir. Mos drove the Consultants to the ANP administrative centre, presently housed at the BFD facility in Beius (60 km from Oradea and 20 km from the park boundary) where the IT specialist and the Chief Ranger were met. First lists of equipment to be procured were presented.

14 April: Meetings in Oradea

The Consultants were introduced to Cornel Furdea, an economist presently working as ANP ranger and office assistant. The day was mainly devoted to the procurement issue (Component 2). A long meeting was held with Mr Viorel Lascu, the president of the Speleological Society of RO. He explained and helped selecting all (individual and group) equipment needed for the Mountain and Cave Rescue Teams (*Salvamont* and *Salvaspeo*): ANP rangers only support rescue actions in caves but ANP has to provide equipment to Salvaspeo (both are a public service of volunteers organisation); trainings for the use of equipment are a must. 25 major mountain and 3-4 major cave incidents happen every year in the ANP area.

Another meeting was held with Mihai Togor (NGO Regional Center for Environmental Survey). This platform of some 40 grassroots NGOs is one of the key partners of ANP and the CBC project. At present, only 7 NGOs are really active. One important activity is "Ecological Guards", i.e. volunteers who inform visitors about ANP and monitor human interventions. They also maintain trails and collect waste. A Guard must attend annual training (5 modules at 2-3 days). Today, only 16 persons are licensed. The Regional Center is also involved in awareness activities (CBC project Component 4).

15 April: Trip to Deva to meet staff of Retezat NP:

This trip was executed in order to assess the possibility of a partnership between both parks and the procurement needs of ANP (i.e. sharing the experience and competence built up at this park over the last 4 years). Discussions were held with Mr Zoran Acimov (Park Director), Mr Grigore Opritoiu (Community Outreach and Tourism Specialist), Mr Lucian Canacheu (GIS Specialist), Ms Florina Crisan (Awareness Specialist). A special subject was their experience in developing the Management Plan: This process (9 experts wrote the MP but many stakeholders were involved via workshops) was facilitated by international consultants in 2001-2002 and can partly serve as a model for the CBC project. In terms of local tourism (accommodation, guides etc.) this park is behind ANP.

16 April: Excursion to ANP (southern part)

First stop was made in Sudrigiu at the site of the future ANP administration building: It is planned in the extended floodplain of Crisul negru, ca. 12 km from the park boundary.

At the park border behind the village Pietroasa, a key problem could be observed, the bad road conditions: Already here at the gateway to the most visited area, the Padis plateau in the centre of ANP, it became clear that ANP is presently only accessible with four-wheel drive vehicles.

Second stop was at the ANP tourist attraction no. 1, the Bear's cave near Chiscau: The cave manager Marius Mihes from Transilvania Tour (leading tourist operator in Bihor county: 800 beds in the ANP area and one of the biggest in RO), informed that in 2004 they had 80,000 visitors (50% Romanians, 40% Hungarians) with a 20% annual growth rate. The existing entrance building will be upgraded (souvenir shops) in the future. The 45 min. tour is given only in local language, brochures are multi-lingual. The cave is actually badly advertised along the country road but has 500-800 visitors on summer peak days. There are some 30 booths of local people selling simple handcraft souvenirs, snacks and plastic toys along the access walking road as well as 2 restaurants. The CBC project will fund an ANP info point at the cave. Highlight of the excursion was the visit of the cave, guided by Mr Curta Traian who discovered and explored it in 1975. He explained the many speleological wonders.

The excursion continued eastward via the Vartop pass (busy skiing area with dozens of new pensions; BFD cabin also used by ANP rangers) into the upper Aries valley at Arieseni (800 m asl., high precipitation, 1,700 inhabitants): This area has a network of agro-tourism (100 farms with 4-6 beds!). At the small Cobles creek valley, the farm of the local BFD forester was visited in order to learn about local lifestyle (2 pigs, 3 cows; smoke room for ham and bread oven) and tourism business (mainly summer: from Hungary and France; no organised tourist programme). Forestry operates with natural rejuvenation (90% spruce).

17 April: Drafting of Procurement Notice and Inception Report (at hotel)

18 April: Excursion to Körös-Maros NP (Hungary)

The Consultants and dir. Alin Mos, together with the interpreter, Ms Hajnal Percz, were received by director Laszlo Tirjak, dep. Dir. Balazs Perczen and the contact person for Romania, Mr Peter Banfi. In an extended meeting, the status of the K-M NP was presented and the Hungarian ideas regarding cooperation were discussed. The drafted bilateral Cooperation Agreement was handed over by Mr Mos and will soon be signed in a public ceremony. The group was then shown the staff offices in the headquarters (a former aristocrat palace) and the new visitor centre (2 floors of impressive 3D exhibition, conference room and 5 guest rooms), located in the palace gardens. After lunch, the Roma-

nian group drove with Mr Banfi back to the border at Geszt/ Biharugra to have a look at the Kis-Sarret protected area and fish ponds (from the central viewing tower).

19 April: Office work and visit of Environment Protection Agency (EPA)

The TL and Mr Mos met at the EPA director Augustin Dudas and Ms Zenaida Luncan (head of biodiversity and PA department: her department will soon have 4 staff). She is also member of the ANP Scientific Committee and mentioned the good cooperation with Hungary (22 April next meeting of bilateral committee; EU-Life project with Hungary on protection of Red-footed falcon –see info about K-M NP on page 19). The EPA confirmed their active (staff) involvement into the upcoming MP process and offered their conference room for meetings.

20 April: Meetings with County Council, Mountain Rescue Team, BFD Director and Chief economist and 2 NGOs

The TL and Mr Mos met with the president of the County Council, Mr Alexandru Kiss and the County Counsellor (president of the Regional Development and CBC Committee), Mr Ödön Szabo. They informed that tourism development is one of their key objectives, focusing on skiing areas, a new aqua park at Felix spa and the building of tourist access roads and cycling trails into and within ANP. Road building will be supported by county and EU funds but will also require co-financing from local villages over the next 3-6 years.

Second subject is a new County Tourism Strategy, which will be ready by December 2005 for the Euro-Region. This will include a public participation process in October. It was agreed with Mr Szabo to coordinate and harmonise the development of the ANP MP with their tourism and road development.

Next meeting was held with Mr Dorin Lup from the Mountain Rescue Team based in the commune of Stei (western side of ANP). They have 6 active persons and 20 candidates who did last winter 78 rescues at the Vartop ski area and one cave rescue (at –180 m). During summer, most actions are searches of lost persons (up to 15 per month).

They are trained four times per year, i.e. on climbing, caving, skiing and first aid, the latter by SMURD (local emergency service). Their job is based on a volunteers contract paid by the beneficiary (County Council) for a certain period of time.

In a short meeting with BFD director Popa and chief of investment office Liviu Judea (the former BFD director), the TL stressed the burning need to hire more expert staff for ANP. It was agreed that TL and Mr Mos prepare a list of needed personnel and meet again on 22 April. Mr Popa offered more logistic support (at the moment ANP has no four-wheels car).

Next important meeting was held with Paul Iacobas (NGO Center for Protected Areas and Sustainable Development) and Latcu Ionut (CORSA = cave rescue association). The Center did a EU Life project on sustainable development of the karst landscape, which included various tourism infrastructure. Eco-tourism is considered an important income for local communes and NGOs, but they are yet not really prepared. The NGO is member of the *Ecotourism Association of Romania* which will have a certification system in place from mid 2005 on. Iacobas recently left ANP as ranger for eco-tourism in order to focus on their key project, the Apuseni Experience ecotourism company: They have 5 certified guides and started business in 2002. In 2004 they provided 9 tours to over 100 tourists (7 tours for small groups), lasting 3-7 days in both winter and summer, mountains and caves, dog sledging and cultural topics, etc.

Other eco-tourism entrepreneurs are Green Mountain Holidays in the northern ANP, Apuseni Adventure, Westkarpaten in Oradea and Ecological Club of Transilvania (Cluj-Napoca).

The manager of the NGO Ecological Club of Transilvania from Cluj and his assistant (Gabriel Parauan and Christine Böhm) were then interviewed: Since 1992, they run sustainable development projects and ecological education camps in Cluj and the Upper Somes valley in ANP area with 42 active members and 4 staff. In 1997, they presented the first draft MP for Apuseni mountains to the MoE. They publish a tourist guide for the Padis area (5 editions, 7000 copies) and promote since 1995 rural tourism (2 info centres and 32 pensions; catalogue and webpage; cooperation with travel agencies). In the Huedin micro-region (northern ANP) they established in 2000 cooperation with 12 communes (12,000 people) to motivate small environment protection activities. By 2004, 40 projects were realised; this will be continued until 2006 (funds from Mott Foundation and UNDP/GEF Small Grants Programme RO). In *Community Fora*, they provide leadership training, organise volunteer work and waste collection services (clean villages).

On this day (as on others), the Procurement Expert worked on sorting out the equipment lists.

21 April: Excursion to Cefa and to Radvani forest nature reserve

The Consultants with Mr Mos and Mr Judea (BFD) first visited the northern edge of the future park area: It is characterised by extended pastures (3000 sheep and 230 cattle) in very flat terrain. Local villages are separated by the Crisului irrigation canal flowing at some 5 m³/sec southwards. In Cefa, the mayor, Ioan Roman, informed and guided the group: Cefa is an old border community with various historic relics (Adrian fortress from 1302), and with today 2,300 people (1,300 in Cefa itself).

Prominent feature are the privately managed 700 ha of 16 fishponds (mainly carp, also catfish), most of which exist since 1905 and produce 500 t/year for selling and 300 t/year for breeding carp. The group could observe the catching and transport of fish to RO destinations (espec. Bucharest market). One pond is already designated to become a recreation area in the future park. The group then also visited Radvani forest and checked the location of the future visitor house (3.5 km from future HU border crossing and 5 km from Geszt and the Kis-Sarret reserve of the K-M NP), located in an opening of Radvani forest and next to one of the 2 local fish restaurants: These provide 9 resp. 6 rooms for accommodation – the only tourist facility in the Cefa region today. It is proposed to develop nearby Ateas village (right at the HU border) into traditional agro-tourism (clay houses, small farming).

In the evening, the Consultants discussed with Mr Mos the desired contents of the Phare CBC Component 5 (tourism service contract). It is assumed that up to EUR 100,000 will be spent on the design of a tourism programme (strategy, content, layout) and, probably as a subcontract, EUR 90,000 for the installation of trail infos, toilets and boards. The specific contents of the Component will be discussed and developed during the next mission in May.

22 April: 3rd Meeting with BFD Director

The meeting served to summarise the results of the Inception Mission. The TL referred to the various stakeholder meetings and excursions providing most useful information as well as to the capacity needs for the implementation phase of the CBC project. A discussion was held on the list of needed staff for ANP (given to Mr Popa on 21 April). He agreed and decided that new personal will be hired in the coming weeks (for details see chapter 2.3!).

The Procurement Expert explained that he drafted the Procurement Notice and he received many draft lists of equipment in several languages, which he started to combine and specify with the support of various staff and other experts. In May, any missing prioritisation and specification will have to be added.

As regards Component 3 (new infrastructure), the Proc. Expert checked on request of MIE the available documents of the Romanian consultant and found them very weak and incomplete. He stressed his serious concern that the project may not be finished before the Financing Memorandum expires. He also strongly recommended that a project manager will be appointed to supervise the execution of construction works on behalf of the Beneficiary (for details see chapter 2.2.2 – 2.2.4!).

23 April: Drafting of Equipment Lists and Inception Report (at hotel)

24 April: Finalisation of Inception Report (at hotel)

The draft IR was presented and discussed with ANP director Mos and finalised. A first draft equipment list was also handed over.

25 April: Trip to Bucharest

Upon endorsement of the Inception Report (final draft) by BFD director I. Popa, the Consultants travelled back to Bucharest. Meetings were held at the European Delegation (Ms Camelia Chirascu, CBC project task manager) to inform about the start of the CBC project, and with Mr Marius Radu, head of unit at the CBC Directorate in the Ministry for European Integration: The Consultants handed over their final draft Inception Report and informed about mission results, including on the tender document preparation for Component 3 (construction of 5 ANP buildings).

2.2. START SITUATION FOUND DURING THE INCEPTION PERIOD

During the Inception Phase various important information could be collected which is presented in this Report and will be used for the further implementation of the CBC project.

2.2.1 Management Plan (Activity 1 - Task 1 in Component 1)

All management of large protected areas in Romania (e.g. ANP) is based on administrative contracts with the Ministry of Environment and Water Management (Directorate for Biodiversity). Small PA (e.g. RFR) are supervised by the EPA (as the MoEW subsidiary) and managed via custody contracts to local stakeholders. Every MP has to be approved by the Natural Monuments Committee at the Romanian Academy of Sciences and by the MoEW (for government decision).

With respect to the Phare CBC project, BFD-ANP is the manager of all land and supervisor of all activities in the two areas, which are owned by the state (most of the forests), communes and private owners (most pastures). So, close coordination between ANP directorate and these land owners is crucial. While ANP surface belongs to 3 counties (40% Cluj, 32 % Bihor and 28% Alba Julia), it was agreed that all management is done by BFD-ANP.

ANP is supervised by two bodies:

- 1 The **ANP Consultative Committee for Administration** was established on 4 February 2005. It is an advisory board of key stakeholders and has presently 51 members (from the 3 counties: prefectures, Councils, NFA county offices, EPI and mountain rescues service; National Tourism Authority, private forest offices, the universities Oradea and Cluj, Biological

Research Institute, Museum of Cris region, 20 communes, NGOs and the tourism company Transilvania Tour.

- ? The **ANP Scientific Committee** supervises all research work and the effective management of all protected sites in ANP and Radvani Forest. It was established in 2005 and is presently headed by the MoEW-Biodiversity Directorate. Secretary is the ANP biologist.

Apuseni Mountains Nature Park: The category “nature park” indicates that this area does not only serve nature conservation goals, but also traditional and sustainable land use. ANP area of 75,784 ha, extending over the counties Cluj, Alba and Bihor, includes some 100 villages with ca. 10,000 inhabitants. The park exists since 2000 (ministerial order no. 7 from 1990); the related contract arranging its administration office in Beius is from May 2004; the park area includes various protected areas. Public awareness was already upgraded in the 1990s (in the west but espec. by the Ecological Club Transilvania in the north). Many people have high expectations in the expanding tourism (already 3,000 beds in ANP area) which is also based on a successfully running agro-tourism network (since the 1980s) in the upper Aries valley (SE corner of ANP): The big number of 650 certified farms (espec. via Organisation Villages Roumains) is an important asset and good starting point for this Phare CBC project. ANP director met in November 2004 with 20 Romanian tour operators to inform about the future ANP visitor centre. ANP area is visited by some 300,000 people per annum, (mostly in July and August; 2/3 of visitors from RO, most foreigners come from HU), but there is yet no visitor survey in place. The designated ANP souvenir for tourists is a wooden pipe, a former communication tool of local people. The ANP slogan “*A park for nature and people*” reflects the importance of both features for the park management. *Vision* is to maintain the traditional local lifestyle without harming nature.

Visitors can be guided by local people who need a certificate from the Tourism Authority. They do not have yet any training on local park features or park management.

ANP has presently no zoning system but a special protected zone in the NW of the park with 14,272 ha. 75% of the park is forested (mainly spruce and beech; 80% state-owned; logging after 3-6 years natural rejuvenation); there is only one old-growth area. All hunting rights are owned by the government and leased to stakeholders (65% associations): Within protected areas no hunting is allowed but there is partly significant poaching in ANP. The forest roads are usually in very bad state. There are strong populations of deer, roe-deer, chamois and wild boar as well as good numbers of lynx, capercaillie, wolf and bear. Romsilva sells mushrooms and small quantities of berries.

There is also no sound database, supervising the various research activities.

Among the various environmental values, Apuseni mountains is Romania's key area for caving and bio-speleology (since the 1920s). There is a number of highly attractive caves espec. in the south but only a few are publicly accessible (most are “protected” through a custody contract given to NGOs). Research is centred at the Speleological Institute in Cluj.

While soft and traditional land use is and will always be typical for ANP, there are numerous human interventions in the park which are not compatible with a nature park resp. are damaging the character of the landscape and various valuable biotopes (illegal logging; quarries, waste sites, ski areas etc.). The future management plan will have to address these sensitive issues and start a resolution process.

The boundaries of ANP do not seem to be perfect, i.e. correction is needed both in terms of excluded some parts (e.g. the big reservoir on the upper Somes Calde in NE) as well as adding some

areas of high conservation value (e.g. karst ridge in the south and an Important Bird Area (IBA) at the highest mountain in the north).

ANP has already well established international contacts to north Italian regional parks (new group will visit Apuseni area in May 2005) as well as to French parks (e.g. parc Vercors). Special importance has the cooperation with the neighbouring NPs in Hungary, i.e. Körös-Maros and Hortobagy: Cooperation Agreements will be signed in the coming weeks, and joint projects are under preparation.

Radvani Forest Nature Reserve: This very small nature reserve (3 ha) is part of an IBA focusing on the fish ponds (since 1988) and managed by BFD-ANP via a custody contract with the EPA (Oradea). The managed wetland forest area is 232 ha (60 years old oak trees at low productive stands; selective cuts) but there is no clear management strategy (next inventory in 2006/2007). The reserve will now be extended into extensively used agricultural land to a total size of 5,000 ha (probably as a nature park), a step already endorsed by the 2 local communes (the name for the extended area has still to be decided, probably "Cefa Nature Park"). The fish ponds are managed by a private company.

The new visitor centre will be built at a beautiful opening of the forest, some 200 m from the access road. Visitor access, parking for buses and overall setting was not considered as the optimum by the Consultants. The wetland is still lacking a substantial scientific database (incl. mapping).

Körös-Maros National Park: This is in fact a 51,125 ha complex of separated protected areas, 6,400 ha are strictly protected and 3,200 ha Ramsar sites. 75% are puszta landscape, the rest are river banks, floodplains and wetlands with fishponds. From this year on 38,000 ha are administrated by the NP. It exists since 1997, a time when protected areas were not restituted to former owners (here 15,000 ha) and when another 13,000 ha of land were purchased. The NP is closely linked to the Hortobagy NP in the north and the Kiskunsag NP in the west, as well as in the south with the lower Maros floodplain nature park in Romania. The north-eastern limit, the Kis-Sarret wetland is neighbouring the Radvani forest reserve and Cefa fish ponds. Logo and most important species is the Great Bustard (410 individuals = 1/3 of the HU population): Eggs are bred and young animals kept in a 400 ha fenced enclosure to prevent predation. The NP runs a complex habitats reconstruction programme (2 wetlands at Biharugra with a total of 770 ha; 150 ha/year of puszta as feeding habitat of bustards and 20 ha of various forests). During migration, ten thousand(!) cranes rest in the NP. There is also breeding of Grey Cattle (HU gene pool) and 2 races of sheep. In a new EU project, 550 ha of wetland are being restored and various facilities are being built for animals and for the third (!) visitor centre. An EU Life project on the Red-footed Falcon includes 5 partners in HU and 2 in RO (NGO Milvus and EPA in Oradea).

The park has 64 staff persons, including 16 rangers, 15 office specialists and 7 PR & education persons. Surprisingly, it has only 18,000 visitors recorded (total may be over 50,000). The park is in fact not closely connected to local communes and is still struggling to gain full support (460,000 people in the entire county). Contact is held via 5 field offices to so-called "micro-regions". Stakeholder Councils are being established in the near future. The growing EU support to the communal infrastructure is felt as a threat to the NP. On the other hand there is a new cooperation with the producer of organic milk (Bio-Tej) advertising the NP. The NP Annual Program is dispersed by the TourInform Network (9 info points in county). Local tourism has only started (few pensions yet), e.g. for fishing and bird watching. Guiding is mainly done by park staff. The NP provides training at its eco-camp in Biharugra.

The Kis-Sarret wetland (Ramsar Site and Important Bird Area for migrating birds, espec. geese) along the RO border includes 2000 ha of fish ponds (500 ha managed as nature reserves), reed beds (colony of spoonbills), meadows/pastures (with endangered orchids and 40 Great Bustards) and over 400 ha of forests neighbouring the Radvani forest and Romanian pastures: These are the remnants of the former floodplain of Sebes-Körös (Crisul repede) river. Management, monitoring and research of both sites will have to be tuned and closely coordinated. There is a visitor info point and several wooden viewing towers. The natural bio-corridor with RO is reflected by Little Egrets nesting in Radvani forest and feeding in the HU fishponds; geese prefer to rest in HU where they are not hunted. A border crossing along the former road between Geszt and Cefa is under preparation.

Official cooperation is established via the RO-HU Environment Protection Committee which specifies i.a. the importance of co-operation between K-M NP and ANP. There is a need for joint monitoring (e.g. spreading of alien species, support of endangered species) and for channelling tourists (e.g. joint product of K-M NP and ANP). Romanians living in HU could guide RO tourists through the park, but there is yet no RO text offered on neither the NP website, brochures nor info boards.

2.2.2 Tender Dossier for Equipment Acquisition under Component 2 (Activity 2 of Comp. 1)

The following progress has been made during the Inception Period, in respect of the procurement activities:

☞ The Consultants have prepared a Procurement Plan for the Equipment and this has been presented to the Bihor Forestry Administration for information and records. This Plan has been prepared in consideration of the Project Fiche, the Financing Memorandum and the current status of the project.

☞ The Consultants have noted that the planned implementation dates for the commencement and completion of the Infrastructure Component no. 3 have not been co-ordinated with those originally intended for the supply of equipment. Equipment will be supplied prior to the completion date of each of the five (5) buildings, and that which requires installation, will have to be installed in a temporary location, prior to permanent installation, other equipment stored in temporary premises, and the installation of some equipment postponed, and delivery only being made. This will be reflected in the Tender Documents.

Equipment Needs Analysis

☞ Visits have been undertaken to the Apuseni Park and Retezat NP in Romania to assess requirements, and to the Körös - Maros National Park in Hungary to understand the equipment that they have in current use.

☞ Following these visits and the associated interviews with Key Management, Staff, Members of the Romanian Speleological Society, and consideration of the equipment lists and specifications provided by the Beneficiary, and the Consultants own assessment and analysis of needs, an Equipment Needs Analysis is now in the process of being prepared.

The Equipment Needs Analysis will make reference to a *Short List* compiled from the initial *Long List*, and this will refer to the agreed and approved current equipment priority requirements of the Management and Staff of the Apuseni Nature Park.

Cost Check against Approved Co-financing Budget

- ✍ Immediately following the completion of the Short List, it will be priced and a cost check will be made against the approved budget.
- ✍ The Consultants have commenced gathering equipment price data, so this activity will be completed promptly.
- ✍ Appropriate adjustments will be made in the list and the quantities to accord fully with the budget allocation. This will be as agreed and approved by the Beneficiary.

Tender Documentation for the Supply Tender

- ✍ The Consultants are currently drafting the Tender Documentation and the Specifications, for each item of equipment, in accordance with the EC Practical Guide requirements and professional practice.
- ✍ The *final short list of equipment*, and their respective Specifications, will be approved by the Beneficiary, before fully incorporating into the Draft Tender Documents.
- ✍ In accordance with the Consultants' drafted Procurement Plan, and the verbal instructions given by the Ministry of European Integration, the Tender Documents are planned to be completed by the end of May 2005. The Consultants have assumed in the Procurement Plan that this date allows for the approval of the Tender Documents by the Ministry of European Integration, and then the European Commission Delegation to Romania.
- ✍ The Consultants have commenced drafting the Procurement Notice, which will accompany the Draft Tender Documents, for approval. The Notice can be completed when the Final Short List of Equipment, the associated specifications and the division into Lots, are approved by the Beneficiary.

Terms of Reference for the Promotion of Tourism Programme under Component 5 (Activity 1 - Task 2 of Component 1)

- ✍ The Consultants have commenced drafting the ToR for the Tender for the Promotion of Tourism and this will be ongoing in May.
- ✍ The Terms of Reference will also be approved by the Beneficiary, and submitted to the Ministry of European Integration for approval, by the end of May 2005.
- ✍ Following the completion of the short list, it will be priced as a cost check against the approved budget.
- ✍ In turn the ToR will be submitted by the Ministry of European Integration to the European Commission Delegation to Romania, for Final Approval.

Conclusion

The procurement is being executed in accordance with the Programme, Procurement Plan and in accord with the Financing Memorandum and the Project Fiche.

2.2.4 Component 3 (*Draft Tender Documents for the procurement of the Infrastructure Component for five buildings.*)

Objective is to build one administrative centre and 4 visitor centres in ANP (including furniture and basic equipment). Plan is to finish all works by late summer 2006.

✍ The Ministry of European Integration has verbally requested the Consultants to briefly study the Draft Tender Documents, which have been prepared on behalf of the Beneficiary by National Technical Assistance, and submitted to the Beneficiary and the Ministry of European Integration for approval.

✍ The Consultants have not seen the Pre-feasibility Study or Feasibility Study so as to verify that the design is in accord with these studies.

✍ At this juncture, it is sufficient to say that *the Tender Documents seen were incomplete, and inadequate for the purposes of conducting a tender procedure according to EC requirements.* The Consultants' brief comments on the parts of the Tender Documents seen, are confirmed as follows:-

- ? Documents seen were not in accordance with the requirements of the European Union, and did not comply with the General Rules of the EC Practical Guide.
- ? The Documents are of poor quality and not co-ordinated.
- ? Technical mistakes and inconsistencies were apparent in the Documents.
- ? The Consultants could not be sure that the needs of the Beneficiary as would be outlined in the Pre-Feasibility and Feasibility Studies have been correctly incorporated in the Documents.
- ? EU Standard Tender Documentation was missing.
- ? The Bills of Quantities were inadequate, and did not accord with the Specification. Descriptions were not easily understandable.
- ? The Specification consisted of several merged sets of specification documents from other Tender Documentation, and these were not entirely related to a project. The Specification had not been edited and quality control had not been exercised.
- ? There was no reference to the FIDIC Standard Conditions of Contract First Edition 1999, or indeed the Particular Conditions of Contract applicable specifically to the project, the local conditions at each of the five (5) locations, as well as the specific conditions attached to the planning, construction and building permits and approvals, which also need to be incorporated.
- ? In addition, the outline Procurement Plan would appear to be over optimistic, and perhaps unlikely to be achieved, within the confines of the Financing Memorandum.
- ? No Engineer's estimate has been seen regarding the verification of the completed design with the budget referred to in the Financing Memorandum.

✍ The Terms of Reference for the Technical Assistance, incorporating the detailed Client Brief of the Bihar Forestry Administration, have not been seen.

✍ In the Contract Conditions between the Parties (in Romanian language), it is stated that the Project will be co-financed by the European Union, and the technical assistance contract most certainly implies that the EU Rules are to be followed.

✍ However, irrespective of the Consultants' brief comments, the Beneficiary has informed, that the Tender Documents have now been completed, and have been re-submitted to the Ministry of European Integration, directly by the Technical Assistance, for approval. This appears to be without the approval of the Beneficiary.

✍ There is no evidence that the Specification, Drawings and Bill of Quantities, fully reflect the Beneficiaries requirements. The Consultants initial study would demonstrate that there are some irregularities.

✍ The Consultants cannot be sure that the intended furniture, fittings and works in accordance with the requirements of the equipment to be supplied, have been incorporated into the Tender Documents. As the equipment list is in the process of being compiled, co-ordination has obviously not yet taken place. It is assumed that appropriate Provisional Sums will be incorporated in the Tender Documents to cover this area of risk and for the possibilities of additional builders work.

✍ It follows therefore that there is no further need for the Consultants to further comment. It is, in any case, outside of their current Terms of Reference, but of important interest in the overall co-ordination of the Consultants' activities.

2.3. COUNTERPART ORGANISATION AND STAFF

The ANP Directorate with 6 office and 4 field staff is presently housed in several buildings of BFD: The office of the Phare CBC project coordinator (the acting ANP Director) is centrally located at the BFD in Oradea, while the main administration office is at BFD branch in the city of Beius (ca. 60 km from Oradea): Here are

- ? the ANP biologist (presently vacant, will be replaced by 15 May 2005),
- ? the ANP public communications officer (now on maternity leave, returns on 15 May 2005),
- ? the ANP IT/GIS specialist,
- ? the ANP book-keeper and
- ? the ANP chief ranger.

Four rangers are presently employed and are operating from NFA facilities in ANP, another four rangers will be provided by NFA in mid 2005 and another seven by the end of 2006 (total of 15). This staff increase is agreed via a contract between the Ministry for Environment and Water Management and the NFA. The rangers are using various NFA buildings throughout ANP and at Radvani areas.

ANP is further supported by volunteers (cleaning works, research etc.) who receive per diem, transport and accommodation.

With respect to the size and accessibility of the mountain park and wetland as well as to the needs for preparing a comprehensive Management Plan for the two project areas, the ANP is presently clearly understaffed. However, after discussions with the acting Park Director and with the Director of NFA-BFD, BFD has agreed to secure both the above mentioned staff positions, as well as to provide the following **new staff**:

- ? ANP forest engineer (yet acting as ranger)
- ? ANP secretary (also skilled as interpreter/translator of Hungarian and English (from May 2005)
- ? ANP geologist/speologist (starting from July 2005)
- ? ANP wetland ecology expert (starting from July 2005).

In addition and as planned, **four new rangers** will be hired in the coming months by BFD for ANP.

This enlarged staff (18 persons in total in mid 2005) will allow to build up the managing team for ANP and RFR, and to provide the needed technical input into the preparation process of the new ANP and RFR Management Plan within the Phare CBC project. In addition, the Consultant has explained to the ANP and BFD directors that this team has to be significantly enlarged from 2006 on in order to cope with the growing management needs resulting from the new Management Plan in both protected areas. A related table with staff positions that will most-likely be needed in the future was provided by the Consultant on 21 April, and is annexed to this Report (see pages 32-33).

- ? A marketing expert (could be combined with communications person)
- ? 2 house-keepers for the 5 buildings, also securing maintenance of outdoor equipment (cars etc.)
- ? 5 visitor receptionists (4 could be part-time for the tourist season) at the information points.

Without this amount of personnel a sound park management does not seem realistic.

3. PROJECT PLANNING

3.1. COORDINATION WITH OTHER PROJECTS

Coordination is useful with the following projects:

- ? **Phare CBC project 2001 “Protection and Promotion of the Meadows of the Mures”:**
The new “Mures Floodplains Nature Park” with 17,000 ha exists since 2004. Together with the Radvani/Cefa wetland (RFR), they form the Romanian sites for the transboundary protected areas with the Körös-Maros NP in Hungary, in fact protecting two east-west bio-corridors between the Pannonian plain and the Carpathian mountains. The Romanian sites are 150 km apart but both are linked to the dispersed sites of the Hungarian NP. Close Phare CBC project coordination with the Hungarian NP administration was already strengthened on 18 April 2005, a visit will be paid during the Phare CBC project to the Lower Mures (Arad) in May. ANP staff are since long in close contact with all institutions. Close link between the Radvani area and the Hungarian Kis Sarret wetland will be a key subject in the coming months. On occasion of a short visit in Cefa on 21 April, the mayor informed that since 2004 a border crossing to the commune of Biharugra is already arranged during a annual 1-day event and will in the near future allow easy tourist visits at the 2 neighbouring protected areas of both countries.
- ? **World Bank/GEF Biodiversity Conservation and Management Project (2000-2005) - Institutional Change Facilitation and Technical Support for 3 Romanian National Parks (Retezat, Piatra Craiului and Vanatori Neamt):** This project has undergone a similar technical assistance (i.e. preparation of a MP and financing of new park infrastructure). This Phare CBC project will make effective use of various experiences made in particular at Retezat NP: A respective first meeting was held already on 15 April in Deva, a second one is planned for mid May in ANP area. A related second use will be the new manual and toolkit for “Protected Area Management Planning in Romania” (prepared by Fauna & Flora Interna-

tional in 2003), which summarises the results and conclusions of the related processes in the 3 mentioned NPs with respect to management planning.

3.2. PROBLEMS ENCOUNTERED AND REVISED PROJECT APPROACH

The following problems were encountered:

- ? The staff working in April 2005 for ANP and RFR is too small to fully manage ANP and RFR and to provide the needed inputs into MP preparation in the coming months. This constraint was assessed and resolved together with BFD director who secured on 22 April to hire more staff in May and the following weeks. This is expected to allow sound project execution. See further details in chapter 2.3.
- ? Working facilities and equipment (e.g. off-road car) of ANP are equally insufficient at the moment. Again, NFA-BFD director has offered in April both work places for the EU Consultants in Oradea, expert support from his staff and transport into the areas when-ever needed. Delivery of new equipment under the Phare CBC procurements, expected in the first quarter of 2006, will substantially improve the working capacities of ANP staff.

It is thus concluded that a revised project approach is not needed.

3.3. PLANNING FOR THE DURATION OF THE PROJECT

The **Work Plan** and **Output Performance Plan** for this Phare CBC project is shown on pages 26-27. Strategy for the execution is to combine:

- ? Meetings, Discussions and small workshops with ANP staff ("Core Team") to assess the situation, allocate tasks (e.g. search and draft texts for the MP), and to prepare contents and finalise outputs of the Stakeholder Workshops.
- ? Stakeholder meetings (kind of interviews) with all relevant stakeholders in the project region, including ANP bodies (Scientific Committee, Consultative Committee).
- ? Stakeholder Workshops (in July and September to develop the draft MP).

Past experience and the legal prerequisite for preparing a management plan in Romania requires a minimum period of 2 years. Within the given period of project time (150 work days), the project cannot secure the final approval and endorsement by Romanian Authorities as well as the publication of the new Management Plan. Priority will be given to prepare in a rather short period a solid draft MP that will be prepared with involvement of all key local stakeholders and has at the end of the project already gained their support. The rather quick and early production of this plan is also important with respect to the needs of other Components, notably no. 4 and 5. Their execution will benefit from agreed MP objectives, themes and protected area zonation.

The thematic steps of MP preparation are:

1. Preparation of Planning

- Legal and policy framework, establishment of Core Team
- Stakeholder Analysis and Participation Plan
- Stakeholder contacting and information
- Management Zones and other Boundaries

2. Drafting the Management Plan

- Introduction and Context of the Plan
- Site description of Apuseni mountains and Radvani wetland; the forest and wetland corridors
- Goal of the plan, Main Themes (incl. tourism), Objectives and Indicators
- Management Actions, crosscheck and indicators
- Monitoring Actions and Monitoring Plan
- Planning priorities, relating to timetables and key collaborators
- Plan Resources and Budgets
- Plan Approval, Endorsement and Publishing
- Annual Work Plans

3. Follow-up Activities

- Developing Protected Area Regulations
- Monitoring and recording plan performance
- Updating the Plan.

A special situation is given by the fact that this MP is to be prepared under the present circumstances as one document for actually two very different protected areas, which in the future may be managed by separate institutions. It is therefore proposed that the plan will be worked out in such a way that all chapters will address the two areas separately (as much as logical), so that in the future a splitting into two MPs will be possible without major effort.

The **Proposed Structure of the MP** is shown on page 25.

The **Work Plan for developing the MP** is given on pages 26-27.

As the second output regarding new equipment and tourism concept, a Procurement Notice and Dossier (with technical specifications for supply contract) for equipment acquisition and the ToR for the tourism programme (service contract) will be produced as well as related Tender Evaluation Reports.

Proposed Structure of the Management Plan

CHAPTER 1 INTRODUCTION AND CONTEXT
1.1 Short description of the plan, its goals and objectives
1.2 Goal and categories of the protected areas
1.3 Legal basis for the protected areas and the plan
1.4 Process of plan development
1.5 Procedure for modifying and updating the plan
1.6 Procedure for implementation of the plan
CHAPTER 2: PROTECTED AREAS DESCRIPTION
2.1 General Information (including zoning and relevance to the trans boundary bio-corridor)
2.2 Physical Environment
2.3 Biotic Environment
2.4 Socio economic and cultural information: Historical
2.5 Socio economic and cultural information: Current situation
2.6 References and Bibliography
CHAPTER 3 GOAL, THEMES AND OBJECTIVES
Management Goal
Management Themes (Themes are likely to include Protection, Species and Habitat Management, Tourism and Recreation, Awareness, Information and Education, Sustainable Use, Community Development, Effective Management and Administration, Monitoring, but may also include other special issues relating to the protected area)
Themes
Evaluation/Rationale
Objective
Actions
CHAPTER 4 IMPLEMENTATION
4.1 Priorities and Timetable
4.2 Resources and Budget

(based on: Appleton M. 2003: Guide to Protected Area Management Planning in Romania)

A. Work Plan for Preparing Tenders and Developing a Protected Area Management Plan										
ACTIVITY	Method	Time Active in 2005								
		April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
1. Inception Period	Meet stakeholders and draft work plan									
2. Procuring equipment and services (Activity 1 - Task 2 and Activity 2)										
Assess procurement needs, prepare Tender Dossier (equip.) and ToR (tourism), and submit to MIE	Meetings with ANP staff and other stakeholders to collect / prioritize items, and agree with NFA-BFD									
Participate in evaluation sessions and assist reporting	Evaluation Committee sessions at MIE in Bucharest									
3.1. Preparing for protected areas management planning (Activity 1 - Task 1)										
Build the Core Team	Selection by ANP Park Dir. and TL									
Establish the legal and policy framework	Research (legal expert and Core Team)									
Inform stakeholders and gather views and opinions	Meetings and circular letter of invitation									
Identity Management Zones	ANP Core Team workshop (1 day)									
3.2. Compiling Information										
Compile the Introduction and Context of Protected Areas	Individual assignments - reports back to Core Team									
Compile the Site Description										
3.3. Planning										
Define The Goal of the Plan	Workshop I									
Define the Main Themes for the Management Plan	(Core Team + invited Key Stakeholders: 2 days)									
Present and Evaluate the Information for each Theme	Small group assignments with report back to group									

ACTIVITY	Method	Time Active in 2005									
		April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
Write objectives and identify Indicators	Workshop II (Core Team with invited key stakeholders: 2 days)										
Identify topics for each objective											
Identify the best management option for each sub-theme											
Prescribe management actions, crosscheck against evaluation and objectives and add indicators	Small group assignments with report back to Team										
Identify and plan monitoring actions	Core Team meeting										
Assign priorities, timetables and key collaborators	Small group assignments with report back to group										
Plan Resources and Budgets	Park Manager and Financial Manager										
Collate Draft Protected Area Regulations for separate approval	Core team with invited collaborators										
3.4. Endorsement, Publication and Dissemination											
Secure Plan Approval and Endorsement	Park Manager and Protected Areas Authority										2006
Publish the Plan	Formal launch and dissemination events										2006
Develop Annual Work Plans	Functional units of the Protected Area Team									Plan '06	
B: Project Outputs and Reports											
DELIVERABLES	Method	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
Inception, 3 Progress and Final Reports	Draft, agree with beneficiary and submit to MIE	IR		PR I		PR II		PR III		FR	
Procurement Notice & Dossier, ToR Tourism, 2 Tender Evaluation Reports, Management Plan	Draft, agree with beneficiary and submit to MIE		PN&D, ToR					TER		MP	

Work Programme for the next reporting period

ACTIVITY	Method	Time Active in 2005	
		May	June
A. Work Plan for Preparing Tenders and Developing a Protected Area Management Plan			
2. Procuring equipment and services (Activity 1 - Task 2 and Activity 2)			
Assess procurement needs, finalise Tender Dossier (equip.) and ToR (tourism), and submit to MIE	Meetings with ANP staff and other stakeholders to collect / prioritize items, and agree with NFA-BFD		
3.1. Preparing for protected areas management planning (Activity 1 - Task 1)			
Build the Core Team	Selection by ANP Park Dir. and TL		
Establish the legal and policy framework	Research (legal expert and Core Team)		
Continue inform stakeholders and gather views and opinions	Meetings and circular letter of invitation		
Identity Management Zones	ANP Core Team workshop (1 day)		
3.2. Compiling Information			
Compile the Introduction and Context of Protected Areas	Individual assignments - reports back to Core Team		
Compile the Site Description			
B: Project Outputs and Reports			
DELIVERABLES	Method	May	June
Inception, 3 Progress and Final Reports	Draft, agree with beneficiary and submit to MIE		PR I
Procurement Notice & Dossier, ToR Tourism, 2 Tender Evaluation Reports, Management Plan	Draft, agree with beneficiary and submit to MIE	PN&D ToR	

3.4. CONSTRAINTS, RISKS AND ASSUMPTIONS

A first constraint is the limited overall time that the Consultants can spend in the project (compared to the desired minimum two years recommended in Romania), a second is the deadline set by the MIE for submitting the tender documents (i.e. end May 2005). This could lead to weakness in preparation and texting of the plan.

A risk exists with the availability of new staff at the BFD-ANP: New personnel (in particular secretary, biologist, wetland ecologist, geologist/speleologist and PR education experts), which is crucial for the process, was announced to start working between mid May and June/July, depending on their availability for this new job.

Another risk exists that key stakeholders can eventually not attend the region-wide workshops or not accept and endorse the results agreed in these meetings. This could lead to a blocking or even failure of the process.

Another risk exists with the time of supply of procured equipment (Component 2) in relation to the completion of infrastructure (Component 3). There is already today a serious delay of related tendering of the infrastructure and it may be that it will not be finished before the expiry of the Financing Memorandum (i.e. 30 November 2006). In a similar situation, staff of Retezat NP are presently housed in an interim office due to the long delay of construction works in their new administrative building.

A further risk exists with the fact that the two protected areas are very different in their character/management needs and size. This could lead to non-proportional allocation of time to assess the various technical aspects in their management.

It is assumed that all ANP staff, involved NFA-BFD staff as well as representatives from the various stakeholders will be interested and ready to engage in the planning process during the expected periods (meetings, internal and region-wide workshops), and that they will provide constructive comments and contributions for the plan.

3.5. PLANNED OUTPUTS

The planned outputs and results of this project are:

- ? **Management Plan** for the concerned protected areas: Upon completion within this Phare CBC project, this MP will still have to be formally approved and accepted by Romanian Authorities, presumably taking longer than the period of this assignment contract. The question whether and how this plan could/should later on be split into two separate elements (i.e. for each of the two protected area) will be discussed during the planning process. If needed, the MP will be written in such a form that its splitting would not pose a technical problem.
- ? **Procurement Notice** and standard Tender Dossier including Technical Specification for the **Supply Contract of equipment**:
- ? **Terms of Reference for the Service Contract of the tourism programme** :
- ? **Tender evaluation reports** drafted for both of the tender procedures.
- ? **Inception Report, Progress Reports and Final Report** (in English and Romanian): These will be prepared according to the work and deliverables plan.

The timeline for producing the Outputs is given on page 27.

PHARE CBC PROJECT

STAFF NEEDED TO OPERATE APUSENI MOUNTAINS NATURE PARK AND RADVAN/CEFA AREA

(proposal 21 April 2005)

MP Management Plan

NP Nature Park resp. National Park

Staff position (Department of NP)	Staff needed for Apuseni NP		
	Phare CBC Project (May 2005)	MP implementation (Jan. 2006)	Fully operative NP (2007)
1.1. Director	Park Director	Park Director	Park Director
1.2.		Deputy Director	Deputy Director (Apuseni)
1.3..	Secretary	Secretary Dir.	Secretary Dir.
2.1. Ecology	Biologist	Zoologist (large fauna)	Zoologist (large fauna)
2.2.			Zoologist (small fauna + caves)
2.3.	Wetland ecologist (30% part-time)	See section Radvani (Cefa)!!	
2.4.		Botanist	Botanist (agric. habitats)
2.5.			Botanist (karst habitats)
3.1. Landscape Management	Forest engineer (30% part-time)	Forest engineer	Forest engineer
3.2.		Agricultural engineer	Agricultural engineer
3.3.	Geologist-speleologist (30% part-time)	Geologist-speleologist	Geologist-speleologist
4.1. Administration	Legal advisor (15% part-time)	Legal advisor	Legal advisor
4.2.	Bookkeeper	Bookkeeper I	Bookkeeper I
4.3.		Bookkeeper II	Bookkeeper II
4.4.		Staff Secretary	Staff Secretary
4.5.	Fac. Keeper/ Driver	Facility Keeper	Facility Keeper Sudrigiu
4.6.			Facility Keeper Padis

5.1. Communi-cations	PR / environmental edu-cation	PR / environm. education	PR / Marketing
5.2.			Environmental education
5.3.		Outreach expert	Outreach expert
5.4.	IT/GIS expert	IT/GIS expert	IT/GIS expert
5.5.		Chief visitor centers	Chief visitor center Sudrigiu
5.6.			Visitor info point Padis
5.7.			Visitor info point Doda Pili
5.8.			Visitor info point Garda Arieseni
6.1. Field Survey	Chief Ranger	Chief Ranger	Chief Ranger
6.2.	Park Ranger I	Park Ranger I	Park Ranger I Padis
6.3.	Park Ranger II+III	Park Rangers II-V	Park Rangers II-V
6.4.	Park Ranger IV-VIII	Park Rangers VI-VIII	Park Rangers VI-XV

Staff position (De- partment of man- agement unit)	Staff needed for Radvani wetland (Cefa)		
	Phare CBC Project (May 2005)	MP implementation (Jan. 2006)	Fully operative NP (2007)
7. 1. Directorate		Director	Director
7.2.		Secretary (50%)	Secretary
8.1. Ecology		Wetland ecologist	Wetland ecologist
8.2.		Zoolog. (ornithol.) 30%	Zoologist (ornithology)
8.3.		Botanist (30%)	Botanist
9.1. Landscape Management		Agricult. engin. (50%)	Agricultural engineer
9.2.			Forest engineer (50%)
10.1. Communicat.		PR and outreach	PR + education
10.2.			Visitor center Cefa +Outreach
11.1. Administration		Bookkeeper (50%)	Bookkeeper
11.2.		Facility Keeper	Facility Keeper
12.1. Field Survey		Chief Ranger II	Chief Ranger II
12.2.		Ranger IX	Rangers XVI + XVII

Phare CBC project – Component 2

Supply of Equipment for a Biodiversity Monitoring Programme, Bihor, Romania

PROCUREMENT PLAN of 25th April 2005

ACTIVITIES	Phase	Date	Comments
Preparation of Tender Documents including Procurement Notice	I	12th.April to 30th.May 2005	The documents will be prepared by the Phare RO 2003/005-702.01.01 Technical Assistance with support from the Beneficiary (needs to have enough financial and human resources).
Submission of final draft Tender documents including Procurement Notice and Technical Specifications to the MIE	I	25th May 2005	NOTE: It will be specified in the tender dossiers and in the Contracts that the new buildings will NOT be ready to receive the supplies until the end of the CBC project (November 2006). Most supplies will need to be placed in temporary locations; then when the buildings are completed, the supplies will need to be relocated and only then be installed. Only some supplies can be installed upon receipt.
Final comments on documents submitted and final revision of documents	I	29th May 2005	TA in communication with MIE
Submission of Tender Documents including Procurement Notice to Ministry of European Integration	I	30th May 2005	
Submission of final version of documents together with the beneficiary agreement on Technical Specifications to European Commission Delegation	I	10th June 2005	
Approval and Publication of Procurement Notice	I	30th June 2005	Tender Launch will be by the Ministry of European Integration, from whom it is assumed that the Tender Documents will be available from, for collection by the prospective tenderers.
Deadline for submission of offers: 60 days from the PN publication	I	29th August 2005, 12:00 hours	Received by Ministry of European Integration
Last date for questions from the Tenderers: 21 days before the deadline for submission of offers	I	8th August 2005	Received by Ministry of European Integration
Response to Questions from Tenderers: 11 days before the deadline for submission of offers	I	18 th August 2005	Provided by Ministry of European Integration and the National Forestry Administration – Bihor Forestry Directorate.

ACTIVITIES	Phase	Date	Comments
Attendance at Site Visit and Conference	I	-----	None planned
Tender Opening and preparation of Tender Opening Report	I	29 th August 2005, 12:30 hours	Managed by the Ministry of European Integration, supported by Technical Assistance and located at the Offices of the Ministry of European Integration in Bucharest, Romania.
Tender Evaluation and preparing Tender Evaluation Report	I	29 th August to 8 th Sept. 2005	Managed by the Ministry of European Integration, supported by Technical Assistance and located at the Offices of the MIE in Bucharest, Romania.
Submission of the Tender Evaluation Report to the EC Delegation	I	8 th September 2005	Managed by the Ministry of European Integration
Approval of Tender Evaluation Report	I	30 th September 2005	Ministry of European Integration in Bucharest, Romania, European Commission Delegation to Romania.
Preparation of Contracts and Signature	II	21 st October to 10 th November 2005	The Contracting Authority requests the successful tenderer to submit the evidence required by the tender dossier to confirm the declaration made in the tender submission form within 15 days of the date of the notification letter. The Contracting Authority must examine the evidence submitted before sending the contract to the tenderer for signature.
Signature of the contract	II	20 th October 2005	Managed by the Ministry of European Integration
Agreement of Delivery, Installation and Training Schedule	II	21 st October 2005	Managed by the Ministry of European Integration and supported by the National Forestry Administration – Bihor Forestry Directorate
Assistance with project management and administration of the supply contract	II	21 st October 2005 to February 2006	Ministry of European Integration through the NFA - Bihor the Forestry Directorate. NOTE: The National Forestry Administration does not have sufficient resources and skills to manage the post contract administration. As far as we know no technical assistance is being provided for this very important part of the project implementation
Supervision of Deliveries	II	21 st October 2005 to February 2006	National Forestry Administration – Bihor Forestry Directorate (needs to have enough financial and human resources) [NOTE: It will be specified in the tender dossiers and in the Contracts that the new buildings will NOT be ready to receive the supplies. All supplies will have to be delivered and some installed in temporary locations; then when the buildings are completed, the supplies need to be relocated and then re-installed. This will have to be a contract condition with the supplier.]
Supervision of Installation	II	February to March 2006	National Forestry Administration – Bihor Forestry Directorate (needs to have enough financial and human resources) [NOTE: It will be specified in the tender dossiers and in the Contracts that the new buildings will NOT be ready to receive the supplies until end of the project (November 2006). Some supplies will have to be installed in temporary locations; then when the buildings are completed, the supplies need to be relocated and then re-installed.]
Supervision of Testing and Commissioning	II	March to April 2006	National Forestry Administration – Bihor Forestry Directorate (needs to have enough financial and human resources)

ACTIVITIES	Phase	Date	Comments
Supervision of Suppliers Training Programme	II	April 2006 to May 2006	National Forestry Administration – Bihor Forestry Directorate (needs to have enough financial and human resources)
Supervision of Provisional Acceptance of supplies including all receipt of documentation including guarantees and warranties, spare parts, tools, original software, manuals	II	19 th May 2006	Ministry of European Integration [Provisional acceptance could be on 19 th May 2006]
Relocation of installed equipment to new building, removal, installation, re-testing, re-commissioning and provisional acceptance.	II	November 2006 to December 2006	To be executed by the suppliers NOTE: It is important that for the installed equipment that this is undertaken by the supplier to ensure that there is no cut off of the guarantees and warranties. This is particularly applicable to Computer Equipment.
Supervision of rectification of defects during defects notification period	II	19 th May 2006 to 18 th May 2007	Ministry of European Integration through the NFA - Bihor the Forestry Directorate (needs to have enough financial and human resources) [NOTE: Part of this occurs AFTER the Financing Memorandum expires. NOTE: Is it intended to extend the defects notification period, otherwise it will be too short.
Supervision of Final Acceptance	II	18 th May 2007	Ministry of European Integration through the NFA - Bihor the Forestry Directorate (needs to have enough financial and human resources). NOTE: The Financing Memorandum expires on the 30 th November 2006. Therefore, the Supplier has to provide a Performance Guarantee at the beginning of the contract..
Commencement of Service Agreement signed with the Contractor for the Supplies	II	18 th May 2007 to 17 th May 2009	NOTE: This also needs to be managed by the Beneficiary, as part of the Planned Maintenance.
Execution of Planned Maintenance Programme	II	17 th May 2009 to end of lifetime of equipment.	The Beneficiary needs to have enough financial and human resources. NOTE: It is very important that the Forestry Administration have a Planned Maintenance Programme for all equipment. It is apparent from observations, that there is no real maintenance planning, and merely repairs are made on and as and when basis. Vehicle maintenance is completely absent and the Forestry Administration do not have a workshop or resident mechanic. Individual management and staff are expected to execute their own maintenance of vehicles.

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