



EMBASSY OF SWEDEN

Київ

Посольство Швеції

Відділ з питань розвитку співробітництва (Sida)

**Запрошення до участі в тренінговій програмі «Інтегровані процеси –
стале водопостачання, водопровід та каналізація»**

Шановні панове!

Запрошуємо Вас до участі у тренінговій програмі «Інтегровані процеси –
стале водопостачання, водопровід та каналізація» яка відбуватиметься з **30
серпня по 17 вересня 2010 року** в місті Люнд (Швеція). Програма також
включає навчальний семінар (**лютий/березень 2011 року**) що його буде
проведено в однієї з країн – учасниць. Відділ освіти Люндського
університету є адміністратором програми. Робоча мова програми –
англійська. Учасники повинні мати вищу освіту та досвід практичної
роботи не менш ніж 5 років. Більш детальна інформація про тренінгову
програму міститься в брошурі – запрошенні, що додається разом з
аплікаційною формою.

Мета програми полягає в покращенні знань учасників щодо інтегрованих
підходів та організаційних та інституційних змін, що мають забезпечити
стале водопостачання та надання санітарних послуг (водопровід та
каналізація) в містах.

Усі витрати, пов'язані з проведенням тренінгу, включаючи харчування та
проживання, бере на себе Шведське Агентство з питань міжнародної
співпраці та розвитку (Sida), окрім особистих витрат учасників. Учасниками
самостійно оплачується переліт до та з Швеції під час першого етапу
програми. Sida оплачує міжнародний переліт під час проведення другого
етапу – навчального семінару в однієї з країн-учасниць.

Останній день прийому заявок – **03 березня 2010 року**.

Заповнені аплікаційні форми Ви маєте надіслати до Посольства Швеції в
Україні за наступною адресою: вул. Івана Франка, 34/33, м. Київ, 01901.



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34/33 vul. Ivana Franka
01901 KYIV

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ADVANCED INTERNATIONAL TRAINING PROGRAMME 2010

267

Sustainable Urban Water and Sanitation – Integrated Processes

In Lund, Sweden, August 30 - September 17, 2010

Regional seminar in one of the participating countries

February/March, 2011

Invitation

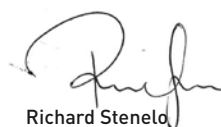
The Swedish International Development Cooperation Agency (Sida) offers, as part of its bilateral development assistance, Advanced International Training Programmes of strategic importance to the social and economic development in the participants' countries. The International Training Programmes are specially designed for persons qualified to participate in reform processes of strategic importance on different levels and holds a position in home organisation with mandate to run processes of change. This methodology is based on the assumption that your country wish to carry out changes and are willing to invest own resources to achieve these changes. In the long-term perspective the programmes shall contribute to institutional strengthening and capacity development in the participants' countries.

Training is focused on support to individual or team plans for change. The plan shall be well established in the participant's organisation and is a basic part of the programme concept.

In this brochure you will find information on the specific objectives for this particular programme, its content and structure, and how and when to apply. You will also find an application form.



Anders Nordström
Director General
Sida



Richard Stenelo
Director
Lund University Commissioned Education

In cooperation with Lund University a Sustainable Urban Water and Sanitation – Integrated Processes programme has been developed. Lund University, the Division of Water Resources Engineering will carry out the programme under the auspices of Sida. The Division of Water Resources Engineering has a good reputation and long experience of education and research in this field.

The training programme, which will be conducted in English, is designed for medium to top level managers and others in a managerial position working with policy- and development issues within the national urban water and sanitation sector including public authorities and other local or regional authorities. This includes people with an affiliation to health-, environmental-, waste and the city planning sector. The overall objective of the programme is to provide the participants with understanding and knowledge about the need for integrated approaches and the organisational and institutional changes that are necessary for a sustainable provision of water supply and sanitation services in urban areas.

The number of participants is limited to 25 in order to ensure a close working relationship between participants and lecturers. We hereby invite you to nominate candidates.

Programme Objectives

The overall objective of the programme is to provide the participants with understanding and knowledge about the need for integrated approaches in provision of sustainable water supply and sanitation services in urban areas. It is also to increase the participant's capacity to initiate organisational and institutional changes necessary for a sustainable provision of these services.

Implementation of the various recommendations on water supply and sanitation services that have come out of international conferences and meetings over the last 20 years has been extremely slow. Thus, there is an urgent need for change, and the training programme aims to provide the participants with tools for change management. Thereby, the programme will generate change processes that contribute to the development of sustainable systems for urban water supply and sanitation in the home countries of the participants.

At the end of the programme, the participants will have:

- Widened their knowledge and gained a self-confidence that will improve their capacity to initiate and manage change processes towards integrated and coordinated

approaches that are relevant to their own organization as well as their countries at large.

- Strengthened their ability to analyze, assess, and evaluate needs for technical and institutional changes in order to create sustainable alternatives for sustainable urban provision of water supply and sanitation services.
- Acquired an understanding of the preconditions for participatory and genuinely cooperative implementation processes for sustainable water supply and sanitation services.
- Developed a deeper understanding of the conditions of urban water supply and sanitation in the countries of the other participants.
- Made themselves familiar with some tools that improve their ability to share the knowledge and experience that the training programme has given them.

The overarching objective of the programme is to create change processes that promote sustainable water use and provision of urban water supply and sanitation services that improve the livelihoods of the urban poor.

The programme deals with technical methods or systems, but the focus is on the need for a holistic framework where planning and implementation of the

services is undertaken in a transparent and trust-building way.

Contents

The training programme will involve work for the participants during approximately 1.5 years. During this period, the participants will work together with their fellow countrymen in the programme. After that we expect change agendas to continue developing and cooperation to be established between earlier and subsequent batches of participants.

Part 1 – starts before the training in Sweden. During this part the participants will carry out preparatory work aiming to identify the most severe urban water and sanitation problems in their countries. To this end, participants should contact the other participants from their respective countries and discuss the following issues:

- What policies and regulations are there concerning urban water supply and sanitation?
- How well are they heeded in reality?
- What changes are most urgent for the achievement of sustainable services with a clear poverty focus?

Part 2 – In Sweden the participants will develop strategies for addressing some of the problems identified, based on lectures, knowledge exchange with partici-

pants from other countries, training activities and study visits, with support from their tutors from Lund University. The programme in Lund will address the following topics:

1: Problem definition. What do we mean by sustainable urban water management? What changes are needed to achieve it? **2:** Wastewater treatment systems **3:** Methods for treatment and distribution of drinking water **4:** Integrated aspects on health and the urban environment

5: Implementation processes for change towards sustainable urban water supply and sanitation.

Part 3 – In their home countries the participants will work with their change processes with support from their tutors in Lund through ICT and e-mail.

Part 4 – A regional seminar in one of the participating countries where the development of the change projects will be presented by the participants as a status report. There will be a discussion of results, future goals, development of the country-based change processes.

Part 5 – Follow up after some additional 6 months. Further communication between group members will be possible through ICT. Projects to be presented in a joint report.

Programme Structure

Date and place

Part 2 of the training programme will take place during the period of August 30 – September 17, 2010 in Lund, Sweden. A regional seminar will be held in one of the participating countries during one week in February/ March 2011. All participants attending the training in Sweden will be invited and it is mandatory to participate in the regional seminar. Travel costs to the regional seminar are covered by Sida. Place and exact dates for the regional seminar will be decided later.

Teaching

The programme comprises lectures, workshops, case sessions, study visits and a project work. Lectures by invited experts on the key areas will be held. A number of study visits will be made to projects focusing on sustainable solutions to Urban Water and Sanitation problems.

The change management work will be initiated before arriving to Sweden and will go on during the whole period of the training programme. We encourage applicants to team up with fellow

countrymen from other organizations in order to increase the capacity to create sustainable change processes i.e. processes that affect a problematic urban water and sanitation situation to the better, especially for poor people.

Management and staff

Programme management

Dr Lars Bengtsson, Professor in Water Resource Management since 1977, *Dr Ronny Berntsson*, Professor in Water Resource Management since 2000, *Dr Peder Hjorth*, Senior Lecturer at the Division of Water Resources Engineering, Lund University. These people will be in charge of the design, content and execution of the training programme.

M.sc. Maria Flores, Project Manager and *M.sc. Emma Alfredsson*, Project Coordinator, Lund University Commissioned Education. Responsible for the programme as a whole, including the overall coordination and administration.

Participation

The programme is designed for persons in managerial positions, working with policy- and development issues within the local and regional urban water and sanitation sector including public authorities, companies and non-profit-organisations (NGOs) working with urban water and sanitation. Candidates from selected countries in the following regions are welcome to apply; Africa, Asia, Central and Eastern Europe, Latin America and Middle East.

Having more than one participant from the same country improves the preconditions for work with change processes and increases the possibilities to apply the gained knowledge and experience from the training in practice when returning home. Therefore, the programme encourages applicants to apply as “country teams” where the participants should come from different organisations but have a mutual commitment to change away from the “business as usual” approach to service provision. Note! Even if you apply as a team, everyone must fill in an individual application and will be evaluated on this application. **However, applicants that have shown an initiative to form teams, will be given preferential treatment in the selection process.**

Target Group:

Medium to top level managers and others in a managerial position, working with policy- and development issues

within the national urban water and sanitation sector including public authorities and other local or regional authorities. This includes people with an affiliation to health-, environmental, -waste, -traffic and the city planning sector.

The participants should have at least 3 years of work experience and a good knowledge of and insight in the urban water and sanitation situation in their home country. Necessary qualification is B.A, B.Sc. or equivalent degree. An active participation and discussions of the situations in the participants’ home countries will be expected during the programme. It is very important that the participants complete all required assignments during all parts of the programme. Women are encouraged to apply to the programme since we strive to obtain an equal gender distribution. It is necessary that all participants have access to internet. A lot of the work will be performed and communicated using an internet based platform for education.

Language requirements

The training programme will be organized and conducted in English and consequently high proficiency in the English language is required. Candidates should be able to provide trustworthy certification of their language skills, preferably by submitting results from an internationally recognized language test.

From countries where English is not an official language, an English language test should be made with an official body in the home country of the applicant, unless the applicant can provide other documentation to support her/his ability. The Swedish Embassy/Consulate does not carry out language tests but may be able to recommend appropriate language institutes for conducting tests.

Due to the character of the programme family members are not allowed to accompany participants to the programme.

Application Process

**Closing date for application is
March 3, 2010.**

Applications submitted after closing date will not be considered. Application should preferably be filled out in the application form on our webpage: www.education.lu.se/sida/water. After having filled out the form, print it, sign it and attach the required photograph

and documents. Alternatively the application can be written legibly on the special form enclosed. It is very important that all contact information such as e-mail, fax and telephone numbers are filled in accurately.

All applicants should include a confirmation from their employer that he/she is prepared to pay the air ticket to Sweden and will allow the applicant to dedicate the time necessary in the development of their projects during all parts of the programme. When necessary, the application should also be approved by the official nominating authority in the country.

The application should be submitted to the nearest Swedish Embassy/Consulate. If there is no Swedish Embassy/Consulate in the applicant's country, the application should be submitted directly to the Program Secretariat at Lund University Commissioned Education.

Selected applicants will be notified by e-mail, so please provide an updated e-mail address. Once accepted, you must confirm your participation. An invitation letter containing additional information on the programme and the practical arrangements will then follow.

Cost of Participation

The Swedish International Development Cooperation Agency (Sida) will

cover all training cost such as lectures, literature, documentation, study tours and certain social activities as well as board and lodging.

Sida does not cover the international travel cost to and from Sweden. Sida does cover the international travel cost in connection to the regional seminar of the training programme. Personal expenses are not included.

Accommodation

All participants will be accommodated in a single room with shower and toilet at the Hotel Sparta in Lund. At Hotel Sparta you have access to a kitchen with a fridge, storage space and cooking facilities.

Visa

Participants are responsible for obtaining all visas necessary for their journey and stay during the training programme. The visa should be valid for the whole period of the programme and the passport should be valid for three months longer than the entry visa. Inquires should be directed to respective Swedish Embassy/Consulate alternatively other Schengen representation as soon as possible after acceptance into the programme. Participants visiting other countries on their way to or from Sweden must ensure that correct visas are obtained before leaving home country,

Contact information

The address for all communication is

Programme secretariat:
Lund University Commissioned
Education
Address:
Att: Maria Flores
Box 117, SE-221 00 Lund,
Sweden

Telephone: +46 46 222 07 54
Fax: +46 46 222 0750

E-mail: Maria.Flores@education.lu.se
Webb: www.education.lu.se/sida/water

especially for countries not included in the Schengen agreement.

The costs for obtaining visas are carried by the participant. For more information, this website offers Swedish visa information: <http://www.migrationsverket.se/english.html>

Insurance

All participants are covered by a group insurance while in Sweden and on organised tours during the programme. This insurance includes costs for medical care in the event of acute illness or accident. Medical and dental check-ups are not included.

ADVANCED INTERNATIONAL TRAINING PROGRAMME 2010 AT LUND UNIVERSITY

Lund is situated in south-western Sweden, in the province of Scania (Skåne). The city was founded in the tenth century and still possesses a quaint, old-town atmosphere with winding streets and picturesque houses. Today, the city of Lund has approximately 100.000 inhabitants. Lund University was inaugurated in 1668. Located at the threshold of continental Europe, Lund University is now a major international institution. It is the largest single establishment for research and higher education in Scandinavia, comprising seven faculties (theology, law, medicine, humanities, natural sciences, social sciences, and technology) as well as schools for social work, physical therapy, education, music and drama. Approximately 35,000 students, including 3 000 post-graduates, are enrolled at the University. A number of research institutions, hospitals, research based industries,

libraries and museums are also located on and around the university grounds.

The Division of Water Resources Engineering

The Division of Water Resources Engineering has long been active in research and education in Urban Water and Sanitation and belongs to the Faculty of Engineering at Lund University. It provides courses at the undergraduate level within the School of Civil Engineering program and the Environmental Engineering program, and it has its own doctoral program.

The Department of Water Resources Engineering has been involved in research cooperation with developing countries since the 1970s and has offered international training programmes for some fifteen years. The Department provides an international envi-

ronment with faculty and graduate students from countries like Australia, Bolivia, Brazil, China, Egypt, Iran, Mozambique, Poland, and Vietnam.

Lund University Commissioned Education

Lund University Commissioned Education is a division of the university specializing in the marketing, sale and quality assurance of commissioned education from Lund University. The university departments are responsible for the content of the training programmes, while Lund University Commissioned Education takes care of the administration of the training programmes. The division is currently involved in nine international training programmes at Lund University.

SWEDISH INTERNATIONAL DEVELOPMENT COOPERATION AGENCY

Address: SE-105 25 Stockholm, Sweden.
Visiting address: Valhallavägen 199.
Phone: +46 (0)8-698 50 00. Fax: +46 (0)8-20 88 64.
www.sida.se sida@sida.se





Programme in Sustainable Urban Water and Sanitation – Integrated Processes (267), In Lund, Sweden, August 30–September 17, 2010
Regional seminar in one of the participating countries
February/March 2011

FOR OFFICIAL USE OF THE SWEDISH EMBASSY

Received application by administration:

Sign _____ Date _____

Comment, see attached note

APPLICATION FORM (Typewriting or block letters)

The _____ Country _____
(name of nominating organisation/institution/company)

nominates _____
(name of applicant)

**To the programme Sustainable Urban Water and Sanitation – Integrated Processes (267), In Lund, Sweden,
August 30 – September 17, 2010
Regional seminar in one of the participating countries February/March, 2011**

Reasons for nomination _____
(obligatory)

Date _____

Signature of nominating organisation/institution/company _____

(When necessary/applicable)

The Nomination is approved by (name of authorising authority) _____ in accordance with local rules.

Date _____ Signature of authorising authority _____

The Application should be submitted to the appropriate Swedish Embassy/Consulate at the latest on **March 3, 2010**.

The Embassy/Consulate will forward it to the programme secretariat.

If no appropriate Swedish Embassy/Consulate in the country, please submit application form directly to secretariat at the latest on **March 3, 2010**.

Programme secretariat:
Lund University Commissioned Education
Address:
Att: Maria Flores
Box 117,
SE-221 00 Lund,
Sweden
Telephone: +46 46 222 07 54
Fax: +46 46 222 0750
E-mail: maria.flores@education.lu.se
Webb: www.education.lu.se/sida/water

PHOTO

(Please do not glue.
Attach with Staple)

Applications received after March 3, 2010 will not be considered.

PERSONAL HISTORY

1. First name (underline name by which formally addressed)		Second name	Family name (surname)		
2. Office address			3. Telephone (to office). (country code/area code)		
			Fax no.		
			E-mail (obligatory)		
4. Home address			5. Telephone (home) (country code/area code)		
			Mobile phone:		
			E-mail (home):		
6. Nationality		Date of birth	Day	Month	Year
7. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female					
8. Name and address of person to be notified in case of emergency (incl. country code/area code)					
Telephone:			E-mail:		

9. Education (start with last attended institution and work backwards)			
Name of institution and place of study	Major fields of study	Years of study from – to	Degrees
10. List membership of professional societies or other activities in civil, public or international affairs			
11. List any relevant publication you have written (do not attach)			
12. Previous residence in foreign country in relation to applicant's professional or study interest			
Have you participated in any training programme in Sweden before?			
<input type="checkbox"/> yes <input type="checkbox"/> no Name of programme, year _____			

EMPLOYMENT RECORD

In order that your application may be complete, please give details of your duties and responsibilities for each of the posts you have occupied.

A. Present position

Title of your post	Description of your work, including your personal responsibilities
Years of service: from–to	
Type and level of organisation	
Name of supervisor (if any)	
Name and address of employer	

B. Previous position

Title of your post	Description of your work, including your personal responsibilities
Years of service: from–to	
Type and level of organisation	
Name of supervisor (if any)	
Name and address of employer	

Please state briefly the reason for applying to this programme, your main field of interest within the programme and how you hope to benefit from the programme. (Continue on supplementary page if necessary but no more than one page).

LANGUAGE REQUIREMENT

English certification does not have to be carried out if any of the following is applicable:

- English is my mother tongue or official language of the country.
- English is my working language (please enclose statement from management)
- Carried out higher academic education (min 6 months) where English was the medium of instruction (please enclose copy of certificate)

CERTIFICATE OF THE ENGLISH LANGUAGE

Not required if any of the conditions at the bottom of page 3 apply

Name of candidate _____	
ABILITY TO UNDERSTAND <input type="checkbox"/> Understands without difficulty when addressed at normal rate <input type="checkbox"/> Understands almost everything, if addressed slowly and carefully <input type="checkbox"/> Requires frequent repetition and/or translation of words and phrases	ABILITY TO SPEAK <input type="checkbox"/> Speaks fluently and accurately and is easily intelligible <input type="checkbox"/> Speaks intelligibly, but is not fluent or altogether accurate <input type="checkbox"/> Speaks haltingly, and is often at a loss for words and phrases
ABILITY TO WRITE <input type="checkbox"/> Writes with ease and accuracy <input type="checkbox"/> Writes slowly and with only a moderate degree of accuracy <input type="checkbox"/> Writes with difficulty and makes frequent mistakes	READING ABILITY AND COMPREHENSION <input type="checkbox"/> Reads fluently, with full comprehension <input type="checkbox"/> Reads slowly, but understands almost everything <input type="checkbox"/> Reads with difficulty, and only with frequent recourse to a dictionary
Language test administered by: _____ Title: _____ Address and Telephone: _____ Date and signature: _____	

MEDICAL STATEMENT

<input type="checkbox"/> I do not have any infectious diseases (for example tuberculosis or trachoma) or any other illnesses which could present risks to persons that I will come in contact with.
<input type="checkbox"/> I do not have any medical conditions which prevent me from carrying out training away from home.
<input type="checkbox"/> I am in good health and enjoying full working capacity.
Comment: _____ _____ _____ _____

Information to all applicants according to the Swedish Personal Data Act:

Upon confirmation that your application have been accepted, the personal information that your have given in this application will be used by the Programme Organiser in administering the Programme, Your personal data will also be available to Sida for internal use. The data will not be used for other purposes. If you want a record of filed personal information you must send a written request to Mr Tomas Törn, ITP, SE-105 25 Stockholm, Sweden or tomas.torn@sida.se

Signature of Applicant

I certify that my statement in answer to the foregoing questions is true, complete and correct to the best of my knowledge and belief.
If selected as a participant I undertake to spend the time during the period of the programme as directed by the programme management.

Date _____ Signature of Applicant _____

If you are selected, you will be notified by fax or e-mail. **Please confirm your acceptance to attend by fax or e-mail.**