



# **IAWD Committee (Working Group) on Wastewater Management**

## **Terms of Reference**

### **Background**

Wastewater management remains one of the most challenging areas for water utilities in the Danube region. On one hand, the non-EU countries are moving fast to building wastewater treatment plants while lacking the know-how on proper operation and maintenance of these facilities, while on the other hand the EU countries are facing the ever more stringent compliance requirements with the new EU UWWTD. In addition, the EU UWWTD is one of the most expensive directives in the EU acquis, underscoring the necessity for comprehensive guidance.

### **Objective and Authorities**

According to IAWD Statutes, the Board can appoint committees to deal with special issues or to fulfil special tasks. These committees shall be disbanded after fulfilment of their tasks.

The objective of the Committee on Wastewater Management is to offer IAWD members a platform where to collaborate and participate collectively in discussions, information and knowledge exchange, and research on wastewater management issues.

The Committee reports to the Board of Directors and receives instructions from the President. The Committee does not act for the Board. Requests for assistance in accomplishing Committee responsibilities, including staff assistance and access to professional services, shall be directed to the President and delegated to the IAWD Secretariat.

### **Membership**

The Committee shall consist of at least five members where one of the members shall be a Board Member. The other members shall be drawn from current utility, association and institutional members of IAWD, with no more than one association and institutional member. Committee members may be self-nominated, or nominated by IAWD members and approved by the Board. The Head of Secretariat is an ex-officio member.

## **Duration**

The term of service shall be four years and if possible corresponding to the period of service for the current Board. Members can serve multiple terms.

## **Duties**

- Monitor the changes in regulation and legislation on wastewater management at the EU level and develop briefings on the changes to be shared with IAWD members
- Collect feedback from members on new legislation/ regulation on wastewater management at the EU level and develop position papers for IAWD
- Assess the needs of members in terms of wastewater management issues to be addressed by the Committee
- Identifying specific activities to be undertaken by IAWD in addressing the needs of members on wastewater management issues, i.e. capacity building programs
- Identify best practices of wastewater management among the members of IAWD and bring them to the attention of IAWD
- Other duties as assigned

## **Coordination and meetings**

The Committee shall appoint a Chair. The Committee Secretary will be a staff from the IAWD Secretariat. Formal actions will generally occur during a duly constituted meeting, which requires that a quorum (a majority of Committee members) be present virtually or physically and that all Committee members have been notified that a meeting has been called and have been given due opportunity to participate. Only members of the Committee have the right to attend Committee meetings. However other individuals and external advisers may be invited to attend by the Chair for all or part of any meeting as and when appropriate.

Meetings can be called in person or virtually with a preference for online meetings. Actions discussed in a previous meeting but requiring additional information may be subsequently confirmed by e-mail vote. Minutes of all Committee meetings will be recorded under the responsibility and approval of the Chair by the Committee Secretary. The Secretary keeps a record of all approved minutes and related documents. Meetings shall generally be held each quarter but shall be held not less than once each year.

Committee performance relative to assigned duties should be assessed on an annual basis by the IAWD Secretariat and reported to the Board. Annually a schedule of activities for the year will be established.