



**USAID** | **IRAQ**  
FROM THE AMERICAN PEOPLE

برنامج العدالة في متناول الجميع  
**ACCESS TO JUSTICE PROGRAM**

# IRAQ ACCESS TO JUSTICE PROGRAM WEEKLY REPORT #12

JANUARY 29 – FEBRUARY 4, 2011

**FEBRUARY 2011**

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## **DISCLAIMER**

The author's views in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

## COMPONENT I

# IMPROVE KNOWLEDGE OF LEGAL REMEDIES

The Iraq Access to Justice Program is United States Agency for International Development (USAID)/Iraq's three-year program designed to improve access to justice for vulnerable and disadvantaged peoples in Iraq. Included in this group are women, widows, orphans, detainees and the incarcerated, minorities (both ethnic and religious), the impoverished, and internally displaced persons and returnees.

### WEEKLY HIGHLIGHTS

- DoO visit to Basrah to facilitate office start-up (recruitment, office locations).

### COMPONENT I:

- After receiving Alternate CORT concurrence for Component I Leader last January 31, 2011, the candidate, Patricia Conrad, decided not to accept the position. Two additional candidates are being interviewed early in the next week.  
Public Awareness Advisor met with DCOP on January 31, 2011 to identify the basic elements of Component One activities based on rapid assessments to date and discuss the work plan for the next three months. Component I is currently working to organize two workshop for a group of selected NGOs to be conducted in February. Also, Component One will work with the Training Specialist to develop curriculum on developing Strategic Communication Plans for piloting before March

## COMPONENT 2

# IMPROVE LEGAL EDUCATION AND SERVICES

- In collaboration with the Gender Advisor, completed draft of the Pilot Project document and developed initial grant concepts.
- On February 2, 2011, met with Mr. Hank Lewis, Office of the Rule of Law Coordinator, to discuss curriculum development and linkages to identity issues. Mr. Lewis has been tasked with engaging in the nearly three year old curriculum review process and the sub-issue of children in detention centers lacking identity cards on behalf of the OROLC.
- Collaborated in developing Initial Scoring process of NGOs from rapid assessment of NGOs. A draft rapid assessment is being reviewed by the COP.
- Interviewed two candidates for the remaining three positions under Component 3.
- STTA for curriculum review has created an assessment matrix and contact plan and law schools are being contacted to schedule missions.
- Contact with the Higher Judicial Council to request a meeting with the Prosecutor's Office, which performs an investigative and oversight function over the courts in addition to appellate roles. The Prosecutor's office will also be able to inform the Program on the HJC's program for providing legal assistance (in partnership with the IBA) to individuals under provisions of the Criminal Procedure Code. Note that the HJC and IBA have assumed responsibility for detainees formerly supported through the Rusafa Legal Aid Clinic.

### COMPONENT 3

# ADVOCACY AND IMPROVED GOVERNMENT SERVICES

- Met with two NGOs from Babil province, who advised us about the legal situation, their activities, and the challenges faced by widows, children, and women in general in Babil province.
- Set up meetings with two more NGOs and worked toward arranging meetings with law associations.
- Researched issues for vulnerable group assessments.
- Proposed a grant for the Pilot Program.
- Augmented the work plan, by proposing support to Access to Justice themed law journals, grants to NGOs to assess specific legal or procedural shortfalls, and prepare for work to increase citizen participation in reform through hotlines..

# GRANTS

- Met with LBG Grants Manager about RFA and procedures for solicitation.
- Met with DCOP and DOO about grants component and what is needed from Component Leaders and other technical staff for pilot grant write up, RFA, training and file system.
- Discussed the issue for a possible name change for NGO Coordinators to Grant Coordinators.
- Currently developing Grant Training Materials, file system, and responding to the edit notes of Fatou Camara, USAID Senior Acquisition Specialist, on our Grants Manual.

## Training

- Training Specialist continued working on the developing of Need Analysis Report to support Access to Justice training plan
- February 1, 2011 Training Specialist visited the Ministry of Labor and Social Affairs and conducted discussions with the Head of Minister Protocol Department, Mr. Basim Al Sadee, to coordinate a new meeting between COP and the Minister, as well as with the new DG of the Directorate of Social Welfare Network, Mr. Salim Jum'a. During the meeting a briefing was given to Mr. Al Sadee about the meeting that was conducted with the previous director Dr. Aziz who moved to the Training Directorate

## Communications

- Analyzing the data available for some NGO organization sent later on this week
- Drafting of Communication Guideline by our Media Specialist on-going since January 28, 2011).

# ADMINISTRATION/OPERATIONS

- Approval by Alternate COTR was received last January 31, 2011, for the position of Comptroller.
- Request for rate approval was sent to Home Office for the position of Finance Assistant and Accountant. Previous candidate for the position of Accountant rejected proposed rate being offered. Continued processing the applications of Procurement Officer; salary rate approval for Administrative Officer was received from Home Office and will be put forward to USAID for COTR technical concurrence.
- Identified a candidate for Office Manager position in Basrah.
- Supported field trips for DOO to Basra to conduct office survey and interview of possible candidates for the Basra office; and, for IT Technical Specialist to Erbil.
- Confirmed the travel arrangements for Sermid Al-sharraf, STTA for Law Assessment. Expected arrival date is on February 9, 2011.

## **Erbil Regional Office (ERO)**

- **Program activities:** On February 01st, 2011 first team meeting was held with Ms. LaChelle Amos, 4Points Program Director. In the meeting administrative, logistics, financial and program-related issues was discussed. Zhiyan Hassan and Hiba Ismail are translating the lists of NGOs, Centers, Syndicates given by the MOI to be sent to Ms. Julia Pataki, as for the Access to Justice Questions received from Mr. Hassan, on coming Saturday Feb 05, 2011, Erbil Regional Director, NGO Specialist and Project Assistant will visit the five NGOs we are targeting (blinds, people with special needs and mentally disordered, and others) to assist the NGOs with the questions. Zhiyan Hassan starting from Sunday Feb 06th will start arranging introductory appointments with highlighted NGOs to design the NGOs Matrix and include the required information in the matrix such as (organization profile, activities, and targeted groups, source of funding, political and religious views, and draw what mainly is called as the services mapping). On February 3, 2011 Ms. Amos has presented a detailed presentation on the Style Manual of DPK. Methods of reporting, different types and styles of reporting such as: daily, weekly, monthly, training, success stories) types of reporting.

**Operational:** MSI-Erbil Assets were transferred to Access to Justice office in Erbil. The legal advisor is working to finalize the necessary approvals for operating the office and interviewing the staff members with the (Asayish) Inelegancy Office in Erbil. 150kva Generator will be installed in Erbil office as soon as receiving final approval from Baghdad Office regarding prices. On February 03, 2011 internet installation is accomplished. Erbil Office signed a one year contract with internet provider (Ray Telecommunication Company), with one week trial period and monthly basis payments.

## **UPCOMING ACTIVITIES NEXT WEEK (February 19 to 25, 2011)**

- Annual Work Plan Submission to USAID (February 5)
- Start of work on Assessment: Legal Education at Select Iraqi Law Schools (commences on February 10)
- Meeting for Components 1, 2, 3 on Sunday, February 6, 2011 with the Baghdad Provincial Council to discuss its activities in relation to addressing the justice needs of vulnerable populations.
- Meeting scheduled for February 10, 2011 with Mr. Saad Hussein, DG of National Institute for Human Rights – MoHR to discuss training programs of the Institute.
- Meeting scheduled for February 7, 2011 with Mr. Waay Kadhem, Chief of Iraqi Civil Action Network (ICAN) in Program office. ICAN was identified in the rapid assessments as a potential “mentor” agency based on their long history of significant engagements and a number of senior staff that have benefitted from a wide range of previous training.

- Meeting scheduled for February 8, 2011 with Mr. Mohammed Waheed, Chairman of IBA, at the IBA office to discuss the project and possible cooperation. This meeting will be in close coordination with Components 1 and 3.
- Meeting scheduled for February 10, 2011 with Mr. Moafaq Al-Khafaji, Chief of Iraqi Alliance of Disability Organization (IADO), at the IADO office to discuss the Pilot Project. If IADO agrees, a follow up meeting will be organized at the Program office to move into the development of an action plan and discuss an MOU for the Pilot Project.

#### **PENDING ITEMS/ISSUES**

- On January 16, 2011, the Project Implementation Plan was submitted to USAID, which is still pending their review and approval.
- USAID comments on PMP received and being reviewed.
- Work Plan revisions by DCOP being reviewed internally
- Grants Manual to be reviewed by USAID at the end of January 2011.
- USAID direction as to the process of concluding the Local and Expatriate Staffing and Compensation Plans, which were sent on December 5, 2010, is still pending.
- Still receiving applications for the following national staff positions (that were also published in Al-Sabah newspaper on December 23): Administrative Officer, Procurement Officer, Professional Development Advisor, Legal Education Advisor and Law Faculty Coordinators (three positions). Started receiving applications for the positions in Basrah
- A list of pending items/issues due from Sallyport was sent on January 6, 2011. The list covers issues on the delays of completing the work with regards to facilities (e.g. conference rooms), facilities improvements (e.g. DFAC-related, bathroom renovations), and personnel accommodation among others. This item is still on-going.

## CALENDAR OF ACTIVITIES

SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>February 5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
	<ul style="list-style-type: none"> <li>• NGO Sustainable Conference (5 days)</li> <li>• Dan Deja takes his RRB</li> </ul>	<ul style="list-style-type: none"> <li>• Comp 3 meeting with Baghdad Provincial Council.</li> <li>• Comp 2 meeting with ICAN</li> </ul>	<ul style="list-style-type: none"> <li>• Comp 2 and 3 meeting with IBA</li> </ul>		<ul style="list-style-type: none"> <li>• Julia Pataki returns from her RRB</li> <li>• Comp 2 meeting with NIHR</li> <li>• Comp 2 meeting with IADO</li> <li>• Start of Assessment of Law Schools</li> </ul>	<ul style="list-style-type: none"> <li>• Initial Grants Rollout RFA to USAID</li> <li>• Joseph Deaunay on LWOP</li> </ul>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
	<ul style="list-style-type: none"> <li>• Dan Deja returns from RRB</li> </ul>	<ul style="list-style-type: none"> <li>• CAP Partner meeting</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>		<ul style="list-style-type: none"> <li>• Home Office representatives in-country for field visit</li> </ul>	<ul style="list-style-type: none"> <li>• McKinley Posely takes his RRB</li> </ul>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<ul style="list-style-type: none"> <li>• Joseph Deaunay returns from LWOP</li> <li>• Comp 2 in Basra</li> </ul>		<ul style="list-style-type: none"> <li>•</li> </ul>		<ul style="list-style-type: none"> <li>•</li> </ul>		
<b>26</b>	<b>27</b>	<b>28</b>	<b>March 1</b>	<b>2</b>	<b>3</b>	<b>4</b>