



USAID | **IRAQ**
FROM THE AMERICAN PEOPLE

برنامج العدالة في متناول الجميع
ACCESS TO JUSTICE PROGRAM

IRAQ ACCESS TO JUSTICE PROGRAM WEEKLY REPORT #5

DECEMBER 11 – DECEMBER 17, 2010

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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.

GENERAL PROGRAM ACTIVITIES

- Met Slavica Radosevic, USAID COTR, last December 14, 2010. Slavica reiterated that the presentation to USG was excellent and that Access to Justice will be doing more presentations in the near future. She also mentioned that it was nice to see the weekly report showing progress on programmatic issues and expressed satisfaction that the Access to Justice team is growing as more people arrive to post.
- Met with Hal Lipper, Development Outreach Communication Specialist, and Ahmed Ijweij, Cultural Interpreter, of USAID Branding Team last December 14, 2010. A copy of the USAID Graphic Standards Manual was provided to Access to Justice team. The USAID Branding Team stressed that USAID is strict with the dealings with the Media. Access to Justice will request for an exception on branding standards/requirements for business cards.
- Assessment of needs of vulnerable groups continues with interviews with Iraqi NGOs who represent targeted populations. Based on information gained from the many interviews conducted to date, Julia Pataki, Program Gender Specialist, will develop a questionnaire to circulate widely to NGOs to determine: a.) Their capacity to function as an effective organization, and b.) Their needs (barriers to access to rights and legal assistance needs). This will be circulated during the last week of December.
- Access to Justice Program staff attended the Code of Business Conduct (as part of the organization's Ethics training) facilitated by the Louis Berger Group (LBG) last December 14.
- The following drafts were presented to USAID last December 13 and 15, 2010, respectively: Performance Management Plan (PMP) and Annual Work Plan. Access to Justice is still to hear from USAID their feedback and is still expecting to receive a copy of USAID's PMP.
- Access to Justice Program received last December 12, 2010 the USAID approval for Bill Pryor and Rima Das Pradhan-Blach for DCOP/Technical and Component 2 Leader, respectively. DPK Consulting and LBG are working with Bill Pryor to finalize his start date and subsequently to submit his LOA request for USAID approval.
- Medium term M&E expert, Ann Schwartz, working with the Iraq Access to Justice Program team developed the draft Performance Management Plan, which was presented to the COTR on December 14, 2010. Key aspects of the are: (a) a management-for-results approach by monitoring and reporting on progress and results; (b) support for planning by assessing progress and highlighting strategic and implementation issues; ensure accountability and quality reporting to USAID; (c)

contributing to programming lessons learned and implementation adjustments; and (d) documentation of success. During her consultancy, Ms. Schwartz worked with the team to identify M&E responsibilities, provided advice on early assessments, and integrated the PMP into the work planning process.

COMPONENT I:

- Dianne Post withdrew her candidacy. Access to Justice will provide formal notification of her withdrawal to and provide USAID with the information on efforts being conducted in order to find her immediate replacement.
- Julia Pataki, Gender Specialist met with Barbara Hall, Country Director of US Institute for Peace (USIP) on December 12, 2010 and discussed programmatic issues concerning minorities, women and youth, and explored areas for possible cooperation. USIP facilitated the formation of the Minority Alliance (a network of Christian, Yazidi, Shabak and Mandeleian minority communities), as well as the Parliamentary Caucus of elected members of the Iraqi Council of Representatives. Ms. Pataki made telephone contact with Jason Gluck, Senior Advisor (DC HQ Representative), who is running the Minority Project in Iraq. To discuss possible cooperation between USIP and Access to Justice concerning the Minority Alliance in building their institutional and human capacity, outreach and awareness campaigns.
- Last December 13, 2010, a meeting was held with Mr. Waai Hamza Al-Mansury, Chairman of Iraqi Civic Action Network (ICAN) as part of the needs assessment process on NGOs and vulnerable population. Discussion with ICAN focused on information about the institutional capacity of the NGO network programs developed during their existence focusing on vulnerable populations. On December 15 Access to Justice met with Mr. William Spencer, Executive Director of IILHR (Institute for International Law and Human Rights), Discussions were focused on projects of mutual interest as promoting rights of minority communities and gender equality. Access to Justice staff members agreed on holding additional meetings in order to share program development related information.

COMPONENT 2

IMPROVE LEGAL EDUCATION AND SERVICES

- Rima Das Pradhan-Blach, Component 2 Leader, has been approved by USAID. DPK Consulting is currently working with her flight details with tentative in-country arrival date of January 5, 2010.
- Vacancy notice for technical staff members have been translated to Arabic and will be advertised again this week in the newspaper.

COMPONENT 3

ADVOCACY AND IMPROVED GOVERNMENT SERVICES

- Joseph Deaunay, Component 3 Leader, arrived on December 16, 2010. Briefing/orientations have been scheduled.

GRANTS

- McKinley Posley was formally introduced to Slavica Radosevic, USAID COTR, and Kamal Ayub, USAID Contracting Officer, last December 14, 2010.
- Alee Hameed, LBG Program Officer, have already put forward to USAID for individual approval the following names: (a) Murthada Abdul Hamza, Capacity Building Specialist; (b) Hussam Al Din Hasan, NGO Coordinator; and, Hasam Ali, NGO Coordinator.
- Grants Manager met with Anne Schwartz, PMP Expert/Consultant last December 16. They discussed ways to ensure that prospective sub-recipients/grantees are aware of and implement their role in the overall monitoring and evaluation process of the program.
- A draft Grants Manual has been completed and currently being reviewed by COP and Acting Director of Operations for submission to Home Office this December 20 for their final comments (before submitting the final edition to USAID).

Program Administration/Operations and Program Support Unit:

- Approval for Sermid Al-Sarraf and Richard Langan (both Consultants for Legal Education Assessments), which were submitted on November 28, 2010, is still pending. Approval from USAID should be received on or before January 14, 2011 if assessment activities are to start in early February.
- ISP/Network/Internet Services RFP finalized and approved by DPK home office to be released this week. Per DPK Home Office guidance (and since expected value of this contract will be under \$150,000), DPK Home Office does not believe this RFP requires compliance with USAID ADS 548 review prior to its release. Bid submission will close on December 26.
- RFQ released last December 17, 2010 for the purchase of eight desktop computer/UPS units to four vendors. RFQ responses due from vendors on December 20, 2010. Estimated value of this procurement is \$7,000, and funds are available in approved project budget. DPK's understanding is no USAID (COTR or CO) approval is required to proceed with this procurement since approved funding exists and procurement is under US\$100K.
- The Procurement Officer and Administrative Officer both with withdrew their employment. Search for new replacements have already been undertaken. Ghada Baban, HR Officer, was approved by USAID. USAID CO and COTR approval request was sent on December 13, 2010 by DPK Home Office for Aleksandar Kovacevic (DPK TCN long term Finance Manager). Access to Justice is hoping that Mr. Kovacevic will start on January 4, 2011, which is contingent upon receiving USAID approval.
- Access to Justice submitted on December 15, 2010 to USAID for approval the following candidates: Ali Raheem, Civil Society Advisor; Afaf Salih, Interpreter; and, Ahmed Fakhir Hassan, Procurement/logistics assistant). USAID COTR response/feedback pending.
- Interviewed local M&E candidate this week but to no success.
- Discussion was held with 4Points regarding planning design of Awareness Assessment.

ERBIL

Discussions continued with DPK subcontractor 4Points for opening office in Erbil in January 2011.

UPCOMING ACTIVITIES NEXT WEEK (DECEMBER 18 TO 23)

- Dan Deja, COP, will travel to Erbil with 4Points representatives this December 20 to 21. Meetings with relevant government officials and prospective local counterparts are being arranged. Proposed local staff for the Erbil office will meet with COP
- USAID COTR, Slavica Radosevic will visit new Access to Justice new office on December 23. Tony Villamor will coordinate the required logistics of her visit.

CALENDAR OF ACTIVITIES

SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
18	19	20	21	22	23	24
		<p>Dan Deja to Travel to Erbil with 4Points</p> <p>Draft Grants Manual submitted to DPK Home Office</p>	<p>Dan Deja meetings in Erbil arranged by 4Points returns to Baghdad in PM</p>	<p>Project Officer, Chris Strom returns to US (AM)</p>	<p>USAID COTR visit to Project Office on Mansur Compound</p>	
25	26	27	28	29	30	31
CHRISTMAS		<ul style="list-style-type: none"> USAID Meeting 			<ul style="list-style-type: none"> Grants Manual 1st draft submitted to USAID 	
January 1	2	3	4	5	6	7
NEW YEARS		<p>Assistant Project Officer Kim Washington Returns from US</p>	<p>Aleksandra (Sasha) Kovacevic tentative arrival date (pending USAID approval)</p>	<p>Rima Das Pladhan-Blach tentative arrival date.</p>		