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STABILITY IN KEY AREAS (SIKA) – EAST

MONTHLY REPORT (FEBRUARY 2013)



Haji Abdul Wali, Zadrán District Governor, speaks during the SIKA-East launch meeting in Gardiz.

February 2013

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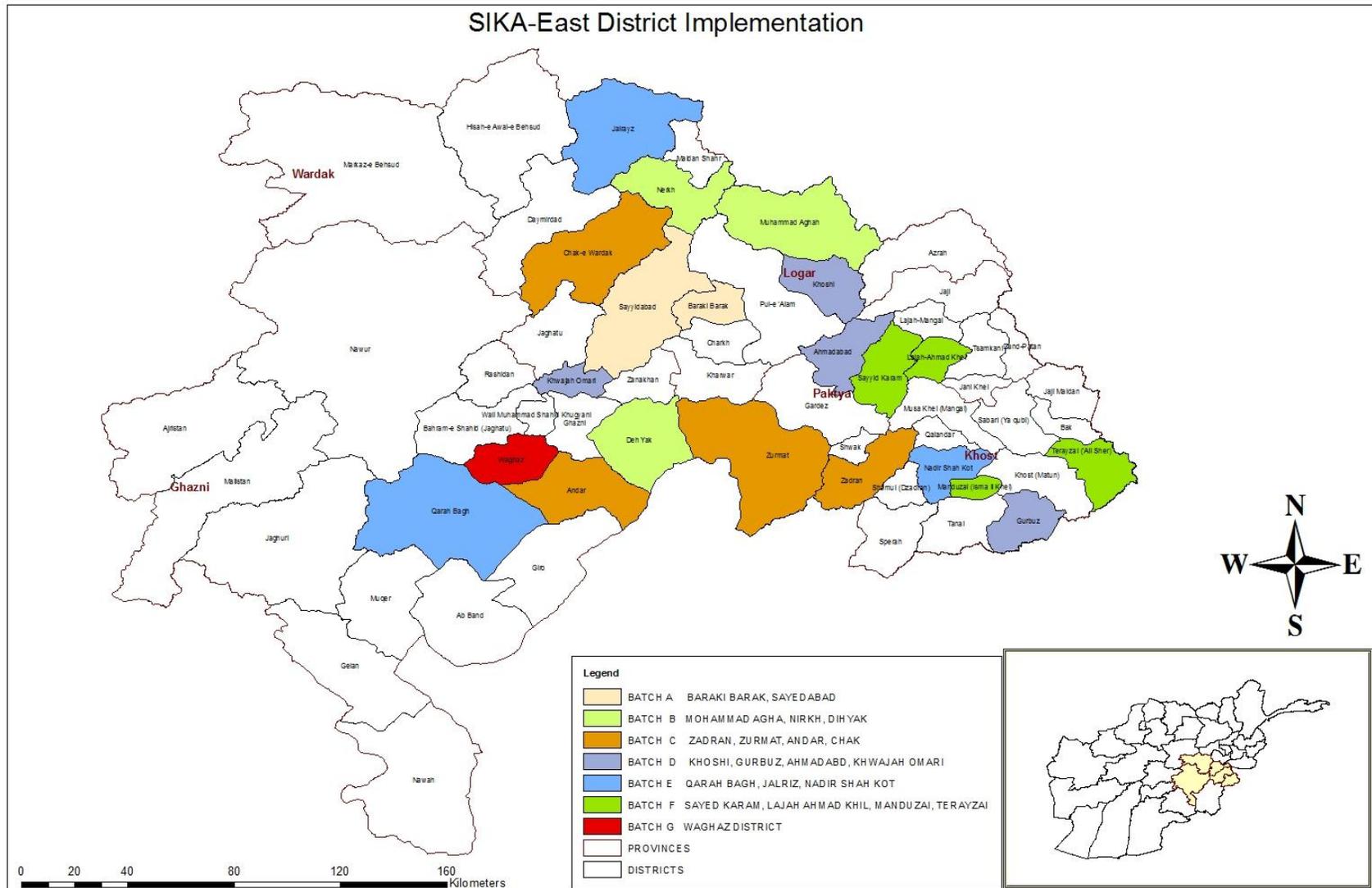
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ACRONYMS

APPF	Afghanistan Public Protection Force
BoQ	Bill of Quantity
CDC	Community Development Council
COR	Contracting Officer Representative
DCC	District Community Council
DDA	District Development Assembly
DAIL	Department of Agriculture, Irrigation and Livestock
DoWA	Department of Women Affairs
DE	District Entities
DPP	District Project Portfolio
DSP	District Support Unit
GRC	Grant Review Committee
HR	Human Resource
IRD	International Relief and Development
MELU	Monitoring, Evaluation and Learning Unit
MISTI	Measuring Impact of Stabilization Initiative
MoWA	Ministry of Women Affairs
MRRD	Ministry of Rural Rehabilitation and Development
NSP	National Solidarity Program
PMC	Project Management Committees
PDSP	Provincial Department Service Profiles
PMU	Provincial Management Unit
QC	Quality Control
PRRD	Provincial Rural Rehabilitation Department
RSI	Rahman Safi Impact Consultancy
SAM	Stability Analysis Methodology
SIKA-East	Stability in Key Areas-East
SoI	Sources of Instability
ToT	Training of Trainers
TPC	Training Providers Catalogue



BACKGROUND

This Stability in Key Areas-East (SIKA-East) monthly report provides an overview of program activities during February 2013. These activities are grouped geographically according to the five provinces in which SIKA-East is currently active. This report provides a comprehensive picture of SIKA-East activities during the reporting period, which is also covered by SIKA-East weekly reports 60 through 63.

This report also provides information on objective-based project implementation, the relationships with and the involvement of the Ministry of Rural Rehabilitation and Development (MRRD), the Independent Directorate of Local Government (IDLG), and the Department of Women's Affairs (DoWA) at the provincial and district levels, and training sessions conducted for members of Community Development Councils (CDC), District Development Assemblies (DDA), and other stakeholders. Finally, the report provides information on documents that were prepared during the month.

OVERVIEW AND HIGHLIGHTS

During February, PRRD and IDLG led SIKA-East stabilization efforts in Maydan Wardak, Logar, Ghazni, and Paktya Provinces, where the program is already well established in nine districts. In addition, SIKA-East began its expansion into Khost Province; at month's end, a provincial management office was being set up and district selection was under way. PRRD Directors and SIKA-East staff at both provincial and district levels held regular meetings to discuss and coordinate plans and activities, in close cooperation with government officials at all levels.

SIKA-East was launched in four more districts during February: Zadran and Zurmat in Paktya Province and Chaki Wardak in Maydan Wardak – all on February 7 – and Andar District in Ghazni Province on February 19. All of the launches were well attended by top provincial and district officials, members of various provincial and district entities, and individual citizens. Immediately following the launches, a series of trainings – in stability planning, the grant process, project implementation, and other subjects – were initiated to help district and community stakeholders identify sources of instability in their area and take steps to deal with them. In keeping with SIKA-East's aggressive rollout schedule, the program is to be launched in two more districts in March – Khwaja Umari in Ghazni Province and Khoshi in Logar.

On February 20, SIKA-East hosted an all-day management lessons learned session in Kabul to discuss challenges, review successes, and draw lessons from program implementation in the four provinces where SIKA-East is currently being implemented or, in the case of Khost, about to be launched. The meeting also had the purpose of



On February 19, SIKA-East was launched in Ghazni's Andar District, one of four program rollouts in February.



MRRD's Chief Coordinator for SIKA makes a point during the February 20 lessons learned meeting.

strengthening the partnership with MRRD and IDLG in all phases of program implementation. Participants in the session included MRRD's Chief Coordinator for SIKA and PRRD Directors from Logar, Maydan Wardak, Ghazni, Paktya, and Khost. Representatives of USAID and SIKA-East senior managers also attended.

On February 11, SIKA-East participated in the quarterly Stabilization Monitoring and Evaluation (M&E) Summit. The following day, it hosted a SIKA M&E community-of-practice work session for all SIKAs to boost mutual coordination. A total of 30 people – 19 men and 11 women – participated and discussed the updates, challenges, and suggested recommendations for the effective implementation of the various SIKA programs.

At the district level, PRRD Directors and SIKA-East staff pressed ahead with trainings, the processing of grant applications, and the preparation of engineering plans for projects identified by members of District Development Assemblies and other stakeholders as promoting stabilization. Plans also proceeded for a Service Providers Coordination Meeting to be held in Ghazni at the beginning of April and for a Service Providers Fair planned for Puli Alam later that month.

On February 23, USAID awarded SIKA-East a no-cost-extension that will allow the program to continue until March 6, 2014. The agreement calls for SIKA-East to rollout into a total of 21 districts at an approximate rate of 4 districts every two months. The actual rate will depend on when the names of the districts to be worked are actually received.

MAJOR CHALLENGES AND POTENTIAL SOLUTIONS

Baraki Barak District: The SIKA-East program in Baraki Barak, which was suspended in November after threats from anti-government elements against those involved with the program, is once again moving forward, although the local DDA continues to resist being based in the district and is conducting business in Puli Alam, the provincial capital. PRRD and SIKA-East are working to resolve differences between the DDA and the District Governor.

Problem CDCs and Bank Accounts: The most important challenge to program implementation at present is that of finding CDCs with the legal standing to sign off on grant applications and other required paperwork. Many elected CDC officials are no longer present in the area, or their period of performance as an officer has long since expired. Furthermore, some CDCs have not conducted new elections as required by their by-laws.

MRRD has issued a directive stating that all existing CDCs remain valid and authorized to conduct development activities with SIKA-East. In addition, MRRD has given the authority to the PRRD Directors to identify and endorse alternates to fill vacant officer positions until such time as re-elections can be held. SIKA-East has developed an endorsement form to help facilitate the process.

Regarding the use of official CDC bank accounts to make grant payments, MRRD has asked SIKA-East to use the pre-existing bank accounts to the maximum extent possible, stating that the opening of new



The Nirkh Deputy District Governor receives a briefing on SIKA-East plans and activities from the district support team.

subaccounts will be difficult and problematic with Da Afghanistan Bank. SIKA-East has requested a meeting with both Da Afghanistan Bank and the NSP Finance Director to discuss and resolve the issues.

Rejection of Proposed Grantee: In some cases, proposed CDC grantees on the Cycle 1 List of Priority Projects have been rejected because of known issues under NSP or NABDP. This “blacklisting” is being discovered late in the grant application process. For the sake of efficiency, these types of issues related to the eligibility of a CDC need to be identified as early as possible. The DDA+ or PRRD should complete due diligence before projects are prioritized to review both the project and CDC against MRRD data so this problem can be flagged early on and alternatives made.

Replacement of DPP Projects: CDC members from Mohammad Agha District requested the replacement of Cycle 1 prioritized projects. This issue has been communicated to the relevant departments for further discussion and development of recommended solutions.

Vetting: USAID requirements which went into effect at the beginning of the year require SIKA-East to vet CDCs and DDAs who will be or are likely to become recipients of more than \$25,000 of grants. At this writing, it is unknown how much additional time the vetting requirement will add to the rollout process.

IMPLEMENTATION AND TRAINING TRACKERS

The following spreadsheets show the status of program activities, including trainings, in the districts where SIKA-East has already been launched.

SIKA-EAST TRAININGS TRACKER
**SIKA-East Training Activities Tracker
 By District**

S/N	DISTRICT IMPLEMENTATION	I - PLAN				II - PLAN					III - EXECUTE								IV - EVALUATE & LEARN		TOTAL
		Stakeholder Orientation - Female	Stakeholder Orientation - Male	Governance Foundation - Female	Governance Foundation - Male	Stability Planning Process - Female	Stability Planning Process - Male	Resource Dialogue & Advocacy - Female	Advocacy - Male	Infrastructure Project Planning	Project Design and Development - Female	Project Design and Development - Male	Grant Process - Female	Grant Process - Male	Grant Management - Female	Grant Management - Male	Short Courses	Fundraising Training - Male	Fundraising Training - Female	Lessons Learnt - Female	
		SDU	SDU	SDU	SDU	SAPU	SAPU	COU	COU	SDU	SDU	SDU	GSU	GSU	GSU	GSU	GSU	GSU	MELU	MELU	
PREVIOUS QUARTERS (8-Dec-11 to 31-Dec-12)																					
TARGET		4	4	4	4	5	4	4	4	4	2	2	2	2				1	1		
Launch Date	District																				
June 4, 2012	Saydabad					1	1	1	1			1		1					1	1	
June 11, 2012	Baraki Barak					1	1	1	1			1									
November 18, 2012	Nirkh			1	1	1	1	1		1											
November 25, 2012	Mohammad Agha			1	1	1	1	1		1	1	1									
December 25, 2012	Dih Yak			1		1															
ACTUAL				3	2	5	4	4	2	2	1	3	0	1				1	1		
%		0%	0%	75%	50%	100%	100%	100%	50%	50%	50%	150%	0%	50%				100%	100%		
QUARTER JAN-MAR 2013																					
TARGET		5	5	5	5	5	5	5	5	5	7	7	7	7				1	1		
	Baraki Barak Review	1				1	1			1	1										
	Saydabad																	1	1		
	Mohammad Agha								1	1	1	1	1	1	1	1					
	Nirkh										1	1	1	1	1	1					
	Dih Yak	1	1	1	1	1	1	1	1	1	1	1	1	1							
	Zadran	1	1	1	1	1	1	1	1	1	1	1	1	1							
	Zurmat	1	1	1	1	1	1	1	1	1	1	1	1	1							
	Chaki Wardak	1	1	1	1	1	1	1	1	1	1	1	1	1							
	Andar	1	1	1	1	1	1	1	1	1	1	1	1	1							
ACTUAL		5	5	3	5	2	5	3	2	3	3	3	3	3				1	1		
%		100%	100%	60%	100%	40%	100%	60%	40%	60%	43%	43%	43%	43%				100%	100%		

* Spreadsheet reflects training activities as of February 28, 2013. Black figures represent trainings conducted; red are planned.

SIKA-EAST DISTRICT IMPLEMENTATION TRACKER

SIKA-East District Implementation Tracker			PREPARATION					I - ORIENT				II - PLAN				III - EXECUTE										IV - EVALUATE & LEARN			
			#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	\$	#	#	\$	\$	\$	\$	#	#		
S/N	Province	District	Province offices established	Province staff hired	District offices established	District staff hired	District profiles completed	Stakeholder register produced	District launch held	Provincial Service Provider Catalog produced	Provincial Department Service Profile produced	DPP produced	DPP approved by DG / PRRD	DPP approved by USAID	Resource coordination meetings held	Service Provider Fair held	Engineering packages planned	Engineering packages in process	Engineering packages completed	Engineering packages completed	Applications planned	Applications in process	Applications submitted	Grants awarded	Grants completed	Grants awarded	Grants disbursed	District Lessons Learnt Report produced	District Evaluation Report produced
CUMULATIVE (to date)					9	79	0	9	9			5	0	2			174	19	31	\$1,173,411	185	112	\$549,529						
TARGET (to date)					9	100	9	9	9			5	4	2															
DISTRICTS																													
Batch A																													
1	Logar	Baraki Barak			1	9		1	1			1		1															
2	Maydan Wardak	Saydabad			1	10		1	1			1		1			85	9	18	\$506,733	85	18	\$242,183						
Batch B																													
3	Ghazni	Dih Yak			1	8		1	1			1					30	1			30	26							
4	Logar	Mohammad Agha			1	10		1	1			1					33	5	13	\$666,678	33	32	\$307,346						
5	Maydan Wardak	Nirakh			1	10		1	1			1					26	4			37	36							
Batch C																													
6	Ghazni	Andar			1	6		1	1																				
7	Maydan Wardak	Chaki Wardak			1	9		1	1																				
8	Paktya	Zadran			1	8		1	1																				
9	Paktya	Zurmat			1	9		1	1																				
Batch D																													
10	Ghazni	Khawaja Umari																											
11	Logar	Khoshi																											
12	Khost	Gulbuz																											
13	Khost	Tani																											
14	Khost	Jaji Maidan																											
PROVINCES																													
1	Wardak		1	15						1					1	1													
2	Logar		1	15						1					1														
3	Ghazni		1	12																									
4	Paktya		1	11																									
5	Khost		0	0																									
CUMULATIVE (to date)			4	53						2	0				2	1													

SIGNIFICANT PROVINCIAL ACTIVITIES

In February, PRRD directors and SIKA-East provincial staff in all five target provinces met regularly to discuss stabilization progress, challenges, and plans and to coordinate upcoming activities with government entities. Program activities are summarized on a province-by-province basis below. It is worth mentioning that all PRRD Directors have requested an official Memorandum of Understanding between SIKA-East, MRRD, and IDLG spelling out each organization's responsibilities so that the directors can better understand and perform what is expected of them.

HAZNI

PROVINCIAL-LEVEL ACTIVITIES

Significant Meetings:

- Throughout February, the PRRD Director and his staff held regular coordinations meetings with the Ghazni Provincial Management Unit (PMU) to receive updates on program plans and activities, including the February 19 rollout in Andar District and planned SIKA-East trainings in the province.
- Earlier in the month, the Provincial Governor, director of administration and finance, and executive director met with the PMU manager to discuss Andar District launch activities. In addition, the PMU manager and Andar District Governor reviewed and agreed on launch meeting participants and coordinated other aspects of the event in conjunction with the Andar DDA.

DIH YAK DISTRICT

Significant Meetings:

- On several occasions, the Ghazni PMU held coordination meetings with notable people from Dih Yak to find out about concerns they might have concerning implementing and advocating for the projects in their District Project Portfolio (DPP). The Dih Yak Cycle 1 project list developed and prioritized by the DDA+ was put in a standardized format and aligned with MRRD's NSP codes for CDCs and project sectors to aid DDA+ coordination and project management.

Trainings and Activities:

- On February 3 and 4, a training in Infrastructure Project Planning was conducted for 25 influential men from the district, including members of the DDA and CDCs.
- Between February 5 and 7, twenty-six Dih Yak women attended a training in Project Design and Development.
- From February 7 to 11, Grant Process training was held for 17 women from various district entities. During the training nine grant applications were filled out.
- Between February 12 and 17, Project Design and Development training was conducted for 23 men from the local DDA+.
- From February 17 to 21, training in Grant Process and Application Development was conducted for approximately 50 men from the Dih Yak DDA+ and CDCs, as well as other influential men from the district.



Training session in Project Design and Development for Dih Yak women

- A two-day Advocacy training was conducted on February 24 to 25 for an average of 30 male members of the DDA, DCC, and CDC, plus other influential men from the district.
- **Advocacy Training Follow-up for Dih Yak Women:** After participating in Resource Dialogue and Advocacy training in January, several women in Dih Yak assembled a three-member advocacy team to request support in organizing a tailoring course for 15 widows from Tasan, a village in the district. The advocacy team prepared a letter requesting the course and submitted it to the Department of Labor, Social Affairs, Martyrs, and Disabled, which promised to add the course to the coming year's planning. The advocacy team assigned a member to follow up and ensure the plan will be implemented.

ANDAR DISTRICT

Program Rollout in Andar District: A launch meeting was held in the provincial hall in Ghazni City on Tuesday, February 19, to roll out SIKA-East in Andar District. The meeting was attended by approximately 80 men and 10 women. Eng. Abdul Latif Basharyar, representing PRRD, explained SIKA-East in some detail, emphasizing that the program's goal is to improve the lives of rural people in the district through better service delivery by district authorities. Mr. Mohammad Ali Ahmadi, Deputy Governor of Ghazni, then expressed his optimism and support for the program. Andar District Governor, Mr. Mohammad Qasim Disiwal, expressed thanks for the selection of Andar as a target district. He also said that if other ministries had been able to initiate two or three programs as MRRD has, Afghanistan would be much better off now. At the request of the Ghazni provincial gender officer, a DoWA representative spoke about SIKA-East and expressed DoWA's commitment to the program. This was the first time in the SIKA-East program that a woman spoke during a launch meeting. The meeting concluded with questions and answers.



Mr. Mohammad Ali Ahmadi, Deputy Provincial Governor, speaks during the Andar District launch meeting.

Trainings and Activities: Following the launch of SIKA-East in Andar District, joint SIKA-East and PRRD trainers conducted the following trainings and district activities in February:

- The day after the launch meeting, SIKA-East trainers began conducting a workshop on Stakeholder Orientation and Governance Foundation for 19 women from Andar as an entry point to cultivating female participation in the program within the district. The attendees explained that women in Andar District had been reluctant to participate in the program because of previous bad experiences and poor security conditions. However, they committed to ensure that Andar women had a voice in the initiative. Between February 21 and 25, an identical training was conducted for an average of 45 men.
- From February 24 to 28, SIKA-East and PRRD trainers held Stability Planning Process training for 31 women from the Andar DDA and CDCs. The same training was conducted for 33 men on February 27 and 28.



A SIKA-East stability program officer explains the objectives of the meeting to Dih Yak men at the February 21 Stakeholder Orientation training.

KHWAJA UMARI DISTRICT

- To prepare for the planned launch next month in Khwaja Umari District, the newly designated office building was repaired and 90 percent of the district staff were recruited. Hiring is expected to be complete by mid-March.

NEXT STEPS FOR GHAZNI

- Coordinate regularly with the Ghazni PRRD Director, Provincial Governor, and District Governors for Dih Yak, Andar, and Khwaja Umari;
- Complete technical surveys and engineering design for Dih Yak Cycle 1 projects;
- Complete Andar workshops and DPP development;
- Launch SIKA-East in Khwaja Umari District; and
- Continue planning for Service Providers Coordination Meeting in April.

KHOST

Khost has been targeted as the next province for SIKA-East implementation. On February 4, a SIKA-East team traveled to Khost City in order to meet with the Deputy Governor, PRRD Director, sector and technical directors, and NSP representatives in order to brief them on SIKA-East's stabilization aims and approach, implementation process, and district selection standards. Following discussions on these matters, the Deputy Governor developed a short list of five districts closely aligned with the criteria that SIKA-East could expand into. A decision on which districts will be targeted first is expected in early March.

SIKA-East has initiated procurement of a new connex office building, furnishings, and other equipment for set-up of the Khost Provincial Management Unit.

LOGAR**PROVINCIAL-LEVEL ACTIVITIES****Significant Meetings:**

- The Provincial Governor and Logar PMU manager met regularly during the month to discuss details and updates on SIKA-East implementation in Logar Province, and in particular the planned date and other arrangements for the upcoming Service Providers Fair. Together, they selected a venue for the event – namely, an enclosed garden for women which has ample space. The aim of the fair is to bring all service providers together to present their types of services. A similar fair that was held in Maydan Wardak last November attracted over 800 participants.
- In order to reach all service providers and inform them about the fair, the Service Providers Catalogue for Logar was updated to include 35 new governmental and non-governmental organizations. The committee making arrangements for the Service Providers Fair met individually with more than 50 service providers to explain the purpose of the fair and get their commitment to participate. The two-day fair will be a great opportunity for service providers from Logar to meet the public and demonstrate what they can do, including providing help in implementing projects proposed in the Baraki Barak and Mohammad Agha DPPs.
- On February 12, a coordination meeting was held with the PRRD head, USAID Deputy Field Program Officer, and NSP representative. SIKA-East's representative updated the participants on program progress.

- On February 19, the Logar PRRD Director met with the SIKA-East manager to discuss the planned date and other arrangements for the upcoming Service Providers Fair.
- On February 26, the Deputy Provincial Governor received the acting PRRD Director and SIKA-East manager to discuss the planned Service Providers Fair, the issue of moving the Baraki Barak office, and other matters. The Deputy Governor decided to call a meeting with the Baraki Barak District Governor and DDA members, which would also be attended by PRRD and SIKA-East.

BARAKI BARAK DISTRICT

Relaunch Activities: As part of Baraki Barak relaunch activities, PRRD and DDA representatives met with a SIKA-East team to review and analyze the existing stakeholder list with the intention of ensuring broad representation across *hawzas* and interest groups. In consultation with selected elders, around 30 new stakeholders were added, bringing the total number to 147, including 20 women. Shah Mazar *hawza* stakeholders were increased by 30 percent (to 31 representatives) and expressed a strong interest in participating in stabilization activities.

Refresher Trainings:

- On February 17 and 18, a Stability Planning Process review session was conducted at the PRRD compound for 41 men from the Baraki Barak DDA+. The aim of this training was to refresh the participants' knowledge of the process. The same training review was conducted for 24 women from the district on February 19 and 20.
- On February 24 and 25, training in Infrastructure Project Planning was conducted for men from all five hawzas. The main topics covered in this training were project feasibility, field management, cost estimating, bills of quantities, and environmental compliance. The training was attended by 41 men on the first day, and 48 on the second.
- On February 26, SIKA-East and DoWA trainers began a three-day workshop in Project Design and Development for 40 female DDA members and other influential women from Baraki Barak. Topics covered included criteria for project selection, bundling, and management. The participants expressed enthusiasm about the training and grant opportunities.



Men from Baraki Barak attend a review session on the Stability Planning Process.

Proposed Office Move: The Baraki Barak District Governor is insisting that the DSU office should be moved to Baraki Barak. However, local DDA and DDA+ members reject the idea, claiming that the security situation is not stable in the district and they and SIKA-East staff would be threatened. To resolve this problem it was decided to bring the District Governor, DDA/+ members, the PRRD Director, the Logar Provincial Governor, and a USAID representative together for a meeting to discuss the issue. However, this endeavour was not successful in February, and the issue remains unresolved.

MOHAMMAD AGHA DISTRICT

Trainings and Activities:

On February 4 and 5, SIKA-East trainers conducted Advocacy training for 54 men from the DDA and DDA+, using existing DPPs to guide them in identifying specific advocacy projects aimed at addressing the sources of instability they had identified the week before.

The Mohammad Agha district stakeholders registration sheet was prepared and submitted to Kabul.

Thirty-two grant applications are under development. SIKA-East staff continued to assist potential grantees with project design and development. Two engineering design packages were completed and approved by potential grantees, with five additional designs in progress. Engineering surveys for the karez and protection wall of Panama and Dehnav Villages have been completed.

Advocacy Training Follow-up for Mohammad Agha Men: After participating in SIKA-East's Advocacy training, members of the Abazak Village CDC prepared a plan to have a karez cleaning project for the village. The head of the CDC organized discussions with the other CDC leaders and village elders, and together they agreed on a message regarding the clean-up. They then organized a meeting with the DDA and District Governor. Upon receiving approval, the DDA and CDC worked together to propose the project to the Logar PRRD Director, who approved the project and assigned it to the National Area-Based Development Program (NABDP). The group then met with the NABDP Director, who promised the project would be added to next year's work plan.

KHOSHI DISTRICT

Office Set-up: Khoshi District is scheduled for a SIKA-East rollout in March. Several meetings were conducted with the District Governor in order to determine the location of SIKA-East's District Support Unit office. The building that has been proposed for the office requires a certain amount of rehabilitation and maintenance. An estimate of the cost of repairs was made and shared with the main office.

SIKA-East's manager for Logar introduced the Khoshi District Governor to a Security delegation from the Kabul office responsible for performing a security risk assessment of the proposed DSU office.

NEXT STEPS FOR LOGAR

- Conduct regular coordination meeting with the PRRD director;
- Conduct survey for Borg Hawza karez;
- Continue to complete grant application forms;
- Conduct Project Design and Development training for men from the Baraki Barak DDA+;
- Conduct Grant Process and Application Development training for women members of the Baraki Barak DDA+;
- Conduct a Grant Review Committee meeting and review grant applications;
- Complete preparations for the Service Providers Fair;
- Conduct communication committee meeting in Mohammad Agha district;
- Start Khoshi district office repairs and maintenance; and
- Launch SIKA-East in Khoshi District.

PAKTYA

PROVINCIAL-LEVEL ACTIVITIES

Program Launch in Zadrán and Zurmat: On February 7, SIKA-East stabilization programming rolled out in Zadrán and Zurmat Districts. Presided over by the Deputy Provincial Governor, the rollout was officially launched in Gardiz with the participation of line directors, tribal and community leaders, donor representatives, and others, including over 100 DDA+ members. The SIKA-East manager for Paktya opened the meeting and gave a brief explanation of the program. He was followed by the PRRD Director, who welcomed the participants and provided more information about SIKA-East. The head of the provincial council spoke next and thanked USAID for funding the program and for working in the relatively insecure districts of Zadrán and Zadrán. He and other speakers urged people in district communities to support the program and try to get the maximum benefit from it. Military commanders promised their support and pledged to ensure proper security for the people of Paktya Province. The Deputy Provincial Governor had the final word, again thanking USAID for initiating stabilization programming and calling on the people of Zadrán and Zurmat to support an initiative that will help them stabilize their communities.



Haji Abdul Wali, Zadrán District Governor, says a few words at the SIKA-East launch in Gardiz.

Significant Meetings:

- On February 7, the Paktya capacity building officer met with a female community mobilizer from CARE International to discuss gender-related activities and identify women activists from DDAs and other district entities. The community mobilizer noted there were female CDC members, a promising source of activist women for stabilization efforts.
- On February 11, the PRRD Director and SIKA-East's deputy manager for Paktya held their regular weekly coordination meeting. The director commented favorably on the previous week's launch in Gardiz and invited SIKA-East to an annual planning workshop to be held in Gardiz from February 13 to 15.
- On February 12, the procurement officer met with the director of the Paktya Chambers of Commerce and Industries to collect information regarding vendors and suppliers in the province, obtaining a useful list for procuring material for projects.
- On February 18, the PRRD Director met with SIKA-East's provincial manager and his communications and outreach officer to discuss the radio play scripts that SIKA-East is producing. The PRRD Director said he would bring them up at his next meeting with the District Governor and the Directorate of Information and Culture, and he hoped they would provide positive feedback and sign off on the scripts.

Stakeholders Survey: In Zadrán and Zurmat, joint survey teams representing the DDA, PRRD, District Governor's office, and SIKA-East interviewed 79 senior figures to obtain opinions on respected and influential stabilization actors. The recommendations were analyzed by representatives of PRRD, the District Governor, and DDA along with SIKA-East, resulting in the nomination of 416 key stakeholders to participate in core stabilization activities. The survey team and the Department of Women's Affairs (DoWA) are preparing a similar stakeholder survey to identify influential women in the districts, as no females were nominated during the first survey.

ZADRAN DISTRICT

Trainings and Activities:

- From February 17 to 19, SIKA-East Stakeholder Orientation and Governance Foundation sessions were held for 60 DDA+ members and other stakeholders from Zadrán. The idea of improving stability and the initiative's participatory approach were unfamiliar, and participants discussed at length before agreeing. In addition, people were concerned that SIKA will just collect information as many other programs have, but after more information on stakeholder engagement and the implementation cycle, they were reassured.
- A Stakeholder Orientation and Governance Foundation workshop for Zadrán women was planned for February 10 but will be rescheduled following the female stakeholder survey and outreach with organizations active in the area.
- Stability Planning Process training for men from Zadrán started on February 20 and will continue till March 3. The average number of participants at the first sessions was 60.

ZURMAT DISTRICT

Meeting with Acting District Governor: On February 3, SIKA-East Zurmat staff had an initial meeting with the Acting District Governor and other influential people at the *hawza* level in order to recruit 40 people to conduct a survey to identify stakeholders in the district. When contacted later, the 40 recruits came up with a list of 148 potential stabilization stakeholders in the district.



Meeting with Zurmat's Acting District Governor

Trainings and Activities:

- With 35 men from Zurmat District attending, SIKA-East and PRRD trainers conducted Stakeholder Orientation/Governance Foundation training on February 25. The session was held in the education department conference hall of Zurmat.
- On February 27 and 28, the training team began Stability Planning Process training for 40 men from the Zurmat DDA and CDCs.

NEXT STEPS FOR PAKTYA

- Participate in weekly PRRD coordination meetings along with other related organizations; and
- Complete Stability Planning Process workshops for stakeholders from Zadrán and Zurmat Districts.

MAYDAN WARDAK

PROVINCIAL-LEVEL ACTIVITIES

Significant Meetings:

- During the month, the Maydan Wardak PRRD Director and his staff held several coordination meetings with the SIKA-East PMU manager and staff, as well as key stakeholders. During the sessions, SIKA-East representatives updated participants on program progress and plans and discussed ways for better implementation.

- On February 10, the PRRD Director, SIKA-East PMU staff, and stakeholders discussed how to improve implementation of programs and coordination among all stakeholders. SIKA-East shared the latest version of the Chaki Wardak District activity plan in Pashto.
- On February 17, the PRRD Deputy Director held a coordination meeting attended by SIKA-East staff and other key stakeholders. The main point of discussion was how to resolve issues with certain CDCs that are currently holding up the release of grants for stabilization projects.
- On February 26, the PRRD Director hosted a coordination meeting to talk about CDCs in Saydabad and other districts with absent, deceased, or displaced members. The meeting was attended by representatives of several programs, including the heads of NSP and NABDP and the SIKA-East manager for Wardak. The decision was reached that CDCs must follow four steps to authorize new officers: obtain the signatures of community members in favor of nominated replacements; obtain the District Governor's signature; obtain Provincial Council signatures; and obtain PRRD approval.
- SIKA-East staff in Maydan Wardak helped individual CDC members fill out questionnaires on the impact of the Service Providers Fair held in Maydan Wardak in November. The questionnaire had two parts. One is focused on the opinions of participating CDC members interested in obtaining services, and the other one on service providers who had booths and other display areas during the event. The post-impact evaluation will be used as lessons learned for coming events.

CHAKI WARDAK DISTRICT

SIKA-East Launch: A launch meeting was held in Maydan Shahr on Thursday, February 7, to roll out SIKA-East in Chaki Wardak District. The meeting was attended by approximately 80 people from all over the district. They included government officials, members of the DDA, CDCs, District Community Council, and other influential people from Chaki Wardak. The PRRD Director spoke first, welcoming the participants and briefly introducing them to the SIKA-East program. Next, the SIKA-East team from Maydan Wardak and Kabul described the program in detail and answered questions from participants. The launch meeting concluded with a speech by a representative of the District Governor, who asked district constituents to support stabilization programming and pledged his own support.



Eng. Jan Mohammad Hekmatjo, PRRD director for Wardak, explains SIKA-East at the Chak launch meeting.

Trainings and Activities:

- From February 10 to 12, thirty women from Chaki Wardak District received training in Stakeholder Orientation and Governance Foundation. This training was conducted in the Department of Women's Affairs in Maydan Shahr.
- Between February 17 and 19, forty men from the DDA and CDCs, as well as community elders, began training in Stakeholder Orientation and Governance Foundation. Participants had some understanding of SIKA-East from the startups in Saydabad and Nirkh. They appreciated the focus on local participation and consultation and agreed that they would evaluate and improve each stage of implementation, considering their fellow district residents' advice.

- Thirty-women from various organizations participated in Stability Planning Process training from February 17 to 21, and 22 of them went on to receive training in Resource Dialogue and Advocacy on February 24 and 25.

Stakeholder Survey: Representatives of the District Governor, PRRD, the DDA, and SIKA-East analyzed stakeholder survey recommendations of 35 influential leaders, resulting in the nomination of 30 women and 116 men to participate in core stabilization activities.

NIRKH DISTRICT

Significant Meetings:

- During February, the District Governor, Deputy District Governor, and PRRD Director held various coordination meetings, at which the SIKA-East District Support Unit manager for Nirkh updated them on project implementation plans and activities.
- On February 6, the Nirkh DSU manager and district executive manager met to discuss SIKA-East progress, including a road projects survey in Dadal and Kanizat Villages. For safety reasons, the executive manager advised SIKA-East to contact community elders and CDC members before conducting project design surveys in various *hawzas*. The team also discussed endorsement and support letters. At the end, the executive director promised that he and the District Governor would support program implementation in Nirkh.
- On February 25, the Deputy District Governor met with SIKA-East's district manager to discuss progress, especially on surveys that program engineers are conducting for implementation projects. They also discussed the progress of grant applications. The Deputy District Governor pledged his support for the program.



The Nirkh Deputy District Governor receives a briefing on SIKA-East plans and activities from the district support team.

Trainings and Activities:

Grant Applications: The Nirkh DDA+ reviewed respective Cycle 1 project lists to refine priorities at the district level (rather than within each *hawza*), clarifying the desired order for projects to enter the engineering design pipeline. The team continued to work with CDC representatives on grant application development and the collection of required supporting documents. Thirty-six applications, for six female and thirty male projects, are under development. The Nirkh grant team collected bank statements from some CDCs, plus ID cards from female CDC and DDA members, in order to process grant applications. Six applications are in the final stages of completion for non-infrastructure priority projects for women.

Engineering Activity: In February the SIKA-East district engineer completed the bill of quantities, work plan, and drawings for the Dadal road project. Potential grantees are working with SIKA-East to finalize engineering design packages for four projects in the district.

SAYDABAD DISTRICT

Coordination Meeting: The district governor and SIKA-East met to discuss progress on CDC grant applications. The district governor signed 40 project support letters of various CDCs.

Fundraising Training: On February 12 and 13, twelve DDA+ members and social organizers took part in a two-day training on fundraising. Among other things, the training focused on common methods of identifying donors and asking for fundraising at both district and provincial levels. Targeted towards assisting community members in implementing projects outside the scope of SIKA-East grants, the workshop paid special attention to DDA+ Cycle 1 projects as examples. The same training was conducted separately for 20 women from the DDA+.

Advocacy Training Follow-up for Saydabad Women: The women's DDA created an advocacy team, focusing on Baratkhil Village. Women from the village specifically requested literacy courses conducted by AWEEK and successfully advocated to the organization; the courses have been slated to begin in the village in the next several months. Additionally, the Baratkhil women reached out to the Swedish Committee for Afghanistan (SCA) for training in midwifery. SCA indicated it is currently in the middle of a full slate of courses but would support the trainings in Baratkhil in four months, once the current courses are completed.

District Project Portfolio: The DSU team shared the DPP with government line departments in order to avoid duplication of proposed projects. The Departments of Education, Rehabilitation and Rural Development, Health, and Agriculture approved the proposed projects in accordance with GIROA norms and standards. The Department of Social Affairs and Public Works addressed some of the proposed projects, including vocational training courses and centers for men and women, using their existing resources.

Design and Grant Activities: SIKA-East continued to assist district entities with project surveys and engineering design packages for Saydabad Cycle 1 infrastructure projects. The district engineering team conducted two surveys in Onkhai for two Cycle 1 projects and also prepared drawings for projects in Zara Qala and Yawiz. They also surveyed projects for Shikh Azam, Arabkhel, and Zarsanga, and completed drawings and bills of quantities for them. To date, in Saydabad 18 engineering design packages were completed and approved by potential grantees, with nine additional designs in progress.

The Saydabad grant team also assisted potential grantees to complete grant application forms and worked to collect the missing documents that need to accompany grant applications processed by the Grant Review Committee. They also filled out English versions of the grant applications. SIKA-East continued to discuss CDC membership validity and PRRD endorsements with the PRRD Director, MRRD, and USAID.

NEXT STEPS FOR MAYDAN WARDAK

- Develop Chaki Wardak District DPP;
- Implement remaining activities plan for Chaki Wardak District;
- Participate in regular coordination meetings with PRRD and the District Governor; and
- Finalize Saydabad and Nirkh Districts grant and engineering related documents and submit them to PRRD for endorsement.

SIGNIFICANT KABUL-BASED AND COMBINED ACTIVITIES

MAJOR COORDINATION MEETING

On February 20, SIKA-East hosted an all-day management lessons learned session to recount challenges, review successes, and draw lessons from program implementation in the four provinces where SIKA-East is currently being implemented or, in the case of Khost, about to be launched. The meeting also had the purpose of strengthening the partnership with MRRD and IDLG in the program's current provinces and districts and in future ones. Participants in the session included MRRD's Chief Coordinator for SIKA; MRRD Senior Program Officer; PRRD Directors from Logar, Maydan Wardak, Ghazni, Paktya, and Khost; the USAID COR and Alternative COR; and senior management of SIKA-East.

During the session, the PRRD Directors and SIKA-East PMU managers from Khost, Ghazni, Paktya, Logar, and Wardak described their programs' activities and engaged in a general discussion on how to resolve some of the implementation challenges encountered in the process.

SIKA-East and the PRRD Directors noted two critical issues that are creating delays with grant implementation. One is the high number of expired CDCs, and the other is CDCs that are blacklisted by PRRD/NSP and were recommended as grantees for a number of SIKA-East grants. The USAID COR stressed that this issue is currently holding up the issuance of grants and could ultimately jeopardize the future of the program. She urged MRRD to resolve these issues without delay. MRRD's Chief Coordinator said that MRRD lacks resources to undertake the re-election of CDCs, but noted that the Ministry would issue a directive to PRRD Directors to find a quick solution to the problem and expedite the grant approval process.



MRRD's Chief Coordinator for SIKA makes a point during the February 20 lessons learned meeting.

Finally, SIKA-East and MRRD discussed the way that future target districts are selected in order to ensure that the program is only implemented in districts that are reasonably safe. It was agreed that a joint high-level SIKA-East and MRRD team should approach the governor of a targeted province, introduce the program, and ask him to select from a list of proposed four to six districts those where SIKA-East could work.

WORKSHOPS AND TRAININGS

From February 9 to 13, field staff from Paktya and Ghazni attended a Project Design and Development / Grant Process Training of Trainers (ToT) in Kabul; 19 men and one woman participated.

After completing the orient phase of the program jointly, SIKA-East and PRRD started the plan phase of the program by conducting Stability Planning Process (SPP) ToT sessions for both men and women for the Batch C districts of Zadran, Zurmat, Andar, and Chaki Wardak. During these sessions, stability program officers and PRRD social organizers introduced the program and the Stability Analysis Methodology (SAM) to members of DDAs, CDCs, DCCs, and other influential people from the new districts. When conducted at the district level, the outcome of this eight-day session is a complete DPP from both men's and women's perspectives.

OTHER SIGNIFICANT ACTIVITIES

STABILITY ANALYSIS AND PLANNING UNIT

Pashto Versions of DPPs: SIKA-East produced electronic Pashto versions of the DPPs for Batch B districts (Nirakh, Mohammad Agha, and Dih Yak), reviewed them for clarity, and forwarded them to the DDA+s for cross-checking against the originals. After review and approval, the DDA+s will submit them to the PRRD Directors and District Governors for their respective endorsement. English versions of the DPPs will be submitted for USAID approval following their endorsement by PRRD and the District Governor.

Standardization of Cycle 1 Project Lists: Saydabad, Nirakh, and Mohammad Agha Cycle 1 project lists were standardized, aligning each entry with MRRD's NSP codes for CDCs and project sectors, cleaning data, and providing a consistent platform for tracking services needed and progress. A list of Dih Yak Cycle 1 projects is now being prepared.

Improved SPP ToT: The Stability Planning Process ToT was strengthened to ensure district priorities were adequately noted, CDCs and village locations were clearly identified and correlated, and projects were aligned with technical sectors. In addition, the workshop's existing project screening process will be enhanced to help participants flag projects on the District Development Plan and Community Development Plans.

RESOURCE DEVELOPMENT UNIT

Gender Sensitivity in Trainings: Following a review by the SIKA-East Gender Specialist, the documents for Resources Dialogue training were revised to take into account gender sensitivity so that facilitators can focus on gender-related issues while delivering their trainings.

COMMUNICATION AND OUTREACH UNIT

Advocacy Training Follow-up: Communication and Outreach Unit continued to follow up its advocacy trainings a couple of weeks later via phone interviews with the participants. The objective of this is to report on all advocacy-based activity, even ones that may not directly relate to SIKA-East, to see how the training has helped. Examples of how SIKA-East advocacy training has benefitted participants in the program were presented above in the reports on Dih Yak, Mohammad Agha, and Saydabad Districts.

DDA+ Communication Committees: In February, SIKA-East helped DDAs in Mohammad Agha and Saydabad Districts set up communication committees. The larger DDA in each district (both male and female) selected 5-6 members each to sit on a communications committee. The committee's job is to design and implement a plan to promote the action taken by DDAs to improve the situation in the district, from a stability perspective, at the community level. The committee is also responsible for overseeing an overall advocacy plan to promote DPP projects not likely to be designed as SIKA-East grants to governmental and non-governmental service providers in the area. A series of five initial meetings are planned to be conducted to set the committees. Between each meeting the members will go back to their communities and the larger DDA, brief them on the content of the meeting, and obtain their agreement on steps taken to date.

In Mohammad Agha the meetings are on pace according to plan, and the first two meetings were conducted in February. The group agreed that the communication committee should meet with each *hanza* on a monthly basis and update them on DDA performance. In Saydabad only the first meeting was conducted; due to heavy snow and road blockages the second meeting has been postponed until March.

Radio Plays: As PRRD and District Governors were engaged in other priorities in the targeted districts, the deadline for approval of radio play scripts was extended until early March.

SERVICE DELIVERY UNIT

Stakeholder Engagement Surveys: Three stakeholder rosters – for Zadran, Zurmat, and Chak Districts – were developed through extensive local consultations, identifying a broad array of participants for stabilization activities. In each district, a group of government authorities, local leaders, and SIKA-East district teams collaborated on planning, interviewing, analyzing, and finalizing the selection of stakeholders. In Baraki Barak, PRRD and other government representatives, senior influential leaders, and SIKA-East reviewed and supplemented the original roster of stakeholders to expand representation, voice, and participation.

During the month in all other operative districts, SIKA-East has been working with district teams to collect, review, clean, and organize data on stakeholders as well as DPP Cycle 1 institutions and projects. This includes determining and correcting gaps and errors, harmonizing formats, and preparing for intra- and cross-district analysis of key data sets.

By the end of the quarter, SIKA-East will have up-to-date records on the stakeholder engagement process, the type and status of Cycle 1 priorities, and institutional and technical issues.

Engineering Support Group: The group continued to work with district engineers to perform surveys for proposed projects and to develop engineering design packages to execute them. The following table gives the status of design packages at the end of February.



A district engineer takes measurements for a project to extend the Chinary Qala karez at Abazak hawza in Saydabad.

Status of SIKA-East Engineering Design Packages

Province	District	Design in Progress 30%	Design in Progress 50%	Design in Progress 70%	Design in Progress 90%	Designs		Project Completion Status	
						Total Design in Progress	Design Completed 100%	In Progress (\$)	Completed (\$)
Wardak	Saydabad	2	0	0	7	9	18	120,256.80	506,732.70
	Nirakh	0	0	1	3	4	0	287,838.00	-
Logar	Mohammad Agha	1	1	3	0	5	13	225,497.68	666,678.42
Ghazni	Dih Yak	0	1	0	0	1	0	-	-
					Subtotals	19	31	633,592.48	1,173,411.12
					Grand Totals	50		1,807,003.60	

GRANTS AND SUB-CONTRACTS UNIT

Completed Grant Applications: A total of 14 grant application packages, valued at \$549,529, have been completed and submitted to SIKA-East. Another 112 grant applications are under development.

Grant Review Committee Meeting: The unit conducted a Grant Review Committee (GRC) meeting on February 28 for six grant application packages from Mohammad Agha. GRC representatives reviewed and evaluated the applications to reach consensus and proposed five applications for SIKA-East and USAID approval. The GRC requested clarification on one remaining application related to the technical specification and budget/bill of quantity.

Meeting with MRRD: On February 25, the SIKA-East Grant and Subcontract Compliance Director participated in a meeting with the MRRD Coordinator for SIKA Programs, Mr. Siamuddin Abedi. Discussion focused on issues faced in the grant application phase, including the NSP designation of unqualified, blacklisted, and suspended CDCs; pre-existing and new bank accounts; authorized bank account signatories; NSP Facilitating Partner bank disbursement authority; CDC past performance indicators and data; SIKA-East available grant mechanisms; and USAID vetting requirements. A summary e-mail and follow-on actions were provided to Mr. Abedi on February 27. Further, it was mutually agreed to continue with such coordination meetings. In the meantime, Mr. Abedi will facilitate a meeting between SIKA-EAST and NSP Finance and MIS directors.

Challenges Encountered: The majority of the CDCs proposed as grantees have not held re-elections or replaced vacant officer positions as required by their own bylaws. The officers include chairperson, deputy chairperson, secretary, and treasurer who have specific responsibilities and authorities on behalf of the CDCs. This authority includes the ability to sign grant agreements and manage and disburse funds utilizing official bank account. This challenge and others associated with the processing of grant applications are summarized under “Challenges and Proposed Solutions” on pp. 2-3 of this report.

“Training Grants:” SIKA-East is continuing to discuss its partners the possibility of implementing training grants which are designed to increase capacity among district entities as part of the overall entry process into a district.

Replacement DPP Projects: CDC members from Mohammad Agha District requested the replacement of certain Cycle 1 prioritized projects. This issue has been communicated to the relevant departments for further discussion and development of recommended solutions.

Grant Applications: Grants and Subcontracts Unit continued to process grant applications. The current status of SIKA-East grants is summarized below:

SIKA-East Grants Pipeline

District	Complete App Package Received by SIKA	Value of Complete Application Package	# Apps Sent to USAID for Approval	# Apps in USAID Vetting Process	Apps under Development (Men)	Apps under Development (Women)	Apps Approved by GRC
Saydabad	8	\$242,183	0	1	18	0	8
Nirkh*	0	0	0	0	30	6	0
Mohammad Agha*	6	\$307,346	0	4	28	4	5
Dih Yak*	0	0	0	0	17	9	0
Total	14	\$549,529	0	5	93	19	13

*Pending USAID approval of DPP

MONITORING, EVALUATION, AND LEARNING UNIT

Monitoring and Evaluation Summit: On February 11, a SIKA-East team attended the Monitoring and Evaluation (M&E) summit, which was sponsored by Measuring Impact of Stabilization Initiatives (MISTI). During the conference, the participating stabilization programs, including all four SIKAs, presented their program updates and discussed success and challenges encountered during the implementation. MISTI presented their initial findings from the baseline survey completed recently and spoke extensively about the

ongoing Stability Analysis Methodology (SAM) evaluations. The summit was a valuable opportunity for SIKA stabilization leads to compare strategies and approaches, identify shared challenges, and discuss ways to improve the design and delivery of stability analysis in the target districts, with an emphasis on the transferability and sustainability of SAM beyond the life of USAID-funded programs.

Mapping: SIKA-East received the new layers for roads and rivers from MISTI to produce accurate maps and has used them to draw provincial maps for future use in SIKA-East reports.

Web-based Database: SIKA-East's web-based database was completed on February 13 and presented to the SIKA-East units for review and comments on February 21. It was decided that three more modules need to be added to the database in order to consolidate the functions of a few units and allow for easier sharing of information across the units and throughout the SIKA-East program.

CAPACITY BUILDING AND GENDER UNIT

The unit's gender group continued to work on the SIKA-East gender mainstreaming strategy and also conducted a significant meeting with gender officers from Ghazni and Paktya about gender mainstreaming in SIKA-East activities in those provinces.

SECURITY UNIT

Security Risk Assessment: During February, Security finalized security risk assessments for the Khoshi PRRD compound and the space proposed there for the SIKA-East office. The program will soon roll out to Khost Province and Khwaja Umari District of Ghazni Province, and the risk assessments were conducted to ensure the safety of the SIKA-East office mobilization in those areas. Security also renewed the Embassy Air parking pass for two of the armored vehicles, which will permit the safe pick-up and drop-off of expatriate staff at Embassy Air.

Armored Vehicles Registration: Security Department faced further delays with the registration process of the USAID supplied Armored Vehicles at the Traffic Department due to an attack on the Kabul Traffic Department this month. The Traffic Department's activities were temporarily crippled by the attack.

OPERATIONS UNIT

Guesthouse and Office Activities: SIKA-East has leased a new building, designated as Gulf 5, adjacent to Gulf 1, that will serve as an office building. The necessary renovations are about 30 percent complete. A new generator was installed at the Ghazni guesthouse. The Khoshi district office rehabilitation is complete, while similar work is still in progress in Khwaja Umari. Plans are under way for new facilities in Khost Province. The existing lease on another, smaller office building, Gulf 3, will be dropped providing for long-term savings over the life of the program.

Procurement Activities: The status of vetting for procurement purchases and grants is shown in the following tables:

Procurement Vetting Tracker

SIKA-East Log No.	Vetted Company	Document Requested from Vendor	Complete Document Package Received from Vendor	Final Submission of All Documents to USAID	Vetting Approved by USAID	Days Pending	Remarks
PO-001	Tal Wadan Group	1 Jan 13	3 Feb 13	3 Feb 13		15	
PO-002	Soofi INN	1 Jan 13	31 Jan 13	31 Jan 13		28	

PO-003	Jubaili Bros	1 Jan 13	3 Feb 13	3 Feb 13		25	
PO-004	Tal Wadan Group	11 Feb 13	11 Feb 13	11 Feb 13		17	
PO-005	Mohammad Ashraf Rasooli	17 Feb 13	17 Feb 13	17 Feb 13		12	
PO-006	Mohammad Nadim Amin	13 Feb 13	16 Feb 13	18 Feb 13	19 Feb 13		US Citizen, no vetting needed
PO-007	Mansoor Haroon Logistics Services Co.	21 Feb 13	21 Feb 13	21 Feb 13		7	Returned, because of expired license.

Grants Vetting Tracker

SIKA-East Log No.	Vetted Organization	Documents Received from Grants Department	Initial Submission to USAID	Final Submission of All Documents to USAID	Vetting Approved by USAID	Days Pending
VAR # G001	Mohammad Shapoor, Head of Hassan Khel Community Development Council (CDC)	26 Feb 13	26 Feb 13	27 Feb 13		
VAR # G002	Mohammad Jan, Head of Rahmabad Community Development Council (CDC)	26 Feb 13	26 Feb 13	27 Feb 13		
VAR # G003	Mohammad Jan, Head of Rahmabad Community Development Council (CDC)	26 Feb 13	26 Feb 13	27 Feb 13		
VAR # G004	Shah Wali, Head of Kamal Khill Community Development Council (CDC)	26 Feb 13	26 Feb 13	27 Feb 13		
VAR # G005	Abdul Hamed, Head of Srakala Markazi Community Development Council (CDC)	26 Feb 13	27 Feb 13	27 Feb 13		

HUMAN RESOURCES UNIT

The Human Resources unit recruited and hired 17 employees in February. The following table provides details on the newly hired staff:

Recently Hired SIKA-East Staff

No.	Position/Title	Gender	Employer	Unit	Province
1	Security and Operations Officer	Male	AECOM	Operation	Wardak
2	Communication and Outreach Officer	Female	OSC	COU	Wardak
3	Grants and Procurement Officer Senior	Male	IRD	GSU	Kabul
4	Grants and Procurement Officer	Male	IRD	GSU	Kabul
5	Community Development Officer	Male	AECOM	SDU	Ghazni
6	Cook and Cleaner	Female	AECOM	Operation	Paktya
7	Security and Operations Officer	Male	AECOM	Operation	Ghazni
8	Central Support Unit Officer	Male	AECOM	PSU	Kabul
9	Governance Officer	Male	AECOM	IDLG	Kabul
10	Security and Operations Officer	Male	AECOM	Operation	Paktya
11	Communication and Outreach Officer	Female	OSC	COU	Logar
12	Grants and Procurement Officer	Male	IRD	GSU	Kabul
13	Procurement Officer	Male	IRD	GSU	Logar

14	Resource Development Officer	Male	AECOM	DSU	Logar
15	Logistics Assistant	Male	AECOM	Operation	Kabul
16	Engineer Trainer	Male	Ti	SDU	Kabul
17	Staff Tracking Officer	Male	AECOM	Security	Kabul

NEXT STEPS

- Complete and incorporate field staff comments into radio play scripts and get PRRD and District Governor approvals;
- Continue communications committee meetings for men and women in Mohammad Agha and Saydabad, and initiate them in Dih Yak and Nirkh;
- Conduct Fundraising training for men and women from the Nirkh DDA+;
- Conduct Resource Dialogue and Advocacy training for women from the Andar DDA+;
- Continue coordinating grant application development in Saydabad, Nirkh, Mohammad Agha, and Dih Yak Districts;
- Start program implementation, including staff recruitment and training, in Batch D districts;
- Conduct security risk assessments of Gurbuz, Zazi Maidan, and Tani Districts of Khost Province for future rollouts;
- Conduct security risk assessment of accommodation facilities for Khost PMU;
- Finalize the licensing of USAID-supplied armored vehicles with Traffic Police Department;
- Initiate contract modification with Afghanistan Public Protection Force (APPF) for additional guards for SIKA-East;
- Finalize preparations for Service Provider Fairs in Logar and Ghazni Provinces;
- Supply furniture and equipment for Khoshi and Khwaja Umari DSUs and Khost PMU;
- Start cleaning training data from the beginning of SIKA-East; and
- Continue recruitment by HR Department of 93 staff:
 - Fifty-nine vacancies in process with AECOM;
 - Six vacancies in process with OSC;
 - Twenty-six vacancies in process with IRD; and
 - Two vacancies in process with Ti.

APPENDIX A

WORKSHOPS AND TRAININGS CONDUCTED IN FEBRUARY

Date	Title	Location	Type	Men	Women
February 3-4	Infrastructure Project Planning	Dih Yak	Training	25	
February 3-5	Advocacy ToT	Kabul	ToT	8	1
February 4-5	Advocacy -- Male	Mohammad Agha	Training	54	
February 5-7	Project Design and Development -- Female	Dih Yak	Training		26
February 7-11	Grant Process – Female	Dih Yak	Training		17
February 9-13	Project Design and Development / Grant Process ToT	Kabul	ToT	20	1
February 10-12	Stakeholder Orientation and Governance Foundation – Female	Chaki Wardak / Maidan Shahr	Training		30
February 12	Fundraising – Male	Saydabad / Maidan Shahr	Training	12	
February 12-17	Project Design and Development -- Male	Dih Yak	Training	23	
February 13	Fundraising – Female	Saidabad / Maidan Shahr	Training		20
February 13	Grant Review Committee ToT	Baraki Barak / Pul-e-Alam	ToT	7	
February 17-18	Stability Planning Process Review – Men	Baraki Barak / Pul-e-Alam	Workshop	41	
February 17-19	Stakeholder Orientation / Governance Foundation – Men	Zadran	Training	60	
February 17-19	Stakeholder Orientation / Governance Foundation – Men	Chaki Wardak / Maydan Shahr	Training	40	
February 17-21	Grant Process – Men	Dih Yak	Training	50	
February 17-21	Stability Planning Process – Women	Chaki Wardak / Maydan Shahr	Training		30
February 18-20	Stakeholder Orientation / Governance Foundation – Women	Andar / Ghazni	Training		19
February 19-20	Stability Planning Process Review Session – Women	Baraki Barak / Pul-e-Alam	Training		24
February 20, 24 to March 3	Stability Planning Process – Men	Chaki Wardak / Maidan Shahr	Training	43	

February 20, 24 to March 3	Stability Planning Process – Men	Zadran	Training	60	
February 21-25	Stakeholder Orientation / Governance Foundation – Male	Zurmat	Training	35	
February 21-25	Stakeholder Orientation / Governance Foundation – Male	Andar / Ghazni	Training	45	
February 24-25	Infrastructure Project Planning – Male	Baraki Barak / Puli Alam	Training	45	
February 24-25	Resource Dialogue and Advocacy Training – Male	Dih Yak	Training	30	
February 24-25	Resource Dialogue and Advocacy Training – Female	Chaki Wardak / Maydan Shahr	Training		22
February 24-28	Stability Planning Process – Female	Andar / Ghazni	Training		31
February 26-28	Project Design and Development – Female	Baraki Barak / Puli Alam	Training		40
February 27-28	Stability Planning Process – Male	Zurmat	Training	40	
February 27-28	Stability Planning Process – Male	Andar / Ghazni	Training	33	

APPENDIX B

SIGNIFICANT MEETINGS CONDUCTED IN FEBRUARY

Date	Topic	Location	Narrative Description	Result
February 3	Meeting	Zurmat	Initial meeting with influential people from Zurmat District at the <i>hawza</i> level	Influential community members promised to support SIKA-East in their area.
February 6	Obtaining information on women's activities	Paktya	Meeting of Capacity Building Officer with CARE International's female community mobilizer to discuss gender-related activities and the status of women who are either members or led the DDA and district entities in the province	The community mobilizer provided information and mentioned that the status of women in the province is at a desired level.
February 7	Program launch	Chaki Wardak	Launch meeting held in Maydan Shahr to roll out SIKA-East in Chaki Wardak District	The program was introduced to government officials and influential people.
February 7	Program launch	Gardiz	Launch meeting held in Gardiz to roll out SIKA-East in Zadran and Zurmat Districts	The program was introduced to government officials and influential people.
February 12	Communication committee meeting for men from Saydabad DDA+	Saydabad	Meeting to explain the roles and responsibilities of new communications committee, namely communicating with the larger DDA+ and facilitating better communication with the CDCs in the district	The participants agreed to take steps required to make the committees successful.
February 12	Communication committee meeting for men from Mohammad Agha DDA+	Mohammad Agha	Same as above	Same as above
February 13	Communication committee meeting for women from Saydabad DDA+	Saydabad	Same as above	Same as above
February 13	Communication committee meeting for women from Mohammad Agha DDA+	Mohammad Agha	Same as above	Same as above
February 17	Program launch	Andar	Launch meeting held in Gardiz to roll out SIKA-East in Andar District	The program was introduced to government officials and influential people.

February 17	Advocacy follow-up and consultation meeting	Dih Yak	Meeting with women from Tasan village to outline advocacy training	Women requested support in organizing a tailoring course for 15 widows.
February 17	Advocacy follow-up and consultation meeting	Mohammad Agha	Meeting with DDA and DG followed by a meeting with CDC members to discuss a karez clean-up project	It was decided that NABDP will implement this project in the new year (1392).
February 17	Advocacy follow-up and consultation meeting	Saydabad	Meeting of advocacy team with female DDA members regarding their requirements	The women asked for literacy and midwifery training; request was referred to SCA, which decided to provide the trainings in the next four months.
February 18	Radio play script review	Paktya	Meeting between SIKA-East manager and PRRD Director to discuss the radio play scripts	It was decided to get approval of scripts from the governor
February 24 and 25	Communication committee meetings	Mohammad Agha	Series of communication committee meetings for male and female members of DDA with purpose of establishing a committee to strengthen communication between district entities and DSU office	Participants agreed to take steps required to make the committees successful.
Weekly	Coordination	Logar	Regular weekly meetings with PRRD and other stakeholders	Provided update on project implementation and plans.
Weekly	Coordination	Wardak	Regular weekly meetings with PRRD and other stakeholders	Provided update on project implementation and plans.
Weekly	Coordination	Paktya	Regular weekly meetings with PRRD and other stakeholders	Provided update on project implementation and plans.
Weekly	Coordination	Ghazni	Regular weekly meetings with PRRD and other stakeholders	Provided update on project implementation and plans.

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