
SIKA-EAST WEEKLY PROGRAM UPDATE

No. 009

SIKA-East was active this week conducting DSF workshop evaluations, continuing security upgrades on the new program office space, and developing a series of RFP's for focus groups and polling. The program is moving forward with a number of programmatic initiatives in advance of an initial roll-out slated for Mid-March. Meetings with USAID, IDLG and SIKA-E Senior Management team were also held this week to discuss the programs current progress.

Discussions are on going with MRRD regarding the finalization of the SIKA-East program Memorandum of Understanding. The MOU is in the process of being finalized and on-going coordination is happening. Once finalized, points of contact will be established to facilitate coordination across all IRs.

A draft copy of the minutes for the DSF workshop held last week will be made available soon. The session was extremely productive with excellent feedback coming from all participants. The session was used as both a sounding board for developing the larger DSF curriculum but also as part of the process of shaping and Afghanizing the DSF.

PROGRAM ACTIVITY

Below is a list of programmatic activity. The list is sectioned by program area and department. Should you require any additional information on any specific item do not hesitate contact me at mojeeb.stanikzai@sikaeast.com.

PROGRAM:

- Service Providers Catalogue compilation has been started and once submitted for internal review to SIKA-E management then it will be submitted to USAID for review.
- A draft version of the DSF developed in the kick-off meeting prepared in Dari and English and has been submitted to management for review and will be finalized shortly.
- Polling and focus group plan developed by the Communications team was presented to senior management this week with approval confirmed.
- RFPs for Polling and Focus groups submitted to AECOM home office for approval and review with a projected public announcement date of February 21st, 2012.
- Provincial profiles for Logar, Ghazni, Wardak, and Paktya have been submitted to SIKA-East Provincial Management Unit (PMU) heads for consultation and review.
- Initial SIKA-East promotional pack material as been drafted and circulated. Once approved the material will be submitted to MRRD for their review.
- Final draft of PMP submitted to SIKA-East senior management for review.

PROCUREMENT:

- Two 400 KVA generators, 15000 Litres fuel tank and cable purchased and received.
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- VSAT equipment, internet bandwidth, Networking and internal phone system are pending home office approval.
- CCTV cameras installed in SIKA-E office.

LOGISTICS:

- Property issuance forms in IML updated and revising IML for OneSource program.
- Orientation given to Logistics team on the processes: issuance, disperse, retrieval, filling & Documentation.

HUMAN RESOURCES:

Recruitment status of national staff

- Recruited in this period (3)
 - o Under process with AECOM (7)
 - o Under process with OSC (8)
 - o Under process with IRD (6)
- Total under process (21)