

SIKA-EAST WEEKLY PROGRAM UPDATE

No. 12

SIKA-East began the final preparation for the Logar Province roll-out this week. At issue was the coordination between the various IRs and support staff on how to effectively manage the event to ensure the best possible outcome. The programs for Logar and for Baraki Barak are ready for implementation once agreement on exact dates can be confirmed by USAID and MRRD.

Representatives from SIKA-East with outstanding support from PRRD directors met with NSP, NABDP and other key service providers at the province and district level. The Provincial RRD representatives were extremely helpful and offer whatever assistance was needed to facilitate the SIKA-East office embedding, program preparation and roll-out plan.

PROGRAM LAST WEEK 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 SIKA-East Communications Team at Communications.Weekly@SIKA-East.com.

- IR1 conducted extensive staff training in the District Stability Framework (DSF) methodology in order to increase the in house knowledge base, ability to identify sources of instability, and their root causes. This was also an opportunity to develop core training skills needed for the program roll-out.
 - IR1 has adapted the DSF methodology to make it relevant to our Afghan partners at the provincial and district level. This innovative approach will be tested in the upcoming Baraki Barak workshop and the feedback will help crystallize the approach for other key districts.
 - IR1 conducted a 2.5 days DSF workshop for the SIKA-EAST staff to gather feedback on how to best teach, train and mentor our Afghan partners at the provincial and district level. This training allowed the IR to refine its approach as well as provide a first DSF training opportunity for our Afghan staff.
 - IR1, Wed 6th Synchronization meeting with IR3 on SIKA fact sheet, IR1 work plan review, TOR development.
 - IR1, Thurs 7th TOR development, IR1 staff meeting, SIKA district workshop preparation.
 - The IR2 Team has conducted meetings with Counterpart International IPACs project to provide a list of civil society organizations working in Logar province. An initial draft of the SPC for Logar province is completed and will be submitted to USAID and MRRD by COB Saturday next week.
 - IR3 is currently developing a SIKA-East Fact Sheet for our Afghan audience. A subsequent will be developed for USAID in the near future. After completion of both versions, the final draft will be shared with USAID and MRRD for their feedback.
 - M&E has developed baseline survey indicators to conduct baseline survey in Baraki Barak and subsequently the baseline survey will be conducted in other 7 districts.
 - The initial drafts of the focus group and polling questions have been received and are under review. The SIKA-East Communications Team and M&E are currently reviewing the questions to ensure that they reflect the needs of the program as a whole, but also so that they collect the data necessary for a firm baseline of the program's M&E indicators.
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- The RFPs have been submitted to AECOM home office and are awaiting approval prior to publication.
- Using information gathered from the various IRs, IR1 has drafted a working roll-out model that will serve as the planning basis for the initial programming in Baraki Barak. The model lays out the internal tasks by IR with specific attention to training, curriculum development, communication GIRoA.
- The Capacity Building Team and IR3 have begun developing a set of core communication modules for use in training and capacity building with Provincial and District Entities

OPERATIONS AND MAINTENANCE:

- A Master inventory list has been prepared by procurement and will be uploaded into One Source.
- The new office building is ready with power and carpets installed.
- HR has recruited 2 additional staff this week.
- Sonic wall Contract has been awarded to Khorsheed Aria Company with a one-year contract for VSAT internet Bandwidth has been awarded to Asix Afghanistan Ltd.
- An introduction to OneSource has been provided to USAID staff.
- Carla Clemons, SIKA-E Grants and Compliance Director started her work this week
- Tessa Nordin, IR4 Lead (STTA), began her work on 8th March 2012
- DCOP Mojeeb Stanikzai will be on leave from 16 March 2012 until 3 April 2012.

PROGRAM NEXT WEEK ACTIVITY PROJECTION

PROGRAM

- IR1, Sat 9nd SIKa district workshop preparation, IR1 DSF training session.
 - IR1, Sun 10rd SIKa district workshop preparation “dry run”.
 - IR1, Mon 11th SIKa district workshop review/update.
 - IR1, Tues 12th Meeting on the roles of IRs (synchronization and cooperation), SIKa district workshop memo development.
 - IR1, Wed 13th SIKa district workshop memo development and internal review.
 - IR1, Thurs 14th SIKa district workshop memo completion.
 - IR2, Completion of Logar Province SPC
 - IR2 staff meeting with Ministry of Agriculture to collect information for the SPC.
 - IR3 and Capacity Building and Training departments, Continued development of Core Communications Training Modules
 - IR3, Completion of Fact Sheet for SIKa-East
 - IR3, Final draft of the Provincial Profiles finalized by IR3 and will be shared with USAID.
 - SIKa-E, Ready to conduct Kick-off meeting in Logar Province as soon as approval recieved from USAID and MRRD
 - IR3, Continued research company vendor identification process, in advance of the Focus Group and Polling RFPs.
 - IR3, Draft Polling and Focus Group questions presented to the IRs
 - IR4 and Grants, Planning meeting for setting up the policies and procedures for the IR4 activities.
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OPERATIONS AND MAINTENANCE:

- Creation of equipment list for Logar, Paktia and Maidan Wardak PMU Offices.
- Occupation of new SIKA-East office building in Kabul
- Office set up and moves in to the new office building
- Procurement furniture and other equipments for Guest House # 1 and 2
- Processing of 42 vacancies and recruitment of staff for SIKA-E main office, Logar, Paktia, Maidan wardak and Ghazni Provinces;