

SIKA-EAST WEEKLY PROGRAM UPDATE

No. 36

Last week GIROA including PRRDs were on their Eid holidays and will resume activities on Saturday next week. SIKA-East CCN staff were on their Eid holidays too until Tuesday this week. Some of the major activities took place during the past two days are listed as follow with where possible assistance from PRRDs.

This week the stability team reviewed recently developed *Hawza* Project Portfolios (HPP) and Community Stability Plans (CSP) to ensure the identified projects were linked to Sources of Instability (SoI) as per the requirements of SIKA-East. Additionally, the team discussed next step of the process for identifying stakeholders in each *Hawza* and how to involve them in programming with Community Development.

Stability program officers of Baraki Barak and Sayyidabad districts helped identify the location of the *Hawzas* and corresponding villages on a map. The final map was shared with USAID and other interested partners

The Communications and Outreach team with PRRD focused on preparing district profiles for Chak-i-Wardak, Wuza Jadran, Sayyidabad and Nerkh districts and will submit them for final approval early next week. Additionally, the team finalized the agenda for the first *Hawza*-level communications training, occurring next week in Baraki Barak.

Logar PRRD, PMU and Resource Development Unit completed arrangements such as; venue selection, finalizing participants list and printing handouts for the Padkhabw resource dialogue sessions, scheduled to occur next week.

Engineering Support Group (ESG) compiled unit cost data across districts and provinces. They also continued reviewing National Solidarity Program (NSP) standard plan and check-lists.

The Grants team prepared training materials for grant field officer training scheduled for next week. The training will include presenting a catalog of annexes; forms and templates; grants operational manuals; grant policy manuals; grantee handbooks; and procurement manuals. It is designed to further educate staff as well as prepare them for future training of potential and actual grantees. It will be organized and conducted with support and coordination of Capacity Building. Furthermore, the team finalized draft procurement procedures for procurement of goods and services under in-kind grant activities. The grants database manager together with Grants Team finalized the adjustment of the database Grant application format for uploading into the database system.

Program Support Unit (PSU) staff traveled to Logar province to visit program implementation in the field and further improve the coordination of field staff with Provincial Rural Rehabilitation & Development (PRRD).

Information & Communication Technology (ICT) worked on the designing and development of Communication & Outreach interim database and successfully finished the forms and screen mock-ups of the mentioned database

Monitoring & Evaluation (M&E) conducted a meeting with Capacity Building and Gender Unit (CBGU) regarding the coding system.

The Capacity Building Department coordinated training activities with related departments for the upcoming week.

Security Team processed travel authorizations for personnel traveling to and from provincial offices.

Human Resource (HR) Department filled three positions during the week.

FIELD ACTIVITIES

Ghazni

Ghazni provincial staff managed the day to day activities of the office during the week.

Logar

Logar PMU conducted a meeting with the PRRD Director to share and to exchange ideas and plans in project implementation.

Maidan Wardak

Sayyidabad and Nerkh District Support Unit (DSU) had various coordination meetings with the district authorities in order to collect data for district profile. Provincial Management Unit (PMU) conducted several meetings with provincial directorates to collect data for the service provider catalogue (SPC). Wardak PRRD Director issued an official letter to all provincial directorates to provide SIKA-East staff with required data. The Wardak SPC revision will be completed by next week.

Paktya

During the week Paktya provincial staff had a meeting with Refugee & Repatriation Department of the province in order to collect data for the SPC. They additionally had a meeting with Director of Economy through which they introduced AECOM and SIKA-East program to the director.

PROGRAM NEXT WEEK KEY ACTIVITIES PROJECTION

The Stability team plans to review HPPs and CSPs for all *Hawzas* of Baraki Barak and Sayyidabad to ensure the projects are designed to diminish SoI. The team will have further discussion on stakeholder mapping for each *Hawza* with the Community Development team to come up with a timeline for the next session of the stakeholder mapping. In addition, the team will jointly work with the Grants department to come up with criteria on how to prioritize projects.

Stability program officers in Baraki Barak and Sayyidabad will assist Resource Development and Grants in presenting the communication and the Service Provider Catalog (SPC) for members of the District Development Council (DDA), key community elders, and other line department from the Government.

Communication and Outreach will conduct *Hawza*-level communications training in Baraki Barak and internal staff development training in Kabul to ensure field staff are able to implement the next round of trainings.

Community Development will conduct resource information session as part of Padkhab resource dialogue and work on logistical arrangements. The team will follow up on Service Provider Fair (SPF) approval and related tasks. They will also start data collection for Provincial Department Service Profile (PDSP) of Logar and Wardak provinces.

ESG and Grants will open discussions with International Rescue Committee's (IRC) NSP team to learn more about how NSP is managed in Logar and Khost.

The Grants Team will conduct grant training to Wardak, Logar, Ghazni and Paktya provincial and district grant officers from August 27 - 29, 2012.

The grant's database manager will incorporate required changes to the interim grants database. This interim database is the will be followed by on- line database version.

ICT Team will work on the grant database. The team will install required software package for web-based database. Translation unit plans to translate Logar SPC from Pashto to English.

M&E will submit a detailed report regarding new coding system to Deputy Chief of Party (DCoP). The team will complete indicator-based data collection.

Capacity Building will facilitate Grant Components, *Hawza* Resource Dialogue and Strategic Communication Trainings for SIKA-East Employees, DDA & CDC members and line department representatives.

Security department will update RSI for Wardak province and work on solutions for the current concerns of the district offices.

HR Department will continue recruitment of 47 staff. The details are below:

- Twenty vacancies under process with AECOM;
- One vacancy under process with Technologists, Inc;
- Ten vacancies under process with OSC; and
- Sixteen vacancies under process with International Relief and Development (IRD).

FIELD ACTIVITIES

Ghazni

- Prepare for SIKA-East rollout in Ghazni; and
- Install VSAT in Dehyak and Andar DSU offices.

Logar

- Conduct a meeting with PRRD Director, hold a staff meeting; and
- Follow-up Baraki Barak office issue with DDA head of Puli Alam.

Maidan Wardak

- Coordinate and facilitate for Nerkh district roll out;
- Conduct coordination meetings with PRRD; and
- Collect data for SPC.

Paktya

- Conduct a coordination meeting with PRRD director and share SPC; and
- Conduct a meeting with Wuzha Jadran DDA members to assess general situation and identify level of support for SIKA-East programming.

Security:

- Total incidents for Logar – 3
- Total incidents for Wardak – 2

- Total incidents for Paktia – 0
- Total incidents: 5
- Total incidents directly impacting SIKA-East field staff: 0