

SIKA-EAST WEEKLY PROGRAM UPDATE

No. 44

A Service Provider Fair (SPF) is planned for November 2012 in Wardak. In preparation for the SPF, SIKA-East conducted several meetings with government and non-government service providers – most of the service providers expressed interest in the SPF. SIKA-East collected most of the service provider logos that are going to participate in the SPF; finalized the content of the SPF and Service Provider Catalog (SPC); and finalized banners and signage for the event.

SIKA-East designed and conducted three-day Training of Trainers (ToT) for strengthening the foundation for governance session, organizing the DDA/DCC+ to lead and manage district stabilization efforts from strategic planning through budgeting, executing and overseeing the District Project Portfolio (DPP). The workshop grounds this process in the district's existing governance framework, assisting participants to determine the structures, systems and tools needed for effective management and administration. The Logar and Wardak PRRD Social Organizers participated in the ToT, along with SIKA-East district and head office program staff. Trainees practiced activities within each of the training's three components (institutional overview, stakeholder dialogue and institutional management) using their experience to shape the district-level curriculum and training tools for the workshop.

SIKA-East completed the curriculum development of the infrastructure project planning technical training sessions:

- Project Feasibility;
- Site Inspection and Measuring Techniques;
- Understanding and Using National Solidarity Program (NSP) Design Drawings;
- Estimating Cost; and
- Environmental Compliance.

SIKA-East met with the International Relief and Development (IRD) Afghan Civilian Assistance Program (ACAP) II Chief of Party (CoP) to discuss a potential revamp effort for the Saydabad bazaar. Ideas and concepts from this meeting were forwarded on to USAID for direction.

SIKA-East drafted the timeline for roll-out to the new SIKA-East districts of Nerkh, Mohammad Agha and Deh Yak. The stability planning process methodology was refined. This process contains the Stability Analysis Methodology (SAM), resourcing dialogue, communication, project concept development and project advocacy and will be implemented in these new districts. The outcome of the stability planning process workshop will be *Hawza* Stability Plans (HSPs) and the DPP.

Looking forward to post-grant activities in the pilot districts of Baraki Barak and Saydabad, SIKA-East district and provincial field staff started developing the training programs on advocacy and other communication and outreach tools that will be conducted to support Project Action Plans (PAP) developed at the district level.

SIKA-East conducted a week-long workshop focused on case studies across various grant types starting from the receipt of the application through close out. The aim of the workshop was to test the process and forms of the grant making cycle. The workshop was followed by a one-day training on procurement, property and information management.

The Grant Manual was revised to include training and special needs grants as well as to incorporate minor updates such as the grant application. It will be submitted to the COR for approval within the next few days.

SIKA-East captured non-financial data into the **Afghan Info** database for FY2012 Q4. Various clarifications regarding the AID Effective Metrics were requested from and obtained from the **Afghan Info** Administrator – an updated list of definitions was received from the administrator as a result.

AECOM Head Office (HO) closes books in the last half of every month. As a result, MELU will obtain the 'closed-off' book financial data from AECOM HO as soon as the books are closed and then capture this accurate financial data into **Afghan Info**. The SIKA-East Contracting Officer Representative (COR) is aware of this.

As of the third week of October, RSI has completed a total of 28 Focus Groups (FG) in eight districts:

- Baraki Barak Four FG;
- Saydabad Five FG;
- Deh Yak Four FG;
- Mohammad Agha Three FG;
- Zurmat Three FG;
- Wuza Jadran Three FG;
- Chak-e-Wardak Four FG; and
- Nerkh Three FG.

Relevant SIKA-East staff attended Measuring Impact of Stabilization Initiative (MISTI) Portal training on Tuesday, October 16, 2012. The MISTI Management Information System (MIS) Specialist presented the various pages of the MISTI Portal and explained how the system works.

The Security Unit conducted security assessments for accommodation in Gardez District of Paktya Province. The team additionally conducted physical and weapons training for Afghan Public Protection Force (APPF) of the AECOM/SIKA-East Kabul office.

The Human Resource (HR) Unit filled three positions for AECOM and one position for International Relief and Development (IRD) during the week.

FIELD ACTIVITY SUMMARY

Ghazni:

- The Ghazni Provincial Management Unit (PMU) Manager conducted the regular weekly coordination meeting with the Provincial Rural Rehabilitation and Development (PRRD) Director. The manager updated the PRRD Director on SIKA-East achievements and plans.
- The Deh Yak and Andar District Profiles were completed and are under revision by the relevant SIKA-East Units in the Kabul office.

Logar:

- The Logar PMU Manager had a meeting with the PRRD Director during which he shared the Baraki Barak DPP.
- The PMU is compiling the vendor list of Logar Province, in preparation for the grants.

Paktya:

- The Paktya PMU Deputy Manager attended the PRRD regular weekly meeting. He visited the CARE International Office in Paktya to obtain essential information about the status of ongoing and planned projects in Zurmat and Zadrans Districts. The mentioned information is used to enrich the Service Provider Catalog (SPC).

- The Zadran team met the District Governor's representative, who is responsible for communications with the PRRD. He expressed his full support in any stage during implementation.

Wardak:

- The Saydabad District Support Unit (DSU) Manager and Deputy PMU Manager had various meetings with service providers, such as Departments of Telecommunication, Mine and Industries and Municipality, in order to coordinate the SPF.
- The Nerkh DSU had a coordination meeting with the District Governor (DG).

NEXT WEEK KEY ACTIVITIES PROJECTION

- Complete updating Ghazni SPC;
- Finalize the Mohammad Agha, Andar, Zurmat and Saydabad District Profiles;
- Review the results of strengthening the governance foundation ToT in preparation for delivering the training at district level;
- Focus on DPP to classify projects for each pilot district;
- Prepare for the roll-out of the new SIKA-East districts;
- Train Kabul and field staff on the improved stability planning process for implementation in the pilot districts;
- Collect training expenditures data for **TrainNet** FY 2012 Q4;
- Conduct security briefing for Security and Operations Officers of Mohammad Agha, Nerkh and Zurmat Districts; and
- HR Department will continue recruitment of 55 staff:
 - 33 vacancies in process with AECOM;
 - Eight vacancies in process with OSC; and
 - Eighteen vacancies in process with IRD.

NEXT WEEK PROJECTED FIELD ACTIVITIES

Ghazni:

- Prepare the list of participants for Ghazni capital and Deh Yak roll-out; and
- Arrange a meeting with the Ghazni PRRD Director.

Logar:

- Complete the list of youths, influential members and famous doctors in Mohammad Agha District for roll-out;
- Conduct a meeting with the Department of Women Affairs (DoWA) in regard to gender issues; and
- Complete the vendors list.

Paktya:

- Conduct a coordination meeting with the PRRD and other stakeholders; and
- Conduct a coordination meeting with the different NGOs.

Wardak:

- Prepare for the SPF;
- Exercise on grant applications to prepare for grant implementation; and
- Conduct engineering training for six *hawzas* of the Saydabad District.