



REGIONAL AFGHAN MUNICIPALITIES PROGRAM FOR URBAN POPULATIONS – REGIONAL COMMAND EAST

MONTHLY REPORT: MAY 2013



The Maidan Shar Sports Stadium Renovation and Construction Project has been completed

15 June 2013

REGIONAL AFGHAN MUNICIPALITIES **PROGRAM FOR URBAN POPULATIONS** **– REGIONAL COMMAND EAST**

MONTHLY REPORT: MAY 2013

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ABBREVIATIONS & TERMS

AO	Assistance Objective
ACSO	Afghan Central Statistics Office
ACSS	Afghanistan Civil Service Support Program (USAID)
AIDAR	USAID Acquisition Regulations
ANDS	Afghanistan National Development Strategy
ASI	Afghanistan Stability Initiative (USAID/DAI)
ASMED	Afghanistan Small and Medium-Sized Enterprise Development (USAID/DAI)
AVIPA	Afghanistan Vouchers for Increased Production in Agriculture (USAID)
ASGP	Afghan Sub-national Governance Program (UNDP)
CDC	Community Development Council (established under NSP)
CDP	Community Development Plan
CERP	Commander's Emergency Response Program
CLIN	Contract Line Item Number
CO	Contracts Officer
COP	Chief of Party
COTR	Contracting Officer's Technical Representative
DoS	Department of State
DAI	Development Alternatives Incorporated
DCOP	Deputy Chief of Party
DMA	Department of Municipal Affairs (Office within IDLG)
DDA	District Development Assembly
DoWA	Department of Woman's Affairs
EA	Embedded advisor
FAF	Foreign Assistance Framework
FIRUP	Food Insecurity Response for Urban Populations (USAID)
FOB	Forward Operating Base
FPO	Field Program Officer (USAID officer based at the PRT)
GDA	Global Development Alliance
GIRoA	Government of the Islamic Republic of Afghanistan
GIS	Geographic information system
HO	Home office
IARCSC	Independent Administrative Reform and Civil Service Commission
ICMA	International City/County Management Association (RAMP UP East Subcontractor)
IDLG	Independent Directorate of Local Governance
INF	Infrastructure (project)
IP	Implementing partner
IR	Intermediate Result
ISAF	International Security Assistance Force
LGCD	Local Governance and Community Development Project (USAID/DAI)
LOP	Life of project
M&E	Monitoring and evaluation
MIS	Management information system
MOU	Memorandum of understanding
MRRD	Ministry of Rural Rehabilitation and Development
MIP	Municipal Improvement Plan
MUDA	Ministry of Urban Development Affairs
NGO	Non-Governmental Organization
NINF	Non-infrastructure (project)
NSP	National Solidarity Program
OAA	Office of Administrative Affairs

O&M	Operations and maintenance
OSM	On Site Monitor (Field-based USAID representative)
PAR	Public administration reform
PDC	Provincial Development Committee
PMP	Performance management plan
POP	Period of performance
PRT	Provincial Reconstruction Team
RAMP UP	Regional Afghan Municipalities Program for Urban Populations (USAID Program)
RC (E, W, N, S)	ISAF Regional Command East, West, North, South
SMAP	Strategic Municipal Action Plan
SME	Small and medium enterprise
SMGA	Senior Municipal Governance Advisor (RAMP UP East Key Personnel)
SOP	Standard Operating Procedures
SOW	scope of work
SWM	Solid waste management
SO	Strategic Objective
TAMIS	Technical Assistance Management Information System
TAR	Technical assessment report
UN	United Nations
UNDP	United Nations Development Program
USAID	United States Agency for International Development
USG	United States Government
VET/CBSD	Vocational Education and Training and Community Based Skill Development Program (USAID program)

Terms

<i>Gozar</i>	Neighborhood
<i>Nahya</i>	Municipal District
<i>Wakil or kalantar</i>	Nahya or Gozar representative
<i>Mustoufiat</i>	Sub-national representative office for Ministry of Finance
<i>Tashkeel</i>	administrative structure of a GIRoA entity
<i>Safayi tax</i>	City cleaning service charge and property tax
<i>Sharwali</i>	Municipality
<i>Moqarara</i>	Regulation

MONTHLY REPORT: MAY 2013

EXECUTIVE SUMMARY

CAPACITY BUILDING

STANDARD OPERATING PROCEDURES (SOP) DEVELOPMENT

Integrated Financial Management System (IFMS)

RAMP UP East staff members participated in the Integrated Financial Management System (IFMS) training conducted by RAMP UP South at its Kabul headquarters. The four day training was extended for an additional two days (April 29th-May 2nd and May 5-6th) to enable participants to experience the actual operation of the system, including the entry of financial transactions. GDMA intends to implement the IFMS in all municipalities.

During the training, participants identified aspects of the system that need improvement. The system has not integrated the business licensing and fee collection, property registration and Safayi tax billing and collection, and revenue forecasting systems developed by RAMP UP East. RAMP UP East's Public Finance Department developed a detailed users' acceptance test of the system and provided detailed comments and recommendations to USAID and GDMA. These comments were reiterated at the coordination meeting with GDMA on May 19th.

The training will support RAMP UP East plans for the implementation of IFMS on a limited basis in select municipalities in the coming months.

Municipal Accounting and Budget Execution

The draft of the Municipal Accounting and Budget Execution Standard Operating Procedures was finalized during the month. The system forms a strong link with the Municipal Procurement Standard Operating Procedures developed earlier, starting from the preparation of municipal procurement plans as required by Afghanistan's National Procurement Law. Although the Municipal Accounting and Budget Execution SOP is identified in RAMP UP East's work plan as a discrete output, it will be offered for possible integration into an overall municipal budget preparation and execution manual that GDMA has been developing since the middle of 2012.

CAPACITY BUILDING METHODOLOGY

Training Content, Structure and Library

During the current month, RAMP UP East offered four training courses, including one replication of the Anti-Fraud Awareness Training II. A total of 73 individuals benefited from the training, 32 of which were municipal government officials and employees, as shown in the table below.

**Trainings/Workshops
May 2013**

Title	Municipalities	Participants	Venue	Date	Batch	Participants Breakdown				Gender Breakdown	
						RUE	Mun.	Other	Total	Female	Male
Tendering and Management of Construction Projects	All RAMP UP East Municipalities	RAMP UP East Engineering and Public Works Advisors and Municipal Counterparts	Kabul	29 April-2 May 2013	2	13	14		27		27
Anti-Fraud Awareness Training-of-Trainers II	Kabul, Bamyan, Charikar, Jalalabad, Khost, Maidan Shahr, Mehterlam, Pul-i-Alam	RUE Cross-Cutting and Public Admin. Advisors and Municipal Admin Managers	Kabul	6-8 May 2013		12	8		20		20
Anti-Fraud Awareness Training II	Bamyan	RUE embedded advisors and municipal officials and staff	Bamyan	20-May-13		3	10		13		13
Municipal Accounting and Budget Execution	All RAMP UP East Municipalities	RUE Public Finance Advisors	Kabul	21-23 May 2013		13			13		13
Total						41	32		73		73

All training course documents have been organized and will be submitted individually for inclusion in GDMA's training library. The materials for the three courses included in the Management of the Infrastructure Project Lifecycle will be sent as a complete set after the third course on Closedown and Handover of a Completed Project concludes in mid-June. The documents accompanying the Anti-Fraud Awareness Training II will be submitted at the end of next month once the training has been completed in all municipalities and all updates and improvements can be included in the final version. The Municipal Accounting and Budget Execution SOP, including the related training design and materials, will formally be presented to GDMA tentatively in the second week of June.

Also, this month the training department focused on the final development of the Closedown and Handover of a Completed Project course. This course will incorporate feedback from previous sessions, particularly focusing on hands-on exercises and screening participants to ensure that attendees have the required minimum qualifications to benefit from and enrich the group experience.

Mentoring of District Municipalities

This month, GDMA and USAID approved the final list of target districts (including the substitution of Ganikhail with Surkh Rod in Nangarhar and Merkaza Behsud with Jalrize in Wardak). RAMP UP East started with the implementation of the in-kind support component of the mentoring program. Procurement of office furniture and fixtures, office equipment, and office supplies for the target district municipalities was initiated and is expected to be completed early next month.

After the needs assessment of Jalrize in Wardak Province was completed in April, the mentoring program and in-kind support proposals for the municipalities were submitted for USAID review in early May. The needs assessment of Surkh Rod in Nangarhar was completed in the third week of May and the proposals were submitted for RAMP UP East management review at the end of the month.

Meanwhile, the mentoring program is still underway in the municipalities of Rodat, Barakibarak, Bagram, and Qarghaee. Officials of the provincial municipalities provided training and orientation to Revenue Administration, Finance/Accounting, Cleaning and Greening officials and staff of district municipalities on topics such as types of municipal revenue sources, business license and Safayi Tax billing and collection systems, development of municipal economic profiles; functional elements of solid waste generation, identification and mapping of formal and informal solid waste drop-off sites; public private

partnerships, and basic computer operation. This was supplemented by on-site observations of public service delivery and construction of infrastructure facilities guided by both the provincial municipal officials and RAMP UP East advisors.

ENGINEERING CAPACITY BUILDING

The RAMP UP East capacity building department is working to improve the ability of municipalities to plan, manage and ensure good quality construction of municipal projects. Integrated development planning is necessary for long-term technical and financial sustainability of municipal resources. RAMP UP East is supporting directly or indirectly wherever possible with regard to the planning and implementation of the operations and management of the programs.



RAMP UP East engineer explaining bar banding scheme to Charikar municipal engineer (municipal new building construction)

Therefore, RAMPUP East teams in 14 focused municipalities (Asadabad, Bamyar, Charikar, Gardez, Ghazni, Jalalabad, Khost, Mahmud-i-Raqi, Maidan Shar, Mehterlam, Panjsher, Parun, Pol-e-Alam and Sharana) are serving to help municipal engineering staff to build their capacity which will lead to improved production in the future. The main activities for capacity building for May included:

- Providing engineering frameworks for strengthening of municipal engineers to bring effective service on project sites
- Proposing the key engineering elements to integrated construction strategy sets in the context of projects
- Presenting in detail the key issues involved in the formulation and implementation of the projects to municipal engineers
- Generating source of illustrative construction and relevant materials during production, to enable municipal engineers to have a better understanding of main issues and apply the lessons in the projects
- Developing and implementing health & safety and environmental awareness programs for municipal engineering staff
- Coordinating, supervising, monitoring and assessing methods for all engineering activities under RAMP UP East projects and other municipal projects
- Guiding the preparation of engineering progress reports and other relevant documents by the project owners and municipalities for selective inspections of construction materials in use during construction stages
- Providing practical engineering and construction assessments/guidance at starting, ongoing and completion phases

In municipalities, service problems are quite similar and complex. Municipalities have limited capacity for analyzing and articulating physical and institutional tasks to deal with

engineering challenges and problems. Lack of skill ultimately affects decision making and the development of appropriate solutions. For that reason, RAMP UP East continues to apply hands on mentoring to improve skills and management practice through practical experience.

Management of Infrastructure Project Lifecycle

The training course entitled “Scoping, Tendering and Management of Design Contracts” was conducted in March. This was followed by the training on “Tendering and Management of Construction Projects” in late April and early May. Both courses: were attended by municipal technical/engineering staff as well as RAMP UP East embedded advisors during the month. Municipal counterparts have had opportunities to apply what they have learned from these courses in the execution of live projects in terms of conducting field investigations/surveys for the scoping of projects that municipalities will propose for joint implementation with RAMP UP East through the Municipal Incentive Fund (MIF). The results of these activities are documented in technical assessment reports (TARs), which then serve as the basis for preparing the municipalities’ MIF proposals. The application of other skills learned in the course will arise as the municipalities get approvals for and execute their MIF projects.

Anti-Fraud Training

The training-of-trainers (ToT) for the Anti-Fraud Awareness Training II was completed as scheduled on May 6-8. The course was attended by a total of 20 participants: eight Municipal Administration Managers, eight RAMP UP East Public Administration Advisors, and four Kabul-based advisors. During the first day of the training, the international short-term technical advisor delivered the course in English and provided pointers and guidelines on how to replicate the training for municipal staff. During the succeeding days, RAMP UP East advisors and their municipal counterparts practiced course delivery in Dari and Pashto. During the ToT, the participating trainers also agreed on the schedule and targets for the roll-out of the course in municipalities, as shown in the table below.

FRAUD AWARENESS TRAINING II PLAN AND SCHEDULE

No.	Training	Date	Location of Training	Participants	Number of Participants		Trainer	Language
					Low	High		
1	Fraud Awareness Training of Trainers II	6-May-13	RAMP UP East Office, Kabul	Selected Public Administration Advisors and Cross-Cutting Department Staff	11	11	Marc Alix	English
2	Fraud Awareness Training of Trainers II	7-May-13	RAMP UP East Office, Kabul	Selected Public Administration and Advisors, Cross-Cutting Department Staff, and Municipal Counterparts	19	19	Selected Public Administration Advisors	Pashto
3	Fraud Awareness Training of Trainers II	8-May-13	RAMP UP East Office, Kabul	Selected Public Administration and Advisors, Cross-Cutting Department Staff, and Municipal Counterparts	19	19	Selected Public Administration Advisors	Dari
4	Fraud Awareness Training II	20 May-20 June 2013	Bamyan	Municipal Officials and Employees of Bamyan	5	10	Bamyan Training Team	Dari
5	Fraud Awareness Training II	20 May-20 June 2013	Charikar	Municipal Officials and Employees of Charikar, Bazarak and Mahmud-i-Raqi	26	35	Charikar Training Team	Dari
6	Fraud Awareness Training II	20 May-20 June 2013	Gardez	Municipal Officials and Employees of Gardez	7	10	Gardez Training Team	Pashto
7	Fraud Awareness Training II	20 May-20 June 2013	Ghazni	Municipal Officials and Employees of Ghazni	6	8	Kabul Training Team	Pashto
8	Fraud Awareness Training II	20 May-20 June 2013	Jalalabad	Municipal Officials and Employees of Jalalabad and Assadabad (Two Batches)	78	105	Jalalabad Training Team	Pashto
9	Fraud Awareness Training II	20 May-20 June 2013	Khost	Municipal Officials and Employees of Khost and Sharana	25	27	Khost Training Team	Pashto
10	Fraud Awareness Training II	20 May-20 June 2013	Maidan Shahr	Municipal Officials and Employees of Maidan Shahr	6	10	Maidan Shahr Training Team	Pashto
11	Fraud Awareness Training II	20 May-20 June 2013	Mehterlam	Municipal Officials and Employees of Mehterlam	12	20	Mehterlam Training Team	Pashto
12	Fraud Awareness Training II	20 May-20 June 2013	Pul-i-Alam	Municipal Officials and Employees of Pul-i-Alam	6	10	Pul-i-Alam Team	Pashto
Total Number of Participating Trainers					19	19		
Total Number of Participating Municipal Officials and Employees					171	235		

So far only Bamyan was able to conduct the training. Ten municipal officials, including all department heads, and three RAMP UP East embedded advisors participated in the training on May 20th. The roll-out of the training in other municipalities could not be undertaken yet as both municipal officials and RAMP UP East advisors focused their attention on the preparation of project proposals for funding through the Municipal Incentive Fund. The training is now most likely to start in June.

PUBLIC FINANCE

The finalization of the 1392 budgets and procurement plans, together with budget monitoring and asset listing training, has created a firm foundation to begin the first production of annual financial statements in RAMP UP East municipalities. RAMP UP East has embarked on a program of manual and procedure production that makes the linkage between budgets, monitoring and financial management within a joined up financial cycle. Many municipalities have formed the asset management task teams necessary for fixed asset identification and valuation for balance sheets and depreciation in comprehensive income and expenditure accounts. Standard budget monitoring templates have been adapted to produce appropriate debtor/creditor accruals and reserve accounting. Time-tabling shows first production in October/November 2013.

Municipal Budget Status

All RAMP UP East municipalities, with the exception of Jalalabad, have received final budget approval from the Ministry of Finance. Bank reconciliations have been implemented in all municipalities, and all have developed a procurement plan in line with the Municipal Procurement SOP developed by RAMP UP East

This year has seen some delays in budget approvals, and the financial experts from all four RAMP UPS will meet as a single body to develop methodologies to streamline and speed up the budgeting process, building on lessons learned from this cycle.

Asset Listing, Production of Financial Statements and Budget Monitoring

As mentioned earlier, training was conducted in order to advance the achievement of indicator 1.1 performance budgeting system (properly known as objective budgeting) and indicator 1.2 municipalities with functioning accounting systems. The main result of this training was to secure the future production of the main financial statements, including balance sheets to October/November 2013, by advancing the production of manuals by 2 months.

RAMP UP East has produced manuals on Budget Monitoring and Asset Valuation that create the base level information for the production of the prime Annual Financial Statements. The table below illustrates the contribution of each accounting concept to the creation of each main accounting statement.

Item	Balance Sheet Production	Consolidated Revenue and Expenditure Account Production	Cash Flow Production
Budget Monitoring Manual			
Dividing budget into monthly profiles			Allows production of monthly cash flows
Providing accounting adjustment period for yearend accruals	Recognises current and non-current assets and liabilities	Matches revenues and expenditures in the right period	

Item	Balance Sheet Production	Consolidated Revenue and Expenditure Account Production	Cash Flow Production
Providing accounting adjustment for yearend reserve accounting	Creates appropriate reserves in equity section of balance sheet	Creates appropriation sums in revenue account	
Providing accounting adjustment for depreciation	Writes down asset values and capital replacement reserve	Expenses revenue account with asset wear and tear	
Asset Valuation Manual			
Identification of Asset classes and useful lives	Allows balance sheet to show different types of asset	Completes depreciation adjustment	
Details asset valuation methodologies	Aids asset recognition values		
Production of asset listings	Identifies assets to be valued		

These financial statements are required by Afghan law in its commitment to International Financial Reporting Standards and best international practice. These include Statements of Financial Position, Consolidated Income and Expenditure Accounts and Cash Flows. These manuals and templates translated into local languages at the municipal level will be discussed with the GDMA next month.

Draft Formats have been completed for each major statement and coordinated with the budget monitoring template to create the links in a coordinated financial cycle as required by best international practice.

The work plan for the production of financial statements is as follows:

Item	Required Party	Target Date	Status
1) Revise monitoring Template	RAMP UP EAST	30th May	Completed
2) Translate monitoring Template	Ghazni Municipality	6th June	Completed
3) Review monitoring Template	All municipalities	13th June	On going
4) Review Asset Manual	All municipalities	6th June	On going
5) Approach Property Department	All municipalities	13th June	On going
6) Discuss Manuals GDMA	RAMP UP EAST	30th June	2 nd week in June
7) Extend Template to include Reserves + accruals	RAMP UP EAST	13th June	On going
8) Action on Annual Financial Statements (AFS)	RAMP UP EAST	End August	Future Activity
9) GDMA Amendments/AGREEMENT	RAMP UP EAST	July	Future Activity
10) Professional Conduct draft	Gardez Municipality	10th June	On going
11) Rotation Advice	Ghazni Municipality	10th June	On going
12) Training on AFS	All municipalities	End August	Future Activity

Integrated Financial Management System (IFMS)

RAMP UP EAST participated in training on the new IFMS system and has made some important contributions to the integrity of the system. RAMP UP East will be working to develop a plan for the implementation of a minimum of two modules of the IFMS system in a select group of municipalities in the coming months.

SERVICE DELIVERY

Municipal Incentive Fund

The Municipal Incentive Fund was formally launched on May 13th. Preparatory activities leading to the launch included the drafting of a concept note as well as project proposal and cost calculation template, orientation of municipal embedded advisors, briefing of mayors and other municipal officials, and translation and circulation of the concept note and

templates. A total of nine proposals were received from six municipalities by the May 31st deadline. A one-week extension for the submission of proposals was granted and a total of 39 proposals were received by the extension deadline on 6 June. A summary of the proposals is reflected in Annex 2 – Potential Municipal Incentive Fund Projects.

The total estimated cost of the 39 projects is USD \$3,043,056. Of this total, RAMP UP East contribution is US \$1,895,180 and the municipal contribution is US \$1,140,318. The overall ratio between RAMP UP East and Municipal contribution to the proposed project total cost is approximately 62% and 38% respectively. On an individual proposal by proposal basis, the municipalities' pledged contributions ranged from a high of 81% and a low of 7%. Guidelines provided by RAMP UP East set the minimum contribution expected from each municipality for each project of approximately 30% of the total cost.

In the coming month, a full evaluation of the proposals submitted by the municipalities will be performed jointly between RAMP UP East and GDMA. This evaluation will include initial follow-up actions to verify and finalize the proposed projects scope of work, total estimated cost, and RAMP UP East/municipality scope split in relation to the eligibility criteria established in the MIF program concept brief. Once the evaluation of proposals is complete and final project selections made, RAMP UP East will negotiate with the municipalities to formalize each party's understanding of their respective responsibilities in implementing the project and commitment of the required resources.

INFRASTRUCTURE AND SERVICE DELIVERY

STRENGTHENING SOLID WASTE MANAGEMENT

Implementation of Solid Waste Collection Program

May included five working weeks for solid waste collection. Collection for the period was therefore considerably higher at 12,872 cubic meters compared to last month's 8,682 cubic meters. The aggregate solid waste generation in all the 13 municipalities was measured at 16,520 cubic meters while the corresponding figure for April was 11,593.

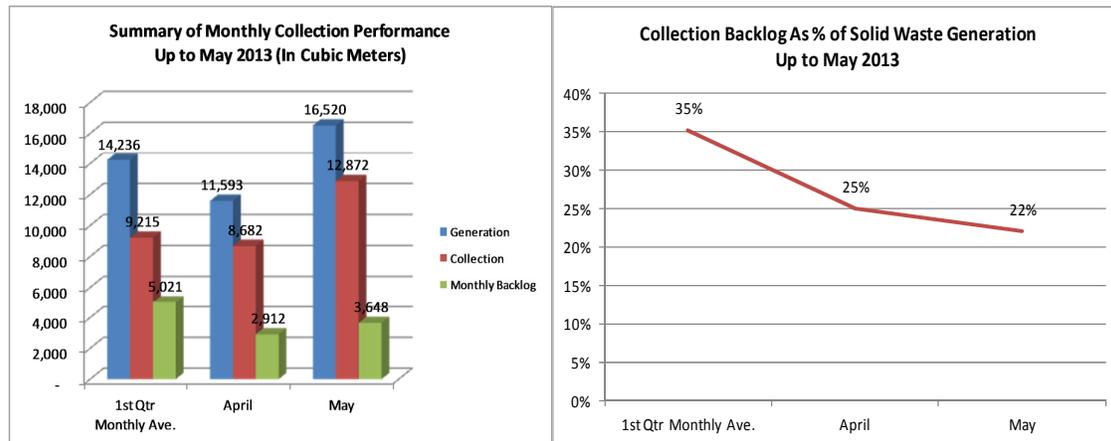
The municipalities' collection performance during the month of May is summarized in the following table.

OVERALL MONTHLY SOLID WASTE COLLECTION SUMMARY SHEET
May 2013

No.	Municipality	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
		No.	Man-days	No.	No. of Trips	Formal	In-formal	Generated	Collected	No.	Man-days	Vol./Crew (m3)	Vol./Mday (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	Assadabad	16	480	3	106	169	32	250	212	2	60	13.3	0.4	70.7	35.3	2.0
2	Bamyan	4	80	1	19	265	40	85	75	-	-	18.8	0.9	75.0	19.0	3.9
3	Bazarak	4	40	2	20	170	81	131	121	-	-	30.3	3.0	60.5	10.0	6.1
4	Charikar	26	754	5	396	250	336	2,800	1,396	-	-	53.7	1.9	279.2	79.2	3.5
5	Gardez	18	576	3	252	376	150	1,950	940	-	-	52.2	1.6	313.3	84.0	3.7
6	Ghazni	43	1,158	7	450	755	165	1,050	1,496	1	29	34.8	1.3	213.7	64.3	3.3
7	Jalalabad	68	1,887	18	1,640	651	1,222	5,706	5,176	-	-	76.1	2.7	287.6	91.1	3.2
8	Khost	27	810	7	349	395	339	1,713	1,382	5	-	51.2	1.7	197.4	49.9	4.0
9	Mahmud-i-Raqi	18	570	4	168	464	146	450	463	-	-	25.7	0.8	115.8	42.0	2.8
10	Maidan Shahr	18	488	2	52	216	60	280	225	-	-	12.5	0.5	112.5	26.0	4.3
11	Meherlam	18	564	4	153	482	53	1,400	729	-	-	40.5	1.3	182.3	38.3	4.8
12	Pul-i-Alam	9	261	2	110	275	234	400	444	-	-	49.3	1.7	222.0	55.0	4.0
13	Sharana	8	163	2	75	163	65	305	213	-	-	26.6	1.3	106.5	37.5	2.8
Total		277	7,831	60	3,790	4,631	2,923	16,520	12,872	8	89	46.5	1.6	214.5	63.2	3.4

In absolute terms, the amount of uncollected waste of 3,648 cubic meters showed a sizeable

increase over last month's 2,912 cubic meters.



In relation to the volume of waste generated during the period, however, the backlog was only 22%, showing a further improvement on the 25% achieved in April. Both figures gain added significance when considered side by side the monthly average of uncollected waste during the first quarter of the year of 35%.

A major factor contributing to the improvement trend is the utilization of the solid waste management equipment purchased by RAMP UP East, which enables municipalities to increase the frequency and coverage of solid waste collection. Still, some municipalities have not been able to put their newly acquired equipment into operation. In Charikar, license plates for the dump trucks are still being processed at the local police headquarters and the municipality is still in the process of recruiting drivers. Maidan Shahr's skid loader has, up until now, remained unused due to the poor condition of the road leading to the municipality's landfill.

Gardez, on the other hand, has just hired the crew that will man the RAMP UP East-purchased solid waste collection vehicles. The collection performance of the municipality is therefore expected to improve during the coming month.

Municipalities continued to undertake supplementary measures to keep their territories clean. Ghazni has now fully privatized waste collection in Nahias 1, 2, and 3. Solid waste collection is not yet being rendered in Nahia 4 because of very low population density. The municipality has however encountered problems in the door-to-door collection scheme in Nahia 2, where a private contractor started work only during the second half of the month. It seems that households in the area have not been properly informed of the collection routes and schedule, resulting in poor collection coverage that elicited various complaints from the affected residents. With the advice of RAMP UP East's Public Works Advisor, the private contractor has now launched a public information campaign targeting waste generators in its service area.

Pul-i-Alam successfully held a Hashar for the first time, prompted by citizens' complaints of uncollected garbage in certain areas of the municipality. Given the citizens' enthusiastic response and the positive effects on the city's cleanliness and appearance, the mayor of Pul-i-Alam declared that henceforth Hashar will become a regular municipal event. Similarly, the municipality of Bazarak organized and conducted the third round of Hashar covering the residential and commercial areas of the district of Anaba.

Charikar with, RAMP UP East support, conducted a door-to-door campaign to increase

public awareness on the importance of a clean environment as well as the role and responsibility of the municipality and citizens in building and sustaining a healthy and clean environment.

Septic Tank Servicing

This month, Khost hired and trained a crew for the new septic tank servicing activity. Service began in the second week of May with the accomplishments as summarized in the accompanying table.

Summary of Septic Tank Emptying Service Delivery May 2013				
Week	Collection Target		Actual Collection	
	Vol. (m ³)	No. of Cust.	Vol. (m ³)	No. of Cust.
1	300	48	223	24
2	300	48	194	13
3	NA	17	199	12
4	NA	23	180	13

The municipality has not met its weekly target in terms of both collection volume and number of customers served. A major underlying reason was the malfunctioning of one of the two septic tankers. As of the last week of the month, the supplier has already inspected the equipment and promised to undertake the necessary repairs, including the replacement of broken parts as part of its warranty obligations. The equipment is expected to return to normal operation in June.

To drum up interest and generate more paying customers for the service, the municipality has launched a public information campaign through local radio and television stations. Also, the municipality is charging a flat tariff rate of AFN 1,000 per customer, which is way below the operation and maintenance cost recovery level. The plan is to gradually introduce upward tariff adjustments in conjunction with the increase of public interest in the service.

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CLIN 2 INFRASTRUCTURE PROJECTS

This month, progress has been made to complete and close the remaining CLIN 2 subprojects that are on-going.

The two sub-road asphaltting projects in Ghazni, the stadium renovation project in Maiden Shar and the Dosarka-Fabreka road improvement project in Jalalabad have now all been substantially completed. At this point, however, only Jalalabad's Dosarka-Fabreka road project is ready for handover.



Boundary wall construction in Mahmud Raqi



Construction of the Market in Pul-e-Alam

Re-work on Maidan Shar's stadium project is ongoing, including the replacement of mosaic tiles, painting of the changing rooms, replacement of damaged windows and doors and some boundary wall cement work. The final inspection of the Shah Mir Asphalt sub road # 1 & Drainage Ditch Reconstruction Project and the Sub-Road Asphalt Project revealed some minor deficiencies. The subcontractors are currently proceeding to correct these deficiencies. These outstanding works in both Maidan Shar and Ghazni are expected to be completed in early June, and these projects should then be ready for handover shortly thereafter.

Good progress has been made with construction of the markets in Pul-e-Alam and Sharana and it is expected that these projects will be completed sometime in July.

Contractual issues have been resolved with the subcontractor responsible for the sub-roads asphalt project in Bamiyan with mobilization to the project site imminent. It is expected that this project will be completed next month.

A summary of the on-going CLIN 2 infrastructure projects is reflected in Appendix 1.

LOCAL ECONOMIC DEVELOPMENT AND REVENUE GENERATION

Local Economic Development Planning Follow-up Activities



LEDP city marketing workshop in the Bazarak

During May there was significant progress with follow-up activities for the Local Economic Development Plans. Mahmud Raqi, Sharana and Ghazni Municipalities all completed their LEDP internal meetings, which are used to finalize preparations for the LEDP city marketing workshops. Mahmud Raqi, Sharana and Bazarak were also able to complete their city marketing workshops in May. Next month the last remaining municipalities, i.e., Bamiyan, Ghazni and Gardez will conduct their LEDP city marketing workshops as well.

The RAMP Up East economic development team has already started identifying potential projects from the LEDPs for further development and follow-up. Approaches have also been made to potential investors about some of the project ideas discussed during the city marketing workshops.

One priority activity that will be conducted in June will be special workshops in selected municipalities to explain some of the options available for privatizing existing solid waste management systems. The first two municipalities where the workshops will be conducted will be Mehterlam and Charikar. The RAMP Up East economic development team will offer mayors assistance to prepare pre-feasibility studies, tender documents and any other technical assistance required to facilitate the successful privatization of their solid waste systems.

The progress in each municipality with regard to LEDP activities is shown below:

No	Municipality	LEDP	LEDP Internal meeting	City Marketing Workshop
1	Assadabad	Completed	17/Dec/2012	8/Jan/2013
2	Jalalabad	Completed	Jalalabad already	has a plan
3	Mehterlam	Completed	6/Mar/2013	4/April/2013
4	Panjsher	Completed	9/April/2013	16/May/2013
5	Mahmood Raqi	Completed	15/May/2013	29/May/2013
6	Charikar	Completed	29/Dec/2012	31/Jan/2013
7	Bamyan	Completed	29/April/2013	
8	Maidan Shar	Completed	5/Jan/2013	12/Feb/2013
9	Ghazni	Completed	12/Dec/2012	
10	Puli Alam	Completed	20/ Feb/2013	13/Mar/2013
11	Gardez	Completed		
12	Khost	Completed	20, Jan,2013	17/April/2013
13	Sharana	Completed	19/May/2013	26/May/2013

Business Registration and Licensing Activities

The Bamyan Municipality has received final approval from the provincial development council for their new proposed license fee rates, which are on average ten times higher than the previous rates. Unfortunately, the embedded advisors and their counterparts now need refresher training on the latest modifications to the database application because they have not used it for almost 10 months due to the reluctance of the mayor to use the new RAMP UP East system.

The other 12 municipalities continue to use the RAMP UP East system to register new businesses and to issue business licenses.

The table below shows the latest cumulative progress with business licensing for all 13 municipalities.

No	Municipality	# of new businesses registered/ total		# of business license bills printed this month/ total		Total fees deposited in bank (Afs) this month / Total		# of licenses issued this month / total	
1	Gardez	11	2,298	37	341	23,700	190,900	37	341
2	Jalalabad	289	7,303	753	4,203	160,300	878,680	753	3,577
3	Khost	6	5,551	44	1,342	16,450	565,389	44	1,280
4	Maidan Shar	5	380	5	85	2,000	31,000	5	85
5	Mehterlam	2	2,160	2	1,489	350	79,515	2	1,073
6	Mahmud Raqi	22	1,091	56	641	26,200	271,400	55	641
7	Panjshir	0	514	2	207	700	62,810	2	207
8	Pul-e Alam	13	1700	85	195	101,510	217,538	111	218

No	Municipality	# of new businesses registered/ total		# of business license bills printed this month/ total		Total fees deposited in bank (Afs) this month / Total		# of licenses issued this month / total	
9	Sharana	144	1,284	571	1,284	177,200	177,200	110	304
10	Charikar	0	2,515	221	21,840	2,750	251,330	73	2,442
11	Ghazni	319	7,794	552	2,585	196,783	803,697	639	2224
12	Assadabad	0	1,547	33	1,136	12,800	245,300	33	719
13	Bamyan	License distribution for 1392 is awaiting refresher training for officials.							

Extension of Property Registration Survey in Assadabad, Charikar, Mehterlam, Mahmud Raqi and Maidan Shar

The second round of property registration is running smoothly in Assadabad, Charikar, Mehterlam and Mahmud Raqi Municipalities. Assadabad and Mehterlam are collecting *safayi* fees while their survey teams continue to register properties.



Surveyors measuring properties in Maidan Shar

Charikar and Mahmud Raqi are progressing well with registration of new properties, but the issue of billing for multi-year *safayi* fees has slowed down collections because of ongoing debates about how many years will be collected, and what rates will be used for this one-time multi-year invoice. The RAMP UP East database programmers will be visiting both cities in the first week of June to show local officials how to accommodate multi-year collections.

Below is a summary table showing the progress of the property registration activities and *safayi* fee collection for the month of May.

No	Municipality	# of properties registered this Month/ Total		# of <i>Safayi</i> invoices printed this Month / Total		Total Money deposited this Month / Total		<i>Safayi</i> certificates printed this Month /Total	
1	Charikar	987	7,610	122	154	Nil	Nil	Nil	Nil
2	Mahmood Raqi	535	1,760	2	2	Nil	Nil	Nil	Nil
3	Assadabad	1,097	4,084	16	207	92,643	818,566	10	146
4	Mehterlam	439	2,007	68	1,282	48,345	285,945	49	215
5	Maidan Shar	275	275	Nil	Nil	Nil	Nil	Nil	Nil

Preparations have begun for the development of new initiatives in the area of municipal privatization and capitalization of other sources of income that are available to the municipalities.

CROSS-CUTTING ISSUES

Youth Activities

The youth participation coordinator along with the public administration advisors oversaw the launch of a door-to-door campaign on the roles and responsibilities of municipalities and citizens in seven municipalities. The campaign was organized in collaboration with the municipality, department of youth, culture and information and youth groups and associations. In each municipality up to three Wakil Guzars supervised the volunteers. At the end of the campaign municipality officials issued certificates of appreciation to the volunteers.

INTER-GOVERNMENTAL COMMUNICATION

Technical Working Groups

GDMA has circulated the notice as well as the agenda for Round 14 of Technical Working Group (TWG) meetings to be held on June 4-5. The TWG for each Contract Line Item Number (CLIN) is planning to discuss the following:

- CLIN 1 (Capacity Building): Sharing of lists of trainings conducted and equipment handed over to municipalities.
- CLIN 2 (Service Delivery): Presentation of service delivery projects by the implementing partners.
- CLIN 3 (Revenue Enhancement and Economic Development): Monitoring of and reporting on budget execution.
- CLIN 4 (Cross-Cutting Themes): Update on the progress of gender, public participation, and other cross-cutting activities by all partners

In an article in the local newspaper, ANIS, the head of youth services and foreign relation of the Ministry of Youth, Culture and Information praised RAMP UP East for provision of classroom equipment and furniture to youth departments and groups in Jalalabad, Mehterlam, Parun, Asadabad, Pul-i-Alam, Khost, Charikar and Bamyar.

INTERVIEW WITH THE DEPUTY MAYOR OF MEHTERLAM

Abdul Moqem Niazi, Engineer the Mayor of Mehterlam, discussed his vision, successes and biggest challenges in an interview with RAMP UP East. Following is an excerpt of the highlights of the interview.



What has been your biggest success as a mayor? And what was (or is) your biggest challenge?

Establishing and maintaining working relationships with other government directorates and donor agencies has been one of our successes. Prior to my appointment as the mayor, the municipality did not have any contact or coordination with other stakeholders. We have focused on identifying reliable and stable revenue sources. We built a 60 room hotel in the heart of the city. We estimate that the municipality's annual revenue will increase by 13 percent. The hotel was built from the municipality budget with 13 million AFS (\$260,000).

How do you assess the RAMP UP East capacity building program?

RAMP UP East's support to the municipality has been invaluable. It is because of RAMP UP East's support that today the municipality have increased revenue, established systems, able to issue business licenses, have designed and completed infrastructure projects. More importantly, our staff capacity has been improved. Two years ago, it took us several months to prepare our annual budget, and it took another several months to correct the errors. But this year our staff with guidance from RAMP UP was able to prepare the budget and get GDMA's approval immediately after submission. Our payroll system is standardized and easy to implement. The service delivery projects are selected in consultation with people in citizen forums. RAMP UP's support has helped build a relationship and trust between the municipality and citizens.

MONTHLY HIGHLIGHTS

Development of the Asset Valuation Manual

This month the Asset Valuation Manual was developed by the RAMPUP East Public Finance team. This manual outlines the necessary procedures and processes for the identification, valuation and classification of assets for municipalities. IDLG has been requesting asset lists from municipalities for some time; working groups are forming in municipal offices and this manual will facilitate the production of the necessary lists. This mechanism will also help the groups gather the information that will be used for Balance Sheet production later in the year.



Finance advisor briefing Municipal Finance Manager about asset management and budget

Property Registration is Finally Expanded to Maidan Shar Municipality

After more than six months of requests from the Mayor of Maidan Shar, the RAMP UP East economic development team was able to extend the ongoing property registration activities to Maidan Shar Municipality this month,.

The mayor's team was very enthusiastic and provided the embedded team with assistance to recruit a team of 12 local surveyors. Each survey team is supposed to have one female to help the teams gain access to residential properties in the event that only the lady of the house is present when the team visits.

Unfortunately, all four female surveyors resigned before they could even start work due to security concerns. The mayor immediately responded to this problem by securing the cooperation of the neighborhood heads (*wakil gozar*) to accompany each team every day. The *wakil gozars* are well known in their own areas so the problem of gaining access to houses was resolved. The survey is now running smoothly thanks to the prompt action of the mayor.



A surveyor measuring one of the shops in Maidan

GHAZNI'S SOLID WASTE COLLECTION EXCEEDS SOLID WASTE GENERATION

During the last week of the month, the Municipality of Ghazni achieved a solid waste collection level that significantly exceeded the total waste generated during the period. The municipality's collection reached 348 cubic meters compared to total waste generation of 210 cubic meters.

Weekly Solid Waste Collection Summary
May 26-31, 2013

No.	Municipality	Collection Crew		Trucks		No. of Sites		Volume of				Collection Performance Indicators				
		Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	Formal	In-formal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	Assadabad	16	96	3	22	38	7	50	44	2	12	2.8	0.5	14.7	7.3	2.0
2	Bamyan	4	20	1	5	65	10	23	20	-	-	5.0	1.0	20.0	5.0	4.0
3	Bazarak	4	8	2	4	34	15	24	22	-	-	5.5	2.8	11.0	2.0	5.5
4	Charikar	26	156	7	86	50	80	560	290	-	-	11.2	1.9	41.4	12.3	3.4
5	Gardez	24	144	5	75	86	36	390	303	-	-	12.6	2.1	60.6	15.0	4.0
6	Ghazni	43	258	8	97	120	32	210	348	1	6	8.1	1.3	43.5	12.1	3.6
7	Jalalabad	68	367	18	321	129	211	1,158	1,023	-	-	15.0	2.8	56.8	17.8	3.2
8	Khost	28	168	8	77	84	77	355	288	3	-	10.3	1.7	36.0	9.6	3.7
9	Mahmud-i-Raqi	18	114	3	36	95	25	90	95	-	-	5.3	0.8	31.7	12.0	2.6
10	Maidan Shahr	18	107	2	11	48	13	56	49	-	-	2.7	0.5	24.5	5.5	4.5
11	Mehterlam	21	126	4	32	100	10	280	146	-	-	7.0	1.2	36.5	8.0	4.6
12	Pul-i-Alam	9	54	2	22	55	42	80	88	-	-	9.8	1.6	44.0	11.0	4.0
13	Sharana	8	48	2	24	60	10	90	72	-	-	9.0	1.5	36.0	12.0	3.0
	Total	287	1,666	65	812	964	568	3,366	2,788	6	18	9.7	1.7	42.9	12.5	3.4

The municipality has now privatized the door-to-door waste collection in three of its four Nahias. Under the scheme, contractors are obliged to render 100% waste collection in their respective coverage areas, freeing up the municipality's own collection crew to focus on the clearing of past collection backlogs.

Door to Door Campaign

This month seven municipalities launched a one-day door-to-door campaign in Bamyan, Bazarak, Mahmud Raqi, Gardez, Pul-i-Alam, Charikar and Khost. A total of 179 youth, including 88 females, participated in a one day orientation prior to visiting 2,017 houses. The volunteers distributed 4,400 educational flyers with information about roles and responsibilities of municipalities and citizens.

MUNICIPAL PROGRESS REPORTS

MAIDAN SHAR MUNICIPALITY

PROVINCE: WARDAK

Capacity Building

Public Finance

Maidan Shar has a fully approved Budget and quality procurement plan. The Public Finance Advisor attended the budget monitoring and balance sheet training and has committed to the production of financial statements this year.

The new Accounting Manager has been trained on the M16 form (payment order) and recording of expenditure transactions and computer based templates (M20 form and check books). He has also been trained on the concepts of asset listing in order to pursue the production of balance sheets later this year.

The mayor has requested monthly expenditure and revenue reporting, in line with the new budget monitoring template. Accounting staff have been trained in monthly closedown procedures.

The RAMP UP East Public Finance advisor has briefed Municipal staff regarding the Integrated Financial Management system. After discussing the benefits, system configuration and outputs, the accounting manager was willing to implement but voiced concerns regarding the equipment and IT requirements in terms of the IT capacity within the municipality.

Mentoring of District Municipalities

The mentoring program and in-kind support proposals for Jalrize were approved by USAID this month. Maidan Shar will now begin the mentoring program for its two target municipalities, Jalrize and Sayedabad.

Service Delivery

Solid Waste Collection

For the five-week period covered by the month under review, the municipality collected a total of 225 cubic meters of solid waste compared to 181 cubic meters during the previous month, which covered only four weeks. The average weekly collection remained at 45 cubic meters. The municipality's collection backlog of 20% of total waste generation is better than the average for all RAMP UP East municipalities of 22%.

The municipality's solid waste collection performance is summarized in the following table.

Waste Collection Summary
Municipality: Maidan Shahr
Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	18	73	2	9	31	12	56	34	-	-	1.9	0.5	17.0	4.5	3.8
2	18	100	2	11	46	10	56	47	-	-	2.6	0.5	23.5	5.5	4.3
3	18	103	2	11	48	11	56	49	-	-	2.7	0.5	24.5	5.5	4.5
4	18	105	2	10	43	14	56	46	-	-	2.6	0.4	23.0	5.0	4.6
5	18	107	2	11	48	13	56	49	-	-	2.7	0.5	24.5	5.5	4.5
Total	18	488	2	52	216	60	280	225	-	-	12.5	0.5	112.5	26.0	4.3

CLIN 2 Infrastructure Projects

Re-work related to correcting the pending defects made progress this week on the Stadium project. Work included the replacement of mosaic tiles, painting of the changing rooms, replacement of damaged windows and doors and some boundary wall cement work. It is expected that the remaining work related to this project will be complete in early June and that the project will be presented to the municipality for turnover.



Economic Development and Revenue Generation

The property registration survey teams are working well and managed to survey and register 275 properties during May. The survey had a problematic start due to the difficulty of finding female surveyors to work with the field team. Initially four female surveyors were recruited

but all of them withdrew from the team within a few days citing security concerns. The absence of females in the team necessitated the use of Wakil Gozar (neighborhood heads) instead to ensure that the teams are granted access to houses.

Community Engagement

The mayor of Maidan Shar, Eng. Mahmood Amiri, in a radio interview with RTA on May 23 explained the property registration process and its impact on the municipality's revenue. The mayor said with technical and financial support from RAMP UP East, the municipality has started registration of properties in the city on May 19 with the expected completion date on August 20. The mayor called on citizens to cooperate



Maidan Shar Mayor in an interview with RTA A radio

with the surveyors. He also said that since the municipality is a self-funded public service entity revenue collected from property registration will assist the municipality to provide further services to its citizens.

On May 27 the mayor convened a citizen forum. Participants included twenty-one citizens representing civil society, line government directorates, and private sector. The environmental protection representative provided a report from his visit to the market. He said the condition in the market needs improvement, there is no running water or electricity. Shopkeepers are not following the proper procedures. The mayor said the municipality will consider providing water and electricity in the market.

The municipal revenue manager informed the participants about new guidance regarding signs and notice boards for businesses. He said Maiwand advertising company has been contracted to print standard signs for the businesses. Shopkeepers will be asked to pay 200 AFs per m². Maidan Shar Mayor also briefed the participants about the property survey and registration. He asked the representatives to assist the surveyors in collecting accurate data.

GHAZNI MUNICIPALITY

PROVINCE: GHAZNI

Capacity Building

Public Finance

The municipality's budget is formally approved by the central government agencies and the procurement plan is also fully complete.

The Ghazni Public Finance Advisor and municipal staff have completed the translation of the budget monitoring template into local languages on behalf of the 13 RAMP UP EAST municipalities.

The Public Finance Advisor also supported the Municipal Engineer in estimating the costs and monitoring three projects implemented by the municipality: sidewalk, ditch and culvert.

The Municipal revenue staff was effective in preparing documents for collection of the city service fee, a levy on business goods imported into the city. Assistance was provided by the Public Finance Advisor on this as well as a refresher course on the recording of revenue vouchers into the municipal revenue cash receipts journal and posting into sub ledgers using the templates developed by RAMP UP East in 1390. Further refresher training was provided in the preparation of payroll (M40), introduced in 1390 by RAMP UP East.

The Municipal Accounting Clerk assisted Qarabagh municipality in the preparation of documents for the opening of a bank account.

Mentoring of District Municipalities

The team leader of Ghazni has recently just been replaced. The mentoring program for the three districts of Moqor, Jaghuri, and Qarabagh is expected to start in earnest during the coming month.

Service Delivery

Solid Waste Collection

The total solid waste collection for the month of 1,496 cubic meters exceeded total solid waste generation by over 400 cubic meters. The municipality is slowly catching up with previous collection backlogs.

The municipality's collection performance for the month of May is summarized in the following table.

Waste Collection Summary
Municipality: Ghazni
Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol./Trip (m3)
1	42	210	7	116	180	36	210	350	1	5	8.3	1.7	50.0	16.6	3.0
2	42	252	7	87	188	44	210	305	1	6	7.26	1.21	43.57	12.4	3.5
3	47	282	8	92	195	38	210	304	1	6	6.47	1.08	38.00	11.5	3.3
4	26	156	4	58	72	15	210	189	1	6	7.27	1.21	47.25	14.5	3.3
5	43	258	8	97	120	32	210	348	1	6	8.09	1.35	43.50	12.1	3.6
Total	43	1,158	7	450	755	165	1,050	1,496	1	29	34.8	1.3	213.7	64.3	3.3

This impressive collection performance can be attributed largely to the privatized door-to-door waste collection in all the three Nahias (1, 2, and 3), where all the private contractors are obliged to provide a 100% waste collection coverage in their respective franchise areas. The municipality's collection crew is then freed up to focus on the clearing up of previously uncollected trash, especially in informal drop-off sites and drainage ditches.

The municipality reported less than full collection during the fourth week of the month as it encountered problems in the door-to-door collection scheme in Nahia 2. It seems that households have not been properly informed of the collection routes and schedule. With the advice of RAMP UP East's Public Works Advisor, the private contractor has now launched a public information campaign targeting waste generators in its service area.

CLIN 2 Infrastructure Projects

The Shah Mir Asphalt sub road # 1 & Drainage Ditch Reconstruction Project and the Sub-Road Asphalt Project were substantially completed this month. A final inspection for both projects was performed and some minor deficiencies were noted. The subcontractors are proceeding with corrective action to resolve all noted deficiencies and all required re-work will be completed early next month. It is tentatively planned that these two projects will be handed over to the municipality next month.



Shah Mir Asphalt Sub-Road Project in Ghazni



Asphalt Sub-Road Project in Ghazni

Economic Development and Revenue Generation

Ghazni Municipality has issued 639 business licenses during May as part of a concerted effort to make up for very long delays in processing business licenses under the old mayor.

Community Engagement

On May 6th the mayor was interviewed by Ghaznavian Radio/ TV Channel. The focus of the three-minute interview was the municipality budget and city parks and recreational facilities. The mayor said that once the budget is approved, the municipality will start implementing the projects that are specified in the budget. The mayor said the municipality's service delivery team has completed an assessment of infrastructure projects that require maintenance and renovation.



Ghazni mayor during interview with Ghaznavyan Radio/TV Channel, May 6

On May 18th in another interview with radio Ghaznavian the mayor expressed concern about citizens' lack of cooperation in keeping the city clean. The reporter raised citizens' concern regarding lack of action and planning by the municipality to repair damaged sidewalks, roads and ditches and collect solid waste on a regular basis. The reporter also said that citizens expect the municipality to take action against vendors who sell expired or low quality food products and other commodities in the market.

The mayor said Ghazni Municipality has very limited resources which sometimes cause delays in transporting solid waste. He said that in order to address citizens' concerns, the municipality will privatize solid waste collection and management. He also encouraged citizens to discuss their complaints and suggestions with their Wakil Guzars who will then bring issues to the attention of relevant municipality departments.



Ghazni citizen forum May 21

The municipality of Ghazni convened its monthly citizen forum on May 21 in the municipal meeting hall. The forum was attended by 22 men and 2 women. The mayor reviewed the issues that were discussed in the previous forum and explained the property valuation and Safayi fee rate. Haji Amanullah, a Pharmacist, raised the issue of illegal parking on the sides of the roads. The mayor said the issue of parking belongs to the transportation department and he will raise the issue with the relevant authorities. Ms. Julina, provincial council member, asked for information about the municipality's public outreach activities. The mayor described the various methods and tools, such as forums, the newsletter, media, and notice boards that the municipality uses to communicate with citizens.

BAMYAN MUNICIPALITY

PROVINCE: BAMYAN

Capacity Building

Public Finance

The Bamyan municipality has received budget approval from Ministry of Finance and has completed its procurement plan. The procurement planning process has been used by the municipality to:

- Profile all line budget items in Code 22 (Goods and Services Expenditure) with improved descriptions
- Coordinate monthly profiles with dates of quotations and pricing
- Increase the public transparency of procurement by certifying procurement dates
- Provide certainty regarding final contract signatures
- Provide certainty on start and end dates of projects
- Project future cash flows

Service Delivery

Solid Waste Collection

Solid waste collection remained at the same level as last month at 15 cubic meters per week. It is noteworthy that the municipality's collection backlog of 10 cubic meters or 12% of total solid waste generation is significantly below the average of 22% for all RAMP UP East municipalities.

The municipality's collection performance is summarized in the following table.

Waste Collection Summary

Municipality: Bamyan

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	4	20	1	4	70	10	18	16	-	-	4.0	0.8	16.0	4.0	4.0
3	4	20	1	5	65	10	22	20	-	-	5.0	1.0	20.0	5.0	4.0
4	4	20	1	5	65	10	22	19	-	-	4.8	1.0	19.0	5.0	3.8
5	4	20	1	5	65	10	23	20	-	-	5.0	1.0	20.0	5.0	4.0
Total	4	80	1	19	265	40	85	75	-	-	18.8	0.9	75.0	19.0	3.9

Bamyan municipal officials, with facilitation from RAMP UP East advisors, held a dialogue with members of the women's council of Mulia Ghulam village on the installation of trash bins in this village.

CLIN 2 Infrastructure Projects

Negotiations have been completed with the subcontractor for the resumption of the

Reconstruction and Asphalt Paving of Streets & Drainage Ditch Construction Project. The remaining work is associated with 6 sub-roads that had not been completed prior to the onset of winter. All work related to 21 of the 27 sub-roads has been completed as is the ditch and slab work. The remaining 6 sub-roads will be completed by reinforced concrete rather than asphalt surfacing. Now that negotiations are complete, work is expected to resume in June with completion expected by the end of the month.

Economic Development and Revenue Generation

Bamyan Municipality is now ready to start using the RAMP UP East business licensing system with their new rates after almost a year of delays. However, refresher training is now needed because the municipal staff has forgotten how to use the application. This will be done in the first week of June.

Community Engagement

Bamyan municipality convened its monthly citizen forum on May 14. The forum was attended by 29 citizens including 8 women representing local Shuras, line ministry directorates and business owners. The acting mayor, Abdul Hussain Farzam, said hotel and restaurant owners were instructed to build bathrooms for their customers; however, this has not happened yet. He urged the business owners to strictly follow this matter. The chair also called on participants to cooperate with the municipality in keeping the city clean. The provincial environmental protection director shared his department's findings of an assessment of the local market. The director said there are 21 butcheries in the city; three were fined for causing environmental pollution in the city. The director and participants asked the municipality to build proper slaughter houses or move the informal slaughter houses from the market.

Participants also discussed the issue of deforestation around Foladi road and asked the municipality to take action to stop the destruction. Yosuf from the 3rd district asked about municipality's plan regarding land distribution in the 3rd district. Muzafar, a shopkeeper, raised the need for additional trash bins in the city as well as the cleaning of the river that runs through the bazaar. He said people are dumping garbage in the river and it is the municipality's responsibility to prevent that from happening. The deputy mayor promised to discuss the issues with the relevant municipal officials as well as other stakeholders.

Gender and Youth Activities

In Bamyan, 30 youth volunteers (16 female and 14 male), along with 3 Wakil Guzars conducted a door-to-door campaign in all four districts of Bamyan city to raise awareness on roles and responsibilities of citizens and municipalities. The volunteers visited 300 households and distributed 800 flyers. During a debriefing at the end of the campaign the youths shared their experiences with each other. One of the volunteers said, "I would like to thank RAMP UP East and the municipality for initiating this campaign. This activity



Door-to-door campaign in Bamyan

encouraged the spirit of volunteerism among youths.”

Coordination

The RAMP UP East Public Administration Advisor and Team Leader held a meeting with the department of youth, information and culture to discuss youth participation in citizen forums. The issue of the door-to-door campaign was also discussed during the meeting. The director welcomed the initiative and promised to encourage the youth to participate in municipal activities.

CHARIKAR MUNICIPALITY

PROVINCE: PARWAN

Capacity Building

Public Finance

The Municipality now has a fully approved budget and a quality procurement plan. Using the principles of procurement planning, the Public Finance Advisor has developed a standard quotation form for contractors to state costs in a standard manner for bid evaluation activities.

The Public Finance Advisor has been engaged with the Municipal Accounting Manager, Municipal Procurement Manager and Municipal Property Manager, to improve budget monitoring using the RAMP UP EAST template. The Public Finance Advisor has also begun briefing this team on the preparation of an asset listing to enable balance sheet production this year. Also covered during the briefing were plans to depreciate these assets for the annual financial statements.

Representatives of the municipality took part in the recent IFMS informational training this month. The municipality has shared some positive points of the system and also raised some issues that need to be addressed.

The Public Finance Advisor assisted the municipal team with the district mentoring program for Bagram district municipality. The municipal team has provided accountancy and computer training.

Mentoring of District Municipalities

The Public Works Officer of Charikar Municipality continued the training to Bagarm district municipality Nahia Manager and Greenery/Sanitation Officer on their roles in service delivery projects. Similarly, the district municipality's Tax Collection Manager continued to receive training on the Safayi Tax Billing and Collection System.

Service Delivery

Solid Waste Collection

Out of the total waste generation of 2,800 cubic meters, Charikar was able to collect only 1,396 cubic meters for a collection backlog of 50%, which is essentially the same as the previous month's collection performance.

The municipality's collection performance for the month is summarized in the table below.

Waste Collection Summary

Municipality: Charikar

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol./Trip (m3)
1	26	130	5	55	32	60	560	240	-	-	9.2	1.8	48.0	11.0	4.4
2	26	156	5	75	70	40	560	280	-	-	10.8	1.8	56.0	15.0	3.7
3	26	156	7	96	50	80	560	300	-	-	11.5	1.9	42.9	13.7	3.1
4	26	156	7	84	48	76	560	286	-	-	11.0	1.8	40.9	12.0	3.4
5	26	156	7	86	50	80	560	290	-	-	11.2	1.9	41.4	12.3	3.4
Total	26	754	5	396	250	336	2,800	1,396	-	-	53.7	1.9	279.2	79.2	3.5

It has been reported that the plates for the dump trucks donated by USAID through RAMP UP East are still being processed at the local police headquarters and the municipality is still working to recruit drivers.

On May 13, the municipality, with the support of RAMP UP East, conducted a door-to-door campaign to increase public awareness on the importance of a clean environment as well as the roles and responsibilities of the municipality and the citizens in building and sustaining a healthy and clean environment.

Economic Development and Revenue Generation

The property registration survey teams surveyed and registered 987 properties during May. The issue of billing for multi-year *safayi* fees has slowed down collections because of ongoing debates about how many years will be collected, and what rates will be used for this one-time multi-year invoice

Community Engagement

Charikar municipality hosted the Municipal Advisory Board meeting on May 21 in the municipal meeting hall. The meeting was called by the municipality and attended by 23 out of 25 members. The chairperson and deputy chairperson were not present for the meeting and none of the other MAB members agreed to chair the meeting. Therefore, the meeting was chaired by a municipal official. The purpose of the meeting was to discuss the municipality's



Charikar Municipality Advisory Board Meeting

plan to build a market. The discussion was essentially a one-way dialog whereby the municipality described the proposed project and all members supported the idea and expressed the need for a proper market in Charikar. Other issues discussed included the Safayi tax collection, property registration and the door-to-door campaign. Members appreciated the municipality's effort in reaching out to citizens to educate them about responsibilities of citizens and municipalities. The chair stated that the door-to-door campaign was conducted with technical and financial support from RAMP UP East.

Gender and Youth Activities

On May 13, thirty volunteer youths (13 female, 17 male) attended a half a day briefing on the door-to-door campaign concept and methodology in Charikar municipality. In prior consultations with the mayor and the department of youth the coverage area was selected to be the fifth and sixth districts of the city. The volunteers along with three supervisors from amongst themselves visited 367 houses and disseminated 500 educational flyers. The mayor invited the volunteers for a meeting at the end of the day. The mayor expressed his gratitude for their active participation and encouraged them to continue working on a voluntary basis with the municipality to improve communication and their relationship with citizens. The mayor gave the volunteers certificates of appreciation.

MAHMUD RAQI MUNICIPALITY

PROVINCE: KAPISA

Capacity Building

Public Finance

The municipal budget and the procurement plan have been approved. The procurement plan activity has been followed up with training of the Accounting Manager that emphasizes the components of the procurement plan and how to implement proper procedures.

Training was also given on budget monitoring and evaluation techniques describing

- Usefulness of monitoring and evaluation
- The benefits of monitoring and evaluating variances
- Assigning responsibilities for monitoring and evaluation

A problem was encountered with the continuation of bank reconciliations at the municipality when the Manager of the d'Afghanistan Bank refused to supply bank statements to the municipality. This issue has been elevated to the Mayor who has been asked to write to the bank demanding statements.

Service Delivery

Solid Waste Management

Mahmud-i-Raqi further improved its collection performance from a weekly average of 85 cubic meters (compared to 70 cubic meters in March) to 93 cubic meters during the month under review as it optimized the utilization of solid waste collection vehicles handed over by RAMP UP East. As a result, the total collection for the month was 463 cubic meters and this exceeded by 3% the total waste generation for the same period.

The municipality's collection performance in May 2013 is shown in the table below.

Waste Collection Summary

Municipality: Mahmud-i-Raqi

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	18	114	3	30	88	29	90	90	-	-	5.0	0.8	30.0	10.0	3.0
2	18	114	3	33	90	30	90	90	-	-	5.0	0.8	30.0	11.0	2.7
3	18	114	3	35	100	35	90	98	-	-	5.4	0.9	32.7	11.7	2.8
4	18	114	3	34	91	27	90	90			5.0	0.8	30.0	11.3	2.6
5	18	114	3	36	95	25	90	95	-	-	5.3	0.8	31.7	12.0	2.6
Total	18	570	4	168	464	146	450	463	-	-	25.7	0.8	123.5	44.8	2.8

CLIN 2 Infrastructure Projects

Work related to the Mahmud-I-Raqi Municipal Office Boundary Wall & Sidewalk Construction Project has re-started this month and significant progress has been made in the leveling of the site, and construction of the boundary wall.



Construction of the Mahmud Raqi Municipal Office Boundary Wall & Sidewalk Construction Project

Economic Development and Revenue Generation

The property registration survey teams are working well and managed to survey and register 535 properties during May. The issue of billing for multi-year *safayi* fees has slowed down collections because of ongoing debates about how many years will be collected, and what rates will be used for this one-time multi-year invoice. A small number of large provincial government buildings have also refused to pay their Safayi fees; this has also caused delays while negotiations continue to resolve this issue.

Community Engagement

This month the municipality updated the information displayed on the notice boards. At the instruction of the new mayor, the municipality’s Administration Manager updated the notice boards with pictures and summary of minutes of the citizen forum, a map of the city, a message about environmental benefits of greenery and trees, and a job announcement for a surveyor. The notice boards were placed in four locations around the city. The four suggestion boxes that are checked twice a month did not have any suggestion or complaints.

On May 28 the municipality conducted its monthly citizen forum. The forum was chaired by the mayor and attended by 18 citizens. Participants were representatives of the Provincial Development Council, shopkeepers, civil society and school teachers. The mayor welcomed the participants and briefly reviewed the minutes of the previous meeting. He then talked about the municipality’s plan to build a new town in Mahmud Raqi. The mayor said “The municipality is currently in communication with the landowners and as soon as an agreement is reached, the initial construction work will start.” He added, the municipality will give the construction contract to a private company according to the government’s bidding and contract procedures.

Gender and Youth Activities

On May 7th, 10 male and 10 female volunteers took an active part in a one day door-to-door campaign to raise awareness about citizens’ and municipal responsibilities. The volunteers visited 250 houses in Deh Baba Ali and distributed 500



Mahmud Raqi door-to-door campaign.

educational flyers. Agha Gul, a resident of Deh Baba Ali, said, “We are ready to assist the municipality in keeping the city clean, but the municipality needs to install trash bins in different parts of the city.” At the end of the campaign, Mayor Sayed Azizullah Hashimi, and representatives of youth department and the Kapisa youth association handed certificates of appreciation to the volunteers in a ceremony hosted by the municipality.

Coordination

On May 23rd, the RAMP UP East team leader held a meeting with the Youth Association Director of Kapisa Province. The purpose of the meeting was to discuss the importance of youth participation in municipal affairs. The director said the municipality has not paid enough attention to the needs of youth, “We have discussed the need for a sports stadium and field several times, but the municipality has done nothing in this regard.” He promised that his association will continue encouraging youth to participate in citizen forums and assist the municipality in *Hashar* events and other activities.

BAZARAK MUNICIPALITY

PROVINCE: PANJSHIR

Capacity Building

Public Finance

The municipality has now a fully approved budget and quality procurement plan. The mayor has sanctioned the production of a full asset listing to identify both the number and condition of assets. The mayor has made the point that valuation may be difficult in the Afghan context, but the manual relies on depreciated replacement cost, estimates of which should be available from various professionals within the municipality. To make the procurement plan a living document, training was again undertaken with the Accounting Manager with updating the plan and its effects on projected cash flows.

Like other municipalities time was spent on assisting the GDMA inspection team with working papers and explanations during the course of the audit.

This month, with the Accounting Manager was trained on the completion of the 1391 and 1392 budget monitoring template, which identifies variances along with critical Key performance indicators regarding cash flows, reserves and sustainability.

Service Delivery

Solid Waste Collection

The municipality maintained its weekly collection average of 24 cubic meters. The collection for the month reached 121 cubic meters, which is only 8% less than the total waste generation of 131 cubic meters, as shown below.

Waste Collection Summary

Municipality: Bazarak

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	4	8	2	4	34	13	20	18	-	-	4.5	2.3	9.0	2.0	4.5
2	4	8	2	4	34	14	24	22	-	-	5.5	2.8	11.0	2.0	5.5
3	4	8	2	4	34	20	37	35	-	-	8.8	4.4	17.5	2.0	8.8
4	4	8	2	4	34	19	26	24	-	-	6.0	3.0	12.0	2.0	6.0
5	4	8	2	4	34	15	24	22	-	-	5.5	2.8	11.0	2.0	5.5
Total	4	40	2	20	170	81	131	121	-	-	30.3	3.0	60.5	10.0	6.1

On May 15, the municipality successfully organized the third round of Hashar (voluntarily collective work) covering the residential and commercial areas of the district of Anaba. The event generated a wide public participation, which included the Bazarak Chief of Police, representatives of local business community, and school officials and students, in addition to the municipality solid waste collection crew. In his opening speech, the Chief of Police expressed appreciation for the activity and emphasized that 'It is every citizen's moral duty not only to take part in this activity but also to sustain its achievements to keep the environment clean.'

The municipality also conducted a survey in connection with the construction of a perimeter fence around the landfill in Rokha village.

Economic Development and Revenue Generation

The RAMP UP East GIS Director completed boundary maps for the municipality in accordance with instructions from GDMA. The maps were completed with assistance from municipal staff and the mayor. Twelve large A0 size maps will be provided to the municipality for use by department heads. The municipality also successfully completed their LEDP city marketing workshop this month.

Community Engagement

The Bazarak municipality Administration Manager, supported by RAMP UP East Public Administration Advisor, updated the information on the municipal notice boards. The notice boards are installed in the bazaar and outside the municipality compound. The updates included information about the municipal budget, the list of projects and estimated costs, as well as general information about municipal departments.

Gender and Youth Activities

On May 1st, the RAMP UP East youth coordinator met with the youth department and groups in Bazarak to discuss the door-to-door campaign concept and methodology. Mr. Rohul Amin, the Director of the Youth Department, appreciated RAMP UP East and the municipality's efforts in involving the youth in public awareness and education activities. The campaign was launched on May 5 and 6 and covered areas between Rukha district and Bazarak city. Sixteen volunteers including eight females visited 400 houses and distributed 500 flyers.

One of the volunteers, Zakim Shah, said, "I am honored to have been part of this activity. It is a very effective way to educate people. These small flyers contain a lot of useful information about the municipality and people's role and duties in city life." In the closing ceremony, the governor appreciated the youth for their contribution. The volunteers were issued certificates of appreciation by the governor, deputy governor, mayor and the Director of the Youth, Information and Culture Department.

JALALABAD MUNICIPALITY

PROVINCE: NANGARHAR

Capacity Building

Public Finance

The municipal budget is at the GDMA after an intervention by RAMP UP EAST regarding the utilization of the 1391 instead of the 1392 pay and grading system. RAMP UP East has assisted with the conversion to the new scales and certain other quality adjustments to ensure approval is forthcoming soon. The budget is currently being reviewed by GDMA. A quality procurement plan has also been produced.

Mentoring of District Municipalities

The provincial municipality continued the mentoring of Rodat district municipal officials on solid waste collection, transport, and final disposal as well as on the underlying concepts and techniques of 3Rs (reduce, re-use, and recycle). The district municipality's Revenue Manager continued his training under Jalalabad's Revenue Manager in the preparation of economic and revenue profiles as well as on the business license and Safayi Tax registration, billing, and collection systems.

The needs assessment of Surkh Rod was completed. The mentoring program and in-kind support proposals for the district municipality were submitted for RAMP UP East management review toward the end of May.

Service Delivery

Solid Waste Collection

The municipality's average weekly collection slightly went down from 1,042 cubic meters in April to 1,035 cubic meters during the month under review. Total collection for the month reached 5,176 cubic meters against total waste generation of 5,706 cubic meters for a collection backlog of only 9%, as shown in the following table.

Waste Collection Summary

Municipality: Jalalabad

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	68	383	18	328	133	320	1,123	1,045	-	-	15.4	2.7	58.1	18.2	3.2
2	68	378	18	331	129	227	1,134	1,055	-	-	15.5	2.8	58.6	18.4	3.2
3	68	382	18	328	126	231	1,142	1,031	-	-	15.2	2.7	57.3	18.2	3.1
4	68	377	18	332	134	233	1149	1022	-	-	15.0	2.7	56.8	18.4	3.1
5	68	367	18	321	129	211	1158	1023	-	-	15.0	2.8	56.8	17.8	3.2
Total	68	1,887	18	1,640	651	1,222	5,706	5,176	-	-	76.1	2.7	287.6	91.1	3.2

CLIN 2 Infrastructure Projects

The last remaining work related to the Dosarka-Fabreka Road Improvement Project consisted of construction of 40 meters of concrete drainage ditch that was earlier delayed at the request of the municipality. In order to complete this section of ditch, an existing wall

required demolition. Once the existing the wall was demolished, construction of the remaining 40 meters of ditch was completed.



Wall demolitions and ditch construction in Jalalabad

Community Engagement

The deputy mayor of Jalalabad participated in a 40-minute talk show organized by RTA's *Gardai Mez* (round table) program. The host asked him to explain the municipality's activities and service delivery projects. The deputy mayor said the municipality's sanitation and greenery staff collect trash from all parts of the city in two shifts. He said the crew work in different shifts including night shifts. He also said the municipality has used different means and tools to educate the public about municipality's functions and citizens' responsibilities. These include monthly citizen forums, drawing contests, door-to-door campaigns and radio and television programs. He said all public outreach-related activities are carried out with technical support from RAMP UP East. The deputy mayor also talked about the municipality's ongoing and planned activities.

Coordination

On May 20, the RAMP UP East Team Leader held a meeting with a delegation from the Independent Directorate of Audit and Control. The delegation was in Jalalabad to monitor and inspect the municipality's activities and find out the types of support RAMP UP East provides to the municipality. The Team Leader provided information about capacity building, service delivery, economic development and revenue generation, public outreach and small grants. Mr. Abdul Basir, the head of the delegation appreciated RAMP UP East's support to the municipality and requested a written summary of the information.

ASADABAD MUNICIPALITY

PROVINCE: KUNAR

Capacity Building

Public Finance

The municipality has a fully approved budget and has produced a procurement plan.

The public Finance advisor undertook a series of refresher training activities to embed the following accounting principles

- Cash disbursement transactions in the M20 (expense ledger) including double entry book-keeping and cross checking to improve accuracy
- Bank reconciliation for the month of Swar 1392 including cross referencing bank statements with expenditures on the M20 and cross referencing with all cash receipt transactions.

In addition training was given on Excel functionality that complemented the above activities and helped with budget variance analysis such as averages and percentages. The Finance officer was mentored and was able to enter the payroll independently and produce a summary sheet for distribution to management within the municipality. The Municipal Finance Officer was able to reconcile the cash book with bank statements to produce the bank reconciliation for the month of Swar.

Service Delivery

Solid Waste Collection

The municipality's weekly collection average was maintained at almost the same level as last month's at about 42 cubic meters. The total waste collection for the month thus reached 212 cubic meters out of a total waste generation of 250 cubic meters, resulting in a collection backlog of 15%.

The municipality's collection performance is summarized in the following table.

Waste Collection Summary

Municipality: Assadabad

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	16	96	3	22	32	6	50	44	2	12	2.8	0.5	14.7	7.3	2.0
2	16	96	3	21	31	7	50	42	2	12	2.6	0.4	14.0	7.0	2.0
3	16	96	3	20	32	6	50	40	2	12	2.5	0.4	13.3	6.7	2.0
4	16	96	3	21	36	6	50	42	2	12	2.6	0.4	14.0	7.0	2.0
5	16	96	3	22	38	7	50	44	2	12	2.8	0.5	14.7	7.3	2.0
Total	16	480	3	106	169	32	250	212	2	60	13.3	0.4	70.7	35.3	2.0

Economic Development and Revenue Generation

The property registration survey teams surveyed and registered 1,097 properties during May. Ten *safayi* certificates were issued with a total of AFN 92,643 being collected.

Community Engagement

This month the mayor informed RAMP UP East that he did not want to have any public outreach related activities and this issue has been discussed with GDMA. RAMP UP East's Public Administration Advisor continued the on-the-job training of his municipal counterpart.

MEHTERLAM MUNICIPALITY

PROVINCE: LAGHMAN

Capacity Building

Public Finance

The municipal budget has been fully approved and is complimented by a quality procurement plan. The municipality presented its 1392 budget to the citizen's forum on 30 May. The Municipal Finance Manager briefed the citizens on the budget process itself, forecasting methods, expenditures, the solid waste management program budget and the targeted development projects for 1392.



RAMP UP EAST's Public Finance Advisor also continued to assist the municipality in its capacitation of Qargai district Admin Finance manager in:

- Preparation of payroll form M16
- Bank reconciliation

The Mehterlam municipality finance officers were also assisted with updating the M20 expense ledgers, cash receipt journals and payroll.

Mentoring of District Municipalities

Officials of the district municipality have been receiving from their provincial municipal counterparts training in revenue administration, computerized payroll preparation, and basic computer operation.

Service Delivery

Solid Waste Collection

The municipality collected 729 cubic meters, which is only about half of the total waste generation of 1,400 cubic meters. The weekly collection average has been maintained at 146 cubic meters, as shown in the table below.

Waste Collection Summary

Municipality: Mehterlam

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	17	102	4	30	90	12	280	140	-	-	8.2	1.4	35.0	7.5	4.7
2	17	102	4	27	95	10	280	145	-	-	8.5	1.4	36.3	6.8	5.4
3	18	108	4	30	92	12	280	148	-	-	8.2	1.4	37.0	7.5	4.9
4	21	126	4	34	105	9	280	150	-	-	7.1	1.2	37.5	8.5	4.4
5	21	126	4	32	100	10	280	146	-	-	7.0	1.2	36.5	8.0	4.6
Total	18	564	4	153	482	53	1,400	729	-	-	40.5	1.3	182.3	38.3	4.8

Economic Development and Revenue Generation

The property registration survey teams are working very well and managed to survey and register 439 properties during May. Forty-nine *safayi* certificates were issued with a total of AFN 48,345 being collected.

Community Engagement

This month, the Mehterlam Municipality convened a citizen forum which was attended by 21 participants. The Municipal Finance Manager shared the details of the 1392 budget and asked the participants to review the list of previously prioritized projects to ensure the projects are still the priority. The mayor said the new municipal Tashkeel was recently approved by the central government. The municipality's Finance Manager explained the budget preparation process and the difference between the development and operating budgets. He also talked about the sources and types of revenue in Mehterlam.

GARDEZ MUNICIPALITY

PROVINCE: PAKTIA

Capacity Building

Public Finance

The municipal budget has been fully approved with a valid procurement plan.

The Public Finance Advisor has trained the Accounting manager on the use of the budget monitoring template. The Accounting manager has entered the budget information for 1391 and 1392 along with actuals and has an appreciation of the budget variances so far this year and which variances require attention. General accountancy training was also provided to the Accounting Manager, Revenue Manager and the Business License Officer. This included the fundamentals of financial control, management, planning and financial decision making.

The Gardez municipality has also been tasked with the initial development of a draft professional code of practice for Afghan municipal finance staff. This product is on track and will be distributed for municipal discussion and GDMA amendment and approval in June.

Significant progress was made on asset listing with the distribution of the draft Afghan municipal asset valuation manual to the property department. The provision of the asset listing will be an important first step in the first production of annual financial statements for this municipality

Service Delivery

Solid Waste Management

The municipality recorded the highest collection backlog of 52% of total waste generation. The total collection for the month amounted to 940 cubic meters out of 1,950 cubic meters of waste generation.

The municipality's collection performance is summarized in the table below.

Waste Collection Summary

Municipality: Gardez

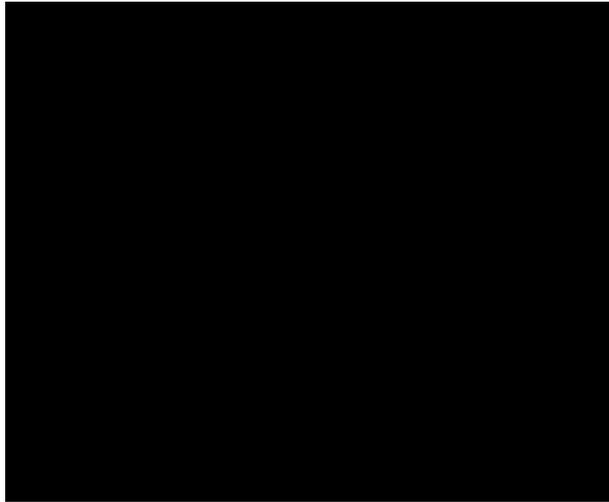
Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	18	108	3	43	70	30	390	153	-	-	8.50	1.42	51.00	14.3	3.56
2	18	108	3	42	69	24	390	151	-	-	8.39	1.40	50.33	14.0	3.60
3	18	108	3	44	74	30	390	158	-	-	8.8	1.5	52.7	14.7	3.6
4	18	108	3	48	77	30	390	175	-	-	9.7	1.6	58.3	16.0	3.6
5	24	144	5	75	86	36	390	303	-	-	12.6	2.1	60.6	15.0	4.0
Total	18	576	3	252	376	150	1,950	940	-	-	52.2	1.6	313.3	84.0	3.7

The municipality has just hired the crew that will man the RAMP UP East-purchased solid waste collection vehicles. The collection performance of the municipality is expected to improve during the coming weeks.

Community Engagement

The mayor of Gardez and the governor laid the foundation stone for the Gardez Public Park on May 1st. The park was designed last year by a group of engineers from the municipality assisted by RAMP UP East. The park will be built by the municipality with an estimated budget of AFN 30,455,487. The event was attended by members of parliament, provincial council members, line directorates, civil society representatives and USAID. The park will have separate entrances and areas for men and women. The event was covered by Mili TV, Shamshad, Ariana, and Lemar national television and radio channels.



Governor of Paktiya inaugurated the park project in Gardez city

This month, a door-to-door campaign in districts 1, 2, 3 and 4 of the city was conducted with the participation of 10 females and 16 males along with 3 Wakil Guzars. The volunteer youth visited 200 households and distributed 800 educational flyers about citizens and municipalities' roles and responsibilities. Gardez municipality then hosted an event to honor and appreciate the volunteers for their contribution.



Female volunteers in Gardez during door-to-door campaign, May 28

KHOST MUNICIPALITY

PROVINCE: KHOST

Capacity Building

Public Finance

This municipality has an approved budget and certified quality procurement plan. Training has been conducted in Afghan procurement law and procedures. The municipality has also completed the draft RAMP UP East budget monitoring template and has populated it with data.

A meeting on asset listing has been held with the Accounting Manager, Property Manager and Goods Manager to determine the best way to proceed with valuing the municipality's assets. All of them were unanimous in support for conducting asset valuation. The accounting manager said it would be great to know the total value of assets in the municipality as the IDLG has asked the question for some time but the information was not available. The Property Manager was willing to cooperate with the Engineering Department and RAMP UP East to determine asset values and useful life. The Goods Manager could provide a listing of equipment within two weeks.

Further training has been conducted on the bank reconciliation template and one of the participants, Mr Naqib, has stated "it is the best template for bank reconciliation. We used to have a lot of errors on bank reconciliation. By using this template we will not have any error."

Service Delivery

Solid Waste Collection

The collection performance of the municipality continued to improve from a weekly average of 260 cubic meters in April to 276 cubic meters in May. The volume of waste collected reached 1,382 out of a total waste generation of 1,713 for a collection backlog of 19%.

The following table summarizes the municipality's collection performance for the month of May.

Waste Collection Summary

Municipality: Khost

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	28	168	6	70	77	75	334	279	-	-	10.0	1.7	46.5	11.7	4.0
2	27	162	6	64	70	65	340	268	-	-	9.9	1.7	44.7	10.7	4.2
3	26	156	7	68	84	59	337	270	-	-	10.4	1.7	38.6	9.7	4.0
4	26	156	6	70	80	63	347	277	2	-	10.7	1.8	46.2	11.7	4.0
5	28	168	8	77	84	77	355	288	3	-	10.3	1.7	36.0	9.6	3.7
Total	27	810	7	349	395	339	1,713	1,382	5	-	51.2	1.7	197.4	49.9	4.0

During the month, the mayor initiated the training of newly recruited collection workers, drivers, and operators to ensure the proper handling of the equipment and the implementation of previously established collection schedules, routes, and practices. This was followed by an orientation given by the Cleaning and Greening Manager on work safety,

including the use of protective gears such as gloves and boots. The newly hired solid waste collection workers were then deployed after the said training and orientation.

Septic Tank Emptying Service

Khost started the septic tank emptying service to its citizens in the second week of May and rendered the service during the rest of the month.

The municipality has so far not met its weekly target in terms of both collection volume and number of customers served. A major underlying reason was the malfunctioning of one of the two septic tankers.

To drum up interest and generate more paying customers for the service, the municipality has launched a public information campaign through local radio and television stations. Also, the municipality is currently charging a tariff rate that is way below the operation and maintenance cost recovery level. The plan is to gradually introduce upward tariff adjustments in conjunction with the increase of public interest in and patronage of the service.

Summary of Septic Tank Emptying Service Delivery May 2013				
Week	Collection Target		Actual Collection	
	Vol. (m ³)	No. of Cust.	Vol. (m ³)	No. of Cust.
1	300	48	223	24
2	300	48	194	13
3	NA	17	199	12
4	NA	23	180	13

Community Engagement

The mayor chaired the monthly citizen forum on May 14 in the municipal conference hall. The forum was attended by 30 participants including 9 women and 10 youth representing city council, government line departments, local business, civil society, and UNAMA. The mayor pointed out the lack of cooperation of shopkeepers with municipal sanitation and greenery crew. He said that without the cooperation and participation of municipal citizens, the municipality cannot keep the city clean on its own.



Khost citizen forum, May 14

He called on the participants to raise awareness about citizens' responsibilities in solid waste management and share their ideas with the municipality.

On behalf of local business owners, Kiramat Khan, the Director of the City Council said he will make sure the shopkeepers dispose of their trash in the designated areas and are informed of their responsibilities as citizens. He also asked the municipality to monitor the quality of food and hygiene in local restaurants.

The mayor informed the participants about the municipality's plan with support from RAMP UP East to launch a one day door-to-door campaign in the city to raise awareness on municipality and citizens' responsibilities. The participants welcomed the initiative.

On May 16, Khost municipality published the 11th issue of the monthly newsletter, *Mili Ehsas*, in 1,500 copies. Topics covered in this month's edition included solid waste

management, benefits of property registration, update about municipality's infrastructure projects, message from the engineering and sanitation and greenery departments and other city-related information.

Gender and Youth Activities

On May 21st, 30 youths, including 11 females launched a one day door-to-door campaign in districts 1, 2 and 3 of the city. The campaigners, supervised by three municipal staff, visited 200 houses and distributed 500 flyers. Each campaigner spent between 5 to 10 minutes with each household explaining the roles and responsibilities of citizens and municipalities. A district 3 resident said, "The municipality's effort to reach out to people increases citizens' trust in government and it educates families about what they should expect from the municipality and what is expected of them."



Khost door-to-door campaign

PUL-I-ALAM MUNICIPALITY

PROVINCE: LOGAR

Capacity Building

Public Finance

This municipality has a fully approved budget and has produced a procurement plan.

The Public Finance Advisor worked closely with the Municipal Accounting Department assisting with the preparation of audit documents such as the payroll (M40 and M41), expenditures, quarterly and yearly reports, cash disbursements and cash receipt accounts, expenditure sub ledgers (M20) and other financial documents for the year 1391. The auditors were particularly interested in the complete revenue generation report for 1391 which was provided by the Municipal Accounting Manager assisted by the Public Finance Advisor.



PFA during explanation of municipal annual procurement plan to Pul e Alam mayor

The Public Finance Advisor is now able to take a more quality control orientated role and the payroll for Sawr 1392 was prepared entirely by the municipality without any advisor support.

The Municipality also produced a formal check issue and expenditure approval process procedure as part of a set of future internal manuals.

Mentoring of District Municipalities

Barakibarak district municipal officials are continuing their training under their provincial municipal counterparts on basic accounting and double-entry accounting, solid waste management service delivery planning and execution, and office management (filing and personnel administration).

Service Delivery

Solid Waste Collection

The municipality again posted a significant improvement in its weekly collection volume to 89 cubic meters from 73 cubic meters in April and 52 cubic meters in March. More importantly, the total collection volume of 444 cubic meters was 11% more than the total waste generation for the month of 400 cubic meters, indicating that the municipality is now paying attention to its past collection backlogs.

Pul-i-Alam's collection performance for the month is summarized in the table below.

Waste Collection Summary

Municipality: Pul-i-Alam

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	9	45	2	18	55	30	80	72	-	-	8.0	1.6	36.0	9.0	4.0
2	9	54	2	26	55	65	80	104	-	-	11.6	1.9	52.0	13.0	4.0
3	9	54	2	22	55	45	80	88	-	-	9.8	1.6	44.0	11.0	4.0
4	9	54	2	22	55	52	80	92	-	-	10.2	1.7	46.0	11.0	4.2
5	9	54	2	22	55	42	80	88	-	-	9.8	1.6	44.0	11.0	4.0
Total	9	261	2	110	275	234	400	444	-	-	49.3	1.7	222.0	55.0	4.0

The municipality successfully held a Hashar for the first time, prompted by citizens' complaints of uncollected garbage in certain areas of the municipality. Given the citizens' enthusiastic response and the positive effects on the city's cleanliness and appearance, the mayor declared that Hashars will become a regular municipal event. The Hashar was one of the factors contributing to the municipality's improved collection during the month, aside from the proper utilization of the solid waste collection equipment that RAMP UP East has provided.

CLIN 2 Infrastructure Projects

The construction of both buildings of the Fruit & Vegetable Market is proceeding according to the agreed schedule. Almost half of the second building's brick masonry is now completed. The construction of the roof of the first building is underway and all concrete slab work is expected to be completed soon.



Current status of the Pul-i-Alam Fruit and Vegetable Market

Community Engagement

On May 8, Pul-i-Alam municipality conducted a one day *Hashar* in the city. Some 400 citizens took part in the cleaning of their city. The municipality provided brooms, shovels, and other required materials. The mayor, provincial council head, Olympic committee, the municipality and RAMP UP East staff also took part in the *Hashar*. The mayor and the provincial council head welcomed the citizens' enthusiasm and active participation. In this *Hashar*, 4 formal and 29 informal dump sites (trash bins) were cleaned, 60% of the city ditches were cleaned, 10,000 m² city areas were swept and all collected solid waste was transferred for final disposal in the landfill.

The Municipality of Pul-i-Alam convened a citizen forum on May 14 in the municipality conference hall. The forum was attended by 16 citizens including 4 women. The forum was chaired by Said Habibullah Sadaad, municipal Media and Administration Manager. In this forum the municipality informed the citizens about the details of the 1392 budget and status of the ongoing activities including business registration.

Gender and Youth Activities

This month, a one day door-to-door campaign was conducted, where 800 flyers were distributed, with participation from 27 volunteer youth (including 9 females) supervised by 3 Wakil Guzars. In prior consultations with the mayor, women and the department of youth the coverage area was selected to be from Kochi High School to Honey Sufla. The volunteers visited 150 houses and 150 shopkeepers and disseminated educational flyers. Most families welcomed the campaigners and appreciated their efforts for raising awareness about municipal and citizens' responsibilities. Ms. Benafsha, one of the volunteers, said, "It was my first experience going door-to-door to talk to families. Before the start of the campaign I was very nervous I didn't know how people would react. But when I visited the first house I was warmly welcomed and I enjoyed talking to women about the purpose of my visit."



Benafsha, a female volunteer during door-to-door campaign, May 29

Coordination

On May 6, the RAMP UP East Team Leader in Pul-i-Alam participated in a provincial council meeting. Main issues discussed during the meeting were related to NGOs' activities in Logar. The municipal engineer provided an update on municipality's infrastructure projects.

Also on May 6, the mayor and RAMP UP East Team Leader were invited by the newly appointed governor, Asala Jamal, to provide information about municipality's ongoing and planned activities and donor support to the municipality. The mayor talked about staffing, operation and development activities as well as RAMP UP East's support in capacity building, service delivery, revenue generation and public outreach.

On May 21, the RAMP UP East Team Leader participated in a meeting called by the governor. Other participants included the deputy governor, all governmental line directorates, representatives of local and international NGOs and UNAMA. The team leader made a presentation on RAMP UP East objectives, capacity building of municipal staff,

completed and ongoing service delivery projects, economic development and revenue generation, and public outreach activities. When the deputy governor asked about challenges in the capacity building, the team leader answered that the turnover of municipal staff is one of the biggest challenges that RAMP UP East is faced with when it comes to capacity building.

SHARANA MUNICIPALITY

PROVINCE: PAKTIKA

Capacity Building

Public Finance

The municipal budget has been approved and the municipality now has a quality procurement plan in place. In a meeting with the Municipal Revenue and Finance Managers, it was agreed to monitor all procurement activity against the plan and interface procurement planning with the assets listing. The municipality has also been the first to produce a draft Asset listing with relevant values.

The Public Finance advisor has been actively training the recently appointed Municipal Finance Manager. This training has included basic procedures for budget monitoring, asset management, annual procurement planning, cash flow forecasting and bank reconciliation.

Overall training at this municipality has included;-

- Excel Training
- Financial calculations
- Quarterly revenue and expense reporting
- Payroll
- Cash flow
- Budget monitoring
- Annual Procurement Planning

Service Delivery

Solid Waste Management

The municipality recorded the highest collection backlog of 52% of total waste generation. The total collection for the month amounted to 940 cubic meters out of 1,950 cubic meters of waste generation.

The municipality's collection performance is summarized in the table below.

Waste Collection Summary

Municipality: Gardez

Month: May 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	No.	Man-days	No.	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	18	108	3	43	70	30	390	153	-	-	8.50	1.42	51.00	14.3	3.56
2	18	108	3	42	69	24	390	151	-	-	8.39	1.40	50.33	14.0	3.60
3	18	108	3	44	74	30	390	158	-	-	8.8	1.5	52.7	14.7	3.6
4	18	108	3	48	77	30	390	175	-	-	9.7	1.6	58.3	16.0	3.6
5	24	144	5	75	86	36	390	303	-	-	12.6	2.1	60.6	15.0	4.0
Total	18	576	3	252	376	150	1,950	940	-	-	52.2	1.6	313.3	84.0	3.7

The municipality has just hired a crew to run the RAMP UP East-purchased solid waste

collection vehicles. The collection performance of the municipality is expected to improve during the coming weeks.

CLIN 2 Infrastructure Projects

The construction of all the four buildings of the Fruit and Vegetable Market is approximately 17% complete. Work is now proceeding on stone and brick masonry, concrete formwork for footings and columns and arrangement of rebar in preparation for a concrete pour.



Floor ring concrete pouring work activities in building #1 for the Sharana Fruit and Vegetable Market



Sharana Fruit and Vegetable Market Project construction work site

Economic Development and Revenue Generation

The municipality successfully completed their LEDP internal meeting on the 19th of May and their LEDP city marketing workshop on the 26th of May. The municipality is also making a concerted effort to make up for lost time by intensively collecting business license fees after weeks of negotiations with local businessmen to persuade them to pay the much higher new license fee rates. A total of 571 licenses were issued in May and a total of AFN 177,200 was collected.

Community Engagement

On May 15, the Sharana municipality updated its notice boards with information about the municipality budget, Safayi fee, solid waste collection and ongoing and planned infrastructure projects.

Coordination

On May 20, the Team Leader attended a Provincial Development Committee meeting in the governor's office. The meeting was attended by private companies, local and international NGOs and line directorates. RAMP UP East Team Leader provided an update on the project's support to the municipality and on the progress of construction of the Fruit and Vegetable Market.

PARUN MUNICIPALITY

PROVINCE: NURISTAN

Service Delivery

After the successful tender of the municipality's road graveling and street lighting project, preparations are now ongoing in anticipation of USAID vetting eligibility of the selected subcontractor and receipt of the contracting officers' consent. Discussions have been held regarding the preparation and submittal of the subcontractor's quality control plan. Mobilization to the project site and the initiation of work are expected to be early next month.

ANNEX 1 – SERVICE DELIVERY IMPROVEMENT PROJECTS (ONGOING)

#	Project #	Project title	Implm. method	Scheduled start date	Contract award date	Scheduled completion date	Anticipated completion date	Percent complete %	Status/Action
Bamyan									
1	BAM-0003	Reconstruction and Asphalt Paving of Streets & Drainage Ditch Construction	SubK/Dir Impl.	5-Jun-11	14-Sep-11	17-Nov-11	15-Jun-13	92%	Remaining 6 streets to be started on June 9th and planned to be completed by June 30th.
Mahmud Raqi (Kapisa)									
1	MIR-0021	Municipal Office Boundary Wall & Sidewalk Construction Project	Direct Impl.	1-Dec-12	n/a	31-Jan-13	15-May-13	24%	Leveling and grading jobs are completed. RCC works for gate and stone masonry wall works are pending. Steel fixing of fence has started.
Puli-Alam (Logar)									
1	PEA-0010	Vegetable and Fruit Market Project	Sub Contract	15-Feb-12	23-Sep-12	15-Jun-12	18-Jun-13	56%	1st building roof slab and brick masonry wall are completed. 2nd building RCC columns and brick masonry works are completed. Wall pointing & plastering and electrical works of 1st building and , Roof slab works of 2nd building are ongoing
Sharana (Paktika)									
1	SHA-0017	Vegetable and Fruit Market Project	Sub Contract	1-Feb-12	21-Oct-12	1-Jun-12	18-Jun-13	19%	Work on foundations of all 3 buildings are completed. Slab works (forming, rebar and concrete pouring) on foundation are ongoing.
Khost									
1	KHO-0003	Septic Tank Vehicle and Service	PO & Dir Impl.	11-Jun-11	10-May-12	7-Jun-12	9-Sep-13	75%	Delivery of the Septic Tankers was completed in March and the services related to the tankers is ongoing.
Parun									
1	PRN-0001	Road Graveling and Lighting Construction Project	Sub Contract					0%	Vetting is completed. Contracting Officer consent is pending.

ANNEX 2 – POTENTIAL MUNICIPAL INCENTIVE FUND PROJECTS

Municipal Incentive Fund (MIF) Projects' Status Updates											
#	Project #	Project Title	Implm. Method	Project Total (Cost)	RAMP UP Contribution	Municipal Contribution	Community Contribution	Estimated Duration (Days)	Technical Assessment Complete (Y/N)	Scheduled Start Date	Scheduled Completion Date
Sharana (Paktika)											
1		Park Construction		\$26,542	\$17,694	\$8,848	\$0	60	y		
2		17 Culverts Construction		\$8,504	\$5,343	\$3,161	\$0	30	y		
3		Side Walk Fence Installation		\$92,729	\$63,591	\$29,138	\$0	30	y		
				\$0							
Total MIF Project Costs -Sharana:				\$127,775	\$86,628	\$41,147	\$0				
				\$3,043,056							
Total RAM UP East's Contribution				\$1,895,180							
Total Municipal Contribution				\$1,140,318							
Total Community Contribution				\$9,861							
Total Project				39							

ANNEX 3 – COMMUNITY ENGAGEMENT ACTIVITIES

Community Engagement Monthly Report						For the Month of: May 2013				
No	Municipality	Citizen Forum			Newsletter		Radio Programs / Media Outreach		Opening / Handover Events	
		Number	Attendance		Number	Total Number to Date	Number	Length of Program	Number	Name of Project
			Male	Female						
1	Bamyan (Bamyan)	1	19	8	0	12	0	0	0	0
2	Ghazni (Ghazni)	1	25	2	0	6	1	30-Munites	0	0
3	Maidan Shar (Wardak)	1	21	0	0	8	1	10-Minutes	0	0
4	Jalalabad (Nangarhar)	1	72	17	0	9	1	40-Minutes	0	0
5	Assadabad (Kunar)	0	0	0	0	0	0	0	0	0
6	Mehterlam (Laghman)	1	21	0	0	1	0	0	0	0
7	Charikar (Parwan)	2	41	1	0	7	1	10-Minutes	0	0
8	Mahmud-i-Raqi (Kapisa)	1	18	0	0	0	0	0	0	0
9	Panjshir (Panjsher)	1	13	0	0	0	0	0	0	0
10	Gardez (Paktya)	1	25	0	0	3	1	12-Minutes	1	Public Park
11	Pul-i-Alam (Logar)	1	13	4	1	25	1	60-Minutes	0	0
12	Sharana (Paktika)	0	0	0	0	2	1	10-Minutes	0	0
13	Khost (Khost)	1	20	10	1	11	0	0	0	0
14	Parun (Nooristan)	0	0	0	0	0	0	0	0	0
TOTALS		12	288	42	2	84	0	172	1	0