

STABILITY IN KEY AREAS – WEST PROGRAM (SIKA-WEST)

WEEKLY UPDATES: April 20 - 26, 2012

Program

- AECOM SIKA Stabilization Director, James Schmitt, visited the Herat SIKA-West offices from April 18 – 22, 2012. The highlights were discussions with all staff members both at the team and individual level; Discussion regarding the SIKA-West roll out and Grants Planning; Meeting with the SIKA-West COR and DCOR and USAID staff; Discussion of SIKA-West and MRRD engagement strategy; and review and process of SIKA-West security protocols.
- The COP, Community Development Manager and Acting Senior Program Manager met with the Directors of Herat, Farah, Ghor and Badghis PRRDs on April 22nd to discuss PMU recruitment. The MRRD Directors requested that SIKA-West present them a short list of perspective candidates and then they, along with USAID, would participate on a panel to select the finalists. SIKA-West assured them that candidates from their provinces would be given a priority. However if there is no viable candidate, the MRRD Directors would consider an outsider.
- The Acting Senior Program Officer, Gender Officer and IR 2 Resource Development Officer met with the Herat MRRD Director on April 23 to discuss gender and service provider capabilities and needs within the Directorate. Next step will meet with the MRRD gender advisor next week.
- The SIKA-West Monitoring and Evaluation Lead attended a meeting in Kabul with USAID, SIKA-East, and MISTI representation on April 23rd to go over the specific baseline survey questions with MISTI and SIKA team members. The highlights were:
 - Purpose of the baseline is to measure 1.impact evaluation 2.performance evaluation
 - Core questionnaire to be comprised of: 1.indirect questions 2. Questions from previous survey 3. SIKA and regional specific
 - Geospatial data to be an important aspect of data collection
 - Baseline to use 5 Stability Indicators as modules and questionnaire needs to be targeted and focus primarily on addressing indicators in PMP

The M&E baseline has been sent to USAID/Herat for comments.

- Several group and one-on-one meetings were held with the COP, DCOP and program staff to prepare for presentation to the Farah DRRD on May 8-9. Follow up one-on-one work was done with the IR 1 Stability Program Officer to clarify and simplify the presentation.
- IR2 participated in a Municipal Conference conducted by Ramp-Up-West on April 21-22. A brief report was presented to the SIKA-West Sr. Management , identifying the key achievements and challenges presented by Ramp-Up-West and provincials municipalities of Farah, Ghor, Badghis and Herat.
- Data collection process has begun, and 72 active organizations, including NGOs, INGOs, and UN agencies have so far been identified. Updated contacts and addresses have been recorded and will be used in the development of the Service Provider Catalog.
- IR3 Team Lead met with the NABDP-UNDP Regional Media and Communication Officer, Mohammad Fazil Atayee, to discuss the District-Province reporting and communication structure, challenges faced in collecting information from the districts, and current methods of media and public outreach. Mr. Fazil recommended a meeting with NABDP Community Mobilizer to Eng. Ibrahim to discuss in greater depth potential areas of capacity development in

the district –province communications. Mr. Ibrahim is traveling this week and has agreed to meet with IR3 next week. (Date TBD upon his return to Herat).

- COP, IR4 Team Lead, Rouzbe Shure and Habib participated in the Meeting with Director of Rural Rehabilitation Development (RRD), Herat, Ahaj Aqa M. Saddiqi, Director of RRD of Ghor, Engineer Taj Mohammad Zolal, Director of RRD of Badghis, Sayed Rasool Akabri at the MRRD on April 22. It was agreed that short-listing of staff will be undertaken at SIKA West office followed by an interview at Districts.
- The list of District Development Assembly members of Bala Bulak and Pushte Rud districts of Farah province, Ghadis and Muqur district of Badghis province, Kushke Robot and Shindad districts of Herat province were compiled to develop a better understanding of the composition of members. The list included the name of female members and was translated into English.

Administration

- To date 30 employees (11 female and 19 male) have been hired and 27 positions, including PMUs, are under process of being hired.
- SOWs for eight PMU positions (for a total of 24 employees) based in Badghis, Farah, and Herat were advertised on local radio and television and on Akbar.com. on April 17th. Applications were received online and hardcopy applications collected in boxes in the Farah and Badghis DRRD buildings. The closing date was April 21st. Applicants are now being shortlisted.
- The Herat PRRD has begun working to prepare office space for Herat-based PMUs. Completion expected May 1st.

Security

- The security team made multiple visits to the guesthouse with the COP and others to review specifications in preparation of an RFP for construction of T-walls installation of CCTV, blast film, sliding gate, etc.
- An evacuation plan was reviewed and revised and has been submitted to the COP.

Next Week Activities – April 27 – May 3

- Shortlisting of PMU candidates and scheduling of interviews during the first week of May.
- Farah Workshop May 8-9. This is a Roll-out Workshop in which MRRD will provide an overview of the goals and objectives of SIKA-West and then SIKA-West Team will introduce the Stability Analysis Tool (SAT)
- Recruitment and procurement is ongoing. The majority of Herat-based staff is expected to be online by the end of May.
- Start-up procurement will continue until the new office space is fully equipped.
- Conduct Code of Ethics workshop for all staff May 5th.
- M&E and MISTI team meets May 23rd to discuss questionnaire. MISTI is working on the development of a data sharing platform to be unveiled in May. This platform will be secure and enable users to share PMP and survey data, GPS and mapping to assist teams in program planning and implementation.