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STABILITY IN KEY AREAS (SIKA) – WEST

WEEKLY REPORT
(JUNE 23 – 28, 2012)

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STABILITY IN KEY AREAS (SIKA) – WEST

WEEKLY REPORT

Submitted to:

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Prepared by:

AECOM International Development

DISCLAIMER:

The authors' views expressed in this document do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

BACKGROUND

The United States Agency for International Development (USAID) awarded AECOM International Development the Stabilization in Key Areas (SIKA) – West program on January 29, 2012. The SIKA-West 18-month contract (with an additional 18-month option period) is intended to increase stability and pave the way to transition in the western provinces of Herat, Farah, Badghis and Ghor. This program will be led by the Ministry of Rural Rehabilitation and Development (MRRD) in partnership with USAID and SIKA-West.

KEY PROGRAM ACTIVITIES

SUMMARY OF WEEKLY REPORT

During the week of June 23rd-28th, 2012 SIKA-W continued working towards program implementation in initial key districts through office start-ups in Farah and Badghis Provinces, as well as ongoing recruitment and trainings. SIKA-W continued designing data/information collection templates and reporting tools, and finalizing internal processes and procedures.

HIGHLIGHTS OF THE WEEKLY REPORT INCLUDE:

A milestone highlight of the week was the formation of the Bala Buluk District Stabilization Committee (DSC) in Farah Province. A potential challenge raised during the week was internet connectivity issues in Badghis and Farah Provincial offices with knock-on effects to reporting and communications. A lowlight in the program was the exit of the expatriate Grants Manager on June 27th, 2012 due to personal reasons.

INTERMEDIATE RESULT 1:

- On June 27th, 2012 the IR1 SPO conducted Stability Analysis Mechanism (SAM) introduction training for the Farah District DSC, DDA, Farah PST and other program stakeholders, including program managers from the National Solidarity Program (NSP), National Area Based Development Program (NABP), Afghan Rural Enterprise and Development Program (AREDP). The SAM is a tool used by District Entities to identify and mitigate SOIs.

INTERMEDIATE RESULT 2:

- On June 23rd, 2012 the final English and Dari versions of the District Profile (DP) data collection forms were shared with the Farah, Badghis and Herat PSTs by IR2. Both the Badghis and Farah PST Managers reported that they may have issues providing regular updates of documents and reports to SIKA-W Herat due to internet connectivity issues. This information has been shared with the SIKA-W IT department and a solution is being researched, which will be implemented ASAP.

INTERMEDIATE RESULT 3:

- On June 23rd, 2012 SIKA-W IR3 staff participated in a Training of the Trainer (ToT) session, instructing them on “How to Conduct a Needs Assessment”. The training was conducted by the SIKA-W Capacity Building Department (CBD) and worked on need assessment methods and benefits. This training will, in-turn, be delivered to IR3 PST Communications Officers (COs) in the Farah, Badghis and Herat Provinces.
- IR3 was also involved in developing training modules for Media Relations and Communication Campaigns, due to be delivered to DRRD staff in all three provinces and DEs in key districts in mid-July, 2012.

INTERMEDIATE RESULT 4

- IR4 staff continued to work on developing templates such as the District Project Portfolios (DPP), Grant Implementation Checklist, Grantee In-Kind Contribution Form, Grant Progress Report, Expenditure Report, Project Completion Form and numerous other much-needed tracking, inspection and data collection forms related to grant implementation.
- On June 25th, 2012 IR4 held a meeting with the Provincial Manager of UN-HABITAT to develop relationships and share experience gained during the implementation of projects specifically in Bala Buluk district.

DETAILED PROVINCIAL/DISTRICT ACTIVITIES

- In Farah, the DCoP, Senior Program Officer, and the IR1 Stabilization Program Officer (SPO) and conducted a recruitment and start-up visit from June 23rd to 27th, 2012. During this visit, the Farah Provincial Support Team (PST) set up a working space in the Farah District Rural Rehabilitation Department (DRRD). On June 23rd, 2012 all PST staff was formally introduced to the Farah DRRD Director by the SIKA-W Herat staff. On June 24th, 2012 all staff were tasked with collecting information for the SPC and District Profile.
- On June 25th, 2012 the IR1 SPO, Farah PST Manager and Senior Program Officer conducted a trip to Bala Buluk District, Farah Province to support the formation of the Bala Buluk District Stabilization Committee (DSC), which will be responsible for identifying and developing effective ways to mitigate Sources of Instability (SoIs). The DSC was formed from members of the District Development Assembly (DDA).
- On June 25th, 2012 the SIKA-W DCOP, SIKA-W Senior Program Officer met with the Farah Provincial Governor and the Director of the PRRD at the Governor's Compound in order to discuss the objectives of the SIKA-W program in Farah, specifically Bala Buluk. During the meeting the governor raised the issue of Internally Displaced Persons (IDPs) from Shiwan A Village in Bala Buluk District and requested that SIKA-W, working with the MRRD, target this area for future projects, specifically aimed at employment for younger people.
- In Badghis, a PST staff meeting was held on June 25th, 2012 to discuss the weekly and monthly work plans, as a follow-on from the previous week's orientation training session. On June 25th, 2012 the Badghis PST office was set up in the DRRD building, and on June 26th, 2012 staff from the PST spent the rest of the week collecting information for the Service Provider Catalogue (SPC) and District Profile from a number of identified government departments'.
- In Herat, the PST worked out of the SIKA-W Herat office, and on June 23rd, 2012 started collecting SPC and District Profile information for Shindand District and Kushki Rabat Sangi District.

GENDER

- The CBD team continued the development of Gender Mainstreaming materials for the upcoming PST and DST trainings. The team also worked on the development of the Gender Mainstreaming Framework to tie Gender activities to each IR component.
- CBD Orientation program participant feedback forms from the previous two weeks training were translated and shared with the M&E department.
- 18 training modules covering IR1-IR4/M&E and Gender were completed and translated into Dari, and are now under final revision.
- During the week the CBD team worked with IR1, IR3 and IR4 to develop training materials to enable them to train RRD counterparts and District Entities in the field.

MONITORING AND EVALUATION

- In the provincial offices the M&E team members were tasked with collecting information for the SPC and District Profile. In the SIKA-W Herat office staff continued working on developing reporting templates, the M&E database, the internal M&E work plan, which was finalized on June 27th, 2012, and an M&E training handbook.

OPERATIONS

- NTR

RECRUITMENT

- On June 21st, 2012, a hiring freeze place was placed on the program until an audit of all of the files could be conducted. The audit results were shared with USAID on Sunday June 24th, 2012 and SIKA-W will submit a formal report in the next reporting week.
- On June 23rd, 2012 Carmel Whelton arrived in the SIKA-W office to start her STTA as IR3's Communications Manager.
- On June 27th, 2012 the current IR4 Grants Manager left SIKA-W for personal reasons. AECOM is in the process of obtaining approval for the replacement.
- On June 28th, 2012 the CoP and the DCoP left the SIKA-W program. AECOM is currently recruiting to fill the vacancies and an acting COP and DCOP were indentified and submitted to USAID for approval.
- To date 77 national employees have been recruited (27 female and 50 male), and 21 positions are still in the hiring process. In Bala Buluk District, Farah Province, on June 26th, 2012 interviews were conducted for the DST IR1 Team Leader and DST IR4 Community Development Technician by a panel consisting of the SIKA-W DCoP, SIKA-W HR Administrator, Farah DRRD Deputy Director, USAID Field Program Officer and Captain Medina - DAT, SOTF-W. Clarification and additional information to follow in next week's report.

SIKA-West Recruitment				
Staff	Herat Office	Herat Province	Farah Province	Badghis Province
In process	54	6	9	8
Hired	15	2	1	1
Females hired	22	2	4	1
Males hired	32	4	7	7

DELIVERABLES

- The DCoP sent a final copy of the SIKA-W revised work plan to the USAID COR on June 21st, 2012. SIKA-W will modify the work plan following USAID feedback.

SECURITY

- SIKA-W is operating at amber status with no incidents to report. Multiple security moves have been conducted around the city without encountering any problems. Some administration issues persist with APPF, specifically APPF security staff not being paid on time. SIKA-West relayed this message to the APPF, and APPF management assured SIKA-West that the adjustment would be made in the next pay period.
- SIKA-West will be represented by the AECOM Security Director at the APPF meeting taking place in Kabul.

LOOKING AHEAD/NEXT WEEK'S ACTIVITIES.

- IR2 will follow-up with PSTs to ensure information for the District Profile and SPC is being collected and entered correctly.
- On July 2nd, 2012 the IR3 team will hold a workshop on building communications skills for SIKA-W Herat staff. This will be the first of a series of knowledge-building workshops for eventual transmission to DRRD and Des.
- On July 3rd, 2012 IR3 will deliver a workshop on ToT – The fundamentals of Training Adults to SIKA-W Herat staff
- The IR4 Lead and IR4 Program Officer will travel to Badghis on July 1st, 2012 to introduce the SIKA-W PST to the DRRD. They will also ensure the required systems and procedures are being out into place in the PST office. The Senior Program Officer travelled to Badghis on 28 June, 2012 and will be involved in training activities.

IMAGES



The Bala Baluk District, Farah Province, *Spain Zhari* (District Stabilization Committee) meeting to discuss sources of instability in the area, guided by IR1 staff.