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NATIONAL AND PROVINCIAL ADMINISTRATIVE REFORM PROJECT

SEMI-MONTHLY PROGRESS REPORT
JULY 16-31, 2011

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National and Provincial Administrative Reform Project



600 Water Street, SW, Washington, DC 20024, USA
Tel: +1.202.484.7170 | Fax: +1.202.488.0754
www.msiworldwide.com



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This second Semi-Monthly Report for July summarizes project activities and accomplishments for the period July 16- to 31, 2011. The first Semi-Monthly Report for August will be delivered on August 18.

General

Senior Advisors and Team Leaders, working closely with USAID, are planning an important introductory meeting with the Government of Iraq's Public Sector Modernization Committee that has jurisdiction over all programs pertaining to administrative reform and public policy development.

Civil Service Reform

Senior Civil Service Reform staff members are scheduled to deploy this month. A key local staff member for this program is in place, maintaining records and contacts with counterparts.

National Policy Management

The Team Leader for National Policy Development, Ambassador Joseph Ghougassian continued his rounds of meeting with the high officials, discussing the elements of the policy component. The officials met this past week include:

- Dr. Ali Alaak, Secretary General of the Council of Ministers
- Dr. Hussain Al-Shahrastani, Deputy Prime Minister for Energy
- Dr. Hamed Ahmed, Chief of Staff to the Prime Minister

The responses were very favorable, especially regarding the proposed establishment of policy development unit(s) and the introduction of the regulatory reform process.

A draft MOU was prepared between the Prime Minister's Office and USAID regarding the policy development initiatives. This has been submitted to USAID for review.

Administrative Decentralization

The AD component staffing plan has been finalized. In addition to ten expatriate advisors the component will field over 110 Iraqi staff. The team will be headquartered in Baghdad with additional members in the regional hubs in Babil, Basrah, and Kirkuk. From Baghdad, teams will provide services to Anbar, Diyalla, and Baghdad. Smaller teams will be based in the remaining 11 provinces.

The AD component continues to make solid progress recruiting CCN staff. Scopes of work for each position are drafted, and a recruiting plan with online job announcements was developed. Over 20 AD component candidates are in various stages of the hiring process, with several more lined up to follow.

The process of contracting the key local staff of the Social Safety Net (SSN) activity under USAID/Tarabot is underway, and contact with MoLSA was initiated to start the process of signing an MoU for the next six months. During this coming period, USAID/Tarabot's SSN team will work to finalize the rollout of the SSN in the remaining provinces.

Staff from the AD component started assembling contact lists for the various ministries that the component will aim to work with.

Administration

Expatriate Deployment

- The following positions were deployed:
 - Chief of Party, Rick Huntington
 - Team Leader for Administration and Finance, Wylie Williams
 - Team Leader for National Policy Management, Joseph Ghougassian
 - Team Leader for Administrative Decentralization, Nael Shabaro
 - Senior Advisor for the IDSC (NPM component), Robert Walker
 - Chief Administrative Officer/Personnel, Virginia Jurika
 - Finance Director, Najib Mdaghri
 - Travel Logistics Officer, Husna Akgun
 - Director for Provincial Program, Zohair Mohsen
 - MSI Project Manager for the Tarabot Project (TDY) Adam Peterson

- The following persons are scheduled for deployment in the next 15 days:
 - Civil Service Reform, Touhami Rhaiem
 - Human Resources Advisor, Anthony Bateman
 - Project Management Advisor, Saad Muhey
 - Automation/SSN, Mark Doherty
 - Quality Improvement Advisor, Michael Heydari

- Performance Management/Reporting, Curtis Yates
- Budget Execution, Ricardo Silva-Morales
- M&E Director, Raja Sherriff
- Provincial Reporting, Lauren Parks
- Civil Service Commissions, Rajeev Goel
- MSI Sr. Project Manager (TDY) Brad Favor
- MSI Contracts Officer (TDY) Bill Rich
- Others are in advanced stages of recruitment negotiations

Local Staffing. The local compensation plan has been approved by USAID, paving the way for local hiring to begin. At present 15 local staff are contracted and working on the project. Another 40 are now being processed.

Home Office. Three key MSI management and contracts staff –Bill Rich, Brad Favor, and Adam Peterson are arriving next week (one has just arrived) in order to expedite the start up process.

Facilities. Work is on-going to re-configure and refurbish office space as necessary to fit the requirements of Tarabot.

Visas and Badge Processing. The badge process is operating to secure IZ badges from the Government of Iraq and CAC badges from the US Government. The IZ badgering process is moving quickly. New or renewed IZ badges have been approved for key expatriate and local staff. Multi-entry visas have also been secured for all expatriate staff.

Vehicles. The two vehicles still held in customs are much closer to release thanks to the cooperation and assistance of USAID and the Embassy.