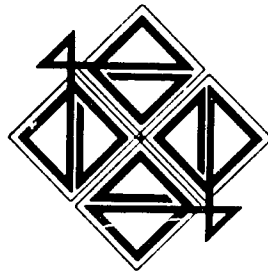


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Development Support Training Project USAID Mission to Pakistan

**Monthly Progress Report
No. 111
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Prepared by:

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1 MONTHLY STATISTICS

1.1 Participants in Active Status

The number of Jefferson Fellows and Associates in U.S. and third country programs. The number of Government of Pakistan scholarship recipients from the Ministry of Education (MOE) and the Ministry of Science & Technology (MOST). The total of Jefferson Fellows and Associates and GOP funded participants in active status during the month.

Status	Jefferson Fellows		Jefferson Associates		MOE	MOST	TOTAL
	USA	Third Country	USA	Third Country			
In Training	232	2	32	1	0	0	267
Admitted, Awaiting Departure	0	0	52	0	0	0	52
Training Deferred to Later Date	2	0	18	1	0	0	21
Funded Pending Placement	1	0	40	0	0	0	41
File in Review or Incomplete	4	0	4	0	0	0	8
Total	239	2	146	2	0	0	389

1.2 Programs Concluded

The number of Jefferson Fellows and Associates whose programs were concluded during the month in the United States and third countries. The number of Government of Pakistan scholarship recipients from the Ministry of Education (MOE) and the Ministry of Science & Technology (MOST) whose programs were concluded during the month or were transferred to the Embassy of Pakistan for administration. The total number of Jefferson Fellows and Associates and GOP funded participants whose programs were concluded during the month.

Status	Jefferson Fellows		Jefferson Associates		MOE	MOST	TOTAL
	USA	Third Country	USA	Third Country			
Program Completed	24	0	18	0	0	0	42
Nomination or PIO/P Canceled	0	0	0	0	0	0	0
Program Terminated by GOP or AID	0	0	0	0	0	0	0
Program Terminated by Participant	0	0	0	0	0	0	0
Transferred to Pakistani Embassy	0	0	0	0	0	0	0
Total	24	0	18	0	0	0	42

1.3 Participants Departed

For USAID projects and cooperating institutions of the Government of Pakistan (GOP), the number of academic and technical participants who departed during the month. For each project and institution and for USAID, GOP and global totals, the number of women and the number who departed to third countries.

USAID / PAKISTAN Project Number - Title	Jefferson Fellows	Jefferson Associates	Total	Women	Third Country
0467 - Irrigation Systems Management	0	0	0	0	0
0469 - Population Welfare Planning	0	0	0	0	0
0471 - Tribal Areas Development	0	0	0	0	0
0472 - Malaria Control II	0	0	0	0	0
0474 - Development Support Training	0	8	8	1	0
0478 - Energy Planning & Development	0	0	0	0	0
0480 - Road Resources Management	0	0	0	0	0
0481 - Forestry Planning & Development	0	0	0	0	0
0484 - Social Marketing of Contraceptives	0	0	0	0	0
0485 - NWFP Area Development	0	0	0	0	0
0489 - Mgmt. of Ag. Research & Technology	0	0	0	0	0
0491 - Food Security Management	0	0	0	0	0
0492 - Agriculture Sector Support	0	1	1	0	0
0496 - Child Survival	0	0	0	0	0
0497 - Primary Education Development	0	2	2	2	0
0507 - Shelter Resource Mobilization	0	0	0	0	0
0514 - Private Investment Expansion	0	0	0	0	0
USAID Subtotal	0	11	11	3	0
GOVERNMENT OF PAKISTAN Cooperating Institution	Academic Participants	Technical Participants	Total	Women	Third Country
Ministry of Science & Technology - MOST	0	0	0	0	0
Ministry of Education - MOE	0	0	0	0	0
GOP Subtotal	0	0	0	0	0
TOTAL	0	11	11	3	0

1.4 Nominations Received

For USAID projects and cooperating institutions of the Government of Pakistan (GOP), the number of nominations received for academic and technical programs during the month. For each project and institution and for USAID, GOP and global totals, the number of women, public and private sector nominees.

USAID / PAKISTAN Project Number - Title	Nominee Fellows	Nominee Associates	Total	Women	Public Sector	Private Sector
0467 - Irrigation Systems Management	0	0	0	0	0	0
0469 - Population Welfare Planning	0	0	0	0	0	0
0471 - Tribal Areas Development	0	6	6	0	6	0
0472 - Malaria Control II	0	0	0	0	0	0
0473 - Rural Electrification	0	0	0	0	0	0
0474 - Development Support Training	0	0	0	0	0	0
0479 - Balochistan Area Development	0	1	1	1	1	0
0480 - Road Resources Management	0	0	0	0	0	0
0481 - Forestry Planning & Development	0	0	0	0	0	0
0484 - Social Marketing of Contraceptives	0	0	0	0	0	0
0485 - NWFP Area Development	0	0	0	0	0	0
0489 - Mgmt. of Ag. Research & Technology	0	0	0	0	0	0
0492 - Agriculture Sector Support	0	1	1	0	1	0
0494 - Private Sector Power Program	0	1	1	0	1	0
0497 - Primary Education Development	1	4	5	0	5	5
0507 - Shelter Resource Mobilization	0	5	5	0	0	1
0514 - Private Investment Expansion	0	1	1	0	0	0
USAID Subtotal	1	19	20	1	14	6
GOVERNMENT OF PAKISTAN Cooperating Institution	Academic Nominees	Technical Nominees	Total	Women	Public Sector	Private Sector
Ministry of Education - MOE	0	0	0	0	0	0
Ministry of Science & Technology - MOST	0	0	0	0	0	0
GOP Subtotal	0	0	0	0	0	0
TOTAL	1	19	20	1	14	6

1.5 Nominations Pending Funding

For USAID projects, cooperating institutions of the Government of Pakistan (GOP) and total, the number of nominations for academic and technical programs for which funding awaits completion of formalities by the nominee or USAID approval.

USAID / PAKISTAN Project Number - Title	Nominee Fellows	Nominee Associates	Total
0467 - Irrigation Systems Management	0	0	0
0469 - Population Welfare Planning	0	0	0
0471 - Tribal Areas Development	0	7	7
0472 - Malaria Control II	0	0	0
0473 - Rural Electrification	0	0	0
0474 - Development Support Training	0	5	5
0479 - Balochistan Area Development	0	1	1
0480 - Road Resources Management	0	4	4
0481 - Forestry Planning & Development	0	0	0
0484 - Social Marketing of Contraceptives	0	0	0
0485 - NWFP Area Development	0	4	4
0489 - Mgmt. of Ag. Research & Technology	0	4	4
0491 - Food Security Management	0	0	0
0492 - Agriculture Sector Support	0	14	14
0494 - Private Sector Power Energy	0	6	6
0496 - Child Survival	0	0	0
0497 - Primary Education Development	1	31	32
0507 - Shelter Resource Mobilization	0	2	2
0514 - Private Investment Expansion	0	1	1
USAID Subtotal	1	79	80
GOVERNMENT OF PAKISTAN Cooperating Institution	Academic Nominees	Technical Nominees	Total
Ministry of Education - MOE	0	0	0
Ministry of Science & Technology - MOST	0	0	0
GOP Subtotal	0	0	0
TOTAL	1	79	80

1.6 Women

The number and percentage of women among active-status Jefferson Fellows and Associates. The number and percentage of women among active-status Government of Pakistan scholarship recipients from the Ministry of Education (MOE) and the Ministry of Science & Technology (MOST). The number and percentage of women among the total of active-status Jefferson Fellows and Associates and GOP-funded scholarship recipients.

Status	Female Fellows		Female Associates		MOE Women		MOST Women		Total Women	
	No.	Of All Fellows	No.	Of All Associates	No.	Of MOE Total	No.	Of MOST Total	No.	Of All Participants
In-Training	27	12%	4	13%	0	0%	0	0%	31	12%
Admitted, Deferred, Pending, On-Hold	0	0%	23	21%	0	0%	0	0%	23	20%
Completed	0	0%	0	0%	0	0%	0	0%	0	0%
Totals	27	11%	27	19%	0	0%	0	0%	54	14%

1.7 Training at Historically Black Colleges and Universities (HBCUs)

Note: USAID has set an agency wide goal for participant training projects to implement 10% of stateside person months of training at historically black colleges and universities.

August's HBCU annual summary of participant months programmed and of the percent of those which are at HBCUs is a correction to numbers reported earlier. This correction is the result of more accurate statistics generated from the Participant Training Database System (PTDS).

Participant months programmed this month:	71
of which, months programmed at HBCUs:	0 (0%)
Participant months programmed in 1993:	888
of which, months programmed at HBCUs:	94 (10.53%)

2 PARTICIPANT TRAINING

2.1 Field Office Activities

2.1.1 20 New Nominations Received in August

Twenty new nominations were received in August. 229 additional public sector nominations and 146 private sector nominations are still awaited under the fiscal year 1991 Training Plan.

2.1.2 11 Associates Depart for Training

Eleven Jefferson Associates departed for programs at University of Pittsburgh, University of Illinois, Kansas City Art Institute, Amos Tuck/Dartmouth College, Virginia Polytech Institute, and the Consortium for Economic, Education and Environment Development (CEEED) Group.

2.1.3 122 Confirmation of Return to Pakistan Obtained

In an increased effort to confirm the return to Pakistan of participants who completed training during the last decade, 122 confirmations were obtained during the month of August. The majority of these confirmations were made by the Participant Training, Follow up and Evaluation Units, the Karachi Regional Representative.

2.1.4 Karachi Regional Representative Activities

Mr. H. Zaman Khan has been hired temporarily to replace Zara Hyder, Karachi Regional Representative, who is on maternity leave. Mr. Khan processed three departing participants during the month. Mr. Khan also helped Participant Training staff by confirming the return of several participants.

2.1.5 200 PIO/P Amendments Completed During Month

During the month of August the Participant Training Finance staff completed approximately 200 PIO/P amendments. Amendments reconcile PIO/P allocations with final expenditures or allocate funds under contract 391-0474-C-00-9154-00 (DSTP2) for carryover participants.

2.1.6 NWFP Area Development Concludes Activity

The North West Frontier Area Development Project concluded its activities as of August 31, 1993. DSTP supported the training of 16 participants under this project.

2.2 Home Office Activities

2.2.1 Placement and Monitoring Services

During August, DSTP program staff was consistently busy providing placement and monitoring services to 431 participants. Twelve short-term participants arrived and were provided orientation by program staff during the month. Two new nominations were received for placement. Twenty-four academic participants completed degree programs at universities in the U.S. and departed for Pakistan.

2.2.2 GOP-Funded Programs Transfer

With transfer of all GOP-funded participant cases complete, clarification was sought over the issue of purchase of a computer system for the Embassy of Pakistan to support the Embassy's administration of the Ministry of Science & Technology scholarship program. As of the end of the month, the matter of providing the Embassy with equipment had not been resolved by A.I.D.

3 TESTING AND EVALUATION (T/E)

3.1 Institutional TOEFL Tests

The following table shows the details of groups tested, relevant projects, number of candidates, sites and dates of TOEFL tests administered:

GROUPS TESTED	CONCERNED PROJECT	NO.	SITE	TEST DATE
Shelter Resource Mobilization Program	0507	5	Karachi	08/17/93
Sindh Agriculture Department	0489	5		
Sindh Agriculture University	0492	1		
Ministry of Food & Agriculture	0492	6	Islamabad	08/23/93
Shelter Resource Mobilization Program	0507	3		
Parliamentary Development Project	AID/Asia Foundation	3		
Ministry of Water & Power	0494	1		
Maize & Millet Research Inst., Yusufwala	0492	2		
Parliamentary Development Project	AID/Asia Foundation	4	Islamabad	08/25/93
Ministry of Food & Agriculture	0492	1		

Comments: Unofficial TOEFL scores were conveyed to the Project Officers one day after the test.

3.2 Official TOEFL Score Reports

The details of the groups tested, relevant projects, number of candidates, test sites and dates of issue of official score reports are given in the following table:

GROUPS TESTED	CONCERNED PROJECT	NO.	SITE	TEST DATE	DATE REPORTS MAILED
NWFP Agriculture University	0488	4	Peshawar	07/07/93	08/25/93
NWFP Agriculture University	0492	1			
Agriculture Research Inst., Tamab	0488	2			
Directorate of Primary Education	0497	14	Quetta	07/14/93	08/25/93
Balochistan Provincial Assembly	AID/Asia Found.	1			
Balochistan Agriculture College	0492	2			
Government College, Sibi	0497	1			
Parliamentary Development Project	AID/Asia Found.	7	Islamabad	07/21/93	08/23/93
University of Agriculture, Faisalabad	0492	1			
Private Sector	0492	1			

4 FOLLOW-UP

4.1 Confirmation of Return for PIO/P Amendments

Mr. Mahmud Ahmad confirmed the return of 37 participants during August enabling closeout of their accounts.

4.2 Master Database Update

Mr. Mahmud Ahmad and Mr. Asif Javed identified addresses for 328 records for which no address or an incomplete address was previously indicated.

The follow-up unit mailed 777 letters to participants requesting an update on contact information. 607 information forms were returned by participants whose return had previously been confirmed, and 6 forms were received from participants whose return had not been confirmed previously. A total of 613 files were updated on the basis of responses to the update mailing.

4.3 Field Interviews

Dr. Jafar interviewed 4 returned participants at Agha Khan University Hospital, Karachi. He also visited the Director of the Library to discuss the utilization of AID training by his staff.

5 MANAGEMENT INFORMATION

5.1 Participant Training Database

During the absence of Kanwar Nasir, Tahir Mahmood continued managing computer activities in the field office such as database operations, trouble shooting, database and network backups and testing of telecommunication with the home office in Washington, D.C.

Hussain Mutahir Naqvi performed backing-up of the database system on alternate days.

5.2 Telecommunication

Kanwar Nasir returned from the home office on August 17, 1993 and resumed his duties in the Islamabad office. On his return, he installed a new communication software, "MCI Mail Express," to enable data transmission between the home and field offices.

After setting-up the procedure, he started PTDS data transmission to the home office for daily update of the database in the two offices. Transmission of e-mail messages also took place during the month of August.

Tahir Mahmood was also trained to operate MCI Mail Express software for telecommunication between the two office. The responsibilities of data transmission will be transferred to Tahir as the procedures are stream-lined.

Partial tests of transmission of binary files have been successfully completed. A few more tests need to be done before the two office start sharing binary data files through the e-mail system.

5.3 Home Office

Staff continued to become proficient with the new participant training database installed earlier this summer. Kanwar Nasir, field office information systems manager, remained through the middle of the month to refine the database in response to staff queries. He also designed a number of report forms and automated letter formats to be used by program staff. Efforts to transmit database information electronically between the

home and field offices continued. E-mail transmissions are being successfully transmitted and received, however, data transmitted at this point is received garbled as a result of problems within the Pakistan Telegraph and Telecommunication PakNet network. It is hoped field staff will be able to work with PakNet to resolve these problems within the near future.

A great deal of attention was spent by administrative staff and the project director to resolve issues which arose in the transmission of data to OIT. While transmission of data for current or recently closed files has been successful, AED was informed that older files were not maintained on the PTIS active file. Modifications to the PDF program were requested as a result of this so that information on older files will be sent to OIT via paper copies.

Also, relating to transmitted PDF data, AED was informed that the responsible officer for signing IAP-66 renewal forms will only accept paper copies of the standard PDF form. This has necessitated AED staff's sending PDF information for participants requesting extensions or whose IAP-66 renewals need to be signed both electronically (for entrance into the PTIS) and in hard copy.

6 FINANCE AND ADMINISTRATION

6.1 Management Activity

OCC submitted a draft Modification 76 to AED Contracts office in August. AED also received some requests for modifications to the participant training cost submission and the pipeline summary of the technical assistance budget.

DSTP Management staff provided additional information to AID/Islamabad Office of Contracts and Commodities (OCC) for finalization of the technical assistance budget and the training cost proposal for Year 5 of the contract. AID/Pakistan published a notice in the Commerce Business Daily announcing its intention to extend the DSTP II contract for a sixth year, and to award the extension to AED. Work in preparation of submission of a Year 6 budget and training cost proposal was begun.

6.2 Financial Activity

Daissy Moreno was kept busy with her monthly review of participant expenses, West End invoices, processing the monthly participant dollar and rupee imprest reports, responding to tax queries from participants, and reviewing and processing PIO/P amendments.

Finance staff provided ongoing financial administration for participants who arrived and for those in-training. They also continued to close files for participants who have completed training.

6.3 Staffing Matters

Maria Smith, one of two World Learning, Inc., program specialists, left DSTP to take a position with AED on the HealthCom project. Faith Galetshoge was hired on a temporary basis through mid-December to provide support for Maria's former caseload.

Hywon Cha, former DSTP program assistant, returned to the project for two weeks to provide general assistance to both the technical and academic staffs. She also spent considerable time requesting transcripts for completed participants so that their files could be closed.

Ngoc Vu, who had been working with Daissy as a temporary Audit Assistant, was hired onto Carmen Falcon's team to close files on a full-time basis.

6.4 Field Office

6.4.1 Checks Processed

23 checks for a total amount of Rs 604,584.85 (US\$ 20,274.41) were issued for field office operations.

49 requests for travellers checks for participants were processed involving a total amount of US\$ 40,920.

6.4.2 Air Tickets Issued

Payments for air tickets issued for participants' international travel amounted to US\$ 55,878.38.

6.4.3 Testing & Evaluation

The amount spent for TOEFL was US\$ 2,415.76.

6.4.4 Returning Participants Claims

No claims of returning participants were processed.

6.4.5 Travel Requests and Expense Claims

The field office processed three travel expense claims.

Four travel requests for travel within the country were received and processed.

6.4.6 Field Office Paperwork and Mail Volumes

112 packages were sent to various destinations in Pakistan through courier service; five were sent by international courier.

1713 letters were sent through the postal service and five telegrams were sent by T&T.

15,381 photocopies were made during the period.