



USAID
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PAKISTAN LEGISLATIVE STRENGTHENING PROJECT

Quarterly Report (January 1 – March 31, 2008)

Contract No. DFD-I-00-04-00129-00
(Eleventh Quarterly Report for Task Order 01)

April 2008

This report was produced for submission to the United States Agency for International Development. It was prepared by Development Alternatives, Inc., submitted by Christopher Shields, Chief of Party.

Development Alternatives, Inc.

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This quarterly report is submitted to the project CTO Humaira Ashraf of the Office of Democracy and Governance of USAID-Pakistan Mission under the guidelines as stated in Clause A.6 of the contract.

Table of Contents

I. EXECUTIVE SUMMARY	5
II. NATIONAL LEVEL PROGRAMMING	7
INTRODUCTION AND SUMMARY	7
Component 0: Project Administration	10
COMPONENT 1: Representation Improved	10
COMPONENT 2: Improved Lawmaking	14
COMPONENT 3: Oversight/Accountability	16
COMPONENT 4: Improved Management/Infrastructure	18
III. PROVINCIAL LEVEL PROGRAMMING	20
INTRODUCTION AND SUMMARY	20
Component 0: Project Administration	20
COMPONENT 1: Representation Improved	23
COMPONENT 2: Improved Lawmaking	26
COMPONENT 4: Improved Management/Infrastructure	29
IV. COOPERATION WITH OTHER DONORS	33
V. ADMINISTRATIVE MATTERS	34
VI. CHALLENGES ENCOUNTERED AND REMEDIAL SOLUTIONS	35
VII. UNRESOLVED ISSUES OR CONSTRAINTS ON THE PROJECT	38

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The **Pakistan Legislative Strengthening Project (PLSP)** is a two-year initiative funded by the US Agency for International Development (USAID) and implemented by Development Alternatives, Inc. (DAI). The project will work with the National Assembly and Senate and the provincial assemblies in NWFP, Balochistan, Sindh and Punjab. The project will operate from September 2005 to September 2007. DAI IQC subcontractors include the National Conference of State Legislatures, Social Impact and the State University of New York Center for Legislative Development.

Program activities in each of the legislatures focus in four general technical areas. While some activities may be similar, PLSP is responsible for ensuring that implementation is tailored to the specific needs of each assembly. The main areas of PLSP work include:

Representation – Assisting Pakistani parliaments provide information to the public and receive input from citizens during the legislative process. Key tasks include: media coverage of parliament, public hearings, parliamentary websites, dissemination of legislative records, parliamentary public relations strategies.

Law Making – Assisting Pakistani parliaments, including members and staff, improve the structures and mechanisms by which legislation is analyzed, debated, and passed. Key tasks include: committee structures, library and research, legislative drafting and development of a Pakistan Institute for Legislative Studies.

Oversight / Accountability– Assisting Pakistani parliaments oversee government operations, particularly in the area of budget formulation and implementation. Key tasks include: budget formulation, budget process, question time, and public auditing

Management / Infrastructure – Assisting Pakistani parliaments improve the day to day management and operation of the legislative process. Key tasks include: equipment and hardware and software improvements, archiving and legislative records management.

The Pakistan Institute for Parliamentary Services (PIPS) will be the key institutional legacy of the project. All training and technical assistance activities will be designed to support the future operations of PIPS.

Each assembly has identified “focal persons” to coordinate with PLSP staff and each has established a Legislative Development Steering Committees to develop work plans and prioritize institutional needs. The Steering Committees serve as the formal interface with the PLSP.

This activity supports USAID/Pakistan mission’s Strategic Objective (SO) 4.0 seeking the promotion of a “More participatory, representative and accountable democracy in Pakistan,” and specifically Intermediate Result (IR) 4.1 “Improved Representation and Responsiveness of National and Provincial Legislatures.”

The client references are: Cognizant Technical Officer, Humaira Ashraf, email: hashraf@usaid.gov, and Contracting Officer, Mr. Dale Lewis, email: dalewis@usaid.gov, USAID/Pakistan, Phone: 92-51-208-2065, 208-2636, fax 92-51-287-0310.

I. EXECUTIVE SUMMARY

This quarter was framed in terms of the tragic death of Pakistan People's Party (PPP) leader and former Prime Minister Benazir Bhutto on 27 December 2007. Political tensions, however, were given time to subside somewhat – at least the more violent manifestations – by the decision to postpone the 8 January elections by five weeks in order to allow time for mourning of the former national leader.

Despite the decision by the interim government – drawn almost exclusively from the ranks of the pro-Musharraf PML-Q party – to postpone the elections, it was on this party that the voters wrath fell, with its standing as the largest party collapsing as PPP and the PML(N) parties regained their former prominence as the two leading political forces in the country.

Party Representations in Previous Assembly (2002-2007)					
	National Assembly	Balochistan Assembly	NWFP Assembly	Punjab Assembly	Sindh Assembly
PPP	80	2	10	63	61
PML(N)	18	0	5	43	0
PML(Q)	138	21	7	224	42
MQM	19	0	0	0	46
ANP	0	0	10	0	0
MMA	59	17	65	10	9
Independents & Others	28	25	27	31	10
Total Elected	342	65	124	371	168

Party Representations in New Assembly (2008-2013*)					
	National Assembly	Balochistan Assembly	NWFP Assembly	Punjab Assembly	Sindh Assembly
PPP	120	11	30	106	88
PML(N)	90	0	9	165	0
PML(Q)	51	20	5	86	9
MQM	25	0	0	0	51
ANP	13	4	46	0	0
MMA	6	10	14	2	0
Independents & Others	26	18	13	6	11
Total Elected♦	331 (342)	63 (65)	117 (124)	365 (371)	159 (168)

* Full Tenure of an Assembly is 5 years.

♦A number of constituencies in both the National Assembly and the Provincial Assemblies did not hold elections on 18 February will be held later, likely in tandem with the By-Elections. The total number of seats in each house is in parentheses.

PPP - Pakistan People's Party
PML(N) - Pakistan Muslim League (Nawaz)
PML(Q) - Pakistan Muslim League (Quaid-e-azim)
MQM - Muttahida Qaumi Movement
ANP - Awami Nationalist Party
MMA - Muttahida Majlis-i-Amal

Against this tumultuous backdrop of political instability, the DAI PLSP team continued its work under a no-cost extension to conduct training programs, make final delivery of IT and other equipment for all houses, manage the internship program, complete the design of websites and prepare for and implement the first phase of its Members Orientation 2008, the Introductory Session. Furthermore, PLSP provided logistical and informational assistance to USAID's consultants who conducted during this quarter a review of the effectiveness of legislative strengthening programs in Pakistan.

There was clear evidence from the first two Orientations that were held that the key areas of interest for new Members related to Budget Process and Rules & Procedures, as well as Committee Operations. Based on this information developed from the interactive portion of the Members Orientation Introductory Sessions, combined with analysis of the Session evaluation forms, the Project has determined to focus on these three areas in Phase Two of the Orientation.

It is clear after the first few weeks of the existence of the new Assemblies that despite the considerable political turmoil and violence in Pakistan in general, legislative counterparts continued to pursue internal reform and development agendas with the assistance of USAID Pakistan Legislative Strengthening Project. The change of leadership in the National Assembly and the four Provincial Assemblies has opened up a new array of opportunities for USAID to further strengthen Pakistan's legislative institutions.

Project Director Eleanor Valentine departed from PLSP on 15 February, with Deputy Project Director Christopher Shields designated as Acting Project Director. Shields was confirmed as Project Director in the amendment to the Task Order, providing for a \$1.5 million cost extension of the Project until 31 December 2008.

USAID–Pakistan recruited a Director of the Office of Democracy and Governance Michael Hryshchyn, who arrived in February.

II. NATIONAL LEVEL PROGRAMMING

INTRODUCTION AND SUMMARY

The project continued providing assistance in the establishment of the Pakistan Institute for Parliamentary Services (PIPS) through the draft legislation for its formal creation, and recruitment of the PIPS Executive Director were suspended with the dissolution of the National Assembly in November. The project continued to manage the PIPS interim facility at Parliament Lodges, providing research support services to members and training opportunities for staff.

With the National Assembly dissolved in November, very little activity could be pursued in this area. PLSP did respond to a request to create a website for the Public Accounts Committee, although even this was eventually postponed by a subsequent determination by the Secretariat that no actions should be taken until the new National Assembly is elected and a new chairman appointed to the Public Accounts Committee.

Parliamentary Interns continued to serve both the national and provincial legislative bodies to provide research and administrative support to committees and Secretariat offices. A total of 19 interns served an additional 3 months through March 15. At the time of this report, a total of 11 interns are continuing for an additional three months to complete tasks begun earlier in their tenure.

The project published the Conference of Committee Chairs Report, which will be presented to the new Speaker of the National Assembly at the next meeting with her. Additionally, the first of the Committee-based Member Orientation Sessions will be held for the new Committee Chairs, all of whom will be presented the Report of the February 2007 Conference of Committee Chairs.

The Parliamentarians' Resource Center remained functional throughout all the tumultuous events leading up to the elections, and was recognized by several Senators and former MNAs as a peaceful oasis where they were able to continue working. Additionally, upon arrival of the newly elected MNAs, over 60 of the new members immediately began utilizing the Resource Center.

A total of 19 training activities – including two Members Orientation Sessions in Islamabad for the National Assembly and Peshawar for the NWFP Assembly – were conducted by USAID – PLSP during this quarter. These trainings were attended by 408 participants, including parliamentarians, secretariat staff, journalists, senate Researchers, and assembly librarians. Out of the 408 workshop participants, a total of 73 female participants attended these events.

The quarter also saw completion of seven draft policy resource guides for Parliamentary Committees as part of simultaneous in-process development of 26 policy resource guides which would provide a much needed liaison between Parliamentary Committees and the relevant information, organizational and human resources working in and for the same sector.

During the quarter, the project nearly completed the installation of the IT and administrative support equipment – which had been delivered to the Senate and National Assembly --

despite logistical obstacles created by the stringently imposed security measures following the assassination of Benazir Bhutto.

The following local short-term consultants completed assignments during the quarter:

- Chief Technical Advisor Khan Ahmad Goraya, who gave overall advice to the Project plus developed and presented key elements of the Members Orientation,.
- Zane Green, Publications Design Consultant – instructional design services for PIPS training modules and Members Orientation materials.
- Muhammad Rafiq, Library Management Services Consultant – training for Pakistan provincial assemblies librarians on the KOHA Library Management System
- Zaigham Khan, Media Outreach Consultant – conducted training on “Media and the Parliament” for journalists in Quetta, and on “Parliamentary Rules and Procedures” for journalists in Peshawar.

Summarizing the Quarter’s National Activities:

Cross-Cutting

- PLSP finalized all the parliamentary background briefs (15 one-pagers for the National Assembly and 13 for all of the PA’s) for Member Orientation 2008.

Improved Representation

- The project hired a website designer for development a public website for the Public Accounts Committee to help them expand public access to the legislative process.
- PLSP Developed a Website for Pakistan Institute for Parliamentary Services, which will provide easier access for Members and parliamentary staff.
- Press Gallery Equipment was installed by the Project in the joint National Assembly and Senate Media Center, with the Project additionally providing back-up Internet Service.
- The new leadership of the National Assembly has publicly called for opening up the committee process, including the holding of public hearings. We will take advantage of this opportunity during the next quarter to conduct a conference on XXX

Improved Law-making

- A detailed Module on Assessing Legislation for PIPS was developed by the Project to enhance the legislation-drafting skills of the parliamentarians. This module will be used in the coming quarter for Project-sponsored trainings.
- The Members Orientation 2008 training design was finalized with three phases – Introductory Session, In-Depth Sessions and Policy Dialogues. The National Assembly Introductory Session was held on 20 March. The Session may be repeated upon Assembly request. Phase Two, which further details the various parliamentary processes will commence upon the selection of Committee Chairs, who are elected within 30 days of a Committee’s formation.

- All 26 Policy Resource Guides are nearing completion and are expected to be in place in time for Phase Two of the Members Orientation 2008.
- The PLSP Internship program was reduced through attrition at the end of the existing quarter to await formation of the new LDSCs in each House. This is because of the need for National Assembly Members to be in place to participate in the Intern Selection Panel, which is now planned for the next quarter.

Improved Infrastructure/Management

- During this quarter, 65 different Senators and MNAs used the Parliamentarian's Resource Center, much of which occurred at the end of March, with new Members of the National Assembly being frequent visitors. This increase – which is likely to continue – is in part a factor of the new brochure was developed to assist in marketing the Resource Center to Members of the National Assembly.
- A review was conducted this quarter of the operation of the equipment purchased and installed by the Project for the Proceedings Reporting Units, Print Shops and Press Gallery, enabling the Project to optimize the use of the equipment. Additionally, the Project's IT Advisor conducted specialized training on IT Network Management and Post LAMP to the Senate IT office.

COMPONENT 0: Project Administration

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 0.1 Legislative Development Steering Committees

Due to the political uncertainty and the dissolution of the National Assembly in expectation of the imminent elections, monthly meetings of the LDSC were not possible. PLSP is in discussions with the respective houses to constitute the new National LDSC now that the new Assembly has been officially inaugurated.

Task 0.2 Coordination of Project Activities with Secretaries

In November 2007, PLSP held a third meeting of Secretaries of all provincial and national houses, plus the AJK Legislative Assembly. The meeting reviewed the progress made to date, discussed and reviewed the NCE work plan with particular attention to plans for activities after parliamentary elections and the role of the project and PIPS. In addition, the counterparts were provided an opportunity to give feedback on project activities and identify key areas of focus for the project staffing the future phase.

Task 0.4 Project Monitoring and Evaluation

The PLSP project prepared a PMP report for USAID, through the end of the Second Quarter of FY 2007. (Updated project PMP Matrix is appended).

Task 0.5 Project Close Down

In the previous quarter, DAI staffer Jean-Marc Gorelick produced the preliminary project close down plan during his STTA. The Initial project Close Down activities began this quarter in preparation for the end of the contract. This included completion of an inventory disposition report that compiles the entirety of all capital goods procured by the Project, with a determination as to how those goods should be distributed after the close down of the project. By the end of the quarter, the project was awarded a nine-month cost extension to December 31, 2008, and close-out activities were accordingly suspended.

SUMMARY OF PLANS FOR NEXT QUARTER

- The project will help formulate and organize a new National Legislative Development Steering Committee, reflecting changes in party and leadership representation.
- We will hold a fourth Meeting of the Secretaries of all Houses, with the AJK Legislative Assembly invited to participate.
- PMP data gathering will continue.
- In light of the Project's extension through to December 31, 2008, the Close Down Plan will be reviewed and updated as necessary.
- A USAID overall Democracy & Governance Assessment team is expected in April.

COMPONENT 1: Representation Improved

SIGNIFICANT ACTIVITIES/EVENTS

- **Task 1.1.3 Parliamentary Briefs** – PLSP finalized all the parliamentary background briefs for Member Orientation 2008.
- **Task 1.2 Website Development (Public Accounts Committee)** – Project has hired a website designer for development a public website for the Public Accounts Committee to establish to expand public access to the legislative process.
- **Task 1.2 Website Development (Parliamentary Institute)** – PLSP Developed Website for Pakistan Institute for Parliamentary Services
- **Task 1.4.3 Press Gallery Enhancements** – Press Gallery Equipment was installed in the joint National Assembly and Senate Media Center, with the Project providing back-up Internet Service.
- **Task 1.5 Public Hearings** – The new leadership of the National Assembly has publicly called for opening up the committee process, including the holding of public hearings.

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 1.1.2 Transparency of Legislative Calendar

PLSP's proposal to prepare legislative calendars for the Senate and National Assembly was met with general consent at the 27 November 2007 Secretaries' Meeting. However, to ensure full buy-in by the new parliamentary leadership, the Project is holding this effort until it can meet with the new Speaker of the National Assembly and her counterparts in the Provincial Assemblies.

Task 1.1.3 Parliamentary Briefs

PLSP finalized all the parliamentary background briefs for the Member Orientation 2008 package, with briefs adapted to the specific circumstances of each House. The one-pager briefs were printed in English and Urdu.

Task 1.2 Website Developments (Parliamentary Committees)

As of the end of the quarter, there had been almost 100 unique visitors, with visits averaging approximately four minutes per visits, recorded at the three Senate Standing Committee websites (Defense Committee, Education, Science and Technology Committee and Foreign Affairs Committee).

- Defense Committee – www.senatedefencecommittee.pk
- Education, Science & Technology Committee – www.ssc-est.gov.pk
- Foreign Affairs Committee – www.foreignaffairscommittee.org

The process of setting up a website for the Public Accounts Committee of the National Assembly is on hold until the new parliament is sitting and the appointment of the new Public Accounts Committee Chairman is made in order to ensure that the new committee leadership had a chance to contribute to the website development process.

Task 1.2 Website Developments (Parliamentary Institute)

PLSP has completed a pilot project to create a Website for Pakistan Institute for Parliamentary Services. The Parliamentary Institute website will provide easy access to users and honorable parliamentarians about working of the Institute, research reports, and articles related to Parliament. Email facility is provided to staff members of PIPS which will enhance communication between the Institute and Members.

The PIPS staff was trained to upload data and modify existing data through the website control panel provided by the hosting company to track space used, email administration and visit counters. This website is dynamic and database-driven with an administration panel, providing a user-friendly means to update the website without requiring extensive training. The open-source rather than proprietary design makes it easier for members and secretariat staff to develop their personal website and possibly committee websites.



March 20, 2008

Speaker orders restoration of live TV coverage

ISLAMABAD: National Assembly Speaker Fehmida Mirza made her first observation on Wednesday, directing the National Assembly staff to restore the live coverage of the assembly proceedings by private television channels. Earlier, journalists walked out of the parliament against police who cut off the cables of private television channels and allegedly misbehaved with cameramen and technical staff. PPP Information Secretary Sherry Rehman, PPP leader Syed Khursheed Shah, Pakistan Muslim League-Nawaz leader Khawaja Muhammad Asif, Muttahida Qaumi Movement parliamentary leader Farooq Sattar condemned police's misbehaviour. Khawaja Asif said state-run PTV's "monopoly should be ended now".

Task 1.3 Broadcasting of Parliamentary Sessions

The new government has reversed the restriction on media coverage of the National Parliament – even to the extent of allowing access, through PTV, of instantaneous feeds live from the House floor. Additionally, the new speaker has promised journalists better access to all parliamentary proceedings, including committee meetings. These steps provide the impetus for rapid movement on proceedings broadcasting of the parliament.

Task 1.4.3 Press Gallery Enhancements

The Project installed an NTC high-speed internet connection to serve as backup in the joint National Assembly and Senate Press Gallery, due to the fact that the National Assembly – which has sole control over the joint facility – turns off the in-house Internet service every day

at 3:00 pm unless the National Assembly is in Session. The decision by the new National Assembly leadership to broaden access for private media emphasizes the need for round-the-clock internet access in the Press Gallery. This will ensure that Journalists using the equipment installed by USAID-PLSP in the previous quarter will not be restricted to the National Assembly IT Department's limited timetable of internet service, particularly when the Senate is in Session.

Task 1.5 Public Hearings

The new leadership of the National Assembly has publicly called for opening up the committee process, laying the political groundwork for the conduct of public hearings in which citizens and advocacy groups can have access to the legislative process.

SUMMARY OF PLANS FOR NEXT QUARTER

- Continue to train journalists on parliamentary rules and procedures, parliamentary budget process.
- Hold workshop on Media Relations for national parliamentarians, including on how to work with a fast-changing media environment.
- Train CSOs and Media on new website resources.
- Train New Members during Phase Two of the Members Orientation on the use of the new websites and electronic governance modules.
- Work with the new National Assembly leadership to coordinate existing parliamentary broadcasting efforts with their new initiatives, including continued requests for resources and informational support to the Senate Finance Committee's Select Sub-Committee on Broadcasting.
- Complete design for the Public Accounts Committee website and launch.
- Upon completion of the Members Orientation introductory sessions (Phase One of Orientation Process), work with the leaderships of both Houses to produce a preliminary legislative calendar for the legislative year.

COMPONENT 2: Improved Lawmaking

SIGNIFICANT ACTIVITIES/EVENTS

- **Task 2.1.1.7 Expanded PIPS Research Services** – A detailed Module on Assessing Legislation was developed to enhance the legislation-drafting skills of the parliamentarians.
- **Task 2.1.2.2 New Member Orientation (NMO)** – Focus groups were conducted and plans for New Member Orientation were drafted and shared with Secretaries of all houses.
- **Task 2.1.2.1 Policy Resource Guides** – All 26 Policy Resource are nearing completion and are expected to be in place in time for Phase Two of the Members Orientation 2008, which will begin in conjunction with the initial committee sessions.
- **Task 2.4 Internship program** – The PLSP Internship program was reduced at the end of the existing quarter to await formation of the new LDSCs in each House. This is because of the need for National Assembly Members to be in place to participate in the Intern Selection Panel.

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 2.1.1.7 Expanded PIPS Research Services

A detailed Module on Assessing Legislation was developed to enhance legislation-drafting skills of the parliamentarians and enables them to undertake a Regulatory Impact Assessment (RIA). An RIA process comprises a process for a legislator (or staff member, or civil society representative) to determine to what extent the components of a particular law contributes to the laws' intended or required intent, and to what extent the implementing agencies utilize the legislation effectively. The Module will be used in the Phase II of the Members Orientation 2008 as the basic document for the Assessing Legislation and Legislation Drafting Course with the members of Parliament at national as well as provincial levels.

Task 2.1.2.1 Policy Resource Guides

All 26 Policy Resource Guides have are in final draft and ready to be formatted for publication. These Guides will be part of the Phase Two Members Orientation 2008 packages, to begin in conjunction with the initiation of the new National Assembly committees. The Policy Resource Guides combine available information into a single resource for Committees of both Houses of the National Parliament. The guides will serve to bridge Members to relevant and timely information and expert opinions about the key issues in which they are involved. The resources are divided into three sections; informational, institutional (international and national) and human resource.

Task 2.1.2.2 Member Orientation 2008 (MO8)

Member Orientations were planned to be conducted upon election of the New Assemblies, following their formal inauguration. Planning of member orientations started in November 2007 with a rapid assessment to identify the knowledge and skills needed to make

parliamentarians work better as a legislature. A three phased plan was developed which includes an introductory sessions, in depth sessions and thematic seminars/policy dialogues. PLSP worked in close coordination with all houses and other counterparts (UNDP- SPDP) to ensure timely and effective execution of MO8 plan (which began in April 2008).

Meetings were held with the National Assembly Secretariat and the UNDP's SPDP project. SPDP had also planned a member Orientation to welcome national assembly members and introduce on going legislative strengthening projects to the national assembly members. To avoid confusion and duplication of sessions, a joint (SPDP & PLSP) Introductory Member Orientation plan was developed. The joint plan was printed with the National Assembly Logo and distributed to the members through National Assembly Secretariat. SPDP-UNDP welcome ceremony was held a day after the oath taking event. PLSP Member Orientation session was held following the speaker and deputy speaker's election.

The focus of the PLSP Member Orientation session is on the key areas that a new Member must understand to ensure he or she is able to quickly take up legislative issues and procedures, including: Constitutional Authority of Parliament: Parliamentary History: Rules and Procedure (such as Motions and Notices, Question Hour and Privileges): the Committee System; the Legislative Process; Parliamentarians as Legislators; Parliamentarians and the Budget: Research support for legislators: and the expectations of the parliamentarians for future project programming.

To achieve this objective, a three hours session was designed, which included all the above mentioned topics. Easy to understand material was prepared. The PLSP team developed and distributed one-pagers on all the key topics in English and Urdu. CDs of these materials were also distributed. Participants were given opportunity to ask questions after each session and share their experiences.

Member Orientation National Assembly (20 March 2008)

Pakistan Legislative Strengthening Project (PLSP) conducted the Members Orientation for the National Assembly on Thursday, 20 March 2008 at the Pakistan Institute for Parliamentary Services at Parliament Lodges, Islamabad. The orientation session was attended by 34 Members of the National Assembly (MNAs), mainly the newly elected Members with the representation of all the major parties.

The three-hour long orientation session covered all major topics on legislative issues and procedures, including: Constitutional Authority of Parliament, Parliamentary History, Rules and Procedures (such as Motions and Notices, Question Hour, and Privileges); the Committee System; and the Legislative Process. The session was started with an opening speech by Project Director Christopher Shields who welcomed member and shared the objectives of the session. Following the welcoming statement, the USAID Mission Director Anne Aarnes addressed the members. Sessions were conducted by Mr. Khan Ahmad Goraya (former Secretary General of the National Assembly), Justice Rtd. Abdul Rauf Lughmani (former Secretary National Assembly), Senator Anwar Bhinder, Senator Rukhsana Zuberi, Mr. Mohammad Mushtaq (Deputy Secretary for Legislation), Mr. Aizaz Asif (Legislative Oversight Advisor, PLSP).

Task 2.4 Internship program

The intern program cycle came to a close in March, with the exception of three interns who were kept on to complete on-going projects for Senate Committee Chairs. If funds permit, a new recruitment for a six-month internship (June through December) will be initiated in May.

RESULTS FOR THIS QUARTER

- Thirty-four new Members of the National Assembly received Introductory Member Orientation, with the evaluations providing critical intelligence in regard to the necessary follow-on training in Phase Two, with more than half indicating that Budget training was primary to their needs as new Members.

SUMMARY OF PLANS FOR NEXT QUARTER

- Phase Two Orientations to provide in-depth sessions on Budget Process, Committee Effectiveness, Media Relations, and Assessing Legislation in all houses
- Policy Dialogue Sessions on the Budget Process, Conflict Resolution, Electoral Reform and Local Governance Reform.

COMPONENT 3: Oversight/Accountability

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 3.1.2 Other Non-Legislative Oversight Mechanisms

The project responded to the National Assembly Public Accounts Committee's request to help the committee develop a website (See Task 1.2) to include the reports of the committee, notification of committee meetings, and to also post the documents the committee receives for review (including the Auditor General's report). In response to this request, the project developed a scope of work for the design of the website and solicited bids from Website Designers.

However, there was a request made by the secretariat to postpone the process till the new PAC Chairperson is elected. Also the received bids did not meet the stated requirements. As soon as the new Chairperson holds office, PLSP will request for new bids and develop the website with mutual understanding of the Committee Chair.

SUMMARY OF PLANS FOR NEXT QUARTER

- Budget processes and analysis workshops will be conducted at the national level and all four provincial assemblies.
- Committee Effectiveness workshops is planned for Standing Committee members at the national and provincial level involving former member of the House of Commons, Tony Worthington, former parliamentarians and experts. Timing depends on when committees are formed and chairs named, and also it has to be worked around the priority of budget cycle training to begin in June.
- Public hearing workshop will be conducted during the upcoming quarter. The Public Hearing Manual has already been converted into a training manual as per the PIPS standards. The manual was finalized after receiving input from all the assemblies through the Committee Branch Working Group members. Senator Nisar Memon, Chairman Standing Committee on Defence has already agreed to be the resource person for this workshop.
- Government Assurances Briefing Paper will be developed to support the Government Assurances Standing Committees in the parliament and the provincial assemblies.

COMPONENT 4: Improved Management/Infrastructure

SIGNIFICANT ACTIVITIES / EVENTS

- **Task 4.1 Parliamentarian’s Resource Center** – During this quarter, 65 different Senators and MNAs used the PRC, the bulk of which occurred at the end of March, after the arrival of the new Members of the National Assembly.
- **Task 4.1 Parliamentarian’s Resource Center Brochure** – A new PRC brochure was developed and printed to assist in marketing the PRC to new Members of the National Assembly.
- **Task 4.2.1 Equipment Installation Enhancements** – Proceedings Reporting Units, Print Shops and Press Gallery installations were reviewed and some revisions made to maximize efficiency during this quarter.
- **Task 4.2.2.7 Senate IT Capacity Building Trainings** – Senate IT staff received additional equipment, software and IT Network Management and Post LAMP training this quarter.

SUMMARY OF THIS QUARTER’S MILESTONES AND OUTPUTS

Task 4.1 Parliamentarian’s Resource Center (PRC)

The project developed and printed a new PRC brochure to assist in marketing the PRC to new Members of the National Assembly, and member utilization of the PRC jumped in March with the arrival of the new National Assembly. MPs continued to utilize PRC facilities for Internet, photocopying faxing, printing, scanning and reading periodicals. During this quarter, 65 different Senators and MNAs used the PRC. Forty of the visitors were new members. The total number of visits for the quarter was 201, compared to 111 last quarter, which translated into an average of 2.2 users per day compared to 1.21 last quarter. It is important to point out that the months of January and February were election campaign time, and virtually no Members were in Islamabad.

Task 4.2.1.1 Installation of Print Shop Equipment

In the Senate and National Assembly, PLSP has completed installation of the copiers, binding machines, computers, software and digital duplicators to support in-house production of parliamentary proceedings and legislative documentation. At the end of the quarter, PLSP was in discussion to reorganize the logistical relationship of the Senate Print Shop and Proceedings Reporting Sections, involving the possible relocation of part of the Print Shop to an office adjacent to Proceedings Reportings.

Task 4.2.2.3 Installed Proceedings Reporting Equipment

PLSP has provided digital recorders to the reporting and audio sections of the National Assembly and Senate. This equipment will modernize the archiving procedures of the assembly by providing session recording in a digital format that can be rapidly transcribed and provided for public access via the respective Houses’ websites.

Task 4.2.2.7 IT Capacity Building Training (Equipment & Software)

A total of 22 Senate Staff members attended the Proceedings Reporting training session for the equipment procured by USAID-PLSP on 17-18 January 2008. The training focused on the digital recording equipment and the transcription software provided to the Senate by the Project.

Task 4.2.2.7 IT Capacity Building Trainings (Basic Computer Skills)

The PLSP conducted a basic computer skills training course for 12 members of the staff of the for Senate Proceedings Reporting unit on 19-22 February 2008. A basic computer skills workshop by computer Instructor Naveed Salman was conducted for the Senate reporters. Staff was provided with instructional materials for reference purposes.

Task 4.2.2.7 IT Capacity Building Training (Post-LAMP)

The four staff members of the Senate IT Unit participated in an intensive Post-LAMP Network Administration and Management training seminar on 10 – 11 March 2008. This was a follow-on workshop to last year's training. Additionally, PLSP provided training to Senate IT Staff on Windows Active Directory and Domain Controller. PLSP helped Senate IT Staff in installation of Windows 2003 server, Domain Controller, Active Directory and PDMS Jauhar Server.

SUMMARY OF PLANS FOR NEXT QUARTER

- Workshop on MS publisher for Senate staff
- Basic computer skills workshop for parliamentarians
- PLSP will host 5th IT Forum Meeting.
- Installation IT equipment in NWFP.
- Formal Launching of Provincial Websites.
- Oracle training for Punjab Assembly IT officers.

III. PROVINCIAL LEVEL PROGRAMMING

INTRODUCTION AND SUMMARY

Overall, the provincial assembly secretariats continued to participate in the various staff trainings made available in the PITRCs, as well as began preparations for the arrival of the new Members.

During this quarter PLSP focused mainly on Members Orientation activities for all Provincial Assemblies and were able to hold the first of the four Introductory Sessions at the NWFP Provincial Assembly. Eighty-five Members attended the NWFP Introductory Session, which was held in the historic Old Assembly Chamber and opened by the new Speaker, the Hon. Kiramat Ullah Chagharmati.

As with the National Level, all of the Project's planned equipment procurements for the Provincial Assemblies were completed in the last quarter, although there were some last minute requests by the assemblies which might be considered and fulfilled in the next quarter.

In addition to the equipment trainings for staff, the Project continued to conduct various trainings including for journalists how to cover Parliament, Rules and Procedures for Parliament, and general consultation. There was also Legislative Drafting follow-on training conducted.

The coming quarter will be extremely busy, with the primary focus on Members Orientation in general, with secondary phase orientation sessions on the Budget Process, Committee Systems and Public Hearings, and Media training for Members. This will be paralleled by Policy Dialogue sessions that will help bring focus to some key issues, such as election reform, local government reform and other topics.

Summarizing the Quarter's Provincial Activities:

Improved Representation

- All Provincial Assembly websites are currently being repopulated to reflect the results of the February 18 national/provincial elections. Once the Houses are inaugurated and the new data uploaded, there will be a public Website Launch for each provincial assembly. Initial visit data indicates considerable interest.
- Karachi journalists gave high marks to the newly established USAID-funded Parliamentary Media Center in Sindh Assembly; the new Balochistan Assembly Speaker has pledged to publicly dedicate the new Media Center in Quetta in the next quarter.

Improved Law-making

- All provincial houses participated in the development of House-specific briefing papers for the Members Orientation scheduled for implement upon inauguration of the new Assemblies. Assembly staffs reviewed the documents, which were then incorporated into the Members Orientation packets for distribution to the incoming Members.

- Members Orientation Introductory Sessions were scheduled to be held in April, upon inauguration of three other new Assemblies: Balochistan, Punjab and Sindh.
- NWFP Legislative Drafting TOT participants conducted training for other Assembly staff.

Improved Infrastructure/Management

- Equipment for the Print Shops, Libraries, Proceedings Reporting and Media Centers have been installed and the relevant staff trained, although the Project may conduct some follow-on training, and possibly do some cross-training among Provincial Assembly staffs. Further, the new Library Management KOHA software that was customized by PLSP for the provincial houses will enable the creation of a unified catalogue of publications available at the four houses, with plans to integrate the national parliamentary library databases under study.
- English language and basic Computer Skills trainings continued in all provincial houses for Assembly staff.

COMPONENT 0: Project Administration

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 0.1 Legislative Development Steering Committees

Due to the political uncertainty and the dissolution of all the Provincial Assemblies in expectation of the imminent elections, monthly meetings of the LDSC were not possible. PLSP is in discussions with the respective houses to constitute new Provincial Assembly LDSCs now that the new Assembly has been officially inaugurated.

Task 0.2 Coordination of Project Activities with Secretaries

In November 2007, PLSP held a third meeting of the Secretaries – hosted by the Provincial Assembly of The Punjab in Lahore – of all provincial and national houses, plus the AJK Legislative Assembly. The meeting reviewed the progress made to date, discussed and reviewed the PLSP No Cost Extension work plan with particular attention to plans for activities after parliamentary elections and the role of the project and PIPS. In addition, the counterparts were provided an opportunity to give feedback on project activities and identify key areas of focus for the project staffing the future phase.

Task 0.4 Project Monitoring and Evaluation

The PLSP project prepared a PMP report for USAID, through the end of the Second Quarter of FY 2007. (Updated project PMP Matrix is appended).

SUMMARY OF PLANS FOR NEXT QUARTER

- New Provincial Assembly Legislative Development Steering Committees will be constituted and begin work.
- A fourth Meeting of the Secretaries of all Houses, with the AJK Legislative Assembly invited to participate, will be held in the next quarter.
- PMP data gathering will continue.
- A USAID overall Democracy & Governance Assessment team is expected in April.

COMPONENT 1: Representation Improved

SIGNIFICANT ACTIVITIES / EVENTS

- **Task 1.1.3 Parliamentary Briefs (Members Orientation)** – The Provincial Coordinators worked with the Assembly Secretariats to finalize the Members' Orientation One-Page Briefing Papers to ensure conformity to the respective Houses' Rules.
- **Task 1.2 Website Development** – All Provincial Assembly websites are currently being repopulated to reflect the results of the February 18 national/provincial elections.
- **Task 1.4.1 Assembly Rules Workshop for Journalists** – The workshop for parliamentary journalists "Parliament and Media: Securing an Effective Relationship" were held in Balochistan, Sindh and NWFP during this quarter.

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 1.1.1.1 Legislative Management Modules (Punjab – NetSol)

Though the NETSOL commitment to have all 12 Legislative Management Modules functioning in time for the inauguration met with delays, the first eight and key modules dealing with legislative business – Legislation Branch Management, Miscellaneous Legislation Management, Resolution & Motions, Questions Management, Document Management, Inter-Parliamentary Relations, Notices, and House Debates – are now functional [User Assessment Training (UAT) was conducted January 31 to 23 February]. The remaining four modules – including Bills Management, PAC (Public Accounts Committee) Management, and Committee Management, and TA/DA (Travel Accommodation/Daily Allowance) – will be finalized, introduced with training conducted early in the next quarter, after the first session of the new Assembly.

Task 1.1.1.1 Legislative Management Modules (NWFP – In House Development)

At the NWFP Assembly, PLSP Interns finalized development of Administrative Management modules and developed Databases on Motions, Resolutions and other activities, for archiving past Assembly records.

Task 1.1.3 Parliamentary Briefs (Members Orientation)

The Provincial Coordinators worked with the Assembly Secretariats to finalize the Members' Orientation One-Page Briefing Papers to ensure conformity to the respective Houses' Rules.

Task 1.2 Website Developments

The Punjab Assembly website delayed going online because of decision to maintain its own hosting arrangements, compounded by the change in leadership. It is expected to launch sometime in early April, after the Leadership of the new Assembly is settled. All other

Provincial Assembly Websites

Balochistan: www.pabalochistan.gov.pk

NWFP: www.panwfp.gov.pk

Punjab: www.pap.gov.pk

Sindh: www.pas.gov.pk

websites are online, and in the process of update to include the new Members elected in February. All four websites will be launched in the next quarter

Task 1.4.1.2 Workshops for Parliamentary Journalists

The workshop for parliamentary journalists “Parliament and Media: Securing an Effective Relationship” were held in Balochistan, Sindh and NWFP during this quarter.

Workshop for Parliamentary Journalists, Sindh (30th – 31st January)

A two-day workshop for parliamentary reporters on “Parliament and Media – Securing Effective Relationship” was conducted in Karachi. Editors and reporters from 27 leading print and electronic media attended the training. The objective of the workshop was to develop understanding on the importance of media in democratic development as well as on promoting effective media-parliament relations. A total of 30 participants attended the two-day workshop, which was chaired by Caretaker Minister for Finance and Information, Dewan Muhammed. The event also included a session on Rules and Procedure of Sindh Assembly by Secretary of Assembly, Mr. Hadi Bux Buriro.

Workshop for Parliamentary Journalists, Balochistan (9th February)

One day workshop was held in Balochistan. 28 Parliamentary Journalists attended the workshop facilitated by Zaigham Khan, with special focus on how to develop working relationships between Members and the media.

Workshop for Parliamentary Journalists, NWFP (6th March)

Parliamentary Journalist in NWFP requested to hold a workshop on Parliamentary Rules of Procedures before the elections to effectively cover the proceedings of the new assembly. Upon request of PLSP, Deputy Secretary Amanullah from NWFP assembly conducted a session on Parliamentary Rules of Procedures. The session was attended by 40 journalists.

Task 1.4.3 Press Gallery Enhancement

All Press Gallery enhancements have been completed in the provincial assemblies, except for the Punjab, which is awaiting the establishment of the new Assembly Leadership for go-ahead to complete. At least one Assembly is planning a formal inauguration of its new Press Center early in the next quarter.

Balochistan Assembly: The new Speaker of the Balochistan Assembly is planning to hold a formal inauguration of the Press Centre refurbished and equipped by USAID-PLSP early in the next quarter.

Sindh Assembly: Informal meetings have been held with Press Gallery Representatives, the Assembly Public Relations Officer, the Assembly Secretary and the PLSP Focal Person was held to discuss the media centre responsibilities once it is handed over to the Assembly secretariat.

RESULTS OF THIS QUARTER

- Initial results of Q1 reports on Website Statistics indicate that growing numbers of the public are accessing information on the provincial assemblies through the new websites developed/redesigned by PLSP.

SUMMARY OF PLANS FOR NEXT QUARTER

- NETSOL will complete and deploy the final four User Acceptance Testing (UAT) segments for the Legislative Management Modules – including Bills Management, PAC (Public Accounts Committee) Management, and Committee Management, and TA/DA (Travel Accommodation/Daily Allowance) – which will complete the introduction of the 12 modules, developed for the Punjab Assembly.
- Continued training of journalists on the budget process and rules of procedure of all four provincial assemblies.
- Formal launch of all Provincial Websites; Orientation seminars on new website resources in all four Provincial Assemblies.
- Completion of installation of all Press Gallery equipment in Punjab Provincial Assembly.
- Preparation and Publication of Balochistan Assembly staff directory.
- Media workshop for Sindh Assembly Members on how to give press interviews and dealing with the press.

COMPONENT 2: Improved Lawmaking

SIGNIFICANT ACTIVITIES / EVENTS

- **Task 2.1.2.2 Member Orientation 2008 (MO8)** – Eighty-five Members of the NWFP Provincial Assembly attended the PLSP Introductory Session on 31st March. Session are tentatively scheduled for Balochistan, Punjab and Sindh Provincial Assemblies in the first half of April.
- **Task 2.2.1.3 Library Equipment Procurement Completed** – The last procurement item for the provincial assemblies was received by the Project, delivered and installed in all the libraries of the respective Houses.
- **Task 2.4 Provincial Assembly Internship Program** – A reduced schedule of interns will continue to operate in Balochistan, NWFP and Punjab Assemblies through 15th June.
- **Task 2.5.1 Legislative Drafting** – NWFP Legislative Drafting TOT participants conducted training for other Assembly Staff.

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 2.1.2 Member Orientation 2008 (MO8)

Member Orientations were planned to be conducted upon election of the New Assemblies, following their formal inauguration. Planning of member orientations started in November 2007 with a rapid assessment to identify the knowledge and skills needed to make parliamentarians work better as a legislature. A three phased plan was developed which includes an introductory sessions, in depth sessions and thematic seminars/policy dialogues. PLSP worked in close coordination with all houses and other counterparts (UNDP- SPDP) to ensure timely and effective execution of MO8 plan.

Several meetings were held with the National Assembly Secretariat and SPDP. SPDP also planned a member Orientation. To avoid confusion and duplication of sessions, a joint (SPDP & PLSP) Introductory Member Orientation plan was developed. The purpose of SPDP Member Orientation was to welcome national assembly members and introduce on going legislative strengthening projects to the national assembly members. A joint (SPDP and PLSP) member orientation plan was printed with the National Assembly Logo and distributed to the members through National Assembly Secretariat. SPDP-UNDP welcome ceremony was held a day after the oath taking event. PLSP Member Orientation session was held a day after the speaker and deputy speakers election.

The focus of Member Orientation session is on the key areas that a new Member must understand to ensure he or she is able to quickly take up legislative issues and procedures including, Constitutional Authority of Parliament, Parliamentary History, Rules and Procedure (such as Motions and Notices, Question Hour, and Privileges), the Committee System, the Legislative Process, Parliamentarians as legislators, Parliamentarians and the Budget, Research support for legislators and the expectations of the parliamentarians for future project programming.

To achieve this objective a three hours session was designed, which included all the above mentioned topics. Easy to understand material was prepared. One-pagers were developed on all the key topics and translated into Urdu. CDs of these materials were also distributed. Participants were given opportunity to ask questions after each session and share their experiences.

Member Orientation NWFP Assembly (31 March 2008) – Pakistan Legislative Strengthening Project (PLSP) conducted the Members Orientation for the NWFP Provincial Assembly on Monday, 31 March 2008 at the Assembly Library in Peshawar. The orientation session was attended by 85 Members of the Provincial Assembly, mostly newly-elected Members.

The session was opened by NWFP Speaker Kiramat Ullah Chagharmati. The PLSP COP shared the objectives of the orientation session and briefed the participants on PLSP activities. Sessions on Assembly Rules and Procedures, Business of the House, Budget, Legislative Process were conducted by Mr. Khan Ahmed Goraya, Mr. Qazi Anwar, Mr. Amanuallah (Senior Additional Secretary NWFP Assembly), and Mr. Shahzad Naeem, Deputy Director, Accountant General office, NWFP

Sindh Preparations: The Provincial Coordinator worked in conjunction with Sindh Assembly Secretary to edit and adapt on the Members Orientation modules specific to the Assembly, including its history, past legislation, bills, motions and questions since 1972. The Project worked jointly with the Assembly to prepare an additional orientation booklet for members on PLSP activities: the PITRC, the media centre and the member orientation programming. The booklet will serve as a member handbook and to be distributed to all Members.

Task 2.1.4 HEC Database Access for Balochistan Assembly Library

Through coordination with Syeda Tamkanat of National Digital Library Program of HEC, Library of Balochistan Assembly and PITRC is now subscribed for the HEC database.

Task 2.2.1 Advanced KOHA Software Training

PLSP conducted KOHA Library Management System advanced training for all four Provincial Assemblies at the Parliamentary Institute interim facility on 31 January – 2 February. A total of eight participants attended the hands-on training session. Participants from Balochistan could not attend the training because of the issue of financial support from the secretariat. Detailed documentation (User Guide, Serial Management, New User Guide, KOHA database structure, etc.) was distributed among the participants, covering all components of the software. Soft copies of the documentation were prepared on CD for distribution to the Librarians. One additional refresher training in KOHA may be conducted in the coming quarter, to ensure uniform application of the software in all assembly libraries.

Task 2.2.1.3 Library Equipment

The last procurement item for the provincial assemblies was received by the Project, delivered and installed in all the libraries of the respective Houses.

Task 2.4 Provincial Assembly Internship Program

At the end of the quarter of the interns deployed to the Provincial Assemblies, seven were continuing at the end of the quarter (Balochistan – 2, NWFP – 4, and Punjab – 1). The determination to continue these interns was based on the existing projects on which they were involved in the various Houses. If funds permit, a new recruitment for a new 6-month

internship (June through December 2008) will be initiated in May, with primary goal of sustaining the merit-based intern recruitment system.

Balochistan: At the request of the Assembly, two interns were extended for an additional three months. These interns are assisting the IT Unit in updating finalising the Assembly website that the Project created for Balochistan Assembly, as well as assisting the Library Staff with populating the KOHA catalogue, again provided by the Project.

NWFP: The Assembly Secretariat requested a three-month extension for four of the interns, which the Project has provided. These interns mostly have IT backgrounds and are working on the development of Administrative Management software, using open-source platforms.

Punjab: The Assembly Focal Person requested the retention of one intern to assist in closing out the project preparing a debate index that has been delayed since 2002. Now the debate index is complete from 2002 to 2006.

Sindh Assembly: The two interns assigned to work in the Sindh Assembly completed their internship on 15th March, 2008. They were scheduled to complete their internship on 31 January but their term was extended for one and half months. Both the interns contributed to the Sindh Assembly Departments to which they were assigned. Ms. Nadia Khalique, intern assigned to work in the library contributed by entering the records of the assembly using KOHA management system. She also did research on various topics assigned by the librarian and assembly secretariat. Mr. Muhammad Ali, intern assigned to work in the question branch contributed cataloguing and entering the data related to the questions from 2004 till February 2006. Any new interns will not be recruited in the current program unless funding permits, and then at the end of the next quarter. Finally, the Questions tabled in the Sindh Assembly from the beginning of 2004 until February 2006 were catalogued and electronically archived by the interns.

Task 2.5.1 Legislative Drafting

The NWFP Legislative Drafting TOT participants have now conducted training for other Assembly Staff, following up on the previous quarter's training. The NWFP Legislative Drafting Group developed a module and trained another 12 Secretariat staff. Due to the elections delay from 8 January to 18 February, the planned training for Provincial Law Ministry staff in Legal drafting had to be postponed until the next quarter.

RESULTS OF THIS QUARTER

- Books were catalogued using KOHA Management system in the Sindh Assembly Library as part of the effort to eventually create a Union Catalogue among all the Provincial Assemblies.
- Evaluation results from Member Orientation in NWFP Provincial Assembly established definitive need for Budget Process and Rules and Procedure Trainings.

SUMMARY OF PLANS FOR NEXT QUARTER

- New Member Orientation will be conducted upon election of the New Balochistan, Punjab and Sindh Assemblies, following their formal inauguration in early April.

- The Intern Program will continue in a reduced format to support interns to work in the Balochistan, NWFP and Punjab Assemblies through June 15, 2008.
- Phase Two Orientations to provide in-depth sessions on Budget Process, Committee Effectiveness, Media Relations, and Assessing Legislation will be held in all provincial houses.
- Policy Dialogue Sessions are planned on the Budget Process, Conflict Resolution, Electoral Reform and Local Governance Reform.

COMPONENT 4: Improved Management/Infrastructure

Significant Activities / Events

- **Task 4.1.7 English Language Skills Enhancement** – English language skill courses were held in NWFP, Balochistan and Sindh for Assembly secretariat staff.
- **Task 4.1.7 Computer Skills Enhancement** – Courses continued to be conducted for Staff in all four Assemblies. No courses were conducted for Members as the Houses were in abeyance awaiting the 18 February elections and formal inauguration of the Houses.
- **Task 4.2.1.1 Installation of New Print Shop Equipment** – The PLSP has installed the new equipment obtained by the Project for the Print Shops of the Balochistan, NWFP and Sindh Provincial Assemblies.
- **Task 4.2.1.2 Installation of Proceedings Reporting Units** – The PLSP has provided new equipment to the Proceedings Reporting Units of all four Provincial Assemblies.

SUMMARY OF THIS QUARTER'S MILESTONES AND OUTPUTS

Task 4.1 Parliamentary Information & Technology Resource Centers

The PITRCs of the four provincial assemblies remained a central point for providing services and skills enhancement opportunities for Members and Assembly staff during this quarter. Although only one House had been inaugurated by the end of the quarter (NWFP on 31 March) the month of March saw a marked increase in Member visits, Assembly staff in all four provinces continued to utilize the Centers, both in person as well as through expanded LAN network services provided by PLSP. The PITRCs continued to provide venues for English Language Courses, Computer Training for Assembly Staff, and through each LAN network, expanded Internet Service to key officers of the Houses.

Balochistan: The reporter of SAMAA TV Channel has developed a documentary on the history of Balochistan Assembly. The prominent part of the documentary was consisted on the PITRC, Press Room, and Library with regards to the services provided by PLSP. The facilities provided by PLSP have been well highlighted in the mentioned documentary. This documentary has been telecasted several times on the channel.

NWFP: While the Assembly has been in abeyance since its dissolution in October, awaiting the election that occurred in February, the Resource Center remained very active, with computer classes, meetings and small workshops conducted during the interregnum. On average, eight to ten secretariat staff visited the Resource Center daily to use its services.

Punjab: While the Assembly has been in abeyance since its dissolution in October, awaiting the election that occurred in February, the Resource Center remained very active, with an average of 10 to 15 secretariat staff members visiting the PITRC daily.

Sindh: PPP Parliamentary Leader Pir Mazhar ul Haq visited the Resource Center and was updated on the Center's services and preparations for the Members' Orientation program.

Joined by local media the visit was reported in various local Karachi newspapers and news channels. Additionally, prior to the inauguration, several newly elected Members visited and were briefed on Members Orientation and the services of the Resource Center. Additionally, Sindh PITRC conducted several outreach efforts:

- Certificate Distribution ceremony for the English Language Course held in PITRC was by headlined by the Acting Consul General of the US Consulate in Karachi, Honorable Ms. Catharine Rodriguez, joined by Vice Counsel Ms. Karen R. Waltz and Secretary of Provincial Assembly of Sindh, Mr. Hadi Bux Buriro. The event was covered by many leading newspapers and news channels in Karachi. Additionally, outreach to the German Consulate resulted in a visit from the German Consul General and a visiting expert on Islam and the Status of Women.
- The Sindh PITRC conducted outreach to the Aurat Foundation (Women's Issues), the NGO Madadgar, (Human Rights Issues), the Edhi Foundation (CSO/Parliament Relations) and the Asian Conference on Religion and Peace (Islam and Women's Issues), focusing on developing a wider range of information resources for the Members.

Task 4.1.2 Assembly Staff Email Addresses for Balochistan

The email addresses of Balochistan Assembly have been discussed with Website Focal Person and Project Focal Person. The name for email addresses on the Assembly website domain has been finalized and created.

Task 4.1.7 English Language Skills Enhancement

Balochistan: PLSP provided opportunity to the officers to learn English Language skills that would make them capable to respond to the correspondence and communication with Members. As a result more than 35 officers of grade 16 and above were enrolled in the different phase of English language course. As per the evaluation of the course, officers now find themselves more efficient and fluent to respond to the needs of members i.e. translations, publications, questions editing and proceeding reporting. *The English language course made it easy for me to take notes, drafting letters and other official correspondence,* Mr. Shams-ud-Din, Deputy Secretary commented.

The Balochistan Provincial Assembly being a political institution, has staff members recruited mostly on political basis and due to the low level of education in Balochistan the people working with were not previously able to speak English fluently and write accurately. The English language course organized by PLSP helped the officers of Assembly to perform their job in a well versed manner. *The most valuable thing which I achieved is broken my hesitation of speaking English Language,* said Sher Mohammad, Assistant Secretary. It has improved the writing skills of the staff, dealing with the reporting of proceedings. *I can now speak English fluently, it improved my writing skills being an English Reporter,* commented Maqbool Ahmed, Reporter.

NWFP: English language skill courses were held at the NWFP Assembly for secretariat staff. A basic English language module has been developed, a soft copy of which has been installed on the computers of course participants in the PITRC.

Sindh: The English language course for Sindh Assembly officials was held this quarter for the first time in the PITRC for nine officers of the Provincial Assembly of Sindh. This course was held in collaboration with the US Consulate's Lincoln's Corner as the each day the

participants watched the movie “Framework of Democracy” to improve their listening skills and gain knowledge about the American Constitution and Democracy. English language course for the newly elected Members of the Sindh Assembly are being requested by MQM Parliamentary Leader Syed Sardar Ahmed.

Task 4.1.7 Computer Skills Enhancement

Balochistan & NWFP: Basic IT courses for staff continued, with advance-level courses initiated this quarter.

Punjab: The Project initiated the Computer Skills Enhancement Courses for the Punjab Assembly Secretariat. Three 3-week courses have been conducted during this quarter for Assembly staff. A total of 21 participants completed the basic computer course.

Sindh: The second series of computer training for secretariat members was attended by 12 assembly staff. This course was conducted in January 2008. The next group of 24 assembly staff will attend the next course in April 2008.

Task 4.2 Equipment Upgrades

In Balochistan, NWFP and Sindh Assemblies, the Print Shop, Proceedings Reporting and Media Center equipment was formally signed over to the respective Secretaries of the Assembly. In these three Assemblies, no formal IT equipment inventories had been established, thus the Project established the first-ever IT-specific inventories in these Houses. In Punjab, the Proceedings Reporting equipment was formally signed over to the Secretary of the Punjab Assembly, leaving only the Media Center equipment to be installed and signed over, pending finalization of the arrangements that have been held up by the elections. The last of the equipment handovers should take place early in the next quarter.

Task 4.2.2.7 IT Capacity Building Training (Post-LAMP – Punjab Assembly)

The two top staff members of the Punjab Provincial Assembly IT Unit were given advanced Post LAMP Network Administration and Management training on 28 – 30 January. This was a follow-on workshop to last year’s training. Sindh Assembly has requested further Post-LAMP training in the coming quarter.

RESULTS OF THIS QUARTER

- In the Balochistan, NWFP and Sindh Assemblies, no formal IT equipment inventories had ever been established, thus the Project established the first-ever IT-specific inventories in these Houses, thus institutionalizing this key administrative process.

SUMMARY OF PLANS FOR NEXT QUARTER

- PLSP will host 5th IT Forum Meeting.
- Installation IT equipment in NWFP.
- Formal Launching of Provincial Websites.
- Oracle training for Punjab Assembly IT officers.
- English language course for Members of the Sindh Assembly as requested by Parliamentary leader of MQM, Syed Sardar Ahmed
- Post LAMP Network Administration and Management training to Assemblies on request.

IV. COOPERATION WITH OTHER DONORS/INTERNATIONAL ENTITIES

- COP Eleanor Valentine and Training Specialist Nadia Batool continued meetings with UNDP SPDP Manager Marvi Sirmed regarding the Member Orientation programming for the National Assembly. However, as the date for the Members Orientation drew close, the UNDP-SPDP Manager still had not provided an agenda for the joint event, and when provided with the USAID-PLSP agenda, simply put the UNDP-SPDP name on the PLSP agenda, it was determined that the two projects would conduct two events: UNDP-SPDP to host the welcoming event with various topical speakers from government and civil society organizations; and, PLSP to conduct the substantive orientation session.
- Linkages developed by the Sindh Provincial Assembly office of the Project with the German Consulate and the US Consulate and Lincolns Corner in Karachi.
- Follow-on to the outreach to the German Consulate by the Sindh Provincial Assembly office, the Punjab Provincial Assembly arranged meetings for a German researcher with female MPAs and Civil Society Organizations on the role of civil society in bringing about change in the judiciary, as well as Islam and women in Pakistan.
- Librarians at the National and Provincial Houses have requested assistance in attending the 2008 International Federation of Library Associations (IFLA) Conference in Canada in August, 2008. In the spirit of donor coordination and leveraging of resources, PLSP has discussed with the Canadian High Commission possible funding for the trip. This will be pursued in the next quarter.
- PLSP has had outreach discussions with UNDP, the Canadian International Development Agency (CIDA) and the UK Department for International Development (DFID), and expects those discussions to continue in the next quarter.

V. ADMINISTRATIVE MATTERS

- Imran Qamar took over the management of the Intern Program for an interim period.
- Niaz Mohammed PRC assistant left PRC. He got full time job in PILDAT due to work in PRC.
- Preparations for an overall assessment of all USAID-Pakistan Democracy and Governance programs in Pakistan began in March. The team that will conduct the assessment will be headed by MSI.
- USAID-Pakistan Office of Democracy CTO Saad Paracha departed the mission on January 15.
- The new USAID-Pakistan Director of the Democracy and Governance Office, Michael Hryshchyn assumed his duties in early February.
- Sher Shah, IT Advisor departed from the Project, and his position will remain vacant, although it has been arranged with the FATA project to make him available on an as needed basis.
- Khetab Niazi was replaced by Niaz Jan as one of the two Project Drivers.
- Program Assistant Umbreen Saleem departed from the Project. The recruitment process had reached its final stages at the end of the quarter, with the three finalists selected for final interview, with to be filled in April.

VI. CHALLENGES ENCOUNTERED AND REMEDIAL SOLUTIONS

Task 0.1.2 Provincial LDSC Meetings

Problem: Because of Presidential elections in early October in the Provincial Assemblies and dissolution of the houses in mid-November, no LDSC meetings took place this quarter.

Remedial Solution: *Remedial Solution:* It is expected that provincial LDSCs will be reconstituted after the Assembly elections for which letters have been drafted and send to Speaker.

Task 1.1.1 Access to Legislative Records

Problem: The planned October 2007 presentation to the LDSC of the National Assembly and Senate's Legislative Records Management System designed under the E-Governance Directorate Program was delayed due to political events and the subsequent dissolution of the LDSC in November. The LRM System includes modules for monitoring Question Hour, Legislative drafts, and other agenda issues.

Remedial Solution: PLSP will work with the National Assembly Secretariat to develop a presentation to be incorporated into the Member Orientation Phase Two Sessions. Subsequently, the presentation will also be offered to the Senate for their presentation to Senators.

Task 1.3 Broadcast of Parliamentary Proceedings

Problem: The PLSP had completed a draft White Paper on Broadcasting Sessions of Parliament, which was submitted to the Senate Select Sub-Committee on Broadcasting. However, the Committee has not met since it was constituted and was not held during this quarter owing to the election campaigns.

Remedial Solution: The PLSP, while continuing to monitor any activity by the Senate Select Committee on Broadcast, expects that with the determination by the new leadership in the National Assembly to ensure broadcasting is a priority, the Project will see a series of new proposals on broadcasting early in the next quarter..

Task 1.4.1 Budget Workshop for Journalists in National Parliament

Problem: The PLSP had postponed a series of Parliamentary Procedure and Rules Workshops for Journalists at the National Parliament from July, originally with plans to conduct the workshop in this quarter. Given the attention of journalists to matters related to the presidential elections, Benazir Bhutto's return to Pakistan, imposition of a State of Emergency, dissolution of the Supreme Court, Bhutto's subsequent assassination and the concomitant postponement of the elections, a suitable time for this training is not likely to be found until after the new National Assembly is established.

Remedial Solution: These trainings are scheduled in the next quarter as part of the Phase Two Member Orientation activities.

Task 1.4 .2 Public Relations Officers (PRO) Working Group Meeting

Problem: The Public Relations Officers (PRO) and Media Working Group had planned to meet in November, but this meeting was postponed due to the political situation following the assassination of Benazir Bhutto and the subsequent postponement of elections, which consumed the attention of most journalists throughout most of the quarter.

Remedial Solution: The Project maintains telephone contact with all PROs. The next meeting of the Public Relations Officers and Media Working Group has been proposed to be held in conjunction with the IT Forum to discuss how both can work together to continually enhance the websites.

Task 1.4.3 Press Gallery Enhancement

Problem: The Project has been working with the Punjab Assembly and its PRO office to alleviate the problems caused by a shortage of usable space for a media center in the old Assembly Building. Unfortunately, owing to the refusal of the outgoing Speaker as interim caretaker, all plans involving the PRO and joint endeavors for the Assembly were postponed.

Remedial Solution: Since the new Assembly that is currently under construction has spacious facilities planned for a media center, it was determined that the PRO office would house the Press Gallery equipment, as the Press Gallery Committee of journalists that cover the Assembly already utilize the PRO office in filing stories and generally covering the Assembly. To facilitate this move, the Project is working with the PRO office to redesign the setup of PRO office to enable effective use of space allowing the Press Gallery equipment to be functional. It is expected that with the installation of the new Assembly Speaker and leadership, these plans will be completed in the coming quarter.

Task 2.1.1 Pakistan Institute for Parliamentary Services (PIPS)

Problem: Though the project attempted to have the LDSC members complete the process of selection of the PIPS Executive Director before the dissolution of the National Assembly, the efforts did not meet with success. Similarly, there was no opportunity for the PIPS Bill to be considered by the Senate of Pakistan as they did not meet during the quarter except for the short session to organize the Presidential elections on October 6.

Remedial Solution: The legislation drafted by the previous National Assembly did not lapse when the assembly was dissolved. The Project staff is working with the new National Assembly Leadership to urge quick action on reconstituting the LDSC, as well as bringing the PIPS bill onto the agenda, the PIPS land transfer completed and the PIPS Executive Director recruitment brought to a final decision to enable the appointment to be made.

Task 2.1.5 Reflections on Parliament Roundtable

Problem: In November 2007, the National Assembly and Provincial Assemblies completed their full five-year term. As the first parliament to do so, this presented an important opportunity to review the achievements of Pakistan's legislative branch. While a round-table was planned for this quarter – under the auspices of PIPS, bringing together leaders and members from all six houses to conduct a self assessment – the political situation intervened, and no roundtable was held.

Remedial Solution: In light of the still unstable political situation, the Roundtable is being reconsidered as a task.

Task 2.3.4 Orientation to Public Hearing

Problem: During this quarter it was planned that an orientation session on Public Hearing would be held with Standing Committee Chairs of the Senate. This was postponed since Senator Nisar Memon, who had agreed to facilitate the meeting had been appointed in the interim government as Federal Minister for Information and Broadcasting.

Remedial Solution: The project will return to this activity during the Phase Two sessions of the Members Orientation, including a session on the “Use of Public Hearings in Parliamentary Committees”. Senator Memon and other Senators will be invited to share their experiences in those sessions.

Task 4.2.3 IT Forum

Problem: PSLP intended to conduct an IT Forum during this quarter but those efforts were hampered by repeated political and security situations which postponed the meetings.

Remedial Solution: The IT Forum is tentatively rescheduled for the next quarter in conjunction with the next PRO working group.

Task 4.3 Enhanced Parliamentary Service Capacity

Problem: The project has been unable to convene the Parliamentary Service Working Group since its first meeting, largely because that group is comprised primarily of the Secretaries of the assemblies.

Remedial Solution: PLSP will review and revise the goals of the Parliamentary Service Working Group and suggest to secretaries that Additional Secretaries be nominated to participate in this group once the initial organizational work of the new Assemblies is completed.

Task 4.3 Improved Legislative Documentation

Problem: The Project had intended to convene the Parliamentary Rules and Code of Conduct Working Group, but the staff coordinator of that group left the project in November.

Remedial Solution: The Legislative Capacity Advisor has accepted responsibility for the organization of the next Rules and Code of Conduct Working Group meeting and will pursue this topic.

VII. UNRESOLVED ISSUES OR CONSTRAINTS ON THE PROJECT

Selection for Executive Director – PIPS

The selection process for the post of Executive Director would have been complete had it not been for the judicial crisis and the election of the President as a result of which the interview committee could not meet, since the National Assembly was immediately prorogued after that vote, and met again only for the dissolution vote.

The current status is that candidates have been short-listed and informed accordingly. Fortunately, two members who were members of the Legislative Development Steering Committee (LDSC) and part of the short-listing committee from the Senate and National Assembly remain in office and are firm on their decision. As soon as the new Speaker and Deputy Speaker take oath and the Parliament resumes its business a summary will be put before it to resume the interview process for selection of the Executive Director.

Pakistan Institute for Parliamentary Services (PIPS) Bill

Senator Ch. Anwar Bhinder, also a member of the Legislative Development Steering Committee (LDSC) submitted the PIPS Bill as a private member's bill to the Senate Standing Committee on Law, Justice and Human Rights and Parliamentary Affairs. The committee endorsed the bill and after some minor amendments submitted it on the floor of the Senate. The bill can now be taken up for consideration and passage anytime, although there is a .

Simultaneously, the caretaker government has recommended that the bill be submitted as a government bill with some minor amendments from the Ministry of Law, Justice and Human Rights to the National Assembly, once it convenes. It can be taken up in the coming sessions of the National Assembly.

Pakistan Institute for Parliamentary Services (PIPS) Land

The Senate Standing Committee on Law, Justice and Human Rights and Parliamentary Affairs, that presented Senator Ch. Anwar Bhinder's PIPS Bill to the Senate has already noted in its report that the land allocated for the construction of PIPS "has already been allotted in Islamabad." The secretariat of the Senate and the National Assembly are having some difficulty in securing the amount for the purchase of the allotted land from the Capital Development Authority (CDA). The project has suggested to both secretariats that they examine the budget of the parliament and see if there is any amount that it may be surrendering be re-appropriated for the purchase of the land, as there are indications that the legislative budget has unexpended funds. The Project will also again take up the issue vigorously as soon as the new parliament and federal cabinet are in place.