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Communication # 2128

USAID
Center for Development Information and Evaluation
Document Information Division
POL/CDIE/DI
Room 209F, SA-18
Washington, DC 20523-1802

Subject: Final Report: Armenia Nutritional Supplement Project

Dear Sir/Madam:

Enclosed please find two copies of the Final Report for the Armenia Nutritional Supplement Project. As per CARE Letter # 2112 dated 19 December 1996, the final report for the Georgia Nutritional Supplement Project has been submitted.

Should you require further information or clarification, kindly contact either myself or David Negus at CARE USA's headquarters in Atlanta, Georgia.

Sincerely,

A handwritten signature in cursive script that reads "Thomas F Hurley".

Tom Hurley
Assistant Mission Director/Program

cc: Ellen Pierce, CARE Armenia (cover only)
David Negus, CARE USA (cover only)

files: 440.28.7

CARE-Armenia

Georgia-Armenia Nutritional Supplement Project

Final Report

I. GENERAL REFERENCE

Project Name: Georgia-Armenia Nutritional Supplement Project
Location: Armenia
Project Code Number: CCN-0001-A-00-4045-00
Implementation Period: July 01, 1995 - June 30, 1996
Extension: July 01, 1996 - October 31, 1996
Submitted by: CARE-Armenia
Date Submitted: December 24

II. INTRODUCTION

At the beginning of 1995, the three former Soviet Republics of the Caucasus region remained in a state of economic and social crisis. Social conditions in both Georgia and Armenia continued to be negatively effected by war and internal conflict, the economic collapse that occurred as a result of the break-up of the Soviet Union and the transition from a command to a market demand economy, environmental degradation and an acute lack of energy. Special conditions affecting Armenia include the ongoing crisis of shelter and widespread unemployment in the areas of the country destroyed in the 1988 earthquake, and the economic and physical blockades imposed by Azerbaijan and Turkey in response to the ongoing conflict between Armenia and Azerbaijan over the territory of Nagorno-Karabagh. Continued fighting in Chechnya had effectively severed Georgia and Armenia's primary rail link

with Russia, and contributed to the escalation of internal and regional political tensions.

Both Georgia and Armenia were undertaking economic, political and legal reforms designed to end the strife faced by their residents and bring the countries into the international economic and political sphere. These changes are occurring with the help of large amounts of support from bi-lateral and multi-lateral sources of assistance. Although many families have used traditional and newly developed coping strategies to maintain economic security through this period of transition and hardship, it was those households that relied largely on government and internationally provided assistance who were in a particularly vulnerable position during 1995, as levels of this assistance dropped steadily.

In early 1995, the Social Welfare Ministry of the Government of Armenia (GoA) estimated that over half of the population was still in need of assistance to maintain even basic levels of household food and livelihood security. This at-risk population included approximately 400,000 children under five years of age, 100,000 pregnant and lactating women, 300,000 refugees and 500,000 elderly pensioners, among others. Typical household incomes had declined steeply in relation to the cost of essential goods. The average family income only covered about 25% of the cost of essential food supplies. Without external assistance, many of these families were facing ultimate depletion of their survival resources.

The Armenia sector of the Georgia-Armenia Nutritional Supplement Project (GANSP) was initiated in mid-1995 in an attempt to positively affect the household food security of a total 72,000 pregnant and lactating women and children from six months to five years of age through the ten-month period of supplementary food distribution.

GANSP was implemented under a USAID grant. By the end of the project, CARE-Armenia had distributed approximately 3,500 MTs of US government supplied food commodities. CARE worked in partnership with the Humanitarian Assistance Commission (HAC) of the Government of Armenia (GoA) and the Ministry of Social Welfare (MoSW) in the GANSP planning, receipt and distribution process. In collaboration with the MoSW, CARE identified appropriate beneficiaries and determined geographic areas. Distribution of food items was channeled through State Ration Shops

controlled by the Ministry of Trade. The GoA was actively involved in the implementation of the program and provided significant logistical and other support.

The purpose of this project was to reduce the health risks posed by poverty and inadequate food supplies by providing nutritional supplementation during the period when food insecure mothers and children are at a greatest danger of developing nutritional deficiencies. The supplementary rations, consisting of a combination of wheat flour, vegetable oil, red beans, whole milk powder and farina cereal, were distributed to project beneficiaries in five two-month cycles.

III. OPERATIONAL PLANNING PROCESS AND IMPLEMENTATION

A. Beneficiary Category

Pregnant and lactating women, women headed households and children under five are considered to be some of the most vulnerable groups in the country due to the following reasons:

- Depleted household food and fuel stores;
- Inability to access an adequate food supply. This may have long term affects in terms of increased morbidity and stunting of child growth;
- Female headed households have special disadvantages in dealing with the combined crises of recent years;
- Children under five years of age require optimum nutrition to promote mental and physical development and face the greatest risk of permanent, long term negative effects from nutritional deficiencies;
- Pregnant and lactating women require additional calories and additional grams of protein each day in order to maintain optimum nutrition.

The categories of beneficiaries such as pregnant/lactating women and children were registered under the jurisdiction of the Ministry of Health (MoH). According to the MoH, however, selecting beneficiaries by level of economic vulnerability was impossible, as there is no established mechanism to choose the most vulnerable people using hospital services. The GoA proposed to

divide up the amount of commodity available among all pregnant and lactating women and small children was not acceptable to CARE, as it would have provided too small a ration to have any impact on beneficiary food security.

No satisfactory resolution to this problem had been found by the end of September 1995. Hence in October, HAC and CARE, in consultation with USAID, agreed to select beneficiaries through the PAROS system. PAROS is a nation-wide computerized registration system for determining eligibility for social services and humanitarian aid by assigning a vulnerability rating to each household. At the end of December, lists of beneficiaries were collected from PAROS center. This provided CARE with a list of 43,959 children and 2,980 pregnant/lactating women, for a total of 46,939 beneficiaries.

The table below shows the number and location of beneficiaries by the project proposal and by the PAROS system:

SN	Regions	Number of Children			Number of Pregnant and Lactating Women		
		By proposal	By PAROS	Difference	By proposal	By PAROS	Difference
1	Yerevan	50,307	39,116	11,191	15,032	1,879	13,153
2	Vanadzor	2,141	2,041	100	631	358	273
3	Giumry & Spitak	3,052	2,802	250	837	743	94
Total		55,500	43,959	11,541	16,500	2,980	13,520

The table shows a great difference between the proposed number of women and the number of women identified through PAROS. The major reason for this discrepancy is the beneficiaries of these categories had not registered themselves as pregnant or lactating. Armenian tradition prevents women from discussing their pregnancies until the final stages, and social customs dictate against their revealing their status in relation to both pregnancy and lactation. Given the delay in program start-up, however, the first cycle of delivery and distribution was done for this number of beneficiaries. Additional lists were obtained during the month of March. Through these lists, 11,546 children and 2,185 pregnant/lactating women were included in GANSP. As the number of women was still less than proposed, lists for 11,335 women-headed households were taken from PAROS center.

The addition of 11,335 female-headed households to the original recipient lists was not a departure from the basic strategy of the project. Women-headed households were identified in the project plan as among the most vulnerable in the country and were included in the original target group. The process of obtaining the lists took several months, which delayed start-up of project activities.

During project implementation approximately ten percent of the beneficiaries registered in CARE lists did not show up to receive their rations and by the end of the fifth (final) cycle of distribution, some amount of food remained in CARE warehouse. For this reason additional lists were requested from PAROS center. In September 1996 CARE obtained new lists for 26,481 children under five and 2,334 lactating women and women-headed households.

CARE staff conducted a pre-check of 2% of the households contained in each PAROS list before starting distribution to beneficiaries. Results and findings of these pre-checks are presented in the Monitoring section of this report.

B. Geographic Area

CARE Armenia, at the request of GoA, agreed to target selected categories of beneficiaries in four regions, namely, Giumry, Vanadzor, Spitak and Yerevan. The criteria for area selection were that beneficiaries living in urban areas and earthquake zone considered more vulnerable than those living in villages and non-earthquake zones. Urban residents do not have the same opportunities for accessing food as the rural residents of Armenia do, as villagers have been allocated agricultural land by the government. Earthquake affected families, many of whom still reside in temporary shelters face additional hardship in relation to shelter, heating fuel and chronic unemployment. Finally, the geographic areas chosen contain well over 50% of the country's population.

C. Commodities

Commodities selected for this project were wheat flour, vegetable oil, dried red beans, dry whole milk (DWM) and farina. Selection was done based on

their high protein, vitamins and minerals content and dense caloric value, as well as their general acceptance in the country.

According to the original plan, commodities were shipped in two tranches of approximately 1,600 MTs each. A large warehouse complex in Yerevan was identified in collaboration with HAC. This space has been used by CARE for commodity distribution projects since 1993. In accordance with the agreement with GoA, warehouse space was provided for GANSP free of charge.

Receipt

The first shipment began to arrive on September 1995 and receipt lasted up to December 1995. The period for receipt of train wagons from the second shipment was from end-January 1996 to mid-May 1996.

The table below shows the proposed and actually received quantities of commodities in metric tons:

Commodity	Proposed (MT)	Net Received (MT)
Wheat Flour	1,375	1,374.83
Vegetable Oil	322	552.93
Beans	153	154.37
DWM	854	931.86
Farina	631	630.56
Total	3,335	3,644.54

Commodities were accompanied by a phytosanitary certificate, issued by USDA, confirming the good condition of all items.

Losses

During receipt of commodities, 11.43 MTs of external losses were registered: 5.12 MTs of flour, 1.75 MTs of DWM, 1.79 MTs of beans, 2 MTs of oil and 0.77 MTs of farina. These figures include the difference between manifested and actually received quantities and reconstitution losses.

Ration Sizes

The ration sizes for different categories of beneficiaries were designed to provide a significant nutritional supplement. The amounts proposed provided 42% of energy and 52% of protein needs for pregnant and lactating women and 44% of energy and 79% of protein for children under five years of age.

For each of the five cycles of distribution, ration sizes per category of beneficiary were as follows:

	I Cycle		II Cycle		III Cycle		IV Cycle		V Cycle	
	P/L/ WHH	Ch. 6m-5y								
Flour (kg)	9.08	2.27	9.08	2.27	9.08	2.27	9.08	2.27	9.08	2.27
Oil (liter)	4	4					4			
Beans (kg)	1.82		1.82		1.82		1.82		1.82	
Milk (kg)	2.27	2.27	2.27	2.27	2.27	2.27	2.27	2.27	2.27	2.27
Farina (kg)		2.37		2.37		2.37		2.37		2.37

Oil was packaged in four liter tins, and for easy distribution it was given to pregnant/lactating women and women headed households twice during the project life and to children from six months to five years one time.

Dispatch

The commodities were distributed to project beneficiaries through State Ration Shops (SRS). Dispatch of commodities to distribution points began in February 1996 and was completed by October 1996.

During previous projects the GoA supported CARE's activities by providing trucks for transportation of commodities free of charge, with fuel supplied by CARE. Due to financial constraints, the GoA expressed its inability to continue supporting with rent free trucks for GANSP. In the first stage of project implementation, CARE Armenia recruited a private contractor, the French transport company, COL, to carry out the delivery of commodities

from CARE central warehouse to the selected distribution points. The work done by transport company was not satisfactory and their service was terminated in June 1996. From July 1996, individual contracts were signed with private truck drivers.

Dispatch and transit losses during the life of the project are detailed below:

Commodity	Dispatched (MT)	Transit Losses (MT)
Wheat Flour	1,366.93	0.07
Vegetable Oil	550.65	0.24
Beans	152.47	0.00
DWM	929.81	0.01
Farina	627.90	0.00
Total	3,627.75	0.32

All information regarding receipt and dispatch of commodities is included in Attachment A.

Commodity Instructions

To ensure that beneficiaries properly understand commodity usage, CARE prepared detailed commodity instruction flyers in Armenian language. Every beneficiary household received a copy of instruction along with the commodities distributed for the first cycle. Samples of commodity instruction in English and Armenian are in Attachment D.

D. Counterparts

CARE worked primarily with two government agencies: the Humanitarian Assistance Commission (HAC) and the Ministry of Social Welfare (MoSW). The Project Activity Agreement outlines the respective roles and responsibilities of CARE and HAC/MoSW (see Attachment B). The Social Services Department was assigned by the MoSW to work with State Ration Shop staff at Distribution Points at regional/district levels.

E. Distribution Network

In consultation with counterparts, 28 State Ration Shops - GANSP distribution points - were selected in the project areas: 21 in Yerevan, one in Spitak, three in Vanadzor and three in Giumry. Receipt, storage and distribution services at all these points were made available to the project free of charge.

Commodity delivery from warehouses to the distribution points was done in accordance with pre-determined delivery plans, and each delivery was documented through a pre-numbered official CARE waybill. The transport contractors were responsible for accurate and safe delivery of commodities to assigned distribution points. CARE staff were present during offloading in State Ration Shops to ensure that correct procedures were followed by distribution point staff and transport contractors.

Representatives of the State Ration Shops (SRS) were responsible for maintaining inventory of receipt and distribution of commodities. CARE Field Monitors provided training and guidance to SRS staff in maintaining the inventory during the project implementation. Inventory Forms were provided to each distribution point to make uniform inventory records in each SRS.

F. Management Information Systems

CARE-Armenia has used a computerized Commodity Inventory Tracking and Reporting System for all its food distribution projects in the CIS. The basic elements of this system are records of receipt, dispatche, running balances and loss. Forms used include Commodity Tally Forms, Commodity Inventory Ledgers, Shipment Tally Forms, Loss and Adjustment Reports and Commodity Movement Waybills. Information recorded was computerized, using a number of databases and spreadsheets. Based on this information, Bi-weekly Commodity Status Reports were prepared by the Food and Logistics Officer for submission to CARE-CIS Headquarters for consolidation and further submission to the donor.

G. Staffing

Staff involved in GANSP management and implementation had between one and three years previous experience with CARE commodity distribution

projects. During this time they had received training in project implementation, standard monitoring, warehousing and inventory control. In addition, a series of workshops and training sessions were conducted to orient staff on new project procedures and revised monitoring formats and reporting requirements. The project organization chart is included as "Attachment C" to this report.

H. Distribution Process

As soon as delivery plans were prepared and approved, the representatives of State Ration Shops and Social Services were informed to be ready to receive the commodities allocated to their regions.

Distribution of rations to project beneficiaries was done based on the lists prepared in PAROS center. Copies of these lists were available in each distribution point on the walls or windows to make easy for beneficiaries to find their names.

Prior to the distribution, beneficiaries were notified through mass media or by regional/district Social Service representatives. In cases where large numbers of people assigned to one distribution point, staggered distribution schedules were prepared based on addresses of registered beneficiaries. Upon arrival to assigned State Ration Shop, the project required that beneficiaries have with them a passport as identification, children's birth certificates and, the most essential and necessary document - their PAROS registration passport. In this document are numerated all members of the household, their social status, incomes and other information necessary for identifying the family's vulnerability rating.

Ration sizes were displayed in visible places at the distribution points to orient beneficiaries about the donated food items and their quantities. Copies of the written commodity consumption information were distributed to beneficiaries as well.

Upon receiving their rations, beneficiaries signed the main lists and the Social Service representative on duty at the distribution point made a note of the receipt in the family's PAROS passport. Information recorded in the passport included when and from which organization assistance was received and the revised vulnerability rating of beneficiary after receiving the aid.

There were few cases of complaints from SRS representatives regarding what they viewed as extra work done without receiving additional payment. A recommendation for future food programs, if any, would be to provide some financial compensation to store keepers for their contribution to project implementation.

Staff in most of the shops selected for GANSP had experience working with CARE in past projects. Despite this, all shops' persons in charge, as well as Social Service representatives, participated in training provided by CARE field staff to maintain daily inventory ledgers, handle and store commodities properly and prepare monthly commodity status reports.

Once delivery and distribution of commodities commenced, close to 100% of beneficiaries received their rations in timely manner. The only problem noted was long lines in some shops, which was regulated by revised distribution schedule preparation.

I. Monitoring

Monitoring was the most important component of quality project implementation. As per the project agreement, CARE undertook to conduct several types of monitoring at various stages of the program, namely, pre-checks of beneficiaries and distribution points, delivery monitoring, distribution monitoring and end-use monitoring. In addition to this pre- and post-distribution household food security surveys were conducted to evaluate the effectiveness of project intervention in assisting households to maintain acceptable levels of food security. In addition, during the project life a market survey and a survey to determine why beneficiaries did not show up to collect their rations in some distribution points were conducted by field staff.

Samples of all monitoring forms used in GANSP are attached (see Attachment D).

Distribution Point Pre-check

As was proposed, CARE Field Monitors conducted pre-survey of 100% of State Ration Shops identified for use in the project to verify that the storage facilities, security and management met with program standards. Thirty-five distribution points were visited and checked, out of which 28 were selected

for distributing GANSP commodities. During project life seven shops were privatized. Due to this reason, an additional nine points were checked, out of which seven were found to meet CARE standards. During the final two months of the project 17 additional distribution points were chosen for distribution of reserve commodities.

No major problems were encountered during the pre-check of distribution points.

Beneficiary Pre-check

CARE monitors conducted pre-checks of 2% of the beneficiaries registered in the PAROS lists. Selection of households for pre-checks was done on random basis to verify the accuracy of the PAROS lists with regard to targeted beneficiaries, their locations, social categories, level of vulnerability, etc.

2,299 addresses were visited by field staff during project implementation:

- 1,143 beneficiaries from main lists;
- 607 beneficiaries from additional lists;
- 549 beneficiaries from the lists taken for reserve commodities.

A breakdown by beneficiary category was as follows: 1,853 children under five, 132 pregnant/lactating women and 314 women-headed households.

Major findings from the pre-checks were that only 0.2% of interviewees incorrectly assigned to the lists, errors were found in 5% of addresses and beneficiary names, and about 5% of the listed beneficiaries moved or changed their addresses.

Analysis showed that discrepancies did not exceed 10%, therefore, the lists were accepted for use in project implementation.

Dispatch/Delivery Monitoring

The majority of commodity delivery trucks were accompanied by CARE field staff from central warehouse to distribution points. Monitors were present when commodities were counted upon receipt and waybills were signed by the shop consignees. The only problem mentioned during delivery monitoring was the periodic lack of laborers available to assist with off-loading at distribution points.

Distribution Point Monitoring

During the life of the project, CARE field staff paid 436 visits to distribution points for conducting regular on-going monitoring.

During the distribution point visits, field monitors followed up with shop keepers on the inventory control system; reconciled the inventory book balance and physical balance; talked to the beneficiaries about whether or not they knew the correct ration size, and asked if they received the correct ration size; assisted with crowd control to the extent possible; and oriented beneficiaries and shop keepers on who was financing the project and providing assistance. A standard Distribution Monitoring Form was filled in during each visit.

The most common problem noted in State Ration Shops was the lack of pallets for proper stocking of commodities. Guided by CARE staff, they used cardboard sheets, pipes or empty wooden boxes instead of standard pallets. In all distribution points inventory ledgers were maintained in the proper way, book and physical balances corresponded with each other, and in case of losses, Loss and Adjustment Reports were prepared. Beneficiaries' signatures on the main beneficiary lists were found to be in order and records in PAROS passports were filled correctly as well.

Beneficiary End-Use

End-use monitoring was initiated after the first cycle of distribution and continued throughout project life. CARE conducted end-use visits in a total of 2% of beneficiary households. The questionnaire used for this purpose addressed issues such as appropriateness of the commodities, problems in receipt and preparation, as well as expected duration of consumption. In all, CARE conducted 1,484 end-use checks.

The breakdown of beneficiary households interviewed in end-use monitoring visits was as follows:

- 1,118 children under five;
- 182 pregnant/lactating women;
- 184 women-headed households.

In general, the findings of end-use monitoring were satisfactory. Following are some highlights:

- * 100% of people interviewed received humanitarian assistance provided by CARE;
- * 80% of beneficiaries had no means of outside support;
- * 0.9% of recipients received incorrect rations although they were aware of pre-determined ration sizes;
- * 0.1% of beneficiaries visited had problems in receiving commodities related with congestion in the distribution points;
- * 99.9% commodities were received in good condition. A few cases were reported of oil tins leaking or flour packages torn;
- * none of beneficiaries interviewed were planning to sell commodities;
- * the most preferred item was oil, then flour, farina, and milk.

Market Survey

In May 1996 a market survey was conducted in Yerevan, Spitak and Vanadzor to identify the presence of CARE commodities in the market, if any, and find out their source. Survey showed that 2.8% of shops visited were selling GANSP commodities and 100% of respondents stated that they got the commodities piece by piece from individuals.

Survey of "no-shows"

After the first and second cycles of distribution it was found that about 10% of beneficiaries listed did not attend the distribution points to receive their food. A survey was arranged to find out the reason. Eighty-eight beneficiaries were interviewed for this purpose and several reasons were identified:

- * 25% of interviewed people did not know that they were in the lists or could not find themselves in the posted lists;
- * 59% of beneficiaries were out of the city or country during the distribution;
- * A few cases were identified where beneficiaries lost their documents or were not able to come due to sickness.

To respond to this issue, representatives of Social Services were requested to inform the listed beneficiaries by telephone and a new announcement of the distribution was done by radio as well.

J. Household Food Security Survey (HHFSS)

In December 1995 CARE field staff carried out a pre-survey of 600 project households to collect information on standard food and livelihood security indicators. The same survey was repeated at the end of the project as a means of measuring impact of this intervention and obtaining up-to-date data on the food security status of the vulnerable groups included in the project.

The questionnaire was designed by a social scientist from the University of Arizona, who was hired as a consultant for this purpose. This HHFSS has been used to measure impact in CARE food assistance programs throughout the CIS since 1995. The survey data is analyzed with the help of the EpiInfo computer program.

About 600 interviews were conducted for both pre- and post- surveys. Comparative analyses shows that for GANSP beneficiaries government allowances paid to families with small children and government salaries continue to remain as the main source of income. Given that the average government salary ranges between ten and fifty US dollars per month, when a basic market basket for a family of four costs approximately \$166, it cannot be stated that this income contributes substantially to household food security. When comparing October 1996 to December 1995, more people mentioned having additional incomes from activities such as trade-market sales. Another observation is that during the post-survey more beneficiaries reported spending household income on essential non-food items than in the pre-survey. It can be stated that humanitarian assistance received through the project helped beneficiaries to decrease their expenditures on food items, freeing up a greater portion of their income for other essentials such as medical care, clothing and heating fuel.

The percentage of respondents who used borrowing as a coping strategy had decreased by the end of the project, although analysis showed that the percentage of people who felt ashamed to borrow has increased. The most frequently borrowed item continued to be money, followed by medicines.

The problem encountered in analyzing the results of the survey to determine program impact was that the HHFSS was limited to program beneficiaries. Therefore project management is unable to state objectively whether or not positive changes in household food security were due to program

interventions, as there is no data from non-project households to compare trends with.

VI. PROBLEMS ENCOUNTERED/LESSONS LEARNED

1. Delay in receiving beneficiary lists from the GoA led to late start-up of project activities and inability to complete the activities within the approved project period up to June 30, 1996. It was required to extend the project activity period up to October 31, 1996.
2. The NIS-NSP project, implemented by CARE in 1995, targeted 100% of pregnant/lactating women and children under five years of age in its operational area. GANSP was designed to serve the same categories of beneficiaries, but only 72,000 individuals from the most vulnerable households. This meant that about 19% of the previous project's participants were covered by GANSP. There was no mechanism to identify the most vulnerable beneficiaries through the systems used previously, through hospital services or other governmental sources. At the onset of this project, the GoA introduced the PAROS system, which was used to identify GANSP beneficiaries by their vulnerability ratings.

Nevertheless, given that PAROS was in its initial stages of operation, quite a few problems were encountered, including the delays in receipt of the beneficiary lists (mentioned above), inaccuracy of the information contained in the lists due to errors in data entry, non-inclusion of many eligible beneficiaries, and an imperfect system of indicators used to measure actual levels of need. The initial project plan would have been strengthened by development of a back-up targeting mechanism, using objectively verifiable criteria to determine beneficiary eligibility.
3. Another major problem related to targeting was the difficulty in identifying the planned number of vulnerable pregnant and lactating women through PAROS, as not all of them reported on their pregnancy during registration. The system was not yet dynamic enough to absorb changes in status, such as pregnancy and childbirth, in a timely manner. CARE proposed that the old system of identifying pregnant and lactating mothers through the polyclinics, where they routinely register for pre-natal and infant care, be adopted again. Government counterparts did not agree, however, as they had adopted a

policy of channeling all humanitarian assistance through the PAROS system, in order to incorporate vulnerability into the beneficiary identification process. The problem of shortfall in beneficiary numbers was solved by including socially vulnerable women-headed households as an additional group to receive assistance.

4. The State Ration Shops selected as distribution points were in the process of privatization. New owners were unwilling, in some cases, to store and distribute humanitarian assistance commodities without compensation. This created logistical difficulties, as project staff and the Social Services Departments were forced to change a number distribution points from cycle to cycle, necessitating transfer of commodities between points and additional publicity to inform beneficiaries of the changes.

5. Some other NGOs, both USAID and ECHO supported, were undertaking distribution of relief commodities to various groups of beneficiaries simultaneous to CARE's distribution of GANSP rations. As all this distribution was being implemented through the State Ration Shops, in collaboration with Social Service representatives, there was a shortage of space in the distribution points and an inadequate number of Social Services staff to oversee the work. Specific problems arising from this situation included difficulty in following correct handling and storage procedures for the commodities in the distribution points, and delay in actual distribution to beneficiaries. Affected Ration Shops and district Social Service departments were given more attention from CARE staff. They were visited more frequently during the distribution periods to verify physical balances, check inventory records, ensure the presence of Social Services representatives and monitor the services and ration sizes provided to project recipients.

6. During the first and second cycles of delivery, approximately ten percent of the listed beneficiaries did not attend the distribution points to receive their rations. CARE Field Monitors visited eighty-eight randomly selected households among these "no-shows" to identify the reasons behind their not participating in the distribution. The reason cited in the majority of these cases was absence of the family or of the particular beneficiary. Many people had moved, migrated or were registered under mistaken addresses. CARE requested that PAROS issue additional lists to fill the gap between the planned number of beneficiaries and the actual attendance, and excess commodities from the first two cycles were consumed in this manner. The

relatively high number of women who appeared on the lists but were not present to receive their commodities or were not actually in need of the assistance offered through the project points again to the need for a more objective, exact mechanism for identifying project beneficiaries and determining levels of vulnerability. Ideally, this mechanism should have been used during project planning stages, in order to determine levels of real need and request commodity amounts accordingly.

7. Although the PAROS system gave CARE a good set of initial beneficiary lists to work from, and was the only available tool with which to measure level of need, during the course of the project, it became apparent that there were large numbers of people who met project criteria for eligibility, but who, for various reasons, did not appear on the lists provided to CARE. CARE worked closely with the Social Services departments in the various districts where the project was implemented to facilitate the provision of information to PAROS on a regular basis to ensure that their records were updated. As the Social Services departments are usually the first point of contact for people requiring assistance, it is essential that there be a regular, preferably computerized, flow of information between these department offices and PAROS if PAROS is to continue as the primary source of information regarding level of need among vulnerable sectors of the population.

8. During the life of the project, 3.97 metric tons of lost commodities were registered in twenty-eight distribution points, which included 2.19 metric tons of flour, 0.98 metric tons of dried whole milk, 0.07 metric tons of beans, 0.33 metric tons of oil and 0.40 metric tons of farina. In the original project agreement signed between the GoA and CARE, no provision was made for assigning accountability for these losses and recovering the costs from parties deemed responsible. There is no doubt that the amount of loss could have been reduced considerably if Ration Shop Managers had been compelled to compensate CARE or the donor for any commodities lost while in their possession. CARE recommends that commodity donors insist on a clause in future project agreements that establishes a mechanism for determining accountability for lost commodities and assigns responsibility to the implementing agency for using this mechanism and collecting compensation accordingly. Recipient government counterparts must agree to this clause when accepting humanitarian assistance commodities; support for this from the donor will be essential if CARE is to share control over and responsibility

for handling and distribution of commodities with governmental and non-governmental partners.

VII. CONCLUSION

CARE program staff are satisfied that the final and intermediate goals of the Georgia-Armenia Nutritional Supplement Project were met in Armenia. Distribution and end-use monitoring demonstrated that once commodities distribution commenced, selected beneficiaries received correct amounts of the stipulated rations, in a timely and organized manner. Household food security indicators, as measured through the Household Food Security Survey, were maintained at acceptable levels through the life of the project, and some indicators, purchases of essential non-food items in particular, were improved during project implementation.

CARE's food resources management and accountability procedures were examined closely during project implementation by a team of USAID auditors. The results of this audit visit were extremely satisfactory; the team found that project staff were maintaining excellent control and records of donated commodities from receipt, through warehousing, delivery and distribution to project beneficiaries.

Major problems encountered were the delay in obtaining the initial beneficiary lists from the GoA, resulting in delayed initiation of the first cycle of distribution of commodities, and inadequacy of the targeting mechanisms built into the currently used PAROS system. As the Armenian economy recovers to the extent that many families that were once considered vulnerable are now able to generate adequate levels of income, and resources for straight humanitarian assistance shrink steadily, the issue of accurate identification of the most vulnerable members of the society has grown in importance. International and national NGOs, along with the administrators of the PAROS system, should continue to refine the definition of vulnerability in the Armenian context, the indicators used to measure this definition of vulnerability and the system used to rank individual families in accordance with levels of need.

VII. ATTACHMENTS

- A. Commodity Status Report
- B. Basic Agreements/Protocols
- C. Project Organizational Chart
- D. Monitoring Forms
- E. Flyer Samples

COMMODITY STATUS REPORT

Country Armenia

Period: from Jul/ 01, 95 to Oct/ 31, 96

Donor USAID

Preparer: Food & Logistic Officer

Signature: *[Signature]*

Commodity Unit wt. (kgs)	Quantities in Units												
	101AIDM5 DWM-5	102AIDVO Veg Oil	103AIDDR PBL DR	104AIDFF Farina	105AIDF5 APF- 5	106AIDF5 APF- 5 * *	113AIDFF Farina	114AIDPB Pinto Beans	115AIDM4 DWM-4	116AIDM5 DWM-5	117AIDVO Veg Oil	118AIDF5 APF- 5	129AIDM4 DWM-4
	13.62	22.08	10.896	9.534	22.7	22.7	9.534	10.896	10.896	13.62	22.08	22.7	10.896
	Cartons of 6 5 lbs cans	Cartons of 6 4 L tins	Cartons of 12 2 lbs bags	Cartons of 12 x 28 oz pack.	Cartons of 10 5 lbs bags	Cartons of 10 5 lbs bags	Cartons of 12 28 oz pack.	Cartons of 12 2 lbs bags	Cartons of 6 4 lbs cans	Cartons of 6 5 lbs cans	Cartons of 6 4 L tins	Cartons of 10 5 lbs bags	Cartons of 6 4 lbs pck
A. Physical Inventory at Beginning of Period													
B. Receipts into Inventory													
1. Arrivals according to B/L	27,340.00	20,867.00	7,346.00	33,069.00	26,455.00	3,968.00	33,069.00	6,822.00	17,453.00	20,502.00	4,175.00	30,142.00	8,267.00
2. Food delivered by shipping companies and applied to cover previous shortages													
3. Reimbursements of loans from other organizations													
4. Food borrowed from other organizations													
5. Dispatches from warehouses as per waybill													
C. TOTAL RECEIPTS DURING PERIOD	27,340.00	20,867.00	7,346.00	33,069.00	26,455.00	3,968.00	33,069.00	6,822.00	17,453.00	20,502.00	4,175.00	30,142.00	8,267.00
D. Distributions and Dispatches out of Inventory													
1. PN/NAME: GANSP	27,312.00	20,829.00	7,343.00	32,983.00	26,322.90	3,964.10	32,876.00	6,650.00	17,340.00	20,487.00	4,110.00	29,930.00	8,246.00
5. Dispatches to Warehouses													
E. TOTAL DISTRIBUTIONS DURING PERIOD	27,312.00	20,829.00	7,343.00	32,983.00	26,322.90	3,964.10	32,876.00	6,650.00	17,340.00	20,487.00	4,110.00	29,930.00	8,246.00
F. Balance According to Documentation (A + C - E)	28.00	38.00	3.00	86.00	132.10	3.90	193.00	172.00	113.00	15.00	65.00	212.00	21.00
G. Physical Inventory at End of Period*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
H. Differences between F and G (F - G)	28.00	38.00	3.00	86.00	132.10	3.90	193.00	172.00	113.00	15.00	65.00	212.00	21.00
1. Ocean Freight Losses (marine, port)	18.17	25.50	0.00	3.08	100.30	3.90	77.92	164.00	107.33	11.00	65.00	121.40	17.00
2. Internal Losses (warehouse, internal transit)	9.83	12.50	3.00	82.92	31.80	0.00	115.08	8.00	5.67	4.00	0.00	90.60	4.00
3. Repayment of Loans from other Organizations													
4. Loans made to other agencies													
5. Dispatches from Port Warehouse in transit at close of reporting period													
I. TOTAL DIFFERENCES ACCOUNTED FOR (H1...HS)	28.00	38.00	3.00	86.00	132.10	3.90	193.00	172.00	113.00	15.00	65.00	212.00	21.00
J. Total Differences Unaccounted for (I + G) - F)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
K. Losses After Dispatch													
1. Transit Losses	0.00	11.00	0.00	0.00	0.50	2.40	0.00	0.00	0.67	0.00	0.00	0.00	0.00
2. Distribution Point Losses	27.00	11.00	1.92	30.91	87.40	8.90	0.00	4.67	0.00	43.29	4.00	0.00	2.17

*Physical inventory includes food in port or customs warehouses which is in transit and not yet reported as received by a receiving warehouse at the end of a reporting period

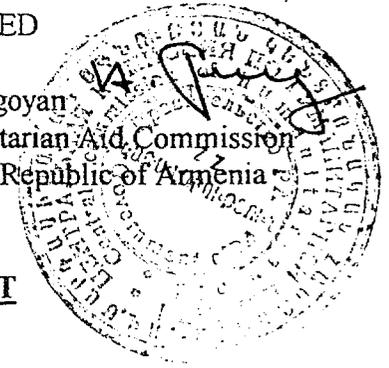
Authorized by: Country Administrator

Signature: *[Signature]*

Date: 1/12/96

APPROVED

Raphael Bagoyan
The Chairman of the Humanitarian Aid Commission
(HAC), Government of the Republic of Armenia



PROJECT IMPLEMENTATION AGREEMENT

This agreement is made on the day of February 8, 1996 between the Chairman of Humanitarian Aid Commission (HAC) of the Government of Republic of Armenia, hereinafter called "The Commission",

AND

CARE International in the CIS, Armenia, whose HQ office is located in Tbilisi, Georgia at Mukhadze Street-30, 380079, P.O.B. 217 hereinafter called "CARE Armenia" for implementation of Nutritional Supplement Project-II (NSP-II) funded by United States Agency for International Development (USAID).

A. OBJECTIVES OF PROTOCOL

Under this project, USAID Washington through CARE will make available up to a quantity of 3,335 MT food commodities (Wheat Flour, Veg. Oil, Beans, DWM and Farina) for distribution among 72,000 Pregnant/ Lactating women, Women headed household and children of six-month to five years of age for a period of 10 months, within the project period of July, 1995 to June 30, 1996 with a provision of extending the project activity period up to October 31, 1996. The project activities will be carried out within the regions of Yerevan, Gumri, Vanadzor, and Spitak. The commodities will be distributed in five cycles with two months ration in each cycle. With assistance and in collaboration with the relevant ministry, the food commodities will be distributed through the State and Haycoop Ration Shops (S/HRS) which are managed by the HAC, the Ministry of Trade, Services and Travelling and the Haycoop department of the Republic of Armenia. USAID will make necessary arrangement to bring the commodities into the country and will deliver them to the GoA provided central warehouses in Yerevan. According to developed delivery plan, CARE will arrange to deliver the commodities from central warehouses to designated State/Haycoop Ration Shops using delivery trucks at CARE's cost. CARE will monitor the distribution during the implementation of the project activities.

During the course of project implementation, depending on need and to have effective distribution, the operational area, distribution list etc. may be changed by mutual understanding of both the parties and with the consent of USAID, Washington in writing.

A handwritten signature or set of initials, possibly 'R. Bagoyan', written in dark ink.

B. RESPONSIBILITIES OF THE COMMISSION

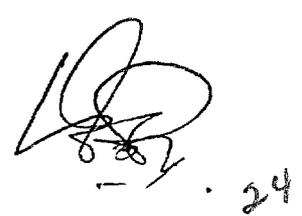
- 1) The Commission through relevant ministry will provide CARE with suitable and enough warehouse facilities in Yerevan for exclusive use of CARE free of charge to store the project commodities for the period from its receipt till the distribution is completed. Also, the Commission agrees to provide warehouse security to safeguard the commodities free of charge during the life time of the project. The Commission will try to select the warehouses connected with a rail head wherever possible. In case the warehouse connected with rail head is not available, the Commission will try to offer the suitable one for easy handling of commodities.
- 2) The Commission will provide CARE with a well-secured fuel depot free of charge for the period of January, 1996 to October 31, 1996 to store the fuel to be used for project implementation.
- 3) The Commission will undertake negotiations and obtain endorsement/clearances that are required to transport fuel into the country through the border of any of its neighboring countries if the fuel is not available in the country.
- 4) The Commission will provide CARE with the list of State/Haycoop Ration Shops (S/HRS) per region/district with the address in details, which are necessary for CARE to develop the delivery plan and conducting pre-check at the time of first delivery. The Commission will advise/instruct all the designated S/HRS to maintain commodity inventory and to submit monthly commodity status report to CARE.
- 5) The Commission will revise the list of S/HRS, if such a revision is warranted on observation of pre-check of institutions/beneficiaries by CARE.
- 6) The Commission agrees not to use the food commodities of this project in any other location or for any other purposes beyond the agreed upon plan of distribution to the intended beneficiaries. The Commission agrees not to monetize the allocated commodities, in any form, other than free distribution. To be specific, the Commission shall not collect money or any kind of fees from the beneficiaries against their ration.
- 7) The Commission will ensure that each S/HRS will assist the transport contractor in off-loading commodities at the warehouses of S/HRS.



- 8) The Commission or its designated official/institution will ensure that CARE staff, donors' representatives have easy access to the fuel depot, warehouses, S/HRS, and make the documents (inventory ledger, beneficiary list, distribution register etc. maintained by the S/HRS) related to the project available to CARE's monitoring teams/donors' representatives for monitoring per implementation plan.
- 9) The Commission agrees to stop the subsequent deliveries to any S/HRS on official request from CARE. Subsequent commodity deliveries will not be given to such S/HRS till CARE and the Commission reach to a mutual consensus.
- 10) The Commission shall assist CARE in obtaining visa for its international staff, official visitors as and when required.
- 11) The Commission will arrange exemption of import duty and other taxes (if any), on project materials and equipments to be purchased by CARE for implementation of project activities.
- 12) The Commission will designate a 'contact person' who on its behalf will make the day-to-day operational decisions and will maintain liaison between the Commission, CARE and other concerned Ministries.

C. RESPONSIBILITIES OF CARE

- 1) CARE will employ required national and international staff for carrying out the transportation, monitoring and reporting of project activities.
- 2) CARE will regularly coordinate with the concerned ministries in obtaining relevant information in developing the distribution plan and assist them in distribution as and when required by the ministries.
- 3) In case of need, CARE will purchase fuel from outside of Armenia, transport it into the country and store it in the designated depot in Yerevan at CARE costs provided clearances is arranged as per Article - B.3.
- 4) CARE will hire trucks for transportation of commodities from warehouses to the S/HRS at CARE costs.



Handwritten signature and date: 24

- 5) CARE upon receipt of the commodities will arrange storage and handling according to the generally accepted storage principles of food commodities. In course of delivery, the principle of first in first out (FIFO) will be followed.
- 6) CARE will arrange the off-loading of commodities in the central warehouses from the containers using the warehouse porters at CARE cost. Also CARE will arrange loading of trucks/vans for making delivery to the S/HRS using the same porters at CARE cost.
- 7) CARE will supply all required forms and registers to all S/HRS for the S/HRS to maintain commodity inventory, record of distribution and other records necessary for monitoring and reporting.
- 8) CARE will share its findings/observations of monitoring visits on a regular basis with the Commission and will report on any irregularity in distribution for the Commission to decide corrective action.
- 9) CARE will share progress of project implementation periodically with the Commission and seek advice for efficient implementation.

D. OTHERS

- 1) This agreement comes into force upon signature by the accredited representatives of the concerned parties for a period from July 01, 1995 to October 31, 1996.
- 2) Both the parties agreed to extend the period of this agreement in case of extension is required to complete the project implementation beyond the above mentioned period.
- 3) While it is understood that both the parties will make every effort to successfully complete the program activities, there may be *Force Majeure* circumstances which may force the parties to terminate the agreement before its full term. Such termination can be effected by either party by giving 30 (thirty) days written notice to the other party. In such case, with assistance from CARE, the S/HRS will prepare and submit an inventory of left over commodities of all the S/HRS for the donors and the Commission to decide the matter.

- 4) Should there be any dispute, the matter will be solved amicably by both the parties.
- 5) This agreement is made in both Armenian and English languages, the contents of which are same and they maintain the same value.


 Fridrick B. Badevyan
 For The Commission of Humanitarian Assistance.

Date: _____

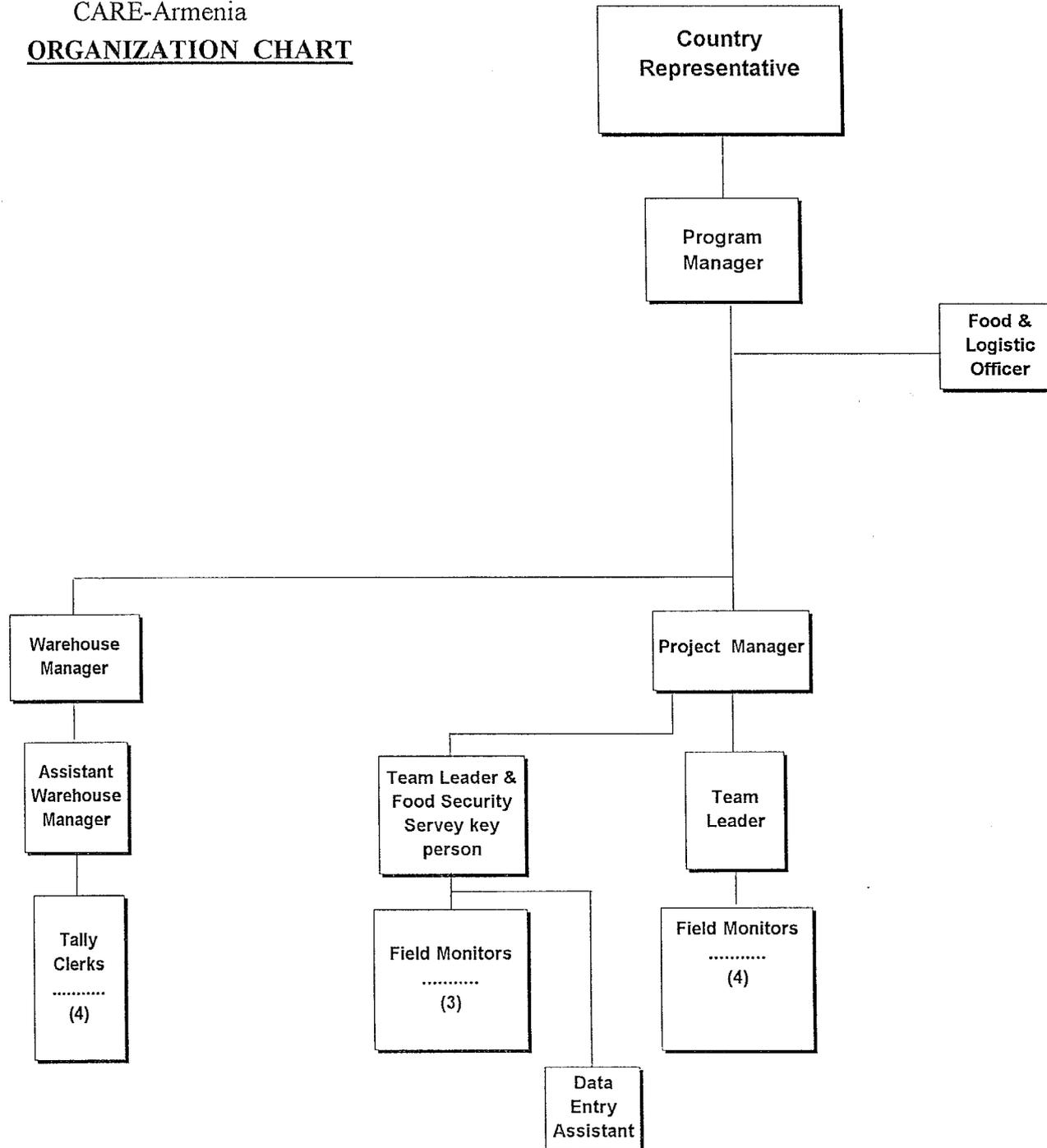

 Benoy B. Sargsyan
 For CARE International in the CIS, Armenia

Date: 8/2/96

Witnesses:

1. Mazgjan Inessa
2. Cikazanova Kasim
3. _____

CARE-Armenia
ORGANIZATION CHART



CARE-ARMENIA

**GANSP
Beneficiary Pre-Check Form**

ID #: _____

Date of Review: / /

Reviewed by: _____

Date:	
Monitor:	
City/Region:	
Beneficiary's Name:	
Code of the Beneficiary in the PAROS list:	Region HMO SN
Number by Random Selection:	
Address:	
Phone #:	
PAROS Passport #:	
DP in which the ben. is registered:	
Under which category is he/she registered:	
Which category is in reality:	

Result of the visit:

- Interviewed No-one at home Died
 Moved Never Existed No such address exists
 Not our category

Comments:

GANSP

Distribution Point Pre-Check

ID #: _____

Reviewed: _____

Date of Review: _____

Date:	
Monitor:	
City/Region:	
Distribution Point:	
Address:	
Phone #:	
Person in Charge (PIC): (Name, Position)	

Storage Facilities

Usable space for commodities (sq. m.)		Cleanliness of the space	<input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Will this space be used for other purposes during the implementation of CARE project?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is the roof leaking?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the door have a lock?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is floor wet?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do the windows have iron bars?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are there any signs of Rats/Insects presence?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there night guards?	<input type="checkbox"/> Yes <input type="checkbox"/> No	How many people have keys to the room where CARE commodities will be stored?	
Are any "dangerous" items (chemicals, etc) kept in the same room?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Logistics

Has the DP staff ever distributed CARE commodities?	
Has the DP staff ever distributed any other commodities?	
Are any large-scale (non-CARE) commodity deliveries planned during the implementation of CARE program? If so, specify dates and amount (MT)	
Is the DP easily accessible for most beneficiaries of the region?	

Does DP head agree to follow CARE's requirements on accountability, control, and stacking principles?

Monitors observation: Is this DP ready for our project? (Y/N) _____

Use backside for comments.

GANSP Distribution Monitoring Form

CARE - ARMENIA

CITY/REGION: _____
 DIST. POINT: _____
 ADDRESS: _____
 PHONE #: _____
 PIC: _____

DATE: _____
 MONITOR: _____

Cycle # _____

Inventory

	A	B	C	D	E= B-(C+D)	F	G= A+C+(D-F)-E	H	I	J=G-(H+I)	K	L=I-K
Commodity	Open. ballance	CARE dispatched	Received fit	Received unfit / damaged	Difference	Reconst. loss	Actual available	Distributed	Internal loss	Book balance	Phisical balance	Difference
Flour (unit)												
V. Oil (unit)												
DWM (unit)												
Beans (unit)												
Farina (unit)												

	M	N	O=(H/N)	P=(H/N)	Q=(H/N)	R=(H/N)	S=(H/N)	Waybills	ISM#	ISM#
	Cycle#		Ration size							
Period: From... To...			Flour	Oil	DWM	Beans	Farina		ISM#	ISM#
Total # of ben. plan./serv.									ISM#	ISM#

Commodity storage

Monitoring

Are CARE's commodities kept separately from others? (Y/N)	Are the beneficiaries presenting required documents? (Y/N)
Are the commodities stored in a countable manner? (Y/N)	Are the designated benef. receiving the commodities? (Y/N)
Is enough space available for further shipment, if any? (Y/N)	Is the distribution being recorded in the beneficiaries'
Security (Good/Fair/Poor)	"PAROS" passport? (Y/N)
Cleanliness of space (Good/Fair/Poor)	Is the ration size on a visible place? (Y/N)
Do they use pallets in the WH? (Y/N)	Are the logo stickers on a visible place? (Y/N)
Condition of roof (Good/Fair/Poor)	Is there any non compliance identified ? (Y/N)
Condition of floor (Good/Fair/Poor)	Are the beneficiaries receiving instructions? (Y/N)

Reviewed by: _____

Date: _____

Please use the reverse side for comments

CARE Armenia
 ԲԵՐՐ - ՄԵՅԱՍՏԱՆ
 ՄՆԵՂԱՐԱՐ ՀԱՅՈՒ ԼՎԱԾԻ ԾՐԱԳԻՐ
 MONTHLY COMMODITY STATUS REPORT (RCSR)
 ԱՄՍԵԿԱՆ ՄՆԵՂԱՐԱՐԵՐԻ ԲԱՇԽՄԱՆ ԶԵԿՈՒՅՑ /ԱՄՔԶ/

State Distribution Shop:
 ԿԱՆՈՒԹ

PERIOD (from/to): _____
 Ժամանակաշրջան

Address: _____
 Հասցե

Report No. _____
 Ձեկույցի N

SN	COMMODITIES Մննդամբերը	TYPE OF COMMODITY						TOTAL Ընդհանուր
		DWM 4 Կաթի փոշի /հապ/	DWM5	Flour (units) Ալյուր /հապ/	Oil (units) Չեթ /հապ/	Beans (units) Լոբի /հապ/	Farina (units) Ֆարինա /հապ/	
1	OPENING BALANCES Սկզբնական Բալանս							
2	NET RECEIPTS Ընդհանուր ստացված Բանակ							
3	TOTAL AVAILABLE Ընդհանուր Բաշխման Ենթակա							
4	TOTAL DISTRIBUTED Ընդհանուր Բաշխված							
5	INTERNAL LOSSES Ներքին Կորուստներ							
6	BOOK BALANCES Հաշվարկային Բալանս							
7	PHYSICAL BALANCES Իրական /փաստացի/ Բալանս							
8	DIFFERENCE Տարբերություն							
Name of SRS In-Charge: Խանութի պատասխանատու անձ		Signature: Ստորագրություն			Date Report Prepared: Ամսաթիվ			
Name of Social Service In-Charge: Սոց. Ծառայության պատասխանատու անձ		Signature: Ստորագրություն			Date Report Prepared: Ամսաթիվ			

Բացատրություն:

1. Նախկին ԱՄՔԶ-ից ստացված "ԻԲԱԿԱՆ ԲԱԼԱՆՍ"-ում նշված քանակություն
2. Ցուրաքանչյուր բեռնագրում նշված քանակություն
3. Սկզբնական բալանսի եւ ընդհանուր ստացված քանակի գումար (1+2)
4. Տվյալ ժամանակաշրջանում բաշխված սննդամթերքի քանակ
5. Ցուրաքանչյուր ներքին կորուստ պետք է գրանցվի: Խնդրվում է այս ղեկույցին կից ուղարկել հաստատող փաստաթղթեր
6. Բալանս համաձայն "Մթերահաշվառման Ցուցակին"
7. Ձեկույցման ժամանակաշրջանի վերջում անսկայաբաժնի իրական հաշվառում: Այս թղթի կներկայացվի որպես հաջորդ ամսվա բաշխման ղեկույցի սկզբնական բալանս
8. Հնարավորին չափ խուսափել "Տարբերություն"-ից: Եթե իրական /փաստացի/ բաշխված հաշվարկային բալանսից քիչ է, ապա այս տարբերությունը պետք է գրանցվի որպես "Ներքին Կորուստ":

20

GANSP End-Use Monitoring Form CARE - ARMENIA

I. Beneficiary Identification

	Cycle #	
Beneficiary Name:	_____	
DP where ben. is registered:	_____	
ID of beneficiary in SRS lists:	_____	
PAROS Passport #:	_____	
City/Region:	_____	
Address:	_____	
Phone #:	_____	
001	Category of Beneficiary	_____
002	Do you have anyone to support you?	_____

II. Commodity Receipt

101	Have you received CARE humanitarian aid?	Yes/No	If no, why
102	Flour (pck)?		
103	Oil (cans)?		
104	Beans (pck)?		
105	DWM (pck)?		
106	Farina (pck)?		
107	Did you have any problems receiving commodities?	Yes/No	
	If yes, explain		
108	Were the commodities in good condition?	Yes/No	
	If no, explain		
109	Are you planning to sell any part or all ration to buy other necessities?	Yes/No	

III. Usage/Consumption

201	Have you begun using the commodities? (Yes/No) If yes, which of them?	Flour__ Oil__ Beans__ DWM__ Farina__ (put 'x', if Yes)
202	Did you Like commodities? If yes, which of them?	Flour__ Oil__ Beans__ DWM__ Farina__ (put 'x', if Yes)
203	For how many days the food you have received is enough?	Flour__ Oil__ Beans__ DWM__ Farina__
204	Whether the commodities were useful for you?	Flour__ Oil__ Beans__ DWM__ Farina__ (put 'x', if Yes)

IV. Other

401	Did you get commodity instructions from SRS?	Yes/No
402	Do you have any suggestion to improve the distribution system? If so, what are they?	

Monitor _____ Date of visit: _____
NAME & SIGNATURE

Reviewed by _____ Date: _____

Please use the reverse side for comments/explanations

CARE-CIS Food Security Questionnaire

ID #: _____
 Inspected: _____
 Reviewed: _____

Program: _____ PN# _____ 1) Pre-survey 2) Post Survey 3) Comparison Group
 City/District/Region: _____ ID # _____
 Monitor: _____ ID# _____
 Distribution Point: _____ ID # _____ Date: / /
 Beneficiary Name: _____
 Beneficiary Address: _____
 Is beneficiary 1) rural 2) urban

Beneficiary Category:

- | | | | |
|--|---|---|---|
| 1 <input type="checkbox"/> pregnant | 2 <input type="checkbox"/> lactating | 3 <input type="checkbox"/> child 6-12 m | 4 <input type="checkbox"/> child 1-2 y |
| 5 <input type="checkbox"/> child 2-3 y | 6 <input type="checkbox"/> child 3-4 y | 7 <input type="checkbox"/> child 4-5 y | 8 <input type="checkbox"/> isolated pens. |
| 9 <input type="checkbox"/> pens. family | 10 <input type="checkbox"/> pens. w/child. | 11 <input type="checkbox"/> 50% orphan | 12 <input type="checkbox"/> orphan |
| 13 <input type="checkbox"/> disabl. child. | 14 <input type="checkbox"/> disbl. grade I | 15 <input type="checkbox"/> disbl. grade II | 17 <input type="checkbox"/> IDP |
| 18 <input type="checkbox"/> refugee | 19 <input type="checkbox"/> earthquake affected | 20 <input type="checkbox"/> FHH | 21 <input type="checkbox"/> large family |
| 22 <input type="checkbox"/> Other: | | | |

Type of Residence:

- | | | | |
|--|---|--|--|
| 1. <input type="checkbox"/> separate house | 2. <input type="checkbox"/> apt | 3. <input type="checkbox"/> host house/apt | 4. <input type="checkbox"/> rail car/container |
| 5. <input type="checkbox"/> tent | 6. <input type="checkbox"/> public building | 7. <input type="checkbox"/> incomplete/destroyed house | 8. <input type="checkbox"/> other |

HOUSEHOLD DEMOGRAPHICS

1. Household Head: 1 male 2 female 2. # of families in household _____
 3. Household Members

	# children in HH
0-5 months	
6-12 months	
1-5 years	
6-14 years	
15-16 years	
Total	

	# women in HH	# men in HH
17-45		
46-60		
61+		
Total		

pregnant
lactating
pensioners
disabled

4. How many sq. m. does your HH share? _____ sq.m.
 5. Are you earthquake affected? __ (Y/N) {6. Are you disabled? __ (Y/N)}
 7a. Are you IDP? __ (Y/N) 7b. Are you refugee? __ (Y/N)
 7c. If yes, # of mos. away from home _____
 7d. If refugee/displaced, how many times have you had to move since displacement? _____
 8a. Are you returnee/IDP? __ (Y/N) 8b. Are you returnee/refugee? __ (Y/N)
 8c. If returnee, # of mos. since return _____

FOOD SECURITY QUESTIONS

1. How much land do you own now? _____ ha or _____ sq. m.
 1a. How much of this land do you cultivate? _____ ha or _____ sq.m.
 1b. Do you use the land you own for other purposes? a. No b. Grazing c. Other (horticulture)
 2a. Do you currently use land other than your own? _____ (Y/N) If yes, how much? _____ ha or _____ sq.m.
 2b. How do you use this land? a. Cultivate/farm b. Grazing c. Other (horticulture)
 3. What animals do you own now?

TYPE	Cows	Bulls/Calves	Sheep/Goats	Poultry	Pigs	Rabbits	Others
QTY							

4. How many people in your household brought in an income of any kind during the last two months?
 a. pension/allowance _____ b. gov. salary _____ c. trade/market sales _____
 d. payment in kind _____ e. non-gov. salary _____ f. remittances _____ g. other _____

5. How much food do you have stored now?

ITEM	Wheat	Corn / maize	Other grain	Rice	Potato	Vegetable
CIRCLE ANSWER	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK
QTY (kg)						
SOURCE Or DK						

ITEM	Preser. Fruit/ veg.	Fruits	Fats	Preser. meat/ fish	Beans/ Legumes	Sugar	Other
CIRCLE ANSWER	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK
QTY (kg)							
SOURCE Or DK							

Sources: 1. relatives 2. market 3. neighbours/friends (not relatives) 4. produced
 5. hum. aid 6. govt. store 7. don't know 10. other

5a. For how many days is the stored food enough for? _____ days DK

6. How many times did you (beneficiary) eat yesterday? _____ times DK

7. Yesterday did you (beneficiary) eat:

TYPE	Milk/Cheese/ Yogurt	Meat/Fish/ Chicken	Eggs	Oil	Butter/ But. Oil	Animal Fat	Breast milk
CIRCLE ANSWER	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK
SOURCE							

TYPE	Vegetable	Potato	Wheat Bread	Other Wheat	Corn Bread	Other Corn	Beans/ Legume	Fruit	Sugar
CIRCLE ANSWER	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK	Y/N DK
SOURCE									

Sources: 1. relatives 2. market 3. neighbours/friends (not relatives) 4. produced
 5. hum. aid 6. govt. store 7. don't know 10. other

8. What help have you had to ask for to manage your needs in the past two months? (borrowing)

- Money Medic. Food Warm. Clths Shoes Fuel Agr. input HH Items
 Other (specify): _____

Nothing, because: Don't need anything No-one to borrow from Felt ashamed to ask

9. Have you had to sell any belongings to manage your needs in the past two months?

- Live Stock Jewellery HH Items Furniture Clothes Apartment Land Car
 Other (specify): _____ No, Because: No assets left to sell No, did not need to sell

10. What non-food items have you bought during the last two months?

- HH items Warm Clothes Medicines Shoes Soap/Det. Fuel Agr. inputs
 Other (specify): _____

11. Did you have to sell or exchange any humanitarian aid during last two months?

1. Yes 2. No 3. Did not receive aid

If Yes what did you need to sell or exchange it for? Money

Other food: 1. _____ 2. _____ 3. _____

Medicines Warm Clothes Fuel(heating/cooking) Agr. inputs Rent Apt/House

Other (specify): _____

12. Tell us in order of priority what are your most important:

Food Needs:

1. _____
2. _____
3. _____

Non-food Needs:

1. _____
2. _____
3. _____

III. INTERVIEWER REMARKS ON BACK OF PAPER, PLEASE



Donation of the People of the United States of America to the People of the Republic of Armenia

Distributed by CARE in coordination with the Ministry of Ministry of Social Security, Unemployment and Refugees of Republic of Armenia

Attachment E

TO MEASURE FLOUR

1. Stir flour lightly with a fork.
2. Spoon flour lightly into a cup until high. Do not use the cup as a scoop, or shake or tap full cup.
3. Level off top of full cup with straight edge of knife.

DROP BISCUITS

2 cups flour
1 tablespoons baking powder
1 teaspoon salt
1/3 cup fat (shortening)
3/4 cup fluid milk
Mix flour, baking powder, and salt. Mix in fat with a fork or two knives until crumbly. Add milk. Mix enough to wet dry ingredients. Drop dough from a tablespoon on greased baking pan. Bake at 450 F (very hot oven) 10 to 12 minutes until lightly browned. Makes 12 biscuits.

YELLOW CAKE

2 cups flour.
1 tablespoon baking powder
1 teaspoon salt
1/2 cup margarine, softened
1-1/4 cups sugar
2 eggs
3/4 cup fluid milk
1 teaspoon vanilla
Mix the flour, baking powder, and salt. Set aside. Add sugar slowly to fat in a large bowl, beating well (300 times). Beat in one egg until smooth. Add other egg and beat well (300 times). Add half the flour mixture, half the milk, and the vanilla. Mix (50 times). Add rest of flour mixture and milk. Mix until smooth (200 times). Fill a greased, floured baking pan or 2 layer pans no more than half full. Bake at 375 F (moderate oven) 25 to 35 minutes until cake springs back when lightly touched near center.

CHOCOLATE CAKE

1-1/2 cups flour
1/2 cup cocoa
2 teaspoons baking powder

1/4 teaspoon baking soda
1 teaspoon salt
1/2 cup softened fat
1-1/4 cups sugar
2 eggs
1 teaspoon vanilla
3/4 cup fluid milk
Mix flour, cocoa, baking powder, baking soda, and salt. Set aside. Beat fat and sugar in a large bowl until smooth. Add eggs and vanilla. Beat well. Add half the flour mixture and half the milk. Mix well. Mix in rest of flour mixture and milk until smooth. Fill a greased floured baking pan or 2 layer pans no more than half full. Bake at 375 F (moderate oven) 25 to 35 minutes until cake springs back when lightly touched near center.

CREAM OF WHEAT

CREAM OF WHEAT makes a delicious food for infants, made with plain milk or with formula. And it's easy to swallow, easy to digest and an excellent source of iron. Follow cooking instructions on back panel using 1/3 cup water and 1 tablespoon CREAM OF WHEAT, omitting salt. Stir in 1 to 2 tablespoons infant formula, to desired consistency.

RANGE TOP COOKING DIRECTIONS

	1 Serving	2 Servings	4
Servings			
Mix water or Milk	1 cup	2 cups	3, 3/4 cups
with salt (optional)	1/8 tsp.	1/4 tsp.	1/2 tsp.
ADD CREAM OF WHEAT	3 Tbsp.	1/2 cup	3/4 cup

NATURE'S FIRST DRY WHOLE MILK

NATURE'S FIRST whole milk powder is made from pure, pasteurized and homogenized cow milk. Since only water is extracted, NATURE'S FIRST contains all the nutrients of fresh milk and is rich in proteins, calcium, lactose, and vitamins. It's consumption may help health in general, raise the level of energy, and contribute to growth, the development of muscles, and the well-being of bones and teeth.

MIXING INSTRUCTIONS TO MAKE ONE QUART (32 OZ.)

Add approximately 1 cup (4.4 oz.) of NATURE'S FIRST to 4 cups (32 oz.) of water. Mix well.

TO MAKE ONE GLASS

Add 4 tablespoons (1.1 oz.) of NATURE'S FIRST to one cup (8 oz.) of water. Mix well.

DRY BEANS RED KIDNEY

COOKING PROCESS

2 cups of dry beans; 5 cups water; 2 teaspoons salt, Wash and dry beans. Put beans and water in large pan and bring to boiling. Boil 2 minutes. Remove from heat. Cover and keep on 1 hour. Add salt. Cover and boil gently 1 - 1/2 to 2 hours, or until tender. Add more during cooking if needed. **Makes about 5 cups cooked beans**

Store in a cool, dry place. After opening, keep Dry Beans in a tightly covered container.

BEAN SALAD

2 cups cooked dry beans; 2 cups cooked or canned green beans; 1 medium size onion; 1/2 cup french dressing. Drain beans. Slice onion and separate into rings. Mix all ingredients. Cover and cool it down for about 1 hour before serving. **Makes 6 servings, 2/3 cups each.**

CHILI CON CARNE

1 large onion; 1 green pepper; 1 pound ground meat; 3/4 cup tomato sauce; 2 cups cooked or canned tomatoes; 2 tablespoons chili powder; 1-1/2 teaspoons salt; 4 cups cooked beans. Chop onion and green pepper. Crumble ground meat into heater fry pan. Add onion and green pepper and cook until tender. Drain off fat. Stir in rest of ingredients. Boil gently about 45 minutes until thickened. **Makes 6 servings, 1 cup each.**

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Ամերիկայի ժողովրդի հանգանակությունը
Հայաստանի ժողովրդին

Բաշխված ՔԵԸԲ-ի կողմից Հայաստանի Հանրապետության Սոցիալական
Ապահովության, Ջրադիմության, Բնակչության Տեղահանման և
Փախստականների Հարցերով Առնչվող Նախարարության հետ
համագործակցությամբ

ԻՆՉՊԵՏ ՉԱՓԵԼ ԱԼՅՈՒՐԸ	ԵՆԿՈՒՍԿԵ ՏՈՐԹ	ձեռավորմանը: Ծրցումները ըստ ընդհանուր բաժին պատրաստելու համար (32 ունցիա՝ 1 ունցիան = 28,3 գրամի): Ավելացնել մոտավորապես 1 բաժակ կաթի փոշի 4 բաժակ ջրին: Մեկ բաժակ պատրաստելու համար Ավելացնել 4 ճաշի գդալ կաթի փոշում մեկ բաժակ ջուր: Լավ խառնել:
<p>1. Թեթեակի խառնել այսուրը պատառաբարդով:</p> <p>2. Այսուրը լցնել բաժակի մեջ գդալով: Բաժակով լցնել կամ չջափահարել լի լցված բաժակը:</p> <p>3. Լի լցված բաժակի մակերեսը հավասարեցնել դառնակի եզրով:</p> <p>ՓՈՐՐԻԿ ԹԻՎԱՍՏՐԱՍԻԹԵՐ</p>	<p>1-1/2 բաժակ այսուր</p> <p>1/2 բաժակ կակաո</p> <p>1/4 թեյի գդալ սոդա</p> <p>1 թեյի գդալ աղ</p> <p>1/2 հալած յուղ</p> <p>Խառնել այսուրը, կակաոն, սոդան և աղը: Խիլել յուղն ու շաքարավազը մեծ կաթսայի մեջ մինչև միատարր զանգված ստանալը: Ավելացնել ձու և վանիլ: Լավ խիլել: Ավելացնել այսուրի և կաթի զանգվածի մի մասը: Խառնել: Ավելացնել մնացած այսուրի և կաթի զանգվածը: Խառնել: Լցնել յուղած և այսուր շաղ տված թավայի մեջ: Թխել միջին տաքության վառարանում (375 F) 25-35 րոպե: Տորթը պատրաստ է, եթե տորթի կենտրոնը թեթեակի սեղմելիս վերականգնվում է նախկին դիրքը:</p>	<p>ԿԱՐՍՒՐ ԼՈՐՔ</p> <p>Պայտրաստման ձևեր: 2 բաժակ յոթի, 5 բաժակ ջուր, 2 թեյի գդալ աղ: Լորին լվանալ և քամել: Լորին լցնել մեծ կաթսայի մեջ և ավելացնել ջուր: Եռացնել 2 րոպե: Այնուհետև վերցնել կրակի վրայից, ծածկել թողնել 1 ժամ: Ավելացնել աղ, ծածկել և եփել նորից 1-1/2 մինչև 2 ժամ կամ մինչև յոթու փափկելը: Անհրաժեշտության դեպքում, եփելու ժամանակ ավելացնել ջուր: Ընդհանուր կազմում է մոտավորապես 5 բաժակ եփած յոթի:</p>
<p>2 բաժակ այսուր</p> <p>1 թեյի գդալ սոդա</p> <p>1 թեյի գդալ աղ</p> <p>1/3 բաժակ յուղ</p> <p>3/4 բաժակ կաթ:</p> <p>Խառնել այսուրը, սոդան և աղը: Ավելացնել յուղը և խառնել կամ՝ պատառաբարդով կամ՝ նրկու դառնակներով մինչև փխրում զանգված ստանալը: Ավելացնել կաթ: Թեյի գդալով խմորը լցնել յուղած թավայի մեջ: Թխել (450 F) շատ տաք վառարանում 10-12 րոպե մինչև թեթեակի դարչնագույն դառնալը: Ստացվում է 12 թխվածքային:</p> <p>ԴԵՂԻՆ ՏՈՐԹ</p>	<p>ՏԱՐԻՆԱ</p> <p>Ֆարինան համեղ կերակուր է մանուկների համար, որը կարելի է պատրաստել կաթով: Կյուրամարս է և հարուստ երկաթով: Պատրաստման եղանակն է՝ 1/3 բաժակ ջրին ավելացնել 1 ճաշի գդալ Ֆարինա, աղ չավելացնել: Ավելացնել 1 կամ 2 ճաշի գդալ մանկական սննդամթերք ըստ ճաշակի:</p> <p>ՊՍԵՐՍՍՍՍՆ ԶԵՒԵՐԸ</p>	<p>Ծօգտագործված պարկերը պահել սառը, չոր տեղում: Բացելուց հետո, չօգտագործված յոթին պահել սեղմ փակված տարաններում:</p> <p>ԼՈՐՈՎ ՄԱԼՈՒ</p>
<p>2 բաժակ այսուր</p> <p>1 թեյի գդալ սոդա</p> <p>1 թեյի գդալ աղ</p> <p>1/2 բաժակ հալած մարգարին 1 թեյի գդալ վանիլ:</p> <p>Խառնել այսուրը, սոդան և աղը: Մեծ կաթսայի մեջ յուղին դառնալուց ավելացնել շաքարավազ և լավ խիլել: Ավելացնել մեկ ձու, խիլել մինչև միատարր զանգված ստանալը: Ավելացնել երկրորդը և նորից լավ խառնել: Ավելացնել այսուրի զանգվածի, կաթի և վանիլի մի մասը: Խառնել: Ավելացնել մնացած այսուրը և կաթը: Խառնել մինչև միատարր զանգված ստանալը: Լցնել յուղած և այսուր շաղ տված թավայի մեջ: Թխել միջին տաքության վառարանում (375 F) 25-35 րոպե: Տորթը պատրաստ է, եթե տորթի կենտրոնը թեթեակի սեղմելիս վերականգնվում է նախկին դիրքը:</p>	<p>1 բաժակ 2 բաժակ 4 բաժակ</p> <p>1 բաժակ 2 բաժակ 3, 3/4 բաժակ</p> <p>1/8 թ. գ. 1/4 թ. գ. 1/2 թ. գ.</p> <p>Ֆարինա 3 ճ.գ. 1/2 բաժակ 3/4 բաժակ</p> <p>ԲԱՐՁՐ ՈՐԱՆԻ ԿԱԹԻ ՓՈՐԸ</p> <p>Կաթին փոշին պատրաստված է կովի մարդու, եռացրած, համատեղ կաթից, որից ջուրն առանձնացված է: Այն պարունակում է թարմ կաթի բոլոր բաղադրատարրերը: Հարուստ է սպիտակուցներով, կալցիումով, լակտոզով և վիտամիններով: Այն օգտակար է առողջու-թյանը ընդհանրապես և նախատում է մանկան աշխուժությանը, աճին, մկանների զարգացմանը, ոսկրերի և առամների</p>	<p>2 բաժակ եփած կարմիր յոթի, 2 բաժակ եփած կամ պահածոյացված կառայ յոթի, 1 միջին չափի սոխ, 1/2 բաժակ կանաչի: Լորին քամել, սոխը բարակ կտրատել: Բոլոր բաղադրատարրերը խառնել: Մատուցելուց առաջ ծածկել և սառեցնել մոտ մեկ ժամ:</p> <p>Նախատեսված է 6 անձի համար յուրաքանչյուրին՝ 2/3 բաժակ:</p> <p>ՉՐԼԻ ԿՈՆ ԿԱՐՆԵ</p> <p>1 մեծ չափի սոխ, 1 կանաչ պղպեղ, 454 գ աղացած միս, 3/4 պոմիդորի սոսա, 2 բաժակ պահածոյացված պոմիդոր, 2 ճգ կարմիր պղպեղ, 1-1/2 թգ աղ, 4 բաժակ եփած յոթի: Սոխը և կանաչ պղպեղը կտրատել, աղացած միսը լցնել տաք թավայի մեջ, ավելացնել սոխ, կանաչ պղպեղ և եփել: Խառնել և ավելացնել մյուս բաղադրատարրերը և եփել 45 րոպե:</p>