



REGIONAL AFGHAN MUNICIPALITIES PROGRAM FOR URBAN POPULATIONS – REGIONAL COMMAND EAST

MONTHLY REPORT: OCTOBER 2013



Ghazni municipality celebrates International Day of the Girl Child

15 November 2013

REGIONAL AFGHAN MUNICIPALITIES **PROGRAM FOR URBAN POPULATIONS** **– REGIONAL COMMAND EAST**

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ABBREVIATIONS & TERMS

AO	Assistance Objective
ACSO	Afghan Central Statistics Office
ACSS	Afghanistan Civil Service Support Program (USAID)
AIDAR	USAID Acquisition Regulations
ANDS	Afghanistan National Development Strategy
ASI	Afghanistan Stability Initiative (USAID/DAI)
ASMED	Afghanistan Small and Medium-Sized Enterprise Development (USAID/DAI)
AVIPA	Afghanistan Vouchers for Increased Production in Agriculture (USAID)
ASGP	Afghan Sub-national Governance Program (UNDP)
CDC	Community Development Council (established under NSP)
CDP	Community Development Plan
CERP	Commander's Emergency Response Program
CLIN	Contract Line Item Number
CO	Contracts Officer
COP	Chief of Party
COTR	Contracting Officer's Technical Representative
DoS	Department of State
DAI	Development Alternatives Incorporated
DCOP	Deputy Chief of Party
DMA	Department of Municipal Affairs (Office within IDLG)
DDA	District Development Assembly
DoWA	Department of Woman's Affairs
EA	Embedded advisor
FAF	Foreign Assistance Framework
FIRUP	Food Insecurity Response for Urban Populations (USAID)
FOB	Forward Operating Base
FPO	Field Program Officer (USAID officer based at the PRT)
GDA	Global Development Alliance
GIRoA	Government of the Islamic Republic of Afghanistan
GIS	Geographic information system
HO	Home office
IARCSC	Independent Administrative Reform and Civil Service Commission
ICMA	International City/County Management Association (RAMP UP East Subcontractor)
IDLG	Independent Directorate of Local Governance
INF	Infrastructure (project)
IP	Implementing partner
IR	Intermediate Result
ISAF	International Security Assistance Force
LGCD	Local Governance and Community Development Project (USAID/DAI)
LOP	Life of project
M&E	Monitoring and evaluation
MIS	Management information system
MOU	Memorandum of understanding
MRRD	Ministry of Rural Rehabilitation and Development
MIP	Municipal Improvement Plan
MUDA	Ministry of Urban Development Affairs
NGO	Non-Governmental Organization
NINF	Non-infrastructure (project)
NSP	National Solidarity Program
OAA	Office of Administrative Affairs

O&M	Operations and maintenance
OSM	On Site Monitor (Field-based USAID representative)
PAR	Public administration reform
PDC	Provincial Development Committee
PMP	Performance management plan
POP	Period of performance
PRT	Provincial Reconstruction Team
RAMP UP	Regional Afghan Municipalities Program for Urban Populations (USAID Program)
RC (E, W, N, S)	ISAF Regional Command East, West, North, South
SMAP	Strategic Municipal Action Plan
SME	Small and medium enterprise
SMGA	Senior Municipal Governance Advisor (RAMP UP East Key Personnel)
SOP	Standard Operating Procedures
SOW	scope of work
SWM	Solid waste management
SO	Strategic Objective
TAMIS	Technical Assistance Management Information System
TAR	Technical assessment report
UN	United Nations
UNDP	United Nations Development Program
USAID	United States Agency for International Development
USG	United States Government
VET/CBSD	Vocational Education and Training and Community Based Skill Development Program (USAID program)

Terms

<i>Gozar</i>	Neighborhood
<i>Nahya</i>	Municipal District
<i>Wakil or kalantar</i>	Nahya or Gozar representative
<i>Mustoufiat</i>	Sub-national representative office for Ministry of Finance
<i>Tashkeel</i>	administrative structure of a GIRoA entity
<i>Safayi fee</i>	City cleaning service charge and property fee
<i>Sharwali</i>	Municipality
<i>Moqarara</i>	Regulation

MONTHLY REPORT: OCTOBER 2013

EXECUTIVE SUMMARY

CAPACITY BUILDING

STANDARD OPERATING PROCEDURES (SOP) DEVELOPMENT

RAMP UP East's Public Finance section has developed procedures and templates for medium-term financial planning, which it intends to apply in the annual budgeting cycle for 1393. Combined with medium-term investment programming, medium-term financial planning provides the foundation for a full-fledged implementation of performance/program-based budgeting.

Meanwhile, GDMA's review and endorsement of the manuals for the following SOPs which had been submitted remain pending:

- Municipal Accounting and Budget Execution consisting of the following modules:
 - Monthly Budget Monitoring with Variance Analysis
 - Asset Listing/Inventory and Valuation
 - Preparation of Annual Financial Statements
- Solid Waste Management
- Municipal Procurement

CAPACITY BUILDING METHODOLOGY

Training Content, Structure and Library

The design of the training in Annual Budgeting for Selected District Municipalities was prepared and submitted to GDMA for review and approval. The training will be conducted in response to GDMA's request for RAMP UP East to assist five more district municipalities in Nangarhar in preparing their 1393 annual budget proposals. The five districts (Achin, Chaparhar, Ganikhail, Khogiyani, and Torkham) are in addition to the four (Rodat, Surkh Rod, Bati Kot, and Kama) that are already participating in the ongoing Expansion of the Mentoring Program for District Municipalities with the same focus on annual budgeting.

The training has the end objective of enabling each participating district municipality to prepare a draft annual budget proposal, which can then be refined under GDMA's supervision and guidance. Its general scope is as follows:

- Familiarization with government budget forms and how to properly fill them out
- Identification and classification of municipal revenue sources
- Preparation of revenue forecasts and annual revenue budgets, including the accomplishment of relevant budget forms
- Definitions of and distinctions between ordinary/operating and development/capital expenditure budgets
- Preparation of operating and development expenditure budgets, including the accomplishment of the relevant budget forms
- Consolidation of and preparation of justification for the annual budget proposal, including the accomplishment of relevant budget forms
- Overview of the budget approval process

During the last week of the month, the training design was discussed with and accepted by GDMA with the following changes:

- Inclusion of a session on problems and challenges in annual budget preparation to be presented by GDMA
- Inclusion of a session on procedures and templates for bank reconciliation
- Accommodation of three more participants, one from GDMA and two from Jalalabad, bringing the total number of participants from the original 12 to 15

The training design and budget were revised and finalized accordingly. As planned, the training will be conducted in Jalalabad on November 11-13, 2013.

Mentoring of District Municipalities

The program began according to schedule on October 1. Most of the host provincial municipalities started the implementation by briefing district municipal officials on the entire program, emphasizing the requirements for 100% attendance and submission of all identified outputs. The mentoring then advanced to the next stage, focusing on revenue enhancement and forecasting.

In most provincial municipalities, concerned provincial municipal officials were also attending the mentoring sessions both as mentors and participants. The mentoring program is now more of a refresher course in annual budgeting for them.

No mentoring session was held during the week of the Eid holidays. Some municipalities however started with the actual preparation of revenue forecasts and draft annual revenue budgets.

Sometime during the third week of the month, a request was received from the Head of GDMA's Fiscal and Assets Management to include five more district municipalities in Nangarhar in the mentoring program. These municipalities are Achin, Chaparhar, Khogiyani, Ganikhail, and Torkham. Given the constraints on the capacity of RAMP UP East's embedded advisory team in Jalalabad, however, this request could not be accommodated. Instead, RAMP UP East proposed to conduct an intensive training in budget preparation for these municipalities, which GDMA accepted. GDMA likewise committed to taking responsibility for the review and refinement of the annual budget proposals submitted by these municipalities.

GDMA convened a national district municipal mayors' conference on October 21-22. The mentoring program was therefore suspended for some of the district municipalities, especially those whose mayors attend the mentoring sessions.

The heightened security risk in some areas of the country is turning out to be a major constraint to the availability of district municipal officials. Officials of Qarabagh in Ghazni and Saya Gerd Ghorband in Parwan have not been able to attend the mentoring sessions because roads leading to the provincial municipalities are declared unsafe for their travel. The exclusion of these municipalities from the program is now being contemplated so that the progress of the other participants is not hampered by their continuing absence.

The last week of October was devoted mainly to citizens' forums leading to the identification and selection of projects to be funded by the municipalities' development budgets for the coming fiscal year. Mentoring sessions were therefore not conducted during this period, except in municipalities where the program started late and are catching up with the activity schedule.

ENGINEERING CAPACITY BUILDING

During the month, RAMP UP East technical assistance continued to be provided to the following projects funded by municipal budgets:

- First floor of Asadabad trade center Block C and foundation works of Block D
- Bridge construction project in Bamyan
- Construction of protection wall in Bamyan
- Gardez's park project
- Construction of a five-story hotel in Ghazni
- Road repair in Jalalabad
- Jirga Hall and Mujahid Market renovation in Khost
- Underground market construction in Mehtarlam

Technical assistance was also provided in the implementation of the municipalities' portion of the scope of work for projects funded by RAMP UP East's Municipal Incentive Fund (MIF). These projects include the following:

- Solar Light Construction Project in Asadabad
- Solar Street Light Construction Project in Maidan Shahr
- Public Park Rehabilitation Project and Culverts Rehabilitation and Construction Project in Sharana
- Electric Street Light Construction Project in Jalalabad
- Public Latrine Construction Project in Bazarak
- Park Renovation Project in Charikar



The Gardez park project, which is nearing completion



Constructed foundation of the Bazarak Public Latrine Project (RUE-PJS-0010)

In addition to the work that was finished during the previous month, five more projects/major components of ongoing projects funded by municipal budgets were completed during the month under review, as follows:

- Underground floor of Asadabad trade center Block C
- Around 900M of road asphaltting in Bamyan

- Municipal guesthouse stairs in Bazarak
- Boundary wall fencing, reinforced concrete benches and desks in the men's area of the Gardez park
- Street asphaltting in the second zone of Jalalabad municipality

RAMP UP East technical assistance in the implementation of other similar projects still continues. Also, municipalities are being assisted in the execution of their portions of the scopes of work of projects funded by RAMP UP East's Municipal Incentive Fund (MIF). These projects include the following:

- Construction of a new block, Block D, of the Asadabad trade center, which has just started, and construction of the first floor of Block C
- Construction of a protection wall in Bamyan and the remaining 800M portion of an asphalt road project.
- Construction of underground market, Concrete Solid Waste Enclosure Project (RUE-MHT-0012), and Electric Street Lighting Construction Project (RUE-MHT-0004) in Mehterlam
- Public Park Rehabilitation Project (RUE-SHA-0024) in Sharana
- Public Latrine Construction Project (RUE-PJS-0010) in Bazarak
- The women's portion of the Gardez Park Construction Project

PUBLIC FINANCE

In October, Public Finance activity included the finalizing of the sustainable capacity building survey; a new gender based budgeting proposal and the final stages of the internal survey.

The sustainable capacity building survey was an exercise to determine if RAMP UP East activities has created increased sustainable capacities in Afghan municipalities. Based on a two stage approach, the department measured how municipal counterparts viewed their own capacity and compared this to how that capacity manifested itself in the quality of their outputs. The review found that there was a tendency for municipal counterparts to underestimate their skills for topics that were more than 18 months old and to overestimate skills for topics less than 18 months old. We also found that the production of manuals and self-learning templates helped develop and preserve capacity in the municipalities. Our lesson learned is to produce more of these templates and manuals in the future.

In October, RAMP UP East developed a gender based budgeting system for future use by GDMA. Having developed the system we still need to gain Ministry of Finance and GDMA suggestions and approval before general distribution.

During October the public finance function developed and completed a sustainable capacity building questionnaire, with eight municipalities participating. In each location, municipal counterparts were asked to partake in a two-part survey: an opinion survey, which they had to fill in themselves with no prompting over a restrictive period (30 minutes): and a factual survey whereby they demonstrated to the Public Finance Director their direct knowledge. The purpose of the survey was to determine whether there was any relationship between perceived capabilities and those demonstrated factually.

The result showed that there was a 'totem effect' for old capacitation. This means that real ability exceeded perceived ability. In other words, municipal counterparts were dependent on the advisors' presence rather than their input. For newer tasks, the reverse was true.

Municipal counterparts believed their abilities to be greater than their real abilities. Consequently advisor input might be directed towards older tasks where the need was less and diluted for the newer tasks where it was needed. Finally, the surveys also found that the new knowledge management approach of interactive templates and manuals are effective in retaining capacity and encouraging learning.

Therefore, going forward, the department will increase the use of learning manuals and templates and continue the practice of developing Practitioners' Guides to supplement GDMA manuals. Advisors will also concentrate on new areas and leave district capacitation to the municipal counterparts. Finally, all advisors will close off all historic activities and concentrate on new activities, such as asset listings and balance sheets. They will produce exit strategies for older items such as bank reconciliations, budgets, payroll and M20s.

We now have the Annual Accounts for five municipalities produced by internal teams supplemented by Public Finance Advisors and audited by RAMPUP East. Pul-e-Alam, Mahmud Raqi and Asadabad have submitted accounts that have been audited and published in monthly reports. Bamyan and Gardez have submitted accounts that are due to be audited. Eight others are in process.

Gender Based Budgeting

In October RAMP UP East developed a gender based budgeting system for future use by GDMA. Having developed the system we still need to gain Ministry of Finance and GDMA suggestions and approval before general distribution.

Internal Survey

The Internal Survey was sent to the statistical sub-contractor and feedback has been received. All questions from the statistical service subcontractor have been answered and the final report is in preparation.

INFRASTRUCTURE AND SERVICE DELIVERY

Strengthening Waste Management

Implementation of Solid Waste Collection Program

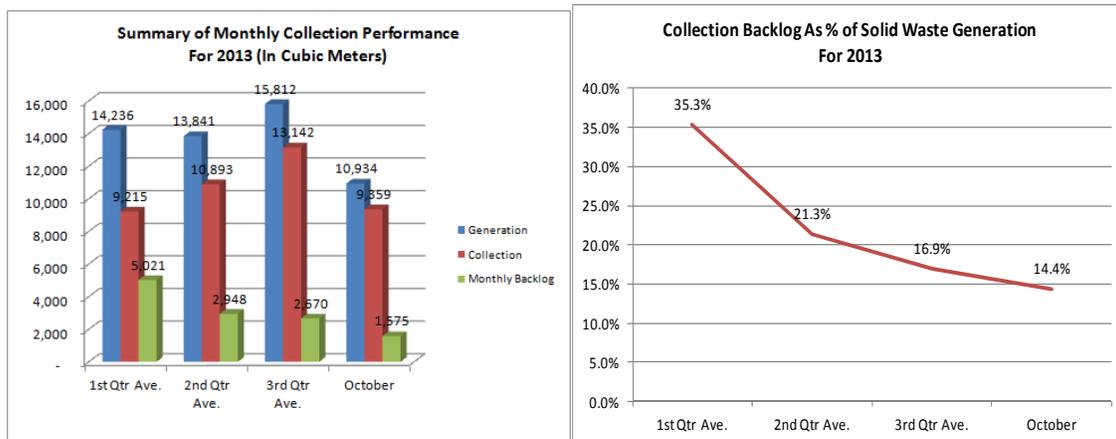
Waste collection was undertaken for a period of only three weeks as the second week of the month coincided with the Eid holidays. The aggregate collection volume was reported at 9,359 cubic meters versus 15,025 cubic meters in September. Even so, the average weekly collection volume rose from 3,005 cubic meters a month ago to 3,120 cubic meters.

The municipalities' collection performance during the month under review is summarized in the following table.

OVERALL MONTHLY SOLID WASTE COLLECTION SUMMARY SHEET
October 2013

No	Municipality	Collection Crew		Trucks		No. of Sites		Volume of Waste		Collection Performance Indicators				
		No.	Man-days	No.	No. of Trips	Formal	In-formal	Generated	Collected	Vol./Crew (m3)	Vol./Mday (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol./Trip (m3)
1	Asadabad	16	288	4	96	137	24	213	190	11.9	0.7	47.5	24.0	2.0
2	Bamyan	4	104	2	21	225	100	125	115	28.8	1.1	57.5	10.5	5.5
3	Panjshir	4	24	2	12	102	40	110	100	25.0	4.2	50.0	6.0	8.3
4	Charikar	38	684	8	486	145	220	1,800	970	25.5	1.4	121.3	60.8	2.0
5	Gardez	24	432	5	222	261	108	1,170	930	38.8	2.2	186.0	44.4	4.2
6	Ghazni	59	1,062	11	384	573	152	1,275	1,517	25.7	1.4	137.9	34.9	4.0
7	Jalalabad	73	1,090	19	953	390	650	3,475	3,258	44.6	3.0	171.5	50.2	3.4
8	Khost	26	462	6	226	223	205	1,077	842	32.4	1.8	140.3	37.7	3.7
9	Mahmud-i-Raqi	18	342	3	122	292	103	300	294	16.3	0.9	98.0	40.7	2.4
10	Maidan Shahr	17	298	1	32	150	33	168	155	9.1	0.5	155.0	32.0	4.8
11	Mehterlam	37	666	3	144	398	18	780	564	15.2	0.8	188.0	48.0	3.9
12	Pul-i-Alam	12	204	2	58	165	89	260	256	21.3	1.3	128.0	29.0	4.4
13	Sharana	8	136	2	66	160	24	181	168	21.0	1.2	84.0	33.0	2.5
Total		336	5,792	68	2,822	3,221	1,766	10,934	9,359	27.9	1.6	137.6	41.5	3.3

The total collection backlog went down significantly in absolute terms, from 2,472 cubic meters in September to 1,575 cubic meters. As a percentage of solid waste generation, it slightly went up from 14.1% a month to 14.4%. On average, the collection backlog has however maintained its declining trend compared to the monthly average achieved during the third quarter of 16.9%.



The mayor of Jalalabad held dialogues with wakil gozars and other community leaders to enlist their support in reminding citizens to perform their duties in making the city clean.

Mahmud Raqi sustained its public information campaigns, holding dialogues with municipal committees of different schools. It also followed on the enforcement of the prohibition on sidewalk grabbing by shopkeepers. The Sanitation and Greenery Manager met with officials of the Public Health Directorate. They agreed to centralize the disposal of hazardous hospital waste collected by private contractors in the municipality's landfill so that this can be properly monitored.

The series of radio broadcasts made by the Sharana mayor exhorting citizens to support the municipality in its efforts to maintain cleanliness culminated in a Hashar held on October 8. The mayor himself donned the uniform of a solid waste collection laborer/street sweeper and

led the cleaning of the city streets and drainage ditches.

Asadabad's Cleaning and Greening Manager held a dialogue with representatives of Nawabad Bazaar for the proper disposal of market waste.

A meeting with officials and student representatives of Anaba High School in Bazarak resulted in a plan to conduct a public briefing of all students on environmental sanitation, particularly the proper handling and disposal of solid waste.

Khost developed and installed posters on city cleanliness.

Mehterlam was assisted in preparing a maintenance checklist for the recently completed concrete trash bins, no of the MIF-funded projects (*RUE-MHT-0012*).

Septic Tank Emptying-Khost

Total collection for the month reached 775 cubic meters. A total of 68 paying residential customers were served plus 16 non-paying government agencies.

Summary of Septic Tank Emptying Service Delivery
October 2013

Week	Collection Target				Actual Collection			
	Vol. (m3)	No. of Customers			Vol. (m3)	No. of Customers		
		Res.	Gov't	Total		Res.	Gov't	Total
1	270	27	6	33	275	28	8	36
2	70	6	2	8	-	-	-	-
3	-	-	-	-	265	21	4	25
4	270	6	2	8	235	19	4	23
Total	610	39	10	49	775	68	16	84

RAMP UP East financial support for the delivery of this service is due to end on November 9, after which only technical assistance will be provided focusing on the implementation of the transition and sustainability plan which the municipality developed earlier.

3R Strategy and Program

Preparation commenced at the start of the month on the PowerPoint presentations for the planned training-of-trainers (ToT) workshop. The presentation categories were selected as below:

- Waste minimization and waste processing
- Waste segregation
- Waste containers and collection options
- Waste reuse
- Waste recycling
- Composting
- Waste disposal systems and their operation
- IEC implementation and resources
- Institutional and enabling environment issues
- Privatization options

Focus was initially on collating appropriate presentation material that will be augmented with local details and results following the Municipality site visits and the completion of the waste audits in five municipalities.

Trips to Bazarak and Charikar were completed for data-gathering this month. These visits were to observe the on-ground waste management situation and the collection systems in use, recycling activities and junk shops as well as the general state of littering and fly dumping. The final disposal sites were also inspected. The field visit reports have been prepared and will be an appendix in the final report. A number of additional trips are being prepared to Jalalabad, Maidan Shahr and Mahmud Raqi in the coming weeks.

A field visit and discussion with Bagram municipal officials is planned, relating to complaints

received about management of both solid and liquid wastes from the Bagram Air Field. This will be undertaken in conjunction with NEPA and Agriculture officials. A short discussion paper was prepared on the liquid and solid waste management issues, in response to these local complaints. A meeting was held with the USAID Mission Environmental Officer relating to these complaints about waste management. The exact issues still remain unclear but dumping waste from chemical toilets is one element actively being addressed at BAF. The Team Leader and Public Works Advisor from RUE Parwan met with Bagram officials and gained some further details on waste disposal shortcomings locally. However a further visit and site inspection by SWM Advisors is apparently necessary, and will be undertaken in conjunction with RAMPUP East embedded advisors, NEPA and Agriculture officials.

A waste audit procedure was prepared so that the solid waste characteristics can be determined in selected representative Municipalities, as the actual waste composition obviously impacts upon 3R opportunities. This detailed audit procedure has been emailed to each of the five Municipalities as background information, including a request to hire local laborers for the audits which will be supervised by the SWM advisors. These waste audits will be undertaken in Jalalabad, Maidan Shahr and Mahmud Raqi municipalities as well as Charikar and Bazarak. Equipment and consumables were requested and purchased ready for the audits starting on November 2nd in Charikar. The municipalities will source and hire local laborers for the audits which will be supervised by the SWM advisors.

Final preparation was completed for additional trips for 3R interviews in Jalalabad, Maidan Shahr and Mahmud Raqi in November. These will be done at the same time as the waste audits are being undertaken in each municipality.

Preparation continued on presentations relating to waste minimization, recycling/reuse, composting, IEC campaign materials, privatization, institutional issues and operating a solid waste disposal facility. These presentations will be finalized as more local data is obtained through questionnaires issued last week to all Municipalities, waste audits and site visits. These presentations are the basis of material for the training plan which is being prepared for the three day ToT workshop for RAMPUP East Kabul and embedded advisors, planned for December 3, 4 and 5. This workshop will serve the dual purpose of allowing municipality representatives to understand their 3R options prior to work-shopping their priorities and preferences for local 3R implementation in workshops. NEPA representatives have also expressed interest in attending the workshop, as well as USAID Environmental staff.

The structure of the final report has been prepared and writing has commenced. The report will be progressively written as time allows over the coming months and local waste audit survey results, questionnaire returns and site visit data becomes available

CLIN 2 Infrastructure Projects

All activities for the *Fruit and Vegetable Market Construction Project* in Sharana were successfully completed on 28th of October 2013. The final inspection will be completed shortly.

The Road Graveling and Lighting Construction Project in **Parun**. Construction works required for the Road Graveling have been resumed and concrete Road median casting is ongoing.



Formwork and on-site Concrete Casting of the Road median, PRN-0001, Parun Municipality



One of the buildings, Fruit and Vegetable Market, Sharana Municipality

Municipal Incentive Fund (MIF) Infrastructure Projects

There are a total of twenty-one (21) MIF projects that have been initiated to one degree or another. A detailed summary of the MIF projects is reflected in Annex 2.

BAMYAN:

Coffee Shop and Park Construction: Procurement activities for this project have been completed, however, RAMP UP East has not received vetting eligibility for the selected vendor/subcontractor. As such, this project has not started. Failure to receive vetting eligibility very soon will cause this project to be cancelled due to weather.

Playground and Park Construction: The digging operation for the well is on-going in the project site and 37m of the well is already dug. The site preparation, leveling and compaction was done by the Bamyan Municipality as a part of its contribution in the aforesaid MIF project. However, RAMP UP East has not yet received vetting eligibility for the selected vendor to provide construction materials for this project and if not received the project will need to be re-scoped or cancelled due to weather.



Well digging operation in Children's Playground and Park Construction project, Bamyan Municipality

MAIDEN SHAHR:

Solar Street Lighting Construction Project.

Excavation for foundations of light poles has been completed followed by the installation of

anchor bolts along with the formwork and placement of concrete which are on-going.



Preparation of Form work and fixing of the anchor bolts in Solar Street Lighting Construction Project ,Maidan shar

GHAZNI:

Sidewalk Construction Project- Islamic Cultural Center

Construction activities for the Sidewalk Construction Project - Islamic Cultural Center began on October 19, 2013 and are in progressing as follows:

- Excavation for sidewalk surface, curbs and water gutters.
- Compaction of Sidewalk surface preceding the laying of the gravel layer.
- Casting of Concrete Curb,



On-site casted concrete curb in Sidewalk Construction project RUE-GHZ-0010

CHARIKAR:

Water Reservoir Rehabilitation:

The renovation works of the Water Reservoir, specifically excavation for the outlet pipe started began on October 30, 2013. The contractor provided a storage area for the construction materials followed by the delivery of materials to the site.



Storage Area and Excavation for the outlet pipe, RUE-CHA-0017, Charikar Municipality

Renovation of Public Park Project:

The project was initiated on October 28th, 2013, with the existing unnecessary wall being demolished and removed from the site which was followed by the site clearance and delivery of construction materials.



Site Clearance Operation for the Public Park Renovation Project. RUE-CHA-0018. Charikar Municipality

Renovation and Construction of Gul Ghondi Park Project. The selected vendor has not yet received vetting eligibility clearance from the vetting unit and therefore no work related to this project has yet been initiated. Depending on when (and if) the vetting eligibility is received, consideration to cancel the project may need to be made due to weather issues and time remaining to complete the work.

BAZARAK:

Public Latrine Construction Project:

The layout of foundations has been completed for Public Latrine Construction Project as well as the excavation and concrete form work for foundations. Below are the current activities underway related to the construction of the project:

- Concrete pouring for columns.
- Form work of ring beams and columns
- Stone masonry work
- Backfilling and compaction round the excavated area.



Column Reinforcement placement in Public Latrine Construction Project, Bazarak Municipality

Trash Bins & Foundation Construction Project. Dual drums and their steel supports were delivered to the project site. The steel work for the trash bins and excavation for pad foundations for the pad/foundations have been completed. Additionally, the form work, rebar and concrete placement of the pad/foundations and installation of trash bin supports are in progress.



Site preparation for the Trash bin foundation and concrete pad. Bazarak Municipality

RUE- PJS-0018-Solar Energy System:

RAMP UP East and the Municipality are waiting for the vetting eligibility for the selected vendor to start the project.

MAHMU-I-RAQI:

Children Park Rehabilitation Project:

Concrete form work has been initiated and materials have been delivered to the project site.



Mayor cutting the ribbon in the opening ceremony of Children Park Project Mahmud-i-Raqi.



Inspection of the work quality by the municipal engineer and site engineer, Mamud-i-Raqi Municipality

JALALABAD:

Electric Street Light Construction Project

RAMP UP East Engineers and Municipality engineers identified and marked the locations for each pole's foundation according to the project documents (site plan). Construction Materials have been delivered to the project site and excavation of the foundations for the light poles has begun.

ASADABAD:

Solar Street Light Construction Project

The locations for each light pole have been specified and marked by the RAMP UP East Engineer and Municipal Engineers in accordance with the site plan. Excavation for foundations has begun in the Nawabad bazar and was followed by the placement of reinforcement, and pouring of concrete for the foundations, that included the placement of anchor bolts and base plates.



Concrete casting and installation of anchor bolts in Solar Street Light Construction Project - Asadabad Municipality

MEHTARLAM:

Electric Street Light Installation Project

Light pole foundation work, including excavation, formwork, placement of reinforcements and pouring of concrete are proceeding simultaneously. The RAMP UP East subcontractor who is to furnish and erect the light poles has still not received vetting eligibility from the vetting unit. The lack of vetting eligibility is delaying coordination between the RAMP UP East and municipality work relating to this project.



Foundation excavation of light poles in Street Light Installation Project, Mehtarlam Municipality

Concrete Solid Waste Enclosure Construction Project:

- This project was completed on October 28, 2013.
- The final inspection will be conducted by QA/QC in the coming month.



Constructed Concrete Solid Waste Enclosure, Mehtarlam Municipality

SHARANA:

Culvert Rehabilitation & Construction Project:

Slab casting activity is in progress which is comprised of sub tasks like reinforcement placement and concrete pouring into the molds.



On-site Cast Slabs for Culvert Rehabilitation & Construction Project Sharana Municipality

Public Park Rehabilitation Project

As a part of the Public Park Rehabilitation Project, the wall construction work is ongoing:

- Excavation for wall foundation.
- Brick work.
- Curing



PCC Path way in Public Park Rehabilitation Project Sharana Municipality

GARDEZ:

Solar Street Light Construction Project

The project was commenced on October 27, 2013, exact locations of the light pole foundations being marked and specified by the site engineer which allowed the ongoing excavation works for foundations.

After initiation of this project, the Governor and Mayor of Gardez requested specific changes to the scope of the project whereby the number of light poles to be furnished in the area of the Governor's compound would be increased. The Governor and Mayor demanded that the change be initiated immediately and the poles furnished to the Governor's compound in 24 hours. Discussions between the RAMP UP East team and the Governor's staff became confrontational and included physical and verbal assault of the RAMP UP East Team Leader. Additionally, the Team Leader was threatened with imprisonment if he did not comply with the demands. This resulted in RAMP UP East temporarily removing the teams from Gardez until resolution of the issues could be worked out.



Foundation marking and excavation for Solar Street Light Construction Project Gardiz Municipality

Concrete Solid Waste Enclosure Construction Project

The Solid Waste Enclosures Project began on October 20, 2013. The formwork preparation, reinforcement placement and concrete pouring are currently in progress.



Formwork and concrete preparation for Solid Waste Enclosures, Gardez Municipality



Inspection of reinforcement spacing, Gardiz Municipality

LOCAL ECONOMIC DEVELOPMENT AND REVENUE GENERATION

Business Registration and Licensing Activities

Business registration and licensing is ongoing in all 13 partner municipalities, with the exception of Parun municipality. In these thirteen (13) municipalities, the municipal staff currently uses the business registration application without any assistance from the embedded advisors.

Business licensing in Gardez municipality has slowed down due to the re-assignment of the Business License Officer from business licensing functions to collection of city entrance fees. The recruitment for his replacement is in process. In order not to disrupt the business licensing process, the embedded advisor has taken on the responsibility of operating the system until a new Business License Officer is appointed and trained.

The status of the business registration and licensing in the thirteen (13) municipalities assisted by RAMP UP East is presented below.

No	Municipality	No. of New Businesses Registered		No. of Business Licenses Issued		No. of Business License Invoices Printed		Total Fees Deposited in the Bank (AFN)	
		Month	Month	Month	Total	Month	Total	Month	Total
1	Gardez	10	28	458	458	28	458	14,100	257,600
2	Jalalabad	143	1271	8,235	8,235	1,271	8,961	348,990	1,957,280
3	Khost	1	115	1,671	1,671	115	1,733	45,800	727,089
4	Maidan Shahr	15	15	121	121	15	121	8,200	46,000
5	Mehterlam	0	144	1,299	1,299	240	2,101	28,680	148,535
6	Mahmud Raqi	18	77	1,000	1,000	0	1,023	42,300	466,300
7	Panjshir	8	97	335	335	97	335	28,580	102,160
8	Pul-e Alam	0	20	1,078	1,078	20	1,078	29,277	1,091,722
9	Sharana	7	13	920	920	7	1,625	8,000	556,500
10	Charikar	45	152	777	777	651	1,905	26,982	106,008
11	Ghazni	0	491	4,467	4,467	15	4,523	185,824	1,768,864
12	Asadabad	8	16	830	830	23	837	6,750	282,800
13	Bamyan	0	69	346	346	69	346	41,631	159,581
Total to date		255	38,402	2,508	21,537	2,551	25,046	815,114	7,670,439

Panjshir Municipality

The Economic Development Advisory Committee (EDAC) held a meeting on 28 October 2013 at the municipal conference hall. Participants in the meeting included the EDAC members, heads of line departments, a representative of the provincial police headquarters and the embedded Economic Development Advisor. The agenda for the meeting included:

- Steps to speed up business licensing



A view of EDAC meeting in Bazarak on 28 October

- b) Collection of Safayi fees from governmental properties.

The highlights of the meeting are presented below.

1. The municipality should create a special team of two (2) policemen to walk around the city and instruct businessmen to obtain their business licenses from municipality.
2. Panjshir municipality shall officially communicate its request to the General Directorate of Municipal Affairs to inform line departments to pay the Safayi fee for governmental properties due the municipality and to include the amount for Safayi fee payment in their 1393 fiscal budget.
3. The meeting discussed that the Department of Agriculture, Irrigation and Livestock (DAIL) is currently receiving payments from communication companies for their communication towers. The body believes that since the communication towers are located on municipal land, it is only right that the communication companies pay to the municipality instead of to DAIL. The body agreed to bring this matter up in the next Provincial meeting.

Khost Municipality

The Economic Development Advisory Committee conducted a meeting in 01 October 2013 in the municipal conference hall. The focus of the meeting was to discuss ways to speed up Safayi fee collection, especially from governmental properties. The highlights of the EDAC committee meeting are presented below.

1. Khost municipality should send an official letter to all government entities to encourage them to pay their Safayi fees as soon as possible, with the Safayi bill attached to the letter. Upon issuance of the letters, the revenue department staff and nahya officials will commence collection of Safayi fees from these government bodies, as well as from residential, commercial and industrial properties.
2. All Nahya managers will be required to submit monthly revenue reports to the Revenue Manager, who will be tasked to consolidate these reports and submit the monthly revenue report to the mayor at the end of each month.
3. The Mayor of Khost and municipal department heads will conduct round table discussions aired live on radio and TV programs at least once a month. This public outreach activity is deemed to be part of a strategy to improve public awareness on the need to pay Safayi fees.



View of EDAC meeting in Khost held in 02 October 2013

Extension of Property Registration Activities

Jalalabad - Property registration is expected to soon resume in Jalalabad municipality as soon as the thirteen (13) surveyors currently being recruited are on board to cover the remaining properties which have not yet been mapped out in Nahya 4. About 44% of the properties in Nahya 4 were registered in 2012, and mapping of the remaining 56% is targeted to be completed sometime the end of January. Candidate interviews were

conducted in October 22 – 23 in the city and thirteen (13) surveyors (4 female and 9 male) were selected and will hopefully begin by the 1st week of November 2013.

The utilization of the automated Property Registration and Safayi Fee Collection system in Nahya 3 resumed recently (a workshop on the utilization of this system was conducted in 2012 for the municipal staff, but the system was not immediately used by Nahya 3 staff). Recently, the Nahya 3 staff started using the system and printed 29 Safayi invoices and 16 Safayi payment certificates, generating a total revenue of 41,000 AFN over a 1-month period. In addition, it is expected that the Nahya 1 staff will be able to use the Property Registration and Safayi Fee Collection system on their own after the training was conducted for concerned staff on system application/utilization in 7- 8th of Oct 2013.

Mahmud Raqi - Property Registration in Mahmud Raqi was completed on 23 October 2013 for all 4 Nahyas. Data entered into the Property Registration Database was verified during the recent week by the RAMP UP East GIS Director and deemed accurate. Training for the remaining municipal staff directly involved in Property Registration will be necessary to fully transition the GIS digitization and map preparation process to the municipality. The request for recruitment of a GIS technician has been placed.

The GIS technician from Mahmud Raqi was transferred to Charikar so as not to disrupt property registration of remaining unmapped properties in Charikar's 6 Nahyas after the resignation of the former embedded GIS technician for Charikar. A GIS technician had recently been recruited for Mehterlam and was trained by the RAMP UP East GIS Director on 24 – 25 October.



Property registration survey in Mahmud Raqi

Mehterlam and Charikar - Property Registration is still ongoing in Mehterlam and in Charikar to complete the entire municipal coverage area. The expectation is to complete the Mehterlam municipal coverage area by 15 Nov 2013. Property Registration continued in Charikar with immediately upon assumption of the responsibility of the former GIS technician of Mahmud Raqi.

The status of property registration in the eight (8) municipalities and of safayi collection in the six (6) municipalities covered by RAMP UP East assistance is presented below.

No	Municipality	No. of Properties Registered		No. of Safayi Bills Printed		Total Amount Deposited (AFN)		No. of Safayi Certificates Issued	
		Month	Total	Month	Total	Month	Total	Month	Total
1	Charikar	774	10,306	84	782	64,271	148,718	14	91
2	Mahmud Raqi	773	6,003	22	96	13,687	78,822	22	93
3	Assadabad	0 (completed)	5,826	55	310	190,355	1,076,673	29	206
4	Mehterlam	210	6,723	0	1,580	15,287	340,459	12	257
5	Jalalabad	0	9,739	16	33	22,000	45,000	9	18
6	Ghazni	0 (completed)	3,523	64	179	147,397	459,041	67	163

No	Municipality	No. of Properties Registered		No. of Safayi Bills Printed		Total Amount Deposited (AFN)		No. of Safayi Certificates Issued	
		Month	Total	Month	Total	Month	Total	Month	Total
7	Khost	0 (completed)	5,608	66	164	0	169,693	0	14
8	Maidan Shar	0 (completed)	1,730	0	0	0	0	0	0
Total to date		1,757	49,458	307	3,144	452,997	2,138,406	153	842

Revenue Forecasting by the District Municipalities

Mentoring in revenue forecasting of district municipal counterparts under the mentoring program continues in the 10 provinces (The program is not implemented in Panshjur, Nuristan and Kunar provinces). Mentoring activities were conducted by the RAMP UP East Local Economic Development Advisors last week, who also provided on-the-job training on revenue forecasting for the next fiscal year. The training focused on the following key concepts:



District municipality staff from Rodat and Batikot district municipalities in Jalalabad, during the revenue forecasting exercise held in 24 October

1. Mandated main sources of revenue for municipalities as provided in the By Laws
2. Fixed and non-fixed sources of revenue
3. Revenue forecasting using different methods
4. Possible revenue enhancement options for the municipalities to improve revenue collection such as
 - a. Increasing the tax base
 - b. Improving collection coverage
 - c. Improving collection efficiency
 - d. Increasing the rates for tariff, fee and charges being collected by the municipality.
5. Incorporating revenue data into revenue budget forms

Consequently, the district municipal counterparts successfully prepared their respective draft fiscal budget for 1393 for submission to their respective Municipal Budget Committees for review and subsequent approval by the Mayors.

MONTHLY HIGHLIGHTS

EXPANDED MENTORING PROGRAM STARTS

Based on the activity schedule; the Expansion Program for the Mentoring of District Municipalities commenced on October 1 with a briefing of district municipal officials on the entire program. On the occasion, the mayor of Gardez welcomed the participants and told them that the mentoring program ‘...is a good opportunity for the district municipal officials to gain the capacities necessary for properly serving their people.’ For their part, Mr. Shahr Gul, mayor of Seyedabad, and Mr. Khaja Sha Mahmood, mayor of Jalrize both in Wardak Province expressed their appreciation for being included in the program, saying that it is a very important step for district municipalities to stand on their own feet. The mayors also committed to attend all the program sessions and submit the required outputs on time.

After the orientation session, the program then shifted to the preparation of the revenue budget. Presentations and discussions focused on the identification and classification into fixed and non-fixed of all the municipal revenue sources. Thereafter, various methods of forecasting revenue intakes for the coming fiscal year were introduced. Participants subsequently went back to their respective municipalities to apply the revenue forecasting techniques and came back with preliminary revenue forecasts. As of the end of the month, most of the participating municipalities have prepared a draft revenue budget properly entered into the government-prescribed Form B1.

For the coming month, the mentoring sessions will deal with the preparation of the expenditure budget, both its routine/ordinary and development components. Introductory topics, such as the concepts and procedures of performance-oriented budgeting and the importance of and the processes involved in convening a citizens' forum for public consultation in the identification and selection of development projects, were already discussed during the month under review.

The request of Dwamanda in Khost to be included in the program was subsequently approved by RAMP UP East management. The program now covers 31 municipalities from the original 30.

Public Finance

Eight municipalities were chosen for a municipal sustainable capacity building review.

Municipal counterparts were asked to partake in two independent surveys. An opinion survey which they had to fill in themselves, with no prompting over a restrictive period (30 minutes) and a factual survey whereby they demonstrated to the Public Finance Director their direct knowledge.

The purpose of the survey was to determine whether there was any relationship between perceived capabilities and those demonstrated factually.

The results must be seen in the context of variations between municipalities, but significantly municipal variations were more pronounced in the opinion surveys.

The survey found:

- a) That there was a 'totem effect' for old capacitation. This means that real ability exceeded perceived ability from the municipal counterparts who completed the questionnaire. In other words municipal counterparts were dependent on the advisors presence rather than the advisors input.
- b) For newer tasks, the reverse was true. Municipal counterparts believed their abilities were greater than their real abilities¹. Therefore advisor input was effectively restricted where it was most needed

The rank correlation on the hypothesis on the above was 85%, which is quite significant.

We also found that the new knowledge management approach of interactive templates and manuals was effective in retaining capacity and encouraging learning.

¹ For example budgeting has been capacitated for 27 months so real demonstrated capacity is 100%, but perceived capacity is 75%. For newer activities, for example balance sheets actual capacity is 38% but perceived capacity is 59%.

Our conclusions were threefold:

- 1) Increase the use of learning manuals and templates and to continue the practice of developing 'Practitioners Guides' to supplement GDMA manuals.
- 2) Advisors should concentrate on new areas and leave District capacitation to municipal counterparts.
- 3) All advisors should 'close off' all historic activities and concentrate on new activities such as asset listings and balance sheets and produce 'exit strategies' for older items such as bank reconciliations, budgets, payroll and M20s

Cross-Cutting

Six municipalities with support from RAMP UP East held elections for the municipal advisory boards. Mahmud Raqi was able to complete the process this month. The established advisory boards will replace the citizen forums. The boards will have between 3 and 6 sub-committees depending on the number of members. RAMP UP East public administration advisors facilitated training sessions on MAB members' scope of work and roles and responsibilities of municipality and citizens.

With support from RAMP UP East 12 municipalities commemorated the International Day of the Girl Child. Mayors delivered radio and television messages about the importance of girls' access to education including technology. The mayors and other municipal officials of Mehterlam, Bamyan, Bazarak, Pul-e-Alam and Asadabad visited 9 schools and held face to face meetings with students and teachers. Messages by the mayors were also posted in noticeboards and local newspapers.

RAMP UP East Gardez office was closed down and all staff moved to Kabul on October 31st due to threats and assault by the governor's chief of staff to RAMP UP East staff. The issue has been communicated with GDMA, the governor and USAID.

Mr. Sana Pana was introduced as the new mayor of Bazarak. Mr. Pana replaced the former mayor, Abdul Khabir Bakhshi.



Jalalabad municipality celebrating international day of the girl child.

MUNICIPAL PROGRESS REPORTS

MAIDAN SHAHR MUNICIPALITY

PROVINCE: WARDAK

Capacity Building

Public Finance

The RAMP UP East quarterly survey was completed and dispatched and the Quarterly expenditures and revenues reports prepared and dispatched to the provincial governors office and GDMA.

Sayedabad and Jalrize mayors had an orientation on the district mentoring program. The mayors committed to follow the program design. These two mayors were mentored on revenue forecasting and budget preparation.

The third quarter revenue and budget expenditure reports based on ratio analysis were shared with the municipal accounting manager. The municipal counterpart was excited to see the report and said it would help them to prepare the 1393 budget plan and improve revenue/expenditure projections.

Maidan Shahr's Municipal Financial Control Officer was trained in bank reconciliation.

This municipality was one of the eight municipalities that participated in the Sustainable Capacity Survey.

Mentoring of District Municipalities

After the general briefing on the program, the succeeding sessions during the first week focused on the following:

- Identification and classification of revenue sources.
- Revenue improvement action planning and revenue forecasting
- Revenue budgeting and introduction of budget forms

The program was suspended during the second week of the month for the Eid celebration. On the third week, the mayors of Jalriz and Sayedabad reviewed and refined the revenue forecasts and the revenue improvement action plans they prepared during the previous week. Revenue forecasts were then summarized and entered in Form B1-Revenue Budget.



The mayors of Sayedabad and Jalriz receiving training in performance-oriented budgeting (Maidan Shahr, October 27)

During the last week of the month, the mayors were oriented on the concepts and techniques of performance-oriented budgeting and were given exercises on the preparation of performance-oriented budgets using government-prescribed budget forms. This was followed by a session on the importance of citizens' forums and on how to organize and manage one for the identification and selection of development projects. The last session was devoted to assisting the mayors prepare an agenda, an invitation letter to participants, and a template for recording the proceedings of a citizens' forum.

Service Delivery

Solid Waste Collection

The total collection volume for the month reached 155 cubic meters out of the total waste generation volume of 168 cubic meters. The weekly average collection slightly increased to 53 cubic meters from 50 cubic meters during the previous month. In relation to solid waste generation volume, collection backlog improved to 8% from 20% in September.

The municipality's collection performance during the month is shown in the following table.

Waste Collection Summary

Municipality: Maidan Shahr

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	17	100	2	11	47	10	56	48	-	-	2.8	0.5	24.0	5.5	4.4
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	17	100	1	11	53	11	56	54	-	-	3.2	0.5	54.0	11.0	4.9
4	17	98	1	10	50	12	56	53	-	-	3.1	0.5	53.0	10.0	5.3
Total	17	298	1	32	150	33	168	155	-	-	9.1	0.5	155.0	32.0	4.8

Engineering Capacity Building

A leveling survey was carried out for the Maidan Shahr *Solar Street Lighting Construction Project* (RUE-MSH-0016). The RAMP UP East engineers noted the variations in the elevations between the asphalt road and the foundations.

Municipal Incentive Fund Projects

Maidan Shahr Solar Street Lighting Construction Project: The excavation for foundations of light poles has been completed followed by the installation of anchor bolts along with the formwork and placement of concrete which are on-going.

Community Engagement

On 8 October, the mayor convened a meeting with citizens to inform them about the establishment of the MAB. He explained the election process and asked the attendees to spread the news and nominate their representatives by October 12. He said after ADCs, CDCs, Wakil e Guzars and Civil Societies nominate their elected representatives another election will take place for the members to elect the board's chairperson, deputy chairperson and a secretary. After two weeks of



Maidan Shahr mayor discusses Municipal Advisory Board with citizens and the election process.

consultation the process was completed on October 30, twenty members including two women were elected. The election of the chairperson, deputy and secretary will take place in the first week of November.

On October 10th the mayor was interviewed by RTA radio station. The mayor talked about the international day of the girl child. He said, “The international community has recognized October 11 as the day of the girl child. It is a day for governments to evaluate the rights of girls in their countries and address the injustices and prejudice against girls.” He added, “Unfortunately in our country we are witness to many forms of discrimination against girls. Our girls are restricted from going to school and seeking education. In Islam seeking knowledge is a religious duty.” The mayor called on parents and elders to allow girls to fulfill their religious duties by acquiring knowledge and education.

On October 13th, the Maidan Shahr Mayor was interviewed by Salam Watandar radio station. The mayor talked about the municipality’s implemented projects in the city for the year 1392. He said that the Ghazi Karim Khan hall project is completed in accordance with the work plan. The Women and Children’s Park Project and the Solar Slight Installation Projects are ongoing. He said the Solar Light Project is being implemented in partnership with RAMP UP East.

Coordination

The RAMP UP East public administration advisor held a meeting with DoWA Director Ms. Waheeda, on October 24, to follow up on previous meetings about women’s participation in municipal meetings and their role in the municipal advisory board. Ms. Wahida said, “Unfortunately the culture of giving per diem and cash to participants of meetings, trainings and seminars have made women depended on cash. Women do not participate in meetings or events if there is no financial gain for them. To make women understand their role as citizens there is a need for public education.” She said she will do her best to spread the word among women’s groups.

On 29 October, the Team leader attended an Exhibition Show of service providers in Maidan Shahr at Ghazi Karim Khan Hall. The exhibition was organized by SIKa and attended by government officials and NGO representatives. RAMP UP East displayed information and photos about the completed and ongoing service delivery projects.

GHAZNI MUNICIPALITY

PROVINCE: GHAZNI

Capacity Building

Public Finance

The Public Finance and Economic Development Advisor trained Moqor and Jaghori Districts municipal staff on revenue forecasting and budget preparation for year 1393. During this training draft revenue was forecasted for mentioned districts and expenditure forecasting is in progress. Mr. Dawood Moqor district mayor quoted as saying:

“This training was really important to me. It is my first experience getting revenue forecasting based on a standard method. I don’t have a revenue officer in Moqor municipality; therefore, revenue forecast was very difficult for me. Now after the training, I am confident to utilize the lessons learned and do the forecast”.

The below table shows Moqor municipality’s revenue projection for 1393 and beyond.

Moqor Municipality’s Revenue Forecast For year 1393						
Rev, Specific Code	Revenue Sources	Year 1393	Year 1394	Year 1395	Year 1396	Year 1397
11184	Commercial area Safayi Fee	255,000	257,550	260,126	262,727	265,354
13202	Municipal shops - Rental	364,000	400,400	400,400	400,400	440,440
13264	City entrance Fee	505,000	510,050	515,151	520,302	525,505
13390	Business License	306,000	309,060	312,151	315,272	318,425
14009	Commercial Safayi Fee- Receivables	150,450	151,955	153,474	155,009	156,559
14009	Last Year’s contracts-Receivables	300,000	0	0	0	0
Total of Fixed Revenue		1,880,450	1,629,015	1,641,301	1,653,710	1,706,283

To ensure that knowledge was transferred, attendees were tested. The Jaghori District Mayor stated at the end of this session:

‘It is the first time that we are trained in Revenue Forecasting. It will enable my staff to forecast revenue, and, I realized, fixed and non-fixed sources. We did not have any information regarding revenue sources to classify which is fixed and which is non-fixed. I had no information about revenue forecasting methodology; I am enthusiastic to attend all of RAMPUP East trainings to learn more about municipal finance issues.’

The below table shows Jaghori municipality’s revenue projection for 1393 and beyond.

Jaghori Municipality's Revenue Forecast For year 1393						
Rev, Specific Code	Revenue Sources	Year	Year	Year	Year	Year
		1393	1394	1395	1396	1397
11184	Commercial area Safayi Fee	175,500	177,255	179,028	180,818	182,626
13202	Price List	24,240	24,482	24,727	24,974	25,224
13264	Business License	540,000	545,400	550,854	556,363	561,926
13390	Tah Jaye Fee-Leasing	135,000	136,350	137,714	139,091	140,482
14007	City Entrance Fee	156,000	157,560	159,136	160,727	162,334
14007	Fines and Penalties	21,816	22,034	22,255	22,477	22,702
Total of Fixed Revenue		1,052,556	1,063,082	1,073,712	1,084,449	1,095,294

The Moqor and Jaghori mayors and finance/administration officers were also trained in the purpose and advantages of performance-oriented budgeting. The Mayor of Maqor was individually mentored in reconciling the cash book to the bank statements and in using the RAMP UP East template.

This municipality was one of the eight municipalities that participated in the Sustainable Capacity Survey.

Mentoring of District Municipalities

The program started in Ghazni on schedule with the orientation of district municipal mayors and key officials on October 2. This was followed by training on revenue enhancement and forecasting on October 3.



Orientation on citizens' forums (Ghazni, October 22, 2013)

October 4 was devoted to the discussion of performance-oriented budgeting, including practical exercises in the preparation of performance-oriented budgets for public services and municipal core functions.

No participants from Qarabagh attended during the second week. The RAMP UP East Municipal Team Leader was instructed to remind the mayor that attendance in all the sessions and submission of all the required outputs are conditions for the district municipality's continued participation in the program.

The district municipalities of Jaghuri and Moqor completed their revenue forecasts and draft revenue budgets, including the Form B1. All these outputs were then submitted to the focal point in Kabul for review and refinement.

The succeeding sessions dealt with the organization and conduct of citizens' forums as platforms for public consultation in the identification, prioritization, and final selection of development projects to be implemented during the coming fiscal year.

Service Delivery

Solid Waste Collection

The municipality collected a total of 1,517 cubic meters of waste compared 2,088 cubic meters during the previous month. The average weekly collection volume increased to 502 cubic meters from 418 cubic meters.

The municipality's collection performance for the month is summarized in the following table.

Waste Collection Summary

Municipality: Ghazni

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	59	354	11	130	196	50	425	511	-	-	8.7	1.4	46.5	11.8	3.9
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	59	354	11	134	189	50	425	536	-	-	9.08	1.51	48.68	12.2	4.00
4	59	354	11	120	188	52	425	471	1	6	7.97	1.33	42.77	10.9	3.92
Total	59	1,062	11	384	573	152	1,275	1,517	1	6	25.7	1.4	137.9	34.9	4.0

Engineering Capacity Building

In the construction of the five-story hotel project in Ghazni, the RAMP UP East engineer checked the rebar installation of the underground floor's beams and slabs. He briefed the municipal engineer on rebar spacing and the method of rebar bending.

RAMP UP East engineers observed the installation of the formworks for the second floor and made sure these were erected below 90 degrees with a clear cover of 5 cm maintained between the rebar and the frame. They rejected the reinforcement application of slabs, beams, and columns and instructed the municipal engineer to rectify the defects by following the design drawings.

Community Engagement

This month citizens of Ghazni Municipality elected the 16 MAB members including 2 females. The MAB members' internal election and orientation on terms of reference was conducted on Oct 28th and 30th.

On Oct 24th, the municipality of Ghazni convened a citizen forum that was attended by 20 citizens. The main issue discussed during the meeting was solid waste management. The mayor said due to population density in three Nahyas (1st, 2nd, and 3rd) the municipality is faced with the challenge of collecting the waste properly. He called on Wakil e



Ghazni Citizen Forum Meeting at Municipality Conference Hall, Oct 24th 2013.

Guzars and citizens to do their part by educating the public to dispose of their waste in the designated areas.

Haji Ghulam Rabani, one of the Wakil e Guzars said “While we will do our best to cooperate with the municipality, we suggest that the private sector that is responsible for trash collection should increase the number of pickups.” Another citizen, Ghulam Ghaus said although solid waste collection has been contracted to a private sector the municipality should still monitor how the work is done.”

On 3 October, Ghazni Mayor Fraidoon Ahmadi was interviewed by Ghaznavian TV/ Radio to talk about municipality’s efforts in solid waste management ahead of the international conference. The mayor said, “With support from WFP and CARE international the municipality has hired 300 temporary workers as solid waste collection laborers and they will continue for four months.”

Gender and Youth Activities

To commemorate the International Day of the Girl Child in Ghazni, RAMP UP East’s Public Administration Embedded Advisor and his counterpart facilitated the celebration hosted by Ghazni municipality and the Department of education.

The half day event took place at Jan Malika High School on October 8th. The attendees included the Mayor, the Director of Education, members of the Provincial Council, the Principal and teachers and 30 students from Jan Malika High School.

The celebration started by remarks from the Education Director of Ghazni, Mr. Abid, who welcomed the participants and said, “This is the first time that we celebrate International Girl child day in our city which should be celebrated every year with great enthusiasm.” He added, “As a nation we have not been able to provide basic services to girls in our society. Forced marriage, discrimination against females and imposing of different types of impediments is wide spread that is hurting our society at every level.”

The Mayor also emphasized the need to celebrate this day “...it is important because most of the girls are deprived of the right to education in our society. They are to be supported to seek knowledge and have access to technology to meet the requirements of the 21st century life.”

Ms. Hamida Gulistani provincial council member also said, “We understand the general limitation in resource allocation, but with equal opportunities for girls we will achieve a lot despite the hardships.”

The officials presented the students with presents including school supplies. Aziza a 6th grade student said, “I am very happy that there is a day for girls. I will tell my mother that our mayor and teachers celebrated my day.”

The municipality of Ghazni held an opening ceremony of the Sidewalk Construction Project on October 23rd. In attendance was the mayor, the provincial governor, DoWA, the RAMP UP East team, the media, and police



Ghazni mayor and DoWA Director are cutting ribbon of side walk project on Oct 23rd.

and army department representatives. The mayor thanked RAMP UP East for its continued support to Ghazni municipalities. He said the project will be implemented jointly with RAMP UP East with the municipality bearing 28% of the total cost.

The Governor during the ceremony said, “This is one of the many projects that RAMP UP East has supported in Ghazni. On behalf of Ghazni citizens I would like to thank RAMP UP East and USAID for all the support.”

The mayor of Ghazni was interviewed by RTA on Oct 27th in the municipal office. The Mayor talked about the ongoing construction projects, including the sidewalk mosaic project supported by RAMP UP East.

The mayor also talked about municipal officials’ capacity development, he said, “The municipal staff capacity has developed significantly compared to the last two years. The mayor added two years ago.” He added that now that the municipality has internet facility, the staff will be able to communicate and exchange information with other municipalities. The mayor said the municipality has made headway in regard to solid waste management.

Coordination

On 24 October, a coordination meeting took place at the Women Affairs Department; with the participation of the mayor, the Women’s Association Director, Women’s Affairs Director and the RAMP UP East Team Leader. The purpose of the meeting was to discuss women’s employment by the municipality and their participation in municipal decision making.

Mr. Hasina from DoWA said despite numerous promises by the municipal officials the municipality is yet to recruit women. She said there are qualified women who are seeking employment with government offices, but they are not given employment opportunities.

The mayor explained the recruitment procedure and said there will be at least 20 different positions later this year. He said the municipality has sent letters to civil society groups informing them about the vacancies and asking for their assistance in reaching out to women. The Director of the Women’s Association provided a list of women’s groups in Ghazni.

On October 8th, the RAMP UP East team leader attended a meeting between the mayor and the PRT representative. As the Ghazni PRT mission is almost over, the mayor asked for 8 connexes to be donated to the municipality to accommodate the 30 new employees. PRT representative asked the mayor to submit an official request. The next day the PRT informed the mayor that the requested connexes will be provided.

BAMYAN MUNICIPALITY

PROVINCE: BAMYAN

Capacity Building

Public Finance

On 1st October 2013 the mentoring process began with a meeting in the central conference hall of Bamyan municipality. The first training session for Mayors covered:

- Details of the mentoring program
- Topics to be covered
- Details of individual municipality budget and transactions during 1391 and the current year 1392



District municipal officials were mentored on annual budget preparation in Bamyan.

The municipality is coordinating its quarterly processes so that there is a sequential logic that builds in efficiencies between reconciliations and outputs. This involves:

- Preparing the bank reconciliation from bank statements and the municipal cash book
- Reviewing cash book entries against reconciliation
- Preparation of the RAMP UP East third quarter capacitation survey
- Preparing the third quarter revenue template
- Enter in the RAMP UP East Budget monitoring template
- Review any financial actions or decisions required

The Public Finance Advisor conducted a meeting with the Mayor to review matters required for the district mentoring program. The main topics to be covered were:

- Ensuring legal, administrative and appropriate coordination of the budget process
- Ensuring appropriate classification and chart of accounts used
- Preparing performance budgeting information
- Preparation of Standard budget forms

The Public Finance Advisor along with the Economic Development Advisor mentored the mayors and revenue managers of Panjab, Kehmard, Waras, and Yakawlang in revenue forecasting, performance budgeting, and the annual budget for year 1393.

Mentoring of District Municipalities

Instead of the two-day session scheduled for the first week of October, Bamyan conducted four days of mentoring to cover the subject matters slated for the first two weeks of the program. This was done in consideration of the difficulty of gathering the participants more

frequently because of the distances they have to travel.

During the first week of mentoring the following activities were undertaken:

- Orientation of mayors and key district municipal government officials on the mentoring program
- Identification and classification of fixed and non-fixed revenue sources
- Practical exercises in enhancing and forecasting fixed and non-fixed revenue sources
- Orientation on performance-oriented budgeting
- Practical exercises in performance-oriented budgeting for municipal services and core functions



Orientation on the importance and the process of convening a citizens' forum (Bamyan, October 21, 2013)

On the second week, participants went back to their respective district municipalities to prepare their revenue budgets.

Following the activity schedule, the mentoring sessions during the third week focused on the review and refinement of revenue forecasts prepared by municipal officials on their own. The refined revenue forecasts were then entered into the Form B1-Revenue Budget, which was subsequently sent to the RAMP UP East designated focal point in Kabul for further review and refinement. The revenue budgets were found to be generally acceptable and this was subsequently communicated to the embedded advisory team in Bamyan.

The sessions that followed focused on the importance and process of conducting a citizens' forum for the identification and selection of development projects. District municipal officials were likewise assisted in planning and undertaking the preparatory steps for convening the forum.

Service Delivery

Solid Waste Collection

The municipality collected a total of 115 cubic meters of waste, which translates to a weekly average of 38 cubic meters or 11 cubic meters more than the 27 cubic meters achieved during the previous month. Collection backlog as a percentage of total waste generation remained at 8%.

The municipality's collection performance is summarized in the following table.

Waste Collection Summary
Municipality: Bamyan
Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	4	24	2	5	75	30	33	30	-	-	7.50	1.25	15.00	2.50	6.00
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	4	32	2	7	75	30	45	40	-	-	10.0	1.3	20.0	3.5	5.7
4	8	48	2	9	75	40	47	45	-	-	5.6	0.9	22.5	4.5	5.0
Total	4	104	2	21	225	100	125	115	-	-	28.8	1.1	57.5	10.5	5.5

Engineering Capacity Building

The municipality was assisted in the monitoring of a bridge construction project. The RAMP UP East engineer inspected the pier formworks and recommended to add more supports and bracing to withstand concrete gravity loads.

Similarly, he made a visit to a protection wall project, where he monitored the ongoing construction of the stone masonry wall and instructed the municipal skilled laborers to properly fill the gaps between the stones with sufficient mortar and avoid using small pebbles.

Municipal Incentive Fund Projects

RAMP UP East *Children's Playground Project*: The digging operation for the well is on-going in the project site and 37m of the well is already dug. The Site preparation, leveling and compaction was done by the Bamyan Municipality as a part of its contribution in the MIF project.

The Coffee Shop and Park construction Project: The project is under vetting process and yet to be started.

Community Engagement

On 12 October, the Bamyan municipality with the support of RAMP UP East and coordination from the Education Directorate and DoWA celebrated the International Girl Child Day in Sayed Abad High School. The ceremony was covered by local media including RTA, Bamyan Radio and Radio Paiwand. The ceremony was attended by 400 participants including the provincial Deputy Governor, the Deputy of Education Directorate, the Mayor, the Head of Women Affairs



Bamyan mayor speaks at International Day of the Girl Child

Directorate, representatives of the Independent Human Rights Commission, the provincial council members, civil society, the head of Ulama council, the youth and women association, the school's principal, teachers, students and their parents.

In his opening remarks the mayor said, “On December 19th, 2011, the United Nations General Assembly adopted to declare October 11, as the International Girl Child Day to recognize girls’ rights and the unique challenges girls face around the world. In Afghanistan a lot of positive changes have occurred in the past few years, more girls are attending school, however there are still challenges that need to be tackled by individual citizens and the government.”

Gender and Youth Activities

This month RAMP UP EAST awarded a small grant to support women entrepreneurs to strengthen the involvement of women in municipal decision making. The Youth Health and Development Organization will implement the project. The duration of the project is three months and will end on 31 January 2014.

CHARIKAR MUNICIPALITY

PROVINCE: PARWAN

Capacity Building

Public Finance

The Public Finance Advisor mentored Bagram, Sayed Khail and Jabol Seraj district municipal finance and revenue officers on accounting principles such as recording, journal entry, roles of debit and credit, and how to review current and non-current revenues. They were also invited for a seminar on the second phase of the district mentoring program.

The Municipal Engineer has been assisted to further evaluate and calculate the cost estimation for municipal assets with emphasis on:

- Municipal buildings
- Municipal halls
- Municipal asphalt roads
- Municipal concrete roads

The Municipal Finance Manager is using the RAMP UP East Bank reconciliation template on a monthly basis. The Municipal Finance Manager's accounting training continued with more detail on the distinction between current and non-current assets.

The Public Finance Advisor and the Finance Officer reviewed and improved the physical protection of filed documents and their identification numbers.

This municipality was one of the eight municipalities that participated in the Sustainable Capacity Survey.

Mentoring of District Municipalities

Mentoring sessions were conducted during a four-day period from October 20 to 23 focusing mainly on:

- Identification of revenue sources
- Classification of revenues into fixed and non-fixed
- Fixed and non-fixed revenue forecasting
- Revenue improvement action planning (RIAP)
- RIAP-based revenue forecasting

Participants were also given the opportunity to exchange views and experiences on revenue generation in general as well as on the collection of specific revenues.

Due to the unstable security situation in its immediate vicinity, Saya Gerd Ghorband was not able to send participants to the mentoring sessions.

Service Delivery

Solid Waste Collection

The municipality's total collection volume reached 970 cubic meters for a weekly average of 323, representing a decline from the 346 cubic meters reported during the previous month. From 38%, collection backlog as a percentage of waste generation again rose to 46% or about the same level as the 47% recorded in August.

The municipality's collection performance for the month is summarized in the table below.

Waste Collection Summary
Municipality: Charikar
Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	38	228	8	162	50	80	600	330	-	-	8.7	1.4	41.3	20.3	2.0
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	38	228	8	162	45	75	600	320	-	-	8.4	1.4	40.0	20.3	2.0
4	38	228	8	162	50	65	600	320	-	-	8.4	1.4	40.0	20.3	2.0
Total	38	684	8	486	145	220	1,800	970	-	-	25.5	1.4	121.3	60.8	2.0

Engineering Capacity Building

Charikar Municipality was assisted in monitoring the start-up of the MIF-funded Park Renovation Project. The RAMP UP East engineer inspected the demolition of the existing boundary wall and recommended site clearance and the removal of debris.

Municipal Incentive Fund Projects

The Renovation of the Water Reservoir Project. The renovation works of the Water Reservoir; specifically excavation for the outlet pipe started on October 30, 2013; the contractor provided a storage area for the construction materials succeeding by the delivery of materials to the site.

The Renovation of the Public Park Project. The project was initiated on October 28th, 2013, existing unnecessary wall was demolished and removed from the site which was followed by the site clearance and delivery of construction materials to the project site.

The Rehabilitation of the Gul Ghondi Park Project in Charikar is pending vetting notice of eligibility clearance and has not yet started.

Community Engagement

The municipality of Charikar updated its five notice boards on a weekly basis during the month of October. The Charikar Municipal Administration Manager pasted information about the Safayi fee collection procedure, the Mayor's message about International Day of the Girl Child, and an update about service delivery projects and announcements.



Charikar municipal officer updating notice boards, Oct 9th

Gender and Youth Activities

On October 6th RAMP UP East's grantee, Women Vocational Training and Agriculture Service Organization (WVTAO) in a ceremony in the municipal hall, officially announced the start of the Strengthening Neighborhood Support Small Grants Program. The ceremony was attended

by 120 individuals including the MAB chairperson and members, Wakil e Guzars, women's organizations, youth groups, and city council members.

Ms. Nazifa Hofiani, Director, explained the purpose of the project. She said through this project 50 senior citizens will receive training about citizens' role in solid waste management and protection of public properties. The elders will serve as neighborhood watch to ensure citizens dispose their trash in the designated areas. In addition to training on solid waste management and citizens' role in the process, the trainees will also be trained on the concepts of gender and governance.



The opening ceremony of small grant projects in Charikar Oct 6th.

This month RAMP UP East grantee, Women Vocational Training for Agricultural Services Organization (WVTASO) trained 50 senior citizens (25 women, 25 men) in roles and responsibilities of the Municipality and citizens and gender and governance. Trainees included senior citizens that had been identified in consultation with Charikar Municipality, DoWA, and Wakil e Guzars. These senior citizens have been enrolled in the three month Strengthening Neighborhood Support to Municipalities small grants program to serve as advocates in neighborhood watch groups to oversee the disposal of solid waste in designated areas and educate the public in their and the municipality's roles and responsibilities. This will not only assist the municipality and the Wakil e Guzars in keeping their city and surroundings clean, it will also engage unemployed seniors and allow them to gain status in their communities. The training for senior citizens consist of roles and responsibilities of municipalities and citizens, gender sensitivity briefing, governance, proper waste management procedures, as well as how to organize effective neighborhood watch groups.

Eleven women citizens between ages 36-50 from Guzar e Khalifa Safa, Charso, Parchayee 11, Parchayee 7, Guzar e Dehqanan, Guzar e Mir Said Ali, Parchayee 6, and Parchayee 9, led by three groups (8 persons in each group) held discussions with 329 women about the roles and responsibilities of municipalities and citizens, solid waste management, and keeping the environmental clean. These discussions took place between October 12 and 30.

Also five male trainees, senior citizens, held group discussions with 74 men and youth in their neighborhoods.

This month Charikar Municipality recruited, Ms. Palwasha, as archive officer. Palwasha is a graduate of institute of teacher training. Ms. Sajia, who was the administration officer, resigned from her post after she got married two weeks ago.

MAHMUD RAQI MUNICIPALITY

PROVINCE: KAPISA

Capacity Building

Public Finance

The quarterly revenue report was completed and dispatched to GDMA. Also, training was conducted under the district mentoring program for Tagab, Hesa1, and Hesa2. The training covered fixed and non-fixed revenue and municipal revenue profiling.

Following the mentoring program Tagab district municipal finance officer was trained on performance oriented budgeting. The municipal accounting manager was capacitated on consolidated income and expenditure statements and balance sheets.

Many loans to departments of state have not been repaid for some years. The Mayor has sent a formal letter to the governor's office requesting his support in recovering these monies which are necessary for the municipality's sustainability.

An electricity supply problem has forced the municipal finance function to revert to manual systems.

This municipality was one of the eight municipalities that participated in the Sustainable Capacity Survey.

Mentoring of District Municipalities

The mentoring started with a general overview on the process of preparing the annual budget proposal and the ensuing approval process. The structure of the municipal expenditure budget was also introduced, including the distinction between ordinary and development expenditures.

As an approach that municipalities may follow in formulating their expenditure budgets, the concepts and procedures for performance-oriented budgeting was discussed. Sample performance-oriented budgets for solid waste management and other municipal core functions previously prepared by provincial municipalities were presented. Practical exercises in the application of the approach were conducted.

The other mentoring sessions were devoted to the importance of and processes involved in convening and managing a citizens' forum. Participating district municipalities were assisted in preparing for the conduct of citizens' forums. They were also oriented on GDMA's Gender Mainstreaming Guidelines.

Service Delivery

Solid Waste Management

The municipality collected 294 cubic meters of waste out of a total waste generation of 300 cubic meters. The weekly average collection volume went down slightly to 98 cubic meters from 100 cubic meters during the preceding month. Collection backlog as a percentage of current waste generation went up to 2% from zero a month ago.

The municipality's collection performance for the month is shown in the table below.

Waste Collection Summary
Municipality: Mahmud Raqi
Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	18	114	3	40	100	32	100	98	-	-	5.4	0.9	32.7	13.3	2.5
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	18	114	3	42	100	36	100	100	-	-	5.6	0.9	33.3	14.0	2.4
4	18	114	3	40	92	35	100	96	-	-	5.3	0.8	32.0	13.3	2.4
Total	18	342	3	122	292	103	300	294	-	-	16.3	0.9	98.0	40.7	2.4

Mahmud Raqi sustained its public information campaigns, holding dialogues with municipal committees of different schools.

It also followed on the enforcement of the prohibition on sidewalk grabbing by shopkeepers, this time targeting the Sayad bazar. As a result of the campaign, sidewalks in the bazar were cleared of merchandise and other obstructions.



Mahmud Raqi's Sanitation and Greenery Manager enforcing the municipality's anti-sidewalk grabbing regulation

The Sanitation and Greenery Manager met with officials of the Public Health Directorate. They agreed to centralize the disposal of hazardous hospital waste collected by private contractors in the municipality's landfill so that this can be properly monitored.

Municipal Incentive Fund Projects

RAMP UP East *Children's Park Project*. The Children's Park Project MIR-0022 opening ceremony took place on November 03, 2013 and had the mayor, government directors and citizens as participants. Shuttering works were started and materials like crushed gravel and sand were delivered to the project site.

Community Engagement

On 2 October, the Mahmud Raqi municipality sent an official letter to DoWA, the Youth department, Ministry of Labor, Social Affairs, Martyrs and Disabled (MoLSAMD) and Information and Culture department and requested them to introduce their candidates for the municipal advisory board before October 10th.



Mayor cutting the ribbon in the opening ceremony of Children Park Project Mahmud-i-Raqi.

The Mahmud Raqi citizens elected 15 MAB members including 2 females on Oct 22nd. On October 28 RAMP UP East briefed the

members about their terms of reference and the sub-committees. On October 30 the members elected Mr. Abdul Hamid as the chairperson, Mr. Najibullah and Ms. Gulalai Naseri as the deputies and Mr. Rahmatullah as the secretary of the board for the duration of one year.

Gender and Youth Activities

On 10 October, the municipality with support from RAMP UP East, observed the International Day of the Girl Child in an event that was attended by 15 female students from the nearby schools, a DoWA representative, and school officials. The Municipal Administration Manager delivered the Mayor's message to the participants in which he stated, "Dear children, please accept my heartfelt congratulations on the occasion of the International Girls' Day. This day reminds us that your hard work and contribution makes a huge difference in society. Girls all over the world face discrimination and tremendous challenges and it is time to bring an end to that. As your mayor, I pledge that I will do everything in my power to support women's employment at the municipality and I call on you to encourage your female family members and friends to apply for vacant positions..."

Coordination

On 7 October, the infrastructure sector and natural resources monthly meeting was conducted in Kapisa-RRD department, chaired by Director of RRD Eng. Hayatullah Farhang the meeting was attended by heads of sectorial departments and donors representative. Mr. Mahmud Khan, Municipal Service Manager presented the progress and achievements report of the municipality in the past two months. He added that "...despite several notifications, government offices are not paying their Safayi fees to municipality. If we expect citizens to pay their fees then government entities should also respect this as no one should be above the law." The director of Mining asked the municipality representative to state the amount the government entities owes to the municipality and name them in meetings. Mr. Mahmud said, the amount is AFN 13 million and the departments are public health, traffic and agriculture departments.



Mahmud Raqi Participants during the meeting from infrastructure departments on Oct 7th.

Mr. Jawed from Rural Rehabilitation Directorate said for future PDC meetings there should be a proper agenda and discussions should be based on that. He said the problem of delay in construction of Albironi University boundary wall, destruction of road along the Nejrab hill, and development of electricity distribution network are left unresolved due to absence of key decision makers in this meeting. He suggested the meeting should be adjourned as there is no point bringing up problems in the absence of authorities. The meeting ended without any result.

On October 22nd the Provincial Development Committee (PDC) held a meeting in the governor's office. The RAMP UP East acting team leader attended along with heads of provincial line directorate, NGOs and donor representatives. The Director of Economy, Abdulrab Kohistani, said PDC meetings are important for information sharing at the provincial level, but, in recent months attendance by government officials have been weak.

Director of Agriculture, Irrigation and Livestock said “The French corporation office is going to reopen its office in Kapisa. The corporation has allocated two million dollars for projects in Kapisa of which 700,000 will be spent on agricultural related activities that will include building a cold house and an irrigation system.”

BAZARAK MUNICIPALITY

PROVINCE: PANJSHIR

Capacity Building

Public Finance

Training was conducted for municipal counterparts on distinguishing between current and non-current assets. The Public Finance Advisor assisted the Acting Municipal Accounting Manager on the following topics:

- Further enhancements on the immovable assets register
- Recognition of revenue and expense transactions
- Procurement procedures and form completion in the municipality.
- Asset registration and Accounting

He also met the new mayor and discussed all financial related matters in the municipality.

Service Delivery

Solid Waste Collection

Based on the total collection of 100 cubic meters, the weekly collection volume averaged 33, a slight improvement over the 32 cubic meters collected during the previous month. Collection backlog as a percentage of waste generation went down to 9% from 10% a month ago.

Waste Collection Summary

Municipality: Bazarak

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	4	8	2	4	34	12	35	33	-	-	8.3	4.1	16.6	2.0	8.3
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	4	8	2	4	34	15	40	36	-	-	9.0	4.5	18.0	2.0	9.0
4	4	8	2	4	34	13	35	31	-	-	7.8	3.9	15.5	2.0	7.8
Total	4	24	2	12	102	40	110	100	-	-	25.0	4.2	50.1	6.0	8.3

A meeting with officials and student representatives of Anaba High School in Bazarak resulted in a plan to conduct a public briefing of all students on environmental sanitation, particularly the proper handling and disposal of solid waste.

Solid Waste Collection

Engineering Capacity Building

The RAMP UP East Engineer made a visit to the Public Latrine Construction Project. He ensured that the number, size, and spacing of the foundation's reinforcements satisfy the specifications and the placement follows the design drawings.

Municipal Incentive Fund Projects

The Solar Energy System Project: The start of this project is pending receipt of the notice of eligibility from the vetting unit for the selected vendor..

The Public Latrine Construction Project: The Layout of foundations was specified for the Public Latrine Construction Project followed by the excavation and formwork for foundations was completed. A series of on-going activities are stated below:

- Concrete pouring for column elements.
- Form work of Ring beams and column
- Stone masonry works
- Backfilling and compaction round the excavated area.



Column Reinforcement Placement in Public Latrine Construction Project, Panjshir Municipality

Community Engagement

On 2 October, Bazarak Municipality and the governor’s office hosted a meeting with participation of 180 citizens to introduce the new mayor, Mr. Sana Panah. The new mayor was introduced by Amin Kakar of GDMA. He and the deputy governor thanked the former mayor, Abdul Khabir Bakhshi for his tireless efforts in making Bazarak a better city as the mayor of the newly established city of Bazarak. The new mayor has a Bachelor’s degree in Philosophy and Sociology from Kabul University. Previously he was the Personal Secretary of Second Vice President, Karim Khalili. Mr. Panah said, “I am here as a civil servant to serve you. My office door will always be open; please share your suggestions and feedback with me and my staff. It is an honor to be at your service.”

On 2 October, the Bazarak Municipality organized the opening ceremony for the public latrine project supported by RAMP UP East. The new Mayor Mr. Sana Panah, deputy governor along with Bazarak citizens placed the foundation stone. The mayor said, I am proud of serving for my people as mayor and thanks for donors especially for USAID its initiatives and kind support.

On 2 October, the Municipality of Bazarak hosted a citizen forum with the participation of 53 citizens including 13 females. The forum was chaired by the Acting Admin and Finance officer. Participants included Civil Society, Governmental Departments, Community Representatives, Media, Municipality staff and ASGP/UNDP representatives. The chairperson provided information about municipality activities and discussed the Municipal Advisory Board establishment.

Shah Mohammad, Community Representative of Rukha District said, “The construction of the public latrine is very good news, but the location is not suitable. The current location is not easily visible.”

Ms. Alia Seraj Head of Panjshir Women’s Assembly said. “Lack of an effective solid waste collection program has created an environment in which



The opening ceremony of public latrine in Bazarak.

people cannot trust the municipality. While we understand the municipality's limitations in collecting waste in a timely manner, the municipality has not been successful in raising awareness."

The chair said, "We have had problems finding a proper location for the public latrine as well as for a slaughterhouse, unfortunately, due to lack of land we have not been successful." He said the municipality will install 30 additional bins to address citizens' concerns. Efforts are being made to raise awareness in schools about citizens' roles and responsibilities in solid waste management.

The RAMP UP East team worked with ASGP staff in Bazarak in establishing the Municipal Advisory Board. A meeting was held with the CDC and DDA members from Rukha, Bazarak, Onaba and Parukh to explain the board's scope of work and request the participants to introduce their representative as board members.

On October 27th, the municipality of Bazarak held an opening ceremony for the Trash Bins Project with participation of more than 25 citizens including the Deputy Governor, Mayor, Chief of Police and other government officials.

Coordination

On 1 October, a coordination meeting was held with the education department manager of Rukha District. RAMP UP East's public administration embedded advisor and Municipal Sanitation and Greenery Officer, discussed the role of school children in keeping the city clean. In addition to this the participation of Women School Teachers in Municipality events and ceremonies were also discussed. The education manager promised to encourage female teachers to participate in municipality meetings.

Gender and Youth Activities

Bazarak's newly appointed mayor delivered a message, drafted by the RAMP UP East team, through Radio Khorasan highlighting the importance of girls' education and access to modern technology. The mayor's message was circulated in boys and girls schools in the city.

This month RAMP UP East grantee, Women Vocational Training for Agricultural Services Organization (WVTASO) trained 50 senior citizens (25 women, 25 men) in roles and responsibilities of municipalities and citizens and gender and governance.

Trainees included senior citizens that had been identified in consultation with Charikar Municipality, DoWA, RAMP UP East and Wakil e Guzars. These senior citizens have been enrolled in the three month Strengthening Neighborhood Support to Municipalities small grants program to serve as advocates in neighborhood watch groups to oversee the disposal of solid waste in designated areas and educate the public in their roles and the municipality's roles and responsibilities. This will not only assist the municipality and the Wakil-e-Guzars in keeping the cities clean, it will also engage unemployed seniors and allow them to gain status in their communities. The training for senior citizens consist of roles and



Concrete Trash bins opening ceremony in Bazarak on Oct 27th.

responsibilities of municipalities and citizens, gender sensitivity briefing, governance, proper waste management procedures, as well as how to organize effective neighborhood watch groups.

Nine female citizens between the ages of 39 and 61 from Astana, Barqol, Mala, Frobal, Shast, Shaikhan, and Qabazan villages held five group discussions with 386 women in their neighborhoods. The Male trainees conducted group and individual meetings with 109 citizens in their neighborhood about citizens' roles in solid waste management and protection of public properties.

JALALABAD MUNICIPALITY

PROVINCE: NANGARHAR

Capacity Building

Public Finance

The Orientation meeting was held about the District mentoring program detailing responsibilities to provide an introduction for all participants. The Internal survey was finalized and dispatched after quality control.

A two-day training course was held on performance-oriented budgeting for four district municipalities.

Mentoring of District Municipalities

The kick-off meeting between the mentoring team and the mayors of Rodat, Surkh Rod, Kama, and Bati Kot was held on 2 October. The training of revenue officers in revenue forecasting and revenue improvement action planning, including practical exercises in the calculation of fixed and non-fixed revenues, followed on October 8 and 9.

The district municipal accounting officers, meanwhile, attended separate sessions on performance-oriented budgeting on October 9 and 10.

During the succeeding sessions, the district municipal revenue officers were guided in the review and refinement of their fixed and non-fixed revenue forecasts and in entering these in Form B1. Also, the district municipal mayors and public administration managers were oriented on how to conduct citizens' forums for the identification and selection of next fiscal year's development projects.

Service Delivery

Solid Waste Collection

The average weekly collection in the municipality again went up, but at a more modest pace compared to last month, to 1,086 cubic meters from 1,081 cubic meters. Collection backlog as a percentage of waste generation likewise improved by a percentage point to 6% from 7%.

Waste Collection Summary

Municipality: Jalalabad

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	70	350	19	317	128	223	1,154	1,083	-	-	15.5	3.1	57.0	16.7	3.4
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	70	350	19	317	131	215	1,169	1,090	-	-	15.6	3.1	57.4	16.7	3.4
4	78	390	20	319	131	212	1,152	1,085	-	-	13.9	2.8	54.3	16.0	3.4
Total	73	1,090	19	953	390	650	3,475	3,258	-	-	44.6	3.0	171.5	50.2	3.4

For two days, from October 6 to 7, the mayor of Jalalabad held dialogues with wakil gozars and other community leaders to enlist their support in reminding citizens to perform their duties in making the city clean. The mayor admitted to the forums that the municipality does not have the resources necessary to mobilize more collection vehicles and collection

workers and that it will not be capable of maintaining cleanliness by itself without the citizens' cooperation and involvement. The meetings were covered by the local media.

Engineering Capacity Building

The RAMP UP East engineer provided technical supervision to an asphalt road repair job in the 2nd zone of the municipality. He advised the municipal engineer on the method of repairing ruts and patches on the asphalt layer of the road. He also supported the municipality in monitoring the start-up of the MIF-funded Electric Street Light Construction Project (RUE-JBD-0015).

Municipal Incentive Fund Projects

The *Electric Street Lighting Installation Project*. The RAMP UP East Engineers and Municipality engineers identified and marked the locations for each pole's foundation according to the project documents (site plan).

Community Engagement

On 28 October, Jalalabad municipality published its 11th issue of Jalalabad Municipality Quarterly Newsletter in 1000 copies. It covered 13 topics including the Mayor's message to citizens on solid waste collection, report on construction projects, a GDMA visit brief, the consequences of corruption, introduction of municipal advisory board members, civil societies' responsibilities, women empowerment, gender mainstreaming, Inspection Manager Interview briefs, and information about zone one of Jalalabad city.



The mayor of Jalalabad with wakil gozars and city elders discussing how to generate citizens' support in maintaining the cleanliness of the city

Gender and Youth Activities

To facilitate universal observance of International Day of the Girl Child throughout the RAMP UP East municipalities, the RAMP UP East Team Leaders briefed the mayors and other municipal officials about the history of the day. With the exception of Sharana and Mehterlam all other mayors expressed interest in celebrating the day. Brainstorming sessions were conducted in 11 RAMP UP East municipalities facilitated by the RAMP UP East Public Administration Embedded Advisor and the participation of the mayors and municipal staff.



_____ speaking about her dreams

At the request of some mayors, the RAMP UP East outreach, gender and youth team drafted messages about the history and significance of 11 October, which was then customized by the mayors to reflect the circumstances in their respective

municipalities.

The Municipality of Jalalabad celebrated the International Day of the Girl Child today (9 October 2013) at the municipal meeting hall. Municipal officials welcomed some forty citizens, including 30 male and female students from Bibi Zainab and Kandahar High Schools along with their principals, and representatives of the Departments of Education and Women's Affairs.



Jalalabad Municipality celebrates International Day of the Girl Child

The deputy mayor welcomed the students and talked about the history of the day. He said, "It is the first time we are celebrating this day in Jalalabad." He then asked if any of the participants were aware of the theme for this year. No one said anything. Then the deputy mayor announced, "This year the theme is the importance of girls' access to science and technology. Our youth, both boys and girls have shown extraordinary talent in sports and other fields. I am confident if we provide the same opportunities to our girls when it comes to technology, we will have great achievements."

██████████, a fourth grader from Bibi Zainab high school, said: "We have big dreams that we want to achieve. But often our dreams are crushed by different reasons because we are girls. I can promise that we can do a lot of good things if we are allowed."

The municipality provided stationary and brochures containing information about municipality to the students, and the event was covered by Radio Television Afghanistan (RTA).

At the end of the event, the deputy mayor delivered a message specifically for parents and educational institutions and requested they work to better provide equal opportunities to all girls.

Coordination

On 3 October, RAMP UP east hosted the deputy mayor of Jalalabad, Engineer Hakim, for a meeting in the project's Kabul office. RAMP UP's Chief of Party explained the project capacity building and service delivery activities, the importance of women's participation and employment as well as revenue generation and public outreach.

The deputy mayor said, "We are grateful for the support and the systems RAMP UP has provided. These tools and systems have enabled the municipality to provide better services to its citizens." In regard to women's employment the deputy mayor said, "Although we have limitations in our Tashkeel, we did announce some new positions recently but women did not apply." He added that the municipality was willing to recruit women as street sweepers and as sanitation crew in the future.

The RAMP UP East COP and Cross-cutting advisor reminded the mayor about the gender mainstreaming guideline and the importance of exploring different ways to reach out to women when vacancies are announced. These may include advertising the vacant positions in Nangarhar University, DOWA and among civil society groups. It was also discussed that the municipality should look into ways to provide an enabling environment and basic facilities for women within the municipal compound.

The deputy mayor requested RAMP UP East's support in constructing a landfill, provide tools such as shovels, gloves, masks, trash bags for use during *Hashar* and complete the property registration in Nahya 4.

A meeting was held with Eric E. Dolbeare (USDA Senior Advisor) on October 10th at FOB Fenty (Jalalabad Airport Army Base) regarding the agri-business training in Jalalabad city. The training will be facilitated by USDA. RAMP UP East will provide lunch and refreshment to participants of the meeting.

ASADABAD MUNICIPALITY

PROVINCE: KUNAR

Capacity Building

Public Finance

The annual internal survey was finalized and dispatched to RAMP UP East. Bank reconciliation was completed for last month using the RAMP UP East Template. Considerable work was completed on reconciling contractor tax deductions with remittances to the Ministry of Finance. Reports were designed for individual contractors detailing tax deductions.

The Public Finance Advisor mentored the municipal counterpart in payroll and assisted the finance officer in preparing the forms M3, M10 and M16 for purchasing equipment and supplies.

The Public Finance Advisor also mentored the municipal finance officer on Annual Financial Statements for 1391 concentrating on the calculation of depreciation, consolidated income and expenditure statements, and balance sheets.

Asadabad was one of the eight municipalities that participated in the Sustainable Capacity Survey.

Service Delivery

Solid Waste Collection

The municipality's average weekly collection went up again to 63 cubic meters from 52 cubic meters during the previous month. Collection backlog as a percentage of waste generation remained the same at almost 11%.

The municipality's collection performance is summarized in the following table.

Waste Collection Summary

Municipality: Asadabad

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	16	96	4	32	42	8	70	63	2	12	3.9	0.7	15.8	8.0	2.0
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	16	96	4	32	48	8	70	63	2	12	3.9	0.7	15.8	8.0	2.0
4	16	96	4	32	47	8	73	64	2	12	4.0	0.7	16.0	8.0	2.0
Total	16	288	4	96	137	24	213	190	6	36	11.9	0.7	47.5	24.0	2.0

The municipality's Cleaning and Greening Manager held a dialogue with representatives of Nawabad Bazaar on the proper disposal of market waste.

Engineering Capacity Building

The RAMP UP East embedded engineers monitored the construction of the first floor of Asadabad trade center Block C. They explained the proper placement of reinforcements to the municipal engineer. Additionally, they monitored the concrete pouring for the second

floor, where they instructed the municipal skilled laborers to properly install the formworks in order to avoid the leakage of cement slurry.

Likewise, they observed the construction of the foundation for Asadabad trade center Block D. They monitored the boulder filling work and gave instruction to properly fill the gaps between the boulders to avoid settlement in the future.

They also visited the *Solar Light Construction Project* for which they advised the municipal engineer to deepen the foundations according to what the design drawings call for.

Municipal Incentive Fund Projects

Asadabad Solar Street Lighting Installation Project:

The locations for each light pole have been specified and marked by the RAMP UP East Engineer and Municipal Engineers as per the site plan. Work related to the excavation for foundations was initiated in Nawabad bazar and was followed by the placement of reinforcement, rebar, pouring of concrete and placement of the anchor bolts and base plates.



Concrete casting and installation of anchor bolts

Community Engagement

The citizen of Asadabad elected 19 MAB members including two females on 23 October. The internal election for choosing a Chairperson, a Deputy Chairperson and a Secretary will be held on 4 November.

The new RAMP UP East team leader, [REDACTED] who joined the office this month, held several meetings with the mayor and other municipal officials to discuss the capacity building efforts and the MIF projects. At the request of the mayor the team leader will lead some in-class training in management, planning and governance to municipal officials. The team leader also met with DoWA, the Youth department and associations to discuss women and youth's participation in municipal affairs.

MEHTERLAM MUNICIPALITY

PROVINCE: LAGHMAN

Capacity Building

Public Finance

An orientation session was held on the District municipality mentoring program. The briefing centered on the second round training elements.

Qarghai district officials were trained on performance oriented budgeting, revenue forecasting and budget preparation for year 1393.

Mentoring of District Municipalities

The mentoring sessions conducted for three days from October 7 to October 9 were devoted to practical exercises in the identification and classification of fixed and non-fixed revenue sources, revenue improvement action planning, and revenue forecasting.

Qarghaee succeeded in preparing and refining its revenue forecasts and in summarizing and entering these in Form B1. Its officials were then oriented on the concepts and processes of performance-oriented expenditure budgeting.

Service Delivery

Solid Waste Collection

The municipality's collection performance continued to improve. From 179 cubic meters during the previous month, weekly collection volume increased to 188 cubic meters. Similarly, collection backlog as a percentage of waste generation was further sliced by five percentage points to 28% from 33% a month earlier.

Waste Collection Summary

Municipality: Mehterlam

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol/Trip (m3)
1	37	222	3	48	130	6	260	188	1	6	5.1	0.8	62.7	16.0	3.9
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	37	222	3	48	135	5	260	188	1	6	5.1	0.8	62.7	16.0	3.9
4	37	222	3	48	133	7	260	188	1	6	5.1	0.8	62.7	16.0	3.9
Total	37	666	3	144	398	18	780	564	3	18	15.2	0.8	188	48	3.9

The RAMP UP East Public Works Advisor assisted the municipality in preparing a maintenance checklist for the recently completed concrete trash bins, an MIF-funded project.

Engineering Capacity Building

In the construction of an underground market, the RAMP UP East engineers instructed the municipal skilled laborers on the proper method of rebar bending. They also explained to the municipal workers the designed proportions of concrete mix.

Municipal Incentive Fund Projects

The Solid Waste Enclosure Construction Project: Activities related to this project were successfully completed on October 28th, 2013 and the final inspection is to be performed by QA/QC in the coming month.

The Electric Street Lighting Installation Project: The excavation, formwork, placement of reinforcements and pouring of concrete required for the construction of the foundations for the light poles are proceeding.



Foundation excavation of light poles in Street Light Installation Project, Mehterlam Municipality

Gender and Youth Activities

After sharing the brief from Jalalabad municipality about the celebration of October 11, the mayor of Mehterlam assigned the municipal office manager, who was assisted by the RAMP UP East Economic Development Embedded Advisor, to read out his message to the students of nearby schools. The mayor had previously said the day has nothing to do with municipality affairs. The office manager and RAMP UP advisor met with the Director of Education and shared the mayor's message with him. However, the Director said observance of the day is not recognized by the Afghan government; therefore he does not have the authority to celebrate the day. Through personal connections the RAMP UP East and municipal staff then met with the Mastorat high school principal who welcomed the initiative and organized a gathering of students and teachers in the afternoon. The municipal representative read out the mayor's message to the students in which the mayor highlighted the significance of the day and encouraged the female students to study hard and make their province proud like Shakar Dokht from Daikundi who is studying for her doctorate degree abroad and is now working to find a simple and affordable cure for cancer treatment.

Gender Mainstreaming

On October 27, RAMP UP EAST awarded a small grant to the Peace Organization to implement the strengthening neighborhood support to municipalities in Mehterlam. The purpose of the project is to train senior citizens to serve as advocates in neighborhood watch groups to oversee the disposal of solid waste in designated



UNDP/ASGP and RAMP UP East Advisors discuss preparation for the MAB election in Mehterlam

areas. This will not only assist the municipality and the Wakil e Guzars in keeping the cities clean, it will also engage unemployed seniors and allow them to gain status in their communities. The training for senior citizens will consist of roles and responsibilities of municipalities and citizens, gender sensitivity briefing, governance, proper waste management procedures, as well as how to organize effective neighborhood watch groups. The duration of each project is 3 months.

Coordination

On 28 October, the RAMP UP East Mehterlam office Team Leader and Public Administration advisor held a meeting with UNDP/ASGP Mehterlam municipal office staff to exchange information about support to the municipality and the municipal advisory board elections. Both parties went through the list of tasks that needed to be done before, during and after the elections.

GARDEZ MUNICIPALITY

PROVINCE: PAKTIA

Capacity Building

Public Finance

The Public Finance advisor worked with the municipal accounting manager on the 1391 balance sheet. The Municipal counterpart was assisted in entering all 1391 revenue and expenditure transactions into a standard balance sheet template. The value of municipal assets was also calculated and placed in the balance sheet. The balance sheet is under review now in the Kabul office.



Public Finance advisor presenting the municipal budget preparation process to district municipal staff in Gardez.

The District mentoring program continues with the Gardez Mayor writing an official letter to District Mayors to ensure attendance for at least two days per week for the program.

Three district municipalities, Zurmat, Chamkani and Sayed Karam, were trained in performance-oriented budgeting as part of the district mentoring program. The GDMA budget forms were introduced and solid waste management performance indicators for these districts were also identified.

The Public Finance and Economic Development advisor worked with district municipalities Zurmat District, Chamkani District and Sayed Karam District on revenue forecasting and budget preparation for year 1393. All these three districts forecasted draft revenue for the next year and expenditure forecasting is in progress.

Mentoring of District Municipalities

The program continued in Gardez with an orientation of performance-oriented budgeting followed by practical exercises in the preparation of performance-oriented budgets for sample municipal services and core functions.

Officials from the three district municipalities of Zurmat, Chamkani, and Sayed Karam were guided in the identification and forecasting of revenues from fixed and non-fixed sources as well as in accomplishing the Form B1-Revenue Budget.

An orientation on the organization and management of public consultation forums was also provided.

Service Delivery

Solid Waste Management

Total waste collection volume reached 930 cubic meters for an average weekly collection of 310 cubic meters compared to 311 cubic meters during the previous month. Collection backlog as a percentage of solid waste generation remained at about 20%.

The municipality's collection performance is summarized in the table below.

Waste Collection Summary
Municipality: Gardez
Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol./Trip (m3)
1	24	144	5	73	87	36	390	307	-	-	12.79	2.13	61.40	14.6	4.21
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	24	144	5	75	87	36	390	313	-	-	13.0	2.2	62.6	15.0	4.2
4	24	144	5	74	87	36	390	310	-	-	12.9	2.2	62.0	14.8	4.2
Total	24	432	5	222	261	108	1,170	930	-	-	38.8	2.2	186.0	44.4	4.2

Engineering Capacity Building

Sidewalk construction activities were observed in Gardez’s park project. The RAMP UP East engineers rejected the poor compaction of the sidewalk bed and advised the municipal skilled laborers to perform re-compaction so that future settlements can be avoided.

The construction of the women portion of Gardez’s park project was also checked. The RAMP UP East engineers inspected the quality of PCC poured on top of the side ditches and instructed the municipal workers to maintain the proper water-cement ratio in the concrete mix.

Municipal Incentive Fund Projects

The *Solid Waste Enclosure Construction Project* has begun. The formwork preparation, reinforcement placement and concrete pouring are currently in progress.

RAMP UP East Solar Street Lighting Installation Project: The project commenced on 27 October, with the exact locations of the light pole foundations marked and specified by the site engineer which allowed the ongoing excavation work for foundations.



Foundation marking and excavation for Solar Street Light Construction Project Gardez Municipality

Coordination

Gardez citizens convened several meetings with support from RAMP UP East and Wakil e Guzars to discuss the municipal advisory board’s establishment, scope of work and

elections. Nahyas 3, 4 and 5 were able to nominate their representatives to the municipality, however elders from Nahya 1 and 2 could not agree on who to nominate as their representatives. The issue remained unresolved at the end of the month.

On 30 October the governor's chief of staff demanded that RAMP UP East install 12 solar light poles inside the governor's compound or else his security guards will shut down the RAMP UP East Gardez office. While RAMP UP East management was discussing the modification of contract for the



Gardez elders and community representative discuss municipal advisory board election.

implementation of the solar lights installation project to accommodate the governor's request, the governor's chief of staff called the RAMP UP team leader to his office and physically assaulted him. The governor's chief of staff also threatened that his security staff will take action to close down the RAMP UP office. To ensure the safety of the staff, RAMP UP East re-located the Gardez based team to Kabul until the resolution of the issue with the governor.

KHOST MUNICIPALITY

PROVINCE: KHOST

Capacity Building

Public Finance

District level officials have been briefed on the activity plan for the district budget mentoring program. District officials have been advised to take full advantage of this training. The Accounting Manager has received training on:

- Accounting for disposals of assets
- The distinction between capital {Capex} and operational expenditure and revenue [Opex]

Officials from Ali Shir and Yaqubai district municipalities were trained in performance-oriented budgeting, focusing on solid waste management.

A budget calendar has been developed for 1393. The Accounting Manager and officer were trained on revaluation of non-current assets. The Finance officer updated the M20 (expenditure ledger) without any technical assistance from RAMP UP East. The accounting manager has been mentored in financial advice arising from the review of third quarter outturns.

Mentoring of District Municipalities

The mentoring program continued, focusing on revenue enhancement and forecasting and performance-oriented budgeting. Practical exercises in these two budgeting activities were provided to participants. Simultaneous training in Excel, particularly in filling in the budget forms, was also conducted.

The mayor of Dwamanda approached the embedded advisory team and requested that the district municipality be included in the program even without the financial support extended to other district municipalities. This request was subsequently discussed with and approved by RAMP UP East management, which also agreed to extend the usual transportation and meal allowances to participants from the district municipality. With this development, the number of participating district municipalities has now increased to 31.

The mentoring program was temporarily suspended to give way to the national district municipal mayors' conference held on October 21-22.

When the program resumed, municipal district officials went through the process of identifying their revenue sources and forecasting the likely intake from each of them for the coming fiscal year. They then summarized the revenue forecasts and prepared draft revenue budgets using the government-prescribed Form B1. Succeeding sessions dealt with the preparation of the expenditure budget, starting with the underlying governance principles and processes for conducting citizens' forums for the identification and selection of infrastructure and service-delivery projects. The district municipality of Dwamanda participated for the first time in all



Orientation on citizens' forum (Khost, October 29)

these mentoring sessions.

Service Delivery

Solid Waste Collection

The municipality's average weekly collection decreased slightly to 281 cubic meters from 284 cubic meters. Collection backlog as a percentage of waste generation also deteriorated to 22% from 21%.

The following table summarizes the municipality's collection performance for the month.

Waste Collection Summary

Municipality: Khost

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol./Trip (m3)
1	26	156	6	75	72	67	340	267	-	-	10.3	1.7	44.5	12.5	3.6
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	26	156	6	79	78	73	378	300	-	-	11.5	1.9	50.0	13.2	3.8
4	25	150	6	72	73	65	359	275	2	12	11.0	1.8	45.8	12.0	3.8
Total	26	462	6	226	223	205	1,077	842	2	12	32.4	1.8	140.3	37.7	3.7

Khost developed and installed posters on city cleanliness.

Septic Tank Emptying - Khost

Total collection for the month reached 775 cubic meters. A total of 68 paying residential customers were served plus 16 non-paying government agencies.

Summary of Septic Tank Emptying Service Delivery
October 2013

Week	Collection Target				Actual Collection			
	Vol. (m3)	No. of Customers			Vol. (m3)	No. of Customers		
		Res.	Gov't	Total		Res.	Gov't	Total
1	270	27	6	33	275	28	8	36
2	70	6	2	8	-	-	-	-
3	-	-	-	-	265	21	4	25
4	270	6	2	8	235	19	4	23
Total	610	39	10	49	775	68	16	84

RAMP UP East financial support for the delivery of this service is due to end on November 9, after which only technical assistance focusing on the implementation of the transition and sustainability plan will be provided to the municipal government.

Engineering Capacity Building

RAMP UP East embedded engineers prepared the work plan for the repair of the Jirga Hall, including the design drawings for the hall's landscaping.

The RAMP UP East Engineers together with the municipal technical director made a monitoring visit to the ongoing Mujahid Market repair and instructed the construction crew to completely remove the soil from the market roof and to add tarpaper followed by burnt bricks prior to the placement of the soil layer on the roof.

Community Engagement

Khost Municipality completed the MAB election process on October 23. Citizens elected 22 members including 4 women. RAMP UP East Public Administration conducted a one-day orientation for MAB members about the Terms of Reference and the role and responsibilities of the six sub committees. The opening ceremony is going to be held on Oct 30th, in the

municipal meeting hall. Participants will be the newly elected MAB members, GDMA representatives, line directories, NGOs and other citizens from the city. The newly elected members voted for Mr. Kiramat Khan, representing local businesses, as their chairperson, Kamela Akbari, Director of Women's Affairs, as the deputy and Mr. Rasool Adil from civil society, as the secretary.



Khost MAB Election.

RAMP UP East public administration embedded advisor facilitated several briefing sessions for managers of six Nahyas and other key municipal officials about the scope of work of the municipal advisory board. The municipality also announced the MAB establishment through local radios.

On 28 October, the municipality of Khost held a radio roundtable at Kleed radio station for 50 minutes with the participation of the MAB Chairperson Mr. Kiramat Khan, Director of Afghan Social and Cultural Association, Mr. Zafar Khan, and Acting Mayor Nasir Ahmad.

The roundtable focused on MAB establishment and its member duties and functions. The acting mayor explained the MAB election procedure and creation of sub-committees. He said, "The board has 22 members including 4 women; the chairperson, deputy and secretary have been elected by the members." He added that the Khost municipality looks forward to effective recommendations on ways to improve service delivery. Kiramat Khan MAB Chairperson said, "The board members are divided into 6 working committees each committee is responsible to address the concerns of citizens and will share their findings and recommendations with the relevant municipal departments."

On 29 October, with technical support from the RAMP UP East Public Administration Advisor, Khost municipality published 1500 copies of its 13th issue of the monthly newsletter *Mili Ehsas*. The newsletter contained the municipality's message, children's drawing contest exhibition, information about MAB members and their duties and responsibilities; and rules and regulations of the greenery and sanitation department.

Gender and Youth Activities

On 26 October, the RAMP UP East grantee, Rehabilitation Organization for Women (ROW), concluded the first phase of the training of trainer's workshop for fifty senior citizens. The purpose of the project is to train senior citizens to serve as advocates in neighborhood watch groups to oversee the disposal of solid waste in designated areas. The trainees will then conduct face to face and group meetings with male and female residents in their neighborhoods.

PUL-E-ALAM MUNICIPALITY

PROVINCE: LOGAR

Capacity Building

Public Finance

The Position of Municipal Accounting Manager has been filled. Consequently the Public Finance Advisor began an intensive training program that included.

- Computer training
- Duties and roles for an Accounting Manager
- Work planning for finance sections

The training of the new Municipal Accounting Manager continued focusing on payroll, the new pay and grading system, and organizational structure.



*Refinement of revenue forecasts and completing Form B1
(Pul-e-Alam)*

The newly recruited Municipal Accounting Manager was briefed on expense sub ledgers (M20). And the accounting officers from Barakibarak and Mohammad Agha districts were trained on the annual municipal budget, performance –oriented budgeting, and completed practical exercises in performance oriented budgeting.

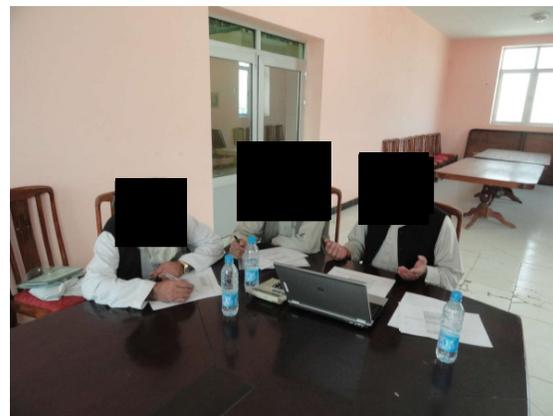
Mentoring of District Municipalities

The mentoring program started on October 7 with the orientation of the mayor and accounting manager of Barakibarak and the administrative manager of Muhammad Agha, whose mayor was earlier injured in an insurgents' attack and could not attend the session.

Continuation sessions were held on October 8 and 9 on the identification and classification of revenue sources, revenue improvement action planning, and revenue forecasting.

The district municipalities submitted their revenue forecasts on October 21. These were reviewed and on the same day summarized and entered in Form B1 for submission to the focal point in Kabul. During the sessions, certain issues and concerns raised by district municipalities on how to estimate were clarified.

The mentoring program then shifted to the preparation of the annual expenditure budget. An orientation on the application of performance-oriented budgeting was provided to the participants on October 23. The following day, the sessions dealt with the organization and management of citizens' forums as public consultation platforms for the identification and selection of development projects.



*Refinement of revenue forecasts and filling in of Form B1
(Pul-e-Alam, October 21, 2013)*

Service Delivery

Solid Waste Collection

The municipality's average weekly collection volume improved to 85 cubic meters from 69 cubic meters during the previous month. Collection backlog remained at the same level of 14% due to a bigger waste generation volume.

Pul-e-Alam's collection performance for the month is summarized in the table below.

Waste Collection Summary

Municipality: Pul-e-Alam

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	Formal	Informal	Generated	Collected	Mun. (No.)	Man-days	Vol./Crew (m3)	Vol./MDay (m3)	Vol./Truck (m3)	Trip/Truck (No.)	Vol./Trip (m3)
1	12	72	2	18	55	33	80	82	-	-	6.8	1.1	41.0	9.0	4.6
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	12	60	2	16	55	20	100	74	-	-	6.2	1.2	37.0	8.0	4.6
4	12	72	2	24	55	36	80	100	-	-	8.3	1.4	50.0	12.0	4.2
Total	12	204	2	58	165	89	260	256	-	-	21.3	1.3	128.0	29.0	4.4

Community Engagement

On 2 October, Pul-e-Alam municipality convened a citizen forum in DoWA meeting hall that was attended by 20 citizens including 19 women, the gender manager of DoWA, the Cultural manager of DoWA, the principal of Bi Bi Amina girls' high school and teachers. The forum was chaired jointly by the DoWA head, Shaima Zargar, and Habibullah Sadat, municipal media manager. The media manager said "We are very happy to convene a special citizen forum in Pul-e-Alam so that women can participate and share their problems and ideas with us."



Citizen forum view in Pul-e-Alam

The media manager briefed the participants on GDMA's policy on gender mainstreaming. He said, "Recently IDLG has approved a gender mainstreaming guideline for implementation by municipalities all over the country. We welcome this initiative and will do our best [to implement the guideline]."

Nafisa Baha, Bi Bi Amina high school principal said "Pul-e-Alam municipality must pay attention to gender equality in Pul-e-Alam municipality, and hire women in the municipality. We have many graduates who are looking for jobs." She added that "We need international organizations' support to monitor the implementation of NAPWA in Logar Province."

Pul-e-Alam municipality is working closely with the Department of Education to celebrate International Girl Child Day. Arrangements are in place for local radios to broadcast a recorded message from the mayor in which he talks about the significance of the day and encourages families and educational institutions to provide equal educational opportunities for girls especially in the areas of science and technology.

On 3 October, Pul-e-Alam municipality published 1,000 colored copies of its 29th issue of the monthly newsletter – Shahr-e-Ma, Khan-e-Ma (Our city, Our Home). The newsletter covered Municipal activities including the drawing contest exhibition, the citizen forum, opening ceremonies and municipality messages.

With support from RAMP UP East, on Oct 23rd, the citizens of Pul-e-Alam elected their municipal advisory board members that include 17 men and 4 women from 7 social organizations and residents.

An orientation to the newly elected members took place on October 28 followed by an internal election to elect the chairperson, deputy and secretary of the board on the 29th. The members will officially be introduced to citizens in the first week of November

Gender and Youth Activities

The Pul-e-Alam Department of Women’s Affairs, with assistance from RAMP UP East, hosted an event to celebrate the International Day of the Girl Child. The municipality’s property manager represented the mayor. 70 students including 10 boys from two schools were amongst the invitees.

Coordination

On 23 October, RAMP UP East team leader attended the Provincial Development Committee (PDC) meeting convened in Logar provincial governor office hall. Deputy Governor, Head of Provincial Council, Line Ministries Directorates and Representatives of NGOs were in participation. The Deputy Governor reviewed the last PDC meeting decisions and said the PDC meetings were very effective in resolving development related problems in a timely manner and in exchanging information and lessons learned. The mayor was asked to provide an update about the Pul-e-Alam water scheme project. The mayor said the municipality is in communication with the Ministry of Water and Energy to resolve some technical issues.



Published newsletter

SHARANA MUNICIPALITY

PROVINCE: PAKTIKA

Capacity Building

Public Finance

The Mentoring of district municipalities continues in Orgon and Khair Kut district. Officials were mentored on performance-orientated budgeting, fixed and non-fixed revenue sources, and GDMA budget forms.

Orgon and Khair Koot district officials were also trained in annual budget preparation, the M20 (Expenditure Ledger) and the monthly payroll.

Municipal revenue manager received training covering Financial Reporting and M20 form updating.

Mentoring of District Municipalities

The second stage of the mentoring program was implemented on October 8 and 9 with orientation sessions and practical exercises on:

- Performance-oriented budgeting
- Preparation of annual Tashkeel (personnel budget)
- Development (capital expenditure) and operating budgets
- Uses of Code 21, 22, and 25 of the annual budget
- Contents of Form B-10 (justification for the annual budget proposal)

Officials of Urgon and Khair Kut were trained on the importance of and processes involved in the organization and conduct of citizens' forums for the identification and selection of projects to be funded by the municipalities' development budgets during the coming fiscal year.

Service Delivery

Solid Waste Collection

Weekly collection averaged 56 cubic meters compared to 62 cubic meters during the previous month. Collection backlog went up again to 14% after going down by 10 percentage points to 8% in September.

Waste Collection Summary

Municipality: Sharana

Month: October 2013

Week	Collection Crew		Trucks		No. of Sites Serviced		Volume of Waste (m3)		Landfill Crew		Collection Performance Indicators				
	Mun. (No.)	Man-days	Mun. (No.)	No. of Trips	For-mal	Infor-mal	Gene-rated	Col-lected	Mun. (No.)	Man-days	Vol./ Crew (m3)	Vol./ MDay (m3)	Vol./ Truck (m3)	Trip/ Truck (No.)	Vol/ Trip (m3)
1	8	48	2	26	60	10	65	65	-	-	8.1	1.4	32.5	13.0	2.5
2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	8	40	2	20	50	8	60	50	-	-	6.3	1.3	25.0	10.0	2.5
4	8	48	2	20	50	6	56	53	-	-	6.6	1.1	26.5	10.0	2.7
Total	8	136	2	66	160	24	181	168	-	-	21.0	1.2	84.0	33.0	2.5

The series of radio broadcasts made by the Sharana mayor exhorting citizens to support the

municipality in its efforts to maintain cleanliness culminated in a Hashar held on October 8. The mayor himself donned the uniform of a solid waste collection laborer/street sweeper and led the cleaning of the city streets and drainage ditches.

Engineering Capacity Building

For the *Public Park Rehabilitation Project*, the RAMP UP East engineer recommended the proper curing of freshly constructed brick masonry wall. In addition, he briefed the municipal workers on the correct method of backfilling and compacting. He also explained to the municipal skilled laborers the method of preparing reinforcement mesh for culvert slabs in the *Culvert Rehabilitation and Construction Project*.



The mayor leading the sweeping of one of the streets in Sharana during the Hashar on October 8

Municipal Incentive Fund Projects

RAMP UP East Culvert Rehabilitation and Construction Project: The slab casting activity is in progress which is comprised of sub tasks like reinforcement placement and concrete pouring into the molds.

RAMP UP East Park Construction Project: As a part of the *Public Park Rehabilitation Project*, wall construction activities are ongoing as below:

- Excavation for wall foundation.
- Brick work.
- Curing

Community Engagement

On 8 October, the mayor of Sharana was interviewed by Local RTA Radio during the Hashar. The mayor said, "The purpose of the Hashar is to educate citizens about their responsibilities in keeping the city clean."

Sharana municipality updated the notice boards three times during the month of October. The Sharana municipal administration officer posted information on Safayi collection fee for citizens, the Mayor's Message on Oct 11th Girl's International Day, pictures, EID celebration Message from the Municipality and a message to the citizens regarding city cleanliness during Eid days.

Coordination

The RAMP UP East team leader attended a coordination meeting between the municipality and the Provincial Directorate of Economy on October 24. Participants reviewed the economic development activities in the city. They also emphasized information sharing and inclusion of youth and women in economic program developments.



Coordination among municipality, RAMP UP East and Economic department on Oct 24th.

Mr. Salarzoi, the Economic Director, said his colleagues have visited the Fruit and Vegetable market several times. "I myself visited the market the other day and I am pleased that the municipality with support from RAMP UP East has built this market. Without a doubt it will boost the local economy."



A coordination meeting with Director of DoWA, Oct 29.

On 29 October, the municipal revenue manager and the RAMP UP East embedded public administration advisor had a meeting with the

Director of DoWA, Ms. Bibi Hawa Khoshiwal in her office to discuss the GDMA gender mainstreaming guideline and women's participation in municipal decisions.

Ms. Khushiwal agreed with supporting the municipal gender mainstreaming guideline, she said "it is our desire to work in this field and we will assist the municipality in implementing the guideline." She also requested that the municipality build a park for women.

Gender and Youth Activities

On 27 October, the RAMP UP East grantee, Rehabilitation Organization for Women (ROW), concluded phase one of the training workshop in good governance in Sharana. The trainees included 40 males and 10 females. The training was conducted in the Sharana DoWA office. The trainees will then conduct individual and group meetings with male and female residents in their neighborhoods.

PARUN MUNICIPALITY

PROVINCE: NURISTAN

Community Development

On 6 October, the Parun municipality convened its second citizen forum, in the Finance Department meeting hall (Mostofiat), with participation of 62 citizens, including line department officials, businessmen, market owners, and local citizens. The forum was chaired by mayor, Delawar Eisa.

The participants discussed project implementation, as well as donor and central government (GDMA/IDLG) support. The participants asked the mayor to asphalt the internal roads, construct ditches on both sides of the roads and include street lighting, electricity, potable water, and solid waste trash bins inside the city.

The Mayor briefed the citizens on the municipality budget and fund availability, Safayi fee collection, service delivery and solid waste management. He further requested that citizens support the municipality and pay their Safayi fee on time. Abdul Basir, Wakil Gozar said “I would like to thank the USAID RAMP UP East project on behalf of our citizens for the 1 KM road asphaltting and we wish that RUE will support our municipality in the future.”

The Provincial Governor Chief of Staff Mr. Dawod said, “We have to support our municipality by paying the Safayi fee on time, obtaining property and business licenses and supporting the municipality with land acquisition. If we do not give our land to the municipality, how will the municipality build the new town in Parun city?” He asked the participants to think about the issue and come back with any suggestions or recommendations.

Gender and youth

In Parun there are limited opportunities for women to learn new skills. After several months of consultation with the mayor, the Director of Women’s Affairs and the Governor’s office, RAMP UP East developed a three month vocational training program for 20 women in Parun. The three month small grant program is implemented by the Women Human Rights and Media Organization (WHRMO). This month the grantee conducted training in basic tailoring, communication, gender sensitivity and governance. The trainees are between ages 24 and 30 who were identified in consultation with DoWA, that municipality and the provincial council. On October 27th, Provincial Council member, Mr. Karimullah visited one of the classes and said, “This is the first time in twelve years that I am seeing a project to improve women’s economic status. As a Nuristani citizen I would like to thank those national and international supporters who have funded and designed this project.”



Women in Parun learn tailoring and Zardozi.

On 29 October, RAMP UP East awarded a three month small grants program to Organization of New Era Afghanistan, a Nuristan based NGO to implement the Youth Empowerment through Self-Income Generating Activities- Carpentry/Furniture-Making small

grants project. The objective of the project is to link the municipality and Parun citizens, especially the youth. At the end of the project the trainees will have learned technical skills (advanced mechanical skills); cross-cutting skills (marketing/advertising, customer service); communication skills (confidence-building, making presentations, interpersonal skills, negotiation) governance and gender sensitivity. The duration of the grant is three months during which time 10 male youth will receive training and mentoring.

The Organization of New Era Afghanistan was also awarded the *Auto Repairing and Carpentry* small grants project to be implemented in Parun. The three month program was designed in consultation with Parun Municipality, the Youth Department and the Governor's Office. Beneficiaries of this program include 10 young Nuristani men who will receive training in advanced mechanical skills. Additionally, the trainees will learn about roles and responsibilities of citizens and municipalities, marketing/advertising, customer service and gender sensitivity and governance. The program will be monitored by Parun municipality.

Service Delivery

The Road Graveling and Lighting Construction Project work in Parun has resumed after an interruption caused by the access road to the municipality being blocked by insurgents. To date, the weather has supported continuation of the project and progress is being made. RAMP UP East has extended the period of performance of the subcontract for this work through 15 December, after which it is unlikely that the work will be able to continue due to weather conditions.



Site preparation and Excavation for the Road median, Parun Municipality

ANNEX 1 – SERVICE DELIVERY IMPROVEMENT PROJECTS (ONGOING)

#	Project #	Project title	Implm. method	Scheduled start date	Contract award date	Scheduled completion date	Anticipated completion date	Percent complete %	Status/Action
Khost									
1	KHO-0003	Septic Tank Vehicle and Service	PO & Dir Impl.	11-Jun-11	10-May-12	7-Jun-12	9-Nov-13	90%	Septic tank servicing has continued during the month
Parun									
1	PRN-0001	Road Graveling and Lighting Construction Project	Sub Contract	1-Jun-13	1-Jun-13	5-Sep-13	5-Sep-13	40%	Excavation of the roadway and drainage ditches is underway.

ANNEX 3 – COMMUNITY ENGAGEMENT ACTIVITIES

Community Engagement Monthly Report						For the Month of: October, 2013				
No	Municipality	MAB/Citizen Forum			Newsletter		Radio Programs / Media Outreach		Opening / Handover Events	
		Number	Attendance		Number	Total Number to Date	Number	Length of Program	Number	Name of Project
			Male	Female						
1	Bamyan (Bamyan)	0	0	0	0	12	0	0	0	0
2	Ghazni (Ghazni)	1	26	1	0	7	1	30-Minutes	0	0
3	Maidan Shahr (Wardak)	0	0	0	0	8	2	5+5-Minutes	0	0
4	Jalalabad (Nangarhar)	0	0	0	1	11	1	20-Minutes	0	0
5	Asadabad (Kunar)	1	14	1	0	19	0	0	0	0
6	Mehterlam (Laghman)	0	0	0	0	1	0	0	0	0
7	Charikar (Parwan)	0	0	0	0	7	0	0	0	0
8	MahmudRaqi (Kapisa)	1	16	2	0	10	0	0	1	Municipal Adviosry Board Opening Ceremony
9	Panjshir (Panjsher)	1	40	13	0	0	0	0	2	0
10	Gardez (Paktya)	0	0	0	0	3	0	0	0	0
11	Pul-e-Alam (Logar)	1	1	19	1	29	0	0	0	0
12	Sharana (Paktika)	0	0	0	0	2	1	0	1	RUE-SHA-008-Strengthening Neighborhood support to municipalities
13	Khost (Khost)	0	0	0	1	13	1	50- Minutes	1	Strengthening Neighborhood support to municipalities(RUE-KHO-013-010)
14	Parun (Nooristan)	1	62	0	0	0	0	0	0	0
TOTALS		6	159	36	3	122	12	110	5	0