



**FIRST**  
**QUARTERLY PROGRESS REPORT**  
El Salvador Housing Reconstruction

Submitted to: USAID

Submitted by: World Vision Inc.

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Prepared by: Franklin Perdomo

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## INTRODUCTION

This quarterly report covers the period from September 28 through December 31, 2001. It is the first narrative report for this project to USAID/EI Salvador.

In generating this report, all the staff directly or indirectly involved in this project held meetings to review the planned goals for the period, and to revise activities for the following quarter based on accomplishments to date.

Some of the obstacles presented during this period have been the selection process of the beneficiaries, which has required some additional steps, such as the ordering of the information of the beneficiaries, specifically regarding to the type of title deed obtained and its present situation at the Land Register.

A second item has been the locations of the beneficiaries in sketch, so that the engineers of USAID could effect the verification home visits; it has to be re-visited all the beneficiaries to properly locate them in the respective sketches and then complete the files submitted to USAID

A third item has been the fulfilling of the environmental guidelines; in some of the cases these had to be repeated because of the increased amount of beneficiaries in each sector, obligating to separate the sectors and effect a new environmental survey per sector.

This type of incidental situations, regarding to time and effort, has caused the delay of the project in approximately one and a half months.

Another important issue is that the resolutions coming from USAID and ILP are not at once; they made the resolutions by portions, most order by sectors.

The visits to beneficiaries are been made to 20 families per day; so, the total process will take approximately 15 working days, which means 21 calendar day.

All this time and expenses, was not take into consideration in to the proposal, as was said, this process is part of the learning process.

To date, the construction has not started in any of the selected places, because we have not obtained an official approved list by USAID and ILP, even though they have stated verbally that it has a 95% of approval of the documents presented.

Regarding to the house design, the corresponding designs have been developed and have been sent to USAID. According to these designs, the estimation of the necessary materials has been calculated for the house construction. Therefore, the bids and analysis have been made that require the internal purchase process, being ready to start the delivery of the materials and the construction of the houses once the first approved list is received from both USAID and ILP. The concrete design and laboratory tests are ready for the elaboration of the mixtures that will be used in the construction of the structural elements of the house.

Interviews have been held with the master builders and masons, in order to hire them at the moment of the start of the works. At present the administrative posts have been fulfilled, as well as the field management.

Meetings with ILP have been help with the purpose to follow up the approval process of the beneficiaries, having a training related to the types of title deeds and its corresponding treatment within the selection process.

Another covered item is the requirement of the location of the beneficiaries with GPS points (coordinates).

The selection of the beneficiaries has been based to the coordination with the municipality that initially gave us the tools to gather the information of the specific sectors that were affected by the earthquakes.

As result of the first quarter the learning of the selection process of the beneficiaries has been systematized, which is attentive and takes considerable time within the execution of the project. This learning permits us to facilitate another similar process because our commitment with the reconstruction of El Salvador will not finish in this effort, in fact, further efforts are being developed on this matter with own funds, hoping to benefit at least four thousand families in the Western area and about seven hundred more in the Eastern area.

## **PROJECT BENEFICIARIES SELECTION**

In order to select the beneficiaries, World Vision's Construction Department worked with its regular program staff, as well as with community volunteers in interviewing those affected by the quakes. This process required nearly two months to complete with the application of World Vision and USAID's criteria for the selection of beneficiaries.

At the beginning of the selection 700 families had been surveyed, being considered as our work base, but during the home visits it was found out that most of them had already been taken by another organization, especially in the urban area.

We had coordination with the municipality of Santa Elena with the purpose to raise another census. During this coordination process they recommended us the sites where there was no presence of other organizations, permitting us to survey a total of 1400.

To complete this survey, coordination was made with the vocational students of 11th and 12th grades of the Santa Elena National High School, who voluntarily, supported this effort.

The process practically consisting of the following stages:

- ↵ Development of the instruments according to the selection criteria (see list attached)
- ↵ Coordination with the city hall.
- ↵ Coordination with the local schools.
- ↵ Training of the volunteers.
- ↵ Instrument validation test.
- ↵ Application and supervision of the instrument application.
- ↵ Data Tabulation.
- ↵ Pre-selection.
- ↵ Domiciliary verification.
- ↵ Initial Selection.
- ↵ Gathering of the documents.
- ↵ Filling of the Cadastral records.
- ↵ Ordering per type of the presented document and per sector.
- ↵ Rising of the environmental survey per sector.
- ↵ Second Selection.
- ↵ Presentation of documents to the ILP.
- ↵ Presentation of the lists with environmental surveys to USAID
- ↵ Sketch rising.
- ↵ Repetition of environmental guidelines.
- ↵ Field visits by the USAID engineer staff.

We are presently working in the Department of Usulután, primarily focused in the municipality of Santa Elena, covering the following hamlets:

<i>Hamlet</i>	<i>Beneficiaries</i>
El Rebalse	11
Las Cruces	45
Joya Ancha Abajo	60
Joya Ancha Arriba	6
El Nanzal	62
Piedra de Agua	31
Santa Maria	7
El Volcan (Los Rivas)	12
Los Jobos	73
El Nisperal	29
Los Amates	40
Urbano Sta. Elena	7
San Francisco	10
<b>TOTAL</b>	<b>393</b>

This amount of beneficiaries was received at ILP at the end of the selection process; verbally stating that only three of them have been discarded, being pending the approval from USAID, for the official list and proceed to the construction of houses. Therefore, 131% of the expected beneficiaries have been submitted.

Coordination with the ILP:

The coordination with the ILP started with the reunion, in order to state the information requirements. Also, a training about title deed ownership was

coordinated, which was provided to a total of 11 persons, who were directly involved in the selection process of the beneficiaries, in the ordering and tabulation of the documents.

From the 1400 initially surveyed families, it was possible to complete the records for 543 families. This reduction was given because not all of them had a title deed ownership of the land they live on and some others were in zones of high risk and of difficult access. In the next stage, where the presented documents were revised, priority was given to those who were already enrolled in the register and those who had processes at short and medium time of confirmation of their title deed ownership, as established by the ILP, presenting to the ILP 410 files, from which 393 files were finally received from the ILP, leaving out 17 files because of inconsistencies between the Identification Card presented and the stated in the title deed. Other cases are the process of inheritance acceptance and the bad condition of the title deed document.

## **PROJECT MANAGEMENT**

### Project Staffing.

In the management of this program, key staff was hired per established procedures for the selection & hiring of personnel. The Program Director approved all position descriptions, which was used for generating the necessary criteria of new staff. As well, the project has the necessary office space and equipment access within the existing WV infrastructure.

WV's field office in Santa Elena has served as the strategic center for field.

**Staff Chart**

<b>POSITION</b>	<b>QUALIFICATION</b>	<b>STATUS</b>
PROJECT DIRECTOR.	Civil Engineer, MBA	HIRED
PROJECT MANAGER.	Architect	HIRED
ACCOUNTANT.	USAID finance experience	HIRED
GENERAL SERVICES	Country side knowledge	HIRED
COMMUNITY DEVELOPMENT FACILITATOR	SOCIAL WORKER	HIRED
ACQUISITION /LOGISTICS OFFICER.	Major acquisitions experience	HIRED
MAIN WORKMAN (3)	Community based builder	STAND BY
WAREHOUSE KEEPER (3)	Experience on building materials	STAND BY

**Action Plan**

A general action plan has been developed, considering the pace of the construction of the houses. According to this plan, the supply plan has been developed, so that the deliveries will not be the bottleneck in the house production.

Within the revision of this action plan, the time of the actual execution has been considered, which is delayed, foreseeing a finalization date at the end of June 2002.

Monitoring Process.

An information system has been developed that permits us to follow-up the advance of each house, establishing a global advance of the project, making it possible to monitor through selective visits by the PD to definite sectors, corroborating the advance level.

This system has been given by USAID and provides a mechanized platform for the necessary operative follow-up.

Acquisition and Logistics.

A supply plan has been development that permits the coordination between the production and administrative parts, as well as to take the control of the supplies in relation to quantity and delivery date.

All the negotiations have been effected with the providers and we are ready to make the items purchases, once the approval from USAID have been received.

Finance oversees.

WV's Finance Director, who has received training in the management and compliance of USAID funding, is providing financial oversight. Also, a software has been installed for the finance control and the elaboration of reports.

**ACHIEVEMENT OF PROJECT GOAL**

As of December 31, 2001, all housing technical designs have been completed, as well as the laboratory tests to ensure quality control of concrete mix used. Estimations for construction materials costs per unit have been determined, as well as the negotiation of raw materials procurement and transportation contracts. All procurement activity is preceded by WV's established policy of

securing price quotations and an analysis based on the combination of best quality and price. Construction and supply schedules have been determined to allow the project to initiate purchase and delivery of construction materials to the housing sites. As well, a quality control inspection schedule and supervision plan was generated to ensure the quality and efficiency of the work. During this past quarter, skilled masons and construction foremen have been identified for supervising the construction process.

## **PROBLEMS AND CHALLENGES**

No major problems have been encountered so far in the implementation of the project. However, one challenge faced in the initial phases was the need to revisit communities due to the lack of information (maps) provided during the first assessment of the communities. In addition, many of the interviewed people did not have a title deed or any evidence of property ownership at the time of the pre-selection interviews, and as a consequence many needy families were turned down as potential beneficiaries.

The challenge is to take the 'GPS' points, because this is a new technology for us and we do not have the equipment or the training to carry out this task. This activity was added after the signing of the award; however, this is a new responsibility that will enrich our working and learning experience in the construction arena.

Another important issue is that the resolutions coming from USAID and ILP are not at once; they made the resolutions by portions, most order by sectors.

The visits to beneficiaries are been made to 20 families per day; so, the total process will take approximately 15 working days, which means 21 calendar day. All this time and expenses, was not take into consideration in to the proposal, as was said, this process is part of the learning process.

**CONCLUSION**

In general, the project implementation is not as we planned, and we will have to do a big effort to accomplish with the date line, we will have to make some changes in the organization of the people on site, in order to have the minimum delay; how ever we think that the end of June, 2002 will be a good adjusted date.