

Name: Dharmalingam Thanakumar
Mission to: Jaffna, Mullaitivu and Kilinochchi

Back to Office Report

Field Offices and Districts Covered: Jaffna, Kilinochchi and Mullaitivu

Projects Operational: GLED - NLDP III & ADP Projects

Mission Members:

Norway Mission Members

1. His Excellency Tore Hattrem, Deputy Foreign Minister, Norway
2. His Excellency Thorbjørn Gaustadsaether, Ambassador, Norwegian Embassy to Sri Lanka
3. Tone Elisabeth Bækkevold Allers, Director, Section for Peace and Reconciliation
4. Jon Heikki Aas, Senior Adviser, Section for South Asia and Afghanistan
5. Knut Nyflot, First Secretary, Norwegian Embassy to Sri Lanka
6. Thomas Bruusgaard Høgseth, Adviser, the Secretariat of the Foreign Minister
7. Vidya Perera, Senior Adviser, Norwegian Embassy to Sri Lanka

UNDP Mission Members

1. Peter Batchelor, Resident Representative, UNDP Sri Lanka
2. Rajendrakumar Ganesarajah, Assistant Country Director, UNDP Sri Lanka
3. Field Team – Sharvanandha (FPS), Seyon & Dominic (PA)

Other Mission Members

1. Mr. Vethanayahan, Government Agent Jaffna District
2. Mr. Pathinathan, Chief Secretary - Northern Province

Visit Date: June 1st, 2016

Purpose/Objectives of the field visit:

- Mission on Handing Over of FRB Boats and other Fishing Accessories by the H.E. Deputy Foreign Minister – Norway, H.E. Ambassador of Norway to Sri Lanka and Resident Representative of UN to the Jaffna Resettlement Project of NLDPIII

Itinerary and Discussion Points:

Details annexed.

Observations:

In the handing over of fishing equipment i.e. fishing boats, engines and nets etc. the H.E. the Deputy Foreign Minister of Norway, mentioned that the Govt. of Norway is very keen to support all returnees in the Northern in particular the returnees in Palali HSZ; He added that Fisheries sector is very close to Norway and in past the project CEYNOR was supported to improve the livelihoods of fishermen and the sector development. Further, he mentioned that the Norway understand the sufferings IDPs and were unable to return to their native land over 25 years. Further, the move of present government on the resettlement initiatives are appreciable and the Govt. of Norway will work closely with the Govt. of Sri Lanka for this purpose. He thanked the UNDP being the implementing partner to support the immediate livelihood needs of resettled communities. The event represented by the GA, CS and Officials of the NPC, AD Fisheries, DS Kopay, DS Tellipalai and the community members.

Conclusions and Follow-up Actions:

UNDP will make necessary arrangements for distribute the balance livelihood assistance i.e. Kattumaran etc for selected beneficiaries and continue to implement the scheduled activities of the project in stipulated time.

P.Manoj – FPA, Ampara
Mission to: Exposure Visit for Good Governance on managing community based organization

Field Monitoring Visit Report

Field Offices and Districts Covered :	N/A
Projects Operational :	GLED
Mission Members :	P.Manoj – Field Project Associate
Visit Venue and Date :	16 th and 17 th of June 2016

Purpose/Objectives of the field visit:

Participating to the Exposure visit at Kalametiya Fisheries Society Hanbanthota in – 16th & 17th of June 16.

To obtain an insight and knowledge based on the concept of good governance on managing Community Based organization, to share the different experiences and information to enable the Societies to resolve different issues that arises within the society. It was also focused on how to sustain the community based organization for the long term.

Itinerary and Discussion Points:

8.Results

The team of participants reached the South Bata Atha Fisheries Cooperative Society premises in Hambantota around 3.00 p.m. on 16th June 2016. They were welcomed by the Chairman of the Society. After the deliverance of the Welcome Address, the chairman introduced the officials of the Society.

Thereafter, the Manageress of the PALM District Office – Ampara explained the objective of this exposure program. She further explained that office bearers representing nearly 100 Community Based organizations in Padiyathalawa, Maha Oya, Uhana, Damana and Lahugala have joined this Exposure Program. Office bearers representing Elders Societies, Womens’ Societies, Rural Development Societies, Samurdhi Societies are joining this exposure program.

The Manageress further explained that by joining this Exposure Program they are aiming at obtaining

- a. Some valuable inputs/insights etc towards the development of their respective society

- ✓ Receipts are issued for each and every financial transaction that is carried out by the Society
- ✓ Conducting different cultural programs

After the presentation of the Societies' implementation process, refreshments including tea and snacks were served. During the tea break, the small scale entrepreneurs who had obtained loans from the Fisheries Cooperative Society and other assistance from the Non-Governmental organizations explained how they were able to build upon their home garden projects and make it successful through these interventions.

Next, around 5.00 p.m. the Vice President addressed the gathering and explained to the team about the different documents that are maintained by the Fisheries Cooperative Society. An opportunity was also afforded to the team to inspect these documents and see for themselves the importance of maintaining a proper record system

After the inspection of the documents, the Secretary of the Fisheries Cooperative Society addressed the forum around 5.10 p.m. In his address, he mainly pointed out how a leader should forge ahead until the challenges that were bestowed on him were won. A leader should never look back or stop at the point when hurdles are in front, if he does, then he is not able to guide the society to sustenance. He also explained the dedication and commitment of the office bearers of the society which contributed towards the society being recognized as the most successful and recognized Society in the area.

The Secretary further explained that in order to improve the knowledge and skills of the members various need-based trainings are conducted. All the members are fully conversant about the Societies' vision and mission which also contributes towards the aim of the society.

After the speech delivered by the Secretary, around 5.15 p.m., the gathering was addressed by the Manager of the Samurdhi Development of Maha Oya. He explained that with the vast amount of ideas and experiences that were gained, he is confident that the Community Based organizations established in the areas under his purview would definitely be successful in the future.

Around 9.10 a.m., Mr. Kasun Kumara of the Leads Institute who is the Chief Advocator of the Hambantota District network explained about the Social Network and how it operates. He explained the importance of the Social Network, and how the process adopted in the network and the programs, actions and tasks which are carried out by the Network.

The address by Mr. Kasun Kumara was concluded around 10.00 a.m., after which a presentation by a member of the Jana Shakthi Womens' development society was made. This presentation was carried out till 12.15 p.m. During her presentation she focused on the main points which have been identified by the Women Development Society and what measures were taken to overcome them. The main areas addressed in her presentation were, empowering of women, health related problems faced by women, and how to overcome them, Organization objective, organization Structure, qualifications needed to become a member etc. Her presentation was very descriptive and informative.

Thereafter, the future vision of the Jana Shakthi Women Development Society, loan program and saving habits etc were presented to the participants in order for them to gain an insight, after which the program was concluded.

Around 1.00 p.m., the participants were afforded the opportunity to tour the Jana Shakthi Bank Society premises. During the tour, they were able to get a firsthand experience on the transparency of the operation, systematic and neatness of book keeping and other record keeping.

After the discussion based program, the Community Based Organization members left for an exposure tour around 2.30 p.m. to the Community Based Organizations.

The Exposure program was successfully conducted with no major obstacles or challenges and it could be confidently stated that this program was very well executed with vast amount of knowledge and experience gained from the visit.

Observations:

- By participating the 1-day exposure visit, learned about the CBO Management and gained theoretical knowledge on the above subject. Through sharing experiences and success stories from the other districts, personally could understand and enabled to apply in the district level.

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Health Sector Workshop for developing 5 - years district development plan

Field Offices and Districts Covered: Puthalam and Chilaw

Projects Operational: GLED/SDDP

Mission Members: Myself alone

Visit Date: 21st & 22nd June, 2016

Purpose/Objectives of the field visit:

The visit was undertaken for the purpose of discussing among the health sector staffs and preparing the problem tree, Objective tree and results frame work of health subsector, which will contribute the development of 5 years' district development plan of Puththalam district.

The following activities were covered during the two days' workshop undertaken;

- Discussing with health sector staffs on current issues and challenges on delivering better services to the societies.
- Identification of potential thrust areas on health sector for development
- Lead the group/work streams on identified thrust areas for getting practical implications and challenges.
- Identification of outcome, outputs and activities of each work stream worked on thrust areas

Observations:

It was observed that different hierarchical staffs were participated. There was initial reluctant to get time allocation for them to provide 2 to 4 days of workshop. However, participants realized important of this planning process different from usual planning exercise while half way along the workshop. Good participation and active engagement observed even the second day.

The Director planning and Assistant Director Planning also participated the health sector workshop and provided their inputs. The District Secretariat office gave full support on coordinating the government staffs and made logistical arrangement as per the LOA signed.

It is noted that there was time limitation on completing final part of result framework as we compel to rush through at the second day. Participants were bit hurry in to going back to home as it was on Friday.

S.Raguraamamurty- Regional Project Coordinator- East

Mission to: Attending National Summit on
Foresight & Innovation for Sustainable Human Development, in Colombo

Back to Office Report

Field Offices and Districts Covered: Colombo

Projects Operational: G-LED/SDDP

Mission Members: GLED Staff, Ministers of Sri Lankan Govt. and Foreign delegates.

Visit Date: 23rd to 26th 2016

Purpose/Objectives of the field visit:

To participate National Summit on Foresight and Innovation for sustainable Human Development in Colombo.

Itinerary and Discussion Points and Observations:

Day 1

- The Summit began with an Opening Plenary with Mr. Peter Batchelor, Resident Representative, UNDP Sri Lanka, Hon. Niroshan Perera, Minister of National Policies and Economic Affairs, Ambassador of Denmark and higher level officials from several other countries addressing the more than 300 audience.
- There were parallel sessions facilitated by subject specialists from various representative countries, on Environment/Energy, Climate Change, Disasters and Waste Management. It was clear that the expectation was to draw on experiences and shared learnings to bring foresight and innovation to the forefront of the National development dialogue.
- The final session of the day was graced by the Prime Minister of Sri Lanka Hon. Ranil Wickramasinghe and other international resource people representing multiple governments, speaking on the topic 'Reimagining Governance'.

The Prime Minister pointed out the requirements for Sri Lanka as follows,

- Reconciliation and Strengthening Democracy
- Achieving high standard of living
- Sustainable Development

Day 2

- The day 2 began with consideration for disruptive innovation; Disruptive innovation is the type of innovation that creates new opportunities while displacing the existing established mechanism and

To Facilitate the workshop on defining thrust and result areas for the Industrial sector & Developing criteria for measuring key performance indicators and data collection analysis - Development of 5 years District Development Plan

Visit Date: 2nd to 4th June 2016

Venue: Anuradhapura

Mission Members: S.Sayanthan - Field Project Specialist, Vavuniya/R.B.Prabagini Field Project Associate

Purpose/Objectives of the field visit:

- To facilitate the workshop
- To update the progress on the above
- To develop action plan

The above 2 and a half day's workshop organized for industrial sector related staffs to come up a common understanding on the sector thrust area and develop combined KPI for the sub sectors. The workshop was facilitated by UNDP and external resources along with the support from Director Planning and other Government officials.

Observations:

The expected end product of the workshop is to finalize the thrust areas and develop the KPIs for the sub sectors. The relevant stakeholders grouped based on sub sectors and developed the problem tree initially. The theoretical concepts for the workshop provided by UNDP to ease the group work.

Then the groups are instructed to develop the objective tree based on the problem tree developed. The process/flow supported the sub sector staffs to identify the real root, cause and effects.

Based on the objective tree, each sub sectors identify and finalize the thrust areas and then developed the KPI at output and outcome level.

Conclusions and Follow-up Actions:

Follow-up Actions:

1. Need to follow up with each sub sectors to get the information as per the agreed schedule.
2. Follow up with the focal points to collect the required data.

Conclusions:

The workshop provided a better common platform where all the relevant stakeholders and the district/divisional administrative staffs sat together and discussed about the issues/opportunities in the sector.

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Health Sector Workshop for developing 5 - years district development plan

Field Offices and Districts Covered: Puthalam and Chilaw

Projects Operational: GLED/SDDP

Mission Members: Myself alone

Visit Date: 21st & 22nd June, 2016

Purpose/Objectives of the field visit:

The visit was undertaken for the purpose of discussing among the health sector staffs and preparing the problem tree, Objective tree and results frame work of health subsector, which will contribute the development of 5 years' district development plan of Puththalam district.

The following activities were covered during the two days' workshop undertaken;

- Discussing with health sector staffs on current issues and challenges on delivering better services to the societies.
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- Identification of outcome, outputs and activities of each work stream worked on thrust areas

Observations:

It was observed that different hierarchical staffs were participated. There was initial reluctant to get time allocation for them to provide 2 to 4 days of workshop. However, participants realized important of this planning process different from usual planning exercise while half way along the workshop. Good participation and active engagement observed even the second day.

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Conduct spot check on responsible parties

Mission Date: 31/07/16 – 06/08/16

Districts visited: Monaragala, Ampara & Batticaloa.

Mission Members: Thurangani, Nimmi & Ruban

Objectives of the field visit:

To conduct spot check to the following responsible parties (RP);

Monaragala

1. Nature foundation
2. Women development federation

Ampara

1. PALM community development services
2. SWOAD

Batticaloa

1. Alliance development trust
2. Batticaloa district seed growers' association
3. Fishermen's social welfare org – Vaharai
4. Kaviya self-development women centre.
5. Kommanthurai Coop dairy dev & cattle breeders society
6. Mohideen fishermen coop society Arayampathy
7. Ulaga tharisanam children development association

General observations;

The performance of the RP's in general satisfactory. NGO's who are responsible for YED and YLD programmes are performing fine with experiencing some delays due to beneficiary selection and conducting trainings. The challenges the NGO's facing were duly noted.

CBO's that we visited were performing very satisfactorily. Some of the CBO's shown a great deal of commitment. We saw some YLD and YED beneficiaries who are now engaged with CBOs and doing well.

We received complaint regarding RDC's (engineering consulting company) performance from several CBOs. Some constructions sites didn't have the information board and we notified the respective project staff to take appropriate action to install them.

Overall, the projects we implement has been impressive and important.

Detailed reports on the spot check we conducted on the RPs are to be prepared and disseminated shortly.

Prepared by: Sivapalan Sivaruban

Name: Dharmalingam Thanakumar
Mission to: Jaffna, Mullaitivu and Kilinochchi

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Field Offices and Districts Covered: Jaffna, Kilinochchi and Mullaitivu

Projects Operational: GLED - NLDP III & ADP Projects

Mission Members:

UNDP Mission Members

1. Jorn Sorensen, Country Director, UNDP Sri Lanka
2. Rajendrakumar Ganesarajah, Assistant Country Director, UNDP Sri Lanka
3. Field Team – Sharvanandha (FPS), Seyon & Dominic (PA), Senturan (FPS) Kusalavan & Sutharsan (PA)

Other Mission Members

1. Mr. Vethanayahan, Government Agent - Jaffna District
2. Ms. Rupawathy Keetheewaran, Government Agent – Mullaitivu District
3. Mr. Keetheewaran, Assistant Director Planning – Kilinochchi District
4. Mr. Kurukulasarasa – Minister, Ministry of Education – Northern Province
5. Ms. Keetheeswaran – Secretary to the Chief Minister’s Ministry – Northern Province
6. Mr. Illangovan,- Secretary to the Governor – Northern Province
7. DS Tellipapalai, DP – Jaffna, Kilinochchi, Mullaitivu and other key officials of NPC

Visit Date: July 4th & 5th, 2016

Purpose/Objectives of the field visit:

- Mission to NLDPIII and Addendum sub-project i.e. a) Agricultural Inputs to Resettled Families in Tellipalai DS, b) handing over of Milling Unit of Social Education Centre – Pungudutivu, c) handing over of Tourist Information Centre – Mankulam, d) distribution of Certificate to YLD beneficiaries and visits to ADP project sites and meet with GA Jaffna.

Itinerary and Discussion Points:

Details annexed.

Observations:

- a) In the agricultural inputs (water pumps etc) distribution event at Palai Veemankam South MPCs building, CD mentioned that with the financial support of government of Norway, UNDP is keen on assisting all returnee families of newly released areas considering their immediate livelihood requirements; and this does not involve major infrastructure requirements such as housing or roads etc.
- b) In the handing over event of milling unit, CD mentioned that UNDP is pleased to that the members of marginal families in the island are supported through this centre and also happy learn that SEC has reached international markets for its products which should be continued.
- c) During the discussion with GA and ADP project site visits, CD mentioned that UNDP is very cautious about spending donor money and any additional budgetary requirements are to be investigated properly. Further, UNDP would like to see that the contribution of both government institutions and the clients for successful implementation of future projects. CD did mention about UNDP’s new arrangement of GCS process and that ACD mentioned that any pending projects could be undertaken by UNDP given that funds also be transferred to UNDP. GA Jaffna principally in agreement to the proposal and updated about a Milk Pasteurizing Project scheduled to be supported to PD office of Dept. of Animal Production & Health in Jaffna.
- d) In the certificate handing over ceremony at the University of Jaffna, CD mentioned that UNDP is proud to support over 100 of youth in the north whom are qualified to identify community issues and develop project proposals that would draw the attention of decision makers and budget owners of both national and provincial government.
- e) In the handing over event of “Tourist Information Centre” in Mankulam CD was pleased declared open the centre and mentioned UNDP is committed to continue the strategic partnership with NPC to promote the northern tourism. He added that the centre should be placed as a model for networking all the tourism related services ensuring women and youth of rural areas in the north benefitted more.

Conclusions and Follow-up Actions:

UNDP will make necessary arrangements for distribute the balance livelihood assistance for selected beneficiaries in the Tellipalai DS division and also ensure the partnership with NPC will evolve to another level by disseminating the Tourism Strategic Plan developed by the Chief Minister’s Ministry – NP.

Field Mission Itinerary

Mission Accompanied by:

Jorn Sorensen – Country Director, UNDP Sri Lanka

Rajendrakumar Ganesarajah – Assistant Country Director (GLED/GESI) UNDP Sri Lanka

Date: July 4th & 5th 2016

Time	Itinerary Descriptions	Remarks
July 4th, 2016 (Monday) – Jaffna		
08.45am – 09.00am	Arrival to Jaffna Airport (Palali)	By Flight
09.00am – 09.45am	Travel from Airport to Tellipalai: Visit to Resettled areas/Drive Through	
09.45am – 10.45am	Distribution of Agriculture Tools & Equipment for Resettled Families in Tellipalai DS (Event accompanied by DS & ADP Tellipalai, EDOs, returnee families and JSAC Team)	
10.45am – 12.15pm	Travel from Tellipalai to Punkudutivu: Visit to Social Education Centre (SEC)	
12.15pm – 01.00pm	Handing over of newly constructed Milling Unit of SEC (Event accompanied by DS Kayts, BODs & Employees of SEC etc.)	Lunch will be organized at the SEC
01.45pm – 02.45pm	Travel from Punkudutivu to Jaffna: Visit to District Secretariat	
03.00pm – 03.30pm	Meet with GA Jaffna, District Secretariat	
03.30pm – 04.00pm	Travel from Jaffna to Sandilipay: Visit to Green Visva Project	
04.00pm – 04.30pm	Observe the ongoing construction of Bio Fertilizer Manufacturing Centre and Discussion with BODs & Employees of Green Visva	
04.30m	Travel back to Hotel	Overnight stay in Jaffna
July 5th, 2016 (Tuesday) – Jaffna		
09.30am – 01.30pm	Certificate Awarding Ceremony of Youth Leadership Development (YLD) program at University of Jaffna (UoJ) (Event accompanied by GAs, DP and DS of Jaffna, Kilinochchi & Mullaitivu Districts)	Lunch will be organized at the UoJ
01.30pm – 03.00pm	Travel for Jaffna to Mankulam	
July 5th, 2016 (Tuesday) – Mullaitivu		
03.00pm – 05.00pm	Opening of Ceremony of "Tourism Information Centre" at Mankulam – on A9 Road (Event accompanied by Chief Minister - NPC, GA Mullaitivu, Secretary to the Chief Minister's Ministry – NP, other NPC Officials, DS Oddusuddan, officials of Local Government Authorities etc)	
05.00pm – 06.30pm	Depart to Anuradhapura	Overnight stay in Anuradhapura

Field Mission to Jaffna

Objective

Key objective of this mission is to conduct meeting with senior officials of northern provincial council to initiate project interventions through Provincial Council.

1. Conduct meeting with Senior officials of the provincial council, Departments and District secretariat.
2. Organize a workshop with provincial team to introduce the projects and finalize activities plan / implementation modality of PC projects.
3. To attend the handing over ceremonies at kilinochchi and Jaffna districts under ADB and NLDP projects

Mission dates - 25th to 29th of July 2016

Mission Participants - Mr. R. Ganesharajah, Mr. M. Muzain, R. Dhanaraj

Planned meetings with –

- | | |
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| 1. Chief Minister | TBC – Secretary will confirm the time |
| 2. Chief Secretary | Confirmed |
| 3. Deputy Chief Secretary | Out of the Country – 24 th to 30 th of July 2016 |
| 4. Secretary to the Chief Minister | Out of the Country – 24 th to 30 th of July 2016 |
| 5. Council chairmen of Northern PC | Out of the Country – 24 th to 30 th of July 2016 |
| 6. Representatives of Governance Forum – CS | Confirmed by Mr. Ranganatha, Former N&E |
| 7. Director of MDTI, Northern Province | Confirmed |
| 8. Director Rural Development – | Confirmed |
| 9. Director Planning – Provincial Council | Confirmed |
| 10. Meeting with GA and Director Planning | Confirmed |
| 11. Meeting with Mr. Jonson, Director, PC Planning | - Confirmed |

Date & Time	Planned interventions	Conduct by
25.7.2016		
06.00 am	Traveling to Jaffna – by Air	Mr. M. Muzain,
10.00 am	Field observation of Resettlement areas in Jaffna district to see the future possibility for project interventions	Mr. M. Muzain, Mr. Thanakumar Mr. Sharva
26.7.2016		
08.00 am	Field observation on Project sites to see the work completion and quality checkup in district of Kilinochchi	Mr. M. Muzain, Mr. Thanakumar Mr. Senthuran
12.00 pm	Traveling to Jaffna – by road	Mr. R. Ganesharajah, ACD Mr. R. Dhanaraj,
03.00	Meeting with GA Puttlam	Mr. R. Ganesharajah, ACD Mr. R. Dhanaraj,
04.30	Meeting with GA Anuradhapura	Mr. R. Ganesharajah, ACD Mr. R. Dhanaraj,
05.30	Meeting with GA Vavuniya	Mr. R. Ganesharajah, ACD

Date	Mr. Muzain	Mr. Gañesarajah	R. Dhanaraj
25/7/2016	06.00 am To Jaffna – Field		
26/7/2016	07.00 am To Kilinochchi	12.30 pm - To Jaffna	12.30 pm - To Jaffna
27/7/2016	Meeting at Jaffna	Meeting at Jaffna	Meeting at Jaffna
28/7/2016	06.00 am Return to Colombo	09.00 am Meeting at Jaffna, 11.30 am To Kilinochchi –	09.00 am Meeting at Jaffna, 11.30 am To Kilinochchi –
29/7/2016		09.00 am Field visit with mission	06.00 am Return to Colombo
30/7/2016		Return to Colombo	

Name: Dharmalingam Thanakumar
Mission to: Jaffna and Kilinochchi

Back to Office Report

Field Offices and Districts Covered: Jaffna, Kilinochchi and Mullaitivu

Projects Operational: GLED - NLDP III & ADP Projects

Mission Members:

UNDP Mission Members

1. Lovita Ramguttee, Deputy Country Director, UNDP Sri Lanka
2. Rajendrakumar Ganesarajah, Assistant Country Director, UNDP Sri Lanka
3. Mohamed Muzain, Program Manager, GLED, UNDP Sri Lanka
4. Ramaiah Dhanaraj, Governance Specialist, GLED UNDP Sri Lanka
5. Field Team – Sharvanandha (FPS), Seyon & Dominic (PA), Senthuraan (FPS) Kusalavan (PA)

Other Mission Members/Stakeholders Met

1. Mr. Vethanayahan, Government Agent - Jaffna District
2. Mr. Pathinathan, Chief Secretary, Northern Provincial Council
3. Hon CV Wickneswaran Chief Minister, Northern Provincial Council
4. Hon Reginald Cooray, Governor, Northern Province
5. Mr. Sathiyalingm – Minister, Ministry of Health – Northern Province
6. Mr. Ayngaranesan, Minister, Ministry of Agriculture – Northern Province
7. Mr. Sharvananda, Director Planning, Northern Provincial Council
8. Mr. Phelician, - Provincial Director, Dept. of Rural Development – Northern Province
9. DP – Jaffna and Kilinochchi, and other key officials of NPC

Visit Date: July 25-29, 2016

Purpose/Objectives of the field visit:

- Mission of PM, ACD, DCD visited to north with the objectives of a) Visit to ADP project sites and discussion with Contractors on Project Completion and discussion with BODs future directions, b) Stakeholder Consultations with NPC (CM, CS, DP, Ministers etc) on Capacity Building support for NPC, Development Plan Support for Local Authorities, c) Foundation Laying of MPCs Building at Palali North, d) Handing over of SWB Phase I at GA Office Kilinochchi and Handing Over of Palai LIBCO, e) Distribution of Business Supplementary Assistance for YED Participants at Nallur DS and f) Handing Over of COPHARM – Siddha Medicine Centre.

Itinerary and Discussion Points:

Details annexed.

Observations:

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| <ol style="list-style-type: none">a) In the agricultural inputs (cash crop vouchers etc) distribution event at Palali East, PM mentioned that UNDP is able to support resettled communities with the funds from Norway government and would like to see that farmers' families make maximum benefits out this assistance and improve their living standards.b) In the handing over event of Milk Processing and Sales unit of Palai LIBCO, PM mentioned that UNDP had given this support for further improvement of the LIBCO and would like to see that this society takes additional measures to expand its business operations while supporting farmer members for productivity improvements.c) PM visited many of project sites i.e. Palali North, Green Visva Bio Fertilizer, COPHARM – Siddha Medicine, Poonakary SWB Phase II, Kilinochchi IFTCCS, Thiruvaiyaru Fruits Collection Centre, and observed the work in progress, efforts for completion of projects and stressed the urge for duly completion and follow-up measures.d) During the discussion with GA and Additional District Secretary – Resettlement, ACD & PM was informed about recent development in the newly released areas and requested to support more for fishermen families.e) In the handing over event of Poonakary Salt Water Instruction Bund Phase I, ACD mentioned that UNDP GLED framework is designed to support the local economy i.e. paddy & OFC production and considering long term |
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Field Mission Itinerary

Mission Accompanied by:

Peter Batchelor, Resident Representative, UNDP Sri Lanka

Rajendrakumar Ganesarajah – Assistant Country Director (GLED/GESI) UNDP Sri Lanka

Date: July 29th 2016 (Friday)

Location: Jaffna

Projects to be Visited: NLDPIII – Resettlement (RNE Funded) and ADP (CIDA Funded)

Time	Itinerary Descriptions	Remarks
08.45am – 09.15am	Arrival to Jaffna Airport (Palali)	By Flight
09.15am – 10.00am	Travel from Airport to Palaali North: Visit to Resettled Areas/Drive Through	
10.00am – 11.00am	Foundation Laying of MPCS Building at Palali North, Tellipalai DS (Event accompanied by Additional GA – Resettlement, ADP Tellipalai, Focal Person Resettlement, EDOs, returnee families and JSAC Team)	
11.00am – 11.45am	Travel from Palali North to Jaffna:	
12.15pm – 01.30pm	Luncheon Meeting with RR, ACD and GLED North Regional Team	At UNDP GLED Field Office Jaffna
02.00pm – 03.00pm	Distribution Event “Complementary Support for YED Beneficiaries of ADP Project” at Jaffna Kachcheri Event accompanied by GA, DP, DS – Chavakachcheri and Nallur, YED Participants, CEFENet Lanka	
03.15pm – 03.45pm	Travel from Jaffna to Pandatharippu: Visit to COPHARM	
04.00pm – 05.00pm	Handing Over of Newly Constructed Siddha Medicine Centre, COPHARM (Event accompanied by BODs of COPHARM, Hon Minister of Foreign Affairs Canada, H.E. High Commissioner - CHC, GA, Hon Ministers of Health, Agriculture – NP, Secretaries and Provincial Directors of Health, Agriculture, Provincial Director – Indigeneous Medicine, Commissioner Cooperative Development DS – Sandilipay, etc)	
05.00pm	Travel from Pandatharippu to Palalai Airport (Join Dr. Jennifer’s Vehicle upto Palalai Airport)	
05.30pm	Travel back to Colombo (Join MOFA Flight arranged for the HOM, CIDA)	By Flight

C. Nitharsa – FPA, Mannar

Mission to: To participate the orientation session of DDP for the haired consultant company” at SLIDA in Colombo

Field Monitoring Visit Report

Field Offices and Districts Covered : N/A

Projects Operational : GLED

Mission Members : C. Nitharsan – FPA & T. Benziger – FRC & J. Prabajini FPA

Visit Venue and Date : SLIDA – Colombo on 26th to 28th July 2016

Purpose/Objectives of the field visit:

Attending to the orientation session of DDP for the haired consultant company” at SLIDA in Colombo

Itinerary and Discussion Points:

Day 1 - 26.07.2016

Traveling from Vavuniya to Colombo – (Traveling Day)

Day 2 - 27.07.2016

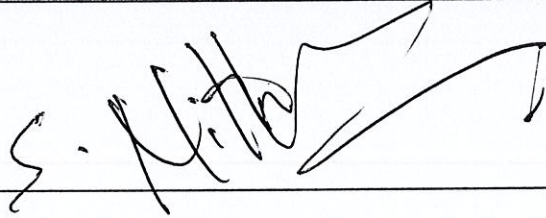
The following agenda points were discussed in above workshop at SLIDA

Time	Agenda Item
9.00 - 9.15 am	Inaugural Address by, UNDP
9.15 - 9.30 am	Introduction of the Team members of Management Frontiers and UNDP staff
9.30 - 9.40 am	Purpose of the workshop - K. Ranjan, UNDP
9.40 - 10.10 am	Presentation of the 5-year plan development methodology & process K. Ranjan -UNDP
10.10- 11.00 am	Understanding the TOR of the Consultancy Company, their assignment and roles and Discussions
11.00- 11.45 am	Presentation District Status and discussions- Monaragala District- Namal & Keerthiratne
11.45 am- 12.30	Presentation District Status and discussions- Ampara District- Rohitha & Ragu
12.30 - 1.00pm	Lunch

Itinerary

Date/Time	Details	Remarks/Responsibility
26.07.2016 to 28.07.2016		
26.07.2016	Travelling from Vavuniya to Colombo	
27.07.2016	DDP orientation Workshop at SLIDA, Colombo	
28.07.2016	Travelling from Vavuniya to Colombo	

Prepared by:



Back to Office Report

Field monitoring visit

Visit Date: 25th – 28th July 2016

Venue: Jaffna, Killinochchi, Mullaitive,

Mission Members: Mohamed Muzain, Rajendrakumar Ganesharaja, R. Dhanaraj, Thanakumar and field staff

Purpose/Objectives of the field visit:

- Progress review and monitoring of NLDP3 and ADP projects in Jaffna, Killinochchi and Mullaithivu districts
- Finalization of interventions under NLDP re settlement project
- Support for the Foreign minister of Canada visit to COPHARM and attend the Opening ceremony of Sidhtha Medicine center.
- Conduct meeting with Senior officials of the provincial council, Departments and District secretariat.
- To attend the handing over ceremonies at kilinochchi and Jaffna districts under ADB and NLDP projects
- Meeting with Chief Minister, Chief Secretary, Northern Provincial Council, MDTI- Director, Director, Rural Development, DP, Provincial Council, GA and DP, District secretariat, governance forum norther province – at UNDP Field office

Observations:

Jaffna

July 25-26, 2016 (Monday)

<i>Event</i>	<i>Discussion</i>	<i>Follow-up Actions</i>
Visit to released areas of Palalai HSZ of Palai Veemankamam South in Thellippali DS division	Met GS Palai Veemankamam South and discussed the present status of resettlement process; observed conditions of common infrastructure requirements land clearing, farming etc. Handed over Inputs for selected beneficiaries engaged in Farming.	<ul style="list-style-type: none"> ▪ Prepare the Detailed activity plan for each DS division using RPNA conducted by UNDP ▪ Identify the cost estimation for renovation of infrastructure etc by the RDC.
Visit to released areas of Palalai HSZ of Valai in Kopay DS division	Observed the resettlement process and conditions; met with few returnee families and discussed their livelihood aspirations. i.e. a family involves in Dry-Fish making, and fishermen's catchment issues and basic facilities etc. Discussed on commencement of Village secretariat and coop building.	<ul style="list-style-type: none"> ▪ Foundation laying on 29th morning with the participation of DCD for the construction of village secretariat ▪ Earmark potential beneficiary for fisheries support. i.e. boat, engine, etc.

	<ul style="list-style-type: none"> ▪ UNDP will support to complete Assessment process which was already completed in the province through conducting validation session with relevant agencies. ▪ Project will be focused to conduct the need assessment at selected institutional level and provide required support for capacity development of provincial council ▪ Requested to support into future requirements of system improvement of Departments of Provincial Revenue collection, Department of Motor traffic which are highly contributing the Provincial revenue. ▪ Discussed, suggested and agreed establishment of a service delivery entity /flat form to enhance industrial and investment services within Province i.e. ISB in North Central Province ▪ Could offer a covering approval for all the projects, a list of project with details should be sought ▪ Discussed and reviewed the current status of the milk pasteurizing unit which initiated in Jaffna – that was reviewed with relevant department. ▪ Discussed and finalized the project location and that was in YARLCO processing Centre is available for erection of machineries
<p>Discussion with PD Department of Rural Development</p>	<ul style="list-style-type: none"> ▪ Department has their own funding sources to implement LED interventions and they need new innovative ideas that could support to improve the services in the provincial development ▪ This department is responsible to report to Chief secretary. ▪ Rural Development of northern province was received funds from Central and Provincial departments to implement development interventions. That was implemented by developing Small Project proposal – 2015 funds received from Provincial allocation -25mn, Central Government - 35mn, Members allocations 25mn plus 100 mn ▪ Most of the interventions focuses on livelihood support focusing women headed HH and that was implemented through WRDS. Also, Identified needs of the public are channel via WRDS sub groups, the support depends on the resource availability and actual needs ▪ Project amounts and supports are based on the small business start-ups, income generating projects ▪ UNDP has done small grant supports for LED interventions in All 5 districts in the north. ▪ Specifically, RDO engaged in planning & implementation at DS level to implement the project. ▪ Development projects are tabled / presented at DCC meetings to discuss the fund allocations and review the progress. Also, that process will avoid over lapping. ▪ In the total allocations, 60% contribute by GA and 40 % contribute by PC. ▪ Department Rural Development has 176 Development officers ▪ Human resources are for livelihood support and capacity building work. (RDOs, Dev Officer 186 in total)

	<ul style="list-style-type: none"> ▪ Introduced the YLD programme and agreed to following on YLD youth as messengers for environmental friendly agriculture within the province. ▪ Requested the support to develop a cataloging of Heritage trees in the region. This could have supported. ▪ Requested and suggested to improve the palm product in the north and that has to base in Jaffna because, Quality and high yield is in Jaffna than the Vavuniya ▪ District development plans to be developed and compiled as provincial plan ▪ Database based feeding system is a must.
<p>Discussion with GA, DP Jaffna</p>	<p>Planning secretariat of the Jaffna District is working on developing District development plan in collecting the data through RBP process which introduced by Ministry of Pub Add. 40% of work have been completed the they are getting consultation service from outside. And seeking the funds for further process.</p> <ul style="list-style-type: none"> ▪ Future work arrangement will be continue through PC where donors are willing to work, but UNDP will support District Secretariat via PC projects. ▪ Also UNDP will in the loop to ensure the quarterly and review will be highly taken up ▪ KSS area recently released under resettlement plan and Valalai already selected for the assistance. ▪ In the near future there will be more requirement of supporting released areas, and a quick processing projects is required ▪ Earlier GA office had the issue of housing but now they have given permanent housing for 1070 families and it won't be an issue in future. ▪ GA suggested to build more infrastructures such MPCS where Look for support from central government. ▪ KKS land are issued for landless and extended families of IDPs lived in camps, There is high potential to support ▪ Resettled people highly engaging to recover their land and driven housing is progressing well. ▪ 23 GN divisions to be released and some partly released <p>GCS Project</p> <ul style="list-style-type: none"> ▪ There are possibilities to engage in the government programmes where some of the areas UNDP can support to implement. That has to discuss at Ministry level to get clearance – Discuss with Secretary ▪ Land is a issues to build the building and for the moment Minister is firm on YARLCO and but there is no funds for building etc ▪ Project is focusing to establish a unit to support to industrial advisory services related to economic development. ▪ Support to TOT trainer who are trained already by UNDP – business counselling

	<ul style="list-style-type: none"> ▪ The foreign markets requires goods quality standards ethically produced ▪ Start work at the low level to higher level ▪ Support micro capital start ups ▪ The analysis says takes 2.5 years to repay loans ▪ I.e. Production of Maize in the region instead such things ones from the south. ▪ Actors of value chain as to work as enablers ▪ Connect rural economy to cooperate instead connecting corporate to rural ▪ This is a start and be a watchdog of UNDP approaches ▪ Look into successive as well as failure approaches ▪ Issuing of handouts ▪ Use of community development model ▪ Current model is private sector ▪ IRDG provide one stop service station with enterprise development support <p>Jeewa</p> <ul style="list-style-type: none"> ▪ There is no good provincial system to support development ▪ May be because of no good leadership ▪ Private sector work is fine but the government system has to support ▪ No proper database no accurate baseline ▪ Documentation is missing ▪ Misinterpreted information on media ▪ Education outcome is low ▪ There will be multiple models for separate sectors ▪ IDRA is a think tank and the service provider ▪ Now developing the implementation capacity ▪ Less on physical capacity <p>Sundar</p> <ul style="list-style-type: none"> ▪ Role of different sectors become a systematic issues around there
<p>Discussion with GA Kilinochchi</p>	<ul style="list-style-type: none"> ▪ Appreciated about the investment on salt water extrusion bund which would eventually support 1000 of farmers and improve the conditions in the Poonakary area for other development prospects ▪ Kilinochchi is interested in getting the support for district development plans and some thoughts are already developed and in progress ▪ LED center proposed for Kili and will we get the funds. This will not happen and due to budgetary constraints UNDP happened to drop this plans. ▪ Please see possibilities of supporting a coastal area closed to the Poonerain-Sangupitty Bridge, which could be promoted as beach tourism compare to Passikkuda, in the east.
<p>Discussion with CM</p>	<ul style="list-style-type: none"> ▪ CM suggested and agreed to develop the holistic development plan for province and also, requested to conduct consultation with elected members at district level to get their inputs and opinions to see the priorities

7. Support to conduct an assessment and develop district development plan for districts of Mullaithivu, Kilinochchi and Jaffna.

C. Improve institutional functions of Provincial Departments

8. Support to improve institutional capacity of the Department of Provincial Revenue to systemize the revenue generation services
9. Support to improve institutional capacity of the Provincial Department of Motor Traffic to systemize the revenue generation services
10. Improve institutional functions of the Department of Commissioner of Local government and all ACLG offices.
11. Improve institutional functions of the Provincial Department of Rural Development in linking with District and Divisional administration.
12. Support to develop the institutional capabilities of the Provincial Management Development and Training Unit.
13. Establish a one stop service bureau to improve the industrial development and investment within the province.
14. Develop and establish provincial development authority for northern province to improve livelihood support.
15. Enhance and improve tourism industry within the province to enhance local economy and employment opportunities.

D. Service Delivery improvement and Capacity Development

16. Support to develop statutes for provincial council and relevant departments to institutionalize the services, service delivery enhancement and improve good governance practices.
17. Establishing and improving coordination and collective mechanism among central and provincial Institutions at district and provincial level to initiate and achieve development interventions collectively. This is a Platform to implement common plan through mobilizing funds from deferent sources.
18. Conducting capability need assessment of HR of the provincial council and administration to identify the gaps for future support.
19. Support for capacity development of Provincial councilors and Pradeshya shaba members on identified capacity needs.
20. Support to improve the service deliveries of the institutions by practicing Citizens Charter interventions.
21. Facilitate to rolling out of the selected interventions of Provincial Development Plan in collaboration with relevant departments.

5.	a. Salt water bund Phase II construction	<ol style="list-style-type: none"> 1. Progress of the construction to be speed up in order to complete the all works within the given dead line (i.e. 30-10-2016). 2. Necessary man and materials to be deployed at construction sites. 3. Design change and cost amendment to be submitted with justification from the technical department to amend the contract 	<ol style="list-style-type: none"> 1. UNDP and RDC would closely follow up with contractor in adhering the deadline.
6.	Milk collection and processing centre, Mudkompan	<ol style="list-style-type: none"> 1. The building handed over to the beneficiary for operation 	Follow up mechanism and sales promotion to be focused to ensure sustainability
7.	Seed processing centre, Ootupulam	<ol style="list-style-type: none"> 1. Construction completed and machine is un operation under testing phase 	<ol style="list-style-type: none"> 1. New director board is selected, they need to be trained in business planning and operation of the center as a profitable venture.

Conclusions and Follow-up Actions:

Instruction were given at site to RDC, RPC and FPS to have a continued follow up in all sites.

Back to Office Report- Programmatic monitoring visit (4-8 April, 2016)

Back ground to the visit: EU- SDDP project is implementing in 7 districts of Sri Lanka including Northern, Uva and eastern provinces with a view of enhancing Local Economic development and governance of the government, local authorities and CBOs. Though this is the third year of the implementation of the project, due to suspension of the project, most of the ground work are still progressing in the field. M&E Analyst and the Programme Associate of the cluster visited three Mannar, Puttalam and Anuradhapura district with the following objectives.

Objective of the visit:

1. To observe how case study developing is taking place and provide feedback through the process to assure the quality
2. To facilitate KII , FGDs of the case study in different sites
3. To identify best practices, challenges and make suggestion based on the observation

Duration of the mission: 4th-8th April 2016

Visited places:

Manner District: Meeting with field team, OFFER project team, RPR Project team, Assistant Commissioner for Local Government office, Palmyra producer group, Madu market (TharawanaKotte) , District veterinary training center at Manner, Irranaillupaikulam Milk collecting center, observation to a entrepreneur training for women with the collaboration of IFC , Madu Market, Nagathilavu road, vidathaltivu harbor ,

Puttalama District; Meeting two partner organizations (RDF and WODEPT) , Vanathavillu cashew processing center, meeting with Assistant field officers,

Anuradhapura District: Clay pot making place,

Kurunegala Districts: ISB, Wayamba Development Authority

Mission Member: Dilki Palliyeguruge (M&E Analyst), Thurangani Dahanayaka (Programme Assistant)

Methodology: Carry out KII and FGDs with above mention groups, observations to producer groups and Livelihood infrastructure units.

Observations and Findings:

5th April 2016

Meeting with Project Specialist- Mannar

SDDP project consist with LED (200 million USD) and governance (80 million USD) for entire project period. Already 160 million has spent (100 million for LED and 60 million USD for governance).

Followings were the key activities and progress for this project

LED

1. Completed 5 roads of the 6
2. Completed construction of two milk collecting centers
3. Constructed Madu market- 90% completed
4. Rice mill and paddy storage
5. Renovation of paddy processing center
6. Renovation of paddy and chilly processing center
7. Mini garment (25 people)
8. Rice processing center

1. YED (Young Entrepreneur Development)
93(43 male and 50 female, 25 differently abled) youth are received benefits from this programme representing 5 DS divisions in Manner. Distributed applications through EDOs. ISB, EDO, UNDP had the interview with applicants to select 125 youth for this intervention. In the manner could be observed involving more people in the primary production and less space for developing entrepreneur skills as per district coordinator of the UNDP. 93 of them submitted business proposals.

Conducted 10 day TOT on entrepreneurship for 25 EDOs of the Manner district to enhance the government capacity at divisional level on facilitating entrepreneur related programme which is more demanded in the future.

2. YLD (youth Leadership development)
117 youth completed coursework conducted by the Jaffna University.

key achievements offer as per their perception, experience and observation through this project

1. 30 producer organizations set up. Collectively set up their market and access to finance too. BOC released 3 loans for 3 producer organizations for enhance the business 3 months ago. Loan amount range is LKR 50,000- 100,000. As these producer organizations are formed with the involvement of relevant department, following up also done by them and as a result, sustainability will be facilitated.

Challenges experienced

1. Identifying right beneficiary become an issue. Made awareness the upcoming programme and target group at DS meeting too.
2. Monitoring is bit difficult as interventions and targets groups are scattered over geographically.

Observations and Recommendations

1. Livelihood Specialist should assist to Mannar office for beneficiary identification and try to use another mechanism for beneficiary identification.
2. Capacity and coordination role of Offer weak and filed office should monitor carefully and continually to get quality role from the Organisation.
3. Filed office staff should participate for procurement committee meeting as an observer to ensure quality of the inputs.
4. Training programmes should arrange with proper coordinate with all parties. Identification of roles and responsibilities important for smooth implementation. (Role of ISB,IT,DS Office, EDO Officers, UNDP and Offer)
5. Need to be obtained Physical and Financial report monthly and quarterly and identified challenges should minute.
6. Trained EDO officers has been transferred to another District and few officers actively engaged in the District. UNDP should find solution jointly with ISB,DS and Government officers to ensure sustainability of trained YED.

Palmyra producer group in Ilamthalei

Predominantly, Palmyra ordeal making is usually done by the women though there are very few individual who produce ordeal production at large scale. 30 women are formed a group and registered in 2012 as UNDP entered into the village in 2007 with constructing houses, road. Palmyra seeds are available in the month of August and

UNDP Assisted to develop 5S system for ACLG office and Assistant commissioner has demonstrate success of the project.

Construction of District Veterinary training center

Total worth of the Construction is LKR . This was identified through district development plan. Present, Veterinary department is experiencing difficulties due to absence of training center. Assistant Director believes that this training center will help them to have proper training center, reduce the cost of venue of farmer and officers training in relation to livestock and provide space for their regular meeting as well. In the meantime, they are planning to have permanent field models of raring livestock closer to this training center. Veterinary department was consulted in the planning and constructions of the center and they are much happy with the process.

Observation

1. Performance of the contractor should revisit with RDC. Celling of the roof is not captured in initial BOQ and local service provider should identify to complete task. Because current contract expired in month ago.
2. Picture attached for reference.

Renovation of agriculture road

Length of the road is around 3Km. This will help directly for 4,000 paddy farmers for their paddy cultivation. Couldn't discuss with any of the primary or secondary stakeholders.

Observations

1. Water channels or space for water flow is not visible in agri roads. It will affects to maintenance of the culverts. RDC should ensure quality of the road.
2. CBO/Farmers/Government should establish mechanism for road maintenance.

Construction of Boat Yard and Access way-Vidathalthivu

Observation

1. Construction is slow due to delays at government clearenece. And Coastal department has given clearance for construction site.
2. Design has been changed during the construction and it will affect to cost amendment and period amendment.
3. This site can use to promote trousim in Mannar.

Madu Market

The construction of this market is taken place closer to Madu church which is one of the very famous church in the Northern Province in SL and during the season 500,000 devotees are visiting. This site will be handed over to Madhu pradeshiya saba . Contractor is not willing to absorb the local labor for this task as they are much rely on

RDF

Signed the agreement with UNDP October 2015 and started work in November with a view of strengthening CBO capacity including networking at DS level.

What they have done

1. Basic need assessment of CBO

Got the CBO list from the DS office and verify active CBOs by visiting. Of 170 CBO list, 100 CBOs identified as active by the RDF. Of them 52 CBOs taken as sample to carry out need assessment and identified key areas of capacities to be improved such as leadership, marketing, management, awareness of gender and child rights (13 CBOs from each DS divisions. Puttalam District consist with 4 DS division namely kaluwaragaswewa (Sinhala 100%), Vanathavillu (majority Sinhala), Kalpitiya (majority Muslims) and Puttalam (majority Muslim)). Youth societies are also included in this assessment. Findings will be shared with the CBO network

3. Establishing CBO network

At the initial stage of discussion. 7th April, they will be meeting at Vanathawillu DS division to establish CBO network and to appoint committee members.

Immediate purpose of establishing the network is to conduct the training that are identified through need Assessment. Apart from that make CBOs independent is other expectation. When questioned about the RDF experiences and learning with relevant to CBO networking, they stated enhanced awareness of services offer by the government and with time some of the leaders who evolved through this process get favoritisms and much benefits from the government officers. But they were not clear how those learnings can be incorporated in to the present intervention and what mechanism can be set up to minimize biasness and favoritisms while make participants are accountable.

4. YLD

UNDP identified 90 youth from equal amount from both Sinhala and Tamil communities.

Observations.

1. Meeting minutes not maintained properly.
2. Separate account didn't maintain and accounts not maintained. Accountant agreed to keep record in separate journal.
3. CBO Forum and DAC is creating opportunity for CBO members to explore their ideas and discuss issues. Ensure sustainability of this mechanism to wider network to get benefits.
4. Monthly progress review meeting, minutes and physical and financial progress should maintain.
5. UNDP district officers should participate for procurement actions as an observer.

WODFET

YED

1. UNDP together with ISB and the government, selected 100 beneficiaries for this purpose. Target members have to be the young people who are already in the business through an interview (EDO, ADP, ISB and UNDP). If the applicant even without the existing enterprise, if it was able to strongly presented his new business idea

Meeting with ISB Kurunegala

Successful discussion conducted with ISB team. Observations and suggestions UNDP as follows;

1. No direct control by ISB for current YED model and directly controlled by trained Enterprise Development officers(EDO) at District level.
2. Need to identify active EDO officers and need to find solution for ensure sustainability of trainers.
3. Counselling and Mentoring session is not included in current contract and due to changes in implementation modality, this need to amend the contract.
4. No followup mechanism established in current system and ISB requested UNDP officers to review progress of YED at district level regularly.
5. ISB requested promotional campaign for trained YED under the SDDP and NLDP projects to create more opportunities for marketing, networking among them.
6. ISB requested regional level progress review with ISB, EDO, NGO and UNDP.
7. Separate bank account maintain for UNDP projects. And ISB accounts department agreed to maintain separate folders and ledgers for SDDP ,NLDP Projects.

Meeting with Wayamba Development Authority

Successful meeting conducted with officer WDA. Discussion points as follows;

1. WDA agreed to submit detail action plan for tourism center.
2. Agreed to give inputs for LED center Kalpitiya design.
3. Agreed to provide promotion for LED center.
4. Field office didn't establish relationship with WDA. Asitha(Livelihood Specialist) has given instruction to keep continues dialog between two parties to ensure sustainability.

Back to Office Report

Date – 26th to 30th July 2016
District – Jaffna and Kilinochchi Districts
Participants - R. Dhanaraj

Purpose/Objectives of the field visit:

Key objective of this mission is to conduct meeting with senior officials of northern provincial council to initiate under PC & PA programme through Northern Provincial Council.

1. Conduct meeting with Senior officials of the provincial council, Departments and District secretariat.
2. Organize a workshop with provincial team to introduce the projects and finalize activities plan / implementation modality of PC projects.
3. To attend the handing over ceremonies at kilinochchi and Jaffna districts under ADB and NLDP projects
4. Meeting with Chief Minister, Chief Secretary, Northern Provincial Council, MDTI- Director, Director, Rural Development, DP, Provincial Council, GA and DP, District secretariat, governance forum northern province – at UNDP Field office
5. To attend the Opening ceremony of Siththa Madisen center.

Meeting conducted and Representatives.

1. Chief Minister
2. Chief Secretary
3. Representatives of Governance Forum –
4. Director of MDTI, Northern Province
5. Director Rural Development –
6. Director Planning – Provincial Council
7. GA Kilinochchi District
8. GA Jaffna district and Director Planning
9. Mr. Jonson, Director, PC Planning -

Discussion Points and Proposed interventions

Discussion with Chief Secretary	<p>Meeting have been conducted with Chief Secretary of the northern Province to discuss on initiation to be carried out under PC projects and its key component to implement within the Province.</p> <ul style="list-style-type: none">• UNDP has almost 600,000 US\$ for supporting provincial council, funds of Norway & EU. Within will be focused to improve governance interventions of selected institutions of the province▪ Explain key programs that are implemented under CM ministry I.e. Tourism, Resettlement – that was already started and UNDP will facilitate the actions as agreed.▪ District Development Plan is under progress for districts of Vavuniya and Mannar of EUSDDP and that will follow from the process which would be replicated for other districts.▪ UNDP will support to complete Assessment process which was already completed in the province through conducting validation session with relevant agencies.
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<p>Discussion with Director Planning of NPC –</p>	<p>Director Planning of the Chief Minister office in Provincial Council is responsible to plan the interventions for Provincial Council Office, He was mentioned that, the CM is very positive and keen on developing Development plan for Province. in this connection CM need a comprehensive assessment report of province.</p> <ul style="list-style-type: none"> • Also, he was proposed to improve the skill of staffs to write proper reports and proposals related to development. • Suggested to develop need assessment of the provincial council. • UNDP should ensure the alignment of the Development plans of Provincial Council and District Secretariat to achieve the common objective of the provincial development goal. • Proposed to develop vision oriented development plan for Province for future investments • Proposed to establish a (Group) think tank for province to create new innovative ideas for CM related to sustainable development. • Support to improve future sustainability of the local Economic development by improving alternative projects / crops / systems which contribute to enhance income. i.e. <ul style="list-style-type: none"> - Introduce less water consuming crop varieties i.e. OFC - Discussion on public private partnership - Support and Integrate producer organizations for maximum utilization of resources and employment creation - Sand packing as part revenue generation for cooperatives - Presently super markets are running over cooperatives. • There is needs to improve the institutional functions of MDTI including skill to develop new trainings modules.
<p>Discussion with Minister – Mr. Ayngaran – Agriculture and Development</p>	<ul style="list-style-type: none"> ▪ Procurement of machineries should commence at the earliest, already the commitment made with YARLCO, no issue with building. We are making arrangements for building and other arrangements ▪ UNDP already support to palmyra and gained lot of experience. Would like to assist as required on this sector. ▪ UNDP support to develop futuristic vision oriented provincial plan and he was explained the need and importance of the plan what he expecting. ▪ UNDP has funds to support service delivery enhancement and capacity building support with planning for provincial. ▪ Support to inland fisheries by Canada in in pipeline ▪ Introduced the YLD programme and agreed to following on YLD youth as messengers for environmental friendly agriculture within the province. ▪ Requested the support to develop a cataloging of Heritage trees in the region. This could have supported. ▪ Requested and suggested to improve the palm product in the north and that has to base in Jaffna because, Quality and high hell is in jaffna than the Vavuniya ▪ District development plans to be developed and compiled as provincial plan ▪ Database based feeding system is a must.
<p>Discussion with GA, DP Jaffna</p>	<p>Planning secretariat of the Jaffna District is working on developing District development plan in collecting the data through RBP process which introduced by Ministry of Pub Add.</p>

- Coping strategies for rural development is continues, people lost confidence in government interventions
- There are efforts to develop the value chains, local provincial national level and the preference is to have a bottom up approach instead top down
- Value addition should be within the region and no way should raw materials go out
- Approaches should be changed including designs, strategies and delivery
- First capacitate the non-state sector

Natarajan

- Community consultations, desk review revealed that the subsistent livelihood is still on, scale of operations is low and mostly failures and cooperatives arson different scope
- We look for a sustainable plans and we refer to government plans as well
- Post recovery should be happened with 5 years but we are after 7 years and not much happened
- Instead waiting until capacitate PC better look for alternatives
- Look at the government approaches towards rural sector and is good move
- Our interest is mainstream issues and look for solutions collectively may be GS with national level
- There are issues with political arena but in business sector there are scope, not trading of goods but of value addition aspects
- Scaling up existing business operations
- Starting new business ventures
- Linking to the market national international
- Local value addition is local make high value for markets of diaspora
- The foreign markets requires goods quality standards ethically produced
- Start work at the low level to higher level
- Support micro capital start ups
- The analysis says takes 2.5 years to repay loans
- I.e. Production of Maize in the region instead such things ones from the south.
- Actors of value chain as to work as enablers
- Connect rural economy to cooperate instead connecting corporate to rural
- This is a start and be a watchdog of UNDP approaches
- Look into successive as well as failure approaches
- Issuing of handouts
- Use of community development model
- Current model is private sector
- IRDG provide one stop service station with enterprise development support

Jeewa

- There is no good provincial system to support development
- May be because of no good leadership
- Private sector work is fine but the government system has to support
- No proper database no accurate baseline
- Documentation is missing
- Misinterpreted information on media
- Education outcome is low

A. Strengthen Planning secretariat and Provincial Development Plan

1. Support to strengthen institutional capacity and ability of the Planning secretariat of Northern Province
2. Facilitate the Provincial Planning Secretariat to Develop the Provincial Strategic Development Plan in consultation with provincial political authorities.
3. Reviewing of District Development plans and linking them to the Provincial sectoral plans
4. Provide support to develop and implement a system to collect and maintain a Resource Profile at provincial level through the planning secretariat. Also to develop the Village, Division and District Profiles.
5. Improve and establish a system at the Provincial planning secretariat for documentation and publication of the products and plans at provincial level.
6. Support to develop an IT based Monitoring system of development interventions for the Provincial Planning secretariat –

B. Support to Develop District Development Plan

7. Support to conduct an assessment and develop district development plan for districts of Mullaithivu, Kilinochchi and Jaffna.

C. Improve institutional functions of Provincial Departments

8. Support to improve institutional capacity of the Department of Provincial Revenue to systemize the revenue generation services
9. Support to improve institutional capacity of the Provincial Department of Motor Traffic to systemize the revenue generation services
10. Improve institutional functions of the Department of Commissioner of Local government and all ACLG offices.
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13. Establish a one stop service bureau to improve the industrial development and investment within the province.
14. Develop and establish provincial development authority for northern province to improve livelihood support.
15. Enhance and improve tourism industry within the province to enhance local economy and employment opportunities.

D. Service Delivery improvement and Capacity Development

16. Support to develop statutes for provincial council and relevant departments to institutionalize the services, service delivery enhancement and improve good governance practices.

Back to Office Report

Visit Date : 16th and 17th July 2016
Venue : Badulla
Mission Member : R. Dhanaraj.r

Purpose/Objectives of the field visit:

The objective of the visit is to attend and facilitate the certificate Awarding ceremony organized by Uvawellassa university for YLD programme conducted in Ampara district. Also planned to hold a separate discussion with youths to discuss on follow-up actions to sustain the programme and monitor progress within district.

Certificate awarding Ceremony chaired by the Vice chancellor, Dean of management faculty of university and 75 youths were awarded and 6 youths were awarded as best performers in the YLD Programme.

Participants

- | | |
|--------------------------------|-------------------------|
| 1. Vice Chancellor | Uva wellassa university |
| 2. Dean Management | Uva wellassa university |
| 3. Senior lectures | University |
| 4. Deputy Direcor of Education | Ampara district |
| 5. UNDP staffs | |

Discussed on the future interventions by youths and they should have engaged with community development interventions where that will helpful for their community. Also, these youths have enough capacity and recognized by university to start their own employment

Vice Chanterelle Suggested to incorporate the separate subject for English language and Computer skills for YLD youths which are most useful them to improve overall knowledge on the course.

R. Dhanaraj

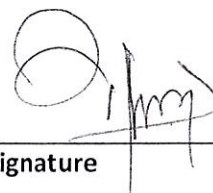
Name

Governance and CD Specialist

Title

Signature

Date of visit



17/8/16

16-17 July 2016

Back to Office Report

Participants - R. Dhanaraj
Date – 10 -14 July 2016
District – Jaffna and Vavuniya

Purpose/Objectives of the field visit:

Purpose of this visit is to conduct meeting with relevant officials of Provincial council to plan interventions for PC Projects. During my visit I have scheduled to meet, Deputy chief Secretary Planning, Commissioner of Local Government, Commissioner of Motor Traffic, Commissioner of Provincial revenue and Director Planning of District secretariat Jaffna and Kilinochchi. Also, planned to attend UNV interview to recruit a project assistant for Jaffna and Trincomale under PC project.

Meeting with CLG of northern Province

We had a meeting with CLG to identify the capacity development needs of the institution to improve the service deliveries. ACLG office in mannar district have improved the service delivery by establishing system for public services through practicing 5 S system. That was improved the staff performance and public satisfactions of the intuitions.

Also, CLG was suggested to implement same modality in other 3 ACLG office for their institutional functioning. Further, staffs required some additional trainings to enhance team sprite among them to success the overall task. They need behavioral changes, skill and knowledge to improve better product.

Department of CLG and ACLG are difficult to make proper plan and monitoring of the projects to ensure the progress. Currently they are managing through manually by collecting the information from field and relevant departments.

Asia Foundation has already supported to establish financial management system of MC and UC which is implementing in selected MC and UCs. Departments of CLG has 34 councils (1 MC, 5 UC and 28 PS) and that has to roll out in all the institutions.

ACG requested and suggested to improve the institutional functions of councils, CLG and ACLGs to enhance and systemize their services.

1. Support to improve system for customer services deliveries by implementing 5 System
2. Provide Capacity Development training for all level of staffs on overall administration and institutional procedures to understand the governance practices. Also, improve the team culture among the staffs to work in collaboratively with others. (All the trainings need to be conduct in out of the Jaffna district to encourage the participation and keep in on track during the trainings. (Training should include positive thinking, attitudinal change and team building)
3. These trainings required for CLG office, 5 ACLG, and 34 local councils – these capacity development trainings should target 40% staffs in the institutions.
4. Department need a software /system for data management such road construction works and other infrastructure information. Currently they don't have any system to review data for their planning process.
5. Improvement of operational functions / service of Pension unit which is functioning under Department of CLG
6. Improve a system for road infrastructures and maintenance through management Cycle.
7. Improve by-laws and legislation of local councils to systemize the services to many legal execution issues. (Asia foundation supported to develop Statutes 42 by-laws supported.

- Conduct a capacity development workshop to acquiring team aspect and leadership skills (Existing Staff)
- Arrange an awareness programme to Notaries and ADR
- Organize a workshop to Local Authorities staff (CLG, ACLG, Secretary)
- Conduct 10 days technical workshop for technical staff (Valuation, Assessment Techniques)
- Appoint a legal officer monthly allowance basis
-

Capacity Development needs.

- Improve staff capacities on technical skill to undertake the task as team to improve effective services.
- Improve / develop a system to update and tracking the revenue collection through automated way and install the system for operations. (This system was practicing by central province which was developed by SLIDA)
- Special training for technical staff (Valuation, Assessment Techniques).
- Conduct awareness programme to relevant departments and authorities to collect the revenue on time special focus to Notaries and ADR
- Introduce and improve the skill on Provincial revenue to Local Authorities staff (CLG, ACLG, Secretary)
- Appoint a legal officer monthly allowance basis

Discussion with Deputy Chief Secretary – NP

I have explained the purpose of the visit and discussed the interventions which can be carried out through the both projects which are in hand to start work in ground. The first meeting with chief secretary, he was agreed to implement both project and he ask us to manage as a UNDP project without talking two project. Other wise province will get miss understand to get more funds for their departments.

Chief Secretary of Norther Province has agreed to amend the existing LOA which was signed with CS under SDDP project to implement the activities through department of agriculture. further, the second LOA will be signed to transfer the fund under Peacebuilding project.
In overall CS

EU- SDDP Project

Under SDDP project we have allocated sum of EUR 100,000 for norther province and that fund will be used for following interventions which agreed by Deputy chief secretary of northern province. also he was requested to have an another round of meeting with chief secretary for get final approvals for further arrangement.

1. Develop a system for Planning secretariat planning and monitoring of the provincial planning secretariat to systemize the planning process in productive mannar. This will include with improving the capacity of the planning staffs in northern province (including other line ministries and departments).
2. Support to improve the institutional capacities of the Department of Provincial Revenue to systemize their services. Also, proposed to develop a IT based system to improve the revenue collection on time and share the information among relevant agencies.
3. Support to improve staffs capacities and functions of CLG, ACLG and selected LAs in the province. also, support to improve system for service deliveries of ACLG and LAs.

Back to Office Report

Visit Date : 7th and 8th June 2016
Venue : Trincomalee
Mission Member : R. Dhanaraj.

Purpose/Objectives of the field visit:

The objective of the visit is to attend the meeting with senior officials of the district secretariat and Deputy Chief Secretary, DP, AGA, Commissioner of Local Government to initiate the Project interventions through Provincial council of eastern province under SDDP Project.

Participants

- Government Agent,
- Deputy Chief Secretary
- Additional Government Agent
- Director Planning
- Commissioner of Local Government
- Director – Provincial Planning

District Development Plan.

I have explained the key interventions of the SDDP projects and interventions carried out through Provincial Council of Eastern Province. District secretary is highly appreciated the support for district development plan which is more supportive for them to plan their interventions with proper evidences. Additional GA and director planning are agreed and they are highly interested to engage to support the process. Also, DP suggested to hire a local consultant to carried out the interventions based in the district secretariat.

Also, AGA suggested that they have completed the RBP process and data have been collected and available for district planning. That was accepted and also, suggested to work through sector agencies to collect data in properly by consultative method.

DP will lead the process within the district and AGA will support through district administrative system

1. DP will develop TOR and hire a local consultant through government procedure.
2. District Secretariat should develop an action plan to complete the process.
3. DP will circulate the letter to all the sector agencies and Divisional secretariat get their participation for relevant workshops.
4. Planning secretariat of Provincial council will release the money to district and they have to submit the report by completing the task proposed under agreement.
5. District Secretariat will use the financial guideline which was used under GLED programme to spend the expenses for workshops and documentations.

Furthermore, GA has suggested to support to establish a system to work collectively / collaboratively by Central and Provincial government institutions to achieve the common goal of the district and Province. most of the time they have faced difficulties to finalize the some interventions which are overlapping during the implementation. Also, district and provincial agencies have poor understanding on their works and mandates. further, we have lots of capacitated human resources within the province based in central and provincial setup. But we newer utilized them and hearing from outside.

- Implement / practice new system / IT based solutions to enhance service deliveries of LAs and ACLGs
- Ensure the implementation of good governance practices within selected institutions such ACLGs and LA s
- Develop and maintain the centralized Planning & Baseline data information management system

3.2.5. Technical support to planning, budgeting and accounting in PCs and LAs

- Conduct a study / review on statutes which are currently using by Provincial council and identify new areas for new statutes development with support of Assembly
- Review and collect existing statutes, practicing by other Provinces in effectively
- Develop / modify new statutes for Eastern Provincial Council with proper approvals.
- Experience sharing / exposure with other provinces by conducting awareness workshop and validation workshops related to statutes
- Develop Provincial Development plan for Eastern province (2017 – 2021) – by reviewing and analysing existing Provincial Development Plan and District Development Plan.
- Support to strengthen the staff capacity of provincial Planning secretariats and planning units key departments of Provincial Council to enhance the services

Unit	Planned Activity / Budget Description	Allocated amount	Total	
CLG of Eastern Province	1	Conduct a study / review of the existing capacity of the ACLGs and LA s (Institutions)		
	1.1	conduct capacity assessment and produce report	200,000	200,000
	2	Improve capacity and productivity capability - Capacity development		
	2.1	Training module development	200,000	
	2.2	Conduct training programmes on Financial regulations to LA staff	400,000	600,000
	3	Develop and maintain the centralized Planning & Baseline data information management system		
	3.1	IT system development and Installations	500,000	
	3.2	Hardware expenses	500,000	
	3.3	Meeting and system validations	200,000	1,200,000
	4	Conduct a study and Identify the gaps on systems and IT based software in ACLGs and LAs		
	4.1	Conduct study on existing IT systems	200,000	
	4.2	Payment to conduct planning workshops	150,000	
	4.3	Software Development	1,500,000	
	4.4	Training and installations	150,000	2,000,000
	5	Facilitate to implement /rollout the systems and software developed / modified after gap assessment		
	5.1	Conduct workshops for IT based system	300,000	
	5.2	Meetings	90,000	
	5.3	IT training and exposure visits – 700,000	700,000	1,090,000
	Planning Secretariat	6	Monitoring and Evaluation of Activities to ensure the good governance practices	
6.2		Conduct review meeting at PC level	125,000	

Back to Office Report

Visit Date : 15th and 16th June 2016
Venue : Anuradhapura District
Mission Members : R. Dhanaraj.

Purpose/Objectives of the field visit:

The objective of the visit is to conduct the District Advisory Committee Meeting to review the progress of the project interventions implemented under SDDP project. Also, will discuss the future interventions and sustainable process of the project.

Participants

No	Name	Designation
1	Mr. D.P.G. Kumarasri	District Secretary
2	Mr. L.P. Madhanayaka	Assistant District Secretary
3	Mr. W.M.R.B Werasekara	Director Planning
4	Mr. U.S.Aruna Ravi	Chief Accountant
5	Mr. R.M.G Senarathne	DS, Nochchiyagama
6	Mr. E.R Thilakarathne	DS, Mahavilachchiya
7	Mr. M.Mubark	DS, Horowpothana
8	Mr. U.P.C.A Piyadasa	DS, Kebithigollawa
9	Mr. T. Benzigar	Regional Coordinator - UNDP
10	Mr.Kathiravel Ranjan	Governance Specialist Development Planning -UNDP
11	Mr. Manjula Pushpakumara	Field Project Associate -UNDP

Discussion points

1. Reviewed and updated the Case Management system which was introduced by Ministry Pub Add. the TOT trainings have been conducted and 5 officers were followed the trainings. Also, GA suggested to carryout the system at all DSs and that will very supportive Development officers to develop IG proposal.
2. E-citizen trainings have been conducted and DSs requested a desktop to feed the data, that was agreed to provide for selected 4 DS divisions. Suggested to send the official letter to PIU
3. DP explained the status of the DDP and suggested to discontinue the process due to lack of support from other stakeholders. GA not agreed to discontinue DDP and analyzed the bottleneck of the process and requested to finalize the process. DP agreed and tabled the past experience he faced to conduct the sectoral meeting.
4. Chief accountant agreed to release the funds according to government guideline and he need the valid document to process, Committee decided to approve the budget in the DAC and that approval is sufficient for the resource person payments.

Please Refer the attached meeting minutes of the DAC

R. Dhanaraj

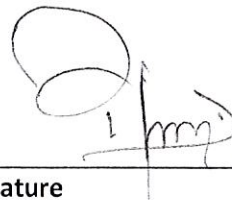
Name

Governance and CD Specialist

Title

Signature

Date of visit



17/8/16

15-16 June 2016

United Nation Development Program

EU Support for District Development Program

District Advisory Committee (DAC) meeting conducted on **15th June 2016** at Kachchery Complex,
Anuradhapura

Attendees: Government Agent, Additional Government Agent, Director Planning, Chief Accountant, Divisional Secretaries of all four divisions, Assistant Director Planning of All four divisions, Assistant Director Planning, Kachcheri, UNDP governance specialists, Regional Project Coordinator, UNDP, Programme Associate, UNDP and Managing Director, KIRIDO

Absentees: Officials from Rajarata University

- 1. Welcome and objective of meeting:** The Government Agent welcome the participants and briefly explain the objective of this meeting. He also highlighted the importance of conducting DAC meeting at regular interval.
- 2. Update on service delivery (As proposed in LOA):** AGA has briefed that E – citizen training programme conducted for two divisions, Kebithigollawa and Ippalagama. 10 divisions have been selected for Citizen charter, 4 division's training scheduled have been completed out of ten training programmes, balance will be carried out after the POSON festival. It was agreed that the Citizen Charter manual should be produced at the end training programme. The DAC forum emphasized the importance of having the CASE Management system in divisional level. So, GA proposed to organize the case management workshop with support of SLIDA and the trained officials will be allocated two cases in their respective divisions to be followed up. It was proposed to establish the performance management system in Kabethigollawa division by installing a software, which can be taken from Ministry as per proposal and requested to do the follow up.

3. Update and discussion on Preparation of District Development Plan:

The Director Planning briefly updated the progress of District Development Plan. The mail sent by him was taken for discussion. He indicated the following issues in his mail:-

- (i). Limitations of procedures of government payment system for the payments for the facilitator who are hired to conduct the workshops and the Planning Assistances/ personals who have been delegated responsibilities mainly report writings. Therefore, it is unable to get the services from respective personnel.
- (ii). Thought, It has initially been agreed to form the plan together with the provincial council, but due to workload assigned to the officials of the planning division of Provincial Council, proposed and planned workshops had to be postponed unexpectedly.

UNDP indicated also its concern on the 3rd point of the mail sent by Director Planning.

It was said and agreed by DP that he will be the coordinator and he will allocate sufficient time for DDP works for accelerating the whole process. He ensured that the district secretariat will play the roles which were indicated in the annex note.

3.4. Resource persons and workshop reporting

DP explained problems in identifying sector resource persons to conduct workshops.

UNDP agreed to provide support to identify resource persons and ready to provide workshop facilitation support if requested formally by District Secretariat/DP.

It was agreed that the workshop report (Problem tree, Objective tree and results framework) will be developed by the respective resource persons and 4 to 5 supporting hands can be given to the resource person to write the outcomes of the workshops during the workshop days. UNDP will provide the format for the report writings. It was agreed that these support hands can be chosen from the sector staff or can be hired.

a. Development Plan drafting and producing

It was agreed that UNDP will undertake the writing of sector plan works with the support of DP, sector staff (provincial & central) and district secretariats staff. It was agreed that the roles indicated in the annex will be played by the district and sector staff.

3.5. Action Plan for completing the whole work

Finally, the DAC took the responsibility to develop an action plan to complete the whole DDP tasks and share with UNDP.

4. **Presentation on overall progress on SDDP:** The UNDP Anuradhapura district staff did the PowerPoint presentation on overall progress of SDDP in the district. While doing presentation that the certain things was highlighted. The proposed civil work contracts are almost completed. The LED center, Oyamaduwa and five unites of agro collecting centers are above to hand over to the receipts.

UNDP also raised the monitoring mechanisms of infrastructure, which was constructed SDDP and the continues functioning to be ensured.

GA said that the monitoring and supervising the centers or the infrastructure build by UNDP, would be done by the respective EDOs in the area of responsibility.

Divisional Secretary, Mahawilachchiya replied with regards to handing over of buildings that they would prefer to do the pre-visit with engineering team and then taking over the buildings. Constructing set of market building for balance beneficiaries at Thanthrimale was agreed at the initial stage, possibility of putting up another series of shops through government funding was discussed. The LED center Oyamaduwa operational plan was raised by UNDP and the DS replied that they have collected Thambuththeagama Economic center's working model to be applied and they are working on it.

Back to Office Report

Visit Date : 30th June to 1st July 2016
Venue : Anuradhapura
Mission Member : R. Dhanaraj.

Purpose/Objectives of the field visit:

The objective of the visit is to attend and facilitate the workshop which was planned and organized to understand the project interventions in line with the LOA, also, review the current status of the activities against budget allocated to the district. That was requested by GA to prepare an action plan for future to ensure the completion of project interventions.

Participants

- Additional Government Agent,
- Director Planning,
- Chief Accountant
- 4 Divisional Secretaries
- 7 Assistant Director Planning
- UNDP staffs

Workshop and Discussion Points.

I have facilitated the workshop by reviewing the LOA and interventions proposed under each component to understand the link between the day-do-day activities of the district and Divisional secretaries. All the participants were cleared on interventions and budget allocation in each line.

All the Divisional secretaries have presented the Progress /activities and financial status carried out within their divisions. Most of the activities have been carried out and continuing at ground level and they have no spend the fund due to lack of awareness on the financial status.

Some of the Interventions have been completed and that are over expended where they don't have sufficient allocation. More than 20 Trainings workshops have been completed and that are conducted to Grama Niladaries, and other development officer to improve their skill and capacities on Roles and responsibilities of the particular sectors.

Most of the interventions have been implemented by the relevant units and that are charged from different / selected few budget line where those are not relevant to the activity line.

Back to Office Report

Visit Date : 26th – 27th May 2016
Venue : Puttalam District
Mission Members : R. Dhanaraj.

Purpose/Objectives of the field visit:

The objective of the visit is to conduct the awareness workshop on YLD Programme, Conduct a meeting DP to finalize the activities remaining in the LOA. Also, planned to discuss with NGO – RDF to review the progress of CBO capacity development.

Meeting held with DP and ADP to explained the current situation in the district, That are in line with the LOA and activities are on time by spending the allocation in properly. Also, suggested to submit the documents for next tranche and field staffs will work on that.

YLD Awareness and Team building Workshop – for Sinhala medium Groups

The YLD awareness and team building session have been conducted for Puttalam batch (25 youths) and explained the project and objective of the programme. ADP and relevant development officers in the divisional secretariat have attended the session and discussed to increase the number of participants with collecting the application from youths. ADP requested all the youths to check with other youths who applied and selected for the course.

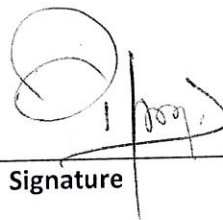
Awareness session have been completed successfully and planned to start the course first week of June 2016.

R. Dhanaraj

Name

Governance and CD Specialist

Title



Signature

12/8/16

26-27 May 2016

Date of visit

P.Manoj – FPA, Ampara
Mission to: Exposure Visit for Good Governance on managing community based organization

Field Monitoring Visit Report

Field Offices and Districts Covered :	N/A
Projects Operational :	GLED
Mission Members :	P.Manoj – Field Project Associate
Visit Venue and Date :	29th to 31st of July 2016
Venue: Jaffna	

CBOs visited:

1. Ambal Fisheries Society in Karainagar – Mr. Rajasanthiran, Chairman 0773535838
2. Yalco Milk Society in Kopai –Mrs.Thayalini -0779900074
3. WRDS, Kopai – Santhira 0771704581

Total Participants: 57

From: Sammanthurai, Navithanveli, Irrakkamam, Alyadivembu & Pothuvil Division.

- Selected CBOs: 35
- Government Staff: 16
- SWOAD Staff: 02
- Representatives from UNDP: 02
- Driver & Assistant: 02

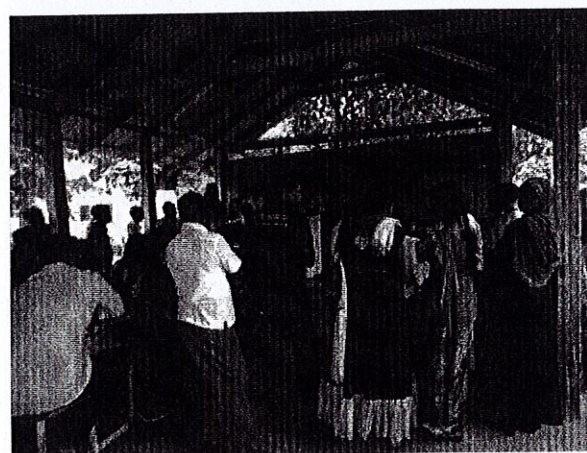
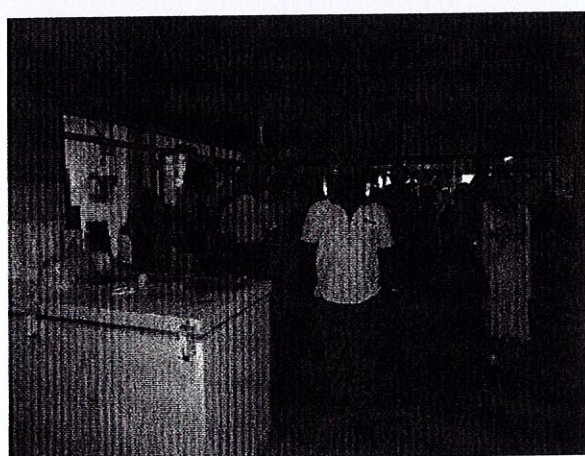
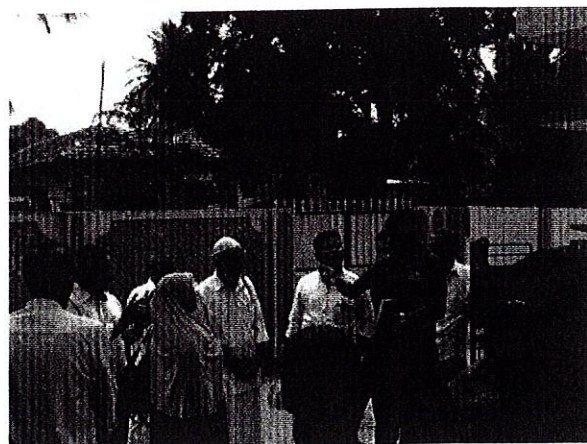
OBJECTIVE OF THE EXPOSURE VISIT

- Improve the capacity of Community Based organizations selected in 6 project locations of Ampara district and help them in their community development activities.
- Learn new issues from CBOs in Jaffna and share experience of CBOs visiting from Ampara with them in a bid to create new thinking on how to act in effective manner.

Programs:

- After 2 minutes religious observance, Mr. Sugenthiraraj , the Project Officer explained the objective of the Visit, starting the program.

Exposure visit photos



P. Manoj
Field project Associate
UNDP-SDDP
Ampara

Back to Office Report

Visit Date: 31st May – 03rd June 2016

venue: Yavuniya, Mannar

Mission Members: Nicholas Prishantha Welathanthry, Nirasha Jayetilleke, Saumya Muthulingam

Purpose/Objectives of the field visit:

Collect Qualitative and Quantitative information for SDDP Annual Report 2016

District and Location	Activity Type	Status	Observations	Recommendation
Yavuniya	Infrastructure development, Business Plan training and mentoring	Infrastructure construction ongoing, 1st phase of BP training completed	New product development has commenced and few new markets captured. Plan is in place to expand the operation once the building is completed. The EAS officers are well aware of this initiative and have a plan to continue to support this women's group	Since this will be a new business venture to be managed by the women group alone, without the responsibility of the industrial dept., a lot of time and effort would be required to build their confidence and take them through this journey. The EAS unit seems a good establishment to do this, given that majority officers are female too.
Yavuniya	Producer Organization	Construction of the building ongoing. Procurement of Mechaneries in process	The PO purchase raw materials locally and process. Current production capacity can be covered only MPCC outlets in Yavuniya. According to the PO management, the production will be increased and included value additions such as proper packaging, labeling etc.	Procumbent process needs to be Expedite and provide other capacity building trainings.
Yavuniya	YED beneficiary, female	1st phase BP training and in kind complementary support provided.	Tailoring business expanded, new products begun, 2 new employees recruited. Maintaining and recording of finances has begun, which is a new aspect of business for her.	Further mentoring for her to strengthen the business with additional support for financial mangement would be good to pursue.
Yavuniya	DDP process	Ongoing	Discussion had with Education sector head. Results framework in the process of being developed. 7 Community consultations held with Student Management Committees and through these problem tree identified and KPIs established.	Need is to fast track this process, as the data collected will be outdated and not valid as baseline status.

Discussion with AGOP in progress	RBM, RBM Tool	Ongoing	RMB training for all three sectors completed. Identified the activities, indicators. Shared the indicators of trust areas with relevant partners to collect data. Logframes in all sectors completed. Data Collection using Blue Book in progress and data entering to the RBM tool ongoing	Data collection should be completed and submitted to Consultant for developing the District Development Plan. There are lots of bugs/system errors in RBM tool, those needs to be rectify to SLIDA.
Discussion with ACLG, District Secretariat	Service Delivery Improvement	Ongoing	Introduction of 5s system, staff training on Proposal writing and billing services to LGs have seen increased staff morale, productivity and also greater public awareness and interest to make on time payment to LGs for rates/taxes. More system introduction and staff training is planned.	
Discussion with HR Department				
Discussion with HR Department	Improved productivity	Completed	HHs interviewed have been keen to adopt the new learnings under the HH productivity training. Family involvement in this process has been reasonably good, as well as promoting this amongst their neighbors.	
Discussion with YLD Group	YLD Trainings	Completed	YLD completed business plans and some have implemented and took necessary steps to overcome community issues. Link with CBOs are not strong yet.	Integrate YLD Group with other activities need to facilitate
Discussion with CBOs in Mannar				
Discussion with CBOs in Mannar	CBO Capacity Building	Completed	Observed that the community issues are discussed in CBO network meeting with District Secretariat	
Discussion with PO, Mannar MPCS	Producer Organization Infrastructure, Machinery and Transport Facilities	Ongoing	Rice mill has started functioning The lorry is used to collect Fruits and vegetables of local farmers and selling in the town/out of Mannar.	
Discussion with PO Nanantan MPCS	Producer Organization - Infrastructure, Machinery and Transport Facility	Ongoing	have received rice and chili processing machinery which will help in enhancing quality of rice and chili powder. The vehicle provided by the UNDP helped to reduce the transport cost of the farmers and it helped to find a new market place in Dambulla.	

Data collection to the SDDP Annual report on 9th and 10th June 2016

Activity	Methodology	Time	Venue	Expected No. of Participant	Status
1 Youth Leadership Development	Focus Group Discussion	9.30am	DS office Mahavilachchiya	10	Confirmed
2 Community Based Organization	Focus Group Discussion(10 representatives from 10 CBOS)	11.00 am	DS office Kabithigollawa	10	Confirmed
3 Producer Group	Focus Group Discussion and Questionnaire (ONE producer groups with 10 members)	3.00 pm	Horowpothana	10	Conformed
4 Youth Entrepreneur Development	Questionnaire (7 YEDs)	12.00 noon	Kabithigollaw	7	Confirmed
6 Infrastructure	Focus Group Discussion		Thanthirimale Market Complex	10	Pls confirm
7 District Development Plan	Key Informant Interviews(official of Kachcheri)	9.30 am On (10 th June 2016)	Kachcheri, Anuradhapura	1 (Director Planning)	Confirmed
8 Service Delivery	Key Informant Interview	10.30 am (10 th June 2016)	Thirappane DS	1(Divisional Secretariat)	Confirmed

Back to Office Report

Visit Date: 08th June –10th June 2016

e: Anuradapura

on Members: Nicholas Prishantha Welathanthry, Nirasha Jayetilleke, Saumya Muthulingam

ose/Objectives of the field visit:

ollect Qualitative and Quantitative information for SDDP Annual Report 2016

strict and Location	Activity Type	Status	Observations	Recommendation
adapura				
h Leadership elopment - avilachchiya	YLD	Ongoing	Two modules have completed out of 14 and the course conduct by Rejarata University The youth group has develop the business plans based on the identified community and conduct awareness programmes related to alcohol, drug, kidney daisies etc. Since the youth leadership programme just started there is no any integration with other programmes such as linking with CBOs etc.	Build possible integration with other interventions, build linkage with local producers and farmers so the community/farmers around the area will get benefits as well.
rastructure - Thanthirimala rket Complex	Livelihood Infrastructure	Completed	All seven shops are functioning. Since vendors mere get benefitted from the shops, vendors have received permanent place to do their business, there is no any community linkage, selling local products, link with producer groups or CBO. No any benefits for local producers or farmers. Related maintenance, vendors are not aware their responsibilities as aperatelyh the shops are under the temple society	
ommunity Based rganization - Community ased Organization			Trained on producing milk based products, rise based product, marketing, hygiene practices, packaging and labeling ect. No equipment were provided yet. The members are not prepared for starting a business as they are not confident about market arrangement and non of them are not doing similar kind of businesses.	It is necessary to provide business counselling before providing the equipment as the PO members did not show strong commitment to get into new business.
roducer Group - orowpothana - Milk Based roducers	Producer Groups	Ongoing		CBOs do not have much understand about the programme, father counselling is need to integrate the activities.
ommunity Based Organization - Horowpothana	CBOs	Ongoing	CBO capacity building trainings in progress.	

Visit Date: 12th – 17th June 2016

Location: Batticaloa, Ampara, Monaragala

Team Members: Nicholas Prishantha Welathanthry, Nirasha Jayatileke, Saumya Muthulingam

Purpose/Objectives of the field visit:

Collect Qualitative and Quantitative information for SDDP Annual Report 2016

District and Location	Activity Type	Status	Observations	Recommendation
Kachery Premises	YLD - Governance	Active		
Producer Organization - Galathenna Welfare Society				
Producer Organization - Galathenna Welfare Society				
Producer Organization - Galathenna Welfare Society				
Producer Organization - Galathenna Welfare Society				
Producer Organization - Galathenna Welfare Society				
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Producer Organization - Galathenna Welfare Society				
Producer Organization - Galathenna Welfare Society				

Karathivu DS is very active in CC and have made real changes in the organization, the entire office now have changed toward client/customer center approach which have resulted in increase of the revenue of the DS office. This DS office can be a model office to show how to adapt CC in day to day office work and how can implement the CC with out any financial assistant from external.

YLD youths are active in the their community but they still need more mentoring.

other activities are in initial stage and couldn't meet the CBO's due to miscommunication between the field officer

Need more coordination and beneficiaries need to be aware what UNDP/SDDP project offer and not offer, as beneficiaries have given more hopes that the project implement. Need more documentation

Itinerary for M&E Visit - Batticaloa 13th & 14th July 2016		
Time	Events	Description
Day 1 (13.06.2016)		
9.30am - 10.30 am	FGD with YLD Team at Paddipalai	a (10-12) mixed group of YLD youth would be participating at FGD at Paddipalai division, Participants will participating from 4 DS divisions
10.30am - 11.30am	PG-Coir Producers Group	The Members who were supported for Palmira production will be participating at the questionnaires review.
11.30am -12.00	FGD with CBO Members at Arayampathy	The multi ethnicity CBOs members will be participating at the FGD at Arayampathy Division
2.00 pm -3.00pm	KII with EAS & GIS	The focal points (Key informants) of GIS and EAS will be interviewed at district Secretariat. Asst. Director of Planning and the consultant for EAS.
3.15 pm - 4.00 pm	KII with PG Tailoring Group at MN	The Member KAVIYA Organization (IP) and focal beneficiary will be participating at the interview.
Day 2 (14.06.2016)		
9.00am - 9.30am	FGD for PG Palmira Group at EP division	The Members who were supported for Palmira will be participating at the questionnaires review and Kaviya (IP)
9.30am - 10.30 am	KII with "Annapoorana" Production	The key informant from PO of "Anna Poorana" will be interviewed at, Mailambavelly.
10.30am - 11.15am	KII with BSGA	The key informant from PO of Seed paddy production will be interviewed at Vantharumooal, Chenkalady
11.30am - 12.00	KII with Ilupaddichenai Cooperative Society	The key informant from (PO of Milk processing) - Ilupaddichenai Cooperative society will be interviewed

Itinerary
Assessment to collect outcome level quantitative and qualitative data for upcoming SDFP Annual Report.

Visit by: M&E Team

Districts: Ampara

Date: 14 & 15 June 2016

Date	Time	Activity	Description	Venue	Contact
14/06 2016	02:30PM-	Citizen Charter-1	Key Informant Interviews	Karathivu DS Division	Mr. Manoj- 077770966
	04:00 PM	1 - E citizen	SD	Thirukkivil DS	Mr. Jawahir 0775999432
15/06 2016	09:30AM-	DDP- Agriculture Sector,	Key Informant Interviews	Kachery Premises	Mr. Rohitha 0774085936
	12:30 PM	YLD	Focus Group	Kachery Premises	Mr. Jawahir 0775999432
	02:00PM- 04:00 PM	Welfare Society, / Livestock & Daily Farmers CO-OP Society LTD(Galoya), / MPCs-Thirukkivil	Key Informant Interviews	PO's Field Office	Mr. Jawahir 0775999432
16/06 2016	04:30 PM	M&E Team leaving to Monragala			
	09:00AM- 02:30 PM	Producer Groups Name-Producer Group-03 Damana DS division/ Navidanveli-2 Producer Group	Questionnaire	Damana & Navithanveli DS Office	Mr. Manoj- 077770966
		YED	Questionnaire	Alayadivenbu DS Office / SWAD Office	Mr. Jawahir 0775999432

District and Location	Activity Type	Status	Observations	Recommendation
Batticaloa				
FGD with YLD Team at Paddipalai	YLD	Ongoing	The YLD training programme has completed. The Youth Group is involving with community activities and development of proposals completed. Student have a thought of as one YLD is given more important by the UNDP and other were ignore. Even they could't submit their project proposals directly to the univeristy or the lectures but have to wait for the Girl YLD from the first batch, this make the process delay. and they feel thier ideas are over dominated by the particular YLD as UNDP listening only to her ideas.	Need to integrate the YLD with CBOs and EAS Unit. And also it is important to link the YLD with GA and DSS in available programs. All the YLD's should be given equal opportunities
PG -Coir Producers Group	Women Producer Group	Ongoing	Provided equipment to produce doormats. Training provided to produce new designs by NDC and other related products.	After the training quality has improved and with the new machines production has increased. Currently the potential buyer is Kaviya.
FGD with CBO Members at Arayampathy	Women Rural Development Society	Ongoing	GIS centre in District Secretariat established. EAS units are not setup yet. Necessary equipment including plotter, computers provided to GIS centre and trainings are ongoing.	Mapping Software not provided, GIS unit is using a crack version.. Need to discuss for stationery arrangement for the GIS unit specially toner for Plotter and papers.
Kil with EAS & GIS	Service Delivery	Ongoing	Trainings ongoing and machines provided. Through local buyers, Kaviya, PG is getting orders from local buyers.	
Kil with PG Tailoring Group at MN	Producer Group - Tailoring	Ongoing	Basic and Advanced Palmyra handicraft trainings and tools provided. PO Group is producing quality and new designs. Potential buyers for their products are Laksala, Kaviya, and NDC	
FGD for PG Palmitra Group at EP division	Producer Group - Palmyra	Ongoing		
Kil with "Annapoorana" Production	Producer Organization			
Kil with BSGA	Producer Organization			

Visit Date: 30th - 31st May to 1st -4th June 2016

Venue: Batticaloa & Anuradhapura

Mission Members: Governance Specialist –Development Planning

Purpose/Objectives of the field visit:

1. Participating and facilitating in the SME , Vocational Training , Tourism sector workshops and provide technical inputs –Batticaloa
- 2 .Participating and facilitating in the SME sector workshops and provide technical inputs –Vavuniya district in Anuradhapura

Target Groups

1. Batticaloa:- Government sector staff and UNDP staff and Planning Director and Planning officers.
2. Anuradhapura: GA,DP, UNDP staff and sector staff

Actions

1. Technical inputs give to sector on Result frame work in Batticaloa and discussed and developed Problem and Objective trees and results framework.
2. Technical inputs give to sector on Result frame work in Batticaloa and discussed and developed Problem and Objective trees and results framework.

Observations:

- In Batticaloa and Vauniya districts(Anuradhapura), the staff participated in the workshops are recently recruited Development officers. Only the provincial assistant director provincial council was the higher level officer other than DP and GA. In both districts data are not available and there is no organization lead the sector.
- In Batticaloa also there is no coordinated function .Therefore the participants were unable to provide sufficient information.

Conclusions and Follow-up Actions:

The workshop didn't achieve the expected target and there is real need for data collection and management related to sector development.

K.Ranjan

05/06/2015

Governance Specialist – Development Planning

25-26th May2016

Title

Date of visit

June **BACK TO OFFICE REPORT**

Visit Date: 12th – 17th July 2016

Venue: Vavuniya

Mission Members: Governance Specialist –Development Planning

Purpose/Objectives of the field visit:

1. Participating the health sector final workshop
2. Full filled gaps areas made my Lead Consultant in the other major sectors.

Target Groups

1. Health Government sector staff and UNDP .
2. Government staff of other sectors

Actions

1. Technical inputs given to the sector on Result frame works and finalize preventive section of the health sector.
2. Developed and did fine tuning on the work and finalized the Results Frame works of the Local Government, Crop sector and Industrial sector..

Observations:

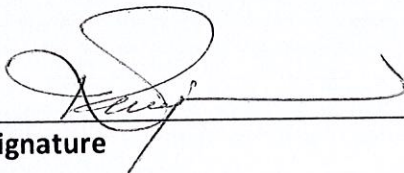
- Unorganized information received from LC.
- Vavuniya district needs to give more attention to DDP to complete the task before end of this June.

Conclusion/Followup action

Vavuniya UNDP will share the Results Frame work with the sector working group and completing the results frame work by filling baseline and target columns.

K.Ranjan

Name


Signature

Governance Specialist – Development Planning

Title

12th – 17th July
Date of visit

M T Abul Kalam, Field Projects Specialist, Puttalam and Anuradhapura
Mission to : Anuradhapura to attend Synergy workshop

Back to Office Report

Field Offices and Districts Covered: UNDP Anuradhapura

Projects Operational: GLED/SDDP

Mission Members: Field Projects Specialist and FPA

Visit Date: 17th May 2016

Purpose/Objectives of the field visit:

1. The workshop held to discuss the synergy of projects of EU SDDP in Northern Region

Itinerary and Discussion Points:

- Existing synergies
- Proposed synergies
- Action plan

Observations:

This workshop helped us to understand the existing synergies of different agencies in our district and the region and gave us an opportunity to plan future synergies and action planning.

Conclusions and Follow-up Actions:

- Share existing and proposed synergies