



QUARTERLY REPORT:
January – March 2012

Chars Livelihoods
Programme, Bangladesh

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Abbreviations

ATP	Asset Transfer Project
AI	Artificial Insemination
BCRDV	Baby Chick Ranikhet Disease Vaccine
BNP	Bangladesh National Party
BQ	Black Quarter
CDO	Community Development Organiser
CDS	Community Development Supervisor
CLP-2	Chars Livelihoods Programme, Phase 2
CPHH	Core Participant Household
CSK	Char Shasthya Karmis or Village Health Workers
DFID	Department for International Development
DLS	Department of Livestock Services
DLSO	District Livestock Services Officers
DPP	Development Project Proforma
ED	Executive Director
FAO	Food and Agriculture Organisation
FIVDB	Friends in Village Development Bangladesh
FMD	Foot and Mouth Disease
FY	Financial Year
GoB	Government of Bangladesh
IEP	Infrastructure Employment Project
ILO	International Labour Organisation
IML	Innovation, Monitoring and Learning Project
IMO	Implementing Organisation
LSP	Livestock Services Providers
M4P	Making Markets work for the Poor
MoU	Memorandum of Understanding
MSP	Maxwell Stamp PLC
PAC	Practical Action Consulting
PM	Programme Managers
PRD	Partnerships and Relations Division

RDV	Ranikhet Disease Vaccine
RDCD	Rural Development and Cooperatives Division
SC	Satellite Clinic
SD	Social Development
SDC	Swiss Agency for Development and Cooperation
SSP	Special Service Provider
TW	Tube well
UNO	Upazila Nirbahi Officers
UP	Union Parishad
VfM	Value for Money
VSL	Village Savings and Loans (groups)

1. Introduction

This document reports on progress in the second phase of the Chars Livelihoods Programme (CLP-2) in Bangladesh – a programme funded by the UK's Department for International Development (DFID) and the Australian Agency for International development (AusAID). The report covers the period January to March 2012. This is the eighth quarter of CLP-2 and the third quarter of the financial year 2011/12.

1.1 Team Leader's Overview of the Quarter

The current report covers the period from January to March 2012 and represents the third quarter of the CLP financial year (FY) and the last quarter of DFID's FY. The past three months have been busy, not least in preparing for, and the hosting of, the CLP-2 Annual Review. The CLP is pleased to have received an 'A' (i.e. the outputs met expectation), for progress against objectives and logframe targets and this result bodes well as the programme heads towards its mid-term review in early 2013.

The annual review highlighted one or two areas where it considered that insufficient progress had been made; especially in the areas of market development and partnerships. However, the review team did say that with the recent start-up of the "Making Markets Work for the Chars" project of the Swiss Agency for Development Cooperation (SDC), market development activities should get a rapid boost. As far as partnerships are concerned, disappointment was expressed by the review team with the failure of BRAC to adopt (at least at present) more of CLP working areas for its health coverage. The review team did acknowledge, however, that the delay in GoB signing the programme DPP had proven a hindrance to progress in partnerships, e.g. in education. Nonetheless, it should always be remembered that partnerships together with advocacy are areas where the CLP seeks to persuade partners to bring services to the chars but, in the final analysis, relies on the interest of others to deliver services.

Towards the end of the quarter, following production of the results of the annual review, the CLP senior management held a regular quarterly meeting with the Executive Directors (EDs) from serving IMOs. Although the centrepiece of the meeting was to provide feedback from the review, EDs also had the opportunity to raise issues and ask questions of senior management. The EDs meeting was followed the next day by the usual quarterly meeting between CLP's Unit Managers and the Programme Managers (PMs) from the same IMOs. This meeting, held in Bangla, focused on presenting feedback from the review as well as raising issues and jointly problem-solving. A key content of the meeting was to ensure that the CLP can achieve its full work plan and budgetary spend by end-June 2012.

Since March 31 marks the end of the DFID financial year, the CLP worked to achieve the budget and work plan up for the twelve-month period. At the time of writing the Finance Department at the CLP has reported a total spend for the 12 months of £13.5 million; 100% of the anticipated total. All technical and financial staff members have worked hard to ensure that this important financial target was achieved while Maxwell Stamp PLC have ensured that sufficient funds were always available to the team.

The CLP received several visits during the quarter. Of note were two independent missions led respectively by the Head of the Food and Agriculture Organisation (FAO) that looked at CLP's work in training and setting up livestock service provider businesses across the chars. The CLP is hoping that the FAO can help to facilitate a reliable supply of quality livestock vaccines; always in short supply in Bangladesh. A second visit was led by the Head of the International Labour Organisation (ILO) who was interested to see the CLP's activities on the chars and whether aspects of ILO programmes could be extended to the chars. One possibility, currently under discussion, is support in carrying out

market value chain analysis for products emanating from core beneficiaries. In the second half of March, the CLP joined with sister programmes to host a visit from Yolande Wright and Joanne Manda from DFID to the Rangpur area.

Progress has been as anticipated during the quarter. Key elements of both progress and performance of individual units within Operations, Partnerships, IML and Finance & Procurement together with issues and problems are presented in the sections that follow.

Finally, in the last quarterly report, it was mentioned that the CLP was experiencing difficulties with some members of Union Parishad councils that had attempted to defraud funds from IEP accounts and/or IEP workers during the *monga* plinth-raising campaign. All but one has now been resolved by the timely intervention of various members of the CLP team, led by the Deputy Team leader. Such problems arise in most years but are much less of a problem than early in CLP-1. Nonetheless, a case remains outstanding in which Tk. 300,000 was taken by a union chairman from the *monga* account. The CLP attempted to recover the money from the individual concerned but after much prevarication the case was reported to the police and litigation is currently ongoing. To date we have managed to recover Tk. 95,000 and the case will continue until all funds are received.

Among important issues for senior management in the upcoming quarter are:

- To complete the budget and work plan for FY 2011/12;
- To develop a proposed budget and work plan for FY 2012/13, to share the same with the CLP donors and to present these for approval at a Programme Steering Committee (PSC) meeting in Late May/early June;
- To push forward in partnerships with the Department of Primary and Mass Education to bring learning centres to the chars;
- To review the final version of the Annual review report, develop a decision matrix of proposals, and agree with the donors which ones should be taken forward. One particularly important area for decision is whether or not to carry out another sweep for beneficiaries across CLP's old districts or whether, as had been decided at the last PSC meeting, to go into the remaining three districts westward along the Padma River towards India;
- To continue working to improve value for money (VfM) within the programme. This will likely involve a second technical input from a VfM specialist;
- To carry out staff evaluations for 2011/12 and award performance related salary increases.

1.2 Deputy Team Leader's Overview

The political situation in Bangladesh is currently volatile because of the confrontational politics of the government and the opposition. The main opposition party, the BNP, and its allies are holding rallies and observing hartals (strikes) while the Awami League-led government has undertaken unprecedented clampdowns on the opposition programme. The BNP has declared that if the government does not restore the caretaker government system then they will start a movement to topple the government. Meanwhile, the government is blaming the opposition's activities as an endeavour to protect war criminals.

Bangladesh's economy is facing challenges at the moment because of its policy mismatch. It is apprehended that recurring power and gas crises, slow investment, spiralling inflation, liquidity crises in the banks, price hikes of essential commodities and absence of political stability may hinder the expected economic growth in the current fiscal year. However, remittances from overseas workers, sudden improvements in the export of jute goods and the expected production in the agriculture sector, will help Bangladesh's economy to overcome strong hurdles in maintaining a sense of stability.

2. Operations Division

2.1 Overview

Overall progress on most key indicators has been as predicted. Problems in achieving original household plinth raising targets is being addressed. A comprehensive assessment of local plinth raising needs and feasibility was successfully carried out and concluded and was a key input to the Annual Review process, and subsequent suggestions of revising targets and possibly re-weighting the logframe.

An exercise was carried out to establish categories of chars based on their geographical features and flooding exposure. This is a very inexact science at this level, and one prone to annual and seasonal dynamics as well as inexact definitions.

Approval of additional nutrition project has been given by DFID for GBP3.5m over the next 3 years. This project, in coordination with other DFID extreme poverty projects which will provide standard inputs to the same categories of recipients and use a common monitoring and impact assessment methodology, is now awaiting contract amendment/agreement in order to proceed.

Market Development Unit (MDU) has now got off the ground and is well on the way to recruiting a full staff complement, and is in late stages of procurement and contracting of external agencies to assist with sector analysis and subsequent implementation. A draft agreement with SDC-funded M4C has been reached with a division of sectors, with MDU focusing on livestock and building on CLP's past experience. A joint DFID-CLP-SDC-M4C workshop held in March reaffirmed the donors and the projects will collaborate and this agreement is a fundamental basis of this coordination. CLP's Livelihoods Unit is also fully behind the new directions that MDU is taking and the two Units are working with the same objectives in mind. Close integration between these two internal approaches will be key to smooth implementation. While more time is needed for Co-facilitators to learn about their respective sectors, produce sector analyses and embark on implementation plans, MDU is also exploring small pilot activities to inform analysis from a hands on experience.

The previous Social Development Coordinator departed CLP following a failed recruitment round but the CLP has successfully headhunted a new candidate who has agreed to join from mid April.

Re-tendering health service supplier is necessary and this will be one major activity to take place before the start of the next financial year.

Operations Division has outline plans for a social marketing approach of improved cook stoves and solar lanterns, and is again exploring collaboration with GIZ on piloting new approaches. While GIZ's methodology relies on significant subsidies for the extreme poor to access both products, CLP would like to trial minimally subsidised approaches in order to maximise the growth in enterprises selling and installing these products.

2.2 Infrastructure Development

The following table shows progress against key infrastructure targets for the period January – March 2012.

Indicator	July – December '11		January – March '12		% progress towards 9 monthly target
	Target	Achievement	Target	Achievement	
Plinth Raising	5,727	5,590	2,915	7,129	147%
5-ring Latrines	500	500	-	-	100%
Low cost latrines	6,226	5,604	3,000	825	70%
Shallow TW	206	215	-	4	106%
Platform around TW	1,129	1,229	-	-	109%
GPS coordinates	13,100	11,205	5,000	9,029	112%
Arsenic test of TW water	2,660	1,950	500	851	89%

2.2.1 Dry Season HH plinth raising

The period from January to May, between the harvesting and the planting of crops, is the ideal season for plinth raising as the earth/sand becomes dry, making the collection of earth an easier process. Grant agreements have been signed with 14 IMOs for raising 9,761 HH plinths. 19 Union Parishads (UP) have also been contracted to raise plinths for another 1,028 households. Four UPs were denied funding in this dry season plinth project, because of their poor performance (financial irregularities) during the last *monga* period Infrastructure and Employment Programme (IEP). At the end of March, 7,129 households have been raised on plinths during the quarter (against a target of just under 3,000 households).

People living in Tangail and Pabna as well as in the proposed new districts of Rajshahi and Chapai Nawabganj have better employment opportunities compared to the northern districts. The wage rate is higher in these new districts because of wider employment scope in the agriculture and non-agriculture sectors and their proximity to Dhaka. This made it difficult to hire the required number of labourers from these areas to move earth on the same wage rate as in the last IEP. It would be necessary to have a separate and higher wage rate for those new districts.

2.2.2 Improving Sanitation Practices

Open defecation is a very common practice in the chars and can cause serious health hazards. CLP is aiming to improved sanitation practices on the chars. During CLP 1, sanitary latrines with 5 rings, concrete slabs attached with plastic pans with water seals, and a corrugated iron superstructure were installed on the raised plinths of core participants. For CLP 2 participants, it has been decided to stop providing this model of latrines and rather expand the low cost model piloted during 2011. Low-cost latrines consist of a concrete slab with water seal and a 5 feet deep pit protected by a cage made of bamboo or other suitable material. The intervention targets the whole community. All households, irrespective of whether they are core or non core, are eligible to receive the subsidy provided. They construct the latrine on raised plinths above the flood line. Any household not living on a raised plinth is also eligible for a subsidy if they first raise a "latrine plinth" above the flood level. IMOs supply the concrete slab and provide a cash subsidy of Tk. 400 to those HHs living on raised plinths and Tk. 650 to those who live on low plinths but will raise a plinth for latrines.

Out of the approximate 260,000 HHs in the CLP 2 area, approximately 20,000 HHs (7.5%) have sanitary latrines of their own, approximately 45,000 HHs will not be covered as CLP has pulled out of some villages in Gaibandha and Kurigram and approximately 20,000 HHs will remain out of this project as the households will be unable to raise latrine plinths due to the very high flood line. Some households with one or two members will share latrines with people living on the same plinths. However, CLP will try its best to make sure, through hygiene and sanitation education, that the people without subsidised latrines no longer practice open defecation and use pit latrines. It has been estimated that if CLP provides subsidised latrines to 140,000 households the entire population in the CLP 2 area (except the areas mentioned above) will get access to improved sanitation provisions.

Grant agreements have been signed with 13 IMOs for the installation of 9,215 low cost latrines between January and June 2012. At the close of March, 825 latrines have been installed. The achievement in this quarter fell short of the target because of high transportation costs as the river water level is still very low. The contracted output will, however, be achieved at the end of June.

The low cost latrine project will be expanded gradually. In the current financial year (July 2011 to June 2012) 14,000 latrines will be installed and during the next financial year it will be possible to increase the output up to 40 - 50,000 latrines per year.

The targeted areas did not experience big floods since the new approach was launched. CLP is not quite sure how the latrines will perform during future floods. Another issue to be accounted for, is the awareness level of non core participants on the use and maintenance of the latrines as the CLP interacts with these households less frequently.

2.2.3 Improving Access to Clean Water

Many households in Kurigram and Gaibandha still do not have access to safe drinking water. CLP provides safe drinking water through subsidies for shallow TWs. One household amongst those sharing the TW pays Tk. 1,000 to own the subsidized water point. By doing so, that household declares that it will maintain and keep the TW operational, and grant unimpeded access to all other households wishing to use it. The owning household also has the authority to move the TW in case of an erosion threat. A full subsidy is provided to construct a concrete platform around the tube wells provided.

Here are some of the TW standards set by CLP:

- The tube well is on raised ground;
- The depth of the tube well is at least 40 feet;
- The arsenic level of the water is within 0-50 ppb; and
- At least three households use the TW.

Contracts have been signed with 15 IMOs for the construction of 188 shallow TWs and 1,658 platforms between January and June 2012.

CLP has been routinely conducting arsenic tests of TW water in all the villages and will gradually continue arsenic testing in all CLP 2 villages. In the case of high levels of arsenic, CLP will develop suitable responses to mitigate the problem in hotspots.

2.2.4 Infrastructure activities for the next quarter

The following table shows key infrastructure targets for the period April – June 2012.

Indicator	Target for next quarter (April – June 2012)
HH Plinth raised	7,658
# of female HH members benefiting from raised plinths	14,060
# of male HH members benefiting from raised plinths	13,508
Low cost latrines installed	4,774
# of female members with access to sanitary latrines	8,765
# of male members with access to sanitary latrines	8,421
Shallow tube well installed	194
TW platform installed	1,871
# of female members with access to improved water source	13,740
# of male members with access to improved water source	13,202
GPS coordinates recorded	6,900

Meeting the plinth raising target will be the key challenge for next quarter and the rest of the programme period. Providing raised plinths to all core participants may not be feasible as in new areas people do not seem ready to give away their fertile soil for others. CLP is now planning to run a survey to assess and re-assess the plinth raising target for rest of the programme period.

2.3 Human Development

The following table shows progress against key Human Development targets for the period July 2011 – March 2012:

Indicator	July – December '11		January – March'12		% progress towards 9 monthly target
	Target	Achievement	Target	Achievement	
Social Development					
# of SD groups formed	588	608	132	135	103%
# of VDCs formed	63	88	15	15	132%
# of adolescent girls groups formed	57	78	12	22	145%
# of adolescent boys groups formed	56	77	11	25	152%
Social Protection					
# of community safety net recipients enrolled	303	303	405	502	114%

Indicator	July – December '11		January – March'12		% progress towards 9 monthly target
	Target	Achievement	Target	Achievement	
# of Emergency Grants provided	2,980	18,272	1,031	137	459%
Health					
# of satellite clinics conducted	2,244	2,106	1,400	1,201	91%
# of patient consultations	100,980	116,763	79,800	57,377	96%
# of patients from CPHHs	80,784	99,616	68,613	52,185	102%
Education					
# of learning centres operational	165	161	161	161	99%
# of children studying in learning centres	4,607	4,314	4,314	3,970	93%
Village Savings and Loans					
# of core VSL groups formed	397	443	333	444	122%
# of non-Core VSL groups formed	625	471	515	573	92%

2.3.1 Social Development

During the quarter, Social Development continued conducting weekly group meetings, and forming Adolescent Groups (AGs) and Village Development Committees (VDCs). The component also conducted opinion leaders' training, VDC training, AGs training, male and couple orientation. Key achievements of the Social Development component are summarised below:

- A total 135 social development groups were formed during the quarter with newly allocated 3,244 CPHHs of four IMOs (RSDA, RDRS-R, MMS and US) and the IMOs imparted 288,491 person-days of training according to SD Module-1 for CPHHs of 2.2 and 2.3 phases. Up to the reporting quarter of the current fiscal year, total 743 SD groups were formed with 17,534 CPHHs.
- During the reporting period a total 47 adolescent groups (girls -22 and boy-25) were formed with 903 participants (girls-413 and boys-490) and with this 47 total adolescent groups comes to 202 formed in the current fiscal year. IMOs have been providing 2-days basic training to the members of adolescent groups according to Social Development Module-2 and it will be completed by end of the May 2012.
- The IMOs have completed VDC formation in each village consisting of 11 members from the SD group representatives and community leaders. During the reporting quarter a total 15 VDCs

were formed bringing the total number of VDCs to 103 in the current fiscal year. Some of the IMOs have already provided 3-days basic training according to SD Module-2. It is expected that all VDCs training will be finished by end of April 2012. Monthly VDC meetings are continuing as per plan.

- With the objectives of creating awareness on different social issues, rights, open defecation, etc. 2 days training were organized for 215 opinion leaders.
- A total of 2,932 husband-wives and 1,040 male received a day long orientation on gender issues, illegal practice in char, family planning, disaster management, care of elder etc
- With the objective of making the newly recruited CDOs familiar with the SD modules, a 3-days TOT was organized during the reporting quarter and a total 27 CDOs participated. The training was jointly conducted by the IMO Training Officers and the District Social Development Manager of Jamalpur.
- During the quarter, three teams of SD component visited different projects – 1 team went to Chars Development and Settlement Project in Noakhali, 1 team visited Rupantar and Shushilon in Khulna and Satkhira and the other team visited Ultra Poor Programme of CARE in Sunamgonj.

2.3.2 Social Protection

During the reporting quarter a total of 137 emergency grants, each of Tk. 2,000 were distributed to eroded households and fire victims. During the same period the CPHHs collectively helped 1079 poor families under community safety net project.

Health

During the quarter, a total of 1,201 satellite clinics were operated against a target of 1,400 and the Paramedics and Char Shasthya Karmis (CSKs) together provided 57,377 consultations against a target of 79,800. The reason for shortfalls in both these indicates are attributable to the failure of IMOs to recruit Paramedics when positions fallen vacant. It is noteworthy to mention that the turn-over of Paramedics is very high. Other notable achievements included:

- Progress of the second quarter was reviewed in the quarterly review meeting held at BLC Rangpur in February and the same was also shared in PM's meeting held at RDA in March.
- The IMOs observed 1st and 2nd round of NID and International Women's Day.
- 142 newly selected CSKs received the basic training.
- GO-NGO coordination meeting held at ASEAB, NDP, MMS, US and ESDO.
- Health staff attended various meetings on upcoming Nutrition project at Shiree and Alive & Thrive offices in Dhaka. Also attended Maternal and Neonatal Health Initiative workshop in Tangail jointly organized by ICDDR, B and UNFPA.
- Contract of 9 IMOs of Kurigram and Gaibandha extended up to June 2012.
- Clinical protocol training for 9 IMO Paramedics held at Rangpur BLC.
- Visited BRAC field of Nutrition in Manikgonj.

Education

A total of 3,970 students are studying in 161 learning centers. During the quarter, annual sports were organized. In some places the Upazila Chairman, UP Chairman and Upazila level Education Officers were present. To make the students familiar with the Primary School Certificate (PSC) examination process of government, a model tests were organized in government schools for all students. Registration process for PSC examination has started in this quarter for appearing in the PSC examination, 2012.

Following the required procurement policy education materials and cloths for uniform have been purchased and distributed to the respective implementing organizations.

Monthly follow-up training for teachers and Centre Management Committee members continued as per plan.

Village Savings and Loans Project:

This is the first year in which Village Savings and Loan (VSL) project started working with all interested non-core households. Some of the key activities undertaken by the VSL project during the quarter include:

- A total of 444 core VSL groups have been formed with 9,998 members against target of 333 and 7,416 respectively. These groups have already started conducting their meetings regularly (both share and loan meetings). Preparatory work has been completed to form more new groups during the quarter.
- A total of 573 non-core VSL groups have been formed with 12,591 members. Respective targets for these two indicators were 515 and 12,875. As with the core groups they also have started conducting their meetings regularly (both share and loan meeting).
- A total of 253 groups (245 core and 8 non-core groups) have shared out their capital at the end of 1st cycle (first year). The average share out money per group and member is Tk. 52,252 and Tk. 2,327 respectively. All these groups have started their second cycle with an initial seed capital of Tk. 1,813,896.
- 26 old Village Savings Officers (VSOs) received a three-day refreshers training and are now fully engaged with assisting CSKs and facilitating VSL groups in the field.
- As per the workplan, a team of 10 persons (VSOs, Village Savings Supervisors (VSSs), District Microfinance Officers (DMOs), Microfinance Coordinator and Human Development Unit Manager) went for an exposure visit to Notun Jibon Project (NJP) of Social Development Foundation (SDF) in Borguna during April 11-15, 2012. The team visited 2 groups in different villages under 2 clusters.
- According to the work plan, internal exposure visit for all VSOs held during this quarter. A total of 9 teams from 15 IMOs visited each others VSL activities in different working areas. However, learning and experience were shared and exchanged among the team members which enriched their knowledge.

2.3.3 Human Development activities for the next quarter

The following table shows key Human Development targets for the period April – June 2012.

Indicators/Activities	Targets
# of person-days of SD training provided to CPHHs	338,810
# of person days training provided for opinion leaders	455
# of person days training provided for male orientation	1,098
# of person days training provided for couples' (husband & wife)	2,366
# of Community Melas held	18
# HH installed low-cost latrines	4,690
# of community safety net recipients enrolled	112
# of people currently receiving Community Safety Nets	1,031
# of Emergency Grants provided	1,000
# of satellite clinics conducted	1,425
# of learning centres operational	161
# of children studying in learning centres	3,990
# of core VSL groups formed	109
# of non-Core VSL groups formed	346

2.4 Livelihoods Development

The following table shows progress against key Livelihoods' Development targets for the period July'11 – March '12.

Indicator	July – December'11		January – March'12		% progress towards 9
	Target	Achieved	monthly target	Achieved	
Asset Transfer					
# of CPHHs received assets	2,500	1,740	11,750	12,498	100
# of CPHHs received cattle as primary asset	2,470	1,718	11,490	12,141	99
# of CPHHs received land lease as primary asset	30	21	210	295	132
# of CPHHs received stipends (for 1st time)	1,800	1,064	11,345	12,002	99
Homestead Gardening					
# of CPHHs completed HG training	6,500	6,286	-	-	97
# of CPHHs completed compost training	6,000	6,009	5,984	7,361	112
# of CPHHs received vegetable seeds	13,500	6,638	1,961	6,957	88
# of CPHHs established compost pits	4,300	2,281	9,094	9,525	88
# of vegetable pits established by CPHHs	53,500	18,982	4,300	28,903	83
Livestock					
# of CPHHs completed livestock training	8,300	8,463	508	937	107
# of cattle vaccinated (4 doses)	1,700	1,275	1,950	1,685	81
# of cattle de-wormed (3 doses)	1,150	1,782	3,460	4,047	126
# of cattle artificially inseminated	900	792	985	1,820	139
Fodder production					
# active fodder growers	2,161	1,800	3,585	2,400	73
Area under cultivation (acres or 100 decimals)	250	236	320	497	129
Poultry rearing					
# of person days field training on poultry	39,263	43,582	27,943	39,495	124

Indicator	July – December'11		January – March'12		% progress towards 9
	Target	Achieved	monthly target	Achieved	
rearing provided					
# of new poultry vaccinators trained	89	7	106	101	55
Milk marketing					
# of person days field training on milk marketing provided	9,359	9,127	7,272	6,566	94

2.4.1 Asset transfer

The Livelihoods Development Unit provided assets to 12,498 CPHHs from cohort 2.3 during present quarter (Jan'12 – Mar'12) and continued support to 12,109 CPHHs from cohort 2.2 including the pilot 2nd tier participants. A total of 14,238 asset has been transferred of whom 12,141 participants procured cattle including 1,164 crossbred, whilst 295 invested in land leasing, 27 in small business, 4 in sewing machine, 2 in horse cart, 2 in movable rice mill, 23 in hand loom and 4 in shallow pumping machine for irrigation. Investment in crossbred cattle and land leasing was higher that made an over achievement against the present quarter target. The trend towards diversification of asset during the current phase is also encouraging. Moreover, a good number of CPHHs (about 20%) were present in the cattle markets when their purchases were made.

2.4.2 Livestock training

A total of 937 CPHHs completed the full training module on livestock rearing against a target of 508. A total of 32,640 person days training addressing livestock rearing for CPHHs from cohorts 2.2 and 2.3 were provided. Achievement was higher than targets in both cases because the unmet target from the 2nd quarter was included.

2.4.3 Stipend distribution

CPHHs in cohort 2.2 continued to receive their stipends and 12,002 CPHHs in cohort 2.3 began to receive their stipends. Achievement was higher than the target as the unmet target from the previous quarter was achieved.

2.4.4 Vaccination and de-worming of ATP cattle through voucher scheme

A total of 1,685 cattle under the asset transfer project of cohort 2.3 were vaccinated against the four major diseases; Anthrax, Foot and Mouth Disease (FMD), Black Quarter (BQ) and Hemorrhagic Septicemia (HS). The target for this quarter was 1,950. Vaccinations were slightly below target due to the unavailability of FMD vaccine, a shortfall which will be retrieved during the next quarter. 4,047 cattle under cohort 2.2 received a third round of de-worming, against a target of 3,460. Achievement was above target as some cattle were de-wormed earlier than expected.

2.4.5 Artificial insemination

During the quarter, a total of 1,820 cattle were artificially inseminated with improved semen, against a target of 985. Achievement was substantially higher than the target, as a large number of heifers were in heat during the period. A total of 3,936 cattle have been artificially inseminated in cohorts 2.2 and 2.3, of which 829 have become pregnant. 379 calves have been born due to artificial insemination under cohort 2.2.

2.4.6 Homestead garden and compost pit

6,957 CPHHs received winter vegetable seeds and established gardens on their homestead, against a target of 1,961. Achievement was much higher than the target as the backlogged target from the previous quarter was recovered. 9,525 compost pits were also established, against a target of 9,094. Achievement was again higher than the target due to a backlogged target being retrieved.

2.4.7 Homestead gardening training

During the quarter, 13,821 person days training on vegetable, seed and fruit tree production and cultivation were provided, against a target of 5,783 person days. 7,361 CPHHs completed training on compost production against a target of 5,984; these participants undertook a total of 13,202 person days training, against a target of 10,610 person days. Once again, provision of production training was higher than the target because backlogged targets were covered in this quarter.

The main activities of the milk marketing project during the quarter were training for 10% of total core participants on milk cow management, collective selling of milk by collectors, collector training and so forth, and participant selection based on cattle purchase. 6,566 person days training were conducted for cow rearers, against a target of 7,272 person days.

Average milk production per cow rearer is approximately 32 litres per month, of which household consumption is on average 9.74 litres. 36 collectors are currently collecting milk from the cow rearers at Tk. 31.8 / litre.

2.4.8 Fodder production:

The main activities of this project during the quarter included training on fodder cultivation, seed purchase by CPHHs, and sowing. Participants also harvested fodder, made sales and used some of the crop for their own purposes.

6,284 training person days were achieved against a total target of 6,848 person days. Field meetings and training were conducted in 240 sessions on subjects including land preparation, seed procurement, sowing of seeds, intercultural cooperation, harvesting, feeding and so forth. The land area under production during the quarter was approximately 497.01 acres. A total of 539,072 kg of fresh fodder was harvested, of which 56,652 kg was sold to other households.

2.4.9 Poultry rearing:

The main activities of this project during the quarter included training for model rearers, vaccinator development, model house building, vaccination and feed selling. 39,495 person days training on rearing techniques were conducted among poultry participants (all of whom were CPHHs), in a total of 1,580 sessions. In addition, 3,663 poultry model rearers were trained, against a target of 3,664.

79 person days refresher training were held for vaccinators, and 101 vaccinators were newly selected and attended basic training. A total of 148,612 doses of poultry vaccines (112,056 Baby Chick Ranikhet Disease Vaccine / BCRDV) and 36,556 Ranikhet Disease Vaccine / RDV) were administered by the vaccinators to CPHHs, based on their chickens and the number of chicks which had been hatched. In addition, approximately 16,444 Kg of commercial poultry feed was sold by vaccinators, based on feed requirements.

2.4.10 Other activities implemented during the quarter:

The Livelihoods Development Unit organized a series of meetings with artificial insemination technicians at 8 different locations, in which a total of 72 AI technicians from the Government Department of Livestock Services (DLS) and BRAC participated. The meetings discussed the problems and prospects of artificial insemination activities in the context of char areas.

Training on livestock rearing and homestead gardening for newly recruited IMO staff was also

organized by the Unit. 20 staff participated in homestead gardening training, and 30 staff participated in livestock rearing training.

2.4.11 Livelihoods' Development activities for the next quarter

The following table shows key Livelihoods' Development targets for the period April – June 2012.

Indicator	Target for next quarter (April – June, 2012)
Asset Transfer	
# of CPHHs received assets	3,247
# of CPHHs received cattle as primary asset	3,316
# of CPHHs received stipends (for 1st time)	4,419
Home Gardening	
# of CPHHs completed HG training	16,051
# of CPHHs completed compost training	8,430
# of CPHHs received vegetable seeds	3,890
# of vegetable pits established by CPHHs	16,115
Livestock	
# of CPHHs completed livestock training	8,600
# of cattle vaccinated (4 doses)	10,540
# of cattle de-wormed (3 doses)	4,171
# of cattle artificially inseminated	2,388
Fodder production	
# active fodder growers	3163
Area under cultivation (acres or 100 decimals)	50
Poultry rearing	
# of new poultry vaccinators trained	69
Milk marketing	
# of person days field training on milk marketing provided	3049

2.5 Market Development

2.5.1 Market Development in Transition: From an Enterprise Development Unit to a Market Development Unit:

In 2005-06 the CLP launched its Enterprise Development Unit (EDU). The Unit focused on establishing enterprises which supported the development of CPHHs. More than 30 sub-sectors were explored as potential means by which the economic development of char communities might be achieved. In 2006-07 the EDU trained 358 para-vets and supported the commissioning of five solar fridges, in order to improve the access of smallholder livestock farmers to quality medicines, vaccines and veterinary services. In 2008-09 the EDU undertook projects in the poultry, fodder and milk sectors, in partnership with 19 implementing organizations (IMOs). It also began to implement a livestock service provider's project (LSPP), delivered directly by the CLP.

In June 2010 the unit was renamed, as the Market Development Unit (MDU). Later that year, the CLP hired a team of consultants to redesign the scope and modus operandi of the MDU, with the aim of making the unit more efficient and effective.

2.5.2 The new strategy for the MDU:

In 2011, as per the recommendations of the consultants, CLP decided to adopt a Making Markets Work for the Poor (M4P) approach for MDU projects. M4P is an innovative and emerging approach which focuses on creating systemic change in markets, in order to better integrate poor people into a market system and thus reduce poverty. To pave the way for this new approach, CLP transferred the poultry, fodder and milk projects of MDU to the Livelihoods Unit. The LSPP remained within the MDU.

In November 2011, a new manager and two consultants were hired for the Unit. The Unit aimed to select 3-5 potential sectors for an M4P approach by the end of March 2012.

2.5.3 Activities during the quarter under review

The following table shows progress against key Market Development targets for the period July 2011 – March 2012.

Indicator	July – December '11		January – March'12		% progress towards 9 monthly target
	Target	Achievement	Target	Achievement	
LSP developed	32	24	71	68	89%
LSP training (mandays)	1,813	1,935	1,200	1,666	120%
LSP refreshers course	92	73	100	99	90%
Earning Tk>4000	31	31	60	121	167%
Community vaccination campaign	75	58	42	19	66%

2.5.4 Sector selection

During the quarter, the MDU has selected 4 sectors in which it will work; Dairy and Milk, Meat, Fodder, and Livestock Husbandry and Veterinary Services.

The priority of the dairy and milk sector is cows' milk, but the MDU's activities will also include buffalo and goat milk. Likewise, though beef is the first priority in the meat sector, goat meat and poultry meat will also be considered. The fodder sector focuses primarily on green fodders, and includes irrigation, composts, bio-energy and so forth. The livestock husbandry and veterinary services sector focuses on husbandry, including key health services such as vaccination, de-worming and artificial insemination.

2.5.5 Staffing

Two new sector coordinators (for the meat and fodder sectors) have been appointed in this quarter. A dairy sector coordinator and some other regional staff have been selected and will join early in the next quarter.

The consultants have visited the programme areas for a second time, held meetings with some key

stakeholders and provided strategic input to the MDU team.

CLP is in the advanced stages of recruiting two co-facilitators to provide sector analysis, intervention design and activities. International Development Enterprises (IDE) is expected to co-facilitate the meat and fodder sectors and Innovision Ltd is expected to co-facilitate the livestock husbandry and veterinary sector. These organisations will conduct sector analyses, design interventions and implement program activities under the strategic guidelines and supervision of the MDU team. The dairy sector activities will be facilitated directly by the MDU.

2.5.6 Pilot projects

In the meantime, MDU has been exploring pilot interventions with stakeholders within its chosen sectors. The MDU assisted Bengal Meat in creating a funding proposal to the Australian High Commission small grants fund, for the establishment of a feed lot for dairy and cattle fattening, as the potential centre for an outgrowers' scheme. The feed lot will be used to provide hands-on training on improved farming practices to smallholder cattle & dairy farmers, as well as to other key value chain actors. CLP, IMO and individual entrepreneurs will be able to visit and learn from the improved management practices at the feedlot. From this exposure, and with CLP's facilitation, household and small business scale models will be replicated in other chars of the northwest.

The MDU has been working to link smallholder dairy producers on the Sariakandi chars with Grameen Danone in Bogra. Grameen Danone yoghurt plant in Bogra has expressed an interest in sourcing more milk from chars producers and is working with CLP's guidance to establish a cold chain for milk from nearby chars to its mainland collection point, and on to its factory.

The MDU is also exploring the possibility of establishing a pilot dairy quality regime, in partnership with the FAO food safety project.

In addition to the above, the MDU also interacted with numerous stakeholders and supply chain actors in the quarter; smallholder producers, milk collectors and processors (for example Rongpur Dairy, Aarong Milk, Pran Dairy hubs, and Cattle Traders).

2.5.7 Livestock Services Providers

68 new LSPs were trained in the quarter. In order to introduce these newly trained LSPs into the community, 19 vaccination campaigns were conducted. 99 CLP-1 LSPs from Jamalpur, Bogra and Kurigram undertook a refresher course in order to update their skills with contemporary knowledge and practices. 15 solar fridges and 6 AC fridges were supplied to LSPs on a cost sharing basis, enabling them to store vaccines safely.

In order to enhance the access of LSPs to high quality vet-medicines and vaccines, LSPP facilitated 19 linkage meetings (one in each Upazila) with DLSs and input sellers. Promotional materials, such as 10,000 posters and 30,000 leaflets, were distributed in the localities through respective LSPs. These will enhance the access of CPHHs and other members of the community to LSP services. A total of 14,443 CPHHs cattle were de-wormed during this period. A total of 12,628 cattle were vaccinated against Anthrax, 3,676 against Foot and Mouth Disease (FMD), 4,337 against Black Quarter (BQ), and 7,721 against HS during this quarter.

2.5.8 Market Development activities in the upcoming quarter

In the next quarter the MDU will work closely with the Co-facilitators in order to complete analyses of the selected sectors, design interventions and develop implementation plans for the development of each sector. The MDU will continue its efforts to explore innovative ideas and take pilot initiatives with key market players.

The following table shows key Human Development targets for the period April – June 2012.

Indicators/ Activities	Targets
LSP developed	0
LSP training (mandays)	1083
LSP refreshers course	100
Earning Tk>4000	100
Sticker for LSPs (Nos)	47,500

3. Innovation, Monitoring and Learning Division

The focus of the Innovation, Monitoring and Learning's (IML) work during the quarter was on preparing for, and contributing to the annual review which, in addition to assessing overall progress of the Programme, focused on a number of IML-relevant areas i.e. graduation criteria, targeting, Value for Money, and control groups.

In addition, IML's M&E Unit continued to manage demand driven studies, monitor the progress of CPHHs against a set of indicators, manage the output verification and customer satisfaction survey contractors and develop a range of briefing notes.

IML's Communications' Unit launched an updated version of the website, managed visits from a range of stakeholders including journalists and researchers wishing to better understand the Programme.

The Division recruited two new Young Professionals (Laura Cordier and Ross McIntosh) to replace Reuben Blackie and Nicola McIvor. Ross McIntosh joined the Division on 4th March and Laura Cordier joined on 1st April 2012. The Division also welcomed Md Hamidur Rashid, a GIS intern who has already developed useful maps and refined systems to manage GIS data.

3.1 Improved Visibility of the CLP

The core activities of the Communications Unit during the quarter included:

- **Launching an updated version of the CLP website and updated content:** The new website went 'live' on the 14th February and positive feedback has been received. Further additions will be made to the website during the next quarter. The website will be an important platform for demonstrating the CLP's impact in a clear and concise way using a combination of tools to illustrate this e.g. case studies, reports, briefing notes, graphs etc.
- **Developing new communications products:** The Unit continued to develop various products for different purposes and stakeholders. These included for example brochures and case studies. To support these various products, the Unit hired Mr Firoz Chowdhury, Chief Photographer of the Daily Kalerkantho to photograph CLP households and activities.
- **Helping to facilitate visitors to the CLP:** The CLP received a number of visits during the quarter in addition to those already mentioned elsewhere in the report (visitors from DFID-B, FAO, ILO). Journalists and researchers also visited the CLP during the quarter.
- **Increasing awareness of the CLP:** During the quarter there were several mentions of the CLP's work in the national press.

3.2 Monthly verification of CLP Outputs and Customer Satisfaction Surveys

Research, Training and Management International (RTMI) continues to verify, on a monthly basis, a sample of 5 to 10% of outputs delivered by the IMOs. No significant variations between reported and actual outputs were found by RTMI this quarter. They are responsible for verifying the quality and quantity of reported outputs i.e. outputs that were delivered during the previous month, and for reporting back to IML. Findings are shared immediately with the Operations Division so that activities can be adjusted where necessary. This is also a useful tool for deterring potential leakage.

Another tool to deter leakage, but also to provide feedback on Community Development Organiser / IMO performance and monitor processes as they are actually happening (rather than one month after the event) is the Customer Satisfaction Survey (CSS). Any issues that arise from the CSS are immediately raised with the IML Division and then relayed to the Operations Division. During the quarter IML contracted Data Management Aid to undertake CSS at cattle markets and IEP work sites.

3.3 Household monitoring and surveys

IML monitors progress of CPHHs against a range of indicators that can be grouped under one of the following categories: livelihoods, empowerment, WASH, food security, nutrition. For each cohort, baseline data are collected at baseline, bi-monthly during the 18-month CLP cycle and annually thereafter. During the quarter under review IML managed a contractor to collect household monitoring data. These data are now being published on the CLP website as graphs to make the information easily accessible.

During the next quarter IML will focus on validating its current approach to monitoring female empowerment as well as food security. A range of outputs will be produced that demonstrate how the CLP has had an impact in these areas e.g. case studies, reports drawing on qualitative research etc.

In addition to the regular household monitoring activities IML also initiated, concluded and / or shared the results of important studies that focused on particular issues. The IML managed study on micro-finance coverage on the *chars* also drew to an end and the results were published on the CLP website.

IML also concluded a survey intended to verify the findings of the Independent Impact Assessment in relation to calf mortality and milk enterprise sustainability. The survey was conducted independently of the CLP through a private company, and led by a distinguished livestock expert from Bangladesh Agricultural University, Mymensingh. Findings from the study will be 'work shopped' by the Livelihoods Unit in mid-April.

The M&E Unit also managed a follow up survey to assess the numbers of CPHHs in CLP-1 villages of Kurigram, Gaibandha and Jamalpur. This was in reaction to the annual review recommendation to explore whether there are potential CPHHs still remaining in these Districts.

A review of CLP's past pilot micro-credit provisions was completed, coupled with an updated analysis of the coverage and adequacy of micro-credit for *chars* small business and agriculture investment activities. This was done by CLP Young Professional Nicola McIvor and an external national consultant, Haroon o Rashid. In summary the report showed a modest increase in coverage of credit but insufficient attention paid to the nature of the design of credit offered by MFIs in a position to do so. From CLP's pilot experience, it is shown that with the right support, credit can be highly effective in supporting poor producer household growth. These reports will be circulated among stakeholders to discuss the possibility of more local NGOs tailoring their products for better outcomes.

A briefing paper summarising CLP's experience and current design of water, sanitation and hygiene methodology was researched and written, combined with an internal review workshop on the issues. This briefing will be published and circulated early in the next quarter.

As mentioned above, the focus of research during the next quarter will be on illustrating the CLP's impact on food security and female empowerment.

4. Partnerships and Relations Division

CLP's Partnerships and Relations Division (PRD) has the responsibility of:

- **Partnerships:** target the "crowding-in" of complementary services (GoB and donor-led) to the chars in a multitude of disciplines but especially in such areas as education and health delivery, agricultural production, animal welfare, support to the handicapped and gender issues, etc. Partnership activities target two overriding objectives. First, increased sustainability of CLP activities and second, improved service provision and choice for char communities;
- **Advocacy:** work with partners; especially the GoB but also including leading NGOs, donors and similar programmes, to improve access to citizens rights and representation;
- **Frontline relations with partner organisations:** liaise, particularly with partner NGOs (IMOs) and special service providers, and
- **Human resources:** lead on HR issues within the CLP to cover recruitment, evaluation, promotion and discipline;

The following activities in PRD have taken place during the quarter under review:

4.1 Partnerships

- BRAC had taken over CLP's health activities in Shaghata upazila and part of Fulchari upazila of Gaibandha district in July 2011. However, BRAC has still not communicated its decision whether it intends to take over health activities in any other CLP-2 areas.
- PRD has continued discussions with a CIDA funded Disability and MCH project based in Savar which will work in five regions of Bangladesh and it is likely that CLP Paramedics and Char Shasthya Kormis will be able to benefit from attending training courses which will be arranged by this project;
- SwissContact, which was awarded the M4C contract by The Swiss Agency for Development and Cooperation (SDC) has had substantial discussions with CLP Market Development Unit (MDU) in this quarter. MDU and M4C jointly hosted a half-day workshop to discuss collaboration. M4C has subsequently agreed to CLP's proposal that MDU will focus on work in the livestock sector while M4C will concentrate on agriculture, horticulture and other non-farm activities. An MOU has been prepared for agreement in the next quarter.
- After the Development Project Proforma (DPP) for CLP was approved by ECNEC (December, 2011), PRD arranged a January meeting with the Ministry of Primary & Mass Education to determine how new primary schools can be approved for the CLP-1 & 2 char villages. An indication was given that over 100 primary schools will be allocated to char areas in the country. An official letter was sent by CLP to the Ministry of Primary & Mass Education and already some UNOs have confirmed that they have received letters asking for allocation of land on which primary schools may be built in the chars.

4.2 Advocacy

In the field of advocacy related to the distribution of khas land to CLP Core Participants, after discussions with the Secretary of the Ministry of Land in Dhaka, a meeting was held in March 2012 with the Deputy Commissioner of Kurigram District which was also attended by the Executive Directors of the IMOs (MJSKS and ZIBIKA) which will be involved in the pilot to fast-track the survey, recording and distribution of khas land to CLP CPHH survey.

4.3 Relations with Partner Organisations

Working with the IMOs, the PRD has, in this quarter completed in January 2012 the random verification of the 17,500 Core Participant Households (CPHH) which are being selected in this fiscal year. At least 5 per cent of selected CPHH have been verified against CLP's selection criteria. In addition, PRD arranged quarterly meetings of both IMO Executive Directors and Programme Managers, which took place in this quarter.

4.4 Human Resources

PRD also ensured that CLP's HR Personnel Records and HR Manual have been updated as necessary during this quarter. The Annual Performance Appraisal for 2011-12 of all staff will take place in April 2012.

Future priorities for the PRD are:

- Continuing the dialogue with CIDA funded Disability and MCH project based in Savar;
- Initiating the search for other health related partners to 'crowd in'
- Now that SwissContact has started the SDC funded Market Development activities and sectors of work have been agreed, to ensure that close collaboration takes place between SwissContact and CLP;
- Finalizing the education possibilities with the Primary & Mass Education Department of the Government of Bangladesh and BRAC;
- In selected 'pilot' unions in Kurigram, PRD will initiate efforts to ensure that khas land is allotted to CLP CPHHs;
- Contacting the best pharmaceutical and other companies re their Corporate Social Responsibility schemes and how they will assist CLP's work; and
- Complete the Staff Performance Assessments for 2011-12 and salary recommendations for 2012-13.

5. Finance Division

Finance division experienced back to back high activity disbursements from Q1 to Q3 with approximate cumulative project expenditure over £10.1m. During this quarter only financial expenditure accumulated over £2.8m, which is 78% of the previous quarter. The department oversaw and carried out over 4100 financial accounting transactions during the mentioned quarter to carry out effective financial stewardship within partner organizations.

As DFID's financial year runs from the first of April to end of March of the following year, at the end of the reporting period the CLP closed its DFID FY. It is to be noted that financial and operational planning were carried out in this quarter to ensure that CLP is within DFID financial forecast threshold. Change in internal work plan budget is conducted to ensure that resources are available at its strategic point, henceforth, budgets are amended to ensure that CLP achieves DFID target for the FY. We can successfully report that the Programme has achieved its cash flow target within the DFID FY 2011/2012. As "dry season" infrastructure activities are in full swing now and Asset Transfer has started and will continue over the coming months, the disbursement rate in April and May 2012 will continue to be on the higher end of the margin.

During the period under review, the CLP Finance division carried out systems and internal audits of all its partner organisations through its in house Finance team. The audited financial statements and management reports were on the whole good and stated that partner organisations are strictly following CLP procedures and control. However, certain weaknesses were identified during the mission, and remedial actions have been taken to bridge the gap. On top of the audit mission, CLP finance and procurement units carried out systematic internal audits to identify risk areas and weaknesses. A presentation session was held with the Executive Directors and Project managers of all partners to notify and identify areas of concern. In the coming quarter, internal audit teams will

take steps to work on those areas to overcome such due diligence issues.

Training on Tax, VAT and accounting software was provided and finalized during Q3 to the new and existing partner organisations. Over a period of several weeks the Finance department was engaged in supporting the Deputy Team Leader to obtain "no objection" certification from GoB auditors. Most of the points were related to GoB Tax & VAT, along with PD's allowance, and hand over of CLP 1 assets to the relevant GoB ministry.

The Division also produced more real time financial and contractual reports along with various VfM exercises throughout the period to help other units to have a clear picture of the fund utilization on a real time basis.

In this quarter, Finance Division experienced certain restructuring of staff. This was due to retirement of Mr. Kabir from the position of CLP Audit coordinator; who was replaced by Mr. Yusuf, CLP Finance Officer. This strategy clearly showed career progression for the deserving worthy junior staff members within the limited scope of the Programme. The decision also has a positive long term VfM effect on the operational budget.

5.1 Contracts and Procurement Unit

Some of the key actions and interventions by contract and procurement Unit during the quarter include:

- High procurement activities for collecting goods like- VSL kits, VSL boxes and passbooks, LSP poster and leaflet, official envelope, levelling machines, arsenic testing kits, Veterinary kits etc.
- An approximate procurement plan regarding core management items for next DFID FY has been submitted to DFID and Crown Agents.
- Procurement of Local Server, Antivirus Softwares, Air Conditioners, Medical items for annual nutrition survey, motorbikes, solar fridge, vaccine carriers and few laptops for HQ staff has been initiated and collected through Crown Agents.
- Two office vehicles-one Pajero and one staff microbus have been ordered through Crown Agents.
- Contract and procurement unit also worked with Communications unit to develop and print a new brochure on CLP.
- Procurement analyzed all the procurement plan and status received from the IMOs and will conduct the procurement audit very soon.
- Contract section also took part in different selection processes of various consultancy firms including the task of re-designing of CLP website.
- Contract issued all the Tube well and Tube well platform contracts to the partners after evaluating the relevant budget.
- Some Health contract amendments were developed and sent to ensure the health facilities until June 2012.
- Initiative has been taken to procure furniture and other necessary things for newly established Jamalpur guest house.
- Total of 21 agreements were issued to the owner of A/C and solar fridges under LSP programme.
- Last but not the least, procurement successfully implemented the consolidated staff sitting arrangement in the secretariat with prompt action within a very short notice to accommodate enlarging CLP team.

5.2 Administration Unit

Some of the key actions taken by the Administration Unit are as follows:

- Visa and passbook extension of some of the senior team members have been done by Admin.
- Admin dispatched all the blankets procured through Crown Agents among all the partners following the distribution list.
- Major repairing works has been done for office PABX system and photocopier.
- As per DFID's requirement, CLP Admin completed the vehicle assessment of all CLP vehicles through Rangas and Navana workshops.
- Major repairing work in some CLP vehicles has been initiated in workshops approved by DFID.
- Spare unused motorbikes have been repaired and sent to new partners by Admin to meet the emergency need of field transportation of IMO staff.

5.3 IT Unit

Some of the key actions taken by IT Unit are as follows:

- IT administrator designed a new LAN and power system for CLP head quarter office to support the new office space lay out.
- A new and improved server has been configured and installed in this quarter. This has significantly improved the efficiency of the IS/IM strategy.
- Local Area Network (LAN) facility has been established with GoB offices in RDA for the purpose of Internet and printing in the GoB segment.
- Reviewed project IT budget till end of project, this is a ongoing exercise.
- Up-gradation of antivirus packages and necessary upload and maintenance on all project equipments.
- Reload of online UPS with new batteries to get sufficient power back up
- Conducted analysis report on existing hardware equipment and request procurement to procure necessary IT accessories for CLP Secretariat.
- Regular help desk IT related services have been ensured on demand basis.

6. Short Term Consultancies

The CLP received 3 inputs from short term consultants during the quarter.

Mr Mike Albu made a support visit during March and provided inputs to shape the Market Development Unit's strategy and working relationships. He has helped shape the agreement between M4C and CLP-MDU, advised CLP on following an M4P process and its relationship to external "co-facilitators", and has started to advise on M4P monitoring approach, the DCED standard.

Mr Brian Milton, Food Safety and Dairy expert came in January to help scope out the livestock sector and defined the potential for market development activity. On his return visit in the next quarter he will be identifying more pilot activities within the livestock sector.

Mr Haroon o Rashid led a review of CLP microcredit pilots and updating situation of MFI coverage on the chars (see IML section).

7. Next Quarter's Activities

As the CLP enters the third quarter of its financial year (January - March 2012), priorities lie in several main directions:

1. Provide feedback on the Annual Review report. Final Annual Review report is expected in mid April. While its contents have been seen in draft, this will need formal acceptance and response actions adopted.
2. Decide on whether to move to new districts or remain in Kurigram, Gaibandha and Jamalpur.

One principal suggestion made by the Annual Review report is to consider returning to former CLP1 districts, instead of extending CLP's frontier westwards. A final decision depends on an assessment of households currently satisfying CLP's selection criteria in those districts and modifications to the design of the standard activities CLP implements in addition to the ATP (such as plinth raising, water, sanitation, savings groups, etc). A number of currently qualifying CPHHs will already have access to these items, thereby reducing the need for further inputs. On the other hand, this might be an opportunity for CLP to build on past activities, and increase intervention levels in market development, local institution building, and achieve community-wide sanitation, and so on. The budget implications would clearly need working out and agreeing with DFID, AusAID and GoB.

3. Work plan for the next FY. Related to point 2 above, a workplan needs presenting and agreeing with DFID, AusAID and GoB.
4. Selection and contracting of NGOs to be included as CLP IMO's is needed, following agreement of district locations.
5. Programme Steering Committee needs to be convened in late June to approve the workplan and IMO selection for the following year.
6. Complete full staffing of the Market Development Unit with four Coordinators and District level "Business Monitoring Specialists", complete contracting of Co-facilitators and manage international consultancy inputs; and
7. SD review. A further recommendation of the Annual Review report was to assess non-core discussion groups and their effectiveness and impact. A draft TOR for this has been circulated and this work will be carried out in the following quarter.

More specifically, the most significant activities/ deliverables by Unit are shown below:

Unit	Significant Activities
Human Development Unit	<p>Continue conducting weekly group meetings, VDC meetings, couple and male orientation, opinion leaders training and community <i>melas</i>.</p> <p>Advertisement and selection of Health SSP</p> <p>Continuing operating satellite clinics and conducting planned training for newly wed couples, rural practitioners, community birth attendants, religious and community leaders, CSKs and Paramedics.</p> <p>Registration of students for PSC examination and conduction of regular classes and exams.</p> <p>Formation of VSL groups with both core and non-core participants.</p> <p>Conduct refresher training for VSOs.</p>
Infrastructure	<p>Household plinth will be raised above 0.6m of highest flood line.</p> <p>Low cost latrines (consisting of bamboo basket or clay rings or other materials to protect sand walls, concrete platforms with pan and water seal) will be installed for all households (core and non-core) in selected villages.</p> <p>Shallow tube wells will be installed to provide improved water.</p> <p>Concrete platforms will be constructed around privately owned shallow tube wells to improve the water quality.</p> <p>GPS coordinates of infrastructure points (plinth, TW, platform, latrine) will be recorded and posted on Google Earth.</p> <p>TW water will be tested on arsenic.</p>
Livelihoods	<p>Asset Transfer</p> <p>Basic technical training for CPHHs;</p>

Unit	Significant Activities
	<p>CPHHs orientation meetings; Purchasing of assets for CPHHs; Distribution of stipends and follow and monitoring to be continued. Homestead Gardening Home garden establishment for CPHHs IMO staff basic technical training on agriculture; CPHHs training on vegetable production; Distribution of vegetable seeds and saplings; CPHHs training on compost pit establishment; Livestock CPHHs training and refresher on livestock rearing; Vaccination and de-worming of cattle procured by CPHHs; Artificial Insemination (AI) activities will be continued; Meeting with AI technicians. Poultry IMO staff orientation and training; Selection of new CPHHs under cohort 2.3; Organizing refresher and training for vaccinators; Training of model rearers; Building and demonstration of model houses; Vaccination and feed supply by vaccinators; Fodder Selection of new CPHHs under cohort 2.3; Interested fodder participants selection; Fodder production training for CPHHs; Facilitate and promote importers, local vendors to collect and sale fodder seed to participants; Milk Selection of new CPHHs under cohort 2.3; Collectors selection and training; Milk producers organization and starting of milk sale;</p>
IML	<p>Re-tendering 'verification' and bi-monthly monitoring contracts; Research focusing on CLP's impact on female empowerment and food security; Recruiting a replacement database manager; Managing the CLP website and ensuring its content remains valid and up-to-date;</p>

Unit	Significant Activities
Finance Unit	Fund Management and cumulative forecasting. Internal Audit of IMOs and SSPs VfM coordination assignments. Development of activity based financial reporting among partners. Routine financial management.
Contracts and Procurement	Contract and work order awarding on demand basis. Working with Crown Agents as per submitted procurement plan. Introducing a new format of work order with more specific terms and conditions. Developing a format for regular cost saving exercise. Conducting Procurement Audit among the partners.
Administration	Setting up cellular communication system in secretariat Regular passbook extension work Introducing new staff ID card
IT	Establishing new Hardware firewall, anti-virus Software and local server at CLP secretariat Setting LAN facility in two district offices in Jamalpur and Lalmonirhat Procuring multimedia projector, UPS battery and several IT accessories for LAN connection. Developing a list of old IT accessories to be disposed.

Annex 1: Financial targets and achievements

	Activities	Annual Budget (GBP) (Million)	Achievements 1st Quarter, Q1 (GBP) (Million)	Achievements 2nd Quarter, Q2 (GBP) (Million)	Achievements 3rd Quarter, Q3 (GBP) (Million)	Total	Approx % achievement as at Q3
1	Infrastructure Unit	3.51	0.66	1.07	0.91	2.64	75%
2	Livelihoods Unit	4.80	1.45	1.70	1.08	4.23	88%
3	Market Development Unit	0.66	0.17	0.16	0.16	0.49	74%

	Activities	Annual Budget (GBP) (Million)	Achievements 1st Quarter, Q1 (GBP) (Million)	Achievements 2nd Quarter, Q2 (GBP) (Million)	Achievements 3rd Quarter, Q3 (GBP) (Million)	Total	Approx % achievement as at Q3
4	Human Development Unit	2.34	0.73	0.54	0.49	1.76	75%
5	Innovation, Monitoring and Learning	0.45	0.10	0.10	0.08	0.28	62%
6	IMO Implementation	0.69	0.29	0.19	0.17	0.65	94%
7	Response Fund	0.10	-	-	-	-	0%
	Total	12.55	3.40	3.76	2.89	10.05	80%