



Quarterly Report

October – December 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
CPK	Char Pushti Karmi
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
ICMH	Institute of Child and Maternal Health
IML	Innovation, Monitoring and Learning Project
IMO	Implementing Organisation
IYCF	Infant and Young Child Feeding
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
ToT	Trainer of trainers
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 October to December 2012. This is the eleventh quarter of CLP-2 and the second quarter of the financial year 2012/13.

1.1 Team Leader's Overview of the Quarter

The period covered by this report (October to December 2012) represents the second quarter of the CLP financial year 2012/13. Generally, October coincides with the end of the monsoon season and a move into the peak of field operations. However, in 2012, severe monsoon rains continued well into October thus curtailing planned activities, especially earthmoving under IEP, and causing some initial concerns about annual targets and budget spend. While spend and activities were slowed in October, increased effort in November and December meant that the CLP has been able to catch up on the earlier delays.

This period of catch-up is even more impressive when the number of "hartals" is taken into account since they prevent all CLP vehicle movement. In the November and December period, hartals were occurring at an approximate rate of twice per week meaning, for example, that cattle markets (hats), where assets are purchased, had a 40% chance of being cancelled or curtailed.

Despite the October flooding and its impact on some activities, others went ahead on target. All members of CLP management (from unit managers up) were involved in new beneficiary verification; a quality control activity whereby a minimum of 5% of proposed beneficiaries for entry to the CLP (cohort 2.4 in the current year) are revisited by management and checked to ensure that they meet the strict CLP entry criteria.

November was a very busy month; not only was it necessary for field teams to make up for the time lost to the floods but the CLP received a Value for Money consultant (Philip White); organised and successfully ran a high-profile "Sustainability Workshop"; began preparations with DFID for an incoming ICAI mission (Independent Commission for Aid Impact) from London, and received an input by the market development consultant (Brian Milton). The CLP also hosted working visits from the MSP Programme Manager (Duncan King) and from the Head of Crown Agents-Bangladesh (Mrs Sue Fry). November saw the CLP take an active part in the Extreme Poverty Day, organised by the Shiree Programme.

December was marginally less frantic for the programme although the CLP was represented at the Community Legal Services (CLS) launching ceremony (see Partnerships for the anticipated future cooperation between the two programmes); received a fact-finding visit from the Prosper team (to investigate microfinance needs on the chars) and held its internal six-monthly review of the current budget and workplan.

Partnerships had a very active quarter with a series of concluding and new activities undertaken. The most important were the procurement activities of Bengal Meat in the chars in the run-up to Eid in October, the Sustainability Workshop and field visits over a two-day period in November, plus the official handover of field activities to BRAC, the drafting of an MoU with CLS, the visit from Prosper, and the visit and discussions about piloting Farmer Schools by Government Extension Services (funded by Danida) all in December.

Other key activities during the quarter are as follows these are explained in more detail in the relevant sections of this report:

- 5,168 additional households were raised on plinths, 14,230 low cost latrines were installed and 4,492 households obtained access to an improved water source. All achievements by the Infrastructure Unit not only exceeded quarterly targets but they managed to do so despite frequent hartals and the month of October lost to floods;
- The Human Development Unit (HDU) organised the beneficiary verification activities and then formed new programme entrants into 766 groups and then provided beneficiary training

(amounting to over 250,000 person-days). HDU exceeded all targets in rolling out its various safety net activities while procuring and distributing 19,000 blankets in advance of the cold spell that arrived for the start of 2013;

- The recently installed Nutrition Project is also managed by HDU. The CLP has rolled out activities ahead of schedule;
- HDU's pilot Primary Education Project (started in 2008) came to an end in December with the pass rate for our pupils being in excess of national figures and very close to 100%. Many of the CLP learning centres have now been handed on to IMO partners who have obtained independent funding to continue education provision on the chars;
- The Markets and Livelihoods Unit (MLU), after a difficult gestation, managed to meet or exceed all its targets. On the market front in particular, the number of producer groups formed and active together with the number of nascent business centres already exceeded January 31st targets by the end of the quarter;
- IML carried out several surveys including one to test the rigour of the newly adopted Graduation Criteria. Importantly the results of the survey are being fed back to operations in order to improve sequencing and sustainability;
- Finally, the Finance and Procurement Division successfully hosted the VfM mission that included a thorough debriefing to DFID and development partners while receiving a clean bill of health from the various audits it underwent in the previous quarter.

1.2 Deputy Team Leader's Overview

The issues relating to the ongoing war crimes trial and the debate over the 'care taker government' system have led to nationwide political unrest, as a number of 'hartals' have been organised over the past three months. There have been continued confrontations between the Awami League led grand alliance government and the BNP led opposition alliance. If no political negotiation and agreement takes place, the nation will most likely plunge into chaos that will subsequently hinder the democratic progress.

Bangladesh has been able to maintain a stable economy. Its efficient macro-economic management has enabled the country to have an export growth despite a decline in demand from western economies. The country's reserves have grown and are now at \$13 billion and the receipt of remittances has increased. This year's existing monetary policy and bumper production of food grains has resulted in the slowing down of inflation and a sustainable moderation in price pressures. As a result, the real GDP growth is around six percent now and if the exports, foreign investment and foreign aid remain favourable, the country may see its GDP increase by the end of the present fiscal year.

2. Operations Division

2.1 Overview

The Operations Division had a very busy quarter and had some notable achievements. The Infrastructure Unit exceeded targets in almost all indicators. A total of 5,168 plinths were raised against a target of 4,700 providing more than 414,000 person-days of employment during the lean season.

Following a redesign and restructuring, the Markets and Livelihoods Unit were merged and the staffing structure finalised. Advertising and assessing applications and interviewing candidates for different positions under the merged M&L Unit took place during the quarter. Selection has been finalised for both Secretariat and District level positions and Maxwell Stamp is negotiating with the selected candidates. A total of 2,842 CPHHs received assets during the quarter and most started receiving monthly stipends. iDE (International Development Enterprise), contracted to work on meat and fodder, has already formed the targeted number of producer and business groups; at least one month ahead of target.

Verification of CPHHs was completed during the quarter with involvement of all senior staff and after that, IMOs completed the formation of 766 social development groups and the formation of Village Development Committees and Adolescent Groups. Work in Kalihati Upazila under Tangail

District could not start on time due to political interference and a senior management decision to stop work until the interference ceased. At the time of writing, the dispute has been solved and work will resume there in January 2013.

The non-formal primary education project came to its end with outstanding achievements. The pass rate was 99.6% against a national rate of 97%. A total of 232 students received GPA-5 and the CLP honoured them for their remarkable achievements with crests and prizes. Some of the implementing organisations have managed to obtain independent funding from BRAC and from other donors to use 43 of the 138 learning centres for education purposes. The CLP is also in tripartite discussion with DFID and BRAC-Education to bring additional BRAC education services to the chars.

The CLP's Village and Savings activities are recruiting an increasing number of participants and so to manage the increased workload, an Assistant Microfinance Coordinator has been recruited to CLP Secretariat. An internal candidate was promoted following an open recruitment competition.

An operational handover meeting for CLP health activities took place in December with BRAC-Health at which the relevant IMOs were also present. The handover requires BRAC to begin providing health services in those areas where CLP has completed its cycle of 18 months. A formal Memorandum of Understanding is to be signed between CLP and BRAC in January 2013.

Work on the Direct Nutrition Intervention Project began after a contract amendment between DFID and Maxwell Stamp was signed. IMO contracts were issued and they recruited staff and selected service providers; the Char Pushti Karmis (CPKs). CLP recruited two Nutrition Coordinators and a Data Processing and Monitoring Officer. The master trainers (IMO and CLP nutrition staff) received 6-days ToT on Infant and Young Child Feeding (IYCF) practices from ICMH (Institute of Child and Maternal Health). The materials for basic training of CPKs have been developed.

2.2 Infrastructure Development

The following table shows progress against key infrastructure targets for the period October to December 2012.

Indicator	Target for July '12-June '13	October – December '12		% progress towards half-yearly target
		Target	Achievement	
Plinth Raising	15,600	4,500	5,168	115
Low cost latrines	32,000	13,548	14,229	105
Shallow TW	320	104	120	115
Platform around TW	2,1600	757	883	117
GPS coordinates	35,000	6,000	10,019	167
Arsenic test of TW water	3,200	500	735	147
Equivalent # of person days worked	400,000	400,000	414,124	104
# of people employed	16,000	16,000	14,008	88

Infrastructure and Employment Project – Plinth raising during the lean season

All 18 IMOs, along with 17 Union Parishads (UPs), received contracts and participated in this project to raise plinths for 3,300 households during the lean season. The work was scheduled to start in mid-September but it was delayed due to late, heavy rainfall and floods in the last week of September. Finally the work started in the third week of October.

Floods at an unexpected time of the year and in some unusual areas created a demand for more plinths. Demands for employment in the chars was also higher than normal, as temporary migration for paddy harvesting on the mainland was low due to a bad harvest. The CLP performed a quick re-assessment of increased demand for plinths and employment opportunities and revised the IEP

target, increasing it by 50%. Grant agreements with IMOs and some UPs were therefore amended to cover plinth raising for 4,500 households.

Overall, plinths for 5,168 households have been raised in this IEP season. A total of 414,000 person days of work have been offered, significantly exceeding the work plan target of 300,000 person days. In total, 14,000 workers were employed for 21 days.

In Tangail and Pabna districts, a 5% higher wage rate was offered in order to attract the required labourers, as poor people in these areas have comparatively better employment opportunities in both the agriculture and non-agriculture sectors.

Improving Access to Sanitary Latrines

Open defecation is very common practice in the chars, which presents a health hazard. The CLP is aiming to provide improved sanitation to the char dwellers. In CLP-2 low cost latrines are installed to serve the community. These latrines consist of a concrete slab fixed with a plastic pan and water seal, and a 5 feet deep pit protected by bamboo cage/clay ring or other suitable materials.

14,867 households have received subsidised low cost latrines up to June 2012. Grant agreements have been signed with IMOs to construct 32,000 latrines in this fiscal year (from September 2012 through June 2013). In this quarter 14,229 latrines have been installed, and in total 14,672 latrines have been installed in first six months of the year, against a yearly target of 32,000 latrines. 17,300 latrines will be installed during second half of the fiscal year (January-June 2013).

The latrines are installed above highest flood line, either on the household's homestead plinth or on a plinth raised specifically for the latrine. IMOs supply the concrete slab fixed with plastic pan and water seal, and provide a cash subsidy of Tk. 400 to those households living on raised plinths and Tk. 800 to those who live on low plinths (and therefore require plinths to be raised for their latrines). A rapid post-flood assessment by IML after the July 2012 flood indicated that both latrines on the top of raised household plinths and standalone latrines fared quite well in the flood. This model and approach are gaining more and more acceptability in the community, and the approach is also improving CLP's image within the wider community in the chars.

Improving Access to Safe Water

The CLP is facilitating access to safe drinking water through providing subsidies for shallow tube wells (TWs). A number of households share access to the TW, with one household paying Tk. 1,000 to own the subsidised water point. That household declares that it will maintain and keep the TW operational, and must grant unimpeded access to all other households who wish to use it. A full subsidy is provided to construct a concrete platform around tube wells provided:

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

The CLP is reviewing its water policy in order to provide more access to core participants. The yearly target has also been revised upwards, and there will be a focus on providing easy access to safe water for CLP participants.

Contracts have been signed with 16 IMOs for the construction of 300 shallow TWs and 2,000 platforms during 2012-13 financial year. In this quarter 120 tube wells and 883 platforms have been installed above flood line.

Stipend Transfer Through Mobile SIM cards

Stipend payment to core participants through mobile phones started in July 2012 as pilot. Based on the pilot experience, the project was expanded from the first month of this quarter. 10,500 out of 17,435 participants in the 2.3 cohort received their monthly stipend in this way. The CLP is transferring the stipend through bKash, a subsidiary of BRAC Bank.

Stipend recipients withdraw their cash from bKash agents close to their house. 46 agents are now associated with the CLP stipend payment. A number of agents, stationed some distance from the

chars, visit the chars on fixed dates to allow recipients to make their withdrawal. In most cases, the recipients come to the pay point at the suitable date and time. They bring their mobile SIM card to the agent, and receive their stipend in cash after the electronic money is transferred to the agent.

Cash transfer through mobile SIM is gaining popularity in the remote rural areas. CLP participants are also using the cash transfer through mobile facility to receive payments from relatives and family members who have migrated temporarily for work on the mainland. Participants are buying handsets, as using the agents' handset can be troublesome and time consuming. Buying handsets also allows participants to make phone calls.

The CLP opted not to involve any more participants from cohort 2.3 in this project, and the new intake from 2.4 cohorts will take place in one single shot in July 2013. This decision is taken for administrative reasons, and the lack of suitable agents in the CLP working area. bKash is making attempts to find suitable agents for the project.

The CLP is monitoring the indirect impact of using mobile cash transfers to distribute the stipend. The programme is also participating in an impact study commissioned jointly by Shore Bank (USA), the Bill and Melinda Gates Foundation and bKash.

Infrastructure Activities for the Next Quarter

The following table shows key infrastructure targets for the period January – March 2013.

Indicator	Target for next quarter (January – March 2013)
HH Plinth raised	5,390
# of female HH members benefiting from raised plinths	9,896
# of male HH members benefiting from raised plinths	9,508
Low cost latrines installed	6,930
# of female members with access to sanitary latrines	12,723
# of male members with access to sanitary latrines	12,225
Shallow tube well installed	65
TW platform installed	410
# of female members with access to improved water source	3,966
# of male members with access to improved water source	3,810
GPS coordinates recorded	8,000
Arsenic test of TW water	500

2.3 Human Development

The following table shows progress against key Human Development targets for the period October – December, 2012.

Indicator	Target for July '12-June '13	October – December '12 Target	October – December '12 Achievement	% progress towards half yearly target
Social Development				
# of SD groups formed	785	750	766	102
# of VDCs formed	114	108	105	97
# of adolescent girls groups formed	114	112	103	92
# of adolescent boys	144	112	105	94

groups formed				
Social Protection				
# of community safety net recipients enrolled	785	90	431	479
# of Emergency Grants provided	1,500	210	228	109
Health				
# of satellite clinics conducted	7,296	1,600	1,174	73
# of patient consultations	324,000	80,000	54,010	66
# of patients from CPHHs	291,600	72,000	49,444	69
# of patients from non-CPHHs	32,400	8,000	4,566	57
Education				
# of learning centres operational	161	161	161	100
# of children studying in learning centres	3,952	3,861	3,781	98
VSL				
# of core VSL groups formed	785	400	365	91
# of non-Core VSL groups formed	707	300	279	93

This quarter, Social Development continued conducting its key activities with the CPHHs of phase 2.3. This included weekly group meetings with core participants as well as monthly and quarterly Village Development Committees (VDC) meetings and adolescent group meetings. A total number of 766 new Social Development groups were formed and IMOs started to facilitate the weekly training sessions as per the revised social development group module.

Following the review of the social development group module a number of trainings were organised. In order to increase and sharpen their facilitation skills, 328 community development officers (CDOs) and 41 community development supervisors (DCS) received a 3-day ToT training on different social issues. The training programmes were organized by the IMOs and were jointly facilitated by the IMOs' Training Officers and the CLP's District Social Development Manager.

As part of the SD review, a constitution for running VDC activities was developed and printed. This document presents the functions of the VDCs, the formation procedures and the roles of individuals and leaders. Following the recommendations put forward in the review, the members of VDCs were increased from 11 to 13 – a Chars Pusti Karmi (CPK) and a non-core VSL member were added to VDCs. A total of 105 new VDCs were formed in the villages of phase 2.4.

During this quarter, the IMOs completed the formation of adolescent groups. A total of 208 adolescent groups (103 girls and 105 boys) were formed. The adolescent groups will receive a 3-day awareness raising training on puberty, reproductive health, water, sanitation, etc. Subsequently they will form peer groups in their respective villages and raise awareness in their community, especially on how to overcome adolescence related problems.

During this quarter, 1778 persons days of orientation were provided to gender sensitize couples on key household issues. A total of 250 person days of training were also provided for non-core male with the aim of increasing their awareness on key issues such as gender sensitivity, disaster management, etc.

The CLP's HQ and IMO staff also received a gender training. BRAC's Gender and Justice Division was contracted to lead a 3-day training on Gender Awareness and Analysis for 75 IMO and CLP staff in 3 batches. The first batch has already been completed with 25 trainees and the remaining 2 batches will be conducted in January 2013.

Other achievements included:

- Exchange visits were organised by IMO SD staff and VDC members for further learning and sharing of SD activities among IMOs.
- Following the success of the cultural shows organised during the Community Melas, the organisation RUPANTAR has been contracted again to perform in this year's melas. Following recommendation from field staff, changes have been made to improve the scripts and pictures.

Social Protection

During this quarter a total of 228 emergency grants (each of Tk. 2,000) were distributed to eroded households and fire victims. During the same period, CPHHs of phase 2.3 and 2.4 helped 1,066 poor households under the community safety net project. Moreover, a total of 3,217 households received safety net grants under the Infrastructure Employment Programme (IEP).

Health

During this quarter, 1,174 satellite clinics were operated against a target of 1,600 and the Paramedics and Char Shasthya Karmis (CSKs) together provided 54,010 consultations for core and non-core participants against the set target of 80,000. The deviation from target both in the conduction of satellite clinics and patient consultations, was due to the delayed start of work in 7 villages of Kalihati Upazila following political interference. Moreover, the CLP stopped working in two villages of Fulchari Upazila after receiving reports that UP members had collected money from households in order to become CPHHs. This issue has since been resolved; however the CLP is unlikely to pursue its activities in these villages during this fiscal year.

During this quarter, 72,451 participants attended 2,849 Health, Nutrition Education (HNE) sessions conducted by CSKs (non-core participant attendance was at 25.23%, which is more than the last quarter).

A number of CSKs and paramedics participated in a variety of training sessions. Newly recruited CSKs completed a basic training about health and family planning services and received flipcharts and mobile phones. An additional 60 CSKs received a 7-day training on C-IMCI and Behaviour Change Communication. Moreover, a special orientation session on project management was organized involving all Health Supervisors and Paramedics. Finally, a week-long clinical protocol training was organised for 15 Paramedics.

During this quarter, the Civil Surgeons of Lalmonirhat and Kurigram Districts and Upazila Health & Family Planning Officers of Lalmonirhat and Kurigram Sadar Upazilas visited the CLP's health project. They were highly pleased with the way the CLP is providing health care services to char dwellers and provided feedbacks and recommendations for further improvement.

One of the key events of the quarter was the operational handover meeting of the CLP's health project to BRAC. This event was held in RDA, Bogra with the participation of BRAC HQ and field staff, as well as the Executive Directors of IMOs working in the Lalmonirhat, Nilphamari, Kurigram, Rangpur and Gaibandha Districts.

Other achievements included:

- Vouchers as well as health books were given to most IMOs, who subsequently distributed them to all the new participants (CPHHs of phase 2.4).

- During this quarter a number of IMOs observed World AIDS Day in collaboration with government offices.
- The first quarterly review meeting of the health project personnel (Health Supervisor, Documentation and Finance Assistant and selective Paramedics) was organised.
- The CLP Health Coordinator and the Project Manager of Specialist Service Provider (SSP) attended a workshop on Next Generation Public Health Professional organized by James P. Grant School of Public Health/BRAC University.

Education

A number of activities were undertaken during the last quarter of the non-formal primary education project. During this quarter, school uniforms and education materials continued to be purchased and distributed. A total of 3,781 students attended the PSC (Primary School Completion) exam and 3,765 passed. The success rate was at 99.58% against the national rate of 97.35%. A total of 232 students passed with a GPA of 5.

The CLP extended the education contract of FIVDB and the education project implementing organizations for 15 days to complete the certificate distribution, as well as the project closing meeting and organizing reception ceremony for the students who obtained a GPA of 5.

The education project implementing organizations were encouraged to arrange funds from other sources and donors to use the CLP school infrastructures for education purposes. By the end of the quarter, a number of organizations were able to arrange funds to support 38 learning centres out of 138. In addition, the CLP is also approaching BRAC to open more schools and learning centres on the chars.

Village Savings and Loans Project

During this quarter, the Village Savings and Loan (VSL) project continued undertaking its main activities.

A total of 365 core VSL groups were formed (with 7,851 members) against the target of 400 groups. These groups started conducting regular meetings – including share and loan meetings. It is important to note that 552 non-core members of VSL have now become core participants following the re-sweeping that was undertaken in old districts (Kurigram, Gaibandha and Jamalpur).

A total of 279 non-core VSL groups were formed (with 6,464 members) against the target of 300 groups. These groups have started conducting regular meetings – including share and loan meetings.

A total of 755 groups (427 core and 328 non-core groups) shared out their capital at the end of 1st cycle (first year). The average share out money per group and member was approximately Tk. 55,637 and Tk. 2,697 respectively. All groups have begun their second cycle with an initial seed capital of Tk. 6,162,294.

A total of 267 groups (257 core and 10 non-core groups) have shared out their capital at the end of 2nd cycle (2nd year). The average share out money per group and member was approximately Tk. 68,647 and Tk. 3,172 respectively. Out of 267 groups, 260 started their third cycle with an initial seed capital of Tk. 2,735,205. Seven groups discontinued due to the dispersal of members caused by river erosion.

During the quarter, a number of individuals attended training sessions. 42 newly recruited Village Savings Officers (VSOs) and Village Savings Supervisors (VSSs) received a six-day training on the VSL project and are now fully engaged with VSL group formation in the field. Moreover, a total of 413 one-day training sessions for Group Management Committee (GMC) members were held with 1,658 VSL groups (both core and non-core).

Other achievements included:

- A total of 500 VSL boxes and other necessary kits were purchased.

Nutrition

Following the contract amendment between Maxwell and DFID, the implementation of the long awaited Direct Nutrition Intervention project started.

Proposals for implementing the nutrition project were received, reviewed and contracts were issued to 18 IMOs. On receipt of the contracts the IMOs recruited staff, including 22 Nutrition Officers, 18 Nutrition Supervisors and selected 510 CPKs. Moreover, the CLP recruited two Nutrition Coordinators and one Data Processing and Monitoring Officer.

With the objective of developing the master trainers on Infant and Young Child Feeding (IYCF), a TOT was organised for 58 IMOs. Trainees included Nutrition Supervisors, Nutrition Officers and Training Officers from different IMOs as well as two Nutrition Coordinators, one Health Coordinator and one Data Processing and Monitoring Officer from the CLP. Four sessions were led at the Institute of Child and Maternal Health (ICMH), in Matuail, Dhaka. Alive and Thrive (A&T) provided the cost of training for two batches and CLP paid the cost of the remaining two batches.

Households listing formats and registers for infant and child, pregnant and lactating women and adolescent girls were developed. In addition, the monthly reporting format was also drafted.

Other achievements included:

- IYCF manuals were procured and materials for newly wed couples orientation on social mobilization were developed.
- A request was placed with Crown Agents for the purchasing of project inputs and other equipments like mobile phones, motorcycles and computers for CPKs.

Human Development Activities for the Next Quarter

The following table shows key HDU targets for the period January – March 2013.

Indicators	Target for next quarter (January – March 2013)
Social Development	
# of SD groups formed	36
# of VDCs formed	3
# of adolescent girls groups formed	9
# of adolescent boys groups formed	7
Social Protection	
# of community safety net recipients enrolled	354
# of Emergency Grants provided	210
Health	
# of satellite clinics conducted	1,600
# of patient consultations	80,000
# of patients from CPHHs	72,000
# of patients from CPHHs	8,000
VSL	
# of core VSL groups formed	350
# of non-core VSL groups formed	350

2.4 Livelihoods Development

The following table shows progress against key Livelihoods Development targets for the period October '12 – December '12.

Indicator	Target for July '12- June '13	October – December '12		% progress towards half-yearly target
		Target	Achievement	
Asset Transfer:				
# of CPHHs received assets	16,525	3,545	2,842	80
# of female HH members benefiting from assets transferred	30,340	6,508	5,218	80
# of male HH members benefiting from assets transferred	29,150	6,250	5,010	80
# of CPHHs received cattle as primary asset	16,000	3,496	2,826	81
# of CPHHs received cross-bred cattle as primary asset	1,500	365	206	56
# of CPHHs received local cattle as primary asset	14,500	3,130	2,620	84
# of CPHHs received land lease as primary asset	450	41	14	34
# of CPHHs received other assets as primary asset	75	8	2	25
# of CPHHs received stipends (for 1st time)	16,525	2,935	2,417	82
Home Gardening:				
# of CPHHs completed HG training	16,525	-	9,528	
# of person days HG training provided to CPHHs	50,485	24,858	19,767	80
# of CPHHs received vegetable seeds	15,700	15,000	14,632	98
# of CPHHs established compost pits	15,700	5,120	3,866	76
# of vegetable pits established by CPHHs	62,800	61,200	56,134	92
Livestock:				
# of CPHHs completed livestock training	14,500	985	952	97
# of person days livestock training provided to CPHHs	102,500	23,224	22,248	96
# of cattle vaccinated (4 doses)	11,000	1,350	1,445	107
# of cattle de-wormed (3 doses)	14,000	880	868	99
# of cattle artificially inseminated	5,000	330	369	112

<i>Fodder production:</i>				
# of people completed field training on fodder	1,744	744	719	97
# of person days field training on fodder production provided	1,744	744	719	97
<i>Poultry rearing:</i>				
# of person days field training on poultry rearing provided	160,402	33,130	32,443	98
<i>Milk marketing:</i>				
# of people completed field training on milk marketing	1,744	1,744	1,744	100
# of CPHHs	1,744	1,744	1,744	100

Asset Transfer

During the quarter the Livelihoods Development Unit have began transfer of assets to CPHHs under the new cohort (cohort 2.4). A total of 2,842 CPHHs have received assets, the vast majority of which chose to purchase cattle (2,826 CPHHs). 14 CPHHs opted to lease land with the capital, and the remaining 2 CPHHs decided to invest in small businesses. Of the 2,826 cattle purchased by participants, 206 were crossbred.

The unit also continued to provide support to 17,435 CPHHs of the previous cohort (cohort 2.3). IMO and CLP staff visited households and provided advice on cattle rearing, housing, feeding and health care management.

Livestock Training

Before the asset transfer began, all CPHHs in cohort 2.4 received orientation regarding the CLP, its objectives, activities the support which will be provided.

A total of 952 CPHHs completed the full training module on livestock rearing against the target of 985. A total of 22,248 person days of training on livestock rearing were provided for CPHHs in both cohort 2.3 and 2.4, against the target of 23,224 person days, an achievement slightly lower than was targeted.

Stipend Distribution

A total of 2,417 CPHHs in cohort 2.4 began to receive the stipend, which will continue for 18 months. A total of 10,486 CPHHs in cohort 2.3 have been receiving their monthly stipends through mobile cash transfer (bKash) in this quarter. The remaining CPHHs in cohort 2.3 have been receiving their stipends in cash through the traditional master roll system.

Vaccination and de-worming of ATP Cattle Through Voucher Scheme

A total of 1,445 cattle purchased under the asset transfer project for cohort 2.3 were vaccinated against the four major diseases of Anthrax, Foot and Mouth Disease (FMD), Black Quarter (BQ) and Hemorrhagic Septicemia (HS), an achievement slightly higher than the target of 1,350.

Artificial Insemination

During the quarter a total of 369 cattle were artificially inseminated with improved semen, against the target of 330. The unit's achievement was higher than the target as more cattle than expected were in heat during the quarter.

Homestead Gardening and Compost Pit Preparation

During the quarter 14,632 CPHHs in cohort 2.4 have received different types of vegetable seeds for homestead gardening, against the target of 15,000. A total of 56,134 vegetable pits were established using these seeds, against the target of 61,200.

A total of 3,866 CPHHs prepared compost pits in the homestead area, against the target of 5,120. The achievement for the establishment of vegetable gardens and compost pits were both less than the target, as the start of livelihoods activities was slightly delayed due to restructuring of the Markets and Livelihoods Unit.

CPHHs in cohort 2.3 continued receiving support for vegetable cultivation, compost production and the management of saplings.

Homestead Gardening Training

During the quarter, a total of 9,528 CPHHs in cohort 2.4 received training on homestead gardening (there was no target for this quarter, as revision of the training programme based on the new unit structure was in progress).

A total of 19,767 person days of training were provided to CPHHs from both cohorts 2.3 and 2.4, against the target of 24,858 person days. Achievement was lower than the target due to delayed start of livelihoods activities.

Milk Marketing

A total of 1,744 CPHHs from cohort 2.3 received training on milk marketing and dairy cow management, as targeted. There is no target for next quarter, as the programme will be carried out with a modified strategy.

Fodder Production

A total of 719 CPHHs of cohort 2.3 received a one-day training on fodder production, against the target of 744. There is no target for next quarter, as the fodder production sub sector project will be carried out by iDE as part of the market development intervention.

Poultry Rearing

A total of 32,443 person days of training on poultry rearing techniques were provided to participants, against the target of 33,130. Achievement was slightly lower than the target due to overachievement in the previous quarter.

Other Activities Implemented During the Quarter

The Markets and Livelihoods Unit organised preparatory meetings for IMO staff, with the objective of making them familiar with the new implementation strategy of livelihoods activities and preparing new work plans. A total of 300 staff (Livelihoods Development Supervisors, Livestock Officers, Agriculture Officers, Market Development Officers and Livelihoods Development Officers) participated in the meetings.

The Unit also organised workshops for 70 artificial insemination technicians. The objective of the workshop was to share and discuss problems in the field, prospects and the CLP's future strategy for artificial insemination.

Livelihoods Development Activities for the Next Quarter

Indicator	Target for next quarter (January–March, 2013)
<i>Asset Transfer</i>	
# of CPHHs received assets	10,000
# of female HH members benefiting from assets transferred	18,360

Indicator	Target for next quarter (January–March, 2013)
# of male HH members benefiting from assets transferred	17,630
# of CPHHs received cattle as primary asset	9,748
# of CPHHs received cross-bred cattle as primary asset	1,199
# of CPHHs received local cattle as primary asset	8,549
# of CPHHs received land lease as primary asset	191
# of CPHHs received other assets as primary asset	61
# of CPHHs received stipends (for 1st time)	9,489
<i>Homestead Gardening</i>	
# of person days HG training provided to CPHHs	7,213
# of CPHHs completed compost training	13,785
# of person days compost training provided to CPHHs	13,785
# of CPHHs received vegetable seeds	2,409
# of CPHHs established compost pits	11,149
# of vegetable pits established by CPHHs	9,020
<i>Livestock</i>	
# of person days livestock training provided to CPHHs	16,263
# of cattle vaccinated (4 doses)	2,200
# of cattle de-wormed (3 doses)	10,310
# of cattle artificially inseminated	657
<i>Poultry Rearing</i>	
# of people completed field training on poultry rearing	13,077
# of CPHHs	13,077
# of person days field training on poultry rearing provided	17,700
# of new poultry vaccinators trained	162

2.5 Market Development

Some of the key activities undertaken by the Market Development Unit in this quarter included:

Milk Market Development

CLP has begun to pilot market development activities in the milk sector, as per the sector strategy. 9 staff at 8 IMOs have been selected to implement the project. Field activities have begun, with 18 Milk Producer Groups now established across districts (Rangpur, Gaibandha, Kurigram, Pabna and Tangail), as targeted.

The unit trained staff in November. The training covered the CLP's overall market development strategy, plans for producer group formation, and the methods by which producer groups should be established, with a special emphasis on sustainability. Accordingly, the selected IMO staff prepared action plans.

The unit has also renewed the service contracts of these selected IMOs for the period of January to June 2013, in order to implement the milk sector element of the market development project.

Meat and Fodder Market Development Interventions Delivered by iDE

The market development project also includes interventions in the meat and fodder sectors, which

have been subcontracted to iDE.

Meat

60 Meat Business Groups have been established, which already meets the target for the entire first year of the project (which ends in July 2013). A total of 1,717 households are members of these groups, of which around 65% are women. These groups have already begun to undertake capacity building activities, such as cattle rearing workshops (of which 36 have taken place) and linkage meetings with cattle traders (of which 50 have taken place). The rearing workshops were organised jointly with some leading feed companies such as ACI, BRAC, Lalmoni Agro and Misham Agro.

A MoU has been signed with 3 feed processing companies, to facilitate better access of ready feed to char residents and to raise awareness of the importance of a balanced diet for cattle. Collaboration with another feed company, ACI Godrej, has led to 8 demonstrations on the use of concentrated ready feed.

In order to create better linkages with output markets, 128 cattle traders have been identified for capacity building, and their training has commenced.

Fodder

As targeted, 30 Fodder Producer Groups were formed, comprising 814 households. 58% of group members are women.

A number of capacity building training, such as trainings on production technology with local fodder entrepreneurs, have already begun. Around 50% of fodder participants (441) have started to cultivate fodder on their own land.

An MoU has been signed with a fodder seed importer (ADVANTA) to establish dealerships with businesses on the chars, and also to provide technical knowledge (land preparation, optimum seed rate, irrigation, harvesting) to fodder group members.

Initiatives Impacting Both Meat and Fodder

In both sectors, to ensure better access to inputs, the project has already identified 45 input dealers in 30 different chars. Most are linked with private ready feed companies and in collaboration with them, these CIDs are providing inputs and services to the respective char communities.

In order to create an enabling environment for overall livestock sector development, the project has initiated the development of a central operational body in each of the chars in which the market development project will be implemented. By the end of the quarter under review, iDE had facilitated the formation of 30 Char Livestock Centres (CLCs) in 30 targeted chars. Many of the Executive Committees of these CLCs (generally comprising representatives of the meat and fodder business groups, input dealers and local service providers) have received training in order to build institutional capacity.

Monitoring and Evaluation Activities

In collaboration with the IML Division, and with supervision from an International consultant, a detailed M&E framework has been developed in order for the project to monitor its impact.

A key component of this framework is the performance of a baseline survey. For this survey, an independent firm, Grameen Bikash Foundation (GBF), collected data on the relevant indicators from 2,600 households. Parallel to this, a joint team comprising CLP and iDE staff undertook a small baseline survey to understand the situation of service providers on the chars. As of the end of the quarter, this process was nearing completion. Data will be analysed and reported in the coming months.

Livestock Service Provider Project (LSPP)

During CLP-1, LSPs had limited access to local Department for Livestock Services (DLS) officials for services and supplies. In order to improve this situation, and to make the project more sustainable, local DLS officials are now involved with the project, including the selection of LSPs, conducting training, and attending capacity building events.

A total of 66 new participants were selected in CLP-2 working area through the direct assistance of local DLS officials in this quarter. A new batch of LSP development training was organised in December and continues into January, with a total of 20 participants.

Next Quarter's Activities

As the CLP enters the third quarter of its financial year (January – March 2013), the Unit has several priorities:

1. Recruitment of CLP district level staff;
2. Organisation of technical training for IMO staff;
3. Finalisation and printing of updated training and promotional materials.

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

Unit	Significant Activities
Markets and Livelihoods	<p><u>Asset Transfer</u></p> <p>Basic technical training on livestock rearing for IMO staff; CPHHs training on livestock rearing; Purchasing of assets for CPHHs; Distribution of stipends and monitoring to be continued.</p> <p><u>Homestead Gardening</u></p> <p>Establish homestead gardens for CPHHs; Basic technical training on homestead garden for IMO staff; CPHHs training on homestead vegetable production; Distribution of vegetable seeds; Compost pit establishment training for CPHHs.</p> <p><u>Livestock</u></p> <p>CPHHs training and refresher training on livestock rearing; Vaccination and de-worming of cattle procured by CPHHs; Artificial Insemination (AI) activities to be continued; Meetings with AI technicians.</p> <p><u>Poultry</u></p> <p>CPHHs training and refresher training on poultry rearing; Selection of vaccinators and training</p> <p><u>Training of Poultry model rearer</u></p> <p>Building and demonstration of model houses and training; Vaccination and feed supply by vaccinators.</p> <p><u>Milk Sub sector</u></p> <p>Identification of potential milk collectors in chars and establishing linkages with mainland actors; Exploring potential micro-financing institutions/agencies interested in working with milk producer groups; Coordination meetings with milk producer groups, milk traders and LSPs.</p> <p><u>Meat and Fodder Sub sectors</u></p> <p>Ongoing training and capacity building of the producer groups and the Chars Livestock Centres; Regular monitoring and coordination with iDE's activities for both meat and fodder sub sectors.</p>

3. Innovation, Monitoring and Learning Division

The Innovation, Monitoring and Learning (IML) Division had an eventful quarter. Research related to understanding the impact of the CLP on female empowerment and food security was concluded and published. A draft report was also developed documenting the impact of the CLP on nutrition outcomes. A consultant (Reuben Blackie) was contracted to analyse data related to livelihoods outcomes. Finally, the M&E Unit initiated research related to water, sanitation and hygiene outcomes (WASH). Again, the findings will be published during the next quarter in time for the mid-term review.

The M&E Unit conducted its annual survey in which it collected data from a panel sample of households, including CLP-1 households. The newly developed "graduation criteria" were incorporated in the questionnaire to assess levels of graduation. Analysis and presentation of the findings will take place during the first quarter of 2013. The Unit also provided support to the Markets and Livelihoods Unit in the development of an M&E strategy and baselines.

After only a short period with the CLP, Mr Hindole (Database Coordinator) left the organisation. He was replaced by Mr Zahangir Alam. Rafiqul Islam, M&E Unit Manager also departed after many years of excellent service with the CLP. His replacement will be recruited during the forthcoming quarter.

The Communications Unit continued to liaise with media, manage the website and facilitate visitors to the chars.

3.1 Improved Visibility of the CLP

The Communications Unit started to implement aspects of the newly developed communications strategy. This was developed towards the end of September with the assistance of Liz Allcock, a Communication for Social Change consultant. During the quarter the Communications Unit was particularly busy with the following:

Helping Facilitate Field Visits to the Chars

There were a number of important visitors to the CLP and/or the chars during the quarter including:

- The CLP held a workshop in Bogra to consider and suggest improvements to the sustainability of the programme over the long term. In attendance were many stakeholders, including senior government representatives from the Rural Development and Cooperatives Division, ERD, RDA and IMED, donors (DFID and AusAID), partner projects (such as EEP and UPPR) and members of CLP staff and representatives of CLP's implementing organisations. The Secretary of the RDCD Mr. Mihir Kanti Mojumder was the Chief Guest. More information is available here: <http://www.clp-bangladesh.org/newsdetails.php?id=59> (13-14th November).
- Members of the M&E team from the Urban Partnerships for Poverty Reduction Programme visited the CLP to learn from the CLP's experiences in geocoding and monitoring female empowerment (November 19th)
- Sarah Livingstone, Head of Financial Sector, Maxwell Stamp PLC (December)

Promoting Media Coverage of the CLP

In response to cold weather the CLP distributed blankets to extreme poor households living on the *chars* during December. This was covered by both local and national media including Ittefaq, Manabjamin, the Independent and the Daily Sun¹ as well as the state run news agency BSS and the TV channel Mohna

Maintaining the CLP Website

The CLP website (www.clp-bangladesh.org) is an important platform for the CLP to communicate progress, impact, lesson learned, etc. The Communications Unit continued to manage and update

¹http://www.daily-sun.com/index.php?view=details&tarchiev=yes&tarch_date=30-12-2012&ttype=CLP-distributes-19,000-blankets-among-distressed-char-people&pub_no=364&cat_id=3&menu_id=0&news_type_id=3&index=12

the site with news articles, publications etc.

3.2 Household Monitoring and Surveys

During the last few quarters the IML Division has been working hard to update the programme's understanding of the CLP's impact on food security, female empowerment, nutrition, WASH and livelihoods. In order to do this the Unit has been drawing on several years' worth of household monitoring data and supplementing this with qualitative research. The findings will be ready for the upcoming midterm review (February 2013).

In addition, the M&E Unit has been leading the development of 'graduation criteria' which will ultimately be used to assess whether a household has moved out of extreme poverty.

Female Empowerment and Food Security Outcomes

This research was concluded during the quarter. The findings have been packaged and presented in a variety of ways in an attempt to share the findings but also the methodology (these can be found on the CLP website).

Following the advice of the communications consultant, Liz Allcock, a dissemination plan was developed and implemented. This included a 'round table' with staff from the M&E section of the Urban Partnerships for Poverty Reduction (UPPR) who expressed an interest in learning about CLPs approach to monitoring female empowerment. The findings have also been published on DFID's R4D website, a site dedicated to sharing DFID research.

Nutrition Outcomes

During the quarter, Professor Nick Mascie-Taylor developed a draft report outlining the CLP's impact on nutritional outcomes. The report will be published during the next quarter.

Livelihoods and Water, Sanitation and Hygiene Outcomes

During the quarter the CLP contracted a consultant (Reuben Blackie) to analyse data related to the Livelihoods theme (income, expenditure, asset status etc.). The report will be published during the next quarter. Work on updating the CLPs understanding of WASH outcomes was also initiated by Laura Cordier (Young Professional). Again, the findings will be published during the next quarter and will be available for the midterm review.

Graduation

The CLP has developed a set of graduation criteria as a way of determining whether a household has been moved out of extreme poverty. These criteria were incorporated within the M&E system so that levels of graduation can be assessed.

The annual October/ November survey, during which the M&E Unit collects data from previous cohorts (including CLP-1 households) incorporated these criteria and a short report will be published during the forthcoming quarter illustrating levels of graduation.

3.3 Monthly Verification of CLP Outputs

Data Management Aid (DMA) continued as the CLP's verification contractor. The company's task is to verify, on a monthly basis, a sample of 5 to 10% of outputs delivered by the IMOs. 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. As one might expect, a few relatively minor issues were identified which prompted follow up action by the respective Units.

4. Partnerships and Relations Division

MSP recruited a new Partnerships Director (Mrs Gabriella Wright) in July 2012, following the retirement of the previous incumbent (Julian Francis). However, within a week of the start of the September-December quarter, Mrs Wright announced that she had been advised by the British High Commission Security Office that her safety could not be assured in the remote work areas of the CLP. Thus she tendered her resignation. Leadership for partnerships were therefore assumed on an interim basis by the CLP Team Leader with assistance from the Unit Manager, Human Development.

Despite the absence of a fulltime director during the quarter, some considerable advances in current dossiers were made while new possibilities have been added to the partnership's pipeline. The major advances are as follows:

4.1 Market and Livelihoods Activities

The major partner for CLP in the area of market development is the M4C project, funded by SDC. The CLP and SDC continue to cooperate fully to generate synergy while ensuring no duplication of activities. For memory, the CLP leads in the livestock sector while M4C leads in the agricultural and transport sectors. Inter-programme meetings occur on a monthly basis with a liberal flow of information, consultant sharing (to cut costs) and feedback on lessons learnt. Business Development Centres are being developed by both projects and these will adopt small businessmen from both the agricultural and livestock sectors.

It was mentioned in the last report that the CLP had started discussions with the Danida-funded Agricultural Growth and Employment Programme to bring Farmer Schools to the chars, initially in pilot areas. These schools will target small-scale agricultural production and livestock husbandry and be provided via the leadership of GoB's Agricultural Extension Services. CLP has invited M4C to buy into the partnership opportunity with GoB and Danida. There is also a very early approach from the USAID-funded "Horticultural Project" to undertake pilot work on CLP-aided chars, targeting current and graduated beneficiaries with small areas of land under cultivation. More on this will likely be reported in the next quarterly report.

Another important move for the future of market development in the chars is that the CLP, having recognised the lack of adapted financial products for small-scale business, began negotiations with the Prosper Programme (DFID-funded). Following a field visit and working sessions, Prosper is keen to influence PRIME/PKSF to provide adapted products for agricultural and animal fattening activities.

Bengal Meat, an early private sector partner of the CLP, purchased many cattle from CLP beneficiaries on the chars of Sirajganj and Pabna in the run-up to the Eid festivities. Good links are also being made with other private/public sector players including the major dairies, seed suppliers and government extension services.

4.2 Human Development Activities

The char population frequently mention the absence of education and health as constituting two constraints to their development. Poor health facilities mean that minor ailments can become life threatening and rapidly eat through household savings. The lack of the most basic education facilities in many areas of the chars means that generations of children go uneducated and, in turn, become illiterate adults with little chance of any career progression. These two absent services have been key targets for Partnerships since the start of CLP-2. Very significant progress can finally be reported.

The progress on bringing health services to the chars has been covered in Section 2.3 of this report. Therefore in resume only, BRAC has agreed to extend its health activities to the five northern districts in which CLP is active (Gaibandha and Kurigram and the three Teesta districts of Rangpur Nilphamari and Lalmonirhat) and takeover seamlessly from the CLP as the programme completes its 18-month cycle in villages. These activities are in addition to the small level of activities that BRAC had already adopted in two upazilas of Gaibandha. A formal field handover occurred in December while the planned formalization and signature of a binding MoU, initially planned for December was

postponed until early January 2013 to allow senior officials of RDCD, BRAC and DFID to be present at the signing ceremony.

The CLP is still in discussions with BRAC about the possibility of bringing their health delivery model to districts on the Padma River and along the southern Jamuna where BRAC currently has no health activities.

The ending of the education pilot at CLP was marked in December by a ceremony, held at RDA, to honour many of the graduating children and their parents. While direct education services to the chars will not be carried out by the CLP, it still remains an important target for us. Therefore it is pleasing to report that:

- Three of our IMOs have obtained other funds to continue running their education centres;
- The Primary and Mass Education Division of GoB have, to date, decided to build seven learning centres on the chars (with certainly more to follow) and a further three in mainland areas of districts in which CLP is active;
- Discussions are underway with BRAC-Education to bring their non-formal method to the chars (this decision follows in the wake of the decision to bring health facilities). The CLP recognizes the leadership being played by the DFID Education Advisor in bringing the CLP and BRAC together.

4.3 Advocacy Activities

CLP's small land tenure pilot project, which targets help to an initial batch of 300+ households in Kurigram to obtain title to their land by the end of 2012, was slightly delayed. The GoB Land Officers, responsible for the work, were seconded to other duties outside the district thus delaying the process for a few weeks.

On the plus side, the CLP has been negotiating with Community Legal Services (CLS), another DFID-funded programme, to begin providing legal services on selected chars (as a pilot project). Following discussions, the two programmes developed a draft MoU and have set a timetable for a formal signature of mid-January 2013. In the MoU it is understood that CLS would target, in particular, the resolution of land disputes (thus supporting our land tenure title) as well as domestic and community-level disputes.

4.4 Priorities for the Next Quarter

While remaining open to other partnership opportunities, the CLP will target in particular cooperation with BRAC for bringing education services to the chars, CLS and its local partners for starting up the legal services pilot plus the completion of the first batch of land tenure distribution. A further area that has been identified during IML work on graduation criteria is the need to increase the number of tube wells that are upgraded (to "sanitary" status). Partnerships will investigate the possibility of bringing new partners in (from government or NGOs).

5. Finance Division

The Finance Division carried on their regular activities of fund disbursement according to the work plan budget throughout this quarter. The division also conducted time to time various financial exercises to ensure a head to head progress with programme activities.

An analysis on the overall budget was conducted before it was placed for further amendment considering the half yearly advancement in the cost centers. Finance also made sure that all the partners are in the same line with proper fund utilization through their very own control mechanism.

The division has overseen the financial disbursement of close to £ 5.08 million during the quarter and is in the process of handling further disbursement funds related to contracts for all partners. To facilitate the process of effective output receiving from the accounts personnel of the partners, training in advanced business communication and report writing was conducted centrally in Bogra.

As part of fund transparency aspect, Finance received and analyzed all the audit reports conducted

among the partners by an independent chartered accountant firm. It eventually provided the division a clear understanding on the performance of the partners on which a thorough internal audit programme will be implemented in next quarter.

Based on the audit report and other internal documents, Finance carried out a complete fund reconciliation exercise with partners' accounts personnel and eventually found out an approximate amount of £360K to recover from different bank accounts of the partners as unspent money for the last financial year. This money will be entered into CLP account through negative journals in coming few days.

Finance team also took part in an investigation process against one partner to entertain an allegation on winter seed purchase. The back to office report proved as very useful and action were taken based on that report.

Like other years, some Finance personnel conducted yearly beneficiary verification in different working areas of CLP.

During the quarter, the division was subject to produce different kinds of analytic reports along with financial data to be distributed among various stakeholders. The division continued to answer all the queries received from both government and donor part with their efficient effort. The division regularly [produced GoB financial report for the ministry and successfully managed to submit them within timeline. Finance also helped the CLP's DTL with providing him useful financial information while he used to report to government.

The division played their part in developing in all respective financial scrutiny with MSP London and started to incorporate new flow of fund for newly started nutrition project.

5.1 Contracts & Procurement

Contracts

The quarter was an eventful period where continuation of all regular activities and some strategic changes mingle all together to make it notable for the section. In this period, contracts began to work with Admin section to track and keep record of all the fixed assets both in CLP and IMOs. Section invested much time to have a clear picture of IMOs' fixed assets and was in the middle of the way to develop a user friendly database of the assets. Strategically, it was crucial and important as the old idea of keeping the record of assets have been grossly reviewed and divided into some sub-section for ensuring better management. Besides, all the internal databases are updated time to time with the issuance of all new agreements and MoUs so that section can maintain a reliable information source to distribute among other units. Apart from these, the quarter was a challenging one for contract section as they had to issue high volume of agreements, necessary amendments as per the demand of various units within a very short phase of time.

The most noteworthy achievements of the quarter were as follows:

- Issuance of all necessary agreements like-Dry Season Plinth, Milk Marketing Project etc have been assured on time;
- The section played its vital role to fix the unit rates related to particular contracts before finalizing budget;
- Internal Control system has been updated by initiating some changes in Invoice Tracking System File time to time to keep efficient way of dissemination of information.
- As part of its pre-awarding practice, the section played its usual role to form selection committee and compiled the procedure of selection before contracting independent consultancy firms.
- Contracts section kept conducting proper negotiation sessions with potential service providers to ensure good VfM. These negotiation sessions became good learning tools for the section as new queries have been come out and it helped to add experience to the section.
- A consolidated exercise on Cost Allocation per CPHH was initiated and

distributed among different stakeholders to find out the cost effectiveness of the programme.

- To keep the track of contract dispatch and receipt, a tracking system was introduced which will allow the section to ensure better documentation.
- Month-wise instalment exercise has been shaped in a more useful way to broadcast real time information to all operational units.
- The responsibility for the supervision of all IMO Management contracts have been taken over by the section.

As section is now enjoying more direct involvement with overall contract management, it is very much in a better position to play its role in more efficient way and the recently passed quarter has a strong contribution to this situation.

Procurement:

Considering the VfM issue, Procurement had a stressful but flourishing quarter as they achieved some considerable advancement towards the best practice. Procurement put much effort to ensure the deadline of all assignments in time. Cost control mechanism was carried on along with following actions:

The major challenges for Procurement were to ensure harmonization among pricing, effectiveness and timeline throughout the quarter. By confirming and delivering authentic information to all, the section focused on following activities:

- Motorcycles for field staffs and winter blankets for CLP beneficiaries have been procured through Crown Agents and distributed accordingly.
- Different units of CLP have updated their internal procurement plan due to situation demand and the section kept their advancement consequently.
- A good amount of various printing materials have been developed and produced under the direct supervision of Procurement section. This direct supervision has been proved to be effective as it somehow creates a kind of understanding between the relevant unit and Procurement.
- As part of project's marking and branding, the section continued to work with Communications unit in different information materials like- project brochures, briefs etc.
- Procurement started to work with Admin section to find out the current status of fixed assets particularly among IMOs and began to conduct audit in this regard.
- The section along with IT found out a way to reduce the cost of Printer Toner by using a slightly different kind of Toners which may save a lot if it proves to be feasible.
- The section introduced the VfM register to calculate the overall cost saving amount and strategy.
- Procurement was also visited by a external VfM consultant and initially had a very good appreciation for practicing in the right way.
- Procurement also took part in the annual beneficiary verification in different areas.

Apart from all these, procurement is planning to conduct one more cycle of procurement audit among the IMOs and share its newly developed asset maintenance arrangement.

5.2 Administration & Logistics

The major activities during the quarter are as follows:

- Admin distributed all the materials needed to be distributed in the field as per the requirement of different units.
- Admin repaired and dispatched Old Motorbikes and New Motorbikes to IMOs/District Offices for smooth running of the CLP activities.
- Admin dispatched Blankets to IMOs for the distribution among cold effected

Char dwellers.

- Admin & Logistics had done visa & passbook extension of CLP senior international staffs.
- The section also updated CLP's inventory list of secretariat, district offices and guest houses and will participate in the cross-checking regarding these assets with procurement.
- Admin & Logistics continued their sheer support to arrange all kinds of meetings, seminars and workshops like quarterly meeting, internal workshops by ensuring the availability of venue, accommodation and materials for the participants.
- The section also conducted all repairing, servicing and office maintenance regular works as always.
- New Fuel distribution system has been introduced to avoid misappropriation of fuel.
- Consolidated Vehicle Log sheets analysis has been updated & maintained accordingly.

5.3 Information Technology:

The following items were the major undertakings in the quarter:

- Operating systems and other software installed on laptops and desktops for the secretariat and district offices;
- Servicing of IT accessories to ensure flawless operation at all times;
- Jointly work with admin regarding Inventory list update.
- Reloaded the online UPS with new batteries to get uninterrupted power back up for the local server;
- Continued all other IT related service to ensure functional IT environment at the CLP.

6. Short Term Consultants

The CLP received four inputs from short term consultants during the quarter:

- Mr Reuben Blackie and Professor Nick-Mascie Taylor were recruited to complete analysis of data related to livelihoods and nutrition respectively. Mr Blackie made a visit to the CLP during December whilst Professor Mascie-Taylor undertook the analysis remotely.
- Mr Philip White provided support to the CLP in relation to the development of a value for money strategy. He also supported the Programme to develop unit costs.
- Mr Brian Milton provided another input for the markets and livelihoods unit as part of progressing implementation progress.

7. Next Quarter's Activities

As the CLP enters the third quarter of its financial year (January - March 2013), priorities lie in several main directions:

1. Host a visit by a team representing the Independent Commission on Aid Impact who will be looking into DFID's use of contractors to deliver programmes;
2. Provide support to the mid-term review team who are scheduled to review the Programme between 10-24 February.
3. Commence the Direct Nutrition Project
4. Sign a MoU with BRAC related to handing over the CLP's health project. It is agreed that when the CLP exits a village then BRAC will take over responsibility for delivering health facilities.
5. Complete the recruitment of an Operations' Director and a Partnerships' Director.
6. Develop workplan and budget and seek approval from DFID, AusAID and GoB for the next financial year (2013/14)

Annex 1: Financial Targets and Achievements

Activities	Annual Budget (GBP in Million)	Approx Expenditure 2nd Quarter, Q2 (GBP in Million)	Approx Achievement as at Q2 (%)
Infrastructure Unit	3.51	1.38	39%
Livelihoods Unit	4.65	2.07	45%
Market Development Unit	0.77	0.00	0%
Human Development Unit	2.82	0.80	28%
Innovation, Monitoring and Learning	0.36	0.11	31%
IMO Implementation	0.76	0.24	32%
Response Fund	0.08	-	0%
Management Contract	2.00	0.48	24%
Total	14.95	5.08	34%

Note: Financial charges (UK & Local) allocated in various components.

