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**NATIONAL COMMUNITYDRIVEN DEVELOPMENT PROJECT**  
**Project No: H814-MM and IDA Credit no: 56870**



**QUARTERLY PROGRESS REPORT**  
**July– Sept 2016**

*Submitted in compliance with Section II A of the Financing Agreement between  
the Republic of the Union of Myanmar and the International Development Association*

Presented by:

National Community Driven Development Secretariat  
Department of Rural Development

4December 2016

List of Abbreviations and Acronyms

BER	-	Bid Evaluation Report
BG	-	Block Grant
BGA	-	Block Grant Agreement
CFA	-	Community Force Account
CDD	-	Community-driven Development
DRD	-	Department of Rural Development
DSW	-	Department of Social Welfare
ECOPs	-	Environmental Codes of Practice
EMP	-	Environmental Management Plan
EOI	-	Expression of Interest (procurement document)
ESMF	-	Environmental and Social Management Framework
GESI	-	Gender Empowerment and Social Inclusion
GWG	-	Gender Working Group
MEB	-	Myanmar Economic Bank
NOL	-	No-Objection Letter (WB document)
OM	-	Operation Manual
PSC	-	Performance Security Guarantee
PMIS	-	Project Management Information System
RFP	-	Request for Proposals
RFQ	-	Request for Quotations
TOF	-	Training of Facilitators
TTF	-	Training of Technical Facilitators
TOT	-	Training of Trainers
TS	-	Township
TTA	-	Township Technical Assistance
UTA	-	Union Level Technical Assistance
VL	-	Village Leader
VTDSC	-	Village Tract Development Support Committee
VPSC	-	Village Project Support Committee
VTDP	-	Village Tract Development Plan
VTPSC	-	Village Tract Project Support Committee

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## Executive Summary

Progress During Quarter		Issues & Next Steps
<b>1.</b>	<b>Implementation</b>	
	<p><i>Year 1 &amp; 2 Yr townships</i></p> <ul style="list-style-type: none"> <li>By end September, 1393 sub-projects had been approved by TPIC in the 9 tns, of which 1240 (90%) had passed final inspection, and 1230 (88%) concluded the social audit.</li> <li>All township MSR's except Namhsan were held before the Union MSR.</li> <li>TTA contracts for six Yr 2 townships ended in September. Besides support from the regional offices, UDRD will continue to support implementation in these 9 townships in Y4 with 3 National Program Advisors.</li> </ul>	<ul style="list-style-type: none"> <li>Compared with other 8 townships, progress was delayed in Namhsan due to conflict and security issues, so subproject implementation and social audits was only 23% and 16% respectively. The situation is being continuously monitored by UDRD and communication maintained. Township MSR is planned for end November.</li> <li>The first three townships have struggled to meet quarterly progress reporting requirements in English. Supported by regional offices and 3 National Program Advisors, the use of simplified reporting templates in Myanmar language is proposed to improve timeliness.</li> </ul>
	<p><i>18 Year 3 townships</i></p> <ul style="list-style-type: none"> <li>By end September 18 new townships had received approval from the TPIC for 3439 sub-projects, of which 2597 (75%) had completed detailed planning.</li> <li>Eight out of these 18 tns (Kyangin, Kyaukkyi, Demoso, Hpruso, Mindon, Chaungzon, Lewe and Kawhmu), were close to completing construction of all their sub-projects. Considering the late start experienced by all, this was a good achievement.</li> <li>Four townships of Paletwa, Moenyo, Thanintaryi and Bilin were much delayed for various reasons. Sub-project completion in these townships was 1, 0, 2 and 41 respectively.</li> <li>On various monitoring visits, some villagers reported an informal pressure to work through the rainy season to complete 60% of sub-projects by the time of the Union MSR. Bearing in mind that 90% of BGs for 20 new townships may not be delivered until after Thingyan, the correct message of no pressure must be emphasized in all stages of Y4 training,</li> </ul>	<ul style="list-style-type: none"> <li>Sectoral distribution of sub-projects continue to be dominated by transport (53%) followed by water supply and sanitation (20%). Average cost of all sub-projects was MMK 6.2 million.</li> <li>Reasons for the slow progress in 4 out of 18 townships was reported as follows: <ul style="list-style-type: none"> <li>Moenyo : a) flooding (190/208 villages flooded July/August) b) several villages changed their choice of sub-project. DRD agreed to place one additional engineer in mid-October. To hold TMSR by end November, 70 sub-projects must be completed in Oct.</li> <li>Paletwa : large number of remote villages, high turnover in TTA. Township MSR scheduled for 8<sup>th</sup> December.</li> <li>Thanintaryi : changes in TTA, security issues, change of DRD head. Assistance of two engineers from the regional office in August was very helpful and appreciated by VNG. VNG have complained about the length of</li> <li>Bilin : rigid use of zonal allocation for CFs and TFs resulted in overburdening of TFs in zones with more difficult access.</li> </ul> </li> </ul>
<b>2</b>	<b>Knowledge and Learning</b>	
	<p><u>Social Audits</u></p> <ul style="list-style-type: none"> <li>By the end of this period, 2774 social audits had been completed in time for the Union MSR, representing 57 % of TPIC approved sub-projects. In order to accelerate social audits in time for MSR, several were conducted after 100% construction, rather than waiting for Final Inspection (PC 7), as per the OM.</li> </ul> <p><u>Multi-Stakeholder Reviews</u></p> <ul style="list-style-type: none"> <li>18 out of 27 township MSR's were completed by the UMSR, and a further 3 were completed before end September.</li> <li>The UMSR was split into: 1) 2 x CF forums, Lower and Upper Myanmar (25 – 30 July) 2) TF forum (3-4 August) 3) Expert forum 4) UMSR (15/09). The UMSR was followed by a Finance Forum on 16/09, focusing on tax and fiscal issues. DRD recorded feedback/outputs coming from each forum leading up to the UMSR.</li> </ul> <p><u>Cross-township learning exchange</u></p> <ul style="list-style-type: none"> <li>During this period (early July), the last 4 exchange visits took place for Social Audits for selected 25</li> </ul>	<ul style="list-style-type: none"> <li>Communications Unit will summarize SA results for 27 township in January 2017.</li> <li>Village level SA results will be included in the MIS in Y4 (PC 7). This will speed up township and national level aggregation.</li> <li>Complete outstanding 35% of social audits before end December. It is proposed to introduce a village level Social Audit summary form (score + lessons learned) into the MIS for Year 4, so that collective satisfaction rating from all villages can be aggregated even before the township MSR.</li> <li>WB will finalize a summary report of the UMSR</li> <li>Exchange visits continue to be a productive and popular source of learning. Further exchange visits will be arranged during the next quarter for selected committee members of 18 new townships, and CF/TFs (December).</li> </ul> <p><u>Results Matrix Indicators</u></p> <ul style="list-style-type: none"> <li>Table 4 below presents an incremental summary of RM benefit indicators to end September. Overall participation index for 27 tns index was 65%, ranging</li> </ul>

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	<p>committee members from selected VTs from each of 17 townships visited Social Audits of 8 older townships for 5 days from 1 – 10 July. (See below Communications for details).</p> <p><u>Operations Manual</u></p> <ul style="list-style-type: none"> <li>OM was updated after incorporating inputs from all MSR forums, all units DRDU and TTA providers, but changes were still being made by end of period. Contract for MM version printing was signed.</li> </ul>	<p>from 50% (Htantabin) to 82% (Kawhmu).</p> <ul style="list-style-type: none"> <li>Following NoL (expected October), ToF1 material will be distributed to enable 27 tns to start field operations. Soft copy of MM version expected before start up training in December, hard copy early January.</li> </ul>
<b>3.</b>	<b>Procurement</b>	
	<p><u>Procurement Plan N° 7 (PP7)</u></p> <ul style="list-style-type: none"> <li>Implementation of PP7, (for which NoL received on June 15<sup>th</sup>), included: a) preparation of critical ITQs b) procurement of vehicles and equipment for the 20 new townships and the 15 regional offices were identified for later follow-up. c) selection of existing TTA providers for new 18 townships.</li> <li>Published EoI for tendering the two townships in Shan (Hsisaing) and Kachin state (Moegaung) in August, and evaluated RFPs end September,</li> <li>Confirmation of final list of 20 townships given by GoM Cabinet late August. GAD population figures obtained from DRD, as a basis to calculate procurement quantities.</li> <li><i>Extension of contracts for Y2 TTA providers:</i> DRD agreed to extend the contracts of TTA providers for 6 Year 2 townships by two months from 31/07/ to 30/09/2016.</li> <li>National Consultants : during this period procurement was completed for national experts in Communications, Gender, and Finance.</li> </ul>	<ul style="list-style-type: none"> <li>Status of critical procurement PP7 packages and expected completion status of TTA contract negotiation/ mobilization Yr 4 shown in Tables 4 and 5.</li> <li><i>Services</i> : Complete evaluation, award and negotiation for the Shan (Moegaung) and Kachin (Hsisaing) townships to allow start-up training in early January.</li> <li>Finalise negotiations for extended contracts (18 townships) to allow first round of start-up training during last week of November.</li> <li>Ensure that 6 townships whose TTA terminated end September have correct staff in place to continue TA. DRD to provide one year contracts.</li> <li>Work on PP8 will commence after AWPB 2017/8 receives NoL,</li> </ul>
<b>6.</b>	<b>Grievance Handling</b>	
	<ul style="list-style-type: none"> <li>Of 2,136 grievances received in the third quarter, 98 (4.6%) were “core” grievances (code violation, misuse of funds etc.). Of these 94% had been resolved by 30/09/16. (Table 5).</li> <li>Since January 2014, the cumulative number of grievances to end September 2016 is 5,024, of which 4,992 (99%) have been resolved (Table 4).</li> <li>Grievances increased by 42% in the third quarter with 16% at the union level, 12% at Kawhmu Township and 9% each at Lewe and Nyaung U Townships.</li> <li>The replacement of UTA expert was made during the quarter on 4 August 2016. The new consultant faced a large backlog of unprocessed cases, but began to catch up by the end of the period.</li> </ul>	<ul style="list-style-type: none"> <li>With 20 additional townships for the new cycle, there is a need for two more DRD staff at Union level, of which one should be at a senior level as the main DRD counterpart.</li> <li>The workload of TTA Grievance Focal in some townships excessive, as they are also covering communication and gender related activities. Going into the future, the performance of 4 roles by one person needs to be reconsidered.</li> <li>Documentation to be improved on the grievance responses especially for the core ones.</li> </ul>
<b>6.</b>	<b>Training</b>	
	<p><u>Union level</u></p> <ul style="list-style-type: none"> <li>Advanced TOT given to Union trainers at the end of September, to improve and standardize training skills tailored to NCCDP.</li> <li>iTOT3 delivered with the International Infrastructure consultant.</li> <li>Finance Refresher Training by Finance Expert.</li> <li>TOT3 delivered to the pool of CDD Trainers.</li> </ul> <p><u>Township level</u></p> <ul style="list-style-type: none"> <li>TOF3/TTF3 given to remaining 15 out of 27 townships</li> <li>Delivery of Conflict Sensitivity Training for 9 townships was coordinated with CDA.</li> </ul> <p><u>Community level</u></p> <ul style="list-style-type: none"> <li>Remainder of CMT Trainings delivered in 27 townships, organized by TTA facilitators as needed</li> </ul>	<p><u>Training activities next quarter</u></p> <ul style="list-style-type: none"> <li>A Training Plan for next six months given in Annex 1</li> <li>Management Training: 18 new townships and regional offices in 2 groups (dates)</li> <li>Start-up training: 18 new townships DRD and TTA staff in two groups (a) First group b) second group</li> <li>TTA KE and DRD counterpart attendance and participation in trainings is often weak</li> <li>TOF3 Refresher in almost half the old townships were able to benefit from the new edition of training materials.</li> <li>TOT3 was delivered successfully to the pool of CDD Trainers, the first TOT where the preparation process was done up to standard, mainly because the procurement of the external consultants (who produced the first draft materials) was done on time.</li> </ul>

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	<p><b><u>Training management and materials development</u></b></p> <ul style="list-style-type: none"> <li>• Revised and updated materials for TOF3, DRD Management Training, Start-Up Training, TOT1, and TOF1, in line with any changes brought to the OM</li> <li>• The Training Plan continually coordinated with both union units and township teams, and updated and distributed regularly</li> <li>• Worked on revision of VDP Guide was presented for consideration by DRD and WB for the 2016-17 project cycle.</li> <li>• The Training Plan continually coordinated with both union units and township teams, and updated and distributed regularly</li> <li>• Key Training Assistants finally recruited in September. However, 3 National Training Officers in PP7 still remain to be recruited during the next quarter.</li> </ul>	<p><b><u>Training management and materials development</u></b></p> <ul style="list-style-type: none"> <li>• Complete revision of ToF 1 materials, including VDP Guide, based on new Operations Manual (NoL version and distribute (October).</li> <li>• Ensure Start-Up material (general and parallel sessions) plans</li> <li>• Timely and effective translation of training materials has been greatly improved with presence of a dedicated Training Unit translator/ interpreter.</li> <li>• The full Training Team as requested many months earlier was finally recruited by end September, enabling the Start-Up training to be delivered as planned, including ToT for TTA TL and KEs to deliver the new training cascading system in Y4. However, the following issues still remain:             <ul style="list-style-type: none"> <li>a) roles and responsibilities of DRD staff, and relationships between the DRD staff and the consultants.</li> <li>b) A designated person in Infrastructure Unit for liaison with Training team</li> <li>c) absence of senior level DRD counterpart officer</li> </ul> </li> </ul>
<p><b>7.</b></p>	<p><b>Communications</b></p>	
	<ul style="list-style-type: none"> <li>• Participate in two CFs forums, TF forum and Key Expert forum</li> <li>• Publish booklets of Union MSR</li> <li>• Participated in township MSR and Union MSR</li> <li>• Participated in socialization workshops</li> <li>• The exchange visit program for village committee members to visit older townships Social Audits was organized by the Communication Unit during June and July. Visits between the last 8 township took place in early July (see main report for details)</li> </ul>	<ul style="list-style-type: none"> <li>• To participate in remaining socialization workshops in October.</li> <li>• Planning/coordination of exchange visits for the CFs and TFs between townships during November, December</li> <li>• Two staff attend advanced TOT (October).</li> <li>• To participate in remaining 6 townships' MSR.</li> <li>• To publish samples of translated documents and send them to the relevant townships to confirm if it is appropriate with CDD documents</li> <li>• To conduct an information campaign for parliament committees</li> <li>• Contribute to Management (2 groups, October/November) and Start-Up Training (December)</li> </ul>
<p><b>8.</b></p>	<p><b>Gender and Social Inclusion</b></p>	
	<ul style="list-style-type: none"> <li>• Conducted gender quarterly meeting for 2 days with gender focal from 27 townships including TTA and DRD counterparts. Outputs: a) set of gender monitoring indicators and guidelines b) 27 township action plans.</li> <li>• Discussion of "Participation and Gender" theme in Technical Expert forum and "Gender in CDD" topic in the Community Facilitators Forum.</li> <li>• Exhibited gender corner with the theme "towards gender equality" in Union MSR. See Main Report Section 8 below for details).</li> <li>• Conducted 3 monitoring trips to Tatfone, Laymyetnar and Htantabin townships. Focus group discussions were conducted with village committees and with CFs to know their gender perspective and capacity training needs</li> <li>• Collected data for gender monitoring indicators at all 27 township. Updated TOF1 guide and operational manual for gender and social inclusion part.</li> <li>• TOR for union gender team members been developed, and responsibility for specific townships allocated to each one.</li> </ul>	<ul style="list-style-type: none"> <li>• <i>ToR and contract for a new International Consultant</i> must be finalised in next quarter, with mobilisation latest by January 2017.</li> <li>• <i>Pilot testing gender data collection form</i> for CFs, with active participation of DRD. Feedback and results to be discussed at next quarterly meeting (19/20 December).</li> <li>• <i>Gender monitoring indicators for assessment of social impact</i> : a) Follow up plan for analysis of social impact data together with M&amp;E and International Gender Consultant b) develop Guidelines for collecting of indicators for CF level. c) 27 townships will conduct field visits and FGDs to selected villages in their townships.</li> <li>• <i>Provide discussion session on gender awareness</i> for CFs in 21 townships TA/DRD.</li> <li>• <i>Develop Monitoring Guideline for union DRD</i> gender team, and conduct monitoring to 7 townships</li> <li>• <i>Conduct gender workshop</i> at next gender quarterly meeting will be conducted in December at the union level</li> <li>• Discuss conflict specific gender issues with CSOs, INGOs, LINGOs working on conflict to get lesson learn and apply in the CDD project.</li> <li>• List of outstanding issues given in Main Report</li> </ul>

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		Section 8 below, including : conflict specific issues ; better sharing of lessons learned; enforcement of equal pay for equal work by contractors; link for livelihoods skills training, upgrading gender capacity and training curriculum for township staff (TTA and DRD); promotion of womens' leadership.
<b>9.</b>	<b>M &amp; E / MIS</b>	
	<ul style="list-style-type: none"> <li>Started updating of Chapter 3 forms for Y4</li> <li>Completed GIS interface and data content for 9 townships, except for 20% of Yr 2 photos</li> <li>Weekly monitoring of progress for 27 townships through PC 8</li> </ul> <p><u>Training</u></p> <ul style="list-style-type: none"> <li>Hands on workshop for 27 townships to finalise GIS coordinates and catch up with form uploading (6-9/09).</li> </ul> <p><u>Reporting</u></p> <ul style="list-style-type: none"> <li>Submission of second Annual Report (July)</li> <li>Revision of second Annual Report (August)</li> <li>Prepared data for MSR and ISM presentations for Kokhy.</li> </ul>	<ul style="list-style-type: none"> <li>Finalise Chapter 3 forms for Y4 Operations Manual. (October)</li> <li>Prepare MIS for Y4 : a) update PC and tablet software to match Y4 forms b) prepare village codes and meta data for 20 new townships (mid December)</li> <li>Finalise GIS interface for 27 townships (mid November) ; add 20 new townships to GIS interface</li> <li>Complete data collection and close MIS for Y3 (end December).</li> <li>Finalise township demographic data from GAD by end November. (# VTs and villages, VT populations).</li> </ul> <p><u>Training</u></p> <ul style="list-style-type: none"> <li>Training of Regional Office staff (DRD heads + M &amp; E) in reporting (how to aggregate township quarterly reports) and M &amp; E duties ; conducting M &amp; E / MIS parallel sessions in start-up training.</li> </ul>
<b>10</b>	<b>Management &amp; Supervision</b>	
	<ul style="list-style-type: none"> <li>A quarterly meeting for all 27 townships was held on 23/07/2016 in DRD office NPT.</li> <li>AWPB 2017/8 was updated in time for DRD to submit for MoF, As concerns were raised by DRD regarding the ratio of BG to other components, the Finance Expert had to reconfigure the AWPB and project different 3 year scenarios,. Therefore the budget was not ready for submission to WB for NoL by end of the period.The 11th ISM took place from 26 Sept. – 7th Oct.</li> <li>Socialisation visits carried out to 5 of 20 new townships in September.</li> </ul> <p><u>Staffing</u></p> <ul style="list-style-type: none"> <li>Union :The UTA TL, Mr Chris Blears, resigned in July. By end of period, two replacements had been proposed, but agreed by DRD. Mr Leckie has performed the role of acting TL.</li> <li>Region State Offices : DRD staff for the 15 state/region offices were appointed and installed during this period in existing regional office premises.</li> <li>Townships : this period saw several changes in TTA (both KEs and TFs) in 7 townships.. However, by end of period, all 5 TTA positions were filled.</li> <li>TTA contracts for LaymyertnarPinlebu, Ann, Sidoktaya, Htantabin, Tatkon terminated at end September.</li> </ul>	<ul style="list-style-type: none"> <li>Next quarterly meeting planned for 19/20 December. Key milestones over the next six months given in Table 12 below.</li> <li>The 12th ISM will be fielded end January 2007. Aide Memoire from ISM 11 expected in October..</li> <li>Staffing of regional offices. Procurement (formulation of ToR and publication of advertisements) of national consultant positions for 15 regional offices (Infrastructure, Gender/Social Accountability, M &amp; E / MIS, IT) should be initiated before the end of the next quarter.</li> <li>Finalisation of AWPB for NoLwill be completed by the Finance Expert, who will terminate his assignment by end December.</li> </ul> <p><u>Staffing</u></p> <ul style="list-style-type: none"> <li>TTA for six townships where contracts terminated end September :all CF/TFs were willing to continue their assignment under DRD, with replacement of vacant consultant positions by end October. DRD will recruit team leader and finance positions using the same qualifications and tasks as in TOR for TTA. Remaining positions will be replaced with either junior TAs or KE recruitment. Consultants and CF/TF will be recruited under a one-year assignment. This township level team will be supervised in technical management by national program advisors (3 full time NPAs already in PP7) and ICDDE (already in PP7) with collaboration of TDRD.</li> </ul>

## MAIN REPORT

This Union Quarterly Progress Report covers the period July to September 2016. It includes highlights of: (a) implementation progress in terms of the results framework and project work plan; (b) constraints and risks to implementation; and (c) the work plan for the upcoming 12 months to September 2017.

### 1 Implementation

	Progress During Quarter					Issues & Next Steps																																																																																																									
1.	<b>Year 1 &amp; 2 townships</b>																																																																																																														
	<p>Completion of 9 townships Year 3 sub-projects by end of this period is shown in Table 1, but can be summarised as follows :</p> <table border="1"> <thead> <tr> <th></th> <th>TPIC Appr.</th> <th>100% Constr.</th> <th>SP Final Inspect.</th> <th>Social Audit</th> </tr> <tr> <th></th> <th>#</th> <th>#</th> <th>#</th> <th>#</th> </tr> </thead> <tbody> <tr> <td>Kanpetlet</td> <td>70</td> <td>54</td> <td>47</td> <td>30</td> </tr> <tr> <td>Kyungsu</td> <td>170</td> <td>117</td> <td>117</td> <td>59</td> </tr> <tr> <td>Namshan</td> <td>114</td> <td>7</td> <td>2</td> <td>6</td> </tr> <tr> <td>Ann</td> <td>121</td> <td>19</td> <td>10</td> <td>7</td> </tr> <tr> <td>Htantabin</td> <td>243</td> <td>202</td> <td>22</td> <td>98</td> </tr> <tr> <td>Laymyetnar</td> <td>258</td> <td>258</td> <td>252</td> <td>256</td> </tr> <tr> <td>Pinlebu</td> <td>144</td> <td>36</td> <td>28</td> <td>28</td> </tr> <tr> <td>Sidoktaya</td> <td>121</td> <td>68</td> <td>15</td> <td>14</td> </tr> <tr> <td>Tatkon</td> <td>152</td> <td>141</td> <td>141</td> <td>119</td> </tr> <tr> <td><b>Total</b></td> <td><b>1393</b></td> <td><b>902</b></td> <td><b>640</b></td> <td><b>617</b></td> </tr> </tbody> </table> <p>• By end September, 1393 sub-projects had been approved by TPIC in the 9 tns, of which 1240 (90%) had passed final inspection, and 1230 (88%) concluded the social audit.</p>						TPIC Appr.	100% Constr.	SP Final Inspect.	Social Audit		#	#	#	#	Kanpetlet	70	54	47	30	Kyungsu	170	117	117	59	Namshan	114	7	2	6	Ann	121	19	10	7	Htantabin	243	202	22	98	Laymyetnar	258	258	252	256	Pinlebu	144	36	28	28	Sidoktaya	121	68	15	14	Tatkon	152	141	141	119	<b>Total</b>	<b>1393</b>	<b>902</b>	<b>640</b>	<b>617</b>	<ul style="list-style-type: none"> <li>• All township MSR's except Namhsan were held before the Union MSR. Compared with other 8 townships, progress was delayed in Namhsan due to conflict and security issues, so completion of construction and social audits was only 23% and 16% respectively. The situation is being continuously monitored by UDRD and communication maintained.</li> <li>• TTA contracts for six Yr 2 townships ended in September. Besides support from the regional offices, UDRD will continue to support implementation in these 9 townships in Y4 with 2 National Program Advisors.</li> <li>• Although weekly updating of the MIS and implementation progress have not been an issue with the first 3 townships, they have struggled with timely submission of English language quarterly reports without the help of a TA provider to assist with content and quality. Since this situation is likely to be replicated for the 6 Y2 townships in Yr 4, it confirms the need for a simplified quarterly reporting template in Myanmar language, with support from regional offices and National Program advisors.</li> </ul>																																													
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	<table border="1"> <thead> <tr> <th></th> <th>TPIC appr.</th> <th>Detail Plan</th> <th>100% Constr.</th> <th>Social Audit</th> </tr> <tr> <th></th> <th>#</th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Kyangin</td> <td>245</td> <td>245</td> <td>206</td> <td>196</td> </tr> <tr> <td>Thabaung</td> <td>343</td> <td>217</td> <td>87</td> <td>34</td> </tr> <tr> <td>Kyaukkyi</td> <td>106</td> <td>106</td> <td>25</td> <td>21</td> </tr> <tr> <td>Moenyoy</td> <td>99</td> <td>23</td> <td>0</td> <td>0</td> </tr> <tr> <td>Paletwa</td> <td>354</td> <td>20</td> <td>1</td> <td>0</td> </tr> <tr> <td>Demoso</td> <td>100</td> <td>100</td> <td>96</td> <td>92</td> </tr> <tr> <td>Hpruso</td> <td>63</td> <td>62</td> <td>53</td> <td>53</td> </tr> <tr> <td>Kyainseikgyi</td> <td>184</td> <td>126</td> <td>62</td> <td>58</td> </tr> <tr> <td>Thanintharyi</td> <td>149</td> <td>87</td> <td>2</td> <td>1</td> </tr> <tr> <td>Banmauk</td> <td>210</td> <td>163</td> <td>154</td> <td>148</td> </tr> <tr> <td>Myaung</td> <td>111</td> <td>103</td> <td>54</td> <td>52</td> </tr> <tr> <td>Mindon</td> <td>152</td> <td>152</td> <td>90</td> <td>90</td> </tr> <tr> <td>Ngazun</td> <td>144</td> <td>115</td> <td>96</td> <td>96</td> </tr> <tr> <td>Nyaung U</td> <td>293</td> <td>254</td> <td>279</td> <td>279</td> </tr> <tr> <td>Bilin</td> <td>284</td> <td>222</td> <td>41</td> <td>5</td> </tr> <tr> <td>Chaungzong</td> <td>142</td> <td>142</td> <td>134</td> <td>103</td> </tr> <tr> <td>Lewe</td> <td>270</td> <td>270</td> <td>196</td> <td>196</td> </tr> <tr> <td>Kawhmu</td> <td>190</td> <td>190</td> <td>138</td> <td>120</td> </tr> <tr> <td><b>Total</b></td> <td><b>3439</b></td> <td><b>2597</b></td> <td><b>1714</b></td> <td><b>1544</b></td> </tr> </tbody> </table> <p>• Several villages visited expressed that there was (informal) pressure to work through the rainy season to complete 60% of SPs by the Union MSR. The correct message must be delivered in all stages of Y4 training, bearing in mind that 90% of BGs may not be delivered to new 20 townships until after Thingyan.</p>						TPIC appr.	Detail Plan	100% Constr.	Social Audit		#				Kyangin	245	245	206	196	Thabaung	343	217	87	34	Kyaukkyi	106	106	25	21	Moenyoy	99	23	0	0	Paletwa	354	20	1	0	Demoso	100	100	96	92	Hpruso	63	62	53	53	Kyainseikgyi	184	126	62	58	Thanintharyi	149	87	2	1	Banmauk	210	163	154	148	Myaung	111	103	54	52	Mindon	152	152	90	90	Ngazun	144	115	96	96	Nyaung U	293	254	279	279	Bilin	284	222	41	5	Chaungzong	142	142	134	103	Lewe	270	270	196	196	Kawhmu	190	190	138	120	<b>Total</b>	<b>3439</b>	<b>2597</b>	<b>1714</b>	<b>1544</b>	<ul style="list-style-type: none"> <li>• Despite the late start, by end September, 18 new townships had received approval from the TPIC for 3439 sub-projects, of which 2597 (75%) had completed detailed planning.</li> <li>• Eight out of these 18 tns (Kyangin, Kyaukkyi, Demoso, Hpruso, Mindon, Chaungzong, Lewe and Kawhmu), were close to completing construction of all their sub-projects. Considering the late start experienced by all, this was a good achievement.</li> <li>• Four townships of Paletwa, Moenyoy, Thanintharyi and Bilin were very much delayed due to: <ul style="list-style-type: none"> <li>○ Moenyoy : a) flooding (190/208 villages flooded July/August) b) several villages changed their choice of sub-project. DRD agreed to place one additional engineer in mid-October. To hold TMSR by end November, 70 sub-projects must be completed in Oct.</li> <li>○ Paletwa : large number of remote villages, high turnover in TTA. Township MSR scheduled for 8<sup>th</sup> December.</li> <li>○ Thanintharyi : changes in TTA, security issues, change of DRD head. Assistance of two engineers from the regional office in August was very helpful and appreciated by VNG. VNG have complained about the length of</li> <li>○ Bilin : rigid use of zonal allocation for CFs and TFs resulted in overburdening of TFs in zones with more difficult access.</li> </ul> </li> </ul>
	TPIC appr.	Detail Plan	100% Constr.	Social Audit																																																																																																											
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Demoso	100	100	96	92																																																																																																											
Hpruso	63	62	53	53																																																																																																											
Kyainseikgyi	184	126	62	58																																																																																																											
Thanintharyi	149	87	2	1																																																																																																											
Banmauk	210	163	154	148																																																																																																											
Myaung	111	103	54	52																																																																																																											
Mindon	152	152	90	90																																																																																																											
Ngazun	144	115	96	96																																																																																																											
Nyaung U	293	254	279	279																																																																																																											
Bilin	284	222	41	5																																																																																																											
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Table 1: Key Implementation Parameters to end September 2016

State/Region	Township	# VTs	# Villages	NCCDP Staffing status at				BG Requeste		BG transferred		Orient - ation meeti	Village Profile # PC 1 uploade	VDP		VT Selectio # meeting	TPIC appro # SPs	SP detailed planning		Sub-Project Implementation						Social Audit
				DRD	# TTA	# CF	# TF	#	%	#	%			# VDP meeting	%			Plan completed	PC 5 uploaded	0%	1-50	51-75	76-90	100%	Final SP inspection	
<b>Year 1</b>																										
Chin	Kanpetlet	26	123	6	8	21	9	26	100	26	100	123	123	100%	26	70	70	70	0	1	0	1	68	67	68	67
Thaninthayi	Kyunsu	20	163	5	8	20	6	20	100	20	100	163	163	100%	20	170	170	170	0	0	0	8	162	162	159	162
Shan	Namhsan	26	123	4	9	19	7	26	100	26	100	123	123	100%	26	114	112	114	4	5	12	67	26	14	13	18
<b>Year 2</b>																										
Rakhine	Ann	29	229	6	6	31	17	29	100	29	100	229	229	98%	29	121	121	121	0	3	10	7	101	96	99	91
Yangon	Htantabin	54	245	6	6	30	18	54	100	54	100	245	246	100%	54	243	243	243	0	0	0	0	243	243	243	243
Ayeyawady	Laymyethna	41	271	6	5	36	19	41	100	41	100	271	271	100%	41	258	258	258	0	0	0	0	258	258	258	258
Sagaing	Pinlebu	52	266	6	6	33	16	52	100	52	100	266	266	100%	52	144	144	143	0	3	2	10	129	129	103	129
Magway	Sidoktava	46	118	7	6	23	15	46	100	46	100	110	118	93%	46	121	121	121	0	0	0	5	121	121	121	112
Nay Pyi Taw	Tatkon	49	188	7	6	25	17	49	100	49	100	188	188	100%	49	152	152	152	2	0	0	0	150	150	149	150
<b>Year 3</b>																										
Ayeyawady	Kyangin	30	255	6	5	32	17	30	100	30	####	254	255	100%	30	245	245	245	1	12	11	15	206	177	169	196
Ayeyawady	Thabaung	67	392	6	5	50	27	67	100	67	####	392	393	98%	67	343	217	217	3	5	106	4	87	52	57	34
Bago	Kyaukkyi	34	137	7	6	17	12	25	74	25	74%	91	91	66%	25	106	106	106	23	24	7	27	25	3	17	21
Bago	Moenyo	37	218	6	5	28	15	36	97	36	97%	214	214	98%	36	99	23	23	94	4	1	0	0	0	0	0
Chin	Paletwa	96	390	6	5	57	31	96	100	96	####	323	388	72%	96	354	20	20	0	201	20	0	1	0	0	0
Kayah	Demoso	26	172	6	5	23	19	26	100	26	####	172	172	100%	26	100	100	100	1	1	1	1	96	92	88	92
Kayah	Hpruso	14	116	6	5	15	8	14	100	14	####	116	116	100%	14	63	62	62	1	1	0	8	53	53	53	53
Kayin	Kyainseikgyi	51	334	6	5	36	20	45	88	45	88%	308	309	83%	48	184	126	126	78	22	7	15	62	58	36	58
Thanintharyi	Thanintharyi	19	176	6	5	27	15	18	95	18	95%	176	176	82%	18	149	87	87	112	33	1	1	2	1	0	1
Sagaing	Banmauk	47	219	6	5	28	16	47	100	47	####	219	219	100%	47	210	163	163	22	19	7	8	154	0	20	148
Sagaing	Myaung	48	81	7	4	23	13	48	100	48	####	81	81	100%	48	111	103	103	41	6	4	5	54	55	55	52
Magway	Mindon	72	179	6	5	36	21	72	100	72	####	179	179	100%	72	152	152	152	12	35	6	4	90	9	17	90
Mandalay	Ngazun	44	158	6	5	22	15	44	100	44	####	158	158	100%	44	144	115	115	2	21	16	11	96	22	27	96
Mandalay	Nyaung U	74	220	6	5	35	26	74	100	74	####	220	220	100%	74	293	254	254	0	0	0	0	279	297	130	279
Mon	Bilin	51	216	6	5	27	17	51	100	51	####	217	216	100%	51	284	222	222	155	53	8	27	41	7	7	5
Mon	Chaungzong	43	78	6	5	22	15	43	100	43	####	78	78	100%	43	142	142	142	4	1	1	2	134	102	114	103
Nay Pyi Taw	Lewe	60	267	6	5	35	23	60	100	60	####	261	261	100%	60	270	270	270	56	11	2	5	196	163	167	196
Yangon	Kawhmu	55	136	6	5	33	20	55	100	55	####	133	136	100%	55	190	190	190	35	4	1	12	138	119	123	120
<b>Total 27 tns</b>		<b>1211</b>	<b>5470</b>			<b>150</b>	<b>784</b>	<b>454</b>			<b>851</b>	<b>5310</b>	<b>5389</b>	<b>5266</b>		<b>1197</b>	<b>4832</b>	<b>3988</b>	<b>646</b>	<b>465</b>	<b>223</b>	<b>243</b>	<b>2972</b>	<b>2450</b>	<b>2293</b>	<b>2774</b>

**Table 2: Sectoral Distribution of sub-projects to end September**

	Physical		Cost		
	#	%	Total Cost/Sector	Avg. Cost/SP	%
<b>Transport</b>	1,357	53%	9,096,062,303	6,703,067	58%
<b>Water Supply &amp; Sanitation</b>	500	20%	2,381,802,800	4,763,606	15%
<b>Education</b>	350	14%	2,419,580,864	6,913,088	15%
<b>Electrification</b>	154	6%	1,159,912,090	7,531,897	7%
<b>Community Centre</b>	92	4%	217,182,246	2,360,677	1%
<b>Other Buildings</b>	39	2%	216,448,316	5,549,957	1%
<b>Other</b>	60	2%	310,862,496	5,181,042	2%
	2,552	100%	15,801,851,115	6,191,948	100%

Sectoral distribution : as for previous years, the transport sector continues to dominate, with 53% of sub-projects, followed by water supply and sanitation (20%) and education (14%). Electrification sub-projects have the highest average cost at MMK 7.5 million, and community centres the lowest at MMK 2.36 million.

## 2 Knowledge and Learning

	Progress during Quarter	Issues & Next Steps
	<i>Social Audits</i>	
	<ul style="list-style-type: none"> <li>ToF 3 training (for Social Audit) was completed by 20 July.</li> <li>By the end of this period, 2774 social audits had been completed in time for the Union MSR, representing 57 % of TPIC approved sub-projects. In order to accelerate social audits in time for MSR, several were conducted after 100% construction, rather than waiting for Final Inspection (PC 7), as per the OM. By the end of the period, very few township MSR reports were completed, so a fuller description of results will be given in the next quarter report.</li> </ul>	<ul style="list-style-type: none"> <li>Complete outstanding 35% of social audits before end December.</li> <li>The Social Audit training material and reporting package has been updated to be clearer and more efficient for this year. It is proposed to introduce a village level Social Audit summary form (score + lessons learned) into the MIS for Year 4, so that collective satisfaction rating from all villages can be aggregated even before the township MSR.</li> <li>Township Audit reports will be aggregated by the Union Communications Unit in the first quarter of 2017 into a single report.</li> </ul>
	<i>Multi-Stakeholder Reviews</i>	
	<p><u>Union level</u></p> <ul style="list-style-type: none"> <li>To accommodate significantly increased townships numbers in Y3, the UMSR was split into: 1) 2 x CF forums, Lower and Upper Myanmar (25 – 30 July) 2) TF forum (3-4 August) 3) Expert forum 4) UMSR (15/09). The UMSR was followed by a Finance Forum on 16/09, focusing on tax and fiscal issues.</li> </ul> <p><u>Township level</u></p> <ul style="list-style-type: none"> <li>18 out of 27 township MSR's were completed by the UMSR, and a further 3 were completed before end September.</li> </ul>	<p><u>Reports</u></p> <ul style="list-style-type: none"> <li>WB will finalize a summary report of the UMSR</li> <li>DRD recorded feedback/outputs coming from each forum leading up to the UMSR. A summary was presented by Kokhy at the MSR, and relevant feedback incorporated by DRD into the Operations Manual.</li> <li>Input for revision of the OM started already in June, coordinated by the UTA TL. Feedback was solicited from the Master Trainers, all TTA providers (via CF, TF and Expert's forums). The OM will be submitted to WB for NoLin October.</li> </ul>
	<i>Cross-Township Learning Exchange Visits</i>	
	<ul style="list-style-type: none"> <li>The Union Communication Unit coordinated cross-township exchange visits for selected committee members from selected VTs : 25 staff from each of 17 townships visited Social Audits of 8 older townships for 5 days from 1 – 10 July. (See below under Communications for details).</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing process of planning exchange visits for the CFs and TFs between townships during November, December.</li> </ul>

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	<i>Results Matrix Indicators</i>	
	<ul style="list-style-type: none"> <li>Table 4 below presents an incremental summary of RM benefit indicators to end September.</li> <li>CFA participation in Y2 was as follows:</li> </ul>	<ul style="list-style-type: none"> <li>Results for all 27 townships in Y3 show that participation (as judged from VDP meetings) range varies from 50% - 75%. This is line with NCDDP targets, and the quorum principle as stated in the OM.</li> </ul>

**Table 3 : Summary of Results Matrix Indicators to end September 2016**

1	Development Objective Indicators		Yr 1	Yr 2	Yr 3	Yr 4
			2013/4	2014/5	2015/6	2016/7
1.1	Direct project beneficiaries					
		By year	227,000 (3 tns)	669,570 (6 tns)	2,186,415 (18 tns)	2,185,600 (20 tns)
		Cumulative	227,000 (3 tns)	896,570 (9 tns)	3,082,986 (27 tns)	5,257,942 (47 tns)
1.2	% female beneficiaries			51%	51.5%	
1.3	# persons having access to and use of project-built infrastructure and services <sup>(1)</sup>		204,527	621,361	2,042,112	
1.4	% households in project villages participating in planning, decision-making, and implementation of sub-projects <sup>(2)</sup>		56%	58% <sup>(3)</sup>	65%	
1.5	% community members satisfied with the project		90%	78.8%	n.a	
1.6	CFA Participation					
		<ul style="list-style-type: none"> <li>Total CFA labour paid out (MMK)</li> <li>Total # of labour days provided</li> <li>CFA payments as % of BG</li> <li>% sub-projects with CFA as main source of labour</li> </ul>		<ul style="list-style-type: none"> <li>1.46 bn</li> <li>325,400</li> <li>15%</li> <li>70%</li> </ul>	<ul style="list-style-type: none"> <li>2.3 bn</li> <li>462,900</li> <li>14.6%</li> <li>96%</li> </ul>	
<b>2.</b>	<b>Intermediate Results Indicators</b>					
2.1	#Type of rural infrastructure built		357	1812	2552 <sup>(4)</sup>	
		Transport (roads, jetties, bridges)	126	743	1357	
		Education	118	434	350	
		Water and sanitation	69	415	500	
		Electrification	26	142	154	
		Community facilities <sup>(3)</sup>	15	49	92	
		Other	3	29	99	
2.2	% of sub-projects evaluated as high priority by communities		Not yet evaluated	Not yet evaluated	Not yet evaluated	
2.3	% of sub-projects evaluated independently meeting project operations manual technical and safeguard specifications		85%	93%		
2.4	# of Government officials using their new skills in project management, engineering, planning		48	115	234	
2.5	# of community members using their new skills in project planning, financial management, and procurement (6)		4731	19,160	84,748	
2.6	# of internal cross-township learning exchanges		2	4	4	
2.7	Annual Multi-Stakeholder Review conducted		1	1	1	
2.8	% grievances registered, related to delivery of project benefits, that are addressed		99%	98.5%	98%	
	A	Core	98%	98%	94%	
	B	Core supplement	99%	99%	99%	

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2.9	# grievances related to delivery of project benefits, that are addressed	318	1605	3100	
	A Core	n.a	119	143	
	B Core supplement	n.a	1486	2957	
2.10	% of annual significant financial audit findings addressed (misuse of funds, non-compliance with procedures)	100%	100%		

### 3 Procurement

	Progress During Quarter	Issues & Next Steps
	<p><b>Procurement Plan N° 7 (PP7)</b></p> <ul style="list-style-type: none"> <li>Implementation of PP7, (for which NoL received on June 15<sup>th</sup>), included: a) preparation of critical ITQs b) procurement items concerning the vehicles and equipment for the 20 new townships and the 15 regional offices were identified for later follow-up. C) selection of existing TTA providers for new 18 townships.</li> <li>Published EoI for tendering the two townships in Shan (Hsisaing) and Kachin state (Moegaung) in August, and evaluated RFPs end September,</li> <li>Confirmation of final list of 20 townships was given by GoM Cabinet late August, and GAD population figures obtained from DRD, as a basis to calculate procurement quantities.</li> </ul> <p><b>Procurement of TA Services</b></p> <ul style="list-style-type: none"> <li><i>Extension of contracts for Y2 TTA providers:</i> During this period DRD agreed to extend the contracts of TTA providers for 6 Year 2 townships by two months from 31/07/ to 30/09/2016. After this, DRD will hire a reduced TA team directly..</li> <li><i>National Consultants :</i> during this period procurement was completed for the following national experts: Communications, Gender, and Finance.</li> </ul>	<p><b>Procurement of goods for Yr4 :</b></p> <ul style="list-style-type: none"> <li>Status of critical procurement PP7 packages by end period are shown in Table 4 below.</li> <li><i>Services :</i> Complete evaluation, award and negotiation for the Shan (Moegaung) and Kachin (Hsisaing) townships to allow start-up training in early January.</li> <li>Finalise negotiations for extended contracts (18 townships) to allow first round of start-up training during last week of November. Ensure that CVs correctly respond to requirements. This also applies to NGOs when selecting CFs during December and January, especially ethnic facility with languages as required.</li> <li>Ensure that 6 townships whose TTA terminated end September have correct staff in place to continue TA. DRD to provide one year contracts.</li> <li>STEP online procurement system: As the Bank guidelines behind the STEP system had no relation with the procurement guidelines of 2011 which DRD has to follow, it was not introduced for NCDDP during this quarter, and unlikely in the future.</li> <li>Work on PP8 will commence after AWPB 2017/8 receives NoL,</li> <li><i>Fiduciary risk management:</i> discussions were held prior to and during ISM regarding the correct task demarcation between Procurement, Logistics (part of Procurement) and Finance Units regarding Asset Management. It was agreed that 1) Procurement is responsible for contracting the goods procurement, Logistics for recording delivery record keeping of numbers/condition of goods despatched, townships for maintenance of their own asset register, and Union Finance for financial transactions related to the assets. Consideration should be given to the formulation of a comprehensive Procurement Manual during Y4 which clarifies these roles.</li> </ul>

**Table 4 : Procurement Status for Key PP7 Packages at end September 2016**

A. Goods

PACKAGE N°	DESCRIPTION	UNITS	BUDGET (US\$)	STATUS
G 36	CRASH HELMETS for motorcycle users	3,425	137,000	P.O. issued. Ultimate delivery date 23.10.2016
G 37-37 BIS-86	SAFETY JACKETS	950	71,000	All safety jackets delivered to the townships
G 38	PC, LAPTOPs, PRINTERS and SCANNERS	various	357,700	4 bids opened. 4 requests for complimentary info
G 42	BOATS for PALETWA	2	40,000	Boats delivered
G 45	VEHICLES and MOTORCYCLES	295	1,895,000	Shipped to Myanmar. ETA mid October

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G 47	FURNITURE for RO and 20 NEW TOWNSHIPS	various	167,175	P.O. issued. Ultimate delivery date 23.10.2016
G 48	EQUIPMENT for RO and 20 NEW TOWNSHIPS	various	161,000	P.O. issued. Ultimate delivery date 05.11.2016
G 63 (ICB)	PC, LAPTOPS, SERVERS, HDD and UPS	various	559,000	SPN published 21.09.2016. Bid opening 26.10.2016
G 64 (DIRECT)	TABLETS	1,155	490,875	Negotiations in final stage
G 69	MOTORCYCLES	1,000	1,100,000	Negotiations in final stage
G 78	PRINTING of the OPERATIONS MANUAL	60,000	84,000	B.E.R. ready for Procurement Committee

B. Technical Assistance and Individual Consultants

SELECTION N°	DESCRIPTION	UNITS	BUDGET (US\$)	STATUS
C 4.10-4.17	UPSCALING of EXISTING TTA CONTRACTS	18 TSPs	21,600,000	Proposals due 03.10.2016. Negotiations 04-18.10.16
C 4.1-4.6	EXTENSION of EXISTING Y2 CONTRACTS	6 TSPs	1,859,862	Finished. All contracts end 30.09.2016
various	EXTENSION of EXISTING IC CONTRACTS	various	305,782	In process – in function of contract expiry dates
C 4.18	TTA for KACHIN	1 TSP	1,200,000	Opening of technical proposals 27.09.2016
C 4.19	TTA for SHAN	1 TSP	1,200,000	Opening of technical proposals 27.09.2016
C 57-61	LOCAL FINANCE ASSISTANTS etc.	12 IC	295,800	EOI closed 11.08.2016
C 65-66	TRAINERS and ASSISTANT TRAINERS	18 IC	504,000	EOI closed 19.08.2016
C 70	WEBSITE DESIGNER	1 firm	120,000	EOI closed 19.08.2016
C 71	NATIONAL PROJECT ACCOUNTANT	1 IC	84,000	EOI closed 19.08.2016
C 72	NEW ACCOUNTING SOFTWARE	1 firm	100,000	TOR and REOI ready for Bank NOL
C 73	EXTERNAL AUDITOR for ITALIAN CONTRIB.	1 firm	50,000	TOR forwarded 15.08.2016

**Table 5: Expected Completion Status of Contract Negotiation/ Team Mobilization with TTA in Yr 4**

No	State/ Region	Town ships	Volume	TTA	Expected Contract Signing Date	Expected Team Mobilization Date
			(1 TTA team includes 5KEs + 1 NPA+ 1 ICDDE per Cluster)			
1	Kachin	Moegaung	1 Team	RI (Warded)	End Nov.	1 <sup>st</sup> / 2 <sup>nd</sup> Dec.
2	Kaya	Hparsaung	1 Team	MGRI/PDO/FCG	02 Nov.	21 Nov.
3	Bawlakhe					
4	Loikaw	1 Team				
5	Shartaw					
6	Maisae					
7	Chin	Matupi	1 Team	Cardno Myanmar	3 <sup>rd</sup> Nov.	1 <sup>st</sup> / 2 <sup>nd</sup> Dec.
8	Magwe	Saw	1 Team			
9	Hteelin	1 Team				
10	Pauk	1 Team				

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11	Yangon	Kunchankone	1 Team	NAG	15 Nov.	21 Nov.
12	Kyauktan	1 Team				
13	Bago	Pantaung	1 Team	Mercy Corps	End Nov.	1 <sup>st</sup> / 2 <sup>nd</sup> Dec.
14	Mandalay	Pyawbwe	1 Team	NAG	15 Nov.	21 Nov.
15	Nahtogyi	1 Team	PKW	02 Nov.	21 Nov.	
16	Yamethin	1 Team	NAG	15 Nov.	21 Nov.	
17	Naypyitaw	Pyinmana	1 Team	PKW	02 Nov.	21 Nov.
18	Mon	Paung	1 Team	VNG International	End Nov.	1 <sup>st</sup> / 2 <sup>nd</sup> Dec.
19	Shan	Hsesi	1 Team	TTA not awarding.	Mid Dec	Third/ end Dec.
20	Ayeyarwaddy	Ngaputaw	1 Team	Mercy Corps	End Nov.	1 <sup>st</sup> / 2 <sup>nd</sup> Dec.
			17 Teams			

## 4 Grievance Handling

Issues and Activities		Comments / Next Steps
1	<ul style="list-style-type: none"> <li>Of 2,136 grievances received in the third quarter, 98 (4.6%) were “core” grievances (code violation, misuse of funds etc.). Of these 94% had been resolved by 30/09/16. (Table 5).</li> <li>Since January 2014, the cumulative number of grievances to end September 2016 is 5,024, of which 4,992 (99%) have been resolved (Table 4).</li> <li>Grievances increased by 42% in the third quarter with 16% at the union level, 12% at Kawhmu Township and 9% each at Lewe and Nyaung U Townships.</li> <li>The replacement of UTA expert was made during the quarter on 4 August 2016.</li> </ul>	<ul style="list-style-type: none"> <li>With additional project townships for the new cycle, it is being planned to add two more staff (preferably at a senior level) to the union grievance team.</li> <li>It is also being considered for the workload of grievance focal in some township where they are also covering the communication and gender related activities.</li> <li>Documentation to be improved on the grievance responses especially for the core ones.</li> <li>The issue of a land donation in a village at Kawhmu was still being addressed by the end of this period. It was visited by WB</li> </ul>
2	<ul style="list-style-type: none"> <li>Training plan on GHM was produced in collaboration with Training Team.</li> <li>Updated materials, grievance handbook, brochure and phone number sticker are under process for printing and distribution for all townships including the next cycle ones in collaboration with the Communication Team.</li> </ul>	<ul style="list-style-type: none"> <li>Training on GHM for new townships to be conducted in collaboration with Training Team.</li> </ul>
3	<ul style="list-style-type: none"> <li>Efforts made for regular update of grievance data in the MIS continued both at township and union levels. There is still a challenge in timely and consistent entry and update by grievance focal.</li> </ul>	<ul style="list-style-type: none"> <li>To continue working on improvement in timely updates with consistent data.</li> </ul>
4	<ul style="list-style-type: none"> <li>Submitted 2016 2nd quarterly report (April – June).</li> </ul>	<ul style="list-style-type: none"> <li>Prepare and submit 2016 3<sup>rd</sup> quarterly report (Jul – September)</li> </ul>

**Table 6: Quarterly Grievance Received and Resolved (July – Sept 2016)**

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Township	Total Grievances received	Total Grievances Resolved	(%)
Kanpetlet	30	30	100%
Kyunsu	20	20	100%
Namhsan	20	15	75%
Laymyethna	21	21	100%
Sidoktaya	76	76	100%
Ann	7	7	100%
Htantabin	35	35	100%
Tatkone	5	5	100%
Pinlebu	50	50	100%
Kawhmu	247	247	100%
Paletwa	-	-	-
Tanintharyi	2	2	100%
Myaung	127	127	100%
Banmauk	140	139	99%
Thabaung	85	85	100%
Kyangin	78	78	100%
Mindon	-	-	-
Lewe	189	189	100%
Ngazun	23	23	100%
Nyaung U	190	190	100%
Monyo	17	17	100%
Chaungzon	44	44	100%
Belin	80	80	100%
Hpruso	53	53	100%
Demawso	65	65	100%
Kyainseikkyi	87	87	100%
Kyaukkyi	95	95	100%
Union	350	335	98%
<b>Quarterly Total</b>	<b>2,136</b>	<b>2,115</b>	<b>99%</b>

Table 7: Cumulative grievance received and resolved ( Jul 2014 – Sep 2016)

Township	Previous Grievances	Grievances received during the Quarter	Total Grievances received	Total Grievances Resolved	(%)	Remark
Kanpetlet	514	30	544	544	100%	
Kyunsu	180	20	200	200	100%	
Namhsan	230	20	250	245	98%	5 cases to be followed up (unsecured area)
Laymyethna	232	21	253	253	100%	
Sidoktaya	248	76	324	324	100%	
Ann	175	7	182	182	100%	
Htantabin	97	35	132	132	100%	
Takone	229	5	234	234	100%	
Pinlebu	266	50	316	316	100%	

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Kawhmu	6	247	247	244	99%	3 cases to be followed up
Paletwa	4	-	4	4	100%	
Tanintharyi	1	2	3	3	100%	
Myaung	92	127	219	219	100%	
Banmauk	20	140	160	159	100%	1 case to be followed up
Thabaung	14	85	99	99	100%	
Kyangin	-	78	78	78	100%	
Mindon	10	0	10	10	100%	
Lewe	9	189	198	194	98%	4 cases to be followed up
Ngazun	4	23	27	27	100%	
Nyaung U	2	190	192	192	100%	
Monyo	14	17	31	31	100%	
Chaungzon	60	44	104	104	100%	
Belin	62	80	142	142	100%	
Hpruso	9	53	62	62	100%	
Demawso	9	65	74	74	100%	
Kyainseikkyi	-	87	87	87	100%	
Kyaukkyi	58	95	153	153	100%	
Union	349	350	699	680	97%	19 cases to be followed up
<b>Cumulative Total</b>	<b>2,894</b>	<b>2,136</b>	<b>5,024</b>	<b>4,992</b>	<b>99%</b>	<b>32 cases to be followed up</b>



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**Table 8 : Grievances received and resolved by category and township (Jul-Sep 2016)**

Township	CORE							CORE SUPPLEMENT						
	# All Types	Violation of Project Policies & Procedures	Violation of Contract	Misuse of Funds	Improper Intervention	# Core	% Core	General enquiry about policies & procedures	Force Majeure	Suggestion/demand	Appreciation	Other	# Core Supp.	% Core Supp.
Kanpetlet	30	1	-	1	-	2	7%	13	-	6	9	-	28	93%
Kyunsu	20	-	3	-	-	3	15%	-	-	9	7	1	17	85%
Namhsan	20	7	1	-	-	8	40%	3	-	7	2	-	12	60%
Laymyethna	21	-	-	-	-	-	0%	-	-	6	15	-	21	100%
Sidoktaya	76	1	-	-	-	1	1%	3	-	23	27	22	75	99%
Ann	7	-	-	-	-	-	0%	3	-	1	3	-	7	100%
Htantabin	35	-	-	-	-	-	0%	2	-	15	18	-	35	100%
Takone	5	-	-	1	-	1	20%	-	1	3	-	-	4	80%
Pinlebu	50	-	-	-	-	-	0%	8	-	18	24	-	50	100%
Kawhmu	247	6	-	-	-	6	2%	5	1	84	151	-	241	98%
Paletwa	-	-	-	-	-	nil	-	-	-	-	-	-	nil	-
Tanintharyi	2	1	-	-	-	1	50%	-	-	1	-	-	1	50%
Myaung	127	-	-	-	-	-	0%	5	-	61	61	-	127	100%
Banmauk	140	-	-	-	-	-	0%	22	5	67	46	-	140	100%
Thabaung	85	5	-	1	-	6	7%	2	1	47	29	-	79	93%
Kyangin	78	-	2	-	-	2	3%	10	1	65	-	-	76	97%
Mindon	-	-	-	-	-	nil	-	-	-	-	-	-	nil	-
Lewe	189	21	-	8	5	34	18%	6	5	84	57	3	155	82%
Ngazun	23	-	-	-	-	-	0%	4	-	9	10	-	23	100%
Nyaung U	190	19	-	-	-	19	10%	-	-	31	140	-	171	90%
Monyo	17	-	-	-	-	-	0%	-	-	11	5	1	17	100%
Chaungzon	44	-	-	-	-	-	0%	-	-	30	14	-	44	100%
Belin	80	3	-	-	-	3	4%	-	-	37	38	2	77	96%
Hpruso	53	-	-	-	-	-	0%	9	1	33	10	-	53	100%
Demoso	65	-	-	1	1	2	3%	-	-	37	26	-	63	97%
Kyainseikkyi	87	-	-	1	1	2	2%	10	4	39	29	3	85	98%
Kyaukkyi	95	2	-	-	-	2	2%	4	1	9	78	1	93	98%
Union	350	3	-	-	3	6	2%	11	1	236	71	25	344	98%
<b>Quarterly Total</b>	<b>2,136</b>	<b>69</b>	<b>6</b>	<b>13</b>	<b>10</b>	<b>98</b>	<b>100%</b>	<b>120</b>	<b>21</b>	<b>969</b>	<b>870</b>	<b>58</b>	<b>2,038</b>	<b>100%</b>
<b>Total Resolved</b>	<b>2,115</b>	<b>63</b>	<b>6</b>	<b>13</b>	<b>10</b>	<b>92</b>	<b>94%</b>	<b>119</b>	<b>21</b>	<b>965</b>	<b>870</b>	<b>48</b>	<b>2,023</b>	<b>99%</b>

## 5 Finance

Activities During Quarter	Comments and Next Steps
<i>Activities this quarter</i>	<i>Activities next quarter</i>
<p><b><u>Budgets</u></b></p> <ul style="list-style-type: none"> <li>• AWPB for 2016/17 needed to be revised following budget reductions by the Government. The AWPB was reduced from original plan of MMK 125 billion to MMK 98 billion. This is still in excess of Government approved budget for NCDD of MMK 83 billion.</li> <li>• A supplementary budget is being submitted to MOP&amp;F to bridge the budget gap.</li> <li>• Work started on preparing the 2017/18 budget. All Departments were sent instructions to prepare departmental budgets.</li> </ul>	<ul style="list-style-type: none"> <li>• Finalize departmental budgets based on department requests and likely government approvals.</li> <li>• World Bank has requested updating projections for the remaining years of the project taking into account all sources of finance.</li> <li>• DRD to hold meeting to examine how to achieve improved ratio of Block Grant to other components (November), bearing in mind a minimum target of 65%.</li> </ul>
<p><b><u>Financial Audit</u></b></p> <ul style="list-style-type: none"> <li>• The Office of Auditor General conducted the annual financial audit and a report in Myanmar language was submitted</li> <li>• The findings of the financial audit was discussed at the finance forum where all 27 township finance officers participated.</li> </ul>	<ul style="list-style-type: none"> <li>• Translation of the audit report is underway. Further training of finance officers to be conducted based on audit recommendations</li> </ul>
<p><b><u>Capacity Building and staffing</u></b></p> <ul style="list-style-type: none"> <li>• Union finance unit recruited around 12 new DRD staff.</li> <li>• 3 national consultants joined as finance assistants.</li> <li>• National advertising was carried out twice to recruit a senior accountant (qualified CPA) but failed to attract any candidates.</li> </ul>	<ul style="list-style-type: none"> <li>• The UTA Finance Expert is expected to terminate his assignment end December 2016. It is important that he provides Intensive training to the national consultants in all key procedures for WB Loan administration, and clear assignment of tasks are agreed with the Finance Director before his departure.</li> <li>• Training of new DRD finance staff need to be carried out as most of them are very inexperienced.</li> <li>• World Bank NOL is being sought to approach international audit firms based in Myanmar to recruit a senior accountant.</li> <li>• 2 national consultants are identified and will join as Senior Finance Assistant and Finance Assistant</li> </ul>
<p><b><u>Interim Financial report</u></b></p> <ul style="list-style-type: none"> <li>• Work started during September</li> </ul>	<ul style="list-style-type: none"> <li>• Submit IFR by end October (see below Table 9)</li> </ul>
<p><b><u>Social Audit, MSR and Finance Forum</u></b></p> <ul style="list-style-type: none"> <li>• Social Audit and MSRs were completed for all 27 townships</li> <li>• Union MSR was followed by a Finance Forum, where discussions were conducted on major issues arising from MSR. Participants included Ministry of Finance and Office of AuditorGeneral.</li> </ul>	<ul style="list-style-type: none"> <li>• Future training to incorporate audit and tax issues that arose and discussed during Finance Forum.</li> </ul>
<p><b><u>Payments to Township TAs</u></b></p> <ul style="list-style-type: none"> <li>• TTA contracts for the old 6 townships were completed at the end of 30 September. Backlog of invoices are being cleared. The balance out standing as at 30 September is \$ 1 million and MMK 490 million</li> <li>• The second lump sum payment of 15 % on new township contracts were paid for 4 contracts (Mercy Corps, MGRI, PKW and NAG).</li> </ul>	<ul style="list-style-type: none"> <li>• Clear all old contracts in the quarter.</li> <li>• Follow up with Cardno and VNG to clear the second lump sum payment on new contracts (Invoices are still to be submitted for 4 other contracts (Cardno, 3 contracts and VNG)</li> </ul>

Activities During Quarter	Comments and Next Steps
<p><b><u>Accounting systems</u></b></p> <ul style="list-style-type: none"> <li>As the current system may not be able to cope with an increasing volume of transactions, World Bank NOL was received for procurement of a firm to install a new system and train staff.</li> <li>Procurement is underway and expected to be completed soon</li> </ul>	<ul style="list-style-type: none"> <li>Design and installing of the system should be completed by end of next quarter.</li> <li>Parallel running is planned for the 4<sup>th</sup> quarter</li> </ul>
<p><b><u>Italian Soft Loan</u></b></p> <ul style="list-style-type: none"> <li>Italian soft Loan was signed and documentation finalized to request first tranche of EURO 6.6 million</li> </ul>	<ul style="list-style-type: none"> <li>Withdrawal of first tranche.</li> </ul>

## 6 Training

Activities During Quarter	Issues and Next Steps
<p><u>Training activities this quarter</u></p> <p>A. <i>Union level</i></p> <ul style="list-style-type: none"> <li>Advanced TOT given to Union trainers at the end of September, to improve and standardize training skills tailored to NCDDP</li> <li>iTOT3 was delivered with the International Infrastructure consultant.</li> <li>Finance Refresher Training delivered with help of the Finance Expert.</li> <li>TOT3 was delivered successfully to the pool of CDD Trainers,</li> </ul> <p><i>Township level</i></p> <ul style="list-style-type: none"> <li>TOF3/TTF3 given to remaining 15 out of 27 townships</li> </ul> <p>B. <i>Community level</i></p> <ul style="list-style-type: none"> <li>Delivery of Conflict Sensitivity Training for 9 townships was coordinated with CDA.</li> <li>Remainder of CMT Trainings delivered in 27 townships, organized by TTA facilitators as needed</li> </ul> <p>C. <u>Training management and materials development</u></p> <ul style="list-style-type: none"> <li>Revised and updated materials for TOF3, DRD Management Training, Start-Up Training, TOT1, and TOF1, in line with any changes brought to the OM</li> <li>The Training Plan continually coordinated with both union units and township teams, and updated and distributed regularly</li> <li>Worked on revision of VDP Guide was presented for consideration by DRD and WB for the 2016-17 project cycle.</li> <li>The Training Plan continually coordinated with both union units and township teams, and updated and distributed regularly</li> <li>Full training team finally recruited in September.</li> </ul>	<p><u>Training activities next quarter</u></p> <ul style="list-style-type: none"> <li>A Training Plan for next six months is in Annex 1</li> <li>Management Training: 18 new townships and regional offices in 2 groups (dates)</li> <li>Start-up training: 18 new townships DRD and TTA staff in two groups (a) First group b) second group</li> <li>TTA KE and DRD counterpart attendance and participation in trainings is often weak</li> <li>TOF3 Refresher in almost half the old townships were able to benefit from the new edition of training materials.</li> <li>TOT3 was delivered successfully to the pool of CDD Trainers, the first TOT where the preparation process was done up to standard, mainly because the procurement of the external consultants (who produced the first draft materials) was done on time.</li> </ul> <p><u>Training management and materials development</u></p> <ul style="list-style-type: none"> <li>Complete revision of ToF 1 materials, including VDP Guide, based on new Operations Manual (NoL version and distribute (October).</li> <li>Ensure Start-Up material (general and parallel sessions) plans</li> <li>Timely and effective translation of training materials has been greatly improved with the presence of a dedicated Training Unit translator/ interpreter.</li> <li>The full Training Team as requested many months earlier was finally recruited by end September, enabling the Start-Up training to be delivered as planned, i.e. including ToT for TTA TL and KEs to deliver the new training cascading system in Y4. However, the following issues still remain:             <ol style="list-style-type: none"> <li>lack of clarity regarding roles and responsibilities of DRD staff, and relationships between the DRD staff and the consultants.</li> <li>A designated person in Infrastructure Unit to be responsible for training to work with the Training team (All other units have a designated person).</li> <li>absence of senior level DRD counterpart officer to communicate and coordinate the needs and vision of the Training Unit to NCDDP management.</li> <li>Lack of a dedicated training venue to enable the servicing of trainings at all times, with the environment conducive for conducting those trainings.</li> </ol> </li> </ul>

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**Table 9 : Statement of Sources and Uses of Funds for Quarter Ended 30/09/2106**

	Actual			Budget		Variance		PAD	
	Current Quarter	Year to date	Cumulative to date	Current Quarter	Year to date	Current Quarter	Year to date	Kyat @ ?? (000's)	USD (000's)
Receipts									
Funds Received from Government	-	(22,787)	79,934,213					-	-
Funds Received from IDA Grant								69,760,000	80,000
- DA - A A/c for Block Grants	-	700,000,000	29,318,831,475						
- DA - B A/c for Other Components	4,905,284,712	4,905,284,712	16,771,100,172						
- DA - C A/c for Other Components	-	591,245,085	2,463,509,085						
- Direct Payments by IDA Grant	4,393,806,389	4,915,753,325	12,217,287,505						
Funds Received from IDA Credit								409,600,000	400,000
- DA - D A/c for Block Grants	420,000,000	420,000,000	18,980,000,000						
- DA - E A/c for Other Components	-	-	5,483,365,878						
- DA - F A/c for Other Components	-	-	1,459,200,000						
- Direct Payments by IDA Credit	10,878,782	289,680,173	527,968,990						
Funds Received from Italian Aid								-	-
Total Receipts	9,729,969,882	11,821,940,508	87,301,197,317	-	-	-	-	479,360,000	480,000
Expenditure by Project Component									
Com 1: Community Block Grants	859,937,200	14,219,706,283	47,625,986,234	-	13,040,000,000	(859,937,200)	(1,179,706,283)	313,396,800	313,800
Com 2: Facilitation & Capacity	3,041,049,665	5,726,371,184	14,124,410,366	4,555,517,383	12,401,350,297	1,514,467,718	6,674,979,113	103,313,600	103,000
Com 3: Knowledge & Learning	400,464,650	316,062,602	1,061,029,764	392,275,605	392,275,605	(8,189,045)	76,213,003	10,171,200	10,200
Com 4: Implementation Support	2,971,172,423	4,589,178,505	11,535,400,390	5,160,613,179	9,523,453,179	2,189,440,755	4,934,274,673	52,478,400	53,000
Com 5: Contingency Emergency Response									
Total Payments	7,272,623,938	24,851,318,574	74,346,826,754	10,108,406,166	35,357,079,080	2,835,782,229	10,505,760,506	479,360,000	480,000
Excess/(deficit) receipts over payments	2,457,345,945	(13,029,378,066)	12,954,370,564					-	-

## 7 Communications

	Activities During Quarter	Issues and Next Steps
<i>Activities this quarter</i>		
	<ul style="list-style-type: none"> <li>• Participate in two CFs forums, TF forum and Key Expert forum</li> <li>• Publish booklets of Union MSR</li> <li>• Participate in township MSR and Union MSR</li> <li>• Participate in socialization workshop</li> <li>• Exchange visit for the village committee members between townships as follows:                             <ul style="list-style-type: none"> <li>○ Mindon to Ann (1-7-2016 to 5-7-2016)</li> <li>○ Sidtoktaya to Ann (1-7-2016 to 5-7-2016)</li> <li>○ Ann to Sidtoktaya (6-7-2016 to 10-7-2016)</li> <li>○ Pinlebu to Tatkone (6-7-2016 to 10-7-2016)</li> </ul> </li> <li>Program was as follows:                             <ul style="list-style-type: none"> <li>Day (1) Travel to Township</li> <li>Day (2) Pre-discussion at DRD Office and meeting with TPIC</li> <li>Day (3) Visiting to the selected Villages</li> <li>Day (4) Visiting to the selected Villages</li> <li>Day (5) Departing from the Township</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• To participate in socialization workshop</li> <li>• Coordinating exchange visit for the village committee members between remaining townships</li> <li>• Ongoing process of planning and implementing exchange visits for the CFs and TFs between townships</li> <li>• Two staff attend advanced TOT</li> <li>• To participate in township MSR for remaining townships</li> <li>• To publish samples of translated documents and send them to the relevant townships to verify or confirm if it is appropriate with CDD documents</li> <li>• To conduct an information campaign for parliament committees</li> <li>• Contribute to Management Training (2 groups, October/November)</li> <li>• Contribute to start-up training</li> </ul>

## 8 Gender and Social Inclusion

	Activities During Quarter	Issues and Next Steps
	<ul style="list-style-type: none"> <li>• Conducted gender quarterly meeting for 2 days with gender focal from 27 townships including TTA and DRD counterparts. Total 49 participants (26 Male and 23 Female) attended the quarterly meeting (July). Five townships (Laymyetnar, Sidoktaya, Pinlebu, Tatkone, Htantabin) presented the condition of women leadership; women participation and equal pay for equal work. Based on their township findings, all participants discussed and reflected with their townships findings and experiences in the group work, resulting in :                             <ul style="list-style-type: none"> <li>○ Set of gender monitoring indicators and guidelines.</li> <li>○ 27 township action plans.</li> </ul> </li> <li>• Discussion of “Participation and Gender” theme in Technical Expert forum in the union level and “Gender in CDD” topic in the Community Facilitators Forum.</li> <li>• Exhibited gender corner with the theme “towards gender equality” in Union MSR. This included :                             <ul style="list-style-type: none"> <li>○ A photos exhibition of gender activities in all 27 townships was presented</li> <li>○ Change stories of participation/inclusion by women and vulnerable groups, especially disabled persons from five townships (Laymyetnar, Namhsan, Kyunsu, Demoso, Bilin).</li> <li>○ Four case studies of women leaderships (Demoso, Htantabin, Pinlebu, Moeny)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <i>ToR and contract for a new International Consultant</i> must be finalised in next quarter, with mobilisation latest by January 2017.</li> <li>• <i>Pilot testing gender datacollectionform</i> for CFs, with active participation of DRD. A monthly report format will be developed that avoids duplication of existing MIS data and CF reporting. Feedback and results to be discussed at next quarterly meeting (19/20 December).</li> <li>• <i>Gender monitoring indicators for assessment of social impact:</i> a) Follow up plan for social impact data analysis with M&amp;E and International Gender Consultant and discuss b) develop Guidelines for collecting of indicators for CF level. c) 27 townships will conduct field visits to the selected villages in their respective townships and will conduct interview and focus group discussion in the next quarter.</li> <li>• <i>Provide discussion session on gender awareness</i> for CFs in 21 townships TA/DRD.</li> <li>• <i>Develop Monitoring Guideline for union DRD</i> gender team, and conduct monitoring to 7 townships</li> <li>• <i>Conduct gender workshop</i> at next gender quarterly meeting will be conducted in December at the union level</li> <li>• Conflict specific gender issues would be discussed with CSOs, INGOs, LINGOs who work on conflict issues to have lesson learn and to apply in the CDD project.</li> <li>• Networking with Department of Social Welfare would be strengthening at the union level</li> </ul> <p><b>Issues</b></p>

<ul style="list-style-type: none"> <li>○ Three women leaders from two villages (Ahlonegyi village &amp; Kunchankone village) from Laymyetnar personally presented their sub-project implementation and change story as a woman leader in their community.</li> <li>• Participated in various township meetings including :             <ul style="list-style-type: none"> <li>○ the Kyunsu township MSR.</li> <li>○ Loikaw and Shadaw socialization workshop at Loikaw township. Participants raised questions related to womens safety in terms of travel and sexual harassment, inclusion of IDP in the project, women's capacity development for leadership within the project.</li> <li>○ World Bank mission ISM 11 to Hpruso and Demoso township.</li> </ul> </li> <li>• Conducted 3 monitoring trips to Tatkone, Laymyatnar and Htatabin townships. Focus group discussion was conducted with village committees in all three townships. Meeting was conducted with CFs in order to know their needs and capacity training for the gender perspective .</li> <li>• Collected data by using gender monitoring indicators at all 27 township.</li> <li>• Developed 2017-2018 budgets for gender portion.</li> <li>• Updated TOF1 guide and operational manual for gender and social inclusion part.</li> <li>• TOR for union gender team members have been developed, and responsibility for specific townships allocated to each one.</li> <li>• A documentation and reporting system has been developed by the Union gender team.</li> <li>• Union DRD gender team received hands-on training from the national gender consultant</li> </ul>	<ul style="list-style-type: none"> <li>• <i>The analysis of data for gender monitoring indicators</i> requires follow up. M &amp; E / MIS Unit have offered to assist.</li> <li>• <i>Conflict specific gender issues</i> should be required discussion in future workshops and quarterly meetings.</li> <li>• Sharing and lesson learnt from one community to another community should be better utilized within CDD project. By presenting in the union level, the policy makers became more aware of the importance of women participation and mainstreaming of gender in the project.</li> <li>• Although all sub-projects using CFA followed the requirement of equal pay for equal work at local market rates, some contractors are still not following this code of conduct. All the townships have correctly respected the rule not to use child labour in sub-project implementation.</li> <li>• In order to promote livelihood skills especially for women, all the townships TA/DRD suggested that there should be a link for skills training, which is conducted by DRD in the township level.</li> </ul> <p><b>Capacity Development</b></p> <ul style="list-style-type: none"> <li>• <i>Union :Capacity of UDRD gender team</i> needs continual development.</li> <li>• <i>Township :a)</i> Most CFs have not received proper gender training from their TA/DRD gender focal, who only provide ad-hoc gender training session 2-3 hours. Union team needs to provide a clearer curriculum for CF gender training, and a budget for separate gender training for CFs and village level must be addressed by township. Due to high staff turnover in Kyunsu, new staff have not yet received gender training. b) TTA/DRD still need capacity development including gender refresher training, how to conduct change stories and FGD to collect data.</li> <li>• <i>Community: a) Women leadership</i> is only around 25% in most the townships, due to the lack of capacity and skills. Cross-visits among women leaders and women-lead sub-projects should also be used to promote women leadership. b) Although <i>womens' participation</i> in the project is more than 50% due to OM mandate, access to meeting and training for women is still limited because of transportation difficulties, low level of education, no confidence to discuss in some townships. This needs strengthening by conducting meetings and training in appropriate locations and times for women. c) Gender awareness should be increased among committee members in order to improve gender understanding and respect for women suggestions and decisions.</li> </ul>
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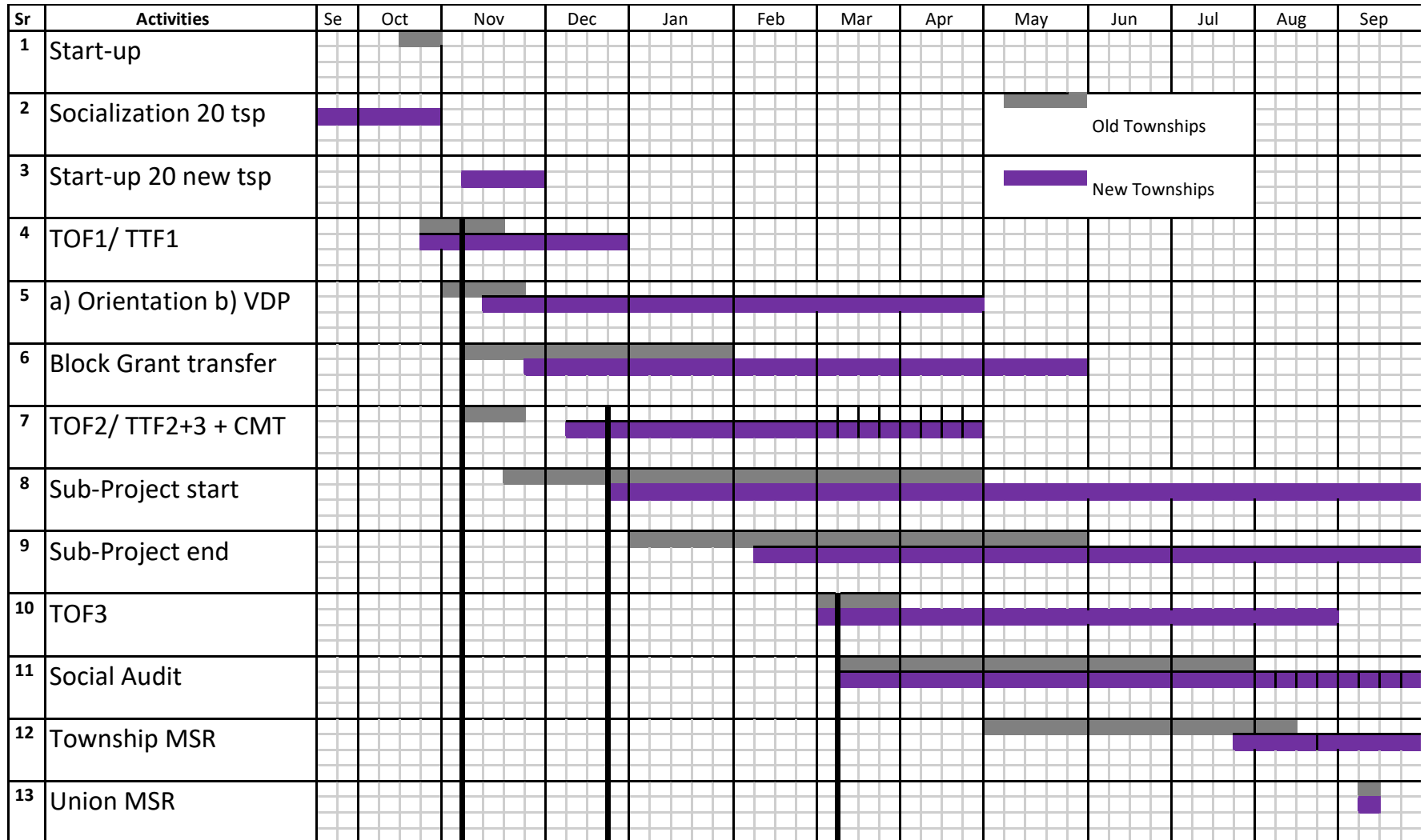
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Activities During Quarter	Issues and Next Steps
<ul style="list-style-type: none"> <li>Started updating of Chapter 3 forms for Y4</li> <li>Completed GIS interface and data content for 9 townships, except for 20% of Yr 2 photos</li> <li>Weekly monitoring of progress for 27 townships through PC 8</li> </ul> <p><u>Training</u></p> <ul style="list-style-type: none"> <li>Hands on workshop for 27 townships to finalise GIS coordinates and catch up with form uploading (6-9/09).</li> </ul> <p><u>Reporting</u></p> <ul style="list-style-type: none"> <li>Submission of second Annual Report (July)</li> <li>Revision of second Annual Report (August)</li> <li>Prepared data for MSR and ISM presentations for Kokhy.</li> </ul>	<ul style="list-style-type: none"> <li>Finalise Chapter 3 forms for Y4 Operations Manual. (October)</li> <li>Prepare MIS for Y4 : a) update PC and tablet software to match Y4 forms b) prepare village codes and meta data for 20 new townships (mid December)</li> <li>Finalise GIS interface for 27 townships (mid November)</li> <li>Add 20 new townships to GIS interface</li> <li>Complete collection of missing Y2 “after” photos</li> <li>Complete data collection for Y3 MIS (end December).</li> <li>Distribute township M &amp; E computers and tablets</li> <li>GAD population figures should be finalised by end November. (# VTs and villages, VT populations) figures for VT and Population of</li> </ul> <p><u>Training</u></p> <ul style="list-style-type: none"> <li>Training of Regional Office staff (DRD heads + M &amp; E) in reporting (how to aggregate township quarterly reports) and M &amp; E duties.</li> <li>Conducting M &amp; E / MIS parallel sessions in start-up training.</li> </ul>

## 10 Management and Supervision

Issues and Activities	Comments and Next Steps
<ul style="list-style-type: none"> <li>A quarterly meeting for all 27 townships was held on 23/07/2016 in DRD office NPT.</li> <li>AWPB 2017/8 was updated in time for DRD to submit for MoF, As concerns were raised by DRD regarding the ratio of BG to other components, the Finance Expert had to reconfigure the AWPB and project different 3 year scenarios,.Therefore the budget was not ready for submission to WB for NoL by end of the period.</li> <li>The 11th ISM took place from 26 Sept. – 7th Oct.For the field visits, the WB team split into 2 groups to: 1) to Demoso, Hpruso, and Loikawled by Mr Nik Myint and 2) to Bilin and Chaungzontns (led by Mr Ingo Wiederhofer). Wrap up took place in NPT on 5-7 October.</li> <li>Socialisation visits carried out to 5 of 20 new townships in September.</li> </ul> <p><u>Staffing</u></p> <ul style="list-style-type: none"> <li>Union :The UTA TL, Mr Chris Blears, resigned in July. Agriconsulting proposed replacements, but none were acceptable to DRD by the end of this period. Meanwhile, Mr Leckie performed some duties as acting TL.</li> <li>During this period 3 new staff were taken on in the Union Secretariat, 2 interpreters and 2 new translators. (See Annex 2)</li> <li>Region State Offices : DRD staff for the 15 state/region offices were appointed and installed during this period in existing regional office premises.</li> <li>Townships :this period saw changes in TTA (both KEs and TFs) in 7 townships.. However, by end of period, replacements had been made, with all 5 TTA positions filled.</li> </ul>	<ul style="list-style-type: none"> <li>ISM : The 12th ISM is planned will be fielded end January 2007. Aide Memoire from ISM 11</li> <li>An update of previous “Next Actions” is given in Table 11 below.</li> <li>Staffing of regional offices. Procurement (formulation of ToR and publication of advertisements) of national consultant positions for 15 regional offices (Infrastructure, Gender/Social Accountability, M &amp; E / MIS, IT) should be initiated before the end of the next quarter.</li> <li>Key milestones over the next six months are summarised in Table 12 below.</li> <li>The next quarterly meeting is planned for 30/06 – 02/07/2106.</li> <li>AWPB : work will continue on finalising the AWPB for NoL. This will be completed by the Finance Expert, who will terminate his assignment by end December.</li> </ul> <p><u>Staffing</u></p> <ul style="list-style-type: none"> <li>TTA for six townships where contracts were terminated end September : TTA staff in fthese townships except Htantabin, will leave the project by end of September, but all CF/TFs were willing to continue their assignment under DRD. Replacement of the vacant consultant positions will be done by end October. DRD will recruit qualified persons for team leader and finance position using the same qualifications and main tasks as in TOR for TTA, with minor modifications. Remaining positions will be replaced with either junior TAs or KE recruitment. The consultants and CF/TF will be recruited under a one-year assignment This township level team will be supervised in technical management by national program advisors (3 full time NPAs are already in PP7 line) and ICDDE (already in PP7) with collaboration of TDRD. Discussions have already taken place regarding expectations and potential issues.</li> <li>NoL will be sought for the above.</li> </ul>

**Figure 1 :Workplan October 2016 – to September 2017**





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**Table 10: Key Milestones to end December 2016**

	SUB-PROJECTS			SOCIAL AUDITS			TOWNSHIP MSR		
	Start (First)	Start (Last)	Completion	Start (First)	Start (Last)	Completion	Union Visitor	Plan	Actual
Expert Forum	3/4-Sep-2016								
Union (L)	15-Sep-2016								
CF Forum (1)	25/26-Jul-2016								
CF Forum (2)		29/30-Jul-2016							
TF Forum (3)	3/4-Aug-2016								
<b>Last Y1 Townships date</b>									
Kanpetlet	15-Jul-2016	1-Oct-2016	31-Oct-2016	13-May-2016	1-Nov-2016	1-Nov-2016	U KSWA	17-Aug-2016	17-Aug-2016
Namhsan	6-Apr-2016	15.Sep.2016	15.Nov.2016	3-Jun-2016	16-Nov-2016	20-11-2016	M.Mee	18-Aug-2016	23-Nov-2016
Kyunsu	1-Mar-2016	15-May-2016	31-Aug-2016	5-May-2016	5-Jun-2016	1-Sep-2016	KoKhy	14-Aug-2016	14-Aug-2016
<b>Last Y2 Townships date</b>									
Ann	27-Mar-2016	22-Jun-2016	25-Sep-2016	20-Jun-2016	30-Sep-2016	30-Sep-2016	KoKhy	7-Aug-2016	22-Aug-2016
Sidoktaya	15-Mar-2016	14-Jul-2016	20-Sep-2016	3-Jun-2016	20-Sep-2016	23-Sep-2016	U KSWA	11-Aug-2016	11-Aug-2016
Pinlelbu	18-Mar-2016	12-Jul-2016	30-12-2016	10-May-2016	31-12-2016	31-12-2016	U KSWA	26-Aug-2016	26-Aug-2016
Htantabin	21-Mar-2016	-	19-Aug-2016	13-Jun-2016	-	31-Aug-2016	M.Mee	8-Aug-2016	11-Aug-2016
Tatkone	17-Mar-2016	1-Jun-2016	30-Jul-2016	6-Apr-2016	17-Aug-2016	17-Aug-2016	U KSWA	27-Jul-2016	27-Jul-2016
Laymyetnar	8-Mar-2016	26-Apr-2016	30-Jun-2016	6-May-2016	20-Jul-2016	16-Aug-2016	KoKhy	31-Jul-2016	22-Jul-2016
<b>Last Y3 Townships date</b>									
Hpruso	16-May-2016	16-Sep-2016	14-Nov-2016	4-Aug-2016	15-Nov-2016	15-Nov-2016	U KSWA	23-Aug-2016	23-Aug-2016
Kyainseikkyi	20-May-2016	15-Oct-2016	22-Jan-2017	9-Jun-2016	25-Jan-2017	30-Jan-2017	KoKhy	8-Sep-2016	28-Nov-2016
Moenyoy	4-Jul-2016	8-Nov-2016	31-Dec-2016	10-Oct-2016	6-Jan-2017	7-Jan-2017	M.Mee	18-Nov-2016	18-Nov-2016

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	SUB-PROJECTS			SOCIAL AUDITS			TOWNSHIP MSR		
	Start (First)	Start (Last)	Completion	Start (First)	Start (Last)	Completion	Union Visitor	Plan	Actual
<b>Chaungzon</b>	17-May-2016	19-8-2016	19-8-2016	10-6-2016	19-8-2016	19-8-2016	KoKhy	27.8.2016	27.8.2016
<b>Ngazon</b>	10-Jan-2016	15-Jul-2016	5-Sep-2016	3-Jul-2016	23-Aug-2016	5-Sep-2016	M.Mee	25-Sep-2016	24-8-2016
<b>Demawso</b>	13-May-2016	10-Jun-2016		13-Jun-2016	11-Aug-2016		U KSWA	22-Aug-2016	22-Aug-2016
<b>Paletwa</b>	13-Jul-2016	1-Sep-2016	15-Dec-2016	15-Sep-2016	1-Sep-2016	20-Dec-2016	U WMT	20-Nov-2016	20-Nov-2016
<b>Myaung</b>	17-May-2016	1-Nov-2016	31-Dec-2016	9-Jun-2016	7-Jan-2017	7-Jan-2017	U KSWA	21-Dec-2016	21-Dec-2016
<b>Banmauk</b>	27-May-2016	1-Nov-2016	15-Dec-2016	7-Aug-2016	21-Dec-2016	31-Dec-2016	U KSWA	11-Sep-2016	11-Sep-2016
<b>Tanintharyi</b>	19-Jun-2016	20-Oct-2016	30-Nov-2016	28-Aug-2016	7-Dec-2016	15-Dec-2016	?	30-Nov-2016	30-Nov-2016
<b>Kyaukkyi</b>	20-Jun-2016	15-Nov-2016	31-Dec-2016	25-Aug-2016	3-Jan-2017	25-Jan-2017	M.Mee	27-Oct-2016	27-Oct-2016
<b>Bilin</b>	28-Jun-2016	15-Nov-2016	30-Jan-2017	23-8-2016	31-Jan-2017	28-Feb-2017	KoKhy	12-12-2016	12-12-2016
<b>Mindon</b>	17-May-2016	12-Dec-2016	31-Dec-2016	15-Aug-2016	1-Jan-2017	10-Jan-2017	U KSWA	8-Sep-2016	8-Sep-2016
<b>NyaungU</b>	1-Jun-2016	1-Jul-2016	12-Sep-2016	4-Jul-2016	15-Sep-2016	16-Sep-2016	M.Mee	23-Aug-2016	23-Aug-2016
<b>Kawhmu</b>	7-Jan-2016	1-Nov-2016	31-Jan-2017	7-Jul-2016	25-Dec-2017	31-Jan-2017	M.Mee	6-Sep-2016	8-Sep-2016
<b>Thabaung</b>	13-May-2016	8-Nov-2016	15-Dec-2016	16-Jun-2016	20-Dec-2016	30-Dec-2016	KoKhy	28-Aug-2016	29-Nov-2016
<b>Kyangin</b>	12-May-2016	7-Dec-2016	7-Dec-2016	9-Jun-2016	31-Dec-2016	31-Dec-2016	KoKhy	11-Sep-2016	11-Sep-2016
<b>Lewe</b>	13-May-2016	27-Aug-2016	20-Sep-2016	10-Jul-2016	22-Aug-2016	27-Sep-2016	M.Mee	29-Aug-2016	29-Aug-2016

## **Annex 1**

### **Training Plan for Year 4**

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TRAINING	DURATION	WHEN	LEVEL
Advanced TOT	3 days	Oct 10 - 12	Union
DRD Management Training	4 days	Oct 24 - 28	Union
<b>OPERATIONS MANUAL</b>			
Start-Up Training : Round 1 (11 townships)	7 days	30 Nov - 13 Dec	Union
Start-Up Training : Round 2 (7 townships)	7 days	12 Dec - 24 Dec	Union
Start-Up Training : Round 3 (2 townships + new KE's from 27 old townships)	7 days	Jan (first week)	Union
TOT1 (Training of Trainers) : Round 1	8.5 days	Dec 7 - 17	Union
TOT1 (Training of Trainers) : Round 2	9 days	Dec 21 - 30	Union
TOT2 (Training of Trainers)	8 days	Jan	Union
TOT3 (Training of Trainers)	5 days	Mar	Union
TOF1 (Training of Facilitators)	9 days	Dec/Jan	Township
TOF2 (Training of Facilitators)	7 days	Feb/Mar	Township
TOF3 (Training of Facilitators)	4 days	Apr/May	Township
TOF1 Refresher (Training of Facilitators)	9 days	Nov	Township
TOF2 Refresher (Training of Facilitators)	7 days	Jan	Township
TOF3 Refresher (Training of Facilitators)	4 days	Mar	Township
Community Management Team (CMT) Training	2 days	Jan onwards	Community
<b>INFRASTRUCTURE</b>			
Infrastructure Training	*0.5 days & *3 days	Nov (during Start-up)	Union
TF Refresher (Technical Facilitators)	3 days	Dec	Union
I TOT1 (Infrastructure Training of Trainers)	4 days	Dec	Union
I TOT2 (Infrastructure Training of Trainers)	4 days	Jan/Feb	Union
TTF1 (Training of Technical Facilitators)	5 days	Dec/Jan	Township
TTF2 (Training of Technical Facilitators)	5 days	Feb/Mar	Township
O&M Sub-Committee Training	2 days	Jan onwards	Community
Auto CAD Training	5 days		State/Region
Water Quality Test Training	2 days	starting Feb	State/Tsp
<b>PROCUREMENT</b>			
Procurement Training	2-3 days	Nov (Start-up)	Union
Procurement Refresher Training	3 days	May	Union
Community Procurement Training for Facilitators	1.5 days	Jan/Feb	Township
Procurement Sub-Committee (PSC) Training	1 day	Mar	Community
<b>FINANCE</b>			
Finance Training	3 days	Nov (during Start-up)	Union
Finance Refresher Training	2 days	Mar	Union
Finance Training for Facilitators	1 day	Jan	Township
Finance Sub-Committee (FSC) Training	*2 days & *0.5 days	Jan/Feb	Community
<b>M&amp;E/MIS</b>			
M&E/MIS Refresher Training	3 days	Oct	Union
M&E/MIS Refresher Training	5 days	Jan 16 - 20	Union

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M&E/MIS Training (Part 1)	2-3 days	Nov (during Start-up)	Union
M&E/MIS Training (Part 2)	5 days	Jan	Union
M&E/MIS Training for Facilitators	2 days	Oct (old tsp) & Jan (new tsp)	Township
Monitoring Sub-Committee (MSC) Training	1 day	Jan (old tsp) & Mar (new tsp)	Community
<b>GRIEVANCE</b>			
Grievance Training	3 days	Nov (Start-up)	Union
Grievance Refresher Training	2 days	May	Union
Grievance Training for Facilitators	2 days	Jan	Township
Grievance Committee Training	1 day	Feb/Mar	Community
<b>GENDER</b>			
Gender TOT	3 days	Dec	Union
Gender Training for Facilitators	1 day		Township
Gender Refresher	3 days	Jan	Union
<b>COMMUNICATIONS</b>			
Communications Training	2 days	Nov (during Start-up)	Union
Communications Refresher Training	2 days	May	Union
Communication Training for Facilitators	1-2 days	Jan/Feb	Township

## **Annex 2**

### **NCDDP Secretariat Staffing Status at 30/09/2016**

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