

SILAKA

Annual Report 2006



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SILAKA's Vision

Peaceful and free Cambodian men and women endeavor compassionately and constructively to bring positive social changes that will improve the collective needs of Cambodian society through sustainable development in the country and in the world.

SILAKA Mission

SILAKA sets out to:

1. Prepare and support Cambodian men and women to establish, develop and strengthen their organizations and institutions with appropriate technology and tools;
2. Work with concerned men and women in advocating for equitable access to resources and exercising their rights and responsibility as citizen;
3. Work with men and women, organizations and institutions actively collaborate in actions in building Cambodia's capacity;

SILAKA believes in

- *A pluralistic society that respect the different point of views and decisions of others.*
- *Men and women open to learning to increase their productivity and the pursue of happiness;*
- *A society that respect human rights of men and women equally without discrimination;*
- *A peaceful and sustainable development through human development, non violence, and protection of the environment.*

SILAKA

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ANNUAL REPORT

JANUARY 2006 TO DECEMBER 2006

SUMMARY ITEMS

- SILAKA Training Services remains at the forefront of the capacity building industry (Section 1.1)
- SILAKA, with the facilitation support from the Swiss Red Cross to provide training and follow up support the management of the Health Operational Districts (OD) in Takeo: Kirivong and Ang Roka OD (Section 3.2)
- SILAKA collaboration with PACT in the LAAR program with the support of USAID program to support the decentralization in Cambodia (Section 3.3)
- SILAKA -agreement with UNIFEM Southeast Asian Project to develop materials for Training CEDAW (Section 3.6)
- Gender , MDGs, UNIFEM, and SILAKA (Section 4)
- Capacity Training for EXECOME, YCC and NDI (Section 3.1, Section 3.4, 3.5)
- SILAKA chosen to serve as Secretarte for CPWP (Section 5.4)

1 INTRODUCTORY MESSAGE

SILAKA plays key role at all levels in training, and supporting the Cambodian development community, focusing mainly on providing contextualized training to local and international orgazations. Firmly believing that knowledge is key to change, SILAKA strives to provide training to organizations and institutions at the grassroots level and empowers partners in their development work. SILAKA has also grabbed opportunity to develop staff skills and expertise to deliver participatory actions. Knowledge and information transfer are rapidly increasing through partnership with different actors such as: **PACT and VBNK** on the Local Administration And Reform (LAAR), with **UNIFEM** on mainstreaming gender in Cambodian Milleniums Development Goals and developing CEDAW Training Materials, and with **Swiss Redcross and Operational Districts in Takeo Provinces** in increasing servive delivery. This Annual Report paints a picture of a SILAKA striving constantly to improve services and of an enthusiastic and committed staff team; to whom I extend my thanks for another outstanding year's work. I am pleased to present this report highlighting the broad range of services offered with quality improvement, innovation and achievement during the past year.

Thida C Khus
Executive Director

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Attachments

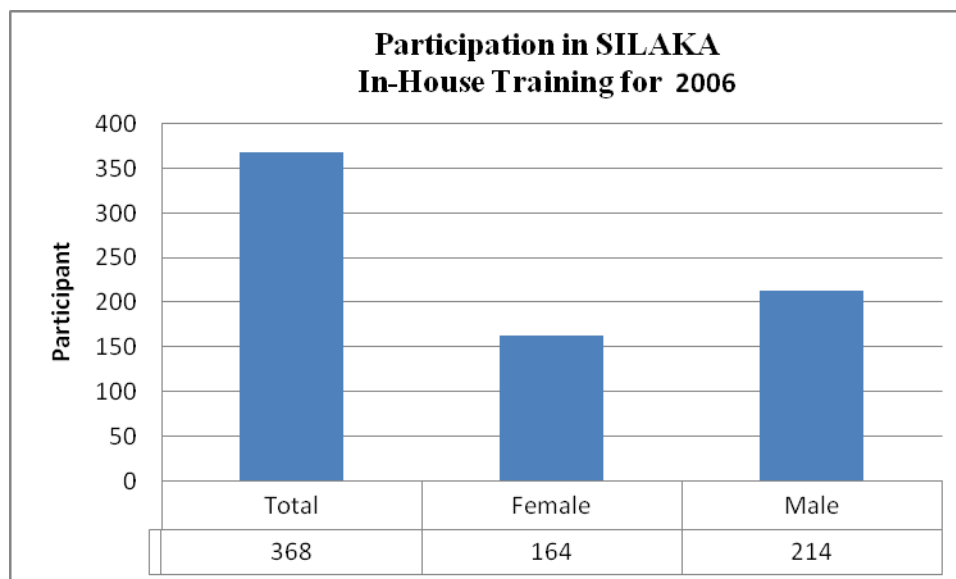
1. Financial Report 2006 (4 Pages)
2. List of Staff 2006 (1 Page)
3. Joint Statement From Australian Cambodian And Thai Ngos Concerning Trafficked Women (3 Pages)
4. Statement of Civil Society statement at the CEDAW Committee meeting in New York (3 Pages)

3 Activity Data

SILAKA Training Services remains at the forefront of the capacity building industry with its specialized approach and notorious reputation as an advocate of the dissemination of knowledge.

Summary of In-house Training activities and statistics

No	Courses	Total	Women	Men
1	Advance Training of Trainers	36	12	24
2	Training of Trainers (ToT)	18	4	14
3	Project Management	19	7	12
4	General Management	45	17	28
5	Project Planning& Design	19	10	19
6	Project M&E	6	2	4
7	Grassroots Advocacy	9	6	3
8	Report Writing	52	25	27
9	Office Skills	92	44	48
10	Secretarial& Administration	10	7	3
11	Administrative Management	18	5	13
12	Internal Financial Controlling	19	15	4
13	Basic Financial Management	7	4	3
14	Basic Accounting	18	6	12
	Total	368	164	214



4 Cooperation and Partnerships

4.1 Capacity Development for Local Administration Staff in Oddor Meanchey

SILAKA entered into an engagement with the Belgium Technical Cooperation (BTC) with the facilitation from ZOA to provide training services to provincial officials, especially leaders of provincial member of the EXECOM. The project was supported by the BTC. The project has the following goal and objectives.

Goals:

To provide knowledge, insights, and skills to 26 members of EXCOM PRDC and New Deputy Governors in Oddor Meanchey province, in basic skills on Management and Administration, Community Advocacy, Project Planning and Management and Proposal Writing in order to better contribute to development of the province.

Objectives:

By the end of this program, participants will be able to

1. Have a common vision for the future of the province;
2. Organize and run meetings in an orderly manner;
3. Improve their management and administration through better communication and resonance leadership skills;
4. Develop appropriate strategy for effective advocacy planning and implementation;
5. Design and manage a project in response to the needs of people living in target areas;
6. Present their project in a simple proposal format.

SILAKA was engaged to provide 8 training sessions based on the outcome from the Training Needs Assessment conducted at the beginning of the cooperation. SILAKA provided the following 6 training sessions:

Training Session	For	Date
1. Development of a Common Vision and Basic Administration	26 participants	14-16 Feb,06
2. Management and Planning	16 participants	21-23 Feb 06
3. Basic Management and Leadership	10 participants	14-16 March 06
4. Participatory Action Research	13 participants	30 May to 1 June 06
5. Advocacy Strategy Skills	10 participants	13-15 June, 06
6. Project Design	11 participants	4-6 July 06

The cooperation was terminated after the 6th training sessions because of complication from the assumptions that were set earlier prior to the training sessions. The participants expected to receive compensation for the training, whereas the program only compensate for travel expenses, food and lodging for out of town participants. Further, the expectation to get only senior participants to participate was not realistic. Finally, the unexpected turmoil within the Funcinpec

party, the majority of whom are provincial top leaders, complicated the coordination and management effectiveness from ZOA. It was a joint decision between BTC, ZOA and SILAKA to terminate the training program early on.

4.2 Swiss Red Cross Partnership

SILAKA also engaged with the two Operational Districts in Takeo with the facilitation support from the Swiss Red Cross to provide training and follow up support the management of the two Health Operational Districts (OD) in Takeo: Kirivong and Ang Roka OD.

The goal of the partnership are: to improve health services delivery through increasing capacity of technical staff at all level of Kirivong and Ang Rorkar health district and selected community members in Takeo province in the following skills: management, communication and community organizing.

This first phase of the intervention contained the following:

Ang Roka Operational District

- One 4-day training session in Team building skills with one follow up session;
- Two 5-day training sessions in Communication and Relation skills with one follow up session;

Kirivong Operational Health District

- Two 4-day training sessions in Team building skills with one follow up session;
- Two 5-day training sessions in Communication and Relation skills with one follow up session.
-

Team building		
Location	Date	Participants
Ang Roka OD	31 July 03- Aug 2006	26
Communication and Relation skills		
Ang Roka OD	11-15 Sept. 2006	23
Kirivong OD	9-13 Oct. 2006	29
Kirivong OD	23-27 Oct. 2006	29
Ang Roka OD	13-17 Nov. 2006	22

4.3 Local Administration and Reform Program (LAAR)

SILAKA entered into partnership with PACT in the LAAR program, a USAID program to support the decentralization in Cambodia for the period from January 16 to December 31, 2006.

Cambodia's decentralization process commenced on 2001 with the enactment of laws on commune administration, management and commune elections. In February 2002, Commune Council (CC) elections were conducted in 1,621 communes resulting in 11,261 councillors

taking office and assuming responsibilities for local governance and local development. In pursuing decentralization reforms, the Royal Government of Cambodia (RGC) has three overall objectives: strengthening local democracy, promoting participatory development, and reducing poverty.

Since the elections, the RGC, in partnership with both the donor community and civil society, has made substantial progress in pursuing democratic local governance through Decentralization and Decentralization (D&D), providing the Cambodian people with greater opportunities to influence the decisions that affect their lives.

While the emergence of the elected local government can be viewed as a positive and significant development in Cambodia, more needs to be done to strengthen the councils' capacity and ability to respond to local needs, and to strengthen citizens' participation. Poor understanding of accountability and transparency, inadequate budgetary resources, limited staff capacity, lack of decision making authority and continued influence of political parties over elected commune councilors remain major challenges.

The goal of the Program is to:

Increase and institutionalize participatory democratic practices within Commune Councils and sub-national government; and, activate sustainable horizontal and vertical links between Commune Councils, civil society and national level government that positively impacts D&D reform.

The *LAAR Program* will take a multi-dimensional technical approach that establishes stronger relationships between CCs and citizens. The Program aims to develop core skills in targeted CCs and civil society organizations in building networks and partnerships, identifying and serving the needs of communities, facilitating the provision of social services, and promoting the involvement of CC constituencies, including the most vulnerable members of the community.

The *LAAR Program* provided Social Development Funds (SDFs) to CCs, in conjunction with the capacity building and technical assistance needed to manage service-oriented projects. These projects will work through the existing Commune Investment Planning (CIP) process to increase investments in social services and address issues paramount to locals. At the same time, they will provide councils and communities with the opportunity to practice new skills of collaboration, consensus building, and advocating for local level needs with higher levels of government. In addition, small grants will be provided to sub-national non-governmental organizations, community-based organizations, and model CCs for projects that increase citizen participation and demonstrate strong partnerships among and between councils, councils and local organizations, and councils and other levels of government.

Program Structure

The *LAAR Program* utilizes a partnership approach based on a web of interactions between Pact, CCs, relevant government officials, provincial NGOs (PNGOs) and national capacity building partners. The approach will capitalize on the knowledge and experiences of all partners in order to create a community of shared learning. Between October 2005 and September 2010, Pact will provide support and social development funds for up to 500 CCs in ten provinces of Cambodia. Capacity building and program support for the 500 communes will be provided by selected provincial NGO partners (PNGOs). In order to scale up and enhance the ability of the PNGOs to

provide capacity building and support to CCs, Pact will establish partnerships with national training institutions, including SILAKA.

Scale of the Program

The *LAAR Program* will be initiated in four provinces (Kandal, Takeo, Pursat and Battambang) during the first year and will expand to cover additional provinces in subsequent years. The *LAAR Program*, in cooperation with the national capacity building partners, will provide capacity building and program support to partner provincial NGOs who will, in turn, each provide coaching, training and ongoing support to 10 to 20 communes in YR1. It is expected that LAAR will expand to cover 6 provinces (roughly 250 Communes) in Year 2, and 10 provinces (500 Communes) in Year 3.

During the first phase, SILAKA would provide capacity building in basic training skills and financial management to 5 PNGOs in 4 provinces: Battambang, Pursat, Takeo.

The role of SILAKA is to support the partner PNGOs in scaling up and enhancing their capacity to effectively assist the CCs and civil society organizations supported by the Program. The objective of the partnership with SILAKA is to develop a program that ensures PNGOs can build the capacity of CCs and local communities to carry out the financial management of Social Development Fund (SDF) projects in a participatory, transparent, and accountable manner.

SILAKA Outputs of the first year of the partnership are:

- An initial Draft Capacity Building Program Outline completed
- A report of a Training Needs Assessment fieldwork and analysis
- A Monitoring and Evaluation Plan Draft
- A TOT (Training foundations component, jointly with VBNK)
- The first training module completed and coaching initiated by 1st June 2006.

SILAKA worked with Provincial NGOs Partners in providing 2 joint training session with VBNK and numerous coaching support in financial management to the communes in 3 provinces. PNGOs partners were: Buddhist for Development, Volunteers Services Group, AMARA in Battambang; Ponleu Komar of Pursat, and CEDAC in Takeo. First SILAKA direct Training 2 sessions benefited the staff of the four NGOs and local provincial authorities. PNGOs later moved to provide training to CC with the coaching support from SILAKA and PACT staff.

A reflection session was also conducted in Sihanoukville to plan for the next phase implementation of the LAAR program. Many lessons were learned during this implementation that requires a drastic turn of program structures and model of implementation that requires much more coordination among the partners.

4.4 Partnership with YCC to Build Youth Capacity

SILAKA entered into an agreement to provide training on a variety of topics to their volunteers.

The courses provided were:

Course Title	For # of Participants	Date
Grassroots Advocacy Training Skills	31	September,06 Phnom Penh
Project Planning and Design	32	October, 2006 Phnom Penh
Project Monitoring and Evaluation	30	December, 2006 Phnom Penh

4.5 Partnership with NDI to build capacity of its partners

SILAKA entered into an agreement with National Endowment for Democracy, NDI, to provide training on a variety of topics to their own staff and for its local NGOs partners' staff.

Course Title	For # of Participants	Date
Advocacy of 8 local NGO partner of NDI	18	March 06 Sihanouk Ville
Basic Financial Management	19	June, 2006 Phnom Penh
Administrative Management	19	Nov, 06 Phnom Penh

4.6 CEDAW Materials Development

SILAKA entered into agreement with UNIFEM Southeast Asian Project to develop materials for Training CEDAW.

The goal and objectives of the partnership are:

The objectives as described in the term of references of this intervention are to:

1. Produce a core set of training materials on CEDAW and the MDGs which are appropriate for the Cambodian context;
2. Raise awareness of the CEDAW convention and the MDGs in simple, visual training materials in Khmer, with a translated version also available in English for documentation purposes;
3. Promote the standards and goals set out in CEDAW and the CMDGs as the key frameworks for achieving gender equality in the Cambodian context;
4. Provide materials for use by the Government and civil society at national and local levels;
5. Develop materials which can be used in training of trainers in a second phase.

SILAKA would develop the curriculum with the collaboration from a consultant in a following activities:

1. 6 sessions of consultation with advisory Group for the training during the life of the projects;
2. A core set of curriculum and training materials for two target groups of target population;
3. 2 types of 4,000 booklets to be used as hand out materials for target population;
4. 2 type of 1000 posters to promote awareness of keys CEDAW and MDGs messages as related in the national strategic plan;
5. 4 audio, 1 visual spots, to promote awareness among the public and to use in training sessions;
6. 500 training manuals for trainers;
7. 3 pilot tests training to test the materials and curriculum;

For 2006, SILAKA have formed a Consultative Technical Advisory Board, CTAB, to consult on the contents and on the process of the development of the curriculum, the messages, and the appropriateness of the materials. The outputs for the partnership for 2006 were:

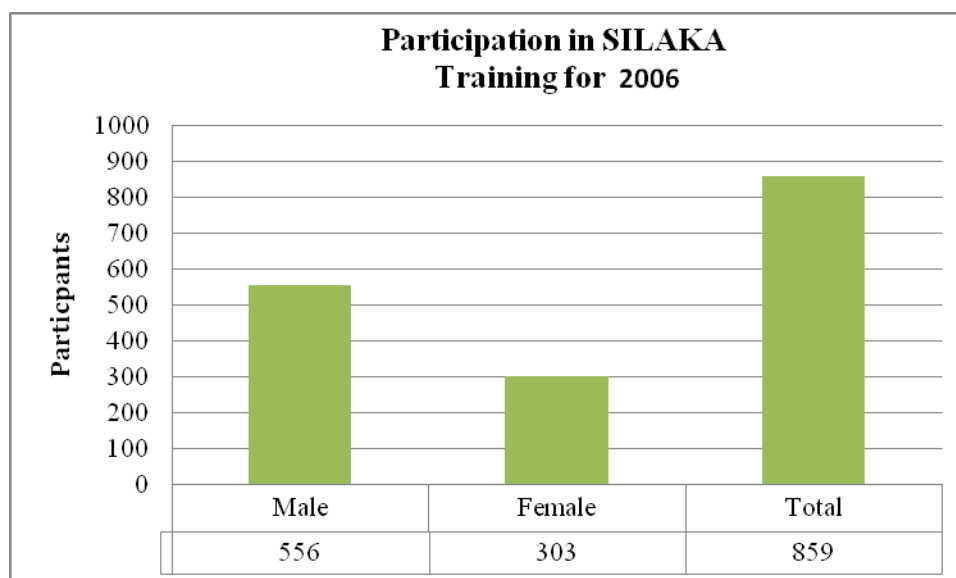
1. The curriculum for training basic concepts of CEDAW
2. Four radio spots
3. One TV spots
4. 4 posters to use in the training on 3 main concepts of CEDAW

The printing of the booklet and the training manuals were on hold to wait for the pilot testing, and for consultation with UNIFEM consultant on the appropriateness of the adaptation to local context. One complication for the project was that the consultant hired by UNIFEM resigned in November 2006, delaying the training manuals finalization.

5. Other Training and Project

Report Writing Skills of Comfrel provincial Secretaries and staff for 18 participants.	COMFREL	Feb.-Mar. 06-Phnom Penh
Report Writing Skills for 12 ACF staff.	ACF	March 06 Kg. Cham
Participatory Rapid Appraisal & Project Monitoring and Evaluation.	MORAM	Feb.-Mar. 06 Battambang
Participatory Rapid Appraisal for 15 participants	UNIAP	April 06 Phnom Penh
Project Planning for 15 participants of FLD staff	FLD	April, 2006 Kandal
Training of Trainer skills to improve capacity of GTZ staff with adult's training skills	GTZ	April, 2006 Phnom Penh
Participatory Rapid Appraisal for 15 participants	UNIAP	April, 2006 Phnom Penh
Management Training to increase capacity of MoRAM staff	MoRAM	Aug-Sept, 2006 Battambang
Secretarial and Administration Training to	CCLSP	June, 2006

build capacity of key staff of the Senate and Parliament Secretariat		Phnom Penh
Presentation Skills for 15 participants to fit the functional work team and targeted employees	GTZ	July, 06 Kampt
Management and Leadership to improve capacity of TDH partners in leadership and management	TDH	July, 06 Phnom Penh
Project Management Training for 25 participants of PSE staff	PSE	Jul-Aug, 06 Phnom Penh
Participatory Rapid Appraisal to improve capacity of terre des hommes partners staff	TDH	Aug-Sep, 06 Phnom Penh
Advance Training of Trainer for 7 participants of YFP	YFP	December, 2006 Phnom Penh
Team Building & Conflict Resolution for 25 participants of YFP	YFP	December, 2006 Phnom Penh



6. Other Activities

6.1 Gender and MDGs, UNIFEM

SILAKA also engaged with UNIFEM in promoting awareness of the MDGs and to provide a gender aspect awareness to the MDGs. SILAKA provided the training to women commune counselors on Cambodian MDGs, and conducted a media advocacy campaign on MDGs in Cambodia. Out of this project, SILAKA publishes 2,000 copies booklet on Gender and Cambodian MDGs to be distributed with organizations working on gender issues, and the Cambodian National Committee for women to be distributed to the local authorities in the provinces.

6.2 CEDAW committee Meeting in NY 13-20 Jan 06, CV workshop on the concluding comment 11 May, 06

Mrs. Thida Khus was nominated to represent Cambodian civil society to the first report of the Cambodian government on the status of the implementation of the Convention of the Elimination of Women. Several meeting among 5 civil society actors selected to attend the meeting in New York. The representatives were:

1. Ms. Ros Sopheap, GAS/C, sponsored by DCA
2. Mr. Sopheap Yin, CLEC, sponsored by DCA
3. Ms. Hor Phally, PADV, sponsored by UNIFEM SEAP
4. Mr. Vichet, COSECAM, sponsored by UNIFEM Migration project, and
5. Mrs. Thida C. Khus, NGO CEDAW/SILAKA, sponsored by UNIFEM SEAP

The team also met with the government representatives on the report and to notify the gap of what we civil society wants. The CS committee was coached by IWRAW on how to work within the system. The group got on the speaking list to the committee on the day before the government was to face the committee. During the mission in New York, CS committee presented the shadow report of civil society, a statement, a regional statement on Human Trafficking, as well as lobbying the members of the NY CEDAW committee members. Both the government and the NGO delegations were pleased with the concluding comments.

6.3 Represented CC to the donor meeting, 2-3 March 06

Mrs. Thida C. Khus, executive Director of SILAKA, got nominated by CCC to represent CS to the Consultative Group's meeting. This was the annual meeting of donors with Cambodian government.

6.4 Committee to Promote Women in Politic (CPWP)

SILAKA jointed the other 6 organizations to form a Committee to Promote Women in Politic, CPWP. CPWP was formed to promote women and men equal assess to opportunity and resources in society. In 2006, the CPWP worked extensively to formulate a strategy to promote the election of women to the commune councils schedule for election in April 2007. During in 2006, CPWP achieved:

1. Formulate a common strategy to promote women elected in commune councils;
2. Developed proposal for all 6 partners and a joint proposal;
3. Approached a number of donors to ask for support;
4. Selected a secretariat for 2 years for operation of CPWP and it's TOR;
5. Received support for the CPWP from the World Bank for training of candidates;
6. Received support from Unifem to conduct a media advocacy campaign;
7. Receive support form GTZ to launch the strategy;
8. UNDP/UNFPA/MOWA funded TOT and training for women candidates in 12 provinces, organizing forums in 12 provinces;
9. Received support for TOT and organizing forum from GTZ;

10. Submitted the proposal to UNDEF for 2 years funding.

In 2006, SILAKA was selected by the CPWP members to be the secretariat for the CPWP. CPWP, through SILAKA, also organized a regional workshop title: < Women's participation in Local Politics > from 8-9 August at Sunway, Phnom Penh. The workshop brought together resources persons from Indonesia, Philippines, India, Thailand, Malaysia and Cambodia to share experiences and search for lessons learned in their work. Much lessons were shared among the different resources persons, and more contacts for each other in the same area of work.

7. Administration Matters:

7.1 Management

With the new engagement in the Committee to Promote Women in Politic, SILAKA felt a heavier burden of coordinating the financial management and main administrative responsibilities of the Cooperation. SILAKA also prepared for a retreat in Kampong Som , to review the vision and mission statement and look strategy on management system and staffing.

7.2 Staff :

By the end of 2006, SILAKA had a total of 31 full time staff, and two volunteers. SILAKA welcome a new technical advisor on organization development, Mr. Variak Khus, a Master of Public Administration Graduate from United States of America.

Ms. Yon Makara, Mr. Sam Pheara, Mr. Prak Narith, and Men Chanvuth were recruited to work with the LAAR program. SILAKA also welcome Mr. Suy Len to be the Web Designer, Ms. Meas Salinda as the front desk officer, and Mr. Ny Sokha as the day guard.

7.3 Others news:

SILAKA is in negotiation with Oxford Project Management to recruit an administrator for its project with the Ministry of health. ILAKA also was invited to be on the Execom of the Least Developed County Watch, LDC watch meeting in Kampala, of Uganda in May 06. Mrs. Thida C. Khus was also voted in as the Asia representative to the Executive Committee of Social Watch International. She also was invited by the S. Korea NGO committee to speak to the Korean civil society community. She ran out of her term as the Chair of the Execom of the South East Committee for Advocacy, SEACA.

8. Conclusion

2006 has been another challenging year for SILAKA. The main focus of SILAKA resources were focused on the Training and Program Development. The staff team have been very supportive of all the new initiatives and changes of service, and staff who joined during 2006 are now very much active participants in the team.