



SEVENTH SIX-MONTH PROGRESS REPORT FOR PROJECT

REPORT COVER PAGE

Participating UN Organization: UNHCR	Cluster: F
Project No. and Project Title: F8-05	Report Number: 2
Reporting Period: 1 January to 30 June 2007	Project Budget: USD 2,400,000
List Implementing Partners: <ul style="list-style-type: none">• Danish Refugee Council• Millennium Relief and Development Services• INTERSOS	Project Coverage/Scope: <p><i>The project covers the Southern governorates of Basrah, Thi Qar, Muthanna, Wassit, Qadissiya and Missan</i></p>
Abbreviations and acronyms: <p><i>DRC, Danish Refugee Council</i> <i>MRDS, Millennium Relief and Development Services</i> <i>LAIC, Legal Aid and Information Center</i> <i>QIP, Quick Impact Project</i></p>	Project Duration/Closed Project: <ul style="list-style-type: none">• <i>Original project duration: 1st February 2006 until 31 July 2007; the project was actually finalized by 30 June 2007.</i>



Report Formatting Instructions: *We kindly ask that you review the instructions below and follow them in the preparation of your report:*

- Do not put the narrative text into boxes as was done in the previous report and do not incorporate boxes, graphs, etc into the narrative report.
- Add additional information including charts, graphs, etc as annexes to the report and clearly reference the annexes using footnotes or endnotes within the body of the narrative
- Number all sections and paragraphs as indicated below
- Format the entire document using the following font: 12point _ Times New Roman & do not use colours.

NARRATIVE REPORT FORMAT

I. Purpose

Provide the main objectives, outcomes, outputs of the programme/project:

The main objectives of this project are:

1. To address the current capacity gaps of Iraqi authorities and civil society actors in the protection and assistance of refugees, returnees and vulnerable host community members pending full capacity.
2. To increase the capacity of host communities to accept returnees, refugees and IDPs and to support local (re)integration through the rehabilitation/extension of communal facilities, the improvement of economic conditions and enhancement of protection.

The programme outputs were the following:

1. Local MoDM Branch Offices in Basrah, Thi Qar and Muthanna and local and international NGOs have been enabled to carry out effective monitoring of displaced populations, refugees and returnees and provide assistance.
2. Six Legal Aid and Information Centres and legal aid mobile teams are now fully operational and provide legal counselling, information for all and legal representation on a case by case basis.
3. Governorate Assessment Reports for Basrah, Thi Qar and Missan have been issued based on comprehensive monitoring of IDP/returnee villages/households, and development of responses to identified protection and assistance gaps. In addition, given the increased displacement as a result of post-Samarra, IDP reports were issued for



selective districts: Al Kut, Wassit; Al Chibayish, Thi Qar and Al Zubair, Basrah.

4. Immediate basic material and protection needs of IDPs, returnees and refugees and vulnerable host community members were met through facilitation of return and the provision of non food items (e.g. blankets, mattresses, tents, plastic sheeting), registration and documentation.
5. Improved economic and social conditions for refugees, IDPs, returnees and their host communities were created and have led to effective local (re)integration.



Explain how the programme/project is relevant to the following benchmarks:

- UN Assistance Strategy for Iraq,
- UN Millennium Development Goals,
- Joint Needs Assessment ,
- Iraqi National Development Strategy

The present project has been developed in close consultation with MoDM as well as the Cluster F agencies, guided by the UN Strategy for Iraq. The project contains components of UNHCR’s ongoing activities since 2004 which are critically essential for the safeguarding of the protection of displaced populations.

The project addresses the following outcomes from the Iraq Assistance Strategy:

- An enabling environment for sustainable employment opportunities and social protection for all. (Outcome 1.3 addressed by Clusters A, C, D and F)
- Rehabilitation and governance of infrastructure at the local level (Outcome 2.6 addressed by Clusters E and F).
- Enhanced respect for human rights, especially of women, children and vulnerable groups. (Outcome 4.7 addressed by Cluster C, D and F)

Indicate the main implementing partners, their roles and responsibilities, and their interaction with the Agency

This project was implemented through partnering with three international NGOs, namely; DRC, MRDS and Intersos. The three NGOs have been working as UNHCR implementing partners in its programmes in Southern Iraq since 2004. Throughout this period, there has been a continuous effort to examine and optimize the implementation strategy of our common programme objectives. The below matrix indicates the partners and their roles and responsibilities:

Partner	Type of Assistance	Brief Description of Activities	Number of beneficiaries – original plans	Location
INTERSOS	Protection, Repatriation, Logistics, NFI & Income generation	1. Repatriation and associated activities at the transit centre 2. Management of NFI warehousing and distribution	Up to 250 returnees LAICs: 8,000 beneficiaries	Basrah, Muthanna and Thi-Qar Governorates



		<p>3. Border monitoring</p> <p>4. Provide legal assistance in 4 LAICs</p> <p>5. Implement 19 QIPs (including maintenance/ construction of roads, bridges, schools, water facilities, health clinics, cleaning of garbage)</p> <p>6. MRE</p> <p>7. Returnee/IDP monitoring in QIPs areas</p>	<p>21 QIPs implementation: 45,000 direct beneficiaries; 105,000 indirect beneficiaries</p>	
Danish Refugee Council	Protection, Income-generation, Capacity Building	<p>1. Establish and run 2 Legal Aid and Information Centres</p> <p>2. 16 community development projects (QIPs) (including bridge rehab, road construction, electricity project, water project; school construction/ maintenance)</p> <p>3. Returnee/IDP monitoring</p>	<p>LAIC 1: 840 (50/50 IDP and returnee).</p> <p>LAIC 2: 350 (50/50 IDP and returnee)</p> <p>16 QIPs - 25,820 direct beneficiaries</p> <p>MoDM staff and civil society in Basrah governorate</p>	Basrah Gov: Al Qurnah, Abu Al Khaseeb, Shat Al Arab
Millennium Relief and Development Service	Protection/ Training/ Income Generation/ Community Development	<p>1. Develop a Case Management Database for use in all LAICs</p> <p>2. Maintain a Returnee Monitoring Database for all of Iraq</p> <p>3. Analyze returnee monitoring data for all of Iraq</p> <p>4. Implement 21 QIPs</p> <p>5. Vocational and job skills</p>	<p>19 QIPs: 14,250 direct beneficiaries / 330,000 indirect beneficiaries</p> <p>IG: 140 beneficiaries</p> <p>Literacy training: 400 women</p> <p>Skills training: 80 returnees</p>	Basrah Governorate



		training for 80 returnees	Total direct beneficiaries:	
		7. 100 income-generation grants	14,470; indirect:	
		8. Literacy training for 400 women and children	330,000	

II. Resources

Financial Resources:

Provide total funds provided, disbursed and committed: *Please see Annex A*

Highlight any variation(s) in projected versus actual spending for the reporting period indicating the reason for such variation(s). *N/A*

Explain programme/project expenditures within the 10 budget categories, including security expenditures:

1- PERSONNEL

During the duration of the project, the salaries of the following personnel were covered by UNDG-ITF funds:

1. 25% of the salary of one programme assistant based in Kuwait,
2. 25% of the salary of one National Field Officer based in Basra,
3. 25% of the salary of one Associate Field Officer based in Kuwait

2. CONTRACTS

2.1 Transit Centre and Warehouse Management:

Under this category, funds were disbursed in the following manner:

- Transportation costs of NFIs from Jordan, Kuwait and Iran to Basra warehouse.
- Management costs of warehouse facilities including security, proper storage of NFIs, routine physical inventory, proper documentation and reporting and release of items to identified beneficiaries.
- NFI transportation and distribution costs to beneficiaries in the governorates of Basrah, Thi Qar, Muthanna, Wassit, Qadissiya and Missan.

2.2 Quick Impact Infrastructure Improvement/Assistance Projects:

36 projects were implemented under this category. Funds were disbursed in the following manner:



- Needs assessments through special mobile teams, as well as coordination with authorities
- Procurement of material and contracting of skilled and unskilled labor
- Monitoring visits

2.3 In-kind Income Generation Grants for 140 families

140 grants have been delivered. Funds were disbursed as follows:

- Individual assessment of families
- Assessments of local economic context
- Procurement of materials
- Training and capacitating of families
- Follow up visits by field staff
- One time Local Economic Recovery training delivered by ILO to UNHCR and implementing partner staff

2.4 Literacy Training for 400 Women:

Funds were disbursed on the following:

- Literacy teacher salaries
- Literacy materials (stationary, supplies, etc..)
- Rental of premises.

2.5 Legal Aid & Information Centres

Funds were disbursed on the following:

- Salaries for lawyers, social workers and other staff as needed
- Security
- Equipments and supplies such as computers and IT equipment, general supplies, generators, etc.
- Transportation costs for mobile teams
- Court fees and court associated costs

2.6 Returnee/IDP Monitoring including development of databases:

Funds were disbursed on the following:

- Database developer salary



- Data entry staff salary
- Monitoring reports production costs

2.7 Registration of Ahwazi Refugees

- Data clerk salary for registration
- Distribution costs for the protection letters; including vehicle rental, fuel and other related costs.

3. TRAINING: N/A

4. EQUIPMENT: N/A

5. SUPPLIES AND COMMODITIES: N/A

6. TRANSPORT: N/A

7. TRAVEL: N/A

8. MISCELLANEOUS: N/A

9. SECURITY (max 2%)

- Costs were used to cover warehouse security arrangements (45%) and security arrangements for 4 Legal Aid and Information Centres.

10. AGENCY MANAGEMENT SUPPORT (incl. Monitoring and reporting) (7%)

This covered the overall overhead costs of UNHCR offices in Kuwait City and the presence of national staff in the field (costs include: office rent, utilities, transportation, office supplies and IT equipment, fuel, etc.).

Indicate other funding sources, if applicable: N/A.

Provide details on any budget revisions approved by the UNDG ITF Steering Committee, if applicable: N/A

Project expenditures for the 1 July to 31 December 2007 period. Project ended by 30 June 2007 (one month earlier as envisaged).



III. Methods of Operating

Summarize the implementation mechanisms primarily utilized and how they are adapted to achieve maximum impact given the challenging operating context.

UNHCR has pursued its objectives through closely coordinating with all stakeholders inside Iraq as well as applying a rigorous and routine mechanism of evaluation of activities. Maintaining a flexible approach has allowed continuous incorporation of lessons learnt throughout the implementation process. The following principles and assumptions have guided UNHCR's in-country interventions:

Security: Due to a continuing volatile security situation, the implementation of UNHCR's activities in Iraq necessitated remote management of programmes. Despite the security restrictions, there was limited freedom of movement for national staff, enabling limited access to persons of concern and an ability to directly monitor projects. Systematic information collection was a significant challenge since the start of the operation, and as such, UNHCR had been flexible in the pursuit of reliable information-sharing among partners and other key stakeholders. Besides data collected through LAICs, IP assessments and field staff assessments, UNHCR also relied on reports produced by IOM, NCCI and other UN and international agencies working inside Iraq.

Implementing partners: UNHCR relied on implementing partners for operational interventions inside Iraq. The international staff of the implementing partners were based in Kuwait, while a strong team of local staff with appropriate expertise was based inside Iraq with full and easy access to areas of intervention. The international staff assumed overall coordination role of their respective programme activities through the provision of appropriate guidance, technical support and advice to their local staff based in Iraq through conducting capacity building workshops, training and regular coordination meetings in Kuwait.

During 2007, UNHCR developed significantly better monitoring and evaluation mechanisms such as increasing field visits by local staff, coordinating monitoring with MoDM and Ministry of Planning, ensuring security needs were met and improving the reporting capacity of relevant UNHCR and implementing partner staff members to ensure effective information sharing.

Provide details on the procurement procedures utilized and explain variances in standard procedures.

Procurement in the field was mainly undertaken by implementing partners under close supervision of UNHCR field staff. The process entailed the following steps:

- Identifying needs and obtaining approval from UNHCR to undertake the procurement



- Undertaking a closed bidding process
- Forming a committee from UNHCR field staff, IP field staff and local authorities' representative to open bids
- Submitting a report to UNHCR international staff and obtaining final approval

Provide details on the monitoring system(s) that are being used and how you identify and incorporate lessons learned into the ongoing programme/project.

Project monitoring mechanisms

1. UNHCR national staff members (security permitting) were actively involved in monitoring projects through field visits and obtaining information from Governorate authorities and other actors regarding the IP-implemented activities, which was reported to CBB-K.
2. MODM staff, at the field level, were involved in joint field visits together with UNHCR and IP national staff to monitor progress of project implementation and a monthly progress report was sent to UNHCR, no later than the 25th of each month by each partner. Information on progress was consolidated in one master progress report to assist programme staff in tracking implementation according to sub-agreements.
3. Sub-Project Monitoring Reports (SPMRs) were submitted with supporting documents to ensure verification of expenditure. Supporting documents were closely scrutinized individually. Any deviation from UNHCR standards was noted in a "Note for the File" and the IP was notified in order to rectify the situation in future submissions.
4. Workshops and trainings on essential skills were organized for both national and international staff members of IPs to ensure their awareness of and their being well trained in UNHCR standards and guidelines.
5. CBB-K encouraged the active participation of MoDM in both the planning phase, which ensured that all projects were recognized and approved by competent authorities; this also ensures further engagement by MoDM in the follow-up phase, in which MoDM will obtain feedback from beneficiaries on the impact of assistance provided by UNHCR through its implementing partners. UNHCR has forged a strong and fruitful coordination with MoDM, in particular, through UNHCR local staff in Iraq.
6. Returnee and IDP monitoring was undertaken by all IPs to validate the selection of beneficiaries and identification of needs. As such, a database was established by our implementing partner MRDS which also includes a photo library of all implemented projects.

Report on any assessments, evaluations or studies undertaken.



In the context of IDP and returnee monitoring, data was collected which served on the one hand for the identification of assistance and protection gaps and needs, on the other for the development of appropriate responses.



IV. Results

Provide a summary of programme/project progress in relation to planned outcomes and outputs; explain any variance in achieved versus planned outputs during the six month reporting period.

With the exception of the Governorate Assessment Reports, all planned outputs have been fully achieved. Governorate Assessment reports were issued for the Governorates of Basrah, Missan and Thi Qar (originally planned also for Wassit, Muthanna and Qadissiya). Given the increase of displacement as a result of Samarra attacks and limited use for the more return-oriented Governorate Assessment Reports, the focus of monitoring was more on IDPs in selective areas (communities particularly impacted by IDPs). Consequently, UNHCR produced three IDP reports for the following districts: Al Kut, Wassit; Al Chibayish, Thi Qar; and Al Zubair, Basrah.¹

Report on progress made toward the achievement of specific medium-term outcomes of the programme/project as a result of the achieved short-term outputs during this reporting period.

This project contained components of UNHCR's ongoing activities since 2004 which were critically essential for the safeguarding of the protection of displaced populations. Data collection, monitoring and reporting on returnee and IDP communities, delivery of accurate information and legal counselling to the displaced and delivery of assistance to the displaced and their host communities are UNHCR's main protection tools in the Iraq context, and, as such, their continuity has been of the essence. This continuity has allowed the achievement of some medium term outcomes in particular those pertaining to legal aid and capacity building of affected communities.

- **Legal Aid:** The continuous delivery of legal aid in the form of free counselling, free representation, documentation and free information at the LAICs, addressed a number of protection-related problems (particularly in the areas of documentation and registration, and enabled beneficiaries to access basic services).
- **Capacity of affected communities:** the continuity in implementation of QIPs targeting dilapidated infrastructures and community services in IDP- and returnee-affected communities has meant a medium term relief and continuation of basic services that has contributed in achieving an acceptable standard of living for the impoverished communities.

¹ In addition, other actors were preparing similar reports for the Governorates of Muthanna and Wassit.



- **Income generation grants:** The activities undertaken under this project were a continuation of a grant programme which has already started back in 2005. An assessment undertaken of those grant recipients revealed that up to 80% of the families reported an increase in income. It is expected that the same results, if not higher, will be achieved when assessing beneficiaries under these new grants.

Report on the key outputs achieved in the six month period including # and nature of the activities (inputs), % of completion and beneficiaries (since the majority of the activities were carried out throughout the project period, no specific breakdown was provided for the last six months).

1. Transit Centre and Warehouse Management:

The UNHCR transit center and warehouse situated in Basra was able to cater to the needs of 200 returning refugees from Iran through unloading of belongings in transit center, provision of a one time meal and rest, upon assessment, provision of NFI kits to the most vulnerable families and finally provision of onward transportation to final destination.

The warehouse was pivotal in stockpiling and distributing life-saving NFIs to recently displaced families in 24 locations throughout the South. More than 3,000 families have been covered by UNHCR NFI distribution. *Please see Annex C*

2. Quick Impact Infrastructure Improvement/Assistance Projects:

In the Governorates of Basrah, Muthanna and Thi Qar, out of 28 quick impact-planned projects, 36 projects were finalized. The focus of these projects was mainly to strengthen the absorption capacity of receiving communities, as well as to meet the most urgent needs of displaced communities in isolated settlements, camps or public buildings. The QIPs encompassed the following activities:

- Infra-structural rehabilitation such as water systems, schools and health facilities;
- Income generating focused activities such as vocational trainings;
- Emergency focused activities such as emergency shelter interventions, provision of tankered water to IDP camps and hygiene awareness trainings.

Please see Annex B

3. In-kind Income Generation Grants for 140 families.

Of the planned 140 grants, all grants were distributed to the identified most vulnerable families. The activity also included a detailed assessment of each family, which took into account their existing skills, as well as the existing needs in the community and a follow up on each family for a period of six months to ensure the sustainability of the grant impact on the family income.



The funding covered one training delivered by ILO to UNHCR staff and partners. This training provided technical support on planning, implementing, monitoring and evaluating local economic recovery activities.

4. Literacy Training for 400 Women

The literacy trainings were implemented as planned. More than 800 women were covered by those trainings. *Please see Annex B*

5. Legal Aid & Information Centres:

Six LAICs were operational in the Governorates of Basrah, Muthana and Thi Qar, funded by the ITF. The LAICs have been instrumental in providing protection assistance to persons of concern, as well as providing a valuable assessment and monitoring tool in the field. LAICs were successful in reaching a wide base of beneficiaries through the employment of mobile teams, associated with each LAIC. The mobile teams had a far reaching impact on isolated and vulnerable communities.

Besides provision of missing documentation, free legal representation for most vulnerable, and free information, data produced through beneficiary assessments is entered into a specially designed data base which generates numerous assessment reports. These reports were vital in identifying needs and gaps and in ensuring a quick response.

Please see Annex C

6. Returnee/IDP Monitoring including development of databases

Please see above for information

7. Registration of Ahwazi Refugees

Among the existing Ahwazis refugees in the South, 303 families (1623 individuals) in all four governorates (Basrah, Qadsiya, Missan and Wassit) have been registered as refugees, while 67 families in Missan refused to register. The registration exercise was completed in April 2007 and RICS was updated accordingly. All registered families (1,623 individuals) were provided with NFIs and UNHCR Protection letters.

Explain, if relevant, delays in programme/project implementation, the nature of the constraints, lessons learned in the process and actions taken to mitigate future delays.

No delays have been experienced. The most prominent constraint was the continuous change in the situation on the ground, whether relating to the security situation, type of beneficiaries or areas of concentration. To overcome the continuously evolving situation, UNHCR took the approach of undertaking continuous assessments and planning activities based on the most recent ones.



The draw back has been that some activities were modified as the programme progressed, but overall, this gave the project the flexibility it needed to address the most urgent needs as they arose and to ensure that a tangible impact on the lives of IDP populations could be reached.

List the key partnerships and collaborations, and explain how such relationships impact on the achievement of results.

The programme was designed to ensure the maximum participation of all stakeholders. These stakeholders included the following:

- **Beneficiary communities** were the most important stakeholders. Their involvement was promoted through encouraging communities to elect representative councils, helping the communities to identify their own needs and finally involving community members in the implementation and monitoring of project activities at all levels.
- **The Iraqi Ministry of Displacement and Migration** is UNHCR's main government counterpart in Iraq. The Ministry co-ordinates activities on behalf of IDPs, returnees, stateless persons and refugees, and maintains a local presence in the Lower South through its branch offices. The branch offices were consulted regarding locations, beneficiaries and types of activities. Along with MoDM, various governmental departments were involved in the planning phase of activities by assisting in selecting locations and endorsing the projects to ensure that projects were sustained by these authorities. MoDM branch offices played a key role in facilitating communication with the various local ministerial departments and local councils as well as, MoDM resources permitting, monitored impact of various activities.
- **LAICs** were designed to liaise with civil society organizations, local and regional authorities and particularly MoDM (branch) offices for information gathering but also to address responses at the local level. LAIC outreach teams also disseminated information on LAIC activities to these stakeholders and held needed trainings and information sessions on the rights and problems faced by persons of concern.

Summarize achievements against planned results for cross cutting issues: security, gender, human rights, employment (including # of short and/or long-term jobs created), and environment.

Cross cutting issues such as security, gender, human rights, child rights and employment were mainstreamed and integrated into all activities. The achievement of these goals was an integral part of the successful achievement of all planned results.



There was a special focus in all activities on maximising employment opportunities. All jobs created for local staff of IPs are considered as a medium term job creation achievement, particularly in light of their skills enhancement. Over **270** long-term jobs have been created within the local communities. All QIPs, vocational trainings, literacy trainings and income generation grants had a special focus on employment creation and resulted in more than **1400** short term and long term employment opportunities for persons of concern

V. Future Work Plan

Summarize the projected activities up to the end of December 2007.

The project ended by 30 June 30 2007, one month earlier as originally planned.