



Water Sector Improvement Project

NOVEMBER 2009

PROGRESS REPORT TRANSITION WING

Sindh Irrigation and Drainage Authority (SIDA)

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Sindh Water Sector Improvement Project (WSIP-1)

Activity Report as of November 2009

Transition Wing SIDA

Introduction

The Transition wing of SIDA is headed by GM Transition and consists of following Cells/Sections:

Cell/Unit	Headed by	Recruitment Status	Current professional staff Strength under WSIP
Social Development Cell	Social Development Specialist	Recruited	20 (including field staff)
Media and Communication Cell	Communication Specialist	Underway	Nil. Few persons from SOFWM are doing job
Human Resource Development Section	Manager HRD	Recruited	02
Training Centre	Being looked after by Training Coordinator SOFWM	NA	Nil. Few people from SOFWM are doing job. A post of Manager Training or Training Coordinator is required to be created under component E
Complaint Cell	Being looked after by Procurement Specialist as In-charge of Complaint Cell	NA	Nil. Only one contingency staff member is attached with In-charge

List of staff who joined in Transition Wing under WSIP is enclosed as *Annexure-1*

Above units/cells are instrumental in undertaking activities that have been reported for WSIP. In addition to above units, there is an office of GMT supported by Assistant Manager Transition guiding and supervising the wing's activities. A work plan for 3 months (Oct-Dec 09) of transition wing was already circulated during first week of Oct 2009 (just after joining of new GMT) and also submitted to PCMU in their monthly review meeting. Most of the activities are in line with the plan.

Component-wise Progress Note:

A. Community Development and Capacity Building (SIDA, AWBs, FOs)

- All staff of Transition wing except communication specialist under WSIP has been selected/ appointed during Sept i.e. General Manager Transition, Social Development Specialist, Manager HRD, Assistant Manager HRD, Assistant Manager Transition, Manager Social Mob/Gender, Social Organizer / Institutional Specialist and Assistant Engineer for FOs. Recruitment on vacant positions is under way.
- The Selected staff posted at Ghotki (GFCAWB), Chondko, Sanghar, Mirpurkhas, Umerkot (NCAWB), Tando Mohammed Khan (LBCAWB) and SIDA secretariat Hyderabad for carrying out day to day activities of WSIP in close coordination with respective Farmers Organizations and concerned AWBs. The staff is fully deployed
- Training Centre SIDA is functional. Assets available with SIDA are being transferred back to Training Centre. Some progress is achieved in returning of assets from SIDA officials. The meeting is planned with PCMU during Dec 09 on further matters of training.
- SIDA Board Meeting was arranged in SIDA on 24th November. Agenda and working paper prepared and circulated well in advance to the members
- Board meeting of Nara Canal was held on 11 Nov 2009. Since GM Transition was abroad, the representative of GM Transition (Manager SMG) attended the meeting.
- A long awaited newsletter was printed and circulated to Sindh Assembly members, public and media representatives, etc. The Sindhi version of the Newsletter, has been designed and is under printing
- Draft Communication Strategy has been prepared and consultative meeting planned in Dec 2009.
- Media Coverage of all events of WSIP activities made. SIDA Documentary field recording completed. Interview of MD SIDA recorded
- Draft Staff Rules & Regulations prepared already discussed with PIC. Meeting with PIC held on component A of the projects and deliverables and priority discussed. All immediate documents (transition strategy, financial rules, staff rules, etc) provided to PIC. PIC is working accordingly. Some contribution has been received
- PIC has planned to submit HR rules by Dec 2009. Consultative meetings planned further on component A
- Performance evaluation mechanism of staff is being developed and leave, travel authorization, salary anomalies, enhancement proposal drafted

- Employees data base designed and regular monitoring mechanism of staff has been prepared
- Training proposal under WSIP drafted and contribution sent to PCMU for further discussion with World Bank
- During the month of Nov 2009, Re election of 04 FOs (2 Fos in NCAWB , and 02 Fos in GFCAWB) has been successfully completed by the SDC staff . This progress in re elections is increasing the number of eligible FOs for qualifying for rehabilitation works under WSIP.
- During the month of Nov 09 the field staff of SDC submitted 11 re registration files of FOs (08 re registration files of FOs of NCAWB and 03 re registration files of FOs of GFCAWB) to the respective AWBs and SIDA. This progress is increasing the potential candidate FOs for qualifying for rehabilitation works under WSIP.
- SDC provided necessary coordination for training program jointly planned by PIC and SIDA for the staff members of NCAWB and SIDA on the design manual. The said training event is scheduled on 3-4 Dec 09 at Nara CAWB Mirpurkhas.
- SDC provided necessary coordination for training program jointly planned by PIC and SIDA for the staff members of AWBs, FOs, assistant engineers for FOs and SIDA on the flow measurement. The said training event is scheduled on 7 Dec 09 at Training center SIDA Hyderabad.
- During the month of Nov 09 SDS discussed the security management plan with the PIC and broader action points were finalized with consultants for their field activities and local and international staff members.
- The specific assignments for Assistant engineers and institutional specialist were finalized and communicated to the field teams.
- AEs and IS for FOs have established initial contacts with their respective FOs and initial linkages established.

**Component: B Rehabilitation and Improvement of Irrigation and Drainage System.
170 Distributaries/ Minors, 28 Branch Canals and 7 Main Canals in three AWB**

- Round of meetings were held with PIC to finalize the standard operating procedure (SOP) for walkthrough surveys of FO managed channels selected for rehabilitation under WSIP, prioritization of irrigation channels, etc. The packages have been done/ identified and SOP is finalized.
- List of 28 proposed FO Channels for Walkthrough Survey in Nara Canal AWB finalized and sent to PIC
- Survey counterpart staff of SIDA (AEs and SOs) trained and deployed at field

- Support provided to PIC for getting technical record of channels from concerned AWBs.
- Pre walk through consultative meetings with 02 FOs (Bhan minor and Ashabo minor of NCAWB) completed during the month of Nov 09. .
- Schedule for remaining 26 FOs (package 1, 2, 3, 4 , 5) of NCAWB command for pre walk through consultative meetings , orientation program for walk through survey teams and walk through surveys finalized and communicated to PIC .
- Criteria for selection of channels for lining discussed with PIC and identification of potential channels for lining under process.
- Complaint Cell is being revitalized for better performance, the case to get sufficient staff, equipment and other necessary resources is in the process.
- A computer database on SIDA website has been designed and same is in the advance stage of activation.
- Manual system of complaint handling has been devised. A flow chart of handling system is enclosed as *Annexure-2*.
- Brochure for complaint cell is under printing. These brochures would help in exposure of complaint cell and attract stakeholders to register their legitimate complaints.
- In charge complaint cell has recorded his audio/video comment for the SIDA documentary.
- Two complaints regarding shortage/non-availability of water were received from khatedars and have been sent to concern AWBs for remedy.

Way Forward

- Further meeting on survey planning and contract packaging and identification of lining channels under WSIP schedule in Dec 09
- Inter AWB study tour/ exposure visit planned in Dec 2009.
- Workshop to discuss Abiana strategy is planned in the month of Dec 2009.
- Consultative meeting on Communication Strategy planned in Dec 2009
- Walkthrough survey for 28 FOs of NCAWB planned in Dec 2009.

Bottlenecks & Issues

- Salary enhancement of Assistant Engineers. So far no headway
- Mobility and repair of old bikes and jeeps. Case moved months ago so far no headway

Meetings / Visits of General Manager Transition

A- Meetings held in O/O General Manager Transition

Date	Subject	Participants	Remarks
11-11-2009	Meeting on Communication Strategy of SIDA	Internal	
14-11-2009	Meeting with PIC on finalization Standard Operating Procedure for Institutional Development Staff Regulations under Component-A	PIC, SDC	
16-11-2009	Meeting with PIC on HR Matters and Regulations	PIC, HR, SDC	
17-11-2009	Meeting with all General Managers regarding preparation of SIDA Board meeting	All GMs SIDA	
18-11-2009	Follow up meeting with PIC on HR issues and regulations	PIC, HR, SDC	

B- External Meetings / Visits of General Manager Transition

Date	Subject	Remarks
04-11-2009	Visit to Netherlands in Holland Alumni Conference	
11/12-11-2009	Meeting with PCMU and Vide conference with World Bank at Karachi	
19-11-2009	Meeting with Secretary IPD on SIDA Board Matters	
24-11-2009	35 th SIDA Board Meeting @ Hyderabad	

**LIST OF EMPLOYEES APPOINTED UNDER WSIP PROJECT IN TRANSITION
WING, SIDA**

S. No.	Name	Position	Place
1	Mr. Nazir Ahmed Memon	General Manager (Transition)	Hyderabad
2	Mr. Ghulam Mustafa Ujjan	Social Development Specialist	Hyderabad
3	Mr. Abdul Rasheed Mahar	Manager Social Mob and Gender	Hyderabad
4	Mr. Masroor-ul-Haq	Manager HRD	Hyderabad
5	Mr. Abdul Jalil Qureshi	Asst Manager HRD	Currently posted in Finance Wing Hyderabad
6	Mr. Pervez Banban	Assistant Manager Transition	Currently posted in Ghotki to complete SOFWM targets
7	Mr. Bilawal A. Soho	Institutional Specialist/ Social Organizer	Sanghar
8	Mr. Masroor Ahmed Shahwani	Institutional Specialist/ Social Organizer	Ghotki / Currently working with GMT at Hyderabad
9	Mr. Zahid Ahmed Memon	Institutional Specialist/ Social Organizer	TMK
10	Mr. Muhammad Arif Baloch	Institutional Specialist/ Social Organizer	Umerkot
11	Mr. Muhammad Ghous Laghari	Institutional Specialist/ Social Organizer	TMK
12	Mr. Shahnawaz Umrani	Institutional Specialist/ Social Organizer	Mps
13	Mr. Mohsin Ali Memon	Institutional Specialist/ Social Organizer	Sanghar
14	Mr. Waqar Hussain Khokhar	Institutional Specialist/ Social Organizer	Choondko
15	Mr. Ghulamullah Mahar	Asstt: Engineer for FOs	Sanghar
16	Mr. Saeed Ahmed Dahri	Asstt: Engineer for FOs	Ghotki
17	Mr. Mansoor Umer Khanzada	Asstt: Engineer for FOs	TMK
18	Mr. Tariq Ali Dahraj	Asstt: Engineer for FOs	Umerkot
19	Ms. Iram Saleem Griffin	Asstt: Engineer for FOs	Hyderabad
20	Mr. Ali Akbar Bugti	Asstt: Engineer for FOs	Choondko
21	Mr. Ali Warayo	Asstt: Engineer for FOs	TMK
22	Ms. Amber Jawad	Asstt: Engineer for FOs	Hyderabad
23	Mr. Taj Muhammad Chang	Asstt: Engineer for FOs	Mirpurkhas

COMPLAINT HANDLING FLOW CHART

