

Social Monitoring Report

Project Number: 43309-013

March 2017

CAM: Provincial Roads Improvement Project

(Loan 2839/8254/3442 and Grant 0278)

First Quarter Report for Design and Implementation of Income
Restoration Program (NR13 and PR314D)

July to September 2016

Prepared by Social Development Consultant for Inter-Ministerial Resettlement Committee (IRC), Resettlement Department, Ministry of Economy and Finance, Kingdom of Cambodia and Asian Development Bank.

This social monitoring report is a document of the borrower. The views expressed herein do not necessarily represent those of ADB's Board of Directors, Management, or staff, and may be preliminary in nature. Your attention is directed to the "terms of use" section of this website. In preparing any country program or strategy, financing any project, or by making any designation of or reference to a particular territory or geographic area in this document, the Asian Development Bank does not intend to make any judgments as to the legal or other status of any territory or area.



Social Development Consultant

No. 6A street 280 Sangkat BoengKengkang 2, Khan Chamkarmon, Phnom Penh
Tel: +855 (0)16 947 694 Email: monyrith.sdc@gmail.com

KINGDOM OF CAMBODIA

Nation Religion King

Social Development Consultant

**First Quarter Report for Design and Implementation of
Income Restoration Program**

CAM: Provincial Roads Improvement Project (NR13 and PR314D)



July to September 2016

Submitted to

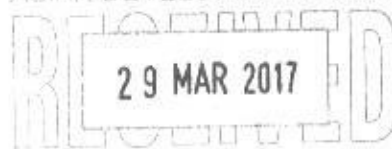
General Department of Resettlement (GDR)

Ministry of Economic and Finance (MEF)

Inter-Ministerial Resettlement Committee (IRC)



ASIAN DEVELOPMENT BANK



CAMBODIA RESIDENT MISSION

ACCRONYMS AND ABBREVIATION

ADB	: Asian Development Bank
AHs	: Affected Households
APs	: Affected Persons
DMS	: Detailed Measurement Survey
DPs	: Displaced Persons
DRSCs	: District Resettlement Sub-Committees
EA	: Executing Agency
EDPs	: Economically Displaced Persons
EMO	: External Monitoring Organization
FGDs	: Focus Group Discussions
GMS	: Greater Mekong Sub-region
GRC	: Grievance Redress Committee
HHs	: Households
IPP	: Indigenous Peoples Plan
IRC	: Inter-Ministerial Resettlement Committee
IRC-RD	: Inter-Ministerial Resettlement Committee Resettlement Department
LARP	: Land Acquisition and Resettlement Plan
MEF	: Ministry of Economy and Finance
NGO	: Non-Government Organization
PDPs	: Physically Displaced Persons
PIB	: Project Information Booklet
PICs	: Project Implementation Consultants
PMU	: Provincial Management Unit
PRSC	: Provincial Resettlement Sub-Committee
PRSC-WG	: Provincial Resettlement Sub-Committee Working Group
RCS	: Replacement Cost Survey
GDR	: General Department of Resettlement
GDR-MEF	: General Department of Resettlement of Ministry of Economy and Finance
ROW	: <i>Right-of-Way</i>
RP	: Resettlement Plan
RSC	: Resettlement Sub-Committee
SES	: Socioeconomic Survey
SHGs	: Self-help Groups

CONTENTS

ACCRONYMS AND ABBREVIATION	1
CONTENTS	2
EXECUTIVE SUMMARY	4
I. PROJECT BACKGROUND	5
II. SCOPE OF INCOME RESTORATION PROGRAM	5
i. Geo-demographic Profile of the AHs	6
III. THE INCOME RESTORATION PROGRAM	7
3.1 Project Strategy	7
3.2 Objectives	7
3.2.1 General Objective	7
3.2.2 Specific Objective	8
3.3 Activities	8
3.4 Project Approach & Methodology	8
3.5 Establishment of Self-Help Group (SHG)	10
3.5.1 Concept of SHG	10
3.5.2 The basics of Self Help Groups	11
3.5.3 Main characteristics of SHGs	12
3.5.4 Specific Approach for Setting up SHGs	12
3.5.5 Training to SHG	13
3.6 Ensure Financial Sustainability Through Networking With Local Financial Institutions ..	14
IV. INCOME RESTORATION PROGRAM ACHIEVEMENT	14
4.1 Field Interview with AHs	14
4.1.1 Gender of AHs	14
4.1.2 Age of AHs	15
4.1.3 Citizenship of AHs	15
4.1.4 Level of Education of AHs	15
4.1.6 Occupation of AHs	16
4.1.7 Monthly Income of AHs	16
4.1.8 Recourses of AHs	17
4.1.9 House Type of AHs	17
4.1.10 Household Assets of AHs	18
4.1.11 Livestock of AHs	19

4.1.12 Loan Sources of AHs.....	19
4.1.12 Loan Purposes of AHs.....	19
4.1.12 Training Need for AHs.....	20
4.1.13 On-farm Training for AHs.....	21
4.1.14 Off-farm Training for AHs.....	22
4.2 Meeting and Field Interview with Local Authorities.....	22
4.2.1 Meeting with Local Authorities.....	22
4.2.2 Field Interview with Local Authorities.....	23
V. CONCLUSION.....	23
ANNEXES	25
Annex 1: List of Local Authorities in Svay Rieng province.....	26
Annex 2: The Attendance of Local Authorities Whom IRP Team Met With.....	30
Annex 3: Savings book sample.....	31
Photos of Activities.....	39

EXECUTIVE SUMMARY

This first-quarter report for design and implementation of Income Restoration Program presents a summary, an analysis of baseline survey results and the meeting with local authorities accomplished from July to September 2016. This income restoration program or in-short IRP *under the rehabilitation of NR13 and PR314D project in the Cambodia, specifically in 2 provinces (Prey Veng and Svay Rieng)* will be undertaken over a period of two years. The indicative work plan includes the design and implementation of the sustainable income restoration for affected people by the project, which together account for 120 affected households.

Under the implementation of the project, 71 appointed severely affected households who have been considered eligible for IRP were reached by IRP team with a good collaboration of local authorities to have completely conducted field interview of baseline survey in quarter one, whilst the other 49 households could not be reached by the team and village leaders due to some reasons including extremely terrible roads (muddy roads and roads under construction) during the rainy season, APs being busy working at the garment factory, going to their paddy rice fields and farms or doing their other business. However, IRP team in collaboration with local authorities will continue and try to meet with them in next quarter (quarter two) to conduct and complete final baseline survey. The survey has clearly provided every AH's detail information which can be used wisely for further steps in offering training programs that we think are *suitable in their respective areas as well as in the current market.*

In this first quarter, IRP team conducted official meetings, discussions and consultations with local authorities in the appointed areas to introduce about the background, purposes, objectives and future activities of the program which will be implemented in their area by the team. More importantly, the team mentioned that two training programs (on-farm and off-farm) will be offered to every affected household when they have already been formed in a Self Help Group. IRP team also discussed closely with village leaders to explore and know more about living conditions and life style of their people and to ask them to help encourage their people to provide specific information pertaining to their socioeconomic situation regarding specific livelihood skills which may need to be developed or strengthened. As a result, the village leaders reported that it was very dusty in dry season and very muddy in rainy season which made it very difficult for garment factory workers go to work. Moreover, they said that before the project started living conditions of people were better than those in the current time due to inaccessible road for traveling and doing business. In terms of the training programs which IRP team had informed and well explained, the officials recommended that the team should arrange *agricultural training courses rather than technical and vocational training courses since most adults are more willing to go to the garment factories.*

The Project Team is fully aware that a successful Income Restoration Program requires the adoption of a holistic approach and that the training plan for the program must be well prepared. A comprehensive training program strategy for the income restoration program will address the needs of all the APs and be coordinated by various NGOs and other micro-finance agencies. It is extremely crucial that the project team must work closely with all parties involved in the program both at the policy level, donors, local authorities, NGOs, APs, related individuals and organizations and under the supportive supervision of General Department of Resettlement (GDR) of the Ministry of Economy and Finance.

I. PROJECT BACKGROUND

The Rural Roads Improvement Project aims to rehabilitate an aggregate of approximately 176 km of provincial road (PR) 314D, national road (NR) 13, PR150B, NR53, and PR151B, located in Prey Veng, Svay Rieng, Kampong Chhnang, and Kampong Speu provinces, to paved condition to provide a safer, cost-effective provincial road network with all-year access to markets and other social services for provincial centers of southeastern and mid-western Cambodia. The Project is financed through a loan from the Asian Development Bank (ADB). The Ministry of Public Works and Transport (MPWT) is the Executing Agency. The major impacts caused by the Project in the rehabilitation of PR150B, NR53, and PR151B include demolition of structures used for residence and business, and acquisition of occupied land in the road right-of-way (ROW).

Based on the results of DMS conducted on January – August 2014, a total of 120 HHs will be eligible to participate in the Income Restoration Program which will be developed and implemented for AHs severely affected by the loss of their productive assets or main structures, landless AH, and AH falling under vulnerable group. Those are (i) 2 HHs losing 10% or more of their productive agriculture land; (ii) 67 HHs headed by elderly; 51 HHs headed by women.

Figure 1: National Road 13 of 62.432km



Figure 2: Provincial Road of 25.469km



II. SCOPE OF INCOME RESTORATION PROGRAM

Svay Rieng and Prey Veng are the provinces to be covered under the Income Restoration Program. The Term of Reference (TOR) has indicated that there are totally 120 households (Svay Rieng consisting of 116 AHs and Prey Veng consisting of 4 AHs) which are severely affected by the rehabilitation of the Project in the rehabilitation of NR13 and PR314D and

hence would need to be included under the design and implementation of income restoration program as shown in *Table 1*. The Project Team including the team leader, assistant team and field staff have already met some of the eligible AHs for assessing their socio economic situation as a consequence of the rehabilitation of NR13 and PR314D and their inclusion in the income restoration program designed to address their specific needs.

The income restoration program (IRP) envisaged for the severely affected and vulnerable households will focus on the provision of alternative or supplemental livelihood activities that will be designed with the AHs by the NGOs/Agency to be hired for the program. Said alternative or supplemental livelihood activities will be supported with skills training.

The Project Team then undertook a comprehensive socio-economic and needs assessment with all affected people using the survey form prepared by the team and consultation with local officials, commune and village leaders as shown in *Annex 2*. The majority of the families were met and interviewed by the Team following the assistant from the local officials, commune leaders, village leaders, and other. Some families, however, could not be reached by the Team, even though the Team has tried very hard, spent a lot time waiting and used every possible means. And some other households could not be identified by the village leaders.

i. Geo-demographic Profile of the AHs

Svay Rieng, with a population of 482,785, is a province bordered by Prey Veng province to the West and surrounded by Vietnam to the north, east and south. It is geographically a Cambodian southeast province which is 124 Kilometres from Phnom Penh. As shown in Table 1, in Svay Rieng, 116 AHs have been affected by the rehabilitation of PR314D and NR13, residing in 5 districts and 15 communes. Those districts are Romeas Haek, Rumduol, Krong Svay Rieng, Svay Teab and Kampong Rou.

Prey Veng, with a population of 947,357, is a province is bordered by Kampong Cham to the northwest, Tbong Khmum to the northeast, Kandal to the west, and Svay Rieng to the east and by Vietnam to the south. It is crossed by two major rivers of the country namely the Mekong River and Tonle Bassac. As shown in Table 1, in Prey Veng province, Kamchay Mea district, Krabao commune, only 4 AHs have been considered eligible for the IRP program due to their affected properties by the project of NR13.

Table 1: Number of Eligible Affected Households by Location

Province	District	Commune	<u>Total</u>	Road
Prey Veng	Kamchay Mea	Krabao	4	NR13
Svay Rieng	Romeas Haek	Andong Trabek	2	
		Kampong Trach	19	
		Andong Pou	3	
		Angk Brosrae	4	
	Rumduol	Kampong Ampel	3	
		Chrong Popel	7	
		Sangke	4	
		Kampong Chork	5	
	Krong Svay Rieng	Sangkhor	15	

	Svay Teab	Kandiang Reay	3	PR314D
		Brosotr	9	
	Kampong Rou	Preah Ponlea	2	
		Kho	22	
		Ksetr	3	
		Thmei	15	
Total			120	

III. THE INCOME RESTORATION PROGRAM

3.1 Project Strategy

Generally, the overall strategy of the IRP is to stabilize the livelihood or sources of sustenance for AHs by focusing on diversified to generate or improve income while facilitate AHs with knowledge and skills for long-term livelihood production and management. Specifically, the income restoration program under the rehabilitation of NR13 and PR314D project in the Cambodia (Svay Rieng and Prey Veng) will be undertaken over a period of two years. The indicative work plan includes the design and implementation of the sustainable income restoration for affected people by the project, which together account for 120 severely affected households.

The indicative work plan includes carrying out situational and needs assessment surveys to be served as baseline studies to identify and substantiate key areas for action, as well as the means for achieving the desired outcomes, designing IRP and SHG establishment, SHG follow up and problem solving, the provision of training programs, practice & apply their training skills to actual business activities, conduct of SHG Audit and preparation of exit strategy, conduct of Post-Evaluation Survey (results framework), and follow up activities and final evaluation.

The Project Team is fully aware that a successful Income Restoration Program requires the adoption of a holistic approach and that the training plan for the program must be well prepared. Thus, it is important that such a holistic approach is incorporated through better understanding as well as effective planning and budgeting. A comprehensive training program strategy for the Income Restoration Program will address the needs of all the APs and be coordinated by various NGOs and other micro-finance agencies. It is extremely crucial that the project team must work closely with all parties involved in the program both at the policy level, donors, local authorities, NGOs, APs, and related individuals and organizations and under the supportive supervision of the General Department of Resettlement (GDR) of the Ministry of Economy and Finance.

3.2 Objectives

3.2.1 General Objective

Objective of the IRP are to (a) maximize the use of remaining productive lands for food production; (b) create occupational opportunities through vocational trainings and job creating; (c) provide technical advice for those who want to venture into business. It will also include capacity building interventions for local authorities and mass organizations in program management and implementation.

3.2.2 Specific Objective

The specific project objective is to restore or improve the socio-economic conditions of the total of severely affected and the vulnerable households by means of: (i) provide special assistance to severely affected & vulnerable households; (ii) provide opportunity of employment; and (iii) supplemental livelihood activities to be designed.

The main purpose of this report is to follow up and report for the IRP of the Project in the rehabilitation of NR13 and PR314D and valuated the training program that is suitable for the current situation of local market and their capability to join the new setting training IRP activities and to review the current socioeconomic conditions, skills, strengths and weaknesses of the affected persons (APs) losing out their household assets and capacities because of the Project in the rehabilitation of NR13 and PR314D and set out the strategy and key steps involved in the implementation of the income restoration program for the severely affected households (AHs) a defined in the agreed 2014 project RP. The report also specifies the various activities and actions commencing with the review of existing documents and development of tools and materials for training needs assessment, organization of the training programs and delivery of key project outputs based on the specific tasks specified in the project TOR. This Inception report describes the project approach and methodologies, self-help group formation and organization, organization of training program, financial bank credit assistant, a detailed work plan, and terms of reference for the project.

3.3 Activities

Main activities of the IRP are: (i) provide appropriate technology for AHs whose remaining lands are still viable to implement effective livelihood models or having demand to start their business/service; (ii) organize additional training courses to ensure full skill obtained and (iii) provide consultation on suitable training courses, job introduction, business opportunities to set the link between these mentioned-above factors. Other aids for enterprises/firms recruiting project labors, especially ones providing practical trainings to labors will also be taken into account. All the supports for conducting different activities of the IRP will be directly to the responsible organizations or agencies which the activities are taken place.

3.4 Project Approach & Methodology

The methodology proposed under the project is based on a combination of the needs assessment and income restoration approach, constant consultation with stakeholders, and implementation of best practices. In accordance with the terms of reference and the project proposal, the approach and methodology (see Figure depicted below) will utilize the needs assessment instrument, consultations, and training activities, focusing on the improvement of living conditions and provide necessary skills for the affected people. These include:

- a. Review all related and existing documents regarding the rehabilitation of NR13 and PR314D project and those severely affected households in all the two designated provinces: Svay Rieng and Prey Veng.
- b. Consult and desk review with project-concern officers on project issues and seek possible recommendation on way forward
- c. Prepare situational and needs assessment survey instrument and pre-test the instrument as well as submit the instrument to the project concern officers for endorsement.

- d. Conduct field visit to the respective areas of all 120 targeted APs within 2 different provinces (Svay Rieng: 116 APs, and Prey Veng: 4 APs) to:
 - analyze of their existing sources of livelihood to serve as a baseline data on pre-Project incomes and living standards and as an evaluation measure for the achievement of the project at its end.
 - detail profiles of the severely affected households and their members including: information on gender, age group, education, productive skills, household size, and livelihood preference.
 - identify of key socio-economic problems facing the participating AHs and suggestions on ways and means to help them overcome said problems.
 - learn about their needs and preferences in their living condition improvement and livelihood activities
 - observe and witness their current living conditions, challenges and needs as well as to consider possible means that would allow them improve and generate incomes.
- e. Consult with key stakeholders in the designated provinces both provincial departments and NGOs in the project area for possible recommendations and effective intervention. The meeting and consultation aim at identification of employment opportunity & skills needed for APs in the project area and possible intervention in the rehabilitation of the railway project.
- f. *Establish and form self-help groups (SHG) of the participating APs, the grouping could be people living in the same village or commune and/or nature of livelihood activities. Activities in the formation of the self-help groups will include:*
 - Organize initial meeting to each location, each meeting consists of around 20 to 30 participants which prefer them to/as two groups to be setup. The meeting will facilitate all participants to initiate and identify their own group members. The meeting would preferably be with the women of the target group and discuss:
 - Objectives of Self Help Groups
 - What a Self Help Group is
 - Operating principles
 - Weekly meetings
 - Management Committee
 - Regulations
 - End of the year distribution of profit
 - Provide technical support to each group in the formulation of internal groups' regulation, principles, and its vision with the participation of all group's members from each group.
 - Facilitate the meeting to support the each SHG in the formulation of internal group regulation, principles, and its vision. The meeting consists of one day for each group. Support the group in electing their management committee by ballot.
 - Explain that the group will write its own regulation. Guide them through the example regulation and make them decide on
 - the amount savings that the members will deposit every month
 - the loan term

- the interest rate on loans
- the time and place of the monthly meeting
- Provide training to all SHGs' committees on the group management, leadership and organizational and financial management for officers;
- Provide training to all SHGs' committees on simple bookkeeping, capital management, and minutes taking and group's report writing.
- Provide needed guidance and support to the officers of the self-help groups
- SHG follow up, monitoring and support
- g. Identify the appropriate livelihood activities for all severely APs to participate in the program.
- h. Provide training program and activities to all participating APs.
- i. Assist in identifying and encourage the appropriate livelihood activities for each AP household based on the skill acquired, knowledge and resources of each member and that of their self-help groups and that will ensure that the household has the capacity to provide for its daily sustenance.
- j. Identify existing or planned programs of the Government, NGOs, and other agencies operating in the project area for possible link-up to the IRP.
- k. Prepare a gender strategy that will enhance opportunities for women to participate in the decision-making process and to learn new skills for use in their chosen livelihood activities.
- l. Assist APs in setting-up their respective financial and credit management policy, system and procedures.
- m. Continue to provide follow up activities & on-going support to APs in applying their skills to business activities to make sure that APs are self-sustain and self-dependent in generating their incomes.

3.5 Establishment of Self-Help Group (SHG)

3.5.1 Concept of SHG

The concept developed by various organizations in Cambodia for resettlement projects, for reintegration of migration groups and other vulnerable group to assist in restoring their livelihood and it found feasible for disadvantage community in all rural areas. Traditionally, SHGs have been set up by communities with different arrangement to support the community needs such as pagoda committee, an association of people formed to undertake specific tasks, and the traditional solidarity groups. They are usually formed on their own, and function based on certain norms developed by themselves.

SHG is defined differently for different purposes. For the purpose of resettlement activities, the SHG could be defined as a small autonomous, non-political group of people living in the same vicinity of near each other and sharing common concerns, who come together voluntarily to work for their mutual personal, social and economic development.

All members are responsible for the obligation of their groups and needs to participate actively in the group activities. The SHG can be last very long or short depending on dynamic of socio-economic conditions.

3.5.2 The basics of Self Help Groups

- Self Help Groups are groups of 15 to 30 women or men who want to improve their living conditions by setting up their own savings and loan fund.
- The fund is owned by the group and consists of the savings of the members. The fund is used to make short-term loans with interest to members. The profit of the fund (i.e. the interest on loans plus fines) is divided to the members of the group at the end of the year.
- The group comes together every month to collect savings and to give out loans. The members of the group choose where the meetings are held. The important thing is that the location is big enough for all the members and quiet. The meetings should be short and at a convenient time for everyone.
- The participation of all the members in the meeting is important. The attendance of all the members guarantees the correctness of the accounts and the success of the group.
- The members of the group will elect a management committee of at least 3 members: a president, a person responsible for the savings and loan administration, and a person responsible for agricultural and vocational training.
- The project will train the management committee in basic accounting:
 - A book in which the monthly savings of all members are written down
 - A book in which the loans and loan repayments are written down
 - A cashbook in which the total amount of money in the fund is written down
- Apart from this, all the members will have their individual savings and loan book.
- It is the responsibility of all members:
 - To deposit the same amount of savings every month
 - To pay their loans plus interest back on time
- If the members cannot carry this responsibility, the group will not be successful. It is therefore important to select members who are reliable.
- The group will make some decisions, which will be written down in the group regulation, such as:
 - The amount of savings that all members will contribute every month
 - The loan term
 - The interest rate on loans
 - The amount of fine for late repayment
 - The amount of fine for non-attendance without good reason
- The group will keep some cash at hand at all times for emergency loans. Emergency loans are loans that can be given any day of the month to group members who have a sick person or an accident in the family, and need money urgently. Emergency loans are free of interest.
- At the end of the year, all of the loans need to be paid back. During the last meeting of the year, the members will receive their part of the profit. They can jointly decide:
 - To keep the savings plus profit in the fund
 - To keep the savings in the fund and take the profit home (recommended)
 - To take the savings and profit home and start again.

3.5.3 Main characteristics of SHGs

Small Group: The concept encourages formation of small groups in order to enable effective participation of all members. Generally groups with members ranging from 15 - 20 have found to be very effective. If the size is too small, it may result in less seriousness among members of the group.

Homogeneous: *If the members belong to the same social and economic strata, if they have similar concerns, and if there is a natural affinity among them, it becomes very easy to work as a group.*

Functional and fully participation: The group has to meet regularly, at least twice a month. All members need to attend all meetings.

Autonomous: *The groups are autonomous in their functions. They operate base on their own bylaws, rules and regulation. All members meet together and decided the rules and regulation based on concerns. The group is accountable to itself in terms of its functioning.*

Collective Leadership: Though the groups have a Representative, Assistant and Treasurer, the office bearers cannot take any involvement in on their decision. All decisions are made in the group meetings when all members are present. All decisions are therefore made in consensus. The position of the office bearers is seen more as responsibility than as power. Nevertheless, the office bearers are rotated regular basis to avoid concentration of power in the hands of a few.

Membership Voluntarily: The group forms on its own based on the concept explained to them. Membership in a group is to be decided between the prospective member and the other members of the group, and not by anybody else.

Non-Political: The SHGs expressly state that they will not discuss any political agenda. Here politics means party-related politics. Members are free to have their own political affiliation, which may differ from member of member within the group. Their issues, however, are not discussed in the group meeting.

Mutual Help: The SHGs strive for the personal social and economic development of the members, though mutual help.

Regular Savings: The SHGs focuses on savings and credit activities for mutual help. Saving is not from surplus, but from whatever little the members can put aside from their consumption. The group members collectively decide the size of the amount saved and the frequency of saving.

Interests of SHGs vary depending on their needs. It is necessary to introduce interests of at least at two levels:

- Community level needs which shall include collective interests for community such as water and sanitation, health, education and improvement of other social activities.
- Household and individual needs which may include food security, clothing, shelters, and access to credit, self-confidence and social recognition which can be addressed by small group rather than whole community.

3.5.4 Specific Approach for Setting up SHGs

1. **Public awareness of benefits of SHGs:** It is important to inform community about the benefit of SHG to encourage their participation in the process. A guideline for public communication and awareness will be developed using simple Khmer

words easy to understand by all type of people in Community. The general principle of the SHG will be included in the public communication guideline.

2. Identification of membership in the group shall be voluntary. All members of a group have to mutually agree to work with each other. The team will facilitate identification of membership but will avoid influent in the process.
3. Building leadership for group leader is essential. The whole group is responsible and accountable all decisions which need to ensure that all functions are performed out smoothly. It needs to ensure that the group leader will not make any decisions unilaterally in the leadership; it should be in consensus through *meeting with majority of members attended. The leadership group could include a Chief, Secretary and Accounts.* Detail tasks and responsibilities of the leadership group and members will be defined and communicated to all SHGs.
4. Assist in establishing bylaws and norms to carry out their tasks smoothly and with greater efficiency. Bylaws are made for their own convenience and not to create obstacles. The SHGs formulate their own rules and regulations. This is an expression of the group's autonomy.
5. Assist each SHG to identify purpose and goals by providing them as much as possible most relevant information.
6. *Assist in setting up savings and credit activities appropriate for SHGs because they meet important needs of the members and foster a high level of self-reliance.* It generally needs revolving funds to help establish saving/credit funds for each SHG. These revolving funds will be managed through a commercial bank account, possibly ACLEDA bank and the team will help to negotiate with the Bank to get *most benefit on fee charges and minimum deposit.* In fact, this saving is small SHGs is not really savings in a conventional way. It is not money kept aside for a specific purpose. It is not even available to withdraw at all.
7. The team will assist the SHGs to make their rules that all members save regularly and equally.
8. Assist in establishing bookkeeping. Apart from help in maintaining records of the various activities of the group, the book also helps in making the group more transparent. These may include:
 - Saving book, to maintain the saving detail of members
 - Cash-book, to record all monetary transactions of the group
 - Loan ledger, to record loan particulars of each member
 - Individual savings and credit pass book, given to each member of the group

3.5.5 Training to SHG

Training is an important for capacity building. This will include both informal and formal ways of training. Informal training takes place in the routine meetings of the SHGs, in the form of on-the-job learning, of book keeping, facilitation group meeting, and through discussion on topics of interest.

Formal training, on the other hand, is deliberately planned sessions, based on a joint analysis of the training needs. The training may involve sessions on various aspects of the group dynamics such as meeting facilitation, decision making, leadership, problem solving and conflict resolution, and on credit management and book keeping.

Curriculum for training will be developed based on the needs identified during the needs assessment. Some curriculums already exist but may need to adapt to knowledge of participants.

It is also aimed at creating awareness on the social and personal development aspect. Basic knowledge of human rights, gender, ecology and environment, and any other issues will also provide to the members as appropriate.

3.6 Ensure Financial Sustainability Through Networking With Local Financial Institutions

The team will help to establish network with financial institutions to allow SHGs to access affordable credit as required for their group. It will be necessary to explain requirement for accessing credit from financial institutions, helping them to prepare proper documents, show transparency management. It is unavoidable that additional funds are needed when the groups are grown up.

IV. INCOME RESTORATION PROGRAM ACHIEVEMENT

4.1 Field Interview with AHs

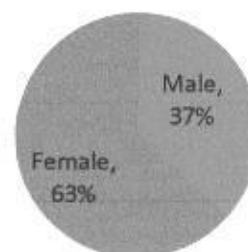
The Project Team undertook a comprehensive socio-economic and needs assessment with the affected people by using the survey form prepared by the team attaching in *Inception Report* and consultation with local officials, commune and village leaders as shown in *Annex 2*. The majority of the families were met and interviewed by the Team following the assistant from the local officials, commune leaders, village leaders or sometimes deputy village chiefs. Some families, however, could not be reached by the Team even though the Team had tried very hard, spent a lot of time waiting and used every possible means.

Concerning the real proportion of the AHs in Svay Rieng province (of 116 AHs) and Prey Veng province (of 4 AHs), 71 AHs out of the targeted 120 AHs have been interviewed and consulted whilst the other 49 households could not be reached by the team and village leaders due to some reasons including extremely terrible roads (muddy roads and roads under construction) during the rainy season, APs being busy working at the garment factory, going to their paddy rice fields and farms or doing their other business. However, IRP team in collaboration with local authorities will continue and try to meet with them in next quarter (quarter two) to conduct and complete final baseline survey.

4.1.1 Gender of AHs

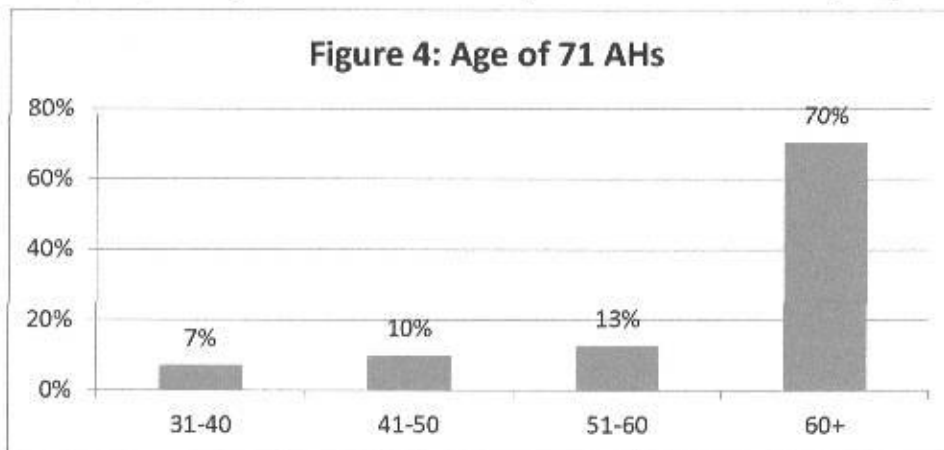
Of 71 affected households who were interviewed, 26 AHs which is equal to 37% are male-headed households while 63% (or 45 AHs) are female-headed households. (See *figure 3*)

Figure 3: Gender of 71 AHs



4.1.2 Age of AHs

With regards to AHs' age, the number of elderly headed households has significantly surpassed over AHs who are aged below 60. As shown in the *figure 4*, 70% or 50 AHs of 71 AHs are elderly who mostly stay at home just to take care of their grandchildren and to do some housework or are completely unable to do anything. Apart from that, only 5 AHs (7%) aged below 40 are currently leading the family, while the other leading 7 AHs (10%) and 9 AHs (13%) are aged between 41 and 50, and between 51 and 60, respectively.

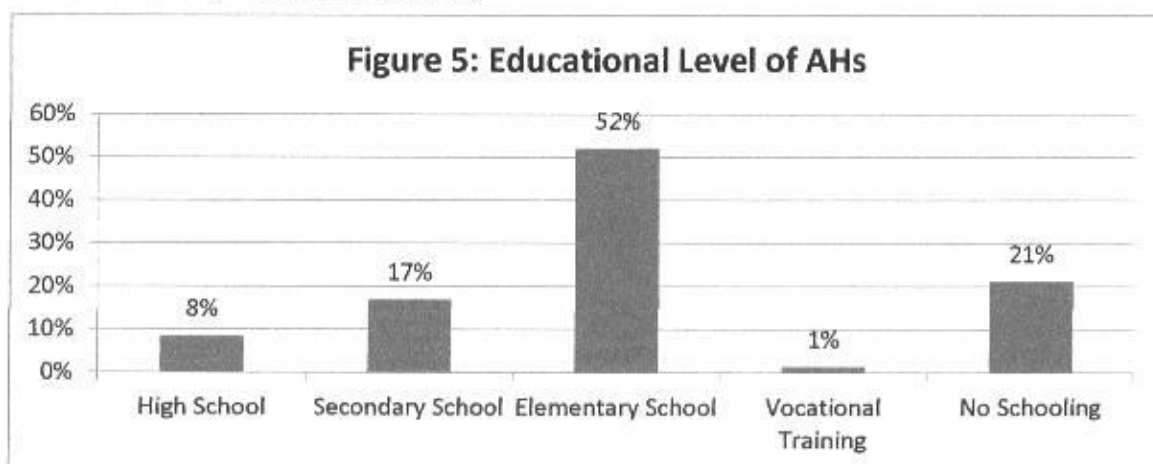


4.1.3 Citizenship of AHs

In terms of the citizenship of the 71 interviewed AHs, we have found that they are all Khmer and follow Buddhism. Hence, we might use this information easily to prepare suitable training courses for their potentials regardless of religions or cultures.

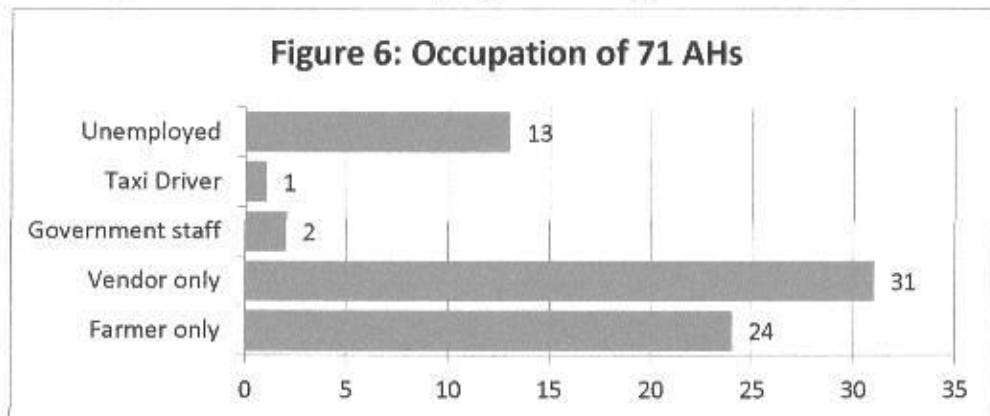
4.1.4 Level of Education of AHs

With the education of AHs indicated in *figure 5*, IRP team has found that over half of interviewed AHs have low education, which should result in the training for AHs having to be very simple and easy to understand. Of all the heads of household, there are only 8% or 6 AHs who have reached high school and 17% who have reached secondary school while most of them (52%) are at elementary level followed by 21% who did not attend school and 1 AH was offered only vocational training.



4.1.6 Occupation of AHs

In the *figure 6*, 24 AHs (or 34%) of 71 AHs are farmers who rely on rice farming and livestock, and 31 AHs (44%) are vendors or doing small businesses which can make their living condition just a bit better while only 2 percent are government staff, tailor and barber.



However, 13 AHs (equal to 18%) out of 71 AHs are housewives, elderly and unemployed who only stay at home, look after their children/grandchildren, and are incapable to work, unable to earn money as well as to ease their family's burden; therefore, they are mostly relying financially on their children or other members in the family.

4.1.7 Monthly Income of AHs

Under the survey purposes, the affected household income included earning and receipts from all sources received by all households. Participants in the economic activity include employers own account workers, employees or unpaid family workers, rentals (house, land, equipment, etc.) or recipient of pensions, grants etc.

Table 2: Monthly Income of AHs in USD

Monthly Income of AHs (USD)	Number of AHs	Percentage (%)
<100	22	31.0%
100 - 200	13	18.3%
200 - 400	21	29.6%
400 - 600	6	8.5%
600 - 1,000	5	7.0%
1,000 - 2,000	4	5.6%
Total	71	100%

Based on the study in the areas affected by the implementation of the project, a significant number (31%) of 71 affected households have earned monthly income less than USD 100, while 18.3% have been reported that their monthly income is between USD 100 and USD 200. On the other hand, regardless of the project impact, 45.1% of all AHs can earn between 200 USD and 1000 USD a month and 5.6% can make more than 1000 USD every month. *(See Table 2)*

4.1.8 Recourses of AHs

In *Table 3*, 70% out of the 71 AHs own other land for farming or growing rice to count on while only 11% possess agricultural equipment. However, 96% of AHs own household facilities while only 24% own business facilities. Just over half of them have both trees and animals which sometimes can be sold to deal with daily expense or any urgent needs.

Table 3: Resources of AHs

Resources of 71 AHs	Number	Percentage (%)
Landholding	50	70%
Household facilities	68	96%
Animal owning	41	58%
Tree	43	61%
Agricultural equipment	8	11%
Business facilities	17	24%

4.1.9 House Type of AHs

Concerning AHs' housing categories, 62% of the roofs are built of Zinc and Fibro. There is 35.2% of roofing tile and only 2.8% of concrete while there is no thatch roof.

Table 4: Building Materials

Construction Material	Roof		Wall		Column		Floor	
	No.	%	No.	%	No.	%	No.	%
None/Earth	-	-	-	0.0%	-	-	4	5.6%
Thatch	-	-	3	4.2%	-	-	-	-
Zinc/Fibro	44	62.0%	17	23.9%	-	-	-	-
Small wooden pillar	-	-	-	-	11	15.5%	-	-
Wood/Plywood	-	-	15	21.1%	13	18.3%	31	43.7%
Bamboo	-	-	9	12.7%	-	-	5	7.0%
Roofing Tile	25	35.2%	-	-	-	-	-	-
Floor Tile	-	-	-	-	-	-	7	9.9%
Mortar	-	-	-	-	-	-	24	33.8%
Concrete	2	2.8%	-	-	9	12.7%	-	-
Brick	-	-	21	29.6%	-	-	-	-
Brick & Wood	-	-	4	5.6%	-	-	-	-
Concrete & Wood	-	0.0%	-	-	33	46.5%	-	-
Mixed Materials	-	-	2	2.8%	-	-	-	-

Regarding to other components, brick walls comprise of 29.6% of all households while 23.9% are of thatch and zinc/fibro and 21.1% of walls are made of plywood. Only 5.6% are of brick and wood for the lower part and upper part in its order. Following that, 12.7% of roofs are made of bamboo while 4.2% and 2.8% are of thatch and mixed materials, respectively.

In terms of the supports of the structure, concrete-wood column takes the largest proportion which is equal to 46.5% of all studied houses, followed by wooden pillar which comprises approximately 18.3%. Not quite different, the columns made of small wooden pillar are around 15.5% while column made of concrete are just 12.7%. Last component to be considered is its floor which has been found five types including earth, plywood, bamboo, tile and mortar. Of all floors, wood/plywood takes the largest number which is of 43.7% while the smallest number is earth floor which are built for only 5.6%. The remaining 33.8%, 9.9% and 7.0% are mortar, tile and bamboo in consequence.

4.1.10 Household Assets of AHs

In terms of household assets in the studied areas, we have found that motorcycles are conveniently and commonly used in urban and rural areas nowadays. In the study, it reveals that around 71.8% of interviewed households have motorcycles and 62% own bicycles. Only a small number of Households have vehicles, at about 9.9%, and 4.2% have personal computers. The survey also indicated that most of the AHs have TV/VCR and cell phones while just 23.9% have tape recorder. However, there is no bamboo rail train, Tuk Tuk and horse cart belonged to AHs in those areas. Also, all the interviewed AHs confirmed that they do not use washing machine and sewing machine in their daily life.

Table 5: Household Assets

Household Assets (of 71 HHs)	Number of HHs possessing assets	Percentage (%)	Number of Assets
Vehicles	7	9.9%	30
Bamboo rail train	0	0.0%	0
Motorbike	51	71.8%	76
Bicycle	44	62.0%	67
TV/VCR	59	83.1%	66
Computer	3	4.2%	3
Mobile phone	61	85.9%	124
Tape recorder/Radio	17	23.9%	17
Washing Machine	0	0.0%	0
Sewing Machine	0	0.0%	0
Horse cart/Tuk Tuk	0	0.0%	0
Followed tractor	1	1.4%	1

4.1.11 Livestock of AHs

At rural area, people rely on feeding animal for a part of their earnings. Chickens and cows play a big part in improving income of people along the affected area.

Table 6: Livestock

Livestock	Number of HHs possessing animals	Percentage (%)	Number of animals
Cow	15	21.13%	60
Buffalo	7	9.86%	15
Chicken/Duck	37	52.11%	428
Pig	8	11.27%	91

As seen in the [table 6](#), the number of households raising chicken and duck is 52.11% or 37 of 71 AHs, followed by the number of AHs feeding cows which are 15 households or just around 21.13%. Somehow, pig is also one of the main livestock which they count on for once easing their burden. As studied, 8 households have pigs and similarly 7 households have buffaloes which equal 9.86% of all the interviewed AHs.

4.1.12 Loan Sources of AHs

Generally, living conditions of people in the rural are different from one to another due to many causes including project impact. Therefore, households in the project area have access to credits or loans from various agencies, both private/official and non-official credit institutions to improve their daily life or to deal with daily expenses. In this survey of the first quarter for 71 AHs, there are 25 of them having access to the loan from different sources for various purposes.

Table 7: Sources of loan

Loan Provider	Number of HHs	Percentage (%)
Bank/Government	11	44.00%
Microfinance/NGOs / Society	9	36.00%
Credit provider	4	16.00%
Relatives	1	4.00%
Total	25	100.00%

The credit sources of the 25 AHs include: 44% from Bank/Govt., 36% from Microfinance Institutions or NGOs, 16% from Credit providers and only 4% from their relatives.

4.1.12 Loan Purposes of AHs

In general, households require loans for various purposes such as for farming, health treatment, starting/expanding business and supporting family.

Table 8: Purposes of Loan

Purposes of Loan	Number of HHs	Percentage (%)
Food Consumption	2	8.00%
Health Care	4	16.00%
Schooling Costs	3	12.00%
Building/Repairing house	5	20.00%
Ceremony/Wedding	2	8.00%
Improving Business/Livestock/Farming	12	48.00%
Supporting family members/Buying equipment	3	12.00%
Restoring income due to project impact	4	16.00%

As shown in Table 8, most households (48%) get access to loans for expanding or improving their businesses, buying and taking care of their livestock and dealing with farming expenses, while 20% are the purposes of supporting family members and buying appliances or equipment for the sake of their family members while other purposes are of 20 % which are for building or repairing shelters. However, they also receive loan to cope with their daily expense including food and school fee which comprise of 8%. Similarly, health care is also crucial to compulsorily think of which is equal to 16% and it was found the same needs to restoring AHs' income due to project impact followed by ceremony/wedding, 8%.

4.1.12 Training Need for AHs

The affected people have less interest in sale and money management strategies because they do not understand how useful and helpful it is for their daily life in terms of budget management. Consequently, the training team needs to encourage and explain to AHs about the sale and money management strategy to understand that it is part of how to save their incomes and reduce other unnecessary expenses.

Figure 8: Training Programme Interested By AHs

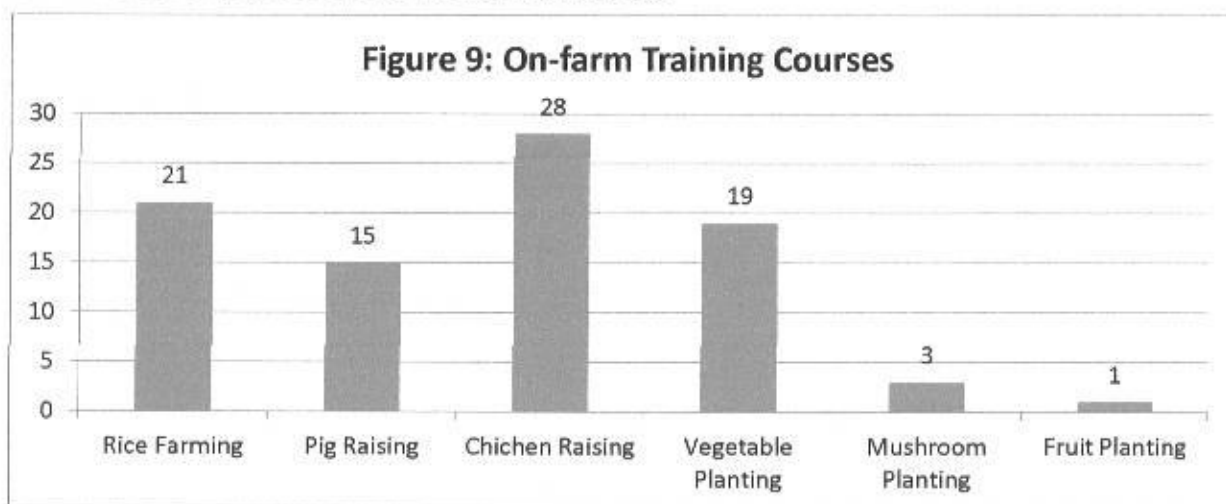


As a result, the team has collected the information related to the training program which AHs are interested in. As shown in the **figure 8**, 35% of AHs are interested in Agricultural Training or On-Farm training since they own some plots for growing agricultural crops and a number of livestock. Second main interesting training program is Vocational and Technical Training, so called Off-Farm Training, which is made up of 29%. However, there is only 2% who are interested in Sale and Marketing Strategy which is actually very essential to do or expand their business. On the other hand, though the team had explained all the above-mentioned training programs to the AHs, some of them still have not decided to choose the specific one which resulted in some (31%) choosing both agricultural and vocational training programs. Yet, they confirmed that they would clarify to choose only one later on when they have already discussed with their family members as well as the one who is going to attend the training. Whatsoever, 21% have been reported that they would not attend the training program due to some reasons as follows:

- There is no available member to join the training or they live alone.
- The heads of household themselves are aged so that they could not be capable in being trained.
- Their family members are already employed or have their own business, which led to have no available time or no interest in the training.
- Their living conditions are already much better or improved regardless of the project implementation.

4.1.13 On-farm Training for AHs

After having discussing with affected households, we have learnt that AHs are really interested in the training courses which have been explained. Some of them were interested in more than one training course while some were not sure yet. Thus, we found that they are so much interested in chicken/duck raising and rice farming training courses which account for 28 households and 21 households, respectively.

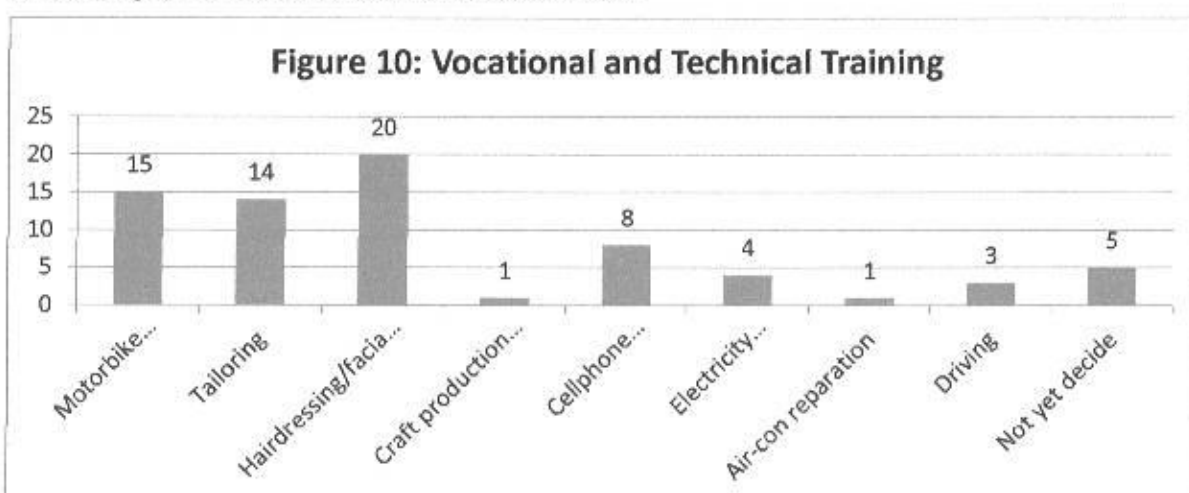


Likewise, they also have great interest in breeding pig and planting vegetable for both commercial purpose and private needs. We can see that, in the **figure 9**, there are 15 households choosing pig breeding training course while the vegetable training course is interested by 19 AHs. The remaining households have more interest in planting mushroom

and fruit planting. Therefore, they requested to offer them with such on-farm training courses in order for them to better their living.

4.1.14 Off-farm Training for AHs

Regarding to off-farm training courses, affected households found that it is very necessary to their community as some concerned fields, particularly motorbike repairing, tailoring and facial make-up, have not been served. Therefore, as shown in the below figure, tailoring, motorbike repairing and facial make-up/hairdresser training courses are much more interesting to the households in the studied areas.



Statistically, 15 AHs are interested in motorbike repairing; 14 AHs in tailoring, 20 AHs in hairdresser/facial make-up, and the remaining in cellphone repairing, driving, air-con fixing, electricity technician and craft producing. However, there are 5 AHs who have not decided on which course they like to take yet but they reported that they would inform later on.

4.2 Meeting and Field Interview with Local Authorities

4.2.1 Meeting with Local Authorities

In this first quarter, IRP team conducted official meetings, discussions and consultations with local authorities in the appointed areas. The team at first made the official appointment with the leaders of concerning areas including district governors and commune chiefs and asked them to invite their village leaders to attend the meetings (*See Annex 2 for the attendance*). The very first thing which IRP team had to do in this first official meeting was to provide them with a mission letter issued by Ministry of Economic and Finance for IRP team to seek assistance and support, and to work in collaboration with local concerning authorities in the further steps for the success of the project.

However, the cores of the meeting were to introduce them the background, purposes, objectives and future activities of the program which will be implemented in their area by the team, to find out number of registered NGOs/agencies and their implementation in the area, to find out major purposes and activities carried out by those NGOs/agencies in the area, to seek help to identify NGOs/agencies which are related with activities of the rehabilitation of NR13 and PR314D, to find out management strategies of the people in the Project area, to find out employment opportunity and skills needed for people in the project area and to seek

advice and recommendations on good ways for helping the APs, and for planning and implementation of the Program.

Moreover, the team mentioned in the meeting that two training programs including agricultural training program and vocational training program, which are known as on-farm and off-farm trainings will be offered to every affected household when they have already been formed in a Self Help Group. It was also added that the training programs which will be provided and hopefully help improve people's living conditions will be fully covered by the project in its period.

4.2.2 Field Interview with Local Authorities

Apart from the meeting, the team also met with village chiefs individually to check and clarify APs' name if they are correct, double or not in attendance in the area. IRP team also discussed closely with village leaders to explore and know more about living conditions and life style of their people and to ask them to help encourage their people to provide specific information pertaining to their socioeconomic situation regarding specific livelihood skills which may need to be developed or strengthened.

As a result, the village leaders reported that it was very dusty in dry season and very muddy in rainy season. Moreover, they said that before the project started living conditions of people were better than those in the current time due to inaccessible road for traveling and doing business. The garment workers along PR314D were usually late to work at Bavet town in rainy season as they went to work by truck every day and sometimes the drivers had to drive very fast even though the roads were so much terrible which could be so dangerous for all their passengers. Otherwise, this would lead to their salary deduction which severely affected their income while some households relied on only the salary from working at the garment factory.

In terms of the training programs which IRP team had informed and well explained, the officials recommended that the team should arrange agricultural training courses rather than technical and vocational training courses since most adults are more willing to go to the garment factories. Meanwhile, the commune officials reported that Provincial Department of Agriculture had distributed agricultural seeds and explained about the farming methods and techniques very well to the people in order to cultivate and grow productively. In addition, all agricultural products were very well sold in the local markets regardless of imports from Vietnam. Finally, they concluded that it would be very helpful if more agricultural training courses were offered to the people in their areas because there always is adequate water for growing.

V. CONCLUSION

Under the implementation of the project, 71 appointed severely affected households who have been considered eligible for IRP have been reached by IRP team with a good collaboration of local authorities to have completely conducted field interview of baseline survey in the first quarter, whilst the other 49 households could not be reached by the team and village leaders due to some reasons including extremely terrible roads (muddy roads and roads under construction) during the rainy season, APs being busy working at the garment factory, going to their paddy rice fields and farms or doing their other business. However,

IRP team in collaboration with local authorities will continue and try to meet with them in next quarter (quarter two) to conduct and complete final baseline survey.

The survey has clearly provided AHs' detail information which can be used wisely for further steps in either suggesting or determining training programs that we think are suitable in their respective areas as well as in the current market. In this quarter, AHs were offered the consultations on their living conditions, business and employment opportunities, personal needs and training course selections. Particularly, the AHs were also encouraged to actively participate in and fully support the program and to provide specific information pertaining to their socioeconomic situation regarding specific livelihood skills which may need to be developed or strengthened.

The Project Team is fully aware that a successful Income Restoration Program requires the adoption of a holistic approach and that the training plan for the program must be well prepared. Thus, it is important that such a holistic approach is incorporated through better understanding as well as effective planning and budgeting. A comprehensive training program strategy for the income restoration program will address the needs of all the APs and be coordinated by various NGOs and other micro-finance agencies. It is extremely crucial that the project team must work closely with all parties involved in the program both at the policy level, donors, local authorities, NGOs, APs, related individuals and organizations and under the supportive supervision of General Department of Resettlement (GDR) of the Ministry of Economy and Finance.

ANNEXES

Annex 1: List of Local Authorities in Svay Rieng province

លេខ	ឈ្មោះអាជ្ញាធរ	ភេទ	លេខទូរស័ព្ទ	តួនាទី	ភូមិ	ឃុំ	ស្រុក	ខេត្ត
អាជ្ញាធរថ្នាក់ស្រុក								
១	ឈឹម ង៉ាភីនី	ប្រុស	071 78 99 878	នាយករងរដ្ឋបាល			ស្វាយទៀប	ស្វាយរៀង
២	ហ៊ុំម ទិត្យមីនា	ប្រុស	097 912 94 84	ប្រធានរដ្ឋបាល			កំពង់រោទ៍	ស្វាយរៀង
៣	សុខា ភាប	ប្រុស	031 69 85 555	អភិបាលស្រុក			រំដួល	ស្វាយរៀង
អាជ្ញាធរថ្នាក់ឃុំ								
១	រាជ្យ សុផន	ប្រុស	071 47 33 619	មេឃុំ		កំពង់អំពិល	រំដួល	ស្វាយរៀង
២	សំ ខេង	ប្រុស	097 2000 872	ស្មៀនឃុំ		កំពង់អំពិល	រំដួល	ស្វាយរៀង
៣	អ៊ឹម សារី	ប្រុស	097 94 51 312	មេឃុំ		អំពិល	មោសលោក	ស្វាយរៀង
៤	សន សារ៉ាន	ប្រុស	097 78 21 697 /016 55 61 36	មេឃុំ		កំពង់ចក	រំដួល	ស្វាយរៀង
៥	អ៊ឹម មកា	ប្រុស	097 56 36 815	ស្មៀនឃុំ		កំពង់ចក	រំដួល	ស្វាយរៀង
៦	អ៊ុក ប៉ាត	ប្រុស	097 97 38 003	មេឃុំ		ប្រសូត្រ	ស្វាយទាប	ស្វាយរៀង
៧	ឈឿក បូរី	ប្រុស	076 97 66 886	ស្មៀនឃុំ		ប្រសូត្រ	ស្វាយទាប	ស្វាយរៀង
៨	កែន ស៊ីឡេន	ប្រុស	097 45 94 042	ជំទប់ទី១		ប្រសូត្រ	ស្វាយទាប	ស្វាយរៀង
៩	សោម ហង្ស	ប្រុស	085 35 50 30	មេឃុំ		ញា	កំពង់រោទ៍	ស្វាយរៀង

លេខ	ឈ្មោះអង្គភាព	ភេទ	លេខទូរស័ព្ទ	តួនាទី	ភូមិ	ឃុំ	ស្រុក	ខេត្ត
១០	វ៉ា សុផាតា	ស្រី	011 267 151 /070 267 151	ស្មៀនឃុំ		ញរ	កំពង់ពោធិ៍	ស្វាយរៀង
១១	គឹម វិទ្យុ	ប្រុស	012 23 07 16	មេឃុំ		ព្រះពន្លា	កំពង់ពោធិ៍	ស្វាយរៀង
១២	ឯន វណ្ណា	ប្រុស	088 60 66 024	ជំទប់ទី១		ព្រះពន្លា	កំពង់ពោធិ៍	ស្វាយរៀង
១៣	អ៊ុំ សាវណ	ប្រុស	088 877 55 10	មេឃុំ		ខ្សែត្រ	កំពង់ពោធិ៍	ស្វាយរៀង
១៤	សំ ព័ន្ធ	ប្រុស	088 50 53 778	មេឃុំ		ថ្មី	កំពង់ពោធិ៍	ស្វាយរៀង
១៥	អ៊ូ សារ៉ាល់	ប្រុស	097 90 13 683	មេឃុំ		សង្កែ	រំដួល	ស្វាយរៀង
១៦	សំ រៀ	ប្រុស	097 62 64 065	មេឃុំ		ជ្រុងពពេល	រំដួល	ស្វាយរៀង

អាជ្ញាធរផ្ទៃក្នុង

១	ទឹម វ៉ែង	ប្រុស	097 72 18 577	អនុភូមិ	អណ្តូងត្របែក	អណ្តូងត្របែក	មោសលែក	ស្វាយរៀង
២	ញាណ ធី	ប្រុស	097 25 36 245	មេភូមិ	ត្រោក	អំពិល	មោសលែក	ស្វាយរៀង
៣	អ៊ុំ ចន្ទា	ប្រុស	097 48 71 099	មេភូមិ	កំពង់ត្រាច	កំពង់ត្រាច	មោសលែក	ស្វាយរៀង
៤	នង សារុន	ប្រុស	097 27 45 559	មេភូមិ	តាត្រាវ	កំពង់ត្រាច	មោសលែក	ស្វាយរៀង
៥	រស់ ជាន	ប្រុស	092 60 33 48	មេភូមិ	អាក្សស្វាយ	អណ្តូងពោធិ៍	មោសលែក	ស្វាយរៀង
៦	ព្រៃ ខេង	ប្រុស	088 62 96 882	អនុភូមិ	អាក្សស្វាយ	អណ្តូងពោធិ៍	មោសលែក	ស្វាយរៀង
៧	ចាន់ សាវាន	ប្រុស	017 24 71 21 /088 94 44 14	មេភូមិ	សំរោង	អង្គប្រស្រែ	មោសលែក	ស្វាយរៀង
៨	សេន ឆេន	ប្រុស	067 33 39 45	អនុភូមិ	ត្រពាំងដំរី	កំពង់អំពិល	រំដួល	ស្វាយរៀង

លេខ	ឈ្មោះអង្គការ	ភេទ	លេខទូរស័ព្ទ	តួនាទី	ភូមិ	ឃុំ	ស្រុក	ខេត្ត
៩	រស់ សាន	ប្រុស	097 897 22 73	មេភូមិ	ក្រូច	ប្រុងពពេល	រំដួល	ស្វាយរៀង
១០	សៅ សុផុន	ប្រុស	071 47 33 619	មេភូមិ	ត្រពាំងគ្រួស	សង្កែ	រំដួល	ស្វាយរៀង
១១	អ៊ុក សុខ	ប្រុស	097 82 28 712	អនុភូមិ	ត្រពាំងក្រែត	សង្កែ	រំដួល	ស្វាយរៀង
១២	គីង លី	ស្រី	097 630 79 41	អនុភូមិ	គោកស្រម៉	សង្កែ	រំដួល	ស្វាយរៀង
១៣	ពេជ ហេង	ប្រុស	088 76 68 791	មេភូមិ	ចក	កំពង់ចក	រំដួល	ស្វាយរៀង
១៤	ជេត ចាន់ថន	ប្រុស	081 26 97 98	មេភូមិ	ព្រៃតាវ	កំពង់ចក	រំដួល	ស្វាយរៀង
១៥	សៅ ហាន	ប្រុស	088 99 70 149	មេភូមិ	អកនាគ	សង្កាត់សង្ឃ័រ	ស្វាយរៀង	ស្វាយរៀង
១៦	ជឿប សាខន	ប្រុស	097 61 42 938	មេភូមិ	ពត្តា	សង្កាត់សង្ឃ័រ	ស្វាយរៀង	ស្វាយរៀង
១៧	មាស យ៉ាម	ប្រុស	097 220 50 26	មេភូមិ	ផ្លួត	សង្កាត់សង្ឃ័រ	ស្វាយរៀង	ស្វាយរៀង
១៨	សំ សាម៉េត	ប្រុស	097 99 09 556	អនុភូមិ	ផ្លួត	សង្កាត់សង្ឃ័រ	ស្វាយរៀង	ស្វាយរៀង
១៩	ម៉ុក សាវុធ	ប្រុស	088 41 555 43	មេភូមិ	ប្រសូតទី១	កណ្តៀងរាយ	ស្វាយរៀង	ស្វាយរៀង
២០	រៀម ឌុក	ប្រុស	071 25 92 610	មេភូមិ	ប្រសូតទី២	កណ្តៀងរាយ	ស្វាយរៀង	ស្វាយរៀង
២១	ពៅ សុយា	ប្រុស	088 79 35 627	អនុភូមិ	ទួលត្របែក	ប្រសូត្រ	ស្វាយរៀង	ស្វាយរៀង
២២	ប្រាក់ សុភាព	ប្រុស	071 87 69 640	មេភូមិ	ទួលត្របែក	ប្រសូត្រ	ស្វាយរៀង	ស្វាយរៀង
២៣	តឹក ជន	ប្រុស	088 46 26 280	អនុភូមិ	អង្គតាមោត	ប្រសូត្រ	ស្វាយរៀង	ស្វាយរៀង
២៤	ពុត សាម៉េ	ប្រុស	097 35 98 947	មេភូមិ	ពោធិ៍រុង	ប្រសូត្រ	ស្វាយរៀង	ស្វាយរៀង
២៥	នួន ជល	ប្រុស	088 28 28 582	មេភូមិ	ត្រពាំងឈ្នួល	ញរ	កំពង់ពាទី	ស្វាយរៀង
២៦	រៀ សៀ	ប្រុស	097 71 30 148	មេភូមិ	ពាទី	ញរ	កំពង់ពាទី	ស្វាយរៀង

លេខ	ឈ្មោះអង្គការ	ភេទ	លេខទូរស័ព្ទ	តួនាទី	ភូមិ	ឃុំ	ស្រុក	ខេត្ត
២៧	សេក ញឹម	ប្រុស	071 22 13 471	អនុភូមិ	រោទ៍	ញាវ	កំពង់រោទ៍	ស្វាយរៀង
២៨	ចាន់ ឃុំង	ប្រុស	088 63 00 153	មេភូមិ	ឫស្សីអម	ខ្សែត្រៃ	កំពង់រោទ៍	ស្វាយរៀង

ព្រះរាជាណាចក្រកម្ពុជា
ជាតិ សាសនា ព្រះមហាក្សត្រ



សៀវភៅសន្សំប្រាក់ជោគជ័យឃុំតាជេស

រៀបចំនិងរក្សាសិទ្ធិដោយ
ក្រុមហ៊ុនប្រឹក្សាអភិវឌ្ឍន៍សង្គម (SDC)

ឈ្មោះសមាជិកសន្សំប្រាក់

.....

ធ្វើនៅថ្ងៃទី ខែ ឆ្នាំ

I. **ប្រវត្តិ**

ក្រុមជួយខ្លួនឯង គឺជាក្រុមប្រជាពលរដ្ឋតូចមួយស្វ័យគម្ភីរធ្វើនយោបាយ ដែលរស់នៅជិតគ្នាហើយចែករំលែកគ្នា ការអរូមគ្នា ដែលស្ម័គ្រធ្វើការរួមគ្នា ដើម្បីអភិវឌ្ឍន៍សេដ្ឋកិច្ច សង្គម និង បុគ្គលទៅវិញទៅមក។ សមាជិកទាំងអស់ចូលរួម ដោយផ្ទាល់ និង ពេញលេញតាមតួនាទីរបស់ក្រុមទាំងអស់។ ក្រុមជួយខ្លួនឯង នៅទីនេះបានផ្ដោតទៅលើការសន្សំ និង សកម្មភាពឥណទាន ។ ក្រុមសន្សំប្រាក់.....បានបង្កើតឡើងនូវ ថ្ងៃទី ខែ ឆ្នាំ២០..... ស្ថិតនៅ ក្នុងឃុំ..... ស្រុក ខេត្ត ។

II. **ទស្សនៈវិស័យ**

ផ្តល់គំនិត និងធ្វើការសម្រេចចិត្ត រៀនជំនាញថ្មីៗ ដើម្បីយកទៅចិញ្ចឹមជីវិត សង្គមគ្រួសារដែលបានជ្រើសរើសនិង បានទទួលជំនាញបច្ចេកទេស និង ទីផ្សារបង្កើនមុខរបរតាម រយៈពេលក្រុមជួយខ្លួនឯង។

III. **បេសកកម្ម**

តាមរយៈគម្រោងនេះប្រជាជនរងគ្រោះទាំងអស់នឹងទទួលបានផលប្រយោជន៍ជាច្រើនដើម្បីឆ្លើយតបនឹងការបាត់ បង់ដូចជា:

- 1. ការបណ្តុះបណ្តាលលើជំនាញអាជីព ការទទួលបានជំនាញបច្ចេកទេស ទីផ្សារ និងការបង្កើតមុខរបរ។
- 2. ការចូលរួមក្នុងក្រុមជួយខ្លួនឯង
- 3. ការទទួលបាននូវជំនាញអាជីពសមស្របដែលអាចអោយគ្រួសារមានលទ្ធភាពផ្គត់ផ្គង់ជីវភាពរស់នៅប្រចាំថ្ងៃ។

IV. **គោលដៅ**

ធ្វើការសន្សំប្រាក់ឆ្ពោះទៅរកប្រឹង ពង្រីកមុខរបរ និងធ្វើអោយជីវភាពគ្រួសារមានភាពប្រសើរឡើង។

V. **គោលបំណង**

នៃការបង្កើតក្រុមជួយខ្លួនឯង ដើម្បីលើកកម្ពស់ជីវភាពស្ត្រីប្រាក់ចំណូល ជាលក្ខខណ្ឌសេដ្ឋកិច្ចសង្គម និងជួយគ្រួសារពួក គាត់ដោយផ្ទាល់ការផ្តល់ជំនាញ មុខរបរនិងធ្វើអោយពួកគាត់មានជីវភាពកាន់តែប្រសើរឡើង។

***លក្ខខណ្ឌដើម្បីចូលរួមជាសមាជិកក្រុម

- ១. ជាគ្រួសារដែលមានទីតាំងនិងផ្ទះស្ថិតនៅតំបន់អភិវឌ្ឍន៍របស់គម្រោងផ្លូវថ្នល់ គំរោងនៃការស្តារឡើងវិញនូវជីវភាពរបស់ ប្រជាជនដោយក្រសួងសេដ្ឋកិច្ច និង ហិរញ្ញវត្ថុ ដែលអនុវត្តន៍គំរោង ដោយក្រុមហ៊ុន អេស ឌី ស៊ី (SDC) ប្រឹក្សាអភិវឌ្ឍ ន៍សង្គម ។
- ២. ត្រូវចូលរួមប្រជុំអោយទៀងទាត់ដើម្បីធ្វើការពិភាក្សាដោះស្រាយបញ្ហានិងធ្វើសេចក្តីសម្រេចចិត្តរួមគ្នា
- ៣. ត្រូវចូលរួមដោយស្ម័គ្រចិត្ត និង ចូលរួមក្នុងការសន្សំប្រាក់ទៅតាមគោលការណ៍របស់ក្រុមតែមួយ ។
- ៤. ត្រូវចូលរួមគ្រប់សកម្មភាពរបស់ក្រុមដើម្បីធានាថាសេដ្ឋកិច្ចរបស់គ្រួសារមានលក្ខណៈល្អប្រសើរ។
- ៥. ត្រូវធ្វើការគោរពនូវបទបញ្ជា និង បទបញ្ជាពីរបស់ក្រុម ។

I. **គោលការណ៍របស់ក្រុម**

- ១- សមាជិកទាំងអស់ត្រូវចូលរួមអោយបានទៀងទាត់នៅក្នុងការប្រជុំរបស់ក្រុមដើម្បីពិភាក្សាលើកបញ្ហាដោះស្រាយបញ្ហា និង ធ្វើសេចក្តីសម្រេចចិត្ត
- ២- សមាជិកទាំងអស់ត្រូវចូលរួមគ្រប់សកម្មភាពផ្សេងៗទៀតក្រៅពីក្រុមរបស់ខ្លួនដែលបំរើអោយផលប្រយោជន៍របស់

សង្គម និងក្រុមរបស់ខ្លួនទាំងមូល។

៣- សមាជិកទាំងអស់ត្រូវដាក់លុយសន្សំអោយបានទៀងទាត់ទៅតាមលក្ខណៈដែលបានធ្វើការព្រម ព្រៀងគ្នាក្នុងក្រុម ។

៤- ត្រូវមានការប្រជុំយ៉ាងហោចណាស់អោយបាន ២ ដង ក្នុង ១ ខែ និង ត្រូវមានទៀងទាត់។

៥- ការផ្តល់អាទិភាពចំពោះការខ្ចីសមាជិកក្រុម ត្រូវអោយសិទ្ធិចំពោះប្រាក់កម្ចីណា ដែលបន្ទាន់ទៅដល់ អ្នកទីទំលក្រជា អាទិភាព ។

៦- មិនត្រូវមានអំពើហិង្សានៅក្នុងគ្រួសារ និង ធ្វើអំពើផ្សេងៗដែលធ្វើអោយប៉ះពាល់ដល់អ្នកដទៃ និង ក្រុមជួយខ្លួនឯង ។

៧- បើមានសមាជិកណាម្នាក់ដកចេញពីក្រុមត្រូវផ្តល់នូវប្រាក់ដើមរបស់គេក្រឡប់មកវិញក្នុងរយៈពេលសន្សំ ។

៨- ត្រូវបញ្ឈប់ពីសមាជិកភាពរបស់ក្រុមចំពោះករណី៖

- សមាជិកណាដែលធ្វើអោយប៉ះពាល់ដល់ប្រយោជន៍រួមរបស់ក្រុម
- ស្នើសុំដកចេញពីក្រុមដោយខ្លួនឯងមានមូលហេតុសមរម្យ
- មិនអនុវត្តតាម គោលការក្រុម បទបញ្ញត្តិ និង គោលការណ៍
- សមាជិកណាដែលលាលែងចេញពីក្រុមត្រូវសងមកក្រុមវិញទាំងអស់នូវរាល់ប្រាក់ដែលជំពាក់ក្រុម។

II. គោលការណ៍ខ្ចី និង ប្រើប្រាស់ទុនក្នុងក្រុម

១- លក្ខខណ្ឌខ្ចី៖

- ត្រូវភ្ជាប់មកជាមួយនូវរបាយការណ៍ប្រជុំដែលបានព្រមព្រៀង និង សំរេចពីសមាជិកក្រុម ដោយមានភ្ជាប់ជាមួយនូវហត្ថលេខារបស់គណៈកម្មការក្រុម ។
- មានទីលំនៅជាក់លាក់នៅក្នុងភូមិ និង ជាអ្នកដែលបានចូលជាសមាជិករបស់ក្រុមជួយខ្លួនឯង
- ត្រូវធ្វើការបំពេញបែបបទដើម្បីខ្ចីដោយមានចុះហត្ថលេខា រឺ ស្នាមមេដៃជាផ្លូវការពី តំណាងនៅក្នុងក្រុម។
- ត្រូវភ្ជាប់មកជាមួយនូវផែនការមុខរបរ និងបញ្ជាក់ពីគោលបំណងអោយបានច្បាស់លាស់។
- ឧបាហ័ល្យាយាមស្មោះត្រង់មានការទទួលខុសត្រូវ និងចូលរួមគ្រប់សកម្មភាពកម្មវិធីនៅពេលដែលមានប្រជុំ និង ការបណ្តុះបណ្តាលផ្សេងៗ។
- ត្រូវធ្វើការសងការប្រាក់ និង ដើម ទៅតាមពេលវេលា និង តាមគោលការណ៍របស់សមាជិក ក្រុមដែលបានកំណត់ និង ឯកភាព។

២- អត្រាការប្រាក់ដែលក្រុមបានសំរេចសំរាប់ការខ្ចី៖ ២% ក្នុងរយៈពេល១ខែ

៣- រយៈពេលនៃការខ្ចីប្រាក់៖ គ្រប់សមាជិកខ្ចីប្រាក់មានតែ រយៈពេលចាប់ពី១ ខែ ដល់១២ ខែប៉ុណ្ណោះ។ បើករណីចង់ខ្ចីបន្ត អ្នកខ្ចីត្រូវទូរទាត់អោយអស់ទាំងការទាំងដើមទើបមានសិទ្ធិខ្ចីបន្ត និង បំពេញបែបបទសារជាថ្មីទៀត។

៤- ការសងប្រាក់ខ្ចី៖ ការសងប្រាក់កំរើ អាចសងរំលោះ ឬ សងដុល ទៅតាមការឯកភាពរបស់សមាជិក

៥- ការអនុម័តគណនា៖ ត្រូវសំរេចដោយសមាជិកក្នុងក្រុម និង ជួយសំរេចសំរួលដោយគណៈកម្មការ និងប្រធានក្រុមជួយខ្លួនឯង។

៦- ប្រាក់សន្សំរបស់ក្រុម៖ ត្រូវទុកដាក់ក្នុងធនាគារដែលមានការទទួលស្គាល់ដោយធនាគារជាតិនៃកម្ពុជា

៧- ការដកប្រាក់ពីធនាគារ៖ ត្រូវអោយមានការចុះហត្ថលេខារបស់អ្នកតំណាងសមាជិកក្រុមដោយមាន ការឯកភាពគ្នាចំនួនពី ៣ រូប ទៅ ដើម្បីបញ្ជាក់អំពីគម្លាតភាពរបស់ក្រុម ។

៨- ប្រាក់ពិន័យ៖ ត្រូវធ្វើឡើងចំពោះសមាជិកណាដែលសងយឺត ផ្ទុយពីកិច្ចសន្យា លើប្រាក់សំណង ដែលលើសពី ១៥ ថ្ងៃនៃការសង (រំលោះ) ត្រូវទទួលការពិន័យ ២០០៛ ទៅលើប្រាក់ដើម។

III. ការបែងចែកផលប្រយោជន៍បានមកពីការប្រាក់

ការសងប្រាក់

- សំណងត្រូវសងប្រាក់រំលោះរាល់ខែទាំងដើមទាំងការប្រាក់។
- រាល់សមាជិកខ្ចីប្រាក់ត្រូវបង់ការប្រាក់ ២% ក្នុង១ខែ។

ការប្រាក់ដែលទទួលបាន ត្រូវធ្វើការបែងចែកជាពីរចំណែក៖

១/ ១.៥% សំរាប់សមាជិក

២/ ០.៥% សំរាប់គណៈកម្មការប្រើប្រាស់ក្នុងផ្នែករដ្ឋបាល

IV. គោលដៅ

ត្រូវមានរចនាសម្ព័ន្ធដឹកនាំ ដូចខាងក្រោមនេះ ៖

1. ប្រធានក្រុម ០១ រូប
2. គណៈកម្មការខ្ចី សង និងសន្សំប្រាក់ និងសង្គ្រោះចំនួន ០១ រូប
3. គណៈកម្មការអភិវឌ្ឍន៍និងវិជ្ជាជីវៈ ០១ រូប

V. តួនាទីនិងការទទួលខុសត្រូវ

តួនាទីប្រធានក្រុម

1. គ្រប់គ្រងរួមនិងការវាស់ស្ទង់ និងដឹកនាំក្រុមក្នុងការធ្វើផែនការ
2. រៀបចំការវាស់ស្ទង់ប្រចាំត្រីមាស រាយការណ៍ជូនគណៈកម្មការទាំងមូល និងការធ្វើផែនការ ប្រចាំឆ្នាំ
3. សម្របសម្រួលគណៈកម្មាធិការរួមគណៈកម្មាធិការទាំងនិងជាបន្ទាន់ជាមួយនឹងក្រុម និងប្រជុំជាប្រចាំ ៣នាក់។
4. កំណត់ក្រុមក្នុងការទំនាក់ទំនងផ្សេងៗ
5. ជួយពិនិត្យរាល់ ប្រតិបត្តិការគណនេយ្យរបស់ក្រុមរួមមានសៀវភៅធនាគារបញ្ជីកត់ត្រាប្រាក់ចំណូល - ចំណាយឯកសារដែលពាក់ព័ន្ធផ្សេងទៀត។ និង

តួនាទីរបស់ប្រធានគណៈកម្មការសន្សំ ធនាគារ និងសង្គ្រោះ

1. ពិនិត្យនិងសម្រេចនូវរាល់សំណើប្រាក់ឧបត្ថម្ភសង្គ្រោះបន្ទាន់របស់សមាជិកក្រុម
2. គ្រប់គ្រងក្នុងការប្រើប្រាស់នូវថវិកាសុវត្ថិភាពសមាគមន៍
3. ជួយរៀបចំនូវរបាយការណ៍ ប្រាក់សន្សំប្រចាំខែ ប្រចាំឆ្នាំ
4. កត់ត្រានិងរៀបចំបញ្ជីស្ថាមសៀវភៅសន្សំប្រាក់សំរាប់សមាជិកក្រុម និងសៀវភៅគណៈកម្មការ
5. ធ្វើរបាយការណ៍និងបង្ហាញទិន្នន័យប្រាក់សន្សំដល់សមាជិកក្រុមរៀងរាល់ខែ

តួនាទីរបស់ប្រធានគណៈកម្មការផ្នែកបណ្តុះបណ្តាលជំនាញ និង កសិកម្ម

1. កំណត់នូវវគ្គបណ្តុះបណ្តាលដែលជាតម្រូវការរបស់សមាជិកក្រុម
2. កត់ត្រានូវរាល់របាយការណ៍នៃវគ្គបណ្តុះបណ្តាលរៀងរាល់ខែដាក់ជូនប្រធានក្រុម
3. ធ្វើកំណត់រោគនៃរាល់ការប្រជុំក្រុម
4. ធ្វើរាល់លិខិតទាក់ទងទាំងឡាយ
5. ជួយរៀបចំនូវរបាយការណ៍នៃការអនុវត្តថវិកា

VI. អំពីការប្រជុំនិងបោះឆ្នោតគណៈកម្មាការក្រុម

1. ប្រធាន អនុប្រធាន និងគណៈកម្មាការក្រុមមានសិទ្ធិអោយគេបោះឆ្នោត ចំនួន២អាណត្តិហើយក្នុង១អាណត្តិ ចំនួន២ឆ្នាំ។
2. រាល់ការប្រជុំរបស់គណៈកម្មាការ ត្រូវធ្វើក្នុងរយៈពេល ១ខែ ម្តង រឺលើសពីនេះប្រសិនបើមានការស្នើ សុំពីប្រធាន ត្រូវមានក្រុមចូលរួមប្រជុំ លើសពីពាក់កណ្តាលនៃសមាជិកទាំងមូល ។ ក្នុងការសម្រេចរបស់គណៈ កម្មាការ ក្រុម អាចយកជាការបានលុះត្រាតែការអនុម័តទទួលបានសំលេង ៥០% +១ នៃសមាជិកដែលបានចូលរួមប្រជុំទាំងអស់ ។
3. នៅពេលមានសមាជិកភាគ នៃគណៈកម្មាការប្រតិបត្តិណាម្នាក់ ត្រូវបានបាត់បង់ ។ ក្រុមត្រូវបើកអង្គប្រជុំមួយដើម្បីពិនិត្យពិភាក្សា នឹងសម្របសម្រួលជ្រើសរើសសមាជិកក្រុមណាម្នាក់មកជំនួសវិញ ។
4. ក្នុងករណីបាត់បង់ប្រធានគណៈកម្មាការក្រុម ត្រូវបើកអង្គប្រជុំពិសេសមួយ ដើម្បីធ្វើការពិនិត្យ ពិភាក្សា និងសម្រេចជ្រើសរើស អនុប្រធាន អោយទទួលធ្វើជាប្រធានស្តីទី រហូតដល់មានការបោះឆ្នោតជ្រើសរើស ប្រធានពេញសិទ្ធិឡើងវិញ ។

តារាងសៀវភៅសមាជិកសន្សំប្រាក់

ឆ្នាំ ២០១៧

ល.រ	ថ្ងៃ ខែ ឆ្នាំ	ប្រាក់សន្សំប្រចាំខែ		ប្រាក់ដក	ប្រាក់សរុប	សមតុល្យ មុខរបរ	ហត្ថលេខាគណៈកម្ម ការសន្សំនិងសង្គ្រោះ	ហត្ថលេខាប្រធាន ក្រុមជួយខ្លួនឯង
		សន្សំមុខរបរ	សន្សំសង្គ្រោះ					
០១								
០២								
០៣								
០៤								
០៥								
០៦								
០៧								
០៨								
០៩								
១០								
១១								
១២								
	សរុបប្រចាំឆ្នាំ							

ធ្វើនៅថ្ងៃទី.....ខែ.....ឆ្នាំ២០.....

ហត្ថលេខា

លោក.....

ប្រធានក្រុមជួយខ្លួនឯង

តារាងសៀវភៅសមាជិកសន្សំប្រាក់

ឆ្នាំ ២០១៨

ល.រ	ថ្ងៃ ខែ ឆ្នាំ	ប្រាក់សន្សំប្រចាំខែ		ប្រាក់ដក	ប្រាក់សរុប	សមតុល្យ មុខរបរ	ហត្ថលេខាគណៈកម្ម ការសន្សំនិងសង្គ្រោះ	ហត្ថលេខាប្រធាន ក្រុមជួយខ្លួនឯង
		សន្សំមុខរបរ	សន្សំសង្គ្រោះ					
០១								
០២								
០៣								
០៤								
០៥								
០៦								
០៧								
០៨								
០៩								
១០								
១១								
១២								
	សរុបប្រចាំឆ្នាំ							

ធ្វើនៅថ្ងៃទី.....ខែ.....ឆ្នាំ២០.....

ហត្ថលេខា

លោក.....

ប្រធានក្រុមជួយខ្លួនឯង

Photos of Activities

➤ Provincial and National Roads Improvement Project



➤ Meeting with Local Authorities





➤ Conducting Interview with AHs



➤ District and Commune Halls



➤ Terrible roads on PR 314D

