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## Chapter one

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A Few Words from the Managing Director

This annual report reflects the organization’s activities, achievements and outcomes of 2010, which was a significant year for OHRD Starting the implementation of new five years strategic plan from one hand and worse security condition in Afghanistan from the other hand put us in challenging situation.

The organization’s five year strategic plan (2010-2014) has developed in beginning of 2010 and translated in local language and shared with all stockholders.

Over the years OHRD has grown, expanded its coverage, secured multiple donors and attracted the trust of the community, donors, government, and other stakeholders. It serves the poor and most vulnerable people in isolated and not easily accessible rural areas.

We are proud of achieving our hope in 2010 in this regard. Although with compare to needs of our country it is small task but we are pleased that with mini and limited available resources we have accomplished much towards the humans of this territory.

OHRD working with a partners in development network who comprises of Coordination of Humanitarian Assistance (CHA); Saba Media Organization (SMO) and the Organization of Human Resource Development (OHRD); Watch on Basic Right Organization (WBRO).

We have successfully delivered these services through three ways: 1. Higher Education of Armaghan Institute. 2. Conduction of training packages to different national and international institutions. 3. Implementation of some developing project with the hope for enabling human resources of Afghanistan. We will continue our activities in 2011 more eagerly. We desire one day that the human being of this country will become economically and socially rich and will not only serve its people but will benefit other people in other countries. We put you in picture by presenting the 2010 annual report with our activities; achievements and outcomes. Through sharing your views as well as your objections; and proposes please help us towards enhancement of our quality work.

Furthermore this report tries to give a brief financial and administrative picture of the organization we believe to innovative and work for changes toward people centered sustainable development activities.

Best Wishes

Bahadur Khapalwak

Managing Director, OHRD
**OHRD’s Identity and Introduction**
The Organization of Human Resource Development (OHRD) is a non-profit, non-governmental, non-partisan and non-political organization. The overall goal of establishment and operation of this organization is to contribute in Afghan community development through assisting rehabilitation of socio-economical infrastructures and sustainable development of cultural, social and economical situation of the community.

Considering the urgent need for filling-out the exiting gap about the lack of qualified human resource in country, the CHA-Network in board meeting in July 2007 made decision that OHRD must work as an autonomous entity to provide qualified services on human resource and institutions, development in Afghanistan. Since then in July 2008 OHRD is registered with the Ministry of Economy (Registration # 1229) as a Non-Governmental, Non-Profit, Non-Sectarian and Non-Political Humanitarian Organization.

OHRD is currently operating in Afghanistan through its three departments including:

1) Capacity Building Department
2) Higher Education Department
3) Project Unit

OHRD developed a five year strategic plan in beginning of 2010 and approved by OHRD general assembly in December 2010. OHRD has concentrated its activities in 2010 according to the mentioned strategic planning which is effective from 1st January 2010 till 31st December 2014.

The General Assembly of OHRD is the highest authority to set or dissolve policy. The Assembly has the authority to decide on OHRD progress, or to change or dissolve the organization. Members comprise a directorial board of cooperative organizations, community representatives and members of OHRD elected by the Executive Board.

**Vision:** A reliable, innovative and effective organization in delivery of services for social welfare

**Mission:** Empowerment of beneficiaries (individuals and organizations) in the coverage areas

**Strategic Objectives:**

- Capacity building of individuals to be attracted in the labor market.
- Building capacity and working efficiency of organizations.
- Public outreach in the focus areas

**Core values:**
The OHRD is committed to observe the following core values in all matters of development and its internal structure:

- Quality
- Innovation
- Well competition
- Transparency
- Accountability
- Participation in running of affairs
- Team work
- Gender balance

**OHRD organizational Chart**
Executive Summary:

During 2010 OHRD has provided 28 different capacity building training through its capacity building department for some national and international organizations such as CHA, SMO Afghan aid, Acted, Helvetas Afghanistan, IOM and has played a considerable role in developing training materials and resources in different fields. In addition, OHRD has a capacity development department equipped with experienced trainers and rich training materials.

During 2010, OHRD continued his work for community awareness rising and capacity building based on the OHRD’s core values through Project Unit and got significant success.

Implementing of five projects was the most important success the OHRD had during year 2010. In addition that, the Higher Education Department provided training opportunities for individuals including the after-school youths to upgrade their capacities in response to job requirements and labor marked demands through its private institute by name of Armaghan Higher Education Institute (AHEI). Totally 433 students were trained in Armaghan Higher Education Institute during year 2010.

OHRD’s Higher Education Department running its activities through an institute named Armaghan Higher Education Institute; it’s registered as Higher Education Institute with Register # of 242 with the Ministry of Education. This institute has different departments such as Management, Leadership, Economy Business, Announcement, Computer Science, Production and Editing of TV Programs, Camera Training and Operating of Camera.

Donors:

OHRD is pleased for implementing different projects in 2010 such as; Community Based Disaster Risk Management (CBDRM), Elimination Violence Against Women (EVAW), Peace Building and Conflict Resolution, Access to Justice and National Skill Development Program (NSDP). These projects were funded by the following donors;

1. The Asia Foundation (TAF)
2. United State Institute of Peace (USIP)
3. US Embassy in Kabul

OHRD has learned lessons from these projects and has been keeping its close contact with qualified donors for its human resource and organization development. Besides that, OHRD will keep relation with these donors for upcoming phases. So, having point bland relation with community and past tangible experiences of project management, the donors are interested in having partnership with the OHRD.
Chapter one

Overview of OHRD’s Capacity Building Department

The Capacity Building Department of OHRD has 16 years experience in delivery of capacity development services through conducting of Training Workshops, Courses, Seminars to many National and International Organizations and Governmental Departments. Its creating was based on believes that knowledge is power and quality can only be guaranteed by learning and understanding.

The many years experience of the OHRD’s master trainers, and the modern teaching methods enable them to professionally deliver effective packages of trainings. They have also trained scores of facilitators and master trainers during more than decade working time with the OHRD. They have gained practical experience from conducting of variety of Courses, Workshops, Seminars and Facilitation Activities. They have played a considerable role in developing training materials and resources in different fields.

Capacity Building Department Objectives

- To enhance social justice and to improve economical growth of communities though increasing knowledge in community populations particularly the knowledge level of youth by delivering trainings regarding Management package, Educational Services, Human Rights, Gender, Democracy which will be designed with consideration of more attention to Islam as well as Culture in communities.
- To improve the institutional effectiveness of client organizations and to up-grade their capacities, systems and technologies tailored to their needs and requirements.

The Capacity Building Department is responsible to

- Provide courses, Workshops and Facilitation with Consultancy Services for Individuals and Organizations, especially those designed to strengthen the Managerial and Organizational capacity required to perform effectively (to achieve set objectives) and efficiently (at minimum costs). Also to improve institutional capacity of the client organizations in terms of their staff to be trained on the organization’s policies and procedures, and to increase their capacity to identify projects, raise funds and implement and evaluate projects according to the organization’s project cycle management approach.
- Function as a credible Resource Center
- Create mutual linkages with national and international training institutions and create effective task relations with government, media and other significant task performers in Afghanistan.
Capacity building department strategic goal and strategies based on OHRD, s five years strategic plan.

Strategic Goal

Improving capacity and working effectiveness of individuals and organizations.

Strategies:

1. Conducting training workshops (in campus and distant).

   **Goal:** Building capacity (knowledge, skills and behavior) of individuals and employees of governmental organizations and NGOs through conducting of educational training (in campus and distant)

2. Evaluating performances of organizations.

   **Goals:** To assess organizational performances (policies and systems) of non-governmental organizations aims to review implementation and performances of programs against policies and organizational goals.

3. Providing mentoring services and facilitates making of strategic plans and policies for NGOs and civil society organizations.

   **Goal:** To provide mentoring and facilitating services for NGOs, Civil society and private sector in order to build their capacities in strategic planning, policies and procedures.

The OHRD, s Capacity Building Department has been conducted many training workshops on more than 40 different subjects for Governmental, non-governmental, National and International Organizations. For more information please refer to Annex-IV

This department has been trained 1964 trainees through conducting of 116 different training workshops from 2006 to 2010.

The following chart indicates the five years of training outputs from 2006-2010
1. Conducting training workshops (in campus and distant).

**Goal:** Building capacity (knowledge, skills and behavior) of individuals and employees of governmental organizations and NGOs through conducting of educational training (in campus and distant)

**Projects:**

1. **Capacity Building Project for improving human resources and organizational capabilities of the CHA**

**Donor:** CHA  
**Project Location:** Kabul, Herat and Balkh provinces  
**Project beneficiaries:** A number of 330 employees of the CHA.  
**Project duration:** 12 months (From April 2010 till end of March 2011)

**Activities:**

- Conducting TNA  
- Identifying training needs  
- Organizing training workshops based on TNA  
- Conducting training workshops  
- Conducting M&E Training and introduction of M&E System  
- Developing M&E System for one CHA project

**Achievements:**

1. Conducting of 14 training workshop including TOT, Gender, PCM, M&E System, Survey and data collection, communication, HRM, PRA, Management Skills.  
2. Building the managerial and performance capacity and skill of 238 CHA staff including 33 female though conducing of 14 training workshop in 2010.
2. Strategic plan Development facilitation

Client: SKILLS TRAINING AND REHABILITATION SOCIETY (STARS)
Location: Kabul city
Duration: six months from January 2010 to June 2010

Achievement:

OHRD, s capacity building department facilitated a organization strategic plan development for (STARS) during 2010

3. Capacity Building Project for ACTED

Client: ACTED
Location: Kabul city
Duration: 6 months from January 2010 to June 2010

Achievement:

OHRD conducted five training workshops such as Gender, Advocacy, ToT, PCM, PRA and trained 90 ACTED staffs

4. Capacity building Project for Helvetas Afghanistan:

Client: Helvetas Afghanistan
Location: Kabul city
Duration: 1 month March 2010

5. Capacity building Project for Afghan Aid

Client: Afghan Aid
Location: Kabul city
Duration: 2 months from March 2010 to April 2010

Achievement:

Three training workshops on disaster management conducted and 92 Afghan Aid staffs and CDCs members has received training.
Generally in 2010 the **OHRD** capacity building department has conducted 28 training workshops for different organizations such as CHA, Afghan Aid, Helvetas’ Afghanistan and ACTED.

Total 539 participants have trained which were from the above organizations. The following chart indicates the 28 training workshops output in 2010:

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**The OHRD Capacity Building Department other activities in 2010**

1. **Updating the existing training curriculums and training materials**

   Based on the capacity building annual plan some of the existing training material including handouts, training guidance, time tables and lesson plans reviewed and updated by the capacity building experts to be useful and helpful for the participants based on their training needs and demands.

2. **Designing and updating training workshops**

   In 2010, the capacity building department has reviewed its existing workshop and designed more than six new training workshops such as Pease Building and conflict resolution, PCM, Office Management, HRM, M&E Muddles, Search and Rescue Methods and First Aids. All
designed workshops have conducted in 2010 to different organizations based on their training needs.

3. Developing new workshops curriculums and materials

The capacity building department has developed more than six new training curriculums for the above mentioned workshops, the developing curriculums has been used during 2010 in conduction training workshops.

4. Translating training handbooks form English to Dari

Based on the planned activities for the year of 2010 this department has translated more six new training handbooks from update English resources to Dari language. These translated handbooks are: Pease Building, PCM, office management, HRM, M&E, Search and rescue methods and first Aids.

5. Curry out monitoring and evaluation assignment

OHRD’s capacity building department has been involved in the assignment of monitoring and evaluation activities for OHRD projects. This was only an internal assignment to help OHRD’s project department.

Capacity Building Department Outputs during 2010:

- 210 Senior and middle level staffs of CHA were provided 11 different Training workshops.
- 17 staff of CHA was provided Monitoring and evaluation training package for three rounds.
- 7 staff of CHA was provided Monitoring and evaluation system eight months training package series.
- 14 workshops conducted to CHA staffs.
- 14 Training materials were developed
- Monitoring system of one project of CHA was developed by participatory method.
Chapter two

Higher Education Department:
The OHRD established a qualified private institute for professional and skilled trainings named Armaghan Institute of Higher Education. Armaghan Blend the most student friendly educational, teaching environment with curriculum approved by the respective Board of Management. The institute is geared to the changes of the fast growing economy. The institute strives for academic excellence. The institute has an excellent discipline at this time where there is moral decadence prevailing all around.

The prudent and experienced management of the OHRD has a trend setting in training circle of Afghanistan. Armaghan private institute provides training opportunities for individuals including the after-school youths to upgrade their capacities in response to job requirements and labor market demands.

The aim of Armaghan private institute is to invest on the Social and Technical development of Afghans by offering and executing comprehensive and qualitative trainings and continuing training services for the integration and development of individuals in productive activities that may contribute to the social, economic and technological development of the country.

The OHRD established such a standard institute for Human Resource Development in order to contribute filling the current gap of professionalism and high-quality human resource in the country. Such an institute will help to meet the current and future demands of Afghanistan regarding professional human resource. Armaghan Institute has the following courses.

1. General Management
2. Finance Administration
3. Business Development Services
4. Announcement Training
5. Camera Training
6. Video Editing

Achievement of Higher Education Department:
Armaghan Institute during 2010 for 214 Students training facilities were provided and Graduated during 2010 in the following courses.
Armaghan Institute during 2010 for 219 students was provided training facilities to be graduated in 2011 in the following courses.
Chapter three

Project Unit

The OHRD dealing its interventions through the Project Unit which is a colony of composition of some capacity building or awareness projects at community and organizational levels. Therefore, five projects are implemented through the department in different provinces with various issues in Afghanistan during period of this report. Some of these projects are completed in 2010 and some of them are in progress.

- Community based Disaster Risk Management
- Women’s Rights within Islam and women’s Access to Justice
- Organizational capacity building
- Capacity Building & Awareness raising Program on Conflict Resolution
- Leadership & Advocacy Diploma project

Projects:

1) Community based Disaster Risk Management Project:

Project summary:

The community Based Disaster Risk Management (CBDRM) Project was contracted between Oxfam Novib and CHA in 18November 2008 after completion of pilot phase at the end of September 2008 and implemented by the OHRD. The project duration is two years, started from 1st October 2008 till end of September 2010.

The main target groups of the project are 84 villages vulnerable to flood and drought in Khaja sabzposh district of Faryab province of Afghanistan.

Field facilitators started their entry point to the community though working with focus groups at the village level. They have two purposes from establishing of focus groups: 1) to do a primary hazard, vulnerability, risk and capacity analysis at the village level and 2) to identify potential individual from village level to be introduced by focus groups to related CDRMC at the cluster level through a democratic approach.
Achievement:

Total 14 male CDRMCs have been established with direct involvement of community. Total 60 women are members of these CDRMCs.

The 60 women members of CDRMCs directly involve on presenting services for 16359 vulnerable women in targeted area. The field facilitators succeed to overcome step by step on the DM issues related to women participation.

Both male and female have involved on CBDRM activities through these committees. The project facilitators provide the same trainings for both male and female members of CDRMCs.

Disaster Mitigation Micro Projects:

4,000 Euros is considered for risk mitigation of each cluster through implementing a small construction micro project. However this amount is very small considering the scope of vulnerability of these target community in relation to infrastructures, but it can play a role for mobilizing the community, attracting them to work together and finally in some extend to mitigate the risk.
Output of the CBDRM project:

- The most vulnerable communities for possible assistance on risk mitigation were selected.
- Strong relationship and trust between local communities and CHA team was built.
- Participatory Disaster Risk Assessment (PDRA) had been performed for all selected communities in Khwajasabzposh district. All those at risk, authorities and other stakeholders involved on diagnosis and negotiation process.
- People themselves identified risk reduction measures and enhance capacities. These risk reduction measures were then translated into the community disaster risk reduction management plan.
- Community Disaster Risk Management Organizations both male and female (CDRMCs) (Totally 28) were built.
- Total 314 male & 216 female members of CDRMCs receive the mentioned trainings.
- CDRMCs lead the implementation of the community plan and motivated other members of the community to support the activities in the plan.
- Disaster Risk Management Awareness and risk mitigation program were implemented in two schools.
- Built the capacity of local, mandated authorities for Disaster mitigation, management and response.
- 14 Disaster Mitigation Micro Projects are implemented in target communities.

II) Women’s Rights within Islam and women’s Access to Justice Project:

Executive Summary:

OHRD implemented Access to Justice Project from 1st June 2009 up to end of May 2010 in eight districts of Balkh province. Eight Moulawees are trained and selected by project representatives in targeted districts, and then they replicated the same things to the targeted people. So, the 8 CDGs members are trained regularly by them include 15 head per CDG. Conducting trainings based on Asia Foundation’s seven booklets by aforementioned. Moulawees are the core player of running this project. The seven booklets are role of women in family and society (booklet No 12), polygamy (booklet No 4), Marriage dissolution (booklet No 8), family violence (booklet No 10), child custody (Booklet No 6), women’s inheritance and property (booklet No 7), Women social and economical rights (booklet No 14). All of the above booklets are taught and completed in 40 villages of 8 target districts.
OHRD field staff organized one day regional dialog meeting in April 2010 at Balkh province. The meeting main purpose was to share the experiences within stakeholders and strong relation and coordination to support access to justice project for removing the traditional and other superstitions. The participants were invited from 8 focal points, OHRD, Haj/Auqaf, human right independence commission, provincial council, women affairs, economic, representatives from gender in education and governor office, representative from Samangan province. Mr. Qari Anautullah and Hafiza Yazdani Representatives from Asia Foundation and Eng. Bahadur Khapalwak from OHRD also participated to this one day meeting. Totally 22 participants attended to the meeting.

The dialog meeting was based on achievements, sharing information, problem solution, raising of challenges, and role of government and NGOs on access to justice issues. The discussion was facilitated by a participatory manner for giving chance to each participant to share their point of views.

**Project Output:**

- 120 CDGs members in eight districts were trained on role of women in family and society, polygamy, Marriage dissolution, family violence, child custody, women’s inheritance and property, &Women social and economical rights.
• 1000 community’s members in 40 villages (five villages per district) were trained on mentioned seven topics.

• For 1125 communities’ members conducted awareness rising through Friday prayers on mentioned seven topics.

• 830 school students in eight target districts were awareness rising training on mentioned seven topics.

**Project Outcome:**

At the end of the project in targeted area, behavioral changes are brought in some of beneficiaries. Some of them expressed their ideas that, they appeal their achievements on daily social and family life.

• A sense of critical thinking about women rights and violence has been created among the target community. This is why we are witness of positive cases for the benefit of women in the target districts. Please refer to the cases studies at the next page.
• People refer to the CDGs for solving their problems related to access to justice.
• People at the target districts willing to learn more about justice.
• Several dispute cases were solved through project CDGs in targeted districts.
• Project CDGs are became as formal reference for counseling the justices and its relevant issues within the community.

**III) Organizational capacity building Project:**

CHA in order to fulfill the goal of “to improve organizational performances to meet its organizational strategic goals, through conducting of training programs for different levels of organization based on each level needs” asked from OHRD to develop a training program proposal. OHRD has developed the proposal based on training need assessment of CHA’s staff and organizational needs. This proposal was accepted by CHA and a contract was signed between both organizations for the implementation of the project. Part of the contract comprises a package of training workshops which aimed “to improve the capacity of human resources of CHA through conducting training workshops for different levels based on their needs.

**IV) Capacity Building & Awareness raising Program on Conflict Resolution Project:**

**Project Summary:**

This is a 12-month project to be implemented in Jabalsaraje, Bagram, Sayed Khil and Charikar districts of Parwan province. This project is uniquely designed to strengthen local capacities for peace building and conflict resolution by conducting training workshops on conflict.
management, communication, negotiation and mediation. The project’s main focus is on the followings:

- Provide conflict resolution trainings to Community Development Councils (CDCs), local CSOs, and local government staff.
- Public awareness campaign through publishing and distributing of peace education materials like banners and flipcharts to promote peace and non-violent resolution of conflicts. The project attempts to raise the awareness of local communities at the village level, CSOs, and governmental staff at the district and provincial levels.

The workshops was held at the villages where the local community provides space, i.e., in the local mosque. However training for government staff, teachers and CSOs staff was held at the school or government offices. The number of participants for each workshop was not be more than 25. The workshop duration was three days for each category. A total of 20 awareness sessions was plan for each target district (10 for male and 10 for female). The sessions’ participant was introduced by one or two clusters of CDCs (villages).

The peace building conflict resolution project has brought some changes on targeted beneficiaries during period of this reporting period which is indicated a sign for a good anticipated future.

The project attempts to raise the awareness of local communities at the village level as well as CSOs and governmental staff at the district and provincial levels in the province to cover the following target group.

- 1,000 members of local CDCs, community leaders, and community decision makers, religious leaders (Mullahs) receive peace building training.
- 480 female members of local CDCs and community decision makers receive peace building training package.
- 100 police personnel, judiciary staff, prosecutors and members of civil society receive peace building training at district & provincial level.
- 200 teachers in target area receive peace building training at community, district & provincial levels.

**Outputs during 2010:**

- 752 members of local CDCs, community leaders, and community decision makers, religious leaders (Mullahs) receive peace building training.
- 369 female members of local CDCs and community decision makers receive peace building training package.
• 103 police personnel, judiciary staff, prosecutors and members of civil society receive peace building training at district & provincial level.
• 206 teachers in target area receive peace building training at community, district & provincial levels.

Project Out comes:

OHRD would like to share some immediate impact of the project that extremely motivates the project team to work hard as they see the outcome of their work:

• Good relation between target community’s members has been improved
• A reduction of 240 disputes are seen comparing to one year before of project intervention in target districts
• The people attitudes with community and family members are positively changed
• Trust between target communities and local government are increased and as a result the relations are strengthened
• The religious men (Mullah) have included the peace building messages in their speeches to the communities and raise the conflict issues and its ways of resolution with peoples
• Positive religious ideas about peace building and conflict resolution among target communities are strengthened
• Community perception about NGOs is positively changed after project implementation
• Good relation between local government organizations and OHRD has been improved
• Ethnic discrimination and abhorrence among villagers are decreased
• Target community understand well the violence/ conflict resolution approaches so that the number of conflicts resolution are increased and the community resolute them before refer reach to local government e.g. we are witness of the cases that either both side of involved in conflict negotiate properly or through a mediator who have been trained by the Project
• The project has mobilized the community for peace building process
• Conflict Resolution Committees are established under the CDCs’ structure/ Schools and they are trusted by community and local government
• Violence against women has been decreased among the families and target communities
• For the first time the women have participated in conflict resolution decision making.
• A common perception about conflict concept and its resolution ways have been created among the target communities, local government authorities and CSOs

• A common language regarding the peace building and conflict resolution have been created among target communities and local government e.g. several conflict cases have been referred to community by local government for resolution

V) Leadership & Advocacy Diploma project:
A one-year diploma program on Leadership and political studies will be conducted for 80 women by Armaghan Institute. The program will be organized into two 4.5 months semesters, with 3 months preparation period. The students will be selected through an entrance exam and interview with the candidates. The potential candidates can be school graduated girls who have failed to enter university and women who are currently working with Women NGOs, CSOs and Government. The time of the classes will be in afternoon, exact starting time will be fixed through consultation with participants. The classes will be for two hours everyday, except Friday. Assignments and small projects are also part of teaching methodology. At the end of the program a diploma will be given to the graduates.

Project Achievement:

1- Program announcement through Media:
A brief description of the program was announced through Saba TV stations and posters for Program registration during September and October 2010. Totally 236 female were registered for entrance exam.

2- Curriculum review and finalization:
Armaghan academic team using the existed teaching materials and designed an ad-hoc curriculum for leadership and advocacy program

3- Selection of participants through entrance exam and interview:
An entrance exam was taken on 13th November and 171 female was attend entrance exam. Out of 171 entrance exam participants 160 were passed.
Armaghan academic team was interview with 160 passed candidate and selected 93 eligible candidates.

4- Conducting first semester:

The first semester was stared on 23rd November 2010 and 93 eligible female were enrolled.

The main subjects for the fist semesters are Credibility, Speed of Trust, and Fundamental of law, Principles of Management, Political science, Law and tradition, Human rights & Election, practical assignments.
Chapter four

Financial Management

General Admin and Finance Annual Report in the year of 2010

1. Finance Section:
The total expense of finance in the year of 2010 is 500438$ US Dollar; this financial fund has combined from different projects like Access to Justice, Peace Building, Advocacy and Leadership for Women and CBDRM. The mentioned projects has implemented by OHRD during the year of 2010.

A large amount of this fund has combined from providing capacity building services such as training workshops, Performing Monitoring and Evaluation Assignment and Strategic planning development which was implemented by the Capacity Building Department and Armaghan Higher Education Department.

According to the organization’s policy the finance Section 2009 performance and financial documents were evaluated by internal and external auditors in the year of 2010. The assessment report has shared with the Donors and stakeholders in a certain time. Furthermore the 2010 activity report has sent to the Ministry of Economy and Finance in a certain time. In this year the bank account for providing employees salary and procurement has established.

The pay slip for employee has regularly prepared and the bank checks for the logistic procurement also has prepared by the financial section.
2: Logistic Section:

The Logistic Section with procurement committee tried to prepare and purchase the material and items with good quality and low price in exact time for the main office and project offices.

In the year of 2010, 673 request orders have requested by different departments, the Logistic Section could purchase and register all of them in exact time.

3: Inventory Section:

The Inventory Section prepared and controlled all the daily Issues and Receipt vouchers (Expandable and Nonexpendable) according to organizations’ manual. The quality of all materials and equipments which purchased by Logistic Section has controlled and checked by Inventory Section.

Majority of the expandable and nonexpendable materials and items balanced, checked and reviewed, the balance report of these items are in process.

All nonexpendable items have recorded in AIS-STORE system. And also the majority of their stackers has prepared and installed to all items. Thus, this Section continually controls and monitors the organizations’ materials.
Chapter five

Annexes

Annex I

OHRD’s implemented projects during 2010

<table>
<thead>
<tr>
<th>No.</th>
<th>Name of project</th>
<th>Target Provinces / districts</th>
<th>Project duration (start date and end date)</th>
<th>Project budget (USD)</th>
<th>Donors /Funding source and contribution (USD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Community Based Disaster Risk Management (CBDRM)</td>
<td>Faryab province Khaja subzphosh districts</td>
<td>24 Months (1st October 2008 to 31st September 2010)</td>
<td>220,000 EURO</td>
<td>OXFAM</td>
</tr>
<tr>
<td>2</td>
<td>Women’s Rights within Islam and women’s Access to Justice</td>
<td>Balkh province in 8 districts( district 7 Shurtapa, Balkh, Dawlatabad, Khulam, Dahdadi, char kantand and Nahrashahi</td>
<td>12 Months (1st June 2009 to 31st May 2010)</td>
<td>53,532 USD</td>
<td>Asia foundation</td>
</tr>
<tr>
<td>3</td>
<td>Organizational Capacity Building</td>
<td>Kabul, Heart &amp; Faryab provinces centre</td>
<td>12 Months (1st April 2010 to 31st March 2011)</td>
<td>184,000 USD</td>
<td>CHA</td>
</tr>
<tr>
<td>4</td>
<td>Capacity Building &amp; Awareness Raising Program on Conflict Resolution</td>
<td>Parwan province centre, Jabalsaraj, Sayed khail &amp; Bagram districts</td>
<td>12 Months (1st May 2010 to 31st April 2011)</td>
<td>94,180 USD</td>
<td>UNITED STATES INSTITUTE OF PEACE</td>
</tr>
<tr>
<td>5</td>
<td>Leadership &amp; Advocacy Diploma Project</td>
<td>Kabul City</td>
<td>1st August 2010 to end of October 2011</td>
<td>35637 USD</td>
<td>US Embassy</td>
</tr>
</tbody>
</table>
## Annex II

### OHRD Conducted Training Workshop during 2010

<table>
<thead>
<tr>
<th>No</th>
<th>Workshops Title</th>
<th>Number of Participants</th>
<th>Client organizations</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ToT (Training of Trainers)</td>
<td>25</td>
<td>CHA</td>
<td>Farah</td>
</tr>
<tr>
<td>2</td>
<td>ToT (Training of Trainers)</td>
<td>20</td>
<td>ACTED</td>
<td>Takhar</td>
</tr>
<tr>
<td>3</td>
<td>Gender Awareness</td>
<td>17</td>
<td>ACTED</td>
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