

Annual Project Operations Report

**Sustainable Use of Technology for Public Sector Accountability in Nepal-
SUSASAN**

Project No. D-002998-001

Country: Nepal

**Name of Implementer: Malika development Organization Nepal (MDO-
Nepal)**



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SUSASAN PROJECT – BASIC INFORMATION

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1. Changes to Context

Sustainable Use of Technology for Public Sector Accountability in Nepal (SUSASAN) program is implemented with two Local Governments, Sanfebagar Municipality and Bannigadhi-Jayagdh Rural Municipality of Achham district. MDO Nepal has been working for awareness and access of poor women, girls, minority, ethnic and socially excluded people in good governance. This project has helped to strengthen the situation of local level governance, to make it more transparent, responsible for service providers and be accountable to the citizens.

It is envisioned that Citizens will feel that local governments are being responsible, accountable and transparent. People were not able to get the benefit of services and facilities available at local level. The problems were increasing due to lack of local government responsible for the public. But now, country has completed the election at all three levels and the government is evolving. This has certainly impacted on local level government and its working modality as well. After people's representatives took responsibilities, expectations of the people increased and expected to be served correctly. SUSASAN project facilitated to address issues of the public at the local level. SUSASAN project helped Women and Marginalized Group (WMG) to engage in democratic decision-making and their assistance will eventually increase the prosperity of working area. The local governments have enabled those groups to facilitate the priority of the WMG community. SUSASAN Project gave emphasis on empowerment of civil society organizations by developing the capacity of the civil society organization. At the overall level, the project helped to develop the capabilities of the civil society organizations and to create strong society by ensuring the participation in their democratic decision-making.

1.1. Gender equality

For this, our organization policies and rules/regulation are amended timely to get on with the dynamics of the GESI and equality. Even GESI Policy of organization and 5 CSOs have been formulated/amended through project to promote equality and inclusion. Our target beneficiary are the identified pro-poor, disadvantaged, marginalized, women and disabled. Also mainstreaming the GESI policy in the local level and its interventions are prioritized to ensure meaningful participation. So actions prioritize them and bring in the mainstream of development along with practice of good governance. In every field level interventions, inclusive participation is prioritized. The women and marginalized group participation is considered on success of each activity. In brief from organization to field level intervention, GESI is highly considered

1.2. Human Rights

Implementation of the some sections coded by constitution of Nepal regarding Human Rights is also promoted by project. Orientation on the roles of the CSO's and government in implementation is focused through project. Grievance redressal mechanism mainly covers the right of the citizen as stated by constitution of Nepal covering freedom of opinion and expression. Also international treaties signed by Nepal Government are supported to be implemented by awaring public on them.

1.3. Environments

The project implementation does not have any important potential risk on the environment. However, a social and environmental assessment has been conducted prior to the renovation of the techno hub. Summarized global environmental and social management plan (ESMP) present mitigation and enhancement measures in order to protect the environment as much as possible. Location environmental criteria have been developed for site identification.

1.4. Social economic

Project has supported in capacity build up of the CSO's and disadvantaged community through which they can grab budget or put forward their need to local government. The necessary environment of data management and increased accessibility of the public is ensured through project. Transparency and accountability of the CSO can directly contribute to the better socio-economic condition of the society as well.

1.5. Political

Project was started just after completion of local election in Nepal. The political environment is stable and gradually improving in more project friendly way. Project objectives and expected outcomes are shared among political leaders in various meetings creating the environment of support and good will among political parties as well.

2. Progress on outputs and Activities

Progress towards immediate outcome and intermediate outcome (case studies/evidences)

3. Output and activities wise progress narrative with analysis and evidence/testimonies and saying of stakeholders/CSOs and/ beneficiaries

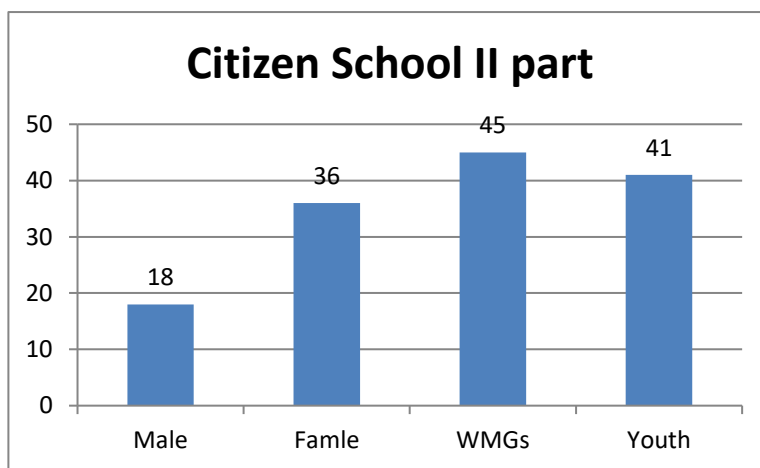
3.1. Training and awareness raising sessions for DCSOs/other CSOs to promote civic participation in governance and accountability mechanisms (1113)

3.1.1. SUSASAN School II on Promoting Civic Participation in Governance and Accountability Mechanism through Integrated Technology

ToT on SUSASAN School II on Promoting Civic Participation in Governance and Accountability Mechanism through Integrated Technology was organized by Freedom forum for project staffs on 14th-16th Oct 2018 at Dhulikhel.

Based upon the learning, the same training was conducted for selected CSOs from 4th-9th of Dec 2018 in Sanfebagar Achham. Training was organized with the objective of developing the knowledge, skill and perception about the open data, budget transparency, citizen report and grievance readdressal and integrated Technology for representatives of the civil society organizations. Total of 27 CSOs

representative and local government representative from Sanfebagar municipality and Bannigadi Jayagdh rural municipality had participated in the training program. The status of satisfaction of all participants in the training was 3 or more in scale of 1-5. The Training was facilitated by SUSASAN team and municipals IT officer of



Sanfebagar and Bannigadhi Jayagadh Rural Municipality. There was active participation of CSO members and government representative in training. Group practice, presentation, Game, discussion method were implied for training.

This training was trickled down in community level. 10 interested CSOs have organized one day orientation in Citizen School at their community. All community members were oriented on the basic knowledge on open data, budget transparency, citizen report and grievance redressal and integrated Technology, Governance and public engagement. Total of 171 participants were trained through event.

3.2. Training to DCSOs and other CSOs to develop/adopt gender and social inclusion policies on women and marginalized groups in governance processes (1114)

3.2.1. GESI implementation and monitoring workshop

The GESI implementation and monitoring workshop was held on 26 Nov 2018 at Mangalsen

Municipality. The Malika Development organization Nepal (MDO-Nepal) and CECI Nepal with financial assistance of SUSASAN Project organized the event. The participants included MDO Nepal Board, General member and all staff. This program was facilitated by Surya Laxmi Bajracharya, GESI Expert/CECI. This program included discussion on good practices, opportunity and challenge. The main content of the event included following issues and discussion.

- Is this GESI policy prepared by the SUSASAN Project?
- Are you aware of the policy policy?
- Have you got the orientation of the new GESI policy?
- After the implementation of GESI Policy you have been shown to have changed.

This workshop was trickled down in community level. 4 CSOs have organized one day orientation in GESI policy at their community. All CSOs members were oriented on the good practise, opportunity and challenge.

3.2.2. 16 Days campaigning's against women violence

16 days campaigning against women violence was celebrated in sanfebagar municipality. MDO/SUSASAN had facilitated in rally management of the event. The event was carried on 21st November 2018 AD. Chairing of the event was done by Equality Development Nepal chairperson Mr Pawan Giri whereby chief guest was head of municipality Mr Kul Bdr Kunwar. The event included activities like fruits distribution to ill patients, warm clothes distribution to orphan children and rally event with slogan against women violence within sanfe city. CSO's member, political party representatives, journalist, social workers and municipality representatives actively participated in the event.

3.3. Training on leadership and participation in democratic citizenry processes for women, marginalized groups and existing women' network (1122)

3.1.1. Orientation on CSOs level local planning process.

With the help of the SUSASAN Project, the orientation process was completed on 14 May 2018 at the Bannigadhi Jaygadh rural municipality. The program was organized for the purpose of informing the officials about local level budget and planning. In the event, rural municipality officials and CSOs representative of Bannigadhi Jaygadh participated. The program was chaired by Vice Chairperson Mr. LOK bahadur Saud. Also the local level planning process orientation by SUSASAN, was conducted on 30th of May 2018 in Sanfebagar Municipality and with attendees from CSOs were present. The program was also organized at Bannigadhi Jaygadh rural municipality ward No. 2. The content was discussed in the program on the basis of the description specified by the local level.

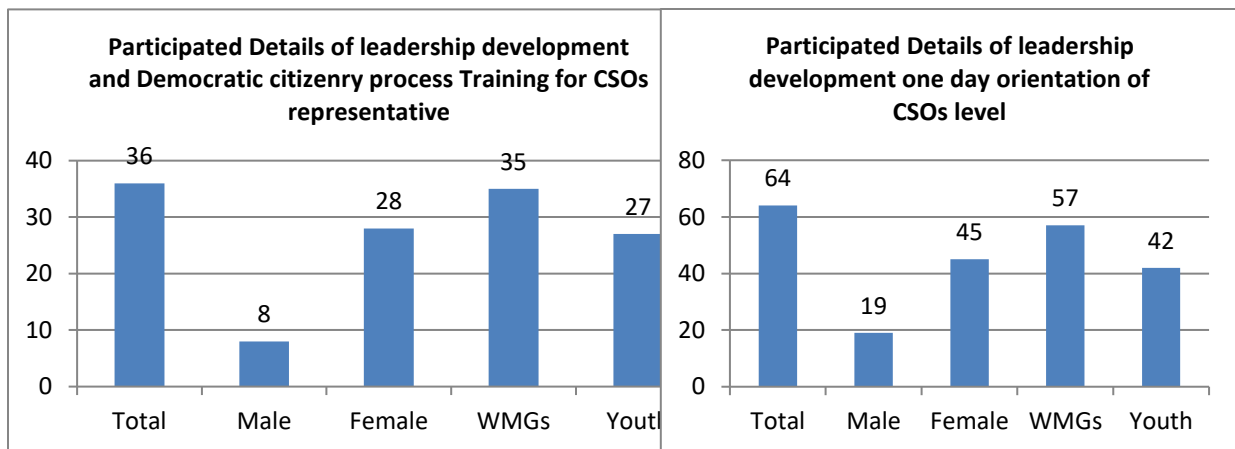
- 7 steps to complete the budget of the local government
- Municipals level Annual planning time schedule.
- Financial transformation module
- Source estimate and budget limit and preference setting

- Planning and program selection from settlement toll level
- Program Preparation process from the Ward Committee
- Budget and planning preparation
- Budget and plan approved from municipals ceremony.

The Orientation was facilitated by SUSASAN project DPC Ratan Bahadur Rawal, Board member Keshav Rawal. There was active participation in training. Total of 25 attendees were present in both the program.

3.1.2. Leadership development and Democratic citizenry process training CSOs and local representative.

ToT on TOT on Leadership development and Democratic citizenry process training was organized by Freedom Forum at Gaidakot and based upon the learning, the same training was conducted for selected CSOs from 6th-9th of August in Budhiganga hotel sanfebagar Achham. Training was organized with the objective of Institutional leadership development in participants and the necessary knowledge, opportunity method and process required for citizens' involvement in the local governance process and concepts for representatives of the civil society organizations. Total of 36 CSOs representative from Sanfebagar municipality and Bannigadi Jayagdh rural municipality had participated in the training program. The status of satisfaction of all participants in the training was 3 or more in scale of 1-5. The Training was



facilitated by SUSASAN team and

board member of MDO. There was active participation of CSO members in training. Practice, presentation, Game, discussion method were implied for training. Also participants from local body were in this event along with facilitation from them.

This training was trickled down in community level. 4 interested CSOs have organized one day orientation in SUSASAN School at their community. All community members were oriented on the basic knowledge on leadership development and Democratic citizenry process. Leadership development and public engagement were mainly covered under the content of training. Total of 64 participants were trained through event.

3.4. 1123-Advocacy campaigns and lobbying activities to position women and marginalized groups in decision making systems using integrated technologies (1123)

SUSASAN has completed Advocacy campaign on ensuring meaningful participation of women and marginalized groups in leader level. The event was organized in 19th March 2019 whereby all elected chairperson and sub chairperson from 10 local structures along with DCC representatives of Achham district had participated. Mr Padam Bdr Majhi from DCC had developed a manifesto and Executive Director of Radio Society Mr Dhurba BC had identified areas of problem and issues. The program was aired live from Radio Society. Issues like government provision on women in leadership in local structure out of two vital post was discussed as two local structures in Achham don't have women in vital post. Even in DCC, both leadership positions have been chaired by men. For these issues, the participants who were leaders requested to political leaders to solve it in coming days. The program was chaired by MDO chairperson while DCC head was as chief guest.

3.5. Establishment of 'Local provincial and national Techno Hubs' (information relays for local and national sharing) within existing structures (1212)

3.3.1. Community Techno hub establishment.

The community techno-hub opening program was done on 3 December 2018 by Deputy Mayor Mrs. Birmala Budthapa. To enhance the awareness and participation level of women specially marginalized groups in democratic processes, increase access on the use of technology and holding government accountable for the delivery of quality public services community techno-hub has been established in the Sanfebagar Municipality-8 Bayalpata. MoU was firstly discussed, amended as needed and signed for approval by project and the local structure. Shortly based on the available structure of the Sanfebagar municipal, renovation plan was finalized and renovation was done as per plan for full set-up of Community Techno-Hub. The renovated structure is environment friendly and does provided access to enable only. The design facilitates Women and Marginalized Groups participation as far as possible. It also guides project for day to day supervision, quality control and monitoring mechanism for renovation and establishment of community techno hub. Also for set-up, contribution of furniture and room for set-up was done by local government and operation has been provided within the building of local government.

3.6. Renovation/ construction of existing physical facilities to establish the Techno Hubs (1213)

Malika Development Organization Nepal has continued to construct Community Information Technology Center in kalika in collaboration with Bannigadhi Jayagadh Rural Municipality. According to the agreement with the Bannigadhi Jayagadh RM, Consumer Committee of completion in March could not be completed due to the rainfall. The construction of the building has been completed by 70 percent. The MDO Nepal, Bannigadhi Jayagadh RM and monitoring committee are being monitored for the quality of the building. To fulfill the Consumer Committees, the rest of the tasks are for the completion of the final period.

- Public review at the mid-term of construction period or after 50% progress (technical/financial)
- Regular supervision and report by municipality, monitoring committee
- 2nd instalment has been paid.

3.7. Develop innovative technological mechanisms and tools for citizens, women and marginalized persons to access relevant data / information and hold local government accountable including (1214)

Project has supported in Grievance Readdressal guideline formulation of both local structures. Based on the guideline, grievance readdressal procedure has also been developed. Orientation on the use of the procedure has also been provided to elected body and CSO's representative. Till date, 3 complain has been registered and are in addressing process and while 5 are registered and on addressing process in Sanfebagar and Bannigadhi Rural Municipality respectively. Grievance officer, committee has also been formed in RM and municipal along with ward level by the government. Standing on the right to information clause defined by Constitution of Nepal, Mr Sundar Thakulla from Bannigadhi -3 has requested to have executive body decision to be made public and now it has been published in e-portal as well.

3.8. Develop and institutionalize mechanisms for off-line users to access relevant data and information by linking with online technology (1215)

Orientation on Mobile app/Audio broadcasting use has been completed in Sanfebagar Municipality and Bannigadhi Jayagadh RM. The offline app named Bannigadhi Jayagadh has been released in play-store and anyone can download the app and access the information offline as well. The participants downloaded the Mobile app and practiced on the various interfaces.

3.8. Training for citizens including women and marginalized groups on the use integrated technologies and how to engage in governance and accountability processes (1224)

ToT on TOT on contrastive citizen engagement training was organized by Young Innovation at Pokhara and based upon the learning the same training was conducted for selected CSOs from 31th Jan to 5th Feb 2019 in Budhiganga hotel sanfebagar Achham. Training was organized with the objective of local government will be able to discuss and review mechanisms for practicing civil engagement in the good governance and accountability and mechanisms. The local government will be able to provide suggestions by analyzing and evaluating the efficiency and accessibility of the tools used for



disclosure of public information. Total of 25 CSOs **Contrastive citizen engagement training at Sanfebagar, Achham**

representative from Sanfebagar municipality and Bannigadi Jayagdh rural municipality had participated in the training program. The status of satisfaction of all participants in the training was 3 or more in scale of 1-5. The Training was facilitated by SUSASAN team and board member of MDO. There was active participation of CSO members in training practice, presentation, Game, discussion method were implied for training. Also participants from local body were in this event along with facilitation from them.

This training was trickled down in community level. 11 interested CSOs have organized one day orientation in SUSASAN citizen school at their community. All community members were oriented on the basic knowledge on tools. Total of 165 participants were trained through event.

3.9. Development of Technological platforms for the use of accountability mechanisms and tools by local government agencies for increased responsiveness (1311)

To facilitate in e-governance major five tools were developed by young innovation. The necessary information/data to finalize these tools were collected on filed level by MDO/SUSASAN team. These open data are being displayed in techno-hub and anyone can access the information by going through the website of respective local structure. The record book for number of visitor in techo-hub for open data has been maintained. Moreover, both the local structure has expressed their gratitude for e-portal and is engaged in updating of the information regularly. Following tools have been developed.

Yearly data portal updating status are below:

S.N.	Tools	Sanfebagar Municipality	Bannigadhi Jayagadh RM
1	E-profile (No. of Category filled out of 52) (2075/76)	46	42
2	POI Map	145	68
3	Policies (2075/76)	Updated	Updated
4	Decision (2075/76)	Updated	Updated
5	Budget (2075/2076)	Updated	Updated
6	Mun Voice Videos	6	3
7	Messaging System	91	198
8	Audio Messaging System	10	0
9	Data Hub	0	3
10	Document Library	22	20
11	Municipal Mobile Apps (Downloads)	0	1
12	Portal Visitors Number	4153	723
13	Page Views	9102	2367

3.10. Develop technology-based information gathering mechanisms (survey, polling, crowdsourcing tools, etc) for local government including integrated use of Open Data solutions through the Techno Hubs (1312)

The orientation program has been completed between document library and data hubs in CSOs representative. Documents prepared by both local level are organized systematically. The CSOs representative has been prepared to inform the officials about the rules governing the local government.

3.11. Provide technical support including technology infrastructure (hardware) support to local government agencies to enhance the digitization and communication of public information- mobilize short term IT volunteer or consultant in both municipality to support in data collection, analysis and refine for TH (1313)

For updating the POI of both local structures, volunteers have been mobilized and all the possible POI has been updated in portals. The local government has authenticated the information and one can now view this in web portals. The orientation on portal has also been conducted in community level as well.

3.12. Conduct training sessions and provide technical Backstopping for local government agencies for using integrated technologies/ Techno Hubs; including support to develop strategic documents/ plans/ policies/ guidelines (1321)

3.12.1. Digital literacy Training at Bannigadhi Jayagadh RM

Data literacy is the ability to read, understand, create and communicate data as information. It refers to an individual's ability to find, evaluate, produce and communicate clear information through writing and other forms of communication on various digital platforms. Digital literacy showcases an individual's computer, writing, and typing skills on platforms, such as mails, ministry web sites, social media and blog sites. Digital Literacy also includes other devices, such as, smartphones, tablets, laptops and desktop PCs. While digital literacy initially focused on digital skills and stand-alone computers, its focus has shifted to network devices including the Internet and use of social media. Digital literacy does not replace traditional forms of literacy, instead building upon the skills that form the foundation of traditional forms of literacy.

All Represented and staff are build ability to read, analyze, evaluate and produce communication in a variety of media form. Imagine a situation where interaction with government can be done through one counter 24 hours, a day, and sevens a weak. The ability to recognize when information is needed and locate, evaluate, effectively use and communicate information in its various format. The ability to use digital technology communication tools or networks to locate, evaluate, use and create information, Data literacy focuses on the ability to understand and build knowledge from data, and to communicate that meaning to others.

All Represented and staff are known typing letter and how to use technology and internet responsibly and application to collaborate share create, inform and enrich. They have become to

ability to locate information from a variety of sources, including print and digital. Evaluate information for accuracy and credibility and it used information for accuracy and credibility, use information to understand, explain, persuade and create. Literacy in social network services and Web sites (such as gov sites and other sites) helps people stay in contact with others, pass timely information, and even buy and sell goods and service. Digital literacy also encompasses a broader range of skills—everything from reading on a Kindle to gauging the validity of a website or creating and sharing YouTube videos.

3.12.2. Orientation SUSASAN Data portal at Ward level

A search engines is a computer function that searches data available on the Internet using keywords or other specified terms, or a program containing this function. Which are the processes of putting your website on top positions on search engines like Google. People these days use search engines to find whatever they want. They don't use to remember internet addresses except for some popular websites they visit daily. That is the main reason why your website needs SEO. In bannigadhijaygadh rural municipality has made an open data portal "bannigadhijayagadh.susasan.org.np" with help of Malika development organization. It is cover all field in rural municipality.

There are lots of people understand about "bannigadhijayagadh.susasan.org.np" open data portal .In this open data portal are provide several document for people such as budget, municipality rules and regulation, news, municipality profile and represented thinking. Local people are getting these information from data portal easily. Main achievement of this training is to build awareness in people on local govement. Most of people find out the budget, rule and regulation and other information from this site. Bannigadhi-Jaygadh rural municipality is remote area in Nepal, so it is most required to impact between people and govement. So it program is very beneficial for local people as well as govement.

There are main objective of this training to build to all people to find, analyze, evaluate all required information from that portal website. Imagine a situation where interaction with web portal can be done through one counter 24 hours, a day and sevens a weak. The ability to increase to recognize when information is needed and locate, evaluate, effectively use for them. The ability to use digital technology communication tools or networks to locate, evaluate, use and find information from "bannigadhijayagadh.susasan.org.np" site, This training to reach between people and govement, it is tool for build in govement susasan. All information find to people easily from that web portal.

3.12.3. Agriculture and Livestock 5 year Strategy plan preparation

The understanding letter for the Agriculture strategy plan and digital literacy class has been signed between MDO-Nepal, Li-Birds Nepal and Bannigadhi Jayagdh. The agreement hold the synergy on cost sharing between three parties whereby SUSASAN and SACAR project within

MDO-Nepal holds around 13.88% cost , Li-Bird holds 34.37% and rest 51.75% by RM itself. This strategy will help in developing the concrete and sustainable action to develop agriculture sector with the local structure. The need and strategy understanding workshop was done in the executive body meeting and passed to carry agreement. It was signed on 14th of Bhadra, 2075 BS. The purpose of strategy planning is the following.

- To achieve the goals of prosperity for the identification and development of potential agricultural and livestock resources in this Bannigadhi to achieve the goal of prosperity
- To assist in the growth of business by improving the relationship between the producers and wholesalers of production and marketing (composers, retail traders, wholesalers) produced by agriculture and livestock based products.
- Guidelines for providing additional investment for improving the livelihoods poor and marginalized sections by proper development of agriculture and livestock fields by coordinated and cooperating with various government and non-government organizations
- The finalization of construction five-year strategic plan for agriculture and Livestock of Bannigadhi Jayagadh Rural Municipality local initiatives taken by Li-Bird and Malika Development Organization Nepal, The Bannigadhi Jayagadh Rural Municipality have started preparing a strategic plan for prioritizing agriculture and livestock area of major income and livelihood sectors.

3.12.4. Orientation on Local Government operating Act 2074

On 10 November 2017, Local Government Operation Act 2074 orientation program was conducted in Bannigadi Jayagdh Rural Municipality Jayagdh. The program was organized in collaboration with the MDO/ SUSASAN project and Bannigadi Jayagdh Rural municipality. The public representatives were organized with the objective of informing local government act related rights and duties. Act orientation was done by senior vice president of MDO Nepal, Keshav Rawal and executive officer of Bannigadi Jayagdh rural municipality Deepak Raj Pandey. In the event, 15 representatives of Bannigadi Jayagdh rural municipality were present. The discussion session was opened after the presentation. The representative said that the program was very good and will be worthy in local operations in the coming days. This orientation program was held under the chairmanship of Bannigadi Jayagdh rural municipality President Rajendra Bahadur Khadka. Also printed copy of the act was provided to each ward and rural municipality for further reference. Total of 20 copies were distributed. Also discussion was grievance redresal guideline of Bannigadhi Jayagadh RM.

3.6.5. Orientation SUSASAN Data portal at Ward level

A search engines is a computer function that searches data available on the Internet using keywords or other specified terms, or a program containing this function. Which are the processes of putting your website on top positions on search engines like Google. People these days use search engines to find whatever they want. In Sanfebagar municipality open data

portal "sanfebagar.susasan.org.np" with help of Malika development organization has been developed covering all field in the municipality.

The orientation on the portal was organized in ward no 8 with main objective to build capacity of all people to find, analyze, and evaluate all required information from that portal website. Imagine a situation where interaction with web portal can be done through one counter 24 hours, a day and sevens a week. The training has enhanced the ability to use digital technology communication tools or networks to locate, evaluate, use and find information from "bannigadhijayagadh.susasan.org.np" site which will inturn support for governance improvement of the local structure.

3.6.6. International Open data day celebrating 2019

In March 2nd 2019, open data day was celebrated in both municipal structures organized on joint collaboration of MDO and both local structures. It's an annual, global celebration of open data. This year will be the 8th time groups around the world come together to take part in local events where they use open data in and for their communities, to solve local challenges, explore exciting opportunities and more. And everything created is for anyone to use and re-use. DCC coordinator Mr Nar



8th International Open data Day celebrating in Sanfebagar Municipality

Bdr Kunwar inaugurated the program in both structures. The event included discussions on the benefits, opportunities and challenges of open data whereby local representatives, stakeholders, journalists had participated.

3.13. Training for local government agencies for the use and implementation of accountability mechanisms and tools through integrated technologies (1322)

2/2 Days orientation to the elected representatives on use of integrated technology has been completed within 6-7 March in Bannigadhi RM while on 11-12 March in Sanfebagar Municipality. The contents of the training included local government policy, budget analysis and technology use. The participants had analysed the policy and budget of fiscal year 075/076 of their own government and committed to reduce the errors in coming year plan.

Also discussion on ways to sustain the technology developed through SUSASAN was carried. Total of 47 participants were involved in the event which was facilitated by project staffs. The level of satisfaction is above 3 among participants in both events and the need to develop reliable, user friendly and need based technology in future was forwarded by participants.

5. Management Activities, Issues and Adjustments

5.1. Municipal Project Advisory Committee (MPAC) meeting

The MAPC meeting was held on 17 Sept 2018 at bannigadhi Jayagadh Rural Municipality. The Bannigadhi Jayagadh Rural Municipality was organized and Malika development organization Nepal was financial assistance of SUSASAN Project. This program participated was Bannigadhi Jayagadh Rural Municipality Officer, Employees, and NGOs representative. The same meeting held on 3 Nov 2018 at sanfebagar municipality. The meeting was discussed by the following issues.

- Annual progress presentation and best learning sharing
- How to manage and define duplication local government and related stakeholder program.
- The MAPC meeting will be organize each 4th monthly basic in Municipals level.
- All the government and non-governmental organizations have decided to make mandatory presence in each meeting.

5.2. Social Audit

The social audit program of MDO-Nepal was held on 25th Oct 2018 at Mangalsen Municipality. The event was organized by Malika Development Organization Nepal (MDO-Nepal) and CECI Nepal with assistance of SUSASAN project. It is the responsibility of organization to respect the right of the community to understand the event and to make the community aware through the basic flow of information. They have the right to get information about the benefit to the citizens by the service of various bodies. Information is considered as an important source of public relations. General awareness about goods or service provided by organization to raise awareness or inform the public is the main theme of the social audit. All people are aware of their right, their voices and actions to the problem along with the reaction of the community towards work or the social practice by publicizing and questioning to and fro between MDO-Nepal and public can be taken as the first practice of good governance, transparency and accountability. The achievements are below.

All stakeholders appreciate information about the organization's work.

- Public and stakeholders provided suggestions about MDO Nepal work.
- The public representatives are positive to coordinate with the organization and do something new.
- Recommendation to be further trained about future plans.
- Provided that the work of all sectors is satisfactory during monitoring.

5.3. Staff Meeting

MDO-Nepal/SUSASAN staff's regular monthly meeting was completed on 30th-31th of July, 2018. Meeting was focused mainly on how to integrate the program in the local restructuring process and extend the coordination and collaboration with NGO/CBOs/CSOs in Municipal and Rural Municipality level. Likewise, discussions were also done on following issues.

- Staff file manage.
- Techno-Hub center data records management of both local structures.
- Individual file and data manage.
- CSOs records manage.
- SUSASAN open data portals data updating.
- Documenting the success stories of the project and evidence collection of both municipals

5.4. Signed on MoU of Bannigadhi Jayagdh Rural Municipality

The understanding letter for the Agriculture strategy plan and digital literacy class has been signed between MDO-Nepal, Li-Birds Nepal and Bannigadhi Jayagdh. The agreement hold the synergy on cost sharing between three parties whereby SUSASAN and SACAR project within MDO-Nepal holds around 13.88% cost , Li-Bird holds 34.37% and rest 51.75% by RM itself. This strategy will help in developing the concrete and sustainable action to develop agriculture sector with the local structure. The need and strategy understanding workshop was done in the executive body meeting and passed to carry agreement. It was signed on 14th of Bhadra, 2075 BS.

Also agreement for running digital literacy class was done on same day. The class is scheduled to run for 5 days from 20th of Bhadra. Total of 20 participants will benefit from the class.

6. Operations

6.1. Changes to Project Governance

MDO constitution highly advocates the participation of Dalit and women in project intervention and in organizational structure as well. At-least 33% women participation and 20% Dalit in executive body is defined by MDO constitution. We have 3 female and 2 Dalit staffs out of 20 staffs. Government strategy and policy on GESI, target groups, Marginalized community, are emphasized on every project interventions. Equity and Equality themes from grass-root to district level forums are prioritized and practiced. The responsible local bodies address gender main streaming and social inclusion in various planning steps and in implementation as well. As this SUSASAN project is set forth to enhance the capacity of government to respond to the diverse needs and rights of people, gender and WMG friendly tools have been considered primarily in implementing the project interventions. Project has been approved and endorsed in both local structures. Before any event, detail event plan, budget breakdown is prepared, finalized and approved. Also, Public audit for each event is also carried.

7. Changes to Risk and Analysis

- Risk registers have been prepared but no risk has been identified yet.

Outputs and Activities Reporting Worksheet

Immediate Outcome 1110	Increased awareness and capacity of civil society working with citizens, women and marginalized groups, to make more effective and efficient use of integrated							
	Output statement from the logic model	Indicator(s) from the PMF	Annual target from the annual work plan 018-19	Actual data (this reporting period- Y2Q4)	Actual data up to last reporting period (Y2-Q1+Q2+Q3)	Actual data (cumulative)	End of project target	Status to date
Output 1111	Governance and technology contextual analysis : Develop a baseline and end line governance and technology contextual analysis including gender and diversity.	Baseline survey report available	0		0	0	1	
		GESI plan available	0		0	0	1	
		End line survey report available	0		0	0	1	
Activity 1111.1								
Activity 1111.2	(if you have more activities, add rows)							
Output 1112	Develop training manual on the use of integrated technology to promote civic participation(including concept and approaches for open data, budget transparency, citizen reporting, grievance reporting)	Training Manual developed	1		1	0	1	
		Number of printed copies available	167		0	0	500	
Activity 1112.1	Develop training manual on the use of integrated technology to promote civic participation							
Activity 1112.2								
Output 1113	Training and awareness raising sessions for DCSOs/other CSOs to promote civic participation in governance and accountability mechanisms	Number of trainign and awareness sessions conducted	2		2	2	6	
		Number of CSOs/NGOs participated	7		28	28	20	
		Number of total participants trained	12		54	54	80	
		Number of WMG trained	8		45	45	50	

		Number of women trained	7		36	36	40	
		Number of participants with level 3 or more satisfaction	10		52	52	64	
Activity 1113.1	Trickle down at CSO level: Sanfebagar (6 CSOs, 107 total, 90 WMG, 84 women) and Bannigadhi (4 CSOs- 64 total, 60 WMG, 58 Women)							
Activity 1113.2								
Output 1114	Training to DCSOs and other CSOs to develop/adopt gender and social inclusion policies on women and marginalized groups in governance processes	Number of training sessions conducted	1	0	5	5	1	
		Number of CSOs/NGOs participated	20	0	4	4	20	
		Number of GESI policy formulated and or updated	1	1	0	1	4	
		Effectiveness of the GESI policy implementation						
Activity 1114.1	1114.2. Training to DCSOs and other CSOs to develop/adopt gender and social inclusion policies on women and marginalized groups in governance processes							
Output 1114		Number of training sessions conducted	1		0	0	1	
		Number of CSOs/NGOs participated	20		0	0	20	
		Number of GESI policy formulated and or updated	1		0	0	4	
Activity 1114.2	CSOs GESI policy formulation and or updating Training							
Immediate Outcome 1120	Increased awareness and capacity of women and marginalized groups to use integrated technologies to influence in local government decision-making processes							
	Output statement from the logic model	Indicator(s) from the PMF	Annual target from the annual work plan 018-19		Actual data (cumulative)	Actual data (cumulative)	End of project target	
Output 1121	Develop gender and social inclusion awareness materials for WMG on leadership/democratic	Presence of types of awareness materials	2	2	1	3	5	

	participation and integrated technologies	Number of printed copies available	500	25	18	43	2000	
Activity 1121.1	Y2Q4- TV PSA and SUSASAN notebook							
Activity 1121.2								
Output 1122	Training on leadership and participation in democratic citizenry processes for women, marginalized groups and existing women' network	1122.1 Training to CSOs on leadership and participation in democratic citizenry processes for WMG						
		Number of training and awareness sessions conducted	1		4	4	3	
		Number of CSOs/NGOs participated	15		55	55	20	
		Number of total participants trained	30		440	440	60	
		Number of WMG trained	18		234	234	36	
		Number of women trained	14.4		160	160	29	
		Number of participants with level 3 or more satisfaction	24		37	37	48	
		1122.2 Training to CSOs member with trickled down in community on leadership and participation in democratic citizenry process	Y2Q1 & Q2- Orientation on local level planning process to CSOs and LG personnel 2 events and municipal level training on SUSASAN school on leadership 2 event; Trickle down activities on leadership at both municipality (4 events at 4 CSOs- Total 64, WMG 58, Female 46)					
1122.3 Orientation to CSOs with trickled down in community to support in local level planning process								
Output 1123	Advocacy campaigns and lobbying activities to position women and marginalized groups in decision-making systems using integrated technologies	Number of advocacy campaign conducted	1	1	0	1	2	
		Effectiveness assessment of campaign's target (policy makers)						
Activity 1123.1	Advocacy campaigns and lobbying activities to position women and marginalized groups in decision-making systems using integrated technologies	Y2Q4- District level advocacy campaign (20 CSOs participated with 73 members in which 27 WMG and 25 female); Int women day celebration with interaction program at Sanfebagar & Bannigadhi Jayagadh (6 CSOs, 376 total, 308 WMG, 284 women)						
Activity								

1123.2								
Immediate Outcome 1210	Increased access of civil society, citizens, women and marginalized groups to integrated technologies facilitating the implementation of accountability and transparency mechanisms in local governance processes							
	Output statement from the logic model	Indicator(s) from the PMF	Annual target from the annual work plan 018-19		Actual data (cumulative)	Actual data (cumulative)	End of project target	
Output 1211	Mapping and analysis of existing Open Data initiatives	Number of open data mapping event/initiatives	1		0	0	3	
		Number of open data mapping report available	1		1	1	3	
Activity 1211.1	Finalize existing Open data initiative report							
Activity 1211.2								
Output 1212	Establishment of 'Local provincial and national Techno Hubs' (information relays for local and national sharing) within existing structures	Number of techno-hubs established and operated	1		1	1	4	
		Number of local government agencies trained to operate the techno-hub	0		2	2	2	
		Number of DCOs trained to operate the techno-hub	0		1	1	1	
		Number of people capacitated to operate techno-hub	12		4	4	50	
Activity 1212.1	Establishment of 'Local provincial and national Techno Hubs' (information relays for local and national sharing) within existing structures							
Activity 1212.2								
Output 1213	Renovation/ construction of existing physical facilities to establish the Techno Hubs	Number of physical facilities build and or rennovated	1		1	1	4	
Activity 1213.1	Renovation/ construction of existing physical facilities to establish the Techno Hubs							

Activity 1213.2								
Output 1214	Develop innovative technological mechanisms and tools for citizens, women and marginalized persons to access relevant data / information and hold local government accountable including	Number of technological tools and mechanism developed	2	1	0	1	6	
		Number of CSOs trained on using technological tools and mechanism	7	11	0	11	20	
		Number of CSOs used technological tools and mechanism	7	11	0	11	20	
		Presence of Gender Equality and Social Inclusion (GESI) Assessment	0		1	1		
Activity 1214.1	Develop innovative technological mechanisms and tools for citizens, women and marginalized persons to access relevant data / information and hold local government accountable including	GRM Online-Y2Q4						
Activity 1214.2								
Output 1215	Develop and institutionalize mechanisms for off-line users to access relevant data and information by linking with online technology	Number of off line tools linked with technological tools and mechanism developed	2	2	0	2	6	
		Number of CSOs trained on using off line tools linked with using technological tools and mechanism	7	11	0	11	20	
		Number of CSOs used offline tools linked with technological tools and mechanism	7	11	0	11	20	
		Presence of Gender Equality and Social Inclusion (GESI) Assessment	0		1	1		
Activity 1215.1	Develop and institutionalize mechanisms for off-line users to access relevant data and information by linking with online technology	Tool developed in Y2Q4- GRM offline and Mobile app						
Activity 1215.2								
Immediate Outcome 1220	Increased capacities of citizens, especially women and marginalized groups to adapt and use integrated technologies to hold their local government accountable							

	Output statement from the logic model	Indicator(s) from the PMF	Annual target from the annual work plan 018-19		Actual data (cumulative)	Actual data (cumulative)	End of project target	
Output 1221	Conduct Knowledge, Attitude and Practice (KAP) survey	Number of KAP survey conducted	0		0	0	2	
		Number of KAP survey report available	0		1	1	2	
Activity 1221.1	Finalize KAP Survey report							
Activity 1221.2								
Output 1222	Conduct Action-Research on the Socio-economic impacts of citizens-State engagement	Number of action research conducted	1		0	0	3	
		Number of action research report available	1		0	0	3	
Activity 1222.1	Conduct Action-Research on the Socio-economic impacts of citizens-State engagement							
Activity 1222.2								
Output 1223	Develop training materials on use of integrated technologies for citizens, especially WMG for social accountability purposes	Number of types of thematic guidebooks developed	9		4	4	9	
		Number of printed copies available	150	84	84	168	1800	
Activity 1223.1								
Activity 1223.2								
Output 1224	Training for citizens including women and marginalized groups on the use integrated technologies and how to engage in governance and accountability processes	Number of training and awareness sessions conducted	2	2	0	2	6	
		Number of CSOs/NGOs participated	10	28	0	28	20	
		Number of total participants trained	70	80	0	80	140	
		Number of WMG trained	42	80	0	80	84	
		Number of women trained	34	50	0	50	68	

		Number of participants with level 3 or more satisfaction	56	60	0	60	112		
Activity 1224.1	Training for citizens including women and marginalized groups on the use of integrated technologies and how to engage in governance and accountability processes		Y2Q4- Trickle down at CSO level: 11 events/11 CSOs, 6 in Sanfebagar and 5 in Bannigadhi- 146 total, 134 WMG, 122 women)						
Activity 1224.2									
Output 1225	Public sensitization campaigns on the importance of participatory monitoring of public service delivery and of social-economic impacts of citizen-State engagement using integrated technologies	Number of campaigns conducted	1		0	0	3		
		Number of printed campaigning materials	1400		0	0	6000		
		Number of press articles/PSA	3		0	0	6		
		Number of Radio spot	1		0	0	1		
		Number of TV spot	1		0	0	1		
		Number of social media message/illustrated graphics/animation	70		0	0	156		
		Number of people participated	2500		0	0	7000		
		Number of WMGs participated	1500		0	0	4200		
		Number of Women participated	1200		0	0	3360		
Activity 1225.1	Public sensitization campaigns on the importance of participatory monitoring of public service delivery and of socio-economic impacts of citizen-State engagement using integrated technologies								
Activity 1225.2									
Immediate Outcome 1310	Increased access of local government to integrated technologies to implement governance and accountability mechanisms provisioned in existing policies to better respond to the needs and rights of citizens, especially women and marginalized groups								
	Output statement from the logic model	Indicator(s) from the PMF	Annual target from the annual work plan 018-19		Actual data (cumulative)	Actual data (cumulative)	End of project target		
Output 1311	Develop the technological aspect/platforms of the accountability mechanisms and tools for the	Number of technological platform developed	3	2	0	2	8		

	use of local government for increased responsiveness	Number of local government agencies used the technological platform	12	2	0	2	15	
		Number of local government agencies with 3 or more level of satisfaction on use of the technological platform	9		0	0	10	
Activity 1311.1	Develop the technological aspect/platforms of the accountability mechanisms and tools for the use of local government for increased responsiveness	Y2Q4- E citizen charter and audio based broadcasting system						
Activity 1311.2								
Output 1312	Develop technology-based information gathering mechanisms (survey, polling, crowdsourcing tools, etc) for local government including integrated use of Open Data solutions through the Techno Hubs	Number of technological based information gathering mechanism developed	1		2	2	4	
		Number of local government agencies used technological based information gathering mechanism	12		2	2	15	
		Number of local government agencies with 3 or more level of efficacy on use of technological based information gathering mechanism	9		0	0	10	
Activity 1312.1	Develop technology-based information gathering mechanisms (survey, polling, crowdsourcing tools, etc) for local government including integrated use of Open Data solutions through the Techno Hubs	Y2-Q4- Data hub and document library						
Activity 1312.2								
Output 1313	Provide technical support including technology infrastructure (hardware) support to local government agencies to enhance the digitization and communication of public information	Number of local government agencies provided technical support to digitize, update and disclose public information	1	2	2	2	2	
		Types of information digitized	3	1	6	6	6	
		Types of information disclosed	3	1	6	6	6	
Activity 1313.1	Provide technical support including technology infrastructure (hardware) support to local	Y2Q4- E citizen charter						

	government agencies to enhance the digitization and communication of public information- mobilize short term IT volunteer or consultant in both municipality to support in data collection, analysis and refine for TH							
<i>Activity 1313.2</i>								
Immediate Outcome 1320	Increased capacity of local government to better respond to the needs and rights of citizens, especially women and marginalized groups, through integrated technology-based governance and accountability mechanisms for increased citizen-State dialogue							
	Output statement from the logic model	Indicator(s) from the PMF	Annual target from the annual work plan 018-19		Actual data (cumulative)	Actual data (cumulative)	End of project target	
Output 1321	Conduct training sessions and provide technical backstopping for local government agencies for using integrated technologies/ Techno Hubs; including support to develop strategic documents/ plans/ policies/ guidelines	Number of activities conducted	4	2	8	10	12	
		Number of government agencies participated	2	2	2	2	3	
		Number of government officials participated	5	139	123	262	20	
		Number of strategic documents/plans/policies/guidelines updated/developed	1	1	2	3	1	
<i>Activity 1321.1</i>	Conduct training sessions and provide technical Backstopping for local government agencies for using integrated technologies/ Techno Hubs; including support to develop strategic documents/ plans/ policies/ guidelines	Y2Q4- IOD day celebration in both local government, Total 139, WMG 38, female 32; SUSASAN promotion strategic action plan at Bannigadhi Total 24, WMG 11, Female 8						
<i>Activity 1321.2</i>	Digital literacy training for local representative							
<i>Activity 1321.3</i>	Agriculture and livestock five year strategy plan preparation							
<i>Activity 1321.4</i>	Grievance management policy preparation							

Activity 1321.5	Orientation on local level planning process							
Output 1322	Training for local government agencies for the use and implementation of accountability mechanisms and tools through integrated technologies	Number of training conducted	2	2	0	2	6	
		Number of government agencies participated	2	2	0	2	2	
		Number of government officials participated	22	47	0	47	50	
		Number of participants with level 3 or more satisfaction	18	47	0	47	40	
Activity 1322.1	Training for local government agencies for the use and implementation of accountability mechanisms and tools through integrated technologies							
Activity 1322.2								
Output 1323	Sharing of Canadian/international practices on accountability and governance experience using integrated technologies with local government agencies to facilitate knowledge transfer	Number of sharing sessions conducted	0		0	0	1	
		Number of government officials participated	0		0	0	10	
Activity 1323.1								
Activity 1323.2								
Output 1324	Develop and produce information and awareness materials for target groups on the use of integrated technologies for good governance and accountability, capitalizing on the Nepalese lessons learnt	Capitalization document available	0		0	0	700	
		Number of copies of the capitalization document distributed	0		0	0	700	
		Number of presentation conducted	0		0	0	5	
Activity 1324.1								
Activity 1324.2								
Management activity	Common Activity							
1	Project Evaluation by SWC (Mid-term)				0	0		
2	Project Evaluation by SWC (Final)				0	0		

3	National Project Advisory Committee Meeting				0	0		
4	Distract Project Advisory Committee Meeting		2		2	2	8	
5	Inception Workshop/Training		0		0	0	1	
6	Annual planning & review meeting with Partners & Beneficiaries (National)	1	1		0	0	4	
7	Annual Learning & sharing meeting among CECI & Partners Staffs (Regional)(Training)		1		0	0	4	
8	Social Audit/Public audit-Learning meeting	1	1		1	1		