

Local Governance Bi-Monthly Bulletin

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Local Governance as the Key to Development

MINISTRY OF STATE ADMINISTRATION FACILITATED A TRAINING ON “SITE INVESTIGATION SURVEY” FOR DISTRICTS TECHNICAL STAFF

To increase technical knowledge and ability of Districts Development Commission (KDD) and territorial delegations' technical, Ministry of State Administration (MSA) through National Directorate for District Development (DNDD) with support from Local Governance Support Programme (LGSP, UNDP-UNCDF) conducted training on Site Investigation Survey in 13 districts. Training in districts Bobonaro and Baucau conducted on 8-11 of October 2013, in respective District Administration office.

Marcos Pereira, technical staff of DNDD who facilitated training in Bobonaro district said, “This training is focussing on site investigation because in reality the BoQ and design that prepared by districts technical staff for the time being, often does not comply with the reality in the field. Therefore we expect that this training will help them to collect data in accordance with the reality in the field, for example if a project needs also local materials, they have to list them in their notes. So that when a BoQ is produced it could comply with the price of materials and transport in the remote areas. We hope that this training will reawaken and augment their capacity in site investigation survey area”.

Also Adelino Coa, technical staff of DNDD who facilitated training in Baucau district said, “The purpose of this training is to share experience to each other on how to do a proper site investigation survey, how to collect data in the field to prepare a good project”.



Training in Maliana, 8-10-2013

The subjects delivered in the training were desk investigation, the information needed to collect and confirm when conducting survey, characterization of project site, and demolition. In addition to the

theoretical aspect delivered in the training, there was also practical session, such as practice doing sketch and site investigation using materials such as, meter, level, hammer, etc.

Participants in the training said that the training is good and will benefit them. Mrs. Natalina do Rosario, technical staff of KDD Bobonaro in her comment said, “This training is really good, as it will increase our knowledge on how to do site investigation, how to make design and BoQ”.



Training in Baucau, 11-10-2013

On the other hands participant in Baucau, Mr. Mario do Rego, Supervisor of Baucau District Public Works in area Street, Bridge and Flood Control, in his comment said, “This training has benefit to all participants, as it will increase capacity of the people who are currently working in the technical part. The subjects we learnt were also about some works we have performed, but there were some theories we may forgot to implement. So this training reminds us on something we may not complete to implement”.

Participants in the training were technical staff from KDD and territorial delegations in districts. In Bobonaro district, technical staff of territorial delegations who participated were from SAS, Agriculture and Public Works. In Baucau district, technical staff of territorial delegations who participated were from SAS and Public Works.

The training about Site Investigation Survey in other districts also conducted in October, but in some districts will conduct in November.

SOCIALIZATION ON INTEGRATED DISTRICT DEVELOPMENT PLANNING CONDUCTED IN AILEU DISTRICT

Ministry of State Administration (MSA) thorough National Directorate for District Development (DNDD) with the support from LGSP, UNDP-UNCDF on 23rd of October 2013 conducted socialization on Integrated District Development Planning (PDID) in Aileu district. The purpose of the socialization is to inform about some amendments in the PDID planning.

Socialization in Aileu district conducted directly by Director of DNDD, Mr. Herminio Moniz. When opening the socialization, the Director of DNDD said, “For 2013 the PDID planning will be a little bit different with the previous one. Every year, we make plan in previous year, then implement in the following year, the planning we

make in 2013 will be implemented in 2014, and in 2014 we make plan for 2015. But for this year we make changes, some steps of planning for 2015 like Suco's needs identification, and KDSD meeting, we start to conduct in 2013. In 2014 we will continue with the plan that already started in 2013, continue to have district investment plan for 2015. This is the big alteration in the planning calendar. Also for the next year, 2014 we will start to make plan for 2016. In this way, EVAS will have enough time for project verification. And also will have enough time for preparing design and BoQ of PDID project.

Alteration in PDID planning, in addition to change in the planning

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In Brief

Information for
November & December :

- **Implementation progress of PDID project;**
- **Approval of Oecusse's DSDP.**

calendar, there is a change also in the Sector Classification in Indicative Menu, that now only classified into 5 sectors such as: 1) Health, 2) Water and Sanitation, 3) Education, Culture and Sport, 4) Agriculture, Food Security and Livelihoods, and 5) Road, Bridge and Flood Control. The other alteration is about the elimination of classification of PDID project into PDD I and PDD II, that district will only present project with budget. One more alteration is about criterion in project prioritization process in district in matrix sector multi-criteria and matrix multi sector multi-criteria.



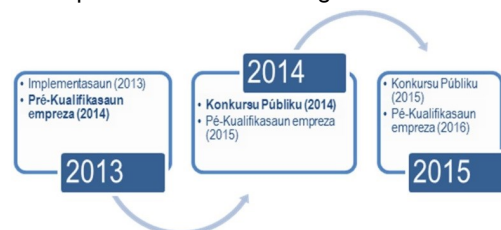
Socialization of PDID in Aileu, 23-10-13

With the alteration in the planning process, the Director of DNDD asked to the Aileu's District Administrator, after this meeting, to start sending out letters to Sub-District Administrators, Suco Chief and territorial delegations to initiate pro-

ject identification according to the PDID planning process based on dispatch of MAE no. 27/GM/X/2013.

In that socialization, besides socialized about PDID planning, socialized also PDID procurement, which informed about job of District Procurement Commission (KAD) and annual PDID procurement process.

The annual PDID procurement process will take place as shown in the diagram below:



In the socialization meeting conducted also election for territorial delegations and Suco Chief who will become member of KAD.

Participated in the socialization, Aileu's District Administrator, Territorial Delegations, Chief Department for Planning and Development, Sub-District Administrators, Community Development Officer and Suco Chiefs, included NGO Plan and World Vision.

Socialization in the other district also conducted in October.

DISTRICT PROCUREMENT COMMISSION PARTICIPATED AT THE TRAINING ON PDID PROCUREMENT REGIME

On 30 October 2013, Ministry of State Administration (MSA) through National Directorate for Local Development (DNDD) with support from LGSP, UNDP-UNCDF facilitated a training on PDID Procurement to members of District Procurement Commission (KAD) from 12 districts, which took place at ETDA, Comoro-Dili.

The training was about PDID Procurement Regime, but only focus on the prequalification process. Prequalification process is the process that KAD will do to evaluate and prequalify contractors in order to participate in the district tendering process.

During prequalification process, KAD will prequalify contractors into 2 categories:

1. Category A for project execution with the value up to \$150.000,00;
2. Category B for project execution with the value higher than \$150.000,00 to \$500.000,00;

In that training, participants also received orientation from trainer on how to fill in prequalification forms.

Participants in that training said that the training really facilitates them to work as member of KAD. Mr. Chiquito de Almeida, Chief Department for Planning and Development of Ainaro, in his comments said, "This training could facilitate and open our mind on how is the procurement

process. During the training we received orientation on how to announce to contractors so that they could submit their company profile according to the criteria in the instruction".

The PDID procurement training, was second one, the first was conducted in April 2013. The second training was to remind the KAD members about the work of PDID procurement because KAD will start doing the prequalification in November 2013. The contractors that are prequalified in the prequalification will participate in the district tender for PDID project of 2014.

Oecusse district did not participate in that training because at the same time they had just conducted PDID socialization. Training for KAD Oecusse will be held in November 2013.



Treinamentu ba KAD iha ETDA-Dili, 30-10-2013



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