

Income & Work October 2012 Report

Department Summary

Please summarize your department's work this month

- Assisted the Oxfam donor with the Management Team's visit to the Phsar Touch and Compassion House to see women in a successful sewing program
- Participated in a student RK donation for the new academic year
- Micro-Business Administrator helped in teaching Life skills to the GRB class, assisted by the Vocational Training Coordinator
- Micro-Business Administrator participated in the Peaceful Workshop at Chab Dai Coalition
- Vocational Training Coordinator participated in a training discussion for the next 2013 Advanced Counselling Training
- Vocational Training Coordinator participated in a Basic Counselling Final Session at Chab Dai Coalition

Vocational Training

Reporting: SOEUR Sokunthea

1. Sewing

Staff in charge: Ms. MARCH Samphas

Highlights:

- Better performance achieved as 50 sets of uniform and 23 skirts were made this month compared to 35 sets of uniform made last month
- Good teamwork among the student. They helped one another out by taking on an increased workload when some were absent so as to meet the deadline
- K C's attendance became more regular as a result of support and counseling from both social work and micro-staff
- Student behaviour and attitude improved after coaching given by the trainer at meetings

Challenges

- R L was unable to continue with her studies due to her family's financial problems. Her family needed her to work to help support the family. She was able to get a job as a cook in a factory.
- Some students, due to family issues were late for classes. Just 5 students attended classes regularly.
- Poor discipline arising from loud talking and inappropriate language by some students
- Unable to meet the target of 100 sets of uniform due to the sudden office move and irregular class attendance
- P C underwent an abortion and was unable to attend classes for about 2 weeks
- V P S had been absent more often without informing.
- Vocational Training Coordinator was unable to meet the sale order of RK uniforms to Betli and Glory NGOs because of increased orders as well as the sudden office move.

Activities for Next Month

- Continue sewing more uniforms for RK students
- Facilitate in uniform making processes for Asian Hope NGO
- Work with our Vocational Training Coordinator and volunteer from Oxfam QC to promote the sale of our uniform services to more private schools, companies and NGOs.
- Participate in monthly meetings with the micro-team
- Make uniforms for Asian Hope NGO

- Participate in Product Management Training at CJCC
- Cooperate with Vocational Training Coordinator in the teaching of Life skills to the students
- Introduce the mode of teaching to students
- Assist Danielle and the micro-team in the Financial Workshop Session 2

Goals

- Strengthen cooperation among the social staff and micro team in order so as to promote better communication on issues regarding women
- Continue coaching sessions for the women in order to change their behavior
- Promote class discipline and efficiency

2. Handicrafts

Staff in charge:

We had recruited a trainer for Handicraft training but were unable to start the class as clear tasks and responsibilities had not been laid down in addition to the sudden office move. We plan to start the class in the middle of November.

Job Placement

Reporting: Ms. SOEUR Sokunthea

Highlights

- 2 Get Ready Girls passed the interview at Hagar
 - S C
 - M S

Challenges:

- 4 Get Ready Girls failed to attend vocational training at Hagar due to their inability to meet the age requirements
 - C R
 - T T
 - P S
 - S S
- the challenge regarding age requirements of students who graduated from the Get Ready Program, It is hard to find a place for their skills training as most of our partner NGOs would not accept them.

Plan for next Month

- Work with the Get Ready Coordinator to find places for 4 GRGs to study

Piecework (Bootstraps)

Reporting: SOEUR Sokunthea

Highlights

- C R who had learnt sewing was paid \$4 per week as a tip by the shop owner
- L C who studied at a woman's beauty salon was paid some money whenever she helped work there by the shopowner . This helped her to support herself.

Challenges

- N P who was 4 months pregnant could not attend class regularly

- Moved our December Reflection schedule because the budget was too low to pay for the rent of a room, preparation of snacks as well as transport for 15 women.
- P B who suffered from motion sickness could not attend class more regularly
- We spent less on transport fees for women training outside. The transport fee was reduced to half due to a holiday on Pchum Ben and the one week training for
- one woman was moved to a nearer place

Activities Next Month

- Make a visit to each student's study place to discuss his or her studies as well as well as problems in the class
- Teach Life skills eg .Women Leadership, Women and Hygiene, Honestly and Dignity to women in the sewing class
- Promote sale of student uniforms to private schools, companies and NGOs (Glory, Belti)
- Visit women and girls who are training at partner NGOs
- Provide food boxes and transportation fees for women in training
- Provide bicycles for women who are training outside
- Participate in weekly and monthly meetings with the micro-team and women in VT

Financial Training Seminar

Reporting: SOEUR Sokunthea

Highlights

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Challenges

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Next Month

- Continue in November with the 2nd lesson of the program

Evaluations

None Due

Yes, attached as _____ (file name)

Administration and Record Keeping

Reporting: METH Savda

Highlights

- Cooperated with Case files Coordinator to update micro-department clients
- Assisted auditors in their auditing of micro-products
- We earned \$ 133.50 from sold handicraft products
- Made 50 sets of uniforms and 23 skirts
- Most of the women in VT training, both in RK and outside re-registered for the bootstrap form
- Completed new inventory reports with the help from MAYA
- 20 families of of RK's client received DCA assessment and were evaluated

Challenges:

- Conduct our normal weekly and monthly meetings with the women in Vocational Training, due to all the changes.
- Difficult trying to finish the report and monthly planning due to the sudden moving of the office, slow team work and lack of cooperation.
- We were not able to use the budget approved by Oxfam Quebec for staff capacity building related to One Livelihood Project. This was because we still could not catch up with the changes and the sudden office move. We will use that money in the next month.

Plans for next Month

- Conduct monthly meeting for women in vocational training at the end of November
- Teach Lifeskills lessons to the Get Ready Boys
- Conduct department meetings every Friday morning on 1st and 3rd weeks
- Work with Finance assistant to complete loan data for finance company
- Participate in the 4th Peaceful Family Training Session at Chab Dai
- Continue to re-register women into bootstrap form and translate it into English for the Singapore staff

Goals:

- Ensure that the reports are completed on time

Loan

Reporting: METH Savda

Highlights

- Mr.S's loan was completed

Challenges:

- R asked for delay in repayment of her loan this month because she needed money to pay for her study materials
- H S asked for delay in her loan repayment till she gets a job
- S M asked for delay in her loan repayment because she spent a lot of money during Pchum Ben day

Plan for next Month

- Home visits and collection of loan repayments from clients

Direct Cash Aid

Reporting: METH Savda

Highlight

- 12 families of GRB's generation IV did an assessment
- 11 GRGs' families received DCA support
- 12 GRBs' families received DCA support
- 14 women in Vocation training received Food box and Pocket money support

Challenge

- B M's family (grade A family) did not take the DCA support this month

Next Month

Please briefly describe activities planned for next month

- Provide DCA support to 13 families of GRB
- Provide food box support to women in Vocational Training

