

# Income & Work July 2012

## Department Summary

Please summarize your department's work this month

- Micro-unit participated in stress management training at RKF office
- Family profile were updated
- The main staff of the Micro-unit together participated in Strategy Planning Workshop at Oxfam OQ
- The Micro-Business Admin informed that 24 women participated in Saving Survey with Volunteer name (S)
- The Micro-Business Admin facilitated the making of the summary lesson plan for the sewing trainer
- The profiles of the families were updated.
- The Micro-unit main staff participated in Gender Training at Oxfam OQ.
- The Micro-Business Admin assisted Mr.Sok Sambo to recruit the Get Ready Boy.
- The Micro-Business Admin assisted Mr.IN Ann in informing the updates to the micro-department clients.
- The Micro-Business Admin facilitated to make the pamphlets in order to promote RKF student uniform. Five women had visited and 4 women (KS,TC,HP and AD) were consulted.
- The Micro-Business Admin participated in the Basic Counseling at Chab Dai coalition for 2 days.
- The Micro-Business assistant and Micro-coordinator participated in Breast Cancer training at the family house.
- The Micro-Business Assistant cooperated with Get Ready Program assistant to conduct a field trip for 11 GRGs at Kean Svay Kroa.
- The Micro-Business unit participated in staff policy for 2013 at the main office with all the key staffs.
- Two women were brought for an interview to the Smarterial shop
- The Micro-Business Admin assisted Mr. Sambo to provide the DCA support and wrote the feedback form for 29 clients (both GRBs and GRGs)

## *Vocational Training*

### *Reporting:*

Staff in charge of report: KS

### **Sewing**

#### **Highlights:**

- KK 2<sup>nd</sup> generation sewing student was provided with bicycle as transportation to work at the garment factory.
- Women in the sewing class had participated in healthcare training about breast cancer at Riverkids center.
- The Micro-Business Assistant cooperated with the sewing trainer to conduct morning session training for 2 week about life skills.
- 5 women were interviewed into the sewing course.
- 128 uniforms were made by the women.
- The students who were good in needle work, helped in making student uniform.
- Students respected class discipline and the teacher's advice and good hygiene.
- Students were fast learners, hard working and have good behavior
- They were friendly and helped each other, and they were always concerned when their classmates fell sick.
- The bicycle that was provided to IC was transferred to KC, because she couldn't ride it well due to her weak health while she got pregnant.

#### **Challenges**

- HP a student in the sewing class who registered to participate in the course refused to attend the class. We visited her repeatedly for 3 to 4 times. Her was there wasn't anyone who could look after her 3 children at home. After hearing that, we decided to register 2 of her children age 7 years old and 10 years old into RKF program. The youngest child was too young to enroll in any program, so we suggested her to employ/ask her younger sister to help. After this discussion, she agreed to act as per what we organized for her. And so we waited for her to come at main offer to register her children. But so far week one and week two have passed and even though we as well as the social work visited her again and again she always said a lot of unreasonable excuses. In the end, we concluded her action as refusing to be our client and we decided to recruit other women instead
- KS a student in sewing class also refuse to be our client. Her problem is there is no one to take care of her 2 children. Before registering she had employed someone to look after her youngest child (7 months old) that was why we agreed to register and help enrol her for 3 years in the baby belly program. Unfortunately, when the course started her employee refused to look after her child because she was employed by some other person for a higher

salary. With this challenge we had visited her more than 4 times to discuss and even try to find people to look after her youngest child. The outcome was, we felt it was really hard to find people to look after her baby because he was too young to handle so finally she decided to look after him herself.

- One student always fell sick during study because she was pregnant, however, she was never absent from the course
- KC was still working at night as a dish player, because she needed money to repay a debt of around 500\$. So she always came to class late as didn't have enough time to sleep.
- TC refused to attend training after the study class here for one week. She got engaged all of a sudden and got married too right after that. She will move to live with her husband soon.
- The Micro-unit in cooperation with social unit facilitated in working against the domestic violence of micro-client (AD).

### Targets for Next month

- Teach straight stitch, double stitch mode
- Give women the work of making school uniforms during weekend.
- Make sure the students in sewing class know how to do basic sewing
- How to measure presser foot stitch mode (1 measure stitch, 2 measure stitch or 3 measure stitch) and close face stitch mode
- Teach hide stitch mode, how to apply normal clothes slide and hide clothes slide

### Evaluations

- None Due
- Yes, attached as \_\_\_\_\_ (file name)

### Activities This Month

Activity	Date	Amount	Outcome
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### Next Month

Please briefly describe activities planned for next month

Please list any field trips and workshops during this month

• Name	• RKID	• Skills training	• Frequency	• Community

### Evaluations

- None Due
- Yes, attached as \_\_\_\_\_ (file name)

### Plans For next month

- Will schedule a field trip for women and girls.
- Make sure the women who are training outside and inside have all the necessary profile and documents.
- Make the budget plan submit on time
- Prepare action plan for micro business units
- Make sure the team meeting is held regularly for the micro-business department
- Make sure the sewing trainer and students learn how to make a quality product.

### Loan Reporting:

Staff in charge of report: MS

### Highlights

- OT staff loan completely repaid.
- AC, the finance assistant accessed an emergency loan to pay for her university fees, an amount of 200 \$
- OS is going to return the machine back in next 2 months
- 16 people returned their loan amounts this month including business loans, machine and bicycle loans.

### Challenges:

- Since the process of selecting the GRB just finished late ie; in the end of this month, I wasn't able to do an ABCD assessment of the GRB family, hence I'll take action with this activity this month

- NP returned the push cart back after he enjoyed the loan for 4 months. This is because he decided to move to live at his homeland at Pursat to do farming and look after his mother there instead
- KS asked for a delay in the repayment of the loan for this month because she didn't do her business about 2 weeks in order to look after her sick mother. That's why she didn't have enough money to repay the loan this month.
- TP loan also asked for a delay to repay again because her family couldn't spare the money for loan repayment yet. The reason being, her son was the only breadwinner in the family at present. Further more, this month her father got sick again. She told that she will return back regularly starting from next month.
- SK bicycle loaner asked for a delay in the repayment because she received her salary late this month.
- NN asked for a delay in the repayment because this month she went to Seam Reap to participate in her niece's funeral, hence she didn't have enough money to return loan this month.
- JD asked for a delay in the repayment again because she didn't get any job yet.

#### **Plan for next Month**

- Assist in providing Direct Cash Aid to GRBs & GRGs families along with Mr. S
- Auditing storeroom and check inventory
- ABCD families assessment of GRBs' next generation program
- Collect the amounts of loan repayment
- Make department structure
- Facilitate monthly meeting of sewing class
- Organise Advocacy walk
- Provide food boxes and pocket money to sewing student every week
- Arrange for home visits for women who have recently enrolled in the sewing class

#### **Evaluations**

None Due

Yes, attached as \_\_\_\_\_ (file name)

#### **Financial Training**

#### **Reporting:**

#### **Highlights**

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#### **Challenges**

### Evaluations

None Due

Yes, attached as \_\_\_\_\_ (file name)

### Next Month

- The Micro-Business Coordinator and the Finance Manager will conduct a cash flow training program for the women in sewing class and handcraft.

Please briefly describe activities planned for next month

### Activities This Month

Activity	Date	Participants	Outcome

### Food Boxes

#### Reporting:

Staff in charge of report: SK

#### Highlight

- 11 GRGs families generation VIII was provided DCA support
- 12 GRGs families generation VII was provided DCA support
- 9 GRBs families generation III was provided DCA support
- 30 total of GRBs and GRGs families have filled in the feedback form
- 5 women in the sewing program were provided food box support, but one woman (TC) got the support for the 1<sup>st</sup> week because she suddenly got married after a week, and so she wanted to stop being our client

#### Challenge

- SS ( GRB) he has worked for two months but he does not have any specific jobs yet so Riverkids is still supporting DCA support in this month

#### Evaluations

- None Due
- Yes, attached as \_\_\_\_\_ (file name)

### Next Month

*Please briefly describe activities planned for next month*

- There will be 5 new women in sewing program and they will be provided with food box

### Direct Cash Aid Support for GRBs generation 3 and GRGs generation 7

<b>No</b>	<b>Name</b>	<b>Sex</b>	<b>Relationship to GRGs &amp; GRBs</b>	<b>ABCD assessment</b>	<b>Direct cash aid support</b>
1	NN	M	GRB	A	6.25 \$
2	ML	F	Mother of HV GRB	A	6.25 \$
3	ST	M	Uncle of ST GRG	A	6.25 \$
4	MN	F	Mother of TD GRG	A	6.25 \$
5	UC	F	GRB	A	6.25 \$
6	SS	F	Sister of SS GRB	A	6.25 \$
7	OH	F	Grandmother of YM GRB	A	6.25 \$
8	KR	F	Mother of CC GRB	A	6.25 \$
9	PT	F	GRG	A	6.25 \$
10	KP	M	Grandfather of KC GRG	B	12.50 \$
11	LP	F	Sister of HV GRG	B	12.50 \$
12	SV	F	Mother of TS GRG	B	12.50 \$
13	MS	F	Mother of SV GRB	B	12.50 \$
14	TS	F	GRG	B	12.50 \$
15	LC	F	Sister of LK GRG	C	18.75 \$
16	SS	M	GRG	C	18.75 \$
17	CS	M	Farther of CS GRB	C	18.75 \$
18	CC	M	Uncle of EP GRB	C	18.75 \$
19	KN	F	Mother of CS GRG	C	18.75 \$
20	SL	F	Mother of NS GRG	D	25 \$
21	SS	F	Social worker who take care of SS family	D	25 \$

### Direct Cash Aid Support for Get Ready Girls generation 8

<b>No</b>	<b>Name</b>	<b>Sex</b>	<b>Relative to GRGs</b>	<b>Assessment Level</b>	<b>Direct Cash Aid Support</b>
1	CS	F	Mother of PM	A	6.25 \$
2	BC	F	Mother of PD	B	12.5 \$
3	NS	F	Mother of PS	B	12.5 \$
4	PS	F	Big father of PS	B	12.5 \$
5	SL	F	Mother of SV	C	18.75 \$
6	CS	F	Mother of SS	C	18.75 \$
7	PB	M	Father of CR	C	18.75 \$
8	TS	F	Sister of TT	C	18.75 \$
9	SC	F	GRG	C	18.75 \$
10	SK	F	Mother of MSD	D	25 \$
11	VP	F	Grandmother of TS	D	25 \$

### Foodboxes Given This Month

<b>Name</b>	<b>RKF</b>	<b>Provision</b>	<b>Note</b>
TC		16.25\$ include food boxes and pocket money	Oxfam
KC		65\$ include food boxes and pocket money	Oxfam
IC		65\$ include food boxes and pocket money	Oxfam
ND		65\$ include food boxes and pocket money	Oxfam
PS		65\$ include food boxes and pocket money	Oxfam

### Piecework

#### Reporting:

Staff in charge of report: KS



### Highlights

- Chat with customer and send them a picture of the products.
- Make a new label for putting on the products
- Discuss with the Micro-business team to find out the problems in the process of making the products.

### Challenges

### Evaluations

- None Due
- Yes, attached as \_\_\_\_\_ (file name)

### Next Month

- Will do the marketing plan for selling the school uniform made by us.
- Will have a meeting with the handcraft women
- Will do a market research for determining the/ price of the product made
- Make schedules to go to visit the customers at their place
- Do pamphlets for advertising the school uniforms so that orders can be secured
- Ensure the quality of the uniforms sold.
- Will conduct marketing campaigns with both public and private school to secure orders of uniform.

*Please briefly describe activities planned for next month*

*YYYYY*