

# Income & Work Report June 2012

## Department Summary

Please summarize your department's work this month

- *Micro-Business Coordinators were invited by the Artisan Association of Cambodia to participate in a consultation meeting about Policies for Strategic Intervention and Strategic Organization.*
- *Micro-Loan Project visited by Project Coordinator, Doorstep II*
- *Micro-business unit staff received training in Strategic Planning by an OQ (Oxfam Quebec), Volunteer, in order to make and sell school uniforms.*
- *Micro-business staff received training from Mr. Tay in Management Thinking and activity recording.*
- *The sewing material for 100 hundred school uniforms has been bought by a micro-business coordinator and sewing trainer.*
- *Micro-business Coordinator and Management team have scheduled a meeting with Sabrina, a volunteer from OQ to discuss Gender Based Violence.*
- *A sewing company visited Riverkids to check the references of female participants for a job interview.*
- *With the help of Danielle Lee, a volunteer from OQ, the Micro-business department has planned its goals for the next 6 months: to increase the number of school uniforms sets sold from 500 to 1000.*
- *Micro-business admin assisted Doorstep project staff to visit three women at home and provide a loan for the purposes of starting a small business.*
- *12 families of women in Micro-Department have been visited this month.*
- *33 families of GRBs and GRGs received DCA support this month.*
- *1 family of GRG, PT, and 1 family of GRB, YR did not come and receive the DCA support this month.*
- *Micro-Department sold 1 t-shirt and 2 palm leaf bracelets to visitors.*
- *Micro-Unit participated with Danielle Lee, OQ volunteer, in a discussion for the Micro-Department's Business Plan and Goals for the next 6 months.*
- *Micro-Assistant and Micro-Admin participated in the Livelihood Workshop at Chab Dai, with 13 participants from different NGOs included Chab Dai staff.*
- *Storeroom and board inventory was checked and updated by the Micro-Admin.*
- *Micro-Business Assistant assisted in the teaching of three GRGs classes.*
- *Micro-Business Assistant, in co-operation with the social workers solved the case of TS, wherein her mother wanted her to work at Malaysia.*
- *Micro-Business Assistant participated in an Art Workshop at the PUC .*
- *Micro-Business Assistant participated in counseling training at Chab Dai with Mr. Sombor, the Get Ready Program Assistant, for 2 days.*
- *Micro-business units have selected 4 women to train in the making and sewing of a new school uniform sample.*

## Vocational Training

### Reporting:

Staff member in charge of report: Miss Khok Sinoy

## Sewing

### Highlights:

- Three women in VT generation 2, HR, SS and LC, received a donation of a bicycle each from one of our donors.
- Three women in VT generation 3, ICI, ND and PS, received a donation of a bicycle each from one of our donors.
- Three women in VT generation 1, NLI, YS and CS, one women in VT generation 3,KS, and one other women in VT generation 2, HR, have been selected and trained to sew new school uniforms for RKF.

- Three more women have been selected for the new Micro-Business Programme. In total there are seven female participants.
- School uniforms for 40 students have been measured by the sewing instructor, and the women have completed 10 uniforms so far.
- Four label sizes of 5 different types of male school uniforms have been made.
- Four label sizes of 2 different types of female school uniforms have been made.

### Challenges

- HR, a sewing student from generation 2, stopped working at the garment factory after one week due to ill health.
- Due to the different shapes of students, some standard uniforms have been altered.
- It was no longer possible for KS, a sewing student in generation 3, to come and learn how to sew as her child-minder became seriously ill and could no longer care for her child.
- CS, a sewing student in generation 1, also could not come to training sessions due to childcare issues.

### In the coming months:

- A new sewing class will start.
- The Micro-Business Unit will continue to cooperate with community chiefs to select 2 more women for the sewing program.
- The Micro-Business Coordinator will work cooperate with the sewing teacher, Ms Sompho, to alter uniforms and manage the teaching time and design of the new product.
- The Micro-Business Unit will focus on making school uniforms for Riverkids students.
- The assistant to the Micro-Business Unit will cooperate with the sewing trainer to organize a meeting with the women to discuss the cleaning schedule and classroom management and discipline.
- The Micro-Admin will record inventory sales.

### Evaluations

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

### Activities This Month

Activity	Date	Amount	Outcome
○ As above			

### 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)

### *Loan Reporting:*

Staff in charge of report: Meth Savda

### Highlights

- Two staff members, Mr.Phy Sophon and Ms. Khin Pheakdey, have accessed loans.
- Six families have received a home visit.
- Eleven loans have been paid off this month.

### Challenges:

- Micro-business staff visited US three times in order to solve her issues with a borrowed a sewing machine. She explained that the machine stopped working one month after we provided it to her, and asked for a cash return; however this issue is yet to be resolved.
- KS asked for a delay in his loan repayments as his income was greatly diminished due to ill health.
- PS asked for his loan repayments to be delayed having recently given birth.
- AD will pay her bicycle loan repayments later as she is yet to receive her salary this month.
- KK return loan late because her son was ill.
- NP loan repayment is late as he is taking a week off work to return to his family home.

### Plan for next Month

- Assist in providing Direct Cash Aid to GRBs & GRGs families with Mr. Sombor.
- Audit the storeroom inventory.
- ABCD families' assessment of GRBs next generation program.
- Collect loan repayments.
- Attend strategy workshop at OQ.
- Attend counselor training at RKK.

## Evaluations

None Due

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

## Financial Training

### Reporting:

### Highlights

- There is no training session for this month.

### Challenges

## Evaluations

None Due

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

## Next Month

Please briefly describe activities planned for next month

## Activities This Month

Activity	Date	Participants	Outcome

## Food Boxes

### Reporting:

Staff in charge of report: Sinoy Khek

### Highlight

Evaluations

None Due

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

### Next Month

Please briefly describe activities planned for next month

- Food boxes will be given to women in the sewing class, with the support of Oxfam.

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

No	Name	Sex	Relationship to GRGs & GRBs	ABCD assessment	Direct cash aid support
1	N. N.	M	Father of N.N. GRB	A	6.25 \$
2	M.L.	F	Mother of H.V. GRB	A	6.25 \$
3	N.R.P.	M	Uncle of S.T. GRG	A	6.25 \$
4	M.N.	F	Mother of T.D. GRG	A	6.25 \$
5	N.S.	F	Aunt of U.C. GRB	A	6.25 \$
6	S.S.	F	Sister of S.S. GRB	A	6.25 \$
7	S.S.	M	GRB	A	6.25 \$
8	O.H.	F	Grandmother of Y.M. GRB	A	6.25 \$
9	K.R.	A	Mother of C.C. GRB	A	6.25 \$
10	K.P.	M	Grandfather of K.C. GRG	B	12.50 \$
11	H.V.	F	GRG	B	12.50 \$
12	S.V.	F	Mother of T.S. GRG	B	12.50 \$
13	M.S.	F	Mother of S.V. GRB	B	12.50 \$
14	D. E.	F	Mother of TS GRG	B	12.50 \$
15	D.E.	F	Mother of T.S. GRG	B	12.50 \$
16	L.S.	F	Mother of L.K. GRG	C	18.75 \$
17	N.R.	M	Uncle of S.S. GRG	C	18.75 \$
18	C.S.	M	Farther of C.S. GRB	C	18.25 \$

19	C.S.C.	M	Uncle of E.P. GRB	C	18.25 \$
20	K.N.	F	Mother of C.S. GRG	C	18.25 \$
21	N.S.	F	GRG	D	25 \$
22	S.L.	F	Mother of S.S. GRG	D	25 \$

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

No	Name	Sex	Relative to GRGs	Assessment Level	Direct Cash Aid Support
1	C.S.	F	Mother of P.M.	A	6.25 \$
2	P.S.	M	Father of P.D.	B	12.5 \$
3	N.S.	F	Mother of P.S.	B	12.5 \$
4	P.S.	F	Big father of P.S.	B	12.5 \$
5	E.S.	M	Father of S.V.	C	17.5 \$
6	C.S.	F	Mother of S.S.	C	17.5 \$
7	P.B.	M	Father of C.R.	C	17.5 \$
8	P.Y.	F	Grandmother of T.T.	C	17.5 \$
9	C.P.	F	Mother of S.C.	C	17.5 \$
10	S.K.	F	Mother of M.S.D.	D	25 \$
11	V.P.	F	Grandmother of T.S.	D	25 \$

### Piecework

#### Reporting:

Staff in charge of report: Khek Sinoy

#### Highlights

- Three women have received orders to make clothes as a private business at home.
- The sewing group has updated the new style of school uniform, for distribution to Riverkids students and selling.

#### Challenges

- There is no great demand in the market for handicrafts.

#### Evaluations

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

#### Next Month

Please briefly describe activities planned for next month

YYYYY