

The background of the cover is a teal color with a large, semi-transparent clock face on the right side. The clock face is white with black Roman numerals and hands. The words "Annual Report" are written vertically in a large, light-colored serif font on the left side of the cover.

Annual Report

January 2005 – June 2006

We are

Civil Society Human and Institutional Development Programme (CHIP) is a leading non-profit organization that works for improving and strengthening the functional capacities of individuals, organizations and institutions. It has its head office in Islamabad, field offices in Sohawa, Swabi and Skardu, and on-going projects in 18 districts of Pakistan.

An Aware and Organized Society Capable of Realizing its Own Development.

Our Vision

Our Mission

Enabling individuals and organizations to make more effective and efficient development efforts through the provision of value-led Human & Institutional Development (HID) services.

CHIP, being a value led organization, promotes its core values of honesty, dedication and commitment. The promotion of these values guides the modus operandi of CHIP

Our Values

Contents

Board of Directors

Mr. Mohammad Ajmal Malik	<i>Chairman</i>
Dr. Muhammad Ramzan	<i>Director</i>
Mrs Kaisra Jabeen Butt	<i>Director</i>
Mr Iftikhar Javed	<i>Director</i>
Mr. Abdur Rahim Basit Khan	<i>Director</i>
Mr. Tariq Masood Malik	<i>Director</i>
Ms. Lubna Hashmat	<i>Director</i>

Chief Executive

Mr. Mohammad Ajmal Malik

Company Secretary

Mr. Irfan Fareed

Auditors

M/S Ford Rhodes Sidat Hyder
& Co. Chartered Accountants.

Bankers

NIB Bank

Registered / Head Office

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E-mail: info@chip-pk.org;
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Swabi Office

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Skardu Office

92-5831-54251

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CHAIRMAN' S REVIEW

The corporate CHIP, as it exists now, was born in January 2005 and this is as such its first annual report, albeit it covers a period of eighteen months from its inception to June 2006. Please allow me to dwell a little on the history of the organization CHIP before I undertake a review of the operations of the corporate CHIP that properly fall within the purview of this annual report.

CHIP was established in 1993 as a Swiss NGO Programme Office (SNPO) by Swiss Agency for Development & Cooperation (SDC). It has undergone a carefully planned transition from an SDC programme to a national organization. Today CHIP is an independent, not-for-profit, value-led national support organization registered in Pakistan under Section 42 of the Company's Ordinance 1984. It has also been accorded certification by USAID. CHIP's scope of work places the emphasis on Human and Institutional Development (HID). Through its proven HID approach (acquired over 13 years field experience), CHIP improves and strengthens civil society organizations at human, organizational and institutional levels to achieve programme efficiency and effectiveness.

As behooves a professional organization, CHIP spent the initial months of its corporate life focusing on organizational sustainability – both internally and externally. Our efforts towards internal sustainability were centered on creating an organizational culture that is consistent with its mission, vision and values. We have succeeded in creating a team of professionals who are dedicated to the cause of bringing about a meaningful change in the field of human and institutional development in the country. We have also evolved an organizational structure that is appropriate and conducive to efficient operational policies. We were able to construct our head office in Islamabad and a number of field offices in different districts by utilizing its own revenue.

Our external sustainability needed two important ingredients: a sustained stream of programs to be implemented on behalf of sponsoring institutions and more importantly having an ability to undertake these programs with efficiency, economy and reliability. I am pleased to note that we have succeeded to an admirable extent in creating collaborations with other socially responsible institutions and in assuring the community of our dependability by providing them with efficient and value added services in our areas of specialization.

Due to our historical background, CHIP has a unique partner - a 'parental organization'. SDC has not only encouraged us in this journey of ours, but also provided a constant support and guidance. It gave CHIP a free hand, albeit within the programme parameters to experiment and learn. This learning has made it possible for us to share the lessons and expertise with other donor agencies. Giving the responsibility of financial management for the NGO programme, it helped us to develop our financial management systems and with it, the required discipline. Because of this support from SDC, to day CHIP has five major donor partners.

It is a testimony to our efforts towards achieving internal and external sustainability that today we are able to provide our services in 15 districts in the country, through 364 COs, in collaboration with 23 NGO partners and 3 field offices in Sohawa, Swabi and Skardu.

In order to attach appropriate importance to the different services provided by CHIP, we have created three principal departments, namely Project Management & Liaison (PML), Programme Development & Consulting (PDC) and Capacity Development & Learning (CDL).

During this period, keeping in mind the Human and Institutional Development principle on which the organization was built, five major projects by five international support organizations were initiated and developed under the Project Management and Liaison thrust. The projects were in collaboration with SDC, MC (UK), SSI, Misereor and DLBC.

As can be expected, a number of obstacles were faced and at times progress was slower than our desired rate but on an overall basis, I am happy to report that the projects progressed well within the plans and in certain aspects exceeded the assigned targets.

The Programme Development and Consulting unit undertook a number of short-term projects for different international NGOs. Nine of these projects were completed and their full final reports submitted to the respective clients, whereas the projects with the ECUNDP SGP PTF are in progress. The Capacity Development and Learning unit arranged and managed regular trainings all through the period, which were attended by a large number of organizations, nominating over 200 participants.

Instant relief was provided to the affectees of the October 8th earthquake, in the form of food, clothing and shelter. A steady rehabilitation project is now in progress under which hundreds of houses have been constructed for the effected families and a water supply scheme is being planned. Relief assistance was provided to flood affected people of Peshawar and people in Lower Dir who had been displaced by intense rain and snow. A large number of houses were built for rehabilitation of these affectees.

In terms of financial conduct, CHIP recorded a satisfactory performance and was able to surpass many of its targets for 2005 and is well on the way to achieving the targets set for 2006. Our income after tax for the period under report stood at Rs. . and total assets at Rs. . Our accumulated Fund on 30 June 2006 was . This being our first Annual Report, no period-based comparative figures are available; however we are pleased to state that the actual performance was superior to the goals set by the management

CHIP remains deeply committed to its mission, namely to become the most trusted human and institutional development center in Pakistan, recognized for its value led professional services in support of civil society organizations. While our initial focus has been on civil society organizations only, our experience has shown that we can be of service to the corporate sector of the country as well and thereby contribute to the general well being of the entire society. We are therefore expanding the scope of our services, principally in training and consultancy fields, to beyond NGOs and developmental agencies. While great importance is attached to planning and adherence thereof, we equally recognize the significance of constant review of strategic direction of CHIP in light of changing context.

I take this opportunity to record my gratitude to the support and patronage provided by SDC, selfless efforts of our Board of Directors, untiring work by my staff and full cooperation of our partner organizations - all of whom share credit for the proud performance results of CHIP in the period under review.

Mohammad Ajmal Malik

Chairman

Performance Highlights

Financial Highlights

1	Revenue for the year	Rs. 82,875,209
2	Income After Tax	Rs. 12,443,668
3	Total assets at the end of the year	Rs. 27,615,908

Organizational Highlights

1	Number of employees at the end of the year	35
2	Number of client organizations served in the year	16
3	Number of offices	4
4	Number of districts served	18

Operational Highlights

1	Number of programmes launched	5
2	Number of programmes under progress at year end	5
3	Number of trainings held	60
4	Number of CBO partners (etc., etc.)	400
5	Number of persons trained	300
6	Number of employees sponsored for external trainings	8
7	Number of Consultancy assignments handled	10

CHIP Governance & Organizational Structure

Governance in corporate bodies has attracted a lot of attention over the recent past, particularly in the developing countries like Pakistan. It is now universally recognized that success of an organization and its contribution to the society depends largely on the quality of its governance. CHIP firmly believes in the importance of good governance practices and has earnestly embarked upon plans and procedures to ensure the highest standards in this regard.

There are generally three ingredients of corporate governance, namely:

- a will to have good governance,
- presence of a competent team to draw up and implement good governance practices
- and development of procedures and systems that are honest, transparent and fair to all stakeholders.

CHIP's well-defined statements on its mission, vision and values provide a compelling evidence of its resolve to good governance. These statements are strictly adhered to and influence all our programmes and actions. They are our guiding principles and the management ensures that no deviation from these principles is permitted.

CHIP is proud to have a competent set of highly qualified and professional managers, at various levels. Starting from its Board of Directors and right down to the lower level managers, CHIP has carefully chosen its team that whole-heartedly subscribes to its mission, vision and values.

Despite our limited resources, CHIP has formalized all its operational procedures. It has developed procedural manuals and systems that govern all aspects of its work place practices. This ensures that element of subjectivity is removed from all levels of activities and replaced with a formal, objective, fair and transparent mode of decision-making. This is however an on going process and CHIP continues to invest in this very important aspect of its operations. Our commitment to formalization of activities has had its own rewards. In addition to achieving internal objectives of good governance, our experience has enabled us to assist our clients in development of procedure manuals and related instruments of good management.

Institutional Set Up

CHIP has been incorporated as a public company limited by guarantee, without share capital, under Section 42 of the Companies Ordinance, 1984, and has been allowed by the Securities and Exchange Commission of Pakistan (SECP) to regulate the licensing and conduct business of non profit nature with special tax exemptions. The organization is headed by Chief Executive Officer who is supported by Director Corporate Affairs and Director Programmes. Each Director has his/her own team to implement the programme and finance related interventions.

Decision Making Process

CHIP board comprises of 7 members, who are elected by the general body of members on the basis of their expertise in policy-making, and repute they possess, with respect to the services they render in their constituency. The Management Unit of CHIP comprises of three positions i.e. Chief Executive Officer, Director Project Management and Implementation and Director Training Consultancy and Corporate Affairs. The Programme Management Unit is the oversight mechanism for the three designated profit/cost centers. Led by the Programme Director, this unit comprises the client/partner interface, and is responsible for ensuring CHIP's external image. The three strategic thrusts operate under the unit. The Corporate Services Unit is core of the organization and maintains mechanisms for financial management, administration, internal auditing, and business analysis. This unit is headed by the Director, Corporate Affairs.

Board of Directors

1. *Mohammad Ajmal Malik*

Mr Malik is a qualified Photogrammetric Engineer from Delft University, Netherlands and is also a Member of American Society for Photogrammetry and Remote Sensing. With over two decades of social development experience in Pakistan and abroad, he is currently the Chairman and CEO of CHIP.

2. *Dr. Muhammad Ramzan*

Dr Ramzan holds a D. Phil from Oxford University, England, UK. A very experienced and prominent social scientist, he has been a member of Agricultural Prices Commission, Islamabad and has worked, inter alia, as a FAO consultant for writing training manual with Saline water in Asia and Pacific. His contribution to policy making and direction-setting aspects of CHIP's management is invaluable.

3. *Mr. Iftikhar Javed*

Mr Iftikhar Javed, an experienced and qualified finance professional, is a fellow of the ICMAP since 1985. He has held several senior managerial positions in multinational organizations in Pakistan and abroad for over three decades. CHIP benefits tremendously from his financial skills.

4. *Mrs Kaisra Jabeen Butt*

An experienced and dedicated academician, Mrs Butt holds an honors degree in English and Geography from Nairobi University and over four decades of educational/ administration experience in East Africa and Pakistan. She serves on the executive committees of a number of social welfare organizations in Islamabad. Her prime interest lies in education and CHIP is fortunate to have her intellectual input in this important area.

5. *Mr. Abdur Rahim Basit Khan*

Mr Khan is a Graduate Civil Engineer with Masters in Environmental Engineering from Imperial College of Science, Technology and Medicine, London. Since April 2005, he is with MOL Pakistan Oil & Gas Co. B.V. and

oversees its HSE and Community Development portfolios.

6. *Mr. Tariq Masood Malik*

Mr Malik started in career in air transportation business, worked with a number of airlines, opened and operated his own travel agency and subsequently moved to other areas. He currently owns and manages a large commercial enterprise with operations in Pakistan, UAE and UK. A social worker and philanthropist, Mr Malik contributes effectively to the Board's deliberations.

7. *Ms Lubna Hashmat*

Ms Hashmat holds an MS degree in Development Administration from Australian National University, Australia and an MA in Anthropology from Quaid-i-Azam University, Islamabad. With over a decade's experience in developmental sector, she is an executive director of CHIP and heads its Programmes Department.

Main Operational Divisions of the Company

In addition to normal functions departments like Human Resource Management, Finance, Corporate Affairs and Administrative Services, CHIP has three main operational divisions that have been assigned specific functions as detailed below.

A. *Project Management & Implementation (PMI)*

Project Management and Implementation services concerns the actual execution of project management and / or implementation on behalf of donors / clients, in particular those that for their own reasons choose not to establish their own project management and implementation capacity locally. This includes one or a combination of services like:

- Project Management services like: fund management, operational planning, and establishing partnership with civil society organizations, recruitment and management of project personnel and procurement.
- Project Implementation services, i.e. arranging /organizing the actual implementation of all or selected project activities.
- Project Monitoring & Evaluation services, which includes data collection, analysis and reporting on the progress and success of development interventions.

B. *CHIP Training and Consultancy*

CHIP training and consultancy services offer short term consulting services in the following:

- Provision of 'open-entry' courses concerning the management of development interventions. Interested individuals can register for courses on topics like: Strategic Planning, Financial Management, Report Writing, Monitoring & Evaluation, Human Resources Management and so on.
- Provision of 'client-specific' training services aimed at building the competencies of staff members of 'client organizations' in a specific topic related to the management of development efforts. This can be in the shape of time-bound training events, but also in the shape of longer term guidance and coaching processes or a combination of both.
- Provision of 'client-specific' consultancy services related to the design, planning, monitoring and/or evaluation of development interventions. In addition these services could relate to the organizational strengthening of development organization.

C. *Relief and Social Welfare Division*

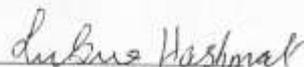
- Relief activities at times of natural disasters (e.g. recent earthquake)
- Publication of literature aimed at women empowerment, social awareness and related subjects.
- Capacity building, coordination and experience sharing on behalf of donor organization

Financial Statements & Audit Reports

CIVIL SOCIETY HUMAN AND INSTITUTIONAL DEVELOPMENT PROGRAMME BALANCE SHEET AS AT JUNE 30, 2006

	Note	June 30, 2006 (Rupees)	June 30, 2005 (Rupees)
NON CURRENT ASSETS			
Operating Fixed Assets	3	27,615,908	17,192,057
CURRENT ASSETS			
Advances, Deposits and Other Receivables	4	1,296,906	5,634,537
Cash and Bank Balances	5	18,496,775	17,221,570
		19,793,680	22,856,107
LESS: CURRENT LIABILITIES			
Accrued and Other Payables	6	4,219,402	8,437,681
Provision for taxation		737,920	266,444
		4,957,322	8,704,125
WORKING CAPITAL		14,836,358	14,151,982
TOTAL CAPITAL EMPLOYED		42,452,267	31,344,039
NON CURRENT LIABILITIES			
Payable to Swiss Agency for Development Corporation	7	4,333,548	15,289,086
Payable to Muslim Care	8	3,253,909	2,408,516
Payable to Missrococ	9	3,318,670	-
Payable to Sight Saver International	10	512,976	-
Payable to Dark & Light Blind Care Foundation	11	1,202,499	-
Deferred Taxation		66,069	43,000
Gratuity Payable		326,283	-
		13,013,954	17,740,602
Deferred Income	12	29,438,313	13,603,437
		15,991,781	12,600,573
NET CAPITAL EMPLOYED		13,446,532	1,002,864
REPRESENTED BY:			
Endowment Fund	13	10,331,934	1,002,864
Fund Balance	14	3,114,598	-
		13,446,532	1,002,864
Contingencies and Commitments	15		

The annexed notes form an integral part of these financial statements.


Director

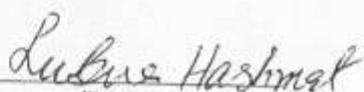
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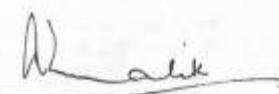

Chief Executive

CIVIL SOCIETY HUMAN AND INSTITUTIONAL DEVELOPMENT PROGRAMME
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED JUNE 30, 2006

	Note	June 30, 2006 (Rupees)	OCTOBER 20, 2004 TO JUNE 30, 2005 (Rupees)
INCOME			
Project Implementation	16	61,021,900	19,296,550
Amortization of Deferred Income	12	842,898	-
Grants	17	10,331,934	-
Training Fee		2,152,950	370,310
Consultancy Fee		7,381,755	5,892,556
Interest Income		492,354	84,116
Other Income		651,818	66,285
		82,875,209	25,710,327
EXPENDITURE			
Grants to Partners	18	19,442,223	13,362,527
Project Management Cost-Manfin Care	19	8,084,753	1,371,484
Project Management Cost-MISEREOR	20	8,210,588	-
Project Management Cost-Sight Saver International	21	1,812,024	-
Project Management Cost-Dark & Light Blind Care Foundation	22	1,374,321	-
IHD- Support To Partners	23	6,038,142	1,134,914
CHIP Organizational Development Activities	24	3,072,559	142,916
Running And Donor supported Capital Cost	25	17,196,950	5,325,754
Training Cost		1,377,021	79,573
Consultancy Cost		3,279,935	2,980,851
		69,888,516	24,398,019
Surplus before taxation		12,986,693	1,312,308
Taxation	26	543,025.00	309,444
Surplus after taxation		12,443,668	1,002,864
Transfer to Endowment Fund	13	10,331,934	-
Surplus for the year		2,111,734	1,002,864

The annexed notes form an integral part of these financial statements.


Director


Chief Executive

Divisional Performance Reports

Project Management & Implementation Division

During the period under review, PMI Division implemented the following five major development projects with five international agencies.

1. Human and Institutional Development of Civil Society Organizations
2. Improving Access and Quality of Education to Rural Children
3. Promotion of Social Inclusion of People with Disability and/or Irreversible Blindness
4. Local Resource Mobilization, Human and Institutional Development Program in Rural Areas
5. Community Based Rehabilitation of People with Irreversible Blindness

Spread all over Pakistan, these projects were aimed at bringing about a meaningful change and development to the affected communities. Brief details of the projects are provided below:

1	<i>Project Title</i>	Human & Institutional Development of Civil Society Organizations.
	<i>Client</i>	SDC
	<i>Duration</i>	This is a three years project spread over 2004 to 2007.
	<i>Project Goal / Description</i>	The project is aimed at strengthening self-help efforts of 23 civil society organizations who are working for the disadvantaged. It is designed to facilitate the establishment and strengthening of local developmental institutions through capacity building, resource development and management programmes. Sectors covered under the programme are 'Mother Child Health, Human Rights, Non-Formal Education, Micro Enterprise'; Natural Resource Management.
	<i>Location</i>	Districts Manshera, Haripur, Bannu, D.I.Khan, Lower Dir, Malakand, Mardan, Buner, Swabi, Khyber Agency, Dadu, Shahdadkot, Khanewal, Islamabad, Ghizer

*Key
Achievements
in Review
Period*

- 50 trainings / support events were organized.
- 5 CSOs were supported and met minimum maturity criteria
- 364 COs (222 male and 142 female) were formed / activated.
- 136 trainings /support events were organized for 21 partner CSOs for their 781 rightholders (521 males and 260 female).
- 5 partner CSOs were assisted in implementing projects in natural resource management, vocational skill improvement and adult literacy, legal aid services for women and children, and non-formal education especially for girls.
- 26 trained activists (10 male and 16 female) were represented in local bodies in 2005 alone.
- A data base of people and organizations in development scene was built.

	2	<i>Project Title</i>	Improving Access and Quality of Education to rural children
		<i>Client</i>	Muslim Care, United Kingdom
		<i>Duration</i>	Three years
		<i>Project Goal / Description</i>	The project is aimed at increasing the access and improving the quality of education for children of deprived communities in Punjab and North West Frontier Province of Pakistan. The project is being implemented through 4 civil society organizations in 5 districts of two provinces. The overall activities have been designed in a way that communities are organized and made responsible right from the start for designing, implementing, monitoring and managing their educational programme, thereby building their planning and management capacities.
		<i>Location</i>	Khanewal and Jhelum districts in Punjab and Malakand, Buner and Swabi districts in NWFP.
		<i>Key Achievements in Review Period</i>	<ul style="list-style-type: none"> ▪ So far 21 community based schools have been established in which 1174 children are enrolled; ▪ Adult literacy center have imparted literacy among 1140 women; ▪ So far 201 teachers have received trainings in child friendly and interactive teaching methodology.

3 <i>Project Title</i>	Promotion of Social Inclusion of Persons with Blindness, Low Vision and/or other Disabilities.	
<i>Client</i>	Sight Savers International	
<i>Project Goal / Description</i>	A pilot project on Promoting Social Inclusion For Persons with Blindness and Low Vision and other Disabilities for District Swabi. The pilot project would focus on Community Based Rehabilitation through Community Approaches to handicapped in Development. Results of the programme will be helpful in determining the scope and strategy of Community Based Rehabilitation programme in Pakistan.	
<i>Location</i>	District Swabi	
<i>Key Achievements in Review Period</i>	<ul style="list-style-type: none"> ○ Participatory Situation Analysis conducted in 50 villages. ○ 26 master trainers (14 male, 12 female) were trained. ○ 221 blind persons and 95 vision impaired persons were trained. ○ 24 audio libraries were set up at 12 CBOs. ○ Various Quiz and other competitions were organized. ○ Local teams recruited for coordination and facilitation with stakeholders ○ Linkages created with CBOs, Blind School, and Pakistan Blind Association. ○ MoU signed with Anjuman-e-Khidmat Mazoran for partnership in project implementation 	

4	<i>Project Title</i>	Local Resource Mobilization, Human And Institutional Development Programme In Rural Areas
	<i>Client</i>	Misereor.
	<i>Project Goal / Description</i>	The project aims to empower the rural communities of Tehsil Sohawa - District Jehlum so that they are able to implement their own socio-economic development projects. The core approach of project is to mobilize communities into organizations for effectively mobilizing the local resources. The major focus would be on reducing the incidence of water borne diseases and Infant and maternal mortality. It will also improve the use and access to clean drinking water; literacy rate of girl child; farm and livestock productivity.
	<i>Location</i>	Tehsil Sohawa, District Jehlum,
	<i>Key Achievements in Review Period</i>	<ul style="list-style-type: none"> ○ PSA carried out. ○ Community mobilized in 10 villages through formation of COs. ○ 3 trainings imparted on basic CO formation and sustenance. ○ 6 wells are being rehabilitated ○ 200 latrines built ○ 3 trainings conducted for Health and Hygiene awareness ○ Trainings conducted for 46 children in Girl Child Literacy. ○ Vocational training centers launched in 2 villages were 74 women are enrolled.

5	<i>Project Title</i>	Community Based Rehabilitation of People with irreversible blindness
	<i>Client</i>	Dark and Light Blind Care
	<i>Duration</i>	Two years from March 2006
	<i>Project Goal / Description</i>	A pilot project on 'Community Based Rehabilitation of People with blindness' has been initiated in March 2006 in District Skardu. The project will strengthen 8 Local Nucleus Organizations to act as training and resource centers for people with blindness. Each CBO will have 2 Master Trainers for rehabilitating people with blindness
	<i>Location</i>	Skardu, Northern Areas.
	<i>Key Achievements in Review Period</i>	<ul style="list-style-type: none"> ○ 8 nucleus organization selected. ○ Master trainers identified / criteria developed for selection. ○ Orientation workshop conducted, attended by 31 councilors.

CHIP Training and & Consulting Division

A number of key projects for 10 major clients were executed in the period under review. These were spread over eight districts and four provinces of Pakistan and were diverse in nature and contents. Brief particulars of the assignment are tabulated below.

1	<i>Client</i>	Pakistan Financial Sector Strengthening Programme of EU
	<i>Assignment</i>	Needs Assessment Exercise
	<i>Location</i>	District Swabi (NWFP)
	<i>Key Achievements in Review Period</i>	The assignment developed linkages between CHIP and District Administration. It highlighted training needs of finance, education and planning departments of Swabi. Based on the identified training needs, a capacity building programme was designed and submitted to EU.
2	<i>Client</i>	Pakistan Financial Sector Strengthening Programme of EU
	<i>Assignment</i>	Research on "The Causes Of The High Rate Of Dropout Amongst Micro-Finance Borrowers"
	<i>Location</i>	District Tharparker (Sindh) District Lahore (Punjab) District Swabi (NWFP)
	<i>Key Achievements in Review Period</i>	The report calculated the drop out rate and its major causes of sample micro finance institutions from Sindh, NWFP and Punjab. The research report has proved first of its kind in Pakistan and has triggered debate among donors and micro finance practitioners regarding the present life cycle of Micro Finance and its relationship with the identified drop out rate.
3	<i>Client</i>	Sight Savers International
	<i>Assignment</i>	Participatory Situation Analysis
	<i>Location</i>	District Swabi (NWFP)
	<i>Key Achievements in Review Period</i>	The exercise has identified prevalence of blindness, its major causes and needs and demands of people suffering from irreversible blindness in District Swabi.

4	<i>Client</i>	Mercy Corps International
	<i>Assignment</i>	Organizational Development Programme
	<i>Location</i>	District Quetta (Balochistan)
	<i>Key Achievements in Review Period</i>	The organizational development programme has strengthened organizational and human capacity of 5 implementing partners of Mercy Corps International.
5	<i>Client</i>	Innovative Poverty Reduction Project
	<i>Assignment</i>	Organizational Assessment Exercises
	<i>Location</i>	District Chitral
	<i>Key Achievements in Review Period</i>	Organizational maturity and areas for improvements of 3 Chitral based civil society organizations have been identified.
6	<i>Client</i>	Dark & Light Blind Care
	<i>Assignment</i>	Participatory Situation Analysis
	<i>Location</i>	District Chilas and Skardu
	<i>Key Achievements in Review Period</i>	The exercise has identified prevalence of blindness, its major causes and needs and demands of people suffering from irreversible blindness in District Chilas and Skardu.
7	<i>Client</i>	Aga Khan Development Network - Afghanistan
	<i>Assignment</i>	Two Exposure Visits
	<i>Location</i>	Two Provinces of Afghanistan
	<i>Key Achievements in Review Period</i>	The concept of Human and Institutional Development, its application in real life, its strengths and weaknesses have been transferred to another institution of Afghanistan.

8	<i>Client</i>	Misereor
	<i>Assignment</i>	Progress & Experience Sharing Meetings
	<i>Location</i>	Participants from: Sindh NWFP and Azad Kashmir
	<i>Key Achievements in Review Period</i>	The partner organizations of Misereor have started information sharing among each other on their experiences of rehabilitation efforts. This is paving way for increasing synergies and cooperation among local partners.
9	<i>Client</i>	Project for Livelihood Improvement (PLI)
	<i>Assignment</i>	Organizational Assessment Strategic Planning
	<i>Location</i>	District Dera Ismail Khan
	<i>Key Achievements in Review Period</i>	Strategic plan has been prepared through a consultative process. The organization has now clear direction and its shared understanding among its team for moving forward.
10	<i>Client</i>	EC-UNDP SGP PTF
	<i>Assignment</i>	Capacity Development Programme
	<i>Location</i>	All Four Provinces Azad Kashmir
	<i>Key Achievements in Review Period</i>	The technical and methodological capacities of partner organizations of EC UNDP have enhanced. This is an organizational asset which will help them in their programme effectiveness.

Under open and customized trainings each year CHIP organizes a sizable number of training workshops, all over Pakistan, in keeping with its HID aims. Following is the training calendar for all the workshops that were conducted in the reporting period highlighting their diverse topics and the number of organizations benefiting from them:

Training Workshop		No. of Participants	Participating Organizations
1	Participatory Situation Analysis	18	MDO,MRSTAH,AWAZ,ABKT,DEWA,RDO,DITSWC,PCDP,SERVE,PIEDAR
2	Financial Management (2)	10	MDO,WASFD,AWAZ,ABKT,DEWA,RDO,PIEDAR
3	Progress Report Writing	10	IRC,MDO,SBRC,WASFD,PVDP,KKT,MRSTAH,AWAZ,ABKT,DEWA,RDO,DITSWC,PCDP,DWAY,SERVE
4	Communication Skills	15	IRC,WASFD,PVDP,MRSTAH,ABKT,RDO,SERVE
5	Strategic Planning	13	MDO,SBRC,KKT,TZKT,MRSTAH,AWAZ,ABKT,DEWA,DITSWC,DWAY
6	Training of Trainers (ToT) (2)	30	MDO,WASFD,KKT,TZKT,MRSTAH,AWAZ,DEWA,RDO,DITSWC,PCDP,DWAY,SERVE,PIEDAR
7	Value Audit (2)	30	PIEDAR,AWAZ,PCDP,PVDP,SBRC,TZKT
8	Gender Mainstreaming	14	RDP,SBRC,WASFD,MRSTAH,DITSWC,DWAY,SERVE
9	Planning Skills	10	KKT,RDO,DITSWC,PCDP,SERVE
10	Conducting Training Needs Analysis	21	WWF,MDO,SBRC,WASFD,KKT,TZKT,MRSTAH,AWAZ,ABKT,DEWA,RDO,DITSWC,PCDP,DWAY,SERVE
11	Institutional Development & Organizational Strengthening	13	WWF-P,SBRC,KKT,TZKT,SERVE
12	Financial Management of NPOs	12	CHIP,SPARC,PIEDAR,IR,TRDP
13	Personal Growth & Self Help	12	SDC,EPS
14	Project Monitoring & Evaluation	16	SDC,Concern,OMV
15	Value Auditing	10	SDC
16	Enhancing Secretarial Skills	12	SPARC,SBP,CBRM,VEERDO,UBL,IRP,DTCE(UNDP),CHIP
17	Training of Trainers	16	SDC,SPARC,SBP,CHIP,MercyCorps
18	Strategic Planning	14	SDC,IUCN,BHP B,IPRP,HRDO
19	Writing Successful Proposals & Budget dev.	18	SDC,HDO,GDO,PWDS
20	Training Needs Assessment	13	SDC
21	Participatory Reflection & Action	15	SDC
22	Social Mobilization	15	PCB,AIEH,PIPO
23	Participatory Organizational Analysis	14	CHIP,KKT,DEWA,RDP,SERVI,DITSWC,WWF-P,PIDO
24	CSO Capacity Development Programme-I	8	ARC,WASFD,WWO,USO,WDAN

CHIP's strength lies in its time-tested field HID methodology targeted specially towards grassroots organizations. It seeks to consolidate this particular strength and build newer, more innovative learning solutions that are attractive to an emerging client base with government, corporate and civil society sectors. CHIP helps in:

- Identifying credible partners for whom to build value-added HID capacity, through customised programmes
- Ongoing training calendar

- Strategic Partnership
- With larger local NGOs and like-minded international NGOs and donors, strategic alliances are built to increase both national and regional outreach, to use each other's comparative advantages or attain learning opportunities on specific themes.

Given below is a table listing the customized trainings conducted during the period under review:

No	TRAININGS	CLIENTS	PERIOD	AREA	ORGS
1	Participatory Situation Analysis	World Population Foundation (WPF)	Mar-Sep 05	Lahore, Gujranwala, Mardan, Quetta	5 CSOs
2	Proposal Writing				
3	Training of Trainers	Management Development Foundation (MDF)	Jan-Aug 05	Kabul, Afghanistan	2 CSOs
4	Logical Framework Analysis				
5	Monitoring & Evaluation				
6	Financial Management				
7	Human Resource Management				
8	Writing Context Specific Progress Reports	Sight Savers Int. & Fred Hollows Australia	Jun 05	Karachi, Peshawar, Lahore	12 PSOs
9	Social Mobilization		May 06		
10	Conducting Participatory Organizational Analysis	Alfalsh Development Organization	May 06	Rawalpindi	1 CSO

Relief and Other Activities Division

Earthquake Related Activities

On Saturday, October 8, 2005 a massive earthquake, measuring 7.6 on the Richter scale hit districts in Azad Kashmir and the Northern parts of NWFP. CHIP undertook an emergency relief programme in the effected areas of AJK and NWFP. Financial and human resources were mobilized by CHIP in order to undertake the task.

Relief Work:

Supported by Muslim Care (U.K)

A relief camp was established at Shoaal Mazullah in Tehsil Balakot, through which relief goods consisting of food, blankets and clothing were distributed to 710 families in four union councils namely Talhata, Hassa, Shoaal and Gari Habibullah. At the same time 215 families belonging to the villages of Mehramand Gran, Dhanna and Chinrah in AJK were provided with the relief goods.

Supported by Individuals

- CHIP has also provided relief goods to 90 families in the union councils of Teerat, Madyan and Bishigram of Tehsil Swat.
- 10 iron sheets per household were provided to a total of 23 families in the villages of Bagah Sharief, Laspatian (NWFP) and Mehramand Gran (AJK).

Reconstruction / Rehabilitation work:

Supported by Misereor (Germany)

In the *initial phase*, a total of 138 units consisting one room with a kitchen and toilet facility; have been constructed by the communities in three villages. Material and technical input was provided by CHIP. Moreover, a water supply scheme worth 1.3 million Rupees, for the communities, is being planned and is expected to reach completion by September 2006.

In the *second phase*, a total of 43 housing units, for an equal number of families have been constructed by the village communities of five villages.

Supported by Muslim Care (U.K.):

Reconstruction and Rehabilitation work is in progress in Swat, where construction of 80 houses of the affected families has been completed and 15 more are in the process of being built.

Flood Related Activities

In July 2005, Flood Relief was provided to the people of Peshawar and Charsadda Districts in NWFP. An immediate Needs Assessment was carried out in the effected areas and then accordingly, a grant of Rs. 884,000 was mobilized by the financial assistance of **BHP Petroleum Pakistan Private Limited**. With this relief assistance CHIP was able to benefit 950 *affected households* of the area. Apart from this, in April 2005, Relief Assistance was provided to Rain and Snow Affected people in Lower Dir. A large number of houses had collapsed, causing a number of deaths, because of

incessant rain and snowfall and the affected people had resorted to begging for money and food and urgently required shelter. A grant of Rs. 215,000 was immediately mobilized by CHIP for the reconstruction of the houses destroyed by rain; the relief assistance benefited 110 households of the effected area by providing building material and other services.

Annual Report

