



**FEDERAL GOVERNMENT OF SOMALIA
OFFICE OF THE PRIME MINISTER**

**SOMALI CAPACITY INJECTION PROJECT (CIP - P149971)
Project Coordination Unit (PCU)**

Quarterly Progress Report

January – March 2018

Project Name:	Somali Capacity Injection Project (CIP)
Project PID/Grant No.	P149971
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Project Location Recipient/Beneficiary:	Federal Government of Somalia.
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1. Executive Summary

This is a quarterly project activities status report that covers the reporting period between **January to March 2018**. The activities implemented in this period were in line with the working draft work plan of the project for 2018.

The summary of the key progress and the achievements made within this quarter period are:

- The recruitment of 67 new CIM staff to the beneficiary institutions except the Ministry of Labor & Social Affairs due to the delayed approval of its structure. The female employee being 15 out of the 67 new staff which means 22%.
- The development of some of the policies and framework for the civil service employees such as: *Performance Management policy*, Career development and scheme of service, *Coaching & Mentoring and Archives & records Management*.
- The re-structuring & modernization of 39 Ministries, Departments and Agencies (MDAs) of the federal government of Somalia.
- The development of Establishment Control and Staff Ceiling guidelines
- Launching the *HR Audit exercise* and the new *Biometric Registration* of the civil servants of the federal government of Somalia.
- The implementation of advanced short-term training courses on procurement, public financial management, policy planning, human resource and monitoring and evaluation for the civil servants of the government.
- Good progress was made on the negotiation between the Federal Government of Somalia and Kenya School of Government about the implementation framework of the MoU that was signed last year between the parties.
- The supplies of equipment (office furniture and ICT equipment) to the institutions.

The following section explains more descriptive of the projects planned activities and their progress and achievements.

2. Quarterly Activities progress:

Quarterly Planned Activities (January – March 2018)	Progress and Achievements
Component 1: Develop the capacity for cross cutting government institutional functions	
The continuation for filling critical and technical positions for the beneficiary MDAs through the use of merit-based recruitment (MBR)	<ul style="list-style-type: none"> ▪ After the re-structuring of all the 10 beneficiary institutions were completed; institutions had identified the gaps and the critical technical positions of their new structures that needed to be filled with priorities. ▪ They made their requests for filling their priorities and project’s capacity injection mechanism (CIM) unit at National Civil Service Commission that is responsible for the recruitment activities had made good progress. ▪ In this first quarter from January to march, the CIM unit/NCSC had completed the recruitment of 67 staff of which 15 staff (22%) are female.
The establishment of credible database (HRMIS) for the civil service	<ul style="list-style-type: none"> ▪ The biometric registration of the civil service employees is part of the HR Audit exercise, which is now underway. After the ongoing biometric registration is completed, HRM

(CS) employees through the use of biometric system.	database system will be established.
Conducting short term advanced training on HRM, PFM, procurement, Policy Planning and M&E	<ul style="list-style-type: none"> ▪ The second phase of the short term training on the mentioned subject had been conducted and advanced training on those subjected were given to over 120 civil servants of the government. ▪ Mainly these trainees were those who initially benefited the previous short training on those subjects.
The development of wide array of training programs for the CS of the government and starting training through the use of School of Management & Public Administration at Somali National University (SNU) in partnership with Kenya School of Government (KSG)	<ul style="list-style-type: none"> ▪ Good progress were made on the negotiations between the government of Somalia and the Kenya School of Government (KSG) on the technical proposal for the implementation framework of the MoU between the parties in terms of training programing modalities, the selection of the courses, the accreditation and certification of the courses, the proposal budget and the work plan as well as the full collaboration and support of KSG to the newly established school of management & public administration at Somali national University in Mogadishu, Somalia.
HR firm for the technical assistant	<ul style="list-style-type: none"> ▪ The HR firm that has been embedded to the National Civil Service Commission (NCSC) and the Capacity Injection Mechanism (CIM) unit has been technically supporting for the development of the recruitment tools, job descriptions, young graduate program, the strategic plan of the NCSC, and were providing technical advices on issues requested by NCSC and CIM unit as well.
Component 2: Strengthening the policies and procedures for civil service management	
Reorganization and Modernization of other 39 MDAs in FGS with development of implementation change management plans.	<ul style="list-style-type: none"> ▪ The structuring of 39 FGS institutions is on going. ▪ Four external consultant experts are carrying out the organizational assessment and modernization of 39 MDAs, that is each consultant assessing 10 institutions. ▪ The draft reports of the first phase of 5 institutions per consultant are now ready and consultative inputs and comments are going on in order to finalize them. ▪ The consultants have also started the second batch of the target MDAs to under assessment and re-structuring process.
Completion of the establishment control guidelines for the civil service	<ul style="list-style-type: none"> ▪ The establishment control guidelines for the civil service has been drafted and awaiting validation.
Development of administrative rules and regulations for the civil service in reference to the drafted civil service policies, frameworks and procedures	<ul style="list-style-type: none"> ▪ The ToRs for the development of the administrative rules and regulations for the civil service has been drafted and is at its final stage for approval.
Conducting HR Audit exercise across the registered CS of FGS MDAs for establishing credible personnel management data system, and strengthening controls on payroll process and management of civil servants. 1) HR firm recruited & placed, 2) Headcount, payroll audit and HR business process audit completed;	<ul style="list-style-type: none"> ▪ The contractual agreement between the FGS and the HR Audit firm was completed end of last year. The ground preparations for the HR Audit exercise have taken first two months of the year. ▪ The inception report with the tools and work plan was completed end of February and circulated to the World Bank. ▪ The CIP had established oversight committee for the FGS HR Audit exercise that is composed of: ministry of labor & social affairs, national civil service commission, Auditor General, Accountant General, ministry of Finance and the Office of the Prime Minister. The minister of labor & social

	<p>affairs leads the oversight committee. In addition to this oversight committee, the CIP coordination also established technical team or task force for the facilitation of the implementation of the HR Audit headcount exercise.</p> <ul style="list-style-type: none"> ▪ The CIP coordination had organized several mobilization and awareness raising workshops for the all FGS MDAs to prepare their civil service employee to be ready for the HR Audit exercise and prepare the necessary documentation of the civil servants at each MDA. ▪ A launching ceremony for the HR Audit exercise was organized CIP in collaboration with ministry of labor & social affairs, the national civil service commission, and the office of the prime minister. The launching event was opened by the Prime Minister of the federal government of Somalia H.E. Hassan A. Kheyre who made the remarkable announcement on the importance of the HR Audit headcount for the government. ▪ The HR Audit headcount and the biometric registration exercises were officially started on 23rd of April 2018, and the Office of the Prime Minister being the first MDA that had gone through the civil servants headcount exercise.
The development of public sector pension policy and implementation plan.	<ul style="list-style-type: none"> ▪ A new expression of Interest (EoI) had been advertised for the development of the public sector pension policy for the federal government of Somalia. The selection of the shortlisted candidates is now undergoing and soon will be concluded.
The Development of a public sector pay and grading policy and an implementation plan	<ul style="list-style-type: none"> ▪ The evaluation of the Request for Proposal (RFP) are now undergoing and soon the qualified candidate will be competitively selected in order to start the development of the public sector Pay & Grading policy.
Component 3: Strengthening Policy Management, Coordination and Monitoring Capabilities at the Centre of Government	
The development of strategic plans for the BIs in line with the NDP	<ul style="list-style-type: none"> ▪ The ToR for the development of the strategic plans for the beneficiary institutions had been drafted and awaiting approval.
Component 4: Project Management and Coordination	
Project structural management, implementation, Coordination & Reporting:	
The preparation and submission of monthly and quarterly reports of the PCU (FM, Procurement, M&E and Communication) in time.	<ul style="list-style-type: none"> ▪ The CIP coordination office has been providing widely the regular monthly bulletin on events and the project activities to the stakeholders. ▪ Quarterly financial and narrative reports are being prepared and shared with the Bank.
Conducting regular meetings on the project progress and updates for the steering committee and the technical implementation levels	<ul style="list-style-type: none"> ▪ At FGS level, regular progress updating meetings had been held both at steering committee and technical implementation levels.
Conducting surge and supervisory meetings between FGS beneficiary institutions and the World Bank.	<ul style="list-style-type: none"> ▪ One surge meeting was held in Mogadshu in February this quarter of which the World bank and the FGS project beneficiary institutions had attended and discussed the progress of the project activities and the priority areas to focus in the quarter.

Project Procurement & Supplies:	
<p>The procurement of the classrooms and ICT lab equipment for the government training school of SNU</p>	<ul style="list-style-type: none"> ▪ The CIP project coordination unit (PCU) had procured and supplied classroom furniture to the newly established school of management and public administration at Somali national University (SNU). ▪ The school is established to facilitate and conduct civil service training programs for the government.
<p>The procurement of biometric equipment for use of biometric registration of the government civil servants.</p>	<ul style="list-style-type: none"> ▪ The PCU had procured and supplied the biometric registration equipment which now being used the on going HR Audit and biometric registration exercises.
<p>The procurement and supplies of office furniture and computers for the all CIM recruited staff</p>	<ul style="list-style-type: none"> ▪ The PCU had been procuring and supplying the office furniture and ICT equipment to the recruited staff of the project at all MDAs. ▪ The procurement and supplies of such equipment to the CIM recruited staff starts once the contracts of the CIM staff are approved.
<p>Procurement of vehicles for some of the lead implementing institutions of the project such as: SNU School, NCSC and MoPIED.</p>	<ul style="list-style-type: none"> ▪ The procurement of 2 vehicles for the training school of SNU is now at request for Quotation stage. ▪ The procurement of 1 mini van for NCSC commission and 2 vehicles for MoPIED are at bidding document approval stage.

Annex 1: The breakdown of the CIM Recruitment in this quarter

January to March 2018 CIM Required Staff				
Sn	Beneficiary Institutions	# of CIM Recruited Staff		
		Male	Female	Total Staff
1	Office of the President (OoP)	5	2	7
2	Office of the Prime Minister (OPM)	1	0	1
3	National Civil service Commission (NCSC)	9	2	11
4	Central bank of Somalia (CBS)	8	4	12
5	Ministry of Labor & Social Affair (MoLSA)	0	0	0
6	Ministry of Finance (MoF)	11	2	13
7	Ministry of Agriculture (MoA)	2	1	3
8	Ministry of Planning, Investment & Economic Development (MoPIED)	10	1	11
9	Ministry of Energy, Water & Resources (MoEW&R)	6	3	9
10	Ministry of Public Work & Reconstruction (MoPW)	0	0	0
	Total	52	15	67