



LOCAL GOVERNANCE REPORT

JULY 2010

*Local Governance Report is prepared by the
Democratic Governance Support Unit-DGSU
United Nations Integrated Mission in Timor-Leste- UNMIT
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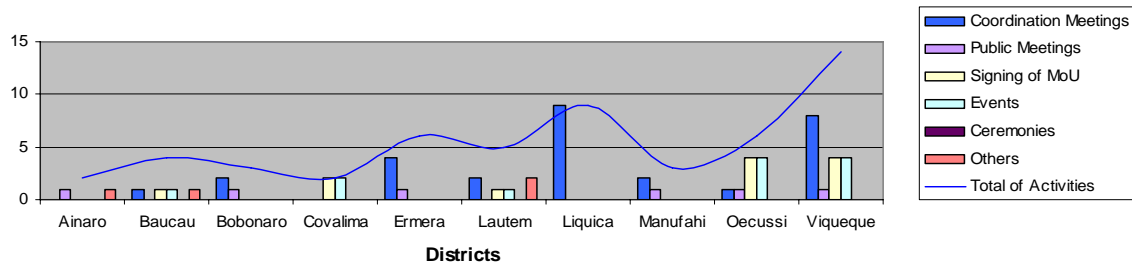
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DISTRICT ADMINISTRATION

Main Activities of the District Administration

Comparison of Activities by Districts
July 2010



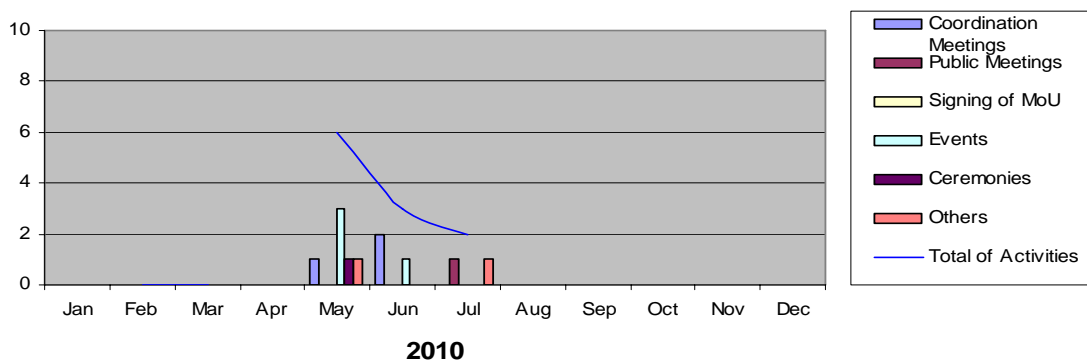
From January to July 2010, the activities organized by the District Administrators are detailed as follows:

AINARO

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings ¹	N/A	N/A	N/A	N/A	1	2	0							3
Public Meetings ²	N/A	N/A	N/A	N/A	0	0	1							1
Signing of MoU	N/A	N/A	N/A	N/A	0	0	0							0
Events ³	N/A	N/A	N/A	N/A	3	1	0							4
Ceremonies	N/A	N/A	N/A	N/A	1	0	0							1
Others	N/A	N/A	N/A	N/A	1	0	1							2
Total of Activities					6	3	2							11

Source: District Administration_31 July 2010

Activities of the District Administration of Ainaro



¹ Coordination Meetings: Involving interalia CSOs, district sectoral offices (see footnote 3 below)

² Public Meetings: Meetings involving members of the community at which advice is given or views are exchanged.

³ Activities included under “events”: workshop, symposium, seminar, conference, forum, pre-congress, and public launching.

July 2010

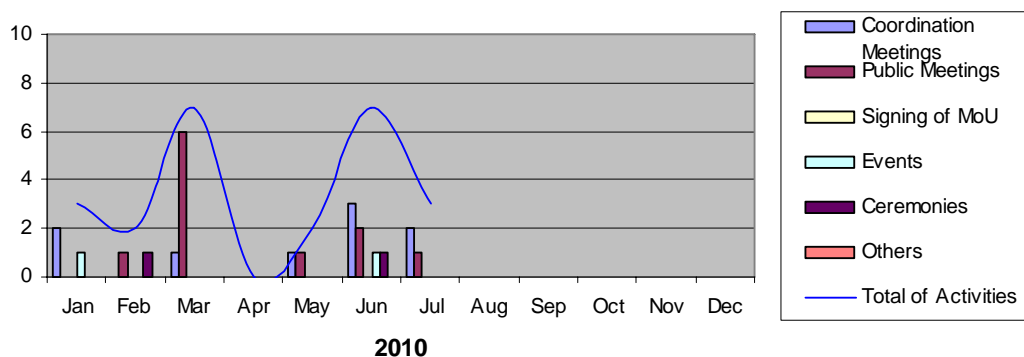
1. On 20 July 2010, district joint team under Decentralized Development Package organized a meeting with selected construction companies that will execute 21 projects in sub-districts. The site visit schedule was decided in the meeting.
2. In the month of July 2010, the district team under Local Development Program organized meeting with Sucos and sub-district Administration to confirm the small scale infrastructure construction sites in various Sucos.

BAUCAU

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings	2	0	1	N/A	1	3	2							9
Public Meetings	0	1	6	N/A	1	2	1							11
Signing of MoU	0	0	0	N/A	0	0	0							0
Events	1	0	0	N/A	0	1	0							2
Ceremonies	0	1	0	N/A	0	1	0							2
Others	0	0	0	N/A	0	0	0							0
Total of Activities	3	2	7		2	7	3							24

Source: District Administration Office_ 31 July 2010

Activities of the District Administration of Baucau



July 2010

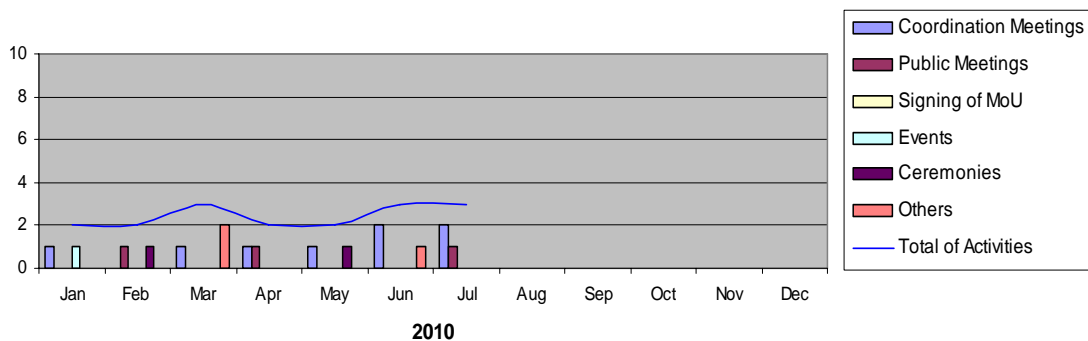
1. On 24-25 July 2010, District Administration facilitated a meeting sponsored by Asia Foundation for Suco Chiefs and Aldeia Chiefs in the district.
2. On 26 July 2010, District Administrator organized a coordination meeting with heads of district offices to discuss hospital rehabilitation.
3. On 29 July 2010, District Administration and Centre of Studies of Peace and Development organized a public meeting to establish district House of Peace (Uma Dama) sponsored by the President.

BOBONARO

Activities of the District Administration Bobonaro	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Coordination Meetings	1	0	1	1	1	2	2						8
Public Meeting	0	1	0	1	0	0	1						3
Signing of MoU	0	0	0	0	0	0	0						0
Events	1	0	0	0	0	0	0						1
Ceremonies	0	1	0	0	1	0	0						2
Others	0	0	2	0	0	1	0						3
Total of Activities	2	2	3	2	2	3	3						17

Source: District Administration Office_ 31 July 2010

Activities of the District Administration of Bobonaro



July 2010

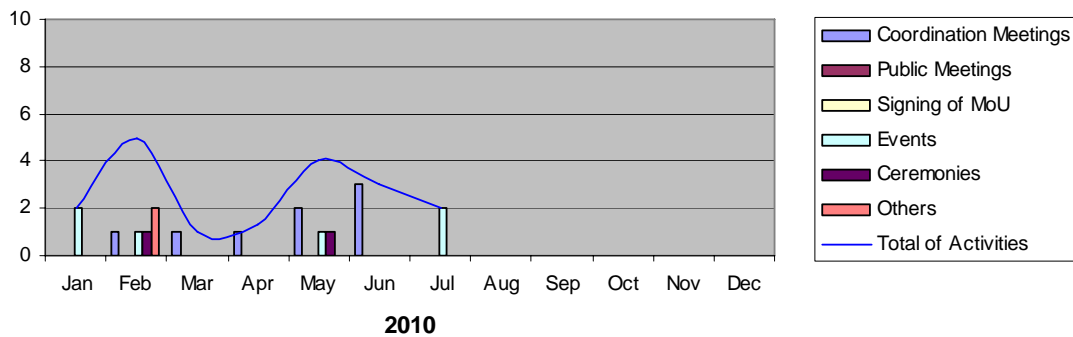
1. On 16 July 2010, District Integration Team of Decentralized Development Package (DDP) conducted meeting with local companies in district Administration hall. Objective of the meeting was to classify/categorize the local companies into A, B, C, and D based on their competencies.
2. On 21 July 2010, the preparation committee responsible for arranging Prime Minister's visit in Maliana conducted coordination meeting with district administrator, suco chief and district heads of sectoral line agencies, NGOs, PNTL, FFDTL and local media in Holsa Suco office. The objective of the meeting was to coordinate among committee members for the preparation of forthcoming visit of Prime Minister.
3. On 21 July 2010, delegation from Indonesia and Timorese officials conducted coordination meeting in Mota Ain, Batu-Gede in Balibo sub district. The objective of the meeting was to prepare official arrangements related to border crossing pass that would start from 28 July 2010.

COVALIMA

Activities of the District Administration	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Coordination Meetings	0	1	1	1	2	3	0						8
Public Meeting	0	0	0	0	0	0	0						0
Signing of MoU	0	0	0	0	0	0	0						0
Events	2	1	0	0	1	0	2						6
Ceremonies	0	1	0	0	1	0	0						2
Others	0	2	0	0	0	0	0						2
Total of Activities	2	5	1	1	4	3	2						18

Source: District Administration Office_ 31 July 2010

Activities of the District Administration of Covalima



July 2010

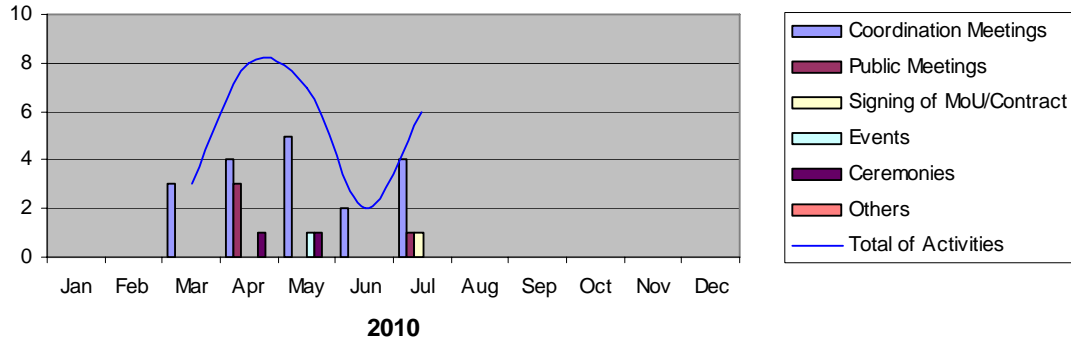
1. On 26 July 2010, deputy District Administrator organized a meeting with regional representatives of NGOs at Youth Centre in Covalima district. The meeting was focused on strategic plan for local development.
2. On 26 July 2010, District Administration Office facilitated a training program for Sucos supported National Directorate for Support to Suco Administration Suco in the district.

ERMERA

Activities of the District Administration	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Coordination Meetings	N/A	N/A	3	4	5	2	4						18
Public Meeting	N/A	N/A	0	3	0	0	1						4
Signing of MoU/Contract	N/A	N/A	0	0	0	0	1						1
Events	N/A	N/A	0	0	1	0	0						1
Ceremonies	N/A	N/A	0	1	1	0	0						2
Others	N/A	N/A	0	0	0	0	0						0
Total of Activities			3	8	7	2	6						26

Source: District Administration Office_ 31 July 2010

Activities of the District Administration of Ermera



July 2010

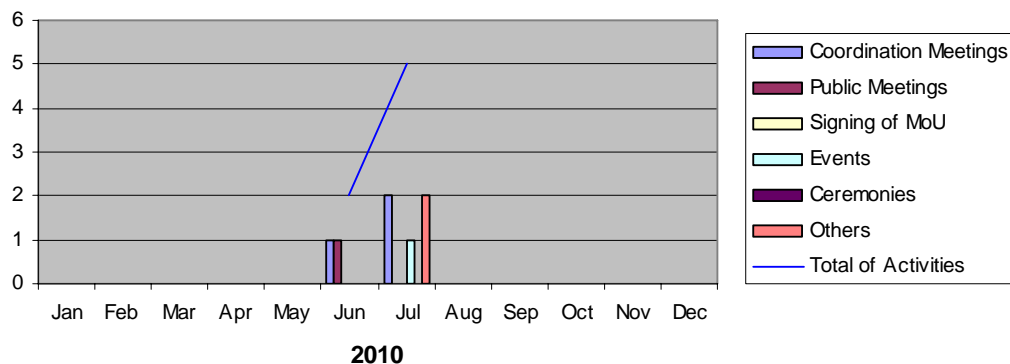
1. From 12-16 July 2010, the District Administration successfully organized facilities and arrangements for the district visit of Prime Minister on community consultations regarding National Strategic Development Plan.
2. On 20 July 2010, the district joint team organized a meeting with Director of National Directorate for Local Development and Territorial Planning (DNDLOT) regarding final selection procedure of 57 short listed contractors who will execute infrastructure projects under Decentralized Development Package. The meeting was attended by Director of DNDLOT, District Administrator, District Development Officer; sub-district Administrator, Heads of district offices, project teams of Local Development Program and Decentralized Development Package.
3. On 22 July 2010, the District Administrator organized a coordination meeting with district joint team in the district. The agenda discussed in the meeting were related to contract offer and contract signing, publishing the construction design, estimated bill of quantities and construction site visits in sub-districts where the construction companies are located. The meeting was attended by about 35 participants and they were national task force team, deputy-district Administrator, District Development Officer, concerned heads of district offices, team of Decentralized Development Package and 21 selected contractors.
4. From 26-27 July 2010, District Administrator (DA) attended a coordination meeting at UNDP in Dili, regarding development programme for selected areas in district. Later in the district, the District Administrator debriefed about the program to district staff.
5. On 27 July 2010, deputy-district Administrator (DDA) attended a meeting on community health organized by International NGO SHARE in Dili. After returning to the district the DDA debriefed about the program to the District Administration.
6. On 30 July 2010, the District Administrator as a coordinator of district joint team organized a coordination meeting in district Administration Hall regarding tender award and contract signing with 21 qualified construction companies who will execute Decentralized Development Package projects in sub-districts. The meeting was attended by National Task Force Team, District Administration staff, other staff from District Offices including related construction companies.

LAUTEM

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings	N/A	N/A	N/A	N/A	N/A	1	2							3
Public Meetings	N/A	N/A	N/A	N/A	N/A	1	0							1
Signing of MoU	N/A	N/A	N/A	N/A	N/A	0	0							0
Events	N/A	N/A	N/A	N/A	N/A	0	1							1
Ceremonies	N/A	N/A	N/A	N/A	N/A	0	0							0
Others	N/A	N/A	N/A	N/A	N/A	0	2							2
Total of Activities						2	5							7

Source: District Administration Office_31 July 2010

Activities of District Administration of Lautem



July 2010

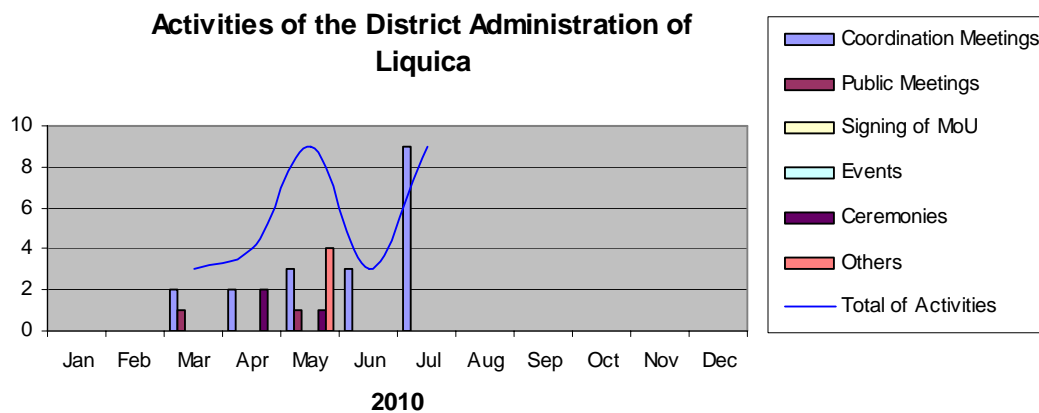
- On 19 July 2010, District Administrator organized a coordination meeting with the heads of all district offices (government line agencies) including sub-district Administrators, and Community Development Officers to review LDP.
- On 26 July 2010, District Administrator organized a coordination meeting with the heads of all district offices including sub-district Administrators, and Community Development Officers to prepare for emergency support for floodings. DA reminded the district staff to be more discipline at their works. DA informed that there will be a uniform for the staff which is the same as the staff of Ministry of State administration and Territorial Management with logo if the ministry.
- On 26 – 28 July 2010, District Administration Office opened distribution of tender documents of the five projects under LDP. The projects are installation of solar panel system, 2 small bridges construction works, clean water rehabilitation, road leveling, construction of retaining wall for erosion protection.
- On 28 July 2010, the construction companies submitted tender document with their bill of quantities to construct projects under LDP-first phase. The meeting identified 36 construction companies have bid for tender for five projects. There are still two projects remaining that are waiting for re-tendering; as there were not adequate companies applied for tender bidding for these two projects.
The total tendered projects were: erosion protection project (11 companies), cage vaccination construction (8 companies), Sanitation (6 companies), multiplication dam (5 companies) and barrier and water channel construction (6 companies).
- On 30 - 31 July 2010, the District Joint Team of Local Development Program visited local development projects' sites in Suco Iilalai (project on solar panel system), Suco Fuiloro (2

projects on small bridges construction), Suco Home (project on clean water rehabilitation), Suco Fuiloro-Aldeia Be'e Moris (project on road leveling), sub-district Lautem (project on erosion protection for the safety of market building).

LIQUICA

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings	N/A	N/A	2	2	3	3	9							19
Public Meeting	N/A	N/A	1	0	1	0	0							2
Signing of MoU	N/A	N/A	0	0	0	0	0							0
Events	N/A	N/A	0	0	0	0	0							0
Ceremonies	N/A	N/A	0	2	1	0	0							3
Others	N/A	N/A	0	0	4	0	0							4
Total of Activities			3	4	9	3	9							28

Source: District Administration Office_ 31 July 2010



July 2010

1. On 06 July 2010, the district joint team organized a coordination meeting to verify the company profiles of local construction companies.
2. On 10 July 2010, there was a coordination meeting of district joint team to classify the shortlisted companies into four different categories A, B, C and D as per the rules of Decentralized Development Package.
3. On 13 July 2010, there was a coordination meeting of District Administrator and heads of district sectoral offices to debrief about the meeting decisions taken in the earlier meeting with the President of Republic regarding forthcoming musical festival in Ramelao (October 2010), Tour de Timor (13-17 September 2010), and International Marathon of 2012.
4. On 14-15 July 2010, the district joint team organized a coordination meeting to finalize the list of companies to be selected for executions of district projects under Decentralized Development Package.
5. On 19 July 2010, District Administration organized a coordination meeting in sub-district Maubara to get prepared for the forthcoming visit of Prime Minister for community consultations.

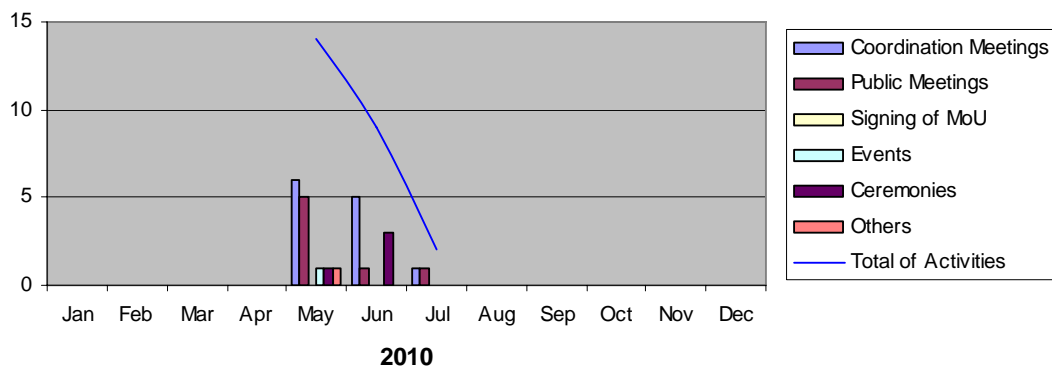
6. On 19 July 2010, District Administration organized a coordination meeting in sub-district Liquiçá to get prepared for the forthcoming visit of Prime Minister for community consultations.
7. On 21 July 2010, Coordination Meeting took place in the Sub-District of Bazartete to get prepared for the visit of Prime Minister.
8. On 27 July 2010, the district joint team organized a consultative meeting with the national Task Force Team on the issue of protest filed by the not-qualified companies. The national Task Force Team arrived in Liquiçá to investigate the claims filed by the companies that were disqualified during competence based selection procedure.
9. On 30 July 2010, District Administration organized a pre-bid coordination meeting with district joint team, technical assistance team from the ministry (MSATM) to execute projects under Decentralized Development Package.

MANUFAHI

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings	N/A	N/A	N/A	N/A	6	5	1							12
Public Meetings	N/A	N/A	N/A	N/A	5	1	1							7
Signing of MoU	N/A	N/A	N/A	N/A	0	0	0							0
Events	N/A	N/A	N/A	N/A	1	0	0							1
Ceremonies	N/A	N/A	N/A	N/A	1	3	0							4
Others	N/A	N/A	N/A	N/A	1	0	0							1
Total of Activities					14	9	2							25

Source: District Administration Office_31 July 2010

Activities of the District Administration of Manufahi



July 2010

1. On 05 July 2010, the district joint team organized a coordination meeting to verify the company profiles submitted by the interested local companies to execute district projects under Decentralized Development Package.
2. On 28 July 2010, District Administrator organized a consultative meeting with representatives from Secretary of State for Vocational Training and Employment, district

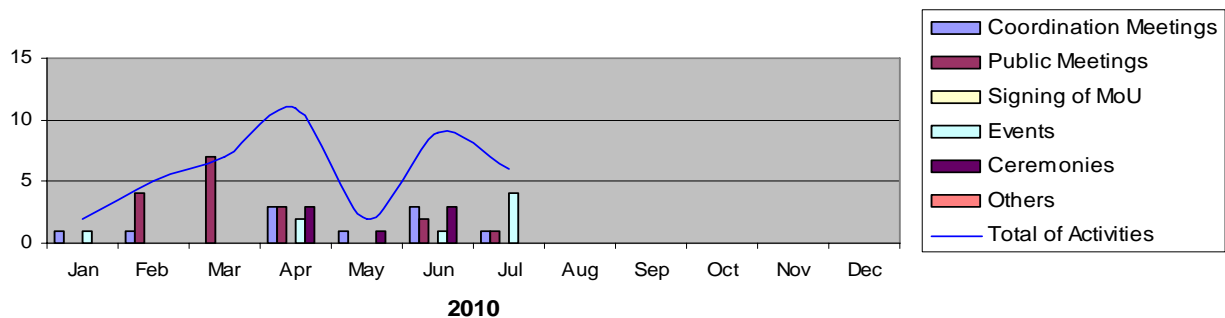
staff, heads of district sectoral Offices, deputy-Commander of district PNTL, sub-district staff and representatives from in the district. The meeting was on identification of damaged government buildings in district.

OECUSSE

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings	1	1	0	3	1	3	1							10
Public Meetings	0	4	7	3	0	2	1							17
Signing of MoU	0	0	0	0	0	0	0							0
Events	1	0	0	2	0	1	4							8
Ceremonies	0	0	0	3	1	3	0							7
Others	0	0	0	0	0	0	0							0
Total of Activities	2	5	7	11	2	9	6							42

Source: District Administration Office_ 31 July 2010

Activities of the District Administration of Oecusse



July 2010

1. On 01 July 2010, District Statistics Office organized a meeting to inform about the forthcoming national census that has the program to collect population data by visiting every household in Sucos. After the meeting there was a training program for technical staff involved in the national census.
2. On 09 July 2010, National Directorate for Local Development and Territorial Planning organized three-day workshop on Suco Development Plan. All Suco Chiefs and their Administrative Assistants, and all sub-district Administrators of Oecusse were present in the workshop. The objective was to train 18 Suco Chiefs, 18 Suco Administrative Assistants and 4 sub-district Administrators on how to prepare socio-economic investment plan of each Suco.
3. On 22 July 2010, Ministry of Justice organized a meeting to inform district staff on human rights law related to land and property and civil cases in the court.

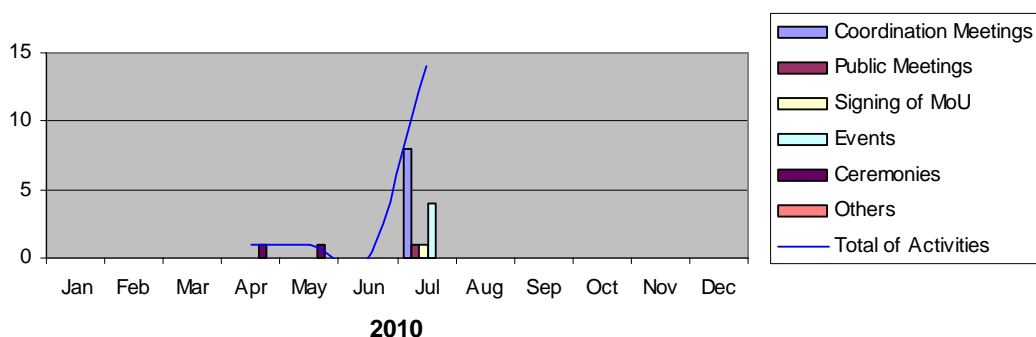
4. On 19 July 2010, district Administrator organized a meeting with district joint committee regarding procurement process of Decentralized Development Package (DDP). The discussion of meeting was focused on the selected companies that would soon start executing the infrastructure projects under DDP.
5. On 20 July 2010, deputy-District Administrator organized a meeting with interne (students from university) who arrived in Oecusse to do field study for two weeks. The 450 students from National University of Timor-Leste are sent to every Sucos in the district to help in identifying Suco's main issues and to find out potential solutions to address those issues. The students will work with Suco authorities, key informants and local population.
6. On 28 July 2010, National Directorate for Conflict Prevention and Security Management organized an interaction program on community conflict prevention. About 80 people attended the program including Aldeia Chiefs, Suco Chiefs, district Administration staff, district line agency staff and police. The interaction program aimed to raise awareness of local authorities to prevent conflict rather than to cure.

VIQUEQUE

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings	N/A	N/A	N/A	0	0	N/A	8							8
Public Meetings	N/A	N/A	N/A	0	0	N/A	1							1
Signing of MoU	N/A	N/A	N/A	0	0	N/A	1							1
Events	N/A	N/A	N/A	0	0	N/A	4							4
Ceremonies	N/A	N/A	N/A	1	1	N/A	0							2
Others	N/A	N/A	N/A	0	0	N/A	0							0
Total of Activities				1	1		14							16

Source: District Administration Office_31 July 2010

Activities of the District Administration of Viqueque



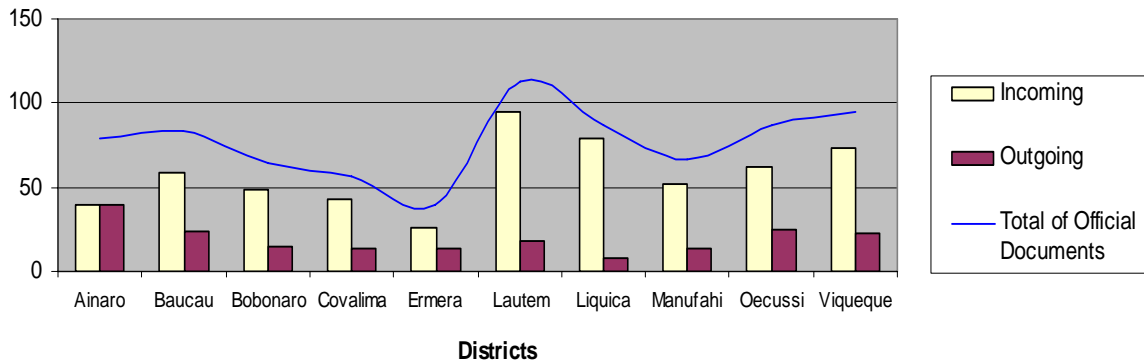
July 2010

1. On 02 July 2010, District Administrator organized a meeting with representatives of local companies that are selected to execute projects under Decentralized Development Package.

2. On 09 July 2010, District Administrator participated in a launch ceremony of the brochure on women participation in the 2009 Suco elections and the official presentation of the electoral census results.
3. On 09 July 2010, district administrator attended a meeting with the President of Republic in Dili about Ramelau festival.
4. On 10 July 2010, District Administrator organized a consultative meeting with local companies that have protested because they were not pre-qualified and rejected to bid for projects under Decentralized Development Package.
5. On 11 July 2010, district administrator visited flood affected Sucos in sub-districts Uatolari and Uatocarbau to observe the loss of house and property by natural disaster. This visit has helped the District Administrator to prepare a report on request for emergency aid.
6. On 13 July 2010, District Administrator attended a launch ceremony of signing contract under Decentralized Development Package in Baucau. Symbolically, the Prime Minister launched the signing ceremony.
7. On 16 July 2010, District Administrator attended meeting with STAE in Dili.
8. On 18 July 2010, district administrator organized a meeting with UNPOL in Viqueque to coordinate in the security situation in district.
9. On 19 July 2010, District Administrator organized staff meeting regarding daily operation of office and administrative issues.
10. On 23 July 2010, District Administrator participated in the opening day of training program on food and nutrition in sub-district Ossu.
11. On 25 July 2010, District Administrator signed contract with 11 companies that will execute infrastructure projects in sub-districts under Decentralized Development Package.
12. On 26 July 2010, District Administrator organized a coordination meeting with district staff, sub district staff and Suco Chiefs in District Administration Office.
13. On 26 July 2010, District administrator had a meeting with Catholic Relief Service and IOM to discuss the issue of recent natural disaster of flood and landslides in the district.
14. On 30 July 2010, District Administrator attended the opening day of a training program on early childhood development and taking care of babies from 0-5 years of age.

Official Documents

**Comparison of Official Communication by District
July 2010**



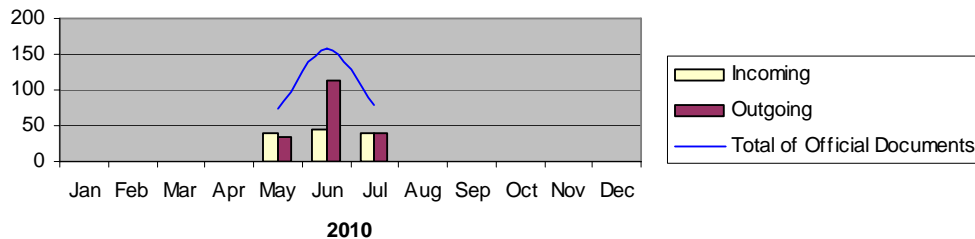
From January to July 2010, District Administrators have used official written communication as follows⁴:

AINARO

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	N/A	N/A	N/A	N/A	40	45	39							124
Outgoing	N/A	N/A	N/A	N/A	33	113	40							186
Total of Official Documents					73	158	79							310

Source: District Administration Office_31 July 2010

**Official Documents
Ainaro**



Incoming

⁴ Considering the high number of official documents, only the “main” documents are listed in this monthly report according to the Democratic Governance Support Unit-UNMIT monitoring activities.

- **Main instructions from central offices in Dili**

No.	Date	From Whom	Subject
1	06 July	SAS, Secretary of State for Electricity, Water and Urban Planning	Request to submit participants list for training on maintenance of water supply
2	10 July	National Directorate for Support to Suco Administration (DNAAS)	Request to submit Suco budget
3	13 July	National Directorate of Employment, SoS Vocational Training and Employment	Request to identify government buildings destroyed during heavy rain in district
4	14 July	Office of Prime Minister	Circulation (subject not disclosed)
5	19 July	National directorate for Local Development and Territorial Planning/National directorate for Administration and Finance	Meeting to discuss on use of forms and financial reports

- **Main general information from central offices in Dili**

No.	Date	From Whom	Subject
1	02 July	National Directorate for Land, Property and Cadastre Services	Information on measuring private land
2	02 July	Secretary of State for Natural Resources	Information on geological research in district
3	10 July	National Directorate for Local Administration	Information on Council of Ministers' meeting on Decentralized Development Package
4	10 July	National Directorate for Local Administration	Payment of civil servants' salary through personal bank account
5	13 July	Anti Corruption Commission	Advice on anti corruption
6	13 July	Ministry of Social and Solidarity	List of candidates for scholarship program from the family of veterans and martyrs

- **Main requests from other offices in the district**

No.	Date	From Whom	Subject
1	01 July	National Directorate of Land, Property and Cadastre Services	Request for identification of government property
2	06 July	STAE-Ainaro	Inform the community about electoral identity card
3	08 July	Hametin Ita Rai/ District Land and Property	Invitation for meeting
4	22 July	District Forest Office Ainaro	Permission to cut trees

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	01 July	Civil Construction Company	Complaint on participation of non-local company in tender process for sub-district level projects
2	01 July	District Land, Property and Cadastre Services	Information of private land measurement process
3	06 July	District Office of Water and Sanitation	Monthly attendance of staff of district staff-SAS

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	02 July	Sector I	Ticket of identity
2	02 July	Nunomogue Suco Council	Request to repair water pipes in Hatu Bulico (Pousada)

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	01 July	Ministry of Education	Completed construction of elementary school building in Maulau
2	05 July	Director General of Public Works and National Directorate for Local Development and Territorial Planning	Procurement process report of Decentralized Development Package (DDP)
3	07 July	Director General of Public Works and National Directorate for Local Development and Territorial Planning	DDP problem in Maubisse sub-district.
4	10 July	National Directorate for Administration and Finance	Request new fuel tickets
5	29 July	Ministry of Social Solidarity	Request ‘Heros’ body remain of Ainaro

- **Main communication to other offices in the district**

No.	Date	To Whom	Subject
1	16 July	PNTL Ainaro	Request security support
2	19 July	District Electricity office	Request to power supply and installation
3	29 July	Health office-Ainaro	Need information on health issues and request for assistance

- **Main communication to lower offices in the district**

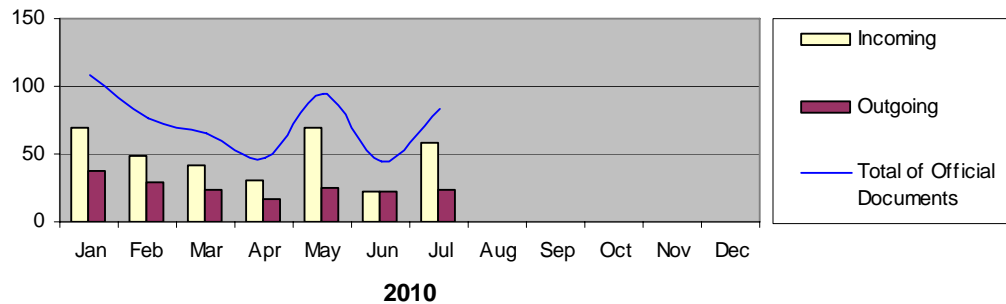
No.	Date	To Whom	Subject
	05 July	All Suco chiefs	Verification of Local Development projects 2011
	20 July	Suco Chiefs	Invitation for meeting
	21 July	Sub-district Administrator of Hato Udo	Meeting with Enterprises

BAUCAU

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	70	48	42	30	69	22	59							340
Outgoing	38	29	23	17	25	22	24							340
Total of Official Documents	108	77	65	47	94	44	83							680

Source: District Administration Office_31 July 2010

Official Documents Baucau



Incoming

- Main instructions from central offices in Dili

No.	Date	From Whom	Subject
1	15 July	Office of the President	Visit of the President to Baucau District
2	15 July	National directorate of Administration and Finance, MSATM	Request for the vehicle maintenance
3	16 July	National Directorate for Support to Suco Administration, MSATM	Regarding training for capacity building

- Main general information from central offices in Dili

No.	Date	From Whom	Subject
1	14 July	Ministry of State Administration and Territorial Management	Invitation for community leaders' training
2	21 July	National Directorate for Support to Suco Administration, MSATM	Training of Suco Administrative Assistants

- Main requests from other offices in the district

No.	Date	From Whom	Subject
1.	12 July	National Directorate for Disaster Management, Ministry of Social Solidarity	Information on the emergency relief on the district
2.	21 July	Sub-district Administrator of Venilale	Delegation of authority
3.	22 July	Sub-district Administrator of Venilale	Letter of clarification

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1.	10 July	Sub District Administrator Laga	Weekly report submission
2.	20 July	Sub District Administrator Baguia	Report on the natural disaster in Sucos
3.	28 July	Baucau district Land, Property and Cadastre Service	Cancellation of the land plot

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1.	05 July	Suco Chief Namanei	Support for emergency relief in Suco Namanei
2.	16 July	Suco Chief Bha Mori	Information on natural desastre in Bha Mori
3.	29 July	Suco Chief Letemumo	Submission of Suco Letemumo project proposal

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
	11 July	Sub District Administrator Baguia	Weekly report submission
1	20 July	Sub District Administrator Venilale	Weekly report of Venilale
2	21 July	Sub District Administrator Quelicai	Letter of clarification

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	15 July	National Directorate for Support to Suco Administration, MSATM	Request for the rehabilitation of 'Sede Suco Tequinamata'
2	20 July	Minister of Tourism, Commerce and Industry	Recommendations on the rice selling
3	20 July	National Directorate of Local Development and Territorial Planning, MSATM	Report on the Suco administration funds

- **Main communication to other offices in the district**

No.	Date	To Whom	Subject
1	23 July	District Office DTPSC	Information on the destruction of the houses in 1999
2	26 July	Sub-district Administrator Baucau	Meeting on Suco development plan
3	27 July	Sub District Administrator Vemasse	Information on Local Development Program

- **Main communication to lower offices in the district**

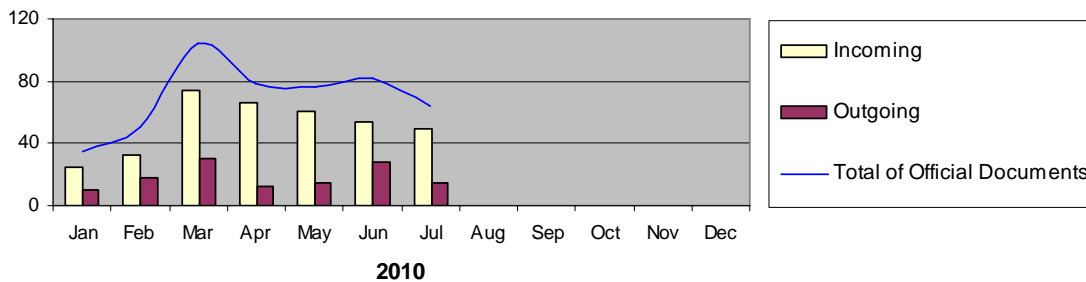
No.	Date	To Whom	Subject
1	21 July	District Finance Office	Payment authorization
	24 July	District Disaster Management Committee	Information on natural disaster in district
2	28 July	Local Company Directors (Contractors)	Project contract under Decentralized Development Package

BOBONARO

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	25	33	74	66	61	54	49							362
Outgoing	10	18	30	12	15	28	15							128
Total of Official Documents	35	51	104	78	76	82	64							490

Source: District Administration Office_31 July 2010

Official Documents Bobonaro



Incoming

- Main instructions from central offices in Dili

No.	Date	From Whom	Subject
1	01 July	Director of National Directorate for Local Administration (DNDLOT)	Requested to handover motorcycle to Secretariat of Youth Development Program (YDP) in Dili
2	06 July	Director of National Directorate for Suco Support Administration (DNAAS)	Request to submit report on Sucos' budget

- Main general information from central offices in Dili

No.	Date	From Whom	Subject
1	02 July	Director of National Directorate for Administration Local (DNAL)	Meeting with Minister of State Administration and Territorial Management on Decentralized Devpt. Package
2	25 July	Director of National Directorate for Suco's Support Administration (DNAAS)	Cancellation of training to Suco Chiefs and Suco Administrative Assistants
3	25 July	National Directorate for Culture	Research on traditional hand made productions

- Main requests from other offices in the district

No.	Date	From Whom	Subject
1		N/A	

- Main general information from other offices in the district

No.	Date	From Whom	Subject
1	02 July	Coordinator of cooperative Lanamona	Report of cooperative credit union

2	07 July	Head of Health Office	Invitation for meeting on health issue in district
3	19 July	FFDTL Tunubibi	Invitation for meeting
4	28 July	Manager of World Vision Timor Leste	Invitation for meeting to discuss on local level program

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	12 July	Acting Sub District Administrator of Maliana	Request for work coordination of district civil security agent

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
1	01 July	Sub District Administrator of Bobonaro	Report on natural disaster that affected Sucos in Bobonaro
2	07 July	Sub District Administrator of Balibo	Report on natural disaster that affected Sucos in Balibo
3	09 July	Acting Sub District Administrator of Maliana	Monitoring Schedule of SISCA
4	12 July	Suco Chief of Meligo	Complain
5	13 July	Suco Chief of Atuaben	Report of house burnt in Atuaben

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	01 July	Director of National Directorate for Administration and Finance (DNAF)	Report on fuel voucher for generator
2	01 July	Director of National Directorate for Local Administration (DNDLOT)	Attendance report of District Administration staff
3	02 July	Director of National Directorate for Local Administration (DNAL)	Complaint letter from CPDRDTL groups in Bobonaro region
4	15 July	Director of National Directorate for Suco Support Administration (DNAAS)	Attachment of list of telephone mobile numbers of Suco Chiefs

- **Main communication to other offices in the district**

No.	Date	To Whom	Subject
1	13 July	District Development Officer Bobonaro	Justification
2	15 July	All heads of departments, NGOs and all sub-District Administrators	Request for a meeting to establish committees for natural disaster management at sub-districts and Sucos

- **Main communication to lower offices in the district**

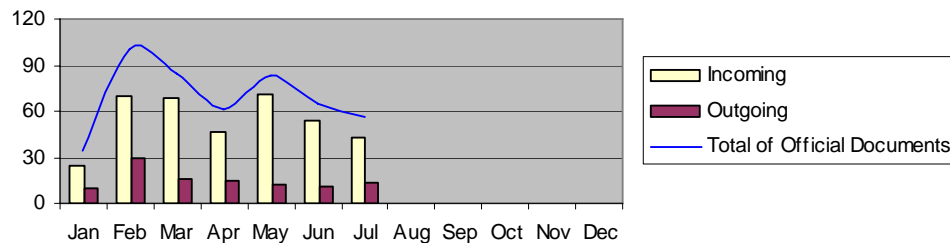
No.	Date	To Whom	Subject
1	20 July	All six sub district Administrators	Research on community leaders and local culture
2	21 July	All six sub district Administrators	Circular letter regarding next week's visit of the President of Republic
3	28 July	All six sub district Administrators	Information and Invitation to attend inauguration ceremony of Boarder Crossing Pass

COVALIMA

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	24	70	68	46	71	54	43							376
Outgoing	10	30	16	15	12	11	13							107
Total of Official Documents	34	100	84	61	83	65	56							483

Source: District Administration Office_31 July 2010

Official Documents Covalima



2010

Incoming

- **Main instructions from central offices in Dili**

No.	Date	From Whom	Subject
1	09 July	National Directorate of Statistics, Director General of Research and Analysis	Request for District Administration's support for 2010 census activities
2	14 July	DNE, Secretary of State for Vocational Training and Employment	Identification of damaged buildings in district owned by government
3	14 July	Ministry of Education	Construction of school building in Ogues Maucatar sub district.
4	14 July	National Directorate of Local Administration, MSATM	Civil servants' salary payment through bank account
5	14 July	National Directorate for Support to Suco Administration, MSATM	Request to submit Sucos budget
6	14 July	Secretary of State for Natural Resources	Collaboration request and working together to support activities of geological mapping of district
7	14 July	National Directorate for Local Development and Territorial Planning	Information on decisions made by Council of Ministry's meeting regarding Decentralized Development Package

- **Main general information from central offices in Dili**

No.	Date	From Whom	Subject
1	14 July	Department for District Health Services, Ministry of	Information on national conference on health program
2	14 July	National Directorate for Local Administration	Information on agenda for National Development Strategic Plan

3	14 July	Office of Prime Minister	Information on boarder security and situation in Naktuka Oe-Cusse
4	20 July	Ministry of Social Solidarity	Request of list of students those who are veterans' and martyrs' children for government scholarship
5	20 July	Secretary of State for Natural Resources	Request for inputs for the speech of Prime Minister
6	23 July	Ministry of Infrastructure	Inauguration of power supply lines and rehabilitation central building in Suai
7	26 July	National Directorate of Labour Relations, Secretary of State for Vocational Training and Employment	Information on payment of allowance for former civil servants of Indonesian time in TL
8	27 July	National Directorate of Employment	Concept of terms of reference for employment centre

- **Main requests from other offices in the district**

No.	Date	From Whom	Subject
1	12 July	Suai Parish	Invitation for meeting and discussion
2	26 July	District special Olympic committee	Information to officers about inauguration
3	06 July	District Justice Facility	Invitation for meeting

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	07 July	District Statistic Office	Monthly attendance report and list of staff
2	15 July	District Forest Office	Request for permission to cut trees and loading wood

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	07 July	Sub-district Administrator of Maucatar	Request for permission to cut trees
2	07 July	District Statistic Covalima	Invitation for meeting
3	05 July	Mape Suco Council	Natural disaster report and support aids

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
1	06 July	Labarai Suco Council	Report on natural disaster in Aldeia Holba
2	07 July	Holpilat Suco Council	Natural disaster report of Holpilat Suco
3	07 July	Fatuleto Suco Council	Natural disaster report of Fatuleto
4	07 July	Zumalai sub-district Administration	Natural disaster report

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	07 July	National Directorate for Local Development and Territorial Planning	Destroying dilapidated and damaged buildings belong to government
2	08 July	National Directorate Administration and Finance	Request generator fuel tickets for official use
3	15 July	Secretary of State for Water, Electricity and Urban Planning	Request to install heavy oil machine

4	19 July	National Directorate for Local Development and Territorial Planning	Submission of project report on Local Development Program 2010
5	19 July	National directorate for Local Administration	Information on budget transfer

- **Main communication to other offices in the district**

No.	Date	To Whom	Subject
1	08 July	District Health Office	Request to participate in district health program
2	21 July	STAE	Recommendation on voters' identity card and list

- **Main communication to lower offices in the district**

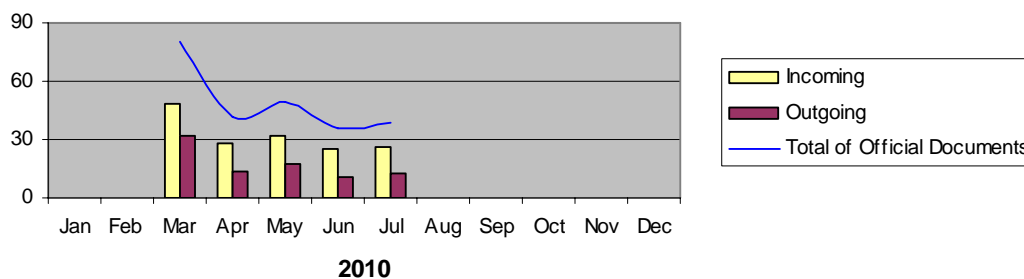
No.	Date	To Whom	Subject
1	19 July	Suco Chiefs and Suco Support Administrative Assistants	Request to participate in Suco Administrative Training
2	16 July	Sub-district Administrations of Fatululik, Fatumean, Tilomar, Fohorem and Maucatar	To inform security conditions on the border area
3	20 July	All 30 Suco Chiefs	Invitation for meeting at District Administration
4	20 July	Community Development officers of all 7 sub-districts	Invitation for CPI's meeting

ERMERA

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	N/A	N/A	48	28	32	25	26							108
Outgoing	N/A	N/A	32	14	17	11	13							63
Total of Official Documents			80	42	49	36	39							171

Source: District Administration Office_31 July 2010

Official Documents Ermera



Incoming

- **Main instructions from central offices in Dili**

No	Date	From Whom	Subject
1	01 July	National Directorate for Local Administration Dir.No.188/DNAL/MAEOT/VII/10	Request to provide personal accounts of all civil servants for their salary payment
2	08 July	National Directorate for Local Administration, No.No.185/MAEOT-DNAL/VII/10	Instruction to use Audiovisual equipment
3	12 July	National Directorate for Local Administration, Dir.No.196/DNAT/MAEOT/VII/10	Meeting with Ministry Regarding Decentralized Development package
4	12 July	National Directorate for Support to Suco Administration, Dir.No.116/DNAAS/MAEOT /VII/10	Instruction on how to use administrative and incentive funds
5	20 July	Director General, Ministry of State Administration and Territorial Management, No.158/Gab.DG/MAEOT/VII/10	Instruction on office uniform for officers

- **Main general information from central offices in Dili**

No.	Date	From Whom	Subject
1	01 July	Ministry of Health, No.409/MS/DNSHE/ DSC/VII/10	Information about treatment in American Mercy Ship
2	02 July	Office of Prime Minister, No.0989/GPM/ VII/10	Programme on National Strategic Development Plan in the District.
3	06 July	Secretary of State for Promotion of Equality (Gender Dev.Department), No.86/70// DNPDG-lmk-SEPI/VII/2010.	Information on CEDAW Seminar on decentralization
4	08 July	Secretary of State for Natural Resources	First report of socialization of Extractive Industries Transparency Initiative
5	12 July	Ministry of social Solidarity,No.249/MSS/ SEAACLN/07/10	To provide scholarship amount to the children of Veterans
6	12 July	Secretary of State for Vocational Training and Employment /DNE,No. 448/ DNE/SEFOPE/VII/10	To identify buildings that belong to government in district
7	12 July	Infrastructure Support Office, Ministry of Education , No.ME/61-E/056	School construction at Suco Goulolo in Letefoho sub-district
8	26 July	Secretary of States for Public Works /GDopTFT,No. 83/DGOP/10	Technicians' participation in PDD projects.

- **Main requests from other offices in the district**

No.	Date	From Whom	Subject
1	07 July	District Boxing Association No.001/ABADE /V/10	Proposal for boxing activity fund
2	07 July	Gleno Church Scout Group, No.02/CEC-AJPG/EMNGG/VI/10	Request for providing materials
3	12 July	Norwegian NGO YEP NRC.	Students' field training on administration in District Office
4	20 July	PNTL Ermera District	Invitation to attend the handover ceremony.
5	20 July	Local NGO HDI,No.08/HDI/EC/VII/10	Borrowing chair from District Administration Office
6	23 July	NGO SHARE TL	Participate in general function and deliver remarks

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	20 July	Local NGO HDI, No.07/HDI/C.	Participation on public consultation and socialization of

		ToR/VI/10	Martial Law No.10/2008.
2	20 July	Office of Veteran	Request for scholarship for children of veterans
3	21 July	District Library	Report on community participation

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	12 July	Suco Obulo in Atsabe SD, No.03/ OBULO/25/06/10	Proposal to install biogas energy plant and solar panel

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
1	05 July	Suco Leimea Kraik, Hatolia SD, No.17/SLC/SDH/D-E/VII/10	Government's social scheme on subsidy for elderly people in Sucos.

Outgoing

- **Main communication to Dili**

No.	Date	To Whom	Subject
1	06 July	National Directorate for Support to Suco Administration, MSATM	List of Sucos who did not complete their mandated tenure
2	19 July	Chief Staff, Office of the President, No.121/DNAL/D-E/10	Participants for bicycle racing from Ermera
3	21 July	District, Regional and National Education Offices, Ministry of Education	Lists of educated and illiterates. List of people who are graduate and/or have other levels of studies
4	29 July	National Directorate of Local Administration, No.115/DNAL/D-E/VI/10	List of Government's abandoned buildings in district
5	30 July	Ministry of Justice, No.131/DNAL/D-E/VII/10	District focal point officer for human rights

- **Main communication to other offices in the District**

No.	Date	From Whom	Subject
1	01 July	District sectoral offices, sub-district Administrations, Church, local NGOs and district Youth Association	Invitation to attend a conference in reproductive health
2	21 July	BNU Ermera District, No.125/DNAL/D-E/VII/10	Proposal to open bank accounts for civil service staff in district for the use of salary disbursement
3	26 July	BNU Ermera District, No.125/DNAL/D-E/VII/10	Information on bank account of district staff for the use of salary disbursement

- **Main communication to lower offices in the District**

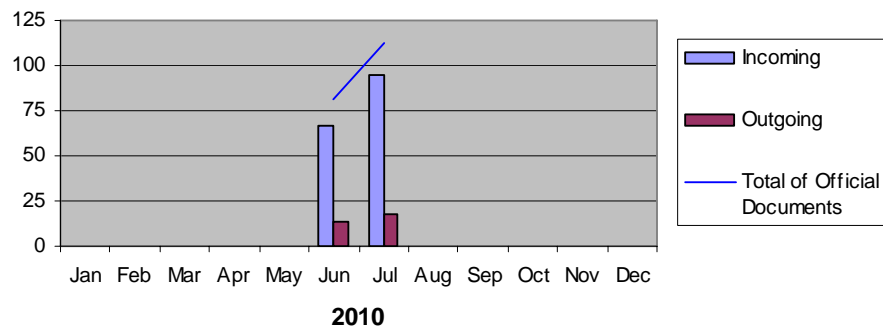
No.	Date	To Whom	Subject
1	14 July	All 5 sub-district Administrations, 52 Suco Chiefs and Administrative Assistants No.22/DNAL/D-E/VII/2010.	Invitation to attend Suco level training in the District Administration
2	26 July	All 5 sub-district Administrators	Information on training for Suco Chiefs and their Assistants.
3	27 July	All 5 sub-district Administrators	Final reports on arrangements for the visit of Prime Minister
4	27 July	Former Indonesian functionary	Pension fund

LAUTEM

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	N/A	N/A	N/A	N/A	N/A	67	95							162
Outgoing	N/A	N/A	N/A	N/A	N/A	14	18							32
Total of Official Documents						81	113							194

Source: District Administration Office_31 July 2010

Official Documents Lautem



Incoming

- Main instructions from central offices in Dili

No.	Date	From Whom	Subject
1	01 July	Cabinet of Prime Minister	National forum against corruption
2	06 July	Cabinet of Prime Minister	Dispatch of traffic accident report
3	20 July	National Directorate of Local Development and Territorial Planning, MSATM	Meeting on use of Local Development Program (LDP) funds and the preparation of LDP financial reports for the first and second quarters
4	20 July	Director General, MSATM	Salary Payment through bank transferring
5	20 July	National Directorate of Local Development and Territorial Planning	Regular Meeting of second trimester
6	20 July	National Directorate of Local Development and Territorial Planning	Information on TOT on Suco Development Plan and its implementation
7	20 July	National Directorate of Sucos Administration (DNAAS)	Information on postponed of training for Suco Chiefs and Suco Administrative Assistants
8	20 July	Cabinet of Prime Minister	Information on Decentralized Development Package
9	26 July	Office of Public Defender, Ministry of Justice	Invitation to attend inauguration of public defender's residence in Baucau
10	27 July	Office of Public Defender, Ministry of Justice	Inauguration of public defender's residence in Suco Tirilolo Baucau
11	30 July	Ministry of Economy and Development	Terms of references

- Main general information from central offices in Dili

No.	Date	From Whom	Subject
1	09 July	National Directorate of Social Reintegration	Information on scholarship program for mothers
2	13 July	Cabinet of Minister of Infrastructure	First phase construction of school EPS 309 in Lospalos
3	15 July	National Department for Statistics-MoF	Preliminary Report of the district

4	20 July	National Directorate of Social Reintegration	Information on technical training on social workers
5	27 July	National Directorate for Gender Policies and Development	CEDAW Seminar on decentralization in Dili

- **Main requests from other offices in the district**

No.	Date	From Whom	Subject
1	07 July	District Office of Forestry	Authorization for cutting trees in district forest
2	19 July	District Health Service	Requesting plastic chairs for official use
3	21 July	District Office of Forestry	Authorizing following persons to cut trees in district: Pascoal da Costa - Iliomar, Rosentino dos Santos - Losplaos, Olderico Alves - Lospalos
4	21 July	Office of Water and Sanitation (SAS)	Proposal of water tank construction in 5 sub-districts in Lautem
5	22 July	National Directorate of Land, property and Cadaster Services	Endorsement of land and property
6	28 July	District Health Service	Proposal on financial support to continue study
7	28 July	District Office of Forestry	Authorization for cutting tree

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	01 July	District Water and Sanitation (SAS)	Information on gymnastic and general cleanliness day
3	05 July	Lautem sub-district Administration Office	Traffic accident report
4	05 July	Luro sub-district Administration Office	Weekly report
5	05 July	Civil Registration	Monthly Report of June 2010 and second trimester report 2010
6	07 July	District Office of Forestry	Report on use of forest resources
7	09 July	Tutuala sub-district Administration Office	CDS D Tutuala proposal for Local Development Program and weekly report
8	12 July	District office of Land and Property	Land property declaration in Laru-ara (Lai-ara)
9	12 July	Lautem sub-district Administration Office	Weekly Report and report on natural disaster
10	14 July	Lautem sub-district Administration Office	Biweekly Report on sub-district activities
11	19 July	District office of STAE	Monthly Report on electoral process in district
12	22 July	District office of Civil Registration	Calendar program for third trimester 2010
13	26 July	Suco Chief of Parlamento Suco	Good behavior declaration
14	26 July	District Disaster Management Committee	Revision of assessment schedule in sub district Lautem, Tutuala and Lospalos
15	27 July	District INFUSE-Project under Ministry of Economy & Development	Infuse map of financial service access points in Timor Leste as 31 Dec 2010
16	30 July	District Office of Civil Registration	Requesting to borrow tables and chairs and invitation letter

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	12 July	Suco Chief of Ililai Suco	Requesting for help and financial support in community matter
2	19 July	Luro sub-district Administration Office	Community proposal on local issue
3	26 July	District Health Service	Requesting scholarship for the pharmacy staff
4	26 July	Lospalos and Iliomar sub-district Administration Office	Request for signing recommendation for selling rice
5	27 July	Youth Development Program	Request for staff salaries

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
1	08 July	Suco Chief of Suco Rasa	Information on Suco Rasa and reclamation
2	12 July	Suco Chief of Suco Tirilolo	Declaration in Suco Tirilolo
3	19 July	Suco Chief of Harfi Futuro	Information on Suco Harfi Futuro
4	19 July	Suco Chief of Ita-Ono	Request for support on community issue
5	19 July	Iliomar sub-district Administration	Data of Natural disaster affected Sucos in Iliomar
6	26 July	Suco Chief of Mehara Suco	Sign declaration regarding community issue
7	26 July	Suco Chief of Cainiliu Suco	Submission of destruction observation forms
8	26 July	Suco Chief of Ililai Suco	Travel request to Ministry of Social Solidarity in Dili
9	27 July	Suco Chief of Eukisi suco	Minutes of monthly Suco Council meeting
10	27 July	District office of STAE	Attendance List of staff
11	30 July	Suco Chief of Home Suco	Request to support on community issue (dispute)

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	21 July	Chief of transport, Secretary of State for Transports, Equipment and Communications	Requesting to provide vehicles for district
2	21 July	National Directorate of Veterans (former Combatants of National Liberation)	Requesting scholarship for the children of veterans
3	21 July	National Directorate for support to Suco Administration	Report on the list of community leaders for the period of 2004 -2009
4	22 July	National Public Admin. Institute	Report on staff log book
5	22 July	Ministry of State Administration and Territorial Management	Crime Report
6	22 July	Office of Prime Minister	Crime Report
7	22 July	PNTL Commander	Crime Report
8	22 July	Secretary of State for Rural Development and Cooperatives	Permission to start building construction- IADD Lautem

- **Main communication to other offices in the district**

No.	Date	To Whom	Subject
1	21 July	District Health Service	Requesting to support vehicle
2	22 July	Coordinator of Task Force – PNTL Lautem	Crime Report
3	27 July	District Office of Civil Registration	Conditions on borrowing chairs (return chairs after use)

- **Main communication to lower offices in the district**

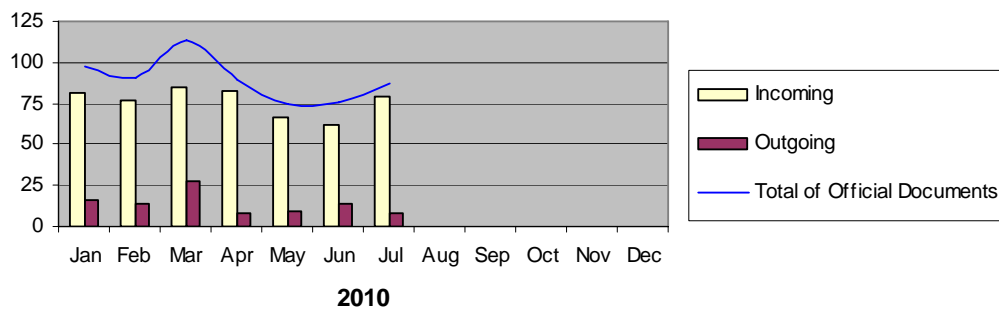
No.	Date	To Whom	Subject
1	20 July	Sub District Administrator Luro (include 6 Sucos), Iliomar (Include 6 Sucos), Tutuala (include 2 Sucos), Lautem (Include 10 Sucos), Losplaos (include 10 Sucos)	Invitation to attend Suco Development Plan (PDS) Tot training in Lautem District
2	22 July	District Fongtil Officer and Orphanage Coordinator	Invitation to attend meeting in District Administration Office

LIQUICA

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	81	77	85	82	66	62	79							532
Outgoing	16	14	28	8	9	14	8							97
Total of Official Documents	97	91	113	90	75	76	87							629

Source: District Administration Office_ 31 July 2010

Official Documents Liquica



July 2010

Incoming

- Main instructions from central offices in Dili

No.	Date	From Whom	Subject
1	08 July	National Directorate of Local Administration, MSATM	Meeting with the Minister about Decentralized Development Package
2	08 July	National Directorate for Support to Suco Administration	Submission of report on Suco budget
3	15 July	Office of Prime Minister	Circular (<i>the subject was not disclosed</i>)

- Main general information from central offices in Dili

No.	Date	From Whom	Subject
1	05 July	National Directorate for Support to Suco Administration, MSATM	Cancellation of training for Suco Chiefs and Suco Admin Assistants
2	15 July	Director of National Department of Statistics	Identification of state owned buildings that have been destroyed
3	29 July	Coordinator of Technical Assistance Team, MSATM	Participation of Technical assistance Team in the pre-bid meeting on projects under Decentralized Development Package

- Main requests from other offices in the district

No.	Date	From Whom	Subject
1	22 July	District Agriculture Office	Request for authorization on utilization of trees (cutting trees from forest)

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	07 July	District Office of Water & Sanitation	Monthly report on water and sanitation activities in district

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	05 July	District Civil Security Coordinator	Request for the Civil Security Office to move to the new building

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
1	13 July	PNTL squad chief Sub-District Liquiçá	Report on very important people
2	15 July	Sub-district Administration Liquica	Submission of data on damaged buildings owned by the government within the period of 1999 to 2010

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	02 July	National directorate of Local Administration	List of burnt houses in 1999

- **Main communication to other offices in the district**

No.	Date	To Whom	Subject
1	28 July	District sectoral offices, sub-District Administrators, Suco Chiefs, and President of Pastoral Council	Invitation to welcome Bishop in the district
2	28 July	Directors of the Companies and relevant Suco Chiefs	Invitation for pre-bid meeting on projects that will be executed in Sucos

- **Main communication to lower offices in the district**

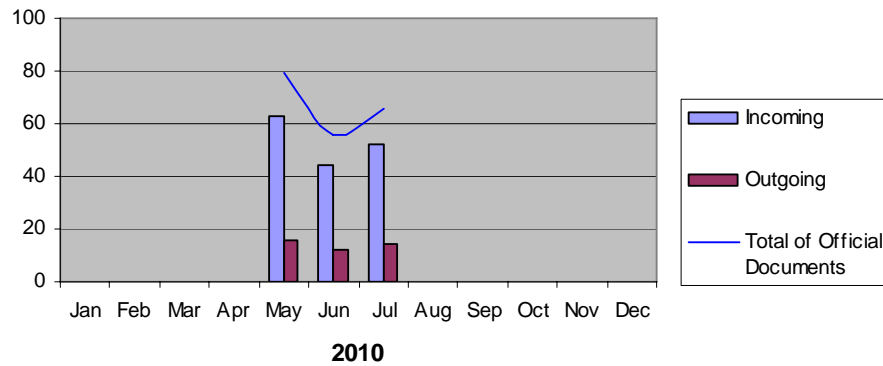
No.	Date	To Whom	Subject
1	14 July	Sub-district Administrators	Information about Tour de Timor

MANUFAHI

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	N/A	N/A	N/A	N/A	63	44	52							159
Outgoing	N/A	N/A	N/A	N/A	16	12	14							42
Total of Official Documents					79	56	66							201

Source: District Administration Office_31 July 2010

Official Documents Manufahi



Incoming

- **Main instructions from central offices in Dili**

No.	Date	From Whom	Subject
1	12 July	National Directorate for Support to Suco Administration, MSATM	Cancellation of administrative training for Suco Chiefs and their assistants
2	12 July	National Directorate for Local Administration	Meeting with the Secretary of State regarding Decentralized Development Package program.
3	15 July	Secretary of State for the Affairs of Former combatants of National Liberation, MSS	Second step for the candidacy of scholarship for the children of the veterans in district
4	21 July	Secretary of State for Vocational Training and Employment	Identification of damaged government buildings
5	22 July	National Directorate for Administration and Finance	Notice of payment of salaries being transferred in the bank.
6	28 July	National Directorate of Local Development and Territorial Planning, MSATM	Instruction on planning and development
7			
8	28 July	Office of Prime Minister	Circular (<i>subject is not disclosed</i>)

- **Main general information from central offices in Dili**

No.	Date	From Whom	Subject
1	12 July	National Directorate of Local Development and Territorial Planning, MSATM	Information regarding the TOT and PDS planning process.
2	12 July	National Directorate for Local Administration	Information regarding audio visual equipment.
3	29 July	Ministry of Health	Information regarding the assistance of using funeral car from Maubisse to Same.
4	29 July	Secretary of State for Natural Resources	Invitation to attend program

- **Main requests from other offices in the district**

No.	Date	From Whom	Subject
1	12 July	District Water and Sanitation	Use of government vehicle
2	12 July	District Water and Sanitation	Deployment of government staff to sub district.
3	29 July	District Forest Office	Survey report of teakwood in Suco Dotik

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	26 July	District Gender Focal Point	Information on gender mainstreaming program
2	26 July	Child Protection official	Information regarding rice distribution for disabled in every sub district.

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
1	14 July	Same sub-district Administration	Request to file Suco case against Babulo Suco Chief
2	20 July	Turiscail sub-district Administration	Propose for the water supply from Aldeia to public market

- **Main general information or reports from lower offices in the district**

No.	Date	From Whom	Subject
1	01 July	Turiscail sub-district Administration	Natural disaster report from flood and landslides affected Sucos
2	01 July	Same sub-district Administration	Attendance report of sub-district staff
3	01 July	Same sub-district Administration	Activity report of sub-district Same
4	07 July	Fatuberliu sub-district Administration	List of former Indonesian workers and military
5	07 July	Fatuberliu sub-district Administration	List of Suco and Aldeia chiefs
6	07 July	Fatuberliu sub-district Administration	Attendance report of sub-district staff
7	07 July	Turiscail sub-district Administration	Attendance report of sub-district staff
8	12 July	Turiscail sub-district Administration	List of former Indonesian workers
9	14 July	Same sub-district Administration	Disaster report of Sucos affected by flood and landslides
10	20 July	Suco Chief Clacuc, Fatuberliu	Report of livestock in Suco Clacuc

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	20 July	National Directorate for Local Administration, MSATM	List of former Indonesian workers in Turiscail and Fatuberliu
2	20 July	National Directorate to Support Suco Administration, MSATM	Urgent report of Same sub-district Administration regarding the case of Suco Chief of Suco Babulo
3	29 July	National Directorate for Local Administration, MSATM	List of former Indonesian workers in Same

- **Main communication to other offices in the district**

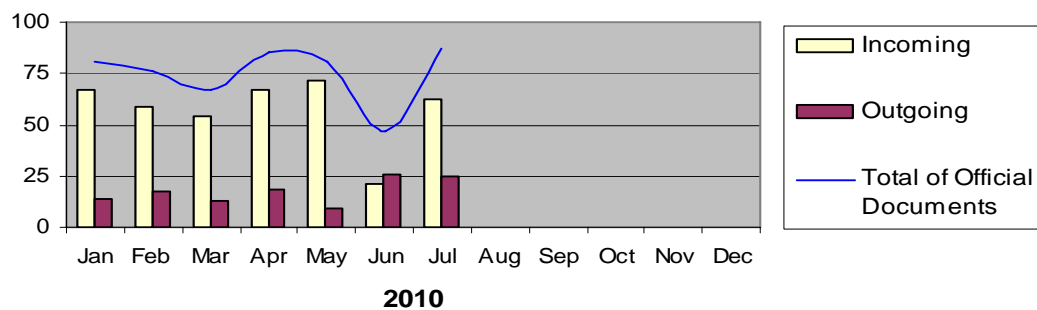
No.	Date	To Whom	Subject
1	19 July	Sub district Administrator	Orientation to wear official uniform
2	20 July	Sub district Administrator Turiscail, Fatuberliu and Alas	Request to submit Suco budget report
3	21 July	Sectoral offices, sub-district Administrations and Suco Chiefs	Invitation for meeting in District Administration
4	26 July	District School superintendent	Request to use of cobe house
5	27 July	District Sectoral Offices	Request to participate expo in Same on 10-15 Aug 2010
6	29 July	District Office of National statistics	Request for generator for official use

OECUSSE

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	67	59	54	67	72	21	62							402
Outgoing	14	17	13	18	9	26	25							122
Total of Official Documents	81	76	67	85	81	47	87							524

Source: District Administration Office_31 July 2010

Official Documents Oecusse



Incoming

- Main instructions from central offices in Dili

No.	Date	From Whom	Subject
1	26 July	Office of Prime Minister, Secretary of State for Vocational Training and Employment	Identification of government building that have been destroyed in district
2	26 July	Director General, Ministry of State Administration and Territorial Management	Instruction of working support
3	26 July	Director General, MSATM	Meeting with Minister of State Administration on Decentralized Development Package program

- Main general information from central offices in Dili

No.	Date	From Whom	Subject
1	19 Jul	National Directorate for Local Development and Territorial Planning	Meeting on finance issue and use of formats of Local Development Program; and to prepare quarterly financial reports (Q1 and Q2)
2	19 July	National Directorate for Local Development and Territorial Planning	Invitation to attend regular meeting for the second trimester of the fiscal year 2010
3	19 July	National Directorate for Local Development and Territorial Planning	Information on meeting with the Minister of State Administration on the program of Decentralized Development Package (DDP)
4	26 July	National Directorate for Support to Sucos Administration	Information on Suco finance report
5	26 July	National Directorate for Local Administration	Payment of monthly salary of civil servants for the month of July
6	28 July	National Directorate for Gender Policies and Development	Seminar of CEDAW on gender promotion and equality

- **Main requests from other offices in the district**

No.	Date	From Whom	Subject
1	20 July	Nitibe sub-District Administrator	Request for support to claim government property
2	27 July	District Office of Secretary of State for Promotion of Equality	Request District Administrator to be the speaker in the dialogue of CEDAW

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	08 July	Secretary of state for Oecusse Region	Official visit of the Prime Minister
2	19 July	District Public Works Department	Information on construction of road that links Beneba-Pune and Tulaika
3	20 July	District Department of Social Security	Information on the second phase of scholarship for the children of veterans

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	07 July	District Office of Technical Secretariat of Electoral Administration	Request for Equipment
2	29 July	District Education Department	Request for equipment
3	29 July	Suco Chief of Costa	Request for financial support to a household whose house was burnt

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	05 July	Minister of State Administration	Inform about the construction site of warehouse building
2	06 July	President of Civil Service Commission	Recruitment proposal for the positions of Local Governance Officer and Community Development officer
3	07 July	Secretary of State for Public Works	Request for rehabilitation of public road in district

- **Main communication to other offices in the district**

No.	Date	To Whom	Subject
1	27 July	District Police, Border Patrol Unit and sub-District Administrator	To attend workshop on human rights law

- **Main communication to lower offices in the district**

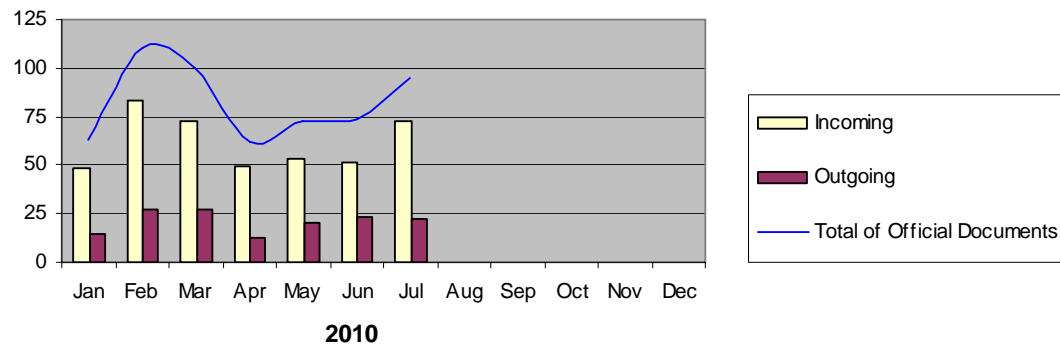
No.	Date	To Whom	Subject
1	06 July	Suco Chiefs and Suco Administrative Assistants	Invitation for training of Suco Development Plan
2	19 July	All Suco Chiefs	To welcome the students of National University in each Suco to work on their field study

VIQUEQUE

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	48	83	73	49	53	51	73							430
Outgoing	15	27	27	13	20	23	22							147
Total of Official Documents	63	110	100	62	73	74	95							577

Source: District Administration Office_31 July 2010

Official Documents Viqueque



Incoming

- Main instructions from central offices in Dili

No.	Date	From Whom	Subject
1	06 July	Office of Prime Ministry	National forum against corruption
2	12 July	National Parliament	Invitation (<i>subject not disclosed</i>)

- Main general information from central offices in Dili

No.	Date	From Whom	Subject
1	06 July	National Directorate of Local Development and Territorial Planning, MSATM	Information about training to implement program on Suco Development Plan
2	06 July	National Department for Management of State Property	Information about auction/disposal of government's used assets
3	07 July	National Directorate to Support Suco Administration, MSATM	Cancellation of training for Suco Chiefs and their Assistants
4	14 July	Ministry of Social Solidarity	Attribution of scholarship for veterans' children
5	14 July	National Directorate for Local Administration, MSATM	Arrangement of audiovisual equipment
6	14 July	National Directorate to Support Suco Administration, MSATM	Request to submit report on Suco budget
7	19 July	Secretary of State for Security	Request for land to build fire HQ and office of civil protection
8	26 July	National Directorate for Administration and Finance	Workshop on decentralization
9	27 July	Secretary of State for Natural Resources	Information on geological research in district

- **Main requests from other offices in the district**

No.	Date	From Whom	Subject
1	12 July	Uatolari cooperative	Invitation to attend cooperative program
	14 July	District Alola Foundation	Training on social responsibility and youth development

- **Main general information from other offices in the district**

No.	Date	From Whom	Subject
1	21 July	District Office of Water and Sanitation	District technical team of water sanitation

- **Main requests from lower offices in the district**

No.	Date	From Whom	Subject
1	05 July	Caraubalu Suco Chief	Report on case related to burning of house in Suco Caraubalu
2	07 July	Uaitame Suco Chief	Report on natural disaster in Sucos

Outgoing

- **Main communication to central offices in Dili**

No.	Date	To Whom	Subject
1	02 July	National Directorate for Local Administration	Report on ex. Indonesia civil servant

- **Main communication to other offices in the district**

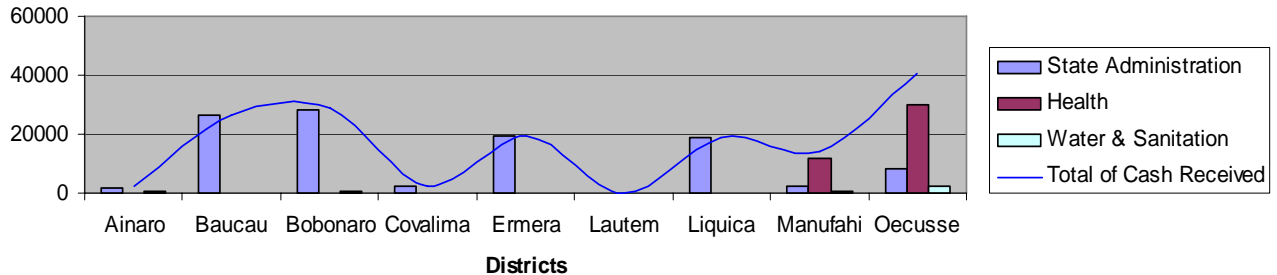
No.	Date	To Whom	Subject
1	03 July	District Disaster Management Committee	Report on natural disaster and affected families in Sucos

- **Main communication to lower offices in the district**

No.	Date	To Whom	Subject
1	20 July	All Sub-district Administrations	Instruction of work at sub-district and Suco level
2	21 July	Zara company	Information on construction contract of projects under Decentralized Development Package

District Finance

Comparison of Financial Cash for Goods and Services by District- July 2010



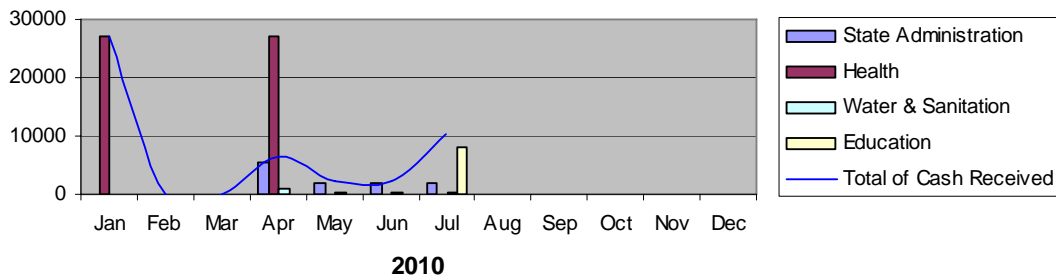
From January to July 2010, government offices in the districts received the following amounts of cash as Goods & Services budget:

AINARO

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar ⁵	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	N/A	N/A	N/A	5470	1823	1823	1823							10 939
Health	27000	0	0	27000	0	0	0							54 000
Water & Sanitation	N/A	N/A	N/A	1050	350	350	350							2 100
Education	N/A	N/A	N/A	N/A	N/A	N/A	8000 ⁶							8 000
Total of Cash Received				6 520	2 173	2 173	10173							75 039

Source: District Administration Office_ 31July 2010

**Cash Received for Goods & Services (US\$)
Ainaro**



⁵ The funds indicated covers the period of January-March 2010

⁶ Regional education office of Ainaro is receiving the petty cash allocation for 3 months period. The region covers three districts Aileu, Manufahi and Ainaro.

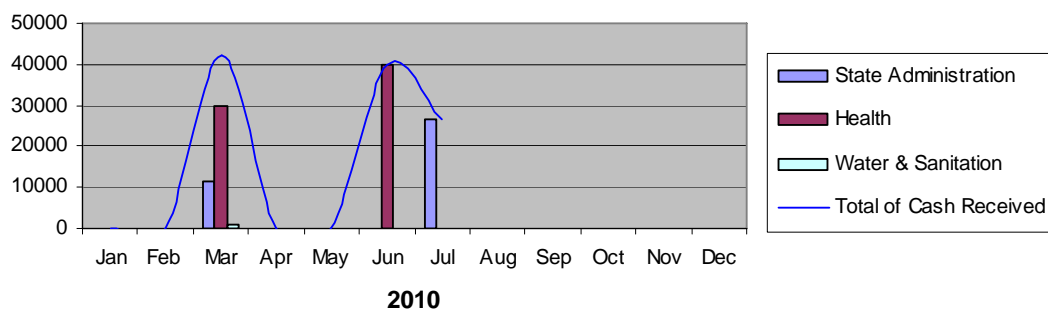
BAUCAU

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar ⁷	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	0	0	11 250	0	0	0	26 502							37 752
Health	0	0	30 000	0	0	40 000	N/A							70 000
Water & Sanitation	0	0	1 050	0	0	0	N/A							1 050
Total of Cash Received	0	0	42 300	0	0	40 000	26 502							108 802

Source: District Administration Office_31July 2010

Cash Received for Goods & Services (US\$)

Baucau



BOBONARO

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	0	0	28 320 ⁸	0	0	28 320	28 320							84 960
Health	0	30 000 ⁹	0	16 665 ¹⁰	0	0	0							46 665
Water & Sanitation	0	0	1 050 ¹¹	0	0	1 050	350							2 450
Education		0	10 000 ¹²	N/A	0	7 166	10 000							27 166
Total of Cash Received	0	30 000	29 370	16 665		36 536	38 670							161 240

Source: District Administration Office_31 July 2010

⁷ The funds indicated covers the period of January-March 2010

⁸ The funds for State Administration totaling US\$ 28,320 were received in March, for the period of January-March 2010.

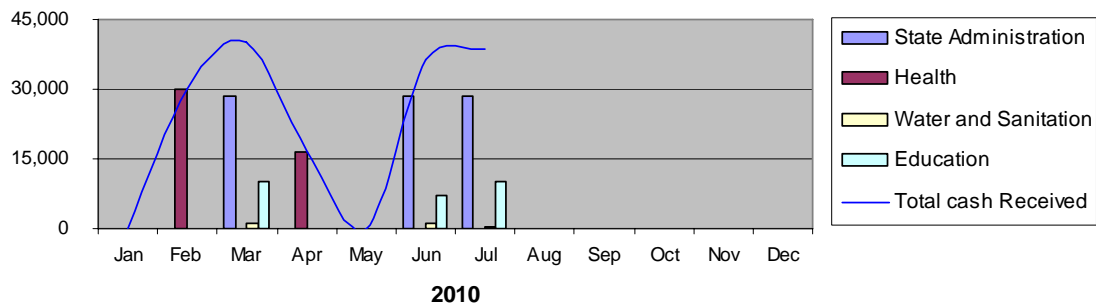
⁹ The funds for Health sector are for the period of January-March 2010

¹⁰ The funds for Health sector are for the period of April-June 2010

¹¹ The funds for Water and sanitation sector are for the period of January-March 2010

¹² The funds for Education totaling US\$ 10,000 were received in March, for the period of January-March 2010.

Cash Received for goods and Services (US\$)
Bobonaro

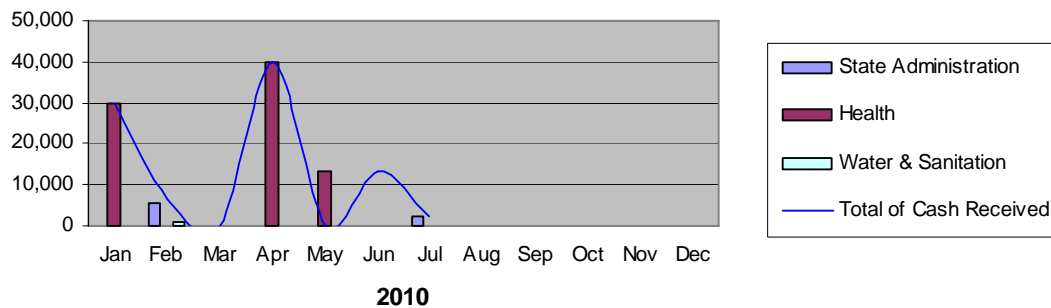


COVALIMA

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	0	5 314 ¹³	0	N/A	0	0	2 094							7 408
Health	30 000 ¹⁴	0	0	40 000 ¹⁵	13 333	13 333	0							96 666
Water & Sanitation	0	1 050	0	N/A	0	0	0							1 050
Total of Cash Received	30 000	6 364	0	40 000	13 333	13 333	2 094							105 124

Source: District Administration Office_31 July 2010

Cash received for Goods & Services (US\$)
Covalima



ERMERA

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan ¹⁶	Feb	Mar	Apr ¹⁷	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	0	0	0	5 350	0	0	19 664							25 014
Health	30 000	0	0	24 000	11 000	0	0							65 000
Water & Sanitation	1 050	0	0	0	0	3 000	0							4 050
Total of Cash Received	31 050	0	0	29 350	11 000	3 000	19 664							94 064

Source: District Administration Office_ 31 July 2010

¹³ The funds for State Administration sector are for the period of January-March 2010

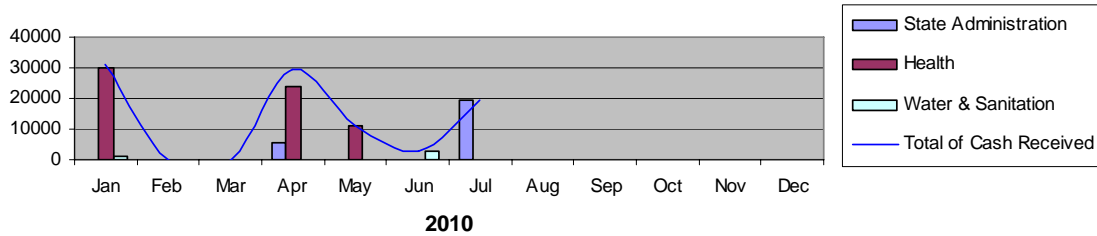
¹⁴ The funds for Health sector are for the period of January-March 2010

¹⁵ The funds for Health sector are for the period of April -June 2010

¹⁶ The funds indicated in January covers the period of January - March 2010.

¹⁷ The funds indicated in April covers the period of April - June 2010.

**Cash received for Goods & Services (US\$)
Ermera**



District Administration: In July 2010, the District Administration received second and third trimestral budget for 2010, with the total amount US\$19664. The budget was for April-June and July-September 2010. The first trimester budget January to March 2010 had the amount of US\$ 5350.

District Health: In July 2010, the District Health Department received total amount of USD 35000 for second trimester (January to June 2010). The district Health received partial budget which was USD 24000 in April 2010 and USD11000 in May 2010. For the trimester (July-Sept 2010) budget is still on process.

District Education: In July 2010, the District Education did not receive any additional budget for the next three months.

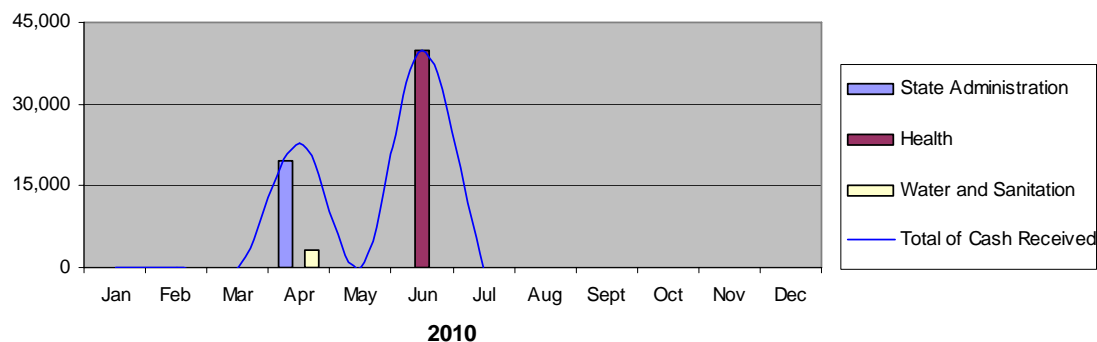
District Water and Sanitation: In July 2010, the District Water and Sanitation did not receive any additional budget.

LAUTEM

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	N/A	N/A	N/A	19 664 ¹⁸	0	0	0							19 664
Health	N/A	N/A	N/A	N/A	N/A	40 000	N/A							40 000
Water & Sanitation	N/A	N/A	N/A	3 150 ¹⁹	0	0	0							3 150
Total of Cash Received				22 814		40 000								62 814

Source: District Administration, Health and Water & Sanitation Offices_ 31 July 2010

Cash Received for Goods and Services (US\$) Lautem



¹⁸ This amount of US\$19664 is for 6 months (Apr-Sept 2010)

¹⁹ This amount US\$3150 is for 9 months (Apr-Dec 2010)

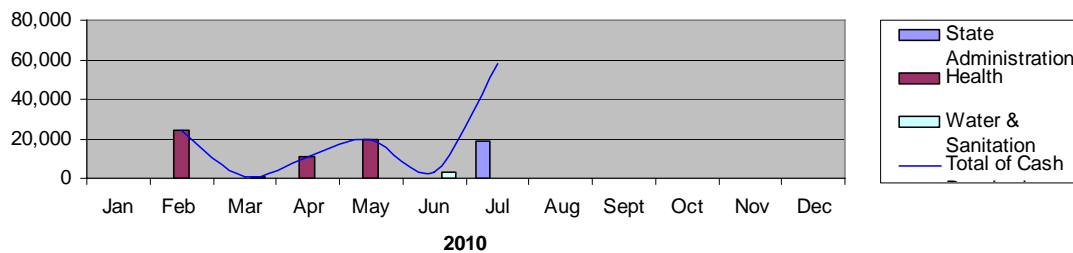
LIQUICA

Cash Received for Goods & Services (US\$)	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
State Administration ²⁰	0	0	0	0	0	0	18 668**						18 668
Health	0	24 000 ²¹	0	10 715 ²²	19 284 ²³	0	0						53 999
Water & Sanitation	0	0	1 050 ²⁴	0	0	3 150*	0						4 200
Total of Cash Received	0	24 000	1 050	10 715	19 284	3 150	18 668						76 867

Source: District Administration Office_ 31 July 2010

- ²⁰Includes 3 trimester payments (1.Apr, May, June; 2. Jul, Aug, Sep, and Oct, Nov, Dec 2010)
- ²²**Bulk payment received for second and third quarters which cover period from April to September 2010.

Cash received for Goods & Services (US\$)
Liquica

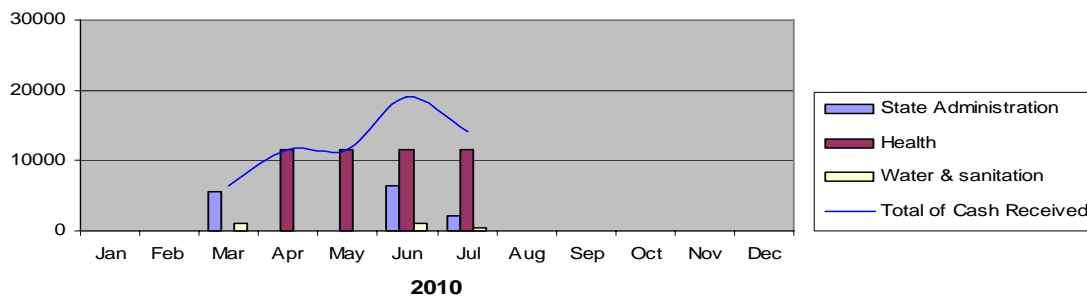


MANUFAHI

Cash Received for Goods & Services (US\$)	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
State Administration	N/A	N/A	5 470	0	0	6 437	2 145						14 052
Health	N/A	N/A	0	11 666	11 667	11 667	11 666						46 666
Water & sanitation	N/A	N/A	1 050	0	0	1 050	350						2 450
Total of Cash Received			6 520	11 666	11 666	19 154	14 161						63 167

Source: District Administration Office_ 31 July 2010

Cash Received for Goods and Services (US\$)
Manufahi



²⁰ According to the District Administration Office, Liquica do not have budget for Goods & Services provided for District Administration.

²¹ According to the District Department of Health, funds for Goods & Services are provided for a 3 months period to cover the needs of the District Health Department.

²² The funds for Health sector are the 1st payment for the period of April-June 2010.

²³ The funds for Health sector are the 2nd and final payment for the period of April-June 2010.

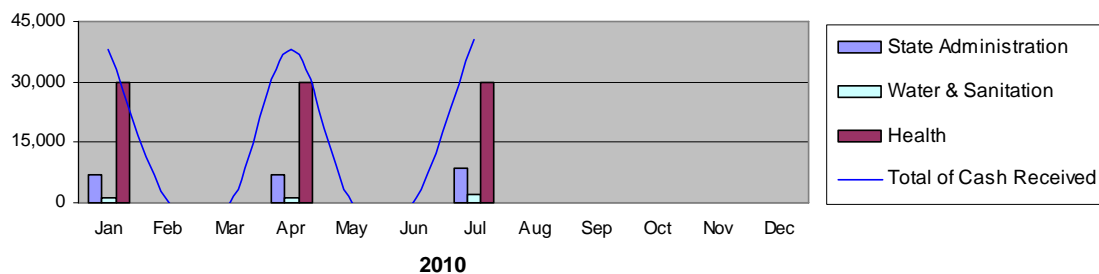
²⁴ The funds for Water and sanitation sector are for the period of January-March 2010.

OECUSSE

Cash Received for Goods & Services (US\$)	2010											Total	
	Jan ²⁵	Feb	Mar	Apr ²⁶	May	Jun	Jul	Aug	Sep	Oct	Nov		Dec
State Administration	7 095	0	0	7 095	0	0	8 395 ²⁷						22 585
Health	30 000	0	0	30 000	0	0	30 000 ²⁸						90 000
Water & Sanitation	1 050	0	0	1 050	0	0	2 100 ²⁹						4 200
Total of Cash Received	38 145	0	0	38 145	0	0	40 495						116 785

Source: District Administration Office_ 31 July 2010

Cash received for Goods & Services (US\$)
Oecusse



VIQUEQUE

Cash Received for Goods & Services (US\$)	2010											Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		Dec
State Administration	0	0	8 500 ³⁰	0	0	0	N/A						8 500
Health	30 000 ³¹	0	0	0	30 000 ³²	0	N/A						60 000
Water & Sanitation	N/A	N/A	N/A	N/A	N/A	N/A	N/A						
Total of Cash Received	30 000		8 500		30 000								68 500

Source: District Administration Office_ 31 July 2010

²⁵ The funds indicated in January covers the period of January-March 2010.

²⁶ The funds indicated in April covers the period of April-June 2010.

²⁷ This amount has not transferred to Oecusse District Administration till end of July 2010

²⁸ This amount is for Jul-Sep 2010

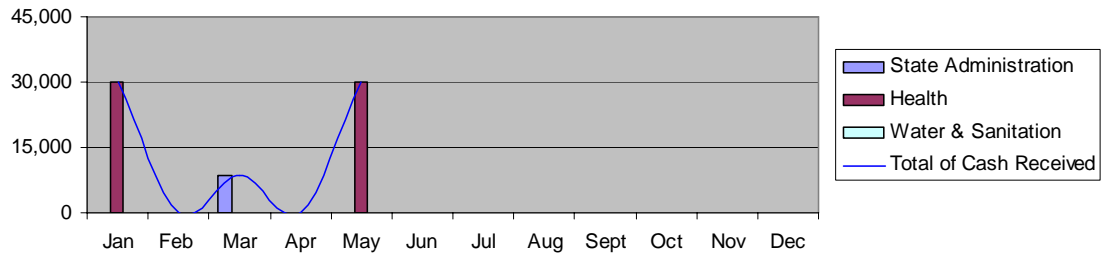
²⁹ This amount is for July to December 2010.

³⁰ The funds for state administration are for the period of January-March 2010.

³¹ The funds for health sector are for the period of January-March 2010.

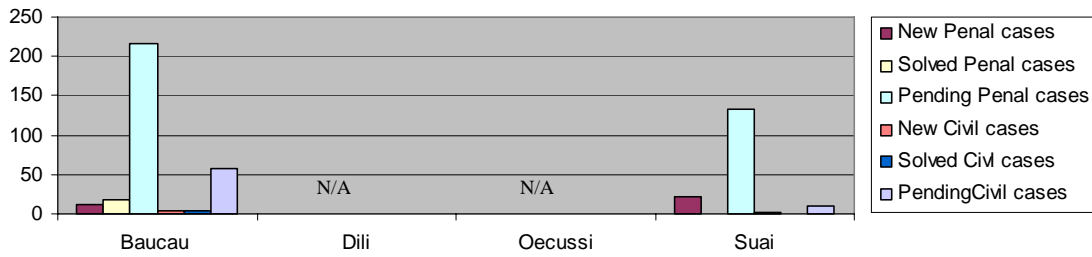
³² The funds for health sector are for the period of April-June 2010.

Cash received for Goods & Services (US\$) Viqueque



DISTRICT COURTS

Comparison of Penal and Civil Cases by District Courts- July 2010



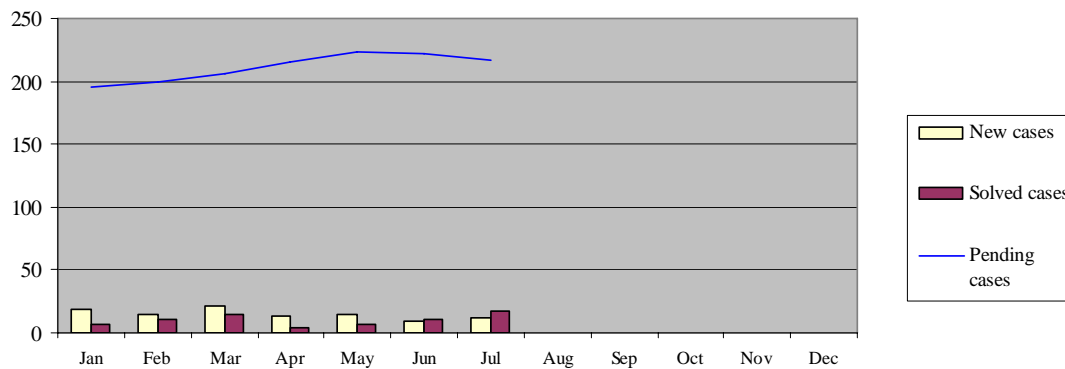
Up to the date of issuance of this report, the July 2010 figures of Dili and Oecusse were not available. Only Baucau and Suai data are shown above.

BAUCAU

Court of Baucau Penal Cases	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Carried-over cases	183	195	200	206	215	224	222							
New cases	18	15	21	13	15	9	12							103
Solved cases	6	10	15	4	6	11	17							69
Pending cases	195	200	206	215	224	222	217							

Source: Secretariat of the District Court of Baucau up to _ 31 July 2010

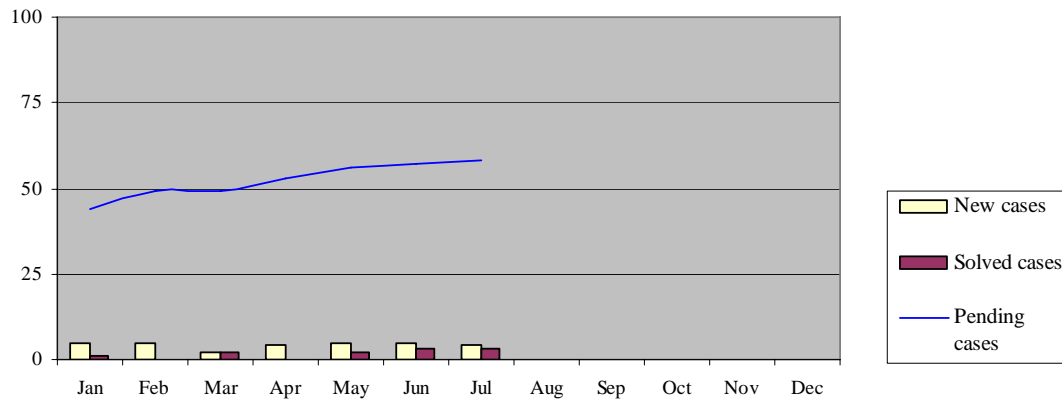
Penal Cases at the District Court of Baucau



Court of Baucau Civil Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	40	44	49	49	53	56	57						
New cases	5	5	2	4	5	5	4						30
Solved cases	1	0	2	0	2	3	3						11
Pending cases	44	49	49	53	56	57	58						

Source: Secretariat of the District Court of Baucau up to 31 July 2010

Civil Cases at the District Court of Baucau



Dili District Court: Up to the date of issuance of this report, the January to July 2010 figures were not available. They will be included once it is officially provided by the Institution.

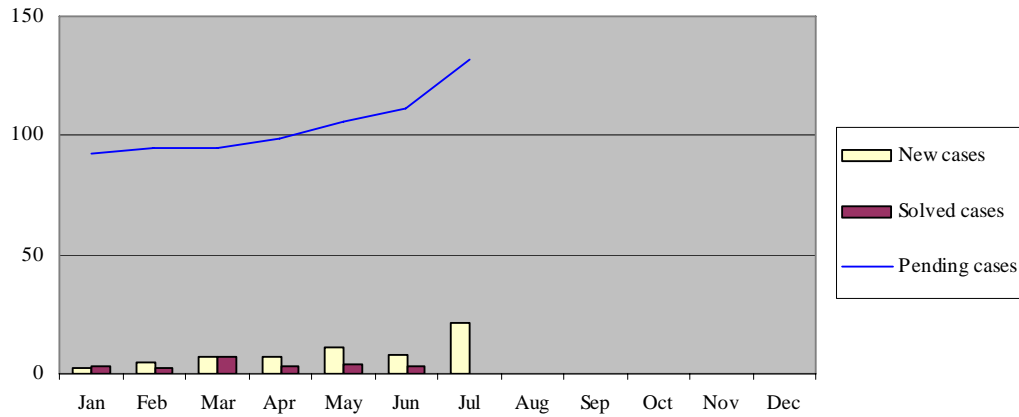
COVALIMA (SUAI)

From January to July 2010, the Court of Suai processed the following penal and civil cases.

Court of Suai Penal Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	93	92	95	95	99	106	111						
New cases	2	5	7	7	11	8	21						61
Solved cases	3	2	7	3	4	3	0						22
Pending cases	92	95	95	99	106	111	132						

Source: Secretariat of the District Court of Suai up to 31 July 2010

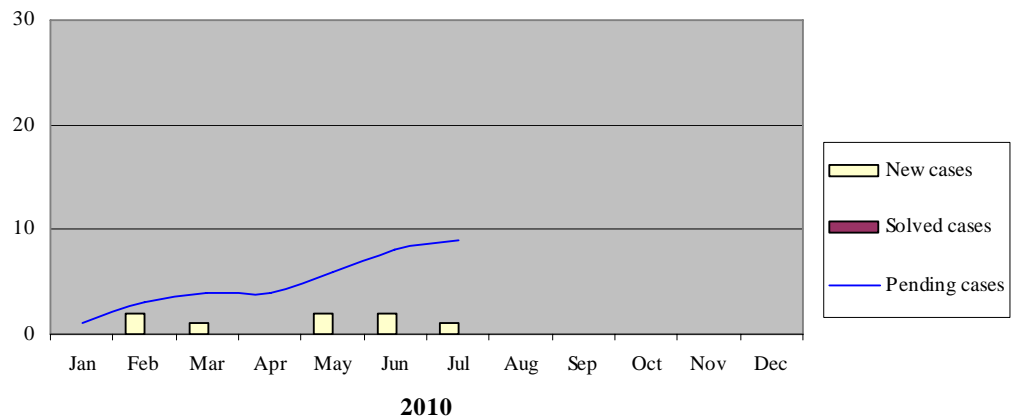
Penal Cases at the District Court of Suai



Court of Suai Civil Cases	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Carried-over cases	1	1	3	4	4	6	8							
New cases	0	2	1	0	2	2	1							8
Solved cases	0	0	0	0	0	0	0							0
Pending cases	1	3	4	4	6	8	9							

Source: Secretariat of the District Court of Suai up to_ 31 July 2010

Civil Cases at the District Court of Suai



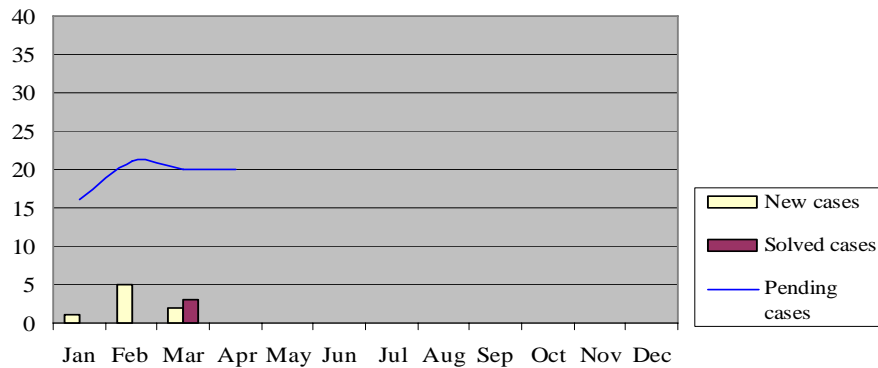
OECUSSE

Up to the date of issuance of this report, the Jun-July 2010 figures were not available. They will be included once it is officially provided by the Institution.

Court of Oecusse Penal Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	15	16	21	20	20	N/A	N/A						
New cases	1	5	2	0	N/A	N/A	N/A						8
Solved cases	0	0	3	0	N/A	N/A	N/A						3
Pending cases	16	21	20	20									

Source: Secretariat of the District Court of Oecusse up to_31 July 2010

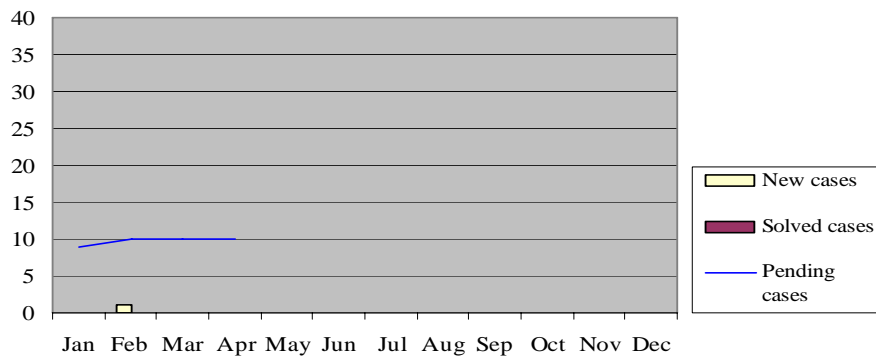
Penal Cases at the District Court of Oecusse



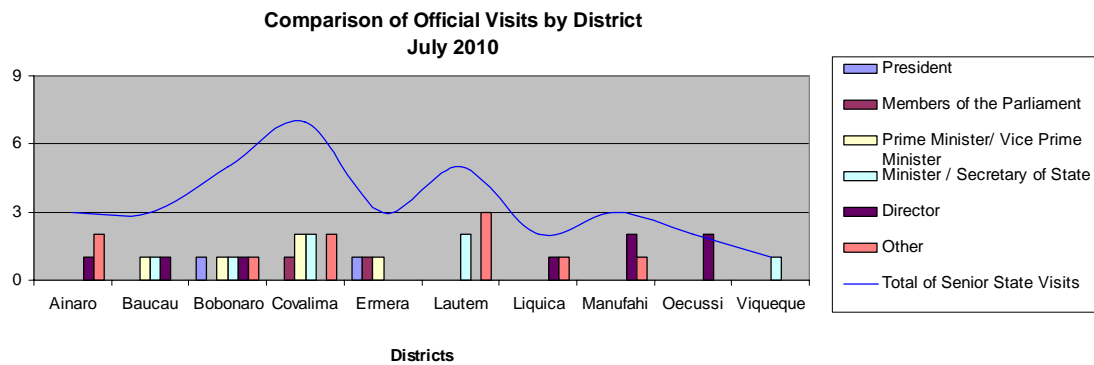
Court of Oecusse Civil Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	9	9	10	10	10	N/A	N/A						
New cases	0	1	0	0	N/A	N/A	N/A						1
Solved cases	0	0	0	0	N/A	N/A	N/A						0
Pending cases	9	10	10	10									

Source: Secretariat of the District Court of Oecusse up to_31 July 2010

Civil Cases at the District Court of Oecusse



SENIOR STATE OFFICIALS' VISITS

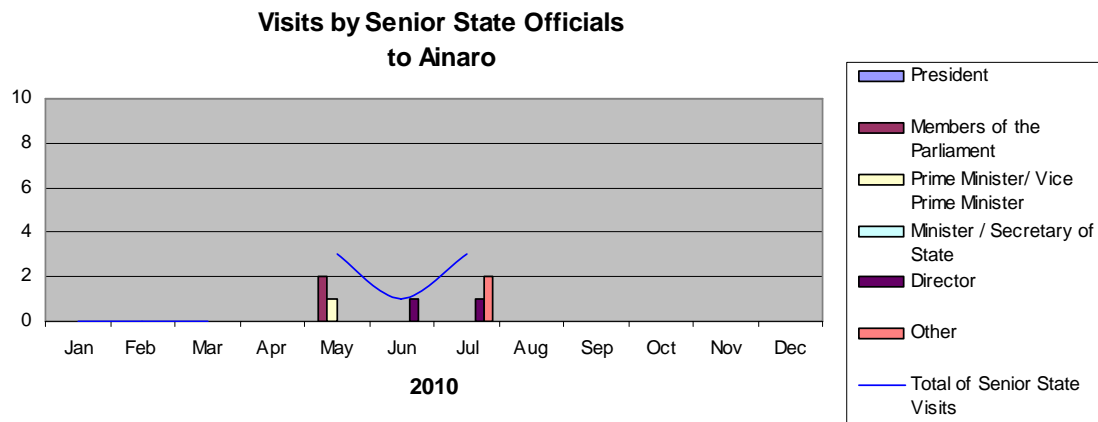


Senior state official visits from Dili to the Districts for January to July 2010 are detailed as follow. In this section, the visit is detailed by the head of the delegation visit.³³

AINARO

Number of Visits of Senior State Officials to Baucau by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	N/A	N/A	N/A	N/A	0	0	0							
Members of the Parliament	N/A	N/A	N/A	N/A	2	0	0							
Prime Minister/ Vice Prime Minister	N/A	N/A	N/A	N/A	1	0	0							
Minister/ Secretary of State	N/A	N/A	N/A	N/A	0	0	0							
Director	N/A	N/A	N/A	N/A	0	1	1							
Other	N/A	N/A	N/A	N/A	0	0	2							
Total of Senior State Visits					3	1	3							

Source: District Administration Office_ 31 July 2010



³³ Methodology: This section is related to the senior state official visits. Only the head of the delegation will be counted by number of visits. Eg.: If the President of the Republic visit one district one time in the month, it is considered "1", if two visits, is considered "2" and so. However, if X number of Members of Parliament, or Y number of Ministers, Secretary of States or Directors are also part of the Delegation, they will not be considered as they are not leading the visit.

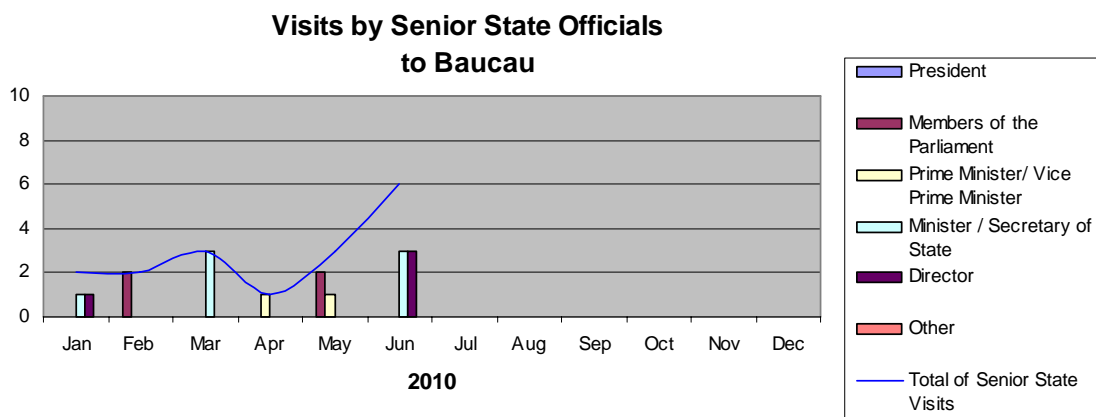
July 2010

1. On 19 July 2010, representative of Australian Embassy visited District Administration and handed over volleyball court project and sports equipment to Suco Cassa of Ainaro sub-district. An event was organized jointly by the sub-district, local NGO Hametin Ita Rai and Friends of Balarat Teachers.
2. On 20 July 2010, the national technical team from Ministry of State Administration and Territorial Management visited District Administration and organized meeting with district joint team and selected contractors. The contractors will execute 21 projects at sub-districts under Decentralized Development Package 2010.
3. On 24 July 2010, Director of Local Development and Territorial Planning visited District Administration and attended the closing of 4-days training program on Suco Development Plan.

BAUCAU

Number of Visits of Senior State Officials to Baucau by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	0	0	0	0	0	0	0							0
Members of the Parliament	0	2	0	0	2	0	0							4
Prime Minister/ Vice Prime Minister	0	0	0	1	1	0	1							3
Minister/ Secretary of State	1	0	3	0	0	3	1							8
Director	1	0	0	0	0	3	1							5
Other	0	0	0	0	0	0	0							0
Total of Senior State Visits	2	2	3	1	3	6	3							20

Source: District Administration Office_ 31 July 2010



July 2010

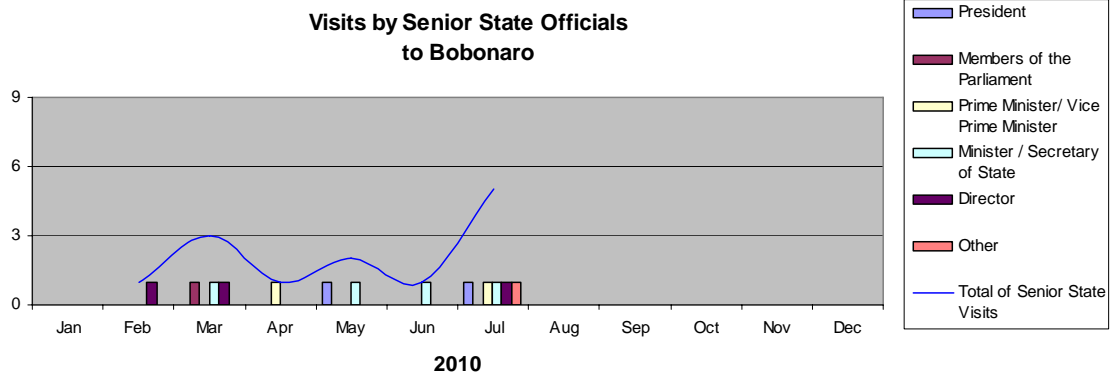
1. On 08-09 July 2010, Prime Minister visited District Administration and attended signing ceremony of contract under Decentralized Development Package.

- In July 2010, Secretary of State for the Affairs of Former Combatants of National Liberation visited district and instructed the district officials to provide the accurate data of veterans in the district (CEVD).
- In July 2010, Director of Local Development and Territorial Planning visited District Administration to provide instructions to the district joint team on implementation of projects under Decentralized Development package.

BOBONARO

Number of Visits of Senior State Officials to Bobonaro by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	NA	0	0	0	1	0	1							2
Members of the Parliament	NA	0	1	0	0	0	0							1
Prime Minister/ Vice Prime Minister	NA	0	0	1	0	0	1							2
Minister/ Secretary of State	NA	0	1	0	1	1	1							4
Director	NA	1	1	0	0	0	1							3
Other	NA	0	0	0	0	0	1							1
Total of Senior State Visits		1	3	1	2	1	5							13

Source: District Administration Office_ 31 July 2010



July 2010

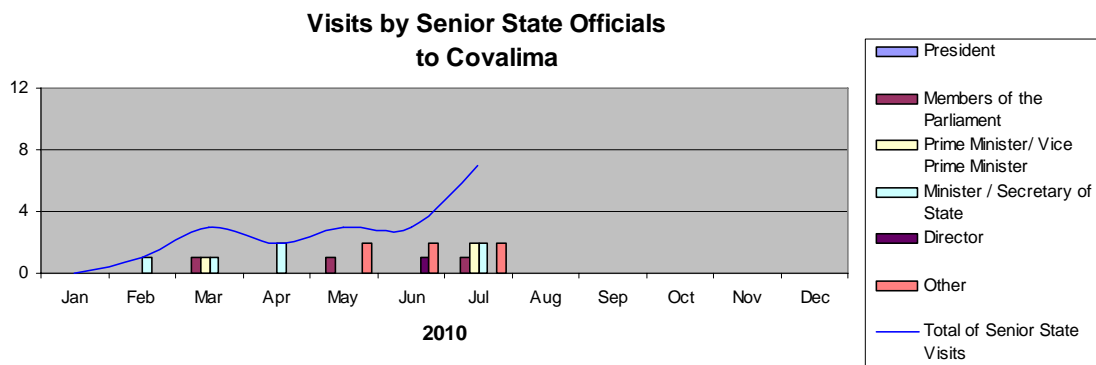
- On 16 July 2010, Minister of Finance (MoF) Ms. Emilia Pires and the Ambassador of Japan H.E. Iwao Kitharo jointly inaugurated newly installed x-ray machine in the Custom Office at Batu-Gede, Balibo sub district in Bobonaro. The Minister was accompanied by Vice-Minister, Mr. Rui Hanjam and Director General of Custom Office Mr. Cancio de Oliveira. The x-ray machine has been donated by the government of Japan.
- On 16 July 2010, Director of National Directorate for Local Administration visited Bobonaro to assist district integration team of Decentralized Development Package in classifying the local construction companies into A, B, C, and D type.

3. From 24 to 29 July 2010, Prime Minister visited all six sub districts of Bobonaro. Objective of the visit was to conduct community consultations on National Development Strategic Planning (NDSP).
4. On 21 July 2010, Ambassador of Timor Leste for Indonesia Mr. Jose Amarin Dias accompany by Director General of Customs Mr. Cancio de Oliveira visited Mota Ain, Batu-Gede. Objective of the visit was to conduct a coordination meeting with sub district administrators, suco chiefs, community key persons, staff of Custom and Immigration Office, UPF and official representatives from Indonesia. The meeting decided to make necessary arrangements for the inauguration of Boarder Crossing Pass.
5. On 28 July 2010, President of Republic inaugurated the launching ceremony of Border Crossing Pass at Mota Ain, Batu-Gade in Balibo. UNMIT SRSG Ameerah Haq, Minister of Foreign Affairs Zacarias, Minister of State Administration and Territorial Management Arcangelo Leite and Minister of Economy and Development were also present while the President of Republic visited the Custom Office at Mota Ain.

COVALIMA

Number of Visits of Senior State Officials to Covalima by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	0	0	0	0	0	0	0							0
Members of the Parliament	0	0	1	0	1	0	1							3
Prime Minister/ Vice Prime Minister	0	0	1	0	0	0	2							3
Minister/ Secretary of State	0	1	1	2	0	0	2							6
Director	0	0	0	0	0	1	0							1
Other	0	0	0	0	2	2	2							6
Total of Senior State Visits	0	1	3	2	3	3	7							19

Source: District Administration Office_ 31 July 2010



July 2010

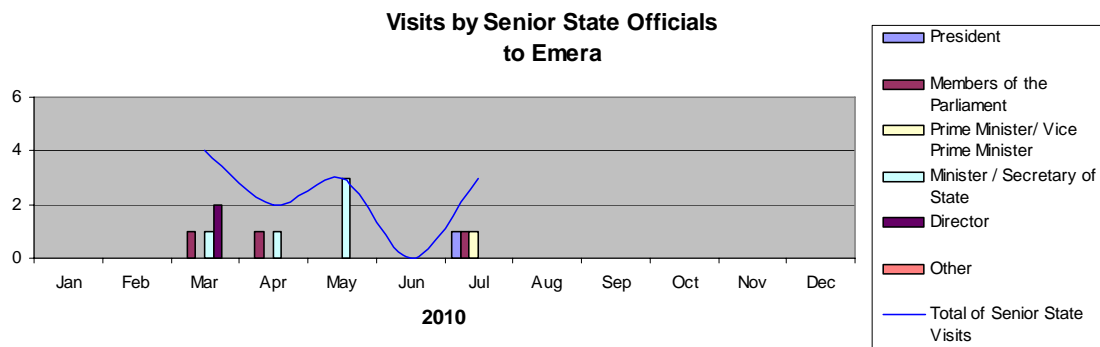
1. On 02 July 2010, Prosecutor General visited Suai and inaugurated office of district prosecutors.

2. On 17 July 2010, two members of National Parliament visited Covalima District and interacted with District Administrator on the issue of district development activities. Later they attended public consultation organized by Prime Minister in sub-districts in Covalima.
3. On 17 -24 July 2010, prime Minister visited Covalima district to attend community consultation on National Strategic Development Plan. On the same day Prime Minister and the Ambassador of Japan jointly laid the first foundation stone of the Mola bridge construction in Zumalai sub-District.
4. On 20 July 2010, Secretary of State for Agriculture and Arboriculture visited Covalima District and attended a ceremony where the Secretary of State distributed 28 hand tractors to the local farmers. The objectives of the program were to enable farmers to increase local productions and fight against hunger in the country.
5. On 22 July 2010, Prime Minister inaugurated 3 health centers at Sucos Beco, Suai, Salele and 1 health post at Suco Lalawa in Covalima district.
6. On 23 July 2010, Commander General of PNTL visited Covalima and withdrew police operational command at the boarder area in Covalima district.
7. On 28 July 2010, Secretary of State for Electricity, Water and Urban Planning and Secretary of State for Energy policy jointly inaugurated 3 electrical power supply stations at Tilomar, Fohorem and Zumalai sub-districts. The ceremony took place at Salele in Tilomar sub-district of Covalima.

ERMERA

Number of Visits of Senior State Officials to Ermera by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	N/A	N/A	0	0	0	N/A	1							1
Members of the Parliament	N/A	N/A	1	1	0	N/A	1							3
Prime Minister/ Vice Prime Minister	N/A	N/A	0	0	0	N/A	1							1
Minister/ Secretary of State	N/A	N/A	1	1	3	N/A	0							5
Director	N/A	N/A	2	0	0	N/A	0							2
Other/Commissioners	N/A	N/A	0	0	0	N/A	0							0
Total of Senior State Visits	N/A	N/A	4	2	3		3							12

Source: District Administration Office_ 31 July 2010



July 2010

1. From 12-16 July 2010, Prime Minister visited Ermera district for community consultations on National Strategic Development Plan.

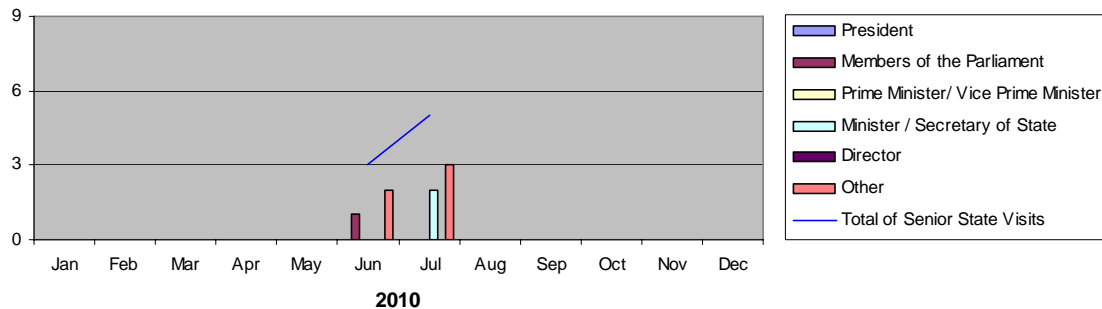
2. On 29 July 2010, the President Republic visited Ermera district to attend interaction program organized by the Priest of Gleno Church. The program was focused on to maintain peace and harmony in the society by avoiding conflicts through martial arts groups in district.
3. On 03 July 2010, Women Parliamentary Group Timor-Leste (GMPTL) organized a workshop on maternity health, family planning and sex education. The conference was attended by 75 participants including two women members from the National Parliament. Other participants were staff of district sectoral offices, school teachers, students and representatives from Church, women groups and local NGOs in Gleno.

LAUTEM

Number of Visits of Senior State Officials to Lautem by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	N/A	N/A	N/A	N/A	N/A	0	0							0
Members of the Parliament	N/A	N/A	N/A	N/A	N/A	1	0							1
Prime Minister/ Vice Prime Minister	N/A	N/A	N/A	N/A	N/A	0	0							0
Minister/ Secretary of State	N/A	N/A	N/A	N/A	N/A	0	2							2
Director	N/A	N/A	N/A	N/A	N/A	0								0
Other/Commissioners	N/A	N/A	N/A	N/A	N/A	2	3							5
Total of Senior State Visits						3	5							8

Source: District Administration Office 31 July 2010

**Visits by Senior State officials
to Lautem**



July 2010

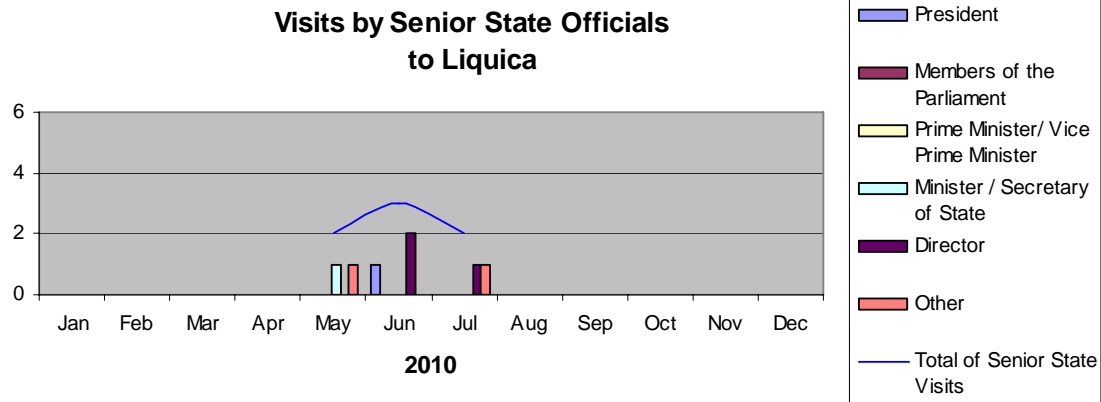
1. From 20-22 July 2010, National Joint Team from the Directorate of Local Development and Territorial Planning, MSATM visited District Administration Office in connection to 3-day training on Suco Development Planning (SDP). This training of trainers was organized in STAE hall.
2. From 26-31 July 2010, National Joint Team from the Directorate of Local Development and Territorial Planning, MSATM visited district to monitor SDP activities in all sub-districts in Lautem. The team also visited some Sucos.
3. On 31 July 2010, Minister of Development Joao Goncalves visited Lautem to attend the swearing ceremony of the president of Chamber of Commerce and Industry (CCI).

4. On 23 July 2010, Secretary of State for Youth and Sports, Miguel Manetelu visited Lautem to open sports tournament of UNILAU Cup that started on 23 July 2010 and would end on 05 August 2010.
5. On 20 July 2010, National Joint Team of Health visited district Health Service for monitoring and evaluation assessment of the previous month.

LIQUICA

Number of Visits of Senior State Officials to Liquica by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	N/A	N/A	N/A	N/A	0	1	0							1
Members of the Parliament	N/A	N/A	N/A	N/A	0	0	0							0
Prime Minister/ Vice Prime Minister	N/A	N/A	N/A	N/A	0	0	0							0
Minister/Secretary of State	N/A	N/A	N/A	N/A	1	0	0							1
Director	N/A	N/A	N/A	N/A	0	2	1							3
Other	N/A	N/A	N/A	N/A	1	0	1							2
Total of Senior State Visits					2	3	2							7

Source: District Administration Office_ 31 July 2010



July 2010

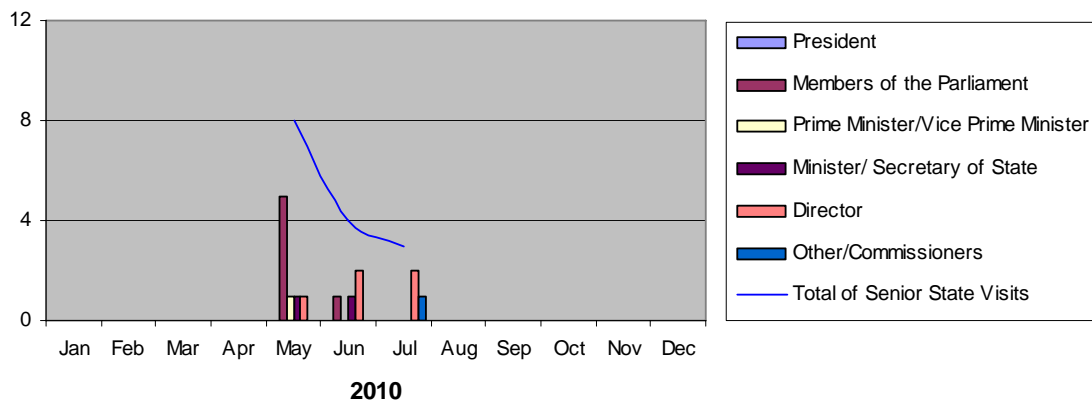
1. On 27 July 2010, national task force team of Decentralized Development Package (DDP) visited District Administration to find out claims filed by the local companies that did not get construction contracts to execute local projects under DDP.
2. On 30 July 2010, technical assistance team from Ministry of Health, Ministry of Infrastructure and Secretary of State for Public Works visited District Administration and organized a pre-bid meeting with the local companies that are selected to execute local projects under Decentralized Development Package.

MANUFAHI

Visits by Senior State Officials to Manufahi	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	N/A	N/A	N/A	N/A	0	0	0							0
Members of the Parliament	N/A	N/A	N/A	N/A	5	1	0							6
Prime Minister/ Vice Prime Minister	N/A	N/A	N/A	N/A	1	0	0							1
Minister/ Secretary of State	N/A	N/A	N/A	N/A	1	1	0							2
Director	N/A	N/A	N/A	N/A	1	2	2							5
Other/Commissioners	N/A	N/A	N/A	N/A	0	0	1							1
Total of Senior State Visits					8	4	3							15

Source: District Administration Office_ 31 July 2010

Visits by Senior State officials to Manufahi



July 2010

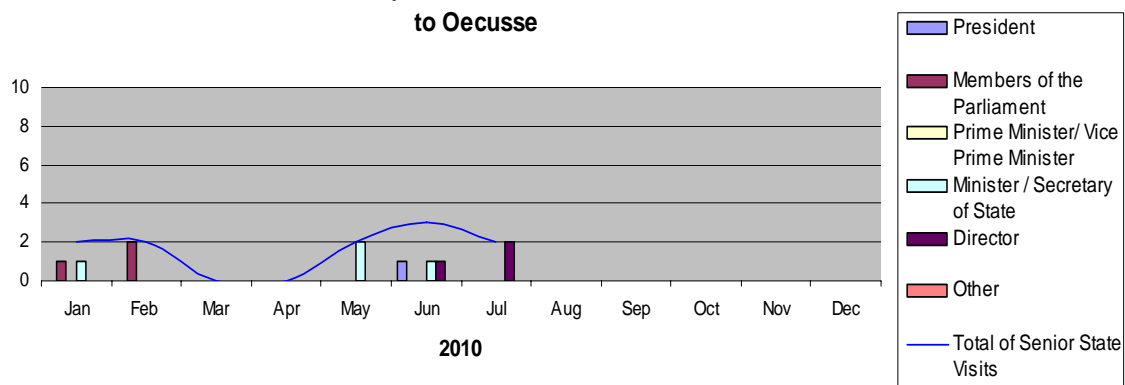
1. On July 05 2010, National Director of Local Development and Territorial Planning visited District Administration and organized a consultative meeting with district joint team and local contractors that have been selected to execute sub-district level projects under Decentralized Development Package.
2. On July 20 2010, a religious leader Monsignor Leopoldo Girelli (ambassador of Papal Nuncio) visited Menorah district. About 1000 local inhabitants lined up along the street of Same to welcome the religious leader and later they joined in the high mass.
3. On July 22 2010, Director General of Ministry of Tourism, Trade and Industry and the Inspector of Food and Economic Inspection visited District Administration and interacted with local community on food issue at sub-district Fatuberliu in Manufahi.

OECUSSE

Number of Visits of Senior State Officials to Oecusse	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	0	0	N/A	N/A	0	1	0							1
Members of the Parliament	1	2	N/A	N/A	0	0	0							3
Prime Minister/ Vice Prime Minister	0	0	N/A	N/A	0	0	0							0
Minister/ Secretary of State	1	0	N/A	N/A	2	1	0							4
Director	0	0	N/A	N/A	0	1	2							3
Other	0	0	N/A	N/A	0	0	0							0
Total of Senior State Visits	2	2			2	3	2							11

Source: District Administration Office_ 31 July 2010

Visits by Senior State Officials to Oecusse



July 2010

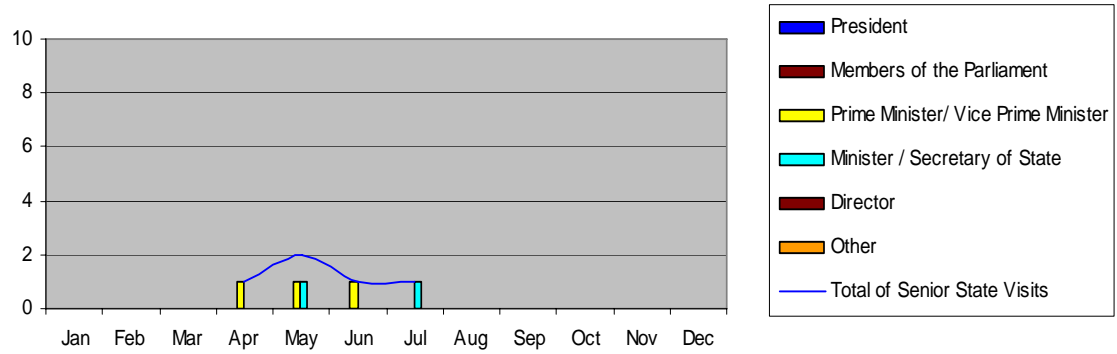
1. On 22 July 2010, Director of National Directorate of Land and Property and Cadastre Services, Jaime Xavier Lopes visited district Land and Property Office. The Director participated in the workshop organized by Ministry of Justice in the district.
2. On 22 July 2010, Director of National Directorate for Registry and Notary Services Mario Ximenes visited the Regional Court and get information on civil cases. The Director participated in the workshop organized by Ministry of Justice on human rights law. The Director highlighted human rights in the civil cases that are filed in the court.

VIQUEQUE

Number of Visits of Senior State Officials to Viqueque by Head of the Delegation	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
President	N/A	N/A	N/A	0	0	0	0							0
Members of the Parliament	N/A	N/A	N/A	0	0	0	0							0
Prime Minister/ Vice Prime Minister	N/A	N/A	N/A	1	1	1	0							3
Minister/ Secretary of State	N/A	N/A	N/A	0	1	0	1							2
Director	N/A	N/A	N/A	0	0	0	0							0
Other	N/A	N/A	N/A	0	0	0	0							0
Total of Senior State Visits				1	2	1	1							5

Source: District Administration Office_ 31 July 2010

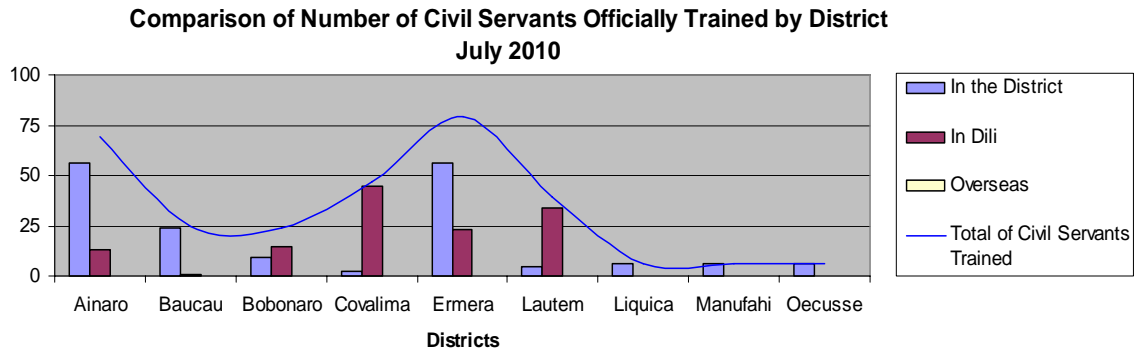
Visits by Senior State Officials to Viqueque



July 2010

1. On 04 July 2010, Vice-Ministry of Social Solidarity visited Viqueque and observed the losses caused by floods after heavy rain fall in the district.

TRAINING OF CIVIL SERVANTS



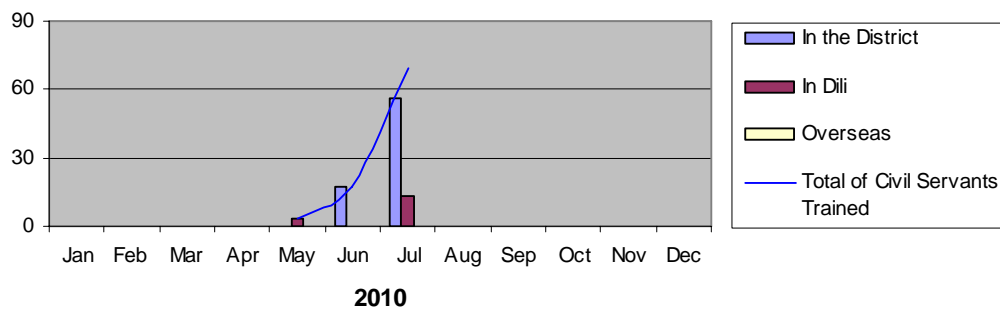
The number of Civil Servants trained in the districts from January to July 2010 is detailed as follows:

AINARO

Number of Civil Servants from Baucau Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	N/A	N/A	N/A	N/A	0	17	56							73
In Dili	N/A	N/A	N/A	N/A	3	0	13							16
Overseas	N/A	N/A	N/A	N/A	0	0	0							0
Total of Civil Servants Trained					3	17	69							89

Source: District Administration Office_ 31 July 2010

Number of Civil Servants from Ainaro Trained



July 2010

1. On 14-16 July 2010, the Ministry of Education trained 5 education officers from the district on skill updating related to education inspection in schools, auditing, and pedagogic investigation in Dili.

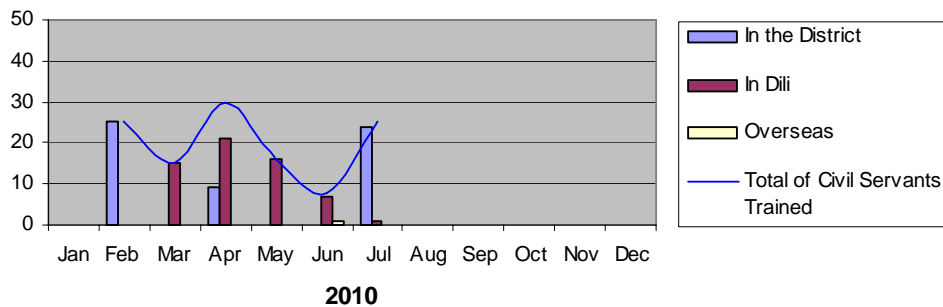
2. On 19-22 July 2010, District Health Office with the technical support from the Ministry trained 27 health staff on gender related behavior change and communication in the district. The staff upgraded their skill on how to share information with community and developed health guidelines.
3. On 30 July 2010, Ministry of State Administration and Territorial Management trained 6 administrative staff of Ainaro district on finance processing system and management of reports in Dili.
4. On 12- 31 July 2010, Secretary of State for Electricity, Water and Urban Planning trained 2 staff from district Water and Sanitation Office on operation techniques and water supply pipe line maintenance in Dili.
5. On 12 -16 July 2010, district PNTL Academy trained 25 PNTL officers on investigation, human rights, conduct and discipline, and administration for 5 days in district.
6. On 30 June-07 July 2010, a team from National Statistics Directorate trained 4 sub-district staff on population census in district. Although there were 35 technical people who were trained by the team are not indicated in the above table and graph because they are not civil servants.

BAUCAU

Number of Civil Servants from Baucau Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	N/A	25	0	9	0	0	24							58
In Dili	N/A	0	15	21	16	7	1							60
Overseas	N/A	0	0	0	0	1	0							1
Total of Civil Servants Trained		25	15	30	16	8	25							119

Source: District Administration Office_ 31 July 2010

Number of Civil Servants from Baucau Trained



July 2010

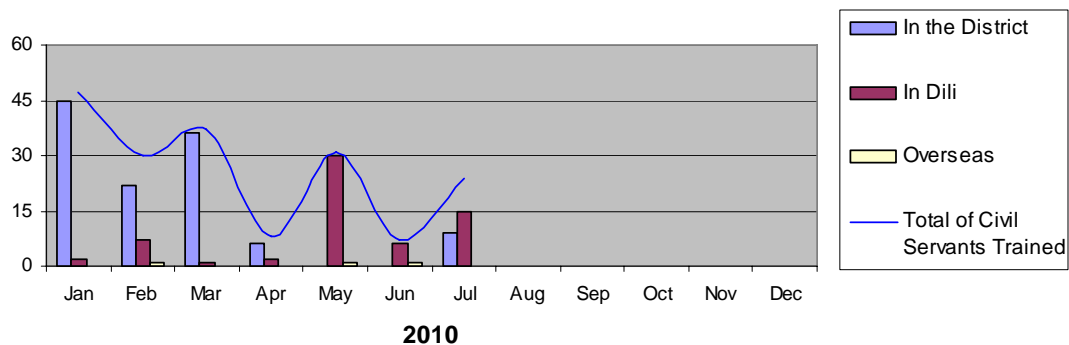
1. On 29-30 July 2010, District Deputy Administrator attended training on gender at CEDAW in Dili.
2. From 12 to 15 July 2010, twenty four technical staff from the district Health Office attended training on DTT-hygiene and sanitation in the district.

BOBONARO

Number of Civil Servants from Bobonaro Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	45	22	36	6	0	0	9							118
In Dili	2	7	1	2	30	6	15							63
Overseas	0	1	0	0	1	1	0							3
Total of Civil Servants Trained	47	30	37	8	31	7	24							184

Source: District Administration Office_31 July 2010

Number of Civil Servants from Bobonaro Trained



July 2010

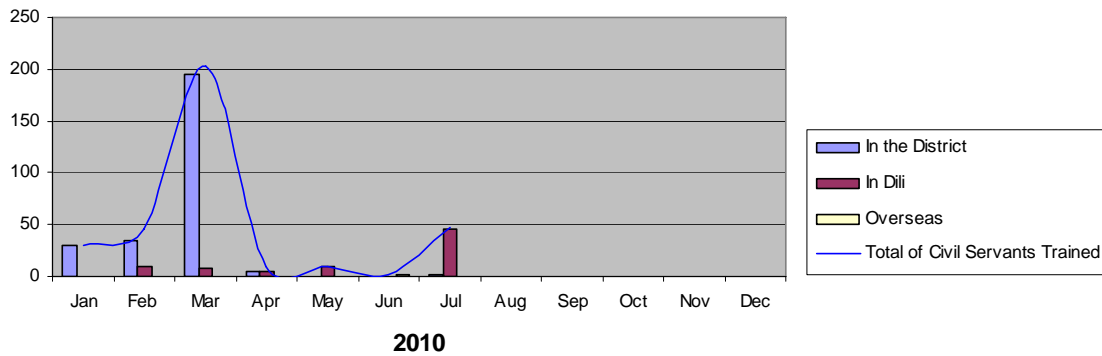
1. From 14 to 24 July 2010, nine teachers from Education Office attended nine days Training of Trainers (ToT) in Bobonaro.
2. From 12 to 30 July 2010, two staffs from Water and Sanitation Office attended three weeks training on technical group management facility in Dili. The training was conducted by INAP.
3. In July 2010, there was one month intensive training course on education for 13 teachers from district Education Office. The training was organized in Dili by Ministry of Education.

COVALIMA

Number of Civil Servants from Covalima Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	30	35	195	5	0	0	2							267
In Dili	0	10	8	5	9	0	45							77
Overseas	0	0	0	0	0	1	0							1
Total of Civil Servants Trained	30	45	203	10	9	1	47							345

Source: District Administration Office_31 July 2010

Number of Civil Servants from Covalima Trained



July 2010

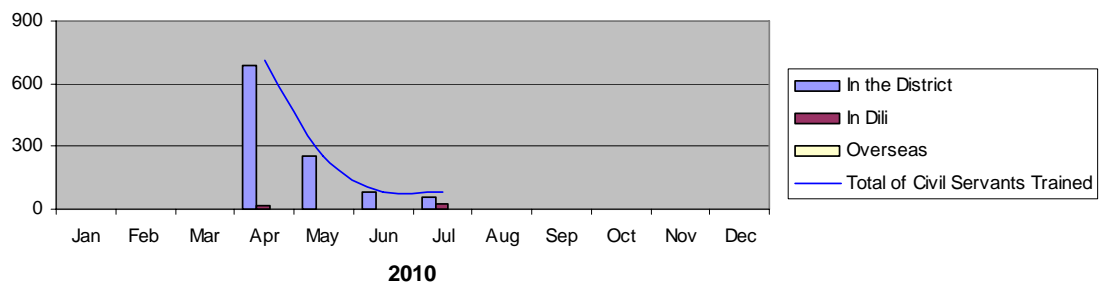
1. From 01-02 July 2010, Health Science Institute organized a training workshop on performance evaluation in Dili. 3 healthcare staff from district Health office attended the training program.
2. From 8-9 July 2010, two health staff of the district Tuberculosis Office were trained in Dili
3. On 16 July 2010, Ministry of Education organized a training program on education management information system in Covalima district. 2 education directors from Covalima were trained and update skill on data analysis.
4. From 27-28 July 2010, forty staff from district Health Office attended two days training on leadership and management in Dili.

ERMERA

Number of Civil Servants from Ermera Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	N/A	N/A	N/A	691	251	82	56							1080
In Dili	N/A	N/A	N/A	19	3	0	23							45
Overseas	N/A	N/A	N/A	0	1	2	0							3
Total of Civil Servants Trained				710	255	84	79							1128

Source: District Administration Office_ 31 July 2010

Number of Civil Servants from Ermera Trained



July 2010

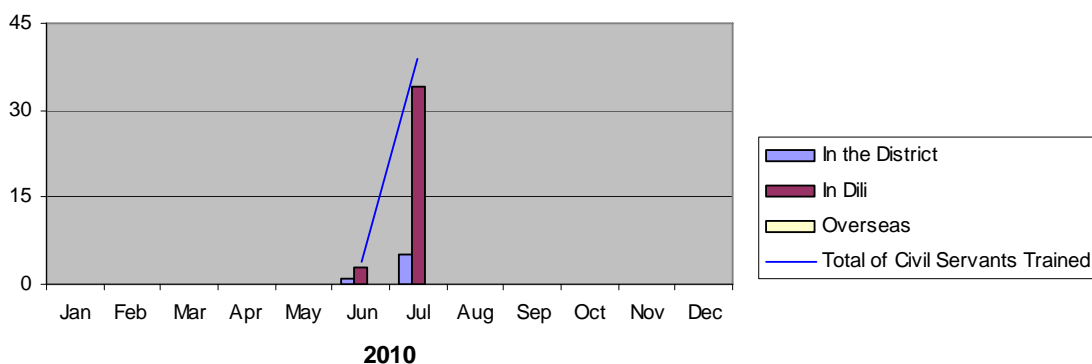
1. From 27-28 July 2010, a team from National Directorate for Local Development and Territorial Planning (MSATM) trained 6 district staff on finance management of funds under Local Development Programme and Decentralized Development Package. The trained staff were District Administrator, deputy-District Administrator, District Finance Officer, District Development Officer, Human Resource Officer, and Social Economic Officer.
2. From 05-19 July 2010, the National Institute of Teachers Formation (INFP) trained 42 teachers from district primary, pre-secondary and secondary schools at Balide in Dili. The training was focused on improvement of quality teaching in the subjects like science, social studies and language arts.
3. From 5-9 July 2010, the District Health Office conducted a training of trainers on health promotion in District Health Office. The participants were 25 health staff from Health Centre (CHC), District Health Promotion Office (DPHO), SIS members and nurses.
4. From 20-23 July 2010, a national NGO TAIS conducted training on statistic data analysis for district health staff in District Health Office. The training was attended by 25 staff from Health Clinic Centre, SIS members, District Promotion Health Officer and nurses.
5. From 07-30 July 2010, the Employment Formation Centre (EFC) trained 2 staff from District Water and Sanitation on clean water production at Tibar in Dili.

LAUTEM

Number of Civil Servants from Lautem Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	N/A	N/A	N/A	N/A	N/A	1	5							1
In Dili	N/A	N/A	N/A	N/A	N/A	3	34							3
Overseas	N/A	N/A	N/A	N/A	N/A	0	0							0
Total of Civil Servants Trained						4	39							43

Source: District Administration Office, _ 31 July 2010

Number of Civil Servants from Lautem Trained

**July 2010**

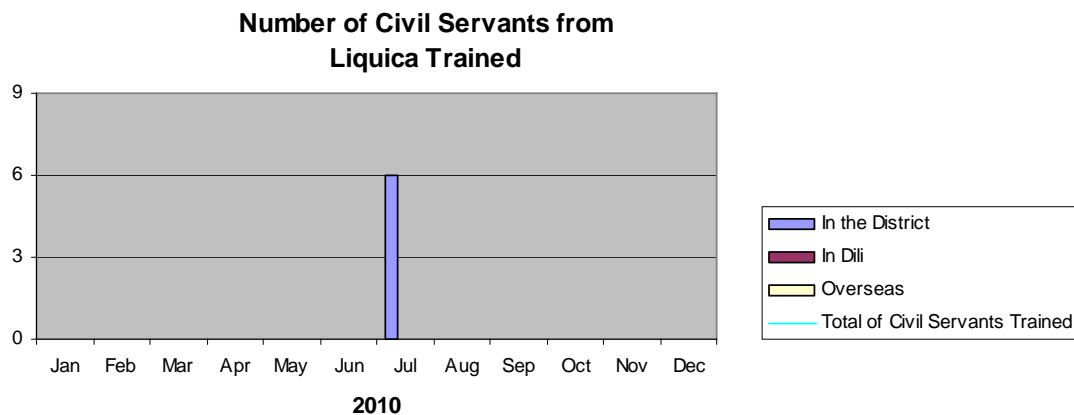
1. From 14-30 July 2010, two staff of district Water and Sanitation attended three weeks technical training in Tibar, Dili. The training was to build skill on leakage of water supply pipe line.

2. On July 2010, five staff from district Health Office attended one day seminar organized by Ministry of Health in Dili. The seminar was on sex education and reproductive health. The Parliamentary Women Group / Grupo Mulher Parlamentar also participated in the seminar.
3. From 14–24 July 2010, twenty three teachers of Lautem attended training of trainers in Dili. The training was based on intensive course of new curriculum. It focused nine years of basic education system especially for the students of the last three years.
4. From 5-16 July 2010, Lautem District Health Service-Ambulance Coordinator attended nine days training on how to attend emergency call and how to provide emergency service to patients. The training was organized in Dili.
5. From 19-26 July 2010, Lautem District Health Service sent one of Nutrition staff to attend Nutrition training in Dili Hospital Nacional Guido Valadares (HNGV).
6. From 21 – 23 July 2010, deputy of Health Service and Health Finance Officer attended three-day training on financial planning for the year of 2011. The training was in Dili.
7. On 22 July 2010, National Team of Ministry of Education, General Cabinet Inspector (Gabinete Inspecao Geral) organized a one day workshop for 5 inspectors in district Education Office hall. The workshop was focused on monitoring of school subsidiary. A monitoring guideline was distributed to the participants.

LIQUICA

Number of Civil Servants from Liquica Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	N/A	N/A	N/A	N/A	N/A	N/A	6							75
In Dili	N/A	N/A	N/A	N/A	N/A	N/A	0							9
Overseas	N/A	N/A	N/A	N/A	N/A	N/A	0							1
Total of Civil Servants Trained							6							85

Source: District Administration Office_ 31 July 2010



July 2010

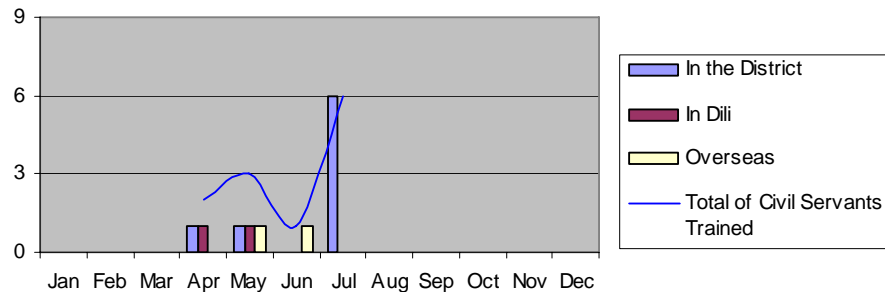
1. On 22 July 2010, a ministerial team from National Directorate of Local Development and Territorial Planning; and National Directorate for Administration and Finance trained 6 staff of District Administration on finance management (funds for goods and services) of Local Development Program in the district.

MANUFAHI

Number of Civil Servants from Manufahi Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	N/A	N/A	N/A	1	1	0	6							8
In Dili	N/A	N/A	N/A	1	1	0	0							2
Overseas	N/A	N/A	N/A	0	1	1	0							2
Total of Civil Servants Trained				2	3	1	6							12

Source: District Administration Office_31 July 2010

Number of Civil Servants from Manufahi Trained



2010

July 2010

- From 19-21 July 2010, team from National Directorate of Local Development and Territorial Planning (MSATM) organized three days training for Suco Development Plan. Training was attended by 2 district staff and 4 sub-district staff. Training was focused to the Suco chiefs and Suco Administrative Assistants. *(The number of Suco chiefs and their administrative assistants who attended training are not indicated in the above table and the corresponding graph because they are not civil servants).*

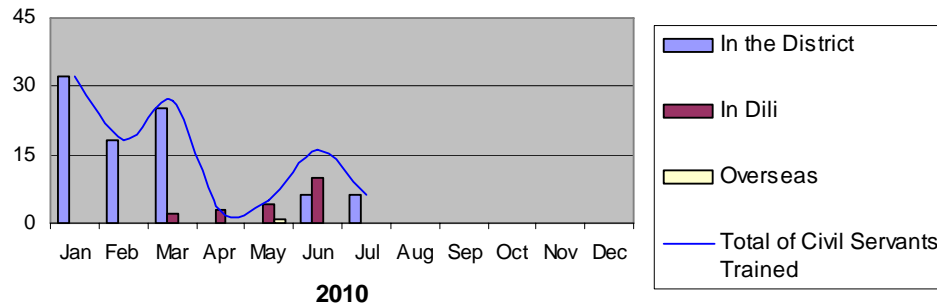
OECUSSE

Number of Civil Servants from Oecusse Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	32	18	25	0	0	6 ³⁴	6							87
In Dili	0	0	2	3	4	10	0							19
Overseas	0	0	0	0	1	0	0							1
Total of Civil Servants Trained	32	18	27	3	5	16	6							107

Source: District Administration Office_30 June 2010

³⁴ 267 Enumerators and GPS-takers were also trained with six district team leaders for Census 2010

Number of Civil Servants from Oecusse Trained



July 2010

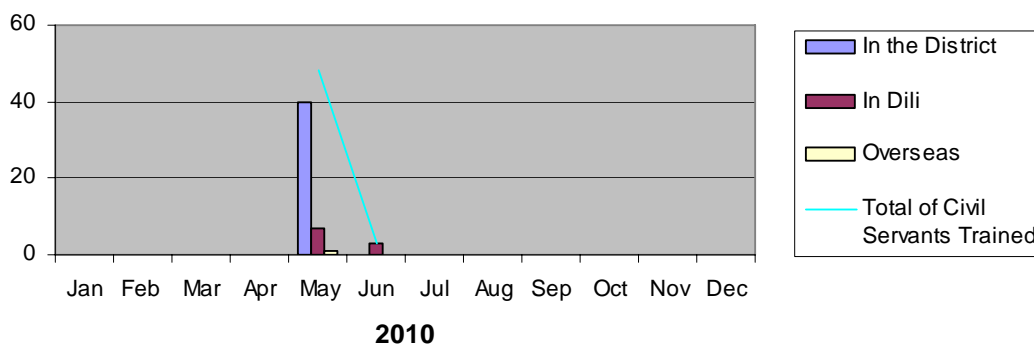
- On 19 July 2010, National Directorate of Local Administration organized a training program on budget management of Decentralized Development Package (DDP). Six PDD-committee members from district were trained to manage the PDD budget while the projects start executing in sub-districts.

VIQUEQUE

Number of Civil Servants from Viqueque Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	N/A	N/A	N/A	N/A	40	0	N/A							40
In Dili	N/A	N/A	N/A	N/A	7	3	N/A							10
Overseas	N/A	N/A	N/A	N/A	1	0	N/A							1
Total of Civil Servants Trained					48	3								51

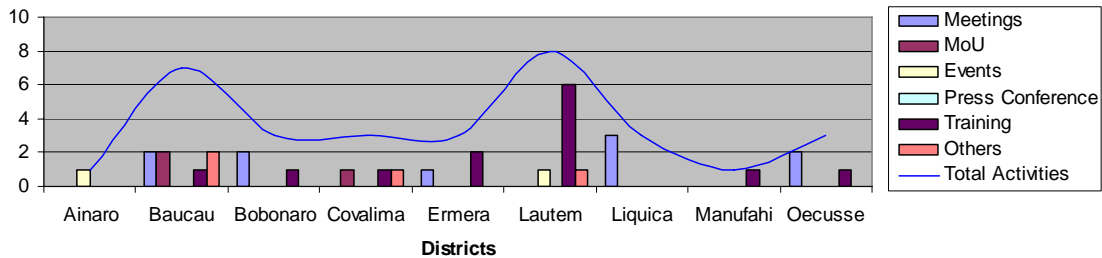
Source: District Administration Office_31 July 2010, District Health Office_31 July 2010

Number of Civil Servants from Viqueque Trained



CIVIL SOCIETY ACTIVITIES

**Comparison of Activities of Civil Society Organizations by District
July 2010**



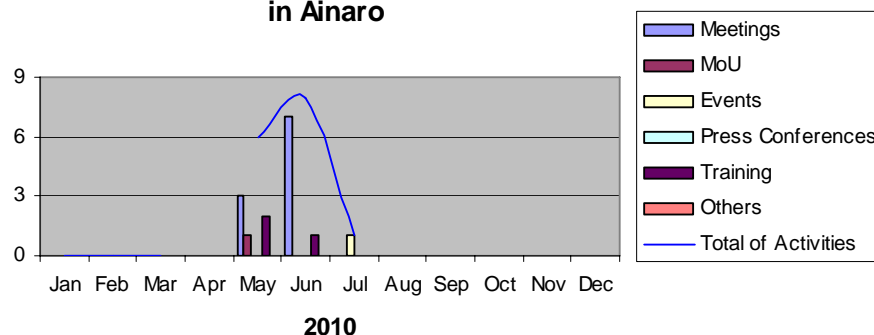
From January to July 2010, the activities organized by NGOs in the districts are as follows:

AINARO

Civil Society Activities in Baucau	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	N/A	N/A	N/A	N/A	3	7	0							10
MoU	N/A	N/A	N/A	N/A	1	0	0							1
Events	N/A	N/A	N/A	N/A	0	0	1							1
Press Conferences	N/A	N/A	N/A	N/A	0	0	0							0
Training	N/A	N/A	N/A	N/A	2	1	0							3
Others	N/A	N/A	N/A	N/A	0	0	0							0
Total of Activities					6	8	1							15

Source: Democratic Governance Support Unit/ UNMIT_ 31 July 2010

**Activities of the Civil Society
in Ainaro**



July 2010

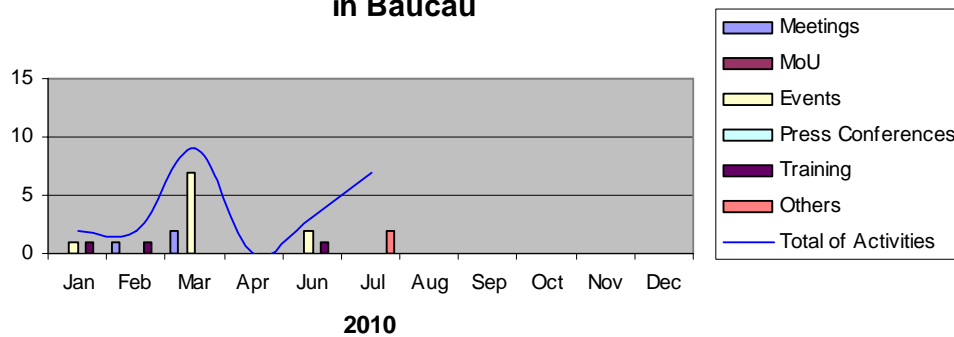
1. On 19 July 2010, a ceremonial turn-over of the volleyball court and the sports equipment followed by 1 game played by the Australian embassy delegation and local youth residents of Suco Cassa was organized by national NGO Hametin Ita Rai in Ainaro district.

BAUCAU

Civil Society Activities in Baucau	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Meetings	0	1	2	N/A	1	0	2						6
MoU	0	0	0	N/A	0	0	2						2
Events	1	0	7	N/A	1	2	0						11
Press Conferences	0	0	0	N/A	0	0	0						0
Training	1	1	0	N/A	0	1	1						4
Others	0	0	0	N/A	0	0	2						2
Total of Activities	2	2	9		2	3	7						25

Source: Democratic Governance Support Unit/ UNMIT_ 31 July 2010

Activities of the Civil Society in Baucau



July 2010

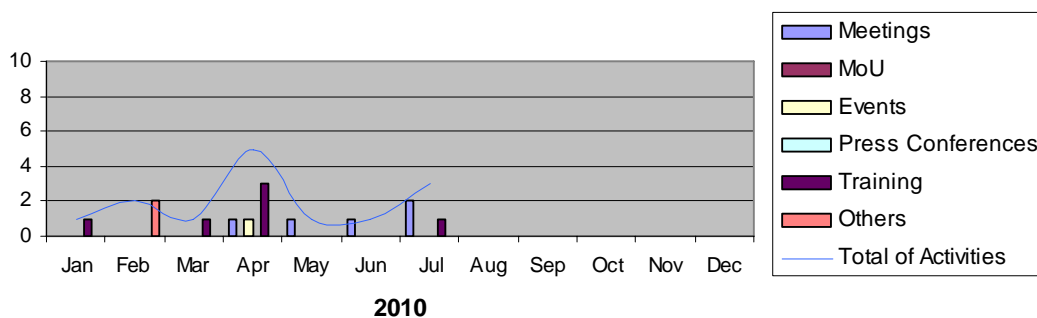
1. On 18 July 2010, a local NGO Educasaun Comunidade Matebian mediated one land dispute case in its office.
2. On 23 July 2010, a local NGO Educasaun Comunidade Matebian signed a MoU with UNHR for the training of women on legal language and community leaders.
3. On 28 July 2010, a local NGO Educasaun Comunidade Matebian signed a MoU with Asia Foundation to get a vehicle.
4. From 28 to 29 July 2010, a local NGO Educasaun Comunidade Matebian facilitated training on community oriented policing.
5. On 30 July 2010, a local NGO Educasaun Comunidade Matebian facilitated the community in dispute to file case on land dispute and case on paternity challenge to Baucau Court.
6. In July 2010, a local NGO Community Transformation Institute (CTI) participated in a meeting organized by Director General of the Secretary of State of Youth and Sport in the district.
7. In July 2010, a local NGO Educasaun Comunidade Matebian conducted a meeting to update the cases handled by the legal aid clinic.

BOBONARO

Civil Society Activities in Bobonaro	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Meetings/workshops	0	0	0	1	1	1	2						5
MoU	0	0	0	0	0	0	0						0
Events	0	0	0	1	0	0	0						1
Press Conferences	0	0	0	0	0	0	0						0
Training	1	0	1	3	0	0	1						6
Others	0	2	0	0	0	0	0						2
Total of Activities	1	2	1	5	1	1	3						14

Source: Democratic Governance Support Unit/ UNMIT_31 July 2010

Activities of the Civil Society in Bobonaro



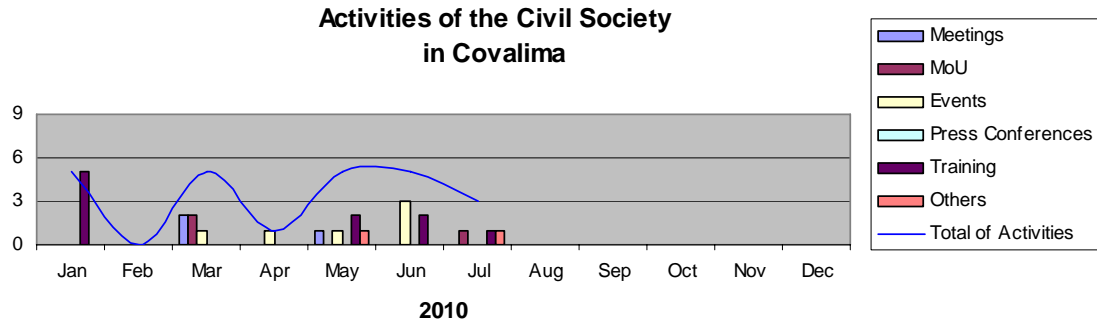
July 2010

1. On 05 July 2010, Alola Foundation and Marie Stopes International jointly conducted workshop on reproductive health to staff of district Administration, sectoral line agencies, community leaders and representatives from NGOs in district administration hall.
2. From 19 to 22 July 2010, the Asia Foundation trained youths and women representatives of Suco Councils on how to organize and manage meeting. Youths and women from 50 Sucos attended the training in Bobonaro district
3. On 22 July 2010, World Vision Timor Leste (WVTL) conducted introductory meeting on its strategy and program. The meeting was attended by staff of district Administration, district line agencies, Suco Chiefs, representatives from NGOs and local media persons. The objective of the meeting was to harmonize program of the World Vision with government, UN Agency and local NGOs and to avoid overlapping and duplications of activities.

COVALIMA

Civil Society Activities in Covalima	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Meetings	0	N/A	2	0	1	0	0						3
MoU/Agreement	0	N/A	2	0	0	0	1						3
Events	0	N/A	1	1	1	3	0						6
Press Conferences	0	N/A	0	0	0	0	0						0
Training	5	N/A	0	0	2	2	1						10
Others	0	N/A	0	0	1	0	1						2
Total of Activities	5		5	1	5	5	3						24

Source: Democratic Governance Support Unit/ UNMIT_31 July 2010



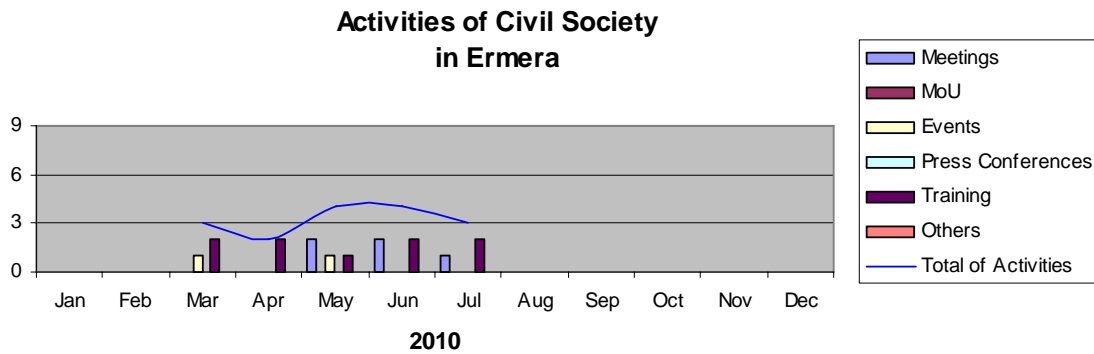
July 2010

1. From 26-30 July 2010, FONGTIL and Satunama Yojyakarta with support from German Stiftung organized training on planning, budgeting and proposal writing. The training took place for 5 days in Covalima. 23 members of NGO from Aileu, Ainaro, Manufahi and Covalima attended the training program.
2. On 27 July 2010, a local NGO Centru Comunidade Covalima signed an agreement with Fitun Naroman woman entrepreneur Group from Suai Loro. The women's group has been engaged in micro enterprise of producing tais-cloth and fresh vegetables.
3. From 08-14 July 2010, a NGO IWDA from Melbourne supporting Fitun Naroman group and Haburas Goronto monitored activities of target women's group in Suai Loro and in Ogues.

ERMERA

Civil Society Activities in Ermera	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	N/A	N/A	0	0	2	2	1							5
MoU	N/A	N/A	0	0	0	0	0							0
Events	N/A	N/A	1	0	1	0	0							2
Press Conferences	N/A	N/A	0	0	0	0	0							0
Training	N/A	N/A	2	2	1	2	2							9
Others	N/A	N/A	0	0	0	0	0							0
Total of Activities	N/A	N/A	3	2	4	4	3							16

Source: District Administration Office_31 July 2010



July 2010

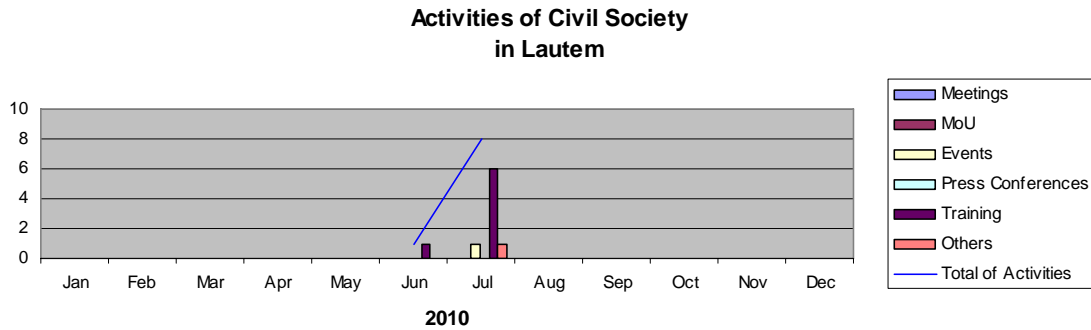
1. On 30 July 2010, Science of Life System completed a month long training on English language. The training was focused to the local communities, particularly the local youths and students. 138 people attended class including teachers and district staff.
2. On 30 July 2010, the Youth Education Programme funded by Norwegian Government completed a month long training course on agriculture, food processing, tourism and administration for students. 20 students from Gleno attended the training program.
3. On 23 July 2010, a national NGO Hametin Demokrasi no Igualidade and Martial Art Committee Regulation under Secretary of State of Youth and Sport (SoSYS) organized a public consultation on Martial Art Law No.10/2008 in Gleno Church. The meeting was attended by 187 participants including representative from SoSYS, national NGO Ita ba Pas, District Administration, members of martial arts, president of Martial Federation Timor Leste (FESTIL) and Suco Chiefs in Ermera district.

LAUTEM

Civil Society Activities in Lautem	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	N/A	N/A	N/A	N/A	N/A	N/A	0							0
MoU	N/A	N/A	N/A	N/A	N/A	N/A	0							0
Events ³⁵	N/A	N/A	N/A	N/A	N/A	N/A	1							1
Press Conferences	N/A	N/A	N/A	N/A	N/A	N/A	0							0
Training	N/A	N/A	N/A	N/A	N/A	1	6							7
Others	N/A	N/A	N/A	N/A	N/A	N/A	1							1
Total of Activities						1	8							9

Source: Democratic Governance Support Unit/ UNMIT_ 31 July 2010

³⁵ Activities included under “events”: workshop, symposium, seminar, conference, forum, pre-congress, and public launching.



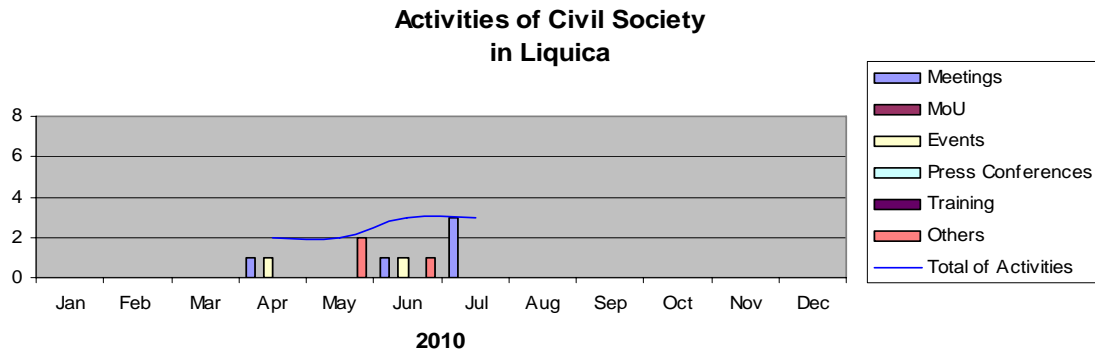
July 2010

1. On 21 July 2010, a local NGO Icatutunu conducted training on maternal health and early childhood development. 30 participants from Suco Fuiloro attended the training program.
2. On 23 July 2010, a local NGO Luzeiro provided one day training on roles of community policing against gender based violence in Lautem sub-district.
3. From 26-27 July 2010, a local NGO Luzeiro provided two days training on roles of community policing against gender based violence in Suco Bauro.
4. From 28-30 July 2010, a local NGO Icatutunu conducted three days training on maternal health and early childhood development. 21 participants from Sucos Parlamento, Com, Mehara and Bauro attended the training program. The participants are health workers who voluntarily conduct child and mother related ECCD project activities in Sucos and Aldeias.
5. From 28-30 July 2010, a local NGO Esperanca conducted three days training on maternal health and early childhood development. 20 participants from two Sucos Pairara and Tutuala attended the training program. The participants are the local volunteers who will conduct ECCD projects activities in Sucos and Aldeias.
6. From 26-30 July 2010, a local NGO Fraterna conducted training for community facilitators. Seven community members (chosen by Suco Chiefs) were trained. The community facilitators will prepare participatory action plan (PAK) in Lospalos sub-district.
7. From 26-30 July 2010, a local NGO Fraterna sent 2 officers for excursion tour in Maliana. The officers will conduct comparative study on agriculture especially kitchen garden, poultry farming, system rice of intensification (SRI), seeds plant directive system (TABELA) and integrated crop management.
8. On 22 July 2010, a local NGO Fraterna and Plan International organized an event on socialization of BESI (Be'e i Saneamentu Ijenik) in Lautem. 32 participants including District Administrator, district PNTL, staff of district Water and Sanitation (SAS), representatives from NGOs and Sucos Chiefs attended the function.

LIQUICA

Civil Society Activities in Liquica	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	N/A	N/A	N/A	1	0	1	3							5
MoU	N/A	N/A	N/A	0	0	0	0							0
Events	N/A	N/A	N/A	1	0	1	0							2
Press Conferences	N/A	N/A	N/A	0	0	0	0							0
Training	N/A	N/A	N/A	0	0	0	0							0
Others	N/A	N/A	N/A	0	2	1	0							6
Total of Activities				2	2	3	3							13

Source: District Administration Office_31 July 2010



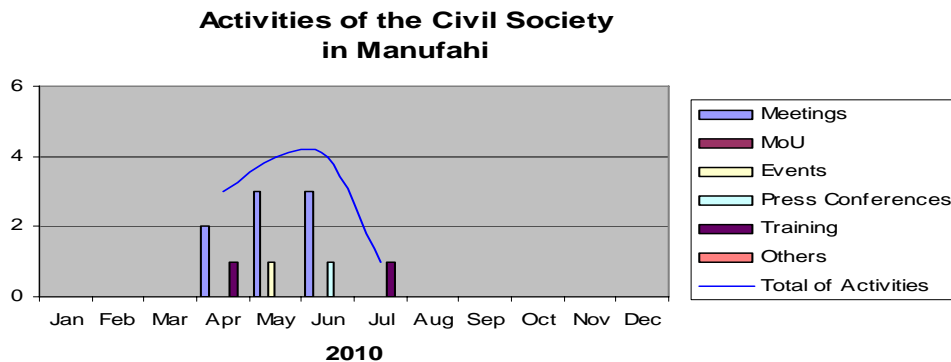
July 2010

1. On 01 July 2010, a national NGO Labelh had a meeting with District Administration on the issue of rice distribution to the communities.
2. On 05 July 2010, the District Disaster Management Committee organized a meeting with district and sub-District Administrators to prepare action plan on natural disasters. District liaison of NGO Forum is one of the members of the committee.
3. On 19 July 2010, Maubara community and the Catholic Church organized a meeting with sub-district Administrator to make necessary arrangements for visit of the Bishop from Maliana.

MANUFAHI

Civil Society Activities in Manufahi	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	N/A	N/A	N/A	2	3	3	0							8
MoU	N/A	N/A	N/A	0	0	0	0							0
Events	N/A	N/A	N/A	0	1	0	0							1
Press Conferences	N/A	N/A	N/A	0	0	1	0							1
Training	N/A	N/A	N/A	1	0	0	1							1
Others	N/A	N/A	N/A	0	0	0	0							0
Total of Activities				3	4	4	1							11

Source: District Administration Office 31 July 2010



July 2010

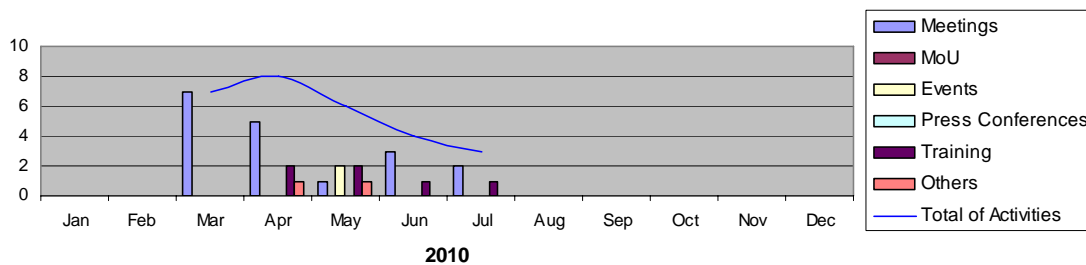
1. On July 27: a local NGO Trocaire organized a workshop on natural disaster in the district.

OECUSSE

Civil Society Activities in Oecusse	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	N/A	N/A	7	5	1	3	2							18
MoU	N/A	N/A	0	0	0	0	0							0
Events	N/A	N/A	0	0	2	0	0							2
Press Conferences	N/A	N/A	0	0	0	0	0							0
Training	N/A	N/A	0	2	2	1	1							6
Others	N/A	N/A	0	1	1	0	0							2
Total of Activities			7	8	6	4	3							28

Source: Democratic Governance Support Unit/UNMIT_31 July 2010

Activities of Civil Society in Oecusse



July 2010

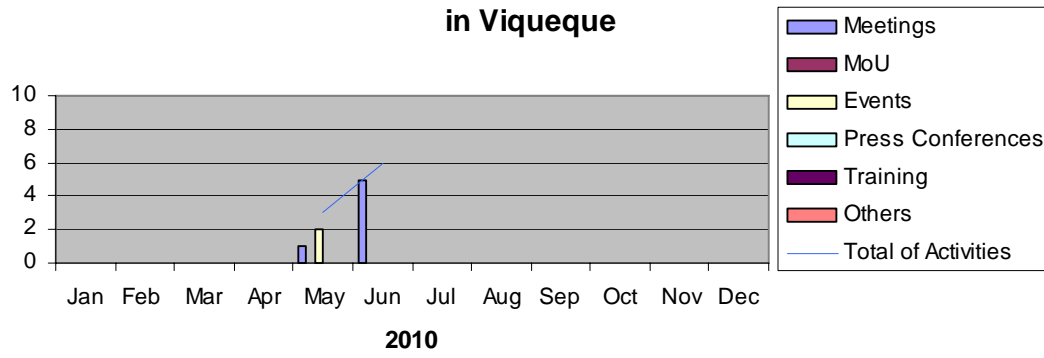
1. On 14 July 2010, district Liaison Office of NGO Forum facilitated an interaction program to find solution on how to resolve Naktuka boarder issue. 16 local NGOs attended the program and decided to involve the church and communities' traditional leaders in the forthcoming August-dialogue between the people of Oecusse and Oepoli (Indonesia).
2. From 14 to 16 July 2010, Oxfam and AHCAE organized three-day training on basic health information in district. 20 Community Health Workers of remote Sucos were trained on basic health and learned to provide better assistance on community health services.
3. On 28 July 2010, district liaison office of NGO Forum organized a meeting for the preparation of Forum's national level Annual General Meeting in Liquica in August 2010. In the meeting it was explained how the local NGOs should prepare their activities that they have done and their plan for the next year.

VIQUEQUE

Civil Society Activities in Oecusse	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	N/A	N/A	N/A	N/A	1	5	N/A							6
MoU	N/A	N/A	N/A	N/A	0	0	N/A							0
Events	N/A	N/A	N/A	N/A	2	0	N/A							2
Press Conferences	N/A	N/A	N/A	N/A	0	0	N/A							0
Training	N/A	N/A	N/A	N/A	0	1	N/A							1
Others	N/A	N/A	N/A	N/A	0	0	N/A							0
Total of Activities					3	6								9

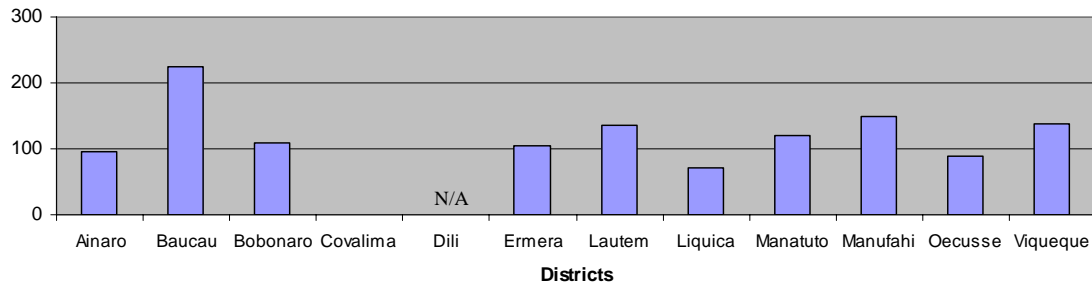
Source: Democratic Governance Support Unit/UNMIT_31 July 2010

Activities of the Civil Society in Viqueque



COMMUNITY RADIO

Total Broadcasted Hours per district July 2010



The activity of Communities Radios in the districts of Ainaro, Baucau, Bobonaro, Covalima, Ermera, Lautem, Liquica, Manatuto, Manufahi, Oecusse and Viqueque are as follows³⁶:

AINARO

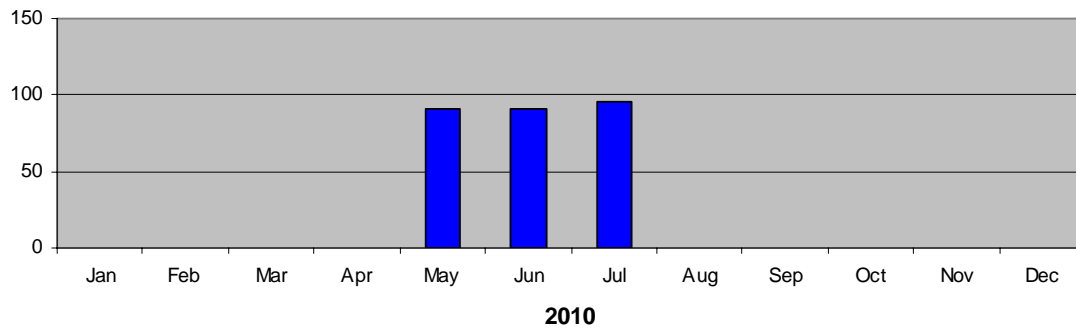
- **Community Radio: Lian Tata Mailau**
- **FM 98.1 MHZ**

It operates 3.5 hours per day for 6 days a week. Regular broadcasting is often interrupted by irregular supply of electricity. The radio station depends on city power supply.

Total of Broadcast Hours	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	N/A	N/A	N/A	N/A	91	91	96							1450

Source: Radio Comunidade _ 31 July 2010

Total of Broadcasted Hours in Ainaro



³⁶ The methodology applied in this section is based on arithmetical logic which month, unless an extraordinary factor is mentioned.

Programmes broadcasted include:

- Local news broadcast,
- Weekly news coverage
- Talk show: Debates among local leaders
- UNMIT-Timor Leste Media Development Centre: every Tuesday evening and as per availability of CD
- Human rights and justice ombudsman (every Wednesday)
- Labelh: issues on corruption allegations, judicial system and capacity building

BAUCAU

- **Radio Comunidade Lian Matebean (RCLM)**
- **FM 99,9 MZ**

It operates 5 hours/night (from 17:00 hours to 22:00 hours) and 7 days per week. The RCLM has 9 journalists and they all are volunteers. There are no permanent staffs in the radio station.

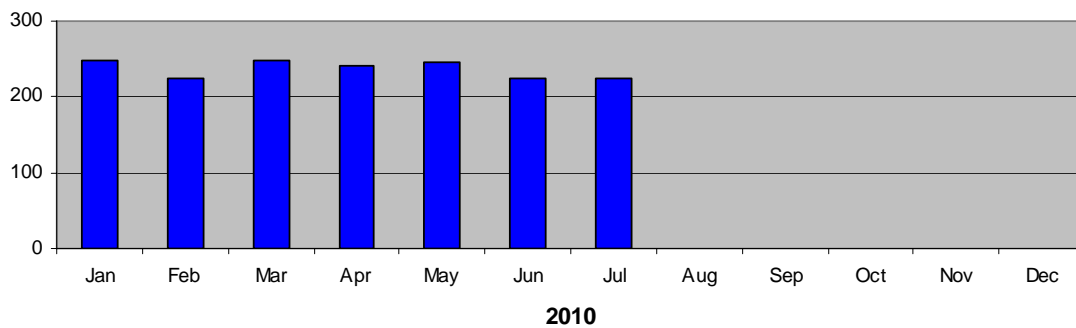
- **Radio Comunidade Bucoli**
- **FM 102,5 MZ**

It operates 3.5 hours/night (18 hours to 21:30 hours) and 6 days per week. The Bucoli Radio has 5 journalists and they all are volunteers. There are no permanent staffs in the radio station.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	249	224	249	241	246	241	224						

Source: Radio Comunidade Lian Matebean Baucau – RCLM and Radio Comunidade Bucoli 31 July 2010

Total of Broadcasted Hours in Baucau



Program broadcasted include:

- National and local news
- UNMIT news twice per week
- Civic education talk show
- Children’s program
- Agriculture
- Community health
- Economy and local enterprises

- Entertainment and music, poems, telephone request messages, talk with telephone callers.

BOBONARO

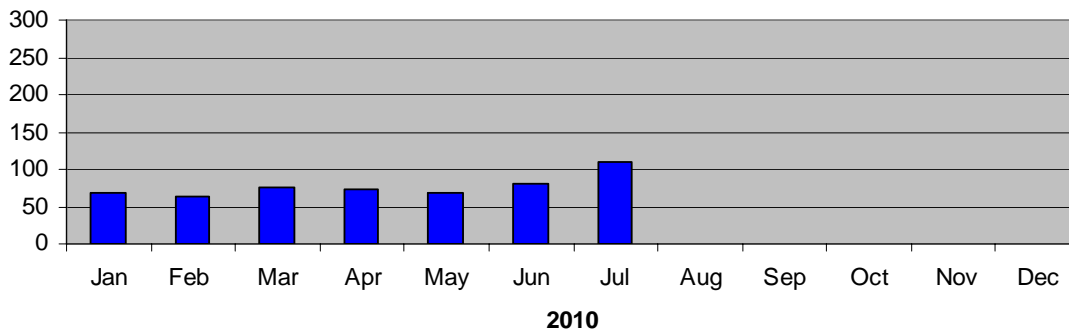
- **Radio Comunidade Maliana**
- **91,70 MHZ, AM**

From July 2010, it operates 5 nights per week and about 4 hours per night.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	68	64	76	72	68	80	110						428

Source: Radio Comunidade Maliana _ 31 July 2010

Total of Broadcasted Hours in Bobonaro



Programmes broadcasted include:

- National and local news
- Civic education talk show
- guest speakers
- Cultural programs and youth programs
- Entertainment (songs and request songs)
- UNMIT news (twice a week)

COVALIMA

- **Cova Taroman**
- **4.5 FM**

It used to operate 7 nights per week and 3 hours per night. The voice filter of the radio station was damage by lightning in June 2010 and the radio broadcast coverage has been reduced to less than 50 meters from the station. The radio station has not yet repaired the damaged equipment.

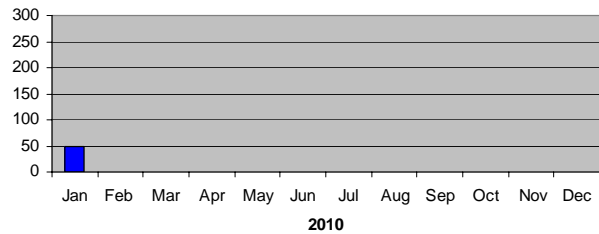
Total of Broadcast Hours	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	48	0	0	0	0	0	0 ³⁷							48

Source: Radio Cova Taraman _ 30 June 2010

Programmes broadcasted include:

- National and local news
- UNMIT-Futuru Nabilan.
- Visão Cristo
 - a. Ouvido de Deus
 - b. Nova Mulher
 - c. Crianças para Cristo
- Entertainment

Total of Broadcast Hours in Covalima



ERMERA

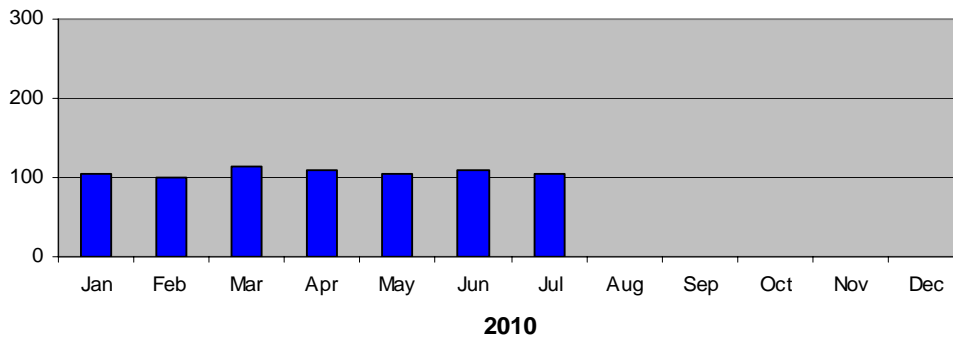
- **Radio Comunidade Ermera³⁸**
- **92.3 FM**

It operates 5 hours per nights and 5 nights per week

Total of Broadcast Hours	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	105	100	115	110	105	110	105							750

Source: Radio Comunidade Ermera_ 31 July 2010

Total of Broadcasted Hours in Ermera



³⁷ Due to technical problems the community radio has not been functioning since late January 2010. The equipment was repaired in June, but the radio can be listened within less than 50 meters from the station. The voice filter was damage by lightning during heavy rain. The radio station has not yet repaired the damaged equipment.

³⁸ Since two solar panels were stolen in October 2009, the radio broadcast covers only 15kms from Gleno. Others sub districts (Astabe and Letefoho) are left without any radio transmission.

Programmes broadcasted include:

- National and local news
- UNMIT news once a Week
- Community Cultural Programmes
- Youth and Religious Programmes
- Civic Education
- Entertainment
- Portuguese Programme_Voz Losofonas
- UNICEF programmes for children

The Radio Community in Ermera is 100% serving the community as the community are benefitted from it. However, in Portuguese Language the Radio has programme called Voz Losofonas; facilitate dialogue, Health on Preventive Civic Education, direct transmissions for Ceremonies and important Events, testing Children's voice, talents, expressions, etc. There is also UNICEF programmes for Children.

UNMIT Public Information Office (PIO) in Ermera receives CDs for UNMIT Radio programme every week on Mondays. The information is transmitted and broadcasted to Community Radio.

LAUTEM

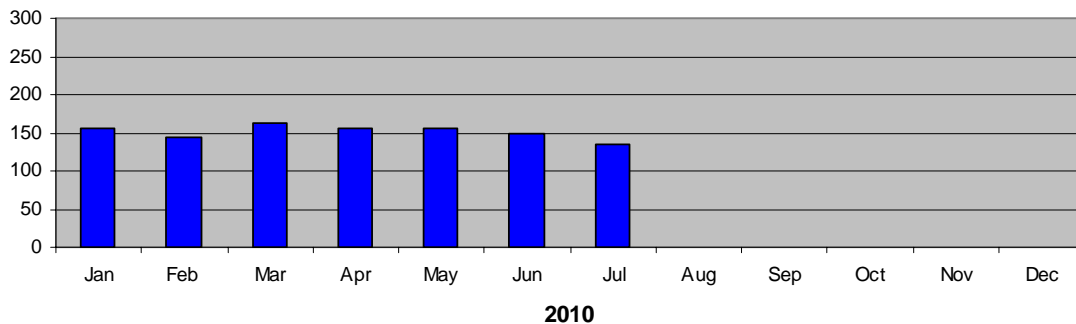
- **Radio Comunidade de Lospalos (100.10 FM)**

It is also known as Radio Comunidade Vox Populy. It operates 5 hours per day and 6 days per week.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	156	144	162	156	156	150	135						774

Source: Radio Comunidade Vox Populy_31 July 2010

Total of Broadcasted Hours in Lautem



Programmes broadcasted include:

- Local, national and international news³⁹
- Interactive talk-shows and interviews
- Civic education (issues on health, domestic violence, etc.)
- Music and entertainment and religious programs

LIQUICA

- **Radio Tokodede**
- **92.3 MHz**

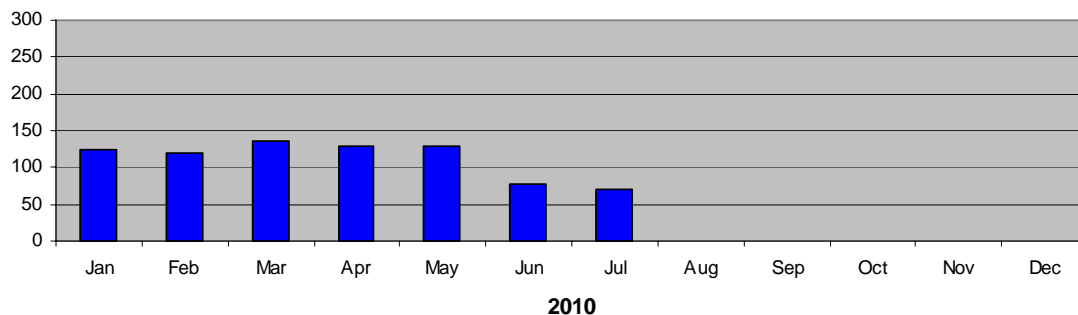
It operates 5 hours per day for 6 days in a week.

The radio was not broadcasting regularly during the month of July 2010 due to frequent power cuts. The radio station does not have a generator and it depends on the public power supply. The time of broadcast in this month was on an average 71 hours (for 10 days 2 hours broadcast per day and for 17 days 3 hours broadcast per day. The total was 71 hours).

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	125	120	135	130	130	78	71						640

Source: 'Community Radio Tokodede' Liquica District – 31 July 2010

Total of Broadcast Hours in Liquica



Program broadcasted include:

- Labarik nia lian is about problems of children
- UNMIT Programme: Radio Futura
- GSMP, program of NGO about law and justice
- Feto iha Lideranca Local: a programme to enhance women leadership
- Promocao Saude: programme on health, education and youth implemented jointly by the Government and Care International
- Water Aid's program to promote clean water and sanitation

³⁹ Additional information: Most of the programs are broadcasted in Tetum, but some are also broadcasted in Fataluku, Makasai and Bahasa Indonesian.

MANATUTO

- **Radio Comunidade Ili-wai Manatuto**
- **FM.96.1 MHz**

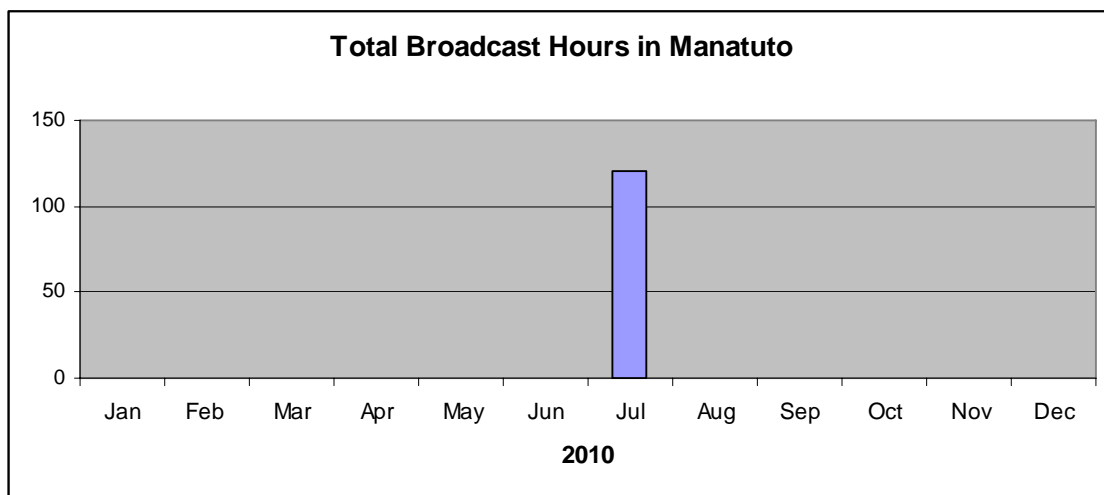
It operates Monday-Saturday every week.

The community radio is on-air at 06:00AM to 10:00 PM on Monday, Thursday and Friday.

On Tuesday, Wednesday and Saturday the radio operates from 06:00 AM to 12:00 midnight.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	N/A	N/A	N/A	N/A	N/A	N/A	120						

Source: 'Community Radio Tokodede' Liquica District – 31 July 2010



Programmes broadcasted include:

- Local and national news
- Sensitization programs for kids, youths & women (Government and NGOs)
- UNMIT (Futuru Nabilan)
- Entertainment

MANUFAHI

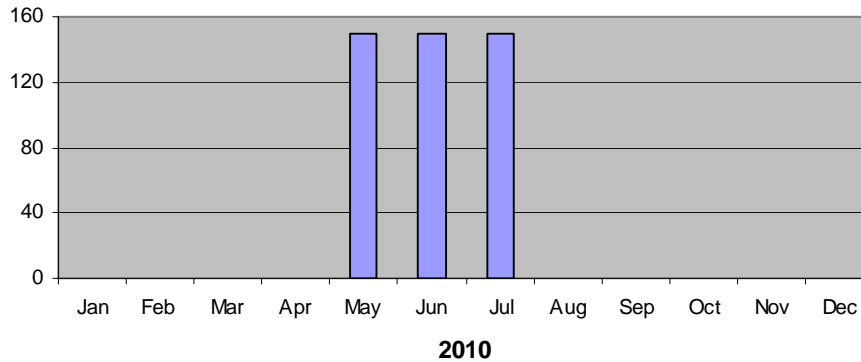
- **Radio Comunidade Manufahi**
- **FM 103.2 MHz**

It operates every night from 6:00 pm to 11:00 pm (5 hours per night)

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
				N/A	150	150	150						

Source: Radio comunitário 31 July 2010

Total Broadcasted Hours in Manufahi



Transmission program include:

- UNMIT- Futuro Nabilan
- Feto lideransa local
- Cristo Visao
- Care international

OECUSSE

- **Radio Comunidade Enclave Oecusse**
- **FM 39.3 MHz**

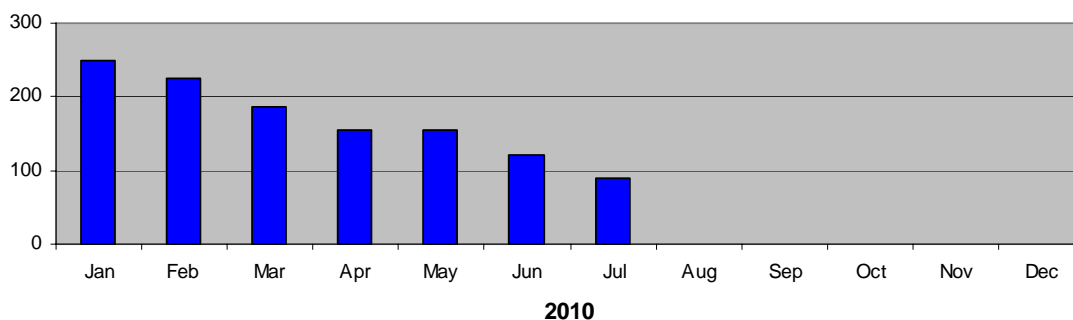
Radio Comunidade Enclave Oecusse operates three hours per night every day. The broadcasting hours have been reduced from 6 hours in January to four hours in June 2010. It is because the power supply inverter connected to solar panel is not functioning well. At present the radio station is using the public power supply line to broadcast its program.

In the previous month, the radio operators attended radio broadcast training in Dili. The content and delivery of radio program have been improved. The community radio is working very closely with Media House and it is only one internet service provider in Oecusse.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	284	224	186	156	155	120	90						969

Source: Radio Comunidade Enclave Oecusse _ 31 July 2010

Total of Broadcasted Hours in Oecusse



Programmes broadcasted include:

- National and local news
- Civic Education talk shows on Health, Environmental Issues, Education, etc.
- UNMIT News
- Cultural Programmes
- Entertainment and Music
- Current affairs talk show with invited guests or members of the public to voice their opinions.

VIQUEQUE

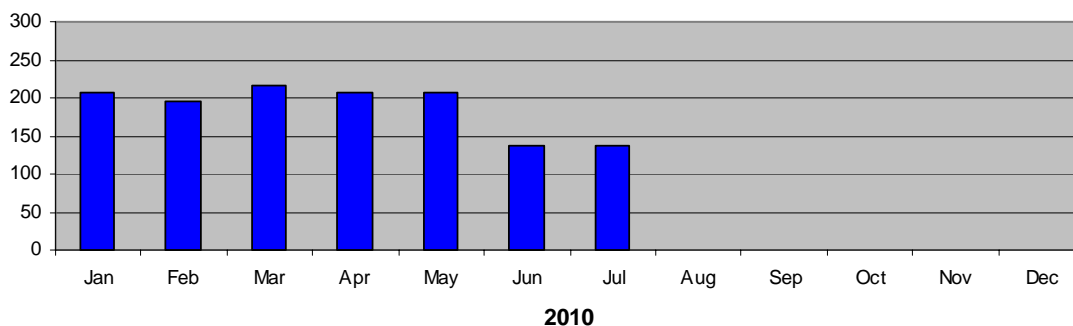
- **Radio Comunidade Viqueque**
-

It is operates 6 days per week with 5 ½ hours per day. The radio broadcast was for 25 days in the month of July 2010.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	208	196	216	208	208	138	137.5						1311.5

Source: Radio Comunidade Viqueque _ 31 July 2010

Total of Broadcasted Hours in Viqueque



Programmes broadcasted include:

- National and local news
- Civic education talk shows on health, environmental issues, education, PDHJ, agriculture, gender, youth, etc.
- Current affairs
- UNMIT news
- Cultural programmes
- Entertainment and music

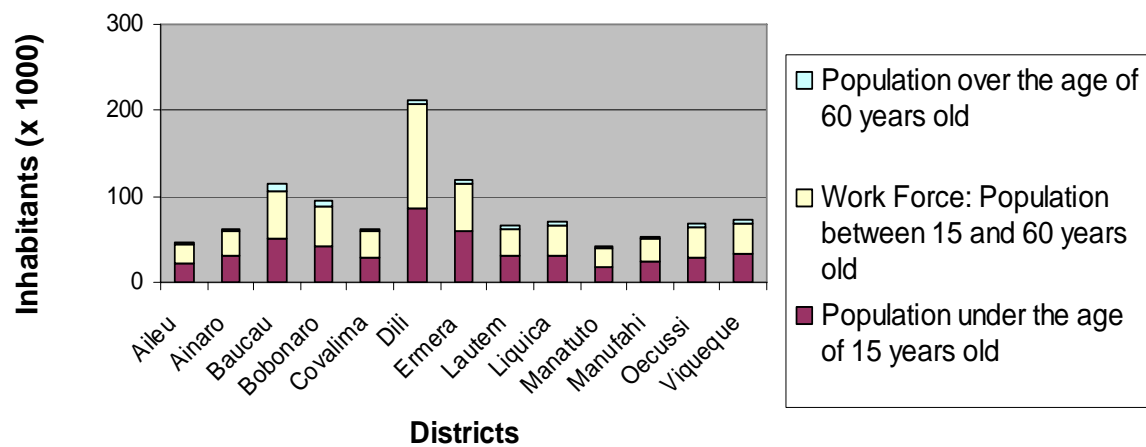
ANNEXES

Annex 01: District Demographic Profile

District	Total Population by District	Population under the age of 15 years old	Work Force: Population between 15 and 60 years old	Population over the age of 60 years old
Aileu	45,724	21,884	22,126	1,714
Ainaro	62,407	30,465	29,19	2,752
Baucau	113,748	51,137	54,454	8,157
Bobonaro	93,787	41,194	46,254	6,339
Covalima	62,764	28,617	30,905	3,242
Dili	212,469	86,612	119,94	5,917
Ermera	118,671	58,744	55,053	4,874
Lautem	65,349	31,936	29,399	4,014
Liquica	69,925	31,605	34,701	3,619
Manatuto	41,217	18,167	20,637	2,413
Manufahi	53,995	23,261	27,99	2,744
Oecussi	67,736	29,077	35,696	2,963
Viqueque	72,95	33,479	34,175	5,296
Total	1,080,742	486,176	540,822	53,744

Source: Timor-Leste in Figures, 2008; DNE Timor-Leste, www.dne.mof.gov.tl

Timor-Leste Demographic Profile by District

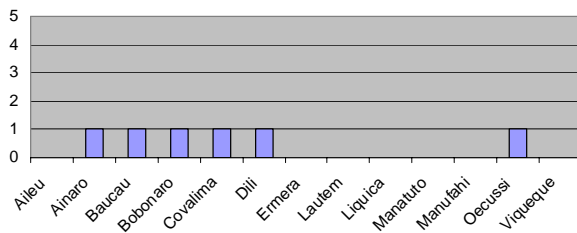


Annex 02: District Health Care Profile

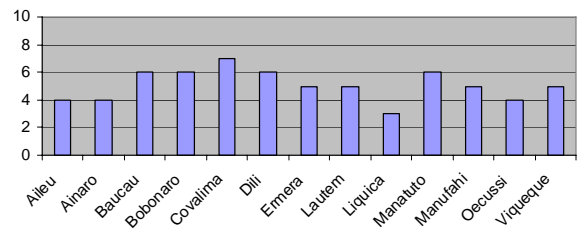
District	Number of Public Hospitals	Number of Community Health Centers	Number of Health Posts	Number of Private Clinics	Number of Physicians	Number of Health Workers ⁴⁰
Aileu	0	4	10	1	9	55
Ainaro	1	4	10	3	10	60
Baucau	1	6	23	2	40	229
Bobonaro	1	6	17	2	24	115
Covalima	1	7	10	2	32	114
Dili	1	6	8	11	138	430
Ermera	0	5	18	10	15	76
Lautem	0	5	19	3	15	74
Liquica	0	3	16	3	9	50
Manatuto	0	6	18	0	13	87
Manufahi	65	7	5	3	0	0
Oecussi	1	4	9	0	18	78
Viqueque	0	5	17	2	14	110
Total	6	66	189	41	347	1189

Source: Timor-Leste in Figures, 2008; DNE Timor-Leste, www.dne.mof.gov.tl

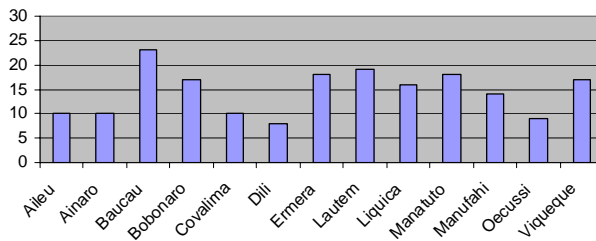
Public Hospitals by District



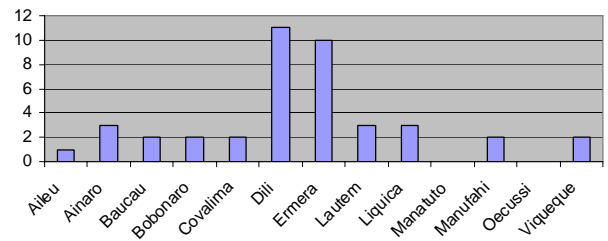
Community Health Centres by District



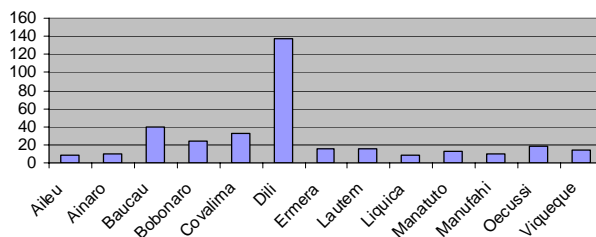
Health Posts by Districts



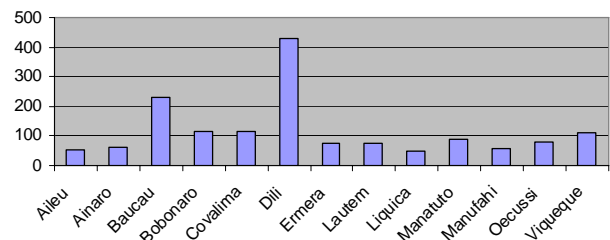
Private Clinics by District



Physicians by District



Health Workers by District



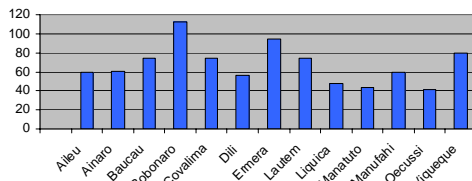
⁴⁰ Physicians, Nurses and Midwives.

Annex 03: District Education Profile

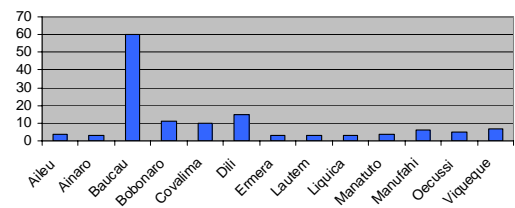
District	Number of Primary Schools	Number of private Primary Schools	Number of Pre-Secondary Schools	Number of Pre- Private Secondary Schools	Number of Secondary Schools	Number of Private Secondary Schools
Aileu	60	4	27	8	7	6
Ainaro	61	3	10	3	2	2
Baucau	74	60	22	7	8	1
Bobonaro	113	11	7	2	3	1
Covalima	74	10	12	1	3	1
Dili	56	15	8	14	8	11
Ermera	94	3	12	1	2	2
Lautem	74	3	5	4	3	0
Liquica	48	3	6	2	1	1
Manatuto	44	4	7	2	2	2
Manufahi	59	6	10	3	3	3
Oecussi	41	5	4	2	2	1
Viqueque	80	7	12	3	5	3
Total	878	134	142	52	49	34

Sources: Ministry of Education EMIS 2008/2009, UNICEF Education Programme and Democratic Governance monitoring unit

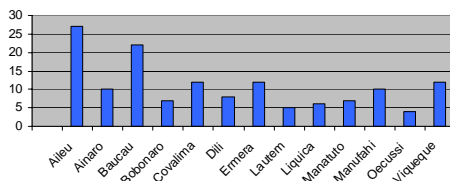
Number of Primary Schools per District



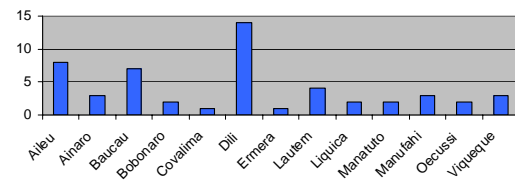
Number of private Primary Schools per District



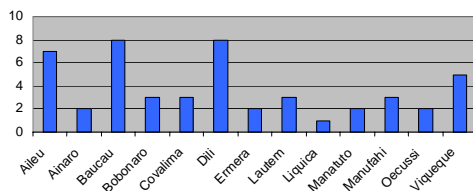
Number of Pre-Secondary Schools per District



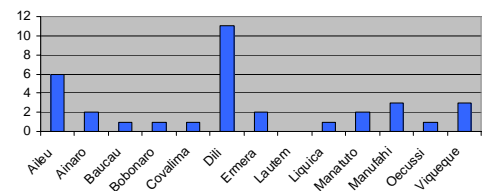
Number of Pre- Private Secondary Schools per District



Number of Secondary Schools per District



Number of Private Secondary Schools



Annex 04: 2010 Budget Allocations for the Local Development Programme- Ministry of State Administration and Territorial Management

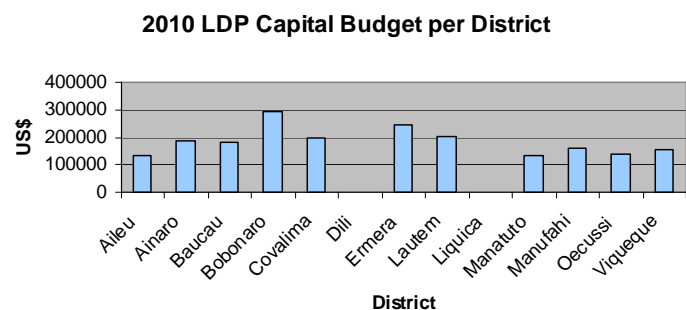
The Local Development Programme (LDP) is a pilot programme that is testing decentralization models in order to establish a local governance system that is effective, transparent and responsive to community needs, with the support of UNCDF, UNDP, Norwegian Embassy and Irish Aid.

The LDP pilot was gradually established in order to provide lessons based on practical experience that will help in the national debate about decentralization. In order to test different possibilities for decentralization, the Ministry of State Administration and Territorial Management (MSATM) begun piloting two models of local governance. The first pilot model began in Bobonaro in 2005 and has since expanded to Lautem, Aileu and Manatuto. A second pilot model started in 2008 in the districts of Baucau, Ainaro, Manufahi and Covalima. In 2010, five new districts were incorporated in the LDP as Dili, Ermera, Liquica, Oecussi and Viqueque, totalizing the 13 Districts throughout the territory.

The LDP is implemented through the Local Development Fund (LDF) that is allocated to the local Assemblies, which are composed of Suco Council representatives and district officers. These Assemblies will be able to use this fund to finance activities and small-scale infrastructure projects, such as clinics or health posts, school buildings, water and sanitation, irrigation, that have a direct impact on the communities. In 2009 the LDP implemented 127 projects in the eight pilot districts in various areas and provided a series of training at district level to members of the local Assemblies.

MSATM 2010 Budget Allocation for the Local Development Programme

District	Capital Budget (US\$)
Aileu	133,000.00
Ainaro	187,000.00
Baucau	181,346.40
Bobonaro	293,000.00
Covalima	196,000.00
Dili ⁴¹	-
Ermera	247,972.80
Lautem	202,000.00
Liquica ¹³	-
Manatuto	135,000.00
Manufahi	158,002.00
Oecussi	138,278.40
Viqueque	157,077.60
Total	2,028,677.20



Sources: MSATM Local Governance Monthly Bulletin January 2010 Vol. III Ed. I and MSATM brochure "Raising Our Hands for Our Development".

⁴¹ "Dili and Liquica will not receive funds from the State budget during 2010 but instead will use the regular budget to support activities for the establishment of the Sub district Development Commission and the District Assemblies." *MSATM Local Governance Monthly Bulletin January 2010 Vol III Ed. I*

General State Budget 2010: public investment in capital development in the districts
(except Dili)

Districts	Amount (in US\$'000)
Aileu	1.5m
Ainaro	2m
Baucau	7m
Bobonaro	7m
Covalima	18m
Ermera	7m
Lautem	10m
Liquica	8m
Manatuto	1.6m
Manufahi	2.6m
Oecussi	11m
Viqueque	7.6m
Total	US\$83.3m

Source: Ministry of State Administration and Territorial Management and Ministry of Finance 2010

Annex 05: UN Country Team in the Districts as of July 2010

District		Organization	Programmes/Projects/Activities
Aileu		FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
		DESA	Rural Development
		ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
		UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
		UNICEF	Supported the Plan International and celebrated Children's Day: 01 June 2010 Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth Parliament) Sanitation and hygiene promotion Family latrine promotion & construction Community water supply system construction/rehabilitation\ Birth registration Child Protection Network
		UNIFEM	Increase women's political participation through advocacy, capacity building and M&E. Partner local NGO is HAFOTI.
		WFP	MCHN (Maternal Child and Health Nutrition) School Feeding Programme
Ainaro		DESA	Water and Sanitation Environment and Energy Infrastructure Development Government
		FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
		ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development

	UNEST	Ainaro District Resource Centre – Institutional capacity building for the political parties
	UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
	UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth parliament & Student Councils) Child Protection Network
	WFP	Food Security and malnutrition awareness program to Suco Chiefs, civil servants, civil societies and media Maternal Child and Health Nutrition (MCHM) School Feeding Programme. Conducted daily three (3) main activities in July 2010: - School Meal Program; - Mother and Child Health Care Activity - Food Security Monitoring (fortnightly)
Baucau	FAO	Food Security Project in Baucau (OSRO/TIM/801/SPA) the followings were the activities conducted in July 2010: - Home gardens component: A complete package of vegetables seeds distributed to 2000 households. The packages were of varieties of seeds and saplings like mustard, water-convolvulus, long beans, eggplants, bitter melon and tomatoes. - Under the gender component there was also capacity building and knowledge transfer program to the project beneficiaries.
	ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
	IOM	Human Trafficking Programme
	UNDP	On 19 July 2010, the Justice Program of UNDP Baucau facilitated a meeting on conflict resolution for martial arts representatives and members of civil society and government officials.
	UNEST	Baucau District Resource Centre – Institutional capacity building for the political parties Support to STAE and CNE
	UNFPA	Reproductive Health Family Planning Gender Based Violence Programme

		<p>UNICEF</p> <p>Food Security and malnutrition awareness program to Suco Chiefs, civil servants, civil societies and media Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth parliament & Student Councils) Child Protection Network</p>
		<p>WFP</p> <p>Food Security and malnutrition awareness program to Suco Chiefs, civil servants, civil societies and media Maternal Child and Health Nutrition (MCHM) School Feeding Programme Cash and Voucher Food For Work</p>
Bobonaro		<p>FAO</p> <p>Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy</p>
		<p>ILO</p> <p>Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development</p>
		<p>IOM</p> <p>Human Trafficking Programme</p>
		<p>UNDP</p> <p>Training for political parties</p>
		<p>UNEST</p> <p>Provided logistics support to STAE Bobonaro by transporting all the voters' materials to and from to all the suco's and communities where needed. conducted computers trainings to the 16 political parties' members Bobonaro District Resource Centre – Institutional capacity building for the political parties Support to STAE and CNE</p>
		<p>UNFPA</p> <p>Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme</p>
		<p>UNICEF</p> <p>Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth parliament & Student Councils) Community Radio & Programme broadcasts Child Protection Network</p>

		UNIFEM	Capacity building on peace elements and economic empowerment. Provision of support services to Sexual and Gender-based Violence (SGBV) victims: Psychosocial support ; Life skills training Coordinate the transition from community established and operated referral networks (including shelters, transit houses, etc.) to be government operated. Working with partner NGOs: Asia Pacific Support Collective-Timor Leste (APSC-TL), APSCTL , Fokupers Asosiasaun Mane Kontra Violensia (AMKV)
		WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme Cash and Voucher
Covalima		DESA	Water and Sanitation Environment and Energy Infrastructure development Government
		FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
		ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
		UNDP	Justice Programme
		UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
		UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth Parliament) Child Protection Network
		UNIFEM	Capacity building on peace elements and economic empowerment. Provision of support services to Sexual and Gender-based Violence (SGBV) victims: Psychosocial support ; Life skills training Coordinate the transition from community established and operated referral networks (including shelters, transit houses, etc.) to be government operated. Working with partner NGOs: Asia Pacific Support Collective-Timor Leste (APSC-TL), APSCTL , Fokupers Asosiasaun Mane Kontra Violensia (AMKV)
		WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme

Dili	FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
	ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
	DESA	Rural Development
	UNESCO	Education Culture Media/Communication and Information Science (Education and Policy)
	UNEST	Support to STAE and CNE, STAE started the “Exhibition and Challenge” process. Between June 1 until June 12, voters had the chance to verify their information and make complain/s to change the data in case any mistake was found.
	UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme, Facilitation of emergency medical, psycho-social, shelter and trauma counseling Legal support and accompaniment to Court for survivors of gender-based violence. Working together with Marie Stopes International Timor Leste, Alola Foundation, Clinic Café Timor, CARITAS Diocese Dili, Fundacao Timor Hari'I, Pradet Timor Lorosae, JSMP/Victim Support Services, Fokupers
	UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth parliament & Student Councils) Child Protection Network Community Radio & Programme broadcasts
	UNIFEM	Encouraging Women’s Political Participation, GRB, VAW/DV law. Working with Rede Feto Secretariat and its members, Women’s Wings Political Parties, Rede Feto, FOKUPERS, FKSH, FONGTIL and LUTA HAMUTUK, Rede Feto, FKSH, and FONGTIL
Ermera	WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme
	FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy

	ILO	On 08 – 09 June 2010: consultation meeting among UNDP, UNICEF, UNFPA, WFP, FAO and ILO in Atsabe and Letefoho Sub – Districts in Ermera Labor & Income Generation Rural Development Gender Equality HIV-AIDS
	UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
	UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation Sanitation and hygiene promotion Family latrine promotion & construction Birth registration Child Protection Network Community water supply system construction/rehabilitation Community Radio & Programme broadcasts
	UNIFEM	On 03 July 2010, UNIFEM has supported the Women Parliamentary Group Timor Leste (GMPTL) to organize a District conference on maternity health, family planning and reproductive health.
	WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme Food For Work
Lautem	FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
	ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
	UNESCO	Media (Community Radio)
	UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
	UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth Parliament) Child Protection Network Community Radio & Programme broadcasts

Liquica	FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
	ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
	UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
	UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth Parliament) Sanitation and hygiene promotion Family latrine promotion & construction Child Protection Network Community water supply system construction/ rehabilitation
	WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme
Manatuto	FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
	ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
	DESA	Rural Development
	UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
	UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth Parliament) School WASH facilities construction Birth registration Child Protection Network Community Radio & Programme broadcasts

		WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme
Manufahi		DESA	Water and Sanitation Environment and Energy Infrastructure development Government
		FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
		ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
		UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
		UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth Parliament) Child Protection Network
		WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme
	Oecussi		FAO
		ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
		UNCDF	Support LDP Programme
		UNDP	Justice Programme Support to the Timorese Electoral Cycle
		UNEST	Oecussi District Resource Centre – Institutional capacity building for the political parties: UNEST Political Parties training team went to Oecusse District for the Video Presentation to Political parties’ members. This presentation occurred in 4 Sub-districts: Pante Macassar (17June), Oesilo (18 June), Nitibe (21 June) and Passade (22 June). Support to STAE and CNE
		UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme

		UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth parliament & Student Councils) Child Protection Network Community Radio & Programme broadcasts
		WFP	Maternal Child and Health Nutrition (MCHM) School Feeding Programme Food For Work
Viqueque		FAO	Agriculture and Food Security Labor & Income Generation Pro Poor Policy Advice Education Environment and Energy
		ILO	Labor & Income Generation Rural Development Gender Equality HIV-AIDS Infrastructure Development
		UNFPA	Population Census 2010 : Training and logistic support to the government Reproductive Health Family Planning Gender Based Violence Programme
		UNICEF	Maternal and Child Health Nutrition HIV/AIDS Child Friendly School (Escola Foun) Life skills based education for adolescents & youth Non formal education Adolescent & Youth participation (Youth parliament) Child Protection Network Community Radio & Programme broadcasts
		WFP	School Feeding Programme

Sources: Democratic Governance Support Unit/UNMIT _July 2010, UNDP Timor-Leste _July 2010, UNEST _July 2010, UNICEF Timor-Leste _July 2010, WFP Timor-Leste _July 2010

Annex 06: Main NGOs activities (as of July 2010)**Aileu**

Organization	Sectors	Programs
Rede Feto Secretariat & its members	Women's Political Participation	Advocacy, Capacity building and M&E

Ainaro

Organization	Sectors	Programs
Clinic Café Timor:	Family planning, maternal and child health	UNFPA provides fund to assist the training on family planning, maternal and child health, for the health staff
Belun	Non-Active	Non-active
CRDH	Human Rights, Education, Health and Agriculture	Training on Human Rights, Education, Health and Agriculture
CMADA	Agriculture and Human Rights	Training on Intensification, Intensification and diversification and Human Rights
Cruz Vermelha da Timor Leste	Community Health and Disaster Preparedness Safety Services	Water and Sanitation Disaster Preparedness and First Aid
Fuka		
FBH-Fundasaun Berdato Haburas	Justice	Justice
HIR (Hametin Ita Rai)	Agriculture, Education Human Rights	Training on food storage, improvement of local production, building marketing network Training on Civic Education and Non-formal education Training on Human Rights, received micro grant for human rights outreach program at community level
HMHP	N/A	N/A
Moris Rasik	Micro-credit	Supply Credit
Tol-Hae	Education, Agriculture Sanitation	Training on civic education, Agriculture and Sanitation
The Asia Foundation	Decentralization Local Governance Electoral Human Rights	Capacity Building

Baucau

Organization	Sectors	Programmes/Projects/Activities
Alola Foundation	Education, Health and Economy	Capacity building, education, small business empowerment as well as health programme.
Baucau Buka Hatene	Education and Economy	Capacity building and civic education
Cailalo	Education, Agriculture and Economy	Capacity building, civic education as well as agriculture and fisheries programme
Caritas Diocese Baucau	Education, Religion, Health	Education and Health
Catholic Relief Services	Health, Education, Humanitarian, Agriculture and Peace	Humanitarian relief, peace building, health, agriculture and capacity building among other programmes
Community Development Centre	Business and agriculture	Financial support, capacity building, marketing and promotion of community based enterprises.
GTZ	Agriculture	Provides capacity building and agriculture equipments.
Legal Aid/ Educasaun Comunidade Matebian	Education, Justice	Local NGO provides legal aid/private lawyer, judicial education to community and peace building
OASIS	Education	Community based organization providing capacity building to children and youth in computer and languages training
Rede Feto Secretariat & Its members (UNFETIP)	Women's Political Participation	Advocacy, Capacity building and M&E
Rede Feto, FKSH, and FONGTIL	GRB Education and socialization	produce brochures and organize TV and Radio talk shows
Community Transformation Institute (CTI)	Transitional Justice	Disseminate CAVR report
Fundasaun Edukasaun Comunidade Matebian (ECM)	HR promotion Legal assistance	Human Rights outreach with communities, Legal support to victims of sexual and gender based violence
Pastoral da Crianca, Baucau Diocese	Maternal and child health, nutrition, and children education, since antenatal and to six years of age.	The UNFPA supported fund on training for pregnant women and men involvement, monitoring and evaluation activities
REDE Feto, FOKUPERS, FKSH, FONGTIL and LUTA HAMUTUK	GRB, VAW/DV law	Provide TOT training and Capacity Development about GRB; Provide materials to realize GRB advocacy; Introduce GRB to Suco Councillor under IPWDPM as part of helping local authorities to do gender responsive planning and budgeting
Rede Feto, FKSH, and FONGTIL	GRB Education and socialization	produce brochures and organize TV and Radio talk shows
The Asia Foundation	Decentralization and education	Decentralization programme, capacity building
World Vision	Education, Humanitarian and	Works on peace building and capacity building among other

	Agriculture	programmes
Yayasan HAK	Justice and human rights	Work in human rights areas, monitoring and providing capacity building and civic education on human rights issues

Bobonaro

Organization	Sectors	Programmes
CCF	Education, Health & Economy	Formal education, Health, Rural economy development
Care International	Education, Health, Water & Sanitation, Emergency Aid	Provide access clean water & sanitation to camps of displaced people, design children magazine and provided funds for local NGO
CVTL (Cruz Vermelha Timor Leste)	Health, Water and Sanitation, Capacity Building and Emergency Aid	Implement rural water & sanitation, community mobilization & empowerment, disaster management, promotion of humanitarian values and organizational development
Fundasaun Moris Hamutuk (FMH)	Health and Agriculture	Sanitation & Agriculture
GTZ	Agriculture	Capacity building and agriculture equipments
HALARE	Agriculture	Agriculture
ARD/INR programme (Ita Nia Rai)	Mediation, Administration and to Strengthening Property Rights	Works to strengthening land policy, land data collection, dispute resolution, mediation and land administration
Lanamona	Economy	Women cooperative in micro credit
Moris Foun	Education & Human Rights	Formal & non formal education as well as human rights
Tuba Rai Metin (TRM)	Economy and Development	Micro Credit
Organizasaun Haburas Moris	Agriculture, Health, Capacity Building	Agriculture, water & sanitation and non formal education
Rural Water Sanitation Service Programme	Rural Water Sanitation and Hygiene	Rural water & sanitation. Capacity building and funds for local NGO that work for rural water projects
Worldvision	Better Future, Livelihoods Security, Health, Water and Sanitation	Peace building, child protection, youth development, household food security and infrastructure

Covalima

Organization	Sectors	Programmes
Centru Joventude Covalima	Capacity building and education	Capacity building, education, small business empowerment and health programme
Centru Comunidade Covalima	Education and Economy	Capacity building, civic education and rural women development
Hametin Lia Tatoli	Agriculture and Economy	Capacity building, education and agriculture
NGO Hadomi Malu	Agriculture and	Capacity building for farmers, research soil's quality, rice

	construction	and vegetables planting programme
Oxfam international	Health, Education, Humanitarian, Agriculture and Peace	Humanitarian relief, peace building, health, agriculture and capacity building among other programmes
GTZ	Agriculture and development	Provides capacity building and agriculture equipments, Suco development plan and justice programmes
Timor Aid	Capacity building	Training women groups support development programme
Care International	Health and Development	Health programme
Fundasaun Timor Harii	Health	Civic education and HIV
Fundasaun Comunidade Futuru	Infrastructure	Infrastructure

Dili

Font of Timorese at Nationwide	Education, agriculture, advocacy, media	English course, farmer training, water supply, human rights
Forum Tau Matan	Justice and Role of Law.	Publishing human right magazine, monitoring the persons in prison, focused on youth
Fundasaun Creche 12 November	Education, Media, Human Right and Media.	Assisting scholarship for children and human rights training
Fundasaun ETADEP	Agriculture, Infrastructure and Justice.	Rural Community development, sustainable agriculture, water supply and sanitation
Fundasaun Siao (FS)	Education, Agriculture, Infrastructure, Health and Justice.	Non formal training, hygiene sanitation, water supply, advocacy, reconciliation for peace
GFFTL	Justice and Education.	Advocacy for women in rural areas
Haburas Foundation	Environment	Protection environment and natural resources management
Hametin Timor Foun (HTF)	Education, health, agriculture and advocacy	Language and computer course, environment protection, HIV/AIDS prevention
Hamoris cooperasaun Timor Leste (HCTL)	Education, Agriculture, Infrastructure, Health, Justice	Non formal training, hygiene sanitation, water supply, advocacy, reconciliation for peace
HASETIL	Agriculture	Conducting agriculture training for farmer and NGOs
Ita Ba Pas	Justice	Focusing monitoring o security sector, and reconciliation among the martial art conflict
Justice and Peace Commission	Justice	Work for human right and moral of humanity according to catholic doctrine.
Knua Buka Hatene (KBH)	Education, Justice.	Provide access to vocational training, and community education programme.
KSTL Labour Syndicate	Justice and Economy.	Protect and provide information on the right of labor.
LABEH	Justice and Economy.	Monitoring human right process, transparency and accountability in state institution.
LAIFET	Justice, Agriculture and Economy.	Work for labor right, assist development of small enterprise.
Lao Hamutuk	Human Rights	Monitoring bilateral and multilateral assistance by UN/UN agencies. The NGO play in advocacy role on sensitive issues (Timor Sea treaty, CAV, CAVR); provide settle kind of recommendation for the government.

LUTA HAMUTUK	Politic, Education, Economic.	Civic Education, accountability and transparency issues
PRADET Timor Leste	Health	Assisting in supporting the programme of mental illness or trauma (psychological recovery and development)
Press Club	Media	Advocate freedom of speech and the press itself
Prontu Atu Serbi	Education, Agriculture, Health and Justice.	Professional training for youth, promotion for prevention disease, training human right for community in gender
PSCT	Education and Justice	Research and analysis for peace building and reconciliation in community
Rede Feto	Education and Gender	Promoting and role of women of leadership
RENETIL	Role of Law, Justice	Monitoring the functioning of national Parliament (parliament watch)
RMDH	Justice, Role of Low.	Monitoring Human Right situation.
SJTL (Journalist Syndicate).	Justice, Media.	Work for right of Journalist, Provide policy and regulation for government of media Communication.
Timor-Leste International Development Studies (TIDS)	Economic, agriculture, health and social.	Research and development studies for economic development, technical agriculture, prevention of HIV/AIDS.
Timor Aid	Education, Health, Economic.	Providing relief services of health, civic education, capacity building, advancement of the women, micro credit.

Ermera

Organization	Sectors	Programmes
HAI	Health	Health Programmes/ capacity build in family planning
TAIS	Health	Health Programmes/Immunization programme and SISCA
Frontline	Health	Health programmes/family Planning and SISCA
Share	Health	Health programmes/ Capacity building and Health
Edmund Rice	Health	Health Programmes/SISCA
CCT	Health	Health Programmes/family planning
Marie Stopes	Health	Health Programmes/ family panning
Alola Fundacao	Health	Health Programmes/Breast feeding
Clinica Nossa Senhora Fatima	Health	Health programme/ treatment
HIM	Health	Health programme/ Water and Sanitation
Peace Win	Agriculture	
NRC	Infrastructure rural	Youths/ Primary Education
Timor Global	Agriculture	Agriculture programmes

Lautem

Name of Civil Society Organization	Program/Project/Activity
Alola Fondation	Cooperative and health
Assisiaun Pikuario	Animal health, Vaccination, Training on the prevention of Animal Disease
Beltatres	Agriculture, Water and sanitation and Vocational Training (sewing course, computer course)
Civic Global	Income Generation, Construction (School rehabilitation), Clean water, Women group supporting, chicken growing manner, School Children Entertainment Provision
Concern	Nutrition, Water and Sanitation, Agriculture and Irrigation
Esperanca Loro Sae (ELSA)	Health and Education (Pre-secondary School, Training, English Course, civic education on child rights and citizenship right)
Fraterna	Agriculture and Forestry, Income generation, Production of risk disaster, construction, capacity Building, Peace building
Fuftilo	Formal Education, Training on welding, Electricity and handicraft
Fundamor	LSBE, HIV/AIDS, Handicraft
HMF	Leadership, Gender, Finance management Training
HFTL	Literacy, Women Capacity Building, Environmental Socialization, Gender Equity, Advocacy, Cooperative, Monitoring and Evaluation on Suco election
Hope House	Orphanage and Education
ICATUTUNU	Sanitation, Education, Health, Agriculture, Clean Water
Kolping	Agriculture (Training on how to use local product as good food: Tempe & Tahu)
Luzeiro	Education (Civic education on human rights and gender equity and Illiterate.
Loroship	Handicraft, Youth Development through Agriculture, Group capacity
Masinu Fundasaun Timor Leste	Leadership Training, Farming Training, Health Promotion, Child Protection, Water and sanitation
MDM	Health and Training
Moris Rasik	Credit provision for the widowers and members of group 517
Natureza	Health Promotion, Environmental protection, Water and Sanitation, Advocacy
ONE	Sexual Violence Prevention, Human rights, Computer course, Agriculture cooperative, Income generation, Health promotion
Plan TL	Sanitation, Youth Vocational training, Canalization, Clean water assessment
Prospek	Livelihood Security and Irrigation
Rede Forum Interesse Komunidade	Advocacy, Control social, civic education
SCJP	PVS, Advocacy, Lidership, Civic Education
SOLS	English course, Since of Live, Comparative Study
Transformasaun	Kindergarten, English course, Computer course, fishery, Livestock and Health
Verupupuk	Agriculture and advocacy
TID	Justice and Peace, advocacy, Plant for industry

Liquica

Organization	Sectors	Programmes
Clinic Café Timor	Mother- Child Health, Family Planning	The UNFPA provide fund to assist the training on Family planning for the health staff
Rede Feto Secretariat & Its members	Women's Political Participation	Advocacy, Capacity building and M&E
Fundasaun Moris Foun (FMF)	HR promotion	Human Rights outreach with grassroots communities

Manatuto

Organization	Sectors	Programmes
Rede Feto Secretariat & Its members	Women's Political Participation	Advocacy, Capacity building and M&E

Manufahi

Organization	Sectors	Programs
Save Children	Health and Nutrition	Health and Nutrition and socialization for children protection
Mercys Cop	Agriculture	Food security
CONCERN	Health & Agriculture	NRM, nutrition prevention
Trocaire	Disaster	Capacity building and Health
Rural development-RDP3	Agriculture, Infrastructure	Rural Development
NGO LABEH	Good governance	Distribution of MTCI rice

Oecusse

Organization	Sectors	Programmes
AHCAE (Asosiasaun Haburas Capacidade Atoni Enclave)	Agriculture and Water and Sanitation	Agriculture and Water and Sanitation
BIFANO (Binibo Faif Nome)	Agriculture and Training	Agriculture and Training
Belun	Education	Training and Local NGOs Support
CARITAS	Agriculture	Community empowerment, agriculture, and Training
CECEO	Agriculture	Agriculture and Training
CFEO (Centru Feto Enclave Oecussi)	Training	Training, Women Empowerment, and Peace and Reconciliation
Centru Juventude	Culture	Youth Development and cultural Development
Fundasaun Esperansa Enclave Oecussi	Training	Training and Agriculture
FFSO (Fundasaun Fatu Sinai Oecussi)	Advocacy and Training	Legal Aid Support
FPWO (Forum Peduli Wanita Oecussi)	-Training for Youth (PAS Programme) -Hygiene Promotion -Advocacy	Women Empowerment, Training and Capacity Building

Oxfam Australia	<i>Not Provided</i>	<i>Not Provided</i>
OZGreen Timor-Leste	<i>Not Provided</i>	<i>Not Provided</i>
Timor Aid	Illiteracy project Tais Weaving Project	Training and Capacity Building
World Neighbors	Various	Health Programme, Water and Sanitation, Agriculture, Training, and Human Rights and Justice
TAIS	SISCA Implementer	Health Programme
Youth in Action	Education	Civic Education and Human Rights

Viqueque

Organization	Sectors	Programmes
Hametin Domin (HAMDO)	Non Formal Education, Agriculture, Health, Gender, Human Right	Training and capacity building, vegetable planting and keeping pet, provide counseling to people who have tortured, domestic violence, promote child right, etc.
Fundasaun Timor Oan Hamutuk (FTOHA)	Education, Agriculture, Gender and Child	Training, capacity building and civic education
Fundasaun Haksolok Timor-Leste (FHTL)	Education and Agriculture	Training, and capacity building
Associasaun Juventude no Estudante	Agriculture, Education and Counseling	Youth empowerment, agriculture, capacity building and Training
Kaer Liman Servisu (KALISE)	Education, Health, Water Supply and Monitoring	Training, capacity building, civic education and water and sanitation
CIACS	Cooperative and Agriculture	Training, capacity building and economic development
INURITIL	Agriculture, Health and Cooperative	Capacity building, civic education and training
CFSV	Non Formal Education	Training, capacity building and Advocacy
LACASAI Foundation	Advocacy, Agriculture, Health and Economic	Civic education, training on environment, capacity building, etc.



Annex 07: CNE and STAE: Basic Data

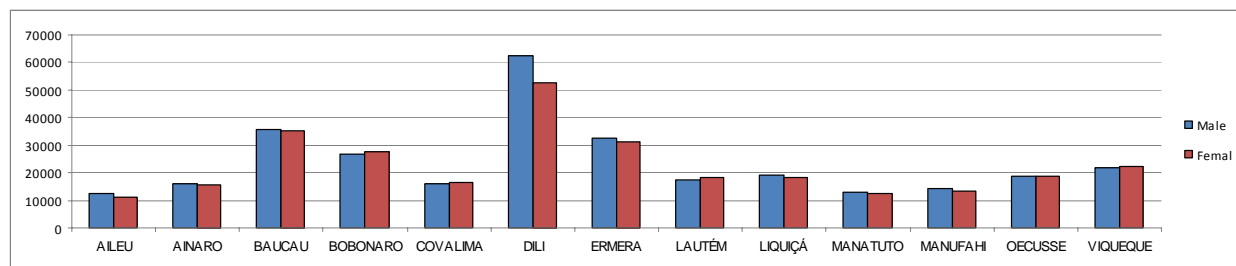
Voter Registration 2010 Results

Together with the launching of the 2009 Community Elections Women Participation Booklet, on the 5th July STAE presented the official final results of the Voter Registration 2010 and Electoral Database (ADB) update. The results were signed on June 28th in STAE HQ in Dili, together with CNE, District administrators and PNTL. The process was conducted into six different phases, each one covering specific districts, after the conclusion of the process; the total number of voters' registered in the country is 599.465, which represents an increase of approximately 11.000 new voters' after the Suco Elections occurred in 2009. Over the total number of voters', 50.96% (305.472) are male and 49.04% (293.993) female, being the districts of Dili (54.20% - 45.80%), Aileu (52.41% - 47.59%) and Manufahi (51.59% - 48.41%) the districts with the largest male participation, and Lautém (51.49% - 48.51%), Viqueque (50.73% - 49.27%) and Bobonaro (50.70% - 49.30%), the districts with largest female participation.

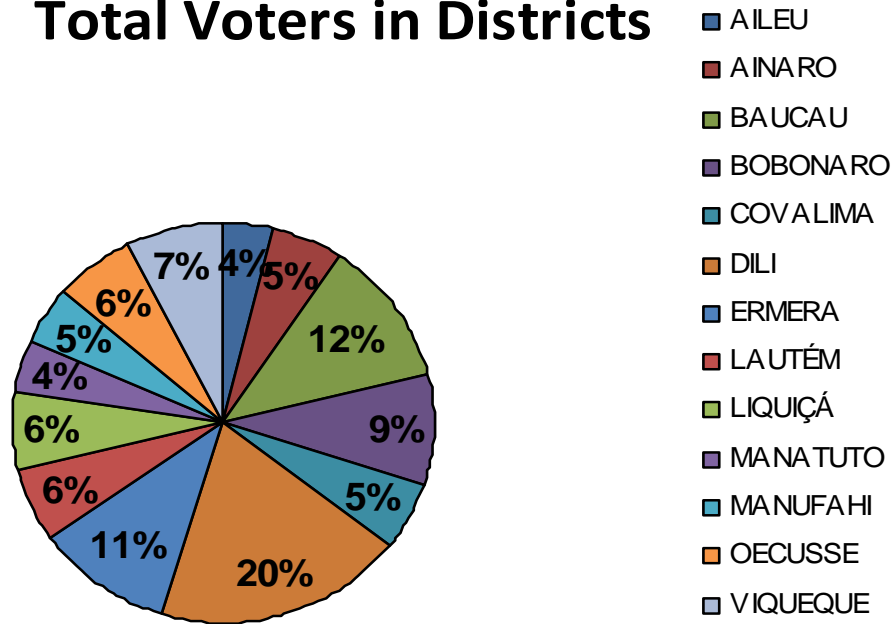
Table: The results distributed by district and disaggregated data

Total Voters in Districts						
No.	District	Male	Male (%)	Female	Female (%)	Total
1	AILEU	12391	52.41	11253	47.59	23644
2	AINARO	16016	50.58	15651	49.42	31667
3	BAUCAU	35546	50.14	35352	49.86	70898
4	BOBONARO	26733	49.30	27493	50.70	54226
5	COVALIMA	16020	49.49	16351	50.51	32371
6	DILI	62456	54.20	52777	45.80	115233
7	ERMERA	32403	51.06	31060	48.94	63463
8	LAUTÉM	17227	48.51	18287	51.49	35514
9	LIQUIÇÁ	19009	50.98	18281	49.02	37290
10	MANATUTO	12814	50.49	12564	49.51	25378
11	MANUFAHI	14489	51.59	13594	48.41	28083
12	OECUSSE	18528	49.58	18842	50.42	37370
13	VIQUEQUE	21840	49.27	22488	50.73	44328
TOTAL		305472	50.96	293993	49.04	599465

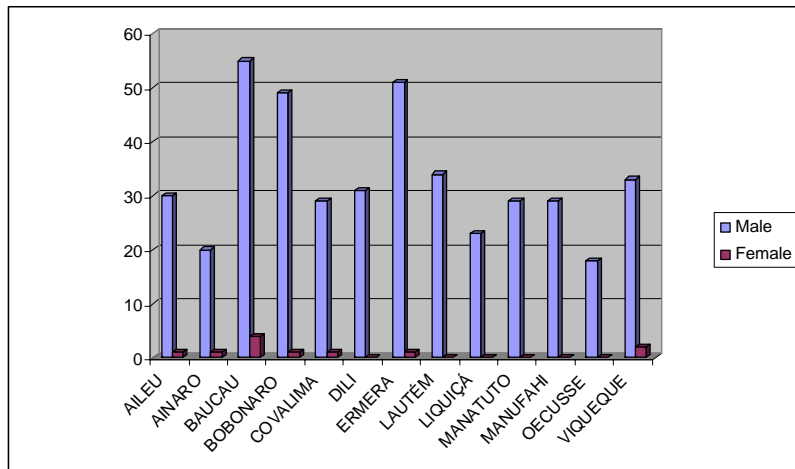
Source: UNEST, June 2010



Total Voters in Districts



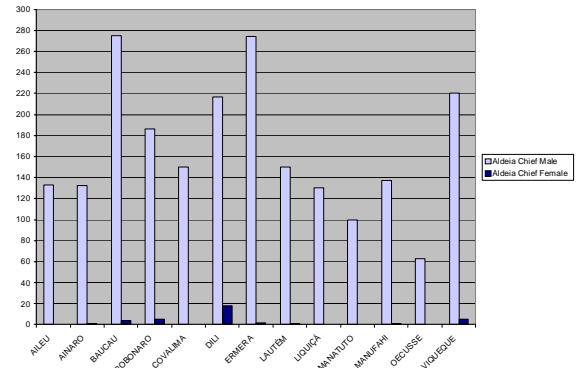
Results of New Suco Chiefs by Gender and Districts



Gender Breakdown of the Results for Aldeia Chiefs

DISTRICT	N° of Sucos	N° of Lists of Candidates	Total of Candidates	New elected Aldeia Chiefs	
				Male	Female
AILEU	31	91	1920	133	0
AINARO	21	75	1828	132	1
BAUCAU	59	122	2622	275	4
BOBONARO	50	124	2484	186	5
COVALIMA	30	98	2148	150	0
DILI	31	76	2134	217	18
ERMERA	52	153	3474	274	2
LAUTÉM	34	77	1624	150	1
LIQUIÇÁ	23	70	1858	130	0
MANATUTO	29	73	1384	100	0
MANUFAHI	29	84	1806	137	1
OECUSSE	18	83	1606	63	0
VIQUEQUE	35	81	1988	220	5
Total	442	1.207	26.876	2.167	37
				98,3%	1,7%

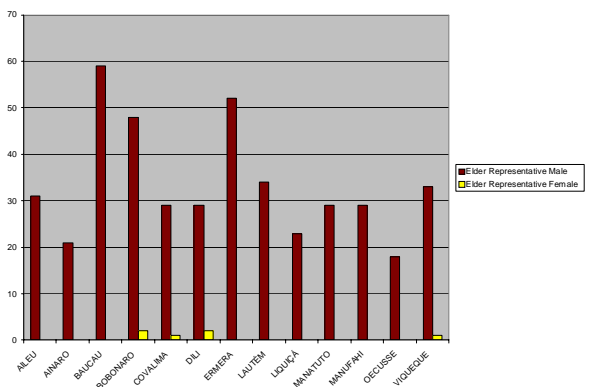
Results of the Aldeia Chiefs by Gender and Districts



Gender Breakdown of the Results for Elder Representatives

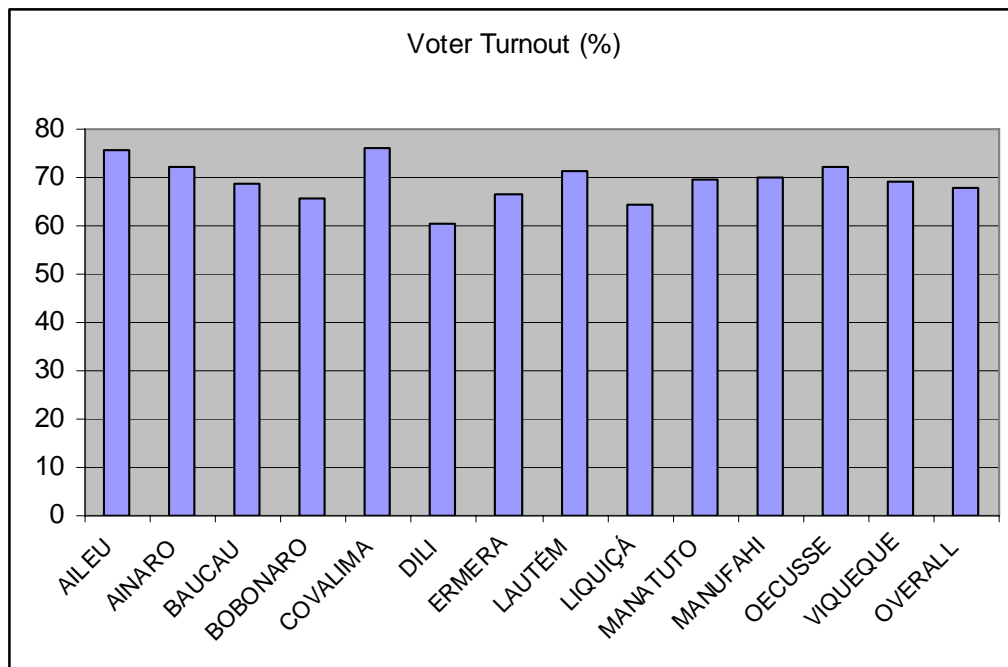
DISTRICT	N° of Sucos	N° of Lists of Candidates	Total of Candidates	New elected Elder Representatives	
				Male	Female
AILEU	31	91	1920	31	0
AINARO	21	75	1828	21	0
BAUCAU	59	122	2622	59	0
BOBONARO	50	124	2484	48	2
COVALIMA	30	98	2148	29	1
DILI	31	76	2134	29	2
ERMERA	52	153	3474	52	0
LAUTÉM	34	77	1624	34	0
LIQUIÇÁ	23	70	1858	23	0
MANATUTO	29	73	1384	29	0
MANUFAHI	29	84	1806	29	0
OECUSSE	18	83	1606	18	0
VIQUEQUE	35	81	1988	33	1
	442	1.207	26.876	436	6
				98,6%	1,4%

Results of the New Elder Representatives by Gender and Districts



Turn-out by District

DISTRICT	Voters registered	Turnout	%
AILEU	22.888	17.282	75,51
AINARO	31.260	22.552	72,14
BAUCAU	69.591	47.939	68,89
BOBONARO	53.046	34.797	65,60
COVALIMA	31.926	24.282	76,06
DILI	110.104	66.768	60,64
ERMERA	62.911	41.744	66,35
LAUTÉM	35.529	25.373	71,41
LIQUIÇÁ	37.216	23.972	64,41
MANATUTO	24.842	17.229	69,35
MANUFAHI	28.031	19.603	69,93
OECUSSE	37.015	26.666	72,04
VIQUEQUE	44.034	30.416	69,07
Total	588.393	398.623	67,75

Turnout by District

Source: United Nations Electoral Support Team, June 2010

President Ramos Horta Visits CNE

On 23 July the President of the Republic visited CNE HQ in order to meet with the CNE Commissioners, CNE staff and UNEST advisers to assess the institution's preparations towards next National Elections. The Chairman of the CNE Mr. Faustino Cardoso presented the main activities conducted by CNE during the first semester of 2010. In the meeting the CNE commissioners raised their main concerns, mainly regarding the limited funds that the CNE has to conduct their electoral activities. The President mentioned the possibility to mark the presidential elections in early 2012 (January) and not in April, as happened in 2007, in order to give enough time for the transition between Presidential periods. President Ramos Horta took the opportunity to thank the United Nations Electoral Support Team UNEST (UNDP-UNMIT) for the support provided to this institution and made an appeal to the donor community to continue supporting the UNDP Electoral Project financially.

RDTL Electoral Observation Mission to Japan

A Timorese Delegation headed by the Director of STAE Tomás Cabral and with the participation of other Directors and Senior Officers from the Ministry of State Administration and Territorial Management went to Japan to observe the Upper House Elections that took place on 11 July 2010. This kind of visit gives them exposure to different ways of electoral organization and is a way to facilitate the exchange of information and gaining new ideas and exposure to good practices in electoral administration. The Observation Mission was supported by the Japanese Government and UNDP Timor-Leste.

UNDP GPECS Approves a Financial Contribution to the UNDP Support to the Timorese Electoral Cycle Project

Elections are the cornerstone of democracy yet elections that reflect the will of the people depend on far more than how voting day is run. Their credibility depends on a complex interplay of electoral laws, rights, systems and institutions that transcend any one election event. In addition, as necessary as elections are, they alone are not sufficient for the consolidation of a society based on democratic principles and good governance. Democratic governance requires inclusive participation, responsive institutions and respect for human rights, equality, accountability and transparency. With this comprehensive picture in mind, and in response to a growing demand for its support, UNDP has established the Global Program for Electoral Cycle Support (GPECS). This program sets out a harmonized and process-driven, rather than event-driven, approach to electoral support. It helps ensure that developing countries receive the support they need while offering donors a single window through which to invest strategically in elections and in deepening democracy. GPECS is currently funded by Government of Spain and the Canadian International Development Agency (CIDA). With the support of the Spanish Government and the Spanish Agency for International Cooperation and Development (AECID), in June 2010 GPECS has agreed to support the UNDP Support to the Timorese Electoral Cycle Project for the period 2010-2011. The financial contribution will help the UNDP Project to consolidate democracy in the country and accelerate human development in Timor-Leste particularly in the areas of women mainstreaming and strengthening the institutional capacity of the political parties in preparation of the upcoming electoral processes.

Commission for the Revision of the Electoral Laws

The Minister of State Administration and Territorial Management, Arcângelo Leite, issued a Ministerial instruction to re-start the activities of the Commission for the Revision of the Electoral Laws. The Commission is chaired by the Secretary of State Florindo Pereira, and participate the Director of STAE, STAE staff and UNEST advisers. The objective of the Commission is to revise all the electoral legislation towards the 2012 elections and recommend changes and/or amendments when necessary. The Commission has started with the revision of the Law on the Parliamentary Elections. The main reason for this revision is due to some inconsistencies in the legal framework.

South-South Cooperation Mexico / STAE

On 21 July the Ambassador of Mexico to Timor-Leste, Dr. Melba Pria, visited the Director of STAE Mr. Tomás Cabral as part of her periodical trip to Timor-Leste. The purpose of her visit was to evaluate the Mexican cooperation in the electoral area with STAE. The main activities developed in 2009 were: A Delegation of 5 members of STAE participated in a one week Electoral Workshop organized in Mexico City by the Mexican Electoral Management Body IFE on Municipal Electoral System in March 2009 and a Delegation from IFE Mexico participated in the Electoral Workshop organized in Dili by CNE and UNEST in November 2009. These activities have been conducted in coordination with UNEST as part of the South-South cooperation strategy. For the near future the activities planned are: the Mexican support in the electoral training program from STAE in coordination with INAP and the Mexican advice on the Community and Municipal Elections legislation.

UNEST Learning Sessions

As part of the Learning Sessions organized by UNEST for its staff, Jessie Lagrosas, UNEST IT adviser to CNE, Olga Rabade, UNEST Legal adviser to CNE and Rodrigo Elias, IT adviser to STAE gave informative sessions in May and June. The first session “Philippines National and Local Elections”, given by Jessie Lagrosas, was based in his observations during the electoral observation mission in May for the Philippine's National and Local Elections. It was the first time that the Philippine's Commission on Elections' (COMELEC) implemented an Automated Election System (AES) in a nationwide scale. Jessie and the CNE commissioners observed the campaign period, the testing of the Precinct Count Optical Scan (PCOS) machines, the Election Day, and the tabulation and consolidation of results and presented his conclusions and issues raised. The session gave by Olga Rabade “Review of Legislation related to the setting of General Elections” focused on general elections (presidential and legislative) legal basis, the organs of sovereignty in Timor-Leste, the setting of these elections and issues needed to be taken in consideration for the convening of general elections. The session presented by Rodrigo Elias focused on the “Exhibition and Challenge process” for 2010. He explained the objectives, calendar, the public campaign implemented and a comparison between Registration Process and the Exhibition and Challenge Process.

After-Action Review 2010 Voter Registration Exercise

On 06 July UNEST organized a retreat to discuss on the main concerns and the possible solution for the problems faced during the Voter Registration 2010 process. The participants were the CTA, Andres del Castillo; the Coordinator of the Electoral Advisers, Vera Monteiro; the advisers Raffaele Ditadi and Rodrigo Elias and all the Electoral UNV.

The participants discuss two main subjects: STAE Voter Registration 2010 results and the CNE Monitoring Process and Findings. After an all morning discussion the advisers announced the observations and recommendations based on the several reports written by the Electoral officers of both STAE and CNE. These were divided in 4 main areas: Voter Education, Voter Registration, Monitoring and Administrative, Logistics and Security.

The conclusions were presented to all UNEST members during the staff meeting, through a presentation conducted by Maria del Huerto Llorente and Sonia Rodrigues, the presentation was aimed to demonstrate the concerns and solutions suggested for the four areas discussed. The main recommendations include:

Voter Education area, it was recommended to utilize the Suco Chief to spread information among the population in the remote areas. Also, it was strongly suggested that a legal awareness campaign should be conducted in all districts with the relevant parties (STAE/CNE/PNTL/UNPOL, etc) in order to explain the legal framework involved in the Voter Registration process as well as the electoral offences existent in the penal code.

Voter Registration area, it was suggested to produce a manual including all the Voter Registration procedures as well the legal implications and the technical details of how to use the Data base system.

Voters' roll, it was suggested that an extra copy to be produced and sent to each Suco in order to allow STAE to place one in a public place and have the second copy as a safety place in case the original is damaged or stolen.

Monitoring area, the concerns were focused about the CNE lack of infrastructure, especially in the transportation and communication system, and was suggested that STAE and CNE should coordinate their activities and attempt to travel together or even utilize the commissioners' vehicles during the periods when activities are placed in the district. The final document with all the recommendations will be translated into Tetum and passed to the CNE and STAE authorities.

Annex 08: List of Abbreviations

	Acronym	Description	
A	AAD	Adjunto Administração do Distrito/ Deputy District Administration	
	AHCAE	Asosiasaun Haburas Capacidade Atoni Enclave	
B	BIFANO	Binibo Faif Nome	
	BNU	Banco Nacional Ultramarino	
	BPU	Border Patrol Unit	
C	CCI	Chamber of Commerce and Industry (Camara de Comercio e Industria)	
	CDO	Community Development Officer	
	CDO	Community Development Officer (Responsavel pelo Desenvolvimento da Comunidade)	
	CDSD	Sub District Development Committee (Comite de Desenvolvimento do Sub Distrito)	
	CDSD/LDP	Sub District Development Committee/Local Development Program (Comissaun de Desenvolvementu ba Sub Distritu/ Programa Desenvolsimentu Local)	
	CE	Civic Education	
	CFSV	Service Training Center (Centru Formasaun de Servisu)	
	CIACS	Information Center of Agriculture and Suco Food Court (Centru Informasaun de Agricultura e Cantina do Suco)	
	CJC	Covalima Youth Center (Centru Juventude Covalima)	
	CJDDC	Commission of Covalima District Disaster Management (Comisaun Jestaun Desastres Distritu Covalima)	
	CVTL	Timor-leste Red Cross (Cruz Vermelha Timor-Leste)	
	D	DA	District Administrator
		DDA	Deputy District Administrator
DDO		District Development Officer	
DDP		Decentralized Development Package	
DN		National Director (Director Nasional)	
DNAAS		National Directorate of Support to Suco Administration (Diresaun Nasional Apoio Administrasaun Suco)	
DNAF		National Directorate of Finance and Administration (Diretoria Nasional Administrasaun no Finansas)	
DNAL		National Directorate for Local Administration (Diretoria Nasional no Administrasaun Local)	
DNDLOT		National Directorate of Local Development and Territorial Management (Diretoria Nasional no Desenvolvementu Local Administrasaun Territorial)	
DSADO		Department of Sanitation and Water of Oecusse (Direcção de Saneamento e Agua do Distrito de Oecussi)	
DTP		Director of Land and Property (Director Terras e Propriedade)	
E		ECM	Educasaun Comunidade Matebian
		EDTL	Electricity of Timor-Leste
	EKD	District Joint Team under Decentralized Development Package	
	ETDA	East Timor Development Agency	
F	FAO	Food and Agriculture Organization	
	FEO	Centru Feto Enclave Oecussi	
	F-FDTL	FALINTIL- Força Defesa Timor-Leste	
	FFSO	Fundasaun Fatu Sinai Oecussi	
	FMH	Fundasaun Moris Hamutuk	
	FONGTIL	Forum Organisaun Naun Governamental Timor-Leste	
	FPWO	Forum Peduli Wanita Oecussi	
	FTOHA	Fundasaun Timor Oan Hamutuk	
	FHTL	Fundasaun Haksolok Timor-Leste	
	FY	Fiscal Year	
G	GMPTL	Grupo das Mulheres Parlamentares de Timor-Leste	

	GTZ	German Technical Cooperation (Gesellschaft für Technische Zusammenarbeit)
H	HAMDO	Hametin Domin
	HASATIL	Promoting Agriculture Society of Timor Leste (Haburas Sossiedade Agricultura de Timor Leste)
	HIV/AIDS	Acquired Immuno Deficiency Syndrome (Human Immunodeficiency Virus)
I	ILO	International Labor Organization
	INAP	National Institute of Public Administration
	INURITIL	Popular Development Center (Centro de Desenvolvimento Popular)
	IOM	International Organization for Migration
J	JICA	Japan International Cooperation Agency
K	KALISE	Kaer Liman Servisu
L	LDF	Local Development Fund
	LDP	Local Development Programme
M	MDG	Millennium Development Goals
	MoU	Memorandum of Understanding
	MP	Members of Parliament
	MSATM	Ministry of Administration and Territorial Management (Ministério da Administração Estatal e Ordenamento do Território)
	MSS	Ministry of Social Solidarity
	MTCI	Ministry of Tourism, Trade and Industry (Ministério do Turismo, Comércio e Indústria)
N	NGO	Non-Governmental Organization
	NP	National Parliament
O	OGL	Local Government Officer (Ofisial ba Governansa Local)
	OHM	Organizasaun Haburas Moris
P	PD	Democrat Party (Partido Democrático)
	PDHJ	Provedor of Human Rights and Justice Human Rights(Provedor Direitos Humanos e Justiça)
	PDS	Suco Development Plan (Plano Desenvolvimento Suco)
	PM	Prime Minister
	PNTL	National Police of Timor-Leste (Policia Nacional de Timor-Leste)
R	RDP	Regional Development Project
	RWSSP	Rural Water Sanitation Service Programme
S	SAS	Serviço Agua e Saneamento Water and Sanitation Service
	SDA	Sub District Administration
	SDP	Suco Development Plan
	SEPI	Secretary of State for the Promotion of Equity (Secretaria de Estado da Promoção da Igualdade)
	SERAO	Regional Secretary of State for Oecusse Administration (Secretaria de Estado Regional para a Administracao de Oecusse)
	SoS	Secretary of State
	STAE	Technical Secretariat for the Administration of Elections (Secretariado Técnico de Administração Eleitoral)
	SAA	Suco Administrative Assistant
T	TAF	The Asia Foundation
U	UNCDF	United Nations Capital Development Fund
	UNDP	United Nations Development Programme
	UNEST	United Nations Electoral Support Team (UNDP/UNMIT)

	UNMIT	United Nations Integrated Mission in Timor-Leste
	UNPOL	United Nations Police
	UNTL	National University of Timor Leste (Universidade Nasional de Timor- Leste)
V		
	VPM	Vice Prime Minister
W		
	WFP	World Food Programme
Y		
	Y-ACTS	Youth an Action to work sustainability
	YDP	Youth Development Funds