



# LOCAL GOVERNANCE REPORT

JANUARY / FEBRUARY  
2010

*Local Governance Report is prepared by the  
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# DISTRICT ADMINISTRATION

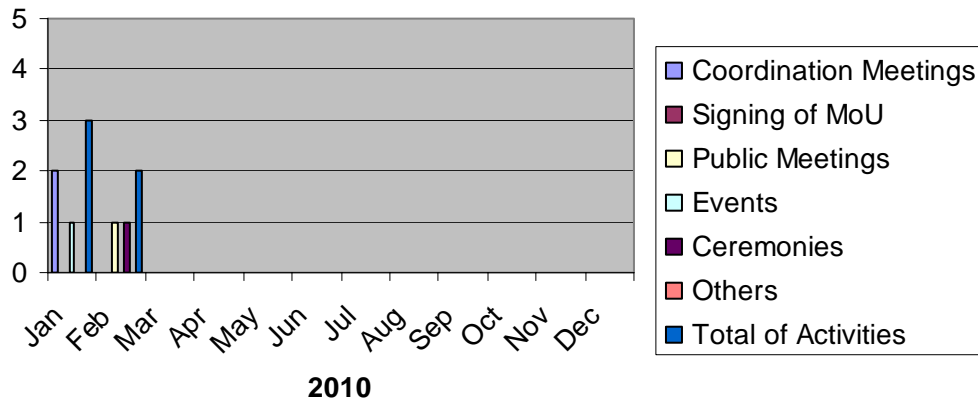
## Main Activities of the District Administration

From January to February 2010, the activities organized by the District Administrators are indicated as follows:

### BAUCAU

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

### Activities of the District Administration of Baucau



### January 2010

- 18 January 2010: Announcement of the Local Development Program (LDP) Fund in Baucau by the Minister of MSATM Arcangelo Leite. The **event** was attended by about 100 participants ranging from Sub-district Administrators, Suco Chiefs, department representatives, members of LDP assembly, civil societies and media.

<sup>1</sup> Coordination Meetings: Meetings at which discussions and planning on events (see footnote 3 below) take place.

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

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

2. 20 January 2010: A **coordination meeting** was organized by Baucau municipal preparation committee to create their work plan for this year. Around 30 members of the committee from each department and district administration attended the meeting held in the district hall. The meeting was closed to members of the public.
3. 27 January 2010: The district administration organized a security **coordination meeting**. Participants were from PNTL, F-FDTL, Sub-district Administrators, UNPOL and district administration. The objective of the meeting was to share and update information on security issues in the district.

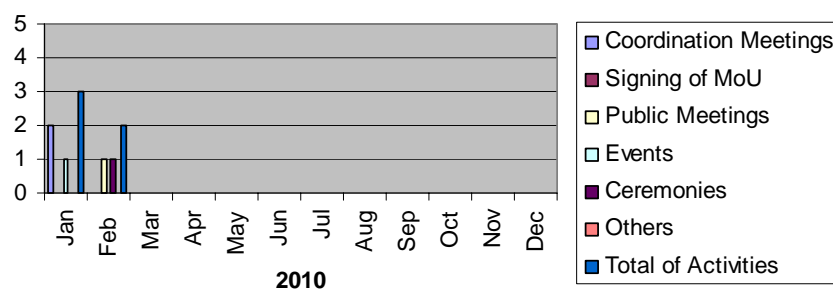
## February 2010

1. 17 February 2010: There was a **ceremony** attended by National Directorate of Support to Suco Administration (DNAAS) Director Celestino Marques to distribute 59 new motorbikes to Suco Chiefs. This was held at the district hall. The objective of the distribution of motorbikes is to facilitate the works of the Suco Chiefs in their respective communities.
2. 18 February 2010: Committee A of the National Parliament held a **public meeting** on the draft law of domestic violence to Suco Chiefs, public servants, Sub-district Administrators, civil societies and members of PNTL at the Diocese Hall. The objective of the exercise was to gather public comments, suggestions and recommendations to improve the draft law.

## BOBONARO

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

**Activities of the District Administration of Bobonaro**



## January 2010

1. 7 January 2010: A team from MSATM conducted **minimum condition evaluation** for 2009 LDP. The objective of the exercise is to evaluate the minimum condition that should be followed by Sub-district and District Assembly in terms of planning, accountability, transparency and execution of the programs as an indicator to achieve 2010 Local Development Fund.
2. 21 January 2010: The Minister of MSATM Arcangelo Leite announced the 2010 budget allocation for the LDP. The amount for Bobonaro district was US\$293,000. The **event** took place in district administration office and approximately 90 people were present. Attendees composed of Sub-district Administrators, community leaders, heads of sectors, PNTL, F-FDTL, civil societies and media.

## February 2010

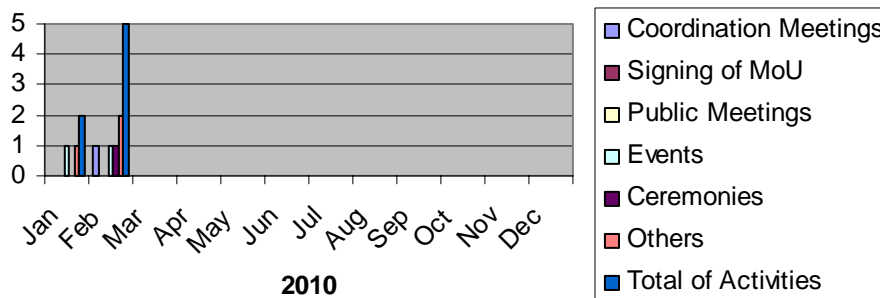
1. 9 February 2010: Director of DNAAS Celestino Marques distributed 50 motorbikes to 50 Suco Chiefs. The **ceremony** was held in Bobonaro district administration office and was attended by local government, department representatives, community leaders and local media. The objective of the distribution of motorbikes is to facilitate the works of the Suco Chiefs in their respective communities.
2. 8-12 February 2010: INAP conducted a one week **training course** on Office Management to civil servants from district & sub-district administration staff as well as other sectors. 22 civil servants participated in this training that was held in Bobonaro district administration hall. The objective of the training was to improve ability and knowledge of the each civil servant's roles and responsibilities in their work place.
3. 15 February-1 March 2010: DNAAS conducted **recruitment interviews** for Suco Administrative Assistants. Interviews were held in each sub-district's administration office. The aim of hiring these personnel is to support suco activities and keep a record of suco administration in their respective sucos.

## 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
Signing of MoU	0	0											0
Public Meeting	0	0											0
Events	2	1											2
Ceremonies	0	1											1
Others	0	2											3
<b>Total of Activities</b>	<b>2</b>	<b>5</b>											<b>7</b>



## Activities of the District Administration of Covalima



### January 2010

- 10 January 2010: The office of Justice Facility in Suai conducted a **workshop** for Suco chiefs and Suco Councils to educate them on justice systems and processing cases, and also enable them to observe and monitor problems in their respective areas.
- 19 January 2010: SoS for Administrative Reform and his team announced the Local Development Fund 2010 for Covalima district with the total amount US\$196,000. The **event** took place in the district hall and was attended by members of Sub-district Development Commission, Suco Chiefs, heads of sectors and NGO representatives. There were about 80 participants in total.

### February 2010

- 15 February 2010: SoS for Former Combatants of National Liberation Mario Nicolau dos Reis and his team visited Suai and socialized Alteration Law no. 9 July 2009 of Statute of National Combatants Liberation. The primary objective of the **event** was to inform leaders and combatants about the categories and payment system including the renewal of beneficiaries. The secondary objective was for the Sub-district Administrators to be able to understand the whole process so that they can share the information and laws to the community at grassroots level. The 54 attendees included Sub-district Administrators, combatants, Suco chiefs and other sub-district representatives.
- 15-20 February 2010: DNAAS conducted **recruitment interviews** for Suco Administrative Assistants. Interviews were held in each sub-district's administration office and 30 people were recruited for each suco.
- 16 February 2010: 7 Sub-district Administrators conducted a **coordination meeting** with DDA, BPU officer in-charge in Covalima, F-FDTL Commander from Tilomar Post and F-FDTL Commander Maj. Rai Ria at Covalima hall to share information on the security situation in Covalima district, particularly on "ninja" activities.
- 23-25 February 2010: Commission of Covalima District Disaster Management (CJDDC), conducted a one-day **workshop** to address natural disasters. The objective was to strengthen working relationships to handle natural disasters in Covalima District. The participants included Chiefs of Department, NGOs, F-FDTL and SAS.

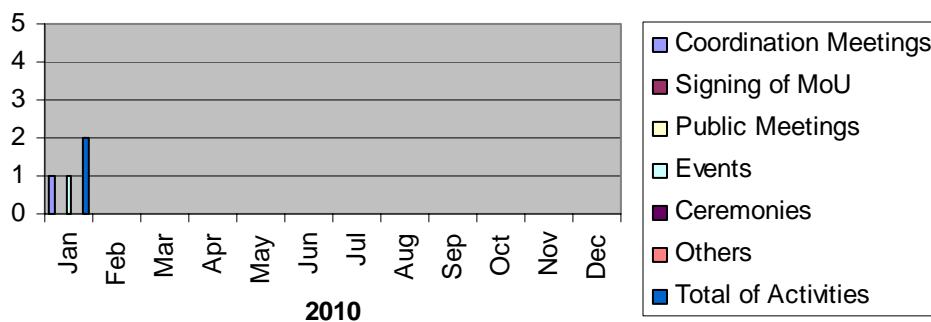
The Deputy District Administrator of Covalima, Teopilo do Carmo opened the workshop.

5. **26 February 2010:** Director of DNAAS Celestino Marques conducted a **ceremony** with 30 Suco Chiefs and 7 Sub-district Administrators on motorbike distribution to all 30 Suco Chiefs to support their programmes in the villages.

## OECUSSI

Activities of the District Administration	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Coordination Meetings	1	N/A												1
Consultation Meetings	0	N/A												0
Signing of MoU	0	N/A												0
Public Meeting	1	N/A												1
Events	0	N/A												0
Others	0	N/A												0
<b>Total of Activities</b>	<b>2</b>	<b>N/A</b>												<b>2</b>

### Activities of the District Administration of Oecussi



### January 2010

1. 8 January 2010: The District Administrator and all chiefs of departments visited Sune Ufe village and held a **public meeting** with members of the community (agriculture group). The objective of the meeting was to share information with the village community and get feedback from the villagers as well as understand their agriculture problems that they faced daily. About 50 farmers participated in the meeting.
2. 27 January 2010: The District Administrator held a **coordination meeting** with all chiefs of departments in Oecussi at his office. The objective of the meeting was to coordinate with all Chiefs on the sharing of responsibilities to assist STAE to ensure the successful updating of voter registration activities in Oecussi, which was done in the period 1 – 6 February 2010.



**February 2010**

Up to the date of issuance of this report, the February figures were not available. They will be included once it is provided by the District Administrator.

**Official Documents**

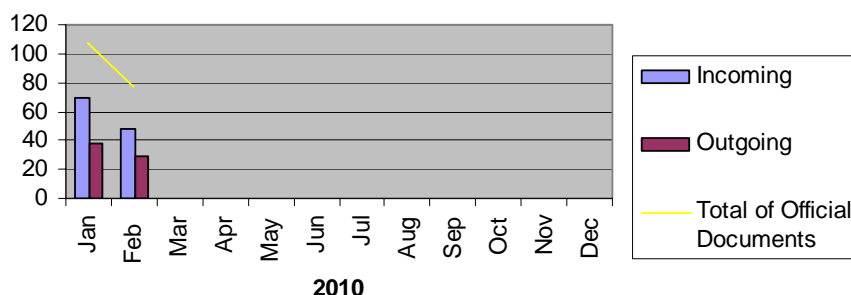
From January to February 2010, District Administrators received and sent the following documents:

**BAUCAU**

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	70	48												118
Outgoing	38	29												67
<b>Total of Official Documents</b>	<b>108</b>	<b>77</b>												<b>185</b>

Source: District Administration Office\_ March 2010

**Official Documents  
Baucau**



**Incoming**

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1	09 Jan	National Directorate for Local Administration (DNAL)	Instruction to nominate candidates for training in February on Office Management
2	15 Jan	National Directorate of Support to Suco Administration (DNAAS)	Mediation
3	19 Jan	DNAL	Instruction on the usage of suco motorbikes
4	27 Jan	DNAL	Order of works
5	03 Feb	DNAL	Construction of electricity lines/facilities
6	08 Feb	National Directorate of Local Development and Territorial Management (DNDLOT)	Public hearing on the Draft Domestic Law by National Parliament

- **Main general information from Dili**

No.	Date	From Whom	Subject
1	07 Jan	MSATM	Information on LDP minimum condition evaluation
2	26 Jan	National Directorate of Finance Administration (DNAF)	Information on 2010 budget and invitation for meeting
3	24 Feb	DNAAS	Mediation

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

No.	Date	From Whom	Subject
1	06 Jan	Benfica Construction	Requesting authorization for water canalization in Old Town, Baucau
2	21 Jan	Land and Property	Invitation for dialogue
3	22 Jan	Catholic Relief Services	Invitation
4	10 Feb	Letter from UNMIT to DA	Request Acting DA and Director DNAAS to participate in the closing session of the UNVs Suco Support Officers' Tetum course
5	18 Feb	Sukar Ex. Company	Request for 50% payment for a school project under the LDP

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

No.	Date	From Whom	Subject
1	06 Jan	STAE Baucau	Information on the voter registration process
2	21 Jan	STAE Baucau	Weekly report
3	25 Jan	NGO Cailalo	Report on the agriculture program activities
4	08 Feb	NGO Cailalo	Inform their new staff mandates and activities in the district
5	28 Feb	Environment Office	Weekly report

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

No.	Date	From Whom	Subject
1	01 Jan	Uaitame village	Clarification for community leader roles and law

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

No.	Date	From Whom	Subject
1	30 Jan	Baguia sub-district administration	Weekly report
2	05 Feb	Quelicai sub-district administration	Weekly report

## Outgoing

- **Main correspondence to Dili**

No.	Date	To Whom	Subject
1	14 Jan	DNAL	Report of natural disaster
2	01 Feb	Director of DNDLOT	Justification of the usage of regular fund for local development funds
3	02 Feb	DNAL	Nomination of candidates for training
4	09 Feb	DNAF	Submission of sub-district finance
5	15 Feb	DNAL	Weekly report

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

No.	Date	To Whom	Subject
1	19 Jan	Ministry of Social Solidarity	Proposal letter for transportation
2	26 Jan	PDHJ	Internal Memorandum
3	28 Jan	Catholic Relief Services	Request letter for assistance
4	01 Feb	Tuba Rai Metin NGO	Recommendation

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

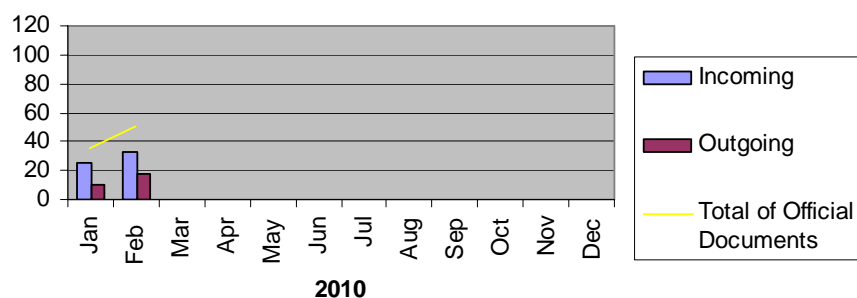
No.	Date	To Whom	Subject
1	25 Jan	Venilale SDA	Instruction on use of official vehicles
2	01 Feb	Suco Chief of Guruca	Clarification and request for more complete data on natural disaster (houses damaged by rain and wind) in the area for further follow up and assistance
3	19 Feb	Baguia SDA	Information to hand over primary school. This school is one of the local development programs implemented in the area to benefit children and the community

## BOBONARO

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	25	33												58
Outgoing	10	18												28
<b>Total of Official Documents</b>	<b>35</b>	<b>51</b>												<b>86</b>

Source: District Administration Office\_ March 2010

### Official Documents Bobonaro



### Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1	02 Feb	Director of DNDLOT	Refresher training on LDP for District Development Officer (DDO) and Community Development Officer (CDO).

- **Main general information from Dili**

No.	Date	From Whom	Subject
1	04 Jan	Minister MSATM	Announcement of 2010's LDP and Youth Development Funds (YDP)
2	18Jan	National Director of Agriculture	Regarding reforestation in Bobonaro sub-district.
3	20 Jan	DNAAS	Recruitment interview schedule of Suco Administrative Assistants.
4	01 Feb	Minister of Commerce, Industry and Tourism	Deployment of staff to border area
5	02 Feb	STAE	Information on the voter registration process
6	03 Feb	SoS for Electricity, Water & Sanitation	Installation of line & electricity poles from Maliana to Cailaco sub-district and Maliana to Aldeia Tunubibi and Balibo sub-district

### Outgoing

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

No.	Date	To Whom	Subject
1	02 Feb	Heads of Sectors	Letter to sectors regarding Friday cleaning day instruction
2	03 Feb	SDA Office	Regarding working hours and staff discipline

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

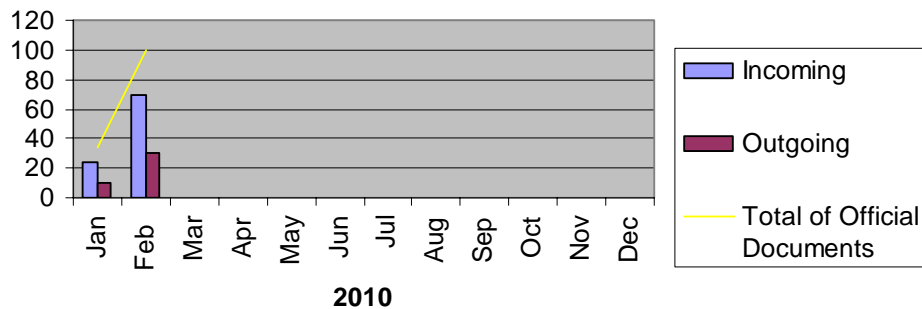
No.	Date	To Whom	Subject
1	02 Jan	SDA Atabe	Inauguration of 2009 LDP project (community centre) in Atabe sub-district by MSATM
2	02 Jan	SDA, Suco Chiefs & Heads of Sectors	Meeting invitation to participate of 2010's LDP & Youth Development fund announcement and inauguration of 2009's LDP projects
3	02 Feb	SDA	Requesting coordination for land dispute
4	02 Feb	SDA	Regarding job vacancy announcement of technical consultant for LDP

## COVALIMA

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	24	70												94
Outgoing	10	30												40
<b>Total of Official Documents</b>	<b>34</b>	<b>100</b>												<b>134</b>

Source: District Administration Office\_ March 2010

## Official Documents Covalima



### Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1	04 Jan	SEPI	Report on CEDAW
2	13 Jan	Ministry of Solidarity and Social	Regarding opening final requirements of pensions of national liberation combatants and martyrs
3	18 Jan	DNDLOT	One day meeting for establishing District Assemblies and Commission of Sub district development
4	18 Jan	DNAAS	Invitation and 2010 fund allocation
5	18 Jan	DNAL	Preparing handover Villages property
6	18 Jan	DNAL	Invitation and information to sub districts
7	18 Jan	Office of General Directorate	Second National Meeting for those who direction officer with PM
8	18 Jan	Office of Ministry	Request spaces for illiteracy
9	19 Jan	SEPI	SoS Equality, Propose of women day celebration
10	21 Jan	DNAL	Requesting total population and establishing of CDS
11	01 Feb	DNAL	Request candidature of trainees and instruction on use of official vehicles
12	01 Feb	DNAL	Duty instructions and district and sub-district problems
13	01 Feb	DNAL	Friday cleaning service instruction
14	01 Feb	Gab. Directoral General	Mediation of Suco Administration
15	01 Feb	MAEOT-Ministerial Gabinete	Administrative duty instruction to DDA Covalima.
16	01 Feb	STAE-National	Information Calendar Actualization Database by the government resolution
17	01 Feb	Office of Director General of Agriculture	Verification of vulnerable sucos
18	01 Feb	Director of Finance of MSATM	Information on 2010 budget
19	02 Feb	SoS of Public Works	Working instruction
20	02 Feb	National Directorate of Transport	Submission of monthly report of tax income
21	08 Feb	DNAAS	Interview Schedule for Suco Administration Assistants
22	08 Feb	DNDLOT	Authorization of DDO and CDO on TOT about Guidelines for Suco Development Plan
23	08 Feb	DNAL	Instruction/policy on working hours and staff discipline
24	24 Feb	DNDLOT	Training for District Assemblies members and Sub-District Development Commission Pilot
25	23 Feb	National Parliament -Committee A	Public hearing in the districts on proposed law no. 31/II/2009

- **Main general information from Dili**

No.	Date	From Whom	Information
1	01 Feb	SEPI	International Womens' Day circular
2	01 Feb	DNAL	Instruction on use of official vehicles
3	01 Feb	DNAL	Direction of protest letters
4	08 Feb	SoS Council of Ministers	Information on Official holidays of 2010
5	16 Feb	National Directorate of Former Combatants of National Liberation	Announcement of scholarship for Liberation Martyrs' daughters and sons

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

No.	Date	From Whom	Subject
1	8 Feb	UNMIT	Use of helicopter landing site outside UNMIT RSC Suai in case of medical emergencies
2	15 Feb	District Agriculture & Forestry Office	Permission letter to cut wood

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

No	Date	From Whom	Subject
1	26 Feb	GTZ	Mid term review of RDP II

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

No.	Date	From Whom	Subject
1	01 Feb	Soco Ogues	Welcome ceremony of newly elected Suco Chiefs.
2	02 Feb	SDA Maucatar	Recommendation for getting motor bike
3	03 Feb	SDA Tilomar	Report about grasshoppers attacking community's corn.
4	03 Feb	Suco Labarai	Meeting for traditional judge election

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

No.	Date	From Whom	Subject
1	04 Feb	Four villages of Fohorem district	Hand over of suco properties to the 4 newly elected Suco Chiefs
2	08 Feb	SDA Maucatar	Monthly report
3	09 Feb	SDA Maucatar	Report on general situation in the sub-district.
4	10 Feb	SDA Zumalai	Security report
5	15 Feb	SDA Fohorem	List of local assembly members.
6	15 Feb	SDA Fatululik	Weekly report
7	15 Feb	EIFA Unipessoal Ltd	Company profile
8	15 Feb	SDA Tilomar	Weekly report
9	16 Feb	Luqi Salele Unipessoal	Certificate of Company
10	16 Feb	SDA Zumalai	Situation report and weekly report
11	16 Feb	OGL Zumalai	Weekly report
12	19 Feb	SDA Fatumean	Monthly report
13	19 Feb	SDA Fatululik	Monthly report
14	22 Feb	SDA Maucatar	4 reports about wind destroying houses and house burnt
15	22 Feb	SDA Zumalai	2 weekly reports and 1 list of suco council members



## Outgoing

- **Main correspondence to Dili**

No.	Date	Institution	Subject
1	02 Feb	Director of Finance Administration/MAEOT	Clarification.
2	16 Feb	Minister of Commerce, Industry and Tourism	Recommendation

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

No.	Date	To Whom	Subject
1	04 Feb	Section Chief of EDTL - Covalima	Request for power/electricity

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

No.	Date	To Whom	Subject
1	06 Feb	DDA/MSATM	Information to 7 sub-districts about Actualization Database: Suai, Zumalai, Maucatar, Tilomar Fohorem, Fatumean and Fatululik
2	06 Feb	Suco Chiefs and Suco Councils	Training for PDS Members
3	15 Feb	30 Suco Chiefs of Covalima district	Invitation to ceremony for handover of motor bike to Suco Chiefs

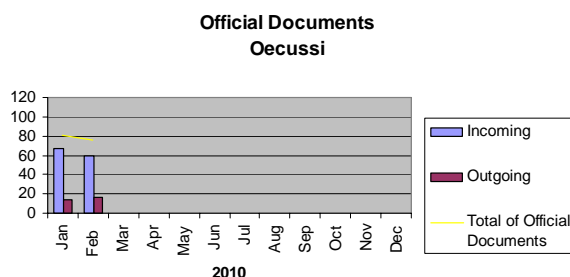
- **Main communication to other institutions or individuals**

No.	Date	To Whom	Subject
1	13 Feb	Suco Chief/Councils	Instruction to meet Suco Chief of Labarai, Aldeia.
2	16 Feb	DF-FDTL Officer in Tilomar, Operations Commander Maj. Rai-Ria, PNTL Commander and 7 Sub-district Administrators.	Invitation for meeting about actual situation in the district for the month of February 2010
3	16 Feb	NGO PINA	Invitation for meeting
4	16 Feb	Political parties, Companies and Directors of NGOs	Invitation for meeting
5	19 Feb	Section Chief of EDTL-Covalima	Request for power/electricity

## OECUSSI

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	67	59												126
Outgoing	14	17												31
<b>Total of Official Documents</b>	<b>81</b>	<b>76</b>												<b>157</b>

Source: District Administration Office\_ March 2010



## Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1	11 Jan	General Director of MTCI	Instruction for data collection
2	11 Jan	Director of DNDLOT	Instruction on announcement of LDP fund and Youth Development Fund FY 2010
3	12 Jan	Director of DNDLOT	Instruction on establishment of District Assembly and Suco Development Commission
4	12 Jan	Chief of Staffs, Office of PM	Inspection team to Oecussi to inspect office of DA.
5	19 Jan	Minister of Education	Instruction to support facilities for illiteracy classes in Oecussi
6	29 Jan	Director of National Institute of Public Administration (INAP), MSATM	Instruction to attend management training
7	29 Jan	Director General of MSATM	Instruction on data verification of veterans
8	09 Feb	Director of DNDLOT	Instruction on training for district assembly members
9	09 Feb	Director of DNAL	Instruction/policy on working hours and staff discipline
10	09 Feb	Director of DNAAS	Interview Schedule for Suco Administration Support
11	15 Feb	MSATM	Application for up grading V-SAT in Dili and Oecusse
12	24 Feb	General Director of MAEOT	Instruction on opening of new bank account for Oecussi District

- **Main general information from Dili**

No.	Date	From Whom	Subject
1	29 Jan	Minister of Justice	Information on Journal da Republica about border pass.
2	29 Jan	DNAL	Policy on use of motorbikes.
3	29 Jan	Director of Finance of MSATM	Information on 2010 budget.
4	29 Jan	Director of STAE	Information on voter registration process.
5	09Feb	National Director of DNAL	Information on Official Holidays in 2010.
6	09Feb	MSATM	Construction of Municipal Office in Oecussi.
7	23Feb	National Parliament: Maria Paixao	Information of conference on reproductive health, sex education, and family planning in Oecussi District.

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

No.	Date	From Whom	Subject
1	11 Jan	Director of Agriculture Department Oecussi	Request for support venue and facilities of district meeting hall to be used by agriculture department.
2	15 Feb	Director of Agriculture Department Oecussi	Request for support on vulnerable village assessment in Oecussi.

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

No.	Date	From Whom	Subject
1	06 Jan	Director of Transportation Department	Annual report of 2009.
2	08 Jan	Coordinator and Director of DNAS	Progress report on district water supply, sanitation and hygiene.
3	12 Jan	Director of Regional Education Department	Information on currently serving candidates and new

		Oecussi	candidates for head master of primary and secondary schools in Oecussi
4	22 Jan	Director of Agriculture Department	Progress Report on physical construction of referendum package for all agriculture projects
5	26 Jan	Chief of District Human Resource	Civil Servants Data
6	05 Feb	Chief of STAE Oecussi	Progress report on voter registration in Oecussi

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

No.	Date	From Whom	Subject
1	12 Jan	Chief Suco Lalisuuk	Proposal for construction material for suco office
2	15 Jan	District Coordinator of Timor Aid	Request to attend opening ceremony for Traditional Tais weaving
3	20 Jan	Suco Chief Bene Ufe	Proposal request for gabions to support victim of natural disaster in Bene Ufe
4	26 Jan	Suco Chief Bene Ufe	Proposal request for construction materials for public toilet and well in Bene Ufe village
5	16 Feb	Suco Chief Lalisuk	Request for technical support to assist installation of solar panel facilities in Lalisuk village

- **Communication from lower office in the district – Information or Reports**

No.	Date	From Whom	Subject
1	07 Jan	Luis de Jesus Neno, representative of local community	Complaint regarding maladministration and capacity of Oesllo SDA
2	18 Feb	Mateus Mendes	Report on illegal crossing of TNI members to the area of Timor Leste, Bene Ufe village, Nitibe sub-district

## Outgoing

- **Main correspondence to Dili**

No.	Date	To Whom	Subject
1	07 Jan	Director of DNAL	Submission financial report and justification for Q3 and Q4 up to December 2009.
2	15 Jan	Director of DNDLOT	Readiness of LDP Team and work discipline policy
3	29 Jan	Director of DNAF	Annual financial report of 2009.

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

No.	Date	To Whom	Subject
1	06 Jan	Indonesia embassy in Oecussi District	Visa request.
2	13 Jan	All Chiefs of Departments, Directors, SDAs, and Suco Chiefs	Instruction to attend announcement of LDP Fund.
3	21 Jan	Chief of EDTL Oecussi	Request for 24 hours electricity services.
4	24 Feb	Chief of BNU Oecussi	Opening Bank Account at BNU Oecussi.

## District Finance

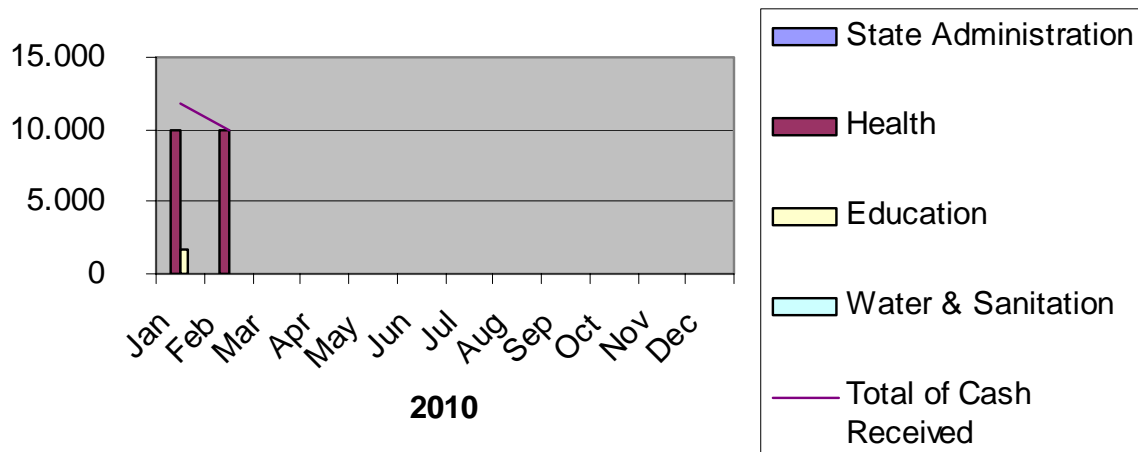
In January and February 2010, government offices in the districts received the following amounts of cash as Goods & Services budget:

### BAUCAU

Cash Received for Goods & Services (US\$)	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
State Administration	0 <sup>4</sup>	0											0
Health	10,000	10,000											20,000
Education	1,740	N/A											1,740
Water & Sanitation	0	N/A											0
<b>Total of Cash Received</b>	<b>11,740</b>	<b>10,000</b>											<b>21,740</b>

Source: District Administration Office\_ March 2010

### Cash Received for Goods & Services (US\$) Baucau



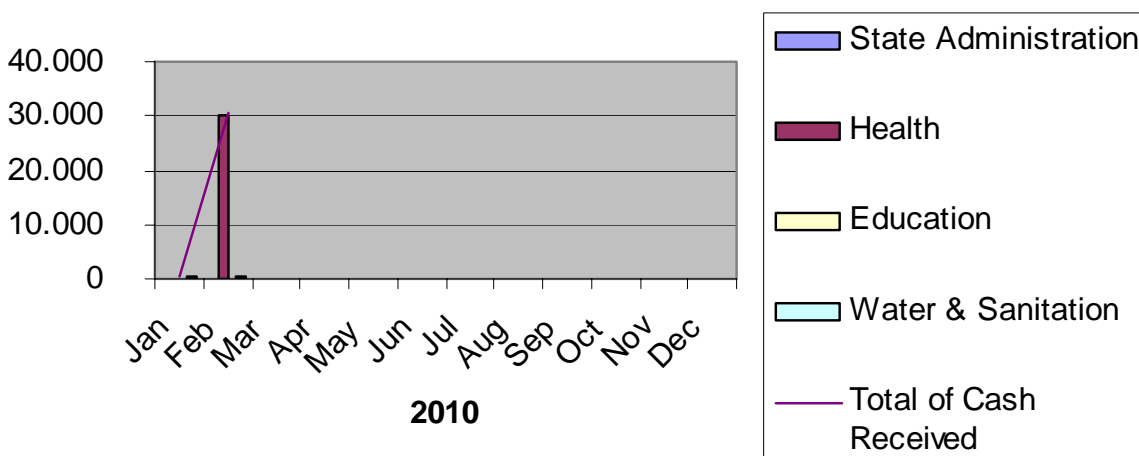
<sup>4</sup> The funds for State Administration totaling US\$ 11, 250 are expected to be received in March, for the period of January-March 2010.

# BOBONARO

Cash Received for Goods & Services (US\$)	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
State Administration	0 <sup>5</sup>	0											0
Health	0	30,000											30,000
Education	0 <sup>6</sup>	0											0
Water & Sanitation	500	500											1,000
<b>Total of Cash Received</b>	<b>500</b>	<b>30,500</b>											<b>31,000</b>

Source: District Administration Office\_ March 2010

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



<sup>5</sup> The funds for State Administration totaling US\$ 28,320 are expected to be received in March, for the period of January-March 2010.

<sup>6</sup> The funds for Education totaling US\$ 10,000 are expected to be received in March, for the period of January-March 2010.

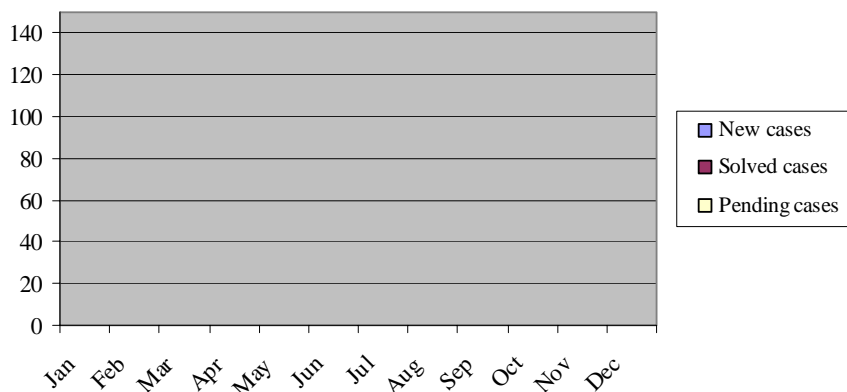
# DISTRICT COURTS

## BAUCAU

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

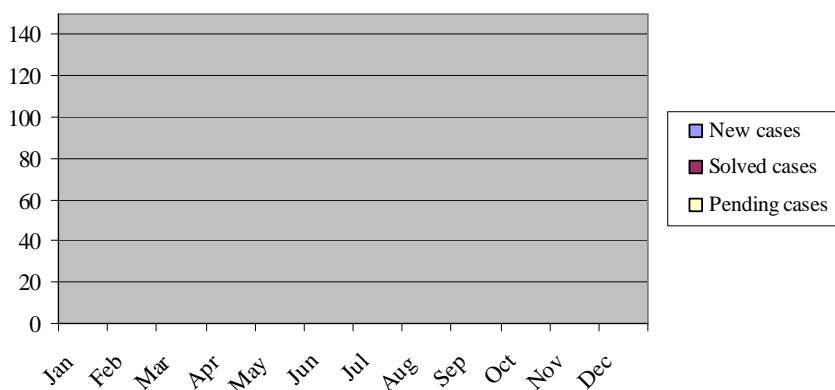
Court of Baucau Penal Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	N/A	N/A											
New cases	N/A	N/A											
Solved cases	N/A	N/A											
Pending cases	N/A	N/A											

**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	N/A	N/A											
New cases	N/A	N/A											
Solved cases	N/A	N/A											
Pending cases	N/A	N/A											

**Civil Cases at the District Court of Baucau**



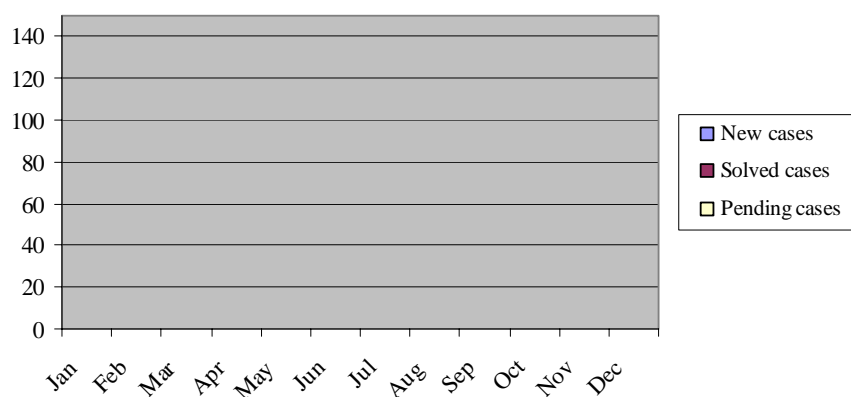


# DILI

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

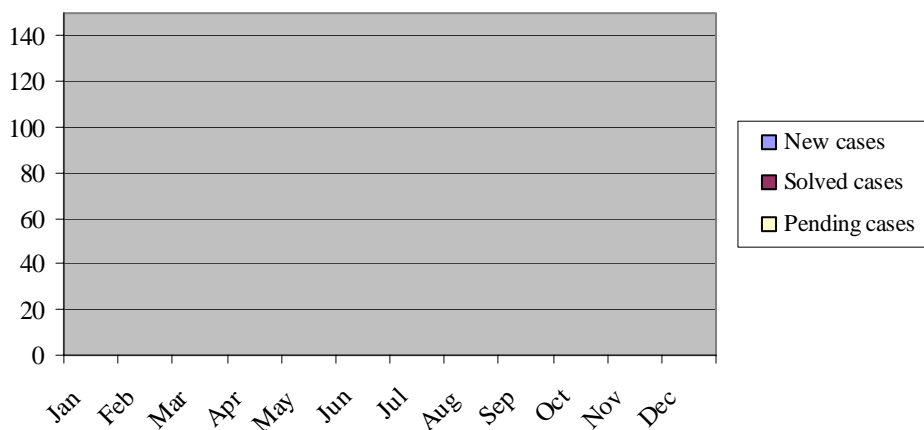
Court of Dili Penal Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	N/A	N/A											
New cases	N/A	N/A											
Solved cases	N/A	N/A											
Pending cases	N/A	N/A											

**Penal Cases at the District Court of Dili**



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

**Civil Cases at the District Court of Dili**



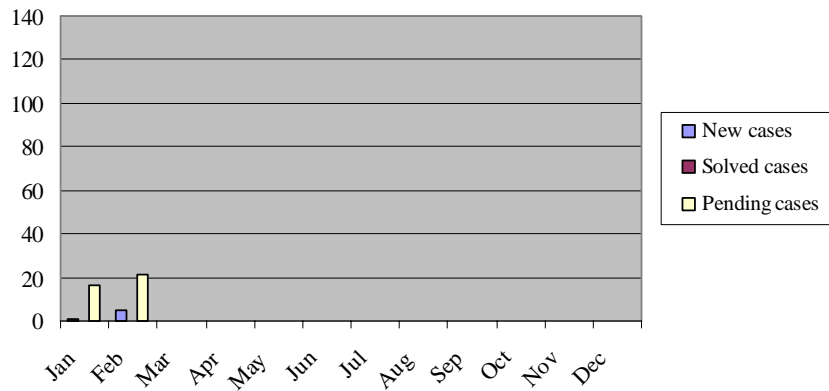
# OECUSSI

From January to February 2010, the District Court of Oecussi processed the following penal and civil cases.

Court of Oecussi Penal Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	15	16											
New cases	1	5											6
Solved cases	0	0											0
Pending cases	16	21											

Source: Secretariat of the District Court of Oecussi up to 01 March 2010

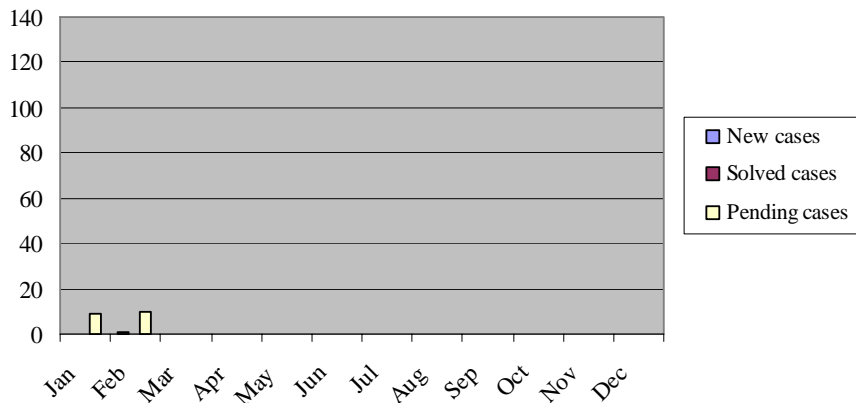
**Penal Cases at the District Court of Oecussi**



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

Source: Secretariat of the District Court of Oecussi up to 01 March 2010

**Civil Cases at the District Court of Oecussi**



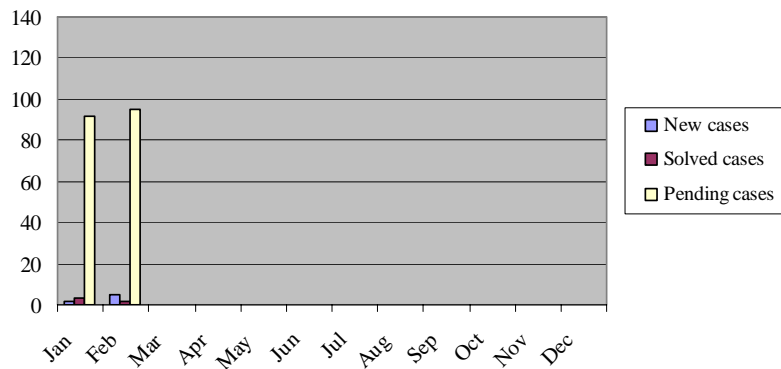
# SUAI

From January to February 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											
New cases	2	5											7
Solved cases	3	2											5
Pending cases	<b>92</b>	<b>95</b>											

Source: Secretariat of the District Court of Suai up to 01 March 2010

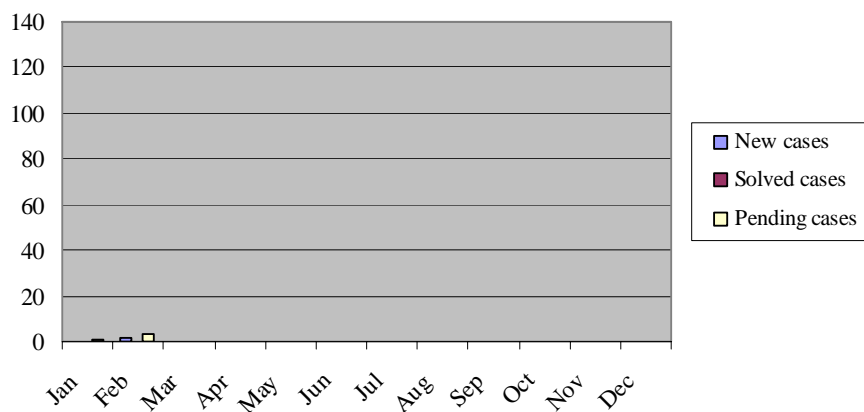
**Penal Cases at the District Court of Suai**



Court of Suai Civil Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	1	1											
New cases	0	2											2
Solved cases	0	0											0
Pending cases	<b>1</b>	<b>3</b>											

Source: Secretariat of the District Court of Suai up to 01 March 2010

**Civil Cases at the District Court of Suai**



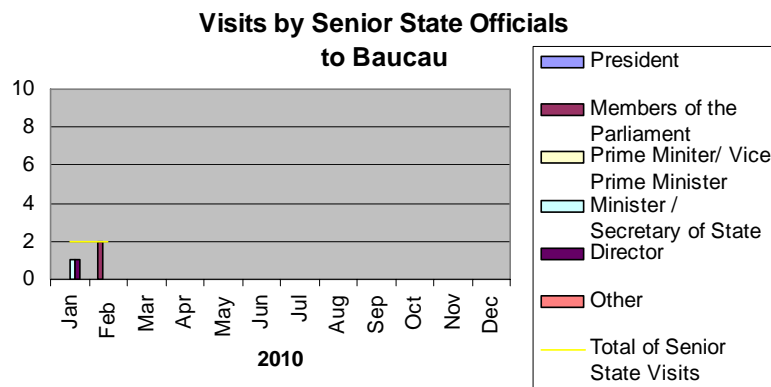
# SENIOR STATE OFFICIALS' VISITS

Senior state official visits from Dili to the Districts for January and February 2010 are as follow:

## BAUCAU

Visits by Senior State Officials to Baucau	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
President	0	0											0
Members of the Parliament	0	2											2
Prime Minister/ Vice Prime Minister	0	0											0
Minister/ Secretary of State	1	0											1
Director	1	0											1
Other	0	0											0
<b>Total of Senior State Visits</b>	<b>2</b>	<b>2</b>											<b>4</b>

Source: District Administration Office\_ March 2010



### January 2010

- 18 January 2010: Minister of State Administration and Territorial Management visited Baucau to announce 2010 LDP fund of \$181,346.40.
- 17 February 2010: Director of National Directorate of Suco Support visited Baucau to hand over 59 new motorbikes to 59 elected Suco Chiefs.

### February 2010

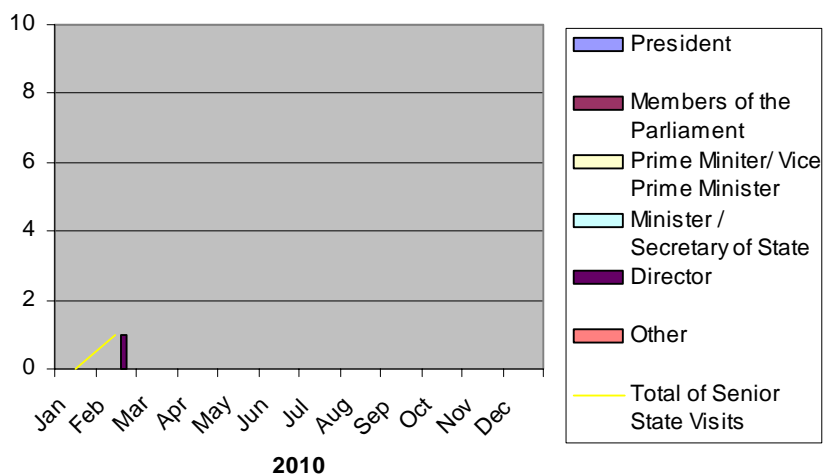
- 18 February 2010: Committee A of National Parliament visited Baucau to hold a public hearing on the draft Domestic Violence Law attended by approximately 80 participants ranging from Suco Chiefs, civil society representatives, PNTL members, as well as civil servants.
- 23 February 2010: Committee G of National Parliament visited/surveyed projects in Vemasse.

## BOBONARO

Visits by Senior State Officials to Bobonaro	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
President	0	0											0
Members of the Parliament	0	0											0
Prime Minister/ Vice Prime Minister	0	0											0
Minister/ Secretary of State	0	0											0
Director	0	1											1
Other	0	0											0
<b>Total of Senior State Visits</b>	<b>0</b>	<b>1</b>											<b>1</b>

Source: District Administration Office\_ March 2010

### Visits by Senior State Officials to Bobonaro



#### January 2010

Nil.

#### February 2010

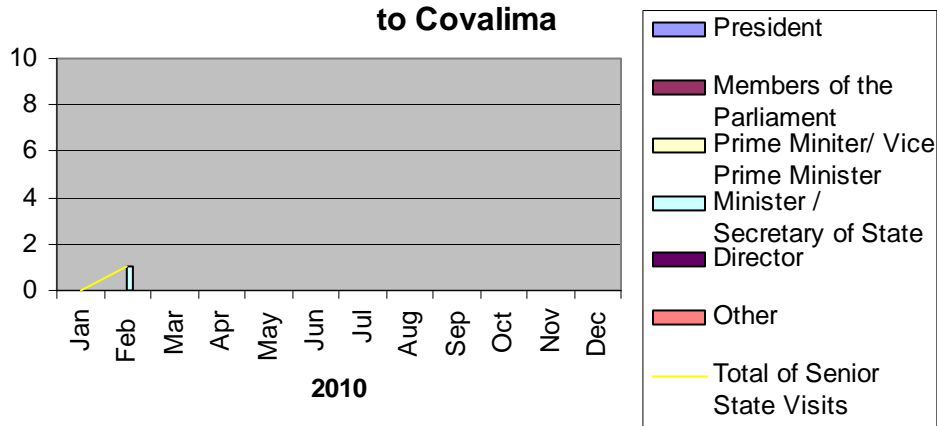
- 9 February 2010: Director of DNAAS Celestino Marques visited Bobonaro. The purpose of the visit was to distribute 50 motorbikes to 50 Suco Chiefs.

## COVALIMA

Visits by Senior State Officials to Covalima	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
President	0	0											0
Members of the Parliament	0	0											0
Prime Minister/ Vice Prime Minister	0	0											0
Minister/ Secretary of State	0	1											1
Director	0	0											0
Other	0	0											0
<b>Total of Senior State Visits</b>	<b>0</b>	<b>1</b>											<b>1</b>

Source: District Administration Office\_ March 2010

### Visits of State Officials to Covalima



#### January 2010

Nil.

#### February 2010

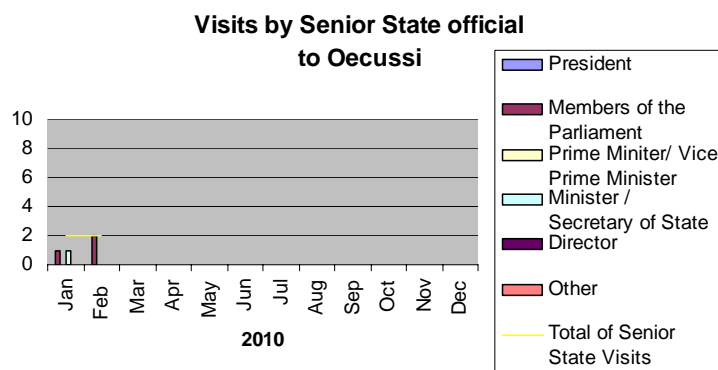
1. **15 February:** SoS for Veterans Mario Nicolau dos Reis and his team visited Suai to inform the community of Alteration Law no. 9 July 2009 of Statute of National Combatants Liberation.



## OECUSSI

Visits by Senior State Officials to Oecussi	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
President	0	0											0
Members of the Parliament	1	2											3
Prime Minister/ Vice Prime Minister	0	0											0
Minister/ Secretary of State	1	0											1
Director	0	0											0
Other	0	0											0
<b>Total of Senior State Visits</b>	<b>2</b>	<b>2</b>											<b>4</b>

Source: District Administration Office\_ March 2010



### January 2010

- 27 January 2010: SoS for Public Works visited Oecussi and inaugurated treated water supply for border market in Oesilo sub-district, which is supported by JICA. The event was attended by Japanese Ambassador for Timor-Leste and SoS for Oecussi Region.
- 28 – 31 January 2010: Members of Parliament Committee C visited Oecussi for research (feedback) on the implementation of referendum project in Oecussi District. During the visit, Members of Parliament Committee C lead by MP Manuel Tilman met with Suco Chiefs, local government officers, community leaders and visited project site to observe quality of referendum project.

### February 2010

- 18 February 2010: Committee A of the National Parliament and Women Parliamentarians led by MP Vital dos Santos, held a public hearing on the Domestic Violence Law. Students from senior high schools, PNTL, local authorities, District Administrator, and NGO representatives participated.
- 18 February 2010: Members of National Parliament Committee E led by MP Osorio Florindo visited Oecussi to inform the community of Alteration Law no. 9 July 2009 of Statute of National Combatants Liberation.

# TRAINING OF CIVIL SERVANTS

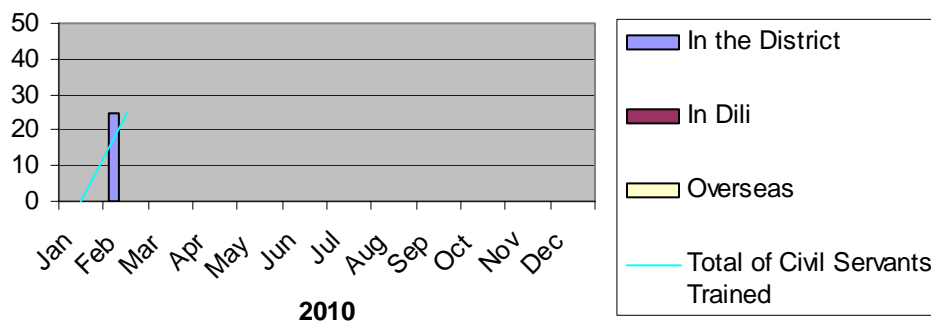
The number of Civil Servants trained in the districts for January and February 2010 are as follow:

## 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	0	25												25
In Dili	0	0												0
Overseas	0	0												0
<b>Total of Civil Servants Trained</b>	<b>0</b>	<b>25</b>												<b>25</b>

Source: District Administration Office\_ March 2010

### Number of Civil Servants from Baucau Trained



### January 2010

- No training held or attended neither on the District, nor in Dili nor overseas.

### February 2010

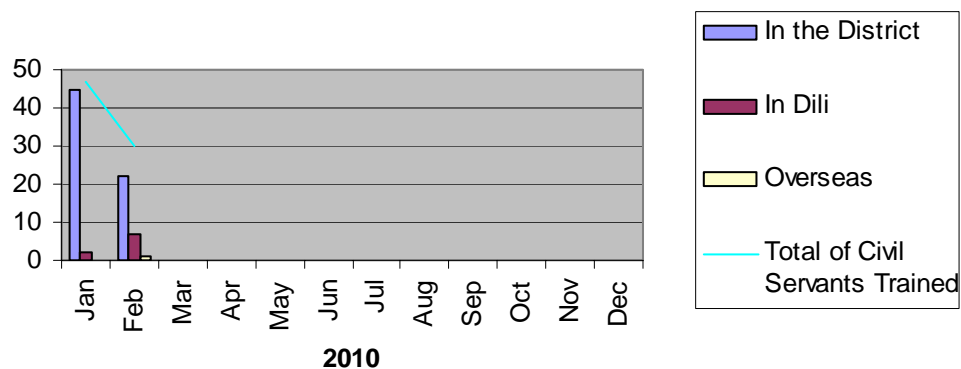
- 8 February 2010: 25 civil servants from district administration and other departments attended a one week training course in Baucau on Office Management which was organized and conducted by National Institute of Public Administration (INAP) in Baucau district hall. Purpose of the training was to refresh and improve staff ability in office management and as part of municipal preparation program.

## 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												67
In Dili	2	7												9
Overseas	0	1												1
<b>Total of Civil Servants Trained</b>	<b>47</b>	<b>30</b>												<b>77</b>

Source: District Administration Office\_ March 2010

### Number of Civil Servants from Bobonaro Trained



#### January 2010

- 45 education staff attended 3 day training on Leadership & Communication. Training was conducted by East Timor Development Agency (ETDA).
- 2 staff from Water & Sanitation attended a week of training on Planning that was conducted by Water & Sanitation office in Dili.

#### February 2010

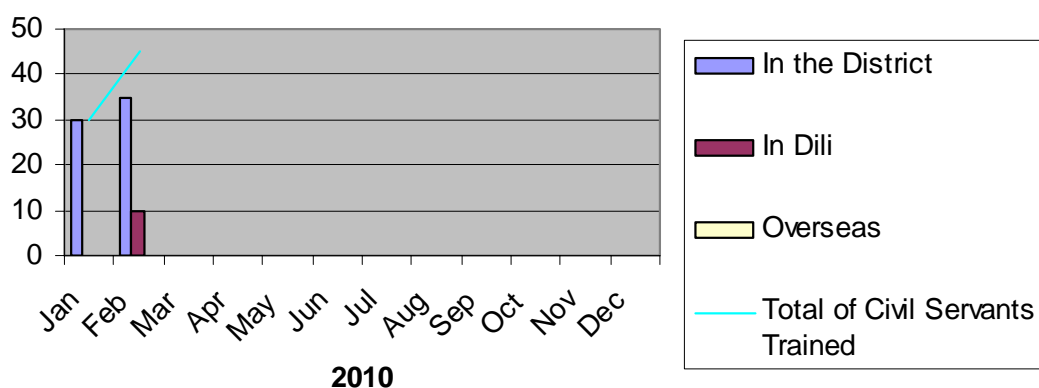
- 8-12 February 2010: 22 civil servants attended a one week training course on Office Management in the district. Training was conducted by INAP.
- 11-12 February 2010: 7 staff from state administration attended 2 days of training on development plan in Dili. Training was conducted by the National Directorate of Local Development and Territorial Management (DNDLOT).
- In February 2010, one member of staff from Water & Sanitation commenced a 3 year university course in Surabaya, Indonesia.

## 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											65
In Dili	0	10											10
Overseas	0	0											0
<b>Total of Civil Servants Trained</b>	<b>30</b>	<b>45</b>											<b>75</b>

Source: District Administration Office\_ March 2010

### Number of Civil Servants from Covalima Trained



#### January 2010

- 30 health workers were trained for 3 days on promoting family health in the district. There was no training for staff of other sectors.

#### February 2010

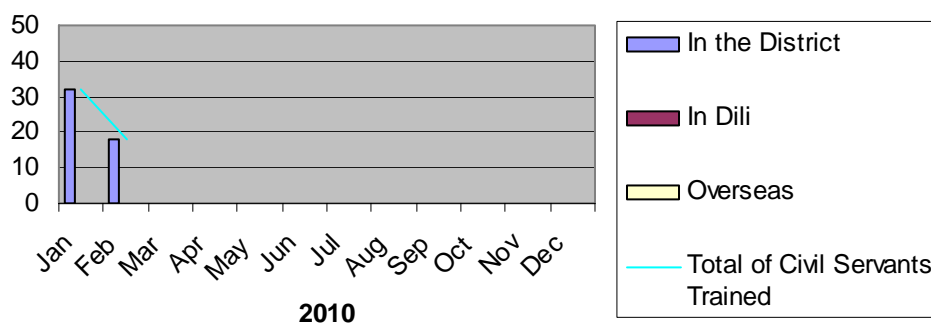
- 35 more health workers attended the similar training.
- 2 civil servants in Education attended a training course in Dili.
- 8 civil servants in Water & Sanitation attended a training course in Dili.

## OECUSSI

Number of Civil Servants from Oecussi Trained	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
In the District	32	18												50
In Dili	0	0												0
Overseas	0	0												0
<b>Total of Civil Servants Trained</b>	<b>32</b>	<b>18</b>												<b>50</b>

Source: District Administration Office\_ March 2010

### Number of Civil Servants from Oecussi Trained



#### January 2010

- 20 January 2010: National Division for Planning and Human resources provided one day training for 32 officers at education department on Communication and Policy-making. Target participants of the training were officers in the department of Education in Oecussi. The objective was to improve communication skills and decision making among officers within the regional office of Education Department.

#### February 2010

- 15 – 20 February 2010: DNLOT, supported by UNCDF, conducted a one week training course for 18 members of District Assembly in Oecussi for the implementation of LDP Program. Since Oecussi is a newly selected district for LDP program, the training was targeted to enable district assembly members to be able to select their own projects based on priority needs and community demand.

# CIVIL SOCIETY ACTIVITIES

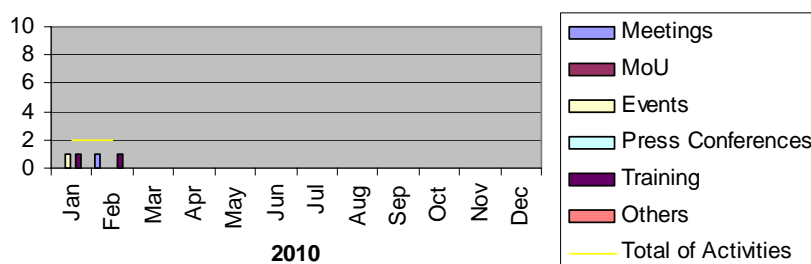
From January to February 2010, the activities organized by NGOs in the districts are as follows:

## BAUCAU

Civil Society Activities in Baucau	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	0	1												1
MoU	0	0												0
Events <sup>7</sup>	1	0												1
Press Conferences	0	0												0
Training	1	1												2
Others	0	0												0
<b>Total of Activities</b>	<b>2</b>	<b>2</b>												<b>4</b>

Source: Democratic Governance Support Unit/ UNMIT\_ March 2010

Activities of the Civil Society  
in Baucau



### January 2010

1. The Asia Foundation (TAF) started **training** for 59 newly elected suco council members in Baucau. The training focused on the roles and responsibilities of the suco council, laws and regulations and suco administration.
2. 27 January 2010: Ten NGOs in Baucau were invited for a **meeting** with SRSG during her visit to Baucau. Issues discussed included Security and Human Rights.

### February 2010

1. 15 February 2010: FONGTIL Baucau held NGO **meeting** on Municipal Preparation. The exercise was to enable NGO members to discuss, draft and identify NGOs' roles in the municipal preparation.
2. 22-26 February 2010: CRS conducted 4 days of **training** on health programmes, such as HIV/AIDS programme in Baucau.

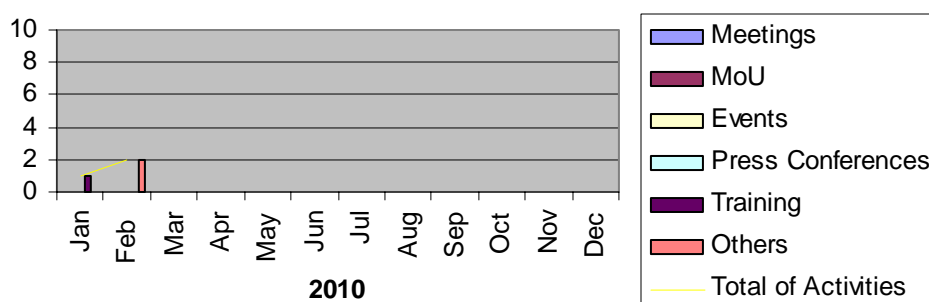
<sup>7</sup> Activities included under "events": workshop, symposium, seminar, conference, forum, pre-congress, and public launching.

## BOBONARO

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

Source: Democratic Governance Support Unit/ UNMIT\_ March 2010

### Activities of the Civil Society in Bobonaro



#### January 2010

1. TAF continues to conduct suco **training** course for Suco Chiefs & Suco Council members. The purpose of this orientation is for Suco Chiefs and Suco Council members to identify strengths and weaknesses and roles and responsibilities of previous Suco Chiefs and Suco Council members to improve performance of current Suco Chiefs and Suco Council members.

#### February 2010

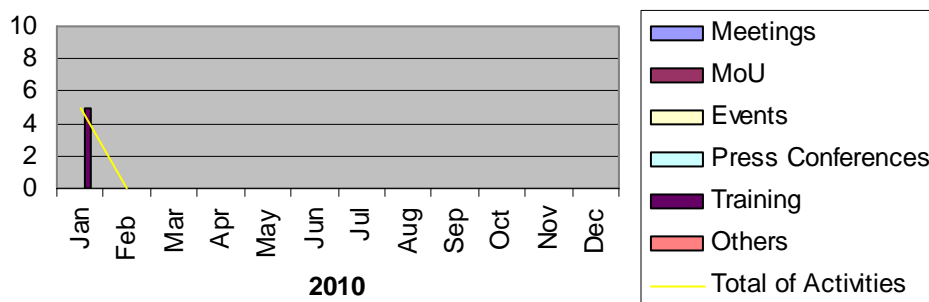
1. 5 February 2010: FMH handover treated water projects in aldeia Maganutu suco Ritabou to the local government. Projects were supported financially by CARE International.
2. 12 February 2010: OHM handed over treated water projects in aldeia Nununtanan suco Raifun to the local government. Projects were supported financially by CARE International.
3. On-going: TAF continues to conduct suco **training** course for Suco Chiefs & Suco Council members.

## COVALIMA

Civil Society Activities in Covalima	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Meetings	0	0											0
MoU	0	0											0
Events	0	0											0
Press Conferences	0	0											0
Training	5	0											5
Others	1	0											1
<b>Total of Activities</b>	<b>6</b>	<b>0</b>											<b>6</b>

Source: Democratic Governance Support Unit/ UNMIT\_ March 2010

### Activities of the Civil Society in Covalima



#### January 2010

1. There were several activities done by Oxfam such as reports, new plans based on community, partners and government inputs. Survey on nutrition, community meetings and set-up structures and roles. **Training** focused on Family Health.
2. Centru Juventude Covalima is conducting computer **training** course, intensive course on writing reports and proposals, shooting and editing news and films. It also conducted a workshop on HIV.
3. Care International conducted **research activities** and distributed nutrition powder.
4. Fundasaun Hadomi Malu is working with the Ministry of Agriculture in developing Rice (SRI) to implement in Covalima and Bobonaro districts. Currently the NGO is providing assistance (**training**) to farmers on how to plant this rice in order to maximize its yield.
5. On-going: Timor Aid is continuing **training** to female groups in producing Tais Timor with Vertical Loon Material. It was scheduled to end on 28 February but the groups requested it to be extended by one month. Timor Aid is supporting groups to develop womens' skill on producing household products.
6. On-going: Centru Comunidade Covalima is conducting Internet **training** course for youths.



## **February 2010**

1. On-going: Several activities done by Oxfam such as reports, new plans based on community, partners and government inputs. Survey on nutrition, community meetings and set-up structures and roles. Training focused on Family Health.
2. On-going: Centru Juventude Covalima is conducting **computer course, intensive course** on writing reports and proposals, shooting and editing news and films.
3. On-going: Fundasaun Hadomi Malu is working with the Ministry of Agriculture in developing Rice (SRI) to implement in Covalima and Bobonaro districts.
4. On-going: Timor Aid is continuing **training** to female groups in producing Tais Timor with Vertical Loon Material.
5. On-going: Centru Comunidade Covalima is conducting Internet **training** course for youths.

# COMMUNITY RADIO

The activity of Communities Radios in the Districts of Baucau, Bobonaro, Covalima and Oecussi are as follow:

## BAUCAU

- **Radio Comunidade Baucau (99.9 FM)**  
It operates 5 hours/night and 7 nights per week.
- **Radio Comunidade Bucoli.**  
It operates 3.5 hours/night and 6 nights per week.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	249	224											473

Source: Radio Comunidade Baucau and Radio Comunidade Bucoli\_ March 2010.

Programmes broadcasted include:

- National and local news
- UNMIT news twice/week
- Civic Education talk show
- Entertainment and music

## BOBONARO

- **Radio Comunidade Maliana (91,70 MHZ, AM)**  
It operates 4 nights per week and 4 hours per night.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	84	80											164

Source: Radio Comunidade Maliana \_ March 2010.

Programmes broadcasted include:

- National and local news
- Civic Education talk show
- Cultural Programmes
- Youth Programmes
- Entertainment (song & dedication)

## COVALIMA

- **Cova Taroman (94.5 FM)**

It operates 7 nights per week and 3 hours per night. Broadcast hours are 1800-2100hrs.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	180	180											360

Source: Radio Cova Taroman \_ March 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

## OECUSSI

- **Radio Comunidade Enclave Oecussi**

It operates daily – 4 hours/day and 4 hours per night, i.e. 8 hours in total.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	284	224											508

Source: Radio Comunidade Enclave Oecussi \_ March 2010.

Programmes broadcasted include:

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

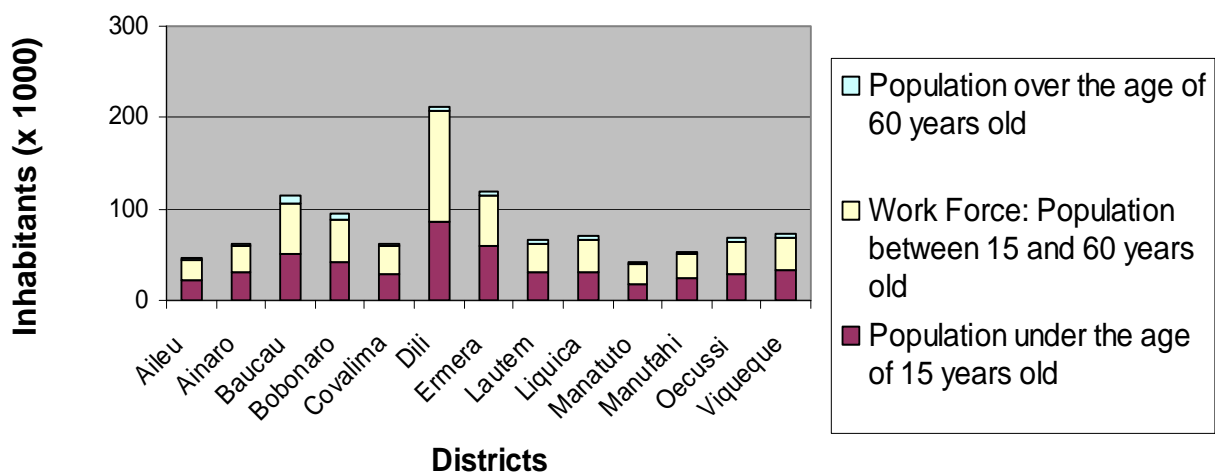
# ANNEXES

## Annex 1: 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
<b>Total</b>	<b>1,080,742</b>	<b>486,176</b>	<b>540,822</b>	<b>53,744</b>

Source: Timor-Leste in Figures, 2008; DNE Timor-Leste, [www.dne.mof.gov.tl](http://www.dne.mof.gov.tl)

### Timor-Leste Demographic Profile by District



**Annex 2: District Health Care Profile**

District	Number of Public Hospitals	Number of Community Health Centres	Number of Health Posts	Number of Private Clinics	Number of Physicians	Number of Health Workers <sup>8</sup>
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	0	5	14	2	10	58
Oecussi	1	4	9	0	18	78
Viqueque	0	5	17	2	14	110
<b>Total</b>	<b>6</b>	<b>66</b>	<b>189</b>	<b>41</b>	<b>347</b>	<b>1189</b>

Source: *Timor-Leste in Figures, 2008*; DNE Timor-Leste, [www.dne.mof.gov.tl](http://www.dne.mof.gov.tl)

<sup>8</sup> Physicians, Nurses and Midwives.

### Annex 3: MSATM 2010 Budget Allocation for the Local Development Programme

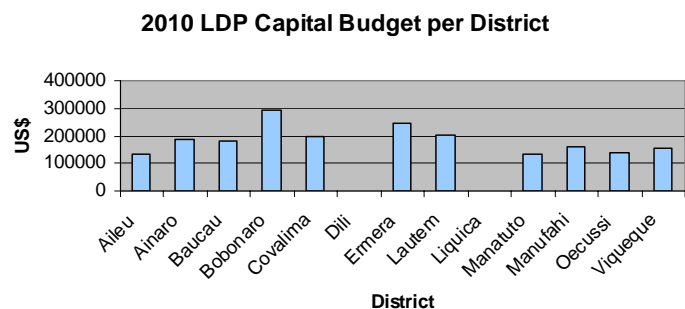
The Local Development Programme (LDP) is a pilot program that is testing decentralization models in order to establish a local governance system that is effective, transparent and responsive to community needs, with the support of UNCDF, UNDP, Norwegian Embassy and Irish Aid.

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 <sup>9</sup>	-
Ermera	247,972.80
Lautem	202,000.00
Liquica <sup>13</sup>	-
Manatuto	135,000.00
Manufahi	158,002.00
Oecussi	138,278.40
Viqueque	157,077.60
<b>Total</b>	<b>2,028,677.20</b>



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

<sup>9</sup> "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*

**Annex 4: UN Country Team in the Districts**

<b>District</b>	<b>Organization</b>	<b>Programmes/Projects/Activities</b>
<b>Baucau</b>	<b>FAO</b>	Agriculture
	<b>ILO</b>	Labor & Employment
	<b>IOM</b>	Human Trafficking Programme
	<b>UNDP</b>	Justice Program Political party support
	<b>WFP</b>	Social Meal Program Community Projects
<b>Bobonaro</b>	<b>IOM</b>	Human Trafficking Programme
	<b>UNDP</b>	Training for political parties
	<b>WFP</b>	Food for Assets/Work Health Social Meal Program
<b>Oecussi</b>	<b>FAO</b>	Regional Fisheries livelihood Program
	<b>ILO</b>	Financial Support and Capacity Building
	<b>UNCDF</b>	Support LDP Program
	<b>UNDP</b>	Justice Program Support to the Timorese Electoral Cycle
	<b>WFP</b>	Maternal Child and health nutrition Social Meal Program Food for Assets/Work General Distribution

Source: Democratic Governance Support Unit/UNMIT February 2010

**Annex 5: NGOs activities in Baucau**

Organization	Sectors	Programs/Projects/Activities
Alola Foundation	Education, Health and Economy	Capacity building, education, small business empowerment as well as health program.
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 program
Caritas Diocese Baucau	<i>Not Provided</i>	<i>Not Provided</i>
Catholic Relief Services	Health, Education, Humanitarian, Agriculture and Peace	Humanitarian relief, peace building, health, agriculture and capacity building among other programs
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 Comunnidade 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
The Asia Foundation	Decentralization and education	Decentralization program, capacity building
World Vision	Education, Humanitarian and Agriculture	Works on peace building and capacity building among other programs
Yayasan HAK	Justice and human rights	Work in human rights areas, monitoring and providing capacity building and civic education on human rights issues

Source: Democratic Governance Support Unit/UNMIT February 2010



**Annex 6: NGOs activities in Bobonaro**

Organization	Sectors	Programs
CCF	Education, Health & economy	Formal education, Health, Rural economy development
Care International	Education, Health, Water & Sanitation, Emergency Aid	Provide access clean water & sanitation, Helps runs camps for displaced people, Provide tents and other essential supplies, 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
FMH (Fundasaun Moris Hamutuk)	Health and Agriculture	Sanitation & Agriculture
GTZ	Agriculture	Works in agriculture sectors. Among other it provides capacity building and agriculture equipments
HALARE	Agriculture	Agriculture
ARD/INR program (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	Womens cooperative in micro credit
Moris Foun	Education & Human Rights	Formal & non formal education as well as Human rights
Organizasaun Haburas Moris	Agriculture, Health, Capacity Building	Agriculture, Water & sanitation and Non formal education
Rural Water Sanitation Service Program	Rural Water Sanitation and Hygiene	Rural water & Sanitation. Provides 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, Infrastructure (roads improvement)

Source: Democratic Governance Support Unit/UNMIT February 2010

**Annex 7: NGOs activities in Covalima**

<b>Organization</b>	<b>Sectors</b>	<b>Programs</b>
Centru Joventude Covalima	Capacity building and education	Capacity building, education, small business empowerment as well as health program, computer courses soft and hardware.
Centru Comunidade Covalima	Education and Economy	Capacity building, civic education and Rural women development
Hametin Lia Tatoli	Agriculture and Economy	Capacity building, education of agriculture
NGO Hadomi Malu	Agriculture and construction	Capacity building Training farmers, research soil's quality, rice and vegetables planting program
Oxfam international	Health, Education, Humanitarian, Agriculture and Peace	Humanitarian relief, peace building, health, agriculture and capacity building among other programs
GTZ	Agriculture and development	Provides capacity building and agriculture equipments, Suco development Plan and justice programs
Timor Aid	Capacity building	Training women groups support development program
Care International	Health and Development	Health program
Fudasaun Timor Harii	Health	Civic education and HIV
Fundasaun Comunidade Futuru	Infrastructure	Infrastructure

Source: Democratic Governance Support Unit/UNMIT February 2010

**Annex 8: NGOs activities in Oecussi**

<b>Organization</b>	<b>Sectors</b>	<b>Programs</b>
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 Oekusi)	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 Oekusi)	Advocacy and Training	Legal Aid Support
FPWO (Forum Peduli Wanita Oekusi)	-Training for Youth (PAS Program) -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 Program, Water and Sanitation, Agriculture, Training, and Human Rights and Justice
TAIS	SISCA Implementer	Health Program
Youth in Action	Education	Civic Education and Human Rights

Source: Democratic Governance Support Unit/UNMIT February 2010

**Annex 9: List of Abbreviations**

	Anacromym	Description
<b>A</b>	<b>AHCAE</b>	Asosiasaun Haburas Capacidade Atoni Encalve
<b>B</b>	<b>BIFANO</b>	Binibo Faif Nome
	<b>BNU</b>	Banco Nacional Ultramarino
	<b>BPU</b>	Border Patrol Unit
<b>C</b>	<b>CDO</b>	Community Development Officer
	<b>CE</b>	Civic Education
	<b>CJDDC</b>	Comisaun Jestaun Desastres Distristu Covalima / <i>Commission of Covalima District Disaster Management</i>
	<b>CVTL</b>	Cruz Vermelha Timor-Leste
<b>D</b>	<b>DA</b>	District Administrator
	<b>DDA</b>	Deputy District Administrator
	<b>DDO</b>	District Development Officer
	<b>DNAAS</b>	Diresaun Nasional Apoio Administraun Suco / <i>National Directorate of Support to Suco Administration</i>
	<b>DNAF</b>	Diretoria Nasional Administraun no Finansas / <i>National Directorate of Finance and Administration</i>
	<b>DNAL</b>	Diretoria Nasional no Admnistrasaun Local / <i>National Directorate for Local Administration</i>
	<b>DNDLOT</b>	Diretoria Nasional no Desenvolvimentu Local Admnistrasaun Territorial / <i>National Directorate of Local Development and Territorial Management</i>
<b>E</b>	<b>ECM</b>	Educasaun Comunidade Matebian
	<b>EDTL</b>	Electricity of Timor-Leste
	<b>ETDA</b>	East Timor Development Agency
<b>F</b>	<b>FAO</b>	Food and Agriculture Organization
	<b>FEO</b>	Centru Feto Enclave Oekusi
	<b>F-FDTL</b>	FALINTIL- Força Defesa Timor-Leste
	<b>FFSO</b>	Fundasaun Fatu Sinai Oekusi
	<b>FMH</b>	Fundasaun Moris Hamutuk
	<b>FONGTIL</b>	Forum Organisaun Naun Governamental Timor-Leste
	<b>FPWO</b>	Forum Peduli Wanita Oekusi
<b>G</b>	<b>GTZ</b>	Gesellschaft für Technische Zusammenarbeit / <i>German Technical Cooperation</i>
<b>H</b>	<b>HIV/AIDS</b>	Human Immunodeficiency Virus/ Acquired Immuno Deficiency Syndrome
<b>I</b>	<b>ILO</b>	International Labor Organization
	<b>INAP</b>	National Institute of Public Administration
	<b>IOM</b>	International Organization for Migration

<b>J</b>	<b>JICA</b>	Japan International Cooperation Agency
<b>L</b>	<b>LDF</b>	Local Development Fund
	<b>LDP</b>	Local Development Program
<b>M</b>	<b>MoU</b>	Memorandum of Understanding
	<b>MP</b>	Members of Parliament
	<b>MSATM</b>	Ministério da Administração Estatal e Ordenamento do Território/ <i>Minister of Administration and Territorial Management</i>
	<b>MTCI</b>	Ministério do Turismo, Comércio e Indústria / <i>Minister of Tourism, Trade and Industry</i>
<b>N</b>	<b>NGO</b>	Non-Governmental Organization
	<b>NP</b>	National Parliament
<b>O</b>	<b>OHM</b>	Organizasaun Haburas Moris
<b>P</b>	<b>PD</b>	Partido Democrático / <i>Democrat Party</i>
	<b>PDHJ</b>	Provedor Direitos Humanos e Justiça/ <i>Provedor of Human Rights and Justice Human Rights</i>
	<b>PDS</b>	Plano Desenvolvimento Suco/ <i>Suco Development Plan</i>
	<b>PM</b>	Prime Minister
	<b>PNTL</b>	Policia Nacional de Timor-Leste
<b>R</b>	<b>RDP</b>	Regional Development Project
	<b>RWSSP</b>	Rural Water Sanitation Service Program
<b>S</b>	<b>SAS</b>	Serviço Agua e Saneamento Water and Sanitation Service
	<b>SDA</b>	Sub- District Administration
	<b>SEPI</b>	Secretaria de Estado da Promoção da Igualdade / <i>Secretary of State for the Promotion of Equity</i>
	<b>SoS</b>	Secretary of State
	<b>STAE</b>	Secretariado Técnico de Administração Eleitoral / <i>Technical Secretariat for the Administration of Elections</i>
<b>T</b>	<b>TAF</b>	The Asia Foundation
<b>U</b>	<b>UNCDF</b>	United Nations Capital Development Fund
	<b>UNDP</b>	United Nations Development Program
	<b>UNMIT</b>	United Nations Integrated Mission in Timor-Leste
	<b>UNPOL</b>	United Nations Police
<b>V</b>	<b>VPM</b>	Vice Prime Minister
<b>W</b>	<b>WFP</b>	World Food Program
<b>Y</b>	<b>YDP</b>	Youth Development Funds