



LOCAL GOVERNANCE REPORT

MARCH 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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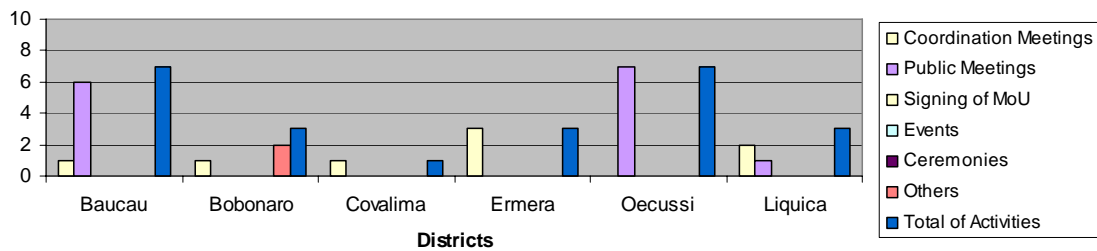
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DISTRICT ADMINISTRATION

Main Activities of the District Administration

Comparison of Activities by Districts
March 2010



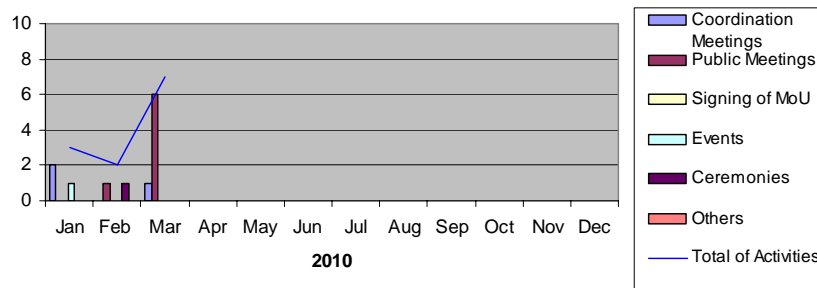
From January to March 2010, the activities organized by the District Administrators are detailed as follows:

BAUCAU

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

Source: District Administration Office_ 09 April 2010

Activities of the District Administration of Baucau



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

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.

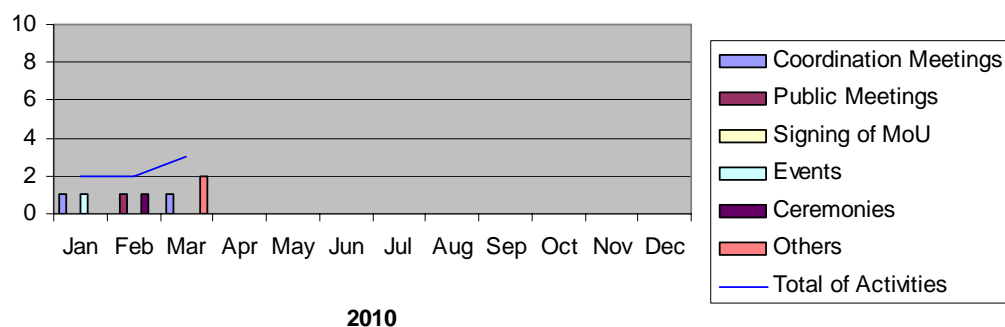
March 2010

1. On 10 March 2010, the Task Force Team, composed of district and Sub districts administrators, PNTL and F-FDTL and civil society organizations, had a *coordination meeting* to discuss the current security and events in the district and on the mechanisms to jointly address them.
2. From 22 to 27 March 2010, the district administration and civil societies organized 6 *public meetings* to raise awareness on security and stability, such as murder cases, natural disasters and fights of martial arts groups conducted by Task Force Team in all 6 Sub districts.

BOBONARO

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

Activities of the District Administration of Bobonaro



March 2010

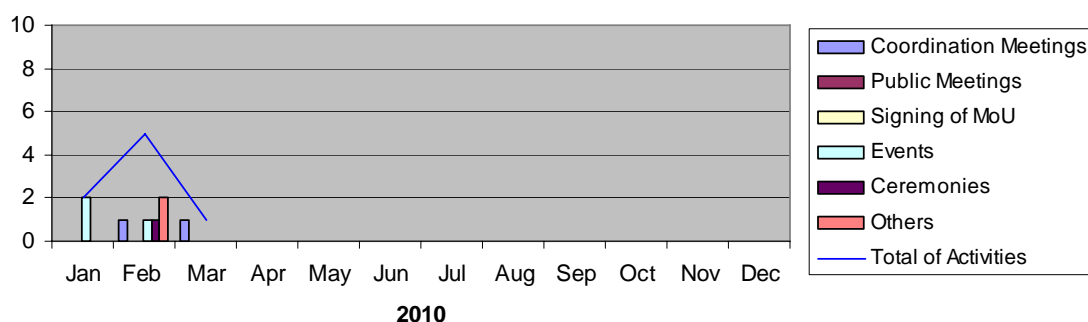
1. From 15 to 19 March 2010: The National Directorate of Local Development and Territorial Management (DNDLOT) conducted one week *training* on Local Development Program for Sub District Community Development in district administration office. Around 30 participants attended with the objective to train on planning, procurements and finance in local level.
2. On 19 March 2010, a *coordination meeting* was organized by Bobonaro municipal preparation committee to create 2010 committee work plan. Around 25 members of the committee consisting of District & Sub district administrators, DDO and head of sectors attended the meeting.

- From 22 to 23 March 2010, DNDLOT held two days *training* for 56 participants on Suco Development Planning, particularly on need assessment and how to prepare projects at the Suco level.

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										2
Public Meeting	0	0	0										0
Signing of MoU	0	0	0										0
Events	2	1	0										3
Ceremonies	0	1	0										1
Others	0	2	0										2
Total of Activities	2	5	1										8

Activities of the District Administration of Covalima



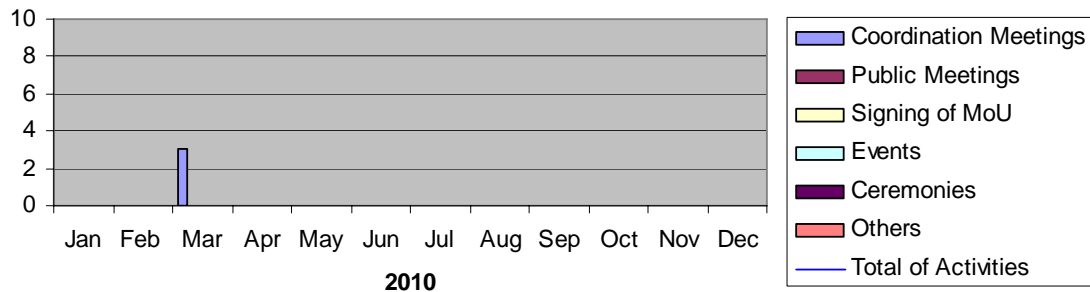
March 2010

- On 03 March 2010, Deputy District Administrator conducted a meeting with market entrepreneurs on hygiene and fees charges.

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										3
Public Meeting	n/a	n/a	0										0
Signing of MoU	n/a	n/a	0										0
Events	n/a	n/a	0										0
Ceremonies	n/a	n/a	0										0
Others	n/a	n/a	0										0
Total of Activities	n/a	n/a	3										3

Activities of the District Administration of Ermera



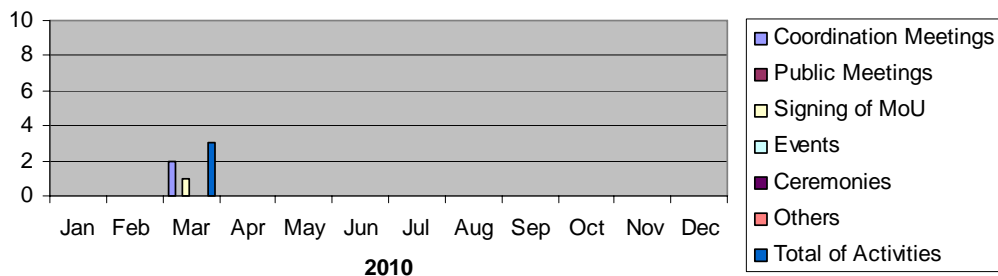
March 2010

1. On 11 March 2010, a *coordination meeting* was held in Ermera involving departments of Education, Health, PNTL Commander, Sub district Administrators, Gender focal point and Church representatives. The main objective of the coordination meeting was to strength and discuss with UNICEF the establishment of District Communication Team based in the recommendation of last year coordination meeting.
2. On 15 March 2010, there was a *coordination meeting* held by District Administrator and Suco Chiefs. The main objective of the coordination meeting was to inform the Suco Chiefs about the DNAAS activities FY 2010, collect suggestion from Suco Chiefs on the main difficulty encountered and the use of new motorbikes.
3. On 29 March 2010, the District Administrator conducted a *coordination meeting* with Suco Chiefs and representative from Foreigner Affairs Ministry regarding COMPASSIS Project.

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
Public Meeting	n/a	n/a	1										1
Signing of MoU	n/a	n/a	0										0
Events	n/a	n/a	0										0
Ceremonies	n/a	n/a	0										0
Others	n/a	n/a	0										0
Total of Activities	n/a	n/a	3										3

Activities of the District Administration of Liquica



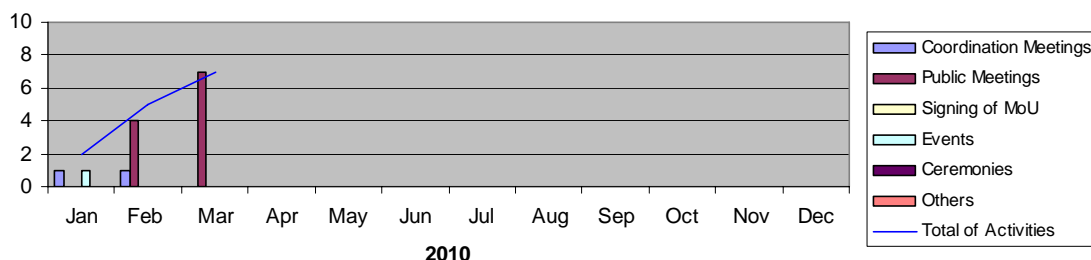
March 2010

1. On 11 March 2010, a *coordination meeting* with the District Administration and members of Ministry of Social Solidarity was held to address issues regarding elderly people and natural disasters.
2. On 25 March 2010, a coordination meeting with the District Administrator and UNMIT Officer was held regarding the development plan for the District.
3. On 23 March 2010, a public meeting with Consultative Council of Petroleum Fund, national NGOs, Civil Servants, Suco Chiefs, Political Leaders and Chiefs of District of different level and sectors was held regarding the petroleum fund.

OECUSSI

Activities of the District Administration	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Coordination Meetings	1	1	0										2
Public Meetings	0	4	7										11
Signing of MoU	0	0	0										0
Events	1	0	0										1
Ceremonies	0	0	0										0
Others	0	0	0										0
Total of Activities	2	5	7										14

Activities of the District Administration of Oecussi

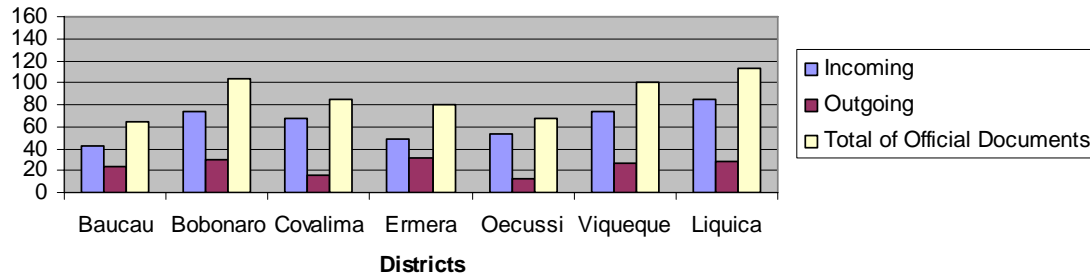


March 2010

1. On 10 March 2010, District Administrator held a *public meeting* with NGOs in Passabe Sub district regarding the preservation of the environment and re-forestation.
2. On 13 March 2010, District Administrator held a *public meeting* with Women Business Representatives in Naimeco village.
3. On 14 March 2010, District Administrator held a *public meeting* with the community of the Aldeias of Makelab and Taiboko on food security.
4. On 18 March 2010, District Administrator held a *public meeting* with community in the Sub district of Passabe on agriculture and food security.
5. On 22 March 2010, District Administrator held a *public meeting* with NGO Forum
6. On 24 March 2010, District Administrator held a *public meeting* with community in Nitibe Sub district, on water and sanitation in the schools.
7. On 25 March 2010, District Administrator held a *public meeting* with Women Representatives on gender participation in Pante Makassar Sub district.

Official Documents

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



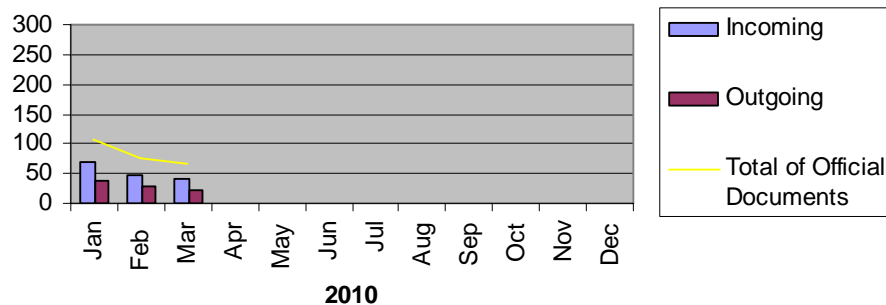
From January to March 2010, District Administrators have used official written communication as follow⁴:

BAUCAU

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	70	48	42											160
Outgoing	38	29	23											90
Total of Official Documents	108	77	65											250

Source: District Administration Office_12 April 2010

Official Documents Baucau



Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1.	04 Mar 10	National Directorate for Environment	Request for activities report

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 general information from Dili**

No.	Date	From Whom	Subject
1.	03 Mar 10	National Institute for Public Administration	Information for Course on Microsoft Office 2003
2.	01 Mar 10	National Directorate of Suco Administrative Support	Information on the Suco Properties
3.	16 Mar 10	National University of Timor-Leste	Scientific Investigation by UNTL students

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

No.	Date	From Whom	Subject
1.	04 Mar 10	Catholic Relief Services	Invitation
2.	08 Mar 10	Baucau Diocese	Invitation
3.	09 Mar 10	District Health Office	Invitation
4.	10 Mar 10	District Agriculture Office	Invitation

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

No.	Date	From Whom	Subject
1.	04 Mar 10	Provedor Human Rights and Justice	Report on the complaints documents
2.	08 Mar 10	STAE Baucau	Submit report of activities

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

No.	Date	From Whom	Subject
-	N/A	N/A	N/A

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

No.	Date	From Whom	Subject
3.	01 Mar 10	Vemasse Sub District Administration	Report on the total number of Suco Lia Nain in Vemasse
4.	09 Mar 10	Samalari Village	Report on the installation of solar panel system
5.	09 Mar 10	Laga Sub District Administration	Report on natural disaster
6.	09 Mar 10	Baucau Sub District Administration	Information
7.	08 Mar 10	Quelicai Sub District Administration	Monthly report
8.	23 Mar 10	Venilale Sub District Administration	Awareness on security/stability in district level
9.	26 Mar 10	Venilale Sub District Administration	Monthly report
10.	29 Mar 10	Quelicai Sub District Administration	Report on natural disaster

Outgoing

- **Main correspondence to Dili**

No.	Date	To Whom	Subject
1.	03 Mar 10	Ministry of State Admin & Territorial Management	Weekly report

2.	04 Mar 10	National Directorate for Local Administration	Request to open bank account for LDP Fund
3.	04 Mar 10	National Directorate for Local Administration	Meeting of District Disaster Management Committee members
4.	08 Mar 10	National Directorate for Local Administration	Submission of the bank account for LDP Fund
5.	18 Mar 10	Director of National Directorate for Local Administration	Request to repair Suco equipments
6.	24 Mar 10	Director of National Directorate for Local Administration	Report
7.	29 Mar 10	Director of National Directorate for Local Administration	Report

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

No.	Date	To Whom	Subject
1.	08 Mar 10	All departments in Baucau	Request for weekly meeting
2.	18 Mar 10	Department of Education	Invitation and hand over term for school Borudua under LDP
3.	22 Mar 10	Catholic Relief Services NGO	Request for transport support

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

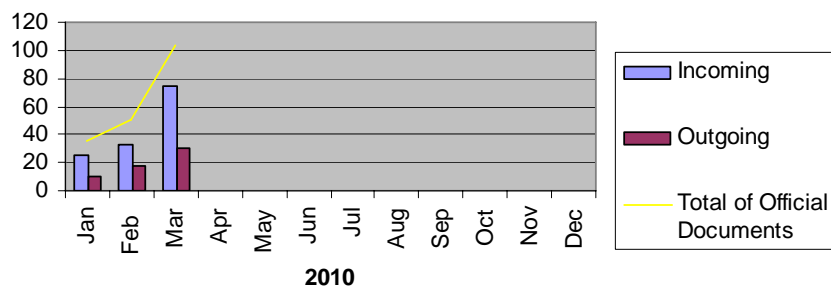
No.	Date	To Whom	Subject
1.	08 Mar 10	Member of Sub District Development Committee/Local Development Program (CDS/D/LDP)	Training for CDS/D/LDP elected members
2.	09 Mar 10	Bahu and Trilolo village	Joint cleaning activities
3.	18 Mar 10	Baguia Sub District Administration	Hand over term for mini market in Lavateri

BOBONARO

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	25	33	74											132
Outgoing	10	18	30											58
Total of Official Documents	35	51	104											190

Source: District Administration Office_31 March 2010

Official Documents Bobonaro



Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1.	31 Mar 10	National Director for Local Administration	Report of the staff attendance list

- **Main general information from Dili**

No.	Date	From Whom	Subject
1.	17 Mar 10	Francisco Maria da Vasconcelos	Invitation letter for annual workshop of Petroleum Fund
2.	19 Mar 10	Manager IOM	Information letter to establish IOM office in Maliana
3.	25 Mar 10	National Director for Local Administration	Candidate to attend training course in Australia
4.	25 Mar 10	National Director for Local Administration	Performance Evaluation and weekly report
5.	31 Mar 10	MoSATM	National meeting on evaluation of LGSP

Outgoing

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

No.	Date	To Whom	Subject
1.	02 Mar 10	Director/Head of Departments	Letter regarding staff contribution for the sworn of Bishop Diocese in Maliana
2.	15 Mar 10	PNTL Commander	Data of PNTL staff
3.	26 Mar 10	Directors of local companies	Invitation letter to elect the women representative of district businessman to attend the conference of the Chamber of Commerce and Industry (CCI)
4.	04 Mar 10	Director/Head of Department	Invitation letter regarding Local Development Program training

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

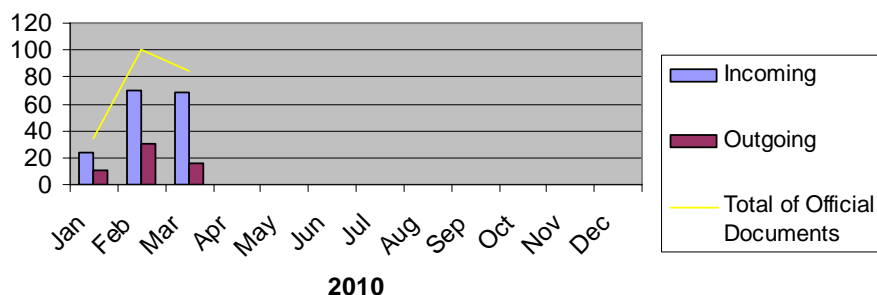
No.	Date	To Whom	Subject
1.	02 Mar 10	Bobonaro Sub District Administrator	Response letter regarding food security humanitarian support
2.	02 Mar 10	Bobonaro Sub District Administrator	Response letter regarding 2006-2009 natural disasters support
3.	03 Mar 10	Bobonaro Sub District Administrator	Information letter regarding IT training for Local Government Officer (OGL)
4.	04 Mar 10	Bobonaro Sub District Administrator	Invitation letter regarding LDP training
5.	10 Mar 10	Bobonaro Sub District Administrator	Letter regarding 2010 population data
6.	15 Mar 10	Bobonaro Sub District Administrator	Data of SDA staff
7.	15 Mar 10	Bobonaro Sub District Administrator	Invitation letter regarding 1st meeting of Preparation Committee for Municipal Establishment

COVALIMA

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	24	70	68											162
Outgoing	10	30	16											56
Total of Official Documents	34	100	84											218

Source: District Administration Office_12 April 2010

Official Documents Covalima



Incoming

- **Main instructions from Dili**

No.	Date	To Whom	Subject
1.	02 Mar 10	USAID	Meeting invitation with community leaders on land dispute
2.	10 Mar 10	DNAL	Annual report
3.	25 Mar 10	Ministry of Finance	Formal invitation for the International Dialogue in Dili (09-10 April 2010)
4.	29 Mar 10	National Direction of Gender Development Policy	2 days workshop invitation for DAs to evaluate implemented programs

- **Main general information from Dili**

No.	Date	To Whom	Subject
1.	09 Mar 10	Ministry of Justice	Information DAs of Viqueque, Lospalos, Ermera and Covalima
2.	18 Mar 10	Ministry of Health	Authorization for health students to conduct research
3.	25 Mar 10	MAEOT	Circulation about the use of Government's vehicles
4.	25 Mar 10	Ministry of Finance	TL Development Partners Meeting

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

No.	Date	To Whom	Subject
1.	01 Mar 10	PST Party	Members of commission of the party
2.	10 Mar 10	Transport Covalima	Tax Monthly Income report

3.	18 Mar 10	Centru Comunidade (Community Center)	Information and consultation on circus exhibition of Australia
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- **Main general information from other offices in the district**

No.	Date	To Whom	Subject
1.	12 Mar 10	Centru Juventude Covalima (Covalima Youth Center)	Notification acting coordinator CJC
2.	12 Mar 10	BPU	Report on people stealing properties at Timor-Leste border line
3.	23 Mar 10	STAE Covalima	Information of Alteration resolution calendar readjustment

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

No.	Date	To Whom	Subject
1.	22 Mar 10	Fohorem Sub District Administrator	Request for Doctor
2.	29 Mar 10	Tilomar Sub District Administrator	Request for new Suco office construction in Maudemo village

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

No.	Date	To Whom	Subject
1.	01 Mar 10	Zumalai Sub District Administrator and LGO	Weekly reports and stability report
2.	01 Mar 10	Maucatar and Fohorem Sub District Administrator	Weekly report
3.	03 Mar 10	Fatululic Sub District Administrator	Process of selection CDS and CDSD members
4.	05 Mar 10	Tilomar Sub District Administrator and CDO	Weekly report of March 2010
5.	08 Mar 10	Fatumean Sub District Administrator	Weekly report, report on CPDRTL hand over flag and other report lost Suco equipment in Nanu Village.
6.	10 Mar 10	Tilomar Sub District Administrator	Report about first meeting electing traditional judge
7.	10 Mar 10	Dato Tolu Village	First meeting in the Sucos of 2010
8.	12 Mar 10	Fatululic Sub District Administrator	Weekly report
9.	22 Mar 10	Maucatar and Fatumean Sub District Administrator	Weekly Report
10.	24 Mar 10	Tilomar Sub District Administrator	Report about Indonesian stealing TL wealth in Tuanatar Aldeia Mikir Suco Beiseuk
11.	26 Mar 10	Maucatar Sub District Administrator	Weekly report

Outgoing

- **Main correspondence to Dili**

No.	Date	To Whom	Subject
1.	01 Mar 10	Director DNAL	Monthly cover letter
2.	02 Mar 10	DNAL director Mr. Abilio J. Caetano	Request a generator 2 Mega Watt
3.	08 Mar 10	Director DNAL	Transparency of fund

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

No.	Date	To Whom	Subject
1.	02 Mar 10	District PNTL commander	Invitation for meeting
2.	02 Mar 10	All sectors chiefs in the district	Request Executive list for LDP
3.	12 Mar 10	Director of Administration	2009 Annual report

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

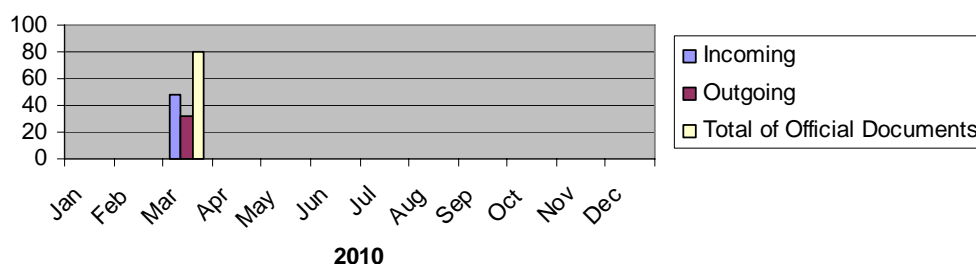
No.	Date	To Whom	Subject
1.	01 Mar 10	7 Sub District Administrators and 30 Suco chiefs	Request for Information
2.	02 Mar 10	Suai Sub District Administrator and Suco Chief Debos	Invitation for meeting
3.	09 Mar 10	Maucatar and Suai Sub District Administrator	Instruction for duty or work
4.	15 Mar 10	Sub District Administrators and Suco Chiefs	Called for District Assemblies Training

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											48
Outgoing	n/a	n/a	32											32
Total of Official Documents	n/a	n/a	80											80

Source: District Administration Office_05 April 2010

Official Documents Ermera



Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1.	10 Mar 10	General Director DNAL	Decree law No.8/2003
2.	10 Mar 10	Minister State Administration Cabinet	Meeting with Timor -Leste Development Partners
3.	25 Mar 10	DNAL	Names of Suco Chiefs
4.	25 Mar 10	DNAL	Performance Evaluation and Weekly Report

- **Main general information from Dili**

No.	Date	From Whom	Subject
1.	05 Mar 10	Government	Ministry of Health National Human Resources Management – Acknowledgement of Students for research
2.	10 Mar 10	Minister Cabinet	Timor -Leste Meeting with Development Partners
3.	21 Mar 10	DNSSED- Civil Security	Report on implementation of Work Request
4.	22 Mar 10	Min. Agriculture – Forest National Management	Tula ai- Wood License
5.	23 Mar 10	SEPI	Invitation letter
6.	25 Mar 10	DNAF	Acknowledgement letter
7.	25 Mar 10	State Secretary Transport and Communication Equipment	Invitation
8.	31 Mar 10	National Management of Natural Disaster	Natural Disasters
9.	31 Mar 10	Ministry of State and Administration	Communication on survey
10.	10 Mar 10	Minister Cabinet-	Timor -Leste Meeting with Development Partners
11.	21 Mar 10	DNSSED	Report on implementation of Work Order

- **Main request from other Offices in the District**

No.	Date	From Whom	Subject
1.	03 Mar 10	Tata mai Lau UNIP Lda	Construction of plant nursery center

- **Main General Information from other Offices in the District**

No.	Date	From Whom	Subject
1.	17 Mar 10	District Coordinator	Internal Rules
2.	16 Mar 10	Civil Registry Management – Ermera District	RDTL Certification Process
3.	10 Mar 10	Mario de Deus	Acknowledgement of complaining

- **Main requests from lower Offices in the District**

No.	Date	From Whom	Subject
1.	08 Mar 10	Coordinator Bio-Gas - Suco Ponilale	Invitation

- **Main general Information or reports from lower Offices in the District**

No.	Date	From Whom	Subject
1.	09 Mar 10	Atsabe Sub district Administrator-	Disaster Report
2.	10 Mar 10	Hatolia Sub district Administrator-	Report of burned houses incident
3.	22 Mar 10	ASD Letefoho	Proposal
4.	22 Mar 10	ASD Letefoho	Report
5.	31 Mar 10	Atsabe Sub district	Proposal

Outgoing

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

No.	Date	From Whom	Subject
1.	01 Mar 10	District Administrator	Death information
2.	01 Mar 10	District Administrator	Report on Security and Social Problems from District and Sub district
3.	01 Mar 10	District Administrator	Report on Data of Civil Servants Activities-DNAL
4.	03 Mar 10	District Administrator	Information- Programme of Alphabetization campaign
5.	03 Mar 10	District Administrator	Information- Suco Lauala Population
6.	03 Mar 10	District Administrator	Civil Servant Lists – DNAL
7.	03 Mar 10	District Administrator	Report Temporary Staff – DNAL
8.	04 Mar 10	District Administrator	Invitation- UNICEF
9.	10 Mar 10	District Administrator	Report on Civil Security
10.	10 Mar 10	District Administrator	Report on Civil Servant Activities – DNAL
11.	11 Mar 10	District Administrator	Proposal - Secretary of State Social Security
12.	11 Mar 10	STAE Ermera	Monthly Report- STAE Director
13.	11 Mar 10	STAE Ermera	Weekly Report -STAE Director
14.	12 Mar 10	District Administrator	Coffee Processing Project – SAMATRAI Director
15.	17 Mar 10	District Administrator	Annual Report on Programme of Activities for Fiscal Year 2009 in Ermera District – Director DNAL
16.	30 Mar 10	STAE Ermera	Weekly Report – STAE Director

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

No.	Date	From Whom	Subject
1.	16 Mar 10	Deputy District Administrator	Cleaning Campaign- Chiefs of Departments- Ermera District

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

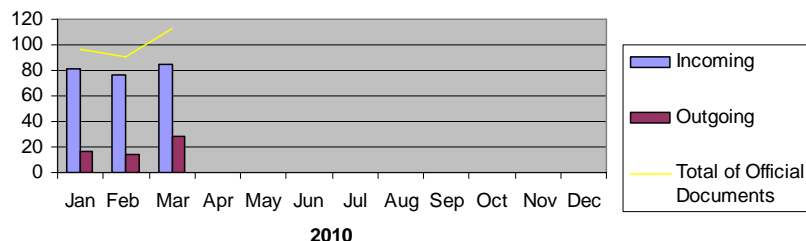
No.	Date	From Whom	Subject
1.	05 Mar 10	District Administrator	Use of Government Vehicles

LIQUICA

Number of Official Documents	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Incoming	81	77	85										243
Outgoing	16	14	28										58
Total of Official Documents	97	91	113										301

Source: District Administration Office_ 23April 2010

Official Documents Liquica



Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1.	16 Mar 10	Sr. Joao Pereira Jeronimo Director DNSAS	Tender Package

- **Main general information from Dili**

No.	Date	From Whom	Subject
1.	02 Mar 10	Sr. Celestino Marques Director DNAAS	Assets of Suco Office
2.	08 Mar 10	Sr. Mario Amaral Seroja Executive Director of VOTA Dili	Possibility of opening courses of Portuguese Language and Computer in Suco Lauhata
3.	18 Mar 10	National Director	Information about National Priorities
4.	25 Mar 10	Director INTERINO DNDPG	Two day workshop for District Focal Points and Civil Society

- **Main request from other Offices in the District**

No.	Date	From Whom	Subject
1.	04 Mar 10	Civil Society of Liquiçá District	Report on Civil Society Activities

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

No.	Date	From Whom	Subject
1.	01 Mar 10	Chief of District Land Property	Monthly report

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

No.	Date	From Whom	Subject
1.	11 Mar 10	Suco Chief Metagou	Statement Letter

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

No.	Date	From Whom	Subject
1.	01 Mar 10	Suco Chief Tibar	Natural Disaster: Corn destroyed by rats and wind

Outgoing

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

No.	Date	To Whom	Subject
1.	30 Mar 10	Director of District Agriculture	License for cutting wood

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

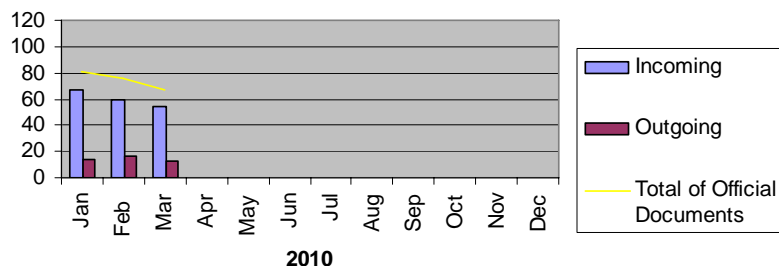
No.	Date	To Whom	Subject
1.	15 Mar 10	Sub District development Commission and all Suco Chief in the District	Local Development Fund Allocation and plan instruction.
2.	15 Mar 10	District Assembly Member	Invitation for District Assembly

OECUSSI

Number of Official Documents	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Incoming	67	59	54											180
Outgoing	14	17	13											44
Total of Official Documents	81	76	67											224

Source: District Administration Office_16 April 2010

Official Documents Oecussi



Incoming

- **Main instructions from Dili**

No.	Date	From Whom	Subject
1.	01 Mar 10	DNAL-MAEOT/Director DNAL	Weekly Report

- **Main general information from Dili**

No.	Date	From Whom	Subject
1.	01 Mar 10	GMED/Joao Mendes Alves	Workshop for MDG achievement funds on joint programme on promoting sustainable food and nutrition in Timor-Leste.
2.	12 Mar 10	Florindo Pereira	Protocol for National Flag
3.	23 Mar 10	Ministry of Finance	Timor-Leste meeting with 2010 development partners

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

No.	Date	From Whom	Subject
1.	01 Mar 10	Maria Paixao Jesus da Costa	Healthy Regional Conference on Reproductive, Sexual Education and Family Planning in Oecussi district

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

No.	Date	From Whom	Subject
1.	01 Mar 10	DSADO	Progress Report of Referendum Package projects
2.	01 Mar 10	DNAL-MAEOT	Annual Report 2009
3.	01 Mar 10	DSADO	Work Delegation
4.	02 Mar 10	Mateus Mendes	Report on TNI entered in to area of village Beneufe, Sub district Nitibe.
5.	03 Mar 10	CRE-DNRN-MJ	Security Support to Offices Protection
6.	12 Mar 10	DSADO	Request for chairs and meeting hall
7.	25 Mar 10	DSADO	Report on physic progress referendum package

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

No.	Date	From Whom	Subject
1.	08 Mar 10	Marilia Ohra Da Costa	Invitation for meeting in Sub district

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

No.	Date	From Whom	Subject
1.	01 Mar 10	UGM/Enwar A. Purwanto	Research Request
2.	12 Mar 10	Luis Sergio Hanjam	Information about Map publication
3.	15 Mar 10	Coordination HP	Request for visiting to community activity team in Naimeco Village, Noque Aldeia
4.	26 Mar 10	Church Nossa Senhora de Fatima	Proposal support of teak
5.	26 Mar 10	Salvador Ximenes	Proposal support of fund

Outgoing

- **Main correspondence to Dili**

No.	Date	To Whom	Subject
1.	03 Mar 10	MAEOT/AAD	Information of research of Francisco Marques
2.	08 Mar 10	DNAT-MAEOT	Contract of temporary staff
3.	09 Mar 10	MAEOT-DNAL	Internal distribution work of new staff
4.	09 Mar 10	DNAL-MAET	Request for extension of official visa for multiple entry
5.	10 Mar 10	MAEOT/AAD	Monthly Report

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

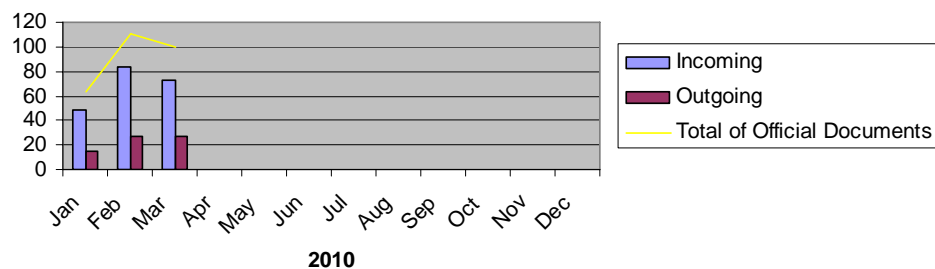
No.	Date	To Whom	Subject
-	-	-	-

VIQUEQUE

Number of Official Documents	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Incoming	48	83	73										204
Outgoing	15	27	27										69
Total of Official Documents	63	110	100										273

Source: District Administration Office_20 April 2010

Official Documents Viqueque



Incoming

- Main instructions from Dili

No.	Date	From Whom	Subject
1.	05 Mar 10	Health Ministry	Advocacy for healthy
2.	09 Mar 10	President of the Republic	Marathon information

- Main general information from Dili

No.	Date	From Whom	Subject
1.	08 Mar 10	DNAL	Annual Report
2.	10 Mar 10	Forestry S.A	License to transported wood

- Main requests from other offices in the district

No.	Date	From Whom	Subject
1.	03 Mar 10	SAS	Information

- Main general information from other offices in the district

No.	Date	From Whom	Subject
1.	02 Mar 10	PNTL	Report on arson

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

No.	Date	From Whom	Subject
1.	02 Mar 10	Ossu Sub district	Weekly report
2.	03 Mar 10	CDSU Uato-Carbau	Invitation for meeting

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

No.	Date	From Whom	Subject
1.	01 Mar 10	Chief of Village	Natural disaster report
2.	01 Mar 10	Chief of village	Natural disaster report
3.	01 Mar 10	Caraubalu village	Natural disaster report
4.	02 Mar 10	Macadique village, Uatolari Sub district	Report
5.	02 Mar 10	Businessmen	Assessment on market price
6.	02 Mar 10	District dept. Education	Information on socialization of museum

Outgoing

- **Main correspondence to Dili**

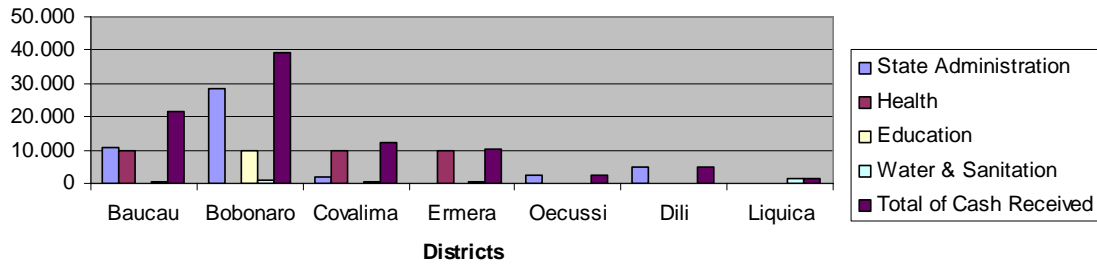
No.	Date	To Whom	Subject
1.	03 Mar 10	DNAL	Leave Form

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

No.	Date	To Whom	Subject
1.	04 Mar 10	OGE	Report on funeral car

District Finance

**Comparison of Financial Cash for Good and Services by District-
March 2010**



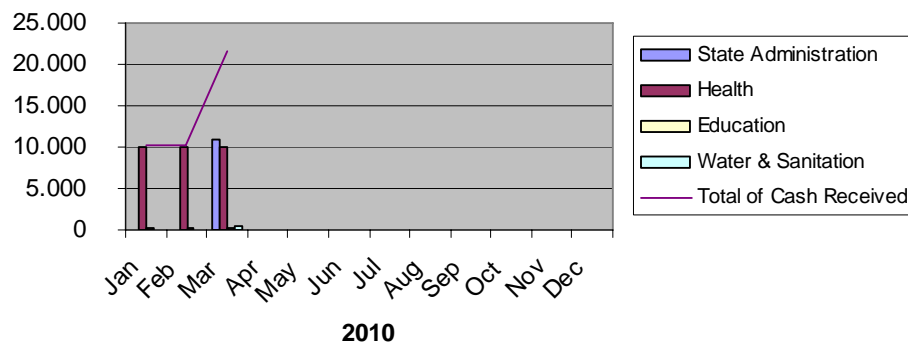
From January to March 2010, government offices in the districts received the following amounts of cash as Goods & Services budget:

BAUCAU

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	0	0	11,000 ⁵											11,000
Health	10,000	10,000	10,000											30,000
Education	180	180	180											540
Water & Sanitation	0	0	350											350
Total of Cash Received	10,180	10,180	21,530											41,890

Source: District Administration Office_ 12 April 2010

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



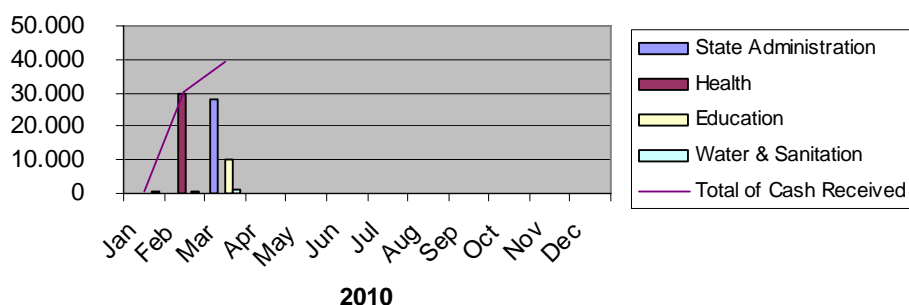
⁵ The funds for State Administration totaling US\$ 11,250 are expected to be received in March, for the period of January-March 2010.

BOBONARO

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	0	0	28,320 ⁶											28,320
Health	0	30,000	0											30,000
Education	0	0	10,000 ⁷											10,000
Water & Sanitation	500	500	1,050											2,050
Total of Cash Received	500	30,500	39,370											70,370

Source: District Administration Office_ 13 April 2010

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



COVALIMA

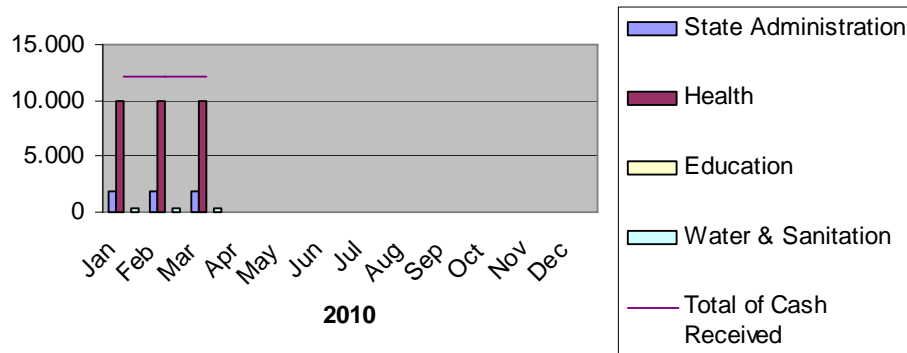
Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	1,771.66	1,771.66	1,771.66											5,314.98
Health	10,000.00	10,000.00	10,000											30,000.00
Education	0	0	0											0
Water & Sanitation	350	350	350											1,050
Total of Cash Received	12,121.66	12,121.66	12,121.66											36,364.98

Source: District Administration Office_ 13 April 2010

⁶ The funds for State Administration totaling US\$ 28,320 were received in March, for the period of January-March 2010.

⁷ The funds for Education totaling US\$ 10,000 were received in March, for the period of January-March 2010.

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

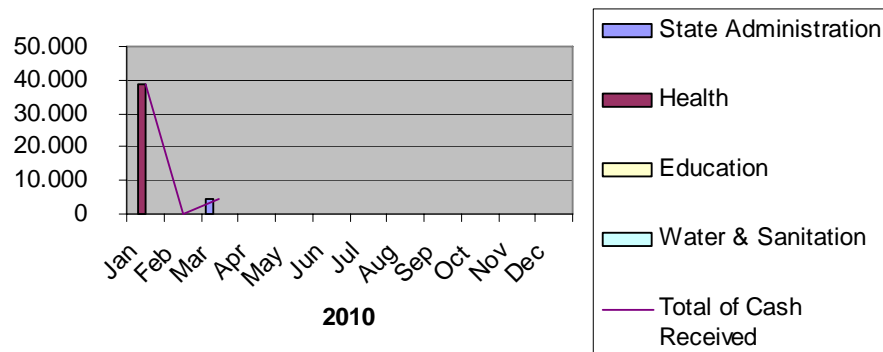


DILI

Cash Received for Goods & Services (US\$)	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
State Administration	0	0	4,705 ⁸										4,705
Health	39,000 ⁹	0	0										39,000
Education	n/a	n/a	n/a										n/a
Water & Sanitation	n/a	n/a	n/a										n/a
Total of Cash Received	39,000	n/a	4,705										43,705

Source: District Administration Office_ 13 April 2010

Cash Received for Goods & Services (US\$) Dili



⁸ The funds for State Administration sector are for the period of January-March 2010.

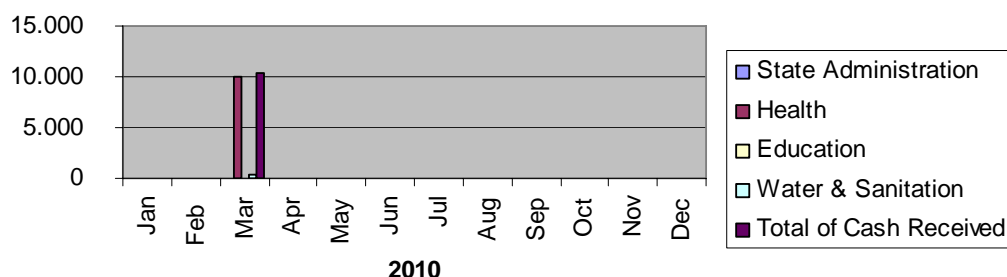
⁹ The funds for Health sector are for the period of January-March 2010.

ERMERA

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	0										0
Health	n/a	n/a	10,000										10,000
Education	n/a	n/a	0										0
Water & Sanitation	n/a	n/a	350										350
Total of Cash Received	n/a	n/a	10,350										10,350

Source: District Administration Office_ 13 April 2010

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



LIQUICA

Cash Received for Goods & Services (US\$)	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
State Administration ¹⁰	0	0	0										0
Health	0	24,000 ¹¹	0										24,000
Education	n/a	n/a	n/a										0
Water & Sanitation	0	0	1,500 ¹²										1,500
Total of Cash Received	0	24,000	1,500										25,500

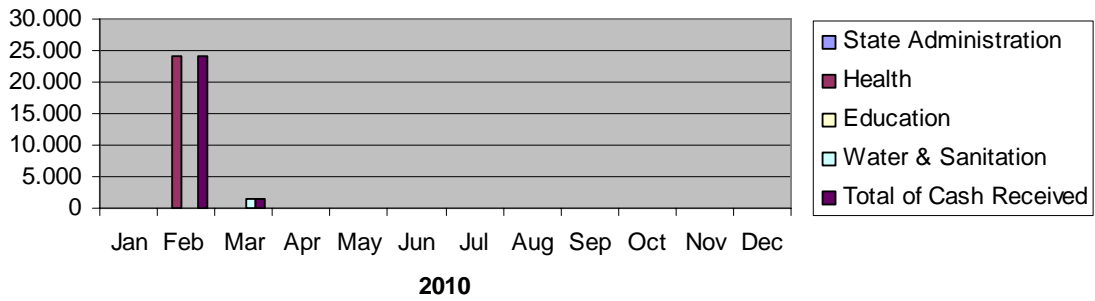
Source: District Administration Office_ 23 April 2010

¹⁰ According to the District Administration Office, Liquica do not have budget for Goods & Services provided for District Administration.

¹¹ 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. Each Health Center receives 1,200.00 USD monthly from District Health Department, and each Health Post 100.00 USD respectively.

¹² According to the District Department of Water & Sanitation, 1,050 USD is provided for a 3 months period.

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

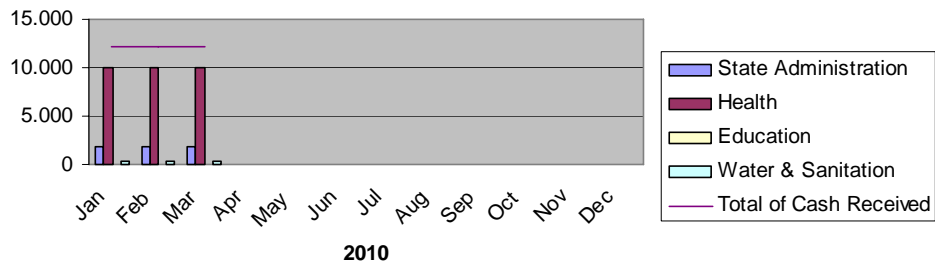


OECUSSI

Cash Received for Goods & Services (US\$)	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
State Administration	2,365	2,365	2,365											7,095
Health	n/a	n/a	n/a											0
Education	n/a	n/a	n/a											0
Water & Sanitation	n/a	n/a	n/a											0
Total of Cash Received	2,365	2,365	2,365											7,095

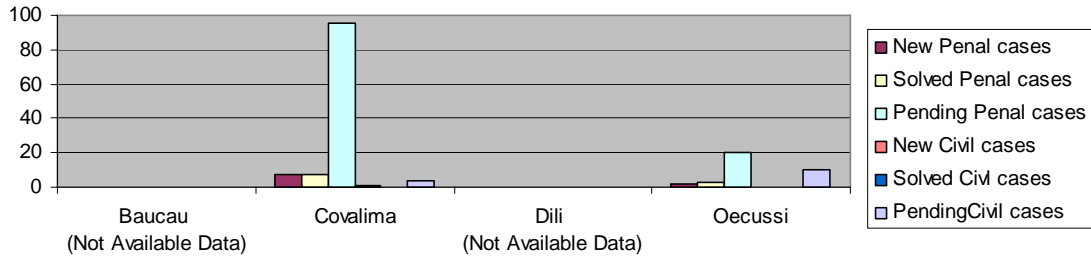
Source: District Administration Office_ 13 April 2010

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



DISTRICT COURTS

**Comparison of Penal and Civil Cases by District Courts-
March 2010**

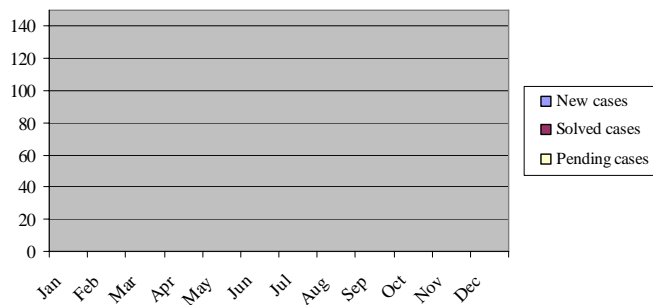


BAUCAU

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

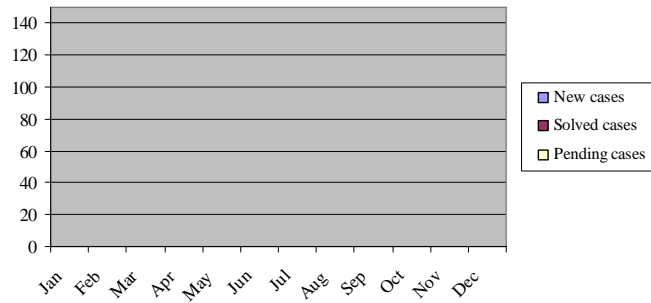
Court of Baucau Penal Cases	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Carried-over cases	N/A	N/A												
New cases	N/A	N/A												
Solved cases	N/A	N/A												
Pending cases	N/A	N/A												

**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

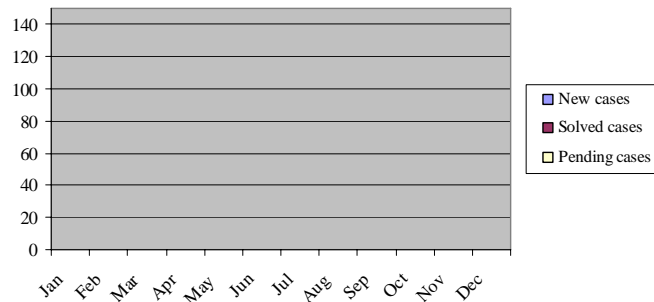


DILI

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

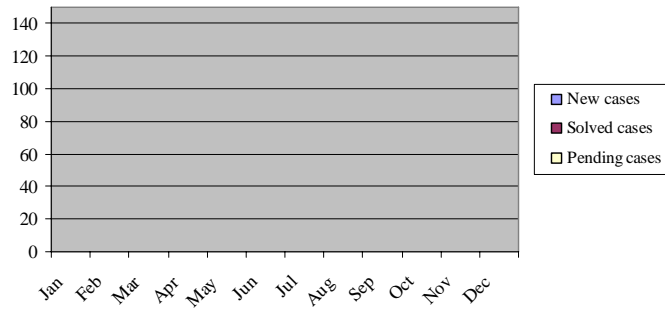
Court of Dili Penal Cases	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carried-over cases	N/A	N/A											
New cases	N/A	N/A											
Solved cases	N/A	N/A											
Pending cases	N/A	N/A											

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



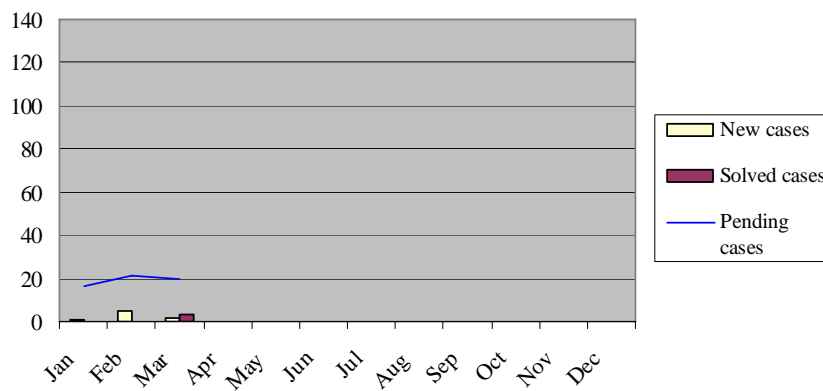
OECUSSI

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	21										
New cases	1	5	2										
Solved cases	0	0	3										
Pending cases	16	21	20										

Source: Secretariat of the District Court of Oecussi up to 31 March 2010

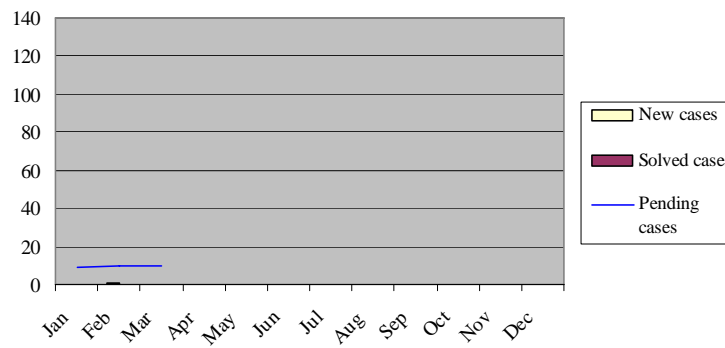
Penal Cases at the District Court of Oecussi



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

Source: Secretariat of the District Court of Oecussi up to 31 March 2010

Civil Cases at the District Court of Oecussi



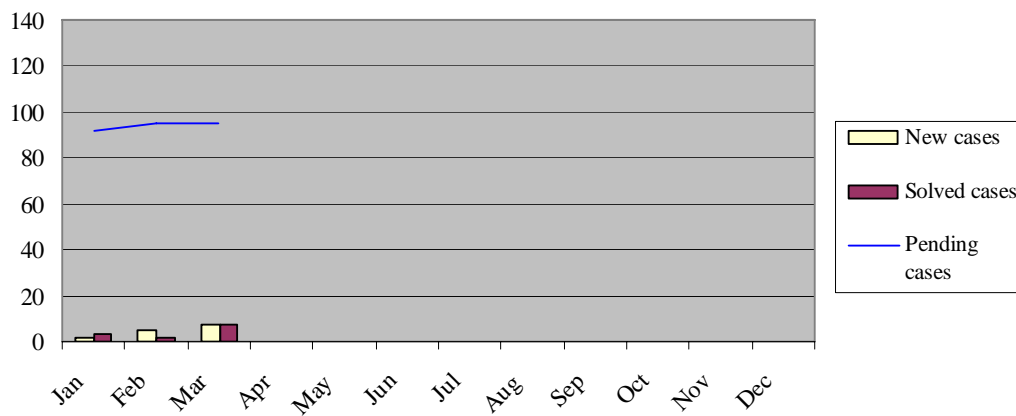
SUAI

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	95										
New cases	2	5	7										14
Solved cases	3	2	7										14
Pending cases	92	95	95										

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

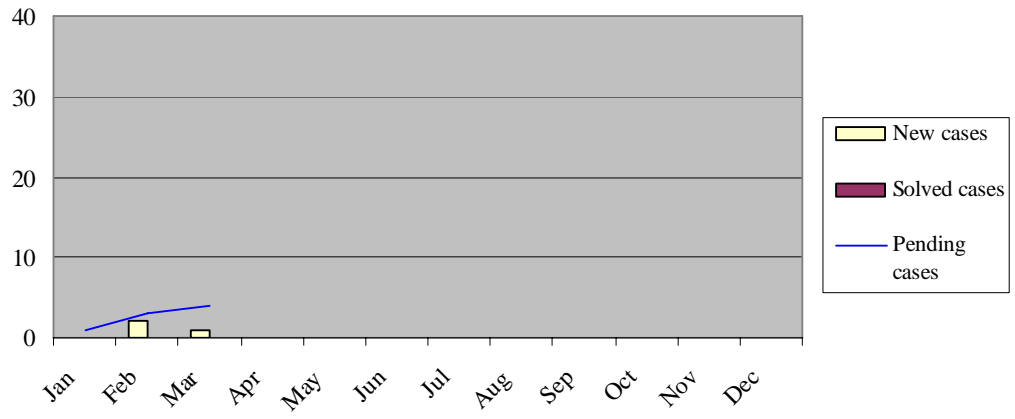
Penal Cases at the District Court of Suai



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

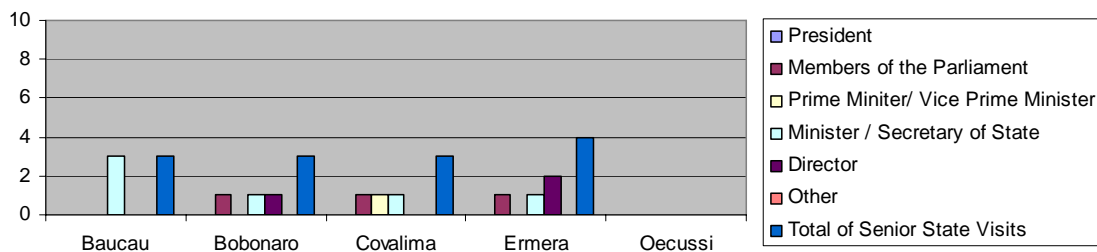
Source: Secretariat of the District Court of Suai up to 31 March 2010

Civil Cases at the District Court of Suai



SENIOR STATE OFFICIALS' VISITS

Comparison of Official Visits by District
March 2010



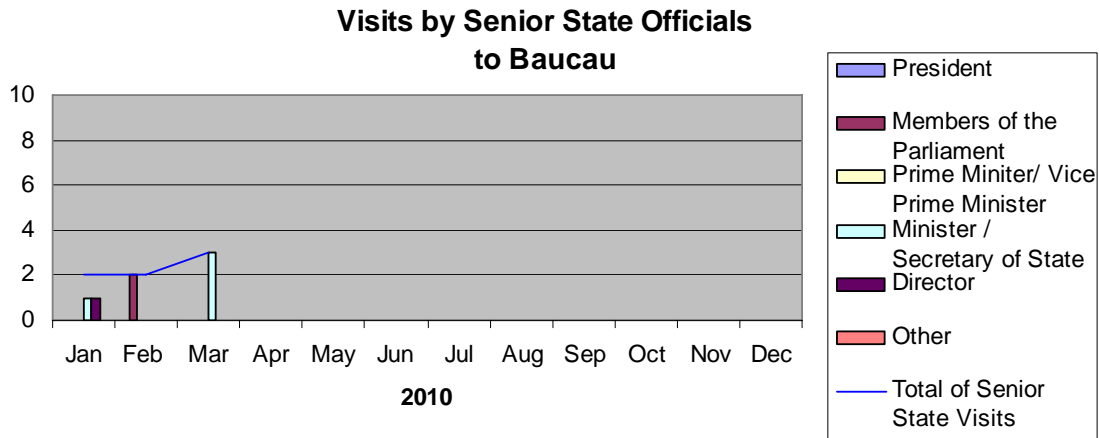
Senior state official visits from Dili to the Districts for January to March 2010 are detailed as follow. In this section, the visit is detailed by the head of the delegation visit.¹³

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
Members of the Parliament	0	2	0										2
Prime Minister/ Vice Prime Minister	0	0	0										0
Minister/ Secretary of State	1	0	3										4
Director	1	0	0										1
Other	0	0	0										0
Total of Senior State Visits	2	2	3										7

Source: District Administration Office_ 09 April 2010

¹³ 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.



March 2010

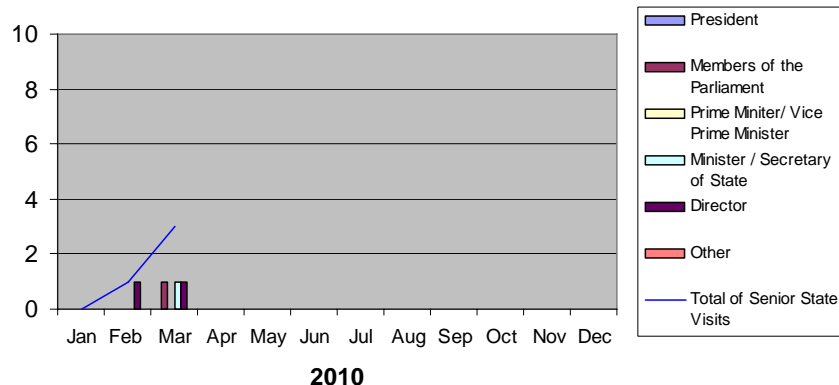
1. From 01 to 06 March 2010, two ministers, three Secretary of State and one vice minister were in Baucau as the team leaders of the voter registration process organized by the STAE and Ministry of Social Solidarity.
2. On 16 March 2010, the Minister of Agriculture and Fisheries visited Baucau to inaugurate a new office of district agriculture.
3. On 02 March 2010, Minister of Education visited technical schools of Venilale and Fatumaca and primary school n° 1 in Baucau. The aim of the visit is to survey and evaluate the condition and activities of these schools.

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	0	0	0											0
Members of the Parliament	0	0	1											1
Prime Minister/ Vice Prime Minister	0	0	0											0
Minister/ Secretary of State	0	0	1											1
Director	0	1	1											2
Other	0	0	0											0
Total of Senior State Visits	0	1	3											4

Source: District Administration Office_ 09 April 2010

Visits by Senior State Officials to Bobonaro



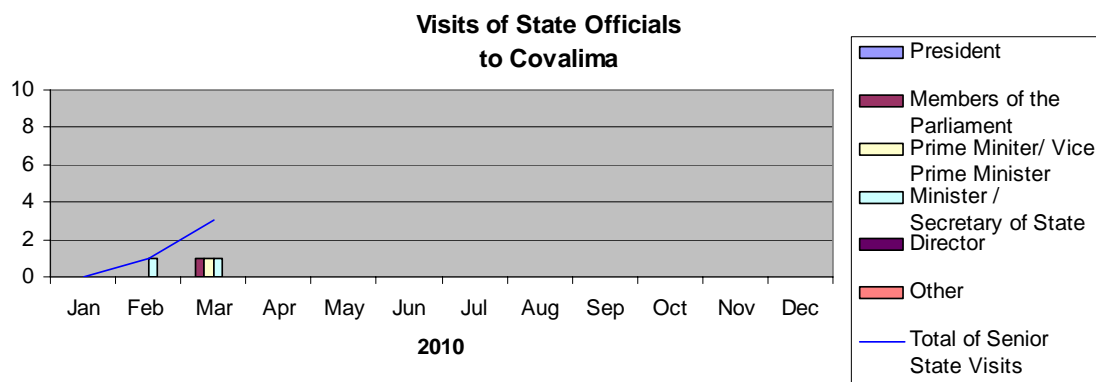
March 2010

1. On 04 March 2010, Minister of Social Solidarity and the Secretary of State for Natural Disaster visited Cailaco Sub district to handover 35 houses of US\$ 4.000,00 each to vulnerable people in Cailaco.
2. On 19 March 2010, Director of INAP and the President of municipal preparation committee visited to Bobonaro district to organize a coordination meeting with committee members to create 2010 committee work plan.
3. On 29 March 2010, Commission F members of National Parliament visited Bobonaro district to audit the referendum package project implemented by local company in Bobonaro district.

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
Members of the Parliament	0	0	1											1
Prime Minister/ Vice Prime Minister	0	0	1											1
Minister/ Secretary of State	0	1	1											2
Director	0	0	0											0
Other	0	0	0											0
Total of Senior State Visits	0	1	3											4

Source: District Administration Office_09 April 2010



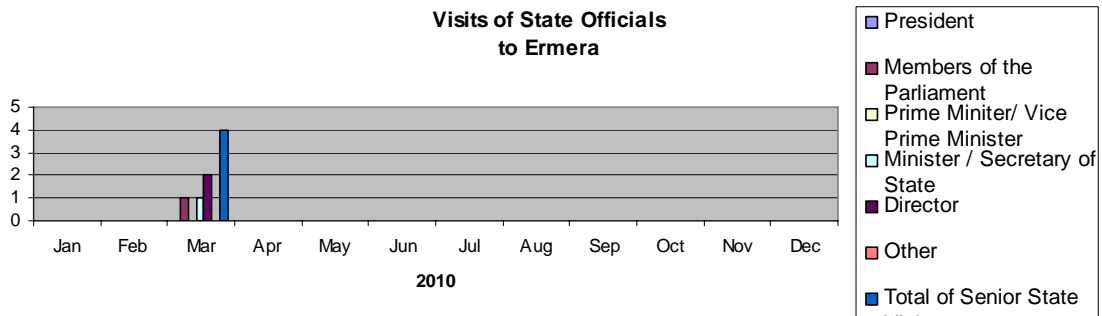
March 2010

1. From 04 to 05 March 2010, 5 members of the National Parliament visited Covalima district to get information directly from the community regarding Ninja issues and to ensure that the PNTL is guaranteeing the security.
2. On 17 March 2010, Secretary of Water and Sanitation with a Team composed of 4 representatives from Secretary of Security, Agriculture, Health, Education, Public Works and Justice visited Covalima. The objective was to inaugurate and evaluation inspection of 5 Referendum Package projects in Fatumean Sub district.
3. On 19 March 2010, Vice Prime Minister Mario Viegas Carrascalao visited Covalima to share information with the community regarding oil in that area.

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
Members of the Parliament	n/a	n/a	1											1
Prime Minister/ Vice Prime Minister	n/a	n/a	0											0
Minister/ Secretary of State	n/a	n/a	1											1
Director	n/a	n/a	2											2
Other/Commissioners	n/a	n/a	0											0
Total of Senior State Visits	n/a	n/a	4											4

Source: District Administration Office_ 09 April 2010



March 2010

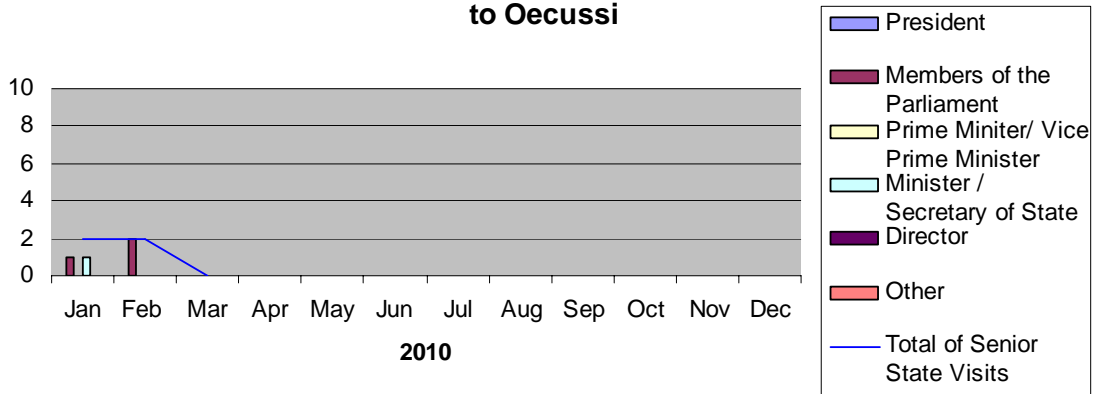
1. From 1 to 6 March 2010, the Inter Ministerial team conducted successfully Elders update Data Base in Ermera.
2. On 15 March 2010, the DNAS Director visited Ermera for District assessment and discussion on issues related with Assets and Furniture in the Sucos Offices, as the use of motorbike by Suco Chiefs.
3. On 24 March 2010, the International Tuberculosis Day was well commemorated in Ermera District. The Ministry of Health organized a big *event* involving all Schools pre primary and Secondary Schools in Ermera and representatives from Church and education sectors.
4. On March 2010, a specialist team, including a Member of Parliament, visited Ermera District to conduct Inspection on the infrastructure projects implemented by the Referendum Package in Hatolia and Letefoho.

OECUSSI

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

Source: District Administration Office_ 22 April 2010

Visits by Senior State official to Oecussi

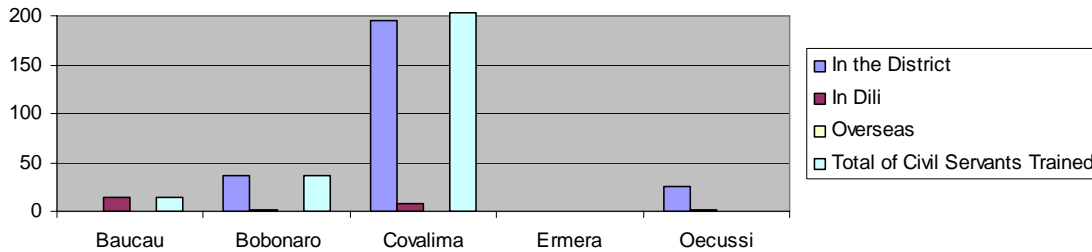


March 2010

- No Senior Civil Servant visit was held in Oecussi in March 2010.

TRAINING OF CIVIL SERVANTS

**Comparison of Number of Civil Servants Officially Trained by District
March 2010**



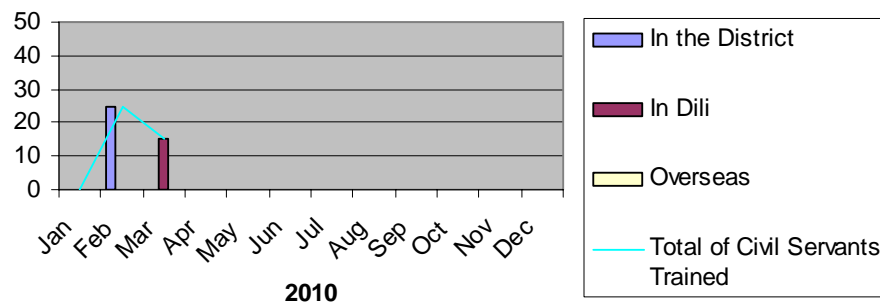
The number of Civil Servants trained in the districts for January and March 2010 are detailed as follow:

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	0											25
In Dili	0	0	15											15
Overseas	0	0	0											0
Total of Civil Servants Trained	0	25	15											40

Source: District Administration Office_ 12 April 2010

Number of Civil Servants from Baucau Trained



March 2010

- On 8 to 12 March 2010, three staffs from district administration attended one week training in INAP, Dili on Basic Computing.

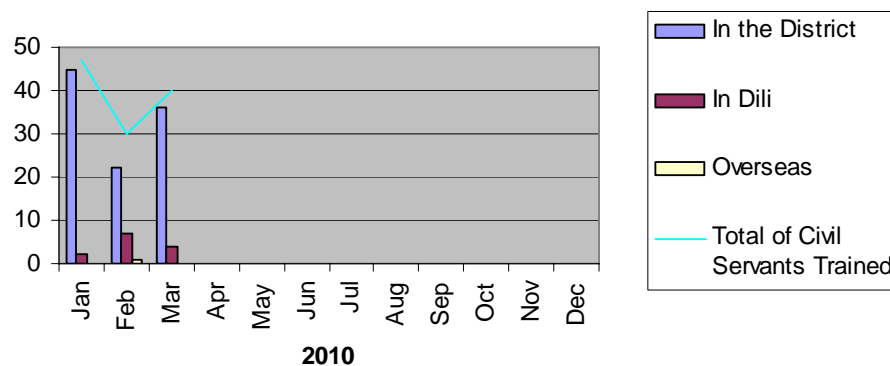
- 12 staffs of Sub district facilitators from Water and Sanitation continued their 6 months training¹⁴ in INAP on management and community services among others training materials.
- On 22 to 26 March 2010, MSATM held one week training on Local Development Program to newly elected district assembly¹⁵ members.

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											103
In Dili	2	7	4											13
Overseas	0	1	0											1
Total of Civil Servants Trained	47	30	41											117

Source: District Administration Office_ 12 April 2010

Number of Civil Servants from Bobonaro Trained



March 2010

- From 3 to 4 March 2010, 1 staff from education attending IT training in Dili conducted by INAP
- On 15-19 March, 30 members of the Sub District Development Committee in Bobonaro attended one week training on Local Development Program organized by DNDLOT. The objective of the training was to prepare the members on the role and responsibility of the Committee including identification of projects, verification, planning, procurements and finance at the local level.
- From 22 to 23 March 2010, 6 staffs from district administration attended two days training of the Suco Development Planning (PDS). The objective of the training was

¹⁴ The training expected to conclude on mid May 2010

¹⁵ In Baucau, there is a total of 18 district assembly; 3 from each Sub district.

to prepare the Villages Chief for the Pilot Project and enabling them to identify projects at the Suco level.

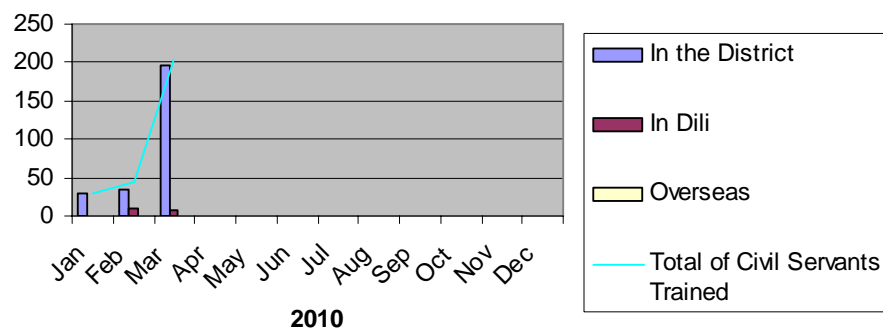
- From 08 to 12 March 2010, 3 staffs from health office attended one week training on Health Assistance in Dili.

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											260
In Dili	0	10	8											18
Overseas	0	0	0											0
Total of Civil Servants Trained	30	45	203											278

Source: District Administration Office_ 31 March 2010

Number of Civil Servants from Covalima Trained



March 2010

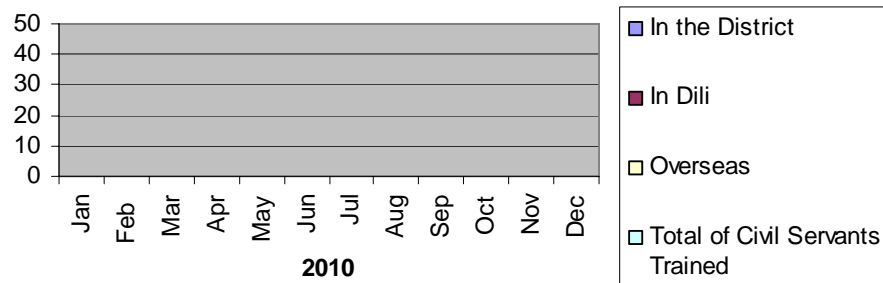
- On 17 March 2010, 8 civil servants attended training on education program and management.
- From 29 to 30 March 2010, 190 civil servants, as schools directors and education staff from the district attended training on administration, school management and preparation of examination.
- On 23 March 2010, 5 directors attended a training regarding national work plan at regional level in Maliana.

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	0											0
In Dili	n/a	n/a	0											0
Overseas	n/a	n/a	0											0
Total of Civil Servants Trained	n/a	n/a	0											0

Source: District Administration Office_ 10 April 2010

Number of Civil Servants from Ermera Trained



March 2010

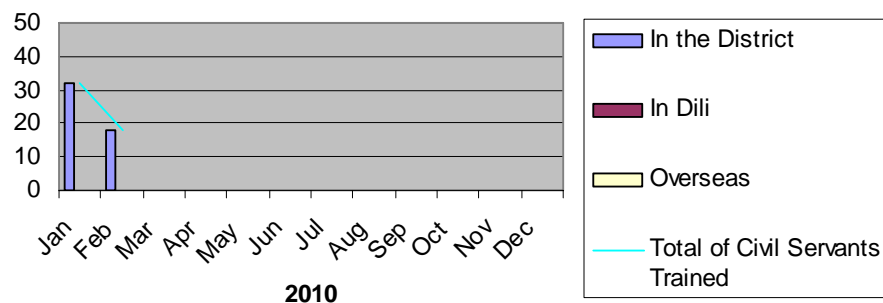
- No training held or attended neither on the District, nor in Dili or overseas.

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	25											50
In Dili	0	0	2											0
Overseas	0	0	0											0
Total of Civil Servants Trained	32	18	27											50

Source: District Administration Office_ 10 April 2010

Number of Civil Servants from Oecussi Trained



March 2010

- In March 2010¹⁶, 25 civil servants of the Oecussi Administration had training on gender mainstreaming organized by SEPI.
- In March 2010¹⁷, 1 civil servant of the Oecussi Administration attended a training on finance in Dili
- In March 2010¹⁸, 1 civil servant of the Oecussi Administration attended a training on telecommunication in Dili.

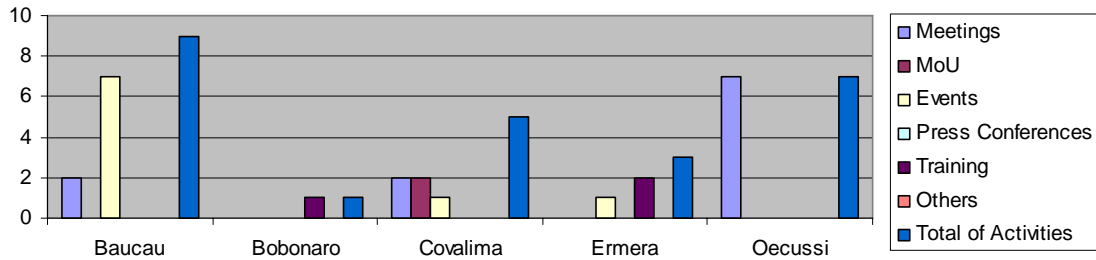
¹⁶ No detailed day/period of March 2010 was provided.

¹⁷ No detailed day/period of March 2010 was provided.

¹⁸ No detailed day/period of March 2010 was provided.

CIVIL SOCIETY ACTIVITIES

**Comparison of Activities of Civil Societies Organisations by District
March 2010**



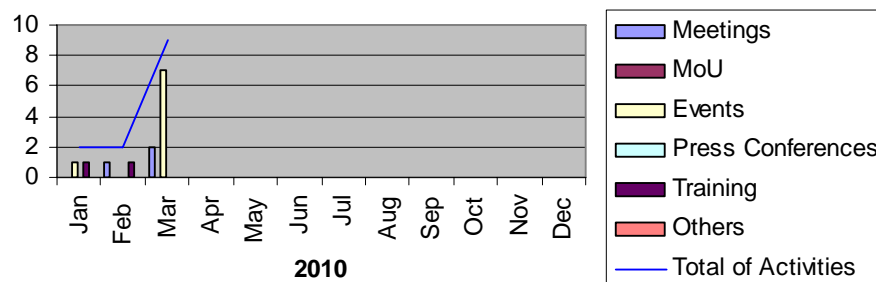
From January to March 2010, the activities organized by NGOs in the districts are as follows:

BAUCAU

Civil Society Activities in Baucau	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Meetings	0	1	2										3
MoU	0	0	0										0
Events ¹⁹	1	0	7										8
Press Conferences	0	0	0										0
Training	1	1	0										2
Others	0	0	0										0
Total of Activities	2	2	9										13

Source: Democratic Governance Support Unit/ UNMIT_ 31 March 2010

**Activities of the Civil Society
in Baucau**



¹⁹ Activities included under “events”: workshop, symposium, seminar, conference, forum, pre-congress, and public launching.

March 2010

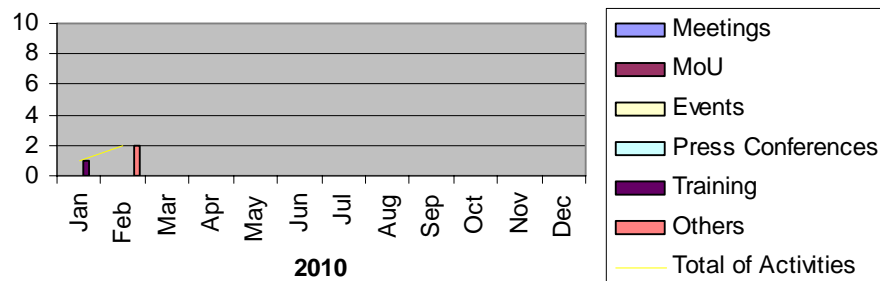
1. From 22 to 27 March 2010, representatives from civil societies are Yayasan Hak, ECM, Justice and Peace Commission of Baucau Diocese, Martial Arts Association, Fongtil DLO and Cailalo participated on a *public hearing*. The Task Force Team is composed of representatives from district and Sub district administration, civil societies as well as PNTL and FDTL and met to raise awareness on security and stability conducted in all 6 Sub districts.
2. Asia Foundation continued and completed its program in Suco orientation and survey on need assessment for training. The program covers 59 Sucos in Baucau in three months. Following the orientation and need assessment a module will be develop in order to organize and implement training to all Suco.
3. On 30 March 2010, Fongtil district liaison officer organized two meetings with NGO members in Baucau. The meetings were to discuss and develop ToR for recruitment of two international staffs funded by Progresso to work in Baucau and on the activities of NGOs in the district.

BOBONARO

Civil Society Activities in Bobonaro	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Meetings	0	0	0										0
MoU	0	0	0										0
Events	0	0	0										0
Press Conferences	0	0	0										0
Training	1	0	1										2
Others	0	2	0										2
Total of Activities	1	2	1										4

Source: Democratic Governance Support Unit/ UNMIT_ 12 April 2010

Activities of the Civil Society in Bobonaro



March 2010

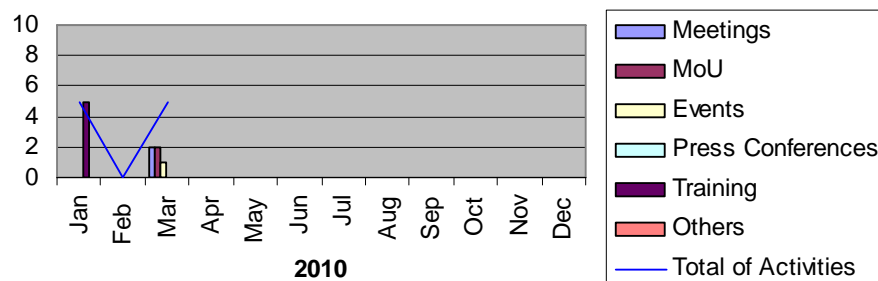
1. From 15 to 16 March 2010, IOM conducted two days training on the role of PNTL in Human Trafficking. The training was held in Maliana Sub district administration and attended by 26 participants from PNTL and Border Police Unit. The objective of the training was to introduce human trafficking issues, as well as roles of PNTL to identify victims of human trafficking and how to refer the victims to partners/agencies that deals with human trafficking issues.

COVALIMA

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

Source: Democratic Governance Support Unit/ UNMIT_31 March 2010

Activities of the Civil Society in Covalima



March 2010

1. In March 2010²⁰, Community Centre of Covalima implemented a program on Rural Development for Women in Covalima supported by International Women Development Program (IWDP).
2. In March 2010²¹, Oxfam International signed a MoU with NGO FINA and Hametin Lia Tatoli for community development program on clean water and rice production in Tilomar Sub district of Covalima district.

²⁰ By the time of issuance of this report, no specific date of March 2010 was provided.

²¹ By the time of issuance of this report, no specific date of March 2010 was provided

- On 18 March 2010, the Bishop of Diocese Dili, Mgr. D. Alberto Ricardo visited Covalima to celebrate 150 years of Saint Joseph and to handover Covalima District to the Diocese of Maliana.
- On 24 March 2010, District Liaison Officer of FONGTIL conducted a regular meeting with UNPOL officers, local Government Officers and Civil Society representatives to update development general issues in the district.

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
MoU	n/a	n/a	0											0
Events	n/a	n/a	1											1
Press Conferences	n/a	n/a	0											0
Training	n/a	n/a	2											2
Others	n/a	n/a	0											0
Total of Activities	n/a	n/a	3											3

Source: District Administration Office 10 April 2010

March 2010

- From 5 to 7 March 2010, training was conducted in Sub districts Administration Offices of Ermera, Hatolia, Atsabe, Letefoho and Railaco on Local development Programme. 156 persons, among Suco Chiefs, Suco Council, Women Representative from all 52 Sucos attended the training on drafting of proposals and prioritizations of needs in the Suco level through community consultation.

OECUSSI

Civil Society Activities in Oecussi	2010												Total	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Meetings	n/a	n/a	7											7
MoU	n/a	n/a	0											0
Events	n/a	n/a	0											0
Press Conferences	n/a	n/a	0											0
Training	n/a	n/a	0											0
Others	n/a	n/a	0											0
Total of Activities	n/a	n/a	7											7

Source: District Administration Office 12 April 2010

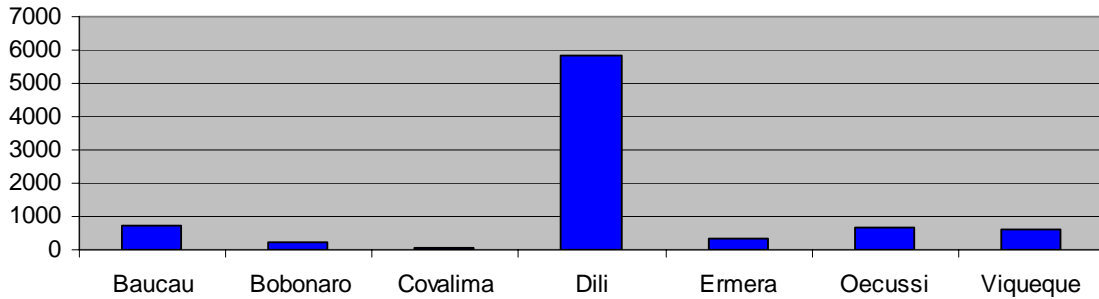
March 2010

- On 10 March 2010, NGOs in Passabe Sub district held a public meeting with the District Administrator regarding the preservation of the environment and re-forestation.

2. On 13 March 2010, Women Business Representatives of Naimeco village held a public meeting with the District Administrator.
3. On 14 March 2010, community of the Aldeias of Makelab and Taiboko held a public meeting with the District Administrator on food security.
4. On 18 March 2010, community of the Sub district of Passabe held a public meeting with the District Administrator on agriculture and food security.
5. On 22 March 2010, NGO Forum held a public meeting with the District Administrator
6. On 24 March 2010, community of Nitibe Sub district held a public meeting with the District Administrator on water and sanitation in the schools.
7. On 25 March 2010, Women Representatives held a public meeting with the District Administrator on gender participation in Pante Makassar Sub district.

COMMUNITY RADIO

**Total of Broadcasted Hours per District
March 2010**



The activity of Communities Radios in the Districts of Baucau, Bobonaro, Covalima, Ermera 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.

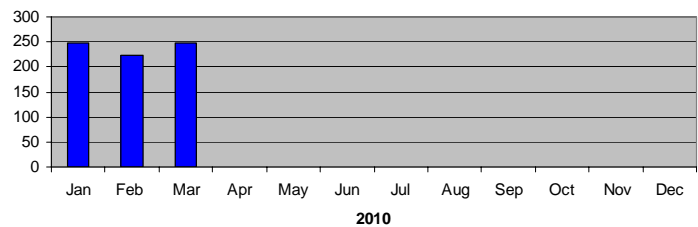
Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	249	224	249										722

Source: Radio Comunidade Baucau and Radio Comunidade Bucoli_ 31 March 2010.

Programmes broadcasted include:

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

Total of Broadcast Hours in Baucau



BOBONARO

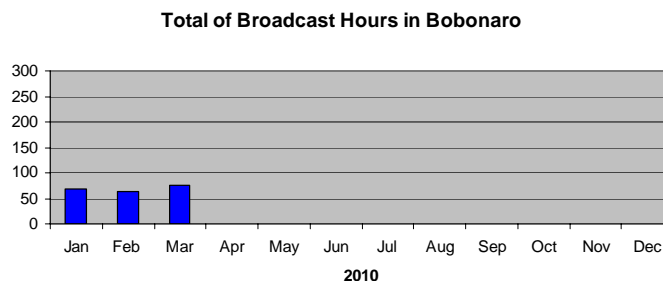
- **Radio Comunidade Maliana (91,70 MHZ, AM)**
It operates 4 nights per week and 4 hours per night.

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

Source: Radio Comunidade Maliana _ 31 March 2010.

Programmes broadcasted include:

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



COVALIMA

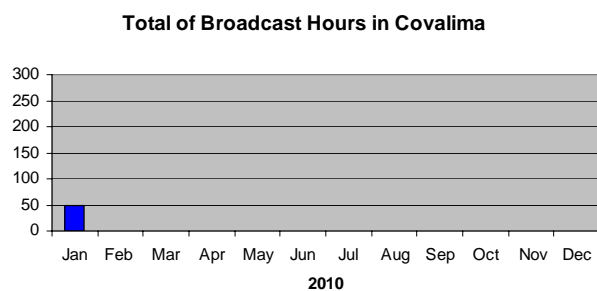
- **Cova Taroman (94.5 FM)**
It operates 7 nights per week and 3 hours per night.

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	48 ²²	0	0										

Source: Radio Cova Taroman _ 10 April 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



²² Due to technical problems since 16 January 2010, the community radio was not operating.

DILI

- **Radio Ramcabia -RKM (FM 99.5 MHz).**
It operates 15h30 per day for 6 days per week.
It also operates 4.5 hours/night on Sunday.
- **Radio Lorico Lian-RLL (FM 100.5 MHz)**
It is operates 13 hours per day, 7 days per week.
- **Radio Academic -RA at National University (FM 90.00 MHz)**
It operates 10 hours per day, for 6 days per week.
- **Radio Klibur FM (FM 102 MHz)**
It operates 16 hours per day, 6 days per week
It also operates 30 minutes on Sunday
- **Radio Timor Kmanek, RTK (FM 98.5 MHz.)**
It operates in 16 hours/day for 7 days per week

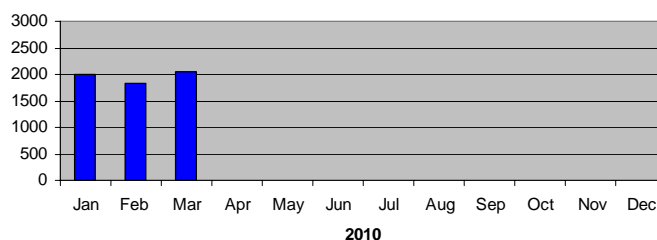
Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	1990	1828	2039										5857

Source: Radio Ramcabia, Lorico Lian, Academica, Klibur _ 31 March 2010

Programmes broadcasted include:

- National and International News.
- UNMIT news once a week.
- Civic Education talk show.
- Timor Leste Culture.
- Agriculture programme.
- Science and Technology.
- Entertainments.
- Brazilian Program

Total of Broadcast Hours in Dili



ERMERA

- **Radio Comunidade Ermera (92.3 FM)**
It operates 5 hours/nights and 5 nights per week

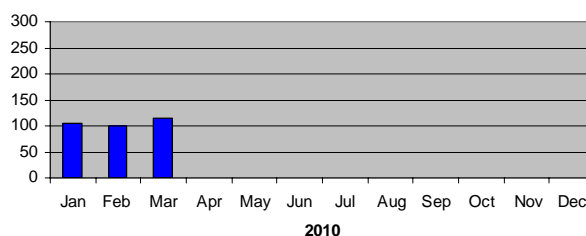
Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	105	100	115										320

Source: Radio Comunidade Ermera 31 March 2010.

Programmes broadcasted include:

- National and local news
- UNMIT news once a Week
- Community Cultural programmes
- Youth and Religious Programmes
- Civic Education
- Entertainment

Total of Broadcast Hours in Ermera



OECUSSI

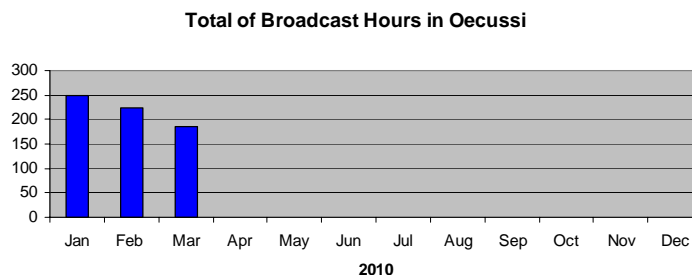
- **Radio Comunidade Enclave Oecussi**
It operates daily – 6 hours per night.²³

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	284	224	186										658

Source: Radio Comunidade Enclave Oecussi _ 31 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



VIQUEQUE

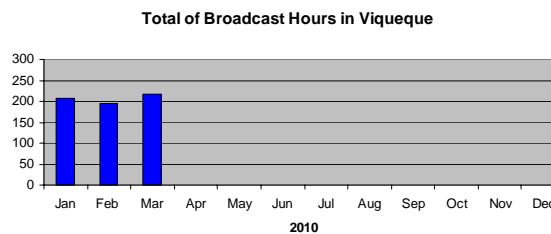
- **Radio Comunidade Viqueque**
It operates daily – 4 hours/day and 4 hours per night, 6 days per week

Total of Broadcast Hours	2010												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	208	196	216										620

Source: Radio Comunidade Viqueque _ 31 March 2010.

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



²³ In January and February 2010, it operated 8 hours daily (4 hours/day and 4 hours per night), but from March 2010, it will operate only 6 hours per night.

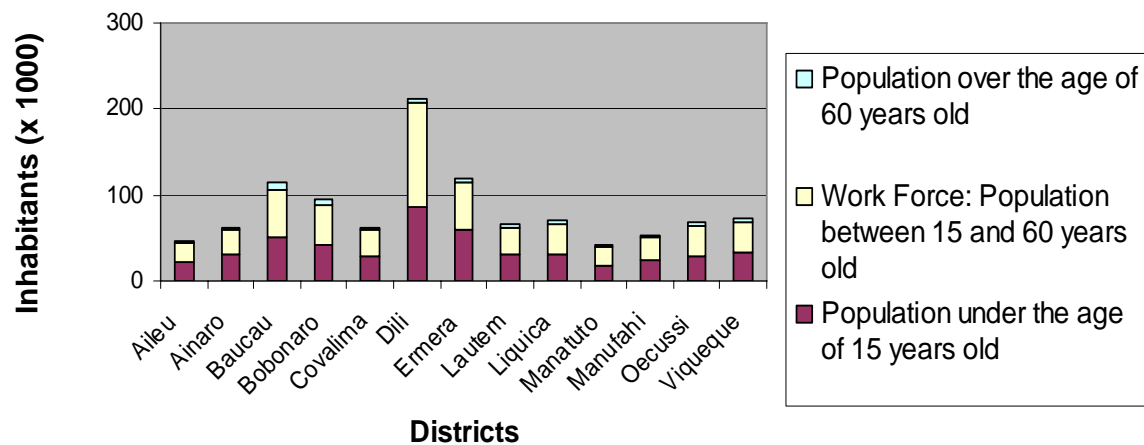
ANNEXES

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

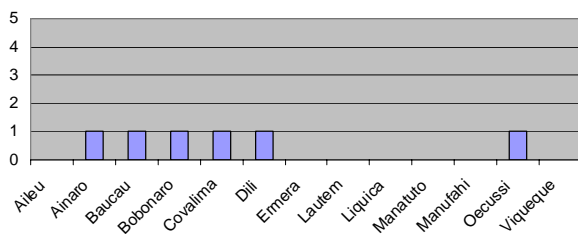


Annex 02: District Health Care Profile

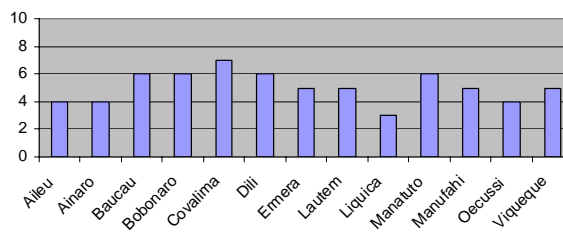
District	Number of Public Hospitals	Number of Community Health Centers	Number of Health Posts	Number of Private Clinics	Number of Physicians	Number of Health Workers ²⁴
Aileu	0	4	10	1	9	55
Ainaro	1	4	10	3	10	60
Baucau	1	6	23	2	40	229
Bobonaro	1	6	17	2	24	115
Covalima	1	7	10	2	32	114
Dili	1	6	8	11	138	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
Total	6	66	189	41	347	1189

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

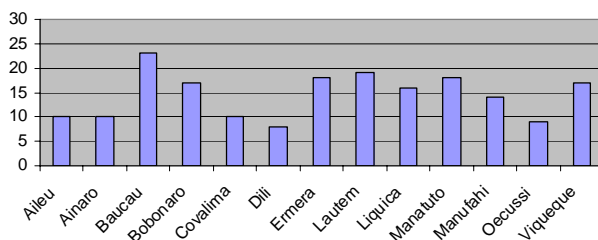
Public Hospitals by District



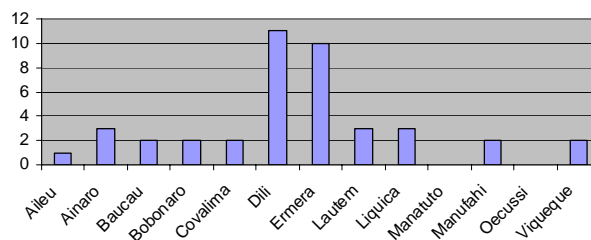
Community Health Centres by District



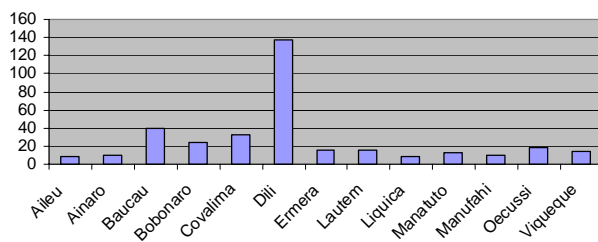
Health Posts by Districts



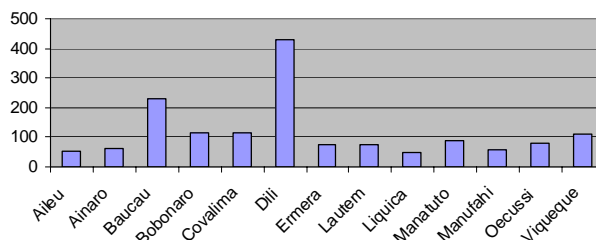
Private Clinics by District



Physicians by District



Health Workers by District



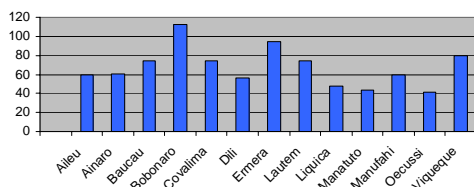
²⁴ Physicians, Nurses and Midwives.

Annex 03: District Education Profile

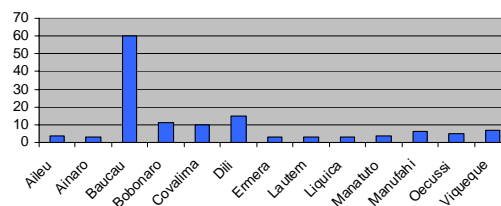
District	Number of Primary Schools	Number of private Primary Schools	Number of Pre-Secondary Schools	Number of Pre- Private Secondary Schools	Number of Secondary Schools	Number of Private Secondary Schools
Aileu	60	4	27	8	7	6
Ainaro	61	3	10	3	2	2
Baucau	74	60	22	7	8	1
Bobonaro	113	11	7	2	3	1
Covalima	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 Program and Democratic Governance monitoring unit

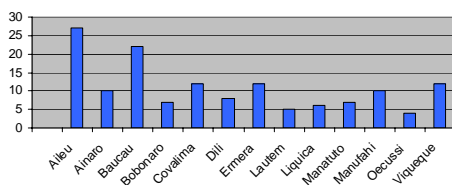
Number of Primary Schools per District



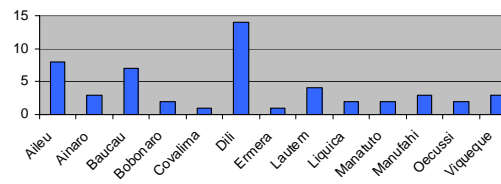
Number of private Primary Schools per District



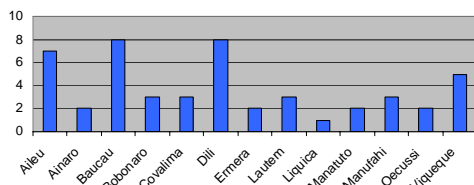
Number of Pre-Secondary Schools per District



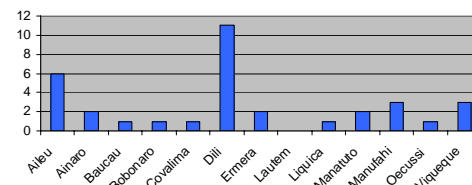
Number of Pre- Private Secondary Schools per District



Number of Secondary Schools per District



Number of Private Secondary Schools



Annex 04: MSATM 2010 Budget Allocation for the Local Development Programme

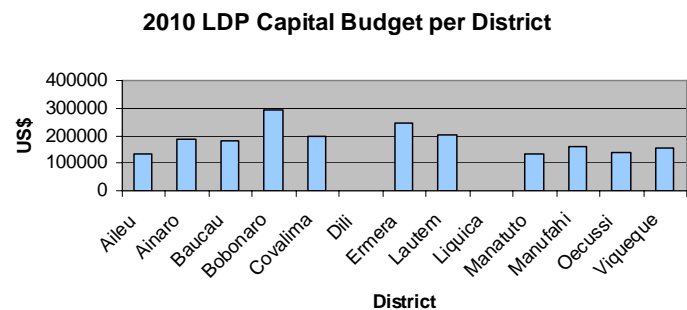
The Local Development Programme (LDP) is a pilot program that is testing decentralization models in order to establish a local governance system that is effective, transparent and responsive to community needs, with the support of UNCDF, UNDP, Norwegian Embassy and Irish Aid.

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 ²⁵	-
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".

²⁵ "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 05: UN Country Team in the Districts as of April 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	Agriculture and Food Security Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health
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
	UNFPA	Agriculture and Food Security Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health Education

Baucau	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
	IOM	Human Trafficking Programme
	UNDP	Justice Program Political party support
	UNFPA	Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health
Bobonaro	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
	IOM	Human Trafficking Programme
	UNDP	Training for political parties
	UNFPA	Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health
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
	UNFPA	Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health Education
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
	UNFPA	Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health Education
Ermera	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
	UNFPA	Agriculture and Food Security Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health
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

	UNFPA	Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health
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	Agriculture and Food Security Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health Education
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	Agriculture and Food Security Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health
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

Oecussi	UNFPA	Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health
	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
	UNCDF	Support LDP Program
	UNFPA	Gender Equality HIV-AIDS
	UNDP	Justice Program Support to the Timorese Electoral Cycle
	WFP	Basic & Reproduction Health Education
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	Gender Equality HIV-AIDS
	WFP	Basic & Reproduction Health

Sources: Democratic Governance Support Unit/UNMIT _April 2010 and UNDP Timor Leste _April 2010

Annex 06: Main 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	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 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 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
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 March 2010

Annex 07: Main 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 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 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	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 Program	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

Source: Democratic Governance Support Unit/UNMIT February 2010

Annex 08: Main NGOs activities in Covalima

Organization	Sectors	Programs
Centru Joventude Covalima	Capacity building and education	Capacity building, education, small business empowerment and health program
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 construction	Capacity building for 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
Fundasaun Timor Harii	Health	Civic education and HIV
Fundasaun Comunidade Futuru	Infrastructure	Infrastructure

Source: Democratic Governance Support Unit/UNMIT February 2010

Annex 09: Main NGOs activities in Dili

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
HAK Association	Justice	Providing legal aid to Timorese political prisoners, work on monitoring issues of human rights and education
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
JSMP	Justice	Monitoring and analyses court process, research on the women injustice sector on domestic violence.
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, monitoring of

		transparency and accountability 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.
RMDH	Justice	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.
Timor-Leste Media Development Center TLMDC	Media	Capacity building programme on journalism and community radio training.

Source: Democratic Governance Support Unit/UNMIT March 2010

Annex 10: Main NGOs activities in Ermera

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

Source: Democratic Governance Support Unit/UNMIT March 2010

Annex 11: Main NGOs activities in Oecussi

Organization	Sectors	Programs
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 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 12: Main NGOs activities in Viqueque

Organization	Sectors	Programs
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.

Source: Democratic Governance Support Unit/UNMIT- March 2010

Annex 13: CNE and STAE: Basic Data of the 2009 Community Leaders Elections



On 09 October 2009, Timor-Leste held the Community Leaders Elections. In accordance to the Law 3/2009 of 8 July 2009, the “Suco Council is the collegial and advisory body of the Suco, intended to assist and advise the Suco Leader in exercising its duties, and shall operate for the benefit of the local community interests and without prejudice to the national interests”.

The Suco Council is composed of:

- 1 Suco Chief,
- 2 Women
- 1 Male youth
- 1 Female youth;
- 1 Elder;
- “Aldeia” Chief (*one from each Aldeia*)
- 1 Lian nain (*not elected, but rather appointed by the Suco Council in its first meeting*)

The elections will cover all administrative and territorial divisions²⁶:

Total number of Districts: 13

Total number of Sucos: 442

Total number of Aldeias: 2,225

Legal Framework prepared for the 2009 Community Elections:

- Law for Community Leaderships and their election (3/2009)
- Rules and Regulations for Candidates Appointment (46/STAE/VIII/09)
- Rules and Regulations for Political Campaign (47/STAE/VIII/09)
- Rules and Regulations for Polling and Counting (48/STAE/VIII/09)
- Code of Conduct for Candidates (49/STAE/VIII/09)
- Code of Conduct for Candidates Agents (50/STAE/VIII/09)
- Code of Conduct for Observers (51/STAE/VIII/09)
- Code of Conduct for Media (52/STAE/VIII/09)

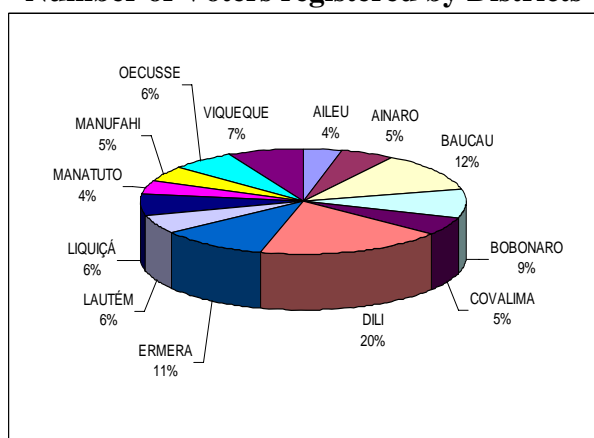
²⁶ Territorial division, according to “Diploma Ministerial 199/GM/MAEOT/IX/ 09 of 15 September 2009”, published on 16 September 2009

Electoral Statistics for Voter Registration

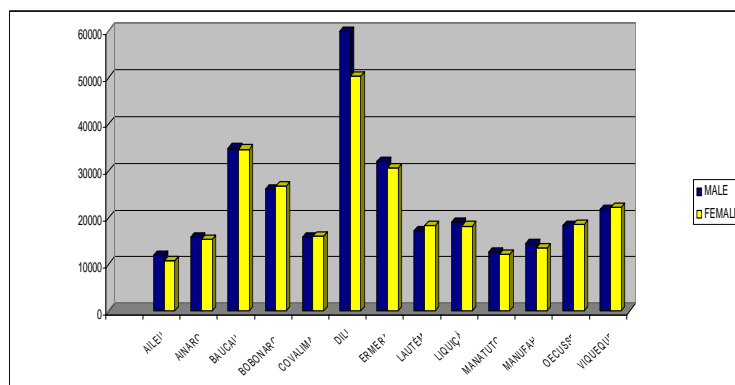
DISTRICT	N° of Sucos	ELIGIBLE VOTERS				
		MALE	MALE (%)	FEMALE	FEMALE (%)	TOTAL Voters
AILEU	31	12,030	52.6%	10,858	47.4%	22,888
AINARO	21	15,810	50.6%	15,450	49.4%	31,260
BAUCAU	59	34,905	50.2%	34,686	49.8%	69,591
BOBONARO	50	26,183	49.4%	26,863	50.6%	53,046
COVALIMA	30	15,872	49.7%	16,054	50.3%	31,926
DILI	31	59,839	54.3%	50,265	45.7%	110,104
ERMERA	52	32,131	51.1%	30,780	48.9%	62,911
LAUTÉM	34	17,222	48.5%	18,307	51.5%	35,529
LIQUIÇA	23	18,977	51.0%	18,239	49.0%	37,216
MANATUTO	29	12,595	50.7%	12,247	49.3%	24,842
MANUFAHI	29	14,492	51.7%	13,539	48.3%	28,031
OECUSSE	18	18,394	49.7%	18,621	50.3%	37,015
VIQUEQUE	35	21,792	49.5%	22,242	50.5%	44,034
TOTAL	442	300,242	51.0%	288,151	49.0%	588,393

Source: STAE December 2009

Number of Voters registered by Districts



Male & Female Voters by District



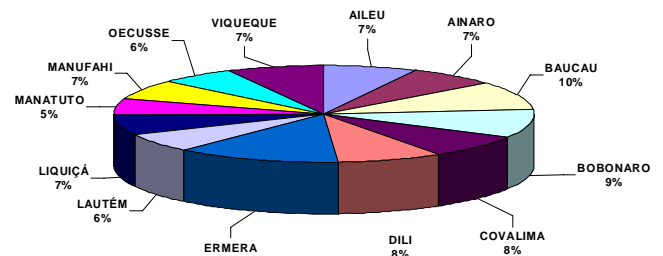
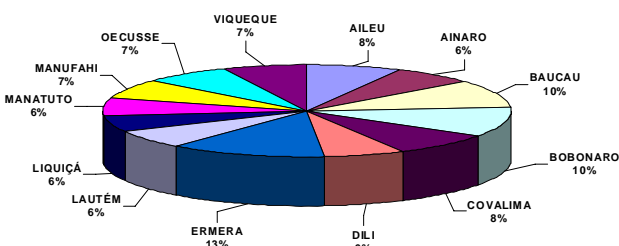
Gender Breakdown of the Results for Suco Chiefs

DISTRICT	N° of Sucos	N° of Lists of Candidates	Total of Candidates	New elected Suco Chiefs			
				Male	% Male	Female	% Female
AILEU	31	91	1,920	30	96.8%	1	3.2%
AINARO	21	75	1,828	20	95.2%	1	4.8%
BAUCAU	59	122	2,622	55	93.2%	4	6.8%
BOBONARO	50	124	2,484	49	98.0%	1	2.0%
COVALIMA	30	98	2,148	29	96.7%	1	3.3%
DILI	31	76	2,134	31	100.0%	0	0.0%
ERMERA	52	153	3,474	51	98.1%	1	1.9%
LAUTÉM	34	77	1,624	34	100.0%	0	0.0%
LIQUIÇÁ	23	70	1,858	23	100.0%	0	0.0%
MANATUTO	29	73	1,384	29	100.0%	0	0.0%
MANUFAHI	29	84	1,806	29	100.0%	0	0.0%
OECUSSE	18	83	1,606	18	100.0%	0	0.0%
VIQUEQUE	35	81	1,988	33	94.3%	2	5.7%
TOTAL	442	1,207	26,876	431	97.5%	11	2.5%

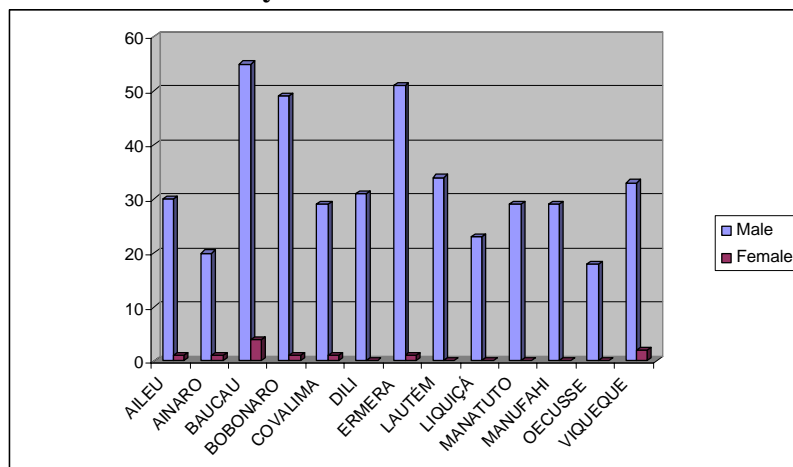
Source: STAE December 2009

Number of Candidates by District

Number of Lists of Candidates by Districts



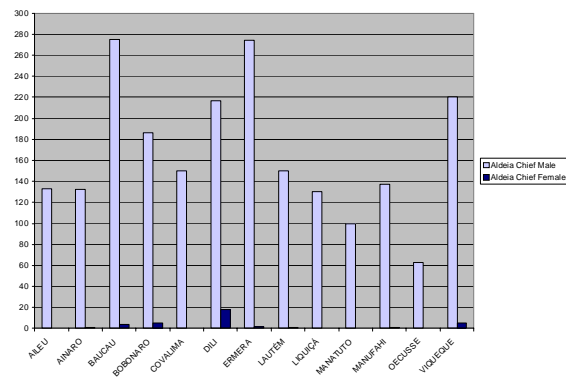
Results of New Suco Chiefs by Gender and Districts



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%

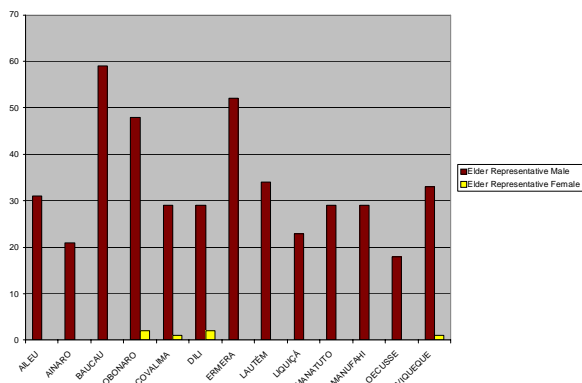
Results of the Aldeia Chiefs by Gender and Districts



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%

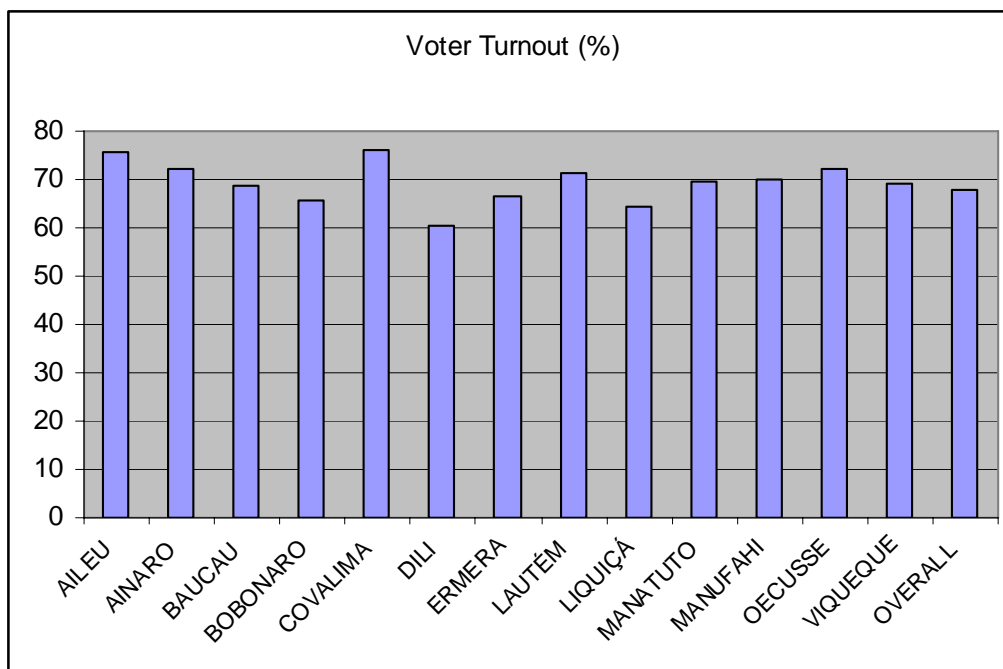
Results of the New Elder Representatives by Gender and Districts



Turnout 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



Annex 14: List of Abbreviations

	Anacromym	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	Camara de Comercio e Industria/ <i>Chamber of Commerce and Industry</i>
	CDO	Community Development Officer
	CDO	Responsavel pelo Desenvolvimento da Comunidade/ <i>Community Development Officer</i>
	CDSD	Comite de Desenvolvimento do Sub Distrito/ <i>Sub District Development Committee</i>
	CDSD/LDP	Comisaun de Desenvolvementu ba Sub Distrito/ Programa Desenvolvementu Local <i>Sub District Development Committee/Local Development Program</i>
	CE	Civic Education
	CFSV	Centru Formasaun de Servisu/ <i>Service Training Center</i>
	CIACS	Centru Informasaun de Agricultura e Cantina do Suco/ <i>Information Center of Agriculture and Suco Food Court</i>
	CJC	Centru Juventude Covalima/ <u>Covalima Youth Center</u>
	CJDDC	Comisaun Jestaun Desastres Distritu Covalima / <i>Commission of Covalima District Disaster Management</i>
	CVTL	Cruz Vermelha Timor-Leste / <i>Timor-leste Red Cross</i>
D	DA	District Administrator
	DDA	Deputy District Administrator
	DDO	District Development Officer
	DN	Director Nasional / <i>National Director</i>
	DNAAS	Diresaun Nasional Apoio Administrasaun Suco / <i>National Directorate of Support to Suco Administration</i>
	DNAF	Diretoria Nasional Administrasaun no Finansas / <i>National Directorate of Finance and Administration</i>
	DNAL	Diretoria Nasional no Admnistrasaun Local / <i>National Directorate for Local Administration</i>
	DNDLOT	Diretoria Nasional no Desenvolvementu Local Admnistrasaun Territorial <i>National Directorate of Local Development and Territorial Management</i>
	DSADO	Direcção de Saneamento e Agua do Distrito de Oecussi/ <i>Department of Sanitation and Water of Oecussi</i>
	DTP	Director Terras e Propriedade / <i>Director of Land and Property</i>
	E	ECM
EDTL		Electricity of Timor-Leste
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	GTZ	Gesellschaft für Technische Zusammenarbeit / <i>German Technical Cooperation</i>
H	HAMDO	Hametin Domin
	HIV/AIDS	Human Immunodeficiency Virus/ Acquired Immuno Deficiency Syndrome
I	ILO	International Labor Organization
	INAP	National Institute of Public Administration
	INURITIL	Centro de Desenvolvementu Popular/ <i>Popular Development Center</i>
	IOM	International Organization for Migration
J	JICA	Japan International Cooperation Agency
K	KALISE	Kaer Liman Servisu
L	LDF	Local Development Fund
	LDP	Local Development Program
M	MoU	Memorandum of Understanding
	MP	Members of Parliament
	MSATM	Ministério da Administração Estatal e Ordenamento do Território/ <i>Minister of Administration and Territorial Management</i>
	MTCI	Ministério do Turismo, Comércio e Indústria / <i>Minister of Tourism, Trade and Industry</i>
N	NGO	Non-Governmental Organization
	NP	National Parliament
O	OGL	Ofisial ba Governansa Local/ <i>Local Government Officer</i>
	OHM	Organizasaun Haburas Moris
P	PD	Partido Democrático / <i>Democrat Party</i>
	PDHJ	Provedor Direitos Humanos e Justiça/ <i>Provedor of Human Rights and Justice Human Rights</i>
	PDS	Plano Desenvolvimento Suco/ <i>Suco Development Plan</i>
	PM	Prime Minister
	PNTL	Policia Nacional de Timor-Leste
R	RDP	Regional Development Project
	RWSSP	Rural Water Sanitation Service Program
S		

	SAS	Serviço Agua e Saneamento Water and Sanitation Service
	SDA	Sub District Administration
	SEPI	Secretaria de Estado da Promoção da Igualdade / <i>Secretary of State for the Promotion of Equity</i>
	SoS	Secretary of State
	STAE	Secretariado Técnico de Administração Eleitoral / <i>Technical Secretariat for the Administration of Elections</i>
	SERAO	Secretaria de Estado Regional para a Administração de Oecussi/ <i>Regional Secretary of State for Oecussi Administration</i>
T		
	TAF	The Asia Foundation
U		
	UNCDF	United Nations Capital Development Fund
	UNDP	United Nations Development Program
	UNMIT	United Nations Integrated Mission in Timor-Leste
	UNPOL	United Nations Police
	UNTL	Universidade Nacional de Timor- Leste - <i>National University of Timor Leste</i>
V		
	VPM	Vice Prime Minister
W		
	WFP	World Food Program
Y		
	YDP	Youth Development Program