

2011

FLD Milestones

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**Farmer Livelihood
Development**

H#1, Street 323, Sangkat Boeng
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Livelihood Development Program

2 new donors/projects have been increased as a direct result of fund raising.

Annual fund was earmarked around \$1,400,000 per annum.

Database for FLD beneficiaries was developed and used to keep track on progress against concerned statistically milestones.

ID for beneficiaries was developed and encoded in to the database system for monitoring.

Increased target provinces to 10.

Farmer Fund (Credit Operator)

1. Staff compulsory saving through buying share with total value at \$US12000
2. Policy amendment
3. Mobilizing loan from donors at \$US 40,000 (thirty five thousands)
4. Capital increased to \$US 167,000 (one hundred and sixty seven thousands)
5. FF loan clients increased to 1800
6. 500 new VSLG members have agreed to work together for saving and lending activities
7. Software installation for Credit and VSLG Savings
8. Sufficient operation cost from interest income (well getting breakeven point)
9. Business consultative situation with clients
10. Strengthening good relations with local authorities and communities as indicated by frequencies of meeting or event with commune councils, village chief, and VSLG leaders.

SKIL (Support to Knowledge, Inspiration for Life)

1. Registered at and recognized by Ministry of Labor
2. Continuation of staff capacity building on relevant training areas (Oversea study tour one time and ongoing professionalism development)
3. SKIL website was designed
4. hire 1 additional sale staff for institutional sale business
5. Provide training courses to new 4500 trainees and 12 Trainers in totally.
6. Promotional materials (leaflets, posters, T-Shirt, folders) were developed to capture new markets
7. Development on partnership with individuals and institutions in improving service deliveries (indicated in list of contractual trainers).
8. Improvement on working facilities to cope with work expansion (indicated in a replacement of old computer, buying a printer, desk, chair, and other necessary tools).
9. \$150,000.00 earned from services sold
10. Provide on-line services on farming techniques to around 5000 members.
11. Training Coordinator, Pig Insurance Officer, and Farmer Consultancy Service Officer were recruited
12. Improved management and service deliveries structures

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Khmer Farmer Product (KFP)

1. KFP was registered as social enterprise with expanded store and shop space for increased customers in four provincial shops
2. KFP strategies were refined to meeting new challenges
3. Successful in general advertising and specific product promotion campaigns using TV, Radio and leaflet distribution
4. KFP website was developed and utilized for promoting of KFP products
5. Production systems to provide fresh products from producers to door to door delivery was developed
6. Systems to measure local market share and customer service satisfaction was developed
7. Expected gross income of USD15,000 for year 2011
8. 30 additional retailing outlets were arranged to sell KFP's products
9. Improved KFP branding and quality control along with efficient ordering and inventory systems
10. New, creative, packaging for at least 5 products with standard qualities.
11. Free tax profit cover 66% of five sellers and 35% of all shop operation costs

Finance Unit

1. Re-assigning of Accountants to work under respective program.
2. Open new accounts as needs arise.
3. Staff training on auditing, budgeting, accounting
4. Updating financial policies and procedures to accommodate FLD's delegation on financial control
5. Increased frequencies of field visits to be provided by relevant Accountants and Finance Manager.
6. Two accountants were recruited
7. Job descriptions of Chief of Finance was developed and the position was financially planned to recruit
Expatriate Volunteer Advisor on Finance, Admin and HR was recruited

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Administration & HR Unit

1. FLD Support Unit was physically established and sound financial sustainability
2. FLD Actions 2010, leaflet, and other promotional materials were developed and distributed.
3. At least four management best practices and a staff retreat were organized
4. Re-registration with the Ministry of Interior as legally required by the recent NGO Law enacted.
5. All policies shall be translated in Khmer for non-English speakers
6. Change the plate of vehicles in to NGO
7. Renewable of Office rental contracts (Preah Vihear and Kg. Speu)
8. FLD Vision and mission would be more interpreted for all, especially new staffs through next staff retreat and by project
9. Vehicles handling is improved by project
10. Capacity building to administrative staff members on administration and office affairs
11. Assets/inventory lists will be audited internally at least one time per year in cooperation with project leaders or field staff
12. Software system for personnel data management and staff payroll was established
13. Updating on staff training program and training report for the attention of FLD Management Committee and staff
14. Updating on website

One a merit of Board Meeting No.01118,
dated on 5 February 2010: *[Signature]*

Approved by Dr. Yang Saing Koma

[Signature]

Chairperson of Board signature