

ANNEX 5: NARRATIVE PROGRESS REPORT**Six-Month and Annual Reporting**

version 50622

General information	
Name of the Organisation: Third World Network-Africa	Contract Ref. No.:
Report Prepared by: Wilma Osei Signature:	Report Period: July 2005 – January 2006
Report Approved by: Yao Graham Signature:	Report Date: February 10, 2006
	Contact Tel. No.: 500419/ 503669

1. What changes did you see in pro-poor government policies (in design, implementation or review)? How did such change come about and what is your interpretation of the changes?

2. Collaboration and networking

2.1 Indicate changes or progress in your working relations with the Parliament, Government Services, MDBS Partners, Donors, NDPC, District level Authorities or Services etc.

There is an increase in exchanges around issues of interest to TWN-Africa between government agencies and parliament particularly around trade and mining policy. The relations are however not wholly collaborative. There are often areas and instances of contestation.

2.2 How has collaboration been strengthened (i.e. joint campaigns, collaboration, networking) with other RAOs / CSOs / CBOs?

Collaboration was strong around processes surrounding the 6th WTO ministerial, EPA negotiations and the drafting and campaign on Ghana's mining bill.

2.3 How has the credibility and legitimacy of RAOs changed in the eyes of GoG and the Ghana public? How did such change come about and what is your interpretation of the changes?

We can speak about the areas of our work. In the areas of trade and mining policy there were positive developments in the engagement between TWN-Africa and its partners with sections of government such as the Ministries of Trade and Industry, Minerals Commission and Ministry of Mines, Forestry and Lands.

3.1 Output ranking on research and advocacy products and / or services				
#	Outputs presented in submitted work plan	Target groups that received or used the output delivered	Documents describing output delivery/ evidence	Attached copy
6.	Capacity enhancement	<ul style="list-style-type: none"> ▪ 80 participants in workshop on trade and development ▪ 34 participants in workshop on minerals bill ▪ 25 participants from Federation of Christian Councils on EPAs and WTO ▪ 40 participants from TUC on trade policy and industrialization 		
7.	Publications	General public, policy makers, CSOs, media and academia	<ul style="list-style-type: none"> ▪ 5 issues of African Agenda Magazine ▪ 1 issue of Geralinks newsletter ▪ 2 issues of Environment Agenda electronic newsletter ▪ 2 issues of Africa Trade Agenda electronic newsletter ▪ Various postings on website including enhanced content and access 	Yes
3.2 Please explain the basis of the ranking; what criteria were you using for the ranking?				
There is no ranking of the outputs because they are delivered by different units of the organization and assume the same level of importance.				

4. Organisation: evidence of significant progress / change / results in the following areas

4.1 Strategy, planning, decision making, knowledge management

Established regimes for planning, decision making through to implementation of programs remain highly consultative and collaborative while the organization continually finds innovative ways to improve the processes.

The organization was in its first year of a new program during the period. Numerous organization-wide and in- units meetings were held, both to fine tune the newly drafted program and to harmonize understanding of the program amongst staff.

Planning work program further deepened at an organizational retreat in January 2006. The retreat focused on the preparation of unit action plans, complete with elements of monitoring and evaluation components. Its structure therefore followed in-unit, bi-lateral, multi-lateral and plenary sessions on action plans preceded by a presentation and discussion of the logical framework and its usage within our work program.

Planning and decision making processes as is customary also included the participation of partners and networks with which the organization has program relations. Notable consultative and collaborative efforts were evident around meetings of the Africa Trade Network, a network of civil society organisations working on global trade issues and which is coordinated by the Political Economy Unit of TWN-Africa; National Committee On Mining (NCOM) and African Initiative on Mining and Environment (AIMES).

The ATN is made up of 54 organizations from 25 African countries and holds annual strategy meetings, the highest decision making forum of the network and which usually reviews the network's work over the past year and plans for the next. In August when the 2005 ATN meeting was held it adopted a work plan around which all members would be working for the coming year and which therefore forms part of our Political Economy unit's plan of work.

The NCOM, comprising about 30 organisations holds regular meetings to update and plan for work mainly around current campaign issues. During the period several meetings were held particularly around Ghana's mining bill being considered by parliament and drafted alternative proposals on provisions of the bill which it submitted to the Ministry of Environment.

AIMES is made up of about 30 organisations across Africa and is coordinated just as the NCOM by the Environment unit of TWN-Africa. The AIMES also holds annual strategy meetings at which a plan of work on identified areas is mapped out. In July AIMES met in Lusaka and adopted a policy position and also brainstormed ways to share the cost of future annual meetings.

Other important ways in which collective planning and decision making takes place is through telephone conferences and exchanges on the internet. The Political Economy and Gender units particularly which have strong relations externally held 3 such conferences in the run up to the 6th WTO ministerial to finalise strategies for participation.

The information management system within the organization is in the process of being upgraded. A re-categorization of the filing system has been done with a view to introduce it organization-wide. This is to improve the storage and retrieval of information with relative ease than before. The exercise is running alongside a re-organization of work within the F&A unit which holds prime responsibility for the core of the system. A similar process is on-going at the organization's resource centre where a librarian has been contracted to rationalize the system for managing literature at the centre. A study has also been undertaken on computerizing the system in order to bring information at the centre on-line and thereby readily accessible to staff at their work stations.

Important for these processes is the I.T infrastructure that supports efficient communication. The organisation has purchased a new server and is in the process of installation. Discussions are also underway to change our internet provider to one that promises better quality and utility.

Weekly management meetings are continue and discussions are on-going to introduce bi-monthly unit leaders' meetings which feed into and support the standing weekly management and quarterly organizational review meetings.

4.2 Funding base development and financial management

Core funders from the last program cycle have been renewed their commitment for the new program.

4.3 Recruitment, development and retention of staff; HR planning; incentives

Induction program established last year is running. Publications Officer recruited in June 2005 has been taken through it.

Training policy has been discussed and drafted. It is due to be adopted before the end of the first quarter of 2006 and is an important element of the organization's incentives scheme for staff. The organization faces a challenge of funding for staff development and staffing arrangements to cover relatively lengthy absences. These issues are on the table for discussion.

As implementation of the new program stabilizes and units are revising their program outputs, a skills audit is underway to review critical skills needs of the program and to strategize on how to acquire them.

The organisation consistently ensures that staff salaries are insulated from inflationary effects.

4.3 Organisational structure, board, management team

Structure of organisation has remained the same and is operating as required.

4.4 Marketing, public relations, communication

The organisation's brochure was updated and printed for publicity purposes while a catalogue of the organisation's publications was developed and printed as a marketing instrument.

5. Grant and report related issues

5.1 Details of any notable challenges or unexpected developments encountered during the reporting period. Indicate the reason for such change and what impact this could have on the execution of your original Annual Workplan as attached to the Grant contract.

5.2 Please indicate any issues you wish to raise relating to the Grant or to G-RAP management, monitoring or financial procedures.

5.3 Please indicate any aspects of this report which are confidential and should not be communicated beyond G-RAP without prior consent.

[consent for sharing given on 5/12/07 by Dr Graham]