**Annexure C**

**Confidential Reporting form C**

**EXECUTIVE SUMMARY OF THE EVALUATION**

|  |  |
| --- | --- |
| **Profile of the evaluator(s):** | |
| **Name of the evaluators** | **Contact Details with phone no.** |
| **Ms.Leishangthem Ranjana**  **External Evaluator** | **+91 9862282021**  [**raji\_nao@yahoo.com**](mailto:raji_nao@yahoo.com) |
| **Ms.Indira Thockchom**  **External Evaluater** | **+91 8974005059**  **indirathockchom@gmail,com** |
| **Tejmani**  **Finance Evaluator** | **+91 9774358596**  **Tej2singh@yahoo.in** |
| **Officials from SACS/TSU (as facilitator)** |  |
| **Guna**  **District Assistant Programme** |  |

|  |  |
| --- | --- |
| **Name of the NGO** | **Care Foundation** |
| **Typology of the target population** | **IDU** |
| **Total population being covered against target** | **190 IDUs, 143 OST clients** |
| **Dates of Visit** | **16th and 18th Oct 2015** |
| **Place of Visit** | **DIC,Hotspots (Imphal East)** |

**Overall Rating based programme delivery score:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Score**  **Obtained(in%)** | **Category** | **Rating** | **Recommendations** |
| **63.3%** | B |  |  |

|  |
| --- |
| **Specific Recommendation:** |
| 1. Staff turnover noticed during the evaluation period. 62% of the staff found to be turnover during the period. In the attendance register one of the ORW have not sign for two months (May and June 2014). The staff, has joined on May 2014 as per in the joining letter. Date of joining and attendance register do not match for most of the staffs. Staff turnover should be minimized. There is need to retained staffs and maintained proper records for date joining and match with attendance. 2. Training register maintained for staff conducted by STRC. No written records/reports for induction/orientation to PE and other staff immediately after recruitment maintained at the TI. The induction training is very important when new staffs/PE are recruited to understand the program. The TI should conduct induction training and maintained reports and registers properly. 3. Form B/B\_1 maintained. There is 4 PE but interacted with only 3 of them. Out of the 3 PE interacted 2 of them unable to explain the use of form B/B1. Outreach and micro plan in place which is updated quarterly basis. The ORW have some understanding of the process of planning but needs more clarity. The 2 PE hardly have any knowledge about the process of micro planning and tracking. Capacity building of PEs required at project level with proper induction training and inputs from time to time. This will strengthened the planning process for effective implementation of the project. 4. There are no records for abscess management. 5. The topics of the meetings conducted with HRGs are all related to service like HIV, STI, OST etc which is very important. The meetings can also focus on discussion formation of groups, crisis management, review of previous meetings, planning of project activities etc. 6. Waste disposal mechanism is in place like disinfection done at DIC but final disposal is not as per guidelines. No proper records for waste disposal maintained. The PE is taking returned N/S warp in paper or polythene. Therefore, proper final disposal of waste should be done like linking with hospitals. 7. Most of the HRGs in FGS have knowledge about Condom, N/S and ICTC. Some of them have heard about STI but very few know the symptoms of STI and its treatment. Therefore HRGs need to be educated with other project activities like community mobilisation-- formation of crisis committee, STI treatment, condom social marketing etc. as many are not aware during FGDs. 8. Collectivization needs to be strengthened as the TI has formed only one SHG which is also not functioning properly. 9. There is overlapping services of OST and TI. It is observed while cross checking that some of the active OST clients are still taking N/S. In FGDs some of the OST clients are current user. The need to be check and avoided. |

|  |  |
| --- | --- |
| **Name of the evaluators** | **Signature** |
| **L.Ranjana** |  |
| **Ms.Indira Thockchom**  **External Evaluator** |  |
| **Tejmani**  **Finance Evaluator** |  |