



Practicum Narrative Report



To: IDWF

From: Alliance of Cambodia Domestic Workers (ACDW), Cambodia

Period of report: September 1st to November 30th, 2016

Date of submission: January 10, 2017

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Part I: Practicum implementation and result:

Planned Goal:	By the end of November 2016, ACDW will have a new constitution, democratic structure and 30 new members.	Results:	By the end of November 2016, ACDW has a new a concrete statue approved by its members with democratic structure and 69 new members (3 men) were organized to be members and all of them paid dues. That is significant result over the expectation.
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1.1 Result Against action plan:

Objective 1:	Constitution is consulted with members and approved by October 2016.	Outcome	The new statute of ACDW was consulted with members and approved by 23rd October 2016 on the first Congress.
Activity	Indicators	Budgets	Actual cost
1.1- Meeting with active members from Phnom Penh and Siem Reap to review the constitution.	1.1- A meeting with active members conducted with at least 20 people participates with actively share idea. A new draft of CDWN constitution will be drafted for the congress.	\$ 700.00	\$ 704.11

Results:

Three member meetings organized with 64 participants including 6 males.

a- The draft statute has been revised and agreed by the area leaders. There are 7 Chapters and 53 Articles including key points as following:

- Defining the leaders have 4 years per mandate and eligible to serve only 2 mandates.
- Defining the criteria of members who are eligible to vote and to be an election candidate.
- Defining the rule and regulation of election;
- Defining the target representative operation;
- Defining the criteria who should be the members of the association, they must be a real domestic worker; and
- Defining the membership fee in a mount of 30,000 Riel per year.

The Congress Committee was selected and formed with a clear criteria who came from different sectors both internal and external resource person including the members of target area leaders. This committee had its main responsibilities to run the Congress event including policy development like the roles of committee, rule of election and

other related documents.			
1.2- Organize member congress to elect leaders and approve the constitution.	1.2- The congress conducted with at least 100 members participated. CDWN leaders are elected and the new constitution is approved by the congress.	\$2,000.00	\$2,110.61
<p>Results: The Congress was conducted for full day with a very specific agenda. The first congress of ACDW was very well organized with brought together 122 people (6 males), domestic workers and including 7 distinguished guests (DCA, UNWomen, Solidary Center, LSCW, and NGO-CEDAW). The participants are real domestic workers and the number of participant is over expectation.</p> <p>At that time, ACDW was established officially as an association for promoting and protecting Cambodian domestic workers and migrant domestic workers with three potential leaders, who had background as domestic workers through fair and democratic election process by having an observation from other external NGOs' partners.</p> <p>Additionally, some comments on statutes were collected from the participants and the statue has been approved by the congress. Furthermore, achievement report and the draft action plan for last two months of 2016 were presented to the participants.</p>			
1.3- Write the report of the congress and send to all members attached with new constitution.	1.3- The minute/report of congress is recorded and distributed to all members and key stakeholders with the attachment of new constitution.	\$ 150.00	\$ 151.80
<p>1.3- ACDW staff and Congress team was developed the Congress report and translated into English with a very clear agenda. The report was attached with photos activities, congress financial report, congress promotional materials like banners, and some inputs on new ACDW statute. (See full congress report attached)</p> <p>Significantly, 50 Congress report books were printed with only good coloring book cover. The Congress report books were distributed to the key stakeholders and other NGOs' partners as well as to ACDW members during the strengthening meetings and trainings because in the report also expressed some key important messages and notes from the distinguished guests on the promotion and protection of domestic workers, ILO Convention No. 189 and other related visions and missions of NGOs' partners on domestic works.</p>			
1.4- Institutional development of the network.	1.4- The network is recognized by the partners and registered at the Ministry.	\$ 250.00	\$ 100.00

1.4- ACDW leaders had a discussion meeting with consultant and service provider on Association Registration that would be recognized by the Association Law in Cambodia with 7 participants including 4 females on 29 November, 2016 at ACDW office and other 3 follow up times with the service provider in order to know the progress of the registration.

The registration form and its supporting document were submitted to Ministry of Interior (MoI). On 5th January, 2017, ACDW leader just received a positive information from the Ministry that if there is no something wrong on submitted documents, it would be proceed to Minister for approval and issue the official registration with a stamp.

In addition to the registration of the association, ACDW and the leaders are well recognized by other stakeholders including INGOs, UN agencies (UNWomen, ILO) and especially by Ministry of Labor and Ministry of Women affair. Two leaders of ACDW were invited to 3 workshops on the consultation of the Circulation (Prakas) on the rights and working condition of DWs by including main points: Working hour, day off, identify age 18 plus and written contract...etc.

Objective 2:	By November 2016, 30 new domestic workers become the member of CDWN and pay dues.	Outcome 2:	By November 2016, 69 new domestic workers became the member of ACDW and all of them paid dues.
Activity	Indicators	Budgets	Actual cost
2.1- Organize new members as a real domestic worker in Phnom Penh and Siem Reap at least 10 members per month.	2.1- 30 members joint CDWN and pay dues.	\$ 100.00	\$ 102.50

Result:

2.1- ACDW organizers organized new members 6 times by November, 2016. Four times in Phnom Penh and two times in Siem Reap province. By November ACDW was be able to organized 69 new members (3 men, drivers and two of them in Siem Reap and one in Phnom Penh). All these new members paid membership fee and their profile were entered to the data base.

Currently, by the end of December 2016, ACDW has totally 396 members including 3 males (94 of them are new members) from both Phnom Penh and Siem Reap province.

The result of member mobilization is successful over the expectation that is indicated that domestic workers' movement is heard by public and DWs themselves, the ACDW leaders and area leaders increased her leadership and mobilization skills and shown her high commitment, accountability and transparency so that the trust gained from members.

However, there were still some challenges exist such as, some local authorities are not support our mobilization activities, some Borey Guards/Securities and House Owner did not allow us to meet their domestic workers. In addition, some domestic workers are still hesitate to join the association with many difference reasons, for example afraid of involving in political party, afraid of lost their job and some of them do not have day off.

2.2- Develop an internal rule on managing and using the membership dues.	2.2- A policy/guideline of managing the membership fee is developed.	\$ 200.00	\$ 122.75
<p>Result: 2.2- ACDW team conducted a meeting with active activists and members on 20 November, 2016 to discuss and approve on the draft Membership Fee Management Policy with 19 participants including 1 male who were from target areas in Phnom Penh.</p> <p>Membership Fee Management Policy has been developed with the key points listed below:</p> <ol style="list-style-type: none"> 1- Why ACDW collect membership fee? 2- Who are responsible to collect the fee: Each target representative had their own responsible to collect the fees from their target members to pay to ACDW as well as members themselves directly pay to ACDW; 3- The fee shall be proper recorded and reported to members in regular basis. 4- ACDW must define the condition of management and uses of membership fees based on Accounting/Financial System; and agreed by members and a majority of area leaders. 5- ACDW must define the guilty conditions of wrong using the membership fees that was not in line with the internal membership fee policy. <p>The final policy available only in Khmer version. If it is fund available in 2017, the policy will be translated to English and distributed to all area leaders and members. In addition, ACDW has planned to develop leaflets and print out for contributing to the members for the other next years.</p>			

2.1- Evaluation and Lessons Learned:	
Questions	Answers
1- Please indicate in short why this is a successful objective for your organisation so far?	<p>All our set goal and objectives were significantly achieved within the report period. It is the inspiring result which is we can see number of members (real domestic worker) increased in a short period, statute has been finalized, some policies were developed by consulting with members. It is also an increased membership fee payment by members. It is also a big success for ACDW because to mobilise DW is the most complicated work and also it is a rare case that member base organization/ association / union be able to encourage members to pay dues.</p> <p>In addition, within the 3-month period, ACDW's internal management is improved, recognized by relevant stakeholders and they shows their ability to move forward as a potential and independent DWs movement in Cambodia.</p>

<p>2- Please indicate in what way this objective is (implemented) gender sensitive?</p>	<p>1- The reasons that we indicated as implemented gender sensitive as following:</p> <ul style="list-style-type: none"> - The 99% of ACDW members are women and they are work as domestic workers. Men also welcome to be a member of the association. - Beyond the promotion and protection of DW's rights, ACDW also collaborated with other NGOs to related to gender issues: <ol style="list-style-type: none"> 1. Register as member of NGO-CEDAW in order to be able to learn on CDWAW convention, link DW and migration issue in the CEDAW shadow report. 2. Work with Gender and Development for Cambodia (GADC) by bringing DW members (17 members) to attend Gender Café where the platform for women to share their challenges and how to overcome those problems which is facilitated by gender experts and other participants. 3. ACDW also provide counselling service to some DWs who have domestic violence in their families and referring the serious cases to other legal aid organizations.
<p>3- What are the lessons learned regarding this objective specifically?</p>	<p>The Goal, objectives and activities were very clear developed with specific result indicators and time frame. This is a good lesson's learned for ACDW for the future development of our own long-term strategic plan.</p> <p>However, ACDW is a new association and also formed by DW which is very low education. So we do need many supports from donors and staff.</p>

Part II: Practicum Mentor's experience:

Mentor Name: Nina KHIM

Mentee name: Sothy YIM, President of ACDW

Report period: September 1st to November 30th, 2016

2.1 Mentoring activities and results:

- **Coaching and mentoring on implementation of practicum action plan:** Mentor worked closely with mentee and her team to ensure the plan practicum has been implemented as the set time frames. As the result that is mentioned in the above practicum report, mentee is be able to finish her plan successfully with significant results over expectation.
- **Provided support on organizational development:** Beyond the activity plan in practicum, mentor also provided other supports for

organizational development including: provide comment on the draft statute of ACDW, membership fee policy, membership data base on excel file, project and basic financial management. ACDW really value the principle of accountability and transparency (anti-corruption).

- **The mentee also received support on personal development,** conceptual of leadership, build personal confidence, developing personal plan and time management. Within the 3-month period, the mentee shows significant improvement of her self-confident and leadership skill that is indicated the changes through her activities including: public speaking at workshops and trainings, radio talk show, gained more trust from existing members and attract more new members. In addition, the mentee is be able to engage and lobby with other stakeholders such as ministry of Labor (provide comment on the draft Circulation on Domestic Worker), ministry of women affair (To introduce ACDW's work to the ministry).

2.2 Lessons learned:

- **Mentoring:** The mentoring is a useful and crucial support to workshop participant (mentee). However, being a mentor for a mentee who have limited education is required more time to follow up and work closely with the mentee (more meeting face to face). To provide other supports including translation of some document, more explanation by giving clear example and or create a clear format and instruction guideline.
- **Building personal relationship between mentor and mentee:** It is important and also contribute to a successful of the mentoring programme by building personal relationship and trust between the mentor and mentee. It is a mutual learning, when mentee trust the mentor she/he can share all problems and challenges and find solution together with an encouraging and inspiring for future growth.
- **Practicum Manual:** The manual itself is simple and easy to follow with a clear steps. However, in the session of A1. How Do I plan? Is doesn't work smoothly, participant can reflect with their previous work but cannot think about new idea for setting up vision, mission and goal/objective. So this session work well when started with asking question what the current problems are facing by DWs? When talking about problem participants shared their story non-stop. Then facilitator listed down all the common problems, group/categories them then barnstorm about what is the change we want to see in next 5 years?

2.3 Recommendation:

- The manual should be available in local language
- The manual should add a barnstorming on problem analysis after the session on reflection of previous activities.

Annex1: Photos

- Member Meeting

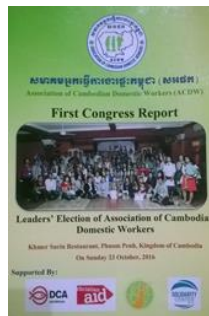


- Congress:



- Congress report


The ACDW First
Congress Report on 2
(pdf file)



Member mobilisation



- Radio Talk Show

