POSTIVE ACTION FOR DEVELOPMENT
SPREAD LOVE AND HUMANITY

Organizational Profile

August, 2023

Addis Ababa, Ethiopia

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Background Information:

Positive Action for Development (PAD) is an indigenous, non-governmental, non-profit making; secular and legally registered Ethiopian Civil Society Organization with a registration number 2330. The organization established with a vision to see a community of hope, where poverty has been overcome and people live in dignity and security. The organization has a mission to save lives, promote hope, defeat poverty, and achieve social justice through integrated and sustainable development approaches. It is working on thematic areas like, emergency humanitarian support and lifesaving activities including ESNFI distribution, CCCM and shelter development, combating Gender Based Violence, Child and youth Development; Democratization, Human Rights and Peace building and conflict Resolution; Livelihood Promotion and Economic Development of poor and vulnerable women and men; Integrated support of people on the street; Community Mental Health and; Rehabilitation and re-integration of returnees of trafficking. PAD has more than 10 years' experience in providing service and conduct advocacy on hard to reach part of the country and issues in almost all parts of the country. PAD is a member of consortium of Christian Relief and Development Associations (CCRDA) and Ethiopian Civil Society Coalition for Scaling Up Nutrition (ECSC-SUN).

Head Office Address:

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- ✓ *Website: www.padethiopia.org*
- ✓ *Addis Ababa, Yeka Sub-City Woreda 11 House No 2392, Around Wesen Area*
- ✓ *P.O. Box: 26867/1000, Addis Ababa, Ethiopia*

Current Program Operational Areas:

Positive Action for Development is legally mandated to operate all over Ethiopia but currently active in the regions namely:

- ✓ Addis Ababa City Administration
- ✓ Dire Dawa City Administration
- ✓ Hareri Region
- ✓ Oromia Regional State (Borena Zone, East Harerghe Zone, Bale Zone, West Harerghe Zone)
- ✓ Somali Region (Siti Zone of Somali Region)
- ✓ Amhara Region (North Wollo Zone, South Wollo Zone, Bahirdar, Waghimra Zone)
- ✓ Afar Region (Zone 1 and 2)
- ✓ Benishangul Region

Legal Status

Registration Date, Registration Number and Registration Authority:

- ✓ PAD has also been re-registered and accorded legal personality with registry number 2330 on May 22, 2019 as Local Organization in accordance with the civil society Organization proclamation No. 1113/2019.

Organization's Vision & Mission:

Our Vision

- ✓ We seek a community of hope, where poverty has been overcome and people live in dignity and security.

Our Mission

- ✓ PAD works to save lives, promote hope, defeat poverty, and achieve social justice.

Motto

- ✓ Spread Love and Humanity!!

Organizational Core Values

As a charity, non-for-profit organization, PAD is committed to the following seven core values:

Community Empowerment and Meaningful Participation: PAD strongly believes that community is the safest place for children, youth, women, the elderly, the disabled, and other vulnerable segments of the society. Well empowered family and community networks can render socially and culturally more appropriate services and satisfy the needs of their members. Therefore, we give priority and strive towards empowering the family and community structures and networks instead of providing direct material and financial supports to beneficiaries, unless deemed very important. In addition, we are genuinely committed in getting members of the community meaningfully participated at most, if not all, stages of project activities and we wholeheartedly believe this would enhance the effectiveness of community-based projects.

Equity and Inclusion: Positive Action for Development believes that every member of the society deserves an equal opportunity to live their full potential and that our organization is stronger when it is in a position of providing an equal opportunities for people with diverse socio-cultural backgrounds, identities, and world views. Accordingly, we are aggressively working every day to make our organization more equitable and inclusive.

Youth Power: PAD believes in the untapped potential and capabilities of young people and hence, always design projects in the manner they emphasize on making the highest investment on youth as the key to a brighter future for the entire society.

Wellbeing: Positive Action for Development strives to foster the safest spaces that enhance the social, psychological, and physical wellbeing of project beneficiaries and other members of the community while simultaneously working to make the community itself the safest place to live.

Responsibility and Responsiveness: We are cautious that every action we take has an impact and repercussion on the lives of other people. As an organization aspiring to expand our geographic and target group scopes, we seek to obtain the fullest trust of our beneficiaries, partners, and the entire community at large. Moreover, PAD is committed to remain accountable for the actions it takes in all endeavors of achieving its organizational goal.

Empathy: Being a charity organization that has always been working on the most vulnerable groups, we recognize and strive to understand the feelings, perspectives, as well as the lived experiences of our beneficiaries and other members of the community who come in contact with our organization.

Interdependence and Collaboration: PAD values not only establishing new ones but also maintaining the existing partnerships with all potential stakeholders that can influence and contribute to the successful implementation of projects.

Programmatic Interventions:

- ✦ Community Nutrition and Health
- ✦ Emergency Response on Essential shelter, NFIs
- ✦ Camp Coordination and Camp Management (CCCM)
- ✦ Advocate Female right to education
- ✦ Providing Education in emergency and promote girl's education
- ✦ Community based child care and support
- ✦ Mental health and other NCD
- ✦ HIV/AIDS Prevention
- ✦ WASH
- ✦ Integrated support to vulnerable children, homeless women with children and adults living and working in the street
- ✦ Re- integration of migrant returnee
- ✦ Human Rights, Democracy & Good Governance
- ✦ Peace Building & Conflict Management
- ✦ IDPs Shelter Construction and Camp Management
- ✦ Provision of integrated support to Homeless women with Children
- ✦ Provision of integrated support to the Homeless Street girls
- ✦ Provision of migrant returnee protection and re-integration support
- ✦ Provision of second chance education program

Key Funding partners

Positive Action for Development has worked with different funding partners and currently it is working with the following funding partners:

- Family Health International 360 (Fhi360)
- International Organization of Migration (IOM)
- RRF-Ethiopia
- PACT Ethiopia
- Luminous Fund
- Malala Fund
- Save the Children Ethiopia
- International Republican Institute (IRI)
- OTI Dexis
- World Bank
- Civil Society Support Program I and II (CSSP)
- Ethiopian AID UK
- United Nation Children's Fund (UNICEF)
- Volunteer Over Sea (VSO)
- Greet run Ethiopia
- Facilitator for Change (FC)
- Ministry of Women and Social Affairs (MoWSA)
- Ethiopian Emergency Fund (OCHA-EHF)
- USAID
- Afro Ethiopia Integrated development (AEID)
- Save the Children
- Action for Social Development and Environmental Protection Organization (ASDEPO)

Track Records of Successful Project Implementations:

Summary of Selected Operations through Partnerships

Since its operation in 2011, Positive Action for Development have acquired ample project implementation experience in different thematic areas including community nutrition and health, Girls education and women right, Women and Child Protection and Care, Community based child care and support, Mental health and other NCD, HIV/AIDS Prevention, Integrated support to children, homeless women with children and adults living and working in the street, Re- integration of migrant returnee, Human Rights, Democracy & Good Governance, Peace Building & Conflict Management, Emergency Humanitarian support including Non-Food Item Distribution, CCCM and Shelter Construction. Since its establishment it has implemented more than 45 projects targeting Overlooked Community group including Women, Female, Children, people in conflicting situation and People in emergency humanitarian situation in partnership with different stakeholders. As a result, more than 515,369 beneficiaries have been directly reached and meaningfully benefited in terms of changing their lives. Among others, we have successfully operated on the following intervention areas:

- ✓ Capacity building and system strengthening of government on nutrition
- ✓ Awareness creation and social mobilization on nutrition
- ✓ Stabilization centers equipping and managing cases
- ✓ SAM management trainings and case management
- ✓ Inculcating Nutrition Sensitive Agriculture (NSA)
- ✓ Conduct nutrition screening, admission and referral of sever cases
- ✓ Advocate for better nutrition and health programing in the country
- ✓ Advocate female/girls right in education and female education in emergency situation
- ✓ Provision of support to Girls and young women empowerment through Project on Education in Emergencies (EiE) , with particular focus on Girls education and school retention and a project dedicated to ensuring that girls throughout the world have a right to life, health, freedom and education and to ending trafficking, violence and other forms of mistreatment and discrimination against girls
- ✓ Facilitation of Mobilization of women volunteers and social workers who advocate for girls and young women rights, serving as local women educators and right advocates in Dire Dawa, East and West Hararghe zone, through a Project in the implementation of local peace building and conflict resolution activities
- ✓ Addressing the challenge of orphan and vulnerable children and their families through provision of integrated alternative family and community-based child care protection support including provision of psychosocial, economic, scholastic, health, family sponsorship and capacity building support
- ✓ Promote democratization, voters' education, human right, and Peace building and conflict mitigation
- ✓ Supporting School age boys and girls poorly performing in their schooling due to economic problem
- ✓ Enhancing the economic situation, saving culture and developing business management entrepreneurial skill of vulnerable men and women
- ✓ Improving the situation of destitute men women and children living and working on street through integrated center-based acre and support provision
- ✓ Supporting environmental protection initiative in the rural and urban area to contribute for the establishment of safe environment in which the marginalized community
- ✓ Mitigating the challenge of drug addiction among youth through intervention targeting awareness creation about the problem and provision of rehabilitation support to people suffering from the problem
- ✓ Providing integrated need-based support to improve the situation of disabled people and their family
- ✓ Provision of integrated economic psychosocial, health, recreation, awareness creation, capacity building support to people affected by health problem including mental ill healthy, HIV/AIDS
- ✓ Supporting children and elderly out of family care and involving on bagging through provision of integrated socio-economic support

Table 1: List of Sample on going and completed projects

Name of projects/program	Major Program Focus	Donor Agency	Implementation Area	Status	Budget
Mobile Health and Nutrition Response	✓ Capacity building and system strengthening of government on nutrition ✓ Awareness creation and social mobilization on nutrition ✓ Promotion and demonstrations on IYCF ✓ OTP level supports ✓ Stabilization centers equipping and managing cases ✓ SAM management trainings and case management ✓ TSFP commodities distribution, planning and reporting ✓ Inculcating Nutrition Sensitive Agriculture (NSA) ✓ Conduct nutrition screening, admission and referral of sever cases ✓ Logistics support to target woreda	Ethiopian AID	✓ Dire Dawa Urban and Rural kebele ✓ Waghimra Zone Sekota Woreda	✓ Completed	✓ 430,345 USD
Camp Coordination and camp management (CCCM)	✓ Support site-level coordination through the organization of regular inter-agency meetings with other humanitarian actors and Government officials ✓ Support community self-governance structures (Site/Kebele Management/Coordination Committees, Women's Committees, Youth Committees, etc.). ✓ Mobilize a Community Feedback Mechanism (CFM) as an AAP channel for displaced households residing in the site. ✓ Train community self-governance structures about how to use the Community Feedback Mechanism. ✓ Establish and maintain a site resident database. ✓ Create and regularly update agreed standardized key messages or FAQs to be used by all agencies. ✓ Map all stakeholders (who, what, where) and help agree and clearly set out how tasks will be divided between them. ✓ Procurement and distribution of camp tool kits per site	✓ IOM/EHF ✓ ASDEPO/UNOCHA	✓ Waghimra Zone in Amhara Region ✓ Borena Zone in Oromia Region ✓ Metekel Zone of Benihsangul Gumuz Regional State	✓ Active / On going	✓ 594,281.23 USD

|					
Communal Shelter Construction Project in North Wollo Zone	✓ Conduct Introductory Meetings with all stakeholders for appropriate communication on the goal, activities and the overall process, including participations, contributions, responsibilities and accountabilities. ✓ Procurement and delivery of communal shelter items, including in-kind items from IOM/RRF including plastic sheeting for 100 communal shelters. ✓ Construct 101 communal shelters according to the Shelter Cluster and IOM's communal shelter design, a six-unit shelter of 100.5m^2 (size of 3.3x5 meters; 16.5 meters square/family) and with consideration for protection concerns, especially the privacy needs of women and girls, providing households with their own individual space including additional measures to promote privacy and safety (e.g., locks, internal partitioning etc.). ✓ Construct communal shelters according to the Shelter Cluster and IOM's communal shelter design, a six-unit shelter of 100.5m^2 (size of 3.3x5 meters; 16.5 meters square/family) and with consideration for protection concerns, especially the privacy needs of women and girls, providing households with their own individual space including additional measures to promote privacy and safety (e.g., locks, internal partitioning etc.). ✓ Coordinate with CCCM/site management agency to facilitate the assignment of communal shelters to 500 beneficiary households. ✓ Conduct Post Construction Monitoring (PCM). PCM will be conducted two weeks after communal shelter construction is complete.	✓ IOM/BHA ✓ AIED /EHF	Jara IDP Cite in North Wollo Zone of Oromia Region	✓ IOM/BHA 100 Shelter completed ✓ Ongoing for AIED /EHF	✓ 416,000. 00 USD
Providing Non-Food Items for conflict affected IDPs in Waghimra and North Wollo Zone	✓ Beneficiary identification and registration ✓ verification of beneficiaries ✓ Delivery of in-kind (from IOM/RRF) non-food item (NFI) kits for 4000 IDP households or 22,000 individuals ✓ Distribution of NFI Kit (in-kind from IOM/RRF) ✓ Conduct Post Distribution Monitoring	✓ IOM/RRF ✓ MHF Netherland	✓ Zequala Woreda of Waghimra Zone ✓ Sekota Woreda Zuria in Waghimra Zone ✓ Mersa IDP in North Wollo	✓ Completed for Waghimra and ongoing for North Wollo	✓ 119,000 USD

				Debre Birehan North Shewa			
Girls' education and young women education empowerment Project	✓ Education in Emergencies (EiE), with particular focus on Girl's education and school retention ✓ A project dedicated to ensuring that girls throughout the world have a right to life, health, freedom and education and to ending trafficking, violence and other forms of mistreatment and discrimination against girls. ✓ Mobilization of women volunteers and social workers who advocate for girls and young women rights, serving as local women educators and right advocates in Dire Dawa, East and West Hararghe zone	✓ Malala Fund	✓ East Hararghe Zone	✓ On going	✓ 250,000 USD
Second Chance education	✓ Promote women and girls right to formal and informal education ✓ Provision of need based educational support to Overlooked women and female denied of their right to education ✓ Advocate women and girl's right education ✓ Work with formal and informal structure to promote girls and female education	✓ Luminous Fund	✓ East Hararghe and Dire Dawa	✓ On going	✓ 86,000 USD
Democratization, human right promotion Peace building and conflict mitigation	✓ Dialogue for reconciliation of the people in conflict situation in Dire Dawa ✓ Organize capacity building support for Justice, Security and Legal Affair Bureau experts on early warning and rapid response, conflict management, culture of peace and leadership ✓ Facilitate community engaged dialogue and support ✓ Capacity building support for community structure leaders ✓ Organize event including solidarity and peace events ✓ Engage youth involvement in peace building activities	✓ OTI/DE XISS	✓ East Harerghe Zone of Oromia ✓ Dire Dawa city Administration ✓ Siti Zone of Somali region	✓ On going	✓ 420,000 USD
SUSTAINABLE SOCIO-ECONOMIC RE-INTEGRATION AND REHABILITATION	✓ Child migrant returnees and other vulnerable children in the target areas are socially, psychologically, and economically reintegrated. Under output one, the following main activities will be delivered by the project.	✓ IOM - EU	✓ 12 Woredas of East Hararghe Zone ✓ 10 Woredas of West Harerghe	✓ Completed	✓ 250,600 URO

SUPPORT FOR MIGRANT	✓ Targeted communities coping mechanisms have improved so as to sustain the dignified re-integration of children migrant returnees ✓ Government institutions providing social services in the target areas have improved and provided better quality and comprehensive protection service delivery				
West in to Wealth Project	✓ Deprived youth, Migrant returnees and family members in the target areas are economically reintegrated through implementing innovative urban greening initiatives. Under output one, the following main activities will be delivered by the project. ✓ Establish community-based service coordination center for provision of integrated need bases service provision (vulnerabilities assessment, medical and psychosocial first aid, shelter and other general support) for potential return migrants, unemployed youth and community members in Dire Dawa and pass by Dire Dawa through direct service provision and Referral linkage	✓ IOM	✓ East Harerghe Zone of Oromia ✓ Dire Dawa city administration	✓ On going	✓ 112,345. 00 ERO
Urban destitute Program targeting street children and Homeless women Children	✓ Help eligible, homeless street children receive integrated social, economic, health, psychosocial, shelter and care, legal and rehabilitative services ✓ Improve planning, management and service delivery of street children ✓ Provide need-based support, facilitate re-integration and provision of sustained livelihood and follow up supports	✓ World bank /MoLSA	✓ Dire Dawa, Shinle Zone of Somali and east Hararghe towns street Children Project ✓ Dire Dawa, east Hararghe & Shinle Zone Homeless women with Children Project ✓ Addis Ababa, SNNRP & Amhara Homeless Women with Children Project	✓ On going	✓ 450,000 USD

Women mental Health Prevention project	✓ Organize and facilitate mental health actors ✓ Sensitization of mental health issues ✓ Promote awareness on mental health problem ✓ Promote community participation and responsiveness on mental health ✓ Advocate for mental health budgeting and support ✓ Enhance mental health capacity development and engagement for mental health	✓ CSSP 2	✓ East Hararghe zone of Oromia ✓ Dire Dawa administration	✓ Completed	✓ 100,000 Pound
Women empowerment and violence protection	✓ Promotion of women right and advocacy for response ✓ Organize advocacy structure and capacity development ✓ Facilitate prevention and support networking ✓ Promote prevention, re-integration and responsiveness platforms ✓ Women empowerment platform stimulation	✓ Canada Embassy and ETHIO PIAN AID UK	✓ East Hararghe zone of Oromia and Dire Dawa	✓ Completed	✓ 100,000 Canadian Dollar

Organizational Structure:

Fig. 1 Organogram of PAD
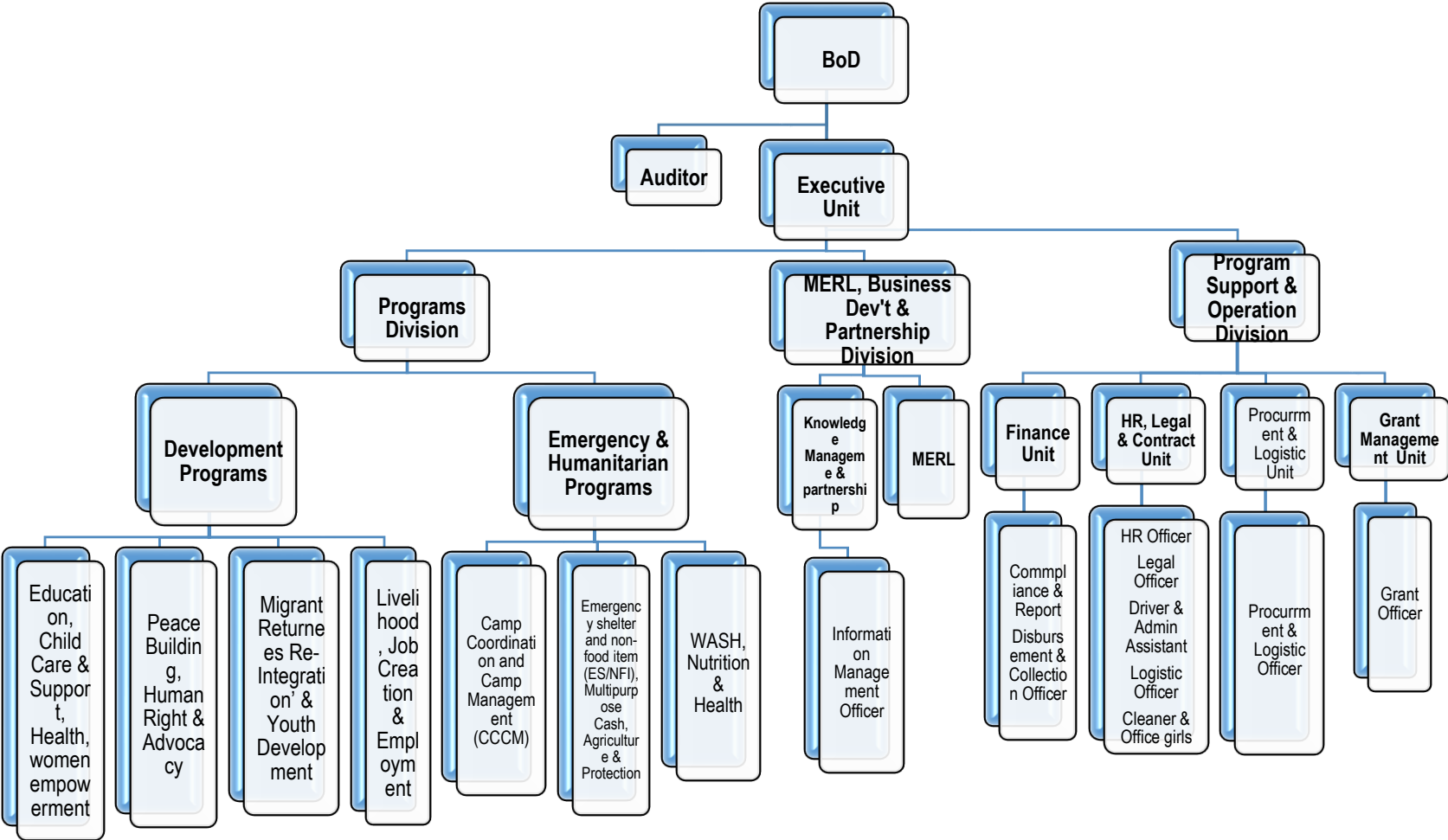
Information on Board and Executive Committee (EC):

Organizational Board

Organizational Board is the highest decision-making body of the organization. Accordingly, PAD has a board of 7 (4F) members. The organizational board quarterly meets and monitors the accomplishment of the organizational executive body.

Total Number of Staff:

Currently, PAD has 232 (115F) full time salaried staffs and including Director, Managers, Advisors, Project Coordinators, Project Officers, Social Service Workers, Nurses, Accountants, Finance & HR Officers and Other Administrative staffs. At community level, the organization currently deployed about 650 part-time volunteers working as case workers in managing community level programs. This means that PAD has strong grass-roots presence in the community which helps it to make a significant difference in the lives of most vulnerable and hard to reach community members. PAD's staffing for the last four years is presented as follows:

Table 3: Categories and distributions of Staffs

Type of Staff	Total Numbers	Men	Women
Regular	232	117	115
Contractual	10	6	4
Volunteers	650	230	420
TOTAL	892	353	539

Staff Recruitment and Selection Procedures:

PAD has a clearly written and documented human resource policy, containing well stated procedures of staff recruitment and selection procedures and principles. Most importantly, this HR policy is not only documented and shelved but also shared among all members of the organization, including the ones newly joining it. Among other things, PAD's recruitment and selection policy firmly stands on the following principles:

Open and transparent competition: PAD's HR policy underscores that recruitment of employees should be competitive and undertaken based on open advertisement of posts.

"The Right Person to the Right Position": PAD always strives to make sure that the candidate with better qualifications, interest to serve the disadvantaged, and merits is employed to an advertised vacant position in a professional way.

Cost-effectiveness: We believe that a recruitment process conducted in cost-effective manner best serves the interest of the organization.

Reaching out all potential candidates: PAD uses all available technological platforms to reach out most, if not all, potential applicants with the objective of attracting candidates having relatively better merits. For instance, we use ethiojobs.net to advertise vacant positions, creating easier avenues for applicants to apply online.

Declaration of Relationships: any employee in the recruitment team who has a close relationship with any of the candidates applying for any position in the company must make sure that it is declared by the employee at the beginning of the recruitment process and he/she will not be involved in any decision-making process.

Confidentiality: All the information provided by the candidate is treated with confidentiality and must not be shared with any third agency.

Protection of minors and the disadvantaged (Safeguarding) as a requirement: In PAD, any employee newly joining the organization is required to sign an agreement that puts employees to remain committed to protect the vulnerable segments of the society that come in to contact with the organization, including children, women, and people with disabilities. For instance, the agreement specifies that it is a prerequisite for an employee to remain committed against any actions of sexual and gender-based violence.

Logistics Capacity

PAD has the following logistics and supply management staff, closely working under field operations:

- Senior Logistics Officer
- Logistics assistants – all assigned in different project locations
- Procurement Officers

- Warehouse manager
- Store Attendants – 9 in number
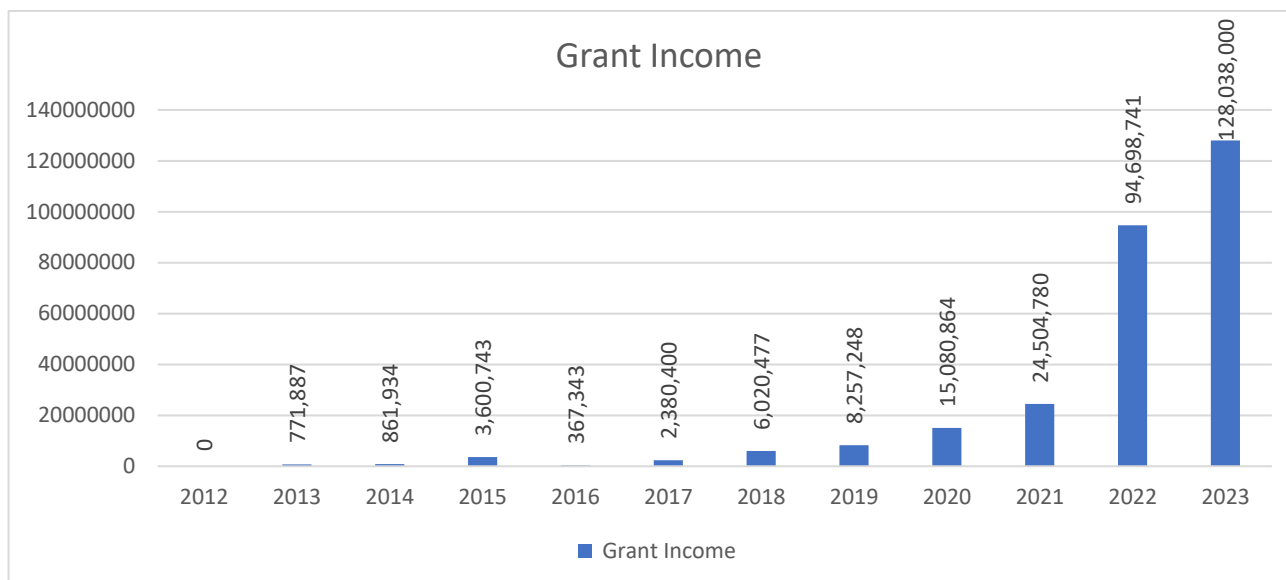- Warehousing/ prepositioning capacity

Table 4: warehousing distributions

No	Location of Where house	Number of Wheelhouse	Holding Capacity (MT)
1	Addis Ababa	1	1000
2	Somali Region Shinle	1	500
3	Amhara Region North Wello and Sekota	1	4000
4	Dire Dawa	2	1000
5	Oromia region Yabelo	1	1000

In addition to the existing logistics and supplies capacity, Pad does also have a Long-Term Agreement (LTA) with GAD Vehicle and Machinery Rental Company, with whom PAD had been partnering over six years now. Moreover, PAD possesses its own vehicles facilitating mobility of staffs and easier mobilization of other vital resources. Above all, the offices in which it is currently situated, equipped with all the necessary furniture, office infrastructures and facilities as well as well trained and experienced staffs can be considered as additional resources essential for successfully accomplishing its activities.

Annual Budget

PAD has an experience of managing income with amount of 94,698,741.01 ETB during the last year alone. Its account is annually audited, and it has witnessed no audit gaps so far. PAD is strict in adhering to donor reporting requirements including timeliness, reporting formats and other compliance requirements.

Grant Income

Year	Grant Income
2012	0
2013	771,887
2014	861,934
2015	3,600,743
2016	367,343
2017	2,380,400
2018	6,020,477
2019	8,257,248
2020	15,080,864
2021	24,504,780
2022	94,698,741
2023	128,038,000

Policy and Procedure Documents

Table 5: List of policy/procedure document/manuals:

Name of the document/Manual	Purpose	Updated
Ethiopia Charities and Societies agency approved	The registration based on the civil code no. 321/1966. Civil Society Organization of both endogenous and foreign Organization is registered and carry out their activities.	2021
Financial Management (FM)	The Financial Management manual is one of such conditions that provide the basic framework and guidance to reach the financial goal of making development impact economically and efficiently	2022
Human Resource (HR)	The purpose of the HRM is to set down the policies, conditions, rights and obligation of PAD employees subject to their performing of the duties and responsibilities in their job description.	2022
Gender policy	The purpose of the policy is to enable PAD to play role in order to ensure and establish gender quality at the all levels of the organization. The policy guided PAD to perform functions including strategic and operational planning, resource mobilization and allocation and implementation for ensuring equality and equity of men and women.	2022
Child Protection Policy	The purpose of the policy is to enable PAD to play an active role in order to ensure the practice and establish the child rights at the all levels of the society and also within the organization. The policy guided PAD to perform in well functions including strategic and operational planning, resource mobilization and allocation and implementation for ensuring child friendly and child rights project development and implementation for empowering the children that will lead to nation building initiative in larger range of the process.	2022

PESA Policy	It includes sexual slavery, pornography, child abuse and sexual assault. PSEA policies and practices aim to end sexual exploitation and sexual abuse by humanitarian workers, including PAD personnel, and ensure that allegations of SEA are responded to in a timely and appropriate manner.	2022
Performance management system	The main objectives of installing performance management system are to improve the overall organization performance of PAD and to deliver its programs and activities with right quality and in time.	2022
Employment Affirmative Action Policy	Ensure faire employment of staff in all PAD organizational employment platform	2022
Environment and Social Impact Safeguarding Policy	Minimize and mitigate effects on physical and social entities due to project intervention of PAD in way that comply to the global and national standard and proclamation safeguarding potential effect on physical and social environment	2022
Anti-Stigma and Discrimination Policy	Ensure inclusion of all regardless of ethnicity, gender, religious and other exclusion factor in all the activities and intervention of PAD	2022
Communication and Data management Policy	Ensure standard communication procedure in communication and data management related with project implementation	2022
Role Description of the staff	The primary purpose of the role is to achieve its organizational goal and objectives, programs of PAD.	2022
Accounting software	The purpose of the software is used to improve organization's financial management system	2021
Organization Anti-Fraud Policy	The aim of this Anti-Fraud Policy is to safeguard the reputation and financial viability of PAD through improved management of fraud risk. It sets out explicit steps to be taken in response to reported or suspected fraud, as well as measures that will be taken to prevent or minimize the risk of fraud.	2021
Organizational Monitoring and Evaluation Policy	The manual focuses on the key components of an M&E system that allows planners to develop and strengthen M&E policies and procedures for projects or programmes	2021
Organizational Communication Policy	An internal communication policy is a document that outlines PAD's approach to its internal communication with its employees.	2021
Organizational grant management policy manual	Grant Procedures Manual details the requirements and procedures for each step of the grant-making process, introduces the grant programme, and provides details on eligibility of projects and applications.	2021
Asset Management System	The Asset Management System (AMS) is the collection of the various tools and techniques used to establish AM policy and AM objectives.	2021
Vehicle Management System	A vehicle management system encompasses smart, forward-thinking usage and tracking of all fleet movements.	2021

		2023
Web site developed	The purpose of the website development to show what we are doing or what we are offering to the audience, it also helps receiving feedback as well as criticism. To rectify your mistakes and to improve your service quality, a website helps a service.	

Available Standard Operational Procedure (SOP) Documents

Standard Opérationnel Procédure Name	Propose	Update
Shelter/ESNFI	Standard procédure help to manage CCCM activités as per the global Accepted standard	2022
Water and Sanitation	Standard procédure help to manage CCCM activités as per the global Accepted standard	2022
Camp management and camp Coordination SOP	Standard procédure help to manage CCCM activités as per the global Accepted standard	2022
Food and Nutrition SOP	Standard procédure help to manage CCCM activités as per the global Accepted standard	2022

Name, designation and contact details

Name, designation and contact details of Executive Director for further communication on this partnership request:

Girma Admasu Mezimeir

Executive Director,

Positive Action for Development (PAD)

Addis Abeba, Ethiopia

P.O. Box 325, Mobile: +251-09-30-72-35-11/+251 09-11-88-00-66

Email:girma.admasu@padethiopia.org, mgirma88@gmail.com or pad@padethiopia.org

Website: www.padethiopia.org

Signature with date:

Name: Girma Admasu Mezemer

Designation: Executive Director

Important Links:

❖ **Organizational website & Social Media Links**

Website: www.padethiopia.org

Organizational Project Management System (PMS): https://www.padethiopia.org/pms/auth

Facebook: https://www.facebook.com/padethiopia.org

YouTube: https://www.youtube.com/channel/UCmxHO9l2nYp0QJVNEjdluHw

Telegram: https://t.me/padethiopia

Headquarter Location: https://maps.app.goo.gl/zvtmRSvgbaqkcFXi8

❖ **Project Implementation Citation**
   ✓ **More than Just Waste Processing in Dire Dawa, Ethiopia**

   https://www.migrationjointinitiative.org/news/more-just-waste-processing-dire-dawa-ethiopia?fbclid=IwAR1mPrXw_U1sRBLYfjJsRvgq3NpYEcq9vV_qgOEYuxcLEVA0ZDIadGHfEbg

Annes:

Certificate of registration

Registration License

ESNFI Distributions

IDPs Shelter Construction

Compost Production

Camp Coordination and Camp Management (CCCM)

Camp Coordination and Camp Management (CCCM)