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Cambodian Farmers Association Federation of Agricultural Producers
CFAP Cambodia

REPORT

(ANNUAL NARRATIVE REPORT)

January-December 2013

Type of report: A consolidated annual narrative report
Contract no.:
a. 13cam-6048-13at-4485
b. 13cam-6019-13at-4294
c. P.10.542&P.010139
Report no.: 049-CF
Date: 05 February 2014

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Acronyms

Agriterra	The combination of Dutch rural people's organizations
AAO	Agriculture and Advisory Officer
ASEAN	Association of South–East Asian Nations
BoD	Board of Director
CAAFS	Climate Adaptive Approach for Food Security
CBO	Community Based Organization
CFA	Commune Farmers Association
CFAP	Cambodian Farmers Association Federation of Agricultural Producers
Demo	Demonstration Farm
EFMI	Effective Farmers' Market Initiatives
Exc.Com	Executive Committee
FFS	Farmers' Field School
FOs	Farmer organizations
GA	General Assembly
Govt'	Government
HH	Household
IFAD	International Fund for Agricultural Development
LCB	Local Capacity Builder
LTO Noord	Dutch Farmer Organisation in the North of the Netherlands
MIS	Management Information System
NGOs	Non Governmental Organization
PDWRAM	Provincial Department of Water Resource and Meteorology
SBP	Strategic Business Plan
SG	Saving Group
SP	Strategic Plan
VGs	Vegetable Groups
WFO	World Farmers' Organisation
WMO	World Meteorological Organisation
ZLTO	Dutch Farmer Organisation in the South of the Netherlands

i. PREFACE

CFAP is an umbrella organisation of small farmer organizations and cooperatives in a membership based style (non-governmental organization), working directly with small rural farmers to contribute to the poverty reduction and food security programme. To reach the planned goal, the organization has initially worked in several development programmes i.e. capacity building (trainings/using of on-site technical trainings), agricultural productivity improvement that could stand with quick changes of climate, use of a revolving fund, economic initiatives, rural infrastructure, dissemination and giving advisory support to member organisations. The organisation has subsequently shifted its focus to work in strengthening of farmer organisations in a membership based style and economic initiatives through enterprising farmer members in its development programmes. We believe that working directly in a membership based style of farmers will achieve our purposes of poverty reduction; in return we make economics improved effectively, especially for rural farmers where the living standard is very low, thus it is time to encourage them to organise their own organisations in places (associations/cooperatives). Moreover, the farmers' organizations base will run longer toward self financing in the future if farmers understand well about the added value and benefits of their own organisation because it serves their own interests in their own communities. CFAP has also identified her aim to achievement of *“experiencing from food shortage to food sufficiency and food producing for households' consumption to food producing for market demands and enterprising”*.

CFAP is attempting to become a self-financing organisation by developing of organizational financial management system/programme, AGRI-Credit management system/programme and business planning in collaboration with partners, especially Agriterra and the Rabobank Foundation, these will lead the organisation to good management system. Together, CFAP has also looked forward to have strong organizational strategic plan that could strengthen her FO members to get access to self-financing as well in the future. CFAP provides specific trainings/advisory services to member organisations, group members such as enterprising of FOs and farmer members, AGRI-Credit (use of a revolving fund), marketing, production planning, cropping calendar, technical information, scaling up of produces and networking. Minimizing gap between farmers/farmers' organizations and government agencies like MAFF, research/study institute, companies, development agencies, sub-national authorities and other relevant stakeholders, expected that they work in close cooperation in the future. FOs as members will pay an annual membership fee regularly to CFAP when they have understood well about the added value of FOs in a membership based style. There are 17 farmers' organizations registered as member of CFAP in 4 provinces (Svay Rieng, Prey Veng, Kampong Speu and Kandal), three new organisations have also applied for a membership of CFAP i.e. one from Prey Veng, one from Kampong Thom and another one from Kampot province during this period of report. CFAP has a total of 8,579 household members from 117 villages and 939 producing groups. Through these households members CFAP currently targets 34,640 individuals, out of which 18,012 are female (52%) base on criteria and reformulation of group members' registration, we focused on active farmers members. Females participated actively in CFAP's projects where they take over important roles such as group leaders, committee members and oversight of group activities. CFAP is currently supported in this effort by Agriterra while Rabobank Foundation support CFAP in both loan/grant with no interest paid while the second loan will be paid an interest of 2% per annum, CFAP extended loan service to only member organisations, yet to non-members.

The cooperative law was enacted by the National Assembly of Cambodia in May 2013, nevertheless, Majority of Cambodian people are very new to the cooperatives, also the way of working in a cooperative manner, therefore CFAP wishes to paly a role as a facilitator in collaboration with relevant partners like PDAs or MAFF to prepare for a registration of CFAs and some other communities as members of CFAP under the new cooperative law, this expected to be done in 2014.

ii. INTRODUCTION

The goal of this project is to empowering of small farmers toward cooperative marketing and enterprising of their produces. This will also allow CFAP to continue working with farmers and small farmers' organisations (FOs)/Cooperatives in Cambodia and its purpose is also to enable CFAP to further development of working programmes and strategies. The specific objectives are: 1). Improve access of capacity to increase production of farmer organisations and group members, 2). Improve access of farmer members to cooperatives and collective marketing (collective sale, purchase of inputs, produces and transport), 3). Business and production promotion, investment planning and database, and 4). Organisational strengthening and capacity building of farmers' organisations for qualitative service extension to group members in a cooperative manner. CFAP is responsible for execution of this project activity, CFAP aims to strengthen and support 250 producer groups plus 35 demonstration farms (vegetable, rice, animals/poulties and handicraft of women groups) in a consolidation with other projects (project no. 13-cam-6019-13at-4294 and P.1010139) to play effective interaction and production improvement and marketing of farmers. This project model will be made alongside with enterprising farmers, production improvement for sale and organisational strengthening of FO members (trainings).

During the period of 1 January to 31 December 2013, the organisation had reviewed and improved such documents like i). Internal working policies, staff and financial guidelines and training procedures/methodologies to all staff members of CFAP, ii). Technical training manuals made by CFAP (vegetable, rice, animals/poulties), iii). relevant working documents formatted (production planning, cropping calendar, business planning, recording book, list of producers group members, aggregation of products, income and expense data base, data base of membership and), iv). Local consultation workshops in preparation of agripool mission, v). Monitoring the implementation of producer groups and collection sites, vi). Networking with relevant stakeholders and local authorities, vii). Monitoring the use of loan (use of a revolving fund) of farmer members, viii). Follow up and advise on technical vegetables, rice and poulties production for markets and sale to group members, ix). Continue giving advisory support to CFAs/CBOs and Coops on aggregation of production, income and expense data, x). Continued aggregation of production, income and expense data at CFAP level, input in database (by CFAP), xi). Internal financial review/control, xii). Organisation of the 9th CFAP Executive Committee Meeting, March 2013 xiii). 10th Executive Committee Meeting in conjunction with End workshop project no. 10-cam-5611-11at-3061, xiv). Technical training on soil treatment, diseases prevention, crop protection and use of cropping calendar in a rotation system, xv). Technical training on chemical uses and its impacts to CFAP staff members (AAOs/LSBs), xvi). Training on marketing, selling and CANVAS model to AAOs/LSBs, xvii). Spreading knowledge of CFAP's AAOs in collaboration with FOs as members to producer groups, and a study visit of LSBs and farmer leaders to a successful vegetable grower etc.

Enabling member organizations get direct benefits from this project; especially the added value of FO based style must be recognized as a step toward self-financing of FOs in the future. To achieve this in the context of Cambodia, however it is assumed that it takes proper times to develop the organisation, but it is necessary to get farmers organised in a good start by today. CFAP also used this opportunity to disseminate that the cooperatives are belonging to members themselves, not belonging to the state as what Pol Pot did during the genocide regime (1975-1979). In this meanwhile, farmers should cooperate and work with other members of the cooperatives to serve the interest and benefits of their own members for their communities. Because the cooperative law is very new, thus it requires the government to prioritize the cooperatives to let them have experienced sufficiently for a period of at least 5-10 years in the right track with sufficient funding, training and organizing in a cooperative manner prior to the full law commitment. On the other hand, the law is also very new and we are

wondering whether farmers in Cambodia are able to apply to some complicated procedures stipulated therein. CFAP has foreseen that this project will help improving members' living standard through various and interactual activities, especially the improvement of vegetable productivity, rice production, animals and poultries productivity, knowledge base and scaling up. Small scale business initiatives and enterprising of farmers in AGRO-ecology, agriculture and non-agriculture have intervened jointly effectively with the use of a revolving fund programme (AGRI-Credit). The saved capital of farmers, however is in a very limited amount due to poor members, but it already expressed an obligation of members of the farmers' organisation when they registered as a member of the organizations based/cooperatives, and to ensure that farmers/members get aware the added value of FO based style to serve the interest of their own organisations for long run by members themselves.

The project has focused on economic initiatives, enterprising farmers and farmers' organisations/coops, organisational strengthening and trainings on specific skills to FO staff members/committee members to become local expertised in place, therefore they are capable to transfer the received knowledge/skills and extension of services directly to farmer members in a professional manner. During the design and implementation period of initiatives and activities due attention will be paid to ownership issues and introduction of cost recovery mechanisms for operating and maintenance costs. CFAP had verbal agreements with 6 vegetable buyers/traders so far, including SAC (Svay Rieng Agro-product Cooperative), which will help provide certainty both to CFAP and participating farmers. In principle, the design allowed for all operational activities with investments to be maintained by CFAP in collaboration with FO members. To make this effort more realistic to producer members, CFAP has developed proper business and investment model for all FOs as members by using a CANVAS model and calculated in an excel version as the sample for FOs and farmers to duplicate and rework accordingly as needed.

Strengthening the added value of FO in a membership based style, CFAP organised a regular Executive Committee Meeting of the board once every six month (2times/yr) to review and approve the on-going activities and activities done during a period of time. Advisory support made by CFAP's staff members to all FO members to ensure that the activities/programmes implemented in the right track.

This project is to disseminate, develop and the same time serve the sakes of small farmers/producers to get them organised more and more which in response to CFAP's policy and strategy of strengthening the membership base organization and scaling up in the countrywide, so that farmers themselves have the organization of their own, doing by their own and benefiting for their own and their communities for long run.

iii. BASELINE

1. Situation before/during the project started:

Majority of poor people live in rural Cambodia which they depend much on traditional agricultural activities, yet application of proper technical protocols or taking proper opportunity from their farms while most farmers were reluctant to apply new practice. CFAP provided specific trainings of: on-site technical training on production and postharvest, preparation of production for producer groups, training on saving principles to group members, study visits of farmer leaders and LSBs to demonstration farms, organisation of collection points, organised cooperation with traders to come to collection sites, training in bookkeeping to FO members, training in marketing and entrepreneurial skills to group leaders, marketing study/research focused on product prices, trainings on business planning, leadership, M&E, business management, training on soil treatment-diseases prevention-crop

protection-use of cropping calendar in a rotation system, training on chemical uses and its impacts, training on marketing, selling and CANVAS model, and to farmer leaders and staff members. CFAP had also aggregated production both at CFAP and FOs level, even though farmers need proper time to experience of received knowledge. About 44% of the current members in reporting period got direct benefits from the project intervention while the rest of 56% still unavailable to get access to the services in operational areas. Farmers' organisation based is very new in Cambodia which required CFAP as a led FO based style to express herself of feasible success; moreover the added value of FOs was also not well understood. In facts, farmers face lots of difficulties, they have very limited knowledge on production capacity due to lack of technical and processing skills, could not get access to on-time information, lack of irrigation system for farming in a year round, still weakness in water management/use, weakness in pest and diseases control, lack of knowledge on chemical use, no access to good seeds/fertilizer and agri-tools, most farmers still keep existing seeds/breeds with low quality for generations, limited marketing of local produces due to limited access to markets for sale in a regular basis of products of small rural producers, limited sale of local produces on markets due to low quality, local produces are not known to traders/big buyers and other new clients, no access to market demands of produces daily, weekly, monthly and seasonally, especially the existing opportunities such as Khmer New Year's Day, Lunar New Year's Day and Pchum Ben Festival Day etc, these required to organise well for farmers and their organisations in real practice following by coaching alongside. To solve these problems effectively, the specific knowledge and skills in growing techniques, facilitation and M&E as well as training of trainer (ToT) to CFAP staff members and committee members/staff of FO members needed, so they could train directly to farmers.

Registration procedures/documents of CFAs/CBOs under the new cooperative law is being prepared and developed, this will enable FOs to get benefits from the law. Lack of investment funds and working capital to start the initiated and planned businesses investment to serve the interests of members in place, Networking system between small rural producers, traders and suppliers or sellers is something needed to improve and well organized. CFAP still has limited human resources (staff), especially the agriculture and advisory officers (AAOs) to assist member organizations due to large needs of member organizations to CFAP in facilitation, giving advisory support and improving their organizational capacity.

The follow up: due to weakness of farmers' organisations, thus annual membership fee is not paid regularly by members, there is much expectation of members' organisations to CFAP when registered, moreover most committee/staff members of the organizations are old and work in a volunteer basis for many years, there is no clear strategic plan at FOs level. Young farmers must be encouraged to work for FOs now and in the future. The cooperative law is required individual members to pay a membership fee of only one time at a registration while NGOs give free of charge for beneficiaries and they do not cooperate with existing FOs i.e. normally NGOs lack of cooperation with partners like FOs in operational areas, this is common way NGOs work in Cambodia. CFAP has always lobbied the development agencies and government agencies to work in collaboration with FOs because FOs/Coops are working directly with farmers. IFAD headquarter tried to encourage the involvement of stakeholders in their project and also registered CFAP in their national project network under the Project for Agricultural Development and Economic Empowerment (PADEE), but there is no collaboration or it doesn't work at the ground level. DAP continued support some FOs as members of CFAP in good interaction with CFAP, this help improvement of FOs in the regions in good hope while the local authorities collaborate in-kind support with CFAP through various activities as needed for example participation in other meetings/workshops, dissemination/prevention of birdflu, trainings and agricultural trade faire. The income generation of farmers' organisations is very limited, still far to reach self-supporting of the organization, thus need to further development of the organizational working strategy. Members have limited access to loan services from the MFI/Bank with low interest

rate to invest in farming activities. CFAP is under developing a new software programme for financial report while most FO members are not able to use Ms. Excel properly. There is no financial management system/programme, MIS, SBP, these give more workload to CFAP's management unit, thus need to have developed better programmes in the short future. Migration of young men and women are still in a worrying situation and will become big problems for agricultural labor in rural Cambodia in the future, thus new preparation and strategy for agricultural improvement in place is required to develop urgently to keep sustainable agriculture.

1.1. Data base in 2012, production and sales data were as follows (data collected from income and expense recording by farmers):

Table 1:

Average	End 2012			
	Vegetable	Rice	Poulties	Handicraft
Production per ha/year/hh	3585Kg	3,757Kg	27Kg	229Set
Sales volume for 2 crops/ha/year/hh	7170Kg	5,260Kg	81Kg	2748Set
Income from sales per volume unit per year/hh	10,755,000KHR	5,523,000KHR	972,000KHR	5,496,000KHR
Grand Total				

1.2. Over the project implementation, production and sales data were as follows (data collected from income and expense recording by farmers) 2013:

Table 2:

Vegetables	Production and Sale Data Base			
	Baseline	End 2011	End 2012	Remarks
Production per 2 crops/ha/year/hh (in kg) <i>(as normally there are two crops/yr)</i>	2333Kg	7000Kg	7170Kg	
Sales volume for 2 crops/ha/year/hh (in kg)	2333Kg	7000Kg	7170Kg	
Income from sales per volume unit per year/hh (in KHR)	3,499,500KHR	10,500,000KHR	10,755,000KHR	
Rice				
Production per ha/year/hh (in kg)	4400Kg (2200 x 2)	9000Kg (4500 x 2)	7514Kg (3757 x 2)	
Sales volume for 2 crops/ha/year/hh (in kg)	660Kg (15% in ave)	2250Kg (25% in ave)	5260Kg (70% in ave)	
Income from sales per volume unit per year/hh (in KHR)	693,000KHR	2,362,500KHR	5,523,000KHR	
Poultry				

Production per year/hh (in kg)	10Kg	13Kg	27Kg	
Sales volume for 2 crops/ha/year/hh (in kg)	30Kg	39Kg	81Kg	
Income from sales per volume unit per year/hh (in KHR)	240,000KHR	546,000KHR	972,000KHR	
Handicraft				
Production per season/year/hh (in set)	195Set	200Set	229Set	
Sales volume /season/year/hh (in set)	2340Set	2400Set	2748Set	
Income from sales per volume unit per year/hh (in KHR)	3,042,000KHR	3,600,000KHR	5,496,000KHR	
TOTAL production/hh/yr				
TOTAL income/hh/yr	7,474,500KHR		11,991,000KHR	
	100%		160%	

iv. RESULTS AND OUTREACH ACHIEVED IN REPORTING PERIOD

Component 1: Strengthening of network of member organisations (CFAs/CBOs&Coops)

The networking amongst small farmers' organisations resulted to be developing given understanding the added value of FO based. Small farmers' organisations build respect to work together under the umbrella of CFAP. To reach this goal CFAP is to develop the capacity and human resource together (staff) that could help facilitation, giving training and advisory support to members' organisations. The investment on enterprising farmers and production improvement for market demands is the option to empower FO's economic improvement and in return the organisations are capable to serve the interest of members with sustainable network. CFAP posted all members' organisations on its website (www.cfap-cambodia.org); this keeps the way FOs networked and informed. There is of course challenging for other FOs, not in network because they could not get access to internet/information for various reasons i.e. do not know how to use computer and there is no internet access available etc.

Various meetings organised by CFAP like Executive Committee Meetings, General Assembly and other workshops involved in CFAP. Different stakeholders (development agencies, government, farmers' organisations, research/study institutes, private sector and media) were invited to participate, therefore it is the opportunity for farmers and farmers' leaders to come and share their common issues, and then they could start networking with each other to diversify their mutual interaction and benefits.

Component 2: Review of working documents/technical manuals, and policies

During the period (January-December 2013), various working documents, technical manuals and policies were reviewed and updated/amended according to the actual needs for improvement, demands and latest situation. Those are *a). Policies:* internal working procedures, staff and financial guidelines, *b). Technical trainings:* vegetable training manual, rice training manual, poultry training manual and fish training manual, *c). Business relevance:* production planning, cropping calendar, recording book

(income and expense), list of producer group members, aggregation of product (income and expense) data base, and the investment planning of CFAP “Effective Farmers’ Market Initiatives”(2013-2015). To make sure that the plans and policies were responsive to current situation and challenges.

Component 3: Development of Strategic Business Plan

CFAP attempts to achieve a self-financing of at least overhead and administration costs by 2016, therefore the organisation has requested urgent support from the Rabobank Foundation and to facilitate development of the Rapid Institutional Assessment (RIA) and Strategic Business Plan (SBP) for CFAP for 5 years-2013 to 2018, CFAP’s strategic plan was developed using MicroSave’s approach. As a result, the RIA and SBP have developed by an external company. CFAP will further study by following the most necessary recommendations that could help strengthening of CFAP toward sustainability in the future.

Component 4: Local consultation workshop in preparation of AgriPool mission

Through the project “Strengthening of Small Farmers Groups and Improving Their Market Access” CFAP aims to strengthen and support 250 producer groups (vegetables, rice, poultries and handicraft) to improve their production and marketing. The reorientation mission of AgriPool was assigned within the framework of project no. 10-cam-5611. To make the mission approached successfully and members could receive clear information, CFAP organised a local consultation workshop with five members’ organisations (CFA-Svay Chrum, CFA-Basac, FEDA, CFA-Thlork and CFA-Chek). The objectives of the local consultation are as follow:

- ❖ To discuss with committee chairs, committee members and group leaders the choices to be made in the marketing plan, production plan, and business plan, and how to operationalise it, including eventual consequences for the organisational and institutional setup of CFAs/CBOs&Coops (for new registration under the cooperative laws).
- ❖ To assess whether this new way forward coincides with the vision and wishes of the producer members and group members.
- ❖ Review and update current group members,
- ❖ Discuss with committee leaders and group members to host the mission of AgriPoolers from 9-15 June 2013
- ❖ Way forward after receiving comments from AgriPoolers for development in the next phase

Component 5: Monitoring of the implementation

The monitoring was done alongside programmed activities with CFAs/CBOs&Coops as members of CFAP. Various farming activities of producer group members to grow vegetable, rice and chicken rearing as well as handmade production (bamboo) were fully utilized, this reported by staff members of CFAP during the period. There were some challenges in some areas where they lack of water source to irrigate vegetable and rice in dry season, moreover new pests and diseases also found during a reporting period which sometimes farmers could not see by sight. To solve this problem, farmers were advised to wait till there is a solution and or they could change the produces to suit their situation, or need something that can see small insect (telescope). To review the progress of activities implementation, thus CFAP staff gave advises accordingly to committee chairperson(s) and group members which is based on the WorkPlan, is a tool that guides the staff members in accomplishing their targets.

Component 6: Giving advisory support to CFAs/CBOs&Coops

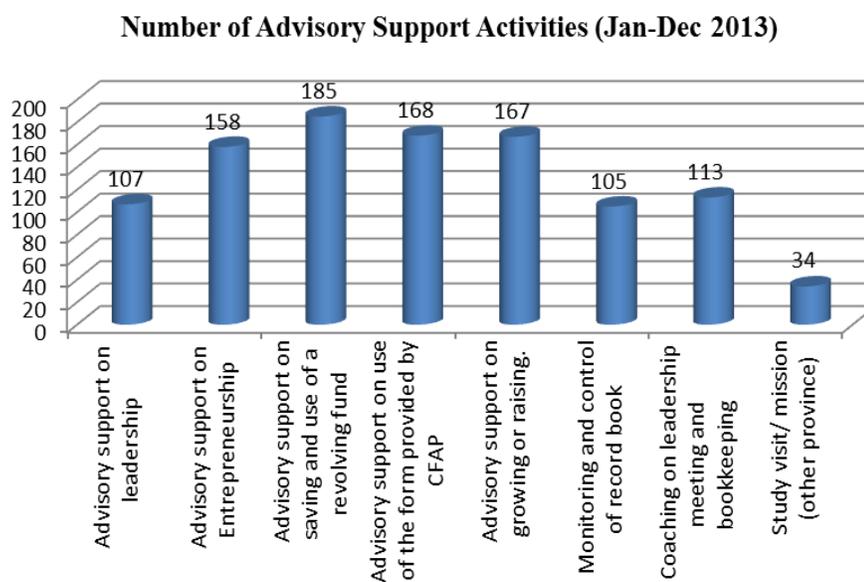
To build the capacity of farmer group members and FO members toward improved and sustainable development of the organisations, CFAP has identified comprehensive advisory support programmes to make FO members stronger. There were 1037 advisory supports made by CFAP staff members under the identified activities below base on existing programmes of CFAP as follow:

- ❖ Give advisory support on organisational governing structure, positioning responsibility and commitment/follow up to organisational statute ...etc
- ❖ Give advisory support on the roles and responsibility of leaders, committee members, staff members as well as the producer members in a membership base style
- ❖ Give advisory support on organisational financial management and bookkeeping
- ❖ Give advisory support on an annual membership payment fee
- ❖ Give advisory support on marketing management, business planning
- ❖ Give advisory support on loan management and use of a revolving fund (agricultural credit)
- ❖ Give advisory support on the roles of FOs and its added value in a membership base.
- ❖ Give advisory support on relevant technical issues (vegetable, rice, and animals/ poultries)
- ❖ Give advisory support on organisation of meetings include minute/reporting
- ❖ Give advisory support over the result of soil analysis, chemical use and its impacts
- ❖ Give advisory support over the use of household ponds provided by CFAP under the project on climate adaptive approach for food security
- ❖ Give advisory support over the use of cropping calendar

(See chart in figure 1 below for key advisory support)

Figure 1:

▪ **Total advised activities to FO members (January-December 2013)**



Component 7: Aggregation of production, income and expense data

The aggregation of production (income and expense) was made regularly at CFAP central office once every month which the database collected from FOs as members of CFAP by field staff members (AAOs/LSBs). FOs as members of CFAP (CFAs/CBOs&Coops) got data of economics of members while CFAP made a combination for dissemination at CFAP level. Base on the results, the yield is higher in dry season compared to the rainy season, because it was flooded in rainy season which the farming plots, especially vegetable are more difficult to grow than dry season (heavy rain, pests and diseases). 17 FOs have installed the database on production and incomes/expenses of members.

CFAP produced database format form which is required to fill regularly by FO members. In turn, the members' organisations made an aggregation database first at their level. The aggregation for this time focuses mainly on vegetable production, all 17 FOs involved in this activity is under facilitation from AAOs and LSBs which allocated to all FOs. Other additional items might be considered to register in next version. Yet, all the items added/registered in the current format while the project focused mainly on vegetable production.

Figure 2:

- **Total members continued to grow vegetable (January-December 2013)**

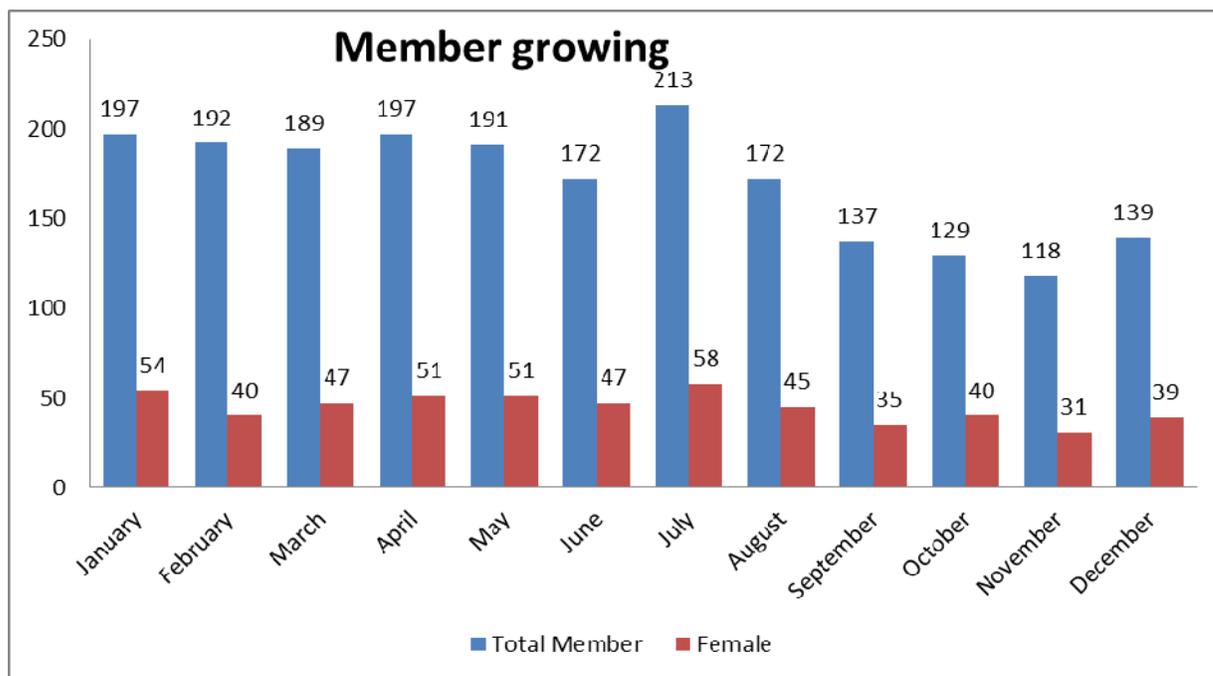


Figure 3:

- **Total yield in Kg (January-December 2013)**

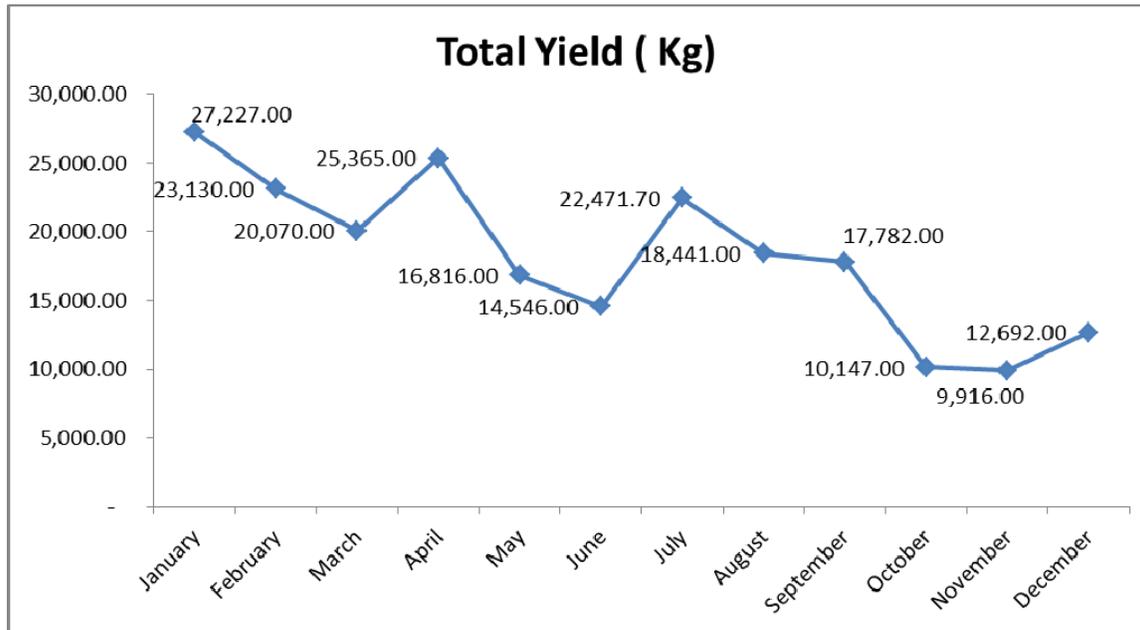
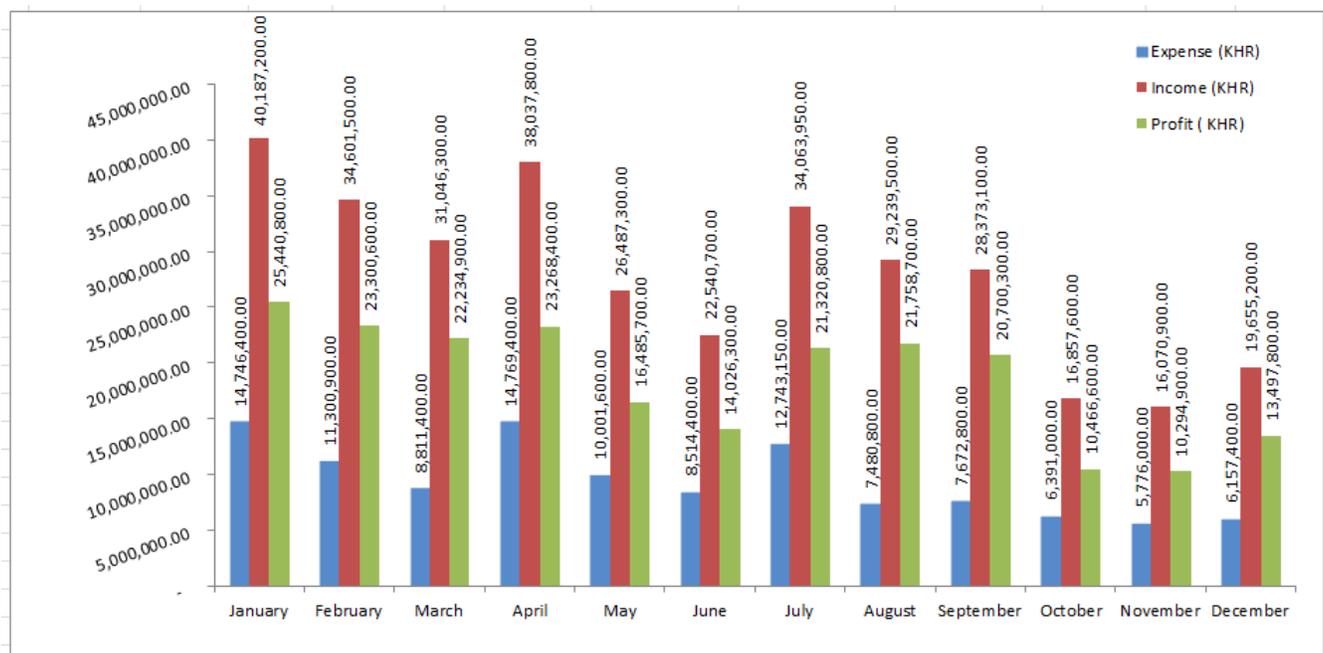


Figure 4:

- **Database Aggregation of Vegetable Production Net Income from all 17 FOs members (January-December 2013)**



1. Improved production of vegetables and rice

1.1. Strengthening of farmer groups

In reporting period, the organisation still maintain alongside with 306 groups amongst 940 producer groups in 4 provinces (Svay Rieng, Prey Veng, Kandal and Kampong Speu) with different types of group numbers i.e. 109 vegetable groups, 105 rice producer groups, 87 chicken rearing groups and 5 small bamboo handicraft enterprises. This project 250 groups have been strengthened through various activities of CFAP (see component 6, page 11 above) which focused mainly on cooperative work at group level.

1.2. Demonstration sites

50 vegetable and rice demonstration sites continued from last year (2012), due to problems of diseases, pests and soil condition, CFAP suggested them to grow in a rotation system and it worked out (33 sites for vegetable production and 17 sites for rice production). Addition of 35 demonstration sites will be extended to all household ponds in 2014 under the project on climate adaptive approach for food security.

1.3. Wind mill and Rovai pump

The 2 wind pumps and 10 Rovai pumps still used by farmer members; however some parts had broken and fixed accordingly by companies and farmers. The wind pump could cover 4ha of paddy rice field to produce paddy rice of 36 tons per year and it could save about US\$1200 per year for expenses on diesel for pumping machine and free from threats to the environment as well. Farmers in cooperate with the local authorities to maintain this product for long use within their community. CFAP and SNV will have further discussion to create a committee within each FO to take care all these things. (*Detail data base will be presented in an evaluation report*).

Project on climate change conducted in reporting period

- ✓ Discuss on climate changes and its impacts to small farmers with farmers, farmer leaders and local authorities at group levels, challenges/difficulties and solution were raised. Information was collected by CFAP staff members.
- ✓ Meeting at the FOs' offices to introduce about CAASF project to farmers and local authorities
- ✓ Selected farmers and target areas base on criteria
- ✓ Orientation the process of CAASF project activities (household ponds) to enable farmers to understand well about the project
- ✓ Activities as described in involved reports, and this report.

1.4. Household ponds

Farmers in the operational provinces of CFAP are small scale farmers, they rely exclusively on rainwater for agricultural production. The lack of irrigation system greatly restricts the quantity and diversity of vegetable/crops, rice and animals that farmers are able to produce. Using rainwater, farmers are limited to 1 crop of rice and vegetable per year. The area is particularly vulnerable to unpredictable weather conditions; extreme drought in the dry season and extreme flood in the wet season are endemic. Small scale farmers have difficulties adapting their farming practices to such environmental conditions and outward agricultural labour migration, particularly of young farmers because there is no or very limited knowledge and capital to invest on their own farm land in the villages, there is no specific horticultural programme at high school level in

Cambodia, lack of well preparation of rural infrastructure, sustainable economic initiatives etc. Moreover, non-agricultural jobs give them high income in a short term period. They normally come back to the village when there is no job in the city or when they are aging. Lack of irrigation in the dry season greatly restricts the quantity and diversity of crops that farmers are able to produce. As a result of this “unproductive” situation, farm incomes are low and farmers have practically no investment capacity. Agriculture is generally not mechanized and most farmers employ traditional cultivation techniques which rely largely on animal power and manual labour.

CFAP provided 18 household ponds in quarter iv, 2013 to 18 household members, 7 head households are women in Svay Rieng. The main purpose is to get them access to water source for vegetable, rice and animals production improvement in a year round, especially in dry season. The household ponds have selected with respect to CFAP’s membership registration at group level, the household ponds will be used as demondtration farm which is parts of CFAP’s development strategy. The details information regarding household ponds are as follow:

#	Name of FOs	Contract no: 13cam-6019-13at-4294 “Climate Adaptive Approach for Food Security” 2013		
		Name of Farmers received household ponds	Sex	specialize
1	KTB	Ung Salan	M	Ridge gourd and Cucumber
2	BS	Khen Kea	M	Leaf onion, Lettuce and cucumber
3	BS	Hout Dara	M	Ridge gourd and Cucumber
4	BS	Phrum Saream	M	Ridge gourd and Cucumber
5	BS	Kong Rany	F	Leaf onion, Lettuce and cucumber
6	FEDA	Koy Vanndeth	F	Ridge gourd and Cucumber
7	FEDA	Chak Borat	M	Ridge gourd and Cucumber
8	FEDA	Khiev Sophal	M	Ridge gourd and Cucumber
9	KCL	Neang Phan	F	Lettuce and cucumber
10	KCL	Reach Noeun	F	Ridge gourd and Cucumber
11	KCL	Phouk Khen	M	Ridge gourd and Cucumber
12	KCL	So Sreymom	F	Ridge gourd and Cucumber
13	CDA	Norng Boran	M	Pumpkin, winter melon and cucumber
14	CDA	Moun Vanna	M	Kang Kong, ridge gourd and lemon grass
15	CDA	Svay Samnang	M	Ridge gourd and cucumber
16	CH	Phouk Sokha	F	Ridge gourd and Cucumber
17	CH	Doung Sokhon	M	Ridge gourd and Cucumber
18	CH	Doung Saran	F	Leaf onion, papaya and cucumber

1.5. Leaflets/Posters

There were 7500 copies of leaflets had printed out under climate change project during reporting period (Pls see page 21 in table 5, #7 below) added to current remained leaflets. The leaflets give actual example for farmers on growing techniques, cropping calendar, crop treatment, soil treatment, crop rotation and use of pesticide and diseases prevention

Table 3:

3.1 Production planning as per household per year

3.1.1 Sale data (income and expense)

Average	<i>Production and sale data at household level (Measure: Kg, Currency: KHR)</i>							
	Baseline	Actual	Baseline	Actual	Baseline	Actual	Baseline	Actual
	Vegetable (specialised vegetable)		Rice		Poulties		Handicraft	
Production per crop or breed (ha/hh/year)	10,600	11,650	3757	4130	40.5	91	1374	2820
Sales volume for crop or breed/ha/hh/yr	9540	10,485	2629.9	2891	36.45	81.9	1333	2735
Income from sales per volume unit per hh/year	11,448,000	15,727,500	2,761,395	3,035,550	437,400	982,800	2,665,560	5,470,800
Grand Total								

3.1.2 Sale data (income and expense) at group level

Average	<i>Production and sale data at group level (Measure: Kg, Currency: KHR)</i>							
	Baseline	Actual	Baseline	Actual	Baseline	Actual	Baseline	Planned
	Vegetable (Minimum 5hh/group, 1000m ² /hh) in ave. (Specialised vegetable)		Rice (Minimum 5hh/group, 5000m ² /hh) in ave.		Poulties (Minimum 5hh/group) in ave.		Handicraft (Minimum 5hh/group) in ave.	
Production per 2 crops/product or breeds/ ha/group/year	10600	11650	18785	20650	202.5	455	6870	14100
Sales volume for crop/breed (ha/group/year)	9540	10,485	13149.5	14455	182.25	409.5	6664	13677
Income from sales per volume unit per group/year	11,448,000	15,727,500	13,806,975	15,177,750	2,187,000	4,914,000	13,327,800	27,354,000
Grand Total								

3.1.3 Sale data (income and expense) at collection point level

Average	<i>Production and sale data at collection point level (Measure: Kg, Currency: KHR)</i>			
	Baseline	Planned end 2013	End 2013	Remarks
Vegetable				
Production per 2crops/ha/site/year	61480	67628	N/A	Data will be available at end project report
Sales volume for 2crops/ha/site/year	55332	60865.2	N/A	
Income from sales per volume unit per site/year	66,398,400	73,038,240	N/A	
Rice				
Production per crop/ha/site/year	90168	99185	N/A	
Sales volume for crop/ha/site/year	81151.2	69429.5	N/A	
Income from sales per volume unit per group/year	85,208,760	72,900,975	N/A	
Poulties				
Production per breed/ha/site/year	891	980.1	N/A	
Sales volume for breed/ha/site/year	801.9	882.09	N/A	
Income from sales per volume unit per site/year	9,622,800	10,585,080	N/A	
Handicraft				
Production per site/year	6870	7557	N/A	
Sales volume for site/year	6664	7330.29	N/A	
Income from sales per volume unit per site/year	13,327,800	14,660,580	N/A	

Advisory support/Technical trainings

During the reporting period, amongst 306 group members, only 298 groups were visited and given advisory supports while the rest of 8 groups will be done in 2014. In order to ensure that CFAP's human resource (staff) is qualitative and professional to extend knowledge to FO members effectively, therefore the capacity building for staff on new knowledge/skill is very important and necessarily needed. This will enable CFAP staff to give advisory support, trainings and facilitation to farmers and colleagues at farmers' organisations as members of CFAP qualitatively, FO members are required to do the same way, later they can give direct services to group members by themselves with less depending on CFAP. CFAP is working in collaboration with the LCBs. 250 groups have re-organised group members with respect to CFAP's new criteria on membership registration in 2013. **The Activities done by staff in collaboration with local staff members/committee members at FOs with advises and facilitation from a managing director of CFAP.**

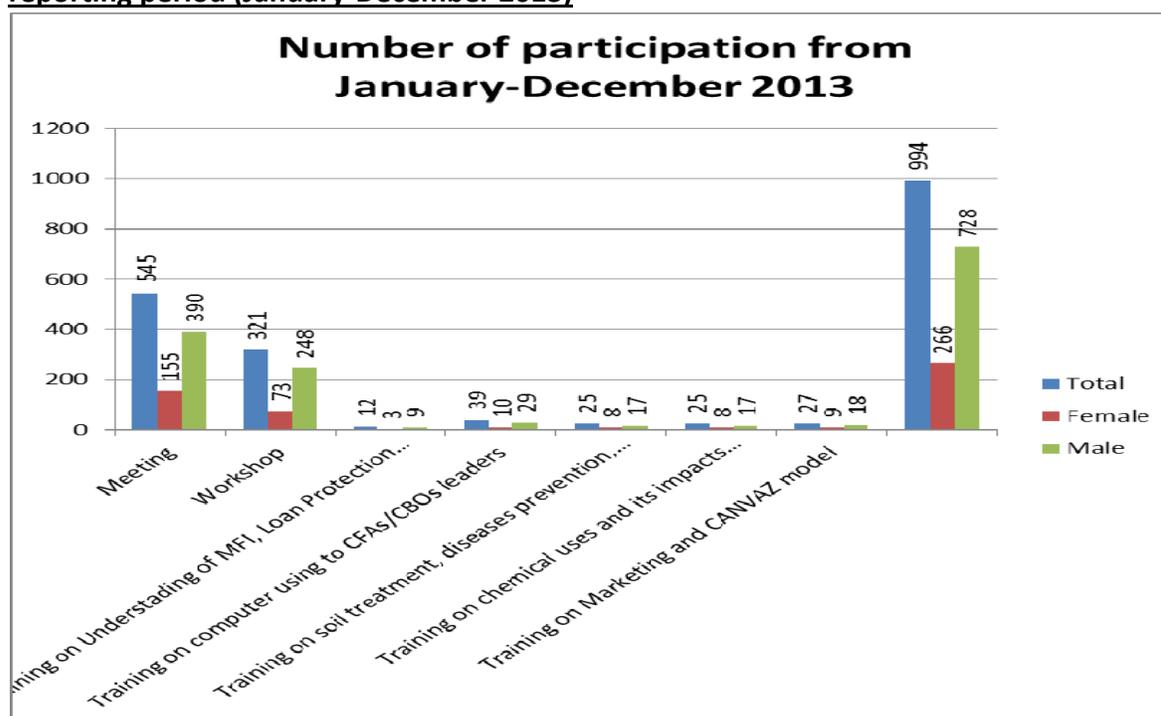
Trainings made in reporting period as follow:

1. Training on understanding of MFI/Loan Protection and Credit Risk Management
2. Training on computer using (Ms. Word, Excel and Internet) to all 17 CFAs/CBOs and Cooperatives in four provinces

3. Technical training on soil treatment, diseases prevention, crop protection and use of cropping calendar in a rotation system to AAOs/LSBs allocated to all 17 CFAs/CBOs and Cooperatives in four provinces
4. Technical training on chemical uses and its impacts (fertilizer, pesticide) to AAOs/LSBs allocated to all 17 CFAs/CBOs and Cooperatives in four provinces
5. Training on marketing, selling and CANVAS model to AAOs/LSBs allocated to all 17 CFAs/CBOs and Cooperatives in four provinces

Figure 5:

- **Data base of farmer members participated in various activities/trainings of CFAP during reporting period (January-December 2013)**



Production plans

The production plan format was reviewed and further developed base on current market chains, challenges and the behavior of rural people. The working documents have approved, and we planned to conduct trainings of how to use the documents to committee members and LSBs (as extension workers) allocated to FOs in coming period (January-December 2014). Due knowledge in economic initiatives of rural farmers in risk prevention is very limited or zero, so we need to find and develop simple methods to train them. The production plan is however ones of the prioritised activities of CFAP to strengthen and upscale within the members organisations. It is actually required to update once per year, however CFAs/CBOs&Coops and producers' groups themselves could adjust accordingly base on actual needs to ensure that their planning is responsive to current market trench.

Input supply contracts

Up to date, there is no official contract made between CFAP with any other inputs suppliers to provide the whole sale of agri-inputs to CFAP; however an intermediary role is made to link up between FO members (collection sites) with inputs suppliers and traders. So far, there were several companies/

inputs suppliers were visited and discussed, yet foreign companies in other countries available. IDE had continued to sell inputs (sale of vegetable seeds, agricultural lame, plastic mulch, fertilizer and some other agri-inputs) to CFAP both in credit and in cash, even without an official written contract till mid2013. So far, some inputs suppliers (fertilizer companies) contacted CFAP for their partner, but there is no official contract made as well. Now one tenetatively Local Organic Fertilizer Company has supplied their products for CFAP members (CFA-Kampong Chamlang, CFA-Svay Tayean, FEDA and SACKS), this one was also in a list of previous study of CFAP and they can sell in credit for CFAP members.

Saving groups

There is no new training on saving principles (use of a revolving fund) at FOs level in reporting period, but there were many missions made to monitor and advise to all 17 FOs as members in the four provinces (Svay Rieng, Prey Veng, Kandal and Kampong Speu) on credit/loan management and operation. Saving members gained from 550HHs, which 229 female in 2012 to 780 HHs saving members (42%) which 407 female (52%) from 151 groups (January-December 2013). Due poor living conditions of rural farmers’ members, the saving members are only 780 HHs, and 957HHs which 446 female got access to loan, CFAP still has a very limited principal to extend loan services to farmer members.

The credit portfolio has reviewed and developed the saving principles and working documents additionally to existing documents to ensure that the risks have been prevented. Moreover, this would help strengthening the capacity of member organizations to manage their responsible tasks effectively in term of credit/loan services to members. This would help improving their daily work operation as well in places. Only 14 out of the 17 FO members in reporting period got access to loan from CFAP while the rest of others would require getting ready in term of proper technical requirements. Even though, the startup capital of members is too small and not enough to serve the real demands of members’ requirements, but it could express their willingness and understanding of the added value in a membership based style which all members are obligated to support their own organisation and the organisation is belong to their own.

Loan/credit analysis; see figure(s) below:

Figure 6:

- **Saving members’ analysis (End 2013)**

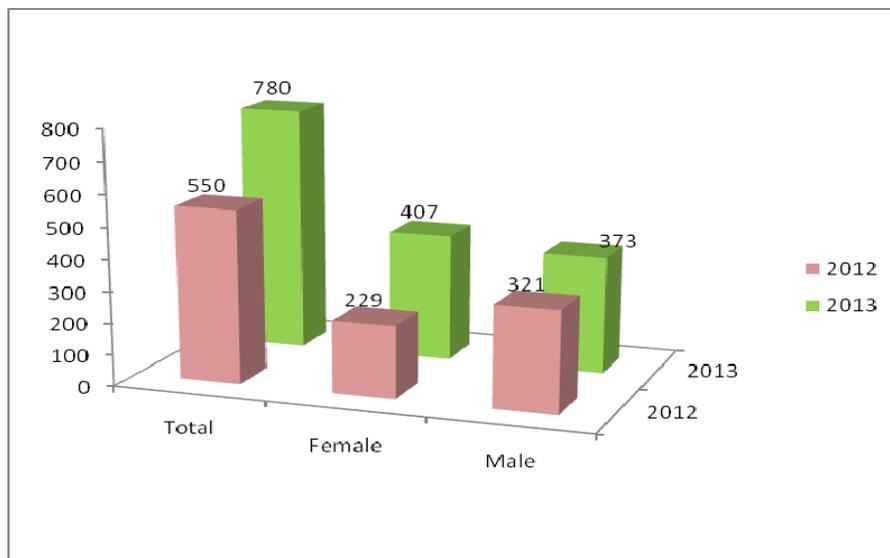


Figure 7:

▪ **Credit/loan analysis (End 2013)**

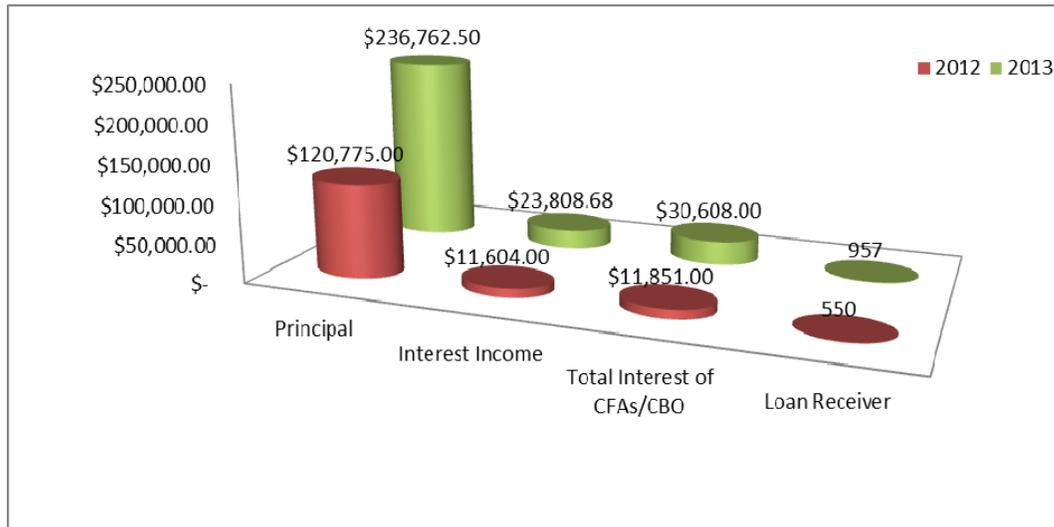
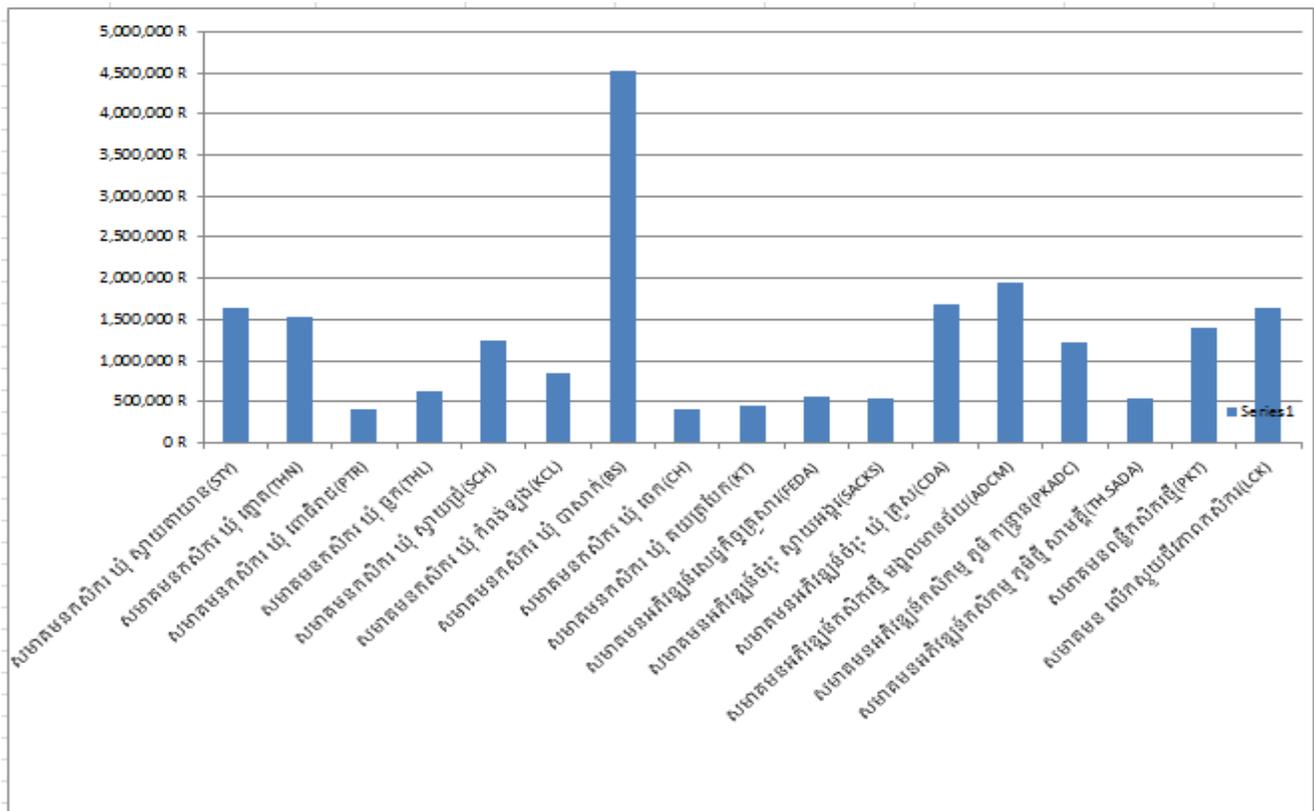


Figure 8:

▪ **Saving amount at FOs level (End 2013)**



(See detail report in other annexes and appendixes)

Extension booklets

Various documents were prepared and printed out for delivering to producer group members as follow:

Table 5:

#	Types of documents	Planned amount (copies)	Printed amount (copies)	Distribution to group members (copies)					Total	Remained
				1 st	2 nd	3 rd	4 th	5 th		
1.	Income and expense recording book	10000	10000	1400	1900	.00	2768	1700	7768	2232
2.	Saving principals	3500	3500	.00	.00	.00	2768	0	2768	732
3.	Technical vegetable growing book	5000	10000	.00	1700	.00	955	1700	4355	5645
4.	Technical rice growing book	10000	5000	.00	.00	1000	932	1700	3632	1368
5.	Production plans	.00	1000	.00	696	.00	.00	-	696	304
6.	Poster	.00	10000	3000	2000	200	.00	-	5200	4800
7.	Leaflets	.00	9500	.00	.00	.00	950	-	950	8550
8.	Saving principles (new version)	.00	50	.00	.00	.00	.00	.00	-	-
Total		28,500	49,000	4400	6296	1200	8373	5100	24419	23631

Note: all remained documents are expected to distribute to producer group members by 2014, the 6th phase of distribution (next distribution) continues in January-December 2014 (updated figures will be presented in next reporting period).

2. Improved market access

Collection points

Amongst the 15 collection points established (Mid 2011-2012), only 5 places are active in selling of agri-inputs (seeds, fertilizer, pesticide and agri-lime) to farmer members while the rest of others are very new and depend much on CFAP. Based on lessons learned, CFAP is necessary to review and develop more working strategies to solve the problems of FOs as members by further development the critical production plans, investment plans and marketing planning in format(s). CFAP has planned to provide FOs as members with specific trainings on how to use/update and self-development of all these relevant format forms with some facilities, especially the five collection points to ensure that they can continue their business for long run; this is expected to be done in 2014 and coaching from CFAP's AGRI-Business unit. We also observed that during a reporting period, there was a small price increasing of agri-inputs while the sale amount was less compared to same period of last year because there is too much rain earlier rainy season of this year, most vegetable farms have been flooded, most farmers can only grow on small plots around their houses, hopefully the figures will increase in late rainy season and in dry season in 2014.

Members can buy inputs both in credit and cash from the collection points. More members now like buying inputs from the collection points and the price is suitable for them in term of economic thought, i.e. it is closer to their houses compared to far away district/provincial markets, thus they decided not to travel to distance markets, Eventhough quality is the first thing to consider highly to sustain the clients. The collection points sell some agri-tools as required by small farmers/members (see table below of an example for one collection site in average) and the location normally situate at the house of the committee members, most FOs do not have their own office yet.

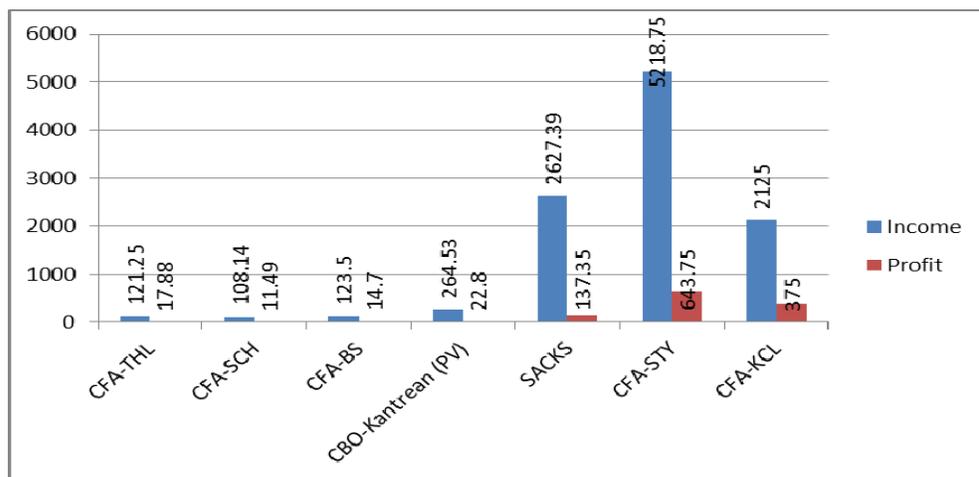
Please see table below for detail information of agri-inputs sale:

Table 6:

#	Items	Unit	Purchased price/Unit	Sold price/Unit	Total sale/collection site (in average)		
					Amount	Net profit	Profit
1	Cucumber seed (Code#123)	Package	\$2.38	\$2.60	20	\$52.00	\$4.40
2	EggPlant seed (Code#5g)	Package	\$1.58	\$1.88	0	\$0.00	\$0.00
3	Cucumber seed (Code#331)	Package	\$2.10	\$2.35	3	\$7.05	\$0.75
4	Ridgegourd seed (Code#20g)	Package	\$0.74	\$1.00	10	\$10.00	\$2.60
5	Bittergourd seed (Code#...)	Package	\$2.69	\$3.00	0	\$0.00	\$0.00
6	Stringbean seed (Code#50g TN301)	Package	\$0.95	\$1.13	10	\$11.30	\$1.80
7	Winter melon seed (Code#20g)	Package	\$0.79	\$1.00	1	\$1.00	\$0.21
8	Kangkong seed (Code#1kg)	Package	\$4.35	\$4.50	4	\$18.00	\$0.60
9	Spiny plant seed (cinnamon) (Code#50g)	Package	\$0.49	\$0.75	0	\$0.00	\$0.00
10	Lettuce seed	Package	\$0.90	\$1.25	0	\$0.00	\$0.00
11	Plastic mulch (400m/role)	Metre	\$0.07	\$0.09	600	\$52.80	\$10.80
12	Agri-lame (30Kg/bag)	Kg	\$0.28	\$0.30	5.5	\$1.65	\$0.11
13	Fertilizer (Phillipine)	Bag	\$29.00	\$30.00	0	\$0.00	\$0.00
14	Fertilizer (four colors)	Bag	\$31.00	\$32.50	0	\$0.00	\$0.00
15	Fertilizer FDP (20Kg/bag)	Kg	\$0.96	\$1.00	19	\$19.00	\$0.76
16	Oxym (bacteria protection)	Package	\$0.58	\$0.70	0	\$0.00	\$0.00

17	Oxym (flour) (bacteria protection)	Package	\$9.19	\$9.50	0	\$0.00	\$0.00
18	Sedtey (chemical)	Package	\$3.00	\$3.50	\$0.00	\$0.00	\$0.00
19	Privanthorn (chemical)	Package	\$1.30	\$1.50	\$5.00	\$7.50	\$1.00
20	Dum-seeder	Set	\$47.00	\$50.00	\$0.00	\$0.00	\$0.00
Total						\$180.30	\$23.03

▪ **Total income and profit analysis of all 7 active collection points (Jan-Dec 2013)**



Trade contracts

Additionally to the study of 40 target markets (restaurants, shops and entertainment places) in Svay Rieng and Bavet conducted in 2012 and following up in 2013, together CFAP and AgriPoolers also made further visits to several local markets and entertainment places in Bavet where there are about 30,000 workers work for the factories, entertainment and hotels which thousands of Kgs of vegetable are needed everyday.

Based on the results of the visits, most farmers sell their produces at the local market(s). The teamwork tried to explore the possibilities to deliver products to new customers. They visited a brand-new and very luxurious shopping center (setup 10 months ago, not fully operational yet) in Bavet, near the border with Vietnam. After that they visited one of the nearby casinos: the Titan King Casino. They talked to Mr. Uon Sok Samoeun, director of HR/Admin. Most of the vegetables and fruits are imported from Vietnam. The price in Vietnam is lower and the quality is better. Our teamworkers explained that they want to explore the possibility for CFAP to supply vegetables to the casino. Samoeun is prepared to investigate the possibilities of this, but he needs a written request with the type of vegetables that can be supplied, the prices, and documents that show the good quality. He mentioned that he could use 20 to 30 kg per day, but we think this might be an indication that the casino is less interested than we presume or spoken mistake, as the estimated demand would rather be at least 1,000 kg to 1,500kg of produce a day. It's also important for the Titan King Casino that the farmers profit if the casino buys products from CFAP.

CFAP has further reviewed and developed the business and marketing plans called *Effective Farmers' Market Initiatives* (EFMI), now is under review prior to implementation (2014-2016) in a pilot activity, however it is risky if there is no grant support alongside on this project while the organisation is trying to use a full loan to run the programme. This aims to combine the local producers of CFAP's members from collection points for supplying to the planned target markets/clients at provincial level and national level in Phnom Penh; it could solve problems of farmers when there is no regular market(s) for them. Main of points of like value chain and planning marketing mix also shared to AgriPoolers during the workshop.

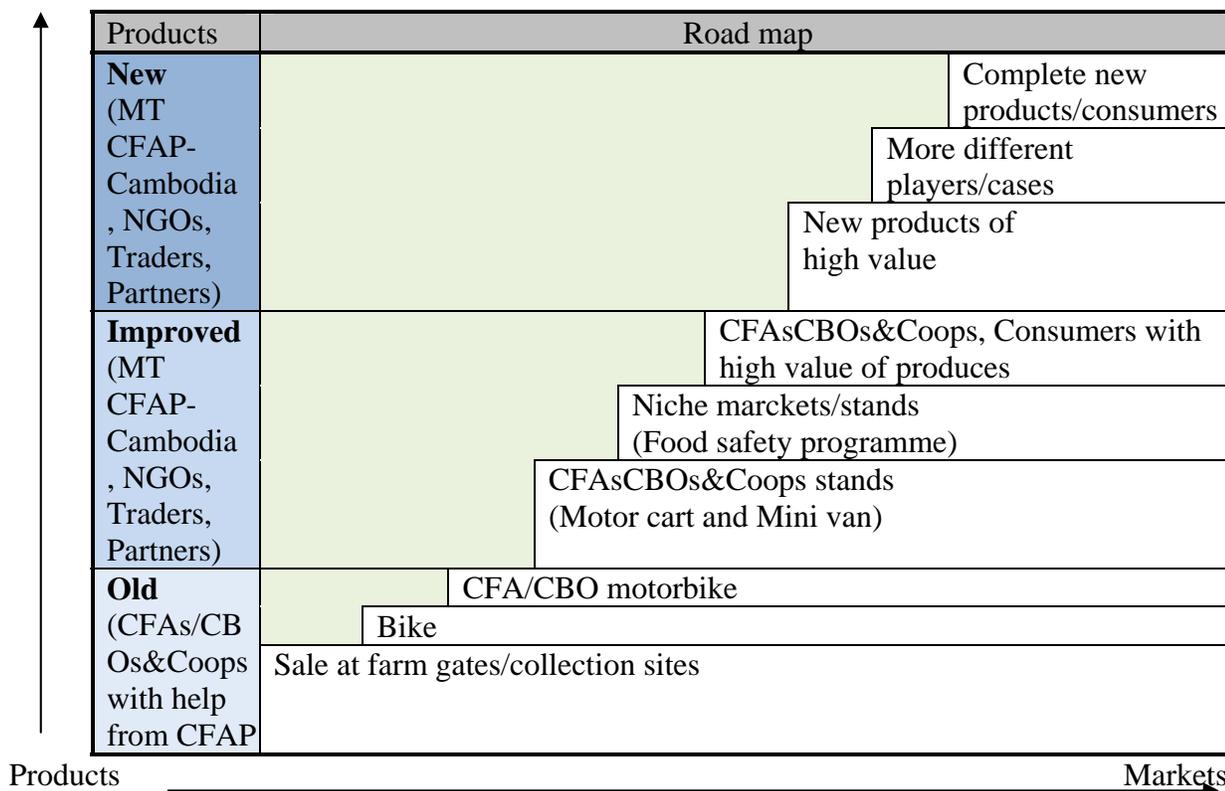
Note: Please see below table for sale decision making and marketing road map below:

▪ **Sale decision making option(s)**

	<u>Farmer 1</u> Bring myself to market	<u>Farmer 2</u> Trader come collect at my house	<u>Farmer 3</u> Give to farmer 1 to take to local market and to farmer 2 for collector
Produce	5 kg/day	50kg/day	55kg/day
Price	1us\$/kg	0.5us\$/kg	5kg @ 1us\$/kg 50kg @ 0.5us\$/kg
Income	5 US\$	25 US\$	30 US\$
Cost (prod) 0.25us\$/kg	1.25 us\$	12.5us\$	13.75us\$
Time	3 hrs / day	0.5hr/day	1hr/day
Transport	1us\$/day	0	0.25US\$/day
Profit	0.75us\$/day	12.5us\$/day	16us\$/day

(Example of option given in collaboration between CFAP and SNV only)

▪ **Marketing road map**



3. Organisational capacity building

Human resource is something that CFAP aims to achieve at both CFAP and members’ organisations (CFAs/CBOs&Coops) by using the critical strategy i.e. first stage by building the capacity and trainings of CFAP staff at central office, second stage CFAP staff in collaboration with external experts/LCBs provide extension trainings to committee members/staff at members’ organisations level following by coaching from LCBs alongside for new knowledge/skills and third stage committee members/staff of members’ organisations extend trainings or giving advisory support directly to farmers members/producer groups at grass-root level. It is the fact that the capacity of group leaders must be qualified because they work directly with group members. There were several technical training courses delivered to CFAP staff both at central office and allocated staff to members’ organisations in reporting period as follow:-

3.1. Understand of Microfinance, Loan Protection and Credit Risk Management

▪ **Course Outline:**

- Understanding of Microfinance in Cambodia, Products and Services
- Understanding of Role and Responsible of CO
- Skill on product orientation and Customer relations,
- Concrete loan appraisal and loan recovery technique,
- Knowing Your Clients (KYC),
- Better loan decision making,
- Minimize low risk on repay,
- Learn practical skill and knowledge from experienced trainer.

3.2. Training on computer using (Ms. Word, Excel and Internet) to all 17 CFAs/CBOs and Cooperatives in four provinces.

▪ **Course Outline:**

- Typing
- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Internet

The specific computer training course delivered to farmer leaders (chair persons) and staff members (secretary/accountant) of farmers' organisations who are active to perform duty within the organisations following by actual practice with given documents relevant to their daily work performance at FOs level. There were 39 participants, 10 female.

3.3. Technical training on soil treatment, diseases prevention, crop protection and use of cropping calendar in a rotation system to AAOs/LSBs at member organisations (provided by external consultant in collaboration with CFAP).

▪ **Course Outline:**

Day 1: Soil Treatment

- Basic Soil Problems and Prevention
- Methods of Soil Treatment
- Liming Acid Soil

Day 2: Disease Prevention

- Basic Crop Diseases
- Methods of Disease Prevention
- Pests (Weeds, Insects and Diseases)
- IPM (Practice)

Day 3: Use of Cropping Calendar

- Crop Life Cycle
- Calculation and Use of Cropping Calendar

3.4. Technical training on chemical uses and its impacts (fertilizer, pesticide) to AAOs/LSBs at member organisations (provide by experts/inputs suppliers in collaboration with CFAP) (22ps)

▪ **Course Outline:**

Training 2: Chemical Use and Its impacts

- Advantage and Disadvantage of Fertilizer
- Technical Using Fertilizer
- Pesticide Introduction
- Advantage and Disadvantage of Pesticide
- Technical Using pesticide
- (Predatory bugs for your garden)

Training 3: Farming Cost Calculation

- Material Needs and Quote
- Estimated Cost Decision Making
- Cost Calculation
- Risk Management

Field Practice: Practice in Actual Field

- Practice and Feedback
- Wrap up and conclusion

3.5. Training on marketing, selling and CANVAS model to AAOs/LSBs at member organisations (provided by LCBs in collaboration with CFAP) (22ps)

▪ **Course Outline:**

Training 1: Marketing (related to agri-inputs and agri-products market)

- What is marketing?
- Market and environment analysis (SWOT analysis)
- Marketing planning/strategy
- Marketing Mix
- Marketing controlling

Training 2: Sale and Purchase (related to agri-inputs and agri-products market)

- Selling and distribution
- Effective selling skill
- Group discussion
- Reflection

Training 3: CANVAS business model

- What is CANVAS business model
- CANVAS business model of CFAP
- CANVAS business model CFA/CBO
- Group discussion

3.6. Study visit of farmer leaders (collection points and group leaders) to other successful demonstration farms of other organisations/cooperatives or successful groups.

The aim of this study visit is to strengthen the capacity of AAOs, LSBs and farmer leaders to become specialized in vegetable growing. During the visit, the participants have opportunity to exchange of their experiences and ideas in terms of techniques, harvests, crop protection, transportation, marketing and sale. The participants will use received knowledge and information to improve and develop another new version of technical protocols that could reflect to the current needs of producers while farmer leaders will apply new received knowledge of what they have learned from the study visits to improve their production and willing to share experiences to group members and villagers. FEDA and CFA-CHEK in Svay Rieng hosted a study visit. Mrs. Chhum Savat, a farmer own 2.45ha, she said her family use 0.85ha for vegetable growing, she grows several crops like cucumber, ridge gourd, eggplant and long bean in different parts of her farm. She sells about 45Kg of produces per day, she follows new technical protocols learned from CFAP.

Mr. Khoem Sokha another farmer from FEDA, also shared knowledge on vegetable growing, Mr. Sokha grows cucumber and ridge gourd on 0.30 ha, his family could produce about 26Kg per day for sale on market. He does not grow vegetable alone, his wife and children also help. Sokha has a total land size of 1.50ha, parts of his farm land is used to grow rice as well. There were 40 participants, 15 female participated in the study visit.

3.7. Documentation and technology development for members' organisations

Due to limited access and difficulties of members' organisations in documentation and technology, and their earlier request to CFAP, the organisation had developed most used and required documents and made it ready in a laptop computer for all 17 FOs as members to enable them getting access to on time needs. The equipped documents are as follow:

- 3.7.1. B1-Monthly Working Schedule (CFAP&CFA-CBO)
- 3.7.2. B3-Monthly report format form_STH2011 (CFAP&CFA-CBO)
- 3.7.3. B4-Monthly and annual format reporting form (CFAP&CFA-CBO)
- 3.7.4. B5-List of producing groups (CFAP&CFA-CBO)(Unicode)
- 3.7.5. B6-Present List (CFAP&CFA-CBO)
- 3.7.6. Financial report for CFA&CBO or Coops
- 3.7.7. Saving principles
- 3.7.8. List of credit management form (Journal)
- 3.7.9. Other related documents in AGRI-Credit system, processing and management

Cooperation with Rabobank foundation

The Rabobank Foundation (RF) came into cooperation with CFAP in 2011 following by several visits to CFAP the cooperation aims to provide loan to farmers' organisations/cooperatives for improvement of various farming activities at producer farmers level such as vegetable production improvement, rice production improvement, animals/poulties production improvement and bamboo production improvement (handicraft), marketing improvement and organizational strengthening that could enable farmers to continue and produce their products for a year round in interaction with specific technical trainings provided by CFAP. The Rabobank foundation provided the first loan of US\$100,000 no interest had to be paid (2011-2013) alongside with small grants support to ensure that CFAP is able to give loan service to members' organisations. CFAP has given loan to 14 members' organisations amongst the 17 FOs members in 4 provinces while the grant is used for credit system improvement, documentation, technology for members' organisations and advisory support of CFAP staff members to strengthen FOs as members.

The repayment is made base on a cycle and length of production for example three months period for vegetable and rice production, six months period for animals/poulties production and other long term investments based on actual period of productions. Normally, the repayment of FOs to CFAP make once every 6-12 month. Rabobank Foundation has agreed to provide CFAP with a new loan for the coming three years (2013-2015) with total amount of USD 200,000 with an interest rate of 2% per annum with the purpose to on-lend to CFAP members' organisations. Based on the financial figures available and the business planning for the next 5 years, Rabobank Foundation has given a positive advice to support CFAP with double the amount of the previous loan. The conditions of this loan deviate somewhat from the first loan and needed to further discussion to give better space for CFAP to develop internal policy and working procedures, especially loan portfolio to members' organisations properly prior to any deviation like the term and conditions of repayment. A small interest percentage is charged. Of course, repayment of the loan in semi-annual tranches is required to guide CFAP in their route towards self-sustainability. With the additional loan, Rabobank Foundation wants to give CFAP a

chance to grow and establish a reputed base to become self-sustainable and provide high quality service to their member organizations. (See detail on page 19-20 above)

4. Executive Committee Meeting

The Executive Committee Meeting is one of the main meetings of CFAP which mentioned under SECTION 6 in CFAP's statute. The Committees composed of chairperson, 3 vice chairperson, members of the board are also members of this committee. The managing director of CFAP is a coordinator to the meeting of the committee. The Executive Committee meets once every six months regularly i.e in **March** and **September** of the year which required 2/3 voice of decision making made by the committee members. The main power of the committee is summarized as follows:

- ✦ To review the policy adaptation, internal financial review, discussion of new challenges faced by farmers and FOs as members, new membership discussion, and review future work of the organization.
- ✦ Review the policies, financial report and activities of CFAP with CFAP specialized staff members.
- ✦ Give advice to executive committee members and the management team to develop the activities of CFAP-Cambodia.
- ✦ Other business involved,

There were two Executive Committee Meetings held during a reporting period, the meetings as follows:

4.1. CFAP 9th Executive Committee Meeting

The 9th Executive Committee Meeting held on 22nd March 2013, at CFAP central office in Svay Rieng. There were 17 participants, 5 women from 12 farmers' organizations as members of CFAP, (List of participants separated in page below).

Results of the meetings as follows:

a) Reports of CFAP's activities:

a.1). General brief report of CFAP with all FOs as members

a.2). Capacity building

- ❖ Business development and investment planning trainings provided to all FO members,
- ❖ Leadership,
- ❖ Business management
- ❖ M&E,

b) Report on AGRI-Credit and use of a revolving fund:

b.1). Use of a revolving fund, savings and AGRI-Credit programme of CFAP with FOs as members

b.2). AGRI-Credit and savings capital analysis

c) Applying for a membership of the world farmers' organisation (WFO)

c.1). Discussion points

- ❖ Review of WFO membership application,
- ❖ Review of the declaration accepting of WFO statute,
- ❖ Review of the membership payment fee to WFO as delivered by WFO to CFAP,

After discussion, the board members have approved the membership application unanimously of CFAP to the WFO; this will extend opportunity of the organisation to broaden its network with other farmers' organisations at the global level that could share common interests, challenges and solution for farmers' families.

d) Membership subscription fee at CFAP

d.1). Discussion points

- ❖ Review of board approval during the 2nd General Assembly of CFAP,
- ❖ Review of the membership payment fee of members' organisations to CFAP and identification of next payment by 30 May 2013,

e) Planning of next Executive Committee Meeting

e.1). Next Executive Committee Meeting

- ❖ The Executive committee members adopted the date for next meeting (10th Exec.Com) on 30th September 2013,
- ❖ Place is planning to be organised at CFAP's meeting room,

4.2. CFAP 10th Executive Committee Meeting in conjunction with CFAP's End Workshop project no. 10cam-5611-11at3061.

The 10th Executive Committee Meetings in conjunction with End Workshop project no. 10cam-5611-11at3061 held on 30th September 2013 at Cambodian Red Cross in Svay Rieng. There were farmer leaders from 17 FOs as members, 11 communes/Sangkat chief from 11 communes/Sangkat, farmer group leaders, stakeholders and partners participated in the meeting. There were 92 participants, 28 females.

Results of the meetings as follow:

a) Reports of End Workshop (Mid 2011-2012):

- a.). Brief remarks and reports of CFAP's activities with all FOs as members by Mr. Sok Sotha, a managing director of CFAP*
- b.). Presentation on financial report (2011-2012) to all FOs as members and participants by Hem Sovannaleak, finance and administration officer*
- c.). Presentation on the achieved results of savings and use of a revolving fund (AGRI-Credit) to FOs as members of CFAP 2011-2012 by Pich Chhordaphea, savings and Agri-credit officer (team leader)*
- d.). Presentation on the achieved results of advisory supports and trainings to FOs as members of CFAP 2011-2012 by Yap Thoeurn, Agriculture and advisory officer (team leader)*
- e.). Presentation on the achieved results of marketing planning, business planning, study/research, dissemination and trainings to FOs as members of CFAP 2011-2012 by Morn Vanlyda, AGRI-Business officer (team leader)*
- f.). Presentation on the achieved results of CFAP's strategic Plan 2009-2013 to all FOs as members of CFAP by Sok Sotha, a managing director of CFAP,*
- g.). Presentation on the achieved results of CFAP's strategic Plan 2009-2013 to all FOs as members of CFAP by Sok Sotha, a managing director of CFAP,*

b) Reports of CFAP 10th Executive Committee Meeting:

a.). Brief remarks and reports of CFAP's activities with all FOs as members for the first semester of 2013 by Sok Sotha, a managing director of CFAP

b.). Financial report January-June 2013, and a membership subscription fee of FOs to CFAP following reference from the second General Assembly which approved by the board which farmers' organisations as members of CFAP are obligated to pay an annual membership fee on time, by Hem Sovannaleak, finance and administration officer of CFAP,

c.). Reviewed a new application for a member of CFAP in 2013. As a result the committee had approved a new membership of Phum Yeung Agricultural Development Community (PYADC) from Prey Veng as a new member, but the organization is required to prepare additional documents as required.

In conclusion, the 10th Executive Committee Meeting in conjunction with End Workshop (2011-2012) was in a good collaboration and achievement for CFAP and FOs as members. Member organisations appreciated to CFAP's activities, the chairman Mr. Chhuon Sarin, he thanked to all FO leaders for their efforts and collaboration to achieved good results during the project implementation, he asked for further collaboration in the future to assure that the FOs in Cambodia will step forward self-financing in the future. He remarked that to achieve this ambitious goal, farmer leaders must be aware the added value of FOs as a membership base organisation which we required to build our capacity through trainings, study visits, organizational strengthening and business development.

v. ADDITIONAL ACTIVITIES BY CFAP NOT RELATED TO THE PROJECT

IFAD

Mission to visit all PADEE target project areas (Svay Rieng, Prey Veng, Kandal, Takeo and Kampot) of IFAD January 2013 (*available on CFAP website: www.cfap-cambodia.org*).

WFO

3rd World Farmers' Organisation 15-18 April 2013 (*available on CFAP website: www.cfap-cambodia.org*).

WMO/WFO

Joint workshop on climate service for farmers 14 April 2013 (*available on CFAP website: www.cfap-cambodia.org*).

FAO of the United Nations and World Farmers' Organisation

Committee on World Food Security (CFS) week and WFO side events 7-11 October 2013 (*available on CFAP website: www.cfap-cambodia.org*).

Mekong Institute

Regional workshop cum structured learning visit (SLV) on successful contract farming practice 28 October to 2 November 2013 (*available on CFAP website: www.cfap-cambodia.org*).

MTCP2 Launch and Start up Workshop

The Medium Term Cooperation Programme, Phase ii Launch and Start up workshop 23-24 November 2013 (*available on CFAP website: www.cfap-cambodia.org*).

European Commission

International Conference on Family Farming "A dialogue toward more sustainable and resilient farming in Europe and the world" 29 November 2013 (*available on CFAP website: www.cfap-cambodia.org*).

GIZ

Stakeholder meeting for agriculture festival "general comments and recommendation for the competition subject, what could support exchange of knowledge, how could your organisation contribute to the event, 21 November 2013 (*available on CFAP website: www.cfap-cambodia.org*).

There were many other involved meetings/workshops at the national and international levels such as end fiscal year workshop of PDA in Svay Rieng, workshop on disaster mitigation organised by ActionAid, high level workshop on climate change adaptive approach joint organisation between CFAP and LTO Noord funded by Agriterro held on 28th January 2013 (**see in a separated report**).

vi. ACTIVITIES NOT UNDERTAKEN AS PLANNED

There were several activities not undertaken as planned due to time limited of CFAP to implement in reporting period, the budget is also limited to conduct some activities as well. The activities are as follow:

1. 3.1.5 Workshop to share knowledge on marketing, selling and CANVAS model to 250 group leaders, together re-organization of the group members into preferable producer groups to produce same/specialized crop for collective sale in the future (by LCBs)
2. 3.2.1 Workshop on cooperative models and experiences sharing of farmer leaders in cooperatives to other farmer leaders (training workshop participated by Coops from Prey Veng, Kampong Speu, Kampot, Siem Reap, Svay Rieng, stakeholders and government).
3. 3.2.3 Preparation of 1 central facilitation site (desk centre) to play as an intermediary role and facilitation to all regional collection sites (Communication: sale/purchase, order and transport) and vice versa as needed between target markets and collection points.
4. 3.2.4 Strengthen 5 regional collection points to prepare collective sale of produces, transport to target markets and purchase of inputs from inputs suppliers and vice versa. The rest of others will be downscaling next step by CFAP herself in collaboration with FO members.
5. 3.4.5 Annual workshop (CFAP, stakeholders, producer groups, traders/big buyers, local authorities in network)
6. 4.1.1 Business and financial management system development (Financial and loan management).

vii. FOLLOW UP TO PREVIOUS ADVISORY SERVICES

9-15 June 2013, there was a mission of the AgriPool to CFAP on reorientation of CFAP. The mission implemented by Mr. Tiny Aerts and Mr. Richard van der Maden of ZLTO (Dutch farmers' organisation of the North). The recommendations of the advisory are given below, and workplan for follow-up. The implemented follow up activities by CFAP and/or the member organizations will be presented in next reporting period:

- **Recommendation(during reorientation of CFAP):**

Follow up previous mission

During the Agriterra mission in 2012 a number of recommendations were made. During a workshop with the board and staff the AgriPoolers monitored the progress, and updated the recommendations after a discussion with the board and staff of CFAP. For each recommendation and advice and (revised) recommendation was made. These recommendations should be monitored. The result of the workshop see annex 4 of the mission report.

More focus on crop related skills and techniques

Lots of members have questions on growing their crop, how to use chemicals and how to clean the soil. The AAO's should focus more on new techniques on how to treat the soil, prevent viruses from destroying the crop and the use of crop rotation. Therefore they need training, **on three levels:**

1. **Growing techniques:** this can be done by experts from companies who provide pesticides and other products necessary to grow a crop.
2. **Communication to farmers:** not only in meetings, but also in writing (posters with advise on how to treat the crop, crop rotation schemes).

3. Capacity to train the trainer: AAO's must be able to give training to group leaders, who must be willing and able to train other farmers. In this way, the problem of too little capacity to reach all farmers is (partly) solved. It can be considered to give a small remuneration to these farmers, so that their work becomes less non-committal.

AAO's must reach a higher level of expertise on crop protection, preventing and fighting diseases and crop rotation. Not only based on long used techniques, but also with modern techniques.

The AAO's all work from the central office. This means that the regions close to Svay Rieng are visited more often than remote areas. To cover the whole working area, employees who advise the members on their farm, should live closer to the farmers they work for. An office is not needed, the employees can work from their own home and travel to Svay Rieng for (weekly) meetings at the head office. By means of this decentralized way of working, together with trained group leaders who transfer knowledge to group members, more farmers can be reached. Also groups of farmers should (together with the AAO's) compare results and techniques in small groups to reflect and benchmark.

Setting up local cooperatives

CFAP transformed from NGO to a farmers organization. The next step which is needed, is a transformation of the CFAP member organizations (CFA's/CBO's) to being cooperatives. These cooperatives can sell their products together and perform collective marketing activities. Before this can be done, a cooperative structure and financing should be set up. Since May 2013 there is a law on cooperatives in Cambodia. At this moment CFAP is preparing their member organisations (CFA/CBO) registration as a cooperative at the government. A cooperative is already active in Ba Phnom (province of Prey Veng). There was not enough time to learn all about this cooperative, but most probably this model can be used as an example for CFAP to use in other regions. We suggest the following structure: CFAP should act as facilitator for local cooperatives. Most activities take place on the level of the CFA's and CBO's, and CFAP acts as an umbrella organization which facilitates the local cooperatives. It is recommended to stimulate the CFA's and CBO's to collect all the produce of the members, and sell it in larger quantities from a central location in the region, to get a better position in the market.

Work plan for follow up

For CFAP

Focus on the two main issues, namely first of all increasing the knowledge of AAO's, group leaders and farmers in the field of growing techniques and crop protection. And secondly, make a start with selling produce together in a (local) cooperative. In the work plan below, some suggestions are made on the division of tasks between CFAP, the local CFA's / CBO's and the groups.

▪ Increase knowledge on growing techniques

CFAP	<ul style="list-style-type: none"> • Organize trainings for AAO's, i.e. by companies who supply input like pesticides and seed to farmers. • (AAO's) give training to group leaders who are willing and able to train other farmers. • Monitor if group leaders are able and willing to spread knowledge to member farmers and replace them if needed. • Develop posters and leaflets on growing techniques and crop rotation. • Find a way to analyze soil samples in a faster and cheaper way. • Collective purchase of inputs, organise input supply to collection points.
CFA/CBO	<ul style="list-style-type: none"> • Stimulate group leaders to spread their knowledge to farmers. • Setup demonstration gardens to test new methods and growing technologies, i.e. to clean the soil (i.e. irradiation). • Organise trainings at demonstration farms for groups. • Spread posters to demonstration farms. • Spread leaflets to farmer members. • Organise exchange visits within and between producer groups. • Aggregate benchmarking results of groups, and disseminate the results to groups, as a basis for learning: who does better and why? • Organise input supply at collection points
Groups	<ul style="list-style-type: none"> • Start producer groups of farmers with the same crop, to collective plan production • Start regular benchmarking; compare production and other crop related issues among farmers within the group as a basis for learning; who does better and why? • Participate in demonstration gardens to test new methods. • Participate in exchange visits within and between groups to share information and knowledge.

▪ **Collective marketing by setting up local cooperatives**

CFAP	<ul style="list-style-type: none"> • Register members' organisations as a cooperative at the government under the new cooperative law (already in progress). • Make preparations for a solid cooperative and legal structure and financing (using input from Agriterra). • Act as a facilitator towards local CFA's/CBO's and unburden them with regulations and administrative obligations. • Disseminate information on local groups' / local coop sales results to other groups and local coops.
CFA/CBO	<ul style="list-style-type: none"> • Invite board members of cooperatives which are already active in other regions or provinces (i.e. in Ba Phnom, province of Prey Veng) to learn from their model and experiences. • Develop a network of local traders and link them to farmer groups (and in later stage to local coop if higher volumes can be supplied). • Facilitate logistics for collective sales.
Groups	<ul style="list-style-type: none"> • Organize meetings to find out if farmers are willing to join forces and work together on selling and marketing in a cooperative. • Start trial collective sales at market places. • Make agreements within the group for collective sales at trial basis, including logistical arrangements. • Start trial collective sales to local businessmen (including logistical arrangements).

For Agriterra

All the effort and inputs of Agriterra into CFAP slowly but surely leads to results. If Agriterra would decide to stop supporting CFAP, this would lead to a stop to this development. So we recommend to continue supporting CFAP until they are less dependent of external finances. The current interest income on loans can be used to become more independent. Make sure that CFAP focusses on the above mentioned issues.

Agriterra should organize a new mission to make a start on assisting to set up local cooperatives (by CFA's / CBO's) who act local, but with CFAP as a facilitator. Do not start with all communities at the same time, but create pilot projects in a few active communities and learn from existing cooperatives like the one in Ba Phnom (province of Prey Veng). This new activity not only creates value and better prices for the farmers, but also gives the local CFA's / CBO's a source of income (provision) which makes them less dependent on external financial support.

The combination of an expert on growing techniques and crop protection (farmer) and an expert on marketing and organization structures appeared to be a good combination. Agriterra should take this into account for future missions and not send two experts with comparable backgrounds and expertise.

Try to arrange magnifying glasses on a next mission, so farmers can spot insects they cannot see with the bare eye. Maybe sponsored by a Dutch company to give as a present to new CFAP-members. Some of the AAO's already use magnifying glasses, but to the farmers this was new. AAO's must learn farmers how to use them.

For third parties

Companies who supply farmers with inputs like pesticides and seed, should provide trainings to AAO's. This is not only good for the farmers, so they know better how to apply fertilizer and pesticides, but also for the supplying companies, because better knowledge leads to higher turnover.

Mission of a new liaison officer of Agriterra:

The mission held from 23-27 November 2013 made by Mr. Carl Jansen to CFAP, the liaison officer of Agriterra. The programme of the mission is as follows:

23 November 2013

- Meeting with CFAP staff members/morning
 - *mutual introduction
 - *getting to know:
 - the extension system and methodology
 - the services of CFAP
 - the relations within CFAP and with the member organisations
 - the roles and capacities of different CFAP staff
 - the microfinance/ credit systems used, access to finance
 - *other partners and actors
 - *future plans for CFAP, orientation
- Afternoon: financial health check with relevant staff and 1-2 relevant board members

24-25 November 2013

- Meeting at CFA-THNOT on 24 November with total participants of 24 persons, 15 female.
- Meeting at CFA-SVAY TAYEAN on 24 November with total participants of 14 persons, 4 female.
- Meeting at FEDA on 25 November with total participants of 11 persons, 2 female.
- Meeting at SACKS on 25 November with total participants of 14 persons, 2 female

26 November 2013

On 26 November, there was a consultation meeting between a new liaison officer of Agriterra with CFAP board members and staff, 29 persons, 3 female.

During the consultation meeting, the following agendas were adopted by the participants:

- 0800-0830 Registration of the participants (All participants)
- 0830-0900 Introduction of the participants (self-introduction) (All participants)
- 0900-0915 Feedback on field visits (Mr. Carl Jansen)
- 0915-0930 Snack
- 0930-1000 Discussion (All participants)
- 1000-1130 Services and roles of CFAP to FOs as members: *a*). extension system and methodology, Roles and capacity of different CFAP staff, future plan of CFAP by Mr. Sok Sotha, *b*).Market access by Mr. Morn Vanlyda, and *c*).Microfinance access and Results of the Business Planning of the MicroSave by Ms. Pich Chhordaphea, and climate adaptive approach by Mr. Yap Thoeurn)
- 1130-1200 Intervention by the participants (All participants)
- 1200-1330 Lunch
- 1330-1345 Recommendation by Mr. Carl Jansen
- 1345-1445 Action plans and follow up
- 1445-1500 Closing remarks by the Chairman

After the mission of a new liaison officer of Agriterra, he could come up with the following recommendations:

Suggestions to CFAP for its services to FOs in last meeting with the board:

- support to set up rice banks,
- support in developing feasibility and business plans for FOs
- specify loan conditions of CFAP to FOs and training on credit products.
- staff capacity: give individual staff next to the task of advising FOs in a certain district the specific tasks to become knowledgeable each in only 1-2 specialized subjects. This will reduce the dependency on external knowledge, which is not easily available and is costly.

To Agriterra:

Follow up with CFAP on advice needed to realize the fore mentioned internal recommendations.

To Rabobank foundation:

- To invest in capacity development of staff in microfinance
- to invest in a sound loan management system
- Top invest in the development of credit products
- To develop with CFAP a strategy to become bankable.

Work plan for follow-up

CFAP will develop before 15 January and integrate this in the action work plan and budget for 2014:

- A strategy and business plan for self-sustainability for CFAP itself.
- A strategy and action plan for strengthening of FOs to independent organizations

- CFAP will set up a Monitoring and Evaluation system for these 2 steps, using concrete indicators.
- A plan for Training of Trainers (ToT) in developing business plans
- A plan for set up functioning Farmer to Farmer exchange/ training as follow up to paid CFAP staff

CFAP will purchase, install and use specific bookkeeping software (previewed in the budget).

Agriterra can provide advice in the development of some plans or analysis as well as in trainings (e.g. ToT business plan) though it's LO, specific experts or exchange visits.

viii. PLANNING OF NEXT PERIOD

The following activities are planning to conduct in **2014**:

1. 3.1.5 Workshop to share knowledge on marketing, selling and CANVAS model to 250 group leaders, together re-organization of the group members into preferable producer groups to produce same/specialized crop for collective sale in the future (by LCBs)
2. 3.2.1 Workshop on cooperative models and experiences sharing of farmer leaders in cooperatives to other farmer leaders (training workshop participated by Coops from Prey Veng, Kampong Speu, Kampot, Siem Reap, Svay Rieng, stakeholders and government).
3. 3.2.3 Preparation of 1 central facilitation site (desk centre) to play as an intermediary role and facilitation to all regional collection sites (Communication: sale/purchase, order and transport) and vice versa as needed between target markets and collection points (required to further review and discussion with relevant partners)
4. 3.2.4 Strengthen 5 regional collection points to prepare collective sale of produces, transport to target markets and purchase of inputs from inputs suppliers and vice versa. The rest of others will be downscaling next step by CFAP herself in collaboration with FO members.
5. 3.4.5 Annual workshop (CFAP, stakeholders, producer groups, traders/big buyers, local authorities in network)
6. 4.1.1 Development of financial management system (Financial and loan management).
7. 3.1.1 Training Workshop on Soil and Water Management to farmers' organisations (consolidated project on climate change)
8. Planned: "350 household members are satisfied with introduction of new varieties and use new varieties for their farming activities. 51 farmer leaders from 17 FOs learn and apply knowledge gained from pest/disease control and use of fertilizer, pesticide and water management. Will be available in 2014 (consolidated project on climate change)
9. Planned: "350 household members become specialised in vegetable/crops, rice and fish production that could adapt to climate change. 35 producer members use pond as water storage for irrigation of their vegetable/crops production. Will be available in 2014 (consolidated project on climate change)
10. Planned: "350 household members use new varieties for their farming activities. Will be available in 2014 (consolidated project on climate change).

In this report, on behalf of CFAP, we would like to propose Agriterra in order to support the variation of actual activities like staffing, activities and a part of miscellaneous occurred during the reporting period.

Note: Some new activities that were not planned could also be introduced base on the real situation during the project implementation and report.

ix. ATTACHMENTS/ANNEXES

Annex 1. Board and management team

Annex 2: Database of members

Annex 3: WorkPlan follow up

Annex 4: Progress results on deliverables

Annex 5: A story of farmer

Annex 1. Board and management team

a. Board

Board and Management Unit			
i. Board			
Board of Director	Name	Registered as member since	In charge since
Chairman	Mr. CHHUON Sarin	2008	2012
Vice chair person	Ms. AN Sarun	2007	2012
Vice chair person	Mr. KONG Savoeun	2007	2009
Vice chair person	Mr. KOY Sithán	2007	2012
Members			
CFA-KTB	Mr. SOM Mong	2009	-
CFA-CH	Mr. PEN Phanna	2007	2011
CFA-THN	Mr. PAO Suy	2007	-
CFA-PTR	Mr. KONG Sabo	2007	-
CFA-KCH	Mr. VOR Sam	2007	2012
CDA	Ms. IM Vanney	2012	
CFA-THL	Mr. SUOS Vannhun	2007	2011
The Family Economic Development Association (FEDA)	Mr. KEN Yaim	2008	-
Sahakum Apivat Kaksekam "Phum Kantrean"	Mr. NHOEK Sorn	2008	-
Samakum Raksmeay Samakee	Mr. LOU Heap	2008	-
Sahak Kum Apivat Kaksekam "Thmey Samakee"	Mr. SOUS Mao	2008	-
Samakum Ponleu Kaksekor Thmey (PKT)	Mr. YIN Kemli	2008	-
Samakum Leukstouy Chivapheap Kasekor (L.C.K)	Mr. PREAM Samol	2010	-
ii. Management Unit			
1. Managing director	Mr. SOK Sotha	2003	-
Administration and Finance			
2. Administration and Finance	Ms. HEM Sovannaleak	2010	-
3. Head of IT and communication	Mr. MEAS Noun	2007	-
Programme officers and advisor			
4. Head of agribusiness officer	Mr. MORN Vanlyda	2011	-
5. Head of saving & use of a revolving fund manager	Ms. PICH Chhordaphea	2011	-
6. Head of agriculture and Advisory officer	Mr. Yap Thoeurn	2012	-

Agriculture and Advisory Officer (AAO) (reformulated end 2012)			
7. Agriculture and Advisory officer	Mr. NGOUN Oeun	2010	-
8. Agriculture and Advisory officer	Mr. TEP Sovann	2006	-
9. Agriculture and Advisory officer	Mr. MEY Min	1996	-
12. Assistant to agribusiness officer	Mr. Sok Dany	2012-Mid 2013	-
13. Assistant to AAO unit	Mr. POV Lina	2010	-
14. Guard/office assistant	Mr. Hout Chanseyha	2011	-
15. Outside staff	-	-	-

Annex 2: Database of members

Data base of members and non-members in the operational working areas:
(As per December 2013)

#	Province/City	District/Khan	Commune	Village	Names of Organizations	Total registered members				Total population in target areas		
						Group	Male	Female	Total	HH	Total	Women
1	Svay Rieng	1. Kampong Ro	1	11	CFA-THN	65	243	254	497	1733	8033	4228
			1	10	CFA-STY	58	170	302	472	3352	10614	5556
		2. Svay Chrum	1	7	CFA-SCH	41	79	206	285	1268	5786	3008
			1	9	CFA-PTR	50	152	167	319	1812	8856	4496
			1	6	CFA-THL	28	135	103	238	1440	3392	3310
			1	7	CFA-CH	40	127	263	390	2134	10102	5235
			1	3	CFA-BS	21	120	92	212	2123	9274	4837
			1	7	CFA-KCH	42	165	149	314	2731	12579	6476
			1	11	CDA	88	540	207	747	3083	12961	6668
			1	9	SACKS	195	665	829	1494	1197	5678	2879
		1	7	FEDA	87	427	406	833	2731	12579	6476	
		3. Svay Rieng	1	2	CFA-KTB	11	55	30	85	732	3025	1552
Subtotal			12	89		726	2878	3008	5886	24336	102879	54721
2	Prey Veng	4. Bar Phnome	1	1	Rong Domrey: Phum Kantrean Agricultural Development Community (PKADC)	9	53	67	120	2325	10396	5471
			1	1	Speu Kor: Agricultural Development Cooperative of Mongkul Mean Chey (ADCM)	23	57	93	150	2495	9897	5062

		5. Kampong Trabek	1	3	Phum Yeung Agricultural Development Community (PYADC)	1	18	19	37	2516	11997	6184
Subtotal			3	5		33	128	179	307	7336	32290	16717
3	Kandal	6. Mukhompoul	1	7	PKT	79	761	825	1586	2499	10675	5496
			3	18	LCK	25	184	142	326	2695	12140	6281
Subtotal			4	25		104	945	967	1912	5194	22815	11777
4	Kompong Speu	7. Chbar Mon	1	1	THMEY SAMAKEE	36	95	140	235	1435	7953	4125
Subtotal			1	1		36	95	140	235	1435	7953	4125
5	Kampot	8. Kampong Trach	1	7	KPPAC	1	54	20	74	1716	8036	4255
Subtotal			1	7		1	54	20	74	1716	8036	4255
6	Kompong Thom	9. Kampong Svay	1	2	TPRADC	2	27	40	67	3999	17936	9196
Total	6 Provinces	9 Districts	20 CFAs/ CBOs/Coops	2		2	27	40	67	3999	17936	9196
Total			22	129		902	4127	4354	8481	44016	191909	100791

Note: The database is made in mid 2013, base on our new reformulation of group members' registration, thus only active farmer members are encouraged to register as members of CFAP from now on.

Annex 3: WorkPlan

no.	Type of Activity	By whom	Bridge Funding 2013						Remarks
			Semester 1						
			Q1			Q2			
			Jan	Feb	Mar	Apr	May	Jun	
1	Review and improvement of the internal working policies, staff & financial guidelines and procedures to all staff members of CFAP	CFAP MD <u>Team member:</u> All staff members							☑
2	Review and improvement of technical training manuals (<i>Vegetable, rice, maize and poultries</i>)	CFAP MD <u>Team member:</u> All staff members							☑
3	Review and improvement of relevant working documents formatted (<i>production planning, cropping calendar, business planning, recording book, list of producers group members, aggregation of products, income and expense data base, data base of membership and</i>)	CFAP MD <u>Team member:</u> All staff members							☑
4	Local consultation workshops in preparation of agripool mission	CFAs/CBOs, Board							☑
5	Develop business plan (2013-2017) on basis of results agripool mission in April/Jun	CFAP MD <u>Team member:</u> All staff members							On progress
6	Monitoring the implementation of producer groups and collection sites.	CFAP, CFA/CBO & Coop -head of agriculture and advisory support -head of agribusiness officer <u>Team member:</u> All staff members							☑

7	Networking with relevant stakeholders and local authorities	CFAP <u>Team work:</u> All staff members								<input checked="" type="checkbox"/>
8	Monitoring the use of a revolving fund (loan/credit usage) in economical activities of farmer members	CFAP CFAs/CBOs&Coops head of saving and use of a revolving fund <u>Team member:</u> All staff members								<input checked="" type="checkbox"/>
9	Follow up and advise on technical vegetables, rice and poultries production for markets and sale	CFAP CFAs/CBOs&Coops -head of agriculture and advisory support -head of agribusiness officer <u>Team member:</u> All staff members								<input checked="" type="checkbox"/>
10	Aggregation of production, income and expense data at commune level (by CFA/CBO)	CFAP CFAs/CBOs&Coops -head of agriculture and advisory support <u>Team member:</u> All staff members								<input checked="" type="checkbox"/>
11	Aggregation of production, income and expense data at CFAP level, input in database (by CFAP)	CFAP CFAs/CBOs&Coops -head of agriculture and advisory support -Yap Thoeurn <u>Team member:</u> All staff members								<input checked="" type="checkbox"/>
12	CFAP Agri News Bulletin (in stead by story of farmers)	CFAP head of Communication and IT <u>Team member:</u> All staff members								<input checked="" type="checkbox"/>

Annex 3.1 Work Plan

Year 1 (half first year): 2013

no.	Type of Activity	By whom	2013 (half year)						Remarks
			Semester 2						
			Q2			Q3			
			Jul	Aug	Sep	Oct	Nov	Dec	
1	Review and improve internal working policies, procedures and working documents, included updated activities of the project to all staff members	- CFAP -Ma. director leads <u>Team member:</u> All staff members							<input checked="" type="checkbox"/>
2	Facilities procurements to CFAP central office and member organisations	- CFAP <u>Team member:</u> Admin and finance							<input checked="" type="checkbox"/>
3	Preparation of working documents and delivering to all farmer organisations as members (CFAs/CBOs and Coops) (all format forms)	- CFAP <u>Team member:</u> Admin and finance Office assistant							<input checked="" type="checkbox"/>
4	Recruitment/selection of local staff based (LSBs) and allocation of staff members (AAOs) as a team leader to all farmer organisations (CFAs/CBOs and Coops)	- CFAP - CFAs/CBOs& Coops -Ma. director leads <u>Team member:</u> Specialised staff AAOs							<input checked="" type="checkbox"/>
5	Development of computerized system/program and training to CFAP staff (financial and business system development)	- CFAP, IT Co.LTD <u>Team member:</u> Specialised staff Admin and finance							On progress
6	Technical training on soil treatment, diseases prevention, crop protection and use of cropping calendar in a rotation system to AAOs/LSBs based at member organisations (provided by inputs supplier or LCB) (22ps) (100%)	- CFAP,LCB/MAFF/PDA - AAO officer (team leader) <u>Team member:</u> LSBs							<input checked="" type="checkbox"/>
7	Technical training on chemical uses and its impacts (fertilizer, pesticide) to AAOs/LSBs at member organisations (provide by experts/inputs suppliers)	- CFAP, LCB/MAFF/PDA <u>Team member:</u> AAOs							<input checked="" type="checkbox"/>

	(22ps) (100%)	LSBs							
8	Training on marketing , selling and CANVAS model to AAOs/LSBs at member organisations (provided by LCBs) (22ps, 100%)	- CFAP, LCB, - AAOs (teamleader) <u>Team member:</u> LSBs							<input checked="" type="checkbox"/>
9	Workshop to share knowledge on marketing, selling and CANVAS model to 250 group leaders, together re-organization of the group members into preferable producer groups to produce same crop for collective sale in the future (by LCBs) (50%)	- CFAs/CBOs&Coops - LCBs -AAOs lead to facilitate <u>Team member:</u> LSBs							Next reporting period
10	Workshop on cooperative models and experiences sharing of farmer leaders in cooperatives to other farmer leaders (training workshop participated by Coops from P. Veng, K.Speu, Kampot, Siem Reap, Svay Rieng, stakeholders and government). (100%)	- CFAs/CBOs&Coops -AAO officers and agri-business manager (co-teamleader) <u>Team member:</u> LSBs							Next reporting period
11	Preparation of 1 central facilitation site (desk centre) to play as an intermediary role and facilitation to all regional collection sites (Communication: sale/purchase, order and transport) and vice versa as needed between target markets and collection points. (100%)	- CFAP Agri-business manager leads to facilitate <u>Team member:</u> Specialised staff Admin and finance							Next reporting period
12	Strengthen 5 regional collection points to prepare collective purchase, sale of inputs and produces to target markets and vice versa. The rest of others will be downscaling next step (2 collection points or 40%)	- CFAs/CBOs&Coops Agri-business manager leads to facilitate <u>Team member:</u> Office assistant LSBs							Next reporting period
13	Develop posters/leaflets on growing techniques, cropping calendar, crop treatment, soil treatment, crop rotation and use of pesticide and diseases prevention. It is consolidated with CC project by 50% 2013 and 50% in 2014. The CFAs/CBOs&Coops are obligated to deliver posters/leaflets directly to farmers.	- CFAP Agri-business manager leads to facilitate <u>Team member:</u> Office assistant LSBs							<input checked="" type="checkbox"/>
14	Aggregate of production, income and expense data, and benchmarking results of groups at member organisations level	- CFAs/CBOs&Coops -AAOs lead <u>Team member:</u> LSBs							<input checked="" type="checkbox"/>

		specialised staff members, experts <u>Team member:</u> Office assistant								
24	Stakeholder meetings	-CFAP -CFAs/CBOs&Coops -All staff members								<input checked="" type="checkbox"/>
25	Regular weekly staff meetings (4 times/Month)	- CFAP - All staff members - Organize: Admin and office assistant								<input checked="" type="checkbox"/>
26	Regular meeting with AAOs and LSBs base at farmer organisations level (4times/year)	- CFAP - CFAs/CBOs&Coops Ma. director leads <u>Team member:</u> Admin and finance Office assistant AAOs and LSBs								<input checked="" type="checkbox"/>
27	Staff monthly progressive reports to the management unit	All staff members								<input checked="" type="checkbox"/>
28	Annual workshop (CFAP, stakeholders, producers and traders)	- CFAP - CFAs/CBOs&Coops - Stakeholders - Traders - Inputs suppliers - Local authorities - Government - All staff members								Next reporting period
29	Annual Project Reports by head of management, (management unit)	- CFAP -Ma. director leads <u>Team member:</u> Field managers All staff members LSBs								<input checked="" type="checkbox"/>
30	Other business involved	CFAP <u>Team member:</u> All staff members LSBs								N/A
31	Business and financial management system development (Financial and loan management).									Next reporting period

Annex 4: Progress results on deliverables

(See in a separate report)

Annex 5: A story of farmer

Household pond a good hope for small farmer!



Mr. Chark Borat, age 45, a farmer lives in Tasaang village, Kampong Chamlang Commune, Svay Chhrum district, Svay Rieng Province. He has four children (three son and one daughters). His family grows rice in rainy season as other farmers in Cambodia do farming for household consumption, he does only one crop per year. This year his rice farm was destroyed by flood, so he did not experience successfully to grow rice in 2013. Mr. Borat also complained that rice growing now is costly due to high production cost with fluctuated prices made by traders or middlemen, because

there is limited capital to invest on rice production his family always sell rice soon after harvest to get money back for inputs repayment, so the price is too low. Mr. Borat is a member group of the Family Economic Development Association (FEDA).

His family registered as a member of FEDA since 2009. In 2011, he got technical training on crops, vegetable growing and chicken rearing provided by CFAP. It was the first time of receiving technical training he ever had before, After receiving knowledge and skills through a so called “on site raining of CFAP”, he has decided to grow cucumber on his part of farm land, first he grew only 1200 square metre (40 metre length and 30 metre width) of cucumber to pilot new technical protocols. At harvest, the cucumber grew very well with high yield compared to normal practice. Next, he decided to extend his farm land of about 0.55ha for growing cucumber, now he also grows several types of crops beside cucumber such as winter melon, long bean, ridge gourd and some other crops on pieces of farm land by following new growing technical protocols. Beside vegetable growing, his family also raises chicken and few pigs as well. He said he grows vegetable by using organic fertilizer through collection of chicken manure, cow and buffalo manure, bio-slurry and some other waste materials around his house and from the field to make compost to improve his farm land. According to previous soil analysis made by CFAP, the pH of his farm land was very low, now it has improved a lot at average of pH= 6.7 (it is a good level for vegetable growing. In average, he earns about 70,000 KHR to 80,000KHR (US\$17.5 to US\$20) net income per day from his vegetable production of approximately 55 Kg/day to support his family. He added that the organic produces sell well than chemical produces, many most clients always asked for organic products which they believe it is good for their health. Mr. Borat’s family also received a household pond provided by CFAP. With this water basin, he expected grow vegetable in a year round; especially in dry season where there is no water source in his area. He grow vegetable/crops not only for household consumption, but for sale for household income, his wife and son also helps him in growing vegetable, harvesting, she is a seller of vegetables.

