



D.R.D.O
Deegaan *Relief* & Development Org.

ADDRESS;

Short Name : DRDO

Behind Radio Galkacyo: Israac 1, Galkayo.

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UPDATED PROFILE

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1.0. Basic Information

Name of the Organization		Deegan Relief and Development Organization
Abbreviation		(DRDO)
Sectors of Intervention		Food Security, Peace and Security, Environment Protection, Nutrition, Health, Education WASH and Livelihood
History	Established	2007
	Past priority areas	provides livelihoods, Fighting hunger & securing food for vulnerable people, promoting human rights , child protection , advocacy and education.
	Other Specialization	Project design, implementation, and evaluation of humanitarian programs that seek to ensure community participation in management of their economic and political affairs respect to inherent human rights ,unbiased approach to GBV issues including FGM.
Current permanent staff		14
Address		Galkayo, Puntland - Somalia
Operating Bank	Name	Dahabshiil Bank
	Account	GLKD00860
	Branch	Galkayo (CODE: GLK)

2.0. Introduction.

Deegaan Relief and Development Organization (DRDO) is a locally owned development organization that works with the international and local donors, and stakeholders, to identify community problems, design and implement projects that have far reaching socio-economic positive impacts within Puntland Federal State. The organization has operational head offices in Galkayo North. DRDO was registered as a national local NGO in 2007, with annual renewal of certificate since then. Specifically, the organization specializes in project design, implementation and evaluation of humanitarian programmes that seek to ensure community participation in management of their economic and political affairs, respect of inherent Human Rights, unbiased approach crosscutting programming issues such as GBV including FGM, gender equality and non-aggression approach to solving community problems.

Deegaan Relief and Development Organization (DRDO) Puntland provides livelihood projects, environmental protection (natural resource management), WASH and protection programs/assistance to refugees, asylum seekers, returnees and internally displaced persons in, Puntland, specifically Mudug region.

The organization recognizes the role the local community play in project acceptance, change of attitude and sustainability. The word Deegan itself means grassroot level. To this end the organization works with the local people in every step of project implementation in each project it implements.

3.0. DRDO's Vision, Mission, Core Values and Objectives:-

3.1. Vision.

Our vision is to seek a world of hope, tolerance and social justice, where poverty has been overcome and people live in dignity and security. DRDO will be a national/national (and even Global) force and partner of choice within a worldwide movement dedicated to ending poverty. We will be known everywhere for our unshakeable commitment to the dignity of people.

We strive to serve individuals and families in the poorest communities in the region. Drawing strength from our recognition of the importance of clan-diversity, resources and experience, we promote innovative solutions and are advocates for national responsibility.

3.2. Mission

Our mission is to end poverty in Mudug region by implementing projects that targets directly the poorest of the poor through contributing efforts that end poverty, a family (community) at time.

To achieve this our mission is to;

- To support economic and social development
- To improve the nutrition and quality of the live of the most vulnerable society in the region.
- To help build long time assets and promote the self-reliance of poor communities especially in the rural areas.
- To support the environment protections mechanism as a source of livelihood.
- To create social protection and safety net.
- To promote tolerance and peace.
- Strengthening capacity for self-help
- Providing economic opportunity.
- Delivering relief in emergencies
- Influencing policy decisions at all levels
- Addressing discrimination in all its forms

3.3. Core Values Upheld by the Organization.

At the core of all we do, DRDO values:

- **Respect:** We affirm the dignity, potential and contribution of participants, donors, partners and staff.
- **Integrity:** Our actions are consistent with our mission. We are honest and transparent in what we do and say, and accept responsibility for our collective and individual actions.
- **Commitment:** We work together effectively to serve the larger community.
- **Excellence:** We constantly challenge ourselves to the highest levels of learning and performance to achieve greater impact.

3.4. Objectives

Human survival and livelihoods are the ultimate goals and the true measures of success of humanitarian assistance. But in Somalia peace and stability as well as protection against gender based violence also score high in the list of priority agenda. Within humanitarian assistance, the specific objectives of DRDO's core mandates are:

- To fight hunger & securing food for vulnerable people
- Increase environmental protection awareness to ensure availability of methodologies for livelihood and sustainability.
- Reduce risk and enable people to meet their own food and nutrition needs
- Improve the quality of the primary education through the creation of non-curricular activities.
- To reduce conflict among different clans living in Mudug region by implementing projects that promotes tolerance.
- Promote human rights and child protection and advocacy community.
- To increase awareness and advocacy in addressing cross cutting issues like gender equality and gender based violence.

4.0. Scope of work and thematic areas.

The organization's main scope of activities are, but not limited, to;

- Food security
- Peace and security
- Environmental protection
- Nutrition
- Health
- Education
- Livelihood

5.0. Organizational Structure:

DRDO organization structure is two leveled. The management level and the board level. All these progresses are meant to ensure service delivery and support value for financial commitments as well as achieve the most out of the human capital available. This will support efficient implementation of interventions.

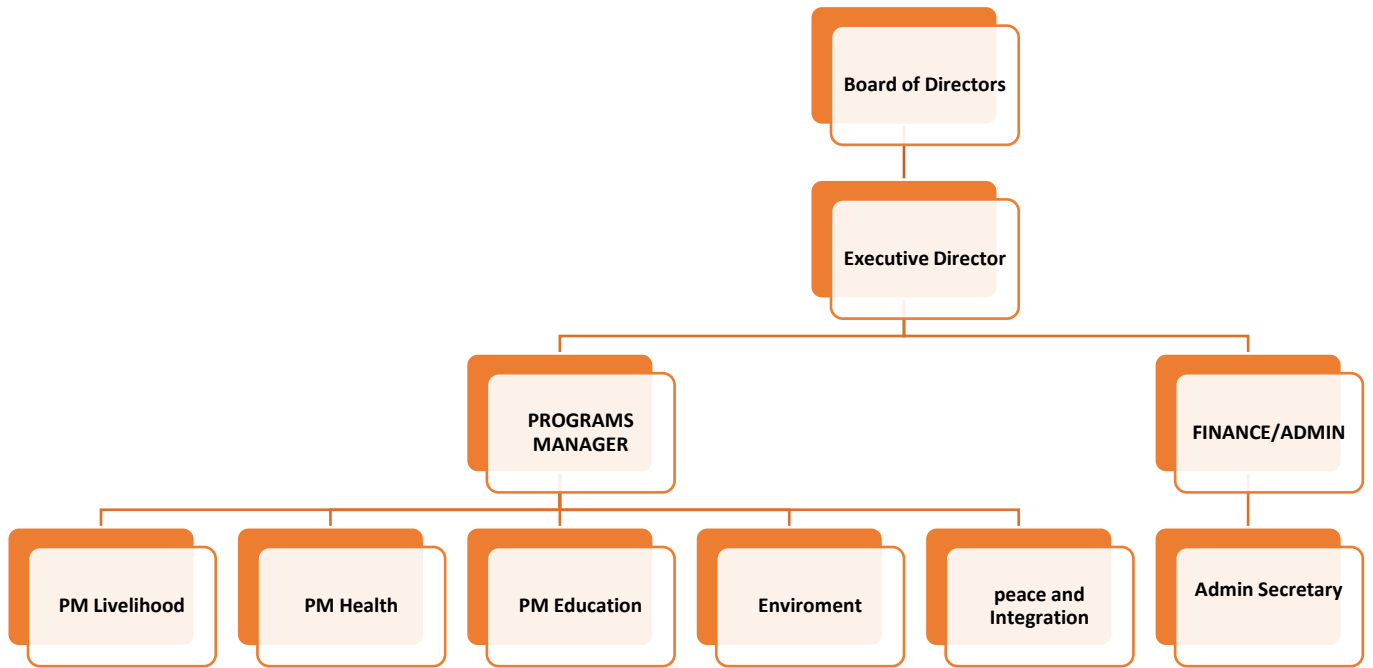
To achieve this, at the primary management level the organization has gathered some of the best available individuals with various professional training and/or experience. These disciplines are predominantly associated with humanitarian and development studies; education, technology, social science, financial management, computer Science and

DRDO has the requisite technical and organizational capacity to undertake to any project irrespective of the complexity and the magnitude. DRDO is currently implementing TIS+ program, WFP Food related projects among others based on this unique attribute.

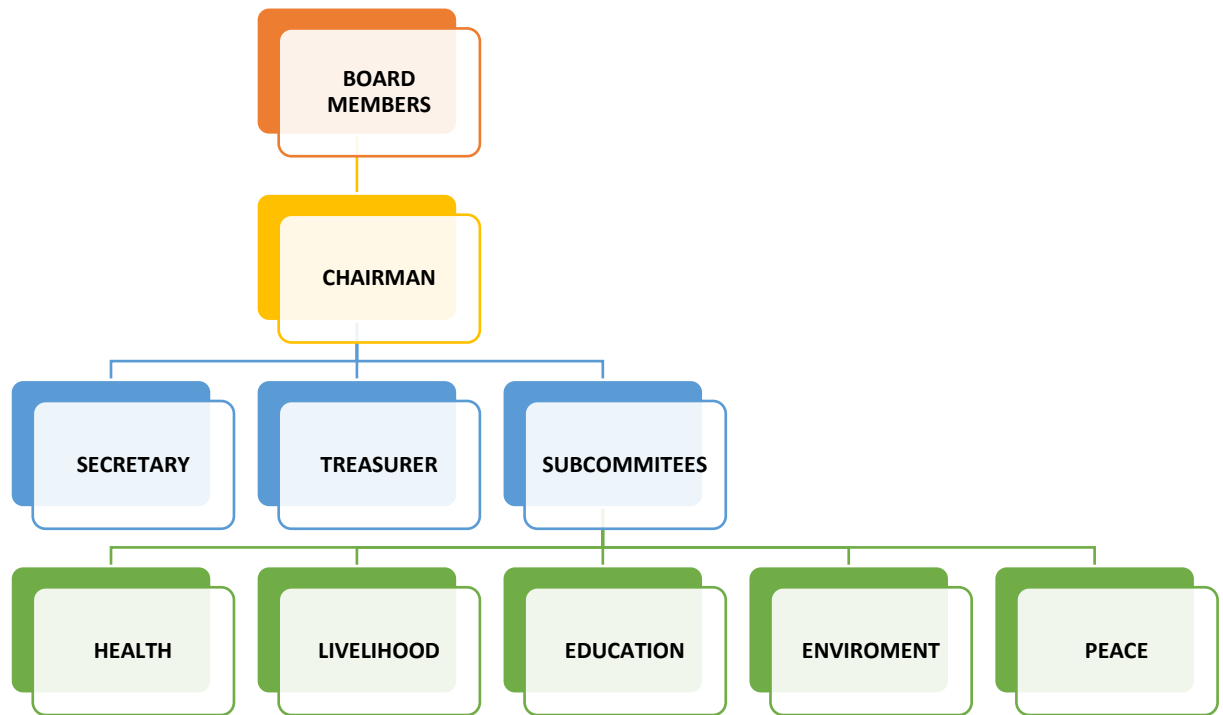
As stated previously our structured is two pronged;

- i. Organizational Overall Management Structure
- ii. Governance Structure

5.1. Organizational Overall Management Structure



5.2. Governance Structure



6.0. Staffing Plan

Sr.No	Position	Area of expertise	Number
1	Executive director	Master of Arts in Governance and Ethics and Bachelor Of Social work	1
2	Programme managers	MBA specialist in project managements	1
3	Finance and Accounting officer	BBA, Majors in Finance	1
4	Administrative secretary	BPA	1
5	PM – Project manager Health	Bachelor degree in Health	1
6	PM Livelihood	Bachelor degree in Social science, project management or any other related field	1
7	PM Education	BED	2
8	PM Environment	Bachelor degree in Social science, range management, project management or any other related field	1
9	PM Peace and Integration	Bachelor degree in Social science, range management, project management or any other related field	2
10	Filed officers	Diploma in Development studies	2
11	Logistic officer	Degree or bachelor in finance or relevant field	1
Total			14

7.0. Partnerships and Undertaken projects.

The following is a sample of a fraction of the projects we have implemented in the past.

Partner	Project	Activities	Year	HHs	Location
TIS +	Galkayo Conflict Sensitive Media Training and Community Engagement Sessions	<ul style="list-style-type: none"> -Sensitive media reporting training -Training of stakeholders from both sides of Galkayo on peace awareness. -Holding engagement sessions bringing both conflicting sides of Galkayo. -Strategic messaging through the media. - Conflict resolution platforms created. of 	2017 – ongoing	200	Galkayo Town – North and Souths
Revival of Islamic heritage society(Kuweit)	Emergency/relief/drought response	Food distribution to the IDPs in Mudug region	2017	5000	Mudug region
Revival of Islamic heritage society(Kuweit)	Health	Mobile clinic to the effected people by the drought in IDPs Galkyo	2017	10,000	IDPS in north Galkayo town
Aecom/Usaid	Transition initiative for stabilization plus(Tis+)	Peace building	2017	70,000	Local media in Galkayo town

Revival of Islamic heritage society(Kuweit)	Livelihood	Slaughtering of Udhya at Arafat eid day	2016-2017	2000	IDPs & host communities in Galkayo
Wfp Puntland/Bosaso office	Relief/emergency drought response	Cash, voucher and in-kind (Food distribution)	2017 current	7550	Jariban & Galdogob districts in mudug region
Revival of Islamic heritage society(Kuweit)	Emergency/relief/drought response(Wash)	Water tracking to the nomadic people in mudug region(50 locations) 15000ltr	2016-2017	15000	Mudug & Nugal region
Revival of Islamic heritage society(Kuweit)	Wash project	6 Boreholes drilling	2016-2017	1200	Mudug region(Galkayo & Jariban districts)
Revival of Islamic heritage society(Kuweit)	Education	Constaruction of 5 mosque and 10 quranic schools	2016-2017	2000	Jariban, Galakyo, Galdogob & Burtinle Districts in Mudug and Nugal regions
Wfp south and central/Galkayo office	Relief/emergency drought response	Cash, voucher and in-kind (Food distribution)	2017 up to now	5145 per month	IDPs and host communities in north Galkayo
Revival of Islamic heritage society(Kuweit)	Education	Construction and handling of orphan cente in Balibusle	2016 to current	300std	Balibusle – Mudug region
Adeso with Puntland ministry of environment,	Livelihood/ Environment protection	Natural resource management (NRM) Media	2016		Workshop to 1000 people in 20 locations in

wildlife & tourism		awareness campaign			Puntland regions
DRC	Education	Schools construction(DRC Diaspora program(Improving learning access by building classes with latrines & furniture)	2016		5 primary schools in Galkayo, Jariban & Galdogob district-Mudug Region.
Care For others and Horn Africa aid(Copenhagen Denmark)	WASH	10 Shallow wells	2016	1500hhs	IDPS in Galkayo
Somalia fremskridt(SFO) with Genbrug til Syd	Education	School materi als	2015-2016	5000 std	Jalam, Burtinle, bursalah, balibusle and Sallah
Horn africa aid and somali relief trust(Copenhagen Denmark)	Emergency/relief	Food distribution	2016	500hhs	Hingalol ditrict-Sanag Region
DRC	Vocational skills training	Level II vocational skills transfer; tailoring, frankinsence, skills	2016	200	IDPS in Galkayo south
Wfp Puntland/Bosaso office	Livelihood & wash	Food & voucher for assets(In-kind, Cash based transfer/CBT (Water catchments, road reh, shallow wells, berkds, Vegetable /fruit /crop garden	2015-2016	5000	Glkayo,jariban, Galdogob and Burtinle districts(Mudug & Nugaal region)

		Soil bunds, fodder productions, cannel reh.			
NRC Puntland	Livelihood	Vocational skills training	2016	300	Galkayo North and South
Wfp south and central/Galkayo office	Livelihoods & Wash	Food for work/ food for assets(Sanitation, prosopis clearance, catchments, road reh, shallow wells, berkds, Vegetable /fruit /crop garden soil bunds, fodder productions, cannel reh.)	2012-2015	38400	IDPs and host communities in north Galkayo
Wfp Puntland	Livelihood & wash	Food for assets (Water catchments, road reh, shallow wells, berkds, Vegetable /fruit /crop garden Soil bunds, fodder productions, cannel reh.)	2012-2015	48000	Galkayo, Jariban, Galdogob and Burtinle districts(Mudug & Nugaal region)
UNICEF	Maternal health awareness	Capacity building on hygiene, washing hands and nutrition	2013	280	IDPs and host communities in north Galkayo
DIA/ Usaid	TIS+ program/livelihood Transition initiative for stabilization plus(Tis+)	Skills training/ an awareness for youth/ pirate reh. (170 persons)	2013	170	Jariban, Gar'ad and Balibusle

Wfp Puntland	Livelihood	Food training/skills for	2007-2012	2500	Glkayo, jariban, Galdogob and Burtinle districts (Mudug & Nugaal region)
UNDP	Recovery and Sustainable livelihood	Rehabilitation of hospitals and schools	2012	200	Galkayo, Garowe and Bosaso
Islamic Relief	Relief/emergency	Qurbanic program (Food distributions/ Ramadan iftar)	2009	3000	IDPs in Mudug

8.0. Geographical Coverage and Network in Somalia (by district and activity):

Sn	Area coverage	# of staff	Remark
1.	Gaalkacyo, Mudug Region, Puntland	7	The NGO operates in North Gaalkacyo
2.	Jariiban District	2	The organization can implement food distribution activities at any time.
3.	Bali-Busle	2	The organization can implement food distribution activities at any time
4.	Salah	1	The organization can implement food distribution activities at any time

9.0. Possible Constraints and How to Overcome

#	Possible risks	How to overcome
1.	Weak cooperation among stakeholders	Establish committees, ad hoc and organize weekly meeting
2.	Insufficiency skilled workers in the area	Contract with skilled workers
3.	Oversight long distances (Jariiban, Salah ,etc)	New office establishment in Jariiban and Salah.
4.	Rural societies unwilling to attend related trainings	community committees will be committed and take part the realization of this output and selection of trainees

10.0. Organizational Sources of Fund:

The funds for the activities of the organization come from;

- Project funding from local and international donors/organizations
- Donor Commitments
- NGO members
- Contribution from the Somali diaspora
- Local business people
- Contribution from the local communities and Mudug Diaspora

11.0. Organizational capacity:

- a) **Technical Competence:**

DRDO has sufficient knowledge as well as technical and managerial skills necessary for realization of project objectives. In line with this, our staff boast of the following technical skills;

Technical Competence	
<input type="checkbox"/> Leadership <input type="checkbox"/> Communication and Interpersonal Relations <input type="checkbox"/> Public Relations <input type="checkbox"/> Fundraising <input type="checkbox"/> Board Management and Governance <input type="checkbox"/> Conflict Management and Negotiation Skills <input type="checkbox"/> Team Building	<input type="checkbox"/> HIV/AIDS Awareness <input type="checkbox"/> Strategic Management <input type="checkbox"/> stakeholders relations <input type="checkbox"/> Community Mobilization <input type="checkbox"/> Human Resources Management <input type="checkbox"/> Financial Management <input type="checkbox"/> Administration and Office Management
<input type="checkbox"/> Emergency Preparedness <input type="checkbox"/> Needs Assessment <input type="checkbox"/> Developing NGO Contingency Plan <input type="checkbox"/> Emergency Response	<input type="checkbox"/> Community Managed Disaster Risk Reduction (CMDRR) <input type="checkbox"/> Conflict Sensitivity Programming in emergency
<input type="checkbox"/> Consultancy Skills <input type="checkbox"/> Project Cycle Management <input type="checkbox"/> Research and Survey Skills	<input type="checkbox"/> Training of Trainers (TOT) <input type="checkbox"/> Quality and accountability <input type="checkbox"/> Sphere humanitarian charter in Disaster Response

<input type="checkbox"/> Noble Effective Writing Skills <input type="checkbox"/> Self Organizational Skills (SOS) <input type="checkbox"/> Analytical Problem Solving <input type="checkbox"/> Gender Equity and empowerment <input type="checkbox"/> Internal Systems, Policies and procedures (ISPP)	<input type="checkbox"/> Rights Based Approach <input type="checkbox"/> Humanitarian Principles and Code of Conduct (CoC) <input type="checkbox"/> Do No Harm <input type="checkbox"/> Good Enough Guide
<input type="checkbox"/> Early warning system <input type="checkbox"/> Food Security and Analysis <input type="checkbox"/> Livelihood approach	<input type="checkbox"/> Cash Transfer Programming in Emergency <input type="checkbox"/> Gender
<input type="checkbox"/> Food handling and Ware housing <input type="checkbox"/> Using Log-Frame in project planning <input type="checkbox"/> Invoicing	<input type="checkbox"/> Advocacy and Media

Assessments: Technical expertise available and types of assessments carried out or participated in Somalia context.

Project design/Implementation: Technical expertise available and types of project implemented

Monitoring/Evaluation: Technical expertise available and monitoring/evaluation system for the projects implemented

Any Other:

Assessments	Technical expertise available	Types of assessments carried
	<ul style="list-style-type: none"> • Needs assessment • Sphere • Participatory rural appraisal etc 	<ul style="list-style-type: none"> • Organizational Development • Food security and nutrition • Humanitarian situation of the IDPs in Mogadishu
Project design/Implementation	Technical expertise available	Types of project implemented
	<ul style="list-style-type: none"> • Project Cycle Management 	<ul style="list-style-type: none"> • HIV/AIDS awareness raising • Supplementary feeding programme •
Monitoring/Evaluation	Technical expertise available	Monitoring/evaluation system for the projects implemented
	<ul style="list-style-type: none"> • Participatory Planning Monitoring and Evaluation 	<ul style="list-style-type: none"> • Impact evaluation

12.0. Internal Policies and Procedures

The following policies support DRDO in implementation of its projects and personnel management;

12.1. Employment Policy

D.R.D.O maintains a policy to ensure there is not any discrimination whatsoever during staff hire. The following procedures are followed at any time of undertaking recruitment. In addition staff rights are stipulated as well.

Hiring Procedure

- When hiring an employee of the organization shall make advertisement for the vacant posts through local news papers or notice board of the organization.
- An interview shall be basis of selection.
- Two BOD members and one supervisor shall conduct the interview and selection.
- After the selection the appointment letter shall be provided to the new employee by the personnel Manager.
- The Organization shall hire casual labour a short periods for his/her qualification of the job demanded by the organization.

Probation Periods

Any selected employee shall sign three months probation period contract, the direct supervisor shall conduct the assessment and appraisal during the probation. The BOD shall make a final decision on contract discontinuation or increment based on appraisal reports.

Job Description

Every employee of the organization shall be provided with job description clearly describing area of work, responsibilities, duties, obligations and authority levels.

Personnel Records

Personal records to all employees shall maintain by admin/finance officer.

Personal files shall contain application letter, CV, certificates and testimonials, employment contract, job description, warning letters, appraisal report and leaves

Working hours: - 8 hours are official working hours for staff members from 8:00 Am to 5:00 Pm

for five days a week.

Salary payments: - shall be made at the end of each month in USD. As stipulated in staff contracts.

Leave: - D.R.D.O grants all staff members 2 working days of annual leave in each calendar month. Staff may accrue 24 leave days maximum per annum. Five working days of Bereavement/Paternity leave may also be granted per annum. 60 days maternity leave for staff working over one year is also eligible.

Financial: Funds management and accountability System

12.2. Financial Policy

D.R.D.O, as stipulated in the Organizational structure will assign individuals to handle office business transactions to streamline spending. The assigned officials shall be designatories to bank accounts, authorization of payments.

Signatories of duties:

The chairman or any other designate staffs are responsible for authorization of payments and other business transactions on behalf of the organization. The organization Admin/finance officer is responsible for providing and checking the payment.

Treasurer:

The office treasurer is sole responsible for overseeing financial transactions and supervising office payments. The treasurer under the supervision of the chairperson, the treasurer will ensure and supervise the day to day activities of the cashier.

Accountant:

Accountant is responsible for preparing and recording the payment and also recording & maintaining the fixed assets of the organization.

Cashier:

The cashier is responsible for receiving and disbursing the payment after the authorization and

approval. Some of the cashier's responsibilities include;

- Cash management policy
- Receipts/Payments
- Receipts issued for money received/disbursed
- The cashier records all the receipts in the cashbook.

Financial decision making:

D.R.D.O, will base decision making of all department heads. Finance decisions shall be made based on need and past records. Decisions shall be made with the presence of at least one board member during such meetings.

Financial Reports:

D.R.D.O commitment to youth in the region and quality service delivery entails publishing of accounts and transparency. Some of the financial reports include;

- Approved budget
- Cash flow ledger
- Cash reconciliation form
- Budget compliance report
- Fixed asset ledger

Financial reports shall be prepared at an agreed upon frequency of intervals based on organizational needs and donor requirements. In reference to the organizational chart, team members have been given Job descriptions to clarify particular duties and responsibilities. The following are some of the duties assigned;

- Admin/ finance officer prepares financial reports.
- The organization's internal auditor who is the member of the board checks financial

reports.

- The organization’s treasurer pre-approves the financial reports whereas the BoD’s finance committee does final approval for all financial documents.

13.0. Physical Infrastructure

Office and storage capacity

DRDO office consists of 5 rooms (Task Manager, Executive Director and field liaison office, Admin/logistics and Accountant office and boardroom). The organization has a large warehouse (10m²) that will be the storage of the food rations.

13.1. IT capacity

S/No	Item Description	Model	Serial #	Funded by	Condition
(I)	3 Laptops	PSLC8C-01N019	6824795 5Q	Local contribution	In good condition
(II)	Computer	HP/P4	CZC448 19D5	Local contribution	Functional
(III)	Computer	HP/P4	CZC339 82L3	Local contribution	Functional
(IV)	Computer	Dual core 2	DUC445 367	By Diaspora	Functional
(V)	Computer	DELL/P4	CLC793 05P6	Local contribution	In good condition
(VI)	2Printer s	XEROX PHRASES 3140/3148	3870900 340	Local contribution	In good condition

(VII)	4 cupboards				
(VIII)	Mobiles	Nokio/sum sung/ G-tide		Local contribution	Functional
(IX)	3 Vehicles	29101 /31970	ISUZU	Funded by Diaspora	Two cars are functional only
(X)	Internet	Orbit		Funded by Diaspora	Functional

13.2. Procurement & Logistics Policy

D.R.D.O procurement policy is clearly definitive and is intended to be conducted in ways that are compliant with donor regulations and procedures. Procurement requests are made and approved as stipulated in the organizational structure.

Any procurement equal to or above \$500 shall require quotation or bidding basing on the amount of the purchase. A standing bidding committee shall be established comprising of staff members from each of the organizational development. The following is the process followed during bidding;

- a. Bids
- b. Bids analysis
- c. Purchase order
- d. Invoice
- e. Other

DRDO has well trained staff, strong knowledge of commodity tracking and warehouse management. DRDO has (10 m *10M) warehouse in Bali-Busle.

14.0. Subscriptions:

DRDO full subscribes to relevant international policies and rules guiding Humanitarian code of conduct in relation to its staff and general management.

14.1. SPHERE standards

In the process of framing preliminary project ideas and subsequent planning, DRDO had taken in to account some key lessons learnt to be incorporated in the design and implementation phases. A good example of these measures is as follows:

- SPHERE standards and Humanitarian charter as the core tool for effective humanitarian response.
- Humanitarian intervention should be rights based
- Participation of disaster affected people is key to ensure ownership and sustainability
- Application of conflict sensitive approaches in all phases of humanitarian response to minimize negative impacts and maximize positive impacts
- Consideration of cross cutting issues in all project phases

Application of PCM and its best practice

14.2. UDHCR, CHILDREN RIGHTS AND SDGs

DRDO fully subscribes to all the above and all other UN charters, and rights, that promotes transparency. Promotes the rights and equality, and equity ranging from gender to issues to do with racial, religious inclusion among others. We consider all human being equal with inherent same rights and potentials.