ORGANIZATIONAL PROFILE
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WHO WE ARE

We are a national not-for-profit strengthening communities through access to education, health, a better environment & infrastructure, and opportunities for livelihood while ensuring food security. We also reach out to communities affected by disasters.

Our competency also lies in third-party monitoring & evaluation, research, and capacity building, to help make development projects more effective and efficient.
OVERVIEW

TKF fields a staff of more than 487. We have worked on 68 projects across 130 districts in 4 provinces alongwith Islamabad, AJK and GB regions of Pakistan, having directly benefitted almost 2.93 million men, women and children.

Our operations are managed through 5 offices across Pakistan. With 14 district offices in Balochistan and a provincial office at Quetta. Our presence is in all 34 districts of Balochistan.

Similarly, with our provincial office at Karachi and district office at Thatta our presence is in 4 districts of Sindh.

With our 2 district offices at Bannu and Kurram and 1 provincial office at Peashawar, we are present in 7 districts of KhyberPakhtunkhwa.

We also have an office in Multan as we expand our work in Punjab.
We envision a developed, self-reliant and resilient Pakistan, where every citizen has access to all basic human rights irrespective of their gender, religion, and socio-economic status.

We work with donor agencies we share our vision with as a front-end implementing partner to bring the change we envision in our society. Our partnerships are based on trust, collaboration, and compassion.
KEY AREAS OF WORK

EDUCATION

HEALTH

ENVIRONMENT & INFRASTRUCTURE

LIVELIHOOD

SAFEGUARDING & PROTECTION

THIRD-PARTY MONITORING
SECTORAL EXPENDITURE

Below indicators are presented to demonstrate our capacity in implementation of projects.
GUIDING PRINCIPLES

TKF’s guiding principles are based on global best practices, experiences emerging from TKF operations:

1. Protection:
TKF programmes will aim to further respect for human rights as outlined in the Universal Declaration of Human Rights, the International Covenant on Economic, Social and Cultural Rights, and the 1951 Convention relating to the Status of Refugees. In addition, programmes will be designed to support an operation’s overall protection strategy and related protection priorities. They will protect and foster people’s dignity as linked to economic independence and self-reliance.

2. Age, Gender and Diversity (AGD):
TKF programmes will follow AGD approach by ensuring the active participation of diverse and representative groups of communities. TKF will ensure inclusiveness and accessibility for specific groups of concern including women, adolescent girls and boys, older persons, the young, persons with disabilities.

3. Equity:
TKF will ensure that communities have equal opportunity to participate in our interventions.

4. Access:
TKF will support access to local services and programs. The Agency will invest in national programmes to extend existing services or create services where they do not exist, benefitting vulnerable communities to contribute to the economic well-being of a region.

5. Sustainability:
TKF programmes are planned for long-term self-reliance. Beyond the initial emergency phase where intensive support may be necessary, initiatives must help people build the knowledge and skills pertinent to their mid-term and long-term goals. Activities will form part of integrated programmes that span the project cycle from planning to implementation to phase-out.

6. Community empowerment:
Communities should participate in all stages of planning, needs assessment, implementation, monitoring and evaluation in order to design appropriate and sustainable programmes. Enabling strong communities is a vital part of supporting self-reliance. Interventions should build upon the knowledge, skills and resources present, and aim to enhance them further while strengthening community leadership and integration.

7. Appropriateness and reliability:
TKF programmes should be appropriate and tailored to context. They should be targeted to people best able to achieve self-reliance goals, be
consistent in their approach and delivery, and take into consideration the economic status and interests of the local population. Vulnerable communities should be able to rely on interventions appropriate to their strengths and needs. Donors and governments should be assured that programmes will contribute to the economic well-being of the entire community.

8. **Enhance local markets:**
TKF programmes will strive to strengthen the local market by providing an injection of skilled labour, consumers, and traders. TKF will work with local governments, businesses, trade and labour associations to build on existing market opportunities, benefitting communities. Vulnerable community will receive cash-based assistance and trainings where appropriate, empowering them to make decisions while supporting local markets.

**PARTNERS AND DONORS**

[Logo images of various organizations]
1. INTRODUCTION

Tameer-e-Khalaq Foundation (TKF) is a national-level non-profit NGO founded in 2004 for the purpose of bringing sustainable positive change to some of the most consistently excluded and deprived communities across Pakistan. Beginning its journey with meagre resources and staffed by a relatively inexperienced group of idealists, they were none-the-less determined and in just 2006, managed to convert their efforts into a much-needed public school in the district of Quetta. From this proof-of-concept of their vision, the non-profit NGO has grown dramatically and rapidly. Today, TKF is currently engaged in following main thematic areas:

- WASH, Environment, Shelter & NFIs
- Basic Health Services and Nutrition
- Empowering Community through Protection, Education, and Livelihoods
- Infrastructure
- Agriculture & Food Security
- Third Party Field Monitoring

And its efforts in these areas have so far reached and improved the lives of many hundreds of thousands of people.

TKF is a dynamic organization following an integrated approach to have the value for money. The organization does not believe in a "One size fit all" approach. We believe that innovation & customization are the keys to success. Our strength lies in our teams' collective experience and insight accumulated over years of working in the development sector. Having a good understanding of the work dynamics, policy framework, management structures and practices of the development sector, we are well-positioned to take up diverse and challenging assignments.

1.1 Management & Legal Status

The organization is managed though an organized hierarchy led by a Board of Directors, a Chief Executive, a Deputy Chief Executive, a Provincial Head and a Manager/In-Charge for each core program. A list of our Board of directors is below:

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<td>Syed Ghulam Muhammad</td>
<td>Agriculture/Security Specialist</td>
<td>Chairman</td>
</tr>
<tr>
<td>Irfan Khan Luni</td>
<td>Development Sector Activist</td>
<td>Non-voting member</td>
</tr>
<tr>
<td>Fozia Luni</td>
<td>Educationist</td>
<td>Member</td>
</tr>
<tr>
<td>Qaiser Khan Luni</td>
<td>Businessman</td>
<td>Member</td>
</tr>
<tr>
<td>Rabeea Ahmed</td>
<td>Cash Transfer/Food Security Expert</td>
<td>Member</td>
</tr>
<tr>
<td>Tasmeena Tahir</td>
<td>Economist</td>
<td>Member</td>
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2. STRATEGIC APPROACHES

Strategic approaches are the actions TKF will carry out to ensure appropriate, effective, and innovative programming. These approaches are ways of working that cut across all units and field offices of TKF.

2.1 Partnership and Coordination

TKF will continue to build partnerships and coordination with a diverse range of donors, UN agencies, international organizations, and international NGOs. The Agency will increase engagement with specialized partners for market-based, targeted initiatives.

2.2 Capacity-Building

All activities will aim to provide people and organizations with more skills and knowledge than they had prior to participating. Programmes will go beyond transferring assets by adding a training component and other capacity-building activities to projects. TKF will ensure that staff, partner organizations, local governments, communities' benefit from the capacity building programmes.

2.3 Communication and Advocacy

TKF will communicate information about programmes and related activities to local communities, partners, local governments and donors. Messages will be transparent and carried out in culturally appropriate and accessible ways. The Agency will engage in advocacy activities including awareness-raising events to promote ideas and receive feedback from communities and other stakeholders.

2.4 Integrated approaches

The households are integral to many sectors including SGBV, education, health and nutrition, water, sanitation and hygiene, energy, environment, settlement and shelter. TKF will work with other sectors to collaborate and coordinate activities. The agency will ensure that interventions for disadvantaged take into account the needs and interests of communities.

2.5 Measurement

TKF’s results-based management tool is currently the main source of all data. The aim is to track how the interventions affect people, and detect problems or unintended consequences as early as possible. The aim is to track how the interventions affect people, and detect problems or unintended consequences as early as possible. TKF is committed to finding creative and innovative ways to ensure that communities can access livelihoods and protection, that improve their well-being and dignity. The agency will explore ways of linking communities to new technologies for training, employment, and entrepreneurship. The Agency will engage advisors to help communities' benefit from new opportunities.
3. POLICIES & PROCEDURES

Tameer-e-Khalaq Foundation has developed clear and comprehensive policies for its various management systems. Documented policies and procedures provide guidance and a basis for consistent treatment of financial matters, Code of conduct, Gender, Child, Safety, and Human Resource and the foundation for controls and accountability.

3.1 Human Resource Management

Tameer-e-Khalaq Foundation strives to create a recruitment process that is ethical, clear and transparent. TKF places due priority on hiring from the local population whenever it can and for each position, focuses only on looking for candidates with the right competencies who show strong potential while avoiding any misbias due to gender, ethnicity or conflict of interest.

After hiring, TKF’s HR policies aim to facilitate a transparent and equitable working environment which reflects the organization’s overall Vision for a better society. We put in effort to maximize employee satisfaction and workplace harmony (which TKF believes is key for productivity and effectiveness in the face of demanding challenges). Policies towards this effect include clear job descriptions, a unified organizational ethos which addresses professionalism and ethical conduct, an openly viewable and attractive salary and benefits structure (which includes social benefits as well as fair per diem policies for all employees) and a clear and documented performance appraisal system. All of which is implemented through a clear management structure and reflected precisely in pre-written contracts.

3.2 Financial Management and Administration

TKF has a strong financial accounting system in place which meets all set standards to fulfill donor requirements. It is based around the principles of transparency, efficiency and accountability.

For transparency, TKF emphasizes adequacy of accounting and bookkeeping practices (including cash-books, General Ledgers, Bank Reconciliation, Trail Balance, petty cash register and other supporting documents for records) and completeness of financial documentation. According to partner requirements, we also maintain separate bank accounts for funding from each of our partners. In addition, Quarterly audits are undertaken to further improve financial system and enhance transparency. This control mechanism supports in covering gaps and responding to them in timely manner.

The external audits are conducted by third party at the end of every grant. The internal audit and control system facilitate the external audits and supports in meeting the requirement of donors. The organization uses QuickbookTM software which supports in securing procedures of punching data, helps in generation of
reports and provides backup of data. This software does not allow changing, editing or deleting data, once it is translated to GL.

For efficiency, we emphasize receptiveness and responsiveness to our partner organizations’ finance and procurement recommendations. In addition, our finances are managed through modern accounting systems (e.g., serialized voucher systems, etc.) & centralized cash and liquidity management and forecasting.

For accountability, TKF holds annual audit of accounts and provides timely and accurate financial analysis and reports based on their results openly to its partners. TKF’s Documentation is also reviewed internally to exercise adequate controls on disbursements and purchases. TKF’s internal organizational ethos and policy on ethical conduct serves as the basis for encouraging whistleblowing and appropriate consequences for misconduct.

### 3.3 Procurement and Assets

TKF’s wealth of previous experience in projects involving large scale procurement (see list of projects below) showcases its capacity to manage and track assets on a large scale in a responsible manner.

TKF complies with all standard and partner-specific procurement guidelines and maintains a policy of ensuring adequate documentation of the process. In addition, as per its financial policy, guarantees receptiveness and responsiveness to its partner’s procurement/financial recommendations.

### 3.4 Project Planning and Reporting

TKF’s project management strategy is based on having clear-cut and comprehensive initial planning along with regular internal reporting to allow that plan to change based on circumstances. The first crucial stage includes project planning meetings towards the development of a detailed implementation plan with clear rules and responsibilities and expected outcomes of activities. This activity is performed with the project staff involved as well to enable them to clearly understand the project objectives and activities and have an input for their experience. Monitoring mechanism and performance and progress indicators are finalized.

This is all complemented with the preparation of a review process protocol based on field reports that allows the management to adapt initial plans based on ground realities and allows the organization to remain flexible.

The organization believes in setting priorities based only on realistic plans available to achieve them, and as such can be relied upon to submit realistic and detailed budgets and working strategies, in addition to regular budget reviews and cost-effectiveness assessments.

Therefore, appropriateness and quality of project design and proposals as well as regularity of accurate project reports is a priority of TKF.
3.5 Project Implementation and Performance

Through TKF’s past experience with implementation, along with its policies of maintaining clear frameworks and plans, the organization has a reputation for reliability in terms of timeliness of project delivery, achievement against project targets (our efficiency), and achievement against impact targets (our effectiveness).

TKF’s implementation and performance policy is based on the principles of clear initial planning, continual review and flexibility of implementation based on said review.

As such, internal project monitoring and evaluation of performance are incredibly important to our project implementation, and in helping ensure our project targets are reached. The completeness, accuracy and timeliness of reports produced by internal monitoring is maintained to a set standard, and regularly shared with partner organizations and centralized TKF management, whose feedback is then incorporated into efforts on the field.

In addition, community participation and consultation in project development is also kept a priority and used to inform implementation.

Lastly, overall expertise and above-adequate (based on initial plans) number of project staff ensure a high level of operational capacity and ability to adjust project to address challenges as required.

Because of its policies, technical expertise wealth of experience, TKF brings proven credentials in terms of quality of services rendered to the table.
FOOD SECURITY & LIVELIHOOD

TKF has been undertaking food security and livelihoods projects in different regions since 2010 in partnership with UNWFP, UNFAO, UNOCHA and IRC. In Balochistan alone, we have 15 successfully completed projects which included provision of climate resilient agriculture inputs, cash transfers, irrigation infrastructure, kitchen gardening, Farmer Field Schools, tree plantation, poultry rearing, Fodder packages and capacity building of new agriculture practices to men and women farmers. Cash transfer support to 17,766 vulnerable beneficiaries, demonstrating our cash transfer experience.

TKF has also trained youth in marketable and high demand vocational trades and provision of support for establishment and re-establishment of their livelihood and Current ongoing skill trainings with 9,000 female beneficiaries. TKF has strong linkages and partnership with Partnerships with food security and agriculture working group, cash working group, livelihood working groups, including NAVTAC, BTEC, TTC Balochistan, Afghan Consulate and MORR.

The overall portfolio of our food security and livelihood program is more than 4 million USD wherein benefited 213,500 beneficiaries in completed FSL project across Pakistan.

The market in Pakistan is drastically changing for both skilled and unskilled laborers. There is a growing demand for specialized skills, while demand for unskilled labor has decreased. Due to non-availability of skill training centers, the labor pool has also significantly decreased leading to unemployment and missed potential. Unskilled laborers must drop out of the job market or increase their skill level.

To alleviate this, TKF has been a very strong advocate of non-formal education and believes that it is the key to extend the livelihood opportunities to the poor eradicate and eliminate poverty and hunger and promote sustainable, inclusive and equitable economic growth and development. This is especially true in an environment like Balochistan where the economy is direly in need of skilled labour and youth are direly in need of positive coping mechanisms to contribute to their family’s income. Furthermore, unemployment and poverty remain the systematic root causes to the rise and violent assertion of intolerance, crime and extremism. Unemployed youth are often exploited by criminals and militants.

Therefore, to help build a socially cohesive and tolerant society, TKF have been engaging youth in positive activities such as skill development programs. Since its inception, TKF has successfully trained more than 4,500 Pakistani and refugee youth (both males and females) in trades which will increase their income and economy mobility.
Other innovative solutions for alleviating poverty in rural areas employed by TKF includes Micro-finance. Micro-finance helps very poor households meet basic needs and protect against risks. The use of financial services by low-income households is associated with improvements in household economic welfare and enterprise stability or growth; By supporting women's economic participation, micro-finance helps to empower women, thus promoting gender-equality and improving household well-being.

**Sponsoring and Microfinancing of Women-lead Poultry farming in UC Hanna, Quetta**

Under the project “Improving livelihood through women lead poultry farming in UC Hanna, District Quetta, Balochistan”, TKF successfully led an intervention for introducing sustainable poultry-farming as a viable small business to support income generation of poor women in marginalized rural communities of Balochistan.

The formation of Female Enterprise Groups was pivotal to the project theme. This activity had two main objectives. Firstly, women would be organized in groups (essential for training components) and secondly, it was planned that these women will collectively sell eggs in market to maximize profits and establishing enterprise. Micro financing was done to allow women to purchase materials (including feed) and support themselves while in training.

With the poultry distributed, guided training was conducted among the targeted beneficiaries aimed at creating maximum efficiency for their livelihood and livestock business. The project has contributed in women's independence, roles in their community, their social cohesion, and improving their family's living conditions.

The project has made significant efforts to make the backyard poultry farming sustainable. The women were taught that how they can use leftover meals and other cheap items (calcium stones etc.) for ensuring good nutrition of the birds. Most importantly, the link between nutrition of birds and their egg laying capacity and of course its link with the income generation was discussed. The session on poultry breed selection and nutrition was conducted in community locations just like the other sessions. An area specific training manual was developed prior to the commencement of these sessions and the master trainers were trained on these topics.

The tools used for trainings were flip charts, pictorial manuals, group
discussions, role play and lectures by master trainers.

**Improving water access to agriculture through revival of indigenous irrigation methods**

Tameer-e-Khalaq Foundation completed this project for GIZ under the RAHA program which was approved after several stages of revision. The project was aimed at improving water availability for the people of Bagh Viala and improving their livelihood.

The project started on August 15th, 2012 and by its completion period, December 15th, 2012, the project had improved the living conditions of 2251 people of Bagh Viala, Barshore Tehsil, District Pishin through rehabilitation of a Karez, construction of water channel and through building their capacity in water management. The water channel construction reduced water losses by 25%-30%. The increased availability of water from Karez increased agricultural productions and proved useful in bringing more area under cultivation.

Increased water discharge from Karez ensured sufficient water is available for drinking purposes. It is also showed that capacity building on low delta Agriculture crop production helped in introducing other profit able crops in the area. It is also very important to mention here that TKF learned through CAR office that adjoining rural areas of Pishin, Quetta have also requested similar Karez rehabilitation projects in their areas. It is very safe to say that this project has acted as a trendsetter.
Microfinancing and providing vocational training to Afghan-owned Small Businesses in Quetta

Tameer-e-Khalaq Foundation partnered with Norwegian Refugee Committee to sustainably improve living standards of registered Afghans residing in Quetta by providing them with vocational training for a number of trades (such as plumbing, electricianing, tailoring, mobile repair, embroidery) and microfinancing to enable them to temporarily leave the job market to learn a trade and then helping them with developing entrepreneurial skills and marketing their business. 9 vocational training centers were established.

Previously, most Afghans families were reliant on unskilled labour, which paid extremely poorly for the needs of a refugee family and was not a viable means of income throughout the year.
GENDER AND SAFEGUARDING INTERVENTIONS

TKF is proud to have designed its own gender development policy framework, with which all programs, projects and interventions are aligned. TKF has the following policies in place to safeguard the rights of staff and clients (i.e. target communities): child protection policy, anti-harassment policy, grievance settlement policy, anti-fraud and whistleblowing policy, and the child safeguarding code of conduct. After every six months, staff receives refreshers on gender and safeguarding. All staff members must sign the code of conduct at the time of their recruitment.

TKF puts a heavy emphasis on providing a conducive environment to female staff. To ensure this, TKF has adopted some affirmative actions i.e. women-friendly spaces (separate common room with washroom facility, so that female staff can spend their break time there and if any female wishes to bring her children, she can utilize the facility). Females are also provided pick and drop facility. TKF also provides maternity and paternity leave to its staff at the birth of new baby. TKF also ensures equity in staff hiring, at the board, management, and field level. In our Leave No Girl Behind TEACH project, more than 90% of staff is female at the field level, including WPE officers, MEAL team, social and inclusion team, mentors, instructors, and skilled trainers.

IMPLEMENTATION LEVEL

Training and Awareness Program

- For better understanding and to impart trainings with targeted community, TKF has translated the IRC’s manuals on Girls Shine life skills (for clients) and Girls Shine caregivers manual (for parents and caregivers) into Urdu, the national language
- All staff under TEACH project have received training on gender & development and safeguarding. They also receive refreshers on same topics on a regular basis.
- Awareness on safeguarding, gender and social inclusion is an ongoing process at the field level. TKF also ensures the inclusion of sub-groups in its interventions i.e. Persons with Disabilities (PWDs), minorities, clients with early marriage, mothers and clients engaged in labor work. This allows us to keep a more intersectional and inclusive approach.
- Under the TEACH project, TKF is directly working with 7180 female clients in Balochistan. All these clients have received sessions related to safeguarding. At the field level, adolescent clients are receiving lessons through the Girls Shine life skills manual on a regular basis. Not only is TKF supporting girls’ education on a primary level, but also a secondary one; to develop an enabling environment for girls’ education, more than 7500 boys and men of target areas are sensitized on safeguarding and gender related issues through 1300 tea/coffee sessions. Along with this, more than 3000 parents and caregivers participated in sessions related to safeguarding and gender through caregiver sessions in the Girls Shine caregiver curriculum. 1240 sessions were held with caregivers of clients
- Awareness on safeguarding and GESI is given to village support groups through 480 sessions.
- Awareness on safeguarding and protection issues is an ongoing process at field level.
• 250 community safety action plans are developed and completed to promote girls’ education.

Case Referral and Management Mechanism

To strengthen the referral mechanism, the following steps are taken under TEACH project:

• MoUs are signed with Women Development Department, Social Welfare Department, Health Department, Office of Ombudsperson, Regional Office of Human Rights, and others, so that if any case of child harm or GBV is identified, it can be referred to relevant concerned facility of government service providers and referral pathways established at Quetta and the district level.

• Referral pathways are developed, translated and updated after every six months.

• 5000 copies of referral pathways (05 districts) are disseminated in Girls Shine classes, caregivers, village support groups and government service providers.

• Orientation on the referral pathways is given to all stakeholders

• Designated safeguarding officers (DSOs) are appointed at the field level, and are responsible for the identification and reporting of concerns / cases. These DSOs are also trained on case identification and referral tools

• TKF has appointed caseworkers in SWD in all TEACH project focused districts for case management. These caseworkers are positioned in district offices of SWD. They follow the SOPs of SWD for case referral and management.

Data Management

• TEACH-MIS is updated on regular basis. It contains information of social inclusion and gender segregated data.

TKF as Part of Advocacy Forums at the Provincial Level

TKF is the part of the following networks in Balochistan;

• Ending Violence Against Women and Girls (EVAWG)

• Referral Partner Network (Breaking Barriers women)

• Provincial MHM (Menstrual Health Management) network

• Member GBV working group UNHCR.

Tools

• Case identification, referral, reporting tools are used with GESI lens

• TEACH also updates its risk register on quarterly basis

• TEACH updated the GESI tool after six months.
Under the BHES program, Tameer-e-Khalaq Foundation has been working on Health, Protection, GBV, Nutrition and Community Development Services for Afghan Refugee Villages of Pishin and Quetta districts. The program is funded and supported by American Refugee Committee (ARC), UNHCR and BPRM. The program targets the following Afghan refugee areas:

- Model BHU (with Labor Room and Lab services) at Surkhab Model – District Pishin
- BHU at Surkhab IV – District Pishin
- BHU Surkhab V – District Pishin
- BHU at Old Saranan – District Pishin
- BHU at New Saranan – District Pishin
- Labor Room at Mohammad Khail – District Quetta (Ambulance available/functional 24/7)
- Voluntary Repartition Center at Quetta

The program is being implemented for the following objectives:

**To provide preventive and curative health care services**

The project ensures the provision of integrated primary and reproductive health care services to approximately 85,000 Afghan refugees in the Surkhab, and Saranan old refugee villages. It also provides reproductive health and emergency obstetrics care services to approximately 13,750 refugees in the Mohammad Khail camp, who have settled in Baluchistan over the last 20 years. TKF works with both recently arrived refugees (post 9/11) and refugees who have settled in Pakistan during crises of Soviet Invasion and occupation, Taliban Regime.

Prior to TKF’s program, the Afghan refugee areas were badly neglected; pregnant women often faced unsafe deliveries at home as no emergency obstetric care facilities for handling high risk and complicated deliveries were available or accessible. Most of the women had to rely on traditional methods of managing deliveries and the resultant complications often ended in the death of the newborn and/or the mother. TKF’s program introduced emergency obstetrical services and emphasized capacity building of traditional birth attendants. TKF has trained 260 Community Health Workers (CHWs) and 205 Traditional Birth Attendants (TBAs) to date, who now provide skilled service to these women. These TBAs also now identify and refer high-risk and complicated pregnancies to the TKF managed Labor Room. The Labor rooms are maintained according to WHO standards and are fully equipped with modern facilities like ultrasound.

Interestingly and unexpectedly, after running Labor rooms for some time, TKF staff recognized that they were becoming de-facto social hubs in the Afghan camps for women who came to rely on their care for more than just labor. In response, TKF has increasingly equipped these rooms to offer additional value to the camps.
Now the Labor room are also a hub for managing:

- Adolescent RH
- Youth clubs
- Regular community health education sessions
- HIV/AIDS Awareness
- Mother Child-Care education
- Gender Based Violence prevention and treatment program

It also serves as a hub for the “awareness raising and counseling Out Reach Worker’s program”

To reduce the HIV/AIDS transmission through awareness

This component provides mass awareness of HIV/AIDS to the target communities through Voluntary Counseling and Testing (VCT). Councilors, Master Trainers and OutReach Workers are regularly sent on site to conduct seminars and training at organization of events.

To provide the community with well-trained TBAs and CHWs

100% of Youth Club Members received training on GBV, STIs. HIV, RH, Mother Child Care, Malaria, Diarrhea and other common diseases. This component has a dedicated staff of 5 master trainers. In 2012 TKF trained 2400 youth club members and general public on these issues.

Increase and maintain EPI coverage

TKF continues to provide the Expanded Program of Immunizations comprising Penta, Hemophilus Influenzae type B (Hib), Diphtheria, Pertussis (or whooping cough), Tetanus, Hepatitis-B, measles, polio, BCG, TT vaccinations and Hepatitis B vaccines for children under 1 year of age. During January to December 2012, 1435 under-1 child received birth BCG and are protected against Tuberculosis. 1459 children under 1 were vaccinated against measles. 4202 doses of DPT were delivered to children under 1 year. 1439 children under 1 were fully immunized against TB, measles, diphtheria, pertussis, and tetanus. BCG, measles, and fully immunized coverage continue to be above expected benchmarks due to monitoring by the EPI supervisor, and close coordination between LHVs and vaccinators.

Promotion of Primary Health Care (PHC) and Reproductive Health (RH) messages to adolescent Afghan girls through Youth Clubs

TKF established Youth Clubs for adolescent girls and boys to provide psychosocial support through gathering in addition to gaining useful
social and vocational training. Two Youth Clubs were established in New Saranan and Surkhab Model Town for 70 adolescent girls. Beneficiaries reported that they pursued a number of different skills and improved their knowledge of health issues. For boys, TKF has established 4 Youth Clubs where they receive health education and football training.

Figure 8: Master Trainer is conducting a session on Reproductive Health

To provide counseling and treatment services for victims of gender-based violence in a culturally appropriate and clandestine manner

Within refugee communities, sexual and gender-based violence is an especially serious issue. Commonly, women here are victims of domestic violence at the hands of their husbands, in-laws or immediate family. This violence inflicts both psychological and physical harm. To address this issue, TKF established a Gender Based Violence program and developed a system that involves active screening, crisis debriefing, case management and counseling.

When necessary, TKF also works with law enforcement to facilitate interventions.

To increase the awareness of the local community

The Community Mobilization Program uses participatory processes to involve local institutions, local leaders, community groups, and most importantly, members of the community to organize collective action toward a common purpose. Community mobilization is characterized by respect for the community and its needs. TKF conduct surveys both general and those focused on specific program objectives, such as health surveys. The main focus of those surveys was to promote awareness and action to satisfy a mandate. To provide data for results from a well-designed com-
implementation of a plan to realize the future, community planners may also realize that there is more than one way to accomplish the vision.

**Malaria Control Program**

Patients suspected to have malaria are referred from either the OPD or by Out Reach Workers (ORWs) working in the community. During the year 2012, 1496 patients were tested for malaria and 216 identified as positive for malaria using the TKF Laboratories. There were 201 Vivax and 15 Falciparum cases reported.

**To provide a comprehensive RH program to reduce infant and maternal mortality/morbidity**

The seven health facilities managed by TKF provides facilities to register pregnant patients for antenatal examinations. Pregnant women are vaccinated against Tetanus, Toxoid, screened for Syphilis through RPR tests, Blood examined for grouping, Rh incapability’s screening is also done. TKF also screens hemoglobin % age, urine for albumen and sugar to detect diabetes and antenatal screening of high-risk pregnancy. One of the common causes of neonatal mortality is the development of Neonatal Tetanus. Immunization is carried out in the Antenatal Clinic through Tetanus Toxoid vaccination. Efforts are made to ensure that all antenatal cases receive at least two doses of TT vaccination. Pregnant women reporting for delivery are assisted in safe and clean deliveries. Postnatal visits are carried out to follow up and also to check any complications arising due to infections or some other complications. In 2012 On average TKF provided antenatal services to 950 women per month. On average 233 women receives post-natal services.

**Polio Eradication Campaign & Third-Party Field Monitoring Activities**

TKF regularly participates in polio eradication efforts arranged by the GOP. During National Immunization Days (NID) campaigns, TKF is providing door to door polio vaccination in the refugee villages and in year 2012 gave
a total of 204,094 doses of polio vaccine.

TKF is providing effectively and regularly field monitoring visits to the development and humanitarian activities in the targeted districts of Balochistan and Sindh from September 2017. The manpower of TKF to implement the UNICEF Projects for this project was as under: TKF UNICEF EPI Staff: 116 team members

TKF UNICEF TPFM Balochistan Staff: 22 team members

TKF UNICEF TPFM Sindh Staff: 18 team members

TKF UNICEF NNS Sindh Staff: 5 team members

TKF UNICEF Polio Staff: 32 team members

Total Strength: 193 team members

**TB DOTS program**

Facility of Sputum test for TB Patients is available in TKF's seven health facilities. In line with WHO & DOTS program, TB treatment is provided by doctors for a period of 8 months. Patients are provided with follow-up by outreach workers. A total of 21 patients were provided with TB DOTS treatment during 2012.

**Growth Monitoring**

TKF emphasizes the importance of growth monitoring and ensuring adequate nutrition to all families with children less than 1 year of age and specifically focuses on providing services to high-risk children aged 1-3 through daily OPD clinics. The Growth Monitoring program is essential to ensure healthy physical and mental development of all children under 1 and high-risk children between 1 and 3. Last year, 1194 infants were routinely screened as part of the Growth Monitoring program. Total 1.0% were found to be below the expected weight for the given age and were enrolled in the high-risk program and will be monitored every month for weight gain until 3 years of age.

**Learning Center**

The classes for the first session of the TKF LC commenced on 4th September 2012 and 60 registered students completed the course on December 2012. 60 students were selected for the first intake of classes. The teachers and students followed curriculum developed for the Computer lessons and English language. From August through December 2012 (5 months) a total of 69 sessions have been held (approximately 17 sessions per month) with 322 participants (average of 80 participants per month). This is beyond the annual target of 24 sessions (6 camps x 4 times) with 100 – 120 participants. A selection criterion was set up for the enrolment of students for English and Computer classes. 120 students of ages varying between 12-18 years appeared in the entry test and 60 students qualified for the session securing 40% marks. However, one candidate from each beneficiary family was enrolled at a time.
Figure 11: Engaging Community Elders on various issues, including disease control.

Figure 12: Staff conducting awareness on violence and other issues.
The main objectives of this program are the provision of
- Community Physical Infrastructure,
- Drinking Water Supply Schemes
- Water Management and Sanitation schemes
on a sustainable basis in rural areas and urban suburbs of Baluchistan. All the while avoiding the environmental impact of present poorly designed schemes (for example, through protection of water sources from contamination and pollution and conservation of natural resources).

The E&I section is currently working in five districts of Baluchistan: Sibi, Ziarat, Pishin, Bolan and Quetta.

<table>
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<th>Essential Infrastructure Delivered to impoverished communities</th>
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<td>Culverts</td>
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<td>Mud Reservoirs</td>
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A few glimpses of emergency and permanent infrastructure schemes under this program:

**Implementation methodology**

For implementation under the E&I program, TKF, over the years has developed and adopted culturally tailored and environmentally sensitive development models. Bottom-up development methods combined with comprehensive Community Mobilization strategies; the organization has been able to produce good results.

When TKF intervenes in an area, development work is initiated after formation of Community Organizations (COs). A CO is formed at community level. It is a democratic organization of individuals (men and women) of an area. It passes a resolution for initialization of development scheme.

The CO also takes responsibility for collects its share from the CO members which is used as the CO share in a development scheme. The simple taxation agreement reached by the CO is also used for continued maintenance of provisioned schemes. Care is also taken to make sure employment opportunities for the community are also created. Under the supervision of field engineers, locals gain valuable experience in the building and maintenance of critical infrastructure, such as drainage for rains and sanitation and the building of wells.

Thus, from beginning to finalization of a scheme, the community is involved in a leading role in all phases. TKF’s role is then to provide technical guidance and assistance to communities in overall management. This ensures transparency and that the targeted beneficiaries own and sustain the provisioned development scheme.

Figure 13:Community Participation is ensured at all levels of an intervention. Full community briefings on new projects is carried out before implementation. Afterwards, briefings on proper use and maintenance of new projects is conducted as well.
Our Expertise in Shelter

TKF has significant technical expertise in the field of transitional shelters. The organization possesses a pool of human resource that has sufficient experience in design and construction of shelters in emergencies. Till date, the organization has worked with UN-HABITAT, ED-LINKS and Qatar Charity in several shelter projects. The team at TKF has designed and implemented all major types of shelters. This valuable experience and knowledge has enabled TKF to achieve new levels of perfection in the art and science of shelter based projects.

TKF takes pride in providing technical consultancy to International Organizations in Shelter Designing and rapid production.
EDUCATION

Since its inception, Tameer-e-Khalaq Foundation has been actively involved in the Education sector. The section of TKF aims at improving the standard of formal Education while significant interventions have been taken for non-formal Education where formal education is currently unfeasible. TKF has established specific standards and guidelines for working in this sector the most important of which is that we recognize this program as value driven rather than incentive based.

The program addresses the Education related problems at four interlinked but distinguishable levels:

- **Students** (Applying modern learning techniques, access to information, prevention of corporal punishment)
- **The Community** (Parents, Social Mobilization, Involvement)
- **Teachers** (Training, promoting those with proper qualifications, capacity building)
- **Physical Infrastructure** (Strengthening of WATSAN facilities in schools, provision of furniture etc.)

Whereas the interventions are designed under one or more of the above-mentioned levels, TKF has recognized the importance of incorporating all of the above-mentioned levels in an intervention. The organization is currently working with the support of following donors in the Education sector:

- UN-HABITAT
- Qatar Charity
- ED-LINKS
- Bali Trust

The overall goal of the education program is promoting enrollment and improving the standard of education. The program works in accordance with the MDG 2 (Education) and MDG 3 (Gender Equality). Prioritization of female schools is an important characteristic of the program.

For quality delivery and sustainability TKF works on widely accepted standards such as the “UNICEF’s Education Supplies Standards” with slight customizations to suit local & cultural needs. The standards are followed specially in case of classroom supplies, student supplies and recreational supplies etc. In addition to this TKF has identified most economical means for catering the supply-based needs of schools for ensuring program success.

TKF with support of CIDA BRF fund, implemented one-year non-formal education project in district Quetta at Nawakilli, Jungle Bagh and Pashtun Bagh. Children and youth, having been denied the opportunities of Education or leisure, are engaged in dangerous and degrading work like garbage picking and beggary on streets. They are not aware that in many countries, it is considered inhumane for this age group to have their right of education ignored and instead be used as labour. Again, they are at extreme risk of exploitation and harassment by others. They are at the risk of falling into the trap of radicalization. Specific locally suited and real efforts are required to save them from this evil.

Through this component undertaken in Pashtun Bagh, Nawakilli and Jangle Bagh. The stated areas are Afghan Refugee saturated areas with little hosting populations. It was noted that some 11% of total Afghan Refugees in Pakistan reside in Quetta district causing extensive burden on the local resources and facilities. The areas of Pashtun Bagh, Nawakilli and
Jangle Bagh mostly consist of Pashtun, Uzbek, Tajik and Turkmen tribes.

TKF established non-formal education center in each target intervention, hired qualified teachers, and hired an external consultant who designed a 6-month non-formal education curriculum suited to the children’s current level of literacy as well as a general health and practical learning manual. TKF arranged 4 days intensive formal training for a large number of teachers on the curriculum and learning manual.

Under this project, education awareness sessions were also held for parents and TKF arranged volunteering and hiring of professional TV artists who carried out theatre performances and interactive awareness raising.

The project achieved the following:
- 400 children (aged 5 – 16) have improved personal, social and emotional development.
- 400 children (aged 5 – 16) have improved Communication, Language and Literacy.
- 400 children (aged 5 – 16) have improved Health and Hygiene Behavior.
- 400 children (aged 5 – 16) are under decreased risks of physical and sexual abuse.
- 500 parents are aware on the importance of Education and consequences of hazardous child labor.

TKF implementing another education project in District Bannu with the support of IRC as donor. Through this education project three UCs Mamash Khel, Mumbathi Barakzai and Nurarr and these UCs nominated by District Education Department. A MoU signed with Government Education Department. The project started on November 11, 2014 and the project end period is April 30, 2015, through this project 14 formal education centers were established (7 each for Girls and Boys). The formal education targeted 8 Government schools four for girls and four for boys and other 6 centers were rented with same gender target group. The project target to enroll 3500 students in 14 centers was successfully achieved with all students having been provided books and stationery as well. In addition, repairs & renovation work was carried out in targeted schools.
Figure 15: Introducing Activity Based Learning

Figure 16: Introducing Reading Corners

Figure 18: A tent School in Ziarat (Before)

Figure 17: School Rehabilitated (After)
DISASTER RESPONSE

Due to the country’s disaster-prone geography, as well as its widespread lack of preparedness, the people of Pakistan have proven especially susceptible to having their lives severely disrupted by disasters such as droughts, floods, earthquakes and cyclones. In addition to a diverse range of natural hazards, the country is also regularly affected by man-made calamities and is currently home to the world’s largest refugee population (over 3 million people from Afghanistan). The following are some types of disasters that Pakistan has faced in the last half decade:

- Seasonal / Flashfloods
- Droughts
- Earthquakes
- Sectarian violence
- Terrorism
- Internal conflicts
- Epidemics

As such, TKF (being a highly active social welfare NGO which is often active in the most vulnerable areas even before emergencies), has gradually developed expertise and contingency plans to prepare for disaster response and management, specializing especially in relief and rehabilitation operations. For example, the Emergency Response Section of TKF has helped in distribution of donated aid and maintained stockpiles of relief items like NFIs, emergency toolkits, etc. in its warehouses in Quetta and Mardan, for quick deployment in the event of emergency.

TKF has also developed expertise in ASSESSMENT based assignments and has completed a significant number of assessments in different types of disaster zones. Speedy assessments are crucial while responding to a disaster, because efforts must always be directed at creating a need-based intervention.

A lack of accurate assessment can lead to an ineffective relief response and needless loss of life. Some important assessments completed by TKF are as follows:

- Multiple Indicator Assessment of Flood Affected areas of Baluchistan including Barkhan, Kohlu, Naseerabad and Sibi under supervision of UN-HABITAT (Flood 2010)
- Shelter and WASH need Assessment in D.I. Khan in consultation with UN-HABITAT (IDP crises 2009)
- Assessment of damages of 80 schools in Mardan in consultation with UN-HABITAT (IDP crises 2009)
- Assessment of damaged Infrastructure in Mardan in consultation with UN-HABITAT (IDP crises 2009)
- Assessment of damaged infrastructure for Ziarat and Pishin (post-earthquake 2008) in consultation with Qatar Charity
- Assessment of Agricultural and Livestock losses in district Bolan (Flood 2007)
- Impact Assessment of GBGS
Capacity Building Interventions
Targeted On Women Councilors & Community Leaders

The staff at TKF is also regularly trained on protection issues and effective coordination. Coordination here refers to coordination at two levels.

Coordination among TKF’s sections (Emergency Response, Environment & Infrastructure and the Education section), which ensures optimal response and coordination with the stakeholders (other organizations, donors and concerned clusters, such as government) both of which ensure effective response and minimizes duplication of efforts.

Lastly, the entire TKF staff signs a code of conduct for ensuring protection of beneficiaries, eliminating biases and ensuring impartiality.

Figure 20: TKF’s Disaster Response Warehouse (Mardan)

Figure 19: One of over 15 large tanks built for “Drinking Water Supply Scheme” (DWSS) project of flood affectees
THIRD PARTY MONITORING (TPM)

Third-Party Monitoring (TPM) has become an integral part of the monitoring and evaluation toolbox and it describes the practice of contracting third parties to collect and verify monitoring data.

TPM is mainly used to collect quantitative information and verify output data. In recent years, Third-Party Monitoring (TPM) and evaluation have become one of the core thematic areas of TKF. TKF’s third party monitoring and evaluation services have spread across Sindh, Balochistan and KPK. UNICEF has selected TKF for providing Intensified Monitoring of Routine Immunization Activities for Action services and TKF has provided its TPM services in 1125 UCs of 23 districts of Sindh. TKF tends to provide customized solutions in monitoring and evaluation and have national and international experts who design its solutions. Its experience in monitoring and evaluation is attributed by quality, efficiency and cost effectiveness. TKF’s nationwide outreach and availability of trained monitoring staff enables it to deliver quality services at competitive costs.

At TKF, field monitors have monitored the immunization activities in 1125 UCs of 23 districts of Sindh to get independent feedback on the implementation of routine immunization activities. In Balochistan, Tameer-e-Khalaq Foundation (TKF) is providing services of third-party monitoring to UNICEF Polio Eradication Programme in the assigned High-Risk areas of 5 districts of Balochistan with the help of its Field monitors. The major goal of monitoring is to identify and explore the existing gaps and loopholes with regard to the performance of CBV staff and then report to UNICEF for an effective follow up mechanism for improved output. For this, TKF provides periodic reporting, progress reviews, information generated through spot-checks and programme staff field visits. Balochistan.

Moreover, TKF has provided its (TPM) services to different programs and themes which included Education, WASH, Child Protection, Education, Health and Nutrition in all the Districts of Balochistan and 3 districts of Sindh. In Baluchistan, our field monitors are working in all the districts for the provision of these services to UNICEF and in Sindh, our field monitors are

All the field activities of field teams are supervised by Field Coordinators and Monitoring & Reporting Officers to observe coordination mechanism of field team with implementing partners, methods of monitoring, hold discussions with the communities, and observe any emerging issues. The
monitoring staff is properly trained and supervised for proper implementation and to get the desired results.

In Khyber Pakhtunkhwa, in Partnership with UNICEF, we have been operation TPFM Project in 11 districts since March, 2019. Following is the summary of overall nationwide reach of TKF in the provision of its TPM services to UNICEF

Similarly, TKF has substantial experience in working with national and international organizations providing quality information management and contributing in significant system improvements.

Our typical services include:

• Program design
• Data Collection and Management
• Gender gap/needs analysis
• Organizational Learning (setting up MEL systems)
• Cost Benefit Analysis
• Impact analysis

Moreover, TKF acknowledges that interventions based on objective truth and solid facts lays the foundation of sound premises for any intervention. Therefore, with this recognition for the need for exploratory studies, TKF has conducted several surveys and need assessment surveys. For instance, Market Assessment for Leave No Girl behind (LNGB) Project to understand the market dynamics, trends and particularly the needs, capacities and aspirations of target beneficiaries and key stakeholders.

TKF builds the capacity of individuals to think in new ways and to realize both the value and potential their contribution towards shaping sustainable growth. TKF tends to train others in its tools and approaches as this is an effective way to make a long-term impact.
# AN OVERVIEW OF OUR PROJECTS

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FUTURE STRATEGIES

To keep up with the ever-emerging development challenges, we have established an exercise to discuss, review, orient and redirect our strategic vision on annual basis. During this exercise (usually held towards the end of year), TKF establishes short- and long-term strategies for realization of its Vision. Following is an overview of TKF’s Future Strategies:

- Mainstreaming of climate change at community level in economically and socially vulnerable sectors in rural Balochistan through community involvement, in order to model the approach of climate resilient development.

- Diversification of engagement strategies for government, development agencies and general public in dealing with the challenges of climate change, in policies, budget and day to day development approaches by creating models, carrying out policy advocacy, and institutional capacity building of the government and public institutions at all levels, particularly addressing the issues of Water Security, Food Security and Energy Security in the province.

- Minimize the risks arising from expected increase in frequency and intensity of extreme events: floods, droughts, and foster the development of appropriate economic incentives to encourage public and private sector investment in both adaptation and mitigation measures, enhance the awareness, skill and mobilize relevant stakeholders to promote conservation of natural resources and long-term sustainability.

- Youth employability through technical and vocational education. Particularly technical and financial support in business start-ups for the disabled, women, and those cut off from the formal employment market due to infrastructural/geographical barriers or other reasons.

- Strengthening the existing training facilities in the province enabling them provide respond to demands of the labor market as well as to holistic development of the youth. Ensuring access of youth to market oriented technical and vocational education and opportunities for their holistic development. Increasing access and demand of health services including prenatal care, delivery care, post-natal care, care of newborn, nutrition advice, health education, post abortion care, family planning and referral for routine investigations and obstetrical complications among target communities.

- Strengthening and expansion of quality education particularly female education through innovative sustainable models in order to mainstream the enrollment of school going aged children, by providing them scholarships, transportation, libraries, laboratories, physical infrastructure and teachers training with involvement of communities.
• Strengthening of health care delivery system by engaging youth female as community midwives and linking them with health foundation for interest free loan for the establishment of clinics in those far plunge areas where government or private health facilities are not available.
• Planning and linkages development with relevant stakeholders and government for the improvement in technical vocational education training sector on relevance, quality, access and equity for the deprived communities (women, youth, the disabled) exclusively in rural areas of Balochistan.
• Provision of safe drinking water, adequate sanitation and health education to economically marginalized poor communities of Balochistan.
• Organization and capacity building of rural poor in order to full utilize their potential for their own development and linking them with social safety net in the province.
RESEARCH AND COMMUNICATIONS

Tameer-e-Khalaq Foundation's focus since 2020 is to redefine the structure and make TKF a research based organisation. With a dedicated research department, the organisation encourages implementation and practice with hands-on research. It is imperative for all our projects to have analysis that can be furthered into future projects.

TKF’s documentary production, design and content has always stemmed out from our communications department. We believe that the development sector’s requirements are best understood in-house. Our team has carried out productions on their own and made sure that we have the most relevant narrative portrayed in our documentaries and films. Highlighting the project goals, developing a narrative for the masses and ensuring the best production quality is achieved; these are aspects we highly believe in. The design team ensures all content to be thoroughly followed in accordance with our brand guidelines whilst also ensuring aesthetical fundamentals of design.

The content is communicated through our digital mediums which are currently active on Facebook, Instagram, Linkedin, Youtube and Twitter.

Currently in our productions portfolio we have short documentaries, success stories from our projects in the field and an interview series for our digital mediums.

PRODUCTIONS PORTFOLIO

Youtube Weblink: https://tinyurl.com/tkfyoutube

DIGITAL MEDIUMS

/ TAMEEREKHALAQ
We are a national not-for-profit strengthening communities through access to education, health, a better environment, and opportunities for livelihood while ensuring food security. We also reach out to communities affected by disasters.

Our competency also lies in third-party monitoring & evaluation, certifications, research, and capacity building, to help make development projects more effective and efficient.