

ANNUAL WORK PLAN 2011-2012

YOUTH ENGAGEMENT SERVICES (YES) NETWORK PAKISTAN

Department Finance Department

Timeline

Activities		Type of Intervention	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Incorporation of Multi-Donor Software													
2	Orientation Session with the staff on new Financed software			😊										
3	Incorporation of Payroll Software			😊										
4	Opening of Staff bank Account in Askari Bank for Direct Salary Transfer			😊										
5	Customization of Financial Reports			😊	😊									
6	Preparation and Submission of Monthly Financial Reports		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
7	Re- assessment of Internal Controls and Accountability Systems				😊			😊			😊			😊
8	Development of Annual Program Budget												😊	
9	Internal Audit					😊			😊			😊		
10	External Audit		😊											
11	Variance Analysis					😊			😊			😊		

On-going

ANNUAL WORK PLAN 2011-2012

YOUTH ENGAGEMENT SERVICES (YES) NETWORK PAKISTAN

Department Logistics Department

Timeline

Activities		Type of Intervention	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Documentation of Publicity Material	On-going	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
2	Maintenance of Equipment		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
3	Maintenance of Stationary Items		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
4	Video Documentation of programs		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
5	Maintenance of Gallery		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
6	Event Management		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
7	Status Report				😊				😊			😊		

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YOUTH ENGAGEMENT SERVICES (YES) NETWORK PAKISTAN

Core Program : Youth Social Entrepreneurship (YSE)

Timeline

Project 1: Youth Enterprise Challenge		Type of Intervention	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Activities														
1	Training of Trainers on YSE			😊										
2	Five Orientation Sessions (one in each province and one in AJK)			😊	😊	😊								
3	Baseline Survey			😊	😊	😊								
4	Training Workshop for the top five selected Youth Teams							😊						
5	Youth Innovation Market Place							😊						
6	National Social Enterprise Challenge							😊						
7	Grant to 5 Winning Teams								😊					
8	Engagement of Winning Teams									😊	😊	😊	😊	😊
9	Monitoring and Documentation of the Project including Case Studies		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
10	Collection of Monthly Installments		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊
11	Documentation of the Project		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊

On-going

Core Program : Youth Service

Timeline

Project 1: Relief		Type of Intervention	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Activities														
1	Follow-ups with Beneficiaries	On-going	☺	☺	☺	☺	☺	☺	☺	☺	☺	☺	☺	☺
2	Collection of Monthly Installments		☺	☺	☺	☺	☺	☺	☺	☺	☺	☺	☺	☺
3	Monitoring and Documentation of the Project				☺			☺			☺			☺
4	Collection of Case Studies from the Field				☺						☺			
Project Forward Leaders (FL)		Type of Intervention	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Teambuilding														
1	Development of Guidelines/Contract	Teambuilding			☺			☺			☺			☺
2	Selection of FIS				☺			☺			☺			☺
3	Orientation Sessions with Forward Leaders					☺			☺			☺		☺
4	Signing of MOUs with FIS				☺			☺			☺			☺
5	Engagement of FIS					☺			☺			☺		
6	Monitoring and Documentation							☺			☺			☺

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Support Program: Personal Development & Engagement

Timeline

Project 2: Young Ambassadors (YA)		Type of Intervention	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Activities		Teambuilding			😊									
1	Development of Guidelines/Contract				😊									
2	Selection of Young Ambassadors				😊	😊								
3	Formation of YA Team					😊								
4	Signing of MOUs with YA					😊	😊							
5	Engagement of YA							😊	😊	😊	😊	😊	😊	😊
6	Monitoring and Documentation (Case Studies)		😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	😊	
Project 2: Partnership Building		Type of Intervention	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
		Expansion			😊		😊		😊		😊		😊	
7	Identification of New Institutions				😊		😊		😊		😊		😊	
8	Signing of MOUs with 5 Institutions				😊		😊		😊		😊		😊	
9	Execution of the Projects				😊	😊	😊	😊	😊	😊	😊	😊	😊	
9	Leadership Trainings for Students					😊		😊		😊		😊		
9	Collection of Case Studies					😊		😊		😊		😊		😊

