



Info Pack

Weekly Newsletter

Date: 6th October 2014

Issue No 0016

ACHIEVERS CORNER

The CCD team wishes to thank all staff for the exceptional turn up in the sports activities at La Pallise Nyandungu.

Take time to appreciate employees, they would reciprocate a thousand times.

EDITORIAL CORNER

Colleagues, "Info Pack" bring you the importance of planning as a key management function of any employee as a process of determining in advance what should be accomplished, when, by whom, how, and at what cost. Regardless of whether it is planning long-term program priorities or planning a two-hour meeting, the planning aspect of management is the major contributor to success and productivity not only in SFH but anywhere in the world.

Under normal circumstances, the planning process would in most cases involve choosing a course of action from available alternatives. Generally there are four major types of planning exercises: strategic, tactical, contingency, and managerial. Strategic planning involves determining organizational goals and how to achieve them.

This usually occurs at the top management level. Tactical planning is concerned with implementing the strategic plans and involves middle and lower management. Contingency planning anticipates possible problems or changes that may occur in the future and prepares to deal with them effectively as they arise (Marshall, 1992). Managerial planning is usually considered as micro-level planning. It helps in combining resources to fulfill the overall objectives of the extension organization.

With such therefore, the planning process begins with the creation of a philosophy that consists of statements describing the values, beliefs, and attitudes of the organization. Its mission statement is a proclamation of its purpose or reason for being. In all this process however, both managers and subordinates are all crucial players in designing the future, anticipating problems, and imagining success. In short, planning is essential for anyone who wants his organization or himself to succeed. The functions of organizing, leading, staffing, and budgeting are means of carrying out the decisions of planning.

Thus, everyone is a planner - a planner of meals, of work time, of vacations, of prayers etc. Formal planning, however, distinguishes managers from non-managers, effective managers from ineffective managers. Formal planning forces managers to think of the future, to set priorities, to encourage creativity, to articulate clear objectives, and to forecast the future in terms of anticipated problems and political realities. So, as a manager or non-manager, what is your role towards planning for SFH Rwanda? -remember every one of us irrespective of our statuses is a planner. "We are a team, so let's achieve as a team".

Executive Director's Column

Time Management

Dear colleagues, SFH is now in its third year of operation, and I want this time round to emphasize on the issue of time management. As most of you may be aware, time management is not only about coming early for your work, meeting, or leaving on and in time but rather a process of monitoring, analyzing, planning and revising your work schedules and plans accordingly, until you get measurable results. It is a skill though, and takes time to acquire. It is however difficult to implement, because, you have no one but yourself to monitor how effectively you are using your time. In this, you decide what to do, when, where, how, and by or with whom. Every one of us has the same amount of time - 168 hours per week. How that time is managed is up to the discretion of each one of us. So, this our time to reflect on how effective we are in managing such time both for work and personal engagements-remember time is not a renewable resource - once it is gone, it is gone forever. To certainly achieve this, I advise, we prioritize and replace less important tasks with more important ones. One of the methods that may help you is Pareto's Law or the 80/20 rule: if all items are arranged in order of value, 80 per cent of the value will come from 20 per cent of the items. For example, 80 per cent of success in your department is likely to be attributed to 20 per cent of your staff and vice versa. Therefore, are you part of the 20 percent or the 80 percent of such staff? Four suggestions for better time management are (1) never handle the same piece of paper twice; (2) learn how to say "no" without feeling guilty about requests that do not contribute to the organization's goals, (3) when a visitor drops in to your office, stand up while you have your discussion to ensure that only a brief period of time will be consumed by the visitor's interruption; and (4) avoid being a slave to the telephone.

NEWS OF THE WEEK



Left to Right: Mr. Manasseh G. WANDERA and Mr. Josef MAERIEN the UNFPA representative after handover event.

UNFPA, the United Nations Population Fund has over the years provided support to the Government of Rwanda in promoting sexual and reproductive health interventions aiming at improving the quality of life of the Rwandan people. Through the Global Programme to Enhance Reproductive Health Commodity Security (GPRHCS), UNFPA aims at providing reproductive health commodity support for the public and social marketing sectors via the following six programmes potentially operating in Rwanda-Ministry of Health (MoH), The Millennium Villages Project (MVP), International Planned Parenthood Federation (IPPF), Marie Stopes International (MSI), Society for Family Health (SFH Rwanda) and DTK International (DTK) said Josef.

In this regard, on October 3rd, 2014 UNFPA handed over 60,480 cycles of **Microgynon30**, totaling to USD 16,329, to assisting SFH Rwanda's social marketing programme in 2014.

By combining their distinctive comparative advantages and skills on the ground, UNFPA and USAID will support a more effective and efficient supply of reproductive health commodities and services, highlighted Josef Maerien, the UNFPA representative.

SFH on the other hand appreciated the UNFPA initiative, towards scaling up this program and the general SFH Rwanda core business: "social marketing". UNFPA representative pledged his support to SFH Rwanda and thus committed to provide **DMPA-Depo**: 40,348 and **Microgynon30**: 126,256 in the coming years including 2015.

Find solutions to malaria, Minister Calls

The Minister of Health, Dr. Agnes Binagwaho has called upon regional leaders in the malaria fight to find solutions to malaria instead of sharing experiences. She made these remarks while opening the Eastern Africa Roll Back Malaria Regional Network (EARN) that kicked off in Kigali.

Honorable Binagwaho noted that on several occasions, officials in the malaria fight have only met to share experiences and seek a way forward in the fight against malaria adding that this should stop, "leaders must find permanent solutions to this problem."

"Behind malaria meetings, we should have real outcomes so we should not only share experiences but find solutions. Malaria like other diseases has funds going down but the mosquitoes are not going down. Let's together find solutions."

The Minister challenged the participants to adopt a system of documenting their progress citing that if countries do not keep their own records and updated data, partners will do this for them which is not right. She emphasized that regional countries must put together regional efforts to curb malaria since mosquitoes know no borders.

USAID Mission Director to Rwanda, Peter Malnak hailed Rwanda's progress in the malaria fight stating that Rwanda's example of focusing on eliminating malaria to improve child survival shows that measures in place work.

"Deaths in malaria have decreased by 68 percent and we are on track to achieve the MDG goals. Rwanda has great leadership that has led to success in this fight and USAID is proud to be associated with this progress," Malnak added.

The meeting brought together participants from regional countries of Kenya, Burundi, Ethiopia, Uganda and Somalia among others.

ON-GOINGEVENT(S)

- Primo packaging;
- Preparations of office relocation
- Global hand washing campaign;

DID YOU KNOW?

New vaccines to be introduced in Rwanda

A senior official from Gavi Alliance, Dr. Karan Singh Sagan announced last week that new vaccines are set to be introduced in Rwanda. The official made these remarks during his visit to Rwanda and stated that the vaccines will be for non-communicable diseases such as hepatitis B.

The official also commended Rwanda for utilizing resources effectively citing that achievement of vaccination coverage of 97 percent is very remarkable. "We will work very closely with the Ministry to support the introduction of the new vaccines which are only available in the western world but many developing countries cannot afford them. Global Partners, Donors GAVI Alliance will help to introduce these new vaccines."

Maurice Gatera, the Head of the vaccines preventable diseases department in RBC said that Rwanda has registered milestones as regards immunization coverage in the past 20 years which has impacted significantly on the reduction of preventable diseases and lowered mortality.

JOKES CORNER

As a drunken man comes out of the bar and sees another drunken person. Pointing on the sky he asks him that is that moon or sun the other person then replies that, I am new and stranger in this city so I do not have any idea about it.

UPCOMING EVENTS

- Maternal and Child Health Week
- New prudence rebranding campaign