



USAID
FROM THE AMERICAN PEOPLE



Volunteer Name: Michael Mayott
Country: Uganda
Country project: Oil Seed
Host: Loro-Oyam SACCO
Venue: Catholic Relief Service
Audience: USAID / CRS staff, volunteer
Number of people : 5
Date: 25 January 2016



1. Assignment Objectives as in SOW

- Training SACCO staff in different computer applications
- Guide the staff in the first steps of capturing different data into the system from their written records into an electronic version

2. Achievement of the assignment objectives

- GM, Teller/Accountant/Intern and 3 board members trained in Microsoft Windows 7 Professional; Word 2010; Excel 2010 on donated notebook computers (3).
- Understanding and implementation of automation of SACCO record keeping
- Increase its efficiency and effectivity of service to membership through automation.

3. Recommendations to the host with regards to the assignment

- Practice with Software
- Solar Power – constant power supply
- Data Integrity
- Data Security
- SACCO specific software
 - MBWIN / MIFOS

4. Anticipated Impact

- Readability of Member Data
- Reliability of Member Data

5. Recommended future volunteer Assistance

- None

6. Recommendations to other non-host stakeholders

- None

Action plan for host recommendations

Recommendation	Specific Action	Responsible person	By when
1.Practice with Software	Work through examples in operating system and MS Office text books	Staff	Ongoing
2. Solar Power	Panels, invertor, wiring, installation	Chairperson	Immediately
3.Data Integrity	Daily input and review of data	General Manager Staff	Ongoing
4. Data Security	Daily backup of data and secure storage of data devices	General Manager	Ongoing
5. SACCO specific software	MBWIN / MIFOS or other type software application	Chairperson General Manager	31 December 2016
6.			

7. How can CRS improve future volunteer experience

- None

Thank You!