

NGO PROFILE

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01 - Name of Organization

The full name / registered name of organization is “KAWISH RESOURCE CENTRE”
The abbreviation is “KRC”.

02 - The People

Kawish Resource Center was established by a group of young and energetic people who were highly motivated and committed for contributing their time, skills and energies for the development and empowerment of socially disadvantaged and vulnerable communities in Pakistan and addressing poverty issues and gender based discriminations.

03 - Type & Nature of Organization

KRC is a development organization. It's a non-government, not-for-profit organization working for social development of vulnerable and less developed people. KRC could also be labeled as an implementing organization which designs and implements various developmental projects with the financial and technical support of international donor agencies

04 - Year of Establishment

KRC was established in year 2005

05 – Vision

Kawish Resource Centre is committed to establishing a caring, sharing and loving society, where all human being can access to resource and live with dignity, non-discrimination and effective participation

06 – Mission

Kawish Resource Centre is working with the mission to eliminate hunger, poverty, diseases and injustice by providing human and financial resource to vulnerable communities to live prosperous life

07 – Board Objectives

Following are board objectives of KRC:

1. Disaster Risk Reduction, Provide Timely Relief Assistance to Disaster Affected Communities and Assist them for their Timely Rehabilitation and Early Recovery
2. Promotion of Livelihoods and Explore Sustainable & Disaster Resilient Livelihood Options
3. Promotion of Education with Special Focus on Girls' Education
4. Promotion of Gender Equality & Women Empowerment, and Address Gender Based Violence Issues
5. Provision of Accessible and clean drinking water & quality Sanitation Facilities and Improvement of Community Physical Infrastructure
6. Promotion of Child Protection, Rights of Children & Youth Development and Address the Issues related to Abuse and marginalization of Children, Adolescents and Youth
7. Promote Environment Protection and Address Climate Change Issues
8. Promote Basic Health Facilities and Address HIV & AIDS
9. Support Development of Civil Society and Institutional Development

08 - Thematic Focus

Kawish Resource Centre has following thematic focus which helps organization in strategically achieving its mission.

- Disaster Risk Reduction
- Education
- Gender Equality
- Women Rights and Development
- Children & Youth
- Health and HIV & AIDS
- Human Rights
- Promotion of Peace

09 - Focus Groups

Kawish Resource Centre's focus is on the socio-economically disadvantaged groups of women, youth and children. Keeping in view the overall socio-cultural fabric of the society and the overall power imbalances and discriminations that exist at all levels; the focus, amongst these groups, is again on most vulnerable and the marginalized ones. KRC also focuses on the inclusion of minorities and special groups such as widows and physically impaired persons and elderly people.

10 - Geographical Focus

Kawish Resource Centre's overall geographic focus is the province of Punjab.

11 - Legal Status

Kawish Resource Centre is a registered body. Kawish Resource Centre is registered under "The Societies Registration Act, 1860 (Act XXI of 1860) of Government of Pakistan.

12 – Governance

Kawish Resource Centre is governed by its Board of Directors (BoD). The Board is the key policy making and governance body of the organization and works independently. It formulates and approves policies and organizational systems and evaluates the overall performance of Kawish Resource Centre on period basis. The BoD consists of seven members (both male and female) and is headed by its President. The organization's board of directors comprises of development professionals, intellectuals, academicians, activists and media persons. The Executive Director of Kawish Resource Centre serves the board as the secretary and ex-officio member. The Board works in the guidelines of the Board Policies Manual.

13 – Management

Advisory Board is policy making body of the organization, which is involved in policy related issues of the organization. The Advisory Board members appoint by the general body of the organization. The Advisory Board is responsible to develop policies and provides technical support to implement different projects and activities of the organization.

Each programme is being implemented by the concerned Programme Manager. Proper implementation of activities according to the work plan is the responsibility of the concerned manager. However, the head office regularly monitors the activities of these programs through progress review meetings, field visits and progress reports.

The organization has double entry accounting system and financial policy. All the organizational matters are guided by the policy manual which is under development for further improvements with the help of consultations of professional organizations, Advisory Board members and individual consultants. Regular audit of accounts is conducted by renowned external auditors.

14 - Departments

Kawish Resource Centre has established its various departments which help in smooth and systematic implementation of Foundation interventions: These include:

- HR Department
- Monitoring Evaluation, Research & Documentation Department
- Admin & Logistics Department
- Finance Department

15 - Financial Portfolio

Kawish Resource Centre implements its projects with the grants / funding from various national and international donors. These grants are usually time-bound and for specific project interventions. Kawish Resource Centre has learnt a lot while managing grants of diverse donors and has well developed its financial management capability.

16 - Approach & Strategies

The organization strongly believes in the true and active participation of all key stakeholders – particularly the local communities or program beneficiaries. Fair efforts are taken to ensure that stakeholders participate and contribute at all the stages of the interventions. As its strategy, Kawish Resource Centre particularly focuses to ensure the maximum participation of women, children and youth wherever required and relevant – and particularly if the program has any direct or indirect impacts on their lives. The overall approach of work also identifies the gender sensitivities if any related to the program and strategically addresses the same. Kawish Resource Centre, as its overall implementation approach, takes carefully into account the local culture and traditions and fully respects the same.

Following are the key elements of RWF Program Strategies & Work Approach

- Thematic Partnerships
- Social Mobilization /Community Participation
- Awareness Raising & Sensitization
- Capacity Building

- Dialogues & Engagements
- Research & Publications
- Networking & Coalition Building
- Advocacy & Lobbying

17 - Values & Guiding Principles

In order to achieve its mission and to make its programs; Kawish Resource Centre follows certain values and guiding principles in all its interventions and dealings.

These include the following:

- Transparency
- Honestly
- Innovation
- Accountability
- Non-Discrimination

18 - Policies & Systems

Kawish Resource Centre follows its specific set of policies and Standard Operating Procedures (SOPs) which has been revised and updated a number of times up till now in order to make them more staff friendly.

Kawish Resource Centre uses its following manuals of policies:

- Manual of Human Resources and Administrative Policies
- Manual of Financial Policies

These manuals contain a number of basic organizational policies and procedures which help in the creation and maintenance of a transparent, accountable and fair working environment in Kawish Resource Centre and ensure the effective achievement of overall objectives of the Foundation.

19 - Human Resources

Kawish Resource Centre has a core team with various professional backgrounds such as management, finances and HR etc. In addition the KRC hires the project staff as and when required. The organization also engages volunteers and interns on need basis.

20 - Review & Monitoring

Monitoring of projects in Kawish Resource Centre is always the important and priority matter. There is always a built in mechanism of review and monitoring for all the projects KRC implements. The processes of review and monitoring help organization in achieving

the project objectives in smooth and timely manner. As the key mechanism of monitoring; the projects are monitored by the implementation teams; the coordinators / managers of the program and the management of KRC.

21 - Accounts & Audits

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Kawish Resource Centre maintains its all accounts on double entry system. Organization has developed various financial policies, systems and formats etc. which help it in effective management of all its funds and maintaining a complete transparency in receipts and payments at all levels. Kawish Resource Centre gets its accounts (receipts and payments) audited by the recognized chartered accountants' firms on the completion of projects or by the end of each financial year.

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