

Adaptation Fund NGO Network

Structuring project report back in dialogue with

CSO Dialogue Bonn, 8 October 2015 Bettina Koelle, Indigo development & change



















AF NGO network quick assessment score cards

Adaptation Fund NGO Network - Project Assessment scorecard

Note: This score card is designed to summarize a regular and quick assessment process of all Adaptation Fund projects. The findings of this scorecard will be presented at the regular civil society dialogue meetings with the Adaptation Fund Board.

The assessment is conducted by the local AFN partner, and the findings are circulated to the relevant NIE/EE to comment on findings.

	Criteria	Indicator / s*	Means of verification**	Findings***	Conclusion	NIE/ EE Response
1	Project Design phase					
1.1	Vulnerable groups have participated effectively in design of the project	Suggestions and comments of vulnerable groups and local communities is integrated in the project planning and implementation	Consultative workshop reports, email communication, stakeholder consultation workshop reports	Vulnerable groups have contributed to projects design by providing input and feedback in the course of the project development process.	Compliant	
1.2	The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders	NIE SC minutes, PAG minutes, email communication, briefing workshop reports	The process is governed by a NIE Steering Committee, meeting regulalry and keeping transparent minutes. Civil Society is represented in these Steering Committees.	Compliant	
1.3	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in project planning and design	Compliant	
1.4	Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	no information available	
1.5	Project is embedded in local policy	Project outcomes are linked to local policies and strategies	Call for project proposals, PAG minutes	SGF projects will have to be linked to ongoing local development processes - and the Facilitating Agencies will ensure this.	Compliant	
	Project Implementation phase					
2.1	Vulnerable groups are involved in the implementation of the project	Vulnerable groups know about the project and the status of implementation Vulnerable groups actively participate in the implementation of the project				
2.2	The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders Suggestions and comments of vulnerable				
2.3		groups and local communities is integrated in the project planning and				
2.4	The project implementation is on track	Project implementation is take place according to defined implementation guidelines	ie Scor	e Card		
2.5	Effective project decision making	The project makes effective and timeous decision effective monitoring is taking place??				
2.6	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation				
2.7	Sustainable project outcomes	Project activities implemented have sustainable impacts infrastructure put in place will last beyond the project timeframe				
2.8	Financial accountability	The financial statements of the project are audited and publicly available expenditure is in line with budgets				
2.9	The project is managed in a transparent and accountable manner	A local project committee/ body is overseeing the implementation of the project and ensures transparency of implementation and finance.				

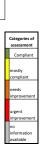
Open questions								
What were your main activities in the past 6 months?	What are major project achievements?			Did you encounter any challenges doing the monitoring work?				
Conservation South Africa and Choice Trust ** PAG has been established ** Inception workshop in Oct 2015***Processes have been put in place for call for porposal to project implementation ** Call for concept notes open *** first projects granted in land! 2016.		None	It takes time to put robust granting facility processes into place	No				
	Transparent governance system (PAG, NIE SC)							

* Indicators: Please use appropriate indicators, considering suggestions

** Means of verification: Description of what information was used to assess the indicator (e.g. number of interviews, documents reviewed, etc)

*** Findings: Please summarise your findings here. Note more detail needed in the open section at the end of the

repared by	Date	Sharedwith NIE/EE	Date
ettina Koelle		Mandy Barnett	07-Oct-15



Objective:

To allow a quick assessment with input from NIE/MIE/EE

To be an incentive for sound project planning and implementation

To facilitate dialogue between NGO networks and NIE / MIE/ EE

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The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders	NIE SC minutes, PAG minutes, email communication, briefing workshop reports	The process is governed by a NIE Steering Committee, meeting regulalry and keeping transparent minutes. Civil Society is represented in these Steering Committees.	Compliant	
The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in project planning and design	Compliant	
.4 Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	no information available	
5 Project is embedded in local policy	Project outcomes are linked to local policies and strategies	Call for project proposals, PAG minutes	SGF projects will have to be linked to ongoing local development processes - and the Facilitating Agencies will ensure this.	Compliant	
2 Project Implementation phase					
Vulnerable groups are involved in the implementation of the project	Vulnerable groups know about the project and the status of implementation Vulnerable groups actively participate in the implementation of the project				
The project effectively communicates 2.2 project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders				
Responsiveness to feedback by local communities	Suggestions and comments of vulnerable groups and local communities is integrated in the project planning and implementation				
.4 The project implementation is on track	Project implementation is taking place according to defined implementation guidelines				
.5 Effective project decision making	The project makes effective and timeous decision effective monitoring is taking place??				
.6 The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation				
.7 Sustainable project outcomes	Project activities implemented have sustainable impacts Infrastructure put in place will last beyond the project timeframe				
.8 Financial accountability	The financial statements of the project are audited and publicly available expenditure is in line with budgets				
.9 The project is managed in a transparent and accountable manner	A local project committee/ body is overseeing the implementation of the project and ensures transparency of implementation and finance.				

	Categories of						
assessment							
	Compliant						
	mostly						
	compliant						
	needs						
	improvement						
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	no						
	information						
	available						

	О	pen questions		
What were your main activities in the past 6 months?	What are major project achievements?		Are there any leccone learnt	Did you encounter any challenges doing the monitoring work?

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	Criteria	Indica	Selected	criteria for	***sgnib	Conclusion	NIE/ EE Response
1	Project Design phase		quick ass	essment			
		Suggesti	quick ass	Coornelle	erable groups have contributed to projects design by		
1.1	Vulnerable groups have participated effectively in design of the project	groups a in the pro implemen	ject planning and	communication, statemoraci consultation	providing input and feedback in the course of the project development process.	Compliant	
1.2	The project effectively communicates project progress with a range of stakeholders	progress,	delays obstacles and finances to	NIE SC minutes, PAG minutes, email	The process is governed by a NIE Steering Committee, meeting regulalry and keeping transparent minutes. Civil Society is represented in these Steering Committees.	Compliant	
1.3	The project is following a gender sensitive approach	and the pr	.,		Gender is given sound consideration in project planning and design	Compliant	
1.4	Sustainable project outcomes	sustainabl	tivities implemented have le impacts. Infrastructure put in last beyond the project	n/a	The projects for the SGF still have to be determined	no information available	
1.5	Project is embedded in local policy	1 '	rtcomes are linked to local nd strategies	ICall for project proposals. PAG minutes — I	SGF projects will have to be linked to ongoing local development processes - and the Facilitating Agencies will ensure this.	Compliant	
2	Project Implementation phase						
2.1	Vulnerable groups are involved in the implementation of the project	and the st	e groups know about the project atus of implementation e groups actively participate in mentation of the project				
2.2	The project effectively communicates project progress with a range of stakeholders	progress, a range of	ovides regular updates on delays, obstacles and finances to stakeholders				
2.3	Responsiveness to feedback by local communities	groups an	ns and comments of vulnerable d local communities is integrated ject planning and itation				
2.4	The project implementation is on track		plementation is taking place to defined implementation				
2.5	Effective project decision making		ct makes effective and timeous ffective monitoring is taking				
2.6	The project is following a gender sensitive approach	and the pr	given thorough consideration - roject is implemented by men en, while men and women om project implementation				
2.7	Sustainable project outcomes	sustainabl	tivities implemented have le impacts Infrastructure put in last beyond the project e				
2.8	Financial accountability	audited ar	cial statements of the project are nd publicly available expenditure with budgets				
2.9	The project is managed in a transparent and accountable manner	overseein project an	oject committee/ body is g the implementation of the id ensures transparency of itation and finance.				

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	C	Open questions		
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			[C					
	Criteria	Indicator / s*	Mea	Suggeste	ea	indicators –		Conclusion	NIE/ EE Response
1	Project Design phase			can be n	ກດເ	dified			
	Vulnerable groups have participated	Suggestion, and comments or vulnerable groups and local communities is integrated	Consu				jects design by		
1.1	effectively in design of the project	in the project planning and	commu	nication, stakeholder consul op reports		providing input and reedback in the course development process.	e or the project	Compliant	
1.2	The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders) I	minutes, PAG minutes, emai nication, briefing workshop	il renorts	The process is governed by a NIE Steering regulalry and keeping transparent minutes represnented in these Steering Committee	s. Civil Society is	Compliant	
ÿ.	The project is following a gender sensitive approach	,		op reports, project proposal mental and social safeguard		Gender is given sound consideration in prodesign	oject planning and	Compliant	
1.4	Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a			The projects for the SGF still have to be de	etermined	no information available	
1.5	Project is embedded in local policy	Project outcomes are linked to local	Call for	project proposals, PAG minu	utes I	SGF projects will have to be linked to ongo processes - and the Facilitating Agencies w	-	Compliant	
2	Project Implementation phase								
2.1	Vulnerable groups are involved in the implementation of the project	Vulnerable groups know about the project and the status of implementation Vulnerable groups actively participate in the implementation of the project							
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2.3	Responsiveness to feedback by local communities	Suggestions and comments of vulnerable groups and local communities is integrated in the project planning and implementation	d						
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	Categories of assessment
	Compliant
	mostly
	compliant
	needs
L	improvement
	urgent
	improvement
	no
	information
	available

	0	pen questions		
What were your main activities in the past 6 months?	What are major project achievements?	What are major project concerns?	Are there any lessons learnt	Did you encounter any challenges doing the monitoring work?

What were your main activities in the past 6 months?

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				3.4.4.		
	Criteria	Indicator / s*	Means of verification**	What sources wer	e	NIE/ EE Response
1	Project Design phase			used?		
1.1	Vulnerable groups have participated effectively in design of the project	Suggestions and comments of vulnerable groups and local communities is integrated in the project planning and implementation	Consultative workshop reports, email communication, stakeholder consultation workshop reports	Vuln providing input and feedback in the course of the project development process.	Compliant	
1.2	The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders	NIE SC minutes, PAG minutes, email communication, briefing workshop reports	The process is governed by a NIE Steering Committee, meeting regulalry and keeping transparent minutes. Civil Society is represnented in these Steering Committees.	Compliant	
1.3	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in project planning and design	Compliant	
1.4	Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	no information ava	ilable
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2	Project Implementation phase					
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Open questions

What are major project concerns?

What are major project achievements?

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Did you encounter any challenges doing

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	Criteria	Indicator / s*	Means of verification**	Findings***	Des	cription o	f the
1	Project Design phase				find	lings	
1.1	Vulnerable groups have participated effectively in design of the project	Suggestions and comments of vulnerable groups and local communities is integrated in the project planning and implementation	Consultative workshop reports, email communication, stakeholder consultation workshop reports	Vulnerable Brook have amouted to projects de providing input and feedback in the course of the development process.	71110	Compliant	
1.2	The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders	NIE SC minutes, PAG minutes, email communication, briefing workshop reports	The process is governed by a NIE Steering Committe regulalry and keeping transparent minutes. Civil Socrepresnented in these Steering Committees.	-	Compliant	
1.3	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in project plan design	nning and	Compliant	
1.4	Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	i	no information available	
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2	Project Implementation phase						
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.3	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in design			
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Open questions

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What are major project achievements?

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1.3	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in project planning and design	Compliant			urgent improvement
1.4	Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	no informat	ion available		no information available
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Compliant

mostly compliant needs improvement

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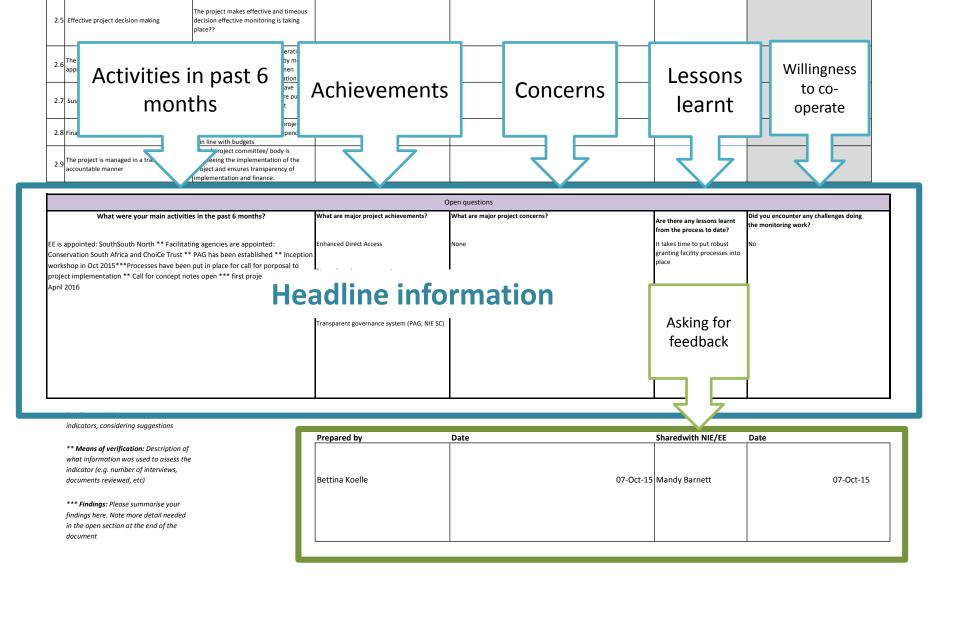
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1.	á	The project is following a gender sensitive approach		workshop repo environmental	n Phase n in project planning and	Compliant	
	L. 4	Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	no information available	
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T	2	Project Implementation phase					
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:	2.6	approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation				
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Open questions

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What are major project achievements?

What were your main activities in the past 6 months?



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Categories of assessment
Compliant
mostly
compliant
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improvement
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information
available

2.1 Vulnerable groups are involved in the implementation of the project The project effectively communicates project progress with a range of stakeholders 2.2 Responsiveness to feedback by local communities Vulnerable groups know about the project and the status of implementation vulnerable groups actively participate the implementation of the project Project provides regular updates on progress, delays, obstacles and finance a range of stakeholders Suggestions and comments of vulnera groups and local communities is integring in the project planning and	in s to
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Adaptation Fund NGO Network

South Africa

CSO Dialogue Bonn, 8 October 2015 Bettina Koelle, Indigo development & change



Note: This score card is designed to summarize a regular and quick assessment process of all Adaptation Fund projects. The findings of this scorecard will be presented at the regular civil society dialogue meetings with the Adaptation Fund Board.

The assessment is conducted by the local AFN partner, and the findings are circulated to the relevant NIE/ EE to comment on findings.

	Criteria	Indicator / s*	Means of verification**	Findings***	Conclusion	NIE/ EE Response	Categories of assessment
1	Project Design phase	ct Design phase					Compliant
1.1	Vulnerable groups have participated effectively in design of the project	Suggestions and comments of vulnerable groups and local communities are integrated in the project planning and implementation	Consultative workshop reports, email communication, stakeholder consultation workshop reports	Vulnerable groups have contributed to projects design by providing input and feedback in the course of the project development process.	Compliant		mostly compliant
1.2	The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders	NIE SC minutes, PAG minutes, email communication, briefing workshop reports	The process is governed by a NIE Steering Committee, meeting regulairy and keeping transparent minutes. Civil Society is represented in these Steering Committees.	Compliant		needs improvemen
1.3	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in project planning and design	Compliant		urgent improvemen
1.4	Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	no information available		no information available
1.5	Project is embedded in local policy	Project outcomes are linked to local policies and strategies	Call for project proposals, PAG minutes	SGF projects will have to be linked to ongoing local development processes - and the Facilitating Agencies will ensure this.	Compliant		
2	Project Implementation phase						
2.1	Vulnerable groups are involved in the implementation of the project	Vulnerable groups know about the project and the status of implementation Vulnerable groups actively participate in the implementation of the project					
2.2	The project effectively communicates 2 project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders					
2.3	Responsiveness to feedback by local communities	Suggestions and comments of vulnerable groups and local communities is integrated in the project planning and implementation					
2.4	The project implementation is on track	Project implementation is taking place according to defined implementation guidelines					
2.5	Effective project decision making	The project makes effective and timely decisions and effective monitoring is taking place to allow course correction					
2.6	The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation					
2.7	7 Sustainable project outcomes	Project activities implemented have sustainable impacts Infrastructure put in place will last beyond the project timeframe					
2.8	8 Financial accountability	The financial statements of the project are audited and publicly available expenditure is in line with budgets					
2.9	The project is managed in a transparent and accountable manner	A local project committee/ body is overseeing the implementation of the project and ensures transparency of implementation and finance.					
			C		•		
	What were your main activitie	es in the past 6 months?	What are major project achievements?	hat are major project concerns?	Are there any lessons learnt from the process to date?	Did you encounter any challenges doing the monitoring work?	
Cons	appointed: SouthSouth North ** Facilitat servation South Africa and ChoiCe Trust ** sshop in Oct 2015***Processes have been	PAG has been established ** Inception	Enhanced Direct Access	t one	It takes time to put robust granting facility processes into place	No	
proje	ect implementation ** Call for concept no I 2016		Strong learning component 2 pilot districts: Mopani & Namakwa (Possiblity for expansion)				
			Transparent governance system (PAG, NIE SC)				

* Indicators: Please use appropriate

indicators, considering suggestions

** Means of verification: Description of what information was used to assess the indicator (e.g. number of interviews, documents reviewed, etc)

*** Findings: Please summarise your findings here. Note more detail needed in the open section at the end of the document

Prepared by	Date	Sharedwith NIE/EE	Date
Bettina Koelle	07-Oct-15	Mandy Barnett	07-Oct-15
bettina koene	07-021-13	Wandy barriett	07-001-13

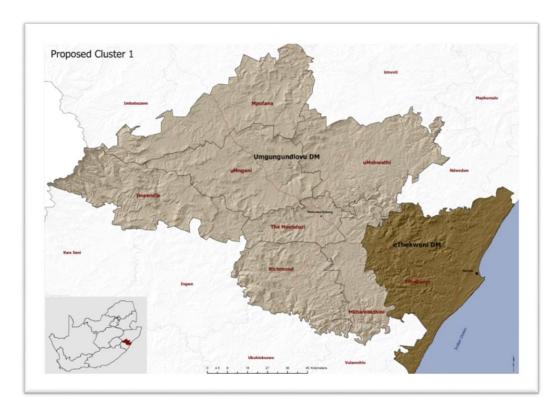
Criteria	Indicator / s*	Means of verification**	Findings***	Conclusion	NIE/ EE Response
1 Project Design phase					
1.1 Vulnerable groups have participated effectively in design of the project	Suggestions and comments of vulnerable groups and local communities are integrated in the project planning and implementation	Consultative workshop reports, email communication, stakeholder consultation workshop reports	Vulnerable groups have contributed to projects design by providing input and feedback in the course of the project development process.	Compliant	
The project effectively communicates project progress with a range of stakeholders	Project provides regular updates on progress, delays, obstacles and finances to a range of stakeholders	NIE SC minutes, PAG minutes, email communication, briefing workshop reports	The process is governed by a NIE Steering Committee, meeting regulalry and keeping transparent minutes. Civil Society is represnented in these Steering Committees.	Compliant	
3 The project is following a gender sensitive approach	Gender is given thorough consideration - and the project is implemented by men and women, while men and women benefit from project implementation	workshop reports, project proposal, environmental and social safeguard	Gender is given sound consideration in project planning and design	Compliant	
1.4 Sustainable project outcomes	Project activities implemented have sustainable impacts. Infrastructure put in place will last beyond the project timeframe	n/a	The projects for the SGF still have to be determined	no information available	
5 Project is embedded in local policy	Project outcomes are linked to local policies and strategies	Call for project proposals, PAG minutes	SGF projects will have to be linked to ongoing local development processes - and the Facilitating Agencies will ensure this.	Compliant	

Categories of assessment		
Compliant		
ı		
ı	mostly	
	compliant	
	needs	
	improvement	
	urgent	
	improvement	
	no	
information		
	available	

Open questions						
What were your main activities in the past 6 months?	What are major project achievements?	What are major project concerns?		Did you encounter any challenges doing the monitoring work?		
EE is appointed: SouthSouth North ** Facilitating agencies are appointed: Conservation South Africa and ChoiCe Trust ** PAG has been established ** Inception workshop in Oct 2015***Processes have been put in place for call for porposal to project implementation ** Call for concept notes open *** first projects granted in April 2016		None	It takes time to put robust granting facility processes into place	No		

Building Resilience in the greater uMngeni Catchment

- Project Management Unit (PMU) at uMgungundlovu District Municipality
- Due diligence process conducted with partners
- Project inception workshop October 2015
- The project is in implementation phase

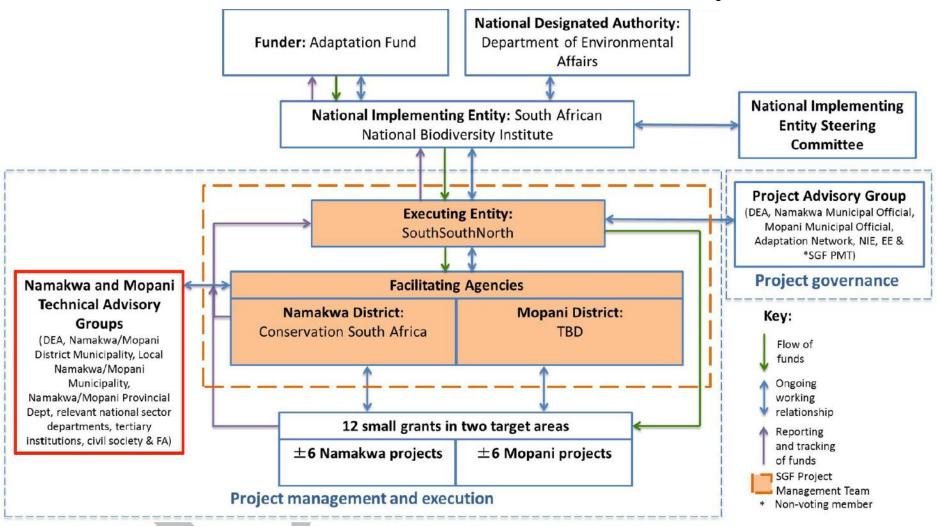


Small Grants Facility for Enabling Local Level Responses to Climate Change

- Project Advisory Group established
- EE and Facilitating Agencies contracted
- Procedures in place for proposal submission and approval
- The call for concept notes is now open
- First projects funded by April 2016

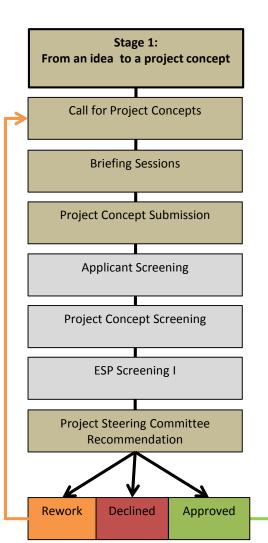


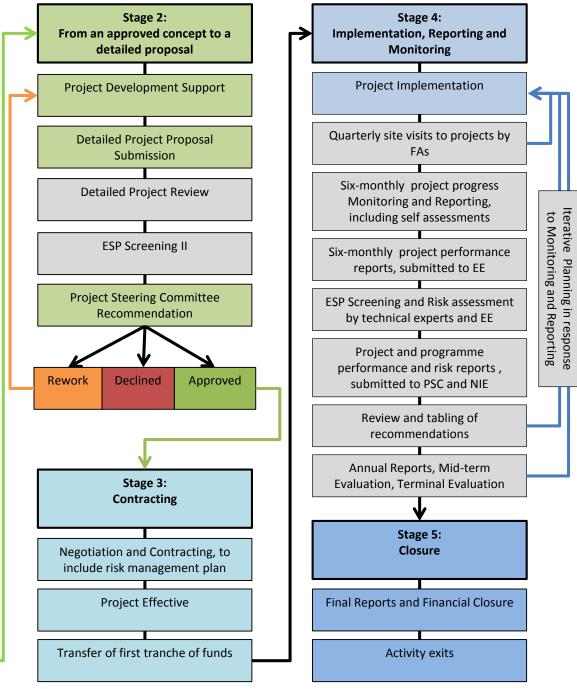
Governance of the Small Grant Facility



Ongoing Project and Programme Level Risk Management

(risk management activities are shaded grey)





Thank you.

