**A-1: Monthly Work Plan for Payam Assistant**

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| --- | --- | --- |
| **Name of Payam Assistant:** | **Planning Month** | **Implementing partner:** |
| **Payam:** | **County:** | **State:** |

**Planed visits to Key Informants**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SN** | **Name of KI** | **Location of KI**  | **Date of planned visit**  | **Specific issues to discuss**  |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |
| **6** |  |  |  |  |
| **7** |  |  |  |  |
| **8** |  |  |  |  |
| **9** |  |  |  |  |
| **10** |  |  |  |  |
| **11** |  |  |  |  |
| **12** |  |  |  |  |
| **13** |  |  |  |  |
| **14** |  |  |  |  |
| **15** |  |  |  |  |

(Note: all Key Informants should be visited every month)

**Planned meeting**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SN** | **Location of meeting**  | **Date of meeting**  | **Type of meeting**  | **Purpose of meeting**  |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |
| **6** |  |  |  |  |

**Other planned activities**

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