



Progress Report January to December 2007

Unit: Mainstreaming Best Practices

Staff strength: 6 Nos. (Manager and five Programme Assistants)

1. Training Programme / Workshops

All trainings were prepared and conducted according to the standards and client needs. Training manual, session plans and handouts were always prepared. Handouts were distributed during the training course to the participants.

The following table shows the training achievement in the year 2007.

Year 2007	Trainings / Workshops	Beneficiaries (Nos.)	Participants from
1 st Qtr.	Training on Facilitation Skills	12	UC Trincomalee, ACLG office Trincomalee, CLG office East
	Community mobilization and Community development	29	Rural Development Dept, East & Districts staff
2 nd Qtr.	Social mobilization - session 1 for 2 nd Community Water Supply and Sanitation Project	46	Pradesha Saba, Kantale Pradesha Saba, Kinniya. Local NGOs –TYDUP & Kinniya Vision
	Social mobilization - session 2 for 2 nd Community Water Supply and Sanitation Project	28	Pradesha Saba, Kantale Pradesha Saba, Kinniya. Local NGOs –TYDUP & Kinniya Vision
3 rd Qtr.	Project Cycle management, Proposal writing and Core competencies of officers	23	Co-operative Department, North & Districts staff
4 th Qtr.	Project Cycle Management	26	Local NGOs - OXFAM Partner Organizations

2. Assignments

(i) Public Engagement Session for Urban Council (UC) Trincomalee:

CIRM was assigned a consultative role as public engagement specialist to facilitate public engagement sessions to prepare Medium Term Development and Operational Priorities and Financial Framework (MTPF) for UC Trincomalee.

Four sessions were conducted in 1st quarter of 2007:

1st PES for representatives of community based organizations on 23rd January.

2nd PES for representatives of business community on 12th February.

3rd PES for religious leaders on 14th February.

4th PES for service providers, Grama Niladhari and dept officers on 15th February.

Urban Council (UC) elected members, selected UC staff and Public Health Inspector's of the UC area attended all Public Engagement Sessions and facilitated whenever necessary arose.

(ii) Process Monitoring 2nd round for NECCDEP:

Conducted from October 2006 to February 2007 in Ampara, Batticaloa and Trincomalee districts;

Includes design preparation, field assessment, data analysis, report writing;

Report submitted to NECCDEP in August 2007

(iii) Process Monitoring 3rd round for NECCDEP:

Design and methodology was completed;

Field assessment started in December in Trincomalee, in Ampara and Batticaloa districts in January 2008.

(iv) Impact Assessment for NECCDEP:

Design, methodology, indicators and questionnaires drafted;

Field assessment will be done in Ampara, Batticaloa and Trincomalee districts in the year 2008.

3. Enhancement of Knowledge and Skills on Strengthening of Community Based Organisations (CBO)

Training of Trainers (TOT) on CBO Strengthening for one week in September organised by CIRM and conducted by GTZ-PIP consultant to the staffs of CIRM and other relevant departments. Training requirements were identified by CIRM and training contents were prepared by GTZ-PIP consultants and CIRM senior staff. 15 field officers from CIRM (7 Officers), RDD (N&E), Local Government (East), NECCDEP and one Local NGO participated in the above TOT. Training manuals also produced. Follow-up course will be in March 2008.

4. Documents Produced (reports, manual, etc.)

(i) Report on the process of Community Engagement in the preparation of the five years plan for Urban Council Trincomalee was submitted and feedback sessions held in May & June 2007.

(ii) CBO strengthening manual (Module 1 and 2) is completed. Module 3 will be prepared in March 2008 and complete manual will be available by May 2008.

(iii) Report on Process Monitoring 2nd round produced and submitted to NECCDEP and ADB Manila in August 2007.

(iv) Community Development Resource Book preparation has in progress from April 2007 and will be completed by Mid 2008.

Unit: Information System

Staff strength: 04 (One Programme Assistant, one Management Assistant and two data entry operators)

1. Production of Maps for Administration, Planning and Monitoring

(i) Eastern Province map and Northern Province map for administrative purpose produced, Issued one province map for all provincial department and ministries:

(ii) Updated Batticaloa GN division polygon.
97 GN divisions in Survey Department data was updated to 348 GN Divisions

(iii) DS Division maps were produced for Administrative purpose:
07 Districts completed (except Ampara)
58 DS Division maps were produced (20 divisions of Ampara not yet produced).

(iv) Urban Council Trincomalee, UC Kinniya , Pradesha Saba Kinniya maps were produced.

(v) Road network map of Northern Province for Department of Road Development was produced for their need assessments. (Jaffna , Mannar , Vavuniya, Mullaitivu, Killinochchi districts).

(vi) Batticaloa Education Zone map and Kalkudha Education Zone map were prepared and handed over to the respective Zonal directors.

(vii) Health sector administrative unit maps for MOH, PHI and PHM area were in preparation for the districts of Northern Province. Presentation was made to the senior staff of health department on GIS basics and the potential for use in the health sector.

(viii) Agriculture Instructors range map for Trincomalee districts produced.

2. Database Development

Generated land database for the Department of Lands:
Draft database presented to the Department of Lands, Eastern & Northern Provinces, included suggestions of the department;
Final database was presented.

3. Promotion of the use of GIS among the government departments

(i) Training for the department's staff:
Short course on Geo-informatics for 6 days was arranged at University of Peradeniya; 18 staff from the provincial ministries and departments were trained.

(ii) Digital data sharing with other government departments:
Northern Province data given to North Chief Secretary's Secretariat, Agriculture Department and Irrigation Department.

4. Distribution of Poverty Data to the Districts and DS Divisions

Reprinting the Vulnerability – Poverty Profile for eight districts;
Free issue of one copy to each District Secretariat, Divisional Secretariat and Samurdhi offices is still in progress.

5. Contribution to National Events in GIS promotion

Participation in National workshop of spatial data policy preparation;
Presentation of paper at national GIS symposium 2007

Capacity building of CIRM staff

On-the Job Training

Staff had intensive on-the-job training under the guidance of CIRM senior staff and GTZ-PIP consultants. The staff members (four in IS unit and four in MBP unit) are presently competent in:

- designing training programme to suit the clients' need
- preparing training materials, session plans, manuals and hand-outs
- conducting training programmes
- preparing monitoring designs
- conducting field surveys and analyzing data and report writing
- spatial data generation
- GIS application and database development

Training/ Workshop	Duration	Conducted by	CIRM staff participated
Training of Trainers on Sustainable Livelihood approaches	08 days	NECCDEP & GTZ-PIP	01
Training Methodology course	23 days	GTZ-PIP	01
Induction Course for PAs	05 days	MDTD & GTZ-PIP	01
Town & Country Planning workshop	01day	GTZ-PIP	12
Town & Country Planning short course	07 days	GTZ-PIP	02
Facilitation workshop	06 days	GTZ-PIP	02
Training of Trainers (TOT) on CBO Strengthening	One week	CIRM & GTZ-PIP	07
Visual Basic application for Arc GIS	04 days	GTZ-PIP	04

STEPS (Skills Through English for Public Servants)	One month	British Council & GTZ-PIP	04
Pre STEPS (Skills Through English for Public Servants)	One month	British Council & GTZ-PIP	02
English Training in UK	One month	GTZ-PIP	02