

VILLAGE CONSERVATION DEVELOPMENT COMMITTEES TRAINING

STRATUM ONE TRAINING

REPORT

Target Population: In this instance the target group is the Village Conservation Development Committees (VCDCs) members in all the 12 villages in stratum one. By the first week of March all the 12 villages had been covered by the Training Education and Communication Co-ordinator (TECC) team. Therefore the team has trained the 12 village VCDC in Stratum One to date.

Background

The Lake Tanganyika Biodiversity Project (LTBP) TECC in collaboration with the Lake Shore contact person had identified a training need for the Village Conservation Development Committees (VCDCs). The training need identified was long overdue, in fact two years over due as it is an activity that should have been conducted soon after establishment of the VCDCs in 1998.

It was observed that most VCDCs did not keep records of their meetings nor minutes. Most meetings were verbal and decisions mainly made by the chairperson. Four Training Sessions on 'How to Conduct Meetings' were planned with at which three villages would be trained in one session lasting for two days. Each VCDC consists of 10 members each including the village headman.

Each session therefore had a target number of 30 VCDC members and three headmen. However this full capacity was not attained at any one time. This, we were informed by the villagers, was mainly because it is the rainy season, which is a busy period in the villages.

Objectives

The main aim of this training activity was to outline and where necessary provide VCDC members with skills for conducting, recording meetings as well promoting full participation by the members.

This was in order to enable communities living on Lake Tanganyika to better organise themselves and plan community activities, especially in environmental management.

Specific Objectives were :

By the end of the training session, the VCDC committee members should be able to:

- Call up and conduct a meeting with their respective communities
- Facilitate a participatory meeting
- Record proceedings simply
- Report to the appropriate authorities e.g. traditional leaders and Government departments whenever they need assistance.

Preparation:

The preparation for this training activity was spearheaded by the TECC in Lusaka in consultation with the lake shore contact person. The training was identified by the two and outlined during a workshop in Bujumbura with other TECCs from other countries and the two consultants on this component.

Lusaka:

The Preparations involved a proposal outlining the intended activities and budget being drawn out by the TECC. This was done in direct consultation with the lake shore contact person, PCU and the consultants before finances were finally released. by PCU.

It was agreed on to train one stratum consisting of 12 villages rather than conducting one session as proposed by PCU which would have covered only three villages. This was possible when the budget was revised with assurance from the lake shore contact person that funds released could Carter for the 12 village committees in one stratum as opposed to one session training only 3 village committees.

The Revised budget is attached in the appendix

Resource people to carry out this activity were identified in Mpulungu and Lusaka. Two facilitators were identified from Mpulungu in addition to the lake shore contact person. Facilitators from Lusaka were the TECC and the Ass. National Co-ordinator/SEC, who was also scheduled to be at the lake when this activity would be carried out.

It was established that the team identified for this training activity had also been identified as resource people under the Social Economic activity.

As the social economic activity was scheduled for 2 to 3 days from 31st January, the EE activity was planned to be conducted after the SE activity.

The training activity was therefore scheduled to commence on February 2nd or 3rd. It was planned to last 8 days i.e. four sessions of two days each.

It was agreed with the lake shore contact person what requirements were not always available or expensive in Mpulungu to be purchased in Mpulungu.

All the workshop materials and most of food supplies were bought from Lusaka.

Mpulungu:

Arrangements were made through the lake shore contact person to notify the identified resource people to make preparations for the session.

Notices of the training sessions were sent out to the target villages

The programme in Mpulungu was changed with SE activities to be conducted after EE activities as proposed by the SE facilitator. The team had two days to prepare materials for training and buy perishable supplies from Mpulungu.

Lesson outline and content were prepared and shared. **check appendix**. The training programme was also accordingly worked out **check appendix**.

Facilities:

LTBP Office:

Facilities required from LTBP – Mpulungu office were

- Flip Chart stand
- Boat
- Engine
- Life Jackets
- Sleeping bags

Villages:

Facilities required at the village were:

- Sheltered Room with tables and chairs
- Pots, plates, cups, cutlery
- Rent House

Training Approach

The team tried as much as possible to use participatory methods and approaches for this training exercise. Mainly these were the following:

- Group Discussions and Report back
- General Discussion
- Brainstorming
- Role Plays

The Team

The TECC team comprised of five members:

1. A Mugala Head Master – Director of Education, Mpulungu and local school Headmaster. Mr. Mugala has been involved in a lot of community training activities in Mpulungu. He is a respected member of the Mpulungu community and heads the basic school in Mpulungu. He also speaks the local language.
2. L. Mofya – District Officer Community Development. Ms Mofya is the district community development officer for Mpulungu. Her office has working relationships with most development activities in the area. As a result her office has direct contact with the local communities.
3. Mr. F. Ngandu – Field Co-ordinator Department of Fisheries – Mpulungu. Mr. Ngandu is the lake shore contact person for EE activities and of late SE

activities. He has been instrumental in the formulation of the VDCs. He is constantly in touch with the villages and has regular monitoring activities.

4. Mr. M. Chitalu – Ass. National Co-ordinator LTBP and at the same time SE co-ordinator – Lusaka.
Mr. Chitalu has experience working with village communities especially in conducting PRAs and social economic activities. Mr. Chitalu has long experience working with village communities especially in PRAs. Hence the team drew and learned from his experiences.
5. Ms. K Mfuni – TECC LTBP – Lusaka.
As co-ordinator prepared logistics for the training session and liased on the training schedule and programme with the above identified resource people.

The Workshop Content

The training sessions were to be conducted in two days. (See Programme appendix) The lessons were divided into seven schedules. And were facilitated by the resource people as indicated on the lesson schedule (see programme appendix). The sessions started earlier than anticipated because the SE activity was postponed.

Training Sessions

The meetings for VDCs were divided as follows:

- First Meeting: At Chipwa village with, Miamba and Chitili villages
- Second Meeting: At Chisanza B, village with Chisanza A and Itongo villages
- Third Meeting: At Kawe Village, with Muzumwa and Kasakumulwa villages
- Fourth Meeting: At Kapata Village with Kamuswilo and Chituta villages

Sessions were conducted as per training program (see appendix). The sessions were conducted in the following manner.

Training Session Content Outline

Was as follows:

OUTLINING AND HARMONISING ROLES OF THE VDCS

Lesson 1. TERMS OF REFERENCE
How
Discussion in Plenary
Question and Answer session
Recording of summary of TORs

Lesson 2. ROLES OF COMMITTEE MEMBERS
How

Group Discussions/Role Play
Discussion
Recording of summary of roles

CONDUCTING MEETINGS EFFECTIVELY

Session 3. PROCEEDURES OF MEETINGS

How

Role Play
Question and Answer session
Discussion
Recording Summary of Proceedures

Session 4 PARTICIPATORY APPROACHES

How

String Game
Question and Answers on lessons learnt through game
Drawing conclusion and recording

Session 5 REACHING CONSESUS

How

Role Play
Question and answer
Discussion
Recording Summary

Session 6 RECORDING MINUTES

How

Discussion in Plenary
Question and answer
Recording of Summary

ACTION PLANNING

Session 7 ACTION PLANNING

How

Question and Answer
Discussion
Recording of Summary

Chipwa Village Training Session 2nd – 3rd February

This session was conducted during the above indicated period. The scheduled programme was adhered to with a few changes and adjustments. The first day started in the afternoon rather than the morning. This was due to the fact that the TECC team had been unable to travel to Chipwa village the previous afternoon due to rains and a choppy lake.

The Chipwa village headman officially opened the training session. The sessions were conducted in a shelter in the centre of the village.

Success:

Positive scores at the Chipwa session were:

There was a good turn out

People participated enthusiastically

Hurdles/Obstacles:

Difficulties that the TECC team encountered at the Chipwa session were:

Expectations by the villagers to be paid an allowance

Short notice of training session to the target group

Timing of the activity in the farming season

Pilfering of Boat oars and some food stuffs.

Chisanza B Village Training Session 4th – 5th February

Planning and Conduction of this session was much better than the Chipwa session.

The VCDCs at this venue were better prepared for the TECC team and training session. The session was officially launched by the female village chairperson.

Sessions were being conducted in the school.

Successes

Good scores at the Chisanza Village sessions were:

VCDCs well organised

TECC team good rapport with VCDCs at this venue

Clarified allowance issue from the on set.

Orderly and Organised distribution of food.

Obstacles/Hurdles

Areas in which there was some problems encountered were:

Apart from the host village there was Low turn out from Chisanza A and Itongo.

Participation was lower than the Chipwa session

Short notice of training session to the target group

Timing of the activity in the farming season

Kawe Village Training Session 10th – 11th February

Successes

High participation by the target group.

All Intended targets attended the meeting

Arrangement of logistics by the VCDC was very good

Obstacles/Hurdles

Participants felt the programme should have been more spread out
There were expectations of being taught rather than sharing ideas
Expectations of sitting allowance.

Kapata Village Training Session – February

Successes

Obstacles/Hurdles

Recommendations

There is need for a follow up activity to be conducted before the end of the project, to ensure that procedures are followed. It is also worthwhile to compile list of possible financial partners either local or international donors.

It is important that VCDCs are informed of training sessions well in advance before intended date.

VCDCs should be informed at the on set before session starts of the status on allowances.

It is important to establish how the VCDCs fit in the Village structure set up.

Regular contact between the VCDCs and local authorities or work partners in Mpulungu should be encouraged.

Revised Budget

Basing on expenses spent on the just concluded training session workshops. The TECC team working with the consultant on TECC revised the project as follows:

Stratum 2 & 3

Food for Participants	\$600
Per Diem 3 facilitators @\$18 by 4 days	\$216
PRA for 2 facilitators (16 days) by \$100	\$200
Workshop materials	\$80
Total	\$1,096

*Most sessions in these two stratum will be conducted in Mpulungu town

Stratum 4

Food for the participants	\$300
Per Diem 3 facilitators @\$18 by 10days by \$18	\$540
PRA for 2 facilitators (10days) @ \$50	\$100
Training Materials	\$80
Total	\$1,020

Stratum 5

Food for the participants	\$300
Per Diem 3 facilitators @\$18 by 10days by \$18	\$540
PRA for 2 facilitators (10days) @ \$50	\$100
Training Materials	\$80

TECC Visit for wrap up of training activity:

Fuel (Diesel - Lusaka to Kapiri 120ltrs by K1850=K

\$

train fare

Per Diem

Total \$

ENVIRONMENTAL EDUCATION SPECIAL STUDY

VCDCS TRAINING PROGRAMME

Day 1

Time	Activities
08:30hrs – 10:00hrs	Introduction Objectives and Aims Official Opening
10:00 – 10:30 hours	Break
10:30 – 11: 30 hours	Terms of reference for village Conservation and development committee
11:30 – 13:00 hours	Roles of committee members
13:00 – 14:30 hours	Lunch
14:30 – 15:30 hours	Procedures of meetings
15:30 – 17:00 hours	Participatory activities for meetings

Day 2

08:00 – 09: 00 hours	Review Day 1 activities
09:00 – 10:30 hours	Participatory activities – Mapping
10:30 – 11:00 hours	Break
11:00 – 12:00 hours	Reaching consensus
12:00 – 14:00 hours	Lunch
14:00 – 14: 45 hours	Recording minutes
14:45 – 16:15 hours	Action planning
16:15 – 16:30 hours	Conclusion and closedown

TEAM MEMBERS

Kwali Mfuni, TEEC – LTBP/ECZ, Lusaka
M. Chitalu, A/NSEC, ECZ/LTBP, Lusaka
F. Ng'andu, Field Coordinator, DoF, Mpulungu
A. Mugala, Head Master, DoF, Mpulungu
B. L. Mofya, DCDO, DoCD, Mpulungu