



Afghan Civil Society Forum (ACSF)

مجتمع جامعه مدنی افغانستان

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USAID/ LGCD Coordination Department

Technical Assistance Visits to: Lugar Province

Report Submitted by
USAID/LGCD S/E Follow- Up Department

Submitted to
USAID/LGCD S/E Main Office Kabul

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Background

The Local Governance and Community Development (LGCD) project is funded by USAID to assist the Government of Afghanistan (GAO) to extend its writ in provinces and districts by implementing institution building and community development projects that improve GAO services delivery and stability in the provinces. USAID LGCD, implemented by DAI in collaboration with Provincial Reconstruction Teams (PRTs), operates in Laghman, Kunar, Nangarhar, Khost, Nooristan, Paktika, Paktya, Khost, Ghazni, Kandahar, Helmand, Uruzgan, and Zabul provinces.

The objective of the LGCD Component is: 1 – Support to Local Public Administration and Governance 2– is to improve provincial and district level government capacity to deliver services that are responsive to citizen needs. The activities implemented under this component are designed to achieve the following:

- Build and support sub-national government institutions to be responsive to community needs by delivering essential services effectively and efficiently;
- Improve citizen participation in planning, decision-making, and oversight;
- Improve sub-national government's transparency and accountability to citizens;
- Strengthen inter-governmental relations.

Target institutions for LGCD interventions include sub-national government institutions such as, the offices of the Provincial Governor (GAO), Provincial Development Committees (PDC) and Provincial Line Ministry Departments. All those are challenged by a lack of institutional capacity to fulfill their mandates.

Under the training component, LGCD provides formal training to civil servants focused on attainable knowledge and necessary skills to improve provincial and district capacities to deliver services which address citizens' needs and otherwise to strengthen public relations and outreach. The trainings which will run for 16 months comprise Basic English, Information Technology and General Management including Financial Management, Human Resources Management, Conflict Resolution, Leadership, Project Management, Procurement and Communications Training Modules.

General overview

This report covers the training activities on trainers' assessment, Methodology, trainers & trainees tests, lesson plans, schedules, and coordination meetings with USAID/LGCD/ S/E ,IARCSC , representatives, training materials, training venues, training equipments, meetings with implementing partner NGOs staff, trainees' feedback, trainees' suggestions and training officer feedback.

Training observation in Lugal province

1. Management training:

The management training was observed and visited on Monday 16 Feb/2009 which was being conducted in the Directorate of information and cultural and it started at 9:00 a.m. and lasted at 11: 00 a.m. Only 13 male participants were present on the above mentioned date and cash book from financial Management Module was being taught by Mr. Moh Daud, and one management Trainer Mr. Moh Qasim was absent. And all the necessary training materials were available such As lesson Plans, schedules, multimedia, and computer, white boards, flip charts, flush cards and

so on. The generator was not working that is why he was not using PPTs and other training materials. The training was not running completely according to TOT and different

2. English training:

The English Training was observed on Monday 16th Feb/2009 which was being conducted in the Directorate of information and cultural training hall and it started at 9:00 a.m. and lasted at 10:30 a.m. Only 20 male participants were present on the above mentioned date and the participants were attending the trainings with great enthusiasm and regularly this training was being conducted by Mr.Habib khan, and Mr. Khanzada English trainer was absent, page # 100 from New intercom one was being taught by the above mentioned trainer and all the necessary training materials were available during the training such as lesson plans, schedules, multimedia, computer, white boards, flip charts, flush cards and so on. The generator was not working that `s why he was not using PPTs.

3. Information and Technology training:

The Information and Technology Training was observed and visited on Monday 16th Feb/2009 which was also being conducted in the Directorate of Information and cultural and it started at 10:30 a.m. and lasted at 12: 00 a.m. Only 20 male participants were present on the above mentioned date and the participants were attending the trainings with great enthusiasm and regularly and review of previous lesson from Ms excel module were being taught by Mr. Burhan Naizi and Jawed IT trainers, all the necessary training Materials were available during the training such as lesson plans, schedules, multimedia, computer, white boards, flip charts, flush cards and so on. The generator was not working that is why they were not using PPTs and other training materials.

Feedback from training officer about the training procedure

USAID/LGCD Project was implemented satisfactory and properly according to plans and schedules but all the training equipments were not well organized because the there were some technical problems in generator. They were not using flipcharts, flash cards, and participatory training methods. Only lecture methodology was utilized except in English training. The BEST/LGCD project manager was on leave on 16th Feb so the information shared regarding TOT methods with trainers. They said that in case of technical problems in generator the Management, IT and English trainers were not using PPTs. IT and management trainers were not using other training Materials, due to this reason some training methods were discussed with them in order apply them and make the trainings more effective and productive. Moreover, some information about filling system for some necessary documents was shared with them. The issues related to USAID/LGCD project like training progress and other aren't coordinated properly and solved with close cooperation of DAI, BEST and IARCSC. Therefore, to run the project smoothly and not face any obstacles and challenges during the implementation of project close coordination is necessary among the mentioned stake holders. They were requested to have close coordination and cooperation with DAI and IARCSC regional staff.

Suggestion of participants

All the trainees stated that the trainings are more significant and more effective for the civil servants and said that the human capacity building program is very vital and important for a developed and stable state. They were very happy from the trainers and one of the participants expressed his views as follow: Mohammad Yaseen explained the current capacity building program very effective and productive for the civil servants and added that for the last 10 years I have been working with govt but I had not seen and participated in such trainings programs so

for. They thanked USAID/LGCD and IARCSC for arranging such trainings for them and had some suggestions that are as follow:

- The duration of the trainings should be extended
- The management Pashto books should be replaced to Dari books
- The heating system for training hall should be arranged regularly
- The generator should be checked and repaired on time.

Coordination Meeting in Lugar Province

Date: Feb 16th 2009
Time: 11: 30 a.m. – 12:00 a.m.
Venue: IARCSC office

Participants: Mohammad Ajmal IARCSC provincial representative,
Burhanuddin IT Trainer and
Dr Abdul baqi Saboori training officer for USAID/LGCD follow up Department

Meeting Agenda:

- Brief information about the ACSF UDAID/LGCD follow up Department's role.
- Progress overview of trainings and challenges
- Cooperation and coordination among BEST,DAI, and IARCSC
- How to make trainings more effective and productive
- Generator problem
- Absentees of the participants in the 2nd round
- Selection of the over 50 years participants

Agenda	Discussion and decisions
<p>Brief information about the ACSF USAID/LGCD follow up Department's role and coordination meetings</p>	<p>Dr. Abdul Baqi Saboori training officer for USAID/LGCD follow up Department stated the main duties of follow up Department as follow:</p> <ul style="list-style-type: none"> • Communication(reporting system) • Coordination or follow up • Conducting of TOTs and TOT refresher workshops with close cooperation and coordination of CSC and DAI • Preparation of training materials and circulating them to partner NGOs in the relevant provinces • Technical assistance visits to provinces for better coordination <p>Trainings of IT, English and Management were normally running but Some problems were found during the trainings about training as below.</p> <ul style="list-style-type: none"> • 6 out of 13 present participants are over 50 years old in the management training. • 60% percent absentees • Generator has technical problems • The majority of heating cost is not Paid by USAID/LGCD • Training center is cold up to date <p>Mr. Mohammad Ajmal said that we have great cooperation and coordination with Best staff and they promised that we will provide the following services to BEST</p> <ul style="list-style-type: none"> • After this we will increase our cooperation and coordination in order to make the trainings more productive and solve the problems • We will hold coordination meetings for the better coordination • We will hold a special meeting with government authorities about the trainee's absentees. • The generator problem ,heating and fuel's cost belongs to USAID/LGCD S/E we will solve it together with the project staff of BEST • We will try to select under 50 years old participants for the training, and will focus seriously regarding the selection.

Coordination Meeting in Lugar Province

Date: Feb 16th 2009
Time: 12: 00 a.m. - 12:30 a.m.
Venue: USAID/LGCD S/E provincial office

Participants: Nasir Ahmad Lazily USAID/LGCD S/E provincial coordinator,
 Burhanuudin IT Trainer for BEST/ LGCD project and
 Dr Abdul baqi Saboori training officer for USAID/LGCD follow up Department

Meeting Agenda:

- Brief information about the ACSF USAID/LGCD follow up Department's role.
- Progress overview of trainings and challenges
- Cooperation and coordination among BEST, USAID/LGCD S/E, and IARCSC
- How to make trainings more effective and productive
- Generator problem
- Heating cost

Agenda	Discussion and decisions
<p>Brief information about the ACSF USAID/LGCD follow up Department's role and coordination meetings</p>	<p>Dr. Abdul Baqi Saboori training officer for ACSF USAID/LGCD follow up Department stated the main duties of follow up Department as follow:</p> <ul style="list-style-type: none"> • Communication(reporting system) • Coordination or follow up • Conducting of TOTs and TOT refresher workshops with close cooperation and coordination of CSC and DAI • Preparation of training materials and circulating them to partner NGOs in the relevant provinces • Technical assistance visits to provinces for better coordination <p>Some problems were found during the trainings as below.</p> <ul style="list-style-type: none"> • Generator had technical problems • The majority of heating cost is not Paid by USAID/LGCD that's why Training center is cold <p>Mr.Nasir Ahmad provincial coordinator for USAID/LGCD S/E said that we were so busy in our office any way we have great cooperation and coordination with Best staff and they promised that we will provide the following services to BEST LGCD project.</p> <ul style="list-style-type: none"> • Mr. Ajmal introduced Admin officer to the BEST for solving the problem of the BEST USAID/ LGCD project. • Will provide fuel for generator on time • After this we will increase our cooperation and coordination in order to make the trainings more productive and solve the problems • We have had coordination meetings with Nasir khan project manager for BEST USAID/ LGCD project and as well as we will hold coordination meetings for the better coordination • For the generator problem and payment of heating and fuel's costs BEST is responsible to contact Mr. Ajmal USAID/LGCD S/E Admin officer, he will solve all the problems.

Conclusion

Found my technical assistance trip to the mentioned province more effective and productive because all the training activities were observed, responsible figures of the related provinces were informed about their duties and responsibilities in order to make the trainings more effective and successful and moreover 2 Coordination Meetings were held with the responsible figures of USAID/LGCD S/E and IARCSC for better Coordination.