

TRAINING PROGRAMME REPORT

On Microplanning and IEC/Awareness Session for the Field Heads and Community Organizers



Organized by

Project Implementation Support Agency (PISA)

Assam Project on Forest and Biodiversity Conservation (APFBC)

Venue: Rural Resources and Training Centre, Umran, Meghalaya

Date: 21 and 22 July 2022



ACKNOWLEDGMENT

This training workshop report has been prepared under the project "Assam Project on Forest and Biodiversity Conservation (APFBC) Phase-II". PISA would like to express its sincere gratitude to the Project Director, Assam Project on Forest and Biodiversity Conservation for his kind approval and support. We are also thankful to Dr. Sonali Ghosh, CCF, RE&WP, and Director, Community Engagement, APFBC for her able guidance and leadership in organizing the training workshop. The organization of this training program would have not been possible without her support. Needless to say, it is due to the efforts of the State Forest Departments, which as Executing Agency of the project, continues to bring about effective changes impacting the forestry and natural resource management in the state.

We take this opportunity to thank the resource persons for their excellent presentation and deliberation held with the participants. We would also like to thank Fr. Kenny Pakma, Director, RRTC for providing us with an excellent venue situated in the serene and calm environment and the campus walk. It has been a wonderful experience.

We wish to thank all participants and individuals for their contribution to the completion of training workshops.

We would like to express our appreciation to colleagues from PISA who greatly contributed to the successful completion of the training program. We also appreciate the efforts and endeavors of all those who have been part of the training program and look forward to a more strengthened relationship with them in the future.

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EXECUTIVE SUMMARY

Forest protection requires measures aimed at the prevention and control of damage to forests caused by man, animals, insects, fungi, injurious plants, and adverse climatic factors. Despite the wide range of benefits – direct and indirect- provided by the forests to human society, forests in the state are under threat. Although there is growing awareness about the services that forest ecosystems provide and though more and more people now realize the crucial linkage of forests to the existence of humankind, forests are still not in a happy state. As community-based initiatives are imperative to avert further decline of forests and to conserve biodiversity, significant efforts have been made by the state Forest Department through the “Assam Project on Forest and Biodiversity Conservation (APFBC) Phase- I and II for improving the forest cover along with generating alternate livelihood avocations to reduce pressure on the forest. To strengthen the community engagement component of the APFBC, the department has engaged the services of a consortium as the Project Implementation Support Agency (PISA) which has employed a large number of experts as well as field staff under the assignment.

To achieve the objectives of the project, building the capacity of field staff through imparting training on various specific topics and issues related to forestry, micro-planning, income generating, and livelihood themes are crucial. Keeping that into account, a two-day residential training program “on Microplanning and IEC/Awareness Session was organized on 21st and 22nd July 2022 at Rural Resources and Training Centre (RRTC), Umran, RiBhoi, Meghalaya. The overall goal of the training programme was to develop an understanding of the Field Staff on their roles and responsibilities as well as to enhance their understanding of Micro Planning and Interpersonal communication.

The training programme was designed for the Field Heads and Community Organisers engaged by the PISA and was imparted in an interactive mode to make it as much participatory as possible. The methods used during the training programs were brainstorming, lectures, PowerPoint presentation, open discussion, group discussions, exchange of experiences, group works, and audio-visual techniques. To demystify the doubts about microplanning, interpersonal communication, community participation, and gender perspective adequate space was provided in each session for discussion and question answers. 19 Field Heads and 45 Community Organizers participated in the training programme. The training program consisted of 11 sessions covering relevant topics and was addressed by renowned subject experts and PISA professionals.

The first session was utilized for elucidating the purpose of the training, the current status of forest and biodiversity conservation in Assam, the livelihood options for the forest-dependent communities, communication needs, and the importance of the micro plan and microplanning processes. The second session was dedicated to sharing the history of the APFBC through a video clip and sharing experiences and learnings gained during the implementation of the first phase of the project.

In the third session, the team leader of PISA discussed interpersonal communication and why it was important in community engagement projects. He demonstrated effective use of verbal and non-verbal communication methods. Sri Mrigen Baruah, a forest official, and veteran in community participation shared his experience of community participation in biodiversity conservation and forest protection.

Dr. Sonali Ghosh, CCF, RE&WP, and Director, Community Engagement, APFBC graced the training programme as the Chief guest. She emphasized the role of Community Organizers and Field Heads in achieving the overall goal of the project. She said that the identification of correct skills, strengths of the communities, and proper linkage to the market was the key to the success of the APFBC project.

During session 5, participants were taken for a walk through the RRTC campus to witness different livelihood activities being carried out by RRTC by it.

Participants learned about micro-planning and its process of development in sessions 6, 7, and 8. Participants were also exposed to various principles of livelihood pentagon- human capital, physical capital, financial capital, social capital, and natural capital. Different tools of PRA and other micro planning techniques such as SWOT analysis, problem identification, vision building, transect walk, resource mapping, social mapping, wealth ranking, seasonality calendar, matrix ranking, timeline, Venn diagram, Focus Group Discussion, etc. were explained to the participants who practiced it in a live session organized in the campus hall.

Since gender mainstreaming is an important activity during the cycles of project implementation Gender Perspective in Conservation of Forest Bioresources was discussed by Dr. Oinam Sunanda Devi. She also detailed out bioresources of fruits, vegetables, medicinal plants, aromatic plants, dyes & resins, bamboo and greens, barks and fibres, palms etc. available in the state.

Participants were also informed about the various schemes and programmes of the state as well as the central government for convergence during session 10.

The training program was informally evaluated. Participants informed that the resource persons were able to facilitate the sessions smoothly in a participatory way. They were able to enrich their knowledge and understanding of APFBC, microplanning, interpersonal communication and gender perspective in the project. In all, the participants gathered an enhanced knowledge of biodiversity conservation and community participation in forest management.

Participants commented that though the topics/sessions chosen were important and appropriate for the training program, the duration of the training programme should have been longer.

INTRODUCTION:

A two-day training programme on Microplanning and IEC/Awareness Session was organised for the Field Team of Project Implementation Support Agency (PISA) of Assam Project on Forest & Biodiversity Conservation (APFBC) at Rural Resources and Training Centre, Umran, Meghalaya on 21.07.2022 and 22.07.2022. A total of 80 participants participated in the residential training programme including 10 Field Heads and 45 Community Organizers.

The overall goal of the training programme was to develop an understanding of the Field Staff on their scope of activities as a representative of PISA and to enhance their understanding of Micro Planning and Interpersonal communication.

Assam Project on Forest and Biodiversity Conservation (APFBC)

A collaboration of Government of Assam and Agence Française de Développement



Training Programme on

MICRO PLANNING & IEC/AWARENESS SESSION

Venue: RRTC Umran, Meghalaya | Date: 21st & 22nd July, 2022

Organized by:

Project Implementation Support Agency (PISA)

A consortium of



Objectives –

- Reiteration about the APFBC Project and its goals.
- Recap on the role of PISA as a Community Engagement Agency.
- To develop an understanding of the role of Community Organizers in the project.
- To develop an understanding of the scope and purpose of the Micro plan.
- To train the staff on the application of the Participatory Approach.
- To train the Field staff on interpersonal communication.



Resource Person- Dr. Simanta Kalita, Project Manager, PISA

SESSION 1: INTRODUCTION, ICE- BREAKER AND OBJECTIVES OF THE TRAINING

Proceedings: Dr. Simanta Kalita elucidated the purpose of the training with explanations of the current situation of forest and biodiversity conservation in Assam, the livelihood of forest-dependent communities, communication needs, and the importance of the micro plan and microplanning processes. He briefed about the Assam Project on Forest & Biodiversity Conservation (APFBC) with its aim to restore forest ecosystems, in collaboration with the forest-dependent communities to enhance their livelihoods, ensuring the conservation and sustainable use of biodiversity.

He informed that the training would detail the role of PISA as a Community Engagement Agency and provide an opportunity to understand what a micro plan is, how to prepare a micro plan and what are some of the participatory tools for community engagement and their applications. He coordinated the self-introduction of participants and appealed to them to take the opportunity of this training to understand their role and responsibilities in the project. Dr. Anchored all the sessions of Day 1 by giving an introduction to each session's topic and the resource persons.

SESSION 2: ABOUT THE APFBC PROJECT, PISA CONSORTIUM

Resource Person- Ms. Gyanasree Borthakur, Project Head, RGVN



Ms. Gyanashree Borthakur narrated the history of the APFBC project with the help of a video.

She reiterated that the vision of the project is to contribute through the engagement of the Forest Dependent Communities towards the conservation of nature for healthier ecosystems and happier communities. The short film showed glimpses of Phase I of the Project from 2012-2019. She mentioned that Phase I of APFBC tried to give alternative livelihood to the communities where 18 trades were incorporated. Banashristi a brand of products from the forest-dependent communities was created which promotes conservation-friendly livelihoods and income generation activities amongst forest fringe communities. Community engagement activities of Phase II of the project started in January 2022.



SESSION 3: INTERPERSONAL COMMUNICATION SKILLS

Resource Person- Sri. Sanjeev Pandey, Team Leader, PISA

Sri Sanjeev Pandey, the Team Leader of the project and an eminent communication expert explained what Interpersonal Communication (IPC) is, what are the different elements of Interpersonal Communication, and why it is important in community engagement projects, in what context, and how do we effectively use IPC skills. He also elucidated the principles of IPC and different types of IPC including verbal and non-verbal communication. He also emphasized the need to be a good listener to become a good communicator. He explained why and how can a communicator be assertive without being aggressive. While explaining non-verbal communication, he demonstrated how a communicator can use different signs or body language to respond to the participants in a group discussion or a community consultation. He also threw light on one-to-one communication, one-to-many communication, positive reinforcement, and negative reinforcement.

SESSION 4: CONDUCTING COMMUNITY AWARENESS PROGRAMMES IN THE CONTEXT OF JFMC/EDC



**Resource Person- Sri
Mrigen Barua, ACF, Assam
Forest Department**

Proceedings: Sri Mrigen Baruah started with the importance of Biodiversity conservation, increase of forest cover, and the history of JFMC in India and Assam. Then he appealed to the participants that they must understand the target community and the locality before visiting the field (background study). He mentioned that any activity in a forest fringe community should be aligned with the Working Plan of the Forest Department. Therefore, he appealed to plan activities in accordance with the Working Plan of the Forest Department. He briefed me on the minor details of how to organize a community awareness session, and some standard dos and don'ts. He mentioned that one must enlighten himself/herself with the knowledge of ethnobotany or traditional knowledge system to build a rapport with the community to get acceptance by them. He also explained that a social animator working in a JFMC / EDC area should also have knowledge of schemes and projects of other line departments so that the community can be benefitted through convergence.



SESSION 5: KEY NOTE ADDRESS BY CHIEF GUEST AND GUEST OF HONOUR

Proceedings: Dr. Sonali Ghosh and Fr. Kenny Pakma graced the training programme as the Chief guest and the guest of honour respectively. Both the guests were felicitated by the PISA team along with the DFO of the Research Cell of Assam Govt. Dr. Sonali Ghosh, in her message, spoke about the important role that the Community Organizers and Field Heads will play in this project. She said that the identification of correct skills, strengths of the communities and proper linkage to the market is the key to the success of the APFBC project. She expressed what APFBC Phase II intends to achieve and what is expected from the field team. Fr. Pakma briefed about the activities of RRTC, Umran in the field of rural livelihood.

- **Chief Guest: Dr. Sonali Ghosh, IFS, CCF, RE&WP**
- **Guest of Honour: Fr. Kenny Pakma, Director, RRTC**

WALK THROUGH THE RRTC CAMPUS

All the participants of the training, along with Dr. Sonali Ghosh walked through the RRTC campus to witness different livelihood activities being carried out by RRTC. The team saw the apiary, dairy, piggery and fishery units. Mr. Joseph Basumatary, Instructor of RRTC gave a detailed demonstration of the apiary unit showing the bee hives, how to handle them, what species is cultured and how much is produced. All participants enthusiastically observed the demonstration and asked a round of questions to know more about the activities.

SESSION 6: MICRO PLAN AND ITS IMPORTANCE IN JFMC/EDC



Resource Person
Dr. Abhinandan Saikia, TISS

Proceedings: Dr. Abhinandan Saikia explained what is a Micro plan and what is the importance of a Micro plan in JFMC/ EDC context. He also highlighted the importance of sustainable development. Micro planning is a participatory process where the concerned community and different stakeholders (service providers) come together to analyse the situation and prepare a plan with all micro details of the situation. He also explained the livelihood pentagon-human capital, physical capital, financial capital, social capital, and natural capital

SESSION 7: CONDUCTING GENERAL MEETING AT JFMC/EDC



Resource Person-
Dr. Saurindra Narayan Goswami
PRA Expert

Proceedings: Dr S.N. Goswami explained how to organize and conduct a general meeting of a JFMVC/EDC. He guided the trainees as to how should they approach the community as a facilitator. He suggested the trainees first identify some key informers who can provide vital information about the village.

He also explained that the role of the facilitator is to trigger the discussion and note down the strengths, weaknesses, opportunities and threats (SWOT) and facilitate and guide the communities toward building a collective vision for the JFMC/EDC. He narrated how to identify problems and prioritize them and through this exercise how to zero down to the entry point activities (EPAs). He also shared a draft micro plan template.

SESSION 8: RECAP OF DAY 1

Resource Person

**Ms. Sarabjeet Kour, Deputy General Manager
Vision EIS Consulting Pvt. Ltd.**

Ms. Sarabjeet Kour facilitated the session to recap Day 1 activities. Participants shared their learning from Day 1 during the interaction.

SESSION 9: TRAINING ON PRA TOOLS

Resource Person

Dr. Saurindra Narayan Goswami, PRA Expert



Dr. S.N. Goswami imparted training on various PRA tools in an interactive session.

Key Learnings:

- SWOT analysis,
- Problem Identification, Vision building,
- Transect Walk,
- Resource Mapping,
- Social Mapping,
- Wealth Ranking,
- Seasonality calendar,
- Matrix Ranking, Timeline,
- Venn Diagram (Chapati Diagram),
- Focus Group Discussion (FGD)

SESSION 10: GENDER PERSPECTIVE IN CONSERVATION OF FOREST BIORESOURCES

Resource Person-
Dr. Oinam Sunanda Devi
Scientific Officer (Assam State Biodiversity Board)

Proceedings: Dr. Oinam Sunanda Devi explained that gender relations play an important role in the conservation of biodiversity because men and women have different roles and they think differently too. With illustrative images, she narrated about tradable bioresources in Assam including fruits, vegetables, medicinal plants, aromatic plants, dyes & resins, bamboo and greens, barks and fibres, palms etc. and how men and women can play a role in conserving these bioresources.



SESSION 11: CONVERGENCE

Resource Person- Bidyut Bikash Das,
Convergence Expert, PISA

Proceedings: Sri Bidyut Bikash Das explained that convergence initiatives with different existing schemes and programs of the Government will be done under APFBC to leverage additional resources and get support from line departments to garner additional support to the community for fulfilling development needs and their upliftment as a whole.



SESSION 12: PRACTICAL SESSION/APPLICATION OF THE PRA TOOLS

Resource Person-
Dr. Saurindra Narayan Goswami,
PRA Expert

Proceedings: Dr. S.N. Goswami conducted a practical session on the application of the PRA tools. Participants got an opportunity to apply their learning in a mock practical situation.

They prepared a resource map, social map, seasonal calendar, timeline, and matrix ranking to prioritize problems and wealth ranking. The Community Organisers and the Field Heads were enlightened and engaged in this interactive session.

At the end of the training session, an Activity Calendar was given to the participants which will help them in planning the activities in their respective field areas. The activity calendar targets to complete 50 micro plans by the end of September 2022 in 50 JFMCs/EDCs.

The programme ended with a thanks note to all the participants by PISA Project Manager Dr. Simanta Kalita.

OUTCOME OF THE TRAINING WORKSHOP

- The participants enriched their knowledge and understanding of the Assam Project on Forest and Biodiversity Conservation project and the role of the Project Implementation and Support Agency in community engagement.
- Participants embraced the approach and methods for preparing micro-plans. They practiced various tools for micro-planning. They gathered enhanced knowledge on conducting the participatory rural appraisal.
- Participants learned about the strong need for adequate support for gender mainstreaming under the project.
- The knowledge of the participants on the role of forest communities in adaptation and mitigation, the importance of biodiversity conservation, challenges and impacts on ecosystems and livelihoods, etc. have been strengthened.
- During the campus walk, the participants became familiarized with some of the alternate livelihood options that can be made available to the forest communities.
- The participants also learned the strengths of the communication and awareness promotions, especially interpersonal communication techniques, and why it was imperative for community support and participation in the implementation of the project.
- Since some of the participants had worked on forestry projects earlier their rich experiences in community participation, micro-planning and gender perspective and forestry contributed to the wider learning experience for other participants.
- The Training workshop provided an opportunity for team building which was further optimized through group work.
- The active participation and positive attitude among the participants during the training were very encouraging and contributed immensely to the outcome of the training.

PHOTO GALLERY



Dignitaries on the stage



Dr. Simanta Kalita introduced Dr. Abhinandan Saikia and his topic



Sri Mrigen Barua's interactive session with the participants



Sri Sanjeev Pandey Presentation



Participants in the training



Sri S.N Goswami Presentation

List of Participants

Sl No.	NAME	CONTACT NO.	DESIGNATION	DIVISION
1	Chandrika Narzary	7002017133	FIELD HEAD	PARTBATJHOR A
2	Kalepuddin SK	7399986121	CO	
3	Arabinda Wary	8134949395	CO	
4	Rajib Uddin Barlaskar	9435521286	FIELD HEAD	HAILAKANDI, KARIMGANJ, KARIMGANJ SF
5	Jahidul Islam	8638086775	CO	
6	Ali Ahmed Laskar	9707836341	CO	
7	Abdul Hannan	6001756545	CO	
8	Imdadul Islam Laskar	7002903402 /9435279786	FIELD HEAD	CACHAR, SILCHAR SF
9	Saidul Haque Mazumdar	9435320233	CO	
10	Jasim Uddin Laskar	7002608916	CO	
11	Janeba Akter Barbhuyan	9954927702	CO	
12	Simon Basumatary	9101482773	FIELD HEAD	KOKRAJHAR SF, KOKRAJHAR WILDLIFE, CHIRANG
13	Hadwat Narzary	8135063722	CO	
14	Lwmshar Brahma	8486686525	CO	
15	Inamul Haque Ahmed	9864207439	FIELD HEAD	MANGALDOI WILDLIFE, SONITPUR EAST
16	Abdul Maleque	7002280261	CO	
17	Khairul Basher	6000034626	CO	
18	Rijumani Chetia	8876449637	FIELD HEAD	DOOMDOOMA
19	Sanupriti Saikia	6003667571	CO	
20	Biswajit Kr. Gogoi	9706872215	CO	
21	Afrin Khatun	8011649878/ 6901464187	CO	

22	Dhanmoni Deka	7002272048/87 23848075	FIELD HEAD	GOALPARA, KAMRUP WEST
24	Ajay Kumar Rabha	7099793378	CO	
25	Mrinal Rabha	8721828914	CO	
26	Nurjahan Begum	9954874518	CO	
27	Suraj Baruah	7002613586	FIELD HEAD	DIBRUGARH SIVASAGAR, TINSUKIA WILDLIFE
28	Kishor Chetia	9954638929	CO	
29	Rajiv Hazarika	6001246036	CO	
30	Thulan Sonowal	9387210414	CO	
31	Kunal Baruah	6000592728 /9706294970	CO	DIGBOI
32	Champak Hazarika	6003703568	FIELD HEAD	
33	Pronit Baglary	9101054256	CO	
34	Madhab Bonia	8638109022	FIELD HEAD	DHEMAJI, LAKHIMPUR
35	Abhijit Chutia	6001018926	CO	
36	Dipak Karmakar	8822739563	FIELD HEAD	GOLAGHAT, JORHAT
37	Junali Withers	7896902189	CO	
38	Esther Das	9864493392	CO	
39	Richik Kemprai	8473017019	FIELD HEAD	DIMA HASAO (EAST), DIMA HASAO (WEST)
40	Suraj Thapa	6001779775	CO	
41	Gulsun Hagjer	9435031622	CO	
42	Ringjit Naiding	8011842270/86 38209648	CO	
43	Isamrangbe Kuame	6000457704	CO	

44	Arup Das	9954357578	FIELD HEAD	GUWAHATI WILDLIFE, NAGAON WILDLIFE
45	Ritendra Marak	8474830511	CO	
46	Ushanta Das	9365096053	CO	
47	Banjit Lalung	801132878	CO	
48	Sumsul Alam	6913816615	CO	
49	Sahjahan Ali	9613127256	CO	
50	Pradip Deka	7002729974	FIELD HEAD	AIE VALLEY, MANAS TIGER RESERVE
51	Bhaskar Das	9365945470/8 811968559	CO	
52	Pranjit Talukdar	9707744152	CO	
53	Saidul Ahmed	9864853571	CO	
54	Bappi Das	9435645302	FIELD HEAD	
55	Dipankar Gowasmi	9577275519	CO	NAGAON SOUTH
56	Amal Chandra Das	8876103754	CO	
57	Honufa Khatun	6002842395	CO	
58	Dipika Deka	8811922677	FIELD HEAD	
59	Biswajit Rajkhowa	9678384268	CO	NAGAON DIVISION
60	Biswajit Nath	8471842619	CO	
61	Dipen Barman	6000059353	FIELD HEAD	
62	Tata Daimary	7086487393	CO	DHANSIRI, WESTERN ASSAM WILDLIFE
63	Samir Ali	7002516309	FIELD HEAD	PISA OFFICE
64	Sangita Borah	9365998647	FIELD HEAD	PISA OFFICE
65	Dhruba Jyoti Thakur	7637985503	CO	EASTERN ASSAM WILDLIFE
66	Jintu Gogoi	7002502321	CO	WESTERN ASSAM WILDLIFE

