



## ***Table of Contents***

1. Introduction	3
2. Objectives	3
3. Training course Contents	4
4. Timeframe	4
5. Target Group	5
6. Resource Person	5
7. Methods and Process	5
8. Course opening	6
8.1 Participant's Expectations	6
8.2 Problem faced by COs regarding regular activities	7
9.0 Long Term Goal and objectives of WMOs and Exit Strategy in Polders under Blue Gold Program	7
9.1 Goals and Objectives of WMGs	7
9.2 Roles and Function of WMG/WMA on Water Management and Resource Mobilization	8
9.3 Roles and function of WMG on Operation and Maintenance activities	8
9.4 Roles and Function of WMG on Resource Mobilization	8
9.5 Roles of WMA on Operation and Maintenance	9
9.6 Roles of WMA on Resource Mobilization	9
10.0 Strategies and tactics in WMO Capacity Building	9
10.1 Transparent Books and Accounts Keeping System	9
10.2 Problem facing by COs regarding Books Keeping (accounts keeping)	9
10.3 Possible Solutions for these problems	10
10.4 Roles of COs to ensure transparent account keeping of WMGs	10
10.5 Problematic WMG	10
11.0 Water Management Group Action Plan (WAP)	11
11.1 Sub-Committees of WMG/WMA (Function and Process of Formation)	11
11.2 Resource Mobilization for Water Management and Linkage with LGIs	11
12.0 Roles of COs to develop linkage between WMGs and UP	11
13.0 Team Building Approach	12
14.0 Ground Work	12
15.0 Course Review/Summery	13
16.0 Course Evaluation	14
17.0 Suggestions and general comments from the participants	15
18.0 Course Closing	15

## **1. Introduction**

Blue Gold is a collaboration program between the Government of the Netherlands and the Government of Bangladesh implemented by the Ministry of Water Resources, through Bangladesh Water Development Board (BWDB, lead agency) and the Department of Agricultural Extension (DAE). The starting point of the Program is to organize the communities in to Water Management Groups (WMGs) at village level and Water Management Association (WMA) at catchment level with a view to ensure participation of local people in to water management practice.

As of now the WMG registration process and WMA formation activities are winding up, community mobilization activities in the polders at this stage should be geared towards improving leadership quality, members' participation in the decision making processes, instilling sense of ownership and responsibility for the polder, and create commitment on the part of WMGs and WMAs in performing their roles and responsibilities in water management and operation and maintenance. Equally important at this stage is increasing transparency in fund management through proper accounts/bookkeeping system in the WMGs. Community Organizers (COs) are the key staff to initiate steps and activities geared towards these objectives.

The level of knowledge and skill of the COs needs to be upgraded and further enhanced to enable them to perform the herculean task of improving the functionality of the WMGs and WMAs and build up their long term sustainability in the process. To boost up their capability, two refresher courses of three days were designed and conducted. The Training also aimed to further motivate and re-energize them in performing their roles.

## **2. Objectives**

The overall objective of the refresher course is to upgrade the knowledge and skill of the Community organizers to heighten their capabilities in performing their duties to sustain the WMGs in the long run. Moreover the specific objectives of the courses included the following:

- To reaffirm perception and understanding of the specific roles and functions of WMOs in Blue Gold Program and in the operation and management of water resource management infrastructures/system in the long run;
- To enumerate and clearly discuss strategies, tactics and techniques in improving WMO functionality and sustainability and identify the challenges involved and how to overcome these;

- To pinpoint the key areas/aspects that ZSEs and COs have to strengthen and enhance to make them more effective in improving the quality of the work they are undertaking with WMOs within their jurisdiction; and
- To identify and address gaps in knowledge and skill of COs in WMG accounts/bookkeeping system.

### 3. Training course contents

The training course curriculum was designed by the Blue Gold Training Team and Component-1 jointly and the course materials, Power Point Presentations, Handouts, Posters developed by the concerned facilitator.

The refreshers course covered different contents to address the above objective of the course. All these sessions were designed to discourse about the different strategies and tactics of WMO capacity building. Followings are the key topics:

Day-1:

- a. Long Term Goal and Objective of WMOs and Exit Strategy in polder under Blue Gold
- b. Specific Roles and Function of WMG/WMA
- c. Transparent Books and Account Keeping System

Day-2:

- a. Water Management Group Action Plan
- b. Formation of Sub-Committee and their Function

Day-3:

- a. Resource Mobilization for O&M
- b. Linkage between WMOs and LGIs
- c. Ground work for community mobilization
- d. Team Building Exercise and process

### 4. Timeframe

Two batch refreshers course were conducted for three days, one was at Beach Heaven Hotel, Kuakata of Patuakhali on **05<sup>th</sup>May to 07<sup>th</sup>May** and another batch on **10<sup>th</sup>May to 12<sup>th</sup>May'2015** at Mozaffar Garden & Resort in Satkhira for Khulna & Satkhira respectively. The agenda of the training enclosed here as Appendix-3.

## 5. Target Group

The Training courses were intended for Community Organizers of Blue Gold Program and Extension Overseers of BWDB work in different Polder of Patuakhali, Barguna, Satkhira and Khulna Districts under Blue Gold Program. Total 52 number of participants took part in the training, among them 21 (19 COs and One ExO) from Patuakhali and 32 (30 COs and 2 ExO) from Khulna and Satkhira joined in Kuakata and Satkhira respectively. The List of Participants of Kuakata and Satkhira were attached in Appendix-1.

## 6. Resource Person

The resource persons are mainly from Blue Gold Program Component-1 and Training Team and in addition two professional of participatory water management and cooperative society joined only in Satkhira as guest lecturer. The list of the facilitators and organizers is attached in Appendix-2.

## 7. Methods and Process

The Program involved different participatory methods which made the course more interesting, interactive and participatory and it opens many opportunities to raise questions or concerns throughout the workshops. The following methods were used:



- Lecture & Discussions
- Group Dynamics Exercise
- Plenary sessions
- Question & Answers
- Brainstorming
- Power Point Presentation (PPP)
- Game
- Film show

Handouts were prepared and given to participants to take home as reference materials which will hopefully constantly refresh them on the knowledge and skills acquired during the workshop.



## 8. Course opening

In both cases the course were inaugurated very informally by Victoria Pineda, Component Leader. She emphasized the importance of the training and called on participants to participate fully and actively in the course so as to derive the maximum benefit from it and realize the refreshers course objectives. Md. Abul Kashem, training expert also took turns to address the Participants. Then the participants were allowed to state their expectations from the training.



### 8.1 Participant's Expectations



The business session of the training started with a game play as an icebreaker to unfreeze the participants and create friendly environment. After establishing the ground rules for the course the Expectation of the Community Organizers from the training was collected by large group discussion. At first the COs discussed about problem and challenges faced to perform to their regular activities. On the basis of this problem they set their following expectation from the training.

- Clear Ideas of WMG's records keeping
- Techniques and strategy for WMG's capacity building
- Strategy for establishing linkage with GOs and NGOs
- Approach and methods for WMGs benefit
- Resource mobilization/Fund Generating Process
- Procedure of loan disbursing by WMGs
- Process of increasing motivation of WMG's members
- Process of formation Sub-committee and its roles and responsibilities
- Team Building Approach
- Blue Gold Partner

## 8.2 Problem faced by COs regarding regular activities

- Less participation of WMGs members in the monthly meeting
- Mismanagement of record keeping (account and book keeping)
- Political influence on Executive Committee formation
- Lack of WMG's room for meeting  
Lack of meeting room for WMG
- Large amount of cash in hand
- Rehabilitation of infrastructure was not done as per requirement
- Payment system of LCS works/ delay in fund transfer/allocation
- Influential people of WMG violate the rules and regulation
- Unnecessary filed court case by the local people against project staff
- Lack of awareness to deposit savings in Bank Account
- Income of FAO machineries keeping in hand/miss management.
- Frequent change in decision
- Formation of Sub-Committee



## 9 Long Term Goal and objectives of WMOs and Exit Strategy in Polders under Blue Gold Program

The session was delivered to give participants a quick overview of WMOs Goal and Objective and exit strategy in polders under Blue Gold Program. The specific Roles and function of WMOs on water management and resource mobilization also highlighted. Apart from group discussion and lecture, a group exercise also used to explore the roles and function of WMOs.

### 9.1 Goals and Objectives of WMGs

Developed participants understanding on goal and objectives of WMGs are as follows:

- To ensure participation of local people in Water Management
- To increase production of agriculture by proper water management
- To create employment opportunity
- Business Development
- Economic development
- Poverty alleviation

## 9.2 Roles and Function of WMG/WMA on Water Management and Resource Mobilization

This was an exercise given to the participants to identify the specific roles and function of WMG/WMA on operation and Maintenance activities and resource mobilization. For that reason the participants were divided in to four groups. After plenary discussion one representative from each group presented the output of their exercise.



## 9.3 Roles and function of WMG on Operation and Maintenance Activities

- Identify the infrastructure in the polder area
- Planning of O&M activities
- Resource mobilization and fund raising for O&M activities
- Distribution of roles and responsibility
- Cleaning of Water hyacinth
- Identify the rain cut, small hole on embankment and earthen up these
- Operation of Sluicagate and Maintenance of infrastructure (such as greasing, painting of sluicagate, inlet, outlet etc.)
- Assessments of progress a of the planning
- Removal illegal cross dam from the canal
- Cut down/uprooting harmful trees and Tree plantation on embankment
- Communicate with various department for fund collection

## 9.4 Roles and Function of WMG on Resource Mobilization

- Formation a Sub-committee for resources mobilization
- Prepare list of Resources
- Crop collection from the beneficiaries of the polder for fund raising
- Ensure 5% Taka of LCS works to the WMG's fund
- Preparation a Fund raising Plan and it should be discussed in the General meeting for approval and also updated the status to the members.





## 9.5 Roles of WMA on Operation and Maintenance

- Prepare planning for O&M activities of concerned catchment
- Supervising the O&M activities
- Make contract with BWDB for O&M activities
- Communicate with different GOs and NGOs for rehabilitation works
- Conflict resolution in the community regarding water management
- Fund collection for O&M activities

## 9.6 Roles of WMA on Resource Mobilization

- Preparation a list of resources for resource mobilization
- Ensure 1% Taka of LCS Works to WMA's fund from the WMGs.
- Communicate with different GOs and NGOs for Fund collection
- Assists WMGs to get lease the unused land/ property from BWDB
- Collection irrigation charge from the beneficiaries



## 10.0 Strategies and tactics in WMO Capacity Building

The next sessions were used to assist participants learn and explore the various strategies and tactics for capacity building of WMG.

### 10.1 Transparent Books and Accounts Keeping System

This session was to provide clear ideas about accounts and books required for WMG and started with interactive discussion among participants and shared their experience and several issues/problem regarding book keeping of WMGs were raised up.

### 10.2 Problem facing by COs regarding Books Keeping (Accounts Keeping)

- Ex-committee did not hand over the accounts to new committee
- Previous records are not available
- Unqualified people elected by political influence
- Irregular audit
- Lack of interest of WMGs members to keep the records



- Tendency of grabbing money by WMGs member
- Received vouchers were not registered properly
- Irregular in savings collection
- Lack of skills/Experience
- All the books managed/ have to keep by one or two person
- Interested to keep the cash in hand by the WMGs member
- Monthly meeting was not organized regularly

### 10.3 Possible Solutions for these problems

- Organize training for WMGs members on time on accounts keeping
- Identify potential and interested member to assists cashier for records keeping
- Issue notice to Executive Committee to deposit cash in Banks account and if necessary, social pressure may be generated
- Audit regularly by BWDB

### 10.4 Roles of COs to ensure transparent account keeping of WMGs

- Identify potential and interested members
- Regularly follow-up the records
- Demonstrate the records keeping first handed to the WMGs members and help them in record keeping
- Develop interpersonal relation
- Update should be discussed in the monthly meeting
- Aware the general member about their right
- Assists WMGs to open bank account and regular banking
- Assists to formation in accounts sub committee



### 10.5 Problematic WMG

Here Participants went for group work to find out problematic WMGs regarding account keeping in their respective Polder under Blue Gold Program. The problematic WMGs of Patuakhali and Khulna zone which were identified by COs are given polder wise in Appendix-4



### **The Agreed Job:**

01. ZSEs and concerned COs should take initiative immediately to call for General Meeting of respective WMGs.
02. In those WMGs having problem of not handing over machineries to new committee, MAM training should not be organized for that particular WMG before solving this problem.
03. After identifying the number of problematic WMGs, it was decided that ZSEs will be seated immediately with COs of concern WMGs to find out the possible action.

## **11.0 Water Management Group Action Plan (WAP)**

A PPT was presented for the participants on WAP (i.e. definition, importance and process). The participants were shared their experience on WAP. At the end of this session participants had the opportunity of watching a short video clip on WAP preparation during Organizational Management Training.

### **11.1 Sub-Committees of WMG/WMA (Function and Process of Formation)**

At this session the process of formation of different Sub-Committees of WMG/WMA and their roles were discussed in a small group discussion. In the plenary discussion participants were learnt details about the Sub-Committees.

### **11.2 Resource Mobilization for Water Management and Linkage with LGIs**

At first the importance of resource mobilization and the possible source of resources for the WMG were deliberated. The participants came to know the procedure of getting lease the unused land/property of BWDB which is very important for them as it will be helpful for strengthening the capacity of WMG.

## **12 Roles of COs to develop linkages between WMGs and UP**

In this section the importance of building linkage between WMGs and Local Government Institutes (such as Union Parishad) was conferred and then the participants went for a group work on Roles of COs to develop linkage between WMGs and UP. Exercises were marked and the results discussed with other participants at end of the session.



- Provide clear ideas about WMGs activities to the concerned UP members

- Ensure active participation of concerned member to the monthly meeting of WMGs or WMGs activities.
- Help and encourage the WMGs member to participate in different meetings of Union Parishad (such as Ward meeting, Budget Meeting, etc.)
- Assists WMGs member to get help from Union Parishad for fund raising
- COs can act as a bridge between WMG and UP
- Assist the WMGs members to get allocation of Union Parishad budget for O&M activities
- Help the WMGs member to join to the different standing committee of UP

### 13 Team Building Approach



In this session all the participants had the chance to enjoy a short animated film on team building approach so that they can realize the importance of working as a team. Then the importance of coordination at polder level was discussed and the conversation came up with the following decision:

- Assists to create linkage between other staff of Blue Gold works in the polder with WMGs
- Other activities of Blue Gold (especially component-3 and 4) should be discussed in the monthly meeting.
- Polder based coordination meeting could be organized for better synchronization of all the activities of Blue Gold at polder level.
- Work as a team

### 14 Ground Work

This session started with a Power Walk game where participants came up with an understanding on power structure and division of labor in the society. Then through the Power point presentation Ms. Auvi presented the concept of power structure in the society. She also highlighted the importance, steps and process of Ground Work for community mobilization.



## 15 Course review/summery

The Key Learning from the Refreshers course was summarized in large group discussion and came up with the following knowledge-

1<sup>st</sup> Day:

- Clear ideas about the Goals and objectives of WMO
- Exit strategy in polders
- Clear ideas about book keeping of WMG
- In new polder, savings and shares are not encouraged for WMGs at the beginning.
- The Roles and Function of WMG/WMA on Water management (O&M activities) and resource mobilization

2<sup>nd</sup> Day:

- The process and methodology of WAP(WMGs Action Plan)
- The roles of COs in the Training for WMG members
- The methods of formation of different sub-committee and their roles and responsibilities

3<sup>rd</sup> Day:

- The importance and process of Resource mobilization
- The procedure of getting lease unused land from BWDB
- Ground Work

Based on overall discussion and sharing of the training, Victoria Pineda summarized key point for WMGs strengthening activities. These are as follows:

- To be a member of WMG, have to pay Tk. 5-10 at a time as membership fee.
- After getting membership of WMG, it is necessary to pay Tk. 10-20 as a maintenance fee.
- In new polders shares & savings will not introduced at the very beginning for WMGs.
- WMGs should be maintained ledger book, cash book and other records for transparent account keeping. In this connection two different bank account should opened by WMGs
  - One is for Shares & savings and other for O&M fund
  - The collection (share & savings or other fund) should be deposited instantly in to the bank account and WMGs could not keep cash in hand more than Tk. 500-2000.
  - The decision of drawing any amount of money should be taken through general meeting resolution of the concerned WMG.
- The amount of savings & shares will be decided through general meeting and it should be same for all members.



- A Sub-Committee will be formed for monitoring the disbursement and recovery of loan.
- The loan will be distributed only for IGAs and in groups. The loan will not pay out in cash in hand rather it should be directly for IGA instrument or agricultural machineries.

## 16 Course Evaluation

At the end of the course participants were asked to evaluate the training in terms of relevance and effectiveness of delivery. The key evaluation criteria are:

- Contents of course
- Methods
- Facilitators

Of the 21 course participants, all 21 took part in evaluation test at Kuakata and it was 32 in Satkhira. The grading ranges from 1=low to 4=very good. A summary of the responses obtained from the participants is as follows:

**Contents:** In both Training similar result was found. More than 80% of the participants found that the contents included in the course were effective and very useful to them. The maximum trainees also found that contents of the training course are appropriate for them but few of them mentioned that the subjects are too large to cover in three days.

**Methods:** In this section participants evaluated the methods used in the training and again most of them gave score 3 to 4 to these methods where some of them argued that more group exercise can be used rather than lecture method. Overall the result indicates the methods used in this course are good and interesting and participatory.

**Facilitators:** The average score for all lecturers was 3.1 in Kuakata where it was 3.5 in Satkhira which indicated that participants found lecturers to be good for them.

## 17. Suggestions and General Comments from the Participants

The suggestions and general comments on Refreshers Course from the participants were as follows:

- Provision for Training allowance for Community Organizers
- Including more group exercise in the Training Course
- Such type of training or workshop for Community Organizers should be organized on regular basis.
- The Duration of the course may be increased for better understanding.

## 18. Course Closing

In Kuakata the workshop was closed on May 07, 2015 at afternoon with concluding remarks from the Dirk Smits, Team Leader, Blue Gold Program where in Satkhira it was done by Vicky Pineda, Component-1 Leader on May 12, 2015. Before that Mr. Abul Kashem, Training Expert expressed his gratitude to all the participants for their active participation and thanks all the facilitators, organizers for their cooperation to make the programs successful.



The evaluation of the participants indicated that the refresher courses were successful. To a large extent the objectives of the course and expectations of participants were met. The experiences, skills, knowledge and interactive mode of presentation made the facilitation friendly and lively. Most of the participants were of the view that the refresher course was very relevant to their work and they reflected their positive impression and high commitment in the concluding session to utilize the learning at polder level in carrying out their task to build up the capacity of WMGs towards participatory water management.

### Report Prepared by:

Md. Atikur Rahman, Training Coordinator, Patuakhali.

Mr. Nripendra Chandara Das, Training Coordinator, Satkhira.

## Registered Participants List /Refreshers Course-2015 for Community Organizers

Place: Beach Heaven Hotel, Kuakata Patuakhali Date: 05-07 May, 2015

#	Name	Designation	Contact Number
<b>Blue Gold, Patuakhali</b>			
1	Yesmin Akter Fatema	Community Organizer	01727-702143
2	Md. Anisur Rahman	Community Organizer	01712-201899
3	Md. Nazrul Islam (Jewel)	Community Organizer	01718-618997
4	Md. Alamin	Community Organizer	01714-448884
5	Milon Rani Datta	Community Organizer	01719-633649
6	Md. Shahjahan Miah	Community Organizer	01760-329300
7	Champa Akter	Community Organizer	01721-089666
8	Serajul Islam	Community Organizer	01716-344448
9	Mrs. Mahmuda Begum	Community Organizer	01714-598358
10	Syed Atiqul Islam	Community Organizer	01733-159443
11	AKM Matiur Rahman	Community Organizer	01741-515548
12	Aklima Akter	Community Organizer	01749-866516
13	Nazib Uzzaman (Dipu)	Community Organizer	01756-501314
14	Anwar Hossain Suzom	Community Organizer	01767-495393
15	Seuly Akter	Community Organizer	01787-006237
16	Lipy Akter	Community Organizer	01736-141919
17	Runa Nandi	Community Organizer	01715-485317
18	Taslima Jahan	Community Organizer	01731-199794
19	Md. Safiqul Islam	Community Organizer	01719-936152
20	Md. Ahasun Habib Khan	Community Organizer	01728-173542
<b>BWDB</b>			
21	Sharif Mizanur Rahman	Extension Overseer	01714444228

## Registered Participants List /Refreshers Course-2015 for Community Organizers

Place: Mozaffar Garden reshouse, Satkhira

Date: 05-07 May, 2015

#	Name	Designation	Contact Number
<b>Blue Gold, Khulna &amp; Satkhira</b>			
1	Marjana Sultana	Community Organizer	01923-206141
2	Rabita Mondol	Community Organizer	01913-599789
3	Md. Azizur Rahman (Babul)	Community Organizer	01724-177674
4	Ruksana Parvin	Community Organizer	01917-997219
5	Kumaresh Chandra Dam	Community Organizer	01774-934193
6	Md. Humayun Kabir	Community Organizer	01730-938729
7	Provati Roy	Community Organizer	01721-186562
8	Rashida Akter (Moyna)	Community Organizer	01716-078330
9	Chandan Sarkar	Community Organizer	01733-114284
10	Jannat Ara Ferdous	Community Organizer	01718-943937
11	Mousumee Mondal	Community Organizer	01918-811218
12	Md. Asaduzzaman Biswas	Community Organizer	01849-629065
13	Md. Uzzal Hossain	Community Organizer	01920-393868
14	Reshma Khanom	Community Organizer	01916-614955
15	Suravi Sen	Community Organizer	01745-937854
16	Mariam Khan	Community Organizer	01717-121690
17	Kaiser Khan	Community Organizer	01712-681201
18	Shovan Kumar Adhya	Community Organizer	01761-853328
19	Morsheda Ahmed	Community Organizer	01741-250942
20	Jyotsna Khatun	Community Organizer	01923-980124
21	Md. Abu Jafor	Community Organizer	01718-793997
22	Ashish Kumar Mollick	Community Organizer	01914-192066

23	Md.Akidul Islam	Community Organizer	0173-6785590
<b>#</b>	<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
24	Farzana Khan	Community Organizer	0194-3504601
25	Md. Musabur Rahman	Community Organizer	01713-918275
26	B.M. AlamgirKabir	Community Organizer	01718-102108
27	Basudev Roy	Community Organizer	01717-862106
28	GoshthaBihariMondal	Community Organizer	01714-571202
29	Mina Rani Biswas	Community Organizer	0172-4890614
30	Sabina Yasmin	Community Organizer	01742-706256
<b>BWDB</b>			
31	Ibrahim Khalil	Extension Overseer	
32	Sujan Kumar Halder	Extension Overseer	



## Refreshers Training on Improved Water Management

Date: 05-07 May 2015

List of Resources Person/Observer

#	Name	Designation	Contact Number
<b>Blue Gold Program, Dhaka</b>			
1	Victoria Pineda	Component Leader	
2	John Marandy	Sr. Socio-Economist/DCL	
3	Ms Showkat Ara	Sr. Sociologist/Cooperative Expert	
4	F.M. Shorab Hossain	Community Organization Expert	
5	Priodarshine Auvi	Gender & Training Coordinator	
6	Md. Aowlad Hossain	Institutional/Legal Advisor	
7	Md. Abul Kashem	Training Expert	
8	G.M. Khairul Islam	Training Coordinator	
<b>Closing session participants (Kuakata)</b>			
9	Dirk Smits	Team Leader- Blue Gold Program	
<b>Blue Gold Program, Patuakhali</b>			
10	Mator Rahman	Socio-Economist	01822-807827
11	Tahmina Akter	Socio-economist	01712-818720
12	Bthika Hazra	Socio-economist	01712-562853
13	Md. Atikur Rahaman	Training Coordinator	01717449956
<b>Blue Gold Program, Khulna &amp; Satkhira</b>			
14	Umme Asma Khanam	Socio-economist	01711-278518
15	Md. Nazrul Islam Sarker	Socio-economist	01719-542270
16	Mr. Jashim Uddin	Socio-economist	01720-308635
17	Ms. Shamima Nasrin	Training Coordinator	01716-281955
18	Nripendra Chandra Das	Training Coordinator	01714-790077
<b>BWDB (Guest Lecturer in Satkhira)</b>			
19	Md. MasudKarim	Chief Extension Officer	
<b>Cooperative Organization (Guest Lecturer in Satkhira)</b>			

20	Muhammad Azad	Manager- Gram Unnyan Samity- Khulna	
----	---------------	--	--

## Bangladesh Water Development Board Blue Gold Program

### Refreshers Course for Community Organizers

05<sup>th</sup>May to 07<sup>th</sup>May (Khulna) and 2nd batch on 10<sup>th</sup>May to 12<sup>th</sup>May'2015 (Patuakhali)

#### Training Agenda

Date/ Time	Topic	Elements	Methodology	Resource Person
<b>Day 1</b>				
08.30-09.15	Registration and Pre-test	<ul style="list-style-type: none"> <li>Registration and pretest</li> </ul>	Seatwork	Khairul
09.15-09.30	Course Introduction	<ul style="list-style-type: none"> <li>Opening program</li> <li>Objectives of the workshop</li> <li>Schedule of activities</li> </ul>	<ul style="list-style-type: none"> <li>Interactive Discussion</li> <li>PPT</li> </ul>	TL/DTL/John
09.30-10.00	Unfreezing Exercise and Expectations Levelling	<ul style="list-style-type: none"> <li>Perception/Object representation Exercise</li> <li>Participants' expectations from the training</li> </ul>	<ul style="list-style-type: none"> <li>Group Dynamics (GD) Exercise</li> <li>Small group and plenary discussion</li> </ul>	Kashem/ SEs
10.00-10.15	Tea Break			
10.15-13.00	Long term goal and objectives of WMOs and Exit Strategy in Polders under Blue Gold	<ul style="list-style-type: none"> <li>Define Long Term Goal and objectives of WMOs: WMG/WMA/Apex Body</li> <li>Specific Roles and Functions of WMG/WMA and Apex Body on water management, operation and maintenance, and resources mobilization</li> <li><u>Exit Strategy</u>: key elements, preconditions and time frame</li> </ul>	GD Exercises, Small Group & Plenary Discussions, PPT, Video showing on Blue Gold	John/Shorab/ Kashem/ Vicki
13.00-14.00	Lunch and Prayer Break			
14.00-16.00	Strategies and Tactics in WMO Capacity Building: <u>Transparent Books and Accounts Keeping System</u>	<ul style="list-style-type: none"> <li>Types, number and name of Accounts and Books Required</li> <li>Experience sharing from COs</li> <li>Roles of COs</li> <li>Check knowledge and</li> </ul>	<ul style="list-style-type: none"> <li>Interactive discussions on experience</li> <li>Practical session/seat work</li> <li>PPT</li> </ul>	Showkat and BWDB Audit person/ SEs

Date/ Time	Topic	Elements	Methodology	Resource Person
		<p>understanding of COs on the Books of accounts</p> <ul style="list-style-type: none"> <li>• Gender disaggregation of data</li> <li>• Savings and shares in new WMGs not to be introduced/encouraged at the start</li> <li>• Potential issues/constraints</li> </ul>		
<b>Days 2</b>				
09.00-09.30	Review of Day 1 Topics	Insights and lessons learned	GD Exercise	Khairul
09.30-13.00	Continuation of Strategies, and Tactics in WMO Capacity Building: <u>Water Management Group Action Plan (WAP); Catchment level Needs Assessment and Planning; WMO regular meetings; and other routine activities</u>	<ul style="list-style-type: none"> <li>• Definition and importance of WAP, Catchment level needs assessment and planning and regular meetings</li> <li>• Steps and process</li> <li>• Experience sharing from COs</li> <li>• Roles of CO</li> <li>• Stakeholders to be Involved</li> <li>• Timing and sequence</li> <li>• Potential issues/constraints</li> </ul>	<ul style="list-style-type: none"> <li>• Interactive discussion</li> <li>• Group Discussions</li> <li>• Plenary discussions</li> <li>• PPT/Video Showing</li> </ul>	Shorab/John Kashem & SEs/ Vicki
13.00-14.00	Lunch and Prayer Break			
(14.00-16.00)	Continuation of Strategies and Tactics in WMO Capacity Building: <u>Forming Sub-groups/committees in WMG and WMA</u>	<ul style="list-style-type: none"> <li>• Definition and objectives, TORs and activities of Sub-Group/Committee</li> <li>• Identify Sub-groups/committees for WMG and WMA</li> <li>• Process in forming Sub-groups/committees for WMG and WMA</li> </ul>	VIPP, Interactive Discussion, Group Work, PPT/Video Showing	MasudKarim/ Mahfuz Ahmed and Shorab/ Showkat and SEs
14.00-15.00	- Experience in Southwest/WMIP			
15.00-16.00	- TORs and Membership of Sub-Committees & Synthesis			
<b>Day 3</b>				
09.00-09.30	Review of Day 2 Topics	Insights and lessons learned	Colloquial Discussion/ Discourse	Khairul
09.30-12.30	Continuation of Strategies and Tactics in WMO Capacity Building: <u>Resource mobilization for Water Management and O&amp;M and Linkage with LGIs</u>	<ul style="list-style-type: none"> <li>• Definition and importance</li> <li>• Identify types of resources and possible sources</li> <li>• Process and people to be involved</li> <li>• Potential issues/constraints</li> </ul>	<ul style="list-style-type: none"> <li>• Interactive discussion</li> <li>• Group Discussions</li> <li>• Plenary discussions</li> </ul>	MasudKarim/Mahfuz, Resource person from Village Organization in

Date/ Time	Topic	Elements	Methodology	Resource Person
09.30-10.15  10.15-11.00  11.00-11.45 11.45-12.30	<ul style="list-style-type: none"> <li>- Sharing of Southwest/WMIP Experience (MasudKarim/ Mahfuz Ahmed)</li> <li>- Sharing of BARD VDC Experience (VO Resource person)</li> <li>- Sharing by Aowlad</li> <li>- Consolidation/Synthesis by Alamgir/John</li> </ul>		<ul style="list-style-type: none"> <li>• PPT/Video showing</li> </ul>	Comilla, Aowlad, Alamgir/John
12.30-13.30	Tea Break			
13.30-14.30	Continuation of Strategies and Tactics in WMO Capacity Building: <u>Ground working and other community mobilization techniques to enhance WMO strategic capacity building process</u>	<ul style="list-style-type: none"> <li>• Definition and importance</li> <li>• Steps and process</li> <li>• People to be Involved</li> <li>• Timing and sequence</li> <li>• Potential issues/constraints</li> </ul>	<ul style="list-style-type: none"> <li>• Interactive discussion</li> <li>• Group Discussions</li> <li>• Role Playing</li> <li>• PPT</li> </ul>	Shorab/ Showkat/ Auvi and SEs
14.30-15.00	Team Building Exercise and Processing	<ul style="list-style-type: none"> <li>• Importance of and how to achieve team work</li> </ul>	Group Dynamics Exercise	Kashem/ Khairul
15.00-15.30	Course Review	<ul style="list-style-type: none"> <li>• Rules and regulations of Quiz session</li> <li>• Competition</li> </ul>	Quiz	Khairul/Auvi
15.30-17.00	<ul style="list-style-type: none"> <li>• Course Evaluation</li> <li>• Administrative Concerns</li> <li>• Closing Program</li> <li>- Closing Remarks</li> </ul>	<ul style="list-style-type: none"> <li>• Training Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Seatwork</li> <li>• Plenary discussion</li> </ul>	DTL, Kashem, C1



### Status of Problematic WMG in Patuakhali Districts

Polder	Uncounted Cash (Shares and Savings)	Cash in Hand (Large amount)	Mismanagement of Agri Machineries and No transparent account	Remarks
43/1A			PaschimShakharia	
43/1A			PurboKewabunia	
43/1A			PurboChunakhali	
43/1A			PaschimKewabunia	
43/2D		BaroAouliapur Uttar	Keshobpur	
43/2D		Ballavpur	Patukhali	
43/2D		Dibuapur	PaschimPanchakoralia	
43/2D		Uttar BahalGachia	ChotoAouliapur	
43/2D		ShankarPur		
43/2D		Uttar Bazarghona		
43/2B		Gerabunia	PurboSonakhali	
43/2B		Ramanando		
43/2B		DakshinPurboGolBanshbunia	Uttar Amkhola	
43/2B			ChiguriaDakshinBolikathi	
43/2B		NijSuhoriDakshinSoilabunia	Uttar Soilabunia	
43/2B		Madhya Amkhola		
43/2F			Uttar Gulishakhali	
43/2A		Madhya Mativanga	PurboMativanga	
43/2A		PashchimMativanga	PurboTitkata	
43/2A		DakshinTitkata	DakshinTitkata	
43/2A		Posharibunia		
43/2A		PoschimBoroBighai		
43/2A		PoschimKeuabunia		
43/2A		Patukhali		
43/2A		Tushkhali		
43/2A		MatherBuniaNandiPara		
43/2A		PoschimTitkata		
43/2A		PurboTitkata		
43/2A		HortokiBaria		
43/2A		MativangaChotoBighai		
43/2A		Vajna		

## Status of Problematic WMG in Khulna and Satkhira Districts

Polder	Uncounted Cash (Shares and Savings)	Cash in Hand (Large amount)	Mismanagement of Agri Machineries and No transparent account	Remarks
Polder-02	Barodol	N/A	N/A	Money corruption
Polder-02	BarodolBagdanggi	N/A	N/A	Stayed
Polder-02	ChandpurUttor	N/A	N/A	Political influence
Polder-26		Dakkinchingra		Still no bank account
Polder-26		UttorChingra		Do
Polder-26		Molmalia		Do
Polder-26		PurboShovna		Do
Polder-26		Shibpur		Do
Polder-26		Badurgacha		Do
Polder-26		Jialtola		Do
P-31 part		Nandonkhali		Total Money will be submit in 25/05/15
P-31 part		SapabarBhuyan		Do
P-31 part		Ralia		Do
P-31 part		GawgaraMaddyipara		Do
P-31 part		Bunaragariardanga		Do
P-31 part		Bunarabadmadyapara		Do
P-31 part		Chardanga		Do
polder-22	Kalinagar	Kalinagar		
Polder-26	Baroaria	Shorafpur		Discontinued of Bank A/C
Polder-26	SundormaholPoschim	Brittisholua		No Bank A/C
Polder-26	Taiebpur	Kagogipara		do
Polder-26	Kukia	Kalikapurdakkin		do
Polder-26	Sahosjoykhali	Gojendrapurdakkin		do
Polder-26	UlaDakkin	ShorafpurUttor		do
Polder-26		Kodal math bari		do
Polder-30	HatbatiDakkin	BaguladanghaPathorighata	Basurabad	
Polder-30	Maitbangha	Basurabad	Baguladangha	
Polder-30	Basurabad	Brttisholua	Kashiardangha	
Polder-30	Hetalbunia	Hatbatidakkin	KathamaryGhupalkhali	
Polder-30	Katianagla	Maitbangha		
Polder-30	Gongarampur	Kaemkhula hula		
Polder-30	Fultola	Baronpara		
Polder-30		parsholua		
Polder-30		Katianangla		
Polder-30		Fultola		
Polder-30		Hetalbunia		

