



Training Report on PC-1 Formulation and Proposal Development

17-19 May, 2011



INTERNATIONAL UNION FOR CONSERVATION OF NATURE

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Introduction and Background

IUCN in Pakistan is implementing a six year program with the name of (BPSD) Balochistan Partnerships for Sustainable Development which is being implemented in six districts of Balochistan including Quetta, Pishin, Mastung, Qila Saifullah, Lasbela and Gawadar. The main thematic areas of the program are Environmental governance, Integrated Water Resources Management, and coastal ecosystem improvement and rehabilitation. Whereas the climate change, desertification and capacity building are the cross cutting areas while addressing these sectors.

IUCN in Pakistan under its Balochistan Partnerships for Sustainable Development program has successfully conducted an institutional profiling and capacity-mapping exercise encompassing the urgent needs of the provincial stakeholders at all levels in the province. Based on the findings of the exercise, a comprehensive Capacity Building Plan was developed for the period 2007-2013. The areas identified under the exercise are being aggressively pursued to capacitate the stakeholders.

Numerous areas were identified through a consultative process, like Disaster Risk Management, Integrated Water Resources Management, Integrated Coastal Zone Management, Natural Resources Management, project proposal writing etc. PC-1 formulation on revised and amended format was one of the identified priority areas. In this connection, IUCN Pakistan successfully conducted and imparted a three day training workshop on PC-1(amended and revised format) for stakeholders at provincial level and for the officers and civil society organizations of BPSD target districts from December 21-23, 2010 at Quetta. The training was well recognized by the line departments and other stakeholders. The demand from the participating departments/organizations further emphasized upon the training need with the capacity building program and thus it has been decided to expand the same training in the year 2011.

Considering the requests and demands this was again put in the annual work plan 2011 and the training was designed to be imparted in two phases. In phase one for the stakeholders of districts Gawadar and Lasbela and in second phase for the districts of Pishin, Mastung, Quetta and provincial departments were to be included. Hence a three-day training workshop on PC-1 (amended and revised format) was organized for the all stakeholders of Gawadar and Lasbela from 17-19 May, 2011 at Pearl Continental Karachi. The BPSD has hired those resource persons who imparted the training in 2010.

The training workshop was attended by a large numbers of the stakeholders including line departments, civil society organizations of two districts and officers from IUCN Country Office Karachi.

(The list of the training participants is attached as Annexure B).

Objectives of the Training Workshop

The overall objective of the training workshop was to familiarize the district authorities and their line departments with the revised format of the PC-1 which is the basic document to plan and implement the project in government system. Most of the staff members of the district line departments and civil society organizations lack the ability to formulate a standard PC-1 that can be finalized and approved by the governments or by a donor.

Specific Objectives of the training workshop are as:

- Orientation on basic gender concepts, gender analysis and sensitization about gender integrating Cycle Management and PC-1.
- Sharing of information on Project Cycle Management, Project Identification and Preparation, Project Appraisal, Explanation of the Techniques of Project Proposal Development.
- Exchanging information on issues of Project Management before preparing the PC-I.
- Knowing basic components of PC-I (New and amended Project Format)
- Understanding the process and applying the instructions in PC-I preparation through personal efforts/practice sessions.
- Conceptualizing and valuing Logical Framework Analysis through learning by doing techniques.

- To learn about the Critical Path Method, and its uses.
- Evolve through debate/ discussions, exposure to best practices, a vision for change, supported by innovative strategies and interventions

Day-1 (17th May 2011)

The workshop proceedings started with the recitation from Holy Quran. Mr. Zabardast Khan Bangash, Manager; IUCN Balochistan Programme welcomed the training participants. In his welcome address, he explained that IUCN is a union which works throughout the world with the vision to preserve and protect the natural resources and environment of this planet and also to play an important role in facilitating the governments, institutes, research, academia and provides technical assistance in policy formulation. He described that IUCN's role has been recognized in public and private sector because of its commitment in conserving the nature.



Mr. Zabardast Khan Bangash welcoming the participants

He added that IUCN has been working in Pakistan for a long period and the provincial governments, Planning and Development departments and a number of civil society organizations are the members of IUCN. He further briefed that IUCN is also implementing a project Balochistan Partnerships for Sustainable Development with three main components and capacity building component is an essential part of the BPSD. He explained that the BPSD has fully developed capacity building plan for the entire program period (2007-2013) to assess and cater the needs of the provincial and district stakeholders. He also described the developmental process and the backdrops and gaps in the project formulation being in practice in government system. He said that the weak areas were identified for the purpose and a plan was developed to address the gaps hence different trainings were imparted in year 2009, 2010 to the stakeholders. He informed the participants that this training is in continuation to the PC-1 training of the last year and planned for the two coastal districts of Gawadar and Lasbela. He emphasized upon the training participants to actively participate in the training so that a good and able group of officers may be developed which should play their role in development. He expected that this training would enable all stakeholders to prepare more effective, efficient and technically sound project proposals for the province.

The lead training consultant Ms. Robeela Bangash placed the training objectives and set out the training norms. She asked the participants to introduce each other in groups by a brief academic, professional and organizational background, and identify the type of hindrance being faced while working with opposite sex and what sort of strengths and weaknesses can be expected. The training participants were divided in groups and applied the unique introduction method in pairs. Then all participants wrote down their expectations on display cards.



Ms. Robeela Bangash explained the training objectives and expectations

Then Ms. Robeela Bangash explained the concepts of gender and sex to the participant followed by the group work on gender equal development, gender roles and needs, and ensuring the women's access and control.

She divided the participants in five groups to identify the day-long work and activities being carried out by male and female both in urban and rural areas. A role play of two characters by determining the gender equality was also practiced.



Group activity for Introduction



Meer Baz Khan goes to the Doctor (Role Play)

The following training contents were also covered in the first day:

- Basic concept of Gender
- What is Gender?
- What is a role?
- What are the Gender roles?
- The 24hour of Man & Women (Group activity)
- STORY: Meer Baz Khan goes to the Doctor(Role Play)
- Tripple role framework(activity chart)
- Practical Gender needs
- Strategic Gender needs
- Practical need and Strategic interests
- Access and control over resources & benefits
- Control
- Access
- Control
- Resources & Benefits
- Resources can include
- Gender Needs Assessment



Day-2 (18th May 2011)

Review of 1st Day:

At the beginning of second day the training consultant recaptured thoroughly the overall working activities and subject matters delivered on the first day. An activity of nest making was also practiced by the participants with the aim to understand the planning objective of or for any program.



Thread Cutting Activity



Participants were cutting the thread by teeth



Ms. Robeela Bangash explained the activity of nest making.

Mr. Waqar Ahmed co- trainer led the activities on the second day and explained the Economic Planning and defined it as it as “a deliberate governmental attempt to co-ordinate economic decision making over the long run and to influence, direct, and in some cases even control the level and growth of nation’s principal economic variables (income, employment, investment, savings, exports and imports etc.) in order to achieve the predetermined, specified set of developmental objectives.”

He also explained the main components of national planning and briefed that it comprised of policies, plans and then transformation of these into projects and programs. He mentioned and described the types of plans with their periods as Perspective Plan, Mid Term Plan, Rolling Plan and Annual Plan. Mr. waqar Ahmed explained in detail the planning process through flow-charts which covered all the steps like PC-1, PC-2, PC-3 and PC-4 and project cycle management and discussed the following in detail:

- Objectives of Economic Planning
- Conditions or Requirements of Successful Planning
- Main Instruments of National Planning
- Plan Periods in Pakistan
- Planning Process
- Project Approving Forum
- Project & Project Cycle Management
- Project definition
- Characteristics of a Typical Project
- What is Project Management?

- Purpose of Project Management
- Different Components of Project Management
- Key Dimensions of Projects
- Project Cycle Management
- Project Implementation
- Project Monitoring
- Project Evaluation

Day-3 (19th May 2011)

On third day the training Mr. Waqar Ahmed explained in detailed that LFA provides the Structure to the project planning process and to communicate essential information about the project to the stakeholders in an efficient and easy-to-read format. He discussed in detailed about the steps of LFA. He further emphasized that LFA is a results-based tool for conceptualizing, designing, implementing, monitoring and evaluating projects. He also covered the following topics; Project Preparation Techniques, its basic principles, approaches to project cycle management.



Participant during LFA presentation



Mr. Waqar Ahmed during LFA Presentation

Certificates Distribution:

Training certificates were awarded to all participants by Mr. Shah Murad Aliani IUCN country representative, Hamid Sarfraz Program coordinator, Mr. Zabardast Khan Bangash and Ms. Robeela Bangash. Event ended with the vote of thanks by Mr. Zabardast Khan Bangash.

Certificates Distribution in Pictures:



Program Officer receiving certificate from Mr. Zabardast Khan Bangash



Country Manger Finance receiving certificate from Mr. Zabardast Khan Bangash



HR officer receiving certificate from Mr. Zabardast Khan Bangash



District Coordinator Qilla Saifullah receiving certificate from Mr. Zabardast Khan Bangash



Site Manager PWP Gwader receiving certificate from Ms. Robeela Bangash.



District Coordinator Lasbella receiving certificate from Mr. Zabardast Khan Bangash

Remarks by Participant regarding PC- 1 training

Mr. Amanullah (Assistant Director Agriculture) gave remarks on the behalf of all training participants and expressed that IUCN has arranged a remarkable training for them. He appreciated the resource person for giving them a clear understanding of revised. PC-1 format and now they can utilize it in their work. He was of the opinion that all of us will apply the processes and steps in the field and will practically assist the department. He also said that whatever I shared I think our all comments will be in a one and same wave length. He also appreciated the efforts of Program Manager BPSD and his team members for arranging such a nice and meaningful training.



Mr. Ammanullah(Assistant Director Agriculture) gave his closing remarks regarding training.

Remarks by Country Representative

Mr. Shah Murad Alliani gave his remarks and said that it is good that all participants fully focused their attention on training and took interest in group activity. He also appreciated the resource person for making the session very attractive. He also appreciated Program Manager Balochistan and his team for arranging the successful training. He further emphasized the participants that whatever they have learnt in the training should try to apply and implement in their field work and projects.



Remarks by Mr. Shah Murad (Country Representative)

Closing remarks and vote of thanks by Program Manager IUCN Balochistan

Mr. Zabardast Khan Bangash, Manager;Balochistan Programme of IUCN Pakistan thanked the trainers for their efforts in making the event a great success. He also extended his gratitude to the training participants. He praised the BPSD team for their sincere efforts in organizing the PC-1 training at Karachi. He appreciated the extended support of Central Admin, IT of country office. The training ended with cordial thanks by Mr. Bangash.

At the last the training organizers circulated an



Mr. Zabardast Khan Bangash extending gratitude to the trainers and participants.

Evaluation form among all participants with the object for determination and assess the quality, quantity, gaps and future improvements.

Conclusion of the PC-1 training

The all participants of PC-1 training actively attended the training course with curiosity and actively participated in the group work. The overall objectives of the training have been covered and the contents of the planned objectives were fully delivered by the by resource persons. The capacity of the training participants envisages that they will be now capable to make workable and transfer the gained knowledge in their respected field. Despite the fact that they have had lesser knowledge and technical capacity with regard to project designing and proposal development during the planning has now been able to do the same. The training participants were of the view that it was the first time in their service carrier that they became familiar to project development and formulating the PC-1 on amended format. Now after availing and receiving the PC-1 training and other technical skills they were optimistic and committed that the gained knowledge would be replicated and applied while making and developing projects. The interest of the participants reflect their seriousness towards the individual as well as institutional strengthening and capacity enhancement which could be replicated at broader aspect in reforming governance all over the province.

List of Participants

Annexure A

S.#	Locations	Name of participants	Designations	Departments/ Organizations
1	Lasbella	Mr. AsfandYar Khan	Deputy Commissioner Lasbela	S & GAD Govt of Balochistan
2		Mr. MajidMohsin	Additional Deputy Commissioner Revenue	S & GAD Govt of Balochistan
3		Mr.AsadRaisani	Assistant Engineer	Municipal committee uthal
4		MrAkramNasir	Chief Officer Gaddani	Municipal committee Gaddani
5		Mr.Malik Ashraf	Sub Engineer Irrigation Dept.	Irrigation Department
6		Mr.Ahsanullah	Junior Engineer	Communication &Works
7		Mr. Ejaz Ali	Budget & Accounts Officer Agriculture Dept.	Agriculture Department Lasbela
8		Mr. Raja Asif	DFO Hingol National Park	Forest & Wildlife Department
9		Mr. Tariq Lasi	SDO Public Health Engineering Dept.	Public health Engineering Lasbela
10		Mr. JaveedBaloch	Assitant Director Fisheries Dept.	Fisheries DepartemntLasbela
11		Dr. Abdul Hakeem	Vet. Officer Dept.	Livestock Dairy Development Dept.
12		Mr. Nadeem Mirbahar	Distict Coordinator	IUCN-BPSD Balochistan
13	Gwader	Mr. Abdul Rahim	Site Manager	Pakistan Wetland Program
14		Mr. Raiz Ahmed	Assistant Environment	Balochistan Coastal Development Authority
15		Mr. Abdul Hafeez	Coordinator	Health Deptt: (TBDOT) program
16		Mr. Abdul Hameed	Assistant Director	Gawadra Development Authority
17		Mr. Muneer Ahmed	Civil Engineer	Gawadar Port Authority
18		Mr. Nazeer Ahmed	Field Unit Incharge	National Rural Support Prpgram
19		Mr. JavedSameen	Coordinator	World Wild Fund
20		Mr. AmeenAullah	Assistant Director	Agriculture Departemnt Gawadar
21		Mr. Khan Muhammad	EDO	Education Department Gawadar
22		Mr. Dost Muhammad	Development Officer	Local Govt. Pasni District Gawadar
23		Mr.Iqbal Abdullah	Assistant Director	Fisheries Dept Gawadar
24		Mr. Ahmed Nadeem	Deputy Director	TDAP
25		Mr.ChangaizGichki	SDO Pasni	PHE Gawader
26	Q.Saifullah	Gohar Khan Gogezai	Distict Coordinator	IUCN-BPSD Balochistan
27	Karachi	Ms. Zeevar Scheik	Program Officer	IUCN -Karachi
28		Mr. Ghulam Qadir Shah	Project Manager Sindh Coastel	IUCN -Karachi
29		Mr. Altaf Hussain	HR Officer	IUCN -Karachi
30		Mr. Ateeq Ahmed	Country Manager Finance	IUCN -Karachi

PC-1 Formulation and Proposal Development

(17th to 19th May 2011 at Karachi)

AGENDA

DAY ONE - May 17 th 2011		
Time	Contents	Facilitator
0830 hours	Registration	IUCN
0900 hours	Recitation of Holy Quran	Participant
	Welcome address and Opening Remarks	IUCN
0930 hours	Setting up the pace: Introduction of Participants Expectations with matching objectives	Robeela Bangash
1100 hours	Tea Break	
1130 hours	Conceptualizing Gender Equal Development	Robeela Bangash
1330 hours	Lunch Break	
1430 hours	Gender Roles & Needs	Robeela Bangash
1630 hours	Ensuring Women's Access and Control	Robeela Bangash
DAY TWO - May 18 th 2011		
0900 hours	Review of previous day's activities	Robeela Bangash
0930 hours	Project Cycle Management with Gender Perspective	Waqar Ahmed/ Robeela Bangash
1100 hours	Tea Break	
1130 hours	Gender Sensitive PC-1 Preparation	Waqar Ahmed/ Robeela Bangash
1330 hours	Lunch Break	
1430 hours	Practice Sessions for PC-1 and PCM	Waqar Ahmed/ Robeela Bangash
DAY THREE - May 19 th 2011		
0900 hours	Review – Presentations of PC-1	Waqar Ahmed/ Robeela Bangash
0930 hours	Project Appraisals from Gender Perspective	Waqar Ahmed/ Robeela Bangash
1100 hours	Tea Break	
1130 hours	Logical Framework Analysis (LFA)	Waqar Ahmed
1400 hours	Lunch/ Prayer Break	
1500 hours	Critical Path Method	Waqar Ahmed
1600 hours	Evaluation of the workshop	IUCN
1630 hours	Feedback/ Closing Remarks & Certificate Distribution	IUCN

Note: As the workshop is residential, it would be appreciated if the participants observe evening sessions for practice and better understanding of the contents.