

CBI Newsletter

Reaching the NGO Community Nationwide



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January, 2009

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Community Mobilization training for World Vision Myanmar



Micro-finance project staff from World Vision practised community meeting exercise

CBI training team conducted Community Mobilization training for the Micro-finance project staff of World Vision Myanmar from 15 to 17 October, 2008 in Yangon.

The purpose of this training is to provide the participants with the knowledge and skill on the concepts and approaches of the basic community mobilization in the context of community participation and development with the

learning opportunity.

Being Micro-finance Project staff, they have received many trainings; however, community development training was the first training for for them. All participants had good knowledge and practical experience in relation to community and therefore the tools and the methods which they learnt from this training could be a good help for implementing their projects effectively.

Our Vision

CBI is the leading organisation providing quality training, consulting and facilitation services to Myanmar nationals and organisations working in the social development sector.

Our Mission

CBI's mission is to enhance the skills and competencies of national staff of NGOs in Myanmar in order to better serve the development of communities. To achieve this goal, we will become a center of excellence, providing quality services and facilitating communication among the NGO community and concerned individuals.

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Trainer Certification Programme on "Seeing System Organization Workshop"

CBI and World Concern jointly organized a Trainer Certification Programme on "Seeing System Organization Workshop" at CBI from 24th to 28th November. All together 11 participants joined the training. They are seven from World Concern, three from CBI and one from Oxfam. Dr. Anne Litwin from Power + System Inc from USA conducted the programme. Prior to the Certification Programme, participants had attended two-day Seeing System Organization Workshop. The purpose of the Certification Programme is for participants to learn and practice in order to conduct the Seeing System Organization Workshop by themselves.

On the first day of the Certification programme,



Dr. Anne Litwin (Power + System Inc) and participants

Anne discussed different motivations and visions for doing this work with the participants, and created a climate for productive and enjoyable work for the week. In addition, participants worked together as a group to read through the Trainers Manual and brainstormed about out what things mean,

how can apply to culture, the thinking behind the workshop, and more.

The rest of the week focused on presenting pieces of the program, preceded and followed by discussions of the material. Each participant prepared and presented the sections and followed by discussion in order to examine

each section for clarity, to understand the accompanying logistics, and to work on communicating with participants. Presentations focused on structure which act as a vehicle to explore, elicit questions, and master the workshop.

The last day, participants worked out dealing with anything left undone, reviewing design variations, and focusing on logistics. Finally they prepared the draft plan to organize Seeing System Organization Workshop among NGOs.



CBI conducted Evaluation for Consortium of Dutch NGOs (CDN)



CBI conducted an evaluation upon the request of CDN on its provision of Relief goods to the Cyclone



Nargis affected people in Labutta township from 23 to 26 October. CBI team consists of 4 staff conducted

the evaluation in 8 villages which received the relief items from CDN. It was the first experience for CBI to conduct such kind of evaluation for an international NGO.

CDN with an intention to continue with more shipments to the Delta would like to learn from its first three shipments.

Therefore CDN asked CBI to conduct an evaluation to get the answers objectively from the villagers. CBI submitted the evaluation report to CDN in early November 2008.

New Representatives of International NGOs

New Rep:

Mr. Rene Martin van der Meijden

Ms. Khin Thein Htwe

Mr. Paul Whittingham

Ms. Ingeborg Moa

Dr. Jean Louis Mosser (OIC)

Former Rep:

Mr. Monty Crisp

Ms. Kyu Kyu Khin

Dr. Rurik Marsden

Ms. Jannicke Storm

Ms. Birke Herzbruch

Organisation

World Concern Myanmar

W R T C

DFID (Department for International Development)

NPA (Norwegian People's Aid)

Malteser International

Project Proposal Writing Workshop



CBI Project Manager giving an introductory remark at the training

CBI training team conducted the Project Proposal Writing Workshop for organisations who are writing and submitting proposals to UNOPS-3DF from 11 to 16th November 2008 at Micasa. The

workshop was opened by the introduction of U Ngwe Thein, CBI Project Manager. Dr. Khin Su Su Hlaing, M&E Officer-UNOPS-3DF greeted the participants and explained about the workshop.

It was a five-day

customized workshop for applicant organizations. Twenty three participants, most of them are senior project staff in their organizations attended the workshop. The purpose of the workshop was to improve the capacity of writing proposal for the short-listed organizations, which applied for 3D Fund to implement their intended projects in their areas.

All participants evaluated that the workshop was very useful and helpful for them. CBI team is very satisfied with this work and grateful to UNOPS-3DF for giving a chance to CBI training team to conduct this workshop.

Livelihood TOT Training by CBI and CBFS

CBI has implemented trainings for local NGOs in collaboration with LRC for Nargis affected areas of Irrawaddy Division. CBI's mission is to enhance the skills and competences of national staff to better serve the development of communities.

ABC agricultural training group was requested to conduct Livelihood training in Home Gardening, Integrated Soil Management, Integrated Pest Management and Animal Husbandry at Yangon YMCA training hall from 1 to 5 December 2008 with the collaboration of CBI and the Capacity Building for Food Security (CBFS project). This training was funded by CBFS and planning and organised and managed by CBI. Twenty seven people, who will be facilitator afterwards, actively participated in 5-day training. They got the opportunity to observed farms and husbandry in Mingaladon township after the training for half a day.

Brain storming Session on Peace and Conflict Impact Analysis



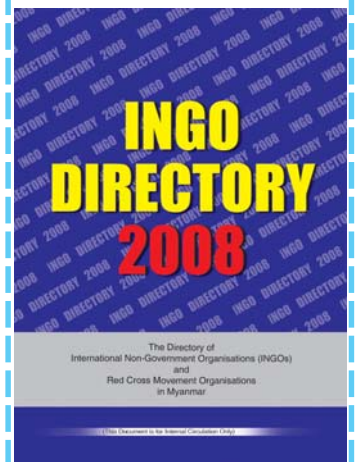
In collaboration with FES (Friedrich Ebert Stiftung), German International NGO working towards cultural and political development in more than 60 countries, CBI organised and co-facilitated half-day "Braining storming Session on Peace and Conflict Impact Analysis" on 21st October 2008. About twenty participants from more than 10 local and international NGOs attended the workshop.

Representatives from NGOs discussed and shared

views and experience, with the help of facilitators, and projected future trends for more active and effective coordination among various stakeholders in order to maintain and develop the level of trust among groups with different background and different interests.

CBI training team took a role as co-facilitator together with conflict management specialist from FES.

INGO Directory 2008 Edition was released



CBI was quite happy to release INGO Directory for 2008 in December, 2008. Friedrich Ebert Stiftung, German NGO, provided required fund for this work and CBI manage data collection, overall design and layout, printing and delivery. CBI produced Directory for both International and National NGOs since 2005.

Since it was produced in the post-Nargis era, the directory includes special section on Agencies' Nargis response activities. We welcome your feedback or comment on the Directory. We also invite INGOs which are not in the directory yet, and want to be so.

Extra copies of the directory are available upon request for NGOs and development organisations.

Welcome CBI New Staff!

Daw May Yadanar Pyae Phyoo Hein joined CBI team as an Assistant Information Officer.

Team building, Leadership and Report Writing Training for AZG- Sittway and Maung Daw

From 15th to 23rd December 2008, CBI training team conducted (2) customized trainings on team building, Leadership and Report Writing in Sittway and Maung Daw for AZG-Rakhine Project.

In Sittwe, altogether 19 participants and in Maung Daw, 20 participants attended the training. Participants are not only from AZG, but also from ACF and Malteser International.

The objective of the training was to have clear



understanding of the aspect of team building and leadership by the participants to enable them apply in their own

organizations. Moreover, to equip the participants with knowledge, methods and skills for writing clear, concise and

cohesive reports related to their work.

The characteristics of an effective team, team communication, leadership style, team leadership skills and essential components of effective report writing were discussed.

At the end of the training, all participants were confident to build their team effectively. They can also learn how to lead their team with appropriate manners. In addition, they had a good opportunity to learn some skills and methods to write effective reports.

CBI- IRC Joint Training Initiative

• Capacity Building Programmes at LRC

Seven 3-day trainings were successfully organized by IRC capacity building programme from Oct to Dec 2008 at Local Resource Centre, Yangon training room. One outside facilitator was requested to conduct the Financial Management modular trainings.

Community Facilitation and Report Writing trainings were organized by CBI Training Team, Project Cycle Management and Social

Mobilization were also conducted by external resources at LRC. Hundred and ten participants from 50 Local NGOs and local development organizations actively participated in the trainings. 41 are male and 69 are female. IRC trainings will be continued with some skill and technical trainings throughout the year 2009. Trainings on Team Building, Monitoring & Evaluation and Leadership will be facilitated in January 2009 at LRC.

• Community Facilitation - LRC



CBI training team conducted "Community Facilitation training" at Local Resource Center (LRC) on 29 - 31 October, 2008 in Yangon.

Training was designed especially for community facilitators.

Being a development

worker, facilitation skill is essential in implementing the community development projects effectively.

Training provides the participants with the knowledge and skill on the basic community facilitation in community development programs.

The training objective was achieved to some extent because of a kind financial support from Local Resource Center (LRC), technical support from CBI and active participation of all participants.

• Report Writing Training in CBI •



CBI training team conducted Report Writing training from 13-15 November, 2008. The purpose of the training is to equip the participants with knowledge, methods and skills for writing clear concise and cohesive reports related to their work.

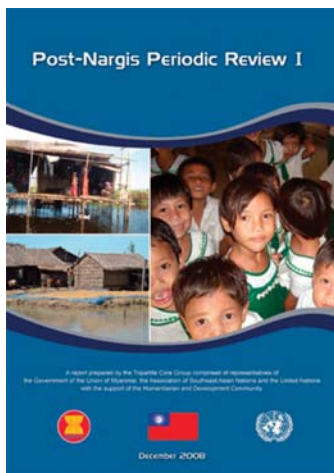
Altogether twenty five participants - nine participants from International NGOs and sixteen participants from local NGOs - attended the training. Most of them have some experience in writing reports but a few have little experience. This training is not only guidance for a

reporting structure but also for effective writing style. All participants can learn how to organize ideas and analyze data to plan a report by using Mind Mapping tool.

All participants have a good opportunity to write a group report with a sample case as well as individual report with their own case within 3-day training. Daily feedback indicates that participants were extremely satisfied with all aspects of the course and training methodology and found it met their objectives and was useful to apply for their work.

● **TCG and Nargis Response News**

Post Nargis Periodic Review was released



Under the umbrella of the Tripartite Core Group, the first report of the Periodic Review, which identified humanitarian needs and early recovery requirements at household level through the timely monitoring of community-focused indicators, was completed on December 19, 2008. The Periodic Review's analysis of the data collected between 29 October 2008 and 19 November 2008 from 2,376 households in 108

communities in the Ayeyarwady and Yangon divisions produced a holistic overview of community development across the affected areas. It serves as a credible source of information to identify priority areas for resource allocation and long-term recovery programming and to facilitate strategic decision making to continue support for the affected population.

The Tripartite Core Group will undertake the Periodic Review II and III in March and July, 2009 respectively to document the progress made towards meeting the needs of the cyclone affected people.

The report is available online at <http://www.asean.org/22120.htm> and <http://yangon.unic.org>.

Hard copies of the report can be picked up at MIMU or ASEAN office at Chatrium Hotel, 40 Natmawk Road, Tanwe Tsp, Yangon.

● **Local NGOs Initiative**

Youth network and Local Resource Centre

In an attempt to build on the enthusiasm of the numerous youth led initiatives that have responded to Nargis, Local Resource Centre facilitated a Youth Forum twice to create a space for young people to be able to exchange their knowledge and experiences, share the challenges they are facing, and promote linkages with more established Myanmar NGOs.

Recommendations from the Youth Forum included:

- To encourage the newly formed local civil society groups to continue participating in longer term development work
- To build up the

technical and organizational capacity of local civil society groups

- To develop linkages between local youth focused civil society groups and donor agencies and assist local civil society groups access to International Funding sources

The third forum will be coming soon and if any of youth led organizations would like to join the forum, please contact Ma Aye Myat Thu or Ma Nang Nechi Minn at the Local Resource Centre, No. 224 (A), 3rd Floor, Salomon Business Centre, U Wisara Road, Yangon. Phone: 536 428. email: lrc@myanmar.com.mm.

● ● ● **Oxfam New Office**

Oxfam will move to new office at No. 16, West Shwe Gone Dine 4th Street, West Shwe Gone Dine Qtr., Bahan in February, 2009. New phone numbers are 526934, 378398, 375392. Email: clight@myanmar.com.mm

● ● ● **New Humanity FOCSIV New Address**

NHF moves to new address, 703, Shwe Than Lwin Condo, New University Avenue, Bahan Township, Yangon. Phone/Fax: 556 817 Email: nhfmyanmar@mpmail.com.mm

● ● ● **GRET New Office**

No. 47/C, Kamin Kochin Road, Bahan Township, Near Shwe Gone Dine Junction, Yangon. Phone/Fax: 540975 / 546259. Email: yangon@gret.org.mm

● ● ● **Swan Yee Development Foundation Operating Office**

Room No (A-8), Bld No (138-B1), New University Avenue Road, Bahan Township, Yangon. Tel: 541854. Email : swanyee2006@gmail.com

● ● ● **Thingaha New Office**

Thingaha Gender Working Group moved to new office at Building (A), Room (2/1) Anawahta Housing Estate, Hledan Junction Kamaryut Township, Yangon. Office Ph: 704126, 526517, Director Ph: 095017496

● ● ● **Retana Metta new clinic**

Rettana Metta clinic moves from Shin Thar Manay Bhiman to Shwe Kyin Dhamaryoung, Southern Entrance Shwedagon Pagoda, ph: 241830.

● ● ● **BAJ office move**

Bridge Asia Japan moved to the following address below. Started from 12-Jan-2009. No.4, San Yeik Nyan -5 Street, Kamayut Township. Tel: 505081, 701856, Fax: 505081 Email: bajyangon@myanmar.com.mm

● ● ● **Metta Development Foundation adds new phone line**

Metta adds new direct phone line 5522266, while the former numbers remain the same.

● ● ● **Alliance adds new phone lines**

International HIV/AIDS Alliance adds new lines 524100, 539171, 504012 and for fax use 524100, 539171 & 504012 (Ext: 223).

Project Cycle Management Training at Phaung Daw Oo



CBI training team conducted the Project Cycle Management training for Phaung Daw Oo staff on 24th -26th December 2008 in Mandalay. It was a three-day customized training.

Altogether 36 participants attended the training. Some are senior project staff of Phaung Daw Oo and others are junior project staff and trainers. Learning objectives

of the training were: by the end of the training, participants would be able to
" understand clearly the stages of project cycle management"
" apply knowledge and experience gained from the training to their practical fields"
" approach and deal with the communities in appropriate way"

Trainers applied experiential learning cycle (ELC) through participatory learning and created a safe space for all participants. Training methods included role play, large group discussion, brainstorming, small group work, fish bowl, PowerPoint presentation,

demonstration, group's output presentation, individual exercise, conceptual game and energizer.

The participants assessed the training as a very useful and applicable one. All participants actively involved throughout the training and they were very satisfied with the achievement of the training objectives and their expectations as well as the outputs produced.



Community Mobilization and Facilitation Training for WHH at Bogalay



CBI training team conducted the community mobilization and community facilitation training for Wëlthungerhilfe project staff in Bogalay from 27 to 31 October 2008. It was a five days customized training.

Altogether 22 participants attended the training. 19 of them are from WHH, two from NCV and one from GRET. They are

community development facilitators (CDF), hygiene promoters, agronomists, forester, hygiene coordinators, field agent and volunteers. Male and female equally shared the total number of participants.

The purpose of the training was for the WHH project staff to have a comprehensive knowledge of the community mobilization

and ways to facilitate in the community to apply in development projects.

In this training, CBI trainers explained about the importance of trust in community development, community leadership and team behavior, community participation, development and mobilization. Community communication, meeting and decision making were also discussed. After all, the participants discussed and practiced the facilitation skills (listening, questioning, probing and feedback) and facilitation methods (workshoping, world café, role play and open space).

From this training, the participants gained the knowledge and confidence to build their team and find appropriate ways to lead their team. They also have practical knowledge to apply in their community facilitation and

community decision making process.

Voice of Participants

It is very pleasant for our staff.

... We have new idea, new experience, and new kind of intelligence...

... All NGO developers should attend this kind of training...

... I like "Six Thinking Hats" most because it balance all ideas and very useful in our community meetings...

... I like the games very much since they were used to observe what we are suppose to....



Facilitator Foundation Workshop



● ● ● ● ●
 Mr. Prabu K Naidu, Ms. Janice Lua from IAF and participants of the workshop in CBI training room
 ● ● ● ● ●

Foundational Facilitation Workshop (FFW) An exciting opportunity for CBI and some local NGO trainers was provided through a Foundational Facilitation Workshop (FFW) from 28 to 30 December 2008 at CBI.

This workshop was financially supported by Friedrich-Ebert-Stiftung (FES) and facilitated by two certified professional facilitators, Mr. Prabu K Naidu and Ms. Janice Lua from International Association

of Facilitators (IAF) Singapore. 16 participants, including 5 trainers from CBI and 11 from Local NGOs, attended the three-day workshop and actively participated. During the workshop all participants had

a great chance to learn and practice useful facilitation tools. After each practice, facilitators provided valuable suggestions and also gave feedback to participants. CBI team not only learnt facilitation tools but also an art of being creative from the workshop. This workshop has opened the eyes of participants to set up a network of facilitators in Myanmar.



Facilitation, Leadership and Team Building Training Merlin (Kalay) 8 to 11 December 2008



From 8 to 11 December 2008, CBI training team conducted the integrated customized training composed of Facilitation, Leadership and Team Building at Kalay, Sagaing Division for Merlin staff. All together 41 participants from four townships attended the four

Participants said that...

- "They could reflect their regular activities during training.."
- "It is better to have a more time in next training.."
- "They could learn by playing games.."
- "They got new facilitation methods from training.."
- "Problem solving and decision making methods are applicable.."

days training.

The training aimed to

achieve the following.

" A proper understanding of

the strength of team and ways to utilize diversity of behaviours in a co-ordinated manner.

" A comprehensive knowledge of leadership and competencies of a leader

" A clear picture of facilitation methods and ways to produce attractive design in facilitation

Training team exercised the participatory learning in training. Diagrams, pictures and photos were used for the participants to understand more and visualize. Participants could apply their learning points and skills in practice sessions of the training.

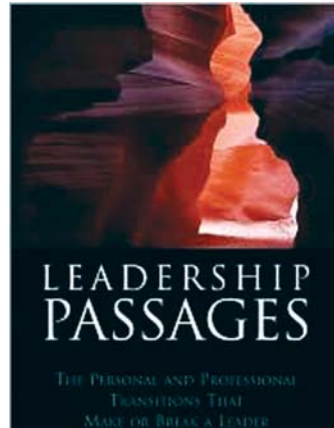
CBI Resource Center Highlight



Leadership Passages

written by David Dotlich, James L.Noel, Norman Walker

Passages here are crossroads where leaders experience very difficult time in their career. However, there are two wayouts, either positive or negative. Sometimes ordinary people become great leaders after successfully stepping over these passages. Sometimes, the leadership simply ended, because current leader fail in the test. Passages are



everywhere in life, not only in the organisation life.

Authors provided practical tools and technics to deal with such passages in your career and also in life.

David L. Dotlich is former executive vice president of Honeywell International, James L. Noel, principal of CDR International, is the former director of executive education for General Electric's Crotonville.

Norman Walker, until recently worldwide head of human

resources of Novartis.

In this book, diverse work experiences, career and work diversity, diverse life experiences, and difficult life experiences these 4 topics are mostly discussed.

Ram Charan, coauthor, (Execution: The Discipline of Getting Things done) recommended that, " If you want to succeed and have inner peace at the same time, then this book is for you. "

● ● ● ● ● Training Calendar for February to June 2009 ● ●

No	Training Title	Delivery	Invitation	Closing	Confirmation	Reporting	Facilitator
1	Participatory Project Management (PPM) Module (1) Module (2) Module (3)	3 – 6 February 17 – 20 March 4 – 7 May	16 Dec	13 Jan	20 Jan	29 May	CBI Training Team
2	Facilitator Development Programme (FDP) Module (1) Module (2) Module (3)	4 – 6 March 28 – 30 April 3 – 5 June	14 Jan	11 Feb	18 Feb	26 June	CBI Training Team
3	Disaster Management	1 – 3 April	11 Feb	11 March	18 March	24 April	CBI Training Team
4	Participatory Rapid Appraisal (PRA)	12 – 15 May	16 March	9 April	27 April	5 June	CBI Training Team
5	Staff Development	27 – 29 May	6 April	6 May	13 May	19 June	CBI Training Team
6	Creative Thinking & Decision Making	24 – 26 June	6 May	3 June	10 June	17 July	CBI Training Team

For further detail please contact Ko Zaw Moe Aung, Training Administrator, at 537888, 538473 or cbitraining@yangoon.net.mm