

CBI Team Exposure Trip



See Pg-4 >>>

Our Vision

CBI is the leading organization providing quality training, consulting and facilitation services to Myanmar nationals and organizations 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.

Contact CBI

No. 4, Kanbawza Yeikthar Street, Shwetaungkyar
Ward 1, Bahan Township, Yangon, Myanmar, 11201.

Tel : 537 888, 538 473

Fax : 537 888

Email : cbiinfo@myanmar.com.mm (Information)
cbi@baganmail.net.mm (Admin)
cbitraining@yangon.net.mm (Training)

Website: www.cbimyanmar.org

Contents

News Around NGO Community

- Project Management Training
 - 2-Day Workshop on IT Programming
 - Preparatory Course for Community Librarians
 - New Country Head of Mission of INGO
- 2
- 1st Anniversary of Myanmar NGO Network (MNN)
 - World Humanitarian Day
 - Workshop for LNGO Contingency Plan
 - NGO Address Changes
- 3

News Around CBI

- CBI Team Exposure Trip
 - Practitioners' Workshop on Disaster Risk Reduction (DRR) in Asia and Pacific
 - Global Organization Development Summit (GODS) in Hyderabad, India
 - Welcome CBI New Staff
- 4

CBI Trainings

- Community Based Disaster Preparedness and Risk Reduction Training
 - Community Facilitation Training for CBI - LRC Project
- 5
- Community Facilitation Training for Malteser International
 - Community Leadership Training --- World Vision
 - Creative Thinking and Problem Solving Training at LRC
- 6
- Financial Management Training --- LRC
 - Human Resources Management Training (Customized Training)
 - Organizational Capacity Assessment (OCA) Workshop
- 7
- Participatory Community Development Process Training --- PACT (Myanmar)
 - Staff Development (Inhouse Training)
 - CBI Training Calendar (October to December 2009)
- 8

Project Management Training



Friedrich Ebert Stiftung (FES) sponsored a trainer Mr. Peter Wyss to conduct Project Management Training for CBI and local NGO staff in Myanmar. Training was conducted on 28 – 30 September, 2009. All together 23 participants from 11 local organizations attended the training. In this training, trainer explained very clearly about project management in both theory and practice. Trainer divided all participants into five groups and each group worked on one project. All together five projects - two real implementing projects and three planned projects - were exercised in three-day training. Trainer is expert in both private and development sectors and therefore all participants can learn new knowledge, methods, tools and get practical experiences. All participants actively discussed about their problems in implementing projects and trainer kindly gave advice.

Preparatory Course for Community Librarians

American Center in Yangon conducted a Preparatory Course for Community Librarians from August 17 to 21, 2009. About 34 Participants from Community Libraries, including Assistant Information Officer from CBI, attended that course. All participants were learnt about Cataloging and Classification, the process of describing the books as a physical item. U Thein Lwin, Emeritus Professor, gave presentation on "Librarian's Ethics" and "Library Education in Myanmar". Participants got opportunities to learn not only the techniques of how to keep the library systematically but also the ethics of librarian and other knowledge on library. Throughout the five days, participants practiced on that methods and shared their experiences.

2-Day Workshop on IT Programming

Consortium of Dutch NGO's (CDN) organized and conducted a 2-Day workshop on IT Programming from 28th to 29th July, 2009 at Innaya Lake Hotel. Participants were staffs from the Ministry of Agriculture & Irrigation, International NGOs, Local NGOs and Community Based Organizations and they all participated with full attention and interest. Assistant Information Officer from CBI joined that workshop. From the workshop, participants got knowledge and skill on Microsoft Office Word, Excel and Power Point and they learned through practical exercises. Participants assessed that the training was useful and applicable for them and thanked CDN for conducting the workshop.

Environmental Workshop on Awareness Raising among Myanmar NGOs and CBOs on 4th July 2009 at Chatrium Hotel Yangon



Go Green Day on 22nd September 2009 at Local Resource Center (LRC)



New Head of Mission of INGO

New Head of Mission
Mr. Peter Paul de Groote

Former Head of Mission
Mr. Luke Arend

Organisation
MSF-Holland (Myanmar)

1st Anniversary of Myanmar NGO Network (MNN)

The Myanmar NGO Network held its 1st anniversary celebration on 12 September 09 (Saturday) at International Business Centre in Yangon. The celebration lasted for a half day with exhibition by the members of their performance, products and photos of activities. There were two guest speakers; one was the Country Representative of FAO Dr. Shin IMAI and the other one was Country Director of Burnet Institute and Advisor of Local Resource Centre Dr. Karl Dorning. Later, presentation on the performance of MNN during last one year was presented by power point by the MNN Secretary. After that four working groups; Education, Environmental, Health, Micro-finance and Livelihood, presented their performances by power point. The ceremony was attended by some UN Agencies, International NGOs and non-members and members of MNN and of course some from Media. All together 170 people participated at the celebration and they were 8 from INGOs, 5 from UN Agencies and 157 from Myanmar NGOs.



World Humanitarian Day



The First World Humanitarian Day was observed at the Chatiram Hotel on 19 August 2009. The commemoration ceremony was attended by Humanitarian Actors both from Local and International. Mr. Bishow Parajuli, UN Resident/ Humanitarian Coordinator in Myanmar and Chair of Inter-Agency Standing Committee (IASC) delivered the "Welcoming, Introduction speech and deliverance of the World Humanitarian Day message from the UN Secretary – General", Dr. Niken Gandini, Senior Technical Advisor read out the "ASEAN's role in Humanitarian work in Myanmar", on behalf of Dr. William Sabandar, Special Envoy of the ASEAN Secretary-General for Post-Nargis Recovery in Myanmar, Dr. Myo Thant Tin, President of Myanmar NGO Network and Chairman of Myanmar Ceramics Society delivered "Success of cooperative and partnership arrangements in responding to humanitarian situations", and Dr. Tun Myint, on behalf of Dr. Tha HlaShwe,

President of Myanmar Red Cross Society delivered the "Role of volunteers in humanitarian work in Myanmar". World Humanitarian Day Celebration was successfully closed by watching Public Service Announcement on The World Humanitarian Day.

Workshop for LNGO Contingency Plan

LNGO contingency planning workshop was held at Burnet Institute training room on 12-13 August 2009. The workshop was led by UNOCHA with co-facilitation from UNICEF, Thingaha, LRC and CBI. It was a two-day workshop. Participants worked hard and developed an action plan for developing a term of reference (TOR) for contingency working group and writing a report of the workshop.

NGO Address Changes

Pact Myanmar

No.497, 1st Floor, Tower B, Diamond Condominium, Pyay Road, Ward 8, Kamayut Township, Yangon 11041, Myanmar.
(Corner of Pyay Road and Narnattaw Street, Near Myittar Oo Eye Clinics)
Phone - 95 1 501 373, 501 383 (Direct), 95 1 501 381, 501 380, 501 382 (Ext:807 [Extension of Diamond Condo])
Fax - 95 1 501 373, 501 383
Email - pactgeneral@yangon.net.mm, pactmya@yangon.net.mm

Social Vision Services (SVS)

No-64, Sein Yadanar Street, Aung Myay Thar Si Housing, Kamayut Township, Yangon.
Phone - 95 9 852 4207, 852 4210, 95 1 535 451
Fax - 95 1 535 451
Email - s.v.s.myanmarngo@gmail.com

Myanmar Anti Narcotic Association (MANA)

No. 37/G, Plot No. 1/H, Kyuntaw Street, Kamayut Township, Yangon.
Phone - 95 1 502 892, 502 893
Email - manacentral@mptmail.net.mm

Médecins Sans Frontières, Switzerland Myanmar Mission

101, Damazedi Road, Kamayut Township, Yangon
Email - msfch-myanmar-it@geneva.msf.org
Phone - 95 1 502 509, 534 239, 441 3062
Fax - 95 1 526 194

CBI Team Exposure Trip



6 staffs from 3 operating sections; training, information and office administration of CBI went to Phnom Penh, Cambodia for a study tour in July 2009. About 350 INGOs and 2300 LNGOs are crucially engaging in reducing poverty and impacting social change to development in Cambodia. The team studied four organizations; SILAKA, VBNK, CCC (Cooperation Committee for Cambodia) and CORD Cambodia. They got the chance to learn the operation and supporting functions of each organization. Training team learned the types and ways of capacity building service they are providing. Information team inquired on how NGOs in Cambodia network, how information and experience sharing is taking place and its mechanism, and how the institution / organization manages and organizes the trainings / workshops. Office administration team focused on fund raising and the strategy for organization's sustainability. CBI's exposure trip 2009 was useful and the team had wonderful time there. We would like to express our sincere thanks to our project manager and supportive colleagues, donors particularly Trocaire Team in Phnom Penh for their kind attention, helpful arrangements and support to CBI in this trip.

Practitioners' Workshop on Disaster Risk Reduction (DRR) in Asia and Pacific

Practitioners' workshop on Disaster Risk Reduction (DRR) in Asia and the Pacific was held in Phuket, Thailand from 15 to 17 September 2009. Staffs from International NGOs, Myanmar NGOs and Myanmar Red Cross Societies from Myanmar were invited to the workshop and the project manager of CBI and one trainer/consultant of CBI were among them. The theme



of the workshop was "Building safer and more resilient communities in Asia and the Pacific." This workshop also provided a venue for strengthening networks and promoting local, national and regional cooperation through knowledge sharing. About 190 participants from 23 countries representing DRR practitioner from Government, Non Government, National Red Cross and Red Crossed Societies from Asia and Pacific regions participated the workshop.



Global Organization Development Summit (GODS) in Hyderabad, India



CBI has formed organization development (OD) team with two existing trainers in June, 2009. OD team has initially provided OD services to four clients upon their requests. As an exposure, CBI OD team participated in global OD summit which was held on 19-22, August, 2009 at Indian School of Business, Hyderabad, India. The theme of the summit is "fusion of Eastern and Western Principles – Creating Sustainable Development through OD". GODS 2009 is an excitingly unique forum: members of the Asia OD Network and IODA came together for the first time. The summit was the very first experience and a great opportunity for CBI OD team to learn more about OD models and approaches from many experienced OD experts. They also get a good network with many OD practitioners from different organizations.

Welcome CBI New Staffs !

Ei Ei Yi Mon joined CBI Training Team as a Trainer/Consultant.

Aye Aye Win joined CBI as a Research / Specialist.

Ye` Minn Thwin joined CBI as a Documenting Officer.

Community Based Disaster Preparedness and Risk Reduction Training (Focusing on the Introduction of Sphere)

CBI training team conducted Community Based Disaster Preparedness and Risk Reduction Training (focusing on the introduction of Sphere) from 2nd to 4th September 2009. Total 24 participants (15 males & 9 females) attended the training. Purpose of the training is to develop participants' capacity in planning and implementing community based disaster preparedness and risk reduction projects / programmes effectively.

In the training, the introduction of community based disaster risk reduction (CBDRR), Sphere and HAP were discussed. The first day of the training was designed to learn the main concepts of Disaster Risk Reduction (DRR) emphasized on preparedness and to study other countries' experiences. The introduction of Sphere project and HAP standards were discussed in the following two days. Participants actively participated in the group discussions and the technical chapters. There were Internally Displaced Persons (IDP) camp construction activity and experience sharing sessions by two external resource persons.



Voice of the participants***

"We are now clear about what is DRR and we like the brainstorming and video show sessions."

"Learning about Sphere is very interesting and useful for humanitarian workers."

"We are satisfied because we have known the Humanitarian Accountability Partnership (HAP) standards for vulnerable people."

"It is better to conduct the training for 5 days."

"Experience sharing sessions of external resource persons are very knowledgeable."

Community Facilitation Training for CBI - LRC Project



CBI training team conducted the Community Facilitation Training at Local Resource Centre (LRC) from 29th to 30th July 2009. It was a three-day customized training organized by CBI-LRC project. Total participants 18 (10 males & 8 females) from local NGOs attended the training. Purpose of this training was for participants to gain knowledge and skills of community facilitation which will help them work effectively in their community development projects. Trainers applied experiential learning cycle (ELC) through active participation. Participants assessed that the training was of great value to them and believed that they would be able to apply the knowledge and skill in their respective work.

Voice of the participants***

"We are satisfied with learning contents and shared by others experiences."

"Training method and pictures are very supportive to understand well."

"We are surprised because we got more than expected from the training."

"This course is quite relevant to us."

"We can discuss and share experiences and develop ideas throughout the training."

Community Facilitation Training for Malteser International

CBI training team conducted the Community Facilitation for Malteser at Labutta from 12 to 14 August 2009. It was a three-day customized training. Total 27 participants (17 males & 10 females) who are representatives from targeted villages attended the training. Trainers used experiential learning cycle (ELC) method and focused on how to apply knowledge and experience gained from the training to their community. Participants actively participated and they were satisfied with the achievement of the training objectives and their expectations as well as the outputs produced.



Voice of the participants***

"All of the training sessions made our participation and discussions active."

"We like Role-play training session like the most, because we learned and will never forget it to apply in our community."

"We can build good relationship and friendship with each other."

"Conceptual games reflect the learning content."

"Training is knowledgeable and applicable for us."

Community Leadership Training --- World Vision



CBI training team conducted two Community Leadership Trainings for community leaders from East Dagon and Hlaing Thar Yar on 18-19 and 20-21 August 2009. All together 45 participants attended these training. World Vision - Micro Credit Department initiated and arranged for this training to enhance the capacity and attitude of the community leaders in implementing the micro-finance and developments projects in their community.



The main theme of the training was developing community leaders thus leadership concept, skills and types of leaders were discussed. Moreover, the idea of value creation and ethical consideration for community leaders were also considered. To reinforce their implementation, the participants also learnt on the importance of trust in community development.

Creative Thinking and Problem Solving Training at LRC

According to many requests from local NGOs, CBI training team decided to conduct this training at LRC especially for local NGOs and CBOs on 3-5 August, 2009. All together 23 participants from 23 local NGOs and CBOs attended the training. The purpose of the training was to introduce the ways and techniques of problem solving and decision making through creative thinking to the participants in order to become more creative thinkers and effective decision makers.



Voice of the participants***

"We have known more about creativity and thinking style than before."

Financial Management Training --- LRC

Financial management is an important area to improve in LNGO community. Financial Management training was organized by CBI team at Local Resource Center (LRC) on 12 – 14 August, 2009 in Yangon. All together 20 participants attended the training. All participants were selected based on their interest in financial management, and they came from accounting, administration and project management areas of different organisations. As participants were selected from different backgrounds, they had a chance to discuss issues from different points of view. Participants emphasized more in budget and internal control and they discussed and practiced on preparation and monitoring of budget and establishment of good internal control systems.



Voice of the participants***

- “After this training, I am confident to keep the required books and accounts systematically and effectively monitor.”
- “Among these subjects, I am satisfied to learn budget clearly. I also would like to attend other training if possible.”
- “Good, I like Treasure Map session most. We ignore our responsibility while searching the mistake of others.”

Human Resources Management Training



A Human Resources Management Training for the staffs of Save the Children in Myanmar was conducted by the CBI training team on 24th to 26th August 2009. Training was intended to achieve

- a clear understanding of the aspect of HRM
- a comprehensive knowledge on recruitment and selection process
- a clear understanding of staff motivation
- a clear understanding on the training and HRD activities
- a clear idea on staff benefits and rewards

All together 20 participants from Yangon head office, and regional offices attended the training. All participants fully involved throughout the training and they were

satisfied with the course content, training methods and facilitation of the trainers. They all are eager to apply what they have learnt to their work.

Participants said that***

- “Happy to learn the new things from training”
- “Can reflect their own activities”
- “learn more from recruitment and selection process”
- “got performance management steps effectively”
- “knew well for training and development procedures”
- “knew performance management steps well”

Organizational Capacity Assessment (OCA) Workshop

Two trainers from CBI conducted the Organizational Capacity Assessment (OCA) Workshop for the people from the Village Rehabilitation and Development Committee (VRDC), Bogkone Village, Labutta on 8th and 9th July 2009. It was a two day workshop. This workshop aimed to review and reflect the existing condition of their own organization and find ways to develop more for their organization by themselves. Seven areas were mainly assessed to know about the whole picture of the organization. Six people from VRDC members attended the workshop. Some staff from Mercy Corps observed the process. After the two-day workshop, participants are eager to develop their organization more and more.



Participatory Community Development Process Training --- PACT (Myanmar)

CBI training team conducted the Participatory Community Development Process Training for PACT - Myanmar from 4th to 6th August 2009. It was a 3-Day customized training. Total participants 25 (18 males & 7 females) from PACT and WFP attended the training. Purpose of this training was to provide the participants comprehensive understanding of community development and true participation of the community in development process. It was very useful for community development staff to improve their facilitation skills and enhance the community participation effectively.



Voice of the participants***

"Now we know how to deal with community."

"We learn thoroughly about community development concept and quality & accountability issue."

"We like trust building and conceptual games."

"We can apply smart trust not only in the community but also in our life."

"We are happy with the training because we got the learning points that we expected."

Staff Development



Developing human capital became a topical subject in today's time. There is no diminishing marginal return in investment in human capital. There can be a spill-over effect in developing staff. CBI training team conducted the Staff Development in house training on 12 to 13 August 2009. All together 20 people attended the training. The training aimed for the participants to

- acquire the knowledge and skill related to a model of staff development
- determine the appropriate management response to staff development matters
- increase the productivity and work satisfaction of their own staff members, individually and as team members

Perception on human, valuing human capital, development process and manager's style, managing performance, staff motivation, delegation process, coaching, and empowerment were discussed in training. Participants knew well the perception on human and keen to develop employee as valuable resources. They could reflect the development approaches and models for staff development after the training.



CBI Training Calendar

(October to December 2009)

No	Training Title	Delivery	Invitation	Closing	Confirmation	Reporting	Facilitator
1.	Facilitation Skill	7 - 9 October	19 August	16 September	23 September	30 October	CBI Training Team
2.	Report Writing	4 - 6 November	16 September	14 October	21 October	27 November	CBI Training Team
3.	Proposal Writing	25-27 November	7 October	4 November	10 November	10 December	CBI Training Team