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Working paper 2002/10

**Report on**  
**Partner NGO Refresher Course (1)**  
(for Field Assistants recruited in 2002)

*Report prepared by:*

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**Development of Sustainable Aquaculture Project**  
**World Fish Center**  
**Bangladesh Office**

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## **Preface**

Freshwater Resources Research Program of the WorldFish Center is aimed at improving food security and eradicating poverty by introducing small-scale fresh water aquaculture as an element into the economic activities of resource poor households in rural area (Bangladesh). The target groups are the poor producers and consumers who can benefit from the better use and management of aquatic resources.

After a long experimentation and field trials WorldFish Center has been able to generate low cost productive aquaculture technologies for the resource poor farmers of Bangladesh. Year 2000 was the beginning of the USAID funded Development of Sustainable Aquaculture Project (DSAP). The major thrust of the project is to implement aquaculture demonstration and to bring unused and/or underused seasonal and perennial ponds and rice fields into improved production with methods that are feasible, affordable and acceptable to resource poor households in rural areas of Bangladesh. The DSAP approach aims at making cooperating farmers and implementing NGOs sustainable so that after withdrawal of support from the WorldFish Center, aquaculture practices and development are continued in the rural areas.

The DSAP has reoriented many of its strategies in 2002 to ensure effective and quality support to the partner NGOs to attain sustainability at both beneficiaries and partner NGO level. Dhaka based administration of DSAP has been restructured and taken to the fields by opening eight regional liaison offices. For the sake of providing quality services, beneficiaries are being served by the staff of these liaison offices. The partner NGOs is receiving technical and financial support.

The outreach activities of the project are being implemented through 27 partner NGOs in 31 districts of Bangladesh. In addition, the DSAP is also providing training and technical feedback to the staff of associate partner NGOs to familiarize DSAP technologies and to disseminate the aquaculture practices in rural areas.

The report presented has prepared on the refresher training course organized for the NGOs newly recruited field staff involved in aquaculture activities. According to the planned training activities for the development of Partner NGOs field staff, first refresher training course was organized on June 2002 after two months of their foundation/ basic training. The main objective of this training program was to review their technical knowledge concerning aquaculture, as they perceived in the basic training. Along with orient them some new ideas regarding monitoring and evaluation of the aquaculture activities and modern approaches of training and extension methodology for effective technology dissemination. The reports covers almost features of the follow-up training where training need assessment, training approaches, equipment and materials used, training output and above all, the authentic and realistic expression of the field staffs ideas have been reflected in the recommendations they made for better project implementation. We hope, this report will be helpful to understand the willingness of the WorldFish Center to provide qualitative training support for the partners.

**Johannes Janssen**  
Project Leader  
Development of Sustainable of Aquaculture Project

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## **1. Introduction**

To develop the technical and managerial skills of the field staff of Partner NGOs involved in aquaculture activities, a multi-year concise training plan have already been evolved. Under this training plan 8 successive follow-up training courses were designed for PNGOs staff each comprising some new subject matter as well as revision of need based technical issues to fulfil the requirement of NGO extension workers. The newly recruited Field Assistants and Project Coordinators of the Partner NGOs who received foundation training on last April 2002 were invited to participate in the first follow-up training.

As per planned schedule, first follow-up training for the new field staff was organized on June 2002 just after two months of their foundation training. The training course was entitled as-“ Training methodology and monitoring and evaluation procedure of DSAP.” Like foundation training course, two batches were simultaneously conducted at each of 3 regional venues under two-facilitator team at the same time and place. The training program continued from 8-10 June, 11-13 June and 30 June to 2<sup>nd</sup> July at Savar, Jessore and Pabna respectively. The details of the training schedule for 25 NGOs are stated in Annex-1. From 25 Partner NGOs 94 Field Assistants and 16 Project Coordinators had participated in the follow-up training from 8 ICLARM working regions. The list of participants attended in the follow-up training with their brief information is enclosed in Annex-2. The common program of the training followed for 2 batches (A & B) at each venue is attached in Annex-3.

## **2. Aims of the Training**

It was expected that after completion of this training, the participant field staffs could be able to learn the recent training and extension methodology for effective technology transfer. They also could develop clear understanding of modern monitoring and evaluation system for proper monitoring of extension activities. Along with they could upgraded their technical knowledge through the revision of technical issues.

## **3. Objectives of Training**

The most targeted objectives of this follow-up training was:

- i. To develop the knowledge of field staff about the recent concept and methodology of training and extension for effective dissemination of the technology to the farmers.
- ii. To orient them with the recent knowledge of monitoring and evaluation system to ensure proper monitoring of the DSAP activities and documentation of the information.
- iii. To share their field experience and reshuffle the technical knowledge regarding aquaculture practices in different situations.

The detailed of the course and module objectives, expected output and content are attached in Annex-4

### **3. Expectation**

To decide the content of first follow-up training for the newly recruited field staff, the training need was assessed based on their feed back received after foundation training. It was also discussed with the NGO partners in regular monthly coordination and in regional meetings to prioritize the training needs for the NGO staffs involved in aquaculture extension. Based on the feedback received from the NGO Partners, extension officers, Project Coordinators and other concern, a course content was prepared for first follow-up training focusing time bound needs of the issues which was prioritized by the field staff. Being the newly recruited staff received primary knowledge of aquaculture technologies in foundation training, it was suggested by the NGO partners and their staffs to give focus on training, extension, and monitoring & evaluation methodology in next training. They opined that the suggested subject matter would improve their skills for effective dissemination of technology and ensure proper monitoring system. However, to readjust the pre-scheduled course content and assess the training needs of new field staffs after two months of their field experience under DSAP, group work was done in each of the training batch before starting the training. The summary of the course expectation made by the field staffs in different training batches is enclosed in Annex-5.

### **4. Training Methodology**

Participatory method of training was mostly practiced to conduct the first follow-up training giving maximum access to the field staff to share their experience and make them easy to contribute in the discussions at each of the sessions. About 30% sessions were conducted lecture based to provide theoretical knowledge of training, extension and monitoring approaches with participatory review of all sessions. To improve the facilitation skill of the staff, demonstration session of farmers training was completely conducted by the participants through role play by one group of 6-8 staffs and make observations on their facilitation by remaining others. It was very interesting that the participants themselves identify the lacking to conduct a training session and provide suggestions to overcome the problems. In the review session they participate in a very frank discussions on different technical and management issues they faced in last two months of field work and summarize the problems as well probable suggestions through brain storming and group work. Every field staff also gave individual feedback on their specific problems and point out some probable way for solution. Along with the above, question and answer, VIP card, exercises, simulations, brain storming, study circle etc. different approach of training methods were practiced to make the training sessions more attractive, interactive and successful.

### **5. Materials and Equipment**

A training manual on aquaculture technology packages republished by ICLARM was distributed to the participant field staff as a guidebook for their technical and monitoring support to farmers. Handout of all the theoretical training sessions are also given to them for further study to develop clear understanding of the subject matter delivered by different resource persons. A Secchi-disc also gifted to each staff to monitor the water quality of the farmers under their supervision.

Number of training equipment were used by the different resource persons/facilitators to make each of the training sessions more attractive, effective and efficient to focus the main subject matter. Whiteboard, flipchart, overhead and LCD Projector, video camera, still camera, VCD player, television etc. equipment were arranged to use as and where necessary.

Some real object like live fish/fingerlings, different types of fish culture inputs like-feed, fertilizer, lime, rotenone, medicine etc also supplied to the participants to make the competitive demonstration farmers training session lively. To encourage the participants some gift items also presented to them for best performance in the role of farmers, facilitators and in other events.

## **6. Training Output**

The outcome of the first follow-up training course seems to be more than the expectation as commented by the participant field staffs. The most important result of the training was the active participation of the trainees at each of the sessions, which make the training enjoyable and interactive to perceive the content. The field staff overcomes the hesitation to express them and develop facilitation skill how to conduct a successful training session, which was the main goal of the training course. They able to know what are the major training and extension approaches for technology transfer and which one is more applicable for their farmer community. They also learn about the monitoring and evaluation procedure, different monitoring tools, their application and especially regarding pond record books to assist the farmers for proper documentation of the required information. The review session gave them the opportunity to discuss about different technical and management issues and have a clear concept about the causative factors behind the problems and feasible solutions to overcome or preventing such critical issues.

Through analysis of the feedback received from participant field staff and evaluation of their performance it appears that beside fundamental knowledge, their practical orientation concerning aquaculture and extension system have been remarkably improved by this training.

## **7. Training Evaluation**

To assess the improvement of the knowledge through the training imparted, pre and post evaluation of the participant field staff was done. To compare their development from the foundation training (benchmark) to the end of follow-up training, last post evaluation was done with the previous set of MCQ quitioneer to assess their responds. The assessment of their score indicates that they have improved their technical knowledge regarding aquaculture from 41.82% at foundation training to 69% at the end of the 1<sup>st</sup> Follow-up training.

## **8. Training Feedback:**

All the NGO Project Coordinators participated in the training as invited resource person were requested to submit a brief written feedback on training program discussing with their field staff received training. The feedback received from different PNGOs reflects their satisfaction according to their expectation from the program. They highly appreciated the need based and objective oriented course content, participatory training approach to make easy understand all the issues, appropriate training equipment and materials used. They specifically appreciate the sincerity of all the facilitators to make the training session easy understandable and effective and requested to increase the participation of senior trainers. They expressed their satisfaction regarding food, accommodation and logistic support offer to them during the training period and also put some constructive suggestion for further improvement of these supports. A common request comes from all of the trainees to increase the duration of the follow-up training at least a 4 days including more participatory sessions and field visits in the schedule. They express their keen interest to visit another ICLARM

regions through organize next training session at other regional venues and allow them to go for sharing experience and improve their ideas about different regions. They highly emphasis the necessity for follow-up training sessions on technical issues for further clarifications and develop clear understanding regarding aquaculture technologies so that they could provide technical support to the farmers more confidently.



### Annex 1: Time and Training schedule of different batches

Batch	Date	Selected Venue	ICLARM Regions	Name of NGO	working area	Participant			
						PC	FA	Total	
A       B	8-10 June 2002	Training & Resource Center (TARC) BRAC-Savar, Dhaka	Mymen- singh	1. FHD	Sherpur	1	3	19	
				2. CRED	Kishoreganj	1	2		
				3. SARA	Mymensingh	1	5		
			Gazipur	4. PADAKHE	Netrokona	1	5		
				5. CARP	Tangail	-	2		
				6. SATU	Tangail	1	4		
				Comilla	7. PRANTEC	Gazipur	-		2
					8. PP	Comilla	1		5
					9. PAGE	Comilla	1		5
A     B	11- 13 June 2002	Training & Resource Center, RRC, Ramnagar Jessore	Jessore	10. RRC	Jessore	-	4	16	
				11. BS	Jessore	-	2		
			Magura	12. JC	Jessore	-	2		
				13. ADI	Magura	-	2		
				14. VPKA	Rajbari	1	5		
			Barisal	15. DMG	Faridpur	1	5		
				16. BUK	Barisal	1	5		
17. Coast-Trust	Bhola	1		5					
A       B	30 June to 2 <sup>nd</sup> July 2002	BRAC Training and Resource Center (TARC) Pabna.	Bogra	18. LDRO	Bogra	-	2	20	
				19. SPP	Dinajpur	1	4		
				20. CIRUP	Bogra	-	2		
				21. TMSS	Bogra	1	4		
				22. OREDAR	Sirajganj	1	5		
				23. CRED	Pabna	-	1		
			Rajshahi	24. BAIC	C. N Ganj	1	3		
				25. DJKS	Rajshahi	1	5		
				26. ACD	Pabna		5		
<b>Total</b>				<b>25 NGO</b>		<b>16</b>	<b>94</b>	<b>110</b>	

## Annex 2: Participant list

Batch: 1 & 2

Venue: BRAC, BCDM, Savar

Date: 8-10 June 2002

Sl	Name of NGO	Name of Participants	Designation	Academic Qualification	Joining date in DSAP
1	CRED	Md. Khirul Amin (Ruhul)	FA	BA	28/02/02
2	CRED	Md. Abdul Halim	FA	BA	26/02/02
3	SARA	AKM Nurul Member	FA	B.COM	01/04/02
4	SARA	Shahnewaz Parvin	FA	BA	01/04/02
5	SARA	Md. Kamrul Islam	FA	BA	01/04/02
6	SARA	Md. Shfiqul Alam	FA	MA	01/04/02
7	SARA	Md. Mamun-or-Rashid	FA	MA	01/04/02
8	PADAKHEP	Abdul Monnaf (Batchu)	FA	BA	15/03/02
9	PADAKHEP	Md. Abu Khairul	FA	BSS	15/03/02
10	PADAKHEP	Mohol. Mohsin Hossain	FA	BA	15/03/02
11	PADAKHEP	Biplob Kumar Das	FA	BSS	15/03/02
12	PADAKHEP	Md. Anowar Hossain	FA	B.COM	24/04/02
13	PP	Md. Azad Hossain	FA	MSS	12/03/02
14	PP	Md. Farid Ahmed	FA	BSS	12/03/02
15	PP	Md. Mosharaf Hossain	FA	BA	12/03/02
16	PP	Farida Akhter	FA	HSC	04/04/02
17	PP	Md. Nuruzzaman	FA	Ag. Diploma	12/03/02
18	PAGE	Md. Salim	FA	BA	16/04/02
19	PAGE	Md. Pashiour Rahman	FA	BA	16/04/02
20	PAGE	Md. Khurshed Alam	FA	MA	16/04/02
21	PAGE	Md. Gaffor Bhuiyan	FA	BSS	16/04/02
22	PAGE	Md. Zahirul Haque	FA	B.COM	16/04/02
23	FHD	Md. Anamul Haque	FA	BA	01/04/02
24	FHD	Md. Kairul Hasan	FA	BSS	01/04/02
25	CARP	Jagadish Chandra Chanda	FA	BA	01/02/02
26	SATU	Md. Mohabubul Alam	FA	MSC	23/03/02
27	SATU	Md. Shariful Islam	FA	BSS	01/03/02
28	SATU	K.H. Lutfor Rahman	FA	HSC	02/04/02
29	SATU	Shima Rani Sarker	FA	MSS	02/04/02
30	PRANTEC	Md. Ahasan Habib	FA	BCOM	
31	PRANTEC	Md. Ashraful Alam	FA	BCOM	
32	DMG	Md. Nur-e-Alam	FA	BA	08/06/02
33	DMG	Md. Haidar Hossain	FA	BA	08/06/02
34	DMG	Yeakub Ali	FA	BA	25/03/02
35	DMG	Nikhil Ch. Sutra Dhar	FA	BA	25/03/02
36	DMG	Helena Pervin	FA	BA	25/03/02
37	SATU	Md. Haider Ali	PC	MSC	04/04/02
38	PAGE	Shoukat Kabir Chowdhury	PC	BSC	16/04/02
39	PP	Alo Priya Chakma	PC	BSC	02/04/02
40	DMG	Mokbul Hossain	PC	BSC	03/06/02
41	PADAKHEP	Pronab Kumer Biswas	PC	MSC	15/03/02
42	CRED	Md. Kazi Zakir Ashan Habib	PC	MSC	01/03/02
43	PP	Alo Priya Chakma	PC	MS	01/03/02
Total Participants attended in Savar = 43			PC-7 + FA-36		

## Annex 2: Participant list (Continued)

Batch: 3 & 4

Venue: RRC, TARC, Jessore

Date: 11-13 June 2002

Sl	Name of NGO	Name of Participants	Designation	Academic Qualification	Joining date in DSAP
1	BUK	Md. Moklasur Rahamn	FA	MSS	01/04/02
2	BUK	Md. Abdul Gani	FA	BA	01/04/02
3	BUK	Md. Abdul Hamid	FA	BA	01/05/02
4	BUK	Md. Abul Kalam	FA	BA	01/04/02
5	BUK	Sk. Abdul Nasir	FA	MSS	01/04/02
6	RRC	Martin Makhal	FA	BA	12/03/02
7	RRC	Shahinur Rahman	FA	BA	13/03/02
8	RRC	Shorab Hossain	FA	BA	09/09/02
9	RRC	Jahangir Alam	FA	BA	12/04/02
10	BS	Abul Kalam Azad	FA	Mcom	01/04/02
11	BS	Nazma Sultana	FA	Bsc	01/04/02
12	BS	Mridul Kanti Roy	FA	BA	01/04/02
13	JC	Suprokash	FA	BA	04/03/02
14	JC	Anowar Hossain	FA	BSS	05/03/02
15	Coast trust	Sohel Mhamud	FA	BA	23/03/02
16	Coast	AK Fazlul Hoque	FA	MA	23/03/02
17	Coast	Md. Saidur Rahman	FA	MA	23/03/02
18	Coast	Samjil Mondal	FA	BA	23/03/02
19	Coast	Md. Mizanur Rahman	FA	Diploma	11/05/02
20	ADI	Md. Akteruzzaman	FA	BA	02/02/02
21	ADI	Md. Shawkat Hassan	FA	B.com	15/05/02
22	VPKA	Md. Shirajur Rahman	FA	B.com	16/03/02
23	VPKA	Md. Atiqur Rahman	FA	BSS	16/03/02
24	VPKA	Md. Habibur Rahman	FA	BSS	16/03/02
25	VPKA	Tapan Kumar Das	FA	BA	16/03/02
26	VPKA	Md. Ohiduzzaman	FA	MA	16/03/02
27	BUK	Md. Lutfor Rahman Khan	PC	Msc	01/04/02
28	VPKA	Mufazzal Hossain	PC	MSc	02/04/02
29	SARA	Moin Uddin Ahmed	PC	Bsc	10/04/02
30	Coast	Md. Nasim Jahangir	PC	Msc	09/06/02

Participants attended in Pabna = 30

PC-4 +FA-26

## Annex 2: Participant list (Continued)

Batch: 5 & 6

Venue: BRAC, TARC, Pabna

Date: 30 June-2 July 2002

Sl	Name of NGO	Name of Participants	Designation	Academic Qualification	Joining date in DSAP
1	OREDAR	Sarajit Kumar	PC	Msc	
2	OREDAR	Gopal chandra	FA	BA	
3	LDRO	Md. Motahar Hossain	FA	Bsc	
4	TMSS	Md. Alfaz Uddin	FA	BSS	
5	CIRUP	Md. Hafizur Rahman	FA	BSC	
6	SPP	Md. Iqbal Hussain	PC	Bsc	
7	SPP	Md. Shafiqul Islam	FA	Hsc	
8	SPP	Md. Asher Ali	FA	Hsc	
9	SPP	Md. Anisur Rahman	FA	Hsc	
10	FHD	ABM Shahidul Haque	PC	Bsc	
11	BAIC	Md. Shofiqul Islam	FA	BA	
12	TMSS	Md. Faruqul Hossain	FA	Bsc	
13	DJKS	Md. Shamsul Alam	FA	Mss	
14	ACD	Md. Alamgir	FA	BA	
15	BAIC	Md. Ebrahim	FA	MA	
16	ACD	K. Qader	FA	BA	
17	BAIC	Md. Nurul Islam	FA	Bcom	
18	LDRO	Md. Sarwarul Islam	FA	Bcom	
19	ACD	Md. Mastak Ahmed	FA	Bcom	
20	DJKS	Julfiqa Khanam	PC	Bsc	
21	TMSS	Tofiul Ahmed	PC	MBS	
22	ACD	Md. Sadar Uddin	FA	MBs	
23	ACD	Md. Motiur Rahman	FA	BA	
24	OREDAR	Md. Rafiqul Islam	FA	BSC	
25	ACD	Md. Ibrahim Alam	FA	MSc	
26	TMSS	AKM Raza Ahmed	FA	BSS	
27	CIRUP	Md. Azizul Islam	FA	BSS	
28	SPP	Md. Mirja Golam	FA	BSS	
29	TMSS	Md. Abdur Rahim	FA	Bsc	
30	OREDAR	Md. Akhter Hossain	FA	BSS	
31	DJKS	Md. Rajaul Karim	FA	BA	
32	DJKS	Md. Hasunal Imam	FA	BA	
33	SPP	Anisur Rahman	FA	BA	
34	SPP	Md. Abdul Ali	FA	Hsc	
35	OREDAR	Pabitra Kumar	FA	BSS	
36	OREDAR	M.A Samad	FA	BA	
37	CRED	Md. Abdus Salam	FA	BA	
38	DJKS	Md. Asaduzzaman	FA	MSS	
<b>Participants attended in Pabna= 38</b>			<b>PC-5 + FA-33</b>		

### Annex 3: Training course program

#### Reporting day

<b>Time</b>	<b>Program</b>	<b>Facilitators</b>
16:00 – 16:30	Reporting and registration of participants at training venue.	Research Assistants
16:30 – 16:50	Welcome address	Facilitator Team Field Coordinator Training Coordinator
16:50 – 17:00	Course orientation and general instructions	Hasan A. Chowdhury
17:00 – 17:30	Pre-evaluation of the training	Facilitators Team
17:30 – 18:00	Group work on the field experience on different issues related to DSAP implementation and their expectation from Follow-up training course	Different working groups
18:00 – 18:20	Presentation of the recommendations made by different working groups	Respective Group Leader
18:20 – 18:30	Distribution of the training materials	Research Assistants
18:30	End of the session and dinner	

### Annex 3: Training course program (Continued)

<b>Day-2</b>			
<b>Module-1: Extension and Training methodology for aquaculture technology transfer</b>			
<b>Sessions</b>	<b>Time</b>	<b>Content/subject of the sessions:</b>	<b>Facilitator</b>
Session-1	08:30 – 10:30	Modern concept of participatory extension methodology	Dr. Motiur Rahman /CBFM Senior Trainer/FTEP Extension Officer
	10:30 – 11:00	Break for tea	
Session-2	11:00 – 13:00	Training methodology for effective technology transfer	Hasan A. Chowdhury or Senior Trainer, FTEP/DoF
	12:30 – 14:00	Break for lunch and prayer	
Session-3	14:00 – 15:30	Training session Planning	Extension Officer or Senior Trainer, FTEP/DoF
	15:30 – 15:45	Short break for tea	
Session-4	15:45 – 17:15	Practical demonstration of farmers training session	Extension Officer
<b>Day-3</b>			
<b>Module-2: Monitoring and Evaluation procedure of DSAP</b>			
<b>Sessions</b>	<b>Time</b>	<b>Content/subject of the sessions:</b>	<b>Facilitator</b>
Session-5	08:30 – 10:30	A brief introduction to monitoring and evaluation	Extension Officer Hasan A. Chowdhury
	10:30 – 11:00	Break for tea	
Session-6	10:30 – 12:30	Presentation and exercise on the farmers pond book	Research Assistant/ Extension Officer
	12:30 – 14:00	Break for lunch and prayer	
<b>Module-3: Review Session on the technical issues and DSAP Strategy-2002-2005</b>			
Session-7	14:00 – 15:30	Review session on DSAP Strategy-2002-2005	Research Assistant/ Extension Officer
	15:30 – 15:45	Break for tea	
Session-8	15:45 – 17:30	Review session on technical issues	Hasan A. Chowdhury Extension Officers/RA
<b>Closing session</b>			
Session-9	19:00 – 19:45	Training feedback from participant	Participants
	19:45 – 20:00	Post-training evaluation	RA/EO
	20:00 – 20:15	Closing remarks from Facilitators	Facilitator Team
	20:15 – 20:20	End of the Training Program	Hasan A. Chowdhury
	20:20 – 21:00	Cultural Program	Participants
	21:00	Closing Dinner	

<b>Day-2</b>			
<b>Module-2: Monitoring and Evaluation procedure of DSAP</b>			
<b>Sessions:</b>	<b>Time</b>	<b>Content/subject of the sessions</b>	<b>Facilitator</b>
Session-1	08:30 – 10:30	A brief introduction to monitoring and evaluation	Extension Officer Hasan A. Chowdhury
	10:30 – 11:00	Break for tea	
Session-2	11:00 – 13:00	Presentation and exercise on the farmers pond book	Research Assistant/ Extension Officer
	13:00 – 14:00		
<b>Module-3: Review Session on the technical issues and DSAP Strategy-2002-2005</b>			
Session-3	14:00 – 15:30	Review session on DSAP Strategy-2002-2005	Research Assistant
	15:30 – 15:45	Break for tea	
Session-4	15:45 – 17:15	Review session on technical issues	Hasan A. Chowdhury Extension Officers/RA
<b>Day-3</b>			
<b>Module-1: Extension and Training methodology for aquaculture technology transfer</b>			
<b>Sessions:</b>	<b>Time</b>	<b>Content/subject of the sessions:</b>	<b>Facilitator</b>
Session-5	08:30 – 10:30	Modern concept of participatory extension methodology	Dr. Motiur Rahman / Extension Officer
	10:30 – 11:00	Break for tea	
Session-6	10:30 – 12:30	Training methodology for effective technology transfer	Hasan A. Chowdhury/ Extension Officer
	12:30 – 14:00	Break for lunch and prayer	
Session-7	14:00 – 15:30	Training session Planning	Hasan A. Chowdhury/ Senior Trainer, FTEP
	15:30 – 15:45	Short break for tea	
Session-8	15:45 – 17:30	Practical demonstration of farmers training session	Extension Officer
<b>Closing session:</b>			
Session-9	19:00 – 19:45	Training feedback from participant	Participants
	19:45 – 20:00	Post-training evaluation	RA/EO
	20:00 – 20:15	Closing remarks from Facilitators	Facilitators Team
	20:15 – 20:20	End of the Training Program	Hasan A. Chowdhury
	20:20 – 21:00	Cultural Program	Participants
	21:00	Closing Dinner	

## **Annex 4: Training course content**

### **Module-1: Extension and training methodology for aquaculture technology transfer**

#### **Objectives**

- i. To improve the knowledge and skills of NGO trainers about participatory extension and training methodology for effective technology transfer
- ii. To orient them with a practical demonstration of participatory farmers training session for motivation and technology adoption

#### **Expected output**

- i. After completion of the training, the capacity of the NGO trainers will be increased regarding modern approach and techniques of participatory extension and training methodology
- ii. They will be able to know how to conduct a effective and attractive farmers training session practically for aquaculture farmers group
- iii. This training will motivate and activate the NGO Trainers as well as aquaculture farmers group for successful technology demonstration and increase fish production.

Planned session under Module-1: 4 successive sessions will be conducted under this Module.

#### **Session-1: Modern concept of participatory extension methodology**

- Definition of extension and understanding of extension as a system
- Basic principle/concept of participatory extension method
- Usefulness/benefits of participatory extension methods
- Steps of participatory extension methods
- How we can apply the participatory extension approach in aquaculture
- Opportunity, limitation, assumption and side-effect of the extension system
- Practical exercise of a participatory extension methodology.

#### **Session-2: Training methodology for effective technology transfer**

Importance and benefits of training for motivation, change in attitude and skill  
Different types of training/teaching methods applicable for farmers training  
Difference between lecture and facilitation  
Training aims and objectives  
Target Group Profile (TGP) and Training Need Assessment (TNA)  
Steps involved in training, training cycle  
Quality and responsibilities of a good trainer



## **Annex 4: Training course content (Continued)**

### **Session-3: Training session planning**

What is the difference between training session and training program  
Component of a training session  
Training session planning  
Trainers check list and training aids required for conducting a training session  
Evaluation of trainees, trainers and training session

### **Session-4: Practical demonstration of a farmer training session by the participants**

Training subject, aims and objectives selection  
Selection of trainees and facilitators for role play  
Training session conduct by the participants  
Discussion/feedback on the training session conducted  
Evaluation of the training session by the FAs  
Comments of facilitators team

## **Module-2: Monitoring and evaluation procedure of DSAP**

### **Objectives**

- i. To oriented them about the monitoring and evaluation system of DSAP
- ii. To equipped them with the knowledge of monitoring tools and their effective utilization for data collection

### **Expected output**

- i. After the training on this module, the NGO field staffs would be able to know the recent methodology for monitoring and evaluation of aquaculture extension project
- ii. They will oriented about different monitoring and evaluation tools (Pond record books, data collection format etc.) of the DSAP
- iii. This training will increase the knowledge and efficiency of field staff regarding Management Information System (MIS) and improve the quality of research work

### **Planned session under Module-2:**

2 successive sessions will be conducted under this Module.

### **Session-1: A brief introduction to monitoring and evaluation**

What is monitoring and evaluation  
Basic difference between monitoring and evaluation  
Different types of monitoring and evaluation methods  
Monitoring tools and their effective utilization in MIS  
Presentation on the newly published Farmers Pond Record Book-2002  
Who will use this monitoring tools (Who filled the pond book? How?)

## **Annex 4: Training course content (Continued)**

**Session-2:** Open discussion and exercise on the content of farmer pond book by the participants

**Module-3: Review session on the experience, problem and issues of DSAP-2002**

### **Objectives**

- i. Review the technical issues related to IAA and DSAP Strategy presented to them in foundation training and reshuffle their knowledge
- ii. Share their experience regarding project implementation in last few months and identify the backstopping for smooth implementation of the DSAP
- iii. Encountered the suggestions of field staffs to assess future training needs under DSAP
- iv. Summarize the outcome of the group works

### **Expected output**

- i. After this session the knowledge of field staff on the technical issues and their idea regarding project implementation strategy will be reviewed and make it easy understandable to them;
- ii. The field problems could be identified and probable suggestions by the field staffs could be encountered through participatory discussions;
- iii. A participatory action plan can be developed through thread bone discussions and lessons learned from the past project implementation activities.

**Session-1:** Review session on the technical issues related to IAA

- Participatory review on the major technology packages (Pre-stocking, stocking and post-stocking management procedure)
- Open discussions on the technical issues and probable suggestions to overcome problems, if any
- Summarize the key points identify by the group work of FA/PC
- Comments/discussions by the facilitators team.

**Session-2:** Review session on the DSAP Strategy-2002-2005

- Participatory question-answer on important issues under DSAP Strategy
- Problems identified regarding farmers selection and group formation
- Explanation of the extension strategy and responds of the farmer
- Basic principles of service charges and its necessity for sustainability
- Secondary adopter farmer and spread over effect
- Problems and probable solutions about grant money utilization
- Farmers training and future training needs
- Future training need assessment for field staffs
- Problem, issues, learning and the ideas of FA/PCs for solutions
- Summarize the outcome of the session.

## **Annex 4: Training course content (Continued)**

### **Closing Session**

- Feed back from participants
- Closing remarks by facilitators team
- Training course evaluation
- Comments made by Project Leader/NGO Coordinator/Training Coordinator
- Cultural show/social gathering organized by participants

## **Annex 5: Summary of expectation as identified by the participant**

**(Summarized key points of the course expectation came out from different group works)**

### **A. M & E, Training and Extension methodology**

1. What is monitoring and evaluation ?
2. What are the basic difference between M & E ?
3. Different types of monitoring and evaluation procedure
4. Want to know how we could plan a effective training session ?
5. What are the qualities of a good facilitator/trainer ?
6. What is "Training Cycle" ?
7. What are TGP (Target Group Profile) and TNA (Training Need Assessment) ?
8. Want to know about different extension methodology
9. How we can effectively monitoring and evaluate the field activities under DSAP ?
10. Want to know about the reporting procedure of daily activities

### **B. Technical issues**

1. What are the probable causes for unsatisfactory fish growth in the pond and what are the precaution measures to overcome this problem ?
2. We expect more detailed discussions on post-stocking management of aquaculture
3. Want to know about the common fish diseases, their cause and prevention measure
4. Farmers those who already stocked undersized fingerlings, how they could overcome ?
5. Where cow dung application in pond is restricted for social factors, than what to do ?
6. If anybody applies over doses of lime or fertilizer, than may happen and how could solve ?
7. Want to know more details about rice-fish/shrimp culture in rice-field ecosystem
8. Other than lime application, what are the probable ways for removal of turbidity in red soil ?
9. Do all the fish eat Azolla ? what are the doses of fertilizer in Azolla-based aquaculture.
10. What are the doses of fertilizer for aquaculture.in Taro-field ?
11. Discuss detailed about Azolla based pond and rice-fish farming
12. What are the causes of "Red-scum" in the water surface of pond ? How to overcome this ?
13. Want to more details about pH
14. What is PG ? Want to know about the source, collection and uses of PG.
15. How to control the excessive small snail, snakes and frogs in the pond ?
16. How we could measure the growth rate of fish in pond ?

## **Annex 5: Summary of expectation as identified by the participant (Continued)**

### **B. Technical issues (Contd.)**

17. What to do if fishes swimming up the water surface. What are the positive and negative impacts when any medicine applied in this situation ?
18. What is the use of Potassium permanganate when fish is in the pond ?
19. If fish died due to excessive gases in the pond for decomposition, then which could be done first- horra operation or liming or both ?
20. If watercolor did not turned to greenish after fertilization, than what to do ?
21. How we could reduce the excessive fat of brood fish before breeding ?
22. What are the effective ways to control submerged vegetation in the pond ?
23. What are the effective procedures to transport shrimp fingerlings/PL/Brood ?
24. Want to know detailed about the nursery management techniques for fry/fingerling
25. What are the different identifying characters of mirror/common/lather carp ?
26. Do these common carp breed in the pond ? if so, how we could utilize this advantage ?
27. How we could identify the crossbreed and pure strain fingerlings of different species ?
28. What are the importances of different types of supplementary feed in aquaculture ?
29. Discuss about the supplementary feed for GIFT culture
30. In rice-fish farming, what is the alternative species of Grass carp and Rajpunti ?
31. What is the technology of Pungus-carp polyculture
32. Discuss about the Duck-cum-fish culture in pond