

# NARRATIVE REPORT

## PARTICIPATORY COMMUNITY LEADERSHIP DEVELOPMENT COURSE (PCLDC) 2020



21 NOVEMBER 2020 TO 29 NOVEMBER 2020  
LAHORE, PAKISTAN

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# CONTENTS

• Abbreviations	
• Acknowledgement	
• Introductions	
• PRE PCLDC 2020 ACTIVITIES; <ul style="list-style-type: none"> <li>○ Formation of PCLDC 2020 Organizing Committee</li> <li>○ Coordination meetings of PCLDC 2020 Facilitators</li> <li>○ Sharing &amp; Coordination with AHI Team</li> <li>○ Finalization of PCLDC 2020 Programme</li> <li>○ Selection process of PCLDC 2020 Participants</li> </ul>	
• Logistical arrangements	
• PCLDC 2020	
• Opening Ceremony <ul style="list-style-type: none"> <li>• Prayer &amp; Welcome</li> <li>• Introduction of participants, AHI/ILDC, AAS/PCLDC</li> <li>• Key note address</li> <li>• Comments by guest of honours</li> <li>• Pre test PCLDC 2020</li> <li>• Fears &amp; expectations, norm setting</li> <li>• Closing remarks</li> </ul>	<b>21/11/2020</b>
• Facilitation & Facilitation skills • Organizational presentation of participants • PCLDC content finalization • Formation of task groups	22/11/2020
• Self awareness & personality development • COVID 19 & Stress management	23/11/2020
• Community development process, Problem analysis, • Role of community development worker,	24/11/2020
• Leadership, concept, characteristics, leadership styles • Leadership skills; Communication skills, problem analysis, Team building	25/11/2020
• Global perspective of Development • MDGs, SDGs & situation of Pakistan • Right Based Approaches (RBA) • Peace building,	26/11/2020
• Community exposure	27/11/2020
• Report writing • Proposal writing • Cultural Night Program	28/11/2020
• Plan of Action, • PCLDC Post test • Evaluation • Closing Ceremony, • Tree plantation Campaign	29/11/2020
• Facilitator's Meeting	29/11/2020
• Annexure; <ul style="list-style-type: none"> <li>○ List of Participants PCLDC 2020</li> <li>○ Pre &amp; post test results</li> <li>○ PCLDC Evaluation Report</li> <li>○ Pictorial view</li> </ul>	

## ABBREVIATIONS

- AAS : Aids Awareness Society
- AIDS: Acquired Immunodeficiency Syndrome
- AHI: Asian Health Institute
- AHO: Active Help Organization
- CBO: Community Based Organization
- CEO: Chief Executive Officer
- CMT: Centre Management Team
- CRC: Child Right's Convention
- DRR: Disaster Risk Reduction
- FGDs: Focus Group Discussions
- HIV: Human Immunodeficiency Virus
- HMAP: Homeopathic Medical Association of Pakistan
- HR: Human Resources
- ILDC: International Course on Leadership for Community Health and Development
- ISYD: Institute for social and youth development
- LIFE: Local Initiative for Empowerment
- MDGs: Millennium Development Goals
- MEAL : Monitoring Evaluation And Learning
- NFE : Non Formal Education
- NFBE ; Non Formal Basic Education
- NOCs: No Objective Certificates
- NY: NICE (Noble Initiative for Community Empowerment) Youth
- PCLDC : Participatory Community Leadership Development Course
- PFRD: Phoenix Foundation for Research & Development
- RBA: Right based approaches
- PMS: Pak mission society
- POA: Plan of Actions
- RASTI: Research advocacy social training institute
- SDGs: Sustainable Development Goals
- SWOT: Strengths, Weakness, Opportunities, Threats
- TG: Transgender
- YIPA: Youth in positive action

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## ACKNOWLEDGEMENTS

The AAS Team, honorable Board and members of LIFE Alliance, at the successful completion of 7th PCLDC 2020, in Pakistan, in spite of COVID 19 fearful situation, whole heartedly acknowledge and appreciate the technical, moral and financial support of the Asian Health Institute (AHI), Japan, the honorable board members of AHI, the General Secretary, Ms. Kagumi Hayashi, and Ms. Kyoko Shimizu, the training staff at the Asia Health Institute (AHI), in charge of the international course, for their trust on PCLDC facilitators, organizing team and AAS Pakistan. With their encouragement, and support, the PCLDC is growing, and getting its roots strong in the soil of social sector, it has made its place in social sector due to its unique methodology and use of participatory approaches and tools.

We would like to offer our wholeheartedly thankfulness to the online participation of the honorable board member of AHI Narihito Tatsuta-San for his PCLDC 2020 opening speech, the general secretary AHI Kagumi Hayashi-San, for her speech at the closing ceremony of PCLDC 2020, the AHI staff Kyoko Shimizu-San, for sparing her time and online participation, observing the process and providing technical input in PCLDC 2020, and Naoko-San, Yuko-San, and Michi-San, for observing the proceedings of the PCLDC activities. It was very much encouraging for the organizing team and participants of PCLDC2020. The encouraging and appreciation words of the AHI Board member and the general secretary in his opening and closing ceremony for AAS, ILDC alumina and organizing team of PCLDC, are a precious asset for us and we feel it is a recognition of our efforts and commitment for the cause.

I would also like to take this opportunity to thank the AAS board members for their personal involvement and input to make this course impact oriented, the volunteers for their tireless efforts, interest, and strong commitment to the PCLDC, the facilitators, especially Mr. Mujahid Hussian (ILDC2016 Alumni), Mr. Zaheer (ILDC2019 Alumni), for their support and taking session on RBA, Mr. Hasham (PCLDC2018 Alumni) from RASTI Pakistan, Ms. Zubida Shamim, PCLDC and ILDC alumni, Kalsoom Akhtar (ILDC2016 Alumni), Mr. Iqbal sani (PCLDC2018 Alumni), Mr. Zohaib Dewan, (Alumni PCLDC 2018) ,Ms. Sajeela (PCLDC2019 Alumni) for their moral, technical and logistical support before, during and after the PCLDC 2020.

Furthermore, we would also like to thank Ms. Sehrish, Mr. Amer, Ms. Arooj Hector and Mr. Rehan Gill for the logistical and moral support for PCLDC 2020.

The special thanks go to Dr. Shantul Ramsha and Mr. Mujahid for their proving of online services as translator to the AHI Team.

We would also like to acknowledge the great contribution of Dr. Noor ul Zaman Rafiq, Chair persons PFRD, Dr. Altaf H.Tariq, Chairperson HMAP and founder of AAS, Dr. Haji Hanief, from Active Help Organization, for their moral, and technical support and sharing their personal experiences that provided an inspirational basis for the PCLDC2020.

Last but not the least; we are thankful to the management of Dar ul Kalam for providing a comfortable environment for PCLDC 2020

Hector Nihal,  
President,  
AAS

## INTRODUCTION

It is our honour to present the narrative report of the 7<sup>th</sup> Participatory Community Leadership Development Course (PCLDC) 2020, organized by AAS Pakistan in partnership with the Asian Health Institute (AHI), Japan, to present to our key stakeholders. PCLDC is an effort of AAS Pakistan and AHI Japan, to build the capacity of community development workers in Pakistan, and to promote participatory approaches/strategies and tools among community development workers with the objective to strengthen local community development leadership at grass root level in Pakistan.

This report is a reflection of the activities, proceedings, attitudes, behaviours, and efforts of participants, facilitators and the organizing team, in the accomplishment of the set objectives of PCLDC 2020. It also highlights the role of the participants as co facilitators, moderators and volunteers in different activities.

- **Key characteristics of the PCLDC 2020;**
  - ***PCLDC 2020 was organized in the fearful environment of COVID19***, a bold decision of the organizing team and kept all precautionary measures.
  - ***Online participation of AHI Team through zoom***, with their precious speeches at the opening and closing ceremony and observance of the proceedings of PCLDC 2020 by the staff of AHI, Japan.
  - ***Sense of ownership of PCLDC by LIFE Alliance***; The members of LIFE Alliance (The Alumni's of ILDC and PCLDC) by their volunteered services in the organizing of PCLDC 2020.
  - ***PCLDC 2020, was a platform*** where the participants explored and practiced their personal leadership qualities, abilities and skills by taking different roles, such as co-facilitators, management of different event, moderation of different sessions, preparation of their presentations etc.,
  - ***Daily Morning Prayer & personal reflection***, recap, feedback session, sharing personal learning and preparation of their presentations, provided the participants an opportunity to reflect on their personal, knowledge, attitudes and skills, to take decisions to improve them, modify them or change them.
  - ***Clear demonstration of interfaith harmony***, the participants from different faiths were living together, praying together, understanding, appreciating and accepting each other's religious, cultural and family values and allowing them to practice it as they want. It was a wonderful experience for all participants and organizers.
  - ***Daily presentation preparation, evening meetings of main facilitators and co facilitators was key element of PCLDC***, it was an excellent experience for the participants where they were able to learn about presentation preparation and performance skills, it provided the participants and facilitators to closely work together with each other, it increase the moral and confidence of the participants as the co facilitators. It was one of the main factor of confidence building and skill enhancement.
  - ***Daily Review Committee Meetings of core committee*** that was held after the training sessions in the evening, the committee was consisted on the next day session facilitators, moderators, the management team, and the representatives of the participants. It was an opportunity for the organizing team and facilitators to review the outcomes of the daily inputs and improves its gaps

- **PCLDC 2020 started** with an opening ceremony on 21 November 2020 at Dar-ul-Kalam 85-D Model Town Lahore, and ended on 29<sup>th</sup> November 2020, with the closing ceremony.
  - **The key philosophy of PCLDC 2020** was based on participatory approaches, methodologies and tools learned from ILDC, AHI, Japan
  - **POAs (Plan of Actions) were another key characteristic of the PCLDC**, Where participants developed their POAs, to utilize what they have learned, for their personal and professional life.
  - **Commitment of PCLDC 2020 Alumni, *plant one tree for our motherland,*** to join a campaign of NICE youth the leadership is an alumni of PCLDC 2019, a symbolic activity of tree plantation by AAS, NICE youth and PCLDC alumni and online participation of Kyoko-San from AHI Japan.
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## PRE PCLDC 2020 ACTIVITIES

The following activities were held in preparation of the PCLDC 2020, by the PCLDC Organizing team for the execution of PCLDC 2020.

- **Coordination with AHI Team**

The PCLDC coordinator coordinated with Kyoko-San, and shared with her the intention of organizing PCLDC 2020 in November 2020, by adopting the precautionary measures for the prevention of COVID19. With the consent of AHI the Organizing team decided to organize PCLDC 2020 in November 2020.

- **Formation of ORGANIZING COMMITTEE PCLDC 2020**

The following members offered their volunteer services to be part of the PCDLC 2020 organizing committee;

- Mr. Hector Nihal, Facilitator, Alumni ILDC 2013
- Mr. Mujahid, Facilitator, Alumni ILDC 2016
- Mr. Zaheer Abbas, Alumni PCLDC 2019, and ILDC 2019
- Ms.Sajeela Faiz, Alumni PCLDCC 2019
- Ms. Sehrish Logistical arrangements, AAS volunteer
- Ms. Dr. Shantul Ramsha, Logistical arrangement, AAS Volunteer
- Mr. Iqbal Sani, Alumni of PCLDC 2018
- Ms. Cynthia Javed, Alumni of PCLDC 2018
- Ms. Arooj Hector, Alumni of PCLDC 2019
- Mr. Zohaib, PCLDC Alumni 2018

- **PCLDC 2020 Organizing Committee Meeting**

Several organizing committee meetings were held at the AAS office to plan for PCDLC 2020. The following points was discussed in details and finalized;

- Venue for PCLDC 2020, Dar ul Kalam, 85 D, Block Model Town, Lahore
- Content of PCLDC 2020
- Invitation letter to the organizations and individuals,
- Stationary and Logistical requirements
- Roles and responsibilities of the organizing committee members and facilitators
- Identification and selection of co facilitators.
- Resource materials and handouts development.

- **Sharing of PCLDC Planning with Ms. Kyoko Shimizu, AHI Japan.**

- There was a coordination with Kyoko-San and shared with here the project proposal, and responded to her quarries about the plans and sustainability of the PCLDC program in Pakistan.
- The details of the PCLDC Planning and its program, and final list of the participants were shared with Ms. Kyoko Shimizu, AHI, Japan, for her technical input, feedback and comments.

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# PROCEEDINGS

PCLDC 2020

21 NOVEMBER 2020

- **Opening Ceremony:**

The PCLDC 2020, started with the opening ceremony session that was moderated by Mr. Zaheer Alumni ILDC 2019 and Ms. Sajeela, Alumni PLDC 2019. It was an example for the participants of PCLDC 2020, that PCLDC Alumni are part of the PCLDC, they are accepted, appreciated and invited to play their active role in the different activities of PCLDC as a member of LIFE Alliance, and alumni of PCLDC and ILDC. The presence of PCLDC & ILDC Alumni at the opening ceremony was a symbol to welcome the percipients of PCLDC 2020, as new family members of LIFE Alliance.

The following were the key highlights of opening ceremony of PCLDC 2020

- **Prayer:-**The PCLDC 2020, started with the recitation of Holy verses from Holy Quran by Mr. Zaheer and a prayer by Mr. Zohaib
- **Welcome:** Hector Nihal, Director, AAS Pakistan, and coordinator of PCLDC 2020, welcomed the honorable guests, honorable Narihito Tatsuta-San, Board member AHI, and Kyoko Shimzu-San on zoom, Alumni's of PCLDC & ILDC, participants of PCLDC2020, members of Life Alliance, on behalf of Asian Health Institute (AHI) Japan& AIDS Awareness Society (AAS), Pakistan, to be part of this historic event. AHI board member also welcomes all participants and appreciated their participation in spite of COVID19 situation.
- **Introduction of participants;** The facilitators invited the participants to introduce themselves by sharing their name, name of the organization and their role in their organization. Each participant one by one introduced themselves.
- **Official opening of PCLDC 2019 through candlelight vigil;** Hector Nihal, introduced the activity to the audience, that the first candle will be lighted by the founder of the AAS, from AAS to Hector, Mujahid, Zaheer Alumni of ILDC, moved to Iqbal, Sajeela and Shumila alumni of PCLDC and to the participants of PCLDC 2020. The light of the candle symbolizes the light of knowledge, that clears the clouds of darkness in the society, as well as its means that the flow of light starts from the AAS & AHI organizations, and it go through to the facilitators, and from facilitators to PCLDC/ILDC Alumni and from Alumni to the participants of PCLDC 2020 and from participants to their organization and community . It was a wonderful activity that was well perceived by the organizers and well received by the participants. It created the sense of acceptability as well as a sense of responsibility among the participants.
- **PCLDC 2020 Opening speech on Zoom by honourable Narihito Tatsuta San, board member of AHI Japan,** he appreciated the role of AAS and PCLDC organizing team for organizing this important event and their role in the enhancement of the capacity of community development workers. He also highlighted the role of AHI and its team in supporting the efforts of AHI ILDC alumina doing for the betterment of people in their countries.
- **Introduction of AAS, AHI, ILDC & PCLDC:** Hector Nihal o introduced the AAS, its key objectives, and areas of working. He shared his experience and learning from ILDC, its importance, its impact on his personal life and organizational growth, and the seed of PCLDC, and how it has grown up in the soil of Pakistan, with the efforts of PCLDC organizing team. He also shared the story of Hiroshima, how it was horrifying and its



restoration by the people of Japan and working for peace. Mr. Mujahid and Mr. Zaheer Abbas also shared their experience of ILDC and PCLDC and how they have utilized their learning in their life.

- **Introduction of AHI and ILDC; Kyoko-San**, in her presentation, **people to people learning**, and transfer of knowledge of ILDC is growing in Asian countries. She shared how Hector Nihal participated in ILDC and initiated the PCLDC, and how it is growing in addressing the needs of community development through people to people learning approach. She also shared the purpose, key objectives, the role of AHI, as well as the dream of the founder of AHI Dr. Khawara, the empowerment of community development workers in Asian countries to save the lives of people at grass root level. She explained the strategy and purpose of ILDC and the role of ILDC alumni. She also appreciated the efforts of AAS, the PCLDC organizing team and shared how much PCLDC program is acknowledged and appreciated by the AHI and its team and interest of other Asian countries in PCLDC Pakistan.
- **Comments of Chief Guest of honours:** -
  - **Dr. Altaf H. Tariq**, founder of AAS Pakistan, and Chairperson of HMAP, appreciated the efforts of AAS and AHI for offering such a wonderful training to the community development workers in Pakistan, he also thanked the board member of AHI and kyoko-San for supporting PCLDC program in Pakistan. He also suggested to support Plan of Actions and small initiatives of PCLDC alumina in their communities.
  - **Dr. Kalsoom Akthar**; Vice chair of CCM Pakistan, and Alumni of ILDC, shared her experience of ILDC Japan, and motivated the participants to become agents of social change in the society. She said that PCLDC is a way to ILDC, so you have a good chance, each one should avail this opportunity. She appreciated to role of AAS & AHI that is providing this golden opportunity to the people in Pakistan.
- **Norm setting**; with the consensus of the participants the moderator made the rules and regulation for the PCLDC 2020, for active participation and positive learning environment of the training.
- **Pre test PCLDC 2020**: Mr. Mujahid facilitated the process and shared with participants a Pre Test Form with key questions related to PCLDC topics to assess the knowledge level of the participants.
- **Steering Committee Meeting**: Hector Nihal, Mujahid Hussain, Sehrish, Hasham, Sajeela, Dr. Shantul Ramsha and Kyoko san on Zoom, had the meeting and discussed the overall situation of the proceedings of the first day. The members of the committee appreciated the role of the moderators, and management team for their wonderful performance. The program of the next day was reviewed; roles and responsibilities of management team and moderators were shared and decided.



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## 22 NOVEMBER 2020

- **Prayer:** The prayer session was lead by Mr.Abubakar and Ms. Maryem, it was based on to thank God for taking care of the whole night and providing the opportunity of learning and growth through participating in PCLDC.
- **Recap:** This session lead by Hasham and Sajeela starting with the short name chain activity; they asked the participants to share main activities of the previous day. The following key points were shared by the participants;
  - PCLDC opening ceremony
  - Candlelight sharing among the participants, as a symbol of transformation of knowledge and learning
  - Online participating of AHI Team
  - Introduction and history of PCLDC, AHI and ILDC
  - Different speakers shared about the methodology and importance of PCLDC for young people
  - Experience sharing by the alumni of PCLDC and ILDC, which was very interesting encouraging and inspiring.
- **Session # 1 Topic; Facilitation and Facilitation skills**
- **Facilitator:** Hector and Sajeela
- **Learning objectives:** To understand the concepts, process, and skills of facilitation to be used in their sessions.
- **Activity:** Three groups were made and assign them different task one group asked to write down the definition of facilitator, 2nd group the skills of facilitator and 3rd group the roles of facilitator. After the group work all groups gave their presentation and clarified the questions of the participants.  
Then the facilitator explained about key components of facilitation and skills of a good facilitator. He also role of the participants as a co facilitator, by slide presentation and responded to the questions and clarifications of the participants.
- **Session #2 : Organizational Presentation.**
- **Facilitator;** Mr. Mujahid Hussian
- **Learning objective:** The participants become aware about the programs of other organization and learn from one and other.
- **Proceedings:-** The facilitator shared the purpose of organizational presentation by the participants and gave a framework of presentation. The following points were asked by the facilitator to present it in their presentation;
  - Vision mission and key objectives of the organization
  - Key programs or activities of the organization
  - Role of the participants in their organization.
 After the preparation of the presentation the following organizational presentation was presented by the participants;

s. #	Organiza tion	Presente r	Vision	Mission	Key program	Role in the Org
1	Mem	Abubakar		We are trying to build a network of helpers in our society through which we can	Meem Smile Charities Meem edifying the specials	Program coordinat or

				contribute in eradicating social issues and build a better environment.	Meem dastar khuwan Meem Volunteer Force	
2	Institute for social and youth development (ISYD) organization	Zain	A strong representation and participation of youth in championing social, political and economic development	The mission of ISYD is to be the continental umbrella organization for youth, providing a platform for youth-led programs, a forum for dialogue, and a network of current and future leaders.	Theatre Performances on different thematic areas o Annual Interactive Youth Forum o Annual Youth Champions' Workshop	Head of National Youth Network
3	Active Help Organization (AHO)	Moiz	Healthy, Peaceful and Dignified Communities	To improve the quality of life of women and marginalized people without discrimination through Human Rights.	HIV & AIDS and TB prevention	Youth coordinator
4	City Institute:	Rabia & Sadia	Education for all	Provision of quality and low cost education	Formal and non formal education	Teachers
5	NICE Youth		Empowered, skilled Youth for Healthy and Prosperous society	To empower the youth of our society to become agents of social change, by challenging the discriminative structure of the society and be a mean of healthy and prosperous society.	Embroidery & stitching centre Climate change, tree plantation	Executive committee members
6	Caritas Multan	Nayab & Sehrish				Teachers
7	RASTI Chakwal:	Zara				Intern
8	Literacy Department, Chackwal	Nagina	Education is right of every one.	Educated society where very one can at least read and write	Non formal literacy program	Teacher
9	Anmol Federation	Mussarat & Memona	Socio economic and political empowerment of marginalized rural women	To improve the lives of rural poor women through Self Help Approach (SHA), by socio economic and political empowerment.	Saving & small business Women rights	President & General secretary
10	COPE	Mayriam	All people have equal rights	Protection of women's rights at grass root level	Awareness about women's rights	Women Wing Coordinator
11	Nau Umeed:	Kinza & Noaman	Empowerment of marginalized communities	Facilitate women and young people are grass root level for their basic rights	Adult literacy Small loans Health & hygiene	Youth volunteer
12	AAS:	Arooj	A healthy,	Improving the quality	Awareness	Youth

	Hector	prosperous, caring society where all people can live with respect and dignity	of life by bringing behavioral change among people through education and awareness with special focus on health	about HIV& AIDS & SRHR Capacity building program	Coordinator
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At the end participants became aware about the activities of other organization and got the opportunity to discuss with each other about their activities and programs.

- **Session # 3.** Finalization of PCDLC 2020 Objectives and Content by participants
- **Facilitators:** Hector Nihal
- **Learning objective:** To develop a PCLDC 2020 content with consensus using participatory tools based on the participants learning needs.
- **Proceedings:** The facilitator divided the participants into 3 small groups and asked, make the your learning objectives and content of PCLDC 2020, based on your learning needs. The following was the outcome of the group workshop;
  - **Learning Objectives of PCLDC 2020;**
    - To develop basic understanding of community development process, role of community development worker and enhance our leadership skills
  - **Finalized the content with roles and responsibilities;** The following content and roles and responsibilities were decided;

Sr. no	Topics	Co. Facilitator	Main facilitator	Dates
1	Opening Ceremony	Sajeela & Zaheer	Hector	21/11/2020
2	<ul style="list-style-type: none"> <li>• Facilitation &amp; Facilitation skills</li> <li>• Organizational presentation</li> <li>• Content finalization</li> <li>• Group formation</li> </ul>		Hector/Mujahid	22/11/2020
3	Self awareness & personality development	Kinza and Sajeela	Hector	23/11/2020
4	COVID 19 & Stress management	Dr. Shantul Ramsha	Mujahid/Hector	23/11/2020
5	Community development process, problem analysis, role of community development worker,	Moiz, Tayyaba, Musarat	Hector & Mujahid	24/11/2020
4	Leadership, concept, characteristics, leadership styles Leadership skills, Communication skills, problem analysis, Team building	Noman, Afshan, Musarat, Anila,	Hector	25/11/2020
5	Global perspective of Development	Zain/ Sajeela	Hector	26/11/2020
6	MDGs, SDGs & situation of Pakistan	Dr. Shantul Ramsha Abubakar	Hector	26/11/2020
7	RBA	Hasham	Zaheer	26/11/2020
8	Peace building,	Sehrish, Kinza	Hector	26/11/2020
9	Community exposure	Iqbal, Arif,	Hector	
10	Report writing	Sajeela, Zaheer	Hector	28/11/2020
10	Proposal writing	Abubakar,Zain, Zahra,Sajeela	Hector	28/11/2020
	Cultural Night Program	Sajeela, Maryiam		28/11/2020
11	Plan of Action, Evaluation and Closing	Zaira, Sajeela	Hector	29/11/2020

	Ceremony, Tree plantation Campaign			
12	Facilitator's Meeting	Hector, Mujahid, Hashan, Dr. Shantul Ramsha, Sajeela, Sehrish	Kyoko-san	29/11/2020

- **Session #04; Working group formation:**
- **Facilitator:** Mr. Mujahid Hussian
- **Learning Objective:** To provide an opportunity to participants to explore their management skills
- **Proceedings:** The facilitator described the purpose of different groups and roles of responsible persons and asked the participants to volunteer themselves for these routine tasks and it will be rotated accordingly. The following groups were formed.

Sr. #	Groups	Responsibilities
1	Prayer	To organize a interfaith prayer session of 15 minutes daily in the morning during the PCLDC
2	Recap & feedback	To the revise the previous day session by highlighting the main points and at the end of each day get feedback from participants about their key learning's, and suggestions
3	Moderators	Their main responsibility is to support the facilitator and manage the daily schedule according to the plan.
4	Food & refreshment	Their main responsibility is support management team in food and refresh menu
5	Hall setting	To provide the comfortable environment to the participants in the training hall

- **Feedback;** The moderators asked the participants to gave their feedback about the learning and proceeding of the sessions. The following points were highlighted;
  - Concepts of facilitator and its role became clear, it was very good
  - Content finalization process was very good and interesting, never seen it before
  - Came to know the work of other organizations, and surprised to see that lot of people are working for the betterment of people.
- **Steering Committee Meeting:**

The members of organizing committee, facilitators and facilitator and moderators of the next day participated in the meeting, Kyoko san joined on Zoom. The following points were discussed and decided;

  - Positive points of the day; The participants appreciated the proceeding of the day as very good.
  - Area of improvement for facilitators and organizing team; no area of improvement was identified
  - Next day planning, topics, role of main and co facilitators; The topics were finalized and roles of the facilitators and co facilitators were defined and tasks were assigned among themselves.
  - Timetable for the day was developed and assigned to the moderators to make a chart of it and display it.

Meeting ended with vote of thanks.

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## 23RD NOVEMBER 2020

- **Prayer;** The prayer was lead by Anila and Kinza. They asked the participants to sit in a circle and they sang a religious song. Then Kinza, did the Christian short prayer , and Anila recite the versus from the holy Quran.
- **Recap;** The recap session was facilitated by Musarat and Zara asked to share the important activities and learning of previous day. The following points were highlighted;
  - facilitator their roles and responsibilities
  - skills of facilitator
  - content finalization
  - formation of groups
  - Participatory approach of all participants was good.
- **Topic:-** Self-awareness& personality development
- **Facilitators:** Mr. Hector Nihal, Kinza,Sajeela,
- **Learning objective for the participants:** To facilitate the participants to identify their strength, weakness and plan for their future.
- **Proceedings:** Ms. Kinza introduced the team, topic and its key components of the presentation and shared the learning objectives of the session. Ms. Kinza with the help of brainstorming and group work asked the participants to make definition of self awareness then all participants present in group.

Mr. Hector Nihal, with the help of different group dynamic exercise, helped the participants in know and understand themselves as well as indentify their strengths and grey areas, and make a plan to improve it. He used the following group dynamic exercise;

**Flash back;** He asked the participants to make a circle, close their eyes, and silently listen and reflect what the facilitator will lead you. The facilitator started with their grandparents, parents, relatives, school life, college life, and professional life, asked them to think about the positive feeling, positive support as well as negative feelings and different hindrances they received and felt from different people in their life. The participants realized that within 15 to 29 minutes they have watched a film of their whole life, they felt it was a good exercise, that has provided them an opportunity to see themselves growing at different stages of their life, it has provided them the opportunity to thank those people who have supported them in their life, they realized the positive and negative role of different people in their life.
- **SWOT Analysis:** The participants were asked to describe the abbreviation of SWOT  
The following was described;
  - S: Strengths
  - W: Weakness
  - O: Opportunities
  - T:Threats;

Then the facilitator asked the participants to make a square on the paper sheet and identify their personal strengths, weakness, opportunities and threats, and reflect on this sheet, and identify what 3 strengths they want to develop or increase, what three weakness they want to decrease or remove, what 3 opportunity they think they can avail in next three years and what threats they are facing they can reduce. The facilitator also helped to participants to make an analysis and develop their personality development plans.
- **Activity:** The activity was led by Ms. Sehrish in this activity different colour sheet was distributed to the participants and asked them to draw anything which represent your name

and personality without mentioning their name after that sheets were collected and show to all participants and they will guess the name of the participant and their personality from drawing.

- **Johari Window;** The session was facilitated Hector Nihal. He explains on white board and through power point presentation the purpose and uses of Johari Window, and described its four squares. It was a new learning for the participants that helped them to know different aspects of their personality.
- **Goal Setting:** This session was facilitated by Hector Nihal. He explained about what is goal setting and showed a short video clip to the participants, in the video it explain that how we could make a goal for our future and what is goal setting and then asked the participants to set their own goal, and how they would like to achieve them.
- **COVID-19:** this session was facilitated by Dr. Dr. Shantul Ramsha. She explained about what is COVID -19, its transmission, symptoms and precautionary measures. A booklet and brochure about COVID19 was also distributed among the participants, so that everyone could have better understanding about COVID 19 pandemic.

- **Stress Management:**

This topic was facilitated by Dr. Dr. Shantul Ramsha and Mr. Mujahid, so that all the participants should know about the definition of stress how to manage the stress during this stress full situation. This topic was explained through power point presentation. And a activity was performed by the participants to write their stress on a paper and a balloon given to each participants asked them to blow the bloom and put that paper in the bloom and tie with feet and then burst the balloon and put in the dustbin this shows that to put the stress and fears and threats in the dustbin, and they were fired as a symbolic, that the stress, fear, threats are became the ashes.



- **Feedback:**

The session was facilitated by Musarat and Zara. They distributed sticky notes paper slips among the participants, and asked them to write the learning of the day, and then share it in a large group.

The following points were shared by the participants.

- Reflected on my personal life, and remembered all those people who have played very important role in my life.
- The personal reflection exercise was a wonderful experience.
- First time in my life, I was able to realize the importance of different people in my life, I felt very good.
- It was a very good experience.
- I realized what are my strengths and area of improvement
- I learned about techniques of future goal setting and I set my life goal.
- SWOT Analysis is a very good tool for personal future planning
- Learn about COVID-19 and precautionary measures
- Known about how to manage our stress

- Johari window increase my knowledge about my personality
- All the session was very interesting and informative.
- **Staring Committee Meeting;** The following points were discussed and decided by the members of staring committee;
  - **Positive points;**
    - The active participations of the participants in different activities.
    - The facilitation methodology was very good, it involved all the participants. The co facilitator were confident, and supportive for the participants
    - The flash back exercise was excellent; we were able to see our personal whole life movie within 15 minutes.
    - Organizational presentation session was very good, it helped the participants to develop deeper understanding among each other, it also gave the confidence to the participants.
  - **Grey areas;**
    - Time management was not according to time scheduled
    - Some participants were hesitant to take part in the activities and share their point of view
  - **Next day Planning;**

The facilitators shared the next day session planning with the moderators of the day, and co facilitators. The daily schedule was prepared and pasted on the wall.

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24 NOVEMBER 2020



- **Prayer;** The prayer session was lead by Ms. Nagina recited the Holy verses from the Holy Quran and Ms. Sehrish had the Christian prayer. The participants silently reflected on these verses for few minutes.
- **Recap:** The session was lead by Mr. Moiz and Ms. Nayab. They asked the participants to share the key points of the previous day proceedings. The following points were shared by the participants;
  - Self awareness session and opportunity for personal life reflection
  - SWOT analysis, identified our strengths, weakness, opportunities and threats
  - Johari Window, a self analysis tool,
  - Goal setting techniques, opportunity to set personal life goals
  - COVID-19 & stress management
- **Topic:-** Community Development
- **Facilitator:** Moiz, Tayabba, Hector & Mujahid
- **Learning Objective:** The participants will understand the concept of community development, know the steps and process of community development, use of community development approaches and tools by community development workers.
- **Proceedings:-** Moiz introduced the team for the topic, and shared the learning objective of the session. He described the process and content of the session and role of each team member. With the brainstorming exercise and asked the question what is community development and with the help of participants defined, ***community is a social unit with commonality such as religion, values, custom and identity and describe that community development is a process where people come together to take action on what is important to them.***
- **What is Community Development Process:**  
The facilitator divided the participants into three groups, group A, working as village community and group B, as gypsy community, group C as brick kiln community. The co facilitators played the role of community development worker in each group, where as each group was facilitated by Mr. Mujahid and Mr. Hector. Each group was asked to follow the following steps;
  - **Step 1: Community mapping;** Draw a map of three different communities such as the village, gypsy and brick kiln community;  
All the three groups draw a map of village, gypsy and brick kiln community on a white paper sheet. Then facilitator asked them to define a community, the group definition was shared by the group leaders. This process helped to understand the community such as; its nature, key characteristics and its physical infrastructure.
  - **Step 2: Coordination and identification of potential leaders and members.** The community development worker was asked to identity five potential community leaders from the community, as community leaders or community contact persons. All groups identified their community leaders based on their better understanding of the community.
  - **Step 3: Situational Analysis or need assessment/ Problem identification of the community.** The community development worker facilitated the process in each group, and made a list of local community problems such as water, electricity, transportation, no proper streets, health hygiene and lack of educational facilities etc.,
  - **Step 4:Problem prioritization;** All the participants of these three communities were facilitated by community development worker to prioritize their problem list, focusing on the importance of the problem. Each group identify the 3 major problem of their community

- **Step 5: Problem Analysis:** The facilitator introduced the “But Why Tool” to each group and asked them to analyze their selected problem by using the “But and Why”, tool. Each group was supported by the facilitators to identify the root causes of the main problem. It was a very interesting exercise for the participants, because it helped them to identify the root causes of the problem as well as learn a new tool of problem analysis the “But Why”. Each group identified the root cause of their problem.
- **Step 6: Looking for possible solution of the problem;** By looking at the root causes identified by the participants, the facilitator asked the participants to find out a solution of this problem. After a small group work they suggested to form a local Community Based Organization (CBO), in their community which is responsible to address their community needs and problems.
- **Step 7: Formation and strengthening of Community Based Organization (CBO);** Then they asked them to select five most active members of their community for the formation of a CBO, and make their vision, mission and goal of their organization and then prepare a profile of their community such as, total population, number of families, children, source of income, schools, hospitals, and religious institutions.
- **Step 8: Networking / Advocacy;** This was explained through the help of activity performed in a ground, different stakeholders names were written on small paper and asked them to tie on their neck, so that everyone can see and give them ribbon so that they throw the ribbon to that stakeholder which they think that will help them to solve this problem, from this activity they realize that if we involve all stakeholders, with their help they can solve their problem.
- **Step 9:- Community development Center;** Each group critically analyzed and solve their problem by making a center they thought that from establishing this center in the community their problems will be decreased.
- **Role of Community Development Worker;** Then the facilitator asked the participants to review and analyze the role of community development worker who were involved with them throughout in this process;  
The following points were discussed;
  - Qualities and Characteristics of the community development worker
  - Skill, Knowledge and attitude is required for a community development worker
  - Role of community development at his/her organization and in the community.

The session was summarized by the facilitator by highlighting the main points of the session, and the learning’s of the participants. The participants felt that in this session they got the opportunity to learn the community development process from step one to the end, and it was very interesting
- **Feedback:** The session was facilitated by Mr. Moiz and Ms.Nayab. They distributed sticky note slips among the participants and asked them to write the key learning of the day and any suggestions for the facilitators. The following were the key learning shared by the participants;
  - The concept of community development was clear, such as community development is a process that empowers the local people to address their problems using local and external resources.
  - Understood the process and different steps of community development, with logical sequences.
  - Learned how to use problem analysis tool, “But Why”, to find the root causes of the problem.
  - The role of community development worker and characteristic of a good community development worker,

- Learned CBO formation process and how to solve any problem in the community.
- **Staring Committee Meeting:-** The staring committee meeting was held to review the daily performance and plan for the next day activities. The logistics management team, main facilitators, co facilitators and moderators of the next day participated in the meeting. The following points were discussed;
  - **Positive points;** It is a different experience, learning by doing is a very good methodology,
  - The co facilitators were very active and supportive,
  - The mapping and but why exercises were very good, in a short period of time the whole process of community development was discussed and done by the participants
  - The level of participations and confidences is being increased among the participants,
- **Area of improvement;**
  - There should be sweets with tea
- **Next day planning;** The next day schedule was jointly developed with the support of main and co facilitators, and moderators were asked to follow the daily schedule.

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25<sup>TH</sup> NOVEMBER 2020

- **Prayer:-** The prayer session was done by Mr.Abubakar recited the Holy verses from the Holy Quran and Ms.Taybba did the short prayer.
- **Recap;-** The recap session was facilitated by Ms. Maryem and Ms.Sehrish. They asked the participants to share the important activities of the previous day. The following are some of the key points shared by the participants;
  - Definition of community and community development
  - Steps of community development process
  - Role of the community development worker
  - BUT WHY tool and identify the root cause of a problem
  - problem analysis and problem solving
- **Topic:** leader, Leadership & leadership skills
- **Facilitators:** Nouman, Afshan, Musarat, Anila, Hector & Mujahid
- **Learning Objective:** participants will be able to understand the concept of leadership their qualities, roles and responsibilities of leader and know about leadership styles, they will explore experiences and improve their leadership skills.
- **Proceedings:** Mr. Nouman introduced the team, topic, its content and learning objective of the session. The following topics were highlighted;
  - Definition of a leader
  - Qualities of a good leader
  - Leadership skills
  - Team building
  - Communication Model and communication skills
- **Definition of a leader:** The facilitator Norman explains the definition of leadership that it is a process of social influence in which a person can enlist the aid and support of others in the accomplishment of a common goal.
- **Qualities of a Good Leader;** a small drama activity was performed by the participant which show the qualities of good and bad leader.
- **Leadership styles;** The facilitator divided the group into 4 groups and asked them to discuss the leadership styles in group and then present in large group.
  - **Democratic style of leadership;**
    - He has a participatory approach,
    - Consult with his/her team
    - Decisions are made through consensus
  - **Dictatorship style of leadership**
    - Top to bottom approach
    - Most of the time decision are made by one person
    - No consultative process in decision making
    - Authority is with one person or leader
- **Skills of a Leader;** Through brain storming exercise facilitator asked the participants to describe the skills of a leader. The following most important skills were identified;
  - Communication skills
  - Problem solving skills
  - Planning skills
  - Management skills
  - Negotiation skills
- **Communication model;** Communication model was explained with the help of activity performed by the participants. 4 participants performed this activity in this participant play the role of sender, message, channel, receiver, and explained the role of each

component. The participants realized that each component of communication model is very important, without it the communication process is not completed.

- **Types of Communication;** with the help of role play, and brainstorming exercise the following types of communication were identified;
  - Verbal Communication; speaking, talking,
  - Non verbal communication: written, symbols, gestures, posture, signs, expression
- **Communication Skills:** 4 basic communication skills were explained to the participants such as, listening, writing, speaking and reading.  
This was performed through activity facilitator Hector asked the participants to score their listening writing speaking and reading skills from 10 to 1, and after that asked them to one by one to speak loud to improve their speaking skills and for writing asked to write something on page, for reading asked them to read in front of all participants and listen carefully and after doing this exercise again mark their score so that they will see their improvement in their skills after doing this exercise.
- **Communication barriers:** With the help of whisperings exercise, the facilitator Mujahid highlighted the different barriers in communication. He asked the one volunteer and gave him message to communicate it in the ears of another person and then see if the last person has received the same message. At the end of the exercise participants found that the message was different from original message.
- **Feedback;** The recap session was facilitated by Ms. Maryem and Ms. Sehrish. They wrote topic names of today's session on the chart and asked them to share one point each from the topic that what you have learned from each today's topic. The following points were written and shared;
  - Characteristics of a good leader as he should be honest, bold and take initiatives
  - Skill of a good leader such as decisions making, problem solving, communication skills exercise helped to improve our skill of speaking listening reading writing.
  - Understanding the topics through activities is a very good tool for better understanding
  - Models of communication
  - Communication barrier
- **Staring Committee Meeting:** - The staring committee meeting was held to review the daily performance and plan for the next day activities. The logistics management team, main facilitators, co facilitators and moderators of the next day participated in the meeting. The following points were discussed;
  - **Positive points;**
    - The co facilitators were confident, and responsible, they prepared their presentation and presented well.
    - Lot of learning's
    - Coordination among participants is increasing
  - **Area of improvement;**
    - Time was not managed due to sui gas load shedding and delay in lunch and tea
  - **Next day planning;**
    - The next day schedule was jointly developed with the support of main and co facilitators and moderators were asked to follow the daily schedule.

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- **Prayer:** The prayer session was lead by Zara and Nouman. The Holy verses were recited from the Holy Quran by Zara and Nouman asked all the members to pray for a member sitting with you and then that person pray for the next person so that each person does a short prayer for the next participant sitting with them.
- **Recap:-** The session was facilitated by Zain and Kinza.They asked the participants to share the previous day learning. The following points were highlighted.
  - Learned about the qualities of a good leader
  - Different styles of a good leader
  - Skills of a leader
  - Communication model
  - Communication barrier
  - Different communication skills
- **Topic: Globalization & Global perspective of development**
- **Facilitator:** Zain, Sajeela and Hector
- **Learning Objective:** At the end of the session participants will be able to understand the concept, historical perspective development and globalization and its impacts on the lives of people.
- **Proceedings:** The facilitators shared the learning objective of the session, introduced the topics and its sub topics. The session started with the definition of development. The facilitators divided the participants in small groups and asked them make a definition of development. After the group presentation the following points were highlighted;
  - **Development is a process** of the quality of all human lives with three equally important aspects:
    - Rising people living levels
    - Creating conditions conducive to the growth of people
    - Increasing people freedom to choose.
  - **Global perspective of development;** The facilitator divided the participants into three groups and asked them to draw a poster and portrait the picture of three types of countries;
    - Group 1: Poster of underdeveloped country,
    - Group 2; Poster of developing country ,
    - Group 3; Poster of developed country.

All the groups made and presented very interesting posters; through these posters the facilitator helped the participants to understand the global perspective of development and role of different stakeholders such as IMF, WTO, UN organizations etc.
  - **What is Globalization;** - With the help of brainstorming exercise, the facilitator asked the participants what is their understanding of globalization and then presented the definition of globalization is a process by which businesses or other organizations develop international influence or start operating on an international scale. It has three main aspects, economical, political and socio cultural. For the understanding of the concept globalization, the facilitator divided the participants into 3 different groups, and each group represented as one country, and they were asked to discuss and note what resources they can get from other countries and what they can give to the other countries. The group shared the following points;
    - Technology,
    - Trade
    - Education
    - Tourism
  - **Impacts of globalization;** The facilitator divided the participants into 3 groups and asked Group1, to discuss and present advantages of globalization, Group 2, negative

effects globalization, Group 3, impact of globalization in future generation. All the group had very good discussion, the following points were shared;

- **Group 1: Advantages of globalization**
  - We can import and export trade
  - Promoting interfaith harmony
  - International sports and games
  - jobs and working opportunities
- **Group 2 : Negative points of globalization**
  - Globalization allows the world to know about our weaknesses
  - Spread of pandemic/medical casualties from one place to another
  - Globalization distorts our national language, culture, tradition, and true sense of nationalism.
  - Business industry somehow makes negative impact by globalization that our local people cannot enjoy the quality which is being produced by them they export to other countries.
  - Inflation, rich becoming rich and poor becoming poor
- **Group 3: Future aspects of globalization**
  - In future the famous dishes of food that are made in Lahore can easily will be downloaded through internet in other countries and they will also enjoy the famous dishes of Lahore through just one click from internet
  - In future there will be anywhere door like shown in Doremon cartoon
  - In future Pakistan will become a well developed country then it will give funds to other countries
  - Electric car will be available in every country with low price, so pollution will be reduced
  - Peaceful environment will be in future
  - In future translator will be available during phone call so that language barrier will be removed one country native language will automatically be translated to other country native language.

- **TOPIC:** Sustainable Development: SDGs & MDGs
- **Facilitator:** Dr. Shantul Ramsha, Abubakar and Mujahid
- **Learning objective:** Participants will be able to know about the concept of sustainable development, SDGs and MDGs and the current situation in Pakistan.
- **Proceedings:** With the help of brainstorming exercise, the facilitator highlighted the key points of sustainable development and then presented the definition of sustainable development with the participants that ***'sustainable development is a development that meets the needs of the present without compromising the ability of future generations to meet their own needs'***.

The MDGs and SDGs were explained first by brainstorming exercise and define the terminologies of MDGs and SDGs as following;

- MDGs: Millennium Development Goals
- SDGs: Sustainable Development Goals

Then the facilitator briefly described the historical perspective of MDGs and SDGs and its purpose. They also shared the experience of different countries in the execution of MDGs. It was said that UN agreed on 8 MDGs in 2000 to address the most important issues of mankind, and in 2015 reflecting of the MDGs progress the World leadership agreed on the 17 SDGs, that reflect the major and important development issues of mankind. A short video clip was shown to the participants that video explained the implications of different MDGs.

Then they gave play card of each MDG to the participants and asked them to share, what they have understood about this MDG after seeing this video.

Then again a short video clip of SDGs was shown to the participants and then again gave them a play card of different SDGs and asked them to explain what they think about this SDG, what steps they could take to contribute in the accomplishment of this SDGs, how the goal will be achieved and how it is linked to your present work. Each participant shared their point of view and responded to the comments of the participants and facilitators.

MDGs	SDGs
<ol style="list-style-type: none"> <li>1. Eradicate Extreme Poverty and Hunger</li> <li>2. Achieve Universal Primary Education</li> <li>3. Promote Gender Equality and Empower Women</li> <li>4. Reduce Child Mortality</li> <li>5. Improve Maternal Health</li> <li>6. Combat HIV &amp; AIDS, Malaria and Other Diseases</li> <li>7. Ensure Environmental Sustainability</li> <li>8. Global Partnership for Development</li> </ol>	<ol style="list-style-type: none"> <li>1. No poverty</li> <li>2. Zero hunger</li> <li>3. Good health and well being</li> <li>4. Quality education</li> <li>5. Gender equality</li> <li>6. Clean water &amp; sanitation</li> <li>7. Affordable and clean energy</li> <li>8. Decent work and economic growth</li> <li>9. Industry innovation and infrastructure</li> <li>10. Reduce E-equality</li> <li>11. Sustainable cities and communities</li> <li>12. Responsible consumption and production</li> <li>13. Climate action</li> <li>14. Life below water</li> <li>15. Life on land</li> <li>16. Peace justice and strong institutions</li> <li>17. Partnership for The Goals</li> </ol>

- **SDGs & Status of Pakistan;** The current status of Pakistan about SDGs, and efforts of Pakistan for the achievements of SDGs was shared with the participant and highlighted in the report of 2020, *Pakistan is ranked 134th on the Global SDG Index this year, down from 130th in 2019, out of 193 countries.* Pakistan was graded the worst performer in South Asia with Sri Lanka ranking 94th, Nepal 96th, Bangladesh 109th and India 117th. Tangible progress could be made in six out of 17 goals during the year, with climate change being the only goal where progress is said to be perfectly on track.
- **Topic: Right Based Approaches ( RBA )**
- **Facilitator:** Zaheer Abbas and Hasham
- **Learning objective:** Participants will know the concept and importance of RBA as community development workers.
- **Proceedings:** The facilitator with the help of brainstorming exercise, asked the participants what they know about RBA, and write it on the provided sticky notes. After the sharing of the participants the facilitator highlighted the following four points;
  - Political rights
  - Social rights
  - Civic rights
  - Economic rights
  - **Group activity:** The facilitator divided the participants into 4 groups and asked them to discuss with their group members and wrote on the chart what are political, social, civic and economical rights.



The following points were highlighted

Group 1: Social rights	Group 2: Political rights:	Group 3: Economic rights	Group 4; Civic Rights
<ul style="list-style-type: none"> <li>• Education</li> <li>• Women rights</li> <li>• Health</li> <li>• Food</li> <li>• Cloth</li> <li>• Religious right</li> <li>• Justice</li> <li>• Peace</li> <li>• Love</li> <li>• Social security base on respect</li> <li>• Shelters</li> </ul>	<ul style="list-style-type: none"> <li>• Right to vote</li> <li>• Participation in political activities.</li> <li>• Struggle for the rights</li> </ul>	<ul style="list-style-type: none"> <li>• Right to property</li> <li>• Learning skills</li> <li>• Decent job opportunities,</li> </ul>	<ul style="list-style-type: none"> <li>• Freedom of religion.</li> <li>• Basic facilities as human being</li> <li>• Equal treatment for all citizens</li> </ul>

- **Group activity:** Further to explain the concept a role play was performed by the participants that highlighted the right based approach to demand for their rights. In this role play community people convinced that how their community leader use RBA by the involvement of different stakeholders addressed the problem of quality education in their community.

- **TOPIC: Peace building**

- **Facilitator:** Sehrish, Kinza and Hector

- **Learning Objective:** At the end of the session participants will be able to understand the concept and process of peace and peace building and how we can create a peaceful society.

- **Proceedings:** The session started by introduction of topic, and sharing of the learning objective of the session. She asked the participants to write an understanding of peace on the sticky notes and share it with the participants. The facilitator highlighted the important points and explained it with the participants. Then they shared the definition of peace, as a state of harmony characterized by the lack of violence, conflict behaviors and the freedom from fear. Peace is not merely the absence of war but the presence of justice of law of order..

Mr. Hector Nihal, also shared his experience of visit to Hiroshima, and the role of people of Japan in peace building, he also showed a video about the atomic bomb at Hiroshima, and its effects on the lives of people of Japan.

Then a peace candle was lightened to symbolize peace and make one commitment with yourself related to peace.

- **Peace Building Group activity:** The facilitator distributed the colour paper to all the participants and a small piece of dove made by the facilitator. On that dove different peace symbols and words were written like love, tolerance, happiness, honesty, help, they asked the participants to wrote one point what they have done in regard to this word, like for 'help' write if you have helped anyone, then exchange your paper and dove with another person and again wrote what you have done in your society or surrounding to promote peace. The exercise helped the participants to understand their role in peace building in the society at individual level. This exercise was done to promote peace building in your society.

- **Feedback:** Zain and Kinza lead the feedback session. Sticky notes were distributed to the participants and asked them to write their learning from the whole day session. The following were the comments of the participants;
  - The video clips about atomic bomb at Hiroshima, and imaginary video clip war between two atomic powers was very horrifying.
  - I realized that peace building process starts from me.
  - Globalization activity was very interesting,
  - I learned about SDGs and MDGs and its links with us
  - The topic becomes more interesting, when it is learned through activity and we become more clear on that topic,
  - RBA was new topic to me before I did not know the 4 rights
  - Peace building activity was very good and impressive.
- **Staring Committee Meeting:-** The staring committee meeting was held to review the daily performance and plan for the next day activities. The logistics management team, main facilitators, co facilitators and moderators of the next day participated in the meeting. The following points were discussed;
  - **Positive points;**
    - The difficult topics were dealt in a very simple way by the facilitators, the facilitators did very good job
    - Group activities were very interesting and impressive
    - The moderators were very active, and their performance was very good.
    - Understanding the topic through video clips and activities involve more participants interest.
  - **Area of improvement;**
    - No any point was shared by the participants.
  - **Next day planning;** The next day schedule was jointly developed with the support of main and co facilitators and moderators were asked to make a chart and past it, and follow it.

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- **Prayer:-**The prayer session was lead by Anila and Nayab. They asked the participants to sit in a circle, with the soft music they facilitated the participants in meditation for few minutes. Then there was a one Christian song Zabur, and Muslim prayer and Naat was recited.
- **Recap;** The session was lead by Tayyba and Afshan. They asked the participants to shared the key points of the previous day activities. The following points were shared and discussed;
  - Made charts on Globalization
  - Video clips about the destruction of Atom bomb
  - What are MDGs and SDGs and situation of Pakistan
  - Impacts of Globalization on our life
  - Our role in peace building
- **Topic: PCLDC 2020 Mid Term Evaluation:**
- **Facilitator:** Hector Nihal
- **Proceedings:** The facilitator shared the purpose and process of mid-term evaluation of PCLDC 2020. He said the basic objective is to see what the learning process among participants and identify the logistical, management and learning environment gaps, as well as to know what the learning of the participants is until now.

With the help of brainstorming exercise, the level of knowledge, attitude and skills gained in the PCLDC 2020 until now were assessed.

- **What is your knowledge level about different topics?**
- **Participant's response;**

S. #	Topics	Level of knowledge before PCLDC										Present status of knowledge										
		0	1	2	3	4	5	6	7	8	9	10	0	1	2	3	4	5	6	7	8	9
1	Self awareness			5	6	2	2	2									5	2	6	4		
2	Community Development		1	7	3	2	1	1										5	8	4		
	Leadership			4	6	4	2	1										2	9	5		
	Globalization		9	3	2	2	1								1		3	9	4			
	Global perspective of Development	9	5	1	1	1											2	9	6			
	MDGs & SDGs	9	3	1	2	1									2		1		1	3	9	1
	RBA	0	3	7	1	3		1	1					1		1				9	5	
	Peace building			6	6	3		1	1					1		1			2	8	5	
	Communication skills		3	5	6	2	1															

- **What was your status of communication skills?**
- **Response of the participants.**

	Level of communication skills before PCLDC										Present status of knowledge											
	0	1	2	3	4	5	6	7	8	9	10	0	1	2	3	4	5	6	7	8	9	10
1		4	6	3	2	2											2	1	9	5		

- How was your understanding about your personnel attitudes in relation to your relations, work and team work.
- Response of the participants.

	Understanding of attitudinal issues before PCLDC										Present status of knowledge											
	0	1	2	3	4	5	6	7	8	9	10	0	1	2	3	4	5	6	7	8	9	10
1		3	3	4	7						0						2	4	4	6	1	

- How do you like the methodology of PCLDC?
- Response of the participants.

	Before participation in PCLDC										Present status of knowledge										
	1	2	3	4	5	6	7	8	9	10	0	1	2	3	4	5	6	7	8	9	10
																			3	9	8

The mid-term evaluation process provided an opportunity to the participants for self analysis, and to realize their learning, and also helped the management to improve their area improvements.

- **Topic: Communities exposure visit:**
- **Facilitators :**Hector Nihal, Iqbal sani, Zaheer,
- **Learning Objectives;** To have a deeper understanding of community and community development issues, and apply to learning of PCLDC in the community for community need assessment.
- **Proceedings;** The facilitator gave a brief orientation about the communities and purpose of the exposure visit.

The following protocols of exposure visits were shared;

- Keep in mind your purpose of visit and assigned task
- Use local and simple language
- Respect for their status and culture
- Accept them as they are,
- No judgments, no lecture
- Follow the group leader
- No photographs without their permission.
- **Purpose of the exposure;**  
To have first hand information about the community problems and have a deeper understanding about the issues and problems of the community as well as to apply the

skills learned in the PCLDC; such as need assessment, situational analysis, problem identification, and communication skills.

- **Group formation for exposure visit according to the communities;**

Group Members	Place of exposure	Location	Group facilitators
Musarat, Nagina, Afshan, Kinza, Sehrish, Nayab	Transgender community	Lahore	Hector Nihal
Dr. Shantul Ramsha, Moiz, Hasham, Anila, Zara, Rabia	Brick kiln community	Raiwind	Zaheer Abbass
Sajeela, Maryam, Memona, Nauman, Tayyabba	Gypsies community	Lahore	Iqbal sani

- **Field Exposure;** Each group under the leadership of group leader and facilitator, visited their respected communities. Each group spent about two to three hours with the community, observes their situation, discusses about their issues and identified their problems.
- **Preparation of exposure visits presentations;** Each group prepared their report and presentation based on the following points;
  - Brief introduction of community
  - Major issues or problems observed, identified
  - Any suggestions for the community
  - Any challenges faced
  - What your learning's are?
- **Staring Committee Meeting:-** The staring committee meeting was held to review the daily performance and plan for the next day activities. The logistics management team, main facilitators, co facilitators and moderators of the next day participated in the meeting. The following points were discussed;
  - **Positive points;**
    - It was a wonderful experience, all the participants learn a lot,
    - The local leaders and group facilitators played an excellent role, we must appreciate their efforts and support
    - For most of the participants it was a first direct interaction with such marginalized communities, which was amazing to see their life style, issue and problem they are facing.
  - **Area of improvement;**
    - The participants should not be judgmental about the situation and life style of the people during our exposure visit
  - **Next day planning;** The next day schedule was jointly developed with the support of main and co facilitators and moderators were asked to follow the daily schedule.

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**28 NOVEMBER 2020**

- **Prayer;** The prayer session was lead by Zara and Sehrish. They asked the participants to sit in a circle, and had a short prayer for the thanks giving and blessing for the participants.
- **Recap:** The recap session was lead by Nagina and Rabia. The asked the participants to shared the key points of the previous day activities. The following points were shared and discussed;
  - Exposure visit to brick kiln factor, and gypsy community and transgender community was very good.
  - It was a great learning.
  - Exposure visit presentations were prepared
  - Brick Kiln community have a wonderful skill of brick making.

- **Topic:** Exposure visit group presentation
- **Facilitator:** Hector Nihal
- **Leaning objective;** To learn from the sharing of participants of their field exposure experience of different communities.
- **Proceedings;** Each group was invited by the facilitator to present their report in the form of role play or power point presentation. It was interested to note that participants had keenly observed the situation of each community, and in a short period of time they captured very important information, and in their presentations they highlighted very important and sensitive issues of each community.

- **GROUP 1: Transgender group:** They played a role and presented the meeting of transgender with exposure team and highlighted their issues, problems and their struggle to address their issues. A power point presentation was also presented about their learning from the exposure.



- **GROUP 2 : Gypsies community:** They present their learning challenges and their issues on power point presentation, and responded to the questions of the participants.
- **GROUP 3: Brick kiln community;** They also shared their learning’s challenges and their issues on power point presentation, and described their personal experience. They appreciated the efforts of the organization supporting them from their debt relief. The facilitator summarized the topic by highlighting key points of working as community development workers with marginalized communities.

- **Topic: Report writing**
- **Facilitators:** Hector Nihal, Zaheer, Sajeela
- **Learning Objectives:** To understand the concept and learn how to write a report.
- **Proceedings:** M. Zaheer, introduced the team and shared the learning objectives and contents of the session and the role of team members. The following topics were covered in this session;

- The points to be considered before writing a report.
  - Type of report
  - Purpose of the report
  - Audience of the report
- Outline of the report:
  - Title
  - Table of content
  - Summary
  - Introduction

- Body
- Conclusion
- Recommendation
- Appendices

The participants this topic very interesting and important because this is one of the major problem that is faced by the community development workers.

- **Topic: Project proposal writing**
- **Facilitators:** Zara and Hector Nihal
- **Learning Objectives:** To understand the concept and the process of project proposal development and how to develop and write a community project proposal.
- **Proceedings:** The facilitator introduced the topic and shared the learning objectives of the session. The following topics were covered in this session;
  - Definition of a project
  - Difference between project and a program
  - Project development, writing and submission process
- **Definition of the project:** with the help of brainstorming exercise, the facilitator defined the projects as 'a project series of planned activities for a specific task, within set time frame and with set resources'.
- **Difference between project and a program:** With the brain storming activity, the facilitator helped the participants to understood the difference between the project and program;
  - Project has a specific task, time, objectives and allocated resources.
  - Program is continuation of different projects focusing on the same issue of problem.
- **Project Proposal Development Process:** The facilitator divided the participants into same three groups of community development session, and they were asked to develop a project proposal on the issues they had identified and they were facilitated step by step by the facilitators accordingly.
  - **Step 1: Community situational analysis:** The facilitators asked the groups to reflect back on the session on community development and community exposure.
  - **Step 2: Propose a solution to the identified problem, (Project Goal):** Each group was asked to write a solution of the problem as a project goal on the flash card. It was said that it is a key component of the project proposal. It reflects that what we want to achieve from this intervention or project.
  - **Step 3: Project plan, (Project objective):** The facilitator asked the both groups to consider the SMART formula, make your project objectives; it should not be more than three or four. Each group made their two objectives. They wrote it on their flash cards.
  - **Step 4: Project implementation strategy & methodology;** How to achieve these objectives step by step, different activities ;( Project Activities). The facilitator asked the groups to write different activities to achieve these objectives. Activities of objective one on one flash card and activities of objective two on second flash card.



- **Step 5: Project work plan:** When and who will do these activities, design a work plan; The facilitators asked the groups to develop their work plans considering the activities of both objectives, they had listed above, and also write against it, who will do this activity.
- **Step 6: Making estimated budget;** What resources are required to achieve the project goal and objectives, **the budget;** considering the listed activities each group was asked to make a list of required resources, and with estimated cost, they need to achieve their project objectives. The facilitator also gave an input about the budget and how to make a budget for a project proposal. The following points were highlighted; Budget is a financial document of the project, and it has the following key elements;
  - HR cost salaries
  - Program cost; it includes their budget and their responsibilities
    - Activities of objective # 01
    - Activities of objective # 02
  - Administration cost;
  - Equipments cost;

The groups developed their one year budget based on their activities estimated cost

- **Step 7: Monitoring and Evaluation strategy and plan;** How the progress of the project objectives and activities is monitored. The facilitator asked the participants how they would know that their objectives have been achieved, to know about it, there is a system called monitoring and evaluation or Monitoring, Evaluation And Learning (MEAL). The facilitator gave a brief input on the topic and asked the participants to develop a Monitoring and Evaluation (M&E) plan. Groups formed committees and designated their responsibilities with monitoring mechanism.
- **Step 8: Project review:** The facilitator asked the both groups to arrange their working according to the different steps and paste them on the floor on white sheet, and review it considering;
  - The project make any logical sequence
  - It is realistic, and organization has the capacity to execute it
  - Make necessary changes.
- **Step 9: Attach required documents;** It is necessary to attaché required documents with the project proposal developed and written, such as organizational profile, registration certificate etc
- **Step 10: Submission of the proposal to potential financial partner;** The facilitator shared the process of the project proposal submissions to donor agencies and the list of required documents. The following points were discussed;
  - **Step 1: Call for concept note** or project proposal from any donor agency.
  - **Step 2: Call for project proposal** on the accepted concept note with deadlines and given project proposal formats
  - **Step 3: Write a project proposal on given format,** with asked documents such as, audit reports, registration certificate, organization profile etc, and submit it within due date.
- **Step 11: Evaluation of the project proposal by the donors;** The facilitator explained the process to the participants and then asked the groups to present their proposals to the donor, each group present their project proposal to the donor in a role play activity.

It was a lengthy, extensive and tiring exercise for the participants, but at the end they were happy that they had developed a project proposal by themselves, and understood the process from start to the end. It was first time for them to discuss and see such an



important document, which they have been a part since long time as a staff of the organization. They said now it is easy for them to understand their role in their organizations working in different project, because now we know the process and requirements of a successful project.

- **Feedback:** The feedback session was facilitated by Nagina and Rabia. They asked the participants to share the learning of the day and any suggestion for improvement. The following points were shared;
  - Sharing of exposure visit report and experience from all groups was very good, from this we learn about other most marginalized communities.
  - Learn about how to write a report
  - We learn about challenges of different communities and their lifestyle.
  - The project proposal development process was very interesting and easy to understand
  - Learned about how to write a proposal and how to make budget
- **Staring Committee Meeting:** - The staring committee meeting was held to review the daily performance and plan for the next day activities. The logistics management team, main facilitators, co facilitators and moderators of the next day participated in the meeting. The following points were discussed;
  - Positive points;
    - Exposure visit experience was excellent shared by the participants
    - Report writing topic was helpful
    - The topic project proposal development was very important and interesting, the facilitators played very good role, their methodology was very good. Participants were very much involved in group work, and everyone was giving their best.
  - **Area of improvement;**
    - All things were good, no.
  - **Next day planning;**
    - The next day schedule was jointly developed with the support of main and co facilitators and moderators were asked to follow the daily schedule.
- **Topic: Cultural Night**
- **Facilitators/Organizing Committee:** Sajeela, Maryem, Moiz
- **Learning Objectives:** To provide an opportunity for participants to explore their talents and enjoy their time together as members of PCLDC 2020 Proceedings:
- **Proceedings;** The moderators started the program, told the participants its time to enjoy and make this even memorable. The cultural night started with singing of a song by Arooj. The cultural night was based on the following activities, like dancing, singing, poetry acting, facilitated by the organizing team. The event started at 8.30 pm and wrapped up around 10.00 pm. Participants went away with remarkable memories and everyone was fully tuned after the program.
- **Comments by the main facilitators;** They appreciated the organizing team and participants for their active participation in the PCLDC as well as cultural night event.
- **Dinner:** At the dinner was enjoyed by all the participants.

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29 NOVEMBER 2020

- **Prayer:** The prayer session was lead by Sehrish and Nayab. They light the candle of Advent of first Sunday it symbolize the advent of Christmas and purple candle represent patience. Then Sehrish and Afshan a do short prayer for the successful completion of the PCLDC.
- **Recap;** Rabia and Afshan facilitated the recap process. They distributed the short sticky notes to all the participants and asked them to share their learning with other participants one by one. The following points were shared;
  - Presentation of the exposure visit was very interesting lots of new things came to know about these people such as transgender,
  - Learn about report writing.
  - Learn how to write project proposal writing
  - Learn how to make a budget.
- **Topic: Plan of Action (POA):**
- **Facilitators:-** Zaheer , Hector Nihal
- **Learning Objectives:** To facilitate participants in utilizing what they learned at PCLDC2020 in their communities:
- **Proceedings:-** Zaheer shared that a format of Poi and its important component, and guided them how to fill it to utilize the learning of PCLDC, and to build up long term relationship with AAS & AHI. POA format was distributed to all the participants and asked them to make their POA according to that format and present them on the chart, focusing on 5 Ws and 1 H.

What do you want to do?	Why do you want to do this activity?	Where will be this activity organized.	When it will be organized?	How will you organize this activity?	Who is responsible in organizing this activity?

- Based on the sessions of PCLDC 2020, each organization was asked to develop a plan of action to implement in their organization or communities.

S #	Organizations	Objectives	Actions	Duration	Where	when	Responsibly	budget
1	AHO	<ul style="list-style-type: none"> <li>• To create awareness about COVID 19 , HIV &amp; AIDS and TB among 50 people</li> </ul>	2 Training workshops	One day	Lhr	July 2021	Moiz & office team	AHO & AHI
		<ul style="list-style-type: none"> <li>• Young leadership development for the prevention of COVID19, TB and HIV &amp; AIDS.</li> </ul>	2 awareness sessions	2 hours each	Lhr	Sept 2021	Moiz & office team	AHO & AHI
2	Caritas Multan	<ul style="list-style-type: none"> <li>• To contribute in SDG # 13 to minimize risks of climate change through tree plantation</li> </ul>	4 Awareness sessions with children & parents on SDGs #13 of climate change.	2 H each	Shanti Nagger	March 2021	Nayab & Sehrish	Caritas & local contribution
			Plant at least 50 plants & trees	2 H	Shanti Nager	April 2021	Nayab & Sehrish	Local contribution
		<ul style="list-style-type: none"> <li>• To train 15 young people as community leaders and peace</li> </ul>	One training workshop with 15 youth community leadership	One day	Shanti Nager	Feb 2021	Nayab & Sehrish	Caritas & youth contribution

		promoters						
			Two self awareness sessions with 15 young girls on peace promoters.	2 hours each	Shanti Nager	March 2021	Nayab, Sehrish, Caritas	Caritas & youth contribution
3	City Institute	<ul style="list-style-type: none"> <li>Sharing of PCLDC learning with classmates &amp; colleagues</li> </ul>	PCLDC experience sharing session with colleagues & classmates	2 hours	Local contribution	Jan 2021	Tayyaba & Rabia	City Institute
3		<ul style="list-style-type: none"> <li>To contribute in SDG #04 by promotion of quality education.</li> </ul>	2 Awareness sessions with parents importance of education for girls		Local contribution	Jan 2021	Tayyaba & Rabia, Iqbal	City Institute
		<ul style="list-style-type: none"> <li>To contribute in SDG #13 to reduce to risk of climate change</li> </ul>	Tree plantation	2 hours	City Institute	March 2021	Tayyaba & Rabia, Iqbal	City Institute
4	Nai Umeed	<ul style="list-style-type: none"> <li>To share the learning of PCLDC with staff</li> </ul>	PCLDC experience sharing Session with NAI UMEED staff	2 hours	Shahdra Lhr	December 2021	Kinza & Noman	Nue Umeed
		<ul style="list-style-type: none"> <li>Create awareness about RBA among teachers of literacy centre</li> </ul>	Five RBA session in 5 literacy centers	4 hours each	Shahdra Lhr	Jan 2021	Kinza and Noman	Nue Umeed
		To develop young leadership in our community	Training workshop with young people on community leadership.	One day	Feroz wala	Feb 2021	Kinza and Noman	Nue Umeed
5	NICE Youth	To create awareness about SDG # 13 to reduce risks of climate change.	Training workshop with youth group on SDGs # 13 climate action & tree plantation	One day	Govt. Girls Primary school	March 2021	Anila, Afshan, Sajeela AAS, RASTI, Life alliance	NICE Youth & RASTI
		<ul style="list-style-type: none"> <li>To build the leadership capacity of NICE Youth</li> </ul>	Training workshop on community development leadership skills	One day	GGPS BGM	April 2021	Anila, Afshan, Sajeela	RASTI & NY RASTI,
		<ul style="list-style-type: none"> <li>To sustain the PCLDC in Pakistan</li> </ul>	Replicate PCLDC in teshil ALipur	5 days	GGPS BGM	May 2021	Anila, Afshan, Sajeela Hector Mujahid	RASTI & NY AAS, RASTI, LA
6	RASTI Chakwal II (YIPA)	<ul style="list-style-type: none"> <li>To building the leadership capacity of YIPA Chakwal</li> </ul>	Replication of PCLDC with 25 members of YIPA	5 Days	Chackwal	May 2021	Hasham, Zara	YIPA, RASTI, AHI
		<ul style="list-style-type: none"> <li>Share the learning of PCLDC with office staff.</li> </ul>	Organize experience sharing session with office staff.	2 hours	office chakwal	Dec 2020	Hasham, Zara	RASTI

		<ul style="list-style-type: none"> <li>To create awareness about SDG # 13 to reduce risks of climate change.</li> </ul>	Participation in campaign one plant for our mother land, tree plantation	One day	Village of chakwal	March 2021	Hasham & Zara, YIPA	RASTI & YAPA
7	NFBE Govt. Literacy Department	<ul style="list-style-type: none"> <li>Share the learning of PCLDC with office staff.</li> </ul>	PCLDC Experience sharing session with office staff.	2 hours	office chakwal	Dec 2020	Nagina	Local contribution
		<ul style="list-style-type: none"> <li>To contribute in SDG #04 by promotion of quality education.</li> </ul>	Organize enrollment campaign for street children	5 days	chakwal	Jan & April 2021	Nagina	Local contribution
		<ul style="list-style-type: none"> <li></li> </ul>						
	Anmol Federation	<ul style="list-style-type: none"> <li>Share the learning of PCLDC with Anmol members</li> </ul>	PCLDC Experience sharing session with members of Anmol	2 hours	Anmol office	Dec 2020	Memon a & Mussarat	Local contribution
		<ul style="list-style-type: none"> <li>To contribute in SDG #04 by promotion of quality education.</li> </ul>	Mobilize members of SHGs for drop out girl's education	2 days	UC BMH	Jan & April 2021	Memon a & Mussarat	Local contribution
9	Meem Foundation	<ul style="list-style-type: none"> <li>Share the learning of PCLDC with team members</li> </ul>	PCLDC Experience sharing session with office staff	2 hours	Org office	Dec 2020	Abubakar	Local contribution
		<ul style="list-style-type: none"> <li>To build the leadership capacity of our organizational volunteers</li> </ul>	Training workshop on community leadership skills	One day	Org office	March 2021	Abubakara	Local contribution
10	COPE	<ul style="list-style-type: none"> <li>Share the learning of PCLDC with team members</li> </ul>	PCLDC Experience sharing session with team members	2 hours	Org office	Dec 2020	Maryam	Local contribution
11	ISYD	<ul style="list-style-type: none"> <li>Share the learning of PCLDC with team members</li> </ul>	PCLDC Experience sharing session with office staff	2 hours	Org office	Jan 2020	Zain	Local contribution
		<ul style="list-style-type: none"> <li>To build the leadership capacity of our organizational volunteers</li> </ul>	Training workshop on community leadership skills	One day	Org office	April 2021	Zain	Local contribution

Each team of participants made their POA (Plan of Actions), and presented it in the large group. AHI members live on zoom, participants, PCLDC Alumni, and ILDC Alumni asked questions from them and gave their feedback on each POA , presented by the participant for improvement.

- Closing Ceremony:** The closing ceremony of PCLDC 2020 was held at Dar-ul-Kalam 85-D block Model Town Lahore. The honorable guests Ms. Kugmi,san, Kyoko Shimizu, from AHI Japan joined by Zoom, where as the honourable members of AAS Board Ms. Maria Goretti Kiran, Noor ul Zaman Rafiq, , ILDC Alumni Dr. Kalsoom Akhtar, PCLDC Alumni Mr. Zohaib

Dewan, Mr. Iqal Sani, the representatives of different organizations Dr. Haji Haneif participated in the PCLDC 2020 closing ceremony.

- **Closing ceremony speech by Kugmi San, General Secretary AHI addressed the participants of the closing ceremony of PCLDC 2020.**

She appreciated the efforts of the organizing and described the initiation process of PCLDC, how Mr.Hector Nihal showed his interest and negotiated with her and AHI team. She said that I feel we made a right decision, after his participation in ILDC AHI has strengthened their relationship with Pakistan and many participants have participated in the ILDC. She also said that we wanted to send participants from other Asian countries to this training but due to COVID 19 we could not materialized this idea.



- **Certificate distribution:** Certificate of PCLDC 2020 was distributed to the participants by the guest of honours.

- **Comments by Participants;** All the participants shared their views about the PCLDC 2020, its methodology, their participations and their learning. The following points were shared by almost all participants;

- The PCLDC is unique type of training; it is a platform for young community development workers to enhance their knowledge, skills, confidence and communication skills.
- The PCLDC brings internal change, it brings attitudinal change in the personalities of participants.
- The PCLDC is a participatory training, each and every person of PCLDC was involved in different activities, it gives confidence and courage to speak, to take initiatives.



- **Comments of Guest of Honors:**

- Dr. Noor ul Zaman Refigure, Chairperson, PFRD organization, and Vice Chairman of AAS, appreciated the AAS team and AHI team members, for organizing this excellent workshop, he said, we are a team, we support each other and work together, PCLDC is an annual program of AHI & AAS which is a great contribution in social sector in Pakistan, and we appreciate such initiatives, it is a need of the time and it is addressing the needs of many young people. The role of AAS& AHI is commendable.
- Dr. Kalsoom Akhtar, Chairperson of Active Help Organization and Member of CCM Pakistan & Alumni ILDC 2016, she appreciated the efforts of the organizing team, AAS, and say thanks to AHI Team members for their excellent work. She also shared her experience of ILDC, she said PCLDC is a way forward towards ILDC, it is wonderful opportunity for young people.
- Mr. Mujahid Hussian, the facilitator PCLDC 2019, and ILDC Alumni, said the PCLDC is a venue of experience of learning and growth, the participants gave us new ideas, new challenges, which is amazing. I am happy to see that PCLDC is growing, in experience, innovation and PCLDC Alumni. It is a platform for young people to



develop and explore their leadership skills, AAS and AHI is providing this opportunity, I appreciate their roles and contributions.

- **Tree Planting** contribution in SDG # 13, Climate action: the PCLDC organizing team and NICE Youth organized a tree plantation activity to join the tree plantation campaign, “one plant for our mother land’ was held in the garden of Dar ul Kalam. The Dar ul Kalam director and Kyoko San from Japan joined the PCLDC participants in this activity, it was a symbolic practical action by PCLDC participation to contribute in the accomplishment of the targets of SDG #13 to reduce to risk of climate change on people. All the participants an guest of honours appreciated this action by PCLDC participants an organizing team.
- **Topic: Post Test:**
- **Facilitator:** Mujahid Hussian
- **Objective:** To assess the level of knowledge and skills gained by the participants during PCLDC 2020
- **Proceedings:** -The organizers conducted a post-test to assess the level of knowledge and skills gained by the participants during PCLDC 2020.A prescribed form was given to the participants and they were asked to fill it. The findings of the post-test are attached in the annex.
- **Topic: Workshop Evaluation;**
- **Facilitator:** Hector Nihal
- **Objective:** To assess the participants ‘level of learning and feedback about the logistical and management related issues in PCLDC 2020.
- **Proceedings:** The facilitator gave a prescribed format to evaluate the different aspects of PCDLC 2020, to respond different questions and use a scale from 0 to 10 points, 0 being the lowest and 10 the highest according to their personal understanding. It was interesting to see that the participants had gained knowledge and skills, and that they are feeling more confident. The findings of the evaluation are attached.
- **Vote of thanks;**  
Mr. Hector Nihal, the Director of AAS, coordinator of PCLDC, thanked all the participants, volunteers, organizing team and guest of honours for participating in this important event. On behalf of participants, PCLDC 2020, organizing team, and AAS, he thanked the AHI, AHI honorable Board, General Secretary Kugmai San, and particularly Ms. Kyoko Shimizu, for her technical and moral support, and commitment with PCLDC program in Pakistan. He said it is only possible with the support, cooperation and contribution of AHI. He also thanked the organizations of participations who realized the importance of the training and trusted on us. The PCLDC organizing team for their tireless efforts, the PCLDC/ILDC Alumni for their strong commitment with PCLDC and valuable inputs, Mr. Mujahid Hussian, for his strong support, cooperation and commitment to strengthen the PCLDC in Pakistan, the management of Dar ul Kalam for providing the learning environment to the participants. He said the popularity and importance of PCLDC is growing, which is an honour of AAS, he also introduced LIFE Alliance to the Alumni of PCLDC 2020, invited them to join LIFE Alliance. He said every year PCLDC is a new and learning experience. The interest and ownership of PCLCD/ILDC alumni in PCLDC is very encouraging and we appreciated their efforts and support.

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## POST PCLDC 2020 ACTIVITEIS

- **AHI Representative, Facilitators & Organizing Team of PCLDC 2020 Evaluation:** -The evaluation meeting of the kyoko san, facilitators and organizing team was held to evaluate the PCLDC 2020. The following points were discussed;
  - Positive points of PCLDC 2020:-The following points were highlighted;
    - The participation of AHI team and especially kyoko was very good.
    - The participants are happy and satisfied by the performance of the organizing team and facilitators and participants feel very happy that they observed internationally on zoom.
    - It was the first experience on zoom and we had a great experience.
    - The participation level of participants in different activities was very good
    - The participants took the responsibilities of co facilitators, moderators, and taking initiatives in doing energizers.
    - It was observed by the organizers that co facilitators were working late evenings in preparing their presentation; it showed their interest and sense of responsibility.
    - The PCLDC Alumni said that it was once again an excellent experience of being a part of the PCLDC 2020
    - The overall role of the organizing team was very good; they were responsible, supportive and taking initiatives.
    - Moderators told that it was a great experience last PCLDC we participated as participant and now its the honor for us that we perform as moderator.
    - The big and complicated topics were presented in the very simplified and easy way.
    - The participants were satisfied with the residence, food and logistical arrangements by the organizing team; everything was available for the participants as per their need.
    - The exposure of different communities provided an opportunity to the participants to have a direct interaction with the communities to understand their issues and life style, which was lifelong learning.
  - Area of improvement;
    - COVID-19 was a great challenge due to this pandemic lot of participants drop out.

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