

PROVINCIAL ORIENTATION MEETING

Prior to the provincial orientation meeting, the provincial coordinator should make sure that key counterparts are appropriately briefed and that the materials have been distributed at least 3 days in advance of the meeting.

Meeting Location:

Government Provincial Meeting Hall

Chairman:

Provincial Governor or vice Provincial Governor (member of the PRF Administrative Board)

Meeting Participants:

Provincial line departments, representatives of relevant mass-based organizations, representatives of other development projects

Duration:

1-3 days (depending on whether it is an old or new PRF area)

Meeting Objectives:

- Presentation of PRF's objectives, principles, rules, and procedures;
- Confirmation or selection of the members of the provincial Feedback and Resolution Committee;
- Training for the Provincial Feedback and Resolution Committee members;
- Roles and process for the selection of Kum ban facilitators explained to all stakeholders.

Expected Outcomes:

- All provincial stakeholders are aware of and understand PRF objectives, principles, rules and procedures (including rights and responsibilities of villagers);
- Provincial Feedback and Resolution Committee members selected and trained;
- Roles and process for the selection of Kum ban facilitators understood;
- Better coordination and understanding of activities and priorities with all concerned departments, MBO, NGOs and other projects working in the province (including the private sector).

Main Meeting Topics

Presentation of PRF by a member of PRF Program Management Team

- Policy background including background info on NGPES, NSEDP, NRDPEP;
- History of PRF;
- PRF Structure;
- Objectives and principles of PRF;
- Kum ban Resource Allocation;

- Overview of Sub-project Annual Cycle (Orientation, Planning and Implementation phases);
- Importance of a broad-based and coordinated planning;
- Sub-project Menu of options (including types of prohibited activities);
- Ownership, empowerment, participatory planning (procurement and finance managed directly by communities, decisions made by Kum ban Representatives);
- Explanation of differences between PRF I and PRF II, with focus on 4- year Kum ban-level planning framework and extended planning timeframe (including explanations of long-range Kum ban Development Plan and Village Vision Meetings);
- Accountability and Transparency (incl. overview of Feedback and Resolution Mechanism);
- Social and Environment Guidelines including FRALA, Compensation / Voluntary contribution rules (Refer to Decree 192), mitigation of impact on physical cultural resources and inclusion of vulnerable ethnic groups;
- Inclusion of gender issues;
- Inclusion of ethnic groups issues;
- Inclusion of other vulnerable groups (such as disables, sing-headed households)
- Roles and responsibilities of Local Authorities vs. PRF Teams (including Operations & Maintenance);
- Role, responsibilities and selection process of Kum ban Facilitators;
- Next steps in Planning phase (including Question & Answer session);
- Presentation/discussion of the schedule for the District & Kum ban Orientation Meetings;
- Training of provincial Feedback and Resolution Committee.

Follow-up:

The provincial coordinator ensures that there is a proper follow-up with the key actors. The MoUs with line ministries need to be discussed with respective line departments at the provincial level.