



स्थानीय सरकार

हेलम्बु गाउँपालिका

गाउँ कार्यपालिकाको कार्यालय

हेलम्बु, सिन्धुपाल्चोक



बागमती प्रदेश, नेपाल

प.सं: २०७९/८०

च.नं.: १४२३

मिति: २०८०/०९/०४

श्री वडा अध्यक्ष ज्यू,

(वडा कार्यालय १, ६ र ७)

हेलम्बु गाउँपालिका, सिन्धुपाल्चोक ।

विषय: अनुभव आदान-प्रदान कार्यशाला गोष्ठी सम्बन्धमा ।

प्रस्तुत विषयमा यस हेलम्बु गाउँपालिका तथा जाइका-पिपिआरआरको समन्वय र सहकार्यमा “वडा तहमा सामुदायिक उत्थानशिल परियोजना (सिआरपि) को अनुभव आदान-प्रदान कार्यशाला गोष्ठी” तपसिल वमोजिमको मिति, समय र स्थानमा हुने भएकोले वडा अध्यक्ष तथा सम्बन्धित सिआरपि फोकल पर्सन अनिवार्य उपस्थितिको अनुरोध छ ।

तपसिल:

मिति: २०८०/०९/८ गते शुक्रवार

समय: बिहान ९:०० बजे देखि अपरान्ह १ बजेसम्म

स्थान: हेलम्बु चनौटे रिसोर्ट, हेलम्बु-७, चनौटे बजार

21/2/2080
05/09/08

टोप बहादुर वरुवाल

नि. प्रमुख प्रशासकीय अधिकृत



स्थानीय सरकार

हेलम्बु गाउँपालिका

गाउँ कार्यपालिकाको कार्यालय

हेलम्बु, सिन्धुपाल्चोक

बागमती प्रदेश, नेपाल

प.सं: २०७९/८०

च.नं.: १४२४



मिति: २०८०/०९/०४

श्री वडा अध्यक्ष ज्यू (सातै वडा),

कार्यपालिका सदस्य, विषयगत शाखा प्रमुख, तथा वडा सचिव ज्यू,

हेलम्बु गाउँपालिका, सिन्धुपाल्चोक ।

विषय: आ.ब. २०८०/०८९ को वार्षिक योजना तर्जुमा सम्बन्धि अनुशिक्षण सम्बन्धमा ।

प्रस्तुत विषयमा यस हेलम्बु गाउँपालिका तथा जाइका-पिपिआरआरको समन्वय र सहकार्यमा “आ.ब. २०८०/०८९ को वार्षिक योजना तर्जुमा सम्बन्धि अनुशिक्षण” कार्यक्रम तपसिल वमोजिमको मिति, समय र स्थानमा हुने भएकोले सम्पूर्ण वडा अध्यक्ष, कार्यपालिका सदस्य, विषयगत शाखा प्रमुख, तथा वडा सचिव सहित प्रत्येक वडाबाट कम्तिमा १ जना वडा सदस्य समेत अनिवार्य उपस्थितिको लागि अनुरोध छ ।

तपसिल:

मिति: २०८०/०९/९ गते शनिवार

समय: बिहान ९:०० बजे देखि अपरान्ह ३:३० बजेसम्म

स्थान: हेलम्बु चनौटे रिसोर्ट, हेलम्बु-७, चनौटे बजार

२०८०/०९/०४

टोप बहादुर वरुवाल

नि. प्रमुख प्रसाशकीय अधिकृत

The Project on Participatory Rural Recovery (PPRR)



Annual Development Plan (ADP) Orientation & Experience Sharing Workshop on Community Resilience Projects (CRPs)

Helambu Rural Municipality, Sindhupalchowk

Date: 21 - 22 April 2023 (TBC)
Venue: Helambu Chanaute Resort, Ward-7 (TBC)
Organized by: Helambu Rural Municipality, Sindhupalchowk
Technical Support by: JICA-PPRR

Annual Development Plan (ADP) Orientation

The Kick-Off Orientation aims to develop common understanding among the Palika team about the key concepts and objectives of annual planning, linkages between PDP and ADP, and steps of participatory plan formulation. It also ensures that all actors of the Palika team clearly understand the key priorities and policy directions of the Palika, including DRR and recovery issues, before they embark on the core steps of ADP process.

The sessions will be conducted by the Palika team and the JICA-PPRR team by utilizing participatory exercises and practical tools which will equip the participants with knowledge and skills required for conducting the subsequent steps of ADP process that follow the Orientation.

Experience Sharing Workshop on Community Resilience Projects (CRPs)

The workshop will be split into 2 parts, which can be organized on 2 consecutive days, or on the same day.

The first part is to provide an opportunity for all the CRP community groups to exchange their ideas and experiences among themselves. A limited number of key actors supporting the groups will also participate.

The second part is to share the CRP model and the Round 1 monitoring results, especially with the non-CRP target wards. Also discussion will be held about each actor's roles and responsibilities, as well as sustainability and replicability of the CRPs. (Note: This part may be done as part of the Executive Committee meeting.)

The Project on Participatory Rural Recovery (PPRR)

Day 1: CRP Experience Sharing (Half-Day) among the Community Groups

Date: 21 April 2023 (TBC)

Venue: Helambu Chanaute Resort, Ward-7 (TBC)

Main Objectives:

- To provide a cross-learning platform for all the CRP community groups (Rounds 1 and 2) to learn from each other's experiences, by sharing CRP experiences, what worked well, what did not work well, challenges, and sustainability issues, etc.
- To tease out key lessons learned, and future steps for improvements and ensuring sustainability, based on the community groups' discussions.

Participants:

- Representatives of all the CRP Community Groups (Rounds 1 and 2)
- Palika's CRP focal persons & relevant technical staff
- Representatives of the CRP wards
- Representatives of the Partner NGO
- Representatives of the non-CRP wards (optional)
- Other Invitees (optional)

Tentative Program:

Chair: Ward Chair/Representative

MC: FP

Time	Agenda	Facilitator
9:00 – 9:30	Registration	Pilot LG / PPRR
9:30 – 9:45	Welcome speech Opening remarks & workshop Objectives Introduction of participants	Pilot LG/Ward
9:45 – 10:00	Brief Explanation of the CRP model & Round 1 Monitoring Results	PPRR/ FP
10:00 – 11:00	Group Discussion on Experiences among the CRP Community Groups <ul style="list-style-type: none">▪ What worked well & positive results▪ Issues and challenges▪ Sustainability <ul style="list-style-type: none">➤ Group A: 3 Homestay CRPs➤ Group B: 5 Handicraft CRPs	PPRR/ FP (Palika/ward rep and PPRR/NGO team to split in each groups to facilitate the group works)
11:00 – 11:30	Group Presentation (Group 1 &2)	Group Leader
11:30 – 12:15	Discussion <ul style="list-style-type: none">▪ Discussion on key issues & recommendations from the group presentations▪ Action steps for CG, Ward/ Palika and NGO/PPRR	All
12:15– 12:30	Closing Remarks	Pilot LG
12:30 – 13:00	Kaja & Administrative matters	PPRR

The Project on Participatory Rural Recovery (PPRR)

Day 2 Part I: ADP Orientation

Date: 22 April 2023 (TBC)

Venue: Helambu Chanaute Resort, Ward-7 (TBC)

Main objectives:

- To develop common understanding among the Palika team, especially targeting the ward committees, about the key concepts and objectives of annual planning, linkages between PDP and ADP, and steps of ADP formulation.
- To confirm the key priorities for the Palika, including DRR and recovery priorities to be incorporated into the ADP.
- To enhance their capacity of participatory planning using the tools and formats for ADP planning at different levels.
- To develop understanding and concrete skills for conducting settlement level meetings and incorporating the priorities of local people into the ADP.

Participants:

- Executive committee members
- Palika officers and section heads
- Ward Committee (Chairpersons, members, secretary, Social mobilizers)
- Social mobilizers, health volunteers, and other community outreach actors

Day 2 Part II: Palika Level CRP Experience Sharing (2 Hours)

Date: 22 April 2023 (TBC)

Venue: Chanaute Resort, Ward-7 (TBC)

Main Objectives:

- To share CRP formulation, implementation and Monitoring results with success stories and lessons learned during the 1st year of the piloting, particularly with non-CRP wards in the Pilot LG.
- To discuss the possibility and potential modality of replication of CRPs in other communities (CRP and Non-CRP wards) of the Pilot LGs.
- To discuss the process, role and responsibilities of different key actors at the community level, ward level and LG level for continuation and replication of CRPs beyond the JICA-PPRR project period.

Participants:

- All ward of the Pilot LG (Chairperson, Selected members and Ward Secretary)
- Representatives from the Pilot local governments (Chair, CAO, PO, FPs and relevant technical staff)
- JICA-PPRR Project Team

The Project on Participatory Rural Recovery (PPRR)

Day 2: Tentative Program

Time	Agenda	Facilitator
Part I: ADP Orientation		
9:00 – 9:30	Registration	PPRR
9:30 – 10:00	Session 1: Opening Session Opening Remarks & Objectives (10 min) Introduction of Participants (5 min) 1. Key Development Priorities and Policies of the Palika (15 min)	CAO All Chairperson
10:00 – 10:20	Session 2: Framework of Local Development Planning 2. Presentation on Framework of Annual Development Planning	Palika PPRR
10:20 – 11:00	Session 3: Key Concepts and Priorities to Be Incorporated into ADP 3-1. Key Concepts and Priorities to Be Incorporated into ADP & JICA's Support Plan 3-2. PDP Priorities for Incorporation into ADP	Palika PPRR
11:00 – 12:40	Session 4: ADP Process and Practical Exercises of Participatory Planning 4-1. Exercise of Settlement Level Consultations 4-2. Exercise of Ward Level Prioritization Meetings	Palika PPRR
12:40 – 13:00	Session 5: Closing Session Confirmation of Planning Schedule Closing Remarks	Palika
13:00 – 14:00	Lunch Break	
Part II: Palika Level CRP Experience Sharing		
14:00 – 14:05	Session 1: Opening Session Introduction and Objectives	FP
14:05 – 14:45	Session 2: Brief Explanation of the CRP Model 2-1. Formulation, implementation and Monitoring of CRPs 2-2. Sharing of Round 1 Monitoring results 2-3. Sharing key feedbacks from the community level CRP sharing workshop	PPRR/ FP
14:45 – 15:15	Session 3: Discussion on CRP Continuation and Replication 3-1. Roles and Responsibilities of various actors (CG, Ward/ Palika and NGO/PPRR etc) 3-2. Potential areas of CRP replication in other communities (CRP and Non-CRP wards) of the Pilot LGs	FP/PPRR (PO)
15:15 – 15:30	Session 4: Closing Session Session Summary and Closing Remarks	Vice Chairperson