



Wasaaradda, Arrimaha, Federalka & Dimuq
Affairs and Democratization

Ministry Of Interior , Federal

Hingalool District Induction Training Report

Date of Training 25th, -29th of December 2024



Introduction

This report is designed to alleviate the knowledge of district councils particularly the know-how of district council about the roles and responsibilities of individuals as well as the full council. Furthermore, this training will strengthen the ability of council members to enact bylaws that will govern internal affairs of the council such as: a) how they may conduct their meetings b) how they may vote likewise how they will behave during the meetings, similarly how they may enact the resolutions. Moreover, upgrading the councilors knowledge relating to the approval of the district budget as well as approving the district financial reporting. The induction training is designed to be given to the councilors immediately at when they are elected.

Objectives of the training

The overall objective of this training is to enhance the level of knowledge of the district councils' role and responsibilities and below are the specific objectives of the training:

- To provide quick knowledge to the council relating to their roles and responsibilities
- To upgrade the understanding of the council members how they may enact bylaws governing the behavior of the councils
- To receive how they may devolve the services from the district to settlements as well as village level
- To improve the know-how, the councilor in accordance with budget and financial reporting approvals.

Training methodologies

During the induction training of Hingalool district council the facilitator has used several methodologies to enhance the level of understanding of trainees about the training and these are as below:

- Restricted lecturing
- Projector
- Group discussions
- Ice break questions

Day 1

Opining Remark

At his remarks the facilitator has given to the audience of the training a brief explanation of the training objectives, similarly he has given a briefing about the training agenda and how the training will continue as well as the days that training will take.

At his opening remarks the mayor mentioned that this training has delayed stating that this has to be conducting immediately after the council election, but instead this has taken Place now and the mayor stated that they have delivered services to the district community /citizens without having clear roles & responsibilities and told that they have done several activities such as; a) sanitation improvement b) road opining / clearances also restricted revenue collections. Moreover, the mayor has stressed that participants should attend training sessions fully to avail of this valuable training event and opened the training.

Training get started

The training event has started late and role setting has done by the facilitator and training ground rules set have been as below:

- Mobiles to be off / silenced
- Full participation of training activities by trainees
- The person who want to comment or ask question to raise his hands
- Time keeping / starting and ending training time has been agreed by the participants

Ruling committee selected

The participants have selected among the below ruling committee during training sessions:

- Chairperson of the training sessions
- Ruling person/hakim
- Time keeper
- And energizer

The facilitator has asked the trainees /participants expectations of the training and the answered the below:

- Knowledge enhancement
- To receive incentives since there has been where the council receive income in the expectations the participants have been same and small number has proposed to receive incentives and most of trainees have mentioned that they expect receiving knowledge at the expense of their time.

Ice break question

The facilitator has asked participants ice breaking questions to ensure the level of the knowledge of the trainees and first question has been the role of council particularly permanent committee and the mayor answering it has said one of the councilors to oversee the activities of the attached department and also providing technical advice to the department to improve development activities done by the department.

Moreover, the second question asked to the participants has been the role of executive secretary and it was answered by the participants, and mentioned that the role of executive secretary is to run the administrative activities of the district.

Day Two

Recap on the recapping the mayor mentioned that at the beginning of the training a member of the trainee has recited verses of Quran, and the mayor at his remarking pointed out the council of Hingalool has been in existence a year and six months and the council has awaiting to receive such training , but more has taken and the council and executive secretary have begun to run the services without training and lacking experiences , the activities of the council and local government departments have done were a) preparing the budget ,b) starting sanitation c) conducting road opening activities . Moreover, constructing two kilometer gravel road and other actives such as; registering businesses and conducting tax collection campaigns. The mayor has mentioned that this training has come when it needed and he stressed that the council members to fully participate the training and adopt what learned during of the trainings sessions and the mayor has cited that they have taken the roles and responsibilities of the council, council members, executive committee roles as whole and as members, Furthermore, he mentioned that they have learned good governance and the decentralization as well as the local government structure, similarly he cited that they have received overview of the law no.7

Group work

The facilitator has divided the participants into three groups and each group have given three questions which comprised into multiple choice questions and direct questions and below are the questioned that each group have worked /answered:

Group one assignment

True or false, tick "T" if the question is true and tick "F" if it is false

1. The number of the councilors of district "B" comprises 33 members?

"T" or "F"

2. A village can be recognized as a settlement if the population who lives are not more than 100 households, and if has not the bases facilities?

3. One the responsibilities of the district's executive secretary roles is that he/she is the third highest official of the district "T" or "F"?

Group three assignment

1. One of the roles & responsibilities of the district mayor is to appoint the staff to their works or tasks

"T" or "F"?

2. The mayor is highest official of the districts "T" or "F"

3. Tell two of the roles and responsibilities of the mayor / or deputy mayor?

Group one presentation

Group one has presented their answers of the three questions assigned to them, for, instance they answered question True "T", likewise, they have answered question two as been false "F". Moreover, it was replayed question three as been false and three questioned are answered correctly by group one. Similarly question three has been replied been true "T" by group one.

Group two presented the question two answers the question been true "T"

Group two presented the answers of question three which three questions and their answer of question has been true "T", likewise group presented their answer of question two and it was direct question and it has been said that two of the roles of the mayor are blow:

- ✚ He monitors of overall operation of the district to see whether the district operations are going well and as planned

🚧 And he chairs the meetings of the council

Group one has presented their answers of question of question three through flip chart the answer has been, the mayor can dismiss or fire the executive and they have answered that the mayor cannot fire or dismiss the executive secretary only minister of MOI can fire him.

Day three

Recap of day three

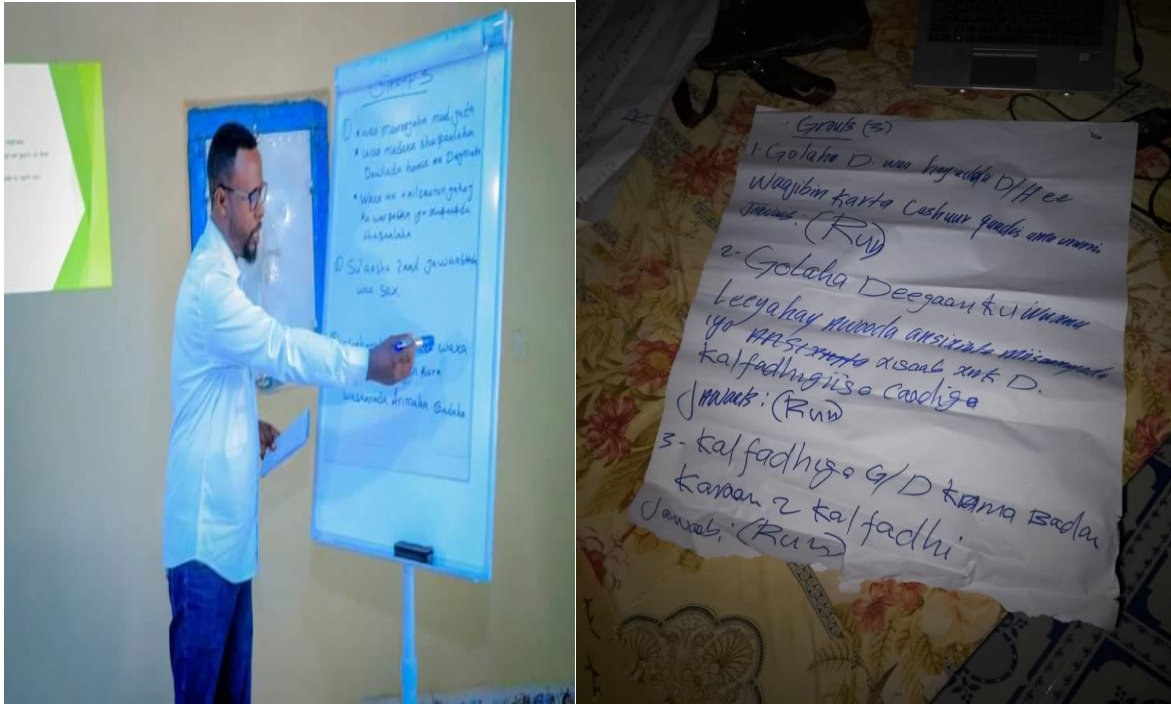
The participants have pointed out the roles of council, the executive committee, department directors and staff, also the council meeting quorum, voting quorums, election of mayor and vice mayor as well as dissolving them. Moreover, the meaning policy maker, how council take good decisions and avoiding taking bad decisions, meaning decision maker and how council member good maker.

The facilitator has explained the roles of the council as well as the roles of mayor, vice and executive secretary, similarly the roles of executive committee. Moreover, the facilitator has presented and explained the bylaws, such as; meetings, the quorum of the meeting, the role of the mayor in the meetings, the discipline of the council during the meetings, who prepares the agenda, who submits the agenda to the council meetings, the duration of the meetings. Furthermore, the facilitator has deeply explained the two LLM modules which are Policy maker and decision maker.

Group presentation

The groups have presented to the answers of the assigned questions and these questions have been comprised multiple choice questions as well as direct questions and the below are the answers of the groups:

Group one presentations



Question answer has been replied by the group what is good governance and the group answer has been

- a) the donations to be supplied to community as an equity
- b) Participation of decision making
- c) Transparency and accountability

The answer of the group one of question two has been as following:

- a) The decentralization is devolving basic services such as; health, education, water, sanitation e,t,c from state social sector ministries to local governments / municipalities
- b) Demission of decentralization are 1. Devolving policy, 2. Devolving administration and c) fiscal devolving.

The answer of the group one question has been multiple choice and it has been true "T"

Group two presentation

The questions responded by the group has been as below:

- What is local council?
- What is permanent committee?

- What is bylaw?

The answers that the group presented has been as follows:

- The local council are councilors elected by the citizens of a district to represent them
- The permanent committee are sub-committees that the full council elected among them
- The bylaw is regulation that the council enacted by the council to govern their internal affairs

Group three presentation

The questions assigned to group three comprises multiple true and false and are as under:

- a) The only body who can levy local
- b) tax/ or revenue collection is the council
- c) The council meeting cannot exceed more than 2 meetings

The first question the group has answered that this question has answered true "T" and it correct answer b. Furthermore, the group has answered being as true "T" and this has been correct answer, similarly the group has also answered question three as it has been true "T" but the answer has false "F" and group wrongly answered it.

Day four

The recap of day four

the participants have recapped each one presenting what he/she has remembered day three sessions, saying that it has been completed induction training remaining sessions, similarly it has been overviewed the bylaws, likewise it has been presented the policy maker module of Local Leader Management (LLM) module and decision maker Module, also brainstorming question has been asked to participants and answered by them.

The facilitator has explained the budget preparation process, pointing out well budget is meant as well as the processes followed through its preparations, similarly who involved its preparation. Furthermore, the principals adopted when prepared and layout / format for its preparation, likewise the facilitator has exhibited the format of the district plan that MOIFAD has submitted to the facilitators to follow when teaching to the participant of the local council as well as the departmental directors and divided the participant into two groups one to practice preparing the district budget and the other preparing annual work plan.

Group presentations

The group has presented the budget while the other presented the annual work plan and the participants showed how well they have understood these topics

Day five

The day five has been rap up and closing day, the facilitator has overviewed, the modules and presentations made during the days, one, two, three and four and asked the participants question relating to the previous days' sessions and the participants have answered well to all questions asked and mayor has closed the day five and whole training session.

Pre-test

The pre-test is a brief assessment item which uses multiple choice, true/false, and short answer questions, designed to gauge existing levels of understanding of the subject matter to be covered, as well as attitudes towards the subject matter. There is also a 'self-assessment checklist' as part of the pre-test, which can be completed individually by participants, to determine their own perceptions of their existing ability to carry out certain tasks related to their role.

It is recommended that the pre-testing be carried out as part of the 'Getting Started' session, and as such, an extra 20-30 minutes may be required to accommodate this activity. Alternatively, the pre-test could be carried out in the week prior to training delivery, but this may be difficult to do from a logistical point of view.

Post-test

A post-test is designed to measure a participant's transfer of learning as a result of the training just completed. It can help the trainer/s identify the effectiveness of the training, and it can help the participants identify areas for themselves where they have improved, or where they feel they need more support, or further learning opportunities.

The post-tests are usually conducted at the end of the training, usually in the same session that an evaluation is conducted. In this guide, the post-tests for each module are in the form of a short assessment item, and another 'self-assessment checklist', which can be compared to the one completed as part of the pre-test. These items are both to be completed individually. The self-assessment checklist does not contribute to the overall assessment result for the module, only the post-test assessment task will be counted.

Training & trainer evaluation

This evaluation is supposed to ensure the level of understanding of the trainees to the topics and sessions of the training and it has two dimensions one for the evaluation of the participants or trainees and the other for the training as well as the trainer or the facilitator, thus this activities have taken place well and as expected , first day the trainees have done the participants evaluation and all most 90% of these participants attended this training has done or answered to all questions well and about 10% has responded these questions below standards , whereas the training and training evaluation has been done well and 98% of the participants has done it well and only one participant ticked both state of course giving specific ideas to use his own roles , similarly two the participant ticked the trainer professionally well preparedness and knowledgeability , therefore almost the remaining trainees ticked strongly agreed statements and more than have ticked agree statements , where less participants ticked half-half statements thus , in conclusion the training and trainer has been overall excellent as per the trainees and participant of this training.

Training conclusion and rap up

After when the training event reached its ended and conclusion, the mayor, executive secretary and the participants has said their conclusion speeches and below are the conclusion speeches, challenges and recommendations

Training event closure remarks

The executive secretary: has cited that the training has come when it is needed mostly, and he added that training has delayed almost a year, but the district officials continued to start the necessary activities, such mobilizing tax collection / revenue and also the necessary activities. Meanwhile, the executive secretary has appreciated the trainer, MOI supervisor also, he appreciated MOIFAD, CES and FSF for their worth role of this training, and last but not least he appreciated the participants of councilors and staff to their punctuality participation of the training.

The councilor women: who is the participants of the training has thanked to the trainer and MOI supervisor of their tireless efforts during the training event / sessions, likewise she appreciated the role of MOIFAD, CES and SFS and lastly she appreciated the participant full attendance and their fully participation of the training activities and events.

At his closing remarks the mayor: appreciated the trainer and MOIFAD representative person facilitation and overseeing the training events and sessions, the mayor appreciated MOIFAD and CES of their significant roles running this training preparation and designing also, the mayor appreciated the SFS partner to the funding of this training. Moreover, the mayor has stated that this training has lately since the councilors have

working without training 1 and ½ yearly and the mayor has requested that this kind of training to be continued repeatedly and to be conducted on time to avoid any delay. Furthermore, the mayor has appreciated the fully participating of the trainees and closed the training events.

Challenges

The duration of the training it has been recorded several challenges and have as follows:

- ❖ The training has been received by the councilors of Hingalool district lately
- ❖ The district is remote and the road is very rough
- ❖ The district has not had project as well owned meeting hall as well as local government building
- ❖ Some of the participants have come far villages

Recommendation

The participants of the training have suggested below recommendations:

- ❖ The training should be given the councilors, executive committee and staff repeatedly and on time
- ❖ The should have tarmac road connecting the district to other tarmac road district
- ❖ The district need urgent equipment and constructing the local government building
- ❖ The training should be noted earlier before conducting it so as the participants from far villages to participate such valuable trainings early.

Conclusion

The induction training has been designed to the newly elected councils to upgrade / elevate the knowledge of fresh councils, the MOIFAD with the collaboration of CES and funding support by the SSF partner, had been conducted to the councilors of 6 pilot districts which recently CES conducted training assessment and based on this assessment it has been prepared for conducting Hingalool district and this has begun on 25th, of November till 29th, of November 2024. Moreover, the supported to prepare the district budget and three-months work plan so district to accelerate the operations that the district conducting to develop /progress the services that the district official provide to the district citizens and starting 29th, of November Hingalool district has yearly budget and it hopes that MOIFAD with collaboration of CES and funding support of SSF to be built the local government building as well as equipping the offices of the district.

Annexes

Below are the annexes which comprise; a) district plan b) district budget and list of training participants :



Qorshaha & Miisaaniyadda Degmadda Xingalool.zip