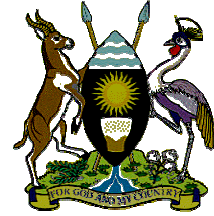


Northern Uganda Youth Development Centre



Consultative mission report: Northern Uganda Youth Development Centre

4 – 10 October 2006

SYNOPSIS /EXECUTIVE SUMMARY

1. Brief introduction

An assessment and planning mission was conducted in Uganda by the Regional Director of CYP Centre for Africa and the Director of the Youth Affairs Division of the Commonwealth Secretariat. This targeted the North Uganda Youth development Centre currently benefiting from Commonwealth financial support totally £499,000.

2. Objectives of the Mission

The mission aimed to:

- a. Engage in some discussions with the government with regards to strategic priorities and project progress so far;
- b. Conduct a rapid needs assessment of the project area, target population & potential local trainers;
- c. Agree with the project team & local population on a start date and provide technical support with the “design” of the first skills building activity;
- d. Finalise the implementation schedule with a clear monitoring plan (inputs/outputs, stakeholder responsibility, etc).
- e. Debrief the government and adjust plans (if/where applicable) according to our findings and discussions.

3. Methodology of work

This combined meetings with government officials and other relevant stakeholders in Kampala with field visits in the project area. The latter allowed us to assess the physical space, the potential target population (some focus group discussions) as well as trainers. (See annex A for programme of work).

4. Project progress so far

The visit alleviated concern that the project was stagnating. In fact, various activities had been implemented including agricultural activities at the temporary as well as the

permanent site at Labora. As a result of these, 40 bags of rice seeds had already been harvested and over 200 acres of groundnuts and cassava planted. Moreover, 30 HIV and AIDS peer trainers attended a workshop in March 2006 and developed activity plans for awareness raising their IDP camps. Furthermore, financial support totalling US\$50,000 has been secured from NUSAF' YOP for carpentry, bricklaying and concrete practice, metal works, tailoring, and agriculture.

5. Issues & Agreed Solutions

CHOGM – NUYDC linkages. This is particularly important considering the expectation of delivering an operating centre and officially opening it during the period of the meeting. The Minister guided OPM/project management to discuss CHOGM implications for the NUYDC with the CHOGM Secretariat at the Ministry of Foreign Affairs.

Infrastructure. With regards to the design, the architect will submit the bill of quantities (BoQ) along with the second design version by **6 November 2006** for discussion by Steering Committee. It was agreed to complete the final design by **15 November 2006**. With regards to the tendering process, it was generally agreed that 6 pre-qualified building construction contractors be considered and invited to express their interest and bid for the job. Dates retained:

- **12 November 2006:** Submission of tendering documents
- **13 November - 3 December 2006:** Bid advertised (closing at 12 noon)
- **3 – 12 December 2006:** Technical committee evaluates bids by construction companies before passing on results to the contract committee.
- **15 December 2006:** Contract committee completes the contract for the selected construction company
- **22 December 2006:** contract to be signed by OPM & the Commonwealth Secretariat. DSG will sign in Kampala.

Procurement: Considering the tight schedule for the infrastructural development and procurement of equipment, the Minister guided the office of the Under Secretary to find alternative but official means to shorten the normal procurement process such as the office set up for the preparations of CHOGM;

Land: about 15 additional acres are needed to complete a full fledged centre. The Minister recommended/advised the office of the Under Secretary to initiate discussions with the Gulu District office to ascertain if the sale of the 6 acres adjacent to the current site could be processed through NUSAF support as a contribution towards youth empowerment. Regarding the outstanding request by NUYDC for the use of part of the Labora farm for training in Agriculture, the Minister requested the Programme Manager to follow up with further correspondence to OPM.

Power supply: the office of the Under Secretary was guided to initiate correspondence from the office of the Permanent Secretary, OPM, to the office of the Permanent Secretary in the Ministry of Energy and copied to PPS, requesting the extension of the power line to the permanent site of the NUYDC, in view of the forthcoming CHOGM 2007. In the meantime and, as discussed with the previous director of YAD, a generator could be purchased to provide power at the temporary site and be used as a back up mechanism for power supply at the main centre during power cuts. A promise was made

by the previous director to “look into” shifting funds between budget lines or finding the necessary US\$ 10-13,000 for the purchase of a generator. The current director will review any record of such promise and follow up with project management by the **third week of October**.

Tax Exemption for imported equipment. NUYDC was guided to present a request to OPM, which would be redirected to the Ministry of Finance and Development planning for processing.

Water & sanitation

Water supply represents an issue. Consensus was reached on motorized boreholes, bearing in mind that maintenance and availability of spare parts would guide the final choice on the most appropriate method. Request would be made to the architect to advise project management on the number of septic tanks for sanitation against the expected number of users.

Temporary site

Project management will write to CAO with a copy to PS/OPM and PS/Education to request an extension for the use of the temporary site. The generator will provide power to the temporary site if/when it is purchased.

Skills building programme

Agreement was reached on the need to diversify the skills for training (as requested in the youth leader’s memorandum). The discussion also covered various ways of assisting youths to make the right choice in terms of training. It was agreed that:

- A 3-week orientation session including career advice/counselling & market assessment will provide the necessary foundation for them to make the choice that is most appropriate to their entrepreneurial skills.
- Training will be conducted in 2 shifts/per day to target a maximum number of youths (approximately 250/day). The management can consider intake/term to maximize number of youths trained.
- Short courses (weekends, etc) could be provided on selected skills such as jewellery, soap making etc. Here suggestions were made to contact Oxfam, Body Shop, MUK for ceramics, guidance on feasibility.
- The project management will write to Commonwealth Foundation to fund youth exchange programmes to provide short trainings to youths of the NUYDC centre.
- Project management should team up with UNFPA and UNDP to establish a centre for adolescent reproductive health and early recovery opportunities for youth

A few activities will run parallel to the processes outlined above. One such activity will be a joint NUYDC/UNFPA life skill training. A planning meeting will be organized with UNFPA by **Friday 13 October 2006**.

Transport for NUYDC project team. Information was shared that agreement was reached for OPM to provide the NUYDC with a vehicle for day to day use in addition to

the tipper truck now at the Centre. The project manager has now confirmed that the vehicle has been granted to them.

Policy issues

The CAO needs to present the project idea to the District Council and DTPC establish ownership as well as future sustainability of the project.

Partnerships

Working sessions were held with UNDP, WFP, UNFPA and DFID that proved positive in terms of generating interest and potential support to the centre. The project management team will follow up on such meetings before the end of October.

DETAILED ACCOUNT OF MISSION PROCESS & WORK UNDERTAKEN

A number of consultative meetings facilitated the process of engagement on the part of central and local government as well as technical and international institutions as outlined below.

1. Office of the Prime Minister, Minister of Northern Uganda, Kampala (see Annex A for participants):

A brief report was shared on a pilot project similar to NUYDC project - the Youth Opportunities Project (YOP), which was undertaken by NUSAF from 2002 to 2005. This skills training project, supported by the Japanese Government through the World Bank, targeted youth in 18 districts in Northern Uganda. The project had a total budget of about US \$ 2 000 000 (Two million US Dollars). The project assisted poor and vulnerable youth groups, engaging NGOs and professional institutions. On the average the project assisted 7 groups – totalling 200 youths in each district. A total of about 3 000 youths were trained. NUSAF is now mobilizing resources to train 7 000 youths during the second phase of the project.

Key points of the discussion centred on:

- Skills training offered and how the skills were identified;
- Challenges and how they were addressed;
- Tools provided upon completion of training; and
- Follow up mechanisms to track performance of those who received training.

Overall, training was provided in 12 trade skills, which were identified by young people through PRA, facilitated by a training team. Guidelines were also provided to inform stakeholders about the support available through the project. Some of the challenges faced by the project included limited capacity at district level due to weak private sector, potential partner institutions and NGOs; the project's inability to meet the overwhelmingly demand; and the need to balance the development agenda with other influences (e.g. political and economic gains by service providers). The discussion indicated some of the challenges were addressed through training of trainers/ instructors, the provision of training guides, syllabuses or content modules, as well as clear equipment specifications. The project also made provision for improvement of training structures

and facilities, as well as purchase of necessary equipment. Further to this training, support to participants was enhanced through a feeding programme for them and their children. This aspect could be strengthened through assistance from other agencies, e.g. WFP's Food for Training, and UNHCR's provision for IDPs.

Way forward between NUSAF & NUYDC

The teams agreed to:

- Pursue initial discussions between NUYDC and NUSAF to identify common implementation areas and initiate on joint and/or complementary programme delivery;
- Pay particular attention in skills training for income generation/economic empowerment projects through group formation, promotion and group dynamics as well as negotiation skills
- Ensure systematic follow up and regular monitoring as an essential component of the provision of support to the growth of youth businesses;
- Formulate/implement policies that demonstrate government's commitment to youth enterprise development as they ensure a youth niche in highly competitive market and procurement networks that would normally exclude them. For example, trained youths could be given a percentage advantage to support their businesses.

2. Meeting with the Minister of State for Youth and Children Affairs and the Minister of Gender and Culture, (see annex A)

The objectives of the mission were shared with the Ministers, as well as the pressing target of completing the development of the NUYDC infrastructure in time for CHOGM 2007. As a courtesy visit, this meeting with both Ministers provided a forum for an interactive dialogue on issues related to youth and gender, drawing on common features of the gender and youth policies in terms of methodology of work.

Among the issues discussed was the sustainability of the NUYDC given the latest developments in the peace process and the likelihood of IDPs going back to their places of origin. A clarification was made that, although the Centre is located in the Koro County, it is intended to serve the entire Gulu community as well as Northern Uganda. In addition, the Centre will serve as a model for other countries. Note was taken of the fact that youth unemployment in Northern Uganda was compounded by high school dropout rates resulting from insecurity. This situation represents a serious challenge in terms of finding successful strategies for addressing the potential conflict posed by marginalised/excluded (often discontented) youths. The element of age limit defining youth was discussed as, sometimes, a constraint to the work of youth ministries. It was therefore agreed to give due consideration in order to promote more holistic support that would adequately support youths in their transition from adolescence to responsible productive citizens that would contribute to national development, nation building and social transformation.

Update for 8WAMM and CYF6

The discussion also touched upon the preparations for 8WAMM and CYF6. Highlights of this discussion include:

8WAMM

- Youth employability is expected to be an issue of serious consideration and debate at 8WAMM.
- Technical Committees have been put in place
- Invitations are expected to be sent out early with the initial formal communication to be sent out 6 months before WAMM
- About GBP 250,000 (Two Hundred and Fifty Thousand Pound Sterling) has been contributed by the Government of Uganda towards the hosting of 8WAMM
- Email address is 8WAMM@mglisd.go.ug
- Website is www.mglisd.go.ug/8wamm

CYF6

- Accommodation for participants to CYF6 has been booked in Entebbe and a deposit has been paid to secure it.
- It is expected that 25 youths from Uganda and 2 per country from other Commonwealth member countries will attend the forum.

3. Meeting with Rachel Nampinga –ECOWATCH

A meeting was held with Rachel Nampinga to discuss environmental issues and climate change, an area of focus of the Women's Network for Climate Change. The discussion centred on the potential involvement of youth in specific initiatives on climate change including awareness raising on the negative impact of such change on youth livelihoods. Ms Nampinga referred to a concept being developed around setting up an African Youth Initiative on Climate Change, seeking feedback on practical ways of moving the process forward and potential involvement of YAD/CYP in this initiative. It was agreed that, in principle, the Commonwealth would look positively to this initiative once details are firmed up.

4. Courtesy visits – LC3 Deputy Chairman, and Deputy Resident Commissioner, Gulu. (See annex A).

Following introductions and sharing of mission objectives, challenges facing youth in Gulu were discussed. Among these were the (i) low level of youth engagement in productive activities and the need to train them in order to enhance their opportunities for productive engagement; (ii) limited education level mainly as a result of the protracted conflict in Northern Uganda; (iii) high proportion of teenage pregnancy resulting in an equally high proportion of child mothers; (iv) weaknesses in current vocational training programme; and (v) high level of violence among youth returnees. The discussion underscored the need for more vocational training facilities including in construction, agriculture, and entrepreneurship skills.

5. Internal programme consultations CYP & NUYDC team

This working session aimed to assess progress on the NUYDC and brainstorm on the way forward. Key elements of that session include updates on the:

- Renovation of the temporary site- now completed. However the NUYDC is retaining the use of their office in Gulu due to a lack of electricity supply at the site.
- Activities in modern Agronomy which have commenced and yielded a harvest of 40 bags of rice seed from the last planting season. An equally good harvest is expected from groundnuts and cassava. The rice seeds will be utilised for the next planting phase.
- Infrastructural developments for the permanent site. Arch Forum Architects were expected to make their first presentation at the Steering Committee meeting on 6 October – following a topological survey and visits to the site.
- Development of training materials'. It was agreed that such materials had already been developed by similar initiatives such as NUSAF's Youth Opportunities Programme. However, the team noted the need to identify potential gaps and adapt existing materials to tailor them to the NUYDC's standards and specifications. In this context, Lugogo Vocational Training Institute has been identified as an implementation partner for the NUYDC and is expected to provide technical support at all levels.

Some key points considered on the way forward included:

- a. A multi-pronged strategy will be adopted for the infrastructural development of the Centre. This would allow for several processes to be undertaken simultaneously to complete infrastructural work as well training materials and equipment supply at the same time while redeeming some of the time lost towards the building of the Centre (scheduled for January 2007) (**section on issues & agreed solutions, pp 2-4**)
- b. The Lugogo Vocational Training Institute will be entrusted the responsibility to adapt learner materials, providing guidance on required learning hours for all modules; and develop training of trainers' manuals for all courses. This exercise is to be undertaken by a team of 3 - 4 experts, and should be completed by the second week of December 2006.
- c. A through review of proposed/adapted materials by all stakeholders followed by field testing to enhance their relevance and applicability.

6. Meeting with youths trained under NUSAF's YOP

Arrangements were made to meet some youths trained in various trades under NUSAF's YOP, by two vocational institutions based in Gulu. The purpose of this interface was to seek further opportunity to obtain feedback on the duration and usefulness of the course as well as learn the lessons that should inform NUYDC programme planning.

While the youths appreciated the opportunity to enroll for vocational training, they shared some constraints that limited their ability to optimise use of their skills for employment and income generation. Such constraints included: low quality tools and, as result, limited shelf life; lack of start up capital to support setting up of small businesses; limited markets for produced goods, limited business management skills as well as failure to fully comprehend and value the benefits of group work and dynamics. Moreover, youths faced challenges related to family responsibilities as

child mothers and/or child heads of households. Furthermore, low educational levels and self-esteem also contributed to low enrolment rate and/or attrition as some youths effectively eliminated themselves from the programme. Instructors also observed that the 4 months training period was inadequate and could only be dedicated to practical work to provide essential skills. They recommended a minimum training period of 9 months.

In sum, the need to protect youth businesses through deliberate policy intervention resurfaced, given the need to recognize that young people would need to be supported if they are to make a breakthrough in the current stiff business competition.

7. Meeting with UN agencies in Gulu (See annex A)

The CYP/NUYDC team shared the mission objectives as well as brief information the activities of UNDP, UNFPA and the Commonwealth supported NUYDC. The Centre was acknowledged as a strategic and timely intervention as was the need for long term and sustained support for lasting results including the creation of opportunities through capacity building. It was agreed that this would lead to self support, maximising use of existing opportunities, making informed choices about life engaging decisions that will put youths in the driver's seat in relation to their development and empowerment. In sum, all participants agreed that there are common areas of focus thus warranting closer collaboration between the NUYDC and each of the two UN agencies. More specifically this would focus on:

- a. Reintegration youths into mainstream activities by broadening their choices in all spheres of life. UNDP's early recovery plan (6 – 18 months) has been put in place to assist those adversely affected by the protracted conflict and would therefore represent an opportunity for youths reintegration. Activities in this area could address challenges posed by high total fertility rates and the consequent stress on land; and developing alternative livelihoods.
- b. Issues of sexual and reproductive health with UNFPA as well as on sexual and gender based violence, specifically targeting BCC among youths and using peer approach. Other areas of concern include family planning both from a health perspective (curbing unwanted pregnancy, unsafe motherhood and the spread of HIV/AIDS/STDs) as well as sustainability of the development effort. A strong possibility for collaboration with UNFPA is the use of the NUYDC as a Centre for Adolescent Health.

8. First NUYDC Steering Committee meeting (see Annex B).

The Programme Manager presented a short progress report highlighting project objectives, actual achievements and current processes in particular the current contract with Arch Forum for the design of the permanent training centre. The project manager referred to certain challenges and constraints including (i) delays resulting from long consultative procurement processes; (ii) pressure to deliver a functional centre by November 2007 when CHOGM comes to Uganda; (iii) lack of "independent" transport tools, lack of water and electricity at the temporary site, and need for additional land for the Centre.

The architect made a presentation on the draft plans for the Centre, basically comprising the topological maps, the site plan, possible water sources, sketches of teaching rooms – theory and practicals, as well administration block and living quarters.

Some key discussion points following the two presentations were that:

- A copy of the MoU for NUYDC be made available to Steering Committee members;
- The Government of Uganda to urgently follow up on the supply of electricity at the permanent site;
- Serious consideration be given to the purchase of a generator to provide much needed electricity at the temporary site and equally importantly, to serve as back up power supply at the permanent site;
- OPM to pursue acquisition of needed additional land (about 15 acres, 6 of which could be made available on sale, adjacent to the permanent site) and follow up the request forwarded by NUYDC for the use of the Labora farm;
- LC3 Chairman to consult further with local community on the required additional land for the Centre;
- Provision be made for a senior member of staff to be on site;
- Due consideration be given to prioritization in terms of practicability and employability, as well as to gender balanced participation in all NUYDC activities;
- Policy guidelines should be provided to clearly identify define stakeholders and their respective roles; and
- Training in areas other than agriculture to start at the temporary site to allow for participation of youths who do not have access to land.

The Steering Committee concluded discussions on the sketches by agreeing to forward all inputs to Arch Forum by Wednesday 11 October, that Arch Forum would complete the preliminary plans by Friday 27 October and the Committee would meet to discuss them on Monday 6 November, following which Arch Forum would need 2 weeks to complete the design and material specification phase.

8. Site Visits

The Steering Committee and the NUYDC/CYP team visited both the permanent and temporary sites to view developments. The visit to the temporary site was particularly enlivened by the attendance of over 400 youths who performed various cultural pieces and an AIDS awareness drama. About 150 adults and children, community leaders also attended. The youth represented read out a memorandum setting out their concerns and recommendations regarding the type of training needed by young people (see annex C)

9. NUYDC Forecast Planning (See section on issues & agreed solutions, pp2-4).

Issues discussed and action points agreed upon included:

- Relocating to the temporary site
- NUYDC vehicle
- Infrastructural development of the permanent site of the NUYDC
- Development of skills, additional to agriculture

- Tailoring and design, Art and crafts
- Procurement of equipment

10. Visit to Pabbo IDP camp

Information on NUYDC was shared with community leaders who in turn briefed the visiting team on the camp, its facilities and services. Further to this, a discussion ensued on youth specific issues and ideas were shared on how NUYDC could support concerned officers to deal more directly with challenges faced by youths in a more proactive manner.

11. Meeting with the Minister for Northern Uganda (see Annex A)

Following a briefing on the purpose of the visit by the Commonwealth team, an update on developments related to the NUYDC as well as lessons learnt from similar initiatives such as the YOP by NUSAF, the meeting moved on to discuss project progress including linkages to similar initiatives as well CYP/NUYDC points of concern, seeking the Minister's guidance. **(For further details, see section on Issues & agreed solutions, pp2-4).**

12. Meeting with the World Food Programme (see annex A)

Following information sharing on WFP and NUYDC activities, discussions centred on how youth in other districts of Northern Uganda could be supported through outreach activities within their respective local communities. The need to establish linkages and opportunities for collaboration in programme areas of mutual interest was reiterated. WFP expressed strong support to the initiative and requested that a follow up meeting be organised after sharing NUYDC project documents for further information. NUYDC would also follow up with WFP in Gulu and NUSAF's YOP to determine the next steps.

13. Visit to Lugogo Vocational Training Institute

The visit commenced with a guided tour of the various training units at the institute, e.g., metal work and fabrication, carpentry, motor mechanics, bricklaying and welding. This visit was a follow up to initial discussions between the NUYDC and Lugogo Vocational Training Institute for technical support in the development of vocational training materials to be used at the NUYDC. In order to allow for better appreciation of the technical requirements of the Centre, Mr Michael, deputy principal at the Institute attended the first Steering Committee meeting in Gulu.

The discussion was mainly directed at clarifying how the Lugogo Vocational Training Institute would support NUYDC especially with the adaptation of training materials to adapt them to NUYDC target population. OPM would avail a copy of an assessment carried out by NUSAF for the YOP, to facilitate the materials review and adjustments. Training materials would provide for pre-training orientation and post-training support for young people ready to establish business ventures. This include, amongst other things, facilitation for securing needed resources, systematic follow up especially in the first year of setting up, monitoring the application and development of business management skills, and mentoring. **(See annex D for a step by step process and time line)**

14. Meeting with DFID (see Annex A for participants)

Following an exchange of respective programme information, the discussion focused on potential areas of collaboration, particularly relating to support for youth emerging out of conflict. The Humanitarian adviser raised some concerns about the centre (previously raised with OPM). These were addressed by the CYP/NUYDC team with immediate positive effect that helped focus on the type of support that DFID might consider. The adviser indicated that while DFID could not consider funding infrastructure, it would consider funding programmes as part of their April 2007 budget schedule. It was therefore agreed to have further discussion on the programme. This would clarify linkages between the centre's training programme and youths' post conflict needs in relation to economic empowerment, inclusion, development and social transformation. The NUYDC would share a short project concept note and work plans for April 2007 – March 2008. DFID was invited for a site visit when next in Gulu.

15. Meeting with the National Youth Council (see Annex A)

The meeting with the National Youth Council was basically to interact with the CYP team and meet the new Director of Youth Affairs Division, Commonwealth Secretariat. Among other issues, the meeting discussed how the NYC could access CYP assistance for capacity building to meet the needs of new NYC members every 4 year term. Information was also shared on other CYP activities in Uganda, namely, the Commonwealth Diploma in Youth Work offered by Makerere University and the NUYDC. NYC also reported that the Council was given the responsibility to organise CYF that is to precede CHOGM 2007, and shared an update regarding progress made thus far.

The need for a rethink of the Council, i.e. relevance, structure, processes and programmes was noted as a critical way forward particularly in the context of the current multiparty democracy system. It was agreed that, as a proactive and responsive youth serving structure, the Council needed to periodically ascertain its relevance and confirm its mandate with its youth constituency. A process of grassroots level consultations has already begun. In addition the NYC would seek the support of CYP for a national level consultative process that is expected to consolidate these consultations, build national consensus regarding the NYC and provide a way forward on the relevance as well as validity of the NYC. Hopefully the national consultative workshop could take place during the next monitoring visit in January 2007, to allow for further facilitation by CYP. Other areas of support could be in leadership training – which would include negotiation skills; and strategic/thinking and planning.

Annex A: Programme of Work

| DATE | TIME | ACTIVITY |
|----------|---|--|
| 4/10/06 | 6.30 a.m. 10.00–11.00 2.00 p.m. 4.00 p.m. | Arrival at Entebbe airport Courtesy Call on the Minister of Northern Uganda Meeting with Emaru Mackay Acting Under Secretary, Timothy Lubanga, Youth Opportunities Specialist –NUSAF, Richard Owiny. Meeting with the Minister of Youth & Children Affairs, Hon. Major Jimmy W L Kinobe; Minister of Gender & Culture, Hon Hajati Isanga Rukia Nakadama; Nasser Mukuya, Ex.Sec. National Youth Council; K.F. Mondo, Assistant Commissioner-Youth & Culture; Ms Aida Kigonya – Principal Women in Development adviser. Meeting with Rachel – ECOWATCH |
| 5/10/06 | 6.00 a.m. 10.00 a.m. 11.30-12.30 12.30-1.00 1.00-1.30 2.30-4.00 p.m. 4.00-6.00 p.m. | Travel to Gulu Check in – Acholi Inn Courtesy call on the CAO Courtesy call on the District chairman – Gulu Courtesy call on the RDC, Gulu In-house discussions with project management Meeting with a group of youths (St Joseph's vocational school) Meeting with group of young mothers from the Child Mothers' Association |
| 6/10/06 | 8.30-10.00 10.00-2.30 2.30-6.00 p.m. | Meeting with Bruno Otto, Programme officer/OIC-UNDP Gulu Office; Maima Zazay, RH/SGBV Coordinator – UNFPA. First Meeting of Steering Committee. Visit to NUYDC main site, youth activities and discussions with youths – Tetugu camp |
| 7/10/06 | 11.00-6.00 8.30-9.30 | Discussions and forward planning with NUYDC Visit to Noah overnight Refuge for children and discussions with them. |
| 8/10/06 | 10.00-1.00 | Visit to Pabbo IDP camp. Discussions with local authorities and some women. |
| 9/10/06 | 7.30-10.30 11.00-3.00 7.30-9.00 | Forward planning for NUYDC Travel to Kampala Meeting with architect |
| 10/10/06 | 8.30-10.30 10.30-11.00 11.00 11.45 12.15-2.30 3.00-4.00 7.30-9.00 | Debriefing with Minister of State for Northern Uganda Brief meeting with Under Secretary Meeting with WFP deputy Country director-Alix Loriston, Matthew Mcilvenna-Emergency coordinator; Punima Kashyap-Programme officer. Visit to Lugogo Institute and discussions with Principal and deputy principals. Meeting with Graham Carrington, Conflict & Humanitarian Adviser-DFID; Duncan Katuramu, Information Manager-DFID. Meeting with representatives - National Youth Council |
| 11/10/06 | 5.30 a.m. | Travel from Kampala |

**Annex B: Steering committee meeting: participants
6 October 2006**

1. Valencia Mogegeh, Regional director, CYP Centre/Africa
2. Fatiha Serour, Director & Head, Youth affairs Division
3. Louis Okello, Programme Officer, Gulu
4. Tebere Lilian, Project Officer, NUYDC, Gulu
5. Obuut Jimmy, Community Services Manager, Gulu
6. Arach Betty, Chief, Koro
7. Hon. Uhuru Santo, LC III
8. Obura Godfrey, District Engineer
9. Giruli Michael, Special Programmes Coordinator, Lugogo Vocational Institute
10. Otum Richard, Youth Representative, Koro
11. Mackay Emaru, Principal Assistant Secretary, OPM/KLA
12. Langoya Otto Patrick,
13. Robert Komakec, Architect
14. Ojenja Alex, Distric Coordinator
15. Moro Charles, Production Coordinator
16. Otim Chris N., District Planner.

17. Annex C: Schedule for training materials

| To do / Action | Initiator (and other actors) | Timeframe |
|--|--|----------------|
| 1. Identify vocational training materials development team and inform NUYDC | Lugogo Vocational Training Institute | By 13 Oct 2006 |
| 2. Development of Terms of Reference and service contract for adaptation of vocational training materials ¹ | NUYDC | By 18 Oct 2006 |
| 3. Development of a broad outline of training programme in each of the five training areas and circulation for immediate feedback ² , with a deadline | Lugogo Vocational Training Institute | By 20 Oct 2006 |
| 4. Signing of the service contract for adaptation ³ of vocational training materials | Lugogo Vocational Training Institute and NUYDC | By 20 Oct 2006 |
| 5. First announcement of stakeholders' materials review workshop/session – with dates, objectives and expected outcomes | NUYDC | By 10 Nov 2006 |
| 6. Adaptation of vocational training materials and periodical circulation for immediate feedback, with a deadline | Lugogo Vocational Training Institute | By 24 Nov 2006 |
| 7. Last drafts circulated for immediate feedback | Lugogo Vocational Training Institute | By 27 Nov 2006 |
| 8. Final internal review | NUYDC, CYP RCA, YAD-London | By 1 Dec 2006 |
| 9. Develop a detailed draft programme for the materials review workshop – possibly with joint sessions for e.g. post-training support, and parallel sessions for curriculum content review | Lugogo Vocational Training Institute, in consultation with NUYDC, CYP Regional Centre for Africa and Youth Affairs Division - London | By 1 Dec 2006 |
| 10. Consolidation of draft vocational training materials | Lugogo Vocational Training Institute | By 6 Dec 2006 |
| 11. Mail out / deliver copies of draft vocational training materials to stakeholders invited to attend the review workshop (referring to the initial invitation they will have received by mid-November) | NUYDC | By 8 Dec 2006 |

¹ Vocational training materials include to both learner and trainer materials

² Limited circulation to NUYDC, CYP Africa Regional Centre for Africa and Youth Affairs Division - London

³ Material adaptation will necessarily involve adjustment of existing vocational training materials to suit the needs of the target group as well as to address gaps identified from previous initiatives. In other instances adaptation will call for development of new ideas and methodological approaches that are expected to respond to identified youth needs but may not have been priorly tested.

| To do / Action | Initiator (and other actors) | Timeframe |
|---|---|------------------|
| 12. Vocational training materials review workshop | Hosted by NUYDC Moderated by? Facilitated by Lugogo Vocational Training Institute | 13 – 14 Dec 2006 |
| 13. Finalisation of vocational training materials | Lugogo Vocational Training Institute | By 5 Jan 2007 |
| 14. Presentation of the complete vocational training programme to NUYDC | Lugogo Vocational Training Institute | By 9 Jan 2007 |