



## **Scheme for organizing one day Training-cum-Awareness Camps in PAA and PAZ**

As part of HPPCL's CSR (Corporate Social Responsibility), social sustainability and as a strategy to garner and or continue getting support of the Project Affected Families and communities residing in Project Affected Area (PAA) as well as Project Affected Zone (PAZ), it is proposed to organize Training-cum-Awareness Camps in these areas.

List of activities to be organized in each camp is described below, while the normative cost of organizing a camp is placed at **Annex-1**. The expenditure on these camps can be debited to R&R activities or Publicity & Awareness activities.

### **1. Presentation-cum-Demonstration:**

The aim of the presentation/lecture is to make the communities aware of the latest and beneficial practices & techniques and also help them adopt the same into practice with demonstration and training so that they can improve their livelihoods.

In each camp one or more experts from the field relevant would be invited to present and demonstrate latest and or best practices suited to the area for the benefit of farmers and other rural communities, which may include agriculture, horticulture, harvesting techniques & practices, post-harvest operations, first-stage/primary or even secondary processing, food preservation, Non-Timber Forest Produce (NTFP) including medicinal plants cultivation & processing, poultry, bee-keeping (apiculture), fish rearing, animal husbandry, rural artisan, handicraft, sanitation, health & hygiene including local health tradition, career counseling, Investment Counseling (for PAF likely to received land and other assets compensation) and other similar fields. This list is only indicative and not conclusive. Some lectures may be on community organization, articulations and book-keeping/accounting etc to help prepare the communities organize themselves moving towards self-sustenance.

Each camp would invite experts from different fields so that most aspects of rural livelihoods are addressed over a period of time. A record (including expenditure) of such camps would be kept at the Project R&R level to avoid repetition. However, if there is demand from communities for repeating any particular session from any expert, the same may be organized again.

The resource person/expert can be a government functionary or from any university or training institute or a private practitioner of repute. He/she shall be paid honorarium and TA/DA, which includes cost of demonstration material that he/she may bring and use during the session. Duration of the session should be around three to four hours including time for demonstration and helping few volunteers with preliminary training.

### **2. Distribution of a Training & Practice Kit:**



To put the acquired knowledge into practice, it is proposed to distribute (free of cost) kits to the participants (one to each) in the camps. Besides, at times new varieties (of seeds etc) are launched and new techniques are disseminated but the communities do not have wherewithal to adopt the same for improving their livelihoods; hence, the kit may focus on such needs as well.

The Training & Practice Kit may include (but not limited to) seeds, tools, implements, small equipments, initial raw-material, demo-posters, illustrative books, etc.

Indicative cost of the Training & Practice Kit is included in the cost norm of the camp.

### **3. Medical Camp & Free Medicines:**

Although the state has established a health network but its outreach to the communities where our projects are located is limited in most cases owing to various reasons. It is proposed to supplement the rural medical facility for the communities in the PAA and PAZ by holding a free medical camp also with each Training-cum-Awareness Camp. This will address general health aspects, check-ups and minor ailments and need for specialist advice in specific cases.

A General Practitioner or specialist (depending upon availability and affordability) may be invited to the camp for a free check-up and for giving medicines of general ailments. The GP may be from any government health establishment or even a private practitioner may be invited. The cost norms include payment of fee to the medical GP/specialist with an assistant/pharmacist/compounder. It is left to the Project level camp organizers to save funds by inviting GP in some camps and later inviting specialist in one or two camps with the help of savings so made.

It is also proposed to provide free medicines to the people checked-up in the Camp as per prescription of the Medical Expert present in the camp. Attempt would be made to provide broader and wider coverage to maximum number of people and care needs to be taken not to supply very expensive medicines as it would cover only a few individuals with the limited resources available.

A record of people who benefited from the free medical camp would be kept separate from the Camp registration as is the usual practice in health institutions.

### **4. Venue, Boarding, Logistics and other arrangements:**

The venue of the Training-cum-Awareness Camp should be as close to habitations as possible to encourage greater participation. It may be organized in some place convenient or central to a cluster of villages in the PAA/PAZ.

Each camp would provide tea/refreshments (once in a day) and lunch (once) to all participants, resource persons, medical expert, organizers and other supporting staff attending the Camp.

All logistics shall be arranged by the Project. It includes tent/shamiana/rent for hall, tables, chairs, durries, public address system, registration, photography, food and tea/refreshment etc. Any other requirement for arranging the camp shall be made by the Project Authorities and expenses met from the funds for the camp. Expenses are provided under 'miscellaneous' item



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### **5. Registration, documentation, photographic records and feed-back of camp activities:**

Each participant at the camp would be registered with their name, parentage, complete address (also to indicate whether from PAF and or from PAA or PAZ), age, gender, occupation besides signature or thumb impression. Other details as deemed necessary may also be included in the registration. For this purpose hard-bound thick registers would be maintained so that it covers more than one camp.

Documentation/report preparation of the camp activities would be done by the Project R&R staff at least covering the day's programme, subjects which were addressed in the camp, number of participants (including its analysis in terms of gender and occupation participation etc), material covered in the Kit and number of people who benefited from the Medical Camp. Any special feature or significant event or important aspect shall also be described. A feed-back about the effectiveness of the camp would also form part of the documentation and reporting.



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## Annexure-I

### Norm/Module for One day Training-cum-Awareness Camp for communities in Project Affected Area/Zone

<b>A</b>	<b>Timing</b>	<b>10:00</b>	<b>to</b>	<b>16:30</b>	<b>Duration = 6:30</b>
<b>B</b>	<b>Venue</b>	<b>In the vicinity of a cluster of villages</b>			
<b>C</b>	<b>Number of participants</b>	<b>100</b>			
<b>D</b>	<b>Number of Other staff</b>	<b>20</b>	Includes organizers, resource persons and other staff		
<b>E</b>	<b>Total attendance</b>	<b>120</b>			
<b>F</b>	<b>Norm for Expenditure:</b>				

Revised/Approved Rate						Remarks
	Item	Unit	Qty	Rate in Rs.	Amount	
1	Training & Practice Kit	No.	100	300/-	30,000/-	
2	Honorarium for resource person	L/s	2	1000/- (Gazette Officer) 800/- (Non –Gazette Officer)	1,000/- 800/-	The team of Two persons comprise one Gazette officer and other is Class- III
2	TA/ DA	Day	4	160/-	640/-	For resource persons/medical staff
4	Medical GP/ Specialist	Day	1	2000/-	2000/-	
5	Pharmacist/ compounder/ Assist	Day	1	800/-	800/-	
6	Free Medicines	L/s	L/s	7000/-	7000/-	
7	Tea / refreshment	No.	120	40	4800	Once in a day
8	Lunch	No.	120	70/-	8400/-	
9	Miscellaneous	L/s	1	13,000	13,000	
10	Total				68,440/-	

**Note: -**

- 1 Assumption has been made for uniform rates & number of participants assumed as one hundred.
- 2 These norms are base norms and shall apply to camps attended by one hundred or less number of participants.
- 3 In case number of participants is more than one hundred, these norms shall be increased pro-rata up to a total of one hundred and seventy-five participants after which it shall become double and so on.
- 4 Actual expenses on each item may vary from site to site.
- 5 Total expenditure on camps in a year should remain within the total amount (No. of camps multiplied by norm).
- 6 Deviation exceeding the above limit (Note-5) may be got approved from competent authority.