

Start-Up Support Workshop

Event Note



ORGANIZED BY:

The Rural Enterprises and Remittances Project (RERP), Project
Management Office (PMO) Itahari, Sunsari

VENUE: Pathivara Hotel, Itahari

DATE: *From 25-27th April, 2017*

Event Number: 1/2017

Prepared by
The Rural Enterprises and Remittances Project
Management Office (PMO)
Itahari, Sunsari

I) Background

The Rural Enterprises and Remittances Project (RERP), Samriddhi a seven years' Project funded by International Fund for Agricultural Development (IFAD) and executed by Ministry of Industry (MOI), Government of Nepal (GON) that aims at providing sustainable sources of income to poor households, migrants families and returnees in the Eastern and Central Regions of Nepal. The intention is to contribute to such development by creation and expansion of viable rural, micro and small enterprises and attracting the resources of those who have migrated for employment and their family members towards productive investment. The project is being implemented in 16 districts of Eastern and Central Nepal namely, Bara, Dhanusha, Mahottari, Morang, Rautahat Saptari, Siraha and Sunsari and Sarlahi from the Terai Madhes and Bhojpur, Dhankuta, Khotang, Okhaldhunga, Sindhuli, Tehrathum and Udaipur from the mid hills. The Project is being implemented by the Ministry of Industry of the Government of Nepal, through a special Project Management Office which is headquartered in Itahari of Sunsari district.

II) Objective of the workshop

This start-up support workshop was arranged with the core objective in receiving support from the IFAD mission team to newly recruited project staff of RERP. The Internal workshop was arranged in gaining the common understanding of the project main objectives and expected deliverables, clarity on thematic roles and responsibilities, discussion on the AWPB 2017/2018 and plan for the formal start-up of the project. The start-up support workshop daily activities are annexed, and discussions are listed as below;

III) Attendees Composition

SN	Name	Organization
1.	Mr. Purusottam Nepal	Joint Secretary, Government of Nepal, Ministry of Industry
2.	Ms. Aissa Toure	IFAD Programme Officer, Mission Team Leader
3.	Mr. Bashu Aryal	IFAD Nepal Country Programme Officer/Coordinator
4.	RERP Team Members(Attendees list Annexed) from PMO including Koshi-Sagarmatha and Janakpur Corridor Offices	Rural Enterprises and Remittances Project (RERP)

Day One (25th April 2017)

Power Point Presentation was presented by the thematic experts on– Business Development Services, Financial Inclusion, Migration, Targeting Gender Equality and Social Inclusion and Data Management. The clarifying questions and answers together with discussion on different themes are noted as;

1. Presentation on Business Development Services

On Value Chain Product

The IFAD team discussed as- market demand should be on priority while selecting product value-chain. What commodity is in demand in the specific area will be the base for selection.

Corridor Mapping

Discussion on alternative mechanism on kicking up corridor mapping was raised from IFAD Nepal country program officer. Concerns of e.g. weather and agreement issues at different levels was raised thus suggestion was guided to look into established value-chain which is already in performance. The team directed the way forward in collecting some information on what is happening, if there are already

established value-chain products? If yes, what are they? Suggestion was to get some idea with local chamber of commerce also. As an alternative option the following was suggested;

1. Corridor coordinators to collect information and feed to PMO.
2. Starting on identification of commodity as knowledge generating activity.

Market Driven Demand of Value Chain Product

IFAD mission team suggested to start the structured plan or framework that focuses on MARKET meaning not to use the conventional modality of PRODUCTION. The team reminded that IFAD in this project focuses on Market first.

Also there was suggestion to be in touch with local traders and they will be able to tell what the demand in market.

Business Development Specialist from RERP in this discussion emphasized on the need of skill and technical idea in looking for market. So this discussion was followed by IFAD Nepal program officer on idea– the HVAP team members will be spending time in exchange of knowledge and help/facilitate the RERP in this particular part. Further was discussed on;

1. Rapid value chain identification
2. List value chain commodity (picking the easiest one for learning purpose)
3. Identify commodity, market location collection of information, cover market points

Poverty line, social targeting and types of enterprises

The team discussed on agreeing on this line as mandated by government rule and amendment.

Positioning of Project Activities

Discussion team identified that prepared glance by BDS as an excellent work. Because this gives the clear and detail overview of the project. But this may need to identify the gaps, its sequence and on whose responsibility to be what?

Enterprise Service Centre

Clarification from IFAD Nepal team member was made on–ESC and One Stop Shop as the same concept, there might have written One Stop Shop in the project document which means the same. Further it was clearly informed that, ESC means a certain office where person interested to open any enterprises can get the detail information then the services and information will be listed systematically for the public use. Simultaneously, this was also discussed that in the Migration Information Centre(MIC) in Sami District there will be information related to Migration. So in the MIC district offices that gives the information of the district's migrants and the migrant destination countries. Further in the ESC information related to migration will also be provided through migration desk. The IFAD team reminded that – *ESC is more advocacy and counselling forum.*

3. Presentation on Financial Inclusion

Listing Banks and Financial Institutions

The IFAD mission team suggested to prepare a list of Financial Institutions and cooperatives working in the project areas. The cooperative list should not be confined with only SCCs and SFCLs.

Funds Flow of PBMG and Risk sharing Scheme

As the project is not allowed to open a bank account to keep the dedicated amount for PBMG or Risk Sharing Scheme, the project management team should work together to make the financial product that is relevant. The team suggested to start communicating the FIs on their interest in working with our products.

Operation of Risk Sharing Scheme/PBMG

There must be in-house discussion within project team and consultation among financial institutions whether this scheme works or not. Enough reasons should be collected before it comes to public.

Departure Loan Buy Back Scheme

The discussion team had the understanding on this topic as learning, at this phase of the project need to whether it works or not.

About the main focus of Project

During the discussion the IFAD mission team streamlined the implementation team that – working with economically active poor, who wants to go abroad and have enterprise for economic activity at home is the main idea behind this project. So the project has to stress on working with economically active poor!

4. Presentation on Migration

Recommendation to replace the word Taskforce with Platform on Migration and Development

The team suggested replacing the term appropriately at national and regional level both.

ESC Staff financing and setting

The IFAD mission team put the discussion forward on the line that – ESC is linked with DCCI and CSIDB then because the state restructuring into the federal nation issue thus linkages has to be changed. The team further continued discussion on structuring and financing of staffs in ESC and this has to come with clarity.

Services to Returnee Migrant Family

The IFAD team had the say to have close linkages on all thematic issues while identifying activities.

Institutional Arrangement on Migration

On this topic, IFAD Nepal program officer explained the essence is to tell the prospective migrant or returnee about safe and secured financial rules and provisions so that they will have safe remit, gives ideas on productive savings, secured financial plans and such.

5. Presentation on Targeting GESI

The discussion team was leading with the idea that reintegration and counselling for both Male and Female is equally important.

Quantitative Targeting Strategy of GESI

The IFAD mission team suggested GESI specialist to follow the National Population and Housing Census, 2014 table and create table for each village (VCD) on GESI. Then the suggestion was to be pragmatic in meeting the target, select Disadvantaged Groups. During this course the important suggestion was to code in the MIS together with the help from M&E. This work should be started from the very beginning and also as the valuable input to the government in finding the actual data.

6. Presentation on Data Management

The RERP team suggested on the need to include HELVETAS training related data in the Data Management system from the district level, further the Data Management officer presented the office management system that can track activity log, work plan, phone diary and field mobility of project staffs including vehicle information. The system is under progress.

Day 2 (26 April, 2017)

7. Presentation on Knowledge Management

The day followed by power point presentations on thematic area of–Knowledge Management, updates from the Corridor Offices coordinators including the Planning, Monitoring& Evaluations and Migration officers. Discussion is noted below;

Knowledge Management

Knowledge Management should be as simple as possible, and documentation is needed to start from the beginning of each and every activity from the beginning. The IFAD team explained about COSOP as a guiding document according to which IFAD Nepal office operates its project activity in Nepal.

Platform on PM&E/KM

Information about the platform on PM&E/KM with IFAD funded Nepal project was shared during the discussion. This platform is developed with the view of networks, knowledge communities and teams to enable IFAD funded project teams to make connections and share their knowledge and learn from each other to contribute the organizational success. Therefore, IFAD identifies knowledge communities and teams are important.

On technical support provided by HELVETAS

The IFAD team made clarification on HELVETAS roles and responsibilities, once HELVETAS is on board the organization is responsible in producing results on skills development and vocational training part. However, the PMO office regularly monitors.

RERP as an Enterprise Support project designed globally by IFAD

The mission team members focused on explaining the RERP as enterprise promotion project which is designed globally by IFAD with the similar idea thus while choosing enterprises the RERP should give the priority in selecting enterprises those who have gained skills and vocational trainings from the HELVETAS as the service provider for RERP. Further the mission team emphasized in looking for the project objectives.

Number of potential commodities to be selected as value-chain product and linking with experienced value-chain in the field

The mission team suggested the RERP team to select the maximum of 2 commodities one each in the corridor for the value-chain as the learning before the baseline survey is conducted.

Learning process to be captured for Knowledge

The knowledge related with chosen value chain commodities in both corridors will be documented for the knowledge in an integrated approach.

Training with UNCDF

A commitment to communicate with UNCDF team to help orient the Financial Inclusion Specialist (FIS) was made by IFAD Nepal program officer. Thus once the time is confirmed FIS needs to travel to KTM.

On Pre Departure Migrant Education

The workshop team discussed to start desk review by Migration Specialist on Pre Departure Migration Education.

Funds Flow/Operation of Risk Sharing Scheme/Service Charge to be paid by FI on Risk sharing

The IFAD mission team emphasized to have discussion with the stakeholders to collect the enough justification to revisit the project document.

Consideration to be taken while collecting information

The IFAD Nepal program officer explained his personal impression while speaking with different banks that some of the banks are very encouraged to come to the rural areas and provide services thus while collecting information this note should be taken.

Day 3 (27 April, 2017)

The final day half day session was held together with joint secretary from the Ministry of Industry with IFAD mission and RERP team. The interactive discussions provided detailed recommendations to ensure smooth implementation of the project and plan the tentative date for the start-up workshop. Some of the discussion notes are listed as;

- The project main theme is enterprise promotion by harnessing remittances earning also by means of migrant returnees.
- Identify the Value Chain that reflects the social inclusiveness of the local areas.
- While selecting target population for migration mapping only the primary data as provided by Ministry of Labor & Sami is sufficient because this is what has been directed by National Planning Commission.
- Regarding the recruitment of staffs for vacant positions at PMO, Joint Secretary directed to have the discussion together with newly recruited Program Manager about the recruitment process to be followed.
- Media coverage and dissemination about the RERP is needed before the start-up workshop is kicked out.
- The need of project appraisal to be translated in Nepali too.
- Stakeholder orientation at the district level is agreed to happen only after the upcoming Local Elections.
- The Start-UP workshop at National level is planned to happen in-between the final week of the June to the July first week 2017.

IV) Way forward

1. Request High Value Agriculture Product (HVAP) senior management for sharing of learning on IFAD funded project on value chain, M&E and Knowledge Management.
2. Pilot field level value chain intervention by selecting two commodities in each two corridors

3. Follow up to organize project start up workshop in close consultation of Ministry of Industry Senior Management and IFAD team.
4. Requesting UNCDF for the needful orientation training on Business and Financial Institutions and Cooperative assessment tools that supports on selecting RERP partners.
5. Explore possible support form Chamber of Commerce and Industry and other government entity
6. Finalization of three months action plan.

The final session was closed by expressing impressive end note on the work done by RERP team to this phase of the project and was wished for the smooth start-up.

ANNEXES

Photos: Glimpses of Start-Up Workshop



Attendees List

Government of Nepal Ministry of Industry Rural Enterprises and Remittances Project "SAMRIDDHI" Project start- Up Support Workshop 25th to 27th April, 2017 Venue: Hotel Pathivara Itahari, Sunsari				
Session	Activities	Time	Key Achievement	Responsible
25 April, 2017				
	Breakfast	08:00-09:00 AM		
Formal Session	Welcome Remarks	09:00 - 09:10		Guru Bhakta Shrestha
	Objective of the workshop	09:00- 09:15		Facilitator
Presentation on thematic issues	Business Development Services	09:15-11:30	Understand project activities to be performed and update current status	Rakesh Jha
	Tea Break and Refreshment	11:30 -11:45		
	Financial Inclusion	11:45 - 13:00		Jaya Bdr. Khadka
	Lunch Break	13:00 - 14:00		
	Migration	14:00 - 15:30		Lekh Chhetri
	Targeting Gender	15:30 - 16:15		Kalawati Rai
	Tea Break and Refreshment	16:15 - 16:30		
	Data Management	16:30 -17:30		Himnidhi Neupane
26 April, 2017				
	Breakfast	08:00 - 09:00		
	Debriefing of first day session	09:00 - 09:16		2 Participants
Continue Day first	Knowledge Management	09:15 - 10:00	Understand project activities to be performed and update current status	Sujana Dhital
	Bardibas Corridor	10:00 - 10:30		Moti Giri
	Koshi-Sagarmatha Corridor	10:30 - 11:00		Lokendra Rawal
	Tea Break and Refreshment	11:00 - 11:10		
Prepare Joint Activity plan	Component-1	11:00-13:00	Develop common understanding between and among themes	IFAD Mission Team
	Lunch Break	13:00 - 14:00		
	Component-2	14:00 - 15:30	Develop common understanding between and among themes	
	Tea Break and Refreshment	15:30 - 15:45		
	Component-3	15:45 - 17:30		
27 April, 2017				
	Breakfast	8:00-9:00		
	Debriefing of second day sessions	09:00 - 09:10		
	Presentation of Combined Activities	09:10 - 09:45	Common understanding of the upcoming activities among/between MOI, IFAD and PMO	Participants
	Annual work plan 2017-2018	09:45 - 10:15	Understand AWPB	Guru, Sagar, Him
Preparation for Project Start up Workshop	Identify activities for the workshop	10:15 - 11:00	Understand workshop procedure and required preparation	Basu, Aissa
	Remarks from IFAD mission team	11:00 - 11:15	Understand project impression and wayforward	
Formal closing session	Remarks by Chief Guest from Ministry of Industry, Joint Secretary-Mr. Purusottam Nepal	11:15 - 11:45	Get required instruction from Ministry level	
	Closing Remarks	11:45 - 12:00		
	Lunch Break	12:00 - 12: 45		

Government of Nepal
Ministry of Industry
Rural Enterprises and Remittances Project, SAMRIDDI
START - UP SUPPORT WORKSHOP Meeting Attendance
Venue: PMO, Itahari

Date : 2074-01-14 (27th April, 2017)

SN	Name	Designation	Mobile	Email	Address	Signature
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18	Sunita Pradhan	Receptionist	9804065688	sunita.pra@gnail.com	P.M.O	
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Government of Nepal
Ministry Of Industry
Rural Enterprises and Remittances Project, SAMRIDDHI
START – UP SUPPORT WORKSHOP Meeting Attendance
Venue: PMO, Itahari

Date : 2074-01-14 (27th April, 2017)

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22	Rohit Prasad Joshi	PM&E Officer	9849054853	rohitrpdjoshi@gmail.com	Corridor office, Bardibas	Joshi
23	Bhagiram Tharu	Migration Officer	9848046915	bhagirami@gmail.com	Koshi Corridor	
24	Ishan Kumar Shrestha	Migration Officer	9854043600	ishan2035@gmail.com	Jamnapur Corridor	
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29	Rajesh Yadav	Office Assistant			Office Aay	297554
30	Tara Karki Khatun	Office Assistant			"	7074
31	Naran Tamang	Office Assistant			"	
32	Kumar Bhujel	Gardener			"	