

Village Orientation Meeting

Key meeting requirements

This meeting will take place – one meeting in each village within a Kum ban – normally in the weeks following the District & Kum ban Orientation meeting (and in accordance with the schedule announced at that meeting). In the old PRF areas, this meeting will be facilitated by experienced KFs. In the new PRF areas, the newly selected KFs will be accompanied by the PRF district and provincial staff and/or experienced KFs from other KBs.

Every effort must be taken to inform villagers in advance of the date, time and location of the meeting and to encourage their attendance. This will be accomplished mainly via word-of-mouth announcements by village heads, deputy heads and representatives from Mass-Based Organizations (MBOs), but may also include use of public notice boards and announcements at schools and temples.

The KF should visit the village at least one week in advance of the scheduled meeting in order to confirm exact location of the meeting (usually a school, temple, market place or other public space that can accommodate large numbers of participants).

A minimum of 50% of adult men and 50% of adult women (over the age of 14) must attend, or the meeting will be postponed and rescheduled for a later date. KFs should make a special effort to ensure that the traditionally marginalized groups and individuals (such as ethnic minorities, people with disability, representatives of children and older people) attend the meeting.

Location:

Village school or meeting room if any

Chairman:

Village head

Participants:

All community members, NLCRDPE representative, NGO and other Development agencies working in the area.

Objective:

Orient the villagers about the main PRF objectives, vision, principles, rules and procedures.

Meeting Content:

IEC package for the orientation meeting distributed.

Topics to be briefly covered include:

- PRF Structure at district, Kum ban and village level;
- Objectives, principles and key procedures of PRF;
- 4-Year Kum ban Development Planning framework;
- Kum ban allocations;

- Explanation of requirement for 75% allocation to poor villages within the Kum ban;
- Menu of sub-project options and types of prohibited activities;
- Rights and responsibilities of Kum ban and village representatives (procurement and finance managed directly by communities, decisions made by KB representatives);
- Feedback and Resolution Mechanism;
- Briefing on Social and Environment Guidelines including FRALA, Compensation / Voluntary contribution rules (Refer to Decree 192), mitigation of impact on physical cultural resources and inclusion of vulnerable ethnic groups;
- Roles and responsibilities of villagers, local authorities and PRF Teams (including Operations and Maintenance);
- Introduction of Kum ban Facilitators and description of their role and responsibilities;
- Introduction of village Feedback and Resolution Committee members and description of their role and responsibilities.

Questions and answers

Open group discussion on PRF principles: rights, responsibilities and expectations of communities (right to be heard, gender and minority inclusion, benefit the poorest, community contribution, cost effectiveness, etc (duration: 2 hours)

Expected outcomes:

- All villages are aware of and understand PRF objectives, principles, rules, and procedures (including rights and responsibilities of communities);
- Roles of Kum ban facilitators explained to all stakeholders;
- Feedback and Resolution committee members selected and trained;
- Better understanding and coordination with all concerned departments;
- Schedule for the Village Vision meetings discussed and confirmed.

Duration:

1-3 days

Follow up: The Kum ban facilitators will ensure that all villagers are aware of the day and time for the Village Vision Meeting and continue to consult the community members to ensure full participation. The Kum ban facilitator will continue to consult with the community members on the number of groups that will be set up during the village vision meeting, if not yet finalized during the Village Orientation Meeting.