

# BANGLADESH TRIP REPORT

TRAINING TECHNICAL ASSISTANCE

JANUARY 31 - FEBRUARY 17, 1994

Maureen Comfort  
JSI/FPLM



Family Planning  
Logistics Management  
Project

FPLM

1616 N. Fort Myer Drive  
11th Floor  
Arlington, Virginia 22209 USA  
Tel: (703) 528-7474  
Telex: 272896 JSIW UR  
Fax: (703) 528-7480

## **I. Executive Summary**

Maureen Comfort of JSI/FPLM's Washington office traveled to Bangladesh January 31 to February 17, 1994 to continue assistance in Logistics Management Training (LMT) activities. The trip included three main tasks: assistance in conducting a Training of Trainers workshop in the new Supply Officers and Storekeepers curriculum for subcontractor trainers, monitoring of progress in data processing for the LMT impact evaluation, and initial needs assessment interviews for the Regional Logistics Management Training Course proposed for July 1994.

## **II. Background**

Logistics Management Training for Bangladesh MOHFP personnel has been supported by USAID since 1986, first directly under NIPORT, and then through contract with JSI/FPLM (1989 - 1992) and subsequently its subcontractor ACPR (1993). Training was conducted for six cadres of personnel. Four groups were composed of MOHFP supervisory staff and two of MOHFP and NGO logistics system personnel.

In 1993 FPLM/Dhaka management, supported by USAID/Dhaka, decided to focus its limited training resources on personnel working directly in the supply system, that is, MOHFP Supply Officers and Storekeepers, who work at the central to thana levels. Starting in November 1993, a group consisting of an FPLM/Washington consultant (Thompson), the FPLM/Bangladesh Training Coordinator, a NIPORT staff member and 2 ACPR trainers conducted a needs assessment for Supply Officers and Storekeepers. The needs assessment included field activities in four divisions and formed the basis for development of a completely new training curriculum for these target groups during December and January (93/94).

At the same time (November through January), initial work was completed on an impact evaluation of the Logistics Management Training conducted under JSI and ACPR. The evaluation was designed to cover all the training conducted by these two organizations from 1989 through 1993, as no other formal evaluation had yet been completed for this training. (In late 1993, GTZ/NIPORT did eventually conduct an evaluation of 5 of the 6 groups trained.) This consultant, 2 NIPORT staff, and 4 ACPR trainers together developed six evaluation questionnaires, two records checklists, and one observation checklist for stores and warehouses to use in sites visits to an estimated 80 thanas. Data collection was completed during late December and January. ACPR research staff began programming the database and entering data in early January, and were still processing the results as of the start of this visit.

### **III. Trip Objectives**

The Scope of Work for this technical assistance visit was as follows:

1. Work with local training counterparts, assist in development of Storekeeper and Supply Officer training curriculum.
2. Conduct Training of Trainers workshop for subcontractor trainers and three NIPORT staff in the Storekeeper and Supply Officer curriculum developed in #1 above.
3. Supervise practice training by subcontract and NIPORT staff in curriculum developed in #1 above.
4. Work with the programmer on the impact evaluation pre-analysis.
5. Conduct needs assessment for the proposed regional training course.

### **IV. Activities**

The first week and a half of the trip was spent preparing for and co-conducting a Training of Trainers workshop in the new Supply Officers and Storekeepers curriculum. Participants included the 6 ACPR logistics management trainers and 3 NIPORT training personnel, along with several observers. The TOT was followed by a field-testing of the curriculum, involving three days of work with thana storekeepers, and three days with supply officers and DRS storekeepers. For more details about the TOT and the field-testing of the new curriculum, including resultant findings and recommendations, see the Thompson trip report of 2/94.

Several meetings about the LMT impact evaluation were held with ACPR management and programming staff. Progress in processing the data collected from the field in December and January was assessed, and deadlines for completion of the initial programming specifications and of several additional analyses were agreed upon. For information about the conduct of the evaluation and subsequent results, please refer to the forthcoming Comfort trip report (estimated April 1994) which fully documents the entire training impact evaluation activity.

Three needs assessment interviews were conducted with JSI and DFP staff regarding the proposed Regional Logistics Management Training Course to be held in July 1994. Interviewees assessed the critical problems in the public sector distribution contraceptive system that could be addressed in such a regional course, and stated their desires for logistics system improvements to result from the training.

## **V. Findings and Recommendations**

**Finding:** Data processing for the Training Impact Evaluation is proceeding satisfactorily, if somewhat slowly. ACPR estimates that the initial programming specifications, as provided by memo of January 7, 1994, can be completed in February, leaving March for additional analyses. These additional analyses were agreed upon during two meetings at the end of this trip.

**Recommendation:** If the initial specifications for data processing cannot be completed by the end of February, a revised timetable with intermediate deadlines should be established. Compliance with these deadlines should be monitored via fax from JSI/Washington (Comfort), and in person by JSI/Dhaka (Mr. Anwar Hossain). The ACPR contract ends on March 31; all programming must be completed by that time.

**Finding:** From the limited needs assessment interviews conducted to date, three areas of specific interest are emerging: Transport, Logistics Supervision and Monitoring, and General Management Skills. The need to develop the knowledge and skills of program managers in all facets of logistics management was also expressed.

**Recommendation:** Further needs assessment interviews for the Regional Course should be conducted during the consultant's April technical assistance visit, even though its primary purpose will be to complete the training impact evaluation. Additional members of the JSI staff working directly with Ministry counterparts should be interviewed, along with potential trainees (if possible).

**Finding:** A variety of opinions were expressed about who potential participants from Bangladesh would be for the Regional Course, in terms of categories. More than one interviewee believed that participants could be drawn from groups as diverse as Thana Family Planning Officers, Deputy Directors, Division Directors or middle managers at the central level.

**Recommendation:** Selection criteria for participants in the proposed Regional Course should be discussed in detail with selection authorities prior to nomination of candidates, in order to ensure an appropriate match with the intended course audience. This can be done once the course goals and objectives and schedule are finalized in mid to late March. As in the case of all regional and other multi-country courses, FPLM/Washington reserves the right to final approval of candidates.