

PDABJ-620

sn-91154

**The Women and Infant Nutrition Field Support (WINS) Project**

**Report on the WINS Project Director's  
Visit to Uganda**

April 24 to May 5, 1994

**SUBMITTED BY:**

**Bibi Essama, M.S.W., M.P.H.  
WINS Project Director**

Education Development Center, Inc.  
1250 24th Street N.W., Suite 300  
Washington, D.C. 20037

May 23, 1994

**This assignment was funded by the Office of Nutrition of the United States Agency for International Development in Washington, through Contract No. DAN-5117-C-00-0015-00 with Education Development Center.**

## TABLE OF CONTENTS

	<b>Page</b>
ACKNOWLEDGEMENTS	ii
EXECUTIVE SUMMARY	iii
I. OBJECTIVES OF THE VISIT	1
II. ACTIVITIES	1
III. MAJOR ACCOMPLISHMENTS	3
IV. FOLLOW-UP ACTIONS	10
APPENDICES	
Appendix A:	Individuals Contacted
Appendix B:	Timetable for the Research Proposal Development Training Workshop for Rukungiri District
Appendix C:	Timetable for the Iganga Nutrition Planning Workshop
Appendix D:	Existing Structures in Iganga that will support the Nutrition Program

## **ACKNOWLEDGEMENTS**

**I would like to thank the Director of the Child Health and Development Centre (Dr. Jessica Jitta) for the excellent administrative and logistical support I received from the Centre.**

**I am particularly appreciative of having been met at the airport and of the transport provided by the Centre for my travel to the districts of Iganga and Rukungiri.**

**I am equally grateful for the assistance of Gladys (Namboza) in scheduling meetings with government officials on my behalf.**

## **EXECUTIVE SUMMARY**

At the request of in-country colleagues from the MOH (District Medical Offices of Iganga and Rukungiri) and the Child Health and Development Centre, I returned to Uganda on April 24, 1994, for a two-week consultative mission.

The purpose of my visit was to: i) participate in the Planning Workshop sponsored by the WINS Project in Iganga; ii) participate in the development of the research proposal for the Rukungiri district; iii) finalize and sign the two Memoranda of Cooperation between the EDC/WINS Project and the MOH and the EDC/WINS Project and the Child Health and Development Centre; and iv) meet with the administrative and political authorities of Iganga and Rukungiri district to explain the WINS Project's assistance to the districts.

I spent the major part of my stay in the two districts, where I participated in i) the Planning Workshop held April 25-27 in Iganga, ii) the monthly (April) meeting of the Program Steering Committee which was held in Iganga after the Planning Workshop, and iii) the Research Methodology Training Workshop held May 2-7 in Rukungiri.

### **A. Iganga Planning Workshop**

The purpose of the workshop was to engage the administrative and political authorities and the representatives of relevant technical services in the district in a broad-based process of formulating and adopting a three year nutrition strategic plan for the district and in the development of a multisectoral integrated workplan, within the framework of the district's three year development program.

The specific objectives of the workshop were to:

1. formulate specific strategies and identify the resources required to address priority nutrition problems in the district of Iganga;
2. identify the target groups for the proposed nutrition program;
3. identify and describe ways of promoting the multisectoral approach in the implementation of the nutrition program at all levels;
4. identify the key institutions (community-based organizations and groups, government departments and services, NGOs, etc.) which will be involved in the implementation of the proposed nutrition program and their respective roles and responsibilities;
5. identify and discuss potential problems and constraints and propose concrete strategies for overcoming these problems.

Specific activities included visits of selected sites in the district to observe primary health care and growth monitoring activities, small group presentations, discussions and plenary sessions.

I was particularly impressed by the high level of interest shown by the workshop participants and the administrative and political authorities in the district's nutrition program in general and in the WINS Project in particular. The highest ranking elected political officer in the district (Head of Resistance Council V) participated actively in all the workshop deliberations and pledged the support of his Council to the nutrition program. Specific nutrition program outputs were identified and discussed.

Although many participants were still struggling with the concepts of strategy, outputs, and activities, the discussions and group process were for the most part productive and translated into concrete resolutions. The participants reached agreement on the following main points:

1. The goal of the Iganga nutrition program is to improve the nutritional status of women (of childbearing age) and (children under the age of five years) who suffer from or are at risk of malnutrition in the district.
2. Specific program objectives include a reduction of the prevalence of underweight among children under the age of five (by three percent over a three year period) and maintaining the levels of wasting in children (under five years) below the current two percent level.
3. No specific targets could be set for the maternal nutrition component, due to the lack of data. The baseline nutritional survey planned under the MOH/CHDC/WINS collaborative program will provide data on the prevalence of maternal malnutrition in the district. This information will be used by the district team to set meaningful targets.
4. The participants emphasized the following strategies:
  - a. the need to strengthen the skills of multisectoral teams at the district, subcounty, parish and community levels to enable the teams to effectively plan and manage the nutrition program;
  - b. the need to revive and strengthen existing development committees at the county and subcounty levels to support the implementation of nutrition activities in the district;
  - c. the need to develop and pilot-test a nutrition information system at all levels in the district as an integral part of the district health information system;
  - d. the need to establish community-based approaches for monitoring and promoting the growth of young children in the district, to complement the

current facility-based growth monitoring activities;

e. the program will use a **multisectoral approach**. To ensure multisectoral collaboration, the nutrition program will be integrated into the district development plan and implemented as an integral component of the district primary health care program.

f. counties will continue to play an important role in the coordination of program activities, however, program implementation will be carried out at the subcounty, parish and community levels;

g. the program will support nutrition education at all levels in the district, the training of community health and other extension workers, and sensitization of community leaders and policy-makers through workshops and seminars;

h. given the high level of poverty in the district and the early marriage of young girls, there is an obvious need for income-generating activities to lessen the economic pressures on families and enhance household food security. Accordingly, the program will promote food security and income-generating activities at the community and household levels.

## **B. Research Methodology Training Workshop (Rukungiri district)**

The general objective of the workshop was to strengthen the capacity of the district management team in Rukungiri in the design and application of quantitative and qualitative research methods to assess and analyze the nutritional problems affecting their district and their underlying causes.

The specific objectives of the workshop were to:

1. develop a research proposal with the district team for the baseline survey of maternal and child nutrition to be carried out under the WINS/CHDC/MOH collaborative program;
2. develop and design the research instruments, in collaboration with the district team;
3. train the district team in data collection methods, in preparation for field work.

I was very impressed by the pedagogic and group process skills of the CHDC trainers and by the quality of their technical presentations. The training was broken down into short technical presentations covering different aspects of the research proposal development process (i.e. statement of the research problem, literature review, formulation of research objectives and variables, formulation of the study design, development of the study instruments, data collection

methods, strategies sampling and sample size considerations, planning for data collection, data management issues, planning for data analysis etc...). Important concepts related to each aspect were explained in non-technical terms, and examples from the local context were given to illustrate each point. Each session was followed by group work and plenary discussions. Various group process methods (including the card game) were used to capture the participants' interest and views and to analyze their inputs into clusters of ideas.

Given that the UDHS and the WINS RAP did provide some information regarding the magnitude of malnutrition in the district and its possible determinants, the participants agreed that the focus of this baseline study will be to determine the relative contribution of the identified factors to the problem and how these factors actually contribute to malnutrition in women and young children. Agreement was also reached regarding the specific questions to be addressed by the research and methodological issues related to the design and sampling strategies to be used. A major outcome of the workshop was the development of the research proposal and research instruments.

### **C. Meeting with USAID's Senior Staff**

My meeting with the USAID Mission's Program and Health Population/Nutrition officers (Norm Olsen and Jay Anderson) gave me the opportunity to learn about the Mission's overall program assistance strategy and focus, current Mission-funded PVO programs and activities, and prospects for USAID's continued support to PVOs. In addition, I updated the mission on the status of project activities and anticipated funding needs.

During my meetings with officials from the Ministry of Education and SHEP, I learned more about the SHEP committee's work and the technical resources available in areas related to the development of health/nutrition education materials. I also briefed the committee members on the WINS -sponsored training needs assessment and curriculum review exercises to be carried out in the two districts, in collaboration with the Ministry of Health. They expressed interest in participating in the planned assessment and curriculum review exercises.

My only disappointment during this visit was my inability to meet with Dr. Kyabbagu, Assistant Commissioner of Medical Services (MOH), to brief him on the status of the MOH/WINS collaborative activities and discuss outstanding issues. The MOH/Nutrition Division (Dr. Lwamafa and Ms. Wangwe) indicated that Dr. Kyabbagu "was out of town and there was no one acting in his absence". I also learned that the draft Memorandum of Agreement, which I had submitted to the MOH/N during my previous visit, had not been officially reviewed by the MOH and as a result, it was not ready for signature.

Despite this set back, I was able to achieve most of the objectives of my mission.

## **I. OBJECTIVES OF THE VISIT**

At the request of in-country colleagues from the MOH (District Medical Offices of Iganga and Rukungiri) and the Child Health and Development Centre, I returned to Uganda on April 24, 1994, for a two-week consultative mission.

The purpose of my visit was to: i) participate in the Planning Workshop sponsored by the WINS Project in Iganga; ii) participate in the development of the research proposal for the Rukungiri district; iii) finalize and sign the two Memoranda of Cooperation between EDC, WINS Project and the MOH and the EDC/WINS Project and the Child Health and Development Centre; and iv) meet with the administrative and political authorities of Iganga and Rukungiri district to explain the WINS Project's assistance to the districts.

I returned to Kampala on May 4 to: a) meet with USAID's Program Officer Norm Olsen and UNICEF's Health Program Officer (Mr. Mbidde); b) debrief with USAID HPN Officer Jay Anderson and c) finalize plans for the Training Needs Assessment and Curriculum Review consultancy which was scheduled to begin the following week. This latter activity required meetings with the Assistant Commissioner for Education (Mr. Sam Bakehena), the Deputy Coordinator of the School Health Education (SHEP) Program (Mrs. Margaret A. Ojara) and WINS Project counterparts from the Institute of Public Health (Ms. Imelda Zimbe) and the MOH Division of Nutrition (Ms. Ursula Wangwe and Ms. Christine Orone-Kanya).

## **II. ACTIVITIES**

On the first workday following my arrival in Kampala, I had a brief meeting with the USAID mission's HPN Officer (Mr. Jay Anderson) and paid a courtesy call to Ms. Ann Musoke, USAID's Health Project Manager. I explained the purpose of my visit and my need to sustain the momentum which had been built during my previous visit, in order to compensate for the implementation delays the program had experienced in the first six months. I also had the opportunity during my meeting with Jay Anderson to elaborate on specific points made in my trip report on which he had requested some questions. For instance, Jay inquired whether the EDC/WINS Project was planning to provide funding to UNICEF/Kampala to implement growth monitoring and educational interventions in the two districts. I reassured Jay that UNICEF does not receive any funds from the WINS Project. I added that EDC/WINS resources have been and will continue to be used to support the WINS Project's collaborative program with the CHDC, the District Medical Offices of Iganga and Rukungiri and the Division of Nutrition of the MOH. EDC and UNICEF will continue to collaborate in the two districts to provide technical and operational support to the district plans of action for nutrition, within the framework of the districts' primary health care programs. ...

I spent the major part of my stay in the two districts, where I participated in a) the Planning Workshop held April 25-27 in Iganga, b) the monthly (April) meeting of the Program Steering Committee which was held in Iganga after the Planning Workshop, and c) in the Research

**Methodology Training Workshop held May 2-7 in Rukungiri.**

**I returned to Kampala on May 4 to: a) meet with USAID's Program Officer Norm Olsen and UNICEF's Health Program Officer (Mr. Mbidde); b) debrief with USAID HPN Officer Jay Anderson and c) finalize plans for the Training Needs Assessment and Curriculum Review consultancy which was scheduled to begin the following week. This latter activity required meetings with the Assistant Commissioner for Education (Mr. Sam Bakehena), the Deputy Coordinator of the School Health Education (SHEP) Program (Mrs. Margaret A. Ojara) and WINS Project counterparts from the Institute of Public Health (Ms. Imelda Zimbe) and the MOH Division of Nutrition (Ms. Ursula Wangwe and Ms. Christine Orone-Kanya).**

**During my exit meeting with Jay Anderson, I briefed him on the status of the MOH/CHDC/WINS program activities and anticipated funding needs. I advised him that the budget for the operations research studies planned under the program had been underestimated and I inquired about the possibility of obtaining financial support from the USAID mission to complement existing resources. Jay indicated that the HPN program is also experiencing funding constraints resulting from the underfunding of their new bilateral health project (DISH). Nevertheless, he agreed to review the WINS operations research concept paper on child and maternal nutrition monitoring and to advise me of the Mission's decision.**

**My meeting with Mr. Norm Olsen gave me the opportunity to learn about the Mission's overall program assistance strategy and focus, current Mission-funded PVO programs and prospects for USAID's continued support to PVOs.**

**During my meetings with officials from the Ministry of Education and SHEP, I learned more about the SHEP committee's work and the technical resources available in areas related to the development of health/nutrition education materials. I also briefed the committee members on the WINS -sponsored training needs assessment and curriculum review exercises to be carried out in the two districts, in collaboration with the Ministry of Health. They expressed interest in participating in the planned assessment and curriculum review exercises.**

**I had two meetings with Ernst & Young's accountant (Ms. Fawn Cousens), to review the financial situation of the program and resolve outstanding issues. Ernst & Young is responsible for the management and disbursement of WINS Project funds in Uganda. The main issue that needed to be resolved was the lack of funds in the bank account to finance planned program activities. The funding issue was resolved within a few days, and no activities were delayed as a result.**

**My only disappointment during this visit was my inability to meet with Dr. Kyabbagu, Assistant Commissioner of Medical Services (MOH), to brief him on the status of the MOH/WINS collaborative activities and discuss outstanding issues. The MOH/Nutrition Division (Dr. Lwamafa and Ms. Wangwe) indicated that Dr. Kyabbagu "was out of town and there was no one acting in his absence". I also learned that the draft Memorandum of Agreement, which I had submitted to the MOH/N during my previous visit, had not been officially reviewed by the**

MOH and as a result, it was not ready for signature.

Despite this set back, I was able to achieve most of the objectives of my mission. The main accomplishments of my visit are described in the following section, according to each major activity.

### **III. MAJOR ACCOMPLISHMENTS**

#### **A. Iganga Planning Workshop**

The purpose of the Iganga workshop was to engage the administrative and political authorities and the representatives of relevant technical services in the district in a broad-based process of formulating and adopting a three year nutrition strategic plan for the district and in the development of a multisectoral integrated workplan, within the framework of the district's three year development program.

The specific objectives of the workshop were to:

1. formulate specific strategies and identify the resources required to address priority nutrition problems in the district of Iganga;
2. identify the target groups for the proposed nutrition program;
3. identify and describe ways of promoting the multisectoral approach in the implementation of the nutrition program at all levels;
4. identify the key institutions (community-based organizations and groups, government departments and services, NGOs, etc.) which will be involved in the implementation of the proposed nutrition program and their respective roles and responsibilities;
5. identify and discuss potential problems and constraints and propose concrete strategies for overcoming these problems.

Specific activities included visits of selected sites in the district to observe primary health care and growth monitoring activities, small group presentations, discussions and plenary sessions.

All the presentations and plenary sessions were facilitated by various staff members from the District Medical Office of Iganga and other government technical departments (Agriculture and Veterinary Medicine, Education, Nutrition, Community Development, Women's Affairs etc.) and by representatives of selected local NGOs. The District Medical Officer of Rukungiri was also invited to facilitate a session and share the experiences of his district with his colleagues from the district of Iganga. The UNICEF Health Program Officer (in charge of Primary Health Care) and myself acted primarily as observers, but not infrequently as technical resource

persons, whenever we were called upon to provide our input on specific issues.

I was particularly impressed by the high level of interest shown by the workshop participants and the administrative and political authorities in the district's nutrition program in general and in the WINS Project in particular. The highest ranking elected political officer in the district (Head of Resistance Council V) participated actively in all the workshop deliberations and pledged the support of his Council to the nutrition program. He provided very useful insights and suggestions regarding ways of mobilizing community support for the nutrition program and optimizing the delivery of nutrition services within the existing administrative and political structures at various levels within the district.

Specific nutrition program outputs were identified and discussed. The workplan for the WINS Project's support to the Iganga district which was developed during my visit in March, in collaboration with the DMO of Iganga and other members of the Program Steering Committee (PSC), was circulated to all the participants for their review, to ensure its effective integration into the district comprehensive nutrition program.

Although many participants were still struggling with the concepts of strategy, outputs, and activities, the discussions and group process were for the most part productive and translated into concrete resolutions. The participants reached agreement on the following main points:

1. The goal of the Iganga nutrition program is to improve the nutritional status of women (of childbearing age) and (children under the age of five years) who suffer from or are at risk of malnutrition in the district.
2. Specific program objectives include a reduction of the prevalence of underweight among children under the age of five (by three percent over a three year period) and maintaining the levels of wasting in children (under five years) below the current two percent level.
3. Although the participants agreed on the need to reduce the prevalence of maternal undernutrition in the district, no specific targets could be set, due to the lack of data. The baseline nutritional survey planned under the MOH/CHDC/WINS collaborative program will provide data on the prevalence of maternal malnutrition in the district. This information will be used by the district team to set meaningful targets.
4. The participants emphasized the following strategies:
  - a. the need to strengthen the skills of multisectoral teams at the district, subcounty, parish and community levels to enable the teams to effectively plan and manage the nutrition program;
  - b. the need to revive and strengthen existing development committees at the county and subcounty levels to support the implementation of nutrition

activities in the district;

c. the need to develop and pilot-test a nutrition information system at all levels in the district as an integral part of the district health information system;

d. the need to establish community-based approaches for monitoring and promoting the growth of young children in the district, to complement the current facility-based growth monitoring activities;

e. the program will use a **multisectoral approach**. To ensure multisectoral collaboration, the nutrition program will be integrated into the district development plan and implemented as an integral component of the district primary health care program.

f. counties will continue to play an important role in the coordination of program activities, however, program implementation will be carried out at the subcounty, parish and community levels;

g. the program will support nutrition education at all levels in the district, the training of community health and other extension workers, and sensitization of community leaders and policy-makers through workshops and seminars;

h. given the high level of poverty in the district and the early marriage of young girls, there is an obvious need for income-generating activities to lessen the economic pressures on families and enhance household food security. Accordingly, the program will promote food security and income-generating activities at the community and household levels.

In addition to meeting the workshop's objectives, my participation in the workshop gave me the opportunity to:

1. confirm the level of interest in and commitment of the district to nutrition in general and to WINS/Iganga collaborative activities in particular;
2. learn more about the existing organizational structures and entry points for the delivery of nutrition services in the district;
3. reach an understanding with the district team regarding the indicators that will be used to monitor and evaluate the impact of the nutrition program and of the MOH/CHDC/WINS collaborative activities in the district.

I was also able to reassure the district authorities of EDC's commitment to the Iganga nutrition

program and to help the participants focus on issues of sustainability, integration and local management of the program. I gained a better appreciation of program opportunities and resource constraints in the district, and as a result, I left Iganga with renewed optimism regarding the possibilities for broad-based multisectoral support to the district nutrition program. The insights I gained as well as the outputs, strategies and activities which were discussed during the workshop were subsequently taken into account in revising the MOH/CHDC/WINS program description document.

#### **B. Research Methodology Training Workshop (Rukungiri district)**

The general objective of the workshop was to strengthen the capacity of the district management team in Rukungiri in the design and application of quantitative and qualitative research methods to assess and analyze the nutritional problems affecting their district and their underlying causes.

The specific objectives of the workshop were to:

1. develop a research proposal with the district team for the baseline survey of maternal and child nutrition to be carried out under the WINS/CHDC/MOH collaborative program;
2. develop and design the research instruments, in collaboration with the district team;
3. train the district team in data collection methods, in preparation for field work.

My motivation for attending the training workshop was to observe the capacity building and training approaches used by the CHDC to strengthen the research capabilities of the district team and to participate in the process of developing the research questions to be included in the baseline survey.

The training workshop was conducted in Rukungiri by the CHDC research team (Dr. Jessica Jitta, Ms. Louise Sserunjogi and Mr. Danstan Bagenda). It was held in the conference hall of the Rugarama Health Centre, a primary care facility. Eleven participants (out of the 20 applicants who were interviewed) were selected to participate in the workshop. They came from various technical departments within the district and their backgrounds were in agriculture, veterinary medicine, health, community development and home economics. The majority of them had had very limited experience with research, primarily in data collection.

The workshop was scheduled to last five days (May 2-7). Due to time constraints, I attended only the first three days, during which most of the technical presentations were given and the research proposal was developed. The last two days were allocated to the development of the research instruments.

I was very impressed by the pedagogic and group process skills of the CHDC trainers and by the quality of their technical presentations. The training was broken down into short technical

presentations covering different aspects of the research proposal development process (i.e. statement of the research problem, literature review, formulation of research objectives and variables, formulation of the study design, development of the study instruments, data collection methods, strategies sampling and sample size considerations, planning for data collection, data management issues, planning for data analysis etc...). Important concepts related to each aspect were explained in non-technical terms, and examples from the local context were given to illustrate each point. Each session was followed by group work and plenary discussions. Various group process methods (including the card game) were used to capture the participants' interest and views and to analyze their inputs into clusters of ideas.

At the end of each day, the participants were asked to critique the day's proceedings and to make concrete suggestions for improving the learning and group process.

The participants completed the first draft of the research proposal during the first two days of the workshop, as part of the training process. They were expected to continue to work with the CHDC during the remainder of the workshop to develop the research instruments, and in the month following the workshop to finalize the research protocol and the instruments.

The CHDC will use a similar process to develop the research protocol for the Rukungiri district. The CHDC will forward the research protocols and instruments to EDC/WINS for review and comments as soon as they are completed. Data collection is scheduled for July 1994 in the two districts.

Given that the UDHS and the WINS RAP did provide some information regarding the magnitude of malnutrition in the district and its possible determinants, the participants agreed that the focus of this baseline study will be to determine the relative contribution of the identified factors to the problem and how these factors actually contribute to malnutrition in women and young children. Accordingly, the objectives of the Rukungiri baseline study were formulated as follows:

### **General Objective**

Generate accurate and reliable information on the maternal and child nutrition needs of the study communities and determine the extent to which and the manner in which the identified factors contribute to malnutrition in the district.

### **Specific Objectives**

- determine the factors (amongst the known ones) which are most important in determining stunting and underweight in Rukungiri district;
- determine how these factors contribute to the problems of stunting and underweight in the district (this objective will require qualitative research methods);

- provide an updated assessment of the prevalence of stunting and undernutrition among children under the age of five years in the district; and
- determine the prevalence of maternal undernutrition in the district.

## **Research design**

The proposed research will be both descriptive and analytical; retrospective and observational; and a cross-sectional study.

## **Sampling Strategy and Sample Size**

- The method that will be used in the Rukungiri study is the multistage (in this case a three-stage) sampling or cluster sampling method. This means that first, the research team will randomly select a sample of counties from a listing of all counties in the district. Then, within the selected counties, the team will randomly draw a sample of parishes. Within selected parishes, the team will randomly draw a sample of households.
- Based on the statistical formula used for prevalence studies, it was determined that approximately 800 children under the age of five years will be needed for the study. Since it is estimated that there are approximately two children in that age group in every household in the Rukungiri district, it was determined that about 400 households ( $800/2$ ) will need to be visited. It was further decided that all children under the age of five who are found in every study household will be included in the study, and this procedure may result in an increase in the total number of children under the age of five years who are measured.
- As for the estimate of the sample size for women to be included in the study, the participants decided that all women of childbearing age (15-49 years, including the mothers of the study children) will be included in the study. This decision was based on the fact that i) there is no data on the prevalence of maternal undernutrition in the district and ii) the WINS RAP indicated that mothers of malnourished children also tended to be malnourished.
- Based on the above requirements, 30 parishes will be selected randomly in the district, and they will comprise a total of 60 RC1 or subparishes. The research team decided, therefore, that 7 households will be surveyed in each RC1, thus bringing the total sample of households to 420.
- For the purpose of this study, a household in Rukungiri is defined as "a group of people who are sharing food from the same cooking pot".

### **C. In-country Planning for the Training Needs Assessment and Curriculum Review Consultancy**

In response to a letter I received from Mr. Bakehena (Assistant Commissioner for Education, Ministry of Education) in which he indicated his Ministry's interest in collaborating with the WINS Project to strengthen the maternal and child nutrition components of the School Health Education program of the Primary Teachers' Colleges, and in view of the training needs assessment and curriculum review exercises which were planned under the WINS collaborative program, I decided to meet with Mr. Bakehena and his colleagues to discuss his request and the Ministry's possible participation in the planned assessment.

My initial meeting with Mr. Bakehena and Mr. Emmanuel Kusemerewa (Senior Education Officer, SHEP) focussed essentially on the Ministry's program needs and activities in the area of training needs assessment and curriculum reform. A follow-on meeting was held with Mr. Bakehena, Ms. Imelda Zimbe (IPH) and Mrs. Margaret A. Ojara (Deputy Coordinator of SHEP) to discuss plans for the Ministry's participation in the WINS-sponsored training needs assessment. Both meetings were fruitful and led to the following resolutions:

1. Given the WINS Project's focus on community-based approaches and female and child nutrition, and the Ministry's increasing emphasis on community practice and food and nutrition as important components of the school health education curriculum and training of primary and secondary school teachers, the Ministry indicated that the WINS Project provides an excellent opportunity for strengthening existing school health education and co-curricular programs in the districts of Iganga and Rukungiri. Both districts have Primary Teachers' Colleges with a predominantly female student population.
2. The female students would particularly benefit from the revised curriculum and training program as they will be better prepared for leadership roles at the grassroot level among their peers in the women clubs.
3. Based on the above points, the scope of work for the WINS sponsored training needs assessment and curriculum review exercises will be broadened to include a review of the health and nutrition education curriculum for primary Teachers' College in the two districts.
4. An education expert from the Ministry of Education's School Health Education Program (SHEP) will participate in the planned training needs assessment and curriculum review consultancy, in collaboration with an external consultant from the WINS Project and other professionals from the MOH's Division of Nutrition and the Institute of Public Health (IPH).

#### **IV. FOLLOW-UP ACTIONS**

The following actions were identified as requiring immediate follow-up:

- A. Finalize the scope of work for a short-term consultant to travel to Uganda by mid-May to assist the in-country team with the development of the methodological framework and instruments required for the training needs assessment and review of the nutrition education curricula (Responsible Person: B. Essama; Completion Date: first week of May).**
- B. Develop the research protocols and instruments, prepare a workshop report and forward these documents to EDC/WINS and other relevant groups for review and comments. (J. Jitta and L. Sserunjogi, June 10).**
- C. Submit Financial Reports covering all workshop expenses (Ernst & Young, May 10).**
- D. Order the equipment and supplies (scales, height and length boards, measuring tapes etc.) required for the field surveys (B. Essama and J. Lagos, June 20).**

# APPENDIX A

## APPENDIX A

### INDIVIDUALS CONTACTED

#### A. MINISTRY OF EDUCATION AND SPORTS

**Mr. Samuel B. Bakehena**  
Assistant Commissioner for Education  
Inspectorate for Teacher Education

**Mr. Kusemerewa**  
Senior Education Officer

**Mrs. Margaret A. Ojara**  
Deputy Coordinator  
School Health Educator  
Program (SHEP)

**Mr. Wanga-Kizza Eria**  
Coordinator  
School Health Education  
Program (SHEP)

#### B. MINISTRY OF HEALTH

**Dr. James Akatwijuka**  
District Medical Officer  
Medical Office of Rukungiri  
P.O. Box 68, Rukungiri, Uganda  
Telephone: 256-48-642171

**Dr. James Baguma**  
District Medical Officer  
Medical Office of Iganga  
P.O.Box 152, Iganga, Uganda  
Telephone: 256-49-52147

**Dr. Denis Lwamafa**  
Chief, Nutrition Division  
Ministry of Health  
Entebbe, Uganda  
Telephone: 256-42-20401

**Mrs. Christine Orone-Kanya**  
Training Officer Nutrition Division  
Ministry of Health  
Entebbe, Uganda  
Telephone: 256-42-20401

**Ms. Ursula Wangwe**  
Nutritionist  
Nutrition Division  
Ministry of Health  
Entebbe, Uganda  
Telephone: 256-42-20401

**C. CHILD HEALTH AND  
DEVELOPMENT CENTRE**

P.O.Box 6717  
Old Mulago, Kampala, Uganda  
Telephone: 256-41-530325  
256-41-541684

**Mr. Danstan Bagenda**  
Biostatistician

**Mr. Augustin Mutumba**  
Administrator

**Dr. Jessica Jitta**  
Director

**Ms. Louise Sserunjogi**  
Nutritionist

**D. INSTITUTE OF PUBLIC HEALTH**

Makerere University  
New Mulago, Kampala

**Ms. Imelda Zimbe**  
Nutritionist

**E. UNICEF/KAMPALA FIELD OFFICE**

P.O.Box 7047  
Kampala, Uganda  
Telephone: 256-41-259914  
Fax: 256-41-259146

**Mr. Mbidde**  
Health Program Officer

**F. UNITED STATES AGENCY FOR  
INTERNATIONAL  
DEVELOPMENT**

Uganda Mission, Kampala  
Telephone: 256-41-235174  
256-41-235879  
256-41-241521  
Fax: 256-41-233417

**Mr. Jay Anderson**  
Health/Population/Nutrition Officer

**Mr. Norman OLSEN**  
Program Officer

**Mrs. Ann Musoke**  
Health Project Officer

## **APPENDIX B**

## APPENDIX B

### RESEARCH METHODOLOGY TRAINING WORKSHOP FOR RUKUNGIRI DISTRICT TEAM

Conducted by CHDC (May 2 - 7, 1994)

#### Timetable

#### Day 1: Monday 2 May 1994

<u>Time</u>	<u>Session</u>	<u>Facilitator</u>
8:30 am	Orientation to Workshop	Louise Sserunjogi
9:15 am	General Introduction to Research	Jessica Jitta
10:00 am	<b>Tea Break</b>	
10:30 am	Statement of Research Problem Rationale/Significance	Danstan Bagenda
11:00 am	Group Work/Exercise	
12:00 noon	Group Presentations (10 minutes per group)	
12:30 pm	Plenary Discussion	
1:00 pm	<b>Lunch</b>	
2:00 pm	Literature Review/Sources of Information	Louise Sserunjogi
2:30 pm	Research Objectives and Variables	Danstan Bagenda
3:15 pm	Group Work	
4:00 pm	<b>Tea Break</b>	
4:30 pm	Group Work (continued)	
5:00 pm	Group Presentations (10 minutes each)	
5:30 pm	Plenary Discussion	

5:45 pm            Review of Day/Completion of Evaluation  
Forms by Participants

6:00 pm            Closing

**Day 2: Tuesday 3 May 1994**

<b><u>Time</u></b>	<b><u>Session</u></b>	<b><u>Facilitator</u></b>
8:30 am	Study Design (type)	Dan Bagenda
9:30 am	Data Collection Methods	Jessica Jitta
10:30 am	Tea Break	
11:00 am	Plenary Discussion	
11:30 am	Study Instruments/Questionnaire Development	Louise Sserunjogi Jessica Jitta
12:30 pm	Group Work	
1:00 pm	Lunch	
2:00 pm	Group Work (cont'd.)	
2:30 pm	Sampling Strategies Sample Size Considerations	Dan Bagenda
3:00 pm	Tea Break	
4:00 pm	Group Work	
4:30 pm	Plenary Discussion	
5:15 pm	Review of the Day/Filling of Evaluation Forms	
5:30 pm	Closing	

**Day 3: Wednesday 4 May 1994**

<b><u>Time</u></b>	<b><u>Session</u></b>	<b><u>Facilitator</u></b>
8:30 am	Plan for Data Collection: <ul style="list-style-type: none"><li>- Clearances and Ethical Considerations</li><li>- Recruitment and Training of Interviewers and Supervisors</li><li>- Timing and Time Frame of Study</li></ul>	Louise Sserunjogi/ Jessica Jitta
9:30 am	Group Work	
10:30 am	Tea Break	
11:00 pm	Plan for Data Collection: <ul style="list-style-type: none"><li>a) Quality Control<ul style="list-style-type: none"><li>- Supervision (field diaries)</li><li>- Standardization of Procedures &amp; Measurements</li><li>- Possible Sources of Error and Limitations of Study</li></ul></li><li>b) Previsits and Pretest of Methodology, Tools and Instruments</li><li>c) Data Management Issues<ul style="list-style-type: none"><li>- Checks for Completeness and Accuracy (field editing)</li><li>- Data Storage and Data Processing</li></ul></li></ul>	Jessica Jitta/ Louise Sserunjogi
12:00 pm	Group Work	
1:00 pm	Lunch Break	
2:00 pm	<ul style="list-style-type: none"><li>- Plan for Fat Analysis</li><li>- Plan for Utilization and Active Dissemination of Results</li></ul>	
2:30 pm	Group Work	
3:00 pm	Work Planning and Scheduling (group work)	
3:30 pm	Budget	
4:00 pm	Tea Break	

4:30 pm	Group Work
5:00 pm	Plenary Discussion
5:15 pm	Review of the Day/Filing of Evaluation Forms
5:30 pm	Closing

**Day 4: Thursday 5 May 1994**

<b><u>Time</u></b>	<b><u>Session</u></b>	<b><u>Facilitator</u></b>
8:30 am	Training of Interviewers and Supervisors	CHDC Research Team
10:30 am	Tea Break	
11:00 am	Training of Interviewers and Supervisors (cont'd.)	
1:00 pm	Lunch	
2:00 pm	Pre-visit and Field Pre-testing of Methods and Instruments	CHDC Research Team
5:30 pm	Closing	

**Day 5: Friday 6 May 1994**

<b><u>Time</u></b>	<b><u>Session</u></b>	<b><u>Facilitator</u></b>
8:30 am	Feedback on Pre-visit and Pre-testing - Plenary Discussions Debriefing	Jessica Jitta/ Louise Sserunjogi
10:30 am	Tea Break	
11:00 pm	Finalizing Instruments and Research Proposal	Jessica Jitta/ Louise Sserunjogi
1:00 pm	Lunch	
2:00 pm	Preparation for Next Stage - Data Collection	Jessica Jitta/ Louise Sserunjogi
4:00 pm	Tea Break	

4:30 pm                      Review and Evaluation of Workshop

Jessica Jitta/  
Louise Sserunjogi/  
J. Akatwijuka

5:00 pm                      Closing Ceremony

(Danstan Bagenda, April 14, 1994)

**RESEARCH METHODOLOGY TRAINING WORKSHOP**

**DAILY EVALUATION FORM\***

1. What did you think of the presentation of today's topics:

(a) Were they relevant? Y/N (Comments):

.....  
.....

(b) Were the presentations clear enough?

1- Confusing/Unclear    2- Fairly clear    3- Clear

Comments .....  
.....

2. What is your opinion of the training methods used in today's sessions?

(a) Session topic: .....  
Comments on training methods used:

.....  
.....  
.....

(b) Session topic: .....  
Comments on training methods used:

.....  
.....  
.....

(c) Session topic: .....  
Comments on training methods used:

.....  
.....  
.....

3. Do you think that every member had a chance to gain from the sessions presentation? Y/N:

Comments: .....  
.....

4. Sessions Handouts: 1- None                      2- Unclear                      3- Useful

5. Do you have any suggestions regarding the method of presentation?

.....  
.....  
.....

---

\* Prepared by CHDC (Danstan Bagenda)

## **APPENDIX C**

## APPENDIX C

### IGANGA NUTRITION PLANNING WORKSHOP

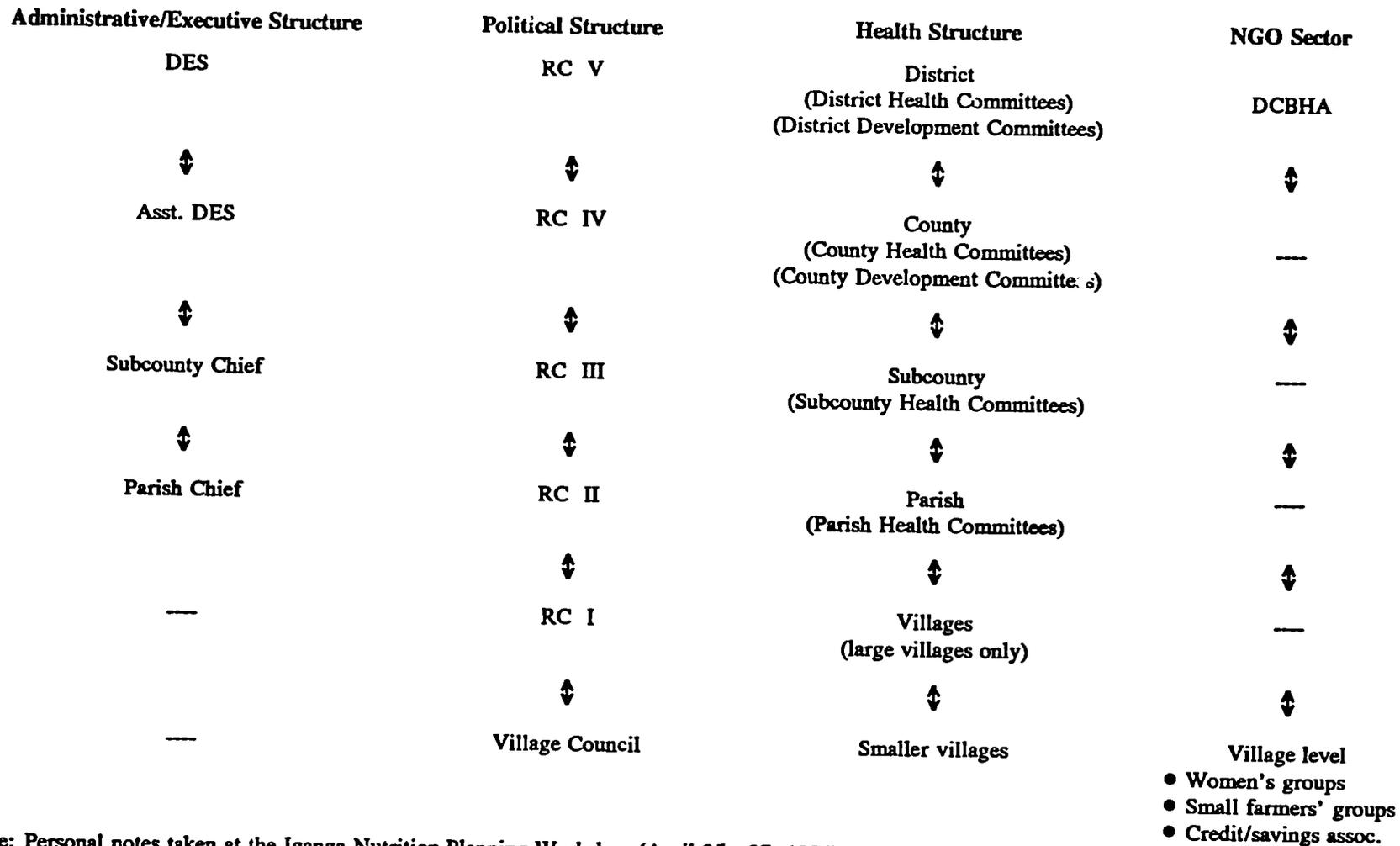
#### Timetable

DATE	TIME	TOPIC	RESPONSIBLE
Monday 25th April 1994	8:00 - 9:00 am	Embu Recommendation	All
	9:00 - 11:00 am	Introduction to field visit	Dr. J. Baguma
	11:00 - 3:00 pm	Site Visits Group I: Ikumbya Village in Luuka County Group II: Nawasenga Village in Bugweri County Group III: Magogo Village in Kigulu County	All
	3:00 - 6:00 pm	Presentation of Field Reports	All
Tuesday 26th April 1994	8:00 - 10:00 am	Community Management Systems	Dr. D.K.W. Lwamafa & Ms. J. Baryge
	10:00 - 12:00	Actors & their roles	Louise Sserunjogi & Robinah L. Kiwanuka
	12:00 - 1:00 pm	Indicators for Monitoring and Evaluation	Ms. Ursula Wange & Ms. Imelda Zimbe
		Lunch Break	
	2:00 - 3:00 pm	Indicators Cont.	Ms. Ursula Wangwe & Ms. Imelda Zimbe
	3:00 - 5:00 pm	Potential problems & constraints	Christine Orone Kanya Dr. J. Baguma
	5:00 - 6:00 pm	Introduction to Workplan Framework	All
Wednesday 27th April 1994	8:00 - 1:00 pm	Development of District Nutrition Plan of Action	All
		Departure	
	2:00 - 3:00 pm	P.S.C. Meeting	Ursula Wangwe

## **APPENDIX D**

## APPENDIX D

### EXISTING STRUCTURES IN IGANGA THAT WILL SUPPORT THE NUTRITION PROGRAM



Source: Personal notes taken at the Iganga Nutrition Planning Workshop (April 25 - 27, 1994).