NGO REVIEW MEETING : 2/2/2011

On 2nd February 2011 the NGO review meeting was held at Sriji Guest House,Kamla Nagar, Agra from 10-5 p.m. List of participants along with the agenda in details is attached herewith. 3 Partner NGOs namely Adarsh Sewa Samiti, Nirphad, & Award participated in the meeting. The entire project team of the NGO starting from PC, FMDC, & ORWs attended the meeting and actively participated in the discussion held. Apart from it the UHI city team such as TO-M&E, TO-SM, TO-Voucher, TO- Quality assurance & TO- Communication contributed to build up the capacity of the participants on their respective areas. Overall facilitation is done by TO-COCM. Other members of city team were also present there in the meeting which added a greater advantage to enrich knowledge & skills of the Participants.

The main focus was on the following points:

- Progress review
- Emphasize on community process
- Scale up of new areas adjacent to the existing slums of the NGOs
- Correct Condom Demonstration
- Detailed discussion on how to prepare DIP & Work-plan deliverables
- Action plan for the next month
- Open discussion on issues/challenges & the possible solutions

Major decisions taken:

- Community groups to be strengthened for which meetings with existing groups on a weekly interval to be held by ORWs. Initiative would be taken to form new Groups too.

- People already in to the any method of Family planning Process could be role model for others in the community. As they need to share their experience in the community meeting to boost up the Group morale.
- All the ORWs to update their skills on correct condom demonstration procedure and the same is applicable for Peer Educators.
- Condom demonstration would be held in community meeting/one to one interaction to improve correct & consistent use of condom among the community.
- ORWs to upgrade their in formations on TO & NTOs in their respective areas.
- Local health songs collected from NGOs to be consolidated & would be available soon in the form of leaflet/booklet for dissemination.
- Most difficult cases or especially follow-up cases to be planned out in advance (by Counselor & PC) again in area wise for further counseling by UHI counselor who then in turn will be going to the field along with the ORWs/Peers to solve the above purpose.
- Stakeholders meeting & advocacy meeting must be organized & facilitated by PC in their respective area in a regular periodic interval to address the upcoming issues and to have a better coordination with the community.
- Client flow could be regular other than service delivery day.
- In any of the service delivery site if some issue is aroused regarding least attention to the clients the same is to be addressed by the ORWs & then PC with the coordination of UHI counselor by polite discussion with them or bringing it to the notice of the concerned authority with a light/polite discussion.
- A detail discussion was held on how to prepare DIP separately for 3 years. 2011,12,& 13. but the priority attention to be given on the CY 2011.

Methods used:

Basically participatory method was ensured in all the sessions during the meeting. Besides this Power point Presentation, Lectured method, Group work, Brain storming & games were used during the meeting as a whole.

Conclusion:

Various Constraints to execute the Programme in the field & their possible solutions were presented by the participants. Last but not the least the meeting was over with a happy ending along with a message on team work with team spirit.

NGO REVIEW MEETING AGENDA: 02/2/2011

TIME	TOPIC	RESPONSIBILITY
10 a.m.- 11.30 a.m.	Performance Review and discussion	UHI Team & NGO
11.30 a.m.- 12.00 p.m.	Discussion on Scale up areas & slum distribution among NGOs	UHI Team & NGO
12 p.m. – 1.00 p.m.	Issue/ Challenges & best possible solutions	UHI Team & NGO
1.00 p.m. – 1.30 p.m.	Record keeping & timely report/data submission	UHI Team & NGO
1:30 p.m. – 2.00 p.m.	Lunch	UHI Team & NGO
2.00 p.m.- 4.30 p.m.	Detailed Discussion on DIP & Work plan Deliverables	UHI Team & NGO
4.30 p.m.- 5.00 p.m.	Action plan	UHI Team & NGO
5.00 p.m.- 5.30 p.m.	Discussion on other issues & Vote of Thanks	UHI Team & NGO