

**Report
on
Capacity Building Training of Municipality Technicians on “Agriculture
Development Planning, Data Base Management and Farmers
Registration in Lumbini Province”**



Organized by: MoLMAC, Lumbini Province and TCF-ADS

Training period: 14th March – 13th April 2021

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Part- 1.

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Chapter 1

1. Brief Report of the Capacity Building Training (CBT) Programme for local level technicians

1.1 Background

Considering slow growth of agriculture and underlying challenges, Government of Nepal approved the 20-year Agriculture Development Strategy – ADS (2015-2035). This document has been prepared to guide the agriculture sector for Nepal from 2015 AD to 2035 AD and has envisioned the agriculture sector to be a self-reliant, sustainable, competitive and inclusive sector that drives economic growth, job creation and contributes to improved livelihoods and food and nutrition security. Vision component of ADS has set out some specific targets and indicators that have to be supported through implementation of different programs and activities. Realizing the changed national political scenario, this document which was prepared in earlier system and is necessary to be facilitated according to the new national structure, TCF-ADS through cooperation of European Union has been supporting Nepal government to help internalize this document across the provinces and all local levels of the country.

Agriculture, with livestock and forestry are the major means of the livelihood for the majority of people in rural area. Agriculture is the major sector of municipal's economy. Agricultural activities varies from production to marketing in all 109 municipals. The status of existing agricultural enterprises of municipals depending upon availability of production factors. Structurally agriculture and livestock sections are put under Economic Development Committee (EDC) of local government Government. So it is important to orient the Coordinator of EDC towards the development of agriculture sector and also need to be capacitate local level staffs.

ADS has clearly focused the need of farmers identification for accessing the reliable farmer data sources and use of those reliable data sources for sound planning that becomes the only basis for sound implementation of the programs. Technical officers from respective provinces were trained by central team on various aspects of program planning, data collection and Farmers registration who were then mobilized to sensitize and train the technical staffs (agriculture and livestock) of local levels of respective districts regarding the same. Ministry of Land Management, Agriculture and Cooperatives in collaboration with TCF to ADS organized training workshop that was designed to build local capacities with the following objectives;

1.2. Main objective

Carry out a technical training workshop to build the capacities of the local level technicians involved in agriculture and livestock development activities.

1.3 Specific Objectives

- To familiarize participants' knowledge on Agriculture Development strategy.

- To guide local level technical staffs in various methods and approaches for effective program planning.
- To support for the organized agriculture and livestock data collection and documentation methodology from ward level to Palika level.
- To provide technical guideline/knowledge on launching of Farmers Registration Software application as campaign basis.

1.4 Methodology:

For the initiation of CBT workshop in municipals of Lumbini province , first it was discussed with planning, monitoring and evaluation division followed by other division's chief and Secretary of MoLMAC. The discussion was focused on how to make high and logical participation from municipals and process to be adopted to invite participants. The initiation of CBT workshop and Coordination meeting was proceed through formal official letter signed by MoLMAC secretary to the respective 109 municipals. The same initiative was taken for releasing of trainers (resource person) from concerned offices. The workshop was organized by MoLMAC in support of TCF- ADS in respective district head quarter. The detail training methodology are as follows;

Training methods

Various techniques for training were used to involve participants in learning. Interactive and participatory training methods were applied in the three -day CBT workshop. The following methods were used in the workshop:

- **Lecture and presentation by the trainers**

The major training contents prepared by the TCF-ADS team were presented by trainers and ADS expert through using PPT. All the presentations by resource persons were followed by open discussions among the participants.

- **Group Discussion and exercise**

Purpose of the group discussion was to give participants chance to review the problems and challenges faced by the local level technicians. Participants were divided into 3-4 groups depending upon number of total participants. The trainers and ADS Expert facilitated the whole group discussion process and exercise. Trainees were designated to analyze the situation and problems of faced by the farmers' in their respective Palikas. Based on the results of the SWOT analysis, value chain analysis, problem cause tree analysis and relevant methods were discussed. The results of the group discussion were formulated into action plan.

- **Presentations**

Through classroom presentation participants could share the experiences and results from other groups, at the same time, it also provide each group an opportunity to comment the presentations of other groups. Each group selected one participant to present the results of group exercise in the classroom. All training materials were provided to the participants in pen drive (16 GB).

Training Tools

In order to manage the training with high quality, the following facilities were used:

- PPT Projector.
- Markers
- Brown paper
- Notebook and Dot pen
- Met cards
- Masking tap
- Pen drive (16GB) distribution

1.5 Participants

A total of 215 out of 218 participants from all 109 palikas of 12 districts of Lumbini province attended the training workshop. Participants were from two disciplines namely agriculture and livestock section. The qualification of trainees found to be ranges from JTA to B.sc. and MSc. Ag. A full list of all participants can be found in Annex 1.

1.6 Resource person for Capacity Building Training (CBT)

A total of 11 resource persons were mobilized for the Capacity Building Training of local levels of Lumbini province. Out of 11 resource persons, 3 from AKC, 3 from VHLSEC, 2 from PMAMP, 2 from MoLMAC and 1 from IALDO were mobilized in coordination with DoAD and DOFLD. The provincial level participants who attended in the ToT on Farmers Registration Software has been also mobilized as resource person in each district. The details of resource persons are listed below in table 1.

Table 1. Resource persons for Local levels Training program in Lumbini province.

S.N	Name of the Resource persons	Organization	Positions	Contact No	Email ID
1	Sanjaya Dhakal	MoLMAC, Planning Division	Planning Officer	9857041231	Sanjayadhakal193@gmail.com
2	Bibek Pant	AKC Arghakhanchi	Agri. Ext. Officer	9851158170	Bibikpanta7@gmail.com
3.	Dr. Harinarayan Tharu	IALDO, Pyuthan	Liv. Dev. Officer	9867149152	tharuhnp@gmail.com
4.	Binod Sunar	AKC Arghakhanchi	Agri. Ext. Officer	9868626343	Agbinod.afu@gmail.com
5	Dr. Suman Khanal	IALDO, Bardiya	Liv. Dev. Officer	9855053769	Sumankhanal107@gmail.com
6	Anup Tiwari	MoLMAC	Agri.Economics	9847841758	tanup4078@gmail.com
7	Humakant Pandey	MoLMAC	Livestock Officer	9847206639	Humkanta.pandey@gmail.com
8	Dinesh Kumar Battarai	AKC, Arghakhanchi	Agriculture Officer	9858320099	Dineshbhattarai3@gmail.com
9	Suman Khanal	PMAMP, Gulmi	Agriculture Officer	9867155674	-
10	Yubraj BK	PMAMP, Banke	Agriculture Officer	9848011147	Yuvrajbk84@gmail.com

11	Binod Ghimire	IALDO, Bardiya	Senior Economist	Agri	9857038297	binodghim@gmail.com
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1.7 Training cluster, participants number, venue and date of CBT program conducted in Lumbini province

The 12 districts of Lumbini province were divided into six cluster (2 in each cluster) depending upon accessibility, best utilization of resource and time management. The number of participants in each training would be between 20 -25. All 218 participants were estimated to be accommodated in 11 trainings. The appropriate venue for each training was selected in coordination with AKC/VHLSEC of concerned district. Two trainings were simultaneously conducted at a time considering all management parameter. The whole trainings of Lumbini province completed between 14 March to 13 April 2021 (one month) with efficiently and effectively. The details of cluster, number, venue and date conducted are presented in table 2.

Table 2 Training cluster, participants number, venue and date of CBT program conducted in Lumbini province, 2021

Training Cluster	Districts	Palika No.	No of Participants	No of Trainings	Training Venue	Date
1	Rupandehi +Nwalparasi	16+7 = 23	46	2	New Era Hotel, Butwal	2077, Chaitra 1-3 (March 14-16, 2021)
2	Kapilvastu +Palpa	10+10 =20	40	2	New Era Hotel, Butwal	2077, Chaitra 4-6 (March 17-19, 2021)
3	Bardiya + Banke	8+ 8= 16	32	2	Swastik cottage, Dhanboj, Nepalganj	2077, Chaitra 10-12 (March 23-25, 2021)
4	Rolpa + Pyuthan	10+9	38	2	Swargadwari Hotel, Bhingri , Pyuthan	2077, Chaitra 17-19 (March 30 - April 1, 2021)
5	Gulmi + Argakhanchi	12+6= 18	36	2	Nilgiri Hotel, Gulmi, Tamghas	2077, Chaitra 23-25 (April 5-7, 2021)
6	Dang + E. Rukum	10 + 3= 13	26	1	AKC Training Hall, Ghorai, Dang	2077, Chaitra 29-31 (April 11-13, 2021)
Total	12	109	218	11		

1.8 Structure of the Training curriculum

The structure of the curriculum for local levels training was developed by the TCF-ADS headquarter to address the local level technical capacity enhancement. The objective of the curriculum is to equip the Local level technicians with the knowledge, skills and professional qualities appropriate to the

agriculture services in the Palika level. This was a three day workshop. The workshop was divided into day wise sessions, there were a total of 11 presentations for three days of training. Day wise distribution and delivery of the presentations were as under: Day 1 four presentations, Day 2 four presentation and Day 3 three presentations were delivered. The first day of the workshop covered the presentation of the status of agriculture, importance, challenges, ADS for agriculture development in the palika level. Followed by current planning process in Palka, project cycle, planning tools, value chain analysis, situation analysis, problem analysis. Second day of the training covers; data collection process and method at ward level, preparation of municipal profile, farmer's registration guideline, a software architectures for farmers registration, soft-ware demonstration, access and control. The final day or third day covers the action planning budgeting for palika level in incorporation of ADS indicators, provincial periodic plan, palika level policy and programs. The details of training curriculum is presented in Annex 2.

1.9 ADS booklets distribution

ADS booklets reprinted by TCF-ADS has been received at MoLMAC before conducting capacity building training of local levels technicians. These ADS Booklets were distributed to all 983 wards of 109 palikas of Lumbini province through this training programs. The distribution of booklets gave good message to the political representatives of palikas that helps for creating awareness on Agriculture Development Strategy.

1.10 Financial Expenditure for CBT program of Local levels of Lumbini province

The following table 3 indicates that a total twenty seven lacks sixty nine thousand three hundred forty five and ninety three paise (Rs.2769345.93) has been spent for 11 trainings and 6 Coordination meetings conducted in Lumbini province. The cost involves on participants' (trainees, resource person,) transportation, per dium, , remuneration of supporting staffs such as admin account officer, admin assistant. In addition, cost also involve on stationary, pen drive, tea/snakes including banner printing, training hall rent and hiring of multimedia projector etc.

Table 3. Financial expenditure for CBT and coordination meeting of Lumbini province, 2021.

S. N.	Training cluster	Name of districts	Tentative expenditure (NRS)	Remarks
1	Cluster 1	Nawalparasi+ Rupandehi	549,500.67	
2	Cluster 2	Kapilvastu + Palpa	517,377.00	
3	Cluster 3	Banke +Bardiya	441,681.40	
4	Cluster 4	Pyuthan + Rolpa	485545.00	
5	Cluster 5	Gulmi + Arghakhanchi	444432.0	
6	Cluster 6	Dang+ E. Rukum	330809.86	
Total	6	12	2769,345.93	

Chapter 2

2. Proceedings of the workshop

2.1 Opening Session

The first training workshop conducted in New Era Hotel , Butwal was opened by Dr. Rewati Raman Paudel, Secretary of the MoLMAC. Mr. Dila Ram Bhandari welcomed all the participants, presenters and related stakeholders for the Capacity Building Training workshop. He outlined in the first day of the training program introduced participants to the purpose and overview of the workshops. The training workshop was designed for three days. In his welcome remarks he stressed the importance of strengthening of institutional capacity of local levels. Secretary on his opening speech emphasized that local, district, provincial and national institutions must be strengthened because they are the pillars of support to agriculture planning, data management and farmers' registration. He further advised that the major responsibility of Palikas are extension of agricultural activities in their respect areas.

2.2 Participants Expectation

The technical session of the workshop was preceded by an exercise designed to identify the expectations of the participants. The participants spelt out the following expectations from the training workshops:

- Understanding of Agriculture Development Strategy
- Develop a data base for ward and palika level
- Adopt seven steps of planning process in the Palika
- Carry out farmers registration procedure and activities in the Palika
- Know about value chain analysis in the Plaika level
- Prioritization of commodities in ward level based on value chain analysis
- Develop action plan for palika based on existing policies of federal, provincial and local level.

2.3 First day of training:

The training started with inauguration and welcome session along with clarifying the objectives of the training. Technical session started by the resource persons on various aspects of ADS and its implication in present context were discussed. Current planning process, coherence to ADS or 7 steps planning process were discussed. Basic concept of project cycle was discussed. Realizing the gaps in planning process in local levels, some planning tools like Value Chain Mapping, Situation Analysis, Problem Identification were discussed through group exercise and resource persons focused on linking those tools during local level planning process. The Participants were then led

through a series of presentations of their exercise in groups that equipped them to understand planning tools and methods.



2.4 Second day of training:

The training started with review of earlier day. The second day focused on understanding of tools of program planning continued. Problem tree analysis was done so as to find the root cause and most significant effect that has made in agriculture sector/farming practices. Issues of irrigation, marketing, disease pests, etc were significant among many aspects. Data collection approach and methods of local levels were discussed. In the remaining sessions Farmers Registration system was introduced among the participants. Focused on need and importance of farmers registration, working guidelines and modality, responsibilities if each government in the program and technical demonstration of the software was presented and discussed.



2.5 Third day of Training:

The third day started with the discussion on completing the value chain prioritization, situation analysis and problem identification of previous days exercise. Based on these tools group exercise was also done to prepare action plan for the upcoming Fiscal Year planning. Participants were advised to align those programs with ADS, national, provincial and local policies and specific local priorities.

क्र.सं.	कार्यक्रमों का नाम	इकाई	जिल्ला			प्रथम क्षेत्र			द्वितीय क्षेत्र			तृतीय क्षेत्र		
			पुनर्वास	माल	कैठ	पुनर्वास	माल	कैठ	पुनर्वास	माल	कैठ	पुनर्वास	माल	कैठ
१	२	३	४	५	६	७	८	९	१०	११	१२	१३	१४	१५
	माधुमा आत्म निर्भर कार्यक्रम (माया विद्या)	पटल	१	०	३०	०	०	०	१	३०	०	०	०	३२
	भारो सुधार कार्यक्रम	संख्या	१००		३०	०	०	०	१००	३०	०	०	६९	
	तरकारी संकलन केन्द्र	संख्या	२		४०	१		४०	०	०	०	०	१५	
	प्रसार, प्रचार तालिम	पटल	१०		१०	१		३	६	६	३	३	३०	
	तरकारी रकती प्रसादन कार्यक्रम	संख्या	४०		१०	-	-	-	३५	-	३५	३	३५	
	कुपुराका-यल्ला विला कार्यक्रम	संख्या यल्ला	२००		३०	-	-	-	-	-	२००	३०	४०	
	युवा लक्षित कार्यक्रम (फलफूल कार्यक्रम)	संख्या	१००		२०	३२		११	४०		३२	३२	३२	
	जम्मा				१६०				४४		६६			



3. Summary table of Capacity Building Training (CBT)

A total of 215 participants were attended in 11 trainings including one agriculture technician and one livestock technician from each palika. Out of 215 participants 108 were from agriculture and 107 were from livestock. Only 3 persons from Livestock sections of 3 districts (Nwalparasi, Rupandehi and Kapilvastu) were absent in CBT. The participation of local level technician was 98.62 percent which is very much encouraging. The detail is given in the following table 4.

Table 4. Summary table of Capacity Building Training (CBT) program for local levels of of Lumbini province, 2021.

S. N	Name of District	Training conducted date	Number of Palikas (Participant numbers)	Participant attended in the training		Total Number participated	Participation Percentage
				Agriculture section	Livestock section		
1	Rupandehi	14-16 March 2021	16 (32)	16	15	31	96.87
2	Nawaparasi	14-16 March 2021	7 (14)	6	7	13	92.85
3	Palpa	17-19 March 2021	10 (20)	10	10	20	100
4	Kapilvastu	17-19 March 2021	10 (20)	10	9	19	95
5	Banke	23-25 March 2021	8 (16)	8	8	16	100
6	Bardiya	23-25 March 2021	8 (16)	8	8	16	100
7	Pyuthan	30 March – 1 April, 2021	9 (18)	9	9	18	100
8	Rolpa	30 March – 1 April, 2021	10 (20)	10	10	20	100
9	Gulmi	5-7 April, 2021	12 (24)	12	12	24	100
10	Arghakhanchi	5-7 April, 2021	6(12)	6	6	12	100
11	Dang	11-13 April, 2021	10(20)	10	10	20	100
12	Eastern Rukum	11-13 April, 2021	3 (6)	3	3	6	100
Total	12		109 (218)	108	107	215	98.62

4. Inclusive participation structure in CBT program of Lumbini province

There was 100% participation of palikas (109) in the Capacity Building Training (CBT) program of local levels. Among participated 215 trainees in the Capacity Building Training, the participation of male was highest (87.44%) followed by female (12.56%). Similarly, the highest participation was from others group (60%) followed by Janjati (23.72%), Madhesi (13.95%) and Dalit (2.32%). The details of participation based on inclusive is given in the following table 5.

Table 5. Inclusive participation of local level technicians in CBT program of Lumbini province, 2021.

S. No.	Districts	Total Palika	Total Participants attended	Gender		Social Inclusion			
				Male	Female	Dalits	Janajatis	Madhesi	Others

1	Nawalparasi	7	13	11	2	0	4	2	7
2	Rupandehi	16	31	27	4	0	3	8	20
3	Palpa	10	20	19	1	1	7	1	11
4	Kapilvastu	10	19	18	1	0	1	10	8
5	Gulmi	12	24	20	4	0	5	0	19
6	Arghakhanchi	6	12	12	0	1	1	1	9
7	Pyuthan	9	18	16	2	2	1	0	15
8	Rolpa	10	20	16	4	0	10	1	9
9	E. Rukum	3	6	6	0	0	2	0	4
10	Dang	10	20	16	4	0	5	0	15
11	Banke	8	16	12	4	1	5	5	5
12	Bardiya	8	16	15	1	0	7	2	7
	Total	109	215	188	27	5	51	30	129
	Percent Participation		98.62	87.44	12.56	2.32	23.72	13.95	60.0

5. Outcomes of the Training-Workshop

- Participants were very much interested in learning the tools helpful for program planning.
- Farmers' registration class has delivered huge expectation of the participants on guiding them for Aps application.
- Participants actively participated in all group exercises and a collaborative effort was seen in preparing exercises.
- Participants from Palikas have been suggested on providing conditional budgetary programs to the Palika.
- Participants responded very positively throughout the training, and expressed a strong desire to enhance their planning methods and skills.
- Training creates conducive environment for Local levels technicians with respect to Coordination. They are able to co-ordinate with AKC, VHLSEC and MoLMAC offices at any time to solve their concerned problems through email and phone.
- Resource duplication can be minimized at palika level while planning agricultural activities in coordination with province and federal institutions.
- Participants have given much importance on data collection and documentation for better planning of agricultural activities.
- Participants were agreed to get additional budget from MoLMAC for farmers registration as per their need.

6. Challenges:

- Participants expressed lack of technical guidance and lack of coordination in current extension system (3 tiers of government) is major problems.

- Palikas were very far from the reach of communication with central level but sharing of provincial level information has improved to some extent.
- As per the trainees, local level representatives in most of palikas are not interested in agriculture programs. Sometimes technicians are ignored even in planning process.
- Seven steps of planning process were ignored during program planning in majority of palikas.
- Techniques and tools of planning process are not used during program planning.
- Lack local level data on agriculture sector which is a major constraints for better planning.
- Lack of efficient technical manpower on ICT is another constraint in planning and implementing agriculture programs.
- Most of the agriculture/livestock offices are not well equipped with computer and laptop
- Participants criticized on program activities between previous DADO and existing AKC/VHLSEC is not differentiated. They are carrying most of the activities that belongs to Palika level.
- The conditional program and budgets of provincial and federal are not on the palikas' ground realities.

7. Wayforward

The participants agreed on the following recommendations for their future work;

- Training advised them to sensitize the respective political bodies on adopting systematic program planning process.
- Local level should collect and validate agriculture data and update it yearly basis.
- Identify ward level key intervention areas through KIS, Focus group discussions and other suggested tools.
- Conduction of interaction meetings to identify ward level priorities and promote the game changer programs in value chain perspective.
- The meeting between local level technicians and AKC/VHLSEC at 2 months interval is quite essential for effective program implementation.
- There must be synchronize among directive, budget and human resources at palika level
- Provincial parliament member should communicate about farmer's registration at their respective areas.
- There must be facility to offline data collection apps for farmers registration in rural areas where internet is not access.
- There must be provision of field allowlences to the palika staffs where TADA is not available within the Palika.

8. Conclusion

Learning from training showed that the process of agriculture planning is found more or less similar in all the municipalities. Most of the local levels have not followed the systematic tools and techniques of program planning. Seven steps program planning process is not practiced by many local levels. The data collection for agriculture and livestock sector found to be in initial stage in all the municipality but not systematic. This training has been successful in providing the trainees about conceptual and practical aspects of program planning. It was also observed that after three day of training, participants were already in position they could implement planning process, data collection and farmers registration in their respective areas.

The participants were more interactive and eager to know about the process of the planning, data collection and farmers registration. Adequate procurement processes of stationary were followed for training. Financial management was satisfactory and adequate procedures were followed throughout the training period. TCF-ADS applied to reduce the risk of the spread of COVID-19 pandemic by providing masks individually.

Chapter 3

Annex 1. List of participants in CBT program of Lumbini province

1. Rupandehi District

S.N	Name	Designation	Organization	Palika	Contact no.	Email Address
1	Tika Aryal Khanal	JTA	Agriculture	Gaidahawa	9857039282	aktika247@gmail.com
2	Shashi Dhungana	Officer	Agriculture	Mayadevi rup	9847100142	shashidhungana123@gmail.com
3	Bimala Bhusal	JTA	Agriculture	Om Satiya	9860220042	bimalabhusal0042@gmail.com
4	Nirup chaudhary	Officer	Agriculture	Siyari RM	984713740	Nirhuchaudary14@gmail.com
5	Rajesh Kumar Chaudhary	VJTA	Livestock	Devdaha UM	9868687039	
6	Indra Bahadur Khadka	VJTA	Livestock	gaidahawa	9821522114	indra.khadka@gmail.com
7	Rabindra Gyawali	JT	Agriculture	Sainamaina UM	9841057304	gyawalirabindra123@gmail.com
8	Mahendra Yadav	JTA	Agriculture	Devdaha UM	9868687039	yadavmahendra@gmail.com
9	Jitendra Yadav	Officer Sixth	Livestock	Rohini RM	9806968178	Jancyyadav85@gmail.com
10	Om Prakash Thakur	Officer Sixth	Livestock	Rohini RM	9857010815	omprakash33thakur15@gmail.com
11	Kark Bahadur Dani	JT	Livestock	Devdaha UM	9865628800	hHark.dani.2037@gmail.com
12	Yogendra Prasad Yadav	Officer sixth	Agriculture	Siddharthnagar UM	9847451658	ypyadav2041@gmail.com
13	Raju Kunwar	JTA	Livestock	Tilottama UM	9868824112	rkunwarmagar@gmail.com
14	Ram Chandra Bhusal	JTA	Livestock	Marchawari RM	9857010492	ramchandrabhusal30@gmail.com
15	Domlal Bhusal	Officer	Agriculture	Tilottama UM	9867738516	domlalbhusal25@gmail.com
16	Dabal Bhandari	Officer	Livestock	Siyari RM	9847053006	-
17	Ganesh Prasad Khanal	Officer	Livestock	Siyari RM	9857010206	khanalji70@gmail.com
18	Bodha Raj Khanal	Officer	Livestock	Suddhodhan Rm	9846928333	bodhrajkhanal73@gmail.com
19	Mahendra prasad Harijan	JTA	Agriculture	Sammarimai Rm	9864669875	mahendraprasad071@gmail.com
20	Ram Prasad Adhikari	JT	Agriculture	Kanchan Rm	9847000444	aastickari@gmail.com

21	Bhaskar Ghimire	JT	Livestock	Kanchan Rm	9847036947	bgvaskar@gmail.com
22	Soman Prasad Kurmi	JT	Agriculture	Butwal SM	9867903139	kurmism9525@gmail.com
23	Maheshwor Yadav	JTA	Agriculture	Marchawari RM	9867347724	maheshworyadav15@gmail.com
24	Girija Pandey	JT	Agriculture	kotahimai RM	9857011193	pandeygirija2044@gmail.com
25	Shivlal Sharma	JTA	Livestock	Lumbini Cultural Rm	9860551552	aryalshiva391@gmail.com
26	Karishma Chhetri	JTA	Agriculture	Lumbini Cultural Rm	9869588380	thapakhusi290@gmail.com
27	Mahendra Gautam	VJTA	Livestock	kotahimai RM	9857037274	gautammahendra2038@gmail.com
28	Pradip Sharma	VJTA	Livestock	Sammarimai RM	9847303076	pradip87sharma@gmail.com
29	Mahendra Banjade	Officer	Livestock	Butwal SM	9847033013	mahendrabanjade@gmail.com
30	Ramesh Regmi	JT	Agriculture	Suddhodhan RM	9847172253	regmi.ag@gmail.com
31	Ishwor Chandra	Officer	Livestock	Siddharthnagar M	9867327390	-

2. Nawalparasi District

S.N	Name	Designation	Organization	Palika	Contact no.	Email Address
1	Mishree Prasad Khadka	Officer 6 th (Vet)	Agriculture	Sunwal UM	9851244533	mishreekhadka@gmail.com
2	Santosh Poudel	Officer	Livestock	Sunwal UM	9847241272	skandel.ag@gmail.com
3	Sanat Kumar Giri	Officer	Agriculture	Ramgram UM	9858052166	sanatgiri07@gmail.com
4	Yam Aryal	JT	Livestock	Sarawal Rm	9857056800	Aryalyam2020@gmail.com
5	Pashupati Nath Chaudhary	JT	Agriculture	Palhinandan RM	9867417914	Pashupatinath7504@gmail.com
6	Basanta Kumar Khawas	JT	Agriculture	Sarawal Rm	9864412007	Bishnukhawas58@gmail.com
7	Dharmendra Yadav	JT	Livestock	Palhinandan Rm	9867296254	Ydharmendary280@gmail.com
8	Khemraj Patel	JT	Livestock	RamgramUM	9847287865	khemrajP09@gmail.com
9	Neeta Khawas	JT	Agriculture	Susta Rm	9867129371	Neetabj79@gmail.com
10	Milan Gautam	JTA	Livestock	Susta RM	9867000984	Milangautam1989@gmail.com
11	Chandra maya faunjali	JTA	Livestock vet	pratappur	9867343539	Magarchandu39@gmail.com
12	Abhisek Lamichhane	JTA	livestock	Bardaghat	9847376210	Lamichhanevet19@gmail.com
13	Khumakanta Neupane	JTA	Agriculture	Bardaghat	9857082234	Ashokneupane56@gmail.com

3. Kapilvastu District

S.N	Name	Designation	Organization	Palika	Contact no.	Email Address
1	Badelal Yadav	Officer	Livestock	Mayadevi RM	9847892807	-
2	Raj Kumar Tiwari	Officer	Livestock	Banganga UM	-	tiwarirk@gmail.com
3	Ram bilash Murau	JT	Agriculture	Mayadevi RM	9865910896	rambilahsmaurya120@gmail.com
4	Mani Prasad Ghimire	VJTA	Livestock	Suddhodhan RM	9857050964	maniprasady@gmail.com
5	Maya Khanal	JTA	Agriculture	Suddhodhan RM	9847286451	mayakhana1451@gmail.com
6	Keshav Prasad Harijan	Officer	Livestock	Kapilvastu UM	9847063534	-
7	Niranjana Kumar Tiwari	Officer	Agriculture	Yashidhara RM	9857052132	tiwariniranjana82@gmail.com
8	Bhawan Das Gupta	Officer	Agriculture	Kapilvastu UM	9847040873	bdgupta36@gmail.com
9	Lesh Bahadur KC	Officer	Agriculture	Banganga UM	9841352747	lbkc007@gmail.com
10	Deviram Belbase	Officer	Agriculture	Buddhabhum i Rm	9857629379	devirambelbase@gmail.com
11	Khim Bahadur Tandan	JT	Agriculture	Buddhabhum i Rm	9847162436	khimtandan96@gmail.com
12	Kanhaiya Prasad Tharu	JT	Agriculture	Maharajgunj UM	9847384622	tharukanhaiya@gmail.com
13	Bishnu Prasad Bhusal	JTA	Livestock	Maharajgunj UM	9847508045	bhusalb86@gmail.com
14	Ram Prasad Adhikari	JT	Livestock	Shivraj UM	9857050309	rampd821@gmail.com
15	Parshuram Kalwar	JTA	Agriculture	Shivraj UM	9814402294	jaiswalpasuram@gmail.com
16	Asrfi Prasad Yadav	Officer	Livestock	Krishnanagar UM	9844782185	asrfiyadav@gmail.com
17	Sudeep Pratap Maurya	Officer	Agriculture	Krishnanagar UM	9842007132	sudeepmaurya2001@gmail.com
18	Prabhunath Yadav	JT	Agriculture	Bijayanagar RM	9847926948	prabhunathyadav4975@gmail.com
19	Ram Sewak Tripathi	Officer	Livestock	Bijayanagar RM	9847241577	sewakramtripathi@gmail.com

4. Palpa District

S.N	Name	Designation	Organization	Palika	Contact no.	Email Address
1	Manish Adhikari	JT	Livestock	Tinau RM	9867912124	manishadhikari057@gmail.com
2	Hemant Kumar Sharma	JT	Agriculture	Tinau RM	9864938929	sharmahemantkumar13@gmail.com
3	Ranjiv Kunwar	JT	Agriculture	Ribdikot RM	9857062376	ranjibkunwar2@gmail.com
4	Chiranjibi Pandey	JT	Livestock	Ribdikot RM	9855047170	pandey2014cp@gmail.com
5	Rajesh Bohora	JT	Agriculture	Bagnaskali RM	9840478855	rajeshbohora70@gmail.com
6	Khimraj Koirala	JTA	Agriculture	Nisdi RM	9844719164	khimrajkoirala333@gmail.com

7	Ganesh Nepali	JTA	Livestock	Bagnaskali RM	9846724799	ganeshnepali09@gmail.com
8	Santosh Kandel	JTA	Agriculture	Purbakhola RM	9867550930	kandelsantosh@gmail.com
9	Om Bahadur Masrangi	JTA	Livestock	Nisdi RM	9847170308	ompalpa@gmail.com
10	Sita Kumari Khamcha	JTA	Agriculture	Mathagadhi RM	9867237864	sangitakhamcha@gmail.com
11	Bikram Garamjha	VJTA	Livestock	Mathagadhi RM	9867243467	bikrammagar467@gmail.com
12	Dan Bahadur Magar	VJTA	Livestock	Tansen UM	9847028224	magardan56@gmail.com
13	Tulsiram Kafle	JT	Livestock	Rampur UM	9846140430	kafletulsiram22@gmail.com
14	Dhan Bahadur Darlami	VJTA	Livestock	Purbakhola RM	9844756684	dhanbahadur45@gmail.com
15	Min Bahadur Karki	VJTA	Livestock	Rambha RM	9847177443	
16	Ramesh Gelang	JT	Agriculture	Rambha RM	9867330532	gelangramesh32@gmail.com
17	Ram Hari Pandey	Officer	Agriculture	Rampur UM	9845721581	pandey.ramhari7@gmail.com
18	Ganesh Khatri	VJTA	Agriculture	Rainadevi Rm	9867544556	ganeshkhatri@gmail.com
19	Parasmani Pandey	VJTA	Livestock	Rainadevi Rm	9857068900	pmpandey22@gmail.com
20	Saroj Timilsina	VJTA	Agriculture	Tansen UM	9867190935	timilsenasaroj5@gmail.com

5. Banke District

S.N	Name	Designation	Organization	Palika	Contact no.	Email ID
1	Pramod Kumar Biswakarma	Agriculture Officer	Agriculture	Baijanath	9811352123	Pramod.lucky7@gmail.com
2	Govinda Bahdur Rokaya	Livestock Officer	Livestock	Koholpur, M	9848042084	gobindarokaya@gmail.com
3	Susil Kumar Sharma	JT	Agriculture	Duduwa RM	9850806180	Susil2195@gmail.com Shankaryadav2047@gmail.com
4	Shankar Yadav	Vet JTA	Livestock	Duduwa RM	9858046047	
5	Dil Bahadur Khadka	Officer	Livestock	Janaki RM	9848023425	Dilbahadurk725@gmail.com
6	Ratna Bahadur Shah	Officer	Livestock	Khajura RM	9844801198	ictkhajurarumin@gmail.com
7	Chandra Bahadur Budha	Officer	Agriculture	Kohalpur M	9858055690	Cbb452075@gmail.com
8	Tara Prasad Dangi	JT	Agriculture	Khajura RM	986808033	Tpdangi14@gmail.com
9	Rita Rana	JTA	Livestock	Nepalganj SMC	9812409587	-
10	Chandra Kumari Shahi	JT	Agriculture	Raptisonari	9856747643	Chandrashahi718@gmail.com
11	Janaki Kumari Tharu	JTA	Livestock	Raptisonari	9866723991	Janakikumari35@gmail.com

12	Kirti Gupta	JTA	Agriculture	Nepalganj SMC	9868079673	kirti.26103@gmail.com
13	Manoj Mandal	JT	Agriculture	Janaki RM	9848046930	Mandal397@gmail.com
14	Balkrishna Tharu	JT	Livestock	Baijanath RM	9844826966	Balkrishnachaudhary30@gmail.com
15	Jagatram Yadav	JTA	Livestock	Narainapur RM	9866713873	Jagat60@gmail.com
16	Ghanashyam Tharu	JTA	Agriculture	Narainapur RM	9868075215	_

6. Bardiya District

S.N	Name	Designation	Organization	Palika	Contact no.	Email ID
1	Jhalak Raj Khadka	JT	Agriculture	Barbardiya M.	9848084819	jhalakrajkhadka@gmail.com
2	Suman Chaudhary	JTA	Agriculture	Rajapur M.	9864877673	Jsumanchy5252@gmail.com
3	Dinesh Dunabathwa	JTA	Agriculture	Geruwa RM.	9858056201	ddunabathwa@gmail.com
4	Indra Bahadur Tharu	Vet. Officer	Livestock	Madhuwan M.	9848093602	Indrachaudhary3757@gmail.com
5	Ek raj Oli	JT	Agriculture	Madhuwan M.	9849142104	Rajeak99@gmail.com
6	Amar Bahadur Shahi	Vet. Officer	Livestock	Thakur Baba M.	9844887962	timiaun@gmail.com
7	Thakurdayal Sah	Vet. Officer	Livestock	Basagadhi RM	9858026330	_
8	Raju Chaudhary	JTA	Agriculture	Basagadhi RM	9814515707	Chaudharyraj4010@gmail.com
9	Kamal Tamang	Officer	Agriculture	Guleriya M	9857831829	Ktgmail.commang.sk3182
10	Dipak Raj Thapa	Vet. Officer	Livestock	Barbardiya RM	9858025854	drtbardiya@gmail.com
11	Bhimlal Chaudhary	JT	Livestock	Guleriya M.	9858037811	Bhimkrishna11@gmail.com
12	Kabita Kumari Bhatta	JTA	Livestock	Badhaiyatal RM	9822535429	
13	Dipendra Srivastav	Officer		Badhaiyatal RM	9049274092 dksrivastav@gmail.com	dksrivastav@gmail.com
14	Dhrub Raj Bam	JT	Agriculture	Thakurbaba M	9858042492	bamdhruba@gmail.com
15	Purna Bahadur Khatri	Officer	Livestock	Rajapur M.	9868916977	Purnabahadurkhatri05@gmail.com
16	Umesh Chaudhary	Vet JTA	Livestock	Geruwa RM	9865697448	Chaudhary0160@gmail.com

7. Pyuthan district

S. no	Name	Designation	Organization	Palika	Mob. No.	Email ID
1	Tek Bdr BK	Ag Officer	Agriculture	Jhimruk RM	9857836358	Krishi.jhumruk@gmail.com

2	Bhimlal Sharma	Vet. JTA	Livestock	Gaumukhi RM	9849706758	Bhimlal167@gmail.com
3	Arjun Paudel	JT	Agriculture	Pyuthan M	9866925277	Ajit.paudel49@gmail.com
4	Moti Acharya	JTA	Agriculture	Mallarani RM	9847856124	motipyuthan@gmail.com
5	Baburam Neupane	Vet Officer	Livestock	Mallarani RM	9857833607	baburamneupane@gmail.com
6	Saroj Gharti	JTA	Agriculture	Airawati RM	9840656217	Ghartisaroj2@gmail.com
7	Santosh BK	JTA	Agriculture	Naubahini RM	9860029072	santoshabiralbk@gmail.com
8	Bindu Khadka	JTA	Agriculture	Airawati RM	9822804804	Bindukhadka08@gmail.com
9	Kiran Giri	JTA	Agriculture	Mandabhi RM	9844269456	Kgiri6145@gmail.com
10	Giriraj Paudel	Officer	Livestock	Pyuthan M	9847839143	girirajpudela@gmail.com
11	Humlal Neupane	JTA	Agriculture	Gaumukhi RM	9847837872	humlalnyaupane@gmail.com
12	Netra Bdr. KC	JT	Agriculture	Sarumarani RM	9847956740	Kcnetra1111@gmail.com
13	Keshab Giri	JT	Livestock	Sarumarani RM	9868698261	Gireekeshab2073@gmail.com
14	Hemraj Acharya	Vet Officer	Livestock	Mandabhi RM	9857820164	Hemrajacharya24@gmail.com
15	Prem GC	JTA	Livestock	Jhimruk RM	9847865103	premgc@gmail.com
16	Arjun KC	JTA	Livestock	Naubahini RM	9847874505	k.carjun2130@gmail.com
17	Drona Pd. Pokhrel	JTA	Livestock	Swargadwari M	9855046321	Vetdron974@gmail.com
18	Bandana Gc	JTA	Agriculture	Swargadwari M	9846935904	Bandu123@gmail.com

8. Rolpa district

S. no	Name	Designation	Organization	Palika	Contact no.	Email Address
1	Tikaram Oli	JTA	Agriculture	Gangadev RM	9863476455	tikaramoli@gmail.com
2	Dil B. KC	JTA	Livestock	Lungri RM	9857835165	Dilkiran411@gmail.com
3	Nim B Dangi	JT	Livestock	Runtigadhi RM	9847651608	nimdangi@gmail.com
4	Kamal Raj Pun	JTA	Livestock	Gangadev RM	9847997735	kamalrajpun@gmail.com

5	Yagya Bdr Ghartimagar	JTA	Livestock	Thabang RM	9866172337	Yagyamagar441@gmail.com
6	Krishna Rokaya	JTA	Agriculture	Thabang RM	9816963867	Krishnarokaya55@gmail.com
7	Thaman B Budha	JTA	Agriculture	Triveni RM	9868660380	thamanbb@gmail.com
8	Aryan Oli	Ag Officer	Agriculture	Rolpa M	9844793357	aryanoli@gmail.com
9	Hima Pun	JTA	Agriculture	Runtigadhi RM	9868631891	Himapun68@gmail.com
10	Dilmaya Bista	JTA	Livestock	Rolpa M	9847868387	Dilmaya038@gmail.com
11	Manju Oli	JTA	Livestock	Triveni RM	9857824137	Manjuolidc25@gmail.com
12	Bishnu Buda	JT	Livestock	Pariwarta n RM	9842591264	bishnubudha@gmail.com
13	Raj Kumar Yadav	JT	Agriculture	Madi RM	984504645	Yadav9288403@gmail.com
14	Ashok Kumar KC	Officer	Livestock	Sunilsmriti RM	9857821488	Ashokkeshari70@gmail.com
15	Bashudev Upadhayay	JT	Agriculture	Sunilsmriti RM	9857824821	Bashu.dev2070@gmail.com
16	Bhim Kumari Budamagar	JTA	Agriculture	Pariwarta n RM	9847925712	bhimkbudhamagar@gmail.com
17	Karta Ram Tharu	JTA	Agriculture	Sunchahari RM	9848058243	Krchaudhary55@gmail.com
18	Khagen Ghartimagar	JTA	Livestock	Madi RM	9847308196	Magarkhagen63@gmail.com
19	Sun B. Pun	Vet Officer	Vet Officer	Sunchahari RM	9847864111	sunbahadurp@gmail.com
20	Bhupendra Kumar Pandeya	Ag Officer	Agriculture	Lungri RM	9847548307	Bhupendrapandey21@gmail.com

9. Gulmi district

S. no	Name	Designation	Organization	Palika	Mob. number	Email.ID
1	Tek Bdr Khanal	J T	Livestock	Chhatrakot RM	9847351644	Tekbdrkhanal42@gmail.com
2	Basanta Bhusal	JTA	Livestock	Madane RM	9847301914	Basantabhusal4@gmail.com
3	Gopal Bhattarai	JT	Agriculture	Malika RM	9857024840	Bhattaraigopal631@gmail.com
4	Kiran Thapa Magar	JTA	Livestock	Kaligandaki RM	9867181195	Kiranthapamagar170@gmail.com

5	Mahendra raj Panthi	JT	Livestock	Musikot M	9857660160	Vtr.musikot@gmail.com
6	Janak Paudel	Ag Officer	Agriculture	Musikot M	9847013789	Paudeljanak373@gmail.com
7	Hum Bdr Thapa	Ag Officer	Agriculture	Madane RM	9844752356	Humthapa94@gmail.com
8	Himlal Pandey	JT	Livestock	Ruru Chhetra RM	9860799313	-
9	Shyam Bdr Karki	Vet Officer	Livestock	Dhurkot RM	9857067080	-
10	Anzali Gautam	Ag Officer	Agriculture	Dhurkot RM	9860427226	anzaligautam@gmail.com
11	Abishkar Khatri	Ag Officer	Agriculture	Gulmi Durbar RM	9857086212	khatriasok@gmail.com
12	Prabhat Gautam	Ag Officer	Agriculture	RuRu RM	9847596608	prabhatgautam@gmail.com
13	Ujeli Devi Pokhrel	Vet Officer	Livestock	Gulmi Durbar RM	9857085210	ujelidevipokhrel@gmail.com
14	Sandesh Bhandari	Ag Officer	Agriculture	Kaligandaki RM	9841614637	sandeshb388@gmail.com
15	Tara Pandey	Ag Officer	Agriculture	Resunga M	9845514204	tarapandey777@gmail.com
16	Rumakhar Marasini	JT	Livestock	Resunga M	9847185517	rumakar91@gmail.com
17	Sapana Bhandari	Ag Officer	Agriculture	Chhatrakot RM	9867334621	agrisapana37@gmail.com
18	Giriraj Khatri	JT	Agriculture	Chandrakot RM	9867727915	Khatrigiriraj23@gmail.com
19	Ishwori Pd Oli	JT	Livestock	Chandrakot RM	9866735896	ishworprasadoli@gmail.com
20	Arjun Thapa	JT	Livestock	Malika RM	9867574865	Arjunthapa067@gmail.com
21	Upakar Bhandari	Ag Officer	Agriculture	Satyewati RM	9847479260	bhandarupakar@gmail.com
22	Kusum Regami	JTA	Livestock	Satyawati RM	9867775860	Kusumregami48@gmail.com
23	Asmita Lamshal	JTA	Agriculture	Isma RM	9867008412	asmitalamsal@gmail.com
24	Tulsi Bdr Thapa	JT	Livestock	Isma RM	9847090428	thapatulsi@gmail.com

10. Arghakhanchi district

S. no	Name	Designation	Organization	Palika	Mob. Number	Email ID
1	Jay Bdr BK	Ag Officer	Agriculture Dev Branch	Malarani RM	9867801423	Kinbk604@gmail.com

2	Abiskar Khanal	JTA	Livestock	Malarani RM	9867009338	Khanalabiskar78@gmail.com
3	Krishna Pd Ghimire	JTA	Livestock	Panini RM	9840966591	krishnaghimire489@gmail.com
4	Umanath Panthi	JTA	Agriculture	Chhatradev RM	9847475341	Umanathpanthi420@mail.com
5	Ashok Khanal	JTA	Livestock	Chhatradev RM	9857067485	ashokkhanal2019@gmail.com
6	Dadhiram Adhikari	JTA	Agriculture	Panini RM	9847235956	Royaljelly956@gmail.com
7	Rajendra Bhattra	Ag Officer	Agriculture	Sandhikharka M	9847075405	Rajendrabhattarai@gmail.com
8	Ram Bdr Thapa	Ag Officer	Agriculture	Bhumikasthan M	9857069986	Thapa.br.@gmail.com
9	Balaram Khanal	JT	Livestock	Bhumikasthan M	9857063313	Balaram04@gmail.com
10	Prakash Neupane	Vet Officer	Livestock	Sandhikharka M	9847056812	-
11	Ram Prasad Gautam	Vet JTA	Livestock	Sitganga M	9847343976	Nedojian976@gmail.com
12	Chandrik Prasad Pal	JTA	Agriculture	Sitganga M	9861572280	Palchandrikaprasad69@gmail.com

11. Dang District

S.N	Name	Designation	Organization	palika	contact no	Email Address
1	Sima Bhatta	JT	Agriculture Section	Rapti RM	9869188368	sima.bhatta@gmail.com
2	Sher Bahadur Hamal	JT	Livestock Section	Rapti RM	9866732522	sherbdrhamal32@gmail.com
3	Deepak Kumar Rana	JTA	Livestock Section	Rajpur RM	98133359304	dipakrana91@gmail.com
4	Dan Singh Rokaya	Officer	Agriculture Section	Banglachuli RM	9847835845	
5	Shankar Neupane	Officer	Agriculture Section	Shantinagar RM	9847853466	
6	Chandra Shova Kandel	Officer	Agriculture Section	Babai RM	9862415007	
7	Sharu Bhusal	Officer	Agriculture Section	Dangisharan RM	9844822157	bsaru5739@gmail.com
8	Shyam Prakash Chaudhary	Officer	Livestock Section	Babai RM	9809552213	
9	Rita Bhandari	JT	Agriculture Section	Rajpur RM	9848303921	bhandaririta82@gmail.com
10	Shivraj Neupane	Officer	Livestock Section	Lamahi M	9857840200	shivrajneupane85@gmail.com

11	Damodar Acharya	Officer	Livestock Section	Dangisharan RM	9868632984	acharyadamodar584@gmail.com
12	Amar Kumar Chaudhary	Officer	Agriculture Section	Lamahi M	9847829411	chaudharidangali@gmail.com
13	Dr Manoj Oli	Officer	Livestock Section	Tulsipur SMC	9851200148	vetmanoj2016@gmail.com
14	Hemraj Pun	ag Technician	Agriculture Section	Gadhwa RM	9864574362	punhemraj5@gmail.com
15	Madhav Bhattarai	JT	Livestock Section	Banglachuli	9857823310	
16	Jib Raj Poudel	Officer 8th	Livestock Section	Ghorahi SMC	9858055450	jibraj24@gmail.com
17	Dhanraj Gautam	Officer 8th	Agriculture Section	Tulsipur SMC	9848258807	gautamdhanraj029@gmail.com
18	Chop Narayan Khanal	Officer 8th	Agriculture Section	Ghorahi SMC	9847851277	chopnarayankhanal@gmail.com
19	Devraj Acharya	JT	Livestock Section	Shantinagar RM	9847830307	devrajacharya@gmail.com
20	Shiv Raj Acharya	Officer	Livestock	Lamhi M	9857840200	Shivrajneupane85@gmail.com

12. Eastern Rukum District

S. N	Name	Designation	Organization	Palika	Contact no	Email Address
1	Bishal Pun Magar	JTA	Agriculture	BhumeRM	98136088696	bishalpunmagar222@gmail.com
2	Bhupal Oli	Vet JTA	Livestock	Bhume RM	9800518498	olibhupal53@gmail.com
3	Omprakash Oli	JTA	Agriculture	Putha Uttarganga	9847978600	oliomprakash2051@gmail.com
4	Dinesh Oli	JTA	Agriculture	Sisne R M	9857824264,	olidinseh48@gmail.com
5	Bhim praksah KC	Vet JTA	Livestock	Putha Uttarganga	9858076003	Bhimkc6003@gmail.com
6	Bhim Bahadur Jhankri Magar	VetJTA	Livestock	Sisne R M	9860331701	jhankribhim@gmail.com

Annex 2. The course curriculum for CBT Capacity building of Municipality Officials on Agricultural Development Planning, Database Development and Software Applications

Schedule – 3 days

Day	Time	Topic	Responsible
Introductory Session			

Day	Time	Topic	Responsible
Day 1	Session I	Opening Session	
	10:00 – 10:30	Welcome remarks	DCC Chairperson
		Overview of training program	ADS Expert/ MoLMAC Resource Person
		Self-introduction and expectations by participants	Participants
	10:30 – 10:45	Tea break	
AGRICULTURE AND AGRICULTURE DEVELOPMENT STRATEGY (ADS)			
	Session II.a	Agriculture and ADS	
	10:45 – 11:30	Understanding importance of agriculture and Agriculture Development Strategy (ADS) [Status of agriculture in province and district, challenges, and opportunities for agricultural development, elements of ADS - vision, outcomes, indicators, implementation action plan, and implications for agricultural planning at Municipalities] <i>Presentation and plenary discussion</i>	ADS Expert + MoLMAC Resource Person
CURRENT PLANNING PROCESS AND PRACTICE			
	Session II.b	Overview of Planning Process and Practice	
	11:30 – 12:30	Understanding provincial and municipal planning process Policies, Strategies and Programs of MOLMAC and understanding municipal planning process Group exercise Divide into 3-4 groups. Based on secondary information discuss current planning process with particular focus on weaknesses and gaps. <i>Presentation and sharing by groups to the plenary</i>	MoLMAC Resource Person
	12:30 – 13:30	Lunch break	
OVERVIEW OF PLANNING TOOLS AND PROJECT CYCLE			
	Session III.a	Planning Tools and Project Cycle	
	13:30 – 14:00	Key planning tools, elements of project cycle and link with planning process (Theory) [Participants raise queries on application of tools, project cycle concept in planning, discuss the stages crucial for planning along with responsible units/persons as well as role of MoLMAC.] <i>Presentation and plenary discussions</i>	ADS Expert/TCF Team
	Session III.b 14:00 – 15:30	Value Chain Identification and Prioritization Value chain presentation (theory and steps) Group Exercise: [Use secondary information from municipalities and carry out value chain prioritization using Multiple Criteria Analysis Approach. <i>Each group reports back to plenary</i>]	MoLMAC Resource Person

Day	Time	Topic	Responsible
	15:30 – 15:45	Tea break	
	Session IV	Situation Analysis	
	15:45 – 17:30	Situation analysis presentation (theory and steps) Group Exercise: [Use secondary information from municipalities and carry out situation analysis including SWOT analysis. <i>Each group reports back to plenary</i>]	MoLMAC Resource Person
Day 2	Session I	Problem Identification and Analysis	
	9:00 – 10:30	Problem and objective analysis presentation (theory and steps) Group Exercise: [Use secondary information from municipalities and carry out problem tree analysis, objective tree analysis and identify solutions. <i>Each group reports back to plenary</i>]	MoLMAC Resource Person
	10:30 – 10:45	Tea break	
AGRICULTURAL DATABASE AND MUNICIPAL PROFILE			
	Session II	Municipal Agricultural Database	
	10:45 – 11:45	<i>Presentation</i> Data needs for planning and M&E, the structure of municipal agricultural database and municipal profile (including interactions in the plenary)	MoLMAC Resource Person
	11:45 – 13:00	<i>Presentation</i> Data collection approach and methods (including interactions in the plenary)	MoLMAC Resource Person
	13:00 – 14:00	Lunch Break	
FARMERS' REGISTRATION SOFTWARE			
	Session III	Software architecture, guidelines ad demonstration	
	14:00 – 14:30	<i>Presentation</i> Software architecture and guidelines (including interactions in plenary)	MoLMAC Resource Person
	14:30 – 15:30	<i>Presentation</i> Farmers module and demonstrate data entry using software (including interactions in the plenary)	MoLMAC Resource Person
	15:30 – 15:45	Tea break	
	Session IV	Software application, access and control	
	15:45 – 16:45	Software real time data entry – paired in group of two, one participant acting as enumerator and another as respondent	MoLMAC Resource Person
	16:45 – 17:30	<i>Presentation</i> Software: Access and control (including interactions in the plenary)	MoLMAC Resource Person
Day 3	Session I	Program Planning and Budgeting	
	9:00 – 12:00	Brief presentation on program planning and budgeting including planning formats being used (theory)	MoLMAC Resource Person

Day	Time	Topic	Responsible
		Group Exercise: Each group work on program planning and budgeting using the inputs from group exercises carried out on Day 2. Exercises focus on: Value chain prioritization (matrix) Identification of problems/challenges/solutions Preparation of the action plans including budget (using suggested format) – aligning annual plan with ADS Action Plan, Provincial Plan and Federal Plan	
	Session II	Group Presentations	
	12:00 – 13:00	Each group present priority value chains, situation analysis, problems and objectives and action plan along with budgeting	MoLMAC Resource Person
	13:00 – 14:00	Lunch break	
	Session III	Way forward	
	14:00 – 14:30	Future action plan for the municipalities – how to proceed with agricultural planning <i>A summary of previous sessions highlighting how each of them are connected to the planning and help making a good plan (need based, evidence based, participatory, result oriented, efficient and effective)</i>	MoLMAC Resource Person
	14:30 – 15:30	Review of planning guideline and discussion	ADS Expert/TCF Team
	15:30 – 16:00	Tea break	
	Session IV	Closing	
	16:00 – 16:30	Training evaluation and feedback	MoLMAC Resource Person
	16:30 – 17:00	Closing remarks	MoLMAC Resource Person

Annex 3 Photo Gallery of the CBT in Lumbini province.



Fig.1 Participants from 7 palikas of Nawalparasi district for CBT conducted at New Era Hotel, Butwal.



Fig.2 Participants from 16 palikas of Rupandehi district for CBT conducted at New Era Hotel, Butwal.



Fig.3 Participants from 10 palikas of Kapilvastu district for CBT conducted at New Era Hotel



Fig.4 Participants from 6 palikas of Arghakhanchi for CBT conducted at Tamghas, Gulmi.



Fig.5 Participants from 12 palikas of Gulmi district for CBT conducted at Tamghas, Gulmi.



Fig. 6 Participants from 8 palikas of Banke district for CBT conducted at Swastik Hotel, Dhamboji, Nepalganj



Fig. 7 Participants from 8 palikas of Bardiya district for CBT conducted at Swastik Hotel, Dhamboji, Nepalganj



Fig.8 Participants from 9 palikas of Pyuthan district for CBT conducted at Swargadwari Hotel , Bhringri, Pyuthan



Fig.9 Participants from 10 palikas of Rolpa district for CBT conducted at Bhringri, Pyuthan from



Fig. 10 Participants from 13 palikas of Dang and E. Rukum district for CBT conducted at AKC, Dang.

Part – 2 Report

Report

on

Coordination meeting of Coordinators of Economic Development Committee, Lumbini Province

1. Coordination meeting initiation

The first joint coordination meeting of coordinators from Rupandehi and Nawalparasi was organized at New Era hotel, Butwal in the chairmanship of Ek Raj Biswakarma of DCC chief, Rupandehi. The Coordinators of Economic Development Committee of two districts were participated in the meeting. In addition Agriculture secretary, Directorate of Livestock and Fisheries Development, Directorate of Agriculture Development, AKC, VHLSEC chiefs were also participated. The coordination meeting of two district was jointly conducted at the third day of Capacity Building Training (CBT) of local level technicians. Participants were invited through official letter from MoLMAC, to all palikas of Lumbini province. Mr. Secretary emphasized on the extension of agricultural activities with focusing on production and self- sufficiency on food and nutrition. He also highlighted the present need of data management, planning and farmers registration at the palika level. Mr. Ek Raj Biswakarma , DCC chief emphasized on developing the fruit based farming system in hills for long term cash generation which prevents people from migration. He also stressed on potential technologies need to be developed for the small holder farmers of hills and Tarai. Similarly other 5 coordination meetings were also organized in the different district of province involving political representative and other concerned stakeholders.

Coordination meeting presentation: The PPP was made in the meetings, the following topics were covered in the presentations.

Agriculture Development Strategy (2015-2035)

- Nepalese agriculture context
- Problems in Nepalese agriculture, scope and opportunities
- ADS to address those issues of Nepalese agriculture sector
- Why ADS, its components vision activities and indicators
- ADS implementation at Palika level.

Data Collection and Management

- Importance of Data in agricultural context and where we are?
- Preparation of municipal profile and basic elements to be included in profile.
- Data collection tools to be used in gathering data for profile.
- Municipal and ward level KII and FGD.

- Orientation on Checklist for Data collection

Farmers Registration

- Importance and Need of Registration.
- Sharing of farmer’s registration Guidelines.
- Numerator , budget allocated to municipal level , provincial budget,
- Group exercise of software
- Ward committee verification, focal person access and control.
- Responsibilities of three level government bodies.
- Collection and feed backs from the participants.

Program planning and budgeting

- Existing planning procedure of three levels of government.
- Value chain Analysis and mapping, situation analysis (SWOT), Problem tree analysis: preparation , group work, discussion, presentation and feedback on each groups
- Seven steps of planning at local level
- Sequential explanation of program planning and budget preparation

2. Participation structure of Coordinators meetings

The six coordination meetings of coordinators from Economic development Committees of palikas were conducted in 6 clusters (two district /cluster) of 12 districts to create awareness among coordinators on importance of ADS, strengthening of local level planning process, human resource development and budget allocation to the agriculture sector. A total of 83 participants were attended in the six cluster meeting of Lumbini province. Among them 64 persons were from political representatives. The remaining 19 persons were from concerned stkaolders such as MoLMAC, DoAD, DoFLD , AKC, VHLSEC also participated in the meetings. The details of participation number from different institutions is presented in table 1.

Table 1. Participation structure of Coordinators meetings Development committee, Lumbini province, 2021

S.N.	Clu ster No.	Number of Participation							Total
		District	Political represe nt tives	MoLMAC	DoAD	DoFLD	AKC	VHL SEC	
2	1	Nawalparasi	3	5	2	1	1	2	14
3		Rupandehi	6	-	-	-	-	-	6
4	2	Palpa	8	1	-	-	1	1	11
5		Kapilvastu	4						4
6	3	Banke	4	-	-	-	-	-	4
7		Bardiya	6	-	-	-	-	-	6
8	4	Pyuthan	8	-	-	-	-	-	8
9		Rolpa	8				1	1	10
10	5	Gulmi	10	-	-	-	1	-	11
11		Arghakhanchi	-	-	-	-	-	-	-

12	6	Dang	6	-	-	-	1	1	8
		E. Rukum	1	-	-	-			1
		Total	64	6	2	1	5	5	83

Note: The details of participants are mentioned in Annex 1.

3. Outcomes of the Coordination meetings

Coordinator of Economic Development Committee (EDC) of municipalities and rural municipalities, they discussed on strength, opportunities and challenges in the agriculture sector of local levels. They expressed immense interests to be initiated a planned agricultural development in local levels. However, in the absence of capable technical staff for planning of activities, the municipalities have not been able to undertake any long-term program for the benefit of local farmers. Municipalities believes that, a lack of access to the market, farmers are losing their agri - business. Farmer do not get reasonable price for their produce and are bound to sell at a very low price which fails to give them a reasonable profit. They advised that without a strategic plan on agriculture development, the local governments' efforts will remain ad-hoc and fail to bring any tangible output. It is noticed that most of the co-ordinators are in favour of commercialization of agriculture in their Palikas. However, the sector has been at the third or fourth priority of the municipalities after the infrastructure development followed by education, health and agriculture. The meetings provide a mechanism for coordinator and other related participants to discuss and develop a common understanding on capacity-building issues and priority needs of Palikas. They also become realized on review and consider ways of addressing the planning gaps in the existing program activities. Furthermore, the meetings facilitate the exchange of views and ideas aimed at improving the planning process, data management and farmers registration. Co-ordinator of economic committees has internalized positive attitude towards priority for agriculture budgeting and planning. They expressed their views specifically are as follows;

- Ward chairman expressed their views on federal and provincial level program, they are not able to certify and recommendation of province and federal level programs as per their need because we are unknown about the projects.
- Some of the coordinators said that the provincial program activities are act as a syndicate for palika level program.
- Some of the co-ordinators said that the program activities which has been sent to palikas from province and federal should conduct from their employ.
- It is not justice that marginal farmers of Palaki are not getting any program activities from province and federal.
- Collective voice from hill palikas was the problems of monkey, how to control them is the first priority otherwise none of the farmers will continue their farming activities in the coming days.
- Self sufficiency program on milk, fruits and vegetables have been launched in most of the palikas.
- Every ward needs one agriculture and one livestock technicians for better agriculture service at farmer's door.

- Skilled human resources are in federal and provincial level then how to get best performance with low capacity human resources at palika level.
- The cooperative should play active role in favor of farmers' market guarantee and make availability of production inputs, it helps to minimize middle man interference to raise market price.

4. Way forward

- Suggestion was given to all coordinators on the formulation of their strategic plan, investment priority in agricultural sector as in the guidelines of Agriculture Development Strategy, periodic plan and agriculture policy and programs of Palika.
- Agriculture and livestock section should also be involved on local level prioritization programme and planning process. They should interact with the farmers at different ward level, analyze the situation, identify their problems, priorities and their expectation regarding the agriculture development.
- In order to minimize the problem of duplication there should be coordination and collaboration of different level of government during annual programme planning.
- There should be system of reporting of the progress from Palika to province and federal government.
- The agriculture and livestock section should also justify their importance and performance in their respective areas so that palika authority can realize the importance of agriculture and livestock sector in rural livelihood.

4. Annex 1.

1. Participants of Joint Coordination meeting from Rupandehi and Nawalparasi district

Venue: New Era Hotel, Butwal

Date: 16 -03-2021

S.N.	Name	Designation	Palika	Contact Number
1	Ek Raj Biswakarma	DCC Chief	DCC, Rupandehi	9857033682
2	Dr. Rewati Raman Paudel	Secretary	MoLMAC, Butwal, Rupandehi	9857072230
3	Yam Narayan Devkota	Chief	DoAD, Rupandehi	9857075040
4	Dr. Hari Bahadur Kunwar	Act. Director	DoFLD , Butwal, Rupandehi	9857061603
5	Tulsiram Bhandari	Division Chief	Livestock Division, MoLMAC	9857070945
6	Amar Bahadur Chaudhari	Co-ordinator, EDC	Devdaha M., Rupandehi	9847021406
7	Krishna Shankar Gupta	Co-ordinator, EDC	Gaidahawa RM, Rupandehi	9857011970
8	Thaneswar Paudel	Co-ordinator, EDC	Siddharthanagar, M, Rupandehi	9857022741
9	Karna Bahadur Sen	Co-ordinator, EDC	Sunawal M, Nawalparasi	9847209946

10	Anita Sahani	Co-ordinator, EDC	Palhinandan RM, Nawalparasi	9806970378
11	Sanjaya Dhakal	Agri. Economist	MoLMAC, Butwal	9857041231
12	Dr. Ganesh Bahadur Pun	Liv. Dev. Officer	VHLSEC, Kapilvastu	9847461304
13	Diwakar Dhakal	Co-ordinator, EDC	Tilottama M, Rupandehi	9857030126
14	Dr. Parvez Alam	Chief	VHLSEC, Rupandehi	9857024109
15	Devesh Mishra	Chief	AKC, Nawalparasi	9857045106
16	Tanka Parajuli	Co-ordinator, EDC	Butwal Sub M. City, Rupandehi	9857021221
17	Shreedhar Gyawali	Division chief	Food security Division, MoLMAC	9851242799
18	Anup Tiwari	Agri. Economist	MoLMAC, Butwal	9847841758
19	Indu Biswakarma	Co-ordinator, EDC	Ramgram M, Nawalparasi	9811985162
20	Dayaram Bashyal	Officer	DoAD, Butwal	9847592554

2. Participants of Joint Co-ordination meeting from Kapilvastu and Palpa district

Venue: New Era Hotel, Butwal

Date: 19 -03-2021

S.N.	Name	Designation	Palika/District	Contact Number
1	Humnath Neupane	Co-ordinator, EDC	Rampur M, Palpa	
2	Jinath Pokhrel	Co-ordinator, EDC	Rainadevi RM, Palpa	
3	Maheswar Shrestha	Co-ordinator, EDC	Tansen M, Palpa	
4	Chakra Bahadur Kunwar	Co-ordinator, EDC	Ribdikut RM, Palpa	
5	Tara Rasaili	Co-ordinator, EDC	Machhagadhi RM, Palpa	
6	Nir Bahadur Saru	Co-ordinator, EDC	Purbakhola RM, Palpa	
7	Hom Prasad Aryal	Co-ordinator, EDC	Rambhadevi RM, Palpa	
8	Bhim Bahadur ----- -	Co-ordinator, EDC	Nisdi RM, Palpa	
9	Sandeep Kumar Chaudhary	Co-ordinator, EDC	Mayadevi RM, Kapilvastu	
10	Ram Manohar Lohar	Co-ordinator, EDC	Buddhibhumi M, Kapilvastu	
11	Shyam Narayan Gupta	Co-ordinator, EDC	Yashodhara RM, Kapilvastu	
12	Somnath Aryal	Co-ordinator, EDC	Banganga M, Kapilvastu	
13	Saraf Hamahat Musalman	Co-ordinator, EDC	Shivraj m, Kapilvastu	

14	Anup Tiwari	Agri Economist	Planning Division, MolMAC	
15	Dayaram Bashyal	Agri. Officer		

3. Participants of Joint Co-ordination meeting from Banke and Bardiya district

Venue: Swastik Hotel, Dhamboji, Nepalganj

Date: 25-03-2021

S.N.	Name	Designation	Palika/ District	Contact Number
1	Ghamanda Chand	Coordinator, EDC	Basagadhi M, Bardiya	9858080813
2	Divya Gurung	Coordinator, EDC	Bdhaiyatal RM, Bardiya	9855471122
3	Rajendra hamal	Coordinator, EDC	Madhuban RM, Bardiya	9858032212
4	Dil Bahadur Pariyar	Coordinator, EDC	Kohalpur M, Banke	9858023607
5	Binita Devkota	Coordinator, EDC	Guleriya M , Bardiya	9868394395
6	Durga Bahadur Biswakarma	Coordinator, EDC	Barbardiya RM, Bardiya	9858043902
7	Khusiram Tharu	Coordinator, EDC	Rajapur M , Bardiya	9858060301
8	Dharma Thapa	Coordinator, EDC	Janaki RM, Banke	9812406632
9	Krishnachandra Mauje	Coordinator, EDC	Narainapur RM, Banke	9858037555
10	Khum Bahadur Basnet	Coordinator, EDC	Raptisonari RM, Banke	9858025128

4. Participants of Joint Co-ordination meeting from Pyuthan and Rolpa district

Venue: Swargadrari Hotel, Bhingri, Pyuthan

Date: 01-04-2021

S.N.	Name	Designation	Palika/ district	Contact Number
1	San Singh Budhamagar	Coordinator, EDC	Rolpa M, Rolpa	-
2	Bam Bahadur Pun	Coordinator, EDC	Paribartan RM, Rolpa	9864417119
3	Sitaram Pokhrel	Coordinator, EDC	Pyuthan	9847877441
4	Prem Bahadur Hamal	Coordinator, EDC	Pyuthan M, Pyuthan	9847820009
5	Tek Bahadur Kami	Coordinator, EDC	Mandavi RM, Pyuthan	-
6	Netra Bahadur Thapa	Coordinator, EDC	Runtigadhi RM, Rolpa	9863289882
7	Basant Bahadur GC	Coordinator, EDC	Sarumarani RM, Pyuthan	-
8	Kharka Bahadur Pun	Coordinator, EDC	Madi RM , Rolpa	-
9	Shiv Bahadur KC	Coordinator, EDC	Lungri RM, Rolpa	-
10	Kumar Shrestha	Coordinator, EDC	Mallarani RM, Pyuthan	-

11	Chandra Bahadur Rokamagar	Coordinator, EDC	Airawati RM, Pyuthan	9847923469
12	Minraj Ranamagar	Coordinator, EDC	Swargadwari M, Pyuthan	9857833199
13	Pabitra Punmagar	Coordinator, EDC	Gaumukhi RM, Pyuthan	9869751196
14	Janak Bahadur Budhaagar	Coordinator, EDC	Thabang RM, Rolpa	9866657248
15	Ganj Bahadur Chhetri	Coordinator, EDC	Sunilsmrit RM, Rolpa	9857822720
16	Tika Bahadur Budhamagar	Coordinator, EDC	Sunchhahari RM, Rolpa	-
17	Bharatmani Pokhrel	Chief, AKC	Rolpa district	9857824505
18	Sudam Bhatta	Chief, VHLSEC,	Rolpa district	9857824535

5. Participants of Joint Co-ordination meeting from Gulmi and Arghakhanchi district

Venue: Nilgiri Hotel, Tamghas, Gulmi

Date: 07 -04 -2021

S.N.	Name	Designation	Palika/ Gulmi	Contact Number
1	Himal Khadka	Coordinator, EDC	Madane RM, Gulmi	9857081981
2	Dhan Bahadur Rana	Coordinator, EDC	Satyawati RM, Gulmi	9867164192
3	Ghanashyam Aryal	Coordinator, EDC	Ruru Chhetra RM, Gulmi	9857064550
4	Hira Bahadur GC	Coordinator, EDC	Isma RM, Gulmi	9857072106
5	Dhatananda Bhandari	Coordinator, EDC	Chhatrakot RM, Gulmi	9857049111
6	Bal Bahadur Thapa	Coordinator, EDC	Gulmi Darbar RM Gulmi	9857074403
7	Bharatlal Thapa	Coordinator, EDC	Chandrakot RM, Gulmi	9867124942
8	Kamal Thapa	Coordinator, EDC	Dhrukot RM, Gulmi	9857067642
9	Padam Prasad Aryal	Coordinator, EDC	Resunga M, Gulmi	9847105725
10	Prakash Kafle	Coordinator, EDC	Musikot M, Gulmi	9857064931
11	Komal Shahi	Act. chief	AKC, Gulmi	9848428047

6. Participants of Joint Co-ordination meeting from Dang and Eastern Rukum district

Venue: AKC, Dang

Date: 13 – 04 -2021

S.N.	Name	Designation	Palika/ District	Contact Number
1	Madhav Oli	Coordinator, EDC	Tulsipur SMC, Dang	9847831915
2	Ravi Budhathoki	Coordinator, EDC	Shantinagar RM, Dang	9857825206
3	Ram Bahadur Dangji	Coordinator, EDC	Babai RM, Dang	9857823081

4	Shyam Bahadur Roka	Coordinator, EDC	Rajpur, RM, Dang	9857870006
5	Ram Mani Panday	Coordinator, EDC	Rapti, RM, Dang	
6	Dev Bahadur Pun	Coordinator, EDC	Bhume E. Rukum,	9806270359
7	Narayan Dangi	Coordinator, EDC	Banglachuli, RM, Dang	9857831745
8	Dev Bahadur KC	Chief	VHLSEC, Dang	
9	Buddhiraj Ghimire	Chief	AKC Dang	9847124397

5. Annex 2 Photo Gallery



Fig.1 Coordinators of Economic Development Committee from Rupandehi and Nawalparasi



Fig.2 Coordinators of Economic Development Committee from Kapilvastu and Palpa district



Fig.3 Coordinators of Economic Development Committee from Banke and Bardiya district



Fig.4 Coordinators of Economic Development Committee from Pyuthan and Rolpa district)