

ANNUAL ACTIVITY REPORT
(For the period of 1st April 2020 to 31st March 2021)



**PARTICIPATORY ACTION
FOR
SUSTAINABLE DEVELOPMENT ORGANISATION**



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**ANNUAL ACTIVITY REPORT OF
THE PARTICIPATORY ACTION FOR SUSTAINABLE DEVELOPMENT ORGANISATION
(PASDO)
(For the period from 1st April 2020 to 31st March 2021)**

I. INTRODUCTION:

This is an Annual Activity Report of PASDO for the programme implemented during the financial year 1st April, 2020 - 31st March, 2021.

THE PROGRAMMES:

PASDO worked with the community through the following programmes:

1. Child/Human Rights, Peace Education and Environment Protection
2. Harm Reduction/Targeted Intervention programme.

COMMON STRATEGIES:

Networking, alliance building, lobby and advocacy as well as staff capacitation and organizational strengthening programmes were the common strategies employed in implementing all the above programmes of the organization.

II. ACTIVITIES UNDERTAKEN OR ACHIEVEMENT MADE:

1. CHILD / HUMAN RIGHTS, PEACE EDUCATION AND ENVIRONMENT PROTECTION:

1.1. Introduction:

This project titled “Strengthening Action for Child / Human Rights, Peace Education and Sustainable Environment in Ukhrul District, Manipur” is jointly supported by **KZE-MISEREOR, Germany and Bread for the World, Germany.**

Objective: The targeted communities have been oriented with RTE (Right to Education) Act, Child Rights, Human Rights, POCSO Act, sex education and environmental education.

1.2. Achievement / Outcomes:

1. Youth group, children group and SMDC were formed and strengthen in all the partner villages.
2. Classes IX & X students were capacitated on Mental Health and Career Guidance.
3. 45 adolescent were counselled on the topic Premarital, family problem, relationship enhancement, psychological/ mental health issues, substance/ media abuse etc.
4. The community were facilitated on the importance of environment and its impact. They were mobilised to amend environmental action plan.

1.3. Activities: Following activities were carried out in order to obtain the above Outcomes / achievements:

1.3.1 Parents/Couple workshop on child rights, human rights & women empowerment with partner villages:

Organized Village Level Workshop on Child Rights, Human Rights and Women's Rights in Fifteen (15) villages. 211 members participated out of which 39 were female and 172 male including parents, teachers and village organisational leaders. During the workshop they were given awareness on Child Rights, Human Rights, Women's Rights, RTE Act, POCSO Acts and JJ Act.



1.3.2: Formation and strengthening of Children Group:

Formation of Fifteen (15) Children groups had been initiated. Regular meeting was also organized to discuss on their rights.



1.3.3: Formation and strengthening of youth group:

Fifteen (15) Youth groups consisting of 15 members each were formed to deliberate and discuss the prevailing issues in the village. These groups organized a regular meeting to ensure improvement of village administration. Moreover, they took the initiative in looking after the children groups by providing free coaching.



1.3.4: Formation and Strengthening SMDC:

Fifteen (15) SMDCs were formed and oriented on their roles and responsibilities.

1.3.5: Facilitating Parents and teachers meeting in partner villages:

Thirty (30) Teachers and parents meetings were organised. During this meeting 296 including teachers and parents participated. They were facilitated on the Right to Education Act to bridge the gap between teachers and parents regarding the difficulties faced by both the entities to ensure smooth functioning of Govt. Primary school through enrolment and retention of students in the Govt. Primary school.



1.3.6 Focused group discussions with village institutions:

Thirty (30) Focus Group Discussions (GFDs) were conducted where 196 members participated consisting of Village Authority, elders, youth and women



societies. Discussion was made on the issues related to youth and child.

1.3.7 Area level Meeting/ Workshop of SMDC Cluster Federations:

Two (2) Area Level meetings of SMDC were organized;

a) Ukhurul cluster – at Khamasom Khayangkho village on 6th March, 2021, altogether 19 SMDC members (12 male and 7 female) attended the meeting.

b) Chingai cluster – at Challou village on 26th March, 2021, altogether 28 SMDC members (23 male and 5 female) attended the meeting. During the meeting, Cluster Federation formation was initiated for both the clusters. Office bearers were elected followed by a discussion on their roles and responsibilities. They also developed a drafted copy for the same.



1.3.8 Area level meeting/consultation of children group federation:

Two (2) Area level meetings/ consultations of children group were organised on 29th January, 2021 at both the clusters.

a) Chingai cluster – Organised at Challou village with 32 participants (16 boys and 16 girls).

b) Ukhurul cluster – organised at Khamasom Walely with 28 participants (14 boys and 14 girls). During the meeting the children were given orientation on Child Rights. They share their progress report in the meeting. Both indoor and outdoor games were taken up for recreational purpose for the children.



1.3.9 Area level meeting/consultation of youth group federation:

Two (2) Area level meetings/ consultations of youth group federation were organised on 29th January, 2021 at both the clusters.

a) Chingai cluster – Organised at Challou village with 32 participants (16 male and 16 female).

b) Ukhurul cluster – organised at Khamasom Walely with 28 participants (14 male and 14 female). There was discussion on preservation of Biodiversity and encourage them to support each other for peaceful co-existence. They shared their progress report. Games & sport for both male and female were taken up.



1.3.10 Skill development training:

Two (2) Life skills Development trainings were organized.

a) 4th - 6th June, 2020 – intensive training on value addition of plum processing, preservation and its products at Phila Foods Centre

b) 26th-28th Nov, 2020 – Training on Mushroom

cultivation and traditional jewelry at Phila Foods Centre. Altogether 49 members consisting of older women and youth participated.



1.3.11 District level workshop on human rights related issues/observation of IWD, IHRD:

(a) **IHRD** was observed on 10th December, 2020 at PASDO office complex with 35 participants consisting of CSOs Leaders and Khuilungtang Local leaders.

(b) **IWD** was observed at Phila food training centre, PASDO Office complex on 8th March, 2021, jointly organised with Action for Women in Development (AWID), Krishi Vigyan Kendra (KVK) & Nehru Yuva Kendra (NYK). Altogether 45 participants consisting of CSOs Leaders, Women Right Activist and Local leaders participated. There was a felicitation program for three Tangkhul women achievers.



1.3.12 Establishment of Joyful learning centres:

Fifteen (15) Joyful learning Centres were established in all the partner villages. These will provide an opportunity for children/students to study and play during the lockdown.



1.3.13 Education mela for partner village schools:

Education mela was organized at four (4) locations as public gathering was restricted in some villages.

a) At Sihai Khullen village on 11th December 2020. Sixty two (62) members including students, teachers and village leaders participated.

b) At Khamasom Walely on 12th December, 2020 for four Khamasom villages. Altogether 175 participants

including students, teachers and village leaders took part.

c) At Sihai Khunou for Sihai Khunou and Kahaophung on 13th December, 2020 with 81 participants including students, teachers and village leaders participated in the program.

d) At Chingai village for Chingai cluster (8 villages) was organized on 22nd March, 2021, 550 participants consisting of students, teachers, SMDs, youth and village leaders participated. Students showcased their talents in field of literature, sports and traditional dance.

1.3.14 Promotion of Sports activities among youth and children group:

Sports items like football and volleyball were distributed to the youth groups and children groups in all the partner villages three times.



1.3.15 Children Camp:

There was distribution of learning materials such as exercise books, pens and pencils at free coaching centres and children camp in all the partner villages.

1.3.16 Networking, lobby and advocacy on CR/WR/HR:

- Networking support was extended to Tangkhul Committee for Covid-19 (TCFC), district administration, police/ frontline workers and CMO to combat COVID-19.
- Participated in more than 100 Webinars organised by various international and national organisers on the Topics: - COVID-19, Entrepreneurship opportunities in Northeast post COVID-19, roles of teacher & future of education Health, Child sexual abuse, FCRA Act 2020, etc.
- In one webinar the Project Director presented “Study findings Situation Analysis of the District in connection with impact and challenge of Lock down: COVID-19 in Ukhrul District”
- Consultative meeting was organised on 30th November at PASDO office with United NGOs Mission Manipur (UNMM) members. There was a discussion on 1) Child right



issue in Ukhrul 2) Customary law versus statutory law 3) Climate change and mining issue.

- 4 Staff attended meeting of NGO Leaders on current imbroglio on FCRA organised by UNMM at Imphal on 2nd February 2021.
- Two Days District Level Consultation on “Securing gains and increasing awareness for universalisation of education upto 18 years (especially for girl child)” was organised in collaboration with Child Right and You (CRY) at Phila Food Centre, PASDO Office complex during 17-18 March, 2021. Altogether 40 participants including Govt. department and CSOs participated in the program.

1.3.17. Adolescent empowerment and lifeskill development programme - environment education, peace education (human rights, gender, drug/substance abuse, sex education, life skills), human trafficking, POCSO Act etc:

a) Considering the needs caused by lockdown, one day interactive workshop on youth mental health was organised on 12th January at PASDO Office in collaboration with YA_ALL The Youth Network Imphal. In the event 52 adolescent students participated.



b) One Day Free Counselling Camp was organised simultatenously at three locations in collaboration with Nouthesia Parakleseï Parmutheomai (NPP) Counselling training Centre Ukhrul on 7th November, 2020 - Sentinal college, Phungyo Baptist Church & Ukhrul Public School wherein 45 students attended. The Camp specially focussed on the topics; Premarital, family problem, relationship enhancement, psychological/ mental health issues, substance/ media abuse etc.



1.3.18. Career guidance programme for partner high schools:

Career guidance program was organized at Scholar Pakshimi High School on 20th March, 2021. 155 students were oriented on choosing the right stream for their future studies.



1.3.19. Health Camp:

Hand sanitizing dispensers were distributed to all the partner high schools considering the necessities during this Covid-19.

1.3.20. Village level Awareness & Capacity Building workshop on climate change in partner villages:

Village level Awareness & Capacity Building workshops on climate change were organised for 15 partner villages. Altogether 326 members including Village leaders, Youth leaders and Women leaders participated. During the event participants were given awareness on the importance of environment. We also encouraged them to enact the regulation on Natural Resource Management.



1.3.21. Special Day Observation by Children and Youth:

Fifteen (15) special day were observed in all the free coaching centre of the partner village. Student exceling in their studies were recognised and awarded.

1.3.22. District Level Workshop/Consultation on Climate change:

One Day District Level Consultative meeting on "Healthy Environment and Community Response for Preservation of Biodiversity in the District" was organised in collaboration with UNMM on 19th December, 2020 at Phila Foods Training Centre, PASDO Office Complex. A total of 33 members consisting of CSO leaders, NGO leaders and Social activist were participated. A discussion was made on the Management of Biodiversity and further decided to work hand in hand in mobilising and sensitising at village level. During mobilization, the villagers shall be encouraged to regulate necessary measures on natural resource management as suited for their respective village in order to protect Biodiversity from extinction.



1.3.23. District level observation of World Environment Day:

COVID-19 pandemic had restricted public gathering therefore online recitation competition was organised on 5th of June, 2020 for children below 10 years as part of observing World Environment Day. In the event, 18 children were given awareness on environment through reciting the Bible verses from Genesis 1:26-30.



1.3.24. Commemoration of Earth Day Celebration:

Earth Day was observed on 22nd April, 2020 by planting ornamental trees in the vicinity of Khuilungtang colony with the youth organisation of the colony. Altogether 45 youths participated in the plantation as part of observing the event.



1.3.25 Training, documentation and conservation of medicinal plants and indigenous flowers:

Exotic Indigenous medicinal plants and Orchid were procured from the villages and planted. Khuilungtang Community with PASDO staff are maintaining the plantation.

1.3.26. Staff capacitation:

- 1) Two (2) staff attended 21 days online Crash course on Foreign Contribution Regulation Act (FCRA) from 23rd April 2020 – 13th May 2020 organised by Fmsf.
- 2) Two (2) staff attended online training on “how to plan a project with theory of change?” organised by KKID on 18th September 2020
- 3) Four (4) staff attended leadership capacity building training organised by UNMM at Imphal from 17-18 September 2020.
- 4) One (1) staff Attended online six months course on NPO Governance batch 16 Module – I – NPO constitution, accountability and legal framework starting from 26th October 2020.
- 5) Two (2) staff attended online training on track and communicate changes in development projects from 10-11 November 2020 Organised by KKID
- 6) 5) Three (3) staff attended online-training on proactive skills for improved office management organised by Karl Kubel Institute for Development Education (KKID) on 18th Nov 2020.
- 7) Five (5) staff attended online coaching/ training by Fmsf on recent amendment of FCRA Act on 20th Nov 2020
- 8) Two (2) staff Participated at the workshop on scope of funding for NGOs under corporate social responsibility (CSR) on 27th March 2021.
- 9) Two (2) staff attended 2021 international online course on leadership for community health and development training, Youth empowerment for making change organised by Asian Health Institute (AHI), Minamiyama, Komenoki, Nisshin, Aichi, Japan.

1.3.27. Community Awareness on Covid-19:

Community Awareness on Covid-19 Campaign was organized under the theme “Adapting to COVID-19” in 27 partner villages (Phungyar Block of Kamjong District and Ukhrul & Chingai Block of Ukhrul District) from 12th – 26th August, 2020. The community were sensitized on COVID-19 through video clips (WHO production) translated into Tangkhul dialect. Besides, posters for Standard Operating Procedure (SOP) for COVID-19 were also distributed. Further, demonstration was made on hand washing technique, how and when to wear mask, maintaining social distancing, practicing hygienic habit, self-discipline etc. They were also educated the importance of following the SOP whenever stepping out from home as per the SOP guideline given



by the WHO and Government Health Department. Poster campaign was organized at Ukhrul headquarter on 30th August, 2020 along with pasting posters.

1.3.28. Support to the Village quarantine centres:

Relief materials such as sugar, salt, soap, biscuits/ snacks with covid-19 related materials like PPE kit, hand sanitizer, glove, mask, sodium hypochlorite and bleaching powder were distributed to all the partner villages quarantine centres. Volunteers who engaged on Covid-19 duty were given the relief support as well.



2. SHANAO LEIHSAK YARNAO (SHALEY):

Shanao Leihsak Yarnao (Shaley) meaning women business group is a federation involving self-help group, women society and individual woman entrepreneurs/leaders from about 40 villages in the district. It was formed with an objective to address the marketing difficulties of women weavers who have been trained through our Weaving Training Programme and uplift the socio-economic status of women. The programme has brought about self-confidence and sense of solidarity among the Shaley members particularly and the Tangkhul community in general.

Currently we have 5 fly shuttle looms, 1 drum and 4 weavers are engaged for production. Time to time the weavers were also provided life skill development training such as, traditional ornamental making, food and fruits processing etc. to enhance their income and to sustain their livelihood.



3. HARM REDUCTION PROGRAMME/TARGETED INTERVENTION PROJECT:

2.1. Introduction:

A composite program under Targeted Intervention (TI) was implemented at Ukhrul Headquarters and Kasom Khullen Block with a given target of **150 FSWs** and **200 IDUs**. FSW covers all the localities of Ukhrul Town whereas the IDU program spreads to 13 villages of Kasom Block.

This programme was supported by Manipur State AIDS Control Society (MSACS) under National AIDS Control Organization (NACO). The programme was implemented with an objective to reduce harm and prevent HIV transmission from the high risk groups by providing education on safer practices and providing related services.

3.2. Status of Achievement in figure:

Status of the programme implemented during the reporting year is presented below in figure:

Typology	Target	No. of Hotspot	Covered Community
IDU	200	16	238
FSW	150	18	203

3.3 KASOM DIC

SL.no	Activities	Target	Achieved
1	Clients Contacts		237
2	Clients Counsel		507
3	Number of Regular Medical Check up		140
4	Number of STI Treated		3
5	Number of Syphilis Screening		262
6	Number of HIV screening		286
7	Number of Needles Syringes Promoted		53,217
8	Number of Condoms Promoted		11,149
9	Number of found Reactive till date.		23 Spouse
10	Linked on ART till date.		21 Spouse
11	Number of HIV found positive		Nil
12	Community Based Screening		203

3.4. Program Taken up under Kasom DIC:

Activities carried out	Frequency
Demand Generation	12
DIC level Meeting	12
Review Meeting	12
SHG Meeting	Nil
Social work (<i>Disposal of waste material and cleaning of office area</i>)	05

3.5. Women Health Clinic

SL.no	Activities	Target	Achieved
1	Clients Contacts	150	203
2	Clients Counsel		692
3	Number of Regular Medical Check up		489
4	Clinical Accessed		708
5	Number of STI Treated		12
6	Number of Syphilis Screening		297
7	Number of HIV screening		287
8	Number of Condoms Promoted		41,335
9	Number of found Reactive till date.		25
10	Linked on ART till date.		25
11	Number of HIV found positive		0
12	Presumptive treatment		24
13	Community Based Screening		68
14	CBS Reactive sent for conformation		0

3.6. Program Taken up under Women Health Clinic:

Activities carried out	Frequency
Demand Generation	12
DIC level Meeting	12
Review Meeting	12
SHG Meeting	Nil
Social work (<i>disposal of waste material and cleaning of office area</i>)	04

3.7 Community Event:

Community Event was held at Women Health Clinic, PASDO Ukhul on 13th Feb, 2021 where 20 members were participated. Project Manager welcome the participants and dessiminated on the Target Intervention program in Ukhul particularly FSW and how they can avail the services. Staff nurse shared about HIV/AIDS and it's consequences. All the participants received a gift from PASDO-TI, NGO as a token of love.



3.8 Community Health Camp:

Community health camp was organized on 16th Feb. 2021 at Women Health Clinic, PASDO, Ukhrul. With the support from CMO Ukhrul, the participants were provided medicines and free health service. Altogether 45 persons were benefited from the Health Camp.



3.9 Three Days Overdose Management Training:

Three days Overdose Management Training was Jointly Organised by DAPCU, MACS & SA from 8th – 10th March 2021 at NHM Conference Hall, Old District Hospital, Khampasom, Ukhrul District. Altogether 65 participants including Church Leaders, Social Activist, NGOs and Departments under MACS.



3.10 One day awareness program on “knows your HIV status cum HIV screening”:

One Day awareness program on “Knows your HIV status cum HIV Screening was organized at Nambashi Khullen village on 20th March 2021. Altogether 40 villagers were screened. The villagers were made aware of IDU, FIDU & FSW referral and Linkages at Ukhrul & Kamjong District Manipur



4. General Body/Executive Meetings:

Sl. No	Meeting	Date	Members present	Agenda dicussed
1	General Body/Executive Meeting	24 th April, 2020	7	1. Interview for Cluster Coordinator. 2. Reshuffling responsibilities of the existing staff. 3. Approval of staff cost.
2	Personnel Committee meeting	1 st May, 2020	6	Interview
3	EC and PASDO staff joint meeting	15 th Sept, 2020	16	1. Annual report presentation 2. Annual audit statement of account presentation 3. Progress report of the on-going project 4. Scheduling date for General Body annual meeting 5. Presentation on Child Protection Policy and COVID-19 SOP 6. Change of bank signatories 7. Staff welfare
4	EC emergency meeting	14 th Oct, 2020	8	1. Opening of new bank account at SBI, New Delhi 2. Signatories for operating the bank account 3. Opening bank account for TI project
5	General Body Meeting	14 th Oct, 2020	27	1. Annual activity report presentation 2. On-going activity presentation 3. Annual audit report presentation 4. Opening of new FCRA account 5. Revisiting of budget 6. Appointment of auditor for the financial year 2020-2021
6	EC meeting	18 th Dec, 2020	9	1. Confirmation of FCRA bank account opening 2. Advent Christmas 3. Christmas and New Year vacation
7	EC meeting	1 st March, 2021	8	1. Review in regard to FCRA account 2. Internet Banking activation for PASDO mother FC 3. Rectification of PAN card and society registration certificate

				4. Reconfirmation regarding the designation of Project Coordinator to Project Director
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5. CONCLUDING COMMENT:

The above programmes could be carried out because of the commitment and hard work of 31 staff with the encouragement, support and guidance from the Executive Committee, General Body and cooperation of the project partners.

We are grateful to KZE/MISEREOR, Germany, and Bread for the World, Germany, MSACS, Manipur, Networking Support, Civil Societies and District Administration for their support to serve the community. Despite of the Covid-19 pandemic the team braved the storm by the grace of God and carried out the activities though at the later stage.

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President, Executive Committee

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